

AGENDA
EL DORADO HILLS COUNTY WATER DISTRICT
(FIRE DEPARTMENT)
BOARD OF DIRECTORS
SEVEN HUNDRED TWENTY EIGHTH MEETING
Thursday, August 20, 2015
6:00 p.m.
(1050 Wilson Blvd., El Dorado Hills, CA)

- I. Call to Order and Pledge of Allegiance

- II. Consent Calendar (All matters on the Consent Calendar are to be approved by one motion unless a Board member requests separate action on a specific item.)
 - A. Approve Minutes of the 726th meeting held July 16, 2015
 - B. Approve Minutes of the 727th meeting (special meeting) held August 6, 2015
 - C. Approve Financial Statements for July 2015
 - D. Ratify twelfth payment to S W Allen Construction Inc. for Station 84 in the amount of \$ 631,385.
End Consent Calendar

- III. Oral Communications
 - A. EDH Professional Firefighters
 - B. EDH Firefighters Association
 - C. EDH Volunteer Firefighters
 - D. Latrobe Advisory Committee
 - E. Any person wishing to address the Board on any item that is not on the Agenda may do so at this time. No action may be taken on off-agenda items unless authorized by law. Comments shall be limited to three minutes per person and twenty minutes for all comments unless otherwise authorized by the Board.

- IV. Correspondence

- V. Attorney Items

- VI. Committee Reports
 - A. Administrative Committee (Directors Winn and Hidahl)
 1. Review and update construction progress of Station 84
 2. Letter from S W Allen requesting extension of contract; review and approve extension
 3. Review and approve staffing and organizational changes
 4. **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; District negotiators are Directors Hidahl and Winn

 - B. Fire Committee (Directors Hus and Winn)
 1. Review and approve Request for Proposals for Development Impact Fee nexus study consultant

 - C. Ad Hoc Committee Reports
 1. Regional Operations Committee (Directors Hartley and Hidahl)
 - a. Rescue Fire Protection District
 - b. Letter from Darwin Throne regarding Rescue FPD annexation
 - c. Review and approve side letter to MOU with El Dorado Hills Professional Firefighters regarding Latrobe (Station 91) staffing
 2. Solar Committee (Directors Hus and Hidahl)

3. Communications Committee (Directors Durante and Winn)
4. Volunteer Stakeholders Committee (Directors Hidahl and Durante)
5. Training Facility Committee (Directors Hartley and Durante)
 - a. Review and approve consultant to revise the training facility business plan
6. Human Resources Committee (Directors Winn and Durante)
7. Report from the Committee for Commission for Collaborative Fire Departments (Directors Hidahl and Hus)

VII. Operations Report

- A. Operations Report (Receive and file)
- B. Review and update regarding Joint Powers Authority
- C. Review and approve purchase of Holmatro Rescue Tool, "Jaws of Life"
- D. Review and approve surplus vehicle; 2008 Ford F-350 4X4

VIII. Fiscal Items

IX. New Business

- A. Review and approve Request for Proposal for Traffic Engineer Consultant

X. Old Business

XI. Oral Communications

- A. Directors
- B. Staff

XII. Adjournment

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

This Board meeting is normally recorded.

EL DORADO HILLS COUNTY WATER DISTRICT

SEVEN HUNDRED TWENTY SIXTH MEETING OF THE BOARD OF DIRECTORS

Thursday, July 16, 2015

6:00 p.m.

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

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

President Winn called the meeting to order at 6:00 p.m. and Chief Roberts led the Pledge of Allegiance. Directors in attendance: Durante, Hartley, Hidahl, Hus, and Winn. Staff in attendance: Chief Roberts and Chief Financial Officer Bair. Counsel Cook was also in attendance.

II. CONSENT CALENDAR

- A. Approve minutes of the 725th meeting held June 18, 2015
- B. Approve Financial Statements for June 2015
- C. Ratify tenth payment to SW Allen Construction Inc. for Station 84 in the amount of \$545,512

Director Hus made a motion to approve the consent calendar deferring the approval of the Financial Statements to the following meeting, seconded by Director Hidahl and unanimously carried.

III. ORAL COMMUNICATIONS

- A. **EDH Professional Firefighters** – No report
- B. **EDH Firefighters Association** – No report
- C. **EDH Volunteer Firefighters** – Lt. Roppolo reported that the dashboard report now reflected three months' worth of data as requested by the Board. He stated that the participation in June was down due to vacations and the demand for service is significantly higher than this time last year requiring a lot of time from those participating. He also noted that the Department was unable to staff the boot drive and the extra engine on July 4th for the first time. He commended Battalion Chief Moreno for his excellent service to the volunteer program and announced that 14 new volunteers would officially be added to the team almost doubling the volunteer staff.
- D. **Latrobe Advisory Committee** – Blain Stumpf, former director of Latrobe Fire Protection District, acknowledged the high quality of training and service that has been added to the Latrobe community since the annexation. He stated that his concern is for the after-hours response with the loss of volunteers in the area and asked that the Board consider the need for 24 hour coverage.
- E. **Public Comment** – Mary Andrews, citizen, discussed in detail the actions that lead to the arrest of Director Hus and demanded his resignation. Sue Odle, citizen, asked Director Hus to step down as Director. Ray Meyers, citizen, commented that Director Hus has done a good job speaking to the fiscal responsibility of the Board and expressed his concern about the Latrobe and Rescue annexations and the fiscal impact they will have on the citizens of El Dorado Hills. He asked that those who choose to support further annexations resign from the Board if those annexations end up taking El Dorado Hills funds

out of the District to support surrounding communities. Amber Hus, citizen, stated that most of the accusations against her father, Doug Hus, are false and pointed out that maybe the District Attorney has not charged him because there is nothing to charge him with.

Craig Petersen, citizen, presented an article to the Board called "Six Minutes to Live or Die." He stated that the article reported that the amount of time it takes to reach the patient is a significant factor in the possibility of survival, and asked that the Department made it a priority to improve response times and add the issue to future Board meeting agendas.

IV. CORRESPONDENCE – No comments

- A. Email from Sheila Callan dated June 30, 2015**
- B. Email from Deb Steiner dated July 7, 2015**
- C. Email from Anne Leedom dated June 29, 2015**
- D. Email from Janet Moncado dated June 29, 2015**
- E. Email from Daniel Moncado dated June 29, 2015**
- F. Email from Mr. and Mrs. Jones dated June 29, 2015**

V. ATTORNEY ITEMS – None

VI. COMMITTEE REPORTS

A. Administrative Committee (Directors Hidahl and Winn)

- 1. Review and update construction progress of Station 84 –** Director Hidahl reported that the committee is expecting a delay of about 3 weeks on the construction of Station 84. Battalion Chief Johnston stated that substantial completion will be reached by the original deadline and furniture can be moved in on time. Completion of the apparatus bay should be the only delay but should not impact the move in schedule significantly. Director Hidahl added that the Department has done an excellent job managing the project and is on track to finish close to \$90,000 under the original budget. The next committee meeting is scheduled for August 4.

B. Fire Committee (Directors Hus and Winn)

- 1. Receive and file memo from Economic and Planning Systems regarding Development Fee Review –** A memo was presented to the Board to verify the accuracy and practices of the development fee program. Director Hus expressed concern about the accuracy of the analysis. He clarified that his comments are not an audit of the numbers, but stated that very few of his questions were answered. Counsel Cook responded that the EPS Consultant would be happy to meet with him and answer any questions and stated that he felt very confident in the numbers that were provided.

2. **Review and approve Request for Qualifications for Fire Facilities Master Plan consultant** – Counsel Cook reported that the committee decided that it would be best to have two separate RFPs; one for the Fire Facilities Master Plan and one for the Nexus Study. He stated that the Fire Facilities Master Plan would include Latrobe facilities and the potential training facility. Chief Roberts added that the Department has been working on the Standards of Cover and Community Risk Assessment and feels that these documents and assessments need to be done prior to completing the Fire Facilities Master Plan. Counsel Cook added that the Community Risk Assessment and the Standards of Cover have been included in the RFP. He also stated that the training facility is an area that the consultant will look at and make a recommendation.

Director Hidahl moved to approve the Request for Proposal for the Fire Facilities Master Plan Consultant contingent on final approval from the committee, seconded by Director Hus and unanimously carried.

3. **Review and approve Request for Proposals for Development Impact Fee Nexus Study Consultant** – Counsel Cook stated most other Districts would solely be doing a Nexus study where the El Dorado Hills Fire Department is planning to go beyond that by hiring a Facilities Master Plan consultant. Counsel Cook stated that since the RFP was not included in the packet, the item will be discussed at the August Board meeting.

C. Ad Hoc Committee Reports

1. **Regional Operations Committee (Director Hartley and Hidahl)**
 - a) **Rescue Fire Protection District** – Director Hartley reported that at the community meeting in Rescue Chief Roberts presented the history and issues in the County that led to the weak financial position that many of the small departments are in. He stated that the presentation was well received by the committee and the public. Director Hidahl added that the presentation is available on the website, and asked that the Department also post the financial documentation. He added that the Regional Operations committee will be scheduling a public workshop with the El Dorado Hills community.

Wally Fullerton, citizen, voiced his support for the annexation of Rescue stating that we can be a part of the growth or a victim of it. Director Hus commented that the growth is not happening in Latrobe or Rescue. Director Hidahl asked that Director Hus review the financials and the presentation, then present his comments on further annexation. Darwin Throne, citizen, asked for more detail and justification for annexation. He also asked if the funds could be separated for each area, and Counsel Cook

responded that legally the financials cannot be separated. Ray Meyers, citizen, asked for an explanation of what happened in Latrobe to put the Department in the position that we are in. Richard Ross, citizen, expressed his concerns about increased staffing costs to fully staff the Rescue station and asked what the current firefighter's staffing concerns might be. He also asked that the Department provide reports on the number of incidents each Station is responding to and where they are responding. Sherrie Petersen, citizen, requested that the Board review the worksheet handed out at the last meeting regarding the Rescue Fire Protection District and explain why the numbers are so different from the numbers at the first meeting. Director Hus asked that the worst case scenario numbers be presented so that there are no surprises.

- b) **Diamond Springs/El Dorado Fire Protection District** – Chief Roberts stated that Diamond Springs has been notified that the Board is not interested in proceeding with a contract for services at this time.

Director Hidahl asked that the Latrobe status be discussed before moving on to the next item. Chief Roberts reported that the Department and the Board knew that there would be a cost for Latrobe until further development happens in that community. He stated that the Department did not anticipate the volunteers in Latrobe resigning as quickly as they did. The volunteers and paid staff in Latrobe were given time to bring their qualifications up to the minimum standard for El Dorado Hills employees, but many decided the time involved was more than they wanted to invest. Chief Roberts stated that these standards are necessary to minimize the liability to the Department and added that these personnel changes were anticipated, but happened much faster than expected.

Ray Meyers, citizen, asked that the Department look at the worst case scenario for further annexations.

2. **Solar Committee (Directors Hus and Hidahl)** – Director Hidahl reported that Counsel Cook is working with the contractor on the funding and the committee needs to meet to discuss the contracts.
3. **Communications Committee (Directors Durante and Winn)** – Director Durante reported that Chief Keating is making progress with CalFire and the committee has asked Staff to prepare a RFP for equipment improvement. Chief Roberts stated that a Rip and Run Printer has been included in the budget which will bring the Department up to the minimum standard to be certified. Director Hus asked why the JPA is not

taking care of the equipment improvement RFP and Chief Roberts responded that El Dorado Hills is the only department willing to prioritize communications at this time.

4. **Volunteer Stakeholders Committee (Directors Durante and Hidahl)** – No report
5. **Training Facility Committee (Directors Hartley and Durante)** – No Report. The next meeting is scheduled for July 27.
6. **Human Resources Committee (Directors Winn and Durante)** – Chief Roberts reported that the Staff is still working on a recommendation for staffing changes and succession planning to be presented to the Board when completed.

VII. OPERATIONS REPORT

- A. **Operations Report (Received and filed)** – Director Hidahl asked when the response time statistics will be available to review. Chief Roberts explained that the Department terminated the contract with Vinelight and is moving forward with Crystal Reports, but he does not anticipate it being ready until the September Board meeting. Director Hidahl asked if the JPA is interested in working on improving their response times. Chief Roberts stated that the Department is looking at a fixed-rate contract with the JPA and the potential of putting a half-time unit in service to help improve our response times because the JPA is not moving forward with providing those resources at this time. Director Hidahl requested that Staff look at the cost involved in adding another medic unit.
- B. **Review and update regarding Joint Powers Authority** – Director Hartley asked about the progress made on the distribution of the GEMT money. Chief Roberts responded that no decision has been made, however the Department is looking into obtaining a fixed rate contract, which would eliminate any further discussions on the GEMT money.
- C. **Review and approve Resolution 2015-09 confirming the report of the Fire Marshal related to cost of weed abatement and imposing such costs upon properties upon which abatement has occurred** – Chief Lilienthal reported that the Department inspected more lots this year than last year, however the amount of lots not in compliance was the same. Richard Ross, citizen, asked if the administrative time was being covered. Chief Lilienthal responded that there is a \$75 administrative charge when a lien is filed. Chief Roberts added that the Department does not expect to cover all of the administrative cost with added fees because it is a prevention project that benefits the community as a whole.

Director Hus made a motion to approve Resolution 2015-09 confirming the report of the Fire Marshal related to cost of weed abatement and imposing such costs upon properties upon which abatement has occurred, seconded by Director Durante and unanimously carried. (Roll Call: Ayes: All; Noes: None.)

- D. Review and authorize retention of Lexipol as a vendor to provide the District Policy Manual** – Chief Roberts stated that with the rapid change of California laws, the Department would like to use Lexipol to manage the policy manual and keep the staff aware of policy changes. Lexipol states that they will keep the policies up to date and minimize the Department’s liability. Director Hidahl asked if there would be any cost savings after the initial set-up and if the Board Policy Manual would need to be looked at as well. Chief Roberts responded that there will likely not be a fiscal advantage, but that there would be increased efficiency and that Lexipol would not be ideal for updating the Board Policy Manual. Director Hus asked if the Department has the bandwidth to tailor the policy manual to the El Dorado Hills Fire Department and how the personnel will be educated on the new policy manual. HR Representative Englemann responded that she will be working with the HR committee to finalize all new policies and that the employees will be assigned a review of any changes. Richard Ross, citizen, asked if Lexipol carries the liability in the policies not being up to date and HR Representative Englemann responded that she is unsure.

