

**AGENDA**  
**EL DORADO HILLS COUNTY WATER DISTRICT**  
**(FIRE DEPARTMENT)**  
**BOARD OF DIRECTORS**  
**EIGHT HUNDRED SEVENTY EIGHTH MEETING**  
**Thursday, October 19, 2023**  
**5:30 p.m. Closed Session**  
**6:00 p.m. Open Session**  
**(1050 Wilson Blvd., El Dorado Hills, CA)**

**ATTENTION**

Residents planning to address the Board of Directors at this Board meeting: due to the concerns about the COVID-19 virus, we respectfully ask if you are feeling ill for any reason not to attend in person.

**Zoom Webinar Video Conference link:**

<https://us02web.zoom.us/j/87503176283?pwd=YmNxOWU0dGpTWk1xTWt5cStwYzZvUT09>

**Webinar ID: 875 0317 6283**

**Passcode: 809315**

**Conference Dial in:**

**1-669-900-9128**

*Please submit your comments in writing to [clerkoftheboard@edhfire.com](mailto:clerkoftheboard@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. Closed Session Items
  - A. Closed Session pursuant to Government Code Section 54957(b)(1); Public Employee Performance Evaluation: Fire Chief
  - B. Closed Session pursuant to Government Code Section 54957.6; Conference with Labor Negotiators; items under negotiation: Memorandum of Understanding with the El Dorado Hills Professional Firefighters pertaining to wages and benefits; Agency Designated Representatives: Finance Committee, Directors Giraudo and White, Chief Johnson; Employee Organization: El Dorado Hills Professional Firefighters, Local 3604
  - C. Closed Session pursuant to Government Code Section 54956.9 (d) (2); Conference with Legal Counsel regarding potential exposure to litigation; One (1) potential matter
- III. Pledge of Allegiance
- IV. 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 875<sup>th</sup> Board Meeting held September 21, 2023
  - B. Approve Minutes of the 876<sup>th</sup> Special Board Meeting held October 3, 2023
  - C. Approve Financial Statements and Check Register for September 2023

End Consent Calendar

- V. 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.
- VI. Correspondence
- VII. Attorney Items
- VIII. Committee Reports
  - A. Administrative Committee (Directors Bennett and Durante)
  - B. Finance Committee (Directors Giraudo and White)
  - C. Joint Powers Authority (Directors Giraudo and White)
  - D. Communications (Ad-Hoc) (Director Durante)
  - E. CRR Services (Ad-Hoc) (Director White)
  - F. Ambulance Deployment (Ad Hoc) (Directors Giraudo and White)
- IX. Fire Chief's Report
- X. Operations Report
  - A. Operations Report (Receive and File)
- XI. Community Risk Reduction Report
  - A. CRRD Report
- XII. Fiscal Items
- XIII. New Business
  - A. Review and approve MOU Letter of Clarification effective 7/1/2023
  - B. Review and approve revised Positions Authorization Document
  - C. Review and approve Public Salary Schedule effective 10/25/2023
- XIV. Old Business
  - A. Public Hearing (continued): Second reading and approval of Ordinance 2023-02 Adopting an Administrative Citation Program
  - B. Training Facility Update
  - C. EDHCSD/EDHFD 2x2 Update (Director Bennett)
  - D. Cameron Park 2x2 Update (Directors Giraudo and White)
- XV. Oral Communications
  - A. Directors
  - B. Staff
- XVI. 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 SEVENTY FIFTH MEETING OF THE BOARD OF DIRECTORS

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**Thursday, September 21, 2023, 5:30 p.m.**

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

### **I. CALL TO ORDER**

President Giraudo called the meeting to order at 5:30 p.m. Directors in attendance: Bennett, Giraudo, and White. Director Durante was absent. Staff in attendance: Chief Johnson and Director of Finance Braddock. Counsel Cook was also in attendance.

### **II. CLOSED SESSION**

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

The Board adjourned to closed session at 5:30 p.m.

The meeting reconvened at 6:00 p.m. No action was taken in Closed Session.

### **III. PLEDGE OF ALLEGIANCE**

Director Giraudo stated that Director Jim Hartley passed away on August 26<sup>th</sup> after a tragic accident. He served on the El Dorado Hills Fire Board of Directors for over 26 years and will be greatly missed.

### **IV. CONSENT CALENDAR**

- A. Approve Minutes of the 872nd Special Board Meeting held August 14, 2023**  
**B. Approve Minutes of the 873rd Board Meeting held August 17, 2023**  
**C. Approve Minutes of the 874th Special Board Meeting held August 30, 2023**  
**D. Approve Financial Statements and Check Register for August 2023**

*Director Bennett made a motion to approve the Consent Calendar, seconded by Director White and unanimously carried.*

### **V. PRESENTATION**

- A. PG&E Donation** – Chief Hall, along with Mark Duri and Mike Webb with PG&E, presented an overview of the collaborative training that took place at the training center. They expressed the success of the event and their excitement for future collaboration.

### **VI. ORAL COMMUNICATIONS**

- A. EDH Professional Firefighters** – None  
**B. EDH Firefighters Association** – None  
**C. Public Comment** – None

**VII. CORRESPONDENCE – None**

**VIII. ATTORNEY ITEMS – None**

**IX. COMMITTEE REPORTS**

- A. Administrative Committee (Directors Durante and Bennett) – No report.**
- B. Finance Committee (Directors White and Giraudo) – No report.**
- C. Joint Powers Authority (Directors Giraudo and White) – Chief Johnson reported that the JPA discussed the RFP for the ambulance and stated that Bill Sugiyama was selected as the new JPA Executive Director.**
- D. Communications (Ad-Hoc) (Director Durante) – No report.**
- E. CRR Services (Ad-Hoc) (Director White) – No report.**
- F. Ambulance Deployment (Ad-Hoc) (Directors Giraudo and White) – No Report**

**X. FIRE CHIEF’S REPORT - Chief Johnson reported the following to the Board:**

- Congratulations to Captain Eckhardt for 20 years of service.
- The District is being evaluated for a potential annexation with Cameron Park for fire services.
- Staff is working on a response to the ambulance RFP and asked for direction to start the meet and confer process with Local 3604.
- Pending an official contract, Chief Lilienthal will be transitioning to work as Deputy Chief assigned to the El Dorado County Sheriff’s OES Division.

**XI. OPERATIONS REPORT**

- A. Operations Report (Receive and File) – Chief Hall stated it was a busy month with strike teams, and Staff were able to successfully conduct the first live burn training in Building 2 of the Training Facility.**

**XII. COMMUNITY RISK REDUCTION REPORT**

- A. CRRD Report – Chief Fields presented a report showing the CRRD data for the month of August.**

**XIII. FISCAL ITEMS**

- A. Public Hearing: Review and approve Resolution 2023-10 approving the Final Budget for fiscal year 2023/24 and authorize expenditures from Reserve Funds – A public hearing was opened at 6:48 p.m. Director of Finance Braddock presented the Final Budget for approval.**

The public hearing was closed at 6:52 p.m.

*Director Bennett made a motion to approve Resolution 2023-10 approving the Final Budget for fiscal year 2023/24 and authorize expenditures from Reserve Funds, seconded by Director White, and unanimously carried. (Roll Call: Ayes: 3, Noes: 0, Absent: 1, Vacant: 1)*

- B. Receive and file annual Development Fee balance and expenditures report – Director of Finance Braddock presented the annual Development Fee balance and**

expenditures report, stating that the majority of the expenditures were related to the completion of the Training Facility. Received and filed.

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

##### **A. Public Hearing: Review and first reading of Ordinance 2023-02 adopting an Administrative Citation Program**

A public hearing was opened at 6:55 p.m. Chief Fields presented the first reading of the Administrative Citation Program Ordinance for review.

The public hearing was continued to the October 19<sup>th</sup> regular Board Meeting.

##### **B. Review and adopt response time criteria – Chief Johnson reported that the District would like to adopt the response time goals that were developed in 2016 with the exception of the rural goals. He further recommended that the department conduct a new updated study.**

*Director White made a motion adopt response time criteria, seconded by Director Bennett, and unanimously carried.*

#### **XV. OLD BUSINESS**

##### **A. Training Facility Update – Chief Hall reported that the Training Facility is 99.9% complete, with the exception of the false floor in Building 1.**

##### **B. EDHCSD/EDHFD 2x2 update (Directors Bennett and Durante) – No report.**

##### **C. Cameron Park 2x2 Update (Directors Giraud and White) – No report.**

#### **XVI. ORAL COMMUNICATIONS**

##### **A. Directors – Director Bennett thanked the Staff for all the hard work and Director White stated that four of the rural Districts in the County have formed a JPA to share resources. Director Giraud thanked Staff for the presence and work they put into Director Hartley’s memorial service.**

##### **B. Staff – Chief Johnson expressed his gratitude to the Staff involved in Director Hartley’s service.**

#### **XVII. ADJOURNMENT**

The meeting adjourned at 7:36 p.m.

Approved:

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John Giraud, President

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Jessica Braddock, Board Secretary

*This is a summary of the meeting. Board Meetings are recorded, and anyone wanting to listen to the full meeting recording should contact the main office at 916-933-6623 or [inquiries@edhfire.com](mailto:inquiries@edhfire.com).*

# EL DORADO HILLS COUNTY WATER DISTRICT

## EIGHT HUNDRED SEVENTY SIXTH MEETING OF THE BOARD OF DIRECTORS

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**Tuesday, October 3, 2023, 1:00 p.m.**

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

### **I. CALL TO ORDER**

President Giraud called the meeting to order at 1:00 p.m. Directors in attendance: Bennett, Durante, Giraud, and White. Staff in attendance: Chief Johnson. Counsel Cook was also in attendance.

### **II. NEW BUSINESS**

- A. **Review and approve County OES Contract** – Chief Johnson presented the El Dorado County OES Contract to the Board to support Chief Lilienthal’s assignment to County OES. Counsel Cook summarized the changes he is recommending to the contract language. Director White noted that he gave Chief Johnson a list of typographical errors that will be corrected.

*Director White made a motion to approve the El Dorado County OES Contract subject to Counsel Cook’s negotiations on the contract language, seconded by Director Durante and unanimously carried.*

- B. **Review and approve resolution 2023-11 authorizing the write-off of capital assets** – Accounting Specialist Selling presented the list of capital asset write-offs.

*Director White made a motion to approve resolution 2023-11 authorizing the write-off of capital assets, seconded by Director Durante and unanimously carried. (Roll Call: Ayes: 4, Noes: 0; Vacant: 1)*

- C. **Discuss board vacancy appointment process and complete preliminary review of submitted applications** – The Directors discussed the interview and selection process as well as the candidates, eliminating one candidate from the process. The Board directed Staff to schedule interviews for all other candidates.

The Board adjourned to closed session at 1:50 p.m.

### **III. CLOSED SESSION**

- A. **Closed Session pursuant to Government Code Section 54957(b)(1); Public Employee Performance Evaluation: Fire Chief**

### **IV. ADJOURNMENT**

The meeting adjourned at 2:08 p.m.

Approved:

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John Giraud, President

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Jessica Braddock, Board Secretary

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**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending September 30, 2023



	Final Budget FY23/24	Actual September 2023	Actual YTD September 30, 2023	Variance YTD Actual to Full Year Budget	(Target 25%) YTD Actual % of Full Year Budget	Notes/Comments
<b>Revenue</b>						
3240 · Tax Revenue						
3260 · Secured Tax Revenue	24,016,044	40,411	42,719	(23,973,325)		
3270 · Unsecured Tax Revenue	467,436	410,745	412,985	(54,451)		
3280 · Homeowners Tax Revenue	153,186	-	-	(153,186)		
3320 · Supplemental Tax Revenue	800,000	86,140	101,120	(698,880)		Timing of revenue collections.
3330 · Sacramento County Revenue	53,917	-	-	(53,917)		
3335 · Latrobe Revenue				-		
3335.2 · Latrobe Special Tax	35,000	300	450	(34,550)		
3335.3 · Latrobe Base Transfer	105,581	-	-	(105,581)		
3340 · Property Tax Administration Fee	(427,385)	-	-	427,385		
<b>Total 3240 · Tax Revenue</b>	<b>25,203,779</b>	<b>537,595</b>	<b>557,274</b>	<b>(24,646,505)</b>	<b>2%</b>	
3500 · Misc. Operating Revenue						
3506 · CRRD Cost Recovery Fees	580,000	72,223	289,558	(290,442)	50%	Recognition of deferred revenue from FY2022-23
3507 · Hosted Training Revenue	280,000	25,338	143,399	(136,601)	51%	Recognition of deferred revenue from FY2022-23
3508 · Mechanic Cost Recovery Fees	6,000	-	-	(6,000)	0%	
3512 · JPA Revenue	1,300,000	-	-	(1,300,000)	0%	Timing of invoicing
3513 · Rental Income (Cell site)	54,180	4,515	13,545	(40,635)	25%	
3514.1 · Operating Grants Revenue	-	-	-	-	0%	Timing of grant reimbursement
3514.2 · Capital Grants Revenue	480,510	-	-	(480,510)	0%	
3515 · OES/Mutual Aid Reimbursement	300,000	363,170	363,170	63,170	121%	Timing of fire season
3520 · Interest Earned	310,000	1,811	3,210	(306,790)	1%	Timing of interest collections
3500 · Misc. Operating Revenue - Other	310,000	45,434	115,522	(194,478)	37%	Workers' Compensation dividends collected in Aug-23
<b>Total 3500 · Misc. Operating Revenue</b>	<b>3,620,690</b>	<b>512,491</b>	<b>928,404</b>	<b>(2,692,286)</b>	<b>26%</b>	
<b>Total Operating Revenue</b>	<b>\$ 28,824,469</b>	<b>\$ 1,050,087</b>	<b>\$ 1,485,678</b>	<b>\$ (27,338,791)</b>	<b>5%</b>	
3550 · Development Fee						
3560 · Development Fee Revenue	1,100,000	74,250	213,586	(886,414)	19%	Revenue collections trending slightly lower than budget
3561 · Development Fee Interest	-	8,963	18,015	18,015	100%	
<b>Total 3550 · Development Fee</b>	<b>1,100,000</b>	<b>83,213</b>	<b>231,601</b>	<b>(868,399)</b>	<b>21%</b>	
3568 · Proceeds from Insurance	-	-	-	-	0%	
3570 · Proceeds from Sale of Assets	-	-	-	-	0%	
<b>Total Revenue</b>	<b>\$ 29,924,469</b>	<b>\$ 1,133,300</b>	<b>\$ 1,717,279</b>	<b>\$ (28,207,190)</b>	<b>6%</b>	



