

**AGENDA**  
**EL DORADO HILLS COUNTY WATER DISTRICT**  
**(FIRE DEPARTMENT)**  
**BOARD OF DIRECTORS**  
**EIGHT HUNDRED TWENTY-THIRD MEETING**  
**Wednesday, December 16, 2020**  
**6:00 p.m.**  
*(1050 Wilson Blvd., El Dorado Hills, CA)*

**ATTENTION**

As a result of the COVID-19 emergency and the Governor's Executive Orders N-29-20 and N-33-20, this meeting will occur solely via video and teleconference. There will not be a physical public access location.

Anyone who would like to participate in the meeting must use the Zoom video link or conference line below:

Zoom Video Conference link:

<https://us02web.zoom.us/j/88923207848?pwd=MkdsN3hCMmF4WjFGazdaeEVxdVIIz09>

Meeting ID: 889 2320 7848  
Passcode: 244052

Conference Dial in:  
1-669-900-9128

Please submit your comments in writing to [inquiries@edhfire.com](mailto:inquiries@edhfire.com) and they will be entered into the public record. If you choose to attend the Zoom meeting and wish to make a comment on an item, please use the "raise a hand" button or press \*9 if dialing in by phone. Public comments will be limited to 3 minutes.

Thank you for your understanding during these challenging times.

**NOTE**

*If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the Board Clerk at 916-933-6623; ext. 1038, at least two (2) days prior to the meeting.*

- I. Call to Order
- II. Pledge of Allegiance
- III. 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 822nd Board meeting held November 19, 2020
  - B. Approve Financial Statements and Check Register  
End Consent Calendar
- IV. Oral Communications
  - A. EDH Professional Firefighters
  - B. EDH Firefighters Association
  - C. 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
- VII. Committee Reports
  - A. Administrative Committee (Directors Bennett and Hartley)
    - 1. Fire Chief's Performance Evaluation and Contract Amendment
  - B. Finance Committee (Directors Giraudo and White)
  - C. Joint Powers Authority (Directors Hartley and Giraudo)
- VIII. Fire Chief's Report
- IX. Operations Report
  - A. Operations Report (Receive and File)
- X. Community Risk Reduction Report
  - A. CRRD Report (Receive and File)
- XI. Fiscal Items
- XII. New Business
  - A. Discuss Draft Annexation Resolution
  - B. Review and approve Resolution 2020-20 approving the Side Letter Agreement #1 to the El Dorado Hills Professional Firefighters Memorandum of Understanding
  - C. Discuss 2021 Fire Chief Goals
  - D. Election of Board President and Vice President for 2021
  - E. Reorganization of Committees for 2021
  - F. Review and establish meeting dates for 2021
- XIII. Old Business
  - A. Rescue Annexation Update
  - B. Training Facility Update
  - C. EDHCSD/EDHFD 2x2 update (Directors Durante and White)
- XIV. Oral Communications
  - A. Directors
  - B. Staff
  - C. Schedule upcoming committee meetings
- XV. Adjournment

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

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

# EL DORADO HILLS COUNTY WATER DISTRICT

## EIGHT HUNDRED TWENTY-SECOND MEETING OF THE BOARD OF DIRECTORS

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Thursday, November 19, 2020

5:30 p.m.

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

### I. CALL TO ORDER

President Hartley called the meeting to order at 5:32 p.m. Directors in attendance: Bennett, Durante, Giraud, Hartley, and White. Director Durante attended via teleconference. Staff in attendance: Chief Johnson and Director of Finance Braddock. Counsel Cook was also in attendance.

Meeting adjourned to closed session at 5:32 p.m.

### II. CLOSED SESSION

#### A. **Closed Session Pursuant to Government Code Sections 54957(b)(1); Public Employee Performance Evaluation: Fire Chief**

The meeting reconvened at 6:00 p.m. The Board took no action during closed session.

### III. PLEDGE OF ALLEGIANCE

### IV. PRESENTATION

A. **Presentation of Community Risk Reduction Division Fee Study – DTA** presented the results of their User Fee Analysis.

B. **Public Hearing: Review and approve Resolution 2020-20 amending the District Fee Schedule to recover the cost of service and enforcement of regulations subject to the Health and Safety Code Section 13916**

*A public hearing was opened at 6:35 p.m.*

Director White suggested that a fee study be done every 3 years to avoid getting behind on what current rates should be and the Board concurred.

*The public hearing was closed at 6:44 p.m.*

*Director White made a motion to approve Resolution 2020-20 amending the District Fee Schedule to recover the cost of service and enforcement of regulations subject to the Health and Safety Code Section 13916 with the language changed to reflect the discussed 3-year timeline, seconded by Director Bennett and unanimously carried. (Roll call: Ayes: 5; Noes: 0)*

### V. CONSENT CALENDAR

- A. **Approve Minutes of the 821st Board meeting held October 15, 2020**
- B. **Approve Financial Statements and Check Register**
- C. **Approve Employee Development Center (EDC) Financial Report**

*Director Bennett made a motion to approve the consent calendar, seconded by Director White and unanimously carried. (Roll call: Ayes: 5; Noes: 0)*

**VI. ORAL COMMUNICATIONS**

- A. **EDH Professional Firefighters** – Item taken out of order after Item X. Fire Chief's Report. Dale Hemstark, Vice President, reported the transition has been going well and he introduced Dan Nelson as the recently elected secretary. He also thanked Admin for their efforts to keep up with all of the constantly changing COVID-19 information and the protection that is being offered to the employees.
- B. **EDH Firefighters Association** – None
- C. **Public Comment** – None

**VII. CORRESPONDENCE**

- A. **Letter from the El Dorado Hills Professional Firefighters** – Chief Johnson explained that included in the packet was a letter from the El Dorado Hills Professional Firefighters stating that they would not support the annexation with Rescue Fire Protection District without matching the current staffing levels stated in the El Dorado Hills MOU.

**VIII. ATTORNEY ITEMS** – None

**IX. COMMITTEE REPORTS**

- A. **Administrative Committee (Directors Bennett and Hartley)** – Director Bennett stated that the Admin Committee met regarding the communications study and is waiting for more information before bringing the recommendation to the Board.
- B. **Finance Committee (Directors Giraud and White)** – No report.
- C. **Joint Powers Authority (Directors Hartley and Giraud)** – Chief Johnson reported that Brian Veerkamp and Christy Jorgensen are doing a great job and that the JPA opposed the County's proposed increase in the ambulance fee for service for vegetation management and the County agreed to slow that discussion down and take another look at it.

**X. FIRE CHIEF'S REPORT** – Chief Johnson reported the following to the Board:

- Staff is prepared to file the notice of intent for the Rescue annexation.
- The engineer's promotional exam went well and 6 people on the list
- Nineteen applications were received for the Fire Marshall position and mid-December will be the target for the final interviews.
- The Captain's academy is coming up in December.
- El Dorado County was escalated to the purple tier and there and Staff will be looking at any adjustments that need to be made.
- There are still discussions happening about the Santa run and holiday parties.

- The Amador Fire Chief is retiring and starting a new fire career in Nevada.
- Oakland Assistant Fire Chief passed away and Staff offers their condolences.

#### **XI. OPERATIONS REPORT**

- A. Operations Report (Receive and file)** – Chief Hall stated that there was a lot of active shooter and water rescue training in November and recognized Chief Lilienthal’s efforts to process the information related to the constant COVID-19 changes and the firefighter’s efforts to stay safe in the current environment. Received and filed.

#### **XII. COMMUNITY RISK REDUCTION REPORT**

- A. CRRD Report (Receive and file)** – Chief Phillips presented the CRRD Report and highlighted that it was Fire Prevention Month and Staff did a great job adapting to the restrictions in place because of COVID-19. Received and filed.

#### **XIII. FISCAL ITEMS**

- A. Receive and file 2019/2020 Final Audit Report, Management Letter and SAS 114 Governance Letter** – Brian Nash with Richardson and Company presented the Final Audit Report, Management Letter, and SAS 114 Governance Letter. Received and filed.
- B. Change in Pension and OPEB Funded Status Reports** – Director of Finance Braddock presented the updated Pension and OPEB funded status reports stating that the Pension funded status increased by about .1% and the OPEB funded status increased by about 4%.
- C. Receive and file Accountability Act Annual Report (2019/20) for the Latrobe Zone Special Tax** – Director of Finance Braddock presented the completed direct charge justifying the tax that is collected for the Latrobe area. Received and filed.
- D. Review and approve transfer in the amount of \$50,388 from General Fund (unassigned) Reserve to CERBT OPEB account** – Director of Finance Braddock stated the per the Reserve Fund Policy Staff recommends transferring \$50,388 from FY19/20 to the CERBT OPEB account.

*Director White made a motion to approve transfer in the amount of \$50,388 from General Fund (unassigned) Reserve to CERBT OPEB account, seconded by Director Giraud, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)*

#### **XIV. NEW BUSINESS**

- A. Discuss LAFCO Special District open position nomination** – Chief Johnson stated that there is an anticipated position opening on the LAFCO Board. Director White expressed an interest in running for the open position when it becomes available.

*Director Giraud made a motion to nominate Director White for the LAFCO open position when it becomes available, seconded by Director Bennett, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)*

- B. Review and approve Resolution 2020-18 fixing the employer contribution at an equal amount for employees and annuitants under the Public Employees' Medical and Hospital Care Act** – Director of Finance Braddock explained that per the MOU's change in medical coverage cap, the CalPERS contract would need to be amended to reflect that change.

*Director Bennett made a motion approve Resolution 2020-18 fixing the employer contribution at an equal amount for employees and annuitants under the Public Employees' Medical and Hospital Care Act, seconded by Director Giraudo, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)*

- C. Review and approve Resolution 2020-19 acknowledging the Department's compliance with Sections 13146.2 and 13146.3 of the California Health and Safety Code** – Chief Phillips presented a resolution to affirm that the district completed inspections on all State Regulated Occupancies in the District.

