

**REGULAR SESSION OF THE
BRIGHAM CITY COUNCIL**

July 16, 2026

6:00 p.m.

PRESENT:	D.J. Bott	Mayor
	Dave Hipp	Councilmember
	Dave Jeffries	Councilmember
	Matthew Jensen	Councilmember
	Ryan Smith	Councilmember
	Robin Troxell	Councilmember
ALSO PRESENT:	Mark Bradley	City Planner
	Jared Glover	Police Commander
	Tom Kotter	Community and Economic Development Director
	Derek Oyler	City Administrator
	Jeremy Poppleton	Assistant Fire Chief
	Kristina Rasmussen	City Recorder
	Jeff Schmitt	Finance Director
	Brandon Thueson	Fire Chief
	Mike Waite	Public Works Director

At 6:00 PM Mayor Bott called the meeting to order. The prayer was given by Bishop Jeremy Briggs, 18th Ward and the pledge of allegiance followed.

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. Approval of the June 18, 2026 City Council Meeting

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

SCHEDULED DELEGATION

Todd Love presented information about the firefly population in Brigham City and discussed opportunities to preserve local habitat while educating the public about this unique natural resource. He explained that fireflies are rare in the western United States, are found in several locations throughout Brigham City, and serve as an indicator of a healthy ecosystem.

Mr. Love highlighted the following:

- Shared a map identifying known firefly locations throughout Brigham City, including several on City-owned property.
- Explained that fireflies rely on wetland habitat, water flow, and low light pollution to survive.

- Expressed concern that future development could impact existing habitat and suggested protecting portions of City-owned property near the Animal Shelter through a sensitive lands or green space designation.
- Proposed future opportunities such as a small nature park, educational walking trails, guided tours, and a community firefly festival modeled after similar programs in other Utah communities.
- Noted that TreeUtah had expressed interest in partnering with the City by providing matching funds for tree planting if a preservation project were pursued.

Mayor Bott thanked Mr. Love for the presentation and encouraged continued discussions with City staff and the Avian Shores development team to explore opportunities to incorporate habitat preservation into future planning. Council Member Troxell thanked Mr. Love for the informative presentation.

EMPLOYEE RECOGNITION

Mayor Bott recognized five new employees who have recently joined the Brigham City team and welcomed them to the organization. The following employees were recognized:

- Angela Bounds – Community Center Activity Coordinator
- Austin Daugherty – Accounting Clerk
- Katie Abney Perry – Accounting Clerk
- Jordan Claridge – Parks Lead
- Baxter Wise – Recreation Coordinator

Mayor Bott noted that the employees had already been serving in their positions and were doing an excellent job, helping fill several important vacancies within the organization.

PUBLIC HEARINGS

Storm Water Management Plan Updates

Public Works Director Mike Waite presented proposed updates to the City's Stormwater Management Plan following a recent MS4 audit conducted by the Utah Division of Environmental Quality. He explained that the revisions update program guidelines, deadlines, goals, standard operating procedures, and staff responsibilities to accurately reflect current operations and maintain compliance with the City's MS4 permit. Mr. Waite noted that many of the revisions consisted of standard language and definitions required by the State.

MOTION: Councilmember Jensen made a motion to open the public hearing for the Storm Water Management Plan Updates. Councilmember Hipp seconded the motion.

There were no public comments

MOTION: Councilmember Jeffries made a motion to close the public hearing for the Storm Water Management Plan Updates. Councilmember Jensen seconded the motion.

MOTION: Councilmember Hipp made a motion to adopt the updates to the Storm Water Management Plan. Councilmember Jeffries seconded the motion. Motion Passed Unanimously

Storm Water Management Plan

Mayor Bott explained that the second public hearing was required by the State to receive public input on the Stormwater Management Plan. He noted that no additional presentation was necessary, as the plan updates had just been reviewed and approved during the previous agenda item.

MOTION: Councilmember Hipp made a motion to open the public hearing for the Storm Water Management Plan. Councilmember Jensen seconded the motion.

There were no public comments.

MOTION: Councilmember Jensen made a motion to close the public hearing for the Storm Water Management Plan. Councilmember Jeffries seconded the motion.

