



City of Bellevue

Fire Prevention Inspection Fee Program

Fire Chief Jerome Hagen | Fire
Fire Marshal Travis Ripley | Fire

May 16, 2022

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Information Only

AGENDA



Fee Ordinance Background



Cost Recovery Goal Analysis



Inspections Completed & Fees Remitted



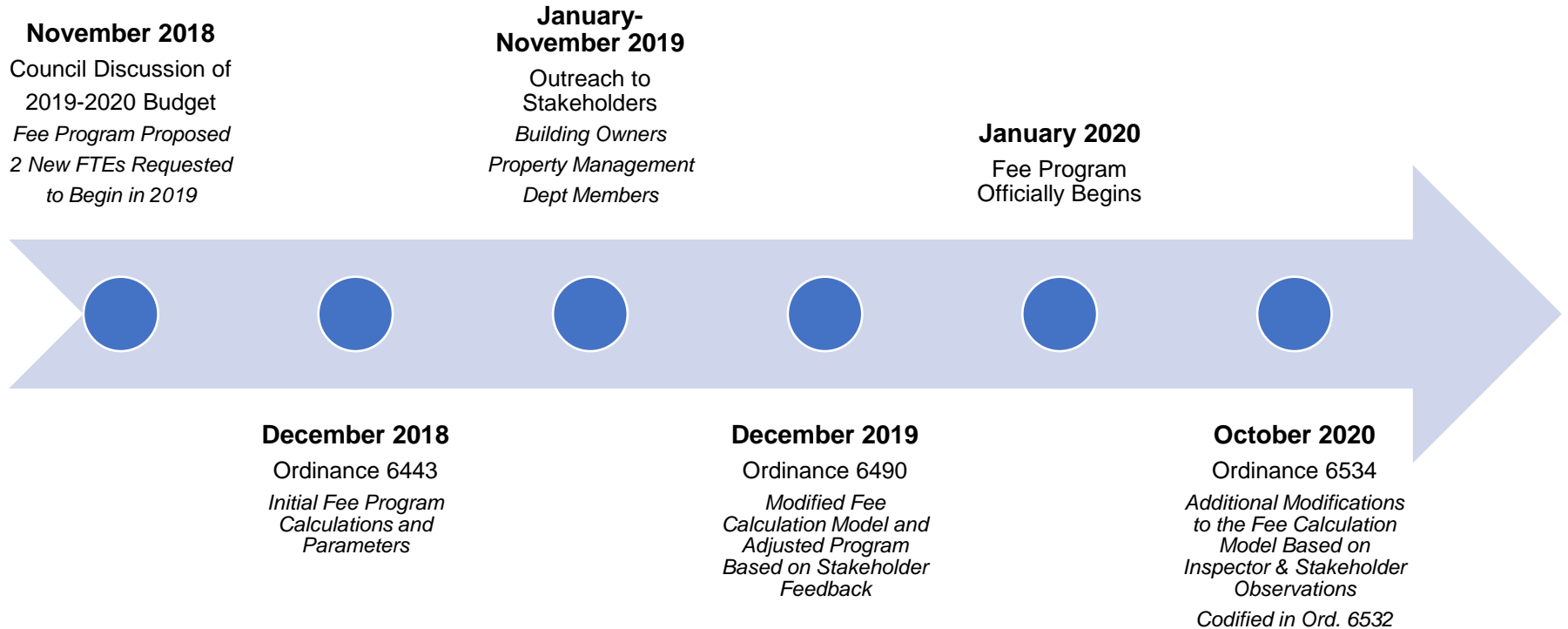
Successes & Ongoing Improvements



Summary

Fee Ordinance Background

Goal: **Majority** Cost Recovery by Fire Prevention Division



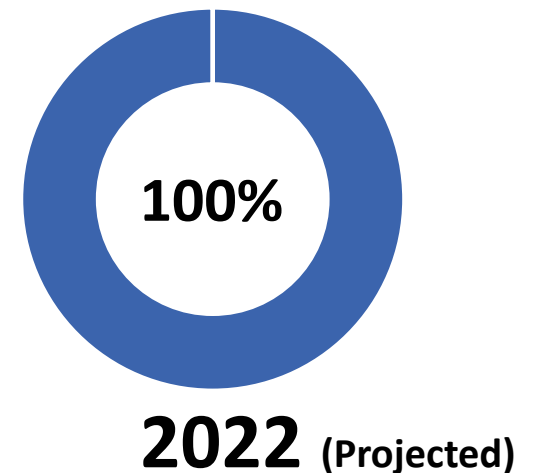
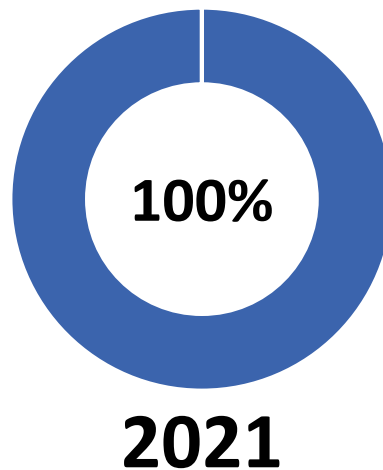
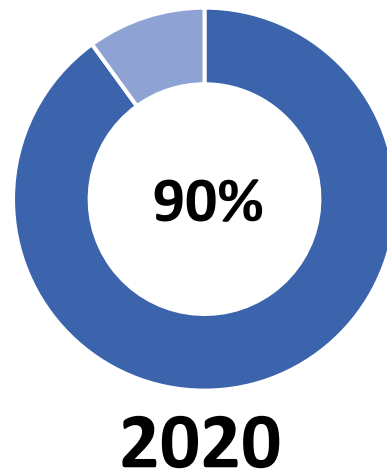
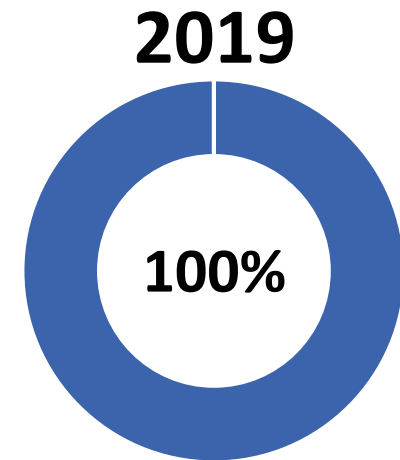
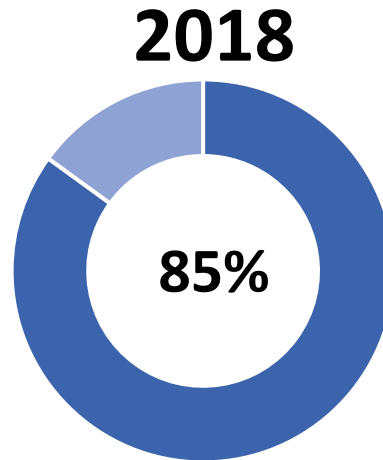
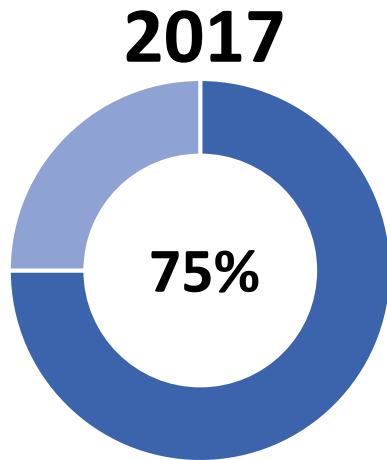
Cost Recovery Goal Analysis

The forecasted cost recovery need for Fire Prevention was calculated based on the time spent on maintenance inspection activity by:

Division Members	% Cost Recovered by Fee Program
Administrative Assistant	50%
Program Analyst	75%
7 Fire Prevention Officers	75%

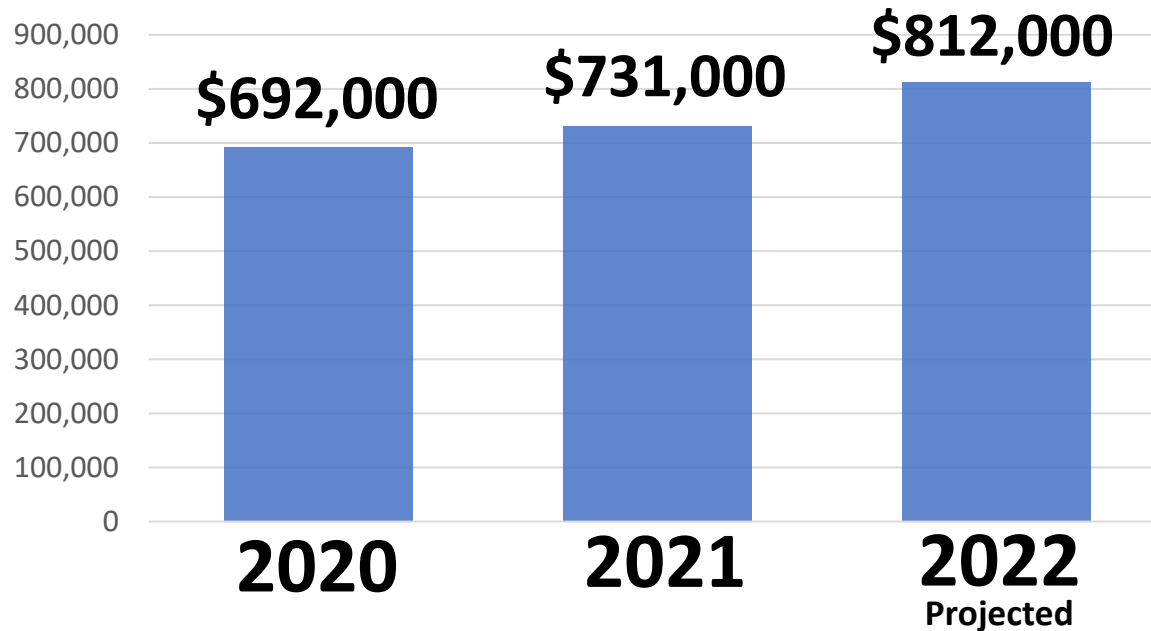
= \$891,000

Inspections Completed Analysis



Inspection Fees Remitted Analysis

Total revenues are in line with expectations



Considerations

- As development continues, revenues will increase
- Revenue will fluctuate in line with bi-annual inspection model

Program Successes

- Moved to Paperless Inspection Software
- Worked closely with customers through COVID related business closures and pressures
- Collaboration with FAM to ensure invoices are generated and fee collection is consistent and timely
- Transition to Paperless Billing in 2021

Ongoing Improvement Efforts

- Collecting Improved Building Information and billing contact data
- Department staff are educating building and business owners, reducing questions about the program
- Continuing to educate building owners and managers on fire and life safety
- Monitoring nexus between fees collected and time spent on inspections

Summary

- ☒ Staffing is currently in line with short-term growth
- ☒ On track with established goals and expectations
- ☒ Committed to continuous improvement

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