

LEBANON RURAL FIRE PROTECTION DISTRICT – APPENDIX A



FEE SCHEDULE



JANUARY 2025

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Administration, Records, Reports

Requests for disclosure of documents shall be in writing on a District form and shall state the name, email address, and mailing address of the requestor. The District shall acknowledge the request within five (5) business days of receiving the request. The Fire Chief or designee shall be responsible for reviewing requested materials prior to disclosure and will determine if the records are statutorily exempt from disclosure. Public records requests received from an opposing party or its legal counsel during pending litigation will be referred to District legal counsel.

Inspection of public records is permitted but does not include the right to enter restricted areas of the District's offices. Original records will not be removed from District property. A staff member shall be present at all times while public records are being inspected. The requestor may be charged for staff time.

The District will not impose a fee for public records requests for incident reports from District residents or patients if the work entails less than 15 minutes of staff time and the documents pertain to or involve the requestor. All requests require confirmation of requestor's identification and must comply with the Federal and Oregon HIPAA laws.

If locating a document will require more than 15 minutes to complete, or will require extensive research or labor, the District will provide the requestor an estimate of when the materials will be available, and the costs associated with the request. The District will not manipulate data or create new documents to respond to a request.

Fees for service shall be limited to estimated cost recovery of direct and/or indirect costs. Fee for services may be based on an estimate, or an average time required to provide the information, plus any cost-based fees or material handling fees. The District will collect a 75% deposit of estimated fees prior to preparing the information. The District will collect any remaining amount due, prior to releasing the information. Over-collected amounts will be refunded.

Administrative Services

Administrative fees may be applied to each invoice where applicable. Applicable fees will be itemized on invoices.

Information Requests, including Public Information Requests, incident requests, et.al.	First 15 minutes - \$25.00 minimum Additional 15-minute increments – \$25.00
Digital Copy (USB)	Cost-based fees
Photocopy – per page	First Page – \$5.00 Additional Pages – \$0.50 each

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Video or Audio Recording	Cost-based fees
Attorney Fee	Cost-based fees
Credit Card Processing Fee	3.5% of total charges
Postage	Cost-based fees
Notary Fee	\$10.00
Late Fee	1.5% per month; 18% annually; \$5 minimum
Non-Sufficient Funds (NSF)	\$30.00 per returned item
Requests exceeding 15 minutes	\$25.00 per 15-minute increment, per staff member
Archiving retrieval/restoring fees for off-site storage	Cost-based fees
Contracted employee costs of hiring temporary staff	Cost-based fees
Other actual costs necessary to prepare request(s)	Cost-based fees

Ambulance and Medical

Ambulance Transport Services

General tax dollars do not fund emergency medical services. The District may charge the following fees for ambulance transport or EMT services to recover expenses. When the District transports a patient to a hospital, care facility, or helicopter landing zone using a District ambulance, it may invoice the patient and/or the patient’s insurance.

Advanced Life Support	\$2,200
Basic Life Support	\$2,200
Bariatric Service	\$2,600
Specialty Care Transport	\$3,000
Aid Call Rate	\$600

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Sit-up Transport Rate (second patient who is sitting up for transport)	\$1,100
Mileage Charge - Transport from point of pickup	per patient loaded mile \$30
Extrication Charge	\$575
Engine Response Fee	\$575 plus consumables
Infectious Disease Precautions	\$200 per hour
Infectious Disease Decontamination	\$200 per hour
Public event standby - One medic unit staffed with two personnel - Additional Emergency Medical Technician (EMT)	\$250 per hour \$125 per hour per EMT
Lebanon FireMed Membership	\$70 per year \$120 for 2 years

Wait Time

The District provides ambulance service transporting a patient from one treatment facility to another facility when a patient requires services the originating facility cannot provide. The ambulance and attendant’s time spent waiting for a patient’s procedure to be completed prior to returning the patient to the originating treatment facility may incur a fee.

Wait Time	First 30 minutes - \$0 31 minutes or more – \$200 per hour
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Wall Time

The District provides ambulance service transporting a patient to an emergency department. The ambulance and attendants’ time spent waiting for the hospital to receive the patient may generate a fee. The fee will be billed to the receiving hospital.

Wall Time after first 30 minutes	First 30 minutes - \$0 31 minutes or more – \$200 per hour
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Non-Emergency Facility Response

Fees may be imposed for certain non-emergency requests for assistance from assisted living, residential care, or nursing facilities. If District staff or resources are requested by a commercial assisted living, residential care, or nursing facility to provide assistance to the facility’s staff for non-emergent situations (such as physically moving a non-injured resident), the District may impose fees. In determining whether to impose such fees the Fire Chief shall, in his or her sole discretion, consider whether the response was: 1) a result of a non-emergent situation; or 2) caused by or related to a lack of adequate staffing

or lack of adequate facility resources necessary to meet the residents’ non-emergent needs, or 3) requested by a facility who has repeatedly requested non-emergency assistance. Cancelled enroute requests are considered billable events.

