

AGENDA
EL DORADO HILLS COUNTY WATER DISTRICT
(FIRE DEPARTMENT)
BOARD OF DIRECTORS
EIGHT HUNDRED FORTY FOURTH MEETING
Thursday, March 17, 2022
6:00 p.m.
(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.

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

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 and they will be entered into the public record. If you choose to attend the Zoom meeting and wish to make a comment on an item, please use the "raise a hand" button or press *9 if dialing in by phone. Public comments will be limited to 3 minutes.*

Thank you for your understanding during these challenging times.

NOTE

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

- I. Call to Order
- II. Pledge of Allegiance
- III. Consent Calendar (All matters on the Consent Calendar are to be approved by one motion unless a Board member requests separate action on a specific item.)
 - A. Approve Minutes of the 842nd Board meeting held February 17, 2022
 - B. Approve Minutes of the 843rd Special Board meeting held March 3, 2022
 - C. Approve Financial Statements and Check Register for February 2022
End Consent Calendar
- IV. Oral Communications
 - A. EDH Professional Firefighters
 - B. EDH Firefighters Association
 - C. Any person wishing to address the Board on any item that is not on the Agenda may do so at this time. No action may be taken on off-agenda items unless authorized by law. Comments shall be limited to three minutes per person and twenty minutes for all comments unless otherwise authorized by the Board.

- V. Correspondence
- VI. Attorney Items
- VII. Committee Reports
 - A. Administrative Committee (Directors Bennett and Durante)
 - B. Finance Committee (Directors Giraud and White)
 - C. Joint Powers Authority (Directors Giraud and White)
 - D. Communications (Ad-Hoc) (Directors Durante and Hartley)
 - E. Training Center (Ad-Hoc) (Directors Bennett and Hartley)
- VIII. Fire Chief's Report
- IX. Operations Report
 - A. Operations Report (Receive and File)
- X. Community Risk Reduction Report
 - A. CRRD Report
- XI. Fiscal Items
- XII. New Business
 - A. Review and approve proposed task order from Ross Drulis Cusenbery Architecture, Inc. (RDC) for Architecture/Engineering Construction Phase services for the Training Center project
 - B. Review and approve RFQ to refurbish the air unit
 - C. Review and approve proposed updates to the District Reserve Policy
- XIII. Old Business
 - A. Rescue Annexation Update
 - B. Training Facility Update
 - C. EDHCSD/EDHFD 2x2 update (Directors Bennett and Durante)
- XIV. Oral Communications
 - A. Directors
 - B. Staff
 - C. Schedule upcoming committee meetings
- XV. Adjournment

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

This Board meeting is normally recorded.

EL DORADO HILLS COUNTY WATER DISTRICT

EIGHT HUNDRED FORTY SECOND MEETING OF THE BOARD OF DIRECTORS

Thursday, February 17, 2022

6:00 p.m.

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

I. CALL TO ORDER

President White called the meeting to order 6:00 p.m. Directors in attendance: Bennett, Durante, Giraud, and Hartley. Director Durante attended via Zoom video conference. Director White was absent. Staff in attendance: Chief Johnson and Director of Finance Braddock. Counsel Cook was also in attendance.

Item II. Closed Session taken after Item XVI. Oral Communications.

II. CLOSED SESSION ITEMS

- 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**

III. PLEDGE OF ALLEGIANCE

IV. PRESENTATION

- A. **Presentation by the Lakehills Fire Safe Council – Peggy Willis Memorial Bench and Lending Library at Fire Station 84** – Rob Vomund, representing the Lakehills Fire Safe Council, presented a proposal to the Board to put a memorial bench and lending library honoring Peggy Willis in front of Station 84.

Counsel Cook recommended some documents to be established as well as some criteria in policy format for future requests.

- B. **Introduction of new Fire Equipment Mechanic David Dixon** – Chief Johnson introduced the District's new Fire Equipment Mechanic, David Dixon.

The Board adjourned for a cake reception to celebrate new employee, David Dixon, at 6:18 p.m. and reconvened at 6:26 p.m.

V. CONSENT CALENDAR

- A. **Approve Minutes of the 840th Board meeting held January 20, 2022**
B. **Approve Minutes of the 841st Board meeting held January 31, 2022**
C. **Approve Financial Statements and Check Register for January 2022**

Director Hartley made a motion to approve the Consent Calendar, seconded by Director Giraud and unanimously carried. (Roll Call: Ayes: 4; Noes: 0)

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)** – Director Bennett reported that the committee met, but the Strategic Assessment draft was not yet available for review. The draft has since been received and the plan is to bring it to the Board at the April regular meeting for review.
- B. **Finance Committee (Directors White and Giraudo)** – Director Giraudo stated that the Finance Committee met and reviewed financial projections for the potential Rescue annexation.
- C. **Joint Powers Authority (Directors Giraudo and White)** – Chief Johnson reported that the JPA is still working toward a two-year contract extension with the County.
- D. **Communications (Ad-Hoc) (Directors Hartley and Durante)** – No report.
- E. **Training Center (Ad-Hoc) (Directors Hartley and Bennett)** – No report.

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

- The bids for the construction of the Training Facility (Phase 1) came in today and the construction manager is reviewing them. Staff will bring a recommendation to the Board at a Special Meeting.
- Staff attended the Stockton Firefighter memorial service and Chief Lilienthal and the honor guard were able to participate in helping with the service.
- Fire Inspector I recruitment is wrapping up and an offer has been made to Vince Kauppi.
- Recruitment is open for seasonal Defensible Space Inspectors for the upcoming fire season.
- Firefighter/Paramedic recruitment is also underway.
- The EDC has started hosting classes and Staff is looking to bring in a consultant to help facilitate those.
- Congratulations to Chief Hall for getting the Training Center project to this point.
- Congratulations to Chief Lilienthal who was awarded the Chief Fire Officer title by Center for Public Safety Excellence.
- The administrative office will be closed for Presidents Day on February 21.
- Training Facility groundbreaking ceremony is tentatively scheduled for March 10.

XI. OPERATIONS REPORT

- A. **Operations Report** (Receive and File) – Received and filed. Chief Hall reported that vegetation fires are already starting, and Staff is preparing for a busy fire season.

XII. COMMUNITY RISK REDUCTION REPORT

- A. **CRRD Report** (Receive and File) – Chief Johnson stated that the CRRD team is still working to get the turn-around times down for plan reviews and it seems the new processes are helping.

XIII. FISCAL ITEMS

XIV. NEW BUSINESS

- A. **Selection of Datacate, Inc. for IT Managed Services** – Chief Johnson reported Staff is recommending awarding a contract to Datacate, Inc. to provide the District’s IT support services. Chief Lilienthal summarized the RFP process, the selection criteria used, and how Staff came to its recommendation.

Director Girauo made a motion to select Datacate, Inc. for IT Managed Services, seconded by Director Hartley and unanimously carried. (Roll Call: Ayes: 4; Noes: 0)

- B. **Review and approve Public Salary Schedule effective 12/28/2021** – Director of Finance Braddock presented the updated public salary schedule reflecting the recent change to the Fire Chief contract.

Director Hartley made a motion to approve Public Salary Schedule effective 12/28/2021, seconded by Director Girauo and unanimously carried. (Roll Call: Ayes: 4; Noes: 0)

- C. **Review and approve purchase of a Fire Mechanic Vehicle** – Chief Hall reported that Staff is recommending utilizing a bid very similar to the City of Marysville contract that already went through the competitive bid process to purchase a Fire Equipment Mechanic vehicle.

Director Hartley made a motion to approve the purchase of a Fire Mechanic Vehicle, seconded by Director Girauo and unanimously carried. (Roll Call: Ayes: 4; Noes: 0)

- D. **Review and approve Resolution 2022-02 making findings to allow teleconferenced meetings under California government code section 54953(e)** – No action was taken on this item. Chief Johnson recommended that the Board resume allowing public to attend meetings in-person due to the recent downward trend in Covid-19 cases in the County.

Director Girauo made a motion to rescind Resolution 2022-01 making findings to allow teleconferenced meetings under California government code section 54953(e), seconded by Director Hartley and unanimously carried. (Roll Call: Ayes: 4; Noes: 0)

XV. OLD BUSINESS

- A. **Rescue Annexation Update** – No additional report.
- B. **Training Facility Update** – No additional report.

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

XVI. ORAL COMMUNICATIONS

- A. **Directors** – Director Bennett thanked Staff for everything they do.
- B. **Staff** – Chief Johnson stated he is proud to work with such a great Staff.
- C. **Schedule upcoming committee meetings** – None

The Board Meeting adjourned to closed session at 7:00 p.m.

The meeting reconvened at 7:20 p.m. The Board took no action in closed session.

XVII. ADJOURNMENT

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

The meeting adjourned at 7:21 p.m.

Approved:

Bobbi Bennett, President

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.

EL DORADO HILLS COUNTY WATER DISTRICT

EIGHT HUNDRED FORTY THIRD MEETING OF THE BOARD OF DIRECTORS

Thursday, March 3, 2022

6:00 p.m.

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

I. CALL TO ORDER

President Bennett called the meeting to order 6:00 p.m. Directors in attendance: Bennett, Giraudo, Hartley, and White. Staff in attendance: Chief Johnson and Director of Finance Braddock. Director Giraudo attended via Zoom conference. Counsel Cook was also in attendance. Director Durante was not in attendance.

II. PLEDGE OF ALLEGIANCE

III. ORAL COMMUNICATIONS

A. Public Comment – None

IV. NEW BUSINESS

A. F&H Construction Notice of Material Mistake in Bid; Request for Relief from Bid/Bid Withdrawal – Chief Hall reported that there was a clerical error in the bid from F&H and they have requested to withdraw their bid.

