HYDE PARK CITY
established in 1860

Mayor - Bryan Cox
City Council - David Fowles
City Council - Stephanie Allred
City Council - Tiffany Atkinson
City Council - Gerald Osborne
City Council - Kirk Brower

Hyde Park City Council / Planning Commission Workshop
113 East Center
Hyde Park, UT 84318

June 10, 2026

The Hyde Park City Council / Planning Commission workshop began at 6:00 and was conducted by Marcus Allton.

City Officials Present: Council members; David Fowles, Tiffany Atkinson, Gerald Osborne and Kirk Brower; Planning Commission members; Melinda Lee, Charlene Williams, Heather Taylor, & Michael Mowes, City Administrator; Marcus Allton, and City Planner; Machael Layton.

Others Present: Representatives from Visionary Homes

The Council and Planning Commission held a workshop to discuss a Development Agreement between Visionary Home and Hyde Park City.

Hyde Park City Council
113 East Center Street
Hyde Park, Utah

June 10, 2026

The Hyde Park City Council meeting began at 7:00 and was conducted by Council member Atkinson.

City Officials Present: Council members; David Fowels, Stephanie Allred, Tiffany Atkinson, Gerald Osborne and Kirk Brower; City Administrator; Marcus Allton, City Recorder, Donja Wright, and NPPD Chief Goodrich.   Mayor Bryan Cox was excused.

Others Present: Thayne Braegger, Kevin Flint, Seth Thompson

Thought / Prayer and Pledge of Allegiance: Council member Allred

Minutes: *Council member Allred moved to approve the minutes from May 13, 2026, City Council and Workshop as amended. Council member Brower seconded. Council members Fowles, Allred, Atkinson, Osborne and Brower voted in favor. The motion carried 5/0.*

Adoption of Agenda:

City Administrator Marcus Allton requested that Action Item 7a — Consider the Development Agreement with Visionary Homes for Aspen Grove Subdivision — be continued to a future meeting, noting that the agreement required additional work following the earlier work session that evening. Visionary Homes also requested that a follow-up work session be scheduled. The Council agreed to tentatively schedule a work session two weeks from the date of the prior work session (June 10), at 6:00 PM, contingent upon Visionary Homes indicating readiness to present revised materials.

Motion to continue the Aspen Grove Development Agreement item to a future meeting was made by Council Member Fowles and seconded by Council Member Osborne. The motion carried unanimously.

Motion to approve the agenda as amended was made by Council Member Fowles and seconded by Council Member Allred. The motion carried unanimously.

Citizen Input
Council member Atkinson opened the floor for citizen input, noting a three-minute limit and explaining that non-agenda items would be referred to staff for response outside the meeting.

No members of the public came forward. The citizen input period was closed.

Council Business

Mayor/Staff/Council Reports

City Administrator Allton highlighted two items from the staff report.
Road Safety: Following a presentation by the Road Safety Committee, Administrator Allton met with Sunrise Engineering to clarify what level of study is required before changing traffic patterns. Sunrise advised that certain recommended changes — specifically updating school zone signage and adjusting the speed limit near Legacy Park — would not require a formal traffic study. The Administrator indicated that Public Works was ready to implement those changes upon Council direction and suggested the Council could make a decision at the meeting or place it on a future agenda. Further discussion was deferred to the Discussion Items portion of the agenda.

Water Rate Study: Administrator Allton reported that following a public comment at a prior meeting requesting a professional engineering-level rate study, staff consulted with Sunrise Engineering, which quoted approximately $10,000–$15,000 for such a study. The Council generally expressed confidence in the internal rate study already completed by the utility clerk and did not direct staff to commission the professional study. Instead, the Administrator was directed to have the utility clerk prepare a written summary of her methodology and research to be presented at the next Council meeting.

Council member Atkinson announced the upcoming Healthy Hyde Park Front Porch Group event on composting and water conservation, scheduled for the following morning, June 11, from 10:00 AM to noon in the City Hall basement.

