

**REGULAR SESSION OF THE
BRIGHAM CITY COUNCIL**

May 7, 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:	Zane Billings	Assistant City Planner
	Mark Bradley	City Planner
	Nicole Cottle	City Attorney
	Tom Kotter	Community and Economic Development Director
	Derek Oyler	City Administrator
	Jeremy Poppleton	Assistant Fire Chief
	Tyler Pugsley	Power Director
	Kristina Rasmussen	City Recorder
	Chief Reyes	Police Chief
	Jeff Schmitt	Finance Director
	Brandon Thueson	Fire Chief
	Mike Waite	Public Works Director
	Royce Wilkerson	IT Director

Mayor Bott called the meeting to order at 6:00 p.m. The invocation was offered by Ernie Fonseca, Pastor of Victory Church. The Pledge of Allegiance followed.

EMPLOYEE RECOGNITION

Chief Thueson introduced the employees being recognized, noting that while some had already been serving in their positions for some time, schedules had prevented all participants from previously being sworn in together. He also recognized two promotions within the department. The following employees were introduced:

- Scott Best – firefighter/paramedic and recently promoted engineer
- Nigel Dalton – firefighter/paramedic
- Duncan Steele – firefighter/Paramedic
- Ryan Zook – firefighter/AEMT
- Aspyr Stevens – firefighter/AEMT
- Carsen Matlock – firefighter/AEMT

The employees came forward and participated in the oath of office. Following the oath of office, Assistant Chief Poppleton conducted the badge pinning ceremony. Assistant Chief Poppleton also presented Engineer Scott Best with a new engineer helmet in recognition of his promotion and additional responsibilities within the department.

CONSENT ITEMS

Mayor Bott introduced one consent item:

1. Approval of the April 16, 2026 City Council Meeting Minutes.

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

SCHEDULED DELEGATION

Youth City Council Annual Report

Mayor DJ Bott introduced the annual report presentation from the Brigham City Youth City Council and invited Linda Baugh and Youth City Council members to present highlights from the past year.

The current Youth Mayor thanked the Mayor and City Council for their continued support and shared a slideshow presentation highlighting activities and service projects completed throughout the year.

Youth City Council members discussed participation in several community activities, including the volunteer banquet, Peach Days parade, a tour of the Brigham City Tabernacle, a visit to the Utah State Capitol, bingo fundraisers, Wreaths Across America activities, a senior dinner service project, and the Art on Main event. Members spoke about enjoying opportunities to serve the community, interact with residents, and participate in local events.

Several members discussed the Youth City Council's bingo fundraiser efforts to raise money for additional swings at Snow Park, noting that the events had been successful and well supported by the community.

Ms. Baugh reported that Youth City Council members completed more than 450 hours of community service during the year. She stated that swings for Snow Park had been ordered and recognized support received through a grant from Box Elder County Tourism. Ms. Baugh also thanked co-advisor Katya Hadfield, the Mayor, and the City Council for their continued support of the program.

Mayor Bott thanked the Youth City Council members and advisors for their service, enthusiasm, and contributions to the community.

MAYOR'S 2026-27 BUDGET PRESENTATION

STATEMENT REGARDING A PROPOSED TAX RATE INCREASE

Mayor Bott read in the following statement:

This statement is intended to demonstrate Brigham City's compliance with Utah Code 59-2-919(4)(a)(i) and 59-2-919(4)(b)(ii) as follows:

Brigham City in this public meeting at which its' tentative budget is first presented to the City Council as the governing body of the taxing entity, intends to have an executive officer or budget officer of Brigham City, as the taxing entity, state that the tentative budget includes a proposed tax rate increase and present a property tax impact schedule as defined in Section 59-2-924 and Brigham City in full compliance with 59-2-919(4)(b)(ii) has provided notice for the public meeting described in 59-2-919(4)(b)(i) in accordance with Title 52, Chapter 4, Open and Public Meetings Act including providing the separate item (see below) on the meeting agenda that notifies the public of Brigham City's statement from 59-2-919(4)(b)(i).

