



Fire Department Permit Fee Increase

City Council Meeting
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Fire Department Fee Increase

- ❖ The Santa Rosa Fire Department administers several programs, including operational permits, Certified Unified Program Agency (CUPA) and fire construction permits.
- ❖ The cost to administer these programs has increased over the past two decades.

Micrographics and Technology Fees

- ❖ Micrographic and Technology fees are assigned to each permit to cover the cost to run the program, including the maintenance and operational costs of permit processing, storage and evolving technological demands.
- ❖ These fees were originally added in July of 2006. There has not been an increase to this 2.5% fee since its inception.

Micrographics and Technology Fee Proposed Increase

- ❖ In an effort to modernize and maintain current technological and administrative demands, the Department is proposing a 1.5% increase to each of these fees.

Current Fee - Micrographics	Proposed Fee Increase	New Proposed Micrographics Fee
2.5%	1.5%	4%

Current Fee – Technology	Proposed Fee Increase	New Proposed Technology Fee
2.5%	1.5%	4%

CUPA Fee Increase

- ❖ CUPA fees have increased annually by the CPI. However, this increase has not covered the true cost to administer the program and has not been increased since 2005.
- ❖ During the state mandated self audit of the CUPA, it was determined that existing fees were not covering the cost of the program.
- ❖ A 5% fee increase to the current CUPA operational permit fees will cover the cost of administering the CUPA program and will have minimal impact to the business community.

RECOMMENDATION

❖ It is recommended by the Fire Department that the council, by resolution:

1) Approve a 1.5% increase in micrographics and technology fees to total 4% each respectively, and;

2) Approve a 5% increase in CUPA operational permit fees.

QUESTIONS?