

**AGENDA  
EL DORADO HILLS COUNTY WATER DISTRICT  
(FIRE DEPARTMENT)  
BOARD OF DIRECTORS  
NINE HUNDRED NINTH MEETING  
(A Special Meeting)  
Monday, April 21, 2025  
5:30 p.m.**

**Zoom Webinar Video Conference link:**

<https://zoom.us/j/93189230576?pwd=sIMtm8vaHYNLRr5YT4jbBosZoCIUIn.1>

**Meeting ID: 931 8923 0576**

**Passcode: 153282**

**Conference Dial in:**

**1-669-900-9128**

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

**NOTE**

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

- I. Call to Order
- II. Pledge of Allegiance
- III. Oral Communications
  - A. Any person wishing to address the Board on any item that is on the agenda may do so at this time. Comments shall be limited to three minutes per person and twenty minutes for all comments unless otherwise authorized by the Board.
- IV. Closed Session Items
  - A. Closed Session pursuant to Government Code Section 54957.6; Conference with Labor Negotiators; Agency Designated Representatives: Directors Donelli and White; Employee Organization: El Dorado Hills Professional Firefighters, Local 3604; Meet and confer process.
  - B. Closed Session pursuant to Government Code Section 54957.6, conference with labor negotiators; items under negotiation: Contracts with unrepresented employees pertaining to wages and benefits; Agency Designated Representatives: Directors Donelli and White
- V. New Business
  - A. Review and approve Resolution 2025-07 approving the El Dorado Hills Professional Firefighters Memorandum of Understanding extension
  - B. Review and approve Resolution 2025-08 approving Salary and Benefits for Unrepresented Safety Management, Non-Safety Management and Non-Safety Administrative Support employees
  - C. Review and approve Public Salary Schedule effective July 7, 2025
- VI. Adjournment

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

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



Michael Lilienthal  
Interim Fire Chief

# El Dorado Hills Fire Department

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

**DATE:** April 21, 2025

**TO:** Board of Directors

**AGENDA ITEM:** V-A and V-B

**SUBJECT:** Approval of the El Dorado Hills Professional Firefighters, Local 3604, Memorandum of Understanding (MOU) Side Letter #3 and Unrepresented Employees Salary and Benefits Agreement Amendments

## TOPIC

El Dorado Hills Professional Firefighters, Local 3604, Memorandum of Understanding Side Letter #3 and Unrepresented Employees Salary and Benefits Agreement Amendments.

## SUMMARY

Staff seeks Board approval to adopt the revised El Dorado Hills Professional Firefighters, Local 3604, Memorandum of Understanding Side Letter #3 and Unrepresented Employees Salary and Benefits Resolution Amendments.

## DISCUSSION

### EL DORADO HILLS PROFESSIONAL FIREFIGHTERS, LOCAL 3604 MOU

The Finance Committee, the District's negotiations team, met with 3604 representatives to discuss Side Letter Agreement #3, which includes a one (1) year contract extension to their current contract (2023-2025), and subsequent salary increase. The proposed Side Letter Agreement #3 has been agreed upon by the EDHPFF, Local 3604, representatives and members by majority vote on March 12, 2025.

Enclosed is the proposed language for Side Letter Agreement #3 that exhibits the track changed edits, so the changes are easy to review. Also enclosed is the proposed clean version of Side Letter Agreement #3.

The significant changes to the MOU Side Letter #3 are summarized below:

1. The current MOU will be extended for the period of one (1) year, through June 30, 2026.
2. Annual Cost of Living Adjustment
  - Effective the first full period on or after July 1, 2025, all classifications covered by this MOU shall receive an eight percent (8%) increase to base salary.

*"Serving the Communities of El Dorado Hills, Rescue and Latrobe"*

### Unrepresented Employees

Also included for the Boards approval are amendments to the unrepresented employees' salary and benefits resolutions in which revisions were made consistent with the modifications proposed with the EDHPFF Side Letter #3. If approved, those employees not represented by a union will have their Salary and Benefits Resolutions extended for the period of one (1) year, through June 30, 2026, and shall receive the proposed salary increase of eight percent (8%) effective the first full payperiod after July 1, 2025.

Also included in the Unrepresented Administrative Support Salary and Benefits Resolution are amendments to include the full-time Defensible Space Inspector position in which the Board approved this full-time position at the March 20, 2025 Board meeting.

### **FISCAL IMPACT**

The estimated cost for the salary increase for EDHPFF employees for FY 2025/2026 is \$1,123,000. The estimated cost for the salary increase for unrepresented employees in FY 2025/2026 is \$227,000.

### **RECOMMENDATION**

Approve the proposed amended Side Letter Agreement #3 to the EDHPFF MOU and approve the Unrepresented Employees Salary and Benefits Resolution Amendments for the period of July 1, 2023, through June 30, 2026.

Submitted by:

*Cora Hall*

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Cora Hall  
Director of Human Resources

## Side Letter Agreement #3 – MOU Extension Through June 30, 2026, and Salary Increase

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**THIS SIDE LETTER TO THE MEMORANDUM OF UNDERSTANDING (MOU)** between the El Dorado Hills Professional Firefighters Local 3604 (EDHPFF) and representatives of the El Dorado Hills County Water District, alternatively referred to as El Dorado Hills Fire Department (Department), for the period of July 1, 2023 – June 30, 2025, referred to herein as “**Side Letter #3**”, is made and entered into and effective this 21<sup>st</sup> day of April 2025.

Section I., General, Subsection C., is hereby amended to read as follows:

- C. This MOU shall be presented by the EDHPFF to the employees in the Bargaining Unit for ratification by said employees and shall thereafter be presented to the Board of Directors, as the joint recommendations of the undersigned for salary and employee benefit adjustments for the period commencing July 1, 2023, and ending June 30, 202~~6~~<sup>5</sup>.

