

AGENDA  
EL DORADO HILLS COUNTY WATER DISTRICT  
(FIRE DEPARTMENT)  
BOARD OF DIRECTORS  
SEVEN HUNDRED FOURTY EIGHTH MEETING  
Thursday, September 15, 2016  
6:00 p.m.  
(1050 Wilson Blvd., El Dorado Hills, CA)

- I. Call to Order and Pledge of Allegiance
  
- II. Consent Calendar (All matters on the Consent Calendar are to be approved by one motion unless a Board member requests separate action on a specific item.)
  - A. Approve Minutes of the 747th Board meeting held August 18, 2016
  - B. Approve Financial Statements for August 2016
  - C. Ratify retainage payment to SW Allen Construction Inc. for Station 84 in the amount of \$37,110

End Consent Calendar
  
- III. Oral Communications
  - A. EDH Professional Firefighters
  - B. EDH Firefighters Association
  - C. EDH Volunteer Firefighters
  - D. Latrobe Advisory Committee
  - E. Any person wishing to address the Board on any item that is not on the Agenda may do so at this time. No action may be taken on off-agenda items unless authorized by law. Comments shall be limited to three minutes per person and twenty minutes for all comments unless otherwise authorized by the Board.
  
- IV. Correspondence
  
- V. Attorney Items
  - A. **Closed Session** Pursuant to Government Code Section 54956.9(d)(2); Pending Litigation; One Matter
  
- VI. Committee Reports
  - A. Administrative Committee (Directors Durante and Hidahl)
    1. Update on changes to the Department Website
    2. Update on Station 91
    3. **Closed Session** Pursuant to Government Code Section 54957.6, conference with labor negotiations; items under negotiation: Memorandum of Understanding with the El Dorado Hills Professional Firefighters pertaining to wages and benefits; District negotiators are Directors Hidahl and Durante
  - B. Fire Committee (Directors Hus and Winn)
    1. Review and discuss Tentative Final Budget for FY2016/17
  - C. Ad Hoc Committee Reports
    1. Strategic Planning Committee (Directors Hartley and Hidahl)
    2. Solar Committee (Directors Hus and Hidahl)
    3. Communications Committee (Directors Durante and Winn)
    4. Volunteer Stakeholders Committee (Directors Hidahl and Durante)
    5. Training Facility Committee (Directors Hartley and Durante)
    6. CSD/Fire Collaboration Committee (Directors Hidahl and Durante)

- VII. Operations Report
  - A. Operations Report (Receive and file)
  - B. Review and update regarding Joint Powers Authority
  
- VIII. Fiscal Items
  - A. Public Hearing: Review and approve Resolution 2016-11, approving the Final Budget for fiscal year 2016/17 and authorize expenditures from Reserve Funds
  - B. Public Hearing: Review and approve Resolution 2016-12, adopting the Appropriation Limits for fiscal year 2016/17
  - C. Review and approve Resolution 2016-13, approving the adoption of the Public Agencies Post-Employment Benefits Trust administered by Public Agency Retirement Services (PARS)
  
- IX. New Business
  - A. Review and approve Resolution 2016-14 Adopting the Conflict of Interest Code
  - B. Ordinance introduction and first reading- Ordinance 2016-37 Fire Code Adoption
  - C. Review and Approve the following EDHFD Chief Officer Armament Policies and recommended change to the Rules and Regulations.
    - 1. Policy
      - a. Designation of Peace Officer Status
      - b. Defensive Equipment Authorized for Peace Officers
      - c. Use of Force
      - d. Shooting
    - 2. Rules & Regulations
      - a. Amend Rules and Regulations Article V, Section 15 General Rules to read; No firearms allowed on Department property with the exception of Designated Peace Officers
  
- X. Old Business
  
- XI. Oral Communications
  - A. Directors
  - B. Staff
  
- XII. Adjournment

*Note: Action may be taken on any item posted on this agenda.*

***This Board meeting is normally recorded.***

# EL DORADO HILLS COUNTY WATER DISTRICT

## SEVEN HUNDRED FOURTY SEVENTH MEETING OF THE BOARD OF DIRECTORS

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Thursday, August 18, 2016

6:00 p.m.

District Office, 1050 Wilson Boulevard, El Dorado Hills, CA 95762

### I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

President Hidahl called the meeting to order at 6:00 p.m. and Chief Roberts led the Pledge of Allegiance. Directors in attendance: Durante, Hartley, Hidahl, and Hus. Director Hartley attended via teleconference. Staff in attendance: Chief Roberts and Director of Finance Braddock. Counsel Cook was also in attendance.

### II. CONSENT CALENDAR

- A. Approve Minutes of the 745th Board meeting held July 21, 2016
- B. Approve Minutes of the 746th Special Board meeting held August 8, 2016
- C. Approve Financial Statements for July 2016

*Director Durante made a motion to approve the consent calendar, seconded by Director Hus and unanimously carried.*

### III. ORAL COMMUNICATIONS

- A. EDH Professional Firefighters – None
- B. EDH Firefighters Association – None
- C. EDH Volunteer Firefighters – None
- D. Latrobe Advisory Committee – None
- E. Public Comment – Richard Ross, citizen, requested that the Board minutes include more specific information about what was discussed.

### IV. CORRESPONDENCE – Chief Roberts included a late addition of correspondence from Christina Barnette regarding an alternative option for Station 91. Included in the correspondence is an estimated cost for a 6000 square foot building that includes a 2 engine apparatus bay and living quarters. Director Hidahl referred this item back to committee.

President Hidahl requested that **Closed Session Item V-A, Closed Session Item VI-A.3, and Closed Session Item VI-A.4** be moved on the agenda before **XI. Oral Communications** and the Board concurred.

### V. ATTORNEY ITEMS – Counsel Cook asked to schedule a committee meeting with the Admin Committee and the Fire Committee to discuss the Vaping and Investment Policies.

- A. **Closed Session Pursuant to Government Code Section 54956.9(D)(1); Conference with legal counsel regarding pending litigation; One Matter; Thomas and Helen Austin v. The County of El Dorado, et. al.; El Dorado County Superior Court Case No. 21050633 – No action taken.**

## VI. COMMITTEE REPORTS

- A. **Administrative Committee (Directors Durante and Hidahl)**
1. **Review and update construction progress of Station 84** – Director Hidahl stated that the final payment has been made, the Station is fully operational, and the item can be removed from future agendas.
  2. **Update on Station 91** – Chief Roberts stated that the Strategic Planning Committee will need to meet and further discuss the options for a permanent facility. Director Hus asked if staff could provide more detailed data on the daily activities of Station 91.
  3. **Closed Session Pursuant to Government Code Section 54957.6, conference with labor negotiations; items under negotiation: Memorandum of Understanding with the El Dorado Hills Professional Firefighters pertaining to wages and benefits; District negotiators are Directors Hidahl and Durante** – Item referred back to committee.
  4. **Closed Session Pursuant to Government Code Section 54957.6, conference with labor negotiators; items under negotiation: Agreements with unrepresented employees (Fire Chief and Director of Finance) pertaining to wages and benefits; District negotiators are Directors Hidahl and Durante** – Director Hidahl summarized the proposed Director of Finance agreement. Director Hus requested that the vote be deferred to the September Board meeting so that the public has time to review the agreement. Counsel Cook added that the Board would like to change the wording on page 1 regarding the step increase eligibility to reflect that the goals will be established by the Fire Chief with input from the Board Fire Committee.

*Director Durante made a motion to approve the Director of Finance wages and benefits agreement subject to the stated wording revision, seconded by Director Hartley and carried (Roll call: Ayes: 3; Noes; 1-Hus).*

- B. **Fire Committee (Directors Hus and Winn) –**
1. **Approve opening a PARS account for pension and OPEB pre-funding**– Director Hus stated the Fire committee is recommending the Department open a PARS account for potential diversification of funds.

*Director Hus made a motion to Approve opening a PARS account for pension and OPEB pre-funding, seconded by Director Hidahl and unanimously carried.*

**C. Ad Hoc Committee Reports**

1. **Strategic Planning Committee (Directors Hartley and Hidahl)** – No report.
2. **Solar Committee (Directors Hus and Hidahl)** – Director Hus reported that the Solar Committee talked with Gopal about assessing the function of the solar system. Director Hidahl reported that Staff will internally assess and track the system and determine if Gopal's services will be needed.
3. **Communications Committee (Directors Durante and Winn)** – Director Durante reported that the committee met and has a recommendation for the Board to be discussed under New Business.
4. **Volunteer Stakeholders Committee (Directors Hidahl and Durante)** – No report.
5. **Training Facility Committee (Directors Hartley and Durante)** – Chief Roberts reported that Staff met with Dennis Dong and asked him to work on an estimate for the architectural design to submit with the 16/17 Final Budget.
6. **CSD/Fire Collaboration Committee (Directors Hidahl and Durante)** – No report.
7. **Real Property Committee** – No report. Director Hus recommended this item be removed from future agendas.

**VII. OPERATIONS REPORT**

- A. **Operation Report (received and filed)** – Director Hus stated the medic unit response times are meeting the 10-minute goal less than 90% of the time and asked to see the JPA reports showing the number of consecutive months in compliance.
- B. **Review and update regarding Joint Powers Authority** – Chief Roberts reported that the JPA is researching new 12-lead EKG units and testing to verify that the reports can be electronically sent to the hospitals. He also reported that Staff is waiting for EMSA to determine which PCR program they want the Paramedics to use.

**VIII. FISCAL ITEMS**

- A. **Review and approve Resolution 2016-09 to approve an amendment to the contract between the Board of Administration California Public Employees' Retirement System and the Board of Directors El Dorado Hills County Water District** – Director of Finance Braddock stated that CalPERS requires Board approval of a final resolution prior to implementing the agreed upon increase to the employee PERS contribution in October.

*Director Hus made a motion to approve Resolution 2016-09 to approve an amendment to the contract between the Board of Administration California Public Employees' Retirement System and the Board of Directors El Dorado Hills County Water District subject to Stacy's review, seconded by Director Durante and unanimously carried.*

**IX. NEW BUSINESS**

- A. **Authorize staff to contract with Northrop-Grumman in partnership with CALFIRE-AUE for the instillation/programing of the ComTech Facility Alerting Interface** – Chief Keating stated that Staff would like to contract with Northrup-Grumman to program and install a ComTech Alerting system in order to improve the Department's dispatch times.

*Director Durante made a motion to authorize staff to contract with Northrop-Grumman in partnership with CALFIRE-AUE for the instillation/programing of the ComTech Facility Alerting Interface in the amount of \$59,938, seconded by Director Hartley and unanimously carried.*

- B. **Review and approve Resolution 2016-10 adopting findings supporting amendments to the Fire Code** – Fire Marshal Cox reported that the State requires the Board to approve the findings supporting documents to the Fire Code in order for the District to impose more stringent requirements.

*Director Durante made a motion to approve Resolution 2016-10 adopting findings supporting amendments to the Fire Code, seconded by Director Hartley and unanimously carried (Roll call: Ayes: 4; Noes; 0).*

- C. **Fire Chief strike team reimbursement** – Chief Roberts stated that he was on a 258-hour strike team assignment and has submitted a staff report requesting Board approval for payment to be reimbursed by the State of California O.E.S.

*Director Hidahl made a motion to approve the Fire Chief strike team reimbursement, seconded by Director Hartley and unanimously carried.*

- D. Temporary change to authorized staffing- succession planning** – Chief Roberts requested that the Board authorize a change to the authorized Operations Support position allowing a promotion of one additional Battalion Chief to temporarily fill that position. He explained that this change would allow for succession planning and training and would be opened back up for its original purpose when Shift Battalion Chief Moreno retires. Director of Finance Braddock reported that the fiscal impact of up to \$80,000 was calculated assuming this position would last the remainder of the fiscal year. Director Hus requested a roll call vote.

*Director Hartley made a motion to approve the temporary change to authorized staffing-succession planning, seconded by Director Durante and carried (Roll call: Ayes: 3; Noes; 1-Hus).*

**X. OLD BUSINESS** – None

**The Board adjourned to discuss Closed Session Item V-A, Closed Session Item VI-A.3, and Closed Session Item VI-A.4 at 7:30 p.m.**

The meeting reconvened at 8:48 p.m. The Board took no action during closed session.

**XI. ORAL COMMUNICATIONS**

- A. Directors** – Director Hartley requested that the Administrative Committee look at the Board Policy Manual regarding the process Directors should use to request information from Staff members and Counsel. President Hidahl stated that the Administrative Committee will need to meet either September 13<sup>th</sup> or 14<sup>th</sup> to meet and confer with the Union.
- B. Staff** – Chief Roberts reported that rotating strike teams have been out consistently since the beginning of summer.

**XII. ADJOURNMENT**

*Director Durante made a motion to adjourn the meeting, seconded by Director Hus, and unanimously carried.*

The meeting adjourned at 9:02 p.m.

Approved:

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John Hidahl, President

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Jessica Braddock, Board Secretary

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending August 31, 2016



	TENTATIVE FINAL Full Year Budget FY16/17	Actual August 2016	Actual YTD August 31, 2016	YTD Actual to TENTATIVE FINAL Full Year Budget	(Target 16.7%) YTD Actual % of TENTATIVE FINAL Full Year Budget	Notes/Comments
<b>Revenue</b>						
<b>3240 · Tax Revenue</b>						
3260 · Secured Tax Revenue	15,164,380	2,091	2,091	(15,162,289)		} Timing of property tax revenue collection
3270 · Unsecured Tax Revenue	287,393	1,280	1,280	(286,113)		
3280 · Homeowners Tax Revenue	144,962	-	-	(144,962)		
3320 · Supplemental Tax Revenue	234,671	11,995	11,995	(222,676)		
3330 · Sacramento County Revenue	27,456	-	-	(27,456)		
3335 · Latrobe Revenue				-		
3335.2 · Latrobe Special Tax	36,840	-	-	(36,840)		
3335.3 · Latrobe Base Transfer	256,651	-	-	(256,651)		
3340 · Property Tax Administration Fee	(364,250)	-	-	364,250		
<b>Total 3240 · Tax Revenue</b>	<b>15,788,103</b>	<b>15,365</b>	<b>15,365</b>	<b>(15,772,738)</b>	<b>0%</b>	
<b>3505 · Misc. Revenue, Vacant Lot</b>	<b>-</b>	<b>(8,340)</b>	<b>(8,340)</b>	<b>(8,340)</b>	<b>0%</b>	Weed abatement costs to be offset with revenue collection in future months
<b>3506 · Misc. Revenue, Fire Prev. Fees</b>	<b>70,000</b>	<b>3,125</b>	<b>3,566</b>	<b>(66,434)</b>	<b>5%</b>	Timing of collection will vary
<b>3510 · Misc. Operating Revenue</b>						
3512 · JPA Revenue	918,537	-	-	(918,537)	0%	JPA Revenue billed on a quarterly basis
3513 · Rental Income (Cell site)	36,000	2,100	4,200	(31,800)	12%	2nd Cell Site Budgeted later in fiscal year
3515 · OES/Mutual Aid Reimbursement	414,000	-	-	(414,000)	0%	Timing - no OES invoices recorded to date
3520 · Interest Earned	70,000	297	492	(69,508)	1%	Timing - LAIF interest recorded on a quarterly basis
3510 · Misc. Operating Revenue - Other	20,000	3,142	3,142	(16,858)	16%	
<b>Total 3510 · Misc. Operating Revenue</b>	<b>1,458,537</b>	<b>5,539</b>	<b>7,833</b>	<b>(1,450,703)</b>	<b>1%</b>	
<b>Total Operating Revenue</b>	<b>\$ 17,316,639</b>	<b>\$ 24,029</b>	<b>\$ 26,764</b>	<b>\$ (17,289,875)</b>	<b>0%</b>	
<b>3550 · Development Fee</b>						
3560 · Development Fee Revenue	1,600,000	256,786	434,457	(1,165,543)	27%	
3561 · Development Fee Interest	-	1,965	3,363	3,363	100%	
<b>Total 3550 · Development Fee</b>	<b>1,600,000</b>	<b>258,750</b>	<b>437,820</b>	<b>(1,162,180)</b>	<b>27%</b>	
<b>3570 · Proceeds from Sale of Assets</b>	<b>60,000</b>	<b>60,000</b>	<b>60,130</b>	<b>130</b>	<b>100%</b>	
<b>Total Revenue</b>	<b>\$ 18,976,639</b>	<b>\$ 334,439</b>	<b>\$ 516,374</b>	<b>\$ (18,460,265)</b>	<b>3%</b>	

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
**For the Period Ending August 31, 2016**



	TENTATIVE FINAL Full Year Budget FY16/17	Actual August 2016	Actual YTD August 31, 2016	YTD Actual to TENTATIVE FINAL Full Year Budget	(Target 16.7%) YTD Actual % of TENTATIVE FINAL Full Year Budget	Notes/Comments
<b>Expenditures</b>						
6000 · Salaries & Wages						
6001 · Salaries & Wages, Fire	5,912,782	435,089	865,657	5,047,126	15%	
6011 · Education/Longevity Pay	495,050	33,595	67,172	427,878	14%	
6016 · Salaries & Wages, Admin/Prev	615,556	36,800	75,742	539,814	12%	
6017 · Volunteer Pay	100,000	2,296	27,956	72,044	28%	Semi-annual lump sum payment made in July
6018 · Director Pay	18,000	1,700	1,700	16,300	9%	
6019 · Overtime						
6019.1 · Overtime, Operational	1,685,706	224,907	411,735	1,273,971	24%	Several employees out on extended sick leave, strike team OT not yet reclassified
6019.2 · Overtime, Outside Aid	412,000	-	-	412,000	0%	
6019.3 · Overtime, JPA	103,397	9,390	26,436	76,960	26%	Several employees out on extended sick leave, strike team OT not yet reclassified
Total 6019 · Overtime	2,201,102	234,297	438,171	1,762,931	20%	Annual Lump Sum Payment of \$580k made in July
6020 · P.E.R.S. Retirement	2,306,236	135,239	857,682	1,448,553	37%	
6030 · Workers Compensation	798,529	60,844	121,687	676,842	15%	
6031 · Life Insurance	6,224	486	973	5,252	16%	
6032 · P.E.R.S. Health Benefits	1,449,069	120,264	360,805	1,088,264	25%	Prepayment of Sept premium in August
6033 · Disability Insurance	16,170	-	2,769	13,402	17%	
6034 · Health Cost of Retirees	866,964	46,478	439,439	427,525	51%	Annual Lump Sum Payment of \$300k made in July
6040 · Dental/Vision Expense	174,840	9,912	27,947	146,893	16%	
6050 · Unemployment Insurance	14,490	397	419	14,071	3%	
6060 · Vacation & Sick Expense Reserve	150,000	-	-	150,000	0%	True-up entries to be made on a quarterly basis
6070 · Medicare	139,261	10,452	20,901	118,360	15%	
Total 6000 · Salaries & Wages	15,264,273	1,127,849	3,309,018	11,955,255	22%	
6100 · Clothing & Personal Supplies						
6101 · Uniform Allowance	64,850	-	24,900	39,950	38%	Semi-Annual Uniform Allowance paid in July
6102 · Other Clothing & Personal Supplies	54,845	1,012	1,904	52,941	3%	
Total 6100 · Clothing & Personal Supplies	119,695	1,012	26,804	92,891	22%	

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending August 31, 2016



	TENTATIVE FINAL Full Year Budget FY16/17	Actual August 2016	Actual YTD August 31, 2016	YTD Actual to TENTATIVE FINAL Full Year Budget	(Target 16.7%) YTD Actual % of TENTATIVE FINAL Full Year Budget	Notes/Comments
<b>6110 · Network/Communications</b>						
6111 · Telecommunications	67,352	2,692	3,534	63,818	5%	
6112 · Dispatch Services	120,000	-	-	120,000	0%	Dispatch services billed on a quarterly basis
6113 · Network/Connectivity	34,850	2,242	4,555	30,296	13%	
<b>Total 6110 · Communications</b>	<b>222,202</b>	<b>4,935</b>	<b>8,089</b>	<b>214,113</b>	<b>4%</b>	
<b>6120 · Housekeeping</b>	<b>30,214</b>	<b>1,554</b>	<b>2,479</b>	<b>27,735</b>	<b>8%</b>	
<b>6130 · Insurance</b>						
6131 · General Insurance	55,659	-	-	55,659	0%	Annual General insurance not yet billed
<b>Total 6130 · Insurance</b>	<b>55,659</b>	<b>-</b>	<b>-</b>	<b>55,659</b>	<b>0%</b>	
<b>6140 · Maintenance of Equipment</b>						
6141 · Tires	25,000	1,574	1,574	23,426	6%	
6142 · Parts & Supplies	21,000	1,702	2,214	18,786	11%	
6143 · Outside Work	116,053	1,792	4,476	111,577	4%	
6144 · Equipment Maintenance	90,420	4,732	7,936	82,484	9%	
6145 · Radio Maintenance	20,430	-	1,809	18,621	9%	
<b>Total 6140 · Maintenance of Equipment</b>	<b>272,903</b>	<b>9,801</b>	<b>18,010</b>	<b>254,892</b>	<b>7%</b>	
<b>6150 · Maintenance, Structures &amp; Ground</b>	<b>107,566</b>	<b>18,104</b>	<b>20,641</b>	<b>86,925</b>	<b>19%</b>	
<b>6160 · Medical Supplies</b>						
6161 · Medical Supplies	5,500	-	-	5,500	0%	
<b>Total 6160 · Medical Supplies</b>	<b>5,500</b>	<b>-</b>	<b>-</b>	<b>5,500</b>	<b>0%</b>	
<b>6170 · Dues and Subscriptions</b>	<b>11,339</b>	<b>1,333</b>	<b>1,793</b>	<b>9,546</b>	<b>16%</b>	
<b>6180 · Miscellaneous</b>						
6181 · Miscellaneous	4,000	306	547	3,453	14%	
6182 · Honor Guard	1,000	-	-	1,000	0%	
6183 · Explorer Program	2,500	18	18	2,482	1%	
6184 · Pipes and Drums	-	-	-	-	0%	
<b>Total 6180 · Miscellaneous</b>	<b>7,500</b>	<b>324</b>	<b>565</b>	<b>6,935</b>	<b>8%</b>	
<b>6190 · Office Supplies</b>	<b>24,599</b>	<b>5,118</b>	<b>7,103</b>	<b>17,496</b>	<b>29%</b>	Budgeted Sit-Stand converters purchased in August

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending August 31, 2016



	TENTATIVE FINAL Full Year Budget FY16/17	Actual August 2016	Actual YTD August 31, 2016	YTD Actual to TENTATIVE FINAL Full Year Budget	(Target 16.7%) YTD Actual % of TENTATIVE FINAL Full Year Budget	Notes/Comments
<b>6200 · Professional Services</b>						
6201 · Audit	10,500	-	-	10,500	0%	
6202 · Legal/Human Resources	138,210	2,032	9,282	128,928	7%	
6203 · Notices	3,000	176	234	2,767	8%	
6204 · Other Professional Services	214,094	31,553	51,193	162,902	24%	LAFCO annual service charge/Traffic Study first installment paid in July
6205 · Elections/Tax Administration	20,000	-	-	20,000	0%	
6206 · Public Relations	4,900	100	100	4,800	2%	
<b>Total 6200 · Professional Services</b>	<b>390,704</b>	<b>33,860</b>	<b>60,808</b>	<b>329,897</b>	<b>16%</b>	
<b>6210 · Information Technology</b>						
6211 · Software Licenses/Subscriptions	68,744	70	8,343	60,401	12%	
6212 · IT Support/Implementation	107,374	11,113	11,113	96,261	10%	
<b>Total 6210 · Information Technology</b>	<b>176,118</b>	<b>11,183</b>	<b>19,456</b>	<b>156,662</b>	<b>11%</b>	
<b>6220 · Rents and Leases</b>						
6221 · Facilities/Equipment Lease	17,998	515	949	17,048	5%	Budgeted solar start date at beginning of fiscal year but not all stations in service. Offsetting cost in Electricity.
6222 · Solar Lease	65,388	-	-	65,388	0%	
<b>Total 6220 · Rents and Leases</b>	<b>83,386</b>	<b>515</b>	<b>949</b>	<b>82,436</b>	<b>1%</b>	
<b>6230 · Small Tools and Supplies</b>	<b>49,850</b>	<b>944</b>	<b>3,299</b>	<b>46,551</b>	<b>7%</b>	
<b>6240 · Special Expenses</b>						
6241 · Training	118,327	13,911	15,809	102,518	13%	
6242 · Fire Prevention	18,310	1,063	1,473	16,837	8%	
6243 · Licenses	-	-	-	-	0%	
6244 · Directors' Training & Travel	-	-	-	-	0%	
<b>Total 6240 · Special Expenses</b>	<b>136,637</b>	<b>14,973</b>	<b>17,282</b>	<b>119,355</b>	<b>13%</b>	
<b>6250 · Transportation and Travel</b>						
6251 · Fuel and Oil	70,000	5,448	6,265	63,735	9%	
6252 · Travel	19,000	810	1,492	17,508	8%	
6253 · Meals & Refreshments	21,000	759	1,873	19,127	9%	
<b>Total 6250 · Transportation and Travel</b>	<b>110,000</b>	<b>7,016</b>	<b>9,630</b>	<b>100,370</b>	<b>9%</b>	

