



DAN HAVERTY
Interim Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

BOARD OF DIRECTORS - REGULAR MEETING AGENDA

Thursday, July 13, 2023 – 6:00 PM
Sacramento Metropolitan Fire District
10545 Armstrong Avenue
Board Room – Second Floor
Mather, California

&

Remotely Via Zoom
Webinar ID: 827 3461 0232 #
Passcode: metro2101
Phone: 1 (669) 444-9171 or 1 (669) 900 6833
Passcode: 838771796 #

<https://us06web.zoom.us/j/82734610232?pwd=SFILQ1Znd25RSmlhdXZVQVh4d1VWZz09>

D'Elman Clark
Board President
Division 6

Grant Goold
Board Vice President
Division 2

Ted Wood
Board Secretary
Division 4

Cynthia Saylors
Board Member
Division 1

Robert Webber
Board Member
Division 3

Jennifer Sheetz
Board Member
Division 5

Brian Rice
Board Member
Division 7

Gay Jones
Board Member
Division 8

John Costa
Board Member
Division 9

The mission of the Sacramento Metropolitan Fire District is to provide professional and compassionate protection, education and service to our community.

The Public's health and well-being are the top priority for the Board of Directors of the Sacramento Metropolitan Fire District and you are urged to take all appropriate health safety precautions. **To view the meeting via the Zoom Application, please click on the link above.**

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 following person at least forty-eight (48) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations:

Marni Rittburg
Board Clerk
(916) 859-4305

rittburg.marni@metrofire.ca.gov

The Board will convene in open session at 6:00 p.m.



Sacramento Metropolitan Fire District

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REGULAR BOARD MEETING

THURSDAY, JULY 13, 2023

- CALL TO ORDER
- ROLL CALL
- PLEDGE TO FLAG

METRO CABLE ANNOUNCEMENT:

This meeting of the Sacramento Metropolitan Fire District will be cablecast on Metro Cable 14, the local government affairs channel on Comcast, Consolidated Communications and AT&T U-Verse cable systems. This meeting is also webcast at metro14live.saccounty.gov. Today's meeting replays at 2:00 p.m. on Saturday, July 15, 2023 and Monday, July 17, 2023 on Channel 14. This meeting can also be viewed at youtube.com/metrocable14.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON AGENDA:

*The Board of Directors of the Sacramento Metropolitan Fire District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Public members wishing to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may, in the interest of time and good order, limit the number of public member presentations. Speakers' comments will be limited to **three (3) minutes** (Per Section 31 of the Board of Directors Policies and Procedures).*

In accordance with Section 31 of the Board of Directors Policies and Procedures, members of the Public requesting their written comments be read into the meeting record must be present or have a representative present to read their comments during the time allotted.

CLOSED SESSION:

The Board will convene in closed session to meet on the following matter:

1. **PERSONNEL MATTERS – PUBLIC EMPLOYEE EMPLOYMENT**
Pursuant to California Government Code § Sections 54957 and 54957.6
Fire Chief Contract and Discussion
Negotiator: John Lavra, General Counsel.

CLOSED SESSION REPORT OUT

CONSENT ITEMS:

Matters of routine approval including but not limited to action summary minutes, referral of issues to committee, committee referrals to the full Board, items that require yearly approval, declaration of surplus equipment, and other consent matters. The Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.

CONSENT ITEMS

Page No.

1. **Action Summary Minutes** 5
Recommendation: Approve the Action Summary Minutes for the Regular Board Meeting of June 8, 2023.



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REGULAR BOARD MEETING

THURSDAY, JULY 13, 2023

- 2. Approval of the Purchase of two (2) 2024 Ford E-Transit Vans from the National Auto Fleet Group** 15
Recommendation: Approve the purchase of two (2) 2024 Ford E-Transit Vans from the National Auto Fleet Group.

PRESENTATION ITEMS:

- 1. Presentation on the Personal Protective Equipment Program** 26
(Assistant Chief Lozano)
Recommendation: Receive presentation.

PUBLIC HEARINGS:

- 1. Introduction of Ordinance 2023-02 updating the Fee Schedule For Operational Permits, Plan Review, New Construction Inspections, General Fire and Life Safety Inspections, and Other Miscellaneous Services.** 45
(Assistant Chief Law)
Recommendation: Conduct a Public Hearing and introduce Ordinance 2023-02, Amending its Fee Schedule for Operational Permits, Plan Review, New Construction Inspections, General Fire and Life Safety Inspections, and Other Miscellaneous Services.

ACTION ITEMS:

- 1. Disclosure of Material Expenditure – Excess General Liability Insurance – Homesite Insurance Company and HDI Global Services** 100
(Brad Svenningsen, USI Insurance Services)
Recommendation: Authorize payment of \$263,321 to Homesite Insurance Company and \$175,544 to HDI Global Services.

REPORTS:

- 1. PRESIDENT'S REPORT—***(President Clark)*
- 2. FIRE CHIEF'S REPORT—***(Interim Fire Chief Haverty)*
OPERATIONS REPORT – *(Deputy Chief Mitchell)*
ADMINISTRATIVE REPORT – *(Deputy Chief Bailey)*
SUPPORT SERVICES REPORT – *(Deputy Chief Wagaman)*
- 3. SMFD – FIREFIGHTERS LOCAL 522 REPORT –** *(Firefighter Mike Gildone for BC Matt Cole, Local 522 Vice President)*
- 4. COMMITTEE AND DELEGATE REPORTS**
All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.
 - A. Executive Committee –** *(President Clark)*
Next Meeting: TBD



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REGULAR BOARD MEETING

THURSDAY, JULY 13, 2023

- B. Communications Center JPA – (DC Wagaman)**
Next Meeting: July 24, 2023 at 9:00 AM (Special Meeting)
July 25, 2023 at 9:00 AM
- C. Finance and Audit Committee – (Director Wood)**
Next Meeting: July 27, 2023 at 5:30 PM
- D. Policy Committee – (Director Costa)**
Reported Out: June 8, 2023
Next Meeting: August 10, 2023

BOARD MEMBER QUESTIONS AND COMMENTS

ADJOURNMENT

NEXT BOARD MEETING(S):

Unless specified differently, all meetings of the Board are held at Sacramento Metropolitan Fire District, 10545 Armstrong Avenue, Mather, CA

- Regular Board Meeting – July 27, 2023 at 6:00 PM


The following action and presentation items are scheduled for the next board meeting agenda. Board members are requested to identify additional action or presentation items they desire to be scheduled on the agenda.

ANTICIPATED AGENDA ITEMS: Second Reading & Adoption of Ordinance 2023-02 Amending the Fee Schedule for Operational Permits, Plan Review, New Construction Inspections, General Fire and Life Safety Inspections, and Other Miscellaneous Services.

Posted on July 10, 2023

Marni Rittburg, Clerk of the Board

** No written report

**  Separate Attachment

DISABILITY INFORMATION:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (916) 859-4305. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.



DAN HAVERTY
Interim Fire Chief

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ACTION SUMMARY MINUTES – REGULAR MEETING

BOARD OF DIRECTORS SACRAMENTO METROPOLITAN FIRE DISTRICT

Thursday, June 8, 2023

Held at the following locations:

10545 Armstrong Avenue – Board Room

Mather, California

&

Remotely Via Zoom

CALL TO ORDER

The meeting was called to order at 6:01 pm by President Clark. Board members present: Clark, Costa, Jones, Rice, Saylor, Webber and Wood. Board members absent: Goold and Sheetz. Staff present: Interim Chief Haverty, and Board Clerk Marni Rittburg.

PUBLIC COMMENTS

No public comments were received.

CONSENT ITEMS

Action: Moved by Webber, seconded by Wood, and carried unanimously by members present to adopt the consent calendar as follows:

- 1. Action Summary Minutes**
Recommendation: Approve the Action Summary Minutes for the Special Board Meeting of May 13, 2023.
Action: Approved the Action Summary Minutes
- 2. Extension of Wittman Enterprises, LLC CRRD Regional Fire/EMS Inspection Billing Services Agreement**
Recommendation: Authorize the Fire Chief to enter into a one-year contract extension with Wittman Enterprises, LLC.
Action: Approved one-year contract extension.
- 3. Medical Aid and Ambulance Transport User Fee Annual Adjustment for FY2023/24**
Recommendation: Adopt the attached Resolution amending the Ambulance Transport Fee Schedule.
Action: Adopted **Resolution 2023-031.**

4. **Disclosure of Material Expenditure – Insurance Brokerage Services – USI Insurance Services**
Recommendation: Authorize the payment of \$50,000 to USI Insurance Services for insurance brokerage services.
Action: Authorized the payment of \$50,000 to USI Insurance Services for insurance brokerage services.

5. **Disclosure of Material Expenditure – Aviation Liability Insurance – Insurance Services – Westchester Fire Insurance Company**
Recommendation: Authorize the payment of \$123,533 Westchester Fire Insurance Company for the purchase of Aviation Liability Insurance.
Action: Authorized payment of \$123,533 Westchester Fire Insurance Company for the purchase of Aviation Liability Insurance.

6. **FY 2021 Fire Prevention and Safety Grant – Award Acceptance**
(Erin Castleberry, Administrative Analyst)
Recommendation: Adopt Resolution accepting the FY 2021 Fire Prevention and Safety Grant.
Action: Adopted **Resolution 2023-032**.

PUBLIC HEARINGS:

1. **Amending Medical Aid and Ambulance Transport User Fee Ordinance**
(CFO Dave O’Toole and EMS Assistant Chief Rudnicki)
Recommendation: Conduct a Public Hearing to consider amending Ordinance 2017-01 updating the Fee Schedule Ordinance for Medical Aid and Ambulance Transport User Fees for the District. Upon conclusion of the Public Hearing, approve staff’s recommendations and adopt first reading of the Ordinance. Second reading scheduled for meeting of June 22, 2023.

Chief Financial Officer Dave O’Toole presented the item.

Director Clark opened the Public Hearing at 6:09 p.m., hearing no public comments, he closed the public hearing at 6:10 p.m.

Action: Moved by Wood, seconded by Costa, and carried unanimously by a roll call vote of members present to approve staff’s recommendations and adopt the first reading of the Ordinance.

ACTION ITEMS

1. **Fiscal Year 2023/2024 Capital Improvement Program Plan**
(Erin Castleberry, Administrative Analyst)
Recommendation: Receive Presentation and Adopt the Resolution adopting the Capital Improvement Program Plan Fiscal Year 2023/2024 – 2027/2028

Action: Moved by Jones, seconded by Wood, and carried unanimously by roll call vote of members present to adopt **Resolution 2023-033** adopting the Capital Improvement Program Plan Fiscal Year 2023/2024 – 2027/2028.

2. Fiscal Year 2023/24 Preliminary Budget (CFO Dave O'Toole)

- A. Resolution – 2023/24 Preliminary Budget for the General Operating Fund 212A
- B. Resolution – 2023/24 Preliminary Budget for the Capital Facilities Fund 212D
- C. Resolution – 2023/24 Preliminary Budget for the Grants Fund 212G
- D. Resolution – 2023/24 Preliminary Budget for the Development Impact Fees Fund 212I
- E. Resolution – 2023/24 Preliminary Budget for the Leased Properties Fund 212L
- F. Resolution – 2023/24 Preliminary Budget for the IGT Fund 212M

Recommendation: Receive Presentation/Adopt FY 2023/24 Budget Resolutions.

Action: Moved by Costa, seconded by Webber, and carried unanimously by roll call vote of members present to adopt **Resolution 2023-034** adopting the 2023/24 Preliminary Budget for the General Operating Fund 212A.

Action: Moved by Rice, seconded by Jones, and carried unanimously by roll call vote of members present to adopt **Resolution 2023-035** adopting the 2023/24 Preliminary Budget for the Capital Facilities Fund 212D.

Action: Moved by Jones, seconded by Wood, and carried unanimously by roll call vote of members present to adopt **Resolution 2023-036** adopting the 2023/24 Preliminary Budget for the Grants Fund 212G.

Action: Moved by Rice, seconded by Jones, and carried unanimously by roll call vote of members present to adopt **Resolution 2023-037** adopting the 2023/24 Preliminary Budget for the Development Impact Fees Fund 212I.

Action: Moved by Jones, seconded by Costa, and carried unanimously by roll call vote of members present to adopt **Resolution 2023-038** adopting the 2023/24 Preliminary Budget for the Leased Properties Fund 212L.

Action: Moved by Jones, seconded by Rice, and carried unanimously by roll call vote of members present to adopt **Resolution 2023-039** adopting the 2023/24 Preliminary Budget for the IGT Fund 212M.

3. Disclosure of Material Expenditure – Excess Workers' Compensation Insurance Safety National Casualty Corp.

(DC Bailey)

Recommendation: Authorize the payment of \$477,047 to Safety National Casualty Corporation for Excess Workers' Compensation Insurance.

Action: Moved by Webber, seconded by Rice, and carried unanimously by roll call vote of members present to authorize the payment of \$477,047 to Safety National Casualty Corporation for Excess Workers' Compensation Insurance.

- 4 **Consideration and Board Direction on Developing a Lift Assist Fee**
(Interim Fire Chief Haverty)
Recommendation: Discuss and provide direction to staff.
Action: Board consensus to bring back recommendations to the Board at a future meeting.

REPORTS

1. **PRESIDENT'S REPORT - (President Clark)**

No Report

2. **FIRE CHIEF'S REPORT - (Interim Chief Haverty)**

1. **New Hire**

a. Please join me in welcoming:

- i. Milton Mora Zaragoza, hired as an Accounting Specialist in the Finance Division effective June 1;

2. Last week I had the honor of recognizing Engineer John Walsh for his 40 years of service with the District.

3. **Recruitment**

a. HR is accepting applications for:

- i. Paramedic (internal/external) with a final filing date of June 30 by 4 PM

ii. Firefighter/Paramedic for the 24-1 fire academy tentatively scheduled for January or February 2024. Application deadline is July 7 by 4 PM

iii. Metro Medic Program 23-1 Drill Instructors filing date extended to June 16. We have three instructors and need six.

b. Congratulations to the following personnel who successfully completed the 2023 Fire Captain examination in the order indicated below. The eligibility list will be effective immediately and will end on June 5, 2025.

c.

| | | |
|----|-----------|-----------|
| 1 | Nicholas | Covington |
| 2 | Andy | Field |
| 3 | Jeffrey | Miller |
| 4 | Kyle | Fritz |
| 5 | Tim | White |
| 6 | Jacob | Currie |
| 7 | Aaron | Wynne |
| 8 | Trevor | Jamison |
| 9 | Igor | Zalutskiy |
| 10 | Ryan | McDermott |
| 11 | Mark | Guseynov |
| 12 | Jacob | Buzzetta |
| 13 | Ryan | Van Brunt |
| 14 | Thomas | DeGrace |
| 15 | Daniel | Weld |
| 16 | Addam | Schwartz |
| 17 | Katie | Trimble |
| 18 | Chris | Gregory |
| 19 | Tyler | Oshiro |
| 20 | John | Cassara |
| 21 | Nathaniel | Hazlett |
| 22 | Kiegon | List |

4. Miscellaneous

- a. Chief Bailey and I attended a kick-off fundraising meeting with Supervisor Frost, Roger Mitchell and Good Life to discuss the restoration of old fire station in Rio Linda.

- d. Tomorrow, June 9 the following two events will take place:
 - i. The Congressional Briefing and Tour of the Zinfandel Training with Congressman Ami Bera is scheduled for 9:30 AM.

 - ii. Celebration of life for BC John French, 11:30 AM at the Del Webb-Lincoln Sports Pavilion located at 1050 Del Webb Blvd. Lincoln, CA. 95648. Chief French retired in 1990 from the American River Fire District. He worked out of then Station 1, now Station 101. He began his career with the Arden Fire Department.

OPERATIONS REPORT *(Deputy Chief Adam Mitchell)*

1. SOC/STRATEGIC PLAN UPDATE

- A. SOC is nearing completion of final draft. Update is that completion is anticipated by end of this month.
- B. Once this document is complete, we will determine where the strengths and opportunities for improvement are across the District, then determine which opportunities should be prioritized to address immediate needs of the community.
- C. This is right in alignment with the strategic plan process that was discussed recently.
- D. Once this information is compiled and recommendations are developed with member input, we will come back to the Board with recommendations for review/adoption to support the strategic plan process.

2. SERVICE DELIVERY PLANNING UPDATE

- A. Thank you for the direction on how to proceed on transitioning some of our FDMs to MMP units at the last meeting.
- B. The intent is to work through this transition to lower mandatory callback and brownout potential in the near term, while allowing the more sustainable strategic planning decision process to take over towards the end of this calendar year and into next fiscal year.
- C. To finalize implementation of the transition as directed by the Board, we have an upcoming planning meeting to determine dates and workload for finishing phase 1 and parts of the phase 2 ASAP.

3. BURN INJURY UPDATE

- A. In the early morning hours of Sunday, June 4th, our members responded to structure fire in Battalion 5's area.
- B. A member sustained superficial and partial thickness burns to the ears, face, neck, wrists and leg as a result of this incident.
- C. I wanted to express our gratitude to the FFBI and the Liaison Response Team for their support of our members in receiving the highest level of care when these situations occur. They were there that morning when called and continue to follow up with our member.
- D. Happy to report the member was treated and released that same morning at UCD. I spoke with him yesterday and happy to say he is doing well and has been following up with the Burn Institute.

4. PUBLIC FEEDBACK

- A. A member of the public reached out to express her gratitude for services rendered by our crews at St. 32 on multiple occasions over the last couple months.
- B. Read an excerpt from an email sent in by a member of the public to Chief Haverty.

ADMINISTRATIVE REPORT (*Deputy Chief Ty Bailey*)

Community Relations Division

- Working with the City of Rancho Cordova and City of Citrus Heights to get fireworks safety messaging out. Will be filming a shoot with CHPD to use in our marketing. Will also be filming with Sac Sheriff and RCPD for fireworks messaging.
- 30 Metro engines now have firework decals on them – 'Keep is Safe, Keep it Legal'
- Successful open house at station 68 on 5/27/23 – Thank you to CERT for providing 'Hands Only CPRE education' and the 68A crew for spraying water and engaging with the community. Flare the fire dog made an appearance. Special thanks to our Air Ops for having the helicopter flyover at the open house. Several hundred community members came out for the tour and it was well received by the Rancho Cordova community.
- Captain Wilbourn did a live interview with Fox, this evening June 8, 2023 at 5:00pm regarding wildfires.
- We continue to disseminate information to the community regarding the recent arson fires and continue to assist the community for assistance.

RFP for Workers Compensation

- Interviews are being held the last week of June.

Finance

- Finance welcome Milton Mora as an Accounting Specialist, who replaced Nati Manalo, who retired in March.
- Finance has also begun to meet with the District's new independent auditor, Badawi and Associates, who the Board at the May 25th Board meeting.
- Finance has commenced its biannual District equipment inventory, a process requiring visits to every District property and substantial coordination. Work will finish later this month.

Human Resources

- Administrative Specialist Interviews 6/22/23
- BC Exam's next week
- 1 Fire Investigator II – starting on 6/12/23
- 1 Office Technician – starting 6/12/23
- 1 Office Technician in backgrounds
- 1 Logistic Technician in backgrounds

Backgrounds

- MMP 23-1 Academy scheduled to start on July 10, 2023:
 - 10 EMTs
 - 15 Paramedics (background being completed for this group)
- MMP 23-2 Academy TBD
 - Background orientation being held on 6/12/23
 - 7 Paramedics

- Reserve Firefighters:
 - 4 Reserve Firefighters will be starting on 6/10/23

SUPPORT SERVICES REPORT *(Deputy Chief Tyler Wagaman)*

DC Wagaman gave a branch update on the efforts of the Community Risk Reduction Division (CRRD) fireworks enforcement and messaging. CRRD, Chief Law and our Fire Investigation Unit has been working tirelessly over the last several months with our regional partners to put a solid plan together to combat illegal fireworks. Chief Law and Deputy Chief Amy Nygren will be presenting this plan at the upcoming Board of Supervisors meeting. We have already been receiving an uptick in complaints on illegal fireworks. If you experience illegal fireworks activity in and around your community, in addition to your local law enforcement, please access the Metro Fire Website where we have links, phone numbers and emails for the various agencies and who to contact.

The Fire Investigation Unit has been tremendously busy. There is some relief ahead as a new Fire Investigator will be starting on June 12th who has years of law enforcement training and experience.

Facilities has been very busy installing A/C units, painting, bathroom remodels, Station 50 privacy project was awarded, and one of our newest Facilities Technicians will be installing a new countertop at Station 41.

3. SMFD – FIREFIGHTERS LOCAL 522 REPORT *(Vice President Matt Cole)*

Firefighter/Paramedic Brian Cowin gave the report for Matt Cole and congratulated the 22 personnel that passed the Captains test and wished the personnel that will be taking the BC exam next week the best of luck. Local 522 is looking forwarding to scheduling a labor management meeting to discuss the detailed employment changes the Board approved during the last meeting.

4. COMMITTEE AND DELEGATE REPORTS

All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.

A. Executive Committee – (President Clark)

Next Meeting: TBD

No Report.

B. Communications Center JPA – (D.C. Wagaman)

Next Meeting: June 13, 2023 at 9:00 AM

No Report.

C. Finance and Audit Committee – (Director Wood)

Next Meeting: July 27, 2023 at 5:30 PM

No Report.

D. Policy Committee – (Director Costa)
Next Meeting: TBD

Director Costa reported the Policy Committee met tonight and moved the FMLA Policy forward for Board consideration and approval at a future meeting.

BOARD MEMBER QUESTIONS AND COMMENTS

Director Jones thanked Station 68 and staff for a great open house. It was a terrific opportunity for friends and neighbors to come together to see the new station.

Director Saylor congratulated the personnel who successfully completed the 2023 Fire Captain examination and wished the personnel good luck that will be taking the BC exam next week. Stay safe out there, grass season is upon on.

Director Rice thanked Interim Chief Haverty for bringing up BC John French and his many years with the fire service. He was such a sweet man and will be missed. Director Rice requested a presentation from Robert "Bobbie" Sestito of Logistics on the personal protective equipment program.

Director Wood thanked Station 62 for their time. Director Wood encouraged everyone to purchase a ticket to Luau On The Links on Saturday, June 24th from 7 to 11 p.m. which supports a great organization, the Firefighters Burn Institute.

Director Clark thanked staff for the hard work and dedication to Metro Fire and the fire service.

To view the video of the meeting, please visit the Metro Fire Website or our YouTube channel:

<https://metrofire.ca.gov/2023-06-08-board-meeting>

The Board recessed to Closed Session at 7:44 p.m. on the following matter:

CLOSED SESSION

- 1. PERSONNEL MATTERS – PUBLIC EMPLOYEE EMPLOYMENT**
Pursuant to California Government Code Section 54957
Fire Chief Selection Process
Action: The Board took no reportable action.

CLOSED SESSION REPORT OUT:

The board reconvened to open session at 7:59 p.m. and reported:

1. The Board met on the Fire Chief Selection Process, and no reportable action was taken.

ADJOURNMENT

The meeting was adjourned at 8:00 p.m.

D'Elman Clark, President

Ted Wood, Secretary

Marni Rittburg, CMC, Board Clerk



DAN HAVERTY
Interim Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, CA 95655 · Phone (916) 859-4300 · Fax (916) 859-3702

DATE: July 13, 2023
TO: Board of Directors
SUBJECT: Purchase Approval – Two (2) Ford E-Transit Vans

TOPIC

Staff seeks Board approval for the purchase of two (2) 2024 Ford E-Transit Vans from the National Auto Fleet Group.

SUMMARY

This purchase is available through the Sourcwell cooperative purchasing contract number 091521-NAF. Sourcwell used a competitive bid process when awarding this contract. Additionally, purchasing has reviewed the contract and determined it is consistent with Metro Fire purchasing policies and procedures.

DISCUSSION

These vehicles will be replacing delivery vans which are at the end of their service life due to age and mileage.

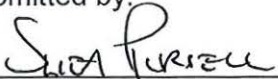
FISCAL IMPACT

The total cost of the purchase for the two (2) 2024 Ford E-Transit Vans is \$135,168.32. The funds for this purchase were included in the FY 2022/23 Final Budget and carried forward into the FY 2023/24 Preliminary Budget.

RECOMMENDATION

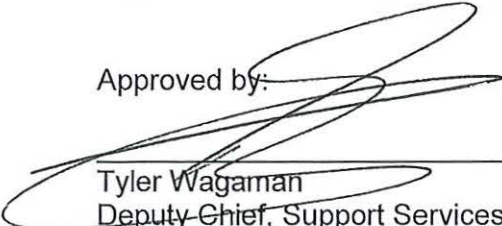
Staff respectfully recommends the Board approve the purchase of two (2) 2024 Ford E-Transit Vans from the National Fleet Auto Group.

Submitted by:



Shea Pursell
Fleet Manager

Approved by:



Tyler Wagaman
Deputy Chief, Support Services



Sacramento Metropolitan Fire District

HEADQUARTERS: 10545 Armstrong Ave. • Mather, CA, 95655 • Phone (916) 859-4300 • Fax (916) 859-3702

Website: www.metrofire.ca.gov

PURCHASING: 3012 Gold Canal Dr. • Rancho Cordova, CA, 95670 • Phone (916)859-4360 • Fax (916) 859-3729

REQUEST FOR EXCEPTION TO COMPETITIVE BIDDING PROCESS and DISCLOSURE STATEMENT

Purchase Description: Two (2) Ford E-Transit Vans

Proposed Vendor: National Auto Fleet Group

Estimated Total Cost: \$ 135,168.00

This form must accompany the purchase document whenever an exception to the competitive bidding process is requested. State and local laws subject the Sacramento Metropolitan Fire District to competitive bidding rules. Requests for goods and/or services from a specific vendor or that are limited to a specific brand, where substitutes to the recommended vendor or brand are not in the best interest of the District, must be accompanied by a written justification explaining the circumstances that make alternatives unacceptable. The employee signing the justification must disclose in writing whether or not he/she has a potential or actual conflict of interest. Metro Fire employees who have a business relationship with or financial or personal interest in the recommended vendor must disclose the conflict of interest. Any employee with an actual or potential conflict of interest may not participate in the purchase decision.

The Purchasing Manager or their authorized designee will determine whether the justification is appropriate. Requests for exceptions to the competitive bidding process must be supported by factual statements that will pass an audit.

1. Please check **all** applicable categories below and provide additional information where indicated.

a. The requested product is an integral repair part or accessory compatible with existing equipment.

Existing Equipment:

Manufacturer/Model Number:

Age:

Current Estimated Value:

b. The requested product has unique design/performance specifications or quality requirements that are not available in comparable products.

c. I have standardized the requested product, and the use of another brand/model would require considerable time and funding to evaluate.

EXCEPTION TO COMPETITIVE BIDDING AND DISCLOSURE STATEMENT

- d. The requested product is one in which I (and/or my staff) have specialized training and/or extensive expertise. Retraining would incur substantial cost in time and/or funding.
- e. The requested product is used or demonstration equipment available at a lower-than-new cost.
- f. Repair/Maintenance service is available only from the manufacturer or designated service representative.
- g. Upgrade to or enhancement of existing software is available only from the manufacturer.
- h. Service proposed by vendor is unique, therefore, competitive bids are not available or applicable.
- i. Other factors

2. Provide a detailed explanation and pertinent documentation for each category checked in Section 1 above. Attach additional sheets if necessary:

Purchase will be made through the Sourcewell Contract 091521-NAF.
This contract was established using a competitive bidding process.

3. Was an evaluation of other equipment, products, or services performed? Yes No
If yes, please provide all supporting documentation.

4. List below the name of each individual who was involved in the evaluation, if conducted, and/or in making the recommendation to procure this product or service. Attach additional information if necessary. **Each individual must submit a completed and signed Disclosure Statement (attached).**

- 1. Shea Pursell
- 2.
- 3.
- 4.

I certify that the above information is accurate to the best of my knowledge, and a signed copy of this document will be kept on file and available for audit in my department.



