

**REGULAR SESSION OF THE  
BRIGHAM CITY COUNCIL  
JANUARY 15, 2026  
6:00 p.m.**

|                 |                |               |
|-----------------|----------------|---------------|
| <b>PRESENT:</b> | DJ Bott        | Mayor         |
|                 | Dave Hipp      | Councilmember |
|                 | Dave Jeffries  | Councilmember |
|                 | Matthew Jensen | Councilmember |
|                 | Ryan Smith     | Councilmember |
|                 | Robin Troxell  | Councilmember |

|                      |                    |   |
|----------------------|--------------------|---|
| <b>ALSO PRESENT:</b> | Mark Bradley       | City Planner                                |
|                      | Tom Cooper         | Power Director                              |
|                      | Nicole Cottle      | City Attorney – <i>Arrived at 6:07</i>      |
|                      | Tom Kotter         | Community and Economic Development Director |
|                      | Derek Oyler        | City Administrator                          |
|                      | Tyler Pugsley      | Assistant City Administrator                |
|                      | Kristina Rasmussen | City Recorder                               |
|                      | Chief Reyes        | Police Chief                                |
|                      | Chief Thueson      | Fire Chief                                  |

Mayor Bott called the meeting to order at 6:00 p.m. The invocation was offered by Bishop Mark Wilcox of the Brigham City 7th Ward. The Pledge of Allegiance followed.

**SWEARING IN OF NEWLY ELECTED CITY COUNCIL MEMBERS AND MAYOR**

The Mayor opened the meeting with the Swearing In and Oaths of Office for re-elected City Council members and the Mayor. He stated that Judge Morgan, a longtime friend of the City, had been invited to administer the oaths. Council Member Jensen and Council Member Smith were invited to join the Mayor at the front of the chambers. Judge Morgan administered the oath of office.

**ELECTION OF MAYOR PRO TEMPORE**

The Mayor then moved to the Election of the Mayor Pro Tempore for the new year and asked for nominations from the Council. Councilmember Jensen nominated Councilmember Hipp, and the motion was seconded by Councilmember Smith. The motion was approved.

**CONSENT AGENDA**

Mayor Bott introduced five consent items:

1. Approval of the December 18, 2025 City Council Meeting Minutes.
2. Request to Write Off Utility Accounts totaling \$7,208.60 due to accounts being sent to collections.
3. Appointments to the Planning Commission
4. Request for Acceptance of Petition for Annexation of 5.59 Acres (Parcel No. 03-074-0007) Located at Approximately SR 13 and 2400 West
5. Request for Acceptance of Petition for Annexation of 495.17 Acres (Parcel Nos. 04-002-0020, 04-002-0022, 04-002-0024, 03-257-0004, 03-075-0054, 03-003-0050, 03-067-0029 and 03-075-0023) located at approximately SR-13 and 1200 West and the north side of the Brigham City Airport.

Councilmember Jensen made a motion to approve the consent item as presented. Councilmember Hipp seconded the motion. The vote was unanimous in favor.

### **EMPLOYEE RECOGNITION**

The Mayor recognized four new employees: Jorge Morales, Equipment Operator in Public Works; Ryan Hamblin, Park Lead in Parks; Allison Cervantes, Utility Billing Clerk in Finance; and Mikel De La Luca, Recreation Administrative Assistant in Public Works.

### **PUBLIC HEARING**

#### **Consideration of Ordinance Adopting Compensation Increase for Executive Municipal Officer and Oath of Office For New Community and Economic Development Director**

Derek Oyler explained that the Community and Economic Development Director is an appointed position, and that recent changes to state code now require a public hearing and ordinance whenever compensation changes are proposed for appointed or elected officials.

Mr. Oyler stated that the Mayor would be appointing Tom Kotter as the new Community and Economic Development Director for Brigham City Corporation. He explained that the compensation adjustment being considered was tied to an expanded scope of responsibilities associated with the position.

