

December 10, 2011

TO : **William T. Lichter, Village Manger**

FROM : **George E. Seagraves, Fire Chief**

RE : **AMENDMENT TO FEE ORDINANCE**

Please place before the Board of Trustees for their September 6, 2007, an amendment to the fees for Public Education and Training Classes.

Recent changes by the American Heart Association have significantly increased the cost of supplies and labor to teach the classes. To offset these costs I recommend the following:

- a) Village residents and employees of Village businesses would pay for consumable (not reusable) supplies. The cost of the instructor would be at one half the actual costs based upon seven (7) students in the class.
- b) Non-Village residents would pay the entire cost, based upon seven (7) students in the class.
- c) All students enrolled in an instructor class would pay the entire cost of the class based upon a four (4) student class.
- d) The fire department shall maintain a class fee schedule and a minimum and maximum student level for each class.
- e) Fees shall be rounded to nearest dollar.

Because of the carious types of classes and the ever changing costs of supplies the department will maintain a fee schedule based upon the ordinance. Attached is the fee schedule for the classes now available using the new ordinance for fee calculations.

A fee schedule based upon current costs is attached.