Director White made a motion to approve request for Relief from Bid/Bid Withdrawal, seconded by Director Hartley and unanimously carried. (Roll Call: Ayes: 4; Noes: 0)

B. Review responses to Training Center Request for Bids and Staff recommendation; Award of Contract to Apparent Responsible and Responsive Low Bidder; Instructions to Staff – Chief Hall summarized the Request for Bids process and recommended that the District award the contract for the Training Facility Phase 1 Construction to the low bidder, DG Granade, in the amount of \$11,712,034.

Director of Finance Braddock explained the means by which this project will be funded, with the majority coming out of the District's Development Fee Fund and the remaining portion coming out of its General Reserve Fund.

Counsel Cook stated that the contract is drafted and will be executed if the Board approves this item.

Director White made a motion to approve the notice of intent to Award the Contract to Apparent Responsible and Responsive Low Bidder, DG Granade, Inc., seconded by Director Hartley and unanimously carried. (Roll Call: Ayes: 4; Noes: 0)

V. ADJOURNMENT

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

The meeting adjourned at 6:38 p.m.

Approved:

Bobbi Bennett, President

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.

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending February 28, 2022



				(Target 67%)		
	FINAL Budget FY21/22	Actual February 2022	Actual YTD February 28, 2022	Variance YTD Actual to Full Year Budget	YTD Actual % of Full Year Budget	
						Notes/Comments
Revenue						
3240 · Tax Revenue						
3260 · Secured Tax Revenue	20,675,551	419,553	11,375,973	(9,299,578)		
3270 · Unsecured Tax Revenue	354,593	2,038	347,770	(6,823)		
3280 · Homeowners Tax Revenue	153,531	-	78,529	(75,002)		
3320 · Supplemental Tax Revenue	400,000	45,411	271,780	(128,220)		Property Tax Revenue on target to budget
3330 · Sacramento County Revenue	31,051	-	17,231	(13,820)		
3335 · Latrobe Revenue				-		
3335.2 · Latrobe Special Tax	36,900	432	21,297	(15,603)		
3335.3 · Latrobe Base Transfer	86,642		-	(86,642)		
3340 · Property Tax Administration Fee	(445,411)		-	445,411		
Total 3240 · Tax Revenue	21,292,857	467,434	12,112,579	(9,180,278)	57%	
3500 · Misc. Operating Revenue						
3506 · CRRD Cost Recovery Fees	230,000	99,329	317,779	87,779	138%	Collections trending higher than budget; includes collection of \$60k vegetation management contract with El Dorado County
3507 · Hosted Training Revenue	40,000	9,604	47,438	7,438	119%	Collections for hosted training classes at EDC
3512 · JPA Revenue	1,150,000	95,833	766,667	(383,333)	67%	
3513 · Rental Income (Cell site)	54,180	4,515	36,120	(18,060)	67%	
3514.1 · Operating Grants Revenue	-	-	-	-	0%	
3514.2 · Capital Grants Revenue	-	-	-	-	0%	
3515 · OES/Mutual Aid Reimbursement	731,400	464	1,162,366	430,966	159%	Timing and severity of fire season
3520 · Interest Earned	85,000	1,207	23,797	(61,203)	28%	Interest revenue trending lower than budget
3500 · Misc. Operating Revenue - Other	132,000	13,130	220,908	88,908	167%	Collected Rescue Shared Services Agreement Admin Fee in Aug-21; Unbudgeted workers' compensation dividends awarded in Jul-Aug 2021
Total 3500 · Misc. Operating Revenue	2,422,580	224,083	2,575,075	152,495	106%	
Total Operating Revenue	\$ 23,715,437	\$ 691,517	\$ 14,687,655	\$ (9,027,782)	62%	
3550 · Development Fee						
3560 · Development Fee Revenue	1,100,000	189,109	944,242	(155,758)	86%	Collections trending slightly higher than budget
3561 · Development Fee Interest	-	3,613	49,212	49,212	100%	
Total 3550 · Development Fee	1,100,000	192,723	993,453	(106,547)	90%	
3568 · Proceeds from Insurance	-	-	3,003	3,003	100%	
3570 · Proceeds from Sale of Assets	-			-	0%	
Total Revenue	\$ 24,815,437	\$ 884,239	\$ 15,684,111	\$ (9,131,326)	63%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending February 28, 2022



	FINAL Budget FY21/22	Actual February 2022	Actual YTD February 28, 2022	Variance YTD Actual to Full Year Budget	(Target 67%) YTD Actual % of Full Year Budget	Notes/Comments
Expenditures						
6000 · Salaries & Wages						
6001 · Salaries & Wages, Fire	7,127,488	555,509	4,796,079	2,331,409	67%	
6011 · Education/Longevity Pay	486,250	37,158	314,041	172,209	65%	
6016 · Salaries & Wages, Admin/Prev	1,089,657	93,602	757,763	331,895	70%	
6017 · Intern/Volunteer Stipends	3,000	195	1,560	1,440	52%	
6018 · Director Pay	16,000	1,400	7,000	9,000	44%	
6019 · Overtime						
6019.1 · Overtime, Operational	1,729,736	131,552	1,013,366	716,371	59%	
6019.2 · Overtime, Outside Aid	600,000	-	880,552	(280,552)	147%	Higher strike team OT than budgeted; offset by strike team revenue
Total 6019 · Overtime	2,329,736	131,552	1,893,917	435,819	81%	
6020 · P.E.R.S. Retirement	3,285,400	133,309	2,670,124	615,276	81%	Annual UAL lump sum payments made in Jul-21
6030 · Workers Compensation	636,007	107,748	414,006	222,000	65%	
6031 · Life Insurance	6,799	454	4,315	2,484	63%	
6032 · P.E.R.S. Health Benefits	1,798,544	153,849	1,175,364	623,180	65%	
6033 · Disability Insurance	21,240	1,741	12,095	9,145	57%	
6034 · Health Cost of Retirees	1,190,583	71,482	882,961	307,622	74%	Annual lump sum payment to CERBT made in Sep-21
6040 · Dental/Vision Expense	235,560	17,839	149,331	86,229	63%	
6050 · Unemployment Insurance	15,120	289	11,848	3,272	78%	
6070 · Medicare	159,890	12,013	115,362	44,528	72%	
Total 6000 · Salaries & Wages	18,401,275	1,318,138	13,205,766	5,195,509	72%	
6100 · Clothing & Personal Supplies						
6101 · Uniform Allowance	53,000	77	49,315	3,685	93%	Semi-Annual Uniform Allowance paid in Jul-21 and Jan-22
6102 · Other Clothing & Personal Supplies	72,357	203	44,990	27,367	62%	
Total 6100 · Clothing & Personal Supplies	125,357	279	94,305	31,052	75%	
6110 · Network/Communications						
6111 · Telecommunications	53,387	3,858	27,032	26,355	51%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending February 28, 2022



	FINAL Budget FY21/22	Actual February 2022	Actual YTD February 28, 2022	Variance YTD Actual to Full Year Budget	(Target 67%) YTD Actual % of Full Year Budget	Notes/Comments
6112 · Dispatch Services	60,000	15,471	37,618	22,382	63%	Timing of invoices
6113 · Network/Connectivity	61,492	4,412	36,571	24,921	59%	
Total 6110 · Communications	174,879	23,741	101,221	73,658	58%	
6120 · Housekeeping	59,037	5,516	40,442	18,595	69%	
6130 · Insurance						
6131 · General Insurance	80,000	3,410	91,355	(11,355)	114%	Insurance renewal in Oct-21 higher than budget
Total 6130 · Insurance	80,000	3,410	91,355	(11,355)	114%	
6140 · Maintenance of Equipment						
6141 · Tires	35,000	-	9,236	25,764	26%	
6142 · Parts & Supplies	50,000	116	21,253	28,747	43%	
6143 · Outside Work	140,000	4,617	53,180	86,820	38%	
6144 · Equipment Maintenance	35,994	10,074	16,592	19,402	46%	
6145 · Radio Maintenance	20,250	1,625	18,264	1,986	90%	
Total 6140 · Maintenance of Equipment	281,244	16,433	118,525	162,719	42%	Timing of maintenance
6150 · Facilities Maintenance	215,700	17,543	105,760	109,940	49%	Timing of budgeted facilities projects
6160 · Medical Supplies						
6161 · Medical Supplies	60,975	6,245	38,478	22,497	63%	
Total 6160 · Medical Supplies	60,975	6,245	38,478	22,497	63%	
6170 · Dues and Subscriptions	15,268	309	7,267	8,001	48%	
6180 · Miscellaneous						
6181 · Miscellaneous	12,000	1,990	9,193	2,807	77%	
6182 · Honor Guard	2,150	883	1,344	806	63%	
6183 · Explorer Program	2,044	-	70	1,974	3%	
6184 · Pipes and Drums	-	-	-	-	0%	
Total 6180 · Miscellaneous	16,194	2,873	10,607	5,587	65%	
6190 · Office Supplies	45,712	5,019	20,937	24,775	46%	
6200 · Professional Services						
6201 · Audit	15,900	-	14,925	975	94%	Audit fieldwork completed
6202 · Legal/Human Resources	207,050	32,258	94,099	112,951	45%	Timing