In response to Council questions, Mr. Oyler confirmed that no budget revision was required for the proposed compensation adjustment. He explained that the department head's salary is allocated across multiple General Fund budgets and that the adjustment would be absorbed within existing appropriations.

**MOTION:** Councilmember Smith made a motion to open the public hearing regarding compensation Increase for Executive Municipal Officer – Economic Development Director. Councilmember Jensen seconded the motion.

There were no public comments.

**MOTION:** Councilmember Jeffries made a motion to close the public hearing. Councilmember Jensen seconded the motion. The motion passed unanimously.

**MOTION:** Councilmember Troxell made a motion to approve the ordinance adopting a compensation increase for an executive municipal officer – Community and Economic Development Director. Councilmember Hipp seconded the motion. The motion passed unanimously.

**Roll Call:** Councilmember Jensen – Aye; Councilmember Jeffries – Aye; Councilmember Hipp – Aye; Councilmember Troxell – Aye; Councilmember Smith – Aye

**MOTION:** Councilmember Hipp made a motion to appoint Tom Kotter as the Community and Economic Development Director. Councilmember Jeffries seconded the motion. The motion passed unanimously.

The swearing in/Oath of Office was administered to Tom Kotter by City Recorder, Kristina Rasmussen.

#### **Consideration of Ordinance Amending the General Plan - Transportation Master Plan**

Derek Oyler explained the item had previously been reviewed by the Planning Commission and that the proposed amendment is tied to long-term planning for the area around Lakeview Elementary (south end of town). He shared that the School District currently anticipates Lakeview Elementary will likely remain

in service for approximately 5–10 years, but City staff began evaluating the block due to potential future redevelopment if the school were no longer used as a school.

Mr. Oyler described the area as challenging for traffic circulation and noted an existing partial street segment that dead-ends, reflecting long-standing connectivity issues. He reviewed general zoning in the area and explained the City requested the amendment because staff were concerned about future development in a General Commercial area without adequate public street access.

Mr. Oyler emphasized that a Transportation Master Plan amendment is long-range planning and does not mean the City would build a road immediately. Instead, roadway improvements would be evaluated and potentially required as redevelopment occurs through the normal review process. He clarified that “change of use” (not change of ownership) is what could trigger roadway requirements, and that existing residents can continue existing nonconforming residential use unless a change of use is proposed.

He also explained that the master plan does not set exact road width or final alignment; those details would be determined later through engineering, staff review, and coordination with property owners as specific projects come forward. Councilmembers asked clarifying questions about change of use, redevelopment of the school site, impacts to existing businesses, and ADU-related concerns previously discussed at Planning Commission. Mr. Oyler reiterated that impacts would be addressed case-by-case based on specific applications and code requirements.

**Key points highlighted by staff:**

- The amendment is intended to improve north–south connectivity in the block over time.
- The plan does not require immediate construction; it guides future redevelopment review.
- Roadway obligations, if any, would generally be triggered by a change of use.
- Existing homes and businesses may continue current use without change; details would be handled case-by-case during permitting.

**MOTION:** Councilmember Hipp made a motion to open the public hearing for the consideration of Ordinance Amending the General Plan: Transportation Master Plan. Councilmember Jensen seconded the motion. The motion passed unanimously.

**Dennis Gailey** - expressed strong opposition to the proposed amendment. He stated that the City was planning for a need far in the future and placing unnecessary restrictions on current property owners. He emphasized that zoning in the area had changed over time and argued that long-term speculative planning should not limit what property owners can do today. Mr. Gailey felt the proposal created uncertainty and unfairly constrained property rights without a clear or immediate need.

**Monty Worthy** - owner of several businesses in the area, including Burgers and Scoops and the Arby’s property, acknowledged staff’s detailed explanations but expressed concern that placing the roadway on the Transportation Master Plan could negatively affect property value and marketability. He stated that the uncertainty could impact his plans to sell and retire and asked the Council to consider delaying action until there is more clarity regarding the future of Lakeview Elementary and potential roadway design.

