



**ADOPTED MINUTES
CITY COUNCIL MEETING
November 21, 2023, at 6:00 PM
80 South Main Street
Spanish Fork, UT 84660**

Councilmembers Present:

Mike Mendenhall, Mayor
Jesse Cardon, Councilmember
Chad Argyle, Councilmember

Kevin Oyler, Councilmember
Stacy Beck, Councilmember
Shane Marshall, Councilmember

Councilmembers Absent:

Staff Members Present:

Jordan Hales, Finance Director
Tara Silver, City Recorder
Dale Robinson, Parks and Recreation Director
Dave Anderson, Community Development Director
Scott Aylett, Library Director
Tyler Jacobson, Assistant City Manager

Eddie Hales, Fire & EMS Chief
Vaughn Pickell, City Attorney
Matt Johnson, Police Chief
Chris Thompson, Public Works Director
Nick Porter, Public Information Officer
Seth Perrins, City Manager
Trevor Sperry, Emergency Manager

Staff Members Absent:

Visitors Present:**Name**

Jackie Larson
Zoey Eckhardt
Angie Clayson
Mikal Clayson
Tanner Peterson
Adam Rogers
Caleb Pollock
Ariane Brown
David Thacker
Jared Hansen
Katie Lasley

Name

Jake Lasley
Ana Keele
Edes Hill
Roxane Whyte
Stephen Whyte
Joe Olson
Cody Peterson
Misty Zaugg
George (Jim) Jett
LeeAnn Jett
Kent Gibson

Name

Landon Tooke
Trevor Sperry
Bob Barr
Diana Barr
Mike Clayson
Angie Clayson
Mikal Clayson
Joe Olson
Brad Hertz
John
Brent Barr

Work Session: No action taken

- a. SFCN Coax to Fiber Customer Conversion**
- b. Historic Preservation Commission Review**
- c. PID Policy Draft**

6 pm CALL TO ORDER, PLEDGE, OPENING CEREMONY:

Call to Order-Mayor Mendenhall expressed gratitude for those in attendance and those watching online or on their TV at home on November 21st, 2023. He acknowledged the dedication of viewers, particularly mentioning the senior citizens who faithfully watch the proceedings. The City Council meeting in Spanish Fork commenced its usual practice of starting with a prayer or motivational message.

Councilman Marshall invited Roxanne Whyte to give the invocation.

Councilwoman Beck asked everyone to repeat the pledge of allegiance with her.

RECOGNITIONS:**a. Recognition of Spanish Fork University Graduates**

Nick Porter expressed gratitude to the Mayor and the Council. He shared that the previous week marked the graduation of the fifth class of Spanish Fork University, consisting of 16 individuals, many of whom were present at the meeting. He acknowledged the program's ten-week duration, during which participants interacted with various city departments, gaining insights into their operations. Nick humorously mentioned a visit to the sewage treatment plant, which was a highlight for many despite the peculiar aroma that night. He invited the graduates to come forward for a recognition ceremony, where they would be

presented with their class photo.

Graduates:

Zoey Eckhardt
Angie Clayson
Mikal Clayson
Tanner Peterson
Adam Rogers

Caleb Pollock
Ariane Brown
David Thacker
Jared Hansen
Katie Lasley

Jake Lasley
Ana Keele
Edes Hill
Roxane Whyte
Stephen Whyte

The Mayor expressed an interest in having some of the graduates, especially those from Mapleton, share a few words during the council meeting.

Representative Stephen Whyte expressed his gratitude to the Mayor, City Council, and everyone present for the privilege of being a part of Spanish Fork University. He shared that he and his wife Roxane appreciated the opportunity, despite residing in Mapleton, to gain insight into how the city operates. Representative Whyte highlighted the incredible team of employees and department heads, acknowledging their efforts in making the program informative.

He emphasized the privilege of witnessing the great things happening in the city, understanding the challenges faced by cities, and recognizing opportunities for progress. Representative Whyte suggested the idea of a class reunion to stay in touch with the wonderful group of classmates. He also mentioned the practical benefits of the program for him as a representative, allowing him to better understand how state policies and budgets impact Spanish Fork.

Expressing appreciation for the well-organized program, he noted the camaraderie among city employees and their collective dedication to creating a great community. Representative Whyte commended Spanish Fork's model and suggested that every city should consider implementing a similar university class to help residents and legislators understand how cities operate. He concluded by thanking everyone for the valuable opportunity.

Nick Porter mentioned that during the graduation ceremony the previous week, the participants were presented with diplomas. He noted Tanner's absence and informed the audience of Tanner's name for recognition. Nick humorously suggested that the mayor wanted Tanner to put the diploma on his wall and replace any other degrees he might have.

Councilwoman Beck expressed that it was enjoyable to visit with the class at the banquet last week. She extended gratitude to the participants for the time they invested in the program.

A picture was taken of the group with the Mayor and City Council

Mayor Mendenhall jokingly suggested that it could be said since Angie Clayson was in that she could go home and teach Mike Clayson a thing or two about the city. He mentioned that Mike was a former graduate of the program, creating the potential for interesting discussions at home. The mayor thanked everyone, including Nick, for the success of the class. He mentioned that another class is on the horizon, and Nick will provide details on when

sign-ups can take place.

Nick Porter informed the audience that the next class will be in the spring, with sign-ups available in the February to March timeframe.

b. Recognition of CERT Class Graduates

Trevor Sperry expressed his gratitude for having the opportunity to share about the successful Community Emergency Response Team (CERT) program. He mentioned that the program runs twice a year and was gaining momentum in Spanish Fork. Trevor thanked the residents who participated in the month-long training program, which concluded with a mock disaster at the beginning of the month.

He showcased images from the program, including a scenario of a disaster in the city, involving professional first responders, city departments, and CERT volunteers. Trevor highlighted various aspects of the training, such as responding to a disaster, putting out fires, medical response, and cribbing to lift heavy objects. He shared that the mock disaster was held in Springville, partnering with the Springville and Lindon CERT programs, totaling between 15 and 20 CERT responders.

Trevor emphasized the importance of assessing the scene, finding victims, and conducting triage. He mentioned that after each mock training, they have a debriefing to discuss what went well, lessons learned, and improvements for the next time. Trevor expressed his gratitude for the opportunity to work with residents, leaders, and responders throughout the county. He concluded by mentioning that around 500 people in the city are CERT trained, making them valuable resources in times of need.

Misty Zaugg, a CERT graduate, shared her appreciation for the diverse experiences within the CERT group. She highlighted the presence of a chemistry professor, someone involved in Florida disaster cleanup, and individuals skilled in ham radio operations, among others. Misty emphasized the importance of organizing these talents to efficiently respond to a disaster, preventing chaos.

She expressed gratitude for the CERT program, stating that it allowed them to prepare in advance, ensuring that in the event of a disaster, they could harness their varied skills in an organized manner to provide quick and effective assistance. Misty also mentioned that she recently moved to Spanish Fork in May, coming from Michigan, and she enjoyed her time in the community.