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending February 28, 2022



	FINAL Budget FY21/22	Actual February 2022	Actual YTD February 28, 2022	Variance YTD Actual to Full Year Budget	(Target 67%) YTD Actual % of Full Year Budget	Notes/Comments
6203 · Notices	2,500	-	-	2,500	0%	
6204 · Other Professional Services	109,573	4,493	53,805	55,768	49%	Timing
6205 · Elections/Tax Administration	-	-	-	-	0%	
6206 · Public Relations	4,505	1,463	4,539	(34)	101%	
Total 6200 · Professional Services	339,528	38,214	167,368	172,159	49%	
6210 · Information Technology						
6211 · Software Licenses/Subscriptions	189,534	7,434	40,221	149,313	21%	Timing of subscription payments and budgeted IT projects/equipment replacement
6212 · IT Support/Implementation	271,100	10,449	94,809	176,291	35%	
6213 · IT Equipment	96,175	3,350	38,412	57,763	40%	
Total 6210 · Information Technology	556,809	21,234	173,442	383,367	31%	
6220 · Rents and Leases						
6221 · Facilities/Equipment Lease	58,064	4,947	39,652	18,412	68%	Lease payments paid through purchase date of solar systems
6222 · Solar Lease	17,277	-	14,049	3,228	81%	
Total 6220 · Rents and Leases	75,341	4,947	53,701	21,640	71%	
6230 · Small Tools and Supplies	102,316	21,579	53,283	49,033	52%	Timing of purchases
6240 · Special Expenses						
6241 · Non-Hosted Training	180,482	5,589	64,995	115,487	36%	Timing of training
6241.1 · EDC Hosted Training	30,000	2,587	18,946	11,054	63%	Timing of Pre-Plan review services
6242 · Fire Prevention	119,050	16,916	42,952	76,098	36%	
Total 6240 · Special Expenses	329,532	25,092	126,892	202,639	39%	
6250 · Transportation and Travel						
6251 · Fuel and Oil	115,341	4,786	63,497	51,844	55%	
6252 · Travel	42,000	281	19,083	22,917	45%	
6253 · Meals & Refreshments	23,000	1,572	12,852	10,148	56%	
Total 6250 · Transportation and Travel	180,341	6,639	95,432	84,909	53%	
6260 · Utilities						
6261 · Electricity	17,500	1,075	9,926	7,574	57%	
6262 · Natural Gas/Propane	25,193	6,696	17,591	7,602	70%	
6263 · Water/Sewer	19,161	2,572	11,437	7,724	60%	
Total 6260 · Utilities	61,854	10,343	38,954	22,900	63%	
Total Operating Expenditures	\$ 21,121,361	\$ 1,527,556	\$ 14,543,734	\$ 6,577,627	69%	

El Dorado Hills Fire Department
Revenue and Expense Summary - ALL FUNDS
For the Period Ending February 28, 2022



	FINAL Budget FY21/22	Actual February 2022	Actual YTD February 28, 2022	Variance YTD Actual to Full Year Budget	(Target 67%) YTD Actual % of Full Year Budget	Notes/Comments
Operating Revenue - Operating Expenditures	\$ 2,594,076	\$ (836,039)	\$ 143,921	\$ 2,450,156		
6570 · OPEB UAL Lump Sum Payment	175,437	-	1,021,551	(846,114)	582%	Timing of transfer for FY19-20 and FY20-21
6720 · Fixed Assets	4,377,128	18,583	2,667,888	1,709,240	61%	Solar System purchases complete, Engines placed in service, \$694k in Training Center WIP
Total Expenditures	\$ 25,673,926	\$ 1,546,138	\$ 18,233,173	\$ 7,440,753	71%	
Total Revenue - Total Expense	\$ (858,489)	\$ (661,899)	\$ (2,549,062)	\$ (1,690,573)		
<u>FUND TRANSFERS</u>						
Transfers to Development Fee Fund	\$ (1,100,000)					
Transfers from Development Fee Fund	1,862,594					
Transfers to Pension Reserve Fund	(1,000,000)					
Transfers from Capital Replacement Fund	2,550,277					
Transfers to Capital Replacement Fund	(1,454,382)					
Net Change in Unassigned/Non-Spendable Fund Balance	\$ (0)					

El Dorado Hills Fire Department

3/10/2022 4:39 PM

Register: 1000 · Bank of America
 From 02/01/2022 through 02/28/2022
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/01/2022	EFT	El Dorado Disposal ...	-split-	1/01/22-1/31/22	931.26	X		629,654.32
02/01/2022	EFT	VSP Vision Care	6043 · Vision Insurance	Feb-22	777.55	X		628,876.77
02/01/2022	EFT	Sterling Administrati...	-split-		1,195.00	X		627,681.77
02/01/2022	24854	Ryan Purves	2029 · Other Payable		2,873.89	X		624,807.88
02/02/2022		Deposit	-split-	Deposit		X	124,836.95	749,644.83
02/02/2022	EFT	Sterling Administrati...	-split-		625.00	X		749,019.83
02/02/2022	EFT	P. G. & E.	-split-	Jan-22	1,030.91	X		747,988.92
02/02/2022	24855	Absolute Office Solu...	-split-		5,480.16	X		742,508.76
02/02/2022	24856	A-CHECK	6202 · Legal/Human R...	Inv # 59-06686...	27.50	X		742,481.26
02/02/2022	24857	Aflac	2100 · Payroll Liabilities	Inv # 941444	648.94	X		741,832.32
02/02/2022	24858	Aramark	6120 · Housekeeping	Acct. # 175878...	41.20	X		741,791.12
02/02/2022	24859	AT&T	-split-	Jan-22	301.21	X		741,489.91
02/02/2022	24860	Blue Ribbon Personn...	6016 · Salaries & Wag...		1,327.56	X		740,162.35
02/02/2022	24861	Delta Wireless Inc	-split-		1,025.06			739,137.29
02/02/2022	24862	El Dorado County E...	6112 · Dispatch Services	Invoice # EDC...	15,470.82	X		723,666.47
02/02/2022	24863	FedEx	6190 · Office Supplies	Acct 5320-132...	20.38	X		723,646.09
02/02/2022	24864	Hefner, Stark & Mar...	-split-		12,090.25	X		711,555.84
02/02/2022	24865	The Home Depot Pro	-split-		467.05	X		711,088.79
02/02/2022	24866	InterState Oil Compa...	-split-		1,665.71	X		709,423.08
02/02/2022	24867	Interwest Consulting ...	6242 · Fire Prevention	Invoice # 75243	4,666.25	X		704,756.83
02/02/2022	24868	Atwood Insurance	6131 · General Insurance	Invoice # 14325	3,410.00	X		701,346.83
02/02/2022	24869	Life Assist	-split-		1,712.06	X		699,634.77
02/02/2022	24870	Managed Health Net...	6204 · Other Professio...	Invoice # PRM...	654.59	X		698,980.18
02/02/2022	24871	NetPilot Web Solutio...	6212 · IT Support/Impl...	Invoice # 26130	285.00	X		698,695.18
02/02/2022	24872	Teleflex	6161 · General Medica...	Invoice # 9504...	653.86	X		698,041.32
02/02/2022	24873	Chase Bank	2029 · Other Payable	January 2022	450.00	X		697,591.32
02/02/2022	24874	Wells Fargo Bank	2026 · EDH Associate...	January 2022	5,261.10	X		692,330.22
02/02/2022	24875	Bobbi Bennett	-split-	Jan-22	200.00	X		692,130.22
02/02/2022	24876	Greg F. Durante (Dir...	-split-	Jan-22	200.00	X		691,930.22
02/02/2022	24877	Charles J. Hartley	-split-	Jan-22	200.00	X		691,730.22
02/02/2022	24878	John Giraud	-split-	Jan-22	600.00	X		691,130.22
02/02/2022	24879	Timothy J. White	-split-	Jan-22	200.00			690,930.22
02/04/2022		Deposit	1114 · Due from other ...	Deposit		X	181,888.35	872,818.57
02/04/2022	EFT	ADP	6204 · Other Professio...	Payroll Process...	697.85	X		872,120.72
02/04/2022	EFT	ADP HCM	6204 · Other Professio...	Workforce No...	270.00	X		871,850.72
02/04/2022	EFT	P. G. & E.	-split-	Jan-22	36.98	X		871,813.74
02/04/2022	EFT	State Compensation ...	6030 · Workers Compe...	Policy # 11048...	53,873.92	X		817,939.82
02/05/2022	EFT	Sterling Administrati...	-split-		115.66	X		817,824.16
02/06/2022	EFT	Sterling Administrati...	-split-		1.25	X		817,822.91
02/07/2022	EFT	Sterling Administrati...	-split-		93.68	X		817,729.23

