A Meeting of the Nibley City Council held at Nibley City Hall, 455 W 3200 S, NIBLEY, UT 84321-6337, on Thursday, June 25, 2026.

OFFICIAL MINUTES OF THE MEETING
Assistant City Recorder Talon Bigelow recorded the minutes.

Opening Ceremonies
At 6:30 PM MT, Mayor Larry Jacobsen invited Councilmember Nathan Laursen to provide opening remarks.

Councilmember Laursen invited a local youth group of young women to perform *Hallelujah* by Leonard Cohen. He noted that he was inspired by the talent displayed by the Nibley Children's Theater during its Heritage Days production and provided brief background on the song's history. He compared the song's rise in popularity to the growth of the Nibley Children's Theater and to the process of local governance, observing that both develop over time through effort and refinement rather than being perfected on the first attempt. He concluded by expressing that the talent of the community's youth gives him hope for the future.

Call to Order and Roll Call
Mayor Larry Jacobsen called the meeting of the Nibley City Council to order at 6:36 PM MT on Thursday, June 25, 2026. Those in attendance included Mayor Larry Jacobsen, Councilmember Nathan Laursen, Councilmember Erin Mann, Councilmember Garrett Mansell, Councilmember Nick Kenczka, and Councilmember Randy Spaulding. A quorum of the City Council was present. No Councilmembers participated virtually.

Also present were City Planner Levi Roberts, City Manager Justin Maughan, Assistant City Recorder Talon Bigelow, and City Public Works Director Steve Eliason.

Approval of the May 14, 2026, and the June 11, 2026, Meeting Minutes and Current Agenda
Councilmember Erin Mann moved to approve the May 14, 2026, and the June 11, 2026, meeting minutes as presented. Councilmember Randy Spaulding seconded the motion. There being no discussion, Mayor Larry Jacobsen called for a vote.

Voting on the motion was as follows:
Councilmember Nathan Laursen voted in favor.
Councilmember Erin Mann voted in favor.
Councilmember Garrett Mansell voted in favor.
Councilmember Nick Kenczka voted in favor.
Councilmember Randy Spaulding voted in favor.

The motion passed unanimously 5-0; with Councilmember Nathan Laursen, Councilmember Erin Mann, Councilmember Garrett Mansell, Councilmember Nick

Kenczka, and Councilmember Randy Spaulding voting in favor. No Councilmembers voted against the motion. No Councilmembers abstained from voting on the motion.

Councilmember Nick Kenczka moved to approve the agenda as presented. Councilmember Garrett Mansell seconded the motion. There being no discussion, Mayor Larry Jacobsen called for a vote.

> *Voting on the motion was as follows:*
> *Councilmember Nathan Laursen voted in favor.*
> *Councilmember Erin Mann voted in favor.*
> *Councilmember Garrett Mansell voted in favor.*
> *Councilmember Nick Kenczka voted in favor.*
> *Councilmember Randy Spaulding voted in favor.*

The motion passed unanimously 5-0; with Councilmember Nathan Laursen, Councilmember Erin Mann, Councilmember Garrett Mansell, Councilmember Nick Kenczka, and Councilmember Randy Spaulding voting in favor. No Councilmembers voted against the motion. No Councilmembers abstained from voting on the motion.

Public Comment Period
Mayor Larry Jacobsen reviewed the procedures governing public comment and the applicable requirements of the Utah Open and Public Meetings Act. Mayor Jacobsen opened the public hearing at 6:40 PM MT.

Mr. Rick Arnell, of 735 W 2600 S, NIBLEY, UT 84321-6384, provided spoken and written comments regarding the installation of curb, gutter, and sidewalk along 2600 S between 660 W and 800 W. He expressed concerns with the project design and potential safety issues. His written comments are included in the printed record copy of the meeting minutes.

Ms. Amanda Arnell, of 735 W 2600 S, NIBLEY, UT 84321-6384, provided spoken and written comments regarding the installation of curb, gutter, and sidewalk along 2600 S between 660 W and 800 W. She expressed concerns with the project design and potential safety issues. Her written comments are included in the printed record copy of the meeting minutes.

