REGULAR SESSION OF THE
BRIGHAM CITY COUNCIL
April 16, 2026
6:00 p.m.

PRESENT:	DJ Bott	Mayor
	Dave Hipp	Councilmember
	Dave Jeffries	Councilmember
	Matthew Jensen	Councilmember
	Ryan Smith	Councilmember
	Robin Troxell	Councilmember
ALSO PRESENT:	Nicole Cottle	City Attorney
	Chris Horsley	Recreation Director
	Tom Kotter	Community and Economic Development Director
	Derek Oyler	City Administrator
	Tyler Pugsley	Power Director
	Kristina Rasmussen	City Recorder
	Chief Reyes	Police Chief
	Jeff Schmitt	Finance Director
	Mike Waite	Public Works Director

Mayor Bott called the meeting to order at 6:00 p.m. The invocation was offered by Bishop Robert Riley of the 16th Ward. The Pledge of Allegiance followed.

CONSENT ITEMS

Mayor Bott introduced two consent items:

1. Approval of the April 2, 2026 City Council Meeting Minutes.
2. Request to write-off utility accounts totaling $3,068.60 due to being sent to collections.

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

PUBLIC COMMENT

There were no public comments.

COUNCILMEMBER COMMENTS

Councilmember Smith – reminded residents that Spring Cleanup ends April 17.

Mayor Bott then asked council to approve moving the discussion item to after the action items. All agreed.

ACTION ITEMS

Consideration to Amend Land Lease Agreement with Verizon Wireless at Pioneer Park
Tom Kotter explained that this item had been discussed previously and relates to an existing cell tower structure installed by Verizon Wireless in 2017 at Pioneer Park. He stated that T-Mobile has submitted a request to co-locate on the existing Verizon structure, which requires a small expansion of the site.

Using visual exhibits, Mr. Kotter showed the location of the tower near the railroad tracks and provided both zoomed-in and zoomed-out views for context. He then reviewed the proposed expansion, explaining that the additional footprint is minimal and identified in the images by staked boundaries. He clarified that the expansion area is approximately 12 by 13 feet and is necessary to accommodate the co-location equipment.

Mr. Kotter further explained that the lease amendment would allow for this expansion and that the additional area would be leased at the same rate as the existing agreement. He emphasized that the City would incur no costs, as Verizon (and its co-locating partner) would be responsible for all improvements.

During Council discussion, several clarifying questions were asked:

- A Councilmember asked whether the expansion shown was simply a fenced area extending to the staked boundaries. Mr. Kotter confirmed that it was, noting that due to elevation differences, the enclosure would include a concrete retaining wall with fencing on top, rather than a standard fence throughout.
- Mr. Kotter clarified that the equipment would be built onto the existing structure, not a separate tower.
- Clarification was requested regarding the lease structure. Mr. Kotter explained that the City's lease remains solely with Verizon, while T-Mobile would co-locate under Verizon's agreement, not through a separate lease with the City.

  MOTION: Councilmember Troxell made a motion to amend the land lease agreement with Verizon Wireless at Pioneer Park as presented. Councilmember Hipp seconded the motion.

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

Consideration of Approval of Façade Grant at 63 S Main Street
Tom Kotter presented the application for the property known as the Knutson Brothers Building, owned by Chad Greer. He noted that although Mr. Greer was not present, he had submitted a request for participation in the program.

Mr. Kotter provided a brief history of the building, explaining it was originally constructed in 1914 by the Knutson Brothers. He noted that the building previously housed the early version of the Chamber of Commerce (then called the Commercial Club) and, for a short time in the 1950s, also housed Thiokol offices while operations were expanding at Promontory. He credited the Brigham City Museum for assisting in gathering historical information and images.

Using historic photos and current images, Mr. Kotter explained that the building's original façade included open upper-story windows and architectural features that have since been covered or altered. He stated that Mr. Greer's proposal is to restore the building's historic character, including reopening long-covered windows and improving the storefront.