Consideration of Ordinance Adopting Compensation Increases for Executive Municipal Officers

Finance Director Jeff Schmitt presented the proposed compensation increases for Brigham City's executive municipal officers. He explained that Utah law requires municipalities to hold an annual public hearing to disclose compensation for executive municipal officers. Mr. Schmitt noted that the proposed compensation amounts had been included in the tentative FY 2026–27 budget approved by the Council and that the public hearing was required before the increases could become effective.

Mayor Bott clarified that although the proposed compensation had been included in the tentative budget, the increases could not take effect until after the required public hearing had been held.

MOTION: Councilmember Hipp made a motion to open the public hearing for the Compensation Increases for Executive Municipal Officers. Councilmember Jensen seconded the motion.

Julianna Larsen: asked whether executive salary increases would occur annually in addition to any cost-of-living adjustments.

MOTION: Councilmember Hipp made a motion to close the public hearing for the Compensation Increases for Executive Municipal Officers. Councilmember Troxell seconded the motion.

Following the public hearing, Tom Kotter explained that the compensation amounts presented reflected the FY 2026–27 salaries, including the 5% cost-of-living adjustment approved in the tentative budget. He clarified that these would be the salaries paid for the fiscal year and that any future change to executive compensation would require another public hearing as required by state law. Mr. Schmitt also confirmed that the compensation figures had been included in the tentative budget previously adopted by the Council.

Councilmembers asked whether adopting the compensation ordinance before final budget approval was procedurally appropriate. Mr. Oyler explained that the tentative budget, including the proposed compensation amounts, had already been adopted and that the public hearing was the final statutory requirement before the compensation could become effective.

MOTION: Councilmember Troxell made a motion to approve the ordinance adopting compensation increases for executive municipal officers. Councilmember Hipp seconded the motion.

Roll Call:

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

PUBLIC COMMENT

Philip Zieseniss - thanked the Mayor and City Council for their partnership and cooperation with Habitat for Humanity and expressed appreciation for the City's continued support.

Matt Hutchings - expressed concerns regarding the recent removal of parking spaces near 9 West Main Street. He stated the changes had reduced already limited parking available for nearby businesses and questioned the process used to remove the parking, including whether traffic studies or public hearings had been conducted. He requested additional information regarding the City's long-term plans for the area.

Donovan Malone - discussed the proposed FY 2026–27 budget and property tax increase. He encouraged the Council to eliminate the remaining proposed property tax increase by reducing expenditures rather than increasing taxes. Mr. Malone also questioned the planned funding for a second fire station, stating he believed the project should receive additional public discussion before budget funds were allocated.

Danielle Laursen - spoke regarding the proposed budget and property tax increase. She encouraged the City to balance the budget without increasing property taxes and expressed concerns regarding utility fund transfers, executive compensation increases, and the residency of several City department directors. She also stated her opposition to the City's plans for the library and cemetery.

COUNCILMEMBER COMMENTS

Councilmember Jensen - commented on the success of Brigham City's Fourth of July celebration and the Utah 250 celebration held at Utah State University. He also welcomed Council Member Jeffries back following his extended work assignment.

Councilmember Jeffries - expressed his appreciation for the welcome back and shared that he had completed his temporary work assignment and was happy to be back in Brigham City full-time.

Councilmember Hipp - thanked residents who had taken the time to meet with Council Members to discuss City issues, noting the value of those conversations. He also thanked Todd Love for sharing his passion for preserving Brigham City's firefly population and encouraged residents to continue bringing ideas and concerns before the Council.

Councilmember Troxell - expressed appreciation for City employees and the work they perform, particularly during the busy summer season. She acknowledged the financial concerns discussed during the meeting while recognizing the increasing responsibilities associated with maintaining City infrastructure and complying with changing state requirements. She also encouraged residents to help protect the City's stormwater system by keeping storm drains clear of debris.

