

Brigham City Redevelopment Agency

Date: Thursday, June 5, 2025

Time: 6:00 PM

Location: City Council Chambers, 20 North Main

PRESENT:	D.J. Bott	Committee Chair
	Dave Hipp	Committee Member
	Dave Jeffries	Committee Member
	Matthew Jensen	Committee Member
	Ryan Smith	Committee Member
	Robin Troxell	Committee Member

ALSO PRESENT:	Tom Cooper	Power Director – <i>via Zoom</i>
	Chris Howard	Police Commander
	Tom Kotter	Finance Director
	Paul Larsen	Community and Economic Development Director
	Derek Oylar	City Administrator
	Tyler Pugsley	Assistant City Administrator
	Kristina Rasmussen	Secretary
	Casey Smith	Power Superintendent
	Brandon Thueson	Fire Chief

The Redevelopment Agency meeting was called to order at approximately 6:00 PM. The meeting began with an invocation offered by Mayor Bott. This was followed by the Pledge of Allegiance, led by Councilmember Jensen.

 Approval of Minutes

- Motion: Councilmember Jensen moved to approve the RDA meeting minutes from May 6, 2025.
- Second: Councilmember Hipp.
- Discussion: None.
- Vote: Motion passed unanimously without amendment.

Public Hearing – Consideration of Resolution Adopting FY 2025-26 Final RDA Budget

Finance Director Tom Kotter provided a comprehensive overview of the FY 2025–2026 budget for the Brigham City Redevelopment Agency (RDA). He began by reminding the board that the budget had been previously reviewed and presented to Chairman Bott and remained largely unchanged.

He emphasized that RDA budgets are specific to project areas, each with defined purposes and timelines. The City does not retain all property taxes collected in these areas; rather, participating taxing entities agree to transfer a portion of the tax increment back to the RDA under legally binding participation agreements.

40 Project areas discussed included:

- 41 • West Forest EDA – Supporting economic development, possibly including Niagara.
- 42 • Northwest EDA – Currently involving a project with Nucor Building Systems.
- 43 • Campus District – Tied to infrastructure supporting the Utah State University campus in Brigham
- 44 City.

45 Kotter noted that when an RDA project area concludes, its tax base is restored to the City's and other
46 taxing entities' rolls. The most recent closure was the X20 project area, which officially terminated last
47 year. However, due to a remaining accumulated fund balance, spending within that area will continue
48 over the next five years to support wrap-up projects, particularly infrastructure improvements.

49 He further clarified that the budget details were included in the Mayor's full city budget packet and are
50 available for public review:

- 51 • On the State Auditor's Transparency Website under RDA filings.
- 52 • On the Brigham City website, within the main budget documents (though not under a separate
- 53 "RDA" tab).

54 Committee Member Troxell asked whether the RDA budget is publicly posted and easily accessible for
55 residents. Kotter affirmed that the full budget is indeed included in the city's budget documents and
56 filed per transparency requirements, but noted that it is not displayed as a standalone RDA department
57 section on the website.

58 Motion to Open the Public Hearing

- 59 • Motion: Councilmember Jensen moved to open the public hearing for consideration of the RDA
- 60 FY 2025-26 Budget.
- 61 • Second: Councilmember Smith.
- 62 • Vote: Unanimously approved.

63 Public Comment

- 64 • Result: No members of the public came forward to comment.

65 Motion to Close the Public Hearing

- 66 • Motion: Councilmember Jensen.
- 67 • Second: Councilmember Hipp.
- 68 • Vote: Unanimous.

69

70 Budget Adoption

71 With no additional discussion, the board moved to formal adoption of the resolution to approve the
72 RDA's budget for the coming fiscal year.

- 73 • Motion: Councilmember Smith moved to adopt the resolution approving the FY 2025–2026 RDA
74 budget.
75 • Second: Councilmember Jensen.
76 • Discussion: None.
77 ○ Committee Member Jeffries; Aye
78 ○ Committee Member Troxell; Aye
79 ○ Committee Member Smith; Aye
80 ○ Committee Member Jensen; Aye
81 ○ Committee Member Hipp; Aye
-

82

83 Adjournment

84 The RDA meeting was formally adjourned with a motion:

- 85 • Motion: Councilmember Smith moved to adjourn the RDA meeting and transition to the
86 Municipal Building Authority (MBA) meeting.
87 • Second: Councilmember Hipp.
88 • Vote: Unanimous.

89