

M e m o r a n d u m

To: Honorable Jerome E. Horton, Chairman
Honorable Michelle Steel, Vice Chair
Honorable Betty T. Yee, First District
Senator George Runner, Second District
Honorable John Chiang, State Controller

Date : February 26, 2013

From: David J. Gau, Deputy Director 
Property and Special Taxes Department

Subject: Fire Prevention Fee Program Update
Other Administrative Matters – Item P4.1

During the March Board meeting, I will provide an update on current Fire Prevention Fee (FPF) program statistics and workloads for Fiscal Year 2011/12, and the planning efforts for the upcoming Fiscal Year 2012/13 billing cycle.

Based on lessons learned from the first billing cycle, we have developed processing improvements that we anticipate will promote more electronic payments, timelier processing of paper check payments, easier identification of returned mail, and additional outreach information to fee payers.

At this time, I would like to request this item be placed on the Board's March 2013 Other Administrative Matters Calendar.

DJG:lg

cc: Mr. Mike Gipson
Mr. Joel Angeles
Mr. Alan LoFaso
Mr. Sean Wallentine
Ms. Marcy Jo Mandel
Ms. Joann Richmond
Ms. Lynn Bartolo
Ms. Debbie Kalfsbeek

Approved: 
Cynthia Bridges, Executive Director