SOUTH PLACER FIRE DISTRICT INTEROFFICE MEMORANDUM

TO:

BOARD OF DIRECTORS

FROM:

FIRE CHIEF ERIC G. WALDER, EFO

SUBJECT:

BOARD MEETING AGENDA STAFF RECOMMENDATIONS

DATE:

THURSDAY, APRIL 30, 2020

CC:

BOARD SECRETARY KATHY MEDEIROS

Agenda Item: South Placer Fire District Fee Schedule Revision:

Action Requested: Staff recommends discussion and adoption of the 2020 Ordinance and Fee Schedule.

Background: The user fee schedule and ordinance were first implemented in September 2001. Fee increases have been approved as needed since 2001. The last fee schedule revision was 2012. Related charges and salaries have increased substantially since 2012 the increase is needed to keep up with the cost of prevention/code enforcement responsibilities.

Impact: The fee schedule is user driven and covers the cost to provide plan review, inspections, permits, multiple false alarm responses, and other cost recovery services. The Fire District collected \$100,000 in fees for service in through nine months of this year's budget.

Attachments: Current Fee Schedule, Draft Proposed Fee schedules and Ordinance. Cost Comparison and information included.

Eric G. Walder, EFO
Fire Chief
South Placer Fire District

Current South Placer Fire District Fee Schedule Prevention



Section "A" -- Permits to Operate

. Battery System / Underground Propane Tank 2. Candles / Open flame in assembly area's	\$250.00 \$125.00
3. Carnivals, circus, fairs, & large public events	\$250.00
	\$250.00 \$250.00
	\$250.00
3. Cryogens	\$250.00
 Explosives or blasting agents 	\$375.00
). Special burn permits	\$125,00
ID. Fireworks – Public Display – Includes high level, low level and ground devices. 200 or less devices \$500.00 201 or more devices \$625.00	el, low level \$500.00 \$625.00
11. Fireworks – Special Pyrotechnic Affects \$500.00 (effects used in Motion pictures, television, theatrical & group entertainment.)	\$500.00 rical & group
 13. Temporary membrane structures / tents Under 3000 sq. ft. Over 3000 sq. ft. 	\$250.00 \$375.00
t4. Tire storage	\$250.00
Section "B" - Fire / Life Safety Inspections	ections
l. Pre-inspection visit for residential care or child day care actility (H&S Code section 13235)	day care
 Facilities with 25 or fewer persons Facilities with 26 or more persons 	\$50.00 \$100.00
2. Special inspection request not otherwise specified in this fee schedule. (1 hour minimum) \$125.00 Hr.	ified in this fee \$125.00 Hr.
 Notice of Violation due to non-compliance. (per each inspection) 	\$125.00

South Placer Fire District Fee Schedule Section "C" - Commercial /Residential Plan Review

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4. Fire Alarm system:	3. Residential and Commercial Variance request	Design & site plan review / consultation Conference (required for Will Serve Letter)	1. Minimum intake fee (not shown elsewhere)
	\$250.00	\$125.00 Hr	\$125.00

 New installation \$625.00 	Alarm system:	3.	
Der initialing device)	•	New installation	\$625.00
s \$2.00 per initiating device)	•	Upgrade	\$375.00 г
	s \$2.00 per	initiating device)	

New installation \$625.00 min. Upgrade \$375.00 min. (plus \$2.00 per initialing device)
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Halon or other specialty fire suppression system. \$400.00	Ch
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ion system.	fire suppr
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\$400.00	ystem.
	\$400.00

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Smoke management system	Hazardous MaterialsMedical gas	Compressed system gas:	Hood and duct fire suppression system
\$500 00 minimum	\$500.00 \$625,00		\$500.00

