



ITEM SUMMARY

MEETING DATE: June 02, 2025

FROM: Tyler Wallwork, Assistant Fire Marshal, Fire Rescue

SUBJECT: Resolution 2025-04 Fire Prevention fee schedule for City of Greenacres

BACKGROUND

The Fire Prevention Division conducts numerous annual fire inspections and plan reviews to ensure compliance with fire safety regulations and standards. In addition to these core services, the division provides various ancillary services to support fire safety within the community. This fee schedule outlines the associated costs for these services. The fee schedule was last updated in 2023 to reflect current service demands and operational costs.

ANALYSIS

Fire Rescue and the Department of Neighborhood Services have collaborated to streamline the collection of payments for fire inspections and improve oversight of Business Tax Receipts (BTRs) within the city. The proposed changes to the fee schedule are a key part of this effort. By aligning inspection fees with the specific types of BTRs and shifting to a percentage-based fee structure, the city can create a more efficient, transparent, and equitable billing system. This approach will not only simplify the collection process but also ensure that fees are proportionate to the scope and scale of each business operation, promoting fairness while supporting compliance and enforcement efforts.

FINANCIAL INFORMATION

The new process of collecting fire inspection fees during the Business Tax Receipt (BTR) renewal cycle is expected to yield notable financial and operational efficiencies. By integrating fee collection with the existing BTR system, the need for staff to generate, process, and mail individual invoices for each inspection will be significantly reduced—resulting in substantial savings in personnel hours. Additionally, the city will benefit from a marked reduction in postage and mailing costs associated with invoice distribution. This streamlined approach is also projected to improve the overall collection rate for fire inspection fees, ensuring more consistent and timely revenue while decreasing the administrative burden on city departments.

LEGAL

City Attorney has reviewed the item and all supporting documents for legal sufficiency and compliance.

STAFF RECOMMENDATION

Staff is recommending approval of Resolution 2025-04