Section VI., Terms and Conditions of Employment, Subsection A.8., is hereby amended to include Subsection 8.e., which shall read as follows:

- e. Effective the first full pay period on or after July 1, 2025, employees shall receive an eight percent (8%) increase to base salary. The public salary schedule will be available at the time of this scheduled salary increase.

Section XVII., Term, Subsection A, is hereby amended to read as follows:

- A. This MOU represents the entire agreement between the Department and the EDHPFF, cancels all previous agreements on items covered herein, and shall become of full force and effect on adoption by the Board of Directors and ratification by the EDHPFF members and shall continue in full force and effect until midnight June 30, 202~~6~~<sup>5</sup>. Furthermore, this MOU shall be automatically renewed on the same terms and conditions for an additional year unless either party shall give written notice to the other on or before June 1, 202~~6~~<sup>5</sup>, of its intent to not have this MOU renewed; and provided that either party shall be able to terminate such renewed MOU by giving written notice to the other party, any time after June 1, 202~~6~~<sup>5</sup>, of its intent to terminate this MOU and any rights and obligations thereunder, which notice shall be effective thirty (30) days thereafter.

**Side Letter Agreement #3 – MOU Extension Through June 30, 2026, and Salary Increase**

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

**DISTRICT:**

EL DORADO HILLS COUNTY WATER DISTRICT

Dated: \_\_\_\_\_, 2025.

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

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

Dated: \_\_\_\_\_, 2025.

**ATTEST:**

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

**EDHPFF:**

EL DORADO HILLS PROFESSIONAL FIREFIGHTERS

Dated: \_\_\_\_\_, 2025.

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

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

## Side Letter Agreement #3 – MOU Extension Through June 30, 2026, and Salary Increase

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**THIS SIDE LETTER TO THE MEMORANDUM OF UNDERSTANDING (MOU)** between the El Dorado Hills Professional Firefighters Local 3604 (EDHPFF) and representatives of the El Dorado Hills County Water District, alternatively referred to as El Dorado Hills Fire Department (Department), for the period of July 1, 2023 – June 30, 2025, referred to herein as “**Side Letter #3**”, is made and entered into and effective this 21<sup>st</sup> day of April 2025.

Section I., General, Subsection C., is hereby amended to read as follows:

- C. This MOU shall be presented by the EDHPFF to the employees in the Bargaining Unit for ratification by said employees and shall thereafter be presented to the Board of Directors, as the joint recommendations of the undersigned for salary and employee benefit adjustments for the period commencing July 1, 2023, and ending June 30, 2026.

Section VI., Terms and Conditions of Employment, Subsection A.8., is hereby amended to include Subsection 8.e., which shall read as follows:

- e. Effective the first full pay period on or after July 1, 2025, employees shall receive an eight percent (8%) increase to base salary. The public salary schedule will be available at the time of this scheduled salary increase.

Section XVII., Term, Subsection A, is hereby amended to read as follows:

- A. This MOU represents the entire agreement between the Department and the EDHPFF, cancels all previous agreements on items covered herein, and shall become of full force and effect on adoption by the Board of Directors and ratification by the EDHPFF members and shall continue in full force and effect until midnight June 30, 2026. Furthermore, this MOU shall be automatically renewed on the same terms and conditions for an additional year unless either party shall give written notice to the other on or before June 1, 2026, of its intent to not have this MOU renewed; and provided that either party shall be able to terminate such renewed MOU by giving written notice to the other party, any time after June 1, 2026, of its intent to terminate this MOU and any rights and obligations thereunder, which notice shall be effective thirty (30) days thereafter.

**Side Letter Agreement #3 – MOU Extension Through June 30, 2026, and Salary Increase**

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

**DISTRICT:**

EL DORADO HILLS COUNTY WATER DISTRICT

Dated: \_\_\_\_\_, 2025.

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

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

Dated: \_\_\_\_\_, 2025.

**ATTEST:**

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

**EDHPFF:**

EL DORADO HILLS PROFESSIONAL FIREFIGHTERS

Dated: \_\_\_\_\_, 2025.

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

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

**EL DORADO HILLS COUNTY WATER DISTRICT**

**RESOLUTION NO. 2025-07**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO HILLS  
COUNTY WATER DISTRICT APPROVING THE SIDE LETTER AGREEMENT #3 TO  
THE EL DORADO HILLS PROFESSIONAL FIREFIGHTERS' MEMORANDUM OF  
UNDERSTANDING**

WHEREAS, negotiations with the El Dorado Hills Professional Firefighters (EDHPFF), International Association of Firefighters Local 3604, have successfully concluded, related to changes in the EDHPFF Memorandum of Understanding (MOU); and,

WHEREAS, the members of the EDHPFF have approved the proposed Side Letter Agreement # 3 to the EDHPFF MOU by majority vote on March 12, 2025; and,

WHEREAS, the Board of Directors for the El Dorado County Hills Water District wishes to approve Side Letter Agreement #3 to the EDHPFF MOU; and,

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of the El Dorado Hills County Water District, that Side Letter Agreement #3 to the EDHPFF MOU is hereby approved.

The foregoing resolution was passed and adopted by the Board of Directors of the El Dorado Hills County Water District at a meeting of said Board held on the 21<sup>st</sup> day of April 2025 by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

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Jessica Braddock, Board Secretary

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Greg Durante, President





## UNREPRESENTED NON-SAFETY MANAGEMENT RESOLUTION AMENDMENT #1

This Amendment #1 relating to the Unrepresented Non-Safety Management Resolution for the period of July 1, 2023, through June 30, 2025, referred to herein as “Amendment #1”, is made and entered effective this 21<sup>st</sup> day of April 2025.

