

UNIFIED FIRE AUTHORITY BOARD POLICY MANUAL	
Chapter 4 <i>Finance Policies</i>	Section 4 <i>Full Cost Recovery</i>

Relevant Information: UFA often provides services for which cost recovery is available, such as: 1) statutory fines, fees, and charges; 2) non-statutory charges; and 3) services performed through inter-local agreements or other contracts/agreements. The Division Chief overseeing the services is typically responsible for determining the costs of the services, and the Chief Financial Officer disseminates forms and reviews procedures as necessary for the determination of the full costs of UFA services.

Policy Statement: It is the policy of the Board that UFA recover costs for services to the extent available for statutory fines, fees and charges. The Board will furthermore establish a fee schedule for non-statutory fees or charges for services provided by the UFA based upon its review of the costs of providing such services. Such rates shall be reviewed annually with the adoption of the annual budget. Interlocal or contractual costs will be set pursuant to the terms of those agreements and will be based upon the reasonable costs of providing such services. The Fire Chief will have discretion to waive fees or charges up to \$3,000, and any fee waiver above \$3,000 will require Board approval. This policy does not apply to ambulance services which are covered in separate policy.