



EL CERRITO-KENSINGTON FIRE DEPARTMENT

10900 San Pablo Avenue • El Cerrito • CA • 94530

(510) 215-4450 • FAX (510) 232-4917

www.el-cerrito.org



DATE: February 1, 2022

TO: Bill Hansell: General Manager

FROM: Michael Pigoni: Fire Chief

RE: **Fire Chief's Report for the February 2022 Fire District Board Meeting**

January Incident Run Reports

There were 33 incidents that occurred during the month of January in the community of Kensington. This is a decrease of 11 calls over the previous month. Engine 165 responded to a total of 56 calls in December which is a decrease of 8 calls over the previous month. Overall, the El Cerrito / Kensington Fire Department responded to 322 calls for service during the month of January.

Retirement

By now the Board already knows that I am hanging up my helmet, rolling up my hose, putting down my axe, turning off my radio, unpinning my badge, and retiring from the El Cerrito – Kensington Fire Department after a great 27-year career. However, my time in the fire service goes much further. Being from a small rural area you were able to volunteer at the age of 16 although because my father who was also a volunteer, I started much younger. So officially I have been a firefighter for over 47 years. In fact, Kensington is to credit for making this a paid career for me as I was hired when Kensington contracted with El Cerrito for services.

While my official date is April 30th, depending on the time for the City to find my replacement, I may be here a little longer to ensure a smooth transition. I know that all will be well with the management team back to full strength and the talents for wildfire prevention and vegetation management that Battalion Chief Beckman brings to the Department. Additionally, as soon as the remaining vacant BC position is filled, Battalion Chief Jose Castrejon will move to the training position and will be instrumental in getting the CERT training back on the tracks, so long as COVID allows. I will always be available, too, if there is ever a question that someone thinks I may know the answer to, all anyone must do is call me.

As for my replacement, the City is working with a recruiting agency to handle the process. It will be open to both inside and outside personnel. I will be doing my part working with the City Manager and the recruiter to help find the perfect fit. I have enjoyed my time here working with the Board both as a Battalion Chief and the last three years as the Fire Chief and while I will not be here for the remodeling of the station, I will be back to see the finished product. There is still a lot of work to accomplish, and I plan to stay at it till my last day.

Battalion Chief Job Offer

The Fire Department has made a conditional job offer to fill our second Battalion Chief vacancy to Joseph Torres, currently a Fire Captain/Paramedic with the Pinole Fire Department. Joe lives in Vacaville with his wife and four children and has been with Pinole since 2013. Prior to that, he worked for the Lake County Fire Protection District. Once he has completed his background, medical and psych evaluations, Joe will be assigned to C shift and will also handle support services or the Department. Joe brings great work ethics, experience as an acting Battalion Chief in the West County and great knowledge of the area as he lived in El Cerrito when he was young.

Plan Check Costs

As discussed in previous meetings, construction projects are on the increase in the community. These include new homes, remodels, ADU's projects, additions and a three-story residential over commercial building in the Circle. While the Fire District has always picked up the costs of the plan checks and inspections, I suggested that the Board consider adopting a fee schedule which is required to recover costs incurred for plan reviews, sprinkler checks and inspections. Included this month in my report is a suggest fee schedule based on the County's fees for likely projects in the community.

COVID-19 Mandates

As reported last month, Since December 28, 2021, the County had rescinded the earlier health order that loosened mask restrictions indoors due to the surge in positive cases. While there has been a steady decrease new cases and the total death in this County continues to decrease, these mandates have not been changed. The County is still requiring all previously vaccinated public safety personnel to obtain a booster shot and the Fire Department is working on that compliance. Those individuals that have not had their booster as well as the unvaccinated are still being tested every week prior to their shift until such time they can provide proof of vaccination. County records show that since the start of the pandemic, 253 residents in the community have tested positive which about 100 more than last month however there are still no deaths in the community reported.

