NOTICE AND AGENDA
BRIGHAM CITY COUNCIL MEETING
Thursday, April 2, 2026 6:00 PM
City Council Chambers, 20 North Main
To View Live Meeting Visit:
https://www.bcutah.gov/mayor-and-city-council.htm **or**
www.youtube.com/brighamcitycorp

6:00 REGULAR COUNCIL MEETING
Thought, Reading, or Invocation: Bishop Kevin Lane, Lakeview Ward
Pledge of Allegiance

6:03 CONSENT
1. Approval of March 19, 2026 City Council Meeting Minutes

6:04 EMPLOYEE RECOGNITION
1. New Hires in Facilities, Police, Power, Fire and Senior Services Departments

6:05 PUBLIC COMMENTS [1] ***(Per Utah Code, Council will receive input only, no decision can be made)***

6:10 COUNCILMEMBER COMMENTS

6:15 ACTION ITEMS
1. Consideration of Ordinance Amending City Code Title 5-1-101 and 5-1-109: Parks, Recreation and City Facilities – Chris Horsley

6:30 CLOSED SESSION
Consideration to enter a closed session to discuss: purchase/exchange/lease of real property; pending litigation; cyber security; or character/professional competence or physical/mental health of an individual.

Assigned times may vary depending on discussion length or agenda alteration. ADA Notice: Individuals needing special accommodations should contact the City Recorder at 435-734-6621 at least 48 hours before the meeting. Councilmembers may participate electronically.

CERTIFICATE OF POSTING
The undersigned duly appointed City Recorder certifies the above notice was posted in three public places within the Brigham City limits, and on the City and State Public Meeting Notice websites on March 26, 2026. A copy was also provided to the Box Elder New Journal.
Kristina Rasmussen, City Recorder

[1] Each individual is limited to three minutes. Total input period is limited to 15 minutes.

BRIGHAM CITY
AGENDA ITEM FOR CITY COUNCIL MEETING

1. INITIATED BY: Angie Johnsen

2. DEPARTMENT OR DIVISION: Human Resources

3. DATE INITIATED: March 24, 2026

4. BRIEF EXPLANATION OF PROPOSED ACTION (ATTACH OTHER DOCUMENTATION AS NECESSARY):

   Brigham City New Hires:

   Randy Petersen - Facilities Maintenance Technician
   Kaycee Cook - Police Evidence Technician
   Aaron Leonhardt - Power Foreman
   Duncan Steele - Firefighter Paramedic
   Kathleen Padilla - Community Center Culinary Specialist
   Annie Matthews - Community Center Culinary Specialist
   Madilyn Anderson - Crossing Guard

5. ESTIMATED TIME NEEDED: 3-5 minutes

6. PROPOSED DATE FOR COUNCIL ACTION: April 02, 2026

7. EXPLANATION OF DEADLINE, IF APPLICABLE:

8. REVIEW

Date	Name	Signature	Attachment
March 24, 2026	Angie Johnsen	eSigned via GovOS.com Angie Johnsen Key: 323621ea-7128-4d35-b69a-a3d90f6adafe	

9. MAYOR'S SIGNATURE: eSigned via GovOS.com D J Bott Key: 6054d8e0c-e6b3-440c-bdc6-2f08fbfefb2c

REGULAR SESSION OF THE
BRIGHAM CITY COUNCIL
March 19, 2026
6:00 p.m.

PRESENT:	DJ Bott	Mayor
	Dave Hipp	Councilmember
	Dave Jeffries	Councilmember
	Matthew Jensen	Councilmember
	Robin Troxell	Councilmember
ALSO PRESENT:	Mark Bradley	City Planner
	Nicole Cottle	City Attorney
	Tom Kotter	Community and Economic Development Director
	Derek Oyler	City Administrator
	Tyler Pugsley	Power Director
	Kristina Rasmussen	City Recorder
	Chief Reyes	Police Chief
	Jeff Schmitt	Finance Director
	Chief Thueson	Fire Chief
EXCUSED:	Ryan Smith	Councilmember

Mayor Bott called the meeting to order at 6:00 p.m. The invocation was offered by Pastor Kirk Probasco, Community Presbyterian Church. The Pledge of Allegiance followed.

CONSENT ITEMS

Mayor Bott introduced four consent items:

1. Approval of the March 5, 2026 City Council Meeting Minutes.
2. Appointments of Rachel Ekman and Jake Barker as alternate members of the Planning Commission.
3. Request to Write-Off $2,918.39 in Utility Accounts due to balances being sent to collections.
4. Request to Write Off $1,103.89 in Library Accounts due to balances being sent to collections.

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

PUBLIC HEARINGS

Consideration of Ordinance Approving the Annexation of 5.59 acres located at approximately SR-13 and 2400 West into Brigham City Corporate Limits

Mark Bradley presented an overview of the proposed annexation, explaining that the request includes approximately 5.59 acres located near SR-13 and 2400 West. He noted the annexation area consists of a single parcel, as well as portions of roadway and Union Pacific Railroad right-of-way.

