



Mayor - Bryan Cox
City Council - David Fowles
City Council - Stephanie Allred
City Council - Tiffany Atkinson
City Council - Gerald Osborne
City Council - Kirk Brower

Hyde Park City Council
113 East Center Street
Hyde Park, Utah

December 10, 2025

The Hyde Park City Council meeting began at 7:00 and was conducted by Mayor Cox.

City Officials Present: Mayor; Bryan Cox, Council members; David Fowles, Stephanie Allred, and Gerald Osborne, City Administrator; Marcus Allton and City Recorder; Donja Wright.

Others Present: Florence White, Thayne Breagger, Janice Stetler, Steve Rowlan, Ty Measom, Charlene Williams, Court Williams, Melissa Jacobson, Sherri Nate, Diana Cannell, Kody Bland

Thought / Prayer: Council member Osborne

Pledge of Allegiance: Council member Osborne

Adoption of Agenda: *Council member Allred made a motion to approve the agenda as presented for December 10, 2025. Council member Fowles seconded the motion. Council members Fowles, Allred, and Osborne voted in favor. The motion carried 5/0.*

Minutes: *Council member Fowles made a motion to approve the minutes from November 12, 2025, as presented. Council member Allred seconded the motion. Council members Fowles, Allred, and Osborne voted in favor. The motion carried 3/0.*

Minutes: *Council member Osborne made a motion to approve the minutes from November 18, 2025, as presented. Council member Allred seconded the motion. Council members Fowles, Allred, and Osborne voted in favor. The motion carried 3/0.*

Citizen Input: The Mayor opened the meeting for public input – No Input

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Mayor/Staff/Council Reports:

City Administrator Marcus Allton's Report:

- Noted that he submitted a grant application for a trails and parks master plan, requesting \$100,000 with a city match of \$10,000, which was less than budgeted.
- Explained that the grant review process would likely start in January with interviews in February and notification of funding in March.

Councilmember David Fowles' Report:

- Reported on safety committee matters, noting that the committee has developed operating procedures that are 98% complete and will be distributed to council members soon for review and approval next month.
- Announced that the safety committee is looking for up to three more resident members to serve.
- Discussed attending a Utah Division of Outdoor Recreation meeting with Marcus regarding grant opportunities for parks and trails.
- Referenced a previous community survey showing approximately 75% of residents are interested in obtaining easements for canal trails.
- Expressed interest in pursuing grant opportunities to develop canal trails in Hyde Park and create connections between parks and urban pathways.
- Discussed plans to create a donation option on the city website for residents to contribute to parks and trails development.
- Proposed a more proactive approach by the City Council in 2026, particularly in implementing the goals outlined in the city's general plan, suggesting meetings in January to review the plan and establish priorities.

Mayor Cox's Report:

- Announced that Melinda Lee has agreed to continue serving on a city committee as her term would expire at the end of the month.
- Mentioned that Councilmember Tiffany would be moving into the Mayor Pro Tem position in January.
- Noted that Marcus had submitted a grant and that the city had received over \$5.8 million in grants in 2025.
- Stated that the total amount of grant funds received by the city since 2021 was \$17.8 million.

Update on 700 East and 450 North Intersection: Councilmember Fowles reported on safety concerns at the intersection of 700 East and 450 North, noting:

- Residents had expressed concerns about speeding and visibility issues at the October 22nd council meeting.
- The matter was discussed at the city safety meeting.
- Chief Goodrich of North Park Police Department reviewed the location and agreed with residents' concerns about visibility.
- Sunrise Engineering recommended establishing the intersection as a four-way stop based on the Manual on Uniform Traffic Control Devices criteria.
- The recommendation included making this a temporary four-way stop, with plans to eventually remove the stop signs on 700 East when that road is extended to connect to Smithfield.

Marcus Allton added that Hyde Park and Smithfield are jointly working on engineering for the corridor to connect the two cities, though there is no definite timeline for construction. The council agreed to install the stop signs in the coming weeks with bags over them, announce the change in the city newsletter, and remove the bags in January.