*Director Giraudo made a motion to approve Resolution 2020-19 acknowledging the Department's compliance with Sections 13146.2 and 13146.3 of the California Health and Safety Code, seconded by Director White, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)*

- D. Approve purchase of Type I Engine** – Chief Johnson stated that due to the significant damage to Engine 91, Staff recommends approval of a Type I Engine to replace it.

*Director Giraudo made a motion to approve the purchase of Type I Engine, seconded by Director White, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)*

- E. Approve Utilization of public agency contract from Savvik Buying Group for Lucas Compression Devices** – Chief Johnson reported that Staff is requesting approval to utilize the Savvik Buying Group contract for the Lucas Compression Devices.

*Director Bennett made a motion to approve Utilization of public agency contract from Savvik Buying Group for Lucas Compression Devices, seconded by Director Giraudo, and unanimously carried. (Roll Call: Ayes: 5; Noes: 0)*

## **XV. OLD BUSINESS**

- A. Rescue Annexation Update** – No report.  
**B. Training Facility Update** – No report.  
**C. EDHCSD/EDHFD 2x2 update (Directors Durante and White)** – Director White stated that the CSD will be issuing an RFP to have a financial study done.

*Director Durante left the meeting at 8:10 p.m.*

**XVI. ORAL COMMUNICATIONS**

- A. Directors** – Directors thanked staff for their commitment to protect our District so well. Director White congratulated Director Hartley on his re-election.
- B. Staff** – None
- C. Schedule upcoming committee meetings** – None

**XVII. ADJOURNMENT**

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

The meeting adjourned at 8:15 p.m.

Approved:

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Charles J. Hartley, President

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Jessica Braddock, Board Secretary

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending November 30, 2020



	FINAL Full Year Budget FY20/21	Actual November 2020	Actual YTD November 30, 2020	Variance YTD Actual to Full Year Budget	(Target 42%) YTD Actual % of Full Year Budget	Notes/Comments
<b>Revenue</b>						
3240 · Tax Revenue						
3260 · Secured Tax Revenue	19,490,891	427,957	496,440	(18,994,450)		} Timing of collection
3270 · Unsecured Tax Revenue	353,986	38,020	325,658	(28,328)		
3280 · Homeowners Tax Revenue	157,520	-	-	(157,520)		
3320 · Supplemental Tax Revenue	370,000	24,473	117,313	(252,687)		
3330 · Sacramento County Revenue	31,170	-	-	(31,170)		
3335 · Latrobe Revenue				-		
3335.2 · Latrobe Special Tax	36,900	1,650	1,905	(34,995)		
3335.3 · Latrobe Base Transfer	82,000			(82,000)		
3340 · Property Tax Administration Fee	(433,893)	-	-	433,893		
<b>Total 3240 · Tax Revenue</b>	<b>20,088,575</b>	<b>492,100</b>	<b>941,317</b>	<b>(19,147,258)</b>	<b>5%</b>	
3505 · Misc. Revenue, Vacant Lot	-	1,821	(24,511)	(24,511)	N/A	Weed abatement costs incurred not yet collected through property tax liens
3506 · Misc. Revenue, Fire Prev. Fees	200,000	14,227	62,211	(137,789)	31%	Timing of collection
3510 · Misc. Operating Revenue						
3512 · JPA Revenue	1,150,000	95,833	479,167	(670,833)	42%	
3513 · Rental Income (Cell site)	54,180	6,615	22,575	(31,605)	42%	
3514.1 · Operating Grants Revenue	175,896	-	175,896	-	100%	CARES Act Grant funds received in Oct-20
3514.2 · Capital Grants Revenue	66,764	66,765	66,765	1	100%	AFG Grant Funds received in Nov-20
3515 · OES/Mutual Aid Reimbursement	432,000	432,236	959,625	527,625	222%	Severe fire season
3520 · Interest Earned	300,000	69	30,733	(269,267)	10%	Timing of collection
3510 · Misc. Operating Revenue - Other	95,000	6,869	30,393	(64,607)	32%	Timing of collection (Rescue Shared Services revenue)
<b>Total 3510 · Misc. Operating Revenue</b>	<b>2,273,840</b>	<b>608,387</b>	<b>1,765,152</b>	<b>(508,687)</b>	<b>78%</b>	
<b>Total Operating Revenue</b>	<b>\$ 22,562,414</b>	<b>\$ 1,116,535</b>	<b>\$ 2,744,170</b>	<b>\$ (19,818,245)</b>	<b>12%</b>	
3550 · Development Fee						
3560 · Development Fee Revenue	1,400,000	114,541	530,917	(869,083)	38%	
3561 · Development Fee Interest	-	5,234	9	9	100%	
<b>Total 3550 · Development Fee</b>	<b>1,400,000</b>	<b>119,775</b>	<b>530,927</b>	<b>(869,073)</b>	<b>38%</b>	
3568 · Proceeds from Insurance	-	-	-	-	0%	
3570 · Proceeds from Sale of Assets	-	2,700	3,285	3,285	100%	
<b>Total Revenue</b>	<b>\$ 23,962,414</b>	<b>\$ 1,239,010</b>	<b>\$ 3,278,381</b>	<b>\$ (20,684,033)</b>	<b>14%</b>	

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending November 30, 2020



	FINAL Full Year Budget FY20/21	Actual November 2020	Actual YTD November 30, 2020	Variance YTD Actual to Full Year Budget	(Target 42%) YTD Actual % of Full Year Budget	Notes/Comments
<b>Expenditures</b>						
6000 · Salaries & Wages						
6001 · Salaries & Wages, Fire	6,943,601	528,885	2,900,557	4,043,044	42%	
6011 · Education/Longevity Pay	506,548	39,211	211,124	295,424	42%	
6016 · Salaries & Wages, Admin/Prev	927,463	73,695	387,034	540,429	42%	
6017 · Volunteer Pay	3,000	130	130	2,870	4%	
6018 · Director Pay	16,000	2,000	5,300	10,700	33%	
6019 · Overtime						
6019.1 · Overtime, Operational	1,843,249	173,733	835,318	1,007,930	45%	
6019.2 · Overtime, Outside Aid	360,000	26,230	906,105	(546,105)	252%	
6019.3 · Overtime, JPA	150,000	18,165	178,922	(28,922)	119%	
Total 6019 · Overtime	2,353,249	218,127	1,920,346	432,903	82%	Higher OT due to severe fire season (strike team OT) and COVID Emergency Responder Leave
6020 · P.E.R.S. Retirement	3,074,979	138,442	2,034,556	1,040,423	66%	Annual required lump sum payments made in Jul-20
6030 · Workers Compensation	621,404	47,731	238,653	382,752	38%	
6031 · Life Insurance	6,671	418	2,424	4,247	36%	
6032 · P.E.R.S. Health Benefits	1,798,141	147,227	879,112	919,029	49%	Dec premium paid in Nov
6033 · Disability Insurance	21,122	1,711	8,555	12,567	41%	
6034 · Health Cost of Retirees	1,063,825	63,341	682,800	381,025	64%	Lump sum payment of \$300k made in Sept
6040 · Dental/Vision Expense	222,360	14,904	80,686	141,674	36%	
6050 · Unemployment Insurance	15,120	-	126	14,994	1%	
6070 · Medicare	156,195	12,419	78,704	77,491	50%	
<b>Total 6000 · Salaries &amp; Wages</b>	<b>17,729,678</b>	<b>1,288,241</b>	<b>9,430,108</b>	<b>8,299,570</b>	<b>53%</b>	
6100 · Clothing & Personal Supplies						
6101 · Uniform Allowance	52,200	-	23,526	28,674	45%	Semi-annual uniform allowance paid in Jul-20
6102 · Other Clothing & Personal Supplies	120,225	1,025	6,853	113,372	6%	Timing of purchases
<b>Total 6100 · Clothing &amp; Personal Supplies</b>	<b>172,425</b>	<b>1,025</b>	<b>30,378</b>	<b>142,047</b>	<b>18%</b>	
6110 · Network/Communications						
6111 · Telecommunications	37,750	3,509	17,783	19,967	47%	

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending November 30, 2020



	FINAL Full Year Budget FY20/21	Actual November 2020	Actual YTD November 30, 2020	Variance YTD Actual to Full Year Budget	(Target 42%) YTD Actual % of Full Year Budget	Notes/Comments
6112 · Dispatch Services	60,000	25,726	9,922	50,078	17%	Timing of dispatch invoices
6113 · Network/Connectivity	58,262	6,359	16,010	42,252	27%	Timing of internet upgrade
<b>Total 6110 · Communications</b>	<b>156,011</b>	<b>35,594</b>	<b>43,715</b>	<b>112,297</b>	<b>28%</b>	
6120 · Housekeeping	54,311	6,592	20,286	34,025	37%	
<b>6130 · Insurance</b>						
6131 · General Insurance	66,000	-	65,506	494	99%	Insurance Premium paid through 10/31/20
<b>Total 6130 · Insurance</b>	<b>66,000</b>	<b>-</b>	<b>65,506</b>	<b>494</b>	<b>99%</b>	
<b>6140 · Maintenance of Equipment</b>						
6141 · Tires	25,000	1,047	18,305	6,695	73%	
6142 · Parts & Supplies	35,000	2,113	17,577	17,423	50%	
6143 · Outside Work	160,000	2,688	66,368	93,632	41%	
6144 · Equipment Maintenance	42,960	379	7,885	35,075	18%	
6145 · Radio Maintenance	16,680	599	6,048	10,632	36%	
<b>Total 6140 · Maintenance of Equipment</b>	<b>279,640</b>	<b>6,825</b>	<b>116,183</b>	<b>163,457</b>	<b>42%</b>	
6150 · Maintenance, Structures & Ground	171,867	9,962	44,168	127,699	26%	Timing of station maintenance projects
<b>6160 · Medical Supplies</b>						
6161 · Medical Supplies	80,931	6,517	34,862	46,069	43%	
<b>Total 6160 · Medical Supplies</b>	<b>80,931</b>	<b>6,517</b>	<b>34,862</b>	<b>46,069</b>	<b>43%</b>	
6170 · Dues and Subscriptions	14,044	754	10,488	3,556	75%	Prepaid Business Park Homeowners, CA Fire Chiefs' Assn., Survey Monkey, Other Annual Subscriptions in Jul-20
<b>6180 · Miscellaneous</b>						
6181 · Miscellaneous	12,000	(452)	3,024	8,976	25%	
6182 · Honor Guard	2,600	-	-	2,600	0%	
6183 · Explorer Program	4,087	-	70	4,017	2%	
6184 · Pipes and Drums	3,000	410	410	2,590	14%	
<b>Total 6180 · Miscellaneous</b>	<b>21,687</b>	<b>(42)</b>	<b>3,504</b>	<b>18,183</b>	<b>16%</b>	
6190 · Office Supplies	29,443	1,889	9,229	20,214	31%	
<b>6200 · Professional Services</b>						
6201 · Audit	15,900	-	5,835	10,065	37%	
6202 · Legal/Human Resources	242,118	35,508	74,972	167,146	31%	