MOTION: Councilmember Troxell made a motion to open the public hearing regarding the Ordinance Approving the Annexation of 5.59 acres located at approximately SR-13 and 2400 West into Brigham City Corporate Limits. Councilmember Hipp seconded the motion. Motion passed unanimously.

There were no public comments.

MOTION: Councilmember Jensen made a motion to close the public hearing regarding the Ordinance Approving the Annexation of 5.59 acres located at approximately SR-13 and 2400 West into Brigham City Corporate Limits. Councilmember Jeffries seconded the motion. Motion passed unanimously.

MOTION: Councilmember Jensen made a motion to approve the Ordinance Approving the Annexation of 5.59 acres located at approximately SR-13 and 2400 West into Brigham City Corporate Limits. Councilmember Jeffries seconded the motion.

Roll Call:
Councilmember Hipp – Aye; Councilmember Jensen – Aye; Councilmember Troxell– Aye; Councilmember Jeffries – Aye

Consideration of Ordinance approving the Annexation of 495.17 Acres Located at Approximately SR-13 and 1200 West and the North Side of The Brigham City Airport into Brigham City Corporate Limits

Mr. Bradley presented the proposed annexation, explaining that the request includes approximately 495.17 acres consisting of multiple parcels owned by Brigham City Corporation. He displayed the annexation area on a map, noting the parcels are currently located in unincorporated county areas and would be incorporated into the City limits.

MOTION: Councilmember Hipp made a motion to open the public hearing regarding the Ordinance approving the Annexation of 495.17 Acres Located at Approximately SR-13 and 1200 West and the North Side of The Brigham City Airport into Brigham City Corporate Limits. Councilmember Troxell seconded the motion. Motion passed unanimously.

There were no public comments.

MOTION: Councilmember Hipp made a motion to close the public hearing regarding Ordinance approving the Annexation of 495.17 Acres Located at Approximately SR-13 and 1200 West and the North Side of The Brigham City Airport into Brigham City Corporate Limits. Councilmember Jeffries seconded the motion. Motion passed unanimously.

MOTION: Councilmember Hipp made a motion to approve the Ordinance approving the Annexation of 495.17 Acres Located at Approximately SR-13 and 1200 West and the North Side of The Brigham City Airport into Brigham City Corporate Limits. Councilmember Jeffries seconded the motion.

Roll Call:
Councilmember Hipp – Aye; Councilmember Jensen – Aye; Councilmember Troxell– Aye; Councilmember Jeffries – Aye

Consideration of Ordinance Amending the Brigham City General Plan Future Land Use Map to Change the Land Use Designation From Office/Light Industrial to Low Density Residential and Medium Density Residential on Approximately 74 Acres Located Between SR-13 and 1500 North and Between 1000 West and Union Pacific Railroad

Mark Bradley clarified that this request is for a General Plan amendment, not a zoning change, as the property is not currently within Brigham City limits. He explained that the amendment is intended to guide future land use prior to a potential annexation request.

Mr. Bradley presented the location of the approximately 74-acre property, noting it is situated west of the Union Pacific Railroad and along SR-13. He explained that the current Future Land Use Map designates the area as Office/Light Industrial and that the applicant is requesting to change the designation to Low Density Residential and Medium Density Residential. He described the proposed concept, indicating the northern portion would be low-density residential, while the southern portion would be medium-density residential, including a transition of housing types.

Mr. Bradley reported that the Planning Commission held a public hearing and recommended approval of the amendment by a 5–1 vote. He noted concerns raised during that meeting regarding the site's relative isolation, access constraints, and connectivity challenges related to SR-13, 1500 North, and the railroad corridor.

Council discussion followed regarding the purpose of the General Plan amendment as a precursor to annexation and zoning, potential future development impacts, access and infrastructure considerations, and long-term growth patterns. Staff clarified that approval of the General Plan amendment does not approve a specific development or zoning designation and that additional review would occur during future annexation and zoning processes. It was also noted that the City currently has limited remaining land designated for single-family residential development in the General Plan.

MOTION: Councilmember Troxell made a motion to open the public hearing regarding Amending the Brigham City General Plan Future Land Use Map to Change the Land Use Designation From Office/Light Industrial to Low Density Residential and Medium Density Residential on Approximately 74 Acres Located Between SR-13 and 1500 North and Between 1000 West and Union Pacific Railroad. Councilmember Jensen seconded the motion. Motion passed unanimously.

There were no public comments.

MOTION: Councilmember Jeffries made a motion to close the public hearing regarding Amending the Brigham City General Plan Future Land Use Map to Change the Land Use Designation From Office/Light Industrial to Low Density Residential and Medium Density Residential on Approximately 74 Acres Located Between SR-13 and 1500 North and Between 1000 West and Union Pacific Railroad. Councilmember Jensen seconded the motion. Motion passed unanimously.

At the request of the Council, the applicant, Clark Conway of Stewart Land Company, addressed the Council. He provided an overview of the proposed development concept, including a mix of housing types with an estimated yield of approximately 300 units at an average density of approximately four units per acre. He explained the intent to provide a transition of housing types and noted potential infrastructure improvements, including addressing access challenges and coordination with UDOT and the railroad crossing. He indicated flexibility in the mix of housing densities based on Council feedback.