Director Hidahl made a motion to authorize retention of Lexipol to provide the District policy manual, seconded by Director Durante and unanimously carried.

- VIII. FISCAL ITEMS** – CFO Bair stated that the June bills are still coming in so the July financial summary will be held until the August meeting, but the check register is available for review.
- IX. NEW BUSINESS** – None
- X. OLD BUSINESS** – Director Hidahl reported that there are continual CCFD meetings to discuss how to provide fire service with the smaller underfunded departments, and presented a draft of a revised Board Policy Manual. Director Hus asked about the progress of the hiring for the Director of Finance and Chief Roberts reported that Jessica Braddock will be starting July 21.
- XI. ORAL COMMUNICATIONS**
- A. Directors** – Director Hartley asked to adjourn the meeting in honor of the death of the Marines in Tennessee. Director Hidahl announced the finalized dates for the Santa Run being December 15-19. Director Winn commended the Department for a great job on the Marion fire.
- B. Staff** – Chief Roberts reported that there were three significant structure fires in the last month and the crews did an excellent job containing the fires and minimizing the damage.

XII. ADJOURNMENT

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

The meeting adjourned at 8:39 p.m. in memory of the Marines that lost their lives in Tennessee.

Approved:

Connie Bair, Board Secretary

Barbara Winn, President

DRAFT

EL DORADO HILLS COUNTY WATER DISTRICT

SEVEN HUNDRED TWENTY SEVENTH MEETING OF THE BOARD OF DIRECTORS

Special Board Meeting
Thursday, August 6, 2015
4:30 p.m.

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

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

President Winn called the meeting to order at 4:30 p.m. and Chief Roberts led the Pledge of Allegiance. Directors in attendance: Durante, Hartley, Hidahl, and Winn. Director Hus was absent. Staff in attendance: Chief Roberts, Chief Financial Officer Bair, and Director of Finance Braddock.

II. ORAL COMMUNICATIONS

A. Public Comment – None

III. NEW BUSINESS

A. Review and approve Resolution 2015-10 allowing the County to add a \$60 per parcel assessment for the Latrobe Zone parcels to the tax rolls – CFO Bair explained that the resolution authorizes the Auditor and Controller's office to add a \$60 parcel assessment to the tax rolls this year and for all subsequent years. She added that the second document, the Attested Annual Report-2013/2014, attests to the funds collected by the special tax in 2013/2014 and details what the funds were used for. CFO Bair stated that the records are supported by the audit performed for Latrobe Fire Protection District.

Director Hidahl made a motion to approve Resolution 2015-10 allowing the County to add a \$60 per parcel assessment for the Latrobe Zone parcels to the tax rolls, seconded by Director Durante and unanimously carried. (Roll Call: Ayes: 4; Noes: None; Absent: 1-Hus.)

Chris Anaya, citizen, expressed his concern about the El Dorado Hills funds going to the Latrobe District and stated that the parcel assessment fee of \$60 is insufficient.

Director Hartley made a motion to approve the Attested Annual Report for the special tax for the Latrobe Zone for 2013/14, seconded by Director Hidahl and unanimously carried.

IV. ORAL COMMUNICATIONS

A. Directors – None

B. Staff – Chief Roberts updated the Board on the status of the current fires. CFO Bair announced that the new Director of Finance, Jessica Braddock, was in attendance for the first time at a Board meeting.

V. ADJOURNMENT

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

The meeting adjourned at 4:42 p.m.

Approved:

Connie Bair, Board Secretary

Barbara Winn, President

DRAFT

El Dorado Hills Fire Department Revenue and Expense Summary July 2015

	Preliminary Budget Fiscal Year 2015-2016	Actual Revenue Collected July 2015	Actual Revenue Collected YTD July 31 2015	Unrealized Revenues More Revenue than Expected	% of Revenue Collected
Revenue					
3240 - Tax Revenue					
3260 - Secured Tax Revenue	14,019,666			14,019,666	0.00%
3270 - Unsecured Tax Revenue				-	0.00%
3280 - Homeowners Tax Revenue				-	0.00%
3320 - Supplemental Tax Revenue	135,000			135,000	0.00%
3335 - Latrobe Tax Revenue	412,988			412,988	0.00%
3330 - Sacramento County Revenue				-	0.00%
Total 3240 - Tax Revenue	14,567,654	* See Note	-	14,567,654	0.00%
3510 - Misc. Operating Revenue					
3511 - Contributions/Prev Fees	15,000	4,016	4,016	10,984	26.77%
3512 - JPA Revenue	750,000			750,000	0.00%
3513 - Rental Income (Cell site)	24,000			24,000	0.00%
3515 - OES/Mutual Aid Reimbursement	250,000	34,007	34,007	215,993	13.60%
3520 - Interest Earned	40,000			40,000	0.00%
3510 - Misc. Operating Revenue - Other	86,000			86,000	0.00%
Total 3510 - Misc. Operating Revenue	1,165,000	38,023	38,023	1,126,977	3.26%
3550 - Development Fee					
3560 - Development Fee Revenue	1,075,000			1,075,000	0.00%
3561 - Development Fee Interest				-	0.00%
Total 3550 - Development Fee	1,075,000	* See Note	-	1,075,000	0.00%
Total Revenue	16,807,654	38,023	38,023	16,769,631	
- Transfers (Board Authorized)					
Transfer from Capital Res/Sale of Assets	789,300			789,300	0.00%
Transfer from Development Fee Reserve	433,000			433,000	0.00%
Transfer from General Reserve Fund	2,446,152			2,446,152	0.00%
Total Transfers	3,668,452		-	3,668,452	0.00%
Total Revenue and Transfers	20,476,106	38,023	38,023	20,438,083	0.19%

Notes: Tax Revenue for current month is not available. Tax Revenue collected/received in January and April. County Tax Collection Fees \$194,228.

Revenue and Expenditures should be 8.3%
Date prepared: 8/17/2015

**El Dorado Hills Fire Department
Revenue and Expense Summary
July 2015**

	Preliminary Budget Fiscal Year 2015-2016	Actual Expended July 2015	Actual Expended YTD July 31 2015	Remaining Balance Available	% of Budget Expended
Expense					
6000 · Salaries & Wages					
6001 · Salaries & Wages, Fire	5,561,288	403,414	403,414	5,157,874	7.25%
6011 · Education Pay	391,100	27,383	27,383	363,717	7.00%
6016 · Salaries & Wages, Clerical/Misc	597,226	36,664	36,664	560,562	6.14%
6017 · Volunteer Pay	115,000			115,000	0.00%
6018 · Director Pay	16,000			16,000	0.00%
6019 · Overtime					
6019.1 · Overtime, Operational	1,450,000	173,061	173,061	1,276,939	11.94%
6019.2 · Overtime, Outside Aid	250,000			250,000	0.00%
6019.3 · Overtime, JPA	100,000	6,363	6,363	93,637	6.36%
Total 6019 · Overtime	1,800,000	179,425	179,425	1,620,575	9.97%
6020 · P.E.R.S. Retirement					
6031 · Life Insurance	2,139,316	602,702	602,702	1,536,614	28.17%
6032 · P.E.R.S. Health Benefits	6,320	448	448	5,872	7.10%
6033 · Disability Insurance	1,392,135	102,353	102,353	1,289,782	7.35%
6034 · Health Cost of Retirees	14,040	1,073	1,073	12,968	7.64%
6040 · Dental/Vision Expense	746,000	337,162	337,162	408,838	45.20%
6050 · Unemployment Insurance	163,400	9,319	9,319	154,081	5.70%
6060 · Vacation & Sick Expense Reserve	16,904	439	439	16,465	2.60%
6070 · Medicare	50,000	7,140	7,140	42,860	14.28%
	126,069	9,575	9,575	116,494	7.60%
Total 6000 · Salaries & Wages	13,134,798	1,717,096	1,717,096	11,417,702	13.07%
6100 · Clothing & Personal Supplies					
6100 · Clothing & Personal Supplies	77,900	15,308	15,308	62,592	19.65%
6110 · Communications					
6111 · Business Phones	64,740	4,771	4,771	59,969	7.37%
6112 · Dispatch Services	108,700			108,700	0.00%
Total 6110 · Communications	173,440	4,771	4,771	168,669	2.75%

Revenue and Expenditures should be 8.3%

Date prepared: 8/17/2015

**El Dorado Hills Fire Department
Revenue and Expense Summary
July 2015**

	Preliminary Budget Fiscal Year 2015-2016	Actual Expended July 2015	Actual Expended YTD July 31 2015	Remaining Balance Available	% of Budget Expended
6120 · Housekeeping	23,300	1,906	1,906	21,394	8.18%
6130 · Insurance					
6131 · General Insurance (Annual)	62,000			62,000	0.00%
6132 · Workers Compensation	743,956	55,515	55,515	688,441	7.46%
Total 6130 · Insurance	805,956	55,515	55,515	750,441	6.89%
6140 · Maintenance of Equipment					
6141 · Tires	15,000	6,254	6,254	8,746	41.69%
6142 · Parts & Supplies	10,000	58	58	9,942	0.58%
6143 · Outside Work	110,500	1,269	1,269	109,231	1.15%
6144 · Equipment Maintenance	142,950	6,262	6,262	136,688	4.38%
6145 · Radio Maintenance	5,700	79	79	5,621	1.39%
Total 6140 · Maintenance of Equipment	284,150	13,921	13,921	270,229	4.90%
6150 · Maintenance, Structures & Ground	99,310	7,248	7,248	92,062	7.30%
6160 · Medical Supplies				-	0.00%
6161 · Medical Supplies	3,900			3,900	0.00%
Total 6160 · Medical Supplies	3,900	-	-	3,900	0.00%
6170 · Dues and Subscriptions	9,110	5,076	5,076	4,034	55.72%
6180 · Miscellaneous					
6181 · Miscellaneous	4,000	225	225	3,775	5.63%
6182 · Honor Guard	4,000			4,000	0.00%
6183 · Explorer Program	1,500			1,500	0.00%
6183 · Pipes and Drums	3,000			3,000	0.00%
Total 6180 · Miscellaneous	12,500	225	225	12,275	1.80%
6190 · Office Supplies	20,850	1,253	1,253	19,597	6.01%

Revenue and Expenditures should be 8.3%
Date prepared: 8/17/2015

**El Dorado Hills Fire Department
Revenue and Expense Summary
July 2015**

	Preliminary Budget Fiscal Year 2015-2016	Actual Expended July 2015	Actual Expended YTD July 31 2015	Remaining Balance Available	% of Budget Expended
6200 · Professional Services					
6201 · Audit	10,500			10,500	0.00%
6202 · Legal	120,000			120,000	0.00%
6203 · Notices	3,500			3,500	0.00%
6204 · Misc.	393,020	20,198	20,198	372,822	5.14%
6205 · Elections/Tax Administration	1,000			1,000	0.00%
Total 6200 · Professional Services	528,020	20,198	20,198	507,822	3.83%
6220 · Rents and Leases - Buildings	63,522	4,511	4,511	59,011	7.10%
6230 · Small Tools and Supplies	57,300	595	595	56,705	1.04%
6240 · Special Expenses					
6241 · Training	90,500	11,181	11,181	79,319	12.36%
6242 · Fire Prevention	13,250	166	166	13,084	1.26%
6243 · Licenses	1,000			1,000	0.00%
6244 · Directors' Training & Travel	3,000			3,000	0.00%
Total 6240 · Special Expenses	107,750	11,347	11,347	96,403	10.53%
6250 · Transportation and Travel					
6251 · Fuel and Oil	80,000	4,754	4,754	75,246	5.94%
6252 · Travel	20,000	629	629	19,371	3.15%
6253 · Meals & Refreshments	20,000	1,615	1,615	18,385	8.08%
Total 6250 · Transportation and Travel	120,000	6,998	6,998	113,002	5.83%
6260 · Utilities					
6261 · Electricity	60,000			60,000	0.00%
6262 · Natural Gas/Propane	25,000			25,000	0.00%
6263 · Water/Sewer	14,000			14,000	0.00%
Total 6260 · Utilities	99,000	-	-	99,000	0.00%
6720 · Fixed Assets	3,655,300	545,512	545,512	3,109,788	14.92%
6999 · Contingencies	1,200,000	-	-	1,200,000	0.00%
Total Budget and Expenses	20,476,106	2,411,482	2,411,482	18,064,624	11.78%
Net Revenue/Expenses Over/Short +/-	0	(2,373,459)	(2,373,459)		