**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending September 30, 2023



					(Target 25%)	
	Final Budget FY23/24	Actual September 2023	Actual YTD September 30, 2023	Variance YTD Actual to Full Year Budget	YTD Actual % of Full Year Budget	Notes/Comments
<b>Expenditures</b>						
6000 · Salaries & Wages						
6001 · Salaries & Wages, Fire	8,609,944	662,069	1,822,342	6,787,603	21%	
6011 · Education/Longevity Pay	671,100	66,446	141,378	529,722	21%	
6015 · Salaries & Wages, CRRD	891,656	62,097	168,427	723,229	19%	
6016 · Salaries & Wages, Administration	959,049	66,529	175,121	783,928	18%	
6019 · Overtime						
6019.1 · Overtime, Operational	2,500,923	102,835	416,890	2,084,033	17%	
6019.2 · Overtime, Outside Aid	247,934	242,819	242,819	5,115	98%	
Total 6019 · Overtime	2,748,857	345,654	659,708	2,089,148	24%	
6020 · P.E.R.S. Retirement	3,998,373	166,559	2,361,147	1,637,226	59%	Pension UAL lump sum payments made in Jul-23
6030 · Workers Compensation	1,102,222	-	148,611	953,611	13%	Timing of projected premium increase in (11/2023-10/2024)
6031 · Life Insurance	7,469	479	1,915	5,554	26%	
6032 · P.E.R.S. Health Benefits	2,062,568	163,327	651,341	1,411,226	32%	October premium paid in September
6033 · Disability Insurance	22,656	-	1,859	20,797	8%	
6034 · Health Cost of Retirees	1,212,965	74,362	292,775	920,189	24%	Pending annual payment to CERBT
6040 · Dental/Vision Expense	257,460	22,238	77,246	180,214	30%	
6050 · Unemployment Insurance	14,875	83	106	14,769	1%	
6070 · Medicare	199,204	17,591	43,427	155,777	22%	
Total 6000 · Salaries & Wages	22,758,397	1,647,434	6,545,403	16,212,994	29%	
6100 · Clothing & Personal Supplies						
6101 · Uniform Allowance	57,602	77	26,420	31,182	46%	Jul-Dec uniform allowance paid in Jul-23
6102 · Other Clothing & Personal Supplies	74,048	803	11,768	62,280	16%	Timing of budgeted purchases
Total 6100 · Clothing & Personal Supplies	131,650	880	38,187	93,463	29%	
6110 · Network/Communications						
6111 · Telecommunications	70,028	3,939	10,511	59,517	15%	
6112 · Dispatch Services	80,000	20,357	-	80,000	0%	Timing of invoices
6113 · Network/Connectivity	63,075	800	6,842	56,233	11%	
Total 6110 · Communications	213,103	25,096	17,353	195,750	8%	
6120 · Housekeeping	84,480	1,080	12,537	71,943	15%	Timing of budgeted purchases
6130 · Insurance						
6131 · General Insurance	276,247	-	141,754	134,493	51%	Prepaid insurance premium through Sep-23
Total 6130 · Insurance	276,247	-	141,754	134,493	51%	

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending September 30, 2023



	Final Budget FY23/24	Actual September 2023	Actual YTD September 30, 2023	Variance YTD Actual to Full Year Budget	(Target 25%) YTD Actual % of Full Year Budget	Notes/Comments
<b>6140 · Maintenance of Equipment</b>						
6141 · Tires	48,000	-	65	47,935	0%	
6142 · Parts & Supplies	110,000	6,356	16,453	93,547	15%	
6143 · Outside Work	20,000	8,077	15,358	4,642	77%	Transfer of electronics to new E387
6144 · Equipment Maintenance	65,064	914	2,901	62,163	4%	
6145 · Radio Maintenance	48,425	253	12,222	36,204	25%	
<b>Total 6140 · Maintenance of Equipment</b>	<b>291,489</b>	<b>15,600</b>	<b>46,999</b>	<b>244,491</b>	<b>16%</b>	Timing of maintenance
<b>6150 · Facilities Maintenance</b>	<b>288,944</b>	<b>5,776</b>	<b>25,813</b>	<b>263,131</b>	<b>9%</b>	
<b>6160 · Medical Supplies</b>						
6161 · Medical Supplies	60,000	6,334	13,316	46,684	22%	
<b>Total 6160 · Medical Supplies</b>	<b>60,000</b>	<b>6,334</b>	<b>13,316</b>	<b>46,684</b>	<b>22%</b>	
<b>6170 · Dues and Subscriptions</b>	<b>21,089</b>	<b>1,620</b>	<b>12,641</b>	<b>8,448</b>	<b>60%</b>	Pre-paid several annual dues/subscriptions
<b>6180 · Miscellaneous</b>						
6017 · Intern/Volunteer Stipends	3,000	715	715	2,285	24%	
6018 · Director Pay	13,000	2,500	3,100	9,900	24%	
6181 · Miscellaneous	14,500	-	293	14,207	2%	
6182 · Honor Guard	2,093	-	-	2,093	0%	
6183 · Explorer Program	3,375	-	-	3,375	0%	
6184 · Pipes and Drums	3,000	-	-	3,000	0%	
<b>Total 6180 · Miscellaneous</b>	<b>38,968</b>	<b>3,215</b>	<b>4,108</b>	<b>34,860</b>	<b>11%</b>	Timing of budgeted purchases
<b>6190 · Office Supplies</b>	<b>45,580</b>	<b>1,924</b>	<b>7,349</b>	<b>38,231</b>	<b>16%</b>	Timing of budgeted purchases
<b>6200 · Professional Services</b>						
6201 · Audit	16,900	-	-	16,900	0%	Timing of audit
6202.1 · Legal Fees	174,400	36,617	48,372	126,028	28%	
6202.2 · Human Resources	78,900	4,984	8,849	70,051	11%	
6203 · Notices	1,200	-	-	1,200	0%	
6204 · Other Professional Services	191,938	22,910	64,246	127,692	33%	
6205 · Elections/Tax Administration	-	-	-	-	0%	
6206 · Public Relations	19,250	4,051	5,988	13,262	31%	
<b>Total 6200 · Professional Services</b>	<b>482,588</b>	<b>68,562</b>	<b>127,454</b>	<b>355,133</b>	<b>26%</b>	

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
For the Period Ending September 30, 2023



					(Target 25%)	
	Final Budget FY23/24	Actual September 2023	Actual YTD September 30, 2023	Variance YTD Actual to Full Year Budget	YTD Actual % of Full Year Budget	Notes/Comments
<b>6210 · Information Technology</b>						
6211 · Software Licenses/Subscriptions	232,811	7,030	95,397	137,414	41%	Pre-paid several annual software subscriptions
6212 · IT Support/Implementation	195,395	18,899	38,134	157,260	20%	
6213 · IT Equipment	81,850	-	7,645	74,205	9%	Timing of budgeted purchases
<b>Total 6210 · Information Technology</b>	<b>510,056</b>	<b>25,930</b>	<b>141,177</b>	<b>368,879</b>	<b>28%</b>	
<b>6220 · Rents and Leases</b>						
6221 · Facilities/Equipment Lease	63,316	5,641	20,959	42,357	33%	Pre-paid Oct-23 EDC lease in Sep-23
6222 · Solar Lease	-	-	-	-	0%	
<b>Total 6220 · Rents and Leases</b>	<b>63,316</b>	<b>5,641</b>	<b>20,959</b>	<b>42,357</b>	<b>33%</b>	
<b>6230 · Small Tools and Supplies</b>	<b>89,695</b>	<b>6,661</b>	<b>25,187</b>	<b>64,508</b>	<b>28%</b>	
<b>6240 · Special Expenses</b>						
6241 · Non-Hosted Training	232,713	5,602	25,404	207,309	11%	
6241.1 · EDC Hosted Training	196,000	10,800	41,127	154,873	21%	
6242 · Fire Prevention	152,170	500	59,753	92,417	39%	
6244 · Director Training & Travel	10,000	-	10	9,990	0%	
<b>Total 6240 · Special Expenses</b>	<b>590,883</b>	<b>16,902</b>	<b>126,294</b>	<b>464,589</b>	<b>21%</b>	
<b>6250 · Transportation and Travel</b>						
6251 · Fuel and Oil	150,000	8,250	33,231	116,769	22%	
6252 · Travel	42,000	604	10,157	31,843	24%	
6253 · Meals & Refreshments	35,000	335	6,218	28,782	18%	
<b>Total 6250 · Transportation and Travel</b>	<b>227,000</b>	<b>9,189</b>	<b>49,606</b>	<b>177,394</b>	<b>22%</b>	
<b>6260 · Utilities</b>						
6261 · Electricity	70,000	3,871	3,331	66,669	5%	
6262 · Natural Gas/Propane	58,000	317	1,207	56,793	2%	
6263 · Water/Sewer	30,000	-	4,656	25,344	16%	
<b>Total 6260 · Utilities</b>	<b>158,000</b>	<b>4,188</b>	<b>9,194</b>	<b>148,806</b>	<b>6%</b>	Timing of invoices. Accrual reversal entry posted in July
<b>Total Operating Expenditures</b>	<b>\$ 26,331,485</b>	<b>\$ 1,846,030</b>	<b>\$ 7,365,331</b>	<b>\$ 18,966,154</b>	<b>28%</b>	
<b>Operating Revenue - Operating Expenditures</b>	<b>\$ 2,492,984</b>	<b>\$ (795,944)</b>	<b>\$ (5,879,653)</b>	<b>\$ 8,372,637</b>		
6570 · OPEB UAL Lump Sum Payment	451,865	-	-	451,865	0%	
6720 · Capital Outlay	1,829,961	179,859	153,437	1,676,524	8%	Timing of invoices. Accrual reversal entry posted in July
<b>Total Expenditures</b>	<b>\$ 28,613,311</b>	<b>\$ 2,025,890</b>	<b>\$ 7,518,768</b>	<b>\$ 21,094,543</b>	<b>26%</b>	
<b>Total Revenue - Total Expenditures</b>	<b>\$ 1,311,158</b>	<b>\$ (892,590)</b>	<b>\$ (5,801,489)</b>	<b>\$ (7,112,647)</b>		

**El Dorado Hills Fire Department**  
**Revenue and Expense Summary - ALL FUNDS**  
 For the Period Ending September 30, 2023



	Final Budget FY23/24	Actual September 2023	Actual YTD September 30, 2023	Variance YTD Actual to Full Year Budget	(Target 25%) YTD Actual % of Full Year Budget	Notes/Comments
<b><u>FUND TRANSFERS</u></b>						
Transfers to Development Fee Fund	\$ (1,100,000)					
Transfers from Development Fee Fund		936,875				
Transfers to Pension Reserve Fund		(500,000)				
Transfer to/from Unassigned Fund		409,391				
Transfers from Capital Replacement Fund		893,086				
Transfers to Capital Replacement Fund		(1,950,510)				
<b>Net Change in Unassigned/Non-Spendable Fund Balance</b>	<b>\$ (0)</b>					

El Dorado Hills Fire Department

10/12/2023 2:32 PM

Register: 1000 · Bank of America  
 From 09/01/2023 through 09/30/2023  
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/01/2023		Transfer from LAIF	1074 · Local Agency I...	Confirm #1698...		X	900,000.00	902,711.73
09/01/2023	EFT	Sterling Administrati...	-split-		1,893.00	X		900,818.73
09/01/2023	EFT	El Dorado Disposal ...	-split-		1,031.83	X		899,786.90
09/01/2023	EFT	ADP HCM	6204 · Other Professio...	Workforce No...	344.45	X		899,442.45
09/01/2023	EFT	De Lage Landen Fina...	-split-	Account # 159...	175.03	X		899,267.42
09/01/2023	EFT	VSP Vision Care	-split-	September-23	926.32	X		898,341.10
09/02/2023	EFT	Sterling Administrati...	-split-		395.00	X		897,946.10
09/05/2023	EFT	Sterling Administrati...	-split-		238.31	X		897,707.79
09/05/2023	EFT	P. G. & E.	-split-		55.13	X		897,652.66
09/06/2023	EFT	Sterling Administrati...	-split-		368.00	X		897,284.66
09/07/2023	EFT	P.E.R.S. ING	-split-	PR23-9-1	2,436.23	X		894,848.43
09/07/2023	EFT	Sterling Administrati...	-split-		175.00	X		894,673.43
09/07/2023	EFT	Sterling Administrati...	-split-		268.69	X		894,404.74
09/07/2023	EFT	P. G. & E.	-split-		522.91	X		893,881.83
09/07/2023	26599	A-CHECK	6202.2 · Human Resou...	Inv # 59-07138...	12.50	X		893,869.33
09/07/2023	26600	Advanced IPM	-split-		203.00			893,666.33
09/07/2023	26601	Aramark	6120 · Housekeeping	Acct. # 175878...	43.76	X		893,622.57
09/07/2023	26602	AT&T	6111 · Telecommunica...	July-23	42.46	X		893,580.11
09/07/2023	26603	Datacate, Inc.	-split-	Invoice # 2047...	9,369.00	X		884,211.11
09/07/2023	26604	Dustin Hall	2029 · Other Payable		19,069.48	X		865,141.63
09/07/2023	26605	EDC Air Quality Ma...	6144 · Equipment Mai...		833.24	X		864,308.39
09/07/2023	26606	Fit Guard	-split-		390.00	X		863,918.39
09/07/2023	26607	Harris Watson	-split-		715.00	X		863,203.39
09/07/2023	26608	InterState Oil Compa...	-split-		3,955.49	X		859,247.90
09/07/2023	26609	Lawson Mechanical ...	-split-		4,583.50	X		854,664.40
09/07/2023	26610	Mark Romer	6241.1 · EDC Hosted ...		4,620.00	X		850,044.40
09/07/2023	26611	Mountain Democrat	6206 · Public Relations		91.00	X		849,953.40
09/07/2023	26612	SAFF Behavioral He...	6170 · Dues and Subsc...		1,200.00			848,753.40
09/07/2023	26613	Scott's PPE Recon, I...	6102 · Other Clothing ...	Invoice # 38511	803.31	X		847,950.09
09/07/2023	26614	Square Peg Design	6720 · Capital Outlay		896.00	X		847,054.09
09/07/2023	26615	Chase Bank	2029 · Other Payable	Aug-23	325.00	X		846,729.09
09/07/2023	26616	Wells Fargo Bank	2026 · EDH Associate...	August-23	5,630.30	X		841,098.79
09/07/2023	26617	Bobbi Bennett	-split-	August-23	600.00	X		840,498.79
09/07/2023	26618	Greg F. Durante (Dir...	-split-	August-23	400.00			840,098.79
09/07/2023	26619	Charles J. Hartley	-split-	August-23	300.00			839,798.79
09/07/2023	26620	John Giraudo	-split-	August-23	600.00	X		839,198.79
09/07/2023	26621	Timothy J. White	-split-	August-23	600.00	X		838,598.79
09/07/2023	26622	DG Granade	6720 · Capital Outlay	Application # 17	138,100.84	X		700,497.95
09/07/2023	PR23-9-1		-split-	Total Payroll T...	158,842.60	X		541,655.35
09/07/2023	PR23-9-1		1000 · Bank of Americ...	Direct Deposit	454,786.63	X		86,868.72

