

## RESOLUTION 25-18

A RESOLUTION ESTABLISHING A REGISTRATION PRICING STRUCTURE AND DEFINING THE PURPOSE, PILLARS, AND TAGLINE FOR HYRUM CITY RECREATION PROGRAMS.

**WHEREAS**, Hyrum City provides a wide range of recreation programs and experiences to enhance the well-being, connection, and enrichment of residents of all ages; and

**WHEREAS**, the Hyrum City Recreation Department is committed to building a strong and vibrant community through inclusive programming, healthy activities, and lifelong learning opportunities; and

**WHEREAS**, the City Council desires to establish a unified structure that supports both affordable registration practices and a clear departmental identity; and

**WHEREAS**, the Recreation Department has adopted a strategic vision rooted in three guiding pillars and a tagline that reflects its mission and role in the community;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF HYRUM CITY, UTAH**, that the following purpose, pillars, tagline, and registration pricing structure shall be officially adopted and implemented for the Hyrum City Recreation Department:

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### **Section 1. Department Purpose and Identity**

The Hyrum City Recreation Department exists to **enhance the quality of life for residents** by offering experiences and programs that promote connection, learning, health, and enjoyment for individuals and families.

The Department operates under the following **guiding pillars**:

1. **Community Connection** - Building meaningful relationships and engagement through shared experiences.
2. **Lifelong Learning & Growth** - Encouraging personal development, creativity, and curiosity across all ages.
3. **Health & Wellness** - Supporting physical, mental, and emotional well-being through recreational opportunities.

Department

Tagline:

"Live in Hyrum, Stay in Hyrum, Play in Hyrum."

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## Section 2. Program Registration Pricing Structure

- **Holiday Season Special Discount**

A \$5.00 discount will be applied to all program registrations submitted during **Black Friday week through the first week of December**.

- **Early Bird Special Discount**

A \$5.00 discount will be applied to registrations submitted during the **first two weeks** of the designated registration period.

- **Regular Registration**

The **standard program price** shall apply after the Early Bird period and before the Late Registration period.

- **Late Registration Fee**

A \$10.00 late fee shall be assessed on all registrations submitted **after the published registration deadline**, as determined by the Recreation Department.

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## Section 3. Coaching and Volunteer Reimbursement

- **Volunteer Credit Reimbursement**

Individuals who serve as **coaches or designated volunteers**, as confirmed by the Recreation Department, will receive a **program credit equal to the cost of the program or up to \$45**, whichever is less. This credit will be applied to their **household recreation account** after all volunteer responsibilities have been fulfilled.

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## Section 4. Pickleball Registration Fee

- A **\$30.00 registration fee** will be charged for each **six-week Pickleball session**.
- Sessions will be held during the **Spring, Summer, and Fall seasons**, as scheduled by the Recreation Department, with up to **16 participants per session**. Two courts will remain

available for **public/open play** at **Blacksmith Fork Park** during each session.

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## **Section 5. Youth Flag Football Program**

- **League Divisions & Fees:**
    - 1st-2nd Grade Coed: \$35
    - 3rd-4th Grade Coed: \$35
    - 5th-6th Grade Coed: \$45
    - 7th-9th Grade Coed: \$45
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## **Section 6. Hyrum Explorers Program (STEAM-Based Learning)**

- The **Hyrum Explorers** program, offering **STEAM** (Science, Technology, Engineering, Arts, and Math) activities for youth, will be **free of charge** at its launch.
  - The program is designed for **30 children**, ages **4-11**, with a **parent or guardian present**.
  - As demand increases, a **nominal fee of up to \$5.00** may be introduced to regulate demand based on space but also support materials and program growth, subject to review by the Recreation Department.
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## **Section 7. Implementation and Review**

The Recreation Department shall administer all policies outlined in this resolution. Staff shall conduct an **annual review** of participation, pricing, and impact, and may present recommendations for revisions to the City Council.

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## **Section 8. Effective Date**

This resolution shall take effect **immediately upon passage**.

A RESOLUTION ADDING SECTION XVI.5. RETIREMENT D. AUTOMATIC DEFERRAL INTO 401K TO THE PERSONNEL POLICIES AND PROCEDURES MANUAL FOR HYRUM CITY CORPORATION TO PROVIDE FOR AN AUTOMATICALLY DEFERRAL INTO 401K FOR EMPLOYEES HIRED AFTER JULY 1, 2025.

WHEREAS, on March 19, 1998, the Hyrum City Council adopted a personnel policy manual known as "Personnel Policies and Procedures Manual for Hyrum City Corporation" and on December 5, 2013 readopted the Personnel Policy Manual after major revisions were made; and

WHEREAS, said manual sets forth those policies pertaining to personnel conduct, conditions of employment, employment classification, work week, benefits, payroll, and related matters; and

WHEREAS, Hyrum City wants to encourage and help new benefitted employees reach their retirement goals by automatically enrolling them in Utah Retirement Systems savings plan; and

WHEREAS, upon recommendation from Hyrum City's Mayor, the City Council has determined there is a need to amend Hyrum City's Personnel Policies and Procedures Manual.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Hyrum, Cache County, Utah, that Section XVI.5. Retirement D. Automatic Deferral into 401k of the "Personnel Policies and Procedures Manual for Hyrum City Corporation" is hereby added to read as follows:

1. Section XVI.5.D of the Hyrum City Personnel Policies and Procedures Manual is hereby amended as follows:

**SECTION XVI BENEFITS.**

**5. RETIREMENT.**

- D. Automatic Deferral into 401k - Employees hired on or after July 1, 2025 will have 2.5% of their gross salary or wages automatically deferred into the employee's URS 401(k) Plan. An employee may elect to stop, decrease, or increase these deferrals at any time. These deferrals and employer matching contributions are vested immediately and may only be withdrawn according to plan provisions. However, an employee automatically enrolled in the plan may elect to opt out of the automatic arrangement, and choose to make an in-service withdrawal of the elective deferral amounts (with related earnings). Such an election must be made no later than 90 days after the date of the Participant's first elective deferral contribution. The amount of such withdrawal shall not be subject to the 10% early distribution tax imposed by IRS Code section 72(t). Any related matching contributions from the employer will be forfeited by the employee. If an employee has been automatically enrolled in the Plan and has not made an investment election prior to contributions being allocated to his/her vested account, such amounts shall be invested in the age related Target Date Fund, as outlined in the URS Summary Plan Description (SPD). All employees will be required to sign a disclosure that they have received information about how to access, enroll in, and change their eligible retirement plans and systems, prior to or on their first day of employment.

This Resolution shall take effect July 1, 2025.

ADOPTED AND PASSED BY the City Council of Hyrum, Utah, this 15th day of May, 2025.

HYRUM CITY CORP.

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Stephanie Miller  
Mayor

ATTEST:

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Stephanie Fricke  
City Recorder