Revenue and Expenditures should be 8.3%
Date prepared: 8/17/2015

El Dorado Hills Fire Department

8/17/2015 11:19 AM

Register: 1000 · Bank of America

From 07/01/2015 through 07/31/2015

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
07/01/2015		Transfer from LAIF	1074 · Local Agency I...	Confirm #1471...			1,000,000.00	1,501,722.38
07/01/2015	EFT	CalPERS	-split-		481,699.00			1,020,023.38
07/01/2015	18333	DC Management, LLC	6220 · Rents and Leas...		4,351.78			1,015,671.60
07/01/2015	18334	CA Assoc. of Profess...	6000 · Salaries & Wag...		1,072.50			1,014,599.10
07/01/2015	18335	Managed Health Net...	6200 · Professional Se...		890.15			1,013,708.95
07/01/2015	18336	Standard Insurance Co.	6000 · Salaries & Wag...	Life Insurance	448.40			1,013,260.55
07/01/2015	18337	El Dorado County Fi...	6170 · Dues and Subsc...		75.00			1,013,185.55
07/01/2015	18338	El Dorado Hills Busi...	-split-		3,327.36			1,009,858.19
07/01/2015	18339	Fire Districts Associ...	6170 · Dues and Subsc...		550.00			1,009,308.19
07/01/2015	18340	Gary Pertle	6150 · Maintenance,St...		4,450.00			1,004,858.19
07/01/2015	18341	International Assn. o...	6170 · Dues and Subsc...	Annual Member	254.00			1,004,604.19
07/01/2015	18342	State Compensation ...	6130 · Insurance:6132 ...	Workers Comp	55,515.42			949,088.77
07/01/2015	18345	Brad Ballenger	6000 · Salaries & Wag...		92.00			948,996.77
07/01/2015	18346	James Davidson	6000 · Salaries & Wag...		303.00			948,693.77
07/01/2015	18347	David Kennedy	6000 · Salaries & Wag...		100.00			948,593.77
07/01/2015	18348	John Niehues	6000 · Salaries & Wag...		150.00			948,443.77
07/01/2015	18349	James O'Camb	6000 · Salaries & Wag...		37.00			948,406.77
07/01/2015	18350	Dwight Piper	6000 · Salaries & Wag...		150.00			948,256.77
07/01/2015	18351	Frederick Russell	6000 · Salaries & Wag...		150.00			948,106.77
07/01/2015	18352	Angelica Silveira	6000 · Salaries & Wag...		150.00			947,956.77
07/01/2015	18353	Carol Caughey	6000 · Salaries & Wag...		150.00			947,806.77
07/02/2015	EFT	P.E.R.S. Health	-split-	Health Benefit...	139,514.66			808,292.11
07/02/2015	18343	CalPERS (OPEB Pre...	6000 · Salaries & Wag...		300,000.00			508,292.11
07/08/2015		Transfer from LAIF	1074 · Local Agency I...	Confirm #1471...			500,000.00	1,008,292.11
07/09/2015	PR15-7-1	Payroll - Taxes	2021 · Federal Tax Wi...	Taxes	91,938.23			916,353.88
07/09/2015	PR15-7-1	Payroll - Direct Dep...	2021 · Federal Tax Wi...	Direct Deposit	247,780.97			668,572.91
07/16/2015	EFT	Nationwide Retirem...	-split-		18,583.63			649,989.28
07/16/2015	EFT	P.E.R.S. ING	-split-	PR15-7-1 Conf...	4,250.82			645,738.46
07/16/2015	EFT	U.S. Bank Telepay	2010 · Accounts Payable	Confirmed 134...	13,375.22			632,363.24
07/17/2015	18354	Wells Fargo Bank	2026 · EDH Associate...	Payroll Deduct...	2,215.20			630,148.04
07/17/2015	18355	Mike Roppolo	6250 · Transportation ...		32.00			630,116.04
07/17/2015	18356	Advantage Gear, Inc.	6100 · Clothing & Per...		221.40			629,894.64
07/17/2015	18357	Air Exchange	6150 · Maintenance,St...		99.92			629,794.72
07/17/2015	18358	Appliance Company	6150 · Maintenance,St...		177.30			629,617.42
07/17/2015	18359	APPTIX Inc.	-split-		1,742.55			627,874.87
07/17/2015	18360	AT&T (CALNET 2)	-split-		575.38			627,299.49
07/17/2015	18361	Best Best & Krieger	2010 · Accounts Payable		5,989.60			621,309.89
07/17/2015	18362	Cisco Air Systems Inc.	6150 · Maintenance,St...		514.00			620,795.89
07/17/2015	18363	Costco	2010 · Accounts Payable		2,088.58			618,707.31

El Dorado Hills Fire Department

8/17/2015 11:19 AM

Register: 1000 · Bank of America

From 07/01/2015 through 07/31/2015

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
07/17/2015	18364	Churchll's Hardware ...	2010 · Accounts Payable		27.93			618,679.38
07/17/2015	18365	El Dorado Disposal ...	6120 · Housekeeping	Garbage	104.73			618,574.65
07/17/2015	18367	FYI Telecommunicat...	6140 · Maintenance of...		555.00			618,019.65
07/17/2015	18368	Hefner, Stark & Mar...	2010 · Accounts Payable	Legal Services	29,472.90			588,546.75
07/17/2015	18369	Kaiser Foundation H...	6200 · Professional Se...		65.00			588,481.75
07/17/2015	18370	Motorola Solutions Inc	6140 · Maintenance of...		79.17			588,402.58
07/17/2015	18371	Mountain Democrat	2010 · Accounts Payable		40.90			588,361.68
07/17/2015	18372	P. G. & E.	-split-	Sta 84, 85, 86, ...	5,383.63			582,978.05
07/17/2015	18373	Public Retirement Jo...	6170 · Dues and Subsc...		195.00			582,783.05
07/17/2015	18374	Rescue Fire Departm...	6200 · Professional Se...		16,000.00			566,783.05
07/17/2015	18375	S W Allen Construct...	6720 · Fixed Assets		545,512.00			21,271.05
07/17/2015	18376	Suds Car Wash, Inc.	2010 · Accounts Payable		124.11			21,146.94
07/17/2015	18377	Target Safety	-split-		9,477.00			11,669.94
07/17/2015	18378	Tri-Signal Integratio...	6150 · Maintenance,St...		575.00			11,094.94
07/17/2015	18379	Verizon Wireless	-split-		3,195.76			7,899.18
07/17/2015	18380	Warren Consulting E...	2010 · Accounts Payable		1,237.50			6,661.68
07/20/2015		Transfer from LAIF	1074 · Local Agency I...	Confirm #1474...			1,000,000.00	1,006,661.68
07/20/2015	18366	El Dorado Hills Firef...	2010 · Accounts Payable		12,000.00			994,661.68
07/21/2015	EFT	P.E.R.S. Retirement	-split-	Conf #1000580...	59,324.08			935,337.60
07/21/2015	EFT	P.E.R.S. Retirement ...	6000 · Salaries & Wag...	Conf# 1000580...	549.48			934,788.12
07/21/2015	EFT	P.E.R.S. Retirement ...	6000 · Salaries & Wag...	Conf# 1000580...	3,023.77			931,764.35
07/21/2015	EFT	P.E.R.S. Retirement ...	6000 · Salaries & Wag...	Conf# 1000580...	4,581.50			927,182.85
07/21/2015	EFT	P.E.R.S. Retirement ...	6000 · Salaries & Wag...	Conf# 1000580...	2,064.37			925,118.48
07/21/2015	EFT	Business Card	6190 · Office Supplies	Auth Rep Conf...	54.52			925,063.96
07/22/2015		Deposit	-split-	Deposit			16,282.00	941,345.96
07/22/2015		Deposit	-split-	Deposit			4,016.30	945,362.26
07/23/2015	18381	Apparatus Equipmen...	2010 · Accounts Payable	VOID:		X		945,362.26
07/23/2015	18382	Young CDJR	2010 · Accounts Payable		42,822.00			902,540.26
07/23/2015	18383	Apparatus Equipmen...	2010 · Accounts Payable		95,675.00			806,865.26
07/23/2015	18384	Chase Bank	2029 · Other Payable	Pipes & Drums	450.00			806,415.26
07/23/2015	18385	Wells Fargo Bank	2026 · EDH Associate...	Payroll Deduct...	2,215.20			804,200.06
07/23/2015	18386	All Clean Commerci...	6120 · Housekeeping		688.00			803,512.06
07/23/2015	18387	Betz Landscaping, Inc	2015 · Weed Abateme...		11,405.00			792,107.06
07/23/2015	18388	Carbon Copy, Inc	-split-		91.67			792,015.39
07/23/2015	18389	Cooperative Personn...	2010 · Accounts Payable		500.00			791,515.39
07/23/2015	18390	Doug Veerkamp	-split-		1,268.76			790,246.63
07/23/2015	18391	East Bay Tire Co.	6140 · Maintenance of...		6,253.82			783,992.81
07/23/2015	18392	FYI Telecommunicat...	6140 · Maintenance of...		174.88			783,817.93
07/23/2015	18393	El Dorado Hills Rota...	-split-		150.00			783,667.93

El Dorado Hills Fire Department

8/17/2015 11:19 AM

Register: 1000 · Bank of America

From 07/01/2015 through 07/31/2015

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
07/23/2015	18394	Economic & Plannin...	2010 · Accounts Payable		757.50		782,910.43
07/23/2015	18395	InterState Oil Compa...	-split-		4,300.30		778,610.13
07/23/2015	18396	Interwest Consulting...	2010 · Accounts Payable		360.00		778,250.13
07/23/2015	18397	National Garage Doo...	6150 · Maintenance,St...		566.40		777,683.73
07/23/2015	18398	Norcal Janitorial Sup...	6120 · Housekeeping		1,113.70		776,570.03
07/23/2015	18399	Project Leadership A...	-split-		5,542.52		771,027.51
07/23/2015	18400	Reibes Auto Parts	2010 · Accounts Payable		5.36		771,022.15
07/23/2015	18401	State Board of Equal...	2010 · Accounts Payable		331.43		770,690.72
07/23/2015	18402	Triangle Well Drilling	6150 · Maintenance,St...		107.50		770,583.22
07/23/2015	PR15-7-2	Payroll - Taxes	2021 · Federal Tax Wi...	Taxes	64,005.33		706,577.89
07/23/2015	PR15-7-2	Payroll - Direct Dep...	2021 · Federal Tax Wi...	Direct Deposit	205,208.04		501,369.85
07/23/2015	PR15-7-2	Payroll - Checks	2021 · Federal Tax Wi...	Payroll Check ...	2,489.19		498,880.66
07/23/2015	PR15-7-2	Payroll - Checks	2021 · Federal Tax Wi...	Payroll Check ...	149.61		498,731.05
07/24/2015	EFT	P.E.R.S. ING	-split-	PR15-7- 2 Con...	4,250.82		494,480.23
07/24/2015	EFT	ADP (FSA Service C...	6200 · Professional Se...		90.42		494,389.81
07/27/2015	EFT	Nationwide Retirem...	-split-		18,673.63		475,716.18
07/29/2015	18404	Department of Finance	6200 · Professional Se...		250.00		475,466.18
07/30/2015	EFT	Employment Develo...	2029 · Other Payable	Conf#1-281-14...	792.36		474,673.82
07/30/2015	EFT	P.E.R.S. Retirement	-split-	Conf #1000585...	62,462.58		412,211.24
07/30/2015	EFT	P.E.R.S. Retirement ...	6000 · Salaries & Wag...	Conf# 1000585...	549.48		411,661.76
07/30/2015	EFT	P.E.R.S. Retirement ...	6000 · Salaries & Wag...	Conf# 1000585...	3,077.01		408,584.75
07/30/2015	EFT	P.E.R.S. Retirement ...	6000 · Salaries & Wag...	Conf# 1000585...	5,148.95		403,435.80
07/30/2015	EFT	P.E.R.S. Retirement ...	6000 · Salaries & Wag...	Conf# 1000585...	2,265.70		401,170.10
07/31/2015		Deposit	1110 · Accounts Recei...	Deposit		2,719.76	403,889.86
07/31/2015	EFT	ADP	6200 · Professional Se...		313.89		403,575.97

Payment for Station 84 Building Project

Summary

The Building Committee approved the twelfth payment to S W Allen Construction Inc. for Station 84 in the amount of \$631,385.

Fiscal Impact

S W Allen Construction Inc.
Payment 12 – \$631,385

Recommendation

Staff recommends ratifying this payment to S W Allen Construction, Inc.



4777 Auburn Blvd., Suite 100
 Sacramento, CA 95841
 (916) 344-2099
 FAX (916) 344-0307
 Lic. 646649

Application For Payment

Detailed, Grouped by Each Number

El Dorado Hills Fire Station #84		Project # 14-08	
2180 Francisco Dr., El Dorado Hills, CA 95762		Tel: Fax:	
Application Date: 7/24/2015	Contract No: 01	Application No: 012	
To Owner: El Dorado Hills County Water District 1050 Wilson Blvd. El Dorado Hills, CA 95762	From Contractor: S W Allen Construction Inc 4777 Auburn Blvd., Ste. 100 Sacramento, CA 95841	Via Architect: Calpo Horn & Dong Architects 2120 20th St., Ste. One Sacramento, CA 95818	
Contract For:	Period Number: 12	Period To: 7/31/2015	

Application For Payment Summary

1. Original Contract Value.....	4,923,715
2. Net Change by Change Orders.....	(37,126)
3. Contract Value To Date.....	4,886,589
4. Total Completed Stored To Date.....	4,300,860
5. Completed Work Retainage.....	215,043
6. Stored Material Retainage.....	0
7. Total Retainage.....	215,043
8. Total Earned Less Retainage.....	4,085,817
9. Less Previous Certificates For Payment.....	3,454,432
10. Current Payment Due.....	631,385
11. Balance To Finish, Including Retainage.....	800,772

Change Order Summary	Additions	Deductions
Total changes in previous months	45,375	82,501
Total approved this month	0	0
Totals	45,375	82,501
Net Changes by Change Order	(37,126)	

Contractor Signature:
 By: Date: 7/30/15
Amount Certified: \$ 631,385.00
Architect Signature:
 By: Date: 8/1/15
Owner Signature:
 By: Date: 8/4/2015
Notary Signature: (see attached)
 By: _____ Date: _____

John 8/4/15
BM 8/4/15

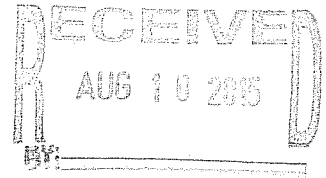
August 20, 2015



4777 Auburn Blvd., Suite 100
Sacramento, CA 95841
(916) 344-2098
FAX (916) 344-0307
Lic. 646849

8/05/15

Barbara Winn
President, Board of Directors
El Dorado Hills County Water District
1050 Wilson Blvd
El Dorado Hills, CA 95762



RE: El Dorado Hills Fire Station #84
Time Extension

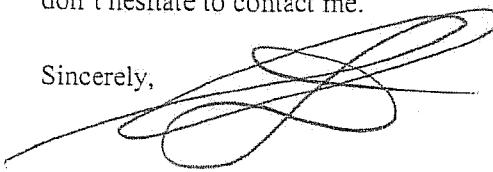
Dear Ms. Winn

I would first like to state that we appreciate the great working environment that the Eldorado Hills Fire Dept./El Dorado Hills County Water District has facilitated. The last year has been a great experience. We have all worked diligently to provide you with a great product in a timely manner. We want to continue that relationship.

On May, 28 2015 S W Allen Construction Inc was issued a stop work order by the El Dorado Fire Dept. for the Apparatus Bay. This meant that all work was to halt in that area. We were able to keep up with the schedule in the areas we were permitted to work. The stop work order was then lifted on June, 23. We lost 26 calendar days of production in that area. At the time we did not feel this would impact the overall schedule, but it quickly became the critical path. It created a bottle neck. We can only put so many trades working in that area at one time. We did everything in our power to make up the time but unfortunately we were unsuccessful. We are requesting that an additional 14 days be added to our contract. This will allow us to complete the project in the month of August and turn over a product everybody can be proud of. We are only asking for approx 2/3 of the time we lost and we will be substantially complete on or before August 31st. In addition, please be aware that there may be a cost impact related to the delay.