**Randy Navarro** - owner of property in the affected area, stated that he felt constrained in his ability to redevelop his property. He indicated that had he known about the proposed planning amendment earlier, he may have reconsidered purchasing the property. Mr. Navarro expressed concern that the amendment limited investment and redevelopment opportunities.

**Randy Dea** -, speaking on behalf of his sister as power of attorney and associated with the Brighton Beaker Plaza, expressed concern about the lack of detailed engineering information. He stated that

without knowing exact road placement or design, it was difficult to assess how access, parking, and existing business operations might be affected.

**Julianna Larson** - spoke about process and transparency. She emphasized the importance of ensuring affected property owners are fully informed and understood how long-term planning decisions could impact property values and future use.

**MOTION:** Councilmember Hipp made a motion to close the public hearing. Councilmember Jeffries seconded the motion. The motion passed unanimously.

Following closure of the public hearing, the Council engaged in discussion and asked clarifying questions of Mr. Oyler regarding how roadway requirements would be triggered if only one property within the affected block were to change use.

Mr. Oyler explained that development requirements would generally apply parcel by parcel, not automatically cascade to neighboring properties. If a property experienced a change of use, the owner would typically be required to construct the portion of the public roadway adjacent to their frontage, subject to engineering and utility constraints. Other parcels would not be forced to redevelop unless they independently proposed a change of use.

Mr. Oyler further explained that some parcels in the area currently lack public road access and would be unable to redevelop without addressing access issues. He stated that roadway construction would likely occur in segments over time, as redevelopment occurs, similar to how partial roadways have historically been constructed and stopped where development ended.

Discussion continued regarding concerns raised during public comment, including the potential impact on long-time property owners, uncertainty surrounding the future of Lakeview Elementary, and the difficulty of making long-term decisions based on unknown future conditions. Several Councilmembers expressed concern about placing additional constraints on existing properties when redevelopment timing remains uncertain.

Councilmembers acknowledged that the issue of roadway connectivity in the area has been discussed previously due to fire access, emergency services, and traffic circulation concerns, but also recognized the unique challenge posed by existing development and ownership patterns.

**MOTION:** Councilmember Smith made a motion to table the consideration of the ordinance amending the General Plan – Transportation Master Plan, requesting additional information be brought before approval. Councilmember Jensen seconded the motion. All councilmembers voted in favor of tabling.

## **PUBLIC COMMENT**

**Andrew Lewis** - thanked the Council for the opportunity to provide public comment and expressed appreciation for positive things he has seen and heard about the City. He shared general concerns about issues that may not always be visible and emphasized the importance of inclusion, transparency, and recognizing that every individual's voice matters within the community.

## **COUNCILMEMBER COMMENTS**

**Councilmember Smith** - reported he had attended a Chamber of Commerce meeting and noted the Chamber is preparing for a business summit in March, including classes and programming that may

benefit small and large businesses in the county. He thanked those who attended and spoke during the meeting, stating public input helps the Council.

**Councilmember Troxell** – thanked Mr. Lewis for coming forward and speaking, noting that public comments matter and that transparency and openness are important. She invited Mr. Lewis and other residents to contact her directly to discuss concerns and stated she believes the Council is committed to communicating with community members.

**Councilmember Hipp** - commented that the Council is starting the year by hearing from residents in multiple settings and that public input helps Council better understand how decisions affect individuals. He referenced the earlier discussion and the Council’s decision to table the transportation master plan item to allow more consideration. Councilmember Hipp also thanked the City’s public safety leadership and staff, referencing recent discussion about changes involving the dispatch center. He stated that although public safety leaders may face criticism on social media, he believes the changes are in the best interest of the community and employees, and he expressed appreciation for the Mayor and Council taking a stand.