Council and staff further discussed the flexibility of future zoning designations following annexation and clarified that additional approvals would be required prior to any development.

MOTION: Councilmember Hipp made a motion to approve the Ordinance Amending the Brigham City General Plan Future Land Use Map to Change the Land Use Designation From Office/Light Industrial to Low Density Residential and Medium Density Residential on Approximately 74 Acres Located Between SR-13 and 1500 North and Between 1000 West and Union Pacific Railroad.. Councilmember Jeffries seconded the motion.

Roll Call:
Councilmember Hipp – Aye; Councilmember Jensen – Aye; Councilmember Troxell– Aye; Councilmember Jeffries – Aye

Consideration of Ordinance enacting Brigham City Code Title 5, Consolidated Fee Schedule, and Repealing all Ordinances, Resolutions, Policies and Procedures enacting fees, except that the Ordinance enacting the current Impact Fees shall remain in place and the current Impact Fees chapter shall now be included in Title 5 and renumbered

Nicole Cottle explained that Title 5 is a new title to the Brigham City Code created to consolidate the City's various fees into a single location. She stated that the purpose of the ordinance is to gather all historical fees adopted across multiple departments into one document for improved transparency, accessibility, and administrative efficiency. She emphasized that the ordinance does not change any fee amounts and does not create any new fees, but simply consolidates existing fees into one place for ease of use by residents, staff, and the public.

Ms. Cottle further explained that many of the fees had previously been adopted by resolution or policy rather than codified in ordinance, which required staff to locate and verify fee authority from multiple historical sources. She stated that consolidating the fees into Title 5 would help ensure consistency and compliance moving forward. She also clarified that the current impact fee ordinance would remain in effect as required by state law, but the impact fee chapter would be renumbered and included within Title 5 for organizational purposes.

Ms. Cottle noted that although most of the fees being consolidated did not require a public hearing, the City elected to conduct one to ensure the fee schedule was clearly and properly adopted in a unified format. She also explained that ordinance language had been included to ensure continuity of fee enactment during the transition period between adoption and posting.

City Administrator Derek Oyler added that additional fee adjustments would be brought back to the Council through the budget process and future ordinance amendments, but the current ordinance serves as a clean starting point for the consolidated fee schedule. Ms. Cottle also acknowledged the substantial staff effort involved in collecting and verifying the historical fee information from all departments.

During Council discussion, questions were asked regarding whether the fees had previously been codified. Ms. Cottle explained that many had been properly adopted by resolution rather than ordinance and that, for this reason, a code amendment matrix was not used in the same manner as with prior ordinance enactments. She again confirmed that no fee amounts or line items were changed or added as part of this ordinance.

MOTION: Councilmember Troxell made a motion to open the public hearing regarding Ordinance enacting Brigham City Code Title 5, Consolidated Fee Schedule, and Repealing all Ordinances, Resolutions, Policies and Procedures enacting fees, except that the Ordinance enacting the current Impact Fees shall remain in place and the current Impact Fees chapter shall now be included in Title 5 and renumbered. Seconded by Councilmember Jensen. Motion passed unanimously.

There were no public comments.

MOTION: Councilmember Jeffries made a motion to close the public hearing regarding Ordinance enacting Brigham City Code Title 5, Consolidated Fee Schedule, and Repealing all Ordinances, Resolutions, Policies and Procedures enacting fees, except that the Ordinance enacting the current Impact Fees shall remain in place and the current Impact Fees chapter shall

now be included in Title 5 and renumbered. Seconded by Councilmember Hipp. Motion passed unanimously.

MOTION: Councilmember Troxell made a motion to approve the Ordinance enacting Brigham City Code Title 5, Consolidated Fee Schedule, and Repealing all Ordinances, Resolutions, Policies and Procedures enacting fees, except that the Ordinance enacting the current Impact Fees shall remain in place and the current Impact Fees chapter shall now be included in Title 5 and renumbered. Councilmember Hipp seconded the motion.

Roll Call:
Councilmember Hipp – Aye; Councilmember Jensen – Aye; Councilmember Troxell– Aye; Councilmember Jeffries – Aye

PUBLIC COMMENT

There were no public comments.

COUNCILMEMBER AND CITY ADMINISTRATOR COMMENTS

Councilmember Jensen – expressed appreciation for the recent caucus meetings and noted it was encouraging to see community members actively participating in local government.

Councilmember Jeffries - reminded the public of the upcoming ribbon cutting for the Box Elder County Community Campus for the Boys and Girls Club.

Councilmember Hipp – reported on attending a Youth City Council event in the Mayor's absence and conveyed appreciation for the youth's engagement and representation of the community.

Councilmember Troxell - reported on several meetings and community initiatives, including:

- Participation in a key leader coalition meeting through the Bear River Health Department focused on prevention services for youth.
- Promotion of the "Freedom 250" community activity program, which provides family-oriented activities throughout the city.
- Attendance at a Library Board meeting, including a presentation by Tom Kotter regarding updated budgeting processes.
- Library resources made available to the public regarding small modular reactor (SMR) technology.
- Attendance at a Coalition Against Domestic Violence meeting, including a presentation by Restoring Ancestral Winds on culturally appropriate services for Native American communities.
- Participation in a Utah State University advisory meeting, including efforts to support student recruitment and program expansion, as well as a public invitation to a university watch party event.
- Reminder of the Boys and Girls Club ribbon cutting event.