El Dorado Hills Fire Department

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/07/2023	PR23-9-1		1000 · Bank of Americ...	Payroll Checks		X		86,868.72
09/08/2023	EFT	Nationwide Retireme...	-split-	PR23-9-1	23,433.29	X		63,435.43
09/08/2023	EFT	P.E.R.S. Retirement	-split-	PR23-9-1	142,007.66	X		-78,572.23
09/08/2023	EFT	ADP	6204 · Other Professio...	Payroll Process...	879.96	X		-79,452.19
09/09/2023	EFT	Sterling Administrati...	-split-		354.28	X		-79,806.47
09/10/2023	EFT	Sterling Administrati...	6204 · Other Professio...	August-23	390.00	X		-80,196.47
09/11/2023		Transfer from LAIF	1074 · Local Agency I...	Confirm #1698...		X	300,000.00	219,803.53
09/11/2023	EFT	P. G. & E.	-split-		210.48	X		219,593.05
09/12/2023		Deposit	-split-	Deposit		X	119,736.89	339,329.94
09/12/2023	EFT	Sterling Administrati...	-split-		1,161.10	X		338,168.84
09/12/2023	EFT	Sterling Administrati...	-split-		210.23	X		337,958.61
09/12/2023	EFT	De Lage Landen Fina...	-split-		150.02	X		337,808.59
09/13/2023	EFT	Sterling Administrati...	-split-		1,101.55	X		336,707.04
09/13/2023	EFT	Verizon Wireless	-split-	August-23	3,554.78	X		333,152.26
09/13/2023	26623	ACC Business	-split-		751.32	X		332,400.94
09/13/2023	26624	Aramark	6120 · Housekeeping	Acct. # 175878...	43.76	X		332,357.18
09/13/2023	26625	Cal Fire	6241.1 · EDC Hosted ...		1,680.00	X		330,677.18
09/13/2023	26626	Caltronics Business ...	-split-		673.19	X		330,003.99
09/13/2023	26627	Colantuono, Highsmi...	6202.1 · Legal Fees	Invoice# 57470	35.00	X		329,968.99
09/13/2023	26628	David Taussig and A...	6204 · Other Professio...	Invoice # 2307...	2,083.43	X		327,885.56
09/13/2023	26629	El Dorado County E...	-split-	Invoice # EDC...	22,114.91			305,770.65
09/13/2023	26630	El Dorado County E...	-split-		341.00	X		305,429.65
09/13/2023	26631	El Dorado Disposal ...	-split-		351.27	X		305,078.38
09/13/2023	26632	Emigh Ace of El Dor...	-split-		792.68	X		304,285.70
09/13/2023	26633	Green Valley Road S...	6221 · Facilities/Equip...	VOID:		X		304,285.70
09/13/2023	26634	Goldkey Marine/Boa...	-split-		2,550.00			301,735.70
09/13/2023	26635	Hefner, Stark & Mar...	-split-		22,148.00	X		279,587.70
09/13/2023	26636	InterState Oil Compa...	-split-		4,294.09	X		275,293.61
09/13/2023	26637	Klein Equipment Ser...	6142 · Parts & Supplies		94.87	X		275,198.74
09/13/2023	26638	JTC Technologies LLC	-split-		7,113.60			268,085.14
09/13/2023	26639	L.N. Curtis & Sons	-split-		3,359.27	X		264,725.87
09/13/2023	26640	Larry R. Fry	-split-		461.60	X		264,264.27
09/13/2023	26641	Liebert Cassidy Whit...	-split-		14,433.63	X		249,830.64
09/13/2023	26642	Mike Logan	-split-		798.00	X		249,032.64
09/13/2023	26643	Motorola Solutions Inc	6720 · Capital Outlay	Customer Acct....	17,246.39	X		231,786.25
09/13/2023	26644	Nick Sharples Produ...	-split-	Invoice # 1872	4,208.30			227,577.95
09/13/2023	26645	PBK-WLC Architects	6720 · Capital Outlay		16,713.00	X		210,864.95
09/13/2023	26646	Public Safety Innovat...	-split-	Invoice # 1386/...	14,690.98	X		196,173.97
09/13/2023	26647	Quadient Finance US...	-split-	Account # 790...	300.00			195,873.97
09/13/2023	26648	Rotary	-split-	July and Augus...	420.00			195,453.97

El Dorado Hills Fire Department

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/13/2023	26649	Zoll Medical Corpor...	6161 · General Medica...		2,654.78	X		192,799.19
09/14/2023	EFT	Sterling Administrati...	-split-		120.00	X		192,679.19
09/14/2023	EFT	Sterling Administrati...	-split-		15.00	X		192,664.19
09/15/2023		Transfer from County	-split-	Deposit		X	833,397.20	1,026,061.39
09/15/2023			6204 · Other Professio...	Service Charge	619.93	X		1,025,441.46
09/15/2023	EFT	P. G. & E.	-split-		861.91	X		1,024,579.55
09/15/2023	EFT	De Lage Landen Fina...	-split-	Account # 152...	301.30	X		1,024,278.25
09/15/2023	EFT	Sterling Administrati...	-split-		3,698.00	X		1,020,580.25
09/16/2023	EFT	Sterling Administrati...	-split-		424.00	X		1,020,156.25
09/18/2023	EFT	Sterling Administrati...	-split-		260.14	X		1,019,896.11
09/18/2023	EFT	P. G. & E.	-split-		517.47	X		1,019,378.64
09/19/2023		Transfer from LAIF	1074 · Local Agency I...	Confirm #1699...		X	1,050,000.00	2,069,378.64
09/19/2023		Transfer from Paypal	1010 · Paypal	Transfer from ...		X	83,807.13	2,153,185.77
09/19/2023	EFT	Sterling Administrati...	-split-		461.52	X		2,152,724.25
09/19/2023	EFT	Sterling Administrati...	-split-		444.50	X		2,152,279.75
09/19/2023	EFT	Sterling Administrati...	-split-		1,400.00	X		2,150,879.75
09/20/2023	EFT	U.S. Bank Telepay	2010 · Accounts Payable	Reference # 13...	41,953.54	X		2,108,926.21
09/20/2023	EFT	P.E.R.S. Health	-split-	October 2023	232,976.51	X		1,875,949.70
09/20/2023	EFT	Sterling Administrati...	-split-		60.00	X		1,875,889.70
09/21/2023	EFT	P.E.R.S. Retirement	-split-	PR23-9-2	137,036.67	X		1,738,853.03
09/21/2023	EFT	P.E.R.S. ING	-split-	PR23-9-2	2,436.23	X		1,736,416.80
09/21/2023	EFT	Nationwide Retireme...	-split-	PR23-9-2	23,233.29	X		1,713,183.51
09/21/2023	EFT	Sterling Administrati...	-split-		15.00	X		1,713,168.51
09/21/2023	EFT	Sterling Administrati...	-split-		820.40	X		1,712,348.11
09/21/2023	EFT	Verizon Wireless	-split-	Sept-23	421.58	X		1,711,926.53
09/21/2023	26650	Aramark	6120 · Housekeeping	Acct. # 175878...	43.76	X		1,711,882.77
09/21/2023	26651	ARI Investigations Inc.	6202.2 · Human Resou...		3,995.46			1,707,887.31
09/21/2023	26652	Caltronics Business ...	-split-		346.92	X		1,707,540.39
09/21/2023	26653	The Home Depot Pro	-split-		833.38	X		1,706,707.01
09/21/2023	26654	Howard Cooke	-split-	Invoice # 308-...	4,500.00			1,702,207.01
09/21/2023	26655	Jorgensen Company	6144 · Equipment Mai...	Invoice # 6080...	80.56	X		1,702,126.45
09/21/2023	26656	4640 Golden Foothill...	-split-	Invoice # 21391	6,127.92	X		1,695,998.53
09/21/2023	26657	Black Butte Towing	6143 · Outside Work		600.00			1,695,398.53
09/21/2023	26658	David Roberts	-split-		1,615.30			1,693,783.23
09/21/2023	26659	FireCom	6145 · Radio Maintena...		252.80	X		1,693,530.43
09/21/2023	26660	Fit Guard	6150 · Facilities Maint...		130.00	X		1,693,400.43
09/21/2023	26661	Genuine Parts Comp...	-split-		1,148.46	X		1,692,251.97
09/21/2023	26662	Golden State EmERGE...	6232 · Apparatus Tool...		293.50	X		1,691,958.47
09/21/2023	26663	Grafix Systems	6720 · Capital Outlay		2,402.03	X		1,689,556.44
09/21/2023	26664	Lehr Auto Electric, Inc	-split-		9,665.64	X		1,679,890.80

El Dorado Hills Fire Department

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
09/21/2023	26665	Liberty Bell Smart H...	-split-	Invoice # 668193	74.99	X		1,679,815.81
09/21/2023	26666	Life Assist	-split-		5,140.46	X		1,674,675.35
09/21/2023	26667	L.N. Curtis & Sons	-split-		2,165.53	X		1,672,509.82
09/21/2023	26668	Metropolitan Life Ins...	6031 · Life Insurance	Customer Num...	478.80			1,672,031.02
09/21/2023	26669	Mountain Democrat	-split-		251.80	X		1,671,779.22
09/21/2023	26670	Fred Pryor & Career...	6241 · Non-Hosted Tra...		3,600.00			1,668,179.22
09/21/2023	26671	Preferred Alliance, Inc.	6202.2 · Human Resou...	Invoice # 0189...	42.00	X		1,668,137.22
09/21/2023	26672	R&S Overhead Door...	6150 · Facilities Maint...		356.25			1,667,780.97
09/21/2023	26673	Kaiser Foundation H...	-split-		934.00	X		1,666,846.97
09/21/2023	26674	Brian K Veerkamp	6034 · Health Cost of ...		329.70			1,666,517.27
09/21/2023	PR23-9-2		-split-	Total Payroll T...	114,470.58	X		1,552,046.69
09/21/2023	PR23-9-2		1000 · Bank of Americ...	Direct Deposit	346,174.12	X		1,205,872.57
09/21/2023	PR23-9-2		1000 · Bank of Americ...	Payroll Checks		X		1,205,872.57
09/22/2023	EFT	Sterling Administrati...	-split-		145.25	X		1,205,727.32
09/22/2023	EFT	P. G. & E.	-split-		930.90	X		1,204,796.42
09/23/2023	EFT	Sterling Administrati...	-split-		727.58	X		1,204,068.84
09/24/2023	EFT	Sterling Administrati...	-split-		2.19	X		1,204,066.65
09/25/2023	EFT	Sterling Administrati...	-split-		272.42	X		1,203,794.23
09/25/2023	EFT	Allied Administrator...	-split-	October 2023	6,395.64	X		1,197,398.59
09/27/2023	EFT	Sterling Administrati...	-split-		423.00	X		1,196,975.59
09/27/2023	26675	Green Valley Road S...	-split-	Invoice # 44511	758.00	X		1,196,217.59
09/29/2023		Deposit	3513 · Rental Income (...)	Deposit		X	2,100.00	1,198,317.59
09/29/2023	EFT	Sterling Administrati...	-split-		125.00			1,198,192.59
09/29/2023	EFT	Sterling Administrati...	-split-		404.98	X		1,197,787.61
09/30/2023			6120 · Housekeeping	VOID Check #...		X	1,677.07	1,199,464.68
09/30/2023	EFT	Sterling Administrati...	-split-		15.00			1,199,449.68



## Megan Selling

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**From:** Chris  
**Sent:** Monday, October 2, 2023 4:15 PM  
**To:** Clerk of the Board  
**Subject:** Comments for board meeting Tuesday Oct 3rd

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi,

Hope you are doing well. I wanted to submit the below comments for Tuesday's board meeting and hopefully have a couple minutes to speak via the zoom call.

I've been building a house in El Dorado Hills as an owner / builder for the last year and am trying to wrap this project up. My experience with the individual people at the fire dept has been mostly positive and I certainly respect everyone who works at the fire dept.

I haven't been perfect in my building project and by that I mean I had to go through a few reinspections and plan revisions when installing the sprinkler system. My concern is the process - one too many turns in a pipe, or some slight deviation from the plans requires me to resubmit sprinkler plans, wait two weeks for those to be approved, pay the fee, then request a reinspection, wait two weeks for that to go through, pay another fee, and then hopefully pass. In the case of my fire sprinkler system, we failed twice and it cost me 2 months of losses and lost construction time. I will take all the blame for the failures as the owner builder, but the time to get things moving again far exceeds the county's reinspection time of just a few day...plus they will give you at least one reinspection for each trade and will only start assessing fees if you have to inspect multiple times for the same issue.

My last failure was on Oct 2nd (Monday) for the underground water line which Casey Randsell was the inspector for. She did a great job and even waited about 20 minutes for my plumber who was running late (he was 10 mins behind and it took him 10 mins to pressurize the pipe). The problem is that from all documentation, the water main needed to be hooked up to the EID meter but the meter shit off and the pipe not connected to the house yet - this was all compliant in our case.

When we pressurized the system, there were no visible leaks from the pipe although we did have a pressure drop so Casey failed us. That's fine, but it turns out that after calling EID and getting on the phone with their engineer, that the customer shutoff valve (red turn knob) doesn't have a back pressure PSI rating on it although the knob further down the line (which is controlled by EID) does. Since there were no visible leaks in the pipe whatsoever, it can only be reasonable that we were actually likely sending water back through the EID water main which is actually a safety hazard.

We actually re-pressurized the system after the inspection and it seemed to finally stabilize at about 160 PSI - again no visible pipe leaks and any loss still likely due to the hand crank knob at the meter itself.

I sent Casey two photos at about 2pm and 230pm showing pressure at about 162 and 160 respectively....so a very minor drop over a 30 min window but again pressurized well above the required 150 psi and no visible pipe leaks. She still would not pass it, and at this point I need to call the plumber back out, cut the pipe off the main line and retest just the pipe itself and pay additional inspection fees. Due to wait times, I'm expecting this to back up my project again for another 2-3 weeks.

The problem is that when I called EID, they didn't know the fire dept was testing the water main piping while connected to the main and they said 150 psi could break the meter or worse send contaminated water back into the main as a health hazard. It should be stated in the fire dept guidelines that this test should have the water main "unconnected" but I don't believe that's in the documentation anywhere.

But worse is the general process of being so by the book and not accounting for changes in the field that can be unforeseen (like a meter with two shutoff valves and a space in between that might cause some PSI runoff) and just failing people, making them pay reinspection fees and making them wait weeks for another inspection only to potentially fail again and have to worse case resubmit plans and wait for another inspection.

The requirements now are already so stringent - I literally have fire sprinkler heads in my 20 sq ft pantry, 15 sq ft linen closet, etc and it's already so difficult to build anything out here in California - this just makes it even more discouraging and in my opinion diminishes the fire dept's reputation in the eyes of new residents because it's not just about fire protection - it's essentially a by the book rule keeping exercise that you rack up costs for if you are not completely compliant and you have no way to question anything - it's a do what I say approach.

I would like a few minutes during the board meeting to go over my experience with the building process with respect to the fire dept. Again the contractor I used for the sprinkler did have some issues which I did work with him to correct and become compliant. It's the timeframes I want to touch in and esp this water line pressure test where there is no accounting for a slight meter backflow pressure loss.

Thanks

Chris Cagle

Sent from my iPhone

# Re: Comments for board meeting Tuesday Oct 3rd

Monday, October 16, 2023  
9:30 AM

Subject	<b>Re: Comments for board meeting Tuesday Oct 3rd</b>
From	<a href="#">Chris Cagle</a>
To	Clerk of the Board
Sent	Monday, October 2, 2023 4:22 PM

I also wanted to provide some time stamped photos to support my initial email.

Also please excuse any typos I wrote all this on my phone.

Below you will find two time stamped photos, 30 mins apart, showing a pressure loss of maybe 2 psi over 30 mins with no visible pipe leaks. Note we went above the required psi to about 160 psi.

Also below is a photo of el dorado irrigation districts water meter, showing the red customer side shutoff to the right, and the gold EID shutoff to the left. Per their engineer, the red valve is not rated at 150 psi (it's hand tightened) and this is on the customer side. The EID valve is rated to 150 psi, but that's the max and they do not recommend putting that much back pressure on their valve even for this type of testing.

Really I'm requesting a pass on this so I can move forward with the house and my wife and I can move in.

