



**EL DORADO COUNTY FIRE PROTECTION DISTRICT
BOARD MEETING**

**AGENDA
Fireman's Hall
3734 China Garden Road
Diamond Springs, CA 95619**

**June 18, 2026
Meeting chat link**

[https://us02web.zoom.us/launch/jc/87017838135](https://us02web.zoom.us/jc/87017838135)

Meeting ID: 870 1783 8135

**One tap mobile
1(669)900-9128**

**Vacant (Div. 1)
Mickey Kaiserman (Div. 2)
Jim Edmiston (Div. 3)**

**Lloyd Ogan (Div. 4)
Lloyd Rutherford (Div. 5)
Paul Gilcrest (Div. 6)
Michael Pettibone (Div. 7)**

12:15 P.M. OPEN SESSION

PUBLIC COMMENT:

Any person wishing to address the Board on any item on the closed session portion of the agenda may do so at this time.

12:20 P.M. CLOSED SESSION

- A. Conference With Labor Negotiators
Agency Designated Representative: Fire Chief
El Dorado County Fire Professional Firefighters Association – Local 3556
The Management Employees Association
The Non-Safety Employees Association

- B. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
(Paragraph (1) of subdivision (d) of Section 54956.9)

1:00 P.M. OPEN SESSION

1. CALL TO ORDER:

2. ROLL CALL:

3. PLEDGE OF ALLEGIANCE:

4. APPROVE AGENDA:

5. CONSENT CALENDAR:

(All items approved on a single vote except those pulled for individual discussion and action).

A. Minutes: May 21, 2026, Board Meeting

B. Board of Directors Division Map

C. Mandatory/Call Back Policy

D. Claim Payments/Deposits:

<u>ECF Claims:</u>	<u>District Deposit:</u>	<u>Diamond Springs Claims:</u>
\$15,350.95	\$1,967.00	\$31,513.52
\$1,996.59	\$4,912.14	\$6,179.51
\$941.93	\$101.84	\$638.28
\$2,200.00	\$4,878.83	\$158,662.41
\$1,374.00	\$101.84	\$1,527.00
\$6,948.75	\$707,784.94	\$27,069.38
\$246.00	3,860.96	\$3,496.22
\$16,646.75		
\$49,684.16		
\$57,177.43		
\$1,527.00		
\$9,653.93		
\$17,200.00		
\$2,068.31		
\$15,894.59		
\$182,819.11		

6. PUBLIC COMMENT:

(Any person wishing to address the Board on any item that is not on the agenda may do so at this time. Public comments are limited to three minutes per person.)

7. REPORT OF ACTION TAKEN IN CLOSED SESSION:

A. Conference With Labor Negotiators

Agency Designated Representative: Fire Chief

El Dorado County Fire Professional Firefighters Association – Local 3556

The Management Employees Association

The Non-Safety Employees Association

- B. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
(Paragraph (1) of subdivision (d) of Section 54956.9)
Case number ADJ21468563

10. **DEPARTMENTAL MATTERS:**

- A. **Administrative** – Reclassification of Fire Marshal from Division Chief to Deputy Chief.
• Discuss/Review/Action
- B. **Administrative** – EMS Captain Specialist
• Discuss/Review/Action
- C. **Administrative** – Authorization to Issue Request for Proposals – IT Equipment, Hardware, and Manages Services.
• Discuss/Review/Action
- D. **Administrative** – Resolution 2026-10 – Collection of Voter Approved Special Taxes
• Discuss/Review/Action
- E. **Administrative** – Resolution 2026-11 – El Dorado County Fire Protection District CFD – Levy of Special Taxes for Fiscal Year 2026-2027
• Discuss/Review/Action
- F. **Administrative** – Resolution 2026-12 – Diamond Springs-El Dorado Fire Protection District CFD – Levy of Special Taxes for Fiscal Year 2026-2027
- G. **Administrative** – Resolution 2026-13 - Adoption of CERBT Delegation of Authority
• Discuss/Review/Action
- H. **Administrative** – Resolution 2026-14 – Adoption of CERBT Distribution Policy
• Discuss/Review/Action
- I. **Administrative** - Adoption of Investment Policy
- J. **Administrative** – Resolution 2026-15 – Adoption of Local Agency Investment Fund
- K. **Administrative** – Resolution 2026-16 – Authorized Resolution and Designation of District Investment Officer.
- L. **Administrative** – Capital Improvement Plan
• Discuss/Review/Action
- M. **Administrative** – Contract with SCI for Fire Prevention Fee Schedule
• Discuss/Review/Action

10. **BOARD MATTERS:**

- Division 1 Vacancy

11. **CORRESPONDENCE AND COMMUNICATION:**

- Fire Engine Response Statistics.
• Medic Unit Response Statistics.

12. **FIRE CHIEF’S REPORT:**

13. **BOARD COMMENTS:**

14. **FUTURE AGENDA ITEMS:**

Next regularly scheduled Board Meeting, July 16, 2026.

15. ADJOURNMENT:

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability related modification or accommodation to participate in this meeting, then please contact Fire Chief Brad Gates by telephone at 530-644-9630 or by fax 530-644-9636. Request must be made as early as possible and at least one full business day before the start of the meeting.

**EL DORADO COUNTY FIRE PROTECTION DISTRICT
BOARD MEETING**

May 21, 2026

12:30 P.M. Closed Session

1:00 P.M. Open Session

12:30 P.M. OPEN SESSION

PUBLIC COMMENT:

Any person wishing to address the Board on any item on the closed session portion of the agenda may do so at this time.

12:35 A.M. CLOSED SESSION

- A. Conference with labor Negotiators –
Agency Designated Representative: Fire Chief
El Dorado County Fire Professional Firefighters Association – Local 3556

- B. CONFERENCE WITH REAL PROPERTY NEGOTIATOR
Property: 212 Armory Drive, Placerville
Agency Negotiator: Fire Chief
Negotiation Parties: City of Placerville, California Army National Guard
Under Negotiation: Price and terms of payment

1:00 P.M. OPEN SESSION

1. CALL TO ORDER:

Director Edmiston called the meeting to order at 1:06 P.M

2. ROLL CALL:

Present: Kaiserman, Ogan, Edmiston, Rutherford, Gilchrest, Pettibone
Absent: None

3. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was recited.

4. APPROVE AGENDA:

It was moved by Director Kaiserman and seconded by Director Ogan to approve the agenda as presented. The motion was passed by the following vote:

Ayes: Kaiserman, Ogan, Edmiston, Rutherford, Gilchrest, Pettibone
Noes: None
Absent: None

5. CONSENT CALENDAR:

(All items approved on a single vote except those pulled for individual discussion and action).

- A. Minutes: April 16, 2026, Board Meeting
- B. Minutes: April 16, 2026 Special Board Meeting
- C. Fire Inspector I Job Description
- D. Fire Inspector II Job Description
- E. Fire Prevention Officer Job Description
- F. Claim Payments/Deposits:

<u>Dist. Claims:</u>	<u>District Deposit:</u>	<u>Diamond Springs Claims:</u>
\$15,705.36	\$8,888.30	\$195.98
\$400.00	\$163,090.61	\$2,495.46
\$7,658.00	\$2,224.06	\$2,969.84
\$15,170.98	\$13,298.22	\$32,2365.50
\$1,747.94	\$6,420.37	\$4,464.20
\$44562.25.09	\$4,548.00	\$45,007.39
\$20,562.25	\$8,216.96	\$60,068.78
\$139,494.00	\$622.16	
\$58,555.00	\$5,028.00	
\$95,444.76	\$8,516.37	
\$302.15	\$7,096.52	
\$15,845.13		
\$7,850.00		
\$31,387.78		
\$12,673.00		
\$1,050.00		
\$77,890.75		
\$185,382.64		

It was moved by Director Ogan and seconded by Director Kaiserman to approve the Consent Calendar as presented. The motion was passed by the following vote:

Ayes: Kaiserman, Ogan, Edmiston, Rutherford, Gilchrest, Pettibone
Noes: None
Absent: None

6. PUBLIC COMMENT:

(Any person wishing to address the Board on any item that is not on the agenda may do so at this time. Public comments are limited to five minutes per person).

No public comment.

7. REPORT OUT OF CLOSED SESSION:

- A. Conference with labor Negotiators –
Agency Designated Representative: Fire Chief
El Dorado County Fire Professional Firefighters Association – Local 3556

Director Edmiston stated the Board unanimously approved a side letter with El Dorado County Fire Professional Firefighters Association – Local 3556

- B. CONFERENCE WITH REAL PROPERTY NEGOTIATOR
Property: 212 Armory Drive, Placerville
Agency Negotiator: Fire Chief
Negotiation Parties: City of Placerville, California Army National Guard
Under Negotiation: Price and terms of payment

Director Edmiston stated the board provided direction to staff for this item.

**8. TIME SENSITIVE MATTERS
ITEM #**

- A. AB2561 – Public Hearing - Directors to conduct an open hearing on the matter of Assembly Bill 2561 – Amendment to the Meyers-Milas-Brown Act
- Discuss/Review

There was no action on this item.

9. CEREMONIAL BADGE PINNING:

- A. Firefighter/EMT Nick Anderson
B. Engineer/Paramedic Nick Kushner

10. DEPARTMENTAL MATTERS:

- A. **Administrative** – Resolution 2026-06 – Fiscal Year 2026/2027 Preliminary Budget
- Discuss/Review/Action

It was moved by Director Ogan and seconded by Director Kaiserman to approve Resolution 2026-06 – Fiscal Year 2026/2027 Preliminary Budget. The motion was passed by the following vote:

*Ayes: Kaiserman, Ogan, Edmiston, Rutherford, Gilchrest, Pettibone
Noes: None
Absent: None*

- B. **Administrative** – Resolution 2026-07 – Resolution Approving Annexation NO. 1 of Territory Located in the Future Annexation Area of Community Facilities District No. 1.
- Discuss/Review/Action

It was moved by Director Kaiserman and seconded by Director Pettibone to approve Resolution 2026-07 – Resolution Approving Annexation NO. 1 of Territory Located in

the Future Annexation Area of Community Facilities District NO. 1. The motion was passed by the following vote:

*Ayes: Kaiserman, Ogan, Edmiston, Rutherford, Gilchrest, Pettibone
Noes: None
Absent: None*

C. Operational – District Organization Chart

- Discuss/Review/Action

It was moved by Director Rutherford and seconded by Director Gilchrest to approve the District Organization Chart as presented. The motion was passed by the following vote:

*Ayes: Kaiserman, Ogan, Edmiston, Rutherford, Gilchrest, Pettibone
Noes: None
Absent: None*

D. Operational – Memorandum of Understanding between El Dorado County Fire Protection District and the U.S. Department of the Interior, Bureau of Reclamation

- Discuss/Review/Action

It was moved by Director Gilchrest and seconded by Director Kaiserman to approve the Memorandum of Understanding between El Dorado County Fire Protection District and the U.S Department of Interior, Bureau of Reclamation. Motion was passed by the following vote:

*Ayes: Kaiserman, Ogan, Edmiston, Pettibone, Gilchrest, Rutherford
Noes: None
Abstain: None
Absent: None*

E. Operational – Addendum to the Agreement for Mutual Aid Fire Protection between El Dorado County Fire Protection District and CAL FIRE – Amador-El Dorado Unit.

- Discuss/Review/Action

It was moved by Director Rutherford and seconded by Director Ogan to approve the Addendum to the agreement for Mutual Aid Fire Protection District and CAL FIRE – Amador-El Dorado Unit . Motion was passed by the following vote:

*Ayes: Kaiserman, Ogan, Edmiston, Rutherford, Gilchrest, Pettibone
Noes: None
Abstain: None
Absent: None*

F. Administrative – Resolution 2026-08 – One Time Donation to Establish Catastrophic Leave Bank

- Discuss/Review/Action

It was moved by Director Pettibone and seconded by Director Ogan to approve Resolution 2026-08 – One Tiem Donation to Establish Catastrophic Leave Bank. Motion was passed by the following vote:

Ayes: Kaiserman, Ogan, Edmiston, Rutherford, Gilchrest, Pettibone

Noes: None

Abstain: None

Absent: None

- G. **Administrative** – Resolution 2026-09 – Commending Fire Chief Tim Cordero
- Discuss/Review/Action

It was moved by Director Kaiserman and seconded by Director Gilchrest to approve Resolution 2026-09 – Commending Fire Chief Time Cordero. Motion was passed by the following vote:

Ayes: Kaiserman, Ogan, Edmiston, Rutherford, Gilchrest, Pettibone

Noes: None

Abstain: None

Absent: None

11. BOARD MATTERS:

- Resignation of Director Brunton – Division 1

No action was taken on this item.

12. CORRESPONDENCE AND COMMUNICATION:

- Fire Engine Response Statistics.
- Medic Unit Response Statistics.

13. FIRE CHIEF'S REPORT:

Over the past month, the District has continued to advance several key organizational, operational, and strategic initiatives focused on strengthening internal systems, improving regional partnerships, enhancing community engagement, and preparing the organization for long-term sustainability and service growth.

The District officially initiated implementation efforts with both Lexipol and NeoGov. These projects represent a significant investment in modernizing the District's administrative and workforce management systems. The Lexipol implementation will assist the District in standardizing policies, improving legal and regulatory compliance, streamlining training assignments, and enhancing operational accountability across all divisions. Simultaneously, the NeoGov implementation is intended to modernize the District's recruitment, onboarding, and personnel management processes to improve workforce development, hiring efficiency, and long-term employee retention strategies.

The District also continued aggressive development of the preliminary FY 2026/2027 budget in partnership with Lakeview Consulting Group. Budget development efforts have focused on ensuring fiscal sustainability while balancing operational demands, staffing needs, capital improvement planning, and long-term reserve strategies. Considerable time has been dedicated to evaluating current

expenditures, identifying future operational impacts, and aligning budget priorities with the District's strategic objectives and anticipated service demands.

Community engagement and wildfire preparedness remained a major focus throughout the month. The District participated in the Placerville Fire Safe Fair where opening remarks were delivered alongside Mayor Gotberg. The event provided an important opportunity to reinforce wildfire preparedness messaging, promote defensible space and community risk reduction efforts, and strengthen relationships with residents and regional stakeholders ahead of the 2026 fire season. Additionally, I participated in a regional vegetation management and wildfire mitigation event alongside leadership from CAL FIRE, including Chief Wood, Deputy Director Anale Burlew, and State Fire Marshal Daniel Berlant. Discussions focused on vegetation management initiatives at an elderly resident's home in Logtown. The home was brought to industry standards for home Harding and vegetation management to provide a fire safe resident.

The District also remained actively engaged in regional emergency preparedness coordination. Deputy Chief Lemos and I attended the annual Cal OES Operational Area Coordinator (OAC) meeting, which provided statewide operational briefings and strategic updates regarding projected fire season conditions, emergency management priorities, resource coordination planning, and lessons learned from recent large-scale incidents

Significant effort was also placed on strengthening governmental and regional relationships during the month. Introductory meetings were conducted with all members of the El Dorado County Board of Supervisors to establish collaborative working relationships and gain a better understanding of each Supervisor's priorities within their respective districts. These discussions focused on public safety concerns, wildfire preparedness, service expectations, future development impacts, and opportunities for continued collaboration between the District and County leadership. In addition, I met with Shiva Frentzen to discuss the current priorities and long-term vision of the El Dorado LAFCO. Discussions included governance considerations, future service delivery models, annexation planning, and regional growth impacts affecting fire protection and emergency services within El Dorado County.

The District also continued outreach efforts with neighboring fire agencies. Introductory meetings were conducted with Chief Norman to discuss operational priorities, regional collaboration opportunities, and the unique challenges facing both the Garden Valley and Georgetown fire districts.

The District participated in several important community and recovery-focused events. I attended the Article 25 Housing Project media event in respect to Grizzly Flats alongside Supervisors Turnboo and Veerkamp to celebrate a collaborative partnership supporting the rebuilding of 16 homes destroyed during the Caldor Fire. The project highlights the continued commitment of local government, nonprofit organizations, and community partners toward long-term recovery and resiliency efforts in fire-impacted communities.

In support of community risk reduction efforts, the District recently became a partnering agency with the Firefighters Burn Institute Youth Firesetter Program. This partnership significantly expands the District's ability to provide specialized intervention and prevention resources for at-risk youth and families. Through the program, the District now has access to certified youth firesetter intervention specialists, family education resources, and the regional Fire Safety Academy program. This collaboration enhances the District's overall Community Risk Reduction capabilities while providing access to services that would otherwise be difficult to fully sustain internally.

The District also remained engaged in positive community outreach opportunities. Truck 28 personnel participated in the “Firefighter for a Day” raffle prize recipients by providing transportation and engagement opportunities for three youth from their homes to Jackson Elementary School.

Finally, the District participated in honoring the life and service of fallen Neil Schnaible of Lake Valley Fire Protection District. Engine 17 personnel attended the memorial procession in support of our neighboring agency.

14. BOARD COMMENTS:

Vacant:

Ogan: No Comment

Kaiserman: No Comment

Edmiston: No Comment

Rutherford: Director Rutherford asked about committee’s on the Board.

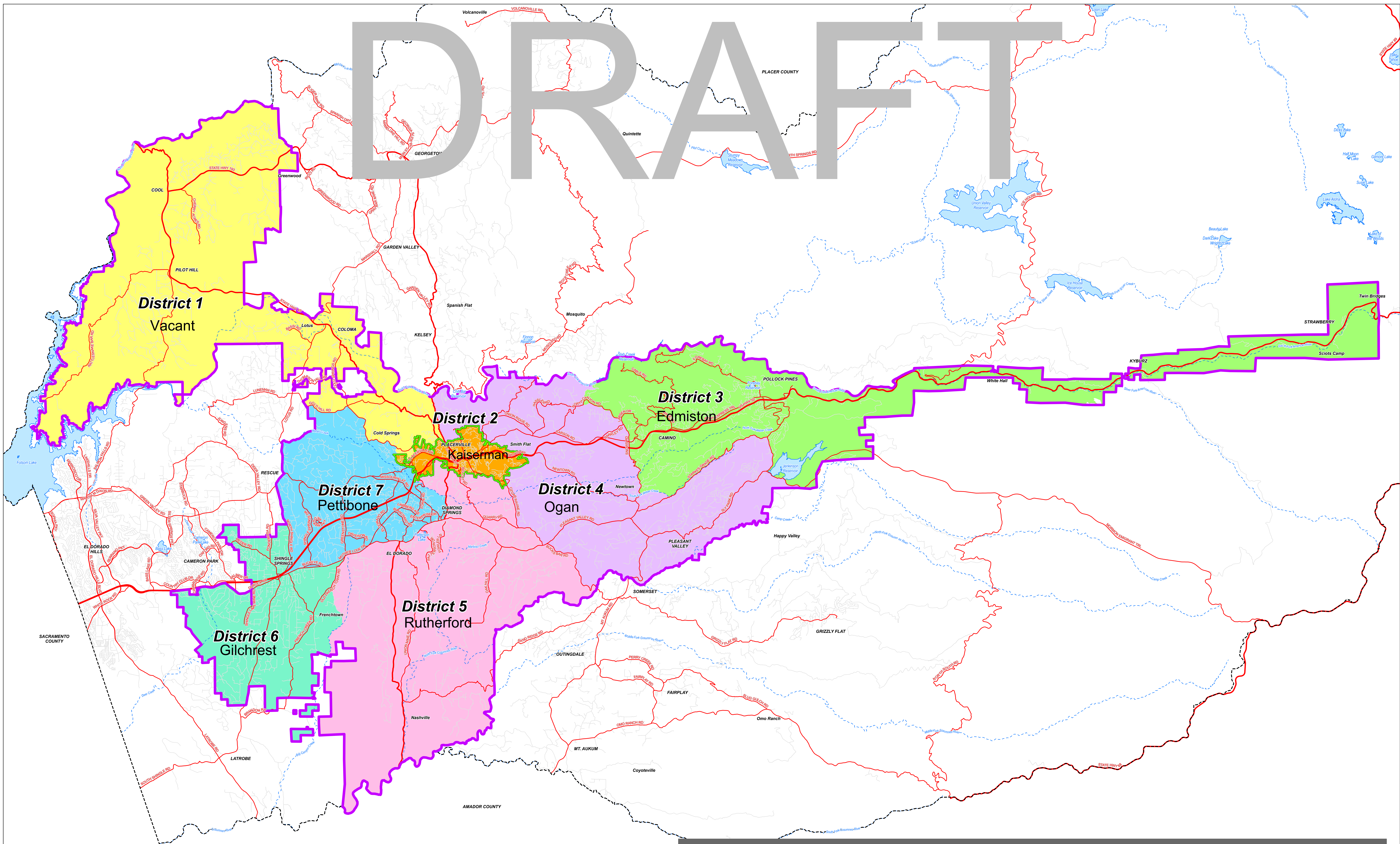
Gilchrest: Director Gilchrest stated he got an email from CSDA regarding upcoming training they are putting on for SB821. It is taking place in Truckee in June – cost is \$75.00 for member is \$150 for non-members.

15. FUTURE AGENDA ITEMS:

Next regularly scheduled Board Meeting – June 18, 2026
Board Advisory Committee’s
Board Policy 1070 – regarding memberships

16. ADJOURNMENT: *At 2:36 P.M. it was moved by Director Gilchrest and seconded by Director Rutherford to adjourn; all in favor.*

DRAFT



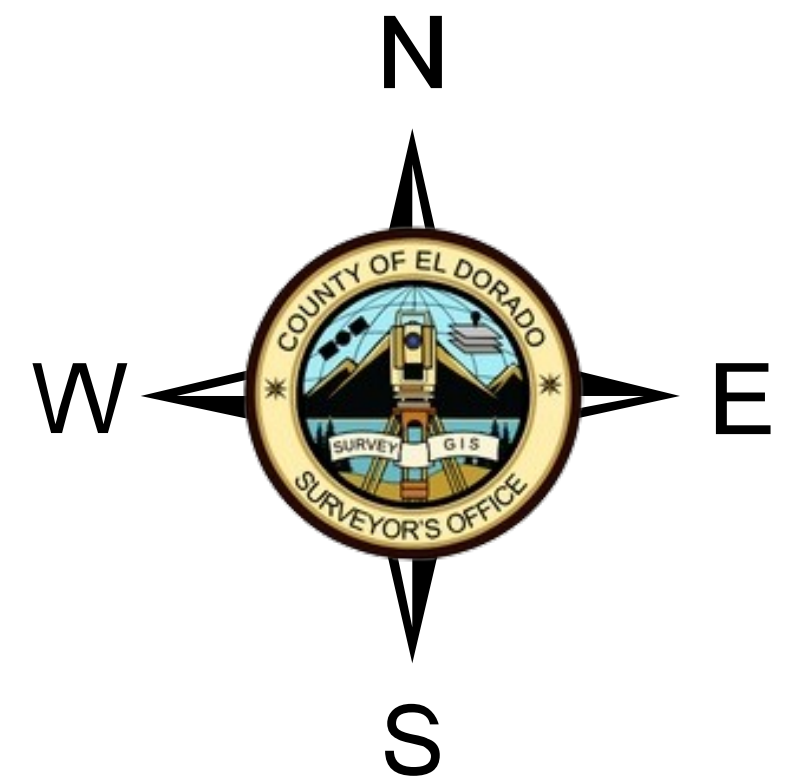
District 1	District 2	District 3	District 4	District 5	District 6	District 7	Std. Dev.	Pct. Dev.
10379	10683	10505	10434	10149	10038	11495	443.72	4.21

NOTE: All population counts are approximate. Current boundaries are based on census block boundaries. Final district boundaries will be adjusted to follow parcels, roads, rivers, section lines, etc. This will result in minor adjustments in the final population counts and percent deviations.

DISCLAIMER:
THIS DEPICTION WAS COMPILED FROM UNVERIFIED PUBLIC AND PRIVATE SOURCES AND IS ILLUSTRATIVE ONLY. NO REPRESENTATION IS MADE AS TO THE ACCURACY OF THIS INFORMATION. PARCEL BOUNDARIES ARE PARTICULARLY UNRELIABLE. USERS MAKE USE OF THIS DEPICTION AT THEIR OWN RISK.

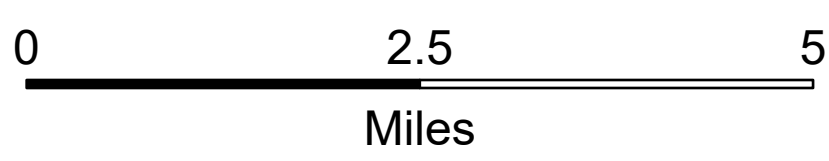
NOTES:
LAYER INFORMATION MAY COVER ADDITIONAL AREAS OUTSIDE OF THE DISPLAYED AREA.
PREPARED AT THE REQUEST OF: EDCFPD DATE: 5/20/2025
MAP PREPARED BY: EDC GIS DATE: 8/12/2025
G.I.S. PROJECT ID: see0075473_Alt1_v1, RELATED REPORT: N/A
EL DORADO COUNTY SURVEYOR/G.I.S. DIVISION
EMAIL: gis@edcgov.us PHONE: (530) 621-5440

MAP DISPLAYED IN STATE PLANE COORDINATE SYSTEM (NAD 1983 CALIFORNIA ZONE 2, FEET)



EDC & DS FPD Redistricting Alternative 1

County of El Dorado
State of California



Legend

- District 1
- District 2
- District 3
- District 4
- District 5
- District 6
- District 7
- EDC & DS FPD Boundary
- City of Placerville
- County Boundary
- Lakes
- Rivers
- Roads
 - Highway
 - Major
 - Minor

El Dorado County Fire Protection District

Standard Operating Procedures

Article: 2 **Administrative Policies**
Section: 2.5.1 **Mandatory Callback Procedure**

Adopted: 10-07-2018
Revised: 06-07-2026

2.5.1.1 **Purpose:**

To establish a standard procedure for assigning Mandatory Overtime Assignments.

2.5.1.2 **Policy:**

Mandatory Overtime assignments shall be assigned following the provisions within the Local 3556 MOU and District operational needs.

2.5.1.3 **Definitions:**

For the purpose of this SOG the following definitions are in place

Firefighter/EMT: Firefighter/EMT on normal duty

Firefighter/Paramedic: Firefighter/Paramedic on normal duty

Engineer: Engineer on normal duty

Captain: Captain on normal duty

Division Chief: Division Chief on normal duty

Apparatus Operator (A/O): Firefighter EMT and/or Paramedic or Captain who is “qualified” to work in the capacity of an Engineer

Paramedic Ambulance Operator (PAO): Non-suppression based single roll paramedic on normal duty

Qualified: Firefighter EMT and/or Paramedic, Engineer or Captain who possesses the proper classes and licensing and has met the District requirements to work in the capacity of an Engineer, Captain or Division Chief

Eligible: Paramedic Ambulance Operator, Firefighter, Engineer or Captain that is working regular duty on their assigned shift

Acting: Firefighter, Engineer or Captain who has completed the District testing process and is active on the acting list for the rank of Engineer, Captain or Division Chief

Captive Audience: Paramedic Ambulance Operator, Firefighter EMT, Firefighter Paramedic, Engineer, Captain or Division Chief on duty, filling a vacancy either through Additional Time, Mandatory Additional Time or Shift Trade

Staffing Crisis: The Districts inability to fill vacancies with available on duty personnel

2.5.1.4 **Procedure:**

Fire Engine: Firefighter vacancy, unable to fill through normal hiring processes.

- a. Pull ATM list within Telestaff and determine ATM eligible Firefighter EMT’s and Paramedics that would not be working beyond 72 consecutive hours. Assign ATM based on ranking within the Firefighter ATM list.
- b. If the Firefighter ATM list has been exhausted to a maximum of 72 consecutive hours, ATM will be assigned to eligible Firefighters not to exceed 96 consecutive hours, utilizing the ranking of the ATM list within Telestaff.
- c. If the Firefighter ATM list has been exhausted to a maximum of 96 consecutive hours, assign the ATM to Engineers utilizing the ranking of the ATM list within Telestaff not to exceed 72 consecutive hours.
- d. If the Engineer ATM list has been exhausted to a maximum of 72 consecutive hours, ATM will be assigned to eligible Engineers not to exceed 96 consecutive hours, utilizing the ranking of the ATM list within Telestaff.

- e. If the Firefighter and Engineer lists have been exhausted, assign the ATM to Captains utilizing the ranking of the ATM list within Telestaff not to exceed 72 consecutive hours.
- f. If the Captain ATM list has been exhausted to a maximum of 72 consecutive hours, ATM will be assigned to eligible Captains not to exceed 96 consecutive hours, utilizing the ranking of the ATM list within Telestaff.
- g. If there are no Firefighters, Engineers or Captains available to fill the vacancy, utilize the "Captive Audience" to fill the vacancy.

Fire Engine: Engineer vacancy, unable to fill through normal hiring process.

- a. Pull ATM list within Telestaff and determine ATM eligible Engineers that would not be working beyond 72 consecutive hours. Assign ATM based on ranking within the Engineer ATM list.
- b. If the Engineer ATM list has been exhausted to a maximum of 72 consecutive hours, ATM will be assigned to eligible Engineers not to exceed 96 consecutive hours, utilizing the ranking of the ATM list within Telestaff.
- c. If the Engineer ATM list has been exhausted, assign the ATM to Acting Engineers, if available, utilizing the ranking of the ATM list within Telestaff.
- d. If the Engineer and Acting Engineer lists have been exhausted. The ATM will be assigned to "qualified" Captains, utilizing the ranking of the ATM list within Telestaff.
- e. If there are no Engineers, Acting Engineers or Captains available to fill the vacancy, utilize "Captive Audience" Engineers and/or qualified Captains to fill the vacancy.

Fire Engine: Captain vacancy, unable to fill through normal hiring processes.

- a. Pull ATM list within Telestaff and determine ATM eligible Captains that would not be working beyond 72 consecutive hours. Assign ATM based on ranking within the Captain ATM list.
- b. If the Captain ATM list has been exhausted to a maximum of 72 consecutive hours, ATM will be assigned to eligible Captains not to exceed 96 consecutive hours, utilizing the ranking of the ATM list within Telestaff.
- c. If the Captain ATM list has been exhausted, assign the ATM to Acting Captains, if available, utilizing the ranking of the ATM list within Telestaff.
- d. If there are no Captains or Acting Captains available to fill the vacancy, utilize "Captive Audience" Captains and/or qualified Engineers to fill the vacancy.

Ambulance (Suppression Based): Firefighter Vacancy, unable to fill through normal hiring processes.

- a. Pull ATM list within Telestaff and determine ATM eligible Firefighter EMT's and Paramedics that would not be working beyond 72 consecutive hours. Assign ATM based on ranking within the Firefighter ATM list.
- b. If the Firefighter ATM list has been exhausted to a maximum of 72 consecutive hours, ATM will be assigned to eligible Firefighters not to exceed 96 consecutive hours, utilizing the ranking of the ATM list within Telestaff.
- c. If the Firefighter ATM list has been exhausted to a maximum of 96 consecutive hours, assign the ATM to Engineers utilizing the ranking of the ATM list within Telestaff not to exceed 72 consecutive hours.
- d. If the Engineer ATM list has been exhausted to a maximum of 72 consecutive hours, ATM will be assigned to eligible Engineers not to exceed 96 consecutive hours, utilizing the ranking of the ATM list within Telestaff.
- e. If the Firefighter and Engineer lists have been exhausted, assign the ATM to Captains utilizing the ranking of the ATM list within Telestaff not to exceed 72 consecutive hours

- f. If the Captain ATM list has been exhausted to a maximum of 72 consecutive hours, ATM will be assigned to eligible Captains not to exceed 96 consecutive hours, utilizing the ranking of the ATM list within Telestaff.
- g. If there are no Firefighters, Engineers or Captains available to fill the vacancy, utilize the "Captive Audience" to fill the vacancy.
- h. * If the suppression-based ambulance is currently a hybrid unit (operationally staffed with a PAO and a Firefighter) and the vacancy is that of the PAO. The unit will be mandatory back filled with a suppression Firefighter.
- i. ** If the vacancy to be filled requires a Firefighter **Paramedic** and no Firefighter Paramedics are available on shift that are working regular duty, trade working or additional time that can be operationally moved to fill the vacancy. The first eligible Firefighter Paramedic on the ATM list will be utilized to fill the vacancy. If there are no firefighter paramedics available, then a PAO will be selected to fill the vacancy, utilizing the ranking of the ATM list within Telestaff.

Ambulance (Non-Suppression Based): Paramedic Ambulance Operator (PAO), unable to fill through normal hiring processes.

- a. Pull ATM list within Telestaff and determine ATM eligible Paramedic Ambulance Operators that would not be working beyond 72 consecutive hours.
- b. If the PAO ATM list has been exhausted to a maximum of 72 consecutive hours, ATM will be assigned to eligible PAO's not to exceed 96 consecutive hours, utilizing the ranking of the ATM list within Telestaff.
- c. If the Paramedic Ambulance Operator ATM list has been exhausted to a maximum of 96 consecutive hours, ATM will be assigned to Firefighters, Engineers or Captain's in that order, utilizing the ranking of the ATM list within Telestaff. Each rank shall be exhausted to a maximum of 96 hours before moving to the next rank, as per outlined in the "Firefighter Vacancy" section.
- d. If there are no Paramedic Ambulance Operators, Firefighter EMT's, Firefighter Paramedics, Engineers or Captain's available to fill the vacancy, as described in steps A, B, or C above, utilize "Captive Audience" to fill the vacancy.

Division Chief, unable to fill through normal hiring processes.

- a. Standard mandatory callback procedures shall be followed to fill the vacancy, with A-shift being responsible for B-Shift, B-Shift responsible for C-Shift and C-shift responsible for A-Shift.
- b. If all Chief Officer options have been exhausted then assign the ATM to an Acting Chief Officer.

