WORK SESSION OF THE
BRIGHAM CITY COUNCIL
May 21, 2026
6:45 p.m.

PRESENT:	DJ Bott	Mayor
	Dave Jeffries	Councilmember
	Matthew Jensen	Councilmember
	Ryan Smith	Councilmember
	Robin Troxell	Councilmember
EXCUSED:	Dave Hipp	Councilmember
ALSO PRESENT:	Chris Howard	Police Commander
	Tom Kotter	Community and Economic Development Director
	Derek Oyler	City Administrator
	Tyler Pugsley	Power Director
	Jeff Schmitt	Finance Director
	Brandon Thueson	Fire Chief
	Mike Waite	Public Works Director

The Property ax Impact Schedule was noticed on the work session agenda and is included at the end of these minutes

Mayor DJ Bott stated the Council would reconvene into the continued work session regarding the interim budget and property tax impact schedule. Mayor Bott noted that Mayor Pro Tem Hipp and City Attorney Nicole Cottle were unable to attend. Councilmembers agreed to continue discussion regarding capital projects before returning to additional utility and water-related budget discussions.

City Administrator Derek Oyler reviewed proposed capital projects included within the Mayor's FY 2026–2027 budget. Mr. Oyler explained the projects span multiple City funds and revenue sources, including the general fund, airport fund, utility funds, grants, bond proceeds, and enterprise funds. He noted projects under $100,000 were omitted from the discussion list for efficiency purposes, though they remain included within the complete budget documents provided to the Council.

Airport Projects

Mr. Oyler began by reviewing airport-related projects and grants. He explained the R5 connector taxiway project would create additional space north of the existing hangar area for future hangar development. Mr. Oyler stated there is currently a significant waiting list for hangar construction and additional aviation-related development at the airport.

Discussion also addressed the planned expansion of the Snow Removal Equipment (SRE) building. Mr. Oyler explained the addition would create space for future storage of a replacement ARFF airport fire truck and additional airport operations equipment. He noted the current airport fire truck dates back to the 2002 Winter Olympics era and eventually needs replacement. Mr. Oyler stated the project is partially tied to proceeds received from the prior sale of a large airport hangar asset.

Cemetery Perpetual Care

Mr. Oyler reviewed the Cemetery Perpetual Care fund and explained the City continues annually budgeting those funds in anticipation of future cemetery expansion opportunities. He stated the City intends to continue evaluating adjacent property acquisitions as they become available in order to preserve long-term cemetery expansion capacity.

Fire Department Training Facility

Discussion then shifted to proposed fire department capital projects, including the proposed fire training facility. Mr. Oyler explained the project had been discussed for many years and would consist of a prefabricated training structure assembled on existing City property. He stated the facility would provide realistic hands-on training opportunities for firefighters in a controlled environment.

Fire Chief Brandon Thueson explained the department currently has limited opportunities for practical, real-world training exercises and often relies on temporary opportunities in donated structures or mobile training units provided by the Utah Fire and Rescue Academy. He noted the department had recently been fortunate to utilize several homes for hands-on training but stated those opportunities are inconsistent and infrequent.

Chief Thueson explained the proposed facility would allow firefighters to train for scenarios that cannot effectively be replicated at the fire station, including:

- Roof ventilation operations.
- Forced entry exercises.
- Stairwell and rooftop operations.
- Live fire training exercises.
- Firefighter rescue and mayday response scenarios.
- Multi-agency drills.
- Nighttime training operations.

Chief Thueson stated the proposed structure would meet NFPA standards for live fire training and safety compliance. He also explained the City currently receives no ISO credit for a training facility because a compliant multi-story structure is required to receive evaluation points in that category.

Chief Thueson explained that while improved ISO ratings could potentially help lower insurance rates, his primary concern remained firefighter safety and preparedness. He discussed the importance of providing firefighters with realistic skill-based training rather than relying heavily on classroom or video-based instruction.

Extensive discussion followed regarding public safety expenditures, long-term capital priorities, and balancing infrastructure investments with property tax concerns. Questions were raised regarding whether regional partnerships or shared facilities with surrounding communities could reduce costs associated with the proposed training tower.

Chief Thueson and Mr. Oyler explained:

- Previous discussions regarding regional partnerships had not resulted in a workable long-term solution.
- Prior county training facilities are no longer available.
- Transporting crews to distant training facilities would significantly increase overtime and staffing costs.

- Off-site training reduces emergency response availability while personnel are outside the community.
- Local access to training facilities allows firefighters to remain available for emergency calls while training.

Mayor Bott stated the project had been discussed and deferred for many years and expressed concern about continuing to postpone the need. He stated the training facility was included in the Mayor's budget because he believed the City should move forward with the project rather than continuing to delay it.