Seth Perrins posed a question to the CERT participants, inviting anyone to share their experiences during the mock disaster. He acknowledged the intensity of the moment when they were given the signal to begin, with the sound of screaming and the uncertainty of what they would encounter inside the building. Seth expressed interest in understanding the emotions the participants had as they walked into the simulated disaster, recognizing the added realism brought by makeup and the sounds of distress.

Kent Gibson shared his experience during the mock disaster, describing the initial

assessment of the situation where they considered whether it was safe to enter the building. Once inside, the team devised a game plan, breaking into teams with specific roles. Kent, part of the material and support team, recounted a moment when they received a radio message about a fire and the need for a fire extinguisher.

He and his buddy responded to the call, but when they reached the location, they found no one from the search team. Realizing there were victims and a fire, they took immediate action to put out the fire and attend to the victims. Kent expressed that the impactful moment for him was realizing they couldn't help one particular victim who might not survive.

Facing the difficult decision to prioritize those they could assist immediately, Kent reflected on the challenge of leaving someone behind. He emphasized the weight of real-life situations, acknowledging the emotional intensity of the experience and the challenging decisions that had to be made in the midst of the simulated disaster.

Councilman Oyler mentioned the number of individuals in the city who have gone through the CERT program.

Trevor Sperry stated the number was near 600.

Councilman Oyler inquired about the opportunities for individuals who have completed the CERT program and were certified to continue refreshing their skills and staying involved in the CERT program.

Trevor Sperry responded to Councilman Oyler, stating that he tries to organize at least quarterly training sessions for CERT members. These sessions can involve refreshing existing skills, acquiring new skills, or gaining additional knowledge. Trevor highlighted the importance of CPR training, even though it's not part of the official CERT program, and mentioned that he often conducts CPR training sessions for CERT members.

He also shared instances where CERT members were called upon for real-life experiences, such as assisting with debris removal after a house fire, aiding in the Range Fire in Provo in 2020, and supporting COVID vaccination sites. Trevor emphasized the continuous efforts to keep the CERT team engaged and valued, ensuring they are well-prepared to contribute to various community needs.

Councilman Argyle wanted to know when the next time residents could sign up.

Trevor responded, in April. He presented each CERT graduate with a certificate of completion.

Graduates from the Fall 2023 CERT class:

Joe Olson
Cody Peterson

Misty Zaugg
Jim Jett

LeeAnn Jett
Kent Gibson
Brent Barr

Jim Jett emphasized the importance of the CERT program, acknowledging the support from the city and commending Trevor for his excellent work in facilitating the training. He shared

that both he and his wife had their initial training in Cobb County, Georgia, around 15 years ago. Jim highlighted that the training procedures have evolved, emphasizing that even if someone has had training in the past, there's always more to learn.

He mentioned that the new training includes online components that can be done at home, providing valuable information on what to do first in emergency situations. Jim reflected on the importance of being aware of these procedures in advance, expressing that with prior knowledge, he could have responded more effectively in certain situations. This underscores the ongoing nature of preparedness and learning within the CERT program.

A group picture was taken with the Mayor and City Council

Mayor Mendenhall expressed his gratitude and suggested that they should go practice what they've learned in the CERT classes. He commended the participants and thanked Trevor for his efforts in organizing the program. The mayor acknowledged the importance of the CERT program to the city and appreciated the time and commitment of all the participants.

Mayor Mendenhall invited public comment.

PUBLIC COMMENTS:

Sara Mitchell began by expressing her intention to discuss the recreation center, assuring that it was not going to be what people might expect. She acknowledged the efforts made to address concerns. However, she pointed out that the Provo recreation center indoor play place program, particularly the indoor playground outside the main entrance for members, was noticeably absent from the discussion.

Sara emphasized a perceived difference between a library and a recreation center, noting that a library was paid for by the community and used by everyone, while a recreation center, paid for by the community, was limited to those who can afford memberships. She expressed concern about the impact on those who could not afford the extra expense.

She suggested bringing back the Provo design of the indoor play place outside the entrance, considering it a valuable resource, especially during hot weather and inversion. Additionally, she proposed the idea of having the walking track outside the paid entrance, potentially with a separate set of stairs and a scanning system for entry into the gym from the track.

Sara also recommended exploring the possibility of having a free day for residents at the beginning and end of the season, allowing them to use the recreation center that they helped pay for, even without a membership by showing a drivers license that they were a resident.

Edes Hill began by apologizing for being late due to work commitments but expressed gratitude to the city council, the mayor, and all employees for the opportunity to be part of the Spanish Fork University 101 class. He described it as an amazing experience, highlighting a particular favorite moment when he played the role of the city manager during a council simulation.

Edes recalled the mock mayor asking if anyone had information and he took the opportunity to humorously respond as Seth Perrins, the city manager. He emphasized the importance of not giving up opportunities to witness something good, attributing this mindset to Seth's typical approach. Edes expressed gratitude for the chance to share something positive.

He conveyed his excitement about the future of Spanish Fork University 101, anticipating more opportunities and innovations from different departments. Edes concluded by thanking everyone and expressing appreciation for all that they do.

Seth Perrins addressed Sara Mitchell before moving on to the next topic. He mentioned that they had reviewed many of the points she raised and requested her contact information. Seth asked her to provide her details to Dale Robinson, the Parks and Recreation Department Director, so they could reach out to her and discuss some of the ideas and thoughts she had shared. He expressed gratitude for her comments.

Councilman Shane Marshall addressed the concern of affordability for everyone in the community regarding the recreation center. He mentioned discussions with the mayor about exploring ways to make it accessible for everyone, such as soliciting scholarships or donations. The goal, as he stated, was to make it so that anyone in Spanish Fork, regardless of their financial situation, could use the recreation center. While he acknowledged that he couldn't guarantee this would happen, it remained a primary objective.

Mayor Mendenhall expressed appreciation for the point raised about affordability and access to the recreation center. He mentioned that they have been in constant contact with individuals to understand what could be improved from the beginning. The mayor emphasized the importance of making the recreation center accessible and welcoming for everyone in the community, similar to the library.

He acknowledged the need for public spaces that promote social, physical, and mental well-being. Mayor Mendenhall thanked Sara for bringing up these points and indicated that more information would be shared as they progress with the construction and accessibility aspects of the recreation center.

COUNCIL COMMENTS:

Councilwoman Beck

Councilwoman Beck expressed gratitude to the original candidates who declared their candidacy back in June. As it was election night, she acknowledged the candidates for their vulnerability, time, resources, and financial commitment in running a campaign. She recognized their dedication to Spanish Fork and wished them the best of luck.

Councilwoman Beck also mentioned her involvement in the Legislative Policy Committee, which recently concluded its last meeting of the year. She looks forward to meeting with local state representatives at the end of the month to discuss upcoming legislative sessions

starting in January. Growth and affordable housing are highlighted as top priorities, and she emphasized the importance of complying with local and state laws to create a welcoming community for everyone.