The Fire Chief and Deputy Chiefs reserve the authority to modify or deviate from this policy as necessary to address operational needs and maintain effective service delivery

EL DORADO COUNTY FIRE FINANCE REPORT

1. Fire Operations Budget Summary
2. District Claims Submitted for Payment

District Claims:

- \$15,350.95
- \$1,996.59
- \$941.93
- \$2,200.00
- \$1,374.00
- \$6,948.75
- \$246.00
- \$16,646.75
- \$49,684.16
- \$57,177.43
- \$1,527.00
- \$9,653.93
- \$17,200.00
- \$2,068.31
- \$15,894.59
- \$182,819.11

Diamond Springs Claims:

- \$31,513.52
- \$6,179.51
- \$638.28
- \$158,662.41
- \$1,527.00
- \$27,069.38
- \$3,496.22

District Deposits:

- \$1,967.00
- \$4,912.14
- \$101.84
- \$4,878.83
- \$101.84
- \$707,784.94
- \$3,860.96

District Reserve Funds:

Fund Balance -	\$7,868,027.76
City of Placerville Dev. Fees -	\$796,581.46
Development Fees – County -	\$828,341.48

Diamond Springs Reserve Funds:

Fund Balance -	\$2,102,467.60
Development Fees -	\$1,300,605.37
CFD Funds -	\$987,342.55

EL DORADO COUNTY FIRE PROTECTION DISTRICT					
Final Fire Operations Budget Summary 2025-2026					
July 1, 2025 Through May 31, 2026 92% Expended					
Sub	Revenues / Sources	Final Budget 2025-2026	Expended 2025-2026	Over or Under Budget	Percentage Collected
<i>Carry-over funds from previous year</i>					
100	Property Taxes-Secured (current year)	\$12,071,552.00	\$11,800,998.46	(\$270,553.54)	98%
110	Property Taxes-Unsecured (current)	\$242,654.00	\$239,491.74	(\$3,162.26)	99%
140	Supplemental Property Taxes-Current	\$195,614.00	\$202,765.85	\$7,151.85	104%
174	Tax: Timber Yield	\$71.00	\$21.89	(\$49.11)	31%
342	Fund Balance (Measure S Fund Transfer St. 28)	\$0.00	\$0.00	\$0.00	0%
820	State Homeowners Property Tax Relief	\$71,703.00	\$60,687.43	(\$11,015.57)	85%
<i>Prior Years Property Taxes</i>					
120	Property Taxes-Prior Secured	(\$2,711.00)	(\$350.94)	\$2,360.06	0%
130	Property Taxes-Prior Unsecured	\$7,527.00	\$9,839.30	\$2,312.30	131%
150	Supplemental Property Taxes-Prior	\$26,152.00	\$21,648.80	(\$4,503.20)	83%
360	Taxes-Penalties	\$9,642.00	\$9,585.12	(\$56.88)	99%
<i>Voter Approved Special Taxes</i>					
175	Direct Assessment	\$518,035.00	\$507,956.70	(\$10,078.30)	98%
1310	Fire Suppression (Shingle Springs)	\$5,159.00	\$4,829.20	(\$329.80)	94%
<i>Other Fees & Service Reimbursements</i>					
880	St: Other	\$0.00	\$0.00	\$0.00	100%
881	Federal/State Reimbursements	\$90,000.00	\$172,848.03	\$82,848.03	192%
400	Interest	\$83,597.00	\$68,618.38	(\$14,978.62)	82%
420	Rent: Land & Building	\$19,390.00	\$0.00	(\$19,390.00)	0%
1100	Station 17 Lease Payment	\$109,308.00	\$123,096.24	\$13,788.24	113%
1200	Temporary T.O.T. Reimbursement	\$84,265.00	\$7,172.25	(\$77,092.75)	9%
1400	Inspection Fee's	\$46,529.20	\$48,790.26	\$2,261.06	105%
1401	Plan Review Fee's	\$69,793.80	\$86,727.55	\$16,933.75	124%
1403	Development Fees Trust Fund	\$0.00	\$0.00	\$0.00	0%
1686	Ambulance Admin Reimbursement (1686)	\$624,080.00	\$324,210.81	(\$299,869.19)	52%
1744	Misc: Inspection or Services VHR	\$0.00	\$37,375.00	\$37,375.00	0%
1940	Miscellaneous	\$50,000.00	\$516,323.23	\$466,323.23	1033%
1942	Misc: Reimbursement - First Responder Fee	\$350,991.00	\$358,115.46	\$7,124.46	102%
1947	Insurance Refunds & Safety Funds	\$11,910.00	\$4,492.80	(\$7,417.20)	38%
2000	Sale of Fixed Assets	\$0.00	\$20,545.00	\$20,545.00	0%
1207	Shingle Springs Rancheria	\$693,906.00	\$707,784.94	\$13,878.94	102%
1800	Interfund Rev: Service Between Fund Types	\$138,040.00	\$0.00	(\$138,040.00)	0%
Total Revenue		\$15,517,208.00	\$15,333,573.50	(\$45,594.50)	98.82%

EL DORADO COUNTY FIRE PROTECTION DISTRICT

Final Fire Operations Budget Summary 2025-2026

July 1, 2025 Through May 31, 2026 92% Expended

Sub	Salaries & Benefits Expenditures / Uses: Class I	Final Budget 2025-2026	Expended 2025-2026	Over or Under Budget	Percentage Expended
3000	Salaries and Wages	\$5,650,520.00	\$4,812,294.91	(\$838,225.09)	85%
3001	Directors/Apprentice FF/Prevention Consultants	\$10,000.00	\$9,500.00	(\$500.00)	95%
3002	Overtime	\$1,375,506.00	\$1,722,242.99	\$346,736.99	125%
3004	Other Compensation	\$334,456.00	\$360,946.17	\$26,490.17	108%
3020	Retirement	\$3,107,201.00	\$3,099,241.62	(\$7,959.38)	100%
3021	OASDI	\$6,661.00	\$589.00	(\$6,072.00)	9%
3022	Medicare	\$116,480.00	\$100,006.22	(\$16,473.78)	86%
3040	Health & Dental	\$1,231,061.00	\$1,785,004.70	\$553,943.70	145%
3041	Unemployment Insurance	\$4,326.00	\$562.00	(\$3,764.00)	13%
3042	Long Term Disability & Volunteer Program	\$25,956.00	\$17,864.00	(\$8,092.00)	69%
3043	Defer Comp Employer Share	\$78,252.00	\$72,139.47	(\$6,112.53)	0%
3044	Vision	\$15,141.00	\$14,289.11	(\$851.89)	94%
3060	Workman's Compensation Insurance	\$758,087.00	\$743,407.00	(\$14,680.00)	98%
	Total	\$12,713,647.00	\$12,738,087.19	\$24,440.19	100.19%

EL DORADO COUNTY FIRE PROTECTION DISTRICT

Final Fire Operations Budget Summary 2025-2026

July 1, 2025 Through May 31, 2026 92% Expended

Sub	Expenditures / Uses: Class II	Final Budget 2025-2026	Expended 2025-2026	Over or Under Budget	Percentage Expended
4020	Clothing	\$15,000.00	\$0.00	(\$15,000.00)	0%
4021	Safety Equipment	\$26,500.00	\$16,452.88	(\$10,047.12)	62%
4022	Uniforms	\$15,000.00	\$16,452.88	\$1,452.88	110%
4040	Communications	\$191,100.00	\$139,183.70	(\$51,916.30)	73%
4044	Cable/Internet Service	\$0.00	\$0.00	\$0.00	0%
4060	Food	\$5,200.00	\$8,826.46	\$3,626.46	170%
4080	Warehouse Expenses	\$31,500.00	\$21,927.68	(\$9,572.32)	70%
4085	Refuse Disposal	\$19,950.00	\$20,469.42	\$519.42	103%
4087	Extermination	\$1,050.00	\$1,250.00	\$200.00	119%
4100	Insurance Premiums	\$236,300.00	\$238,655.90	\$2,355.90	101%
4140	Maintenance - Equipment	\$9,750.00	\$779.83	(\$8,970.17)	8%
4142	Maintenance - Radios	\$8,000.00	\$1,046.59	(\$6,953.41)	13%
4145	Maintenance - Equipment Parts	\$17,250.00	\$19,147.03	\$1,897.03	111%
4160	Maintenance - Vehicles	\$61,950.00	\$57,551.25	(\$4,398.75)	93%
4162	Maintenance - Vehicle Supplies	\$100,000.00	\$79,280.82	(\$20,719.18)	79%
4164	Maintenance -Tires & tubes	\$31,500.00	\$7,966.34	(\$23,533.66)	25%
4180	Maintenance - Buildings & Improvements	\$10,000.00	\$1,789.41	(\$8,210.59)	18%
4197	Building Supplies	\$15,750.00	\$8,572.83	(\$7,177.17)	54%
4200	Medical Supplies	\$0.00	\$0.00	\$0.00	0%
4220	Memberships	\$10,000.00	\$1,326.09	(\$8,673.91)	13%
4260	Office Expense	\$10,500.00	\$9,594.21	(\$905.79)	91%
4261	Postage	\$3,150.00	\$2,431.58	(\$718.42)	77%
4263	Subscriptions	\$200.00	\$0.00	(\$200.00)	0%
4300	Professional & Specialized Services	\$263,800.00	\$349,741.56	\$85,941.56	133%
4304	Agency Administration	\$7,980.00	\$11,278.62	\$3,298.62	141%
4313	Legal Services - Being Paid out of 4300	\$34,650.00	\$0.00	(\$34,650.00)	0%
4324	Medical, Dental, & Lab Services	\$21,000.00	\$18,655.61	(\$2,344.39)	89%
4400	Publications & Legal Notices	\$1,000.00	\$299.60	(\$700.40)	30%
4420	Rent & Leases Equipment	\$19,740.00	\$7,296.58	(\$12,443.42)	37%
4440	Rents & Leases	\$0.00	\$0.00	\$0.00	0%
4461	Minor Equipment	\$84,700.00	\$39,188.46	(\$45,511.54)	46%
4462	Equipment: Computers	\$9,000.00	\$6,201.54	(\$2,798.46)	69%
4500	Special Departmental Expense	\$34,950.00	\$19,582.75	(\$15,367.25)	56%
4501	Educational Training	\$0.00	\$0.00	\$0.00	0%
4503	Instructor Reimbursement	\$5,000.00	\$0.00	(\$5,000.00)	0%
4507	Fire & Safety Supplies	\$30,000.00	\$16,646.75	(\$13,353.25)	55%
4539	Software License	\$94,500.00	\$120,968.16	\$26,468.16	128%
4536	Retirement Benefit	\$115,664.00	\$71,826.00	(\$43,838.00)	62%
4617	Staff Development	\$20,800.00	\$25,450.14	\$5,026.00	122%
4600	Transportation & Travel	\$0.00	\$5,103.59	\$5,103.59	0%
4606	Fuel Purchase - Bulk	\$162,750.00	\$123,286.38	(\$39,463.62)	76%
4700	Utilities	\$147,000.00	\$99,771.10	(\$47,228.90)	68%
	Total	\$1,872,184.00	\$1,568,001.74	(\$304,182.26)	84%

EL DORADO COUNTY FIRE PROTECTION DISTRICT

Final Fire Operations Budget Summary 2025-2026

July 1, 2025 Through May 31, 2026 92% Expended

Sub	Expenditures: Class III	Final Budget 2025-2026	Expended 2025-2026	Over or Under Budget	Percentage Expended
5060	Retirement/Interest of Other Long Term Debt	\$99,204.00	\$83,840.09	(\$15,363.91)	85%
5100	Interest	\$38,836.00	\$51,284.28	\$12,448.28	132%
5142	Audit Findings	\$0.00	\$0.00	\$0.00	0%
	Total	\$138,040.00	\$135,124.37	(\$2,915.63)	98%
Sub	Fixed Assets - Class IV	Final Budget 2025-2026	Expended 2025-2026	Over or Under Budget	Percentage Expended
6020	Fixed Assets - Structures & Improvements	\$209,224.00	\$106,421.11	(\$102,802.89)	51%
6040	Fixed Assets - Apparatus/Equipment	\$438,770.00	\$196,644.77	(\$242,125.23)	45%
6042	Fixed Assets - Computer Systems	\$0.00	\$0.00	\$0.00	0%
	Total	\$647,994.00	\$303,065.88	(\$344,928.12)	47%

EL DORADO COUNTY FIRE PROTECTION DISTRICT				
Final Fire Operations Budget Summary 2025-2026				
July 1, 2025 Through May 31, 2026 92% Expended				
	Final Budget 2025-2026	Expended 2025-2026	Over or (Under) Budget	Percentage Collected
Expenditures: Class III	Final Budget 2025-2026	Expended 2025-2026	Over or Under Budget	Percentage Expended
Class I: Salaries/Benefits	\$12,713,647.00	\$12,738,087.19	\$24,440.19	100%
Class II: Service & Supplies	\$1,872,184.00	\$1,568,001.74	(\$304,182.26)	84%
Class III: Long Term Debt	\$138,040.00	\$135,124.37	(\$2,915.63)	98%
Class IV: Fixed Assets	\$647,994.00	\$303,065.88	(\$344,928.12)	47%
TOTALS	\$15,371,865.00	\$14,744,279.18	(\$627,585.82)	96%

DIAMOND SPRINGS-EL DORADO FPD
Final Fire Operations Budget Summary 2025-2026
July 1, 2025 Through May 31, 2026 92% Expended

Sub	Revenues / Sources	Final Budget 2025-2026	Expended 2025-2026	Over or Under Budget	Percentage Collected
1	Fund Balance	\$100,000.00	\$0.00	(\$100,000.00)	0%
2	From Reserves*	\$200,000.00	\$0.00	(\$200,000.00)	0%
100	Property Taxes-Secured (current year)	\$4,838,205.27	\$4,847,942.34	\$9,737.07	100%
110	Property Taxes-Unsecured (current)	\$88,000.00	\$99,103.88	\$11,103.88	113%
140	Supplemental Property Taxes-Current	\$80,000.00	\$83,499.06	\$3,499.06	104%
820	State Homeowners Property Tax Relief	\$25,000.00	\$25,110.99	\$110.99	100%
120	Property Taxes-Prior Secured	\$0.00	(\$144.33)	(\$144.33)	0%
130	Property Taxes-Prior Unsecured	\$2,500.00	\$4,046.96	\$1,546.96	162%
150	Supplemental Property Taxes-Prior	\$8,000.00	\$8,904.10	\$904.10	111%
360	Taxes-Penalties	\$1,400.00	\$2,471.60	\$1,071.60	177%
175	Direct Assessment	\$0.00	\$0.00	\$0.00	0%
	<i>Other Fees & Service Reimbursements</i>				
400	Interest	\$80,000.00	\$45,789.30	(\$34,210.70)	57%
1200	Revenue from Other Agency's (strike team)	\$0.00	\$88,345.23	\$88,345.23	0%
1400	Permit Fee's	\$20,000.00	\$64,690.40	\$44,690.40	323%
1403	Development Fees Trust Fund	\$0.00	\$0.00	\$0.00	0%
1680	Cost Recovery (Gold Country/Eskaton)	\$0.00	\$0.00	\$0.00	0%
1686	JPA Facilities Rent/Utilities	\$28,000.00	\$31,020.00	\$3,020.00	111%
1740	Charges for Services (Facility/UM Contract)	\$0.00	\$0.00	\$0.00	0%
1744	Misc: Inspection or Services VHR	\$10,000.00	\$3,575.00	(\$6,425.00)	36%
1940	Miscellaneous	\$103,985.00	\$81,872.34	(\$22,112.66)	79%
2000	Sale of Fixed Assets	\$5,000.00	\$84,700.00	\$79,700.00	1694%
	Total Revenue	\$5,590,090.27	\$5,470,926.87	(\$119,163.40)	97.87%

Final Fire Operations Budget Summary 2025-2026

July 1, 2025 Through May 31, 2026 92% Expended

31	Salaries & Benefits Expenditures / Uses: Class I	Final Budget 2025-2026	Expended 2025-2026	Over or Under Budget	Percentage Expended
3000	Regular Employees	\$1,345,570.94	\$921,073.47	(\$424,497.47)	68%
3001	Extra Help	\$190,000.00	\$194,176.87	\$4,176.87	102%
3002	Overtime	\$333,537.45	\$234,847.76	(\$98,689.69)	70%
3004	Other Compensation	\$89,569.33	\$108,473.65	\$18,904.32	121%
3020	Retirement	\$458,854.67	\$399,962.17	(\$58,892.50)	87%
3021	Social Security	\$120,663.94	\$69,817.47	(\$50,846.47)	58%
3022	Medicare	\$28,219.79	\$18,991.04	(\$9,228.75)	67%
3040	Health Insurance	\$941,333.85	\$788,177.27	(\$153,156.58)	84%
3041	Unemployment Insurance	\$2,000.00	\$0.00	(\$2,000.00)	0%
3042	Long Term Disability Insurance	\$5,220.00	\$2,929.00	(\$2,291.00)	56%
3043	Deferred Compensation	\$66,084.21	\$42,527.36	(\$23,556.85)	64%
3046	Retiree Health Care Trust Fund OPEB	\$23,229.00	\$0.00	(\$23,229.00)	0%
3060	Workmans Compensation	\$175,000.00	\$156,294.00	(\$18,706.00)	89%
3080	Life Insurance/Flexible Benefits	\$2,545.20	\$1,399.86	(\$1,145.34)	55%
	Total	\$3,781,828.38	\$2,938,669.92	(\$843,158.46)	77.71%

DIAMOND SPRINGS-EL DORADO FPD
Final Fire Operations Budget Summary 2025-2026
July 1, 2025 Through May 31, 2026 92% Expended

Sub	Expenditures / Uses: Class II	Final Budget 2025-2026	Expended 2025-2026	Over or Under Budget	Percentage Expended
4020	Clothing	\$5,200.00	\$2,761.99	(\$2,438.01)	53%
4021	Protective Clothing Restricted	\$25,500.00	\$20,283.15	(\$5,216.85)	80%
4040	Communications Vendors	\$22,600.00	\$12,604.15	(\$9,995.85)	56%
4043	Dispatch Contract	\$32,000.00	\$27,106.68	(\$4,893.32)	85%
4044	Cable/Internet Service	\$16,500.00	\$10,445.61	(\$6,054.39)	63%
4060	Incident Food	\$3,200.00	\$2,434.22	(\$765.78)	76%
4080	Household Expense	\$10,800.00	\$10,171.05	(\$628.95)	94%
4085	Waste Disposal	\$10,500.00	\$9,710.90	(\$789.10)	92%
4087	Extermination	\$2,000.00	\$2,334.00	\$334.00	117%
4100	Insurance Premiums	\$82,000.00	\$101,433.50	\$19,433.50	124%
4140	Maintenance - Equipment	\$18,400.00	\$9,887.69	(\$8,512.31)	54%
4141	Office Equipment Maintenance	\$3,000.00	\$1,088.75	(\$1,911.25)	36%
4144	Computer Maintenance	\$44,000.00	\$29,970.00	(\$14,030.00)	68%
4160	Maintenance - Vehicles	\$49,000.00	\$35,675.37	(\$13,324.63)	73%
4162	Maintenance - Vehicle Supplies	\$11,000.00	\$28,648.14	\$17,648.14	260%
4180	Building Maintenance	\$11,500.00	\$7,756.98	(\$3,743.02)	67%
4197	Building Supplies	\$1,500.00	\$1,857.96	\$357.96	124%
4200	Medical Supplies	\$14,000.00	\$9,421.39	(\$4,578.61)	0%
4220	Memberships	\$3,635.00	\$336.60	(\$3,298.40)	9%
4260	Office Expense	\$5,350.00	\$2,076.35	(\$3,273.65)	39%
4261	Postage	\$800.00	\$161.04	(\$638.96)	20%
4264	Books & Manuals	\$362.00	\$0.00	(\$362.00)	0%
4300	Professional & Specialized Services	\$73,178.88	\$40,102.82	(\$33,076.06)	55%
4304	Agency Administration	\$6,500.00	\$4,449.06	(\$2,050.94)	68%
4324	Medical Professionals	\$1,500.00	\$0.00	(\$1,500.00)	0%
4400	Publications & Legal Notices	\$1,000.00	\$84.00	(\$916.00)	8%
4420	Equipment Rental / Leases	\$7,500.00	\$4,505.89	(\$2,994.11)	60%
4460	Tools/Equipment	\$47,200.00	\$6,776.48	(\$40,423.52)	14%
4462	Equipment: Computers	\$17,700.00	\$7,270.04	(\$10,429.96)	41%
4463	Equipment Telephones & Radios	\$20,000.00	\$1,500.00	(\$18,500.00)	8%
4500	Special Department Expenses	\$9,500.00	\$0.00	(\$9,500.00)	0%
4507	Fire Prevention	\$5,900.00	\$0.00	(\$5,900.00)	0%
4515	Fuel Purchase	\$41,000.00	\$25,998.01	(\$15,001.99)	63%
4538	Software	\$56,400.00	\$21,939.68	(\$34,460.32)	39%
4600	Transportation & Travel	\$3,200.00	\$381.03	(\$2,818.97)	0%
4609	Educational Training	\$17,200.00	\$529.73	(\$16,670.27)	3%
4617	Reimbursable	\$19,000.00	\$6,099.12	(\$12,900.88)	32%
4650	Overnight Travel Registration	\$5,200.00	\$0.00	(\$5,200.00)	0%
4651	Overnight Travel Meals	\$1,000.00	\$0.00	(\$1,000.00)	0%
4652	Overnight Travel Fuel/Milage	\$600.00	\$0.00	(\$600.00)	0%
4656	Overnight Travel - Hotel	\$4,500.00	\$559.80	(\$3,940.20)	12%
4700	Utilities	\$74,000.00	\$56,031.60	(\$17,968.40)	76%
	Total	\$784,925.88	\$502,392.78	(\$282,533.10)	64%

DIAMOND SPRINGS-EL DORADO FPD
Final Fire Operations Budget Summary 2025-2026
July 1, 2025 Through May 31, 2026 92% Expended

Sub	Expenditures: Class III	Final Budget 2025-2026	Expended 2025-2026	Over or Under Budget	Percentage Expended
5060	Principle Payments	\$327,632.00	\$327,632.61	\$0.61	100%
5100	Interest Payments	\$261,719.00	\$261,719.99	\$0.99	100%
	Total	\$589,351.00	\$589,352.60	\$1.60	100%
Sub	Fixed Assets - Class IV	Final Budget 2025-2026	Expended 2025-2026	Over or Under Budget	Percentage Expended
6020	Building and Improvements	\$40,000.00	\$33,896.69	(\$6,103.31)	85%
6040	Equipment	\$293,985.00	\$240,742.26	(\$53,242.74)	82%
	Total	\$333,985.00	\$274,638.95	(\$59,346.05)	82%

DIAMOND SPRINGS-EL DORADO FPD Final Fire Operations Budget Summary 2025-2026 July 1, 2025 Through May 31, 2026 92% Expended				
Expenditures: Class III	Final Budget 2025-2026	Expended 2025-2026	Over or Under Budget	Percentage Expended
Class I: Salaries/Benefits	\$3,781,828.38	\$2,938,669.92	(\$843,158.46)	78%
Class II: Service & Supplies	\$784,925.88	\$502,392.78	(\$282,533.10)	64%
Class III: Long Term Debt	\$589,351.00	\$589,352.60	\$1.60	100%
Class IV: Fixed Assets	\$333,985.00	\$274,638.95	(\$59,346.05)	82%
Contingency	\$100,000.00	\$0.00	\$0.00	0%
TOTALS	\$5,590,090.26	\$4,305,054.25	(\$1,285,036.01)	77%



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

501 Pleasant Valley Road • Diamond Springs, CA 95619 • (530) 644-9630

STAFF REPORT

DATE:	June 19, 2026
TO:	Board of Directors, El Dorado County Fire Protection District
FROM:	Brad Gates, Fire Chief
SUBJECT:	Reclassification of Fire Marshal from Division Chief to Deputy Chief — Fire Marshal; Adoption of Class Specification; and Authorization to Recruit

RECOMMENDATION

Staff recommends that the Board of Directors:

- Approve the reclassification of the Fire Marshal position from Division Chief to Deputy Chief Fire Marshal within the El Dorado County Fire Protection District, effective upon completion of the Human Resources classification and compensation review;
- Adopt the Deputy Chief Fire Marshal Class Specification as presented, establishing the position's title, definition, essential job functions, reporting structure, minimum qualifications, and classification as Unrepresented (Exempt);
- Direct the Fire Chief and District administration to update the class specification, salary schedule, and organizational chart to reflect the reclassification.
- Authorize the Fire Chief to assign the expanded functional responsibilities of Fire Prevention, Community Risk Reduction, Community Outreach, Government Affairs, and Communications Manager / Public Information Officer to the reclassified position, and to initiate recruitment and selection in accordance with District policies and applicable law.

BACKGROUND

The District has historically maintained a Fire Marshal position at the Division Chief classification level, with responsibilities focused primarily on fire prevention, inspections, code enforcement, and fire investigation.

Over time, the scope of responsibilities assigned to the Fire Marshal position has expanded substantially beyond the traditional Division Chief framework. The District's strategic direction now requires an executive-level officer capable of leading multiple functional bureaus simultaneously, representing the District before elected officials and the media, directing community risk reduction and outreach programs, managing government affairs and legislative advocacy, and serving as the District's primary Public Information Officer.

The current Division Chief classification is appropriate for positions that manage a single operational division or program area. It does not reflect the breadth of authority, span of control, or executive accountability now required of the Fire Marshal position. Accordingly, staff is recommending reclassification to the Deputy Chief

level a rank commensurate with the position's expanded executive scope and its role as a member of the District's executive staff.

DISCUSSION

Reclassification Overview

The proposed reclassification elevates the Fire Marshal from Division Chief to Deputy Chief Fire Marshal, a Unrepresented (Exempt) classification reporting directly to the Fire Chief. The Deputy Chief Fire Marshal will serve as a key member of the District's executive staff and will be accountable for five distinct functional bureaus and divisions, each with its own programmatic responsibilities, and budget.

The reclassification does not diminish the Fire Marshal's existing prevention and code enforcement duties it formally recognizes the expanded scope of responsibility that has evolved with the position and establishes the organizational authority necessary to carry out those duties effectively.

Expanded Scope of Responsibilities

The Deputy Chief Fire Marshal will exercise executive oversight over the following functional areas:

- Fire Prevention & Code Enforcement — Direct all fire prevention programs, code enforcement, plan review, permitting, hazardous materials compliance, and fire investigation functions; supervise Prevention Division personnel including Inspectors and Investigators.
- Community Risk Reduction (CRR) — Develop and lead a data-driven CRR program aligned with CFAI accreditation standards; conduct and update the Community Risk Assessment; direct wildfire preparedness, defensible space, and home hardening programs; manage risk reduction grants.
- Community Outreach & Public Education — Direct public education programs including CPR/AED, fire safety, Fire Safe Kids Zone, and Fire Prevention Week; develop multilingual outreach strategies; represent the District at community events and Fire Safe Councils.
- Government Affairs — Under direction of the Fire Chief, serve as the District's legislative liaison to local, state, and federal bodies; monitor and analyze legislation and code changes; coordinate advocacy with Cal Fire, California State Fire Marshal's Office, and professional associations; represent the District in inter-governmental forums.
- Communications Manager / Public Information Officer (PIO) — Serve as the District's primary spokesperson; manage all media relations, press releases, news conferences, digital communications, social media, and emergency public information; coordinate JIC operations per NIMS/ICS; develop and maintain crisis communications protocols; collaborate with El Dorado County OES and Cal OES on public warning and evacuation messaging.
- Executive Staff & Administrative Duties — Participate in strategic planning, budget development, and policy; act as Fire Chief in the Fire Chief's absence; prepare and present Board staff reports and agenda items; represent the District in mutual aid, regional planning, and professional association activities.

Organizational Justification

The following factors support reclassification from Division Chief to Deputy Chief:

- Span of Control — The position oversees five distinct functional bureaus with supervisory-level personnel across Prevention, CRR, Outreach, Government Affairs, and Communications / PIO — well beyond the scope of a single-division Division Chief.

- Executive Authority — The position requires broad discretionary judgment in establishing policy, strategic direction, and programmatic priorities across multiple divisions, consistent with the Deputy Chief classification.
- Inter-Governmental Standing — Effective representation before the Board of Directors, county officials, legislators, and the media requires a rank that signals command-level authority and institutional standing.
- PIO and Crisis Communications — The position’s role as the District’s primary public spokesperson and JIC coordinator during complex, multi-agency incidents requires a command-level classification with the authority to speak on behalf of the organization.
- Command Staff Integration — As a member of the executive staff, the Deputy Chief — Fire Marshal participates in organizational governance, budget oversight, labor relations, and succession planning — functions not contemplated within the Division Chief classification.
- Succession and Continuity — The Deputy Chief — Fire Marshal is positioned to serve as Acting Fire Chief in the Fire Chief’s absence, a responsibility that requires the authority and accountability of a Deputy Chief classification.

Classification Comparison

Factor	Current: Division Chief	Proposed: Deputy Chief
Reporting Relationship	Division Chief → Fire Chief	Deputy Chief → Fire Chief (direct)
Functional Bureaus Overseen	Single division (Prevention)	Five divisions / bureaus
FLSA / Bargaining Unit	IAFF 3556	Exempt (Unrepresented)
Board Presentations	Infrequent / as assigned	Regular; standing executive role
Acting Fire Chief Authority	Not designated	Designated acting authority
PIO / Media Spokesperson	Not assigned	Primary District spokesperson
Government Affairs	Not assigned	Primary legislative liaison
Strategic Planning Role	Participatory	Executive staff member

Minimum Qualifications

The Deputy Chief Fire Marshal classification requires the following minimum qualifications:

- Bachelor’s degree from an accredited college or university in Fire Science, Public Administration, Emergency Management, Communications, or a closely related field. Master’s degree highly desirable. National Fire Academy EFO designation desirable.
- Minimum ten (10) years of progressively responsible fire service experience including at least four (4) years in a supervisory or management capacity at the rank of Battalion Chief, Division Chief, or equivalent.
- Demonstrated experience managing fire prevention, code enforcement, or inspection programs required. Experience in community outreach, public education, public information, or government relations desirable.
- California State Fire Marshal Fire Officer Certification required; Chief Officer Certification highly desirable.
- ICS 300, 400; NIMS IS-700 and IS-800 required.
- Valid California Class C Driver’s License; California Firefighter I (or equivalent, or obtainable within 12 months).

- Accredited PIO training (FEMA G-290, G-291) required within 12 months of appointment.

FISCAL IMPACT

The reclassification from Division Chief to Deputy Chief — Fire Marshal will result in a compensation adjustment consistent with the District’s adopted salary schedule for the Deputy Chief classification. The actual fiscal impact will be determined by the salary step at which the incumbent is placed upon reclassification, as established through the Human Resources classification and compensation review process.

Classification	Step 1 — Annual	Step 3 — Annual	Step 6 — Annual	Range Spread
Division Chief	\$116,604.80	\$128,544.00	\$149,510.40	\$116,605 – \$149,510
Deputy Chief	\$164,403.20	\$171,184.00	\$181,875.20	\$164,403 – \$181,875

The Deputy Chief salary schedule reflects the effective date of June 19, 2025 with a 2% top-down adjustment per the District’s adopted compensation plan. The annual compensation increase associated with the reclassification ranges from approximately \$14,893 to \$32,365 depending on step placement. Benefits costs including CalPERS employer contributions, health coverage, and other statutory costs will adjust proportionally and will be included in the formal fiscal analysis prepared by District administration.

The Board previously approved the Deputy Chief salary schedule. No additional appropriation is anticipated at this time; final fiscal impact confirmation will be provided by District administration upon completion of the Human Resources classification review and step placement determination.

ENVIRONMENTAL REVIEW

This action is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378, as it involves organizational, administrative, and personnel classification activities that will not result in a direct or indirect physical change to the environment. No further environmental review is required.

CONCLUSION

The reclassification of the Fire Marshal from Division Chief to Deputy Chief Fire Marshal represents a necessary and overdue recognition of the position’s expanded executive responsibilities. The scope of oversight, span of control, inter-governmental engagement, public communications authority, and command staff accountability associated with this position is fully consistent with the Deputy Chief classification and exceeds the framework of the current Division Chief classification.

Approval of the reclassification, adoption of the class specification, and authorization to recruit will enable the District to formally align its organizational structure with its operational reality, attract and retain the caliber of executive leadership the position demands, and advance the District’s strategic priorities in prevention, risk reduction, community engagement, and public information.

Staff recommends Board approval of all actions described in this report.

Respectfully submitted,

Brad Gates, Fire Chief

El Dorado County Fire Protection District

ATTACHMENTS:

A. Deputy Chief — Fire Marshal Class Specification (Effective Upon Board Approval)



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

501 Pleasant Valley Road • Diamond Springs, CA 95619 • (530) 644-9630

CLASS SPECIFICATION

Deputy Chief Fire Marshal

Classification Title:	Deputy Chief — Fire Marshal
Department:	El Dorado County Fire Protection District
Reports To:	Fire Chief
FLSA Status:	Exempt
Bargaining Unit:	Management / Unrepresented
Effective Date:	Upon Board Approval
Replaces:	Division Chief Fire Marshal

DEFINITION

Under the administrative direction of the Fire Chief, the Deputy Chief Fire Marshal plans, organizes, directs, and oversees the District's Fire Prevention, Community Risk Reduction, Community Outreach, Government Affairs, and Communications Manager / Public Information programs. This position serves as a key member of the District's executive staff, providing executive-level leadership across multiple functional bureaus and divisions. The Deputy Chief Fire Marshal acts for the Fire Chief in their absence and performs related duties as required.

DISTINGUISHING CHARACTERISTICS

The Deputy Chief Fire Marshal is an executive level classification distinguished from the Division Chief classification by its significantly expanded scope of authority, multi-bureau and division oversight, and executive responsibility. This position exercises broad discretionary judgment in establishing policies, strategic direction, and programmatic priorities across prevention, risk reduction, public communications, community engagement, and legislative affairs.

This class is further distinguished from the Fire Chief in that the Fire Chief bears ultimate administrative authority and accountability for the entire organization, while the Deputy Chief Fire Marshal is accountable for a defined focus of strategic and operational functions within the command structure.

SUPERVISION EXERCISED AND RECEIVED

Supervision Received: Receives general administrative direction from the Fire Chief.

Supervision Exercised: Exercises direct and indirect supervision over Division Chiefs, Fire Captains, Fire Inspectors, Fire Investigators, Public Education Specialists, administrative, and support staff assigned to the Prevention, Community Risk Reduction, Community Outreach, Government Affairs, and Communications Manager / Public Information functions .

ESSENTIAL JOB FUNCTIONS

Fire Prevention & Code Enforcement

- Direct, manage, and evaluate all fire prevention programs, code enforcement activities, and fire investigation functions of the District.
- Oversee the review and approval of plans, permits, and inspections for compliance with applicable fire codes, state regulations, and District ordinances.
- Administer the District's hazardous materials disclosure, business inspection, and permitting programs.
- Coordinate with Building and Safety, Planning, Public Works, and other agencies on fire-life safety issues in development and construction projects.
- Develop, recommend, and implement fire code amendments and local ordinances for adoption by the Board of Directors.
- Supervise and evaluate fire prevention personnel including Inspectors and Investigators; oversee training and professional development programs.

Community Risk Reduction (CRR)

- Develop and implement a comprehensive, data-driven Community Risk Reduction program aligned with best practices and CFAI accreditation standards.
- Conduct and regularly update the District's Community Risk Assessment to identify high-frequency and high-consequence hazards and vulnerable populations.
- Lead multi-agency CRR collaborations with public health, law enforcement, schools, non-profits, and community organizations.
- Establish performance metrics, outcome measures, and evaluation frameworks to assess program effectiveness.
- Direct wildfire preparedness, defensible space, and home hardening programs in coordination with CAL FIRE and county partners.
- Manage grant programs related to risk reduction, including application, reporting, and compliance requirements.