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending November 30, 2020



	FINAL Full Year Budget FY20/21	Actual November 2020	Actual YTD November 30, 2020	Variance YTD Actual to Full Year Budget	(Target 42%) YTD Actual % of Full Year Budget	Notes/Comments
6203 · Notices	2,500	78	198	2,302	8%	
6204 · Other Professional Services	111,144	4,625	53,674	57,470	48%	LAFCO Admin Fee, Communications Study, Fire Prevention Fee Study
6205 · Elections/Tax Administration	25,000	-	-	25,000	0%	
6206 · Public Relations	6,400	717	717	5,683	11%	
<b>Total 6200 · Professional Services</b>	<b>403,062</b>	<b>40,927</b>	<b>135,396</b>	<b>267,666</b>	<b>34%</b>	
<b>6210 · Information Technology</b>						
6211 · Software Licenses/Subscriptions	178,640	1,601	43,703	134,937	24%	Timing of budgeted Firehouse replacement software
6212 · IT Support/Implementation	205,076	8,870	35,458	169,618	17%	Timing of IT billing/projects
6213 · IT Equipment	25,398	1,200	4,086	21,312	16%	Timing of budgeted equipment purchases
<b>Total 6210 · Information Technology</b>	<b>409,114</b>	<b>11,671</b>	<b>83,247</b>	<b>325,867</b>	<b>20%</b>	
<b>6220 · Rents and Leases</b>						
6221 · Facilities/Equipment Lease	55,299	4,471	22,354	32,946	40%	
6222 · Solar Lease	69,108	5,349	15,712	53,396	23%	Solar lease credits recognized Jul-Nov
<b>Total 6220 · Rents and Leases</b>	<b>124,407</b>	<b>9,819</b>	<b>38,066</b>	<b>86,342</b>	<b>31%</b>	
6230 · Small Tools and Supplies	75,275	937	36,490	38,785	48%	
<b>6240 · Special Expenses</b>						
6241 · Training	143,821	2,198	10,179	133,642	7%	Training restricted due to COVID-19
6242 · Fire Prevention	81,300	4,104	16,271	65,029	20%	
<b>Total 6240 · Special Expenses</b>	<b>225,121</b>	<b>6,302</b>	<b>26,450</b>	<b>198,671</b>	<b>12%</b>	
<b>6250 · Transportation and Travel</b>						
6251 · Fuel and Oil	80,000	7,040	26,519	53,481	33%	
6252 · Travel	35,000	167	8,394	26,606	24%	
6253 · Meals & Refreshments	19,000	1,711	4,288	14,712	23%	
<b>Total 6250 · Transportation and Travel</b>	<b>134,000</b>	<b>8,918</b>	<b>39,201</b>	<b>94,799</b>	<b>29%</b>	
<b>6260 · Utilities</b>						
6261 · Electricity	18,400	689	4,127	14,273	22%	
6262 · Natural Gas/Propane	22,200	561	2,029	20,171	9%	
6263 · Water/Sewer	16,200	-	6,045	10,155	37%	
<b>Total 6260 · Utilities</b>	<b>56,800</b>	<b>1,250</b>	<b>12,200</b>	<b>44,600</b>	<b>21%</b>	
<b>Total Operating Expenditures</b>	<b>\$ 20,203,816</b>	<b>\$ 1,437,184</b>	<b>\$ 10,179,477</b>	<b>\$ 10,024,339</b>	<b>50%</b>	

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending November 30, 2020



	FINAL Full Year Budget FY20/21	Actual November 2020	Actual YTD November 30, 2020	Variance YTD Actual to Full Year Budget	(Target 42%) YTD Actual % of Full Year Budget	Notes/Comments
<b>Operating Revenue - Operating Expenditures</b>	\$ 2,358,598	\$ (320,649)	\$ (7,435,307)	\$ 9,793,906		
6560 · Pension UAL Lump Sum Payment	1,000,000	-	-	1,000,000	0%	Timing of transfer to PARS
6570 · OPEB UAL Lump Sum Payment	11,870	-	-	11,870	0%	
6720 · Fixed Assets	2,000,805	-	28,185	1,972,620	1%	Timing of capital expenditures
<b>Total Expenditures</b>	<b>\$ 23,216,491</b>	<b>\$ 1,437,184</b>	<b>\$ 10,207,662</b>	<b>\$ 13,008,829</b>	<b>44%</b>	
<b>Total Revenue - Total Expense</b>	<b>\$ 745,923</b>	<b>\$ (198,174)</b>	<b>\$ (6,929,281)</b>	<b>\$ (7,675,204)</b>		
Less: Development Fee Revenue	(1,400,000)		(530,927)			
Add: Development Fee Qualified Expenditures	1,047,250		13,376			
<b>Total Revenue - Total Expense Net of Dev Fees</b>	<b>\$ 393,173</b>		<b>\$ (7,446,832)</b>			

El Dorado Hills Fire Department

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Register: 1000 · Bank of America  
 From 11/01/2020 through 11/30/2020  
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/01/2020		Deposit	3513 · Rental Income (...)	Deposit		X	2,100.00	372,516.49
11/01/2020		Technology Credit C...	-split-	Nov-20	5,348.62	X		367,167.87
11/02/2020	EFT	De Lage Landen Fina...	6190 · Office Supplies	Account # 988...	230.59	X		366,937.28
11/02/2020	EFT	VSP Vision Care	6043 · Vision Insurance	Nov-20	370.38	X		366,566.90
11/03/2020		Transfer from LAIF	1074 · Local Agency I...	Confirm #1619...		X	400,000.00	766,566.90
11/03/2020	EFT	Sterling Administrati...	-split-		224.00	X		766,342.90
11/03/2020	EFT	Sterling Administrati...	-split-		758.50	X		765,584.40
11/04/2020	EFT	El Dorado Disposal ...	-split-	9/01/20-10/31/20	417.06	X		765,167.34
11/04/2020	EFT	Sterling Administrati...	-split-		386.00	X		764,781.34
11/04/2020	23617	4640 Golden Foothill...	-split-	Invoice # 21219	4,960.27	X		759,821.07
11/04/2020	23618	7th Dimension LLC	6212 · IT Support/Impl...	Invoice # 183114	8,869.78	X		750,951.29
11/04/2020	23619	A-CHECK	6202 · Legal/Human R...	Inv # 59-06298...	30.00	X		750,921.29
11/04/2020	23620	Aflac	2100 · Payroll Liabilities	Inv # 940801	432.10	X		750,489.19
11/04/2020	23621	Aramark	6120 · Housekeeping	Acct. # 792270...	31.20	X		750,457.99
11/04/2020	23622	AT&T	-split-	Oct-20	296.16			750,161.83
11/04/2020	23623	Blue Ribbon Personn...	-split-		2,604.80	X		747,557.03
11/04/2020	23624	C & H Motor Parts	6142 · Parts & Supplies	Invoice # 1068...	26.82	X		747,530.21
11/04/2020	23625	CA Assoc. of Profess...	-split-	November 2020	1,711.00	X		745,819.21
11/04/2020	23626	Capital Building Mai...	6120 · Housekeeping	Invoice # 12364	162.90	X		745,656.31
11/04/2020	23627	Carahsoft Technolog...	6211 · Software Licens...	Invoice # IN86...	13.92	X		745,642.39
11/04/2020	23628	Deal Heating & Air, ...	-split-		6,601.00	X		739,041.39
11/04/2020	23629	Doug Veerkamp Gen...	-split-		865.00	X		738,176.39
11/04/2020	23630	East Bay Tire Co.	6141 · Tires	Invoice # 1681...	1,046.63	X		737,129.76
11/04/2020	23631	FedEx	6190 · Office Supplies	Acct 5320-132...	25.78	X		737,103.98
11/04/2020	23632	Ferrell Gas	6262 · Natural Gas/Pro...	Account # 886...	332.51	X		736,771.47
11/04/2020	23633	Folsom Lake Ford	-split-		685.48	X		736,085.99
11/04/2020	23634	The Home Depot Pro	-split-		638.01	X		735,447.98
11/04/2020	23635	Hunter Gold	6017 · Intern/Voluntee...		130.00	X		735,317.98
11/04/2020	23636	InterState Oil Compa...	-split-		3,693.43	X		731,624.55
11/04/2020	23637	Jorgensen Company	6144 · Equipment Mai...		50.00	X		731,574.55
11/04/2020	23638	KME Fire Apparatus	6142 · Parts & Supplies	Invoice # ca 55...	1,619.99	X		729,954.56
11/04/2020	23639	Larry R. Fry	6034 · Health Cost of ...		202.40	X		729,752.16
11/04/2020	23640	Liebert Cassidy Whit...	-split-		6,449.50	X		723,302.66
11/04/2020	23641	Life Assist	-split-		1,775.52	X		721,527.14
11/04/2020	23642	Managed Health Net...	6204 · Other Professio...	Invoice # PRM...	654.59	X		720,872.55
11/04/2020	23643	Mokelumne Fire US...	6241 · Training	Inv # INV0052	500.00	X		720,372.55
11/04/2020	23644	Ponderosa Auto Expr...	-split-		1,137.77	X		719,234.78
11/04/2020	23645	Regional Governmen...	6202 · Legal/Human R...	Invoice # 11421	1,006.25	X		718,228.53
11/04/2020	23646	Riebes Auto Parts	-split-		447.16	X		717,781.37
11/04/2020	23647	Standard Insurance Co.	6031 · Life Insurance	Policy # 00 35...	418.00	X		717,363.37