We look forward to bringing this issue to a close. If you have any questions or comments please don't hesitate to contact me.

Sincerely,



Stephen W. Allen
President and Project Manager

Cc: Ben Cowles, El Dorado Hills Fire Dept.
John Johnston, El Dorado Hills Fire Dept.
Fred Russellm , FDC Consultants
Dennis Dong, Calpo Hom & Dong
Ben Hexom, S W Allen Construction
Rob Champlin, S W Allen Construction
SWACI File 14-08

Organizational Changes and Approved Positions

Summary:

In 2010, in order to weather the financial downturn while operating within our available revenue and keeping all of our stations staffed and open, the organization made significant concessions including reducing the Administrative staff by 45 percent. Since that time, we have tripled the size of our District, taken on a massive administrative, operational and fire prevention workload and added two additional stations (91 & 83) along with related personnel responsibilities. During this time, the only increase in administrative positions has been three Shift Battalion Chiefs. The Shift Battalion Chiefs are operationally critical to our organization, but because of schedules and shift responsibilities, these three positions combined equate to less than one Administrative Chief. In a collaborative effort, the Board's Admin and HR Committees, Fire Department Administration, Firefighters and Volunteers formulated a list of gaps and threats within our organizational structure and looked at ways to mitigate those concerns through the most efficient means possible. The attached presentation speaks to those concerns and outlines our solution for the future.

The new organizational chart depicts the addition of one new position (Operations Deputy Chief), fills one position that has already been approved (Ops Assistant), changes the Fire Marshal position to non-safety, reassigns one Admin Assistant to support the Finance Director and Board, and increases the Ambulance Paramedic Firefighter pay scale. These changes will widely expand our administrative and operational capabilities, filling the identified gaps and weaknesses and allowing us to better serve our internal customers and provide the administrative focus to stay ahead of external demands and pressures necessary to navigate successfully within the County in the future. Additionally, the change to the Paramedic Firefighter (Ambulance) pay scale will increase our ability to attract and retain qualified personnel which is critical as we enter into an extensive entry level hiring process. This new pay scale will still be well under the cap as provided by the JPA and therefore, there will be no cost to EDHFD related to this increase.

Fiscal Impact:

While there are some cost savings resulting from the elimination of the contracted HR position and significant savings to be gained by going to a non-safety Fire Marshal, there are additional costs related to filling an open position (Ops Assistant) and creating a new position (Operations Deputy Chief). These changes have been incorporated into the net cost below. The following employee costs will need to be added to the final budget:

- Net Cost For New Positions/Position Changes \$260,000

Current Paramedic Firefighter Pay Scale

	Step 1	Step 2	Step 3
Hourly	\$19.95	\$20.95	\$22.00
Monthly	\$4,841	\$5,084	\$5,339
Annual	\$58,092	\$61,008	\$64,068

Proposed Paramedic Firefighter (FFP-1) Pay Scale

	Step 1	Step 2	Step 3
Hourly	\$22.12	\$23.23	\$24.39
Monthly	\$5,368	\$5,637	\$5,919
Annual	\$64,422	\$67,642	\$71,025

Note:

1. The current rules that apply to the Paramedic Firefighter positions will still apply to the proposed Firefighter Paramedic – 1 (FFP-1) position.
2. No change to the current Firefighter Paramedic position - (FFP-2).
3. The final budget will need to be adjusted but the net cost for this increase will be zero to EDHFD because we will still be well below the JPA approved cap for our six ambulance positions.

Recommendation:

With the projected budget anticipating a 5 percent increase in tax revenue, and the actual now closer to 9.4 percent giving us \$440,000 more than anticipated staff recommends the approval of this new organizational structure including the creation/change to the approved positions list. Staff also recommends the increase to the Paramedic Firefighter (Ambulance – Entry Level – FFP-1) pay scale.

El Dorado Hills Fire Dept. Organization & Succession

Proposed Changes – 2015 – 2016

Dave Roberts – Fire Chief

Issues

Succession Planning – Significant Retirements Around the Corner...

Since We Cut Admin By 45% in 2010 We Have Tripled The Size of our District & Added Two Stations – Station 91/Rescue 83

- No significant increase in administration (3 Shift BC's = less than 1 Admin Chief)

No Dedicated 40 Hour Training Coordinator or Volunteer Coordinator (Currently Handled By Shift BC's)

Shift BC's Overloaded With Administrative Work

Admin Chief's Overloaded (Fire Prevention – OFF THE CHARTS!)

Need For More Administrative Focus on EMS – 80% to 85% of Calls

Need For More Operational Support – Extremely Busy With Admin Stuff...

Lack of Day Time Volunteer Response Creates a Need for Staffing Flexibility – Backup Ambulance, Air Unit, Water Tender, Etc.

Difficulty Attracting and Retaining Personnel at the Paramedic Firefighter Positions – Lower than rest of County and surrounding areas.

Finance / Payroll – No Depth

Potential Retirement Impact

RETIREMENTS 1 Year:

- AJ Moreno – Battalion Chief
- Brian Bresnahan - Captain
- Jen0 Inzerillo – Firefighter Paramedic – Medical Retirement
- Allan Orr – Operations Support
- Sandy Sanders – Admin Assistant

RETIREMENTS 3 Year:

- Dave Roberts – Fire Chief
- Tom Keating – Deputy Chief
- Chris Storz - Captain
- Russ Hasemeier - Captain
- Hank Ferlini - Captain
- John Zellhoefer - Captain

RETIREMENTS 5 Year:

- Tom Anselmo - Captain
- Phil Wesson - Engineer

Admin / Ops Chief – Solution

Add Deputy Chief Operations Position

- Allows for succession planning, and the split of responsibilities between – Operations and Administrative/HR Duties.

Deputy Chief – Admin (Current Chief Keating)

- HR – Issues handled by; EAP – Chain of Command – Grievance – Board.
 - Investigations, Employment Law Counsel.
- Prevention Oversight.
- Lexipol (Policy) Oversight.
- Office Oversight.
- Assist Fire Chief with EDH and County Administrative Issues and Requirements. (Many)
 - County Chief's Association, JPA, Communications, CCFD, El Dorado County Board of Supervisors, Automatic and Mutual Aid Agreements, OES, etc.

Deputy Chief – Operations.

- Staffing Oversight
- Battalion Chief /Shift Oversight.
- Training/EMS/Volunteer Oversight. (With Assistant)

Ops Support – Solution

Add Back 40 Hour Operations Support Person...

(This is an approved position that is currently the admin Captain assigned to Station 91)

- Assists Operations Deputy Chief With;
 - Training
 - EMS – (48 Paramedics)
 - Volunteer Program Support
 - Community Risk Assessment and Standards of Cover Documents Oversight.
 - Telestaff (Daily Primary Staffer)
 - Target Solutions (Training Program)
 - Capable of staffing and responding the backup medic unit, air unit, and water tender during draw down or critical need during 8-5 hours.
- This position can be filled by Firefighter Paramedic, Engineer Paramedic, or Captain Paramedic and is a safety position... Qualifications will be identified, and a selection process will be required for selection of qualified individual .

Finance / Payroll Depth - Solution

Assign Admin Assistant Directly to Finance to Work with Finance Director.

- Specifically critical for payroll & bill payment in absence of Finance Director.
- Critical backup for Department.
- Responsible for Board Minutes, Notices, Agendas etc.

This is a reassignment and NOT a new position...

Fire Marshal (Non-Safety) Solution

Create New Fire Marshal – Non-Safety Position.

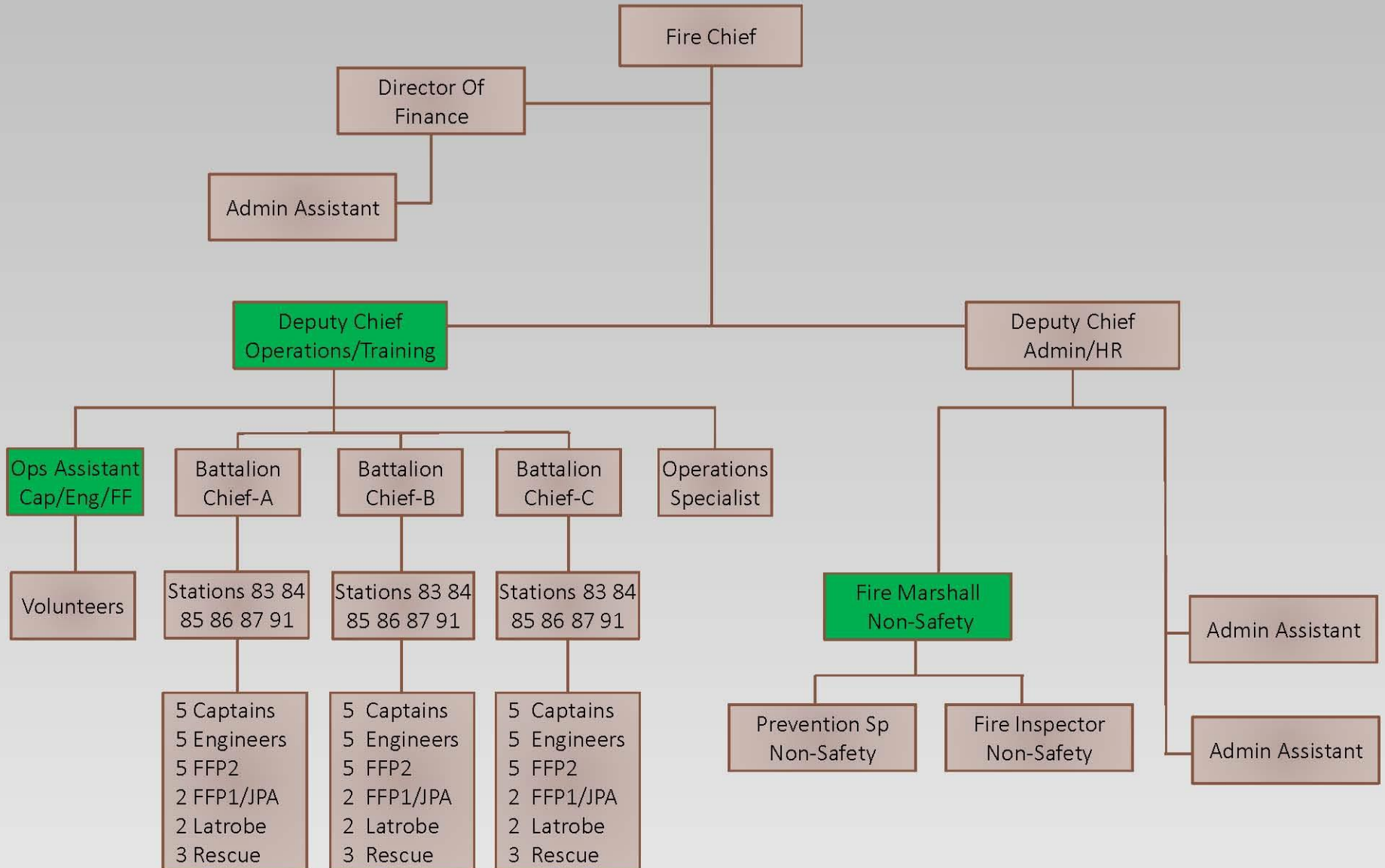
- Saves significant money in PERS and Work Comp.
- Gives Career Path to Valuable Employee(s) Not Interested in Safety Positions.
- Allows for Focus on Technical Aspects of Job.
- Provides a stable long term staffing solution to this position – preferred by business customers

Hiring and Retention FFP Position - Solution

Create New Classification Changing Paramedic Firefighters (JPA Employees) to Firefighter Paramedic 1.

- Pay scale for FFP – 1 to be a three step scale, and while it will be an increase in pay for these six individuals the scale will be well under the cap approved by JPA and 5% lower than Firefighter 2 Step 1 – No cost to district!
- Current Firefighter Paramedic positions will be reclassified to FFP – 2. No change in Pay or Step.
- New safety employees will come into organization at FFP – 1 scale and will be capable of testing/interviewing for FFP – 2 positions when they become available.
- Allows for better flexibility for filling spots as needed.
- **This allows us to be more competitive in the hiring process, and will better position our organization to retain employees once hired.**

El Dorado Hills Fire Department



Cost of New Organization

Savings and Costs

Additional Costs For New Positions After Savings - \$259,066

Increase in Revenue From Budgeted Amount - \$440,000

- Projected / Budgeted 5%
- Actual 9.4%

Priority

1. Latrobe Staffing
 - Immediate Staffing Solution - Promote 2nd Latrobe Captain, and promote two Engineers – 40 Hour Week.
 - After SOC completed determine best station location.
 - Move to 24/7 2/o staffing (one Captain and one Engineer per shift) once housing issue resolved – Would require the promotion of one additional Captain and one additional Engineer.
2. Org Chart Change – Additional Positions Approved.
3. Community Risk Assessment, Standards of Cover, Training Facility, CIP and Nexus.
4. Firefighter Hiring – Wage and Benefit Change To FFP – 1.
 - Need to hire eight (8) - Mini Academy.
5. Lexipol Policy Manual Change.
6. Rescue FPD Annexation.

EL DORADO HILLS COUNTY WATER DISTRICT
REQUEST FOR PROPOSALS
FIRE IMPACT FEE NEXUS STUDY

DRAFT

NOTICE IS HEREBY GIVEN that the El Dorado Hills County Water District (hereinafter, "District") is seeking proposals for a FIRE IMPACT FEE NEXUS STUDY (HEREINAFTER "Project"), and will receive proposals in the District Office, Station 85, 1050 Wilson Way, El Dorado Hills, CA, 95762, up to the hour of 4:00 p.m., on September ____, 2015.

The services to be performed by the successful proposer are described in this Request for Proposal (hereinafter "RFP"). The general scope of services includes providing all professional services necessary to prepare an updated analysis of the District's existing and anticipated development impact fees, including all necessary supporting documentation, in accordance with the Mitigation Fee Act (California Government Code sections 66000, *et seq.*, also known as AB 1600).

Development Impact Fees for Fire Equipment and Facilities were developed by the District and imposed since 1988.