3:14

5Gw

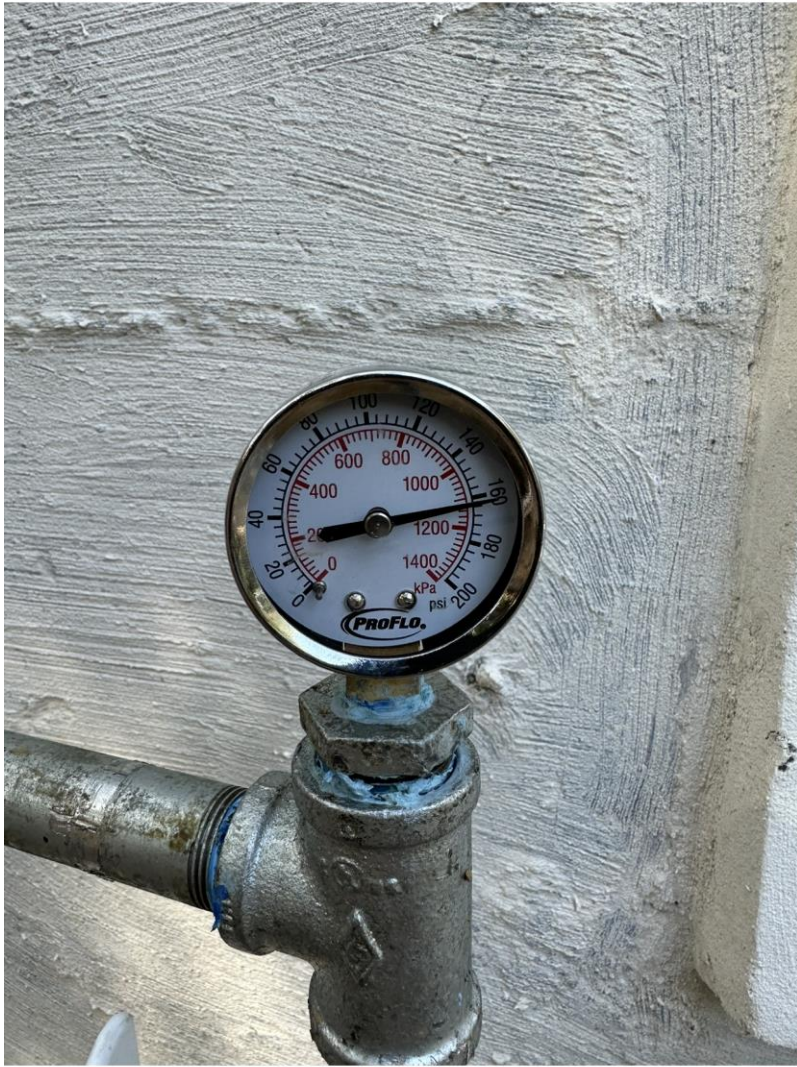


Today  
2:32 PM

Edit



LIVE



3:13

5G

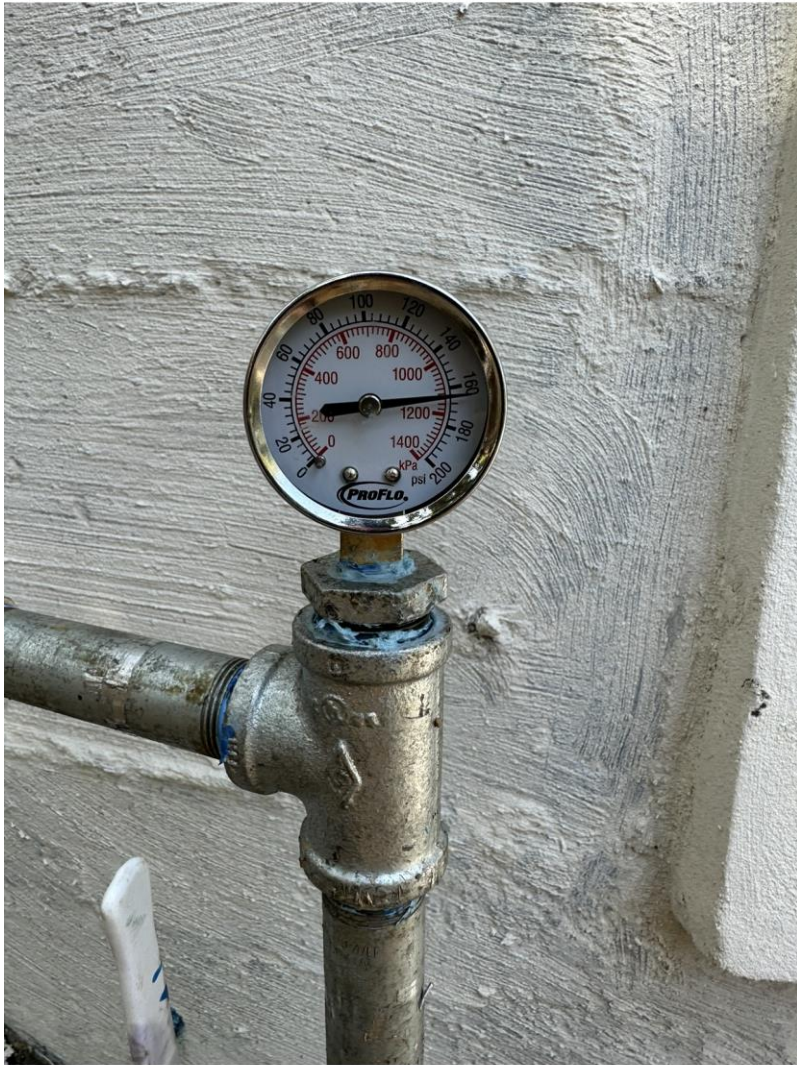


Today  
2:02 PM

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LIVE







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



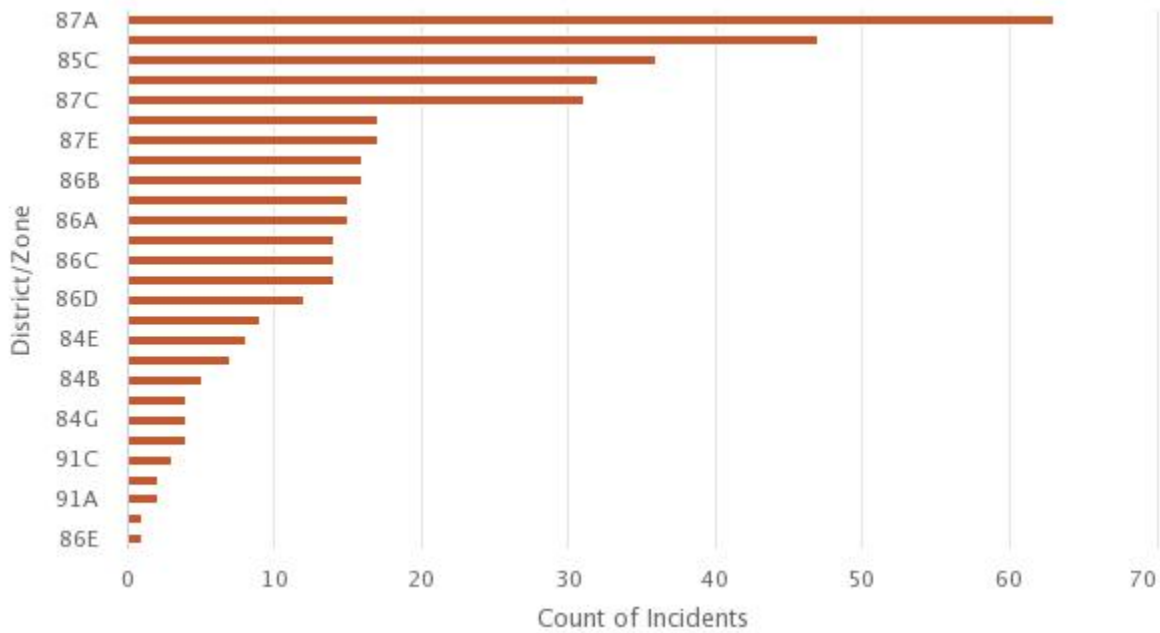
**MONTHLY OPERATIONS REPORT**  
**SEPTEMBER 2023**

\*All times are collected using a combination of Image Trend and Crystal Reports. The times are provided with the best accuracy possible.



