

RESOLUTION 25-25

A RESOLUTION ESTABLISHING A CREDIT CARD CONVENIENCE FEE.

WHEREAS, Hyrum City takes credit card payments for various City services, such as, utilities, permits, licenses, development fees, fines, etc.; and

WHEREAS, the acceptance of credit card, debit card, and other electronic payments provides a convenience to customers and improves efficiency for the City; and

WHEREAS, the processing of such payments requires the City to pay transaction fees to third-party vendors and credit card companies, which if absorbed by the City would reduce funds available for essential services and place an undue burden on all taxpayers; and

WHEREAS, the City Council finds it fair and appropriate that the cost of processing electronic payments be borne by those choosing to use such payment methods, rather than by the general public; and

WHEREAS, Section 18-8-85.6 of the Utah State Code expressly permits municipalities to charge an electronic payment fee for electronic payment transactions involving credit cards and other similar devices.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF HYRUM CITY, UTAH, AS FOLLOWS:

1. **Adoption of Fees.** Hyrum City hereby establishes that all customers electing to pay City bills, fees, or charges that are over \$250.00/\$500.00/\$1,000.00 by credit card, debit card, or other electronic means shall be assessed a convenience fee equal to 3% of total charge.
2. **Fee Disclosure.** The convenience fee shall be disclosed to the customer prior to completing the payment transaction. Customers can use alternative no-fee payment options, including cash, or check.
3. **Authorization.** City staff is authorized to implement and collect the convenience fee as set forth in this resolution, and to make adjustments as necessary.

BE IT FURTHER RESOLVED, that this resolution shall become effective upon adoption.

ADOPTED AND PASSED by the City Council this 18th day of September, 2025.

HYRUM CITY

Stephanie Miller
Mayor

ATTEST:

Stephanie Fricke
City Recorder

Roll Call Vote -	Aye	Nay	Absent
Councilmember Steve Adams	☐	☐	☐
Councilmember Jared Clawson	☐	☐	☐
Councilmember Paul James	☐	☐	☐
Councilmember Michael Nelson	☐	☐	☐
Councilmember Craig Rasmussen	☐	☐	☐