

AGENDA
EL DORADO HILLS COUNTY WATER DISTRICT
(FIRE DEPARTMENT)
BOARD OF DIRECTORS
SEVEN HUNDRED FIFTY THIRD MEETING
Thursday, December 22, 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 751st Board meeting held November 17, 2016
 - B. Approve Minutes of the 752nd Special Board meeting held November 22, 2016
 - C. Approve Financial Statements for November 2016

End Consent Calendar

- III. Presentation
 - A. Award presentation by Dennis Dong
- IV. 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.
- V. Correspondence
- VI. Attorney Items
 - 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
- VII. Committee Reports
 - A. Administrative Committee (Directors Durante and Hidahl)
 - 1. Update on Station 91
 - 2. Review and approve updated Board Policy Manual and Bylaws for the Regulation
 - A. Finance Committee (Directors Hus and Winn)
 - B. Ad Hoc Committee Reports
 - 1. Strategic Planning Committee (Directors Hartley and Hidahl)
 - 2. Communications Committee (Directors Durante and Winn)
 - 3. Training Facility Committee (Directors Hartley and Durante)
 - 4. CSD/Fire Collaboration Committee (Directors Hidahl and Durante)
 - 5. Armament Committee (Directors Durante and Hartley)
 - 6. Station 91 Building Committee (Directors Durante and Hartley)

- VIII. Operations Report
 - A. Operations Report (Receive and file)
 - B. Review and update regarding Joint Powers Authority
- IX. Fiscal Items
 - A. Receive and file Final 2016-17 Audit Report
 - B. Review and Approve JPA FY 2017-18 Budget
 - C. Review and approve Resolution 2016-20 updating signatures for Bank of America
- X. New Business
 - A. Schedule Board Workshop to discuss deployment measures
 - B. Review and Approve Resolution 2016-21 in appreciation of Director John Hidahl
 - C. Review and approve surplus equipment
 - D. Election of Board President and Vice President for 2017
 - E. Review and establish meeting date(s) for 2017
- XI. Old Business
 - A. Receive and file Traffic Calming Standard #B-005
- XII. Oral Communications
 - A. Directors
 - B. Staff
- XIII. Adjournment

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

*Director Jim Hartley will be attending via teleconference from
116 Boalsburg Pike
Le Mont, PA 16851*

This Board meeting is normally recorded.

EL DORADO HILLS COUNTY WATER DISTRICT

SEVEN HUNDRED FIFTY FIRST MEETING OF THE BOARD OF DIRECTORS

Thursday, November 17, 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 Counsel Cook led the Pledge of Allegiance. Directors in attendance: Durante, Hartley, Hidahl, and Hus. Director Winn was absent due to a family emergency. Staff in attendance: Chief Roberts and Director of Finance Braddock. Counsel Cook was also in attendance.

II. CONSENT CALENDAR

- A. Approve Minutes of the 749th Board meeting held October 20, 2016
- B. Approve Minutes of the 750th Special Board meeting held November 3, 2016
- C. Approve Financial Statements for October 2016

Director Durante made a motion to approve the consent calendar, seconded by Director Hartley 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 – None

IV. CORRESPONDENCE – Director of Finance Braddock submitted an email from the PARS representative disclosing that at this point in time, GASB has stated that assets held in an irrevocable section 115 trust for pension liabilities cannot be used to offset the net pension liability on the balance sheet.

V. ATTORNEY ITEMS – None

- 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 – Continued to December meeting.

VI. COMMITTEE REPORTS

- A. Administrative Committee (Directors Durante and Hidahl)
 - 1. Update on Station 91
 - a. Review and approve Resolution 2016-18 declaring an emergency exists at Station 91 and waiving the competitive bid process – Chief Roberts stated that approval of Resolution 2016-18 would allow the Department to hire West Coast Restoration to begin the repairs on Station 91 without requiring a competitive bid

process. Item continued to a future Board meeting.

- b. Approve repair/remodel of existing Station 91 at cost not to exceed \$200,000** – Chief Roberts reported that the current condition of Station 91 is inadequate and the Station needs repair. Staff recommendation is that the Board approve the repair and remodel of Station 91 not to exceed \$200,000. Directors expressed concerns about the inadequacy of the proposed solution, the idea of spending any significant money in the Latrobe area, hiring a company without thoroughly vetting the options, and the necessity of sleeping quarters at this point in time. They added that they are sensitive to the conditions for the staff, and proposed scheduling a special meeting to look at the facility and discuss it further. A Special Board Meeting was scheduled for November 22, at 3:00 p.m.

- 2. Review and discuss proposed changes to Board Policy Manual** – Director Hidahl summarized the committee's recommended changes to the Board Policy Manual and the Board voted on each section.

Director Durante made a motion to approve recommended revision to Board Policy Manual adding Policy 7.4, seconded by Director Hus and carried.

Director Hus made a motion to approve recommended revision to the Board Bylaws adding a \$5 increase every year to Board Member Compensation per meeting, seconded by Director Durante and carried.

Director Durante made a motion to approve the revision to Board Policy Manual Policy 15.2 (a) and (b) changing the Fire Committee to Finance Committee and updating the duties of each committee as discussed, seconded by Director Hartley and unanimously carried.

Director Hus made a motion to approve recommended revision to Board Policy Manual Policy 20 requiring each Board member to submit an evaluation, seconded by Director Durante and carried.

- B. Fire Committee (Directors Hus and Winn)** – Director Hus reported that the Fire Committee discussed the investment policy, projected cash flow, the EFT policy, and a fixed asset capital replacement schedule, and has no official recommendations for the Board.
- C. Ad Hoc Committee Reports**
 - 1. Strategic Planning Committee (Directors Hartley and Hidahl)** – No report.
 - 2. Solar Committee (Directors Hus and Hidahl)** – Remove from agenda.

3. **Communications Committee (Directors Durante and Winn)** – No report.
4. **Volunteer Stakeholders Committee (Directors Hidahl and Durante)** – No report. Remove from agenda.
5. **Training Facility Committee (Directors Hartley and Durante)**
 - a. **Review and approve Training Facility Engineering and Design RFP** – Chief Roberts stated that the proposed RFP would provide the Board a bid to review when moving forward with a decision on the potential Training Facility. Director Hus expressed his concern about the legitimacy of the need for a training center and questioned if all the options had been evaluated.

Director Hartley made a motion approve the Training Facility Engineering and Design RFP, seconded by Director Durante and carried.
6. **CSD/Fire Collaboration Committee (Directors Hidahl and Durante)** – No report.
7. **Armament Committee (Directors Durante and Hartley)** – No report.

VII. OPERATIONS REPORT

- A. **Operation Report (received and filed)**
- B. **Review and update regarding Joint Powers Authority** – Chief Roberts reported that Staff is still working on a new contract with the County. He added that the Department is looking at staffing Medic 26 part-time to assist with transfers in service area 3 and the County has agreed to pay \$150,000 to augment the transfer revenue.

VIII. FISCAL ITEMS

- A. **Adoption of Resolutions containing Fiscal Year End Development Fee Findings per Government Code Section 66001(d)** – Counsel Cook explained that every five years the District is required to report how the development fees are being used or are planned to be used and this Resolution contains those findings.

Director Durante made a motion to Adopt Resolution 2016-19 containing Fiscal Year End Development Fee Findings per Government Code Section 66001(d), seconded by Director Hartley and carried (Roll Call: Ayes:3; Noes:0; Abstain:1-Hus).

IX. NEW BUSINESS

- A. **Reschedule December Board meeting** – The December Board of Directors meeting was rescheduled to December 22, 2016.
- B. **Schedule Board Workshop to discuss deployment measures** – Chief Roberts asked the Board to schedule a Board Workshop to discuss and develop a new deployment policy. Director Durante asked to schedule the workshop at the December meeting and the Board concurred.
- C. **Review and approve the Public Salary Schedule for the Department Website** – Director of Finance Braddock explained the law requires the District to have a Board approved public salary document posted to the website. Director Hus requested that the salary be shown annually.

Director Durante made a motion to approve the Public Salary Schedule for the Department Website changing the monthly salary to annual, seconded by Director Hus and unanimously carried.

- D. **Approve Resolution 2016-14 to adopt CalPERS Employer Paid Member Contribution for Safety First Tier Employees** – Director of Finance Braddock stated that with the new contract change due to the MOU, PERS needs a Resolution for each contract specifying the Employer Paid Member Contribution.

Director Durante made a motion to Approve Resolution 2016-14 to adopt CalPERS Employer Paid Member Contribution for Safety First Tier Employees, seconded by Director Hartley and carried (Roll Call: Ayes:3; Noes:1-Hus).

- E. **Approve Resolution 2016-15 to adopt CalPERS Employer Paid Member Contribution for Safety Second Tier Employees**

Director Durante made a motion to Approve Resolution 2016-15 to adopt CalPERS Employer Paid Member Contribution for Safety Second Tier Employees, seconded by Director Hartley and carried (Roll Call: Ayes:3; Noes:1-Hus).

- F. **Approve Resolution 2016-16 to adopt CalPERS Employer Paid Member Contribution for Miscellaneous First Tier Employees**

Director Durante made a motion to Approve Resolution 2016-16 to adopt CalPERS Employer Paid Member Contribution for Miscellaneous First Tier Employees, seconded by Director Hartley and carried (Roll Call: Ayes:3; Noes:1-Hus).

- G. **Approve Resolution 2016-17 to adopt CalPERS Employer Paid Member Contribution for Miscellaneous Second Tier Employees**

Director Hartley made a motion to Approve Resolution 2016-17 to adopt CalPERS Employer Paid Member Contribution for Miscellaneous Second Tier Employees, seconded by Director Durante and carried (Roll Call: Ayes:3; Noes:1-Hus).

- X. OLD BUSINESS** – El Dorado Hills citizen asked if there was an update on the Board member residence issue raised at the September meeting and Counsel Cook responded that the topic was not a Board discussion topic and has been appropriately followed up on.

XI. ORAL COMMUNICATIONS

- A. Directors** – Director Durante encouraged fellow directors to participate in the Santa Run. He also reported he has reviewed the website data reports for several months and less than two percent of the hits on the Department website are related to the Board of Directors page. Director Hartley thanked Director Hidahl for his 33 years of service.
- B. Staff** – Chief Roberts informed the Board about upcoming events including the senior Christmas tree decorating on November 20, the association dinner on November 22, and Janet Kenneweg's retirement party on November 18.

XII. ADJOURNMENT

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

The meeting adjourned at 8:25 p.m.

Approved:

John Hidahl, President

Jessica Braddock, Board Secretary

EL DORADO HILLS COUNTY WATER DISTRICT

SEVEN HUNDRED FIFTY SECOND MEETING OF THE BOARD OF DIRECTORS (A Special Meeting)

Thursday, November 22, 2016

3:00 p.m.

(7660 South Shingle Road, Shingle Springs, CA for a tour;
reconvene at 1050 Wilson Blvd., El Dorado Hills, CA for the remainder of the meeting)

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Board of Director met at Station 91 for a tour at 3:00 p.m. and President Hidahl called the meeting to order at Station 85 at 3:59 p.m. Director of Finance Braddock led the Pledge of Allegiance. Directors in attendance: Durante, Hartley, Hidahl, Hus, and Winn. Staff in attendance: Chief Roberts and Director of Finance Braddock. Counsel Cook was also in attendance.

II. ORAL COMMUNICATIONS – None

III. Committee Reports

A. Administrative Committee (Directors Durante and Hidahl)

1. Update on Station 91

- a. **Review and approve Resolution 2016-18 declaring an emergency exists at Station 91 and waiving the competitive bid process** – Chief Roberts explained that the building needs to be sealed before the rain causes more damage.

Director Hartley made a motion to approve Resolution 2016-18 declaring an emergency exists at Station 91 and waiving the competitive bid process, seconded by Director Winn and unanimously carried (Roll call: Ayes: 5; Noes: 0.)

- b. **Approve repair/remodel of existing Station 91 at cost not to exceed \$200,000** – The Board of Directors and Staff discussed alternate options for Station 91 and concerns about the proposed scope of work, the potential to exceed the \$200,000, the necessity of adding rooms, the safety of the crews, and a phasing option for the project. Director Hus recommended that the Board approve a not to exceed \$75,000.

Director Hartley made a motion to approve repair/remodel of existing Station 91 at cost not to exceed \$75,000 with an additional \$125,000 in \$50,000 increments if approved by the appointed Board committee, seconded by Director Winn and carried (Roll call: Ayes: 3; Noes: 2- Hus and Durante.)

President Hidahl appointed Director Durante and Director Hartley to serve on the Station 91 Building Ad Hoc committee.

IV. ADJOURNMENT

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

The meeting adjourned at 4:45 p.m.

Approved:

Jessica Braddock, Board Secretary

John Hidahl, President

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending November 30, 2016



	TENTATIVE FINAL Full Year Budget FY16/17	Actual November 2016	Actual YTD November 30, 2016	Variance YTD Actual to Full Year Budget	(Target 42%) YTD Actual % of Full Year Budget	Notes/Comments
Revenue						
3240 · Tax Revenue						
3260 · Secured Tax Revenue	15,164,380	897,009	1,472,036	(13,692,344)		Timing of property tax revenue collection
3270 · Unsecured Tax Revenue	287,393	6,732	265,172	(22,221)		
3280 · Homeowners Tax Revenue	144,962	-	-	(144,962)		
3320 · Supplemental Tax Revenue	234,671	15,733	47,051	(187,620)		
3330 · Sacramento County Revenue	27,456	-	-	(27,456)		
3335 · Latrobe Revenue				-		
3335.2 · Latrobe Special Tax	36,840	-	60	(36,780)		
3335.3 · Latrobe Base Transfer	256,651	-	-	(256,651)		
3340 · Property Tax Administration Fee	(364,250)	-	-	364,250		
Total 3240 · Tax Revenue	15,788,103	919,474	1,784,320	(14,003,783)	11%	
3505 · Misc. Revenue, Vacant Lot	-	526	(17,586)	(17,586)	0%	Weed abatement costs to be offset with revenue collection in future months
3506 · Misc. Revenue, Fire Prev. Fees	70,000	5,955	21,232	(48,768)	30%	Timing of collection will vary
3510 · Misc. Operating Revenue						
3512 · JPA Revenue	918,537	-	371,170	(547,366)	40%	2nd Cell Site budgeted later in fiscal year Will vary with timing and severity of fire season
3513 · Rental Income (Cell site)	36,000	2,100	10,500	(25,500)	29%	
3515 · OES/Mutual Aid Reimbursement	414,000	238,350	306,817	(107,183)	74%	
3520 · Interest Earned	70,000	673	22,876	(47,124)	33%	
3510 · Misc. Operating Revenue - Other	20,000	3,521	11,203	(8,797)	56%	
Total 3510 · Misc. Operating Revenue	1,458,537	244,644	722,567	(735,970)	50%	
Total Operating Revenue	\$ 17,316,639	\$ 1,170,073	\$ 2,528,119	\$ (14,788,520)	15%	
3550 · Development Fee						
3560 · Development Fee Revenue	1,600,000	167,594	1,082,527	(517,473)	68%	Sale of water tender in July; Sale of E-8560 in November
3561 · Development Fee Interest	-	2,053	9,283	9,283	100%	
Total 3550 · Development Fee	1,600,000	169,648	1,091,810	(508,190)	68%	
3570 · Proceeds from Sale of Assets	60,000	30,000	90,130	30,130	150%	
Total Revenue	\$ 18,976,639	\$ 1,370,247	\$ 3,692,473	\$ (15,284,166)	19%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending November 30, 2016



	TENTATIVE FINAL Full Year Budget FY16/17	Actual November 2016	Actual YTD November 30, 2016	Variance YTD Actual to Full Year Budget	(Target 42%) YTD Actual % of Full Year Budget	Notes/Comments
Expenditures						
6000 · Salaries & Wages						
6001 · Salaries & Wages, Fire	5,912,782	456,906	2,408,645	3,504,137	41%	
6011 · Education/Longevity Pay	495,050	34,873	187,966	307,084	38%	
6016 · Salaries & Wages, Admin/Prev	615,556	42,102	223,418	392,138	36%	
6017 · Volunteer Pay	100,000	1,230	31,206	68,794	31%	
6018 · Director Pay	18,000	3,000	8,100	9,900	45%	
6019 · Overtime						
6019.1 · Overtime, Operational	1,685,706	(79,176)	818,465	867,241	49%	Several employees out on extended sick leave/workers' comp
6019.2 · Overtime, Outside Aid	412,000	204,697	261,982	150,018	64%	Will vary with timing and severity of fire season
6019.3 · Overtime, JPA	103,397	13,959	80,906	22,490	78%	Several employees out on extended sick leave
Total 6019 · Overtime	2,201,102	139,481	1,161,353	1,039,749	53%	
6020 · P.E.R.S. Retirement	2,306,236	209,315	1,307,001	999,235	57%	Annual Lump Sum Payment of \$580k made in July
6030 · Workers Compensation	798,529	60,844	352,242	446,287	44%	
6031 · Life Insurance	6,224	988	2,934	3,291	47%	
6032 · P.E.R.S. Health Benefits	1,449,069	120,492	714,442	734,627	49%	Prepayment of Dec premium in Nov
6033 · Disability Insurance	16,170	2,769	8,330	7,840	52%	Prepayment of Dec premium in Nov
6034 · Health Cost of Retirees	866,964	46,478	578,873	288,091	67%	Annual Lump Sum Payment of \$300k made in July. Also prepayment of Nov premium in Oct
6040 · Dental/Vision Expense	174,840	8,655	66,184	108,656	38%	
6050 · Unemployment Insurance	14,490	1,105	1,664	12,826	11%	
6060 · Vacation & Sick Expense Reserve	150,000	-	(1,645)	151,645	-1%	
6070 · Medicare	139,261	9,788	57,007	82,254	41%	
Total 6000 · Salaries & Wages	15,264,273	1,138,024	7,107,719	8,156,554	47%	
6100 · Clothing & Personal Supplies						
6101 · Uniform Allowance	64,850	-	33,150	31,700	51%	Semi-Annual Uniform Allowance paid in July
6102 · Other Clothing & Personal Supplies	54,845	3,873	11,599	43,246	21%	
Total 6100 · Clothing & Personal Supplies	119,695	3,873	44,749	74,946	37%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending November 30, 2016



	TENTATIVE FINAL Full Year Budget FY16/17	Actual November 2016	Actual YTD November 30, 2016	Variance YTD Actual to Full Year Budget	(Target 42%) YTD Actual % of Full Year Budget	Notes/Comments
6110 · Network/Communications						
6111 · Telecommunications	67,352	6,610	21,838	45,514	32%	Dispatch services billed on a quarterly basis; Comtech alerting interface purchased in Sept
6112 · Dispatch Services	120,000	-	29,969	90,031	25%	
6113 · Network/Connectivity	34,850	1,952	11,732	23,118	34%	
Total 6110 · Communications	222,202	8,563	63,539	158,663	29%	
6120 · Housekeeping	30,214	3,866	12,529	17,685	41%	
6130 · Insurance						
6131 · General Insurance	55,659	-	51,023	4,636	92%	Annual insurance premium paid in October
Total 6130 · Insurance	55,659	-	51,023	4,636	92%	
6140 · Maintenance of Equipment						
6141 · Tires	25,000	2,196	8,035	16,965	32%	
6142 · Parts & Supplies	21,000	5,084	11,576	9,424	55%	
6143 · Outside Work	116,053	39,162	66,894	49,158	58%	
6144 · Equipment Maintenance	90,420	6,224	18,010	72,410	20%	
6145 · Radio Maintenance	20,430	2,965	6,208	14,222	30%	
Total 6140 · Maintenance of Equipment	272,903	55,632	110,724	162,179	41%	
6150 · Maintenance, Structures & Ground	107,566	1,854	41,347	66,219	38%	
6160 · Medical Supplies						
6161 · Medical Supplies	5,500	1,423	1,899	3,601	35%	
Total 6160 · Medical Supplies	5,500	1,423	1,899	3,601	35%	
6170 · Dues and Subscriptions	11,339	1,082	4,552	6,787	40%	
6180 · Miscellaneous						
6181 · Miscellaneous	4,000	1,429	2,426	1,574	61%	
6182 · Honor Guard	1,000	474	474	526	47%	
6183 · Explorer Program	2,500	426	565	1,935	23%	
6184 · Pipes and Drums	-	-	-	-	0%	
Total 6180 · Miscellaneous	7,500	2,329	3,465	4,035	46%	
6190 · Office Supplies	24,599	1,622	14,118	10,481	57%	Budgeted Sit-Stand converters purchased in August; Unanticipated purchase of battery backups

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending November 30, 2016



	TENTATIVE FINAL Full Year Budget FY16/17	Actual November 2016	Actual YTD November 30, 2016	Variance YTD Actual to Full Year Budget	(Target 42%) YTD Actual % of Full Year Budget	Notes/Comments
6200 · Professional Services						
6201 · Audit	10,500	-	-	10,500	0%	Audit invoice not yet received
6202 · Legal/Human Resources	138,210	9,554	48,599	89,611	35%	
6203 · Notices	3,000	13	683	2,317	23%	
6204 · Other Professional Services	214,094	13,788	75,670	138,425	35%	
6205 · Elections/Tax Administration	20,000	-	-	20,000	0%	
6206 · Public Relations	4,900	-	100	4,800	2%	
Total 6200 · Professional Services	390,704	23,355	125,051	265,653	32%	
6210 · Information Technology						
6211 · Software Licenses/Subscriptions	68,744	19,590	28,612	40,132	42%	
6212 · IT Support/Implementation	107,374	6,744	31,119	76,255	29%	
Total 6210 · Information Technology	176,118	26,334	59,731	116,387	34%	
6220 · Rents and Leases						
6221 · Facilities/Equipment Lease	17,998	1,030	3,009	14,989	17%	Budgeted solar start date at beginning of fiscal year but not all stations in service. Offsetting cost in Electricity.
6222 · Solar Lease	65,388	5,449	13,873	51,515	21%	
Total 6220 · Rents and Leases	83,386	6,479	16,882	66,504	20%	
6230 · Small Tools and Supplies	49,850	2,255	24,071	25,779	48%	
6240 · Special Expenses						
6241 · Training	118,327	7,062	48,796	69,531	41%	Fire prevention month in October
6242 · Fire Prevention	18,310	(4,091)	9,245	9,065	50%	
6243 · Licenses	-	10	10	(10)	100%	
6244 · Directors' Training & Travel	-	-	-	-	0%	
Total 6240 · Special Expenses	136,637	2,980	58,051	78,586	42%	
6250 · Transportation and Travel						
6251 · Fuel and Oil	70,000	2,898	19,252	50,748	28%	
6252 · Travel	19,000	1,950	7,012	11,988	37%	
6253 · Meals & Refreshments	21,000	2,261	8,379	12,621	40%	
Total 6250 · Transportation and Travel	110,000	7,109	34,643	75,357	31%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending November 30, 2016



	TENTATIVE FINAL Full Year Budget FY16/17	Actual November 2016	Actual YTD November 30, 2016	Variance YTD Actual to Full Year Budget	(Target 42%) YTD Actual % of Full Year Budget	Notes/Comments
6260 · Utilities						
6261 · Electricity	10,200	368	13,441	(3,241)	132%	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	844	1,884	15,116	11%	
6263 · Water/Sewer	14,000	-	5,651	8,349	40%	
Total 6260 · Utilities	41,200	1,212	20,975	20,225	51%	
Total Operating Expenditures	\$ 17,109,345	\$ 1,287,991	\$ 7,795,068	\$ 9,314,277	46%	
Operating Revenue - Operating Expenditures	\$ 207,294	\$ (117,918)	\$ (5,266,949)	\$ 5,474,243		
6560 · Payroll Exps- PERS Prepayment	-	-	-	-	0%	Timing of budgeted purchases
6720 · Fixed Assets	2,725,405	18,707	242,171	2,483,234	9%	
Total Expenditures	\$ 19,834,750	\$ 1,306,698	\$ 8,037,238	\$ 11,797,511	41%	
Total Revenue - Total Expense	\$ (858,111)	\$ 63,549	\$ (4,344,766)	\$ (3,486,655)		

El Dorado Hills Fire Department

12/16/2016 3:10 PM

Register: 1000 · Bank of America

From 11/01/2016 through 11/30/2016

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/01/2016	EFT	Technology Credit C...	-split-	Nov-2016	5,449.00	X		339,801.88
11/03/2016		Deposit	1075 · General Fund - ...			X	26,960.00	366,761.88
11/03/2016	EFT	El Dorado Disposal S...	-split-		724.10	X		366,037.78
11/03/2016	EFT	P. G. & E.	-split-		503.26	X		365,534.52
11/03/2016	19916	A-CHECK	6200 · Professional Ser...	Inv # 59-04920...	22.50	X		365,512.02
11/03/2016	19917	Absolute Secured Sh...	6190 · Office Supplies	Inv # 35609	40.00	X		365,472.02
11/03/2016	19918	Aflac	2029 · Other Payable	Inv # 545556	209.44	X		365,262.58
11/03/2016	19919	Air Exchange	6150 · Maintenance,Str...	Invoice # 39189	29.54	X		365,233.04
11/03/2016	19920	Big O Tires	6140 · Maintenance of ...	Inv # 005100-1...	2,640.40	X		362,592.64
11/03/2016	19921	Brad Ballenger	6000 · Wages & Benef...		88.00	X		362,504.64
11/03/2016	19922	CA Assoc. of Profess...	6000 · Wages & Benef...		1,372.00	X		361,132.64
11/03/2016	19923	Comcast	6200 · Professional Ser...	Account # 815...	150.97	X		360,981.67
11/03/2016	19924	DMV Renewal	6240 · Special Expense...		10.00	X		360,971.67
11/03/2016	19925	East Bay Tire Co.	6140 · Maintenance of ...	Invoice # 1293...	2,196.30	X		358,775.37
11/03/2016	19926	Extreme Towing	-split-		1,096.00	X		357,679.37
11/03/2016	19927	Fastenal Company	-split-		302.71	X		357,376.66
11/03/2016	19928	Fit Guard	6140 · Maintenance of ...	Invoice # 0000...	1,814.13	X		355,562.53
11/03/2016	19929	InterState Oil Compa...	-split-		1,296.90	X		354,265.63
11/03/2016	19930	Interwest Consulting ...	6200 · Professional Ser...	Invoice # 29721	1,585.00	X		352,680.63
11/03/2016	19931	Johannes Neu	6000 · Wages & Benef...		410.00	X		352,270.63
11/03/2016	19932	KME Fire Apparatus	-split-		53.90	X		352,216.73
11/03/2016	19933	Kronos	-split-		19,017.50	X		333,199.23
11/03/2016	19934	Lehr Auto Electric, Inc	6140 · Maintenance of ...	Inv # 01 129294	935.25	X		332,263.98
11/03/2016	19935	L.N. Curtis & Sons	-split-		1,903.46	X		330,360.52
11/03/2016	19936	Managed Health Net...	6200 · Professional Ser...	Invoice # 3200...	651.24	X		329,709.28
11/03/2016	19937	Modular Space Corp...	-split-	Invoice # 5017...	514.93	X		329,194.35
11/03/2016	19938	Motorola Solutions Inc	-split-		6,687.91	X		322,506.44
11/03/2016	19939	Mountain Democrat	6170 · Dues and Subsc...		25.00	X		322,481.44
11/03/2016	19940	SignChef Inc.	6140 · Maintenance of ...	Invoice # 236...	45.00	X		322,436.44
11/03/2016	19941	Silverado Avionics	6140 · Maintenance of ...		774.93	X		321,661.51
11/03/2016	19942	State Compensation ...	6000 · Wages & Benef...	Policy # 11048...	60,843.58	X		260,817.93
11/03/2016	19943	Standard Insurance Co.	6000 · Wages & Benef...	Policy # 00 359...	486.40	X		260,331.53
11/03/2016	19944	Verizon Wireless	-split-		848.80	X		259,482.73
11/03/2016	19945	Connie Bair	-split-		150.00	X		259,332.73
11/03/2016	19946	Brian Bresnahan	-split-	VOID:		X		259,332.73
11/03/2016	19947	Carol Caughey	6000 · Wages & Benef...		148.00	X		259,184.73
11/03/2016	19948	David Kennedy	-split-		100.00	X		259,084.73
11/03/2016	19949	John Niehues	-split-		150.00	X		258,934.73
11/03/2016	19950	Dwight Piper	-split-		150.00	X		258,784.73
11/03/2016	19951	Frederick Russell	-split-		150.00	X		258,634.73

El Dorado Hills Fire Department

12/16/2016 3:10 PM

Register: 1000 · Bank of America

From 11/01/2016 through 11/30/2016

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/03/2016	19952	Angelica Silveira	-split-		150.00	X		258,484.73
11/03/2016	19953	Greg F. Durante (Di...	-split-		400.00	X		258,084.73
11/03/2016	19954	Charles J. Hartley	-split-		300.00	X		257,784.73
11/03/2016	19955	John Hidahl	-split-		200.00	X		257,584.73
11/03/2016	19956	Douglas A. Hus	6000 · Wages & Benef...		100.00	X		257,484.73
11/03/2016	19957	Chase Bank	2029 · Other Payable	Pipes & Drums	450.00	X		257,034.73
11/03/2016	19958	Wells Fargo Bank	2026 · EDH Associate...	PR16-10-2	4,707.81	X		252,326.92
11/03/2016	19959	Sacramento Regional...	6240 · Special Expense...		80.00	X		252,246.92
11/04/2016	EFT	ADP	6200 · Professional Ser...	PR16-10-2	333.48	X		251,913.44
11/04/2016	EFT	P. G. & E.	-split-		36.64	X		251,876.80
11/04/2016	EFT	ADP (FSA)	-split-		15.00	X		251,861.80
11/07/2016		Deposit	-split-	Deposit		X	11,656.55	263,518.35
11/07/2016	EFT	P.E.R.S. Retirement	-split-	PR16-10-2	82,667.55	X		180,850.80
11/07/2016	EFT	AT&T (CALNET 2)	-split-		73.77	X		180,777.03
11/08/2016		Deposit	-split-	Deposit		X	374,720.53	555,497.56
11/08/2016	EFT	P.E.R.S. ING	-split-	PR16-10-2	3,076.93	X		552,420.63
11/08/2016	EFT	ADP (FSA)	-split-		549.14	X		551,871.49
11/09/2016		Transfer from LAIF	1074 · Local Agency I...	Confirm #1520...		X	300,000.00	851,871.49
11/09/2016	EFT	APPTIX Inc.	6210 · Information Tec...	Invoice # INV0...	1,087.50	X		850,783.99
11/10/2016	EFT	Nationwide Retireme...	-split-	PR16-11-1	20,030.95	X		830,753.04
11/10/2016	EFT	ADP (FSA)	-split-		700.48	X		830,052.56
11/10/2016	PR16-11-1		-split-	Total Payroll T...	67,703.97	X		762,348.59
11/10/2016	PR16-11-1		1000 · Bank of Americ...	Direct Deposit	220,720.26	X		541,628.33
11/10/2016	PR16-11-1		1000 · Bank of Americ...	Payroll Checks	3,455.44	X		538,172.89
11/14/2016	EFT	U.S. Bank Telepay	2010 · Accounts Payable	Confirmation #...	31,672.83	X		506,500.06
11/15/2016		Deposit	-split-	Deposit		X	60,019.65	566,519.71
11/15/2016			6200 · Professional Ser...	Service Charge	200.54	X		566,319.17
11/15/2016	EFT	ADP (FSA)	-split-		8.00	X		566,311.17
11/17/2016	19960	Advantage Gear, Inc.	6180 · Miscellaneous:6...	Invoice # 116720	15.91	M		566,295.26
11/17/2016	19961	All Star Printing	6190 · Office Supplies	Inv # 71693	390.23	X		565,905.03
11/17/2016	19962	Arnolds for Awards	-split-	Inv # 75799 / 7...	226.55	X		565,678.48
11/17/2016	19963	Ashby Communicati...	6110 · Network/Comm...	Invoice # 11034	755.88	X		564,922.60
11/17/2016	19964	Best Best & Krieger	6200 · Professional Ser...	Invoice # 783380	2,901.60	X		562,021.00
11/17/2016	19965	Big O Tires	6140 · Maintenance of ...	Inv # 005100-1...	292.73	X		561,728.27
11/17/2016	19966	Bugman Pest Control	-split-		190.00	X		561,538.27
11/17/2016	19967	Burkett's	6190 · Office Supplies	Invoice # 1305...	25.02	X		561,513.25
11/17/2016	19968	CA Chamber of Com...	-split-	Customer # 35...	380.07	X		561,133.18
11/17/2016	19969	Core Logic	6170 · Dues and Subsc...	Inv # 81742939	137.50	X		560,995.68
11/17/2016	19970	Cummins Pacific Sac...	6140 · Maintenance of ...	Invoice # 023-...	210.00	X		560,785.68
11/17/2016	19971	Deal Heating & Air, ...	-split-	Invoice# 10942	645.89	M		560,139.79