He explained that the total project cost is estimated at approximately $1 million, and that the City's façade grant program provides a 50% reimbursement match up to a maximum of $10,000. He stated that the grant is reimbursement-based and requires proof of completed work and payment. Based on the scope of the project, staff anticipates awarding the full $10,000 upon completion.

During Council discussion:

- A Councilmember expressed appreciation for the historical information included in the presentation, noting it was clear and helpful.
- Mr. Kotter added that Mr. Greer has invited Councilmembers to tour the building and view the ongoing renovations. He noted that the upper floor has already been converted into apartments and that tenants are secured for the basement space.
- Councilmembers commented positively on Mr. Greer's previous projects along Main Street, noting the high quality and contribution to the area's appearance.

MOTION: Councilmember Hipp made a motion to approve the Façade Grant at 63 S Main Street as presented. Councilmember Jensen seconded the motion. Motion passed unanimously.

Consideration of Ordinance Amending City Code Title 5, Consolidated Fee Schedule, Regarding Airport, Library, Public Works and Power Fees

Mayor Bott introduced Action Item #3, noting that it would be presented in two parts and relates to updates to the City's consolidated fee schedule. He explained that City Attorney Nicole Cottle would present most of the item, but invited Dave Berg to present the power rate portion first.

Mr. Berg stated that he had previously presented the rate study and was now providing a final recommendation. He began by reviewing the overall context, explaining that Brigham City is anticipating significant growth compared to many other utilities, which is driving the need for major infrastructure investments. He noted that the City's five-year capital improvement plan includes several large projects, including new substations, and that these projects are a primary factor behind the need for rate adjustments.

He explained that under current rates, while revenues are expected to increase due to growth, expenses—particularly wholesale power costs—will also rise. He emphasized that the key concern is not just operating performance, but the long-term impact on reserves. Mr. Berg stated that without rate adjustments, reserve levels would steadily decline and fall well below the City's target.

He summarized that:

- The City's reserve goal is 50% of operating expenses
- Under current rates, reserves would drop to approximately 11%
- This would result in a significant shortfall compared to the City's target

Mr. Berg explained that maintaining reserve levels is the primary driver for the recommended rate increases.

He then outlined his recommendation of 4% annual increases over a four-year period, beginning in fiscal year 2027. He noted that the increases would apply across all customer classes, though the structure varies slightly depending on usage type.

Focusing on residential rates, Mr. Berg explained that the City's tiered summer rate structure is designed to encourage conservation during peak demand periods. He stated that the proposal includes increases to both the monthly customer charge and the energy usage rates, with an effort to balance impacts across different types of users.

He explained that:

- The monthly customer charge would increase by $2 each year
- Lower usage levels would see smaller increases
- Higher usage, particularly over 1,000 kilowatt hours in the summer, would see larger increases

Mr. Berg noted that this approach helps soften the impact on lower-use households while still moving the utility toward a more cost-based rate structure.

Councilmembers asked clarifying questions during the presentation. One Councilmember asked whether the increase to the monthly customer charge was included in the overall 4% increase. Mr. Berg confirmed that it was, explaining that both the customer charge and energy rates together make up the total rate adjustment.

Another Councilmember asked whether the lower usage tier was intentionally being kept lower to reduce the impact on smaller users. Mr. Berg confirmed that this was the intent, noting that the rate design was structured to balance affordability and fairness.

Mr. Berg then reviewed the projected financial outcomes if the proposed rates were adopted. He explained that under the recommendation, operating results remain positive and reserves would return to the City's 50% target by the end of the study period. He acknowledged that projections are subject to change but stated that the recommendation is designed to keep the system financially stable.

The discussion then shifted to the reserve policy. A Councilmember asked whether a lower reserve percentage might be sufficient as the system grows. Mr. Berg explained that reserves function as a form of self-insurance and are critical for responding to unexpected events. He provided examples such as major equipment failures, market volatility, and emergency infrastructure needs, noting that these situations can be extremely costly and require immediate funding.

