



**ADOPTED MINUTES
CITY COUNCIL MEETING
September 17, 2024, at 4:35 PM
80 South Main Street
Spanish Fork, UT 84660**

Councilmembers Present

Mike Mendenhall, Mayor
Kevin Oyler, Councilmember

Shane Marshall, Councilmember
Landon Tooke, Councilmember

Councilmembers Absent:

Jesse Cardon, Councilmember
Stacy Beck, Councilmember

Staff Members Present:

Jordan Hales, Finance Director
Tara Silver, City Recorder
Dave Anderson, Community Development Director
Jack Urquhart, Public Information Officer
Chris Thompson, Public Works Director
Tyler Jacobson, Assistant City Manager

Vaughn Pickell, City Attorney
Matt Johnson, Police Chief
Bryan Perry, IS Director
Seth Perrins, City Manager
Dale Robinson, Parks and Recreation Director

Staff Members Absent:

Eddie Hales, Fire and EMS Director

Visitors Present:

Name

Elizabeth Jewkes
Girls Scout Troop

Name

Elijah Lewis

Name

Libby Lewis

WORK SESSION - No formal actions are taken in a work session**Visitors Present:**

Kim Hall, HR Director
Cory Pierce, Public Works Director in Training

Councilman Tooke ▾ made Approve a **Motion** to appoint Councilmember Marshall as Mayor Pro Tem

Councilman Oyler ▾ **Seconded** and the motion **Passed** all in favor at 4:35 pm.

Kevin Oyler	Yes
Jesse Cardon	Absent
Stacy Beck	Absent
Landon Tooke	Yes
Shane Marshall	Yes

Mayor Pro Tem Marshall called the work session to order at 4:35 pm.

Discussion on Salary Schedule

Two key items were discussed:

1. The salary schedule, to be presented and reviewed in October.
2. Revisions to be made for the next City Council meeting.

Employee Year in Review

Kim Hall delivered a comprehensive report on employee retention, job changes, and challenges in attracting and retaining talent:

- Retention Rate: The city's employee retention rate increased to 8.6%, significantly above the national average of 3.4%.
- Job Changes: 28 employees left the organization. 9 of which were for retirement or voluntary separation. If retirements are excluded, the attrition rate is 6%. 10

employees left for different job opportunities, returned to school or other personal reasons.

- Firefighter Turnover: A notable issue involved firefighters leaving the department, some for higher-paying positions at other fire agencies within just a few months of employment. Many who left had less than five years of service.
- Lateral Moves: 8 employees made lateral moves to different departments, 5 of which were firefighters. These lateral moves often came with better pay, and this trend was seen as concerning as it creates gaps in the workforce.

Employee Attraction and Retention Challenges

Kim Hall discussed the increasing challenge of attracting skilled employees:

- Future Labor Shortage: By 2030, there will be an 85-million-person shortfall in skilled labor, and within two years, the shortage of talent will become acute.
- Hiring Rejections: For example, nine engineer candidates declined offers, emphasizing the competitive nature of the labor market.
- Compensation: The city's salary and benefits package was seen as competitive, but workplace culture plays a critical role. Hall emphasized the importance of leadership from the Mayor, City Council, and City Manager in shaping the city's positive culture.
- Supervision: Nationally, 71% of employees leave due to problems with their supervisors, though this was not seen as a major issue within the city.
- Workplace Flexibility: While flexibility, such as allowing employees to start or end work late, is not currently part of the city's offerings, it may become necessary in the future.

Employee Retention Strategies

- Recognition: Quick recognition of accomplishments, such as saying "thank you" or using programs that reward employees, is important. Employees appreciate recognition, especially for work beyond their normal duties.
- Career Advancement: Hall noted that employees are not entirely satisfied with current career advancement opportunities. The concept of "tiers" within job roles was proposed to give employees more chances for upward mobility.
- Supervisory Training: Educating supervisors to help employees grow in their roles was another suggestion.
- Higher Education Incentives: Two years ago, the city introduced higher education incentives, which was seen as a positive move. Employees can improve themselves while staying within the organization, provided that the education benefits their current job.
- Stretch Assignments: Giving newer employees stretch assignments could help them develop and prepare them for future roles, addressing workforce needs as older employees retire.
- Purpose and Engagement: Employees should feel a sense of purpose and understand how their work makes a difference. Engagement was broken down into three elements: organizational connection, work connection, and team connection.

Future Considerations

Hall presented several considerations for future employee retention and development:

- **Work Flexibility:** More flexibility may need to be offered in work schedules.
- **Job Enrichment:** Providing more fulfilling roles is key.
- **Employee Shortage:** The shortage of skilled workers will continue to be an issue.
- **Advanced Training:** More training for new employees is needed to onboard them faster.
- **Tenure Incentives:** Providing incentives for long-tenured employees could encourage them to stay rather than retire.
- **Job Descriptions and Salary Ranges:** 8 to 10 years ago all job descriptions were evaluated and job range placements were made. It is suggested that this process be conducted again to ensure that jobs are placed in ranges correctly.

Onboarding and Retention Challenges

Hall highlighted that the first five years of employment are particularly challenging, and younger employees are more likely to "chase the dollar" rather than remain loyal to a single employer. The city's retirement benefits are not as attractive to younger employees, who are more focused on immediate pay than long-term retirement plans.

Salary Adjustments

Hall provided an update on the city's salary structure:

- **Recent Salary Changes:** Since 2023, 12 cities have updated their salary ranges. The best data available indicated a 5% market change, although no merit increases were provided.
- **Competing with Higher-Paying Areas:** The city is competing with higher-paying jobs in Salt Lake County, especially for positions like police officers, engineers, and building inspectors. For example, state troopers earn \$6,000 more than the city's police officers.
- **Fire Marshal:** The Fire Marshal's salary range was increased due to benchmarking data.
- **Part-Time Employees:** Part-time employees received a 5.09% increase.
- **Health Insurance Incentives:** Some cities, like Payson and Salem, offer half of health insurance premiums to employees who opt-out of city-provided health coverage. Spanish Fork currently does not incentivize employees to decline coverage, and doing so could raise concerns with Select Health.

Merit and Market-Based Pay Adjustments

Council discussed how to balance merit and market-based pay adjustments:

- **Merit Increases:** A 2.5% merit increase was proposed, requiring an additional \$504,000 in funding. This would be funded through a combination of existing budget surpluses and potential reallocations.

- Using Budget Surpluses: The city has \$200,000 left unspent from last year's budget. Council discussed whether to use these funds to support salary adjustments.
- Car Allowances: Surveys show our car allowances are in line with other cities. It's difficult to receive accurate numbers for division managers since most agencies don't offer car allowance to them. At Spanish Fork, only a few division managers receive this benefit.
- Budget Impact of New Hires: Council debated the budgetary impact of replacing retiring employees with new hires at lower salaries. The savings could potentially be used to onboard new employees.

Competing with the Private Sector

Council acknowledged that the city has to compete with private-sector salaries. For example, brand new state troopers are paid \$6,000 more than city police officers, creating pressure on the city's workforce. Additionally, new police officers spend months in training before being ready to work independently, which further complicates staffing challenges.

Next Steps

The council decided to revisit the budget in two weeks and explore funding options for salary increases. There will be a budget review in October, with a focus on using carryover funds unless there is an emergency. The council also discussed ensuring that employees understand what is expected of them for promotions and salary increases and emphasized the importance of maintaining competitiveness with the private sector.

They ran out of time for the next work session item Proportionate Business License Fee and moved it to after the Closed Meeting

6:00 pm CALL TO ORDER, PLEDGE, OPENING CEREMONY:

Call to Order 6:02 pm - Mayor Mendenhall began the Spanish Fork City Council meeting on September 17th, 2024, by acknowledging that the meeting was being broadcast from the council chambers on Spanish Fork's Main Street, YouTube and Channel 17. He thanked everyone for attending.

