

ORANGE COUNTY FIRE AUTHORITY
Schedule of Public Record Request Fees and Charges

SERVICES **AMOUNT**

DUPLICATION FEES

Duplication General:

Copy Rate.....	\$0.10 per page
CD/DVD Disks.....	\$4.00 per disk
Microfilm Copies	\$0.15 per page
Photographs.....	actual cost

Fair Political Practices Commission (FPPC) Filings (Fees per California Government Code § 81008):

Filings/Statements	\$ 0.10 per page or current FPPC rate
Retrieval Fee	Not to exceed \$5.00 for copies/reports 5+ years old or current FPPC rate

Report s/Maps:

After Action Reports	actual cost/posted reports available on-line at no charge
Annual Financial Report	actual cost/current fiscal year available on-line at no charge
Budget	actual cost/current fiscal year available on-line at no charge
Property Related Records (Community Right to Know Reports).....	\$2.50 per address
Fire Incident/Fire Investigation/Paramedic Reports	\$7.50 per address/incident
Reports prepared by Consultants	actual cost
Geographic Information System (GIS)/Battalion/Division Maps.....	actual cost@

Specialized Reports/Maps:

Creation of special computer-generated reports/Maps	Actual cost per hour based on OCFA Cost Reimbursement Rates, minimum one hour@ \$52.00 per hour
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Requiring research of records, analysis, compilation	Actual cost per hour for the first hour, thereafter billed in ¼ hour increments + \$0.10 per page@
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911 Audio Recording\$25 per incident

Subscriptions(Via US Mail):

Minutes.....	\$35.00 per year/per body
Agendas.....	\$35.00 per year/per body
Agenda Packet	\$25.00 per packet plus postage, if applicable

Note: All agenda items are available on-line at no charge

MISCELLANEOUS SERVICES FEES

Certification \$2.00 per document
Delivery Service.....actual cost
Email Server Searchactual cost@ \$69.00 per hour/ 2 hour minimum
Fax Transmissions **\$0.10 per page**/paid prior to transmission in-lieu of duplication fee
Notary Fees (per CA Government Code § 8211 and 8223).....\$10.00 per signature or current rate
Postagecurrent US Postage Rates
Record Retrieval – Offsite Storage..... \$20 per box (actual cost)

SUBPOENA FEES (per California Government Code §68096.1 & 68097.2)

Subpoena for Records \$15.00 deposit applied toward actual costs or current State rate
Subpoena for Witness . \$275.00 deposit applied toward actual witness expenses or current State rate

WAIVER OF FEES

The above fees may be waived at the discretion of the Section Manager concerned when it is clear that the general public and/or OCFA will benefit by providing the service at no cost.

- (a) Examples of the types of service for which the above fees may be waived are as follows:
 - (1) Requests from City Officials, Board Members, etc. for business purposes
 - (2) Requests from individuals or firms directly concerned with pending actions of the Board of Directors or Executive Committee, which require their attendance at a Public Hearing or when legal notice is required.
 - (3) Requests from other Public agencies, including law enforcement agencies and the District Attorney, in cases of cooperative exchange of information.
- (b) Decisions on questionable items shall be made by the Fire Chief or designee.

LATE FEES

A 10% late fee may be assessed on past due accounts if payment is not received by the original due date. Late fee assessments applicable to this policy include, but are not limited to

- Ambulance
- Fire Prevention
- Special Activities
- And any other OCFA miscellaneous billings