	8. Smoke management system \$500.0	Medical gas
\$625.00 minimum	\$500.00 minimum	\$625,00

	10. Fire pump	(includes fire protection system)
•	\$1,000.00 minimum	9
•) minimun	

	12.				11.	
•	ë	•	•	•	ਜ <u>਼ੋ</u>	
1.50 heads	12. Fire Sprinkler System - Tenant Improvement:	200 or more plus & 50 per head	100 - 199 heads	1-99 heads	11. Fire Sprinkler System - New Installation - Commercial:	
2020 00		\$875 00	\$875.00	\$750.00	mercial:	

		ij			12
•	•	Ωi Vi	•	•	Fire
4 or more hydrants	1 to 3 hydrants	13. Civil Improvements	51 or more plus ¢.50 per head	1-50 heads	Fire Sprinkler System – Tenant Improvement:
\$1.500.00 min	\$1,000.00		\$375.00	\$250.00	

Item 13 includes review of submitted plans, consultation, comments, review of initial re-submitted for approval, underground piping inspection, roadways hydrostatic test, underground piping flush and initial fire flow test.

Building Review/Tenant Improvement Review:

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•	•	•
50,000 - plus square feet	5,000 – 49,999 square feet	1 – 4,999 square feet
\$1,000.00 min.	\$500.00	\$250.00

ttem 14 includes review of submitted plans, consultation, comments, review of initial re-submittal for approval, and initial site inspections.

Site Plan Review \$125.00

Section "C" - Commercial Plan Review

 Re-inspection due to changes to approved plans without approval, hydrostatic test failure, incomplete work and additional requests for inspections. (1 hour min.) \$125.00

			1 6. :
•	•	•	Sub
25 or more lots	5 – 24 lots	1 – 4 lots	Subdivision / lot splits
\$1,000.00 min.	\$750.00	\$500.00	

subsequent revision / submittals.	17. Administrative charge for resubmittals upon 2
\$125.00	2 nd or

	<u>1</u> 8.
(2 hour	Technical
minim	report / alto
m)	alternate r
	material or method n
	9
\$250.0	method
250.00 per hour	request

19. Fire flow / hydrant test

\$250.00

Section "D" - Miscellaneous

4.	ω	2	***
Environmental hazard research 1 hour minimum plus field hours	Photograph reproduction – jpeg files on CD	2. Audio or video tape reproduction - per tape	 Copies of fire reports (victim or allied agency request – NO CHARGE)
minimun	\$50.00	\$50.00	\$25.00

 1 hour minim 	. Incident Cost Recover	
	er Actual Response Cost	

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False Alarm cost recovery – A fee will be charge for the third false alarm at the same location with any 180-day period; or anytime a false alarm is generated by an individual working on a fire alarm or fire sprinkler system. Actual Response Cost

1 hour minimum plus field hours

	7.
• 4	Standby
hour minimum	personnel - per hour (
Actual Response Cost	1 1/2 time rate)

1 hour minimum	gal burn response
	Actual Response Cost

10. "Service provider Contract"	Special projects not otherwise specified elsewhere in this fee schedule. <i>1 hour minimum</i> \$125.00 minimum
Per contact agreement	ise specified elsewhere in this \$125.00 <i>minimum</i>

ORDINANCE NO. 3-2019/2020

ORDINANCE OF THE SOUTH PLACER FIRE PROTECTION DISTRICT REVISING THE DISTRICT'S SCHEUDLE OF FEES AND CHARGES FOR CERTAIN SERVICES INCLUDING INSPECTIONS AND PROCESSING OF APPLICATION FOR AND ISSUANCE OF PERMITS AND PROVIDING MEASURES FOR COLLECTIONS AND PAYMENT FOR SUCH SERVICES