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending August 31, 2016



	TENTATIVE FINAL Full Year Budget FY16/17	Actual August 2016	Actual YTD August 31, 2016	YTD Actual to TENTATIVE FINAL Full Year Budget	(Target 16.7%) YTD Actual % of TENTATIVE FINAL Full Year Budget	Notes/Comments
<b>6260 · Utilities</b>						
6261 · Electricity	10,200	8,398	8,398	1,802	82%	Budgeted solar start date at beginning of fiscal year but not all stations in service. Offsetting savings in Solar Lease. Credits received from PG&E
6262 · Natural Gas/Propane	17,000	49	(158)	17,158	-1%	
6263 · Water/Sewer	14,000	2,522	2,522	11,478	18%	
<b>Total 6260 · Utilities</b>	<b>41,200</b>	<b>10,970</b>	<b>10,763</b>	<b>30,437</b>	<b>26%</b>	
<b>Total Operating Expenditures</b>	<b>\$ 17,109,345</b>	<b>\$ 1,249,492</b>	<b>\$ 3,516,689</b>	<b>\$ 13,592,655</b>	<b>21%</b>	
<b>Operating Revenue - Operating Expenditures</b>	<b>\$ 207,294</b>	<b>\$ (1,225,463)</b>	<b>\$ (3,489,925)</b>	<b>\$ 3,697,219</b>		
6560 · Payroll Exps- PERS Prepayment	-			-	0%	
6720 · Fixed Assets	2,725,405	26,982	29,187	2,696,218	1%	
<b>Total Expenditures</b>	<b>\$ 19,834,750</b>	<b>\$ 1,276,474</b>	<b>\$ 3,545,877</b>	<b>\$ 16,288,873</b>	<b>18%</b>	
<b>Total Revenue - Total Expense</b>	<b>\$ (858,111)</b>	<b>\$ (942,034)</b>	<b>\$ (3,029,503)</b>	<b>\$ (2,171,392)</b>		

El Dorado Hills Fire Department

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Register: 1000 · Bank of America  
 From 08/01/2016 through 08/31/2016  
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/01/2016		Transfer from LAIF	1074 · Local Agency I...	Confirm #1511...		X	350,000.00	688,982.55
08/01/2016	EFT	ADP (FSA)	-split-		30.00	X		688,952.55
08/02/2016		Deposit	-split-	Deposit		X	6,474.67	695,427.22
08/03/2016	EFT	Nationwide Retireme...	-split-		300.00	X		695,127.22
08/03/2016	EFT	P.E.R.S. Retirement	-split-		76,587.27	X		618,539.95
08/03/2016	EFT	P.E.R.S. ING	-split-		3,276.93	X		615,263.02
08/03/2016	19597	Absolute Secured Sh...	-split-		35.00	X		615,228.02
08/03/2016	19598	Advantage Gear, Inc.	6180 · Miscellaneous:6...		18.22	X		615,209.80
08/03/2016	19599	Aflac	2029 · Other Payable		209.44	X		615,000.36
08/03/2016	19600	Allstar Fire Equipme...	6100 · Clothing & Pers...		252.63	X		614,747.73
08/03/2016	19601	Appliance Company	6150 · Maintenance,Str...	Invoice # 32132	290.33	X		614,457.40
08/03/2016	19602	APPTIX Inc.	6200 · Professional Ser...	Invoice # INV0...	2,680.00	X		611,777.40
08/03/2016	19603	AT&T (CALNET 2)	-split-		61.81	X		611,715.59
08/03/2016	19604	Burkett's	-split-		270.80	X		611,444.79
08/03/2016	19605	Comcast	6200 · Professional Ser...	Account # 815...	150.97	X		611,293.82
08/03/2016	19606	East Bay Tire Co.	-split-		5,944.03	X		605,349.79
08/03/2016	19607	El Dorado Disposal S...	-split-	Garbage	724.10	X		604,625.69
08/03/2016	19608	Francisco Garcia Lan...	6150 · Maintenance,Str...	Invoice # 6781	1,210.00	X		603,415.69
08/03/2016	19609	InterState Oil Compa...	-split-		1,659.24	X		601,756.45
08/03/2016	19610	L.N. Curtis & Sons	-split-	Invoice # INV3...	6,025.60	X		595,730.85
08/03/2016	19611	Managed Health Net...	6200 · Professional Ser...	Invoice # 3200...	651.24	X		595,079.61
08/03/2016	19612	Modular Space Corp...	6220 · Rents and Lease...	Invoice # 5016...	434.30	X		594,645.31
08/03/2016	19613	Motorola Solutions Inc	-split-	Invoice # 1312...	21,727.53	X		572,917.78
08/03/2016	19614	Kyle Tucker	-split-		410.00	X		572,507.78
08/03/2016	19615	Nathan Tarry	-split-		205.00	X		572,302.78
08/03/2016	19616	National Garage Doo...	6150 · Maintenance,Str...	Invoice # 31029	240.00	X		572,062.78
08/03/2016	19617	P. G. & E.	-split-		6,302.42	X		565,760.36
08/03/2016	19618	Riverview Internatio...	6140 · Maintenance of ...	Order # 241411	325.08	X		565,435.28
08/03/2016	19619	Sierra Bushmen	-split-		2,440.00	X		562,995.28
08/03/2016	19620	Standard Insurance Co.	6000 · Wages & Benef...	Policy # 00 359...	486.40	X		562,508.88
08/03/2016	19621	State Compensation ...	6000 · Wages & Benef...	Policy # 11048...	60,843.58	X		501,665.30
08/03/2016	19622	Sweet Septic System...	6150 · Maintenance,Str...	Invoice # 17122	275.00	X		501,390.30
08/03/2016	19623	Thoro KLeen	-split-	Invoice # 3377	2,870.00			498,520.30
08/03/2016	19624	Tyler Avery	-split-		1,415.68	X		497,104.62
08/03/2016	19625	Waynes Locksmith	6720 · Fixed Assets	Invoice # 0000...	606.96	X		496,497.66
08/03/2016	19626	Wells Fargo Bank	2026 · EDH Associate...	Payroll Deducti...	4,800.12	X		491,697.54
08/03/2016	19627	Connie Bair	-split-		150.00	X		491,547.54
08/03/2016	19628	Brian Bresnahan	-split-		150.00			491,397.54
08/03/2016	19629	Carol Caughey	-split-		150.00	X		491,247.54
08/03/2016	19630	David Kennedy	-split-		100.00	X		491,147.54

El Dorado Hills Fire Department

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/03/2016	19631	John Niehues	-split-		150.00	X		490,997.54
08/03/2016	19632	Dwight Piper	-split-		150.00	X		490,847.54
08/03/2016	19633	Frederick Russell	-split-		150.00	X		490,697.54
08/03/2016	19634	Angelica Silveira	-split-		150.00	X		490,547.54
08/04/2016	EFT	Nationwide Retireme...	-split-		19,455.95	X		471,091.59
08/04/2016	EFT	ADP (FSA)	-split-		243.43	X		470,848.16
08/04/2016	PR16-8-1		-split-	Total Payroll T...	78,164.77	X		392,683.39
08/04/2016	PR16-8-1		1000 · Bank of Americ...	Direct Deposit	239,245.42	X		153,437.97
08/04/2016	PR16-8-1		1000 · Bank of Americ...	Payroll Checks		X		153,437.97
08/05/2016	EFT	ADP (FSA)	-split-		15.00	X		153,422.97
08/08/2016	EFT	ADP (FSA)	-split-		162.50	X		153,260.47
08/08/2016	19635	Greg F. Durante (Di...	-split-		400.00	X		152,860.47
08/08/2016	19636	Charles J. Hartley	-split-		300.00	X		152,560.47
08/08/2016	19637	John Hidahl	-split-		500.00	X		152,060.47
08/08/2016	19638	Douglas A. Hus	-split-		400.00	X		151,660.47
08/08/2016	19639	Barbara Winn	-split-		100.00			151,560.47
08/08/2016	19640	Michael MacKenzie	2029 · Other Payable		683.02	X		150,877.45
08/11/2016	EFT	Bank of America	-split-	Authorized Re...	249.55	X		150,627.90
08/11/2016	EFT	ADP (FSA)	-split-		17.96	X		150,609.94
08/12/2016	EFT	ADP	6200 · Professional Ser...		330.63	X		150,279.31
08/12/2016	EFT	ADP (FSA)	-split-		15.00	X		150,264.31
08/15/2016			6200 · Professional Ser...	Service Charge	137.94	X		150,126.37
08/15/2016	EFT	Employment Develo...	-split-	Conf# 1-770-3...	368.00	X		149,758.37
08/15/2016	EFT	ADP (FSA)	-split-		5.00	X		149,753.37
08/15/2016	19641	A-CHECK	2029 · Other Payable	Invoice # 59-0...	37.50	X		149,715.87
08/15/2016	19642	All Star Printing	6190 · Office Supplies	Invoice# 71232	459.53	X		149,256.34
08/15/2016	19643	Aramark	6100 · Clothing & Pers...	Invoice # 6347...	74.66			149,181.68
08/15/2016	19644	Ashby Communicati...	-split-		725.00	X		148,456.68
08/15/2016	19645	AT&T (CALNET 2)	-split-		198.92	X		148,257.76
08/15/2016	19646	Best Best & Krieger	6200 · Professional Ser...	Invoice # 777500	2,031.64	X		146,226.12
08/15/2016	19647	Bugman Pest Control	-split-		115.00	X		146,111.12
08/15/2016	19648	Caltronics Business ...	6190 · Office Supplies		248.31	X		145,862.81
08/15/2016	19649	Camino Outdoor Po...	6140 · Maintenance of ...	Invoice # 124546	60.85			145,801.96
08/15/2016	19650	Citygate Associates, ...	-split-	Invoice # 24021	7,080.12	X		138,721.84
08/15/2016	19651	Comcast Business	-split-	Invoice # 4504...	1,377.16	X		137,344.68
08/15/2016	19652	Core Logic	6170 · Dues and Subsc...	Invoice # 8171...	137.50	X		137,207.18
08/15/2016	19653	El Dorado Irrigation ...	-split-		486.14	X		136,721.04
08/15/2016	19654	Fastenal Company	6230 · Small Tools and...	Inv # CAELD2...	87.19	X		136,633.85
08/15/2016	19655	FedEx	6190 · Office Supplies	Invoice # 4-35...	21.81	X		136,612.04
08/15/2016	19656	Hefner, Stark & Mar...	-split-		19,959.80	X		116,652.24

El Dorado Hills Fire Department

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08/15/2016	19657	InterState Oil Compa...	-split-		638.22	X		116,014.02
08/15/2016	19658	Interwest Consulting ...	6200 · Professional Ser...	Invoice # 27547	262.50	X		115,751.52
08/15/2016	19659	Benuto Tree Service	3505 · Misc. Revenue, ...		5,900.00	X		109,851.52
08/15/2016	19660	Jorgensen Company	6140 · Maintenance of ...	Invoice # 5602...	102.88	X		109,748.64
08/15/2016	19661	Kaiser Foundation H...	-split-		814.00	X		108,934.64
08/15/2016	19662	El Dorado Hills Busi...	-split-		864.44	X		108,070.20
08/15/2016	19663	Modular Space Corp...	6220 · Rents and Lease...	Invoice # 1261...	80.63	X		107,989.57
08/15/2016	19664	Mountain Democrat	6200 · Professional Ser...	Account Numb...	176.00	X		107,813.57
08/15/2016	19665	P. G. & E.	-split-		1,765.61	X		106,047.96
08/15/2016	19666	Project Leadership A...	-split-		7,336.25	X		98,711.71
08/15/2016	19667	Rotary	6170 · Dues and Subsc...		150.00	X		98,561.71
08/15/2016	19668	SignChef Inc.	6140 · Maintenance of ...	Invoice # 234...	45.00	X		98,516.71
08/15/2016	19669	Triangle Well Drilling	6150 · Maintenance,Str...	Invoice # 10910	165.00	X		98,351.71
08/15/2016	19670	Verizon Wireless	-split-		4,297.13	X		94,054.58
08/15/2016	19671	Village Life	6170 · Dues and Subsc...		20.00	X		94,034.58
08/15/2016	19672	Wells Fargo Bank	2026 · EDH Associate...	Payroll Deducti...	2,215.20	X		91,819.38
08/16/2016		Transfer from LAIF	1074 · Local Agency I...	Confirm #1512...		X	600,000.00	691,819.38
08/18/2016	EFT	ADP (FSA)	-split-		238.08	X		691,581.30
08/18/2016	19673	Air Exchange	-split-		3,817.30	X		687,764.00
08/18/2016	19674	Alhambra	6120 · Housekeeping	Invoice # 1455...	60.98	X		687,703.02
08/18/2016	19675	Appliance Company	6150 · Maintenance,Str...	Invoice # 32529	315.13			687,387.89
08/18/2016	19676	Aramark	6100 · Clothing & Pers...	Invoice # 6347...	74.66			687,313.23
08/18/2016	19677	Ashby Communicati...	6110 · Network/Comm...		155.00	X		687,158.23
08/18/2016	19678	Bobby Boeker	-split-		60.00			687,098.23
08/18/2016	19679	Burkett's	6190 · Office Supplies		7.79	X		687,090.44
08/18/2016	19680	Caltronics Business ...	6190 · Office Supplies	Invoice # 2074...	126.85	X		686,963.59
08/18/2016	19681	De Lage Landen Fin...	6190 · Office Supplies	Account # 988...	231.13	X		686,732.46
08/18/2016	19682	Deal Heating & Air, ...	6150 · Maintenance,Str...	Invoice# 10795	1,230.00	X		685,502.46
08/18/2016	19683	Doug Veerkamp	6140 · Maintenance of ...	Invoice # 323524	1,561.32	X		683,941.14
08/18/2016	19684	El Dorado Irrigation ...	-split-		2,036.29	X		681,904.85
08/18/2016	19685	Fastenal Company	6230 · Small Tools and...	Inv # CAELD1...	19.19	X		681,885.66
08/18/2016	19686	InterState Oil Compa...	-split-		2,655.01	X		679,230.65
08/18/2016	19687	Liberty Art Works, L...	6180 · Miscellaneous:6...	Invoice # 30688	735.00	X		678,495.65
08/18/2016	19688	MES - California	6100 · Clothing & Pers...	Invoice # IN10...	385.87	X		678,109.78
08/18/2016	19689	Motorola Solutions Inc	6720 · Fixed Assets	Invoice # 1312...	950.73	X		677,159.05
08/18/2016	19690	Nathan Tarry	-split-		205.00	X		676,954.05
08/18/2016	19691	P. G. & E.	-split-		379.09	X		676,574.96
08/18/2016	19692	PowerGen Inc.	-split-		4,607.39	X		671,967.57
08/18/2016	19693	Project Leadership A...	-split-		5,440.00	X		666,527.57
08/18/2016	19694	SRPSTC	6240 · Special Expense...	Invoice # 17-017	148.00	X		666,379.57

El Dorado Hills Fire Department

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08/18/2016	19695	TFT Task Force Tips	6140 · Maintenance of ...	VOID: Invoice ...		X		666,379.57
08/18/2016	19696	West Coast Frame/C...	6140 · Maintenance of ...	Invoice # 46300	185.66	X		666,193.91
08/18/2016	19697	Chase Bank	2029 · Other Payable	Pipes & Drums	450.00	X		665,743.91
08/18/2016	19698	Wells Fargo Bank	2026 · EDH Associate...	Payroll Deducti...	4,800.12	X		660,943.79
08/18/2016	19699	Rescue Fire Departm...	-split-		16,000.00	X		644,943.79
08/18/2016	FSA YE ...	TFT Task Force Tips	6140 · Maintenance of ...	For CHK 1969...	97.43	X		644,846.36
08/18/2016	PR16-8-2		-split-	Total Payroll T...	92,121.14	X		552,725.22
08/18/2016	PR16-8-2		1000 · Bank of Americ...	Direct Deposit	266,730.07	X		285,995.15
08/18/2016	PR16-8-2		1000 · Bank of Americ...	Payroll Checks		X		285,995.15
08/19/2016	EFT	Nationwide Retireme...	-split-		19,613.26	X		266,381.89
08/19/2016	EFT	ADP (FSA Service C...	2029 · Other Payable		93.58	X		266,288.31
08/22/2016		Deposit	-split-	Deposit		X	5,584.67	271,872.98
08/22/2016	EFT	CalPERS Payable	-split-		3,250.00	X		268,622.98
08/22/2016	EFT	P.E.R.S. Health	-split-		166,742.27	X		101,880.71
08/22/2016	EFT	P.E.R.S. ING	-split-		3,276.93	X		98,603.78
08/22/2016	EFT	P.E.R.S. Retirement	-split-		79,480.10	X		19,123.68
08/22/2016	EFT	ADP (FSA)	-split-		40.00	X		19,083.68
08/23/2016	EFT	ADP (FSA)	-split-		30.00	X		19,053.68
08/26/2016	EFT	ADP (FSA)	-split-		15.00	X		19,038.68
08/26/2016	EFT	ADP	6200 · Professional Ser...		330.63	X		18,708.05
08/26/2016	19700	Conexwest	6240 · Special Expense...	Invoice # 87417	6,800.00			11,908.05
08/29/2016		Deposit	3510 · Misc. Operating...	Deposit		X	504.98	12,413.03
08/29/2016	EFT	ADP (FSA)	-split-		127.00	X		12,286.03
08/30/2016		Transfer from LAIF	1074 · Local Agency I...	Confirm #1513...		X	600,000.00	612,286.03
08/31/2016		Deposit	-split-	Deposit		X	61,230.80	673,516.83
08/31/2016		Transfer from County	1071 · General Fund B...	15-16 Close Tr...		X	605,126.39	1,278,643.22



4777 Auburn Blvd., Suite 100  
 Sacramento, CA 95841  
 (916) 344-2098  
 FAX (916) 344-0307  
 Lic. 6466849

# Application For Payment

Detailed, Grouped by Each Number

**El Dorado Hills Fire Station #84**  
 2180 Francisco Dr., El Dorado Hills, CA 95762

**Project # 14-08**  
 Tel: Fax:

<b>Application Date:</b> 4/13/2016	<b>Contract No:</b> 01	<b>Application No:</b> 017
<b>To Owner:</b> El Dorado Hills County Water District 1050 Wilson Blvd. El Dorado Hills, CA 95762	<b>From Contractor:</b> S W Allen Construction Inc 4777 Auburn Blvd., Ste. 100 Sacramento, CA 95841	<b>Via Architect:</b> Calpo Horn & Dong Architects 2120 20th St., Ste. One Sacramento, CA 95818
<b>Contract For:</b>	<b>Period Number:</b> 17	<b>Period To:</b> 4/26/2016

### Application For Payment Summary

1. Original Contract Value.....	4,923,715
2. Net Change by Change Orders.....	(41,873)
3. Contract Value To Date.....	4,881,842
4. Total Completed Stored To Date.....	4,881,842
5. Completed Work Retainage.....	0
6. Stored Material Retainage.....	0
7. Total Retainage.....	0
8. Total Earned Less Retainage.....	4,881,842
9. Less Previous Certificates For Payment.....	4,844,732
10. Current Payment Due.....	37,110
11. Balance To Finish, Including Retainage.....	0

Change Order Summary	Additions	Deductions
Total changes in previous months	58,623	100,996
Total approved this month	500	0
<b>Totals</b>	<b>59,123</b>	<b>100,996</b>

**Net Changes by Change Order** (41,873)

*APPROVED FOR PAYMENT*  
*04/02/16*  
*8/31/16*  
*[Signature]*

**Contractor Signature:** *[Signature]*  
 By: \_\_\_\_\_ Date: *4/26/16*  
**Amount Certified:** *\$ 37,110*  
**Architect Signature:**  
 By: \_\_\_\_\_ Date: \_\_\_\_\_  
**Owner Signature:**  
 By: \_\_\_\_\_ Date: \_\_\_\_\_  
**Notary Signature:**  
 By: *See Attached* Date: *4.26.16*

## ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California  
County of Sacramento )

On 04/26/2016 before me, Savannah Souza  
(insert name and title of the officer)

personally appeared Stephen W. Allen,  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature S. Souza (Seal)



2016/17

TENTATIVE FINAL BUDGET

# EL DORADO HILLS FIRE DEPARTMENT



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## INTRODUCTION

The attached budget is the recommended Final Budget for fiscal year 2016/2017. As per statutory requirement, the Final Budget must be adopted by September 30, 2016.

### BACKGROUND

The Tentative Final Budget was developed with the participation and input from the Director of Finance, all Chief Officers, and Staff. The funding philosophy for this budget remains consistent with prior years in that a portion of the various Fund Balances is identified to fund a portion of the expenditures. This meets the objectives of maintaining the District on a progressive track and provides for continuing growth and efficiencies.

### SUMMARY

The Budget is currently broken down into three separate funds: the General Fund, the Capital Replacement Fund, and the Development Fee Fund. Below is a summary of each fund:

#### General Fund

The General Fund provides for all ongoing expenditures to maintain the District's continuing operations. These expenditures include personnel costs, supplies, services, governmental fees, and other miscellaneous operating costs. Generally, this portion of the budget includes those operating expenditures that are recurring and routine in nature. To maintain a strong fiscal balance, the general operating expenditures are funded from recurring operating revenues.

The Board recently adopted a District Reserve Policy that establishes guidelines for maintaining a minimum balance in the General Reserve Fund equivalent to at least one half of the current year budgeted operating expenditures. The budgeted ending General Reserve Fund balance exceeds this goal.

#### Capital Replacement Fund

The Capital Replacement Fund supports reinvestment in the infrastructure of the District. Generally, these investments are in the replacement or necessary improvement of fleet and facilities that exceeds routine maintenance. All District capital expenditures are budgeted in the Capital Replacement Fund for fiscal year 2016/17.

It the recently adopted District Reserve Policy, a goal was established to contribute to the Capital Replacement Fund annually to ensure the balance is sufficient to replace, repair, or restore the District's capital assets at the end of their useful lives. There are no budgeted contributions or transfers to this fund in fiscal year 2016/17.

#### Development Fee Fund

The Development Fee Fund is used to account for all restricted Development Impact Fee Revenue and qualifying expenditures. Fund expenditures are restricted to capital investments resulting

directly from growth in the District. Qualifying expenditures are determined and approved in advance as a part of the District's 5-year Capital Plan, which is updated and reviewed by El Dorado County on a periodic basis.

### **Reserve Fund Balances**

The District continues to closely monitor and control expenditures in an effort to preserve its reserve balances. The Tentative Final budget reflects an overall decrease in total reserve balances for fiscal year 2016/17. The General Reserve Fund is budgeted to increase by \$267,295, as operating revenues are budgeted to exceed operating expenditures. There is a budgeted increase in the Development Fee Reserve Fund of \$462,500 resulting from higher projected development fee revenue than qualified expenditures. There is an offsetting decrease in the budgeted Capital Replacement Reserve Fund balance of \$1,587,905 due to significant budgeted capital expenditures.

The District has loaned from the General Reserve Fund to the Development Fee Fund in prior years which is anticipated to be paid back this fiscal year. Any money not spent on new development from this fund will be used to pay back the General Reserve Fund. The District continues to see increased revenue from Development Fees due to growth.

### **Revenues**

Secured, Unsecured, and Homeowners Exemption Property Tax Revenue projections are based on estimates provided by El Dorado County, as well as the County's offsetting administrative fee. Supplemental and Sacramento County Tax Revenue are estimated based on actual results from the prior year as well as projected market conditions. Overall, net Tax Revenue is expected to increase by approximately 6.1% from fiscal year 2015/16. Also included in operating revenues are projected JPA reimbursements in the amount of \$918,537. The JPA funds the ambulance service in the District. Mutual Aid/OES revenue is also included at an estimate at \$414,000. This revenue is dependent on the extremity of the wildland fire season and the Department's participation on strike teams. While the District continues to pursue grant funding for various projects and cost items, no such revenue is projected for the 2016/17 fiscal year.

### **RECOMMENDATION**

Staff recommends that the Board of Directors review, discuss, and approve the 2016-2017 Tentative Final Budget.