Signature
Shea Pursell

Printed Name

Fleet Manager

Budget Officer Title
7-5-23

Date



Branch Deputy Chief Signature

Approval

Tyler Waqaman 7-6-23

Printed Name Date



**DISCLOSURE STATEMENT TO ACCOMPANY
REQUEST FOR EXCEPTION TO COMPETITIVE BIDDING PROCESS**

When submitting a request for an exception to the competitive bidding process, each individual involved in evaluating and/or in making a recommendation to purchase the proposed good/service must complete, sign, and submit this Disclosure Statement. Filing an annual statement of economic interest does not exempt an employee from this requirement. Attach additional information if necessary.

Purchase Description: Two (2) Ford E-Transit Vans

Proposed Vendor: National Auto Fleet Group

1. Please list any income or gifts you received from this vendor during the past 12 months:

None

2. Please list any financial interests (stocks, shares, investments, etc.) you have in this vendor:

None

3. Do you have any other type of business or personal relationship with this vendor?

No

4. To the best of your knowledge, does any member of your departmental staff have a business or personal relationship with this vendor?

No

5. Do you or any of your near relatives have any financial or personal interest in this vendor? If yes, please describe.

No

6. Please provide any additional information you believe should be disclosed at this time:

N-A

I certify that the above information is accurate to the best of my knowledge, and a signed copy of this document will be kept on file and available for audit in my department.

Shea Pursell
Signature

SHEA PURSELL

Printed Name

Fleet Manager
Title

7-5-23

Date



National Auto Fleet Group

A Division of Chevrolet of Watsonville
490 Auto Center Drive, Watsonville, CA 95076
(855) 289-6572 • (831) 480-8497 Fax
Fleet@NationalAutoFleetGroup.com

5/25/2023
6/27/2023 Re-Configured

Quote ID: 24164 R1

Order Cut Off Date: 8/1/2023

Ms Shea Pursell
Sacramento Metropolitan Fire District
4425 Dudley Blvd.
McClellan, California, 95652

Dear Shea Pursell,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.

Two (2) New/Unused (2023 Ford E-Transit Cargo Van (W3X) T-350 148" EL Hi Rf 9500 GVWR RWD, Factory Order/FIN Code: QL467) and delivered to your specified location, each for

| | One Unit (MSRP) | One Unit | Total % Savings | Extended Unit's (2) | Total Savings |
|-------------------------------|-----------------|-------------|-----------------|---------------------|---------------|
| Contract Price | \$63,715.00 | \$62,715.00 | 1.569 % | \$125,430.00 | \$2,000.00 |
| Factory Order/FIN Code: QL467 | \$0.00 | \$0.00 | | \$0.00 | |
| Tax (7.7500 %) | | \$4,860.41 | | \$9,720.82 | |
| Tire fee | | \$8.75 | | \$17.50 | |
| Total | | \$67,584.16 | | \$135,168.32 | |

- per the attached specifications.

This vehicle(s) is available under the **Sourcewell Contract 091521-NAF** . Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper
Account Manager
Email: Fleet@NationalAutoFleetGroup.com
Office: (855) 289-6572
Fax: (831) 480-8497

Quoting Department
Account Manager
Fleet@NationalAutoFleetGroup.com
(855) 289-6572



GMC

2023 Fleet/Non-Retail Ford E-Transit Cargo Van T-350 148" EL Hi Rf 9500 GVWR RWD

WINDOW STICKER

| 2023 Ford E-Transit Cargo Van T-350 148" EL Hi Rf 9500 GVWR RWD | | MSRP |
|---|--|-------------|
| W3X | 2023 Ford E-Transit Cargo Van T-350 148" EL Hi Rf 9500 GVWR RWD | \$55,995.00 |
| OPTIONS | | |
| 99K | Engine: Electric Motor, (STD) | \$0.00 |
| 44A | Transmission: Single-Speed, (STD) | \$0.00 |
| 647 | Wheels: 16" Silver Aluminum Alloy | \$370.00 |
| YZ | Oxford White | \$0.00 |
| CB | Ebony, Cloth Front Bucket Seats | \$0.00 |
| 21M | Ebony Cloth Bucket Seats w/Armrests, -inc: 2-way manual driver seat w/lumbar and 2-way manual passenger seat | \$0.00 |
| 101A | Order Code 101A | \$0.00 |
| 96C | Interior Upgrade Package, -inc: full-height polypropylene cargo area panels, Front & Rear Vinyl Floor Covering, wheel well liners, Cruise Control w/Adjustable Spd Limiting Device (ASLD), The ASLD feature is great for city driving; it allows the driver to set an upper speed limit for the vehicle, If the vehicle begins to approach the upper speed limit then audible and visual warning are given, Illuminated Sun Visors | \$1,330.00 |
| 55D | Front Fog Lamps, -inc: Auxiliary lamps that are generally integrated into the front fascia and designed to help illuminate the roadway during poor visibility | INC |
| 85B | Heavy-Duty Scuff Plate Kit, -inc: heavy-duty scuffs for rear cargo doors and sliding passenger-side door, Heavy-duty scuff plate kit is not installed on vehicle, needs to be installed by upfitter/dealership | INC |
| 86F | 2 Additional Keys (4 Total), -inc: key fobs | \$70.00 |
| 60C | Cruise Control w/Adjustable Spd Limiting Device (ASLD), -inc: The ASLD feature is great for city driving; it allows the driver to set an upper speed limit for the vehicle, If the vehicle begins to approach the upper speed limit then audible and visual warning are given | INC |
| 85C | Illuminated Sun Visors | INC |
| 15F | Full Rear Compartment Lighting, -inc: cargo area LED lights at C-pillar, D-pillar and mid-ship and rear compartment LED switch | \$70.00 |
| 86W | Front All-Weather Floor Mats | \$110.00 |
| 60B | Heavy-Duty Cargo Flooring, -inc: Heavy-Duty Scuff Plate Kit, heavy-duty scuffs for rear cargo doors and sliding passenger-side door, Heavy-duty scuff plate kit is not installed on vehicle, needs to be installed by upfitter/dealership | \$925.00 |
| 47T | Lockable Door Bulkhead w/Window, -inc: The bulkhead is located behind the driver and passenger seats in the cargo van, and separates them from the cargo area, Passenger-Side B-Pillar Assist Handle | \$1,295.00 |
| 65A | Blind Spot Assist 1.0, -inc: Blind Spot Information System (BLIS) w/Cross-Traffic Alert and trailer coverage, Blind Spot Assist 1.0 combines Blind Spot Information System (BLIS) w/lane keeping aid to provide a visual warning and resistive steering torque to prevent a collision should an object be recognized in the vehicles blind spot while changing lanes, Short-Arm Pwr-Folding Heated Pwr Adjusting Mirrors, turn signals | \$555.00 |
| 61D | 360-Degree Camera w/Split View, -inc: front washer, Front, side and rear facing cameras allow the driver to toggle through different camera views via a button located on the instrument panel, Honeycomb Mesh Grille w/Chrome Surround, Reverse Sensing System, Front Fog Lamps, Auxiliary lamps that are generally integrated into the front fascia and designed to help illuminate the roadway during poor visibility | \$655.00 |
| 43R | Reverse Sensing System | INC |
| 94A | Side Sensing System, -inc: Works similar to the reverse sensing system, as it sounds a tone when the vehicle gets close to surrounding vehicles and other objects, Front Sensing System, Front Fog Lamps, Auxiliary lamps that are generally integrated into the front fascia and designed to help illuminate the roadway during poor visibility, Reverse Sensing System | \$445.00 |
| 41B | Passenger-Side B-Pillar Assist Handle | INC |
| Please note selected options override standard equipment | | |

| | |
|--|--------------------|
| SUBTOTAL | \$61,820.00 |
| Advert/ Adjustments | \$0.00 |
| Manufacturer Destination Charge | \$1,895.00 |
| TOTAL PRICE | \$63,715.00 |
| Est City: 19 MPG Est Highway: 22 MPG Est Highway Cruising Range: 506.00 mi | |

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

Notes

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| |

Standard Equipment

MECHANICAL

| |
|--|
| Engine: Electric Motor (STD) With 68kWH standard range high-voltage battery. |
| Transmission: Single-Speed (STD) |

EXTERIOR

| |
|---|
| Wheels: 16" Steel w/Full Silver Cover (STD) |
|---|

INTERIOR

| |
|--|
| Dark Palazzo Gray Vinyl Bucket Seats -inc: 2-way manual driver seat, 2-way manual passenger seat and driver armrest only (STD) |
|--|

ADDITIONAL EQUIPMENT

| |
|---|
| Zero Evaporated Emissions System |
| Rear-Wheel Drive |
| Electric Axle |
| 70-Amp/Hr Maintenance-Free Battery w/Run Down Protection |
| 3240# Maximum Payload |
| GVWR: 9,500 lbs |
| Front And Rear Anti-Roll Bars |
| Electric Power-Assist Steering |
| Strut Front Suspension w/Coil Springs |
| Trailing Arm Rear Suspension w/Coil Springs |
| Regenerative 4-Wheel Disc Brakes w/4-Wheel ABS, Front Vented Discs, Hill Hold Control and Electric Parking Brake |
| Lithium Ion Traction Battery w/10.5 kW Onboard Charger, 12 Hrs Charge Time @ 220/240V and 68 kWh Capacity |
| Tires: 235/65R16C 121/119 R AS BSW |
| Steel Spare Wheel |
| Full-Size Spare Tire Stored Underbody w/Crankdown |
| Clearcoat Paint |
| Black Front Bumper |
| Black Rear Bumper w/1 Tow Hook |
| Black Bodyside Cladding and Black Wheel Well Trim |
| Black Side Windows Trim and Black Front Windshield Trim |
| Black Door Handles |
| Black Side Mirrors w/Convex Spotter |
| Short-Arm Manual-Folding Power Adjust Mirrors |
| Light Tinted Glass |
| Rain Detecting Variable Intermittent Wipers |
| Fully Galvanized Steel Panels |
| Colored Grille w/Chrome Surround |
| Front License Plate Bracket |
| Sliding Rear Passenger Side Door |
| Split Swing-Out Rear Cargo Access |
| Tailgate/Rear Door Lock Included w/Power Door Locks |
| Ford Co-Pilot360 - Autolamp Auto On/Off Aero-Composite Halogen Auto High-Beam Headlamps w/Delay-Off |
| Headlights-Automatic Highbeams |
| Laminated Glass |
| Radio w/Seek-Scan, Clock and Steering Wheel Controls |
| Radio: AM/FM Stereo w/SYNC 4 -inc: 12" multi-function display, Bluetooth, dual USB ports, embedded voice recognition, connected |

navigation w/3 years of service available through Ford Pro Intelligence, 4 speakers (front), Ford commercial solutions energy management and vehicle insight tools (access to the Ford charge network, public charging account setup and management, driver public charging tools, home charging reimbursement, Ford E-Telematics dashboard and connected navigation) included for commercial and business customers complimentary for 1 year

| |
|--|
| Streaming Audio |
| Fixed Antenna |
| Bluetooth Wireless Phone Connectivity |
| 1 LCD Monitor In The Front |
| 4-Way Driver Seat |
| 4-Way Passenger Seat |
| Manual Tilt/Telescoping Steering Column |
| Gauges -inc: Speedometer, Odometer, Traction Battery Level, Power/Regen and Trip Odometer |
| FordPass Connect 4G Mobile Hotspot Internet Access |
| Front Cupholder |
| Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry and Panic Button |
| Electronic Air Temperature Control |
| Locking Glove Box |
| Driver Foot Rest |
| Interior Trim -inc: Metal-Look Instrument Panel Insert |
| Front Cloth Headliner |
| Piano Black/Metal-Look Gear Shifter Material |
| Vinyl Front Bucket Seats |
| Partial Floor Console w/Storage and 2 12V DC Power Outlets |
| Front Map Lights |
| Fade-To-Off Interior Lighting |
| Front Only Vinyl/Rubber Floor Covering |
| Cargo Space Lights |
| Driver Alert |
| Pre-Collision Assist w/Automatic Emergency Braking |
| Instrument Panel Bin, Driver And Passenger Door Bins |
| Power 1st Row Windows w/Driver 1-Touch Down |
| Power Door Locks w/Autolock Feature |
| Driver Information Center |
| Analog Appearance |
| Manual Adjustable Front Head Restraints |
| Securilock Anti-Theft Ignition (pats) Immobilizer |
| 2 12V DC Power Outlets |
| Ford Co-Pilot360 w/Side Wind Stabilization Electronic Stability Control (ESC) And Roll Stability Control (RSC) |
| ABS And Driveline Traction Control |
| Side Impact Beams |
| Dual Stage Driver And Passenger Seat-Mounted Side Airbags |
| 911 Assist Emergency Sos |
| Lane-Keeping System Lane Departure Warning |
| Low Tire Pressure Warning |
| Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch |
| Safety Canopy System Curtain 1st Row Airbags |
| Airbag Occupancy Sensor |
| Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters and Pretensioners |
| High Resolution Digital Camera Back-Up Camera |

Vehicle Configuration Options

| ENGINE | |
|----------------------|--|
| Code | Description |
| 99K | Engine: Electric Motor, (STD) |
| TRANSMISSION | |
| Code | Description |
| 44A | Transmission: Single-Speed, (STD) |
| WHEELS | |
| Code | Description |
| 647 | Wheels: 16" Silver Aluminum Alloy |
| PRIMARY PAINT | |
| Code | Description |
| YZ | Oxford White |
| SEAT TYPE | |
| Code | Description |
| CB | Ebony, Cloth Front Bucket Seats |
| SEATING ARRANGEMENT | |
| Code | Description |
| 21M | Ebony Cloth Bucket Seats w/Armrests, -inc: 2-way manual driver seat w/lumbar and 2-way manual passenger seat |
| OPTION PACKAGE | |
| Code | Description |
| 101A | Order Code 101A |
| ADDITIONAL EQUIPMENT | |
| Code | Description |
| 96C | Interior Upgrade Package, -inc: full-height polypropylene cargo area panels, Front & Rear Vinyl Floor Covering, wheel well liners, Cruise Control w/Adjustable Spd Limiting Device (ASLD), The ASLD feature is great for city driving; it allows the driver to set an upper speed limit for the vehicle, If the vehicle begins to approach the upper speed limit then audible and visual warning are given, Illuminated Sun Visors |
| 55D | Front Fog Lamps, -inc: Auxiliary lamps that are generally integrated into the front fascia and designed to help illuminate the roadway during poor visibility |
| 85B | Heavy-Duty Scuff Plate Kit, -inc: heavy-duty scuffs for rear cargo doors and sliding passenger-side door, Heavy-duty scuff plate kit is not installed on vehicle, needs to be installed by upfitter/dealership |
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| 85C | Illuminated Sun Visors |
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| 86W | Front All-Weather Floor Mats |
| 60B | Heavy-Duty Cargo Flooring, -inc: Heavy-Duty Scuff Plate Kit, heavy-duty scuffs for rear cargo doors and sliding passenger-side door, Heavy-duty scuff plate kit is not installed on vehicle, needs to be installed by upfitter/dealership |
| 47T | Lockable Door Bulkhead w/Window, -inc: The bulkhead is located behind the driver and passenger seats in the cargo van, and separates them from the cargo area, Passenger-Side B-Pillar Assist Handle |
| | Blind Spot Assist 1.0, -inc: Blind Spot Information System (BLIS) w/Cross-Traffic Alert and trailer coverage, Blind Spot Assist |

| | |
|-----|--|
| 65A | 1.0 combines Blind Spot Information System (BLIS) w/lane keeping aid to provide a visual warning and resistive steering torque to prevent a collision should an object be recognized in the vehicles blind spot while changing lanes, Short-Arm Pwr-Folding Heated Pwr Adjusting Mirrors, turn signals |
| 61D | 360-Degree Camera w/Split View, -inc: front washer, Front, side and rear facing cameras allow the driver to toggle through different camera views via a button located on the instrument panel, Honeycomb Mesh Grille w/Chrome Surround, Reverse Sensing System, Front Fog Lamps, Auxiliary lamps that are generally integrated into the front fascia and designed to help illuminate the roadway during poor visibility |
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| 41B | Passenger-Side B-Pillar Assist Handle |



Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, CA 95655 · Phone (916) 859-4300 · Fax (916) 859-3702

DAN HAVERTY
Interim Fire Chief

DATE: July 13, 2023
TO: Board of Directors
SUBJECT: PPE Presentation

TOPIC

PPE Presentation

SUMMARY

Receive presentation from Bobbie Sestito, Safety Division, on Personal Protective Equipment program.

DISCUSSION

NA

FISCAL IMPACT

NA

RECOMMENDATION

NA

Submitted by:

Approved by:


Michael Lozano (Jul 7, 2023 10:49 PDT)


Charles Jenkins (Jul 7, 2023 11:31 PDT)

Michael Lozano
Assistant Chief, Director of Training

Charles Jenkins
Assistant Chief, Operations



Metro Fire PPE: The Past, The Present, and The Future

Robert Sestito



Who Am I?

Robert “Bobbie” Sestito

- Hired 4-1-03
- Logistics 10 years
- 3 years working with PPE
- 7 years overseeing Safety



What is a Safety Division?

The maintenance and oversight of:

- PPE
- SCBA
- Wear trials and purchasing
- Fit testing
- 1.3m to 2.0m budget
- Order, inventory, and dispose of all PPE
- 1 BC part time, 2 Specialist, Logs tech part time, 6 SCBA tech on OT



Legal Precedence ,Standards, and Codes

- NFPA-1851- 2020 Edition
Standard on Selection, Care, and Maintenance of Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting
- AB 2146
Occupational safety: fire fighters: personal protective equipment
- Title 8 Regulations Group 2 Article 10.1 Sections 3401 – 3411
Cal OSHA Labor Law
Codified current edition of NFPA 1851 into law
Cleaning twice yearly
Advanced inspection yearly
Certified garments
10 year life span
Program Managers
- Advisory Board



Metro Fire PPE Program

The Program:

- A and B system
- 2 Sets of wildland gear
- 2 Sets of structure gloves
- 4 Particulate blocking hoods
- 1 Helmet
- 1 Set of boots
- Personal purchase policy



Metro Fire PPE Program

- Battalion based cleaning
Notification based
- Logistics transportation
- 24 hour turn around on cleaning
- 36 hour turn around on advanced inspections
- After-hours pick up Starting July 1 2023
- Cleaning of accessories
 - Hoods and Gloves
 - Boots Helmets
 - Shrouds
- Preliminary exposure reduction
- Decontamination hubs

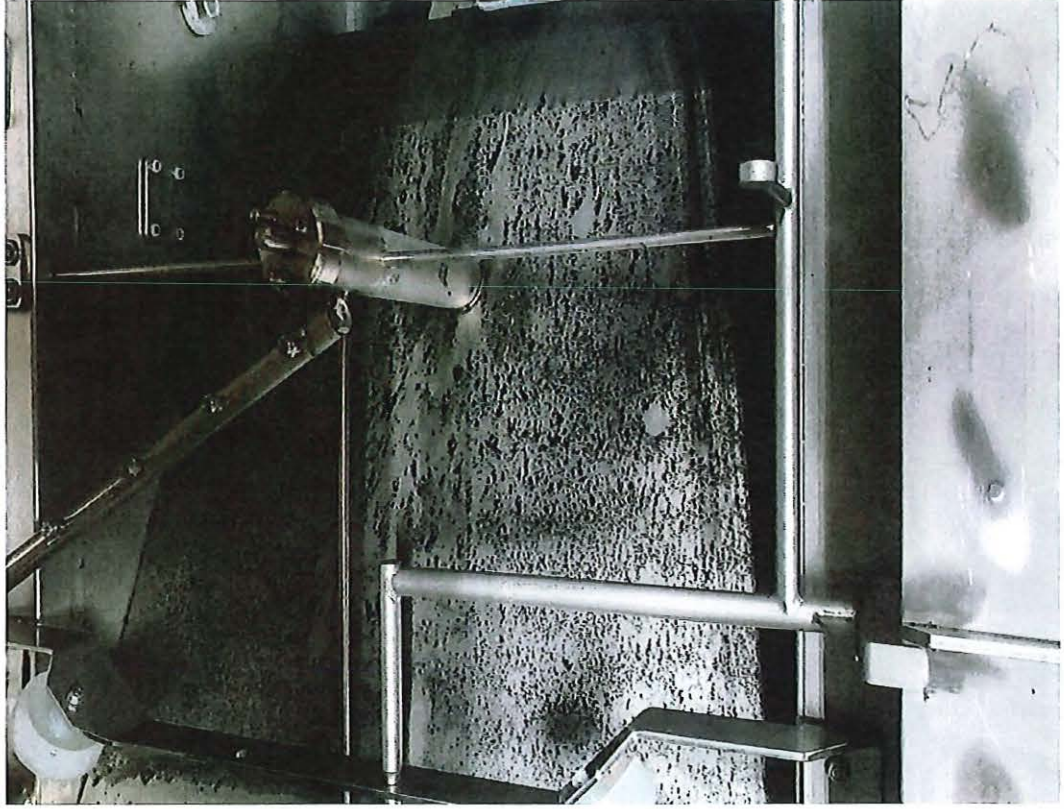
- Extractors





Tools of the trade

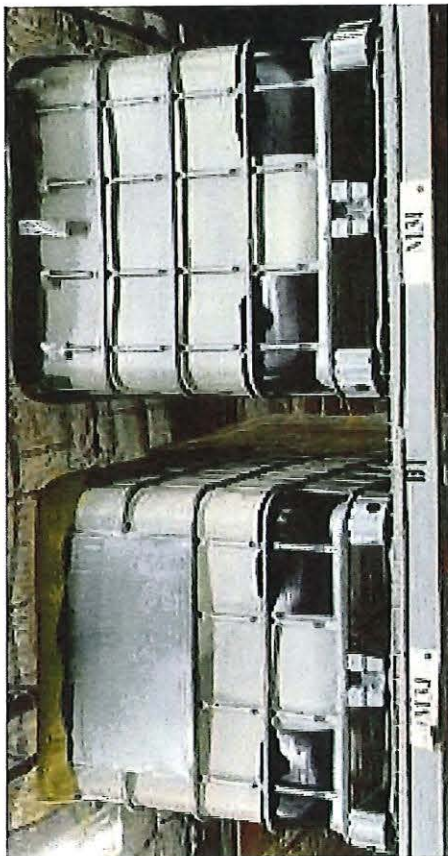
- Tactical dishwasher





Tools of the trade

- Large volume soaking tanks





Tools of the trade

- Ultra Sonic tank



- Dryers



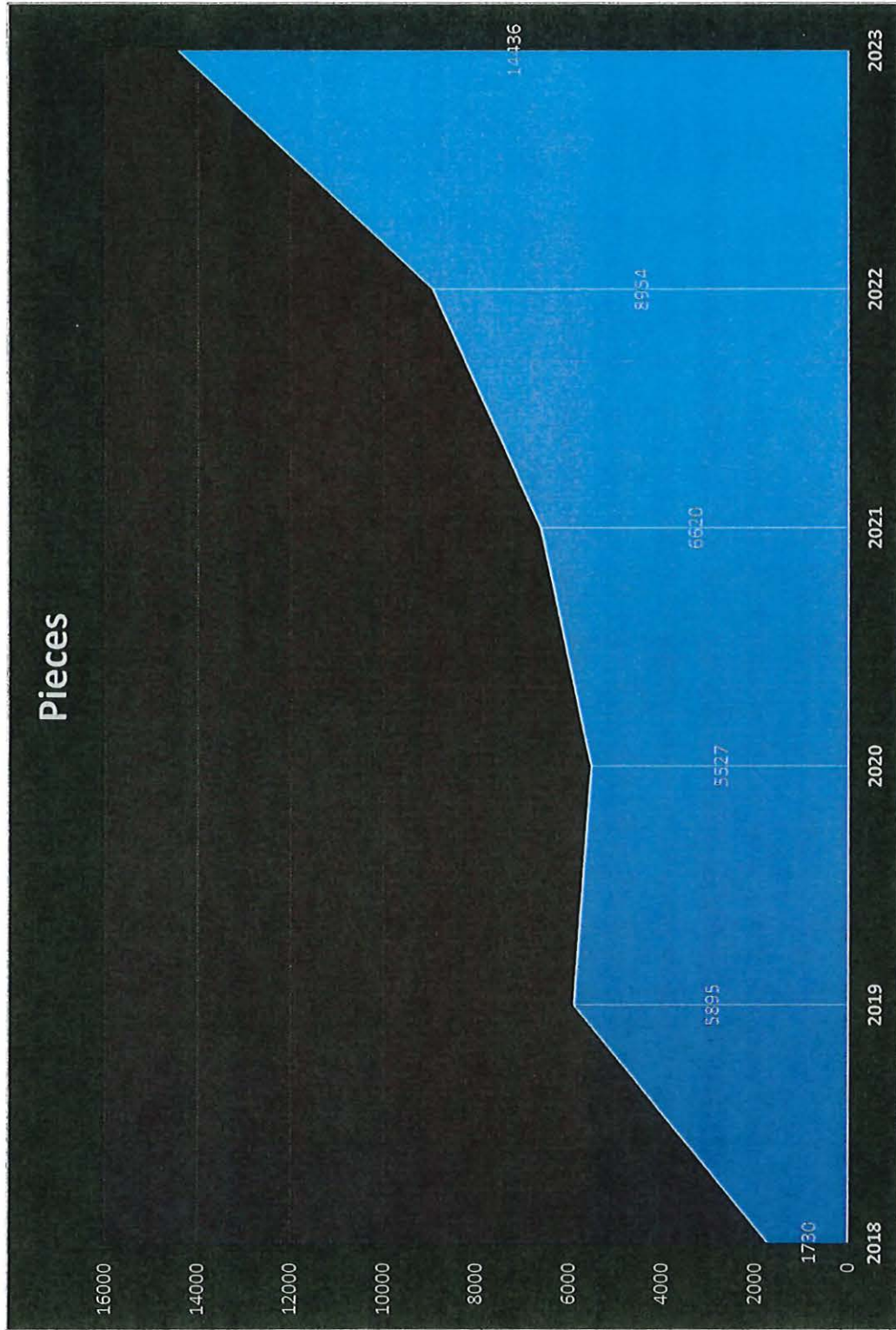


Statistical Data

- Metro Fire issues and tracks over 12,000 pieces of PPE
- Standard FF's load out in today's market cost \$12,000 dollars
- \$7.2 Million in PPE in rotation throughout the District
- Current costs for PPE
 - Turnouts – \$4,200
 - Gloves - \$120
 - Helmet - \$370
 - Boots - \$578
 - Hoods - \$145
 - SCBA – \$6,000
 - SCBA - cylinder \$1,050