El Dorado Hills Fire Department

12/16/2016 3:10 PM

Register: 1000 · Bank of America

From 11/01/2016 through 11/30/2016

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/17/2016	19972	Dennis Planje	6000 · Wages & Benef...		274.00	X		559,865.79
11/17/2016	19973	El Dorado County Fi...	6170 · Dues and Subsc...		100.00			559,765.79
11/17/2016	19974	El Dorado County Fi...	6170 · Dues and Subsc...		50.00			559,715.79
11/17/2016	19975	Employment Develo...	6000 · Wages & Benef...	Account ID# 9...	736.00	X		558,979.79
11/17/2016	19976	Fire Service Specific...	6140 · Maintenance of ...	Invoice # 8932	3,771.43	X		555,208.36
11/17/2016	19977	Fit Guard	-split-		480.00	X		554,728.36
11/17/2016	19978	FlexManage	-split-		7,221.25	X		547,507.11
11/17/2016	19979	Folsom Diesel Work...	-split-		24,992.83	X		522,514.28
11/17/2016	19980	Hefner, Stark & Mar...	-split-		6,630.00	X		515,884.28
11/17/2016	19981	Interwest Consulting ...	6200 · Professional Ser...	Invoice # 30205	707.50	X		515,176.78
11/17/2016	19982	Larry R. Fry	6000 · Wages & Benef...		1,503.00	X		513,673.78
11/17/2016	19983	Liberty Art Works, L...	6180 · Miscellaneous:6...	Invoice # 31276	370.00	M		513,303.78
11/17/2016	19984	L.N. Curtis & Sons	-split-		2,674.76	X		510,629.02
11/17/2016	19985	Motorola Solutions Inc	-split-		1,150.54	X		509,478.48
11/17/2016	19986	MES - California	-split-		3,151.58	X		506,326.90
11/17/2016	19987	Oracle America, Inc.	6200 · Professional Ser...	Invoice # 4360...	1,000.00	X		505,326.90
11/17/2016	19988	Preferred Alliance, Inc.	-split-	Invoice # 0124...	42.00	X		505,284.90
11/17/2016	19989	Suds Car Wash, Inc.	6200 · Professional Ser...	Sept-16	51.98	X		505,232.92
11/17/2016	19990	Traffic Works	-split-	Invoice # 750 / ...	7,155.00	X		498,077.92
11/17/2016	19991	UPS Store	-split-		151.24	X		497,926.68
11/17/2016	19992	Valley Power System...	6140 · Maintenance of ...	Invoice # J27147	2,364.55	X		495,562.13
11/17/2016	19993	West Coast Frame/C...	-split-		4,470.53	X		491,091.60
11/17/2016	19994	California Fire Chief...	-split-		600.00			490,491.60
11/17/2016	19995	Barbara Winn	-split-		300.00	X		490,191.60
11/17/2016	19996	Johannes Neu	6000 · Wages & Benef...		820.00	X		489,371.60
11/18/2016	EFT	ADP	6200 · Professional Ser...	PR16-11-1	336.67	X		489,034.93
11/18/2016	EFT	Verizon Wireless	-split-		2,138.07			486,896.86
11/18/2016	EFT	ADP (FSA Service C...	6200 · Professional Ser...	Oct-2016	93.58	X		486,803.28
11/18/2016	EFT	Verizon Wireless	-split-	Account # 971...	565.33	X		486,237.95
11/18/2016	EFT	Verizon Wireless	6110 · Network/Comm...	Account # 871...	1,532.73	X		484,705.22
11/18/2016	EFT	Verizon Wireless	6110 · Network/Comm...	Account # 842...	40.01	X		484,665.21
11/21/2016		Transfer from LAIF	1074 · Local Agency I...	Confirm #1520...		X	250,000.00	734,665.21
11/21/2016	EFT	AT&T (CALNET 2)	-split-		215.88	X		734,449.33
11/21/2016	EFT	ADP (FSA)	-split-		15.00	X		734,434.33
11/22/2016	EFT	ADP (FSA)	-split-		164.95	X		734,269.38
11/22/2016	EFT	P. G. & E.	-split-		263.85	X		734,005.53
11/23/2016		Deposit	-split-	Deposit		X	4,482.95	738,488.48
11/23/2016	EFT	Aramark	6100 · Clothing & Pers...	Inv# 634911494	74.66	X		738,413.82
11/23/2016	EFT	California Family Fit...	6200 · Professional Ser...	Inv # 11102016	174.98	X		738,238.84
11/23/2016	EFT	Caltronics Business ...	6190 · Office Supplies	Inv # 2132273	165.50	X		738,073.34

El Dorado Hills Fire Department

12/16/2016 3:10 PM

Register: 1000 · Bank of America

From 11/01/2016 through 11/30/2016

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/23/2016	EFT	InterState Oil Compa...	-split-		1,460.26	X		736,613.08
11/23/2016	EFT	Nationwide Retireme...	-split-	PR16-11-2	20,134.58	X		716,478.50
11/23/2016	EFT	P.E.R.S. Health	-split-	Dec-16	166,969.83	X		549,508.67
11/23/2016	EFT	P.E.R.S. Retirement	-split-	PR16-11-1	79,841.21	X		469,667.46
11/23/2016	EFT	P.E.R.S. Retirement	-split-	PR16-11-2	82,882.11	X		386,785.35
11/23/2016	EFT	P.E.R.S. ING	-split-	PR16-11-1	3,076.93	X		383,708.42
11/23/2016	EFT	P.E.R.S. ING	-split-	PR16-11-2	3,076.93	X		380,631.49
11/23/2016	EFT	ADP (FSA)	-split-		624.62	X		380,006.87
11/23/2016	PR16-11-2		-split-	Total Payroll T...	71,515.57	X		308,491.30
11/23/2016	PR16-11-2		1000 · Bank of Americ...	Direct Deposit	228,954.22	X		79,537.08
11/23/2016	PR16-11-2		1000 · Bank of Americ...	Payroll Checks		X		79,537.08
11/25/2016	EFT	Deposit	3510 · Misc. Operating...	Deposit		X	820.98	80,358.06
11/25/2016	EFT	ADP (FSA)	-split-		335.08	X		80,022.98
11/28/2016		A T & T	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		A T & T Wireless	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Absolute Secured Sh...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Ackerman Emergenc...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		ACS Firehouse Solut...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Advanced Wireless ...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Advantage Gear, Inc.	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Air Exchange	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Air Systems	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Airgas	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Alliance Computer T...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Allstar Fire Equipme...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		ALS Laboratory Group	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		American Airworks	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Apparatus Equipmen...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		APPTIX Inc.	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Aramark	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Arnolds for Awards	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		AT&T (CALNET 2)	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		AT&T Internet	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Atwood Insurance	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Auto Additions, Inc.	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Bank of America	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Bankcard Center	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Berendsen Inc	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Best Best & Krieger	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Big O Tires	2010 · Accounts Payable	QuickBooks ge...				80,022.98

El Dorado Hills Fire Department

12/16/2016 3:10 PM

Register: 1000 · Bank of America

From 11/01/2016 through 11/30/2016

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
11/28/2016		Blue Ribbon Personn...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Brandon Eynck	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Bugman Pest Control	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Bukaty Stone and Til...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Burkett's	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Business Card	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		C & H Motor Parts	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		CA Prison Industry ...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		CalChiefs Bookstore	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		California Job Journal	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		CalPERS	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		CALPO/HOM/MAC...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Cambridge Hardware	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Cameron Park Ace H...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Cameron Park Auto	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Carbon Copy, Inc	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Carrin J. Interiors	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Cascade Fire Equipm...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Catalog Marketplace ...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		CDCE Incorporated	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Cellular One	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Chevron	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Chief Supply Corp.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Churchll's Hardware ...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Cingular Wireless	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		CitiStreet	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Cody Burdette	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Conforti Plumbing Inc.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Cooperative Personn...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Costco	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		CRAgency, Inc.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		CTA Engineering & ...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		CTC Analytical Serv...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		David Kennedy 1	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Dell	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Department of Finance	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Diono	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Doug Veerkamp	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Dusty Creek Lumber	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Economic & Plannin...	2010 · Accounts Payable	QuickBooks ge...			80,022.98

El Dorado Hills Fire Department

12/16/2016 3:10 PM

Register: 1000 · Bank of America

From 11/01/2016 through 11/30/2016

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/28/2016		ECORP Consulting I...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		EDC Sheriff's Office	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		EDH Marshall Famil...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		EFI Global	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		El Dorado Alarm & ...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		El Dorado County	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		El Dorado County E...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		El Dorado County Fi...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		El Dorado County JPA	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		El Dorado County Tr...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		El Dorado Disposal S...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		El Dorado Hills Fire ...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		El Dorado Hills Firef...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		El Dorado Hills Rota...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		El Dorado Hills Tire ...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		El Dorado Press	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Employment Develo...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		FailSafe Testing	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		FedEx	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Fire Instructor Testin...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		FireCom	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Fisher Scientific	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Fit Guard	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Flash Safety Co.	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Flying Ace T-Shirts	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Folsom Lake Ford	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Folsom Lawn & Pow...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Folsom Tinting & Au...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Foothill Kiwanis	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Fox Pro Media, Inc.	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Fred Russell (FDC)	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		FYI Telecommunicat...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Gary Pertle	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Gene Thorne & Asso...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		General Services Ad...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Gilly's Super Signs	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Glendale	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Gold Country Media	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Gold Country Trophies	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Goodyear Commerci...	2010 · Accounts Payable	QuickBooks ge...				80,022.98

El Dorado Hills Fire Department

12/16/2016 3:10 PM

Register: 1000 · Bank of America

From 11/01/2016 through 11/30/2016

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Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
11/28/2016		Grainger Inc.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		GST Industries Inc.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Hardy Erich Brown ...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Harrell Motors, Inc.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Hefner, Stark & Mar...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Hi-Tech	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Hodgson General En...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Holt of California	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Home Depot	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Hunt & Sons	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Image Sales	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Innercite, Inc.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Innovative Laundry ...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Innovative Solutions	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Inspection Consultan...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		InterState Oil Compa...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Interwest Consulting ...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		James O'Camb 1	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Johnsen's Mobile Eq...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Justin McKenzie	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Kussmaul Electronic...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		L.N. Curtis & Sons	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Lab Safety	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Lehr Auto Electric, Inc	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Life Assist	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Lindsay Fay's Cleaning	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Maloney, Wheatley, ...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Managed Health Net...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Marshall Center For ...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Marshall Family Me...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Marshall Hospital	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Marshall Medical Ce...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		McDonough Holland...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Meigs Carpet & Inter...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		MES - California	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Metrocall, Inc.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Michael Kirkpatrick	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Mint Cards Inc.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Motorola Solutions Inc	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Mountain Democrat	2010 · Accounts Payable	QuickBooks ge...			80,022.98

El Dorado Hills Fire Department

12/16/2016 3:10 PM

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11/28/2016		My Fleet Center	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		National Garage Doo...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Norcal Beverage Co. ...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Office Depot	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		On-Site Concrete, Inc.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		P. G. & E.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		P.E.R.S. Retirement	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		P.E.R.S. Retirement (...)	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Pacific Gas & Electri...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Patterson Development	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Payroll	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Placer Safety	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Placer Title Company	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Placerville Rad. Med...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Prestige Appliances	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		ProComm Americas ...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Project Leadership A...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Quill Corporation	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Raleys	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Ramona Gilmore	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		RDJ Specialties, Inc.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Rexel Norcal Valley	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Riebes Auto Parts	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		River City Rentals-A...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Riverview Internatio...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Ron's Mobile Tire Se...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Roseville Fire Depart...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		S W Allen Constructi...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Sacramento Truck C...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Sam's Club	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		SBC Pacific Bell	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Scheetz Welding Ser...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Schultz Tire Factory	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Scott's PPE Recon, Inc.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Siemens Building Te...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Sierra Nevada Sealco...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Silverado Avionics	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Southern Laboratory ...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Spectrum Corporation	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		State Board of Equali...	2010 · Accounts Payable	QuickBooks ge...			80,022.98

El Dorado Hills Fire Department

12/16/2016 3:10 PM

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11/28/2016		STC Development Inc.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Steve's Place Inc.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Steven T. Itelson, F.S...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Stringer Business Sy...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Suds Car Wash, Inc.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Sundance Uniforms	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Supercircuits, Inc.	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		T5 Construction	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		TEI Telecomm Engi...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Tekwest	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Temperature Solutio...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		The Sacramento Bee	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Todd Thalhamer	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		TruGreen*ChemLawn	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		U.S. Bank	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		U.S. Bank Telepay	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		UC Regents	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		UC Regents File #72...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Underwriters Laborat...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		United Corporate Fur...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Unocal	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		UPS Store	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Valley Power System...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Verizon Wireless	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Verizon Wireless - 1	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Visa	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Wally Jukes	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Warren Consulting E...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Web Circuit	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Wells Fargo Bank	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		West-Mark	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		West Coast Events	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		West Coast Frame/C...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Westates Truck Equi...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Western Contract	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Williams Equipment ...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Wingfoot Commerci...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Young CDJR	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		Youngdahl Consultin...	2010 · Accounts Payable	QuickBooks ge...			80,022.98
11/28/2016		ZCON Builders, Inc	2010 · Accounts Payable	QuickBooks ge...			80,022.98

El Dorado Hills Fire Department

12/16/2016 3:10 PM

Register: 1000 · Bank of America

From 11/01/2016 through 11/30/2016

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11/28/2016		Zoll Medical Corpor...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Ackerman Emergenc...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		June 30 Mis.	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		June 30 Mis.	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		June 30 Mis.	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		P.E.R.S. Retirement	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Ackerman Emergenc...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Westates Truck Equi...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		U.S. Bank Telepay	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Sacramento Regional...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Bankcard Center	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Cameron Park Auto	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Diono	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		El Dorado County E...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		El Dorado Hills Firef...	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Home Depot	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		June 30 Mis.	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		John Schureman A	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Cameron Park C.S.D.	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Business Card	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		Payroll	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016		U.S. Bank Telepay	2010 · Accounts Payable	QuickBooks ge...				80,022.98
11/28/2016	EFT	Modular Space Corp...	-split-	Invoice # 5018...	514.93	X		79,508.05
11/29/2016	EFT	ADP (FSA)	-split-		1,725.44	X		77,782.61
11/30/2016	19997	Absolute Secured Sh...	6190 · Office Supplies	Inv # 35816	40.00	M		77,742.61
11/30/2016	19998	Advantage Gear, Inc.	-split-		409.74	M		77,332.87
11/30/2016	19999	CA Assoc. of Profess...	6000 · Wages & Benef...		1,396.50	M		75,936.37
11/30/2016	20000	Capital Building Mai...	-split-		2,925.00	M		73,011.37
11/30/2016	20001	Deal Heating & Air, ...	-split-		800.00	M		72,211.37
11/30/2016	20002	Fastenal Company	6230 · Small Tools and...		54.32	M		72,157.05
11/30/2016	20003	Ferrell Gas	6260 · Utilities:6262 · ...	Invoice # 1093...	408.50	M		71,748.55
11/30/2016	20004	Fire Service Specific...	6140 · Maintenance of ...	Invoice # 8987	249.00	M		71,499.55
11/30/2016	20005	Folsom Chevrolet	-split-	Invoice # 417165	1,394.32	M		70,105.23
11/30/2016	20006	James O'Camb	6000 · Wages & Benef...		206.00	M		69,899.23
11/30/2016	20007	Jorgensen Company	6140 · Maintenance of ...	Inv # 5625375	1,072.85	M		68,826.38
11/30/2016	20008	L.N. Curtis & Sons	-split-		1,820.77	M		67,005.61
11/30/2016	20009	Lehr Auto Electric, Inc	6720 · Fixed Assets	Inv # 01 130026	14,932.65	M		52,072.96
11/30/2016	20010	Mountain Democrat	6200 · Professional Ser...		12.50	M		52,060.46
11/30/2016	20011	National Garage Doo...	6150 · Maintenance,Str...	Inv # 32291	108.50			51,951.96
11/30/2016	20012	NetPilot Web Solutio...	6210 · Information Tec...	Invoice # 24895	85.00	M		51,866.96

El Dorado Hills Fire Department

12/16/2016 3:10 PM

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11/30/2016	20013	Rotary	-split-		150.00	M		51,716.96
11/30/2016	20014	Sundance Uniforms	6180 · Miscellaneous:6...	Invoice # SI-52...	473.68			51,243.28
11/30/2016	20015	Standard Insurance Co.	6000 · Wages & Benef...	Policy # 00 359...	501.60	M		50,741.68
11/30/2016	20016	Wally Jukes	6000 · Wages & Benef...		97.00	M		50,644.68
11/30/2016	20017	Greg F. Durante (Di...	-split-		400.00			50,244.68
11/30/2016	20018	Charles J. Hartley	-split-		300.00	M		49,944.68
11/30/2016	20019	John Hidahl	-split-		500.00	M		49,444.68
11/30/2016	20020	Douglas A. Hus	-split-		400.00	M		49,044.68
11/30/2016	20021	Barbara Winn	6000 · Wages & Benef...		100.00	M		48,944.68
11/30/2016	20022	Wells Fargo Bank	2026 · EDH Associate...	PR16-11-1 / P...	9,415.62	M		39,529.06
11/30/2016	20023	Chase Bank	2029 · Other Payable	Pipes & Drums	450.00	M		39,079.06

From: Diana Capra [<mailto:dcapra@rocklin.k12.ca.us>]
Sent: Friday, December 16, 2016 11:55 AM
To: David Roberts <droberts@edhfire.com>
Subject: Thank you!

Hi Chief Roberts:

My name is Diana Capra and my children attend the Latrobe School District. Many of us parents were so pleased yesterday to hear the firefighters stopped by our little school again to give our trophies for the poster winners! Everyone loved the initial assembly and I just wanted to say THANK YOU! (My little girl, Gina, was the 2nd place winner.
.and so proud of her accomplishment!)

Thank you for your service and your department's service to our community! We appreciate you all!

Best,
Diana

Diana Capra
Chief, Office of Communications and Community Engagement
Rocklin Unified School District
2615 Sierra Meadows Drive
Rocklin, CA 95667
(916) 672-3606 Work
(916) 757-4987 Cell
dcapra@rocklin.k12.ca.us





EL DORADO HILLS COUNTY WATER DISTRICT

BOARD OF DIRECTORS POLICY MANUAL

Approved:	December 19, 2007
Revisions:	May 27, 2009
	July 18, 2013
	December 22, 2016

EL DORADO HILLS COUNTY WATER DISTRICT

Board of Directors Policy Manual

TABLE OF CONTENTS

NUMBER	POLICY TITLE	PAGE
1	Purpose of Board Policies	3
2	Adoption/Amendment of Policies	3
3	Conflict of Interest	4
4	Public and Policy Complaints	4
5	Copying Public Documents	5
6	Public Contributions	5
7	Governance Roles	6
8	Code of Ethics	6
9	Attendance at Meetings	9
10	Expenditure Pre-Approval and Reimbursement	9
11	Training, Education and Conferences	10
12	Directors' Compensation	12
13	Board President	12
14	Members of the Board of Directors	12
15	Committees of the Board of Directors	13
16	Basis of Authority	14
17	Ethics Training	14
18	Stipends for Reimbursed Out of District Services	15
19	Board Meetings	15
20	Fire Chief's Annual Performance Evaluation	17
21	Consequences of Policy Violation	17
22	Board Meeting Agenda	17
23	Board Meeting Conduct	19
24	Board Actions and Decisions	20
25	Review of Administrative Decisions	21
26	Minutes of Board Meetings	21
27	Rules of Order for Board and Committee Meetings	23
28	Previous Board Policies	25

ADDENDUM TO POLICY MANUAL

1	Community Meeting Room Policy	27
2	Signboard Policy	32
3	Reserve Policy	33
4	Investment Policy	35

EL DORADO HILLS COUNTY WATER DISTRICT

Board of Directors Policy Manual

POLICY 1

Purpose of Board Policies

1.1 It is the intent of the Board of Directors of the El Dorado Hills County Water District (aka El Dorado Hills Fire Department) to maintain a Manual of Board Policies. This Manual does not include the Operational Policies which govern the day to day District Operations. Contained herein is a comprehensive listing of the Board's current policies, being the rules and regulations governing the Board's activities, enacted by the Board from time to time. The Manual of Board Policies will serve as a resource for Directors, staff and members of the public in determining the manner in which matters of District business are to be conducted. Each newly elected Director of the Board should be issued a copy of this Policy Manual, a copy of the Districts By-Laws, a copy of the Institute for Local Self Government document entitled "Everyday Ethics for Local Officials (Finding your way)", and a copy of the Brown Act Laws by the District Secretary (or their delegate) at the time of the Director's swearing of the Oath of Office.

1.2 If any policy or portion of a policy contained within the Manual of Board Policies is in conflict with rules, regulations or legislation having authority over El Dorado Hills County Water District, said rules, regulations or legislation shall prevail.

POLICY 2

Adoption/Amendment of Policies

2.1 Consideration by the Board of Directors to adopt a new policy or to amend an existing policy may be initiated by any Director. The proposed adoption or amendment shall be initiated by a Director submitting a written draft of the proposed new or amended policy to each Director by way of the District office, and requesting that the item be included for consideration on the agenda of the next appropriate regular meeting of the Board of Directors.

2.2 Adoption of a new policy or amendment of an existing policy shall be accomplished at a regular meeting of the Board of Directors and shall require a majority affirmative vote of the entire Board of Directors.

2.3 Copies of the proposed new or amended policy shall be included on the agenda and in the information packet for any meeting in which they are scheduled for consideration (listed on the agenda). A copy of the proposed new or amended policy(ies) shall be made available to each Director for review at least three (3) days prior to any meeting at which the policy(ies) are to be considered.

POLICY 3

Conflict of Interest

3.1 The Political Reform Act, Government Code §81000, et seq., requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. §18730) which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 Cal. Code of Regs. §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 A in which members of the Board of Directors are designated, and in which disclosure categories are set forth, constitute the conflict of interest code of the El Dorado Hills County Water District.

3.2 Board Resolution 91-7 was established to help define the continued role that a newly elected or appointed Board of Director who served as a volunteer firefighter could maintain. The El Dorado Hills Firefighters Association (EDHFA) maintains a set of Bylaws that define 4 classifications of membership (Active, Inactive, Life and Honorary). Honorary members constitute the elected or appointed Directors of the District. A Board member may also qualify as a Life Member, due to their previous service. The El Dorado Hills Firefighters Foundation was formed as an independent body from the EDHFA and is a 501c(3) tax exempt organization. Board members may continue to serve the EDHFA or the Foundation without restriction, as long as they comply with Resolution 91-7.

POLICY 4

Public and Policy Complaints

4.1 The Board of Directors desires that public and policy complaints are resolved at the lowest possible administrative level and that the method for resolution of complaints is logical and systematic.

4.2 A public complaint is an allegation by a member of the public of a violation or misinterpretation of a District policy, state, or federal statute of which the individual has been adversely affected.

4.3 A policy complaint is an allegation by a member of the public of a violation or misinterpretation of a District policy, state or federal statute by which the individual has been adversely affected.

4.4 The method of resolving complaints shall be as follows:

- (a) The individual with a complaint shall first discuss the matter with the Fire Chief or his/her designee with the objective of resolving the matter informally.
- (b) If the complaint cannot be resolved informally, the Fire Chief shall take action resolve the complaint on a formal basis and communicate to the Board President the results of such disposition.

- (c) If the individual registering the complaint is not satisfied with the formal disposition of the complaint by the Fire Chief, they may request consideration by the Board of Directors by filing said appeal in writing within thirty (30) days of receiving the Fire Chief's decision. The Board may consider the matter at the next regular meeting or call a special meeting. In making the final decision, the Board may conduct conferences, hear testimony, and utilize the transcripts of written documentation. The Board's final decision shall be documented in writing with the complainant being provided a copy.

4.5 This policy is not intended to prohibit or deter a member of the community or staff member from appearing before the Board to verbally present a testimony, complaint, or statement in regard to actions of the Board, District programs and services, or impending considerations of the Board.

POLICY 5

Copying Public Documents

5.1 Individuals requesting copies of public documents consisting of more than 25 pages shall be charged ten cents (10¢) per sheet copied for black and white copies and fifty cents (50¢) per sheet for color copies to defray expenses associated with the copying process.

5.2 Copies of agendas and other writings (except for privileged documents) distributed to a majority of the Board of Directors at open Board meetings shall be made available to the public. A limited quantity of such documents (based on normal audience attendance) shall be copied in advance of each meeting and made available to the public in attendance at no charge. Individuals requesting copies of such documents prior to the Board meeting shall be charged ten cents (10¢) per sheet for black and white copies and fifty cents (50¢) per sheet for color copies. The copy charge will be levied at Board meetings for copies of documents if more are needed and/or requested in addition to those normally prepared for the public at Board meetings.

5.3 Copies of audio recordings of the meetings shall be made available to the public, consistent with the Board's policy for retention (see Section 23). Individuals requesting copies of an audio tape shall be charged the actual reproduction costs.

POLICY 6

Public Contributions

6.1 Donations from members of the public to the District for a public purpose that is within the scope of the District's responsibilities will be accepted. The Chief Financial Officer will provide a receipt for said donation and include the District's tax identification number thereon. As an alternative, tax deductible donations (State qualified 501(c)(3) non-profit organization) may be made through the El Dorado Hills Firefighters Foundation.

6.2 Donations must be clearly marked as such.

6.3 By accepting donations, the District is not claiming to be qualified by the Internal Revenue Service as being a charitable organization for which donations may be considered tax deductible. Determination of how donations to the District are to be treated relative to the donor's tax liability is strictly the responsibility of the donor.

POLICY 7

Governance Roles

7.1 There are important distinctions to be made between the Board's role and that of the Fire Chief and staff. The Board and the Fire Chief team together to ensure that the District has effective leadership. Just as Board members should govern and not manage the District, the Fire Chief should not administer the District in isolation from the Board.

7.2 Board members have collective and not individual authority. Authority to make decisions is only granted to the Board as a whole. The full Board gives direction to the Fire Chief through decisions reached at Board meetings. Individual Board members do not have the authority to direct the Fire Chief or any other staff member unless otherwise agreed to by the Board and the Fire Chief.

7.3 The role of the Fire Board is not to run the fire stations but to see that the fire stations are well run. Working as the governance team, the Fire Chief and Board leverage the efforts of the professional staff by setting direction for the District that is reflective of the community's needs.

7.4 Recognizing the importance of selecting the best personnel available for all Chief Officer (excluding Battalion Chiefs) and the Director of Finance positions, the Board shall participate in the selection process and in establishing the starting wage for these positions within the established and approved public salary schedule. An Ad-hoc committee shall be defined by the Board President to work with the Fire Chief and other staff (as appropriate) for this purpose. The Board's participation shall be limited to a go/no-go determination based upon the review of the applicants' qualifications, (i.e. submitted resumes and cover letters from amongst the highest ranked two or three candidates) and background checks (as applicable). Starting wage offers within the established public salary schedule shall be reviewed for approval by the Board prior to the offer being made to the applicant.

7.5 Board members must be cognizant of their role as an appellant body. They shall, therefore, refrain from any activity that would compromise their ability to fairly and impartially evaluate any disciplinary action or grievance procedure defined within operational policies.

POLICY 8

Code of Ethics

8.1 The Board of Directors of the El Dorado Hills County Water District is committed to providing excellence in legislative leadership that result in the provision of the highest quality services to its constituents. In order to assist in the governance of the behavior between and among members of the Board of Directors, the following rules shall be observed:

- (a) The dignity, style, values and opinions of each Director shall be respected.
- (b) Responsiveness and attentive listening in communication is encouraged.
- (c) The needs of the District's constituents should be the priority of the Board of Directors.
- (d) The primary responsibility of the Board of Directors is the formulation and evaluation of policy. Routine matters concerning the operational aspects of the District are to be delegated to professional staff members of the District.
- (e) Directors should commit themselves to emphasizing the positive and avoiding negative forms of interaction.
- (f) Directors should commit themselves to focusing on issues and not personalities. The presentation of the opinions of others should be encouraged. Cliques and voting blocks based on personalities rather than issues should be avoided.
- (g) Differing viewpoints are healthy in the decision-making process. Individuals have the right to disagree with ideas and opinions, but without being disagreeable. Once the Board of Directors takes action, Directors should commit to supporting said action and not to create barriers to the implementation of said action.
- (h) Directors should practice the following procedures:
 - (i) In seeking clarification on informational items, Directors may directly approach professional staff members by working through the Chain of Command to obtain information needed to supplement, upgrade, or enhance their knowledge to improve legislative decision-making.
 - (ii) In handling complaints from residents and property owners of the District, said complaints should be referred directly to the Fire Chief.
 - (iii) In handling items related to safety, concerns for safety or hazards should be reported to the Fire Chief or to the District office. Emergency situations should be dealt with immediately by seeking appropriate assistance.
 - (iv) In presenting items for discussion at Board meetings, see Policy No. 19 and 20.
 - (v) In seeking clarification for operational policy-related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, said concerns should be referred directly to the Fire Chief.

- (i) When approached by District personnel concerning specific District policy, Directors should direct inquiries to the appropriate staff supervisor. The chain of command should be followed.
- (j) Board members should refrain from endorsements of political candidates or ballot measures using their District Board title. Where deemed important to the District's best interests, the Board member seeking to provide a political endorsement using their District title shall request the approval of a majority of the Board members.
- (k) Board members should provide courtesy notifications to the appropriate District staff and/or the Board President of known absences, late arrival (tardiness) or early departure from any agenda'd regular, special or assigned committee meetings.

8.2 The work of the District is a team effort. All individuals should work together in the collaborative process assisting each other in conducting the affairs of the District.

- (a) When responding to constituent requests and concerns, Directors should be courteous, responding to individuals in a positive manner and routing their questions through appropriate channels and to responsible management personnel.
- (b) Directors should develop a working relationship with the Fire Chief wherein current issues, concerns and District projects can be discussed comfortably and openly.
- (c) Directors should function as a part of the whole. Issues should be brought to the attention of the Board as a whole, rather than to individual members selectively.
- (d) Directors are responsible for monitoring the District's progress in attaining its goals and objectives while pursuing its mission.
- (e) While working collaboratively with District Staff, the following practices should be honored by the Board members to ensure proper separation between the Board's role and Staff's role:
 - (i) Board members should not use any form of an internal e-mail account to receive, transmit or otherwise gain information related to internal district operations.
 - (ii) Board members should refrain from using their position to encourage any form of nepotism.
 - (iii) Board members should always advocate for the better good of the public's interest and refrain from exclusively advocating for internal departmental interests (i.e. staff, association, volunteers).

- (iv) Board members should be cognizant of their role when using district facilities and in other interactions which are not Board authorized (i.e. casual communications while in district facilities).

POLICY 9

Attendance at Meetings

9.1 Members of the Board of Directors shall attend all regular and special meetings of the Board unless there is good cause for absence.

9.2 A vacancy shall occur if any member ceases to discharge the duty of his/her office for the period of three consecutive months, except as authorized by the Board of Directors, and as provided by Government Code Section 1770.

9.3 Telephonic attendance at Board meetings is permissible, but strongly discouraged, and should be utilized by Board members only when uncontrollable circumstances make personal attendance impossible. Board members shall endeavor to attend regularly scheduled meetings in person. Telephonic attendance at special meetings is also discouraged. Members intending to telephonically participate must provide the District Secretary with seven days (168 hours) advance notice to ensure that the meeting agenda and public notice meet applicable Government Code requirements.

