

## **RESOLUTION NO. 207**

A RESOLUTION OF THE GOVERNING BOARD OF THE VALLEY REGIONAL FIRE AUTHORITY (AUTHORITY) ESTABLISHING THAT THE AUTHORITY WILL ADOPT STATUTORY DEFAULT COSTS FOR PUBLIC RECORDS REQUESTS

WHEREAS, the Valley Regional Fire Authority (Authority) is a Municipal Corporation of the State of Washington, created and established pursuant to Chapter 52.26 of the Revised Code of Washington (RCW); and

WHEREAS, RCW 42.56.120(1)(b) allows the Authority to use statutory approved copying charges when processing public records requests if the Authority has rules or regulations declaring the reasons why calculating actual costs would be unduly burdensome; and

WHEREAS, the Governing Board had previously determined by policy that the Authority would not calculate actual costs for copying records because to do so would be unduly burdensome for the following reasons: The Authority does not have the resources to conduct such a study to determine all of its actual copying costs; to conduct such a study would interfere with other essential functions; through the legislative process, the public and requestors have commented on and been informed of authorized fees and costs, including for electronic records provided in RCW 42.56.120(2)(b) and (c), (3), and (4); and

WHEREAS, It is difficult to accurately calculate all direct costs associated with processing a public records request, including equipment costs, paper costs, data storage costs, electronic production costs, transmitting costs, and staff time for copying and sending records; and

WHEREAS, Meticulously calculating the precise cost of every public records request would be an inefficient use of the Authority's resources and could hinder the timely fulfillment of public records requests; and

WHEREAS, Adopting statutory default costs provides a standardized fee structure for common copying and transmission methods.

NOW THEREFORE, THE GOVERNING BOARD OF THE VALLEY REGIONAL FIRE AUTHORITY HEREBY RESOLVES AS FOLLOWS:

**Section 1.** Pursuant to RCW 42.56.120(1)(b), it is hereby ordered that based on the recitals above, the Authority shall adopt statutory default costs for public records requests as calculating actual costs would be unduly burdensome and would interfere with Authority operations.

**Section 2.** Administrative Authorization. The Fire Chief of the Authority is hereby authorized to implement such administrative procedures as may be necessary to carry out this directive.

**Section 3.** Effective Date. This Resolution shall be in full force and effect upon passage and signatures hereon.

DATED and SIGNED this 8<sup>th</sup> day of July 2025.

VALLEY REGIONAL FIRE AUTHORITY

Nancy Backus  
Nancy Backus  
Governing Board Chair

ATTEST:

Stefanie Harper  
Stefanie Harper  
Clerk of the Board