



ADOPTED MINUTES
CITY COUNCIL MEETING
October 15, 2024, at 4:30 pm
80 South Main Street
Spanish Fork, UT 84660

Councilmembers Present

Kevin Oyler, Councilmember
Jesse Cardon, Councilmember
Mike Mendenhall, Mayor

Stacy Beck, Councilmember
Landon Tooke, Councilmember

Councilmembers Absent:

Shane Marshall, Councilmember

Staff Members Present:

Jordan Hales, Finance Director
Tara Silver, City Recorder
Dave Anderson, Community Development Director
Jack Urquhart, Public Information Officer
Tyler Jacobson, Assistant City Manager
Eddie Hales, Fire and EMS Director

Vaughn Pickell, City Attorney
Matt Johnson, Police Chief
Bryan Perry, IS Director
Seth Perrins, City Manager
Dale Robinson, Parks and Recreation Director
Cory Pierce, Public Works Director in Training

Staff Members Absent:

None

Visitors Present:

Name

Natalie Taylor
Justin Jolley
Bill Bushman
Debbie Smith
Jason Turner

Name

Alexia Braney
Lana Moore
Rick Moore
Ryrel Makowski
AJ White
Lupe Militoni

Name

Brent Smith
Kristy Jordan Smith
Eddie Hales
Blake Edwards
Kristy Dixon

Jerry Brown
Kristina Reid
Jared Beihstrand
Matt Peel
Joshua Reitz
J.M. Hallam
Marielle Eyring
Brenda Eyring
Farris Child

Taione Militoni
Nate Heaps
Jackie Larson
Jason Rasmussen
David Haskell
Bryce Taylor
Bryce Hardy
Ashlee Taylor
Robin Scoube

Keir Scoubes
Usn Dombrosky
Tara Makowski
Matt Nielsen
Kevin Johnson
Trevor Barlow
Jill Barlow

WORK SESSION - No formal actions are taken in a work session

Mayor Mendenhall welcomed everyone to Work Session at 4:41 pm

Visitors Present:

Justin Jolley
Bill Williams

a. Proposed Cemetery Fees

A discussion took place regarding the cemetery fee proposal, which was anticipated for either January or February. A reminder was given about the directive provided previously, indicating that feedback and proposals were welcomed. Concerns were raised about the current price gaps and the confusion surrounding them, especially regarding veterans' burial fees for individuals who lived in the city but were not residents at the time of their passing.

The possibility of implementing a flat rate for burial plots was considered, along with the unified fee structure. It was highlighted that there would not be a price increase for residents, but the burden of costs for burial plot purchases would fall on them. It was noted that many non-residents were purchasing plots, leading to inventory being depleted more quickly than anticipated. Comparisons were made with other cemeteries in Utah County, where, as of July 2023, burial openings and closings for non-residents and residents were priced at \$550 and \$850, respectively. Concerns were voiced about potential revenue loss and the desire to avoid undercutting residents with pricing.

The discussion included recommendations for fee adjustments, emphasizing the differences in plot fees based on residency and location. The need to ensure the longevity of the cemetery's inventory was acknowledged, as there were concerns about running out of available plots. A specific timeline was raised regarding Centennial Park, with projections extending to 2028.

The impact of COVID-19 on burial rates was also discussed, noting a 25% increase in all categories, though those rates were beginning to stabilize. Despite this, there were worries

about falling below average inventory levels. A review of county averages revealed that local cemetery prices were below those of other municipalities, specifically Provo and Springville, which had higher fees.

Concerns were expressed regarding non-resident fees being too low, as the current rates were significantly below average. Comparisons were drawn with other cities, indicating that non-resident fees were about 5% above the average in neighboring areas but still approximately 30% lower than what they should be. Discussions revealed that a fee of \$1,800 for non-residents was still lower than what was charged elsewhere.

The staff expressed their worries about alienating community members with proposed changes. It was suggested that fee adjustments should be included in the budget and reviewed every three years. This raised questions about whether they had waited too long for these changes, particularly as the impact of COVID-19 had disrupted their usual patterns.

The potential for increasing non-resident fees in subsequent years was discussed, with acknowledgment that many cities were experiencing similar challenges. It was noted that a significant portion of non-resident sales contributed to overall revenue, making up approximately a quarter of sales. Staff indicated that data would be gathered on cemetery plots purchased by non-residents to ensure alignment with percentage gaps.

The conversation shifted towards the limits on plot purchases. Concerns were raised about individuals buying excessive plots, which could lead to shortages for future burials. A proposal was suggested to limit the number of plots an individual could buy, with ideas for establishing a policy to prevent excessive purchases. Currently, there were around 27,000 total plots, with 15,000 occupied and 9,000 remaining unused.

It was noted that there would be a proposal at the next meeting to explore the limit on plot purchases, emphasizing the serious nature of burial decisions.

On another note it was stated the agenda for the night included discussions about potential budget increases related to cemetery operations.

b. Fraud Risk Assessment

During the meeting, a discussion was held regarding the fraud risk assessment within the organization and the likelihood of encountering fraud. It was noted that the organization had grown sufficiently large to reduce potential fraud issues through the implementation of separation of duties. The effectiveness of existing policies was addressed, with suggestions to enhance them further.

One proposal was to create a formal reporting fraud policy, which could be included in the hiring packet as an ethical guideline for new employees. It was mentioned that a fraud hotline had already been established, allowing individuals to report fraudulent activity anonymously if desired. In recent months, three or four reports had been submitted through this hotline; however, it was noted that one report concerned a car incident and another was related to an ambulance bill that was deemed too high.

The requirement to report findings to the auditor was emphasized, and it was suggested to incorporate additional information regarding the time card system into the fraud assessment. Of the 395 submissions, 350 had been deemed satisfactory, placing the organization close to the lower category of fraud risk.

Overall, there was a sense of confidence regarding the effectiveness of the current policies and practices in place to mitigate fraud risk, with a positive outlook on the organization's standing. The team expressed satisfaction with the measures that had been taken to address potential fraud and emphasized the importance of ongoing vigilance and policy enhancement.

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

Mayor Mendenhall opened the October 15, 2024, Spanish Fork City Council meeting, expressing gratitude to those attending both in person and online. He highlighted that for over 20 years, Spanish Fork had made its council meetings accessible for viewing on YouTube.

Mayor Mendenhall let us know that Councilwoman Beck invited former council member new General Scoubes to give the invocation.

Councilmember Cardon led the Pledge of Allegiance.

Mayor Mendenhall acknowledged the absence of Councilman Marshall, who was away on business, and conveyed well-wishes for his safe travels. He introduced a special segment of the council meeting focused on recognizing numerous individuals in attendance. Mayor Mendenhall then handed the floor over to Chief Hales and Jack Urquhart, who would jointly introduce the attendees for the evening's session.

RECOGNITIONS:

- 1. PJ Merrill and Traven Elquist (HS Students)**
- 2. Rory Eyring (SFHS Trainer), Krista Taylor (MMHS Trainer), Jacob McGee (BYU Master's Degree Training Intern), and Nate Mattis (SFHS Intern), Aubrey Robinette (SHHS Trainer)**
- 3. Farris Child (Patient)**
- 4. Mtn. View Hospital**

Eddie Hales welcomed a full room, noting the special gathering of individuals who might not typically attend a council meeting. He introduced a remarkable story of heroism involving Farris, a man who survived a cardiac arrest during a high school cross-country event held on August 24, 2024, at the local sports park. Hales described how Farris experienced sudden cardiac arrest, and several bystanders stepped in to provide life-saving aid, ultimately enabling others to support his recovery.

Hales, who was not present at the event, invited Krista Taylor to share her account of the incident and her role in saving Farris's life before EMS arrived. He then planned to turn the floor over to Chris Shields, who would recount the next steps in Farris's recovery journey at the hospital, where he received care that helped him return home to his family.