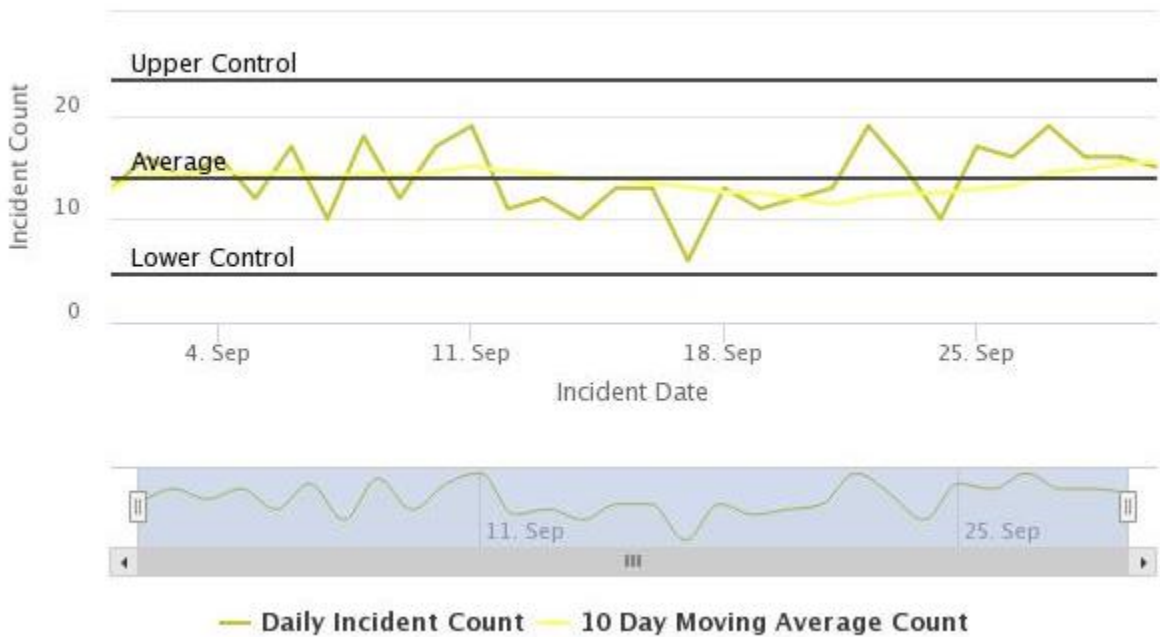
# Incidents by District/Zone

Sep 01, 2023 to Sep 30, 2023

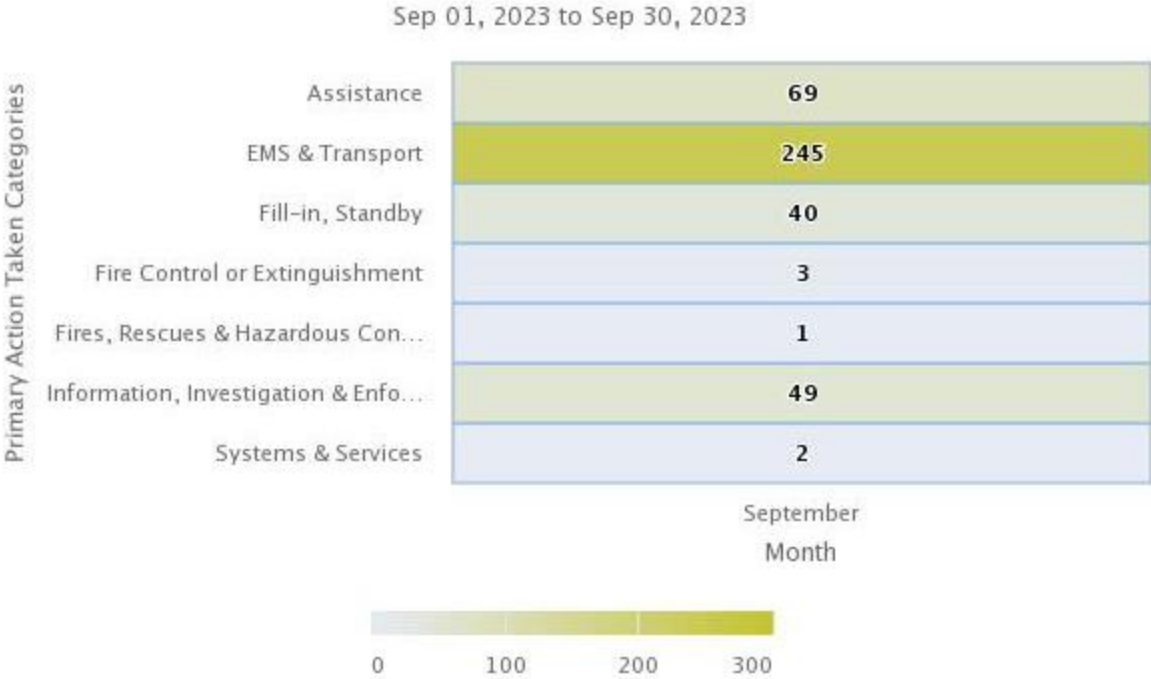


# Fire Call Volume by Day

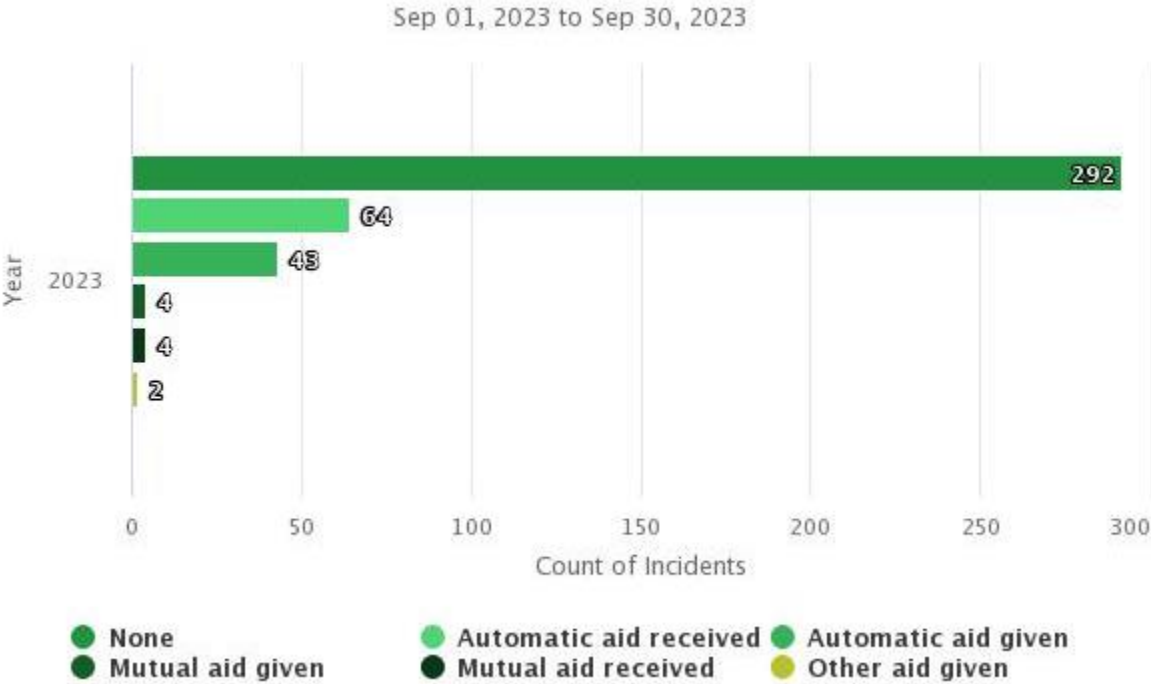
Sep 01, 2023 to Sep 30, 2023



# Primary Action Taken-Categories

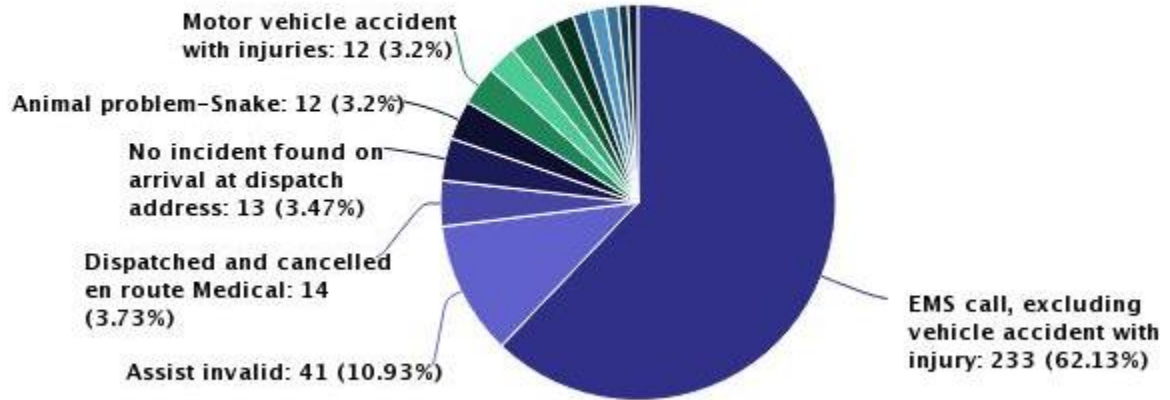


# Aid Given/Received



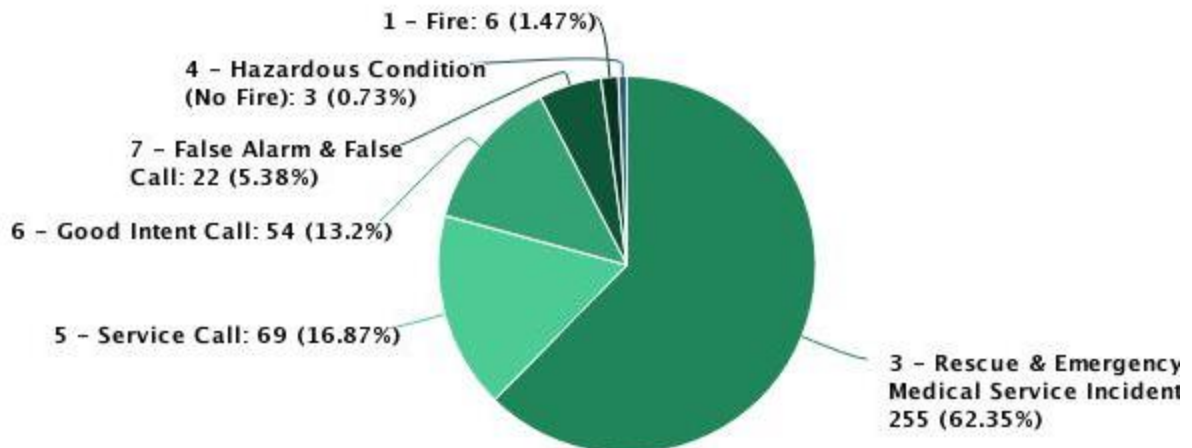
# Response/Incident Types & Categories

Sep 01, 2023 to Sep 30, 2023



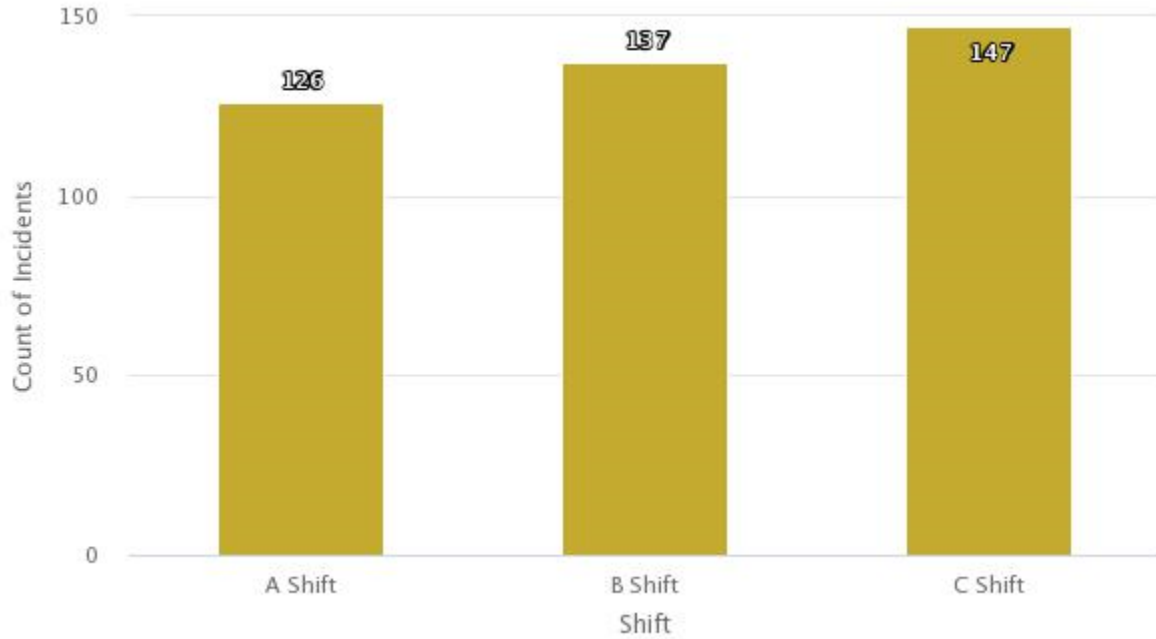
## Incident Type Categories

Sep 01, 2023 to Sep 30, 2023



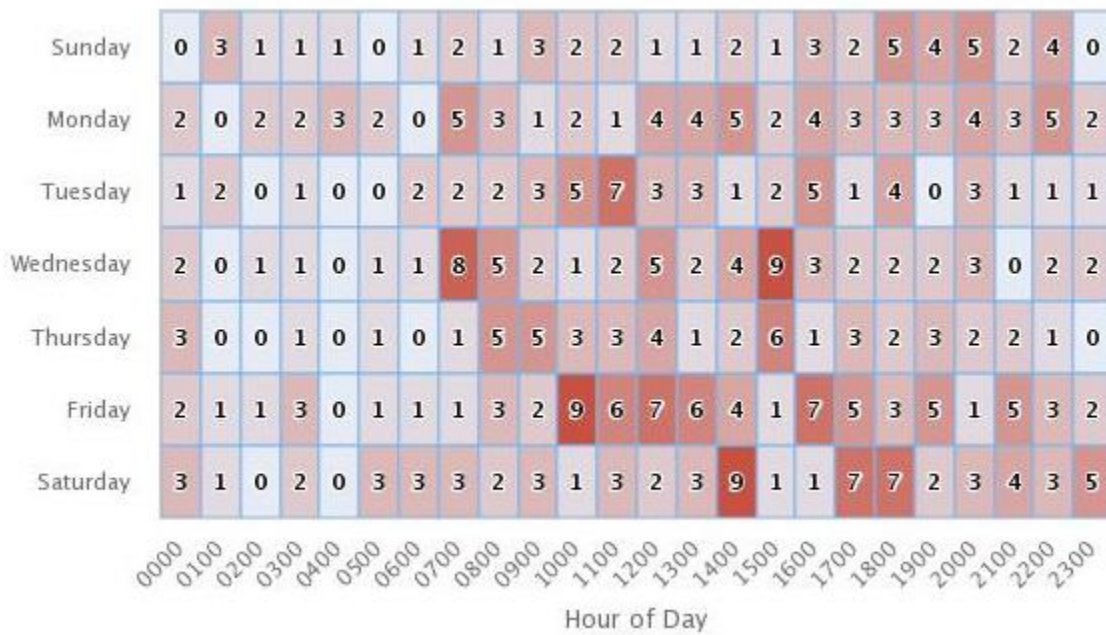
# Incident Response by Shift

Sep 01, 2023 to Sep 30, 2023



# Incidents by Hour of the Day

Sep 01, 2023 to Sep 30, 2023



*Emergency Response Summary – Medic Units Response Time –  
El Dorado – August 2023*

URBAN RESPONSE,

11-minutes, 90% of time

Response Time Between 00:00:00 - 00:00:59	2.81%
Response Time Between 00:01:00 - 00:01:59	5.26%
Response Time Between 00:02:00 - 00:02:59	9.12%
Response Time Between 00:03:00 - 00:03:59	18.60%
Response Time Between 00:04:00 - 00:04:59	32.62%
Response Time Between 00:05:00 - 00:05:59	35.79%
Response Time Between 00:06:00 - 00:06:59	50.88%
Response Time Between 00:07:00 - 00:07:59	62.46%
Response Time Between 00:08:00 - 00:08:59	72.28%
Response Time Between 00:09:00 - 00:09:59	86.32%
<b>Response Time Between 00:10:00 - 00:10:59</b>	<b>90.88%</b>

**Medic Unit Response Comparison by Month/Year**

MONTH	2023	2022
January	82.43%	91.28%
February	89.68%	90.98%
March	89.33%	95.33%
April	88.49%	93.70%
May	89.44%	92.04%
June	87.10%	91.24%
July	84.25%	86.31%
August	88.53%	91.13%
September	90.88%	87.02%
October		88.26%
November		88.48%
December		86.80%

*The percentages represented does not reflect reconciled percentages from exception reporting*

Response times standards are designed to ensure a quick response to the public’s request for assistance is achieved. The times listed above are raw, in that, they do not reflect “accepted reasoning” for the delay. At the end of each month, exception reports are filed with the County of El Dorado (Local EMS Agency) by the Department for incidents that are outside the established response time parameters. The reports provide the reasoning why the ambulance did not respond in a timely manner. These reports are then reviewed by the Local EMS Agency and either accepted or denied.

Examples of acceptable reasoning are, but not limited to, weather delays, incorrect address, patient left scene, road construction, incident downgraded in severity requiring no lights/siren (Code 3), etc. Once a decision has been made whether a reason is valid or not, the percentage may be adjusted.

# Training

This month company and multi-company fire training focused on commercial hose evolutions, defensive operations, 3" to 1 3/4" bundle evolutions, and remote master streams. EDH Burn Cadre members completed fire control burns in Buildings 1 and 2 at the EDH Fire Training Center. These training burns were conducted so that the instructors could experience the fire behavior within each building. This knowledge will help the cadre of instructors to better demonstrate different behavior components of fire to future students. This training has also helped to better understand various fire flow paths throughout the buildings.



# Battalion Chief Updates

A-Shift – Chief Antonio Moreno

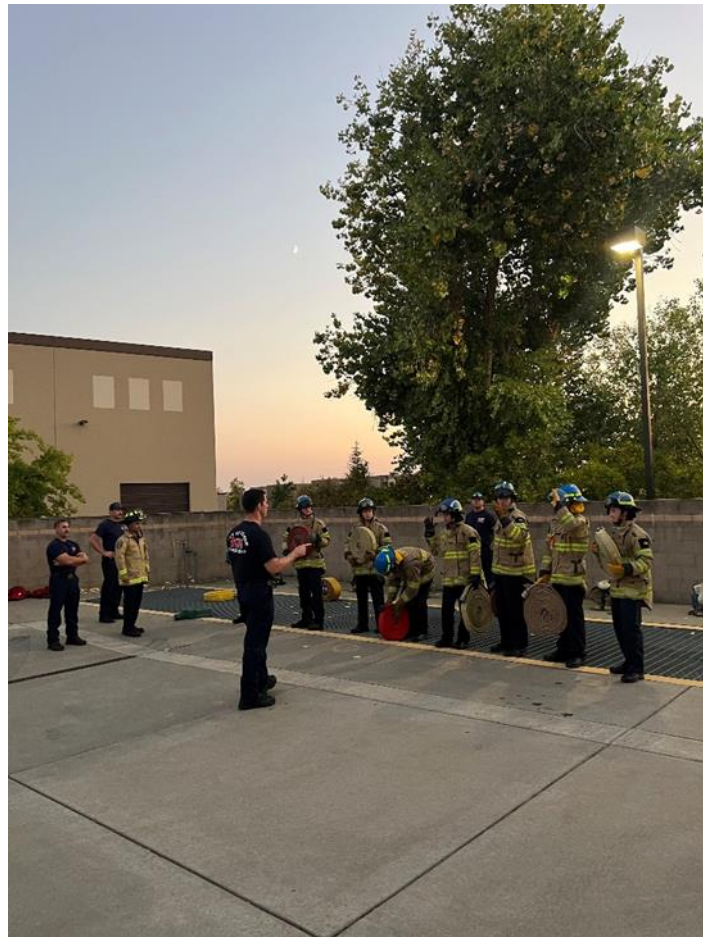
## Training

Multi-company drills at the FTC



## **Explorer Program**

The Explorer program experienced growth in the month of September. El Dorado Hills and Folsom Fire are joining forces to provide a premier environment to future firefighters. Under the leadership of Firefighter/Paramedic Clint Vogan, instructors and participants from both jurisdictions will work together to learn all the necessary skills, knowledge, and gain abilities to have a successful career in the fire service.





## **B-Shift – Chief Dave Brady**

### **Incidents**

Motor vehicle collision – Green Valley Rd., El Dorado Hills



### **Training**

Multi-company evaluations – EDH FTC



## C-Shift – Chief Chris Landry

### Training

Company Training – Vent Enter Search Isolate (VESI), FTC



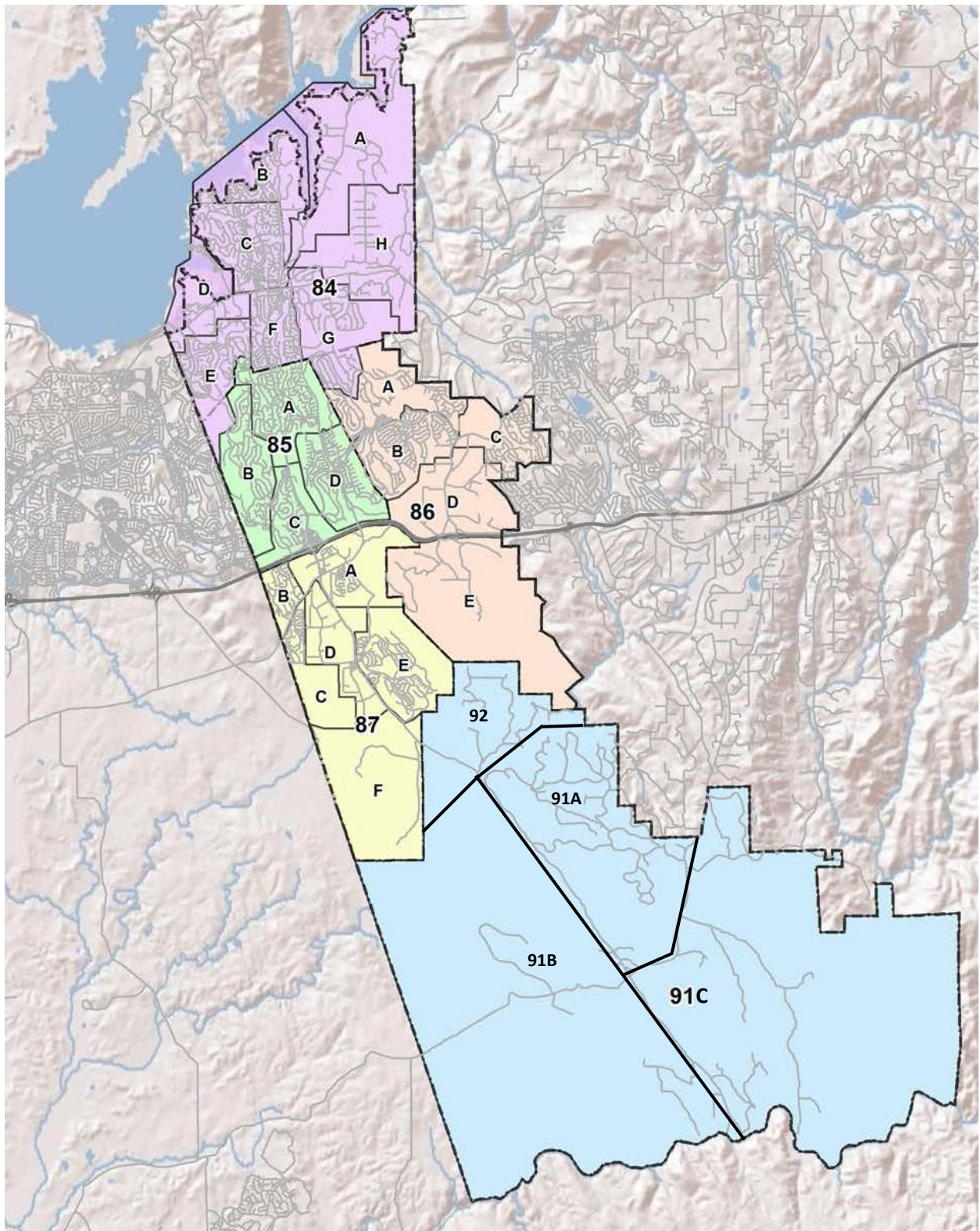
### Multi-company Training



Public Visitation

Fire Station 87 crew demonstrating the engine and equipment





# EL DORADO HILLS FIRE DEPARTMENT

“YOUR SAFETY ... OUR COMMITMENT”



## Community Risk Reduction Division

September 2023 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 continues in the Promontory, Saratoga Estates, Serrano, Carson Creek, Bell Ranch, Ridgeview, and Bass Lake North areas of the District. New project proposals consisting of Creekside Village residential subdivision consisting of 926 single-family dwellings, Latrobe Self Storage at Latrobe Rd. and Suncastr Lane, Rancho Victoria residential subdivision consisting of 8 40-acre residential parcels, Gateway of El Dorado industrial development at Golden Foothill Parkway, Town & Country Village conference and hotel facilities at Bass Lake Road, Montano 330 multi-family dwelling units at White Rock Rd. & Latrobe Rd., Quantam Care Residential Care Facility at Carson Crossing, and Costco at Silva Valley are ongoing. New commercial construction consisting of the Aloft Hotel in Town Center continues to progress.