POLICY 10

Expenditure Pre-Approval and Reimbursement

10.1 Purpose. The purpose of this policy is to prescribe the manner in which directors may request pre-approval and be reimbursed for expenditures related to District business.

10.2 Scope. This policy applies to the Board of Directors and is intended to result in no personal gain or loss to a Director.

10.3 Implementation. Prior to registering and/or committing to travel and lodging costs for District Business, the director shall request approval from the full board for attendance at the desired function. Once authorized by a majority of the Board, the travel can be booked. Whenever Directors desire to be reimbursed for out-of-pocket expenses for item(s) or service(s) appropriately relating to District business, they shall submit their requests on a reimbursement form approved by the Board President. Included on the reimbursement form will be an explanation of the District-related purpose for the expenditure(s), and receipts evidencing each expense shall be attached.

- (a) All expenses must be reasonable and necessary, and Directors are encouraged to exercise prudence in all expenditures.
- (b) The most economical mode and class of transportation reasonably consistent with scheduling requirements will be used. In the event a more expensive class of transportation is used, the reimbursable amount will be limited to the cost of

the most economical class of transportation available. Reimbursement for use of personal vehicles will be at the applicable IRS-approved rate.

- (c) Expenditures for food and lodging will be moderate and reasonable and will conform to the Employee Travel section of the Employee Handbook.

POLICY 11

Training, Education and Conferences

11.1 Members of the Board of Directors are encouraged to attend educational conferences and professional meetings when the purposes of such activities are to improve District operation. Hence, there is no limit as to the number of Directors attending a particular conference or seminar when it is apparent that their attendance is beneficial to the District.

11.2 It is the policy of the District to encourage Board development and excellence of performance by reimbursing actual and necessary expenses incurred for tuition, travel, lodging and meals as a result of training, educational courses, participation with professional organizations, and attendance at local, state and national conferences associated with the interests of the District. Cash advances or use of District credit cards for these purposes is not permitted. Expense reimbursement for Board Members shall be consistent with the Reimbursement Policy applicable to District employees in the Employee Travel section of the Employee Handbook as well as this policy. In the event of a conflict, the more stringent policy shall apply.

11.3 All expenses for which reimbursement is requested by Directors, or which are billed to the District by Directors, shall be submitted to the Chief Financial Officer, together with validated receipts.

11.4 As defined in Policy No. 10, attendance by Directors of seminars, workshops, courses, professional organization meetings, and conferences shall be pre-approved prior to incurring any reimbursable costs.

11.5 Expenses to the District for Board of Directors' training, education and conferences should be kept to a minimum by utilizing recommendations for transportation and housing accommodations suggested by the Chief Financial Officer and by:

- (a) Utilizing hotel(s) recommended by the event sponsor in order to obtain discounted rates.
- (b) Directors traveling together or with staff whenever feasible and economically beneficial.
- (c) Requesting reservations sufficiently in advance to obtain discounted air fares and hotel rates.

11.6 A Director shall not attend a conference or training event for which there is an expense to the District if it occurs after they have announced their pending resignation, or if it occurs after an election in which it has been determined that they will not retain their seat on the

Board. A Director shall not attend a conference or training event when it is apparent that there is no significant benefit to the District.

11.7 Upon returning from seminars, workshops, conferences, etc., where expenses are reimbursed by the District, Directors will provide either a written or a verbal report at the next regular meeting of the Board under Director's Items (per the meeting agenda). Said report shall describe what was learned at the session(s) that will be of benefit to the District. Pertinent materials/handouts/training manuals from the session(s) should be delivered to the District office for copying and inclusion in the District's Administrative library for potential future use by other Directors, staff or the public.

11.8 In addition to the above, all reimbursements are subject to the provisions of Government Code § 53232.2 which provides as follows:

§ 53232.2 Local agencies; reimbursement of members of legislative body for expenses incurred in performance of official duties; written policy; reimbursement rates; costs incurred at own expense:

- (a) When reimbursement is otherwise authorized by statute, a local agency may reimburse members of a legislative body for actual and necessary expenses incurred in the performance of official duties, including, but not limited to, activities described in Article 2.4 (commencing with section 53234).
- (b) If a local agency reimburses members of a legislative body for actual and necessary expenses incurred in the performance of official duties, then the governing body shall adopt a written policy, in a public meeting, specifying the types of occurrences that qualify a member of the legislative body to receive reimbursement of expenses relating to travel, meals, lodging, and other actual and necessary expenses.
- (c) The policy described in subdivision (b) may also specify the reasonable reimbursement rates for travel, meals, and lodging, and other actual and necessary expenses. If it does not, the local agency shall use the Internal Revenue Service rates for reimbursement of travel, meals, lodging, and other actual and necessary expenses as established in Publication 463 or any successor publication.
- (d) If the lodging is in connection with a conference or organized educational activity conducted in compliance with subdivision (c) of Section 54952.2, including, but not limited to, ethics training required by Article 2.4 (commencing with Section 53234), lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available to the member of a legislative body at the time of booking. If the group rate is not available, the member of a legislative body shall use comparable lodging that is consistent with the requirements of subdivisions (c) and (e).
- (e) Members of the legislative body shall use government and group rates offered by a provider of transportation or lodging services for travel and lodging when available.

- (f) All expenses that do not fall within the adopted travel reimbursement policy or the Internal Revenue Service reimbursable rates as provided in subdivision (c), shall be approved by the governing body, in a public meeting before the expense is incurred, except as provided in subdivision (d).
- (g) If a member of a legislative body chooses to incur additional costs that are above the rates established pursuant to this section and those costs have not been approved pursuant to subdivision (f), then the member of a legislative body may do so at his or her own expense.
- (h) This section shall not supersede any other laws establishing reimbursement rates for local agencies.

POLICY 12

Director's Compensation

12.1 Members of the Board of Directors shall receive compensation as defined in the District By-Laws, Section 3.6, "Compensation of Directors" for meeting attendance. Directors will not receive payment for attendance at seminars, conventions, etc.

POLICY 13

Board President

13.1 The President of the Board of Directors shall serve as chairperson at all Board meetings. He/she shall have the same rights as the other members of the Board in voting, introducing motions, resolutions and ordinances, and any discussion of questions that follow said actions.

13.2 In the absence of the President, the Vice President of the Board of Directors shall serve as chairperson over all meetings of the Board. If the President and Vice President of the Board are both absent, the remaining members present shall select one of themselves to act as chairperson of the meeting.

POLICY 14

Members of the Board of Directors

14.1 Directors shall thoroughly prepare themselves to discuss agenda items at meetings of the Board of Directors. Information may be requested from staff or exchanged between Directors before meetings.

- (a) Information exchanged before meetings shall be distributed through the Fire Chief and all Directors will receive all information being distributed.
- (b) Copies of information exchanged before meetings shall be available at the meeting for members of the public in attendance and shall also be provided to anyone not present upon their request.

14.2 Directors shall at all times conduct themselves with courtesy to each other, to staff, and to members of the audience present at Board meetings.

14.3 Directors shall defer to the chairperson for conduct of meetings of the Board but shall be free to question and discuss items on the agenda. All comments should be brief and confined to the matter being discussed by the Board.

14.4 Directors may request for inclusion into minutes brief comments pertinent to an agenda item only at the meeting that item is discussed (including, if desired, a position on abstention or dissenting vote).

14.5 Directors shall abstain from participating in consideration on any item involving a personal or financial conflict of interest. Unless such a conflict of interest exists, however, Directors should not abstain from the Board's decision-making responsibilities.

14.6 Requests by individual Directors for substantive information and/or research from District staff will be channeled through the Fire Chief.

14.7 The Board's legal Counsel shall brief each new Director on the roles and responsibilities of the office within 60 days of taking office. Board members should avail themselves of this opportunity to ask questions about this Board Policy Manual and applicable Operation policies.

POLICY 15

Committees of the Board of Directors

15.1 The Board President shall appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

15.2 The following shall be standing committees of the Board:

- (a) Administrative Committee - This committee is responsible for: 1) leading the Board policy development process and reviews; 2) interacting with staff as the building committee for all new construction projects; 3) conducting the Chief's annual performance evaluation; 4) being the liaison with the Chief officers for all issues that are not assigned to the Fire Committee or the JPA Committee; and 5) other duties as directed by the President.
- (b) Finance Committee - This committee is responsible for: 1) working with staff to develop the annual budget and review the annual audit; 2) working with staff in periodically evaluating and recommending changes to the budget line item descriptions/categories; 3) working with staff to monitor the annual expenditures and revenue on a semi-annual basis as a minimum; 4) working with staff on Annexations/Consolidations; 5) monitoring investments in accordance with the Investment Policy; 6) meet & confer with Union and necessary Union grievances; and 7) other duties as directed by the President.

- (c) Joint Powers Authority (JPA) Committee - This committee is responsible for representing the interests of the EDH Fire Department on the El Dorado County Emergency Services Authority.

15.3 The Board President shall appoint and publicly announce the members of the standing committees for the ensuing year no later than the Board's regular meeting in January. The Board President may also identify an alternate committee member from time to time as necessary to have two committee members present when one of the standing committee members cannot participate.

15.4 The Board's standing committees may be assigned to review District functions, activities, and/or operations pertaining to their designated concerns as specified above. Said assignment shall be made by the Board President. Any recommendations resulting from said review should be submitted to the Board via a written or oral report.

- (a) All meetings of standing committees shall conform to all open meeting laws (e.g., "Brown Act") that pertain to regular meetings of the Board of Directors.

POLICY 16

Basis of Authority

16.1 The Board of Directors is the unit of authority within the District. Apart from his/her normal function as a part of this unit, Directors have no individual authority. As individuals, Directors may not commit the District to any policy, act, or expenditure.

16.2 Directors do not represent any fractional segment of the community but are, rather, a part of the body that represents and acts for the community as a whole.

POLICY 17

Ethics Training

17.1 All Directors of El Dorado Hills County Water District shall receive a minimum of two hours of training in general ethics principles and ethics laws relevant to public service within one year of election or appointment to the board of directors and at least once every two years thereafter, pursuant to Government Code Sections 53234 through 53235.2.

17.2 All ethics training shall be provided by entities whose curriculum has been approved by the California Attorney General and the Fair Political Practices Commission.

17.3 Directors shall obtain proof of participation after completing the ethics training.

- (a) District staff shall maintain records indicating both the dates that Directors completed the ethics training and the name of the entity that provided the

training. These records shall be maintained for at least five years after Directors receive the training and are public records subject to disclosure under the California Public Records Act.

17.4 District staff shall provide the Board of Directors with information on available training that meets the requirements of this policy.

17.5 Ethics training may consist of either a training course or a set of self-study materials with tests and may be taken at home, in person or online.

17.6 In case of non-compliance, the Board President will be notified .

POLICY 18

Stipends for Reimbursed Out of District Services

18.1 Extra compensation for exempt employees shall be formally requested to the Board per Operations Policy 1-A.16. Initial review of all requests shall be performed by the Fire Committee, with their recommendation being forwarded to the full Board for review/approval at a regularly scheduled Board meeting.

18.2 Extra compensation for volunteer employees shall be reviewed by the Fire Chief or his/her designee) and administered per Strike Team Pay section of the Employee Handbook. The Board shall be advised of all compensation issued to the volunteer staff at a regularly scheduled Board meeting.

POLICY 19

Board Meetings

19.1 Regular meetings of the Board of Directors shall be held on the third Thursday of each calendar month at 6:00 PM in the Station 85 District Office, 1050 Wilson Blvd., El Dorado Hills, California. The date, time and place of regular Board meetings shall be reconsidered annually at the annual organizational meeting of the Board.

19.2 Special meetings (non-emergency) of the Board of Directors may be called by the Board President.

- (a) All Directors, the Fire Chief, District Counsel and the public shall be notified of the special Board meeting and the purpose or purposes for which it is called. Said notification shall be in writing, delivered to them at least 24 hours prior to the meeting. Notwithstanding the ability to schedule special meetings on 24 hours notice, the District shall endeavor to provide 72 hours notice of special meetings, unless circumstances prevent such notice, in the reasonable judgment of the member(s) calling for the meeting.
- (b) Newspapers of general circulation in the District, radio stations and television stations, organizations, and property owners who have requested notice of special meetings in accordance with the Ralph M. Brown Act (California

Government Code §54950 through §54926) shall be notified by a mailing unless the special meeting is called less than one week in advance, in which case notice, including business to be transacted, will be given by telephone during business hours as soon after the meeting is scheduled as practicable.

- (c) An agenda shall be prepared as specified for regular Board meetings in Policy No. 19 and shall be delivered with the notice of the special meeting to those specified above.
- (d) Only those items of business listed in the call for the special meeting shall be considered by the Board.

19.3 Special meetings (emergency). In the event of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board of Directors may hold an emergency special meeting without complying with the 24-hour notice required in Policy No. 19.2.a. Whenever possible, 24-hour notice will be provided. An emergency situation means a crippling disaster which severely impairs public health, safety, or both, as determined by the Fire Chief, Board President or Vice President in the President's absence.

- (a) Newspapers of general circulation in the District, radio stations and television stations which have requested notice of special meetings in accordance with the Ralph M. Brown Act (California Government Code §54950 through §54926) shall be notified by at least one hour prior to the emergency special meeting. In the event that telephone services are not functioning, the notice requirement of one hour is waived, but the Fire Chief, or his/her designee, shall notify such newspapers, radio stations, or television stations of the fact of the holding of the emergency special meeting, and of any action taken by the Board, as soon after the meeting as possible.
- (b) All rules governing special meetings shall be observed with the exception of the 24-hour notice. The minutes of the emergency special meeting, a list of persons the Fire Chief or designee notified or attempted to notify, a copy of the roll call vote(s), and any actions taken at such meeting shall be posted for a minimum of ten days in the District office as soon after the meeting as possible.

19.4 Adjourned Meetings. A majority vote by the Board of Directors may terminate any Board meeting at any place in the agenda to any time and place specified in the order of adjournment, except that if no Directors are present at any regular or adjourned regular meeting, the Fire Chief may declare the meeting adjourned to a stated time and place, and he/she shall cause a written notice of adjournment to be given to those specified in Policy No. 18.2.2 above.

19.5 Annual Election of Board Officers. The Board of Directors shall elect officers annually at their regular December meeting, unless otherwise deferred by a majority vote of the Board. At this meeting, the Board will elect a President, Vice President, and establish standing committee assignments from among its members to serve during the coming calendar year. The Board President shall set the standing committee and ad hoc committee assignments.

19.6 The Board President shall determine the order in which agenda items shall be considered for discussion and/or action by the Board.

19.7 The President and the Fire Chief shall ensure that appropriate information is available for the audience at meetings of the Board of Directors and that physical facilities for said meetings are functional and appropriate.

POLICY 20

Fire Chief's Annual Performance Evaluation

20.1 The Board shall conduct an annual performance evaluation for the Fire Chief and provide feedback to him/her. Each Board member shall individually provide a written evaluation of the Fire Chief in the format provided by the Administrative Committee. In no circumstance shall a Board member be relieved of this duty to perform a complete and thorough objective evaluation. The Administrative Committee shall compile the Board member feedback into one final evaluation document. The full Board shall review the evaluation and meet with the Fire Chief in closed session to discuss the results and establish developmental goals for the next year.

20.2 A template of the Fire Chief evaluation process including timeliness is available through District staff.

POLICY 21

Consequences of Policy Violation

21.1 Board members shall comply with all Board Policies and applicable Operations Policies. If a Board member is suspected of violating a Board Policy, they shall be notified (confidential discussion) of such by the Board President or Vice President (if the Board President is involved). If a Board member is suspected of violating an Operations Policy, the Fire Chief (and his/her designee) shall notify the affected Board Member(s) (confidential discussion) and subsequently contact the Board President or Vice President (if the Board President is involved) or the District's legal Counsel (if both the Board President and Vice President are involved).

21.2 Potential consequences to be administered following review by the full Board include, but are not limited to:

- a. Public Letter of Reprimand
- b. Vote of No-Confidence
- c. Resolution of Censure

POLICY 22

Board Meeting Agenda

22.1 The District Secretary, in cooperation with the Board President, shall prepare a draft agenda for each regular and special meeting of the Board of Directors at least 168 hours (7 days) prior to a regular meeting. Any Director may call the Board President and request any item to be placed on the agenda no later than 168 hours (7 Days) prior to the regular meeting date.

The Board president shall set the final agenda and authorizes its distribution at least 72 hours before the regular meeting.

22.2 Any member of the public may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors, subject to the following conditions.

- (a) The request must be in writing and be submitted to the Fire Chief together with supporting documents and information, if any, at least seven business days prior to the date of the meeting;
- (b) The Fire Chief shall review the request as to whether the item is a "matter directly related to District business", and forward a recommendation to the Board President on inclusion or exclusion of the item from the Board's agenda. If the item is excluded from the agenda the Board may, by a four-fifths majority vote (or a unanimous vote of those remaining if four-fifths of the Board is not present) add the item to that meeting's agenda if the Board determines that there is need to resolve the issue immediately and that it could not reasonably wait until the Board's next regular meeting or a Special Meeting called to address the issue in question. Any Director may request that the item be placed on the agenda of the Board's next regular meeting.
- (c) No matter which is legally a proper subject for consideration by the Board in closed session will be accepted under this policy;
- (d) The Board of Directors may place limitations on the total time to be devoted to a public request issue at any meeting and may limit the time allowed for any one person to speak on the issue at the meeting.

22.3 This policy does not prevent the Board from taking testimony during the public comments section of the agenda at regular and special meetings of the Board on matters which are not on the agenda which a member of the public may wish to bring before the Board. Members of the Board may provide a short response in order to provide background information or refer the matter to another agency but shall not deliberate upon or take action on such matters at that meeting.

22.4 At least 72 hours prior to the time of all regular meetings, an agenda, which includes but is not limited to all matters on which there may be discussion and/or action by the Board, shall be posted conspicuously for public review at all of the District's Fire Stations such that it is visible from the outside of the Station's main entrance.

- (a) The agenda for a special meeting shall be posted at least 24 hours before the meeting in the same locations.

POLICY 23
Board Meeting Conduct

23.1 Meetings of the Board of Directors shall be conducted by the President in a manner consistent with the policies of the District. Policy No. 24, "Rules of Order for Board and Committee Meetings", shall be used as a general guideline for meeting protocol.

23.2 All Board meetings shall commence at the time stated on the agenda and shall be guided by same.

23.3 The conduct of meetings shall, to the fullest extent possible, enable the Directors to:

- (a) Consider problems to be solved, weigh evidence related thereto, and make informed decisions intended to solve the problems; and,
- (b) Receive, consider and take any needed action with respect to reports of accomplishment of District operations.
- (c) Focus on the agenda item at hand and refrain from allowing discussions to expand into areas not specifically covered by the agenda.

23.4 Provisions for permitting any individual or group to address the Board concerning any item on the agenda of a special meeting, or to address the Board at a regular meeting on any subject that lies within the jurisdiction of the Board of Directors, shall be as follows:

- (a) Comments shall be limited to three minutes per person and twenty minutes for all comments, unless otherwise authorized by the Board.
- (b) No boisterous conduct shall be permitted at any Board meeting. Persistence in boisterous conduct shall be grounds for summary termination, by the President, of that person's privilege of address.
- (c) No oral presentation shall include charges or complaints against any District employee, regardless of whether or not the employee is identified in the presentation by name or by another reference which tends to identify. All charges or complaints against employees shall be submitted to the Fire Chief under provisions contained in Policy No. 4.

23.5 Willful disruption of any of the meetings of the Board of Directors shall not be permitted. If the President finds that there is in fact willful disruption of any meeting of the Board, he/she may order the disrupting parties out of the room and subsequently conduct the Board's business without them present.

- (a) After clearing the room of disruptive individuals, the President may permit those persons who, in his/her opinion, were not responsible for the willful disruption to remain in the meeting room.

- (b) Duly accredited representatives of the news media, whom the President finds not to have participated in the disruption, shall be permitted to remain in the meeting.
- (c) During closed sessions, the Directors must:
 - (i) Maintain complete confidentiality of all discussions held with the exception of reporting back in open session the board direction or action taken.
 - (ii) Be diligent in sticking to the agenda subject, and stopping any discussion which may stray from the agenda.

POLICY 24

Board Actions and Decisions

24.1 Actions by the Board of Directors include but are not limited to the following:

- (a) Adoption or rejection of regulations or policies;
- (b) Adoption or rejection of a resolution;
- (c) Adoption or rejection of an ordinance;
- (d) Approval or rejection of any contract or expenditure;
- (e) Approval or rejection of any proposal which commits District funds or facilities, including employment and dismissal of personnel; and,
- (f) Approval or disapproval of matters that require or may require the District or its employees to take action and/or provide services.

24.2 Action can only be taken by the vote of the majority of the Board of Directors. Three (3) Directors represent a quorum for the conduct of business. Actions taken at a meeting where only a quorum is present, therefore, require all three votes to be effective (unless a 4/5 vote is required by policy or other law).

- (a) A member abstaining in a vote is considered as absent for that vote.
 - (i) Example. If three of five Directors are present at a meeting, a quorum exists and business can be conducted. However, if one Director abstains on a particular action and the other two cast "aye" votes, no action is taken because a "majority of the Board" did not vote in favor of the action.
 - (ii) Example. If an action is proposed requiring a four-fifths vote and two Directors abstain, the proposed action cannot be approved because four of the five Directors would have to vote in favor of the action.

- (iii) Example. If a vacancy exists on the Board and a vote is taken to appoint an individual to fill said vacancy, three Directors must vote in favor of the appointment for it to be approved. If two of the four Directors present abstain, the appointment is not approved.

24.3 The Board may give directions that are not formal action. Such directions do not require formal procedural process. Such directions include the Board's directives and instructions to the Fire Chief.

- (a) The President shall seek consensus prior to stating a Board directive. When consensus cannot be reached, the President shall establish the direction. In all cases, the President shall state the direction for clarification and recording into the meeting minutes. Should any two Directors challenge the statement of the President, a voice vote may be requested.
- (b) A formal motion may be made to place a disputed directive on a future agenda for Board consideration, or to take some other action (such as refer the matter to the Fire Chief for review and recommendation, etc.).

POLICY 25

Review of Administrative Decisions

25.1 The provisions of §1094.6 of the Code of Civil Procedure of the State of California shall be applicable to judicial review of all administrative decisions of the Board of Directors pursuant to the provisions of §1094.5 of said code. The provisions of §1094.6 shall prevail over any conflicting provision and any otherwise applicable law, rule, policy or regulation of the District, affecting the subject matter of an appeal.

25.2 This policy affects those administrative decisions rendered by the Board of Directors governing acts of the District, in the conduct of the District's operations and those affecting personnel operating policies.

25.3 The purpose of this policy is to ensure efficient administration of the District, and the expeditious review of decisions rendered by the Board of Directors.

POLICY 26

Minutes of Board Meetings

26.1 The Secretary of the Board of Directors shall keep minutes of all regular and special meetings of the Board or may delegate to the Recording Secretary.

- (a) Copies of a meeting's minutes shall be distributed to Directors as part of the information packet for the next regular meeting of the Board, at which time the Board will consider approving the minutes as presented or with modifications.

Once approved by the Board, the official minutes shall be maintained by the district indefinitely.

(b) All regular and special meetings of the Board of Directors shall normally be audio recorded. These recordings shall be maintained for a minimum of 5 years from the date of the meeting. Copies of the recorded audio shall be made available to the public upon written request per Section 5 of this Policy Manual.

(c) Motions, resolutions or ordinances shall be recorded in the minutes as having individual votes to be recorded via roll call by the Secretary of the Board. All resolutions and ordinances adopted by the Board shall be numbered consecutively, starting new at the beginning of each year. In addition to other information that the Board may deem to be of importance, the following information (if relevant) shall be included in each meeting's minutes:

Date, place and type of each meeting;
Directors present and absent by name;
Administrative staff present by name;
Call to order;
Time and name of late arriving Directors;
Time and name of early departing Directors;
Names of Directors absent during any agenda item upon which action was taken;
Summary record of staff reports;
Summary record of public comment regarding matters not on the agenda, including names of commentators;
Approval of the minutes or modified minutes of preceding meetings;
Approval of financial reports;
Complete information as to each subject of the Board's deliberation;
Record of the voice vote on Motions;
Record of each Director's vote for Resolutions and Ordinances;
Resolutions and ordinances described as to their substantive content and sequential numbering;
Record of all contracts and agreements, and their amendment, approved by the Board;
Approval of the preliminary and final annual budget;
Approval of all policies, rules and/or regulations;
Approval of all dispositions of District assets;
Approval of all purchases of District assets;
All direction given by the Board to staff; and,
Time of meeting's adjournment.

26.2 Effective November 15, 2012, the Board adopted the agenda/action item format for future Board meeting minutes.

POLICY 27
Rules of Order for Board and Committee Meetings

27.1 General.

(a) Action items shall be brought before and considered by the Board by motion in accordance with this policy. These rules of order are intended to be informal and applied flexibly. The Board prefers a flexible form of meeting and, therefore, does not conduct its meetings under formalized rules - Robert's Rules of Order.

(i) If a Director believes order is not being maintained or procedures are not adequate, then he/she should raise a point of order - not requiring a second - to the President. If the ruling of the President is not satisfactory to the Director, then it may be appealed to the Board. A majority of the Board will govern and determine the point of order.

(ii) Generally, matters brought before the Board will be announced by the President. The item will be presented by a Director or Staff member. The presentation will provide historical background, issues involved and a recommendation for appropriate action. Upon conclusion of the presentation, Board members will be allowed an opportunity to question the presenter and/or engage in Board discussion. Thereafter, the President shall open the item for public comment, at which point any member of the public may address the Board regarding the item. Reasonable time limits may be imposed upon public comment, both individual and cumulative. After hearing all who wish to address the Board, the item shall be closed to public comment and returned to the Board for discussion and action, as outlined below. The President may deviate from these rules as necessary to maintain order or to ensure that appropriate public input is received prior to Board action.

27.2 Obtaining the Floor.

(a) Any Director desiring to speak should address the President and, upon recognition by the President, may address the subject under discussion.

27.3 Motions.

(a) Any Director, including the President, may make or second a motion. A motion shall be brought and considered as follows:

- (i) A Director makes a motion; another Director seconds the motion; and the Board Secretary restates the motion.
- (b) Once the motion has been restated by the Board Secretary, it is opened to Board discussion. The President will then call for the vote.
 - (i) If the public in attendance has had an opportunity to comment on the proposed action, any Director may move to immediately bring the question being discussed to a vote, suspending any further discussions. The motion must be made, seconded, and approved by a majority vote of the Board.

27.4 Secondary Motions. Ordinarily, only one motion can be considered at a time and a motion must be disposed of before any other motions or business is considered. There are a few exceptions to this general rule, though, where a secondary motion concerning the main motion may be made and considered before voting on the main motion.

- (a) Motion to Amend. A main motion may be amended before it is voted on, either by the consent of the Directors who moved and seconded, or by a new motion and second.
- (b) Motion to Table. A main motion may be indefinitely tabled before it is voted on by motion made to table, which is then seconded and approved by a majority vote of the Board.
- (c) Motion to Postpone. A main motion may be postponed to a certain time by a motion to postpone, which is then seconded and approved by a majority vote of the Board.
- (d) Motion to Refer to Committee. A main motion may be referred to a Board committee for further study and recommendation by a motion to refer to committee, which is then seconded and approved by a majority vote of the Board.
- (e) Motion to Close Debate and Vote Immediately. As provided above, any Director may move to close debate and immediately vote on a main motion.
- (f) Motion to Adjourn. A meeting may be adjourned by motion made, seconded, and approved by a majority vote of the Board before voting on a main motion.

27.5 Decorum.

- (a) The President shall take whatever actions are necessary and appropriate to preserve order and decorum during Board meetings, including public hearings. The President may eject any person or persons making personal, impertinent or slanderous remarks, refusing to abide by a request from the President, or otherwise disrupting the meeting or hearing.

(b) The President may also declare a short recess during any meeting.

POLICY 28
Historical Board Approved Policies Related to Previous
Board Policies

28.1 All previous Board policies and resolutions that are not in conflict with this Board Policy Manual remain in full force. Previously adopted policies shall be liberally construed to effectuate consistency with this Policy Manual. Where clear and direct conflicts exist, this Policy Manual shall control.

The undersigned hereby acknowledges and represents that the foregoing constitutes the El Dorado Hills County Water District Board of Directors' Policy Manual as duly adopted by the Board of Directors at its meeting duly held on December 22, 2016.

Executed this 22nd day of December, 2016.

President

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify:

That I am the duly elected and acting Secretary of the EL DORADO COUNTY HILLS WATER DISTRICT, a local public entity located within the County of El Dorado, State of California; and

That the foregoing El Dorado Hills County Water District Board of Directors' Policy Manual constitutes the Policy Manual of said District as duly adopted at the meeting of the Board of Directors thereof duly held on December 22, 2016.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 22nd day of December, 2016.

Board Secretary

EL DORADO HILLS COUNTY WATER DISTRICT
Board of Directors Policy Manual

ADDENDUMS

NUMBER	ADDENDUM TITLE	ADOPTED	PAGE
1	Community Meeting Room Policy	10/20/2016	27
2	Signboard Policy	07/16/09	32
3	Reserve Fund Policy	03/17/2016	33
4	Investment Policy	10/20/2016	35

ADDENDUM 1
(Adopted July 16, 2009; Updated October 20, 2016)
COMMUNITY MEETING ROOM POLICY

Conference Room Usage

Section: I. Administration

Sub-Section: A. General

Number: 4. Conference Room Usage

Pages: 4

Adopted: 10/16/1996

Revised and Adopted by the Board: 10/20/2016

PURPOSE

- To establish guidelines for non-departmental use of all El Dorado Hills Fire Department Community Rooms by groups unaffiliated with the Fire Department. Fire Administration is responsible for implementation of this policy and coordinates use of all Community Room facilities. Failure to comply with the provisions of this policy may result in denial of approval for use of the facilities, withdrawal of approval at any time without prior notice, and/or denial of future use of the facilities.

- The usage of the Fire Department Community Rooms does not constitute Fire Department endorsement of points of view expressed by any group or organization. Advertisements or announcements implying such endorsement are prohibited.

RESPONSIBILITY

- Chief
- Director of Finance
- Administrative Assistant

PROCEDURE

- 1) The EDHFD meeting room may be utilized at no charge by the following organizations:
 - a) El Dorado County Government agencies, Fire Departments, Sheriff, CHP, Fire Safe Councils, CSD, Red Cross, and other emergency service organizations, etc.
 - b) Recognized non-profit, community organizations may use the meeting room for meetings associated with public purposes. Users may be El Dorado Hills based homeowners groups; neighborhood associations; non-profit community groups or organizations that are open to the public; and

public schools whose purposes are not related to fundraising or fee-related events.

- 2) Meetings must be booked by submitting a request form online at www.edhfire.com five days in advance of requested meeting date and **within 30 days of requested meeting date**. Please allow three business days for confirmation. After the meeting date is confirmed, the meeting organizer must come to the Administration Office during business hours no sooner than the closest business day prior to the date of the meeting. The meeting organizer will be responsible for signing the usage contract, submitting a Security Deposit of \$100 in the form of a check made payable to the EDHFD and will be given a key for the office doors, if necessary. The applicant will be responsible for charges incurred if the key is not returned by the next business day or if the room has not been left in good order. A key return box is available at the Administrative Office if using the meeting room at Station 85. ***Security deposit checks will be shredded after inspection of room and key return (if applicable).***
- 3) To avoid monopolization of the room, **usage is limited to four times per year**. Groups or organizations who incur excessive "No Show" bookings will be denied future use of the rooms. Groups who violate any of the restrictions set forth herein, or violate usage rules promulgated from time to time shall be denied future use of the room.
- 4) Groups may not exceed the fire code occupancy: 114 people for Station 85; 20 people for Station 86; 25 people for Station 92.
- 5) The meeting room may be used for ***official business purposes only***. Parties, social gatherings, fundraising, partisan political activities, religious and private business activities are excluded from the use of the meeting room. The room is not conducive to minor's activities or any use which involves or includes physical exercise, running, jumping, dancing, game playing, or similar activities, the nature in which might cause wear and tear to the furniture, fixtures, wall coverings, window coverings or floor coverings. El Dorado Hills Fire Department retains ultimate authority with regard to approval or disapproval of any given use and reviews each event prior to authorization or final approval to ensure the safety of the use and that equipment and furnishings will not damage the facilities.
- 6) Fire Administration may cancel any approved use of the facilities at any time for any reason. If available, the Department will offer the use of another Department facility. **Fire Department use of all of its facilities should at all times have higher priority than non-department use.** The Community Rooms are an integral part of the normal District operations. These rooms are routinely utilized by the District and affiliated entities for training, instruction, meetings, etc. Other uses are subject to cancellation or rescheduling at any time due to District requirements.