Krista Taylor, a certified athletic trainer and medical instructor at Maple Mountain High School, shared her role in the life-saving response to a medical emergency at a large cross-country meet on August 24, 2024. Taylor, who teaches an emergency medical responder course, noted that she volunteered to assist at the event, drawing on her decade of experience as head athletic trainer for Maple Mountain. She emphasized the collaborative nature of the athletic trainer community, which helped assemble a well-prepared team of eight certified trainers equipped to handle emergencies.

On the day of the event, the team began preparations at 4 a.m., ensuring coolers, cool tubs, and other equipment were ready. When alerted to a medical emergency involving Farris, Taylor ran over to assist the BYU student giving CPR. Initially informed it was a seizure. Joined by Rory, Spanish Fork High's athletic trainer, and an EMT from Uinta, the team coordinated compressions, breathing assistance, and AED application. The AED administered two shocks before EMS arrived with remarkable speed. Taylor praised the swift, team-based response that led to Farris's positive outcome, noting it as the best response she'd seen in her career.

Chris Shields, Director of EMS Relations for IHC Healthcare in Utah County, expressed deep gratitude for everyone involved in saving Farris's life, emphasizing the collective heroism that made the rescue possible. Shields invited the first responders, bystanders, and EMS providers who assisted Farris to stand at the front, acknowledging each of them for their role. Addressing the Spanish Fork City Council, Mayor Mendenhall, and the community, Shields celebrated the teamwork, courage, and preparedness that enabled a positive outcome for Farris on that fateful day.

Shields described the critical sequence of events during the August 24 cross-country meet when Farris suffered a major cardiac event. Thanks to bystanders' quick CPR and AED use, Farris's survival chances were significantly improved. Shields highlighted that early CPR and AED application can increase survival rates for cardiac arrest victims by two to three times and that every passing minute without these interventions lowers survival odds by 7–10%.

The EMS team acted rapidly, assessing Farris's condition as a major heart attack, which led them to activate the cath lab team at Mountain View Hospital. After initial care and confirmation of the heart attack, Farris underwent a successful five-vessel bypass surgery at St. Mark's Hospital, which further contributed to his recovery.

Shields also thanked Spanish Fork for the availability of AEDs and the ongoing CPR and AED training that empowers citizens to respond effectively in emergencies. She underscored that Farris's recovery was a powerful testament to the strength of community and preparation in times of need. Shields then invited Farris and his family to meet those who had helped save his life and announced an awards presentation for the first responders.

Farris Child expressed deep gratitude and humility as he addressed everyone who had been involved in his life-saving emergency response. Admitting he remembered little of the actual incident, he shared how meaningful it was to see all those who had helped him through such a critical moment. Reflecting on his experience, Farris noted that his survival felt like a series of miracles, believing he had been in the exact right place with the right people at the right time, each prepared to assist in a life-or-death moment.

Farris Child personally thanked several key individuals, including PJ, Travin, the BYU athletic training interns, Rory, Krista, and the emergency medical personnel who had responded. He extended his gratitude to the doctors and healthcare providers at both Payson and St. Mark's Hospitals, his home health professionals, and even his pharmacist and pharmacy technicians at Walmart for their continued care. Farris also recognized the support from his neighbors, friends, church community, colleagues, and especially his family—his wife, Deanna, and their children Felicity, Caleb, Joseph, Seth, and Abby—who had been on this journey with him.

Farris expressed appreciation for the countless prayers on his and his family's behalf, acknowledging the role he felt these had played in his recovery. He concluded with a heartfelt expression of faith, thanking his Father in Heaven and Savior and recognizing the Spirit's prompting that guided those around him to act with the urgency and skill that had saved his life.

Eddie Hales acknowledged that in EMS and public safety, the opportunity to witness such positive outcomes was rare. He commended everyone who had acted swiftly and provided the necessary care they had been trained to deliver, emphasizing that without their efforts, Farris would not be standing there that night. Eddie expressed his gratitude for their quick actions and expertise.

He then invited the IHC administrative staff and the fire and EMS administrative staff to come forward to help recognize the individuals involved. He noted that not all of the team members were present, as the Spanish Fork team was at a junior varsity football game and rushing over. They would likely meet Farris in the back once the regular meeting commenced.

Eddie recognized Krista Taylor, who was present to receive the Spanish Fork Fire and EMS Life-Saving Award, which Chief Hoarding was set to present to her as a plaque in acknowledgment of her efforts on behalf of Farris on August 24th. He also acknowledged two members of the sea platoon: paramedic Matthew Peel and Battalion Chief Blake Edwards, praising their swift actions that had ensured the appropriate team arrived quickly at the scene. He highlighted that their fast response, arriving within about two and a half minutes from the time of dispatch, allowed them to provide the professional care needed for Farris.

Eddie expressed pride in the crew in Spanish Fork, recognizing their expertise. He also mentioned that they would honor other providers who had been on scene that day, including Rory Eyring, the Spanish Fork head trainer, Jacob McGee, P.J. Merrill, Nate Madison, and Traven Elquist. The EMS crew present included EMT firefighter Matt Wright, paramedic firefighter Ann Dearden, EMT firefighter Aidan Mitchell, and EMT advanced Rosa Serrano. He

concluded by thanking them all and encouraging everyone to congratulate them for their heroic efforts.

Chris Shields expressed his gratitude and acknowledged the great work done by everyone involved. He noted that, although only Krista was present, they had awards for all who had contributed as well. He mentioned that Krista Taylor would handle the distribution of the awards.

Chris recognized Matt Peel from EMS and Battalion Chief Blake Edwards, ensuring they received their accolades. She assured everyone that they would make sure to honor those who were not present.

Mayor Mendenhall thanked everyone for the opportunity to acknowledge their efforts and mentioned that the council would like to shake hands with each of them. He suggested they start with the attorney, jokingly indicating that it was a routine to get that out of the way first.

Jack Urquhart suggested that they gather for a photo in front of the council. He expressed a desire to include everyone who had been recognized that evening. He mentioned that they should get Farris and his family positioned with the rest of the group for the photos.

Mayor Mendenhall reflected on the incredible story surrounding Farris and expressed appreciation for the various levels of training and expertise that contributed to his successful outcome. He highlighted the importance of community efforts, from the trained students and trainers to the medical professionals, all working together to create a miracle. The mayor thanked everyone involved on behalf of the city and council, acknowledging the significance of celebrating a resident who was alive and well today.

He then transitioned to introduce another resident, Brigadier General Keir Scoubes, noting that he had been persuaded to join the meeting that evening. The Mayor mentioned that every month or so, the local Herald requests articles from cities in Utah Valley to keep the community informed. He read from an article that recognized General Scoubes for his recent promotion to Land Component Commander of the Utah Army National Guard, where he was responsible for the training and readiness of nearly 4,500 soldiers.

The Mayor highlighted General Scoubes's military service in Iraq and Afghanistan, along with his roles as a city councilman and teacher at Larson Elementary School. He emphasized Scoubes as a prime example of someone who has significantly contributed to the community since moving to Spanish Fork 20 years ago. Mayor Mendenhall elaborated on the importance of community contributions and the balance between honoring the past and embracing progress.

Finally, he invited General Scoubes to share a few words, expressing pride in his accomplishments both locally and on a national level. Mayor Mendenhall welcomed Brigadier General Scoubes and his wife, Robin, to the front of the council to acknowledge their contributions and celebrate this recognition.

Brigadier General Keir Scoubes expressed his gratitude for the opportunity to address the Mayor, Council, and staff, noting that it was an honor to be recognized. He shared that he felt a bit overwhelmed by the accolades, humbly acknowledging the support he had received throughout his service.

He reflected on his journey since moving to Spanish Fork in September 2002, shortly before being deployed to Iraq in January 2003. During his time away, he appreciated how the community, including neighbors, the city, and his church, rallied around his family. This support continued during his deployment to Afghanistan in 2008-2009 while he was teaching elementary school. Upon returning, he felt compelled to give back to the community that had supported him, which led him to enter local politics. Despite initially having reservations about pursuing a political career, he recognized the need for good people in public service and was honored to be elected for three terms.