STATEMENT REQUIRED BY UTAH CODE 59-2-919(4)(b)(i)

Mayor Bott Read in the following statement:

This Agenda item is intended to demonstrate Brigham City's compliance with Utah Code 59-2-919(4)(b)(i) with the statement as follows:

Brigham City on or after May 1 (in this case May 7, 2026) but on or before June 13, states at this public meeting as follows:

- A. As a fiscal year taxing entity Brigham City is considering levying a tax rate that exceeds the fiscal year taxing entity's certified tax rate; and
- B. the approximate dollar amount of and purpose for additional ad valorem tax revenue that would be generated by the proposed tax rate increase described in (A) is as follows:
 1. \$455,000
 2. To provide funding for various city positions.
- C. The approximate percentage increase in ad valorem tax revenue for the fiscal year taxing entity based on the proposed tax rate increase described in Subsection (A) is 12.93%, and
- D. That if the fiscal year taxing entity proceeds with the proposed tax rate increase, the fiscal year taxing entity will provide notice of and conduct a public hearing, as required by Subsection (4)(c), at which members of the public will have an opportunity to provide comments on the proposed tax rate increase in compliance with the notice requirements of 59-2-919(6)(b); and
 1. The public hearing is scheduled for August 13, 2026, at 6:00 PM in the Brigham City Council Chambers, located at 20 North Main Street, Brigham City, Utah.

Property Tax Impact Schedule as defined in Utah Code 59-2-924

Mayor Bott read in the following statement:

1. This Agenda item is intended to demonstrate compliance with 59-2-919(4)(a)(i) and 59-2-924(8)(b) by providing a Property Tax Impact Schedule as attached to this Agenda **(it is attached to the end of these minutes)**

Mayor Bott then presented the proposed 2026-27 budget to the Brigham City Council and reviewed the City's budget preparation process. He explained that department heads, Human Resources, the Mayor, City Administrator, and Finance Director begin reviewing personnel adjustments, capital projects, fleet needs, and departmental requests early in the year before recommendations are compiled into the proposed budget. He emphasized that the budget presented to the Council was a proposed budget that would still undergo Council review and possible revisions.

Mayor Bott stated that many requested projects and purchases had been removed from consideration before the proposed budget was brought to the Council, including approximately \$443,000 in facility fund projects, \$1.3 million in fleet purchases, and approximately \$26.5 million in capital projects that staff determined were lower priority items.

Mayor Bott reviewed several proposed capital and operational priorities included in the budget, including:

- 7 Million for Completion of the Forest Street overpass project
- 1.75 Million bridge widening improvements at 1200 West and 600 North
- 1 Million in storm drain improvements
- Property acquisition for future park development
- 500,000 funding for future fire station land acquisition
- 700,000 funding for a future fire training facility

He also noted that previously approved electrical rate increases were already incorporated into the budget and stated that proposed water rate increases were included to address ongoing infrastructure, equipment, and operational costs.

Mayor Bott then presented information regarding the proposed truth-in-taxation increase, stating that the proposal would generate approximately \$455,000 in additional property tax revenue, representing a 12.93% increase. He reviewed estimated impacts to residential and commercial property owners and stated that the proposed increase would primarily support personnel and operational needs within the City.

The Mayor reviewed several proposed operational impacts associated with the proposed tax increase, including:

- Funding for a future full-time City Attorney position following the anticipated conclusion of the City's contract with Nicole Cottle
- Additional temporary staffing within the Parks Department to improve park maintenance and upkeep
- Funding for an administrative sergeant position within the Police Department to assist with administrative, IT, and operational responsibilities, along with wage adjustments for animal control staff

Mayor Bott expressed appreciation for City staff, department directors, and Ms. Cottle for their contributions throughout the budget preparation process.

Following the presentation, the Council discussed scheduling future budget work sessions. The Council scheduled work sessions for May 21, 2026, prior to and following the regular Council meeting, with proposed discussion topics to include water rates and capital projects. Councilmembers also discussed holding an additional budget work session on May 28, 2026, and requested additional information from staff regarding personnel-related budget requests and historical department data.