**Councilmember Jeffries** - shared that the Boys and Girls Club’s new gym floor was scheduled to begin installation the following day and announced a Boys and Girls Club casino night event on Saturday, February 7. He thanked those who attended the ribbon cutting and grand opening the previous week. Councilmember Jeffries also addressed his new job responsibilities requiring frequent travel between Brigham City and Seattle and reaffirmed his commitment to continue serving on the City Council.

**Councilmember Jensen** - referenced a letter to the editor by Sarah Yates regarding the food pantry and commented on the number of meals served, noting the significant volunteer effort and the benefit to those in need. He also shared that he and Councilmember Hipp attended a presentation at Utah State University and encouraged residents to review upcoming lecture series and symposiums, referencing a recent presentation on the Constitution and the Declaration of Independence. Councilmember Jensen concluded by reiterating Council support for the City’s chiefs and stated the Council fully backs them.

**Mayor Bott** – shared comments regarding recent decisions involving City leadership, public safety, and Council deliberations. He referenced a phrase printed on the City employee T-shirts given as a gift from the Mayor, stating his guiding principle is to “do what is right and let the consequences follow.” He noted that consequences are not always punitive, but can include standing alone when making difficult but correct decisions.

The Mayor explained that decisions in Brigham City are made through open discussion with senior staff and department directors, where differing opinions are encouraged and considered without prejudice. He stated this collaborative process led to the City’s recent decisions regarding police, fire, and dispatch services, emphasizing that those actions were taken based on professional expertise and what leadership believed was in the best interest of the community.

The Mayor also referenced the Council’s decision earlier in the meeting to table the Transportation Master Plan amendment, noting it demonstrated that decisions are not predetermined and that Council deliberation occurs publicly, as required by law and expected by residents. He expressed appreciation for the Council’s willingness to listen, deliberate, and take the time necessary to make informed decisions.

The Mayor concluded by expressing gratitude to City employees, department chiefs, and their families for the trust placed in City leadership. He stated that he takes seriously the responsibility of serving as Mayor and supporting the professionals who serve the community, emphasizing unity, transparency, and accountability in City governance.

## CITY ADMINISTRATOR COMMENTS

There were no comments made by City Administrator.

## ACTION ITEMS

### **Consideration of Approval of Fire Departmental Policy 205 – Revision to Bereavement Leave**

Tom Kotter explained that staff had recently completed a review of the City's employee handbook and personnel policies and identified that the existing bereavement leave policy did not adequately account for Fire Department employees. He noted that Fire Department personnel work a 48/96 schedule, meaning two days on duty followed by four days off, which differs from the schedules of other City departments.

Mr. Kotter stated that the proposed revision would ensure Fire Department and EMS employees receive bereavement leave equivalent to that provided to other City employees, adjusted appropriately to reflect their work schedule. He emphasized that the revision was intended to ensure fairness and consistency across departments.

**MOTION:** Councilmember Jensen made a motion to approve the revision to Employee Policy 9-7, Bereavement Leave. Councilmember Hipp seconded the motion. The motion passed unanimously.

At 7:34 PM Councilmember Smith made a motion to proceed into closed session to discuss the purchase/exchange/lease of real property. The motion was seconded by Councilmember Jeffries.

#### **Roll Call:**

Councilmember Hipp – Aye; Councilmember Jensen – Aye; Councilmember Smith – Aye;  
Councilmember Troxell– Aye; Councilmember Jeffries – Aye

At 8:55 PM The council returned to opened and a motion was made by Councilmember Smith to adjourn. Seconded by Councilmember Hipp and approved unanimously.

*The undersigned duly appointed Recorder for Brigham City Corporation hereby certifies that the foregoing is a true, accurate and complete record of the January 15, 2026 City Council Meeting.*

*Dated this 6th of February 6, 2026.*

*Kristina Rasmussen*

*Kristina Rasmussen, City Recorder*

\*\* These meeting minutes were generated with the assistance of artificial intelligence and have been reviewed, edited and approved by Brigham City Staff.