Mayor Bott - stated that City staff would meet with local business owners to discuss the long-term parking plan near 9 West Main Street. He explained that the Council does not respond to public comments during the meeting in order to comply with the Open and Public Meetings Act but that comments are considered and may be brought back for future discussion. Mayor Bott also addressed comments regarding City employees, stating that hiring decisions are based on selecting the best-qualified applicants regardless of where they reside and expressed his appreciation for the dedication of City staff. He concluded by thanking the community for its participation in the Fourth of July and Utah 250 celebrations and recognized City employees for their continued service and response to emergencies throughout the year.

ACTION ITEMS

Consideration of Ordinance Amending Brigham City General Plan, Transportation Master Plan, to include future proposed public roadways that would extend and connect 100 West Street from 700 South to Fishburn Drive and Lakeview Drive from 200 West to main Street – Tabled Item From January 15, 2026

Mark Bradley presented the continued request to amend the Brigham City General Plan Transportation Master Plan to include future proposed roadway connections extending 100 West from 700 South to Fishburn Drive and Lakeview Drive from 200 West to Main Street. He reminded the Council that the item had originally been presented on January 15, 2026, when a public hearing was held and the Council voted to continue the item to allow additional information to be gathered.

City Administrator Derek Oyler reported that since the January meeting, Brigham City had acquired several properties within the proposed north-south corridor. He also stated that staff had met with business owners affected by the proposal and found differing opinions regarding the proposed roadway connections.

Mr. Oyler emphasized that including the roadways on the Transportation Master Plan does not obligate the City to construct the roads or require existing businesses to dedicate property. Instead, the amendment preserves the City's ability to evaluate future roadway connections if properties are redeveloped or undergo a change in use. He explained that any future roadway requirements would be evaluated through traffic studies, engineering review, and the City's development review process at the time redevelopment occurs.

Council Member Smith asked which roadway segments would likely be required if redevelopment occurred. Mr. Oyler explained that if the existing school property were ever redeveloped for residential use, staff would recommend construction of the north-south roadway from 700 South to Fishburn Drive, as well as the Lakeview Drive connection to First West, to provide adequate public access. He noted that the proposed connection from First West to Main Street would be evaluated based on the type of future redevelopment and traffic conditions, and that its inclusion on the Master Plan simply preserves the City's flexibility to consider the connection if warranted.

Council Member Jensen asked whether future developers could be required to construct the roadway as part of a redevelopment project. Mr. Oyler responded that including the roadway on the Master Plan provides the City with that option during future negotiations and development review.

Council Member Troxell asked whether the City had immediate plans to construct the roadway through City-owned property. Mr. Oyler stated that no funding for construction was included in the FY 2026–27 budget and that any future construction would be discussed with the Council at a later date.

Prior to council action, Mayor Bott opened a public comment period specific to the proposed Transportation master Plan amendment. Councilmember Jensen made a motion to re-open public comment. Councilmember Jeffries seconded.

Jenae Worthy - owner of Burgers & Scoops and Taco Time, expressed concerns that the proposed roadway alignment would negatively affect her businesses and future retirement plans. She stated that her family had owned and operated restaurants in Brigham City for more than 35 years and was currently exploring the sale of the businesses as part of their retirement. Mrs. Worthy said she believed including the roadway in the Transportation Master Plan could discourage prospective buyers and reduce the property's value. While she appreciated the City's purchase of several residential properties within the corridor, she felt business owners had not received the same consideration and expressed concern that a future roadway could significantly impact access, parking, and the long-term viability of her businesses.

Councilmember Jensen made a motion to close public comment. Councilmember Hipp seconded the motion.

MOTION: Councilmember Hipp made a motion to approve the Ordinance amending Brigham City General Plan, Transportation Master Plan, to include future proposed public roadways that would extend and connect 100 West Street from 700 South to Fishburn Drive and Lakeview Drive from 200 West to Main Street . Councilmember Jensen seconded the motion.

Roll Call:

Councilmember Troxell– Aye; Councilmember Smith – Nay; Councilmember Hipp – Aye;
Councilmember Jeffries – Aye; Councilmember Jensen - Aye

Approval of American Way Storage Subdivision Preliminary Plat located at 350 North and 900 West (American Way)

Mark Bradley presented the preliminary plat for the American Way Storage Subdivision located at 350 North and 900 West. He explained the property was previously rezoned from Agricultural to Industrial and that the applicant has been working with the U.S. Army Corps of Engineers to address wetlands on the site.