Community Outreach & Public Education

- Direct the District's public education and community relations programs including CPR/AED training, and fire safety education.
- Oversee the Fire Safe Kids Zone, Fire Prevention Week, and other public outreach initiatives.
- Develop multilingual and culturally competent outreach strategies to serve the District's diverse and underserved populations.
- Represent the District at community events, neighborhood association meetings, Fire Safe Councils, civic organizations, and public forums.
- Build and maintain partnerships with schools, businesses, faith-based organizations, and community groups to advance public safety.
- Develop and administer community education budgets, contracts, and program resources.

Government Affairs

- Under the direction of the Fire Chief serve as the District's primary liaison to local, regional, state, and federal legislative bodies and regulatory agencies.
- Monitor, analyze, and report on proposed legislation, regulations, and code changes with potential impact on District operations and public safety.
- Coordinate advocacy efforts with the California State Fire Marshal's Office, CAL FIRE, and professional associations.
- Prepare legislative analyses, position papers, and written testimony for Board consideration and presentation before legislative committees.
- Represent the Fire Chief and District in inter-governmental meetings, joint powers authority forums, and public policy discussions.
- Maintain working relationships with county, state, and federal officials and their staff to advance District legislative priorities.

Communications Manager / Public Information Officer (PIO)

- Serve as the District's primary Public Information Officer and official spokesperson for emergency incidents, planned events, and all public communications.
- Develop and execute a comprehensive strategic communications plan encompassing media relations, digital platforms, and community messaging.
- Manage all media relations activities including press releases, news conferences, media inquiries, and on-scene incident briefings.
- Oversee the District's digital communications including website content, social media channels, emergency alerts, and electronic publications.
- Coordinate Joint Information Center (JIC) activities during multi-agency incidents in accordance with NIMS/ICS protocols.
- Develop and maintain crisis communications protocols; prepare and train command staff for media engagement during emergencies.
- Collaborate with El Dorado County OES, Cal OES, and partner agencies on public warning, evacuation messaging, and post-incident communications.
- Monitor and respond to public and media inquiries; manage the District's public image and brand consistency across all communications channels.

Executive Staff & Administrative Duties

- Serve as a member of the Fire Chief's executive staff; participate in the development and implementation of the District's strategic plan, budget, and policy.
- Act as Fire Chief in the absence of the Fire Chief as directed; exercise full command authority when serving in acting capacity.
- Develop and manage budgets; monitor expenditures and ensure fiscal accountability within assigned programs.
- Prepare and present staff reports, agenda items, and program updates to the Board of Directors and Board committees.
- Participate in labor relations, disciplinary proceedings, and performance management activities in coordination with Human Resources.
- Represent the District in mutual aid coordination, regional planning efforts, and professional association activities.
- Perform other related duties and special projects as assigned by the Fire Chief.

MINIMUM QUALIFICATIONS

Education

- Bachelor's degree from an accredited college or university in Fire Science, Public Administration, Emergency Management, Communications, or a closely related field.
- A Master's degree in Public Administration, Fire Service Administration, or a related discipline is highly desirable.
- Completion of the California State Fire Marshal's Office Executive Fire Officer program or National Fire Academy Executive Fire Officer (EFO) designation is desirable.

Experience

- A minimum of ten (10) years of progressively responsible experience in fire service operations, fire prevention, or related emergency services, including at least four (4) years in a supervisory or management capacity at the rank of Battalion Chief, Division Chief, or equivalent.
- Demonstrated experience managing fire prevention, code enforcement, or inspection programs.
- Experience in community outreach, public education, or public information functions is desirable.
- Experience in government relations, legislative advocacy, or working with elected officials and legislative bodies is desirable.

Licenses & Certifications

- California State Fire Marshal Fire Officer Certification, or equivalent, required.
- California State Fire Marshal Chief Officer Certification, or equivalent highly desirable.
- Incident Command System (ICS) 300, 400, and NIMS IS-700 and IS-800 certifications required.
- Valid California Class C Driver's License required; must maintain insurability under the District's vehicle use policy.
- California Firefighter I or equivalent, or ability to obtain within 12 months of appointment, required.
- Accredited Public Information Officer (PIO) training (e.g., FEMA G-290, G-291) required within 12 months of appointment.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

- Principles, practices, and techniques of fire prevention, inspection, investigation, and code enforcement.
- California Fire Code, California Building Code, and applicable state and local ordinances and regulations.
- Community Risk Reduction methodologies, Community Risk Assessment frameworks, and CFAI accreditation standards.
- Principles and practices of public information, media relations, and strategic communications.
- Legislative processes at the local, state, and federal levels; methods of governmental advocacy and public policy development.
- Principles and practices of public administration, budget management, and organizational leadership.
- NIMS/ICS principles and application in multi-agency incidents including JIC operations.
- Digital communications platforms including social media, website content management, and emergency alert systems.

- Principles of supervision, training, performance management, and employee development.
- Occupational safety regulations applicable to fire service operations and prevention activities.

Ability to:

- Plan, organize, direct, and evaluate complex multi-bureau programs with competing priorities and diverse stakeholders.
- Communicate effectively in writing and orally with elected officials, media representatives, community members, and partner agencies.
- Develop and deliver compelling public presentations, legislative testimony, and media briefings.
- Analyze complex regulatory, operational, and policy issues and formulate clear, actionable recommendations.
- Build and sustain effective working relationships with a wide variety of individuals, organizations, and agencies.
- Exercise sound independent judgment within established policy and legal frameworks.
- Effectively represent the District in high-visibility, high-stakes public and governmental settings.
- Lead and motivate multi-disciplinary teams to achieve program goals and organizational objectives.
- Prepare clear, concise, and accurate reports, staff analyses, and correspondence.
- Operate standard office and communications technology; learn and apply new technologies as required.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS

Work is primarily performed in an office environment with frequent travel to District facilities, incident scenes, community events, legislative offices, and partner agency locations. Incumbents must be able to operate a motor vehicle. Position may require occasional work outside standard business hours including evenings, weekends, and response to emergency incidents. Must be able to work in outdoor environments including active fire scenes as required for PIO and command functions.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this classification in accordance with applicable law.

DISCLAIMER

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel in this classification. The Fire Chief retains the right to add to, modify, or change the essential duties of this position at any time.

Fire Chief

El Dorado County Fire Protection District

Date: _____

Board Chair

Board of Directors

Date: _____



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

501 Pleasant Valley Road • Diamond Springs, CA 95619 • (530) 644-9630

STAFF REPORT

DATE:	June 19, 2026
TO:	Board of Directors, El Dorado County Fire Protection District
FROM:	Brad Gates, Fire Chief
THROUGH:	Deputy Fire Chief, Operations
SUBJECT:	Creation and Adoption of New Classification — EMS Captain Specialist; Approval of Class Specification; and Authorization to Recruit

RECOMMENDATION

Staff recommends that the Board of Directors:

- Approve the creation of the EMS Captain Specialist classification within the El Dorado County Fire Protection District EMS Division, effective July 1, 2026;
- Adopt the EMS Captain Specialist Class Specification as presented, establishing the position's title, definition, essential job functions, minimum qualifications, and compensation structure;
- Authorize the compensation schedule for the EMS Captain Specialist classification at Steps A–F as detailed in this report, in accordance with the applicable Memorandum of Understanding with IAFF Local 3556; and
- Authorize the Fire Chief to initiate recruitment and selection for the EMS Captain Specialist position in accordance with District policies and applicable law.

BACKGROUND

The District's EMS program is one of its most operationally significant functions, delivering advanced life support (ALS) services to the community in coordination with the El Dorado County Emergency Services Authority (the "JPA") and the Local EMS Agency (LEMSA).

As the District's EMS program has grown in scope and complexity, the need for a dedicated command-level EMS specialist positioned outside the traditional rotating shift structure has become increasingly apparent. Currently, EMS oversight, clinical quality improvement, regulatory compliance, and interagency coordination responsibilities are distributed across operational staff without a dedicated position assigned to manage these functions on a continuous, Monday–Friday basis.

The proposed EMS Captain Specialist classification is designed to fill this gap. The position will serve as the District's senior operational and clinical EMS officer, working a 40-hour Monday–Friday schedule under the direction of the Deputy Fire Chief, Operations. The position is designed to interface continuously with LEMS,

the JPA, hospitals, allied agencies, and District personnel on all matters related to EMS system quality, compliance, and operational effectiveness.

DISCUSSION

Position Overview

The EMS Captain Specialist is a non-rotating, 40-hour per week specialist position representing a new classification within the District's organizational structure. The position is assigned to the EMS Division and reports to the Deputy Fire Chief, Operations. It is represented by IAFF Local 3556 and compensated in accordance with the applicable Memorandum of Understanding.

The EMS Captain Specialist is distinguished from line-level Paramedic classifications by its supervisory and command-level responsibility for clinical quality, system oversight, and incident management. It is further distinguished from the Deputy Fire Chief, Operations in that the EMS Captain Specialist focuses on daily field operations, clinical program management, and interagency coordination, while the Deputy Fire Chief retains broader administrative and strategic authority over the EMS program.

Key Functional Responsibilities

The EMS Captain Specialist will be responsible for the following primary functional areas:

- Operational and Incident Support — Serve as EMS Branch Director or Medical Group Supervisor during MCIs, declared disasters, wildland and structure fires, technical rescues, and Tactical EMS operations; coordinate MHOAC communications and ambulance strike team deployments.
- Clinical Oversight and CQI — Oversee the District's Continuous Quality Improvement program per Title 22, Chapter 12; investigate clinical performance issues; review Exception Reports; coordinate Ambulance Patient Offload Time (APOT) monitoring; and ensure PCR data compliance.
- System Coordination and Regulatory Compliance — Interface with LEMSA on accreditation, policy, and compliance matters; oversee paramedic intern development and local accreditation processes; manage EMS technology platforms including ImageTrend.
- JPA Coordination — Work closely with the El Dorado County Emergency Services Authority (JPA) on CQI program alignment, operational protocols, communications system interoperability, and joint service area coordination; represent the District in JPA committees and working groups.
- Equipment and Logistics — Manage durable medical equipment inventories, controlled substance restock compliance per Title 22 and DEA regulations, supply procurement, and fleet readiness monitoring.
- Education and Training — Develop and deliver quarterly EMS training per Title 22 §100390; support new hire onboarding, paramedic internships, preceptorships, and performance evaluations.
- Allied Agency and Community Coordination — Serve as EMS liaison to hospitals, law enforcement, transport providers, and allied agencies; participate in regional EMS committees and disaster preparedness activities.

Minimum Qualifications

The EMS Captain Specialist classification requires the following minimum qualifications:

- Current and valid California State Paramedic (EMTP) License issued by the State of California.
- Current El Dorado County EMS Agency (LEMSA) paramedic accreditation.

- Minimum five (5) years of cumulative experience as a licensed paramedic in a fire-based or ALS EMS system; supervisory or lead officer experience required.
- Current AHA BLS, ACLS, and PALS certifications.
- Current ITLS or PHTLS trauma certification.
- ICS 100, 200, 300, 400; NIMS IS-700 and IS-800.
- California Ambulance Strike Team Leader / Medical Task Force Red Card qualification or trainee status; MHOCSA required or obtainable within 12 months.
- Associate of Arts/Science or Bachelor of Arts/Science degree from an accredited institution required; Bachelor's or Master's degree in a related field highly desirable.
- Valid California Class C Driver's License with insurability under District vehicle use policy.

Compensation Structure

The EMS Captain Specialist classification is compensated in accordance with the applicable Memorandum of Understanding with IAFF Local 3556. The proposed salary schedule is as follows:

Step	Hourly Rate	Monthly Rate
A	\$47.43	\$8,220.83
B	\$49.80	\$8,631.79
C	\$52.29	\$9,063.82
D	\$54.91	\$9,516.92
E	\$57.65	\$9,992.85
F	\$60.53	\$10,491.62

In addition to base salary, the EMS Captain Specialist is eligible for longevity, education, and specialty pay incentives; per-shift ambulance assignment incentive pay; a 1.5% employer 457 deferred compensation contribution; CalPERS retirement (2.7% @ 57 for PEPRA employees); monthly healthcare contribution (\$925 employee only / \$1,900 employee + family); annual uniform allowance; holiday pay; paid sick leave and vacation accrual; \$30,000 life insurance; long-term disability coverage; and CSFA membership.

STRATEGIC JUSTIFICATION

The creation of the EMS Captain Specialist position directly supports the District's strategic priorities in the following ways:

- EMS Program Quality and Compliance — A dedicated, Monday–Friday EMS specialist position ensures continuous oversight of the District's CQI program, PCR compliance, LEMSA accreditation processes, and Title 22 regulatory obligations — responsibilities that cannot be adequately managed through rotating shift assignments.
- JPA Partnership — Establishing a dedicated point of contact for coordination with the El Dorado County Emergency Services Authority (JPA) strengthens the District's operational relationship with its joint service partner on CQI, communications, and system-level EMS operations.
- Regulatory Risk Reduction — Consistent oversight of controlled substance compliance, paramedic accreditation, exception report management, and LEMSA interface significantly reduces the District's regulatory exposure.

- Operational Readiness — Dedicated management of equipment inventories, fleet readiness, supply standardization, and MCI preparedness directly supports the District's ability to respond safely and effectively at major incidents.
- Workforce Development — Structured paramedic internship oversight, preceptor coordination, and quarterly training development improves clinical competency, recruiter satisfaction, and career development for EMS personnel.
- Succession Planning — The EMS Captain Specialist classification creates a defined pathway for career advancement within the EMS Division and builds organizational depth within the command structure.

FISCAL IMPACT

The EMS Captain Specialist is a new classification proposed for implementation effective July 1, 2026. The position is a 40-hour per week, Monday–Friday assignment compensated in accordance with the IAFF Local 3556 MOU. The estimated annual base salary cost ranges from approximately \$98,654 (Step A) to \$125,903 (Step F), exclusive of benefits.

Total compensation including CalPERS employer contributions, health benefits, deferred compensation match, and other statutory costs will be developed in coordination with the District's Finance staff and included in the adopted budget for Fiscal Year 2026–2027. Funding for this position is anticipated within the District's existing EMS Division operating budget, with any supplemental appropriation to be addressed through the budget amendment process if required.

Staff notes that the investment in a dedicated EMS Captain Specialist is expected to generate measurable operational efficiencies, reduce regulatory compliance risk, and improve the quality and consistency of EMS service delivery across the District.

ENVIRONMENTAL REVIEW

This action is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378 as it involves organizational, administrative, and personnel activities that will not result in a direct or indirect physical change to the environment. No further environmental review is required.

CONCLUSION

The creation of the EMS Captain Specialist classification represents a strategic investment in the quality, compliance, and operational effectiveness of the District's EMS program. The position addresses a documented operational gap, strengthens the District's partnership with the JPA, and provides the organizational structure necessary to meet the District's growing EMS responsibilities.

Staff recommends that the Board approve the classification, adopt the class specification, authorize the compensation schedule consistent with the IAFF Local 3556 MOU, and authorize the Fire Chief to initiate the recruitment and selection process.

Respectfully submitted,

Brad Gates, Fire Chief

El Dorado County Fire Protection District

ATTACHMENTS:

A. EMS Captain Specialist Class Specification — El Dorado County Fire Protection District (Effective July 1, 2026)



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

EMS Division • 501 Pleasant Valley Road • Diamond Springs, CA 95619 • (530) 644-9630

CLASS SPECIFICATION

EMS Captain Specialist

Classification Title:	EMS Captain Specialist
Department:	El Dorado County Fire Protection District — EMS Division
Reports To:	Deputy Fire Chief Operations
Schedule:	40 Hour (Monday – Friday)
FLSA Status:	Non-Exempt (as applicable to 7(k) FLSA exemption for fire protection)
Bargaining Unit:	IAFF 3556
Effective Date:	July 1, 2026,
Policy Reference:	EMS Captain Specialist Operational and Clinical Response Policy

DEFINITION

Under the general direction of the Deputy Fire Chief Operations, the EMS Captain serves as the senior operational and clinical EMS officer responsible for leading advanced life support operations, clinical quality oversight, regulatory compliance, and interagency EMS coordination for the El Dorado County Fire Protection District. The EMS Captain functions as the operational and clinical liaison for all EMS-related incidents and system-level responsibilities and works closely with the El Dorado County Emergency Services Authority (the "JPA") on Continuous Quality Improvement (CQI), operations, and communications. The EMS Captain performs other duties as required.

DISTINGUISHING CHARACTERISTICS

The EMS Captain is distinguished from the Paramedic/Firefighter classification by its supervisory and command-level responsibility for clinical quality, system oversight, and incident management. Unlike line-level paramedic positions, the EMS Captain is accountable for Continuous Quality Improvement (CQI) program oversight, regulatory compliance with California Title 22 and LEMSA requirements, paramedic intern development, and coordination with receiving hospitals, allied agencies, and the Medical Health Operational Area Coordinator (MHOAC).

This class is further distinguished from the Deputy Fire Chief Operations in that the EMS Captain focuses primarily on field operations, clinical support, and daily programmatic functions, while the Deputy Fire Chief Operations bears broader administrative and strategic accountability for the EMS program as a whole.

SUPERVISION EXERCISED AND RECEIVED

Supervision Received: Receives general directions from the Deputy Fire Chief Operations.

Supervision Exercised: Exercises direct and indirect supervision over paramedic personnel, EMTs, EMS interns, preceptors, and assigned EMS support staff during incidents, training activities, and daily EMS operations.

ESSENTIAL JOB FUNCTIONS

Operational and Incident Support

- Serve as EMS Branch Director or Medical Group Supervisor within an ICS/SEMS/NIMS framework for major medical incidents, MCIs, and declared disasters.
- Respond to and coordinate EMS resources during Multi-Casualty Incidents (MCIs), facilitating triage, treatment, and transport groups per LEMSA policy; complete all required medical group documentation.
- Provide EMS support at structure and wildland fires, including firefighter rehabilitation and EMS standby for fireground injuries.
- Manage EMS components of technical rescues including swift water, rope, and remote rescue incidents, including patient packaging and transport planning.
- Coordinate helispot safety and patient transfer during aeromedical operations; serve as liaison with air medical services.
- Deploy EMS strike teams or task forces during expanding or complex incidents and integrate EMS operations within the incident command structure.
- Coordinate with the Medical Health Operational Area Coordinator (MHOAC) during declared medical emergencies per H&S Code §1797.153, including resource ordering, patient movement, and SitRep reporting.
- Support Tactical EMS operations including active shooter, barricaded suspect, and law enforcement support scenarios; ensure implementation of Rescue Task Force (RTF) protocols.
- Ensure documentation compliance for all medical operations including accurate completion of Prehospital Care Reports (PCRs), and required EMSA/LEMSA data submissions.
- Support ambulance strike team deployments; manage task force rosters, logistics, briefings, and demobilization per California EMS Authority guidelines.
- Act as field clinical support officer, providing guidance during high-risk or complex patient care scenarios including but not limited to behavioral emergencies, cardiac arrests, and advanced airway management.

Clinical Oversight and Quality Improvement

- Oversee the District's Continuous Quality Improvement (CQI) program per Title 22, Chapter 12; conduct data reviews, incident follow-ups, and system improvement analysis.
- Investigate clinical performance issues, document findings, and develop provider-specific improvement plans.
- Ensure completion of all mandated data reporting; coordinate remediation for incomplete or missing Prehospital Care Reports (PCRs).
- Review and address Exception Reports; communicate findings to crews for educational and corrective purposes.
- Coordinate Ambulance Patient Offload Time (APOT) monitoring and collaborate with receiving facilities to improve turnaround metrics.

- Provide field-level clarification of EMS policies and protocols and deliver direct clinical education as needed.

System Coordination and Regulatory Compliance

- Interface with the Local EMS Agency (LEMSA) on matters of accreditation, policy updates, and regulatory compliance.
- Work closely with the El Dorado County Emergency Services Authority (the "JPA") on system-level EMS coordination, including CQI program alignment, operational protocols, and communications system interoperability across the joint service area.
- Oversee paramedic intern development and manage local accreditation processes in alignment with Title 22.
- Conduct complaint investigations in collaboration with supervisory staff; document clinical findings for submission to LEMSA as required.
- Facilitate resolution of EMS technology and software issues including ImageTrend platform.

Equipment and Logistical Oversight

- Manage durable medical equipment inventories, including inspection, repair, and compliance with scheduled maintenance requirements.
- Coordinate controlled substance restock processes and ensure compliance with Title 22 and DEA regulations.
- Process EMS supply orders and work with vendors to maintain standardization and accountability.
- Monitor fleet readiness, preventative maintenance scheduling, and mechanical service communications.

Education, Training, and Personnel Development

- Develop and deliver quarterly EMS training compliant with Title 22 §100390 and District objectives.
- Support new hire onboarding, paramedic internships, and preceptorship programs.
- Provide performance evaluations, clinical mentoring, and direct field support to EMS personnel.

Allied Agency and Community Coordination

- Serve as EMS liaison to hospitals, law enforcement, transport providers, and allied agencies.
- Work closely with the El Dorado County Emergency Services Authority (the "JPA") to coordinate EMS Continuous Quality Improvement (CQI) activities, including joint data review, incident analysis, provider performance oversight, and system-wide quality improvement initiatives consistent with Title 22 and LEMSA requirements.
- Collaborate with the JPA on operational matters including ambulance deployment, response protocols, resource coordination, strike team activities, and interoperability of EMS operations across the joint service area.
- Coordinate with the JPA on communications system matters including radio interoperability, dispatch protocols, CAD integration, and technology platforms supporting field EMS operations and patient care documentation.
- Participate in JPA committees, working groups, and advisory boards as designated by the Fire Chief; represent the District's interests and provide subject matter expertise in EMS operations, clinical quality, and system coordination.
- Participate in regional EMS committees and advisory boards as designated by the Fire Chief.
- Facilitate coordination during joint operations, planned events, and disaster drills.

MINIMUM QUALIFICATIONS

Licenses and Certifications

- California State Paramedic (EMTP) License: Current and valid license issued by the State of California — Required.
- Local Accreditation: Current El Dorado County EMS Agency (LEMSA) paramedic accreditation — Required.
- Basic Life Support (BLS): Current AHA Healthcare Provider CPR certification — Required.
- Advanced Cardiac Life Support (ACLS): Current AHA certification — Required.
- Pediatric Advanced Life Support (PALS): Current AHA certification — Required.
- Trauma Certification: Current International Trauma Life Support (ITLS) or Prehospital Trauma Life Support (PHTLS) — Required.
- Valid California Class C Driver's License; must maintain insurability under District vehicle use policy — Required.
- California Ambulance Strike Team Leader / Medical Task Force Red Card qualification or trainee status — Required (or ability to obtain within 12 months of appointment).

Incident Command Training

- ICS 100, 200, 300, and 400 — Required.
- NIMS IS-700 and IS-800 — Required.
- Medical Health Operations Center Support Activities (MHOCSA) — Required (or ability to obtain within 12 months of appointment).

Experience

- A minimum of five (5) years of cumulative experience functioning as a licensed paramedic in a fire-based or ALS EMS system — Required.
- Experience in supervisory, lead, or acting officer roles in an EMS or fire service setting — Required.

Education

- Possession of an Associate of Arts/Science or Bachelor of Arts/Science degree from an accredited institution — Required.
- Bachelor's degree from an accredited college or university in Fire Science, Public Administration, Emergency Management, Communications, or a closely related field — Highly Desirable.
- Note: Relevant fire service or EMS work experience may be substituted for the educational requirement upon evaluation and approval by the Fire Chief or designee.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

- California Code of Regulations, Title 22, Division 9 (Emergency Medical Services); applicable LEMSAs policies and protocols.
- Advanced life support clinical practices, pharmacology, and prehospital patient care standards.
- ICS/SEMS/NIMS principles and their application in multi-casualty and complex incidents.
- CQI program methodology and data-driven clinical quality management practices.

- California EMS Authority ambulance strike team and medical task force guidelines.
- DEA controlled substance regulations applicable to prehospital EMS operations.
- Principles of supervision, personnel development, and clinical mentoring.
- EMS documentation platforms including ImageTrend and related ePCR systems.
- Medical equipment inspection, maintenance, and inventory management standards.

Ability to:

- Lead EMS operations during major medical incidents, MCIs, and declared emergencies under ICS/SEMS/NIMS frameworks.
- Supervise, evaluate, and develop paramedic and EMT personnel in field and training environments.
- Communicate effectively both orally and in writing with clinical personnel, hospital staff, allied agencies, and regulatory bodies.
- Analyze clinical performance data and develop actionable CQI improvement plans.
- Interpret and apply Title 22 regulations, LEMSA policies, and District protocols to complex field situations.
- Manage multiple competing priorities in high-stress, time-critical environments.
- Maintain accurate records and prepare clear, concise reports and clinical documentation.
- Establish and maintain cooperative working relationships with hospital partners, law enforcement, and allied emergency services agencies.
- Exercise sound independent clinical and supervisory judgment within established protocols and District policy.

COMPENSATION AND BENEFITS

This classification is represented by the IAFF Local 3556 and is compensated in accordance with current salary schedule and applicable MOU standards.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS

Work is performed in both field and office environments. Field duties may include exposure to hazardous materials, smoke, extreme weather, infectious diseases, and emotionally traumatic situations. Incumbents must be able to perform strenuous physical activity including lifting patients and equipment, working in confined spaces, and functioning during extended operational periods. The position requires the ability to work a 40 Hour workweek schedule including some weekends, holidays, and extended deployments. Must maintain all required certifications and fitness standards as established by the District and applicable state and county EMS regulations.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this classification in accordance with applicable law.

REVIEW AND COMPLIANCE

This class specification shall be reviewed annually by the Deputy Fire Chief Operations to ensure alignment with current Title 22 regulations, El Dorado County EMS Agency protocols, and Fire District strategic priorities. Non-compliance with duties, qualifications, or standards outlined in this specification may result in administrative review and corrective action as determined by the Fire Chief or designee.

DISCLAIMER

The above statements are intended to describe the general nature and level of work performed by incumbents in this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required. The Fire Chief retains the right to add to, modify, or change the essential duties of this position at any time.

Fire Chief

El Dorado County Fire Protection District

Date: _____

Deputy Fire Chief Operations

El Dorado County Fire Protection District

Date: _____



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

501 Pleasant Valley Road • Diamond Springs, CA 95619 • (530) 644-9630

STAFF REPORT

MEETING DATE:	June 19 th , 2026,
AGENDA ITEM:	
DATE:	June 7, 2026
TO:	Board of Directors, El Dorado County Fire Protection District
FROM:	[Staff Name, Title]
REVIEWED BY:	Brad Gates, Fire Chief
SUBJECT:	Authorization to Issue Request for Proposals — IT Equipment, Hardware, and Managed Services (RFP-EDCFD-2026-IT-01)

RECOMMENDATION

Staff recommends that the Board of Directors authorize the Fire Chief, or designee, to issue Request for Proposals No. RFP-EDCFD-2026-IT-01 for IT Equipment, Hardware, and Managed IT Services, including cloud-based server migration and AI integration, and to take all actions necessary to administer the competitive solicitation process in accordance with District procurement policies.

EXECUTIVE SUMMARY

El Dorado County Fire Protection District's current IT infrastructure and managed services contract require modernization to support the District's operational, administrative, and regulatory needs. This staff report seeks Board authorization to formally solicit competitive proposals from qualified vendors for IT equipment and hardware, ongoing managed IT services, migration of on-premises servers to a compliant cloud-based environment, and deployment of a dedicated, walled artificial intelligence platform for internal staff use.

The District has received preliminary market pricing information and has developed a formal Request for Proposals (RFP) document. Issuance of this RFP does not obligate the District to award a contract. The Board retains full authority to accept, reject, or negotiate any and all proposals received, including the option to maintain the current service provider if no responsive proposal demonstrates sufficient value to justify a transition.

BACKGROUND

The District's administrative and operational functions rely on a fleet of computers, network infrastructure, and managed IT services to support day-to-day operations including incident reporting, personnel management, and inter-agency coordination.

The District's current IT equipment is aging and approaching end-of-life on several key systems. In addition, evolving compliance requirements including HIPAA obligations stemming from engine company patient care reporting (PCR) activity necessitate a more structured approach to data handling, cloud licensing (Microsoft 365 Government Community Cloud), and cybersecurity posture.

Staff has engaged in preliminary vendor discussions and obtained reference quotes to inform budget development and technical specifications. Those discussions identified the following key needs:

- Replacement of desktop computers, laptops, docking stations, monitors, peripherals, and conferencing equipment across District facilities.
- Migration of on-premises server infrastructure to a CJIS- and HIPAA-compliant cloud platform (Microsoft Azure Government or AWS GovCloud).
- Ongoing managed IT and cybersecurity services including help desk, remote monitoring, endpoint protection, SIEM, and incident response.
- Deployment of a walled, air-gapped AI assistant for internal staff productivity isolated from external networks with full audit logging.
- Microsoft 365 Government Community Cloud (GCC) licensing to ensure HIPAA compliance for patient care report data generated during engine company contacts.

NEED AND JUSTIFICATION

1. Equipment End-of-Life

Current desktop and laptop hardware is beyond the standard 4–5 year refresh cycle recommended for government operations. Aging equipment increases the risk of unplanned failures, reduces staff productivity, and limits the District's ability to run current security software and operating system updates.

2. HIPAA Compliance — Patient Care Reporting

Although the District does not provide EMS transport services, engine companies make patient contacts and generate Patient Care Reports (PCRs). PCR data constitutes Protected Health Information (PHI) under HIPAA. Storage or transmission of PHI through non-compliant platforms creates legal and regulatory exposure. Migration to Microsoft 365 GCC and a HIPAA-compliant cloud environment is necessary to address this risk.

3. Cybersecurity Posture

Ransomware and phishing attacks targeting public safety agencies have increased significantly. The District currently lacks enterprise-grade endpoint detection, 24/7 security monitoring, and a formal incident response plan. A managed security services provider (MSSP) with public safety experience is required to address these gaps and support insurance and compliance obligations.

4. Operational Efficiency — AI Integration

Staff has identified that a significant portion of administrative time is spent on routine document drafting, report writing, and policy research. A dedicated, internally-hosted AI assistant walled off from the public internet and District operational systems offers a practical tool to improve staff efficiency without compromising data security or introducing external data exposure.

5. Competitive Procurement Due Diligence

Issuing a formal RFP fulfills the District's obligation to conduct competitive procurement for contracts of this value, ensures the Board receives best-value pricing, and creates a documented record of market testing regardless of whether the District ultimately awards to a new vendor or retains its current provider.

ESTIMATED BUDGET IMPACT

The following estimates are based on preliminary market research and reference quotes obtained during staff's pre-solicitation process. Actual contract amounts will be determined through the competitive RFP process and returned to the Board for award authorization.

Item	Estimated Cost
PART I — Equipment & Hardware	
Desktop Computers (25 units)	\$47,565
Laptops (18 units)	\$35,863
Docking Stations (20 units)	\$3,750
Monitors, Keyboards, Cameras (open bid)	\$15,000 – \$25,000 est.
Migration Labor (43 units)	\$16,125
Shipping & Tax	\$6,703
Part I Subtotal	~\$125,000 – \$135,000
PART II — Managed IT Services (Year 1)	
Great Start Onboarding (one-time)	\$7,200
Monthly Managed IT & Security (\$6,604/mo)	\$79,248
Cloud Migration Project (estimate)	\$40,000 – \$80,000 est.
Claude AI Integration Setup (estimate)	\$15,000 – \$30,000 est.
M365 GCC Licensing (est. included in MSP)	See MSP scope
Part II Year 1 Subtotal	~\$140,000 – \$196,000
ESTIMATED TOTAL — YEAR 1	~\$265,000 – \$331,000
3-Year Estimated Total (recurring + one-time)	~\$420,000 – \$520,000

Note: Budget estimates include items not yet formally quoted (monitors, keyboards, cameras, cloud migration, AI integration). Final contract amounts are subject to Board award approval. The District is not obligated to award any contract resulting from this RFP.

PROPOSED PROCUREMENT TIMELINE

Milestone	Target Date
Board Authorization to Post RFP	[Board Meeting Date]

RFP Posted / Issued to Vendors	Within 5 business days of Board approval
Vendor Questions Deadline	June 27, 2026
District Q&A Addendum Issued	July 2, 2026
Proposal Submission Deadline	July 11, 2026 at 5:00 PM PT
Proposal Evaluation Period	July 14 – July 25, 2026
Vendor Interviews (if needed)	Week of July 28, 2026
Staff Recommendation to Board	[August Board Meeting]
Board Contract Award Authorization	[August Board Meeting]
Contract Execution & Notice to Proceed	August 2026

ALTERNATIVES CONSIDERED

Alternative 1 — Issue RFP as Proposed (Recommended)

Issuing a competitive RFP allows the District to obtain market pricing, fulfill procurement policy obligations, and evaluate whether any vendor offers superior value to the current provider. The Board retains full authority to reject all proposals and maintain the current service arrangement.

Alternative 2 — Direct Award to Current Provider

Staff does not recommend direct award without competitive solicitation for a contract of this estimated value. A direct award bypasses competitive procurement requirements, may limit the District's ability to negotiate pricing, and does not provide the Board with market benchmarking data.

Alternative 3 — Defer Procurement

Deferring this procurement extends the life of aging equipment and delays resolution of identified HIPAA compliance gaps related to PCR data handling. Staff does not recommend deferral given the regulatory exposure associated with PHI stored on non-compliant platforms.

FISCAL IMPACT

Issuance of the RFP creates no financial obligation. Fiscal impact will be formally assessed and presented to the Board at the time of contract award consideration. Staff will return to the Board with a recommendation to award, reject, or negotiate following completion of the evaluation process.

Issuance of the RFP creates no financial obligation. Fiscal impact will be formally assessed and presented to the Board at the time of contract award consideration. Staff will return to the Board with a recommendation to award, reject, or negotiate following completion of the evaluation process.

Equipment and Hardware Funding

Part I equipment and hardware costs — estimated at \$125,000 to \$135,000 — are proposed to be funded through one of the following sources, subject to confirmation by District administration and the Board:

- General Fund / Capital Outlay if sufficient budget authority is available within the District's current General Fund appropriation for capital equipment and technology refresh, equipment and hardware

costs may be funded through the existing budget. Staff recommends the Deputy Chief of Administration confirm availability prior to the Board contract award meeting; or

- Annexation Transition Funds. The District has received approximately \$400,000 in County funds designated to support the transition and operational integration resulting from the annexation of the Diamond Springs/El Dorado Fire Protection District (DSP) into ECF. Equipment and hardware replacement directly supporting the integration of DSP facilities and personnel into ECF’s operational and administrative infrastructure is an appropriate use of these annexation transition funds. Staff proposes that Part I hardware costs be allocated from the \$400,000 annexation fund balance to the extent not covered by the General Fund appropriation.