- WHEREAS,
 SOUTH PLACER FIRE PROTECTION DISTRICT is a fire protection district duly organized and existing under the laws of the State of California, including California Fire Protection District Law of 1997 (California Health and Safety Code Sections 13800 and following), and
- WHEREAS, pursuant to said Health and Safety Code, the District provides various fire protection services and related activities, including without limitation inspection services and the processing of applications for and issuance of various permits and related activities; and
- WHEREAS, there was a previously established in 2012 a schedule of fees and charges for the above referenced services, among others, with said schedule of fees and charges has been followed and imposed thereafter by this district, and
- WHEREAS, California Health and Safety Code Section 13916 authorizes the District to charge a fee to cover the costs of any of the services provided by the District and the cost of enforcing any regulations for which the fee is charged, and
- whereas, the District has undertaken and completed a current analysis of the cost and expenses incurred and necessary to provide, carry on, conduct and perform the above referenced services and related activities and has found that the revenues pursuant to the existing schedule are not sufficient to meet such costs and expenses and that it is necessary to revise the schedule of such fees and charges accordingly and increase the same so as to generate sufficient revenue to meet the costs reasonably necessary and estimated to be incurred by the District in providing such services;
- WHEREAS, the Board of Directors has determined that the fees and charges as revised hereunder are regulatory in nature and not property-related fees and charges as referred to in California Constitution Sections XIIIc and XIIId (former Proposition 218),

NOW, THEREFORE, THE BOARD OF DIRECTORS OF SOUTH PLACER FIRE PROTECTION DISTRICT, ORDAIN as follows:

SECTION I. DEFINITIONS

For the purpose of this Ordinance, the following terms shall have the following respective meanings unless the context indicates otherwise.

DISTRICT - shall mean South Placer Fire Protection District.

BOARD - shall mean the Board of Directors of this District.

FIRE PREVENTION BUREAU – shall mean and comprise those individuals duly appointed from time to time by the Board and constituting the Fire Prevention Bureau of this District.

INSPECTION FEES – shall mean the schedule of fees and charges established hereunder by this Ordinance for the various respective services and related activities referred to in said schedule as approved and any revisions to the schedule.

PERMIT APPLICATION PROCESSING FEES – shall mean the schedule of fees and charges established by this Ordinance for the services rendered in providing and processing applications for and the issuance of

various types of permits thereafter and related activities in accordance with the schedule set forth as approved and any revisions to such schedule.

SECTION 2. GENERAL POLICIES.

LEGISLATIVE INTENT AND FINDING. The Board of Directors deem it necessary and in the best interests of the District in the providing of fire prevention safety services and activities that various other activities are instrumental in providing such services, including without limitation, inspection activities and the processing of application for and issuance of various types of permits. That a current analysis of the costs and expenses being incurred by the District providing such services has indicated, that the current schedule of fees and charges for such services and the revenue generated hereunder is inadequate to meet the costs necessarily incurred by the District in order to provide such service and conduct such activities and that pursuant to the foregoing, therefore, it is necessary that the schedule of fees and services hereunder be revised accordingly and in an amount sufficient to generate revenues to meet the estimated financial needs of the District providing such services and performing such activities.

All fees for specified services and activities, the subject of the schedule, shall be calculated by the FIRE PREVENTION BUREAU OF THE DISTRICT. The hourly rate will be reviewed and analyzed each year and can be changed if approved.

When required, no permit or approval shall be issued until such facility, process or activity is brought into compliance with the applicable codes and the required service fee or charge is paid in full.

SECTION 3. REVISED SCHEDULE OF FEES AND CHARGES ESTABLISHED.

Pursuant to the foregoing provisions of this ORDINANCE, the BOARD OF DIRECTORS does hereby establish the Revised Schedule of Fees and Charges as shown in Exhibit "#1" attached hereto and by this reference incorporated herein as if set forth in full.

SECTION 4. BILLING FOR AND PAYMENT FOR FEES AND CHARGES.

Concurrently with the Application or performance of the Service referred to, which shall first occur, an itemized bill shall be prepared by the District and presented to the applicant or requested. Bills for fees and charges shall be deemed rendered when delivered personally to the applicant or persons served or when sent by mail to such person at the last address known to the DISTRICT.

DUE DATE AND DELINQUENCY. Bills for fees or charges for services rendered pursuant to the schedule shall be due and payable as of the date rendered and shall be come delinquent on the 30th day thereafter.