Register with the Contra Costa County Community Warning System

It cannot be stressed enough the importance to take a moment to register cell phones with the Contra Costa County Community Warning System (CWS). CWS will alert you when life-threatening incidents, like wildfire or power shutdowns, occur. www.cwsalerts.com



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DATE: February 2, 2022

TO: Bill Hansell: General Manager

FROM: Michael Pigoni: Fire Chief

RE: **Adoption of Fee Schedule**

In December I discussed with the Board that due to changes in zoning ordinances at the State level, we had been experiencing an increase in building projects, especially for ADU's and JADU's in the Kensington District. The Agreement for Services with the City of El Cerrito does not address adoption of fees in the District's area of jurisdiction and thus the Fire Department is not able to invoice to recover costs for plan checks, sprinkler system reviews, fire alarms and the site inspections required for these projects.

As a matter of past practice, the District has always opted to pay for the outside costs for any construction projects. However, in the past, this amounted to one or two projects per year, but we are now seeing this many a month, including two large projects at 369 and 401 Colusa. I suggest that the Board adopt a fee schedule to cover new construction costs based on the County fee schedule that is used for all unincorporated areas.

The attached fee schedule is comprised of County's master list but has been shortened up to reflect only those types of projects that would likely be initiated in Kensington. As an example, fees for high rise apartment buildings or sub-divisions are not included as these are extremely unlikely to be proposed in the District.

While all counties, cities and districts normally charge fees for these services, the Board can choose to waive any incurred costs on any project. I would recommend that the Board review this ordinance and fee schedule and adopt it. The ordinance may need to be modified to match the Fire District's format but otherwise should be complete. Please contact me if you have questions.

Respectfully,

Michael Pigoni
Fire Chief
El Cerrito – Kensington Fire Department
(510) 812-4503



KENSINGTON FIRE PROTECTION DISTRICT

ORDINANCE NO. 2022-XXX

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE KENSINGTON FIRE PROTECTION DISTRICT ADOPTING A FEE SCHEDULE FOR PLAN CHECKING, NEW CONSTRUCTION INSPECTIONS, GENERAL FIRE AND LIFE SAFETY INSPECTIONS AND OTHER MISCELLANEOUS SERVICES PROVIDED

WHEREAS, pursuant to the California Health and Safety Code, Section 13916, authorizes the Board of Directors of the Kensington Fire Protection District (District) to charge a fee to cover the costs of any service which the District provides, or for the cost of enforcing any regulation for which a fee is charged;

WHEREAS, the following schedule reflects the fees adopted by Contra Costa County for all cities, agencies and unincorporated areas served by the Contra Costa County Fire Protection District, and

WHEREAS, the District contracts with the City of El Cerrito (City) to provide fire protection services within the District’s boundaries per the terms and conditions of their agreement; and

WHEREAS, the City provides services to the District for fire prevention and planning at no cost outside of the agreement, and

WHEREAS, the District does not currently have an adopted fee schedule for services provided within the District; and

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE DISTRICT HEREBY RESOLVES AS FOLLOWS:

1. The District adopts the fee schedule as set forth below in Exhibit A and directs that the fees shall be uniformly applied and collected.
2. The District shall collect fees based on the type of plan submitted for review.
3. The District and/or the Fire Chief may waive applicable fees or a cost when they or their designated representative determines it is in the best interest of the District.
4. The District may, from time to time, revise this fee schedule as a result in changes in expenses to the District. Such revisions shall be adopted in the form of amendments to this ordinance, after public comment at a regularly scheduled meeting of the Board in accordance with Health and Safety Cde Section 13916.

Date: _____

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTESTED:

APPROVED:



Exhibit A

**Kensington Fire Protection District
Engineering/Plan Review Fee Schedule**

Review Number	Preliminary Plan Review	Fee
1.1	In office design review/preliminary plan consultation meetings Per half hour	\$158.00
1.2	Out of Office Design and/or consultation meetings \$316.00 per hour, two (2) hour minimum	\$632.00
Land Development		
2.3	Single Family Home Review – access and water supply Review for access and water supply Fee includes 1/2 hour plan review	\$158.00
2.3b	Each inspection per hour	\$316.00
16.1	Re-submittals or revisions	\$316.00
17.1	Additional plan review time, per half hour	\$158.00
2.4	Multi-Family Home Review – access and water supply Review for access and hydrant placement Fee includes two (2) hours plan review and 1 inspection	\$948.00
2.4b	Each inspection per hour	\$316.00
16.1	Re-submittals or revisions	\$316.00
17.1	Additional plan review time, per half hour	\$158.00
2.5	Commercial Facility Review – access and water supply Review for access and hydrant placement Fee includes one (1) hour plan review and 1 inspection	\$632.00
2.5b	Each inspection per hour	\$316.00
16.1	Re-submittals or revisions	\$316.00
17.1	Additional plan review time, per half hour	\$158.00
4.1	New Construction or Building Additions Plan Review Minimum plan review base fee	\$948.00
4.1a	Plus \$.07 per square foot in excess of 2000 sq. ft.	\$.07/ sf.
4.1b	Fee includes two (2) hours plan review and one (1) field inspection Additional inspections, per hour	\$316.00
16.1	Re-submittals or revisions	\$316.00
17.1	Additional plan review time, per half hour	\$158.00
4.2	Tenant Improvement Plan Review (for building additions see 4.1) Minimum plan review base fee	\$632.00
4.2a	Plus \$.07 per square foot in excess of 2000 sq. ft.	\$.07/ sf.
4.2b	Fee includes one (1) hour plan review and one (1) field inspection Additional inspections, per hour	\$316.00
16.1	Re-submittals or revisions	\$316.00
17.1	Additional plan review time, per half hour	\$158.00
Fire Protection Systems		
5.1	Tenant Improvement Fire Sprinklers (without calculations) Minimum plan review base fee	\$632.00
5.1a	Plus \$.50 per head in excess of 10 heads	\$.50/ head
5.1b	Fee includes one (1) hour plan review and one (1) field inspection Each additional inspection (e.g., weld-o-let, hydro, visual, etc.), per hour	\$316.00
16.1	Re-submittals or revisions	\$316.00
17.1	Additional plan review time, per half hour	\$158.00
5.2	Tenant Improvement Fire Sprinklers (with calculations) Minimum plan review base fee	\$790.00
5.2a	Plus \$.50 per head in excess of 10 heads	\$.50/ head
5.2b	Fee includes 1.5 hours plan review and one (1) field inspection Each additional inspection (e.g., weld-o-let, hydro, visual, etc.), per hour	\$316.00
16.1	Re-submittals or revisions	\$316.00
17.1	Additional plan review time, per half hour	\$158.00
5.3	New Commercial Fire Sprinkler System (13 and 13 R systems) Minimum plan review base fee	\$1,264.00
5.3a	Plus \$.50 per head in excess of 10 heads	\$.50/ head