Scoubes expressed his love for Spanish Fork and pride in being able to represent the city in various capacities. He shared his new responsibilities as Land Component Commander of the Utah Army National Guard, emphasizing his role in commanding forces and supporting local authorities in emergencies. He highlighted the diverse backgrounds of the soldiers and airmen, who serve in various professions and are always ready to step up in times of need.

He noted that the events witnessed that evening were a testament to the spirit of the Spanish Fork community and the values of Utah and the nation. Scoubes expressed his honor in commanding the 5,000 soldiers ready to serve wherever needed, both locally and globally. He concluded by reiterating his pride in calling Spanish Fork home and welcomed any questions from the council.

Mayor Mendenhall began by reflecting on his experience visiting the National Guard headquarters in Draper, describing the entrance process, which required identification and added an air of importance to the visit. He recalled feeling proud to know Brigadier General Keir Scoubes, as they were allowed entry into the building.

During the visit, a chaplain offered a prayer, which included the quote from Psalm 144: "Blessed be the Lord my strength, which teacheth my hands to war and my fingers to fight." The mayor shared how this resonated with him, evoking a sense of patriotism and security in the knowledge that the soldiers trained there were prepared to defend their freedoms and country. He noted the dual roles of these individuals, many of whom, like General Scoubes, were educators during the week and trained for combat when necessary.

Mendenhall expressed his pride in Scoubes and his gratitude for being part of such a meaningful ceremony, especially with Scoubes's family present. He then mentioned that Councilwoman Beck had questions for General Scoubes, recalling their years of service together.

Councilwoman Beck reflected on her time working alongside Brigadier General Keir Scoubes, sharing how they sat next to each other for several years, often laughing together. She expressed her fondness for him and his family, recalling a period of stability in the council's

membership before Scoubes moved back to Washington, D.C., for a year to further his education.

During her family's visit to D.C., they reached out to Scoubes, and they enjoyed lunch together, where she noted his excitement about returning home. Upon his return, he was invited to oversee the Fiesta Days flag retirement ceremony, a role she recognized he managed alongside his busy schedule.

Beck praised Scoubes's analytical mind, emphasizing how relatable, human, and fun he was to be around. She acknowledged his big heart and expressed pride in both his past service and his future contributions.

Mayor Mendenhall asked the council members to reflect on the time when Scoubes served on the planning commission. He highlighted their collaboration during that period, recognizing the valuable contributions Scoubes made while on the commission.

Councilmember Oyler shared his thoughts during the meeting, stating that while the country was in a campaign season marked by division between political parties, he appreciated the consistent readiness of the military. He emphasized that it does not matter whether a Republican or Democrat is in leadership; the military remains prepared to ensure safety at home. He expressed his gratitude to Brigadier General Keir Scoubes, thanking him for his service and for his character in the community.

Councilmember Cardon echoed the sentiments of Councilmember Oyler, expressing his appreciation for Brigadier General Keir Scoubes. He shared that he had the pleasure of getting to know Scoubes personally over the years, highlighting his willingness to volunteer even when his schedule was tight. Cardon acknowledged Scoubes's dedication to stepping up and taking on responsibilities because of his character.

He also mentioned his brother-in-law's service in the National Guard, expressing gratitude for Scoubes's leadership, reassuring him that those in the National Guard were in good hands. Cardon concluded by thanking Scoubes for his service and contributions to the community.

Councilmember Tooke acknowledged that while he did not know Brigadier General Keir Scoubes as well as some of his fellow council members, every interaction he had with Scoubes and his wife had been a pure joy. He expressed gratitude for Scoubes's kindness and helpfulness, thanking him for his service to both the city and the country in his new capacity.

Tooke also highlighted the significance of Scoubes's role as a teacher, recognizing the positive impact he had made on many young lives. Coming from a family of educators, he appreciated Scoubes's example and contributions to the community. He concluded by reiterating his thanks.

Mayor Mendenhall asked Brigadier General Keir Scoubes for his advice to residents and elected officials during what he referred to as the "political silly season." He acknowledged the tendency for people to take strong sides on issues and engage in heated debates, yet still need to come together to move the country forward. Mendenhall noted that Scoubes's

military experience likely provided him with a unique perspective on navigating such divisions and asked for his insights.

Brigadier General Keir Scoubes addressed Mayor Mendenhall's question regarding advice for residents and elected officials during the politically charged campaign season. He began by expressing his gratitude for the opportunities he has had to serve in various roles, attributing much of his success to the efforts of those he leads in the military. Scoubes emphasized that it is the soldiers, particularly the non-commissioned officers (NCOs) and junior officers, who perform the hard work that makes missions successful. He stated, "They are the ones that put their shoulder to the wheel. They are the ones that do the work."

Drawing parallels between military operations and city governance, Scoubes pointed out that the city's accomplishments are also the result of collective effort. He acknowledged the importance of city staff, from plumbers and linemen to finance crews, who work tirelessly behind the scenes to keep the community functioning smoothly. He remarked, "It's the ones that are out working on the plumbing... those are the people that get the jobs done." He encouraged elected officials to recognize and appreciate these essential workers who contribute significantly to the community's well-being.

Scoubes then shifted to discuss the political landscape, noting the current divisions within the country. He stressed that the military, by design, is apolitical and committed to serving the nation regardless of the political climate or who occupies leadership positions. "We are there to serve," he stated, reinforcing that the Utah Army National Guard's mission remains unchanged regardless of the political party in power.

He reassured the citizens of Spanish Fork that the members of the Utah Army National Guard are well-trained, prepared, and willing to act swiftly to maintain safety and security within the state. He described them as a "calming influence" and a "beacon" for the community, emphasizing their readiness to protect and serve irrespective of political affiliations.

Scoubes expressed his appreciation for the recognition he received, redirecting much of the credit to his wife for her unwavering support throughout his career. He concluded his remarks by reiterating the military's commitment to safeguarding the community and thanked everyone for their support and acknowledgment of his and his team's efforts.

Mayor Mendenhall initiated a celebratory moment by expressing a desire to take a picture with Brigadier General Keir Scoubes and his wife. He acknowledged the council members' eagerness to shake Scoubes's hand and celebrate his accomplishments. Mendenhall emphasized the importance of recognizing the Scoubes family for their contributions to the community and thanked them for their service. He noted, "Pretty good way to start a meeting here in Spanish Fork," highlighting the love and honor shared among the city's citizens.

PUBLIC COMMENTS:

Following this recognition, Mayor Mendenhall proceeded to transition to the next agenda item. He introduced Item 4, which was the public comment section of the meeting, and

emphasized the city's longstanding tradition of maintaining effective and respectful meetings. He read a prepared statement outlining the guidelines for public comments to ensure that everyone who wished to speak had a chance to do so:

1. Limit comments to three minutes.
2. Avoid repetitive remarks.
3. Refrain from applause or disruptive noises.
4. Address questions after the public comments section.

He stressed the importance of treating everyone with dignity and respect, encouraging mutual understanding among council members, city staff, and community members. Mendenhall recognized the need for respectful dialogue, especially in the current political climate, stating that it is essential for the community to engage in constructive conversations rather than talking past one another.

With that, he officially opened the floor for public comments, inviting anyone who wished to address the mayor and council. However, there were no comments from the public at that time. Mendenhall then moved on to the next portion of the agenda, indicating that they would proceed to council comments.

COUNCIL COMMENTS:

Councilmember Beck

Councilmember Beck began her remarks by expressing gratitude for being back after her recent absence from council meetings. She highlighted three key updates. First, she announced that the monthly meeting for Fiesta Days was held, and shared that Gary and Lindsey Coffey would be taking on the roles of executive chairpersons for the event over the next three years. Beck noted their energetic involvement and creativity, stating they had already provided valuable feedback during their first meeting.

Next, she encouraged the community to participate in the Yard of the Week nominations, which would continue for two more weeks. Beck emphasized the joy of recognizing residents for their efforts in maintaining their yards and made it easy for others to nominate themselves or someone else by visiting the city's website and searching for "Yard of the Week" to access the nomination form.