The Mayor excused Councilwoman Beck, who was absent due to personal family commitments, and Councilman Cardon, who was away on business. He noted that the rest of the council was present for the meeting. The session started with a spiritual thought and prayer led by Councilman Oyler.

Councilmember Oyler gave a brief reflection during the meeting, beginning by asking the attendees to imagine living under a government with unlimited and undefined powers, like those in Communist China or Nazi Germany. He posed questions about the potential loss of personal rights, such as choices in education, career, marriage, religion, and family decisions.

He expressed gratitude for the freedoms enjoyed in the United States, attributing them to the government's structure as outlined in the Constitution. He highlighted that the day's significance was tied to Constitution Day, marking the start of Constitution Week. Oyler invited the public to take time to study the Constitution, emphasizing that it was crafted by intelligent individuals who laid the foundation for the freedoms enjoyed today. He noted that many countries have tried to replicate the U.S. system, and the country was fortunate to have the liberties it does.

Councilmember Tooke led the attendees in the Pledge of Allegiance.

Recognition:

a. Recognition: Pat Nichols Crossing Guard for 30 years - not coming

Matt Johnson let us know that Pat was unable to attend due to illness.

Mayor Mendenhall acknowledged that the planned recognition for Pat Nichols, who has served the community as a crossing guard for over 30 years, would be postponed due to her illness. He expressed excitement about honoring her once she recovered. He also took a moment to appreciate the city's crossing guards for their efforts in keeping children safe as they traveled to and from school, especially as the new school season had begun. Afterward, the meeting proceeded to the public comments portion.

PUBLIC COMMENTS:

There was none

COUNCIL COMMENTS:

Councilmember Beck

Absent

Councilmember Cardon

Absent

Councilmember Tooke

Councilmember Tooke began by expressing his pleasure in being present and shared updates on recent events. He highlighted a ribbon-cutting ceremony for a new Indian cuisine restaurant, Swad Cabin, which he described as having incredible food and a wonderful family behind the business. He encouraged everyone to support the restaurant, located just north of the small Walmart, noting its great layout with nearly ten tables for both indoor and outdoor dining.

Tooke also shared his excitement about the progress of the new recreation center, which he

had supported for years. He mentioned a tour of the facility, where they stood in the area designated for the Olympic pool. Tooke expressed his admiration for the work being done and predicted that the facility would be a "game changer" once completed within the year.

On behalf of Kathleen Levitt, the Chamber of Commerce president who was absent due to illness, Tooke shared upcoming Chamber events. He reminded everyone about a ribbon-cutting for a new business, Scenthound, scheduled for the following day, as well as a noon networking event at the Hampton Inn later in the week. He also promoted the Chamber's Annual Business Summit, taking place on October 10th, where Mayor Mendenhall would be presenting.

Tooke concluded by mentioning that Landmark High School was expanding due to growth and needs, and he reminded everyone about the upcoming Wings and Wheels event on September 28th, sponsored by the Parks and Recreation department. He encouraged everyone to attend the event, which he said would be a great experience.

Councilmember Oyler

Councilmember Oyler began describing a project visible from Highway 6, where construction had been ongoing for over a year. Recently, he had the chance to tour what would become a massive underground water container for the city's drinking water. This new 5-million-gallon container would replace two smaller containers, one holding 1 million gallons and the other 2 million gallons. Councilmember Oyler found the construction impressive and humorously noted that there had been a suggestion to start filling the container with water while another group was touring the site. He had told the team to ensure the Mayor was invited for the filling event but was unsure if that happened. He reassured everyone that Spanish Fork had ample water supply due to excellent planning and management by city staff.

Next, Councilmember Oyler highlighted a recent lecture by Richard Davis, organized by the Spanish Fork Historic Preservation Commission. The lecture covered the Pioneer Heritage Cemetery, which holds the remains of some of the earliest settlers of Spanish Fork. These early settlers lived in dugouts during the winter and in wagons or tents during the summer.

Councilmember Oyler expressed gratitude for these informative lecture series and shared details about the next lecture, scheduled for Monday, October 21st, at 7 p.m. in the library's Heritage Room. The Jones Hughes family, owners of the Jones Hughes Pioneer Heritage Park, would speak about the park's history.

He also mentioned attending a board meeting for the animal shelter, where he reported a decrease in the number of dogs at the shelter. Despite this, many animals were still looking for homes, and he encouraged those interested in adopting pets to visit the shelter.

Lastly, Councilmember Oyler reminded everyone that the senior center had reopened for the season, inviting people to join the community lunches held every Monday and Thursday, and the member meal on the first Friday of each month. He praised the senior center for its excellent food and the joy of interacting with the community's seniors.

Councilmember Marshall

Councilmember Marshall updated the group about attending the Utah League of Cities and Towns conference following the last council meeting. The event took place over a day and a half in Salt Lake City and allowed him to connect with fellow elected officials from across the state. He found it valuable to discuss common issues and gain insights from others facing similar challenges.

He noted that these meetings often introduce new interpretations of the law or new regulations, making them an important opportunity for training and updates. Councilmember Marshall expressed his appreciation for the chance to attend and interact with other officials and staff.

He also mentioned a discussion about the general plan and suggested providing feedback to Dave about the plan's direction. He proposed saving this discussion for the next meeting if there was a general plan update on the agenda.

Lastly, he informed the council that he would be absent from the meeting on October 15th, as he would be out of town in Nevada. He encouraged putting important items on the agenda and noted that he would follow the meeting from afar.

Mayor Mendenhall

Mayor Mendenhall expressed gratitude to those attending the meetings and providing updates on various matters. He highlighted the importance of Constitution Day, noting that it was recognized throughout the month. Reflecting on the significance of the U.S. He pointed out that it had been amended 27 times, which demonstrated its evolving nature in response to legislation.

The Mayor emphasized that politics, especially at the local level, should not be about party affiliation but about addressing practical needs, like fixing potholes. He reminded everyone that the Constitution belongs to all Americans and should not be used for political polarization. It was an inspired document that continues to shape the nation, and future amendments will likely occur as the country progresses.

Mayor Mendenhall closed by celebrating Constitution Day and its relevance to the country, state, and community in Spanish Fork. He then transitioned to City Manager Perins for staff reports, mentioning that some of the topics had already been covered, such as the tour of the recreation center. He looked forward to hearing more updates about recent city activities.

STAFF REPORTS:

Seth Perrins began by letting us know Dave Anderson would touch on the general plan and another item and he thought Dale Robinson had two items as well.

Fiesta Day Rodeo Update

Dale Robinson stated that he had a couple of items to announce. Five years ago, during the rodeo, they added a fifth-night featuring *Extreme Bulls* due to a conflict with Nampa, Idaho's rodeo, which impacted our Saturday night performances, particularly in *Bareback* and *Saddle Bronc* riding. By adding *Extreme Bulls* on Saturday, they eliminated that conflict, and over time, Nampa shifted their event to a different weekend.

In our most recent meeting, the rodeo committee unanimously voted to replace *Extreme Bulls* with a fifth full rodeo night. The decision was based on the fact that fans preferred a full rodeo experience, and the standalone *Extreme Bulls* event didn't count toward the overall payout recognized by the PRCA (Professional Rodeo Cowboys Association). By transitioning to five full rodeo nights starting in 2025, their payout will increase by \$120,000, moving Spanish Fork into the top ten highest-paying rodeos out of over 600 in the PRCA.

For context, our media rights revenue will also increase significantly. Over the past three years, they've received \$64,000 in media rights payments, but by 2025, they would earn \$135,000 as a top ten rodeo. Additionally, the PRCA had been moving away from standalone events, making it more challenging for bull riders to enter if they've already committed to other rodeos. Last year, we planned for 45 bull riders, but only 31 participated due to this rule.