Proposals shall be submitted and clearly marked as follows: "SEALED PROPOSAL FOR FIRE IMPACT FEE NEXUS STUDY – DO NOT OPEN WITH REGULAR MAIL – ATTENTION: FIRE CHIEF".

All responsive proposals will be reviewed and evaluated by the District in order to determine which proposal best meets the District's needs for this Project by demonstrating the competence and professional qualifications necessary for the satisfactory performance of the required services. The criteria by which the District shall evaluate proposals are set forth in the RFP.

The District reserves the right to reject any and all proposals or waive any irregularities in any proposal or the proposal process.

David Roberts, Fire Chief

Dated: _____

**REQUEST FOR PROPOSALS
AND PRICE ESTIMATE
AB 1600 ANALYSIS
FOR THE EL DORADO HILLS COUNTY WATER DISTRICT
FIRE IMPACT FEE NEXUS STUDY**

Introduction

The El Dorado Hills County Water District (“District”) is requesting proposals for qualified AB 1600 consultants to conduct a comprehensive update to the Fire Department’s Development Impact Fee. The study will include recommendations to update the District’s Development Impact Fees (“Fees”). The intent of the process is to independently assess and evaluate the District’s existing Fees and provide a fair and reasonable fee structure in compliance with AB 1600. The proposed Fee structure shall adequately fund each identified component for new development’s share of the capital costs of necessary community assets. The District intends to award a contract to a consultant that has a history of successfully performing these services on similar studies.

The study will be based on a comprehensive review of the District’s facilities and equipment needs. Budget documents, capital improvement program (“CIP”), the Master Facilities Plan future planned growth, current legislation (including AB 1600) and other information deemed necessary will be available for inspection. The results of this study and the resulting proposed Fees will provide the foundation for AB 1600 Development Impact Fees for the next five (5) to ten (10) years.

Background

The District last updated its Fee Study in 2013, utilizing District personnel and retained Consultants.

1. **DELIVERY OF PROPOSALS.** It is the Proposer’s responsibility alone to ensure that the proposal is received by the District, addressed to the District Office, Station 85, 1050 Wilson Way, El Dorado Hills, CA 95762, prior to the hour and date for the opening of proposals specified in the Notice of Request for Proposals. Any proposals received after that hour and date shall be returned unopened.

2. **FORMAT OF PROPOSALS.** All proposals shall be typewritten or printed in ink clearly and legibly, in conformance with the Request For Proposals and submitted in a sealed envelope plainly marked on the outside: **“SEALED PROOSAL FOR THE FIRE IMPACT FEE NEXUS STUDY PROJECT – DO NOT OPEN WITH REGULAR MAIL – ATTENTION: FIRE CHIEF.”**

3. **QUALITY OF PROPOSAL.** Unnecessarily elaborate or glossy proposals are neither expected nor desired. The emphasis of the proposal should be on responding to the requirements set forth in this RFP.

4. **CONTENTS OF PROPOSAL.** The Proposer shall include in its proposal, at a minimum, the following information presented in a clear and concise format, in order to demonstrate the Proposer's competence and professional qualification for the satisfactory performance of the services outlined in the "Scope of Services".

4.1 A list of the most recent projects for which the Proposer has performed similar services of the similar size, scope and complexity. This list should focus on studies performed by the Proposer in which there is an analysis of the nexus between new development and the need for new and/or expanded facilities. (See Government Code sections 66000, *et seq.*) This list shall include the name, contact person, address, and phone number of each party for whom the service was provided, as well as a description of the service performed, the dollar amount of the contract, and the date of performance.

4.2 A list of the Proposer's principals, employees, agents, and subconsultants which the proposer anticipates assigning to this Project, with the corresponding hourly rates of each. This list shall include a summary of the qualifications, licenses, and experience of each individual, the approximate number of hours each will devote to the Project; and the type of work to be performed by each individual. The District will retain under its agreement with the successful Proposer the right of approval of all persons performing under the agreement.

4.3 A detailed description of the methods by which the Proposer intends to perform the work set forth in the Scope of Services. The description shall include, at a minimum, the following items.

4.3.1 A performance and cost schedule for all services necessary to complete this Project. The proposal should specify the major components, the cost breakdown by major component or phase, and the expected time of completion for each component based on the scope of services outlined in the proposal.

4.3.2 A total proposed "Not to Exceed" costs of the services, including a Fee Schedule describing all charges and hourly rates for services.

4.3.3 Proposed terms for an agreement by which the work shall be performed.

4.4 A statement which discloses any past ongoing or potential conflicts of interest which the CONSULTANT may have as a result of performing the work for this Project.

4.5 A copy of an insurance certificate, or a letter of intent to provide insurance from the issuing company (including a description of types of coverage and dollar amount limits) may be favorably considered.

4.6 The proposal must be signed by an authorized representative of the Proposer.

5. **INTERPRETATIONS OF THE REQUEST FOR PROPOSALS.** If the Proposer is in doubt as to the meaning of any part of the RFP, or finds discrepancies in or omissions from the RFP, the Proposer shall submit to the District a written request for an interpretation or clarification prior to the time for opening the proposals. The Proposer shall be responsible for the prompt delivery of the request. The District shall not be responsible for any explanation or

interpretations of the RFP other than by written addendum delivered to each Proposer. No oral interpretations of any provision in the RFP shall be binding upon the District.

6. **REVIEW OF PROPOSALS.** After the proposals are received and opened by the District, the District shall review and evaluate all proposals for responsiveness to the RFP in order to determine whether the Proposer possesses the professional qualifications necessary for the satisfactory performance of the services required. The District shall also investigate qualifications of all Proposers to whom the award is contemplated, and the District may request clarifications of proposals directly from one or more Proposers. It is anticipated that this review period will last up to approximately thirty (30) days. In reviewing the proposal, the District may consider the following:

6.1 The experience and past performance of the Proposer and its agents, employees, and subconsultant in completing projects of a similar type, size, and complexity. The District may consider Proposer's timely and accurate completion of similar projects within budget.

6.2 The feasibility of the proposal based upon the performance and cost schedules, and the methodology to be used by the Proposer.

6.3 Proposer's understanding of the work to be completed based upon the clarity of the proposal and responsiveness to this Request for Proposal.

6.4 Proposer's proposed language for the Professional Services Agreement.

7. **AWARD OF AGREEMENT.** Upon completion of the review period, the District shall notify those Proposer's whose proposals will be considered for further evaluation and negotiation. All Proposers so notified shall be required to make presentations and negotiate in good faith in accordance with direction from the District. Any delay caused by Proposer's failure to respond to direction from the District may lead to a rejection of the Proposal.\

7.1 If the District determines, after further evaluation and negotiation, to award the Agreement a Professional Services Agreement, in form prepared by District, shall be sent to the successful Proposer for the Proposer's signature. No proposal shall be binding upon the District until after the Agreement is signed by duly authorized representatives of both the Consultant and the District.

7.2 The District reserves the right to reject any or all proposals, and to waive any irregularity. The award of the Agreement, if made by the District, will be based upon a total review and analysis of each proposal and projected costs.

8. **SCOPE OF SERVICES.** The scope of services set forth in this RFP represents an outline of the services which the District anticipates the successful proposer to perform, and is presented for the primary purpose of allowing the District to compare proposals. The precise scope of services to be incorporated into the Professional Services Agreement shall be negotiated between the District and the successful proposer. The District requests the proposer to suggest changes to the scope of services (as a part of the proposal) in order to achieve the District's stated Project Objectives.

8.1 **Project Objectives.** The District's primary objective for this Consultant Agreement is to obtain a development impact fee justification report for the District's

Development Impact Fees for the entire build out area for the District, in accordance with the Mitigation Fee Act (California Government Code Sections 66000, et seq., also known as "AB 1600"). Prior to the commencement of the Consultant's services, the District shall provide certain basic assumptions to the Consultant regarding the amount of existing development, the amount of new development which is anticipated to create a demand for new and expanded facilities as well as existing District standards regarding the basis upon which new development creates a demand for new and expanded facilities. In general, these assumptions include but are not limited to population projects, land use designations, land area data, construction projections, etc.

8.2 Project Restrictions. The District seeks a proposed schedule from this proposer to complete the tasks outlined in the RFP.

8.3 Background Information. The following is a summary of the existing and anticipated future documents available to assist in the preparation of the Development Impact Fee Update Study Project. The focus of this RFP is an update to the District's Development Impact Fees.

8.3.1 Previously Adopted Fees. The District has previously adopted the Fire Department Development Impact Fees based upon the District's Five Year Plan, which is generally updated on an annual basis. Additionally, District is commissioning an update to its Capital Facilities Plan, the results of which shall be incorporated within the Development Impact Fee Update Study.

8.3.2 Reference Documents. In addition to the District's existing Five Year Plan and the updated Capital Facilities Master Plan, and previous resolutions relating to services and facilities, the successful proposer shall be responsible to review, analyze, and incorporate the substance of the following documents into the Development Impact Fee Update: (1) The County's General Plan, including any amendments as may be approved by the County as of the date of contract for this study.

8.4 Outline of Scope of Services. Pursuant to Government Code sections 66000, et seq., the Consultant shall provide sufficient information and analysis upon which the District may base the findings that there is a reasonable relationship (benefit and burden) between the type of development projects planned for the District and the need for new or expanded facilities. To accomplish this, the Consultant shall:

8.4.1 Identify and clarify existing District standards (including reference to the General Plan, existing Master Plans, and interviews with District Staff) regarding the acceptable level of service for specific facilities.

8.4.2 Describe assumptions and bases for assumptions, regarding existing level of service in the District (compared to identified District standards), including a description of the existing facilities and the existing number of equivalent development units (EDUs) or residents served.

8.4.3 For the purpose of determining the level of service, the Consultant shall identify assumptions, and bases for assumptions, regarding the specific facilities to be constructed and the number of EDUs to be served.

8.4.4 Describe assumptions, and bases for assumptions, regarding the type of development projects planned for the District, and the impact the new development projects in the District would have upon the level of service for the existing facilities. This description would include a description of any varying impacts caused by residential development versus commercial and industrial development.

8.4.5 Describe whether new development in the District will require additional facilities, and if so, include a description of the standards by which it was determined that additional facilities would be required, and a description of the additional facilities required. Additionally, describe the existing facilities and any excess capacity to serve new development.

8.4.6 Describe the impact upon level of service for the new development in the District after the required additional facilities are constructed.

8.4.7 Describe how the new development in the District would benefit from the additional facilities.

8.4.8 Pursuant to Government Code section 66005(a), prepare the estimated cost of providing the additional facilities.

8.4.9 Describe the basis, or bases, upon which the total estimated cost of providing the additional facilities, would be allocated to each EDU in the District.

8.5 Scope of Services – Findings. The Consultant after completing preparation of section 8.4.1 through 8.4.9 shall prepare findings which shall include the following:

8.5.1 Identify the purpose of the proposed new fee or fee adjustments.

8.5.2 Identify how the fee would be used.

8.5.3 Discuss the relationship between the fee's use and the type of development project on which the fee would be imposed.

8.5.4 Describe the relationship between the need for any additional facilities and the type of development project on which the fee would be imposed.

8.5.5 Describe the relationship between the amount of the proposed fee or proposed fee adjustments and the cost of the facilities (or portion of the facility) attributable to new development.

Meetings and Deliverables. In order to perform the tasks outlined, the Consultant shall attend a minimum, unless otherwise reduced by the District, of three meetings with District Staff and two meetings with District Staff and the District Board. After Consultant has obtained all required information from District Staff, the Consultant shall prepare a First Draft Report for the Development Impact Fee Update Project identifying all findings required by section 66000, *et seq.* of the Government Code, including a description of all facilities required by the District for review by District Staff and the District Board. The Consultant shall attend a minimum of one District Board meetings for the express purpose of presenting the First Draft Report. After all meetings, and confirmation by staff to proceed, the Consultant shall issue a Final Report.

Justification for the Annexation of Rescue Fire into EDH Fire

History of Financing for Fire Services in EDC

Chief Roberts' PowerPoint presentation contains most of the detail needed for any background information that is required.

Relationship of EDH Fire with Other Fire Services in EDC

This section should clearly explain how EDH Fire interacts with all other fire services in fire and medical emergencies. The history of EDH fire supporting Rescue and other fire departments on specific fire events should be analyzed and presented. How many resources were provided and the length of time for EDH support for Rescue and vice-versa. The costs incurred by the respective agencies should be documented. Should urban and rural fire services be the same and if so, why? People make value judgements on where they live and one of the compromises for rural living is fewer amenities including emergency services.

Shared Services Agreements

What do they cover? How much does it cost EDH Fire? Who pays for what? Why isn't a shared services agreement a viable solution until there is more development in Rescue providing Rescue taxpayers funds for fire protection?

Why does Rescue need Rescuing?

Is it because they don't have enough money to continue operating or is it because the Rescue fire employees want a more upscale operation? Why aren't Rescue residents clamoring for more fire and emergency services before the Board of Supervisors? What are the tangible benefits to EHD? We hear that there are all sorts of operational benefits. The benefits should be quantified and the costs should be identified.

What are the benefits for El Dorado Hills residents? What do we lose?

What are the Options for Rescue?

The following italicized items are from Chief Roberts PowerPoint presentation. It seems that these arguments should be put forth by the Rescue board that represents Rescue residents.

Do Nothing.

This will result in a decreased level of service to the Rescue Community, and a devastating loss of Automatic Aid resources Countywide – THIS DOES EFFECT EDH!!!

It is highly unlikely that doing nothing will be devastating to automatic aid resources across the county. We're talking about an additional \$860 thousand. The proposed 2015-16 EDH budget is \$20 million. The money Rescue would get if its AB-8 was increased to 21% would be 4% of the EDH budget. Cutting 4% out of a \$20 million budget would hardly devastate countywide aid resources.

This option has to be more fully analyzed because IT IS AN OPTION.

Increase Funding Through Additional Tax (Benefit Assessment)

Not a good option. Residents already pay ENOUGH taxes!

Would need an additional \$125 per parcel with annual escalator just to maintain current service levels.

Why isn't this a viable alternative? If the residents don't want to pay more for fire protection, why should the county take scarce resources from other services. The Rescue Fire Department should take its case for more money to the taxpayers in Rescue before annexation is automatically conferred. If this has been done, the results of that effort should be presented here. Is the EDH Fire board lobbying the EDC BOS for a Latrobe parcel tax to pay for fire operations? If so, why shouldn't Rescue do the same?

