

Tualatin Valley Fire & Rescue



Master Fee Schedule

Effective July 1, 2023



Tualatin Valley Fire & Rescue is a multi-service district committed to creating safer communities through education, prevention, preparedness and emergency response. Emergency services include fire suppression, emergency medical services, water rescue, and heavy and high-angle rescue.

This Master Fee Schedule consolidates all District fees adopted by the Board of Directors through an ordinance for the various services the District provides. The schedule is updated annually and is available online at www.tvfr.com.

Effective date: July 1, 2023

Ordinance 2023-01 adopting the Master Fee Schedule (Adopted: May 23, 2023).

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ADMINISTRATION

PUBLIC RECORDS REQUESTS

The District recognizes that records created, prepared, owned, used, and maintained by the District are the property of the public and shall fully comply with Oregon Public Records Law. Oregon Revised Statute 192.324 describes public access to copies or inspection of public records and authorizes a public body to establish fees to reimburse for the actual cost in making public records available.

Public records may be requested by visiting: <https://www.tvfr.com/133/Public-Records>

Fee Estimates. Public records requests will be acknowledged by a District representative within 5 days of the request. A written fee estimate in accordance with the District's established fee schedule will be provided. Estimates over \$25 must be authorized by the requester prior to the District proceeding with records request fulfillment.

If actual costs exceed the estimated amount, the District may seek payment for the partial installment of records produced and/or written authorization for the additional charges before continuing with the request. If costs are less than the estimated amount, the requester will only be charged for the actual costs incurred by the District.

Fee Variance and Waiver. The District may authorize a fee reduction or waiver when providing records would be of benefit to the general public, or when the requester is a citizen seeking records for emergency incident in which they were affected.

Fee Schedule. The District will only apply fees for the actual costs incurred by the District to compile, summarize, and tailor responses to requests.

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|--|----------------|
| 1. Level 1 Request | Free-of-charge |
| Requested records are immediately accessible and will be provided electronically, the request requires less than 30 minutes of staff time or resources to make the records available. | |
| 2. Level 2 Request | \$15.00 / hour |
| The request is generally complex and involves managerial support, retrieval of archived hard-copy records, and/or more than 30 minutes to compile, summarize, or tailor the response. Fees are pro-rated to the half hour. | |
| 3. Level 3 Request | \$30.00 / hour |
| The request requires chief, deputy/assistant chief, or attorney review. [Note: The District may charge for attorney time spent reviewing records for redaction and exemptions but will not charge for attorney time to determine the applicability of public records law for a requested set of records.] Fees are pro-rated to the half hour. | |

ADMINISTRATION, CONTINUED

4. Additional Fees

a. Black and white copies (11 x 17 or smaller)	\$0.25 / side
b. Color copies (11 x 17 or smaller)	\$0.50 / side
c. Non-standard copies (enlargements, etc.)	Actual cost
d. Flash Drive	\$10.00 each
e. Video or Audio Recording	\$5.00 each
f. Postage and Mailing Supplies	Actual cost

SUBPOENA AND WITNESS FEES

The District may seek compensation of the cost to produce records and/or witnesses for legal proceedings when it is determined that doing so is in the public interest. All fees will be applied in accordance with the Oregon Rules of Civil Procedure and Oregon Revised Statute 44.415.

MISCELLANEOUS

1. Annual Documents (Fees for printed versions available for pick-up; full version available online)		
a. Annual Budget Document	\$ 50.00	Available online
b. Annual Audit Report (ACFR)	\$ 25.00	Available online
c. Popular Annual Financial Report (PAFR)	No charge	Available online
2. Other		
a. Non-Sufficient Funds (NSF)	\$ 25.00	

FIRE AND LIFE SAFETY

DELINQUENT REINSPECTION FEES

Effective October 1, 2019, a cost-based fee shall be imposed when more than two fire code reinspection's are necessary to ensure that fire code violations have been adequately abated.