ACTION ITEMS

Consideration of Ordinance Amending The Brigham City Zoning Map to Assign a Zoning District to Land Associated With An Annexation Petition Located at the Northeast Corner of the Intersection of 2400 West and SR-13

Mark Bradley explained that this item corresponds with the annexation approved under Public Hearing #1. He stated that following annexation, the City is required to assign a zoning designation to the

property. He noted that the Planning Commission held a public hearing and recommended approval of the General Commercial (GC) zoning designation for the subject property, with a unanimous 3–0 vote.

MOTION: Councilmember Hipp made a motion to approve the Ordinance Amending The Brigham City Zoning Map to Assign a Zoning District to Land Associated With An Annexation Petition Located at the Northeast Corner of the Intersection of 2400 West and SR-13. Councilmember Jensen seconded the motion.

Roll Call:
Councilmember Hipp – Aye; Councilmember Jensen – Aye; Councilmember Troxell– Aye; Councilmember Jeffries – Aye

Consideration of Ordinance Amending The Brigham City Zoning Map to Assign Zoning Districts to Land Associated With An Annexation Petition Located at Approximately 1200 West and SR-13 and the North Side of the Brigham City Airport

Mr. Bradley explained that this item corresponds with the annexation approved under Public Hearing #2. He stated that the zoning designation for the subject property includes two districts: Manufacturing Distribution (MD) Industrial and Agricultural. He noted that these designations are consistent with the City's General Plan, with the industrial zoning aligning with the airport and SR-13 corridor and the agricultural zoning aligning with surrounding land uses. He further stated that the Planning Commission recommended approval.

MOTION: Councilmember Troxell made a motion to approve the Ordinance Amending The Brigham City Zoning Map to Assign Zoning Districts to Land Associated With An Annexation Petition Located at Approximately 1200 West and SR-13 and the North Side of the Brigham City Airport. Councilmember Hipp seconded the motion.

Roll Call:
Councilmember Hipp – Aye; Councilmember Jensen – Aye; Councilmember Troxell– Aye; Councilmember Jeffries – Aye

Approval of Resolution Authorizing Brigham City To Enter Into Interlocal Agreements For Mutual Aid With Northview, Weber, Tremonton, Ogden and Garland Fire Departments

Derek Oyler explained that interlocal agreements for mutual aid require approval by the City Council in a public meeting pursuant to state law. He stated that the agreements provide for reciprocal assistance between Brigham City and neighboring fire departments, allowing for additional support during emergency situations. He noted that some agreements are updates to existing arrangements, while others are new, particularly with departments in Weber County.

Mr. Oyler highlighted a recent example in which Northview Fire Department assisted Brigham City with a structure fire response, demonstrating the value of these agreements. He emphasized that the agreements are reciprocal in nature, meaning Brigham City will also provide assistance to other jurisdictions as needed, and that no direct cost is incurred by either party under these agreements.

Council discussion included clarification regarding the Northview Fire District's location in Weber County and confirmation that mutual aid responses are initiated as needed through direct communication between fire departments.

MOTION: Councilmember Hipp made a motion to approve the Interlocal Agreements for Fire Services with Northview, Weber, Tremonton, Ogden and Garland. Councilmember Jeffries seconded the motion.

Roll Call:
Councilmember Hipp – Aye; Councilmember Jensen – Aye; Councilmember Troxell– Aye; Councilmember Jeffries – Aye

DISCUSSION ITEM

Electric Rate Study Updates

Mayor Bott introduced the discussion item and invited power consultant Dave Berg, participating remotely, along with City Administrator Derek Oyler, to present an update on the electric rate study.

Mr. Berg provided an overview of the electric utility's current financial outlook and key assumptions used in the rate study analysis. He explained that the analysis assumes significant future sales growth driven by both residential development and large industrial load growth. He noted that this projected growth will require substantial capital improvements, including several new substations and additional system infrastructure. He also stated that the analysis assumes use of remaining bond proceeds, the issuance of additional future debt, the addition of another line crew, and the collection of impact fees associated with certain new growth.

Mr. Berg reviewed projected capital improvement costs over the coming years and explained that, under existing electric rates, operating revenues are expected to increase due to projected growth in sales. However, he noted that despite this growth, projected reserve levels would decline significantly over the study period due to capital costs, debt service, and operational needs. He stated that under the current assumptions, reserve levels would fall substantially below the City's target reserve goal of 50% of operating expenses.

Based on the analysis, Mr. Berg recommended annual rate increases of approximately 4% over a four-year period beginning in Fiscal Year 2027. He explained that the recommendation is based on the best information currently available, but actual needs may vary depending on future growth, wholesale power costs, and actual capital expenditures.

Mr. Berg also reviewed cost-of-service findings and stated that, overall, the major customer classes are currently paying amounts generally consistent with the cost to serve them. He indicated that he was not recommending different rate adjustments among customer classes beyond the proposed average increase.