Attempt a Full Annexation With AB-8 Shift – A Permanent Solution!

The County redirects tax dollars that residents have already paid directly to the Rescue Community for sustained and enhanced Emergency Services.

This could be done without annexation if it weren't for bureaucratic blocks. Our understanding is that the AB-8 rate cannot be increased without annexation according to LAFCO. That hardly seems reasonable. Why should Rescue have to be annexed to EDH Fire just because the AB-8 rate for Rescue Fire was incorrectly set in the first place? This option should be investigated and presented.

AB-8 Adjustment

Discuss how an AB-8 adjustment would provide Rescue with the funds to GIVE RAISES to existing employees and HIRE more expensive employees under EDH Fire's MOU. Quantify all changes with the appropriate financing figures. Explain how the extra \$860 thousand dollars improves Rescue's service and how it helps El Dorado Hills. The explanation should include some quantitative analysis not just qualitative hand waving. Why should the county spend \$800,000 on additional personnel and pay raises in Rescue when 90% of the calls are for medical emergencies? Why shouldn't this money be spent on better ambulance services?

Budget Discussion for Annexation

Assumptions

All financial assumptions should be identified.

Employee Costs – Wages & Benefits

Details of employee costs for the various steps 1-5 should be included. What distinguishes a step 5 employee from a step 1 employee? Do we really get more and better services with higher paid firefighters? You will have less labor flexibility in Rescue under a union agreement in that rural setting than might be desirable. This seems to be the case in Latrobe.

Service and Supplies

Compare projections with history for both Rescue and EDH

Fixed Assets – Station 81

The fixed assets with depreciation schedules should be identified. There should be a worst case and best case funding scenario for at least seven years.

Unfunded Liabilities

\$250 thousand/year is going to pay down the unfunded pension and healthcare liabilities of Rescue Fire. This should be discussed and justified. That's \$250 thousand per year that is coming out of some other county program that other taxpayers pay for.

Spreadsheets

The spreadsheet that was presented with the correct updates should be included. Eliminating the deputy fire chief and administrator from the first year of operation when they were part of the base year is not allowed. It understates the true cost of operation since those personnel become part of EDH Fire. Detailed wages and benefits for each class of FF should be included as it was in the earlier presentation in Rescue. There should be best case and worst case projections for seven years. We have seen what happened at Latrobe.

Training Facility Business Plan – Interact Business Group

Summary:

The potential construction of the El Dorado Hills Fire Department Training Facility is a significant piece of the Facilities Master Plan. The Training Facility Business Plan was originally completed in 2007. The plan at that time was for a regional training facility to be constructed.

There is a need to revise the 2007 Business Plan to reflect a shift in priorities away from a regional training facility. The new priority is to construct a training facility specifically designed to meet the training needs of El Dorado Hills Fire Department personnel.

Interact Business Group was originally contracted to develop our 2007 Business Plan and is therefore well suited to revise the plan to our current needs. Additionally Interact Business Group has been helping public safety agencies for over 20 years with facility needs, design and construction. More recently, as the economy recovers, they have gained extensive experience in downsizing and revising plans that were developed prior to the economic crash.

Interact has national experience developing business plans for police and fire departments, agencies, and colleges and in-depth experience with collaborative projects involving multiple public (state and local) agencies, educational institutions, and the public.

Interact Business Group will provide the following to the El Dorado Hills Fire Department:

1. A full understanding of training needs
2. A full understanding of facility needs
3. A full understanding of both construction and operations costs
4. A revised conceptual site plan
5. Presentation materials for public review and comment
6. Training center details needed to prepare an architectural and design RFP

Fiscal Impact:

\$23,000

Development Fees may be used to pay for this service.

Recommendation:

Staff's recommendation is to authorize the contract with Interact Business Group to develop a revised Business Plan for the Training Facility.



EL DORADO HILLS FIRE DEPARTMENT

MONTHLY ACTIVITY REPORT JUNE 2015

"YOUR SAFETY ... OUR COMMITMENT"

ALARM STATISTICS

Response District	Total Number of Responses – June 2015	Total Number of Responses –2015	Total Number of Responses – June 2014	Total Number of Responses –2014
84-A	1	19	3	19
84-B	10	33	4	24
84-C	13	79	7	82
84-D	5	12	3	12
84-E	3	30	3	30
84-F	15	68	9	65
84-G	7	26	6	32
84-H	5	18	2	14
85-A	14	102	23	121
85-B	9	27	8	26
85-C	25	106	15	83
85-D	13	59	11	66
86-A	7	39	13	48
86-B	14	65	21	67
86-C	10	49	17	55
86-D	9	30	3	26
86-E	1	11	1	9
87-A	8	83	12	125
87-B	0	20	4	17
87-C	12	63	8	46
87-D	13	62	9	45
87-E	9	29	8	28
91-A	1	10	6*	18*
91-B	1	8	0	0
91-C	3	8	0	0
92	0	15	0	0
Mutual Aid	53	303	55	282
Transfer	7	62	7	47
Rescue FPD	2	15	0	0
TOTALS	270	1451	258	1387

93% Medic Unit Response, 10 Minutes (before exception reports)

94% Medic Unit Response, 11 Minutes (before exception reports)

* Calls in Latrobe were not tracked by Response Zone in 2014

Report: Queries – Incident – NFIRS Incident – NFIRS Incident Count By District

CODE 3 RESPONSE TIME ANALYSIS

Response District	Total Number of Responses	Number of Code 3 Responses	Average Code 3 Response Time	SOC Benchmark Total Response Time (includes 1 min dispatch, 2 min turnout, plus travel)*	Compliance?
84-A	1	1	6:00	Rural 15min	Yes
84-B	10	4	6:01	Suburban 8min	Yes
84-C	13	10	3:59	Suburban 8min	Yes
84-D	5	2	5:40	Suburban 8min	Yes
84-E	3	1	6:54	Suburban 8min	Yes
84-F	15	9	4:47	Suburban 8min	Yes
84-G	7	2	3:39	Suburban 8min	Yes
84-H	5	2	6:28	Suburban 8min	Yes
85-A	14	6	5:08	Suburban 8min	Yes
85-B	9	3	4:28	Suburban 8min	Yes
85-C	25	17	4:03	Suburban 8min	Yes
85-D	13	5	6:51	Suburban 8min	Yes
86-A	7	2	6:38	Suburban 8min	Yes
86-B	14	4	5:54	Suburban 8min	Yes
86-C	10	3	5:23	Suburban 8min	Yes
86-D	9	1	3:38	Suburban 8min	Yes
86-E	1	0	N/A	Rural 15min	N/A
87-A	8	6	4:18	Suburban 8min	Yes
87-B	0	0	N/A	Suburban 8min	N/A
87-C	12	5	7:05	Suburban 8min	Yes
87-D	13	7	4:44	Suburban 8min	Yes
87-E	9	3	4:47	Suburban 8min	Yes
91-A	1	1	10:07	Rural 15min	Yes **
91-B	1	0	N/A	Rural 15min	N/A
91-C	3	0	N/A	Rural 15min	N/A
92	0	0	N/A	Rural 15 min	N/A

*San Ramon SOC – Board Policy Response Time Benchmark Goals

**Night call – response from E87

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

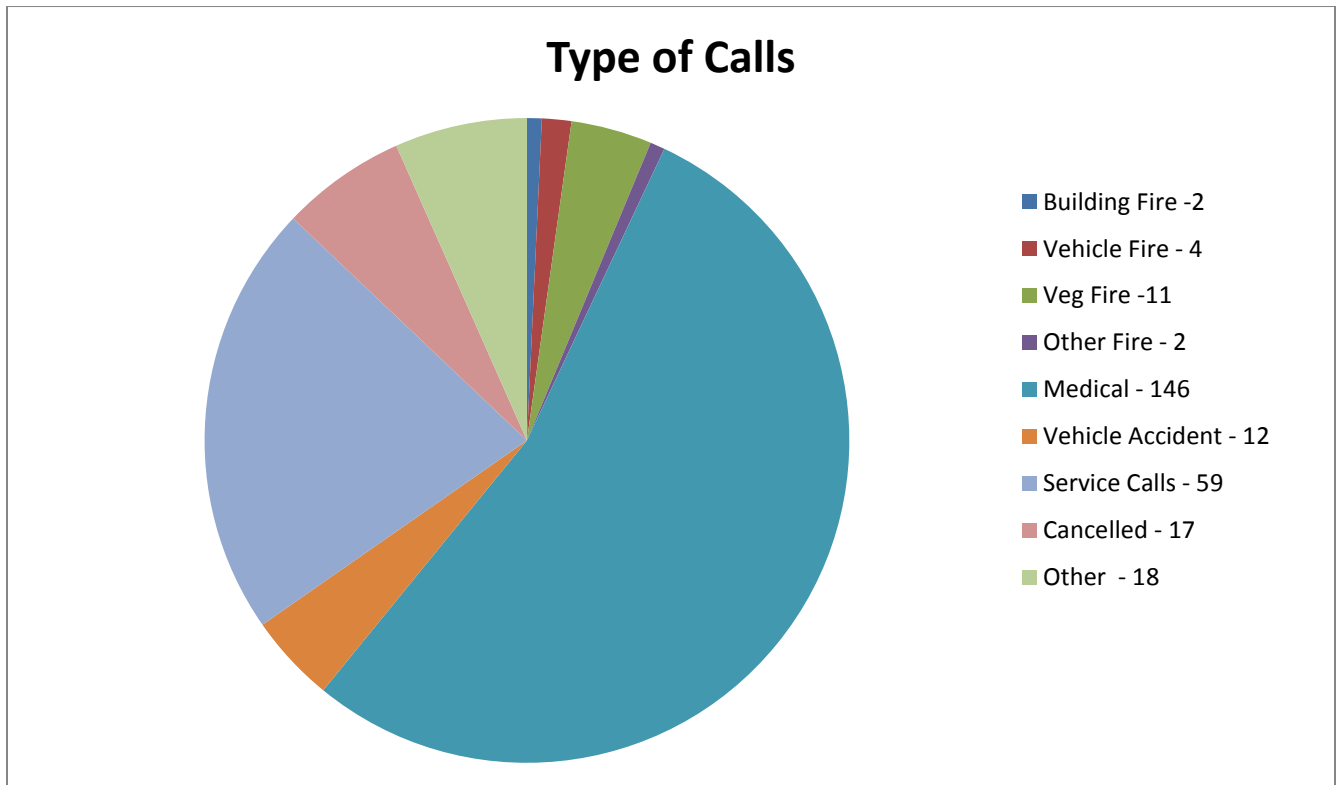
Report: Reports – Incident – EDH Code 3 District Response Report = # Code 3/Avg Response Time

CODE 3 TURNOUT TIME ANALYSIS

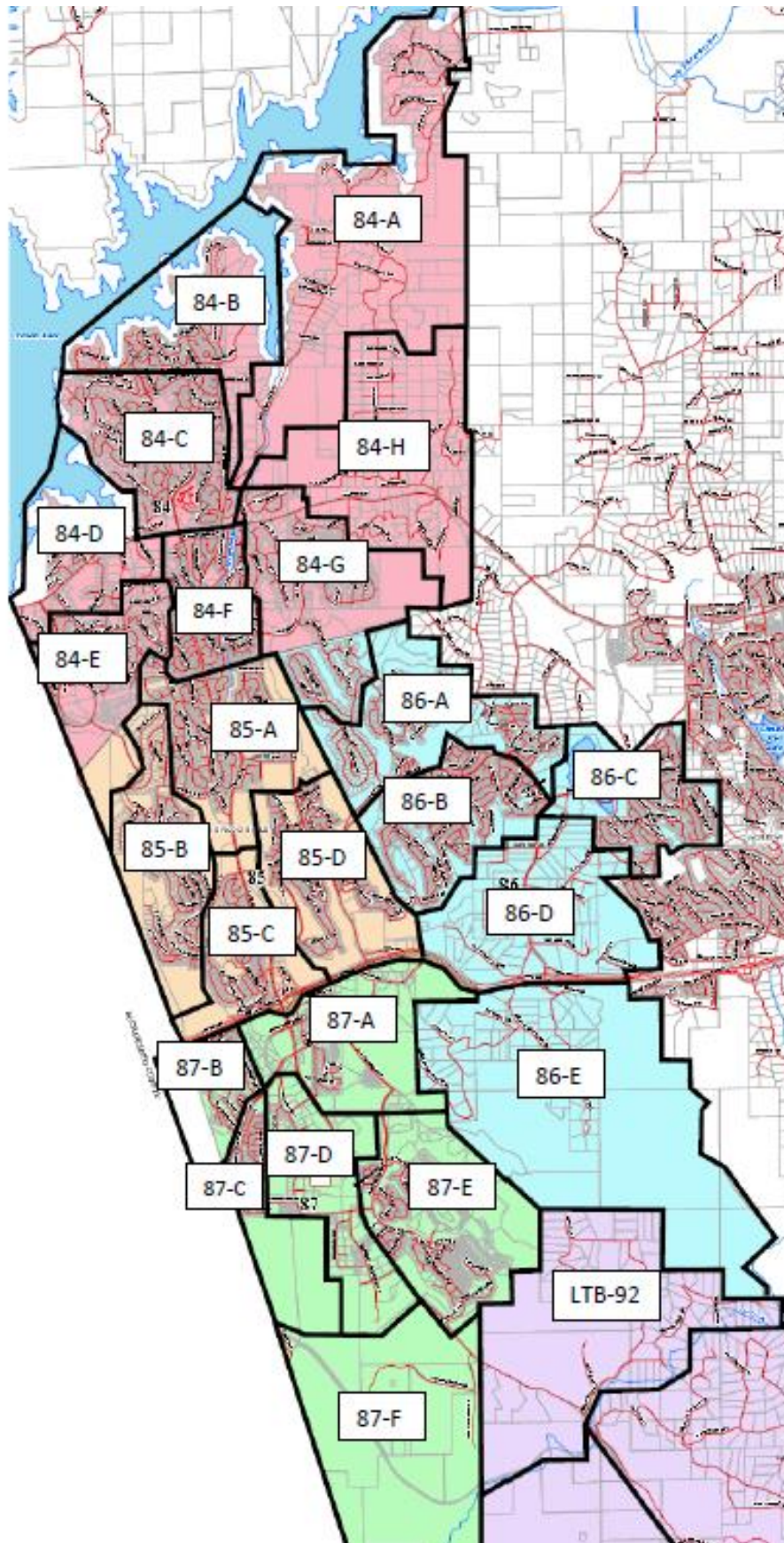
Unit	Total Number of Responses	Average Turnout time	SOC Benchmark Turnout Time 90 Seconds	Compliance?
E84	71	00:00:56	00:01:30	Yes
E85	5	00:00:1:30	00:01:30	Yes *Cross Staffing
T85	67	00:00:58	00:01:30	Yes
E86	36	00:00:51	00:01:30	Yes
E87	37	00:00:53	00:01:30	Yes
E91	9	00:00:50	00:01:30	Yes
M85	104	00:00:57	00:01:30	Yes