CRRD has received a total of 96 applications for permit in the month of September 2023. New home construction permit activity was the leading permit submittal type with 55 plan applications received.

## MAJOR ACCOMPLISHMENTS

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

- Completed 196 reviews of plans for permit.
- Completed 126 construction inspections and 155 smoke and carbon monoxide alarm inspections.
- Completed 49 fire and life safety inspections of residential and commercial occupancies.
- Completed 59 defensible space and vegetation complaint inspections on behalf of El Dorado County.
- Conducted 1 defensible space public education event in the Coloma-Lotus County Enforcement Area (CEA) and 1 defensible space public education event in the Southpoint Community.
- Trained and assisted in 2 car seat installations.

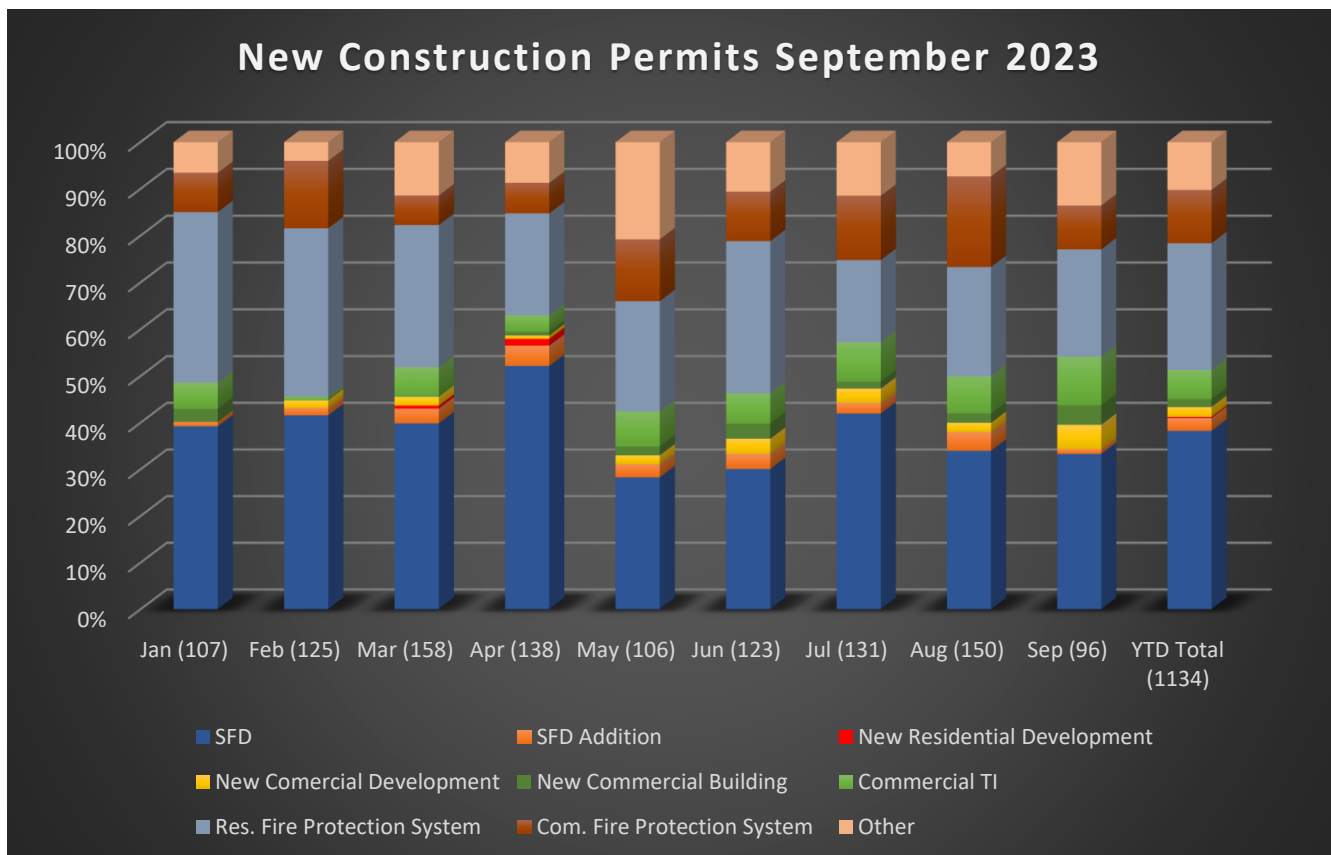


Table 1: New Construction Permits by Month Report

# Fire & Life Safety Inspections September 2023

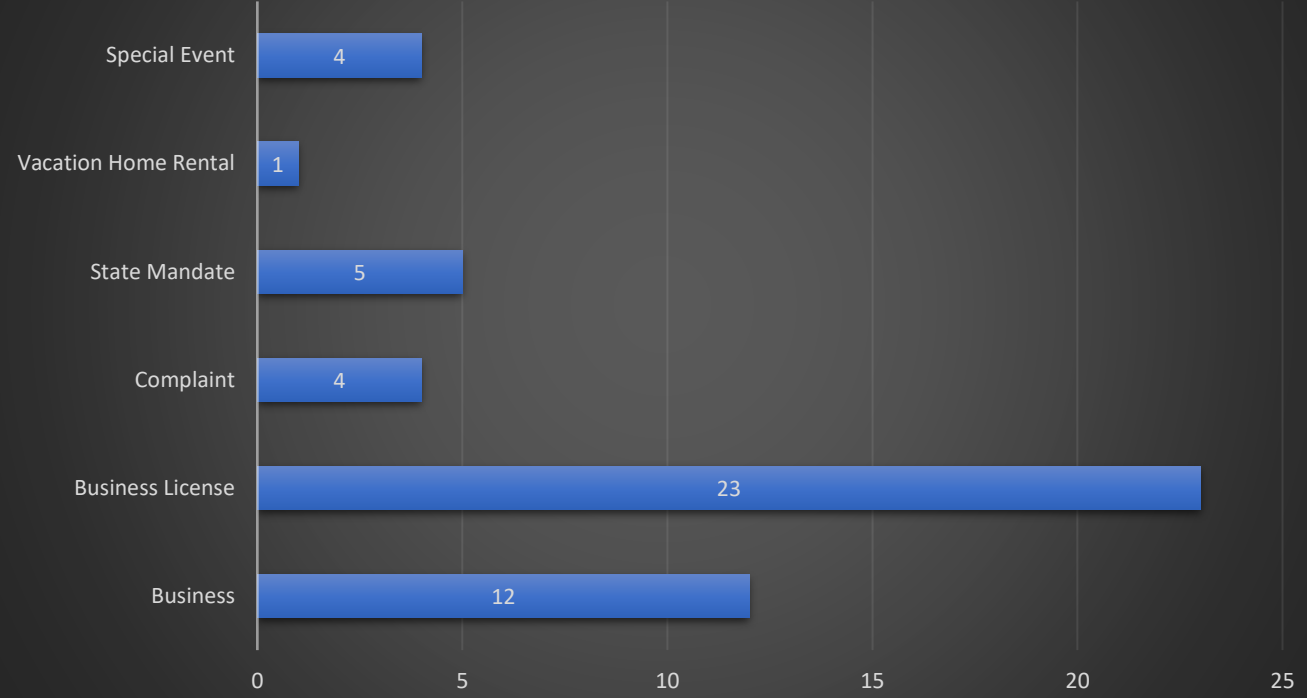


Table 2: Fire and Life Safety Inspections by Month Report

End of Report

## CLARIFICATION OF EXISTING AGREEMENT

The El Dorado Hills Professional Firefighters (herein referenced to as “EDHPPF”) and representatives of the El Dorado Hills County Water District (herein referenced to as “District”), execute this Clarification of Existing Agreement effective July 1, 2023, by and between the District and EDHPPF covering the Memorandum of Understanding (MOU), which is in effect from July 1, 2023, through June 30, 2025.

The District and EDHPPF agree:

1. The current language under Section VI, Subsection H.2., Education and Certification Incentives states that:

### Certification Incentive

All certification incentives are non-stackable, however one (1) may be paid in addition to an education incentive. Eligible employees shall receive the following monthly certification incentive pay, which is subject to the same limitations and requirements outlined above:

- Company Officer\*: \$300
- Chief Fire Officer\*\*: \$600

\*In order to receive the Company Officer incentive, the employee must either hold a Company Officer certification, or have successfully completed the following required classes and have submitted proof of successful course completion for each course listed below to the Director of Human Resources:

- Instructor 1
- Company Officer 2A
- Company Officer 2B
- Company Officer 2C
- Company Officer 2D
- Company Officer 2E

\*\*In order to receive the Chief Fire Officer incentive, the employee must hold the position of Battalion Chief or Acting Battalion Chief.


2. It is understood by both parties that when this MOU was negotiated, the Chief Fire Officer certificate (*governed by California State Fire Training*) was obtainable by a Battalion Chief or Acting Battalion Chief who either possessed Chief Fire Officer certification or took the required educational classes for Chief Fire Officer certification.
3. It is agreed to by both parties that the District will recognize the following Chief Fire Officer classes listed below as the equivalent to actual certification as a Chief Fire Officer.




This understanding is exclusively for validating certification and for paying the MOU recognized "Chief Fire Officer" incentive to the eligible employee. The required classes are:

- Chief Fire Officer 3A
- Chief Fire Officer 3B
- Chief Fire Officer 3C
- Chief Fire Officer 3D
- ICS-300

4. It is agreed to by both parties that this topic will be discussed in the next open MOU negotiations.

BY:   
Maurice Johnson, Fire Chief

Date: 10-11-23

BY:   
Brian Wilkey, Union President

Date: 10/11/23



**POSITIONS AND AUTHORIZATION DOCUMENT (PAD)**

**FY 2023/24 - Effective 10/19/2023**

<b>SUMMARY</b>				
<b>Full-time Positions</b>				
	<b>Authorized Positions 2023/24 Final Budget</b>	<b>Current Filled Positions</b>	<b>Authorized Positions Effective 10/19/2023</b>	<b>Proposed Change from 2023/24 Final Budget</b>
<b>Office of the Fire Chief</b>	<b>12.5</b>	<b>12.5</b>	<b>12.5</b>	<b>0</b>
<b>Operations Branch</b>	<b>65</b>	<b>64</b>	<b>71</b>	<b>6</b>
<b>Administration Branch</b>	<b>5.5</b>	<b>5.5</b>	<b>5.5</b>	<b>0</b>
<b>Total</b>	<b>83</b>	<b>82</b>	<b>89</b>	<b>6</b>



**POSITIONS AND AUTHORIZATION DOCUMENT (PAD)**

**FY 2023/24 - Effective 10/19/2023**

<b>OFFICE OF THE FIRE CHIEF</b>				
<b>Position</b>	<b>Authorized Positions 2023/24 Final Budget</b>	<b>Current Filled Positions</b>	<b>Authorized Positions Effective 10/19/2023</b>	<b>Proposed Change from 2023/24 Final Budget</b>
Fire Chief	1	1	1	
Administrative Assistant II	0.5	0.5	0.5	
<b>HOSTED TRAINING</b>				
Training Coordinator	1	1	1	
<b>COMMUNITY RISK REDUCTION</b>				
Fire Marshal	1	1	1	
Fire Prevention Specialist	2	2	2	
Fire Prevention Inspector I	1	2	1	
Fire Prevention Inspector II	1	0	1	
Community Risk Reduction Technician	1	1	1	
Defensible Space Inspector Lead (Part-Time, Limited Term)	3	3	3	
Defensible Space Inspector Trainee (Part-Time, Limited Term)	1	1	1	
	12.5	12.5	12.5	0



## POSITIONS AND AUTHORIZATION DOCUMENT (PAD)

FY 2023/24 - Effective 10/19/2023

<b>OPERATIONS BRANCH</b>				
Position	Authorized Positions 2023/24 Final Budget	Current Filled Positions	Authorized Positions Effective 10/19/2023	Proposed Change from 2023/24 Final Budget
Deputy Chief, Operations	1	1	1	
Administrative Assistant II, Operations Branch	1	1	1	
Fire Equipment Mechanic	1	1	1	
<b>FIRE SUPPRESSION</b>				
Battalion Chiefs	3	3	3	
Fire Captains	15	15	15	
Fire Engineers	15	15	15	
Firefighters	28	27	28	
<b>EMERGENCY MEDICAL SERVICES (EMS)</b>				
Day Staff Captain, EMS	0.5	0	0	-0.5
Paramedics	0	0	6	6
<b>TRAINING/SAFETY</b>				
Day Staff Captain, Training	0.5	1	1	0.5
	65	64	71	6



## POSITIONS AND AUTHORIZATION DOCUMENT (PAD)

FY 2023/24 - Effective 10/19/2023

<b>ADMIN/SUPPORT SERVICES BRANCH</b>				
Position	Authorized Positions 2023/24 Final Budget	Current Filled Positions	Authorized Positions Effective 10/19/2023	Proposed Change from 2023/24 Final Budget
Deputy Chief, Administration	1	1	1	
Administrative Assistant II	0.5	0.5	0.5	
<b>HUMAN RESOURCES</b>				
Director of Human Resources	1	1	1	
Human Resources Specialist	1	1	1	
<b>FINANCE</b>				
Director of Finance	1	1	1	
Accounting Specialist/Board Clerk	1	1	1	
<b>INFORMATION TECHNOLOGY (IT)</b>				
IT Network Specialist	0	0	0	
	5.5	5.5	5.5	0