Additional discussion addressed the distinction between one-time capital expenditures and ongoing operational expenditures associated with the proposed Truth in Taxation increase. Mr. Oyler clarified that the proposed training facility would be funded using one-time general fund balance dollars rather than ongoing property tax revenues. He further explained that the proposed Truth in Taxation increase was intended to support ongoing personnel-related costs, including staffing needs, rather than one-time capital projects.

Discussion also addressed future fire station needs identified in the City's fire station master plan. Mr. Oyler noted the proposed budget included funding for future property acquisition for an additional fire station site as the community continues to grow.

Library Projects

Mr. Oyler reviewed proposed Carnegie Library exterior improvements. He explained the project would remove deteriorating exterior planter areas that had caused ongoing water damage issues around the building. Planned improvements include removal of the planters, replacement concrete work, and related exterior improvements intended to improve accessibility, drainage, and long-term maintenance conditions around the library facility.

Streets, Sidewalks, and Transportation Projects

Mr. Oyler reviewed several street and transportation projects, including the 1200 West / 600 North bridge widening project funded primarily through Wasatch Front Regional Council grant funding. Staff explained the City intentionally delayed the project until completion of the overpass project to avoid simultaneously restricting major traffic routes surrounding the area.

Additional transportation and sidewalk projects discussed included:

- Discovery Elementary sidewalk improvements funded through a UDOT Safety Sidewalk Grant.
- Ongoing citywide sidewalk repairs and trip hazard mitigation.
- Previous sidewalk improvements near Golden Spike Elementary.
- Continued golf course cart path replacement projects funded through golf course revenues.

Public Works Director Mike Waite explained most sidewalk repair funding is currently directed toward immediate safety concerns and point repairs throughout the community because available funding is insufficient to reconstruct large continuous sections of sidewalk.

Mr. Oyler noted Discovery Elementary continues experiencing increased activity and enrollment growth and explained the City pursued the sidewalk safety grant because portions of the west side of Fifth West near the school currently lack sidewalks.

Utility Fund Projects

Discussion then shifted to utility fund capital projects. Mr. Oyler and Assistant City Manager/Public Power Director Tyler Pugsley reviewed several electric utility projects, including relocation of the power line through the Staker-Parson gravel pit area. Staff explained Rocky Mountain Power would share approximately half of the construction costs associated with the project due to existing pole attachment agreements.

Discussion also included:

- Delays associated with obtaining federal permits for the relocation project.
- Long lead times for specialized utility structures and equipment.
- Ongoing work associated with the 46 KV loop line project.
- Completion of portions of the West Forest line extension.
- Continued replacement of aging commercial electric meters and CT equipment.
- Grid resiliency grant projects funded through the Department of Energy and UAMPS.
- Purchase of an underground utility cable puller to improve efficiency in new subdivisions and utility installations.

Mr. Oyler also reviewed the City's fleet fund structure and clarified that new equipment purchases are initially funded directly by the department requesting the equipment before later being transferred into the fleet replacement program for long-term replacement funding.

Mayor Bott clarified that the proposed tree trimming truck and related utility employees had previously been approved through electric utility rate increases adopted by the Council and were not connected to the proposed property tax increase. Staff further clarified that additional temporary parks staffing proposed through the Truth in Taxation process was separate from the utility department positions.

Sewer and Storm Drain Projects

Mr. Oyler reviewed sewer utility projects, including upgrades to the Procter & Gamble lift station associated with expansion at the Procter & Gamble facility. He explained the City would complete the infrastructure work while costs would ultimately be reimbursed by Procter & Gamble because the infrastructure remains part of the City's sewer system.

Staff also reviewed the City's sewer point repair program utilizing SDR sonar technology to proactively identify weaknesses within sewer infrastructure before failures occur. Mr. Oyler explained the technology allows staff to identify:

- Pipe defects and structural weaknesses.
- Tree root intrusion.
- Pipe bellies and settlement issues.
- Service connection problems.
- Areas likely to experience future failures or backups.

Staff noted the City now evaluates approximately one-third of the sewer system annually using the technology and prioritizes repair locations based on collected data. Mr. Oyler stated the City has significantly reduced sewer backup incidents and liability claims since implementing the program.

Water Rates and Property Tax Discussion Continued from 5:00 PM Work Session

Discussion continued regarding proposed water rate adjustments and long-term infrastructure funding needs. Councilmember Smith asked for clarification regarding the previously discussed annual funding shortfall for water infrastructure replacement and capital improvements. City Administrator Derek Oyler explained that the Mayor's proposed budget included a $30 residential base water rate and approximately $1 million annually available for waterline replacement and capital projects, which is substantially more annual replacement funding than the City has historically maintained.

Staff explained that reducing the proposed water rate increase would directly reduce available funding for infrastructure replacement projects, while increasing rates would provide additional funding for aging water system improvements. Discussion also addressed maintaining flexibility within the capital budget to respond to infrastructure emergencies and changing priorities throughout the year.