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|--------------------------------|------------------------|
| 1. Delinquent Reinspection Fee | \$260 per reinspection |
|--------------------------------|------------------------|

Invoices. The District shall address the invoices for fees to the tenant or registered property owner or agent of a building where the violation exists. The Fire Chief, or designee, shall be responsible for determining the responsible party for each invoice.

Collection Procedures. Fees will be invoiced within 60 days after the conclusion of the reinspection. Payment is due within 60 days from date of receipt. If payment is not made within 60 days, the invoice shall be considered delinquent and the District may proceed with collections. The District may also pursue recovery of attorney's fees and costs as permitted by statute.

Appeals. To file an appeal of a fee assessed under this section of the Fee Schedule, the appellant must provide a written statement to the Fire Chief within 15 days of receipt of the fee invoice. The appeal must clearly state why the fee should not be applied to the appellant. The Fire Chief or designee will issue a written decision within 30 days.

Waiver. The Fire Chief may, partially or fully waive fees assessed in compliance with this section of the Fee Schedule, at their sole discretion.

FIRE & LIFE SAFETY PERMIT FEES

Effective October 1, 2019, a cost-based fee shall be imposed for issuance of a fire code permit for the following items requiring fire district approval. Such fees are due at time of application and are inclusive of plan review and inspection as applicable.

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|---|-----------|
| 1. Cannabis Extraction Facility Approval | \$ 400.00 |
| 2. Exterior Flammable or Combustible Tank >1,000 gallons | \$240.00 |
| 3. Exterior LPG Tank Installation >2,000 gallons | \$240.00 |
| 4. Exterior Toxic, Pyrophoric or Corrosive Gas Installation | \$80/Hour |

Waiver. The Fire Chief may partially or fully waive fees assessed in compliance with this section of the Fee Schedule, at their sole discretion.

FIRE AND LIFE SAFETY, CONTINUED

FIREWORKS

State law requires that the fire district approve all permits for the retail sales of fireworks within TVF&R boundaries. For more information visit <https://www.tvfr.com/129/Fire-Marshals-Office>.

1. Application fee

Fireworks retail sales application fee	\$ 50.00
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MOBILE EMERGENCY RESPONDER RADIO COVERAGE (MERRC)

The MERRC Fund is an alternative to Oregon Fire Code Section 510 requirements for fixed in-building emergency radio coverage systems in newly constructed buildings that lack minimum emergency responder radio signal strength.

The following fee schedule provides funding to purchase, install and maintain fleet-wide mobile radio coverage improvements. The total square footage of the building area is used to determine the total fee. For more information visit <https://www.tvfr.com/129/Fire-Marshals-Office>

1. MERRC fee

a. 0 to 50,000 sq. ft.	\$ 0.50 per sq. ft.
b. Additional sq. ft. from 50,001 to 100,000	\$ 0.30 per sq. ft.
c. Additional sq. ft. exceeding 100,000	\$ 0.10 per sq. ft.

MEDICAL

AMBULANCE SERVICES

Following are the Ambulance Rates for Yamhill County Ambulance Service Area #1:

1. Advanced Life Support

A0426	ALS	Non-Emergency Transport – Level 1	\$ 2,212.31
A0427	ALS	Emergency Transport – Level 1	\$ 2,212.31
A0433	ALS	Emergency Transport – Level 2	\$ 2,212.31

2. Basic Life Support

A0428	BLS	Non-Emergency Transport	\$ 2,212.31
A0429	BLS	Emergency Transport	\$ 2,212.31

3. Interfacility and Specialty Care

A0426,0427,0433	ALS	Hospital to Hospital Facility Transfer	\$ 2,765.38
A0428,0429	BLS	Hospital to Hospital Facility Transfer	\$ 2,765.38
A0434	ALS	Specialty Care Transport	\$ 2,765.38
A0426,0427,0433	ALS	Bariatric Transport	\$ 2,765.38
A0428,0429	BLS	Bariatric Transport	\$ 2,765.38