Article I, General, Section B. shall be amended to read as follows:

The salary and benefit adjustments are for the period commencing July 1, 2023, and ending June 30, 202~~6~~5.

Article II, Salaries, shall be amended to include read as follows:

Employees shall receive the following Cost of Living Adjustments:

- A. Effective the first full pay period on or after July 1, 2023, employees shall receive a five percent (5%) increase to base salary. Reference the below salary schedule:

Department STEPS		1	2	3	4	5
DIRECTOR OF FINANCE	Hourly	\$78.19	\$81.76	\$85.51	\$89.45	\$92.76
	Monthly	13,553	\$14,172	\$14,822	\$15,505	\$16,078
DIRECTOR OF HUMAN RESOURCES	Hourly	\$78.19	\$81.76	\$85.51	\$89.45	\$92.76
	Monthly	13,553	\$14,172	\$14,822	\$15,505	\$16,078

**\*Salary data is based on an 80-hour biweekly pay period**

- B. Effective the first full pay period on or after October 1, 2023, a one percent (1%) increase to base salary shall be awarded to employees if growth in the El Dorado Hills County Water District property tax revenue for fiscal year 2023-24 exceeds seven percent (7%). For the salary adjustment, the change in property tax revenue will be calculated using the actual property tax revenue for fiscal year 2022-23 and the property tax revenue estimate provided by El Dorado County for fiscal year 2023-24. The public salary schedule will be available at the time of this salary increase, if applicable.

- C. Effective the first full pay period after July 1, 2024, employees shall receive a two percent (2%) increase to base salary. The salary schedule will be available at the time of this scheduled salary increase.
- D. If *cumulative growth* in the El Dorado Hills County Water District property tax revenue for fiscal years 2023-24 and 2024-25 meets or exceeds twelve percent (12%), then effective the first full pay period on or after October 1, 2024, either:
- (1) A one percent (1%) increase to base salary shall be awarded to employees if property tax revenue for fiscal year 2023-24 met or exceeded seven percent (7%); or
  - (2) A two percent (2%) increase to base salary shall be awarded to employees if property tax revenue for fiscal year 2023-24 did not meet or exceed seven percent (7%).

The public salary schedule will be available at the time of this salary increase, if applicable.

- E. Effective the first full pay period on or after July 1, 2025, employees shall receive an eight percent (8%) increase to base salary. The public salary schedule will be available at the time of this scheduled salary increase.
- F. An employee shall remain in a step for a period of one (1) year before being eligible for a step increase.
- G. An employee's step increase shall be the first day of the first full pay period on or after the anniversary date of the position.
- H. A step increase is not an automatic payroll adjustment. Eligibility for a step increase will be based upon employee's performance and length of service.



## UNREPRESENTED NON-SAFETY MANAGEMENT RESOLUTION AMENDMENT #1

This Amendment #1 relating to the Unrepresented Non-Safety Management Resolution for the period of July 1, 2023, through June 30, 2025, referred to herein as “Amendment #1”, is made and entered effective this 21<sup>st</sup> day of April 2025.

Article I, General, Section B. shall be amended to read as follows:

The salary and benefit adjustments are for the period commencing July 1, 2023, and ending June 30, 2026.

Article II, Salaries, shall be amended to include read as follows:

Employees shall receive the following Cost of Living Adjustments:

- A. Effective the first full pay period on or after July 1, 2023, employees shall receive a five percent (5%) increase to base salary. Reference the below salary schedule:

Department STEPS		1	2	3	4	5
DIRECTOR OF FINANCE	Hourly	\$78.19	\$81.76	\$85.51	\$89.45	\$92.76
	Monthly	13,553	\$14,172	\$14,822	\$15,505	\$16,078
DIRECTOR OF HUMAN RESOURCES	Hourly	\$78.19	\$81.76	\$85.51	\$89.45	\$92.76
	Monthly	13,553	\$14,172	\$14,822	\$15,505	\$16,078

**\*Salary data is based on an 80-hour biweekly pay period**

- B. Effective the first full pay period on or after October 1, 2023, a one percent (1%) increase to base salary shall be awarded to employees if growth in the El Dorado Hills County Water District property tax revenue for fiscal year 2023-24 exceeds seven percent (7%). For the salary adjustment, the change in property tax revenue will be calculated using the actual property tax revenue for fiscal year 2022-23 and the property tax revenue estimate provided by El Dorado County for fiscal year 2023-24. The public salary schedule will be available at the time of this salary increase, if applicable.

- C. Effective the first full pay period after July 1, 2024, employees shall receive a two percent (2%) increase to base salary. The salary schedule will be available at the time of this scheduled salary increase.
- D. If *cumulative growth* in the El Dorado Hills County Water District property tax revenue for fiscal years 2023-24 and 2024-25 meets or exceeds twelve percent (12%), then effective the first full pay period on or after October 1, 2024, either:
  - (1) A one percent (1%) increase to base salary shall be awarded to employees if property tax revenue for fiscal year 2023-24 met or exceeded seven percent (7%); or
  - (2) A two percent (2%) increase to base salary shall be awarded to employees if property tax revenue for fiscal year 2023-24 did not meet or exceed seven percent (7%).

The public salary schedule will be available at the time of this salary increase, if applicable.

- E. Effective the first full pay period on or after July 1, 2025, employees shall receive an eight percent (8%) increase to base salary. The public salary schedule will be available at the time of this scheduled salary increase.
- F. An employee shall remain in a step for a period of one (1) year before being eligible for a step increase.
- G. An employee's step increase shall be the first day of the first full pay period on or after the anniversary date of the position.
- H. A step increase is not an automatic payroll adjustment. Eligibility for a step increase will be based upon employee's performance and length of service.