This change ensured better alignment with PRCA guidelines and positioned our rodeo for continued growth and success.

Mayor Mendenhall emphasized how significant the rodeo had become, stating that it was not only the biggest in the state but also one of the largest across the country during that week. He noted that tickets would go on sale in April this year, giving everyone a fair chance to attend. Comparing it to a major cultural event, he described the rodeo as the "Taylor Swift of rodeos" because it consistently sold out, demonstrating its immense popularity.

Councilmember Oyler mentioned that some rodeos last only a couple of days, while others, like the summer rodeo in Spanish Fork, span a full week with five nights, consistently selling out each year. He raised the hypothetical question of whether extending the event to six nights was a decision made solely by the rodeo committee, by the PRCA, the City Council or a combination of the parties.

Dale Robinson explained that the decision to extend the rodeo to six nights would be made by the rodeo committee, which would then approach the PRCA for approval. He clarified that the rodeo must submit an application every year to be sanctioned by the PRCA, so if the committee decided to expand, they would follow that process to gain approval.

Councilmember Oyler remarked that the idea of extending the rodeo to six nights was exhausting just to think about. He noted that each year, many people, including those in the city, often hear complaints from residents saying they can't get tickets because they sell out so quickly.

Dale Robinson acknowledged that tickets sold out quickly. He mentioned that they had changed the date for ticket sales and would observe how these changes, implemented last year, would affect ticket availability and sales moving forward.

Councilmember Oyler inquired whether it was possible to assess how ticket pirating, and scalping affected ticket sales for the most recent rodeo compared to previous years.

Dale Robinson noted that while he didn't have specific numbers on hand, ticket scalping and pirating had significantly improved compared to previous years. He explained that although it's impossible to completely eliminate scalping, they had implemented several measures to create hurdles and slow it down, which had proven effective. He emphasized the importance of ensuring that citizens understand where to obtain their tickets, directing them to the official sources.

Additionally, he mentioned a new volunteer program that provides access to some tickets for those who are willing to help out with the rodeo, highlighting various avenues available to secure tickets and their ongoing efforts to prioritize citizens' opportunities to attend.

Councilmember Oyler asked when tickets go on sale.

Seth Perrins advised that securing tickets requires prompt action, as they usually become available unless one is slow to act. He reminded everyone that tickets for next year's rodeo will go on sale on April 2nd at 9 a.m., clarifying that this is not an April Fool's joke and that tickets will not be available on April 1st.

Seth Perrins expressed hope that the change in ticket sale timing would alleviate the need for people to plan their lives a year in advance. He noted that many individuals had voiced their gratitude for not having to decide so far ahead about their availability and preferred nights. With tickets going on sale on April 2nd, people will be closer to the actual event date, making it easier for them to plan and enjoy the rodeo. He believed this adjustment would be significantly better for residents.

Mayor Mendenhall expressed agreement and excitement about the rodeo's position in the top ten, highlighting it as a significant achievement for Spanish Fork. He emphasized the importance of volunteerism in making the rodeo happen, noting that the Diamond Fork Riding Club and other volunteers contribute immensely by dedicating their time. He pointed out that, unlike other rodeos that might contract out work, Spanish Fork relies heavily on volunteers who take time off their full-time jobs to ensure the event's success. He acknowledged that while volunteers might receive a couple of tickets as a token of appreciation, their commitment to putting in extensive hours is remarkable. This level of support reflects positively on the entire community and speaks well of the city's spirit and dedication.

Dale Robinson praised the exceptional volunteerism in Spanish Fork, noting that it was unmatched elsewhere.

Recreation Center Update

Dale Robinson then introduced a video update on the new recreation center, thanking Travis for filming it. The video provided a detailed look at several key features of the facility. It began with the competition pool area, showcasing the indoor pool and its large bleachers, which

were the biggest in the valley and could seat 450 people.

The video also highlighted the 12 individual changing rooms, some equipped with showers for added privacy. Additionally, it offered a glimpse into the surge tank area, humorously referred to as a “bomb shelter,” where 130,000 gallons of water were treated.

The tour included the recreational area and the deep water tank, with concrete being poured during the filming, although the final pour was postponed to the following morning due to rain.

Robinson also mentioned the 13,000-square-foot fitness area, which was not yet visible in the video as it was still under construction. He expressed excitement about the facility, emphasizing its significance as a future “crown jewel” for the community, and reassured that despite some delays, the project remained on track to open by September 15th, 2025.

Mayor Mendenhall invited the people in the room to ask Dale questions about the recreation center. He asked if anyone wanted to know how many pools were in the recreation center.

Dale Robinson added that the recreation center would feature three impressive slides outside, coming from a tall tower, which he assured everyone would be a hit.

Councilmember Oyler asked how deep the dive tank was.

Dale explained that the dive tank at the recreation center would be 13 feet deep, with a feature that allowed people to walk up to a small cabin and jump off a platform. He asked if that sounded fun to everyone.

Elizabeth Jewkes inquired whether the dive tank would be open for play throughout the week or if it would only be available on specific nights, such as Fridays and Saturdays.

Dale Robinson explained that the dive tank would be open for various activities, including scuba diving certifications and lessons. While safety regulations would dictate the number of people allowed in the tank, it would not be used for open swim. Instead, it would primarily host swimming lessons, diving, and scuba activities. Robinson shared that due to the water table, the pool's concrete foundation required extra reinforcement, with rebar and two feet of concrete, as opposed to the standard four inches. He described watching the concrete being shot into place as a fascinating process.

Dale Robinson clarified that the facility would not feature traditional diving boards but would instead have dive tanks.

Seth Perrins noted that, unfortunately, diving boards are not as common as they once were. He mentioned that there were likely several valid reasons for this, many of which involve lawsuits and safety concerns. He expressed that it was a disappointment, as the reduced presence of diving boards has taken away a familiar feature from many pools.

Mayor Mendenhall clarified that the dive tank was separate from the lap pools where people would be swimming. This distinction was made to emphasize that the dive area had a

different purpose and was not intended for regular swim activities.

Dale Robinson explained that the recreation center featured two program or activity pools, which included lap swimming lanes and areas designated for swimming lessons and other activities. Additionally, there were smaller water activities for children and a lazy river that extended from the indoor area to the outdoors. The center also boasted an outdoor aquatic section, featuring slides and other attractions. Robinson noted that this outdoor area would be larger and more impressive than the city's existing pool, offering a space for outdoor fun. He humorously added that visitors could even enjoy getting sunburned if they desired.

Mayor Mendenhall thanked Dale Robinson for the update, expressing appreciation for the progress on what was described as a great facility.

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General Plan Update

Dave Anderson opened by expressing gratitude to Mayor Dale and Mr. Urquhart, before diving into the discussion about Spanish Fork's general plan update. He explained that cities in Utah are required to plan for their future growth, and in the case of Spanish Fork, this need has become more pressing as the city continues to evolve. Anderson highlighted the rapid changes in the community, pointing to new recreation centers and an increasing population as evidence. These developments, along with the influx of new businesses, illustrate how Spanish Fork has reached a point where careful planning is crucial to ensure continued success and quality of life for residents. Anderson emphasized that the general plan serves as a roadmap for managing this growth, guiding how the city will accommodate new homes, businesses, and public facilities.

As he walked through the progress of the project, Anderson mentioned that the city had been working on this plan for about nine months, with a draft expected to be ready for City Council review by the end of the year. He described how the plan's foundation is built upon feedback gathered from the community, with thousands of residents offering input on what they envision for the city's future. A key component of this plan is a detailed land use map, which helps visualize how different areas of the city will be developed over the coming decades. Anderson explained that the various colors on the map represent different types of development, such as residential neighborhoods, commercial zones, and industrial areas. The map not only focuses on areas already developed but also outlines land uses for sections of the city that are expected to grow in the future.