El Dorado Hills Fire Department

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/04/2020	23648	Trace Analytics, Inc.	6144 · Equipment Mai...	Invoice # 20-1...	178.00	X		717,185.37
11/04/2020	23649	Bobbi Bennett	-split-	Oct-20	200.00	X		716,985.37
11/04/2020	23650	Greg F. Durante (Dir...	-split-	Oct-20	100.00	X		716,885.37
11/04/2020	23651	Charles J. Hartley	-split-	Oct-20	300.00	X		716,585.37
11/04/2020	23652	John Giraudo	-split-	Oct-20	300.00	X		716,285.37
11/04/2020	23653	Timothy J. White	-split-	Oct-20	200.00	X		716,085.37
11/04/2020	23654	Chase Bank	2029 · Other Payable	Oct 2020	400.00	X		715,685.37
11/04/2020	23655	Wells Fargo Bank	2026 · EDH Associate...	Oct 2020	5,168.80	X		710,516.57
11/05/2020	EFT	P.E.R.S. ING	-split-	PR20-11-1	2,661.23	X		707,855.34
11/05/2020	EFT	Sterling Administrati...	-split-		192.30	X		707,663.04
11/05/2020	EFT	Sterling Administrati...	-split-		313.50	X		707,349.54
11/05/2020	EFT	Sterling Administrati...	-split-		797.80	X		706,551.74
11/05/2020	EFT	P. G. & E.	-split-	OCT-20	49.65	X		706,502.09
11/05/2020	PR20-11-1		-split-	Total Payroll T...	98,376.55	X		608,125.54
11/05/2020	PR20-11-1		1000 · Bank of Americ...	Direct Deposit	273,976.60	X		334,148.94
11/05/2020	PR20-11-1		1000 · Bank of Americ...	Payroll Checks		X		334,148.94
11/06/2020	EFT	ADP	6204 · Other Professio...	Oct 2020	659.80	X		333,489.14
11/06/2020	EFT	Nationwide Retireme...	-split-	PR20-11-1	23,852.44	X		309,636.70
11/06/2020	EFT	P.E.R.S. Retirement	-split-	PR20-11-1	107,360.48	X		202,276.22
11/06/2020	EFT	Sterling Administrati...	-split-		314.00	X		201,962.22
11/06/2020	EFT	Sterling Administrati...	6204 · Other Professio...		450.00			201,512.22
11/06/2020	EFT	P. G. & E.	-split-	OCT-20	10.51	X		201,501.71
11/06/2020	EFT	ADP HCM	6204 · Other Professio...	Workforce No...	255.50	X		201,246.21
11/07/2020	EFT	Sterling Administrati...	-split-		745.60	X		200,500.61
11/07/2020	23686	Bobbi Bennett	-split-	Nov-20	200.00			200,300.61
11/07/2020	23687	Greg F. Durante (Dir...	-split-	Nov-20	100.00			200,200.61
11/07/2020	23688	Charles J. Hartley	-split-	Nov-20	200.00			200,000.61
11/07/2020	23689	John Giraudo	-split-	Nov-20	200.00			199,800.61
11/07/2020	23690	Timothy J. White	-split-	Nov-20	200.00			199,600.61
11/07/2020	23691	Chase Bank	2029 · Other Payable	Nov 2020	400.00			199,200.61
11/07/2020	23692	Wells Fargo Bank	2026 · EDH Associate...	Nov 2020	5,168.80			194,031.81
11/09/2020	EFT	P. G. & E.	-split-	OCT-20	183.83	X		193,847.98
11/10/2020		Deposit	-split-	Deposit		X	105,736.16	299,584.14
11/10/2020	EFT	Sterling Administrati...	6204 · Other Professio...		392.00	X		299,192.14
11/10/2020	EFT	Sterling Administrati...	-split-		268.42	X		298,923.72
11/10/2020	EFT	Sterling Administrati...	-split-		1,057.65	X		297,866.07
11/10/2020	EFT	Sterling Administrati...	-split-		813.50	X		297,052.57
11/10/2020	EFT	Sterling Administrati...	6204 · Other Professio...		450.00	X		296,602.57
11/12/2020	EFT	Sterling Administrati...	-split-		345.00	X		296,257.57
11/12/2020	EFT	P. G. & E.	-split-	OCT-20	93.79	X		296,163.78

El Dorado Hills Fire Department

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/13/2020	EFT	U.S. Bank Telepay	2010 · Accounts Payable	Ref # 1621111...	21,074.55	X		275,089.23
11/13/2020	EFT	Sterling Administrati...	-split-		1,693.40	X		273,395.83
11/14/2020	EFT	Sterling Administrati...	-split-		838.00	X		272,557.83
11/15/2020			6204 · Other Professio...	Service Charge	212.79	X		272,345.04
11/15/2020	EFT	Verizon Wireless	-split-	Oct-20	836.60	X		271,508.44
11/15/2020	EFT	Verizon Wireless	-split-	Oct-20	1,064.28	X		270,444.16
11/15/2020	EFT	Verizon Wireless	-split-	Oct-20	868.26	X		269,575.90
11/15/2020	EFT	Verizon Wireless	-split-	Oct-20	70.20	X		269,505.70
11/16/2020	EFT	Transfer from Paypal	3506 · Misc. Revenue, ...	PayPal Refund	87.55	X		269,418.15
11/17/2020		Transfer from LAIF	1074 · Local Agency I...	Confirm #1620...		X	600,000.00	869,418.15
11/17/2020	EFT	Sterling Administrati...	-split-		510.15	X		868,908.00
11/18/2020	EFT	El Dorado Disposal ...	-split-	10/01/20-10/31...	668.81	X		868,239.19
11/19/2020	EFT	P.E.R.S. ING	-split-	PR20-11-2	2,661.23	X		865,577.96
11/19/2020	EFT	Nationwide Retireme...	-split-	PR20-11-2	23,852.44	X		841,725.52
11/19/2020	EFT	P.E.R.S. Health	-split-	December 2020	207,917.52	X		633,808.00
11/19/2020	EFT	P.E.R.S. Retirement	-split-	PR20-11-2	103,644.45	X		530,163.55
11/19/2020	EFT	Sterling Administrati...	-split-		1,249.95	X		528,913.60
11/19/2020	EFT	Sterling Administrati...	-split-		260.00	X		528,653.60
11/19/2020	PR20-11-2		-split-	Total Payroll T...	77,725.35	X		450,928.25
11/19/2020	PR20-11-2		1000 · Bank of Americ...	Direct Deposit	265,392.20	X		185,536.05
11/19/2020	PR20-11-2		1000 · Bank of Americ...	Payroll Checks		X		185,536.05
11/20/2020		Deposit	3514.2 · Capital Grants...	Deposit		X	66,763.64	252,299.69
11/20/2020	EFT	Sterling Administrati...	-split-		70.20	X		252,229.49
11/21/2020	EFT	Sterling Administrati...	-split-		872.00	X		251,357.49
11/23/2020		Deposit	-split-	Deposit		X	6,341.68	257,699.17
11/23/2020		Transfer from Paypal	1010 · Paypal	Deposit		X	11,154.22	268,853.39
11/23/2020	EFT	Verizon Wireless	-split-	Oct-20	40.01	X		268,813.38
11/23/2020	EFT	Verizon Wireless	-split-	Oct-20	380.10	X		268,433.28
11/23/2020	EFT	P. G. & E.	-split-	OCT-20	361.07	X		268,072.21
11/23/2020	EFT	Sterling Administrati...	-split-		844.00	X		267,228.21
11/23/2020	23656	Aramark	-split-	Acct. # 792270...	72.40	X		267,155.81
11/23/2020	23657	Arnolds for Awards	-split-		324.06			266,831.75
11/23/2020	23658	Bartel Associates, LLC	6204 · Other Professio...	Invoice # 20-942	2,000.00	X		264,831.75
11/23/2020	23659	Best Best & Krieger ...	6202 · Legal/Human R...	Inv # 890757	406.64	X		264,425.11
11/23/2020	23660	Blue Ribbon Personn...	-split-		1,894.40			262,530.71
11/23/2020	23661	Caltronics Business ...	6190 · Office Supplies	Invoice # 3131...	288.08			262,242.63
11/23/2020	23662	Capital Building Mai...	6120 · Housekeeping	Invoice # 12422	780.90			261,461.73
11/23/2020	23663	Carahsoft Technolog...	6211 · Software Licens...	Invoice # IN85...	178.70			261,283.03
11/23/2020	23664	DHL Express USA I...	6184 · Pipes and Drums	Invoice # D148...	409.93			260,873.10
11/23/2020	23665	FireCom	-split-		386.10	X		260,487.00