- 7) Groups, organizations or individuals hereby agree that during the use of the facility, they shall not exclude any person from participation in, or deny anyone the benefits of their services or assets or the use of the facility, or otherwise subject any person to discrimination of any sort because of age, race, color, disability, or national origin.
- 8) The person requesting the use of a Community Room shall be the primary contact for the group, but the group itself will be held liable for compliance with all provisions contained in this Policy. If the primary contact cannot be present during the entire scheduled time, another individual must be appointed to be responsible and accountable. Subleasing of the Facility is prohibited. The group or organization is responsible for maintaining the orderly conduct of all its guests/speakers, etc., ensuring admittance to the facilities of approved personnel only, informing all admitted of the rules by which they must abide, compliance with the rules by all guests/participants, and for any damage to the facility and its contents. The group or organization must ensure that events are adjourned and facilities vacated at the specified end time. Repeated end-time violations may result in denial of further facility use.
- 9) Tables and chairs are provided at no charge and must be returned to the configuration posted or returned to the original layout. Equipment, supplies or personal belongings of any group may not be stored in the community rooms. No decoration may be attached to painted walls or ceiling tiles. No decorations are allowed on the exterior of the building. Any use of decorations shall be that which will not leave any damage to walls of facilities and must be removed and properly disposed of. Telephone use (where available) is restricted to local calls only.

EL Dorado Hills Fire Department does not provide usage of Laptops, Projectors, A/V Equipment, or Technical Support.

- 10) Food and beverages (non-alcoholic) are allowed in meeting facilities, however the room must be left clean or a clean-up fee will be assessed. No cooking is allowed unless expressly authorized. Consumption of alcoholic beverages and use of tobacco products are strictly prohibited on District property.
- 11) Groups shall promptly report any damage done to the facility. Groups damaging furniture, carpeting or walls will be assessed a damage fee relative to the restoration cost. Repeated instances of failure to clean will lead to room charges and/or revocation of use privileges.
- 12) The El Dorado Hills Fire Department assumes no responsibility for loss or damage to possessions of, or equipment and materials used by user groups, individual attendees, their employees or volunteers, nor for any injury to any person as a result of, or in any way arising from, any given use of the facility.

Users must agree to indemnify and hold harmless the El Dorado Hills Fire Department against any and all claims, actions or causes of action, whether relating to personal injury or loss or damage to any item, which results from or in any way arises out of the use of any meeting room facility. The Fire Department is not responsible for theft or damage, nor will any storage space be provided to groups or organizations.

- 13) Subject to the provisions regarding exercise of First Amendment rights, Fire Administration reserves the right to refuse or revoke permission for the use of meeting rooms to any group or individual whose activities, use or proposed use, endanger any property or person, or interfere with any other use of the property upon which the Facilities are located, or of the Facilities, in the sole and absolute discretion of the Chief.

(EXAMPLE)
El Dorado Hills Fire Department
Application for Use of Meeting Rooms

PRINT Clearly

Incomplete applications will be returned

Call (916) 933-6623 for availability of your preferred dates. Enter the approved dates below:
(You may request dates through end of year. Reservations may be renewed annually after October 10th for the following year.)

Date One: _____ Start Time: _____ End Time: _____

Date Two: _____ Start Time: _____ End Time: _____

Date Three: _____ Start Time: _____ End Time: _____

Organization: _____ Today's Date: _____

Primary Contact: _____ (w) Phone: _____

Address: _____ City: _____ Zip: _____

email Address: _____ Fax: _____

Driver's License #: _____ (h) Phone: _____

Secondary Contact: _____ (w) Phone: _____

Driver's License #: _____ (h) Phone: _____

Purpose of Use: _____ Expected # of
Attendees: _____

Answer ALL of the following questions

1. Is this group an El Dorado Hills community or Fire Department organization? ☐ Yes ☐ No
2. Is this group sponsored by the Fire Department? ☐ Yes ☐ No If yes, which department?
3. Do the majority of participants live in El Dorado Hills? ☐ Yes ☐ No
4. Is this group from an area school? ☐ Yes ☐ No If yes, which one?
5. Is this group a profit oriented business concern? ☐ Yes ☐ No
6. Do attendees pay a fee to participate in the scheduled meetings? ☐ Yes ☐ No
7. Is this event specifically for the marketing or selling of a product or service? ☐ Yes ☐ No
8. Is this meeting open to the public? ☐ Yes ☐ No
9. Will any events held be for fundraising purposes? ☐ Yes ☐ No
10. Does this event sponsor a particular political party or individual? ☐ Yes ☐ No

*I affirm that I have read and will abide by the rules outlined in the
El Dorado Hills Fire Department Community Meeting Room Policy.*

Signature of Primary Contact

Signature of Secondary Contact

ADDENDUM 2
(Adopted July 16, 2009)
SIGNBOARD POLICY

PURPOSE

To inform the residents of this community of fire preventions messages, Department announcements and events of interest to the public the El Dorado Hills Fire Department shall maintain electronic signboards located at stations throughout the District.

RESPONSIBILITY

- Chief
- Chief Financial Officer
- Administrative Assistant

PROCEDURE

- Posted community events shall represent a wide spectrum of the residents of El Dorado Hills and shall not be limited to specific individuals, clubs or groups
- Non-profit or governmental organizations shall submit signboard requests in writing ten (10) days prior to the event.
- All requests shall be approved or denied by the Chief or Chief Financial Officer, or designee, prior to being posted on the signboard and actual message content must similarly be approved prior to posting.
- The use of the sign shall be set by the Fire Department and shall be based on priority and first come-first-served basis.
- All fire prevention messages and Fire Department announcements shall take priority.
- The Fire Department reserves the right to reject posting of any announcement or message or to terminate posted messages at any time, as necessary.
- The following message categories are ineligible for posting:
 - Religious worship messages/announcements
 - Partisan political announcements
 - For profit activities
 - Offensive messages
 - Any message, which in the sole discretion of the Chief, Chief Financial Officer, or designee, is not of general public interest or which in any way conflicts with the mission of the District

Message posting is intended as a voluntary community service only and the District, by establishing this policy, does not intend to bind or commit itself to the posting of any particular message

ADDENDUM 3
(Adopted March 17, 2016)
RESERVE FUND POLICY

The Board shall set aside sufficient funds for unforeseen significant operating expenditures, future capital replacement costs, contingent/underfunded pension and other benefit liabilities hereinafter referred to as the “Reserve Fund Policy”.

This Reserve Fund Policy shall document the Board’s approach to establishing and maintaining adequate financial reserves, including the methodology for calculating reserve levels and a timeframe for meeting desired reserve targets. This will be accomplished by using a phased approach where necessary to balance with current budget constraints, cash-flow projections and existing reserve balances.

The Board shall establish and maintain specific reserves as follows (hereinafter referred to collectively as “Accumulated Reserves”):

Operating Reserve Fund (ORF)

Local government agencies and Special Districts receive Property Tax revenue as their primary source of cash in December and April each year. Because of the timing of this funding, there are times during the year that cash outflows exceed inflows. The Operating Reserve Fund is intended to ensure adequate cash is available at all times for the department to continue in its normal course of business. It is also intended to serve as a backup source of cash if an extraordinary event were to occur that disrupts the normal revenue collection cycle.

The ORF shall be funded to cover a minimum of six (6) months of Operating Expenses based on the prior fiscal year adopted final budget. For the purpose of this policy, “Operating Expenses” are defined as budget accounts included in the Salaries/Benefits and Service/Supplies categories.

Any funds expended from the ORF will be replenished with the subsequent Property Tax collections.

Capital Replacement Reserve Fund (CRRF)

The annual provision to the Capital Replacement Reserve Fund shall be based on an approved annual Capital Improvement Plan as well as an independent five-year study of existing depreciated facilities and equipment costs. The Board shall provide for the annual contribution so as to accumulate sufficient funds to replace, repair or restore its capital assets at the end of their useful lives. This would include assets not reasonably expected to be funded by future Development Fees.

Estimated replacement costs at the date of the five-year study shall be utilized for such calculations (including a 2% annual inflation factor thereafter until the next five-year study) and not actual costs. The Board shall not expend CRRF reserve funds for any other

purpose other than to repair, replace or restore such facilities and equipment as deemed necessary to maintain appropriate levels of service to the community. The Board may, by a supermajority (4/5) vote, declare a “Financial Emergency”. With this declaration, CRRF reserve funds, up to a maximum of thirty-three (33%) percent of the CRRF would be available to fund agency operations annually.

Pension and Benefit Reserve Funds (PBRF)

The Board shall set aside PBRF reserves for the purpose of managing underfunded Pension and Other Post Retirement Benefit (OPEB) liabilities as identified in their respective actuarial reports.

a. Pension Liability

- a. At a minimum, the Board will make the annual “Employer Required Contribution” (ERC) to fund the Pension liability for all Safety and Non-Safety employees out of annual operating funds and not PBRF reserves.
- b. Secondly, the Board shall maintain adequate PBRF reserve funds by making additional annual transfers to the PBRF reserve to ensure that the funded ratio remains at a minimum of 75% funded as identified in the most current PERS Actuarial report with a goal to achieve minimum 80% funding by Fiscal 2021.
- c. In no case, shall the Board reduce the PBRF reserves for any other purpose other than to make additional payments to PERS or invest in a PARS established investment account as established by the Board.

b. OPEB Liability

- a. At a minimum, the Board will make the annual “Annual Required Contribution” (ARC) to fund the OPEB liability for all Safety and Non-Safety employees out of annual operating funds and not PBRF reserves.
- b. Secondly, the Board is to make additional annual contributions to ensure that the “Actuarial Accrued Liability” is reduced each year as identified in the bi-annual OPEB Actuarial report.
- c. Thirdly, the Board shall designate appropriate funds over the next five years to achieve a minimum of 75% funded OPEB liability by Fiscal 2021.
- d. Lastly, transfers to the OPEB fund cannot be re-designated for any other purpose.

The Board shall evaluate all Accumulated Reserves in accordance with this Reserve Fund Policy as part of its annual budgeting process and make adjustments to the reserves when adopting the annual budget.

The Board shall not expend funds designated in any specific reserve funds for any purpose other than in accordance with this Reserve Fund Policy. Reserve fund transfers not adopted by the final budget can be made only with majority vote of the Board.

ADDENDUM 4
(Adopted October 20, 2016)
INVESTMENT POLICY

I. POLICY

It is the policy of the El Dorado Hills County Water District ("the District") to invest funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District and conforming to all state and local statutes governing the investment of public funds.

II. SCOPE AND FUNDS

This investment policy applies to all surplus financial assets of the District that are under its span of control unless specifically exempted by statute or resolution. These funds are accounted for in the District's Annual Financial Statements and include:

- a) General Reserve Fund
- b) Capital Replacement Fund
- c) Any new fund created by the Board of Directors unless specifically exempted.

III. PRUDENCE

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

The standard of prudence to be used by investment officers shall be the "prudent investor" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

IV. OBJECTIVE

1. **Safety:** Safety of principal is the primary objective of the investment program. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.
2. **Liquidity:** The District's secondary objective is to ensure that the investment portfolio will remain sufficiently liquid to enable the District to meet all operating requirements which might be reasonably anticipated.
3. **Return on Investment:** The District's tertiary objective is to ensure that the investment portfolio shall be designed with the goal of attaining a benchmark rate of return throughout budgetary and economic cycles, commensurate with the

District's investment risk constraints and the cash flow characteristics of the portfolio.

V. BOARD RESPONSIBILITIES

The District Board of Directors is responsible for reviewing the Investment Policy on an annual basis and making modifications as needed. It is also the Board's responsibility to select Brokers, establish safekeeping accounts, enter into wire transfer agreements, banking service contracts, and collateral/depository agreements. The Board shall approve all financial institutions from which securities are purchased. In selecting financial institutions for the deposit or investment of District funds, the Board will consider the credit rating of the institutions. The Board of Directors delegates authority to the Fire Committee to guide the Director of Finance in making investment transactions.

VI. DELEGATION OF AUTHORITY

Authority to manage the District's investment program is derived from California Government Code 53601. Management responsibility for the investment program is hereby delegated to the District's Director of Finance, who shall be responsible for all transactions undertaken and shall establish a system of controls to regulate activities of subordinate officials, and their procedures in the absence of the Director of Finance. This delegation is for a period of one (1) year, as authorized by California Government Code Section 53607. This delegation shall be reviewed annually at the regular September Board of Director's meeting, at which formal action shall be taken to either continue such delegation of authority or to allow such delegation to expire. No person may engage in an investment transaction except as provided under the terms of this policy.

VII. ETHICS AND CONFLICT OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that conflicts with proper execution of the investment program, or impairs their ability to make impartial investment decisions. The Board of Directors and Director of Finance are required by the Fair Political Practices Commission to complete and file a Form 700 annually.

VIII. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The District shall transact business only with banks, associations, and with broker/dealers licensed by the State of California. The broker/dealers should be primary government dealers regularly reporting to the New York Federal Reserve Bank, or regional dealers that qualify for SEC Rule 15c3-1 (uniform net capital rule).

IX. AUTHORIZED AND SUITABLE INVESTMENTS

The District is governed by the Health and Safety Code Section 9066 and Government Code, Sections 53600, 16429.1 and 53684, et seq.

A. Prohibited Investments: The District's Investment Policy specifically **prohibits** the investment of any funds subject to this policy in the following securities:

Derivative securities, as defined in Government Code Section 53601.6, as any security that derives its value from an underlying instrument, index, or formula, are prohibited. The derivative universe includes, but is not limited to, structured and range notes, securities that could result in zero interest accrual if held to maturity, variable rate, floating rate or inverse floating rate investments, and mortgage derived interest or principal only strips.

B. Permitted Investments: The District's Investment Policy further restricts the permitted investments to those listed in the table below.

Reference	Type of Investment	Cal Gov Code % of Funds Permitted	District % Funds Authorized*	Cal Gov Code Maximum Final Maturity
I.1	Bonds issued by the District or agency of the District	100 %	100%	5 Years
I.2	United States Treasury notes, bonds, bills or certificates of indebtedness	100 %	100% 30 % of a single issue	5 Years
I.3	Registered State (CA) warrants or treasury notes or bonds	100 %	100 % 40 % of a single issuer 10% of a single issue	5 years
I.4	Other State of California Local Agency bonds, notes, warrants or other evidence of indebtedness	100 %	100 % 40 % of a single issuer 10% of a single issue	5 years
I.5	Federal Agency or U.S. government sponsored enterprise (GSE) obligations	100 %	100 % 40 % of a single issuer 10% of a single issue	5 years
I.6	Banker's Acceptances,	40 % 30% of a single issuer	40 % 5% of a single issuer	180 days
I.7	Commercial Paper of "Prime" quality	25% 10% of a single issuer	25% 5% of a single issuer	270 days
I.8	Negotiable Certificates of Deposits	30 %	30 %	5 years

			5% of a single issuer	
I.9	Medium Term Corporate Notes	30 %	30 % 5% of a single issuer	5 years
I.10	Shares of beneficial interest, Mutual Funds	20 % 10% of a single fund	20 % 10 % of a single fund	N / A
I.11	Any mortgage pass through security	20%	20%	5 years
I.12a	State of California Local Agency Investment Fund	100%	100%	N / A
I.12b	El Dorado County Investment Pool	100%	100%	N / A
I.12c	Investment Trust of California (CalTRUST)	100%	100%	N / A

* All percentage limitations will be valued/calculated at the time of purchase based on the most recently Board approved report of investment balances.

For investments in Bankers Acceptances, Commercial Paper, Negotiable Certificates of Deposit, and Medium Term Corporate Notes, the policy limitation of 5% per single issuer applies to the aggregate amount of funds invested in all category investments to a single issuer, including subsidiary companies.

C. Investment Descriptions: The following is a description and respective District Investment Policy limitations to each asset class or security:

I.1 Bonds issued by a District or agency of a District are defined as “including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency or by a department, board, agency, or authority of the local agency.”

I.2 United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

I.3 Registered State (CA) warrants, notes or bonds of this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the state or a department, board, agency, or authority of the state.

I.4 Other State of California Local Agency bonds, notes, warrants or other evidence of indebtedness of any local agency within this state, including bonds payable solely out of the revenues from a revenue-producing property owned,

controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.

I.5 Federal Agency or U.S. government sponsored enterprise (GSE) obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.

I.6 Banker's Acceptances (BA) otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. The District's Investment Policy restricts purchases to a maximum of 180 days to maturity, 40% of the book value of the portfolio funds and 5% of the book value of the portfolio funds in a single issuer.

I.7 Commercial Paper (CP) of "Prime" quality is defined as having the highest ranking or the highest letter and number rating as provided for by a nationally recognized statistical-rating organization (NRSRO). The issuer must meet the following:

1. Is organized and operating in the United States as a general corporation, has total assets in excess of five hundred million dollars (\$500,000,000), has debt other than commercial paper, if any, that is rated "A" or higher by a NRSRO;
2. Is organized within the United States as a special purpose corporation, trust, or limited liability company, has programmable credit enhancements including, but not limited to, overcollateralization, letters of credit, or surety bond, has commercial paper rated "A-1" or higher, or the equivalent, by a NRSRO.

The District's Investment Policy restricts purchases to a maximum maturity of 270 days, 25% of the book value of portfolio funds and 5% of the book value of the portfolio funds to a single issuer.

I.8 Negotiable Certificates of Deposits (NCD) are defined as issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a state licensed branch of a foreign bank. The District's Investment Policy restricts purchases to a maximum maturity of twenty years, 30% of the book value of the portfolio funds and 5% of the book value of the portfolio funds to a single issuer.

I.9 Medium Term Corporate Notes (MTN), defined as all corporate and depository institution debt securities with a maximum remaining maturity of ten years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this category shall be rated "A" or better by: Moody's, Standard & Poor's or Fitch,

and shall not include other instruments authorized in Section 11.6 of the Policy (i.e. "Federal Agency" Medium Term Notes are classified as "Federal Agencies"). Purchases in this category shall not exceed ten years to maturity or 30% of the book value of the Portfolio. Purchases in a single issuer in this category shall not exceed 5% of the book value of the Portfolio.

I.10 Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Committee under the Investment Company Act of 1940. The company shall have met either of the following criteria:

1. Attained the highest ranking or the highest letter and numerical rating provided by not less than two of the following: Moody's, Standard & Poor's or Fitch.
1. Retained an investment adviser registered or exempt from registration with the Securities and Exchange Committee with not less than five years' experience managing money market mutual funds with assets under management in excess of five hundred million dollars (\$500,000,000).

The purchase price of shares of beneficial interest, (mutual funds) purchased pursuant to this subdivision shall not include any Committee that these companies may charge.

Investments in this category shall be restricted to money market mutual funds that seek to maintain a Net Asset Value of \$1. Money market mutual funds provide daily liquidity; therefore, there is no final stated maturity for this investment category. Investments in mutual funds shall be restricted to Funds that have the highest ranking or the highest letter and numerical rating provided by not less than two of the following nationally recognized statistical rating organizations: Moody's, Standard & Poor's or Fitch. Purchases in this category shall not exceed 20% of the book value of the Portfolio. Purchases in a single mutual fund shall not exceed 10% of the book value of the Portfolio.

I.11 Any mortgage pass-through security, collateralized mortgage obligation, mortgage-backed or other pay through bond, equipment lease-backed certificate, consumer receivable pass-through certificate, or consumer receivable-backed bond of a maximum of five year's maturity. Securities eligible for this investment shall be issued by an issuer having an "A" or higher rating for the issuer's debt as provided by a nationally recognized rating service. Purchase of securities may not exceed 20 percent of the agency's surplus money that may be invested.

I.12 State & Local Pools include the Local Agency Investment Fund, the El Dorado County Investment Pool and the Investment Trust of California (CalTRUST) Pool. The District may invest in the Local Agency Investment Fund (LAIF) established by the State Treasurer under Government Code Section 16429.1 for the benefit of local agencies. The District may also invest in the El

Dorado County Investment Pool as permitted under the Government Code Section 53684 and in the CalTRUST Pools as permitted under Government Code Section 53601.

Local Agency Investment Fund (LAIF)

Government Code Section 16429.1 further provides for investment in the Local Agency Investment Fund. The District may invest in the Local Agency Investment Fund administered and managed by the State of California, as stated and defined in § 16429.1. LAIF provides daily liquidity; therefore, there is no final stated maturity for this investment category.

- (a) Any monies deposited in the State Treasury for investment pursuant to this section are not subject to impoundment or seizure by any state official or agency while the funds are so deposited.

El Dorado County Treasury

Government Code Section 53684 allows local agencies to deposit excess funds into the El Dorado County Treasury for purposes of investment by the El Dorado County Treasurer. See Government Code Section 53684 Alternative Procedure for investment of excess funds.

- (a) Unless otherwise provided by law, if the Treasurer of any local agency, or other official responsible for the funds of the local agency, determines that the local agency has excess funds which are not required for immediate use, the Treasurer or other official responsible for the funds of the local agency, determines that the local agency has excess funds which are not required for immediate use, the Treasurer or other official may upon the adoption of a resolution by the legislative or governing body of the local agency authorizing the investment of funds pursuant to this section and with the consent of the County Treasurer, deposit the excess funds in the county treasury for the purpose of investment by the county treasurer pursuant to Government Code Sections 53601 or 53635.
- (b) The County Treasurer shall, quarterly, apportion any interest or other increment derived for the investment of funds pursuant to this section in an amount proportionate to the average daily balance of the amounts deposited by the local agency and district.
- (c) In conjunction with the monthly report required to be prepared pursuant to subdivision (b) of Government Code Section 53646, the County Treasurer shall provide the information described in that subdivision to the Treasurer or other official responsible for the funds of any local agency which has funds on deposit in the county treasury and that information shall, except as otherwise provided in paragraph (4) of subdivision (b) of Government Code Section be included by the

Treasurer or other official in a monthly report to the legislative or governing body of the local agency.

- (d) The Treasurer or other official responsible for the funds of the local agency may withdraw the funds of the local agency at any time but shall give the county treasurer 30 days written notice of his or her intent to withdraw the funds.
- (e) Any monies deposited in the County Treasury for investment pursuant to this section are not subject to impoundment or seizure by any county official or agency while the funds are so deposited.
- (f) This section is not operative in any county until the board of supervisors of the county, by majority vote, adopts a resolution making this action operative in the county.
- (g) It is the intent of the Legislature in enacting this section to provide an alternative procedure to Government Code Section 51301 for local agencies to deposit money in the County Treasury for investment purposes. Nothing in this section shall, therefore, be construed as a limitation on the authority of a county and an agency to contract for the County Treasurer to perform treasury functions for an agency pursuant to Government Code Section 51301.

The District may invest in the El Dorado County Investment Pool administered and managed by the El Dorado County Treasurer in accordance with the provisions of Government Code Section 53684.

D. INVESTMENT POOLS/MUTUAL FUNDS

A thorough investigation of the pool/funds is required prior to investing, and on a continual basis. Information should be obtained from the pool/fund regarding each of the following operational areas:

- A description of eligible investment securities, and a written statement of investment policy and objectives.
- A description of interest calculations and how interest is distributed, and how gains and losses are treated.
- A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced and the program is audited.
- A description of who may invest in the program, how often, and the permissible size of deposit and withdrawal.
- A schedule for receiving statements and portfolio listings.
- Whether reserves, retained earnings, etc. are utilized by the pool/fund.
- A fee schedule, and when and how it is assessed.
- Whether the pool/fund is eligible for bond proceeds and/or whether it will accept such proceeds.

E. COLLATERALIZATION

Collateral is required for investments in certificates of deposit, repurchase agreements and reverse repurchase agreements. In order to reduce market risk, the collateral level will be at least 102% of market value of principal and accrued interest. The only securities acceptable as collateral shall be direct obligations which are fully guaranteed as to principal and interest by the United States Government or any agency or government sponsored enterprise of the United States.

F. SAFEKEEPING AND CUSTODY

All security transactions entered into by the District shall be conducted on a delivery-versus payment (DVP) basis. Securities will be held by a third party custodian designated by the Director of Finance and evidenced by safekeeping receipts.

G. DIVERSIFICATION

The District will diversify its investments by security type, issuer and maturity in order to reduce the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer or a specific class of securities. With the exception of U.S. Treasury Securities and authorized pools (LAIF), the District's portfolio will be diversified by type and issuer. The District shall diversify its investments by investing funds among a variety of securities offering independent returns and financial institutions.

H. MAXIMUM MATURITY

Pursuant to Government Code Section 53601 where the Government Code does not specify a limitation on the maturity term of a security, the Director of Finance is authorized, as part of the District's investment program set forth herein, to invest in individual instruments in the portfolio to a maximum maturity of ten (10) years. The maximum weighted average maturity of the portfolio shall not exceed five (5) years.

I. INTERNAL CONTROL

The Director of Finance shall establish a system of internal controls, which shall be documented in writing. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District. Controls deemed most important include; control of collusion, separation of duties, separating transaction authority from accounting and recordkeeping, custodial safekeeping, clear delegation of authority, specific limitations regarding securities losses and remedial action, written confirmation of telephone transactions, minimizing the number of authorized investment officials, documentation of transactions and strategies, and ethical standards.

J. PERFORMANCE STANDARDS

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout the budgetary and economic cycles, commensurate with the investment risk constraints and the cash flow needs.

Investment performance is continually monitored and evaluated by the Director of Finance. Investment performance statistics and activity reports are generated quarterly for presentation to the Board of Directors.

The performance of the investment portfolio shall be measured against a market-average rate of return of the U.S. Constant Maturity Treasury (CMT) which is the closest to the weighted average maturity of the District's portfolio and to the earnings on the LAIF Pooled Investment Fund.

K. REPORTING

In accordance with CA Government Code Section 53646, the Director of Finance shall issue a quarterly report within 30 days following the end of the quarter to the Board of Directors, showing the type of investment, issuer and/or institution, date of maturity, amount of investment, current market value for all securities, rate of interest, and other relevant data that may be required. The quarterly report shall state compliance of the investment portfolio with the Investment Policy and shall include a statement denoting the ability of the District to meet its expenditure requirements for the next six months.

Additionally, in accordance with California Government Code Section 53607, the Director of Finance shall provide a monthly report to the Board of Directors detailing all transactions occurring over the immediately preceding month. If all funds are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions.

TABLE OF CONTENTS

	Page
ARTICLE 1 - OFFICES	1
1.1 Principal Office.	1
ARTICLE 2 - MEETINGS	1
2.1 Place and Time of Meetings.	1
2.2 Special Meetings.	1
2.3 Pubic Notification.	1
2.4 Form of Action.	1
2.5 Quorum.	1
2.6 Proceedings..	1
ARTICLE 3 - DIRECTORS.....	2
3.1 Powers.	2
3.2 Number of Directors.	5
3.3 Election.	5
3.4 Terms of Succeeding Directors.	5
3.5 Vacancies.	5
3.6 Compensation of Directors.	6
ARTICLE 4 - OFFICERS.....	6
4.1 Officers.	6
4.2 Compensation.	6
4.3 Performance Bond.	6
4.4 President.	6
4.5 Vice President.	6
4.6 Fire Chief.	6
4.7 Secretary.	6
4.8 Chief Financial Officer.	7
4.9 Annual Audit.	7
ARTICLE 5 – MISCELLANEOUS	7
5.1 Depository of District Money.	7
5.2 Inspection of District Records.	7
5.3 Record Retention Requirement.	7
5.4 Checks, Drafts, Etc.	7
5.5 Contracts, Etc., How Executed.	7
5.6 Inspection of Bylaws.	7
5.7 Recall of Directors/Removal of Directors.	7
5.8 Seal.	8
5.9 Contract Bids.	8
5.10 Budget Session.	8

Table of Contents (continued)

	Page
ARTICLE 6 - AMENDMENTS	8
6.1 Amendments.	8
ARTICLE 7 – ELECTIONS	8
7.1 Election Code Provisions Applicable.	8
CERTIFICATE OF SECRETARY	9

**AMENDED AND UPDATED
BYLAWS FOR THE REGULATION, EXCEPT AS
OTHERWISE PROVIDED BY STATUTE, OF
EL DORADO HILLS COUNTY WATER DISTRICT**

**ARTICLE 1
OFFICES**

1.1 Principal Office. The principal office for the transaction of business of the EL DORADO HILLS COUNTY WATER DISTRICT (the "District") is hereby fixed and located at 1050 Wilson Boulevard, El Dorado Hills, California 95762. The Board of Directors ("the Board") is hereby granted full power and authority to change said principal office from one location to another in said District. Any such change shall be noted in the Bylaws by the Secretary, opposite this section, or this section may be amended to state the new location.

**ARTICLE 2
MEETINGS**

2.1 Place and Time of Meetings. Regular monthly meetings of the Board shall be held in Board Room of Station 85 at 1050 Wilson Boulevard, El Dorado Hills, California 95762, on the third Thursday of each and every calendar month, at the hour of 6:00 p.m. (unless an earlier or later hour is set by the Board in case of necessity). In the event that the regular scheduled monthly meetings should fall on a legal holiday, the regular monthly meeting of the Board shall be held on the next succeeding Thursday. The date, time and place of regular meetings shall be reconsidered annually at the annual organizational meeting of the Board.

2.2 Special Meetings. Special meetings of the Board, for any purpose or purposes whatsoever, may be called at any time by the President, or by the Vice President, or by any three members of the Board. Notice of the special meeting shall be given to each Board member and officer at least seventy-two (72) hours in advance of the scheduled special meeting, and in addition, the notice shall be posted at the principal office and in at least three (3) conspicuous places within the District, at least seventy-two (72) hours in advance of the scheduled special meeting. Notices of any special meeting shall specify, in addition to the place, date and hour of such meeting, the general nature of the business to be transacted.

2.3 Public Notification. All meetings, whether regular, special or emergency, shall be open and public, and notice thereof shall be given to the public in accordance with the provisions of the Ralph M. Brown Act Sections 54950-4962, as amended, of the Government Code

2.4 Form of Action. The Board shall act only by ordinance, resolution, or motion.

2.5 Quorum. A majority of the authorized number of Directors shall be necessary to constitute a quorum for the transaction of business. No ordinance, resolution or motion shall be passed or become effective without the affirmative vote of at least a majority of the members of the Board.