PUBLIC COMMENT

Julianna Larson - expressed concerns regarding the proposed budget, utility rate increases, and the proposed property tax increase. She questioned how utility fund revenues and transferred funds were being utilized and stated that the public needed clearer explanations regarding City spending and financial decisions.

Donovan Malone - questioned discussions regarding a potential recreation center and asked for clarification regarding statements that funding for a recreation facility was available within the current budget. He referenced previous discussions regarding estimated project costs and expressed opposition to additional property tax increases if recreation center funding was available. Mr. Malone also asked whether data regarding junior jazz participation had been provided to the Council and encouraged the City to explore a recreation partnership with the Box Elder School District and local businesses rather than constructing a separate recreation facility at Pioneer Park. (Mr. Malone's full written statement is attached to the back of the minutes)

Caleb Barker - commented on continued residential growth and higher-density housing developments within the community. He questioned whether ongoing growth was beneficial to Brigham City and stated concerns regarding the long-term impacts of increased density, infrastructure expansion, and additional taxation. Mr. Barker also expressed concern that smaller housing developments could negatively impact the community character and neighborhood atmosphere within the city.

Jim Fuller - addressed the Council regarding recreation facilities and recreation funding. He stated that recreation programs historically had not been expected to fully pay for themselves and emphasized the importance of cooperation and partnerships when developing recreation opportunities. Mr. Fuller referenced previous successful community projects, including the swimming pool and golf course, and encouraged the City to explore partnerships with the school district and private entities before pursuing a standalone recreation center project. He also cautioned the Council regarding tax increases and public perception related to large capital expenditures.

Larry Hannigan - echoed comments made by Mr. Fuller and encouraged the Council to consider the ideas and concerns that had been presented. Mr. Hannigan also commented on audio quality issues experienced while watching City Council meetings on YouTube and suggested improvements to the meeting audio system.

Terry Moore - spoke about changes she had observed in the community over the past several decades and expressed concerns regarding water rates, neighborhood upkeep, and property maintenance. She stated that increasing water costs had negatively impacted residents' ability to maintain lawns and properties and expressed concern about neighborhood deterioration in some areas of the city. Ms. Moore also commented on local economic development, changes to businesses along Main Street, and the long-term impacts of business relocations and vacant properties within the downtown area.

COUNCILMEMBER COMMENTS

Councilmember Hipp – thanked residents for attending and participating in the meeting. He acknowledged that recent public discussions throughout the county had been contentious at times but stated that differing opinions were important and valuable. Councilmember Hipp encouraged residents to continue sharing concerns and comments with the Council and reminded the public that Councilmembers could be contacted individually through the City website, email, or phone.

Councilmember Troxell – thanked attendees for participating and encouraged residents to attend upcoming budget work sessions. She clarified that the Council had only recently received the proposed budget and had not yet made any decisions regarding its adoption. Councilmember Troxell also addressed discussion surrounding a possible recreation center, stating that prior public comments she had made reflected her personal opinion that proceeds from recreation-related property sales should remain dedicated to recreation purposes. She emphasized that no final decisions regarding a recreation center project had been made by the Council or administration and encouraged residents to communicate directly with Councilmembers regarding questions or concerns.

Councilmember Smith – commented on recent Brigham City Area Chamber of Commerce activities. He noted that Peach Days booth applications had filled quickly and shared appreciation from Dave Walker for the City's support of the upcoming Art on Main event. Councilmember Smith also encouraged residents to attend upcoming budget work sessions and stated that the work session format allowed for additional dialogue and clarification between the Council and the public.

Councilmember Jensen – expressed appreciation for the respectful tone of the meeting and acknowledged that discussions regarding taxes and budgets were difficult because they affected all residents, including Councilmembers themselves. He encouraged continued public participation and invited residents to share ideas, concerns, and feedback regarding the budget.

Councilmember Jeffries – reiterated that the budget presentation marked the beginning of the Council's review process and encouraged residents to attend work sessions to better understand how budget discussions and decisions occur. He stated that the Council's responsibility was to make decisions that

would best serve the community and encouraged ongoing communication with residents throughout the process.