Councilman Marshall

Councilman Marshall expressed a concise message, wishing good luck to all the candidates.

Councilman Cardon

Councilman Cardon began by expressing his gratitude to Chris and the entire Public Works team for organizing the Public Works awards banquet. He praised the department for their current efforts, future plans, and their commitment to applying the city's mission statement to their work, emphasizing innovation for the benefit of Spanish Fork citizens.

He also mentioned the Festival of Lights preview, commending the Recreation Department for their hard work since October to make the event happen. Councilman Cardon encouraged residents to make the Festival of Lights a part of their Christmas tradition.

Councilman Cardon then transitioned to Kathleen Leavitt from the chamber.

Kathleen highlighted Stokes Market in Salem as the Business of the Month and promoted the Winter Lights Parade on December 21st, providing details about the route and the associated tree lighting ceremony. He announced a photo contest for the dugout train and shared information about upcoming Chamber of Commerce events, including the Christmas party and the awards gala on January 24th.

In the context of the ongoing election, Councilman Cardon expressed excitement about running with fellow candidates and engaging with citizens to understand their concerns and visions for the future of Spanish Fork.

Nick Porter briefly addressed a sound issue with the podium microphone, mentioning that a pizza box microphone was being used as an alternative. He advised the audience that any conversations in the room might be picked up by the microphone, making them part of the record.

Councilman Oyler

Councilman Oyler expressed his gratitude, mentioning three things he's thankful for. First, he expressed gratitude for being a resident of Spanish Fork. Second, he expressed thanks for living in what he considered the greatest state in the nation. Third, he expressed extreme gratitude for being a citizen of the United States of America.

Councilman Oyler specifically highlighted the importance of having the opportunity to vote and knowing that his vote will count. He reflected on his experience living in a country ruled by a dictator where elections did not lead to a change in leadership. He urged everyone to recognize and appreciate the privilege of voting.

Councilman Argyle

Councilman Argyle expressed several points of gratitude. Firstly, he acknowledged the recent addition of a bench in the city park by the flag, dedicated to veterans. The bench featured the signs of each military group, and Councilman Argyle highlighted the pride the veterans felt in this recognition.

He also expressed thanks to the candidates who participated in the recent election, recognizing the challenges and efforts involved in running for office. He wished them luck and expressed gratitude for the many individuals willing to serve the city.

Councilman Argyle praised Tabitha's Way, a local organization providing food assistance, particularly for their efforts during Thanksgiving and Christmas. He commended their service to the community and expressed gratitude for the opportunity to contribute.

Additionally, Councilman Argyle emphasized the importance of ensuring that the new recreation center being built in the community was accessible to all citizens who have contributed to its construction financially. He expressed a commitment to finding a fair process to allow everyone in the community to benefit from the facility.

Lastly, he reflected on the significance of Thanksgiving, expressing gratitude for the nation's history and the opportunities and abundance it provides. He thanked Mayor Mendenhall for the experience of serving on the council.

Mayor Mendenhall

Good evening, everyone. I'd like to take a moment to share some exciting news we recently received. We received a letter from Sue at Southern Utah University, dated November 16th, 2023. I'll read it for you:

"Dear Seth Perrins,

Please join us in congratulating Tara Silver for recently earning the Utah Municipal Clerks Association state certification through Southern Utah University. The certificate program is designed to prepare clerks and recorders in the state of Utah for the many challenges they face by completing various educational and professional development requirements. We value the opportunity to work with such talented individuals and help them develop their skills. Thank you for supporting your clerk and recorder so they can stay up to date with the best practices and ever-changing legislation.

Your friend in learning,
Tanner Vario,
UMC Institute Director, Southern Utah University."

Mayor Mendenhall extended his congratulations to Tara Silver. He stated there were probably times when you were uncertain about taking on this role, but she did a fantastic job. I know

the entire council appreciates your hard work and dedication, and I'm sure Seth appreciates it as well.

Seth Perrins, reminded everyone to recall that Tara joined us in her current role in the summer of 2021. She began her role during the special election, the first we've had in about two decades. She was new to her position and played a crucial role in the smooth administration of that election. It was a unique process, and she handled it adeptly. Now, she's become an expert in managing such special elections. It's worth noting that she might even be on the lecture circuit, sharing her knowledge and teaching other students.

Mayor Mendenhall, we're proud of you, Tara, and you're doing an excellent job. Receiving that letter today was a fantastic acknowledgment. Congratulations. I can speak for the council, and I'm sure the candidates in this year's election, as well as those who have run in the past, appreciate your effective communication and outreach. Your calming influence and professionalism make a significant impact in what can be a nerve-wracking process.

Mayor Mendenhall highlighted Councilman Argyle's impending departure after eight years of service; the focus on projects benefiting the next generation had been particularly impactful. The emphasis on initiatives such as the all-abilities park, the library for the youth, and the upcoming recreation center highlighted his commitment to creating spaces and facilities that contribute to the well-being and enjoyment of families and the youth in Spanish Fork. These projects will form a lasting legacy, enhancing the vibrancy and pride of the community for years to come.

The mention of the recent visit to Springville and the pouring of bronze at Gary Lee Price Studios sheds light on the exciting developments in public art for Spanish Fork. The collaboration with the Price family and the inclusion of pieces like Chief Walkara and the Statue of Responsibility demonstrate a growing commitment to incorporating art into public spaces. This initiative will add cultural richness to the city and provide residents with meaningful and aesthetically pleasing experiences.

Mayor Mendenhall let us know of Councilman Marshall's pivotal role in securing a reserved spot for these art pieces was acknowledged, underlining the collaborative efforts involved in bringing this vision to fruition. The anticipation for unveiling these art installations in the coming years adds an element of excitement and cultural enhancement to the community.

Mayor Mendenhall highlighted Lisa Price's warm welcome reflecting the positive reception and recognition that Spanish Fork has garnered. The sentiment of being acknowledged as "the best city ever, the home of pride and progress" resonates not only as a compliment but also as a reflection of the collective efforts of the community.

Mayor Mendenhall praised the one-on-one class as future ambassadors of Spanish Fork further emphasizes the positive image the city was creating. The acknowledgment of the community's role in being ambassadors and the recognition received from neighboring cities like Springville reinforces the impression of Spanish Fork as a community that values progress, pride, and positive engagement.

SPANISH FORK 101:

a. Festival of Lights

Dale Robinson provided an update on the upcoming Festival of Lights during the city council meeting. He let us know Emily Harryman, the events coordinator, expressed regret that she couldn't attend the current meeting due to other commitments.

Robinson then shifted to express gratitude and recognition for the hard work put in by the Festival of Lights team, including his events coordinator, her new assistant Lily Callahan, and others like Dallin Naulu, Lou, and Rafael Mendez. He highlighted their dedication, mentioning the physical efforts they invested in setting up structures and ensuring the festival's success.