Report: Reports – Incident – Unit Responses By Unit = Turnout Time

INCIDENT TYPE ANALYSIS



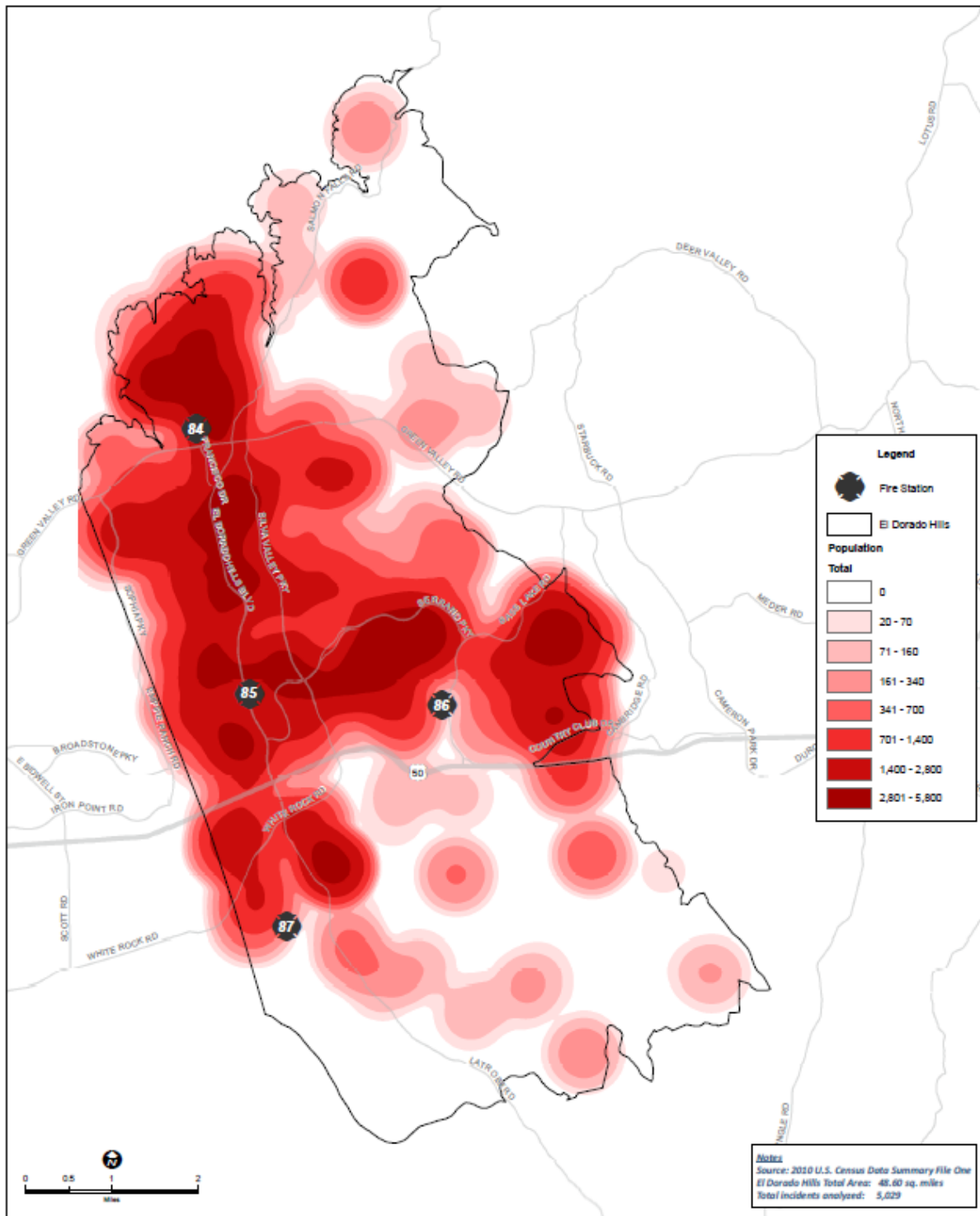
Report: Queries – Incident – NFIRS Incident – Incident Type Report (Summary)





El Dorado Hills Fire Department

Total Population per Square Mile





EL DORADO HILLS FIRE DEPARTMENT

MONTHLY ACTIVITY REPORT JULY 2015

"YOUR SAFETY ... OUR COMMITMENT"

ALARM STATISTICS

Response District	Total Number of Responses – July 2015	Total Number of Responses –2015	Total Number of Responses – July 2014	Total Number of Responses –2014
84-A	8	27	13	32
84-B	6	39	5	29
84-C	18	97	12	94
84-D	1	13	1	13
84-E	7	37	5	35
84-F	5	73	12	77
84-G	9	35	10	42
84-H	1	19	7	21
85-A	17	119	25	146
85-B	3	30	9	35
85-C	12	118	16	99
85-D	7	66	16	82
86-A	5	44	9	57
86-B	20	85	9	76
86-C	6	55	9	64
86-D	7	37	6	32
86-E	0	11	1	10
87-A	18	101	22	147
87-B	4	24	6	23
87-C	7	70	6	52
87-D	5	67	7	52
87-E	5	34	5	33
91-A	0	10	3*	21
91-B	0	8	0	0
91-C	4	13	0	0
92	0	15	0	0
Mutual Aid	59	362	57	339
Transfer	11	72	8	55
Rescue FPD	0	13	0	0
TOTALS	245	1694	279	1666

93% Medic Unit Response, 10 Minutes (before exception reports)

94% Medic Unit Response, 11 Minutes (before exception reports)

* Calls in Latrobe were not tracked by Response Zone in 2014

Report: Queries – Incident – NFIRS Incident – Incident By District (Summary)

CODE 3 RESPONSE TIME ANALYSIS

Response District	Total Number of Responses	Number of Code 3 Responses	Average Code 3 Response Time	SOC Benchmark Total Response Time (includes 1 min dispatch, 2 min turnout, plus travel)*	Compliance?
84-A	8	5	12:00	Rural 15min	Yes
84-B	6	1	6:28	Suburban 8min	Yes
84-C	18	12	4:06	Suburban 8min	Yes
84-D	1	1	2:19	Suburban 8min	Yes
84-E	7	4	6:39	Suburban 8min	Yes
84-F	5	1	2:05	Suburban 8min	Yes
84-G	9	3	5:33	Suburban 8min	Yes
84-H	1	0	N/A	Suburban 8min	N/A
85-A	17	9	4:45	Suburban 8min	Yes
85-B	3	0	N/A	Suburban 8min	N/A
85-C	12	4	4:19	Suburban 8min	Yes
85-D	7	6	6:32	Suburban 8min	Yes
86-A	5	2	4:41	Suburban 8min	Yes
86-B	20	4	6:03	Suburban 8min	Yes
86-C	6	2	5:26	Suburban 8min	Yes
86-D	7	3	5:04	Suburban 8min	Yes
86-E	0	0	N/A	Rural 15min	N/A
87-A	18	12	4:58	Suburban 8min	Yes
87-B	4	2	5:36	Suburban 8min	N/A
87-C	7	2	4:47	Suburban 8min	Yes
87-D	5	4	3:54	Suburban 8min	Yes
87-E	5	3	5:05	Suburban 8min	Yes
91-A	0	0	N/A	Rural 15min	N/A
91-B	0	0	N/A	Rural 15min	N/A
91-C	4	0	N/A	Rural 15min	N/A
92	0	0	N/A	Rural 15 min	N/A

*San Ramon SOC – Board Policy Response Time Benchmark Goals

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

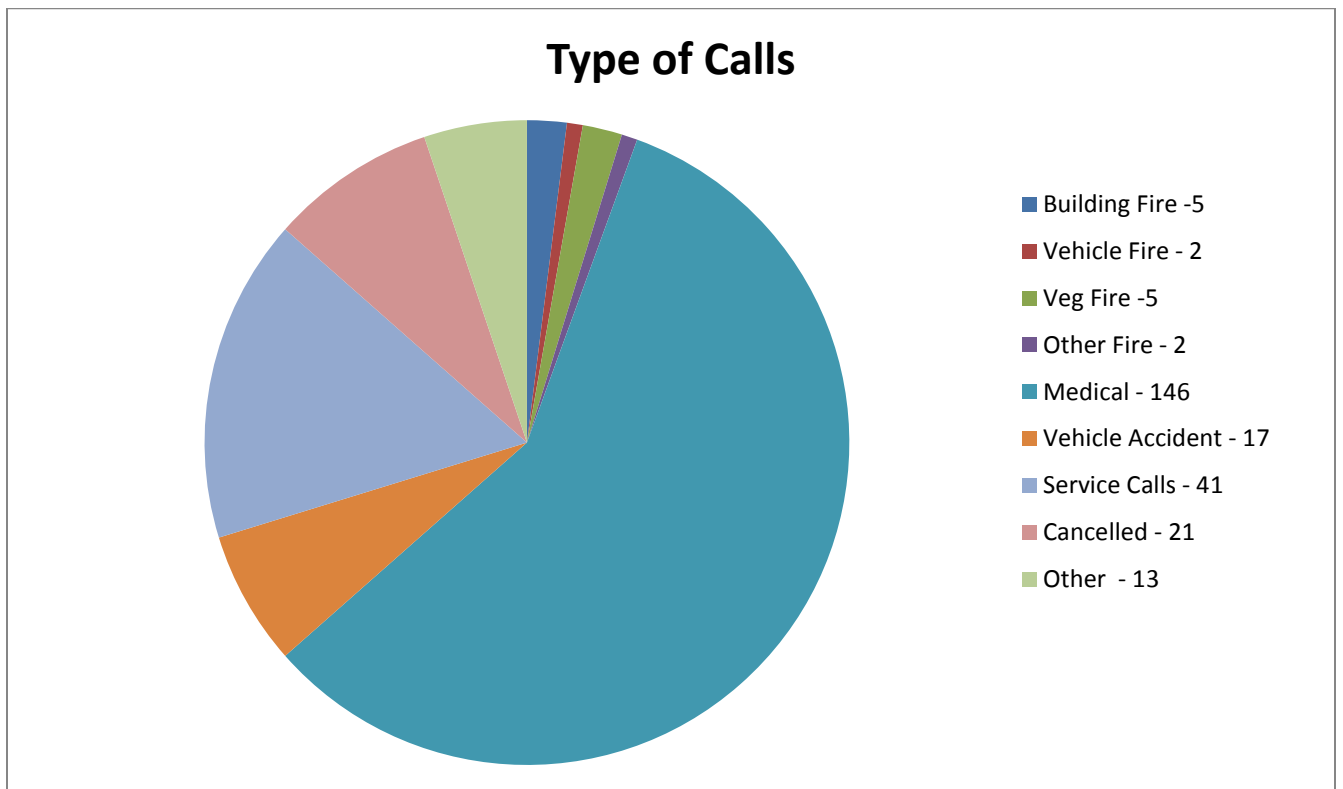
Report: Reports – Incident – EDH Code 3 District Response Report = # Code 3/Avg Response Time

CODE 3 TURNOUT TIME ANALYSIS

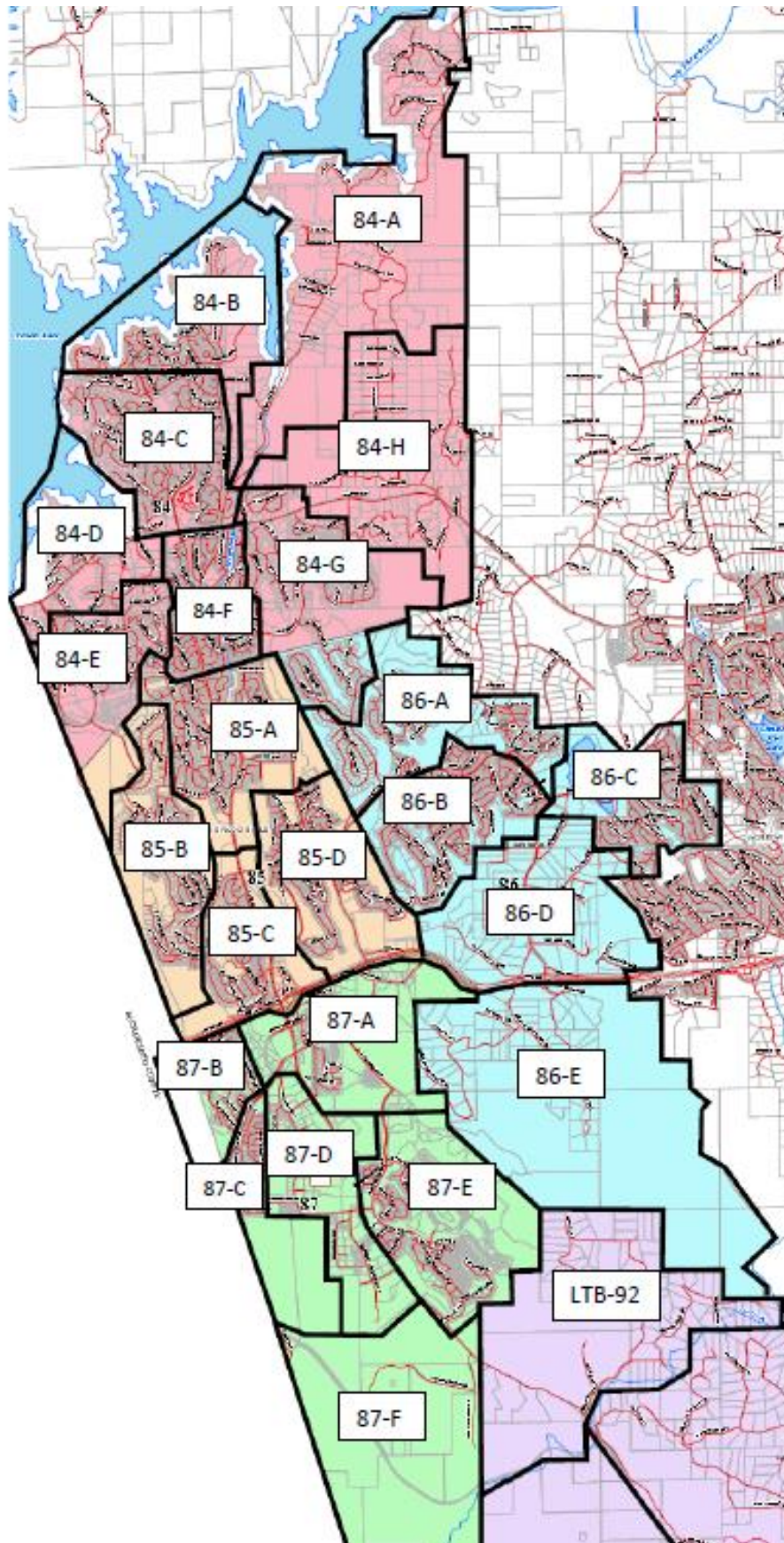
Unit	Total Number of Responses	Average Turnout time	SOC Benchmark Turnout Time 90 Seconds	Compliance?
E84	57	00:00:51	00:01:30	Yes
E85	0	00:00:00	00:01:30	N/A
T85	51	00:01:18	00:01:30	Yes
E86	43	00:00:49	00:01:30	Yes
E87	45	00:01:11	00:01:30	Yes
E91	4	00:00:39	00:01:30	Yes
M85	77	00:01:01	00:01:30	Yes