Finally, she expressed her appreciation for the Chamber of Commerce for organizing the South Valley Business Summit held the previous week in Provo. Beck described the event as inspiring, with engaging breakout sessions and keynote speakers that invigorated her enthusiasm for leadership. She also enjoyed the networking opportunities it provided with local business leaders. In conclusion, Councilmember Beck thanked everyone for their contributions to these initiatives and encouraged continued participation in community activities.

Councilmember Oyler

Councilman Oyler provided an announcement regarding the upcoming lecture series organized by the Historic Preservation Commission. He invited everyone to attend the lecture scheduled for October 21 at 7:00 PM in the Heritage Room of Library Hall. The focus of the lecture would be on the Jones Hughes Pioneer Park, with family members from the Hughes family in attendance to share insights about the park's history. Oyler noted the park's proximity, as it is located just across the street, and encouraged community members to join in for this informative event.

Councilmember Cardon

Councilmember Cardon shared an update from the recent airport board meeting, noting that the meetings are now being recorded and made available on YouTube, thanks to Travis's efforts. He emphasized the significant growth of the airport, which has become one of the busiest in the state, aside from some regional airports. Cardon expressed gratitude for the proactive approach of Christian and the airport staff, who are preparing for future developments such as a control tower, new fee structures, and additional parking for planes. He encouraged residents to take a drive down Main Street to observe the ongoing construction and progress with the two Fixed Base Operators (FBOs) being built, highlighting the exciting changes happening at the airport.

Mayor Mendenhall expressed gratitude to Councilmember Cardon for his update.

Councilmember Tooke

Councilman Tooke began by echoing Councilmember Beck's sentiments about the recent South County Business Summit, which he described as fantastic, featuring excellent presenters and speakers. He thanked Mayor Mendenhall for the closing remarks. Tooke then shared updates from the Chamber of Commerce on behalf of Kathleen Leavitt, the president. He announced a ribbon-cutting event for a new Dairy Queen inside the Stokes grocery store in Salem on October 16 at 11 a.m. and a celebration for the Business of the Month, Postal Annex, on October 17 at noon. Another ribbon-cutting for Protection Self Storage was scheduled for October 23 at noon.

Tooke highlighted the upcoming Trick or Treat on Main Street event on October 26 from 1 to 3 p.m., encouraging businesses to participate and utilize nearby parking lots if needed. He noted that the scarecrows on Main Street were now decorated, inviting community members to vote for their favorites during the Trick or Treat event or at the Chamber booth at the farmers market, which will wrap up that day.

He expressed appreciation for the Parks and Recreation Committee, mentioning a recent tour of the new recreation center under construction, which energized the committee with its significant progress. Tooke concluded his remarks by thanking Dale Robinson for organizing the tour and praised the efforts of the Parks and Recreation team.

Mayor Mendenhall acknowledged the good work of the council and echoed the appreciation for the Chamber's recent summit, highlighting the participation of businesses in the farmers market as the season winds down. He announced a slight adjustment to the agenda to

accommodate attendees present for public hearings regarding zone changes. The Mayor proposed moving staff comments to later in the meeting, ensuring staff would remain available.

He then invited Tara Silver, the City Recorder, to provide information on the upcoming Spanish Fork 101 Utah County General Election, noting that the council would not meet again until election day. After Tara's presentation, the mayor indicated that they would rearrange the public hearings, moving the budget discussions to the end of the agenda to prioritize the zone change hearings.

SPANISH FORK 101:

a. County General Election Information

Tara Silver provided a comprehensive update regarding the upcoming Utah County General Election, emphasizing the importance of voter engagement and providing critical information for residents. She began by sharing her personal excitement about receiving a notification that her ballot had been sent, which served as a prompt to encourage residents to utilize the Ballot Trax service. This service allows voters to track their ballots throughout the voting process, informing them when their ballot was mailed, when it was received by the election office, and when it was counted. Tara stressed the importance of this service for enhancing transparency and confidence in the electoral process.

Tara detailed key dates related to the election, noting that Election Day was scheduled for November 5th. She informed attendees that ballots were sent out starting on October 14th, so residents should be on the lookout for them in the mail. If anyone had not received their ballot by the end of the week, she urged them to contact the county to ensure they received one.

To facilitate a smooth voting experience, Tara explained the process for mailing in ballots. She advised voters to mail their ballots before November 4th to ensure they can be counted more quickly, as this would allow election officials to start processing them before election day. She stressed the importance of going into the post office to get their ballots stamped, as simply placing them in a mailbox might not guarantee they are postmarked in time.

Tara clarified that this year, voters must provide their own stamps for mailing ballots, a change from previous elections when ballots could be sent without postage. For those who prefer not to use the mail, she highlighted the availability of a ballot drop box located at Library Hall, 80 S. Main St., where residents can submit their completed ballots securely.

She provided a visual guide showing the layout of the drop-off area, indicating the different boxes available for ballots and standard mail, urging voters to double-check which box they are using to avoid any confusion. Tara also reassured attendees that they can deposit their ballots in any Utah County ballot box by 8 PM on November 5th, emphasizing the flexibility this offers for those who may be working or traveling on election day.

Tara then discussed the option to vote in person, specifying that it would take place in the Heritage Room of the Library Hall from 7 AM to 8 PM on election day. She cautioned voters to arrive before 8 PM, as there would be strict enforcement of the closing time, with no allowances made for late arrivals.

Further, she outlined the various items voters would see on their ballots, including local candidates, constitutional amendments, and propositions. Notably, she drew attention to Amendment D, explaining that it would appear as "void" on ballots due to a ruling from the Utah Supreme Court, which upheld a preliminary injunction declaring the amendment invalid. Tara reassured residents that this was not an error on their ballots but a result of legal proceedings.

For additional information, Tara encouraged residents to visit the county's election website, where they could find detailed information about the ballot items and voting procedures. She also mentioned that city staff was available to assist with any questions regarding the election process.

During the discussion, she addressed a question about voter registration, confirming that those who have not yet registered were still able to do so on election day. Tara reiterated that individuals could register online up until the day of the election and can vote in person at the same location.

During the meeting, Mayor Mendenhall acknowledged the professionalism and effort of Tara Silver, praising her for managing the complexities of her role effectively. He emphasized the importance of having confidence in the voting process in Spanish Fork and thanked Tara for her valuable contribution.

The Mayor moved on to recognize some high school students present at the life saving incident, specifically PJ and Travin, who had joined later. He expressed the council's desire to acknowledge and celebrate the involvement of youth in the community. While the students were being briefly interviewed with the media outside the chambers, the mayor decided to proceed with the agenda and addressed the next item: the consent items.

The council reviewed the consent items, which included the minutes from the previous meeting and the AT&T antenna lease for Spanish Fork.

CONSENT ITEMS:

- a. Minutes of Spanish Fork City Council Meeting 10-01-2024**
- b. Spanish Fork AT&T Antenna Lease**

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

Councilwoman Beck ▾ **Seconded** and the motion **Passed** all in favor at 7:05 pm.

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

Mayor Mendenhall moved the budget items to the end of the public hearings to accommodate the residents here for the land use hearings.

PUBLIC HEARING:

C. Ordinance for the Denali Zone Change

Dave Anderson initiated a discussion regarding the Denali zone change. Anderson provided a briefing on the proposal, which involved changing the zoning classification for a specific property located on 300 West, just south of the new Mountain Country Foods plant (Plant Number Three).

The zoning change being considered was from Industrial One (I1) to Industrial Two (I2). This change was necessary to allow the applicant to manufacture concrete products at the site, as this use was classified as a conditional use in the I2 zone but was not permitted in the I1 zone. The Planning Commission reviewed the proposal and recommended the zoning change to I2. They also approved the conditional use for manufacturing concrete products on the property. The approval of the conditional use was contingent on the council's approval of the zoning change. If the council decided not to approve the zone change, the Planning Commission's approval of the conditional use will be rendered void.