The Festival of Lights, now in its 31st year, had seen remarkable growth over the years. Robinson shared statistics about the number of cars that have attended in previous years, emphasizing that the proceeds from the event are reinvested into enhancing the festival. He noted the excitement surrounding new additions and refurbishments, keeping the event fresh and engaging for attendees.

A significant change highlighted by Robinson was the rerouting of the festival to ensure safety and alleviate traffic concerns. He emphasized the cooperation of residents and the efforts to guide attendees safely through the new route, especially avoiding past issues of backed-up traffic on Highway 6.

The Festival of Lights will open on Thanksgiving night and run until New Year's from 6 to 10 pm. Robinson acknowledged the tradition the festival has become for many families, expressing appreciation for the community's support and the city administration's backing. He concluded by mentioning the introduction of several new structures for this year's festival.

Dale Robinson provided an update on the Festival of Lights, mentioning a new trail on the shoulder of River Bottoms Road. He acknowledged Jamie and his crews, as well as the streets department, for graciously paving the trail. The newly paved shoulder serves as a safe area for cars to line up once they reach River Bottoms Road. Robinson expressed gratitude to the public safety personnel for their assistance in managing traffic and ensuring the safety of attendees, particularly in navigating the descent on Powerhouse Road.

Councilman Oyler raised a question about a parking area at the church, asking if people are allowed to park there while lining up for the Festival of Lights. He sought confirmation from staff and inquired whether the residents in that area are aware of the situation.

Dale Robinson clarified that parking was not allowed in the area near the church, and the residents, predominantly from The Church of Jesus Christ of Latter-day Saint wards, have

been cooperative in moving their vehicles. He mentioned having conversations with the residents, including one today, to address concerns and ensure that information is disseminated through various channels, such as door notices and phone calls, to minimize any issues during the Festival of Lights.

Seth Perrins expressed gratitude for the positive changes implemented during the previous Festival of Lights, emphasizing the efforts made by Dale Robinson and his crews to enhance signage and widen the shoulder on River Bottoms Road. These improvements aimed at creating a safer and more efficient traffic flow during the event. Seth Perrins acknowledged the inconveniences that might arise for some individuals due to these changes but underscored the necessity of prioritizing safety, especially considering the challenges faced in the past when lines extended onto Highway six.

He commended the responsiveness of drivers to adhere to the signage and encouraged them to avoid blocking streets or driveways during the festival. Seth Perrins recognized the contributions of the parks crews who played a crucial role in traffic control, helping people navigate the new route and adapt to the revised patterns. He also acknowledged the feedback received from the community and expressed openness to further refinement based on their input.

Seth Perrins highlighted the success of the new route, mentioning that the longest line last year reached the Spanish Fork Parkway intersection. This success was attributed to the ingenuity in devising a safer path and the willingness of the community to adapt to the changes. He appreciated the efforts of the parks crews, who worked during evenings and holidays to ensure that the Festival of Lights ran smoothly and expressed confidence that their presence this year would serve as a precaution to maintain a positive experience for attendees.

Councilman Marshall reiterated that the Festival of Lights was financially sustainable and self-sufficient, expressing interest in having transparent information on the financial aspects. He suggested sharing specific numbers, such as the expenses incurred and the revenue generated, to provide a comprehensive understanding of the event's financial dynamics. This request aimed to ensure transparency and clarity for everyone in the community.

Dale responded he would be happy to get those numbers to the public.

Mayor Mendenhall raised a question about the designated trailer area marked in green on the map. He sought clarification on whether this area, where people might gather, particularly youth groups and families looking to save on expenses by sharing a vehicle, was located near the Little Acorn Restaurant and not in the golf course parking lot. The inquiry aimed to confirm the specific location for such gatherings during the festival.

Dale Robinson explained that the designated area for trailers (marked in green on the map) is near Little Acorn Restaurant. He appreciated Mayor Mendenhall's question and acknowledged the challenges they faced with trailers coming down the hill and attempting to coordinate their entry while dealing with a formed line. Dale mentioned ongoing efforts to explore alternative locations that might be more suitable for handling trailers along the route.

As of now, the designated area remains by Little Acorn Restaurant since they haven't secured permission for alternative locations. The golf course parking lot was not accessible for trailers.

Councilwoman Beck raised a concern about people coming from Mapleton or using River Bottoms Road, questioning if they would be rerouted to the back of the line.

Dale Robinson stated the signs will direct the way to go to get to the back of the line.

Seth Perrins mentioned that last year they only reached Canyon Road for the Festival of Lights on about five or six nights.

Seth Perrins provided financial details, stating that the hard costs for the Festival of Lights amount to approximately \$80,000. However, the event generates revenue of about \$160,000. The difference covers labor costs associated with setting up, changing displays, and dismantling the festival. He mentioned that this information is itemized in the budget for transparency.

CONSENT ITEMS:

- a. Minutes Spanish Fork City Council Meeting 11-07-2023**
- b. San Miguel Agreement Due Diligence Extension**

Councilman Argyle ▾ made a **Motion** to approve the **Consent Items**

Councilman Cardon ▾ **Seconded** and the motion **Passed** all in favor at 7:09 pm

Kevin Oyler	Yes
Jesse Cardon	Yes
Stacy Beck	Yes
Chad Argyle	Yes
Shane Marshall	Yes

NEW BUSINESS:

A. Reappointment of Senior Advisory Board Members

Dale Robinson mentioned the mayor's proposed appointments to the Senior Advisory Board. Ned Jolly is a new board member being suggested for appointment, and the reappointment of Jerry Hansen, Dan Bachelor, and Janice Orr to the Senior Advisory Board was also proposed. He noted that there was a write-up available for Ned and his wife.

Mayor Mendenhall read the write-up of Ned Jolly, the proposed Senior Advisory Board member, and his wife Angel, who have been a Utah resident for 15 years. Ned had volunteered extensively over the last ten years, contributing to various activities at the senior

center, including special event planning, decorating, setting up, assisting with tables and chairs, and handling other tasks as needed. Ned enjoys spending time with family, attending his grandchildren's sports events, and gardening. The Mayor asked if there were any questions about these advisory board members.

Councilman Oyler ▾ Moved to Accept ▾ **the reappointment of Jerry Hanson, Dan Batchelor and Janice Orr, and to have and to appoint Ned Jolly as Senior Advisory Board members.**

Councilman Argyle ▾ Seconded and the motion Passed all in favor at 7:12 pm with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Yes
Stacy Beck	Yes
Chad Argyle	Yes
Shane Marshall	Yes

The auditor had not made it yet so item **Fiscal Year 2023 Presentation of Audited Financial Statements by Independent Auditor** was moved to later.

B. Stephens-Hill Annexation Acceptance For Further Study Approval Request

Dave Anderson provided information about an ongoing annexation proposal that had been in process for over a year. Various property owners had been involved in the proposal, and its configuration had recently changed. The Developed Review Committee discussed the proposal in a recent meeting and recommended accepting it for further study.