**BUDGET SUMMARY  
ALL FUNDS**

**El Dorado Hills Fire Department**  
**Tentative Final Budget Summary - All Funds**  
**Fiscal Year 2016/17**



	<u>General Fund</u>	<u>Capital Replacement Fund</u>	<u>Development Fee Fund</u>	<u>Total All Funds</u>
<b>Revenue</b>				
Property Tax Revenue	15,788,102			15,788,102
Fire Prevention Fee Revenue	70,000			70,000
Other Miscellaneous Operating Revenue	1,458,537			1,458,537
Development Fee Revenue			1,600,000	1,600,000
Proceeds from Sale of Assets	60,000			60,000
<b>Total Revenue</b>	<b>\$ 17,376,639</b>	<b>\$ -</b>	<b>\$ 1,600,000</b>	<b>\$ 18,976,639</b>
<b>Expenditures</b>				
Wages & Benefits	15,264,273	-	-	15,264,273
Other Operating Expenditures	1,845,072	-	-	1,845,072
Pension/OPEB UAL Lump Sum Pmt	-	-	-	-
Fixed Assets	-	1,587,905	1,137,500	2,725,405
<b>Total Expenditures</b>	<b>\$ 17,109,345</b>	<b>\$ 1,587,905</b>	<b>\$ 1,137,500</b>	<b>\$ 19,834,750</b>
<b>Revenue Less Expenditures</b>	<b>\$ 267,295</b>	<b>\$ (1,587,905)</b>	<b>\$ 462,500</b>	<b>\$ (858,110)</b>
<b>Reserve Fund Transfer Summary:</b>				
<b>Beginning Balance, 6/30/2016 (FORECAST)</b>	<b>\$ 12,038,492</b>	<b>\$ 3,826,024</b>	<b>\$ 2,898,426</b>	<b>\$ 18,762,943</b>
Transfer to/(from) General Reserve Fund	267,295	-	-	267,295
Transfer to/(from) Capital Replacement Fund	-	(1,587,905)	-	(1,587,905)
Transfer to/(from) Development Fee Fund	-	-	462,500	462,500
Total Increase/(Decrease) in Reserve Balances	267,295	(1,587,905)	462,500	(858,110)
<b>Ending Balance, 6/30/2017 (PROJECTED)</b>	<b>\$ 12,305,787</b>	<b>\$ 2,238,119</b>	<b>\$ 3,360,926</b>	<b>\$ 17,904,833</b>



**BUDGET DETAIL  
GENERAL FUND**

**El Dorado Hills Fire Department**  
**Tentative Final Budget Detail - General Fund**  
**Fiscal Year 2016/17**



	Full Year Budget FY16/17	Full Year Budget FY15/16	Variance	Variance %
<b>Revenue</b>				
<b>3240 · Tax Revenue</b>				
3260 · Secured Tax Revenue	15,164,380	14,168,065	996,315	7%
3270 · Unsecured Tax Revenue	287,393	277,956	9,437	3%
3280 · Homeowners Tax Revenue	144,962	141,551	3,411	2%
3320 · Supplemental Tax Revenue	234,671	135,000	99,671	74%
3330 · Sacramento County Revenue	27,456	-	27,456	100%
3335 · Latrobe Revenue				
3335.2 · Latrobe Special Tax	36,840	-	36,840	100%
3335.3 · Latrobe Base Transfer	256,651	256,651	-	0%
3340 · Property Tax Administration Fee	(364,250)	(301,956)	(62,294)	21%
<b>Total 3240 · Tax Revenue</b>	<b>15,788,102</b>	<b>14,677,267</b>	<b>1,110,835</b>	<b>7.6%</b>
<b>3506 · Misc. Revenue, Fire Prev. Fees</b>	<b>70,000</b>	<b>-</b>	<b>70,000</b>	<b>100%</b>
<b>3510 · Misc. Operating Revenue</b>				
3511 · Contributions	-	25,000	(25,000)	-100%
3512 · JPA Revenue	918,537	804,000	114,537	14%
3513 · Rental Income (Cell site)	36,000	24,000	12,000	50%
3515 · OES/Mutual Aid Reimbursement	414,000	400,000	14,000	3%
3520 · Interest Earned	70,000	40,000	30,000	75%
3510 · Misc. Operating Revenue - Other	20,000	86,000	(66,000)	-77%
<b>Total 3510 · Misc. Operating Revenue</b>	<b>1,458,537</b>	<b>1,379,000</b>	<b>79,537</b>	<b>6%</b>
<b>3570 · Proceeds from Sale of Assets</b>	<b>60,000</b>	<b>-</b>	<b>60,000</b>	<b>100%</b>
<b>Total Revenue</b>	<b>\$ 17,376,639</b>	<b>\$ 16,056,267</b>	<b>\$ 1,320,372</b>	<b>8%</b>
<b>Operating Expenditures</b>				
<b>6000 · Wages &amp; Benefits</b>				
6001 · Salaries & Wages, Fire	5,912,782	5,727,313	185,469	3%
6011 · Education/Longevity Pay	495,050	404,100	90,950	23%
6016 · Salaries & Wages, Admin/Prev	615,556	600,851	14,705	2%
6017 · Volunteer Pay	100,000	115,000	(15,000)	-13%
6018 · Director Pay	18,000	16,000	2,000	13%
6019 · Overtime			-	
6019.1 · Overtime, Operational	1,685,706	1,450,000	235,706	16%
6019.2 · Overtime, Outside Aid	412,000	400,000	12,000	3%
6019.3 · Overtime, JPA	103,397	100,000	3,397	3%
<b>Total 6019 · Overtime</b>	<b>2,201,102</b>	<b>1,950,000</b>	<b>251,102</b>	<b>13%</b>

**El Dorado Hills Fire Department**  
**Tentative Final Budget Detail - General Fund**  
**Fiscal Year 2016/17**



	Full Year Budget FY16/17	Full Year Budget FY15/16	Variance	Variance %
6020 · P.E.R.S. Retirement	2,306,236	2,270,041	36,195	2%
6030 · Workers Compensation	798,529	759,282	39,247	5%
6031 · Life Insurance	6,224	6,895	(671)	-10%
6032 · P.E.R.S. Health Benefits	1,449,069	1,343,892	105,177	8%
6033 · Disability Insurance	16,170	14,040	2,130	15%
6034 · Health Cost of Retirees	866,964	746,000	120,964	16%
6040 · Dental/Vision Expense	174,840	169,200	5,640	3%
6050 · Unemployment Insurance	14,490	18,248	(3,758)	-21%
6060 · Vacation & Sick Expense Reserve	150,000	100,000	50,000	50%
6070 · Medicare	139,261	130,893	8,368	6%
<b>Total 6000 · Wages &amp; Benefits</b>	<b>15,264,273</b>	<b>14,371,755</b>	<b>892,518</b>	<b>6%</b>
<b>Salaries &amp; Wages as a % of Revenue</b>	<b>88%</b>	<b>90%</b>		
<b>6100 · Clothing &amp; Personal Supplies</b>				
6001 · Uniform Allowance	64,850	30,000	34,850	116%
6002 · Other Clothing & Personal Supplies	54,845	47,900	6,945	14%
<b>Total 6100 · Clothing &amp; Personal Supplies</b>	<b>119,695</b>	<b>77,900</b>	<b>41,795</b>	<b>54%</b>
<b>6110 · Network/Communications</b>				
6111 · Telecommunications	67,352	69,740	(2,388)	-3%
6112 · Dispatch Services	120,000	108,700	11,300	10%
6113 · Network/Connectivity	34,850	-	34,850	100%
<b>Total 6110 · Network/Communications</b>	<b>222,202</b>	<b>178,440</b>	<b>43,762</b>	<b>25%</b>
<b>6120 · Housekeeping</b>	<b>30,214</b>	<b>23,300</b>	<b>6,914</b>	<b>30%</b>
<b>6130 · Insurance</b>				
6131 · General Insurance	55,659	62,000	(6,341)	-10%
<b>Total 6130 · Insurance</b>	<b>55,659</b>	<b>62,000</b>	<b>6,341</b>	<b>10%</b>
<b>6140 · Maintenance of Equipment</b>				
6141 · Tires	25,000	25,000	-	0%
6142 · Parts & Supplies	21,000	10,000	11,000	110%
6143 · Outside Work	116,053	110,500	5,553	5%
6144 · Equipment Maintenance	90,420	142,950	(52,530)	-37%
6145 · Radio Maintenance	20,430	5,700	14,730	258%
<b>Total 6140 · Maintenance of Equipment</b>	<b>272,903</b>	<b>294,150</b>	<b>(21,248)</b>	<b>-7%</b>
<b>6150 · Maintenance, Structures &amp; Ground</b>	<b>107,566</b>	<b>99,310</b>	<b>8,256</b>	<b>8%</b>
<b>6160 · Medical Supplies</b>				

**El Dorado Hills Fire Department**  
**Tentative Final Budget Detail - General Fund**  
**Fiscal Year 2016/17**



	Full Year Budget FY16/17	Full Year Budget FY15/16	Variance	Variance %
6161 · Medical Supplies	5,500	3,900	1,600	41%
<b>Total 6160 · Medical Supplies</b>	<b>5,500</b>	<b>3,900</b>	<b>1,600</b>	<b>41%</b>
6170 · Dues and Subscriptions	11,339	9,110	2,229	24%
<b>6180 · Miscellaneous</b>				
6181 · Miscellaneous	4,000	4,000	-	0%
6182 · Honor Guard	1,000	4,000	(3,000)	-75%
6183 · Explorer Program	2,500	1,500	1,000	67%
6184 · Pipes and Drums	-	3,000	(3,000)	-100%
<b>Total 6180 · Miscellaneous</b>	<b>7,500</b>	<b>12,500</b>	<b>(5,000)</b>	<b>-40%</b>
6190 · Office Supplies	24,599	20,850	3,749	18%
<b>6200 · Professional Services</b>				
6201 · Audit	10,500	10,500	-	0%
6202 · Legal/Human Resources	138,210	120,000	18,210	15%
6203 · Notices	3,000	3,500	(500)	-14%
6204 · Other Professional Services	214,094	374,650	(160,556)	-43%
6205 · Elections/Tax Administration	20,000	1,000	19,000	1900%
6206 · Public Relations	4,900	-	4,900	100%
<b>Total 6200 · Professional Services</b>	<b>390,704</b>	<b>509,650</b>	<b>(118,946)</b>	<b>-23%</b>
<b>6210 · Information Technology</b>				
6211 · Software Licenses/Subscriptions	68,744	-	68,744	100%
6212 · IT Support/Implementation	107,374	-	107,374	100%
<b>Total 6210 · Information Technology</b>	<b>176,118</b>	<b>-</b>	<b>176,118</b>	<b>100%</b>
<b>6220 · Rents and Leases</b>				
6221 · Facilities/Equipment Lease	17,998	25,928	(7,931)	-31%
6222 · Solar Lease	65,388	-	65,388	100%
<b>Total 6220 · Rents and Leases</b>	<b>83,386</b>	<b>25,928</b>	<b>57,458</b>	<b>222%</b>
6230 · Small Tools and Supplies	49,850	57,300	(7,450)	-13%
<b>6240 · Special Expenses</b>				
6241 · Training	118,327	90,500	27,827	31%
6242 · Fire Prevention	18,310	13,250	5,060	38%
6243 · Licenses	-	1,000	(1,000)	-100%
6244 · Directors' Training & Travel	-	3,000	(3,000)	-100%
<b>Total 6240 · Special Expenses</b>	<b>136,637</b>	<b>107,750</b>	<b>28,887</b>	<b>27%</b>

**El Dorado Hills Fire Department**  
**Tentative Final Budget Detail - General Fund**  
**Fiscal Year 2016/17**



	Full Year Budget FY16/17	Full Year Budget FY15/16	Variance	Variance %
<b>6250 · Transportation and Travel</b>				
6251 · Fuel and Oil	70,000	80,000	(10,000)	-13%
6252 · Travel	19,000	20,000	(1,000)	-5%
6253 · Meals & Refreshments	21,000	20,000	1,000	5%
<b>Total 6250 · Transportation and Travel</b>	<b>110,000</b>	<b>120,000</b>	<b>(10,000)</b>	<b>-8%</b>
<b>6260 · Utilities</b>				
6261 · Electricity	10,200	65,000	(54,800)	-84%
6262 · Natural Gas/Propane	17,000	25,000	(8,000)	-32%
6263 · Water/Sewer	14,000	14,000	-	0%
<b>Total 6260 · Utilities</b>	<b>41,200</b>	<b>104,000</b>	<b>(62,800)</b>	<b>-60%</b>
<b>Total Operating Expenditures</b>	<b>\$ 17,109,345</b>	<b>\$ 16,077,843</b>	<b>\$ 1,031,502</b>	<b>6%</b>
<b>Revenue - Operating Expenditures</b>	<b>\$ 267,295</b>	<b>\$ (21,576)</b>	<b>\$ 288,871</b>	<b>-1339%</b>
6560 · Pension/OPEB UAL Lump Sum Pmt	-	1,200,000	(1,200,000)	-100%
<b>Total Expenditures</b>	<b>\$ 17,109,345</b>	<b>\$ 17,277,843</b>	<b>\$ (168,498)</b>	<b>-1%</b>
<b>Total Revenue - Total Expenditures</b>	<b>\$ 267,295</b>	<b>\$ (1,221,576)</b>	<b>\$ (1,488,871)</b>	<b>122%</b>

**2016/17 BUDGET – GENERAL FUND**  
**SUMMARY OF SIGNIFICANT CHANGES FROM PRIOR YEAR BUDGET**

**REVENUES**

Total Property Tax Revenue, which includes the actual estimates provided by El Dorado County, increased by approximately 7.6% from the 2015/16 budget. This is due to an overall increase in the 2016/17 District assessed value. Fire Prevention Fees increased \$70,000 from prior year and were budgeted based on actual collections in fiscal year 2015/16. Contributions/Grants decreased from the budget in prior year as there are no known grants foreseeable for fiscal year 2016/17. JPA Revenue increased by \$114,537 or 14% as a direct result of higher budgeted JPA expenses (offset). Rental Income is expected to increase in 2016/17 due to a new planned cell site at Station 85. Other Miscellaneous Operating Revenue includes annexation fees, workers' compensation reimbursements, and other miscellaneous revenue collected. The decrease of \$66,000 from prior year's budget due to uncertainty of future earnings in this category. Asset Sale Proceeds of \$60,000 were budgeted to account for the planned auction of surplus vehicles.

**WAGES & BENEFITS**

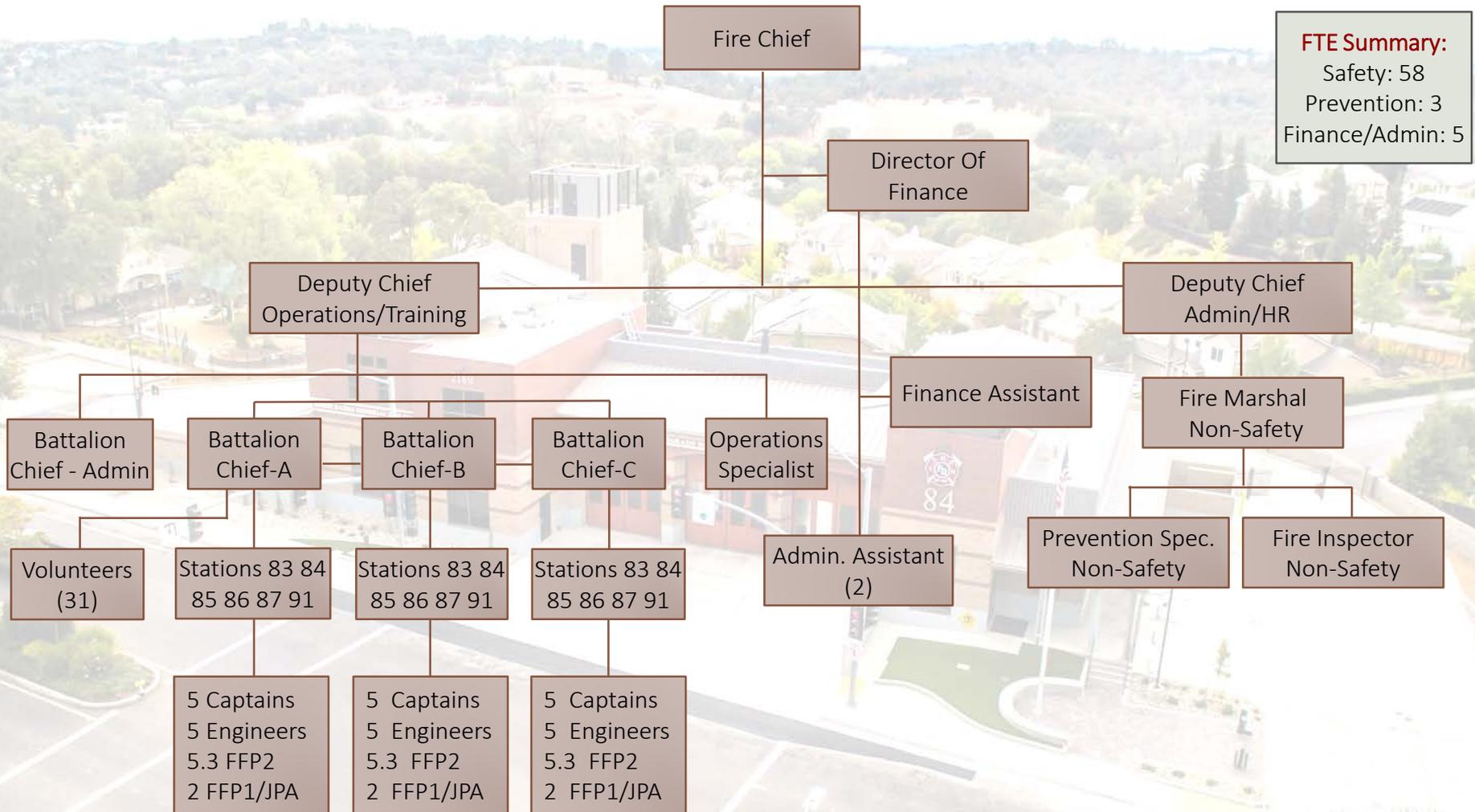
Wages & Benefits were budgeted based on the District's current approved staffing levels and the negotiated labor contracts in effect for fiscal year 2016/17. Base pay rates for most Safety personnel are projected to increase at a rate of ½ the property tax revenue growth percentage. Based on the increase in estimated property tax revenue provided by El Dorado County, a 3.35% pay increase was budgeted for these positions. A 2.5% COLA was budgeted for Administrative staff as per the negotiated contract in place. There were also increases in budgeted Education/Longevity pay due to a combination of contract changes, an increase in headcount from the prior year, and increased years of service for existing staff. The budgeted increase in Overtime is due to the planned pay rate adjustment as well as other contract changes (fixed FLSA). While PERS pension expense rates continue to increase, the budgeted PERS Retirement expense is relatively flat compared with prior year. This is due to an offsetting increase in employee contributions. The increased budgeted Health Cost from prior year is primarily due to an increase in both active employee and retiree headcount.

**OTHER OPERATING EXPENDITURES**

Overall, there is a slight increase in other operating expenditures from the prior year budget. There is an increase in Clothing and Personal Supplies due to the negotiated increase in uniform allowance. The budgeted cost of General Insurance decreased from prior year due to the change of carriers in 2015/16. The Professional Services category was broken down further into several new categories for 2016/17 in an effort to increase transparency. Newly created categories include Network/Connectivity, Software/License Subscriptions, IT Support/Implementation, and Public Relations. Combined, there is a slight increase in the budget for these categories due to non-recurring special projects that are planned for 2016/17. The budgeted increase in Rents & Leases is mostly due to the new solar lease contracts executed in fiscal year 2015/16, which results in offsetting savings in Electricity costs.

# El Dorado Hills Fire Department

## 2016/17 Organization Chart





**HISTORICAL TREND ANALYSIS  
ALL FUNDS**

**El Dorado Hills Fire Department**  
**Historical Trend Analysis**  
**TOTAL ALL FUNDS**



	Full Year Actual FY11/12	Full Year Actual FY12/13	Full Year Actual FY13/14	Full Year Actual FY14/15	Full Year Forecast FY15/16	Full Year Budget FY16/17	Variance 15/16 Forecast vs. 16/17 Budget	Variance %
<b>Revenue</b>								
<b>3240 · Tax Revenue</b>								
3260 · Secured Tax Revenue	11,783,661	11,830,868	12,028,827	13,218,543	14,158,112	15,164,380	1,006,268	7%
3270 · Unsecured Tax Revenue	242,171	252,527	284,881	294,263	292,097	287,393	(4,704)	-2%
3280 · Homeowners Tax Revenue	135,398	134,560	134,583	141,900	144,317	144,962	645	0%
3320 · Supplemental Tax Revenue	9,334	14,658	186,426	223,245	234,671	234,671	-	0%
3330 · Sacramento County Revenue	9,365	7,886	8,107	7,990	27,184	27,456	272	100%
3335 · Latrobe Revenue					-	-	-	
3335.2 · Latrobe Special Tax	-	-	-	20,700	35,588	36,840	1,252	100%
3335.3 · Latrobe Base Transfer	-	-	-	256,651	256,651	256,651	-	-100%
3340 · Property Tax Administration Fee	(318,851)	(308,533)	(235,247)	(194,228)	(316,739)	(364,250)	(47,511)	13%
<b>Total 3240 · Tax Revenue</b>	<b>11,861,078</b>	<b>11,931,966</b>	<b>12,407,577</b>	<b>13,969,063</b>	<b>14,831,881</b>	<b>15,788,102</b>	<b>956,222</b>	<b>6.1%</b>
3506 · Misc. Revenue, Fire Prev. Fees	33,579	34,713	18,812	49,011	73,537	70,000	(3,537)	100%
<b>3510 · Misc. Operating Revenue</b>								
3511 · Contributions	-	-	-	(159)	8,100	-	(8,100)	-100%
3512 · JPA Revenue	1,063,290	956,920	750,460	755,805	1,010,264	918,537	(91,727)	-10%
3513 · Rental Income (Cell site)	19,472	21,960	24,666	23,592	30,628	36,000	5,372	15%
3515 · OES/Mutual Aid Reimbursement	38,639	205,141	206,840	458,024	736,099	414,000	(322,099)	-78%
3520 · Interest Earned	69,802	55,656	43,087	46,366	67,085	70,000	2,915	4%
3510 · Misc. Operating Revenue - Other	115,002	75,789	87,542	95,131	20,847	20,000	(847)	-4%
<b>Total 3510 · Misc. Operating Revenue</b>	<b>1,306,205</b>	<b>1,315,466</b>	<b>1,112,594</b>	<b>1,378,758</b>	<b>1,873,023</b>	<b>1,458,537</b>	<b>(414,486)</b>	<b>-28%</b>
<b>Total Operating Revenue</b>	<b>\$ 13,200,862</b>	<b>\$ 13,282,145</b>	<b>\$ 13,538,983</b>	<b>\$ 15,396,832</b>	<b>\$ 16,778,440</b>	<b>\$ 17,316,639</b>	<b>\$ (506,787)</b>	<b>-3%</b>
3550 · Development Fees								
3560 · Development Fee Revenue	695,722	1,062,498	1,208,615	1,741,799	2,499,408	1,600,000	(899,408)	-56%
<b>Total 3550 · Development Fee Revenue</b>	<b>695,722</b>	<b>1,062,498</b>	<b>1,208,615</b>	<b>1,741,799</b>	<b>2,499,408</b>	<b>1,600,000</b>	<b>(899,408)</b>	<b>-56%</b>
3570 · Proceeds from Sale of Assets	-		92,390	-	27,430	60,000	32,570	100%
<b>Total Revenue</b>	<b>\$ 13,896,583</b>	<b>\$ 14,344,643</b>	<b>\$ 14,839,988</b>	<b>\$ 17,138,631</b>	<b>\$ 19,305,278</b>	<b>\$ 18,976,639</b>	<b>\$ (328,639)</b>	<b>-2%</b>