The final funding source designation for Part I equipment and hardware will be presented to the Board at the time of contract award, following confirmation by the Deputy Chief of Administration of available budget authority and annexation fund balance.

Managed Services — Cost Comparison and Projected Savings

The District’s current managed IT services contract is budgeted at \$103,000 annually. The reference quote obtained from 7th DI Technologies for the proposed managed IT and cybersecurity services package is \$79,248 per year (\$6,604/month), representing an estimated annual savings of approximately \$23,752 compared to the current contract a reduction of approximately 23%.

The new managed services scope also delivers substantially expanded capabilities not included in the current contract, including 24/7 endpoint detection and response (EDR), a Security Information and Event Management (SIEM) platform, a formal incident response program, and HIPAA-compliant Microsoft 365 GCC licensing. On a value-adjusted basis, the proposed contract represents a significant upgrade in cybersecurity posture and regulatory compliance at a lower annual cost than the current arrangement.

The one-time Great Start onboarding fee of \$7,200 will offset a portion of the Year 1 savings. Net Year 1 managed services savings, after onboarding, are estimated at approximately \$16,552. Over a three-year term, cumulative recurring savings on the managed services component alone are projected at approximately \$71,256 compared to continuing the current contract at its existing rate.

Item	Current Contract	Proposed (7th DI)	Annual Savings
Annual Managed IT Services	\$103,000	\$79,248	\$23,752
Less: One-Time Onboarding Fee (Year 1 only)	—	\$7,200	(—\$7,200)
Net Year 1 Managed Services Savings	—	—	~\$16,552
3-Year Cumulative Recurring Savings (MSP only)	\$309,000	\$237,744	~\$71,256

Note: Proposed managed services scope includes substantially expanded cybersecurity services (24/7 EDR, SIEM, incident response) and HIPAA-compliant M365 GCC licensing not included in the current contract. Savings figures are based on reference quote and current budget; final amounts subject to competitive RFP process.

Year 1 Estimated Budget Summary

Estimated Year 1 total budget impact remains \$265,000 – \$331,000 as presented in the Budget section above. Of this amount, Part I equipment and hardware (\$125,000 – \$135,000) is proposed to be funded from the General Fund or annexation transition funds as described above. Part II managed services (\$140,000 – \$196,000 in Year 1, including one-time setup and migration costs) will be funded from the District’s IT operating budget, with the annual managed services component (\$79,248) representing a net savings of approximately \$23,752 per year compared to the current contracted rate of \$103,000. Final contract amounts and funding designations will be returned to the Board for approval at the time of contract award.

- This procurement is conducted in accordance with the District's Purchasing Policy and applicable provisions of California Public Contract Code.
- Competitive solicitation is required for contracts of this estimated value under District policy.
- The RFP document includes standard District terms and conditions, insurance requirements, and conflict of interest disclosures.
- HIPAA compliance requirements are addressed through specification of Microsoft 365 GCC licensing and HIPAA-compliant cloud infrastructure, consistent with the District's obligations as a HIPAA covered entity with respect to engine company patient care reports.
- The walled AI integration is scoped to prohibit access to protected data systems; a System Security Plan will be required from the awarded vendor prior to deployment.
- The Board retains full authority to reject any and all proposals pursuant to the reservation of rights clause included in the RFP.

CONCLUSION

Issuance of RFP-EDCFD-2026-IT-01 is a necessary and prudent step to address the District's aging IT infrastructure, close identified HIPAA compliance gaps, strengthen the District's cybersecurity posture, and evaluate the market for managed IT services. Issuance of the RFP creates no financial obligation and preserves the Board's full authority to accept, reject, or negotiate any resulting proposals.

Staff recommends that the Board authorize the Fire Chief to issue the RFP and administer the solicitation process in accordance with District procurement policy.

Prepared By: [Staff Name, Title]

El Dorado County Fire Protection District

Date: _____

Brad Gates, Fire Chief

El Dorado County Fire Protection District

Date: _____

Board Chair / President

Board of Directors

Date: _____

ATTACHMENTS:

- RFP-EDCFD-2026-IT-01 (Full Document)
- Reference Quote AAAQ105083, 7th DI Technologies (Hardware)
- Reference Quote AAAQ105080, 7th DI Technologies (MSP Services)

REQUEST FOR PROPOSALS

IT Equipment, Hardware & Managed Services

Issuing Agency	El Dorado County Fire Protection District
RFP Number	RFP-EDCFD-2026-IT-01
Issue Date	June 29, 2026
Proposal Deadline	July 20, 2026, 5:00 PM (Pacific Time)
Anticipated Award	July 27, 2026
Contract Period	Five years (5) with month to month option
Delivery Address	501 Main St, Diamond Springs, California 95619
Recipient Contact	Brad Gates GatesB@eldofire.com
Procurement Email	GatesB@eldofire.com

This RFP contains two (2) parts. Specifications are based on Districts needs analysis

SECTION 1 — INTRODUCTION & BACKGROUND

El Dorado County Fire District (EDCFD or "the District") is a California special district providing fire suppression, emergency medical services, and related public safety services across El Dorado County, operating from administrative offices at 501 Main St, Diamond Springs, CA 95619.

The District is issuing this RFP to procure IT equipment and hardware (Part I) and ongoing managed IT services including cloud migration and walled Claude AI integration (Part II). Reference specifications are drawn from District needs analysis. All competing vendors must meet or exceed the stated specifications.

SECTION 2 — SCOPE OF WORK

PART I: IT Equipment & Hardware

All equipment must be new, current-generation, and covered by manufacturer warranty of no less than three (3) years. Reference models are Dell Pro series as specified below. Equivalent or superior substitutions are acceptable with written justification and prior approval.

2.1 Desktop Computers — Quantity: 25

- Reference Model: Dell Pro Micro QCM1250
- Processor: Intel Core Ultra 5 235T or equivalent (current generation)
- RAM: 16 GB DDR5 minimum
- Storage: 512 GB NVMe SSD minimum
- Form Factor: Micro PC / Small Form Factor
- OS: Windows 11 Pro, 64-bit, licensed

- Color/Finish: Black or neutral professional finish
- Warranty: 3-year minimum, parts and labor

2.2 Laptops — Quantity: 18

- Reference Model: Dell Pro 14 PC14250
- Display: 14" Full HD Plus (1920x1200), 60 Hz, anti-glare
- Processor: Intel Core Ultra 7 265U with vPro Technology or equivalent
- RAM: 32 GB
- Storage: 1 TB NVMe SSD
- Security: Smart Card Reader, TPM 2.0
- Keyboard: English (US) backlit preferred
- Color: Platinum Silver / Metallic or equivalent professional finish
- OS: Windows 11 Pro, 64-bit, licensed
- Warranty: 3-year minimum

2.3 Docking Stations — Quantity: 20

- Reference Model: Dell Pro Dock WD25
- Universal USB-C / Thunderbolt compatibility
- Dual monitor output (HDMI + DisplayPort)
- USB-A x4 minimum, USB-C x2, Gigabit Ethernet
- Power delivery: 90W minimum to connected laptop
- 3.5mm audio combo jack

2.4 Monitors — Quantity: 70

The District requires 70 mid-grade monitors suitable for administrative and operational workstations. Vendors shall propose monitors meeting or exceeding the specifications below. No specific reference model is designated; vendors are encouraged to propose best-value options within the specified range.

- Screen size: 27–32 inches (mid-grade commercial or business-grade line preferred)
- Screen: Resolution: 1920x1080 (FHD) minimum; 2560x1440 (QHD) preferred
- Panel type: IPS or VA; anti-glare coating required
- Ports: HDMI x1, DisplayPort x1 minimum
- Ergonomic stand: height-adjustable with tilt and swivel preferred
- Warranty: 3 years including panel

2.5 Keyboards & Mouse Sets — Quantity: 35 (Open Bid)

- Full-size USB or wireless keyboard (2.4 GHz or Bluetooth)
- Optical mouse, minimum 1600 DPI, ambidextrous
- Wireless sets must use unified receiver or Bluetooth
- English US layout; backlit version quoted separately as optional

2.6 Camera & Audio Packages — Quantity: 10 (Open Bid)

- Webcam: 1080p minimum (4K preferred), auto-focus, privacy shutter, Teams/Zoom/Meet compatible
- Audio: USB speakerphone with 360° omnidirectional mic
- Echo cancellation and noise suppression required
- Cables and mounting hardware included

2.7 Migration Labor

- Vendor shall migrate all current system data, user profiles, printers, and software onto new equipment
- Reference scope: 43 units at a flat per-unit rate
- Includes configuration of profiles, mapped drives, installed applications, and printer connections
- Work to be performed on-site at 501 Main St, Diamond Springs, CA 95619
- Vendor to coordinate scheduling with District IT lead to minimize operational disruption

PART II: Managed IT Services

The District seeks a qualified Managed Service Provider (MSP/MSSP) to deliver comprehensive, ongoing IT management, cybersecurity, cloud migration, and AI integration services. The Risk Intelligence and Countermeasures model is used as the reference framework. Competing vendors must describe an equivalent or superior service structure.

2.8 RIC Great Start — Onboarding & Initial Assessment (One-Time)

- Independent third-party cybersecurity assessment to uncover and remediate environment deficiencies
- Deliverables: CVE Discovery and Remediation
- Privileged Account Review
- PII Scan across all District systems
- Roles and Responsibilities documentation
- Communications and Workflow mapping
- Initial Incident Response Plan
- Cyber Awareness Training (all staff)
- Acceptable Use Policy (AUP) development and adoption

2.9 MSP — Secure IT Foundation (Monthly Recurring, 48 Units)

- Remote monitoring and management (RMM) of all District endpoints
- Help desk support (Tier 1–3), Monday–Friday 7 AM–6 PM PT; 24/7 emergency on-call
- Patch management: OS, firmware, and application updates on monthly cycle
- Asset inventory management and CMDB maintenance
- Basic cloud administration (M365 or equivalent)
- Quarterly technology review meetings with District leadership
- Reference pricing: \$ _____ per unit/month

2.10 MSSP — Advanced Security 2026 (Monthly Recurring, 48 Units)

- Enterprise-caliber cyber defense against ransomware, phishing, state actors, and dark web threats
- EDR/MDR (Endpoint Detection & Response / Managed Detection & Response)
- SIEM deployment and 24/7 security event monitoring
- Dark web monitoring for District credentials and data
- Incident response retainer: vendor response within 2 hours of declared security incident
- Annual phishing simulation and security awareness training (minimum 2x/year)
- Compliance documentation support: CJIS, HIPAA (EMS), NIST 800-171
- Reference pricing: \$ _____ per unit/month

2.11 MSSP — Cyber Liability Essentials (Monthly Recurring)

- Ongoing compliance documentation and cyber liability support
- CVE remediation tracking and insurer reporting

- Policy maintenance (AUP, IRP, data handling)
- Reference pricing: \$_____/month flat

2.12 Server Migration to Cloud-Based Infrastructure (One-Time Project)

- Full assessment and documentation of existing on-premises servers and applications
- Written migration plan within 45 days of contract award (timeline, risk assessment, rollback procedures)
- Target platform: Microsoft Azure Government or AWS GovCloud; alternates require written justification
- Migrate email to M365 Government Community Cloud (GCC) or equivalent
- Migrate file storage to cloud platform with versioning and access controls
- Geo-redundant backup: 30-day minimum retention, daily snapshots
- Maximum planned downtime per migration event: 4 hours, scheduled off-peak
- Zero permanent data loss requirement
- Decommission on-premises servers upon successful validation
- All services must comply with CJIS Security Policy, NIST 800-53, California Government Code data residency

2.13 AI Integration — Walled Instance (One-Time Setup + Ongoing Licensing)

- Deploy dedicated, air-gapped AI assistant accessible only via District intranet/VPN
- All prompts and responses must remain within the District's private cloud — no data exfiltration to public AI endpoints
- Utilize Anthropic enterprise API or private cloud deployment option
- Role-based access controls (RBAC): tiered permissions for general staff, supervisors, administrators
- SSO integration with District's Active Directory / Azure AD
- Audit logging: retain full interaction logs minimum 90 days; accessible to District IT admin
- Content policy configuration appropriate for public safety environment
- Approved use cases: incident report drafting, policy Q&A, document summarization, internal knowledge base, training material generation
- Prohibited: access to live CAD/dispatch systems, patient data, or CJIS-protected records without separate written approval
- Vendor to provide System Security Plan (SSP) for AI environment prior to go-live
- Ongoing: annual licensing, support, updates

2.14 Hourly Rates

- Standard Rate: \$_____/hr
- After-Hours Rate: N/A (included in monthly service tier or quoted separately)
- Holiday Rate: \$_____/hr

Any services outside the defined scope of work will be billed at either the current contracted rate or the standard project rate based on job role.

SECTION 3 — PROPOSAL REQUIREMENTS

3.1 Part I — Equipment & Hardware

1. Cover letter identifying vendor, primary contact, and parts being bid
2. Completed Exhibit A pricing schedule with make/model for all line items
3. Product data sheets confirming specifications meet or exceed reference models
4. Proof of manufacturer authorization (Dell, MSI, or proposed equivalent)
5. Delivery timeline (required: within 30 calendar days of PO issuance to 501 Main St, Diamond Springs, CA 95619)

6. Warranty terms and RMA process
7. Migration labor methodology and staffing plan
8. Three (3) public agency equipment contract references within 5 years

3.2 Part II — Managed Services

9. Executive summary (2 pages max) describing service delivery approach
10. Technical proposal addressing each element in Sections 2.8–2.14
11. Cloud migration plan outline (preliminary; full plan due post-award within 45 days)
12. Claude AI integration architecture diagram and security narrative
13. SOC 2 Type II report (within 18 months) and data handling policy
14. Staffing plan: key personnel, certifications, resumes
15. Draft Service Level Agreement (SLA) with response time commitments
16. Completed Exhibit B pricing schedule separating one-time and monthly recurring costs
17. Three (3) public agency managed IT services references; at least one cloud migration project

3.3 General Requirements

- Valid California business license
- Insurance: General Liability \$2M per occurrence, Cyber Liability \$2M, Workers' Compensation
- Signed NDA required prior to District providing detailed systems documentation
- All proposed equipment free of active unpatched CVE advisories
- Subcontractors must be disclosed; District reserves approval rights

SECTION 4 — EVALUATION CRITERIA

Criterion	Part I	Part II
Technical Spec Compliance (meets/exceeds reference models)	30%	25%
Total Cost / Price	35%	25%
Vendor Experience & References	15%	20%
Delivery / Implementation Approach & Timeline	10%	15%
Security Posture & Compliance Documentation	5%	10%
AI Integration Capability & Architecture	N/A	5%

SECTION 5 — PRICING SCHEDULES

Exhibit A: Part I — Equipment & Hardware

Prices must include delivery to 501 Main St, Diamond Springs, CA 95619. Shipping and applicable tax must be itemized. Migration labor quoted per-unit. Prices firm for 120 days from submission. Reference quote total for specified items: \$_____ (incl. shipping and tax).

Item	Make / Model / Specifications	Qty	Unit Price	Extended Price
Desktop Computer	Dell Pro Micro QCM1250 Intel	25	\$_____	\$_____

Item	Make / Model / Specifications	Qty	Unit Price	Extended Price
	Core Ultra 5 235T 16GB RAM 512GB SSD Micro PC Win 11 Pro			
Laptop	Dell Pro 14 PC14250 14" FHD+ Touchscreen Intel Core Ultra 7 265U vPro 16GB 512GB SSD Smart Card Win 11 Pro	18	\$ _____	\$ _____
Docking Station	Dell Pro Dock WD25 Universal USB-C docking station	20	\$ _____	\$ _____
Monitor	Mid-Grade 27–32" Monitor 27–32" FHD/QHD IPS or VA Anti-Glare Ergonomic Stand	70	\$ _____	\$ _____
Keyboards & Mouse Sets	Vendor to Specify (35 sets — open bid item)	35	\$ _____	\$ _____
Camera & Audio Packages	Vendor to Specify (10 packages — open bid item)	10	\$ _____	\$ _____
Migration Labor	7th Di Pro Infrastructure Install & Migration Migrate all current systems onto new computers. Migrate user data, configure profiles, printers and software.	43	\$ _____	\$ _____
Shipping				\$ _____
Tax				\$ _____
PART I SUBTOTAL (Quoted Items — excl. keyboards, cameras)				\$ _____
Open Bid Items (Keyboards/Mice x35 + Camera/Audio x10)				\$ _____
PART I GRAND TOTAL		\$ _____		

Exhibit B: Part II — IT Management Services

Separate one-time project fees from monthly recurring costs. Monthly pricing based on 48 managed units. Annual escalation capped at 3%. Reference quote monthly recurring total (quoted items): \$ _____/month.

Service	Description	Qty / Freq	Price
ONE-TIME PROJECT FEES			
RIC Great Start Onboarding	Third-party cybersecurity assessment to uncover and remediate deficiencies. Deliverables: CVE Discovery & Remediation, Privileged Account Review, PII Scan, Roles & Responsibilities, Communications & Workflow, Initial Incident Response Plan, Cyber Awareness Training, Acceptable Use Policy.	1	\$ _____
Server Migration to Cloud	Migration of on-premises server infrastructure to cloud-based services (Azure Government / AWS GovCloud). Includes assessment, migration plan, execution, validation, and decommission of on-prem hardware.	1	\$ _____
Claude AI Integration (Walled Instance)	Deployment of dedicated, air-gapped Claude AI instance on District's private cloud. Includes SSO/Azure AD integration, RBAC configuration, audit logging, content policy setup, and staff onboarding.	1	\$ _____
Staff Training & Onboarding	Department-level new equipment onboarding, cloud platform end-user training, and Claude AI tool introduction sessions. Written user guides included.	1	\$ _____
ONE-TIME SUBTOTAL			\$ _____
RECURRING MONTHLY SERVICES			

Service	Description	Qty / Freq	Price
MSP — Secure IT Foundation	Core ongoing IT management: remote monitoring and management (RMM), help desk support, patch management, asset inventory, basic cloud administration.	48 units/mo	\$ _____/unit \$ _____/mo
MSSP — Advanced Security 2026	Enterprise-caliber cyber defense: EDR/MDR, SIEM monitoring, threat intelligence, ransomware protection, dark web monitoring, incident response retainer.	48 units/mo	\$ _____/unit \$ _____/mo
MSSP — Cyber Liability Essentials	Ongoing cyber liability support including compliance documentation, policy maintenance, CVE remediation tracking, and insurer reporting.	1/mo	\$ _____/mo
Cloud Infrastructure Run Rate	Monthly cloud hosting fees for migrated servers, storage, backup, and M365 GCC licensing (Azure Gov / AWS GovCloud). Vendor to itemize.	Monthly	\$ _____/mo
Claude AI Annual Licensing	Ongoing enterprise API/platform licensing for walled Claude AI instance. Support and updates included.	Monthly	\$ _____/mo
MONTHLY RECURRING SUBTOTAL (Quoted Items)			\$ _____/mo
TOTAL MONTHLY RECURRING (incl. open items)			\$ _____/mo
Hourly Rates: Standard \$ _____/hr After-Hours N/A Holiday \$ _____/hr			

SECTION 6 — TERMS & CONDITIONS

6.1 Reservation of Rights

EDCFD reserves the right to reject any and all proposals, waive informalities, and award in whole or part as deemed in the District's best interest.

6.2 Price Shopping Notice

Vendors are advised that use of this RFP solely for competitive price shopping, outside of a formal bid response, may be subject to a design fee for labor invested in scoping. The District expects all responding vendors to submit in good faith.

6.3 Payment Terms

Hardware invoices due upon receipt. Monthly managed services billed in advance. One-time project fees billed per milestone schedule to be agreed at contract execution.

6.4 Data Ownership & AI Privacy

All District data, documents, and interaction logs generated under this contract remain the sole property of EDCFD. Vendor shall not use District data for any purpose including AI model training without prior written consent. The walled Claude AI instance must not transmit District data to external systems.

6.5 Restocking / Cancellation

Hardware returns subject to a minimum 15% restocking fee with original packaging. Cancellation of managed services contract subject to terms in executed Master Services Agreement.

6.6 Ethics & Conflict of Interest

Vendors must disclose any current or prior financial, contractual, or personal relationship with EDCFD personnel. Violations may result in disqualification and debarment.

SECTION 7 — SUBMISSION INSTRUCTIONS

- Submit electronically to: Gatesb@eldofire.com
- Subject line: "RFP-EDCFD-2026-IT-01 — [Company Name] — Part I / Part II / Both"
- Format: Single PDF, max 50 MB; large files via secure file-sharing link
- Deadline: July 20th, 2026 at 5:00 PM Pacific Time — late submissions will not be considered
- Written questions due by: June 27, 2026 at 5:00 PM PT to Gatesb@eldofire.com

Thank you for your interest in serving El Dorado County Fire District.



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

501 Pleasant Valley Road • Diamond Springs, CA 95619 • (530) 644-9630

STAFF REPORT

DATE:	June 18, 2026
TO:	Board of Directors, El Dorado County Fire Protection District
FROM:	Brad Gates, Fire Chief
SUBJECT:	Adoption of Annual Special Tax Levy Resolutions for Fiscal Year 2026–27: (1) Ordering the Levy and Collection of Voter-Approved Special Taxes and Assessments (PTAX Resolution); and (2) Ordering the Levy of Special Taxes for Community Facilities District No. 1 (Unincorporated Area) with 3.80% CPI Escalation (CFD Resolution)

RECOMMENDATION

Staff recommends that the Board of Directors adopt the following two resolutions:

- Resolution No. 2026-10 — Ordering the Levy and Collection of Voter-Approved Special Taxes and Fire Suppression Assessments for Fiscal Year 2026–27 within the prior boundaries of the Pleasant Valley Fire Protection District, the Pollock Pines-Camino Fire Protection District, the Strawberry Area (LAFCO Annexation 90-01), the Coloma-Lotus Fire Protection District, and the Northside Fire Protection District; and
- Resolution No. 2026-11 — Ordering the Levy of Special Taxes for Fiscal Year 2026–27 within El Dorado County Fire Protection District Community Facilities District No. 1 (Unincorporated Area), incorporating a 3.80% Consumer Price Index annual escalation factor consistent with the CFD Rate and Method of Apportionment.
- Resolution No. 2026-12 – Ordering the Levy of Special Taxes for Fiscal Year 20226-27 within Diamond Springs-El Dorado Fire Protection District Community Facilities District No. 2006-01 (Unincorporated Area), incorporating a 3.8% Consumer Price Index annual escalation factor consistent with the CFD Rate and Method of Apportionment.

BACKGROUND

Annual Tax Levy Requirement

Each fiscal year, the Board of Directors is required to adopt resolutions ordering the levy and collection of special taxes and assessments authorized by the District's various predecessor agencies, annexations, and community facilities district formations. These actions are administrative in nature and are required annually to place the authorized levies on the El Dorado County secured property tax roll for collection by the County Auditor-Controller. Failure to adopt the levy resolutions by the required deadline would result in the taxes not being collected for Fiscal Year 2026–27, resulting in a significant loss of operating revenue to the District.

Voter-Approved Special Taxes and Assessments — Legacy Districts

The El Dorado County Fire Protection District was formed through a series of reorganizations and annexations that incorporated several predecessor fire protection districts, each of which had obtained voter approval for special taxes or assessments to fund fire protection services. As successor agency, the District is authorized and obligated to continue collecting these voter-approved levies within the original boundaries of the predecessor districts in which the levies were approved.

The following predecessor districts and annexation areas are subject to the annual PTAX levy resolution:

- Pleasant Valley Fire Protection District — Voters approved a special tax for fire protection purposes; the District continues to collect this tax within the prior boundaries of the Pleasant Valley FPD.
- Pollock Pines-Camino Fire Protection District — Voters approved a special tax for fire protection purposes by a 2/3 vote; rates vary by property type.
- Strawberry Area (LAFCO Annexation 90-01) — Recorded with the El Dorado County Recorder on August 14, 1992; a fire suppression assessment was authorized upon annexation.
- Coloma-Lotus Fire Protection District — Voters approved a special tax on June 23, 1981; the Coloma-Lotus FPD reorganized with ECF on March 25, 1993, with all property tax revenues transferred to ECF as a condition of reorganization.
- Northside Fire Protection District — Voters approved a special tax (Ballot Measure “E”) on February 3, 1987; the Northside FPD reorganized with ECF on November 22, 1993, with all property tax revenues transferred to ECF as a condition of reorganization.

Community Facilities District No. 1 — Formation and Escalation Authority

On October 23, 2024, the Board of Directors adopted Resolution No. 2024-11, ordering the formation of the El Dorado County Fire Protection District Community Facilities District No. 1 (Unincorporated Area) (the “CFD”) pursuant to the Mello-Roos Community Facilities Act of 1982 (Government Code Section 53311 et seq.) (the “Act”). The CFD was established to fund fire protection services, rescue services, emergency medical services, hazardous material emergency response, and ambulance services necessitated by development and planned development within the unincorporated territory of the District.

The Rate and Method of Apportionment (RMA) adopted in connection with the formation of CFD No. 1 provides for an Annual Escalation Factor equal to the percentage change in the Consumer Price Index for All Urban Consumers (CPI-U), as published by the U.S. Department of Labor, Bureau of Labor Statistics, reflected in the then-current April update. In the event the percentage change in the CPI-U is negative, the Annual Escalation Factor is zero percent (0%), providing a floor against rate reductions.

DISCUSSION

Part A — Voter-Approved Special Taxes and Assessments (PTAX Resolution)

The PTAX Resolution orders the continued levy and collection of voter-approved special taxes and the fire suppression assessment for Fiscal Year 2026–27. The rates for each predecessor district and annexation area are unchanged from prior years and do not exceed the maximum amounts approved by the voters. The following tables set forth the rates to be collected:

1. Pleasant Valley Fire Protection District

Property Type	FY 2026-27 Rate
All Parcels	\$42.00 per parcel

2. Pollock Pines-Camino Fire Protection District

Property Type	FY 2026-27 Rate
Single Family Real Property	\$30.00 per parcel
Multiple Family Real Property	\$60.00 per parcel
Commercial Real Property	\$60.00 per parcel
Industrial Real Property	\$60.00 per parcel
Mobile Home Park Real Property	\$60.00 per parcel

3. Strawberry Area — Fire Suppression Assessment (LAFCO Annexation 90-01)

Property Type	FY 2026-27 Rate
Single Family Real Property	\$30.00 per parcel
Multiple Family Real Property	\$60.00 per parcel
Commercial Real Property	\$60.00 per parcel

4. Coloma-Lotus Fire Protection District

Property Type	FY 2026-27 Rate
All Parcels (except as noted below)	\$60.00 per parcel
Mobile Home Park Real Property	\$0 per dwelling unit pad

5. Northside Fire Protection District

Property Type	FY 2026-27 Rate
All Parcels	\$30.00 per parcel

The PTAX Resolution also authorizes the exclusion of certain parcels that are unbuildable or otherwise subject to exclusion from the above special taxes, consistent with prior year practice.

Part B — Community Facilities District No. 1 — FY 2026-27 Levy with 3.80% CPI Escalation

The CFD Resolution orders the levy of special taxes for Fiscal Year 2026–27 within CFD No. 1 (Unincorporated Area), incorporating the Annual Escalation Factor as required by the Rate and Method of Apportionment. The CPI-U for the twelve-month period ending April 2026 increased by 3.80%, establishing the Annual Escalation Factor for FY 2026–27 at 3.80%.

The following table sets forth the current (FY 2025-26) and proposed (FY 2026-27) maximum special tax rates:

Property Description	FY 2025-26 Rate	FY 2026-27 Rate (+3.80%)
Single Family Residential	\$675.00 per Unit	\$700.65 per Unit
Multi-Family Residential	\$540.00 per Unit	\$560.02 per Unit

Accessory Dwelling Unit	\$540.00 per Unit	\$560.02 per Unit
Non-Residential	\$0.27 per Sq. Ft.	\$0.28 per Sq. Ft.
Low Hazard Non-Residential	\$0.14 per Sq. Ft.	\$0.15 per Sq. Ft.
High Hazard Non-Residential	\$0.54 per Sq. Ft.	\$0.56 per Sq. Ft.
Tax-Exempt Property	\$0	\$0

The proposed FY 2026-27 rates do not exceed the maximum special tax rates established in the CFD Ordinance, as adjusted by the Annual Escalation Factor. Following adoption of the CFD Resolution, the CFD Levy Administrator is authorized to make any necessary corrections to parcel listings or categorizations prior to submission of the tax rolls to the El Dorado County Auditor, provided no such correction results in an increase in the special tax applicable to any category of parcels.

The special taxes shall be collected in the same manner as ordinary ad valorem taxes, subject to the same penalties and delinquency procedures, and all collections shall be used only for the purposes specified in the Act and the Resolution of Formation (Resolution No. 2024-11). The CFD Administrator is directed to transmit a certified copy of the CFD Resolution to the El Dorado County Auditor together with all supporting documentation required to place the special taxes on the secured property tax roll for FY 2026–27.

FISCAL IMPACT

The PTAX Resolution maintains the existing voter-approved special tax and assessment rates for all five predecessor district areas. These rates are unchanged from prior fiscal years and represent ongoing operating revenues to the District. No increase in rates is proposed under the PTAX Resolution.

The CFD Resolution incorporates a 3.80% rate increase consistent with the CPI-U Annual Escalation Factor. This increase was established by the Rate and Method of Apportionment adopted at the time of CFD formation and does not require additional voter approval. The 3.80% escalation generates additional annual revenue from CFD No. 1 proportional to the assessed levy base, supporting the District’s cost to provide fire protection and emergency services to the developing unincorporated areas within the CFD.

Both resolutions are required to be adopted and transmitted to the El Dorado County Auditor-Controller prior to the annual tax roll deadline to ensure collection of these revenues during Fiscal Year 2026–27. Failure to adopt the resolutions by the deadline would result in a loss of this revenue for the fiscal year.

LEGAL AND POLICY COMPLIANCE

- PTAX Resolution: The voter-approved special taxes were approved by the requisite voter supermajority in each predecessor district and are collected pursuant to the California Constitution and applicable law. The rates to be collected do not exceed the maximum voter-approved amounts. The fire suppression assessment for the Strawberry Area was authorized pursuant to the annexation and recorded with the El Dorado County Recorder.
- CFD Resolution: The special taxes are levied pursuant to the Mello-Roos Community Facilities Act of 1982 (Government Code Section 53311 et seq.), the Resolution of Formation (Resolution No. 2024-11), and the CFD Ordinance. The Annual Escalation Factor of 3.80% is applied in accordance with the Rate and Method of Apportionment and does not require additional voter authorization.
- Both resolutions authorize the exclusion of parcels that are unbuildable or otherwise exempt, consistent with applicable law and prior Board practice.

- Both resolutions direct the CFD Administrator and the Secretary of the Board to transmit certified copies to the El Dorado County Auditor-Controller to effectuate placement of the levies on the FY 2026-27 secured property tax roll.
- District Counsel has reviewed and approved both resolutions as to form.

ENVIRONMENTAL REVIEW

The adoption of these resolutions is not a “project” within the meaning of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378, as the actions involve the continuation of existing tax levies and an administrative rate adjustment pursuant to an existing voter-approved escalation mechanism, and will not result in a direct or indirect physical change to the environment. No further environmental review is required.

CONCLUSION

The adoption of both levy resolutions is a required annual action necessary to maintain the District’s voter-approved special tax revenues and CFD No. 1 special tax revenues for Fiscal Year 2026–27. The PTAX Resolution maintains established rates without change. The CFD Resolution incorporates the 3.80% CPI-U Annual Escalation Factor as required by the Rate and Method of Apportionment, consistent with the terms under which CFD No. 1 was formed and authorized by voters.

Staff recommends the Board adopt both resolutions as presented and authorize the appropriate officers to transmit the certified resolutions to the El Dorado County Auditor-Controller for placement on the FY 2026–27 secured property tax roll.

Respectfully submitted,

Brad Gates, Fire Chief

El Dorado County Fire Protection District

ATTACHMENTS:

- A. Resolution No. 2026-10 — Ordering the Levy and Collection of Voter-Approved Special Taxes and Assessments for Fiscal Year 2026–27 (PTAX Resolution)
- B. Resolution No. 2026-11 — Ordering the Levy of Special Taxes for Fiscal Year 2026–27 within Community Facilities District No. 1 (Unincorporated Area) (CFD Resolution)
- C. Resolution No. 2024-12 — Ordering the Levy of Special Taxes for Fiscal Year 2026-27 within Community Facilities District No. 2006-01 (CFD Resolution)

RESOLUTION NO. 2026-10

A RESOLUTION OF THE BOARD OF THE EL DORADO COUNTY FIRE PROTECTION DISTRICT, COUNTY OF EL DORADO, STATE OF CALIFORNIA, ORDERING THE LEVY AND COLLECTION OF ASSESSNEBT AND VOTER APPROVED SPECIAL TAXES FOR FISCAL YEAR 2026-27

WHEREAS, the reorganization of the Pleasant Valley Fire Protection District, the Pollock Pines-Camino Fire Protection District and the Shingle Springs Fire Protection District of March 1, 1991, provided for the continued collection of a voter approved special taxes for fire protection purposes;

WHEREAS, the voters of Pleasant Valley Fire Protection District, Pollock Pines-Camino Fire Protection District and Shingle Springs Fire Protection District approved the collection of a special tax for fire protection purposes within those Districts;

WHEREAS, it is the intent of the Board of Directors of the El Dorado County Fire Protection District to authorize the continued collection of the above special taxes within the prior boundaries of the Pleasant Valley Fire Protection District and the Pollock Pines-Camino Fire Protection District;

WHEREAS, the El Dorado County Fire Protection District annexed approximately 8,000 acres within the Strawberry Area (LAFCO Annexation 90-01) which was recorded with the El Dorado County Recorder's Office on August 14, 1992; authorizing collection of a fire suppression assessment for fire protection purposes.

WHEREAS, it is the intent of the Board of Directors of the El Dorado County Fire Protection District to authorize the continued collection of the special assessment within the boundaries of the Strawberry Area;

WHEREAS, on June 23, 1981, voters of the Coloma-Lotus Fire Protection District approved collection of a special tax for fire protection purposes;

WHEREAS, on March 25, 1993, the Coloma-Lotus Fire Protection District annexed into and reorganized with the El Dorado County Fire Protection District and the condition of the reorganization provided that all property tax revenue of the Coloma- Lotus Fire Protection District shall be transferred to the El Dorado County Fire Protection District;

WHEREAS, it is the intent of the Board of Directors of the El Dorado County Fire Protection District to authorize the continued collection of the special tax within the boundaries of the Coloma-Lotus Fire Protection District;

WHEREAS, on February 3, 1987, voters of the Northside Fire Protection District approved collection of a special tax for fire protection purposes;

WHEREAS, on November 22, 1993, the Northside Fire Protection District annexed into and reorganized with the El Dorado County Fire Protection District and the condition of the reorganization provided that all property tax revenue of the Northside Fire Protection District shall be transferred to the El Dorado County Fire Protection District;

WHEREAS, it is the intent of the Board of Directors of the El Dorado County Fire Protection District to authorize the continued collection of the special tax within the boundaries of the Northside Fire Protection District;

THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. The Special Taxes previously authorized by the voters within the boundaries of the Pleasant Valley Fire Protection District shall continue to be collected fiscal year 2026-27. The maximum amount that can be collected under the special taxes is \$42.00 per parcel. This Board hereby determines that the appropriate tax to be collected is \$42.00 per parcel and hereby directs that the amount of \$42.00 per parcel be collected within the previous boundaries of the Pleasant Valley Fire Protection District.