SECTION 5. SEVERABILITY CLAUSE

If any section, subsection, paragraph, sentence clause of this Ordinance or any part is for any reason held to be invalid by a Court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance or any part thereof.

SECTION 6. EFFECTIVE DATE

This ordinance, including the revised schedule of fees and charges established hereunder shall become effective no sooner than 30 days after its enactment and within 15 days thereafter shall be posted and published within the District as required by law.

The rates and charges established pursuant to this shall become applicable within the current fiscal year commencing June 15th, 2020 and remain in effect thereafter.

SECTION 7. REVISIONS AND REVOCATIONS

There is reserved to this Board of Directors the right in their discretion at any time and from time to time to amend, modify or revoke in whole or in part any part, portion or provision of this ordinance as may be permitted or provided by law.

PASSED AND ADOPTED pursuant to hearing and at a regular meeting of the Board of

Directors of the SOUTH PLACER FIRE PROTECTION DISTRICT duly called and held in the

DISTRICT on May 13th, 2020 by the follow	ving:
Ayes:	
Noes:	
Absent:	
	South Placer Fire Protection District
	Board President
Attest:	
Board Clerk	

EXHIBIT #1

South Placer Fire District Fee Schedule

	Notice of Violation due to non-compliance. (per each inspection)	Special inspection request not otherwise specified in this fee schedule. \$175.00/hour 1 hour minimum	facility (H&S Code section 13235) • Facilities with 25 or fewer persons • Facilities with 26 or more persons \$17	14. Tire storage \$350 Section "B" – Fire / Life Safety Inspections 1 Pre-inspection visit for residential case or child day care.	13. Temporary membrane structures / tents Under 3000 sq. ft. Over 3000 sq. ft. St	 Fireworks – Special Pyrotechnic Affects (effects used in Molion pictures, felevision, theefrical & group entertainment.) 	 and ground devices. 200 or less devices 201 or more devices \$: 	nits tic Display – Includes high level, lov	Cryogens Explosives or blasting agents Si	Compressed Gases	Combustible material storage (inc. high) S:	3. Carnivats, circus, fairs, & large public events \$:	Candles / Open flame in assembly area's \$3	Section "A" - Permits to Operate 1. Battery System / Underground Propane Tank \$3:	
	\$350.00	this fee 10/hour	\$175.00 \$175.00	\$350.00 <u>ons</u>	\$350.00 \$525.00	\$700.00 group	\$700.00 \$875.00	\$350,00 v level	\$525.00	\$350.00	\$350.00	\$350.00	\$350.00	\$350.00	
14. Building Review/Tenant Improvement Review: 1 - 4,999 square feet 5,000 - 49,999 square feet 50,000 - plus square feet	Item 13 includes review of submitted plans, consultation, comments, review of initial re-submitted for approval, underground piping inspection, roadways hydrostatic test, underground piping flush and initial fire flow test.	13. Civil Improvements 1 to 3 hydrants 4 or more hydrants	 12. Fire Sprinkler System – Tenant Improvement: 1-50 heads 51 or more plus ¢.50 per head 	11. Fire Sprinkler System – New Installation – Commercial: 1-99 heads 100 – 199 heads 200 or more plus ¢.50 per head \$1	9. Spray booths (includes fire protection system) 10. Fire pump	Smoke management system (actual fees based upon the number of reviews	7. Compressed system gas:Hazardous MaterialsMedical gas		 Upgrade (plus \$2.00 per initiating device) Halon or other specially fire suppression system 	Fire Alarm system: New installation	3. Residential and Commercial Variance request	Design & site plan review / consultation Conference (required for Will Serve Letter)		Section "C" - Commercial /Residential Plan Review	
\$350.00 \$700.00 \$1,400.00 min.	n, comments, iping inspection, and initial fire	\$1,400.00 \$2,100.00 min.	\$437.50 \$700.00	mercial: \$1050.00 \$1225.00 \$1400.00	\$875.00 min. \$1,400.00 min.	\$1400 00 min. needed)	\$700.00 \$700.00		\$700.00 min.	\$1400.00 min.	\$350.00	\$175.00/hour	\$175.00	itial Plan	
9. Special fee schedu	7. Standby - 1 hou 8. Illegal b	false alarm anytime a f	5. Incident	3. Photogr 4. Environ	1. Copies (victim o	1	20. Fire fic	19. Techni - 2 hc	18. Admin		17 Subdi	approval, h	16. Re-ins	Item 14 in review of 15. Site Pla	