The discussion then focused primarily on residential rate design. Mr. Berg explained that the current residential customer charge is below the cost-based level identified in the study, while energy charges are correspondingly somewhat high. He presented several scenarios showing how a 4% overall residential revenue increase could be structured through different combinations of customer charge and energy charge adjustments. He explained that a more aggressive increase in the fixed customer charge would reduce the need for energy charge increases, while a smaller adjustment to the customer charge would place more of the increase into volumetric rates.

Council discussion included questions regarding:

- the relationship between rate increases and growth-related capital improvements;
- the extent to which new growth will pay for infrastructure through impact fees, development agreements, and other funding sources;
- the effect of customer charge increases on low-usage and lower-income customers;
- whether reserve targets should remain at 50% of operating expenses as the utility grows;
- the fairness of existing tiered residential energy rates; and
- possible future consideration of residential time-of-use or demand-based rate structures.

Mr. Oyler clarified that staff had reviewed capital projects individually to determine which portions are attributable to new growth and which portions are system-wide costs to be borne by the broader customer base. He noted that some projects will be largely offset by one-time revenues tied to specific developments, while other costs, such as an additional line crew, would serve the entire utility system. He also emphasized the importance of maintaining adequate reserves as the City's electric infrastructure expands and ages, citing the substantial replacement cost of major system components.

Mr. Berg advised that, based on his experience, gradually increasing the residential customer charge over time—rather than making a large single adjustment—would likely be the most reasonable approach. He suggested that annual increases of approximately $2 to the residential customer charge, combined with corresponding energy rate adjustments, may provide a balanced path forward. He also indicated that future reporting would include additional discussion regarding residential time-of-use and demand-based rates, though those options were not being recommended for immediate implementation.

No formal action was taken on the discussion item. Mr. Berg stated that he would return with a more complete recommendation addressing all rate classes over the four-year period, including impacts on operating results and reserve levels.

At 7:52 PM Councilmember Jensen made a motion to proceed into closed session to discuss the purchase/exchange/lease of real property. The motion was seconded by Councilmember Hipp.

Roll Call:
Councilmember Hipp – Aye; Councilmember Jensen – Aye; Councilmember Troxell– Aye; Councilmember Jeffries – Aye

At 8:27 PM The council returned to opened and a motion was made by Councilmember Jensen to adjourn. Seconded by Councilmember Troxell and approved unanimously.

The undersigned duly appointed Recorder for Brigham City Corporation hereby certifies that the foregoing is a true, accurate and complete record of the March 19, 2026 City Council Meeting.

Dated this 3rd of April, 2026.

_____

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.

BRIGHAM CITY
AGENDA ITEM FOR CITY COUNCIL MEETING

1. INITIATED BY: Chris Horsley

2. DEPARTMENT OR DIVISION: Public Works - Recreation

3. DATE INITIATED: 03/25/20206

4. BRIEF EXPLANATION OF PROPOSED ACTION (ATTACH OTHER DOCUMENTATION AS NECESSARY):
Proposed updated Recreation Fees and Language

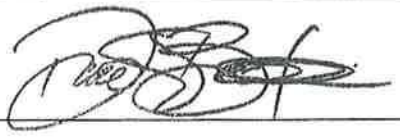
5. ESTIMATED TIME NEEDED: 15 minutes

6. PROPOSED DATE FOR COUNCIL ACTION: 04/02/2026

7. EXPLANATION OF DEADLINE, IF APPLICABLE:

8. REVIEW

Date	Name	Signature	Attachment
3-25-26	Chris Horsley		

9. MAYOR'S SIGNATURE: 

BRIGHAM CITY

CITY ATTORNEY
LEGAL DOCUMENT REVIEW

Document Name: Title 5 - Proposed Recreation Fees and Language Changes

Name of Person Requesting Legal Review: Sammy Oberg - Chris Horsley

Date Sent: 03/25/2026 Review Date Deadline: 03/26/2026

Reviewed by Attorney: _____ Date: 3/26/26

☒ Reviewed and acceptable as submitted

☐ See suggested changes:

Returned to: Recreation Date: 3/26/26

☐ Accepted as Received

Submitted to Mayor's Office By: KR Date: 3/26/26

Reviewed by Mayor's Office: _____

Derek Oyler, City Administrator

ORDINANCE 26-_____

AN ORDINANCE AMENDING THE CONSOLIDATED FEE SCHEDULE REGARDING RECREATION FEES

WHEREAS, the City has conducted a review of the current fees associated with recreation services; and

WHEREAS, the current fees do not represent the actual cost to provide the various services; and

WHEREAS, following a thorough review and study of the actual cost it is determined to be in the best interest of the City that the Title 5 Consolidated Fee Schedule be amended as set forth below;

NOW, THEREFORE, be it ordained by the City Council of Brigham City, Utah:

1. Title 5 shall be amended as set forth in Exhibit A attached hereto and incorporated herein by this reference and that all fees remain in effect until the publication and posting required by Utah Code has been effectuated so that no gaps in fee coverage shall occur.

This Ordinance shall become effective upon publication and posting as required by law.