Ms. Brenda Brown, of 741 W 2600 S, NIBLEY, UT 84321-6384, provided spoken comments regarding the installation of curb, gutter, and sidewalk along 2600 S between 660 W and 800 W. She shared her concerns with potential safety issues and stormwater management.

There being no further public comment, Mayor Larry Jacobsen closed the public hearing at 6:47 PM MT.

Planning and Zoning Commission Report
City Planner Levi Roberts provided a summary of the items considered and acted upon during the June 4, 2026, Nibley City Planning and Zoning Commission meeting.

Staff Reports
City Public Works Director Steve Eliason reported that the traffic calming bulbs on 1200 W have been removed, an intersection traffic study has been completed, and white reflective delineators would be installed along the concrete dividers. He stated that a separate agenda item will come before the City Council at a future date to review the consultant's findings regarding the intersection study.

Public Hearing: Resolution 26-16—Amending the Budget for the Various Funds of Nibley City for the Fiscal Year 2025-26
City Manager Justin Maughan explained that the proposed budget amendments were necessary to close out Fiscal Year 2025-26 and account for actual revenues and expenditures. He reviewed the major adjustments as outlined in the resolution.

Mayor Larry Jacobsen opened the public hearing at 6:57 PM MT.

There being no public comment, Mayor Jacobsen closed the public hearing at 6:58 PM MT.

Discussion and Consideration: Resolution 26-16—Amending the Budget for the Various Funds of Nibley City for the Fiscal Year 2025-26
Councilmember Nathan Laursen moved to approve Resolution 26-16—Amending the Budget for the Various Funds of Nibley City for the Fiscal Year 2025-26 as presented. Councilmember Garrett Mansell seconded the motion.

Councilmember Randy Spaulding asked whether the City would have sufficient funding to address potential modifications to the 2600 S sidewalk project in response to public concerns, or whether additional budget amendments would be necessary.

City Manager Justin Maughan responded that he preferred to address any funding adjustments through an amendment to the Fiscal Year 2026-27 budget once the scope and cost of any changes are known, rather than making speculative amendments to the budget currently under consideration.

There being no further discussion, Mayor Larry Jacobsen called for a vote.

> *Voting on the motion was as follows:*
> *Councilmember Nathan Laursen voted in favor.*
> *Councilmember Erin Mann voted in favor.*
> *Councilmember Garrett Mansell voted in favor.*
> *Councilmember Nick Kenczka voted in favor.*

Councilmember Randy Spaulding voted in favor.

The motion passed unanimously 5-0; with Councilmember Nathan Laursen, Councilmember Erin Mann, Councilmember Garrett Mansell, Councilmember Nick Kenczka, and Councilmember Randy Spaulding voting in favor. No Councilmembers voted against the motion. No Councilmembers abstained from voting on the motion.

Discussion and Consideration: Resolution 26-18—Contract with the Cache County Sheriff Office for Law Enforcement Services

Cache County Sheriff D. Chad Jensen reported that Utah Governor Spencer Cox had issued an executive order restricting fireworks due to elevated fire danger. He also noted that certain Wildlife Management Areas would be temporarily closed to recreational shooting because of wildfire conditions. Sheriff Jensen reviewed law enforcement activity in Nibley, reporting that citation and calls-for-service activity remained consistent with prior years. He stated that enforcement efforts have emphasized patrols on identified public safety concerns and encouraged City officials to communicate locations where additional patrols may be beneficial.

Sheriff Jensen thanked the City for its continued partnership with the Cache County Sheriff's Office. He reported that the Sheriff's Office had exceeded its contracted patrol hours during the current contract year and explained that the proposed contract would maintain the current level of patrol hours while gradually increasing the hourly rate over the next three years to reflect the actual cost of providing patrol services.

Sheriff Jensen discussed the creation of a shared full-time code enforcement position to serve Nibley City, neighboring municipalities, and unincorporated Cache County. He stated that the Sheriff's Office would prepared a proposed agreement, advertise the position, and involve City representatives in the hiring process. City Manager Justin Maughan stated that the anticipated contract cost was generally consistent with the current amount budgeted by the City for code enforcement. Additionally, he confirmed that the service would be provided under a separate contract, in addition to the City's existing law enforcement and animal control agreements.