El Dorado Hills Fire Department

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Register: 1000 · Bank of America
 From 02/01/2022 through 02/28/2022
 Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/07/2022	EFT	P. G. & E.	-split-	Jan-22	9.85	X		817,719.38
02/08/2022		Transfer from LAIF	1074 · Local Agency I...	Confirm #1657...		X	150,000.00	967,719.38
02/08/2022	EFT	Sterling Administrati...	-split-		195.00	X		967,524.38
02/08/2022	EFT	Sterling Administrati...	-split-		150.00	X		967,374.38
02/09/2022		Deposit	1010 · Paypal	PayPal Transfer		X	25,564.69	992,939.07
02/09/2022	EFT	U.S. Bank Telepay	2010 · Accounts Payable	Reference # 17...	33,134.51	X		959,804.56
02/09/2022	EFT	Sterling Administrati...	-split-		544.78	X		959,259.78
02/10/2022	EFT	Sterling Administrati...	-split-		604.00	X		958,655.78
02/10/2022	EFT	Sterling Administrati...	-split-		350.00	X		958,305.78
02/10/2022	EFT	P. G. & E.	-split-	Jan-22	2,562.55	X		955,743.23
02/10/2022	24880	Active911	6211 · Software Licens...	Invoice # 375037	1,412.50	X		954,330.73
02/10/2022	24881	Aramark	6120 · Housekeeping	Acct. # 175878...	41.20	X		954,289.53
02/10/2022	24882	ARI Investigations Inc.	-split-	Invoice # 22-104	1,200.00	X		953,089.53
02/10/2022	24883	Arnolds for Awards	-split-		70.25	X		953,019.28
02/10/2022	24884	Blue Ribbon Personn...	-split-		1,906.24	X		951,113.04
02/10/2022	24885	Caltronics Business ...	6190 · Office Supplies	Invoice # 3427...	347.88	X		950,765.16
02/10/2022	24886	Delta Wireless Inc	6145 · Radio Maintena...		599.83	X		950,165.33
02/10/2022	24887	Ferrell Gas	6262 · Natural Gas/Pro...	Account # 886...	2,306.63	X		947,858.70
02/10/2022	24888	Firefighters Bookstore	6241 · Non-Hosted Tra...		581.94	X		947,276.76
02/10/2022	24889	G & O Body Shop Inc.	6143 · Outside Work	Inv # 65294	157.50	X		947,119.26
02/10/2022	24890	Green Valley Road S...	6221 · Facilities/Equip...	Unit: H19 Tena...	339.00	X		946,780.26
02/10/2022	24891	InterState Oil Compa...	-split-		1,584.83	X		945,195.43
02/10/2022	24892	Nick Sharples Produ...	6206 · Public Relations	Invoice # 1711	862.00	X		944,333.43
02/10/2022	24893	Ross Drulis Cusenbery	-split-	Invoice # 2019...	9,047.56			935,285.87
02/10/2022	24894	The Permanente Med...	6204 · Other Professio...	Inv # SSC0201...	625.00			934,660.87
02/10/2022	24895	Time Printing	6190 · Office Supplies	Invoice # 6537	542.63	X		934,118.24
02/10/2022	24896	Trace Analytics, Inc.	6144 · Equipment Mai...	Invoice # 22-0...	178.00			933,940.24
02/10/2022	PR22-2-1		-split-	Total Payroll T...	73,444.04	X		860,496.20
02/10/2022	PR22-2-1		1000 · Bank of Americ...	Direct Deposit	264,698.42	X		595,797.78
02/10/2022	PR22-2-1		1000 · Bank of Americ...	Payroll Checks		X		595,797.78
02/11/2022			-split-	Deposit		X	232,700.19	828,497.97
02/11/2022	EFT	P.E.R.S. ING	-split-	PR22-2-1	2,570.23	X		825,927.74
02/11/2022	EFT	P.E.R.S. Retirement	-split-	PR22-2-1	111,374.87	X		714,552.87
02/11/2022	EFT	P. G. & E.	-split-	Jan-22	871.21	X		713,681.66
02/12/2022	EFT	Verizon Wireless	-split-	Jan-22	70.20	X		713,611.46
02/14/2022	EFT	Nationwide Retireme...	-split-	PR22-2-1	22,303.01	X		691,308.45
02/14/2022	EFT	Verizon Wireless	-split-	Jan-22	4,067.10	X		687,241.35
02/15/2022			6204 · Other Professio...	Service Charge	170.56	X		687,070.79
02/15/2022	EFT	De Lage Landen Fina...	6190 · Office Supplies	Account # 152...	301.31	X		686,769.48
02/15/2022	EFT	Sterling Administrati...	-split-		60.00	X		686,709.48

El Dorado Hills Fire Department

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Register: 1000 · Bank of America
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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/15/2022	EFT	Sterling Administrati...	-split-		50.00	X		686,659.48
02/17/2022	EFT	Sterling Administrati...	-split-		946.02	X		685,713.46
02/17/2022	24897	4640 Golden Foothill...	-split-	Invoice # 21296	5,184.61			680,528.85
02/17/2022	24898	7th Dimension LLC	-split-	Invoice # 184295	9,469.48	X		671,059.37
02/17/2022	24899	Advanced IPM	-split-		374.00	X		670,685.37
02/17/2022	24900	Aramark	6120 · Housekeeping	Acct. # 175878...	41.20	X		670,644.17
02/17/2022	24901	Big O Tires	6142 · Parts & Supplies		42.90	X		670,601.27
02/17/2022	24902	CA Assoc. of Profess...	-split-	Feb 2022	1,740.50	X		668,860.77
02/17/2022	24903	Churchll's Hardware ...	6150 · Facilities Maint...	Customer Acco...	22.49	X		668,838.28
02/17/2022	24904	Datacate, Inc.	-split-	Invoice # 2045...	2,661.58			666,176.70
02/17/2022	24905	Deal Heating & Air, ...	-split-		816.81	X		665,359.89
02/17/2022	24906	DNL Electric, Inc.	6150 · Facilities Maint...	Invoice # 2775	1,755.00	X		663,604.89
02/17/2022	24907	Domco Plumbing, Inc.	6150 · Facilities Maint...	Invoice # 135176	148.00	X		663,456.89
02/17/2022	24908	El Dorado Alarm & ...	6212 · IT Support/Impl...	Invoice # 9039	195.00			663,261.89
02/17/2022	24909	Firefighters Bookstore	6241 · Non-Hosted Tra...		210.59	X		663,051.30
02/17/2022	24910	Folsom Lake Ford	-split-		4,340.03	X		658,711.27
02/17/2022	24911	Folsom Lock and Sec...	6150 · Facilities Maint...	Invoice # 4500...	218.20	X		658,493.07
02/17/2022	24912	Hefner, Stark & Mar...	-split-		9,208.00	X		649,285.07
02/17/2022	24913	The Home Depot Pro	-split-		843.86	X		648,441.21
02/17/2022	24914	Kaiser Foundation H...	-split-	Account # 320...	6,434.00	X		642,007.21
02/17/2022	24915	Larry R. Fry	6034 · Health Cost of ...		238.10	X		641,769.11
02/17/2022	24916	Life Assist	-split-		946.43	X		640,822.68
02/17/2022	24917	L.N. Curtis & Sons	-split-		12,930.62	X		627,892.06
02/17/2022	24918	Longyear & Lavra, L...	6202 · Legal/Human R...	Inv # 21121	2,006.73	X		625,885.33
02/17/2022	24919	Rotary	-split-	Jan 2022 Dues	280.00			625,605.33
02/17/2022	24920	Sierra Nevada Sealco...	6150 · Facilities Maint...	Invoice # 536	3,650.00			621,955.33
02/17/2022	24921	Sierra Smoke Check	6143 · Outside Work	Invoice # 210402	60.00			621,895.33
02/17/2022	24922	Time Printing	6190 · Office Supplies	Invoice # 6573	156.79	X		621,738.54
02/17/2022	24923	Value Appliance	-split-		534.83	X		621,203.71
02/17/2022	24924	Music & More Entert...	6181 · Other Miscellan...		1,990.00	X		619,213.71
02/17/2022	24925	Roebbelen Construct...	-split-	RCMS Billing:...	9,535.00	X		609,678.71
02/17/2022	24926	Skyhawk Photography	6242 · Fire Prevention	Invoice # 3377	12,250.00	X		597,428.71
02/22/2022		Transfer from LAIF	1074 · Local Agency I...	Confirm #1658...		X	750,000.00	1,347,428.71
02/22/2022	EFT	Verizon Wireless	-split-	Jan-22	420.11	X		1,347,008.60
02/22/2022	EFT	Sterling Administrati...	-split-		6,192.15	X		1,340,816.45
02/22/2022	EFT	Sterling Administrati...	-split-		565.00	X		1,340,251.45
02/23/2022	EFT	ADP	6204 · Other Professio...	Year-End Repo...	556.75	X		1,339,694.70
02/23/2022	EFT	P.E.R.S. ING	-split-	PR22-2-2	2,570.23	X		1,337,124.47
02/23/2022	EFT	P.E.R.S. Health	-split-	March 2022	223,649.94	X		1,113,474.53
02/23/2022	EFT	P.E.R.S. Retirement	-split-	PR22-2-2	107,111.16	X		1,006,363.37

El Dorado Hills Fire Department

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Register: 1000 · Bank of America
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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
02/23/2022	EFT	Sterling Administrati...	-split-		9.21	X		1,006,354.16
02/24/2022		El Dorado Disposal ...	6120 · Housekeeping	VOID Check # ...		X	391.98	1,006,746.14
02/24/2022	EFT	Nationwide Retireme...	-split-	PR22-2-2	22,303.01	X		984,443.13
02/24/2022	EFT	Sterling Administrati...	-split-		85.00	X		984,358.13
02/24/2022	EFT	Sterling Administrati...	-split-		3,281.25	X		981,076.88
02/24/2022	EFT	Sterling Administrati...	-split-		512.00	X		980,564.88
02/24/2022	24927	Active911	6211 · Software Licens...	Invoice # 386953	1,412.50			979,152.38
02/24/2022	24928	Andrew Doe	-split-		195.00	X		978,957.38
02/24/2022	24929	Aramark	6120 · Housekeeping	Acct. # 175878...	41.20			978,916.18
02/24/2022	24930	Blue Ribbon Personn...	-split-		953.12			977,963.06
02/24/2022	24931	Capital Building Mai...	-split-	Invoice # 13604	1,207.17			976,755.89
02/24/2022	24932	El Dorado Disposal ...	-split-	1/01/22-1/31/22	391.98			976,363.91
02/24/2022	24933	Firefighters Bookstore	-split-		566.17	X		975,797.74
02/24/2022	24934	AT&T Mobility	-split-	Invoice # 2872...	296.68			975,501.06
02/24/2022	24935	InterState Oil Compa...	-split-		1,535.95	X		973,965.11
02/24/2022	24936	Jim Mackensen	6241.1 · EDC Hosted ...		1,800.00			972,165.11
02/24/2022	24937	Liberty Bell Smart H...	-split-		74.99	X		972,090.12
02/24/2022	24938	Liebert Cassidy Whit...	-split-		1,292.00			970,798.12
02/24/2022	24939	Life Assist	-split-		2,619.62	X		968,178.50
02/24/2022	24940	L.N. Curtis & Sons	-split-		1,199.91			966,978.59
02/24/2022	24941	Metropolitan Life Ins...	6031 · Life Insurance	Customer Num...	453.60			966,524.99
02/24/2022	24942	Signal Service	6150 · Facilities Maint...	Invoice # 347938	126.00	X		966,398.99
02/24/2022	24943	Sterling Administrati...	-split-	Invoice # 611150	1,248.00			965,150.99
02/24/2022	24944	Bryce De Witt	2029 · Other Payable		1,846.84			963,304.15
02/24/2022	PR22-2-2		-split-	Total Payroll T...	74,622.74	X		888,681.41
02/24/2022	PR22-2-2		1000 · Bank of Americ...	Direct Deposit	269,835.40	X		618,846.01
02/24/2022	PR22-2-2		1000 · Bank of Americ...	Payroll Checks		X		618,846.01
02/25/2022			-split-	Deposit		X	101,120.55	719,966.56
02/25/2022		Deposit	3500 · Misc. Operating...	US Bank Rewa...		X	1,665.98	721,632.54
02/25/2022	EFT	Allied Administrator...	6042 · Dental Insurance	March 2022	5,311.98	X		716,320.56
02/26/2022	EFT	Sterling Administrati...	-split-		3,574.93	X		712,745.63
02/28/2022		Deposit	3513 · Rental Income (...)	Deposit		X	2,100.00	714,845.63
02/28/2022	EFT	State Compensation ...	6030 · Workers Compe...	Policy # 11048...	53,873.92			660,971.71
02/28/2022	EFT	P. G. & E.	-split-	Jan-22	520.30			660,451.41

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



MONTHLY OPERATIONS REPORT
FEBRUARY 2022

*All times are collected using a combination of Active 911 and Crystal Reports. The times are provided with the best accuracy possible given the limitations of technology in our system. The current system does not allow for accurate data collection.

