



Excelsior Fire District

Proudly serving the Communities of:
Deephaven-Excelsior-Greenwood-Shorewood-Tonka Bay

24100 Smithtown Road
Shorewood, MN. 55331

Date: Tuesday, September 25, 2007
Revised: Tuesday, June 3, 2010
Revised: Wednesday, January 25, 2012

To: Businesses in the Excelsior Fire District

From: Scott Gerber, Fire Chief

Re: Inspections Program – Cost Recovery Update

1 st	2 nd	3 rd	4 th
Follow-up Inspection Date			

The Excelsior Fire District is committed to protecting and enhancing the quality of life of those who work, live and play within our community. We accomplish this through active efforts in fire suppression, emergency medical services, fire prevention, community awareness, hazardous materials mitigation, and disaster response. We strive to operate in ways that will benefit the overall community. *Specifically with our inspection program, we strive to educate and work with business owners and operators to resolve fire and life safety violations.* All of our Excelsior Fire District activities and operations, including our inspections program, create expenditures for the Excelsior Fire District.

In September, 2007 the Excelsior Fire District Board passed our Cost Recovery policy. On January 25, 2012 the Excelsior Fire District Board passed an update to the Cost Recovery policy and procedure. I initiated discussion and action on this policy and procedure in an effort to provide the most cost effective operations to the Excelsior Fire District. Specifically in the inspections area, we are attempting to recover costs for unplanned and lengthy inspections.

So what does this mean to your business?

Inspections that are done at your business or occupancy that require one or less follow-up visit will not change in how we operate today - there will be no fee for this service. **Inspections that require greater than one follow-up visit to complete will be charged a fee as noted below.**

Key areas of the cost recovery policy as it relates to the inspections program are as follows:

1) Inspection program

- a. Inspections No fee for annual inspections
- b. Special Inspections No fee for the 1st follow-up Inspection
\$100.00
- i. Inspections that are not scheduled or require additional time and effort to complete.

c. Re-inspections – these fees are cumulative

\$200.00 – 2nd Follow-up Inspection
\$300.00 - 3rd Inspection
\$400.00 - 4th Inspection
\$500.00 - 5th Inspection

If you need an extension or to reschedule any of the inspections listed above you must contact Fire Inspector, Kellie Murphy-Ringate at kmurphyringate@excelsiorfire.org or 952-960-1692 by 8:00 am the morning the follow-up inspection is scheduled. Any requests left on voice mail must be confirmed by the Inspector. If the Fire Inspector is not contacted per the parameters listed above and an additional follow-up inspection is required, the fees will be applied.

This policy/procedure is in effect today. Please contact me at 952-960-1650 with any questions or concerns.