Councilmember Nathan Laursen inquired about the alcohol enforcement funding referred in the proposed law enforcement contract. Sheriff Jensen explained that the funding is distributed by the State pursuant to statute from alcohol sales.

Mayor Larry Jacobsen discussed the City's ongoing efforts to improve traffic safety, particularly regarding the use of electric motorcycles on trails and sidewalks and targeted traffic enforcement in areas identified through traffic studies. Sheriff Jensen expressed support for the City's traffic safety initiatives and stated that the Sheriff's Office would continue to assist with enforcement and education. He also commended Nibley City's proactive approach to traffic calming.

Councilmember Nick Kenczka thanked the Sheriff's Office for its increased presence near schools during student drop-off and pick-up times and asked whether enforcement efforts had improved driver behavior. Sheriff Jensen reported that feedback from crossing guards indicated improved compliance and noted that school resource deputies are assisting with traffic enforcement during peak school hours.

Councilmember Nathan Laursen asked whether the provision in the proposed contract granting the Sheriff final authority over disputes had created any issues in the past. Sheriff Jensen responded that no such disputes had occurred during his tenure as Sheriff.

Councilmember Erin Mann requested clarification regarding the law enforcement contract amount after noting a discrepancy between the proposed contract and the adopted budget. Sheriff Jensen explained that the contract initially reflected an error. He confirmed that the correct contract amount for the Fiscal Year 2026-27 would be $136,440.

Councilmember Nick Kenczka moved to approve Resolution 26-18—Contract with the Cache County Sheriff Office for Law Enforcement Services as presented and waive second reading. Councilmember Randy Spaulding seconded the motion.

Mayor Larry Jacobsen proposed a general consent amendment to the motion to correct the Fiscal Year 2026-27 contract funds from $180,180 to $136,440 and the contracted patrol hours from 3003 to 2274. There being no objection, the original motion was amended.

There being no further discussion, Mayor Larry Jacobsen called for a vote.

> *Voting on the motion was as follows:*
> *Councilmember Nathan Laursen voted in favor.*
> *Councilmember Erin Mann voted in favor.*
> *Councilmember Garrett Mansell voted in favor.*
> *Councilmember Nick Kenczka voted in favor.*
> *Councilmember Randy Spaulding voted in favor.*

The motion passed unanimously 5-0; with Councilmember Nathan Laursen, Councilmember Erin Mann, Councilmember Garrett Mansell, Councilmember Nick Kenczka, and Councilmember Randy Spaulding voting in favor. No Councilmembers voted against the motion. No Councilmembers abstained from voting on the motion.

Discussion and Consideration: Resolution 26-19—Adopting of Economic Blueprint for Nibley City

City Planner Levi Roberts briefly introduced the proposed Rural Economic Blueprint Strategic Plan. He explained that it would update the City's 2013 Economic

Development Plan and would fulfill a recommendation from the recently adopted General Plan.

Ms. Sherry Stevens, Rural Economic Development Manager with the Utah Governor's Office of Economic Development, explained the plan was developed over several months with input from a steering committee consisting of City representatives, business owners, Utah State University, and economic development partners.

Mr. August Granath, Technical Outreach Manager with the Utah Governor's Office of Economic Development, presented an overview of the plan, including demographic and economic trends and the proposed vision and implementation strategies. He highlighted Nibley's population growth and entrepreneurial base, while identifying limited commercial development, retail sales leakage, and infrastructure constraints as key challenges. He also reviewed opportunities to develop a town center, expand commercial and industrial development, support local businesses, improve active transportation connections, and strengthen the City's long-term financial sustainability.

Councilmember Nick Kenczka asked how the Rural Economic Blueprint is intended to be used by communities such as Nibley and whether it primarily serves as a framework to prepare the City for future economic development opportunities. Mr. Granath explained that the Blueprint is intended to document the community's long-term vision and priorities, guide future decision-making, strengthen grant applications, and provide a framework for tracking implementation with assistance from the Governor's Office of Economic Development. Ms. Stevens added that the plan positions the City to pursue future state funding opportunities for economic development projects.

