

Board Action Request

SUBJECT: Tubac Fire District FY 20/21 Fee Schedule

DATE: April 29, 2020

FROM: Cheryl Horvath, Fire Chief

Background:

In March, 2019 staff presented to the fire board a short list of fees to be implemented in FY 19/20 for plan review services. As part of the budget preparation for the upcoming fiscal year, staff updated the fee schedule and is seeking board approval for the new fee schedule.

The Tubac Fire District FY 20/21 Fee Schedule includes additional fees for community education classes, facility fee rental, out of district emergency response, and plan review. Areas highlighted in yellow are the proposed fees for FY 20/21.

The fees for the community education classes cover District-sponsored Heartsaver CPR classes and all expenses associated with the class including instructional materials, instructor time, and student manuals. The facility rental fees are specific to District meeting room usage at the fire stations. The facility fee structure was developed after staff conducted research from other fire district policies and fees. The fee structure is broken down into three categories:

- Type 1 User – Government, Resident HOA
- Type 2 User – Non-profit organization
- Type 3 User – Private use by non-resident, commercial use approved by Fire Chief

The Out-of-District Emergency Response fees are based on rates established for the out-of-district wildland program and intended to address fire responses to nonresident (of any fire district) properties adjacent to District boundaries requiring a fire response or non-emergency assistance. The resources listed for out-of-district responses are generally dispatched for an out-of-district fire response or fire assistance request.

The expanded plan review fees are an extension of the original fee schedule proposed to the fire board in 2019.

Fiscal Impact:

None

Alternate Option:

Provide staff with additional direction

Legal Review: N/A

Staff Recommendation:

Approve the fee schedule as presented

Proposed Motion:

Move to approve the Tubac Fire District FY 20/21 Fee Schedule as proposed by staff.

See Attachments:

- Tubac Fire District FY 20/21 Fee Schedule