El Dorado Hills Fire Department

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/23/2020	23666	Folsom Lock and Sec...	6150 · Maintenance,Str...	Invoice # 030820	1,378.97	X		259,108.03
11/23/2020	23667	Hefner, Stark & Mar...	-split-		8,820.00			250,288.03
11/23/2020	23668	Holiday Inn Express	6150 · Maintenance,Str...		1,500.00			248,788.03
11/23/2020	23669	The Home Depot Pro	-split-		1,029.84			247,758.19
11/23/2020	23670	InterState Oil Compa...	-split-		3,322.16	X		244,436.03
11/23/2020	23671	L.N. Curtis & Sons	-split-		203.33	X		244,232.70
11/23/2020	23672	Interwest Consulting ...	-split-	Invoice # 64293	3,736.25			240,496.45
11/23/2020	23673	Jack Clancy Associates	6202 · Legal/Human R...	Invoice # 1306	18,000.00			222,496.45
11/23/2020	23674	KME Fire Apparatus	6142 · Parts & Supplies	Invoice # ca 55...	14.53	X		222,481.92
11/23/2020	23675	Kronos	-split-	Invoice # 1167...	129.52	X		222,352.40
11/23/2020	23676	Larry R. Fry	6034 · Health Cost of ...		202.40			222,150.00
11/23/2020	23677	Life Assist	-split-		1,183.34	X		220,966.66
11/23/2020	23678	Longyear & Lavra, L...	-split-	Inv # 20253	1,260.00			219,706.66
11/23/2020	23679	Mountain Democrat	-split-	Invoice # 8366	78.00			219,628.66
11/23/2020	23680	Riebes Auto Parts	-split-	Deposit	51.21	X		219,577.45
11/23/2020	23681	Rotary	-split-	Oct/Nov 2020 ...	560.00			219,017.45
11/23/2020	23682	SignChef Inc.	-split-	Invoice # 28108	10.73	X		219,006.72
11/23/2020	23683	Teleflex	6161 · Medical Supplies	Invoice # 9503...	1,441.93	X		217,564.79
11/23/2020	23684	El Dorado County E...	6112 · Dispatch Services	Invoice # 1271...	25,725.85			191,838.94
11/24/2020	EFT	Sterling Administrati...	-split-		2,200.56	X		189,638.38
11/24/2020	EFT	Sterling Administrati...	-split-		313.00	X		189,325.38
11/25/2020		Deposit	3510 · Misc. Operating...	US Bank Rewa...		X	1,114.49	190,439.87
11/25/2020	EFT	Allied Administrator...	6042 · Dental Insurance	December 2020	2,831.51	X		187,608.36
11/26/2020	EFT	Sterling Administrati...	-split-		227.80	X		187,380.56
11/26/2020	EFT	Sterling Administrati...	-split-		1,865.90	X		185,514.66
11/27/2020		Deposit	6204 · Other Professio...	Deposit		X	450.00	185,964.66
11/30/2020		Deposit	3513 · Rental Income (...)	Deposit		X	2,100.00	188,064.66
11/30/2020	EFT	State Compensation ...	6030 · Workers Compe...	Policy # 11048...	47,730.50	X		140,334.16

**EL DORADO HILLS FIRE DEPARTMENT**  
*“YOUR SAFETY ... OUR COMMITMENT”*



**MONTHLY OPERATIONS REPORT**  
**NOVEMBER 2020**

\*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. The current system does not allow for accurate data collection.

## Response (Per District) - 2020 vs. 2019

Response District	# of Responses <u>NOV. 2020</u>	# of Responses <u>Y.T.D. 2020</u>	# of Responses <u>NOV. 2019</u>	# of Responses <u>Y.T.D. 2019</u>
84	71	797	81	784
85	84	822	73	783
86	46	516	42	487
87	88	1088	88	1,046
91	2	53	6	76
92	0	18	1	29
Mutual Aid	57	621	50	676
Transfer	15	181	16	224
<b>TOTALS</b>	<b>363</b>	<b>3,737</b>	<b>357</b>	<b>4,105</b>

Report: Tools - Queries – Incident Report Queries – NFIRS Incident Queries – Incidents By District (Summary)

Note: Run all Districts on 1 page each (manually add subdistricts)

## Response (Per Unit) – 2020 vs. 2019

Unit Number	# of Responses <u>NOV. 2020</u>	# of Responses <u>Y.T.D. 2020</u>	# of Responses <u>NOV. 2019</u>	# of Responses <u>Y.T.D. 2019</u>	# of Responses <u>TOTAL 2019</u>
E-84	82	871	85	862	943
T-85/E-85	109	1,074	97	1,062	1,168
E-86	50	638	57	640	700
E-87	91	1,147	102	1,136	1,248
E-91	20	231	16	259	276
M-85	207	2,218	189	2,121	2,332
B-85	43	476	69	616	669

Report: Tools - Queries – Incident Report Queries – NFIRS Incident Queries – Incidents By Unit By District

Note: Run all Units (Monthly/YTD/Yearly) Report total number per report

### *Emergency Response Summary – Medic Units Response Time - El Dorado November 2020*

URBAN RESPONSE,

11-minutes, 90% of time

Response Time Between 00:00:00 - 00:00:59	2.46%
Response Time Between 00:01:00 - 00:01:59	5.74%
Response Time Between 00:02:00 - 00:02:59	10.66%
Response Time Between 00:03:00 - 00:03:59	20.49%
Response Time Between 00:04:00 - 00:04:59	32.38%
Response Time Between 00:05:00 - 00:05:59	50.00%
Response Time Between 00:06:00 - 00:06:59	65.98%
Response Time Between 00:07:00 - 00:07:59	75.82%
Response Time Between 00:08:00 - 00:08:59	85.66%
Response Time Between 00:09:00 - 00:09:59	90.16%
<b>Response Time Between 00:10:00 - 00:10:59</b>	<b>94.26%</b>

## Response (By Type of Call) – November 2020

RESPONSE DISTRICT	FALSE ALARMS	FIRE CALLS	GOOD INTENT CALLS	HAZEROUS CONDITION	EMS, RESCUE CALLS	PUBLIC SERVICE CALLS	EXPLOSIONS	SEVERE WEATHER CALLS	SPECIAL, OTHER CALLS
84	4	6	5	1	47	8	0	0	0
85	2	2	7	1	56	17	0	0	0
86	1	1	4	0	30	10	0	0	0
87	1	1	3	0	67	16	0	0	0
91	0	0	0	0	1	1	0	0	0
92	0	0	0	0	0	0	0	0	0
A/M	1	5	18	2	43	3	0	0	0
<b>TOTAL</b>	<b>9</b>	<b>15</b>	<b>37</b>	<b>4</b>	<b>244</b>	<b>55</b>	<b>0</b>	<b>0</b>	<b>0</b>