2. The Special Taxes approved within the boundaries of the Pollock Pines-Camino Fire Protection District shall continue to be collected for fiscal year 2026-27 in the following amount, as previously approved by a 2/3 vote of the voters within the boundaries of such District on a per parcel basis:

a.	Single Family Real Property	\$30.00
b.	Multiple Family Real Property	\$60.00
c.	Commercial Real Property	\$60.00
d.	Industrial Real Property	\$60.00
e.	Mobile Home Park Real Property	\$60.00

3. The Fire Suppression Assessment for the Strawberry Area levied by the annexation of the area by the El Dorado County Fire Protection District, shall continue to be collected for fiscal year 2026-27 in the following amount, on a per parcel basis:

a.	Single Family Real Property	\$30.00
b.	Multiple Family Real Property	\$60.00
c.	Commercial Real Property	\$60.00

4. The Special Tax approved within the boundaries of the Coloma-Lotus Fire Protection District shall continue to be collected for fiscal year 2026-27, as follows:

a.	Per parcel, exception as defined in	\$60.00
b.	Mobile Home Park Real Property	\$0 per dwelling unit pad

5. The Special Tax approved in February 1987, ballot measure "E", authorizing a collection of \$35.00 per parcel within the boundaries of the Northside Fire Protection District shall continue to be collected for fiscal year 2026-27, as follows:

a.	Per Parcel	\$30.00
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6. This Board hereby determines that there are certain parcels which are either unbuildable or are otherwise subject to exclusion to the above special taxes and this Board hereby authorizes the exclusion of the parcels.

PASSED, APPROVED, AND ADOPTED THIS DAY OF 18th Day of June 2026.

STATE OF CALIFORNIA
COUNTY OF EL DORADO ss.
EL DORADO COUNTY FIRE PROTECTION DISTRICT

I, _____, Secretary of the Board of the El Dorado County Fire Protection District, County of El Dorado, State of California do hereby certify that the foregoing Resolution No. 2026-10 was regularly adopted by the Board of Directors of said El Dorado County Fire Protection District at a regular meeting of said board held on the 18 day of June, 2026 by the following vote:

AYES: Board members: _____

NOES: Board members: _____

ABSENT: Board members: _____

ABSTAIN: Board members: _____

Chairman of the Board of Directors

Attest:

Secretary of the Board of Directors

RESOLUTION NO. 2026-11

A RESOLUTION OF THE BOARD OF THE EL DORADO COUNTY FIRE PROTECTION DISTRICT, COUNTY OF EL DORADO, STATE OF CALIFORNIA, ORDERING THE LEVY OF SPECIAL TAXES FOR FISCAL YEAR 2026-27 WITHIN COMMUNITY FACILITIES DISTRICT NO. 1 (UNINCORPORATED AREA)

WHEREAS, the El Dorado County Fire Protection District (“District”), previously established the El Dorado County Fire Protection District Community Facilities District No. 1 (“Unincorporated Area”) pursuant to the terms and provisions of the Mello-Roos Community Facilities Act of 1982, as amended, commencing with Government Code Section 53311 (the "Act"); and

WHEREAS, the Board, acting as the legislative body of CFD No. 1, is authorized pursuant to Resolution No. 2024-11 (the "Resolution of Formation") and Ordinance adopted by the District (the "Ordinance") to levy a special tax sufficient to fund fire protection services, rescue services, emergency medical services, hazardous material emergency response services, ambulance services and any other services relating to the protection of lives and property necessitated by development or planned development (as defined in the Resolution of Formation); and

WHEREAS, it is now necessary and appropriate that this Board order the levy and collection of the special taxes for the Fiscal Year 2026-27 for the purpose specified in the Resolution of Formation and the Ordinance, by the adoption of a resolution as specified by the Act and the Ordinance; and

WHEREAS, The special tax includes an annual escalation factor is equal to the percentage increase during the preceding year as determined by the Consumer Price Index for All Urban Consumers (CPI), as published by the U.S. Department of Labor, Bureau of Labor Statistics, as reflected in the then current April update, or if this index ceases publication, an equivalent index. In the event that the percentage change in the CPI is negative, the Annual Escalation Factor shall be 0%.

WHEREAS, since the percentage change in the CPI-U for the preceding twelve months ending in April 2026 was 3.80%, therefore the Annual Escalation Factor is 3.80% and the maximum authorized special tax rates for Fiscal Year 2026-27 have been increased as follows:

Description	2025-26 Maximum rate	2026-27 Maximum Rate
Single Family Residential	\$675 per Unit	\$700.65 per Unit
Multi-Family Residential	\$540 per Unit	\$560.02 per Unit
Accessory Dwelling Unit	\$540 per Unit	\$560.02 per Unit
Non-Residential	\$0.27 per Square Foot	\$0.28 per Square Foot
Low Hazard Non-Residential	\$0.14 per Square Foot	\$0.15 per Square Foot
High Hazard Non-Residential	\$0.54 per Square Foot	\$0.56 per Square Foot
Tax-Exempt Property	\$0	\$0

NOW, THEREFORE, BE IT RESOLVED:

Section 1. The foregoing recitals are true and correct.

Section 2. The special tax is imposed without regard to property valuation and is levied in compliance with the Act and the Ordinance.

Section 3. In accordance with the Act and the Ordinance, there is hereby levied upon the parcels of real property within the CFD No. 1, which are not otherwise exempt from taxation under the Act or the Ordinance special taxes for the Fiscal Year 2026-27 at the following special tax rates:

Description	2026-27 Maximum Rate
Single Family Residential	\$700.65 per Unit
Multi-Family Residential	\$560.02 per Unit
Accessory Dwelling Unit	\$560.02 per Unit
Non-Residential	\$0.28 per Square Foot
Low Hazard Non-Residential	\$0.15 per Square Foot
High Hazard Non-Residential	\$0.56 per Square Foot
Tax-Exempt Property	\$0

The special tax rates do not exceed the maximum special tax rate set forth in the Ordinance. After adoption of this Resolution, the CFD Levy Administrator, may make any necessary modifications to these special taxes to correct any errors, omissions or inconsistencies in the listing or categorization of parcels to be taxed or in the amount to be charged to any category of parcels; provided, however, that any such modifications shall not result in an increase in the special tax applicable to any category of parcels and is made prior to the submission of the tax rolls to the El Dorado County Auditor.

Section 4. All of the collections of the special tax shall be used only as provided for in the Act and the Resolution of Formation. The special tax shall be levied only so long as needed to accomplish the purposes described in the Resolution of Formation.

Section 5. The special tax shall be collected in the same manner as ordinary ad valorem taxes are collected and shall be subject to the same penalties and the same procedure and sale in cases of delinquency as provided for ad valorem taxes except as such procedure may be modified by law and by this Council.

Section 6. The CFD Administrator is hereby authorized and directed to transmit a certified copy of this Resolution to the El Dorado County Auditor, together with other supporting documentation as may be required to place said special taxes on the secured property tax roll for the Fiscal Year 2026-27, and to perform all other acts which are required by the Act, the Ordinance, or by law in order to accomplish the purpose of this Resolution.

Section 7. This Resolution shall take effect immediately upon adoption.

PASSED, APPROVED, AND ADOPTED THIS DAY OF JUNE 18TH, 2026.

STATE OF CALIFORNIA
COUNTY OF EL DORADO ss.
EL DORADO COUNTY FIRE PROTECTION DISTRICT

I, _____, Secretary of the Board of the El Dorado County Fire Protection District, County of El Dorado, State of California do hereby certify that the foregoing Resolution No. 2026-11 was regularly adopted by the Board of Directors of said El Dorado County Fire Protection District at a regular meeting of said board held on the 18th day of June, 2026 by the following vote:

AYES: Board members: _____

NOES: Board members: _____

ABSENT: Board members: _____

ABSTAIN: Board members: _____

Chairman of the Board of Directors

Attest:

Secretary of the Board of Directors

RESOLUTION NO. 2026-12

A RESOLUTION OF THE BOARD OF THE EL DORADO COUNTY FIRE PROTECTION DISTRICT, COUNTY OF EL DORADO, STATE OF CALIFORNIA, ORDERING THE LEVY OF SPECIAL TAXES FOR FISCAL YEAR 2026-27 WITHIN COMMUNITY FACILITIES DISTRICT NO. 2006-01

WHEREAS, the Diamond Springs/El Dorado Fire Protection District (“District”), previously established the Diamond Springs/El Dorado Fire Protection District Community Facilities District No. 2006-01 (“CFD 2006-01”) pursuant to the terms and provisions of the Mello-Roos Community Facilities Act of 1982, as amended, commencing with Government Code Section 53311 (the "Act"); and

WHEREAS, the Board, acting as the legislative body of CFD 2006-01, is authorized pursuant to Resolution (the "Resolution of Formation") and Ordinance NO. 2006-01 adopted by the District (the "Ordinance") to levy a special tax sufficient to fund fire suppression services, emergency medical services, and fire prevention activities (as defined in the Resolution of Formation); and

WHEREAS, it is now necessary and appropriate that this Board order the levy and collection of the special taxes for the Fiscal Year 2026-27 for the purpose specified in the Resolution of Formation and the Ordinance, by the adoption of a resolution as specified by the Act and the Ordinance; and

WHEREAS, The special tax includes an annual escalation factor is equal to the percentage increase during the preceding year in the Consumer Price Index for All Urban Consumers in the San Francisco-Oakland-San Jose, CA area (CPI-U), as published by the U.S. Department of Labor, Bureau of Labor Statistics for the twelve months ending in April, as published in April of the preceding year, or 3%, whichever is greater; and

WHEREAS, since the percentage change in the CPI-U for the preceding twelve months ending in April 2026 was 3.80%, therefore the Annual Escalation Factor is 3.80% and the maximum authorized special tax rates for Fiscal Year 2026-27 have been increased as follows:

Description	2025-26 Maximum rate	2026-27 Maximum Rate
Single Family Res	\$743.54 / lot	\$771.80 / lot
Multi Family Res	\$596.02 / unit	\$618.67 / unit
Non-Residential	\$0.18 / bldg. sq. ft.	\$0.184 / bldg. sq. ft.
Entitled SFR	\$23.52 / lot	\$24.41 / lot
Entitled MFR	\$23.52 / lot	\$24.41 / lot

NOW, THEREFORE, BE IT RESOLVED:

Section 1. The foregoing recitals are true and correct.

Section 2. The special tax is imposed without regard to property valuation and is levied in compliance with the Act and the Ordinance.

Section 3. In accordance with the Act and the Ordinance, there is hereby levied upon the parcels of real property within the CFD 2006-01, which are not otherwise exempt from taxation under the Act or the Ordinance special taxes for the Fiscal Year 2026-27 at the following special tax rates:

Description	2026-27 Maximum Rate
Single Family Res	\$771.80 / lot
Multi Family Res	\$618.67 / unit
Non-Residential	\$0.184 / bldg. sq. ft.
Entitled SFR	\$24.41 / lot
Entitled MFR	\$24.41 / lot

The special tax rates do not exceed the maximum special tax rate set forth in the Ordinance. After adoption of this Resolution, the CFD Levy Administrator, may make any necessary modifications to these special taxes to correct any errors, omissions or inconsistencies in the listing or categorization of parcels to be taxed or in the amount to be charged to any category of parcels; provided, however, that any such modifications shall not result in an increase in the special tax applicable to any category of parcels and is made prior to the submission of the tax rolls to the El Dorado County Auditor.

Section 4. All of the collections of the special tax shall be used only as provided for in the Act and the Resolution of Formation. The special tax shall be levied only so long as needed to accomplish the purposes described in the Resolution of Formation.

Section 5. The special tax shall be collected in the same manner as ordinary ad valorem taxes are collected and shall be subject to the same penalties and the same procedure and sale in cases of delinquency as provided for ad valorem taxes except as such procedure may be modified by law and by this Council.

Section 6. The CFD Administrator is hereby authorized and directed to transmit a certified copy of this Resolution to the El Dorado County Auditor, together with other supporting documentation as may be required to place said special taxes on the secured property tax roll for the Fiscal Year 2026-27, and to perform all other acts which are required by the Act, the Ordinance, or by law in order to accomplish the purpose of this Resolution.

Section 7. This Resolution shall take effect immediately upon adoption.

PASSED, APPROVED, AND ADOPTED THIS DAY OF JUNE 18TH, 2026.

STATE OF CALIFORNIA
COUNTY OF EL DORADO ss.
EL DORADO COUNTY FIRE PROTECTION DISTRICT

I, _____, Secretary of the Board of the El Dorado County Fire Protection District, County of El Dorado, State of California do hereby certify that the foregoing Resolution No. 2026-12 was regularly adopted by the Board of Directors of said El Dorado County Fire Protection District at a regular meeting of said board held on the 18 day of June, 2026 by the following vote:

AYES: Board members: _____

NOES: Board members: _____

ABSENT: Board members: _____

ABSTAIN: Board members: _____

Chairman of the Board of Directors

Attest:

Secretary of the Board of Directors



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

501 Pleasant Valley Road • Diamond Springs, CA 95619 • (530) 644-9630

STAFF REPORT

DATE:	June 19, 2026
TO:	Board of Directors, El Dorado County Fire Protection District
FROM:	Brad Gates, Fire Chief
THROUGH:	Deputy Chief Anderson, Deputy Chief of Administration
SUBJECT:	Adoption of CERBT Delegation of Authority Resolution; Approval of CERBT Valuation Packet Submission; and Authorization of Designated Signatories for OPEB Trust Disbursements

RECOMMENDATION

Staff recommends that the Board of Directors:

- Adopt the California Employers' Retiree Benefit Trust (CERBT) Delegation of Authority Resolution designating the Fire Chief and Deputy Chief of Administration as authorized signatories to request disbursements from the District's CERBT Other Post-Employment Benefits (OPEB) prefunding account on behalf of the El Dorado County Fire Protection District;
- Authorize the Board Chair to execute the CERBT Delegation of Authority Resolution (CERBT-02) and transmit the executed document to CalPERS; and
- Authorize the Fire Chief and Deputy Chief of Administration to complete, execute, and submit the CERBT Valuation Packet to CalPERS, including the Certification of Funding Policy, Summary of Actuarial Information, and Certification of Actuarial Information, in accordance with CalPERS OPEB reporting requirements.

BACKGROUND

California Employers' Retiree Benefit Trust (CERBT)

The California Employers' Retiree Benefit Trust (CERBT) is an Internal Revenue Code Section 115, multiple-employer Other Post-Employment Benefits (OPEB) trust fund administered by the California Public Employees' Retirement System (CalPERS). The CERBT allows public agencies to prefund retiree benefit obligations — including post-retirement health, dental, and vision benefits — on a tax-advantaged basis, reducing long-term costs and improving the agency's GASB financial reporting position.

The El Dorado County Fire Protection District participates in the CERBT as part of its strategy to prefund OPEB liabilities associated with post-retirement health benefits for District employees and eligible retirees. Participation in the CERBT provides the District with investment growth on prefunded assets, reduces its Net

OPEB Liability reported under GASB Statement No. 75, and supports the District's long-term fiscal sustainability.

CERBT Program History — Origin Under Diamond Springs/EI Dorado Fire Protection District

The District's CERBT OPEB prefunding account was originally established and funded by the Diamond Springs/EI Dorado Fire Protection District (DSP). DSP enrolled in the CERBT program and made contributions on behalf of its employees and retirees to prefund post-employment benefit obligations in accordance with applicable GASB and CalPERS requirements.

Upon completion of the annexation of DSP into the EI Dorado County Fire Protection District (ECF), all assets of DSP — including the CERBT OPEB prefunding account balance and associated trust assets — transferred to and became assets of the reorganized EI Dorado County Fire Protection District by operation of the Joint Resolution adopted November 21, 2024, and consistent with the terms of the Cortese-Knox-Hertzberg Government Reorganization Act. ECF is now the successor employer and plan sponsor for all OPEB obligations originally established under DSP, and the District's CERBT account reflects the combined OPEB prefunding history of both predecessor agencies.

This staff report and the accompanying CERBT administrative actions are necessary to bring the District's CERBT program into full compliance under ECF's governance structure, update the authorized signatories on file with CalPERS to reflect current ECF leadership, and fulfill the District's ongoing obligations as the successor CERBT plan sponsor.

DSP Annexation and OPEB Succession

In November 2024, the Boards of Directors of the Diamond Springs/EI Dorado Fire Protection District (DSP) and the EI Dorado County Fire Protection District (ECF) jointly adopted Resolution Nos. 2024-05 and 2024-10, requesting that EI Dorado County LAFCO initiate proceedings for the annexation of DSP into ECF. Those resolutions provide that all assets and liabilities of DSP including OPEB obligations shall transfer to and become obligations of the reorganized District upon completion of the annexation. ECF Resolution No. 2024-09 was adopted concurrently to maintain status quo health benefits for all current and retired DSP employees and their eligible survivors.

As a result of this reorganization and the ongoing administration of the District's OPEB program, it is necessary to update the CERBT Delegation of Authority to reflect current District leadership and to ensure the designated signatories are authorized to request disbursements from the CERBT OPEB prefunding account as needed.

CERBT Valuation Packet Requirement

CalPERS requires all CERBT-participating employers to submit a renewal OPEB Valuation or AMM (Alternative Measurement Method) Report at least every two years, accompanied by a completed CERBT Valuation Packet. The Valuation Packet consists of three components: the Certification of Funding Policy, the Summary of Actuarial Information, and the Certification of Actuarial Information. This information is required for CalPERS to accurately administer and report on the CERBT Fund in compliance with GASB Statement No. 74 (Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans).

DISCUSSION

Delegation of Authority — CERBT-02 Resolution

The CERBT Delegation of Authority Resolution (Form CERBT-02) is a CalPERS-required resolution by which the District's governing body formally designates the positions authorized to request disbursements from the District's CERBT OPEB prefunding account and to certify the purpose for which disbursed funds will be used.

This delegation is a standing administrative requirement; without an executed and current delegation on file with CalPERS, the District cannot access its CERBT funds when needed.

Staff recommends designating the Fire Chief and the Deputy Chief of Administration as the authorized positions. This dual-signatory structure provides operational flexibility while maintaining appropriate internal oversight. Either designee will be authorized to request disbursements independently, consistent with the CERBT form's "and/or" authorization structure.

The completed CERBT-02 Resolution will designate:

- Governing Body: Board of Directors, El Dorado County Fire Protection District
- Employer Name: El Dorado County Fire Protection District
- Authorized Positions: Fire Chief and Deputy Chief of Administration
- Executed by: Board Chair, on behalf of the Board of Directors

CERBT Valuation Packet — Funding Policy and Actuarial Certification

The CERBT Valuation Packet requires the District to certify its OPEB funding policy including: (1) the selected CERBT asset allocation strategy (Strategy 1, 2, or 3); (2) the method by which the District intends to contribute to and seek reimbursements from the trust; and (3) acknowledgment of the biennial valuation requirement and GASB reporting obligations.

The Summary of Actuarial Information and Certification of Actuarial Information sections will be completed in coordination with the District's consulting actuary based on the most recent OPEB valuation or AMM report. These sections document key actuarial data including the Total OPEB Liability, Fiduciary Net Position, Net OPEB Liability, active and inactive plan member counts, and projected benefit payment data.

Staff will coordinate with the District's actuary to complete the Valuation Packet and submit the final package to CalPERS at CERBT4U@calpers.ca.gov upon Board authorization.

CERBT Asset Allocation Strategies

The following investment strategies are available under the CERBT program for Board consideration:

Strategy	Long-Term Expected Return	Expected Compound Return (1–5 Yr)	Expected Volatility (Std Dev)
Strategy 1	6.4%	6.1%	11.5%
Strategy 2	6.1%	5.9%	9.5%
Strategy 3	5.8%	5.7%	8.1%

Staff recommends the Board confirm or select the preferred asset allocation strategy in conjunction with the District's actuary and Deputy Chief of Administration based on the District's OPEB funding objectives, risk tolerance, and investment horizon. The CERBT is intended as a long-term investment vehicle and Strategy 1 offers the highest long-term expected return, while Strategy 3 provides the lowest volatility.

FISCAL IMPACT

Adoption of the CERBT Delegation of Authority Resolution and submission of the CERBT Valuation Packet create no new financial obligations. These are administrative actions required to maintain the District's active participation in the CERBT program and ensure the District's ability to request disbursements from its existing OPEB prefunding account.

Future CERBT contributions and disbursement requests will be subject to separate Board authorization and will be reflected in the District's annual budget. OPEB contribution amounts are determined by the District's OPEB actuarial valuation and adopted funding policy. The District's Deputy Chief of Administration will present the actuarially determined contribution (ADC) and recommended funding strategy to the Board as part of the annual budget process.

Note: As a result of the DSP annexation, the District's OPEB liabilities will increase to reflect the transfer of DSP's OPEB obligations to ECF. The District's actuary will incorporate DSP participant data into the next renewal OPEB valuation. Staff recommends the Board direct the Deputy Chief of Administration to coordinate with the District's actuary to initiate an updated OPEB valuation reflecting the combined post-annexation workforce as soon as practicable.

POLICY AND LEGAL COMPLIANCE

- The CERBT is established under Internal Revenue Code Section 115 and administered by CalPERS pursuant to California Government Code Section 22940 et seq.
- OPEB financial reporting is governed by GASB Statements No. 74 and 75, which require the District to maintain an actuarial valuation on at least a biennial basis and report OPEB liabilities in accordance with applicable accounting standards.
- The CERBT Delegation of Authority (CERBT-02) is a CalPERS-required administrative resolution; it does not constitute a new agreement or financial commitment and is within the Board's administrative authority.
- The DSP annexation terms, including transfer of OPEB assets and liabilities to ECF, are governed by the Joint Resolution adopted November 21, 2024 (DSP Resolution No. 2024-05 / ECF Resolution No. 2024-10) and applicable provisions of the Cortese-Knox-Hertzberg Government Reorganization Act.
- All CERBT disbursements must be certified by a designated authorized signatory as to the purpose for which funds will be used, consistent with applicable OPEB trust requirements.

CONCLUSION

Adopting the CERBT Delegation of Authority Resolution and authorizing submission of the CERBT Valuation Packet are necessary administrative steps to maintain the District's active participation in its OPEB prefunding program, ensure the authorized personnel are properly designated to access trust funds, and fulfill the District's biennial reporting obligations to CalPERS.

These actions are particularly timely given the District's pending annexation of DSP and the resulting transfer of OPEB obligations to ECF. Ensuring a current Delegation of Authority is on file with CalPERS and that the Valuation Packet reflects up-to-date actuarial and funding information positions the District to manage its combined OPEB program effectively and in compliance with GASB reporting requirements.

Staff recommends Board approval of all actions described in this report.

Brad Gates, Fire Chief
El Dorado County Fire Protection District
Date: _____

**[Deputy Chief of Administration Name],
Deputy Chief of Administration**
El Dorado County Fire Protection District
Date: _____

ATTACHMENTS:

Att.	Document	Description
A	CERBT-02 — Delegation of Authority	CalPERS form for Board adoption designating Fire Chief and Deputy Chief of Administration as authorized signatories for CERBT OPEB disbursements (Revised 8/2023)
B	CERBT Valuation Packet	CalPERS renewal OPEB valuation submission packet including Certification of Funding Policy, Summary of Actuarial Information, and Certification of Actuarial Information (Rev. 6/24/2024)
C	Joint Resolution No. 2024-05 / 2024-10	Joint Resolution of the Boards of Directors of DSP and ECF requesting LAFCO initiate annexation proceedings — adopted November 21, 2024; establishes transfer of OPEB assets and liabilities to the reorganized District



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

501 Pleasant Valley Road • Diamond Springs, CA 95619 • (530) 644-9630

RESOLUTION NO. 2026-13

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY FIRE PROTECTION DISTRICT ADOPTING THE CERBT DELEGATION OF AUTHORITY; DESIGNATING AUTHORIZED SIGNATORIES FOR OPEB TRUST DISBURSEMENTS; AUTHORIZING SUBMISSION OF THE CERBT VALUATION PACKET; AND CONFIRMING CERBT STRATEGY SELECTION

WHEREAS, the El Dorado County Fire Protection District (the “District”) is an independent special district formed and operating pursuant to the California Fire Protection District Law of 1987 (Health and Safety Code section 13800 et seq.), governed by a locally elected Board of Directors; and

WHEREAS, the California Employers’ Retiree Benefit Trust (CERBT) is an Internal Revenue Code Section 115, multiple-employer Other Post-Employment Benefits (OPEB) trust fund administered by the California Public Employees’ Retirement System (CalPERS) pursuant to California Government Code Section 22940 et seq., which allows public agencies to prefund retiree benefit obligations — including post-retirement health, dental, and vision benefits — on a tax-advantaged basis; and

WHEREAS, the District’s CERBT OPEB prefunding account was originally established and funded by the Diamond Springs/El Dorado Fire Protection District (DSP) and transferred to the District as a successor asset upon completion of the annexation of DSP into the El Dorado County Fire Protection District pursuant to Joint Resolution Nos. 2024-05 and 2024-10, adopted November 21, 2024, and consistent with the terms of the Cortese-Knox-Hertzberg Government Reorganization Act; and

WHEREAS, ECF Resolution No. 2024-09 was adopted concurrently with the annexation to maintain status quo health benefits for all current and retired DSP employees and their eligible survivors who joined the reorganized District, and the District is now the successor employer and plan sponsor for all OPEB obligations originally established under DSP; and

WHEREAS, the CERBT Delegation of Authority (Form CERBT-02) is a CalPERS-required resolution by which the District’s governing body formally designates the positions authorized to request disbursements from the District’s CERBT OPEB prefunding account and to certify the purpose for which disbursed funds will be used; and

WHEREAS, without a current and executed Delegation of Authority on file with CalPERS, the District cannot access its CERBT funds when needed, and it is therefore necessary to update the authorized signatories to reflect current District leadership following the annexation; and

WHEREAS, CalPERS requires all CERBT-participating employers to submit a renewal OPEB Valuation or Alternative Measurement Method (AMM) Report at least every two years, accompanied by a completed CERBT Valuation Packet consisting of the Certification of Funding Policy, the Summary of Actuarial Information, and the Certification of Actuarial Information, in compliance with GASB Statement No. 74; and

WHEREAS, the Board of Directors has reviewed the staff report of the Fire Chief dated June 19, 2026, and finds the adoption of the CERBT Delegation of Authority, designation of authorized signatories, and authorization to submit the CERBT Valuation Packet to be necessary administrative actions to bring the District's CERBT program into full compliance under ECF's governance structure; and

WHEREAS, adoption of this Resolution is not a "project" within the meaning of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378, as it involves administrative and organizational governance actions that will not result in a direct or indirect physical change to the environment.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the El Dorado County Fire Protection District does hereby find, determine, declare, resolve, and order as follows:

SECTION 1. Findings. The Board of Directors finds and declares that the foregoing recitals are true and correct and are incorporated herein by this reference as though set forth in full.

SECTION 2. Adoption of CERBT Delegation of Authority — Form CERBT-02. The Board of Directors hereby adopts the CERBT Delegation of Authority (Form CERBT-02) on behalf of the El Dorado County Fire Protection District, authorizing the following officers, or their successors in office, to request disbursements from the District's CERBT OPEB prefunding account and to certify the purpose for which disbursed funds will be used:

Primary Authorized Signatory:

Brad Gates, Fire Chief
El Dorado County Fire Protection District

Secondary Authorized Signatory:

Ben Anderson, Deputy Chief of Administration
El Dorado County Fire Protection District

Either authorized signatory may independently execute and submit disbursement requests and related certifications to CalPERS on behalf of the District, consistent with the "and/or" authorization structure of Form CERBT-02 and the District's adopted CERBT Disbursement Policy.

SECTION 3. Authorization to Execute and Transmit CERBT-02. The Board Chair is hereby authorized and directed to execute the CERBT Delegation of Authority Resolution (Form CERBT-02) on behalf of the Board of Directors. The Fire Chief, or designee, is authorized and directed to transmit the executed CERBT-02 to CalPERS at CERBT4U@calpers.ca.gov promptly following Board adoption of this Resolution.

SECTION 4. Authorization to Submit CERBT Valuation Packet. The Board of Directors hereby authorizes the Fire Chief and the Deputy Chief of Administration to complete, execute, and submit the CERBT Valuation Packet to CalPERS, including the following required components:

- (a) Certification of Funding Policy (pages 2–3 of the Valuation Packet);
- (b) Summary of Actuarial Information (pages 4–5 of the Valuation Packet); and
- (c) Certification of Actuarial Information (page 6 of the Valuation Packet).

The Valuation Packet shall be completed in coordination with the District’s consulting actuary and submitted to CalPERS at CERBT4U@calpers.ca.gov along with the District’s final OPEB Valuation or AMM Report as required by GASB Statement No. 74.

SECTION 5. CERBT Asset Allocation Strategy. The Board of Directors hereby confirms the District’s CERBT asset allocation strategy selection as follows:

Strategy	Long-Term Expected Return	Expected Compound Return (1–5 Yr)	Expected Volatility (Std Dev)
Strategy 1	6.4%	6.1%	11.5%
Strategy 2	6.1%	5.9%	9.5%
Strategy 3	5.8%	5.7%	8.1%

The District’s CERBT account (Entity No. SKB7-5339108719) is currently invested under Strategy 2. The Board hereby confirms continuation of Strategy 2 unless the Board affirmatively elects a different strategy by separate action. [] The Board elects Strategy _____ effective upon submission of the updated Valuation Packet to CalPERS.

SECTION 6. Post-Annexation OPEB Valuation Direction. The Board of Directors directs the Deputy Chief of Administration to coordinate with the District’s consulting actuary to initiate an updated OPEB actuarial valuation reflecting the combined post-annexation workforce of the El Dorado County Fire Protection District, incorporating the transferred OPEB obligations of the former Diamond Springs/El Dorado Fire Protection District, as soon as practicable. The updated valuation shall be presented to the Board in conjunction with the next annual budget process.

SECTION 7. GASB and CalPERS Compliance. The Board of Directors acknowledges the District’s obligation to obtain a renewal OPEB Valuation or AMM Report at least every two years, to provide actuarial information to CalPERS as required under GASB Statement No. 74, and to make available to CalPERS on a timely basis any information requested to facilitate GASB OPEB reporting compliance. The Deputy Chief of Administration shall maintain the District’s CERBT account in good standing and shall provide the Board with annual updates on CERBT account performance and OPEB funding status.

SECTION 8. Supersession of Prior Authorizations. This Resolution supersedes any and all prior resolutions, designations, or authorizations of the District relating to CERBT signatory authority, to the extent inconsistent herewith. A certified copy of this Resolution shall be retained in the District’s official records and transmitted to CalPERS together with the executed Form CERBT-02.

SECTION 9. Effective Date. This Resolution shall take effect immediately upon its adoption by the Board of Directors.

PASSED, APPROVED, AND ADOPTED by the Board of Directors of the El Dorado County Fire Protection District at a regular meeting duly held on the 18th day of June, 2026, by the following vote:

AYES: Director(s): _____

NOES: Director(s): _____

ABSENT: Director(s): _____

ABSTAIN: Director(s): _____

Board Chair / President
Board of Directors
El Dorado County Fire Protection District
Date: _____

Clerk of the Board
El Dorado County Fire Protection District
Date: _____

CERTIFICATION

I, the undersigned, Clerk of the Board of Directors of the El Dorado County Fire Protection District, hereby certify that the foregoing is a true and correct copy of Resolution No. 2026-13, duly adopted by the Board of Directors at a regular meeting thereof held on June 18, 2026, and that said Resolution has not been amended, modified, or rescinded and is in full force and effect as of the date of this certification.

Clerk of the Board of Directors
El Dorado County Fire Protection District



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

501 Pleasant Valley Road • Diamond Springs, CA 95619 • (530) 644-9630

STAFF REPORT

DATE:	June 19, 2026
TO:	Board of Directors, El Dorado County Fire Protection District
FROM:	Brad Gates, Fire Chief
SUBJECT:	Adoption of CERBT Disbursement Policy Interest-Only Withdrawal Framework with Adjusted Three-Year Return Ratio; and Authorization to Offset Retiree Healthcare Pay-Go Costs from CERBT Investment Earnings

RECOMMENDATION

Staff recommends that the Board of Directors:

- Adopt the CERBT Disbursement Policy establishing an interest-only withdrawal framework for the District's California Employers' Retiree Benefit Trust (CERBT) account, with annual disbursements based on the most recent fiscal year's actual net investment earnings, not to exceed the Board-approved disbursement range of \$150,000 to \$190,000 per year, as described in this report;
- Authorize annual disbursements from the CERBT account within the Board-approved range of \$150,000 to \$190,000, based on the most recent fiscal year's actual net investment earnings, subject to annual Board confirmation prior to each disbursement, to be applied as a direct offset against the District's General Fund retiree healthcare pay-go expenditures; and
- Direct the Fire Chief to present the prior fiscal year's actual net CERBT investment earnings and the proposed disbursement amount within the Board-approved range to the Board annually prior to each fiscal year budget adoption, for Board confirmation and authorization of the disbursement request to CalPERS.

BACKGROUND

District CERBT Account Overview

The El Dorado County Fire Protection District maintains a California Employers' Retiree Benefit Trust (CERBT) account, Entity No. SKB7-5339108719, invested under CERBT Strategy 2. This account was originally established and funded by the Diamond Springs/El Dorado Fire Protection District (DSP) and transferred to El Dorado County Fire Protection District (ECF) as a successor asset upon completion of the annexation of DSP into ECF, effective pursuant to Joint Resolution Nos. 2024-05 and 2024-10.

The CERBT account has not received employer contributions for approximately eight 3 years. Despite the absence of new contributions, the account has continued to grow through investment returns under Strategy 2, which carries a long-term expected rate of return of 6.1% annually with an expected volatility (standard deviation) of 9.5%. As of the quarter ended March 31, 2026, the account balance is \$3,087,921.91.

Current Retiree Healthcare Pay-Go Obligation

The District currently funds retiree healthcare benefits on a pay-as-you-go (pay-go) basis from the General Fund operating budget. The current annual pay-go obligation is approximately \$800,000, representing approximately 2.67% of the District's \$30 million annual operating budget. This obligation is funded entirely from the General Fund and is projected to increase over time as the retiree healthcare cost increase, particularly following the annexation of DSP and the associated transfer of DSP retiree benefit obligations to ECF.