Anderson presented a visual aid to help orient attendees to the specific area in question, highlighting that the subject property was part of the larger parcel occupied by Mountain Country Foods. The surrounding area was designated for industrial uses, reinforcing the appropriateness of the proposed zoning change. After Anderson's briefing, the Mayor indicated that the meeting would now open up for a public hearing on the matter, allowing community members to express their opinions or concerns regarding the proposed zone change.

Councilmember Oyler raised a concern regarding the access to the property depicted in the image presented by Dave Anderson. He pointed out that the property does not have direct access to the road from its location. Instead, it was noted that the property would share access with Mountain Country Foods.

Dave Anderson elaborated on the plans for the proposed business associated with the zone change. He indicated that the company would construct its own access drive to facilitate entry from the road. Anderson also presented additional images that illustrated the planned improvements, including the construction of a six-foot masonry wall along Third West. While some equipment would still be visible above this wall, it was noted that the wall would be the most significant visual improvement for the area.

He highlighted the unique relationship between the proposed business and Mountain Country Foods, which would allow the new company to utilize certain facilities at the Mountain Country Foods plant, such as restrooms and office space for drivers. This connection was critical for the conditional use approval, as the business's ability to operate in the future depends on maintaining this relationship. If the partnership were to end, the conditional use would also be void, requiring any future operations to seek a new conditional use approval, which might involve building additional facilities like restrooms on-site.

Councilmember Oyler inquired about the conditions under which the agreement between the proposed business and Mountain Country Foods might be terminated and how the city would be informed of such a change. He wanted clarification on the mechanisms in place for monitoring the status of the relationship between the two entities and any potential implications for the conditional use approval associated with the new business.

Dave Anderson explained that the easiest way for the city to be notified of any changes in the agreement between the proposed business and Mountain Country Foods would be through a change of ownership, which would likely occur with a subdivision of the property. Currently, the property was all part of the same parcel as Mountain Country Foods. If a subdivision were proposed or if there were any unauthorized subdivisions, the city would become aware of the changes. Other possible triggers could include observations from city staff or applications for new business licenses by different entities.

He then outlined some of the conditions that the Planning Commission associated with the conditional use approval. The connection to Mountain Country Foods was critical, as it prohibited the recycling of concrete, specifically avoiding the introduction of a rock crusher that could process returned concrete from job sites. This restriction addressed concerns related to dust control, especially given that the adjacent plant manufactures food products and operates under strict regulations regarding contamination.

Anderson presented a site plan highlighting the property under consideration for the zone change from Industrial One to Industrial Two. He noted that the proposed business site would include a driveway, which he previously discussed with Councilmember Oyler. He pointed out that a significant piece of equipment would be placed on the site, visible to the public. The proposed development was carefully considered by the Development Review Committee, which expressed that such a use would not be appropriate in many locations within the city. However, the proximity to the railroad tracks and the ownership connection provided some reassurance. This proposal also aimed to rectify an existing zoning violation involving a business operating elsewhere in the city.

Councilmember Cardon asked Dave Anderson to revisit a previous slide showing the outlined site. He requested clarification on the facilities located on either side of the street, specifically mentioning discussions at the Planning Commission regarding their purpose. Cardon noted that there were questions about whether those structures were barns and what they were used for, seeking more information about their function in relation to the adjacent property.

Mayor Mendenhall addressed the council, confirming that there were no dwellings immediately adjacent to the property to the west. He mentioned that there was a residence

further south on Third West, across the railroad tracks, located north of the recently constructed industrial buildings, which are several hundred feet from the site in question. The Mayor stated that the properties directly west of the proposed site are being utilized for various agricultural operations. He then inquired if there were any additional questions for Dave Anderson before proceeding to the public hearing. After receiving no further inquiries,

Mendenhall entertained a motion to enter into a public hearing for Item C.

Councilman Oyler ▾ **Moved** to go into a Public Hearing.

Councilman Tooke ▾ **Seconded** and the motion **Passed** all in favor at 7:19 p.m.

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

J. Merrill Hallam introduced himself as a property owner on the west side of Third West, adjacent to the proposed zoning change. He raised a couple of questions related to public protocol regarding the zoning change. Hallam addressed Dave Anderson, inquiring if it was correct that property owners within 500 feet had to be notified of the proposed change. Dave clarified that the notification requirement was actually for those within 300 feet. Hallam mentioned that this was his reason for attending the meeting. He expressed concerns about discussing the zone change and potential uses when, to his knowledge, the site plan had not been approved by the Development Review Committee (DRC).

Dave Anderson clarified that the Development Review Committee (DRC) had approved the improvements mentioned earlier in the discussion. He indicated that if the City Council were to approve the proposed zone change, the next step would involve finalizing the specific site plan for the property in question. This step would ensure that all necessary improvements and conditions set forth by the DRC would be addressed and implemented.

J. Merrill Hallam expressed concern about the process, stating that it seemed inappropriate for the Development Review Committee (DRC) to approve improvements before the zone change was granted. He noted that the current process appeared to assume that the zone change would be approved. Hallam pointed out that construction seemed to have already commenced, with a slab poured for the proposed 50-foot tower. He questioned how much construction could occur on the site before the necessary zone change or building permit was issued, seeking clarity on the regulations governing such actions.

Dave Anderson responded to J. Merrill Hallam's concerns by explaining that it was common for applications to be reviewed simultaneously, where approvals may be contingent upon subsequent actions by the City Council. He emphasized that the process was designed to be pragmatic, allowing applicants some flexibility, such as pouring a concrete pad on their

property without needing prior city approval. He clarified that while many activities can proceed without a permit, the issuance of a business license for the proposed operation would require the approval of both the conditional use and the zone change, as well as compliance with all associated conditions. Anderson assured that if the City Council did not approve the zone change, the application process would be halted.

J. Merrill Hallam raised several critical points regarding the proposed zone change and its potential impacts on neighboring properties. He expressed concern that the site plan had been approved by the Development Review Committee (DRC) without sufficient communication with adjacent property owners, particularly those on the west side. Hallam highlighted that property owners should be made aware of DRC meetings and decisions that could affect their properties, especially concerning road utilities and drainage.

He referenced previous issues where drainage concerns were , leading issue to significant water accumulation on his property. Hallam emphasized the importance of including affected property owners in discussions at the DRC stage to ensure their voices and concerns are heard. He questioned the distance requirements for road access from the railroad, underscoring the need for clarity on how such infrastructure might impact surrounding properties. Overall, Hallam advocated for greater transparency and communication in the development process to prevent future issues.

Dave Anderson inquired if he should check the distance requirements for road access from the railroad, indicating his willingness to provide additional information or clarification on that matter.

Mayor Mendenhall acknowledged J. Merrill Hallam and indicated that they could check the distance requirements for road access from the railroad after the current discussion.

J. Merrill Hallam expressed his concerns about the zoning proposal but took a moment to acknowledge the exceptional service of the emergency responders following a serious automobile accident he experienced the previous week. He commended their professionalism and quick response, noting that many of the responders knew him, though he was unaware of them at the time. Hallam also praised the trail system, recognizing Keir Scoubes contributions to it and highlighting its importance in providing a safe space for walking and biking, thereby enhancing community safety.

Mayor Mendenhall expressed appreciation for J. Merrill Hallam's comments and then inquired if anyone else from the public wished to speak regarding Item C. After confirming there were no further comments, the Mayor called for a motion to exit the public hearing.

Councilwoman Beck ▾ made a **Motion to Close** the public hearing.

Councilman Cardon ▾ **Seconded** the motion and it **passed** all in favor at 7:36 p.m. all in favor.

Kevin Oyler	Yes
Jesse Cardon	Yes

Stacy Beck	Yes
Landon Tooke	Yes
Shane Marshall	Abset

Before addressing any remaining questions or deliberating further on the item, the Mayor suggested bringing two students who were present in the back of the room to join the discussion.

Recognition of PJ and Traven

The Mayor then called on two students, PJ and Traven, to come forward welcoming the students as they approached.