Item 14 includes review of submitted plans, consultation, comments, review of initial re-submittal for approval, and initial site inspections.

lan Review \$175.00

our minimum requests for inspections. ispection due to changes to approved plans without hydrostatic test failure, incomplete work and \$175.00

•	•	•	17. Subc
25 or more lots	5 – 24 lots	1 - 4 lots	17. Subdivision / lot splits
\$1,400.00 min.	\$1050.00	\$700.00	

inistrative charge for resubmittats upon 2nd or ant revision / submittats. \$350.00

Dur minimum nical report / alternate material or method request \$350.00/hour

dited Plan Review flow / hydrant test \$350.00 \$350,00

Section "D" - Miscellaneous

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Environmental hazard research 1 hour minimum blus field hours	3. Photograph reproduction – jpeg files on CD	2. Audio or video tape reproduction - per tape	Copies of fire reports (victim or allied agency request – NO CHARGE)
\$175,00 min.	\$75.00	\$75.00	\$50.00

nt Cost Recovery מני שומשטח Actual Response Cost

- Alarm cost recovery A fee will be charge for the third rm at the same location with any 180-day period; or a false alarm is generated by an individual working on rm or fire sprinkler system.
- ur minimum by personnel - per hour (1 1/2 time rate) Actual Response Cost
- er minimum burn response Actual Response Cost
- Special projects not otherwise specified elsewhere in this fee schedule.
 \$175.00 minimum

Service provider Contract Per contact agreement

FEE SCHEDULE REVISION SUPPORTING DOCUMENTATION 2020



\$250.00 \$125.00 \$250.00 \$250.00 \$250.00 \$250.00 \$375.00 \$500.00 \$500.00 \$250.00 \$250.00 \$375.00 \$250.00 \$250.00 \$250.00 \$250.00 \$250.00 \$250.00 \$250.00 \$250.00 \$250.00 \$250.00 \$250.00 \$250.00	\$482,00 \$161.00 \$321.00 \$321.00 \$321.00 \$321.00 \$321.00 \$161.00 \$964.00 \$1,123.00 \$321.00 \$321.00 \$482.00 N/A \$161.00	\$454.00 \$329.00 \$329.00 \$329.00 \$329.00 \$329.00 \$676.00 N/A \$1,836.00 + Standby \$717.00 \$329.00 \$454.00 \$329.00	\$350,00 \$350,00 \$350,00 \$350,00 \$350,00 \$525,00 \$700,00 \$790,00 \$350,00 \$350,00
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	\$161.00	\$115.00	\$350.00
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Technical Report/Alternitive Materials	\$250.00	\$1,284.00	N/A	\$350.00
Fire Flow/Hydrant Test	\$250.00	\$482.00	\$176.00	\$350.00
Copy Of Report	\$25.00	\$13.00	N/A	\$50.00
Audio or Video Per Tape	\$50.00	Actual Cost	N/A	\$75.00
Photo per CD	\$50.00	Actual Cost	N/A	\$75.00
Envitonmental Hazard Research	\$125.00	\$161.00	\$115.00	\$075.00
Incident Cost Recovery	\$125.00	\$161.00	\$115.00	\$175.00
False Alarm	\$125.00	\$403.00	Actual Cost	\$350.00
Standby Personnel-per hour	Actual Cost	\$161.00	\$215.00	\$175.00
Illegal Burn	Actual Cost	N/A	\$261.00	\$175.00
Special Projects-Per Hour	\$125.00	\$161.00	\$115.00	\$175.00
Expedite Fee	\$336,24	\$1.90.00	N/A	\$350 00