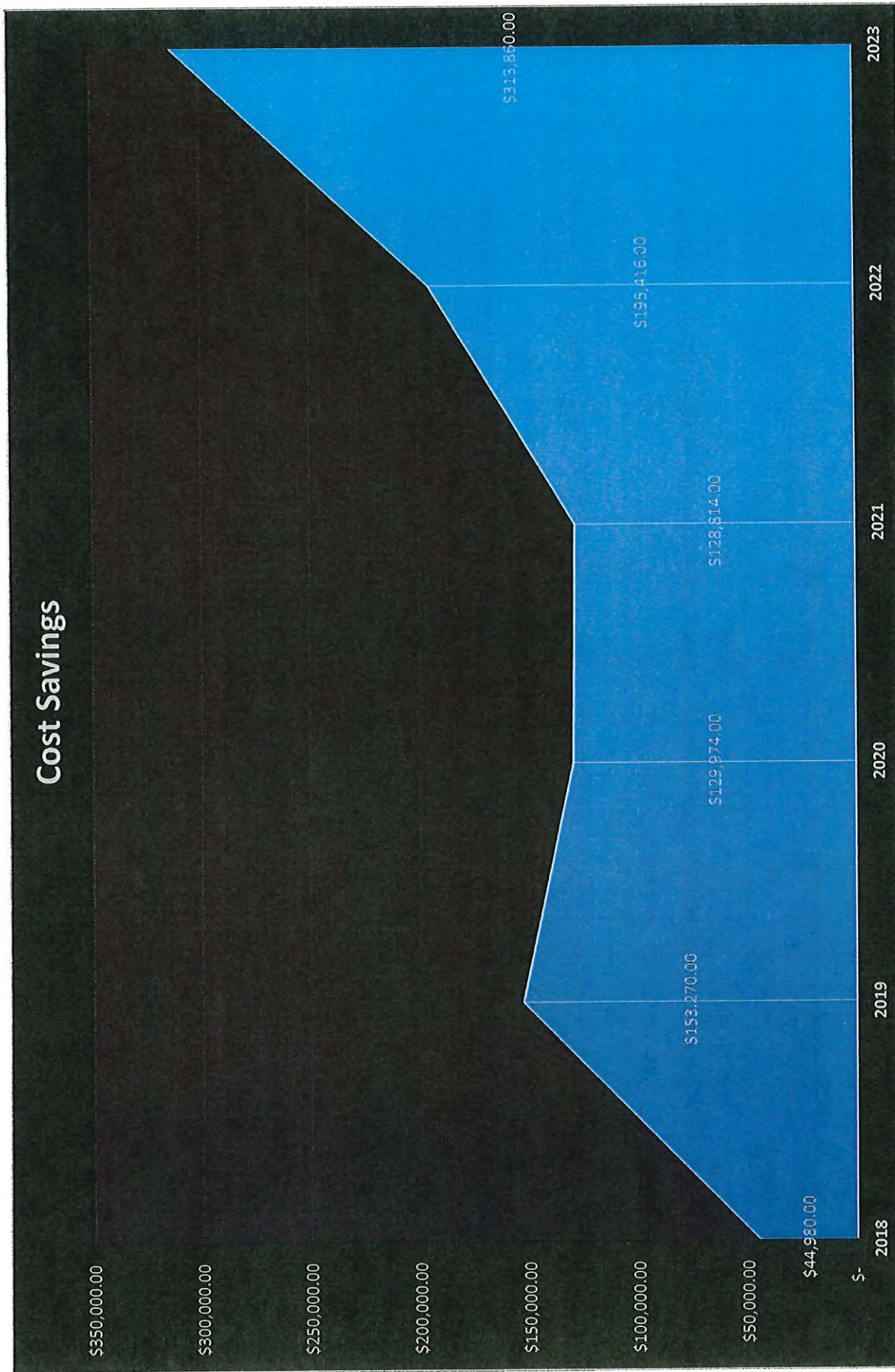


Amount of Pieces Processed Per Year





PPE Program Cost Savings





What the Future Holds

- Moving forward
- CO2 cleaning
- 24/7 pick up
- Second helmet or helmet soft goods
- Second set of boots



What the Future Holds

- Moving forward
- Tech rescue / alternative PPE



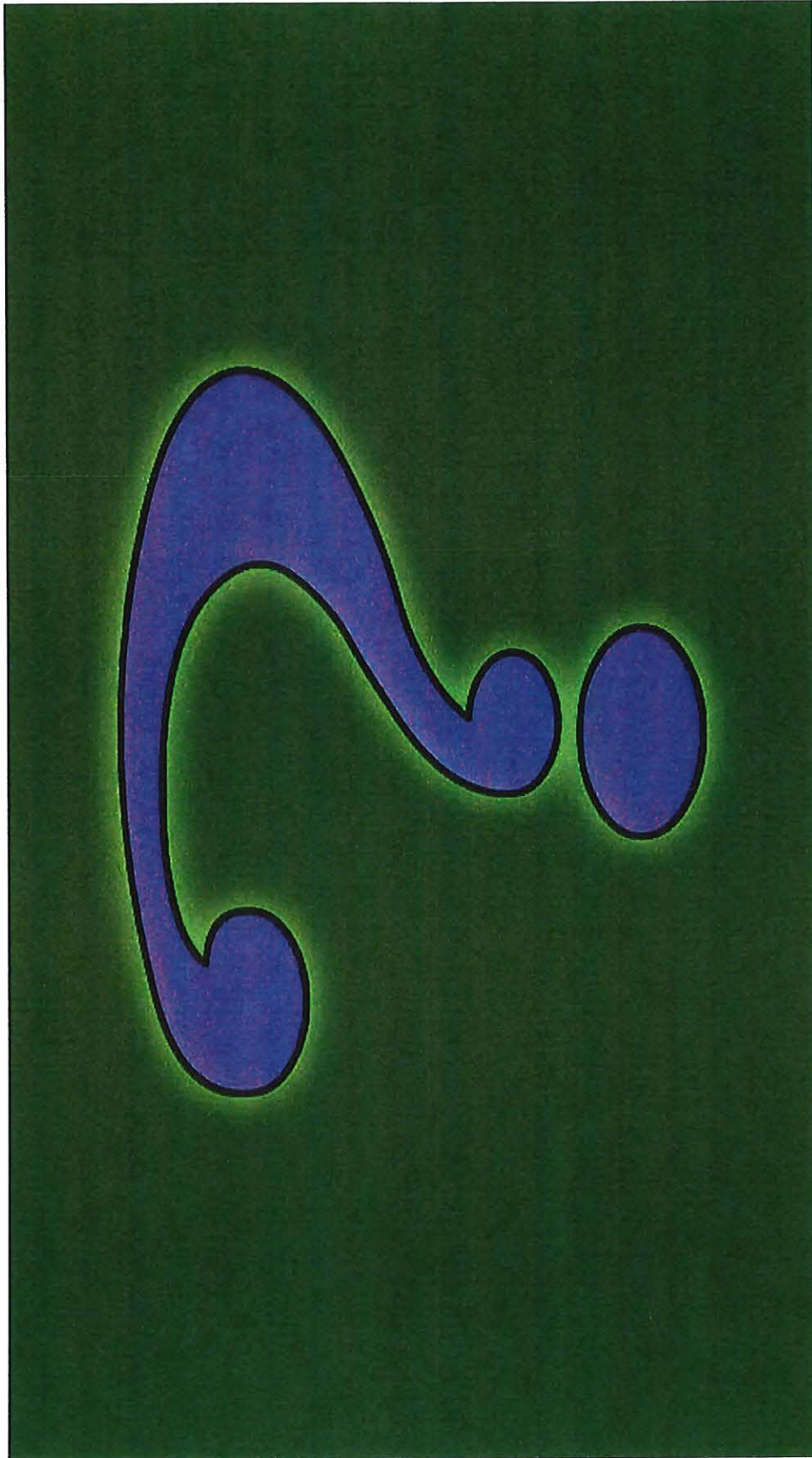


What the Future Holds

- Moving forward
- Mobile Apparatus



Questions?





Dan Haverty
Interim Fire Chief

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 • Mather, CA 95655 • Phone (916) 859-4300 • Fax (916) 859-3702

DATE: July 13, 2023
TO: Board of Directors
FROM: Barbie Law, Assistant Chief-Fire Marshal
SUBJECT: Ordinance 2023-02 Fee Schedule for Operational Permits, Plan Review, New Construction Inspections, General Fire and Life Safety Inspections, and Other Miscellaneous Services

TOPIC

Introduction of Ordinance 2023-02, amending Ordinance 2015-02 adopted by the Board of Directors on March 01, 2015 and amended with Resolution 2016-061 on July 01, 2016 updating the Fee Schedule for Operational Permits, Plan Review, New Construction Inspections, General Fire and Life Safety Inspections, and Other Miscellaneous Services. The effective date of Ordinance 2023-02 would be September 01, 2023, or as soon possible thereafter.

BACKGROUND

California cities, counties, and special districts may impose user and regulatory fees for services and activities they provide through provisions set forth in the State Constitution, Article XIII C § 1. Under this legal framework, a fee may not exceed the reasonable cost of providing the service or performing the activity. For a fee to qualify as such, it must relate to a service or activity performed at the request of an individual or entity upon which the fee is imposed, or their actions specifically cause the local government agency to perform the additional activities. In this instance, the service or underlying action causing the local agency to perform the service is either discretionary and/or is subject to regulation.

Pursuant to Health & Safety Code Sections 13146.2(b), 13217(b), 13862, 13869, 13871, 13874, 17951 and California Government Code Section 6103.7, the District is authorized to adopt user and regulatory fees to defray and/or recover the cost of providing specified services directly to an individual or business. As such, these fees are intended to reflect the internal costs incurred by the District to perform the service or regulatory action. Collection of user fees reduces the burden on general District revenues (primarily property taxes) to fund such regulatory services, thus providing the ability to stretch other resources further for the benefit of the public at-large.

California Health & Safety Code Section 13145 specifies that the State Fire Marshal, the chief of any city, county, or city and county fire department or district providing fire protection services shall enforce in their respective areas building standards relating to fire and panic safety adopted by the State Fire Marshal and published in the California

Building Standards Code and other regulations that have been formally adopted by the State Fire Marshal for the prevention of fire or for the protection of life and property against fire or panic.

California Health & Safety Code Section 13146 identifies the responsibility for enforcement of building standards adopted by the State Fire Marshal and published in the California Building Standards code relating to fire and panic safety and other regulations of the State Fire Marshal.

California Health & Safety Code Section 13146.2 requires every city or county fire department or district providing fire protection services required by Sections 13145 and 13146 to enforce building standards adopted by the State Fire Marshal and other regulations of the State Fire Marshal to annually inspect all structures subject to subdivision (b) of Section 17921 for compliance with building standards and other regulations of the State Fire Marshal. Subdivision (b) of Section 17921 pertains to the rules and regulations for fire and panic safety in all hotels, motels, lodging houses, apartment houses and dwellings, buildings, and structures accessory thereto.

California Health & Safety Code Section 13146.3 requires the chief of any city or county department or district providing fire protection services and authorized representatives to inspect every building used as a public or private school within the jurisdiction for the purpose of enforcing regulations promulgated pursuant to Section 13143, not less than once each year.

DISCUSSION

The District has not revised the CRRD fee schedule since July 01, 2016, although Ordinance No. 2015-02 allowed for annual adjustment based on the change in the Consumer Pricing Index, (CPI-U San Francisco-Oakland San Jose region). Since the last fee schedule update in 2016, Metro Fire adopted 2016, 2019 and the 2022 California Fire Code (CFC). The CFC is revised triennially, and the fee schedule should be reviewed accordingly to ensure appropriate cost recovery levels for services provided.

NBS Consulting was engaged to assist the District in updating the Community Risk Reduction Division's (CRRD) user and regulatory fee program. The goals of the study were to (1) determine the cost of providing fire inspection and regulatory (or building plan review) services based on analysis of staff time involved in the performance of service related activities, (2) determine the amount of cost recovery at the current fee levels, and the extent to which such services were being subsidized with general revenues, and (3) ensure fees are compliant with legal requirements.

Staff provided NBS updated data sources in January 2023 to complete the review including:

- The District's adopted mid-year budget for Fiscal Year 2022-23
- A complete list of all District personnel, salary/wage rates, regular hours, paid benefits, and paid leave amounts
- Annual workload data provided by CRRD

The proposed fee schedule update and supporting fee study are attached hereto as Exhibits A and B.

FISCAL IMPACT

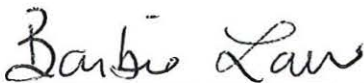
Currently, CRRD is recovering approximately 45% of the total cost of providing services from fees. The District collects approximately \$2.6 million per year at the current fee amounts. At full cost recovery and the same demand level for these services, the District would recover approximately \$5.7 million per year. Approving the fee adjustments at less than full cost recovery would result in an increased use of property taxes and other general operating revenues to fund CRRD's services and reduce funding available for other emergency services provided by the District.

Predicting the amount to which any adopted fee increases will affect District revenues is difficult to quantify. For the near-term, the District should not count on increased revenues to meet any specific expenditure plan. Experience with the revised fee amounts should be gained first before revenue projections are revised. However, unless there is some significant, long-term change in activity levels at the District, proposed fee amendments should enhance the District's cost recovery performance over time, providing it the ability to stretch other resources further for the benefit of the public at-large.

RECOMMENDATION

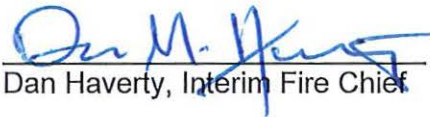
Staff recommends adoption of Ordinance 2023-02, an Ordinance of the Sacramento Metropolitan Fire District Amending its Fee Schedule for Operational Permits, Plan Review, New Construction Inspections, General Fire and Life Safety Inspections, and Other Miscellaneous Services

Submitted by:



Barbie Law, Assistant Chief-Fire Marshal

Approved by:



Dan Haverly, Interim Fire Chief

PROPOSED ORDINANCE NO. 2023-02

AN ORDINANCE OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT AMENDING ITS FEE SCHEDULE FOR OPERATIONAL PERMITS, PLAN REVIEW, NEW CONSTRUCTION INSPECTIONS, GENERAL FIRE AND LIFE SAFETY INSPECTIONS, AND OTHER MISCELLANEOUS SERVICES PROVIDED BY THE DISTRICT

WHEREAS, the District, pursuant to California Health and Safety Code Sections 13146.2(b), 13217(b), 13862, 13869, 13871, 13874, 17951 and California Government Code Section 6103.7, is authorized to adopt a fee schedule to defray and/or cover the cost of providing specified services directly to an individual or business; and

WHEREAS, the District engaged NBS to review and update the District's user and regulatory fees; and

WHEREAS, NBS has completed the study and have issued their report dated June 13, 2023, a copy of which is attached as **Exhibit "B"**; and

WHEREAS, on January 22, 2015, the District adopted Ordinance 2015-02, an ordinance revising the fee schedule for certain operation permits, plan review, new construction inspections, general fire and life safety inspections, and other miscellaneous services provided by the District directly to an individual or business; and

WHEREAS, on June 23, 2016 the District approved Resolution 2016-61, a resolution approving a consumer price index adjustment to its fee schedule for certain operation permits, plan review, new construction inspections, general fire and life safety inspections, and other miscellaneous services provided by the District directly to an individual or business; and

WHEREAS, budgetary considerations have required that the service fee schedule charges be amended to defray and/or cover specified costs for operational permits, plan review, new construction inspections, general fire and life safety inspections, and other miscellaneous services provided by the District directly to an individual or business in order to protect the health and safety of the general public and preserve lives and property. It is the intent to provide Fire and Life safety Inspections to all businesses within the District on an annual basis or per inspection program guidelines; and

WHEREAS, it remains the intent of the District to provide fire and life safety inspections to all businesses within the District on an annual basis or per inspections program guidelines.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SACRAMENTO METROPOLITAN FIRE DISTRICT hereby resolves as follows:

SECTION 1. Amendment to Fee Schedule

The Board of Directors of the Sacramento Metropolitan Fire District amends its fee schedules set forth in the attached **Exhibit "A"** and directs that the fees shall be uniformly applied and collected.

SECTION 2. General Policy Statements

- A. All fees or charges shall be calculated at a one (1) hour minimum unless otherwise specified therein. All operational use permit fees shall be enforced in accordance with the current edition of the California Fire Code (CFC).
- B. All fees for specified services shall be calculated by the Community Risk Reduction Division or Finance Division when specified.
- C. Whenever a requester fails to cancel a requested inspection prior to the scheduled time of inspection, or is not prepared for the inspection at its requested scheduled time, the standard inspection fee shall be charged, based one hour (1) hour minimum rate.
- D. When required, no permit or approval shall be issued until such facility or process is brought into compliance with applicable codes and the required service fee is paid in full.
- E. All fees charged to facilities, projects, processes, or events which require the issuance of a permit and/or site inspections will include an initial inspection and one re-inspection for compliance with applicable codes. If additional inspections are required, the minimum hourly rate will be assessed per inspection hour, calculated in one-half (1/2) hour increments.
- F. The payment of fees shall not be construed as a waiver of the District's rights to enforce compliance with the fire safety standards through any other means authorized by applicable law.
- G. The Fire Chief or the designated representative may waive applicable fees or a cost when it is determined to be in the best interest of the District to do so.

SECTION 3. Effective Date

The fees provided for herein shall become effective **September 01, 2023.**

SECTION 4. Future Fee Increases

The fees identified in this ordinance shall be adjusted annually, beginning July 1, 2024 and each July 1st thereafter, by the percentage change in the Consumer Price Index (CPI), All Urban Consumers, Not Seasonally Adjusted, for the area of San Francisco-Oakland-Hayward, CA for the 12-month period ending April 30 of the current calendar year.

Approval by the Board of Directors shall be by resolution, adopted at a regularly scheduled meeting of the Board prior to the enactment of the increase.

SECTION 5. Revision of Fee Schedule

The Board of Directors of the Sacramento Metropolitan Fire District may, from time to time, revise this fee schedule as a result of changes in operating expenses of the District. Such revisions shall be adopted in the form of amendments to this ordinance, after public comment at a regularly scheduled meeting of the Board in accordance with Health and Safety Code Section 13916.

First reading of this Ordinance introduced and passed by the Board of Directors of the Sacramento Metropolitan Fire District at a regular meeting held on the **13th day of July, 2023** by the following vote to wit:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Second reading of this Ordinance adopted by the Board of Directors of the Sacramento Metropolitan Fire District at an adjourned regular meeting held on the **27th of July, 2023** by the following vote to wit:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

SACRAMENTO METROPOLITAN FIRE DISTRICT

President, Board of Directors

ATTEST:

Marni J. Rittburg, CMC, CPMC
Clerk of the Board

**FEE SCHEDULE
SECTION "A"**

**Fire and Life Safety Inspections for Facilities with Increased Hazards
(Permits to Operate)**

| CFC | PERMITS TO OPERATE ^{1 2} | CUURENT FEE | FEE SEPT. 01, 2023 |
|----------|--|-------------|--------------------|
| 105.5.1 | 1 Additive Manufacturing | NEW | \$608.00 |
| 105.5.2 | 2 Aerosol Products (per 500 lbs.) | \$469.00 | \$608.00 |
| 105.5.3 | 3 Amusement Buildings | \$469.00 | \$913.00 |
| 105.5.4 | 4 Aviation Facilities | \$938.00 | \$1,217.00 |
| 105.5.5 | 6 Carnivals, Fairs, and Special Events | \$469.00 | \$913.00 |
| | a. Each additional booth, exhibits, etc. | \$24.00 | \$30.00 |
| | b. Outdoor assembly events (greater than 1,000 people) | NEW | \$1,825.00 |
| 105.5.6 | 7 Cellulose Nitrate Film | \$469.00 | \$608.00 |
| 105.5.7 | 8 Combustible Dust Producing Operations | \$469.00 | \$608.00 |
| 105.5.8 | 9 Combustible Fibers | \$469.00 | \$608.00 |
| 105.5.9 | 10 Compressed Gases | \$469.00 | \$608.00 |
| | a. Carbon Dioxide Systems | NEW | \$608.00 |
| 105.5.10 | 11 Covered and Open Mall Buildings | \$1875.00 | \$2,433.00 |
| 105.5.11 | 12 Cryogenic Fluids | \$469.00 | \$608.00 |
| 105.5.12 | 13 Cutting and Welding | \$469.00 | \$608.00 |
| 105.5.13 | 14 Dry Cleaning Plants | \$469.00 | \$608.00 |
| 105.5.14 | 15 Energy Storage Systems | NEW | \$608.00 |
| 105.5.15 | 16 Exhibits and Trade Shows | \$469.00 | \$608.00 |
| 105.5.16 | 17 Explosives | \$586.00 | \$760.00 |
| 105.5.17 | 18 Fire Hydrants and Valves | \$469.00 | \$608.00 |
| 105.5.18 | 19 Flammable and Combustible Liquids | \$469.00 | \$608.00 |
| | a. Use/Operate/Repair Pipeline | \$586.00 | \$760.00 |
| 105.5.19 | 20 Floor Finishing | \$469.00 | \$608.00 |
| 105.5.20 | 21 Fruit and Crop Ripening | \$469.00 | \$608.00 |
| 105.5.21 | 22 Fumigation & Insecticidal Fogging | \$0.00 | \$608.00 |
| 105.5.22 | 23 Hazardous Materials | \$586.00 | \$1,217.00 |
| 105.5.23 | 24 HPM Facilities | \$586.00 | \$1,217.00 |
| 105.5.24 | 25 High Pile Storage | \$586.00 | \$760.00 |
| 105.5.25 | 26 Hot Work Operations | \$469.00 | \$608.00 |
| 105.5.26 | 27 Industrial Ovens | \$586.00 | \$760.00 |
| 105.5.53 | 28 Lithium Batteries | NEW | \$608.00 |
| 105.5.27 | 29 Lumber Yards and Woodworking Plants | \$586.00 | \$760.00 |
| 105.5.28 | 30 Liquid or Gas-Fueled Vehicles in Assembly | \$586.00 | \$760.00 |
| 105.5.30 | 32 Magnesium | \$469.00 | \$608.00 |
| 105.5.31 | 33 Miscellaneous Combustible Storage | \$469.00 | \$608.00 |
| 105.5.32 | 34 Mobile Fueling of Hydrogen-Fueled Vehicles | NEW | \$608.00 |
| 105.5.33 | 35 Motor Fuel Dispensing Facility | \$469.00 | \$608.00 |
| 105.5.34 | 36 Open Burning (Burn Permit) | \$0.00 | \$76.00 |
| 105.5.36 | 38 Open Flames and Candles | \$0.00 | \$456.00 |

Exhibit "A" Attachment
Ordinance 2023-02 Effective September 01, 2023

| CFC | PERMITS TO OPERATE | CURRENT FEE | FEE SEPT. 01, 2023 |
|----------|--|-----------------------|-----------------------|
| 105.5.37 | 39 Organic Coatings | \$586.00 | \$760.00 |
| 105.5.40 | 40 Plant Extraction Systems | NEW | \$913.00 |
| 105.5.39 | 41 Places of Assembly | | |
| | a. 50-99 | \$234.00 | \$456.00 |
| | b. 100-299 | \$373.00 | \$760.00 |
| | c. 300 or more | \$586.00 | \$913.00 |
| 105.5.41 | 42 Private Hydrants | \$469.00 | \$608.00 |
| 105.5.42 | 43 Pyrotechnic Special Effects Material | | |
| | a. Fireworks Aerial Display | | |
| | 1. 60 or less shells | \$1,406.00 | \$1,825.00 |
| | 2. 61 to 120 shells | \$1,641.00 | \$3,042.00 |
| | 3. 121 to 180 shells | \$1,875.00 | \$3,042.00 |
| | 4. 181 to 240 shells | \$2,108.00 | \$3,042.00 |
| | 5. 241 or more shells | \$2,343.00 | \$3,042.00 |
| | b. Fireworks Retail Stand | \$373.00 (Minimum) | \$456.00 (Minimum) |
| | c. Fireworks Set Pieces | | |
| | 1. With Aerial Display | \$234.00 | \$304.00 |
| | 2. Without Aerial Display | \$469.00 | \$913.00 |
| | d. Fireworks – special effects Pyrotechnic effects used in motion picture, theatrical and group entertainment (charged for actual hours spent) | \$469.00 (Minimum) | \$608.00 (Minimum) |
| | 1. Each additional hour | \$234.00 | \$304.00 |
| 105.5.43 | 44 Pyroxylin Plastics | \$469.00 | \$608.00 |
| 105.5.44 | 45 Refrigeration Equipment | \$469.00 | \$608.00 |
| 105.5.45 | 46 Repair Garages and Motor Fuel Dispensing | \$469.00 | \$608.00 |
| 105.5.46 | 47 Rooftop Heliports | \$469.00 | \$608.00 |
| 105.5.47 | 48 Spraying or Dipping | \$469.00 | \$608.00 |
| 105.5.48 | 49 Storage of Scrap Tires and Tire Byproducts | \$586.00 | \$760.00 |
| 105.5.49 | 50 Temporary Membrane Structures and Tents ³ | | |
| | a. 400-1,499 sq. ft. | \$469.00 | \$760.00 |
| | b. 1,500 – 2,999 sq. ft. | \$586.00 | \$913.00 |
| | c. 3,000 – 5,999 sq. ft. | \$702.00 | \$1,065.00 |
| | d. 6,000 sq. ft. and above | \$819.00 | \$1,217.00 |
| 105.5.50 | 51 Tire-Rebuilding Plants | \$586.00 | \$760.00 |
| 105.5.51 | 52 Waste Handling | \$586.00 | \$760.00 |
| 105.5.52 | 53 Wood Products | \$469.00 | \$760.00 |
| | 53 Occupancies with 2 or more permits, Each Additional Permit ² | \$59.00 | \$76.00 |

FEE SCHEDULE
SECTION "B"
Occupancy Inspections

| | INSPECTIONS ¹ | CURRENT FEE | FEE SEPT. 01, 2023 |
|---|---|----------------|--------------------|
| 1 | Commercial Day Care | | |
| | a. 7-49 persons | \$234.00 | \$608.00 |
| | b. 50-149 persons | \$469.00 | \$913.00 |
| | c. 150 or more | \$586.00 | \$1,369.00 |
| 2 | Educational (Public & Private) | | |
| | a. E - 1-99 students | \$234.00 | \$913.00 |
| | b. E - 100-199 students | \$469.00 | \$1,217.00 |
| | c. E - 200-499 students | \$586.00 | \$1,521.00 |
| | d. E – 500+ students | NEW | \$1,825.00 |
| | e. Public School ² | No Charge | See Footnote |
| 3 | Institutional | | |
| | a. Hospitals | \$1,875.00 | \$3,954.00 |
| 4 | Pre-Inspection (R-2.1, R-3.1 and R-4 Facilities – H&S 132535) | | |
| | a. Facilities with 25 or less persons | \$234.00 | \$608.00 |
| | b. Facilities with 26 or more persons | \$469.00 | \$913.00 |
| 5 | High Rise Inspections | | |
| | a. B – 7 to 10 stories | \$1,523.00 | \$1,977.00 |
| | b. B – 11 or more stories | \$1,875.00 | \$2,433.00 |
| 6 | Residential Apartments | | |
| | a. Up to 4 Units ¹ | \$117.00 | \$456.00 |
| | b. 5-25 Units | \$352.00 | \$608.00 |
| | c. 26-100 Units | \$526.00 | \$913.00 |
| | d. 101-300 Units | \$579.00 | \$1,217.00 |
| | e. 301 + Units | \$826.00 | \$1,521.00 |
| 7 | Residential Care Facilities/Skilled Nursing Facilities Initial Fire Clearance/Annual Inspection | | |
| | a. 7-25 Units | \$352.00 | \$913.00 |
| | b. 26-100 Units | \$527.00 | \$1,217.00 |
| | c. 101-300 Units | \$703.00 | \$1,521.00 |
| | d. 301 or More Units | \$878.00 | \$1,825.00 |
| 8 | Annual Inspection Hotel/Motel | | |
| | a. 7-25 Units | \$352.00 | \$760.00 |
| | b. 26-100 Units | \$527.00 | \$913.00 |
| | c. 101-300 Units | \$703.00 | \$1,217.00 |
| | d. 301 or More Units | \$878.00 | \$1,521.00 |
| 9 | Commercial Business Inspections ⁴ | | |
| | a. 0-2000 sq. ft. | \$117.00 | \$456.00 |
| | b. 2,001-5,000 sq. ft. | \$234.00 | \$684.00 |
| | c. 5,001- 10,000 sq. ft. | \$352.00 | \$913.00 |
| | d. 10,001 - 20,000 sq. ft. | \$469.00 | \$1,141.00 |
| | e. 20,001 - 40,000 sq. ft. | \$586.00 | \$1,369.00 |
| | f. 40,001- 80,000 sq. ft. | \$703.00 | \$1,597.00 |
| | g. 80,001 - 120,000 sq. ft. | \$820.00 | \$1,825.00 |

Exhibit "A" Attachment
Ordinance 2023-02 Effective September 01, 2023

| | | CURRENT FEE | FEE SEPT. 01, 2023 |
|----|--|----------------|--------------------|
| | h. 120,001 – 150,001 sq. ft. INSPECTIONS | \$938.00 | \$2,053.00 |
| | i. 150,001 – 200,000 sq. ft. | \$1,055.00 | \$2,281.00 |
| | j. 200,001 – 500,000 sq. ft. | NEW | \$3,042.00 |
| | k. 500,001 sq. ft. or greater | NEW | \$3,954.00 |
| 10 | Storage Facilities | | |
| | a. Without Interior Corridors | \$528.00 | \$913.00 |
| | b. With Interior Corridors | \$786.00 | \$1,217.00 |
| 11 | 2+ Permits, each additional permit after first permit ² | \$73.00 | \$76.00 |

Notes

- (1) Permit Fees include an initial inspection and one re-inspection. Failure to comply with inspection program or second re-inspection will result in additional inspection fee per Section D, item 2 of this fee schedule.
- (2) Occupancies with more than two or more permits shown on this list above will result in a charge using the highest amount shown, followed by additional permits at ¼ of hourly rate.
- (3) Fee is assessed based on cumulative permissible tent square footage at a single site.
- (4) Fee is assessed based on cumulative square footage of all buildings under a single owner.

