

West Plainfield Fire Protection District

24901 County Road 95, Davis, CA 95616

(530) 756-0212

BOARD OF COMMISSIONERS – REGULAR MEETING October 18, 2022 at 7:00 PM

To be Held 24905 County Road 95, Lillard Hall Davis, CA 95616

ZOOM INFORMATION EXPERIMENT WITH EXISTING HALL INTERNET

Join Zoom Meeting

https://us06web.zoom.us/j/98831083439

One tap mobile - +16699006833,,98831083439# Dial by your location - (669) 900-6833 US (San Jose) Meeting ID: 988 3108 3439

Yolo County Fire Districts

Timeline for Proposition 218 Ballot Measure 2022-2023

Dates	Task
August 2022	Draft online questionnaire to gather information and priorities from Fire Districts
August / September	Preliminary assessment engineering
September 1	Send out online questionnaire to Fire Districts
September 16	Review results of questionnaire and confirm prioritization of Fire Districts
Sept 19 – Oct 10 Individual Kick-off meetings with priority 1 Fire Districts	
October Gather information and draft Engineer's Reports	
November	Large property owner outreach
November	Outreach materials to Fire Districts
Nov – May	Informational outreach to the public
November	Draft Engineer's Reports to Fire Districts
December	Engineer's Report comment back from Fire Districts
January 2023	Draft Resolutions and ballot materials to District
February	Engineer's Reports and Ballot materials finalized
March	Data and ballot materials to mail house
March	Board Meeting Consider two resolutions:
	Preliminarily approving the budget, assessment rate, Engineer's Report, and calling for the mailing of ballots
	Adopting Proposition 218 assessment ballot proceedings
March	Ballots and public hearing notices printed
March	Ballots mailed (must be mailed at least 45 days before public hearing)
May	Board Meeting Public hearing and close of balloting period
May	Ballot tabulation
June	Board Meeting Accept tabulation results, consider resolution to levy assessments for 2023-24 (if measure passes)
Aug 2023	Assessment levies submitted to County Auditor for Fiscal Year 2023-24

WEST PLANFIELD FIRE PROTECTION DISTRICT

COST JUSTIFICATION ADOPTING FEES AND CHARGES FOR CERTAIN SERVICES

Report of Findings

West Plainfield Fire Protection District 24901 County Road 95 Davis, California 95616 October 18, 2022

INTRODUCTION:

The West Plainfield Fire Protection District ("District") has determined that this is the appropriate time to update certain fees and establish new ones for certain services provided by the District. This process requires that the District establish a process by which such services can be fulfilled and a reasonable fee schedule for which recoups the cost of the work to be done.

OVERVIEW:

Sprinkler Plan Fees

In 2008, the District adopted fees for sprinkler plan review, as follows:

Fire sprinkler permit (residential)	\$180.00
Fire sprinkler permit (commercial)	\$300.00

These fees were collected to review sprinkler plans, pre- and post-installation. The District no longer has personnel trained in pre-sprinkler installation plan review, which service is now provided by Yolo County personnel. The District will continue to provide post-installation sprinkler installation testing and inspection.

Business Life-Safety Inspection / Re-Inspection Fees

In the past, the District provided business inspections and re-inspections free of charge. As workloads and the costs of doing business have increased, the District has determined the need to recoup the cost of such inspections and/or re-inspections.

COST COMPARISONS:

Therefore, the following is a breakdown of fees that are common to the fire service and will help the district in determining appropriate cost recovery methods for its fire prevention services.

Sprinkler Plan Fees

- The City of Woodland charges \$784.00 for non-public water supply residential sprinkler plan checks and inspections; \$230.00 + \$.05 for commercial inspections per the first 10,000 sq feet + \$.02 per each additional.
- The City of Winters charges \$348.00 per riser for residential plans and fees start at \$811.00 per commercial installation The City of Woodland charges \$784.00 for non-public water supply residential sprinkler plan checks and inspections; \$230.00 + \$.05 for commercial inspections per the first 10,000 sq feet + \$.02 per each additional.

• The Sonoma Valley Fire District charges between \$449.00 and \$724.00 for residential; commercial starts at \$823.00 for the first 20 heads.

Business Life-Safety Inspection / Re-Inspection Fees

- The City of Woodland charges up to \$383.00 per inspection, depending on square footage and, for re-inspections, charge a minimum of one hour, then in quarter-hour increments thereafter.
- The City of Winters charges \$39.00 per inspection; then a minimum of \$154.00 (one-hour) per each re-inspection.

JUSTIFICATION:

Staff and Overhead Cost per Hour calculated as follows: \$26.25 per hour plus 30% for overhead for a total of \$34.00 per hour (rounded down from \$34.05 per hour).

The State of California rate of reimbursement for Type (the District's Engine 30) response is \$141.96 per hour. For the District's purposes a rate of \$141.00 per hour (rounded down from \$141.96) would be appropriate.

Sprinkler Plan Fees

- The West Plainfield Fire Protection District has two basic types of customers as it relates to fire sprinkler systems. The first is the residential-type system that on average should take no more than 3 hours to review and inspect, post installation. The second type is the large complex commercial installations such as at the airport, which on average will take approximately 5 to 7 hours to review and inspect, post installation.
- It is therefore recommended that the cost of review and inspection, post installation, continue to be broken into the two types, with total costs associated with each as follows:

 \circ Residential (all apparatus hours): staff and overhead = \$102.00 (3 x \$34)

apparatus = \$423.00 (3 x \$141) total = \$525.00 (\$102 + \$423)

Residential (one apparatus hour): staff and overhead = $$102.00 (3 \times $34)$

apparatus = \$141.00

total = \$243.00 (\$102 + \$141)

 \circ Commercial (all apparatus hours): staff and overhead = \$170.00 (5 x \$34)

apparatus = $$705.00 (5 \times $141)$ total = \$875.00 (\$170 + \$705) O Commercial (one apparatus hour): staff and overhead = $$170.00 (5 \times $34)$ apparatus = \$141.00

total = \$311.00 (\$170 + \$141)

Business Life-Safety Inspection / Re-Inspection Fees

- The West Plainfield Fire Protection District has historically NOT charged for business life-safety inspections and/or re-inspections, with the exception of Sacred Oaks for which it has a separate contract. On average, staff spend 1.00 hour per inspection. The District will send pre-inspection notices to assist the business in preparation for the inspection, including an opportunity to correct items prior to the inspection, thus reducing the changes of needing the District to re-inspect; it is estimated that preparation and sending such notices shall take 1.00 hour. The District does not plan to charge for the initial inspection, unless a re-inspection is required; at which time it will charge for the initial inspection and each reinspection.
- The costs associated with inspection and reinspection are as follows:

o Initial inspection: staff and overhead = $\$34.00 (1 \times \$34)$

apparatus = $$141 (1 \times $141)$ total = \$175.00 (\$34 + \$141)

o Re-inspection: staff and overhead = $\$34.00 (1 \times \$34)$

apparatus = $$141 (1 \times $141)$ total = \$175.00 (\$34 + \$141)

o Total due on each re-inspection: \$350.00

SUMMARY:

Based on the information listed above and more closely align with fees charged by neighboring districts, adoption by the District of the following fee schedule is justified:

Sprinkler Plan Fees (revised)

Fire sprinkler permit (residential)		\$243.00
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Business Life-Safety Inspection / Re-Inspection Fees

Per re-inspection \$200.00