Response (Per District) - 2022 vs. 2021

Response District	# of Responses <u>FEB. 2022</u>	# of Responses <u>Y.T.D. 2022</u>	# of Responses <u>FEB. 2021</u>	# of Responses <u>Y.T.D. 2021</u>
84	52	125	45	109
85	69	145	77	164
86	43	98	44	84
87	83	183	110	220
91	4	12	5	11
92	2	3	3	5
Mutual Aid	68	149	45	98
Transfer	15	25	21	36
TOTALS	336	740	350	727

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

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

Response (Per Unit) – 2022 vs. 2021

Unit Number	# of Responses <u>FEB. 2022</u>	# of Responses <u>Y.T.D. 2022</u>	# of Responses <u>FEB. 2021</u>	# of Responses <u>Y.T.D. 2021</u>	# of Responses <u>TOTAL 2021</u>
E-84	59	139	57	136	948
T-85/E-85	104	209	96	208	1,254
E-86	55	124	68	68	813
E-87	98	204	114	224	1,370
E-91	12	34	15	39	288
M-85	193	414	196	412	2,426
B-85	41	88	35	63	545

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

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

Response (By Type of Call) – February 2022

RESPONSE DISTRICT	FALSE ALARMS	FIRE CALLS	GOOD INTENT CALLS	HAZEROUS CONDITION	EMS, RESCUE CALLS	PUBLIC SERVICE CALLS	EXPLOSIONS	SEVERE WEATHER CALLS	SPECIAL, OTHER CALLS
84	4	3	6	1	32	6	0	0	0
85	2	1	3	1	51	11	0	0	0
86	1	3	4	1	32	2	0	0	0
87	7	1	8	2	57	8	0	0	0
91	0	0	1	0	3	2	0	0	0
92	0	0	0	0	1	0	0	0	0
A/M	0	4	28	0	57	0	0	0	0
TOTAL	14	12	50	5	227	27	0	0	0

(Totals exclude transfers by M85)

Response (Incident Type) – February 2022

Incident Type	Incident Description	Number of Incidents
100	Fire, Other	1
111	Building fire	4
112	Fires in structure other than in a building	1
113	Cooking fire, confined to container	1
114	Chimney or flue fire, confined to chimney or flue	2
131	Passenger vehicle fire	1
154	Dumpster or other outside trash receptacle fire	1
160	Special outside fire, Other	1
200	Overpressure rupture, explosion, overheat other	1
321	EMS call, excluding vehicle accident with injury	4
321C	EMS call, Cardiac	20
321G	EMS call, General Medical	115
321N	EMS call, Cancelled at Scene No Pt. Contact	5
321R	EMS call, Respiratory	18
321T	EMS call, Trauma, excluding veh accident with injury	42
321X	EMS call, Transfer	13
322	Motor vehicle accident with injuries	3
323	Motor vehicle/pedestrian accident (MV Ped)	1
324	Motor Vehicle Accident with no injuries	5
350	Extrication, rescue, Other	1
412	Gas leak (natural gas or LPG)	3
413	Oil or other combustible liquid spill	1
424	Carbon monoxide incident	1
511	Lock-out	1
531	Smoke or odor removal	2
542	Animal rescue	2
550	Public service assistance, Other	1
553	Public service	1
554	Assist invalid	19
561	Unauthorized burning	1
600	Good intent call, Other	1
611	Dispatched & cancelled en route	4
611A	Dispatched & canceled en route Fire Alarm	2
611F	Dispatched & canceled en route to Fire	5
611M	Dispatched & canceled en route Medical	16
611T	Dispatched & canceled en route Traffic Collision	7
622	No Incident found on arrival at dispatch address	9
631	Authorized controlled burning	3

650	Steam, Other gas mistaken for smoke, Other	1
651	Smoke scare, odor of smoke	2
730	System malfunction, Other	1
733	Smoke detector activation due to malfunction	6
735	Alarm system sounded due to malfunction	1
736	CO detector activation due to malfunction	1
740	Unintentional transmission of alarm, Other	1
743	Smoke detector activation, no fire - unintentional	1
744	Detector activation, no fire - unintentional	1
745	Alarm system activation, no fire - unintentional	2

*Emergency Response Summary –
Medic Units Response Time - El Dorado
February 2022*

URBAN RESPONSE.

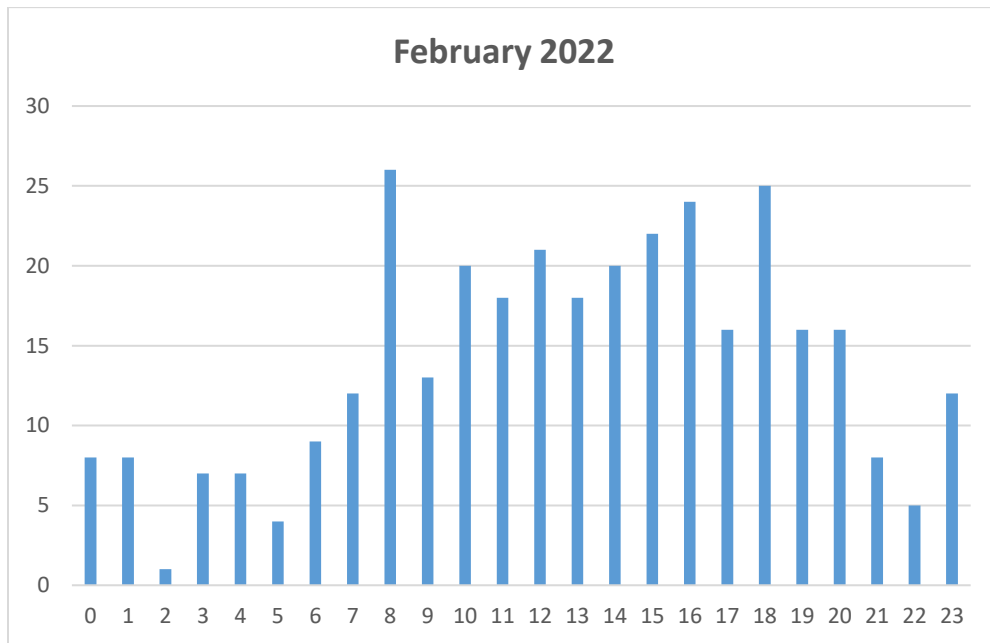
11-minutes, 90% of time

Response Time Between 00:00:00 - 00:00:59	2.87%
Response Time Between 00:01:00 - 00:01:59	4.92%
Response Time Between 00:02:00 - 00:02:59	11.07%
Response Time Between 00:03:00 - 00:03:59	25.41%
Response Time Between 00:04:00 - 00:04:59	45.90%
Response Time Between 00:05:00 - 00:05:59	57.38%
Response Time Between 00:06:00 - 00:06:59	66.80%
Response Time Between 00:07:00 - 00:07:59	71.72%
Response Time Between 00:08:00 - 00:08:59	77.87%
Response Time Between 00:09:00 - 00:09:59	85.25%
Response Time Between 00:10:00 - 00:10:59	90.98%

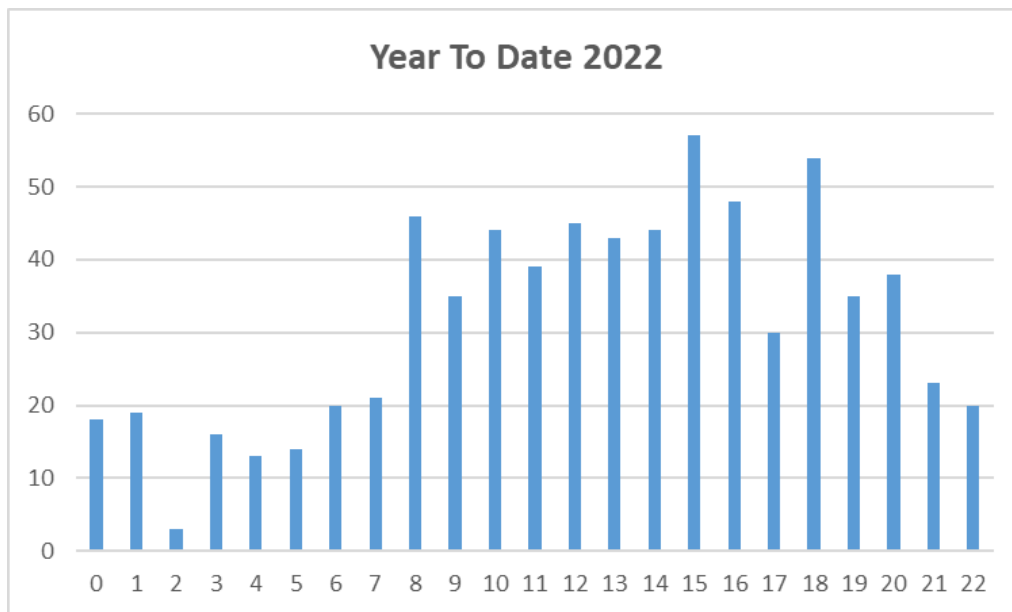
Medic Unit Response Comparison by Month/Year

MONTH	2022	2021
January	91.28%	93.57%
February	90.98%	91.13%
March		93.59%
April		91.67%
May		89.19%
June		88.48%
July		89.59%
August		85.71%
September		89.32%
October		89.96%
November		90.98%
December		87.54%

Incidents by Hour of the Day



Hour of Day



Hour of Day

Celebration of Life

CELEBRATION OF LIFE – Personnel attended, and the Honor Guard participated in the celebration of life for Stockton Fire Department, Fire Captain Max Fortuna, who died in the line of duty.