NPPD Report
Police Chief Goodrich provided updates on several matters.
Deer Herd: A deer trap has been ordered and will be ready for placement on August 1.
E-Bikes: Since the end of the school year, two e-bike riders have evaded officers. The department is tracking these incidents in coordination with Cache County and intends to report data to state legislators.
May 2026 Statistics: The department handled 546 total calls in May, of which 120 were in Hyde Park. Of 324 total traffic stops between North Logan and Hyde Park, 84 were in Hyde Park — 74 resulting in warnings and 10 in citations. Year-over-year, total calls remained consistent with May 2025, while traffic stops increased by 299, which Chief Goodrich characterized as a positive trend in proactive enforcement.
Website Updates: Chief Goodrich demonstrated several new features on the department's website, including an online records request portal, fingerprint scheduling, a voluntary camera registry for homeowners, a public trainings page (including a sextortion awareness training), monthly statistics with interactive pie charts for both Hyde Park and North Logan, and a victim resources page with links to CAPSA, Utah Courts, Safe Harbor, and Cache County Victim Services. A safety exit button was added for victims viewing the page, redirecting to a neutral page if needed. A Spanish/English translation toggle was also added to the site. Chief Goodrich noted that a fraud and elder financial abuse training is in development, and that new state law requires a department detective to be trained in cryptocurrency-related scams.

Action Items

Consider the Wastewater Mater Plan (Seth Thompson from Sunrise Engineering)
Seth Thompson of Sunrise Engineering presented the updated Wastewater Master Plan. He explained that the primary driver for the update was the city's recent zoning changes allowing

higher-density development, which significantly increased projected wastewater flows. Key elements of the presentation included:

- **Data Collection:** Flow data was pulled from two permanent meters on the A line (Hyde Park Lane) and B line (3200 North), supplemented by four temporary meters installed throughout the city and survey data on 39 additional manholes.
- **Growth Projections:** A 6% annual growth rate was assumed from 2026–2036, tapering to 3% from 2036–2046, and 2% thereafter, consistent with historic rates. Infrastructure was sized to accommodate 50-year projections per state requirements, yielding a projected population of approximately 26,000.
- **Capacity Concerns:** The shared outfall line with Smithfield City was identified as the most pressing current capacity issue. Modeling showed conditions worsening by 2036, with the A and B trunk lines beginning to face capacity concerns by 2046.
- **Recommended Capital Improvement Projects:** Projects include replacing the shared outfall line with Smithfield (split into three phases), a new 4400 North line to serve growth in the northeast area of the city, extensions of sewer along Wolfpack Way and 700 East (both 100% impact-fee eligible), and relocation of metering stations westward. Total estimated project cost is $15.7 million, of which approximately $12.4 million is attributable to future development.
- **Proposed Impact Fees:** Single-family: $4,025 (increase of $44); Multifamily: $3,341 (increase of $37). Commercial connections would be assessed using the single-family rate multiplied by equivalent residential units (ERUs).

Administrator Allton noted the city's sewer fund is in sound condition due to long-term saving and prior impact fee collection. Council members asked clarifying questions about the shared outfall line, including whether it would be replaced or paralleled; Thompson indicated a condition assessment, and feasibility analysis would inform that decision.

Motion to adopt the Wastewater Master Plan as presented by Sunrise Engineering was made by Council Member Fowles and seconded by Council Member Brower. The motion carried unanimously.

Public Hearing to take citizen input on amending the fee schedule to modify Building permit fees, Administrative Fees, Sewer Impact Fees, and Land Use Fees.

Administrator Allton summarized the proposed fee schedule amendments prior to opening the public hearing. Changes included updates to building permit fees based on a comparative study of peer municipalities conducted by the building department, updated business license fees, revised land use application fees to more accurately reflect actual staff time, introduction of tiered sign permit fees ($200 for permanent, $25 for temporary, down from a flat $250), a new infrastructure and grading permit fee, an added legal review component for appeal authority and ordinance text amendment applications, a new zoning verification letter fee, and revised GRAMA request fees consistent with updated state code guidance. Staff also noted the removal of a proposed public works excavation permit fee following advice from the city attorney regarding restrictions on requiring use of a single vendor for compaction testing.

The public hearing was opened. No public comments were received. The public hearing was closed.