One significant focus of the plan is the development along the Interstate 15 (I-15) corridor. Anderson pointed out that community feedback indicated strong support for more intensive developments in these areas, including apartments, shopping centers, and other high-density uses. He specifically mentioned the areas near the new I-15 interchange and west of the highway, where the Utah Department of Transportation is constructing new infrastructure. These locations are seen as prime spots for future growth, particularly in terms of commercial and residential developments that could cater to the increasing population.

Anderson also discussed the city's plans for a commuter rail stop near the I-15 and Center Street intersection. He explained that when the FrontRunner commuter rail line is extended south to Payson, the city wants to ensure that land uses around the rail stop are planned effectively to fully utilize the transportation facility. This would involve more intense developments in that area to encourage public use of the commuter rail.

He noted that while the plan prioritizes development in these key areas, the community had expressed a desire to maintain the character of other parts of the city, indicating little interest in seeing dramatic land use changes elsewhere. Anderson highlighted the importance of the process, emphasizing that the input received from residents was critical to shaping a plan that would remain relevant for decades. By setting the right foundation now, the plan aims to ensure that future City Councils will have a strong, community-supported framework for managing growth.

In conclusion, Anderson expressed excitement about the project, describing the plan as a tool that will be used daily by city planners and officials to guide development decisions. He underscored the significance of the general plan in shaping Spanish Fork's future, ensuring that the city remains a vibrant and well-planned community for years to come.

Councilmember Marshall began by reflecting on previous discussions about station area growth on the west side of Interstate 15 (I-15), recalling conversations that dated back to his time on the Planning Commission. He shared insights from a recent lunch meeting at the Utah League of Cities and Towns, where broader issues such as city boundaries and growth near I-15 were discussed. Marshall raised a critical question about how Spanish Fork is planning its expansion, particularly on the west side of I-15. He pointed out that, like many cities along the Wasatch Front, Spanish Fork could face challenges with access and community connectivity due to the physical barrier posed by the interstate.

Drawing from his professional experience, Marshall highlighted examples from other communities in Davis, Salt Lake, and Utah counties that struggle with east-west access across I-15. He noted that cities like Lehi and others have consistently reported difficulties in maintaining cohesive communities when growth occurs on both sides of the interstate without proper planning. He posed the question of whether Spanish Fork might be making the same mistake by allowing growth on both sides of I-15 without addressing the potential access issues that could arise.

Marshall suggested that the city should take a closer look at its planning efforts on the west side, not necessarily advocating for immediate action but urging for deeper conversations on the matter. He acknowledged the benefits of having I-15 near the city but emphasized the need to avoid creating a situation where the highway bifurcates the community, making it difficult for residents to access services and maintain community cohesion.

He also expressed concern about the challenges of connecting the east and west sides of I-15, noting that while Center Street provides one route, there are currently limited options for crossing the interstate. Marshall commended the city's decision to place industrial development on the west side, which he believed was appropriate, but he urged the city to consider more carefully how many residential developments should be permitted in that

area.

Finally, Marshall noted the tension between placing a commuter rail stop on the west side of I-15, where higher density housing could support its use, and the lower-density single-family homes on the east side. This situation, he explained, complicates efforts to create the kind of density needed to make the rail stop successful. He concluded by encouraging continued dialogue on this issue, sharing that other cities in Davis County had experienced similar challenges and struggled to maintain community cohesion when residential growth occurred on both sides of I-15.

Councilmember Oyler expressed his agreement with the points raised by Councilmember Marshall, acknowledging the importance of considering the potential issues caused by I-15 dividing the community. He appreciated the mention of Salt Lake City's ongoing efforts to address similar challenges with the freeway and train systems that split their city, noting that it was an aspect he had never previously considered.

Oyler reflected on how, up until this discussion, he had always followed the city's growth policy, assuming that Spanish Fork would naturally expand westward. However, he had never questioned why that growth needed to occur, particularly whether I-15 could serve as a natural boundary or buffer for the city. He recognized the value in this new perspective, which posed the question of whether it would be better to allow another community to grow on the west side of the interstate, using I-15 as a buffer rather than expanding Spanish Fork beyond it.

While Oyler did not take a definitive stance on the matter, he acknowledged that it was a thoughtful question worth exploring as part of the city's long-term planning efforts. He emphasized the importance of considering all options for future growth and development, viewing this conversation as an opportunity to plan more strategically for the city's future. Ultimately, he found the discussion to be a valuable exercise in thinking critically about the city's expansion and its potential impact.

Councilmember Tooke expressed support for the ideas raised by both Councilmembers Marshall and Oyler, emphasizing that it was valuable to consider new perspectives regarding future city growth. He agreed that it was a good idea to carefully examine the potential impact of expanding west of I-15, acknowledging that he had not previously considered this approach either. Tooke appreciated the opportunity to entertain fresh ideas and believed that it was important to evaluate all options thoroughly before making any decisions about the city's direction.

Mayor Mendenhall reflected on the complexities of urban development during the meeting, drawing parallels between what had occurred in areas like Saratoga Springs and Eagle Mountain and the potential challenges facing Spanish Fork. He noted that discussions at conferences often introduced new ideas or "wrenches" that forced the city to reconsider established practices. While reflecting on the region's growth patterns, he highlighted how letting communities grow unchecked west of I-15 without deliberate planning had only

increased traffic congestion and exacerbated problems rather than providing solutions.

Mendenhall emphasized that Spanish Fork had a strong track record of proactive planning, particularly when it came to managing traffic issues. He pointed to the intersection of 1000 North and Highway 6 as a specific example, explaining that while certain bottlenecks were inevitable given the geographic location and the volume of traffic passing through, the city had taken a hands-on approach to address these challenges. He cautioned that without proper planning, development on the west side of I-15 could lead to similar issues faced by neighboring cities, where taxpayers were now responsible for solving the congestion mess created by rapid, unplanned growth.

The Mayor further stressed the importance of addressing these concerns before significant development occurred, pointing out that the area west of I-15 was still largely undeveloped and presented a "blank slate." He underscored that this provided the city with a unique opportunity to plan deliberately and avoid the mistakes made by other communities. He believed that careful, forward-thinking planning could prevent future congestion and create a more cohesive, functional city layout.

Councilmember Oyler reiterated that this was the time to talk about it.

Mayor Mendenhall emphasized the importance of planning ahead while recognizing the challenges that come with development, particularly in regard to traffic and infrastructure. He acknowledged that the city still had the opportunity to shape its future through thoughtful discussion and strategic planning, especially regarding the area west of I-15. However, he noted that planning for infrastructure, particularly roads, often felt like a "chicken before the egg" scenario. Many residents questioned why traffic issues hadn't been solved yet, but the reality, he explained, was that development typically funded road construction. Without development contributions, the burden would fall heavily on taxpayers, which would likely lead to significant tax increases.

Mendenhall highlighted that balancing the timing of development and road planning was crucial, especially as the city finalized its master plan. He pointed out that some residents might not fully understand the necessity of planning roads, particularly those running east-west, and stressed that without proper preparation and the acquisition of necessary corridors, those roads simply wouldn't happen. He emphasized that while exact road placements might shift as plans evolved, the need for east-west connectivity was critical. Lastly, Mendenhall argued that it was essential for the city to take responsibility for its own planning rather than push those challenges onto neighboring communities, reinforcing his belief that strategic development could avoid the mistakes made by other areas.

Councilmember Marshall acknowledged the need for significant planning and work before any potential development could take place west of I-15. He noted that while the long-term vision for infrastructure and roads might look similar to Spanish Fork's current setup, the key question was which community future residents would belong to. He posed the question of whether it made more sense for these areas to be part of Spanish Fork or another nearby community, understanding that this decision would impact the future landscape.

