REGULAR SESSION OF THE
BRIGHAM CITY COUNCIL
June 18, 2026
6:00 p.m.

PRESENT:	D.J. Bott	Mayor
	Dave Hipp	Councilmember
	Dave Jeffries	Councilmember – *via Zoom (left at 6:45 PM)*
	Ryan Smith	Councilmember
	Robin Troxell	Councilmember
EXCUSED:	Matthew Jensen	Councilmember
ALSO PRESENT:	Nicole Cottle	City Attorney
	Alec Hansel	Fire Marshal
	Angie Johnson	HR Supervisor
	Tom Kotter	Community and Economic Development Director
	Derek Oyler	City Administrator
	Jeremy Poppleton	Assistant Fire Chief
	Tyler Pugsley	Power Director
	Chad Reyes	Police Chief
	Jeff Schmitt	Finance Director
	Mike Waite	Public Works Director

At 6:15 PM the City Council came back into regular session following a Municipal Building Authority Meeting.

CONSENT ITEMS

Mayor Bott presented the Consent Agenda, consisting of the following items:

1. Request to Write Off Utility Accounts Due to Bankruptcy or Being Sent to Collections.
2. Request to Write Off Library Accounts Due to Bankruptcy or Being Sent to Collections.
3. Approval of the June 4, 2026 City Council Meeting and Work Session Minutes and the June 10, 2026 Work Session Minutes.
4. Appointment of Kurt Manship and Lene Ayotte to the Library Board.
5. Request for Acceptance of a Petition for Annexation of approximately 87.74 acres located west of the railroad tracks between SR-13 and 1500 North.

Council Member Smith requested clarification regarding the location of the proposed annexation area. Staff explained that the request before the Council was only to accept the annexation petition and initiate the statutory review process. The proposed annexation area included multiple parcels generally located west of the railroad tracks, extending to 1000 West and between 1500 North and SR-13. Staff noted that the annexation request involved property owned by three property owners and that a public hearing would be held following the state-mandated waiting period before any final annexation action would be considered.

> **MOTION:** Councilmember Troxell made a motion to approve the consent items. Councilmember Hipp seconded the motion. Motion passed unanimously.

PUBLIC HEARINGS

Consideration of Resolution Adjusting the FY 2025-26 Budget
Community and Economic Development Director Tom Kotter presented the proposed Fiscal Year 2025-26 budget adjustments. He explained that the amendments were necessary to maintain compliance with state requirements for a balanced budget and to address year-end budget adjustments across several departments.

Mr. Kotter reviewed significant adjustments, including increased expenditures within the Cemetery Fund for perpetual care projects, funding adjustments related to dispatch services, police department overtime and standby costs, parks operations, fire and ambulance services, inspections, recreation programming, UTOPIA lien releases, and various capital projects. He noted that the police department overtime expenditures were largely associated with Brigham City's assistance to the City of Tremonton following the tragic events that occurred there during the year.

Mayor Bott expressed appreciation for Brigham City's police officers and acknowledged the support provided by neighboring law enforcement agencies that assisted Brigham City while local officers were helping Tremonton. Council members also expressed gratitude for the cooperation and assistance received from agencies throughout the state.

Mr. Kotter further explained adjustments within the Cemetery Capital Project Fund, Capital Project Fund, and Utility Fund, noting that revenues and available fund balances were sufficient to offset the proposed expenditures and maintain a balanced budget.

> **MOTION:** Councilmember Hipp made a motion to open the public hearing for the Resolution adjusting the FY 2025-26 Budget. Councilmember Troxell seconded the motion.

There were no public comments.

> **MOTION:** Councilmember Smith made a motion to close the public hearing for the Resolution adjusting the FY 2025-26 Budget. Councilmember Troxell seconded the motion.
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> **MOTION:** Councilmember Smith made a motion to adopt the Resolution adjusting the FY 2025-26 Budget. Councilmember Hipp seconded the motion.
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> **Roll Call:**
> Councilmember Troxell– Aye: Councilmember Jeffries – Aye; Councilmember Smith – Aye; Councilmember Hipp - Aye

Consideration of Resolution Transferring Enterprise Funds for FY 2026-27
Finance Director Jeff Schmitt presented the proposed resolution authorizing the transfer of enterprise fund revenues to the General Fund for Fiscal Year 2026-27. He noted that the agenda incorrectly referenced Fiscal Year 2025-26 and clarified that the proposed transfer applied to Fiscal Year 2026-27.