## UNREPRESENTED SAFETY MANAGEMENT RESOLUTION AMENDMENT #1

This Amendment #1 relating to the Unrepresented Safety Management Resolution for the period of July 1, 2023, through June 30, 2025, referred to herein as “Amendment #1”, is made and entered effective this 21<sup>st</sup> day of April 2025.

Article I, General, Section B. shall be amended to read as follows:

The salary and benefit adjustments are for the period commencing July 1, 2023, and ending June 30, 202~~5~~6.

Article III, Terms and Conditions of Employment, Subsection A. Salaries, shall be amended to include read as follows:

Employees shall receive the following Cost of Living Adjustments:

1. Effective the first full pay period after July 1, 2023, employees shall receive a five percent (5%) increase to base salary. Reference the below salary schedule:

Department STEPS		1	2	3	4	5
DEPUTY CHIEF	Hourly	\$90.22	\$94.40	\$98.78	\$103.38	\$108.21
	Monthly	\$15,638	\$16,362	\$17,121	\$17,918	\$18,756
DIVISION CHIEF	Hourly	\$62.65	\$65.45	\$68.37	\$71.46	\$74.69
	Monthly	\$10,859	\$11,344	\$11,851	\$12,387	\$12,946
FIRE MARSHAL	Hourly	\$78.19	\$81.76	\$85.51	\$89.45	\$92.76
	Monthly	13,553	\$14,172	\$14,822	\$15,505	\$16,078

**\*Salary data is based on an 80-hour biweekly pay period**

2. Effective the first full pay period on or after October 1, 2023, a one percent (1%) increase to base salary shall be awarded to employees if growth in the El Dorado Hills County Water District property tax revenue for fiscal year 2023-24 exceeds seven percent (7%). For the salary adjustment, the change in property tax revenue will be calculated using the actual property tax revenue for fiscal year 2022-23 and the property tax revenue estimate provided by El Dorado County for fiscal year 2023-24. The public salary schedule will be available at the time of this salary increase, if applicable.

3. Effective the first full pay period after July 1, 2024, employees shall receive a two percent (2%) increase to base salary. The salary schedule will be available at the time of this scheduled salary increase.
4. If *cumulative growth* in the El Dorado Hills County Water District property tax revenue for fiscal years 2023-24 and 2024-25 meets or exceeds twelve percent (12%), then effective the first full pay period on or after October 1, 2024, either:
  - (1) A one percent (1%) increase to base salary shall be awarded to employees if property tax revenue for fiscal year 2023-24 met or exceeded seven percent (7%); or
  - (2) A two percent (2%) increase to base salary shall be awarded to employees if property tax revenue for fiscal year 2023-24 did not meet or exceed seven percent (7%).

The public salary schedule will be available at the time of this salary increase, if applicable.

5. Effective the first full pay period on or after July 1, 2025, employees shall receive an eight percent (8%) increase to base salary. The public salary schedule will be available at the time of this scheduled salary increase.
6. An employee shall remain in a step for a period of one (1) year before being eligible for a step increase.
7. An employee's step increase will be the first day of the first full pay period on or after the anniversary date of the position.
8. A step increase is not an automatic payroll adjustment. Eligibility for a step increase will be based upon employee's performance and length of service.
9. Employees are Fair Labor Standards Act (FLSA) Exempt.
10. The following is the formula for converting fifty-six (56) hour position leave to forty (40) hour position leave:

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

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



## UNREPRESENTED SAFETY MANAGEMENT RESOLUTION AMENDMENT #1

This Amendment #1 relating to the Unrepresented Safety Management Resolution for the period of July 1, 2023, through June 30, 2025, referred to herein as “Amendment #1”, is made and entered effective this 21<sup>st</sup> day of April 2025.

Article I, General, Section B. shall be amended to read as follows:

The salary and benefit adjustments are for the period commencing July 1, 2023, and ending June 30, 2026.

Article III, Terms and Conditions of Employment, Subsection A. Salaries, shall be amended to include read as follows:

Employees shall receive the following Cost of Living Adjustments:

1. Effective the first full pay period after July 1, 2023, employees shall receive a five percent (5%) increase to base salary. Reference the below salary schedule:

Department STEPS		1	2	3	4	5
DEPUTY CHIEF	Hourly	\$90.22	\$94.40	\$98.78	\$103.38	\$108.21
	Monthly	\$15,638	\$16,362	\$17,121	\$17,918	\$18,756
DIVISION CHIEF	Hourly	\$62.65	\$65.45	\$68.37	\$71.46	\$74.69
	Monthly	\$10,859	\$11,344	\$11,851	\$12,387	\$12,946
FIRE MARSHAL	Hourly	\$78.19	\$81.76	\$85.51	\$89.45	\$92.76
	Monthly	13,553	\$14,172	\$14,822	\$15,505	\$16,078

**\*Salary data is based on an 80-hour biweekly pay period**

2. Effective the first full pay period on or after October 1, 2023, a one percent (1%) increase to base salary shall be awarded to employees if growth in the El Dorado Hills County Water District property tax revenue for fiscal year 2023-24 exceeds seven percent (7%). For the salary adjustment, the change in property tax revenue will be calculated using the actual property tax revenue for fiscal year 2022-23 and the property tax revenue estimate provided by El Dorado County for fiscal year 2023-24. The public salary schedule will be available at the time of this salary increase, if applicable.

