



Legislation Details (With Text)

File #: 17-992 **Version:** 1 **Name:**
Type: Public Hearings **Status:** Agenda Ready
File created: 8/3/2017 **In control:** City Council
On agenda: 8/16/2017 **Final action:**
Title: Public hearing for City Council consideration to adopt Resolution No. 2017-097 updating the Citywide Master Fee Recovery Schedule, to add and make findings for multi-family residential fire inspection fees and repealing resolution No. 2017-024 and appropriate \$76,540 for the related inspection program.

Sponsors:

Indexes:

Code sections:

Attachments: 1. RESOLUTION 2017-097 ADOPTING UPDATES TO FIRE PREVENTION INSPECTION FEES (08-16-17)

Date	Ver.	Action By	Action	Result
8/16/2017	1	City Council	adopted	Pass

**AGENDA REPORT
REQUEST FOR CITY COUNCIL ACTION**

DATE: 8/16/2017

TO: Honorable Mayor and City Council Members

FROM: Administrative Services Department / Fire Department

SUBJECT:

Public hearing for City Council consideration to adopt Resolution No. 2017-097 updating the Citywide Master Fee Recovery Schedule, to add and make findings for multi-family residential fire inspection fees and repealing resolution No. 2017-024 and appropriate \$76,540 for the related inspection program.

RECOMMENDED ACTION:

That the City Council:

1. Adopt Resolution No. 2017-097 updating the Citywide Master Fee Recovery Schedule, to add and make findings for multi-family residential fire inspection fees and repealing resolution No. 2017-024.
2. Appropriate \$76,540 from the unappropriated General Fund balance for the recurring part-time staff, related supplies, uniform, and vehicle expense, and the one-time purchase of

computer equipment and a lease vehicle for the Fire Prevention Division, and increase the estimated General Fund recurring revenue by the same amount, to be offset with the estimated annual fire inspection fees.

ANALYSIS:

In July 2015, the City’s consultant, Revenue Cost Specialists, completed a “Fee Study Update.” The fee study is the basis for recommended changes in the City’s Master Fee Schedule and references market-based and non-market-based fees. Market-based fees are for proprietary services and are assessed at a competitive market rate. Non-market based fees are for regulatory services and are calculated based on the actual cost of doing business, which includes time studies. The complete fee schedule is normally reviewed on a biennial basis. With the implementation of the new Citywide permitting system (Trak-It), City staff has postponed the fee review to allow for the testing and implementation of the system at the current fee structure.

Over the last couple of months, the Fire Department has reviewed the City’s Fire Inspection regulations combined with the current staffing levels, with the anticipated goal to meet the required California Fire Code and Health and Safety code section 13146 standards. This standard requires all residential (“R”) fire inspections to be completed annually. Currently, residential fire inspections are assigned to fire suppression crews on a three year rotation cycle. These inspections are typically not scheduled annually, with fees not being collected and with the primary focus on the exterior and common areas.

It is being proposed to conduct these inspections annually, per the Health and Safety Code, with re-assignment to the Fire Prevention Division. This will provide for greater expertise and completeness. Multi-family residential apartments, hotel/motels, and common areas in condominiums would be inspected.

The Fire Prevention staff has gathered research data and according to National Fire Protection Association (NFPA), residential occupancy fires account for nearly 80% of all fires between 2010 and 2014. Out of that 80%, 52% represent one-or-two family dwellings, not governed by the Fire Code, 22% represent apartments or multi-family dwelling units. Multi-family, hotels, and motels represent 90% of all civilian injuries and 97% of all civilian deaths. These occupancies share common walls. When fires occur they affect more than just the immediate tenant. Additionally, many may be in an unfamiliar place in the case of hotel/motel and these occupancies currently collect a fee from the tenant.

The Fire Prevention staff will also spend additional time with the property manager/owner on education. This recommendation is made with the intent to provide fire safety for all residents short-term, or long-term, to the City.

The fee will not change as approved, rather, it is being recommended to place hourly limits based on the residential units’ size. The goal is to provide customers with a flat fee rate.