Investment Return History — Three-Year Period

The following table summarizes the CERBT account's investment earnings and balance activity over the most recent three-year period reflected in CalPERS quarterly statements. This data demonstrates the account's recent earnings performance and supports the Board's establishment of the \$150,000 to \$190,000 annual disbursement range.

Period	Beginning Balance	Investment Earnings (QTD)	Fees (QTD)	Net Earnings (QTD)	Ending Balance
Q1 FY2024 (03/31/24)	\$2,471,014.73	\$56,551.81	(\$520.69)	\$56,031.12	\$2,527,045.85
Q4 FY2024 (12/31/24)	\$2,617,290.36	(\$110,325.48)	(\$488.15)	(\$110,813.63)	\$2,710,602.81
Q1 FY2025 (03/31/25)	\$2,710,602.81	\$36,325.39	(\$475.25)	\$35,850.14	\$2,746,452.95
Q1 FY2026 (03/31/26)	\$3,076,746.26	\$11,718.10	(\$542.45)	\$11,175.65	\$3,087,921.91
Fiscal Year-to-Date (03/31/26)	\$2,893,072.86	\$196,453.11	(\$985.38)	\$195,467.73	\$3,087,921.91

Note: Q4 FY2024 reflects a negative return consistent with broader market volatility during that period. The Board-approved disbursement range of \$150,000–\$190,000 is grounded in the most recent fiscal year's actual net investment earnings of \$195,467.73 (fiscal year-to-date through 03/31/2026), which confirms this range is fully supported by realized gains without drawing on principal.

DISCUSSION

Rationale for Interest-Only Disbursement Policy

The District's CERBT account represents a critical long-term asset for managing retiree benefit obligations. With no contributions having been made for approximately three years, the account's continued growth depends entirely on investment returns. Drawing on the principal of this account to fund current pay-go costs would permanently reduce the asset base and accelerate the depletion of the trust ultimately resulting in the full \$800,000 annual obligation falling on the General Fund in perpetuity, with no trust assets remaining to offset future cost increases.

Staff recommends an interest-only disbursement policy as the fiscally responsible approach. Under this framework, only realized net investment earnings, not principal, are eligible for disbursement. This preserves the account's principal balance and its capacity to generate future earnings, while providing a meaningful, ongoing offset to the District's General Fund retiree healthcare pay-go obligation.

Board-Approved Disbursement Range — Based on Most Recent Actual Earnings

Rather than applying a fixed ratio or historical average, staff recommends that the Board establish a disbursement range of \$150,000 to \$190,000 per year, grounded in the account’s most recent actual net investment earnings. The most recent fiscal year-to-date net earnings through March 31, 2026 are \$195,467.73, confirming that annual disbursements within the \$150,000–\$190,000 range are fully supported by realized interest gains and do not require any drawdown of principal.

This approach reflects the current market performance of the CERBT Strategy 2 account rather than a theoretical or historical average. Using actual recent earnings as the basis for disbursement ensures the policy is grounded in what the trust has genuinely earned, is responsive to current market conditions, and provides the Board with direct visibility and control over the disbursement amount each year through the annual confirmation process.

The Board sets the range; the specific disbursement amount within the range is confirmed by the Board each year based on the Fire Chief’s presentation of actual prior-year net earnings. This structure preserves Board oversight while providing operational flexibility to reflect year-to-year fluctuations in investment performance. In any year where actual net earnings fall below \$150,000, no disbursement shall be made and the Board shall be so notified.

Annual Disbursement — FY2026–2027

The disbursement for FY2026–2027 is supported by the following earnings data:

Earnings Component	Value
CERBT Account Balance (03/31/2026)	\$3,087,921.91
Most Recent Fiscal YTD Net Earnings (through 03/31/2026)	\$195,467.73
Board-Approved Disbursement Range	\$150,000 – \$190,000
Actual Earnings Available Above Disbursement Range	\$195,467.73 – \$190,000 = \$5,467.73 retained
Earnings Retained in Trust at Maximum Disbursement	\$5,467.73 (principal fully preserved)
Recommended FY2026–2027 Disbursement (Board to Confirm)	\$150,000 – \$190,000

The FY2026–2027 disbursement is fully supported by the most recent actual net earnings of \$195,467.73. Even at the maximum disbursement of \$190,000, the account retains \$5,467.73 of earnings within the trust and the full principal balance of \$3,087,921.91 remains intact. The Board will confirm the specific disbursement amount within the approved range at its next regular meeting.

Application of Disbursement to Offset Retiree Healthcare Pay-Go Costs

Staff recommends that all CERBT disbursements authorized under this policy be applied exclusively as a direct offset against the District’s General Fund retiree healthcare pay-go expenditures. This is consistent with the permissible purposes for CERBT disbursements under California Government Code Section 22940 et seq. and CalPERS CERBT guidelines, which allow disbursements to reimburse the employer for eligible Other Post-Employment Benefits (OPEB) costs actually incurred and paid.

Under this framework, the District will continue to pay retiree healthcare obligations from the General Fund on a pay-go basis, and will thereafter submit a reimbursement request to CalPERS for the Board-confirmed

disbursement amount. The reimbursement will be credited to the General Fund, reducing the net General Fund cost of retiree healthcare from \$800,000 to between \$610,000 and \$650,000 in FY2026–2027 — a reduction of 18.75% to 23.75%.

Retiree Healthcare Cost Component	Minimum Disbursement (\$150K)	Maximum Disbursement (\$190K)
Gross Annual Retiree Healthcare Pay-Go Obligation	\$800,000	\$800,000
Less: CERBT Interest Disbursement (Board-Approved)	(\$150,000)	(\$190,000)
Net General Fund Retiree Healthcare Cost	\$650,000	\$610,000
General Fund Savings	\$150,000 (18.75%)	\$190,000 (23.75%)
Net Healthcare as % of \$30M Budget	2.17%	2.03%

PRINCIPAL PROTECTION AND LONG-TERM SUSTAINABILITY

The interest-only disbursement framework is designed to protect the trust principal from depletion while providing a substantial and growing annual offset to retiree healthcare costs. By limiting disbursements to actual realized net earnings and requiring Board confirmation each year, the policy ensures that no disbursement is made in excess of what the trust has actually earned, preserving the full principal balance.

The following projection illustrates the estimated account trajectory under the proposed policy, assuming the long-term expected return of 6.1% and annual disbursements at the midpoint of the Board-approved range (\$170,000):

Year	Beginning Balance	Est. Gross Earnings (6.1%)	Disbursement (\$170K mid)	Fees (est.)	Ending Balance
FY2027	\$3,087,922	\$188,363	(\$170,000)	(\$2,200)	\$3,104,085
FY2028	\$3,104,085	\$189,349	(\$170,000)	(\$2,200)	\$3,121,234
FY2029	\$3,121,234	\$190,395	(\$170,000)	(\$2,200)	\$3,139,429
FY2030	\$3,139,429	\$191,505	(\$170,000)	(\$2,200)	\$3,158,734
FY2031	\$3,158,734	\$192,683	(\$170,000)	(\$2,200)	\$3,179,217

Note: Projection uses 6.1% long-term gross return (CERBT Strategy 2) and midpoint disbursement of \$170,000 per year. Actual earnings will vary; the Board confirms the specific annual disbursement amount based on prior-year actual net earnings. Estimated annual fees of \$2,200.

Under this projection, the trust principal grows steadily from \$3,087,922 to approximately \$3,179,217 over five years while generating cumulative General Fund retiree healthcare offsets of approximately \$850,000 over the same period — nearly offsetting one full year of the current pay-go obligation. At the maximum disbursement of \$190,000 per year, cumulative five-year savings would reach approximately \$950,000.

DISBURSEMENT POLICY GUARDRAILS AND OVERSIGHT

The following guardrails are incorporated into the adopted disbursement policy to ensure the long-term fiscal integrity of the CERBT account:

- **Principal Protection:** No disbursement may be made that would reduce the account balance below the beginning-of-year principal balance. Disbursements are limited to net realized earnings only.
- **Negative Return / Below-Threshold Years:** In any fiscal year in which actual net investment earnings fall below \$150,000, no disbursement shall be made. The Board shall be notified of any such determination as part of the annual budget process.
- **Maximum Disbursement Cap:** Annual disbursements shall not exceed \$190,000, regardless of actual earnings. No disbursement may exceed the prior fiscal year's actual net earnings. No mid-year supplemental disbursements are authorized without a separate Board action.
- **Permitted Use Restriction:** All disbursements are restricted to reimbursement of the District's eligible OPEB pay-go expenditures actually incurred and paid in the same fiscal year, consistent with CERBT disbursement requirements and CalPERS guidelines.
- **Annual Board Confirmation:** The Fire Chief shall present the prior fiscal year's actual net CERBT investment earnings and the proposed disbursement amount within the Board-approved range to the Board annually, prior to adoption of the annual budget, for Board confirmation and authorization of the disbursement request to CalPERS.
- **CERBT Delegation of Authority:** All disbursement requests to CalPERS shall be executed by the authorized signatories designated in the current CERBT Delegation of Authority Resolution on file with CalPERS (Fire Chief).
- **Policy Review:** This disbursement policy shall be reviewed by the Board every two years, or sooner if material changes in the trust balance, return performance, or pay-go obligation warrant revision.

FISCAL IMPACT

Adoption of this disbursement policy and authorization of the initial disbursement within the Board-approved range of \$150,000 to \$190,000 is projected to reduce the net General Fund retiree healthcare cost from \$800,000 to between \$610,000 and \$650,000 in FY2026–2027 — a savings of \$150,000 to \$190,000, representing an 18.75% to 23.75% reduction. Over the five-year projection period at the \$170,000 midpoint, cumulative General Fund savings are estimated at approximately \$850,000 while trust principal continues to grow.

No General Fund expenditure is required to implement this policy. Administrative costs associated with CERBT disbursement requests are minimal and are managed within existing staff capacity. The Board-confirmed disbursement amount will be incorporated into the District's annual budget as a revenue offset line item against the retiree healthcare pay-go appropriation.

LEGAL AND POLICY COMPLIANCE

- CERBT disbursements are authorized under California Government Code Section 22940 et seq. for the purpose of reimbursing the employer for eligible OPEB costs actually incurred and paid.
- The interest-only disbursement framework is consistent with the fiduciary duty of the District as CERBT plan sponsor to manage trust assets prudently and in the long-term interest of plan beneficiaries.

- All disbursement requests shall be certified by the designated authorized signatory as to the purpose of the disbursement, consistent with the CERBT Delegation of Authority (CERBT-02) on file with CalPERS.
- The GASB 75 reporting implications of disbursements from the trust will be addressed in the District's annual financial statements. The District's Finance staff and auditors will be advised of the adopted disbursement policy for purposes of financial reporting.
- This policy shall be reviewed in conjunction with the biennial CERBT Valuation Packet submission to CalPERS to ensure continued compliance with CalPERS OPEB reporting and funding policy requirements.

CONCLUSION

Adopting an interest-only CERBT disbursement policy based on actual recent earnings, with a Board-approved disbursement range of \$150,000 to \$190,000 annually, is the most fiscally responsible approach available to the District given its current OPEB funding circumstances. The policy preserves the trust principal, produces a substantial and growing General Fund offset of up to \$190,000 per year, and is fully compliant with CERBT disbursement requirements.

The most recent fiscal year-to-date net earnings of \$195,467.73 fully support disbursements within the approved range without any drawdown of principal. Staff recommends Board adoption of the policy, confirmation of the FY2026–2027 disbursement amount within the \$150,000–\$190,000 range, and authorization to proceed with the disbursement request to CalPERS.

Respectfully submitted,

Brad Gates, Fire Chief

El Dorado County Fire Protection District

ATTACHMENTS:

- A. CalPERS CERBT Quarterly Statement — Quarter Ending 03/31/2026 (Entity SKB7-5339108719)
- B. CalPERS CERBT Quarterly Statement — Quarter Ending 03/31/2025
- C. CalPERS CERBT Quarterly Statement — Quarter Ending 12/31/2024
- D. CalPERS CERBT Quarterly Statement — Quarter Ending 03/31/2024
- E. CERBT Disbursement Policy — Interest-Only Withdrawal Framework (Adopted)
- F. CERBT Delegation of Authority Resolution (CERBT-02) — Current



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

501 Pleasant Valley Road • Diamond Springs, CA 95619 • (530) 644-9630

RESOLUTION NO. 2026-14

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO COUNTY FIRE PROTECTION DISTRICT ADOPTING THE CERBT INTEREST-ONLY DISBURSEMENT POLICY (POLICY NO. FIN-2026-001); ESTABLISHING A BOARD-APPROVED DISBURSEMENT RANGE OF \$150,000 TO \$190,000 FROM CERBT INVESTMENT EARNINGS; AUTHORIZING ANNUAL DISBURSEMENTS TO OFFSET RETIREE HEALTHCARE PAY-GO COSTS; AND DESIGNATING AUTHORIZED SIGNATORIES

WHEREAS, the El Dorado County Fire Protection District (the “District”) is an independent special district formed and operating pursuant to the California Fire Protection District Law of 1987 (Health and Safety Code section 13800 et seq.); and

WHEREAS, the District maintains a California Employers’ Retiree Benefit Trust (CERBT) account with CalPERS, Entity No. SKB7-5339108719, invested under CERBT Strategy 2, which was originally established and funded by the Diamond Springs/El Dorado Fire Protection District (DSP) and transferred to the District as a successor asset upon completion of the annexation of DSP into the District pursuant to Joint Resolution Nos. 2024-05 and 2024-10, adopted November 21, 2024; and

WHEREAS, the CERBT account has not received employer contributions for approximately three (3) years and has continued to grow through investment returns, with a balance of \$3,087,921.91 as of March 31, 2026, and most recent fiscal year-to-date net investment earnings of \$195,467.73; and

WHEREAS, the District currently funds retiree healthcare post-employment benefits (OPEB) on a pay-as-you-go basis from the General Fund at an annual cost of approximately \$800,000, representing approximately 2.67% of the District’s \$30 million operating budget; and

WHEREAS, California Government Code Section 22940 et seq. authorizes CERBT disbursements to reimburse the employer for eligible OPEB costs actually incurred and paid; and

WHEREAS, the Board of Directors finds that establishing a formal policy governing CERBT disbursements is necessary to protect the long-term integrity of the trust principal, ensure compliance with applicable law and CalPERS requirements, provide fiscal transparency, and establish a sustainable framework for offsetting the District’s General Fund retiree healthcare costs; and

WHEREAS, the Board of Directors finds that limiting disbursements to realized net investment earnings only — and not trust principal — is the most fiscally responsible approach to CERBT fund management given the account’s current status and the District’s long-term OPEB obligations; and

WHEREAS, the most recent fiscal year-to-date net investment earnings of \$195,467.73 fully support annual disbursements within the range of \$150,000 to \$190,000 without any drawdown of principal, and the Board of Directors finds this range to be appropriate and sustainable; and

WHEREAS, the Board of Directors has reviewed the staff report of the Fire Chief dated June 19, 2026, and the supporting CalPERS quarterly CERBT account statements, and finds the information contained therein accurate and sufficient to support adoption of this Resolution; and

WHEREAS, adoption of this Resolution is not a “project” within the meaning of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378, as it involves administrative and fiscal management actions that will not result in a direct or indirect physical change to the environment.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the El Dorado County Fire Protection District does hereby find, determine, declare, resolve, and order as follows:

SECTION 1. Findings. The Board of Directors finds and declares that the foregoing recitals are true and correct and are incorporated herein by this reference as though set forth in full.

SECTION 2. Adoption of CERBT Interest-Only Disbursement Policy. The Board of Directors hereby adopts the CERBT Interest-Only Disbursement Policy, designated as Policy No. FIN-2026-001 (the “Policy”), a copy of which is attached hereto as Exhibit A and incorporated herein by this reference. The Policy is effective upon adoption of this Resolution.

SECTION 3. Core Policy Principle — Interest Only. Annual disbursements from the CERBT account (Entity No. SKB7-5339108719) shall be limited exclusively to realized net investment earnings and shall not include any disbursement of trust principal. The full principal balance of the CERBT account shall be preserved at all times.

SECTION 4. Board-Approved Disbursement Range. The Board of Directors hereby establishes a disbursement range of one hundred fifty thousand dollars (\$150,000) to one hundred ninety thousand dollars (\$190,000) per fiscal year (the “Disbursement Range”), based on the account’s most recent actual net investment earnings and fully supported by fiscal year-to-date net earnings of \$195,467.73 through March 31, 2026. The Disbursement Range may be revised by subsequent Board action.

SECTION 5. Annual Board Confirmation Required. No disbursement from the CERBT account shall be made without prior annual confirmation by the Board of Directors of the specific disbursement amount within the Disbursement Range. The Fire Chief shall present the prior fiscal year’s actual net CERBT investment earnings and the proposed disbursement amount to the Board on or before adoption of each annual operating budget, for Board confirmation by Board action.

SECTION 6. Below-Threshold Year — No Disbursement. In any fiscal year in which the prior fiscal year’s actual net CERBT investment earnings fall below one hundred fifty thousand dollars (\$150,000), no disbursement shall be made. The Fire Chief shall notify the Board of this determination as part of the annual budget process. No mid-year supplemental disbursements are authorized without a separate Board action.

SECTION 7. Maximum Annual Cap. Annual disbursements shall not exceed one hundred ninety thousand dollars (\$190,000), regardless of actual earnings, and shall not exceed the prior fiscal year’s actual net investment earnings in any event.

SECTION 8. Permitted Use — OPEB Pay-Go Offset Only. All CERBT disbursements authorized under this Resolution and the adopted Policy shall be applied exclusively as a direct reimbursement of the District’s eligible Other Post-Employment Benefit (OPEB) retiree healthcare pay-go expenditures actually incurred and paid in the same fiscal year, consistent with California Government Code Section 22940 et seq. and CalPERS CERBT guidelines. The reimbursed amount shall be credited to the General Fund as a revenue offset against retiree healthcare expenditures. No disbursement shall be used for any other purpose without a separate Board resolution.

SECTION 9. Authorization of FY 2026–2027 Disbursement. The Board of Directors hereby authorizes an initial disbursement from the CERBT account for Fiscal Year 2026–2027 in the amount of \$ _____ [to be confirmed by the Board at this meeting], which amount is within the Board-approved Disbursement Range and is fully supported by the most recent actual net CERBT investment earnings of \$195,467.73. The Fire Chief is authorized and directed to submit the necessary disbursement request and certification to CalPERS and to take all actions necessary to effectuate the General Fund retiree healthcare pay-go reimbursement in the confirmed amount.

SECTION 10. Designation of Authorized Signatories. The following officers of the El Dorado County Fire Protection District are hereby designated as authorized signatories for CERBT disbursement requests, consistent with the CERBT Delegation of Authority Resolution (Form CERBT-02) on file with CalPERS:

Primary Authorized Signatory:

Brad Gates, Fire Chief
El Dorado County Fire Protection District

Secondary Authorized Signatory:

Ben Anderson, Deputy Chief of Administration
El Dorado County Fire Protection District

SECTION 11. Annual Reporting. The Fire Chief shall present to the Board of Directors annually, on or before the adoption of each annual operating budget, the CERBT account balance, prior fiscal year actual net investment earnings, proposed disbursement amount for the upcoming year, a five-year projection of trust balance and disbursements, and confirmation of prior-year disbursement compliance with this Policy.

SECTION 12. Policy Review. Policy No. FIN-2026-001 shall be reviewed by the Board of Directors biennially, or sooner upon material change in the CERBT account balance, the District’s OPEB pay-go obligation, or applicable California law and CalPERS CERBT guidelines.

SECTION 13. Supersession. This Resolution and Policy No. FIN-2026-001 supersede any and all prior resolutions, policies, or administrative directives of the District relating to CERBT disbursements, to the extent inconsistent herewith.

SECTION 14. Effective Date. This Resolution shall take effect immediately upon its adoption by the Board of Directors.

PASSED, APPROVED, AND ADOPTED by the Board of Directors of the El Dorado County Fire Protection District at a regular meeting duly held on the 18th day of June , 2026, by the following vote:

AYES: Director(s): _____

NOES: Director(s): _____

ABSENT: Director(s): _____

ABSTAIN: Director(s): _____

Board Chair / President

Clerk of the Board

Board of Directors
El Dorado County Fire Protection District
Date: _____

El Dorado County Fire Protection District
Date: _____

CERTIFICATION

I, the undersigned, Clerk of the Board of Directors of the El Dorado County Fire Protection District, hereby certify that the foregoing is a true and correct copy of Resolution No. 2026-14, duly adopted by the Board of Directors at a regular meeting thereof held on June 18, 2026, and that said Resolution has not been amended, modified, or rescinded and is in full force and effect as of the date of this certification.

Clerk of the Board of Directors
El Dorado County Fire Protection District
Date: _____

Exhibit A: CERBT Interest-Only Disbursement Policy, Policy No. FIN-2026-001, is attached to this Resolution and incorporated herein by reference. A certified copy of this Resolution and Exhibit A shall be retained in the District's official records and made available for public inspection upon request.



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

501 Pleasant Valley Road • Diamond Springs, CA 95619 • (530) 644-9630

STAFF REPORT

DATE:	June 19 th , 2026
TO:	Board of Directors, El Dorado County Fire Protection District
FROM:	Brad Gates, Fire Chief
THROUGH:	Deputy Chief of Administration Ben Anderson, Deputy Chief of Administration
SUBJECT:	Adoption of CERBT Delegation of Authority Resolution; Approval of CERBT Valuation Packet Submission; and Authorization of Designated Signatories for OPEB Trust Disbursements

RECOMMENDATION

Staff recommends that the Board of Directors:

- Adopt the California Employers' Retiree Benefit Trust (CERBT) Delegation of Authority Resolution designating the Fire Chief and Deputy Chief of Administration as authorized signatories to request disbursements from the District's CERBT Other Post-Employment Benefits (OPEB) prefunding account on behalf of the El Dorado County Fire Protection District;
- Authorize the Board Chair to execute the CERBT Delegation of Authority Resolution (CERBT-02) and transmit the executed document to CalPERS; and
- Authorize the Fire Chief and Deputy Chief of Administration to complete, execute, and submit the CERBT Valuation Packet to CalPERS, including the Certification of Funding Policy, Summary of Actuarial Information, and Certification of Actuarial Information, in accordance with CalPERS OPEB reporting requirements.

BACKGROUND

California Employers' Retiree Benefit Trust (CERBT)

The California Employers' Retiree Benefit Trust (CERBT) is an Internal Revenue Code Section 115, multiple-employer Other Post-Employment Benefits (OPEB) trust fund administered by the California Public Employees' Retirement System (CalPERS). The CERBT allows public agencies to prefund retiree benefit obligations including post-retirement health, dental, and vision benefits on a tax-advantaged basis, reducing long-term costs and improving the agency's GASB financial reporting position.

The El Dorado County Fire Protection District participates in the CERBT as part of its strategy to prefund OPEB liabilities associated with post-retirement health benefits for District employees and eligible retirees. Participation in the CERBT provides the District with investment growth on prefunded assets, reduces its Net

OPEB Liability reported under GASB Statement No. 75, and supports the District's long-term fiscal sustainability.

CERBT Program History — Origin Under Diamond Springs/EI Dorado Fire Protection District

The District's CERBT OPEB prefunding account was originally established and funded by the Diamond Springs/EI Dorado Fire Protection District (DSP). DSP enrolled in the CERBT program and made contributions on behalf of its employees and retirees to prefund post-employment benefit obligations in accordance with applicable GASB and CalPERS requirements.

Upon completion of the annexation of DSP into the EI Dorado County Fire Protection District (ECF), all assets of DSP including the CERBT OPEB prefunding account balance and associated trust assets transferred to and became assets of the reorganized EI Dorado County Fire Protection District by operation of the Joint Resolution adopted November 21, 2024, and consistent with the terms of the Cortese-Knox-Hertzberg Government Reorganization Act. ECF is now the successor employer and plan sponsor for all OPEB obligations originally established under DSP, and the District's CERBT account reflects the combined OPEB prefunding history of both predecessor agencies.

This staff report and the accompanying CERBT administrative actions are necessary to bring the District's CERBT program into full compliance under ECF's governance structure, update the authorized signatories on file with CalPERS to reflect current ECF leadership, and fulfill the District's ongoing obligations as the successor CERBT plan sponsor.

DSP Annexation and OPEB Succession

In November 2024, the Boards of Directors of the Diamond Springs/EI Dorado Fire Protection District (DSP) and the EI Dorado County Fire Protection District (ECF) jointly adopted Resolution Nos. 2024-05 and 2024-10, requesting that EI Dorado County LAFCO initiate proceedings for the annexation of DSP into ECF. Those resolutions provide that all assets and liabilities of DSP including OPEB obligations shall transfer to and become obligations of the reorganized District upon completion of the annexation. ECF Resolution No. 2024-09 was adopted concurrently to maintain status quo health benefits for all current and retired DSP employees and their eligible survivors.

As a result of this reorganization and the ongoing administration of the District's OPEB program, it is necessary to update the CERBT Delegation of Authority to reflect current District leadership and to ensure the designated signatories are authorized to request disbursements from the CERBT OPEB prefunding account as needed.

CERBT Valuation Packet Requirement

CalPERS requires all CERBT-participating employers to submit a renewal OPEB Valuation or AMM (Alternative Measurement Method) Report at least every two years, accompanied by a completed CERBT Valuation Packet. The Valuation Packet consists of three components: the Certification of Funding Policy, the Summary of Actuarial Information, and the Certification of Actuarial Information. This information is required for CalPERS to accurately administer and report on the CERBT Fund in compliance with GASB Statement No. 74 (Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans).

DISCUSSION

Delegation of Authority — CERBT-02 Resolution

The CERBT Delegation of Authority Resolution (Form CERBT-02) is a CalPERS-required resolution by which the District's governing body formally designates the positions authorized to request disbursements from the District's CERBT OPEB prefunding account and to certify the purpose for which disbursed funds will be used.

This delegation is a standing administrative requirement; without an executed and current delegation on file with CalPERS, the District cannot access its CERBT funds when needed.

Staff recommends designating the Fire Chief and the Deputy Chief of Administration as the authorized positions. This dual-signatory structure provides operational flexibility while maintaining appropriate internal oversight. Either designee will be authorized to request disbursements independently, consistent with the CERBT form's "and/or" authorization structure.

The completed CERBT-02 Resolution will designate:

- Governing Body: Board of Directors, El Dorado County Fire Protection District
- Employer Name: El Dorado County Fire Protection District
- Authorized Positions: Fire Chief and Deputy Chief of Administration
- Executed by: Board Chair, on behalf of the Board of Directors

CERBT Valuation Packet — Funding Policy and Actuarial Certification

The CERBT Valuation Packet requires the District to certify its OPEB funding policy including: (1) the selected CERBT asset allocation strategy (Strategy 1, 2, or 3); (2) the method by which the District intends to contribute to and seek reimbursements from the trust; and (3) acknowledgment of the biennial valuation requirement and GASB reporting obligations.

The Summary of Actuarial Information and Certification of Actuarial Information sections will be completed in coordination with the District's consulting actuary based on the most recent OPEB valuation or AMM report. These sections document key actuarial data including the Total OPEB Liability, Fiduciary Net Position, Net OPEB Liability, active and inactive plan member counts, and projected benefit payment data.

Staff will coordinate with the District's actuary to complete the Valuation Packet and submit the final package to CalPERS at CERBT4U@calpers.ca.gov upon Board authorization.

CERBT Asset Allocation Strategies

The following investment strategies are available under the CERBT program for Board consideration:

Strategy	Long-Term Expected Return	Expected Compound Return (1–5 Yr)	Expected Volatility (Std Dev)
Strategy 1	6.4%	6.1%	11.5%
Strategy 2	6.1%	5.9%	9.5%
Strategy 3	5.8%	5.7%	8.1%

Staff recommends the Board confirm or select the preferred asset allocation strategy in conjunction with the District's actuary and Deputy Chief of Administration based on the District's OPEB funding objectives, risk tolerance, and investment horizon. The CERBT is intended as a long-term investment vehicle and Strategy 1 offers the highest long-term expected return, while Strategy 3 provides the lowest volatility.

FISCAL IMPACT

Adoption of the CERBT Delegation of Authority Resolution and submission of the CERBT Valuation Packet create no new financial obligations. These are administrative actions required to maintain the District's active participation in the CERBT program and ensure the District's ability to request disbursements from its existing OPEB prefunding account.

Future CERBT contributions and disbursement requests will be subject to separate Board authorization and will be reflected in the District's annual budget. OPEB contribution amounts are determined by the District's OPEB actuarial valuation and adopted funding policy. The District's Deputy Chief of Administration will present the actuarially determined contribution (ADC) and recommended funding strategy to the Board as part of the annual budget process.

Note: As a result of the DSP annexation, the District's OPEB liabilities will increase to reflect the transfer of DSP's OPEB obligations to ECF. The District's actuary will incorporate DSP participant data into the next renewal OPEB valuation. Staff recommends the Board direct the Deputy Chief of Administration to coordinate with the District's actuary to initiate an updated OPEB valuation reflecting the combined post-annexation workforce as soon as practicable.

POLICY AND LEGAL COMPLIANCE

- The CERBT is established under Internal Revenue Code Section 115 and administered by CalPERS pursuant to California Government Code Section 22940 et seq.
- OPEB financial reporting is governed by GASB Statements No. 74 and 75, which require the District to maintain an actuarial valuation on at least a biennial basis and report OPEB liabilities in accordance with applicable accounting standards.
- The CERBT Delegation of Authority (CERBT-02) is a CalPERS-required administrative resolution; it does not constitute a new agreement or financial commitment and is within the Board's administrative authority.
- The DSP annexation terms, including transfer of OPEB assets and liabilities to ECF, are governed by the Joint Resolution adopted November 21, 2024 (DSP Resolution No. 2024-05 / ECF Resolution No. 2024-10) and applicable provisions of the Cortese-Knox-Hertzberg Government Reorganization Act.
- All CERBT disbursements must be certified by a designated authorized signatory as to the purpose for which funds will be used, consistent with applicable OPEB trust requirements.

CONCLUSION

Adopting the CERBT Delegation of Authority Resolution and authorizing submission of the CERBT Valuation Packet are necessary administrative steps to maintain the District's active participation in its OPEB prefunding program, ensure the authorized personnel are properly designated to access trust funds, and fulfill the District's biennial reporting obligations to CalPERS.

These actions are particularly timely given the District's pending annexation of DSP and the resulting transfer of OPEB obligations to ECF. Ensuring a current Delegation of Authority is on file with CalPERS and that the Valuation Packet reflects up-to-date actuarial and funding information positions the District to manage its combined OPEB program effectively and in compliance with GASB reporting requirements.

Staff recommends Board approval of all actions described in this report.

Brad Gates, Fire Chief

El Dorado County Fire Protection District

Date: _____

**Deputy Chief of Administration Ben Andeson,
Deputy Chief of Administration**

El Dorado County Fire Protection District

Date: _____

ATTACHMENTS:

Att.	Document	Description
A	CERBT-02 — Delegation of Authority	CalPERS form for Board adoption designating Fire Chief and Deputy Chief of Administration as authorized signatories for CERBT OPEB disbursements (Revised 8/2023)
B	CERBT Valuation Packet	CalPERS renewal OPEB valuation submission packet including Certification of Funding Policy, Summary of Actuarial Information, and Certification of Actuarial Information (Rev. 6/24/2024)
C	Joint Resolution No. 2024-05 / 2024-10	Joint Resolution of the Boards of Directors of DSP and ECF requesting LAFCO initiate annexation proceedings — adopted November 21, 2024; establishes transfer of OPEB assets and liabilities to the reorganized District

CERBT Valuation Packet

The California Employers' Retiree Benefit Trust (CERBT) Fund is an Internal Revenue Code Section 115, multiple-employer OPEB trust fund and has a fiduciary responsibility for financial reporting in accordance to the Governmental Accounting Standards Statement No. 74. As such, we request all participating employers to submit a renewal OPEB Valuation or AMM Report at least every two years, along with this valuation packet consisting of the Certification of Funding Policy, the Summary of Actuarial Information, and the Certification of Actuarial Information. The information provided in the OPEB valuation or AMM report is essential to the accuracy of the administration and reporting of the CERBT Fund.

Employer Name

Valuation Date

Renewal Valuation Checklist

Please email a copy of your agency's final OPEB valuation or AMM report, along with this completed packet to CERBT4U@calpers.ca.gov. If you have any questions, contact us at CERBT4U@calpers.ca.gov.

OPEB Valuation or AMM Report (Final version)

Certification of Funding Policy (pages 2-3, completed and signed)

Summary of Actuarial Information (pages 4-5, completed)

Certification of Actuarial Information (page 6, completed and signed)

CERBT Valuation Packet

Certification of Funding Policy (1 of 2)

Employer Name

Valuation Date

CERBT Asset Allocation Strategy Selection

As the employer, I certify that my agency chooses the following CERBT asset allocation strategy:

CERBT Asset Allocation Strategy	Long-Term Expected Rate of Return	Expected Volatility (Standard Deviation)
Strategy 1	6.4%	11.5%
Strategy 2	6.1%	9.5%
Strategy 3	5.8%	8.1%

Funding Method

As the employer, I certify that our OPEB funding method and intent for the period covered by our current OPEB valuation or AMM report is to contribute consistently an amount that is equal to:

ADC funding method: _____% of the Actuarially Determined Contribution (ADC) as determined in our OPEB valuation or AMM report.

Other funding method: We will contribute to the trust using an approach not directly related to the ADC. Please describe in the comment section below.

If applicable, please provide ADC amounts and periods covered as determined in the report:

First Fiscal Year-End :

MM/DD/YYYY

ADC Amount

Second Fiscal Year-End:

MM/DD/YYYY

ADC Amount

Comments

CERBT Valuation Packet

Certification of Funding Policy (2 of 2)

Contribution and Reimbursement Method

As the employer, I certify that we intend to make CERBT contributions and request eligible reimbursements in the following manner:

Contribute full ADC payments to the trust and seek reimbursements for pay-go costs.

Contribute ADC payments to the CERBT net of pay-go costs and not seek reimbursement (ADC minus pay-go = Trust Contribution).

Other contribution and/or reimbursement method, e.g. initial/ ad hoc lump sum contribution. Please describe in the comment section below.

Comments

Employer Certification

As the employer, we understand that we must obtain an OPEB valuation or AMM report on at least a biennial basis.

We understand that we will be asked to provide accounting information to CalPERS as required to facilitate CalPERS compliance with Governmental Accounting Standards Board (GASB) Statements for Accounting and Financial Reporting for Post-Employment Benefit Plans Other than Pension Plans (OPEB Standards) reporting requirements and we agree to make any information requested available to CalPERS on a timely basis.