Mayor Bott - inviting residents to organize smaller community meetings with City staff and the Mayor to discuss questions and concerns regarding City operations, budgeting, and future planning. He explained that such meetings could allow for more detailed discussion and context while still complying with Open and Public Meetings Act requirements. Mayor Bott also expressed appreciation for City staff and department heads, noting their commitment to the community and the demands of public service. He thanked those in attendance for participating in the meeting and encouraged continued public involvement as the budget process moved forward.

ACTION ITEMS

Consideration of Approval of Brigham City School Subdivision Preliminary & Final Plat Located at 650 South and 1200 West

City Planner Mark Bradley presented the application and explained that the subdivision was located within the previously approved Avian Shores planned development area and included the existing sports complex property. He stated that the proposal consisted of a five-lot subdivision, including:

- Lot 1 – future elementary school site
- Lot 2 – existing and future sports complex area
- Lots 3, 4, and 5 – future development areas

Mr. Bradley explained that the Avian Shores development plan had anticipated future school or church uses and therefore did not require an amendment to the planned development approval.

Mr. Bradley stated that Planning Commission discussion included concerns regarding roadway access and whether a more direct route should be provided from 525 South to the sports complex. During Council discussion, it was noted that Lot 2 included additional undeveloped property west of the existing sports complex that could accommodate future expansion, including additional soccer fields and parking. He also commented that roadway designs with additional turns could help slow traffic within future residential and school areas surrounding the development.

Discussion also included the following roadway and access considerations:

- Future roadway connections would be established through Lots 4 and 5
- The future 550 South connection could shift slightly north or south during future platting
- The existing sports complex access road would eventually be replaced through future development connections
- Additional roadway access points would connect through the Spring Creek subdivision area

Councilmembers expressed appreciation for the City's coordination with the Box Elder School District to preserve land for a future elementary school site and stated that the effort demonstrated long-term planning for future growth.

MOTION: Councilmember Troxell made a motion to approve the Brigham City School Subdivision Preliminary & Final Play Located at 650 South and 1200 West 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 Sandpiper Meadows Subdivision preliminary plat located at approximately 250 South and 1200 West

City Planner Mark Bradley presented the application and explained that the subdivision was part of the previously approved Avian Shores planned development project. He noted that the applicant was requesting approval for only Phases 1 and 2 of the overall Sandpiper Meadows development area. Mr. Bradley also introduced Garth Day of Heritage Land Development, who was present representing the development group.

Mr. Bradley explained that the proposed preliminary plat for Phases 1 and 2 included:

- 54 townhome units
- 55 single-family residential lots
- Lot sizes generally ranging from approximately 3,500 to 5,000 square feet
- A public park area replacing a previously anticipated storm basin area
- Public trail connections through the development
- A mixture of housing types intended to create a diverse neighborhood design

Mr. Bradley stated that the townhomes were proposed along 1200 West with open-style fencing and landscaping treatments intended to create a more open appearance along the roadway corridor rather than solid backyard fencing. He also reviewed proposed setbacks and architectural concepts included within the development packet.

Discussion also included several project design features and future development considerations, including:

- Larger estate-style lots proposed farther west within future phases of the Avian Shores development
- Public trail connectivity and park access throughout the subdivision
- Decorative fencing, gabion columns, and wayfinding features along 1200 West
- Future roadway connections and traffic-calming street layouts
- Future patio home and age-oriented housing concepts within later phases of the overall development

Mr. Day explained that future lot sizes within the broader Avian Shores development would generally increase farther west as terrain conditions changed and development intensity decreased. He stated that the overall development remained subject to the maximum approved density established within the planned development zoning.

MOTION: Councilmember Hipp made a motion to approve the Sandpiper Meadows Subdivision Preliminary Plat located at approximately 250 South and 1200 West as presented. Councilmember Jeffries seconded the motion.