Mr. Bradley reviewed the proposed subdivision, noting that Lots 1 and 2 are intended for development while Parcels A and B will remain non-buildable until the wetlands are mitigated. The applicant plans to construct a storage facility on Lot 1 and complete required public improvements, including curb, gutter, sidewalk, and the extension of 350 North. Staff supported a six-foot sidewalk adjacent to the curb to reduce wetland impacts, consistent with City standards.

Council Members asked questions regarding the development review process, sidewalk design, retaining wall requirements, and the future development of the wetland parcels. Mr. Bradley explained that the plans had been reviewed by the City's Development Review Team and Planning Commission, which recommended approval. He also noted that retaining wall details would be finalized during the final plat process and that Parcels A and B would remain non-buildable until wetland requirements are resolved.

MOTION: Councilmember Smith made a motion to approve the American Way Storage Subdivision Preliminary Plat located at 350 North and 900 West (American Way) as presented Councilmember Jeffries seconded the motion. Motion passed unanimously.

Consideration of Resolution updating Employee Policies for Retirement Benefits

Derek Oyler presented a resolution updating Chapter 10 of the Employee Policy Manual to reflect changes to Tier 2 Utah Retirement System contribution rates for non-public safety employees. He explained that the changes update retirement contribution rates to match current Utah Retirement System requirements and the FY 2026–27 budget.

Mr. Oyler also informed the Council that proposed revisions to the holiday pay policy had been inadvertently omitted from the agenda packet. Those changes will be presented for consideration at the next City Council meeting.

Council Member Smith asked about the reduction in employer contribution rates. Mr. Oyler explained that some retirement rates have decreased over the past several years and that the changes primarily affect Tier 2 employee retirement contributions.

MOTION: Councilmember Troxell made a motion to approve the Resolution updating Employee Policies Chapter 10 for retirement benefits as presented. Councilmember Jeffries seconded the motion.

Roll Call:

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

Council adjourned to a Redevelopment Agency Meeting

At 7:39 PM Councilmember Jensen made a motion to enter a closed session to discuss the purchase, exchange, or lease of real property and the character or professional competence of an individual. Council Member Smith seconded the motion.

Roll Call:

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

At 8:38 PM Council came back into regular session. Councilmember Hipp made a motion to adjourn. Councilmember Jeffries seconded the motion. 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 July 16, 2026 City Council Meeting.

Dated this 10th of August, 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.

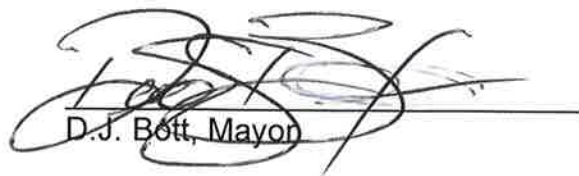
**CLOSED SESSION
OF THE BRIGHAM CITY COUNCIL
July 16, 2026
7:40 P.M.**

PRESENT:	D.J. Bott Dave Hipp Dave Jeffries Matthew Jensen Ryan Smith Robin Troxell	Mayor Councilmember Councilmember Councilmember Councilmember Councilmember
ALSO PRESENT:	Derek Oyler Kristina Rasmussen Nicole Cottle Jared Gover	City Administrator City Recorder City Attorney -Via Zoom Police Commander

I, D.J. Bott, Mayor of Brigham City, do hereby affirm that one of the purposes for closing the meeting and adjourning to a Closed Session on Thursday, July 16, 2026, was to discuss the character, professional competence, or physical or mental health of an individual. Therefore, no recording of this portion of the closed session meeting was performed.

This statement is signed in accordance with Utah Code, Section 52-4-206(6)(a) of the Open and Public Meetings Law.

The closed session was recorded for remaining items and adjourned to an open meeting at 8:38 p.m.


D.J. Bott, Mayor

ATTEST:


Kristina Rasmussen, City Recorder