PASSED AND ADOPTED by the City Council of Brigham City, Utah by a vote of ____ ayes and ___ nays this ___ day of _____, 2026.

BRIGHAM CITY CORPORATION

ATTEST:

_____
Dennis J Bott, Mayor

_____
Kristina Rasmussen, City Recorder

EXHIBIT A

5-1-101 ADMINISTRATION

1. Government Records Access Management Fees

    a. When a record is requested that will require more than fifteen minutes of staff time to produce, the actual cost to produce the record shall include:

        i. The cost of staff time to search, retrieve or redact the document and any other cost of complying with the request; and
        ii. The hourly charge shall not exceed the salary of the lowest paid employee who has the necessary skill and training to perform the request.

2. Delinquent Fees. Any fee, charge, or assessment not paid when due shall be considered delinquent and shall accrue interest at a rate of eighteen percent (18%) per annum, unless a different rate is established by contract, agreement, resolution, or other applicable law.

3. Special Event Permits

Category	**Fee/Requirement**
Application Review & Permit	$100
Late Application Fee (less than 30 calendar days prior to event)	$250
Mantua Reservoir Closure	Requires City Administrator or designee approval
Mantua Reservoir User Fee	$100/day + $5 per participant (if over 50 people)
Mantua Reservoir Launching Fee	$20
Displacing Public Fee (City Property)	$100/day + $5 per registered participant (if over 50); Requires City Administrator approval

Street / Intersection Closures

Category	**Fee**
1–3 Intersections Closed	$300 per intersection
4+ Intersections Closed	$750
Utility Setup (Water/Electricity)	$200 per service

City Services Staffing & Equipment

Service	**Fee**
Police	$75 per officer, per hour (2-hour minimum)
Ambulance Standby	$200/ hour minimum depending on level of service (see Fire section)
Traffic Operations	$25/hour per staff per street

Traffic Control Setup	$100 per occurrence
8' Crowd Control Panels	$8 per panel
Candlestick	$3 each
Cone	$2 each
Trash Container (300 Gallon)	$30
Trash Container (Big Bin)	$175
Additional Trash Container Drop-off/Pickup	$10 per additional container
City Staff	$25 per hour per staff
Utility Power Access	$50 per box
Street Sweeper	$75 per hour
Additional Equipment	FEMA price list

Miscellaneous Fees

Category	**Fee / Reference**
Fireworks Show Permit	$300
Fire Standby Personnel	$200/hour minimum total depends on level of service required (see fire section)

5-1-109 PARKS RECREATION AND CITY FACILITIES

1. Bowery Rentals

Bowery Size / Location	Resident	Non-Resident & Commercial
Small (Lindsay, Davis, Mary Christensen, Snow, & Horsley)	$60	$150
Midsize (John Adams, Sports Complex & Rotary Constitution)	$120	$300
Large (Rees Pioneer)	$150	$400

Pickleball Courts

Category	Fee	Notes
Single Court Rental	$10 per court per hour	Applies between 6:00am–8:00am and 6:00pm–10:00pm
Wi-Fi Request	$50 per day	
Staff Fee	$49 per hour per employee	
Recreation Building Rental	$1,000 per day	
Storage Space Rental (Tournament)	$500 per tournament	

Number of Courts	8:00am – 6:00pm	Alternate Rate / Notes
4 Courts	$145 / $250	Includes use of (1) Championship Court
8 Courts	$290 / $490	Includes use of (2) Championship Courts
12 Courts	$450 / $730	$500 deposit required to reserve up to one year in advance
17 Courts	$575 / $1,000	
24 Courts	$875 / $1,500	

Tennis Courts

Category	Fee
Single Court	$10 per hour
2 Courts	$20 per hour
4 Courts	$40 per hour
Wadman Courts	$20 per hour

2. Court Rentals

   a. Court Blocks (4-hour blocks between 8:00am – 6:00pm)

   b. A $500 deposit is required to reserve the venue up to one year in advance.

c. An additional Special Event Permit may be required based on event parameters.

d. Included with Tournament Rentals:

   i. 10 – 8' Tables

   ii. 20 Chairs

   iii. 1 Three-Tier Podium

   iv. 4 – 5 Gallon Water Jugs

   v. 6 – 10x10 Canopies

   vi. 4 Court Squeegees

   vii. 1 Court Blower

   viii. 1 Electronic Access Key

Disc Golf Course

Category	Fee
Disc Golf Course Rental	$40

Weekly Leagues

Category	Fee
League Participation	$15 per week

Multi-Use & Ball Fields

Category	Fee
Multi-Use Fields	$30 per hour
Softball/Baseball Field Rental (Weekday)	$25 per game
Softball/Baseball Field Rental (Weekend)	$40 per game
Field Prep (Per Game)	$25 per game
Between Games Field Prep	$10 per game
Equipment Rental (Chalk, etc.)	$15
Pitching Mound	$15 per game
Field Lights	$20 per hour
Soccer and Football Field Initial Field Set Up and Paint Manual	$300.00 per field
Soccer and Football Field Initial Field Set Up and Paint- Autonomous	$75.00 per field