Mr. Schmitt explained that the City proposed transferring $5,070,386 from the Utility Fund to the General Fund. He reviewed the purpose of the Utility Fund, which includes revenues generated through the City's electric, water, sewer, sanitation, and other utility services. Because the transfer involved enterprise fund revenues, state law required a public hearing before the transfer could be approved.

Staff reviewed the benefits of Brigham City's municipally owned utility system and explained how utility revenues help support community services. Key points included:

- The proposed transfer represents approximately 13.5% of annual utility fund revenues.
- Utility revenues can be reinvested directly into City operations and services rather than distributed to private investors.
- The transfer helps support General Fund services and reduces the need for additional property tax increases.
- Utility revenues provide a broader funding source because all utility customers contribute, while not all residents pay property taxes.
- Generating the same amount of revenue through property taxes would require a significant tax increase.

Mayor Bott emphasized that the transfer represented 13.5% of annual utility revenues and not 13.5% of the Utility Fund balance.

> **MOTION:** Councilmember Hipp made a motion to open the public hearing for the Resolution transferring enterprise funds for FY2026-27. Councilmember Troxell seconded the motion.

There were no public comments.

> **MOTION:** Councilmember Smith made a motion to close the public hearing for the Resolution transferring enterprise funds for FY2026-27. Councilmember Troxell seconded the motion.
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> **MOTION:** No motion was made at this time. The council will come back to the motion after the action items.
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> **MOTION:** Councilmember Hipp made a motion to approve the resolution authorizing the 13.5% transfer of enterprise fund revenues to the General Fund for FY 2026-27. Councilmember Troxell seconded the motion.
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> **Roll Call:**
> Councilmember Troxell– Aye: Councilmember Smith – Aye; Councilmember Hipp - Aye

Consideration of Resolution Adopting the FY 2026-27 Interim Budget
Finance Director Jeff Schmitt presented the proposed Fiscal Year 2026-27 Interim Budget and reviewed the budget adoption timeline.

Mr. Schmitt reviewed the upcoming Truth-in-Taxation process and explained that a public hearing regarding the proposed property tax increase was scheduled for August 13, 2026. He noted that affected property owners would receive valuation notices from the county at the end of July showing the parcel-specific impact of the proposed tax increase.

Staff reviewed the proposed interim budget and property tax impact statement. Key discussion points included:

- The proposed property tax increase included in the interim budget had been reduced from the originally projected 12.93% increase presented in May to approximately 3.38% following receipt of updated certified tax rate information from Box Elder County.

- Based on the current proposal, the annual impact on a residence valued at $400,000 would be approximately $12.98 per year.
- The annual impact on a commercial property valued at $1.2 million would be approximately $70.80 per year.
- The revised proposal would generate approximately $129,843 in additional property tax revenue, significantly less than the original estimate of approximately $455,000.
- The Parks Department seasonal staffing request originally funded at $110,000 had been reduced to $55,000 following Council discussion during budget work sessions.
- Dispatch expenditures had increased by approximately $26,961 from the budget originally presented in May.

Mr. Schmitt explained that state law requires the City to adopt an interim budget prior to the start of the fiscal year and that expenditures associated with the proposed property tax increase would remain restricted until completion of the Truth-in-Taxation process and adoption of the final budget. He recommended that the additional property tax revenues be tied to the City Attorney position until final budget decisions were made by the Council.

City Administrator Derek Oyler discussed the challenges associated with developing the annual budget before final certified tax rate information is available. He explained that the Mayor's proposed budget was presented in May using the best information available at the time and that the certified tax rate was not received until June 9. Mr. Oyler noted that significant growth within the community contributed to changes in projected revenues and required adjustments during the final stages of the budget process.

> **MOTION:** Councilmember Hipp made a motion to open the public hearing for the Resolution adopting the FY2026-27 Interim Budget. Councilmember Smith seconded the motion.

<u>Philip Zieseniss</u> - stated that he is generally cautious about tax increases but expressed support for funding related to the proposed fire training facility. Drawing on his experience as a firefighter, he emphasized the importance of training facilities in preparing firefighters to effectively suppress fires and conduct search and rescue operations. He stated that training is a critical component of firefighter preparedness and public safety and voiced his support for the investment.