Staff added that replacing major system components, such as transformers, can cost between $5 million and $8 million and may take years to procure, reinforcing the importance of maintaining adequate reserves.

Councilmembers also discussed the relationship between growth and costs. One Councilmember expressed concern that existing residents may feel they are paying for new growth. Mr. Berg explained that while growth does increase costs, it also increases revenue and is partially offset by impact fees. He added that many system costs are shared across all users, which is typical in utility rate structures.

Staff further noted that projected revenue from growth is expected to exceed the debt service associated with new infrastructure, while also helping maintain reserve levels.

Additional discussion included typical residential usage. Mr. Berg explained that most customers fall within the mid-range of usage, and staff noted that average usage is approximately:

- 843 kWh in July
- 940 kWh in August
- Lower usage during winter months

A Councilmember expressed concern about maintaining competitive rates compared to Rocky Mountain Power. Mr. Berg explained that utilities across the industry are experiencing similar rate pressures due to increasing costs and demand. Staff added that based on comparisons, Brigham City's proposed first-year rates would remain slightly below Rocky Mountain Power during the summer months and lower during non-summer months.

Toward the conclusion of the discussion, Councilmembers asked about implementation. Staff clarified that the ordinance before the Council includes only the first year of the proposed increase. Any future adjustments would require additional Council action, and the four-year plan is intended as a guideline rather than a binding schedule.

Following the discussion on power rates, the Mayor invited City Attorney Nicole Cottle to present the remaining portions of the proposed amendments to City Code Title 5.

Ms. Cottle reminded the Council that Title 5 was recently adopted to consolidate all City fees into a single, transparent location. She explained that at the time of adoption, two sections—airport and library fees—were intentionally left as "reserved" sections, not because fees did not exist, but to allow staff additional time to compile and properly present those fees for Council adoption.

Ms. Cottle explained that the airport fees included in the current ordinance are not new or increased fees, but rather the formal inclusion of existing fees into the consolidated schedule.

She then addressed the library fees, noting that while most of the fees remain consistent with current practice, there are a few minor adjustments. She explained that because these fees had previously been adopted at the library board level rather than by the Council, they are now being formally adopted at the Council level for the first time. As a result, the ordinance does not reflect redline changes in the same way, even though minor adjustments—such as a reduction in the barcode replacement fee—have been made.

Ms. Cottle then reviewed the public works fee updates, explaining that:

- Some changes reflect a reorganization of how the fees are listed, based on staff preference for usability
- Redline strikeouts primarily reflect reordering rather than substantive changes
- A few adjustments were made to better align fees with the actual cost of service

She reminded the Council that under state law, the City is required to base fees on actual costs and cannot charge more than the cost of providing the service. She noted that in many cases, the actual cost to the City exceeds the fees being charged, particularly for smaller service fees included in the consolidated schedule.

Ms. Cottle concluded her presentation by noting that additional fee schedule updates may be brought forward in the coming weeks and invited any questions from the Council.

At that time, staff also identified a correction within the proposed ordinance. It was noted that in Section 5-1-106, Schedule 1 (Residential), Tier 3 incorrectly listed usage as "601 kilowatts and above," and should instead read **"**1,000 kilowatt hours and above**.**" Staff indicated that this correction could be incorporated into the motion.

> **MOTION:** Councilmember Jensen made a motion to approve the Ordinance Amending City Code Title 5, consolidated Fee Schedule, with the one change in the Tier 3 in Schedule 1 to start at 1000 kilowatt hours instead of 601 Kilowatt hours. Councilmember Hipp seconded the motion.
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> **Roll Call:**
> Councilmember Hipp – Aye; Councilmember Jensen – Aye; Councilmember Troxell– aye: Councilmember Jeffries – Aye; Councilmember Smith – Aye

DISCUSSION ITEM

Indoor Recreation Space Needs Presentation
The Mayor turned the time over to City Administrator Derek Oyler **and** Recreation Director Chris Horsley for a presentation regarding recreation programming needs and potential future gym space.

