



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

SERVICES	AMOUNT
<i>DUPLICATION FEES</i>	
<i>Duplication General:</i>	
Copy Rate	\$0.10 per page
CD/DVD Disks/Thumbdrive	\$4.00 per disk
Microfilm Copies	\$0.15 per page
Photographs	actual cost
FPPC Filings/Statements*	\$ 0.10 per page or current FPPC rate
FPPC Retrieval Fee*	Not to exceed \$5.00 for reports 5+ years old or current FPPC rate
<i>*Fair Political Practices Commission (FPPC) Filings (Fees per California Government Code § 81008):</i>	
<i>Report s/Maps:</i>	
After Action Reports	actual cost
Annual Financial Report	actual cost
Budget	actual cost
Property Related Records (aka: 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
<i>Specialized Reports/Maps:</i>	
Creation of special computer-generated reports/Maps	Actual cost per hour based on OCFA Cost Reimbursement Rates, minimum one hour@ \$52.00 per hour
Requiring research of records, analysis, compilation	Actual cost per hour for the first hour, thereafter billed in ¼ hour increments
911 Audio Recording	\$25 per incident
<i>Subscriptions</i>	
Minutes	\$35.00 per year/per body
Agendas	\$35.00 per year/per body
Agenda Packet	\$25.00 per packet + postage

SERVICES	AMOUNT
MISCELLANEOUS SERVICES FEES	
Certification	. \$2.00 per document
Delivery Service	actual cost
Email Server Search	actual cost@ \$69.00 per hour 2 hour minimum
Fax Transmissions	\$0.10 per page
Notary Fees (CA Gov. Code § 8211 & 8223)	\$15.00 per signature or current rate
Postage	current 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
<i>Subpoena for Witness:</i>	\$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	