**El Dorado Hills Fire Department**  
**Historical Trend Analysis**  
**TOTAL ALL FUNDS**



	Full Year Actual FY11/12	Full Year Actual FY12/13	Full Year Actual FY13/14	Full Year Actual FY14/15	Full Year Forecast FY15/16	Full Year Budget FY16/17	Variance 15/16 Forecast vs. 16/17 Budget	Variance %
<b>Operating Expenditures</b>								
<b>6000 · Salaries &amp; Wages</b>								
6001 · Salaries & Wages, Fire	5,076,552	5,019,412	4,887,897	5,164,564	5,434,638	5,912,782	478,145	8%
6011 · Education/Longevity Pay	369,732	386,792	357,223	355,052	390,359	495,050	104,691	21%
6016 · Salaries & Wages, Admin/Prev	425,977	377,375	369,334	452,549	515,208	615,556	100,348	16%
6017 · Volunteer Pay	72,005	38,225	34,045	56,330	77,030	100,000	22,970	23%
6018 · Director Pay	13,100	10,600	15,300	16,900	20,400	18,000	(2,400)	-13%
6019 · Overtime					-	-	-	
6019.1 · Overtime, Operational	1,151,307	1,229,078	1,432,144	1,477,672	1,364,141	1,685,706	321,565	19%
6019.2 · Overtime, Outside Aid	38,481	178,829	194,278	375,560	663,124	412,000	(251,124)	-61%
6019.3 · Overtime, JPA	133,569	114,224	228,411	129,313	108,660	103,397	(5,263)	-5%
Total 6019 · Overtime	1,323,357	1,522,131	1,854,833	1,982,546	2,135,925	2,201,102	65,177	3%
6020 · P.E.R.S. Retirement	2,018,524	1,983,803	1,971,986	2,103,266	2,104,899	2,306,236	201,337	9%
6030 · Workers Compensation	444,662	418,985	522,033	609,709	728,867	798,529	69,662	9%
6031 · Life Insurance	5,198	5,039	4,948	5,358	5,616	6,224	608	10%
6032 · P.E.R.S. Health Benefits	934,557	979,530	1,029,405	1,159,392	1,337,711	1,449,069	111,358	8%
6033 · Disability Insurance	11,895	11,700	11,661	12,480	14,308	16,170	1,862	12%
6034 · Health Cost of Retirees	684,874	712,584	738,424	829,741	813,577	866,964	53,387	6%
6040 · Dental/Vision Expense	139,070	133,950	137,630	149,050	161,262	174,840	13,578	8%
6050 · Unemployment Insurance	15,709	15,021	13,761	16,960	16,289	14,490	(1,799)	-12%
6060 · Vacation & Sick Expense Reserve	104,539	133,775	(19,561)	81,912	169,277	150,000	(19,277)	-13%
6070 · Medicare	99,305	104,793	105,941	114,992	123,580	139,261	15,681	11%
<b>Total 6000 · Salaries &amp; Wages</b>	<b>11,739,057</b>	<b>11,853,714</b>	<b>12,034,861</b>	<b>13,110,802</b>	<b>14,048,946</b>	<b>15,264,273</b>	<b>1,215,327</b>	<b>8%</b>
<b>Salaries &amp; Wages as a % of Operating Revenue</b>	<b>89%</b>	<b>89%</b>	<b>89%</b>	<b>85%</b>	<b>84%</b>	<b>88%</b>		

**El Dorado Hills Fire Department**  
**Historical Trend Analysis**  
**TOTAL ALL FUNDS**



	Full Year Actual FY11/12	Full Year Actual FY12/13	Full Year Actual FY13/14	Full Year Actual FY14/15	Full Year Forecast FY15/16	Full Year Budget FY16/17	Variance 15/16 Forecast vs. 16/17 Budget	Variance %
<b>6100 · Clothing &amp; Personal Supplies</b>								
6001 · Uniform Allowance	-	-	-		42,000	64,850	22,850	35%
6002 · Other Clothing & Personal Supplies	73,825	56,651	57,914	90,602	45,817	54,845	9,028	16%
<b>Total 6100 · Clothing &amp; Personal Supplies</b>	<b>73,825</b>	<b>56,651</b>	<b>57,914</b>	<b>90,602</b>	<b>87,817</b>	<b>119,695</b>	<b>31,878</b>	<b>27%</b>
<b>6110 · Network/Communications</b>						-		
6111 · Telecommunications	44,637	44,897	47,624	58,193	73,200	67,352	(5,848)	-9%
6112 · Dispatch Services	13,580	17,044	49,355	44,638	41,248	120,000	78,752	66%
6113 · Network/Connectivity	-	-	-	-	-	34,850	34,850	100%
<b>Total 6110 · Communications</b>	<b>58,217</b>	<b>61,941</b>	<b>96,980</b>	<b>102,831</b>	<b>114,448</b>	<b>222,202</b>	<b>107,754</b>	<b>48%</b>
<b>6120 · Housekeeping</b>	<b>13,430</b>	<b>21,286</b>	<b>21,291</b>	<b>21,854</b>	<b>40,200</b>	<b>30,214</b>	<b>(9,986)</b>	<b>-33%</b>
<b>6130 · Insurance</b>								
6131 · General Insurance	44,274	47,748	46,417	58,936	50,492	55,659	5,167	9%
<b>Total 6130 · Insurance</b>	<b>44,274</b>	<b>47,748</b>	<b>46,417</b>	<b>58,936</b>	<b>50,492</b>	<b>55,659</b>	<b>5,167</b>	<b>9%</b>
<b>6140 · Maintenance of Equipment</b>								
6141 · Tires	15,294	14,842	20,281	19,577	30,065	25,000	(5,065)	-20%
6142 · Parts & Supplies	5,359	7,162	19,401	10,445	17,162	21,000	3,838	18%
6143 · Outside Work	85,145	102,267	51,766	117,144	46,484	116,053	69,568	60%
6144 · Equipment Maintenance	45,925	97,865	99,191	126,623	125,891	90,420	(35,471)	-39%
6145 · Radio Maintenance	2,305	3,353	3,671	4,477	9,822	20,430	10,608	52%
<b>Total 6140 · Maintenance of Equipment</b>	<b>154,028</b>	<b>225,488</b>	<b>194,309</b>	<b>278,266</b>	<b>229,424</b>	<b>272,903</b>	<b>43,479</b>	<b>16%</b>
<b>6150 · Maintenance, Structures &amp; Ground</b>	<b>54,170</b>	<b>36,298</b>	<b>46,431</b>	<b>75,319</b>	<b>111,703</b>	<b>107,566</b>	<b>(4,137)</b>	<b>-4%</b>
<b>6160 · Medical Supplies</b>								
6161 · Medical Supplies	393	883	51	760	8,884	5,500	(3,384)	-62%
<b>Total 6160 · Medical Supplies</b>	<b>393</b>	<b>883</b>	<b>51</b>	<b>760</b>	<b>8,884</b>	<b>5,500</b>	<b>(3,384)</b>	<b>-62%</b>
<b>6170 · Dues and Subscriptions</b>	<b>5,257</b>	<b>6,157</b>	<b>6,735</b>	<b>7,447</b>	<b>12,139</b>	<b>11,339</b>	<b>(800)</b>	<b>-7%</b>



**El Dorado Hills Fire Department**  
**Historical Trend Analysis**  
**TOTAL ALL FUNDS**

	Full Year Actual FY11/12	Full Year Actual FY12/13	Full Year Actual FY13/14	Full Year Actual FY14/15	Full Year Forecast FY15/16	Full Year Budget FY16/17	Variance 15/16 Forecast vs. 16/17 Budget	Variance %
6180 · Miscellaneous					-			
6181 · Miscellaneous	5,207	5,699	2,124	6,758	1,917	4,000	2,083	52%
6182 · Honor Guard	15,090	2,806	2,490	437	-	1,000	1,000	100%
6183 · Explorer Program	608	1,000	505	913	1,221	2,500	1,279	51%
6184 · Pipes and Drums	-	2,903	-	-	-	-	-	0%
<b>Total 6180 · Miscellaneous</b>	<b>20,905</b>	<b>12,408</b>	<b>5,119</b>	<b>8,108</b>	<b>3,138</b>	<b>7,500</b>	<b>4,362</b>	<b>58%</b>
6190 · Office Supplies	21,935	16,417	16,664	18,812	22,720	24,599	1,879	8%
6200 · Professional Services					-			
6201 · Audit	9,500	9,750	9,500	12,750	10,000	10,500	500	5%
6202 · Legal/Human Resources	132,505	116,464	128,296	130,770	111,578	138,210	26,632	19%
6203 · Notices	2,053	497	1,931	3,131	2,630	3,000	370	12%
6204 · Other Professional Services	172,262	172,676	169,912	286,076	384,473	214,094	(170,378)	-80%
6205 · Elections/Tax Administration	-	13,851	-	19,788	-	20,000	20,000	100%
6206 · Public Relations	-	-	-	-	-	4,900	4,900	100%
<b>Total 6200 · Professional Services</b>	<b>316,321</b>	<b>313,238</b>	<b>309,639</b>	<b>452,515</b>	<b>508,681</b>	<b>390,704</b>	<b>(117,976)</b>	<b>-30%</b>
6210 · Information Technology								
6211 · Software Licenses/Subscriptions	-	-	-	-	-	68,744	68,744	100%
6212 · IT Support/Implementation	-	-	-	-	-	107,374	107,374	100%
<b>Total 6210 · Information Technology</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>176,118</b>	<b>176,118</b>	<b>100%</b>
6220 · Rents and Leases								
6221 · Facilities/Equipment Lease	-	552	105,336	106,657	21,640	17,998	(3,643)	100%
6222 · Solar Lease	-	-	-	-	-	65,388	65,388	100%
<b>Total 6220 · Total Rents and Leases</b>	<b>-</b>	<b>552</b>	<b>105,336</b>	<b>106,657</b>	<b>21,640</b>	<b>83,386</b>	<b>61,745</b>	<b>100%</b>
6230 · Small Tools and Supplies	49,134	43,624	44,000	34,234	51,235	49,850	(1,385)	-3%
6240 · Special Expenses					-			
6241 · Training	42,311	35,860	48,507	73,837	59,507	118,327	58,820	50%
6242 · Fire Prevention	14,472	17,149	7,890	10,828	17,537	18,310	773	4%

**El Dorado Hills Fire Department**  
**Historical Trend Analysis**  
**TOTAL ALL FUNDS**



	Full Year Actual FY11/12	Full Year Actual FY12/13	Full Year Actual FY13/14	Full Year Actual FY14/15	Full Year Forecast FY15/16	Full Year Budget FY16/17	Variance 15/16 Forecast vs. 16/17 Budget	Variance %
6243 · Licenses	78	285	33	87	-	-	-	0%
6244 · Directors' Training & Travel	-	-	-	-	-	-	-	0%
<b>Total 6240 · Special Expenses</b>	<b>56,861</b>	<b>53,294</b>	<b>56,430</b>	<b>84,751</b>	<b>77,044</b>	<b>136,637</b>	<b>59,593</b>	<b>44%</b>
<b>6250 · Transportation and Travel</b>								
6251 · Fuel and Oil	61,634	52,201	67,633	58,362	51,936	70,000	18,064	26%
6252 · Travel	10,931	7,873	20,936	11,719	12,821	19,000	6,179	33%
6253 · Meals & Refreshments	13,016	12,467	20,641	20,464	17,253	21,000	3,747	18%
<b>Total 6250 · Transportation and Travel</b>	<b>85,581</b>	<b>72,541</b>	<b>109,210</b>	<b>90,545</b>	<b>82,011</b>	<b>110,000</b>	<b>27,989</b>	<b>25%</b>
<b>6260 · Utilities</b>								
6261 · Electricity	50,521	51,809	50,848	62,718	76,258	10,200	(66,058)	-648%
6262 · Natural Gas/Propane	15,887	14,652	12,704	10,963	13,474	17,000	3,526	21%
6263 · Water/Sewer	11,394	12,951	11,910	10,526	11,716	14,000	2,284	16%
<b>Total 6260 · Utilities</b>	<b>77,802</b>	<b>79,411</b>	<b>75,461</b>	<b>84,208</b>	<b>101,448</b>	<b>41,200</b>	<b>(60,248)</b>	<b>-146%</b>
<b>Total Operating Expenditures</b>	<b>\$ 12,771,190</b>	<b>\$ 12,901,652</b>	<b>\$ 13,226,848</b>	<b>\$ 14,626,645</b>	<b>\$ 15,571,970</b>	<b>\$ 17,109,345</b>	<b>\$ 1,537,375</b>	<b>9%</b>
<b>Operating Revenue - Operating Expenditures</b>	<b>\$ 429,671</b>	<b>\$ 380,493</b>	<b>\$ 312,135</b>	<b>\$ 770,188</b>	<b>\$ 1,206,470</b>	<b>\$ 207,295</b>	<b>\$ (999,175)</b>	
6560 · Pension/OPEB UAL Lump Sum Pmt	1,094,218	659,573	-	-	1,200,000	-	(1,200,000)	-100%
6720 · Fixed Assets	144,617	1,254,113	691,417	4,194,193	2,018,266	2,725,405	707,138	26%
<b>Total Expenditures</b>	<b>\$ 14,010,025</b>	<b>\$ 14,815,338</b>	<b>\$ 13,918,265</b>	<b>\$ 18,820,838</b>	<b>\$ 18,790,237</b>	<b>\$ 19,834,750</b>	<b>\$ 1,044,513</b>	<b>5%</b>
<b>Total Revenue - Total Expenditures</b>	<b>\$ (113,442)</b>	<b>\$ (470,695)</b>	<b>\$ 921,723</b>	<b>\$ (1,682,207)</b>	<b>\$ 515,042</b>	<b>\$ (858,110)</b>	<b>\$ (1,373,152)</b>	



# RESERVE FUND SUMMARY

**El Dorado Hills Fire Department**  
**Reserve Fund Summary**  
**2016/17 Tentative Final Budget**



	RESERVE FUND BALANCE AS OF				
	6/30/2013	6/30/2014	6/30/2015	FORECAST 6/30/2016	TENTATIVE FINAL BUDGET 6/30/2017
General Reserve Fund	14,390,105	14,637,036	13,840,847	12,038,492	12,305,787
Capital Replacement Reserve Fund	5,296,672	4,829,631	4,245,134	3,826,024	2,238,119
Development Fee Reserve Fund	-	1,141,621	1,191,898	2,898,426	3,360,926
Retiree Medical Reserve Fund	92,012	92,223	26	26	-
<b>Total Reserve Fund Balances</b>	<b>\$ 19,778,789</b>	<b>\$ 20,700,511</b>	<b>\$ 19,277,905</b>	<b>\$ 18,762,969</b>	<b>\$ 17,904,833</b>



**TENTATIVE FINAL VS. PRELIMINARY BUDGET**

**El Dorado Hills Fire Department**  
**Tentative Final vs. Preliminary Budget Summary - All Funds**  
**Fiscal Year 2016/17**



	<b>TENTATIVE FINAL All Funds</b>	<b>PRELIMINARY All Funds</b>	<b>VARIANCE</b>	<b>VARIANCE %</b>
<b>Revenue</b>				
Property Tax Revenue	15,788,102	15,598,504	189,599	1%
Fire Prevention Fee Revenue	70,000	30,000	40,000	133%
Other Miscellaneous Operating Revenue	1,458,537	1,418,537	40,000	3%
Development Fee Revenue	1,600,000	1,400,000	200,000	14%
Proceeds from Sale of Assets	60,000	35,000	25,000	71%
<b>Total Revenue</b>	<b>\$ 18,976,639</b>	<b>\$ 18,482,041</b>	<b>\$ 494,599</b>	<b>3%</b>
<b>Expenditures</b>				
Wages & Benefits	15,264,273	15,314,948	(50,675)	0%
Other Operating Expenditures	1,845,072	1,721,484	123,587	7%
Pension/OPEB UAL Lump Sum Pmt	-	-	-	0%
Fixed Assets	2,725,405	992,625	1,732,780	175%
<b>Total Expenditures</b>	<b>\$ 19,834,750</b>	<b>\$ 18,029,057</b>	<b>\$ 1,805,692</b>	<b>10%</b>
<b>Revenue Less Expenditures</b>	<b>\$ (858,110)</b>	<b>\$ 452,984</b>	<b>\$ (1,311,094)</b>	<b>-289%</b>
<b>Reserve Fund Transfer Summary:</b>				
<b>Beginning Balance, 6/30/2016 (FORECAST)</b>	<b>\$ 18,762,943</b>	<b>\$ 18,861,543</b>	<b>\$ (98,600)</b>	<b>-1%</b>
Transfer to/(from) General Reserve Fund	267,295	45,609	221,686	486%
Transfer to/(from) Capital Replacement Fund	(1,587,905)	(955,125)	(632,780)	66%
Transfer to/(from) Development Fee Fund	462,500	1,362,500	(900,000)	-66%
Total Increase/(Decrease) in Reserve Balances	(858,110)	452,984	(1,311,094)	-289%
<b>Ending Balance, 6/30/2017 (PROJECTED)</b>	<b>\$ 17,904,833</b>	<b>\$ 19,314,527</b>	<b>\$ (1,409,694)</b>	<b>-7%</b>

**El Dorado Hills Fire Department**  
**Tentative Final vs. Preliminary Budget - General Fund**  
**Fiscal Year 2016/17**



	TENTATIVE FINAL Full Year Budget FY16/17	PRELIMINARY Full Year Budget FY16/17	Variance	Variance %
<b>Revenue</b>				
<b>3240 · Tax Revenue</b>				
3260 · Secured Tax Revenue	15,164,380	15,018,149	146,231	1%
3270 · Unsecured Tax Revenue	287,393	294,633	(7,240)	-2%
3280 · Homeowners Tax Revenue	144,962	150,044	(5,082)	-3%
3320 · Supplemental Tax Revenue	234,671	143,100	91,571	64%
3330 · Sacramento County Revenue	27,456	18,000	9,456	53%
3335 · Latrobe Revenue	-	-	-	0%
3335.2 · Latrobe Special Tax	36,840	38,000	(1,160)	-3%
3335.3 · Latrobe Base Transfer	256,651	256,651	-	0%
3340 · Property Tax Administration Fee	(364,250)	(320,073)	(44,177)	14%
<b>Total 3240 · Tax Revenue</b>	<b>15,788,102</b>	<b>15,598,504</b>	<b>189,599</b>	<b>1%</b>
<b>3506 · Misc. Revenue, Fire Prev. Fees</b>	<b>70,000</b>	<b>30,000</b>	<b>40,000</b>	<b>100%</b>
<b>3510 · Misc. Operating Revenue</b>				
3511 · Contributions	-	-	-	0%
3512 · JPA Revenue	918,537	918,537	-	0%
3513 · Rental Income (Cell site)	36,000	38,000	(2,000)	-5%
3515 · OES/Mutual Aid Reimbursement	414,000	412,000	2,000	0%
3520 · Interest Earned	70,000	45,000	25,000	56%
3510 · Misc. Operating Revenue - Other	20,000	5,000	15,000	300%
<b>Total 3510 · Misc. Operating Revenue</b>	<b>1,458,537</b>	<b>1,418,537</b>	<b>40,000</b>	<b>3%</b>
<b>3570 · Proceeds from Sale of Assets</b>	<b>60,000</b>	<b>35,000</b>	<b>25,000</b>	<b>100%</b>
<b>Total Revenue</b>	<b>\$ 17,376,639</b>	<b>\$ 17,082,041</b>	<b>\$ 294,599</b>	<b>2%</b>
<b>Operating Expenditures</b>				
<b>6000 · Wages &amp; Benefits</b>				
6001 · Salaries & Wages, Fire	5,912,782	5,879,656	33,126	1%
6011 · Education/Longevity Pay	495,050	489,650	5,400	1%
6016 · Salaries & Wages, Admin/Prev	615,556	609,286	6,270	1%
6017 · Volunteer Pay	100,000	100,000	-	0%
6018 · Director Pay	18,000	18,000	-	0%
6019 · Overtime	-	-	-	-
6019.1 · Overtime, Operational	1,685,706	1,673,698	12,007	1%
6019.2 · Overtime, Outside Aid	412,000	412,000	-	0%
6019.3 · Overtime, JPA	103,397	103,397	-	0%
<b>Total 6019 · Overtime</b>	<b>2,201,102</b>	<b>2,189,095</b>	<b>12,007</b>	<b>1%</b>

**El Dorado Hills Fire Department**  
**Tentative Final vs. Preliminary Budget - General Fund**  
**Fiscal Year 2016/17**



	TENTATIVE FINAL Full Year Budget FY16/17	PRELIMINARY Full Year Budget FY16/17	Variance	Variance %
6020 · P.E.R.S. Retirement	2,306,236	2,298,045	8,191	0%
6030 · Workers Compensation	798,529	798,529	-	0%
6031 · Life Insurance	6,224	6,224	-	0%
6032 · P.E.R.S. Health Benefits	1,449,069	1,481,872	(32,804)	-2%
6033 · Disability Insurance	16,170	16,170	-	0%
6034 · Health Cost of Retirees	866,964	1,000,600	(133,636)	-13%
6040 · Dental/Vision Expense	174,840	174,840	-	0%
6050 · Unemployment Insurance	14,490	14,490	-	0%
6060 · Vacation & Sick Expense Reserve	150,000	100,000	50,000	50%
6070 · Medicare	139,261	138,491	769	1%
<b>Total 6000 · Wages &amp; Benefits</b>	<b>15,264,273</b>	<b>15,314,948</b>	<b>(50,675)</b>	<b>0%</b>
<b>Salaries &amp; Wages as a % of Revenue</b>	<b>88%</b>	<b>90%</b>		
<b>6100 · Clothing &amp; Personal Supplies</b>				
6001 · Uniform Allowance	64,850	80,600	(15,750)	-20%
6002 · Other Clothing & Personal Supplies	54,845	54,845	-	0%
<b>Total 6100 · Clothing &amp; Personal Supplies</b>	<b>119,695</b>	<b>135,445</b>	<b>(15,750)</b>	<b>-12%</b>
<b>6110 · Network/Communications</b>				
6111 · Telecommunications	67,352	59,495	7,856	13%
6112 · Dispatch Services	120,000	108,700	11,300	10%
6113 · Network/Connectivity	34,850	-	34,850	100%
<b>Total 6110 · Network/Communications</b>	<b>222,202</b>	<b>168,195</b>	<b>54,007</b>	<b>32%</b>
6120 · Housekeeping	30,214	30,214	-	0%
<b>6130 · Insurance</b>				
6131 · General Insurance	55,659	55,659	-	0%
<b>Total 6130 · Insurance</b>	<b>55,659</b>	<b>55,659</b>	<b>-</b>	<b>0%</b>
<b>6140 · Maintenance of Equipment</b>				
6141 · Tires	25,000	25,000	-	0%
6142 · Parts & Supplies	21,000	21,000	-	0%
6143 · Outside Work	116,053	116,053	-	0%
6144 · Equipment Maintenance	90,420	90,420	-	0%
6145 · Radio Maintenance	20,430	20,430	-	0%
<b>Total 6140 · Maintenance of Equipment</b>	<b>272,903</b>	<b>272,903</b>	<b>-</b>	<b>0%</b>
6150 · Maintenance, Structures & Ground	107,566	112,566	(5,000)	-4%

**El Dorado Hills Fire Department**  
**Tentative Final vs. Preliminary Budget - General Fund**  
**Fiscal Year 2016/17**



	TENTATIVE FINAL Full Year Budget FY16/17	PRELIMINARY Full Year Budget FY16/17	Variance	Variance %
<b>6160 · Medical Supplies</b>				
6161 · Medical Supplies	5,500	5,500	-	0%
<b>Total 6160 · Medical Supplies</b>	<b>5,500</b>	<b>5,500</b>	<b>-</b>	<b>0%</b>
<b>6170 · Dues and Subscriptions</b>	<b>11,339</b>	<b>11,295</b>	<b>44</b>	<b>0%</b>
<b>6180 · Miscellaneous</b>				
6181 · Miscellaneous	4,000	4,000	-	0%
6182 · Honor Guard	1,000	1,000	-	0%
6183 · Explorer Program	2,500	2,500	-	0%
6184 · Pipes and Drums	-	-	-	0%
<b>Total 6180 · Miscellaneous</b>	<b>7,500</b>	<b>7,500</b>	<b>-</b>	<b>0%</b>
<b>6190 · Office Supplies</b>	<b>24,599</b>	<b>24,099</b>	<b>500</b>	<b>2%</b>
<b>6200 · Professional Services</b>				
6201 · Audit	10,500	10,500	-	0%
6202 · Legal/Human Resources	138,210	128,210	10,000	8%
6203 · Notices	3,000	3,000	-	0%
6204 · Other Professional Services	214,094	143,149	70,946	50%
6205 · Elections/Tax Administration	20,000	20,000	-	0%
6206 · Public Relations	4,900	4,900	-	0%
<b>Total 6200 · Professional Services</b>	<b>390,704</b>	<b>309,759</b>	<b>80,946</b>	<b>26%</b>
<b>6210 · Information Technology</b>				
6211 · Software Licenses/Subscriptions	68,744	62,504	6,240	10%
6212 · IT Support/Implementation	107,374	107,374	-	0%
<b>Total 6210 · Information Technology</b>	<b>176,118</b>	<b>169,878</b>	<b>6,240</b>	<b>100%</b>
<b>6220 · Rents and Leases</b>				
6221 · Facilities/Equipment Lease	17,998	15,396	2,602	17%
6222 · Solar Lease	65,388	65,388	-	0%
<b>Total 6220 · Rents and Leases</b>	<b>83,386</b>	<b>80,784</b>	<b>2,602</b>	<b>3%</b>
<b>6230 · Small Tools and Supplies</b>	<b>49,850</b>	<b>49,850</b>	<b>-</b>	<b>0%</b>
<b>6240 · Special Expenses</b>				
6241 · Training	118,327	118,327	-	0%
6242 · Fire Prevention	18,310	18,310	-	0%
6243 · Licenses	-	-	-	0%
6244 · Directors' Training & Travel	-	-	-	0%
<b>Total 6240 · Special Expenses</b>	<b>136,637</b>	<b>136,637</b>	<b>-</b>	<b>0%</b>

**El Dorado Hills Fire Department**  
**Tentative Final vs. Preliminary Budget - General Fund**  
**Fiscal Year 2016/17**



	<b>TENTATIVE FINAL Full Year Budget FY16/17</b>	<b>PRELIMINARY Full Year Budget FY16/17</b>	<b>Variance</b>	<b>Variance %</b>
<b>6250 · Transportation and Travel</b>				
6251 · Fuel and Oil	70,000	70,000	-	0%
6252 · Travel	19,000	19,000	-	0%
6253 · Meals & Refreshments	21,000	21,000	-	0%
<b>Total 6250 · Transportation and Travel</b>	<b>110,000</b>	<b>110,000</b>	<b>-</b>	<b>0%</b>
<b>6260 · Utilities</b>				
6261 · Electricity	10,200	10,200	-	0%
6262 · Natural Gas/Propane	17,000	17,000	-	0%
6263 · Water/Sewer	14,000	14,000	-	0%
<b>Total 6260 · Utilities</b>	<b>41,200</b>	<b>41,200</b>	<b>-</b>	<b>0%</b>
<b>Total Operating Expenditures</b>	<b>\$ 17,109,345</b>	<b>\$ 17,036,432</b>	<b>\$ 72,913</b>	<b>0%</b>
<b>Revenue - Operating Expenditures</b>	<b>\$ 267,295</b>	<b>\$ 45,609</b>	<b>\$ 221,686</b>	<b>486%</b>
6560 · Pension/OPEB UAL Lump Sum Pmt	-	-	-	0%
<b>Total Expenditures</b>	<b>\$ 17,109,345</b>	<b>\$ 17,036,432</b>	<b>\$ 72,913</b>	<b>0%</b>
<b>Total Revenue - Total Expenditures</b>	<b>\$ 267,295</b>	<b>\$ 45,609</b>	<b>\$ 221,686</b>	<b>486%</b>



**FINAL BUDGET RESOLUTION**

**EL DORADO HILLS COUNTY WATER DISTRICT**

**RESOLUTION 2016-11**

**Resolution Adopting the 2016-2017 Final Budget**

**WHEREAS**, the Board of Directors of the El Dorado Hills County Water District Board (the “Fire District”) held a public hearing during which time additions and deletions to the 2016-17 Budget were made; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors in accordance with Section 13890 of the Health and Safety Code, the Preliminary Budget for the Fiscal Year 2016-17 is hereby adopted in accordance with the following:

Wages & Benefits:	\$15,264,273
Services and Supplies:	1,845,072
Fixed Assets:	
Structures and Improvements	800,000
Equipment	1,925,405
	<hr/>
Total Budget Requirements:	\$19,834,750

**BE IT FURTHER RESOLVED** that, except as specified below, the means of financing the expenditures will be by monies derived from Property Taxes, Development Fees, Reserves and other Miscellaneous Revenues.