If the Council approves this recommendation, it will trigger a defined process. Staff will be responsible for generating a feasibility report, and the annexation proposal would be presented to the Planning Commission for recommendations on both annexation and zoning. This process would involve data gathering and analysis.

The properties subject to annexation were located west of the airport, as depicted in the upper right-hand corner of the aerial image in the staff report. While little analysis had been done at this early stage to determine if it's the right time for annexation, it's noted that these properties fall within the city's annexation policy plan, a typical starting point for staff recommendations to further study annexations.

Councilman Cardon highlighted that there would be two public hearings in the future—one during the Planning Commission's review and another during the City Council's consideration—once the feasibility study was completed.

Dave Anderson mentioned that the proposed annexation was a bit unique, and the public hearing would be specifically with the City Council, not involving the Planning Commission in this case.

Councilman Oyler asked if the growth boundary would be adjusted after the annexation was approved or if that adjustment was considered part of the annexation process.

Dave Anderson mentioned that the decision to adjust the growth boundary after annexation was up to the City Council. Typically, the city doesn't extend its growth boundary, so the council would need to consider whether to amend the growth boundary to include the annexed properties as a separate action.

Councilman Marshall expressed concern about the accessibility of the proposed annexation area due to the presence of an airport. He suggested that during the study, efforts should be made to identify and address access issues for this part of the city.

Dave Anderson was grateful for the feedback.

Councilman Oyler ▾ Moved to Approve ▾ **Stephens-Hill Annexation Acceptance For Further Study Approval Request**

Councilwoman Beck ▾ Seconded and the motion Passed all in favor at 7:17 pm with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Yes
Stacy Beck	Yes
Chad Argyle	Yes
Shane Marshall	Yes

C. Resolution 2023-21 Supporting Amendment of the Verk Industrial Park Project Area

Vaughn Pickell discussed the Work Industrial Park project, mentioning that the area was created to encourage economic development and infrastructure on the west side of the city around the airport. There had been two recent annexations, the GWC annexation south of Highway 77 and the Stockman Flats annexation, which were adjacent to the project area. To include them, the process involved adopting a resolution giving consent. Wetland areas associated with Utah Lake were indicated on maps for both annexations and were not included in the project area.

Councilman Marshall asked if the annexation process for Stockman Flats had been completed, or was it still in progress?

Councilman Oyler inquired if the boundary line displayed was not yet updated for both the

GWC and Stockman Flats annexations.

Seth Perrins clarified that the dotted line represents the current boundary of the Verk Industrial Project and was not updated for the purpose of this discussion, as the areas in question are already annexed into the city.

Mayor Mendenhall, Councilman Marshall, and Vaughn discussed the wetlands on the western part of Stockman Flats. Both pieces of property had wetlands, and the plan was to exclude the wetlands from the project area due to their lack of development potential and to protect them.

Seth Perrins added since these wetlands were part of the lake floodplain they needed to be protected. Seth explained that there were wetland areas within the project area, and they plan to work around and incorporate these wetlands into their plans. However, specific areas connected to the lake would be excluded from the project area.

Vaughn Pickell stated the wetlands under discussion had been used for cultivation and were not part of the lake. The exclusion was to protect the wetlands connected to the lake.

Councilman Marshall raised the question of why not have a public hearing regarding the annexation proposal.

Vaughn Pickell explained that the project was not theirs but rather related to Utah's important project area. He mentioned that adjustments were needed in their project planning, and the communication served as a signal of approval from their end.

Councilman Cardon clarified that the process for amending the plans was the same as the initial planning process. Consent was required for both creating and amending the plans, and they had to provide their approval.

Mayor Mendenhall inquired about the process for the entire project, including the newly added area. He questioned whether the board for the port would conduct a public hearing on-site or virtually.

Seth Perrins affirmed that attendance could still be virtual. He mentioned a Tooele December meeting and noted a January meeting with Salt Lake at the capital.

Vaughn Pickell addressed the need for updates in the resolution, expressing that there were two different maps that needed reconciliation. He suggested either merging them or using revised language in the resolution. Specifically, he recommended adjusting the wording in Section One of the resolution related to consent for amending the project area. His proposal involved specifying that the city consents to adding the area shown on Exhibit A, representing the GWC annexation and the Stockman Flats annexation with adjustments for wetlands. He also mentioned the need to describe wetlands in more detail in Exhibit B, as there were separate legal descriptions for both annexations that hadn't been consolidated into a unified map.

Councilman Cardon responded, expressing agreement with the idea of combining the areas in one map. He highlighted that when the annexation occurred, the area was industrial, and aligning it with the port's infrastructure could be beneficial. He also noted that this inclusion provided an opportunity for mitigation in the mentioned wetlands. Councilman Cardon acknowledged that combining the areas would facilitate the needed studies for the overall process, emphasizing that it made sense in various aspects.

Councilman Oyler added that being part of the inland port would provide the necessary infrastructure. He mentioned the importance of having or already having utilities at the doorstep.

Seth Perrins responded, addressing the key question about the desire for the properties to be part of the inland port. He explained that the proposal focused on regional infrastructure, with the project area contributing to the payment for most of the regional work, especially along Highway 77. He noted that there were specific regional transportation costs, such as widening the highway and constructing a bridge across Dry Creek, which could be expensive. Perrins emphasized that the bridge was a significant piece of infrastructure, and the project sought potential assistance for it to enhance accessibility. He pointed out that if the roads and necessary infrastructure were already in place, there might be less need for regional assistance, but in the current context, it made sense for the project to seek assistance for improving the highway and making it more accessible.

Councilman Oyler concurred, affirming that it was indeed a crucial question and likely the key consideration in reviewing the desire for these properties to be part of the inland port. He reiterated that the proposal, which they had collectively assembled, emphasized the regional nature of the infrastructure involved.

Seth Perrins highlighted that despite the regional infrastructure considerations, there would still be a differential created by their project, generating funds that could be utilized project-wide. This aspect was emphasized as a notable benefit to the overall project.

Councilman Marshall wanted to know how many acres that was in total.

Dave Anderson mentioned that, considering the 98 or 99 extra, a portion of the total area would be between three and 350 acres.

Mayor Mendenhall highlighted the addition of tax increment for an additional 350 acres to the overall project. She mentioned that some existing businesses, including globally recognized and top-performing ones, within the port project area had expressed interest in expanding their facilities. The attractiveness of being in the port lay in leveraging the tax increment when it comes in. This increment could be used not only in the immediate vicinity but could benefit other existing businesses within the entire project area. Mayor Mendenhall emphasized the flexibility of using the increment throughout the entire project area, not limited to specific properties.

Councilman Oyler affirmed that the tax increment would be available to some of the people who had already expressed interest in the project.

Mayor Mendenhall explained that the availability of tax increment funds could alleviate utility costs and facilitate the next expansion for some businesses. He specifically mentioned a substation that needed to be established for this purpose.