No City Council on December 24th

The council confirmed there would be no City Council meeting on December 24th.

Public Hearing and consideration of Ordinance 2025 – 25 – An Ordinance adopting the Utah Wildland and Urban Interface Code.

Marcus Allton explained that the state legislature passed a law earlier in the year requiring all municipalities to adopt an ordinance and map establishing a wildland-urban interface boundary line. Areas beyond this boundary would be subject to more stringent fire protection building codes. He noted that the state initially provided a draft map that inaccurately designated about half of Hyde Park as wildlands, which prompted pushback from cities. While the state is still working on their map, cities are required to adopt a code by January 2026.

In the interim, Hyde Park proposed establishing the Bonneville Shoreline Trail corridor as the wildland-urban interface boundary, as it serves as a natural fire break and has been reported to the state as part of the city's wildfire mitigation plan.

Mayor Cox opened the public hearing.

Charlene Williams expressed concerns about the wildland-urban interface code, stating:

- She appreciated the city using the BST as the boundary and hoped they could maintain that line.
- Expressed concerns that the code could lead to mandatory fees, property value reduction, liens on property, increased insurance costs, and intrusive regulations regarding landscaping and building materials.
- Urged the council to fight state-imposed mapping that might include existing houses in the wildland zone.

Mayor Cox closed the public hearing.

In council discussion, concerns were raised about the state potentially forcing Hyde Park to adopt a map that incorrectly identifies urban areas as wildland. Marcus Allton noted that while the wildland urban interface is a statewide requirement, he expects the legislature may modify the law in the upcoming session due to problems that have emerged.

Council member Fowles made a motion to approve Ordinance 2025 – 25 – An Ordinance adopting the Utah Wildland and Urban Interface Code. Council member Allred seconded the motion. Council members Fowles, Allred, and Osborne voted in favor. The motion carried 3/0.

Appoint Melissa Jacobson the Hyde Park City Treasurer and authorize her to have access to financial accounts. Mayor Cox explained that Melissa Jacobson was selected during the interview process for the treasurer position, replacing Susan who is retiring.

The council provided their advice and consent to appoint Melissa Jacobson as Hyde Park City Treasurer and authorized her to have access to financial accounts. Melissa will be officially sworn in at the January council meeting.

Consider Options / ideas for recreation parking (Ty Measom)

Ty Measom, a local business owner, presented plans to convert two of his buildings (formerly used by his business Camp Chef) into an indoor sports facility. The buildings would provide space for soccer, lacrosse, baseball, volleyball, basketball, and other sports. He explained:

- The facility would be the largest indoor sports facility north of Ogden.
- The first building already has turf installed for soccer, football, lacrosse, softball, and baseball.
- The second building would have seven basketball courts that could be converted to volleyball courts.
- There is significant community demand for indoor practice space, with many local teams currently driving long distances for practice.

Measom noted challenges with meeting the city's parking requirements for this type of facility. Marcus Allton explained that staff had been working with Measom on the parking issue, and it appeared they had reached an agreement for the first building. The second building would likely require a customized parking study.

Mayor Cox noted that recreation facilities have different parking patterns than commercial businesses, as they operate on timed intervals rather than having all customers arrive simultaneously. He suggested the city might need to develop a recreation-specific code for parking requirements that differs from commercial standards.

Marcus Allton confirmed that Measom's site plan for the first building would be presented to the Planning Commission the following week, and it appeared the issues had been resolved to move forward.

Report of the 2025 Financial Audit (Diana Cannell)

Diana Cannell of Ritchie May presented the 2025 financial audit findings:

- The city's total assets ended at approximately \$52 million, an increase of about \$5.7 million over the previous year, primarily from capital improvements.
- Liabilities increased by only \$150,000, resulting in an equity increase of \$5.5 million.
- For governmental funds, revenues were consistent with the previous year with a slight increase of \$274,000, while expenses decreased by \$369,000.
- For business-type activities (water, sewer, storm water), the decrease in net income was primarily due to grant contributions the previous year that weren't present in 2025.

