

RESOLUTION 2021-2

A RESOLUTION ADOPTING A FEE SCHEDULE  
FOR THE NORTH SUMMIT FIRE SERVICE DISTRICT

**THIS RESOLUTION ADOPTING A FEE SCHEDULE FOR THE NORTH SUMMIT FIRE SERVICE DISTRICT** is made this 9th day of September, 2021, by the North Summit Fire Service District Administrative Control Board (“NSFSD ACB”) as governing body of the NORTH SUMMIT FIRE SERVICE DISTRICT (“NSFSD”) a special service district duly organized under the laws of the State of Utah as a public body corporate and politic (the “Resolution”).

RECITALS

A. WHEREAS, pursuant to Utah Code § 17D-1-103(2)(o), NSFSD is authorized to impose fees or charges or both for commodities, services, or facilities it provides; and

B. WHEREAS, pursuant to Utah Code § 63G-2-203, NSFSD is authorized to charge a reasonable fee for its actual cost of providing a record in response to a request presented pursuant to Utah’s Government Records Access and Management Act, Utah Code § 63G-2-101 et seq.; and

C. WHEREAS, the undersigned members of the NSFSD ACB have reviewed the proposed Fee Schedule (“the Schedule”) and GRAMA Fee Schedule (“GFS”) to be adopted by NSFSD, and have held a public hearing; and

D. WHEREAS, the undersigned NSFSD ACB members have found the Schedule to be in the best interests of NSFSD and the community it services; and

E. WHEREAS, the GFS is consistent with those previously adopted by the Summit County Council; and

F. WHEREAS, the undersigned NSFSD ACB members wish to authorize and approve the execution and delivery of the Schedule and GFS and have the authority to do so; and


NOW THEREFORE, the NSFSD ACB members unanimously and by written consent do hereby adopt the following resolutions and authorize the following actions:

1. The above Recitals are incorporated herein by this reference.
2. Be it resolved that the Schedule and the GFS, in substantially the same form attached hereto as Exhibit A, are hereby approved, the execution and delivery thereof is hereby authorized, and the NSFSD is hereby authorized and directed to take all further actions necessary or desirable in order to fully perform its obligations thereunder

3. Be it resolved that the governing board hereby exempts Henefer Town and Coalville City from Section 1.
4. Be it resolved that the NSFSD ACB hereby exempts church groups, non-profit groups, City, County, State Government from Section I (Building Rentals) of Exhibit A.
5. Be it resolved that Exhibit A will not take effect for thirty (30) days from the above written date.

IN WITNESS WHEREOF, the members of NSFSD have executed this Resolution and authorization as of the date first above written.

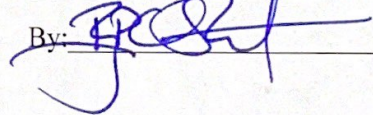
NORTH SUMMIT FIRE SERVICE DISTRICT ADMINISTRATIVE CONTROL BOARD

By:   
\_\_\_\_\_  
Michelle Andersen, Board Chair

By:   
\_\_\_\_\_  
Tyler Rowser, Board Secretary

APPROVED AS TO FORM:

SUMMIT COUNTY ATTORNEY:

By:   
\_\_\_\_\_

North Summit Fire District  
Fee Schedule  
**EXHIBIT A**

Resolution 2021-2  
Adopted 09/09/2021  
Effective 10/09/2021

- I. Building Rentals**
1. Community Room Rental ..... \$10.00/hour + 10% booking fee  
*Community room rental is waived for government entities & civic groups.*
- II. Personnel<sup>1</sup>**
1. Firefighter/EMR/EMT/AEMT/Paramedic..... \$50.00/hour
  2. Fire Prevention..... \$50.00/hour
  3. Fire Officer..... \$60.00/hour
  4. Chief Officer ..... \$85.00/hour
- III. Apparatus<sup>1</sup>**
1. Motorcycle ..... \$25.00/hour
  2. ATV ..... \$25.00/hour
  3. UTV ..... \$50.00/hour
  4. Bicycle ..... \$25.00/day
  5. Pumper <1,000 gpm..... \$222.00/hour
  6. Pumper >1,000 gpm..... \$257.00/hour
  7. Aerial Truck ..... \$257.00/hour
  8. Water Tender (Water Shuttles) ..... \$257.00/hour + \$0.55/mile
- IV. Fire Marshal<sup>2</sup>**
1. CPR/First Aid Classes..... \$50.00/person
  2. Preliminary Subdivision Plat Review ..... \$100 + \$5.00/lot
  3. Final Subdivision Plat Review ..... \$2.50/lot
  4. Residential Plan Review ..... \$0.25/foot<sup>2</sup>
  5. Residential Site Inspection..... \$50.00/inspection
  6. Residential Fire Sprinkler Inspection..... \$50.00/inspection
  7. Commercial/Multifamily Plan Review ..... \$1.00/foot<sup>2</sup>
  8. Commercial/Multifamily Site Inspection..... \$75.00/inspection
  9. Commercial/Multifamily Fire Sprinkler Inspection ..... \$75.00/inspection
  10. Commercial Kitchen Hood Inspection..... \$75.00/inspection
  11. Fireworks Display Permit & Onsite Inspection ..... \$75.00/display
  12. Tent Permit & Onsite Inspection ..... \$25.00/tent
  13. Special Event Permit..... \$25.00/event
  14. Mass Gathering Permit..... \$50.00/day

---

<sup>1</sup> Fees for Personnel and Apparatus negotiated with the Utah Department of Natural Resources, Forestry, Fire & State Lands may be different than as provided for in this fee schedule.