We understand that CalPERS will provide us the Schedule of Changes in Fiduciary Net Position by Employer, which can be used to prepare our GASB OPEB Standards reporting. CalPERS will report information pertaining to GASB OPEB Standards for Agent OPEB Plans.

Employer Name

Valuation Date

Name

Title

Signature

Date

CERBT Valuation Packet

Summary of Actuarial Information (1 of 2)

Employer Name

Valuation Date

Actuarial Firm Contact Information

Actuary/Contact Name

Actuarial Firm

Email

Phone Number

Person Completing this Form

Contact Name

Organization

Email

Phone Number

If using a GASB 75 accounting valuation or AMM report, complete sections I, II, IV, and V. If using a funding valuation, complete sections I, III, IV, and V. If using a blended valuation, complete all sections, as applicable.

Section I: Actuarial Data

1. Valuation type (Accounting, Funding, or both) _____
2. Valuation frequency (Annual or Biennial) _____
3. Total Present Value of Future Benefits (PVFB) _____
 - i. Date PVFB was calculated as of _____

Section II: GASB 75 Accounting Valuation or AMM (complete if using a GASB 75 accounting valuation or AMM)

4. Measurement Date _____
5. Total OPEB Liability (TOL) _____
6. Fiduciary Net Position (FNP) at Measurement Date _____
7. Net OPEB Liability (TOL-FNP) _____
8. This report provides financial reporting data for the following period:
Fiscal Year-End for your GASB 75 reporting _____
MM/DD/YYYY

CERBT Valuation Packet

Summary of Actuarial Information (2 of 2)

Section III: Funding Valuation (complete if using a funding valuation)

- 9. Actuarial Accrued Liability (AAL) _____
- 10. Actuarial Value of Assets (AVA) _____
- 11. Unfunded Actuarial Accrued Liability (AAL-AVA) _____

Section IV: Demographic Data (as of valuation date)

- 12. Number of active plan members _____
- 13. Number of inactive plan members currently receiving benefit payments _____
- 14. Number of inactive plan members entitled to
but not yet receiving benefit payments _____

Section V: Benefit Payment Data

	Year ending date of projected benefit payments (MM/DD/YYYY)	Projected employer paid retiree premium payments (Do not include implicit rate subsidy)	Projected implicit rate subsidy payments
Year 1	_____	_____	_____
Year 2	_____	_____	_____
Year 3	_____	_____	_____
Year 4	_____	_____	_____

Comments

CERBT Valuation Packet

Certification of Actuarial Information (1 of 1)

As Actuary of the plan, I certify that the Other Post-Employment Benefits (OPEB) actuarial valuation upon which the enclosed summary of actuarial information is based meets the following criteria:

- The valuation has been prepared and signed by a Fellow or Associate of the Society of Actuaries, or an Enrolled Actuary of the Joint Board for the Enrollment of Actuaries, and a Member of the American Academy of Actuaries.¹
- The valuation has been prepared in accordance with the Actuarial Standards of Practice.
- If the valuation is an accounting valuation, then it has been prepared in accordance with the requirements set forth in Governmental Accounting Standards Board (GASB) Statements related to OPEB reporting.
- If employer assets to pre-fund other post-employment benefits are invested in an irrevocable OPEB trust other than the CERBT, the liabilities associated with those assets are not included in the summary of actuarial information.

I further certify that the discount rate is consistent with the anticipated level of funding pursuant to the relevant sections in GASB and ASOP, and the employer's certification.

Employer Name

Valuation Date

Printed Name of Actuary and Designation

Signature

Date

¹ In cases where the actuary performing the work does not meet these criteria, the valuation may be acceptable if the person has equivalent qualifications that are acceptable to the CalPERS Board. Please provide the qualifications of the actuary performing the valuation.

CERBT Valuation Packet

Instructions and Considerations

Certification of Funding Policy

Your agency may want to consider the following points when preparing a Funding Policy:

- Will OPEB liabilities increase or decrease over time?
- When will the OPEB costs reach their peak?
- Funding status goals.
- How much do unfunded liabilities matter?
- How is your agency measuring performance?

CERBT Asset Allocation Strategy Selection

Your CERBT assets will be invested using the asset allocation strategy checked upon your selection. Each strategy has a different assumed long-term expected rate of return and risk profile.

The following table shows the expected time-weighted compound return for the 1-5 year period, 6-20 year period, the long-term expected rate of return, and the expected volatility (standard deviation) for each strategy. Please note the CERBT fund is intended to be a long-term investment vehicle.

CERBT Asset Allocation Strategy	Expected Compound Return (1-5 Years)	Expected Compound Return (6-20 Years)	Long-Term Expected Rate of Return (1-20 Years)	Expected Volatility (Standard Deviation)
Strategy 1	6.1%	6.6%	6.4%	11.5%
Strategy 2	5.9%	6.2%	6.1%	9.5%
Strategy 3	5.7%	5.9%	5.8%	8.1%

Funding Method

- If your agency's intent is to fund based on an ADC, indicate the ADC percentage funding as well as the ADC amount(s).
- If your contributions are not tied specifically to the ADC, then indicate how you expect to contribute. For example, if you intend to make unreimbursed pay-go payments plus a fixed dollar amount to the trust, then describe this in the comments space provided.
- *Optional:* If using a funding valuation, please identify the periods to which your entity will use the renewal valuation report for funding purposes.

Contribution and Reimbursement Method

Here we ask you to indicate how you expect to make contributions to, and seek reimbursement from, the trust. All contributions are voluntary and never required.

Employer Certification

Please certify as the employer you understand you must obtain a renewal valuation on at least a biennial basis.

Summary of Actuarial Information

This form may be completed by your actuary or you and is a summary of data from your actuarial valuation. If using a GASB 75 accounting valuation or AMM report, complete sections I, II, IV, and V. If using a funding valuation, complete sections I, III, IV, and V. If using a blended valuation, complete all sections, as applicable.

If certain elements in this form are not found in the actuarial valuation report itself (such as PVFB in section I or projected benefit payment data in section V), please work with your consulting actuary to obtain this data. CERBT staff are available to assist if needed.

Certification of Actuarial Information

This form needs to be signed by your consulting actuary.



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

Investment Policy • Adopted _____, 2026

BOARD AGENDA ITEM 1

INVESTMENT POLICY

El Dorado County Fire Protection District

Policy Title:	Investment Policy
Adopted By:	Board of Directors
Effective Date:	June 18, 2026
Review Frequency:	Annual, or upon material change in applicable law or District financial circumstances
Statutory Authority:	California Government Code Sections 53600–53609

SECTION 1 — PURPOSE

This Investment Policy establishes the framework governing the investment of the El Dorado County Fire Protection District’s (the “District”) reserve fund balances held under direct District management. The purpose of this Policy is to ensure that District reserve funds are held safely, prudently, and in compliance with applicable California law, while earning a reasonable return that benefits the District and the taxpayers it serves. This Policy does not apply to operating funds, which remain administered through existing County arrangements.

SECTION 2 — SCOPE

This Policy applies exclusively to the District’s fund balance reserve accounts transferred from County-administered financial systems into direct District management and deposited in the Local Agency Investment Fund (LAIF). This Policy does not apply to the District’s day-to-day operating funds, payroll accounts, or other accounts that remain administered by the County of El Dorado on behalf of the District under existing arrangements. The Board may expand the scope of this Policy by amendment if additional fund categories are brought under direct District investment management in the future.

SECTION 3 — INVESTMENT OBJECTIVES

The District’s investment program shall be managed in accordance with the following objectives, listed in order of priority:

- Safety — Preservation of principal is the primary objective. Investments shall be made in a manner that seeks to avoid loss of funds through credit risk, interest rate risk, or market risk.

- Liquidity — The District’s investment portfolio shall remain sufficiently liquid to meet all reasonably anticipated operating and capital expenditure requirements. No investment shall be made that would impair the District’s ability to meet its obligations in a timely manner.
- Yield — Subject to the objectives of safety and liquidity, the District’s investment program shall seek to earn a competitive rate of return on invested funds, consistent with the authorized investment vehicles and applicable law.

SECTION 4 — AUTHORIZED INVESTMENT VEHICLE

The District hereby designates the California State Treasurer’s Local Agency Investment Fund (LAIF) as the authorized investment vehicle for the District’s fund balance reserve accounts held under direct District management, pursuant to California Government Code Section 53601(n) and Section 16429.1 et seq. LAIF is the sole authorized vehicle under this Policy. Operating funds of the District are not subject to this Policy and shall not be deposited in LAIF under this authorization.

LAIF is selected based on its status as a State-administered, diversified investment pool; its full liquidity with next-day withdrawal availability; its competitive yield relative to comparable short-term instruments; and its legal authorization under California Government Code for local agency investment. LAIF provides the safest and most straightforward structure for the District’s initial structured reserve account.

The Board may, by subsequent resolution or amendment to this Policy, authorize additional investment vehicles consistent with California Government Code Section 53601. No investment shall be made in any vehicle not expressly authorized under this Policy or applicable law.

SECTION 5 — INVESTMENT OFFICER

The Board of Directors hereby delegates to the District’s designated Investment Officer the authority to invest and reinvest District funds in accordance with this Policy, pursuant to California Government Code Section 53607. The Investment Officer is responsible for the day-to-day administration of the District’s investment program, including initiating and monitoring LAIF transactions, maintaining required investment records, and ensuring compliance with this Policy.

The Investment Officer shall exercise the judgment, care, skill, prudence, and diligence that a person of prudence, discretion, and intelligence would exercise in the management of public funds. The Investment Officer may not delegate investment authority to any other officer or employee without prior Board approval.

SECTION 6 — INTERNAL CONTROLS

The Investment Officer shall maintain a system of internal controls to prevent loss of public funds due to fraud, error, unauthorized action, or unforeseen circumstances. All investment transactions shall be documented and retained in accordance with the District’s records retention policy. The Fire Chief shall review investment activity no less than quarterly and shall report any irregularities to the Board immediately.

SECTION 7 — ANNUAL REPORTING

The Investment Officer shall provide the Board of Directors with an annual investment report, presented no later than 60 days following the close of each fiscal year, summarizing investment activity, average portfolio balance, total investment earnings, the current LAIF interest rate, and the District's compliance with this Policy during the reporting period, consistent with California Government Code Section 53646.

SECTION 8 — POLICY REVIEW

This Policy shall be reviewed by the Board of Directors annually and updated as necessary to reflect changes in applicable California law, changes in District financial circumstances, or changes in available and authorized investment vehicles. Material amendments to this Policy shall require Board adoption by resolution.

Board Chair / President
Board of Directors
El Dorado County Fire Protection District
Date: _____

Brad Gates, Fire Chief
El Dorado County Fire Protection District
El Dorado County Fire Protection District
Date: _____



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

501 Pleasant Valley Road • Diamond Springs, CA 95619 • (530) 644-9630

STAFF REPORT

DATE:	June 18, 2026
TO:	Board of Directors, El Dorado County Fire Protection District
FROM:	Brad Gates, Fire Chief
SUBJECT:	Adoption of Investment Policy; Adoption of Local Agency Investment Fund (LAIF) Authorization Resolution; and Designation of District Investment Officer — Board Meeting Package, Items 1–3

RECOMMENDATION

Staff recommends that the Board of Directors adopt the following three items:

- Item 1 — Adopt the El Dorado County Fire Protection District Investment Policy, authorizing the Local Agency Investment Fund (LAIF) as the District’s primary investment vehicle for idle funds and reserves, consistent with California Government Code Section 53601 et seq.;
- Item 2 — Adopt Resolution No. 2026-___ authorizing the District’s participation in the State of California Local Agency Investment Fund and designating the authorized officers to execute transactions on behalf of the District; and
- Item 3 — Designate the [Investment Officer Title] as the District’s Investment Officer, responsible for the day-to-day administration of LAIF transactions consistent with the adopted Investment Policy and applicable law.

BACKGROUND

Financial Governance Transition

The El Dorado County Fire Protection District is in the process of transitioning toward directly managed financial oversight. As part of this transition, the District intends to move its fund balance reserve accounts — currently held by the County of El Dorado within County-administered financial systems — into a District-controlled structured reserve account. Day-to-day operating funds will remain with the County under existing arrangements. This action is limited in scope to the reserve fund balances only and is intended to establish a formal, Board-governed reserve structure for the District.

An essential component of this transition is the establishment of a formal Investment Policy and an authorized investment vehicle governing how the District’s reserve fund balances are held and invested. LAIF provides a safe, liquid, and interest-bearing home for the District’s reserve accounts that is fully under the District’s control, earns a competitive return, and is compliant with California public agency investment law.

Local Agency Investment Fund (LAIF)

The Local Agency Investment Fund (LAIF) is a voluntary investment program administered by the California State Treasurer's Office pursuant to Government Code Section 16429.1 et seq. LAIF pools the short-term idle cash of participating local agencies, investing these funds in a diversified portfolio of government securities and other authorized instruments. LAIF has been the investment vehicle of choice for California local agencies for decades and is widely regarded as the most accessible, low-risk, and administratively straightforward investment option available to public agencies.

LAIF offers the following key advantages for the District:

- **Safety** — LAIF is invested entirely in instruments authorized under California Government Code Section 16430 and subject to the oversight of the State Treasurer's Investment Division and the LAIF Oversight Committee.
- **Liquidity** — Deposits may be withdrawn within 24 hours upon request, providing the District with same-day or next-day access to funds as needed for operations.
- **Yield** — LAIF consistently earns a competitive return relative to comparable short-term investment vehicles, with no minimum balance requirement and daily compounding.
- **Simplicity** — LAIF requires no specialized investment expertise, no broker relationships, and minimal administrative overhead, making it ideally suited to the District's operational capacity and staffing.
- **Compliance** — Investment in LAIF satisfies the California Government Code requirements for local agency investment of public funds, providing full legal protection for the District and its officers.

DISCUSSION

Item 1 — Investment Policy

The Investment Policy establishes the District's governing framework for the investment of its reserve fund balances. The Policy is intentionally concise and narrowly scoped to the District's current objective: establishing a structured reserve account using LAIF as the authorized investment vehicle. Operating funds held with the County are not subject to this Policy and are not being moved at this time.

The Investment Policy identifies the objectives of safety, liquidity, and yield in their order of priority; designates LAIF as the authorized investment vehicle for reserve fund balances transferred to District management; establishes the role of the Investment Officer; and requires an annual report to the Board on investment activity and earnings. The Policy is consistent with California Government Code Section 53600 et seq. and may be expanded by the Board in future years if the District elects to bring additional fund categories under direct investment management.

Item 2 — LAIF Authorization Resolution

LAIF requires a formal authorizing resolution from the local agency's governing board before the agency may open an account and begin making deposits. The LAIF Authorization Resolution (Resolution No. 2026-___) is based on the State Treasurer's standard template resolution and designates the authorized officers who may execute LAIF transactions on behalf of the District. Only the designated officers may initiate deposits, withdrawals, and account changes.

The Resolution designates the Fire Chief and the [Investment Officer Title] as the authorized officers for LAIF transactions, providing a dual-authorized structure consistent with sound internal controls. The Resolution will be submitted to the State Treasurer's Office following adoption to open the District's LAIF account.

Item 3 — Designation of Investment Officer

California Government Code Section 53607 authorizes the governing board to delegate the authority to invest or reinvest funds to the District's designated Investment Officer, subject to the requirements of the adopted Investment Policy. The designation of an Investment Officer provides a clear chain of responsibility for day-to-day investment administration and ensures continuity of operations.

Staff recommends the Board designate the [Investment Officer Title] as the District's Investment Officer. The Investment Officer will be responsible for initiating and monitoring LAIF transactions, maintaining required records, and presenting the annual investment report to the Board.

FISCAL IMPACT

Adoption of the Investment Policy and LAIF Authorization Resolution creates no direct expenditure obligation. The fiscal impact is positive: by moving the District's fund balance reserve accounts from the County-administered structure into a LAIF-based District reserve account, the District will begin earning interest income on those balances at the current LAIF rate (approximately [current LAIF rate]% annualized as of [current date]). This interest is not currently being earned or credited to the District under the existing County-held structure.

Based on the District's estimated fund balance reserve account balances to be transferred, annual LAIF earnings are estimated at approximately \$[estimated earnings] per year at current rates. Actual earnings will vary with the reserve balance transferred and the prevailing LAIF rate. All investment earnings will be credited to the District's structured reserve account. Operating funds held with the County are not affected by this action and will continue under existing County arrangements.

LEGAL AND POLICY COMPLIANCE

- Investment in LAIF is authorized under California Government Code Section 53601(n) for local agencies.
- The Investment Policy is consistent with the requirements of Government Code Section 53600 et seq., including the requirement that investment objectives prioritize safety, liquidity, and yield in that order.
- The delegation of investment authority to the Investment Officer is authorized by Government Code Section 53607 and is conditioned on compliance with the adopted Investment Policy.
- The LAIF Authorization Resolution is based on the State Treasurer's standard form resolution and satisfies LAIF enrollment requirements.
- Annual reporting requirements are incorporated into the Investment Policy consistent with Government Code Section 53646.

CONCLUSION

The three items in this Board meeting package establish the governance framework necessary for the District to move its fund balance reserve accounts from the County-administered structure into a District-controlled, structured reserve account within LAIF. Operating funds are not being moved and are not subject to this action. The scope is deliberately narrow and limited to reserve fund balances only.

These three items work together as a complete package and are designed to be adopted at a single Board meeting with minimal administrative burden. Following Board adoption, staff will submit the executed LAIF Authorization Resolution to the State Treasurer's Office to complete account enrollment and initiate the transfer of reserve fund balances from County-held accounts to the District's LAIF reserve account.

Respectfully submitted,

Brad Gates, Fire Chief

El Dorado County Fire Protection District

El Dorado County Fire Protection District

Date: _____

ATTACHMENTS:

- A. Item 1 — El Dorado County Fire Protection District Investment Policy (Adopted)
- B. Item 2 — Resolution No. 2026-___ — LAIF Authorization Resolution
- C. Item 3 — Investment Officer Designation
- D. California Government Code Sections 53600–53609 (Investment of Surplus Funds) — Reference



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

501 Pleasant Valley Road • Diamond Springs, CA 95619 • (530) 644-9630

RESOLUTION NO. 2026-15
**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
EL DORADO COUNTY FIRE PROTECTION DISTRICT**

**AUTHORIZING INVESTMENT OF MONIES
IN THE LOCAL AGENCY INVESTMENT FUND**

WHEREAS, The Local Agency Investment Fund is established in the State Treasury under Government Code section 16429.1 et. seq. for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the Board of Directors of the El Dorado County Fire Protection District hereby finds that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein is in the best interests of the El Dorado County Fire Protection District.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the El Dorado County Fire Protection District hereby authorizes the deposit and withdrawal of El Dorado County Fire Protection District monies in the Local Agency Investment Fund in the State Treasury in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein.

BE IT FURTHER RESOLVED, as follows:

Section 1. The following El Dorado County Fire Protection District officers holding the title(s) specified hereinbelow **or their successors in office** are each hereby authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund and may execute and deliver any and all documents necessary or advisable in order to effectuate the purposes of this resolution and the transactions contemplated hereby:

Brad Gates
Fire Chief
El Dorado County Fire Protection District
Date: _____

Ben Anderson
Deputy Chief of Administration
El Dorado County Fire Protection District
Date: _____

Section 2. This resolution shall remain in full force and effect until rescinded by the Board of Directors of the El Dorado County Fire Protection District by resolution, and a copy of the resolution rescinding this resolution is filed with the State Treasurer's Office.

PASSED AND ADOPTED, by the Board of Directors of the El Dorado County Fire Protection District, County of El Dorado, State of California on June 18, 2026.

AYES: Director(s): _____

NOES: Director(s): _____

ABSENT: Director(s): _____

ABSTAIN: Director(s): _____

Board Chair / President

Board of Directors

El Dorado County Fire Protection District

Date: _____

Clerk of the Board

El Dorado County Fire Protection District

Date: _____

CERTIFICATION

I, the undersigned, Clerk of the Board of Directors of the El Dorado County Fire Protection District, hereby certify that the foregoing is a true and correct copy of Resolution No. 2026-15, duly adopted by the Board of Directors at a regular meeting thereof held on June 18, 2026, and that said Resolution has not been amended, modified, or rescinded and is in full force and effect as of the date of this certification.

Clerk of the Board of Directors

El Dorado County Fire Protection District

Date: _____

Note: This Resolution must be adopted by the governing body. Please submit an original resolution or a certified copy of the resolution to LAIF. A certified copy is (1) a copy of the resolution affixed with the seal of the agency, or (2) a copy of the resolution attested by the Board Secretary with his/her signature.



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

501 Pleasant Valley Road • Diamond Springs, CA 95619 • (530) 644-9630

BOARD AGENDA ITEM 2
RESOLUTION NO. 2026-16

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
EL DORADO COUNTY FIRE PROTECTION DISTRICT
AUTHORIZING DEPOSIT AND WITHDRAWAL OF MONIES
IN THE LOCAL AGENCY INVESTMENT FUND**

WHEREAS, California Government Code Section 16429.1 authorizes local agencies to deposit monies in the State of California Local Agency Investment Fund (LAIF) for the purpose of investment as stated therein; and

WHEREAS, the El Dorado County Fire Protection District (the "District") has adopted an Investment Policy authorizing participation in LAIF as the District's primary investment vehicle for idle operating funds and reserve balances, consistent with the requirements of California Government Code Section 53600 et seq.; and

WHEREAS, the State Treasurer's Office requires that local agencies wishing to participate in LAIF provide a resolution of the governing board authorizing participation and designating the officers authorized to execute deposits, withdrawals, and other LAIF transactions on behalf of the agency; and

WHEREAS, the Board of Directors finds that participation in LAIF is in the best interest of the District and its taxpayers, providing a safe, liquid, and competitive investment vehicle for District funds under direct District management.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the El Dorado County Fire Protection District does hereby find, determine, declare, resolve, and order as follows:

SECTION 1. LAIF Participation Authorized. The El Dorado County Fire Protection District is hereby authorized to deposit and withdraw monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of California Government Code Section 16429.1, for the purpose of investment as stated therein.

SECTION 2. Authorized Officers. The following officers of the District are hereby authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund on behalf of the El Dorado County Fire Protection District:

Primary Authorized Officer:

Brad Gates, Fire Chief
El Dorado County Fire Protection District

Secondary Authorized Officer:

[Investment Officer Name and Title]

El Dorado County Fire Protection District

SECTION 3. Investment Policy Compliance. All deposits to and withdrawals from LAIF shall be made in accordance with the District’s adopted Investment Policy and applicable provisions of California Government Code Section 53600 et seq.

SECTION 4. Prior Resolutions Superseded. This Resolution supersedes any and all prior resolutions of the District relating to LAIF participation or the investment of District funds, to the extent inconsistent herewith.

SECTION 5. Effective Date. This Resolution shall take effect immediately upon its adoption by the Board of Directors. A certified copy of this Resolution shall be transmitted to the State Treasurer’s Office as required to complete enrollment in LAIF.

PASSED, APPROVED, AND ADOPTED by the Board of Directors of the El Dorado County Fire Protection District at a regular meeting duly held on the 18th day of June, 2026, by the following vote:

AYES: Director(s): _____

NOES: Director(s): _____

ABSENT: Director(s): _____

ABSTAIN: Director(s): _____

Board Chair / President
Board of Directors
El Dorado County Fire Protection District
Date: _____

Clerk of the Board
El Dorado County Fire Protection District
El Dorado County Fire Protection District
Date: _____

CERTIFICATION

I, the undersigned, Clerk of the Board of Directors of the El Dorado County Fire Protection District, hereby certify that the foregoing is a true and correct copy of the Resolution duly adopted by the Board of Directors at a regular meeting thereof held on June 18, 2026, and that said Resolution has not been amended, modified, or rescinded and is in full force and effect as of the date of this certification.

Clerk of the Board of Directors
El Dorado County Fire Protection District
El Dorado County Fire Protection District
Date: _____



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

501 Pleasant Valley Road • Diamond Springs, CA 95619 • (530) 644-9630

STAFF REPORT

DATE:	June 18, 2026
TO:	Board of Directors, El Dorado County Fire Protection District
FROM:	Brad Gates, Fire Chief
SUBJECT:	Adoption of Fiscal Year 2025–26 Year-End Capital Investment Plan; Appropriation of \$300,000 from Projected Year-End Residual Revenue; and Allocation of Remaining Residual to District Reserves

RECOMMENDATION

Staff recommends that the Board of Directors:

- Accept the projected Fiscal Year 2025–26 combined year-end residual revenue of approximately \$700,000 from the operations of the El Dorado County Fire Protection District and the former Diamond Springs/El Dorado Fire Protection District, as presented in this report;
- Adopt the Fiscal Year 2025–26 Year-End Capital Investment Plan (CIP), appropriating \$300,000 of the year-end residual for the four capital and operational investment items itemized herein; and
- Direct the Fire Chief to allocate the remaining approximate \$400,000 of year-end residual revenue to the District's reserve accounts consistent with the adopted reserve policy.

BACKGROUND

Year-End Financial Position

As Fiscal Year 2025–26 draws to close, the District is projected to realize a combined year-end residual revenue in excess of expenditures from the operations of the El Dorado County Fire Protection District (ECF) and the former Diamond Springs/El Dorado Fire Protection District (DSP), which completed annexation into ECF in November 2024. Based on current revenue and expenditure projections, both ECF and DSP are expected to close the fiscal year with a combined residual of approximately \$700,000. Final amounts will be confirmed through the formal year-end close and audit process.

Residual Revenue Allocation	Estimated Amount
Combined Year-End Residual Revenue (ECF + DSP)	~\$700,000
Year-End Capital Investment Plan (CIP) Appropriation	(\$300,000)
Allocation to District Reserves	~(\$400,000)

Net Remaining After Allocations	\$0
---------------------------------	-----

CAPITAL INVESTMENT PLAN — SUMMARY

The following four items constitute the Fiscal Year 2025–26 Year-End Capital Investment Plan, totaling \$300,000:

#	CIP Item	Allocation	Funding Source
1	IT Infrastructure — RFP-EDCFD-2026-IT-01 Partial Funding	\$100,000	Year-End Residual Revenue
2	Truck 28 Equipment Fit-Out — USAR Type III / All-Risk Capability	\$15,274	Year-End Residual Revenue
3	Structural PPE — Compliance Audit True-Up (Account 4021)	\$99,925	Year-End Residual Revenue
4	Water Rescue Assemblies — Account 4507 (Technical Rescue/Water)	\$82,137	Year-End Residual Revenue
	TOTAL CIP APPROPRIATION	\$297,336	<i>All items confirmed. \$2,664 remaining within \$300K cap</i>

All four CIP items are fully confirmed with supporting documentation. Total confirmed appropriation is \$297,336, leaving \$2,664 within the Board-approved \$300,000 CIP cap to be retained as a minor contingency or returned to reserves at year-end close.

CIP ITEM 1 — IT INFRASTRUCTURE (\$100,000)

Justification

The \$100,000 CIP allocation provides initial capital funding toward the IT contract award, reducing the Year 1 budget impact and enabling the District to fund a portion of the one-time hardware and setup costs from year-end residual rather than the adopted operating budget. The CIP allocation may be applied to hardware (Part I) or onboarding and setup costs (Part II) as determined by the contract award structure. Remaining IT contract costs will be funded from the FY 2026–27 IT operating budget and/or the County annexation apportionment as previously authorized.

CIP Item 1 Allocation: \$100,000

CIP ITEM 2 — TRUCK 28 EQUIPMENT FIT-OUT (\$15,274)

Background and Justification

Truck 28 (T28) was placed in service in early 2025 at Station 28 and was primarily outfitted with transferred equipment from the former Diamond Springs/El Dorado Fire Protection District’s Truck 49. While the current inventory supports core truck company operations for commercial and multi-family structure fires, it does not

meet the District's all-risk operational needs. A comprehensive equipment review by Fire Captain Philip Lewandowski, submitted to Deputy Fire Chief Andrew Lemos, identified the following capability gaps:

- Salvage and Overhaul — Insufficient equipment to support effective salvage operations
- Hand Tools — Incomplete set of trade and specialty hand tools required for all-risk response
- Extrication — Gaps in vehicle and machinery rescue capability
- Urban Search and Rescue (USAR) — Apparatus is not currently equipped to function as a USAR Type III (Light) Rescue unit
- On-Board Battery Charging — No dedicated charging/electrical infrastructure for battery-operated tools

Approval of this CIP item will position Truck 28 as a USAR Type III (Light) Rescue-capable apparatus with increased rope rescue, vehicle/machinery rescue, and salvage capabilities — aligned with ECF's all-risk response mission and Auto-aid obligations. The investment supports the long-term service life of the apparatus and reduces reliance on outside specialty resources.

Equipment Detail — Truck 28 Fit-Out

Salvage / Overhaul

Qty	Description	Model / Vendor	Amount
1	Steel Wheelbarrow	Wellmade 401161	\$229.00
1	Metal Staple Gun	Husky M50270kit	\$19.97
1	20'x100' 6mil Plastic Sheeting	HDX CFHD0620C	\$127.00
Salvage / Overhaul Subtotal		\$375.97	

Hand Tools / Miscellaneous Tools

Qty	Description	Model / Vendor	Amount
1	Allen Wrench Set SAE/Metric	HLAHKSM26PC-06	\$9.97
1	Screwdriver Set	246340100	\$24.97
1	Socket Set SAE/Metric	—	\$250.00
1	Pipe Wrench 14"	WG-40-14	\$23.97
1	Pipe Wrench 18"	WG-40-18	\$28.97
1	8" Crescent Wrench	90128	\$14.97
1	12" Crescent Wrench	90130	\$20.97
1	Channel Lock Plier Set (5-piece)	GS-50	\$109.95
1	5" Vise Grip	48-22-3405	\$13.97
1	10" Vise Grip	48-22-3410	\$17.97
1	19oz Framing Hammer	48-22-9316	\$29.97
1	Cat Paw / Flat Bar Set	48-22-9034/9030	\$26.97
1	Utility Knife and Spare Blades	54	\$7.97
1	Hacksaw and Blades	48-22-0050	\$24.97
1	25' Tape Measure	33-42D	\$9.97
1	Tin Snips	M3R	\$12.97

1	Flat Bastard File 10"	21868NN	\$10.97
1	Open Box Wrench SAE/Metric Set	HCW24PCSM-05	\$63.97
1	Drill/Hammer 1/2" + 1/4" Impact Driver	DCD794D1WCF809B	\$248.00
1	Drill Bits Set	48-89-2802	\$69.97
1	Flexvolt 60V Max 7-1/4" Worm Drive Saw	DCS577X1	\$499.00
1	Dremel Tool	4300-5/40	\$99.00
1	Electric Grinder	—	\$118.00
1	Roll Duct Tape	—	\$13.48
1	Mirror on Stick	41817	\$9.99
Hand Tools Subtotal			\$1,760.91

Extrication

Qty	Description	Model / Vendor	Amount
2	Cribbing Set — USAR Type III Requirements	—	\$100.00
1	Chain Set	—	\$300.00
1	Rescue 42's (Reuse) / New Straps	—	\$300.00
1	Reciprocating Saw (Battery)	DCS389DWDCB609	\$399.00
Extrication Subtotal			\$1,099.00

USAR Type III / Rescue

Qty	Description	Model / Vendor	Amount
2	Utility Knife with Spare Blades	54	\$15.94
3	6" Bubble Level	587-24	\$20.91
3	Speed Square	2990	\$35.91
2	25' Tape Measure	CB2126	\$66.80
2	Haul Buckets	33-42D	\$19.94
2	1"x7-7/8" Cold Chisel	86A-7/8X8	\$15.94
6	Lumber Crayon (Red)	—	\$19.88
6	Lumber Crayon (Yellow)	—	\$19.88
4	Chalk Marking	—	\$15.00
1	Hacksaw and Spare Blades (12)	48-22-0050 / DWHT20552	\$72.79
3	2-4 lb Sledge Hammer	CHFENG40	\$65.91
1	25 lbs 16D Sinker Nail	77199	\$78.37
1	25 lbs 8D Sinker Nail	8DUP30BK	\$88.46
1	Roll Duct Tape	—	\$13.48
2	26" Cross Cut Hand Saw	20-065	\$59.98
1	Ball Peen Hammer	822250	\$14.68
2	19oz Framing Hammer	48-22-9316	\$59.94
3	Carpenter Belts (2-Pouch)	HD00168	\$113.94

40	Triage Ribbons (Yellow/White/Green/Red/Blue — 8 ea.)	—	\$125.00
1	Red Flagging Roll	—	\$15.00
6	4x4x8' Lumber (Shoring Material)	—	\$500.00
1	Shoring Guide	—	\$39.00
1	Cutting Torch System	—	\$800.00
USAR Type III / Rescue Subtotal			\$2,276.75

Electrical / Charging / Storage

Qty	Description	Model / Vendor	Amount
1	Wiring / Fuse Blocks	—	\$250.00
1	Storage Box / Containers	—	\$3,500.00
1	Inverter	—	\$1,250.00
Electrical / Charging Subtotal			\$5,000.00

Additional Items

Qty	Description	Model / Vendor	Amount
1	Rope (TBD on needs)	—	\$3,000.00
—	Contingency	—	\$500.00
Additional Items Subtotal			\$3,500.00

Equipment Subtotal	\$14,012.63
Sales Tax (9%)	\$1,261.14
CIP ITEM 2 TOTAL	\$15,273.77

CIP ITEM 3 — STRUCTURAL PPE COMPLIANCE AUDIT TRUE-UP (\$99,925)

Justification

The District recently completed a compliance audit of personal protective equipment (PPE) across the combined post-annexation workforce consistent with NFPA 1851 (Standard on Selection, Care, and Maintenance of Protective Ensembles for Structural Fire Fighting) and applicable Cal/OSHA regulations. The audit identified a number of PPE items requiring replacement, supplementation, or upgrade to bring the combined workforce into full compliance, including integration of former DSP personnel and equipment into the reorganized District's PPE program.

The PPE procurement is coded to Account No. 4021 (Structural PPE) under Services and Supplies.

PPE Detail — Account No. 4021 (Structural PPE)

Qty	Item	Vendor	Amount	Justification
40	Cairns 880 Helmets	L.N. Curtis	\$18,959.60	<i>District-issued compliant helmets for all personnel</i>
12	Morning Pride PPE Pants and Jacket Sets	NorCal PPE	\$51,865.68	<i>Replace expired turnouts; outfit newer members lacking second sets due to limited stock</i>
9	Med-Pro PAO PPE Sets	—	\$17,100.00	<i>Outfit PAOs for the District's 6th ambulance</i>
—	PPE Repair, Boot Replacement, and Contingency	Miscellaneous	\$12,000.00	<i>Anticipated cost of boot replacement and routine PPE maintenance</i>
CIP ITEM 3 TOTAL			\$99,925.28	

CIP ITEM 4 — WATER RESCUE ASSEMBLIES — ACCOUNT 4507 (\$82,137)

Justification

The District's post-annexation service area includes significant swift water and flood rescue exposure across multiple watersheds. The District currently lacks a fully equipped, dedicated water rescue technician complement capable of meeting the operational demands of the combined service area. This CIP item funds the procurement of water rescue personal protective equipment and gear to outfit thirty (30) water rescue technicians with a complete, standardized assembly consistent with current industry standards for swiftwater/flood rescue operations.