Cannell reported two state compliance findings:

1. The general fund unreserved fund balance exceeded the state-mandated 35% limit, reaching 41% (approximately \$410,000 over the limit). She recommended transferring funds to a capital projects fund.
2. The sewer fund was \$64,000 over budget, attributed to the billing cycle timing for work performed.

Cannell noted that neither finding was concerning, and Donja Wright had already developed corrective action plans.

Mayor Cox and council members commended Donja Wright for her excellent work with the city's finances.

Consider Ordinance 2025-24 to amend HPMC 12.150.010 and 12.150.020.

Marcus Allton explained that the proposed ordinance would amend the city code regarding water dedication (or water exactions). The current code requires development projects to bring water rights to the table or pay a fee in lieu, allowing the city to acquire water rights. Most developers have chosen to pay the fee, resulting in the city's water rights being depleted rapidly.

The proposed amendment would remove the fee in lieu option, requiring all developers to provide actual water rights when adding connections to the city water system. Allton noted that the city's water rights could be exhausted within 5-7 years at the current rate of development, which would halt growth.

The Planning Commission held a public hearing on this ordinance where local developers expressed concerns about the difficulty of finding water rights. Allton explained that this requirement is common throughout Utah, with approximately 45% of communities having similar requirements.

Mayor Cox emphasized that this change would place the responsibility on developers rather than making their problem the city's problem.

Council member Fowles made a motion to approve Ordinance 2025-24 to amend HPMC 12.150.010 and 12.150.020. Council Allred member seconded the motion. Council members Fowles, Allred, and Osborne voted in favor. The motion carried 3/0.

Consider adopting a Hyde Park City Generative AI Policy.

Marcus Allton presented a draft policy for the city's use of generative AI. He explained that the policy:

- Would establish boundaries for how the city uses AI
- Require annual training for employees using AI
- Provide explicit approvals for AI usage
- Establish a list of approved AI programs
- Require checkpoints to prevent copyright issues and protect sensitive information
- Ensure human review of AI outputs before public release

Council members discussed the policy, including the process for approving AI tools and the importance of human oversight. Councilmember Fowles asked for clarification about the approval process and whether it was a one-time approval or required for each use. Allton confirmed it would be a one-time approval for each program.

Council member Allred made a motion to adopt the Hyde Park City Generative AI Policy. Council member Osborne seconded the motion. Council members Fowles, Allred, and Osborne voted in favor. The motion carried 3/0.

Discuss policy for adding items to the city council agenda.

Marcus Allton presented a draft form for citizens requesting to be added to the city council agenda. He explained that the form would:

- Help ensure agenda items are appropriate for city council action
- Require citizens to obtain signatures from the mayor and a council member or two council members
- Help redirect issues that should be handled by city staff rather than the council

The council discussed the approval process, timing requirements, and notification to applicants. They agreed that the form would help filter requests and ensure citizens are approaching the appropriate department for their concerns. Allton said he would make the suggested revisions and review the form with the city attorney before bringing it back to the council in January.

Discuss annual advice and consent of Planning Commission Chair.

Mayor Cox noted that Mike Mowes has been serving as Planning Commission Chair, and he proposed his continuation in this role. The council provided their advice and consent for Mike Mowes to continue as Planning Commission Chair.

Marcus Allton also proposed implementing work sessions before one council meeting per month to review plans, discuss codes, and address specific topics in depth. The council expressed support for this proposal.

Adjourn: *Council member Allred made a motion to adjourn Council member Fowles seconded the motion. Council members Fowles, Allred, and Osborne voted in favor. The motion carried 3/0. 9:05pm*

Minutes: *Council member Fowles made a motion to approve the minutes from December 10, 2025, as presented. Council member Osborne seconded the motion. Council members Fowles, Allred, Atkinson, Osborne and Brower voted in favor. The motion carried 5/0.*

Donja Wright

Donja Wright, City Recorder