FEE SCHEDULE
SECTION "C"
Plan Review / Construction Inspections

| | PLAN REVIEW | CURRENT FEE | FEE SEPT. 01, 2023 |
|---|--|----------------|--------------------|
| 1 | Above Ground Tank Installation, Flammable/Combustible Liquids Compressed Gases (1 st Tank) | \$655 | \$913.00 |
| | a. Additional Tank (Each) | \$262.00 | \$532.00 |
| 2 | Administration Charge for Resubmittals, Upon 2 nd or Subsequent Revision (1 st Hour) ¹ | \$262.00 | \$456.00 |
| | a. Additional Hours (Per Hour) | \$262.00 | \$304.00 |
| 3 | After Hours | | |
| | a. Plan Review | | |
| | 1. First 2 hours | \$285.00 | \$667.00 |
| | 2. Each additional hour | \$524.00 | \$333.00 |
| | b. Inspection | | |
| | 1. First 2 hours | \$285.00 | \$667.00 |
| | 2. Each additional hour (per hour) | \$524.00 | \$333.00 |
| 4 | Basic Building Review | | |
| | a. Minor Plan Review, Over the Counter ² | \$131.00 | \$152.00 |
| | b. Basic Construction Fee ² | \$262.00 | \$913.00 |
| | c. Commercial Uses (New Construction) | | |
| | 1. 0,001 – 10,000 sq. ft. (per project) | \$856.00 | \$1,217.00 |
| | 2. 10,001 – 20,000 sq. ft. (per project) | \$1,005.00 | \$1,521.00 |
| | 3. 20,001 – 50,000 sq. ft. (per project) | \$1,351.00 | \$2,129.00 |
| | 4. > 50,001 sq. ft. (scaled per sq. ft.) ³ | \$0.01 | \$0.04 |
| | d. Commercial Residential and Multifamily Residential Uses (New Building) | | |
| | 1. 0 – 10,000 sq. ft. (per project) | \$786.00 | \$1,369.00 |
| | 2. 10,001 – 20,000 sq. ft. (per project) | \$1,087.00 | \$1,673.00 |
| | 3. 20,001 – 50,000 sq. ft. (per project) | \$1,663.00 | \$2,129.00 |
| | 4. > 50,001 sq. ft. (scaled per sq. ft.) ³ | \$0.02 | \$0.04 |
| | e. Commercial Storage/Warehouse (New Building) | | |
| | 1. 0 – 50,000 sq. ft. (per project) | \$856.00 | \$1,369.00 |
| | 2. 50,001 – 200,000 sq. ft. (per project) | \$1,285.00 | \$2,129.00 |
| | 3. >200,001 sq. ft. (scaled per sq. ft.) ³ | \$0.01 | \$0.01 |
| | f. Commercial Uses (Tenant Improvement) | | |
| | 1. 0,001 – 10,000 sq. ft. (per project) | \$625.00 | \$1,217.00 |
| | 2. 10,001 – 20,000 sq. ft. (per project) | \$1,142.00 | \$1,521.00 |
| | 3. 20,001 – 50,000 sq. ft. (per project) | \$1,570.00 | \$1,977.00 |
| | 4. >50,001 sq. ft. (scaled per sq. ft.) ³ | \$0.02 | \$0.04 |
| | g. High Piled Storage Rack (Tenant Improvement) | | |
| | 1. 0,001 – 10,000 sq. ft. (per project) | \$714.00 | \$1,065.00 |
| | 2. 10,001 – 20,000 sq. ft. (per project) | \$999.00 | \$1,369.00 |
| | 3. 20,001 – 50,000 sq. ft. (per project) | \$1,285.00 | \$1,673.00 |
| | 4. >50,001 sq. ft. (scaled per sq. ft.) ³ | \$0.02 | \$0.03 |
| 5 | Cell Tower (Outside Roof, Pole, etc.)(Per Project) | \$393.00 | \$760.00 |

Exhibit "A" Attachment
Ordinance 2023-02 Effective September 01, 2023

| | | \$393.00 | \$913.00 |
|----|---|------------------------|---------------------------|
| | Certificate of Release (Each) PLAN REVIEW | CURRENT FEE | FEE SEPT. 01, 2023 |
| 7 | Clean Agent Suppression System or Equal (Per Project) | \$655.00 | \$1,369.00 |
| 8 | Compressed Gas System | | |
| | a. CO2 beverage dispensing | \$655.00 | \$913.00 |
| | b. Medical Gas | \$524.00 | \$1,369.00 |
| 9 | Cryogenic Fluids (per project) | NEW | \$916 |
| 10 | Design Review/Consultation | | |
| | a. In Office (per project first hour) | \$131.00 | \$304.00 |
| | 1. Additional hours (per hour) | \$262.00 | \$304.00 |
| | b. Out of Office (first 2 hours) | \$524.00 | \$608.00 |
| | 1. Additional hours (per hour) | \$262.00 | \$304.00 |
| | c. Plan design review (first hour) | NEW | \$304.00 |
| | 1. Additional hours (per hour) | NEW | \$304.00 |
| 11 | Emergency Responder Radio Coverage (ERCC) | NEW | \$608.00 |
| 12 | Energy Storage System (ESS) (Per Project) | | |
| | a. Residential | NEW | \$913.00 |
| | 1. ESS Master Plan Subdivision Homes | NEW | \$456.00 |
| | 2. ESS – Production Homes | NEW | \$304.00 |
| | b. Commercial | NEW | \$2,281.00 |
| 13 | Enhanced Vapor Recovery System (per project) | NEW | \$608.00 |
| 14 | Evacuation Plan Review (Per Project) | \$524.00 | \$1,217.00 |
| 15 | Fire Alarm System (Per Project) | | |
| | a. 1 – 25 devices | \$560.00 | \$1,217.00 |
| | b. 26 – 50 devices | \$625.00 | \$1,673.00 |
| | c. 51 – 100 devices | \$740.00 | \$2,433.00 |
| | d. > 100 devices | \$884.00 | \$3,954.00 |
| | e. Sprinkler system supervision & Alarm | \$262.00 | \$1,065.00 |
| | f. Communication Upgrade | \$262.00 | \$1,065.00 |
| 16 | Fire Flow/Hydrant Test | \$524.00 | \$608.00 |
| 17 | Fire Sprinkler System Commercial (New Installation) (Per Project) | | |
| | a. 1-99 Sprinklers | \$524.00 | \$2,738.00 |
| | b. 100-199 Sprinklers | \$786.00 | \$3,346.00 |
| | c. 200 or More Sprinklers | \$1,310.00 | \$4,259.00 |
| 18 | Fire Sprinkler System Commercial (T.I.) (Per Project) | | |
| | a. 1-99 Sprinklers | \$262.00 | \$1,065.00 |
| | b. 100-199 Sprinklers | \$560.00 | \$1,445.00 |
| | c. 200 or More Sprinklers | \$668.00 | \$1,825.00 |
| 19 | Flammable & Combustible Liquids (per project) | NEW | \$1,217.00 |
| 20 | Fuel Cell Power Systems (per project) | NEW | \$2,281.00 |
| 21 | Gas Detection Systems (per project) | NEW | \$913.00 |
| 22 | Hazardous Materials | | |
| | a. Hazardous Materials Dispense/Use | | |
| | 1. 1-5 chemicals (per project) | NEW | \$1,521.00 |
| | 2. Each additional 5 chemicals | NEW | \$1,521.00 |

Exhibit "A" Attachment
Ordinance 2023-02 Effective September 01, 2023

| | PLAN REVIEW | CURRENT FEE | FEE SEPT. 01, 2023 |
|----|---|-------------|--------------------|
| | b. Hazardous Materials Storage | | |
| | 1. 1-5 chemicals | NEW | \$1,521.00 |
| | 2. Each additional 5 chemicals | NEW | \$1,521.00 |
| 23 | Haunted House | NEW | \$913.00 |
| 24 | Hood & Duct Fire Suppression System (Per System) | \$524.00 | \$1,217.00 |
| 25 | Industrial Oven | NEW | \$913.00 |
| 26 | Kiosk/Booth/Special Concessions in Mall (temporary) | NEW | \$456.00 |
| 27 | LPG Tank Installation – Commercial | \$428.00 | \$760.00 |
| 28 | LPG Tank Installation – Residential | \$393.00 | \$760.00 |
| 29 | Mapping Fee (i.e. New Subdivision/Site Plans) | | |
| | a. Electronic Format | | |
| | 1. 1-25 Lots (Per Project) | \$285.00 | \$304.00 |
| | 2. 26-100 (Lots) | \$524.00 | \$608.00 |
| | 3. 101 or More Lots (Per Project) | \$524.00 | \$913.00 |
| 30 | Master Plan Sprinkler Production Homes | \$655.00 | \$760.00 |
| 31 | Motor Vehicle Repair Rooms and Booths (Per Project) | NEW | \$913.00 |
| 32 | Plant Extraction (Per Project) | NEW | \$1,369.00 |
| 33 | Residential Sprinkler System (Non-Production) | \$655.00 | \$1,521.00 |
| 34 | Residential Sprinkler System (T.I) | - | \$1,065.00 |
| 35 | Satellite Television Letter | \$262.00 | \$304.00 |
| 36 | Site Plan Review (Per Project) | | |
| | a. Perimeter Fencing/Gates | \$524.00 | \$1,065.00 |
| | b. Civil Improvement | \$524.00 | \$1,217.00 |
| 37 | Smoke Control or Exhaust Systems (Per Project) | \$524.00 | \$2,738.00 |
| 38 | Solar Panel (Per Project) | | |
| | a. New Panels on Residential | \$524.00 | \$760.00 |
| | b. Commercial | \$524.00 | \$913.00 |
| 39 | Special Event Structures | NEW | \$913.00 |
| 40 | Spray Booths (Per Project) | \$524.00 | \$913.00 |
| 41 | Spraying & Dipping | NEW | \$1,217.00 |
| 42 | Sprinkler System Subdivision Production | \$524.00 | \$913.00 |
| 43 | Standpipe Systems | NEW | \$1,521.00 |
| 44 | Stationary Fire Pump | \$1,572.00 | \$1,521.00 |
| 45 | Temporary Building Use (Per Project) | \$524.00 | \$913.00 |
| 46 | Temporary Sales Trailer (Per Project) | NEW | \$913.00 |
| 47 | Underground Fire Supply Line (1 st 3 Hydrants/Risers) (Per Project) | \$524.00 | \$1,673.00 |
| | a. Each additional 3 hydrants | \$131.00 | \$760.00 |
| 48 | Will Serve Letter Processing | \$262.00 | \$304.00 |

Notes:

- (1) Fee applies for additional or incomplete submittals beyond first submittal and one re-check included in initial plan review fee.
- (2) A minor plan is deemed appropriate on a case by case basis, for minor scopes of work as determined by the Fire Marshal.
- (3) Fee structure is set so that "scaled per sq. ft." project fees should be implemented as follows: per project fee from previous threshold + (remaining sq. ft. x per sq. ft. cost multiplier).

FEE SCHEDULE
Miscellaneous

| | MISCELLANEOUS ¹ | CURRENT FEE | FEE SEPT. 01, 2023 |
|----|---|---|--------------------|
| 1 | Administration Charges (i.e. Weed Abatement)(Per ½ Hour) | \$147.00 | \$113.00 |
| 2 | Additional Inspection/Re-inspection (Per ½ Hour) | \$373.00 | \$152.00 |
| | | (Minimum) | |
| 3 | Appeals ² | \$586.00 | \$1,217.00 |
| 4 | Copies of Reports, Photographs, etc. (See Public Records Request Policy) | \$26.00 (plus \$0.50/page or actual cost to reproduce a \$182.00/hour) | |
| 5 | District Apparatus Emergency Response/Standby ⁴ | Actual Cost | Actual Cost |
| 6 | Commercial False Alarm Cost Recovery ³ | | |
| | a. Processing and Inspection Required (Per Response) | \$292.00 | \$456.00 |
| | b. Suppression Unit Response Cost (Per Hour) ⁴ | \$330.00 | Actual Cost |
| | c. Inspection Follow Up (after initial correction notice) (per ½ hour) | \$124.00 | \$152.00 |
| 7 | Investigation Fee – Fire Investigation Cost Recovery (First Hour) | \$373.00 | \$349.00 |
| | | (Minimum) | |
| | a. Each Additional Hour | \$182.00 | \$233.00 |
| 8 | Investigation Fee - Complaints (First Hour) | \$373.00 | \$491.00 |
| | a. Each Additional Hour | NEW | \$327.00 |
| 9 | Monitoring Required Evacuation Drill ⁴ | Actual Cost | Actual Cost |
| 10 | Negligently Caused Fire Emergency ⁴ | Actual Cost | Actual Cost |
| 11 | Research of District Records (Per ½ Hour) (plus copy charge of \$1.00 for first page, plus \$0.10/page thereafter) | \$147.00 | \$152.00 |
| 12 | Responses Patient Assistance Request from "For Profit" Care Facilities ⁴ | \$330.00 | Actual Cost |
| 12 | Standby Personnel or Safety Officer ⁴ | Actual Cost | Actual Cost |
| 13 | Technical Report/Alternative Material or Method Processing (2 Hour Minimum) | \$586.00 | \$608.00 |
| 15 | Lost Fire Permit Card | \$147.00 | \$304.00 |
| 16 | Special Inspection Requests (Not Otherwise Specified in Fee Schedule) | \$469.00 | \$608.00 |
| 17 | Credit Card Processing Fee ⁴ | NEW | Actual Cost |
| 18 | Cost Recovery Based on Actual Time (per hour) | | |
| | a. Fire Investigation | \$224.00 | \$233.00 |
| | b. Weed Abatement | \$129.00 | \$226.00 |
| | c. Code Complaint | NEW | \$327.00 |
| | d. Inspection & Permit Services | \$292.00 | \$304.00 |
| | e. Suppression ⁴ | \$330.00 | Actual Cost |

Notes:

- (1) All fees shown in the Miscellaneous Section of the fee schedule are "minimum" amounts. Service required in excess of the minimum will be charged at adopted hourly rate.

Exhibit "A" Attachment
Ordinance 2023-02 Effective September 01, 2023

- (2) Whenever the Fire Chief disapproves an application, or refused to grant a permit applied for, or when it is claimed that the provisions of the Code do not apply, or that the true intent and meaning of the Code have been misconstrued or wrongly interpreted with regard to any part of Title 17.04 of the Sacramento County Code (California Fire Code), the applicant may appeal the decision to the District's Board of Directors within 20 calendar days. The decision of the District's Board of Directors is final. The fee is nonrefundable unless appeal is granted and shall accompany the appeal documentation.**
- (3) Costs established through this study is a per response cost. Please refer to District's false alarm policy for interpretation of these amounts into penalties for false alarms.**
- (4) Actual cost means the actual time and cost for service will be charged as deemed appropriate by the Fire Marshal or Finance Division.**



Exhibit B

SACRAMENTO METROPOLITAN FIRE DISTRICT

COMMUNITY RISK REDUCTION DIVISION

Final Report for:

User Fee Study Update

June 13, 2023

Prepared by:



Corporate Headquarters
32605 Temecula Parkway, Suite 100
Temecula, CA 92592
Toll free: 800.676.7516

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Appendices

Cost of Service Analysis (Fee Tables)
Comparative Fee Survey

Appendix A
Appendix B

1. EXECUTIVE SUMMARY

NBS performed a User Fee Study Update (Study) for the Sacramento Metropolitan Fire District Community Risk Reduction Division (District and/or CRRD). The purpose of this report is to present the findings and recommendations of the various fee analyses performed as part of the Study and provide the District with the information needed to update and establish user and regulatory fees for service. Throughout the process, the Study afforded much effort to ensure that not only are the fees and charges reasonable and equitable, but that they also meet industry standards and uphold the statutory requirements of the State of California.

California cities, counties, and special districts may impose user and regulatory fees for services and activities they provide through provisions set forth in the State Constitution, Article XIII C § 1. Under this legal framework, a fee may not exceed the reasonable cost of providing the service or performing the activity. For a fee to qualify as such, it must relate to a service or activity performed at the request of an individual or entity upon which the fee is imposed, or their actions specifically cause the local government agency to perform additional activities. In this instance, the service or underlying action causing the local agency to perform the service is either discretionary and/or is subject to regulation. As a discretionary service or regulatory activity, the user fees and regulatory fees considered in this Study fall outside of the definition and statutory requirement to impose general taxes, special taxes, and fees as a result of property ownership.

The District’s main reason for conducting this Study was twofold: (1) first, to ensure that existing fees do not exceed the costs of service, and (2) second, to provide an opportunity for the Board of Directors to re-align fee amounts with localized cost recovery policies.

1.1 Findings

This Study examined user and regulatory fees managed by the District’s Community Risk Reduction Division. The Study identified an estimated \$5.7 million in eligible costs for recovery from fees for service compared to approximately \$2.6 million the District is currently collecting each year from fees. The following table provides a summary of the Study’s results:

Table 1. Report Summary

| Fee Category | Annual Estimated Revenues at Current Fee | Annual Estimated Revenues at Full Cost Recovery | Annual Cost Recovery Surplus / Deficit | Existing Cost Recovery Percentage |
|--|--|---|--|-----------------------------------|
| Permits to Operate and Occupancy Inspections | \$ 809,217 | \$ 1,863,637 | \$ (1,054,420) | 43% |
| Development Plan Reivew and Inspection | \$ 1,743,621 | \$ 3,849,292 | \$ (2,105,672) | 45% |
| Miscellaneous | \$ 12,433 | \$ 15,209 | \$ (2,776) | 82% |
| Total | \$ 2,565,271 | \$ 5,728,139 | \$ (3,162,868) | 45% |

As shown in Table 1 above, the District is recovering approximately 45% of the costs associated with providing fee-related services. Should the Board adopt fees at 100% of the full cost recovery amounts determined by this Study, an additional \$3.2 million in costs could be recovered.

However, Section 2.2.3 later explains, there may be other local policy considerations that support adopting fees at less than the calculated full cost recovery amount. Since this element of the Study is subjective, NBS provided the maximum potential of fee amounts at 100% full cost recovery for the District to consider. Once the Board of Directors has reviewed and evaluated the results of the Study, the District can set fees at appropriate cost recovery levels according to local policy goals and considerations.

1.2 Report Format

This report documents the analytical methods and data sources used in the Study, presents findings regarding current levels of cost recovery achieved from user and regulatory fees, discusses recommended fee amounts, and provides a comparative survey of fees to neighboring agencies for similar services. The report is organized into the following sections:

- Section 2 - Outlines the general framework, approach, and methodology of the Fee Study.
- Section 3 - Discusses the results of the cost of service analysis performed for CRRD. The analysis includes: (1) fully burdened hourly rate(s); (2) calculation of the costs of providing service; and, (3) the cost recovery performance of each fee category.
- Section 4 - Presents the conclusions of the analysis provided in the preceding sections.
- Appendices to this report - Include additional details of the analysis performed and a comparison of the fees imposed by neighboring agencies for similar services.

2. INTRODUCTION AND FUNDAMENTALS

2.1 Scope of Study

The following is a summary of the fees evaluated during the Study:

- Permits to Operate / Occupancy Inspections
- Development Plan Review and Inspection
- Miscellaneous

The fees examined in this report specifically exclude development impact fees, utility rates, and any special tax assessments which fall under a different set of statutory and procedural requirements from the body of user and regulatory fees analyzed in this Study. The Study also excludes facility and equipment rental rates, as well as most fines and penalties imposed by the District for violations of its requirements or codes.¹

2.2 Methods of Analysis

Three phases of analysis were completed for the District:



2.2.1 COST OF SERVICE ANALYSIS

This cost of service analysis is a quantitative effort that compiles the full cost of providing governmental services and activities. There are two primary types of costs considered: direct and indirect costs. Direct costs are those that specifically relate to an activity or service, including the real-time provision of the service. Indirect costs are those that support the provision of services in general but cannot be directly or easily assigned to a singular activity or service.

Components of the full cost of service include direct labor costs, indirect labor costs, specific direct non-labor costs where applicable, allocated non-labor costs, and allocated organization-wide overhead.

Definitions of these cost components are as follows:

- **Direct Labor costs** – Salary, wages and benefits expenses for District personnel specifically involved in the provision of services and activities to the public.
- **Indirect labor costs** – Personnel expenses supporting the provision of services and activities. This can include line supervision and division management, administrative support within a division, and staff involved in technical activities related to the direct services provided to the public.

¹ According to the California Constitution Article XIII C § 1 (e) (4) and (5), the District is not limited to the costs of service when charging for entrance to or use of government property, or when imposing fines and penalties.

- **Specific direct non-labor costs** – When applicable, discrete expenses incurred by the District due to a specific service or activity performed, such as contractor costs, third-party charges, and very specific materials used in the service or activity.
- **Allocated non-labor costs** – Expenses other than labor involved in the provision of services. In most cases, these costs are allocated across all services provided by the Division, rather than directly assigned to fee categories.
- **Allocated indirect organization-wide overhead** – These are expenses, both labor and non-labor, related to agency-wide support services. Support services include general administrative services such as Director’s Chief’s, Finance, Human Resources, etc. The amount of costs attributable to CRRD were sourced from a separate overhead Cost Allocation Plan, created by NBS.

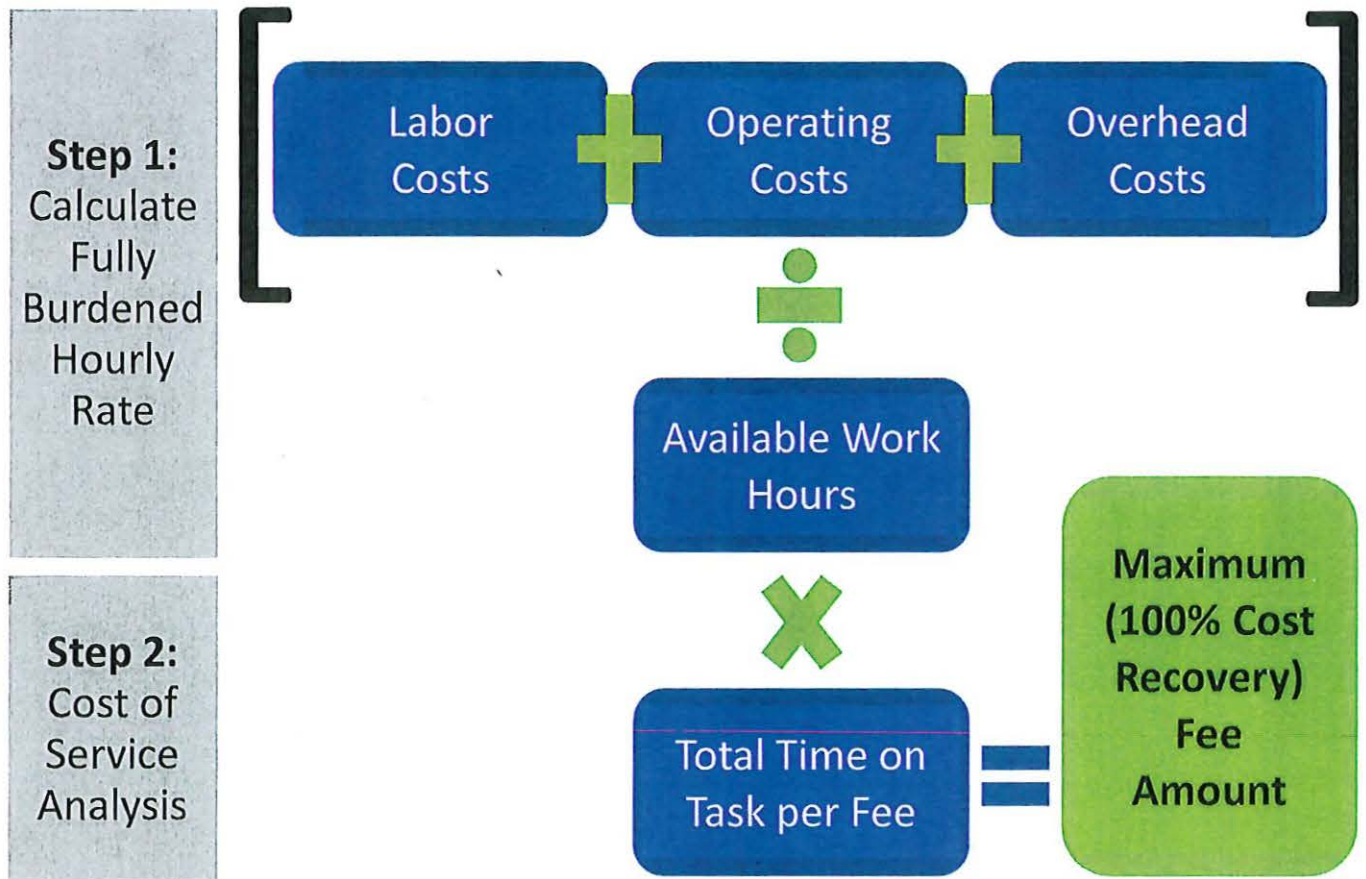
All cost components in this Study use annual (or annualized) figures, representing a twelve-month cycle of expenses incurred by the Division in the provision of all services and activities District-wide.

Nearly all the fees reviewed in this Study require specific actions on the part of District staff to provide the service or conduct the activity. Since labor is the primary underlying factor in these activities, the Study expresses the full cost of service as a fully burdened cost per labor hour. NBS calculated a composite, fully burdened, hourly rate for CRRD. This rate serves as the basis for further quantifying the average full cost of providing individual services and activities. Determining the fully burdened labor rate requires two data sets: (1) the full costs of service, and (2) the number of staff hours available to perform those services. NBS derived the hours available based on the complete list of all CRRD employees and/or available service hours of its contracted professionals (where applicable).

The District supplied NBS with the total number of paid labor hours for each employee involved in the delivery of services included in this Study. These available hours represent the amount of productive time available to provide both fee-recoverable and non-fee recoverable services and activities. Available labor hours divided into the annual full costs of service equal the composite, fully burdened, labor rate. Some agencies may also use the resulting rates for purposes other than setting fees, such as calculating the full cost of general services or structuring a cost recovery agreement with another agency or third party.

NBS also assisted the District in estimating the staff time for the services and activities listed in the District’s fee schedule. Time tracking records can prove useful in identifying time spent providing general categories of service, however, the District does not systematically track the service time of activities for all individual fee-level services provided. Therefore, NBS also relied on interviews and questionnaires to develop the necessary data sets of estimated labor time. In many cases, the District provided estimates of the average amount of time (in minutes and hours) it took to complete a typical service or activity considered on a per-occurrence basis.

It should be noted that the development of these time estimates was not a one-step process but required careful review by both NBS and the District to assess the reasonableness of such estimates. Based on the results of this review, the District reconsidered its time estimates until all parties were comfortable that the fee models reasonably reflected the average service level provided by the District. Finally, the fully burdened labor rate(s) calculated in earlier steps were applied at the individual fee level time estimates, yielding an average total cost of providing each fee for service or activity. The graphic below provides a visual representation of the steps discussed in this section.