3. Pool

Open Plunge

Category	Fee
Daily Admission	$8
Senior (60+)	$4

Punch Passes

Category	Fee
10-Punch Pass	$70
20-Punch Pass	$135

Family Season Pass

Household Size	Fee / Notes
3 People	$360
4 People	$440
5 People	$520
6 People	$600
More than 6 People	Additional $80 per person
Family Night	$30 per family of 6 or $5 per person
Swim Team Practice	Negotiated rate

Swim Lessons & Programs

Category	Fee
General Class (Per Student)	$45
General Class (Weekend)	$35
Mom & Tot (Weekend)	$20
Miscellaneous Programs	$45-$70
Aquatic Camp	$120

Morning Fitness & Aquatic Fitness

Category	Fee
Single Visit	$3
5-Fitness Punch Pass	$13
10-Fitness Punch Pass	$23
20-Fitness Punch Pass	$40
Aquatic Fitness Summer Pass	$40
Aquatic Fitness Drop-In	$6

Group Rates

Category	Fee
25 or More (With Shade Structure)	$7 per person

Pool Facility Rental

Category	Fee / Notes
To June 30 (6:30pm–8:00pm, Up to 200 People)	$400
To June 30 (Over 200 People)	$2 per person
July 1 to Pool Closing (Mon–Thurs, 6:30pm–8pm or 8:30pm–10pm, 200 People)	$500
July 1 to Pool Closing (Fri–Sat, 6:30pm–8pm or 8:30pm–10pm)	$600
July 1 to Pool Closing (Over 200 People)	$2 per person

Shade Structure Rental

Time Block	Fee
Monday (12:00pm–3:45pm or 4:15pm–6:00pm)	$25
Tuesday–Friday (12:00pm–2:45pm or 3:15pm–6:00pm)	$15
Saturday (10:00am–1:45pm or 2:15pm–6:00pm)	$25

Youth Programs

Program	Fee
Basketball	$25-$80
Softball / Baseball	$25-$80
Tennis / Pickleball – Lessons / Leagues	$25-$80
Outdoor Recreation Programs	$10-$130
Flag Football	$35-$80
Volleyball	$40-$80
Field Sports	$25-$80
Soccer	$40-$60
Street Hockey Clinic	$20
Street Hockey League	$60
Skateboard Clinic	$65

Adult Programs

Program	Fee
Men's Basketball (per team)	$395-$450
Volleyball (per team)	$200-$300
Softball	$375-$400
Pickleball – Leagues & Lessons	$10-$100
Outdoor Recreation Programs	$10-$200
Adult Soccer (per team)	$400

Competitive Teams / Tournaments

Program	Fee
Youth Softball / Baseball Tournaments (per team)	$460-$600
Adult Softball Tournament (per team)	$225-$600
Pickle Ball Tournament	$25-$100

Special Events

Event Type	Fee
Races / Rides	Dependent on sponsorship and type
Special Event and City Program Camp	$8-$50

Equipment Rentals

Equipment	Fee
Volleyball Equipment Bag	$10
Disc Golf Set (12 discs)	$10
Pickleball Equipment (4 paddles / 2 balls)	$10
Yard Game Equipment (per set)	$10
Nine Square (per day)	$30

Additional Fees & Policies

Item	Details
Registration Fees (Non-Resident)	Additional $5 fee
Late Fees	$5

4. Community Center Fees

Community Center Community Program Participation Fees

Category	Fee
Participation Fee	$5 – $35 (per participant, per program)
Co-Sponsored Event Participation Fee	At the discretion of the instructor

5. Mantua Reservoir User Fees

Category	Fee
Daily Use Fee	$5
Brigham City / Mantua Resident Seasonal Pass	$35
Senior Citizen Seasonal Pass	$35
General Seasonal Pass	$50

ORDINANCE 26-_____

AN ORDINANCE AMENDING THE CONSOLIDATED FEE SCHEDULE REGARDING RECREATION FEES

WHEREAS, the City has conducted a review of the current fees associated with recreation services; and

WHEREAS, the current fees do not represent the actual cost to provide the various services; and

WHEREAS, following a thorough review and study of the actual cost it is determined to be in the best interest of the City that the Title 5 Consolidated Fee Schedule be amended as set forth below;

NOW, THEREFORE, be it ordained by the City Council of Brigham City, Utah:

1. Title 5 shall be amended as set forth in Exhibit A attached hereto and incorporated herein by this reference and that all fees remain in effect until the publication and posting required by Utah Code has been effectuated so that no gaps in fee coverage shall occur.

This Ordinance shall become effective upon publication and posting as required by law.

PASSED AND ADOPTED by the City Council of Brigham City, Utah by a vote of ____ ayes and ___ nays this ___ day of _____, 2026.

BRIGHAM CITY CORPORATION

ATTEST:

_____
Dennis J Bott, Mayor

_____
Kristina Rasmussen, City Recorder

EXHIBIT A

5-1-101 ADMINISTRATION

1. Government Records Access Management Fees

    a. When a record is requested that will require more than fifteen minutes of staff time to produce, the actual cost to produce the record shall include:

        i. The cost of staff time to search, retrieve or redact the document and any other cost of complying with the request; and
        ii. The hourly charge shall not exceed the salary of the lowest paid employee who has the necessary skill and training to perform the request.