Councilmember Erin Mann asked about the City's role in encouraging commercial development and whether the plan should include outreach to commercial developers in addition to engaging property owners. City Planner Levi Roberts stated that the City has traditionally responded to developer interest rather than actively recruiting commercial development but agreed that greater outreach may be appropriate. Mr. Granath explained that the City should establish a clear vision through planning and zoning while working with landowners and developers to encourage desired development. At Councilmember Mann's suggestion, Mr. Granath agreed to revise the plan to include outreach to potential developers.

Mayor Larry Jacobsen encouraged Councilmembers to continue reviewing the plan and submit additional comments before the second reading. Mr. Granath stated that additional feedback would be incorporated into the revised draft and summarized for the Council.

Mayor Jacobsen discussed the importance of preparing the City for future commercial growth and creating a more complete community with expanded employment, shopping, and gathering opportunities. Sherry Stevens noted that the City could utilize existing economic development partners and state resources to assist with business recruitment. Councilmember Randy Spaulding emphasized the importance of expanding the City's commercial tax base to support long-term financial sustainability.

The City Council expressed appreciation to the Governor's Office of Economic Development for its assistance in preparing the Rural Economic Blueprint.

Councilmember Erin Mann moved to approve Resolution 26-19—Adopting of Economic Blueprint for Nibley City for first reading. Councilmember Nick Kenczka seconded the motion. There being no discussion, Mayor Larry Jacobsen called for a vote.

> *Voting on the motion was as follows:*
> *Councilmember Nathan Laursen voted in favor.*
> *Councilmember Erin Mann voted in favor.*
> *Councilmember Garrett Mansell voted in favor.*
> *Councilmember Nick Kenczka voted in favor.*
> *Councilmember Randy Spaulding voted in favor.*

The motion passed unanimously 5-0; with Councilmember Nathan Laursen, Councilmember Erin Mann, Councilmember Garrett Mansell, Councilmember Nick Kenczka, and Councilmember Randy Spaulding voting in favor. No Councilmembers voted against the motion. No Councilmembers abstained from voting on the motion.

Mayor Larry Jacobsen proposed a recess by unanimous consent. There being no objection, the meeting was recessed at 8:13 PM MT. The meeting reconvened at 8:24 PM MT.

Councilmember Nick Kenczka moved to amend the agenda to consider Item 17 as the next order of business. Councilmember Nathan Laursen seconded the motion. There being no discussion, Mayor Larry Jacobsen called for a vote.

> *Voting on the motion was as follows:*
> *Councilmember Nathan Laursen voted in favor.*
> *Councilmember Erin Mann voted in favor.*
> *Councilmember Garrett Mansell voted in favor.*
> *Councilmember Nick Kenczka voted in favor.*
> *Councilmember Randy Spaulding voted in favor.*

The motion passed unanimously 5-0; with Councilmember Nathan Laursen, Councilmember Erin Mann, Councilmember Garrett Mansell, Councilmember Nick Kenczka, and Councilmember Randy Spaulding voting in favor. No Councilmembers voted against the motion. No Councilmembers abstained from voting on the motion.

Workshop: State of Utah Water Use Fee

City Manager Justin Maughan introduced a letter received from the Utah Department of Environmental Quality regarding a new fee that will be imposed on public water systems beginning in 2027. He explained that the fee will fund employees and regulatory programs intended to support safe drinking water throughout the State. He stated that the fee is estimated at approximately 1.6 cents per 1,000 gallons of water used and would have resulted in an estimated cost of $8,000–$9,000 annually for Nibley City if implemented during the current year.

Mr. Maughan explained that staff was seeking Council direction on whether the fee should be passed through to residents as a separate line item on monthly utility bills or absorbed into existing water utility revenues.

Councilmember Erin Mann asked whether the fee could increase in future years. Mr. Maughan explained that the fee had already been reduced from the amount initially proposed by the Legislature but acknowledged that future increases were possible. He also noted that the State has discussed a separate, potentially larger water infrastructure fee in the future, although details have not yet been finalized.

Councilmember Mann asked whether the fee would be charged as a lump sum or spread across monthly utility bills. Mr. Maughan explained that the fee would be calculated based on monthly water usage and would appear as a separate charge each month if the Council chose to pass it through to customers.