2.2.2 FEE ESTABLISHMENT

The fee establishment process includes a range of considerations, including the following:

- **Addition to and deletion of fees** – The Study provided the District with the opportunity to propose additions and deletions to their current fee schedules, as well as re-name, re-organize, and clarify which fees were to be imposed. Many of these fee revisions allowed for better adherence to current practices, as well as the improvement in the calculation, application, and collection of the fees owed by an individual. Some additions to the fee schedule were simply the identification of existing services or activities performed by District staff for which no fee is currently charged.
- **Revision to the structure of fees** – In most cases, the focus was to re-align the fee amount to match the costs of service and leave the current structure of fees unchanged. However, in several cases, fee categories and fee names had to be simplified or re-structured to increase the likelihood of full cost recovery or to enhance the fairness of how the fee is applied to the various types of fee payers.
- **Documentation of the tools used to calculate special cost recovery** – The District’s fee schedule should include the list of fully burdened rates developed by the Study. Documenting these rates in the fee schedule provides an opportunity for the Board of Directors to approve rates for cost recovery under a “time and materials” approach. It also provides clear publication of those rates so that all fee payers can readily reference the basis of any fee amounts. The fee schedule should provide language that supports special forms of cost recovery for activities and services not included in the adopted master fee schedule. In these rare instances, published rates are used to estimate a flat fee or bill on an hourly basis.

2.2.3 COST RECOVERY EVALUATION

The NBS fee model compares the existing fee for each service or activity to the average total cost of service quantified through this analysis. Here are the possible outcomes of the fee analysis:

- Cost recovery rate of 0% - This signifies that there is currently no current recovery of costs from fee revenues (or insufficient information available for evaluation).
- Cost recovery rate of 100% - This means that the fee currently recovers the full cost of service.
- Cost recovery rate between 0% and 100% - This indicates partial recovery of the full cost of service through fees.
- Cost recovery rate greater than 100% - This means that the fee exceeds the full cost of service. User fees and regulatory fees should not exceed the full cost of service.

In all cases, the cost recovery rate achieved by a fee should not be greater than 100%. In most cases, imposing a fee above this threshold could change the definition of the charge from a cost of service-based fee to a tax which has other procedural requirements, such as ballot protest or voter approval.

The next step in the process is for the Board to adopt a “target” level of cost recovery for each fee, established at either 100% or any amount less than the calculated full cost of service. Targets and recommendations reflect discretion on the part of the agency based on a variety of factors, such as

existing District policies and agency-wide or departmental revenue objectives, economic goals, community values, market conditions, level of demand, and others.

A general method of selecting an appropriate cost recovery target is to consider the public and private benefits of the service or activity in question, such as:

- To what degree does the public at large benefit from the service?
- To what degree does the individual or entity requesting, requiring, or causing the service benefit?

When a service or activity benefits the public at large, there is generally little to no recommended fee amount (i.e., 0% cost recovery), reinforcing the fact that a service which truly benefits the public is best funded by general resources of the District, such as revenues from the General Fund (e.g., taxes). Conversely, when a service or activity wholly benefits an individual or entity, the cost recovery is generally closer to or equal to 100% of cost recovery from fees collected from the individual or entity.

In some cases, a strict public-versus-private benefit judgment may not be sufficient to finalize a cost recovery target. Any of the following factors and considerations may influence or supplement the public-versus-private benefit perception of a service or activity:

- If optimizing revenue potential is an overriding goal, is it feasible to recover the full cost of service?
- Will increasing fees result in non-compliance or public safety problems?
- Are there desired behaviors or modifications to behaviors of the service population helped or hindered through the degree of pricing for the activities?
- Does current demand for services support a fee increase without adverse impact to the community served or current revenue levels? In other words, would fee increases have the unintended consequence of driving away the population served?
- Is there a good policy basis for differentiating between the type of user (e.g., residents vs. non-residents, residential vs. commercial, non-profit entities, and business entities)?
- Are there broader District objectives that merit a less than full cost recovery target from fees, such as economic development goals and local social values?

NBS provided the cost of service calculation based on 100% full cost recovery and the framework for the District's use to adjust the amount of cost recovery in accordance with its broader goals as they pertain to code compliance, cost recovery, economic development, and social values.

2.2.4 COMPARATIVE FEE SURVEY

Appendix B presents the results of the Comparative Fee Survey for the District. Policy makers often request a comparison of their jurisdictional fees to those of surrounding or similar communities. The purpose of a comparison is to provide a sense of the local market pricing for services, and to use that information to gauge the impact of recommendations for fee adjustments.

In this effort, NBS worked with the District to choose five comparative agencies – Contra Costa County FPD, Cosumnes CSD, Fresno County, Orange County, and City of Sacramento. It is important to keep the following in mind when interpreting the general approach to, and use of, comparative survey data:

- Comparative surveys do not provide information about cost recovery policies or procedures inherent in each comparison agency.
- A “market-based” decision to price services below the full cost of service calculation is the same as deciding to subsidize that service.
- Comparative agencies may or may not base their fee amounts on the estimated and reasonable cost of providing services. NBS did not perform the same level of analysis of the comparative agencies’ fees.
- The results of comparative fee surveys are often non-conclusive for many fee categories. Comparison agencies typically use varied terminology for the provision of similar services.

NBS made every reasonable attempt to source each comparison agency’s fee schedule from their respective websites and compile a comparison of fee categories and amounts for the most readily comparable fee items that match the District’s existing fee structure.

2.2.5 DATA SOURCES

The following data sources were used to support the cost of service analysis and fee establishment phases of this Study:

- The District’s Adopted mid-year Budget for Fiscal Year 2022-23
- A complete list of all District personnel, salary/wage rates, regular hours, paid benefits, and paid leave amounts provided by the Finance Department
- Prevailing fee schedules
- Annual workload data provided by CRRD

The District’s adopted budget serves as an important source of information that affects the cost of service results. NBS did not audit or validate the District’s financial documents and budget practices, nor was the cost information adjusted to reflect different levels of service or any specific, targeted performance benchmarks. This Study accepts the District’s budget as a legislatively adopted directive describing the most appropriate and reasonable level of District spending. NBS consultants accept the Board of Directors’ deliberative process and the District’s budget plan and further assert that through this legislative process, the District has yielded a reasonable and valid expenditure plan to use in setting cost-based fees.

3. COMMUNITY RISK REDUCTION DIVISION

The Community Risk Reduction Division (formerly Fire Prevention Bureau) is responsible for protecting the public through coordinated efforts in fire prevention, code enforcement, fire protection engineering, fire and life safety education and fire investigation. Fire Inspectors responsible for code enforcement inspect existing buildings and properties for fire code violations, assist fire suppression personnel, respond to complaints, and review and approve licensed care facilities. Fire Inspectors are responsible for fire protection engineering review plans for all construction projects and fire protection systems and conduct the testing and inspections for those projects. CRRD also manages the weed abatement program, and reviews, approves and inspects special events, carnivals, fairs and fireworks displays.

3.1 Cost of Service Analysis

NBS developed a composite, fully burdened, hourly rate for each major functional activity of CRRD as shown in Table 2 below:

Table 2. Fully Burdened Hourly Rate

| Cost Element | Fire Investigation | Weed Abatement | Code Complaint Response/Enf | Inspections & Permit Services | Total |
|-------------------------------------|---------------------|-------------------|-----------------------------|-------------------------------|---------------------|
| Labor | \$ 783,889 | \$ 54,338 | \$ 322,152 | \$ 2,058,496 | \$ 3,218,875 |
| Recurring Non-Labor | 22,403 | 1,916 | 32,359 | 152,718 | 209,396 |
| District-wide Overhead | 80,751 | 13,575 | 80,482 | 514,263 | 689,070 |
| Division Support Activities | 801,939 | 63,130 | 393,259 | 2,463,994 | 3,722,322 |
| Division Total | \$ 1,688,981 | \$ 132,959 | \$ 828,252 | \$ 5,189,470 | \$ 7,839,663 |
| Fully Burdened Hourly Rate | \$ 233 | \$ 226 | \$ 327 | \$ 304 | |
| <i>Reference: Direct Hours Only</i> | 7,252 | 588 | 2,533 | 17,061 | |
| Overtime Rate | | | | \$ 333 | |

Section 2.2, *Methods of Analysis*, further describes the types of expenditures and allocated costs considered in the development of the rate. All subsequent cost of service calculations at the individual fee level assumes a fully burdened hourly rate of **\$233** for Fire Investigation activities, **\$226** for Weed Abatement, **\$327** for Code Complaint Response/Enforcement, **\$304** for Inspection & Permit service activities during regular business hours, and **\$333** for Inspection & Permit services after business hours.

It should be noted that this Study also recognizes costs associated with services that are not generally recoverable in user or regulatory fees for service. As shown in Table 2, the total cost of CRRD is \$7.8 million for all activities and services provided. However, only approximately \$5.2 million of costs are eligible for recovery in the user and regulatory fees studied. The Division provides some services which are, for the most part, supported by general funds of the District such as Arson Investigation, and Weed Abatement. Similar to routine emergency response and suppression activities, these services should not be expected to achieve 100% cost recovery through user or regulatory fees for service.

3.2 Fee Establishment

The following broadly describes the services provided by the Division under each section of the proposed fee structure.

- **Sections A. Permits to Operate, B. Occupancy Inspections** – CRRD issues one-time operational permits and inspects commercial and multifamily occupancies on a periodic basis, as required by local and/or State laws. Fees are structured by type of permit or service required, as well as occupancy or project type and size.
- **Section C. Development Plan Review and Inspection** – The scope of this study determined the full cost of providing plan review and field inspection services related to construction of new buildings / structures, as well as improvements to existing buildings / structures. Additionally, CRRD also regulates installation and improvement to fire sprinkler and fire alarm systems, underground fire service, fire pump testing and water tank installation.
- **Section D. Miscellaneous** – Includes the production of incident and investigation reports, copies, hourly rates for services required in excess of standard or performance of duties after hours, and other fee items not covered under previous categories listed.

The following is a summary of the overall changes to the CRRD fee schedule:

- Deletion of fees that are no longer used or needed:
 - Section B - Commercial day care: R-3 – 7-14 persons
 - Section C
 - Deferred submittal request
 - Certificate of release – residential care facility / large family daycare
 - Underground tank
 - Section D
 - Emergency response caused by driver under the influence (D.U.I.)
 - Existing environmental hazard research (per ½ hour)
 - Controlled access (i.e. key switch, padlock or box)
- Reorganization of fee categories or clarification of fee names to create a more user-friendly fee structure:
 - Section B
 - Educational: public schools – this service used to be provided at no charge, but will now be charged at the same rate as private schools based on number of students.
 - Midrise inspections (4-6 stories) – this service is now included under the Commercial Business Inspection category based on square footage.
- Addition of new fee categories, notated as “New” in the Current Fee column of Appendix A:
 - Section A
 - Additive manufacturing
 - Outdoor assembly events (greater than 1,000 people)
 - Carbon dioxide systems
 - Energy storage systems
 - Lithium batteries

- Mobile fueling of hydrogen-fueled vehicles
- Section B
 - Educational: 500+ students
 - Commercial business inspections - 200,001 – 500,000 sq. ft.
 - Commercial business inspections - 500,001 sq. ft. or greater
- Section C
 - Design review/consultation – Plan design review & additional hours
 - Hazardous materials – dispense/use & storage
 - Energy storage systems (ESS)
 - Temporary sales trailer
 - Cryogenic fluids
 - Flammable and combustible liquids
 - Fuel cell power systems
 - Gas detection systems
 - Industrial ovens
 - Motor vehicle repair rooms and booths
 - Plant extraction
 - Special event structures
 - Haunted house
 - Enhanced vapor recovery system
 - Kiosk/booth/special concessions in mall (temporary)
 - Spraying and dipping
 - Standpipe systems
- Section D – passthrough credit card processing fee

3.3 Cost Recovery Evaluation

Appendix A presents the results of the detailed cost recovery analysis of fees for the District’s Community Risk Reduction Division. In the Appendix, the “Cost of Service per Activity” column establishes the maximum adoptable fee amount for the corresponding service identified in the “Fee Description” list.

Currently, CRRD is recovering approximately 45% of the total cost of providing services from fees. As Table 3 shows, the District collects approximately \$2.6 million per year in revenue at the current fee amounts. At full cost recovery and the same demand level for these services, the District would recover approximately \$5.7 million.

Table 3. Cost Recovery Outcomes

| Fee Category | Annual Estimated Revenues at Current Fee | Annual Estimated Revenues at Full Cost Recovery | Annual Cost Recovery Surplus / Deficit | Existing Cost Recovery Percentage |
|--|--|---|--|-----------------------------------|
| Permits to Operate and Occupancy Inspections | \$ 809,217 | \$ 1,863,637 | \$ (1,054,420) | 43% |
| Development Plan Review and Inspection | \$ 1,743,621 | \$ 3,849,292 | \$ (2,105,672) | 45% |
| Miscellaneous | \$ 12,433 | \$ 15,209 | \$ (2,776) | 82% |
| Total | \$ 2,565,271 | \$ 5,728,139 | \$ (3,162,868) | 45% |

NBS provided a full cost of service evaluation and the framework for considering fees, while the Board will adopt the appropriate cost recovery levels at or below full cost amounts.

3.4 Comparison Survey

As discussed in Section 2.2.4, Comparative Fee Survey, NBS compared the Division's current list of fees to those of 5 comparative agencies. While the results of comparative fee surveys are often non-conclusive for many categories, NBS made every reasonable attempt to source each comparison agency's fee schedule.

4. CONCLUSION

Based on the outcomes of the Cost of Service Analysis, Fee Establishment, and Cost Recovery Evaluation presented in this Study, the proposed Master Fee Schedule has been prepared by the District for implementation and included in the District's Staff Report.

As discussed throughout this report, the intent of the proposed fee schedule is to improve the District's recovery of costs incurred to provide individual services, as well as adjust fees where the fees charged exceed the average costs incurred. Predicting the amount to which any adopted fee increases will affect District revenues is difficult to quantify. For the near-term, the District should not count on increased revenues to meet any specific expenditure plan. Experience with the revised fee amounts should be gained first before revenue projections are revised. However, unless there is some significant, long-term change in activity levels at the District, proposed fee amendments should enhance the District's cost recovery performance over time, providing it the ability to stretch other resources further for the benefit of the public at-large.

The District's Master Fee Schedule should become a living document, but handled with care:

- A fundamental purpose of the fee schedule is to provide clarity and transparency to the public and to staff regarding fees imposed by the District. Once adopted by the Board of Directors, the fee schedule is the final word on the amount and method in which fees should be charged and supersedes all previous fee schedules. If it is discovered that the master document is missing certain fees, those fees will eventually need to be added to the master fee schedule and should not exist outside the consolidated, master framework.
- The District should consider adjusting these user fees and regulatory fees on an annual basis to keep pace with cost inflation. For all fees and charges, for example, the District could use a Consumer Price Index adjustment that is applied to the new fee schedule. Conducting a comprehensive user fee Study is not an annual requirement, and only becomes worthwhile over time as shifts in organization, local practices, legislative values, or legal requirements result in significant change.

As a final note, it is worth mentioning the path that fees, in general, have taken in the State of California. In recent years, there is more public demand for the precise and equitable accounting of the basis for governmental fees and a greater say in when and how they are charged. It is likely that into the future, user and regulatory fees will require an even greater level of analysis and supporting data to meet the public's growing expectations. An agency's ability to meet these new pressures will depend on the level of technology they invest in their current systems. Continuous improvement and refinement of time tracking abilities will greatly enhance the District's ability to set fees for service and identify unfunded activities in years to come.

Disclaimer: In preparing this report and the opinions and recommendations included herein, NBS has relied on a number of principal assumptions and considerations with regard to financial matters, conditions and events that may occur in the future. This information and assumptions, including the District's budgets, time estimate data, and workload information from District staff, were provided by sources we believe to be reliable; however, NBS has not independently verified such information and assumptions. While we believe NBS' use of such information and assumptions is reasonable for the purpose of this report, some assumptions will invariably not materialize as stated herein and may vary significantly due to unanticipated events and circumstances. Therefore, the actual results can be expected to vary from those projected to the extent that actual future conditions differ from those assumed by us or provided to us by others.

APPENDIX A

Cost of Services Analysis (Fee Tables)

Prepared by NBS for the Sacramento Metropolitan Fire District

| Fee No. | Fee Description | Notes | Activity Service Cost Analysis | | | Cost Recovery Analysis | | Annual Estimated Revenue Analysis | | |
|------------------------------|--|-------|---|----------------------------|------------------------------|------------------------|-----------------------------------|-----------------------------------|---------------------------|-----------|
| | | | Estimated Average Labor Time Per Activity (hours) | Fully Burdened Hourly Rate | Cost of Service Per Activity | Current Fee | Existing Cost Recovery Percentage | Estimated Volume of Activity | Annual Estimated Revenues | |
| | | | | | | | | | Current Fee | Full Cost |
| A. PERMITS TO OPERATE | | | (1, 2) | | | | | | | |
| 1 | Additive Manufacturing | | 2.00 | \$ 304 | \$ 608 | NEW | % | - | \$ - | \$ - |
| 2 | Aerosol Products (first 500 lbs.) | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 3 | Amusement Buildings | | 3.00 | \$ 304 | \$ 913 | \$ 469 | 51% | - | \$ - | \$ - |
| 4 | Aviation Facilities | | 4.00 | \$ 304 | \$ 1,217 | \$ 938 | 77% | - | \$ - | \$ - |
| 5 | Carnivals, Fairs, Festivals, Exhibitions, or Special Events (Plan Review & Inspection) | | 3.00 | \$ 304 | \$ 913 | \$ 469 | 51% | 25 | \$ 11,725 | \$ 22,814 |
| | a. Each additional booth, exhibits, etc. | | 0.10 | \$ 304 | \$ 30 | \$ 24 | 79% | - | \$ - | \$ - |
| | b. Outdoor assembly events (greater than 1,000 people) | | 6.00 | \$ 304 | \$ 1,825 | NEW | % | - | \$ - | \$ - |
| 6 | Cellulose Nitrate Film | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 7 | Combustible Dust Producing Operations | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 8 | Combustible Fibers | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 9 | Compressed Gases | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| | a. Carbon dioxide systems | | 2.00 | \$ 304 | \$ 608 | NEW | % | 10 | \$ - | \$ 6,084 |
| 10 | Covered and Open Mall Buildings | | 8.00 | \$ 304 | \$ 2,433 | \$ 1,875 | 77% | - | \$ - | \$ - |
| 11 | Cryogenic Fluids | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 12 | Cutting and Welding | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 13 | Dry Cleaning | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 14 | Energy Storage Systems | | 2.00 | \$ 304 | \$ 608 | NEW | % | - | \$ - | \$ - |
| 15 | Exhibit and Trade Shows | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 16 | Explosives | | 2.50 | \$ 304 | \$ 760 | \$ 586 | 77% | - | \$ - | \$ - |
| 17 | Fire Hydrants and Valves | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 18 | Flammable and Combustible Liquids | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| | a. Use/Operate/Repair Pipeline | | 2.50 | \$ 304 | \$ 760 | \$ 586 | 77% | - | \$ - | \$ - |
| 19 | Floor Finishing | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 20 | Fruit and Crop Ripening | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 21 | Fumigation and Insecticidal Fogging | | 2.00 | \$ 304 | \$ 608 | \$ - | 0% | - | \$ - | \$ - |
| 22 | Hazardous Materials | | 4.00 | \$ 304 | \$ 1,217 | \$ 586 | 48% | 2 | \$ 1,172 | \$ 2,433 |
| 23 | HPM Facilities | | 4.00 | \$ 304 | \$ 1,217 | \$ 586 | 48% | - | \$ - | \$ - |
| 24 | High Pile Storage | | 2.50 | \$ 304 | \$ 760 | \$ 586 | 77% | 5 | \$ 2,930 | \$ 3,802 |
| 25 | Hot Work Operations | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 26 | Industrial Ovens | | 2.50 | \$ 304 | \$ 760 | \$ 586 | 77% | - | \$ - | \$ - |
| 27 | Lithium Batteries | | 2.00 | \$ 304 | \$ 608 | NEW | % | - | \$ - | \$ - |
| 28 | Lumber Yards & Woodworking Plants | | 2.50 | \$ 304 | \$ 760 | \$ 586 | 77% | - | \$ - | \$ - |
| 29 | Liquid or Gas Fueled Vehicles In Assembly | | 2.50 | \$ 304 | \$ 760 | \$ 586 | 77% | - | \$ - | \$ - |
| 30 | LP Gas | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | 2 | \$ 938 | \$ 1,217 |
| 31 | Magnesium | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 32 | Miscellaneous Combustible Storage | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 33 | Mobile Fueling of Hydrogen-Fueled Vehicles | | 2.00 | \$ 304 | \$ 608 | NEW | % | - | \$ - | \$ - |
| 34 | Motor Fuel Dispensing Facilities | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 35 | Plant Extraction Systems | | 3.00 | \$ 304 | \$ 913 | n/a | % | - | \$ - | \$ - |
| 36 | Open Burning (Burn Permit) | | 0.25 | \$ 304 | \$ 76 | \$ - | 0% | 30 | \$ - | \$ 2,281 |

| Fee No. | Fee Description | Notes | Activity Service Cost Analysis | | | Cost Recovery Analysis | | Annual Estimated Revenue Analysis | | |
|---------|---|-------|---|----------------------------|------------------------------|------------------------|-----------------------------------|-----------------------------------|---------------------------|-----------|
| | | | Estimated Average Labor Time Per Activity (hours) | Fully Burdened Hourly Rate | Cost of Service Per Activity | Current Fee | Existing Cost Recovery Percentage | Estimated Volume of Activity | Annual Estimated Revenues | |
| | | | | | | | | | Current Fee | Full Cost |
| 37 | Open Flames and Torches | | 1.50 | \$ 304 | \$ 456 | \$ - | 0% | - | \$ - | \$ - |
| 38 | Open Flames and Candles | | 1.50 | \$ 304 | \$ 456 | \$ - | 0% | - | \$ - | \$ - |
| 39 | Organic Coatings | | 2.50 | \$ 304 | \$ 760 | \$ 586 | 77% | - | \$ - | \$ - |
| 40 | Pieces of Assembly | | | | | | | | | |
| | a. 50-99 | | 1.50 | \$ 304 | \$ 456 | \$ 234 | 51% | 20 | \$ 4,680 | \$ 9,125 |
| | b. 100-299 | | 2.50 | \$ 304 | \$ 760 | \$ 373 | 49% | 15 | \$ 5,595 | \$ 11,407 |
| | d. 300 or more | | 3.00 | \$ 304 | \$ 913 | \$ 586 | 64% | 5 | \$ 2,930 | \$ 4,563 |
| 41 | Private Hydrants | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 42 | Pyrotechnic Special Effects Material | | | | | | | | | |
| | a. Fireworks Aerial Display | | | | | | | | | |
| | 1. 60 or less shells | | 6.00 | \$ 304 | \$ 1,825 | \$ 1,406 | 77% | 1 | \$ 1,406 | \$ 1,825 |
| | 2. 61 to 120 shells | | 10.00 | \$ 304 | \$ 3,042 | \$ 1,641 | 54% | - | \$ - | \$ - |
| | 3. 121 to 180 shells | | 10.00 | \$ 304 | \$ 3,042 | \$ 1,875 | 62% | 2 | \$ 3,750 | \$ 6,084 |
| | 4. 181 to 240 shells | | 10.00 | \$ 304 | \$ 3,042 | \$ 2,108 | 69% | - | \$ - | \$ - |
| | 5. 241 or more shells | | 10.00 | \$ 304 | \$ 3,042 | \$ 2,343 | 77% | 5 | \$ 11,715 | \$ 15,209 |
| | b. Fireworks Retail Stand | | 1.50 | \$ 304 | \$ 456 | \$ 373 | 82% | 140 | \$ 52,220 | \$ 63,878 |
| | c. Fireworks Set Pieces | | | | | | | | | |
| | 1. With Aerial Display | | 1.00 | \$ 304 | \$ 304 | \$ 234 | 77% | - | \$ - | \$ - |
| | 2. Without Aerial Display | | 3.00 | \$ 304 | \$ 913 | \$ 469 | 51% | - | \$ - | \$ - |
| | d. Fireworks - special effects Pyrotechnic effects used in motion picture, television, theatrical and group entertainment (first 2 hours) | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| | 1. Each additional hour | | 1.00 | \$ 304 | \$ 304 | \$ 234 | 77% | - | \$ - | \$ - |
| 43 | Pyroxylin Plastics | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 44 | Refrigeration Equipment | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 45 | Repair Garages and Motor Fuel-Dispensing Facilities | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 46 | Rooftop Heliports | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 47 | Spraying or Dipping | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - | \$ - |
| 48 | Storage of Scrap Tires and Tire Byproducts | | 2.50 | \$ 304 | \$ 760 | \$ 586 | 77% | - | \$ - | \$ - |
| 49 | Temporary Membrane Structures & Tents | [1] | | | | | | | | |
| | a. 400 - 1,499 s.f. | | 2.50 | \$ 304 | \$ 760 | \$ 469 | 62% | 4 | \$ 1,876 | \$ 3,042 |
| | b. 1,500 - 2,999 s.f. | | 3.00 | \$ 304 | \$ 913 | \$ 586 | 64% | 5 | \$ 2,930 | \$ 4,563 |
| | c. 3,000 - 5,999 s.f. | | 3.50 | \$ 304 | \$ 1,065 | \$ 702 | 66% | 4 | \$ 2,808 | \$ 4,259 |
| | d. 6,000 s.f. and above | | 4.00 | \$ 304 | \$ 1,217 | \$ 819 | 67% | 5 | \$ 4,095 | \$ 6,084 |
| 50 | Tire Rebuilding Plants | | 2.50 | \$ 304 | \$ 760 | \$ 586 | 77% | - | \$ - | \$ - |
| 51 | Waste Handling | | 2.50 | \$ 304 | \$ 760 | \$ 586 | 77% | - | \$ - | \$ - |
| 52 | Wood Products | | 2.50 | \$ 304 | \$ 760 | \$ 469 | 62% | - | \$ - | \$ - |
| 53 | Occupancies with 2 or More Permits, Each Additional Permit | [2] | 0.25 | \$ 304 | \$ 76 | \$ 59 | 78% | - | \$ - | \$ - |