2. Delinquent Fees. Any fee, charge, or assessment not paid when due shall be considered delinquent and shall accrue interest at a rate of eighteen percent (18%) per annum, unless a different rate is established by contract, agreement, resolution, or other applicable law.

3. Special Event Permits

Category	**Fee/Requirement**
Application Review & Permit	$100
Late Application Fee (less than 30 calendar days prior to event)	$250
Mantua Reservoir Closure	Requires City Administrator or designee approval
Mantua Reservoir User Fee	$100/day + $5 per participant (if over 50 people)
Mantua Reservoir Launching Fee	$20
Displacing Public Fee (City Property)	$100/day + $5 per registered participant (if over 50); Requires City Administrator approval

Street / Intersection Closures

Category	**Fee**
1–3 Intersections Closed	$300 per intersection
4+ Intersections Closed	$750
Utility Setup (Water/Electricity)	$200 per service

City Services Staffing & Equipment

Service	**Fee**
Police	$75 per officer, per hour (2-hour minimum)
Ambulance Standby	$200/ hour minimum depending on level of service (see Fire section)
Traffic Operations	$25/hour per staff per street

Traffic Control Setup	$100 per occurrence
8' Crowd Control Panels	$8 per panel
Candlestick	$3 each
Cone	$2 each
Trash Container (300 Gallon)	$30
Trash Container (Big Bin)	$175
Additional Trash Container Drop-off/Pickup	$10 per additional container
City Staff	$25 per hour per staff
Utility Power Access	$50 per box
Street Sweeper	$75 per hour
Additional Equipment	FEMA price list

Miscellaneous Fees

Category	**Fee / Reference**
Fireworks Show Permit	$300
Fire Standby Personnel	$200/hour minimum total depends on level of service required (see fire section)

5-1-109 PARKS RECREATION AND CITY FACILITIES

1. Bowery Rentals

Bowery Size / Location	Resident	Non-Resident & Commercial
Small (Lindsay, Davis, Mary Christensen, Snow, & Horsley)	$60	$150
Midsize (John Adams, Sports Complex & Rotary Constitution)	$120	$300
Large (Rees Pioneer)	$150	$400

Pickleball Courts

Category	Fee	Notes
Single Court Rental	$10 per court per hour	Applies between 6:00am–8:00am and 6:00pm–10:00pm
Wi-Fi Request	$50 per day	
Staff Fee	$49 per hour per employee	
Recreation Building Rental	$1,000 per day	
Storage Space Rental (Tournament)	$500 per tournament	

Number of Courts	8:00am – 6:00pm	Alternate Rate / Notes
4 Courts	$145 / $250	Includes use of (1) Championship Court
8 Courts	$290 / $490	Includes use of (2) Championship Courts
12 Courts	$450 / $730	$500 deposit required to reserve up to one year in advance
17 Courts	$575 / $1,000	
24 Courts	$875 / $1,500	

Tennis Courts

Category	Fee
Single Court	$10 per hour
2 Courts	$20 per hour
4 Courts	$40 per hour
Wadman Courts	$20 per hour

2. Court Rentals

   a. Court Blocks (4-hour blocks between 8:00am – 6:00pm)

   b. A $500 deposit is required to reserve the venue up to one year in advance.

c. An additional Special Event Permit may be required based on event parameters.

d. Included with Tournament Rentals:

   i. 10 – 8' Tables

   ii. 20 Chairs

   iii. 1 Three-Tier Podium

   iv. 4 – 5 Gallon Water Jugs

   v. 6 – 10x10 Canopies

   vi. 4 Court Squeegees

   vii. 1 Court Blower

   viii. 1 Electronic Access Key

Disc Golf Course

Category	Fee
Disc Golf Course Rental	$40

Weekly Leagues

Category	Fee
League Participation	$15 per week

Multi-Use & Ball Fields

Category	Fee
Multi-Use Fields	$30 per hour
Softball/Baseball Field Rental (Weekday)	$25 per game
Softball/Baseball Field Rental (Weekend)	$40 per game
Field Prep (Per Game)	$25 per game
Between Games Field Prep	$10 per game
Equipment Rental (Chalk, etc.)	$15
Pitching Mound	$15 per game
Field Lights	$20 per hour
Soccer and Football Field Initial Field Set Up and Paint Manual	$300.00 per field
Soccer and Football Field Initial Field Set Up and Paint- Autonomous	$75.00 per field

3. Pool

Open Plunge

Category	Fee
Daily Admission	$8
Senior (60+)	$4

Punch Passes

Category	Fee
10-Punch Pass	$70
20-Punch Pass	$135

Family Season Pass

Household Size	Fee / Notes
3 People	$360
4 People	$440
5 People	$520
6 People	$600
More than 6 People	Additional $80 per person
Family Night	$30 per family of 6 or $5 per person
Swim Team Practice	Negotiated rate

Swim Lessons & Programs

Category	Fee
General Class (Per Student)	$45
General Class (Weekend)	$35
Mom & Tot (Weekend)	$20
Miscellaneous Programs	$45-$70
Aquatic Camp	$120

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