Non-Emergency Facility Response

\$100 per hour, per responder
2-responder minimum

Incident Cost Recovery and Specialty Emergency Services

Electric Vehicle Response

Oregon State Fire Marshal rates
after one hour plus cost-based fees

Hazardous Materials (Hazmat) Response

In accordance with ORS 453.382, the District may charge cost-based fees for responses to situations involving hazardous materials. Fees may be imposed regardless of a State Hazardous Materials Team response.

Hazardous Materials Response

Cost-based fees

Unprotected or Inadequately Protected Area Response

In accordance with ORS 478.310(1), the District may charge fees for responses to unprotected or inadequately protected areas. Fees will be billed on a per hour basis for personnel and equipment responding to areas outside of District boundaries. Dispatch time records will be used to determine the commitment of apparatus and personnel.

Unprotected or Inadequately Protected Area Response

Oregon State Fire Marshal rates
plus cost-based fees

Technical Rescue

The District may charge fees for responses requiring technical or specialty rescue equipment or training. The Fire Chief shall determine if such fees shall be charged, but in no event shall the District charge persons who pay taxes directly to the District.

Technical Rescue Response

Oregon State Fire Marshal rates
plus cost-based fees

Transportation Route Response

In accordance with ORS 478.310(2), a cost-based fee may be imposed for responses on certain transportation routes, as further provided in this section. “Transportation route” means any roadway, railway right-of-way, or waterway, against which no taxes or assessments for fire protection are levied by the District. In no event shall the District charge persons who pay taxes directly to the District for this service. Fees may be imposed for responses to incidents, responses, or occurrences on such Transportation Routes, including aircraft crashes.

Transportation Route response invoices will use dispatch time records to determine the commitment of apparatus and personnel. Miscellaneous supplies and services may also be invoiced and will be based upon scene documentation of the officer in charge.

Transportation Route Response	Oregon State Fire Marshal rates plus cost-based fees
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Utility Assistance

The Fire District responds to service calls involving utilities such as electric or cable wires down, natural gas leaks, water main leaks, etc. Documented fees may be imposed for these responses.

Utility Assistance Response	Cost-based fee
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Non-Emergency Services

Public Event Standby - One engine unit staffed with two personnel	Oregon State Fire Marshal rates
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Acquired Structure Live Fire Event

If the District can accommodate a request for an acquired structure live fire event, the District may demolish an existing building by fire. The event may be utilized as a training event. Each event will be evaluated on an individual basis for feasibility and an estimate will be provided. The District will charge the property owner for any applicable fees necessary to conduct the acquired structure live fire event.

Acquired Structure Live Fire Event	Cost-based fees
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Facility Rental and Training Classes

A fee may be imposed for District training facility rentals or training classes at the discretion of the Fire Chief or his or her designee. Requests for facility rental or training classes will be evaluated for costs related to the request. A signed contract for service will be required.

Training Room Rental	Cost-based fees
Training Ground and/or Props	\$500 plus consumables, increased by 10%
Training Officer/Safety Officer	Oregon State Fire Marshal rates

Fire and Life Safety

False Fire Alarm

A fee may be imposed for responses to repetitive false (nuisance) responses to fire alarms as provided in this section. No cost recovery fee shall be imposed for the first false fire alarm response to any residential or commercial occupancy during a 365-day rolling year. Cancelled enroute false alarms are billable events subject to this fee.

False Fire Alarm Fee(s)	First 3 false alarms within 60-days - \$0 4 th - \$100 5 th \$150 6 or more – the rate increases by \$50 increments
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Open Burning Violation

The District may impose a fee for open burning violation responses. Open burning violations are defined as violation(s) of any locally adopted fire code, violation(s) of any applicable Oregon Revised Statute, or DEQ regulation(s). Fees may be imposed for repeated violations, egregious or purposeful violations, or for any open burning violation during high and extreme fire danger.

Open Burning Violation	Oregon State Fire Marshal rates
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Prevention Services

Plan Review Fees

A fee may be imposed for each development and/or building permit plan review conducted. Fee(s) will be based upon the actual cost of conducting reviews in conformance with applicable codes or performing any related work.

Fire Plan Review	\$125 per hour (1 hour minimum)
Special Event Permit	\$125 per hour (1 hour minimum)
All Other Fire Code Permits	\$125 per hour (1 hour minimum)

Fire Code Permit Fees

The District may charge a fee to recover the cost to process permit applications authorized under the Fire Code. The District may impose an additional fee for each hour spent reviewing permit applications.

Firework Sales Permit Application	\$115
Firework Display Permit Application	\$115

Fire Code Inspection and Enforcement

The District may charge fees for fire code inspections and enforcement. The District will charge the following fees for fire code inspections and/or enforcement. Fees assessed may include any District-incurred costs to obtain necessary inspection warrants, including attorney costs.

If District fire code enforcement personnel are denied entrance for inspection purposes, an inspection warrant may be required to proceed. Cost-based fees, including personnel costs needed to obtain an inspection warrant, in addition to personnel costs to perform subsequent fire inspections necessary to complete the inspection process, may be invoiced.

Initial Inspection and first follow-up	\$0
3 or more Inspections	3 rd - \$125 4 th - \$175 5 or more – increases by \$50 increments
Deficiency Notice(s)	1 st notice after 90 days - \$0 2 nd - \$125 3 or more – increases by \$50 increments