**El Dorado Hills Fire Department**  
**Public Salary Schedule**  
**10/25/2023**



CLASSIFICATION		STEPS				
		1	2	3	4	5
ACCOUNTING SPECIALIST/ BOARD CLERK	Hourly	\$ 33.65	\$ 35.33	\$ 37.08	\$ 38.95	\$ 40.89
	Monthly	\$ 5,832	\$ 6,124	\$ 6,427	\$ 6,751	\$ 7,088
ADMIN. ASST. I	Hourly	\$ 26.78	\$ 28.13	\$ 29.52	\$ 31.01	\$ 32.56
	Monthly	\$ 4,643	\$ 4,876	\$ 5,118	\$ 5,375	\$ 5,644
ADMIN. ASST. II	Hourly	\$ 32.04	\$ 33.65	\$ 35.31	\$ 37.10	\$ 38.94
	Monthly	\$ 5,554	\$ 5,832	\$ 6,121	\$ 6,430	\$ 6,750
ADMINISTRATIVE TRAINING PROGRAM COORDINATOR	Hourly	\$ 48.65	\$ 51.08	\$ 53.63	\$ 56.31	\$ 59.13
	Monthly	\$ 8,432	\$ 8,853	\$ 9,297	\$ 9,760	\$ 10,248
BATTALION CHIEF (LINE)	Hourly	\$ 49.45	\$ 51.68	\$ 54.02	\$ 56.48	\$ 59.06
	Monthly	\$ 11,999	\$ 12,541	\$ 13,110	\$ 13,707	\$ 14,332
CAPTAIN	Hourly	\$ 38.91	\$ 40.86	\$ 42.90	\$ 45.04	\$ 47.29
	Monthly	\$ 9,441	\$ 9,913	\$ 10,409	\$ 10,929	\$ 11,476
CAPTAIN/ PARAMEDIC	Hourly	\$ 40.46	\$ 42.48	\$ 44.60	\$ 46.83	\$ 49.17
	Monthly	\$ 9,818	\$ 10,309	\$ 10,824	\$ 11,365	\$ 11,933
COMMUNITY RISK REDUCTION SPECIALIST	Hourly	\$ 32.04	\$ 33.65	\$ 35.31	\$ 37.10	\$ 38.94
	Monthly	\$ 5,554	\$ 5,832	\$ 6,121	\$ 6,430	\$ 6,750
DEFENSIBLE SPACE INSPECTOR (TEMP/LIMITED TERM)	Hourly	\$ 25.00				
	Monthly	\$ 4,333				
DEFENSIBLE SPACE INSPECTOR TRAINEE (TEMP/LIMITED TERM)	Hourly	\$ 20.00				
	Monthly	N/A				
DEPUTY CHIEF	Hourly	\$ 89.02	\$ 93.47	\$ 98.15	\$ 103.05	\$ 108.21
	Monthly	\$ 15,430	\$ 16,202	\$ 17,012	\$ 17,863	\$ 18,756
DIRECTOR OF FINANCE	Hourly	\$ 76.31	\$ 80.13	\$ 84.13	\$ 88.34	\$ 92.76
	Monthly	\$ 13,228	\$ 13,889	\$ 14,583	\$ 15,313	\$ 16,078
DIRECTOR OF HUMAN RESOURCES	Hourly	\$ 76.31	\$ 80.13	\$ 84.13	\$ 88.34	\$ 92.76
	Monthly	\$ 13,228	\$ 13,889	\$ 14,583	\$ 15,313	\$ 16,078
DIVISION CHIEF	Hourly	\$ 61.45	\$ 64.52	\$ 67.75	\$ 71.14	\$ 74.69

**El Dorado Hills Fire Department**  
**Public Salary Schedule**  
**10/25/2023**



CLASSIFICATION		STEPS				
		1	2	3	4	5
ENGINEER	Monthly	\$ 10,651	\$ 11,184	\$ 11,743	\$ 12,330	\$ 12,946
	Hourly	\$ 33.92	\$ 35.62	\$ 37.40	\$ 39.27	\$ 41.24
ENGINEER/ PARAMEDIC	Monthly	\$ 8,231	\$ 8,643	\$ 9,076	\$ 9,529	\$ 10,005
	Hourly	\$ 35.63	\$ 37.42	\$ 39.29	\$ 41.25	\$ 43.31
FIRE CHIEF	Monthly	\$ 8,647	\$ 9,080	\$ 9,533	\$ 10,010	\$ 10,510
	Hourly	N/A				
FIRE EQUIPMENT MECHANIC	Monthly	\$ 20,924				
	Hourly	\$ 38.61	\$ 40.54	\$ 42.57	\$ 44.70	\$ 46.93
FIRE MARSHAL	Monthly	\$ 6,692	\$ 7,028	\$ 7,379	\$ 7,748	\$ 8,135
	Hourly	\$ 76.31	\$ 80.13	\$ 84.13	\$ 88.34	\$ 92.76
FIREFIGHTER/ PARAMEDIC	Monthly	\$ 13,228	\$ 13,889	\$ 14,583	\$ 15,313	\$ 16,078
	Hourly	\$ 32.25	\$ 33.86	\$ 35.56	\$ 37.33	\$ 39.20
FIRE PREVENTION INSPECTOR I	Monthly	\$ 7,826	\$ 8,216	\$ 8,628	\$ 9,058	\$ 9,512
	Hourly	\$ 35.79	\$ 37.59	\$ 39.46	\$ 41.44	\$ 43.50
FIRE PREVENTION INSPECTOR II	Monthly	\$ 6,204	\$ 6,515	\$ 6,840	\$ 7,182	\$ 7,541
	Hourly	\$ 42.12	\$ 44.23	\$ 46.44	\$ 48.76	\$ 51.21
FIRE PREVENTION SPECIALIST	Monthly	\$ 7,301	\$ 7,666	\$ 8,049	\$ 8,452	\$ 8,876
	Hourly	\$ 48.65	\$ 51.08	\$ 53.63	\$ 56.31	\$ 59.13
HUMAN RESOURCES SPECIALIST	Monthly	\$ 8,432	\$ 8,853	\$ 9,297	\$ 9,760	\$ 10,248
	Hourly	\$ 33.65	\$ 35.33	\$ 37.08	\$ 38.95	\$ 40.89
PARAMEDIC	Monthly	\$ 5,832	\$ 6,124	\$ 6,427	\$ 6,751	\$ 7,088
	Hourly	\$ 22.00	\$ 23.10	\$ 24.26	\$ 25.47	\$ 26.74
	Monthly	\$ 5,339	\$ 5,606	\$ 5,886	\$ 6,180	\$ 6,489

**EL DORADO HILLS COUNTY WATER DISTRICT**

**EDHCWD**

**ORDINANCE NO. 2023-02**

---

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

**AN ORDINANCE OF THE EL DORADO HILLS COUNTY WATER DISTRICT ADOPTING AN  
ADMINISTRATIVE CITATION PROGRAM.**

Be it ORDAINED by the Board of Directors (Board) of the El Dorado Hills County Water District  
(EDHCWD), also known as the EDHCWD:

Section 1: **AUTHORITY**

Section 2: **FINDINGS OF FACTS**

Section 3: **CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**

Section 4: **APPLICABILITY**

Section 5: **DEFINITIONS**

Section 6: **PRE-CITATION NOTICE AND ADMINISTRATIVE CITATION**

Section 7: **AMOUNT OF FINES, LATE PAYMENT CHARGES, AND INTEREST**

Section 8: **PAYMENT OF THE FINE**

Section 9: **REQUEST FOR HEARINGS, DISMISSAL OF CITATION**

Section 10: **ADVANCE DEPOSIT HARDSHIP WAIVER**

Section 11: **HEARING PROCEDURE**

Section 12: **BOARD DECISION**

Section 13: **RECOVERY OF FINES, LATE CHARGES, AND INTEREST**

Section 14: **RIGHT TO JUDICIAL REVIEW**



Section 15: **NOTICES**

Section 16: **CONFLICT**

Section 17: **SEVERABILITY**

Section 18: **EFFECTIVE DATE AND PUBLICATION**

## **SECTION 1: AUTHORITY**

1.1 This Ordinance is enacted pursuant to the authority of the California Health & Safety Code Sections 13861, 13871, 13872, and California Government Code Sections 25132 and 53069.4.

## **SECTION 2: FINDINGS OF FACTS**

- 2.1 ~~This~~The El Dorado Hills County Water District (~~EDHCWD~~), also known as the EDHCWD, is an independent water district established under Division 12, Part 2, Article 7, Section 31120<sup>1</sup> of the State Water Code; and
- 2.2 EDHCWD is empowered to provide fire protection services and to enforce violations of the California Fire Code, as adopted and amended by ~~the~~ EDHCWD, California Health and Safety Code, the regulations of the State Fire Marshal, and all District ordinances; and
- 2.3 Under state law, the Fire Chief and his designees may issue written orders to eliminate fire or life hazards, issue administrative citations for misdemeanor violations and infractions, and order dangerous conditions abated; and
- 2.4 A comprehensive code enforcement system that uses a combination of judicial and administrative remedies is critical to ensure that EDHCWD can protect the public's health, safety, and quality of life.

## **SECTION 3: CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)**

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<sup>1</sup> A district may exercise any of the powers, functions, and duties which are vested in, or imposed upon, a fire protection district pursuant to the Fire Protection District Law of 1987, Part 3 (commencing with Section 13800) of Division 12 of the Health and Safety Code.

3.1 This Ordinance is exempt under the California Environmental Quality Act pursuant to California Code of Regulations Title 14, Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the adoption of ~~the~~this Ordinance would have a significant effect on the environment. The Ordinance sets procedures for ensuring compliance with the Fire Code and other EDHCWD ordinances. The adoption of the Ordinance did not entitle new development or any changes to the physical environment. Use of this Ordinance is at the sole discretion of EDHCWD. This Ordinance is authorized under California Government Code Sections 25132 and 53069.4, and California Health and Safety Code Sections 13861(h) and (i), 13871, and 13872.

#### **SECTION 4: APPLICABILITY**

4.1 This Ordinance provides for Administrative Citations, which are in addition to all other legal remedies, criminal or civil, that EDHCWD may pursue to address a violation of a District EDHCWD ordinance, including the California Fire Code, as adopted, and amended by the EDHCWD, or other public nuisance. This Ordinance is authorized under California Government Code Sections 25132 and 53069.4, and California Health and Safety Code Sections 13861(h) and (i), 13871, and 13872.

#### **SECTION 5: DEFINITIONS**

As used in this Ordinance, the following definitions shall apply:

- 5.1 **Board** means the Governing Board for the El Dorado Hills County Water District.
- 5.2 **California Fire Code (CFC)** means code provisions found within California Code of Regulations Title 24, Part 9, as amended locally by EDHCWD.
- 5.3 **Citation or Administrative Citation** means a civil citation issued by a Fire Code Official pursuant to ~~the~~this Ordinance stating there has been a violation of one or more provisions and setting the amount of the civil penalty to be paid by the ~~R~~responsible ~~party~~Person.
- 5.4 **Code** means the EDHCWD ordinance, California Fire Code, California Building Code, ~~California~~ Code of Federal Regulations, and/or California Health and Safety Code.
- 5.5 **Days** means calendar days.

- 5.6 **EDHCWD** means the El Dorado Hills County Water District of El Dorado County, a political subdivision of the State of California.
- 5.7 **Fire Code Official** means the [Fire Chief](#) or other designated authority charged with the administration and enforcement of the code, or a duly authorized representative.
- 5.8 **Pre-Citation Notice** means the written notice provided to a Responsible Person of a violation of the Code that does not create an immediate danger to health or safety.
- 5.9 **Responsible Person** means the owner, tenant, operator, or person or entity otherwise in charge and control of property that is the subject of a violation, or who is otherwise causing, permitting, or aiding and abetting in any violation of the Code.
- 5.10 **Violation** means a violation of the Code for which the Fire Code Official has authority to issue an Administrative Citation or Pre-Citation Notice.

## **SECTION 6: PRE-CITATION NOTICE AND ADMINISTRATIVE CITATION**

- 6.1 Pre-Citation Notice. Except as provided in Subsection 6.2 below, prior to issuing an Administrative Citation for a Violation of the Code, the Fire Code Official shall serve a Pre-Citation Notice on the Responsible Person containing the following information:
- 6.1.1 The date the Violation was observed;
- 6.1.2 The address or [a](#) definite description of the location where the Violation was observed;
- 6.1.3 The section of the Code violated and a description of the Violation;
- 6.1.4 The compliance date by which the Violation must be corrected or otherwise remedied, which shall be a reasonable period of no less than fifteen (15) days and no more than sixty (60) days from the date of the Pre-Citation Notice as determined by the Fire Code Official.
- 6.1.5 A statement that if the Violation is not corrected by the specified compliance date, an Administrative Citation will be issued that imposes a fine, the amount of which shall be specified; and
- 6.1.6 The name, [title](#) and signature of the Fire Code Official issuing the Pre-Citation Notice.
- 6.2 Exceptions from Pre-Citation Notice Requirements

- 6.2.1 If the Violation of the Code constitutes an immediate danger to health or safety, the Fire Code Official may issue an Administrative Citation without first issuing a Pre-Citation Notice.
- 6.2.2 If the Fire Code Official issued an Administrative Citation to the Responsible Person for a violation of the Code in the immediately preceding calendar year and the Responsible Person has violated the same provision of the Code, the Fire Code Official may issue an Administrative Citation without first issuing a Pre-Citation Notice.
- 6.3 Reinspection. Upon or after the compliance date set forth in the Pre-Citation Notice, the Fire Code Official shall inspect the property and determine if the Violation has been corrected upon which one of the following remedies shall occur:
- 6.3.1 If the violation has been corrected, the Fire Code Official shall serve on the Responsible Person a notice that the Violation has been corrected.
- 6.3.2 If the Violation has not been corrected or if the Violation has recurred, the Fire Code Official shall serve on the Responsible Person an Administrative Citation as set forth in Subsection 6.4 of this Ordinance.
- 6.4 Administrative Citation. Whenever a Fire Code Official determines that a Violation has occurred, the Fire Code Official shall have the authority to issue an Administrative Citation to any ~~person responsible~~Responsible Person for the Violation, subject to the limitations contained in Subsection 6.1 of this Ordinance.
- 6.5 Contents of Administrative Citation. Each Administrative Citation shall contain the following information:
- 6.5.1 The date of the Violation;
- 6.5.2 The address or a definite description of the location where the Violation occurred;
- 6.5.3 The section of the Code violated and a brief description of the Violation;
- 6.5.4 The amount of the fine for the Violation;
- 6.5.5 A description of the fine payment process, including a description of the time within which and the place where the fine shall be paid;
- 6.5.6 An order prohibiting the continuation or repeated occurrence of the Violation described in the Administrative Citation;

- 6.5.7 A description of the Administrative Citation review process, including the thirty (30) day deadline for requesting a hearing to contest the Citation under Section 9 of this ordinance and the ten (10) day deadline for seeking an Advance Deposit Hardship Waiver under Section 10 of this Ordinance, the procedure for obtaining from the District Clerk a request for hearing form to contest the Administrative Citation, and notice that failure to contest the Administrative Citation will make the Citation a final action by EDHCWD for which there is no further administrative review and no judicial review;
- 6.5.8 A statement explaining that each day the Violation occurs or continues may constitute a separate Violation; and the name, title, and signature of the citing Fire Code Official;
- 6.5.9 The name and signature of the Fire Code Official issuing the ~~Pre-Citation Notice~~Administrative Citation.

## **SECTION 7: AMOUNTS OF FINES, LATE PAYMENT CHARGES, AND INTEREST**

- 7.1 Fine Amounts. The maximum amount of the fine imposed for each ~~Code~~-Violation under this ordinance shall be:
- 7.1.1 A fine not exceeding one hundred dollars (\$100) for a first Violation; and
- 7.1.2 A fine not exceeding five hundred dollars (\$500) for a second Violation of the same Code provision within one calendar year; and
- 7.1.3 A fine not exceeding one thousand dollars (\$1,000) for each additional Violation of the same Code provision within one calendar year.
- 7.2 For the purposes of this section, each day the Violation occurs constitutes a separate violation.
- 7.3 Late Payment Charges and Interest. A fine that remains unpaid 30 days after the due date under Subsections 7.1.1, 7.1.2, or 7.1.3 of this Ordinance shall be subject to a late payment penalty of ten percent (10%), plus interest at the rate of one percent (1%) per month on the outstanding balance, which shall be added to the penalty amount from the date that payment is due. Any fine or fee which remains unpaid 90 days after the due date

may be referred for collection purposes and will be subject to additional fees to cover the cost of collection.