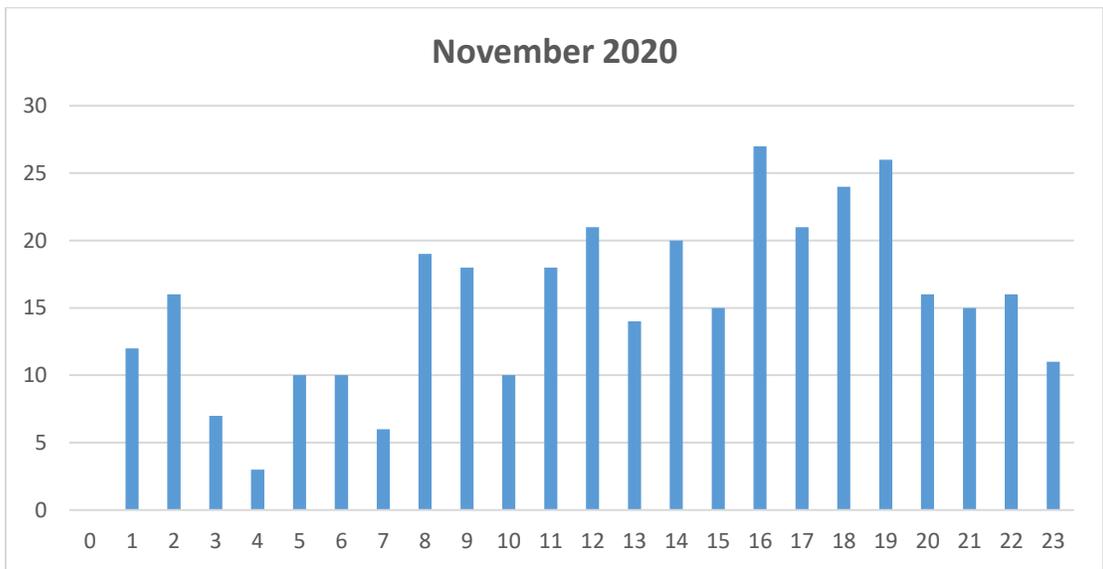
*(Totals exclude transfers by M85)*

## Response (Incident Type) – November 2020

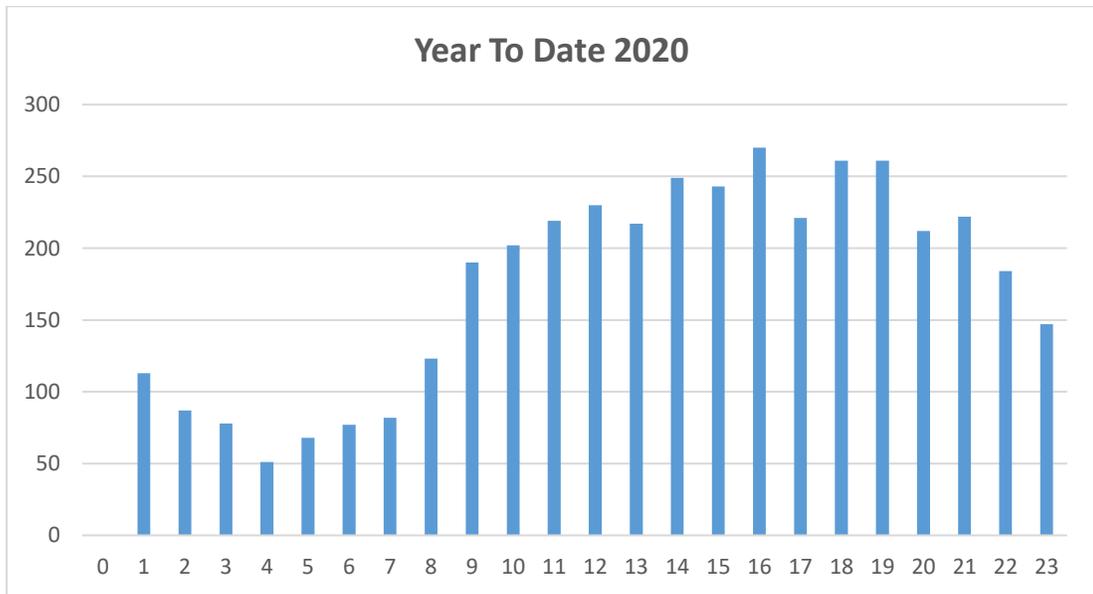
Incident Type	Incident Description	Number of Incidents
100	Fire, Other	1
111	Building fire	1
114	Chimney or flue fire, confined to chimney or flue	2
131	Passenger vehicle fire	1
136	Self-propelled motor home or recreational vehicle	1
140	Natural vegetation fire, Other	1
142	Brush or brush-and-grass mixture fire	3
151	Outside rubbish, trash or waste fire	2
170	Cultivated vegetation, crop fire, Other	3
300	Rescue, EMS incident, other	1
321	EMS call, excluding vehicle accident with injury	2
321C	EMS call, Cardiac	23
321G	EMS call, General Medical	131
321N	EMS call, Cancelled at Scene No Pt. Contact	2
321R	EMS call, Respiratory	15
321T	EMScall, Trauma,excluding veh accident with injury	37
321X	EMS call, Transfer	14
322	Motor vehicle accident with injuries	9
324	Motor Vehicle Accident with no injuries	9
353	Removal of victim(s) from stalled elevator	1
410	Combustible/flammable gas/liquid condition, other	1
412	Gas leak (natural gas or LPG)	1
440	Electrical wiring/equipment problem, Other	2
510	Person in distress, Other	6
512	Ring or jewelry removal	1
531	Smoke or odor removal	1
541S	Animal problem snake	3
542	Animal rescue	2
550	Public service assistance, Other	1
551	Assist police or other governmental agency	2
553	Public service	5
554	Assist invalid	30
571	Cover assignment, standby, moveup	1
571E	ENGINE/TRUCK Cover assignment, standby, moveup	3
611A	Dispatched & canceled en route Fire Alarm	3

611F	Dispatched & canceled en route to Fire	3
611M	Dispatched & canceled en route Medical	16
611S	Dispatched & canceled en route Special Duty	1
611T	Dispatched & canceled en route Traffic Collision	3
622	No Incident found on arrival at dispatch address	9
631	Authorized controlled burning	1
651	Smoke scare, odor of smoke	1
733	Smoke detector activation due to malfunction	1
735	Alarm system sounded due to malfunction	2
736	CO detector activation due to malfunction	1
740	Unintentional transmission of alarm, Other	1
743	Smoke detector activation, no fire - unintentional	4

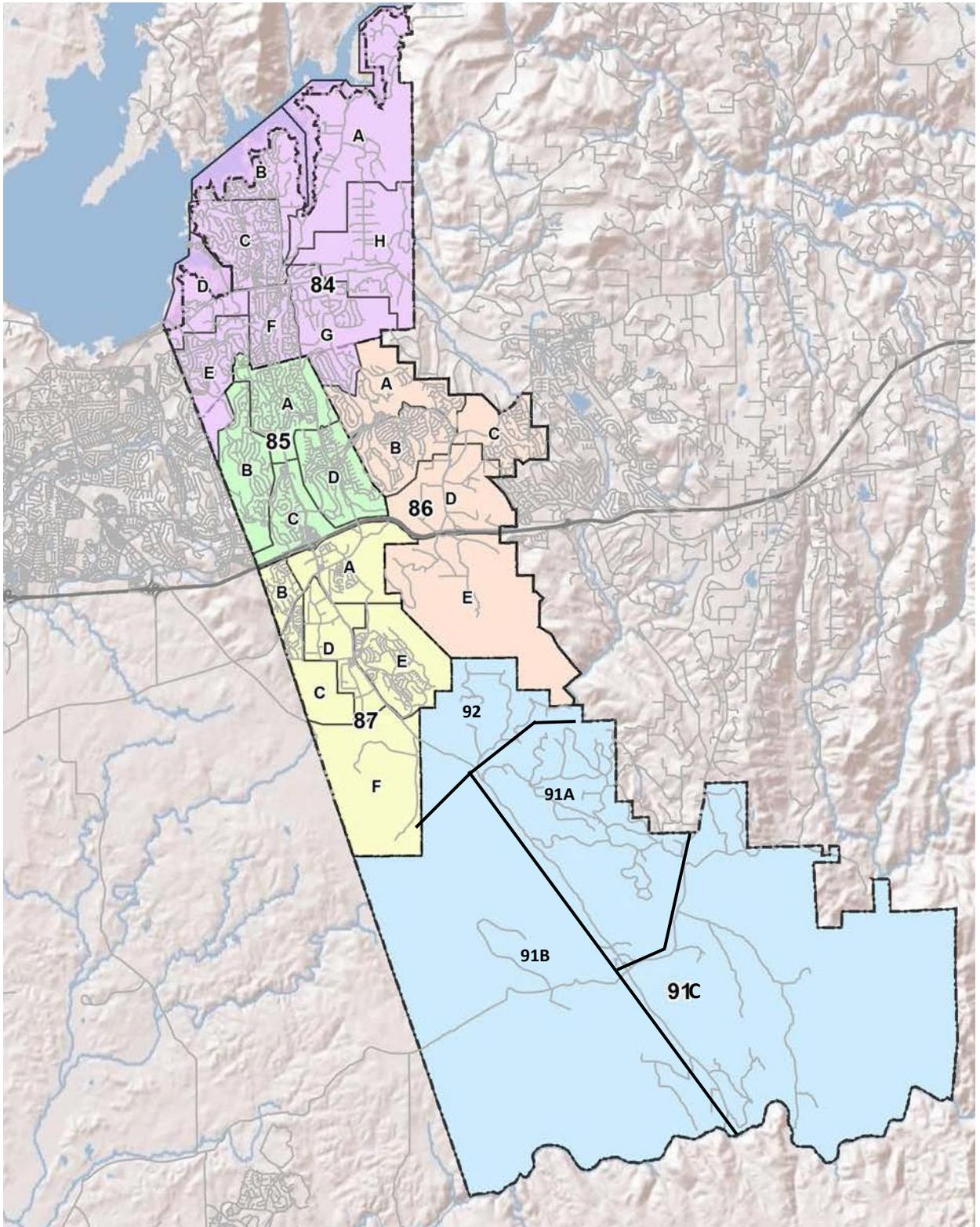
# Incidents by Hour of the Day



Hour of Day



Hour of Day



# EL DORADO HILLS FIRE DEPARTMENT

“YOUR SAFETY ... OUR COMMITMENT”



Community Risk Reduction Division

December, 2020 Report

## OVERVIEW

The El Dorado Hills Fire Department, Community Risk Reduction Division (CRRD) continues to see significant residential development and vegetation management program activity throughout the reporting period. Major construction activity occurred in the Saratoga Estates, Serrano, Carson Creek, Bell Ranch and Sienna Ridge areas of the District. The Town Center Apartment construction project continues to require significant staff commitment to review plans and complete construction inspections.

CRRD completed 4 defensible space inspections throughout the District. CRRD also investigated 7 Defensible Space citizen complaints on behalf of the County of El Dorado as part of their Vegetation Management program. CRRD also completed 1 fire & life safety inspections of schools, day care centers and other education facilities. We also completed 2 business license inspections in the last 30 days of businesses moving into existing commercial occupancies in the District. We continue to support the local business community, upon request, in response to COVID-19 business related changes to ensure that they do not conflict with fire safety regulations of the District.

## MAJOR ACCOMPLISHMENTS

CRRD staff completed the following activities during the last 30 days:

- Chief Johnson, the crew from Station 85 and CRRD staff were excited to present Amanda Rossi and Dean Kermani with their poster magnets for being selected as the top winners in the Department's "Serving Up Fire Safety in the Kitchen" Poster Contest.



Photo 1: Poster Contest Winner Amanda Rossi



Photo 2: Poster Contest Winner Dean Kermani

- Completed 2 car seat installations for the public.
- Completed 43 site, building and fire protection plan reviews and 160 construction inspections.
- Completed 2 fire and life safety inspections of residential and commercial occupancies.
- Assisted El Dorado County Fire Prevention Officers Association on a number of Fire Protection Standards updates and agreements.