Report: Reports – Incident – Unit Responses By Unit – Turnout Time

INCIDENT TYPE ANALYSIS



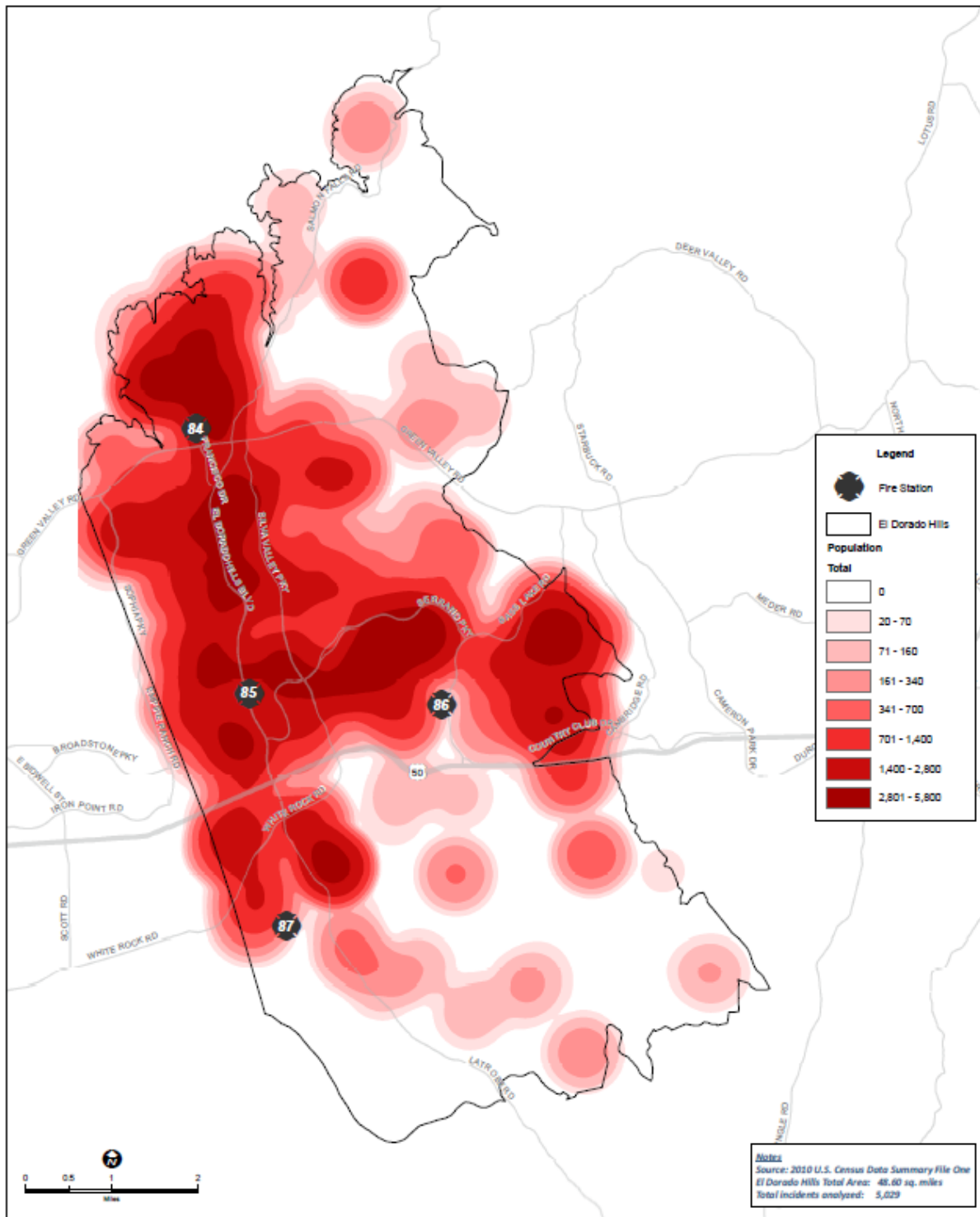
Report: Queries – Incident – NFIRS Incident – Incident Type Report (Summary)





El Dorado Hills Fire Department

Total Population per Square Mile



Purchase of Holmatro Rescue Tool (aka “Jaws of Life”)

Summary:

The new squad/patrol currently assigned to Station #91 is not equipped with the tools that are utilized for the extrication of patients from vehicles or other confined spaces.

The purchase of the Holmatro Rescue Tool will fill this deficiency. It is specifically made to be placed on smaller squad/patrol type vehicles.

Fiscal Impact:

\$10,449.00

This item was approved in the 2015-2016 budget as a \$12,000.00 line item in Fixed Assets.

Staff Recommendation:

Staff recommends the purchase of (1) Holmatro Rescue Combi Tool in the amount of \$10,449.00 from FS3 Holmatro Rescue Tools (a sole source vendor).

Surplus and Sale of Obsolete Equipment (Vehicle)

Summary:

The following vehicle has been evaluated as to its age and usefulness. This item for surplus no longer meets safety standards as set by the National Fire Protection Association (NFPA) for use by safety personnel. Staff recommends that the vehicle be classified as surplus and offered for sale or donated as appropriate.

The listed vehicle was previously owned by the Latrobe Fire District.

Equipment

2008 Ford F-350 4X4

Estimated Value

\$15,000.00

Fiscal Impact:

Potential net increase in revenue.

Recommendation:

Staff recommends that the vehicle listed be put in surplus status so that it can be donated or disposed of per policy.

Request for Proposal – Traffic Engineer/Consultant

Summary:

Speeding of vehicles on private streets in El Dorado Hills is a serious issue creating a dangerous environment for residents. Many residents regularly contact the Fire Department with a desire to install speed bumps and similar devices for speed control. The Fire Department does not allow vertical roadway deflections because they slow the response time of emergency apparatus and pose a danger for firefighters and firefighting equipment in the event of high speed fire engine contact with a speed bump.

The California Fire Code provides the District legal authority to restrict vertical roadway deflections on private roadways. A large number of streets in the District are gated and therefore private streets. Many of these residents are very unhappy with the Fire Department's position which restricts speed bumps and other vertical roadway deflections.

The District desires to retain a qualified traffic engineer/consultant to research, write, and produce a Fire Department Standard related to traffic calming devices by studying two specific subdivisions with speeding concerns and evaluating the Fire Department's current position not allowing vertical roadway deflections.

The overall goal is to help the community by providing options that reduce speeding on the streets without compromising response times.

Fiscal Impact:

The District has budgeted up to \$20,000 in the Fiscal Year 2015/2016 preliminary budget for this service.

Recommendation:

Staff's recommendation is to approve the Request for Proposal for a Traffic Engineer/Consultant.

EL DORADO LAFCO

LOCAL AGENCY FORMATION COMMISSION

550 Main Street Suite E • Placerville, CA 95667

Phone: (530) 295-2707 • Fax: (530) 295-1208

lafco@edlafco.us • www.edlafco.us

MEMO

DATE: July 30, 2015

TO: Special District Selection Committee

FROM: José C. Henríquez, Executive Officer 

SUBJECT: ***Result of the Regular and Alternate Special District Representative Election to El Dorado LAFCO***

Pursuant to the provisions of Government Code §56332(d), the Executive Officer has determined that the election of the Regular and Alternate Special District Representatives has been concluded. A total of 25 ballots were received; one of which we could not confirm its validity.

The candidate elected to the Regular seat for a four-year term commencing on July 28, 2015 is Ken Humphreys. His term on LAFCO will run until May 2019.

The candidate elected to finish out the term of Regular seat #2, commencing on July 28, 2015 is Dale Coco. His term on LAFCO will run until May 2017.

The candidate elected to serve as the Alternate seat for a new four-year term commencing on July 28, 2015 is Holly Morrison. Her term on LAFCO will run until May 2019.

On behalf of the Commission, I would like to thank all of the special districts that submitted ballots for this election, as well as thank the candidates who participated. As you are aware, there were four well-qualified candidates in this cycle.

Please contact me at 530-295-2707, if you have any questions.

S:\Elections\2015 Special District Election\2015 Special District Election Results Notification.doc

COMMISSIONERS

Public Member: Dyana Anderly • Alternate Public Member: Niles J. Fleege

City Members: Carol A. Patton, Austin C. Sass • Alternate City Member: John Clerici

County Members: Shiva Frentzen, Brian Veerkamp • Alternate County Member: Michael Ranalli

Special District Members: Ken Humphreys, Vacant • Alternate Special District Member: Alan Day

STAFF

José C. Henríquez, Executive Officer • Erica Sanchez, Policy Analyst

Denise Tebaldi, Interim Commission Clerk • Kara K. Ueda, Commission Counsel

cc: Board Packet
Note of Appreciation

Dear Firefighters,

The fur children and two legged garden lovers from 513 Lakewood Ct, EDH, celebrate and applaud the heroes of EDH Fire Dept. for rescuing us from the creepiest, hostile reptile ever!

Thank you for the speedy response and great attitudes. We're so happy to make the enclosed donation.

Sincerely,
David & Sarah
Bent



cc: Board Packet

To: All Members of Station 84

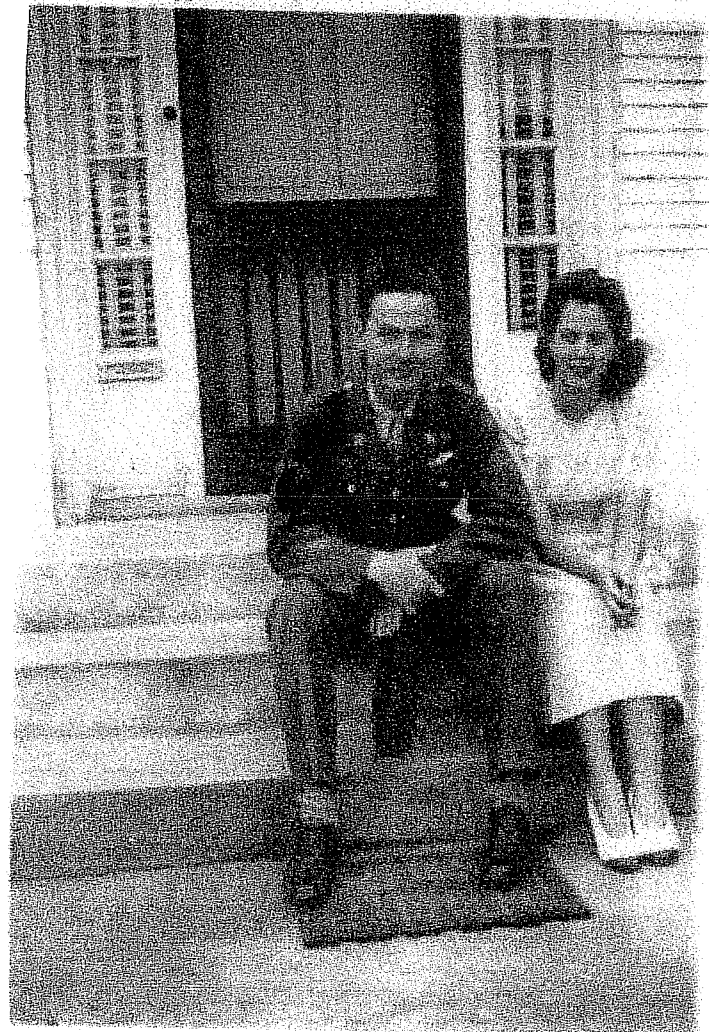
I wanted to take this opportunity to thank you all for the care of my father, Robert Webb, who passed away July 9th at 90 years old. It always comforted him to know you were a few minutes away and as a retired Firefighter (San Jose), he understood what you all do every day.

He was a brave man whose plane was shot down over Borneo in WWII. He was one of two who survived the crash. He also was an engineer at San Jose Fire Dept. and retired with honors.

Most of all, he was a loving father of 3 daughters and 3 grandchildren and 1 great grandchild. Thank you.

Respectfully,

The Webb Sisters
4531 SE Salmon Ct.
Portland, OR 97265





Debbie Arenas
Early Childhood
Literacy Specialist

7455 Silva Valley Parkway phone: 916 358-3509
El Dorado Hills, CA 95762 fax: 916 933-7089
debbie.arenas@eldoradolibrary.org
www.eldoradolibrary.org

Dearest Firefighters of Station 85,
the El Dorado Hills Library and our
Storytime families wish to say Thank You
for joining us today. Everyone had a
wonderful time and all we heard was how
great it was to have all our special guests!
I really appreciate the time you took
out of your busy day to make "Community
Superheroes Storytime" so successful.
You all are Superstars!

Sincerely,
Debbie Arenas