3. Effective the first full pay period after July 1, 2024, employees shall receive a two percent (2%) increase to base salary. The salary schedule will be available at the time of this scheduled salary increase.
4. If *cumulative growth* in the El Dorado Hills County Water District property tax revenue for fiscal years 2023-24 and 2024-25 meets or exceeds twelve percent (12%), then effective the first full pay period on or after October 1, 2024, either:
  - (1) A one percent (1%) increase to base salary shall be awarded to employees if property tax revenue for fiscal year 2023-24 met or exceeded seven percent (7%); or
  - (2) A two percent (2%) increase to base salary shall be awarded to employees if property tax revenue for fiscal year 2023-24 did not meet or exceed seven percent (7%).

The public salary schedule will be available at the time of this salary increase, if applicable.

5. Effective the first full pay period on or after July 1, 2025, employees shall receive an eight percent (8%) increase to base salary. The public salary schedule will be available at the time of this scheduled salary increase.
6. An employee shall remain in a step for a period of one (1) year before being eligible for a step increase.
7. An employee's step increase will be the first day of the first full pay period on or after the anniversary date of the position.
8. A step increase is not an automatic payroll adjustment. Eligibility for a step increase will be based upon employee's performance and length of service.
9. Employees are Fair Labor Standards Act (FLSA) Exempt.
10. The following is the formula for converting fifty-six (56) hour position leave to forty (40) hour position leave:

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

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





## UNREPRESENTED ADMINISTRATIVE SUPPORT RESOLUTION AMENDMENT #2

This Amendment #2 relating to the Unrepresented Administrative Support Resolution for the period of July 1, 2023, through June 30, 2025, referred to herein as “Amendment #2”, is made and entered effective this 21<sup>st</sup> day of April 2025.

Article I, General, shall be amended to read as follows:

- A. This Salary and Benefits Resolution (Resolution) is for Unrepresented Administrative Support personnel that are regular full-time employees of the El Dorado Hills County Water District, also known as the El Dorado Hills Fire Department (Department). This Resolution includes employees in positions of Accounting Analyst/Board Clerk, Administrative Assistant I, Administrative Assistant II, Defensible Space Inspector, Community Risk Reduction Specialist, Fire Prevention Inspector I, Fire Prevention Inspector II, Fire Prevention Specialist, Fire Equipment Mechanic, Human Resources Specialist, ~~and Administrative Training Program Coordinator~~.
- B. The salary and benefit adjustments are for the period commencing July 1, 2023, and ending June 30, 2026~~5~~.

Article II, Salaries, shall be amended to include read as follows:

Employees shall receive the following Cost of Living Adjustments:

- A. Effective the first full pay period on or after July 1, 2023, employees shall receive a five percent (5%) increase to base salary. Reference the below salary schedule:

CLASSIFICATION		STEPS				
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
ACCOUNTING SPECIALIST/BOARD CLERK	HOURLY	\$33.65	\$35.33	\$37.08	\$38.95	\$40.89
	MONTHLY	\$5,832	\$6,124	\$6,427	\$6,751	\$7,088
ADMIN ASST. I	HOURLY	\$26.78	\$28.13	\$29.52	\$31.01	\$32.56
	MONTHLY	\$4,643	\$4,876	\$5,118	\$5,375	\$5,644
ADMIN ASST.II	HOURLY	\$32.04	\$33.65	\$35.31	\$37.10	\$38.94
	MONTHLY	\$5,554	\$5,832	\$6,121	\$6,430	\$6,750

<b>ADMIN TRAINING PROGRAM COORDINATOR</b>	HOURLY	\$48.65	\$51.08	\$53.63	\$56.31	\$59.13
	MONTHLY	\$8,432	\$8,853	\$9,297	\$9,760	\$10,248
<b>COMMUNITY RISK SPECIALIST</b>	HOURLY	\$32.04	\$33.65	\$35.31	\$37.10	\$38.94
	MONTHLY	\$5,554	\$5,832	\$6,121	\$6,430	\$6,750
<b>FIRE PREVENTION INSPECTOR I</b>	HOURLY	\$35.79	\$37.59	\$39.46	\$41.44	\$43.50
	MONTHLY	\$6,204	\$6,515	\$6,840	\$7,182	\$7,541
<b>FIRE PREVENTION INSPECTOR II</b>	HOURLY	\$42.12	\$44.23	\$46.44	\$48.76	\$52.21
	MONTHLY	\$7,301	\$7,666	\$8,049	\$8,452	\$8,876
<b>FIRE PREVENTION SPECIALIST</b>	HOURLY	\$48.65	\$51.08	\$53.63	\$56.31	\$59.13
	MONTHLY	\$8,432	\$8,853	\$9,297	\$9,760	\$10,248
<b>FIRE EQUIPMENT MECHANIC</b>	HOURLY	\$38.61	\$40.54	\$42.57	\$44.70	\$46.93
	MONTHLY	\$6,692	\$7,028	\$7,379	\$7,748	\$8,135
<b>HUMAN RESOURCES SPECIALIST</b>	HOURLY	\$33.65	\$35.33	\$37.08	\$38.95	\$40.89
	MONTHLY	\$5,832	\$6,124	\$6,427	\$6,751	\$7,088

**\*Salary data is based on an 80-hour biweekly pay period**

- B. Effective the first full pay period on or after October 1, 2023, a one percent (1%) increase to base salary shall be awarded to employees if growth in the El Dorado Hills County Water District property tax revenue for fiscal year 2023-24 exceeds seven percent (7%). For the salary adjustment, the change in property tax revenue will be calculated using the actual property tax revenue for fiscal year 2022-23 and the property tax revenue estimate provided by El Dorado County for fiscal year 2023-24. The public salary schedule will be available at the time of this salary increase, if applicable.
- C. Effective the first full pay period after July 1, 2024, employees shall receive a two percent (2%) increase to base salary. The salary schedule will be available at the time of this scheduled salary increase.
- D. If *cumulative growth* in the El Dorado Hills County Water District property tax revenue for fiscal years 2023-24 and 2024-25 meets or exceeds twelve percent (12%), then effective the first full pay period on or after October 1, 2024, either:
  - (1) A one percent (1%) increase to base salary shall be awarded to employees if property tax revenue for fiscal year 2023-24 met or exceeded seven percent (7%); or

- (2) A two percent (2%) increase to base salary shall be awarded to employees if property tax revenue for fiscal year 2023-24 did not meet or exceed seven percent (7%).