4. Mileage

A0425	ALS	Ground Mileage	\$ 29.02
A0425	BLS	Ground Mileage (Emergency)	\$ 29.02
A0425	BLS	Ground Mileage (Non-Emergency)	\$ 29.02
A0425	BLS	Ground Mileage (Inter-Facility)	\$ 29.02

5. Other Services

A0420	---	Waiting Time per ½ hour	\$ 129.97
---	---	Extra Tech	\$ 454.90
---	---	Sit-Up	\$ 435.54
---	---	Aid Call	\$ 622.21

The District offers membership programs within the Yamhill County Ambulance Service Area #1 (see FireMed on page 8) to assist with out-of-pocket costs for ambulance transport. Financial assistance is also available for hardship situations that are addressed on a case-by-case basis.

MEDICAL, CONTINUED

FIREMED (ONLY AVAILABLE FOR RESIDENTS IN THE YAMHILL COUNTY AMBULANCE SERVICE AREA #1)

The District currently serves the Yamhill County Ambulance Service Area #1 with the FireMed program, an ambulance membership program. FireMed Plus is an expanded program that includes Life Flight services. For more information please call 503-259-1125.

1. Program Cost

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|-----------------|-----------------------------|
| a. FireMed | \$ 65.00 / year per family |
| b. FireMed Plus | \$ 140.00 / year per family |

INCIDENT COST RECOVERY

A cost-based fee may be imposed for response to incidents as identified in this section.

EXTRATERRITORIAL (UNPROTECTED LANDS) RESPONSE

In accordance with ORS 478.310(1), a cost-based fee may be imposed when help is asked of the fire district to respond outside of the fire district in unprotected or inadequately protected territories where existing mutual aid agreements do not cover the type of response requested. This may apply to any type of emergency response requested including fire, EMS, rescue or other.

Responses outside of the fire district boundaries that are not required in existing mutual aid agreements, similar intergovernmental agreements, or contract agreements, are discretionary. The adoption of this fee schedule is not a contract to provide any service outside of district boundaries.

UNCONTROLLED FIRE OR PUBLIC SAFETY INCIDENT ON UNPROTECTED LANDS

In accordance with ORS 476.280 and ORS 476.290, a cost-based fee may be imposed to respond to an uncontrolled fire burning on unprotected lands situated outside of the district which may cause undue jeopardy to life or property within the Fire District. Through adoption of this fee schedule, in accordance with ORS 476.280(1), the Board of Directors authorizes the Fire Chief or the Fire Chief's designee to determine if an uncontrolled fire on unprotected land is causing or may cause undue jeopardy to life or property to District residents or property without additional authorization. The fees under this scenario are imposed on the owner(s) of the property or properties involved in the fire or public safety incident as directed under ORS 476.290.

AIRPLANE, FREEWAY, WATERWAY OR RAILROAD INCIDENT RESPONSE

In accordance with ORS 478.310(2), a cost-based fee may be imposed for responses to incidents involving an airplane or incidents on a freeway, roadway, waterway or railroad right of way against which no taxes or assessments for fire protection are levied by the district. Fees under this scenario will not be imposed on district residents involved in airplane, freeway, waterway or railroad incidents.

SUPPRESSION OF UNLAWFUL FIRE

In accordance with ORS 478.965, a cost-based fee may be imposed when firefighting resources are required to respond and be used actively or on a standby basis in connection with the extinguishment or control of a fire that has been started or allowed to spread in willful violation of TVF&R outdoor burning rules, including high-fire danger burn bans. The person(s) determined by the District to be responsible therefore shall be liable for cost of apparatus or personnel necessary for controlling, extinguishing, or patrolling the fire.