Councilmember Nathan Laursen expressed support for itemizing the fee on utility bills to provide transparency to residents and clarify that the charge is a State-imposed fee. Mayor Larry Jacobsen expressed agreement. Mr. Maughan shared that a future agenda item would come forward to the City Council concerning this topic.

Discussion and Consideration: Annexation Agreement with K Holdings LLC, Setting Forth Terms and Conditions for the Nielson-Ropelato Annexation

City Planner Levi Roberts introduced the proposed annexation of two parcels totaling approximately 42 acres. He explained that the annexation would create an unincorporated island, which is permitted under State law with approval from both the City and County. The County Council has approved the creation of the island.

Mr. Roberts stated that the applicant requested R2-A zoning for the northern parcel and R-M zoning for the southern parcel. He noted that staff's recommendation was based on the previous General Plan, while the Planning Commission recommended R2-A zoning for the entire property based on the recently adopted General Plan designation of detached residential.

Mr. Roberts reviewed the proposed annexation agreement, including requirements for improvements to 1500 W and potential utility upgrades. He also presented a preliminary comparison of property tax revenue by development type and noted that future analysis should consider both revenue and service costs. He noted that amendments to the agreement were made by the applicant but had not been reviewed by the City Attorney.

Councilmember Nathan Laursen moved to continue consideration of this agenda item until the City Attorney has provided a response and the agreement has been signed by the applicant. Councilmember Nick Kenczka seconded the motion.

Applicant Dan Larsen addressed the Council regarding the proposed annexation agreement. He stated that the pioneering agreement provision is intended to allow reimbursement from future developments for infrastructure costs. Mr. Larsen expressed concerns regarding two provisions in the draft agreement and stated that the applicants were not comfortable agreeing to those terms. He requested that the consideration of the item be continued until the agreement has been further reviewed and finalized.

There being no further discussion, Mayor Larry Jacobsen called for a vote.

> *Voting on the motion was as follows:*
> *Councilmember Nathan Laursen voted in favor.*
> *Councilmember Erin Mann voted in favor.*
> *Councilmember Garrett Mansell voted in favor.*
> *Councilmember Nick Kenczka voted in favor.*
> *Councilmember Randy Spaulding voted in favor.*

The motion passed unanimously 5-0; with Councilmember Nathan Laursen, Councilmember Erin Mann, Councilmember Garrett Mansell, Councilmember Nick Kenczka, and Councilmember Randy Spaulding voting in favor. No Councilmembers voted against the motion. No Councilmembers abstained from voting on the motion.

Public Hearing: Ordinance 26-06—Annexation and Zoning Assignment of Parcel 03-049-0010 & 03-049-0013 Located at Approximately 2600 South 1500 West, Containing 42.81 Acres and Assigning Zoning of R-2A (Residential) to Parcel 03-049-0010 and R-M (Mixed Residential) to Parcel 03-049-0013
Mayor Larry Jacobsen opened the public hearing at 9:01 PM MT.

Mr. Michael Viula, of 3529 S 1300 W, NIBLEY, UT 84321-1201, provided written comments regarding the annexation and zoning assignment on the agenda. His written comments are included in the printed record copy of the meeting minutes.

Mr. Dan Larsen, of HYRUM, UT, provided spoken comments regarding the annexation and zoning assignment on the agenda.

Mr. Kevin Kartchner, of WELLSVILLE, UT, provided spoken comments regarding the annexation and zoning assignment on the agenda.

Mr. Blaine Hamblin, of RIVERSIDE, UT, provided spoken comments regarding the annexation and zoning assignment on the agenda.

There being no further public comments, Mayor Larry Jacobsen closed the public hearing at 9:09 PM MT.

Discussion and Consideration: Ordinance 26-06—Annexation and Zoning Assignment of Parcel 03-049-0010 & 03-049-0013 Located at Approximately 2600 South 1500 West, Containing 42.81 Acres and Assigning Zoning of R-2A (Residential) to Parcel 03-049-0010 and R-M (Mixed Residential) to Parcel 03-049-0013
Councilmember Nathan Laursen moved to approve Ordinance 26-06—Annexation and Zoning Assignment of Parcel 03-049-0010 & 03-049-0013 Located at Approximately 2600 South 1500 West, Containing 42.81 Acres and Assigning Zoning of R-2A (Residential) to Parcel 03-049-0010 and R-M (Mixed Residential) to Parcel 03-049-0013 for first reading. Councilmember Nick Kenczka seconded the motion.