Marshall emphasized that the development being discussed was still far off, likely 10 to 15 years away, as it would require an interchange before a commuter rail stop could even be considered. He acknowledged that there was a long timeline ahead, and much could change in the interim. This uncertainty led him to suggest that it might be wise to keep the boundaries flexible, allowing for more work and discussions as future needs became clearer.

He admitted that predicting the future with any certainty was challenging and that drawing definitive boundaries at this stage would be premature. Marshall echoed the sentiment that the discussion itself was valuable, regardless of the eventual outcome, and that it was important to have these conversations openly as the city navigated its long-term growth.

Councilmember Oyler remarked that Spanish Fork found itself in a unique position compared to other nearby communities, which faced natural boundaries such as Utah Lake or the mountains, limiting their growth options. He observed that many neighboring communities were already built out to the north and south, leaving them with constrained areas for expansion. Spanish Fork, on the other hand, did not face such limitations. With the space between the city and West Mountain still being county land, Oyler acknowledged that while there were no plans to extend development into West Mountain—something he personally hoped would never happen—it remained a vast area with potential for future consideration.

He echoed Shane's comments about the city's growth policy west of I-15, questioning what could prevent that policy from remaining in place. Oyler raised the possibility that, over time, property owners along the boundary might reconsider their stance and approach the city council in 20 or 30 years, asking to be included in Spanish Fork. His comments reflected an understanding of the fluid nature of long-term planning and growth management in the region, highlighting the complexities of future development while maintaining a cautious and forward-thinking approach.

Seth Perrins expressed his intrigue regarding the ongoing discussions about future growth and planning in Spanish Fork. He acknowledged that this was an opportune moment to engage in such conversations, emphasizing the importance of potentially resetting expectations for the community. Perrins noted that the council was only a couple of months away from receiving a draft plan, which would then be handed over for further consideration. He recognized the council's responsibility in determining the timeline and structure for subsequent hearings and discussions, framing this as a vital opportunity to deliberate seriously on the community's direction.

He also highlighted the geographical considerations, noting that Spanish Fork would eventually run into the boundaries on the other side of the freeway. Perrins pointed out the importance of maintaining and enhancing connections as the city grew, suggesting that preserving existing routes would be crucial in facilitating development. Overall, his comments underscored a proactive approach to urban planning, with a focus on connectivity and thoughtful expansion.

Councilmember Marshall emphasized the importance of maintaining connectivity in the context of ongoing development along Highway 6. He pointed out that as the city expanded

on both sides of the highway, it was crucial to ensure that the communities remained interconnected. Marshall advocated for thoughtful planning that would not only accommodate growth but also facilitate seamless access and mobility for residents. His remarks underscored the need to integrate infrastructure development with community cohesion, reinforcing the idea that connectivity is essential for a thriving urban environment.

Seth Perrins acknowledged the challenges related to pedestrian access along Highway 6, highlighting the lack of safe and separated pathways for pedestrians. He noted that changes in school boundaries, which redirected students to Maple Grove Middle School and Mapleton Junior High, further diminished connections for families living on one side of the highway. This shift created a barrier, reducing the sense of community and accessibility for those families. Perrins emphasized the need for improved infrastructure to enhance connectivity and ensure that all residents, especially students, could safely navigate their environment.

Mayor Mendenhall responded to the discussion by acknowledging the challenges faced by the community, noting that it was particularly difficult compared to others. He referenced a recent visit he facilitated, where he brought a group to Spanish Fork for about an hour and a half, emphasizing the importance of community engagement and connection. Mendenhall indicated that it was now time for the local leaders to take action and step up in addressing these challenges, encouraging them to focus on the next steps for improvement and growth within the community.

Councilmember Marshall reflected on the recent discussion, describing it as a surprising and mind-blowing experience. He expressed his astonishment, saying, "Did we just have that conversation?"

Mayor Mendenhall acknowledged the significance of the point raised during the discussion, expressing his appreciation for the input. He noted that in recent meetings concerning the northwest quadrant of Spanish Fork, specifically west of I-15, substantial investments had been made. He highlighted that millions of taxpayer dollars had already been allocated to road improvements and infrastructure development in that area, reflecting the city's commitment to enhancing transportation and supporting growth in the region.

Councilmember Marshall pointed out the stark contrast between the current uses in the northwest quadrant and the planned developments near I-15. He emphasized that, unlike the northwest area, which had minimal residential presence, the discussions surrounding I-15 involved potential density that could accommodate thousands of residents. This difference in population density and usage underscored the importance of careful planning and consideration of infrastructure needs as the city moved forward with its growth strategy.

Seth Perrins noted that the city's boundaries likely extended to approximately ten South, which marked the area where denser populations were expected to develop. He referred to a small section on the north side, indicating that this region would also play a role in the overall growth and planning strategies for the community. The emphasis was on understanding how these geographic lines could influence future developments and the associated infrastructure needs.

Councilmember Marshall expressed enthusiasm about the potential for developing residential land uses in a location with direct access to major routes, emphasizing that it would allow residents to reach shopping and job opportunities without driving through existing neighborhoods. He argued that this was an ideal time and place to implement quality density, suggesting that the current circumstances presented a unique opportunity for thoughtful urban planning. His comments reflected a shift in perspective that surprised even him, indicating a willingness to embrace innovative ideas for community development.

Dave Anderson recalled that similar conversations about development and planning had taken place 15 years prior, suggesting that these discussions had become less frequent over time. He humorously acknowledged Councilmember Marshall's evolving views, indicating that the planning landscape had changed since those earlier discussions. With no further staff reports to address, the meeting was set to continue on other agenda items.

A. Sexual Devices

Dave Anderson addressed the council, noting that there would be a joint Planning Commission and City Council meeting on October 8th, marking one of the two scheduled for 2024. He expressed the importance of continuing the current discussions, mentioning that their consultant would be present for this meeting.

He then shifted focus to address complaints received regarding how certain merchants in Spanish Fork displayed intimate products. He suggested that it would be best to put the conversation about regulating these displays on hold and encouraged residents to engage directly with retailers instead. Anderson clarified that the intention was to keep the city out of this discussion for now, while also acknowledging that the council could revisit the matter in the future if they wished.

Seth asked Dave to reach back out to the businesses and let them know the change in conversation.

Each one of the council members agreed with the change in direction.

Mayor Mendenhall acknowledged the strong relationship between the city and the business community in Spanish Fork, highlighting that communication with the Chamber of Commerce and local businesses was regular and productive. He emphasized that this collaborative approach served as a solid foundation for addressing concerns and fostering a positive business environment in the community.

CONSENT ITEMS:

- a. Minutes of Spanish Fork City Council Meeting - 09-03-2024**
- b. Minutes of Spanish Fork Work Session Meeting - 09-10-2024**

Councilman Oyler ▾ made a **Motion** to Approve the Consent Items

Councilman Tooke ▾ **Seconded** and the motion **Passed** all in favor at 7:07 pm.

Kevin Oyler	Yes
Jesse Cardon	Absent
Stacy Beck	Absent
Landon Tooke	Yes
Shane Marshall	Yes

NEW BUSINESS:

A. Appointment: YCC Advisor Jacoy Baird

Mayor Mendenhall introduced Jacoy, a long-time resident of Spanish Fork, noting that she had lived in the city for over 20 years and was the mother of five, four of whom had served or were currently serving on the city council. A former junior high English teacher, Jacoy was described as actively involved in various community initiatives, including the PTA, elections, church, and neighborhood activities. She had a passion for reading, gardening, and spending time with family and friends, and was always looking for ways to serve the community.

In her new role as Youth City Council advisor, Jacoy would mentor and guide city council members, helping to develop their leadership skills and promote civic engagement among the youth. Her responsibilities would include organizing events, facilitating discussions, and ensuring that the initiatives of the Youth City Council aligned with the city's goals and values.

The Mayor requested the council's consent to approve Jacoy's appointment, emphasizing the importance of fostering greater involvement of young people in local government and community activities. After confirming there were no questions, the council moved to approve her appointment.