Mayor Mendenhall expressed gratitude to the students for their contributions in celebrating the importance of life within the community. He acknowledged the significant role that first responders play in such events, emphasizing that their efforts make a difference. He then invited the students to share anything they might want to add that the public would see later on the news. Notably, he recognized that both students were cross-country runners, encouraging them to share their experiences.

PJ Merrill and Travin Elquist, both juniors at Spanish Fork High School, recounted their experience during a cross-country event at the sports complex when they encountered a medical emergency.

PJ described how, while waiting for their turn to race, they noticed a commotion involving a group of Carbon High School students. Initially thinking it was just typical high school antics, they soon realized someone needed help as cries for medical assistance rang out. Both boys felt a mix of confusion and panic.

When they approached, they found a person on the ground gasping for air. PJ assessed the situation, suspecting cardiac arrest. He identified himself as CPR certified and began performing chest compressions, counting them aloud to keep track. With the individual unresponsive and a lack of pulse, PJ continued until help arrived.

Just as a Maple Mountain athletic trainer and Rory arrived with an AED, the victim gasped for air, indicating they had regained a pulse. After the AED was applied, PJ walked away, reflecting on the gravity of the situation and the possibility that he had just helped save a life. The reassuring words from firefighters who observed his actions provided him with some comfort, but the emotional weight of the event was significant. PJ expressed relief that everything turned out okay and was grateful for the timely response of others.

Mayor Mendenhall asked if they were able to meet Farris afterward.

PJ and Traven mentioned that a couple of weeks ago, at the beginning of the month, they encountered the individual they helped during the emergency. PJ ran into him after a Dawn Hour event while talking to Seth, the individual's youngest family member.

PJ and Traven shared their experience after encountering Mr. Child, the individual they assisted during the emergency. While leaving the high school parking lot, PJ was pleasantly surprised to see Mr. Child pull up in a car. They exchanged greetings, and Mr. Child expressed his gratitude, saying, "Thank you very much," and shared that his recovery was going well. PJ noted that Mr. Child was very soft-spoken.

During the emergency, Traven had been on the phone with 911 while PJ performed CPR on Mr. Child. They described how bystanders formed a circle around them, creating a safe space for the responders. Traven recalled that the EMS arrived surprisingly quickly, within five minutes, which was crucial in such a time-sensitive situation. They emphasized the importance of prompt action, stating, "Every second counts."

While PJ performed chest compressions, Mr. Child reportedly turned blue, indicating a severe medical emergency. Both PJ and Traven received their medical training through a responder program at school during their sophomore year, preparing them to act effectively in this critical moment.

Councilmember Oyler asked PJ and Travin how recent their training had been, inquiring about the timeframe of their medical responder training in relation to the incident. PJ and Travin confirmed that their training had occurred during their sophomore year of high school, which was just a couple of years prior to the emergency situation they encountered.

During the discussion, PJ and Travin reflected on their medical responder training, initially taken for fun, not anticipating its real-life application. They expressed surprise at the gravity of the situation they encountered, acknowledging that while they felt somewhat like heroes due to the praise received, the reality of potentially losing a life weighed heavily on them.

They shared insights from conversations with emergency medical responders, who revealed that saving lives was often challenging, with only a small percentage of cases having positive outcomes. This information deeply impacted PJ and Travin, leading them to reconsider their future career paths. While Travin expressed interest in pursuing a career in law enforcement, PJ remained focused on becoming a pilot but planned to gain experience through ride-alongs with EMS.

The council acknowledged their heroic actions, thanking them for their responsiveness and emphasizing the importance of their training. The Mayor noted that their efforts were commendable and reflective of the community spirit in Spanish Fork. As a token of appreciation, the Council Members applauded them and took a photo to commemorate their contribution, recognizing their role as heroes in a time of need.

Mayor Mendenhall expressed gratitude to Seth Perrins for bringing attention to the youth who had recently been recognized for their heroic actions, encouraging another round of applause for them.

Cont. C. Ordinance for the Denali Zone Change

The discussion then shifted back to item C regarding the Denali zone change. The Mayor noted several questions raised during the public hearing and indicated the presence of the applicant, inviting council members to pose any inquiries they might have..

Councilmember Oyler inquired about the public notice process, specifically asking whether the same procedures for public notices and signs—used during council meetings and for the Planning Commission—were also applied to the Development Review Committee (DRC). He sought clarification on whether notifications were issued at the DRC level or only once it reaches the Planning Commission.

Dave Anderson explained that notice was provided for all meetings by posting agendas and placing signs on properties or on the public notice website maintained by the state. He clarified that mailed invitations for public hearings are only sent out for items that require a public hearing, which typically occurs at the Planning Commission and City Council levels. Therefore, public hearings involving discussions related to land use are limited to those two bodies, meaning that signs and letters about public hearings are not utilized for DRC meetings.

Councilmember Cardon asked Vaughn whether it was typical to have a conditional approval by the DRC and Planning Commission before a zone change was brought before the City Council. He inquired if this situation was out of the ordinary in the normal cadence of procedures.

Vaughn Pickell responded that it was fairly common to run a concurrent application, including conditional approvals by the DRC and Planning Commission. However, he clarified that these approvals were only conditional and that the zone change must be formally approved by the City Council to take effect.

Councilmember Cardon confirmed that if the zone change did not go through, both the conditional approvals by the DRC and Planning Commission would be void and not take effect.

Vaughn Pickell stated it was correct.

Seth Perrins stated that the applicant was aware of the risks involved in proceeding with preparations on their property before receiving full approval for the zone change. He noted that while some preliminary work could be done without full approval, any construction or significant actions would require it. He emphasized that the applicant understood that any work done prior to approval could be lost if the zone change was ultimately denied.

Councilmember Beck expressed concern that if the council reached a stage where they might give direction or advice, it would be too late for the applicant to change course. He highlighted that once the process advanced beyond a certain point, it could lead to irreversible decisions or commitments.

Seth Perrins clarified that staff reviews and approves items based strictly on established ordinances, which outline the necessary standards and engineering requirements. He

emphasized that the site plan approval process involves adherence to these objective standards, rather than subjective interpretations. He noted that the Development Review Committee (DRC) functions as a review body to ensure compliance with the published laws, and while the meetings were public, the focus remains on following the regulations as they exist.

Councilmember Cardon inquired about potential drainage concerns in the area mentioned by Mr. Hallam, specifically asking if there were any drainage ditches or similar issues that could pose problems.

Cory Pierce clarified that drainage issues previously crossed the road several years ago. He noted that the concerns raised by Mr. Hallam related to a blockage created as part of the Mountain Country Foods site plan, which was not directly related to the current application being discussed. He explained that soil had been placed on their site to fill and obstruct some drainage paths.

Councilmember Oyler inquired whether the drainage issues referenced by Mr. Hallam had been resolved.

Cory Pierce confirmed that the drainage issues had been resolved, stating that the storm drain was constructed down Third West and the drainage was tied into that system. He noted that while the resolution took longer than initially anticipated, it was now complete.

Councilmember Oyler inquired if there were any additional drainage issues anticipated with the development of the property from an engineering perspective.

Seth Perrins addressed a concern regarding Mr. Hallam's frustrations with Dave Anderson during the meeting. He explained that Dave was looking to the mayor for procedural guidance on when to respond to comments and questions raised during the public hearing. Typically, the process involves waiting for all comments to be presented before the council begins to address questions methodically.

Perrins emphasized that Dave was not looking for cues but rather clarity on following the established protocol outlined by the mayor at the beginning of the meeting. This procedural guidance helps maintain order and ensures that all voices are heard before deliberations begin.

Mayor Mendenhall thanked everyone and inquired if there were any further questions for the staff or the applicant regarding the zone change and conditional use permit. He mentioned that the council had a report summarizing the discussions and questions raised during the Planning Commission and DRC meetings. The mayor encouraged council members to voice any additional inquiries they had related to the matter at hand.