Consider Resolution 2026-10 – A Resolution amending the Hyde Park City fee schedule to modify Building Permit Fees, Administrative Fees, and Land Use Fees
Motion to adopt Resolution 2026-10 amending the Hyde Park City fee schedule to modify Building Permit Fees, Administrative Fees, and Land Use Fees was made by Council Member Fowles and seconded by Council Member Allred. The motion carried unanimously.

Consider Resolution 2026-14 – A Resolution amending the Hyde Park City fee schedule to modify the Sewer Impact Fee based on the Wastewater Master Plan
Administrator Allton clarified that the sewer impact fee resolution was being presented separately from the other fee schedule amendments due to a longer statutory effective date requirement. The proposed fees were confirmed as $4,025 for single-family and $3,341 for multifamily, consistent with the adopted master plan.
Motion to adopt Resolution 2026-14 amending the Hyde Park City fee schedule to modify the Sewer Impact Fee based on the Wastewater Master Plan was made by Council Member Fowles and seconded by Council Member Osborne. The motion carried unanimously.

Public Hearing to take citizen input on Ordinance 2026-08 – An Ordinance approving an agreement to abandon, modify, and relocate easements located at 14N 1200 E Smithfield, UT
Administrator Allton provided background: A city drain line originating from a spring in Smithfield Canyon had been relocated by a developer without prior notification to Hyde Park City. City staff obtained as-built drawings and photographic documentation from the contractor and confirmed the line was built to APWA standards. The remaining step before full city sign-off is a physical flow test of the line, which has been delayed due to current water supply conditions. The developer is seeking easement approval in order to sell a lot that currently falls within the old easement alignment. Staff recommended approval of the easement abandonment and relocation, with the understanding that city staff will not provide final sign-off until the line has been successfully tested.
Council Member Fowles noted that, practically, the line cannot be returned to its original alignment, and the Council agreed the path forward was to formalize the new easement while holding the developer accountable through the testing requirement. Administrator Allton confirmed he would be meeting with Smithfield City's manager to communicate that Hyde Park expects to be notified of any future encroachments on its infrastructure.
The public hearing was opened. No public comments were received. The public hearing was closed.

Consider Ordinance 2026-08 – An Ordinance approving an agreement to abandon, modify, and relocate easements located at 14N 1200 E Smithfield, UT
Motion to approve Ordinance 2026-08, an Ordinance approving an agreement to abandon, modify, and relocate easements located at 14N 1200 E Smithfield, UT, with the condition that

city staff will complete a flow test of the relocated line prior to final sign-off, was made by Council Member Allred and seconded by Council Member Fowles. The motion carried unanimously.

Review the Truth in Taxation statement and schedule
City Recorder Donja Wright presented the interim budget Truth in Taxation statement as required by state law. Hyde Park City is considering a property tax increase of approximately 9.74%, projected to generate an additional $95,185 in general fund revenue. The estimated annual impact to taxpayers is $32.29 for a residential property valued at $599,000 and $58.70 for businesses. The proposed certified tax rate would increase from an estimated 0.000973219 to 0.001068404. The Truth and Taxation public hearing is scheduled for August 26, 2026 at 7:00 PM in the Council Chamber.

Public Hearing to consider Resolution 2026-11 – A resolution adopting the official 2027 fiscal year Interim Budget ending June 30, 2027
The public hearing was opened. No public comments were received. The public hearing was closed.

Consider Resolution 2026-11 – A resolution adopting the official 2027 fiscal year Interim Budget ending June 30, 2027
City Recorder Wright noted that the property tax reserve figures had been updated in the interim budget to reflect more current numbers.

Motion to adopt Resolution 2026-11, a resolution adopting the official 2027 fiscal year Interim Budget ending June 30, 2027, was made by Council Member Allred and seconded by Council Member Fowles. The motion carried unanimously.

Consider Resolution 2026-05 – A resolution acknowledging receipt and acceptance of the Hyde Park City Fiscal Year 2026 Fraud Risk Assessment
City Recorder Wright presented the annual Fraud Risk Assessment. She noted that the city scores well overall, with the only areas of identified risk being the absence of a CPA on staff and the lack of a formal internal audit committee. The city's external auditor performs a thorough annual audit. The overall risk level was characterized as very low. The Council briefly discussed potential improvements and agreed that forming an internal audit committee may be appropriate as the city grows.
Motion to approve Resolution 2026-05, acknowledging receipt and acceptance of the Hyde Park City Fiscal Year 2026 Fraud Risk Assessment, was made by Council Member Fowles and seconded by Council Member Osborne. The motion carried unanimously.