Training Division Update

February was the second month of a three-month block devoted to residential structural firefighting. In the second block, crews focused on ground ladders, aerial ladder use in the residential setting, and conventional forcible entry.

Crews also participated and completed the second battalion crew evaluations. During these evaluations, Battalion Chiefs were provided an opportunity to evaluate each one of their crews on several different tasks. The goal is to improve consistency between the different crews as well as battalions. This also provides an opportunity for the Training Division to look for trends and needs.

Crews also participated in the bi-monthly EMS focused training. During this month's training crews were faced with a cardiac arrest victim. The drill was a multi-company drill where there was a "firefighter down" in a cardiac arrest situation.



Battalion Chief Updates

B-Shift – Chief Antonio Moreno

Incidents

MOTOR VEHICLE FIRE – Single vehicle was well involved upon arrival of fire resources. No injuries were reported.



NATURAL GAS LEAK – Montano de El Dorado Plaza. A report of a natural gas leak behind a commercial building. A small leak on the service line to the meter for Relish Burger was located. The building occupancies were evacuated. PG&E arrived and shut down the entire building to



Multi-Co – EMS Drill

Station 87

All Companies



Engineer Training

Response Area 84

E84



Multi-Co - Extrication

Station 86

All Companies



Area Orientation Response Area 83: Ulenkamp Rd/ Lazy Knoll Ct

B85



Battalion 85 began orientating to access points and hazard potentials for these areas in preparation for the upcoming fire season.

Command Training

Training Center

B85, E85



Command scenarios were provided to practice, Size-Ups, Report on Conditions, and tactical assignments.

Multi-Agency

Confined Space Drill

B 85 & T 85

Personnel participated in a multi-jurisdictional training with Folsom Fire Department. In the simulation a person was trapped in a confined space.



Performance Drills

Station 86

All Companies

Each company was assigned a series of tasks to complete: 35 Ladder Raise, Roll-up Door Forcible Entry, and Commercial Vertical Ventilation.



Engine 84



Engine 84



Engine 86



Engine 85



Engine 85



Engine 87

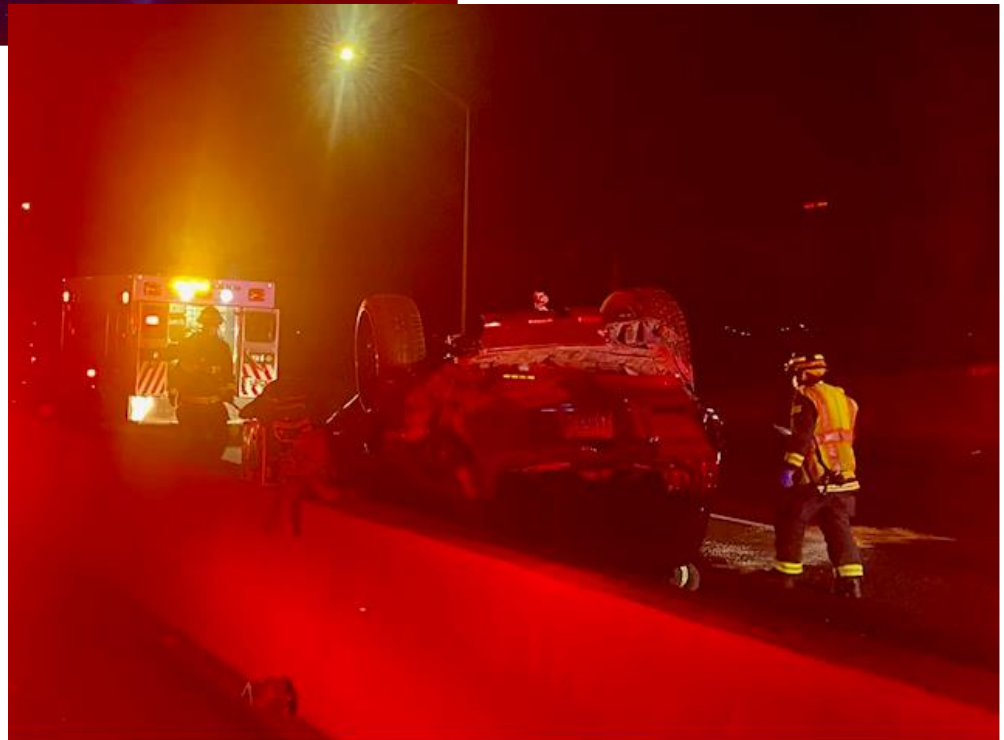


Engine 83

C-Shift – Chief Dave Brady

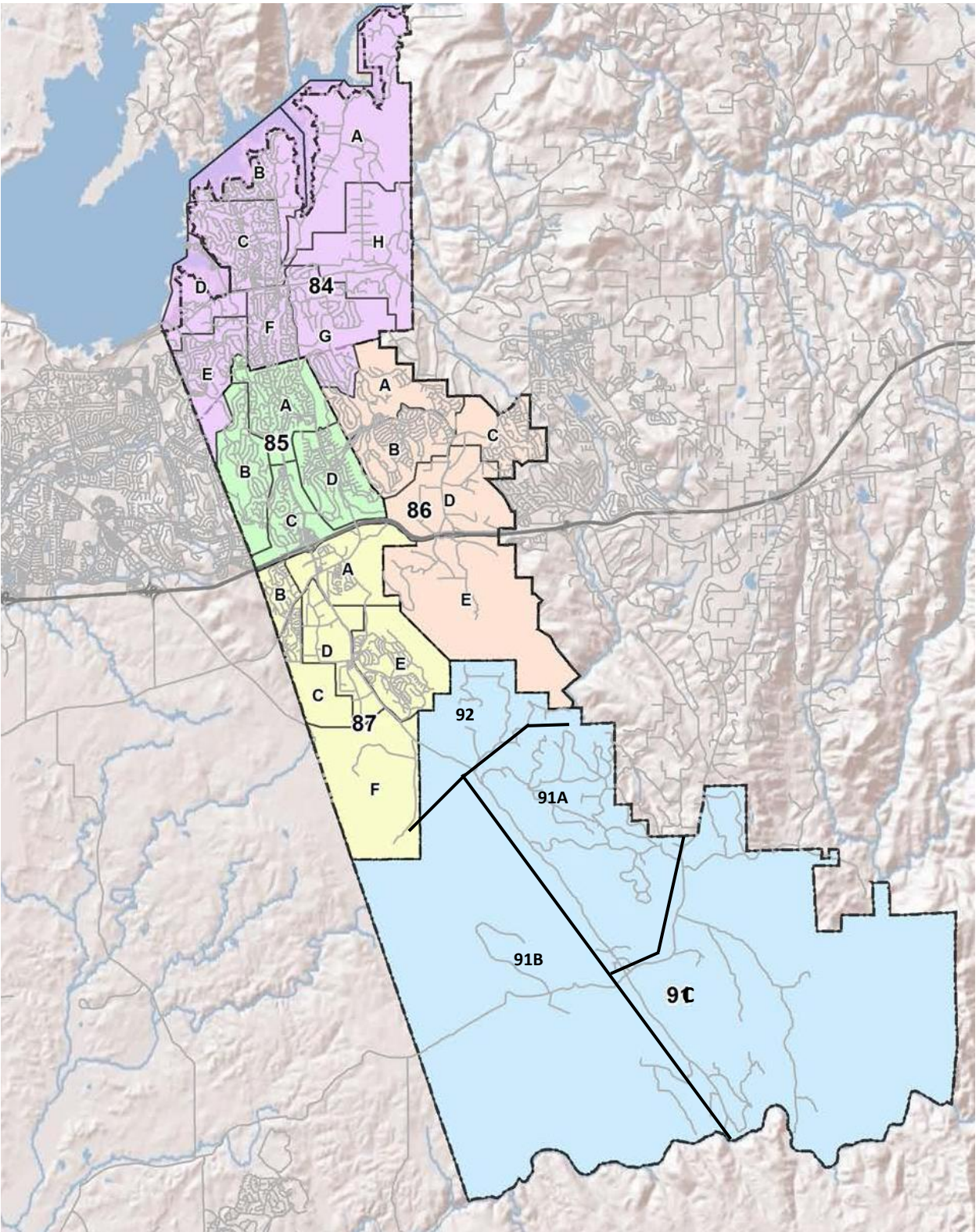
Incidents

MOTOR VEHICLE COLLISION – Single vehicle rollover on Hwy 50



RESIDENTIAL STRUCTURE FIRE – Garbage receptacle caught fire and extended to a fence and two residential structures.





18294
Sonoma Highway
Sonoma
CA 95476

TEL 707 996 8448
FAX 707 996 8542

ARCHITECTURE

January 11, 2022

Dustin Hall
Deputy Chief
El Dorado Hills Fire Department
Administrative Office
1050 Wilson Boulevard
El Dorado Hills, CA 95762

Re: El Dorado Hills Fire Training Center: Proposal for Architecture/Engineering (A/E) Construction Phase Services for the El Dorado Hills Fire Department, Fire Training Center Project, El Dorado Hills, CA

Dear Deputy Chief Hall:

RossDrulisCusenbery Architecture, Inc. (RDC) is pleased to submit this proposal for Construction Phase A/E Services for the new El Dorado Hills Fire Department, Fire Training Center to be constructed at Cypress Point Court, APN 117-210-19, El Dorado Hills, CA.