| Fee No. | Fee Description | Notes | Activity Service Cost Analysis | | | Cost Recovery Analysis | | Annual Estimated Revenue Analysis | | |
|---------------------------------|---|-------|---|----------------------------|------------------------------|------------------------|-----------------------------------|-----------------------------------|---------------------------|------------|
| | | | Estimated Average Labor Time Per Activity (hours) | Fully Burdened Hourly Rate | Cost of Service Per Activity | Current Fee | Existing Cost Recovery Percentage | Estimated Volume of Activity | Annual Estimated Revenues | |
| | | | | | | | | | Current Fee | Full Cost |
| B. OCCUPANCY INSPECTIONS | | | | | | | | | | |
| | | (1) | | | | | | | | |
| 1 | Commercial Day Care | | | | | | | | | |
| | a. 7-49 persons | | 2.00 | \$ 304 | \$ 608 | \$ 234 | 38% | 30 | \$ 7,020 | \$ 18,251 |
| | b. 50-149 persons | | 3.00 | \$ 304 | \$ 913 | \$ 469 | 51% | 50 | \$ 23,450 | \$ 45,627 |
| | c. 150 or more persons | | 4.50 | \$ 304 | \$ 1,369 | \$ 586 | 43% | 3 | \$ 1,758 | \$ 4,106 |
| 2 | Educational | | | | | | | | | |
| | a. 1-99 students | | 3.00 | \$ 304 | \$ 913 | \$ 234 | 26% | 53 | \$ 12,402 | \$ 48,365 |
| | b. 100-199 students | | 4.00 | \$ 304 | \$ 1,217 | \$ 469 | 39% | 24 | \$ 11,256 | \$ 29,201 |
| | c. 200-499 students | | 5.00 | \$ 304 | \$ 1,521 | \$ 586 | 39% | 78 | \$ 45,708 | \$ 118,630 |
| | d. 500+ students | | 6.00 | \$ 304 | \$ 1,825 | NEW | % | 101 | \$ - | \$ 184,333 |
| 3 | Institutional | | | | | | | | | |
| | a. Hospitals | | 13.00 | \$ 304 | \$ 3,954 | \$ 1,875 | 47% | 2 | \$ 3,750 | \$ 7,909 |
| 4 | Pre-Inspection (R-2.1, R-3.1 and R-4 Facilities - H&S 13235) | | | | | | | | | |
| | a. Facilities with 25 or less persons | | 2.00 | \$ 304 | \$ 608 | \$ 234 | 38% | 25 | \$ 5,850 | \$ 15,209 |
| | b. Facilities with 26 or more persons | | 3.00 | \$ 304 | \$ 913 | \$ 469 | 51% | 5 | \$ 2,345 | \$ 4,563 |
| 5 | High Rise Inspections | | | | | | | | | |
| | a. B - 7 to 10 Stories | | 6.50 | \$ 304 | \$ 1,977 | \$ 1,523 | 77% | - | \$ - | \$ - |
| | b. B - 11 or more Stories | | 8.00 | \$ 304 | \$ 2,433 | \$ 1,875 | 77% | 1 | \$ 1,875 | \$ 2,433 |
| 6 | Residential Apartments | | | | | | | | | |
| | a. Up to 4 units | | 1.50 | \$ 304 | \$ 456 | \$ 117 | 26% | 355 | \$ 41,535 | \$ 161,976 |
| | b. 5 - 25 Units | | 2.00 | \$ 304 | \$ 608 | \$ 352 | 58% | 240 | \$ 84,480 | \$ 146,007 |
| | c. 26 - 100 Units | | 3.00 | \$ 304 | \$ 913 | \$ 526 | 58% | 400 | \$ 210,400 | \$ 365,016 |
| | d. 101 - 300 Units | | 4.00 | \$ 304 | \$ 1,217 | \$ 579 | 48% | 220 | \$ 127,380 | \$ 267,679 |
| | e. 301 + units | | 5.00 | \$ 304 | \$ 1,521 | \$ 826 | 54% | 14 | \$ 11,564 | \$ 21,293 |
| 7 | Residential Care Facilities/Skilled Nursing Facilities Initial Fire Clearance/Annual Inspection | | | | | | | | | |
| | a. 7-25 units | | 3.00 | \$ 304 | \$ 913 | \$ 352 | 39% | 20 | \$ 7,040 | \$ 18,251 |
| | b. 26-100 units | | 4.00 | \$ 304 | \$ 1,217 | \$ 527 | 43% | 20 | \$ 10,540 | \$ 24,334 |
| | c. 101-300 units | | 5.00 | \$ 304 | \$ 1,521 | \$ 703 | 46% | 15 | \$ 10,545 | \$ 22,814 |
| | d. 301 or more units | | 6.00 | \$ 304 | \$ 1,825 | \$ 878 | 48% | 2 | \$ 1,756 | \$ 3,650 |
| 8 | Annual Inspection Hotel/Motel | | | | | | | | | |
| | a. 7-25 units | | 2.50 | \$ 304 | \$ 760 | \$ 352 | 46% | 4 | \$ 1,408 | \$ 3,042 |
| | b. 26-100 units | | 3.00 | \$ 304 | \$ 913 | \$ 527 | 58% | 15 | \$ 7,905 | \$ 13,688 |
| | c. 101-300 units | | 4.00 | \$ 304 | \$ 1,217 | \$ 703 | 58% | 20 | \$ 14,060 | \$ 24,334 |
| | d. 301 or more units | | 5.00 | \$ 304 | \$ 1,521 | \$ 878 | 58% | 1 | \$ 878 | \$ 1,521 |

| Fee No. | Fee Description | Notes | Activity Service Cost Analysis | | | Cost Recovery Analysis | | Annual Estimated Revenue Analysis | | |
|--------------|---|-------|---|----------------------------|------------------------------|------------------------|-----------------------------------|-----------------------------------|---------------------------|---------------------|
| | | | Estimated Average Labor Time Per Activity (hours) | Fully Burdened Hourly Rate | Cost of Service Per Activity | Current Fee | Existing Cost Recovery Percentage | Estimated Volume of Activity | Annual Estimated Revenues | |
| | | | | | | | | | Current Fee | Full Cost |
| 9 | Commercial Business Inspections | [4] | | | | | | | | |
| | a. 0 – 2000 sq. ft. | | 1.50 | \$ 304 | \$ 456 | \$ 117 | 26% | 90 | \$ 10,530 | \$ 41,064 |
| | b. 2001 – 5000 sq. ft. | | 2.25 | \$ 304 | \$ 684 | \$ 234 | 34% | 35 | \$ 8,190 | \$ 23,954 |
| | c. 5,001 – 10,000 sq. ft. | | 3.00 | \$ 304 | \$ 913 | \$ 352 | 39% | 15 | \$ 5,280 | \$ 13,688 |
| | d. 10,001 – 20,000 sq. ft. | | 3.75 | \$ 304 | \$ 1,141 | \$ 469 | 41% | 15 | \$ 7,035 | \$ 17,110 |
| | e. 20,001 – 40,000 sq. ft. | | 4.50 | \$ 304 | \$ 1,369 | \$ 586 | 43% | 10 | \$ 5,860 | \$ 13,688 |
| | f. 40,001 – 80,000 sq. ft. | | 5.25 | \$ 304 | \$ 1,597 | \$ 703 | 44% | 8 | \$ 5,624 | \$ 12,776 |
| | g. 80,001 – 120,000 sq. ft. | | 6.00 | \$ 304 | \$ 1,825 | \$ 820 | 45% | 3 | \$ 2,460 | \$ 5,475 |
| | h. 120,001 – 150,000 sq. ft. | | 6.75 | \$ 304 | \$ 2,053 | \$ 938 | 46% | 1 | \$ 938 | \$ 2,053 |
| | i. 150,001 – 200,000 sq. ft. | | 7.50 | \$ 304 | \$ 2,281 | \$ 1,055 | 46% | 1 | \$ 1,055 | \$ 2,281 |
| | j. 200,001 – 500,000 sq. ft. | | 10.00 | \$ 304 | \$ 3,042 | NEW | % | - | \$ - | \$ - |
| | k. 500,001 sq. ft. or greater | | 13.00 | \$ 304 | \$ 3,954 | NEW | % | - | \$ - | \$ - |
| 10 | Storage Facilities | | | | | | | | | |
| | With Interior Corridors | | 4.00 | \$ 304 | \$ 1,217 | \$ 786 | 65% | 5 | \$ 3,930 | \$ 6,084 |
| | Without Interior Corridors | | 3.00 | \$ 304 | \$ 913 | \$ 528 | 58% | 5 | \$ 2,640 | \$ 4,563 |
| 11 | 2+ Permits, each additional permit after first permit | [2] | 0.25 | \$ 304 | \$ 76 | \$ 73 | 96% | - | \$ - | \$ - |
| TOTAL | | | | | | | | | \$ 809,217 | \$ 1,863,637 |

[Notes]

- [1] Permit Fees include an initial inspection and one reinspection. Failure to comply with inspection program or second re-inspection will result in additional inspection fees per Section D, Item 2 of this fee schedule.
- [2] Occupancies with more than two or more permits shown on the list above will result in a charge using the highest amount shown, followed by additional permits at 1/4 of hourly rate.
- [3] Fee is assessed based on cumulative permissible tent square footage at a single site.
- [4] Fee is assessed based on cumulative square footage of all buildings under a single owner.

| Fee No. | Fee Description | Fee Unit | Notes | Activity Service Cost Analysis | | | Cost Recovery Analysis | | Annual Estimated Revenue Analysis | | | | |
|--|---|-----------------|-------|--------------------------------------|------------|---------|----------------------------|------------------------------|-----------------------------------|-----------------------------------|------------------------------|---------------------------|------------|
| | | | | Estimated Average Labor Time (hours) | | | Fully Burdened Hourly Rate | Cost of Service Per Activity | Current Fee | Existing Cost Recovery Percentage | Estimated Volume of Activity | Annual Estimated Revenues | |
| | | | | Plan Review & Processing | Inspection | Total | | | | | | Current Fee | Full Cost |
| C. DEVELOPMENT PLAN REVIEW AND INSPECTION | | | | | | | | | | | | | |
| 1 | Aboveground Tank Installation, Flammable/Combustible Liquids Compressed Gases | first tank | | 1.50 | 1.50 | 3.00 | \$ 304 | \$ 913 | \$ 655 | 72% | 60 | \$ 39,300 | \$ 54,752 |
| | a. Additional Tank | each | | 0.75 | 1.00 | 1.75 | \$ 304 | \$ 532 | \$ 262 | 49% | - | - | - |
| 2 | Administration Charge for Resubmittals, Upon 2nd or Subsequent Revision | first hour | (I) | 1.50 | - | 1.50 | \$ 304 | \$ 456 | \$ 262 | 57% | 525 | \$ 137,550 | \$ 239,542 |
| | a. Additional Hours | per hour | | 1.00 | - | 1.00 | \$ 304 | \$ 304 | \$ 262 | 86% | - | - | - |
| 3 | Basic Building Review | | | | | | | | | | | | |
| | a. Minor Plan Review, Over the Counter | per project | (I) | 0.50 | - | 0.50 | \$ 304 | \$ 152 | \$ 131 | 86% | 40 | \$ 5,240 | \$ 6,084 |
| | b. Basic Construction Fee | per project | (I) | 1.50 | 1.50 | 3.00 | \$ 304 | \$ 913 | \$ 262 | 29% | 135 | \$ 35,370 | \$ 123,193 |
| | c. Commercial Uses (New Construction) | | | | | | | | | | | | |
| | 1. 0,001 - 10,000 s.f. | per project | | 2.00 | 2.00 | 4.00 | \$ 304 | \$ 1,217 | \$ 856 | 70% | 45 | \$ 38,520 | \$ 54,752 |
| | 2. 10,001 - 20,000 s.f. | per project | | 2.50 | 2.50 | 5.00 | \$ 304 | \$ 1,521 | \$ 1,005 | 66% | 1 | \$ 1,005 | \$ 1,521 |
| | 3. 20,001 - 50,000 s.f. | per project | | 3.50 | 3.50 | 7.00 | \$ 304 | \$ 2,129 | \$ 1,351 | 63% | 2 | \$ 2,702 | \$ 4,259 |
| | 4. >50,001 s.f. | scaled per s.f. | (I) | 0.00007 | 0.00007 | 0.00014 | \$ 304 | \$ 0.04 | \$ 0.01 | n/a | 10 | \$ 0 | \$ 0 |
| | d. Commercial Residential and Multifamily Residential Uses (New Building) | | | | | | | | | | | | |
| | 1. 0 - 10,000 s.f. | per project | | 2.50 | 2.00 | 4.50 | \$ 304 | \$ 1,369 | \$ 786 | 57% | 25 | \$ 19,650 | \$ 34,220 |
| | 2. 10,001 - 20,000 s.f. | per project | | 3.00 | 2.50 | 5.50 | \$ 304 | \$ 1,673 | \$ 1,087 | 65% | 30 | \$ 32,610 | \$ 50,190 |
| | 3. 20,001 - 50,000 s.f. | per project | | 4.00 | 3.00 | 7.00 | \$ 304 | \$ 2,129 | \$ 1,663 | 78% | 25 | \$ 41,575 | \$ 53,232 |
| | 4. >50,001 s.f. | scaled per s.f. | (I) | 0.00008 | 0.00004 | 0.00012 | \$ 304 | \$ 0.04 | \$ 0.02 | n/a | 4 | \$ 0 | \$ 0 |
| | e. Commercial Storage / Warehouse (New Building) | | | | | | | | | | | | |
| | 1. 0 - 50,000 s.f. | per project | | 2.50 | 2.00 | 4.50 | \$ 304 | \$ 1,369 | \$ 856 | 63% | 5 | \$ 4,280 | \$ 6,844 |
| | 2. 50,001 - 200,000 s.f. | per project | | 4.00 | 3.00 | 7.00 | \$ 304 | \$ 2,129 | \$ 1,285 | 60% | 2 | \$ 2,570 | \$ 4,259 |
| | 3. >200,001 s.f. | scaled per s.f. | (I) | 0.00002 | 0.00002 | 0.00004 | \$ 304 | \$ 0.01 | \$ 0.01 | n/a | 2 | \$ 0 | \$ 0 |
| | f. Commercial Uses (Tenant Improvement) | | | | | | | | | | | | |
| | 1. 0,001 - 10,000 s.f. | per project | | 2.00 | 2.00 | 4.00 | \$ 304 | \$ 1,217 | \$ 625 | 51% | 240 | \$ 150,000 | \$ 292,013 |
| | 2. 10,001 - 20,000 s.f. | per project | | 2.50 | 2.50 | 5.00 | \$ 304 | \$ 1,521 | \$ 1,142 | 75% | 35 | \$ 39,970 | \$ 53,232 |
| | 3. 20,001 - 50,000 s.f. | per project | | 3.00 | 3.50 | 6.50 | \$ 304 | \$ 1,977 | \$ 1,570 | 79% | 20 | \$ 31,400 | \$ 39,543 |
| | 4. >50,001 s.f. | scaled per s.f. | (I) | 0.00006 | 0.00007 | 0.00013 | \$ 304 | \$ 0.04 | \$ 0.02 | n/a | 15 | \$ 0 | \$ 1 |
| | g. High Piled Storage Rack (Tenant Improvement) | | | | | | | | | | | | |
| | 1. 0,001 - 10,000 s.f. | per project | | 2.00 | 1.50 | 3.50 | \$ 304 | \$ 1,065 | \$ 714 | 67% | 5 | \$ 3,570 | \$ 5,323 |
| | 2. 10,001 - 20,000 s.f. | per project | | 2.50 | 2.00 | 4.50 | \$ 304 | \$ 1,369 | \$ 999 | 73% | 3 | \$ 2,997 | \$ 4,106 |
| | 3. 20,001 - 50,000 s.f. | per project | | 3.00 | 2.50 | 5.50 | \$ 304 | \$ 1,673 | \$ 1,285 | 77% | 1 | \$ 1,285 | \$ 1,673 |
| | 4. >50,001 s.f. | scaled per s.f. | (I) | 0.00006 | 0.00005 | 0.00011 | \$ 304 | \$ 0.03 | \$ 0.02 | n/a | 1 | \$ 0 | \$ 0 |

| Fee No. | Fee Description | Fee Unit | Metrics | Activity Service Cost Analysis | | | Cost Recovery Analysis | | | Annual Estimated Revenue Analysis | | | |
|---------|---|---------------|---------|--------------------------------------|------------|-------|----------------------------|------------------------------|-------------|-----------------------------------|------------------------------|---------------------------|------------|
| | | | | Estimated Average Labor Time (hours) | | | Fully Burdened Hourly Rate | Cost of Service Pcr Activity | Current Fee | Existing Cost Recovery Percentage | Estimated Volume of Activity | Annual Estimated Revenues | |
| | | | | Plan Review & Processing | Inspection | Total | | | | | | Current Fee | Full Cost |
| 4 | Certificate of Release | each | | 2.00 | 1.00 | 3.00 | \$ 304 | \$ 913 | \$ 393 | 43% | 130 | \$ 51,090 | \$ 118,630 |
| 5 | Compressed Gas System | | | | | | | | | | | | |
| | a. CO2 beverage dispensing | per project | | 1.50 | 1.50 | 3.00 | \$ 304 | \$ 913 | \$ 655 | 72% | 10 | \$ 6,550 | \$ 9,125 |
| | b. Medical Gas | per project | | 2.00 | 2.50 | 4.50 | \$ 304 | \$ 1,369 | \$ 524 | 38% | 1 | \$ 524 | \$ 1,369 |
| 6 | Design Review/Consultation | | | | | | | | | | | | |
| | a. In office consult | per project | | 1.00 | - | 1.00 | \$ 304 | \$ 304 | \$ 131 | 43% | 5 | \$ 655 | \$ 1,521 |
| | 1. Additional hours | per hour | | 1.00 | - | 1.00 | \$ 304 | \$ 304 | \$ 262 | 86% | - | \$ - | \$ - |
| | b. Out of office consult | first 2 hours | | 2.00 | - | 2.00 | \$ 304 | \$ 608 | \$ 524 | 86% | 5 | \$ 2,620 | \$ 3,042 |
| | 1. Additional hours | per hour | | 1.00 | - | 1.00 | \$ 304 | \$ 304 | \$ 262 | 86% | - | \$ - | \$ - |
| | c. Plan design review | first hour | | 1.00 | - | 1.00 | \$ 304 | \$ 304 | NEW | % | - | \$ - | \$ - |
| | 1. Additional hours | per hour | | 1.00 | - | 1.00 | \$ 304 | \$ 304 | NEW | % | - | \$ - | \$ - |
| 7 | Emergency Responder Radio Coverage (ERRC) | per hour | | 1.00 | 1.00 | 2.00 | \$ 304 | \$ 608 | NEW | % | 10 | \$ - | \$ 6,084 |
| 8 | Fire Alarm System | | | | | | | | | | | | |
| | a. 0-25 Devices | per project | | 2.00 | 2.00 | 4.00 | \$ 304 | \$ 1,217 | \$ 560 | 46% | 85 | \$ 47,600 | \$ 103,421 |
| | b. 26-50 Devices | per project | | 2.50 | 3.00 | 5.50 | \$ 304 | \$ 1,673 | \$ 625 | 37% | 25 | \$ 15,625 | \$ 41,825 |
| | c. 51- 100 Devices | per project | | 3.50 | 4.50 | 8.00 | \$ 304 | \$ 2,433 | \$ 740 | 30% | 15 | \$ 11,100 | \$ 36,502 |
| | d. > 100 Devices | per project | | 5.00 | 8.00 | 13.00 | \$ 304 | \$ 3,954 | \$ 884 | 22% | 15 | \$ 13,260 | \$ 59,315 |
| | e. Sprinkler System Supervision & Alarm | per project | | 1.50 | 2.00 | 3.50 | \$ 304 | \$ 1,065 | \$ 262 | 25% | 55 | \$ 14,410 | \$ 58,555 |
| | f. Communication upgrade | per project | | 1.50 | 2.00 | 3.50 | \$ 304 | \$ 1,065 | \$ 262 | 25% | 55 | \$ 14,410 | \$ 58,555 |
| 9 | Fire Flow / Hydrant Test | each | | - | 2.00 | 2.00 | \$ 304 | \$ 608 | \$ 524 | 86% | - | \$ - | \$ - |
| 10 | Fire Sprinkler System - Commercial (New Installation) | | | | | | | | | | | | |
| | a. 1-99 sprinklers | per project | | 4.00 | 5.00 | 9.00 | \$ 304 | \$ 2,738 | \$ 524 | 19% | 50 | \$ 26,200 | \$ 136,881 |
| | b. 100-199 sprinklers | per project | | 5.00 | 6.00 | 11.00 | \$ 304 | \$ 3,346 | \$ 655 | 20% | 40 | \$ 26,200 | \$ 133,839 |
| | c. 200 or more sprinklers | per project | | 6.00 | 8.00 | 14.00 | \$ 304 | \$ 4,259 | \$ 1,310 | 31% | 35 | \$ 45,850 | \$ 149,048 |
| 11 | Fire Sprinkler System - Commercial (T.I.) | | | | | | | | | | | | |
| | a. 1-99 sprinklers | per project | | 1.50 | 2.00 | 3.50 | \$ 304 | \$ 1,065 | \$ 262 | 25% | 165 | \$ 43,230 | \$ 175,664 |
| | b. 100-199 sprinklers | per project | | 1.75 | 3.00 | 4.75 | \$ 304 | \$ 1,445 | \$ 560 | 39% | 5 | \$ 2,800 | \$ 7,224 |
| | c. 200 or more sprinklers | per project | | 2.00 | 4.00 | 6.00 | \$ 304 | \$ 1,825 | \$ 668 | 37% | 5 | \$ 3,340 | \$ 9,125 |
| 12 | Master Sprinkler Plan Production Homes | per plan | | 2.50 | - | 2.50 | \$ 304 | \$ 760 | \$ 655 | 86% | 100 | \$ 65,500 | \$ 76,045 |
| 13 | Sprinkler System Subdivision Production | per plan | | 1.00 | 2.00 | 3.00 | \$ 304 | \$ 913 | \$ 524 | 57% | 1,000 | \$ 524,000 | \$ 912,541 |
| 14 | Residential Sprinkler System (T.I.) | per plan | | 1.50 | 2.00 | 3.50 | \$ 304 | \$ 1,065 | \$ - | 0% | 1 | \$ - | \$ 1,065 |
| 15 | Residential Sprinkler System (Non-Production) | per project | | 2.50 | 2.50 | 5.00 | \$ 304 | \$ 1,521 | \$ 655 | 43% | 70 | \$ 45,850 | \$ 106,463 |
| 16 | Clean Agent Suppression System or Equal | per project | | 2.50 | 2.00 | 4.50 | \$ 304 | \$ 1,369 | \$ 655 | 48% | 5 | \$ 3,275 | \$ 6,844 |
| 17 | Hood & Duct Fire Suppression System | per system | | 2.00 | 2.00 | 4.00 | \$ 304 | \$ 1,217 | \$ 524 | 43% | 60 | \$ 31,440 | \$ 73,003 |

| Fee No. | Fee Description | Fee Unit | Notes | Activity Service Cost Analysis | | | Cost Recovery Analysis | | | Annual Estimated Revenue Analysis | | | |
|---------|--|---------------|-------|--------------------------------------|------------|-------|----------------------------|------------------------------|-------------|-----------------------------------|------------------------------|---------------------------|------------|
| | | | | Estimated Average Labor Time (hours) | | | Fully Burdened Hourly Rate | Cost of Service Per Activity | Current Fee | Existing Cost Recovery Percentage | Estimated Volume of Activity | Annual Estimated Revenues | |
| | | | | Plan Review & Processing | Inspection | Total | | | | | | Current Fee | Full Cost |
| 18 | Mapping Fee – (i.e. New subdivisions/site plans) | | | | | | | | | | | | |
| | Electronic Format | | | | | | | | | | | | |
| | 1. 0 - 25 lots | per project | | 1.00 | - | 1.00 | \$ 304 | \$ 304 | \$ 285 | 94% | - | \$ - | \$ - |
| | 2. 26 - 100 lots | per project | | 2.00 | - | 2.00 | \$ 304 | \$ 608 | \$ 524 | 86% | - | \$ - | \$ - |
| | 3. 101 or more lots | per project | | 3.00 | - | 3.00 | \$ 304 | \$ 913 | \$ 524 | 57% | - | \$ - | \$ - |
| 19 | After Hours | | | | | | | | | | | | |
| | a. Plan Review | | | | | | | | | | | | |
| | 1. First 2 hours | first 2 hours | | 2.00 | - | 2.00 | \$ 333 | \$ 667 | \$ 285 | 43% | - | \$ - | \$ - |
| | 2. Each additional hour | per hour | | 1.00 | - | 1.00 | \$ 333 | \$ 333 | \$ 524 | 157% | - | \$ - | \$ - |
| | b. Inspection | | | | | | | | | | | | |
| | 1. First 2 hours | first 2 hours | | - | 2.00 | 2.00 | \$ 333 | \$ 667 | \$ 285 | 43% | 15 | \$ 4,275 | \$ 10,002 |
| | 2. Each additional hour | per hour | | - | 1.00 | 1.00 | \$ 333 | \$ 333 | \$ 524 | 157% | - | \$ - | \$ - |
| 20 | Site Plan Review | | | | | | | | | | | | |
| | a. Perimeter Fencing / Gates | per project | | 1.50 | 2.00 | 3.50 | \$ 304 | \$ 1,065 | \$ 524 | 49% | 35 | \$ 18,340 | \$ 37,262 |
| | b. Civil Improvement | per project | | 3.00 | 1.00 | 4.00 | \$ 304 | \$ 1,217 | \$ 524 | 43% | 130 | \$ 68,120 | \$ 158,174 |
| 21 | Underground Fire Supply Line (1st 3 Hydrants/Risers) | per project | | 1.50 | 4.00 | 5.50 | \$ 304 | \$ 1,673 | \$ 524 | 31% | 40 | \$ 20,960 | \$ 66,920 |
| | 1. Each additional 3 Hydrants | per hydrant | | 0.50 | 2.00 | 2.50 | \$ 304 | \$ 760 | \$ 131 | 17% | 5 | \$ 655 | \$ 3,802 |
| 22 | Evacuation Plan Review | per project | | 2.00 | 2.00 | 4.00 | \$ 304 | \$ 1,217 | \$ 524 | 43% | 1 | \$ 524 | \$ 1,217 |
| 23 | Smoke Control or Smoke Exhaust Systems | per project | | 4.00 | 5.00 | 9.00 | \$ 304 | \$ 2,738 | \$ 524 | 19% | - | \$ - | \$ - |
| 24 | Spray Booths | per project | | 2.00 | 1.00 | 3.00 | \$ 304 | \$ 913 | \$ 524 | 57% | 1 | \$ 524 | \$ 913 |
| 25 | Cell Tower (outside roof, pole, etc.) | per project | | 1.50 | 1.00 | 2.50 | \$ 304 | \$ 760 | \$ 393 | 52% | 35 | \$ 13,755 | \$ 26,616 |
| 26 | LPG Gas Tank Installation - Commercial | per project | | 1.50 | 1.00 | 2.50 | \$ 304 | \$ 760 | \$ 428 | 56% | 1 | \$ 428 | \$ 760 |
| 27 | LPG Propane Tank Install - Residential | per project | | 1.50 | 1.00 | 2.50 | \$ 304 | \$ 760 | \$ 393 | 52% | - | \$ - | \$ - |
| 28 | Stationary Fire Pump | per project | | 2.50 | 2.50 | 5.00 | \$ 304 | \$ 1,521 | \$ 1,572 | 103% | 5 | \$ 7,860 | \$ 7,605 |
| 29 | Hazardous Materials | | | | | | | | | | | | |
| | a. Hazardous Materials Dispense/Use | | | | | | | | | | | | |
| | 1. 1-5 chemicals | per project | | 3.00 | 2.00 | 5.00 | \$ 304 | \$ 1,521 | NEW | % | - | \$ - | \$ - |
| | 2. Each additional 5 chemicals | per project | | 3.00 | 2.00 | 5.00 | \$ 304 | \$ 1,521 | NEW | % | - | \$ - | \$ - |
| | b. Hazardous Materials Storage | | | | | | | | | | | | |
| | 1. 1-5 chemicals | per project | | 3.00 | 2.00 | 5.00 | \$ 304 | \$ 1,521 | NEW | % | - | \$ - | \$ - |
| | 2. Each additional 5 chemicals | per project | | 3.00 | 2.00 | 5.00 | \$ 304 | \$ 1,521 | NEW | % | - | \$ - | \$ - |
| 30 | Solar Panel | | | | | | | | | | | | |
| | New Panels on Residential | per project | | 1.50 | 1.00 | 2.50 | \$ 304 | \$ 760 | \$ 524 | 69% | - | \$ - | \$ - |
| | Commercial | per project | | 1.50 | 1.50 | 3.00 | \$ 304 | \$ 913 | \$ 524 | 57% | 30 | \$ 15,720 | \$ 27,376 |
| 31 | Energy Storage Systems (ESS) | | | | | | | | | | | | |
| | a. Residential | per project | | 1.50 | 1.50 | 3.00 | \$ 304 | \$ 913 | NEW | % | 200 | \$ - | \$ 182,508 |
| | I. Residential ESS Master Plan - Subdivision Homes | per project | | 1.50 | - | 1.50 | \$ 304 | \$ 456 | NEW | % | - | \$ - | \$ - |
| | II. Residential ESS Subdivision - Production Homes | per project | | - | 1.00 | 1.00 | \$ 304 | \$ 304 | NEW | % | - | \$ - | \$ - |
| | b. Commercial | per project | | 6.00 | 1.50 | 7.50 | \$ 304 | \$ 2,281 | NEW | % | 1 | \$ - | \$ 2,281 |
| 32 | Temporary Building Use | per project | | 1.50 | 1.50 | 3.00 | \$ 304 | \$ 913 | \$ 524 | 57% | 3 | \$ 1,572 | \$ 2,738 |
| 33 | Temporary Sales Trailer | per project | | 1.50 | 1.50 | 3.00 | \$ 304 | \$ 913 | NEW | % | - | \$ - | \$ - |
| 34 | Satellite Television Letter | per project | | 1.00 | - | 1.00 | \$ 304 | \$ 304 | \$ 262 | 86% | 2 | \$ 524 | \$ 608 |
| 35 | Will Serve Letter Processing | per project | | 1.00 | - | 1.00 | \$ 304 | \$ 304 | \$ 262 | 86% | 20 | \$ 5,240 | \$ 6,084 |
| 36 | Cryogenic Fluids | per project | | 1.50 | 1.50 | 3.00 | \$ 304 | \$ 913 | NEW | % | - | \$ - | \$ - |
| 37 | Flammable and Combustible Liquids | per project | | 2.00 | 2.00 | 4.00 | \$ 304 | \$ 1,217 | NEW | % | - | \$ - | \$ - |
| 38 | Fuel Cell Power Systems | per project | | 6.00 | 1.50 | 7.50 | \$ 304 | \$ 2,281 | NEW | % | - | \$ - | \$ - |

| Fee No. | Fee Description | Fee Unit | Notes | Activity Service Cost Analysis | | | Cost Recovery Analysis | | Annual Estimated Revenue Analysis | | | | |
|--------------|---|-------------|-------|--------------------------------------|------------|-------|----------------------------|------------------------------|-----------------------------------|-----------------------------------|------------------------------|---------------------------|-----------|
| | | | | Estimated Average Labor Time (hours) | | | Fully Burdened Hourly Rate | Cost of Service Per Activity | Current Fee | Existing Cost Recovery Percentage | Estimated Volume of Activity | Annual Estimated Revenues | |
| | | | | Plan Review & Processing | Inspection | Total | | | | | | Current Fee | Full Cost |
| 39 | Gas Detection Systems | per project | | 1.50 | 1.50 | 3.00 | \$ 304 | \$ 913 | NEW | % | - | \$ - | \$ - |
| 40 | Industrial Oven | per project | | 1.50 | 1.50 | 3.00 | \$ 304 | \$ 913 | NEW | % | - | \$ - | \$ - |
| 41 | Motor Vehicle Repair Rooms and Booths | per project | | 1.50 | 1.50 | 3.00 | \$ 304 | \$ 913 | NEW | % | - | \$ - | \$ - |
| 42 | Plant Extraction | per project | | 2.50 | 2.00 | 4.50 | \$ 304 | \$ 1,369 | NEW | % | - | \$ - | \$ - |
| 43 | Special Event Structures | per project | | 1.50 | 1.50 | 3.00 | \$ 304 | \$ 913 | NEW | % | - | \$ - | \$ - |
| 44 | Haunted House | per project | | 1.50 | 1.50 | 3.00 | \$ 304 | \$ 913 | NEW | % | - | \$ - | \$ - |
| 45 | Enhanced Vapor Recovery System | per project | | 1.00 | 1.00 | 2.00 | \$ 304 | \$ 608 | NEW | % | - | \$ - | \$ - |
| 46 | Kiosk/Booth/Special Concessions in Mall (temporary) | per project | | 0.75 | 0.75 | 1.50 | \$ 304 | \$ 456 | NEW | % | - | \$ - | \$ - |
| 47 | Spraying and Dipping | per project | | 2.00 | 2.00 | 4.00 | \$ 304 | \$ 1,217 | NEW | % | - | \$ - | \$ - |
| 48 | Standpipe Systems | per project | | 2.50 | 2.50 | 5.00 | \$ 304 | \$ 1,521 | NEW | % | - | \$ - | \$ - |
| TOTAL | | | | | | | | | | | \$ 1,743,621 | \$ 3,849,292 | |