Seth Perrins suggested that it might be beneficial for the applicant and Mr. Hallam to meet and discuss any concerns he may have regarding drainage. He emphasized that the interaction between the two landowners could be productive, especially if Mr. Hallam wished to review the engineering plans. Seth reiterated that the city had conducted a thorough

review of the plans in accordance with established standards, indicating that all necessary protocols had been followed.

J. Merrill Hallam expressed that while he was not opposed to the zone change, he has concerns about factors affecting nearby property owners that may not be addressed in advertised meetings. He pointed out that the notification process through the state website may not be sufficient for residents who are unaware of when meetings occur. Hallam recounted a previous incident where water pumping led to flooding in the summer, emphasizing that engineering had promised to incorporate this issue into the applicant's drainage system, which he claimed had not been done.

Mayor Mendenhall acknowledged J. Merrill Hallam's concerns regarding public noticing. He clarified that while Hallam was not opposed to the zone change, the discussion centered on how public notices are disseminated. The mayor highlighted the existing methods of public notification, including publications in newspapers and postings online, indicating that these methods may not effectively reach all residents. He reiterated the importance of improving communication and outreach to ensure that community members were informed about relevant discussions and meetings.

J. Merrill Hallam expressed that failure to inform nearby landowners about potential drainage issues could pose a public relations problem for the city. He emphasized that blocking historical drainage was illegal and noted that, in hindsight, he recognized that he should have filed an injunction when the contractor built the dike, which could have prevented the issue from escalating. Hallam's comments underscored the need for better communication and awareness among property owners regarding construction and drainage impacts on their properties.

Mayor Mendenhall welcomed everyone to the public hearing, expressing gratitude for their presence. He set a positive tone for the discussion and emphasized the importance of community involvement in the decision-making process.

Mayor Mendenhall acknowledged the concerns raised during the public hearing and expressed appreciation for the participation. He then invited a motion regarding the Denali zone change.

Councilman Oyler ▾ **Moved** to Approve the **Ordinance for the Denali Zone Change findings**

Councilman Tooke ▾ **Seconded** and the motion **Passed** all in favor at 7:49 p.m. with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Yes
Stacy Beck	Yes
Landon Tooke	Yes

Shane Marshall	Absent
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The meeting then transitioned to Item D, concerning the Zions Landing zone change in a different area of the city.

D. Ordinance for the Zion's Landing Zone Change

Ian Bunker presented the Zion's Landing proposal, located at 1495 East and 400 North, covering just over 2 acres. The site was currently zoned agricultural, with a general plan designation of medium density. The applicant was seeking a zone change from agricultural to R16 to develop a subdivision with eight single-family residential lots.

He noted that the R16 designation represents the city's smallest single-family residential zone, requiring a minimum lot size of 6,000 square feet. Surrounding properties include a mix of R19 and R1-12 zoning, with agricultural land to the east. The proposed subdivision shows seven of the eight lots around the 6,000 square foot mark, while the eighth lot measures approximately 9,600 square feet.

Bunker mentioned the Planning Commission's concerns regarding the orientation of the homes, as the interior lots will not face 400 North, and the existing home on the site will be removed. Additionally, the interior road will be stubbed for potential future development by the neighboring landowner.

He highlighted that, although the DRC recommended approval on September 11, the Planning Commission denied the zone change on October 2, citing incompatibility of R16 zoning in the area, despite it conforming to the medium density designation. Bunker concluded by inviting questions and noting that the council could either approve or deny the zone change based on the findings discussed.

Mayor Mendenhall opened the floor for questions before transitioning into the public hearing regarding the ordinance for the Zions Landing zone change.

Councilman Cardon ▾ **Moved** to go into a Public Hearing.

Councilman Oyler ▾ **Seconded** and the motion **Passed** all in favor at 7:53 p.m.

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

The mayor then invited members of the public to express their thoughts on the proposed zone change.

Nate Heaps began by addressing the council regarding the zoning change proposal for Zion's Landing, representing the landowner and their family. He acknowledged the recent Planning Commission vote, which had mixed outcomes, with some members voting against and others in favor of the proposal. He emphasized the family's understanding of the commission's concerns, particularly about the proposal being characterized as "spot zoning."

He mentioned that since February of the current year, he had engaged in multiple discussions with Dave Anderson, city staff, and the Development Review Committee (DRC) about the best land use for the property. He asserted that the R16 zoning change was the highest and best use according to the medium-density residential designation in the city's general plan. He argued that the location of the property on UDOT's busy Highway 400 North made it particularly suitable for residential development.

Nate referred to the discussions with Brandon Snyder and indicated that, as the property is surrounded by different zoning classifications and larger parcels, comparing it to properties further east, which were designated for low-density residential use, was misleading. He stated that they had initially considered a six-lot layout for R19 zoning, but after deliberation, they felt that the R16 zoning better aligned with both the general plan and the need for affordable housing in the area.

Addressing specific concerns raised at the DRC meeting, he reiterated that they were adhering to UDOT's access requirements. He explained that their proposal included a single access point on 400 North, which was contingent on the approval of the plat. He noted that even with a reduced number of lots, the layout and road design would remain unchanged, asserting that the change from eight to six lots would not adversely affect traffic or parking.

He highlighted the significance of developing affordable housing through this proposal, stating that the homes would be around 2,500 to 3,500 square feet and would cater to first-time homebuyers and second-home buyers. In contrast, he noted that larger parcels further east would likely yield larger, less affordable homes.

Nate concluded his remarks by expressing his willingness to answer any questions from the council, reinforcing his position that the proposed zone change and subdivision plan had been thoroughly vetted and aligned with the city's planning objectives.

Mayor Mendenhall acknowledged that there were no immediate questions but indicated there might be some after Nate Heaps finished his presentation. He then invited any additional public comments regarding the zoning change for Zion's Landing.

Jordan Smith, representing Brent Smith, the property owner adjacent to the east of the proposed Zion's Landing development, expressed significant concerns regarding the zoning change. He highlighted that the increase to high-density housing would exacerbate traffic and parking challenges, leading to congestion and potential safety hazards in the area. Smith pointed out the existing inadequacy of parking, noting that cars frequently line the streets, making it difficult for emergency vehicles to access the neighborhood. He also raised concerns about snow removal, questioning where snow would be placed during winter, as it could encroach onto neighboring properties.

Safety was a primary concern for Smith and his family, drawing from experiences in his current R6 neighborhood where parked cars create hazards. He advocated for the property to remain zoned as R9, as recommended by both the Planning Commission and the Development Review Committee (DRC), arguing that high-density developments should be located in areas specifically designated for such density. Smith concluded by emphasizing that the current road configuration was problematic, likening it to a "dead spot" and voicing apprehension about the impact of increasing density in that location.

Mayor Mendenhall thanked Jordan for his comments and then asked if there were any additional public speakers regarding the zoning change for Zion's Landing. With no further responses, he called for a motion to exit the public hearing.

Councilwoman Beck ▾ made a **Motion to Close** the public hearing.

Councilman Oyler ▾ **Seconded** the motion and it **passed** all in favor at 7:59 pm with a roll call vote.

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

Following this, the Mayor opened the floor for any questions from the council for the staff or the applicant regarding the item.

Jordan Smith represented Brent Smith, the owner of the property adjacent to the proposed development, and expressed his concerns regarding the high-density housing plan. He highlighted that the addition of two more homes would exacerbate parking issues, making it difficult for emergency vehicles to access the area. Smith emphasized the importance of safety for his family and pointed out the existing problems with cars crowding the roads, particularly in winter when snow removal becomes a challenge. He expressed a preference for maintaining the existing R-9 zoning, arguing that high-density developments should be situated in appropriately designated areas, rather than in his neighborhood.

Following Smith's comments, Mayor Mendenhall inquired if there were any further staff comments on the matter before moving on.

After transitioning back into the council discussion, Councilmember Cardon directed questions to the applicant, Nate Heaps. Cardon asked whether Heaps had already been in contact with UDOT about the development.

Heaps confirmed that they had been working with UDOT and explained that UDOT requested the road be positioned further east from the previous plan to ensure proper access and safety.