All items are to be procured through competitive bid (Account No. 4507, Technical Rescue — Water, under Services and Supplies). This investment directly supports the District's all-risk response mission, reduces reliance on outside specialty resources, and positions the District to meet mutual aid and Auto-aid expectations for technical water rescue capability across the post-annexation service area.

Equipment Detail — Account No. 4507 (Technical Rescue — Water)

Qty	Item	Vendor	Unit Cost	Line Total
30	Sweet Protection Rocker Helmet	Bid	\$139.00	\$4,170.00
30	Mustang Universal Rescue Vest	Bid	\$225.00	\$6,750.00
30	Water Rescue Whistle	Bid	\$5.90	\$177.00
30	Water Rescue Knife	Bid	\$48.00	\$1,440.00

30	Water Rescue Throw Bag	Bid	\$176.00	\$5,280.00
30	Duffle Bag	Bid	\$175.00	\$5,250.00
30	Mustang Sentinel Dry Suit	Bid	\$1,510.50	\$45,315.00
30	Mustang Sentinel Dry Suit Liner	Bid	\$220.00	\$6,600.00
30	Water Rescue Boots	Bid	\$200.00	\$6,000.00
30	NRS Tow Tether	Bid	\$38.50	\$1,155.00
CIP ITEM 4 TOTAL — 30 Complete Water Rescue Technician Assemblies			\$82,137.00	

FISCAL IMPACT

The Year-End Capital Investment Plan is funded entirely from projected year-end residual revenue and requires no supplemental appropriation from the General Fund operating budget, no draw on existing reserves, and no additional revenue action. All expenditures are contingent on the District realizing the projected \$700,000 combined residual; final amounts will be confirmed through year-end close and audit.

CIP Fiscal Summary	Amount
Item 1 — IT Infrastructure (RFP-EDCFD-2026-IT-01)	\$100,000.00
Item 2 — Truck 28 Equipment Fit-Out (incl. 9% tax)	\$15,273.77
Item 3 — Structural PPE — Account 4021 (incl. contingency)	\$99,925.28
Item 4 — Water Rescue Assemblies — Account 4507 (30 technician sets)	\$82,137.00
Total Confirmed CIP Expenditures	\$297,336.05
CIP Contingency Retained / Returned to Reserves	\$2,663.95
TOTAL CIP APPROPRIATION	\$300,000.00
Allocation to District Reserves	~\$400,000.00
Total Year-End Residual Deployed	~\$700,000.00

ENVIRONMENTAL REVIEW

Adoption of this Capital Investment Plan and appropriation of year-end residual revenue is not a “project” within the meaning of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378. The acquisition of equipment does not constitute a project under CEQA. No further environmental review is required.

CONCLUSION

The Fiscal Year 2025–26 Year-End Capital Investment Plan represents a disciplined and targeted deployment of projected year-end residual revenue to address four identified operational priorities: IT infrastructure modernization, Truck 28 all-risk capability completion, NFPA 1851 PPE compliance, and water rescue

capability. Each investment directly supports the District's operational readiness, regulatory compliance, and post-annexation integration objectives.

Staff recommends the Board adopt the Year-End CIP, authorize the \$300,000 appropriation as described, and direct the remaining ~\$400,000 to District reserves.

Respectfully submitted,

Brad Gates, Fire Chief
El Dorado County Fire Protection District

ATTACHMENTS: None



EL DORADO COUNTY

FIRE PROTECTION DISTRICT

501 Pleasant Valley Road • Diamond Springs, CA 95619 • (530) 644-9630

STAFF REPORT

DATE:	June 18, 2026
TO:	Board of Directors, El Dorado County Fire Protection District
FROM:	Brad Gates, Fire Chief
THROUGH:	Jacob Poganski, Division Chief / Fire Marshal
SUBJECT:	Approval of Professional Services Agreement with SCI Consulting Group for Fire Prevention Cost of Service Study; Authorization to Fund from County Annexation Apportionment with Reserve Draw if Required at Fiscal Year Close

RECOMMENDATION

Staff recommends that the Board of Directors:

- Approve the Professional Services Agreement between the El Dorado County Fire Protection District and SCI Consulting Group for a Fire Prevention Cost of Service Study and related consulting services in an amount not to exceed \$30,000 [per executed engagement letter dated June 9, 2026], with a term through December 31, 2026;
- Authorize the Fire Chief to execute the agreement and to take all actions necessary to administer the engagement on behalf of the District; and
- Authorize funding of the agreement from the District's \$400,000 County annexation apportionment designated for annexation-related costs.

BACKGROUND

Current Fire Prevention Fee Structure and Need for Update

The El Dorado County Fire Protection District (the "District") currently collects fire prevention fees for inspection, plan review, and related permitting services provided by the Fire Prevention Division. The District's current prevention fee schedule has not been comprehensively updated in recent years and does not fully reflect the actual cost of delivering these services.

California law requires that fees charged by public agencies for services such as fire prevention inspections and plan reviews not exceed the reasonable cost of providing those services. At the same time, the General Fund should not be required to subsidize fee-eligible activities the cost of delivering prevention services to regulated businesses and development projects should, to the extent practicable, be recovered through the fees charged for those services.

A current review of comparable fire agency prevention fee schedules throughout California reveals that the District's fees are materially below industry standards for similar services. Under-pricing of prevention fees results in the District's General Fund subsidizing services that are legally and equitably recoverable through cost-based fees, reducing resources available for emergency response and other core District functions.

Post-Annexation Prevention Program Expansion

The completed annexation of the Diamond Springs/El Dorado Fire Protection District (DSP) into the El Dorado County Fire Protection District has substantially expanded the geographic boundaries, population served, and commercial and industrial inspection workload of the Fire Prevention Division. The reorganized District now encompasses a significantly larger service area, including additional commercial corridors, industrial properties, high-hazard occupancies, and new development projects that require fire prevention services.

The post-annexation expansion of the Prevention Division's workload has not yet been reflected in the District's fee schedule. A comprehensive Cost of Service Study is necessary to establish fees that accurately reflect the current cost of service delivery across the expanded, post-annexation District — including the cost of staffing, personnel time, overhead, and equipment attributable to fee-funded prevention activities.

SCI Consulting Group Proposal

Staff solicited and received a proposal from SCI Consulting Group ("SCI"), a California-based public finance consulting firm specializing in fee studies, cost of service analyses, and revenue program development for public agencies. SCI has been serving California public agencies for over 40 years and brings extensive experience with fire protection funding mechanisms, prevention fee programs, and legally defensible cost recovery studies.

The proposal was submitted on June 9, 2026, addressed to Division Chief / Fire Marshal Jacob Poganski, and is directed at establishing a legally defensible, well-documented cost basis for the District's prevention fee program. The engagement is structured to ensure the District recovers the full reasonable cost of delivering inspection and plan review services, that fees are consistent with California law and industry standards, and that the District's General Fund is not subsidizing fee-eligible prevention activities.

DISCUSSION

Purpose and Strategic Value of the Study

The Fire Prevention Cost of Service Study ("Study") will provide the District with the analytical foundation necessary to update its prevention fee schedule in a legally compliant, publicly defensible, and equitable manner. The Study is designed to:

- Evaluate the District's current fire prevention inspection and plan review fees against the actual cost of providing those services and against comparable fee schedules at peer agencies throughout California.
- Establish a documented cost basis for each fee category, including direct personnel costs, overhead allocations, and equipment and facilities costs attributable to fee-funded activities.
- Develop updated fee recommendations that recover the full reasonable cost of service and are consistent with California Government Code Section 66014 and applicable legal standards for fee-setting.
- Ensure that the updated fee schedule reflects the expanded post-annexation workload of the Prevention Division and the cost structure of the reorganized District.

- Produce a final Study document that can be presented to the Board, published for public review, and used to defend the District’s fee schedule in the event of a legal challenge or audit.

Need to Align Fees with Industry Standards

Staff has reviewed prevention fee schedules at comparable California fire agencies and determined that the District’s current fees are substantially below both the cost of service and the fees charged by peer agencies for similar services. Industry standards for fire prevention plan review and inspection fees are typically established through formal cost studies, and most comparable agencies update their fee schedules on a regular cycle, typically every three to five years, to ensure ongoing cost recovery.

The failure to maintain cost-based fees results in an effective subsidy of private development and commercial activity by the District’s General Fund, a structurally inequitable outcome that reduces the resources available for emergency response, apparatus maintenance, personnel, and other core operational functions. The SCI Study will provide the Board with the data necessary to adopt a fee schedule that is both legally defensible and equitable to District taxpayers.

Engagement Terms Summary

Contractor:	SCI Consulting Group — Fairfield, California
Services:	Fire Prevention Cost of Service Study and Related Consulting Services
Submitted To:	Jacob Poganski, Division Chief / Fire Marshal, ECFPD
Date of Proposal:	June 9, 2026
Contract Amount:	\$30,000 [per executed engagement letter — to be confirmed]
Term:	Commences upon execution; through December 31, 2026
Cancellation:	Either party may cancel with reasonable written notice; payment due for work completed through cancellation date
Insurance — E&O:	\$2 million per occurrence / \$2 million aggregate
Insurance — General Liability:	\$2 million per occurrence / \$4 million aggregate
Contractor Status:	Independent contractor; no conflicts of interest disclosed
Signatory (District):	Brad Gates, Fire Chief
Signatory (SCI):	John Bliss, President, SCI Consulting Group

FISCAL IMPACT AND FUNDING

Funding Source — County Annexation Apportionment

The District has received a \$400,000 County apportionment designated for costs associated with the annexation of DSP into ECF and the operational integration of the reorganized District. The Fire Prevention Cost of Service Study is a direct and appropriate use of annexation transition funds. The expanded Prevention Division workload, the need to update the fee schedule to reflect the post-annexation cost structure, and the associated study costs all arise directly from the annexation and the District’s obligation to establish a unified, cost-based fee program for the reorganized service area.

Staff proposes that the cost of the SCI engagement be funded from the \$400,000 County annexation apportionment, consistent with the purpose for which those funds were received. This designation preserves the District's General Fund operating budget from absorption of the study cost while ensuring the work is completed in a timely manner.

Return on Investment

The SCI Cost of Service Study is expected to generate a significant and ongoing return for the District. Updated, cost-based prevention fees will reduce or eliminate the current General Fund subsidy of prevention activities, increasing net General Fund revenue available for operations. Industry experience with cost of service studies at comparable fire agencies suggests that fee revenue increases following adoption of updated cost-based schedules typically range from 25% to 75% above prior fee levels, depending on the degree to which prior fees were below cost. Even a modest increase in prevention fee revenue is expected to more than offset the one-time cost of the Study within the first year of implementation.

LEGAL AND POLICY COMPLIANCE

- California Government Code Section 66014 authorizes public agencies to charge fees for regulatory services, including fire prevention inspections and plan reviews, not to exceed the reasonable cost of providing those services. The SCI Study is designed to establish a legally defensible cost basis consistent with these requirements.
- The engagement is consistent with the District's procurement policies. Direct engagement of a specialized consulting firm for a cost of service study of this type and value is consistent with standard public agency practice and applicable procurement thresholds.
- SCI has disclosed no conflicts of interest in connection with this engagement.
- SCI will perform services as an independent contractor. No employer-employee relationship is created.
- Insurance requirements are satisfied: SCI carries \$2M/\$2M E&O coverage and \$2M/\$4M general liability coverage.
- The proposed funding from the County annexation apportionment is consistent with the purpose for which those funds were received.

ENVIRONMENTAL REVIEW

The approval of a professional services agreement for a consulting study is not a "project" within the meaning of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378, as it involves administrative and analytical activities that will not result in a direct or indirect physical change to the environment. No further environmental review is required.

CONCLUSION

The Fire Prevention Cost of Service Study is a critical and time-sensitive investment in the District's long-term fiscal health and operational sustainability. The District's current prevention fees are below both the actual cost of service and industry standards, resulting in an inequitable General Fund subsidy of fee-eligible activities. The post-annexation expansion of the Prevention Division's workload has further widened this gap and reinforces the need for an immediate, comprehensive fee update.

SCI Consulting Group brings the specific expertise, California public agency experience, and legal defensibility required to deliver a high-quality Study within the proposed timeframe. The engagement is appropriately funded from the County annexation apportionment. The Study is expected to generate a return that more than offsets its one-time cost within the first year of implementation of updated fees.

Staff recommends the Board approve the agreement, authorize the Fire Chief to execute on behalf of the District, and authorize the funding and reserve draw provisions as described in this report.

Respectfully submitted,

Brad Gates, Fire Chief

El Dorado County Fire Protection District

ATTACHMENTS:

- A. SCI Consulting Group Engagement Letter and Proposal — Fire Prevention Cost of Service Study, dated June 9, 2026
- B. Summary of Current District Prevention Fee Schedule (to be provided by Fire Prevention Division)
- C. Comparable Agency Prevention Fee Survey — Selected California Fire Agencies (to be provided by Fire Prevention Division)

Tuesday, June 9, 2026

Submitted via Email

poganskij@eldofire.com

Jacob Poganski, Division Chief / Fire Marshal
El Dorado County Fire Protection District
501 Pleasant Valley Road
Diamond Springs, CA 9561

Re: Proposal for Fire Prevention Cost of Service Study and Related Consulting Services

Dear Chief Poganski:

SCI Consulting Group (“SCI”) is pleased to submit this engagement letter for your review to provide a Fire Prevention Cost of Service Study (“Study”) for the El Dorado County Fire Protection District (“District”). We understand that the District wishes to evaluate its current fire prevention inspection and plan review fees to ensure they are aligned with the actual cost of providing these services. The purpose of this Study is to establish a defensible, well-documented cost basis for the District’s prevention fee program, ensuring that the District recovers the reasonable cost of delivering inspection and plan review services and that the District’s General Fund is not subsidizing fee-eligible activities.



SCI has been serving California public agencies for four decades. We firmly believe that our extensive expertise with fee programs, the District, and other fire protection funding mechanisms offers the District the best opportunity to establish a legally compliant and defensible prevention fee program in the timeliest manner. Our approach to the Study would be based on close interaction and coordination with District staff and other key stakeholders. If selected, SCI would provide comprehensive services in a manner that limits the time and resources of the District.

Please feel free to contact us if you would like to discuss any aspect of our proposal. I can be reached at 707-816-9101 or via email at blair.aas@sci-cg.com.

Sincerely,



Blair E. Aas, Vice President / Principal
SCI Consulting Group

cc: Chief Brad Gates, El Dorado County Fire Protection District

WORK PLAN AND APPROACH

Based on our current understanding of the engagement, the required technical analysis, and the District's needs, we propose the following scope of work and approach. Our approach to the Study would be based on close interaction and coordination with District staff. If selected, SCI would provide comprehensive services that limit the District's time and resources by following solid project management principles. We will ensure that the project deliverables are of the highest quality, legally defensible, timely, and on budget.

Task 1: Initial Research and Planning. SCI will first coordinate with District staff to review the District's current prevention fee schedules, recent financial and budget data, prevention activity and workload statistics, and the District's existing inspection and plan review procedures. We will hold a virtual kickoff meeting to discuss goals, methodologies, and timelines, as well as to finalize the information request list needed for the Study. This early coordination establishes a shared understanding of the prevention services the District provides, the staff and resources dedicated to those services, and the fee categories to be analyzed, providing a sound foundation for the cost of service analysis that follows.

Task 2: Data Collection and Cost Allocation Analysis. SCI will gather detailed cost and workload data from the District necessary to determine the fully-burdened cost of providing fire prevention inspection and plan review services. This includes direct personnel costs for prevention staff, such as salaries, benefits, and payroll-related expenses, as well as the indirect and overhead costs that support the delivery of these services, including administrative support, supervision, facilities, equipment, training, and vehicle costs. Using this data, SCI will calculate fully-burdened hourly rates for the prevention personnel who perform inspection and plan review activities. We will also work with District staff to document the typical time required to complete each fee-eligible activity, establishing the link between staff effort and the cost of each service. This activity-level analysis forms the basis for a defensible, transparent fee schedule that recovers the reasonable cost of each prevention service the District provides.

Task 3: Cost Analysis and Fee Determination. Using the fully-burdened hourly rates and activity-level time estimates developed in Task 2, SCI will calculate the full cost of providing each fire prevention inspection and plan review service. Based on these calculations, SCI will determine the maximum justifiable fee for each service and prepare recommended fee levels consistent with the District's policy objectives and applicable legal requirements. Where the District's current fees recover less than the full cost of service, we will identify the gap and present options for the District's consideration, including full cost recovery and any policy-based discounts or subsidies the District may wish to retain. We will review the preliminary cost analysis and recommended fees with District staff to confirm the methodology, assumptions, and results prior to preparing the draft report.

Task 4: Administrative Draft Study. SCI will prepare an Administrative Draft of the Fire Prevention Cost of Service Study for District staff review. The draft will clearly document the methodology, fully burdened cost calculations, activity-level analysis, and the recommended fee schedule. This deliverable provides the District with a complete, defensible cost basis for its prevention fees and serves as the foundation for the District's decision regarding fee adoption.

Task 5: Final Study and Adoption Support. Following one consolidated set of staff comments on the Administrative Draft, SCI will finalize the Study. The final report will include clear documentation of methods, findings, and recommendations, along with the cost-justified fee schedule. To support the District’s adoption of the updated fees, SCI will also prepare a draft resolution and a notice of public hearing for the Board’s consideration. Task 5 will proceed upon the District’s authorization following its review of the Administrative Draft.

Tentative Timeline. SCI is ready to proceed with this engagement upon execution of this letter. Following the kickoff meeting and the District’s delivery of the requested cost and workload data, preparation of the Administrative Draft Study is expected to take approximately one month. Following the District’s review, adoption of the updated fees can occur approximately one to two months later, subject to the District’s Board meeting schedule and public hearing noticing requirements.

FEE SCHEDULE / MANNER OF PAYMENT

In consideration of the work accomplished, as outlined in the Work Plan, SCI shall be compensated as detailed below. Our professional fees are based on our understanding of the District’s needs and the level of effort we expect to be necessary to complete the Work Plan successfully.

TASK	FIXED FEE
Task 1: Initial Research and Planning	\$2,400.00
Task 2: Data Collection and Cost Allocation Analysis	\$6,100.00
Task 3: Cost Analysis and Fee Determination	\$4,800.00
Task 4: Administrative Draft Study	\$3,600.00
Task 5: Final Study and Adoption Support	\$1,500.00
SUBTOTAL	\$18,400.00
Incidental Costs NTE ¹	\$1,000.00
TOTAL AUTHORIZATION ^{1,2}	\$19,400.00

¹ Customary incidental expenses, including travel, lodging, printing, postage, data, or other out-of-pocket costs, shall be billed at actual cost plus 10%, not to exceed \$1,000, without prior authorization from the District. Mileage expenses shall be billed at the IRS-approved rate.

² The Work Plan includes no in-person meetings. As necessary and at the discretion of the District, SCI will attend in-person meetings at the in-person meeting rate of \$1,250 per consultant per meeting for the duration of the Work Plan. Video and voice conferences are not considered in-person meetings in the Work Plan.

After completing each task, SCI shall submit an invoice for the work performed. Payments shall be due and payable upon submitting an invoice for each completed task.

OTHER TERMS AND CONDITIONS

Employment Policies. SCI Consulting Group ensures compliance with all civil rights laws and other related statutes. SCI does not and shall not discriminate against any employee in the workplace, against any applicant for such employment, or against any other person because of race, religion, sex, color, national origin, handicap, age, or any other arbitrary basis.

Conflict of Interest Statements. SCI has no known past, ongoing, or potential conflicts of interest for working with the District, performing the Work Plan, or any other service for this project.

Independent Contractor. SCI shall perform all services included in this proposal as an independent contractor if selected.

Insurance Requirements. SCI carries professional errors and omissions insurance in the amount of \$2 million per occurrence and \$2 million aggregate. SCI also carries general liability insurance in the amount of \$2 million per occurrence and \$4 million aggregate. SCI will provide proof of insurance upon request.

Indemnification. SCI's duty to defend and indemnify shall be limited to claims directly resulting from our negligence, recklessness, or willful misconduct in executing the Work Plan.

Cancellation. The District or SCI may end the engagement without cause with reasonable written notice. In the event that the engagement is canceled, payment shall still be due for all work performed, including any portion of a task, by SCI through the date of the notification of cancellation.

Term. The term of this engagement shall commence upon execution of this letter by both parties and shall remain in effect through December 31, 2026, unless earlier canceled as provided herein or extended by mutual written agreement of both parties.

AUTHORIZATION AND ACCEPTANCE OF ENGAGEMENT

To confirm your acceptance of this engagement and the terms set forth in this letter, please sign and return a copy of this letter. Upon execution by both parties, this letter will serve as the agreement between the District and SCI for the provision of the services described herein.

Accepted By:

Brad Gates, Fire Chief
El Dorado County Fire Protection District

Date: _____

Accepted By:



John Bliss, President
SCI Consulting Group

Date: June 9, 2026



EL DORADO COUNTY FIRE PROTECTION DISTRICT

Monthly Run Review

May 2026

Stations 17 · 19 · 25 · 28 · 49 · 72



DISTRICT OVERVIEW — MAY 2026

El Dorado County Fire Protection District



2,165

Total District Calls

All Stations

797

Engine Calls

All Stations

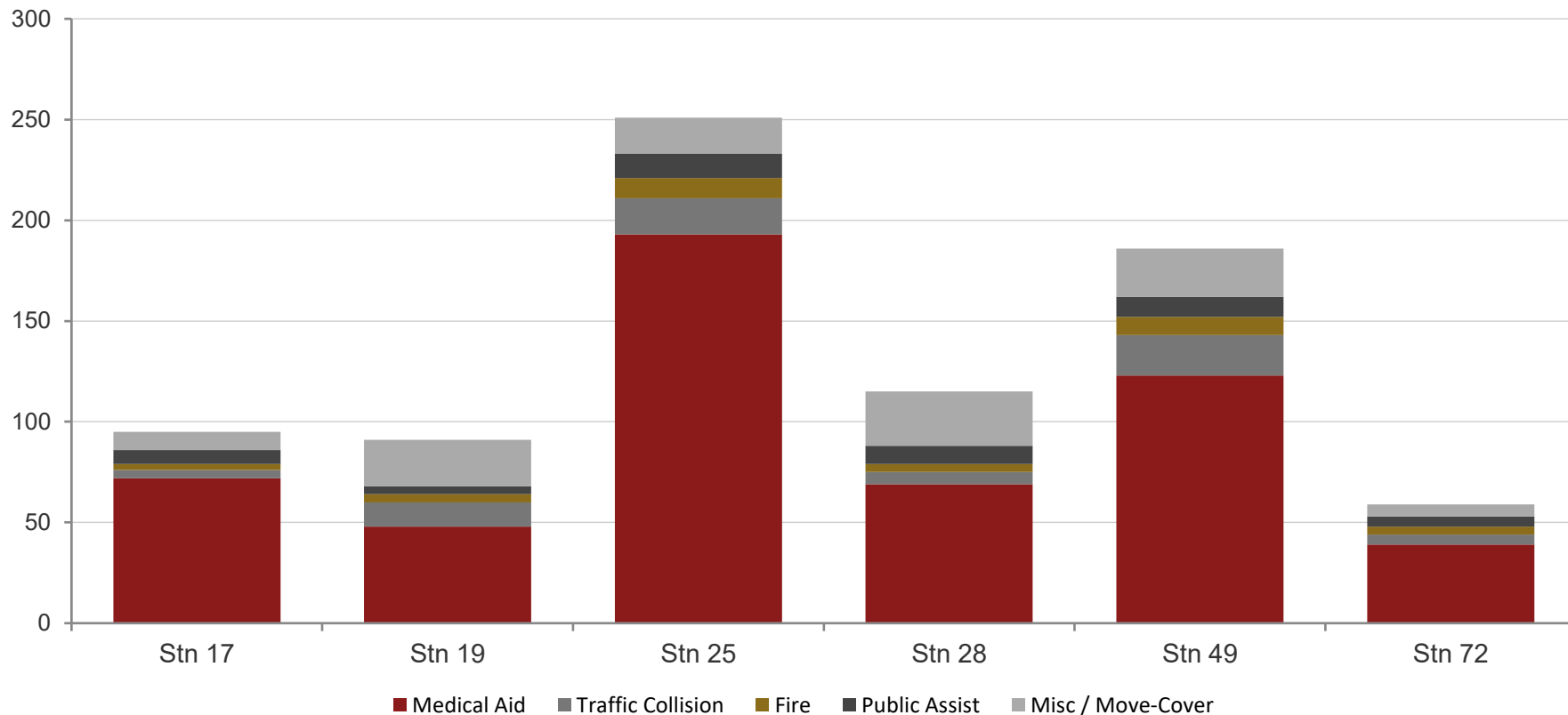
STATION BREAKDOWN

Station	Engine Calls	Medic Calls	Total
Station 17	95	256	351
Station 19	91	247	338
Station 25	251	257	508
Station 28	115	317	432
Station 49	186	291	477
Station 72	59	—	59
TOTAL	797	1,368	2,165



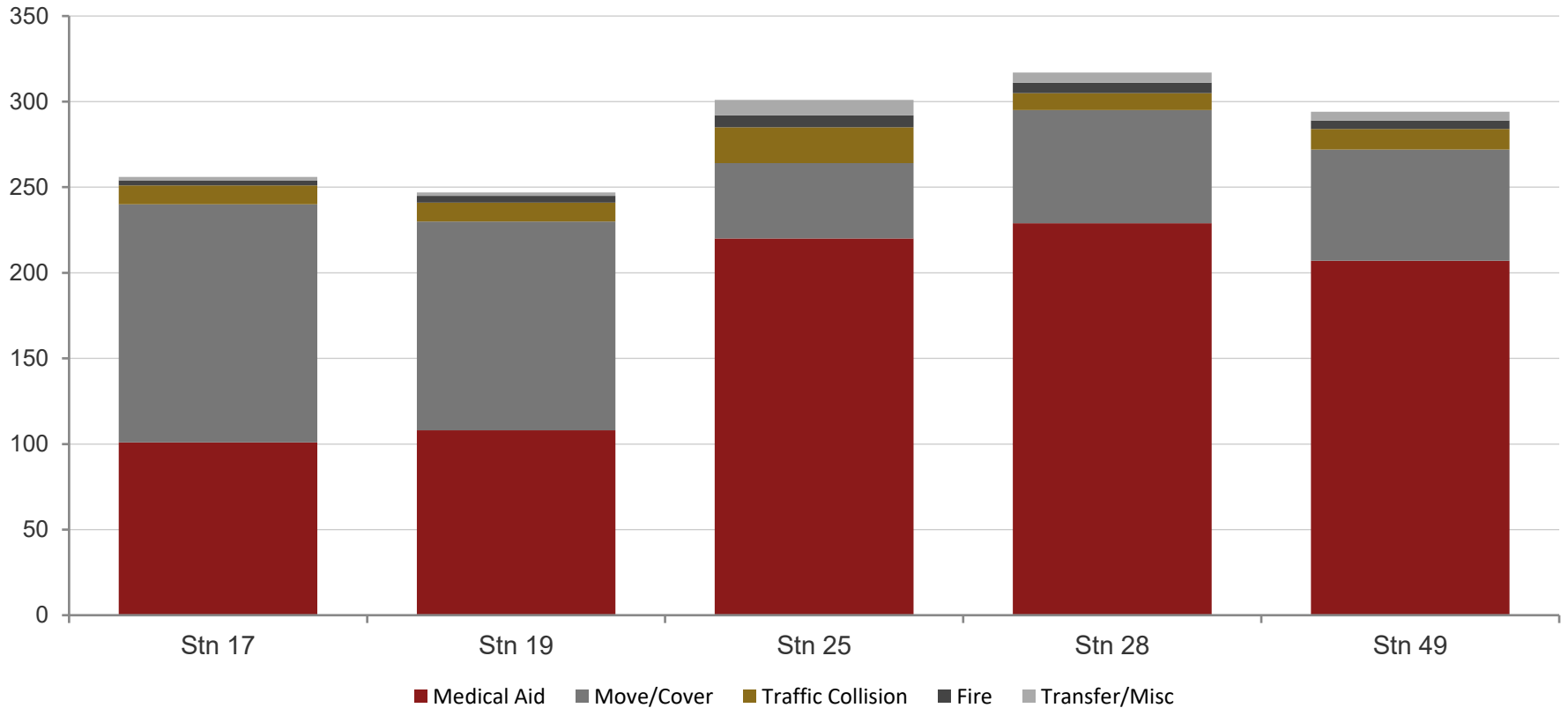
ENGINE COMPANIES — CALL TYPE BREAKDOWN

May 2026 · All Stations



MEDIC UNITS — CALL TYPE BREAKDOWN

May 2026 · Stations 17, 19, 25, 28, 49



STATION 17 — MAY 2026

May 2026 · El Dorado County Fire Protection District



95

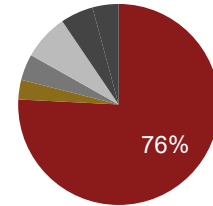
Engine 17 Calls

256

Medic 17 Calls

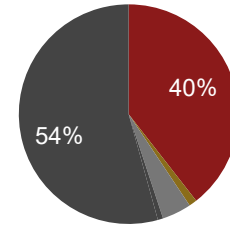


ENGINE 17 — CALL TYPES



- Medical Aid
- Fire
- Traffic Col.
- Public Assist
- Misc
- Move/Cover

MEDIC 17 — CALL TYPES



- Medical Aid
- Fire
- Traffic Col.
- Misc
- Move/Cover

Top Engine Call: Medical Aid (72) · Top Medic Call: Move/Cover (139) · Station Total: 351 calls

STATION 19 — MAY 2026

May 2026 · El Dorado County Fire Protection District



91

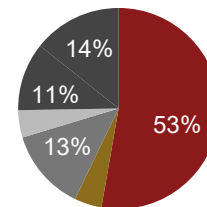
Engine 19 Calls

247

Medic 19 Calls

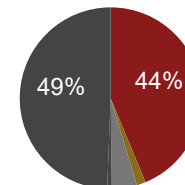


ENGINE 19 — CALL TYPES



■ Medical Aid ■ Fire ■ Traffic Col.
■ Public Assist ■ Misc/Alarm ■ Move/Cover

MEDIC 19 — CALL TYPES



■ Medical Aid ■ Fire
■ Traffic Col. ■ Misc/Alarm
■ Move/Cover

Top Engine Call: Medical Aid (48) · Top Medic Call: Move/Cover (122) · Station Total: 338 calls

STATION 25 — MAY 2026

May 2026 · El Dorado County Fire Protection District



251

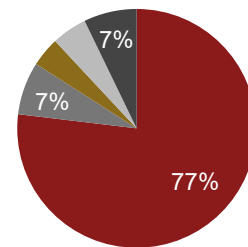
Engine 25 Calls

257

Medic 25 Calls

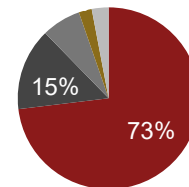


ENGINE 25 — CALL TYPES



■ Medical Aid ■ Traffic Col. ■ Fire ■ Public Assist ■ Misc

MEDIC 25 — CALL TYPES



■ Medical Aid ■ Move/Cover ■ Traffic Col.
■ Fire ■ Transfer/Misc

Top Engine Call: Medical Aid (193) · Top Medic Call: Medical Aid (220) · Station Total: 508 calls

STATION 28 — MAY 2026

May 2026 · El Dorado County Fire Protection District



115

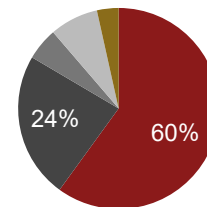
Engine 28 Calls

317

Medic 28 Calls

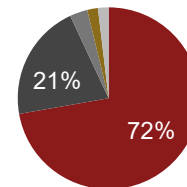


ENGINE 28 — CALL TYPES



■ Medical Aid ■ Misc/Move ■ Traffic Col.
■ Public Assist ■ Fire

MEDIC 28 — CALL TYPES



■ Medical Aid ■ Move/Cover
■ Traffic Col. ■ Fire
■ Transfer/Misc

Top Engine Call: Medical Aid (69) · Top Medic Call: Medical Aid (229) · Station Total: 432 calls

STATION 49 — MAY 2026

May 2026 · El Dorado County Fire Protection District



186

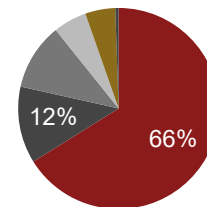
Engine 49 Calls

291

Medic 49 Calls

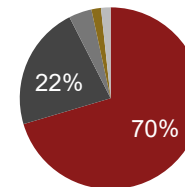


ENGINE 49 — CALL TYPES



■ Medical Aid ■ Misc/Alarm ■ Traffic Col.
■ Public Assist ■ Fire ■ Move/Cover

MEDIC 49 — CALL TYPES



■ Medical Aid ■ Move/Cover ■ Traffic Col.
■ Fire ■ Transfer/Misc

Top Engine Call: Medical Aid (123) · Top Medic Call: Medical Aid (207) · Station Total: 477 calls

STATION 72 — MAY 2026

May 2026 · El Dorado County Fire Protection District



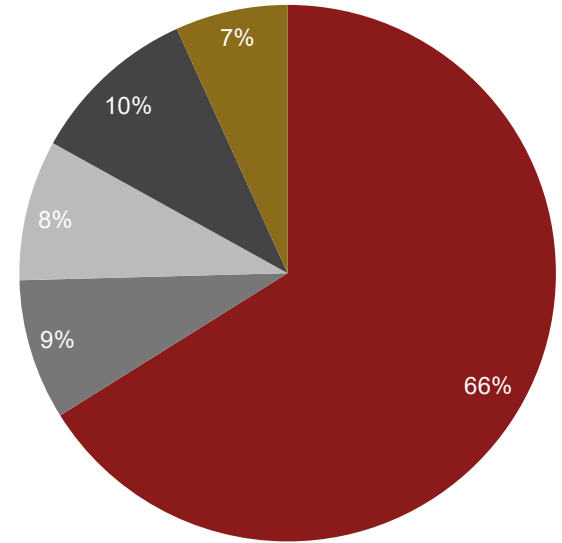
59

Engine 72 Calls

*Engine company only
No medic unit*



ENGINE 72 — CALL TYPES



■ Medical Aid ■ Traffic Col. ■ Public Assist ■ Misc ■ Fire

Medical Aid is the top call type (39 calls, 66%) · Station 72 Total: 59 calls



MAY 2026 RUN REVIEW COMPLETE

2,165 Total Calls · Stations 17 · 19 · 25 · 28 · 49 · 72