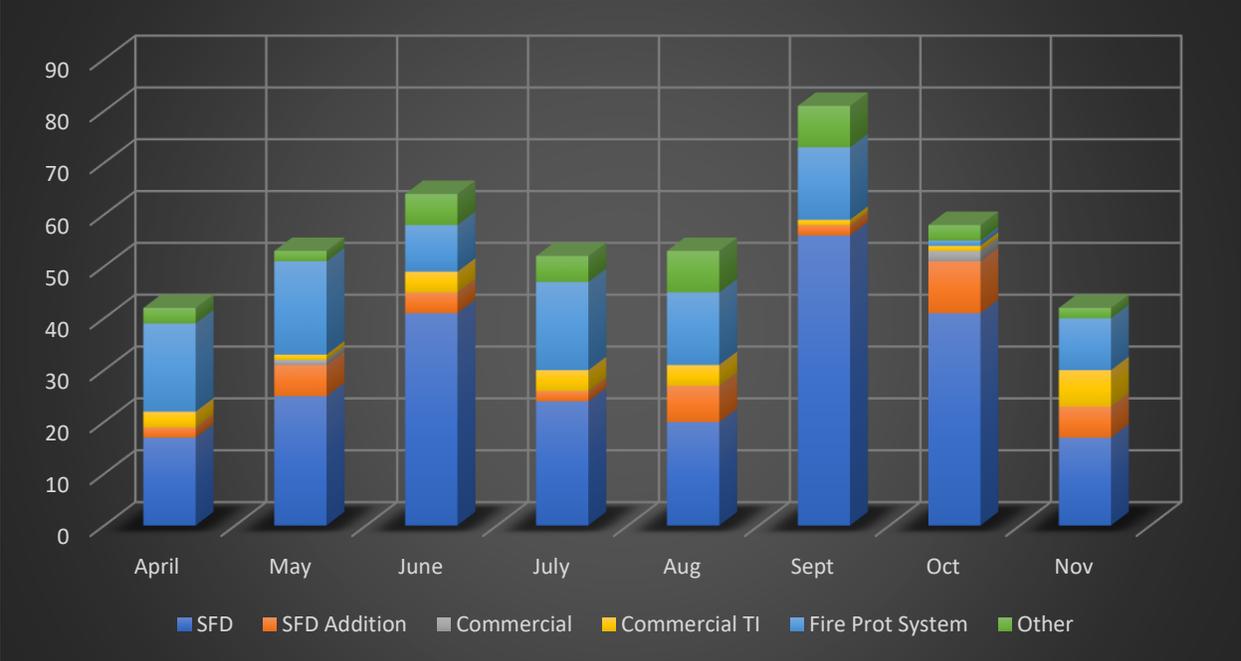


Table 1: New Construction Permit Activity by Month

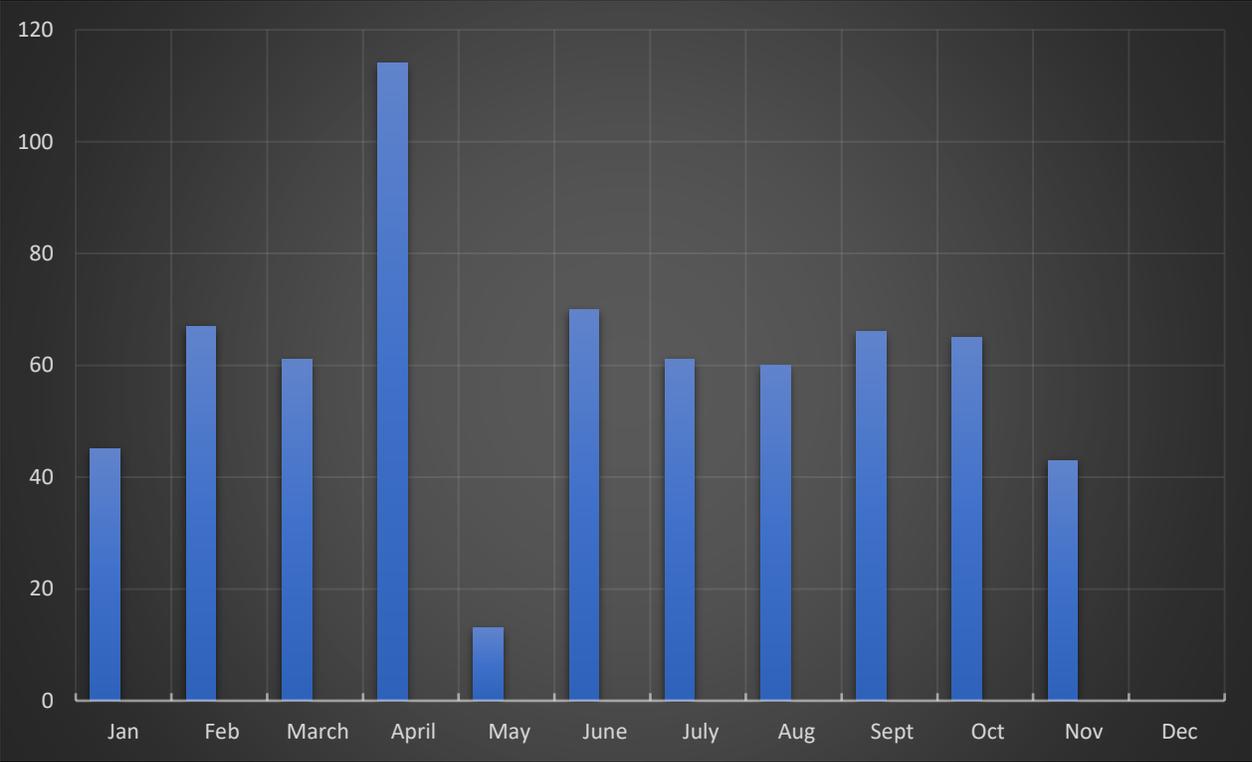


Table 2: Construction Plans Reviewed by Month Report

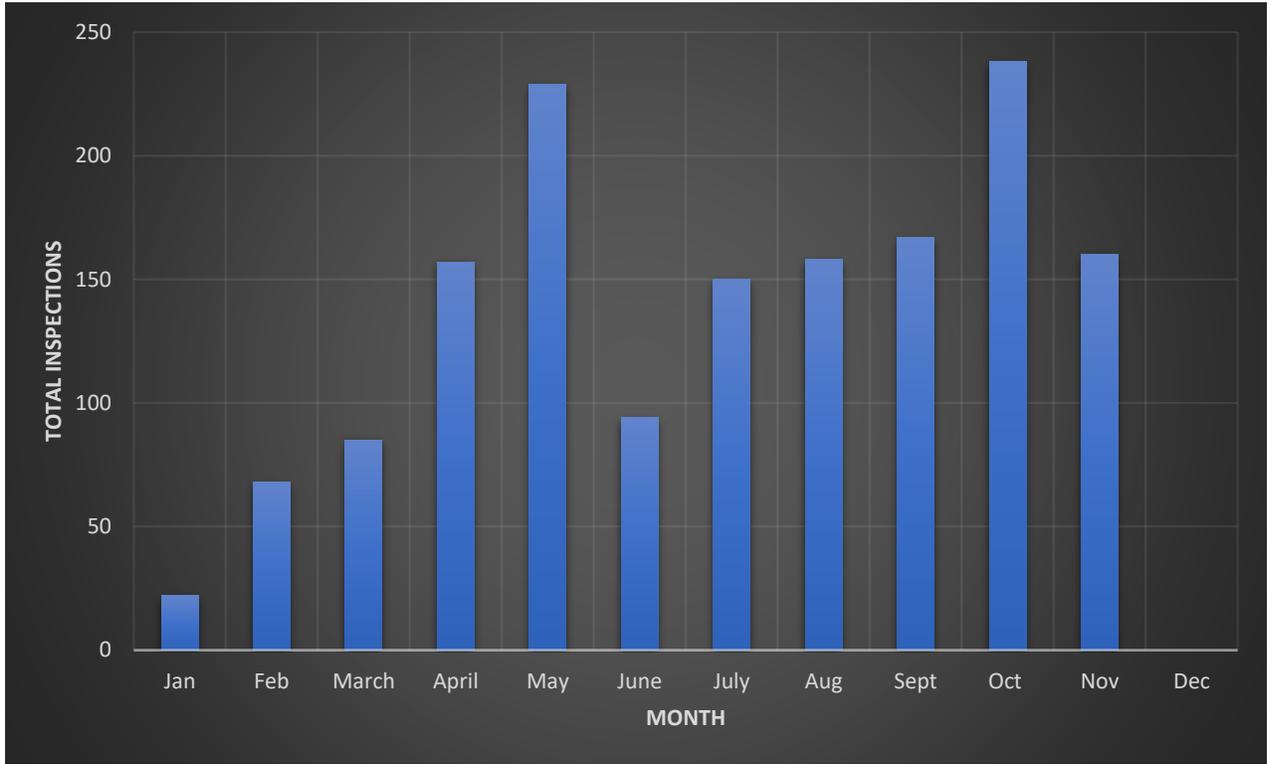


Table 3: Construction Inspections by Month Report

End of Report



# El Dorado Hills Fire Department

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1050 Wilson Blvd. • El Dorado Hills, CA 95762 • Phone (916) 933-6623 • Fax (916) 933-5983

**Maurice Johnson**  
Fire Chief

**DATE:** December 16, 2020

**TO:** Board of Directors

**AGENDA ITEM:** XII-B

**SUBJECT:** Approval of the El Dorado Hills Professional Firefighters (EDHPFF), Local 3604, Memorandum of Understanding (MOU) Side Letter Agreement #1

## TOPIC

Side Letter Agreement #1 to the EDHPFF MOU.

## SUMMARY

Staff seeks Board approval to adopt the proposed Side Letter Agreement #1 to the EDHPFF MOU.

## DISCUSSION

The District's negotiating team met with 3604 representatives to discuss Section VI, Terms and Conditions of Employment, Subsection A., and also Section XIII, Union Leave, Subsection A. The proposed Side Letter Agreement #1 has been agreed upon by the EDHPFF, Local 3604, representatives and members by majority vote on November 16, 2020.

Below is the existing MOU language and also the amended language that outlines the changes that have been agreed upon in the proposed Side Letter Agreement #1.

1. **Section VI, Terms and Conditions of Employment Subsection A.3 current wording:**

Employees may be eligible for a step increase annually on or after their hire or promotional anniversary date.