2.6 Proceedings. The Board shall establish rules for its proceedings.

ARTICLE 3 **DIRECTORS**

3.1 Powers. Subject to the limitations of laws governing county water districts, all District powers shall be exercised by or under the authority of, and the business and affairs of the District shall be controlled by the Board. The Board shall act only by ordinance, resolution or motion. Without prejudice to such general powers, but subject to the same limitations, it is hereby expressly declared that the Board shall have the following powers, to wit:

(a) Select and remove all other officers, agents and employees of the District, prescribe such powers and duties for them as may not be inconsistent with law, or these Bylaws, fix their compensation and require from them security for faithful services, as the Board may deem necessary;

(b) Change the monthly meeting place and the principal office for the transaction of business of the District from one location to another within the same District, as provided in Section 1.1 hereof, or change the name of the District by resolution;

(c) Enter into contracts for any and all purposes necessary and convenient for the full exercise of its powers;

(d) Provide for the supply of water for domestic use, irrigation, sanitation, industrial use, fire protection, and recreation to inhabitants of the District;

(e) Take or acquire real or personal property of every kind, within or without the District, necessary to carry out the business of the District by grant, purchase, gift, devise, lease, with or without privilege of purchase or condemnation; and hold, use, enjoy, lease or dispose of property within or without the District necessary to the full exercise of its powers;

(f) Sue and be sued in all actions and proceedings in all courts and tribunals of competent jurisdiction and commence, maintain, intervene in, compromise, and assume the costs of any action or proceeding involving or affecting the ownership or use of waters or water rights within the District used or useful for any purpose of the District or a benefit to any land; to prevent interference with or diminution of the natural flow of any stream or natural subterranean supply of waters which may: (i) be used or be useful for any purpose of the District; (ii) be of a common benefit to the land or its inhabitants; or (iii) endanger the inhabitants or land;

(g) Conduct, manage and control the affairs and business of the District and adopt regulations binding upon all persons to govern the use of its facilities and property, including regulations imposing reasonable charges for the use thereof;

(h) Borrow money, incur or assume indebtedness and issue bonds or other evidences of such indebtedness, and refund or retire any indebtedness or liens against the District or its property;

(i) Issue and sell revenue bonds pursuant to the provisions of Section 31030 of the Water Code and of Chapter 2, Part 6 (commencing with Section 31370) of Division 12, of the Water Code;

(j) Levy and cause to be collected, taxes for the purpose of carrying on the operations and paying the obligations of the District pursuant to Party 7 (commencing with Section 31650) of Division 12 of the Water Code;

(k) Provide for the pension of officers or employees and the creation of a special fund for the purpose of paying such pension and the accumulation of contributions to said fund from the revenues of the District, the wages of officers or employees, voluntary contributions, gifts, donations, or any source of revenue, not inconsistent with the general powers of the Board, and contract with any insurance corporation or any other insurance carrier for the establishment and maintenance of group insurance, a system of group annuities, and a pension service for such officers and employees, and provide for the terms and conditions under which such pensions, group insurance, or group annuities shall be allowed, and for the time and extent of service of officers or employees before such pensions, group insurance, or group annuities shall be available to them;

(l) Disseminate information to the public concerning the rights, properties and activities of the District;

(m) Perform any act necessary to furnish sufficient water in the District for any present or future beneficial use; store water for the benefit of the District, conserve water for future use, and appropriate, acquire and conserve water and water rights for any useful purpose; operate water rights, works, property rights, and privileges useful or necessary to convey, supply, store, or make use of water for any purpose authorized by Division 12 of the Water Code; and sell water or the use thereof for any useful purpose and, whenever there is a surplus, dispose of the surplus to municipalities, public agencies, or consumers located without the District;

(n) Fix and collect water rates;

(o) Establish rules and regulations for the sale, distribution and use of water and therein provide that water shall not be furnished to persons against whom there are delinquent water rates;

(p) Restrict the use of District water during any emergency caused by drought, or other threatened or existing water shortage, and to prohibit the wastage of District water or the use of District water during such periods, for any purpose other than household uses or such other restricted uses as may be determined to be necessary by the District, and prohibit use of such water during such periods for specific uses which the District may from time to time find to be non-essential; make findings upon each and all of the matters herein described pursuant to Section 31028 of the Water Code; and prescribe and define by ordinance the restrictions, prohibitions, and exclusions herein pursuant to Section 31027 of the Water Code;

(q) Fix, on or before the first day of July in each calendar year, a water standby or availability charge of not to exceed Ten Dollars (\$10.00) per acre, per year, for each acre of land, or Ten Dollars (\$10.00) per year for each parcel of land less than one (1) acre within the District to which water is made available for any purpose by the District, whether the water is actually used or not, pursuant to Section 31031 of the Water Code or, alternatively, fix a water standby or availability assessment of not to exceed Thirty Dollars (\$30.00) per acre, or per parcel less than one (1) acre, per year. The District may provide for a basic penalty for non-payment of the assessment pursuant to Section 31032.8 of the Water Code;

(r) Drain and reclaim lands within the District either by service or underground works, or both; and acquire, by appropriation or other lawful means, and divert, store, conserve, transport or dispose of water resulting from such operation; and acquire, by appropriation or other lawful means, and divert, store, conserve, transport or dispose of flood and storm water within the District, and flood and storm waters or streams or water courses outside of the District which flow into the District, for any beneficial purpose or use;

(s) Undertake a water conservation program to reduce water use and require as a condition of new service that reasonable water saving devices and water reclamation devices be installed to reduce water use;

(t) Construct, purchase, lease or otherwise acquire works, water rights, land, rights and privileges useful or necessary to convey, supply, store, or otherwise make use of water for any purposes authorized by Division 12 of the Water Code; and construct any works along, under or across any street, water course railway or conduit in a manner that will afford security for life and property; provided, however, the District shall restore the property crossed as near as may be to its former state or so as not to have impaired unnecessarily its usefulness;

(u) Transfer, sell, lease, or convey to a Municipal Water District formed, pursuant to the Municipal Water District Act of 1911, Water Code Sections 7100 et seq., any works, land, or structures within any improvement district formed pursuant to any of the provisions of Division 12 of the Water Code, or transfer to the Municipal Water District the proceeds of any bonds authorized by or for the improvement district;

(v) Sell or lease the mineral or hydrocarbon rights in any land belonging to it when deemed by the Board for the best interest of the District;

(w) Control, distribute, store, spread, sink, treat, purify, recapture and salvage any water, including sewage and store waters for the beneficial use or uses of the District or its inhabitants or the owners of the water rights; and cooperate, act in conjunction and contract with the State of California or any agency thereof, municipalities, private and public corporations of any kind, and persons with respect to the salvage control, storage, spreading, distribution, treatment, purification, and recapture of any waters, including sewage and storm waters, and the construction of any works, the acquisition of any property, or the doing of any act with respect thereto, or for the protection of property, water sheds, water courses, and underground water supplies, and for the use, operation, management or control of any public works property;

(x) Make and perform any agreement with the State of California or any agency thereof, any public or private corporation of any kind, and any person, or any of them for the joint construction, acquisition, disposition or operation of any property or works of a kind which might be constructed, acquired, disposed or operated by the District;

(y) Acquire by any means stock of any mutual water company or corporation for the purpose of furnishing a supply of water for public, common, municipal or governmental purposes;

(z) Exercise any of the powers, functions and duties which are vested in, or imposed upon, fire districts pursuant to the Fire Protection District Law of 1987, Part 3 (commencing with Section 13800) of Division 12 of the Health and Safety Code and provide fire protection services by enforcing the provisions of Sections 3290-4297, inclusive, of the Public Resource Code; and acquire, construct and operate facilities for providing fire protection to the

District and its inhabitants, including buildings, engines, hoses, hose carts or carriages, and other appliances and supplies for the full equipment of a fire company or department;

(aa) Employ counsel to defend any action or proceeding brought against it on account of any injury, taking, damage, or destruction, or to defend as provided in Part 7 (commencing with Section 995) of Division 3.6 of Title 1 of the Government Code any action or proceeding brought against any of its officers, employees or servants; the fees and expenses involved therein are a lawful charge against the District;

(bb) Acquire, construct and operate facilities for the collection, treatment and disposal of sewage, waste and storm water of the District and its inhabitants and may contract with any public agency, including, but not limited to, sanitation districts for sewage outfall facilities;

(cc) Prescribe, revise and collect rates and other charges for the sewage services and facilities furnished pursuant to Division 12 of the Water Code and these bylaws;

(dd) Supply sewage and waste services to property not subject to District taxes at special rates, terms and conditions as are determined by the Board of the services and provide that such rates or other charges be collected with the water rates of the District and adopt ordinances relating to the provision of sewage services and facilities and the regulation of same;

(ee) Use any water or land under its control for recreational purposes and in connection thereof, construct, maintain, and operate any works or facilities appropriate or ancillary to such recreational use subject to the approval of the public health authority having jurisdiction;

(ff) Prescribe reasonable rules and regulations to govern the use of such recreational facilities, including regulations imposing reasonable charges for the use thereof; and exercise the power of eminent domain to acquire any land or interest therein for recreational purposes limited to the land within the District or land contiguous to the District; and

(gg) Perform any and all acts necessary to carry out fully the provisions of the powers hereinabove set forth, and those set forth in the Water Code.

3.2 Number of Directors. The authorized number of Directors of the District shall be five (5). The Directors shall be elected at large.

3.3 Election. Directors shall be elected on the first Tuesday after the first Monday in November in even-numbered years, in accordance with Section 23506 of the Elections Code and Part 4 (commencing with Section 30700) of Division 12 of the Water Code. The Board shall divide its members into two (2) groups; two (2) members in the first group and three (3) in the second group. One (1) group shall hold office following the next annual meeting and the second group until the fourth following annual meeting. The Directors in each group shall hold office until such annual meeting and until their respective successors are elected and qualified. All elected Directors shall take office at noon on the First Friday in December following election.

3.4 Terms of Succeeding Directors. The term of office of each Director other than Directors first elected shall be four (4) years.

3.5 Vacancies. All vacancies on the Board will be filled by appointment by the remaining Directors in accordance with Section 1780 of the Government Code, which appointment shall be for the unexpired term of the vacant office.

3.6 Compensation of Directors. Effective January 1, 2017, Directors may be compensated in an amount not to exceed One Hundred Dollars (\$105.00) per day for each day's attendance at meetings of the Board or for each day's service rendered as a director by request of the Board, not to exceed six (6) days in any calendar month, together with any expenses incurred in the performance of the director's duties required or authorized by the Board. The daily compensation rate shall be increased by \$5.00 at the start of each calendar year.

ARTICLE 4 **OFFICERS**

4.1 Officers. The Officers of the District shall be a President and Vice President, and shall be elected by the Board from its members by open ballot at its December meeting. The District shall also have a Fire Chief, Chief Financial Officer/Treasurer and Secretary. The Chief and the Secretary shall be appointed by the Board. A single person may simultaneously hold the position of Chief Financial Officer and Secretary. A Director shall not serve in any of these capacities. The Board may, at any time, appoint or employ and prescribe the authorities and duties of other officers, employees, attorneys, engineers and other consultants necessary or convenient for the business of the District, each of whom shall serve at the pleasure of the Board.

4.2 Compensation. The officers shall each receive the compensation as determined by the Board from time to time and shall serve at its pleasure.

4.3 Performance Bond. The Fire Chief, Chief Financial Officer/Treasurer and Secretary, and any other employees or assistants of the District, if required to do so by the Board, shall each give a bond to the District conditioned for the faithful performance of his or her duties as the Board may require.

4.4 President. The President shall sign all contracts on behalf of the District unless otherwise authorized by the Board. The President shall, if present, preside at all meetings of the Board of Directors, and exercise and perform such other powers and duties as may be from time to time assigned to him or her by the Board of Directors or prescribed by the Bylaws. The President shall appoint members of fire, administration, Joint Powers Authority committee, and such other committees as from time to time may be formed by the Board. The President shall be an ex-officio member of all standing committees.

4.5 Vice President. In the absence of or disability of the President, the Vice President shall perform all the duties of the President, and when so acting shall have all the powers of and be subject to all of the restrictions upon the President. The Vice President shall have such powers and perform such other duties as from time to time may be prescribed for him or her by the Board or by the Bylaws or the statutes governing the county water districts within the State of California.

4.6 Fire Chief. The Fire Chief shall (i) have full charge and control of the maintenance, operation and construction of the day-to-day operations of the District; (ii) have full power and authority to fill all positions authorized by the Board and to discharge from such positions any employee and/or assistant; (iii) prescribe the duties of employees and assistants; (iv) perform other duties imposed by the Board; (v) report to the Board in accordance with the rules and regulations as it adopts; and (vi) perform such other duties as are outlined in the Chief's contract.

4.7 Secretary. The Secretary shall countersign all contracts on behalf of the District unless otherwise authorized by the Board. The Secretary shall keep or cause to be kept at the principal office, or such other place as the Board of Directors may order, a book of minutes of all

meetings of Directors with the time and place of holding, whether regular or special and, if special, how authorized, the notice thereof given and the names of those present at meetings. The Secretary shall keep, or cause to be kept, at the principal office any register showing the names and addresses of the Directors of the District. The Secretary shall give, or cause to be given, notice of all the meetings of the Board required by the Bylaws or the laws of the State of California, and shall keep the seal of the District in safe custody, and shall have such other powers and perform such other duties as may be prescribed by the Board or the Bylaws.

4.8 Chief Financial Officer/Treasurer. The Chief Financial Officer also serves as the Treasurer of the District. The Chief Financial Officer/Treasurer shall install and maintain a system of auditing and accounting that shall completely and at all times show the financial condition of the District. The Chief Financial Officer/Treasurer shall deposit all monies in such depositories as may be designated by the Board. The Chief Financial Officer/Treasurer shall disburse funds of the District as may be ordered by the Board and shall render to the President and Directors, on a monthly basis, an account of all of the transactions of the Chief Financial Officer/Treasurer and of the financial condition of the District, and shall have such other powers and perform such other duties as may be prescribed by the Board or the Bylaws.

4.9 Annual Audit. The Chief Financial Officer/Treasurer shall have a recognized auditing firm audit the District's books annually at the end of each fiscal year.

ARTICLE 5

MISCELLANEOUS

5.1 Depository of District Money. The Board shall designate a bank or other suitable depository for the deposit of the District's money.

5.2 Inspection of District Records. The books of accounts and minutes of proceedings of the Board, and of the committees of the Board, shall be open to inspection upon the written demand of any person residing within the District.

5.3 Record Retention Requirement. All District records shall be retained, in original or duplicate form, at the principal office in accordance with District policy adopted from time to time.

5.4 Checks, Drafts, Etc. All checks, drafts and other orders for payment of money, notes, or other evidences of indebtedness, issued in the name of or payable to the District shall be signed or endorsed by two (2) members of the Board.

5.5 Contracts, Etc., How Executed. The Board of Directors, except as otherwise provided in the Bylaws, may authorize any officer or officers, or agent or agents, to enter into any contract or execute any instrument in the name of and on behalf of the District, and such authority may be general or confined to specific instances; and, unless so authorized by the Board, no officer, agent, or employee shall have any power or authority to bind the District by any contract or engagement or to pledge its credit or to render it liable for any purpose or to any amount.

5.6 Inspection of Bylaws. The District shall keep in its principal office for the inspection of business, the original or a copy of the Bylaws as amended or otherwise altered to date, certified by the Secretary, which shall be open to inspection by the residents of the District at all reasonable times.

5.7 Recall of Directors/Removal of Directors. Every incumbent of the office of Director, whether elected by popular vote for a full term or appointed, may be recalled by the voters

in accordance with the recall provisions of the Election Code of the State of California. Every incumbent in the office of Director, whether elected by popular vote for a full term or appointed, may be removed from office, or be deemed to have abandoned his/her office, in accordance with the terms and provisions set forth in the Constitution and the Government and Elections Code of the State of California. (See California Constitution, Article II, Government Code Sections 1770 et seq., and 3000 et seq., and Elections Code Section 11000, et seq.)

5.8 Seal. The District may adopt a seal and alter it at pleasure.

5.9 Contract Bids. All contracts for the construction of any unit of work, except as otherwise provided, estimated to cost in excess of Twenty-Five Thousand Dollars (\$25,000.00) shall be let to the lowest qualified bidder after competitive bidding, in accordance with the District's Procurement Policy, which may be amended from time to time.

5.10 Budget Session. The regular meeting scheduled for June is hereby designed to be the budget session of the District. At said meeting, the Board of Directors shall determine what the preliminary budget shall be for the next ensuing taxable year. Prior to October 1, the Board shall adapt the final budget for the next ensuing taxable year.

ARTICLE 6 AMENDMENTS

6.1 Amendments. These Bylaws may be altered, amended, repealed, in whole or part, and new rules and regulations may be adopted by the Board from time to time as said Board shall deem necessary. Any changes must be proposed in writing at least one regular meeting before adoption may be completed. Changes must be approved by at least a majority vote.

ARTICLE 7 ELECTIONS

7.1 Election Code Provisions Applicable. The provisions of the Uniform District Election Law of the Election Code, Sections 23500 et seq., relating to the qualification of electors, the manner of voting, the duty election officers, the canvassing of returns, and all other particulars in respect to the management of general elections so far as they may be applicable shall govern all District elections.

The undersigned hereby acknowledges and represents that the foregoing constitutes the Amended and Updated Bylaws of the District as duly adopted by the Board of Directors at its meeting duly held on December 22, 2016.

Executed this 22nd day of December, 2016.

Board President

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify:

That I am the duly elected and acting Secretary of the EL DORADO COUNTY HILLS WATER DISTRICT, a local public entity located within the County of El Dorado, State of California; and

That the foregoing Amended and Updated Bylaws, comprising _____ (__) pages, constitute the Bylaws of said District as duly adopted at the meeting of the Board of Directors thereof duly held on December 22, 2016.

IN WITNESS WHEREOF, I have hereunto subscribed my name this ____ day of _____, 2016.

Secretary



EL DORADO HILLS FIRE DEPARTMENT

MONTHLY ACTIVITY REPORT NOVEMBER 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.

Move-up and cover of engines was an issue again October. There were 7 total move-ups of engines outside of El Dorado Hills to cover other fire agencies in the County for a total time out of district of 10 hours and 10 minutes. One of the move-up assignments lasted for almost 4 ½ hours. Currently, we are engaged in a discussion with the other Chiefs in the County to address this issue.

*All times are collected using a combination of Active 911 and Crystal Reports. The times are provided with the best accuracy possible given the limitations of technology in our system.

ALARM STATISTICS

Response District	Total Number of Responses – NOV 2016	Total Number of Responses –2016	Total Number of Responses – NOV 2015	Total Number of Responses –2015
84	53	623	58	623
85	58	642	52	626
86	40	378	25	404
87	45	607	48	518
91	4	53	8	66
92	0	14	3	22
Mutual Aid	77	792	54	645
Transfer	18	193	13	136
TOTALS	295	3302	261	3040

88.55 % Medic Unit Response, 10 Minutes (before exception reports)

90.31 % Medic Unit Response, 11 Minutes (before exception reports)

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

Option 2: FH Analytics – Set Year & Month – Filter Districts

Crystal: Emergency Response Summary-Medic Unit Response Time-El Dorado

CODE 3 RESPONSE TIME ANALYSIS

Response District	Total Number of Re-sponses	Number of Code 3 Re-sponses	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)
Response Area 84						
84 (Rural)	6	2	08:04			
84 (Suburban)	47	32	N/A	98%	92%	84%
Response Area 85						
85 (Suburban)	58	42	N/A	99%	99%	98%
Response Area 86						
86 (Rural)	2	2	05:47			
86 (Suburban)	38	24	N/A	99%	96%	93%
Response Area 87						
87 (Suburban)	45	33	N/A	86%	85%	85%
Response Area 91						
91-A (Rural)	2	2	06:30			
91-B (Rural)	0	N/A	N/A			
91-C (Rural)	2	2	08:60			
92 (Rural)	0	N/A	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 8 min Urban and 10 min Rural.

Report %: FH Analytics Reports (1st 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*

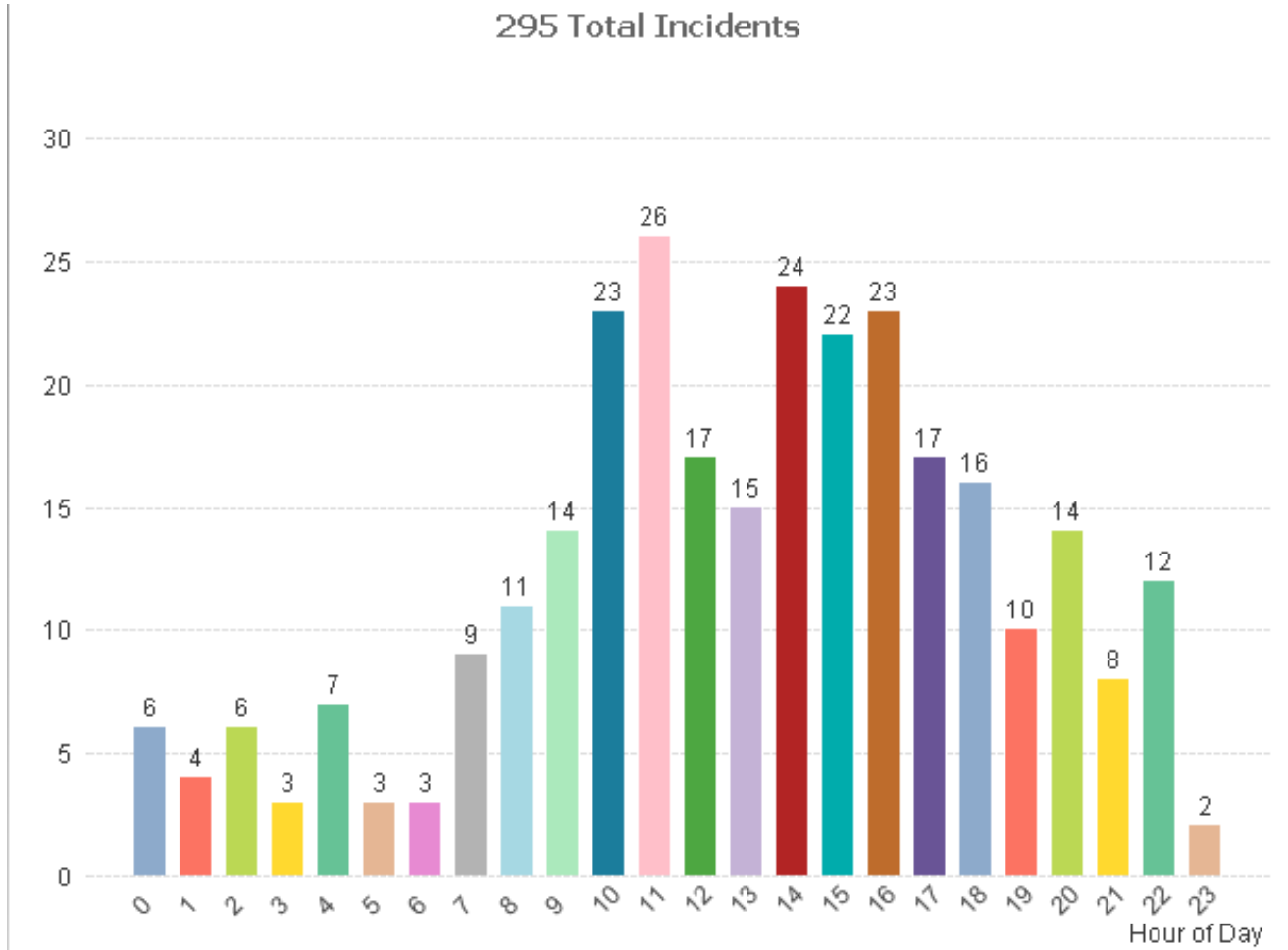
Unit	Total Number of Responses	Total Less Than 1 min 30 Seconds Day and 2 min Night	Total Over 1 min 30 Seconds	Total Over Time Excluding PPE or Computer slow	% Compliant Excluding PPE or Computer slow	Average Turnout time
E84	36	34	2	0	100%	00:39
T85	51	46	5	3	94%	00:53
E85	N/A	N/A	N/A	N/A	N/A	N/A
E86	33	32	1	1	97%	00:59
E87	36	33	3	0	100%	00:56
P91	3	2	1	0	100%	01:38

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

295 Total Incidents



INCIDENT TYPE ANALYSIS

100 Fire, Other	1
111 Building fire	1
131 Passenger v...	1
321 EMS call, ex...	3
321C EMS call, C...	23
321G EMS call, G...	106
321N EMS call, C...	3
321R EMS call, R...	6
321T EMS call, Tr...	18
321X EMS call, T...	18
322 Motor vehicl...	16
324 Motor Vehicl...	10
444 Power line d...	1
463 Vehicle acci...	1
500 Service Call,...	1
510 Person in di...	1
511 Lock-out	2
521 Water evac...	1
531 Smoke or od...	1
540 Animal probl...	1
541 Animal probl...	1
541S Animal pro...	3
542 Animal rescue	1
550 Public servic...	4
551 Assist police...	2
553 Public service	3
554 Assist invalid	13
561 Unauthorize...	1
571 Cover assig...	7

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

611 Dispatched ...	2
611A Dispatched...	6
611F Dispatched...	2
611M Dispatched...	7
611S Dispatched...	1
611T Dispatched...	9
622 No Incident ...	5
631 Authorized ...	2
650 Steam, Oth...	1
651 Smoke scar...	1
653 Smoke from ...	1
671 HazMat rele...	1
700 False alarm ...	1
730 System malf...	1
733 Smoke dete...	2
743 Smoke dete...	2
745 Alarm syste...	1

Incident Type Codes – NFIRS Reporting

Definition

This is the actual situation that emergency personnel found on the scene when they arrived. These codes include the entire spectrum of fire department activities from fires to EMS to public service.

The type of incident reported here is not always the same as the incident type initially dispatched.

Entry

Enter the three-digit code and a written description that best describes the type of incident. This entry is generally the type of incident found when emergency personnel arrived at the scene, but if a more serious condition developed after the fire department arrival on the scene, then that incident type should be reported. The codes are organized in a series:

SERIES	HEADING
100	Fire
200	Overpressure Rupture, Explosion, Overheat (No Fire)
300	Rescue and Emergency Medical Service (EMS) Incidents
400	Hazardous Condition (No Fire)
500	Service Call
600	Good Intent Call
700	False Alarm and False Call
800	Severe Weather and Natural Disaster
900	Special Incident Type

Structure fire

111 Building fire. Excludes confined fires (113–118).

112 Fire in structure, other than in a building. Included are fires on or in piers, quays, or pilings; tunnels or under- ground connecting structures; bridges, trestles, or overhead elevated structures; transformers, power or utility vaults or equipment; fences; and tents.

113 Cooking fire involving the contents of a cooking vessel without fire extension beyond the vessel.

114 Chimney or flue fire originating in and confined to a chimney or flue. Excludes fires that extend beyond the chimney (111 or 112).

115 Incinerator overload or malfunction, but flames cause no damage outside the incinerator.

116 Fuel burner/boiler, delayed ignition or malfunction, where flames cause no damage outside the fire box.

117 Commercial compactor fire, confined to contents of compactor. Excluded are home trash compactors

118 Trash or rubbish fire in a structure, with no flame damage to structure or its contents.

Fire in mobile property used as a fixed structure. Includes mobile homes, motor homes, camping trailers.

121 Fire in mobile home used as a fixed residence. Includes mobile homes when not in transit and used as a structure for residential purposes; and manufactured homes built on a permanent chassis.

122 Fire in a motor home, camper, or recreational vehicle when used as a structure. Includes motor homes when not in transit and used as a structure for residential purposes.

123 Fire in a portable building, when used at a fixed location. Includes portable buildings used for commerce, industry, or education and trailers used for commercial purposes.

120 Fire in mobile property used as a fixed structure, other.

Mobile property (vehicle) fire. Excludes mobile properties used as a structure (120 series). If a vehicle fire occurs on a bridge and does not damage the bridge, it should be classified as a vehicle fire.

131 Passenger vehicle fire. Includes any motorized passenger vehicle, other than a motor home (136) (e.g., pickup trucks, sport utility vehicles, buses).

132 Road freight or transport vehicle fire. Includes commercial freight hauling vehicles and contractor vans or trucks. Examples are moving trucks, plumber vans, and delivery trucks.

133 Rail vehicle fire. Includes all rail cars, including intermodal containers and passenger cars that are mounted on a rail car.

134 Water vehicle fire. Includes boats, barges, hovercraft, and all other vehicles designed for navigation on water.

135 Aircraft fire. Includes fires originating in or on an aircraft, regardless of use.

136 Self-propelled motor home or recreational vehicle. Includes only self-propelled motor homes or recreational vehicles when being used in a transport mode. Excludes those used for normal residential use (122).

137 Camper or recreational vehicle (RV) fire, not self-propelled. Includes trailers. Excludes RVs on blocks or used regularly as a fixed building (122) and the vehicle towing the camper or RV or the campers mounted on pick ups (131).

138 Off-road vehicle or heavy equipment fire. Includes dirt bikes, specialty off-road vehicles, earth-moving equipment (bulldozers), and farm equipment.

130 Mobile property (vehicle) fire, other.

Natural vegetation fire. Excludes crops or plants under cultivation (see 170 series).

141 Forest, woods, or wildland fire. Includes fires involving vegetative fuels, other than prescribed fire (632), that occur in an area in which development is essentially nonexistent, except for roads, railroads, power lines, and the like. Also includes forests managed for lumber production and fires involving elevated fuels such as tree branches and crowns. Excludes areas in cultivation for agricultural purposes such as tree farms or crops (17x series).

- 142 Brush or brush-and-grass mixture fire. Includes ground fuels lying on or immediately above the ground such as duff, roots, dead leaves, fine dead wood, and downed logs.
- 143 Grass fire. Includes fire confined to area characterized by grass ground cover, with little or no involvement of other ground fuels; otherwise, see 142.
- 140 Natural vegetation fire, other.

Outside rubbish fire. Includes all rubbish fires outside a structure or vehicle.

- 151 Outside rubbish, trash, or waste fire not included in 152–155. Excludes outside rubbish fires in a container or receptacle (154).
- 152 Garbage dump or sanitary landfill fire.
- 153 Construction or demolition landfill fire.
- 154 Dumpster or other outside trash receptacle fire. Includes waste material from manufacturing or other production processes. Excludes materials that are not rubbish or have salvage value (161 or 162).
- 155 Outside stationary compactor or compacted trash fire. Includes fires where the only material burning is rubbish. Excludes fires where the compactor is damaged (162).
- 150 Outside rubbish fire, other.

Special outside fire. Includes outside fires with definable value. Excludes crops and orchards (170 series).

- 161 Outside storage fire on residential or commercial/industrial property, not rubbish. Includes recyclable materials at dropoff points.
- 162 Outside equipment fire. Includes outside trash compactors, outside HVAC units, and irrigation pumps. Excludes special structures (110 series) and mobile construction equipment (130 series).
- 163 Outside gas or vapor combustion explosion without sustained fire.
- 164 Outside mailbox fire. Includes dropoff boxes for delivery services.
- 160 Special outside fire, other.

Cultivated vegetation, crop fire

- 171 Cultivated grain or crop fire. Includes fires involving corn, wheat, soybeans, rice, and other plants before harvest.
- 172 Cultivated orchard or vineyard fire.
- 173 Cultivated trees or nursery stock fire. Includes fires involving Christmas tree farms and plants under cultivation for transport off-site for ornamental use.
- 170 Cultivated vegetation, crop fire, other.

Fire, other

- 100 Fire, other.

OVERPRESSURE RUPTURE, EXPLOSION, OVERHEAT (NO FIRE). EXCLUDES STEAM MISTAKEN FOR SMOKE.

Overpressure rupture from steam (no ensuing fire)

- 211 Overpressure rupture of steam pipe or pipeline.
- 212 Overpressure rupture of steam boiler.
- 213 Overpressure rupture of pressure or process vessel from steam.
- 210 Overpressure rupture from steam, other.

Overpressure rupture from air or gas (no ensuing fire). Excludes steam or water vapor.

- 221 Overpressure rupture of air or gas pipe or pipeline.
- 222 Overpressure rupture of boiler from air or gas. Excludes steam-related overpressure ruptures.
- 223 Overpressure rupture of pressure or process vessel from air or gas, not steam.
- 220 Overpressure rupture from air or gas, other.

Overpressure rupture from chemical reaction (no ensuing fire)

- 231 Overpressure rupture of pressure or process vessel from a chemical reaction.

Explosion (no fire)

- 241 Munitions or bomb explosion (no fire). Includes explosions involving military ordnance, dynamite, nitroglycerin, plastic explosives, propellants, and similar agents with a UN classification 1.1 or 1.3. Includes primary and secondary high explosives.
- 242 Blasting agent explosion (no fire). Includes ammonium nitrate and fuel oil (ANFO) mixtures and explosives with a UN Classification 1.5 (also known as blasting agents).
- 243 Fireworks explosion (no fire). Includes all classes of fireworks.
- 244 Dust explosion (no fire).
- 240 Explosion (no fire), other.

Excessive heat, scorch burns with no ignition

- 251 Excessive heat, overhear scorch burns with no ignition. Excludes lightning strikes with no ensuing fire (814).

Overpressure rupture, explosion, overhear, other

- 200 Overpressure rupture, explosion, overhear, other.