Current Non-Market Based fee and will remain as is:

FR-070 FIRE PREVENTION DIVISION INSPECTIONS

Base fee (1 st hour of inspection, including on and off-site time)	\$	160.00
Plus each additional 15 minute increment	\$	35.00

Recommended changes will add the following definitions:

Multi-family Residential - Housing Units Fire Inspection Fees
Per Calendar Year

Units 3-4	\$ 300.00
Units 5-9	\$ 370.00
Units 10-49	\$ 510.00
Units 50-99	\$ 720.00
Units 100-199	\$ 1,000.00
Units 200-299	\$ 1,140.00
Units 300-399	\$ 1,280.00
Units 400-499	\$ 1,420.00
Units 500-599	\$ 1,700.00
Units 600+	\$ 2,120.00

Multi-family Residential - Common Area Inspection Fees
Per Calendar Year

Common Area	\$ 440.00
-------------	-----------

The revenue collected will be used to offset the program costs of performing these inspections annually. Budget will be requested for two (2) part-time Fire Inspectors, related supplies, uniform, and vehicle expense, and the one-time purchase of computer equipment and a lease vehicle for the Fire Prevention Division.

COMMITTEE ACTION:

The Finance, Legislation, and Economic Development Committee at its meeting on July 31, 2017, discussed the proposed fee updates. The Committee had no objections to the fee schedule changes.

STRATEGIC PLAN:

This item supports the City Strategic Plan goal to City of Corona's Strategic Plan is to Promote Public Safety: Protect our Residents and Businesses (a). Ensure adequate funding for police and fire services, (b). Ensure adequate funding for facilities and equipment needed to support timely delivery of police and fire services to our community and (c). Ensure adequate funding for investments and improvement in infrastructure that support public safety.

FISCAL IMPACT:

The fees proposed to be established are by the attached resolution. The fees would take effect 30 days after adoption, on October 15, 2017. The requested General Fund appropriation of \$76,540 will be used to fund the program and will be offset as referenced above.

Estimated recurring costs are as follows:

Two (2) part-time Fire Inspector I positions	\$54,900.00
Uniform / program supplies	1,840.00
Lease vehicle cost	5,800.00

Estimated onetime costs are as follows:

Computer equipment and vehicle lease	14,000.00
Total	<u>\$76,540.00</u>

The program's recurring cost and revenue estimates will be reviewed annually during the budget

preparation cycle and/or any scheduled fee study.

GENERAL FUND	
FY 2017-18 Budget Workshop - Estimated Revenue Over Expenditures	(\$2,172,529)
Previously approved budget adjustments (net) *	310,108
Revised Estimated Revenue Over Expenditures	(\$1,862,421)
Revenue - Estimated Annual Fire Inspection Fees	76,540
Appropriation - Fire Prevention Division	(76,540)
Estimated Amount from Budget Balancing Measures Reserve	(\$1,862,421)
Budget Balancing Measures Reserve - Estimated for 07/01/17	\$19,432,843
Estimated Use of Budget Balancing Measures Reserve FY 2017-18	(1,862,421)
Budget Balancing Measures Reserve - Estimated Balance 06/30/18	\$17,570,422
<i>*Approved through Council Action or other operational process.</i>	

ENVIRONMENTAL ANALYSIS:

This action is exempt pursuant to Section 15061(b)(3) of the Guidelines for the California Environmental Quality Act (CEQA), which states that a project is exempt from CEQA if the activity is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. This Resolution updates the fees for services provided by the City, and there is no possibility that this action will have a significant effect on the environment.

PREPARED BY: CINDI SCHMITZ, FIRE MARSHAL

REVIEWED BY: DAVID DUFFY, FIRE CHIEF

REVIEWED BY: MICHAEL E. ABEL, CHIEF OF POLICE AND ASSISTANT CITY MANAGER

SUBMITTED BY: KERRY D. EDEN, ASSISTANT CITY MANAGER/ADMINISTRATIVE SERVICES DIRECTOR