RDC is the Architect of Record for this project. The project was released to bid on 1/4/2022. We expect construction to begin in Q1 of 2022 and complete following a 12-month construction duration. RDC holds a Master Services Agreement with EDHFD to provide task order based professional services for this project. Our prior task orders for the project excluded the provision of Construction Phase Services. The following proposal provides Construction Phase services for the project.

Construction Phase Services Scope of Work

RDC will provide Construction Phase services necessary for the administration of the construction contract including; attendance at weekly virtual Owner/Architect/Contractor (OAC) meetings, attendances at periodic job site visits, review of contractor prepared submittals and shop drawings; preparation of construction field observation reports; response to Requests for Information (RFI); issuance of clarifications on the Contract Documents; review of Contractor requests for additional cost and/or time and coordination with the Construction Manager. RDC will provide on average approximately 16 hours per week of construction phase services over the construction period.

Deliverables Include:

- Pre-construction meeting
- Weekly Virtual Construction meeting
- Review and respond to RFI's
- Prepare and issue Construction Bulletins and ASIs
- Review Submittals and respond
- Shop drawing review and response
- Punch List preparation
- Final job walk and observation

- Review record drawing prepared by contractor
- Review warranties, manuals and records compiled by contractor
- Review final close out documentation

Construction Duration: 12 months

FEE

The following fee applies.

FIRM	DISCIPLINE	CONSTRUCTION PHASE FEE
RossDrulisCusenbery Architecture, Inc. (RDC)	Architect of Record	\$138,240
ZFA Structural Engineers, (ZFA)	Structural Engineers	\$35,000
TEP Engineering	Mechanical Engineers	\$2,500
Summit Engineering	Electrical Engineers	\$5,500
Warren Consulting Engineers Inc.	Civil Engineers	\$5,000
Yamasaki Landscape Architecture	Landscape Architecture	\$2,500
Total Fee		\$188,740.00
Reimbursable expenses are additional		

EXCLUSIONS

The following services are excluded from this proposal: Provision of services in excess of 12 months will be billed hourly, provision of A/E design services for new buildings or site improvement work currently not documented in the Contract Documents, responsibility for job site safety, shoring design, special inspections, geotechnical observation, preparation of OAC Meeting Summaries, preparation of construction schedules, cost analysis of proposed change orders and LEED certification.

Thank you for including RDC on the El Dorado Hills Fire Training Center Team! We look forward to breaking ground and a successful project completion. Please contact me should you have any questions or require clarifications.

Sincerely,



Michael B. Ross, AIA, NCARB

Principal

RossDrulisCusenbery Architecture, Inc.



El Dorado Hills Fire Department

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

Maurice Johnson
Fire Chief

DATE: March 17, 2022
TO: Board of Directors
AGENDA ITEM: **Item XII B**
SUBJECT: Air Support Unit

TOPIC

Staff seeks Board authorization to post a Request for Quotation (RFQ) for the upgrade of the Air Support Unit.

SUMMARY/DISCUSSION

The Department's current Air Support Unit has an air system that does not meet the higher air pressure demand that will be required to fill the new Self-Contained Breathing Apparatus (SCBA) cylinders that will be placed in service in June 2022.

The upgrade to the Air Support Unit was approved by the Board of Directors in the 2021/22 Final Budget. The upgrade includes the air compressor, filling station, and associated parts. The upgrade will secure the Department's ability to fill high-pressure air cylinders into the foreseeable future.

FISCAL IMPACT

There is \$85,000 secured in the 2021/22 Final Capital Assets Budget for the upgrade to the Air Support Unit. 26.5% of this project will be funded with Development Fee funds and the remainder will come from the Capital Replacement Fund. Staff does not anticipate exceeding the budgeted amount on this upgrade.

RECOMMENDATION

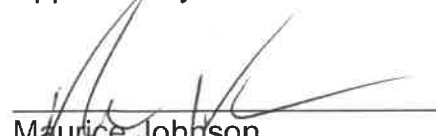
Staff respectfully recommends the Board approve posting/releasing of the RFQ.

Submitted by:



Dustin Hall
Deputy Chief – Operations

Approved by:



Maurice Johnson
Fire Chief

**EL DORADO HILLS
FIRE DEPARTMENT**

Issued: March 21, 2022



**REQUEST FOR QUOTATIONS
(RFQ)**

Retrofit of Mobile Air Unit Vehicle
Self-Contained Breathing Apparatus (SCBA) Refill System

Deadline for Submission of Proposals:
April 21, 2022, by 2:00p.m.

For an electronic version of this Request for Quotes, go to:
<https://edhfire.com/>

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ATTACHMENTS –

 EXHIBIT A – PICTURES OF VEHICLE TO BE RETROFITED

SECTION ONE: ACTIVITIES AND TIMELINES

ACTIVITY	DATE
• Release of published Request for Quotes	March 21, 2022
• Deadline for receiving all questions	March 30, 2022, by 2:00p.m.
• Deadline for proposal responses to be received by District	April 21, 2022, by 2:00p.m.
• Notice of Intent to Award (Tentative)	April 26, 2022
• Deadline for protest (Tentative)	May 3, 2022
• Contract executed (Tentative)	June 6, 2022

SECTION TWO: GENERAL QUOTES SUMMARY

This Request for Quotes is to invite formal proposals from vendors who wish to be considered for selection to provide a retrofit to an existing mobile breathing support vehicle, including all equipment, parts, labor, and training to the El Dorado Hills Fire Department (EDHFD).

SECTION THREE: PROGRAM BACKGROUND AND OVERVIEW

The EDHFD has encumbered the funds to purchase a new 6000 psi compressor and have it installed on an existing mobile air support vehicle. The existing compressor and associated system will require removal. We are looking for a vendor that can complete this retrofit no later than June 30, 2022, or at a time that is agreed to by both the Department and the successful vendor. EDHFD will be utilizing SCOTT Safety cylinders at 5500 psi however through mutual aid with other agencies, this system shall be compatible to provide air refill for multiple SCBA cylinder manufacturers with pressures up to 5500 psi.

SECTION FOUR: SCOPE OF BID

- A. Remove existing 5000 psi air system from vehicle.
- B. Install existing ASME air storage cylinders onto new compressor skid.
- C. Install new 6000 psi compressor skid and fill station into vehicle's body.
- D. System shall be interoperable with multiple SCBA cylinder manufacturers and pressure requirements.
- E. System shall be able to simultaneously fill two cylinders while a turntable allowing for two additional cylinders to be connected and quickly rotated from standby position to the filling position.
- F. Plumb new system together with existing system connections where applicable.
- G. Include any and all metal fabrication and powder coat painting.
- H. Perform final operational testing on equipment.

- I. The selected vendor will work cooperatively with EDHFD to provide product support to include training for a minimum of one (1) full eight (8) hour training day to ensure personnel are adequately trained to operate the new equipment.
- J. System shall include electronic CO monitoring with audible alarm and automatic shut-down.
- K. All newly installed equipment shall be in compliance with OSHA safety standards.

SECTION FIVE: PROPOSAL PACKAGE REQUIREMENTS
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A. PROPOSAL FORMAT

Proposals are to be straightforward, clear, concise, and responsive to the information requested. For proposals to be considered complete, proposers must provide all requested information.

Each proposer must submit one (1) original proposal and **two (2) additional copies of the proposal**. The original must be clearly marked "ORIGINAL."

B. PROPOSAL ELEMENTS

1. **Cost - Include** in cost proposal a breakout of the following:
 - a. Equipment
 - b. Shipping
 - c. Installation of Equipment
 - d. Training for EDHFD Personnel
 - e. Tax
 - f. Total Cost
2. **Availability** - List date in which completed retrofit vehicle will be delivered to the El Dorado Hills Fire Department.

SECTION SIX: BID PROPOSAL PROCESS

A. SUBMITTAL OF PROPOSALS

Sealed proposals must be received at the El Dorado Hills Fire Department Administration Office, **NO LATER THAN April 21, 2022, by 2:00p.m.**

Proposals are to be addressed as follows:

**Request for Quotes – Mobile Air Unit Retrofit
El Dorado Hills Fire Department
Attn: Deputy Chief, Dustin Hall
1050 Wilson Blvd,
El Dorado Hills, CA 95762**

Proposer's name and return address must also appear on the envelope.

Proposals will be received only at the address shown above and must be received by the time indicated. It is the sole responsibility of the proposer to send or deliver its proposal so that it is received by the time and date required, regardless of postmark. Any proposal received after said time and/or date or at a place other than the stated address, cannot be considered and **will not be accepted**. No e-mailed or facsimile proposals will be considered. The Administration Office time stamp shall be considered the official timepiece for the purpose of establishing the actual receipt of proposals.

B. SUBMITTER'S QUESTIONS

Questions regarding the Quote Proposals must be submitted exclusively in writing to EDHFD by **March 30, 2022, by 2:00p.m.** EDHFD will not respond to any questions submitted after this time. EDHFD will use an addendum to the Bid Proposal to post any questions received, along with written responses, on the EDHFD website, www.edhfire.com. **It is the responsibility of the proposers to check the EDHFD website to review the questions and responses.** Any oral responses to questions are not binding on EDHFD.

Questions should be addressed to:

**El Dorado Hills Fire Department
Attn: Deputy Chief, Dustin Hall
1050 Wilson Blvd
El Dorado Hills, CA 95762**

C. COSTS OF DEVELOPING THE PROPOSAL

All costs incurred in the preparation of a proposal are the responsibility of each proposer and will not be reimbursed by EDHFD.