The public salary schedule will be available at the time of this salary increase, if applicable.

- E. Effective the first full pay period on or after July 1, 2025, employees shall receive an eight percent (8%) increase to base salary. The public salary schedule will be available at the time of this scheduled salary increase.
- F. An employee shall remain in a step for a period of one (1) year before being eligible for a step increase.
- G. An employee's step increase shall be the first day of the first full pay period on or after the anniversary date of the position.
- H. A step increase is not an automatic payroll adjustment. Eligibility for a step increase will be based upon employee's performance and length of service.

Article IV, Uniform and Tool Allowance, shall be amended to include read as follows:

Positions eligible for a Uniform Allowance: Defensible Space Inspector, Fire Prevention Inspector I, Fire Prevention Inspector II, Fire Prevention Specialist, Community Risk Reduction Specialist, and Fire Equipment Mechanic.

Effective the first pay date in January 2024, each employee in the position of Fire Prevention Inspector I/II, Fire Prevention Specialist, and Fire Equipment Mechanic, shall receive an annual uniform allowance of eight hundred dollars (\$800.00), paid in equal increments over twenty-six (26) pay periods during the calendar year. In the periodic event there are twenty-seven (27) pay periods, uniform allowance will only be paid over twenty-six (26) pay periods. The uniform allowance will cease if a position is no longer required to wear a Department uniform.

Effective the first pay date in January 2024, each employee in the position of Defensible Space Inspector and Community Risk Reduction Specialist shall receive an annual uniform allowance of four hundred dollars (\$400.00), paid in equal increments over twenty-six (26) pay periods during the calendar year. In the periodic event there are twenty-seven (27) pay periods, uniform allowance will only be paid over twenty-six (26) pay periods. The uniform allowance will cease if a position is no longer required to wear a Department uniform.

Effective the first pay date in January 2024, each employee in the position of Fire Equipment Mechanic shall receive an annual tool allowance of one thousand dollars (\$1,000), paid in equal increments over twenty-six (26) pay periods during the calendar year. In the periodic event there are twenty-seven (27) pay periods, tool allowance will only be paid over twenty-six (26) pay periods.



## UNREPRESENTED ADMINISTRATIVE SUPPORT RESOLUTION AMENDMENT #2

This Amendment #2 relating to the Unrepresented Administrative Support Resolution for the period of July 1, 2023, through June 30, 2025, referred to herein as “Amendment #2”, is made and entered effective this 21<sup>st</sup> day of April 2025.

Article I, General, shall be amended to read as follows:

- A. This Salary and Benefits Resolution (Resolution) is for Unrepresented Administrative Support personnel that are regular full-time employees of the El Dorado Hills County Water District, also known as the El Dorado Hills Fire Department (Department). This Resolution includes employees in positions of Accounting Analyst/Board Clerk, Administrative Assistant I, Administrative Assistant II, Defensible Space Inspector, Community Risk Reduction Specialist, Fire Prevention Inspector I, Fire Prevention Inspector II, Fire Prevention Specialist, Fire Equipment Mechanic, Human Resources Specialist.
- B. The salary and benefit adjustments are for the period commencing July 1, 2023, and ending June 30, 2026.

Article II, Salaries, shall be amended to include read as follows:

Employees shall receive the following Cost of Living Adjustments:

- A. Effective the first full pay period on or after July 1, 2023, employees shall receive a five percent (5%) increase to base salary. Reference the below salary schedule:

CLASSIFICATION		STEPS				
		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
ACCOUNTING SPECIALIST/BOARD CLERK	HOURLY	\$33.65	\$35.33	\$37.08	\$38.95	\$40.89
	MONTHLY	\$5,832	\$6,124	\$6,427	\$6,751	\$7,088
ADMIN ASST. I	HOURLY	\$26.78	\$28.13	\$29.52	\$31.01	\$32.56
	MONTHLY	\$4,643	\$4,876	\$5,118	\$5,375	\$5,644
ADMIN ASST.II	HOURLY	\$32.04	\$33.65	\$35.31	\$37.10	\$38.94
	MONTHLY	\$5,554	\$5,832	\$6,121	\$6,430	\$6,750

<b>ADMIN TRAINING PROGRAM COORDINATOR</b>	HOURLY	\$48.65	\$51.08	\$53.63	\$56.31	\$59.13
	MONTHLY	\$8,432	\$8,853	\$9,297	\$9,760	\$10,248
<b>COMMUNITY RISK SPECIALIST</b>	HOURLY	\$32.04	\$33.65	\$35.31	\$37.10	\$38.94
	MONTHLY	\$5,554	\$5,832	\$6,121	\$6,430	\$6,750
<b>FIRE PREVENTION INSPECTOR I</b>	HOURLY	\$35.79	\$37.59	\$39.46	\$41.44	\$43.50
	MONTHLY	\$6,204	\$6,515	\$6,840	\$7,182	\$7,541
<b>FIRE PREVENTION INSPECTOR II</b>	HOURLY	\$42.12	\$44.23	\$46.44	\$48.76	\$52.21
	MONTHLY	\$7,301	\$7,666	\$8,049	\$8,452	\$8,876
<b>FIRE PREVENTION SPECIALIST</b>	HOURLY	\$48.65	\$51.08	\$53.63	\$56.31	\$59.13
	MONTHLY	\$8,432	\$8,853	\$9,297	\$9,760	\$10,248
<b>FIRE EQUIPMENT MECHANIC</b>	HOURLY	\$38.61	\$40.54	\$42.57	\$44.70	\$46.93
	MONTHLY	\$6,692	\$7,028	\$7,379	\$7,748	\$8,135
<b>HUMAN RESOURCES SPECIALIST</b>	HOURLY	\$33.65	\$35.33	\$37.08	\$38.95	\$40.89
	MONTHLY	\$5,832	\$6,124	\$6,427	\$6,751	\$7,088