Consider Resolution 2026-12 – One billing invoice per meter (Continued from 1.14.26)

Administrator Allton presented the proposed resolution on behalf of the utility clerk, which sought to establish a policy of issuing one utility billing invoice per meter. The intent was to address operational challenges caused by splitting utility bills among multiple tenants on a single meter, including significant staff time spent tracking, splitting charges, and managing tenant deposits — a problem expected to grow substantially as multifamily and rental housing units come online.

Council members discussed concerns that, as drafted, the resolution could be read to require property owners or landlords to be the billing party for all accounts, including individually metered single-family rentals, which the Mayor felt was inconsistent with state law allowing tenants and landlords to negotiate utility arrangements. After deliberation, the Council agreed on an amendment: the policy of billing the property owner or landlord would apply only to multifamily units served by a single meter. Units with individual meters — including single-family rentals and individually metered townhomes — would retain the ability to establish accounts in the tenant’s name.

Motion to approve Resolution 2026-12, with amendments specifying that the property owner or landlord billing requirement applies only to multifamily units sharing a single meter, was made by Council member Fowles and seconded by Council Member Brower. The motion carried unanimously.

Discussion Items

Discuss traffic recommendation priorities

Council Member Fowles, representing the Road Safety Committee, led discussion on several outstanding traffic safety priorities.

Speed Limits: Council Member Fowles and others expressed support for reducing the posted speed limit to 25 mph on 250 East adjacent to Legacy Park, and for removing the existing 35 mph sign on the southbound approach to the roundabout. Discussion also surfaced an inconsistency between posted 25 mph signs and the city's municipal code, which currently designates 30 mph as the default unposted speed limit. The Council agreed the code should be amended to reflect 25 mph as the standard and directed the Safety Committee to identify all relevant code references and propose an amendment for Planning Commission consideration. The Council reached consensus to direct staff to post 25 mph signage near the park and roundabout.

School Zone Signage: Council Member Fowles noted that current school zone signs lack the required supplemental placard indicating hours of enforcement or "when children are present." He indicated that two small supplemental signs mounted below the existing school zone signs would bring the city into conformance with standard signage requirements. The Council agreed to move forward with that improvement.

No Parking Near Legacy Park: Council Member Fowles and other members discussed safety concerns regarding vehicles parking along 250 East between the roundabout and the Legacy Park parking lot, citing hazards to pedestrians and children. The Council expressed a preference for posting no-parking signs in that stretch. To offset the loss of on-street parking, the Administrator was directed to work with the Public Works Director to develop a site plan for expanding the Legacy Park parking lot — potentially utilizing the area currently occupied by the dirt mound/pump track — and to present options to the Council. Council Member Fowles and others noted that any decision to remove the pump track should be preceded by community outreach given its use by residents.

Yield-to-Stop Sign Conversions on 100 West: Council Member Fowles raised the longstanding recommendation to convert yield signs to stop signs at intersections on 100 West at 100 North and 200 North. Administrator Allton noted Sunrise Engineering advised that while a full traffic study is not required, a brief engineering memo (estimated at $400–$600) would provide the city with appropriate liability protection. The Administrator agreed to raise this at the upcoming Tuesday meeting with Sunrise Engineering, and Council Member Fowles agreed to attend that meeting.

Safety Committee Structure: Council Member Fowles proposed maintaining the Road Safety Committee as an informal advisory body rather than formalizing it in a way that would trigger open meeting law requirements. Administrator Allton confirmed the city attorney had drafted a version of the committee charter that allows it to function as an informal advisory committee, with the caveat that the committee would have no independent authority to expend funds — all expenditures would require City Council approval. Council Member Fowles indicated he was comfortable with that structure.

Adjourn

Motion to adjourn was made by Council Member Allred and seconded by Council Member Brower. The motion carried unanimously.

Donja Wright

Minutes: *Council member Brower moved to approve the minutes from June 10, 2026, City Council and Workshop as amended. Council member Atkinson seconded the motion. The motion carried 4/0*.