D. PROPOSAL TERMS AND CONDITIONS

It is the responsibility of each proposer to be familiar with all the specifications, terms, and conditions of the Bid Proposal. By the submission of a proposal, the proposer certifies that if awarded a contract, proposer will make no claim against EDHFD based upon ignorance of or misunderstanding of the specifications.

Each proposer shall submit its proposal with the understanding that the proposal will become a part of the official file on this matter and shall be subject to disclosure, if requested by a member of the public, following the completion of negotiations.

By submitting a proposal, each proposer certifies that all statements in this proposal are true. This constitutes a warranty, the falsity of which shall include the right, at EDHFD's option, of declaring any contract made, as a result thereof, null and void. Proposals shall be completed, executed, and submitted in accordance with the instructions of this Quote Proposal. If a proposal is not submitted in the format specified in this Quote Proposal, it may be rejected, unless EDHFD determines that the nonconformity is either a minor irregularity or that the defect or variation in the proposal is immaterial or inconsequential. EDHFD may give the proposer an opportunity to cure any deficiency resulting from a minor irregularity or an immaterial or inconsequential defect, or EDHFD may waive such deficiency, whichever is most advantageous to EDHFD.

EDHFD cannot accept proposals from any individual who is currently employed with the EDHFD (California Government Code §29708).

E. EVALUATION OF PROPOSALS

The objective is to perform a thorough and fair evaluation of submitted proposals and facilitate the selection of a vendor that best satisfies EDHFD's requirements. The following describes the evaluation process and associated components.

1. SELECTION PROCESS

This quote will be awarded to the vendor that offers the best price and can meet the deadline for delivery.

2. EVALUATION CRITERIA & SCORING

A.	Cost of Proposal	95 pts
B.	Availability to Deliver Product by Deadline	5 pts

3. AWARD

Award will be made to the qualified proposer whose proposal will be most advantageous to EDHFD, with price and availability to deliver product.

Proposers will receive mailed Award/Non-Award notification(s), which will include the name of the proposer to be awarded this contract.

Proposers are advised EDHFD reserves the following prerogatives:

- To reject any or all proposals,
- To consider historic information and fact, whether gained from the proposer's proposal or any other source, in the evaluation process; and
- The proposer is cautioned that it is the proposer's sole responsibility to submit information related to the evaluation categories and EDHFD is under no obligation to solicit such information if it is not included with the proposal. Failure of the individual or firm to submit such information may cause an adverse impact on the evaluation of the proposal.

F. PROTEST/APPEAL PROCESS

The following procedure is provided in the event that a proposer wishes to protest the Quote Proposal process or appeal the recommendation to award a contract for Retrofit of Mobile Air Unit once the Notices of Award/Non-Award have been issued.

Any protest must be submitted in writing to:

**El Dorado Hills Fire Department
Attn: Deputy Chief, Dustin Hall
1050 Wilson Blvd
El Dorado Hills, CA 95762**

The protest must be submitted before 2:00 p.m. of the fifth (5) business day following the date of the Notice of Award. The protest must contain a complete statement of the basis for the protest. The protest must include the name, address, telephone number, and e-mail address of the person representing the protesting party. The procedure and time limits are mandatory and are the proposer's sole and exclusive remedy in the event of a bid protest.

Proposer's failure to comply with these procedures shall constitute a waiver of any right to further pursue the protest, including filing a Government Code claim or legal proceedings.

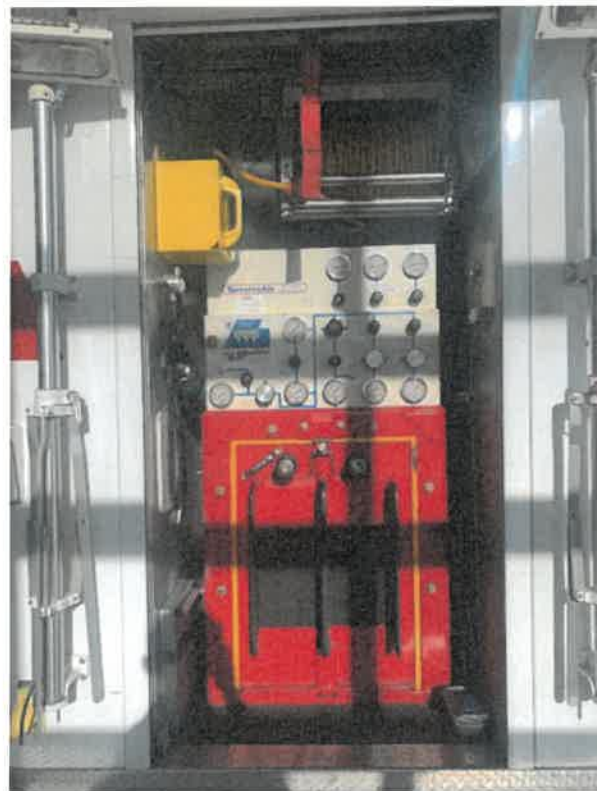
Upon receipt of written protest/appeal, EDHFD will review and provide an opportunity to settle the protest/appeal by mutual agreement, will schedule a meeting to discuss or issue a written response to advise of an appeal/protest decision within five (5) business days of receipt of the appeal/protest.

G. PUBLIC RECORDS ACCESS

Proposers should be aware that submitted proposals are subject to the California Public Records Act and may be disclosed to members of the public upon request. It is the responsibility of the proposers to clearly identify information in their proposals that they consider to be confidential under the California Public Records Act. To the extent that EDHFD agrees with that designation, such information will be held in confidence whenever possible. All other information will be considered public.

All information regarding the proposals will be held as confidential until such time as the Review Committee has completed its evaluation and, or if, contract negotiations are complete.

EXHIBIT A



Reserve Fund Policy

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

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

The Board shall establish and maintain specific reserves as follows:

Operating Reserve Fund (“ORF”)

Special Districts, such as the El Dorado Hills County Water District (“the District”), receive Property Tax revenue as their primary source of funds in December and April each year. Because of the timing of this funding, there are multiple months during the year in which cash outflows exceed inflows. The ORF is intended to ensure adequate cash is available at all times for the District to continue in its normal course of business without having to utilize dry period funding. It is also intended to serve as a backup source of funds if an extraordinary event were to occur that disrupts the normal revenue collection cycle.

The ORF shall be funded to cover a minimum of six (6) months of Operating Expenses based on the prior fiscal year adopted Final Budget.

Capital Replacement Reserve Fund (“CRRF”)

The annual allocation to the CRRF shall be based on the most current Capital Asset Replacement Schedule, as maintained by the Fire Chief. The annual allocation shall be calculated based on the estimated replacement cost of existing capital assets, the estimated year of replacement, and any other known factors that may impact the cost or life of the assets. An annual inflation factor and an investment rate of return will be among the assumptions used in this calculation. In addition, any shortfall identified in the existing CRRF balance shall be amortized over 10 years and added to the calculated annual allocation amount. Alternatively, the Board may elect to fund any shortfall, or any new asset purchase added to the schedule, utilizing the Operating Reserve Fund in years there is budgeted excess of revenues over expenditures. This additional fund transfer would be approved by the Board in the Final and/or Mid-Year Budget.

The Board shall provide for the annual contribution so as to accumulate sufficient funds to replace, repair or restore the District’s capital assets at the end of their useful lives. This would include future assets to be purchased that are not reasonably expected to be funded by future Development Fees. Except as provided below, the Board shall not expend funds from the CRRF for any purpose other than to purchase, repair, replace or restore such facilities and equipment as deemed necessary to maintain appropriate levels of service to the community.

The Board may, through the annual budget process, determine that there are not sufficient funds available to transfer the calculated allocation amount to the CRRF in any given fiscal year. The Board may, by approval of the Final Budget, decide to contribute a lesser amount than the calculated allocation. This shortfall will be amortized and added to the future calculation as described above. The Board may by a supermajority vote (4/5), declare a “Financial Emergency”.

With this declaration, funds in the CRRF, up to a maximum of thirty-three (33%) percent, would be available to fund District operations.

Pension Reserve Fund

The Board shall set aside funds restricted for the purpose of managing unfunded Pension liabilities as identified in the annual actuarial report.

- a. At a minimum, the Board will make the annual minimum required employer contribution as calculated by CalPERS to fund the Pension liability for all Safety and Non-Safety plans. This payment shall be made utilizing operating funds and not Pension Reserve Funds, unless a “Financial Emergency” is declared by the Board by a supermajority vote (4/5).
- b. Secondly, the Board shall maintain a restricted Pension Reserve Fund in a qualifying IRC Section 115 Trust Account. This account will be funded utilizing excess Operating funds in the Board approved Final and/or Mid-Year Budget each year.
- c. The Board shall ensure that the pension funded ratio remains at no less than 75% funded as identified in the most current PERS Actuarial report. Both the Pension Reserve Fund balance and assets held with CalPERS shall be included when calculating the funded ratio.
- d. In no case shall the Board reduce the Pension Reserve Fund for any purpose other than to make additional payments to CalPERS toward the current year pension normal cost or toward the pension unfunded liability.

Other Post Retirement Benefits (“OPEB”) Fund

The Board shall set aside funds for the purpose of managing unfunded OPEB liabilities as identified in the bi-annual actuarial report.

- a. To the extent there is an excess of total revenues over total expenditures after all other fund transfers in any fiscal year, the Board will make the actuarially determined recommended contribution to pay down the OPEB unfunded liability.
- b. Funds can only be transferred to a qualifying IRC Section 115 Trust Account designated for OPEB.

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

The Board shall not expend funds allocated to any specific reserve fund for any purpose other than in accordance with this Reserve Fund Policy.

PASSED AND ADOPTED THIS 17th DAY OF MARCH 2022

Bobbi Bennett, President

ATTEST:

Jessica Braddock, Board Secretary

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PASSED AND ADOPTED THIS 17st DAY OF MARCH 2022

Commented [JB1]: To update

| Bobbi Bennett, President

ATTEST:

Jessica Braddock, Board Secretary