Councilman Tooke ▾ made a **Motion** to Approve ▾ **the Appointment: YCC Advisor Jacoy Baird**

Councilman Oyler ▾ **Seconded** and the motion **Passed** all in favor at 7:10 pm with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Absent
Stacy Beck	Absent
Landon Tooke	Yes
Shane Marshall	Yes

B. Proposed Change to the City's requirements for Home Occupations to allow non-resident children to operate Home Occupations from their

parent's homes.

Dave Anderson presented a proposal regarding a resident who sought to obtain a business license for his adult daughter to operate a dog grooming business from her parent's home in Spanish Fork. He explained that the city has strict requirements for home occupations, which are designed to maintain the character of residential neighborhoods.

The criteria for home occupations include limitations on the number of patrons at a time—such as allowing only one customer in the home for services like haircuts—to minimize the impact on the neighborhood, including parking congestion. Additionally, outside employees are not permitted, meaning that most home occupation licenses approved are issued for businesses that do not require customer interaction at the residence, such as home offices or virtual services.

Dave noted that dog grooming businesses are allowed under certain conditions, aligning with the city's home occupation regulations. The proposal aimed to facilitate the daughter's ability to acquire a business license while ensuring that no additional employees would be involved and that the operation would remain discreet.

He expressed his comfort with the proposal due to the family connection, suggesting that this could provide a level of self-regulation. Dave indicated that the daughter was already spending significant time at the home, which further justified the request. He concluded that if the council was inclined to approve this change, it would maintain clarity and adherence to existing regulations without negative impacts on the neighborhood.

Seth Perrins acknowledged the potential complexities surrounding the proposed dog grooming business. He pointed out that if the daughter had started the business while still in high school but later moved away for college—perhaps to Provo to attend UVU or BYU—she would fall outside the city's requirements for home occupations. In such a scenario, even if she returned on weekends to manage the business, it could conflict with regulations.

Seth emphasized that the staff's approach was intentionally narrow in scope, aiming to balance the need for business flexibility with the concerns of residents. He believed this proposal would likely receive support from the community, as it carefully considered the nuances of the situation while adhering to existing regulations.

Mayor Mendenhall expressed concern about the potential for the dog grooming business to grow beyond its intended scope, which could negatively impact the character of residential neighborhoods. He emphasized the importance of ensuring that the application process includes thorough vetting, particularly regarding family involvement. The Mayor stressed the need for clear communication and correspondence to confirm that the proposed business aligns with community standards and does not overwhelm the neighborhood with commercial activity.

Councilmember Marshall noted that while the applicant could have potentially navigated the situation through various means, the proposed approach helps ensure that everything

remains legal and above board. He expressed support for the initiative, agreeing with Dave that the restrictions are sufficiently narrow to prevent any significant impact on the city or its residents. Marshall emphasized the importance of maintaining integrity in the process while accommodating the applicant's needs.

Councilman Marshall ▾ Moved to Approve ▾ **Proposed Change to the City's requirements for Home Occupations to allow non-resident children to operate Home Occupations from their parent's homes.**

Councilman Oyler ▾ Seconded and the motion Passed all in favor at 7:16 pm with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Absent
Stacy Beck	Absent
Landon Tooke	Yes
Shane Marshall	Yes

DISCUSSION: (final decisions are not made for discussions)

A. Artificial Turf Amendment

Dave Anderson presented a detailed draft proposal aimed at amending the city's landscape regulations to permit the use of artificial turf. He stressed that the document was a work in progress and sought the city council's feedback, as community interest in the matter had been growing. Anderson began by explaining the variety of artificial turf products available on the market, noting that not all turf would be considered uniform in quality. He expressed the necessity of establishing a clear definition of artificial turf, emphasizing that it should meet certain standards to be deemed acceptable.

During his discussion, Anderson referenced the existing regulations that restrict the amount of natural grass in residential areas, which aim to promote water conservation. He proposed allowing artificial turf under similar conditions, suggesting that homeowners should also incorporate alternative plantings within their yards to maintain neighborhood aesthetics. He specifically mentioned the potential inclusion of features like putting greens, discussing how the definition of turf should accommodate these elements while still adhering to standards regarding blade length.

Anderson candidly addressed the challenges of enforcing current landscaping regulations, citing a neighborhood where several homeowners had already installed artificial turf without city approval. He acknowledged the reluctance of previous councils to enforce compliance retroactively, given the significant financial investments homeowners had made in their landscaping. This situation highlighted a broader issue: the city's ability to enforce rules when

many residents were already circumventing them. He posed the dilemma of whether to maintain rules that may not be enforceable or to reconsider the regulations altogether.

Throughout the presentation, Anderson encouraged open dialogue and collaboration among council members, hoping to refine the proposal based on their insights. He expressed a commitment to moving the conversation forward swiftly, recognizing the urgency of the residents' desires for clarity and direction on the issue of artificial turf regulations. Overall, he sought to find a balance between allowing innovative landscaping options and ensuring that community standards were upheld.

Councilmember Marshall emphasized that the proposed regulations for artificial turf were intended to establish a standard rather than impose penalties. He articulated the belief that having clear guidelines would encourage compliance among residents, fostering a culture of adherence to the regulations. By setting these standards, the council could effectively shape landscaping practices within the community, reducing the likelihood of arbitrary installations.

Marshall expressed that the absence of regulations could lead to a chaotic situation where residents might feel free to install whatever they wished, undermining the overall aesthetic and integrity of the neighborhoods. He highlighted that while the regulations might not necessitate the removal of existing installations, they would create a framework that residents were more likely to follow. Ultimately, he advocated for the adoption of these standards as a means of promoting responsible landscaping and maintaining community values.

Councilmember Oyler raised a question regarding the mechanics of artificial turf, expressing a lack of familiarity with its properties. He noted that natural grass has roots that anchor it in place, helping to maintain its structure over time. He inquired about how artificial turf manages to remain stable and level, suggesting that it might behave more like carpet, which can shift and show signs of wear. Oyler's question highlighted concerns about the long-term durability and maintenance of artificial turf, as he sought to understand how it could retain its appearance and functionality without the natural anchoring provided by soil and grass roots. His inquiry aimed to clarify how the turf would stand up to wear over the years, ensuring that it could meet the community's aesthetic and practical expectations.

Councilmember Marshall contributed to the discussion by explaining that artificial turf is secured in place by being stapled into the ground, which helps maintain its stability. He expressed support for the idea of replacing or adding artificial turf in areas designated for lawns, emphasizing the importance of maintaining the overall aesthetic appearance while also promoting water conservation. He remarked that the proposed definition of artificial turf was quite accurate and noted the significance of a thickness of an inch and a half, which typically indicates a higher quality product that may not be readily available for purchase.

Marshall also mentioned his understanding of why natural grass is not permitted in park strips but suggested that artificial turf could be a suitable alternative in those areas. He highlighted the low maintenance requirements of artificial turf and the challenges posed by natural grass growth. Overall, he conveyed a positive outlook on the integration of artificial turf into the community's landscaping practices.

Dave Anderson noted a consideration regarding the use of artificial turf in park strips, mentioning that this practice is not universally accepted due to the presence of utilities in those areas. He pointed out that with natural grass, it is possible to cut out sections for utility work and then reseed or fill in the grass afterward. This flexibility, however, may not apply to artificial turf, which could complicate maintenance and repair efforts in areas with underground utilities.

Councilmember Marshall expressed that while artificial turf could potentially be replaced or repaired, there would still be practical considerations to address. He noted that the city maintains easements on park strips precisely for utility access and maintenance, emphasizing that the installation of turf or other materials, like concrete or pavers, would need to take these easements into account.