(Notes)
 [1] Fee applies for additional or incomplete submittals beyond first submittal and one re-check included in initial plan review fee.
 [2] A minor plan is deemed appropriate on a case by case basis, for minor scopes of work as determined by the Fire Marshal.
 [3] Fee structure is set so that "scaled per s.f." project fees should be implemented as follows: per project fee from previous threshold * (remaining s.f. / per s.f. cost multiplier)

| Fee No. | Fee Description | Notes | Activity Service Cost Analysis | | | Cost Recovery Analysis | | Annual Estimated Revenue Analysis | |
|-------------------------|---|-------|---|----------------------------|------------------------------|------------------------|-----------------------------------|-----------------------------------|---|
| | | | Estimated Average Labor Time Per Activity (hours) | Fully Burdened Hourly Rate | Cost of Service Per Activity | Current Fee | Existing Cost Recovery Percentage | Estimated Volume of Activity | Annual Estimated Revenues Current Fee Full Cost |
| D. MISCELLANEOUS | | | | | | | | | |
| 1 | Administration Charges (i.e. Weed Abatement) (per 1/2 hour) | (1) | 0.50 | \$ 226 | \$ 113 | \$ 147 | 130% | - | \$ - \$ - |
| 2 | Additional Inspection/Reinspection (per 1/2 hour) | | 0.50 | \$ 304 | \$ 152 | \$ 124 | 82% | 100 | \$ 12,433 \$ 15,209 |
| 3 | Appeals | (2) | 4.00 | \$ 304 | \$ 1,217 | \$ 586 | 48% | - | \$ - \$ - |
| 4 | Copies of Reports, Photographs, etc. (see SMF - Public Records Act Policy) | | | | | | | | |
| 5 | District Apparatus Emergency Response/Stand-By | (4) | | | Actual Cost | Actual Cost | | | |
| 6 | Commercial False Alarm Cost Recovery (per response) | (3) | | | | | | | |
| | a. Processing and Inspection required (per response) | | 1.50 | \$ 304 | \$ 456 | \$ 292 | 64% | - | \$ - \$ - |
| | b. Suppression Unit Response Cost (per hour) | (4) | | | Actual Cost | \$ 330 | | | |
| | c. Inspection Follow-up (after initial correction notice) (per 1/2 hour) | | 0.50 | \$ 304 | \$ 152 | \$ 124 | 82% | - | \$ - \$ - |
| 7 | Investigation Fee - Fire Investigation (first hour) | | 1.50 | \$ 233 | \$ 349 | \$ 373 | 107% | - | \$ - \$ - |
| | each additional hour | | 1.00 | \$ 233 | \$ 233 | \$ 182 | 78% | - | \$ - \$ - |
| 8 | Investigation Fee - Complaint Investigation (first hour) | | 1.50 | \$ 327 | \$ 491 | \$ 373 | 76% | - | \$ - \$ - |
| | each additional hour | | 1.00 | \$ 327 | \$ 327 | \$ 182 | 56% | - | \$ - \$ - |
| 9 | Monitoring Required Evacuation Drills | (4) | | | Actual Cost | Actual Cost | | | |
| 10 | Negligently Caused Fire Emergency | (4) | | | Actual Cost | \$ 373 | | | |
| 11 | Research of District Records (per 1/2 hour) (plus copy charge of \$1.00 for the first page; plus \$.10 per page thereafter) | | 0.50 | \$ 304 | \$ 152 | \$ 147 | 97% | - | \$ - \$ - |
| 12 | Responses Patient Assistance Request from "For Profit" Care Facilities | (4) | | | Actual Cost | \$ 330 | | | |
| 13 | Standby Personnel or Safety Officer | (4) | | | Actual Cost | Actual Cost | | | |
| 14 | Technical Report/Alternative Material or Method Processing (2 hour minimum) | | 2.00 | \$ 304 | \$ 608 | \$ 586 | 96% | - | \$ - \$ - |
| 15 | Lost Fire Permit Card | | 1.00 | \$ 304 | \$ 304 | \$ 147 | 48% | - | \$ - \$ - |
| 16 | Special Inspection Requests (Not otherwise specified in fee schedule) | | 2.00 | \$ 304 | \$ 608 | \$ 469 | 77% | - | \$ - \$ - |
| 17 | Credit Card Processing Fee | (4) | | | Actual Cost | NEW | | | |
| 18 | Cost Recovery Based on Actual Time (per hour) | | | | | | | | |
| | a. Fire Investigation | | 1.00 | \$ 233 | \$ 233 | \$ 224 | 96% | - | \$ - \$ - |
| | b. Weed Abatement | | 1.00 | \$ 226 | \$ 226 | \$ 129 | 57% | - | \$ - \$ - |
| | c. Code Complaint | | 1.00 | \$ 327 | \$ 327 | NEW | % | - | \$ - \$ - |
| | d. Inspection & Permit Services | | 1.00 | \$ 304 | \$ 304 | \$ 292 | 96% | - | \$ - \$ - |
| | e. Suppression | (4) | | | Actual Cost | \$ 330 | | | |
| TOTAL | | | | | | | | | \$ 12,433 \$ 15,209 |

[Notes]
 All fees in the Miscellaneous Section of the fee schedule are "minimum" amounts. Service required in excess of the minimum will be charged at adopted hourly rates.
 (1) Whenever the Fire Chief disapproves an application, or refused to grant a permit applied for, or when it is claimed that the provisions of the Code do not apply, or that the true intent and meaning of the Code have been misconstrued or wrongly interpreted with regard to any part of Title 17.04 of the Sacramento County Code (California Fire Code), the applicant may appeal the decision to the District Fire Board within 20 calendar days. The decision of the District Fire Board is final. This fee is non-refundable unless appeal is granted and shall accompany the appeal documentation.
 (2) Cost established through this study is a per response cost. Please refer to SMF's false alarm ordinance for interpretation of these amounts into penalties for false alarms.
 (3) Actual cost means the actual time and cost for service will be charged as deemed appropriate by the Fire Marshal or Finance Department.
 (4) Fire Marshal or Finance Department.

APPENDIX B

Comparative Fee Survey

Prepared by NBS for the Sacramento Metropolitan Fire District

SACRAMENTO METROPOLITAN FIRE DISTRICT
 Community Risk Reduction Division - User Fee Study FY 23
 Comparison of Charges for Fee Related Activities and Services

APPENDIX B

| Sacramento Metropolitan Fire District | | | | Comparative Agencies | | | | |
|---------------------------------------|--|-------------|------------------------|---|---|-------------------------|-------------------------|-------------------------|
| Fee No. | Fee Description | Current Fee | Fu/T Cost Recovery Fee | Contra Costa County FPD | Cosumnes CSD | Fresno | Orange County | Sacramento |
| A. PERMITS TO OPERATE | | | | | | | | |
| 1 | Additive Manufacturing | NEW | \$ 608 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 2 | Aerosol Products (first 500 lbs.) | \$ 469 | \$ 608 | \$ 279 | \$ 305 | no comparison available | \$ 217 | \$ 296 |
| 3 | Amusement Buildings | \$ 469 | \$ 913 | \$ 279 | \$ 596 | no comparison available | \$ 202 | \$ 733 |
| 4 | Aviation Facilities | \$ 938 | \$ 1,217 | \$ 558 | \$ 509 | no comparison available | \$ 202 | \$ 733 |
| 5 | Carnivals, Fairs, and Special Events | \$ 469 | \$ 913 | \$ 349 | Plan Review, No Insp: \$122 | no comparison available | \$ 202 | \$ 332 |
| | a. Each additional booth, exhibits, etc. | \$ 24 | \$ 30 | During Business Hours: \$140 per 1/2 hr After Business Hours: \$279 per hr | Plan Review, Insp (regular hours): \$566 Plan Review, Insp (overtime hours): \$798 | no comparison available | no comparison available | no comparison available |
| | b. Outdoor assembly events (greater than 1,000 people) | NEW | \$ 1,825 | During Business Hours: \$140 per 1/2 hr After Business Hours: \$279 per hr | | no comparison available | no comparison available | no comparison available |
| 6 | Cellulose Nitrate Film | \$ 469 | \$ 608 | \$ 419 | \$ 305 | no comparison available | no comparison available | \$ 296 |
| 7 | Combustible Dust Producing Operations | \$ 469 | \$ 608 | Up to 2,500 sf: \$279 2,500+ sf: \$558 | \$ 611 | no comparison available | no comparison available | \$ 441 |
| 8 | Combustible Fibers | \$ 469 | \$ 608 | \$ 558 | \$ 305 | no comparison available | \$ 202 | no comparison available |
| 9 | Compressed Gases | \$ 469 | \$ 608 | \$ 349 | \$ 509 | no comparison available | \$ 234 | \$ 296 |
| | a. Carbon dioxide systems | NEW | \$ 608 | \$ 279 | no comparison available | \$ 395 | no comparison available | no comparison available |
| 10 | Covered Malls | \$ 1,875 | \$ 2,433 | \$ 349 | \$ 916 | no comparison available | no comparison available | \$ 1,062 |
| 11 | Cryogenic Fluids | \$ 469 | \$ 608 | \$ 349 | \$ 509 | no comparison available | \$ 168 | \$ 296 |
| 12 | Cutting and Welding | \$ 469 | \$ 608 | \$ 349 | \$ 305 | no comparison available | \$ 138 | \$ 296 |
| 13 | Dry Cleaning Plants | \$ 469 | \$ 608 | \$ 349 | \$ 407 | no comparison available | \$ 152 | \$ 369 |
| 14 | Energy Storage Systems | NEW | \$ 608 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 15 | Exhibit and Trade Shows | \$ 469 | \$ 608 | no comparison available | \$ 407 | no comparison available | no comparison available | \$ 587 |
| 16 | Explosives or Blasting Agents | \$ 585 | \$ 760 | Up to 100 lbs: \$558 100+ lbs: \$838 | \$ 712 | no comparison available | \$ 202 | \$ 441 |

SACRAMENTO METROPOLITAN FIRE DISTRICT
 Community Risk Reduction Division - User Fee Study FY 23
 Comparison of Charges for Fee Related Activities and Services

APPENDIX B

| Sacramento Metropolitan Fire District | | | | Comparative Agencies | | | | |
|---------------------------------------|--|-------------|------------------------|---|-------------------------|-------------------------|-------------------------|-------------------------|
| Fee No. | Fee Description | Current Fee | Full Cost Recovery Fee | Contra Costa County FPD | Colusa CSD | Fresno | Orange County | Sacramento |
| 17 | Fire Hydrants and Water Control Valves | \$ 469 | \$ 608 | \$ 279 | \$ 305 | no comparison available | no comparison available | no comparison available |
| 18 | Flammable and Combustible Liquids | \$ 469 | \$ 608 | Class I liquids >5 gallons - Inside: \$349 Class I liquids >10 gallons - Outside: \$558 | | | | |
| | a. Use/Operate/Repair Pipeline | \$ 586 | \$ 760 | Class II or Class III A liquids >25 gallons - Inside: \$349 Class II or Class III A liquids >60 gallons - Outside: \$349 | \$ 509 | no comparison available | \$ 156 | \$ 296 |
| 19 | Floor Finishing | \$ 469 | \$ 608 | \$ 349 | \$ 204 | no comparison available | no comparison available | \$ 296 |
| 20 | Fruit and Crop Ripening | \$ 469 | \$ 608 | \$ 279 | \$ 407 | no comparison available | no comparison available | \$ 296 |
| 21 | Fumigation and Insecticidal Fogging | \$ - | \$ 608 | No Charge | \$ 305 | no comparison available | no comparison available | no comparison available |
| 22 | Hazardous Materials | \$ 586 | \$ 1,217 | 1-5 products: \$279 5-10 products: \$838 11+ products: \$1,395 | \$ 509 | no comparison available | \$227 - \$234 | \$ 441 |
| 23 | HPM Facilities | \$ 586 | \$ 1,217 | \$ 1,395 | \$ 712 | no comparison available | no comparison available | \$ 697 |
| 24 | High Pile Storage | \$ 586 | \$ 760 | Up to 5,000 sf: \$558 5,000+ sf: \$838 | \$ 509 | no comparison available | \$ 397 | \$ 369 |
| 25 | Hot Work Operations | \$ 469 | \$ 608 | \$ 140 | \$ 305 | no comparison available | \$ 184 | \$ 296 |
| 26 | Industrial Ovens | \$ 586 | \$ 760 | \$ 558 | \$ 305 | no comparison available | \$ 184 | \$ 296 |
| 27 | Lithium Batteries | NEW | \$ 608 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 28 | Lumber Yards & Woodworking Plants | \$ 586 | \$ 760 | \$ 558 | \$ 509 | no comparison available | \$ 332 | \$ 551 |
| 29 | Liquid or Gas Fueled Vehicles in Assembly | \$ 586 | \$ 760 | \$ 279 | \$ 204 | no comparison available | \$ 202 | no comparison available |
| 30 | LP Gas | \$ 469 | \$ 608 | Dispense, Store, Use: \$349 Operate Plant: \$558 Exchange Cylinders: \$279 | \$ 407 | no comparison available | \$ 149 | \$ 296 |
| 31 | Magnesium | \$ 469 | \$ 608 | \$ 419 | \$ 509 | no comparison available | \$ 202 | \$ 296 |
| 32 | Miscellaneous Combustible Storage | \$ 469 | \$ 608 | \$ 558 | \$ 305 | no comparison available | \$ 202 | \$ 441 |
| 33 | Mobile Fueling of Hydrogen-Fueled Vehicles | NEW | \$ 608 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 34 | Motor Fuel Dispensing Facilities | \$ 469 | \$ 608 | \$ 558 | \$ 509 | no comparison available | \$ 184 | \$ 369 |
| 35 | Plant Extraction System | n/a | \$ 913 | \$ 279 | \$ 901 | no comparison available | no comparison available | \$ 405 |

SACRAMENTO METROPOLITAN FIRE DISTRICT
 Community Risk Reduction Division - User Fee Study FY 23
 Comparison of Charges for Fee Related Activities and Services

APPENDIX B

| Sacramento Metropolitan Fire District | | | | Comparative Agencies | | | | |
|---------------------------------------|---|-------------|------------------------|--|-------------------------|-------------------------|--|--|
| Fee No. | Fee Description | Current Fee | Full Cost Recovery Fee | Contra Costa County FPD | Cosumnes CSD | Fresno | Orange County | Sacramento |
| 36 | Open Burning (Burn Permit) | \$ - | \$ 76 | \$ 279 | \$ 30 | no comparison available | \$ 202 | \$ 186 |
| 37 | Open Flames and Torches | \$ - | \$ 456 | \$ 279 | no comparison available | no comparison available | no comparison available | \$ 223 |
| 38 | Open Flames and Candles | \$ - | \$ 456 | | | | | |
| 39 | Organic Coatings | \$ 586 | \$ 760 | \$ 279 | \$ 407 | no comparison available | no comparison available | \$ 296 |
| 40 | Places of Assembly | | | | | | | |
| | a. 50-99 | \$ 234 | \$ 456 | Occupancy load 50-100: \$349 | \$ 305 | no comparison available | \$ 400 | A-1: \$465 A-2 & A-3: \$281 - \$387 A-4 & A-5: \$563 |
| | b. 100-299 | \$ 373 | \$ 760 | Occupancy load 101-200: \$558 | \$ 305 | no comparison available | \$ 400 | |
| | | | | Occupancy load 201-299: \$558 | | | | |
| | d. 300 or more | \$ 586 | \$ 913 | Occupancy load 300+: \$838 | \$ 407 | no comparison available | \$ 856 | |
| 41 | Private Hydrants | \$ 469 | \$ 608 | no comparison available | \$ 305 | no comparison available | no comparison available | no comparison available |
| 42 | Pyrotechnic Special Effects | | | | | | | |
| | a. Fireworks Aerial Display | | | | | | | |
| | 1. 60 or less shells | \$ 1,406 | \$ 1,825 | During Business Hours: \$698 first 2 hours \$140 per 1/2 hr add'l After Business Hours: \$279 per hr (3 hr min) | Per Shoot: \$2,064 | \$ 679 | Home Coming & Barge Display: \$539 July 4th displays: \$1,946 | no comparison available |
| | 2. 61 to 120 shells | \$ 1,641 | \$ 3,042 | | | | | |
| | 3. 121 to 180 shells | \$ 1,875 | \$ 3,042 | | | | | |
| | 4. 181 to 240 shells | \$ 2,108 | \$ 3,042 | | | | | |
| | 5. 241 or more shells | \$ 2,343 | \$ 3,042 | | | | | |
| | b. Fireworks Retail Stand | \$ 373 | \$ 456 | no comparison available | \$ 318 | \$ 345 | \$ 192 | no comparison available |
| | c. Fireworks Set Pieces | | | | | | | |
| | 1. With Aerial Display | \$ 234 | \$ 304 | During Business Hours: \$558 first 2 hours \$140 per 1/2 hr add'l | Per Shoot: \$853 | \$ 679 | no comparison available | no comparison available |
| | 2. Without Aerial Display | \$ 469 | \$ 913 | After Business Hours: \$279 per hr (2 hr min) | | | | |
| | d. Fireworks – special effects Pyrotechnic effects used in motion picture, television, theatrical and group entertainment (first 2 hours) | \$ 469 | \$ 608 | During Business Hours: \$558 first 2 hours \$140 per 1/2 hr add'l | Per Shoot: \$1,285 | no comparison available | \$ 871 | \$ 259 |
| | 1. Each additional hour | \$ 234 | \$ 304 | After Business Hours: \$279 per hr (2 hr min) | | no comparison available | no comparison available | no comparison available |
| 43 | Pyroxylin Plastics | \$ 469 | \$ 608 | \$ 279 | \$ 509 | no comparison available | no comparison available | no comparison available |
| 44 | Refrigeration Equipment | \$ 469 | \$ 608 | \$ 419 | \$ 305 | no comparison available | no comparison available | \$ 296 |

SACRAMENTO METROPOLITAN FIRE DISTRICT
 Community Risk Reduction Division - User Fee Study FY 23
 Comparison of Charges for Fee Related Activities and Services

APPENDIX B

| Sacramento Metropolitan Fire District | | | | Comparative Agencies | | | | |
|---------------------------------------|--|-------------|------------------------|---|--|-------------------------|---|-------------------------|
| Fee No. | Fee Description | Current Fee | Full Cost Recovery Fee | Contra Costa County FPD | Cosumnes CSD | Fresno | Orange County | Sacramento |
| 45 | Repair Garages and Motor Fuel-Dispensing Facilities | \$ 469 | \$ 608 | 1 - 4 repair bays: \$349 5 - 8 repair bays: \$419 Greater than 8 repair bays: \$558 | \$ 509 | no comparison available | Less than 5,000 sqft: \$266 Greater than 5,000 sqft: \$283 | \$ 369 |
| 46 | Rooftop Heliports | \$ 469 | \$ 608 | \$ 279 | \$ 509 | no comparison available | no comparison available | \$ 223 |
| 47 | Spraying or Dipping | \$ 469 | \$ 608 | \$ 349 | \$ 509 | no comparison available | \$ 381 | \$ 296 |
| 48 | Storage of Scrap Tires | \$ 586 | \$ 760 | \$ 558 | \$ 509 | no comparison available | \$ 202 | \$ 405 |
| 49 | Temporary Membrane Structure | | | | | | | |
| | a. 400 - 1,499 s.f. | \$ 469 | \$ 760 | 401 sq/ft - 699 sq/ft: \$140 | | no comparison available | | |
| | b. 1,500 - 2,999 s.f. | \$ 586 | \$ 913 | 700 sq/ft - 5,000 sq/ft: \$279 | \$ 624 | no comparison available | \$ 202 | \$ 186 |
| | a. 3,000 - 5,999 s.f. | \$ 702 | \$ 1,065 | 5,000+ sq/ft: \$419 | | no comparison available | | |
| | a. 6,000 s.f. and above | \$ 819 | \$ 1,217 | | | no comparison available | | |
| 50 | Tire Rebuilding Plants | \$ 586 | \$ 760 | \$ 558 | \$ 509 | no comparison available | no comparison available | no comparison available |
| 51 | Waste Handling | \$ 586 | \$ 760 | \$ 558 | \$ 509 | no comparison available | \$ 202 | no comparison available |
| 52 | Wood Products | \$ 469 | \$ 760 | \$ 558 | \$ 712 | no comparison available | no comparison available | \$ 405 |
| 53 | Occupancies with 2 or More Permits, Each Additional Permit | \$ 59 | \$ 76 | no comparison available | For multiple operational permits, the highest fee category will be assessed. Renewal Fees: Cat I: \$207 Cat II: \$382 Cat III: \$557 Cat IV: \$732 Cat V: \$732 + \$175/hr | no comparison available | no comparison available | no comparison available |

| Sacramento Metropolitan Fire District | | | | Comparative Agencies | | | | |
|---------------------------------------|--|-------------|------------------------|-------------------------------------|---|-------------------------|--|-------------------------------------|
| Fee No. | Fee Description | Current Fee | Full Cost Recovery Fee | Contra Costa County FPD | Cosumnes CSD | Fresno | Orange County | Sacramento |
| B. OCCUPANCY INSPECTIONS | | | | | | | | |
| 1 | Commercial Day Care | | | | | | | |
| | a. 7-49 persons | \$ 234 | \$ 608 | | \$ 207 | no comparison available | | 9-14 persons: \$269 15-49: \$369 |
| | b. 50-149 persons | \$ 469 | \$ 913 | \$279 + \$4 per unit | \$ 382 | no comparison available | \$259 - \$294 | 50-99: \$369 100+: \$369 |
| | c. 150 or more persons | \$ 586 | \$ 1,369 | | \$ 557 | no comparison available | | |
| 2 | Educational | | | | | | | |
| | a. Occupant load 1-99 | \$ 234 | \$ 913 | Occupant load less than 50: \$349 | \$ 382 | | | |
| | b. Occupant load 100-199 | \$ 469 | \$ 1,217 | Occupant load 50-149: \$558 | \$ 557 | no comparison available | \$ 415 | no comparison available |
| | c. Occupant load 200-499 | \$ 586 | \$ 1,521 | Occupant load 150-499: \$558 | \$ 732 | | | |
| | d. Occupant load 500+ | NEW | \$ 1,825 | Occupant load 500 or greater: \$838 | | no comparison available | no comparison available | no comparison available |
| 3 | Institutional | | | | | | | |
| | a. Hospitals | \$ 1,875 | \$ 3,954 | \$558 + \$4 per patient/bed | \$ 1,432 | no comparison available | All A Occupancy > 10,000 square feet aggregate: \$415 All A Occupancy < 10,000 square feet aggregate: \$466 | no comparison available |
| 4 | Pre-Inspection (R-2.1, R-3.1 and R-4 Facilities - H&S 13235) | | | | | | | |
| | a. Facilities with 25 or less persons | \$ 234 | \$ 608 | no comparison available | \$ 382 | no comparison available | All A Occupancy > 10,000 square feet aggregate: \$415 | no comparison available |
| | b. Facilities with 26 or more persons | \$ 469 | \$ 913 | | 26-100 beds: \$557 101-300 beds: \$732 301+ beds: \$907 | no comparison available | All A Occupancy < 10,000 square feet aggregate: \$466 | |