RESCUE AND EMERGENCY MEDICAL SERVICE INCIDENT

Medical assist

- 311 Medical assist. Includes incidents where medical assistance is provided to another group/agency that has primary EMS responsibility. (Example, providing assistance to another agency-assisting EMS with moving a heavy patient.)

Emergency medical service incident

- 321 EMS call. Includes calls when the patient refuses treatment. Excludes vehicle accident with injury (322) and pedestrian struck (323)
- 321C EMS Cardiac
- 321G EMS General Medical
- 321X EMS Transfer
- 321T EMS Trauma, excluding vehicle accident with injury
- 321R EMS Respiratory
- 321N EMS Cancelled at scene, no patient contact
- 322 Motor vehicle accident with injuries. Includes collision with other vehicle, fixed objects, or loss of control resulting in leaving the roadway.
- 323 Motor vehicle/pedestrian accident (MV Ped). Includes any motor vehicle accident involving a pedestrian injury.
- 324 Motor vehicle accident with no injuries.
- 320 Emergency medical service incident, other.

Lock-In

- 331 Lock-in. Includes opening locked vehicles and gaining entry to locked areas for access by caretakers or rescuers, such as a child locked in a bathroom. Excludes lock-outs (511).

Search for lost person

- 341 Search for person on land. Includes lost hikers and children, even where there is an incidental search of local bodies of water, such as a creek or river.
- 342 Search for person in water. Includes shoreline searches incidental to a reported drowning call.
- 343 Search for person underground. Includes caves, mines, tunnels, and the like.
- 340 Search for lost person, other.

Extrication, rescue

- 351 Extrication of victim(s) from building or structure, such as a building collapse. Excludes high-angle rescue (356).
- 352 Extrication of victim(s) from vehicle. Includes rescues from vehicles hanging off a bridge or cliff.
- 353 Removal of victim(s) from stalled elevator.
- 354 Trench/Below-grade rescue.
- 355 Confined space rescue. Includes rescues from the interiors of tanks, including areas with potential for hazardous atmospheres such as silos, wells, and tunnels.
- 356 High-angle rescue. Includes rope rescue and rescues off of structures.
- 357 Extrication of victim(s) from machinery. Includes extrication from farm or industrial equipment.
- 350 Extrication, rescue, other.

Water and ice-related rescue

- 361 Swimming/Recreational water areas rescue. Includes pools and ponds. Excludes ice rescue (362).
- 362 Ice rescue. Includes only cases where victim is stranded on ice or has fallen through ice.
- 363 Swift-water rescue. Includes flash flood conditions.
- 364 Surf rescue.
- 365 Watercraft rescue. Excludes rescues near the shore and in swimming/recreational areas (361). Includes people falling overboard at a significant distance from land.
- 360 Water and ice-related rescue, other.

Electrical rescue

- 371 Electrocution or potential electrocution. Excludes people trapped by power lines (372).
- 372 Trapped by power lines. Includes people trapped by downed or dangling power lines or other energized electrical equipment.
- 370 Electrical rescue, other.

Rescue or EMS standby

- 381 Rescue or EMS standby for hazardous conditions. Excludes aircraft standby (462).

Rescue, emergency medical service (EMS) incident, other

- 300 Rescue and EMS incident, other.

HAZARDOUS CONDITION (NO FIRE)***Combustible/Flammable spills and leaks***

- 411 Gasoline or other flammable liquid spill (flash point below 100 degrees F at standard temperature and pressure (Class I)).
- 412 Gas leak (natural gas or LPG). Excludes gas odors with no source found (671).
- 413 Oil or other combustible liquid spill (flash point at or above 100 degrees F at standard temperature and pressure (Class II or III)).
- 410 Combustible and flammable gas or liquid spills or leaks, other.

Chemical release, reaction, or toxic condition

- 421 Chemical hazard (no spill or leak). Includes the potential for spills or leaks.
- 422 Chemical spill or leak. Includes unstable, reactive, explosive material.
- 423 Refrigeration leak. Includes ammonia.

424 Carbon monoxide incident. Excludes incidents with nothing found (736 or 746).
420 Toxic chemical condition, other.

Radioactive condition

431 Radiation leak, radioactive material. Includes release of radiation due to breaching of container or other accidental release.
430 Radioactive condition, other.

Electrical wiring/Equipment problem

441 Heat from short circuit (wiring), defective or worn insulation.
442 Overheated motor or wiring.
443 Breakdown of light ballast.
444 Power line down. Excludes people trapped by downed power lines (372).
445 Arcing, shorted electrical equipment.
440 Electrical wiring/equipment problem, other.

Biological hazard

451 Biological hazard, confirmed or suspected.

Accident, potential accident

461 Building or structure weakened or collapsed. Excludes incidents where people are trapped (351).
462 Aircraft standby. Includes routine standby for takeoff and landing as well as emergency alerts at airports.
463 Vehicle accident, general cleanup. Includes incidents where FD is dispatched after the accident to clear away debris. Excludes extrication from vehicle (352) and flammable liquid spills (411 or 413).
460 Accident, potential accident, other.

Explosive, bomb removal

471 Explosive, bomb removal. Includes disarming, rendering safe, and disposing of bombs or suspected devices. Excludes bomb scare (721).

Attempted burning, illegal action

481 Attempt to burn. Includes situations in which incendiary devices fail to function.
482 Threat to burn. Includes verbal threats and persons threatening to set themselves on fire. Excludes an attempted burning (481).
480 Attempted burning, illegal action, other.

Hazardous condition, other

400 Hazardous condition (no fire), other.

SERVICE CALL

Person in distress

- 511 Lock-out. Includes efforts to remove keys from locked vehicles. Excludes lock-ins (331).
- 512 Ring or jewelry removal, without transport to hospital. Excludes persons injured (321).
- 510 Person in distress, other.

Water problem

- 521 Water (not people) evacuation. Includes the removal of water from basements. Excludes water rescues (360 series).
- 522 Water or steam leak. Includes open hydrant. Excludes overpressure ruptures (211).
- 520 Water problem, other.

Smoke, odor problem

- 531 Smoke or odor removal. Excludes the removal of any hazardous materials.

Animal problem or rescue

- 541 Animal problem. Includes persons trapped by an animal or an animal on the loose.
- 541S Animal problem, snake
- 542 Animal rescue.
- 540 Animal problem or rescue, other.

Public service assistance

- 551 Assist police or other governmental agency. Includes forcible entry and the provision of lighting.
- 552 Police matter. Includes incidents where FD is called to a scene that should be handled by the police.
- 553 Public service. Excludes service to governmental agencies (551 or 552).
- 554 Assist invalid. Includes incidents where the invalid calls the FD for routine help, such as assisting a person in returning to bed or chair, with no transport or medical treatment given.
- 555 Defective elevator, no occupants.
- 550 Public service assistance, other.

Unauthorized burning

- 561 Unauthorized burning. Includes fires that are under control and not endangering property.

Cover assignment, standby at fire station, move-up

571 Cover assignment, assist other fire agency such as standby at a fire station or move-up.

Service call, other

500 Service call, other.

GOOD INTENT CALL

Dispatched and canceled en route

611 Dispatched and canceled en route. Incident cleared or canceled prior to arrival of the responding unit. If a unit arrives on the scene, fill out the applicable code.

611A Dispatched and canceled enroute to a fire alarm

611F Dispatched and canceled enroute to a fire

611F Dispatched and canceled enroute to a medical

611F Dispatched and canceled enroute to a special duty

611F Dispatched and canceled enroute to a traffic collision

Wrong location, no emergency found

621 Wrong location. Excludes malicious false alarms (710 series).

622 No incident found on arrival at dispatch address.

Controlled burning

631 Authorized controlled burning. Includes fires that are agricultural in nature and managed by the property owner. Excludes unauthorized controlled burning (561) and prescribed fires (632).

632 Prescribed fire. Includes fires ignited by management actions to meet specific objectives and have a written, approved prescribed fire plan prior to ignition. Excludes authorized controlled burning (631).

Vicinity alarm

641 Vicinity alarm (incident in other location). For use only when an erroneous report is received for a legitimate incident. Includes separate locations reported for an actual fire and multiple boxes pulled for one fire.

Steam, other gas mistaken for smoke

651 Smoke scare, odor of smoke, not steam (652). Excludes gas scares or odors of gas (671).

652 Steam, vapor, fog, or dust thought to be smoke.

653 Smoke from barbecue or tar kettle (no hostile fire).

650 Steam, other gas mistaken for smoke, other.

EMS call where party has been transported

661 EMS call where injured party has been transported by a non-fire service agency or left the scene prior to arrival.

HazMat release investigation w/no HazMat found

671 Hazardous material release investigation with no hazardous condition found. Includes odor of gas with no leak/gas found.

672 Biological hazard investigation with no hazardous condition found.

Good intent call, other

600 Good intent call, other.

FALSE ALARM AND FALSE CALL

Malicious, mischievous false alarm

711 Municipal alarm system, malicious false alarm. Includes alarms transmitted on street fire alarm boxes.

712 Direct tie to fire department, malicious false alarm. Includes malicious alarms transmitted via fire alarm system directly tied to the fire department, not via dialed telephone.

713 Telephone, malicious false alarm. Includes false alarms transmitted via the public telephone network using the local emergency reporting number of the fire department or another emergency service agency.

714 Central station, malicious false alarm. Includes malicious false alarms via a central-station-monitored fire alarm system.

715 Local alarm system, malicious false alarm. Includes malicious false alarms reported via telephone or other means as a result of activation of a local fire alarm system.

710 Malicious, mischievous false alarm, other.

Bomb scare

721 Bomb scare (no bomb).

System or detector malfunction. Includes improper performance of fire alarm system that is not a result of a proper system response to environmental stimuli such as smoke or high heat conditions.

731 Sprinkler activated due to the failure or malfunction of the sprinkler system. Includes any failure of sprinkler equipment that leads to sprinkler activation with no fire present. Excludes unintentional operation caused by damage to the sprinkler system (740 series).

- 732 Extinguishing system activation due to malfunction.
- 733 Smoke detector activation due to malfunction.
- 734 Heat detector activation due to malfunction.
- 735 Alarm system activation due to malfunction.
- 736 Carbon monoxide detector activation due to malfunction.
- 730 System or detector malfunction, other.

Unintentional system or detector operation (no fire). Includes tripping an interior device accidentally.

- 741 Sprinkler activation (no fire), unintentional. Includes testing the sprinkler system without fire department notification.
- 742 Extinguishing system activation. Includes testing the extinguishing system without fire department notification.
- 743 Smoke detector activation (no fire), unintentional. Includes proper system responses to environmental stimuli such as non-hostile smoke.
- 744 Detector activation (no fire), unintentional. A result of a proper system response to environmental stimuli such as high heat conditions.
- 745 Alarm system activation (no fire), unintentional.
- 746 Carbon monoxide detector activation (no carbon monoxide detected). Excludes carbon monoxide detector malfunction.
- 740 Unintentional transmission of alarm, other.

Biohazard scare

- 751 Biological hazard, malicious false report.

False alarm and false call, other

- 700 False alarm or false call, other.

SEVERE WEATHER AND NATURAL DISASTER

- 811 Earthquake assessment, no rescue or other service rendered.
- 812 Flood assessment. Excludes water rescue (360 series).
- 813 Wind storm. Includes tornado, hurricane, or cyclone assessment. No other service rendered.
- 814 Lightning strike (no fire). Includes investigation.
- 815 Severe weather or natural disaster standby.
- 800 Severe weather or natural disaster, other.

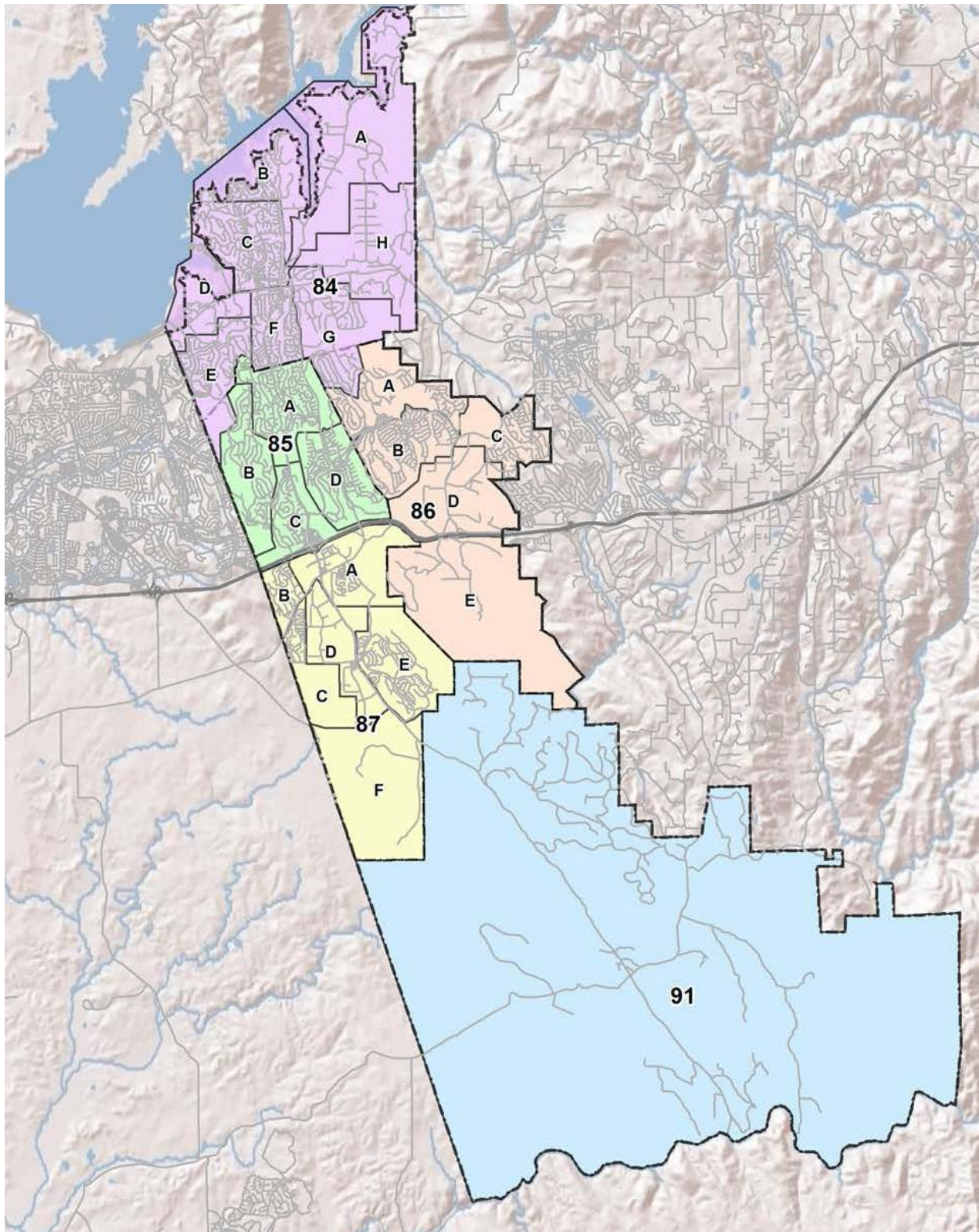
SPECIAL INCIDENT TYPE

Citizen complaint

911 Citizen's complaint. Includes reports of code or ordinance violation.

Special type of incident, other

900 Special type of incident, other.



**EL DORADO HILLS COUNTY WATER DISTRICT
(dba EL DORADO HILLS FIRE DEPARTMENT)**

**FINANCIAL STATEMENTS
AND INDEPENDENT AUDITOR'S REPORT**

for the fiscal year ended June 30, 2016

ROBERT W. JOHNSON
Certified Public Accountant

CONTENTS

	<u>Pages</u>
Independent Auditor's Report	1-2
Management's Discussion and Analysis	3-6
Financial Statements:	
Statement of Net Position and Governmental Fund Balance Sheet	7
Statement of Activities and Governmental Fund Revenues, Expenditures and Changes in Fund Balances	8
Statement of Revenues and Expenditures - Compared to Budget	9-10
Notes to Financial Statements	11-27
Supplemental Information:	
Principal Officials	29
Schedule of Funding Progress of Other Postemployment Benefits Plan	30
Schedule of the District's Proportionate Share of the Net Pension Liability	31
Schedule of Contributions for Pensions	32

**ROBERT
W.**

JOHNSON

**An Accountancy Corporation
Certified Public Accountant**

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
El Dorado Hills County Water District
El Dorado Hills, California

Report on the Financial Statements

We have audited the accompanying financial statements of the El Dorado Hills County Water District, as of and for the fiscal year ended June 30, 2016, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the State Controller's Minimum Audit Requirements for California Special Districts. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of El Dorado Hills Water District as of June 30, 2016, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America, as well as the accounting systems prescribed by the State Controller's Office and State Regulations governing Special Districts.

Other Matters

Required Supplementary Information

The Management's Discussion and Analysis is not a required part of the financial statements but is supplemental information required by the Government Auditing Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplemental information. However, we did not audit the information and express no opinion on it.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The supplemental information listed in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements.

The information has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

Robert W. Johnson, An Accountancy Corporation

Citrus Heights, California
September 21, 2016

MANAGEMENT’S DISCUSSION AND ANALYSIS (MD&A)

As management of the El Dorado Hills County Water District (Fire Department), we offer this Management Discussion and Analysis Report as an overview and analysis of the financial activities of the Fire Department for the fiscal year ended June 30, 2016. Our discussion and analysis of the Fire Department provides the reader with an overview of the District’s financial position and performance. The MD&A describes the significant changes from the prior year that occurred in general operations and discusses the activities during the year for capital assets. We encourage the reader to consider the information presented here in conjunction with the additional information furnished in our annual financial report including the financial statements and notes to the financial statements.

FINANCIAL REPORTING

The District maintains its accounts in accordance with general accepted accounting principles as prescribed by the Governmental Accounting Standards Board (GASB). The attached audit report is comprised of both governmental fund and government-wide financial statements.

The governmental fund financial statements are comprised of a Balance Sheet and a Statement of Revenues, Expenditures, and Changes in Fund Balances. These statements report current financial resources on a modified accrual basis and reflect a near term perspective. The fund balance sheet reflects assets and liabilities that are generally current in nature.

The government-wide financial statements include a Statement of Net Position and Statement of Activities. These statements report financial information using the full accrual basis of accounting and reflect a longer-term perspective. The government-wide statement of net position includes non-current assets and liabilities such as net fixed assets and the pension unfunded liability, as well as deferred inflows and outflows.

INVESTMENT POLICIES AND PROCEDURES

The Board reviews the District’s investment policy periodically. During the 2015-16 fiscal year, the District was invested mostly with the State of California Local Agency Investment Fund and minimally with the El Dorado County Treasury. A revised investment policy was approved at the beginning of the 2016-17 fiscal year.

FINANCIAL SUMMARY

Fund Level:

- Total revenues for fiscal year 2015/16 increased by \$2,166,647 from 2014/15. Contributing to this increase are growth in property tax revenues of \$862,817, or 6.2% from prior year and an increase in development fees of \$758,299, or 43.5%. OES and JPA revenues also increased significantly from prior year and are mostly offset by increases in operating expenditures.

Summary of Total Revenues

	2015/16	2014/15	\$ Change	% Change
Property Tax Revenue	\$ 14,831,881	\$ 13,969,063	\$ 862,817	6.2%
Development Fees	2,500,097	1,741,799	758,299	43.5%
IPA Revenue	1,010,264	755,805	254,459	33.7%
OES/Mutual Aid Revenue	736,099	458,024	278,075	60.7%
Other Revenue	226,938	213,940	12,997	6.1%
Total Revenue	\$ 19,305,278	\$ 17,138,631	\$ 2,166,647	12.6%

- Total expenditures for fiscal year 2015/16 remained relatively consistent with prior year, with an overall slight decrease of \$29,831. Wages and benefits increased by \$938,915, or 7.2% mostly due to an increase in headcount to staff Station 91, an increase in the cost of workers' compensation insurance, and an increase in overtime costs resulting from an extreme fire season (offset with OES revenue). Also increasing expenditures from prior year was a \$1,200,000 lump sum payment made in 2015/16 to PERS to pay down a portion of the District's pension unfunded liability. Offsetting these expenditure increases is a significant decrease in fixed asset purchases of \$2,177,697, or 51.9% due to the completion of Station 84 construction.

Summary of Total Expenditures

	2015/16	2014/15	\$ Change	% Change
Wages & Benefits	\$ 14,049,717	\$ 13,110,802	\$ 938,915	7.2%
Fixed Assets	2,016,496	4,194,193	(2,177,697)	-51.9%
Pension Lump Sum Payment	1,200,000	-	1,200,000	100.0%
Professional Services	508,681	452,515	56,166	12.4%
Maintenance	341,646	353,585	(11,938)	-3.4%
Other Operating Expenditures	674,467	709,744	(35,277)	-5.0%
Total Expenditures	\$ 18,791,007	\$ 18,820,838	\$ (29,831)	-0.2%

- The District's fund balances totaled \$19,792,176 at the end of 2015/16, an increase of \$514,271 from 2014/15. The unassigned fund balance totaled \$12,269,006, which is approximately 78.8% of fund operating expenditures for the fiscal year. The District's restricted, or development fee fund balance was \$3,697,146. The committed, or capital replacement fund balance was \$3,826,024 at the end of the fiscal year.

Summary of Total Fund Balances

	2015/16	2014/15	\$ Change	% Change
General Reserve Fund	\$ 12,269,006	\$ 12,105,645	\$ 163,361	1.3%
Capital Replacement Fund	3,826,024	4,245,134	(419,110)	-9.9%
Development Fee Fund	3,697,146	2,927,126	770,020	26.3%
Total Fund Balances	\$ 19,792,176	\$ 19,277,905	\$ 514,271	2.7%

Government-Wide:

- The District's net position is \$29,581,399 at the end of fiscal year 2015/16, which is a decrease of \$735,711 from 2014/15. This decrease is primarily attributable to an increase in the District's net pension liability of \$1,735,527, partially offset by a decrease in other liabilities of \$664,789. Total assets increased by \$832,643, which is mostly due to an increase in fixed assets.

Summary of Net Position

	2015/16	2014/15	\$ Change	% Change
Current Assets	\$ 21,553,390	\$ 21,703,908	\$ (150,518)	-0.7%
Capital Assets	\$ 23,505,810	\$ 22,522,649	\$ 983,161	4.4%
Deferred Outflows	4,330,609	2,109,192	2,221,417	105.3%
Current Liabilities	1,761,214	2,426,003	(664,789)	100.0%
Net Pension Liability	12,110,428	10,374,901	1,735,527	16.7%
Deferred Inflows	5,936,768	3,217,735	2,719,033	84.5%
Net Position	29,581,399	30,317,110	(735,711)	-2.4%

- The District purchased fixed assets totaling \$2,016,496 in 2015/16. This includes \$1,597,386 in expenditures toward the completion of Station 84 construction. Also purchased were three replacement staff utility vehicles totaling \$104,037. The District also upgraded its analog telephone system to a Voice Over Internet Protocol (VoIP) system in 2015/16, which cost approximately \$45,000. All capital assets are valued at historical cost and depreciated over their estimated useful lives using the straight-line method.

ECONOMIC OUTLOOK

The District's financial net position continues to be adequate and reflects financial stability. Development and property values continue to grow and this trend is expected to continue into the 2016/17 fiscal year. The District recognizes the challenges that lie ahead with increased pension and healthcare costs, and is active in its efforts to prefund its pension

and other post-employment benefit (OPEB) obligations. The District's Board of Directors and staff continuously monitor economic trends and forecasts to ensure sound fiscal management.

CONTACT

For questions regarding this report, please contact the El Dorado Hills Fire Department Director of Finance at 1050 Wilson Blvd., El Dorado Hills, CA 95762.

EL DORADO HILLS FIRE DEPARTMENT
STATEMENT OF NET POSITION AND GOVERNMENTAL FUND BALANCE SHEET
June 30, 2016

ASSETS AND DEFERRED OUTFLOWS	All Funds	Adjustments	Statement of Net Position
Cash (Note 3)	\$21,084,303	\$ -	\$ 21,084,303
Accounts receivable - other	239,853	-	239,853
Prepaid expenses	229,234	-	229,234
Capital assets (Note 4)	-	32,158,518	32,158,518
Less, accumulated depreciation	-	(8,652,708)	(8,652,708)
Total assets	<u>21,553,390</u>	<u>23,505,810</u>	<u>45,059,200</u>
DEFERRED OUTFLOWS	-	<u>4,330,609</u>	<u>4,330,609</u>
Total assets and deferred outflows	<u>\$21,553,390</u>	<u>\$ 27,836,419</u>	<u>\$ 49,389,809</u>
LIABILITIES AND DEFERRED INFLOWS			
Accounts payable	\$ 117,396	\$ -	\$ 117,396
Accrued employee benefits payable	423,713	-	423,713
Accrued vacation and sick leave benefits	1,220,105	-	1,220,105
Weed abatement deposits	-	-	-
Net pension liability (Note 6)	-	<u>12,110,428</u>	<u>12,110,428</u>
Total liabilities	<u>1,761,214</u>	<u>12,110,428</u>	<u>13,871,642</u>
DEFERRED INFLOWS	-	<u>5,936,768</u>	<u>5,936,768</u>
FUND BALANCES/NET POSITION			
Fund balances (Note 9):			
Restricted	3,697,146	(3,697,146)	-
Committed	3,826,024	(3,826,024)	-
Unassigned	<u>12,269,006</u>	<u>(12,269,006)</u>	-
Total fund balances	<u>19,792,176</u>	<u>(19,792,176)</u>	-
Total liabilities, deferred inflows and fund balances	<u>\$21,553,390</u>		
Net position (Note 9):			
Net investment in capital assets		23,505,810	23,505,810
Restricted		3,697,146	3,697,146
Unrestricted		<u>2,378,443</u>	<u>2,378,443</u>
		<u>\$ 29,581,399</u>	<u>\$ 29,581,399</u>

See notes to financial statements

EL DORADO HILLS FIRE DEPARTMENT
STATEMENT OF ACTIVITIES AND GOVERNMENTAL FUND REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCES
for the year ended June 30, 2016

	All Funds	Adjustments	Statement of Activities
Program expenditures/expenses:			
Public protection	\$16,156,449	\$ 2,233,143	\$18,389,592
Support services	618,062	-	618,062
Capital outlay	2,016,496	(2,016,496)	-
Depreciation	-	1,029,978	1,029,978
Loss on disposal of equipment	-	3,357	3,357
Total program expenditures/expenses	<u>18,791,007</u>	<u>1,249,982</u>	<u>20,040,989</u>
Program revenues:			
OES/Mutual Aid reimburse	736,099	-	736,099
JPA revenue	1,010,264	-	1,010,264
Total program revenues	<u>1,746,363</u>	<u>-</u>	<u>1,746,363</u>
General revenues:			
Tax revenue	14,539,642	-	14,539,642
Latrobe tax revenue	292,239	-	292,239
Development fees	2,489,829	-	2,489,829
Interest income	77,353	-	77,353
Grant revenue	-	-	-
Contributions	8,100	-	8,100
Cell site rental	30,628	-	30,628
Other	121,124	-	121,124
Total general revenues	<u>17,558,915</u>	<u>-</u>	<u>17,558,915</u>
Excess of revenues (expenditures)/ changes in net position	514,271	(1,249,982)	(735,711)
Fund balances/net position:			
Beginning	<u>19,277,905</u>	<u>11,039,205</u>	<u>30,317,110</u>
Ending	<u>\$19,792,176</u>	<u>\$ 9,789,223</u>	<u>\$29,581,399</u>

See notes to financial statements

EL DORADO HILLS FIRE DEPARTMENT
STATEMENT OF REVENUES AND EXPENDITURES
COMPARED TO BUDGET
for the year ended June 30, 2016

	<u>Budget</u>	<u>Actual</u>	<u>Favorable/ (Unfavorable) Variance</u>
Revenues:			
Tax revenue	\$14,420,616	\$14,539,642	\$ 119,026
Development fees	75,000	2,489,829	2,414,829
OES/Mutual Aid reimburse	400,000	736,099	336,099
JPA revenue	804,000	1,010,264	206,264
Latrobe tax revenue	256,651	292,239	35,588
Interest income	40,000	77,353	37,353
Grant revenue	-	-	-
Contributions	-	8,100	8,100
Cell site rental	-	30,628	30,628
Other	<u>135,000</u>	<u>121,124</u>	<u>(13,876)</u>
Total revenues	<u>16,131,267</u>	<u>19,305,278</u>	<u>3,174,011</u>
Expenditures:			
Salaries	6,732,264	6,340,204	392,060
Overtime	1,950,000	2,135,925	(185,925)
Volunteer pay	115,000	77,030	37,970
Director pay	16,000	20,400	(4,400)
Vacation and sick	100,000	170,048	(70,048)
Retirement	2,270,041	2,104,899	165,142
Medicare	130,893	123,580	7,313
Other benefits	3,057,557	3,077,631	(20,074)
Clothing and personal supplies	77,900	87,817	(9,917)
Communications	178,440	114,448	63,992
Housekeeping	23,300	40,513	(17,213)
Insurance	62,000	50,492	11,508
Maintenance – equipment	294,150	229,424	64,726
– structures	99,310	112,223	(12,913)
Medical supplies	3,900	8,884	(4,984)
Memberships	9,110	12,139	(3,029)
Miscellaneous	12,500	3,908	8,592
Office supplies	20,850	22,720	(1,870)

(continued)

See notes to financial statements

EL DORADO HILLS FIRE DEPARTMENT
STATEMENT OF REVENUES AND EXPENDITURES, continued
COMPARED TO BUDGET
for the year ended June 30, 2016

	<u>Budget</u>	<u>Actual</u>	<u>Favorable/ (Unfavorable) Variance</u>
Expenditures (continued):			
Professional services	\$ 509,650	\$ 508,681	\$ 969
Rents and leases	25,928	21,640	4,288
Small tools	57,300	51,402	5,898
Special departmental expenses	107,750	77,044	30,706
Transportation and travel	120,000	82,011	37,989
Utilities	104,000	101,448	2,552
Fixed asset additions	3,410,300	2,016,496	1,393,804
Contingency	-	-	-
Cal PERS unfunded liability pmt.	<u>1,200,000</u>	<u>1,200,000</u>	<u>-</u>
Total expenditures	<u>20,688,143</u>	<u>18,791,007</u>	<u>1,897,136</u>
Excess of revenues/ (expenditures)	<u><u>\$ (4,556,876)</u></u>	<u><u>\$ 514,271</u></u>	<u><u>\$ 5,071,147</u></u>

See notes to financial statements

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS

1. Organization:

In 1963 the El Dorado Hills Fire Department was established under the El Dorado Hills County Water District ("District"). Ten years later, the citizens of El Dorado Hills voted to transfer all water and sewer system powers to the El Dorado Irrigation District; thereby leaving only fire protection under the direction of the District's Board.

The District's functions are governed by a five member Board of Directors elected by the District's voting population. The Board of Directors manages the Fire Chief who oversees all financial, administrative and operational aspects of the District for the purpose of carrying-out fire and emergency services.

El Dorado Hills County Water District operates four fire stations, employs 65 full-time employees and has approximately 17 volunteers. The District provides emergency medical services, rescue, fire suppression, and other public services as needed. The District is a member of the El Dorado County Emergency Services Authority, which also provides advanced life support and ambulance transport within the County.

In 2014, the District annexed Latrobe Fire Protection District into its sphere of influence. With this annexation the District expanded from 30,000 acres to 58,500 acres with over 15,000 homes and an estimated population of 45,000. Commercial development includes a 900-acre business park, a 260-acre town center commercial complex, three grocery stores, and a single large box-store. The total commercial square feet in the District is approximately 4.6 million.

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS, continued

2. Summary of Significant Accounting Policies:

The financial statements of the District have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the standard-setting body for establishing GAAP for state and local government organizations. The District's significant accounting policies are described below.

Measurement Focus and Basis of Accounting

The District reports a *General Fund* that is used to account for all financial resources except those required or designated by the Board of Directors to be accounted for in another fund.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flow takes place. Non-exchange transactions, in which the District gives or receives value without directly receiving or giving equal value in exchange, include property taxes, grants, entitlements and donations. Revenues from grants, entitlements and donations are recognized in the fiscal year in which all eligibility requirements have been satisfied.