**BE IT FURTHER RESOLVED** that the means of financing the capital assets listed in the amount not to exceed \$1,587,905 will be by monies derived from the Capital Replacement Fund.

**BE IT FURTHER RESOLVED** that the Final Budget is hereby adopted and available for inspection by interested persons.

The foregoing resolution was duly passed and adopted by the Board of the El Dorado Hills County Water District at a meeting of said Board held on the 15th day of September, 2016, by the following vote:

AYES:

ABSTAIN:

NOES:

ABSENT:

ATTEST:

\_\_\_\_\_  
John Hidahl, President

\_\_\_\_\_  
Jessica Braddock, Board Secretary





## EL DORADO HILLS FIRE DEPARTMENT

### MONTHLY ACTIVITY REPORT AUGUST 2016 *"YOUR SAFETY ... OUR COMMITMENT"*

## SUMMARY

The goal of the Operations Report is to provide a summary of the El Dorado Hills Fire Department response performance for each month. The report currently evaluates the Alarm Statistics by each response zone, looks at Code 3 Response Times, evaluates Turnout Times, and describes the different types of calls that the Department responds to monthly. Every call is evaluated by the Operations Chief each month. Any call with an extended response time or an extended turnout time is researched and corrective action is taken if needed.

This month's report includes the recommendation by Citygate for day turnout times at 90 seconds and night turnout times at 2 minutes. This is the only recommendation from Citygate included in this month's report. Data collection and processing software programs are currently being evaluated to increase efficiency and capability of developing these reports.

**Move-up and cover of engines was a big issue in August.** There were 30 total move-ups of engines outside of El Dorado Hills to cover other fire agencies in the County. 13 of those move-ups were for more than two hours. Five of the move-ups lasted longer than three hours. Three of the move-ups lasted longer than four hours. One was for six hours.

## ALARM STATISTICS

Response District	Total Number of Responses – AUG 2016	Total Number of Responses –2016	Total Number of Responses – AUG 2015	Total Number of Responses –2015
84	52	443	71	423
85	71	455	59	403
86	38	264	31	273
87	66	442	36	340
91	3	34	3	36
92	0	12	1	16
Mutual Aid	99	583	66	428
Transfer	15	134	13	86
<b>TOTALS</b>	<b>344</b>	<b>2367</b>	<b>280</b>	<b>2005</b>

89.62% Medic Unit Response, 10 Minutes (before exception reports)

91.54% Medic Unit Response, 11 Minutes (before exception reports)

Report: Queries – Incident – NFIRS Incident – Incident By District (Summary) Note: Run all Districts on 1 page

## CODE 3 RESPONSE TIME ANALYSIS

Response District	Total Number of Responses	Number of Code 3 Responses	Average Code 3 Response Time (includes turnout, and travel)*	% Under 8 Min Response Time (includes turnout, and travel)	% Under 7 Min Response Time (includes turnout, and travel)	% Under 6 Min Response Time (includes turnout, and travel)
<b>Response Area 84</b>						
84 (Rural)	3	3	03:36			
84 (Suburban)	49	26	N/A	99%	99%	82%
<b>Response Area 85</b>						
85 (Suburban)	71	44	N/A	100%	100%	98%
<b>Response Area 86</b>						
86 (Rural)	0	0	N/A			
86 (Suburban)	38	21	N/A	99%	92%	90%
<b>Response Area 87</b>						
87 (Suburban)	66	54	N/A	91%	91%	90%
<b>Response Area 91</b>						
91-A (Rural)	2	1	13:59			
91-B (Rural)	1	0	N/A			
91-C (Rural)	0	0	N/A			
92 (Rural)	0	0	N/A			

\*San Ramon SOC – Board Policy Response Time Benchmark Goals – Rural 15 min and Suburban 8 min

Report: Queries – Incident – NFIRS Incident – Incident By District (Summary) = Total # Responses

Report: Reports – Incident Reports – NFIRS – Incident Stat – Incident Stat Detail – Average Response Time by District/Incident Type (Run Report by date and add “alarm type” for code 3). Manually check all extended responses over 7 min.

Report %: FH Analytics Reports (1<sup>st</sup> Unit Arrival Compliance Section. Filter Alarm Type 3, Unit Res. Code – 1, and District)

# CODE 3 TURNOUT TIME ANALYSIS

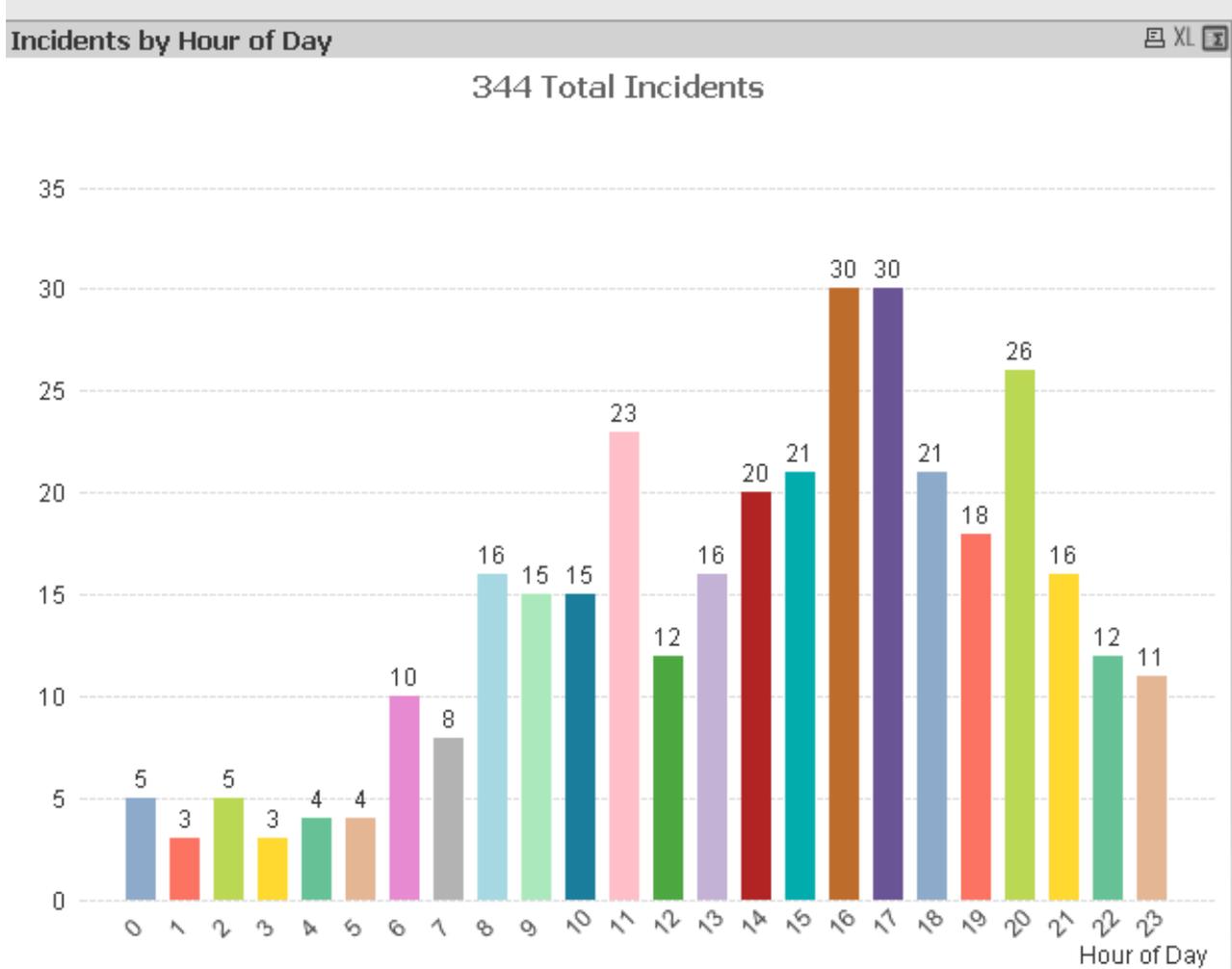
Benchmark Turnout Time Goal 90 Seconds Day/120 Seconds Night\*

Unit	Total Number of Responses	Total Less Than 1 min 30 Seconds	Total Over 1 min 30 Seconds	Total Over 1 min 30 Seconds Excluding PPE or Computer slow	% Compliant Excluding PPE or Computer slow	Average Turnout time
E84	32	29	3	0	100%	00:44
T85	33	32	1	1	97%	00:56
E85	20	19	1	0	100%	00:43
E86	35	34	1	1	97%	00:44
E87	54	53	1	0	100%	00:45
P91	7	6	1	0	100%	00:43

Report: Reports – Incident – NFIRS Incident – Incident Stat – Incident Stat Detail – Unit Response/Reaction Summary by Incident (Select unit, dates and add “alarm type” then run one for each unit and manually check for why some extended)

\*Night Hours 2100-0700 hours

# INCIDENTS BY HOUR OF DAY

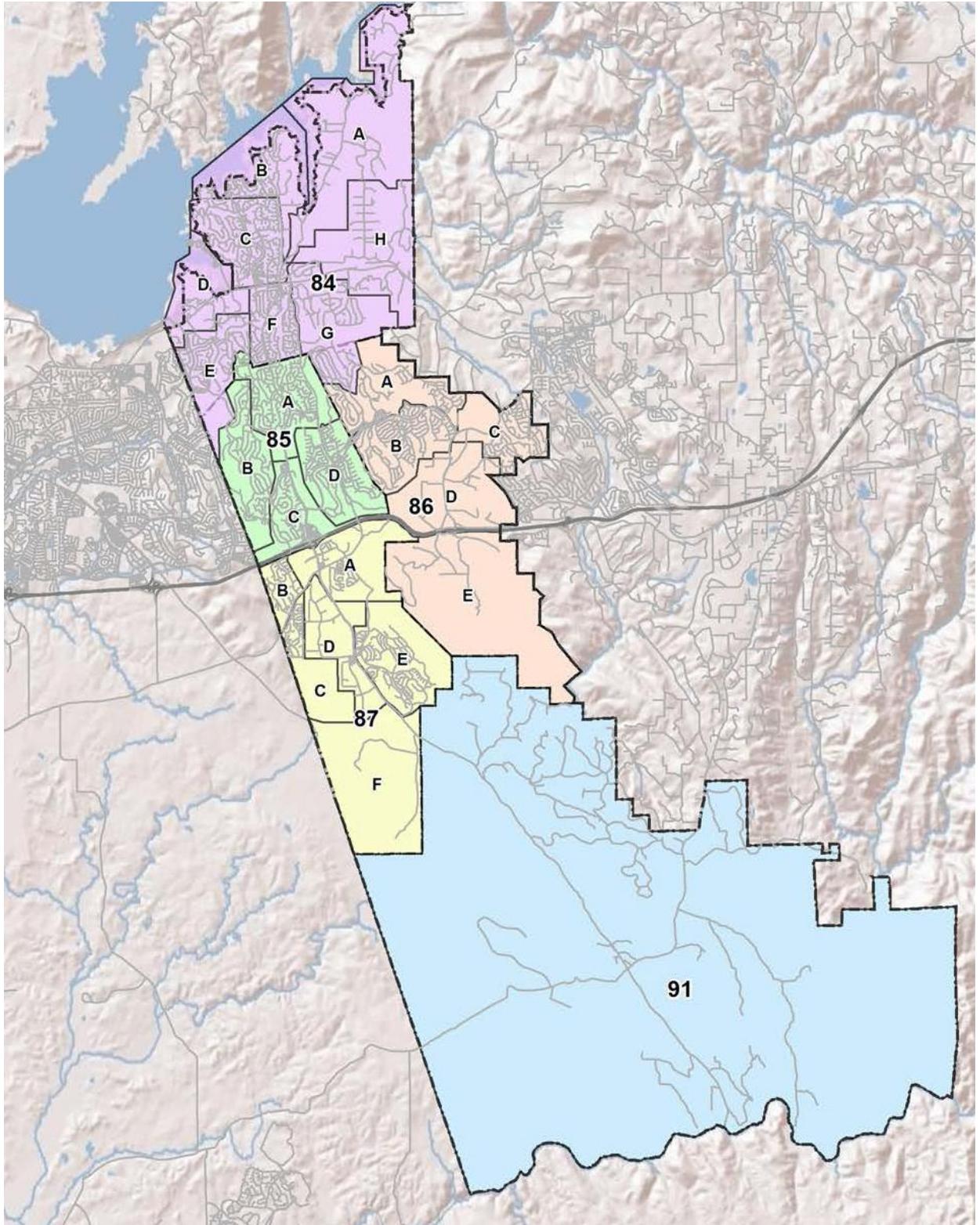


## INCIDENT TYPE ANALYSIS

100 Fire, Other	2
130 Mobile prop...	1
131 Passenger v...	1
140 Natural veg...	7
142 Brush or bru...	5
143 Grass fire	3
150 Outside rub...	2
151 Outside rub...	1
160 Special outsi...	1
311 Medical assi...	1
321 EMS call, ex...	2
321C EMS call, C...	16
321G EMS call, G...	122
321N EMS call, C...	4
321R EMS call, R...	11
321T EMS call, Tr...	18
321X EMS call, T...	15
322 Motor vehicl...	14
323 Motor vehicl...	1
324 Motor Vehicl...	7
381 Rescue or E...	1
420 Toxic conditi...	1
445 Arcing, shor...	1
500 Service Call,...	3
510 Person in di...	4
511 Lock-out	3
522 Water or st...	1
540 Animal probl...	1
541 Animal probl...	1

5415 Animal pro...	25
550 Public servic...	1
552 Police matter	1
554 Assist invalid	4
571 Cover assig...	30
600 Good intent ...	1
611 Dispatched ...	4
611A Dispatche...	2
611F Dispatched...	2
611M Dispatche...	5
6115 Dispatched...	1
611T Dispatched...	2
622 No Incident ...	4
652 Steam, vap...	1
661 EMS call, pa...	1
700 False alarm ...	3
733 Smoke dete...	2
735 Alarm syste...	1
741 Sprinkler act...	1
745 Alarm syste...	2
746 Carbon mon...	1

Report: FH ANALYTICS – Incidents – Incident Type List (change to list view, copy clipboard and crop)



**EL DORADO HILLS COUNTY WATER DISTRICT**

**RESOLUTION 2016-11**

**Resolution Adopting the 2016-17 Final Budget**

**WHEREAS**, the Board of Directors of the El Dorado Hills County Water District Board (the “Fire District”) held a public hearing during at which time additions and deletions to the 2016-17 Budget were made; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors in accordance with Section 13890 of the Health and Safety Code, the Final Budget for the Fiscal Year 2016-17 is hereby adopted, which includes the following expenditures:

Wages & Benefits:	\$15,264,273
Services and Supplies:	1,845,072
Fixed Assets:	
Structures and Improvements	800,000
Equipment	<u>1,925,405</u>
Total Budget Requirements:	\$19,834,750

**BE IT FURTHER RESOLVED** that, except as specified below, the means of financing the expenditures will be by monies derived from Property Taxes, Development Fees, Reserves and other Miscellaneous Revenues.

**BE IT FURTHER RESOLVED** that the means of financing the capital assets listed in the amount not to exceed \$1,587,905 will be by monies derived from the Capital Replacement Fund.

**BE IT FURTHER RESOLVED** that the Final Budget is hereby adopted and available for inspection by interested persons.

The foregoing resolution was duly passed and adopted by the Board of the El Dorado Hills County Water District at a meeting of said Board held on the 15th day of September, 2016, by the following vote:

AYES:

ABSTAIN:

NOES:

ABSENT:

ATTEST:

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John Hidahl, President

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Jessica Braddock, Board Secretary

**EL DORADO HILLS COUNTY WATER DISTRICT**

**RESOLUTION NO. 2016-12**

**RESOLUTION ADOPTING THE APPROPRIATION LIMITS FOR THE  
2016-17 FISCAL YEAR**

WHEREAS, the Board of Directors conducted a hearing on the appropriation limitation for the El Dorado Hills County Water District on Thursday, September 15, 2016; and,

WHEREAS, the hearing was advertised and noticed as required by law; and,

WHEREAS, the Board received testimony and other evidence regarding the appropriation limitation to be established for the El Dorado Hills County Water District.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of the El Dorado Hills County Water District, that the El Dorado Hills County Water District appropriation limit for the 2016-17 fiscal year, as described in Article XIII B of the State Constitution and implemented by Chapter 1205, Statutes of 1980 is the sum of \$36,263,364 computed as follows,  $\$32,707,911 \times 1.1087 = \$36,263,364$ .

The foregoing resolution was passed and adopted by the Board of Directors of the El Dorado Hills County Water District at a meeting of said Board held on the 15th day of September, 2016 by the following vote:

AYES:  
NOES:  
ABSENT:

ATTEST:

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Jessica Braddock, Board Secretary

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John Hidahl, President

**EL DORADO HILLS COUNTY WATER DISTRICT**

**RESOLUTION 2016-13**

**APPROVING THE ADOPTION OF THE  
PUBLIC AGENCIES POST-EMPLOYMENT BENEFITS TRUST  
ADMINISTERED BY PUBLIC AGENCY RETIREMENT SERVICES (PARS)**

**WHEREAS**, PARS has made available the PARS Public Agencies Post-Employment Benefits Trust (the “Program”) for the purpose of pre-funding pension obligations and/or OPEB obligations; and

**WHEREAS**, the El Dorado Hills County Water District (the “District”) is eligible to participate in the Program, a tax-exempt trust performing an essential governmental function within the meaning of Section 115 of the Internal Revenue Code, as amended, and the Regulations issued there under, and is a tax-exempt trust under the relevant statutory provisions of the State of California; and

**WHEREAS**, the District’s adoption and operation of the Program has no effect on any current or former employee’s entitlement to post-employment benefits; and

**WHEREAS**, the terms and conditions of post-employment benefit entitlement, if any, are governed by contracts separate from and independent of the Program; and

**WHEREAS**, the District’s funding of the Program does not, and is not intended to, create any new vested right to any benefit nor strengthen any existing vested right; and

**WHEREAS**, the District reserves the right to make contributions, if any, to the Program.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The Board of Directors hereby adopts the PARS Public Agencies Post-Employment Benefits Trust, effective September 15, 2016; and

2. The Board of Directors hereby appoints the Director of Finance, or his/her successor or his/her designee as the District's Plan Administrator for the Program; and

3. The District's Plan Administrator is hereby authorized to execute the PARS legal and administrative documents on behalf of the District and to take whatever additional actions are necessary to maintain the District's participation in the Program and to maintain compliance of any relevant regulation issued or as may be issued; therefore, authorizing him/her to take whatever additional actions are required to administer the District's Program.

The foregoing resolution was duly passed and adopted by the Board of the El Dorado Hills County Water District at a meeting of said Board held on the 15th day of September, 2016, by the following vote:

AYES:

ABSTAIN:

NOES:

ABSENT:

---

John Hidahl, President

ATTEST:

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Jessica Braddock, Board Secretary

## AGREEMENT FOR ADMINISTRATIVE SERVICES

This agreement (“Agreement”) is made this \_\_\_\_ day of \_\_\_\_\_, 2016, between Phase II Systems, a corporation organized and existing under the laws of the State of California, doing business as Public Agency Retirement Services and PARS (hereinafter “PARS”) and the [Agency Name] (“Agency”).

WHEREAS, the Agency has adopted the PARS Public Agencies Post-Employment Benefits Trust for the purpose of pre-funding pension obligations and/or OPEB obligations (“Plan”), and is desirous of retaining PARS as Trust Administrator to the Trust, to provide administrative services.

NOW THEREFORE, the parties agree:

1. **Services.** PARS will provide the services pertaining to the Plan as described in the exhibit attached hereto as “Exhibit 1A” (“Services”) in a timely manner, subject to the further provisions of this Agreement.
2. **Fees for Services.** PARS will be compensated for performance of the Services as described in the exhibit attached hereto as “Exhibit 1B”.
3. **Payment Terms.** Payment for the Services will be remitted directly from Plan assets unless the Agency chooses to make payment directly to PARS. In the event that the Agency chooses to make payment directly to PARS, it shall be the responsibility of the Agency to remit payment directly to PARS based upon an invoice prepared by PARS and delivered to the Agency. If payment is not received by PARS within thirty (30) days of the invoice delivery date, the balance due shall bear interest at the rate of 1.5% per month. If payment is not received from the Agency within sixty (60) days of the invoice delivery date, payment plus accrued interest will be remitted directly from Plan assets, unless PARS has previously received written communication disputing the subject invoice that is signed by a duly authorized representative of the Agency.
4. **Fees for Services Beyond Scope.** Fees for services beyond those specified in this Agreement will be billed to the Agency at the rates indicated in the PARS’ standard fee schedule in effect at the time the services are provided and shall be payable as described in Section 3 of this Agreement. Before any such services are performed, PARS will provide the Agency with a detailed description of the services, terms, and applicable rates for such services. Such services, terms, and applicable rates shall be agreed upon in writing and executed by both parties.
5. **Information Furnished to PARS.** PARS will provide the Services contingent upon the Agency’s providing PARS the information specified in the exhibit attached hereto as “Exhibit 1C” (“Data”). It shall be the responsibility of the Agency to certify the accuracy, content and completeness of the Data so that PARS may rely on such information without further audit. It shall further be the responsibility of the Agency to deliver the Data to PARS in such a manner that allows for a reasonable amount of time for the Services to be performed. Unless specified in Exhibit 1A, PARS shall be under no duty to question Data received from the Agency, to compute contributions made to the

Plan, to determine or inquire whether contributions are adequate to meet and discharge liabilities under the Plan, or to determine or inquire whether contributions made to the Plan are in compliance with the Plan or applicable law. In addition, PARS shall not be liable for non performance of Services to the extent such non performance is caused by or results from erroneous and/or late delivery of Data from the Agency. In the event that the Agency fails to provide Data in a complete, accurate and timely manner and pursuant to the specifications in Exhibit 1C, PARS reserves the right, notwithstanding the further provisions of this Agreement, to terminate this Agreement upon no less than ninety (90) days written notice to the Agency.