Councilmember Marshall acknowledged that while the installation of artificial turf was a likely prospect for many homeowners, especially considering the longevity of their residence, there were specific considerations that needed to be addressed. He referenced previous discussions in the Development Review Committee (DRC) regarding the regulations for installing putting greens. He highlighted that homeowners could technically cover their entire lawn with artificial turf designated as putting greens; however, he humorously noted that this wouldn't improve the homeowner's putting skills. This comment underscored the need for thoughtful regulations to ensure that the aesthetic and functional goals of landscaping were met without allowing for potential loopholes in the guidelines.

Mayor Mendenhall concurred with Councilmember Marshall, emphasizing the distinction made in earlier discussions about treating putting greens not simply as artificial turf but rather as designated activity zones.

Vaughn Pickell likened the concept of putting greens to other recreational spaces, such as a pickleball court or a barbecue patio, suggesting that they serve more as activity zones rather than traditional lawn replacements. He emphasized that putting greens were distinct from regular artificial turf, indicating a shift in how these areas are perceived in terms of landscaping and usage.

Dave Anderson acknowledged the council's progress on the artificial turf regulations and suggested that if they were aligned, they could proceed with notifying the Planning Commission for further discussions in a formal setting. He noted that while there were still some research aspects to explore, they were keen on moving forward. Anderson also highlighted the lack of expertise among city employees regarding artificial turf, which had initially led to some resistance to the idea. He raised the question of whether it was the right time to engage contractors who specialize in artificial turf, indicating that they were ready to reach out for insights.

He mentioned that some residents in a specific neighborhood had been waiting for their deposits to be released, which had been held as an incentive for landscaping projects. Anderson pointed out the urgency of the situation.

B. Property Tax Receipt/Calculator

Jordan Hales introduced the concept of a "property tax receipt" that he had come across in a Minnesota city. The idea aimed to inform residents about where their tax dollars were allocated. He proposed creating a similar calculation for their community. Hales noted that the city's budget included approximately \$6 million from property taxes within a total general fund budget of nearly \$24 million.

He presented a dynamic spreadsheet that allowed users to enter their county-assessed property value—he used an average residential property value of \$461,262 from Utah County. He explained that primary residential properties receive a 45% discount, meaning taxes are assessed on 55% of their value. By applying the tax rate for each taxing entity, residents could see how their property tax dollars were distributed.

According to Hales, around 76% of property tax revenues went to the school district, with approximately 11% allocated to Spanish Fork City, 7% to the county, and 4% to Central Utah Water. For the average homeowner, the total property tax bill amounted to about \$2,400. He highlighted that of the portion going to Spanish Fork City, the largest allocation was for public safety—specifically police and fire/EMS services.

Additionally, he mentioned that funds also supported parks and recreation, with around \$60 per year directed toward recreation center debt. Administrative costs, including legal and IT services, made up less than 1% of the total property tax bill. Hales wanted to gauge whether this data would be useful for residents and in what format it could be presented effectively.

Councilmember Oyler expressed strong support for Jordan Hales' presentation, emphasizing the importance of transparency for residents. He affirmed that providing such information would be beneficial, viewing it as a positive step forward. Oyler acknowledged the effort put into creating the data and praised the quality of the work, calling it "legit." He highlighted that any opportunity to enhance transparency was a win for the community, reinforcing the value of open communication between the city and its residents.

Jordan Hales asked if there was anything surprising about the property tax data presented. He was curious to hear feedback and understand if any of the information stood out to the council members or if there were aspects they found unexpected.

Councilmember Marshall expressed his surprise at the allocation of his property tax bill. He mentioned that upon reviewing his own tax bill of approximately \$2,500, he was struck by the realization that only about \$300 of that amount went to the city. He highlighted that this fact was consistently surprising to him and appreciated the detailed breakdown provided in the presentation, which illustrated how property taxes are distributed among various entities.

Seth Perrins suggested making adjustments to the property tax calculations based on his assessed home value, which he noted was \$675,000, rather than the appraised value. He pointed out that this distinction was crucial and mentioned that residents could find their assessed value on the documents received from the county regarding their taxes. By inputting this new assessed value into the spreadsheet, he highlighted that all the corresponding numbers would change, but the city's portion of the bill remained consistently around \$396. This exercise aimed to illustrate how varying home values impact the overall

distribution of property tax dollars and to encourage residents to understand their individual tax contributions.

Councilmember Marshall acknowledged the possibility that some residents might misconstrue the council's discussion about property tax allocations as an attempt to downplay the tax burden. He emphasized that this conversation was not meant to justify the city's portion of the tax bill. Instead, he clarified that the purpose was to provide residents with a tool to understand where their tax dollars were allocated and how they were spent. He noted that while opinions on spending priorities might differ, the intent was to promote transparency and ensure that residents felt empowered to engage in the discussion, rather than suggesting they were incapable of understanding the complexities involved.

Jordan Hales reiterated the importance of clarity in the council's discussion, emphasizing that the intent was not to downplay the tax burden but to provide a detailed breakdown of the numbers. He stated that this approach aimed to empower residents by offering another layer of understanding regarding how their tax dollars were utilized.

Councilmember Oyler emphasized that the city could set a precedent by providing detailed tax breakdowns to residents, and he suggested that the federal government should adopt a similar approach.

Seth Perrins highlighted the complexity involved in accurately representing the city's financial picture, noting that the breakdown of tax dollars considers various revenue sources specific to different departments. For instance, revenues generated from police citations, classes, or ambulance billings from fire and EMS are factored into the overall expenses. He explained that these revenues are deducted from the costs, providing a clearer view of how taxpayer dollars are allocated. Although this method is not a perfect science, it allows for a proportional distribution of costs across various functions. In the hypothetical scenario presented, he pointed out that if a resident with a \$675,000 assessed property value paid approximately \$400 in city taxes, around \$100 of that would contribute to police services, offering valuable clarity on the funding distribution.

Councilmember Oyler raised a question regarding the 11% of property tax revenue allocated to Spanish Fork City, specifically about the six line items that make up that portion. He noted that the recreation center debt, which was included in this breakdown, would not have been present a few years ago. His inquiry focused on how the allocation of funds to each line item changes over time, especially as new expenses are added or adjusted.

Jordan Hales explained that the numbers presented were based on the current budget, incorporating both revenue and expenses. He acknowledged that these figures would likely change in the following year, as the recreation center debt would continue to be a significant factor until fully paid off. He noted that fluctuations would also depend on revenue from fire and EMS, particularly from ambulance billing. Jordan highlighted the distinction between budgeted figures and actual revenue, suggesting that while the current breakdown reflects budgeted amounts, real-world results might vary, introducing a degree of uncertainty in the calculations.

Seth Perrins acknowledged the efforts put into the project, stating that Jordan had successfully brought them to a solid position. However, he was unsure if it included the library lease payment in their financial analysis.

Jordan Hales confirmed that the library lease payment was indeed included in their calculations, as it is a part of the library's budget.

Seth Perrins acknowledged that the library lease payment was indeed included in the budget, confirming that it was accounted for correctly. He noted that the revenues generated from late fees and other sources helped offset some of those costs.

Jordan Hales pointed out that certain revenues, such as those from golf and building inspections, were not included in the financial breakdown because they covered their own expenses. He explained that golf revenues effectively offset costs while building permit fees funded building inspections. Additionally, he noted that utility revenues were not part of the general fund budget, as those expenses were covered by utility bills.

Seth Perrins stated that the intention was to develop a dynamic calculator for the city's website, allowing residents to input their property values and see how their tax bill relates to the current budget. He expressed optimism about this initiative, noting that there appeared to be no significant pitfalls or changes needed in their approach.

Councilmember Oyler expressed it was a great tool.

Mayor Mendenhall expressed enthusiasm for the initiative, highlighting its potential value for residents, especially when they receive their property tax notices.

Jordan Hales noted that the property tax notices would be sent out on November 1st, with payments due by the end of November.