> **MOTION:** Councilmember Smith made a motion to close the public hearing for the Resolution adopting the FY2026-27 Interim Budget. Councilmember Hipp seconded the motion.

> **MOTION:** No motion was made at this time. The council will come back to the motion after the action items.

> **MOTION:** Councilmember Smith made a motion to approve the resolution adopting the FY 2026-27 Interim Budget as presented. Councilmember Hipp seconded the motion.

Prior to the vote, Council members discussed several budget assumptions and requested clarification regarding adjustments that had been incorporated into the interim budget, including the reduction of temporary parks staffing funding from $110,000 to $55,000, increased dispatch costs, and revised property tax revenue projections. Staff explained that the interim budget reflected the direction provided during previous budget discussions and noted that additional budget refinements could still be considered prior to adoption of the final budget following the Truth-in-Taxation process.

The motion failed on a roll-call vote, with Council Members Hipp and Smith voting for the motion and Council Member Troxell voting against the motion.

Following additional discussion, Council Member Troxell expressed support for restoring the $55,000 reduction in temporary parks staffing funding and continuing to evaluate the issue prior to final budget adoption in August. Staff reviewed the resulting budget impacts and explained that restoring the funding would increase the proposed property tax increase to 4.81%. Staff further reported that the estimated impact on a residence valued at $400,000 would be approximately $18.48 annually.

Council Member Troxell then moved to adopt the Fiscal Year 2026-27 Interim Budget with the restoration of the additional $55,000 for temporary parks staffing. The motion was seconded by Council Member Smith.

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

The adopted interim budget included a proposed property tax increase of 4.81% and a general fund tax rate of $0.001824. Staff noted that the budget would return to the Council for further review and final adoption on August 20, 2026 following the Truth-in-Taxation process.

PUBLISHING OF THE PROPERTY TAX IMPACT SCHEDULE
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. The impact statement will be included at the end of the minutes.

PUBLIC COMMENT

There was no Public Comment

COUNCILMEMBER COMMENTS

Councilmember Hipp

- Thanked City staff, particularly Finance Director Jeff Schmitt, for their efforts throughout the budget process and for helping clearly explain the purpose and benefits of the utility fund transfer.
- Commented on the importance of the proposed fire training facility, noting that conversations with current and retired firefighters reinforced the value of training in preparing emergency personnel for emergency situations.
- Emphasized that effective training helps firefighters respond safely and efficiently during critical incidents and supports the protection of both residents and first responders.

Councilmember Smith

- Expressed appreciation for the budget process and the discussions held among council members, staff, and members of the public.
- Emphasized the importance of public participation and understanding how budget decisions are made.
- Discussed the use of impact fees to fund eligible portions of the proposed fire training facility and noted that future impact fee revenues would reimburse project costs as development occurs within the community.
- Expressed enthusiasm for the upcoming Fourth of July celebrations.

Mayor Bott

- Recognized the Brigham City Museum staff for receiving a national Award of Excellence for a temporary exhibit highlighting the experiences of Japanese Americans in Box Elder County during and after World War II.
- Thanked City staff, council members, and members of the public for their participation and engagement throughout the budget process.
- Announced that the July 2, 2026 City Council meeting had been canceled and that the next regular meeting would be held on July 16, 2026.
- Announced a ribbon-cutting ceremony for the new Forest Street bridge on July 7, 2026, and noted that additional information regarding the event would be provided through City communication channels.
- Encouraged residents to participate in the community's Fourth of July celebrations and reflect on the nation's history as part of the upcoming 250th anniversary of the Declaration of Independence.

ACTION ITEMS

Approval of Interlocal Agreement for Mutual Aid Fire and EMS Services with Logan City Fire Department
Assistant Chief Jeremy Poppleton presented an interlocal agreement for mutual aid fire and EMS services between Brigham City and Logan City Fire Department. He explained that the agreement was part of an ongoing effort by Chief Theuson and staff to establish mutual aid agreements with surrounding jurisdictions. He noted that the Council had previously approved similar agreements with Weber Fire District, Ogden City, North View Fire District, Tremonton City, and Garland City.

Assistant Chief Poppleton explained that mutual aid agreements provide reciprocal assistance during emergencies and ensure that additional personnel and equipment are available when needed. He noted that Brigham City's mutual aid partners recently assisted during a structure fire response and highlighted the importance of maintaining strong cooperative relationships among neighboring agencies.