<sup>2</sup> If the District must hire an outside consultant, that consultant's actual cost will be charged. The District will provide the applicant with an estimate prior to engaging a consultant.

North Summit Fire District  
Fee Schedule  
EXHIBIT A

Resolution 2021-2  
Adopted 09/09/2021  
Effective 10/09/2021

NORTH SUMMIT FIRE DISTRICT GRAMA FEE SCHEDULE AND PROCESS FOR  
GRAMA REQUESTS

Process:

- A person making a request for a North Summit Fire District (the “District”) record shall complete the “Request for Record – Utah Government Records Access and Management Act” form prior to reviewing and/or receiving copies of records. In his/her discretion, the record custodian may accept the record request in a different format so long as the request is in writing and contains the requester’s name, mailing address, and daytime telephone number, if available, and a description of the record requested that identifies the record with reasonable specificity.
- The request shall be submitted to the District via in-person delivery, US Postal Service or email to any of the following:
  - [District physical address] - 86 E. Center Street, Coalville, UT 84017
  - [District Mailing address] - PO Box 187 Coalville, UT 84017
  - [District Email address] - torwser@northsummitfd.org
- Upon receipt of the “Request for Record,” a response to the request shall be provided to the requester within ten (10) business days unless:
  - the requester has demonstrated that the record request benefits the public rather than the person (in which case response shall be within five (5) business days); or
  - “extraordinary circumstances” pursuant to Utah Code §63G-2-204(5) exists, which allow the department to delay approval or denial for an additional period of time.

Fees:

- The costs for processing GRAMA requests and/or copies are set forth in the below GRAMA fee schedule.
- The District requires payment of past fees and future estimated fees prior to processing a request if:
  - fees are expected to exceed \$50.00; or
  - the requester had not paid fees from previous requests.
- There is no charge for mere requests to inspect a record(s), except to cover staff time incurred compiling the record(s) and for costs of any copies requested thereafter.
- Fee Waivers: The District may fulfill a record request without charge and is encouraged to do so when it determines that:
  - Releasing the record primarily benefits the public rather than a person;
  - The individual requesting the record is the subject of the record; or
  - The requester’s rights are directly implicated by the information in the record, and the requester is impecunious.
- Fee Waiver Appeals: A person who believes that there has been an unreasonable denial of a fee waiver may appeal the denial in the same manner as a person who appeals the inspection of a public record under Utah Code §63G-2-205 by filing a notice of appeal within 30 days.

North Summit Fire District  
Fee Schedule  
**EXHIBIT A**  
**GRAMA FEE SCHEDULE**

Resolution 2021-2  
Adopted 09/09/2021  
Effective 10/09/2021

**V. Copies**

1. 8 ½" X 11" non-color copies ..... \$0.50/sheet
2. 8 ½" X 11" color copies..... \$1.00/sheet
3. 11" x 17" copies..... \$1.00/sheet
4. Odd sized copies ..... Actual cost to reproduce
5. Copies of videos..... \$15.00/video recording<sup>3</sup>
6. Copies of audio ..... \$15.00/audio recording<sup>3</sup>
7. USB drives ..... \$15.00/8GB drive
8. Other media..... Actual cost to reproduce
9. Fire Incident report (NFIRS)..... \$5.00/report
10. Incident Photographs (up to ten photographs) ..... \$1.00/photo
11. Incident Photographs (more than ten)..... \$1.00/photo<sup>3</sup>
12. Dispatch tapes ..... Request through Summit County

**VI. Services**

1. Notary Services ..... \$5.00/signature to notarize
2. Certification of a document..... \$2.00/certification
3. Records delivered by facsimile ..... \$0.75/page + telephone charges
4. Mailing and shipping costs ..... \$2.00/package  
*For staff mail preparation time, plus actual mailing costs. Actual mailing costs are those for U.S. Postal Service or an authorized delivery service such as UPS, FedEx, etc.*

Staff time required to search, compile, and otherwise prepare to provide a record. Actual cost, not to exceed the hourly rate (excluding benefits) of the lowest paid employee who, in the discretion of the record's custodian, has the necessary skill and training to perform the request. The first 15 minutes of staff time shall be at no charge.

Staff time for photocopying, faxing, and providing documents in electronic format (i.e. video, audio or USB drive) is included in the costs for those items.

---

<sup>3</sup> Cost of reproduction plus a USB Drive for media storage.