Councilman Oyler reiterated the point that if the properties were already situated next to infrastructure, utilities, pipes, or other amenities, it would facilitate quicker development compared to other locations. This faster development would result in the generation of increment from these properties happening sooner than in other areas.

Seth Perrins explained that the Verk Project area would contribute to building or funding major roads, addressing a point previously mentioned by Councilman Marshall in the annexation study. This contribution would include creating access to the north towards Highway 77 and to the east toward Main Street, replacing the road previously affected by the railroad or airport expansion. Perrins anticipated that within a few years, there would be a new route connecting the area from the Stevensville annexation, which would be a significant improvement. The funding for these developments would come from revenues derived from the tax differential within the Verk Project area.

Councilman Marshall clarified that, for absolute clarity and to prevent any miscommunication with the public, the zoning that existed prior to this remains the exact same after the proposed changes. There is no alteration in the zoning as a result of these developments.

Dave Anderson emphasized that there's no difference in the mix of development; it's not an exclusive land use change but rather a financing tool for infrastructure improvements. He agreed with the sentiment expressed earlier and added that the question of land use, whether inside or outside the project area, wouldn't impact the development's appearance. The hope was that having it in the port project area might accelerate development and create opportunities for development elsewhere.

Councilman Marshall concurred, stating that a better way to express it is that it's the same land use and development potential, just with a different time frame.

Dave Anderson responded that was correct.

Councilman Marshall pointed out that the map with a green area labeled the inland port authority. He clarified that the green part of the project did not imply a connection to a water body capable of generating boat traffic.

Councilwoman Beck ▾ Moved to Approve ▾ **Resolution supporting the amendment of the Verk Industrial Project Area for the findings contained in the resolution.**

Councilman Argyle ▾ Seconded and the motion Passed all in favor at 7:32 pm with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Yes
Stacy Beck	Yes
Chad Argyle	Yes
Shane Marshall	Yes

Councilman Oyler expressed his interest in watching the proceedings when the matter goes before the inland port. He inquired about the possibility of having a link available and mentioned his curiosity about any public comments that might be made during the proceedings.

Seth Perrins assured Councilman Oyler that they would make sure to provide a link for the inland port proceedings and ensure it's available to the public. He specified that the first meeting was scheduled for December 5th, and there will also be meetings on January 10th. Perrins suggested marking the calendars, with December 5th being the day of the canvass for reference.

D. 300 East Waterline Change Order 2

Chris Thompson provided an update on the project, mentioning a previous waterline breaks issue around Third East and Fourth North. After completing the initial project with competitive bidding and successful contractor performance, they decided to add replacements for three more blocks from Third North to Center Street on 300 East.

Thompson highlighted that these additional replacements were recommended due to the condition of the existing pipe and its break history. The proposal aimed to address this promptly, with the recommendation to approve the second change order, costing about \$300,000, or approximately \$100,000 per block.

Councilman Cardon inquired about the anticipated timeline for completing the additional replacement work on the three blocks.

Chris Thompson stated it would be 3 weeks per block.

Councilman Cardon asked about resurfacing the road.

Chris Thompson responded that each block would take about three weeks, so completing the three blocks would likely take a couple of months. They planned to start the resurfacing before the construction season ends, using a cold patch to make it through the winter. In the spring, they intended to focus on construction work for the roundabout, signals, and other projects related to the North-South corridor. Towards the end of that process, they would apply a micro seal.

Councilman Marshall sought clarification on whether the prices for the project had changed

since the original competitive bidding process.

Chris Thompson responded that the unit prices remained the same, and they were pleased with the contractor's quality of work. He explained that they compared the prices to similar projects they had built, and this contractor provided competitive pricing with excellent quality. The original contract was awarded about a month ago, and they were fortunate with the timing, enabling the contractor to commence work without incurring additional mobilization costs.

Mayor Mendenhall clarified that the funding for this project came from the water fund, not the general fund.

Chris Thompson explained that the funding for these projects came from the cash reserves they had built, and the projects were already budgeted. Although they were completing them in a different order, they were within budget and financially sound.

Councilwoman Beck felt it was a good idea before we dug it up.

Chris Thompson emphasized the importance of completing the project quickly to allow for the settling of trenches. Despite efforts to pack the soil tightly, there tends to be some additional settling. Getting the project done sooner helps address this concern. While they typically wait until school is out to undertake significant construction work in the summertime, Thompson expressed confidence that the project would be completed.

Councilman Oyler inquired about the possibility of identifying additional pipe work needs as they work on different road stretches.

Chris Thompson explained that the likelihood of identifying additional pipe work needs in this particular project was low. The reason being that a new water line had already been installed along the entire stretch, which was a positive development. While they were looking at a few areas, Thompson expressed confidence that they would be fine with a micro seal, an overlay that typically lasts for 7 to 10 years. The focus was on planning for the next seven years.

Councilman Marshall noted the importance of completing the project before undertaking work on Main Street next year. This sequencing ensures a strategic and organized approach to infrastructure improvements in the area.

Chris Thompson affirmed that was correct.

Councilman Marshall ▾ Moved to Approve ▾ **300 East Waterline Change Order 2**

Councilwoman Beck ▾ Seconded and the motion Passed all in favor at 7:40 pm with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Yes

Stacy Beck	Yes
Chad Argyle	Yes
Shane Marshall	Yes

E. Patey Aviation Main Street Development Ground Lease Approval and item

F. The Utah Aviation Lease Agreement

Chris Thompson expressed excitement about the airport-related projects and invited the airport manager, Christian Davis, and Brad Merchant to provide additional information. Thompson acknowledged Christian Davis as the new airport manager who navigated aggressive negotiations and showcased patience and follow-through. He credited Davis for bringing all stakeholders together for two lease projects that would significantly boost the airport's revenue. Thompson highlighted that these projects would more than double the airport's revenue, transforming it into a vibrant, self-sustaining entity.

The first project involved leasing land for Dry Creek Parkway, which would connect to the new interchange being constructed on I-15. Thompson outlined the plans for the area, including hangars, a fixed-base operator, a restaurant with a runway view, and additional hangar construction. He detailed the two phases of the project, emphasizing the immediate boost to the airport's revenue through land leases and the subsequent higher lease amounts for the hangars once constructed.

Councilman Marshall sought clarification on whether the hangar leases supersede the overall lease or if both types of leases, land and hangar, would be in effect.

Chris Thompson explained that there are two types of ground leases at the airport. The first type was development ground leases, priced at \$0.08 per square foot. These leases reserve an area of land for Patey Aviation, the applicant in this case. The revenue from these leases would bring in \$200,000.

Councilman Oyler asked if the \$200,000 revenue mentioned earlier was specifically for phase one of the project.

Chris Thompson clarified that the \$0.08 per square foot was for both phases of the project, covering the development ground leases that reserve the land for Patey Aviation. As the development progresses, the public land, akin to public right-of-ways, within the area will be owned by the airport, and Patey Aviation won't have to lease it. The focus then shifts to the ground under the hangars, which will be leased at \$0.42 per square foot per year, creating an additional revenue stream for the airport.

