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## City Council Agenda Information

**To:** Mayor Miller and City Council  
**From:** Stephanie Fricke, City Recorder  
**Date:** February 12, 2026  
**Subject:** Resolution 26-07 – A resolution granting authority to the Recreation Manager to establish fees for new recreation programs, activities, and events.

**Summary:** Hyrum City's recreation programs provide meaningful opportunities that strengthen community engagement, promote healthy lifestyles, and enhance the overall quality of life for residents and surrounding communities. Throughout the year, new programs and special events are developed in response to community interest, seasonal opportunities, partnerships, and emerging recreational trends. In order to implement these programs effectively, it is essential that participation fees be established in a timely and efficient manner.

The proposed resolution provides a balanced and responsible approach by:

1. Ensuring Fiscal Responsibility – Program fees will help offset legitimate operational expenses including instructor compensation, official fees, equipment, supplies, facility rental, insurance, and administrative costs. This protects the City's general fund while allowing recreation offerings to remain sustainable.
2. Maintaining Affordability and Accessibility – The resolution establishes the Recreation Manager has clear limits of \$50 per resident participant and \$100 per nonresident participant. These caps ensure that programs remain affordable while allowing flexibility to recover costs appropriately. If a program fee needs to be more than the limits set by this resolution the Recreation Manager will need to receive approval from the Hyrum City Council.
3. Providing Administrative Efficiency – Authorizing the Recreation Manager to establish fees for new programs eliminates unnecessary delays caused by waiting for formal Council approval each time a new activity is introduced. This allows for efficient program planning, marketing, registration, and implementation.
4. Ensuring Accountability and Transparency – The Recreation Manager must base fees on comparisons with neighboring municipalities, actual program-related costs, market demand, and the City's affordability goals. Additionally, all newly established fees will be reported to the City Council and incorporated into the City's official fee schedule at the next update.

This resolution does not remove Council oversight. Instead, it establishes reasonable boundaries and reporting requirements while allowing staff the flexibility necessary to respond promptly to community needs.

**Recommendation:**

Approval of this resolution supports responsible financial management, efficient administration, and continued delivery of high-quality recreational opportunities for Hyrum City residents.

**City Council Meeting Details:**

- Meeting Date: February 19, 2026
- Council Role: Roll Call Vote

**Attachments:**

1. Resolution 26-07

RESOLUTION 26-07

A RESOLUTION GRANTING AUTHORITY TO THE HYRUM CITY RECREATION MANAGER TO ESTABLISH FEES FOR NEW RECREATION PROGRAMS, ACTIVITIES, AND EVENTS.

WHEREAS, Hyrum City provides recreation programs, activities, and community events for the benefit of its residents and surrounding communities; and

WHEREAS, new recreation programs, activities, and special events are developed throughout the year in response to community interest, seasonal opportunities, partnerships, and emerging recreational trends; and

WHEREAS, the establishment of reasonable fees is necessary to offset program costs, including but not limited to instructor compensation, official fees, equipment and supply costs, facility rental, insurance, administrative expenses, and other related operational costs; and

WHEREAS, timely establishment of fees is essential to allow for efficient program planning, marketing, registration, and implementation; and

WHEREAS, the City Council finds it appropriate to authorize the Recreation Manager to establish certain fees within defined limits, based upon a comparison with fees charged by other municipalities and based upon actual program-related costs.

NOW, THEREFORE, be it resolved by the Hyrum City Council as follows:

1. Authority Granted - The Recreation Manager is hereby authorized to establish participation fees for newly created recreation programs, activities, and special events that arise during the calendar year and are not specifically listed in the City's adopted fee schedule.

2. Fee Limits - Fees established under this authority shall not exceed:

- A. Fifty Dollars (\$50.00) per Hyrum City resident participant
- B. One Hundred Dollars (\$100.00) per nonresident participant

3. Basis for Fee Determination - In establishing such fees, the Recreation Manager shall consider:

- A. Comparison with fees charged by neighboring or comparable municipalities;
- B. Program and operational costs, including instructor compensation, official fees, equipment, supplies, and facility rental;
- C. Administrative and overhead expenses;
- D. Market demand and participation levels; and
- E. The City's goal of maintaining affordable and accessible recreational opportunities.

4. Reporting.

The Recreation Manager shall periodically report newly established fees to the City Council and ensure such fees are incorporated into the City's fee schedule at the next appropriate update.

BE IT FURTHER RESOLVED, that this resolution shall become effective upon adoption.

ADOPTED AND PASSED by the City Council this 19<sup>th</sup> day of February, 2026.

HYRUM CITY

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Steve J. Miller  
Mayor

ATTEST:

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Stephanie Fricke  
City Recorder