7.4 Discretion of Board to Establish Fine. The EDHCWD Board has the discretion to waive the fine or to set the fine lower than the amount set in Subsection 7.1 based on one or more of the following factors:

7.4.1 The duration of the Violation;

7.4.2 The frequency, recurrence, and number of Violations by the Responsible Person;

7.4.3 The seriousness of the Violation;

7.4.4 The bona fide efforts of the Responsible Person to come into compliance;

7.4.5 The financial burden of the fine on the Responsible Person;

7.4.6 The impact of the Violation on the community health and safety; and

7.4.7 Such others factors as justice requires.

## **SECTION 8: PAYMENT OF THE FINE**

8.1 Due Date. The fine shall be paid to EDHCWD within 30 days following the date of the Administrative Citation. The Fire Code Official or designee may, but shall not be obligated to, suspend the imposition of a fine for any period during which the Responsible Person has filed for permits that are necessary to achieve compliance and the permit applications are pending before the appropriate governmental agency.

8.2 Further Violations Not Excused. Payment of a fine under this Ordinance shall not excuse or discharge any continuation or repeated occurrence of the Violation.

## **SECTION 9: REQUEST FOR HEARING; DISMISSAL OF CITATION**

9.1 Hearing Request. A person who receives an Administrative Citation may contest the Citation on the basis that there was no Violation, or that he or she is not the Responsible Person, or may seek a reduction in the amount of a fine imposed for a repeat Violation on the grounds that he or she made a bona fide effort to comply after the first Violation and that payment of the full amount of the fine would impose an undue financial burden. To contest the Administrative Citation or seek a reduction of the fine imposed for a repeat violation, the Responsible Person shall submit a request for a hearing to the District

Secretary-Clerk within 30 days following the date of the Administrative Citation. The request form may be obtained from the Administrative Office of the EDHCWD. The completed request must be submitted together with either an advance deposit of the fine or notice that a request for an advance deposit hardship waiver has been filed under Section 10 of this Ordinance.

- 9.2 Dismissal of Citation. At any time before the hearing, if the Fire Code Official or designee determines that there was no Violation as charged in the Administrative Citation, that the Violation has been remedied, or that the Administrative Citation should be dismissed in the interest of justice, the Fire Code Official or designee shall dismiss the Administrative Citation, cancel the hearing, and refund any Administrative Citation fine deposited.

## **SECTION 10: ADVANCE DEPOSIT HARDSHIP WAIVER**

- 10.1 Request for Waiver. A Responsible Person person who intends to contest an Administrative Citation under Section 9 of this Ordinance and who financially is unable to make the required advance deposit of the fine, may file a request for an advance deposit hardship waiver.
- 10.2 Filing. An advance deposit hardship waiver shall be filed with the District Clerk on a form provided by the EDHCWD. The application submitted shall include an affidavit, together with any supporting documents or materials, demonstrating the person's actual financial inability to deposit with EDHCWD the full amount of the fine. The waiver form shall be filed within 10 days following the date of the Administrative Citation.
- 10.3 Deposit Requirement Stayed. The requirement of advance deposit of the fine shall be stayed until EDHCWD issues a determination on the application for an advance deposit hardship waiver.
- 10.4 Standard for Waiver. The Fire Marshal or Fire Chief may waive the requirement of an advance deposit under Section 9 of this Ordinance and issue the waiver only if the evidence submitted demonstrates to the satisfaction of the Fire Marshal or Fire Chief the person's actual financial inability to deposit with EDHCWD the full amount of the fine in advance of the hearing.

- 10.5 Written Determination. The Fire Marshal or Fire Chief shall issue a written determination listing the reasons for his or her determination to issue or not issue the advance deposit hardship waiver. The written determination of the Fire Marshal or Fire Chief is final.
- 10.6 Deposit Required If Waiver Denied. If the Fire Marshal or Fire Chief determines not to issue a waiver, the person cited shall deposit the fine with the District Secretary within 10 days following the date of that decision, or 30 days following the date of the Administrative Citation, whichever is later.

## **SECTION 11: HEARING PROCEDURE**

- 11.1 Setting the Hearing. A hearing before the District Board of Directors shall be set for a date that is not less than 15 days nor more than 60 days from the date that the request for hearing is filed. The person requesting the hearing shall be notified of the time and place set for the hearing as soon as it is set, and at least 10 days before the hearing. No hearing shall be held unless the fine has been deposited in advance, in accordance with Subsection 9.1, or an advance deposit hardship waiver has been issued in accordance with Section 10.
- 11.2 Failure to Appear. The failure of the person requesting the hearing to appear at the hearing shall constitute a forfeiture of the fine and a failure to exhaust his or her administrative remedies.
- 11.3 Hearing. The Administrative Citation and any supplemental report submitted by the Fire Code Official shall constitute prima facie evidence of the respective facts contained in those documents. At the hearing, the Responsible Person contesting the Administrative Citation shall be given the opportunity to testify and to present evidence concerning the Administrative Citation. Formal rules of evidence shall not govern the hearing. The EDHCWD Board may accept testimony by declaration related to the Administrative Citation from any party.
- 11.4 Continuance. The EDHCWD Board may continue the hearing from time to time and may request additional information from the Fire Code Official or the Responsible Person requesting the hearing before issuing its decision.



## **SECTION 12: BOARDS DECISION**

- 12.1 Decision. After considering the testimony and evidence presented at the hearing, the EDHCWD Board shall issue a written decision by resolution, supported by findings, to uphold, dismiss, or modify the Administrative Citation, and setting the amount of the fine, if any. The Board Secretary shall deliver a copy of the resolution to the person requesting the hearing. The Board's resolution shall constitute the final administrative decision by the EDHCWD Board. The resolution shall state that the time for judicial review of the Board's decision is governed by California Government Code Section 53069.4.
- 12.2 Status of Fine. If the EDHCWD Board upholds the Administrative Citation and the fine, the fine amount on deposit with EDHCWD shall be retained by the District. If the EDHCD Board upholds the Administrative Citation but reduces or eliminate the fine imposed, the EDHCWD shall promptly refund the excess amount of the fine deposited. If the EDHCWD Board upholds the Administrative Citation and the fine, and the fine has not been deposited, the Board shall set forth in the decision a payment schedule for the fine and any additional charges, which shall not extend more than one hundred and eighty (180) days from the date of the decision. If the EDHCWD Board dismisses the Administrative Citation, the EDHCWD shall promptly refund any fine deposited, together with interest at the average rate earned on the EDHCWD portfolio for the period of time that the fine was held by the EDHCWD.

## **SECTION 13: RECOVERY OF FINES, LATE CHARGES, AND INTEREST**

- 13.1 Cost of Securing Payment. A Responsible Person who fails to pay any fine or other charge owed to the EDHCWD under this Ordinance is liable in any action brought by the EDHCWD for all costs incurred in securing payment of the delinquent amount, including but not limited to, administrative costs and attorney's fees. Such collection costs are in addition to any fines, interest, and late charges.
- 13.2 Other Costs. In addition to the administrative citation fine, the EDHCWD may collect its administrative costs, interest, late payment charges, cost of compliance reinspections, and collection costs.

13.3 Collection. THE EDHCWD may collect any past due administrative citation fine and other costs and charges by any available legal means.

13.4 Liens. To the fullest extent allowed by law and after notice and a hearing before the Board, the amount of the unpaid sanction plus interest and a reasonable administrative fee established by the Board to cover the cost of collection may be declared a lien on any real property owned by the responsible party.

13.4.1 Notice shall be given to the responsible party prior to the recordation of the lien and shall be served as required by this chapter.

13.4.2 The lien shall attach when the Fire Chief or his or her designee records a lien listing delinquent unpaid sanctions with the El Dorado County Recorder's Office. The lien shall specify the amount of the lien, the date of the Code violation, the date of the final administrative decision, the street address, legal description, and parcel number of the parcel on which the lien is imposed and the name and address of the recorded owner.

13.4.3 In the event that the lien is satisfied, either through payment or foreclosure, notice of the discharge containing the information specified in Subsection 13.4.2 of this section shall be recorded by the County Recorder.

#### **SECTION 14: RIGHT TO JUDICIAL REVIEW**

14.1 Any person aggrieved by the decision of the Board ~~of the El Dorado Hills County Water District~~ on an Administrative Citation issued under this Ordinance may obtain review of the decision by filing a notice of appeal with the El Dorado Superior Court within twenty (20) days of the service of the Board's decision in accordance with the provisions of California Government Code Section 53069.4.

#### **SECTION 15: NOTICES**

15.1 Method of Service. Any Pre-Citation Notice, Administrative Citation, notice of hearing, written determination on application for advance deposit hardship waiver, supplemental report, Board's decision, and any other notice or document required to be given by EDHCWD or the Board pursuant to this Ordinance shall be served either by:

15.1.1 Personal service on the Responsible Person or the person requesting the hearing;

or

15.1.2 By deposit in the United States Mail first class, in a sealed envelope postage prepaid, addressed to the Responsible Person or the person requesting the hearing at that person's last known address, or at the address that has been provided to EDHCWD in any public record or other records pertaining to the Violation.

15.1.3 Service shall include a declaration under penalty of perjury setting forth the date of personal delivery or, for service by mail, the date of deposit in the mail. Service by personal delivery shall be deemed complete on the date of the delivery. Service by mail shall be deemed complete on the date of deposit in the mail.

15.2 Real Property. When real property is involved in the Violation and the Responsible Person is not the property owner, any Pre-Citation Notice, the Administrative Citation and all notices and documents required to be given by this Ordinance shall be additionally served on the property owner at the property owner's address as shown on the last equalized County assessment roll. If personal service or service by mail on the property owner is unsuccessful, a copy of any Pre-Citation Notice, Administrative Citation, and all other notices and documents required under this Ordinance shall be conspicuously posted at the property that is the subject of the Violation. EDHCWD may also, in its discretion, serve notices and other documents on a tenant, a mortgagor, or any other person having an interest in the property.

15.3 Failure to Receive Notice. The failure of the Responsible Person or other person to receive a required notice or document served in accordance with this Section of ~~the~~this Ordinance shall not affect the validity of any proceedings taken under this Ordinance.

## **SECTION 16: CONFLICT**

16.1 The operation of this Ordinance shall in no way change or diminish the application of other ordinances of EDHCWD dealing with like or similar matters. In any case where a provision of this Ordinance is found in conflict with a provision of any zoning, building, fire safety, or health ordinance or any other section of the Code, including fines, the provision which establishes the higher standard for the promotion and protection of the health and safety of the people shall prevail.

16.2 It is not intended by this Ordinance to repeal, abrogate, annul, or in any way impair or interfere with existing provisions of other laws or ordinances or with private restrictions placed upon property by covenant, deed, or other private agreement except those specifically repealed by this Ordinance. In cases where two or more provisions of this or any other Ordinance conflict, the most stringent or restrictive shall prevail.

**SECTION 17: SEVERABILITY**

17.1 If any ~~Ordinance~~, article, subsection, or subdivision ~~thereof~~, provision, sentence, clause or phrase of this ~~code~~Ordinance, or any application thereof, is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect the remaining provisions of this ~~code~~Ordinance, which can be given effect without the invalid portions and, therefore, such invalid portions are declared to be severable.

17.2 The EDHCWD hereby declares that it would have enacted this Ordinance and each of its articles, sections, subsections, or subdivisions ~~thereof~~, or any provisions, sentences, clauses, or phrases irrespective of the fact that one or more of them is declared invalid.

**SECTION 18: EFFECTIVE DATE AND PUBLICATION**

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

18.2 The above Ordinance was introduced at a meeting of the Board of Directors of the EDHCWD on {~~\_\_\_\_\_~~},September 21, 2023 and it was then read for the first time. A public hearing was set for the Ordinance to be read for the second time on {~~\_\_\_\_\_~~ }October 19, 2023 and approved by the following vote:

PASSED AND ADOPTED by the Board of Directors of the EDHCWD this, \_\_\_\_\_day of \_\_\_\_\_, 2023.

AYES:

NOES:

ABSENT:

ABSTAIN:

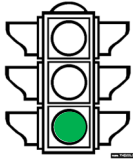
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John Giraud, Board President

ATTEST:

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Jessica Braddock, Board Secretary



Budget/Schedule Delay

Potential Budget/Schedule Delay

On Time/On Budget

# MONTHLY PROGRESS REPORT No. 017

## El Dorado Hills Fire Department

Project Name: EDHFTC

Period Ending: September 30, 2023



EL DORADO HILLS  
FIRE DEPARTMENT  
*"Serving the Communities of El Dorado Hills. Rescue and Restore."*

### Scope:

Surveys, grading, underground plumbing, electrical, earthwork, asphalt concrete paving, concrete paving, site concrete, chain link fences and gates, decorative metal fences and gates, irrigation system, planting, site utilities, construction of 2 new training buildings and 1 new outdoor classroom with restrooms.

### Summary

Original Contract Amount: **\$11,712,034.00**

### Contract Budget Status:

<b>Original Contract Amount with Contingency and allowances;</b>	<b>\$11,712,034.00</b>
Original Shared Contingency:	\$856,447.00
Original Shared Allowances:	\$150,000.00
<b>Amount Billed to Date:</b>	<b>\$11,366,206.00</b>
<b>Retainage:</b>	<b>\$0.00</b>

**Remaining Balance Including Retainage:** **\$11,366,206.00**

**Percent of Construction Complete:** **97.05%**

Remaining Contingency:	\$347,950.00
Remaining Allowances:	-\$2,122.00

### Progress This Period:

- Change Order Work
- Complete spongy floor electrical/controls

### Anticipated Progress Next Period:

- Change spongy floor motor.

### Changes/Clarifications:

### Issues:

- No Issues.

### Progress Photos:



Photo taken on 09.06.23



Photo taken on 06.15.23

**Project Team:**

Owner:	El Dorado Hills Fire Department
Architect:	RDC
Construction Manager:	Roebbelen
Contractor:	DG Granade

Our thanks to all the kind and professional EDH Paramedics and firefighters who came to the aid of my wife Karen.

We sincerely appreciate your quick response, medical assessment and help getting her back into her wheelchair after her numerous falls.

Thanks again and God bless.....  
Sincerely,

Rick and Karen Samoian



RECEIVED  
OCT 10 2023  
BY: \_\_\_\_\_

Maurice (Maury) J. Hannigan

September 30, 2023

Chief Maurice Johnson  
El Dorado Hills Fire Department  
1950 Wilson Blvd.  
El Dorado Hills, CA 95762

Dear Chief Johnson:

In the early morning hours of September 22, 2023 I had an unexpected negative reaction to medications I had taken and lapsed into a state of unconsciousness and delirium resulting in my wife, Susan Hannigan, calling 911. Within minutes personnel from your Bass Lake Station, headed up by Captain Tom Anselmo, responded to our home and provided me emergency medical treatment and transport to Mercy Hospital, Folsom; in all probability saving my life. This is the second time personnel from the Bass Lake Station have provided emergency medical services to our family. Five years prior they responded to our home within minutes of my wife suffering a stroke and - without question - were directly responsible for diminishing the effects of that smoke upon her because of their timeliness and profound efficiency.

Having spent over 55 years in the field of public safety, the majority of that time with the California Highway Patrol, I have a very keen and deep appreciation for the fire service due to my professional associations over the years. However, I write you today from the personnel perspective of having directly benefitted from the dedication of the men and women of the El Dorado Hills Fire Department; not once, but twice. With the utmost appreciation and admiration, I commend both you and your Department for setting and maintaining the highest standards of public service which are so reflective in your daily operations. Attendant with that recognition I ask you to reach out to your chain of command in extending the sincerest of appreciation from both my wife Susan and myself to Captain Tom Anselmo and each member of his response team for the recent medical assistance they provided me, and to all who serve the Bass Lake Station for their remarkable dedication to public service.

Sincerely,



Maurice J. Hannigan  
CHP Commissioner, (Ret)