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| Fee No. | Fee Description | Current Fee | Full Cost Recovery Fee | Contra Costa County FPD | Cosumnes CSD | Fresno | Orange County | Sacramento |
| 5 | High Rise Inspections | | | | | | | |
| | a. B - 7 to 10 Stories | \$ 1,523 | \$ 1,977 | Pre 1974: \$1,944 | \$ 732 | no comparison available | \$ 725 | no comparison available |
| | b. B - 11 or more Stories | \$ 1,875 | \$ 2,433 | Post 1974: \$486 + \$0.005 sq. ft. | \$ 907 | | | |
| 6 | Residential Apartments | | | | | | | |
| | a. Up to 4 units | \$ 117 | \$ 456 | \$364 + \$4 per unit | \$ 207 | no comparison available | no comparison available | 3-15 + units: \$44 16-30 units: \$235 31-60: \$308 61-100: \$381 101-150: \$451 151-200: \$527 201-250: \$599 251-300: \$672 301-350: \$672 351-400: \$745 401-450: \$818 451-500: \$982 501+: \$892 |
| | b. 5 - 25 Units | \$ 352 | \$ 608 | | \$ 382 | | | |
| | c. 26 - 100 Units | \$ 526 | \$ 913 | | \$ 557 | | | |
| | d. 101 - 300 Units | \$ 579 | \$ 1,217 | | \$ 732 | | | |
| | e. 301 + units | \$ 826 | \$ 1,521 | | \$ 907 | | | |
| 7 | Residential Care Facilities/Skilled Nursing Facilities Initial Fire Clearance/Annual Inspection | | | | | | | |
| | a. 7-25 units | \$ 352 | \$ 913 | \$243 + \$4 per unit | \$ 382 | no comparison available | 7-16 units: \$415 16+ units: no comparison available | \$ 145 |
| | b. 26-100 units | \$ 527 | \$ 1,217 | | \$ 557 | | | |
| | c. 100-300 units | \$ 703 | \$ 1,521 | | \$ 732 | | | |
| | d. 301 or more units | \$ 878 | \$ 1,825 | | \$ 907 | | | |
| 8 | Annual Inspection Hotel/Motel | | | | | | | |
| | a. 7-25 units | \$ 352 | \$ 760 | \$364 + \$4 per unit | \$ 382 | no comparison available | <50 units: no comparison available 51-150 units: \$311 >150 units: \$518 | 3-8 units: \$296 9-16 rooms: \$369 17-30 rooms: \$441 31-60 rooms: \$514 61-90 rooms: \$624 91-120 rooms: \$697 |
| | b. 26-100 units | \$ 527 | \$ 913 | | \$ 557 | | | |
| | c. 101-300 units | \$ 703 | \$ 1,217 | | \$ 732 | | | |
| | d. 301 or more units | \$ 878 | \$ 1,521 | | \$ 907 | | | |

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| Fee No. | Fee Description | Current Fee | Full Cost Recovery Fee | Contra Costa County FPD | Cosumnes CSD | Fresno | Orange County | Sacramento |
| 9 | Commercial Business Inspections | | | | | | | |
| | a. 0 – 2000 sq. ft. | \$ 117 | \$ 456 | no comparison available | no comparison available | \$ 152 | no comparison available | no comparison available |
| | b. 2001 – 5000 sq. ft. | \$ 234 | \$ 684 | no comparison available | no comparison available | \$ 152 | no comparison available | no comparison available |
| | c. 5,001 – 10,000 sq. ft. | \$ 352 | \$ 913 | no comparison available | no comparison available | \$ 152 | no comparison available | no comparison available |
| | d. 10,001 – 20,000 sq. ft. | \$ 469 | \$ 1,141 | no comparison available | no comparison available | \$ 152 | no comparison available | no comparison available |
| | e. 20,001 – 40,000 sq. ft. | \$ 586 | \$ 1,369 | no comparison available | no comparison available | \$ 152 | no comparison available | no comparison available |
| | f. 40,001 – 80,000 sq. ft. | \$ 703 | \$ 1,597 | no comparison available | no comparison available | \$ 152 | no comparison available | no comparison available |
| | g. 80,001 – 120,000 sq. ft. | \$ 820 | \$ 1,825 | no comparison available | no comparison available | \$ 152 | no comparison available | no comparison available |
| | h. 120,001 – 150,000 sq. ft. | \$ 938 | \$ 2,053 | no comparison available | no comparison available | \$ 152 | no comparison available | no comparison available |
| | i. 150,001 – 200,000 sq. ft. | \$ 1,055 | \$ 2,281 | no comparison available | no comparison available | \$ 152 | no comparison available | no comparison available |
| | j. 200,001 – 500,000 sq. ft. | NEW | \$ 3,042 | no comparison available | no comparison available | \$ 152 | no comparison available | no comparison available |
| | k. 500,001 sq. ft. or greater | NEW | \$ 3,954 | no comparison available | no comparison available | \$ 152 | no comparison available | no comparison available |
| 10 | Storage Facilities | | | | | | | |
| | With Interior Corridors | \$ 786 | \$ 1,217 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| | Without Interior Corridors | \$ 528 | \$ 913 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 11 | 2+ Permits, each additional permit after first permit | \$ 73 | \$ 76 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |

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|--|---|-----------------|-------------|------------------------|--|---|---|--|---|
| Fee No. | Fee Description | Fee Type / Unit | Current Fee | Full Cost Recovery Fee | Contra Costa County FPD | Cosumnes CSD | Fresno | Orange County | Sacramento |
| C. DEVELOPMENT PLAN REVIEW AND INSPECTION | | | | | | | | | |
| 1 | Aboveground Tank Installation, Flammable/Combustible Liquids Compressed Gases | first tank | \$ 655 | \$ 913 | \$ 558 | \$ 1,316 | \$358 + \$10 Archiving Fee | \$ 625 | no comparison available |
| | a. Additional Tank | each | \$ 262 | \$ 532 | no comparison available | \$ 394 | no comparison available | no comparison available | |
| 2 | Administration Charge for Resubmittals, Upon 2nd or Subsequent Revision | first hour | \$ 262 | \$ 456 | \$ 275 | \$ 175 | \$ 95 | Upon 3rd or Subsequent Revision (1 hour minimum): \$202 | no comparison available |
| | a. Additional Hours | per hour | \$ 262 | \$ 304 | \$ 140 | \$ 175 | no comparison available | no comparison available | |
| 3 | Basic Building Review | | | | | | | | |
| | a. Minor Plan Review, Over the Counter | per project | \$ 131 | \$ 152 | no comparison available | | | | |
| | b. Basic Construction Fee | per project | \$ 262 | \$ 913 | no comparison available | | | | |
| | c. Commercial Uses (New Construction) | | | | | | | | |
| | 1. 0,001 - 10,000 s.f. | per project | \$ 856 | \$ 1,217 | | | | | |
| | 2. 10,001 - 20,000 s.f. | per project | \$ 1,005 | \$ 1,521 | | | | | |
| | 3. 20,001 - 50,000 s.f. | per project | \$ 1,351 | \$ 2,129 | | | | | |
| | 4. >50,001 s.f. | scaled per s.f. | \$ 0.01 | \$ 0.04 | | | | | |
| | d. Commercial Residential and Multifamily Residential Uses (New Building) | | | | \$837 + \$0.07 per square foot in excess of 2000 sq. ft. | Engineering Site Plan W/ 3 or less hydrants - Commercial: \$1,654 W/ 4 or more hydrants - Commercial: \$1,917 Single Family Dwelling and/or Accessory Building with an approved permit of release: \$538 | \$189.25 Includes one plan review and one on-site acceptance test/final inspection. Not to be used for new alarm/sprinkler/suppression systems. | All A Occupancy > 10,000 square feet aggregate: \$1,635 All A Occupancy < 10,000 square feet aggregate: \$1,066 | Plan Review: \$129 per hour Inspection: \$0.10 per sq. ft. |
| | 1. 0 - 10,000 s.f. | per project | \$ 786 | \$ 1,369 | | | | | |
| | 2. 10,001 - 20,000 s.f. | per project | \$ 1,087 | \$ 1,673 | | | | | |
| | 3. 20,001 - 50,000 s.f. | per project | \$ 1,663 | \$ 2,129 | | | | | |
| | 4. >50,001 s.f. | scaled per s.f. | \$ 0.02 | \$ 0.04 | | | | | |
| | e. Commercial Storage / Warehouse (New Building) | | | | | | | | |
| | 1. 0 - 50,000 s.f. | per project | \$ 856 | \$ 1,369 | | | | | |
| | 2. 50,001 - 200,000 s.f. | per project | \$ 1,285 | \$ 2,129 | | | | | |
| | 3. >200,001 s.f. | scaled per s.f. | \$ 0.01 | \$ 0.01 | | | | | |
| | f. Commercial Uses (Tenant Improvement) | | | | | | | | |
| | 1. 0,001 - 10,000 s.f. | per project | \$ 625 | \$ 1,217 | \$558 + \$0.07 per square foot in excess of 2000 sq. ft. | Architectural Plan Review: \$579 plus \$0.16 per sq. ft. | Includes \$10 archiving fee for Fire District use. | | |
| | 2. 10,001 - 20,000 s.f. | per project | \$ 1,142 | \$ 1,521 | | | | | |
| | 3. 20,001 - 50,000 s.f. | per project | \$ 1,570 | \$ 1,977 | | | | | |
| | 4. >50,001 s.f. | scaled per s.f. | \$ 0.02 | \$ 0.04 | | | | | |

| Sacramento Metropolitan Fire District | | | | | Comparative Agencies | | | | |
|--|---|-----------------|-------------|------------------------|--|--|--|---|---|
| Fee No. | Fee Description | Fee Type / Unit | Current Fee | Full Cost Recovery Fee | Contra Costa County FPD | Cosumnes CSD | Fresno | Orange County | Sacramento |
| C. DEVELOPMENT PLAN REVIEW AND INSPECTION | | | | | | | | | |
| | g. High Piled Storage Rack (Tenant Improvement) | | | | | | | | |
| | 1. 0,001 - 10,000 s.f. | per project | \$ 714 | \$ 1,065 | \$558 + \$0.07 per square foot in excess of 2000 sq. ft. | no comparison available | no comparison available | \$ 1,235 | Plan Review: \$129 per hour Inspection: \$0.10 per sq. ft. |
| | 2. 10,001 - 20,000 s.f. | per project | \$ 999 | \$ 1,369 | | | | | |
| | 3. 20,001 - 50,000 s.f. | per project | \$ 1,285 | \$ 1,673 | | | | | |
| | 4. >50,001 s.f. | scaled per s.f. | \$ 0.02 | \$ 0.03 | | | | | |
| 4 | Certificate of Release | each | \$ 393 | \$ 913 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 5 | Compressed Gas System | | | | | | | | |
| | a. CO2 beverage dispensing | per project | \$ 655 | \$ 913 | \$ 837 | \$ 509 | no comparison available | \$ 668 | \$ 296 |
| | b. Medical Gas | per project | \$ 524 | \$ 1,369 | | | no comparison available | \$ 1,195 | |
| 6 | Design Review/Consultation | | | | | | | | |
| | a. In office consult | per project | \$ 131 | \$ 304 | \$ 280 | | | | |
| | 1. Additional hours | per hour | \$ 262 | \$ 304 | no comparison available | | | | |
| | b. Out of office consult | first 2 hours | \$ 524 | \$ 608 | \$ 558 | \$ 175 | no comparison available | no comparison available | no comparison available |
| | 1. Additional hours | per hour | \$ 262 | \$ 304 | no comparison available | | | | |
| | c. Plan design review | first hour | NEW | \$ 304 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| | 1. Additional hours | per hour | NEW | \$ 304 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 7 | Emergency Responder Radio Coverage (ERRC) | per hour | NEW | \$ 608 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 8 | Fire Alarm System | | | | | | | | |
| | a. 0-25 Devices | per project | \$ 560 | \$ 1,217 | \$698 + \$10 per device | 1 - 25 Devices: \$1,303 Each additional 25 Devices: \$351 | \$594.57 | 6-15 Devices: \$591 16-30 Devices: \$999 >30 Devices: \$1,353 | no comparison available |
| | b. 26-50 Devices | per project | \$ 625 | \$ 1,673 | | | | | |
| | c. 51- 100 Devices | per project | \$ 740 | \$ 2,433 | | | | | |
| | d. 100 or more | per project | \$ 884 | \$ 3,954 | | | | | |
| | e. Sprinkler System Supervision & Alarm | per project | \$ 262 | \$ 1,065 | | | | | |
| | f. Communication upgrade | per project | \$ 262 | \$ 1,065 | | | | | |
| 9 | Fire Flow / Hydrant Test | each | \$ 524 | \$ 608 | \$ 558 | \$ 426 | \$ 185 | no comparison available | no comparison available |
| 10 | Fire Sprinkler System - Commercial (New Installation) | | | | | | | | |
| | a. 1-99 sprinklers | per project | \$ 524 | \$ 2,738 | \$972 + \$0.50 per head > 10 | 1 - 99 Sprinklers: \$1,918 Each Additional 50 Sprinklers: \$331 | 1-20 sprinklers: \$820.81 21-100 sprinklers: \$857.80 101-300 sprinklers: \$894.79 | <100 heads: \$718 >100 heads: \$834 | no comparison available |
| | b. 100-199 sprinklers | per project | \$ 655 | \$ 3,346 | | | | | |
| | c. 200 or more sprinklers | per project | \$ 1,310 | \$ 4,259 | | | | | |
| 11 | Fire Sprinkler System - Commercial (T.I.) | | | | | | | | |
| | a. 1-99 sprinklers | per project | \$ 262 | \$ 1,065 | W/o calculations: \$558 + \$0.50 per head >10 | 11 - 25 heads: \$777 | | <25 heads: \$384 | |

SACRAMENTO METROPOLITAN FIRE DISTRICT
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|--|---|-----------------|-------------|------------------------|---|---------------------------------|-------------------------|--|-------------------------|
| Fee No. | Fee Description | Fee Type / Unit | Current Fee | Full Cost Recovery Fee | Contra Costa County FPD | Colusa/CSD | Fresno | Orange County | Sacramento |
| C. DEVELOPMENT PLAN REVIEW AND INSPECTION | | | | | | | | | |
| | b. 100-199 sprinklers | per project | \$ 560 | \$ 1,445 | W/ calculations: \$698 + \$0.50 per head > 10 | each additional 25 heads: \$777 | \$ 652 | 26-99 heads: \$593 | no comparison available |
| | c. 200 or more sprinklers | per project | \$ 668 | \$ 1,825 | | | >100 heads: \$836 | | |
| 12 | Master Sprinkler Plan Production Homes | per plan | \$ 655 | \$ 760 | \$ 837 | \$ 858 | no comparison available | no comparison available | no comparison available |
| 13 | Sprinkler System Subdivision Production | per plan | \$ 524 | \$ 913 | \$ 837 | \$ 610 | no comparison available | no comparison available | no comparison available |
| 14 | Residential Sprinkler System (T.I.) | per plan | \$ - | \$ 1,065 | no comparison available | \$ 427 | \$ 547 | no comparison available | no comparison available |
| 15 | Residential Sprinkler System (Non-Production) | per project | \$ 655 | \$ 1,521 | \$ 558 | \$ 427 | no comparison available | no comparison available | no comparison available |
| 16 | Clean Agent Suppression System or Equal | per project | \$ 655 | \$ 1,369 | \$ 1,116 | \$ 1,830 | no comparison available | no comparison available | no comparison available |
| 17 | Hood & Duct Fire Suppression System | per system | \$ 524 | \$ 1,217 | \$ 558 | \$ 952 | no comparison available | \$ 475 | \$ 332 |
| 18 | Mapping Fee – (i.e. New subdivisions/site plans) Electronic Format | | | | | | | | |
| | 1. 0 - 25 lots | per project | \$ 285 | \$ 304 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| | 2. 26 - 100 lots | per project | \$ 524 | \$ 608 | | | | | |
| | 3. 101 or more lots | per project | \$ 524 | \$ 913 | | | | | |
| 19 | After Hours | | | | | | | | |
| | a. Plan Review | | | | | | | | |
| | 1. First 2 hours | first 2 hours | \$ 285 | \$ 667 | \$ 558 | \$ 502 | no comparison available | \$ 387 | \$ 218 |
| | 2. Each additional hour | per hour | \$ 524 | \$ 333 | \$ 279 | \$ 175 | no comparison available | no comparison available | no comparison available |
| | b. Inspection | | | | | | | | |
| | 1. First 2 hours | first 2 hours | \$ 285 | \$ 667 | \$ 558 | \$ 502 | no comparison available | \$ 387 | \$ 218 |
| | 2. Each additional hour | per hour | \$ 524 | \$ 333 | \$ 279 | \$ 175 | no comparison available | no comparison available | no comparison available |
| 20 | Site Plan Review | | | | | | | | |
| | a. Perimeter Fencing / Gates | per project | \$ 524 | \$ 1,065 | no comparison available | \$ 777 | No Charge | no comparison available | no comparison available |
| | b. Civil Improvement | per project | \$ 524 | \$ 1,217 | no comparison available | no comparison available | | no comparison available | no comparison available |
| 21 | Underground Fire Supply Line (1st 3 Hydrants/Risers) | per project | \$ 524 | \$ 1,673 | no comparison available | no comparison available | no comparison available | 1 Hydrant: \$575 Each additional: \$182 | no comparison available |
| | 1. Each additional 3 Hydrants | per hydrant | \$ 131 | \$ 760 | | | | | |
| 22 | Evacuation Plan Review | per project | \$ 524 | \$ 1,217 | no comparison available | No Charge | no comparison available | no comparison available | no comparison available |
| 23 | Smoke Control or Smoke Exhaust Systems | per project | \$ 524 | \$ 2,738 | \$ 1,955 | \$ 2,036 | no comparison available | \$ 1,452 | no comparison available |

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|--|--|-----------------|-------------|------------------------|-------------------------|--|-------------------------------|-------------------------|-------------------------|
| Fee No. | Fee Description | Fee Type / Unit | Current Fee | Full Cost Recovery Fee | Contra Costa County FPD | Cosumnes CSD | Fresno | Orange County | Sacramento |
| C. DEVELOPMENT PLAN REVIEW AND INSPECTION | | | | | | | | | |
| 24 | Spray Booths | per project | \$ 524 | \$ 913 | \$ 837 | No extinguishing system: \$865 W/ extinguishing system: \$1,567 | \$357.94 + \$10 Archiving Fee | \$ 781 | \$ 296 |
| 25 | Cell Tower (outside roof, pole, etc.) | per project | \$ 393 | \$ 760 | no comparison available | \$ 526 | no comparison available | no comparison available | no comparison available |
| 26 | LPG Gas Tank Installation - Commercial | per project | \$ 428 | \$ 760 | \$558 - \$837 | Under 1,000 gallons: \$679 Over 1,000 gallons: \$1,754 | no comparison available | no comparison available | \$ 296 |
| 27 | LPG Propane Tank Install - Residential | per project | \$ 393 | \$ 760 | | Under 1,000 gallons: \$679 Over 1,000 gallons: \$1,754 | no comparison available | no comparison available | \$ 296 |
| 28 | Stationary Fire Pump | per project | \$ 1,572 | \$ 1,521 | \$ 1,953 | \$ 1,742 | \$374.15 + \$10 Archiving Fee | \$ 1,144 | no comparison available |
| 29 | Hazardous Materials | | | | | | | | |
| | a. Hazardous Materials Dispense/Use | | | | | | | | |
| | 1. 1-5 chemicals | per project | NEW | \$ 1,521 | | | | | |
| | 2. Each additional 5 chemicals | per project | NEW | \$ 1,521 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| | b. Hazardous Materials Storage | | | | | | | | |
| | 1. 1-5 chemicals | per project | NEW | \$ 1,521 | | | | | |
| | 2. Each additional 5 chemicals | per project | NEW | \$ 1,521 | | | | | |
| 30 | Solar Panel | | | | | | | | |
| | New Panels on Residential | per project | \$ 524 | \$ 760 | no comparison available | \$ 531 | no comparison available | \$ 204 | no comparison available |
| | Commercial | per project | \$ 524 | \$ 913 | | | | \$ 483 | |
| 31 | Energy Storage Systems | | | | | | | | |
| | a. Residential | per project | NEW | \$ 913 | | | | | |
| | i. Residential ESS Master Plan - Subdivision Homes | per project | NEW | \$ 456 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| | ii. Residential ESS Subdivision - Production Homes | per project | NEW | \$ 304 | | | | | |
| | b. Commercial | per project | NEW | \$ 2,281 | | | | | |
| 32 | Temporary Building Use | per project | \$ 524 | \$ 913 | no comparison available | \$ 790 | no comparison available | no comparison available | no comparison available |
| 33 | Temporary Sales Trailer | per project | NEW | \$ 913 | no comparison available | \$ 513 | no comparison available | no comparison available | no comparison available |

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| Fee No. | Fee Description | Fee Type / Unit | Current Fee | Full Cost Recovery Fee | Contra Costa County FPD | Colusa/CSD | Fresno | Orange County | Sacramento |
| C. DEVELOPMENT PLAN REVIEW AND INSPECTION | | | | | | | | | |
| 34 | Satellite Television Letter | per project | \$ 262 | \$ 304 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 35 | Will Serve Letter Processing | per project | \$ 262 | \$ 304 | no comparison available | \$ 75 | \$ 185 | no comparison available | no comparison available |
| 36 | Cryogenic Fluids | per project | NEW | \$ 913 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 37 | Flammable and Combustible Liquids | per project | NEW | \$ 1,217 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 38 | Fuel Cell Power Systems | per project | NEW | \$ 2,281 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 39 | Gas Detection Systems | per project | NEW | \$ 913 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 40 | Industrial Oven | per project | NEW | \$ 913 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 41 | Motor Vehicle Repair Rooms and Booths | per project | NEW | \$ 913 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 42 | Plant Extraction | per project | NEW | \$ 1,369 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 43 | Special Event Structures | per project | NEW | \$ 913 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 44 | Haunted House | per project | NEW | \$ 913 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 45 | Enhanced Vapor Recovery System | per project | NEW | \$ 608 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 46 | Kiosk/Booth/Special Concessions in Mall (temporary) | per project | NEW | \$ 456 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 47 | Spraying and Dipping | per project | NEW | \$ 1,217 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 48 | Standpipe Systems | per project | NEW | \$ 1,521 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |

SACRAMENTO METROPOLITAN FIRE DISTRICT
 Community Risk Reduction Division - User Fee Study FY 23
 Comparison of Charges for Fee Related Activities and Services

APPENDIX B

| Sacramento Metropolitan Fire District | | | | Comparative Agencies | | | | |
|---------------------------------------|--|-------------|------------------------|--|---|-------------------------|-------------------------|-------------------------|
| Fee No. | Fee Description | Current Fee | Full Cost Recovery Fee | Contra Costa County FPD | Consumnes CSD | Fresno | Orange County | Sacramento |
| D. MISCELLANEOUS | | | | | | | | |
| 1 | Administration Charges (i.e. Weed Abatement)(per 1/2 hour) | \$ 147 | \$ 113 | no comparison available | \$ 104 | no comparison available | no comparison available | no comparison available |
| 2 | Additional Inspection/Reinspection (per 1/2 hour) | \$ 124 | \$ 152 | \$ 140 | \$ 104 | \$ 95 | \$ 101 | \$ 73 |
| 3 | Appeals | \$ 586 | \$ 1,217 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 4 | Copies of Reports, Photographs, etc. (see SMF - Public Records Act Policy) | | | \$ 0.20 | \$ 0.25 | \$ 5 | no comparison available | \$ 5 |
| 5 | District Apparatus Emergency Response/Stand-By | Actual Cost | Actual Cost | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 6 | Commercial False Alarm Cost Recovery (per response) | | | | | | | |
| | a. Processing and Inspection required (per response) | \$ 292 | \$ 456 | | | no comparison available | no comparison available | no comparison available |
| | b. Suppression Unit Response Cost (per hour) | \$ 330 | Actual Cost | > 3 false alarm reports in 180 days: \$406 | > 3 false alarm reports in 12 months: \$207 | no comparison available | no comparison available | no comparison available |
| | c. Inspection Follow up (after initial correction notice) (per 1/2 hour) | \$ 124 | \$ 152 | | | no comparison available | no comparison available | no comparison available |
| 7 | Investigation Fee Cost Recovery (first hour) | \$ 373 | \$ 349 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| | each additional hour | \$ 182 | \$ 233 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 8 | Investigation Fee (Construction Without a Permit) - (first hour) | \$ 373 | \$ 491 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| | each additional hour | \$ 182 | \$ 327 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 9 | Monitoring Required Evacuation Drills | Actual Cost | Actual Cost | no comparison available | No Charge | no comparison available | no comparison available | no comparison available |
| 10 | Negligently Caused Fire Emergency | \$ 373 | Actual Cost | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 11 | Research of District Records (per 1/2 hour) (plus copy charge of \$1.00 for the first page; plus \$.10 per page thereafter) | \$ 147 | \$ 152 | no comparison available | \$ 82 | no comparison available | no comparison available | no comparison available |
| 12 | Responses Patient Assistance Request from "For Profit" Care Facilities | \$ 330 | Actual Cost | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 13 | Standby Personnel or Safety Officer | Actual Cost | Actual Cost | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 14 | Technical Report/Alternative Material or Method Processing (2 hour minimum) | \$ 586 | \$ 608 | \$ 558 | \$ 1,017 | \$ 99 | \$ 404 | no comparison available |
| 15 | Lost Fire Permit Card | \$ 147 | \$ 304 | no comparison available | \$ 75 | no comparison available | no comparison available | \$ 26 |
| 16 | Special Inspection Requests (Not otherwise specified in fee schedule) | \$ 469 | \$ 608 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| 17 | Credit Card Processing Fee | NEW | Actual Cost | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |

SACRAMENTO METROPOLITAN FIRE DISTRICT
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| D. MISCELLANEOUS | | | | | | | | |
| 18 | Cost Recovery Based on Actual Time (per hour) | | | | | | | |
| | a. Fire Investigation | \$ 224 | \$ 233 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| | b. Weed Abatement | \$ 129 | \$ 226 | no comparison available | \$ 207 | no comparison available | no comparison available | no comparison available |
| | c. Code Complaint | NEW | \$ 327 | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |
| | d. Inspection & Permit Services | \$ 292 | \$ 304 | \$ 279 | \$ 207 | \$ 189 | \$ 202 | \$ 145 |
| | e. Suppression | \$ 330 | Actual Cost | no comparison available | no comparison available | no comparison available | no comparison available | no comparison available |



Sacramento Metropolitan Fire District

10545 Armstrong Avenue • Mather, California 95655 • Phone (916) 859-4300 • Fax (916)859-3720

DAN HAVERTY
Interim Fire Chief

DATE: July 13, 2023
TO: Board of Directors
SUBJECT: Disclosure of material expenditure – Excess General Liability Insurance – Homesite Insurance Company for \$263,321 and HDI Global Specialty Services for \$175,544

TOPIC

Disclosure of material expenditure to purchase Excess General Liability Insurance for the fiscal year ending June 30, 2024.

SUMMARY

The expenditure will be payable to both Homesite Insurance Company in the amount of \$263,321 and HDI Global Specialty Services in the amount of \$175,544.

DISCUSSION

USI Insurance Services provided the District's insurance brokerage services this year and managed the marketing of the District's Excess General Liability Insurance. This type of coverage provides the District additional insurance coverage in the event of a catastrophic loss in excess of our general liability insurance retention. Several carriers were contacted during marketing to provide a quote for the District's Excess General Liability Insurance including Berkley Public Entity, Arch Insurance, and Berkley Custom who all declined to quote.

Metro Fire's Board of Directors voted at the meeting on May 25th to switch our General Liability Insurance provider from Special District Risk Management Authority (SDRMA) to Fire Agencies Insurance Risk Authority (FAIRA). The aggregate or total insurance coverage, for all agencies under SDRMA was \$50 million whereas FAIRA is \$10 million. Because of this difference, USI Insurance Services made a recommendation that the District purchase an Excess Policy to mitigate its overall risk should it suffer a catastrophic event in the future.

The two companies which provided the District with quotes were Homesite Insurance Company and HDI Global Specialty Services. Each of these companies will provide the District with a self-insured retention of \$5 million. Homesite Insurance Company will be the District's primary provider and in the event that this insurance were exhausted, the secondary coverage with HDI Global Specialty Services would be utilized. Neither company was able to provide the full \$10 million recommendation as a standalone policy which is why both companies are being recommended to carry the District's Excess General Liability Insurance needs.

FISCAL IMPACT

The fiscal impact is \$438,865. Funds sufficient to meet this obligation are budgeted in the Preliminary Budget for 2023/2024.

RECOMMENDATION

Staff recommends that the Board of Directors authorize payment of \$263,321 to Homesite Insurance Company and \$175,544 to HDI Global Specialty Services for Excess General Liability Insurance.

Submitted by:



Ty Bailey
Deputy Chief, Administration

Approved by:



Dan Haverty
Interim Fire Chief