Mr. Horsley thanked the Council for its support of Parks and Recreation and explained that the presentation would summarize 20 years of data showing the City's need for additional gym space. He reviewed trends in gym hours rented from community partners, noting that the City averaged more than 900 hours annually from 2013 to 2017, compared to just 387 hours over the last five years. He emphasized that this was not a criticism of community partners, but rather a reflection of their own growing demands and reduced availability.

Mr. Horsley then reviewed participation trends for indoor programs such as basketball, volleyball, and pickleball, explaining that participation has declined in recent years as access to gym space has decreased. He said the City's participation-to-population ratio has also dropped and noted that, as Brigham City continues to grow, the City risks serving fewer residents simply because it does not have enough space to offer programs consistently.

He explained that limited access has affected practices, staff training, draft nights, and games, sometimes forcing multiple activities into the same time slot. He said that reduced training time can also affect program quality. He noted that several programs have been discontinued because of limited space, including adult basketball, volleyball leagues, youth volleyball, and indoor pickleball.

Mr. Horsley said additional gym space would allow the City to restore programs, expand offerings, and provide more consistent and reliable recreation opportunities. He also highlighted the affordability and community value of City recreation programs compared to more expensive travel leagues and referenced outside research showing that community-based recreation remains the primary way many families participate in youth sports. He added that recreation programs also support physical, mental, emotional, and social health.

Using sample schedules from recent months, Mr. Horsley showed the difference between current space limitations and what programming could look like if the City had its own facility. He concluded that the City's reduced access to gym space has already reduced the level of service Parks and Recreation can provide.

During Council discussion, one Councilmember commented that community recreation plays an important role in the overall health and connection of the community. Councilmember Jeffries said he appreciated the data but wanted future information broken down by specific programs, such as Junior Jazz, rather than combined totals. He said gym space is clearly a factor, but program quality is also important, noting concerns about staffing, supervision, and the experience families have in City leagues.

Mr. Horsley responded that staff has the more detailed program-specific data and could provide it at a future meeting. He also agreed that stronger adult supervision improves quality and said staff would welcome the resources to provide more experienced support in gym settings.

Mr. Oyler then presented two conceptual facility options that could be attached to the existing Recreation Office building at Pioneer Park. He explained that one concept included two full-size courts and six cross courts, with an estimated cost of $12 million, while the other included two full-size courts and four cross courts, with an estimated cost of $9 million. He emphasized that both were preliminary concepts only and that staff was seeking general Council feedback before proceeding further.

Mr. Oyler stated that the City has a possible path forward to build gym space without a general obligation bond and without a property tax increase specifically for construction. Council discussion followed regarding how the project would affect future budgets, including operating costs, maintenance, and public perception. Mr. Oyler explained that while construction would not require a tax increase, operating costs would still need to be evaluated and brought back to the Council in more detail.

Councilmembers discussed the pros and cons of each option. Some preferred the smaller concept because it felt less crowded and more practical, while others supported the larger concept because of projected population growth and the opportunity to plan for the future. Staff noted that the layouts were only conceptual and could be refined, and that the larger space would allow more flexibility for multiple sports and drop-in use.

Questions were also raised about parking, possible partnerships, and whether the public had been surveyed. Staff explained that parking could be expanded as part of the site design, that conversations with potential partners had occurred in the past and may continue, and that while no public survey had been conducted, participation data and reduced program offerings showed there is still clear demand for indoor recreation space.

By the end of the discussion, the Council expressed general support for having staff continue evaluating both concepts and bringing back more detailed information, including engineering, operating costs, and refined design options, before any final decision is made.

At 8:25 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 Jensen.

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

At 8:48 PM The council returned to opened and a motion was made by Councilmember Jeffries to adjourn. Seconded by Councilmember Smith 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 April 16, 2026 City Council Meeting.

Dated this 8th of May, 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.