



City of Willow Park Fire Marshal's Office

120 El Chico, Suite A
Willow Park, TX 76087
817-441-7108x221
willowpark.org

Quarterly report Q1 '24-25

The Fire Marshal's Office has been conducting annual fire inspections for commercial occupancies, Acceptance inspections for new occupancies, plan review, attending development meetings for all future developments, Fire Investigations, public education, and code enforcement.

Since October 2024 the department has conducted:

- 67 fire inspections.
- 2 certificate of occupancy inspections;
- 5 fire alarm inspections;
- 5 fire suppression final inspections;
- 1 hydrostatic inspections;
- 27 Plan Reviews
- 16 Code enforcement cases.



Projects For Q1 '24-25

The Fire Marshal's office completed several projects this quarter to include:

- Selected Code Enforcement Software. The on-boarding process has been completed and the program is live
- A service that tracks and reports 3rd party inspections for NFPA and life safety systems has been selected. The on-boarding process has been completed and we have started receiving reports and registrations from contractors.



Training

Employees of the Fire Marshal's office hold multiple certifications in multiple disciplines including EMS, Fire, and Law enforcement. The state requires continuing education hours for each of those certifications. Each employee of the Fire Marshal's office completes around 100 hours of continuing education hours every year to stay current with their certifications. Over the last quarter employees have attended conferences, seminars, webinars, and other classes to stay current with required certifications.



Objectives for the department in the upcoming quarter:

- Continue prioritizing development with quick turnaround times on plan reviews and inspections. Remain on track for annual inspections.
- Participate in public education of fire prevention.
- The current inspection and reporting software was sold to a new company who has announced they will no longer be supporting the inspection software. The department is seeking out new inspection software to track and conduct annual business inspections.