In response to a question from Council Member Smith regarding how frequently mutual aid agreements are utilized, Assistant Chief Poppleton explained that usage varies depending on emergency activity. He provided examples of recent incidents in which agencies assisted one another, including a structure fire response and an ambulance transfer that allowed another department to remain focused on a wildfire response.

> **MOTION:** Councilmember Troxell made a motion to approve the Interlocal Agreement for Mutual Aid Fire and EMS Services with Logan City Fire Department. Councilmember Smith seconded the motion. Motion passed unanimously.

Consideration of an Ordinance Amending Title V, Consolidated Fee Schedule, Relating to Water Service Fees
City Administrator Derek Oyler presented a proposed ordinance amending the City's water service fees. He explained that the proposed rates were consistent with those included in the Mayor's proposed budget and were based on recommendations from the City's water rate study. The proposed changes included increases to base water rates, excess usage rates, secondary water rates, and construction water meter rental rates.

Mr. Oyler reviewed the City's water utility funding needs and explained that current revenues were insufficient to fully fund system replacement, facility maintenance, and future capital improvements. He noted that even with the proposed increases, the City would still be funding infrastructure improvements at levels below those recommended by the City's engineering consultants.

The Council discussed several aspects of the proposed fee adjustments, including:

- The relationship between utility revenues, infrastructure maintenance, and long-term system reliability.
- The requirement that utility revenues remain within the Utility Fund except through the public transfer process authorized by state law.
- The City's historical utility fund transfer percentage and efforts made in recent years to reduce the transfer from utility revenues to the General Fund.
- The impact of weather, water consumption, and utility usage patterns on annual utility revenues.
- The balance between maintaining affordable rates for residents and providing sufficient funding for aging infrastructure and future capital needs.
- The financial impact of large infrastructure repairs, rising construction costs, and future water meter replacement needs.

Council Member Smith expressed support for maintaining a healthy Utility Fund and stated that he would like to see as much revenue as possible remain within the utility system to address future infrastructure needs. He also expressed concern about the impact of increased utility costs on residents, particularly those with lower water usage.

Mayor Bott and staff discussed the importance of making incremental adjustments over time rather than delaying improvements and facing larger rate increases in future years. Staff noted that Brigham City's water rates remain among the lowest in the region while significant infrastructure replacement needs continue to grow.

Following discussion, Council members expressed support for modifying the Mayor's proposed water rate increase. Discussion to adjust the monthly base water rate from the proposed $30 to $28 for a three-quarter-inch and one-inch connection while increasing the excess water usage tiers to $2.50, $3.00, and $3.50 per thousand gallons. Staff reviewed the financial impacts of the proposed adjustments and discussed options for balancing the corresponding budget impacts.

> **MOTION:** Councilmember Hipp made a motion to approve the ordinance amending Title V, Consolidated Fee Schedule, relating to water service fees. The motion included a monthly base rate of $30 for three-quarter-inch and one-inch water connections and increased excess water usage rates of $2.50, $3.00, and $3.50 per thousand gallons for the respective usage tiers. Council Member Troxell proposed the amendment to increase the excess usage rates by an additional $0.50 per tier above the Mayor's original proposal, which was accepted by Council Member Hipp. Prior to the vote, Council Member Smith acknowledged the difficulty of approving utility rate increases but stated that maintaining a reliable and functional water system required adequate funding for infrastructure maintenance and replacement. He noted that after extensive consideration, he supported the proposed rates as necessary to protect the long-term health of the City's water system. Councilmember Smith seconded the motion.
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> **Roll Call:**
> Councilmember Troxell– Aye: Councilmember Smith – Aye; Councilmember Hipp - Aye

Council went back to the motions above for the two public hearings. The motions are above under each public hearing.

At 8:20 PM Councilmember Smith made a motion to adjourn and move into a closed session to discuss property and pending litigation. The motion was seconded by Councilmember Hipp. Motion passed unanimously.

At 9:47 PM the council returned to an open session and adjourned.

The undersigned duly appointed Recorder for Brigham City Corporation hereby certifies that the foregoing is a true, accurate and complete record of the June 18, 2026 City Council Meeting.

Dated this 17th of July, 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.