Roll Call:

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

Consideration of Approval of Heron Ridge Subdivision Preliminary Plat located at Approximately 660 South and 1225 West

Assistant City Planner Zane Billings presented the application and explained that the Heron Ridge subdivision was located within the Avian Shores planned development area south of the sports complex property. He stated that the original concept included:

- 40 townhome units
- 23 single-family residential lots

Mr. Billings explained that after additional staff review and design discussions with the developer, the townhome portion of the project was being removed from the current application and would return at a later date as a redesigned proposal. As a result, the Council was only considering approval of the single-family residential portion of the subdivision.

Mr. Billings explained that the redesign request primarily resulted from concerns regarding pedestrian safety and trail connectivity within the development. He noted that several public trail systems were planned throughout the Avian Shores development area and staff had concerns regarding the original townhome layout adjacent to those trail corridors. Discussion included:

- Relocation of one planned trail corridor to the opposite side of the residential lots
- Concerns regarding front-loaded townhomes adjacent to heavily used pedestrian trails
- Potential driveway and pedestrian conflicts near the proposed trail system
- Future redesign of the townhome area to better address safety and circulation concerns

Mr. Billings also reviewed conceptual renderings showing a future large public park area and trail system connections planned within the broader development area, along with architectural renderings of proposed housing styles.

During Council discussion, Councilmembers requested clarification regarding whether the approval applied only to the single-family lots. Mr. Billings confirmed that the application before the Council only included approval of the 23 single-family residential lots and that any future townhome proposal would require a separate application and future City Council approval.

MOTION: Councilmember Troxell made a motion to approve the Heron Ridge Subdivision Preliminary Plat located at approximately 660 South and 1225 West as presented. Councilmember Smith seconded the motion.

Roll Call:

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

Consideration of Approval of Interlocal Agreement with Box Elder School District

Police Chief Chad Reyes presented the agreement and explained that it was primarily a renewal of the City's existing agreement with the school district to share costs associated with school resource officers. He stated that the updated agreement extended the renewal period from annual approval to a five-year term and noted that no substantive language changes had been made to the agreement.

Chief Reyes explained that the agreement continued the existing cost-sharing arrangement between the City and school district for wages, benefits, uniforms, and other fully burdened costs associated with the school resource officer positions.

MOTION: Councilmember Jensen made a motion to approve the Interlocal Agreement with Box Elder School District as presented. Councilmember Jeffries seconded the motion.

Roll Call:

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

Consideration of Approval Of Ordinance for New City Code Title 3

City Attorney Nicole Cottle presented the ordinance and explained that the proposal was part of the City's ongoing comprehensive code review process. She stated that the ordinance reorganized code sections related to police, fire, and emergency management into a dedicated Title 3 Public Safety section of City Code.

Ms. Cottle explained that the majority of the proposed changes involved:

- Reorganization and renumbering of existing code sections
- Updating code references for consistency with state and federal requirements
- Creating a more logical and user-friendly code structure
- Consolidating public safety-related regulations into a single title

Ms. Cottle noted that the Council had discussed two substantive policy items during the earlier work session, including:

- Regulations related to cryptocurrency or virtual currency ATMs
- Revisions related to discharge of weapons provisions within City Code

She also explained that a cross-reference matrix had been included within the packet materials to assist with identifying where previously existing code sections had been relocated within the new Title 3 structure.

During Council discussion, Mayor DJ Bott clarified that any motion should specifically include the virtual currency and discharge of weapons sections discussed during the work session. Ms. Cottle confirmed that aside from those items and general cleanup revisions, the ordinance primarily involved reorganization rather than major policy changes.

MOTION: Councilmember Smith made a motion to approve ordinance amending Brigham City Code by repealing all applicable codes related to public safety and reacting them as Title 3, including number 15 – Virtual Currency and 3-1-105-1 – Discharge of Weapons. Councilmember Hipp seconded the motion.

Roll Call:

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

At 8:11 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 Hipp.

Roll Call:

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

At 8:58 PM The council returned to opened and a motion was made by Councilmember Smith to adjourn. Seconded by Councilmember Jeffries 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 May 7, 2026 City Council Meeting.

Dated this 26th 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.