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. The District considers revenues to be available if they are collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Revenues that are accrued include property taxes, interest income, and charges for current services. Revenues that are not accrued include permits and fines, forfeitures, and penalties, if applicable. Expenditures are generally recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due. General capital assets are reported as expenditures in governmental funds. Proceeds of general long-term and capital assets are reported as other financing sources.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in the government-wide financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board.

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS, continued

2. Summary of Significant Accounting Policies (continued):

Capital Assets

Capital assets are recorded at historical cost if purchased or constructed. Amortization of assets acquired under capital lease is included in depreciation. Structures and equipment are depreciated using the straight-line method over their estimated useful lives, which range from three to forty years.

Budgets

In accordance with the provisions of Sections 13901 through 13906 of the California Health & Safety Code and other statutory provisions, commonly known as the Budget Act, the District prepares and legally adopts a final balanced budget for each fiscal year.

Compensated Absences

Vested or accumulated vacation and sick leave that are expected to be liquidated with expendable available financial resources is reported as an expenditure and a fund liability.

Cash

The District maintains cash balances with the Treasurer of El Dorado County in an interest-bearing pooled investment account. The District's operating cash is held in a bank. The principal amount of District cash is invested with LAIF, a state local agency investment pool. All cash invested is within State statutes.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results may differ from those estimates.

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS, continued

2. Summary of Significant Accounting Policies (continued):

Property Taxes

The District receives property taxes from El Dorado County. Property taxes become a lien on the first day of the year they are levied. Secured property tax is levied on July 1 and due in two installments, on November 1 and February 1. They become delinquent on December 10 and April 10, respectively. Unsecured property taxes are levied on July 1, and become delinquent on August 31. The District elected to receive the property taxes from the County under the Teeter Bill Program. Under this Program, the District receives 100% of the levied property taxes in periodic payments, with the County assuming responsibility for delinquencies.

Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS, continued

3. Cash:

The District had the following cash balances at June 30, 2016:

Petty cash	\$	100
Cash in bank		89,138
Cash with County:		
General	\$	605,126
Development fees		3,697,119
JPA Retiree health benefits		26
Weed abatement		<u>28,869</u>
		4,331,140
LAIF		<u>16,663,925</u>
Total cash balance		<u>\$21,084,303</u>

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS, continued

4. Capital Assets:

Changes in capital assets for the year ended June 30, 2016 are as follows:

	Balance, beginning of year	Additions	Transfers from	Disposals	Balance, end of year
Land	\$ 4,587,512	\$ -	\$ -	\$ -	\$ 4,587,512
Buildings and improvements	13,744,199	30,286	5,487,095	481	19,261,099
Vehicles	5,238,039	117,900	-	-	5,355,939
Equipment	<u>3,489,089</u>	<u>270,924</u>	<u>-</u>	<u>897,803</u>	<u>2,862,210</u>
	27,058,839	419,110	5,487,095	898,284	32,066,760
Work in progress:					
Station 84 rebuild	3,889,709	1,597,386	(5,487,095)	-	-
Training Facility	<u>91,758</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>91,758</u>
	<u>\$31,040,306</u>	<u>\$2,016,496</u>	<u>\$ -</u>	<u>\$ 898,284</u>	<u>\$32,158,518</u>

5. JPA:

The District is a member agency of the El Dorado County Emergency Services Authority, a Joint Powers Authority ("JPA"), which provides ambulance and other pre-hospital emergency transport services on the west slope of El Dorado County. There are ten member agencies in total. [verify this is still true as added CalFire dispatch this year] The governing Board of Directors controls the operations of the JPA. The JPA Board is made up of a Fire Chief or authorized alternate from each member agency. The JPA is independently accountable for its fiscal matters and maintains its own accounting records under the oversight of the El Dorado County Board of Supervisors. Each of the ten member Fire Districts approves the JPA budget and their vote is carried by their Fire Chief to the Board. Separate financial statements for the JPA are available.

The JPA contracts with the District for one medic unit with six employees working shift work. The District is fully reimbursed for all authorized costs incurred in the execution of the contract.

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS, continued

6. Defined Benefit Retirement Plan:

A. General Information About the Pension Plan

Plan Description

The District contributes to the California Public Employees Retirement System (CalPERS), a cost sharing multiple-employer defined benefit pension plan. The District participates in the miscellaneous 3% at age 50 risk pool (safety) and 3% at age 60 risk pool (miscellaneous). Effective on January 1, 2013, in accordance with Public Employees' Pension Reform Act (PEPRA), new employees who meet the definition of new member of CalPERS will have benefit formulas calculated as (safety) 2.7% at age 57 and (miscellaneous) 2% at age 62. The District also instituted a Tier 2 plan with slightly less benefits that would apply to new employees who were members of CalPERS with a different agency.

CalPERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. CalPERS acts as a common investment and administrative agent for participating public employers within the State of California. CalPERS require agencies with less than 100 active members in the plan to participate in the risk pool. All permanent District employees are eligible to participate in the System. Benefits vest after five years of service. Pre-PEPRA (January 1, 2013 and earlier hires) District employees who retire at age 50 to 55 and with over 5 years of credited service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 3.00 percent of their average salary (safety) during their last highest year of employment, based on years of employment, and 2.00 to 3.00 percent of their average salary for (miscellaneous) employees retiring between age 50 and 60. Employees hired after January 1, 2013 use last highest three years of employment to determine retirement benefit.

A menu of benefits provision as well as other requirements is established by State Statutes within the Public Employees Retirement Law. The plan selects optional benefit provisions from the benefit menu by contract with CalPERS and adopts those benefits through District resolution. CalPERS issues a separate comprehensive annual financial report. Copies of the CalPERS' annual financial report may be obtained from the CalPERS executive office, 400 P Street, Sacramento, California, 95814.

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS, continued

6. Defined Benefit Retirement Plan, continued:

Funding Policy

Covered employees are required by statute to contribute 9 percent (safety) and 8 percent (miscellaneous) of their salary to the plan. The District is required by the same statute to contribute the remaining amounts necessary to pay benefits when due; however, the employees contribute 3% of the employer's share. The District is required to contribute at an actuarially determined rate. The contribution requirements of the plan members and the District are established and may be amended by CalPERS. The District's contributions for the year ended June 30, 2016 was \$2,104,899.

The Plans' provisions and benefits in effect at June 30, 2016, are summarized as follows:

	<u>Safety - Classic</u>	<u>Miscellaneous - Classic</u>	<u>PEPRA Safety</u>
Benefit formula	3% @ 50	3% @ 60	2.7% @ 57
Employee Contribution Rate	12%	11%	11.5%
Employer Contribution Rate	15.524%	8.718%	11.153%
EPMC (Employer Paid Member Contribution)*	9%	8%	0%
	<u>Safety Tier 2</u>	<u>Misc. Tier 2</u>	<u>PEPRA Misc.</u>
Benefit Formula	3% @ 55	2% @ 55	2% @ 62
Employee Contribution Rate	12%	7%	6.25%
Employer Contribution Rate	12.627%	8.003%	6.237%
EPMC (Employer Paid Member Contribution)*	9%	4%	0%

* The Employer Paid Member Contribution (EPMC) represents the portion of the Employee Contribution Rate that is paid by the Employer. The net amount paid by the employee is calculated by subtracting the EPMC from the Employee Contribution Rate.

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS, continued

6. Defined Benefit Retirement Plan, continued:

Contributions - Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for both Plans are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

B. *Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions:*

As of June 30, 2016, the District reported net pension liability as follows:

Net pension liability	<u>\$12,110,428</u>
-----------------------	---------------------

The District's net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of each of the Plans is measured as of June 30, 2015, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2014 rolled forward to June 30, 2015 using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined.

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS, continued

6. Deferred Benefit Retirement Plan, continued:

For the year ended June 30, 2016, the District recognized pension expense of \$4,338,042. At June 30, 2016, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Adjustment due to differences in proportions	\$ 3,810	
Net differences between projected and actual earnings on pension plan investments		\$ 2,743,000
Effects of adjustment due to differences in proportions		
Changes in assumptions		2,023,874
Differences between expected and actual experiences		925,728
Net differences between projected and actual earnings on pension plan investments	2,221,900	190,649
Difference between employer contributions and proportionate share of employer contributions		53,517
Pension contributions subsequent to measurement date	<u>2,104,899</u>	<u>-</u>
	<u>\$4,330,609</u>	<u>\$ 5,936,768</u>

\$2,104,899 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2016. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year Ended <u>June 30</u>	
2016	\$(1,905,959)
2017	(1,681,507)
2018	(700,137)
2019	576,545

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS, continued

6. Defined Benefit Retirement Plan, continued:

Actuarial Assumptions – The total pension liabilities in the June 30, 2014 actuarial valuations were determined using the following actuarial assumptions:

	<u>Miscellaneous</u>		<u>Safety</u>		PEPRA
					<u>Safety</u>
Valuation date	June 30, 2014	June 30, 2014	June 30, 2014	June 30, 2014	June 30, 2014
Measurement date	June 30, 2015	June 30, 2015	June 30, 2015	June 30, 2015	June 30, 2015
Actuarial Cost Method	Entry-Age Normal Cost Method				
Actuarial Assumptions:					
Discount rate	7.5%	7.5%	7.5%	7.5%	7.5%
Inflation	2.75%	2.75%	2.75%	2.75%	2.75%
Payroll Growth	3.0%	3.0%	3.0%	3.0%	3.0%
Projected Salary Increase	3.3% - 14.2%	3.3% - 14.2%	3.3% - 14.2%	3.3%-14.2%	3.3%-14.2%
Investment Rate of Return	7.5%	7.5%	7.5%	7.5%	7.5%

Discount Rate – The discount rate used to measure the total pension liability was 7.5% for each Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.50 percent discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.50 percent will be applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report that can be obtained from the CalPERS website.

According to Paragraph 30 of Statement 68, the long-term discount rate should be determined without reduction for pension plan administrative expense. The 7.50 percent investment return assumption used in this accounting valuation is net of administrative expenses. Administrative expenses are assumed to be 15 basis points. An investment return excluding administrative expenses would have been 7.65 percent. Using this lower discount rate has resulted in a slightly higher Total Pension Liability and Net Pension Liability. CalPERS checked the materiality threshold for the difference in calculation and did not find it to be a material difference.

CalPERS is scheduled to review all actuarial assumptions as part of its regular Asset Liability Management (ALM) review cycle that is scheduled to be completed in February 2018. Any changes to the discount rate will require Board action and proper stakeholder outreach. For these reasons, CalPERS expects to continue using a discount rate net of administrative expenses for GASB 67 and 68 calculations through at least the 2017-18 fiscal year. CalPERS will continue to check the materiality of the difference in calculation until such time as we have changed our methodology.

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS, continued

6. Defined Benefit Retirement Plan, continued:

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

<u>Asset Class</u>	<u>New Strategic Allocation</u>	<u>Real Return Years 1-10(a)</u>	<u>Real Return Years 11+(b)</u>
Global Equity	47.0%	5.25%	5.71%
Global Fixed Income	19.0%	0.99%	2.43%
Inflation Sensitive	6.0%	0.45%	3.36%
Private Equity	12.0%	6.83%	6.95%
Real Estate	11.0%	4.50%	5.13%
Infrastructure and Forestland	3.0%	4.50%	5.09%
Liquidity	<u>2.0%</u>	-0.55%	-1.05%
Total	<u>100%</u>		

(a) An expected inflation of 2.5% used for this period.

(b) An expected inflation of 3.0% used for this period.

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS, continued

6. Defined Benefit Retirement Plan, continued:

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate – The following presents the District's proportionate share of the net pension liability for each Plan, calculated using the discount rate for each Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	<u>Safety</u>	<u>Miscellaneous</u>	PEPRA <u>Safety</u>
1% Decrease Net Pension Liability	6.65% \$18,581,995	6.65% \$874,633	6.65% \$(1,005)
Current Discount Rate Net Pension Liability	7.65% \$11,589,530	7.65% \$521,525	7.65% \$(627)
1% Increase Net Pension Liability	8.65% \$ 5,855,835	8.65% \$229,992	8.65% \$(317)

Pension Plan Fiduciary Net Position – Detailed information about each pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

7. Other Post-Employment Benefits (OPEB):

Plan Description: In addition to pension benefits, the District provides certain post-employment health care benefits to eligible retirees and their eligible dependents who retire from the District at age 50 with at least five years of service, or become fully disabled while working. The District provides health benefits to any retiree with a PERS pension, and continues it for surviving spouses. Coverage for dependents is paid by the District. Coverage is for medical benefits only.

Funding Policy: The contribution requirements of plan members and the District are established and may be amended by the Board of Directors. Annually, the District intends to make a total contribution equal to or greater than the Annual Required Contribution (ARC). For the fiscal year ended June 30, 2016, the District contributed \$813,577. Retiree benefit costs are to be paid directly by the District and any remaining amount (up to 100% of the ARC) is deposited into the OPEB California Employers' Retiree Benefit Trust (CERBT) fund. At June 30, 2016 the CERBT account balance was \$5,416,100.

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS, continued

7. Other Post-Employment Benefits (OPEB), continued:

Annual OPEB Cost and Net OPEB Obligation: The District's annual other postemployment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years.

The District has paid the annual required contribution (ARC) to CERBT each year. Therefore, the net OPEB obligation is \$0.

Funded Status and Funding Progress: As of July 1, 2015, there were 26 retirees receiving health benefits. The actuarial accrued liability for benefits was \$10,798,030 of which 44.31% was funded. The covered payroll (annual payroll of active employees covered by the plan) was \$7,361,364 and the ratio of UAAL to the covered payroll was 81.69%.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions: Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the value of assets, consistent with the long-term perspective of the calculations.

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS, continued

7. Other Post-Employment Benefits (OPEB), continued:

In the July 1, 2015 actuarial valuation, the projected unit credit actuarial method was used. The investment return assumption is 7.0% per year. This interest rate is appropriate if the District will fund the ARC fully with investments that are expected to earn that rate of return. This rate is also used to discount expected future benefit payments to present value. The UAAL is the present value of benefits attributed to the past which have not yet been funded. The UAAL is amortized over 30 years beginning July 1, 2008. The remaining amortization period at June 30, 2016 is twenty three years. Healthcare premiums are expected to rise 5% per annum in the future.

8. Development Fees:

The use of development fees is restricted solely for financing public facilities and equipment necessary to serve new developments.

Activities of development fees cash for 2015-16 follows:

Cash – beginning, El Dorado Hills Fire Department, July 1, 2015	\$ 2,927,100
2015-16 activity:	
Add, development fees collected	\$ 2,489,829
interest income	10,268
Deduct, transfers for prior year capital items	<u>(1,730,078)</u>
Ending County cash, Development Fees, June 30, 2016	3,697,119
Deduct, development fees used 2015-16, cash to be transferred in 2016-17 fiscal year	<u>798,693</u>
	<u>798,693</u>
Development fee cash available for use, future years	<u>\$ 2,898,426</u>

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS, continued

9. Equity:

General Fund:

Restricted for:	
Development fees	\$3,697,119
JPA medical benefits	<u>27</u>
	\$ 3,697,146
Committed for:	
Capital replacement	3,826,024
Unassigned	<u>12,269,006</u>
	<u>\$19,792,176</u>
Total General Fund Equity	

Statement of Net Position:

Net investment in capital assets

Restricted:	
Development fees	\$ 3,697,119
JPA medical benefits	<u>27</u>
	3,697,146
Unrestricted:	
Board designated:	
Capital replacement	3,826,024
Undesignated:	<u>(1,447,581)</u>
	<u>2,378,443</u>
Total Net Assets	<u>\$29,581,399</u>

EL DORADO HILLS FIRE DEPARTMENT
NOTES TO FINANCIAL STATEMENTS, continued

10. Operating Lease:

The District leases various equipment including solar energy systems. Monthly payments for these leases total approximately \$6,000.

11. Risk of Loss

El Dorado Hills Fire Department is exposed to various risks of loss related to theft of, damage to, and destruction of assets; and injuries to employees. During the 2016 fiscal year, the District purchased certain commercial insurance coverages to provide for these risks.

12. Subsequent Events:

Management has evaluated subsequent events through September 21, 2016, the date these June 30, 2016 financial statements were available to be issued.

SUPPLEMENTAL INFORMATION

EL DORADO HILLS FIRE DEPARTMENT
PRINCIPAL OFFICIALS

Board of Directors:

John Hidahl	President
Greg Durante	Vice-President
Barbara Winn	
James Hartley	
Doug Hus	

Operations:

David Roberts	Chief
Jessica Braddock	Director of Finance

EL DORADO HILLS FIRE DEPARTMENT
SCHEDULE OF FUNDING PROGRESS
Other Post-Employment Benefits (OPEB)
for the year ended June 30, 2016

The table below shows an analysis of the actuarial value of assets as a percentage of the actuarial accrued liability and the unfunded actuarial accrued liability as a percentage of the annual covered payroll as of June 30:

Actuarial Valuation Date	(1) Actuarial Value of Plan Assets	(2) Actuarial Accrued Liability (AAL)	(3) Funded Ratio	(4) Unfunded Actuarial Accrued Liability (UAAL)	(5) Annual Covered Payroll	(6) UAAL as a % of Covered Payroll (4)/(5)
7/1/2015	\$4,784,268	\$10,798,030	44.31%	\$6,013,762	\$7,361,364	81.69%
7/1/2013	\$3,325,000	\$8,873,200	37.47%	\$5,548,200	\$5,449,000	101.82%
7/1/2011	\$2,015,900	\$7,376,143	27.33%	\$5,361,000	\$5,544,200	96.70%
1/1/2010	\$1,367,279	\$5,814,000	23.52%	\$4,446,721	\$6,641,000	66.96%
1/1/2008	\$ 483,612	\$5,353,000	9.03%	\$4,869,388	\$6,123,000	79.53%

EL DORADO HILLS FIRE DEPARTMENT
SCHEDULE OF THE DISTRICT'S PROPORTIONATE SHARE OF THE NET
PENSION LIABILITY

As of June 30, 2016
Last 10 years (1)

	2016			2015		
	<u>Safety</u>	<u>PEPRA Safety</u>	<u>Misc.</u>	<u>Safety</u>	<u>PEPRA Safety</u>	<u>Misc.</u>
Proportion of the net pension liability	0.28127%	-0.00002%	0.01901%	0.15932%	0.00%	0.00741%
Proportionate share of the net pension liability	\$11,589,530	\$(627)	\$ 521,525	\$ 9,913,883	\$ 127	\$ 460,891
Covered – employee payroll	\$12,056,391	\$ 404,735	\$ 618,665	\$ 6,070,736	\$47,704	\$ 415,532
Proportionate Share of the net pension liability as percentage of covered-employee payroll	97.886%	-0.155%	84.298%	163.31%	.27%	110.92%
Plan's fiduciary net position	\$44,743,169	\$ 21,297	\$2,294,487	\$43,440,043	\$ 556	\$2,234,821
Plan fiduciary net position as a percentage of the total pension liability	79.43%	103.03%	81.48%	81.42%	81.41%	83.03%

Notes to Schedule:

Change in Benefit Terms: The figures above do not include any liability impact that may have resulted from plan changes which occurred after June 30, 2014 as they have minimal cost impact. This applies for voluntary benefit changes as well as any offers of Two Years Additional Service Credit (a.k.a. Golden Handshakes). Employers that have done so may need to report this information as a separate liability in their financial statement as CalPERS considers such amounts to be separately financed employer-specific liabilities. These employers should consult with their auditors.

Changes in assumptions: None

(1) Fiscal year 2015 was the 1st year of implementation, therefore only two years are shown.

EL DORADO HILLS FIRE DEPARTMENT
SCHEDULE OF CONTRIBUTIONS FOR PENSIONS

As of June 30, 2016

Last 10 years (1)

	2016			2015		
	<u>Safety</u>	<u>PEPRA Safety</u>	<u>Misc.</u>	<u>Safety</u>	<u>PEPRA Safety</u>	<u>Misc.</u>
Contractually required contribution (actuarially determined)	\$ 2,495,867	\$ 83,787	\$ 128,074	\$ 1,340,262	\$ 19,510	\$ 43,590
Contributions in relation to the actuarially determined contributions	(3,066,255)	(102,935)	(157,343)	(1,340,262)	(19,510)	(43,590)
Contribution deficiency (excess)	<u>\$ (570,388)</u>	<u>\$ (19,148)</u>	<u>\$ (29,269)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered – employee payroll	\$12,056,391	\$ 404,735	\$ 618,665	\$ 6,070,736	\$ 47,704	\$ 415,532
Contributions as a percentage of covered employee payroll	25.43%	25.43%	25.43%	22.08%	40.90%	10.49%

Notes to Schedule:

Valuation date:

6/30/15 6/30/15 6/30/15 6/30/14 6/30/14 6/30/14

Methods and assumptions used to determine contribution rates:

Amortization method	Entry Age Normal Cost Method
Remaining amortization period	15 Years
Asset valuation method	Market Value
Inflation	2.75%
Salary increases	Varies by Entry Age and Service
Investment rate of return	7.5% Net of Pension Plan Investment and Admin. Expenses

(1) Fiscal year 2015 was the 1st year of implementation, therefore only two years are shown.

FY 17-18 Preliminary Budget - Providers - Draft 3

Class 30: Wages/Benefits	JPA 2017-18 Projection	CP 2017-18 Projection	DS 2017-18 Projection	EDCF 2017-18 Projection	EDH 2017-18 Projection	GT 2017-18 Projection	TOTALS	Variance Explanation or Comments
3000 Reg. Employees	169,877.00	1,100,000.00	504,000.00	2,604,597.20	423,285.21	480,000.00	5,281,759.41	
3001 Extra Help	-	-	5,000.00	-	-	40,000.00	45,000.00	
3002 Overtime	-	-	99,000.00	342,499.20	106,943.26	120,000.00	668,442.46	
3004 Other Comp	1,600.00	-	3,200.00	-	4,800.00	-	9,600.00	
3020 Retirement	-	-	165,000.00	760,600.52	178,985.05	201,000.00	1,305,585.57	
3021 Social Security	10,500.00	-	40,000.00	500.00	-	4,400.00	55,400.00	
3022 Medicare	2,500.00	-	9,000.00	40,000.00	7,688.31	7,300.00	66,488.31	
3040 Health Ins.	-	-	105,000.00	531,640.00	120,750.00	72,000.00	829,390.00	
3041 Fed. Unempl.	1,900.00	-	-	-	1,390.10	1,700.00	4,990.10	
3042 Disability Ins.	-	-	1,800.00	8,000.00	1,852.20	1,600.00	13,252.20	
3043 Deferred Comp.	-	-	17,000.00	-	-	25,000.00	42,000.00	
3044 Vision Insurance	-	-	-	-	14,400.00	2,000.00	16,400.00	
3046 Retiree Health (OPEB)	-	-	63,117.00	186,866.00	80,000.00	79,677.00	409,660.00	CP - Accounted for under s/o 3000
3060 Workers' Comp	1,500.00	-	66,000.00	152,320.00	67,494.68	20,000.00	307,314.68	
3080 Life/Flexible Benefits	-	-	700.00	-	1,267.72	-	1,967.72	
CLASS 30: TOTALS	\$187,877.00	\$1,100,000.00	\$1,078,817.00	\$4,627,022.92	\$1,008,856.53	\$1,054,677.00	\$9,057,250.45	
Class 40: Serv/Supplies	JPA 2017-18 Projection	CP 2017-18 Projection	DS 2017-18 Projection	EDCF 2017-18 Projection	EDH 2017-18 Projection	GT 2017-18 Projection	TOTALS	Variance Explanation or Comments
4020 Clothing	-	-	1,000.00	-	-	750.00	1,750.00	
4021 Fire Turnouts	500.00	6,800.00	6,500.00	25,750.00	4,326.00	6,200.00	50,076.00	
4022 Uniforms	100.00	-	1,000.00	16,800.00	-	6,000.00	23,900.00	
4040 Communications	1,210,000.00	-	-	-	-	-	1,210,000.00	
4060 Inservice Food	260.00	-	-	250.00	-	-	510.00	
4080 Household Exp.	200.00	3,600.00	-	6,000.00	-	25.00	9,825.00	
4085 Refuse Disposal	270.00	-	-	-	-	-	270.00	
4087 Extermination	-	-	-	-	-	-	-	
4100 Insurance	30,000.00	-	-	-	-	-	30,000.00	
4140 Maint: Equip.	10,000.00	-	-	-	4,326.00	-	14,326.00	
4141 Maint: Office Equip	-	-	-	-	-	-	-	
4142 Maint: Radio	3,000.00	-	-	-	-	-	3,000.00	
4143 Maint: Service Contract	-	-	-	-	-	-	-	
4145 Maint: Equip. Prts	400.00	-	-	-	-	1,200.00	1,600.00	
4160 Vehicle Maint	90,000.00	-	-	-	-	-	90,000.00	
4161 Vehicle Maint: Parts Direct	-	-	-	-	-	-	-	
4162 Veh Maint:Sup	20,000.00	-	-	-	-	-	20,000.00	
4164 Veh Maint: Tires	20,000.00	-	-	-	-	-	20,000.00	
4165 Veh Maint: Oils	4,000.00	-	-	-	-	-	4,000.00	
4180 Maint: Bldg/Imp	500.00	-	-	-	-	-	500.00	
4182 Structures Maint	-	-	-	-	-	-	-	
4197 Maint. Bldg Supplies	200.00	-	-	-	-	-	200.00	
4200 Medical Supplies	460,000.00	-	-	-	-	-	460,000.00	
4220 Memberships	25.00	-	-	-	-	450.00	475.00	
4240 Misc. Expense	600.00	-	-	-	1,622.25	-	2,222.25	
4260 Office Expense	3,000.00	1,500.00	1,000.00	1,000.00	1,622.25	100.00	8,222.25	
4261 Postage	900.00	-	-	-	-	-	900.00	
4162 Software	200.00	-	-	-	-	100.00	300.00	
4263 Subscriptions	145.00	-	-	-	-	-	145.00	
4266 Printing	150.00	-	-	-	-	-	150.00	
4300 Professional Serv	70,000.00	-	-	-	-	100.00	70,100.00	
4304 Admin Fees	160,000.00	-	-	-	-	-	160,000.00	
4308 External Data Svcs	-	-	-	-	-	-	-	
4324 Medical	-	-	-	-	2,163.00	650.00	2,813.00	
4400 Publicat/Legal	200.00	-	-	-	-	-	200.00	
4420 Rent/Lease/Equip	22,000.00	-	-	-	-	-	22,000.00	
4440 Rent/Lease/Bldg	157,200.00	-	-	-	-	-	157,200.00	
4460 Equip: Sm Tool	-	-	1,000.00	-	-	500.00	1,500.00	
4461 Equipment: Minor	5,000.00	4,000.00	2,000.00	5,000.00	540.75	500.00	17,040.75	
4462 Equip: Computers	15,000.00	-	3,000.00	6,000.00	1,081.50	1,000.00	26,081.50	
4463 Equip:Telephone & Radio	400.00	-	-	-	-	-	400.00	
4500 Special Dept Exp	500.00	-	-	-	-	-	500.00	
4502 Educ Materials	-	-	500.00	-	-	-	500.00	
4503 Staff Development(1099)	-	-	-	-	-	800.00	800.00	
4529 Software License	1,800.00	-	-	-	-	-	1,800.00	
4540 Staff Development	32,000.00	3,600.00	3,000.00	29,200.00	3,777.50	1,625.00	73,202.50	
4600 Transport/Travel	-	500.00	1,000.00	-	540.75	-	2,040.75	
4602 Mile Emp Prv Auto	400.00	-	-	-	-	-	400.00	
4606 Fuel Purchases	210,000.00	-	-	-	-	-	210,000.00	
4620 Utilities	98,500.00	-	-	-	-	-	98,500.00	
CLASS 40: SUBTOTALS	\$2,627,450.00	\$20,000.00	\$20,000.00	\$90,000.00	\$20,000.00	\$20,000.00	\$2,797,450.00	
Class 60: Fixed Assets	JPA 2017-18 Projection	CP 2017-18 Projection	DS 2017-18 Projection	EDCF 2017-18 Projection	EDH 2017-18 Projection	GT 2017-18 Projection	TOTALS	Variance Explanation or Comments
6040 Fixed Assets	465,000.00	-	-	-	-	-	465,000.00	
Class 60 Total	\$465,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$465,000.00	
Budget Totals	JPA 2017-18 Projection	CP 2017-18 Projection	DS 2017-18 Projection	EDCF 2017-18 Projection	EDH 2017-18 Projection	GT 2017-18 Projection	TOTALS	Variance Explanation or Comments
Class 30: Wages/Benefits	187,877.00	1,100,000.00	1,078,817.00	4,627,022.92	1,008,856.53	1,054,677.00	9,057,250.45	
Class 40: Serv/Supplies	2,627,450.00	20,000.00	20,000.00	90,000.00	20,000.00	20,000.00	2,797,450.00	
Class 60: Fixed Assets	465,000.00	-	-	-	-	-	465,000.00	
Totals	\$3,280,327.00	\$1,120,000.00	\$1,098,817.00	\$4,717,022.92	\$1,028,856.53	\$1,074,677.00	\$12,319,700.45	

