

**REGULAR SESSION OF THE
BRIGHAM CITY COUNCIL**

May 21, 2026

6:00 p.m.

PRESENT:	DJ Bott	Mayor
	Dave Jeffries	Councilmember
	Matthew Jensen	Councilmember
	Ryan Smith	Councilmember
	Robin Troxell	Councilmember
 EXCUSED:	 Dave Hipp	 Councilmember
 ALSO PRESENT:	 Mark Bradley	 City Planner
	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

Mayor Bott opened the meeting at 6:00 and gave the opening prayer. The Pledge of Allegiance followed.

LAKEVIEW STUDENT AWARDS

Mayor DJ Bott introduced the Mayor's Presentation recognizing students from Lakeview Elementary School who had earned Citizenship Certificates.

SCHEDULED DELEGATION

Report on Progress of Let Freedom Ring 250 Celebration

Sharilee Griffiths provided an update regarding the "Let Freedom Ring 250" celebration initiative and invited the public to participate in the program through the GooseChase mobile application. Ms. Griffiths explained that the initiative is a statewide effort focused on strengthening families and communities through family-centered activities and experiences.

Ms. Griffiths stated that because of the involvement of the Box Elder Safe Community Coalition and the Discovery Family Coalition, Brigham City has its own local "hub" within the statewide program. She explained this allows Brigham City to include local activities and events in addition to the statewide activities already available through the program.

Ms. Griffiths encouraged residents to download the GooseChase app and search for the Brigham City hub using the code "Freedom 250 BC." She reviewed several examples of family "adventures" available through the program, including activities designed to promote kindness, family interaction, tourism, creativity, and positive communication. One example discussed during the meeting was the "250 Smiles" activity, which encourages families to intentionally smile and interact positively with others throughout the day and later discuss the experience together.

Ms. Griffiths also explained that many local America 250 events and activities would be incorporated into the Let Freedom Ring 250 program, including upcoming Brigham City activities and community events.

She noted the initiative is serving as the City's "summer passport" program this year and information was being distributed through local schools and community partners.

Additional discussion included:

- Collaboration with the Box Elder School District and local schools.
- Participation in Art on Main and other community events.
- Support from the Chamber of Commerce and local businesses.
- Partnerships with Promontory School and other organizations.
- Prize incentives for participating families through earned points in the GooseChase app.
- Opportunities for businesses and community members to support the program through sponsorships, prizes, funding, and promotional efforts.

EMPLOYEE RECOGNITION

Mayor DJ Bott announced that Brigham City had hired approximately 110 seasonal employees for the summer to support operations at the pool, recreation programs, parks, and cemetery divisions. Mayor Bott also recognized Mr. Manship, who was present in the audience, and acknowledged his recent appointment to the Library Board.

CONSENT ITEMS

Mayor Bott introduced two consent items:

1. Approval of the May 7, 2026 Work Session and City Council Meeting Minutes.
2. Request to write-off utility billing accounts due to bankruptcy or collections.

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

PUBLIC COMMENT

There was no Public Comment

COUNCILMEMBER COMMENTS

Councilmember Jensen – noted the park is nearly full every evening and expressed appreciation for seeing residents actively using the City's recreational facilities.

Councilmember Troxell – reported on a recent Library Board meeting and noted the library has scheduled numerous summer programs and reading activities for youth and families. She stated the library experienced significant success with reading groups during the previous year and plans to expand some programs to include parent participation. Councilmember Troxell expressed appreciation for the opportunities the library provides for children and families throughout the day and evening.

Councilmember Smith – reported that several Councilmembers recently attended the Police Department banquet. He stated it was valuable to spend time with members of the Police Department and hear about the positive work officers are performing within the community. Councilmember Smith also reminded residents about the upcoming Art on Main event and encouraged the public to attend and enjoy the artwork, activities, and displays along Main Street.

City Administrator Derek Oyler - provided updates regarding several City projects and infrastructure improvements. Mr. Oyler reported that asphalt had been placed on both sides of the bridge project and construction of one parapet wall was still ongoing. He stated the project was progressing well and staff hoped the bridge would be completed by Peach Days or sooner. Mr. Oyler also noted that culinary water connections in Mantua had recently been restored and tied back into the system, improving the City's water supply capacity heading into the higher summer usage season.

Mr. Oyler further reported that conduit installation work for the peaking plant project had largely been completed and preparations for the foundation work were underway. Additional discussion noted that the new Core Substation had recently been energized and was operational.

Mayor Bott - commented that several residents had expressed appreciation for the appearance of the overpass project after the bridge deck had been completed, noting that the finished structure appeared less visually imposing than many had anticipated. Councilmember Jensen also commented positively on the improved driving surface.

Councilmember Jensen asked about public access to the swimming pool during ongoing bridge construction activities. Mr. Oyler explained that access to the pool would be opened prior to the pool's scheduled opening. He stated temporary closures could still occur periodically over the next several weeks as sidewalks and related improvements are completed, but the public would continue to have access to the facility.

Mayor Bott concluded by recognizing the upcoming Memorial Day weekend and encouraged residents to remember those who sacrificed for the country. He also complimented the appearance of the cemetery and recent slurry seal improvements to the cemetery roads, noting that residents had already expressed appreciation for the improvements and overall maintenance of the cemetery grounds.