Councilman Oyler inquired about the duration of the leases once the development had been completed.

Chris Thompson shared that due to the substantial cost of some hangars, reaching up to \$7

million, longer lease periods were necessary to secure financing. Working with the FAA, they developed a 50-year lease for these buildings, allowing for more feasible financing for the projects. After the initial 50 years, the lease could be renewed as long as the hangar is maintained, follows minimum standards for airport buildings, and keeps up the overall appearance of the grounds.

Councilman Oyler inquired about contingencies or actions that could be taken if the lessees fail to maintain the hangars over the 50-year lease period.

Chris Thompson explained that the 50-year lease term for the hangars was typically addressed when the leases approach expiration. If needed, provisional one-year renewals may be granted until the lessees could rebuild the hangars.

He then delved into the details of the project, highlighting its phased nature. The development faced challenges due to the significant infrastructure costs associated with airport improvements. An RTA (Redevelopment Tax Agency) had been in place to fund street improvements from 2015 North to what would be named Dry Creek Parkway. The funds were committed but would only be spent once building permit fees for a hangar on Main Street were paid, serving as the trigger for the street improvements.

Thompson discussed the controversy around building hangars on Main Street and the agreement for performance-based reimbursement of the road construction costs. The contract specified that for each completed phase, Patey Aviation would be reimbursed 20%, ensuring that the development would progress before the city incurred the full costs. This approach aimed to align the reimbursement with the development milestones.

Chris Thompson provided additional insights into the airport development project. He discussed the lease structure for hangars, explaining that due to the high costs, particularly for hangars reaching \$7 million, longer lease periods were negotiated with the FAA. These leases span 50 years and can be renewed as long as the lessees adhere to maintenance standards. Councilman Oyler raised concerns about the long-term maintenance, prompting Thompson to mention that if issues arise, the city typically addresses them closer to the end of the lease period.

Thompson then shifted to the specifics of the project, emphasizing its phased nature. The major impediment to development over the past century had been infrastructure challenges and the doubled costs associated with airport improvements. An RDA had been in place to fund street improvements, but expenditures were contingent on building permit fees for Main Street hangars being paid. Thompson detailed the intricacies of the Main Street hangar development, which had been contentious but essential for internal airport infrastructure.

He introduced a performance-based reimbursement approach for road construction costs, ensuring that Patey Aviation would be reimbursed 20% for each completed phase, aligning reimbursement with development milestones. This mechanism aimed to safeguard the city's financial interests by tying reimbursement to tangible progress in the airport development.

Councilman Marshall raised another point related to competing developments in the area. He

directed attention to Exhibit F, highlighting two developments vying for the same area. The northern development was larger due to the substantial infrastructure cost of Dry Creek Parkway. The southern development also had access to Main Street. Notably, Taxiway Alpha, a crucial component, had recently undergone reconstruction in proximity to these developments.

Chris Thompson provided details about Taxiway Bravo, explaining that its extension was crucial for both developments to have access to the runway and Main Street. Recognizing the common need for this shared area, the agreements stipulated that a cash bond for shared improvements must be submitted to the city within 90 days of the agreements' execution. This cash bond would serve as reimbursement for the developer that first completes the necessary improvements. Additionally, the agreements specified a deadline of September 15th, 2024, for the completion of these shared improvements, ensuring a time-bound commitment from both developers.

Chris Thompson clarified that Taxiway Bravo would be constructed by the FAA, emphasizing that the FAA preferred constructing such taxiways due to their high standards and cost-effectiveness compared to other types of taxiways.

Seth Perrins mentioned that they recently secured federal funding for the design of Taxiway Bravo and explained that they work out a ten-year capital improvement plan with the FAA. The extension of Taxiway Bravo along the designated line is part of this plan, and they are receiving federal support, particularly from Congressman Burgess, which will help expedite the project.

Christian Davis mentioned that they received a certain amount of funds through the traditional infrastructure law funds, which are planned for the next ten years. Congressman Owens passed a standalone bill that provided additional funding on top of what they were already scheduled to receive.

Seth Perrins mentioned that the additional funding secured by Congressman Owens is specific to their airport. While it may not be a significant amount in the context of all airports, it is noteworthy for them because it is ahead of schedule, marking a great start for their project.

Chris Thompson mentioned that Congressman Owens met with the mayor and the developers, understanding and embracing the vision for the airport's potential growth. This engagement has led to positive outcomes for their project.

Mayor Mendenhall explained that there are two lease agreements, both already signed by the developers. If approved, they will be executed soon.

Chris Thompson emphasized that by September 15th of the next year, Taxiway B1 must be constructed, enabling the construction of hangars on either side and allowing airplanes to move from the hangars to the runway.

Mayor Mendenhall expressed excitement about the upcoming activity on the Main Street side of the airport and looked forward to the prospect of having a restaurant overlooking the runway.

Councilman Oyler mentioned a recent article from ABC 4 News discussing the possibility of a museum at the Spanish Fork airport.

Chris Thompson discussed the challenges and time-consuming nature of establishing museums, citing the example of efforts to create a museum for Halvorsen, the Candy Bomber. Despite the lengthy process and financial considerations, the city has expressed support for the idea of a museum at the Spanish Fork airport. They have provided a letter of support and are willing to collaborate with initiatives that have secured funding. Two museums are currently exploring the possibility of being established at the airport, indicating potential future enhancements to the city's assets.

Mayor Mendenhall expressed gratitude to the private entities involved in the airport-related projects, acknowledging their efforts and investments. He specifically mentioned the San Miguel extension and highlighted the significant financial impact, estimating the combined investment to be north of \$200 million flowing into Spanish Fork around the airport.

Councilman Marshall expressed gratitude to those involved in the airport-related projects, acknowledging the effort put into refining the proposal. He mentioned that when the project was initially presented to the airport board, there was skepticism, but significant progress and modifications have been made since then.

Councilman Marshall commended the efforts of those involved in the airport projects, emphasizing the substantial impact on the community's economic development. He highlighted the transformation from bare ground to generating significant revenue for the city, expressing excitement about the positive outcomes for Spanish Fork.

Mayor Mendenhall acknowledged the significance of the airport projects and their potential to significantly increase operations and attract additional FAA funding. He commended the hard work and dedication of those involved in the planning and execution of the projects, noting that discussions about the airport began early in his time on the council.

Councilman Cardon expressed appreciation for Christian's efforts in finding ways to ensure the airport's financial self-sufficiency and reduce reliance on city tax dollars. He commended Christian for his dedication and hard work in pursuing initiatives that contribute to the airport's success..

Mayor Mendenhall acknowledged Christian's contribution and mentioned positive feedback from individuals who flew into Spanish Fork and attended an event. The feedback highlighted Christian's effectiveness in his role, and the mayor expressed appreciation for his work on intricate matters related to the airport.