Mayor Larry Jacobsen briefly discussed housing prices and affordable housing with the applicants.

There being no further discussion, Mayor Larry Jacobsen called for a vote.

> *Voting on the motion was as follows:*
> *Councilmember Nathan Laursen voted in favor.*
> *Councilmember Erin Mann voted in favor.*
> *Councilmember Garrett Mansell voted in favor.*
> *Councilmember Nick Kenczka voted in favor.*
> *Councilmember Randy Spaulding voted in favor.*

The motion passed unanimously 5-0; with Councilmember Nathan Laursen, Councilmember Erin Mann, Councilmember Garrett Mansell, Councilmember Nick Kenczka, and Councilmember Randy Spaulding voting in favor. No Councilmembers voted against the motion. No Councilmembers abstained from voting on the motion.

Discussion and Consideration: Ordinance 26-20—Substituting NCC 5.08 Residential Solicitation
Assistant City Recorder Talon Bigelow gave a brief overview of the proposed substitution of Chapter 5.08 of Nibley City Code concerning residential solicitation.

Councilmember Nathan Laursen moved to approve Ordinance 26-20—Substituting NCC 5.08 Residential Solicitation for first reading. Councilmember Nick Kenczka seconded the motion. There being no discussion, Mayor Larry Jacobsen called for a vote.

Voting on the motion was as follows:
Councilmember Nathan Laursen voted in favor.
Councilmember Erin Mann voted in favor.
Councilmember Garrett Mansell voted in favor.
Councilmember Nick Kenczka voted in favor.
Councilmember Randy Spaulding voted in favor.

The motion passed unanimously 5-0; with Councilmember Nathan Laursen, Councilmember Erin Mann, Councilmember Garrett Mansell, Councilmember Nick Kenczka, and Councilmember Randy Spaulding voting in favor. No Councilmembers voted against the motion. No Councilmembers abstained from voting on the motion.

Workshop: Property Along Nibley Gardens Trail
City Manager Justin Maughan reviewed the history of the City-owned property along Nibley Gardens Trail. He explained that in 2006 the City entered into an agreement with adjacent property owners allowing them to use and maintain portions of the property as backyard areas. He stated that questions regarding enforcement of the agreement with newer property owners led to discussions about resolving the matter.

Mr. Maughan explained that staff explored the option of selling the property to adjacent homeowners, including obtaining preliminary land value estimates and anticipated survey and platting costs. He requested Council direction on how to proceed, noting that the existing agreement contains areas of uncertainty and that resolving the matter would provide clarity moving forward.

Mayor Larry Jacobsen allowed public input during the workshop with Council consent. Councilmember Nathan Laursen stated that, based on his review of the agreement, the intended resolution appeared to be for the City to sell the property to adjacent owners at an undeveloped land value.

Councilmembers discussed the estimated costs associated with transferring the property, including survey and recording fees. Councilmember Randy Spaulding questioned whether those costs could be reduced or shared among property owners. Mr. Maughan explained that the costs were based on preliminary estimates and that staff could explore options for completing the process.

Mr. Shane Bertolio, of 2869 S 1080 W, Mr. John Swanton, of 2915 S 1080 W, Ms. Rachel Swanton, of 2915 S 1080 W, Mr. Tony Tuddenham, of 2885 S 1080 W, and Ms. Kendal Munoz, of 2929 S 1080 W, all of NIBLEY, UT, discussed individually with the Council their preferences on what to do with the portions of land behind their property and potential purchase prices.

Workshop: Discussion on the Watering of Parks & Open Spaces and Water Conservation

City Parks Manager Rod Elwood discussed the watering of public spaces in Nibley City with focus on ways to conserve water. He presented a watering plan that fluctuates with current water supply and emergencies. The Council discussed water conservation and methods to reduce usage across the City.

Council Reports

Councilmembers and staff individually discussed items of concern and priorities for the future.

Adjournment

There being no objection, Mayor Larry Jacobsen adjourned the meeting at 10:33 PM MT.

ATTEST: Talon Bigelow

Talon Bigelow, Assistant City Recorder