EXHIBIT A SCHEDULE OF FEES

Personnel Charges - Plan Review and Inspection Services

Hourly Billing Rate ¹² \$155 \$110 \$100
\$110
 \$100
\$100
\$65
Current IRS rates
40% Above Rates Shown

Relmbursable Expenses

Reimbursable expenses shall include, but not be limited to, the following:

Mileage

(Per current IRS rate)

Outside Consultants

(at cost plus 15%)

 ⁴⁻hour minimum for onsite plan review/inspection service
 1-hour minimum billing on all plan review services
 These rates are effective from through December 31, 2023.

South Placer Fire District Fire Prevention Division

revised 4-27-2020

Fire Prevention Rate

	:					
\$177.21		Total Hourly				
\$10.34	2080	\$21,500.00		\$21,500.00	100.00%	Prevention Budget
\$6.92	2080	\$14,400.00	:	\$72,000.00	20.00%	Vehicle/Fuel/Ins
\$1.94	2080	\$4,032.00		\$50,400.00	8.00%	IT/Computers
\$1.67	2080	\$3,480.00		\$34,800.00	10.00%	Office supplies/Copier
\$1.73	2080	\$3,600.00		\$36,000.00	10.00%	Office/phone/utilities/storage
	Hours / Year	Total		Base Cost	%	Overhead
\$8.14	10%	\$81.40	\$7.40	\$74.00		Fiscal Operations
\$36.47	65%	\$56.10	\$5.10	\$51.00		Admin. assistant
\$97.90	100%	\$97.90	\$8.90	\$89.00		Division Chief
\$12.10	10%	\$121.00	\$11.00	\$110.00		Deputy Chief
Total/Hour	% spent FPB	Total \$	10% UI & WC	\$/Hr (PERS)	Number	Direct Personnel Costs Title

SOUTH PLACER FIRE PROTECTION DISTRICT NOTICE OF PUBLIC HEARING LEGAL NOTICE

NOTICE IS HEREBY GIVEN that the Board of Directors of the South Placer Fire District, at a regular meeting on Wednesday, May 13, 2020 at 7:00 pm, will hold a public hearing to consider the adoption of Ordinance No. 3-2019/20 regarding a schedule of certain fees and changes for various fire protection services and related activities, including without limitation inspection services and the processing of applications for and issuance of vanous permits and related activities. The Governor issued Executive Order N-25-20 allowing local legislative bodies to hold The Governor issued meetings via conference calls/online meetings while satisfying state transparency requirements. The Public Hearing will be held solely by telephonic/online means and will be made accessible to members of the public seeking to altend and to address the Board Members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting based on disability or other reasons, should contact the District at least twenty-four (24) hours in advance of the public hearing to make arrangements for such reasonable accommodations at (916) 791-7059. The link will be made available 72 hours before trie hearing on the Districts website (www.southplacerfire.org) and included in the posted Board Agenda. The Ordinance and the revised schedule of fees and charges will be available for public review on May 1, 2020. Members of the public are invited to provide comment at the public hearing, or, in writing, which is received on or before May 11, 2020. Any person challenging in court the decision made at the conclusion of the public hearing. may be limited to raising only those issues raised at such hearing or in correspondence delivered to the District prior to the close of such hearing Information on this matter may be obtained at the District's Station 17 located at 6900 Eureka Road, Granite Bay California, 95745 by expointment only during the Covid-19 crisis or by contacting the District at (916) 791-7059

Fire Chief Eric Walder

South Placer Fire Protection District

PUBLISHED IN THE LOOMIS NEWS: MAY 1, 8, 2020

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Fire Chief Eric We'der
South Placer Fire Protection District
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