**\*Salary data is based on an 80-hour biweekly pay period**

- B. Effective the first full pay period on or after October 1, 2023, a one percent (1%) increase to base salary shall be awarded to employees if growth in the El Dorado Hills County Water District property tax revenue for fiscal year 2023-24 exceeds seven percent (7%). For the salary adjustment, the change in property tax revenue will be calculated using the actual property tax revenue for fiscal year 2022-23 and the property tax revenue estimate provided by El Dorado County for fiscal year 2023-24. The public salary schedule will be available at the time of this salary increase, if applicable.
- C. Effective the first full pay period after July 1, 2024, employees shall receive a two percent (2%) increase to base salary. The salary schedule will be available at the time of this scheduled salary increase.
- D. If *cumulative growth* in the El Dorado Hills County Water District property tax revenue for fiscal years 2023-24 and 2024-25 meets or exceeds twelve percent (12%), then effective the first full pay period on or after October 1, 2024, either:
  - (1) A one percent (1%) increase to base salary shall be awarded to employees if property tax revenue for fiscal year 2023-24 met or exceeded seven percent (7%); or

- (2) A two percent (2%) increase to base salary shall be awarded to employees if property tax revenue for fiscal year 2023-24 did not meet or exceed seven percent (7%).

The public salary schedule will be available at the time of this salary increase, if applicable.

- E. Effective the first full pay period on or after July 1, 2025, employees shall receive an eight percent (8%) increase to base salary. The public salary schedule will be available at the time of this scheduled salary increase.
- F. An employee shall remain in a step for a period of one (1) year before being eligible for a step increase.
- G. An employee's step increase shall be the first day of the first full pay period on or after the anniversary date of the position.
- H. A step increase is not an automatic payroll adjustment. Eligibility for a step increase will be based upon employee's performance and length of service.

Article IV, Uniform and Tool Allowance, shall be amended to include read as follows:

Positions eligible for a Uniform Allowance: Defensible Space Inspector, Fire Prevention Inspector I, Fire Prevention Inspector II, Fire Prevention Specialist, Community Risk Reduction Specialist, and Fire Equipment Mechanic.

Effective the first pay date in January 2024, each employee in the position of Fire Prevention Inspector I/II, Fire Prevention Specialist, and Fire Equipment Mechanic, shall receive an annual uniform allowance of eight hundred dollars (\$800.00), paid in equal increments over twenty-six (26) pay periods during the calendar year. In the periodic event there are twenty-seven (27) pay periods, uniform allowance will only be paid over twenty-six (26) pay periods. The uniform allowance will cease if a position is no longer required to wear a Department uniform.

Effective the first pay date in January 2024, each employee in the position of Defensible Space Inspector and Community Risk Reduction Specialist shall receive an annual uniform allowance of four hundred dollars (\$400.00), paid in equal increments over twenty-six (26) pay periods during the calendar year. In the periodic event there are twenty-seven (27) pay periods, uniform allowance will only be paid over twenty-six (26) pay periods. The uniform allowance will cease if a position is no longer required to wear a Department uniform.

Effective the first pay date in January 2024, each employee in the position of Fire Equipment Mechanic shall receive an annual tool allowance of one thousand dollars (\$1,000), paid in equal increments over twenty-six (26) pay periods during the calendar year. In the periodic event there are twenty-seven (27) pay periods, tool allowance will only be paid over twenty-six (26) pay periods.

**EL DORADO HILLS COUNTY WATER DISTRICT**

**RESOLUTION NO. 2025-08**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL DORADO HILLS  
COUNTY WATER DISTRICT APPROVING AND AUTHORIZING AMENDMENT #1 TO  
THE UNREPRESENTED NON-SAFETY AND SAFETY MANAGEMENT  
RESOLUTIONS, AND AMENDMENT #2 TO THE UNREPRESENTED  
ADMINISTRATIVE SUPPORT RESOLUTION**

WHEREAS, the Board wishes to approve Amendment #1 to the Unrepresented Non-Safety Management Resolution, Amendment #1 to the Unrepresented Safety Management Resolution, and Amendment #2 to the Unrepresented Administrative Support Resolution.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of the El Dorado Hills County Water District, hereby approves Amendment #1 to the Unrepresented Non-Safety Management Resolution, Amendment #1 to the Unrepresented Safety Management Resolution, and Amendment #2 to the Unrepresented Administrative Support Resolution.