6. **Records.** Throughout the duration of this Agreement, and for a period of five (5) years after termination of this Agreement, PARS shall provide duly authorized representatives of Agency access to all records and material relating to calculation of PARS' fees under this Agreement. Such access shall include the right to inspect, audit and reproduce such records and material and to verify reports furnished in compliance with the provisions of this Agreement. All information so obtained shall be accorded confidential treatment as provided under applicable law.
7. **Confidentiality.** Without the Agency's consent, PARS shall not disclose any information relating to the Plan except to duly authorized officials of the Agency, subject to applicable law, and to parties retained by PARS to perform specific services within this Agreement. The Agency shall not disclose any information relating to the Plan to individuals not employed by the Agency without the prior written consent of PARS, except as such disclosures may be required by applicable law.
8. **Independent Contractor.** PARS is and at all times hereunder shall be an independent contractor. As such, neither the Agency nor any of its officers, employees or agents shall have the power to control the conduct of PARS, its officers, employees or agents, except as specifically set forth and provided for herein. PARS shall pay all wages, salaries and other amounts due its employees in connection with this Agreement and shall be responsible for all reports and obligations respecting them, such as social security, income tax withholding, unemployment compensation, workers' compensation and similar matters.
9. **Indemnification.** PARS and Agency hereby indemnify each other and hold the other harmless, including their respective officers, directors, employees, agents and attorneys, from any claim, loss, demand, liability, or expense, including reasonable attorneys' fees and costs, incurred by the other as a consequence of, to the extent, PARS' or Agency's, as the case may be, negligent acts, errors or omissions with respect to the performance of their respective duties hereunder.
10. **Compliance with Applicable Law.** The Agency shall observe and comply with federal, state and local laws in effect when this Agreement is executed, or which may come into effect during the term of this Agreement, regarding the administration of the Plan. PARS shall observe and comply with federal, state and local laws in effect when this Agreement is executed, or which may come into effect during the term of this Agreement, regarding Plan administrative services provided under this Agreement.

11. **Applicable Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of California. In the event any party institutes legal proceedings to enforce or interpret this Agreement, venue and jurisdiction shall be in any state court of competent jurisdiction.
12. **Force Majeure.** When a party's nonperformance hereunder was beyond the control and not due to the fault of the party not performing, a party shall be excused from performing its obligations under this Agreement during the time and to the extent that it is prevented from performing by such cause, including but not limited to: any incidence of fire, flood, acts of God, acts of terrorism or war, commandeering of material, products, plants or facilities by the federal, state or local government, or a material act or omission by the other party.
13. **Ownership of Reports and Documents.** The originals of all letters, documents, reports, and data produced for the purposes of this Agreement shall be delivered to, and become the property of the Agency. Copies may be made for PARS but shall not be furnished to others without written authorization from Agency.
14. **Designees.** The Plan Administrator of the Agency, or their designee, shall have the authority to act for and exercise any of the rights of the Agency as set forth in this Agreement, subsequent to and in accordance with the written authority granted by the Governing Body of the Agency, a copy of which writing shall be delivered to PARS. Any officer of PARS, or his or her designees, shall have the authority to act for and exercise any of the rights of PARS as set forth in this Agreement.
15. **Notices.** All notices hereunder and communications regarding the interpretation of the terms of this Agreement, or changes thereto, shall be effected by delivery of the notices in person or by depositing the notices in the U.S. mail, registered or certified mail, return receipt requested, postage prepaid and addressed as follows:
  - (A) To PARS: PARS; 4350 Von Karman Avenue, Suite 100, Newport Beach, CA 92660; Attention: President
  - (B) To Agency: [Agency]; [Address]; [City, State, Zip]; Attention: [Plan Administrator]Notices shall be deemed given on the date received by the addressee.
16. **Term of Agreement.** This Agreement shall remain in effect for the period beginning \_\_\_\_\_, 2016 and ending \_\_\_\_\_, 2019 ("Term"). This Agreement may be terminated at any time by giving thirty (30) days written notice to the other party of the intent to terminate. Absent a thirty (30) day written notice to the other party of the intent to terminate, this Agreement will continue unchanged for successive twelve month periods following the Term.
17. **Amendment.** This Agreement may not be amended orally, but only by a written instrument executed by the parties hereto.
18. **Entire Agreement.** This Agreement, including exhibits, contains the entire understanding of the parties with respect to the subject matter set forth in this Agreement. In the event a conflict arises between the parties with respect to any term, condition or

provision of this Agreement, the remaining terms, conditions and provisions shall remain in full force and legal effect. No waiver of any term or condition of this Agreement by any party shall be construed by the other as a continuing waiver of such term or condition.

19. **Attorneys Fees.** In the event any action is taken by a party hereto to enforce the terms of this Agreement the prevailing party herein shall be entitled to receive its reasonable attorney's fees.
20. **Counterparts.** This Agreement may be executed in any number of counterparts, and in that event, each counterpart shall be deemed a complete original and be enforceable without reference to any other counterpart.
21. **Headings.** Headings in this Agreement are for convenience only and shall not be used to interpret or construe its provisions.
22. **Effective Date.** This Agreement shall be effective on the date first above written, and also shall be the date the Agreement is executed.

**AGENCY:**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**PARS:**

BY: \_\_\_\_\_

Tod Hammeras

TITLE: Chief Financial Officer

DATE: \_\_\_\_\_

EXHIBIT 1A  
SERVICES

PARS will provide the following services for the [Agency Name] Public Agencies Post-Employment Benefits Trust:

1. Plan Installation Services:

- (A) Meeting with appropriate Agency personnel to discuss plan provisions, implementation timelines, actuarial valuation process, funding strategies, benefit communication strategies, data reporting, and submission requirements for contributions/reimbursements/distributions;
- (B) Providing the necessary analysis and advisory services to finalize these elements of the Plan;
- (C) Providing the documentation needed to establish the Plan to be reviewed and approved by Agency legal counsel. Resulting final Plan documentation must be approved by the Agency prior to the commencement of PARS Plan Administration Services outlined in Exhibit 1A, paragraph 2 below.

2. Plan Administration Services:

- (A) Monitoring the receipt of Plan contributions made by the Agency to the trustee of the PARS Public Agencies Post-Employment Benefits Trust (“Trustee”), based upon information received from the Agency and the Trustee;
- (B) Performing periodic accounting of Plan assets, reimbursements/distributions, and investment activity, based upon information received from the Agency and/or Trustee;
- (C) Coordinating the processing of distribution payments pursuant to authorized direction by the Agency, and the provisions of the Plan, and, to the extent possible, based upon Agency-provided Data;
- (D) Coordinating actions with the Trustee as directed by the Plan Administrator within the scope this Agreement;
- (E) Preparing and submitting a monthly report of Plan activity to the Agency, unless directed by the Agency otherwise;
- (F) Preparing and submitting an annual report of Plan activity to the Agency;
- (G) Facilitating actuarial valuation updates and funding modifications for compliance with GASB 45, if prefunding OPEB obligations;
- (H) Coordinating periodic audits of the Trust;
- (I) Monitoring Plan and Trust compliance with federal and state laws.

3. PARS is not licensed to provide and does not offer tax, accounting, legal, investment or actuarial advice.

EXHIBIT 1B  
FEES FOR SERVICES

PARS will be compensated for performance of Services, as described in Exhibit 1A based upon the following schedule:

- (A) An annual asset fee paid by the Agency or paid from Plan Assets based on the following schedule:

<u>For Plan Assets from:</u>			<u>Annual Rate:</u>
\$0	to	\$10,000,000	0.25%
\$10,000,001	to	\$15,000,000	0.20%
\$15,000,001	to	\$50,000,000	0.15%
\$50,000,001	and	above	0.10%

Annual rates are prorated and paid monthly. The annual asset fee shall be calculated by the following formula [Annual Rate divided by 12 (months of the year) multiplied by the Plan asset balance at the end of the month]. Trustee and Investment Management Fees are not included.

- (B) The annual asset fee referenced above shall be paid as follows:

**Annual Asset Fee Payment Option (Please select one option below):**

- Annual Asset Fee shall be paid from Plan Assets.
- Annual Asset Fee shall be invoiced to and paid by the Agency.

EXHIBIT 1C  
DATA REQUIREMENTS

PARS will provide the Services under this Agreement contingent upon receiving the following information:

1. Executed Legal Documents:
  - (A) Certified Resolution
  - (B) Adoption Agreement to the Public Agencies Post-Employment Benefits Trust
  - (C) Trustee Investment Forms
  
2. Contribution – completed Contribution Transmittal Form signed by the Plan Administrator (or authorized Designee) which contains the following information:
  - (A) Agency name
  - (B) Contribution amount
  - (C) Contribution date
  - (D) Contribution method (Check, ACH, Wire)
  
3. Distribution – completed Payment Reimbursement/Distribution Form signed by the Plan Administrator (or authorized Designee) which contains the following information:
  - (A) Agency name
  - (B) Payment reimbursement/distribution amount
  - (C) Applicable statement date
  - (D) Copy of applicable premium, claim, statement, warrant, and/or administrative expense evidencing payment
  - (E) Signed certification of reimbursement/distribution from the Plan Administrator (or authorized Designee)
  
4. Other information pertinent to the Services as reasonably requested by PARS and Actuarial Provider.

**Internal Revenue Service**

Department of the Treasury  
Washington, DC 20224

Index Number: 115.00-00

Third Party Communication: None  
Date of Communication: Not Applicable

U.S. Bank National Association  
c/o Susan Hughes, Vice President  
3121 Michelson Drive (Suite 300)  
Irvine, CA 92612

Person To Contact:  
Robin J. Ehrenberg, ID No. 1000219292  
Telephone Number:  
(202) 317-5800  
Refer Reply To:  
CC:TEGE:EOEG:EO3  
PLR-146796-14  
Date: June 5, 2015

Legend

Trust = Public Agencies Post-Employment Benefits Trust  
Trust Agreement = Public Agencies Post-Employment Benefits Trust Agreement  
Trustee = U.S. Bank National Association

Dear Ms. Hughes:

This letter responds to a letter from your authorized representative dated December 22, 2014, requesting rulings that (1) the Trust's income is excludable from gross income under section 115 of the Internal Revenue Code (IRC) and (2) the Trust is not required to file annual federal income tax returns under IRC section 6012(a)(4). The Trust represents the facts as follows:

FACTS

The Trust is a multiple employer trust established to enable public-agency employers to fund post-retirement employee benefits. Each participating employer must be a public agency that is a state, political subdivision of a state, or an entity the income of which is excludable from gross income under IRC section 115. The employer's governing body must authorize in writing the adoption of the Trust and the employer must execute the adoption agreement, which approves the Trust's administrator and provides that the agency adopts and agrees to be bound by the Trust Agreement. In the adoption agreement, the employer elects to fund obligations to provide benefits under a post-employment health care plan and contribute to a defined-benefit pension plan maintained by the employer that is qualified under IRC section 401(a). The employer may elect to fund either or both obligations.

The Trust Agreement provides that assets are held by the Trust for the exclusive purpose of funding participating employers' benefit obligations and defraying the reasonable expenses of the Trust. The Trust's assets may not be used for any other purpose. Each employer's contributions to the Trust, together with any allocable investment earnings and losses, are held in a separate account for that employer. Assets allocated to satisfy an employer's health and welfare benefit obligation or the employer's pension obligation may only be used for purposes of satisfying that particular obligation. The assets held in an employer's account are not available to pay any obligations incurred by any other employer.

The employers appoint the Trustee and the Trust's administrator and may remove the Trustee or the administrator by a two-thirds vote of all employers. The employers may amend the Trust Agreement with the approval of two-thirds of all employers then participating in the Trust. The employers may terminate the Trust by unanimous agreement of all employers.

Upon termination of the Trust, any assets remaining in an employer's account, after satisfaction of benefit and the Trust's obligations are returned to the employer to the extent permitted by law and consistent with the requirements of IRC section 115.

## LAW AND ANALYSIS

### Issue 1 - IRC section 115(1)

IRC section 115(1) provides that gross income does not include income derived from any public utility or the exercise of any essential governmental function and accruing to a state or any political subdivision thereof.

Rev. Rul. 77-261, 1977-2 C.B. 45, holds that income generated by an investment fund that is established by a state to hold revenues in excess of the amounts needed to meet current expenses is excludable from gross income under IRC section 115(1), because such investment constitutes an essential governmental function. The ruling explains that the statutory exclusion is intended to extend not to the income of a state or municipality resulting from its own participation in activities, but rather to the income of an entity engaged in the operation of a public utility or the performance of some governmental function that accrues to either a state or political subdivision of a state. The ruling points out that it may be assumed that Congress did not desire in any way to restrict a state's participation in enterprises that might be useful in carrying out projects that are desirable from the standpoint of a state government and that are within the ambit of a sovereign to conduct.

Rev. Rul. 90-74, 1990-2 C.B. 34, holds that the income of an organization formed, funded, and operated by political subdivisions to pool various risks (e.g., casualty, public liability, workers' compensation, and employees' health) is excludable from gross income under IRC section 115(1), because the organization is performing an essential governmental function. The revenue ruling states that the income of such an organization is excludable from gross income so long as private interests do not participate in the organization or benefit more than incidentally from the organization. The benefit to the employees of the insurance coverage obtained by the member political subdivisions was deemed incidental to the public benefit.

Through the Trust, participating public agency employers fund health and welfare and pension obligations for retired employees. Each of the Trust's participating employers is required to be a state, political subdivision of a state or an entity the income of which is excludable from gross income under IRC section 115. Providing health, welfare and pension benefits to current and former employees constitutes the performance of an essential government function within the meaning of IRC section 115(1). See Rev. Rul. 90-74 and Rev. Rul. 77-261.

The Trust's income accrues to its participating employers, all of which are political subdivisions of a state or entities the income of which is excludable from gross income under IRC section 115. No private interests will participate in, or benefit from, the operation of Trust, other than as providers of goods or services. The benefit to employees is incidental to the public benefit. See Rev. Rul. 90-74.

In no event, including dissolution, will the Trust's assets be distributed or revert to any entity that is not a state, a political subdivision of a state, or entity the income of which is excludable from its gross income by application of IRC section 115(1).

#### Issue 2- IRC section 6012(a)(4)

Section 301.7701-1(b) of the Procedure and Administration Regulations (Regulations) provides that the classification of organizations that are recognized as separate entities is determined under sections 301.7701-2, 301.7701-3, and 301.7701-4, unless a provision of the IRC provides for special treatment of that organization.

Section 301.7701-4(a) of the Regulations provides that, in general, an arrangement will be treated as if it can be shown that the purpose of the arrangement is to vest in trustees responsibility for the protection and conservation of property for beneficiaries who cannot share in the discharge of this responsibility and, therefore, are not associates in a joint enterprise for the conduct of business for profit.

The Trust enables public-agency employers to set aside funds to be used to satisfy each employer's separate pension and health and welfare benefit obligations. The

Trustee is charged with the responsibility of the protection and conservation of the Trust property for the benefit of the beneficiaries of the Trust. The beneficiaries of the Trust cannot share in the discharge of the Trustee's responsibility for the protection and conservation of property and, therefore, are not associates in a joint enterprise for the conduct of business for profit. IRC section 6012(a)(4) provides that every trust having for the taxable year any taxable income or having gross income of \$600 or more, regardless of the amount of taxable income, shall make returns with respect to income taxes under Subtitle A.

Based solely on the facts and representations submitted by the Trust, we conclude that:

1. Because the income of the Trust derives from the exercise of an essential governmental function and will accrue to a state or a political subdivision thereof, the Trust's income is excludable from gross income under IRC section 115(1).
2. The Trust is classified as a trust within the meaning of IRC section 7701(a) and section 301.7701-4(a) of the Regulations. Because Trust's income is excludable from gross income under IRC section 115, the Trust is not required by IRC section 6012(a)(4) to file an annual income tax return.

Except as expressly provided herein, no opinion is expressed or implied concerning the tax consequences of any aspect of any transaction or item discussed or referenced in this letter. This ruling concerns only the federal tax treatment of the Trust's income and may not be cited or relied upon by any taxpayer, including the Trust, employers participating in the Trust, and any recipients of benefits paid under the terms of the Trust, as to any matter relating to the taxation of accident or health contributions or benefits.

This ruling is directed only to the taxpayer who requested it. IRC section 6110(k)(3) provides that it may not be used or cited as precedent.

In accordance with the Power of Attorney on file with this office, a copy of this letter is being sent to your authorized representative.

A copy of this letter must be attached to any income tax return to which it is relevant. Alternatively, taxpayers filing their returns electronically may satisfy this requirement by attaching a statement to their return that provides the date and control number of the letter ruling.

The rulings contained in this letter are based upon information and representations submitted by the taxpayer and accompanied by a penalty of perjury statement executed by an appropriate party. While this office has not verified any of the material submitted in support of the request for rulings, it is subject to verification on examination.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Griffin', with a stylized flourish at the end.

Kenneth M. Griffin  
Branch Chief, Exempt Organizations Branch 3  
(Tax Exempt and Government Entities)

cc: Marcus Wu  
Pillsbury Winthrop Shaw Pittman LLP  
12255 El Camino Real, Suite 300  
San Diego, CA 92130-4088

Paul Marmolejo  
Director, Office of Federal, State and Local Governments  
SE:T:GE:FSL

**EL DORADO HILLS COUNTY WATER DISTRICT**

**RESOLUTION NO. 2016-14**

**RESOLUTION ADOPTING THE CONFLICT OF INTEREST CODE**

**WHEREAS**, the Political Reform Act, Government Code Sections 81000, et. seq., requires state and local government agencies to adopt and promulgate conflict of interest codes; and

**WHEREAS**, the Fair Political Practices Commission has adopted a regulation, 2 Cal. Code of Regulations Section 18730, which contains the terms of a standard conflict of interest code which can be incorporated by reference and may be amended after public notice and hearings to conform to amendments in the Political Reform Act; and

**WHEREAS**, this body has determined that the attached Appendix accurately sets forth those positions which should be designated and the categories of financial interests which should be made reportable;

**NOW, THEREFORE**, be it resolved that:

1. The terms of 2 Cal. Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix in which members and employees are designated and disclosure categories are set forth, constitute the conflict of interest code of the El Dorado Hills County Water District.

2. Pursuant to Section 4(A) of the standard code, designated employees shall file a statement of economic interest with the District. Upon receipt of the statements from the Board of Directors and the Chief, the District shall make and retain a copy and forward the original of these statements to the El Dorado County Elections Department.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the El Dorado Hills County Water District held July 21, 2016, by the following vote:

AYES:  
NOES:  
ABSENT:

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John Hidahl, President

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Jessica Braddock, District Secretary

## APPENDIX

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### PUBLIC OFFICIALS’ FUNCTION/TITLE

### TYPE OF BUSINESS ENTITY, BUSINESS POSITION, INVESTMENT, SOURCE OF INCOME, OR REAL PROPERTY DISCLOSABLE

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Fire Chief	1. Office Equipment and Supplies
Deputy Chief	2. Building Materials and Supplies
Division Chief	3. Medical Supplies
Battalion Chief	4. Household Supplies
Director of Finance/Board Secretary	5. Hardware supplies and tools
Directors or Candidates for Directors	6. Fire equipment (hose, nozzles smoke masks, etc.)
Auditor	7. Fire apparatus (vehicles and vehicle supplies)
Attorneys	8. Fire Equipment maintenance (extinguishing service, sprinklers, etc.)
	9. Radio equipment and repair
	10. Equipment and tool repair
	11. Newspapers and magazines
	12. Insurance
	13. Accounting
	14. Banks and Savings and Loans
	15. Construction
	16. Fuel (gasoline and liquid propane gas)
	17. Installation of hydrants
	18. Real property/real property development
	19. Firefighter clothing and supplies (turnouts, etc.)
	20. Engineering
	21. Soil Preparation, studies
	22. Retirement of Bond Proceedings

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Engineering Consultants	1. Real Property
Architectural Consultants	2. Building materials and supplies
	3. Soil preparation, studies
	4. Construction

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Financial Consultants	1. Real Property
	2. Banks and Savings and Loans
	3. Retirement of bond proceedings

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E.I.R. Consultants	1. Real Property
	2. Construction
	3. Building materials and supplies
	4. Soil preparation, studies
	5. Engineering

---

EL DORADO HILLS COUNTY WATER DISTRICT

Ordinance No. 2016-37

---

BE IT ORDAINED BY THE BOARD OF DIRECTORS OF EL DORADO HILLS COUNTY WATER DISTRICT

AS FOLLOWS:

AN ORDINANCE OF EL DORADO HILLS COUNTY WATER DISTRICT ADOPTING THE 2016 EDITION OF THE CALIFORNIA FIRE CODE, BASED UPON THE 2015 EDITION OF THE INTERNATIONAL FIRE CODE, REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION HAZARDS ARISING FROM THE STORAGE, HANDLING AND USE OF HAZARDOUS SUBSTANCES, MATERIALS AND DEVICES, AND FROM CONDITIONS HAZARDOUS TO LIFE OR PROPERTY IN THE OCCUPANCY OF BUILDINGS AND PREMISES IN EL DORADO HILLS COUNTY WATER DISTRICT; PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES THEREFORE; REPEALING ORDINANCE NO. 2016-37 OF EL DORADO HILLS COUNTY WATER DISTRICT AND ALL OTHER ORDINANCES AND PARTS OF THE ORDINANCES IN CONFLICT THEREWITH.

BE IT ORDAINED by the Board of Directors of the El Dorado Hills County Water District, also known as El Dorado Hills Fire:

Section 1: FINDINGS

Section 2: ADOPTION OF CODE

Section 3: CALIFORNIA FIRE CODE, AMENDMENTS

Section 4: ESTABLISHING LIMITS

Section 5: CONFLICT

Section 6: SEVERABILITY

Section 7: EFFECTIVE DATE AND PUBLICATION

**SECTION 1: FINDINGS**

The El Dorado Hills County Water District makes certain changes (listed below) to the California Fire Code, 2016 Edition, pursuant to Health and Safety Code Section 13869.7, 17958.7 and 18941.5 during this code adoption process. Such changes are necessary because of local climatic, geological and/or topographic conditions, as specified by the Matrix attached at the end of this ordinance. The El Dorado Hills County Water District has adopted, pursuant to Section 18941.5 of the California Health and Safety Code, the findings of facts relative to these conditions by Resolution #2016-10 of the El Dorado Hills County Water District dated August 18, 2016.

These changes include amendments and additions to the California Fire Code in the following sections:

111.4, 503.2, 503.2.1, 503.2.5, 503.2.6, 503.4.2 through 503.4.5, 507.5.1, 604.1.2, 903.2, 903.2.a, 903.2.b, 903.2.1, 903.2.C, 903.2.3, 903.2.4, 903.2.7, 903.2.9, 903.2.10, 907.2.a, 907.2.b, 907.2.c, 907.2.d, 5601.2, Table 6104.3 Footnote "d", 6112.1, 6112.2, 6112.3, 6113.1, 6113.2, Appendix B105.1, Table B105.1(1), B105.2, & Table B105.2. These changes are itemized in SECTION 2: ADOPTION OF CODE of this ordinance.

These changes also include the following CA Fire Code Sections and Appendices not adopted by the California State Fire Marshal; 101.1 through 101.5, 102.6 through 102.8, 102.10 through 102.12, 103.1 through 104.1, 104.3 through 104.4, 104.6 through 104.6.4, 104.8, through 104.9.2, 104.10.1 through 104.11.3, 105.2.3, 105.3.1 through 105.3.2, 105.6.10, 105.6.17 through 105.6.19, 105.6.28, 105.6.29 through 105.6.37, 105.6.39 through 105.6.44 105.7.17 through 105.7.18, 106.1, 107.1 through 108.3, 109.3.2 through 109.4.1, 112.1, 113.1 through 113.5, 113.6, 113.6.1, 302, 303.1 through 303.9, 305.1 through 305.5, 307.1 through 307.5, 308.1 through 308.4.1, 403.1, 403.5 through 403.12, 503, Appendix D104.1 through D104.3, D105.1 through D105.4, D106.1, D107.1, D107.2, Appendix F and N, based on the 2015 edition of the International Fire Code as published by the International Code Council.

## **SECTION 2: ADOPTION OF CODE**

That a certain document, three (3) copies of which are on file in the office of the Secretary of the Board of Directors of the El Dorado Hills County Water District, being marked and designated as the California Fire Code, 2016 edition, in its entirety, with the following amendments: 111.4, 503.2, 503.2.1, 503.2.5, 503.2.6, 503.4.2 through 503.4.5, 507.5.1, 604.1.2, 903.2, 903.2.a, 903.2.b, 903.2.1, 903.2.C, 903.2.3, 903.2.4, 903.2.7, 903.2.9, 903.2.10, 907.2.a, 907.2.b, 907.2.c, 907.2.d, 5601.2, Table 6104.3 Footnote "d", 6112.1, 6112.2, 6112.3, 6113.1, 6113.2, Appendix B105.1, Table B105.1(1), B105.2, & Table 105.2; and the following CA Fire Code Sections and Appendices not adopted by the California State Fire Marshal: 101.1 through 101.5, 102.6 through 102.8, 102.10 through 102.12, 103.1 through 104.1, 104.3 through 104.4, 104.6 through 104.6.4, 104.8, through 104.9.2, 104.10.1 through 104.11.3, 105.2.3, 105.3.1 through 105.3.2, 105.6.10, 105.6.17 through 105.6.19, 105.6.28, 105.6.29 through 105.6.37, 105.6.39 through 105.6.44 105.7.17 through 105.7.18, 106.1, 107.1 through 108.3, 109.3.2 through 109.4.1, 112.1, 113.1 through 113.5, 113.6, 113.6.1, 302, 303.1-303.9, 305.1-305.5, 307.1, through 307.5, 308.1 through 308.4.1, 403.1, 403.5 through 403.12, 503, Appendix D104.1 through D104.3, D105.1 through D105.4, D106.1, D107.1, D107.2, Appendix F and N, based on the 2015 edition of the International Fire Code as published by the International Code Council and the 2016 California Fire Code, be and is hereby adopted as the Fire Code of the El Dorado Hills County Water District, in the State of California regulating and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises as herein provided; providing for the issuance of permits and collection of fees therefore; and each and all of the regulations, provisions, penalties, conditions and terms of said Fire Code on file in the office of the El Dorado Hills County Water District are hereby referred to, adopted, and made a part hereof, as if fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section 3 of this ordinance.