WILLFUL, MALICIOUS OR NEGLIGENT FIRES ON ODF PROTECTED LANDS

In accordance with ORS 477.068 and ORS 477.085, a cost-based fee may be imposed when firefighting resources are required to respond to a fire on Oregon Department of Forestry (ODF) protected land where the owner or operator was found by ODF to be willful, malicious or negligent in the origin or subsequent spread of the fire. Cost recovery in this scenario shall be requested through ODF.

INCIDENT COST RECOVERY, CONTINUED

HAZARDOUS MATERIAL INCIDENTS

In accordance with ORS 453.382, a cost-recovery fee may be imposed when the TVF&R Regional Hazardous Materials Team is dispatched to an incident involving a hazardous material or hazardous substance. TVF&R or the State Fire Marshal may recover costs from the person responsible for causing the incident for the cost of the response. The fee may also include cost of billing and collecting response costs, including but not limited to costs of administration, investigation, and legal services. The billing shall be on forms established by the State Fire Marshal for such purposes.

INCIDENT COST RECOVERY PROCEDURES

Incident Cost Recovery Methodology: Fees are calculated based on the actual cost of providing the service or as allowed by statute. The district may use the Oregon Fire Service Mobilization Plan published by the Oregon State Fire Marshal to determine costs. Costs may include but are not limited to incident management teams, administrative and logistical support, and contracted expenses such as aircraft and earth moving equipment.

Responsible Party. The District shall be responsible for determining the responsible party for each invoice in accordance with this Fee Schedule, District policy and state law as applicable.

Collection Procedures. Fees will be invoiced within 60 days of the end of the incident or soon thereafter. Payment is due within 60 days from date of receipt. If payment is not made within 60 days, the invoice shall be considered delinquent, and the District may proceed with collections or other actions as allowed under state law. The District may also pursue recovery of attorney's fees and costs as permitted by statute.

Appeals. To file an appeal of a fee assessed under this section of the Fee Schedule, the appellant must provide a written statement to the Fire Chief within 15 days of receipt of the fee invoice. The appeal must clearly state why the fee should not be applied to the appellant. The Fire Chief or designee will issue a written decision within 30 days.

Waiver. The Fire Chief may partially or fully waive fees assessed in compliance with this section of the Fee Schedule, at the Fire Chief's sole discretion.

OTHER

COMMUNITY ROOM USE

The District has several community rooms available to rent for personal or business needs. To find which rooms can be reserved visit <http://www.tvfr.com/facilities>.

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|---|----------------------------|
| 1. Room rental | |
| a. Private groups or businesses ⁽¹⁾ | \$ 100.00 / four (4) hours |
| b. Qualifying public, not-for-profit organizations ⁽¹⁾ | Free-of-charge |

⁽¹⁾ A \$50.00 refundable deposit will be required.

TRAINING CENTER USE

The District Training Center Use fees apply to private businesses wishing to rent the use of the District's training grounds. Site usage fees are not typically charged to qualifying public or not-for-profit organizations.

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| 1. Training Center Rental | |
| a. Training Grounds/Props ⁽¹⁾ | \$ 550.00 / day |
| b. Auditorium and Classroom 1 | \$ 397.50 / day |
| <i>Fee includes multimedia system/projector and screen. ⁽²⁾</i> | |
| c. Classroom 2 ⁽²⁾ | \$ 50.00 / day |
| d. Classroom 3 ⁽²⁾ | \$ 50.00 / day |
| e. Training Officer/Safety Officer ⁽³⁾ | \$ 82.00 / hour |
| 2. Heavy Equipment Rental | |
| a. Small Forklift | \$ 125.00 / day |
| b. Large Forklift | \$ 225.00 / day |

⁽¹⁾ The Rental Fee Schedule is based on weekday/normal business hours usage (7am-5pm).

⁽²⁾ The classroom base rate does not include flip charts, copies, coffee/beverages or miscellaneous materials.

⁽³⁾ TVFR reserves the right to require a Training/Safety Officer present during event.