The foregoing resolution was passed and adopted by the Board of Directors of the El Dorado Hills County Water District at a meeting of said Board held on the 21<sup>st</sup> day of April 2025, by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

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Jessica Braddock, Board Secretary

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Greg Durante, President

**El Dorado Hills Fire Department**  
**Public Salary Schedule**  
**7/7/2025**



		STEPS				
CLASSIFICATION	Rate Type	1	2	3	4	5
ACCOUNTING ANALYST/ BOARD CLERK	Hourly	\$ 44.48	\$ 46.70	\$ 49.01	\$ 51.49	\$ 54.05
	Monthly	\$ 7,709	\$ 8,095	\$ 8,496	\$ 8,925	\$ 9,369
ADMIN. ASST. I	Hourly	\$ 29.51	\$ 30.99	\$ 32.52	\$ 34.16	\$ 35.87
	Monthly	\$ 5,114	\$ 5,371	\$ 5,637	\$ 5,921	\$ 6,217
ADMIN. ASST. II	Hourly	\$ 35.30	\$ 37.06	\$ 38.90	\$ 40.86	\$ 42.90
	Monthly	\$ 6,119	\$ 6,424	\$ 6,743	\$ 7,083	\$ 7,436
BATTALION CHIEF (LINE)	Hourly	\$ 54.47	\$ 56.93	\$ 59.51	\$ 62.22	\$ 65.06
	Monthly	\$ 13,218	\$ 13,815	\$ 14,442	\$ 15,099	\$ 15,789
CAPTAIN	Hourly	\$ 42.86	\$ 45.01	\$ 47.26	\$ 49.62	\$ 52.10
	Monthly	\$ 10,401	\$ 10,923	\$ 11,468	\$ 12,040	\$ 12,643
CAPTAIN/ PARAMEDIC	Hourly	\$ 44.57	\$ 46.80	\$ 49.13	\$ 51.59	\$ 54.17
	Monthly	\$ 10,815	\$ 11,357	\$ 11,922	\$ 12,518	\$ 13,144
COMMUNITY RISK REDUCTION SPECIALIST	Hourly	\$ 35.30	\$ 37.06	\$ 38.90	\$ 40.86	\$ 42.90
	Monthly	\$ 6,119	\$ 6,424	\$ 6,743	\$ 7,083	\$ 7,436
DEFENSIBLE SPACE INSPECTOR	Hourly	\$ 29.51	\$ 30.99	\$ 32.52	\$ 34.16	\$ 35.87
	Monthly	\$ 5,114	\$ 5,371	\$ 5,637	\$ 5,921	\$ 6,217
DEPUTY CHIEF	Hourly	N/A				
	Monthly	\$ 17,227	\$ 18,025	\$ 18,861	\$ 19,740	\$ 20,661
DIRECTOR OF FINANCE	Hourly	N/A				
	Monthly	\$ 14,571	\$ 15,300	\$ 16,065	\$ 16,868	\$ 17,712
DIRECTOR OF HUMAN RESOURCES	Hourly	N/A				
	Monthly	\$ 14,571	\$ 15,300	\$ 16,065	\$ 16,868	\$ 17,712
DIVISION CHIEF	Hourly	N/A				
	Monthly	\$ 11,733	\$ 12,320	\$ 12,936	\$ 13,583	\$ 14,262
ENGINEER	Hourly	\$ 37.37	\$ 39.24	\$ 41.20	\$ 43.26	\$ 45.43
	Monthly	\$ 9,068	\$ 9,522	\$ 9,997	\$ 10,498	\$ 11,024
ENGINEER/ PARAMEDIC	Hourly	\$ 39.25	\$ 41.22	\$ 43.28	\$ 45.44	\$ 47.72
	Monthly	\$ 9,526	\$ 10,004	\$ 10,502	\$ 11,027	\$ 11,579
FIRE CHIEF	Hourly	N/A				
	Monthly	\$ 23,729	\$ -	\$ -	\$ -	\$ -
FIRE EQUIPMENT MECHANIC	Hourly	\$ 42.53	\$ 44.66	\$ 46.90	\$ 49.24	\$ 51.70
	Monthly	\$ 7,372	\$ 7,742	\$ 8,129	\$ 8,535	\$ 8,961
FIRE MARSHAL	Hourly	N/A				
	Monthly	\$ 14,571	\$ 15,300	\$ 16,065	\$ 16,868	\$ 17,712



**El Dorado Hills Fire Department**  
**Public Salary Schedule**  
**7/7/2025**



		STEPS				
CLASSIFICATION	Rate Type	1	2	3	4	5
FIREFIGHTER/ PARAMEDIC	Hourly	\$ 35.52	\$ 37.30	\$ 39.17	\$ 41.13	\$ 43.18
	Monthly	\$ 8,620	\$ 9,051	\$ 9,505	\$ 9,980	\$ 10,478
FIRE PREVENTION INSPECTOR I	Hourly	\$ 39.43	\$ 41.41	\$ 43.47	\$ 45.65	\$ 47.92
	Monthly	\$ 6,834	\$ 7,177	\$ 7,535	\$ 7,912	\$ 8,307
FIRE PREVENTION INSPECTOR II	Hourly	\$ 46.40	\$ 48.72	\$ 51.16	\$ 53.72	\$ 56.41
	Monthly	\$ 8,043	\$ 8,445	\$ 8,867	\$ 9,311	\$ 9,777
FIRE PREVENTION SPECIALIST	Hourly	\$ 53.59	\$ 56.27	\$ 59.08	\$ 62.03	\$ 65.13
	Monthly	\$ 9,289	\$ 9,753	\$ 10,241	\$ 10,752	\$ 11,290
HUMAN RESOURCES SPECIALIST	Hourly	\$ 37.06	\$ 38.92	\$ 40.85	\$ 42.91	\$ 45.05
	Monthly	\$ 6,424	\$ 6,746	\$ 7,080	\$ 7,437	\$ 7,808
PARAMEDIC	Hourly	\$ 24.24	\$ 25.45	\$ 26.72	\$ 28.06	\$ 29.46
	Monthly	\$ 5,881	\$ 6,175	\$ 6,484	\$ 6,808	\$ 7,148