5.3b 16.1 17.1	<p>Fee includes two (2) hours plan review and one (1) field inspection Each additional inspection (e.g., weld-o-let, hydro, visual, etc.), per hour</p> <p style="text-align: right;">Re-submittals or revisions</p> <p style="text-align: right;">Additional plan review time, per half hour</p>	<p>\$316.00</p> <p>\$316.00</p> <p>\$158.00</p>
5.4 5.4b 16.1 17.1	<p>Residential Fire Sprinkler System (single family home)</p> <p>Minimum plan review base fee</p> <p>Fee includes one (1) hour plan review, one (1) overhead hydro and one (1) final inspection</p> <p style="text-align: right;">Each additional inspection, per hour</p> <p style="text-align: right;">Re-submittals or revisions</p> <p style="text-align: right;">Additional plan review time, per half hour</p>	<p>\$632.00</p> <p>\$316.00</p> <p>\$316.00</p> <p>\$158.00</p>
5.6 5.6b 16.1 17.1	<p>Standpipe System</p> <p>Minimum plan review base fee</p> <p>Fee includes two (2) hours plan review and one (1) final inspection</p> <p style="text-align: right;">Each additional inspection (e.g., hydro, flush. Flow test, etc.), per hour</p> <p style="text-align: right;">Re-submittals or revisions</p> <p style="text-align: right;">Additional plan review time, per half hour</p>	<p>\$948.00</p> <p>\$316.00</p> <p>\$316.00</p> <p>\$158.00</p>
5.11 5.11b 16.1 17.1	<p>Fire Pump Installation</p> <p>Minimum plan review base fee</p> <p>Fee includes two (2) hours plan review and five (5) hours field inspection *(Does not include review of generator or separate fuel storage tank)</p> <p style="text-align: right;">Each additional inspection (e.g., hydro, flush. Flow test, etc.), per hour</p> <p style="text-align: right;">Re-submittals or revisions</p> <p style="text-align: right;">Additional plan review time, per half hour</p>	<p>\$2,212.00</p> <p>\$316.00</p> <p>\$316.00</p> <p>\$158.00</p>
5.12 5.12a 5.12b 16.1 17.1	<p>Commercial Cooking (Hood and Duct) Fire Suppression System</p> <p>Minimum plan review base fee</p> <p>Each additional; system review</p> <p>Fee includes one (1) hour plan review and one (1) hour inspection time</p> <p style="text-align: right;">Each additional inspection., per hour</p> <p style="text-align: right;">Re-submittals or revisions</p> <p style="text-align: right;">Additional plan review time, per half hour</p>	<p>\$632.00</p> <p>\$316.00</p> <p>\$316.00</p> <p>\$316.00</p> <p>\$158.00</p>
Fire Alarm Systems		
6.1 6.1a 6.1b 16.1 17.1 6.1e	<p>Fire Alarm System</p> <p>Minimum plan review base fee</p> <p>Plus \$10.00 per initiating and notification device</p> <p>Fee includes two (2) hours plan review and one (1) hour field inspection time</p> <p style="text-align: right;">Each additional inspection., per hour</p> <p style="text-align: right;">Re-submittals or revisions</p> <p style="text-align: right;">Additional plan review time, per half hour</p> <p style="text-align: right;">Pre-wire inspections, per hour</p>	<p>\$790.00</p> <p>\$10.00/ea.</p> <p>\$316.00</p> <p>\$316.00</p> <p>\$158.00</p> <p>\$316.00</p>
6.2 6.2a 6.2b 16.1 17.1	<p>Dedicated Function Fire Alarm System (i.e. sprinkler monitoring, elevator recall, etc.)</p> <p>Minimum plan review base fee</p> <p>Plus \$10.00 per initiating and notification device in excess of 4 devices</p> <p>Fee includes one (1) hour plan review and one (1) hour field inspection time</p> <p style="text-align: right;">Each additional inspection., per hour</p> <p style="text-align: right;">Re-submittals or revisions</p> <p style="text-align: right;">Additional plan review time, per half hour</p>	<p>\$632.00</p> <p>\$10.00/ea.</p> <p>\$316.00</p> <p>\$316.00</p> <p>\$158.00</p>
6.3 6.3a 6.3b 16.1 17.1	<p>Fire Alarm Panel Replacement Only</p> <p>Minimum plan review base fee</p> <p>Plus \$10.00 per initiating and notification device if altered</p> <p>Fee includes one (1) hour plan review and one (1) hour field inspection time</p> <p style="text-align: right;">Each additional inspection., per hour</p> <p style="text-align: right;">Re-submittals or revisions</p> <p style="text-align: right;">Additional plan review time, per half hour</p>	<p>\$632.00</p> <p>\$10.00/ea.</p> <p>\$316.00</p> <p>\$316.00</p> <p>\$158.00</p>
13.1 13.1a 13.1b	<p>Miscellaneous Submittals or Plan Reviews Plans or submittals not described elsewhere</p> <p>Minimum plan review base fee</p> <p>Fee includes one (1) hour plan review and one (1) hour field inspection time</p> <p style="text-align: right;">Additional plan review time will be charges on hourly basis</p> <p style="text-align: right;">Each additional inspection., per hour</p>	<p>\$632.00</p> <p>\$316.00</p> <p>\$316.00</p>

16.1	Re-submittals or revisions	\$316.00
17.1	Additional plan review time, per half hour	\$158.00
	Alternative Means and Methods Requests or Code Interpretation Review	
13.2	Minimum plan review base fee	\$632.00
17.1	Fee includes two (2) hours plan review / consultation time Additional plan review time, per half hour	\$316.00

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