Mayor Mendenhall emphasized the importance of having the property tax breakdown tool readily accessible to residents when they receive their tax notices in the mail. He pointed out that this is a time when residents are most likely to question their payments, making it crucial to provide clarity about what their taxes support. He suggested integrating the tool into the Spanish Fork website so residents could easily plug in their figures and see the breakdown.

Seth Perrins noted that most residents received a preliminary bill version in July, around the 24th. He mentioned that the actual property tax bills would be sent out in the upcoming month.

Mayor Mendenhall emphasized that the discussion focused on the general fund, which relies on community taxes to support essential services that typically do not generate revenue. He pointed out that it's unrealistic to expect police funding solely through citations, noting that even with efforts to increase collections, the funds generated are minimal. He illustrated this by questioning how far a mere \$87 would stretch in terms of operational costs, such as keeping the lights on at local ballparks.

Seth Perrins added to the discussion by clarifying that the \$87 amount referenced by the mayor encompasses funding for a wide range of community services, including the cemetery, all parks, and various recreational programs. He emphasized that this funding also supports the sports park and the recreation center, highlighting the extensive services provided through the Parks and Recreation Department. He described the financial implications as significant, illustrating the broad scope of community services that rely on the general fund.

Mayor Mendenhall emphasized the role of elected officials in prioritizing community needs and adapting to changes over time. He acknowledged that many services funded by the general fund, such as parks and recreation, do not generate profit like private sector businesses. Instead, the value lies in enhancing the quality of life for residents and fostering a vibrant community. He reiterated that these responsibilities are central to the duties of public officials.

Councilmember Marshall reflected on the significant portion of property taxes allocated to the school district, acknowledging that while he hasn't had a child in the district for some time, he sees it as a valuable community investment. He emphasized that such collective funding enhances the community by providing essential services like education, recreation centers, and public safety. He reiterated that pooling resources in this way is crucial for improving society and fostering a better quality of life for all residents.

Councilmember Oyler remarked on what it would be like if we had an alternative.

Mayor Mendenhall highlighted the long-term value of investing in education and public services, emphasizing that the community's contributions are crucial for developing future professionals, such as orthopedic surgeons. He pointed out that while residents might feel the burden of taxes now, it's essential to recognize that these investments ultimately benefit everyone in the community. He stressed that spending on services like education and public safety is vital for the community's overall well-being.

Councilmember Marshall expressed appreciation for the transparency of the budget breakdown, acknowledging that while the calculations might not be precise, they provide a clear indication of where tax dollars are allocated. He emphasized the importance of making this information accessible to the public, suggesting it could help residents, including his father, understand how their contributions are spent. He encouraged efforts to get this tool online for wider community access.

Councilmember Oyler pointed out that residents typically only see the total amount they pay in taxes, without understanding how their contributions, such as the \$300 allocated to Spanish Fork City, are utilized.

Mayor Mendenhall expressed gratitude to Jordan for the initiative, noting it as a great idea that would enhance transparency. He assured everyone that updates would be provided once the tool is available and ready for public use.

Councilmember Oyler referenced the Spanish Fork mission statement that reminded him of

a message displayed on the wall in the council chambers, emphasizing the city's commitment to building and maintaining a vibrant community through effective interactions and innovative local government services. He praised the initiative as well done.

Elizabeth Jewkes expressed she had missed the public comment period and introduced herself as an advisor for the Constitution Life Youth Council. She expressed her efforts to contact the city council regarding an event scheduled for the following day. Elizabeth thanked the mayor for highlighting Constitution Day, which marked the 237th anniversary of the Constitution's signing.

She invited the council members to attend a meeting on September 18 at 7 p.m. at the Veterans Memorial Building, located at 380 North Main Street, to participate in a group reading of the Constitution. Elizabeth emphasized the importance of spreading the word and requested that the city share the event on social media platforms.

The Mayor acknowledged her invitation and noted that Kevin would read the event details aloud to everyone present.

Mayor Mendenhall mentioned that he received a note from Travis indicating their plans to attend the event and record it. He added that the event would not only take place as scheduled but would also be broadcast and rebroadcasted, ensuring wider visibility for the reading of the Constitution.

Councilman Oyler ▾ Moved to Approve ▾ **going back into the Work Session meeting**
Councilman Marshall ▾ Seconded and the motion Passed all in favor at 7:52 pm with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Absent
Stacy Beck	Absent
Landon Tooke	Yes
Shane Marshall	Yes

WORK SESSION:

a. Proportionate Business License Fee

Councilman Oyler ▾ Moved to Adjourn ▾ to the Closed Meeting to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares and of the character, professional competence, or physical or mental health of an individual into the Explorer Room. § 52-4-205

Councilman Tooke ▾ Seconded and the motion Passed all in favor at 7:58 pm with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Absent
Stacy Beck	Absent
Landon Tooke	Yes
Shane Marshall	Yes

Councilman Oyler ▾ Moved to Adjourn ▾ to go out of the Closed Meeting into a Work Session Meeting.

Councilman Marshall ▾ Seconded and the motion Passed all in favor at 8:22 pm with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Absent
Stacy Beck	Absent
Landon Tooke	Yes
Shane Marshall	Yes

2nd WORK SESSION:

a. Business License Fees Methodology Overview

The meeting focused on the methodology for determining business license fees, outlining the various components that contribute to these costs.

Base administrative costs include employee labor, department operations such as office supplies and postage, as well as overhead expenses which may include the City Manager, City Council, Legal, Finance, HR, and IT services. Disproportionate costs are associated with specific regulatory requirements for certain business types, including alcohol licenses, daycares, and sexually-oriented businesses, alongside service costs tied to police, fire, and EMS service calls. Additionally, enhanced service costs pertain to municipal services like police, fire, stormwater runoff, traffic control, and beautification, which are typically linked to specific geographic areas but are not commonly included in business license fees.

The discussion also highlighted the maximum allowable business license cost, emphasizing that fees must be reasonably related to the municipal services provided, as stated in Utah Code Annotated §10-1-203. Cost calculations are categorized into direct costs, which cover personnel and supplies directly related to the administration of business licenses, and indirect costs, which include support services from various city departments. These indirect

costs can be further classified as fixed, meaning they are provided regardless of department size, or variable, which depend on the size of the department.

To understand disproportionate service levels and the methodology for calculating both base service levels and disproportionate service, a scenario was presented using hypothetical service levels over a three-year period.

Several key considerations were discussed, including that the estimated total reflects only the maximum allowable fee, and the city is not obligated to charge this amount. The inclusion of indirect costs complicates calculations, and fees for home occupations can only be assessed if there are disproportionate costs. Any disproportionate fee must be adopted by ordinance.

Currently, the business license fee is set at \$60, a change from \$40 in 2017. The average minimum business license fee among nine other Utah County cities stands at \$106.67. The city has a total of 1,196 licensed businesses, comprising 657 brick-and-mortar commercial establishments and 539 home occupations.

In conclusion, staff recommended increasing the business license fee from \$60 to \$80 for the 2025 renewals to better recoup costs associated with administering the program. Action items included preparing a proposal for this fee increase for consideration in the upcoming budget meeting and gathering feedback from local business owners regarding the proposed adjustments. The next steps involve scheduling follow-up discussions to assess community responses and finalize the fee structure. Staff will also continue to analyze the maximum allowable disproportionate fee and present that to the City Council in a future work session for further discussion.

Councilman Marshall ▾ Moved to Adjourn ▾ Work Session

Councilman Tooke ▾ Seconded and the motion Passed all in favor at 9:04 pm with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Absent
Stacy Beck	Absent
Landon Tooke	Yes
Shane Marshall	Yes

Attest: September 17, 2024

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 September 17, 2024. This document constitutes the official minutes of the City Council meeting.

Tara Silver
TARA SILVER, CITY RECORDER