FY 17-18 Preliminary Budget - Non-Providers - Draft 3

Class 30: Wages/Benefits	GV 2017-18 Projection	MOS 2017-18 Projection	PIO 2017-18 Projection	RES 2017-18 Projection	CAL FIRE ECC 2017-18 Projection	TOTALS	Variance Explanation or Comments
3000 Reg. Employees	-	-	-	-	1,027,405.00	1,027,405.00	
3001 Extra Help	-	-	-	-	-	-	
3002 Overtime	-	-	-	-	-	-	
3004 Other Comp	-	-	-	-	-	-	
3020 Retirement	-	-	-	-	-	-	
3021 Social Security	-	-	-	-	-	-	
3022 Medicare	-	-	-	-	-	-	
3040 Health Ins.	-	-	-	-	-	-	
3041 Fed. Unempl.	-	-	-	-	-	-	
3042 Disability Ins.	-	-	-	-	-	-	
3043 Deferred Comp.	-	-	-	-	-	-	
3044 Vision Insurance	-	-	-	-	-	-	
3046 Retiree Health	-	-	-	-	-	-	
3060 Workers' Comp	-	-	-	-	-	-	
3080 Life/Flexible Benefits	-	-	-	-	-	-	
CLASS 30: TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	\$1,027,405.00	\$1,027,405.00	
Class 40: Serv/Supplies	GV 2017-18 Projection	MOS 2017-18 Projection	PIO 2017-18 Projection	RES 2017-18 Projection	CAL FIRE ECC 2017-18 Projection	TOTALS	Variance Explanation or Comments
4020 Clothing	-	-	-	-	-	-	
4021 Fire Turnouts	-	-	-	-	-	-	
4022 Uniforms	-	-	-	-	4,408.00	4,408.00	
4040 Communications	-	-	-	-	-	-	
4060 Inservice Food	-	-	-	-	-	-	
4080 Household Exp.	-	-	-	-	-	-	
4085 Refuse Disposal	-	-	-	-	-	-	
4087 Extermination	-	-	-	-	-	-	
4100 Insurance	-	-	-	-	-	-	
4140 Maint: Equip.	-	-	-	-	-	-	
4141 Maint: Office Equip	-	-	-	-	-	-	
4142 Maint: Radio	-	-	-	-	-	-	
4143 Maint: Service Contract	-	-	-	-	-	-	
4145 Maint: Equip. Prts	-	-	-	-	-	-	
4160 Vehicle Maint	-	-	-	-	-	-	
4161 Vehicle Maint: Parts Direct	-	-	-	-	-	-	
4162 Veh Maint: Sup	-	-	-	-	-	-	
4164 Veh Maint: Tires	-	-	-	-	-	-	
4165 Veh Maint: Oils	-	-	-	-	-	-	
4180 Maint: Bldg/Imp	-	-	-	-	-	-	
4182 Structures Maint	-	-	-	-	-	-	
4197 Maint. Bldg Supplies	-	-	-	-	-	-	
4200 Medical Supplies	5,000.00	2,500.00	5,000.00	5,000.00	-	17,500.00	
4220 Memberships	-	-	-	-	200.00	200.00	Non-contract item
4240 Misc. Expense	-	-	-	-	-	-	
4260 Office Expense	-	-	-	-	-	-	
4261 Postage	-	-	-	-	-	-	
4162 Software	-	-	-	-	-	-	
4263 Subscriptions	-	-	-	-	200.00	200.00	Non-contract item
4266 Printing	-	-	-	-	-	-	
4300 Professional Serv	-	-	-	-	3,000.00	3,000.00	Non-contract item
4304 Admin Fees	-	-	-	-	130,630.00	130,630.00	
4308 External Data Svcs	-	-	-	-	-	-	
4324 Medical	-	-	-	-	-	-	
4400 Publicat/Legal	-	-	-	-	-	-	
4420 Rent/Lease/Equip	-	-	-	-	-	-	
4440 Rent/Lease/Bldg	-	-	-	-	-	-	
4460 Equip: Sm Tool	-	-	-	-	-	-	
4461 Equipment: Minor	-	-	-	-	5,000.00	5,000.00	Non-contract item
4462 Equip: Computers	-	-	-	-	3,000.00	3,000.00	
4463 Equip: Telephone & Radio	-	-	-	-	-	-	
4500 Special Dept Exp	-	-	-	-	-	-	
4502 Educ Materials	-	-	-	-	-	-	
4503 Staff Development(1099)	-	-	-	-	-	-	
4529 Software License	-	-	-	-	6,000.00	6,000.00	Non-contract item
4540 Staff Development	2,500.00	2,500.00	2,500.00	2,500.00	7,400.00	17,400.00	
4600 Transport/Travel	-	-	-	-	3,000.00	3,000.00	
4602 Mile Emp Prv Auto	-	-	-	-	-	-	
4606 Fuel Purchases	-	-	-	-	-	-	
4620 Utilities	-	-	-	-	1,080.00	1,080.00	
CLASS 40: SUBTOTALS	\$7,500.00	\$5,000.00	\$7,500.00	\$7,500.00	\$163,918.00	\$191,418.00	
Class 60: Fixed Assets	GV 2017-18 Projection	MOS 2017-18 Projection	PIO 2017-18 Projection	RES 2017-18 Projection	CAL FIRE ECC 2017-18 Projection	TOTALS	Variance Explanation or Comments
6040 Fixed Assets	-	-	-	-	-	-	
Class 60 Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Budget Totals	GV 2017-18 Projection	MOS 2017-18 Projection	PIO 2017-18 Projection	RES 2017-18 Projection	CAL FIRE ECC 2017-18 Projection	TOTALS	Variance Explanation or Comments
Class 30: Wages/Benefits	-	-	-	-	1,027,405.00	1,027,405.00	
Class 40: Serv/Supplies	7,500.00	5,000.00	7,500.00	7,500.00	163,918.00	191,418.00	
Class 60: Fixed Assets	-	-	-	-	-	-	
Totals	\$7,500.00	\$5,000.00	\$7,500.00	\$7,500.00	\$1,191,323.00	\$1,218,823.00	

JPA PRELIMINARY BUDGET - Fiscal Year 2017/2018 - Allocations									
Agency Allocations	JPA Admin Only	El Dorado County Fire	Diamond Springs Fire	Georgetown Fire	Cameron Park Fire	El Dorado Hills Fire	JPA FY 17/18 Allocation TOTALS	Allocation	Notes
4304 Admin Fees	\$ -	\$ 80,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 160,000.00	\$20K per ambulance per fiscal year	
4440 Rent/Lease/Bldg	\$ 13,200.00	\$ 72,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	\$ 157,200.00	\$1500 per ambulance per month; 18k per year	Includes all building related expenses such as pest control, insurance, household expenses, building maintenance and rent.
4620 Utilities	\$ 2,500.00	\$ 48,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 98,500.00	\$1000 per ambulance per month; 12k per year	Includes all utilities inclusive of phone, internet, refuse disposal, water, sewer, electric, propane.
6040 Fixed Assets	\$ 300,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000.00	2 rebuild ambulances	

Agency Allocations	Georgetown Fire	Allocation
4304 Admin Fees	\$ 20,000.00	\$20K per ambulance per fiscal year
4440 Rent/Lease/Bldg	\$ 18,000.00	\$1500 per ambulance per month; 18k per year
4620 Utilities	\$ 12,000.00	\$1000 per ambulance per month; 12k per year

Resolution No. 2016-21
El Dorado Hills County Water District

Resolution of Appreciation
to
Director John Hidahl

WHEREAS, **DIRECTOR JOHN HIDAHL** has provided loyal, dedicated, and outstanding service to the community of El Dorado Hills and the El Dorado Hills Fire Department during his thirty-three years of service from 1981 to 1998 and 2000 to 2016; and

WHEREAS, Director John Hidahl has brought his vast knowledge of the history of El Dorado Hills, and became known for his wealth of wisdom and leadership skills. Additionally, Director John Hidahl's vision played a key role in the District's financial stability and extensive expansion as the community has grown, and

WHEREAS, Director John Hidahl always kept informed of public policy, laws, and the needs of the community in addition to faithfully serving and generously giving of his time and resources to the El Dorado Hills County Water District and to the El Dorado Hills Citizens; and

WHEREAS, Director John Hidahl has given unselfishly of his time and interest during the years that he served the District, building trusting relationships with representatives from the County, the Community, the El Dorado Hills Professional Firefighters Association, the El Dorado Hills Volunteer Firefighters Association, El Dorado Hills Fire Department Administration and many others; providing leadership, vision and excellence in all areas of responsibility; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE EL DORADO HILLS COUNTY WATER DISTRICT, that this Board does, on behalf of the District, its employees and all its inhabitants, express warm thanks, appreciation and gratitude to Director John Hidahl for his service and does further extend to him best wishes and for continued success in all future endeavors.

PASSED AND ADOPTED THIS 22nd DAY OF DECEMBER

Greg Durante, President

ATTEST:

Jessica Braddock, Board Secretary

Request to sell or donate surplus equipment:

Summary:

In the process of updating equipment to current needs and standards we have accumulated a surplus supply of old equipment. Requesting approval to sell or donate the equipment to other fire departments in need.

- Nozzles various sizes and types
- Lock out tag out kits
- K12 saw
- Brass- Siamese, y's, relief valves, reducers
- Stokes baskets x9
- Wildland hose packs 1.5" and 1" x50+
- Hurst tools and 2 pumps. 1- Spreaders, 3-rams, 1-shears, 2 combi tools and hoses and ram extenders
- Homaltro tools and 4-pump. 1- Spreaders, 1-shears,1- rams and hoses
- Extinguishers x12 Co2 and Dry chemical
- Smoke fans(PPV) x2
- Hose 1-3/4" x 1500 feet. 2-1/2" x 200feet. 1" x 4500feet
- Honda generator light
- MSA TIC

Fiscal Impact:

Revenue from sale expected. Minimal, less than \$2000

Recommendation:

Staff recommends that we surplus excess old equipment for sale or donation.



EL DORADO HILLS FIRE PROTECTION DISTRICT TRAFFIC CALMING STANDARD

Study and Approval Requirements for Traffic Calming Measures
STANDARD #B-005 EFFECTIVE 01-01-2017

1. **PURPOSE**

This Standard provides mandatory professional engineering study and El Dorado Hills Fire Department approval requirements, as well as implementation guidance in the associated Appendix, for the installation of context-appropriate traffic calming measures and devices that are compatible with fire protection and emergency response needs in the El Dorado Hills Fire Protection District.

2. **SCOPE**

This Standard shall apply to all private roadways within the El Dorado Hills Fire Protection District, inside and outside of gated communities.

3. **AUTHORITY**

Traffic calming devices shall be prohibited unless approved by the fire code official. (California Code of Regulations, 2013 California Fire Code §503.4.1 “Traffic Calming Devices”)

4. **DEFINITIONS**

For the purposes of this guideline, certain terms and words are defined as follows:

5. **Traffic Control Device:** An approved traffic control device is a regulatory or warning sign or traffic signal, or pavement marking, that is consistent with the California Manual on Uniform Traffic Control Devices.
6. **Traffic Calming Device:** A non-standard but approved and proven application on a roadway that provides additional speed reduction benefit, including changes to roadway texture (e.g., rumble strips, raised pavement markers), visual cues (e.g., speed feedback signs, optical speed bars, speed reduction markings), horizontal roadway deflections (i.e. curves and offsets), and vertical roadway deflections (i.e., speed humps, speed bumps, offset speed tables, speed cushions, and speed lumps).
7. **Traffic Calming Measure:** Any combination of standard traffic control devices and non-standard traffic calming devices installed to provide the necessary speed reduction benefit and additional roadway safety, as appropriate for the roadway context.

8. **Posted Speed Limit:** The posted speed limit is the maximum speed at which automobiles may travel on a roadway in one direction and be in compliance with the posted regulatory sign, per the California Manual on Uniform Traffic Control Devices.
9. **85th Percentile Speed:** That speed at or below which 85 percent of traffic is moving on a given roadway in one direction. Speed limits below the 85th percentile speed do not ordinarily facilitate the orderly movement of traffic and may require constant enforcement to maintain compliance. Speed limits established on the basis of the 85th percentile speed conform to the consensus of those who drive highways as to what speed is reasonable and prudent, and are not dependent on the judgment of one or a few individuals.¹
10. **Vertical Roadway Deflection:** A change of the roadway surface in the vertical direction which forces an automobile to move up and down without losing control, thereby requiring it to slow down before reaching the deflection (e.g., speed bumps, speed humps, speed tables).
11. **Modified Vertical Roadway Deflection:** A change of the roadway in the vertical direction, but with gaps intended only for emergency response vehicles to safely traverse the device with little or no vertical deflection and therefore speed reduction (e.g., offset speed tables, speed lumps, speed cushions).

12. TRAFFIC CALMING MEASURES & APPROVALS

Traffic calming measures and devices may be installed on private roadways within the El Dorado Hills Fire Protection District only when approved by the El Dorado Hills Fire Department Fire Marshal, in accordance with the authorized process contained in this Standard. All traffic calming devices shall be on the approved list contained in this Standard. Modified vertical deflections (e.g., offset speed tables, speed lumps, speed cushions) may only be installed as a Tier III measure, in accordance with the authorized process contained in this Standard. All traffic calming devices shall be removed at proponent's expense if project proponent fails to comply with the authorized process contained in this Standard.

12.1 Authorized Process

If any authorized Homeowners group in the El Dorado Hills Fire Protection District has a desire to implement traffic calming measures on a private roadway or segment of private roadway to decrease traffic speeds, the Homeowners group must follow the process outlined below.

12.1.1 Tier I Traffic Calming Measures: Confirm/Establish and Enforce Speed Limit; Implement Traffic Control Devices.

¹ California MUTCD 2014 Edition (FHWA's MUTCD 2009 Edition, including revisions 1 & 2, as amended for use in California.

- 12.1.1.1 The Homeowners group shall retain a licensed Professional Engineer. In accordance with the California Manual on Uniform Traffic Control Devices (MUTCD), the licensed Professional Engineer must confirm or determine the posted speed limit, and identify all appropriate standard traffic control signs and pavement markings for the roadway or the roadway segment in question. (see Appendix: Tier I Traffic Calming Measures Descriptions)
- 12.1.1.2 The community must post speed limit signs and install all appropriate standard traffic control signs and markings, as specified by the licensed Professional Engineer. Only in combination with and not before the implementation of all applicable standard traffic control signs and markings, the Professional Engineer may choose to specify and install Tier II measures which only include additional roadway striping and pavement markings in this Tier I process step, as appropriate. (see Appendix: Tier II Traffic Calming Measures Descriptions)
- 12.1.1.3 If the Homeowners group still has a safety concern about how traffic is operating at the location after 12.1.1.2 is fully implemented, the Homeowners group should request and arrange for speed limit and traffic enforcement through an authorized public law enforcement agency. Enforcement shall be for a minimum of two (2) months, over two (2) time periods per week with at least 1 hour in each time period during peak traffic hours and school hours. Optional: Preliminary enforcement may include law enforcement agency official speed trailers and/or purchased speed feedback signs, including “SLOW DOWN”.
- 12.1.1.4 If after tracking and evaluating enforcement efforts the desired speed reduction has occurred with the implementation of 12.1.1.3, continued enforcement on an as-needed basis is recommended. If it is believed that enforcement has not sufficiently decreased traffic speeds, the Homeowners group may proceed to Tier II Traffic Calming Measures (12.1.2).

- 12.1.2 Tier II Traffic Calming Measures: Non-Vertical Treatments with Limited Effect or No Effect on Emergency Response
- 12.1.2.1 The Homeowners group shall retain a licensed Professional Engineer. The licensed Professional Engineer shall study the roadway or roadway segment in question, further establishing existing traffic conditions, including 85th percentile speeds (in both travel directions, if applicable).
- 12.1.2.2 If the study in 12.1.2.1 concludes that additional traffic calming beyond all appropriate TIER I measures is needed, the Professional Engineer must prepare a site-specific plan recommending of TIER II traffic calming treatments to achieve only the necessary average speed reduction to gain compliance with posted speed limits. (see Appendix: Tier II Traffic Calming Measures Descriptions)
- 12.1.2.3 After El Dorado Hills Fire Department approval and implementation of the site-specific plan in 12.1.2.2, another study by the licensed Professional Engineer should be conducted to evaluate the effectiveness of the Tier II measures, as implemented. If this study validates that a speeding issue still exists, the Professional Engineer should certify that no appropriate Tier II traffic calming measures will provide the necessary speed reduction to gain compliance with posted speed limits. After the El Dorado Hills Fire Department review of this conclusion, the El Dorado Hills Fire Department may approve proceeding to Tier III Traffic Calming Measures (12.1.3).

- 12.1.3 Tier III Traffic Calming Measures: Modified Vertical Roadway Deflections
- 12.1.3.1 The Homeowners group shall retain a licensed Professional Engineer. The licensed Professional Engineer shall prepare a site-specific plan for modified vertical roadway deflections, with a priority on investigating the feasibility of offset speed tables. (see Appendix: Tier III Traffic Calming Measures Descriptions)
- 12.1.3.2 If after Fire Department review the site-specific plan in 12.1.3.1 is approved for implementation, install the associated modified vertical roadway deflection(s) and traffic controls, as specified in the approved plan in 12.1.3.1.
- 12.1.3.3 The Fire Department will conduct an independent evaluation of the effects of the installed modified vertical roadway deflection from 12.1.3.2 on emergency response vehicles. Any further modifications or improvements to the approved plan in 12.1.3.1 identified by the Fire Department must be installed and paid for by the community.
- 12.1.3.4 Within six months of implementation in 12.1.3.2 (or 12.1.3.3, if necessary), the licensed Professional Engineer shall evaluate the speed reduction and overall safety impacts of the modified vertical roadway deflection device(s), and prepare a report for Fire Department review.
- 12.1.3.5 Upon receipt of the Professional Engineering evaluation in 12.1.3.4, the El Dorado Hills Fire Department will determine the ultimate suitability of the installed device as a permanent installation. If the device(s) is deemed suitable and should not be removed, it/they will be maintained by the Homeowners group. Failure to properly maintain the device(s) could warrant its/their removal at Homeowners group expense.

Approved Traffic Calming Treatments – Tier I

- Radar Trailer
- Speed Feedback Sign
- Speed Legend

Radar Trailer

Tier I (Low Intensity – No Effect on Emergency Vehicles/Response Time)

- Device that measures and displays each approaching vehicle's speed next to the posted speed limit, in clear view of the driver.
- Mobility increases cost-effectiveness.
- May only be effective for as long as it is deployed.
- May be less visually appealing than a speed feedback sign.

Approximate Cost: \$6,000-\$12,000 per trailer

Approximate Speed Reduction Benefit: varied (more dependent on driver behavior)



Speed Feedback Sign

Tier I (Low Intensity – No Effect on Emergency Vehicles/Response Time)

- Fixed, semi-permanent features next to the roadway, typically installed with or near to speed limit signs.
- Speed display flashes when speeding occurs.
- Advantages: permanence, constant effectiveness.
- Technology can capture historical speed data.
- Helps to justify additional traffic calming measures.



Approximate Cost: \$3,000-\$10,000 per sign

Approximate Speed Reduction Benefit: varied (more dependent on driver behavior)

Speed Legend

Tier I (Low Intensity – No Effect on Emergency Vehicles/Response Time)

- Numerals painted on the roadway indicating the current speed limit.
- Usually placed near speed limit signposts.
- Can be useful in reinforcing a reduction in speed limit between one segment of a roadway and another segment.
- May be placed at major entry points of a residential area.



Approximate Cost: \$75 per location

Approximate Speed Reduction Benefit: varied (more dependent on driver behavior)

Approved Traffic Calming Treatments – Tier II

- Optical Speed Bars
- Speed Reduction Markings
- Raised Pavement Markers
- Rumble Strips
- Textured Pavement
- High Visibility Crosswalk
- Neckdown / Bulbout
- Center Island Narrowing
- Two-Lane Choker
- Chicane
- Lateral Shift

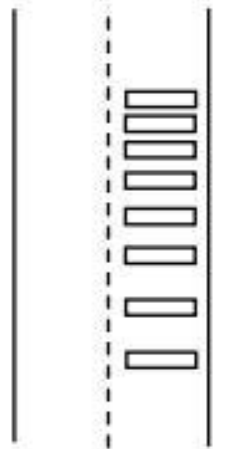
Optical Speed Bars

Tier II (Low Intensity – No Effect on Emergency Vehicles/Response Time)

- A series of pavement markings spaced at decreasing distances.
- Typically used in areas to provide drivers with the impression of increased speed.
- Advantages: relatively low-cost application; can be used in combination with other devices.

Approximate Cost: \$1 per linear foot

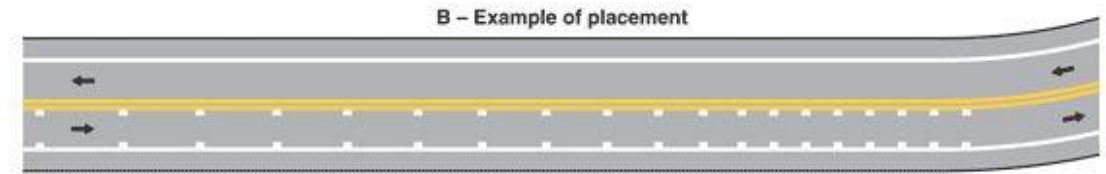
Approximate Speed Reduction Benefit: varied (more dependent on driver behavior)



Speed Reduction Markings

Tier II (Low Intensity – No Effect on Emergency Vehicles/Response Time)

- Transverse markings placed on the roadway along both edges of a lane.
- Pattern of progressively reduced spacing gives drivers the impression that their speed is increasing.
- May be placed in advance of an unexpectedly severe horizontal or vertical curve or other roadway feature, where the desired reduction in speeds has not been achieved by the installation of warning signs and/or other traffic control devices.



Approximate Cost: \$1 per linear foot

Approximate Speed Reduction Benefit: varied (more dependent on driver behavior)

Raised Pavement Markers

Tier II (Low Intensity – No Effect on Emergency Vehicles/Response Time)

- Small bumps lining the centerline or edgeline of a roadway.
- Often used on curves where vehicles have a tendency to deviate outside of the proper lane, risking collision.
- Improve nighttime visibility of the roadway edges, adds definition and texture to a roadway.



Approximate Cost: \$4.50 per marker (vs. \$2 per linear foot for street centerlines and edgelines)

Approximate Speed Reduction Benefit: similar to standard street centerlines and edgelines

Rumble Strips

Tier II (Low Intensity – No Effect on Emergency Vehicles/Response Time)

- Transverse grooves, or raised pavement markers (white plastic or ceramic units) placed in a series *across* the direction of travel.
- Warns drivers of a stop or slow down ahead, or of an approaching danger spot.



Approximate Cost: Depends on method and materials used. If raised markers placed in a series across the lane, approximately \$4.50 per marker.

Textured Pavement

Tier II (Low Intensity – No Effect on Emergency Vehicles/Response Time)

- Includes the use of stamped pavement (asphalt) or alternate paving materials to create an uneven surface.
- Change in texture makes wheel vibrations heard and felt.
- Change in color commands driver's attention to something different in the roadway.
- Has been observed to induce a reduction in travel speed.
- Commonly used to emphasize an intersection or pedestrian crossing.
- Typically used on roadways with a design speed of 45 MPH or less.



Approximate Cost: \$6-8 per square foot

*Approximate Speed Reduction Benefit:
varied (more dependent on driver
behavior)*

High-Visibility Crosswalk

Tier II (Low Intensity – No Effect on Emergency Vehicles/Response Time)

- Use bolder marking patterns than standard crosswalk striping
- Sometimes used in combination with raised reflectors or in-pavement lighting to increase visibility of a pedestrian crossing area.

Approximate Cost: \$1,600 per location

*Approximate Speed Reduction Benefit: varied
(more dependent on driver behavior)*



“Continental” Pattern

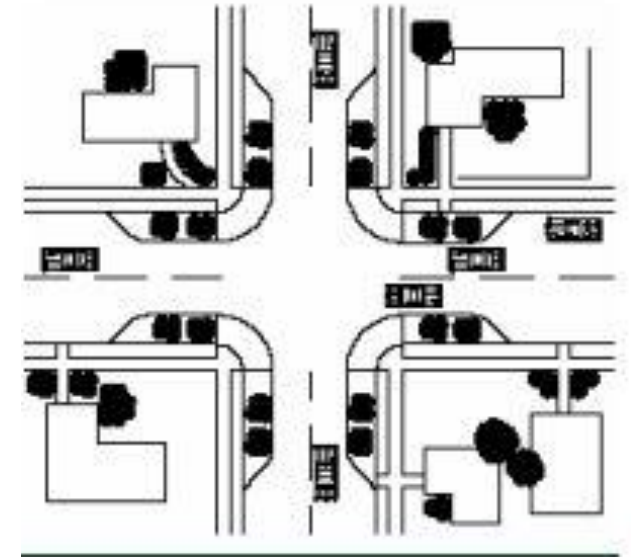


“Triple-Four” Pattern

“Neckdown” / “Bulbout”

Tier II (Physical Changes to Roadway - Navigable by Emergency Vehicles)

- Raised curb extensions that narrow the travel lane at intersections or midblock locations.
- “Pedestrianize” intersections by shortening the crossing distance and decreasing the curb radii, thus reducing turning vehicle speeds.
- Both effects increase pedestrian comfort and safety at the intersection.
- Effects driver route choice and selection of street.



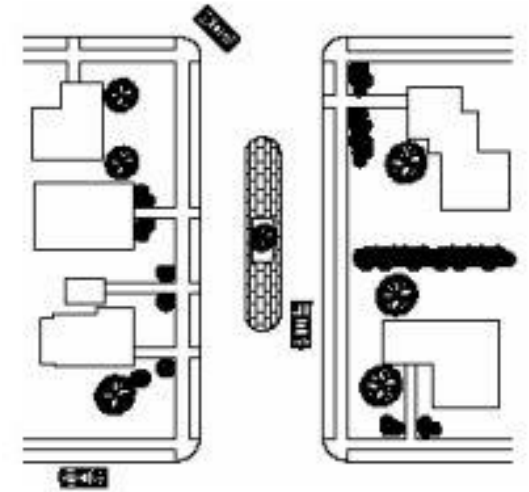
Approximate Cost: \$5,000 – \$10,000 per corner

Approximate Speed Reduction Benefit: Magnitude of speed reduction is dependent on the spacing of neckdowns. On average, neckdowns achieve a 7 percent reduction in speeds.

Center Island Narrowing

Tier II (Physical Changes to Roadway - Navigable by Emergency Vehicles)

- Raised island along roadway centerline that narrows the passable space between edgelines or curbs.
- “Gateway” center island narrowing at the entrance to a community or neighborhood, often combined with textured pavement.
- Can be a “pedestrian refuge”, with a gap in the center island connected to marked crosswalks, that helps pedestrians to cross roadway.
- Can be landscaped to increase aesthetic appeal.



Approximate Cost: \$5,000 - \$10,000 per location

Approximate Speed Reduction Benefit: Magnitude of speed reduction is dependent on the length of the center island, and on spacing if more than one island is used. On average, center island narrowing achieves a 7 percent reduction in speed.

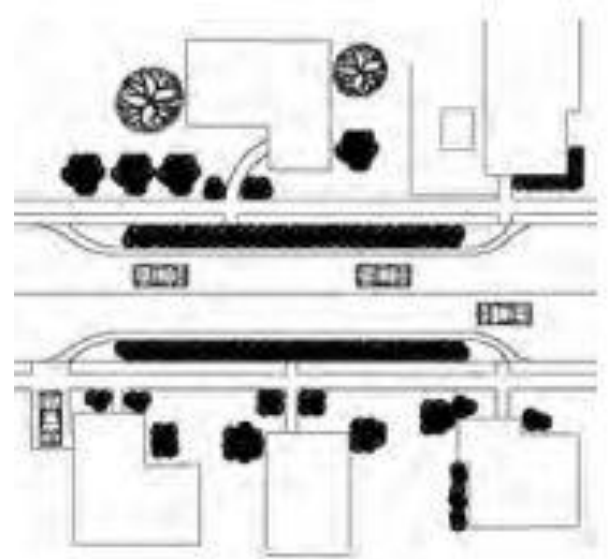
Two-lane Choker

Tier II (Physical Changes to Roadway - Navigable by Emergency Vehicles)

- Curb extensions at midblock locations that narrow a street.
- Leave the street cross section with two lanes that are narrower than the normal cross section.
- On-street parking spaces are typically eliminated in the area of the choker.

Approximate Cost: \$7,000 - \$8,000 per location

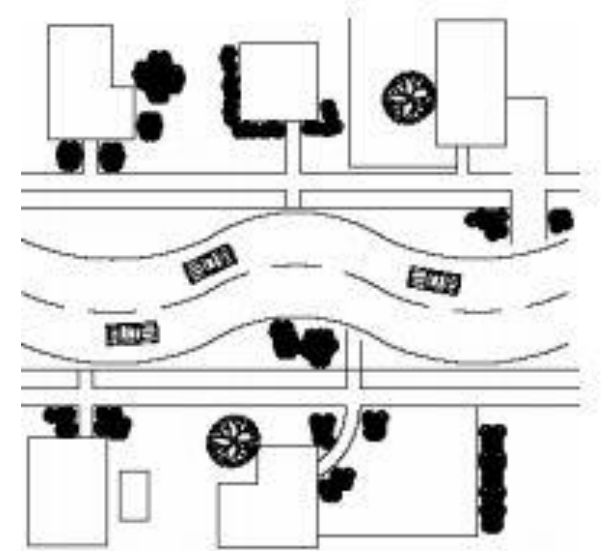
Approximate Speed Reduction Benefit: The magnitude of speed reduction is dependent on the spacing of two lane chokers between points that require drivers to slow. On average, two-lane chokers achieve a 7 percent reduction in speeds.



Chicane

Tier II (Physical Changes to Roadway - Navigable by Emergency Vehicles)

- Curb extensions that alternate from one side of the street to the other, forming S-shaped curves.
- Easily navigated by emergency vehicles if designed properly, but can still increase response times if used frequently.
- Can be landscaped to increase aesthetic appeal.



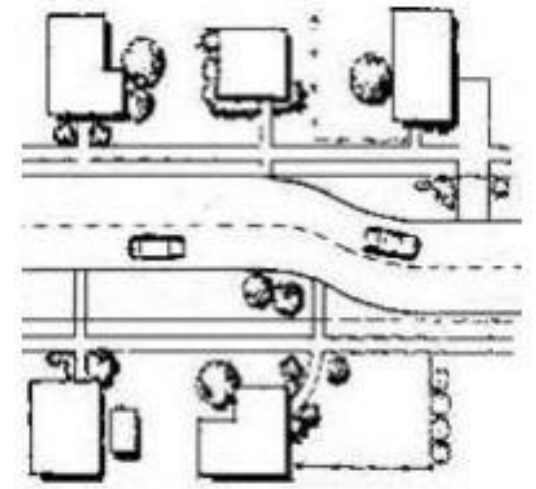
Approximate Cost: \$8,000 - \$14,000 per location

Approximate Speed Reduction Benefit: Dependent on design of S-shaped curves, length or frequency.

Lateral Shift

Tier II (Physical Changes to Roadway - Navigable by Emergency Vehicles)

- Curb extensions on straight street segments that cause a shift in traffic movement in one or both directions.
- Can be effective with just the right degree of horizontal deflection, while still navigable by emergency vehicles. Can still increase response times, depending on frequency.
- Often also be used as a landscaping enhancement.



Approximate Cost: Dependent on size of offset and length of transition (per lateral shift)

Approximate Speed Reduction Benefit: Comparable to that of Chicane, but dependent on deflection angle and frequency.

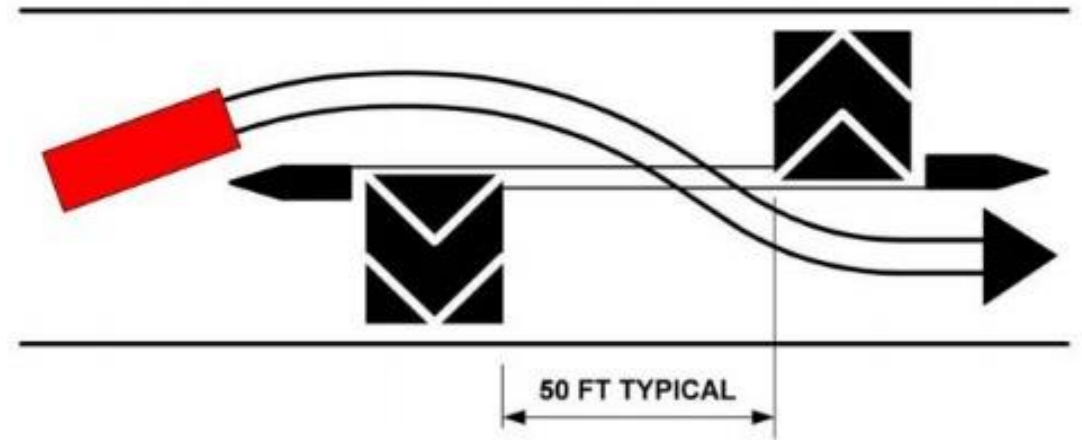
Approved Traffic Calming Treatments – Tier III

- Offset Speed Table (Preferred)

Offset Speed Tables

Tier III (Modified Vertical Deflection – Manageable Effect on Emergency Vehicles/Response Time)

- Constructed across only half of a street. Second half is constructed downstream of the first and in the opposing direction travel lane.
- Emergency equipment is able to use any portion of the roadway to accomplish a response; the space between the speed table halves permits emergency vehicles to navigate the tables in a serpentine path.



Approximate Cost: \$1,500-\$4,000 (less than speed lumps and speed cushions if done with mechanical equipment only, without approach islands and striping/pavement markers).

*Anticipated Speed Reduction Benefit: **Comparable to speed lumps (~22% reduction of 85th percentile speeds)***







The El Dorado Hills
Senior Council wishes
to thank you all
for the wonderful gift
of your time to serve
us at each of our
events.



Your generosity over the
years is so appreciated
and always gives us such
joy.
We thank you so very
much.

Chief Dave & Co.

P.S. As usual, the Community
Tree is beautiful!

I hope
your hands
were clean.



Thank you so much for
the Bass Pro gift card.
It will come in VERY
handy in our upcoming
retirement camping
adventures!

El Dorado Hills is blessed
with such a wonderful fire
Dept. The seniors especially
realize & appreciate that.
With much appreciation,
Janet K.

Approval of EMS-JPA (Ambulance) Budget for (FY) 2017-18

Summary:

The Department of Health and Human Services (HHS) has requested that by February 2017, the EMS-JPA Board submit a final budget for (FY) 2017-18.

Per the EMS-JPA bylaws, a majority of the JPA member agency Boards of Directors must approve the Budget prior to its submittal to HHS.

Fiscal Impact:

No fiscal impact to EDHFD.

Recommendation:

Staff recommends the approval of the EMS-JPA budget for (FY) 2017-18.