Councilman Argyle ▾ Moved to Approve ▾ **Patey Aviation Main Street Development**

Ground Lease Approval

Councilman Cardon ▾ Seconded and the motion Passed all in favor at 8:04 pm with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Yes
Stacy Beck	Yes
Chad Argyle	Yes
Shane Marshall	Yes

Councilman Cardon ▾ Moved to Approve ▾ **Utah Aviation Lease Agreement**

Councilwoman Beck ▾ Seconded and the motion Passed all in favor at 8:04 pm with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Yes
Stacy Beck	Yes
Chad Argyle	Yes
Shane Marshall	Yes

Mr. Mertz, the project manager, expressed appreciation for working with Chris and Christian, describing them as efficient and fantastic to work with. He highlighted the Patey Aviation Business Park and mentioned Mike Petty's involvement. Mr. Mertz shared excitement about the development, emphasizing its first-class nature and educational aspects for the local community, including school children in Spanish Fork. He thanked everyone for their support and expressed eagerness to make the project a reality.

Mayor Mendenhall expressed excitement and gratitude for the partnership, acknowledging the passion of those involved in the project.

G. 2023 General Election Preliminary Results

Tara Silver, the City Recorder, let the Mayor know that we had our first preliminary election results.

Mayor Mendenhall asked if we knew when subsequent drops would happen tonight.

Tara Silver stated there would be another drop around 10 pm tonight. She went on to relate the preliminary general election results. She stated that as of now, Stacey Beck was leading with 22.30% of the votes, totaling 3,211 votes. Landon Tooke was in second place with 19.08% of the votes. As the results were not in order by votes she errantly stated Jesse Cardon was in

third place with 17.43%. Matt Barber was next at 16.37% followed by Mike Clayson at 14.42% and Jackie Larson at 10.36%.

Tara Silver made it a point that these numbers were only preliminary and subject to change as additional mail-in ballots are counted. The official canvass, which you mentioned will be on December 5th, will provide the final and verified results.

Councilwoman Beck asked that Tara tell the residents where to find the election result information.

Tara Silver stated they could find it on the spanishfork.org website under elections, on the Utah County elections website, and on the State election website.

H. Fiscal Year 2023 Presentation of Audited Financial Statements by Independent Auditor

Jordan Hales introduced John Hadley from the Larsen Company, who will be presenting the audit results.

In the audit presentation by Mr. Haderlie, the city received a favorable evaluation of its financial statements with an "unmodified" or "unqualified" opinion. This indicates that the financial statements are deemed accurate, transparent, and in line with accounting standards, reflecting the absence of significant issues or misstatements. The audit identified three significant risks—improper revenue recognition, cash disbursements, and management bias estimates. These risks underscore the importance of precise reporting of revenues, prudent spending practices, and addressing inherent weaknesses in controls related to journal entries.

Furthermore, the management representation letter from the city affirmed their commitment to honesty and transparency in providing relevant information for the audit. The lack of reportable findings in state compliance, financial statements, and federal audit signifies the city's adherence to state and federal requirements, showcasing a commendable level of financial reporting and compliance. Mr. Haderlie expressed gratitude for the city staff's cooperation and efficiency, highlighting their timely provision of information, which contributed to a seamless audit process. Overall, the audit outcome suggests that the city maintains positive financial reporting practices and robust compliance procedures.

Mayor Mendenhall expressed gratitude for the diligent work of Mr. Haderlie and his team in conducting the independent financial audit. He highlighted the significance of this annual review in ensuring transparency, accountability, and legal compliance in managing taxpayer funds. The mayor emphasized that the audit report serves as a crucial tool for assuring the public that the city is responsibly handling financial matters and making decisions with integrity. The acknowledgment of the audit's importance underscores the commitment to maintaining a trustworthy and transparent financial system within the government.

Councilman Oyler ▾ Moved to Accept ▾ **Fiscal Year 2023 Audited Financial Statements by Independent Auditor**

Councilman Argyle ▾ Seconded and the motion Passed all in favor at 8:29 pm with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Yes
Stacy Beck	Yes
Chad Argyle	Yes
Shane Marshall	Yes

Councilman Marshall shared his perspective on the audit process, acknowledging that while it may not always be enjoyable, the rewarding aspect comes at the end when positive results, like those presented by the auditor, are achieved. He commended the auditor for a job well done and emphasized the significance of these results, noting that they provide assurance to taxpayers that the city is handling their money responsibly and with transparency. Councilman Marshall expressed gratitude to Jordan and his team for their efforts in maintaining the public's trust in financial matters.

Councilman Oyler ▾ Moved to Accept ▾ **Fiscal Year 2023 Audited Financial Statements by Independent Auditor**

Councilman Argyle ▾ Seconded and the motion Passed all in favor at 8:29 pm with a roll call vote.

DISCUSSION:

a. 2024 Public Meeting Schedule Calendar

Seth Perrins provided an update on the schedule for council meetings in the upcoming year, following the prescribed pattern of meeting every first and third Tuesday of the month. He raised a question regarding the month of July in the calendar year 2024, where there are five Tuesdays. As a result, holding only one meeting in July might lead to a four-week gap between that meeting and the one in August. Seth proposed the idea of having a council meeting on July 16th to address this potential gap.

He mentioned two Fiesta Day events programmed for July 16 – a baby contest and a pie-baking contest, both daytime events without conflicts with evening activities. The preference for holding a meeting on the 16th of July was discussed, taking into consideration potential conflicts. The graph on the screen highlighted the red events, particularly council meetings, for reference.

There was a discussion about the council meeting schedule for December. It was noted that in the first week of December, both the Mayor and Seth Perrins would not be available on the third. The current plan is to schedule one meeting on the second Tuesday of December,

creating a four-week gap between the December and January council meetings. Seth acknowledged that December tends to be a slower time, and the proposed schedule aligns with the usual approach, with the only exception being the potential for two meetings in July. The finalized schedule is expected to be presented in document form for approval at the next council meeting. Stacy added that her busy schedule with yesterday's committee and other commitments might affect her availability.

Councilman Beck stated she had other commitments on the July 2nd meeting date.

Councilman Cardon ▾ made a **Motion** to **Adjourn**

Councilman Oyler ▾ **Seconded** the motion and it **Passed** at 8:39 pm with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Yes
Stacy Beck	Yes
Chad Argyle	Yes
Shane Marshall	Yes

Councilman Cardon ▾ made a **Motion** to **Adjourn**

Councilman Oyler ▾ **Seconded** the motion and it **Passed** at 8:42 pm with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Yes
Stacy Beck	Yes
Chad Argyle	Yes
Shane Marshall	Yes

Attest: November 21, 2023

I, Tara Silver, City Recorder of Spanish Fork City, hereby certify that the foregoing minutes represent a true, accurate, and complete record of the meeting held on November 21, 2023. This document constitutes the official minutes of the City Council meeting.



TARA SILVER, CITY RECORDER