## **SECTION 3: CALIFORNIA FIRE CODE, AMENDMENTS**

The following Sections are hereby amended or added:

### **California Fire Code, Chapter 1 Amendments - Scope and Administration:**

#### **Section 105 - Permits**

Section 105.6.28 of Chapter 1 of the Fire Code of the El Dorado Hills County Water District is amended to read as follows:

**105.6.28 - LP Gas.** An operational permit is required for:

1. Storage and use of LP-gas.

**Exception:** A permit is not required for individual containers with ~~500~~ 100-gallon water capacity or less or multiple container systems having an aggregate quantity not exceeding ~~500~~ 251 gallons serving occupancies in Group R-3.

### **Section 109 - Violations**

Section 109.4 of Chapter 1 of the Fire Code of the El Dorado Hills County Water District is amended to read as follows:

**Section 109.4 Violation penalties.** Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be guilty of a misdemeanor, punishable by a fine of not more than \$1,000.00 and/or by imprisonment not exceeding 6 months, or both such fine and imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense. (Health & Safety Code Section 13145 and 17995).

### **Section 111 - Stop Work Order**

Section 111.4 of Chapter 1 of the Fire Code of the El Dorado Hills County Water District is amended to read as follows:

**111.4. Failure to comply.** Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine of not less than \$500 or not more than \$1,000. (Health & Safety Code Section 13145 and 17995).

### **Section 113 – Fees**

Sections 113.6 and 113.6.1 of Chapter 1 of the Fire Code of the El Dorado Hills County Water District are added to read as follows:

**113.6 Permit, Plan Review and Inspection Fees.** A schedule of fees adopted by the Fire District Board of Directors for Plan Review, Inspections and the issuance of Permits by the Fire District may be found in the most current the El Dorado Hills County Water District fee schedule (Health & Safety Code 17951).

**113.6.1 Cost Recovery Fees.** Fire service fees may be charged to any person, firm, corporation or business that through negligence, violation of the law, or as a result of carelessness, is responsible for the cause of the Fire District to respond to the scene of an incident. A district board may charge a fee to cover the cost of any service which the district provides or the cost of enforcing any regulation for which the fee is charged. (Health and Safety Code 13916).

The fee shall not exceed the actual cost of suppressing the fire and/or responding to the scene of an incident.

## California Fire Code, Chapter 5 Amendments - Fire Service Features

### Section 503 - Fire Apparatus Access Roads

Section 503 of the CA Fire Code is **adopted in its entirety** as part of the Fire Code of the El Dorado Hills County Water District. Only the additions or amendments to Section 503 are listed below:

**503.2 Specifications.** All fire apparatus access roads shall be installed and arranged in accordance with Sections 503.2.1 through 503.2.8.

*[California Code of Regulations, Title 19, Division 1, §3.05(a)} Fire Department Access and Egress. (Roads)*

*(a) Roads. Required access roads from every building to a public street shall be all-weather hard-surfaced (suitable for use by fire apparatus) right-of-way not less than 20 feet (6096 mm) in width. Such right-of-way shall be unobstructed and maintained only as access to the public street.*

***Exception:** The enforcing agency may waive or modify this requirement if in his opinion such all-weather hard surfaced condition is not necessary in the interest of public safety and welfare.*

**503.2.1 Dimensions.** For one and two family dwelling units (R3) applications, fire apparatus access roads shall have an unobstructed width of not less than 20 feet plus one-foot shoulder on each side, except for *approved* security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 15 feet.

For applications other than (R3), fire apparatus access roads shall have an unobstructed width of not less than 20 feet, plus one-foot shoulder on each side, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 15 feet or as approved by the fire code official.

**All Driveways, as defined by Title 14 SRA Fire Safe Regulations, shall be not less than 12 feet wide.**

**503.2.5 Dead ends.** For one and two family dwelling units (R3) applications, dead-end fire apparatus access roads shall comply with Title 14 SRA Fire Safe Regulations and shall have a turnaround constructed at its terminus.

For applications other than (R3), dead-end fire apparatus access roads in excess of 150 feet (45 720 mm) in length shall be provided with an *approved* area for turning around fire apparatus.

**503.2.6 Bridges and elevated surfaces.** Where a bridge or an elevated surface is part of a fire apparatus access road, the bridge shall be constructed and maintained in accordance with the current El Dorado County Transportation Division bridge standard. Bridges and elevated surfaces shall be designed for a live load sufficient to carry the imposed loads of fire apparatus. Vehicle load limits shall be posted at

both entrances to bridges when required by the *fire code official*. Where elevated surfaces designed for emergency vehicle use are adjacent to surfaces which are not designed for such use, *approved* barriers, *approved* signs or both shall be installed and maintained when required by the *fire code official*.

**503.4.2 Fire Apparatus Access Gates.** Fire Apparatus Access Road Gates shall meet the standards identified in the Fire Department's Gate Standard.

Section 503.4.3 of the Fire Code of the El Dorado Hills County Water District is added to read as follows:

**503.4.3 Roads from 20 to 29 feet in width.** Fire apparatus access roads, 20 to 29 feet wide, shall be posted on both sides as a fire lane, with no parking allowed on either side of the roadway.

Section 503.4.4 of the Fire Code of the El Dorado Hills County Water District is added to read as follows:

**503.4.4 Roads from 30 to 35 feet in width.** Fire apparatus access roads, 30 to 35 feet wide, shall be posted on one side as No Parking, Fire Lane, with parking allowed only on the opposite side of the roadway.

Section 503.4.5 of the Fire Code of the El Dorado Hills County Water District is added to read as follows:

**503.4.5 Roads 36 feet and greater in width.** Fire apparatus access roads, 36 feet and greater in width, may allow parking on both sides of the roadway.

**The Following Sections of the California Fire Code, Appendix D - Fire Apparatus Access Roads are adopted and amended to read as part of Chapter 5 as follows:**

**Section D104 - Commercial and Industrial Developments**

**D104.1 Buildings exceeding three stories or 30 feet in height.** Buildings or facilities exceeding 30 feet or three stories in height shall have at least two means of fire apparatus access for each structure.

**D104.2 Buildings exceeding 62,000 square feet in area.** Buildings or facilities having a gross *building area* of more than 62,000 square feet shall be provided with two separate and *approved* fire apparatus access roads.

**D104.3 Remoteness.** Where two access roads are required, they shall be placed a distance apart equal to not less than one half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses.

**Exception:** Fire apparatus roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or similar condition, and an approved alternative means of fire protection is provided.

## **Section D105 - Aerial Fire Apparatus Access Roads**

**D105.1 Where required.** Buildings or portions of buildings or facilities exceeding 30 feet in height above the lowest level of fire department vehicle access shall be provided with *approved* fire apparatus access roads capable of accommodating fire department aerial apparatus. Overhead utility and power lines shall not be located within the aerial fire apparatus access roadway.

**D105.2 Width.** Aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet, exclusive of shoulders, in the immediate vicinity of any building or portion of building more than 30 feet in height.

**D105.3 Proximity to building.** At least one of the required access routes meeting this condition shall be located within a minimum of 15 feet and a maximum of 30 feet from the building, and shall be positioned parallel to one entire side of the building.

**D105.4 Obstructions.** Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus road and the building. Other obstructions shall be permitted to be placed with the approval of the fire code official.

## **Section D106 - Multiple-Family Residential Developments**

**D106.1 Projects having more than 100 dwelling units.** Multiple- family residential projects having more than 100 *dwelling units* shall be equipped throughout with two separate and *approved* fire apparatus access roads.

## **Section D107 - One- or Two-Family Residential Developments**

**D107.1 One- or two-family dwelling residential developments.** Developments of one- or two- family *dwelling*s shall be provided with separate and *approved* fire apparatus access roads and shall meet the requirements of **D107.2 Remoteness.** when required by the Fire Chief.

## **Section 507 - Fire Protection Water Supplies**

Sections 507.5.1 of Chapter 5 of the Fire Code of the El Dorado Hills County Water District are amended to read as follows:

**Section 507.5.1 Where required.** Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more the ~~400~~ 150 feet from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official.

**Exception:** For Group R-3 and Group U occupancies, equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.1, the distance requirement shall be not more than 600 feet (183m).

## California Fire Code, Chapter 6 Amendments - Building Services and System

### Section 604 - Emergency and Standby Power Systems

Sections 604.1.2 of Chapter 6 of the Fire Code of the El Dorado Hills County Water District are amended to read as follows:

**Section 604.1.2 Installations.** Emergency power systems and standby power systems shall be installed in accordance with this code, NFPA 110 and NFPA 111. All buildings, other than one- and two-family dwelling units, and agricultural buildings not used for commercial purpose, with stand-by power shall have a shunt trip device that disconnects all power sources to the building, approved by the Fire Code Official. Existing installations shall be maintained in accordance with the original approval.

## California Fire Code, Chapter 9 Amendments - Fire Protection Systems

### Section 903 -Automatic Sprinkler Systems

Section 903.2 of Chapter 9 of the Fire Code of the El Dorado Hills County Water District is amended to read as follows:

**903.2 Where required.** Approved, NFPA 13 automatic sprinkler system shall be required and installed in all buildings or structures, greater than 3600 square feet, when constructed or relocated within the jurisdiction.

#### **Exceptions:**

1. One- and two-family dwelling units (R-3 Occupancies). (See Section R313 of the 2016 CA Residential Code that requires all one and two family dwellings to be equipped with an NFPA 13D sprinkler system)
2. Agricultural buildings, except any agricultural building which is used for commercial purposes (e.g. retails sales, food service, and/or special events)

Sections 903.2.a and 903.2.b of Chapter 9 of the Fire Code of the El Dorado Hills County Water District are added to read as follows:

**903.2.a Status of existing buildings greater than 3,600 square feet.** In existing buildings 3600 square feet or greater, other than one- and two-family dwelling units, and agricultural buildings not under Special Use Permit for commercial purposes, where the floor area of the building or structure is increased by an addition of more than thirty percent (30%) or 1,000 square feet, whichever is less, such building or structure shall be made to conform to Section 903.2.

**903.2.b Status of existing buildings less than 3,600 square feet.** In existing buildings 3,600 square feet or less, other than one-and two-family dwelling units, and agricultural buildings not under Special Use Permit for commercial purposes, where the floor area of the building or structure is increased to a total square footage over 3,600 square feet, by an addition of more than thirty percent (30%) or 1,000 square feet, whichever is less, such building or structure shall be made to conform to Section 903.2.

**The following sections are amended by changing California Fire Code requirements to 3,600 square feet for fire sprinkler installation, as follows (the complete text of the section is not provided):**

903.2.1	Group A	<u>All Group A</u> - 3,600 square feet or greater
903.2.c	Group B	<u>All Group B</u> - 3,600 square feet or greater
903.2.3	Group E	<u>All Group E</u> - 3,600 square feet or greater
903.2.4	Group F	<u>All Group F</u> - 3,600 square feet or greater *2,500 square feet or greater for manufacturing of mattresses and upholstered furniture
903.2.7	Group M	<u>All Group M</u> - 3,600 square feet or greater
903.2.9	Group S-1	<u>All Group S-1</u> - 3,600 square feet or greater *2,500 square feet for storage of mattresses and upholstered furniture
903.2.10	Group S-2	<u>All group S-2</u> - 3,600 square feet or greater

**Section 907 - Fire Alarm and Detection Systems**

Sections 907.2.a, 907.2.b and 907.2.c, 907.2.d of Chapter 9 of the Fire Code of the El Dorado Hills County Water District are added to read as follows:

**907.2.a An approved fire alarm/detection system shall be installed in all buildings with a floor area less than 3,600 square feet.**

**Exceptions:**

1. One and two family dwellings (R-3 Occupancies and other occupancies classified as “U”).
2. Agricultural buildings, except any agricultural building which is used for commercial purposes (e.g. retails sales, food service, and/or special events).
3. Buildings with a floor area less than 500 square feet may be exempt, as determined by the Fire Chief, based on building construction material and features, location, occupancy type, and distance to exposures.

**907.2.b Status of existing buildings.** In existing buildings without an approved automatic sprinkler system, other than one- or two-family dwelling units, agricultural building not under Special Use permit for commercial purposes where a fire alarm detection system does not exist and the floor area of the building or structure is increased or modified by more than thirty percent (30%) or 1,000 square feet, whichever is less, such building or structure shall be made to conform to Section 907 when required by the Fire Chief. Buildings with a floor area less than 500 square feet may be exempt, as determined by the Fire Chief, based on building construction materials and features, location, occupancy type, and distance to exposures.

**907.2.c Monitoring.** All fire alarm detection systems shall be connected directly through and monitored by a U.L. approved central, proprietary or remote station service, which gives audible and visual signals at a constantly attended location. All sprinklered buildings shall be monitored.

907.2.d Type I Hood Installations. The requirement of installation, or replacement, of a Type I Hood System shall require a monitoring fire alarm system to be installed, or for the hood system to be connected to an existing Fire Alarm system for that building.

### California Fire Code, Chapter 56 Amendments - Explosives and Fireworks

#### Section 5601.2 is amended as follows: Permits required.

Section 5601.2 of Chapter 56 of the Fire Code of the El Dorado Hills County Water District is amended to read as follows:

5601.2 - Permits required. Permits shall be required as set forth in Section 105.6 and regulated in accordance with this section. Where explosives permits are required, they shall be issued by the Fire Chief, or his/her representative, and the El Dorado County Sheriff's Department. Where fireworks permits are required, they shall be issued by the Fire Chief and the El Dorado County Board of Supervisors.

### California Fire Code, Chapter 61 Amendments - Liquefied Petroleum Gases

Table 6104.3 Footnote "d" of Chapter 61 of the Fire Code of the El Dorado Hills County Water District is amended to read as follows:

6104.3 Footnote "d"- 500 gallons 251 gallons. Installation of DOT tanks, with setbacks from structures less than 10 feet, must be approved by the Fire AHJ.

Section 6112 is added as follows: High Elevation Liquefied Petroleum Gas Installations (4,000' and Above).

Section 6112 of Chapter 61 of the Fire Code of the El Dorado Hills County Water District is added to read as follows:

6112.1 Regulators. Two-stage regulator system shall be installed in accordance with manufacturer requirements.

1. Two stage regulator systems shall be installed on all LPG installations.
2. The first stage regulator shall be installed under the hinged gauge cover supplied with the tank. The atmospheric pressure aperture of the regulator shall be pointed downward. The first stage regulator shall be plumbed to the riser of the yard piping with soft copper tubing to allow flexibility should tank shifting occur. The riser from the yard piping shall be located not more than 3 inches (horizontally) from the walls of the tank.
3. The second stage regulator and riser pipe shall be installed under the eave of the building, as close as practicable to the building wall. This riser shall be securely supported/braced to the wall approximately 10 inches below the regulator so as to prevent bending of the pipe by lateral snow/ice loads.
4. A protective cover, approved by the gas supplier and Building Official, shall be installed over the second stage regulator and securely supported to the ground or diagonally to the wall.

5. The riser pipes for the yard piping shall not be imbedded in concrete. Concrete placed around such riser shall be held back at least 1 inch from all sides of the pipe.
6. At the time of application for any building permit, which involves the installation of a LPG system, the applicant shall submit a LPG system plot plan in 3 copies (or digitally as PDF). The LPG plot plan shall include, but not be limited to, the tank location, proposed tank capacity in U.S. gallons, route of yard piping, location of the riser pipe at the building, property boundaries, an outline of all existing/proposed buildings on the lot and a depiction of the ridge line of any building to be supplied with LPG. This shall also be forwarded to the appropriate fire district to serve as a locator map in event of an emergency.
7. Location of the centerline of LPG tanks shall be permanently marked by the use of snow stakes, one at each end. Such stakes shall be of sufficient height to be visible through anticipated maximum snow depth at the respective location. Installation and maintenance of these snow stakes is the responsibility of the LPG user.
8. Propane appliances and accessories shall not be permitted in any new installation below the first floor or below grade, whichever is more restrictive.

Section 6112.2 of Chapter 61 of the Fire Code of the El Dorado Hills County Water District is added to read as follows:

**6112.2 Vertical Riser Piping.**

1. Minimum of Schedule 80 - iron piping.
2. Riser shall be within 3 inches horizontally of the tank.
3. Swing joints shall be installed above and below tank level to provide for the tank movement. (Street elbows shall not be used.)
4. A listed flexible riser constructed of copper or stainless steel tubing and protected by a steel covered sheathed material may be used instead of swing joints. The flexible alternative shall provide sufficient slack to allow for tank movement.

Section 6112.4 of Chapter 61 of the Fire Code of the El Dorado Hills County Water District is added to read as follows:

**6112.3 Marking and Locations.**

1. An approved sign shall be located directly above the riser shut off valve on the building in a visible location.
2. The liquefied petroleum gas supplier shall affix a weatherproof identification tag to the inside of the tank valve protecting cover. This tag shall contain the supplier's name and emergency telephone number.
3. Tank installation shall be permanently marked by a metal or wood material snow marker, with a minimum dimension of 2 inches by 2 inches. The snow marker shall be of sufficient height to rise above the annual snow depth and shall be a minimum of 10 feet in height. The snow markers shall be painted yellow and located on opposite ends of the tank.

Section 6113 of Chapter 61 of the Fire Code of the El Dorado Hills County Water District is added to read as follows:

Section 6113.1 & 6113.2 of Chapter 61 of the Fire Code of the El Dorado Hills County Water District is added to read as follows:

**6113.1 Permits and Plans.** Permits shall be required and plans shall be submitted for all underground tank installations and approved by the Fire AHJ.

**6113.2 Underground LPG Tank Ownership.** Underground LPG tanks shall be prohibited from being sold to end-users and shall be retained by the LPG company under a lease-type system to ensure proper annual maintenance requirements are met and recorded.

**Appendix B - Fire Flow Requirements for Buildings**

Appendix B is adopted in its entirety, with the following amendments below:

Section B105.1, Table B105.1(1) of Appendix B of the Fire Code of the El Dorado Hills County Water District is amended to read as follows:

**Table B105.1(1) – Required Fire-Flow for One- and two- family dwellings, Group R-3 and R-4 buildings and townhouses:**

<b>FIRE-FLOW CALCULATION AREA (square feet)</b>	<b>AUTOMATIC SPRINKLER SYSTEM (design standard)</b>	<b>MINIMUM FIRE-FLOW (gallons per min)</b>	<b>FLOW DURATION (hours)</b>
0 - 3,600	No automatic sprinkler system	1,000	1
3,601 and greater	No automatic sprinkler system	Value in Table B105.1(2)	Duration in Table B105.1(2) at the required fire-flow rate <u>(min. 2 hours)</u>
0 - 3,600	§ 903.3.1.3 of the CA Fire Code or §313.3 of the CA Residential Code	<del>500</del> 1,000	<del>½</del> 1
3,601 and greater	§ 903.3.1.3 of the CA Fire Code or §313.3 of the CA Residential Code	½ value of Table B105.1(2) <u>(min. 1500 GPM)</u>	<del>1</del> 2

Table B105.2 of Appendix B of the Fire Code of the El Dorado Hills County Water District is amended to read as follows:

**Table B105.2 - Buildings other than one- and two- family dwellings, Group R-3 and R-4 buildings and townhouses:**

<b>AUTOMATIC SPRINKLER SYSTEM (design standard)</b>	<b>MINIMUM FIRE-FLOW (gallons per min)</b>	<b>FLOW DURATION (hours)</b>
No automatic sprinkler system	Value in Table B105.1(2)	Duration in Table B105.1(2)
§ 903.3.1.1 of the CA Fire Code	<del>25%</del> 50% of the value in Table B105.1(2) * (min. 1500 GPM)	Duration in Table B105.1(2) at the reduced flow rate
<del>§ 903.3.1.2 of the CA Fire Code</del>	<del>25%</del> 50% of the value in Table B105.1(2) *	Duration in Table B105.1(2) at the reduced flow rate

\*No footnotes adopted

**SECTION 4. ESTABLISHING LIMITS**

That the geographic limits referred to in certain sections of the Fire Code of the El Dorado Hills County Water District are hereby established as follows:

**Sections 5704.2.9.6.1- Geographic limits in which flammable or combustible liquids in above-ground tanks outside of buildings is prohibited:**

The limits, referred to in Sections 5704.2.9.6.1 of the Fire Code of the El Dorado Hills County Water District in which the storage of Class I flammable liquids or Class II combustible liquids in above- ground tanks outside of buildings is restricted, are hereby established as the limits of the El Dorado Hills County Water District, County of El Dorado.

The storage of Class I flammable liquids or Class II combustible liquids in above-ground tanks outside of buildings is allowed in an AHJ approved Commercial, Industrial Zone with a Special/Conditional Use Permit issued by the County of El Dorado.

**Sections 5706.2.4.4 - Geographic limits in which flammable or combustible liquids in above-ground tanks is prohibited:**

The limits, referred to in Sections 5706.2.4.4 of the Fire Code of the El Dorado Hills County Water District in which the storage of Class I flammable liquids or Class II combustible liquids in above- ground tanks is restricted, are hereby established as the limits of the El Dorado Hills County Water District, County of El Dorado.

The storage of Class I flammable liquids or Class II combustible liquids in above-ground tanks is allowed in an AHJ approved Commercial, Industrial Zone with a Special/Conditional Use Permit issued by the County of El Dorado.

**Section 5806.2- Geographic limits in which storage of flammable cryogenic fluids in stationary containers is prohibited:**

The limits referred to in Section 5806.2 of the Fire Code of the El Dorado Hills County Water District in which storage of flammable cryogenic fluids in stationary containers is prohibited are hereby established as the limits of the El Dorado Hills County Water District, County of El Dorado.

The storage of flammable cryogenic fluids in stationary containers is allowed in an AHJ approved Commercial, Industrial Zone with a Special/Conditional Use Permit issued by the County of El Dorado.

**Section 6104.2 - Geographic limits in which storage of liquefied petroleum gases is to be restricted for the protection of heavily populated and congested areas:**

The limits, referred to in Section 6104.2 of the California Fire Code, in which storage of liquefied petroleum gas in excess of an aggregate of 2,000-gallon water capacity is restricted, are hereby established as limits of the El Dorado Hills County Water District, County of El Dorado.

1. The storage of liquefied petroleum gas in excess of an aggregate of 2,000-gallon water capacity when located at least one-half (1/2) mile from property zoned or designated for residential use and at least one-half (1/2) mile from existing residential development with a density greater than one (1) dwelling unit per acre and at least one-half (1/2) mile from any hotel or motel is allowed when AHJ approved and a Special/Conditional Use Permit is issued by the County of El Dorado.
2. Dispensing within established limits. Within the limits established by law restricting the dispersion of liquefied petroleum gas for the protection of heavily populated or congested areas, the aggregate capacity of any one installation shall not exceed a water capacity of 2,000 gallons. The dispensing of liquefied petroleum gas in excess of an aggregate of 2,000-gallon water capacity when located at least one-half (1/2) mile from property zoned or designated for residential use and at least one-half (1/2) mile from existing residential development with a density greater than one (1) dwelling unit per acre and at least one-half (1/2) mile from any hotel or motel is allowed when AHJ approved and a Special/Conditional Use Permit is issued by the County of El Dorado.

**SECTION 5: CONFLICT**

That ORDINANCE NO. 2016-37 of the El Dorado Hills County Water District, and all other ordinances or parts of ordinances herewith are hereby repealed.

**SECTION 6: SEVERABILITY**

If any Ordinance, article, subsection or subdivision thereof, provision, sentence, clause or phrase of this code, or any application thereof, is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not

affect the remaining provisions of this code, which can be given effect without the invalid portions and, therefore, such invalid portions are declared to be severable. The El Dorado Hills County Water District hereby declares that it would have enacted this Ordinance and each of its articles, sections, subsections, or subdivisions thereof, provisions, sentences, clauses or phrases irrespective of the fact that one or more of them is declared invalid.

**SECTION 7: EFFECTIVE DATE AND PUBLICATION**

This Ordinance shall take effect thirty (30) days after its adoption. The El Dorado Hills County Water District Board Secretary is directed to publish this ordinance in a newspaper of general circulation in the District. In lieu of publication of the full text of the ordinance, a summary of the ordinance may be published by the by the Board Secretary within fifteen (15) days after its passage and a certified copy shall be posted in the office of the El Dorado Hills County Water District, pursuant to Government Code Section 36933(c) (1).