**Section VI, Terms and Conditions of Employment Subsection A.3 amended wording:**

Employees may be eligible for a step increase annually on or after their hire or promotional anniversary date. Firefighter/Paramedics hired between 2015 and 2018 may be eligible for a step increase on a date that is not their anniversary date due to Side Letter 2017-02 of the October 1, 2015 – September 30, 2019 MOU, in which salary step increases for steps 1-3 were awarded in six (6) month intervals.

2. In section VI, Terms and Conditions of Employment, the verbiage in Subsections A.9. and A.10. were swapped in Side Letter Agreement #1.

**The new Section VI, Terms and Conditions of Employment Subsection A.9**

**current wording:**

Constant Fair Labor Standards Act (FLSA) will be paid at a standard rate of three (3) hours per week at the employee's rate of pay, then multiplied by 1.5. Only employees assigned to a fifty-six (56) hour suppression schedule are eligible for Fair Labor Standards Act (FLSA) pay.

**The new Section VI, Terms and Conditions of Employment Subsection A.9**

**amended wording:**

Only employees assigned to a fifty-six (56) hour suppression schedule are eligible for Fair Labor Standards Act (FLSA) pay.

3. **Section XIII, Union Leave, Subsection A current wording:**

Both Union President and Vice President or a representative in their absence, will be given leave from duty to perform Department/Union related business. Such leave will only be granted if it does not disrupt the Departments operations. Total leave shall not exceed five hundred (500) hours per year.

**Section XIII, Union Leave, Subsection A is amended to read as follows:**

The Union President, Vice President and/or other Union designated representatives will be given leave from duty to perform Department/Union related business. Such leave will only be granted if it does not disrupt the Departments operations. Total leave shall not exceed five hundred (500) hours per year.

**FISCAL IMPACT**

There is no fiscal impact.

**RECOMMENDATION**

Approve the proposed Side Letter Agreement #1 to the EDHPFF MOU for the period of October 1, 2019 through June 30, 2023.

Submitted by:

*Cora Hall*

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Cora Hall  
Director of Human Resources

**THIS SIDE LETTER TO THE MEMORANDUM OF UNDERSTANDING (MOU)** between the El Dorado Hills Professional Firefighters Local 3604 (EDHPFF) and representatives of the El Dorado Hills County Water District, alternatively referred to as El Dorado Hills Fire Department (Department), for the period of October 1, 2019 – June 30, 2023, referred to herein as “**Side Letter #1**”, is made and entered into and effective this 16<sup>th</sup> day of December 2020.

Section VI, Terms and Conditions of Employment, Subsection A., is hereby amended to read as follows:

A. Salaries

1. Captain/Paramedic base salary is formulated at four percent (4%) above a Captain base salary. An Engineer/Paramedic base salary is formulated at five percent (5%) above an Engineer base salary.
2. Probationary Firefighter/Paramedics will remain at salary step 1 from date of hire until graduation from the Academy. Probationary Firefighter/Paramedics may be eligible to move to salary step 2 after graduation of the Academy and will remain at salary step 2 until completion of the probationary period. After completion of the probationary period, remaining salary step increases may be eligible annually on or after the anniversary date. At the discretion of the Fire Chief, lateral Probationary Firefighter/Paramedics may be hired at a salary step higher than salary step 1.
3. Employees may be eligible for a step increase annually on or after their hire or promotional anniversary date. Firefighter/Paramedics hired between 2015 and 2018 may be eligible for a step increase on a date that is not their anniversary date due to Side Letter 2017-02 of the October 1, 2015 – September 30, 2019 MOU, in which salary step increases for steps 1-3 were awarded in six (6) month intervals.
4. An employee shall remain in a salary step for a period of one (1) year before being eligible to advance to the next step.
5. If eligible for a step increase, the step increase will be effective the first day of the first full pay period after their eligibility date.
6. A salary step increase is not an automatic payroll adjustment. Eligibility for a salary step increase will be based upon the employee's performance and length of service.
7. Employees shall receive the following Cost of Living Adjustments:

Side Letter Agreement #1 Amending the Memorandum of Understanding

- a. Effective the first full pay period on or after October 1, 2019, employees shall receive a two percent (2%) increase to base salary. Reference the below salary schedule:

STEPS		1	2	3	4	5	6	7	8
<b>BATTALION CHIEF</b>	<b>Monthly</b>	<b>10,456</b>	<b>10,928</b>	<b>11,424</b>	<b>11,944</b>	<b>12,489</b>			
<b>CAPTAIN/ PARAMEDIC</b>	<b>Monthly</b>	<b>8,555</b>	<b>8,983</b>	<b>9,431</b>	<b>9,903</b>	<b>10,398</b>			
<b>CAPTAIN</b>	<b>Monthly</b>	<b>8,227</b>	<b>8,638</b>	<b>9,070</b>	<b>9,524</b>	<b>10,000</b>			
<b>ENGINEER/ PARAMEDIC</b>	<b>Monthly</b>	<b>7,534</b>	<b>7,912</b>	<b>8,307</b>	<b>8,723</b>	<b>9,158</b>			
<b>ENGINEER</b>	<b>Monthly</b>	<b>7,172</b>	<b>7,531</b>	<b>7,909</b>	<b>8,303</b>	<b>8,718</b>			
<b>FIREFIGHTER/ PARAMEDIC</b>	<b>Monthly</b>	<b>5,890</b>	<b>6,185</b>	<b>6,494</b>	<b>6,819</b>	<b>7,159</b>	<b>7,518</b>	<b>7,893</b>	<b>8,288</b>

- b. Effective the first full pay period on or after July 1, 2020, employees shall receive a three percent (3%) increase to base salary. The salary schedule will be available at the time of this scheduled salary increase.
- c. Effective the first full pay period on or after July 1, 2021, employees shall receive a two and one-half percent (2.5%) increase to base salary. The salary schedule will be available at the time of this scheduled salary increase.
- d. Effective the first full pay period on or after October 1, 2021, a one percent (1%) increase to base salary may be awarded to all ranks represented by the EDHPFF if growth in the El Dorado Hills Property Tax Revenue for Fiscal Year (FY) 2021-22 exceeds five percent (5%). For the salary adjustment, the percent change in property tax revenue will be calculated using the actual property tax revenue for (FY) 2020-21 and the property tax revenue estimate provided by El Dorado County for (FY) 2021-22.
- e. Effective the first full pay period on or after July 1, 2022, employees shall receive a two and one-half percent (2.5%) increase to base salary. The salary schedule will be available at the time of this scheduled increase.
8. No employee shall be involuntarily reassigned, through promotion, demotion or other action, to a forty (40) hour schedule.
9. Only employees assigned to a fifty-six (56) hour suppression schedule are eligible for Fair Labor Standards Act (FLSA) pay.

Side Letter Agreement #1 Amending the Memorandum of Understanding

10. Any employee assigned to a forty (40) hour schedule (suppression or administrative) shall receive a twelve percent (12%) increase to their base hourly rate of pay. Employees who have been approved to work a light duty assignment are not eligible to receive the twelve percent (12%) increase to their base salary. The employee's rate of pay shall be calculated by multiplying the hourly rate of pay applicable to employees on a suppression shift schedule (*including the 12% increase, if applicable*) then multiplying this number by 1.4.
11. The following is the formula for converting fifty-six (56) hour position leave to forty (40) hour position leave:  

Hours on books divided by 1.4 = Converted Time;  
The same formula will be used to calculate accrual rates.
12. The following is the formula for converting forty (40) hour position leave to fifty-six (56) hour position leave:  

Hours on books multiplied by 1.4 = Converted Time;  
The same formula will be used to calculate accrual rates.

Section XIII, Union Leave, Subsection A., is hereby amended to read as follows:

- A. The Union President, Vice President and/or other Union designated representatives will be given leave from duty to perform Department/Union related business. Such leave will only be granted if it does not disrupt the Departments operations. Total leave shall not exceed five hundred (500) hours per year.

In witness whereof, the parties hereto have caused this MOU to be executed by affixing their signatures below.

Side Letter Agreement #1 Amending the Memorandum of Understanding

**DISTRICT:**

EL DORADO HILLS COUNTY WATER DISTRICT

Dated: \_\_\_\_\_, 2020.

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: President

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: Fire Chief

Dated: \_\_\_\_\_, 2020.

**ATTEST:**

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: Board Secretary

**EDHPFF:**

EL DORADO HILLS PROFESSIONAL FIREFIGHTERS

Dated: \_\_\_\_\_, 2020.

\_\_\_\_\_  
By: \_\_\_\_\_  
Its: President

Effective:  
Adopted: \_\_\_\_\_

**EL DORADO HILLS COUNTY WATER DISTRICT**

**RESOLUTION NO. 2020-20**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO HILLS COUNTY WATER DISTRICT APPROVING THE SIDE LETTER AGREEMENT #1 TO THE EL DORADO HILLS PROFESSIONAL FIREFIGHTERS MEMORANDUM OF UNDERSTANDING**

WHEREAS, negotiations with the representatives of the El Dorado Hills Professional Firefighters (EDHPPF), International Association of Firefighters Local 3604, have successfully concluded, related to Section VI, Terms and Conditions of Employment, Subsection A., and Section XIII, Union Leave, Subsection A., of the EDHPPF Memorandum of Understanding (MOU); and,

WHEREAS, the members of the EDHPPF have approved the proposed Side Letter Agreement #1 to the EDHPPF MOU by majority vote on November 16, 2020; and,

WHEREAS, the Board of Directors for the El Dorado County Water District wishes to approve the Side Letter Agreement #1 to the EDHPPF MOU; and,

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of the El Dorado Hills County Water District, that the Side Letter Agreement #1 to the EDHPPF MOU is hereby approved.

The foregoing resolution was passed and adopted by the Board of Directors of the El Dorado Hills County Water District at a meeting of said Board held on the 16th day of December 2020 by the following vote:

AYES:  
NOES:  
ABSENT:

ATTEST:

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

\_\_\_\_\_  
Jim Hartley, President