Councilmembers reviewed potential adjustments to the City's tiered water rate structure, including changes to:

- Residential base fees.
- Tiered overage rates.
- Higher usage tiers for large-volume users.
- Projected revenue impacts associated with different scenarios.

Staff explained that increases to the base fee generate substantially more revenue because most customers remain within the lower usage tiers.

Discussion then shifted to utility transfers and the overall impact of utility and property tax increases on residents. A resident expressed concern regarding the cumulative financial impact of increasing utility rates, property taxes, fuel costs, and other expenses, particularly for residents on fixed incomes. Mr. Oyler explained that the Mayor's proposed budget included approximately $850,000 transferred from the water fund to the general fund to help offset general governmental costs associated with supporting utility operations throughout the community.

Councilmember Jeffries stated he remained concerned about considering both significant utility increases and a proposed property tax increase during the same budget cycle. He encouraged continued review of potential reductions to minimize the overall financial burden on residents while still maintaining essential services.

Councilmember Jensen also explained that the proposed FY 2026–2027 budget included increasing the utility transfer rate from 12% to 13.5%, and noted that reducing the transfer rate would leave additional funds within the utility system but would require offsetting reductions elsewhere in the general fund budget or increased property tax revenue.

Additional discussion clarified that most general fund capital projects are funded through one-time reserves or fund balance dollars rather than recurring property tax revenue, while utility capital projects are primarily funded through utility revenues.

Councilmembers also discussed scheduling additional work sessions to discuss personnel and proposed property tax increase. June 4, 2026 was set for the next budget work session.

The undersigned duly appointed Recorder for Brigham City Corporation hereby certifies that the foregoing is a true, accurate and complete record of the May 21, 2026 City Council Work Session

Dated this 5th^{h} of June, 2026.

Kristina Rasmussen

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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.

PROPETY TAX IMPACT SCHEDULE

Pursuant to 59-2-919(4)(a)(i) and 59-2-924(8)(b), the proposed tax rate increase is summarized as follows:

Revenue Impact

- Estimated additional property tax revenue: $455,000
- Percentage increase in total property tax revenue: 12.93%

Taxpayer Impact

- Average residential property ($400,000):
  - Prior year tax: $370.80
  - Proposed tax: $418.76
  - Annual Increase: $47.96
  - Percentage Increase: 12.93%

- Average commercial property ($1,200,000):
  - Prior year tax: $2,022.31
  - Proposed tax: $2,283.87
  - Annual Increase: $261.56
  - Percentage Increase: 12.93%

Departmental Budget and Operational Impact
The proposed tax rate increase will impact the following departments:

Mayor's Office
Budget Impact ($140,000): This change is attributable to personnel costs associated with transitioning from a contracted attorney to a full-time City Attorney position, including wages and benefits that were not previously provided under the contract arrangement.

Operational Impact: Approval of the proposed tax rate increase will allow the City to maintain consistent legal services following the anticipated conclusion of the current contract. While the City has greatly benefited from a highly effective contracted attorney, the transition to a full-time City Attorney is intended to provide dedicated, on-site legal support and ensure continuity of services moving forward.

A full-time attorney will offer increased day-to-day availability, more direct integration with City staff and operations, and the ability to provide timely review of contracts, ordinances, and policies. This position will also support ongoing legal needs related to economic development, personnel matters, and regulatory compliance.

Without the proposed increase, the City would need to secure alternative contracted legal services, which may result in variability in availability, higher hourly costs over time, or reduced consistency depending on the provider.

Parks Department
Budget Impact ($110,000): This change is due to increased temporary wage costs to address seasonal staffing needs and rising service demands.

Operational Impact: Approval of the proposed tax rate increase will allow the department to enhance service levels by adding temporary staff to better maintain the City's parks system. This includes improved mowing schedules, landscaping, cleanliness, and overall park appearance. Additional staffing will help the department keep pace with increased usage and expectations as the City continues to grow.

Without the proposed increase, the department would likely continue to fall behind on routine maintenance and upkeep, resulting in declining park conditions, reduced aesthetic quality, and potential impacts to public use and community satisfaction.

Police Department

Budget Impact ($205,000): This increase is driven by personnel costs related to adding an Administrative Sergeant position, as well as market-based wage adjustments for animal control officers and staff.

Operational Impact: Approval of the proposed tax rate increase will allow the department to enhance service levels by adding an Administrative Sergeant to oversee animal control, school crossing guards, IT functions, and key administrative responsibilities, including policy updates and accreditation standards. Adjustments to animal control wages will help the City remain competitive in the labor market and support retention of qualified staff. These changes will improve overall operational efficiency and allow sworn officers to focus more directly on core public safety duties.

Without the proposed increase, the department would likely need to delay or forego adding the Administrative Sergeant and may face challenges in retaining animal control staff, resulting in continued strain on existing personnel and reduced capacity to effectively manage administrative and support functions.