BUDGET DISCUSSION ITEM

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

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 DJ Bott explained that during the prior Council meeting, technical issues with his computer prevented completion of several final slides associated with the FY 2026–2027 budget presentation. Mayor Bott stated he wanted to review the remaining slides to ensure full transparency regarding the proposed budget. He also noted that references on the agenda regarding the publishing of the Property Tax Impact Schedule were included to comply with Utah State Code requirements previously read during the earlier meeting.

Mayor Bott reviewed additional budget presentation slides beginning with public safety expenditures for the FY 2026–2027 budget year. He noted that public safety expenses continue to increase and stated that the Police Department is currently fully staffed while the Fire Department remains short one employee.

Mayor Bott then reviewed an executive overview of City funds and expenditures. He explained that:

- Utility funds account for approximately 49.1% of the City budget.
- The General Fund accounts for approximately 45.1%.
- Remaining allocations include the airport, golf, capital projects, and debt service funds.
- The total proposed budget is approximately \$89,916,854.

Mayor Bott clarified that grant funding and bonded project funds are included within the overall budget figures as required under state budgeting practices and explained that those amounts will decrease as projects are completed and funds are expended.

Additional slides reviewed capital expenditure allocations by department. Mayor Bott noted that street projects account for the largest share of capital expenditures at approximately 31.1%, followed by police, ambulance, and fire services.

Mayor Bott also reviewed the net departmental subsidy to the General Fund and noted increasing expenditures within the Parks Department. He stated that anticipated future Truth in Taxation discussions would likely include consideration of additional staffing resources for parks maintenance and operations to ensure City parks continue to be properly maintained.

Mayor Bott concluded the budget presentation by stating the proposed budget had now been fully presented and formally turned over to the City Council for consideration. He encouraged residents with questions regarding the budget to contact City staff, including the Finance Department, City Administrator Derek Oyler, Community Development Director Tom Kotter, and Finance Director Jeff Schmitt, to schedule appointments for additional review and discussion.

ACTION ITEMS

Consideration of Ordinance Amending Brigham City Code Chapter 156 Zoning to not allow self-service enclosed storage facility and self-service outside storage facility West of 1200 West Street/Watery Lane and clarify that storage of containers, including shipping containers for wholesale or retail sale are not allowed within City Limits

Mark Bradley explained the ordinance amendment was initiated at the request of the Mayor's Office to preserve large industrial areas for manufacturing and employment-generating industrial uses rather than allowing those areas to become dominated by storage facilities. He noted the Planning Commission recommended approval of the ordinance amendment by a 6-0 vote following a public hearing.

Mr. Bradley explained the amendment would prohibit self-service enclosed and outside storage facilities west of 1200 West, including the Watery Lane corridor, and would clarify that storage of shipping containers for wholesale or retail sale would not be permitted within City limits. He further noted that during the Planning Commission public hearing, resident Thomas Peterson suggested the restriction apply to both sides of the 1200 West corridor.

Mr. Oyler stated staff supported extending the restriction to properties abutting both sides of 1200 West. He explained one previously submitted application along 1200 West would still be allowed to proceed because it was vested prior to the proposed amendment.

Mr. Oyler stated staff's concern was preserving industrial areas for larger manufacturing and employment-generating uses, particularly as the City continues investing in utility infrastructure and power capacity on the west side of the community. He emphasized that while additional storage facilities are needed within Brigham City, other locations remain available and more appropriate for those uses.

Council discussion included the potential impact on industrial properties along 1200 West, future growth, and the importance of maintaining industrial corridors capable of supporting manufacturing development and expanding the community tax base. Staff also clarified that some future areas west of Interstate 15 may eventually become appropriate for storage facilities as infrastructure expands farther west.

Mayor Bott emphasized that large manufacturing and industrial developments provide greater support for the community tax base and employment opportunities than large storage developments. He also noted

that no currently approved projects would be negatively impacted by the ordinance amendment because vested applications would still be permitted to proceed.

MOTION: Councilmember Smith made a motion to approve the ordinance amending Brigham City Code Chapter 156 to prohibit self-service enclosed storage facilities and self-service outside storage facilities west of 1200 West/Watery Lane, including properties abutting 1200 West, and clarifying that storage of shipping containers for wholesale or retail sale are not permitted within City limits. Councilmember Jeffries seconded the motion.

Roll Call:

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

Arbor Day Proclamation

Mayor Bott read the proclamation recognizing the importance of trees in reducing erosion, improving air quality, moderating temperatures, providing wildlife habitat, supporting economic vitality, increasing property values, and enhancing the beauty of the community.

The proclamation noted that Arbor Day was first established in Nebraska in 1872 by J. Sterling Morton and has since become an annual observance throughout the nation and world. Mayor Bott proclaimed April 24, 2026, as Arbor Day in Brigham City and encouraged residents to celebrate Arbor Day, support efforts to protect trees and woodlands, and continue planting and caring for trees within the community.

Mayor Bott thanked Public Works Director Mike Waite for bringing the proclamation forward.

At 6:45 PM Councilmember Jeffries made a motion to adjourn and move into a budget work session. The motion was seconded by Councilmember Jensen. Motion passed 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 21, 2026 City Council Meeting.

Dated this 5th of June, 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.



PROPERTY 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,



PROPERTY TAX IMPACT SCHEDULE

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.