The above Ordinance was introduced at a meeting of the Board of Directors of the El Dorado Hills County Water District on the September 15, 2016 and it was then read for the first time. The Ordinance was read for the second time on the October 20, 2016 and approved by the following vote:

**PASSED AND ADOPTED** by the Board of Directors of the El Dorado Hills County Water District this, 20th day of October, 2016.

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

\_\_\_\_\_  
Jessica Braddock, Board Secretary

ATTEST:

\_\_\_\_\_  
John Hidahl, Board President

## 2016 CFC Findings of Fact Matrix

<b>2016 CFC Amended Code Section</b>	<b>Adopted</b>	<b>Adopted as Amended</b>	<b>Finding</b>
111.4		X	Admin
503.2		X	Climatic/Geological/Topographical
503.2.1		X	Climatic/Geological/Topographical
503.2.5		X	Climatic/Geological/Topographical
503.2.6		X	Climatic/Geological/Topographical
503.4.2 through 503.4.5		X	Climatic/Geological/Topographical
507.5.1		X	Climatic/Geological/Topographical
604.1.2		X	Climatic/Geological/Topographical
903.2		X	Climatic/Geological/Topographical
903.2.a		X	Climatic/Geological/Topographical
903.2.b		X	Climatic/Geological/Topographical
903.2.1		X	Climatic/Geological/Topographical
903.2.c		X	Climatic/Geological/Topographical
903.2.3		X	Climatic/Geological/Topographical
903.2.4		X	Climatic/Geological/Topographical
903.2.7		X	Climatic/Geological/Topographical
903.2.9		X	Climatic/Geological/Topographical
903.2.10		X	Climatic/Geological/Topographical
907.2.a		X	Climatic/Geological/Topographical
907.2.b		X	Climatic/Geological/Topographical
907.2.c		X	Climatic/Geological/Topographical
907.2.d		X	Climatic/Geological/Topographical
5601.2		X	Geological/Topographical
Table 6104.3 Footnote "d"		X	Climatic/Geological/Topographical
6112.1		X	Climatic/Geological/Topographical
6112.2		X	Climatic/Geological/Topographical
6112.3		X	Climatic/Geological/Topographical
6113.1		X	Climatic/Geological/Topographical
6113.2		X	Geological/Topographical
Appendix B105.1		X	Climatic/Geological/Topographical
Table B105.1(1)		X	Climatic/Geological/Topographical
B105.2		X	Climatic/Geological/Topographical
Table 105.2		X	Climatic/Geological/Topographical
101.1 through 101.5	X		Admin
102.6 through 102.8	X		Admin
102.10 through 102.12	X		Admin
103.1 through 104.1	X		Admin
104.3 through 104.4	X		Admin
104.6 through 104.6.4	X		Admin
104.8 through 104.9.2	X		Admin
104.10.1 through 104.11.3	X		Admin
105.2.3	X		Admin
105.3.1 through 105.3.2	X		Admin
105.6.10	X		Admin
105.6.17 through 105.6.19	X		Admin
105.6.28	X		Admin

### 2016 CFC Findings of Fact Matrix

2016 CFC Amended Code Section	Adopted	Adopted as Amended	Finding
105.6.29 through 105.6.37	X		Admin
105.6.39 through 105.6.44	X		Admin
105.7.17 through 105.7.18	X		Admin
106.1	X		Admin
107.1 through 108.3	X		Admin
109.3.2 through 109.4.1	X		Admin
112.1	X		Admin
113.1 through 113.5	X		Admin
113.6	X		Admin
113.6.1	X		Admin
302	X		Admin
303.1 through 303.9	X		Climatic/Geological/Topographical
305.1 through 305.5	X		Climatic/Geological/Topographical
307.1 through 307.5	X		Climatic/Geological/Topographical
308.1 through 308.4.1	X		Climatic/Geological/Topographical
403.1	X		Climatic/Geological/Topographical
403.5 through 403.12	X		Climatic/Geological/Topographical
503	X		Climatic/Geological/Topographical
Appendix D104.1 through D104.3	X		Climatic/Geological/Topographical
D105.1 through D105.4	X		Climatic/Geological/Topographical
D106.1	X		Climatic/Geological/Topographical
D107.1	X		Climatic/Geological/Topographical
D107.2	X		Climatic/Geological/Topographical
Appendix F	X		Climatic/Geological/Topographical
Appendix N	X		Geological/Topographical

**Peace Officer with Code Enforcement & Arson Investigative Responsibility  
Weapons Carry Program**

**Summary:**

As the Fire Chief for El Dorado Hills Fire Department I have received special training from the Central California Intelligence Center (CCIC) and the Sacramento Regional Terrorism Threat Assessment Center (Sac RTTAC). With the certification received from this training I have represented our District as the Terrorism Liaison Officer (TLO) for over six years. During this time, I have received weekly Confidential Homeland Security Briefings regarding suspicious activity, as well as emergency notification related to confirmed attacks both locally and around the globe. Unfortunately, as is made evident in the nightly news, these activities seem to be increasing at an alarming rate with no sign of subsiding.

Terrorism is defined as; “Premeditated, politically motivated violence perpetrated against high profile non-combatant targets by organized groups (cells) or lone wolf agents.” While in the past the targets have mainly been directed at key assets such as Power, Water, Dams, Government Facilities, Transportation Infrastructure, Financial Institutions, and Large Assemblies, recent confidential reports now indicate that the trend is moving toward simultaneous attacks with a focus on attacking the first responders (Police and Fire/EMS) to these incidents in an effort to increase the lethality of their attacks, by neutralizing the very people coming to help.

It is also important to understand that El Dorado Hills Fire Department is widely viewed as the Center of Government for El Dorado Hills. Additionally, either directly or through automatic aid agreements we protect a wide range of attractive targets such as multiple large assemblies, and critical key infrastructure such as Radio Transmission Towers, Hwy 50, Folsom Dam, Major Power Transmission Lines, and the Folsom leg of Light Rail. Considering our areas of responsibility and prominent position in the Community we could easily be considered a prime target.

Furthermore, recent events in the United States have increased tensions throughout many Communities and Cities creating unwarranted and unprovoked aggression toward Law Enforcement, and Government in general. Warnings of a “Call to Arms” recently surfaced that promoted the cooperation, and coordination of rival gangs coming together to “kill as many Police Officers, Government Workers and Firefighters as possible.

And Finally, the heartbreaking unprovoked mass shootings that occur on a regular basis throughout this Country by either Mentally Disturbed Individuals, Radical Sovereign Citizen’s Groups, Disgruntled Employees, or Hostile Domestic Situations continue to occur at an alarming rate.

Regardless of where these attacks have occurred they all have one thing in common. The after-action reports show that in the vast majority of these attacks the perpetrators are largely opportunistic. They exploit the known or perceived vulnerabilities of a target specifically attacking high visibility, high impact targets where the intended victims will be unable to protect themselves or provide any resistance. These are known as “Soft Targets”

As the Fire Chief I have the authority to designate Peace Officer Status to select individuals having certain law enforcement responsibilities. In an effort to “harden” our Department, working with El Dorado County Sheriff – John D’Agostini, and our Department Council we have prepared a comprehensive program of specific training, certifying requirements, on-going qualifying minimums, and strict policy and procedure guidelines that need to be met if a Chief Officer having investigative and code enforcement powers wishes to be designated as a Peace Officer and carry a weapon on duty.

Carrying a weapon is a large responsibility, and will not be a requirement of the job. If a Peace Officer wishes to carry a fire arm while on duty all training and requirements must be satisfactorily met prior to the approval to carry. Determining Peace Officer Status, and the authorization to carry a weapon will be the responsibility of the Fire Chief. See attached policies related to this program.

Carrying is allowed either in “open” or “concealed” state, and all Chief Officer Duty Vehicles and Station 85 (Headquarters) will be equipped with approved firearm lock boxes for secure storage of the weapon when not being worn.

Carrying a weapon is a personal choice for each Chief Officer, and therefore the weapon will be provided by the Chief Officer wishing to carry. The weapon and ammunition must be approved by the Department prior to a Chief Officer carrying the weapon. See attached policy.

Training costs and all ammunition required for mandated training will be reimbursed by the department to Chief Officers wishing to participate in the Carry Program.

**Fiscal Impact:**

Training/Ammunition and Certifying Costs :	\$3,000 – \$6,000 Annually*
Weapon Lock Boxes	\$1,000 - One Time Cost
Additional District Liability Waiver	\$1,250 - Annually

\* Absorbed in Training and Travel Budget

## **Recommendation:**

As the premiere All Risk First Responding Agency for El Dorado Hills and surrounding Communities we have always taken pride in the fact that we have prepared and trained to successfully mitigate every conceivable incident. We now live in an era where, rather we like it or not, this type of violent event against our citizens, or our own employees is an ever present reality. With the understanding that increasing the security of a particular type of target (hardening the target) makes it much less attractive to these types of attacks, as an all risk emergency response agency we would be remiss if we fail to prepare and train for this type of event.

To increase the safety of our Firefighters and Staff, and to enhance the safety of our Citizens we recommend the adoption of the following policies (attached) and the change to the Rules and Regulations as outlined below.

## **POLICIES**

- Section II. Operations – Sub Section E. Safety – Number 5
  - Designation of Peace Officer Status
- Section II. Operations – Sub Section E. Safety – Number 6
  - Defensive Equipment Authorized for Peace Officers
- Section II. Operations – Sub Section E. Safety – Number 7
  - Shooting
- Section II. Operations – Sub Section E. Safety – Number 8
  - Use of Force

## **RULES & REGULATIONS**

- Amend Article V, Section 15 of the General Rules;
  - **FROM** – No member shall possess firearms while on duty or allow firearms on district premises.
  - **TO** – No firearms allowed on Department Property with the exception of Designated Peace Officers.

# **Designation of Peace Officer Status**

**Section:** II. Operations

**Sub-Section:** E. Safety

**Number:** 5. Designation of Peace Officer Status

**Pages:** 1

**Adopted:**

**Revised:**

## **PURPOSE**

- To specify the requirements for designation of an El Dorado Hills Fire Department Peace Officer.

## **RESPONSIBILITY**

- Fire Chief

## **PROCEDURE**

- 1) Any Safety Employee holding the rank of Battalion Chief or above designated by the Fire Chief, in the course of their duties, who will be required to perform searches, seizures, arrests, citations, and/or detentions of persons within the State of California.
  - a) Educational requirements must be completed prior to the performance of any activity involving law enforcement actions as defined in the State of California Penal Code.

## **MINIMUM REQUIREMENTS**

- 1) Candidate is a Safety Employee, and holds the rank of Battalion Chief or above.
- 2) Completion of POST (Peace Officers Standards and Training) approved PC-832 Arrest & Control Class – 40 Hour.

# **Defensive Equipment Authorized for Peace Officers**

**Section:** II. Operations

**Sub-Section:** E. Safety

**Number:** 6. Defensive Equipment Authorized for Peace Officers

**Pages:** 2

**Adopted:**

**Revised:**

## **PURPOSE**

- To outline the requirements and defensive equipment to be carried by El Dorado Hills Fire Department Peace Officers while in the performance of their assigned duties.

## **RESPONSIBILITY**

- Fire Chief or Designee
- All Employees with Peace Officer Designation

## **PROCEDURE**

- 1) Any "Officer" (El Dorado Hills Fire Department Designated Peace Officer) authorized that wishes to carry defensive equipment will carry the following minimum gear.
  - a) Open Carry – Class B (Badge) Uniform – Approved Belt, Holster & Magazine Carrier
    - i) Handgun (9mm, .40 caliber, .45 caliber) in a level 2 holster & 2 (min) Magazines
    - ii) Handcuffs
  - b) Open Carry – Class B (Polo) Uniform – Approved Belt, Holster & Magazine Carrier
    - i) Handgun (9mm, .40 caliber, .45 caliber) in a level 2 holster & 2 (min) Magazines
    - ii) Handcuffs
    - iii) Badge must be displayed on belt next to handgun
  - c) Concealed Carry – Approved Holster & Magazine Carrier
    - i) Handgun (9mm, .40 caliber, .45 caliber) & 2 (min) Magazines
  - d) Body Armor is optional for either Open or Concealed Carry
- 2) No firearm shall be worn or displayed in an El Dorado Hills Fire Station or any other environment in an unprofessional manner
- 3) Weapons will be removed and locked securely in station or department vehicle whenever an Officer is engaged in direct fire suppression activities.
- 4) Carrying a defensive weapon on duty is not a requirement of the job, and is subsequently a voluntary choice by the Officer. Therefore, the purchase and maintenance of the equipment outlined above for either Open Carry or Concealed Carry will be the responsibility of the Officer.

- a) The Department will reimburse the Officer for ammunition required to initially qualify and maintain ongoing qualification.
  - b) The Department will reimburse the Officer for any classes or certifications that are required by the Department.
- 5) Prior to use all defensive equipment must be approved by the Fire Chief or his designee.
- a) ONLY handguns of good quality and workmanship from a known reputable manufacturer will be authorized for use. For example; Glock, Colt, Smith & Wesson, Browning, Springfield Armory, Ruger, Sig Sauer, etc.
  - b) Only new, factory made ammunition of good quality and workmanship from a known reputable manufacturer will be authorized for use. For example; Federal, American Eagle, Remington, Winchester, PMC, Hornady, etc.
    - i) No steel jacketed or steel core ammunition will be allowed.
    - ii) No reloads will be allowed.
    - iii) Training and Qualifying ammunition will be FMJ (Full Metal Jacket)
    - iv) Duty ammunition will be jacketed hollow point
- 6) Officers are not authorized to carry defensive equipment while off duty. If Employees wish to carry defensive equipment while off duty they must obtain a current and valid CCW (Canceled Carry Weapons) permit from their local (County/City of residence) Sheriff or Police Chief and abide by all laws governing that permit.
- 7) Though El Dorado Hills Fire Department will carry additional liability insurance for this added responsibility, it is highly recommended that the employee acquire personal legal representation coverage from a reputable organization such as Legal Shield, USCCA, or similar provider.
- 8) Additional defensive gear (OC Spray, Collapsible Baton, etc.) may be carried only after approval of the Fire Chief, and only after comprehensive training and certification requirements have been met for each additional defensive device.

### **MINIMUM REQUIREMENTS**

- 1) Candidate must complete a POST (Peace Officers Standards and Training) approved PC-832 Familiarization to Firearms Class – 24-hour.
- 2) Candidate must attend a Front Sight Firearms Training Academy Four Day Handgun Class and attain a minimum Graduate Level Certification.
- 3) Candidate must qualify with each weapon they are approved to carry. Qualification can be done by a POST certified Range Master or the Fire Chief.
- 4) Employee will be required to re-qualify with their approved Duty Weapon(s) once every six (6) months. Failure to qualify will result in suspension of Defensive Equipment Carry privileges until qualification can be met.

# Use of Force

**Section:** II. Operations

**Sub-Section:** E. Safety

**Number:** 8. Use of Force

**Pages:** 4

**Adopted:**

**Revised:**

## **PURPOSE**

- This policy recognizes that the use of force by an “Officer” (El Dorado Hills Fire Department Designated Peace Officer) requires constant evaluation. Even at its lowest level, the use of force is a serious responsibility. The purpose of this policy is to provide Officers with guidelines on the reasonable use of force. While there is no way to specify the exact amount or type of reasonable force to be applied in any situation, each Officer is expected to use these guidelines to make such decisions in a professional, impartial and reasonable manner.

## **RESPONSIBILITY**

- Fire Chief
- All Employees with Peace Officer Designation

## **PROCEDURE**

### 1) PHILOSOPHY

- a) The use of force by any Officer is a matter of critical concern both to the public and to the law enforcement community. Officers are involved on a daily basis in numerous and varied human encounters and when warranted, may use force in carrying out their duties. Officers must have an understanding of, and true appreciation for, the limitations of their authority. This is especially true with respect to Officers overcoming resistance while engaged in the performance of their duties. The Department recognizes and respects the value of all human life and dignity without prejudice to anyone. It is also understood that vesting Officers with the authority to use reasonable force and protect the public welfare requires a careful balancing of all human interests.

### 2) DUTY TO INTERCEDE

- a) Any employee present and observing another employee using force that is clearly beyond that which is objectively reasonable under the circumstances shall, when in a position to do so, intercede to prevent the use of such excessive force. The employee who witnessed the potential excessive force should promptly report these observations to a supervisor.

### 3) POLICY

- a) It is the policy of this department that Officers shall use only that amount of force that reasonably appears necessary, given the facts and circumstances perceived by an Officer at the time of the event, to effectively bring an incident under control.
- b) "Reasonableness" of the force used must be judged from the perspective of a reasonable Officer on the scene at the time of the incident. It is understood that Officers are often forced to make split-second decisions in circumstances that are tense, uncertain and rapidly evolving. Given that no policy can realistically predict every possible situation, an Officer might encounter in the field; it is recognized that each Officer must be entrusted with well-reasoned discretion in determining the appropriate use of force in each incident. While it is the ultimate objective of every encounter to minimize injury to everyone involved, nothing in this policy requires an Officer to actually sustain physical injury before applying reasonable force.

### 4) USE OF FORCE TO EFFECT AN ARREST

- a) Any Officer that has reasonable cause to believe that the person to be arrested has committed a public offense may use reasonable force to effect the arrest, to prevent escape, or to overcome resistance. An Officer who makes or attempts to make an arrest need not retreat or desist from his/her efforts by reason of resistance or threatened resistance of the person being arrested; nor shall such officer be deemed the aggressor or lose his/her right to self-defense by the use of reasonable force to effect the arrest or to prevent escape or to overcome resistance (Penal Code § 835a).

### 5) REASONABLENESS OF FORCE FACTORS

- a) When determining whether or not to apply any level of force and evaluating whether an Officer has used reasonable force, a number of factors should be taken into consideration. These factors include, but are not limited to:
  - i) The conduct of the individual being confronted (as reasonably perceived by the agent at the time).
  - ii) Agent/subject factors (age, size, relative strength, skill level, injury/exhaustion and number of agents vs. subjects).
  - iii) Influence of drugs/alcohol (mental capacity).
  - iv) Proximity of weapons.
  - v) The degree to which the subject has been effectively restrained and his/her ability to resist despite being restrained.
  - vi) Time and circumstances permitting, the availability of other options (what resources are reasonably available to the Officer under the circumstances).
  - vii) Seriousness of the suspected offense or reason for contact with the individual.
  - viii) Training and experience of the agent.
  - ix) Potential for injury to citizens, agents and suspects.
  - x) Risk of escape.
  - xi) Other exigent circumstances.

- b) It is recognized that Officers are expected to make split-second decisions. Factoring into any decision, is the amount of time available to evaluate the situation and respond to changing circumstances. While various degrees of force exist, each Officer is expected to use only that degree of force reasonable under the circumstances to successfully accomplish the legitimate law enforcement purpose in accordance with this policy. It is recognized, however, that circumstances may arise in which Officers reasonably believe that it would be impractical or ineffective to use any of the standard tools, weapons or methods provided by the Department. In this case, Officers may find it more effective or practical to improvise their response to rapidly unfolding conditions they are confronting. In such circumstances, the use of any improvised device or method must nonetheless be objectively reasonable and utilized only to the degree reasonably necessary to accomplish a legitimate law enforcement purpose.

#### 6) DEADLY FORCE APPLICATIONS

- a) While the use of a firearm is expressly considered deadly force, other force might also be considered deadly force if the Officer reasonably anticipates and intends that the force applied will create a substantial likelihood of causing death or very serious injury. Use of deadly force is justified in the following circumstances:
  - i) An Officer may use deadly force to protect himself/herself or others from what he/she reasonably believes would be an imminent threat of death or serious bodily injury.
  - ii) An Officer may use deadly force to stop a fleeing suspect when the Officer has probable cause to believe that the suspect has committed, or intends to commit, a felony involving the infliction or threatened infliction of serious bodily injury or death, and the Officer reasonably believes that there is an imminent or future potential risk of serious bodily injury or death to any other person if the suspect is not immediately apprehended. Under such circumstances, and when feasible, a verbal warning should precede the use of deadly force.

#### 7) MEDICAL ATTENTION FOR INJURIES SUSTAINED USING FORCE

- a) Once the threat has been neutralized and the scene is secure it is the Officers duty and responsibility to provide and/or call for medical assistance for any person injured during the event including the suspect.

#### 8) REPORTING REQUIREMENTS

- a) Any use of physical force by a member of this department shall be documented promptly, completely, and accurately in an appropriate report.
- b) Supervisory notification to the Fire Chief or Deputy Chief shall be made as soon as practical following the application of physical force.

#### 9) SUPERVISOR RESPONSIBILITY

- a) When a supervisor is able to respond to an incident in which there has been a reported application of deadly force, the supervisor is expected to:

- i) Ensure that any injured parties are examined and treated.
- ii) Notify the appropriate Law Enforcement Organization and the El Dorado County District Attorney's Office for investigative purposes.
- iii) Obtain the basic facts from the involved Officer(s) for internal report.
- iv) Anytime deadly force is applied, the involved Officer shall immediately be placed on Paid Administrative Leave until cleared by Law Enforcement, Internal Investigation and the Fire Chief.
- v) If appropriate, initiate a critical incident debriefing for all involved parties.

# Shooting Policy

**Section:** II. Operations

**Sub-Section:** E. Safety

**Number:** 7. Shooting Policy

**Pages:** 2

**Adopted:**

**Revised:**

## **PURPOSE**

- The purpose of this policy is to establish procedures for the use and reporting of incidents involving the discharge of firearms. This policy is for internal use only and does not increase the Department's and/or an Officers' civil or criminal liability in any way. Violations of this policy can only form the basis for departmental administrative actions.

## **RESPONSIBILITY**

- Fire Chief
- All Employees with Peace Officer Designation

## **POLICY FOR DISCHARGE OF A FIREARM**

- 1) It is the policy of this department to resort to the use and/or discharge of a firearm when it reasonably appears to be necessary to protect the Officer, an Employee, or a Citizen. No policy can predict every potential situation that an "Officer" (El Dorado Hills Fire Department Designated Peace Officer) may encounter in the course of their assigned duties, so this is provided as a guideline to assist the Officer in the reasonable decision making process. This policy is to include, but not be limited to the following situations:
  - a) Deadly Force – Criminal Activity
    - i) An Officer may use deadly force to protect himself/herself or others from what he/she reasonably believes would be an imminent threat of death or serious bodily injury.
    - ii) An Officer may use deadly force to effect the arrest or prevent the escape of a suspected felon when the Officer has probable cause to believe that the suspect has committed or intends to commit a felony involving the inflicting or threatened inflicting of serious bodily injury or death and the Officer reasonably believes that there is an imminent or future potential risk of serious bodily injury or death to others if the suspect is not immediately apprehended. Under such circumstances, a verbal warning should precede the use of deadly force where feasible.
    - iii) Warning shots are not allowed.
  - b) Deadly Force – Dangerous Animal
    - i) In circumstances where the Officer(s) encounter a dangerous animal, or are surprised by an animal which reasonably appears to pose an imminent threat to the safety of the

Officer, Department Personnel, or nearby Citizens, Officers are authorized to use deadly force to neutralize such a threat.

c) Euthanizing Injured Animals

- i) **Wild Animals** – Officers will not normally use their firearm to euthanize injured wild animals. This task will be the responsibility of an El Dorado County Sheriff's Agency or other law enforcement/animal control agency.
  - a) The exception to this would be the unavailability or extreme extended ETA of the contacted agency, and the animal is a hazard to the public, or is so badly injured that human compassion requires its removal from further suffering.
- ii) **Domestic Animals** – Injured domestic animals (Dogs & Cats) found without their owners, when safe and practical to do so, shall be taken to an appropriate veterinarian for determination of whether they should be treated or humanely destroyed. Officers will not use their firearm to euthanize injured domestic animals.

d) Training

- i) Discharge of firearm is allowed for target practice or qualifying at an approved range.
- ii) Discharge of firearm is allowed for testing the operation of a firearm at an approved range or approved testing site.

e) Moving Vehicles

- i) Shots fired at or from a moving vehicle are rarely effective and are generally discouraged.
  - a) Unless it reasonably appears that it would endanger an Officer or the public, Officers are expected to move out of the path of any approaching vehicle.
  - b) This is not intended to restrict an Officer's right to use deadly force directed at the operator of a vehicle when it is reasonably perceived that the vehicle is being used as a weapon against the Officer or others.

2) Report of Weapon Discharge

- a) Except during training, qualifying, or recreational use, any Officer who discharges a weapon, accidentally or intentionally, on or off-duty, shall make a verbal report to his/her Chief Officer as soon as circumstances permit. If on-duty at the time of the incident, the member shall file a written report with his/her Chief Officer prior to the end of shift and if off-duty, as directed by the Chief Officer, but no later than the end of the next regularly scheduled shift.