Councilmember Cardon continued to ask about UDOT's approval of the location. Heaps elaborated that UDOT had agreed to their plans, which included specific lane configurations and traffic patterns, ensuring that all necessary road adjustments were approved. He also addressed concerns about parking, indicating that the development aimed to provide adequate space for residents and would consider placing no-parking signs along 400 North if needed. He stated that a traffic study had shown minimal impact from the proposed development, with only a slight decrease in traffic expected with fewer lots.

Cardon further probed Heaps on the statement that the proposed development represented the highest and best use of the land. Heaps explained that the area was not suitable for a two-acre estate and detailed the rationale behind opting for a medium-density residential project instead.

Heaps noted that the targeted price range for these homes would be between \$600,000 and \$800,000, with most homes aiming for the lower end of that range, making them more accessible compared to larger estate homes.

Councilmember Tooke then posed his own questions to Heaps, clarifying that all homes in the proposed development would be single-family, detached dwellings.

Heaps confirmed this, reiterating that no attached homes or twin homes would be built. Tooke also questioned whether parking would be allowed on 400 North. Heaps recounted a discussion during the Planning Commission meeting, where they observed evidence of parking on the road, despite concerns from neighbors. He explained that while parking would not be encouraged, the design met city standards, and they would ensure that traffic concerns were adequately addressed.

Councilmember Oyler asked Heaps about the maximum number of lots if they adhered to the highest density zoning option, R-19.

Heaps explained that they would have six lots under that designation, rather than the eight proposed. He reiterated that the traffic engineer had indicated minimal difference in traffic impact between the six and eight-lot scenarios. He also mentioned that Lot 8 in their proposal was unbuildable until road frontage was completed, effectively limiting the development to seven lots.

Lastly, Councilmember Cardon raised concerns about snow removal and how it would be managed in the proposed cul-de-sac.

Public Works representative Cory Pierce responded that smaller equipment would be utilized for snow removal and that snow would be pushed to the shoulders and gutters, as was standard for residential roads.

Seth Perrins added that the cul-de-sac would receive lower priority for snow plowing, with snow removal handled by pickup trucks rather than larger plows. Mayor Mendenhall contributed to the discussion by noting that parking on 400 North could potentially be allowed, highlighting the road's width that accommodates parking. He expressed that while

monitoring would be necessary to prevent parking from spilling onto the road, the design might discourage such behavior. The council's discussion reflected ongoing concerns about traffic management, parking availability, and snow removal related to the new housing development.

Mayor Mendenhall initiated the discussion by asking Dave Anderson about the general plan designation for properties located east of the subject property, particularly those near the Legacy Farm subdivisions.

Anderson indicated that the designation was low-density residential, leading the Mayor to deduce that this area would likely develop under R-112 zoning.

Councilmember Cardon then inquired about the potential number of homes that could fit within an R1-12 zoning.

Anderson responded that without a master plan, it might be possible to accommodate none, and with one, potentially three to five homes, while noting that the unique characteristics of the property, including approximately 40% allocated for right-of-way, posed challenges for meeting lot depth and width requirements.

Mendenhall referred to the presentation materials, pointing out the R-19 zone to the west and suggesting that as one moved east, the density decreased rather than increased, indicating a potential for spot zoning in a denser subdivision. This concern was echoed by the Planning Commission and the Development Review Committee (DRC).

Councilmember Oyler chimed in, mentioning that neighboring properties near the school typically had lot sizes around 8,500 square feet, whereas this proposal involved lots of about 6,000 square feet.

Seth Perrins then asked about the widths of the proposed lots, prompting Anderson to retrieve and share the details.

Anderson noted that the narrowest lot would be just under 50 feet, with others ranging from 53 to 68 feet in width.

Mendenhall continued, highlighting the difficulties posed by smaller parcels and suggesting that larger project assemblies might offer more creative planning solutions.

Perrins said that the discussion included a need for housing, which might justify the proposal for two additional lots, but he questioned whether this plan would effectively address housing affordability issues. He noted that, despite the additional lots, the price points might not resolve the underlying affordability challenges.

Councilmember Cardon expressed his reservations, stating that with the layout of the houses, snow removal would be problematic, which future councils would likely hear about from residents. He further emphasized that, given the density proposed for the small parcel, he was not in favor of the rezone unless the property could be acquired for a larger project.

Councilmember Beck expressed a preference for R-19 zoning, stating that she was uncomfortable approving the proposal as R-16, aligning with Commissioner Carroll's perspective that the plan did not seem to hit the mark.

Councilmember Oyler expressed his conflicted feelings, recognizing the existing general plan designation while emphasizing the challenges associated with such a small parcel and high density.

Councilmember Tooke echoed concerns about snow removal, agreeing that the proposed zoning raised significant issues.

Perrins clarified that snow removal would be a challenge in any R-16 zone, but given the small size of this property, it might present unique difficulties. Mendenhall summarized the impact of the proposed number of homes on local services, particularly regarding snow removal.

After a thorough discussion, the mayor opened the floor for motions on the item.

Councilwoman Beck ▾ **Moved to Deny** the **Ordinance for the Zion's Landing Zone Change, asserting that the R-16 zoning was incompatible with the surrounding development**

Councilman Cardon ▾ **Seconded** and the motion **Passed** all in favor at 8:18 pm with a roll call vote.

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

The mayor concluded by stating that the proposed change was denied based on the Planning Commission's recommendation and transitioned to the next item on the agenda regarding the ordinance for the Hardy zone change.

E. Ordinance for the Hardy Zone Change

During the meeting, Ian Bunker presented details about the Hardy zone change proposal for a property located at 167 North and 100 West, which covered just under half an acre. The current zoning classification was R-3, with a general plan designation of high-density residential. The applicant aimed to change the zoning to R-3 with an infill overlay to facilitate the construction of four townhome units at the rear of the property. At the time, there were two existing homes on the lot: a white house on the southern side and a brick home on the northern side. The white house was planned for removal and would be replaced with a garage, while the owner intended to reside in the brick house.

Bunker explained that the proposal effectively preserved the neighborhood's character by replacing the white house with a garage constructed from similar materials to those used in other homes in the area. He presented a site plan, illustrating the layout of the project. The garage would be positioned where the white house currently stood, and the townhomes would be located at the back of the property. Additionally, parking for the townhomes would be situated in front, screened by the garage and existing home.

He pointed out that according to the infill overlay code, the city council had the discretion to waive the requirement for a masonry fence for multifamily projects containing four units or fewer. A chain-link fence currently surrounded the property, which could remain if deemed adequate by the council. Bunker noted that both the Development Review Committee (DRC) and the Planning Commission supported the idea of making the townhome units owner-occupied, as opposed to rental units. He encouraged the council to consider this aspect while discussing the proposal with the applicant.

In conclusion, Bunker mentioned that both the DRC and the Planning Commission recommended the approval of the proposed zone change based on the findings and conditions outlined in the staff report, and he opened the floor for any questions.

Mayor Mendenhall initiated a motion to proceed to a public hearing for the item.

Councilman Cardon ▾ **Moved** to go into a Public Hearing.

Councilman Tooke ▾ **Seconded** and the motion **Passed** all in favor at 8:22 p.m.

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

Mayor Mendenhall invited public comment.

During the public hearing, the mayor inquired if any members of the public wished to speak on the matter. The applicant was present and available for any questions, but no one from the public stepped forward to comment. With no public input, the mayor entertained a motion to exit the public hearing.

Councilwoman Beck ▾ made a **Motion to Close** the public hearing.

Councilman Oyler ▾ **Seconded** the motion and it **passed** all in favor at 8:22 p.m.

Kevin Oyler	Yes
Jesse Cardon	Yes
Stacy Beck	Yes

Landon Tooke	Yes
Shane Marshall	Absent

The meeting transitioned back into discussion among the Mayor and Council Members.

Mayor Mendenhall initiated the discussion by asking where a masonry fence would be required around the property. He sought clarification on whether the fence would be required on all three sides adjacent to single-family properties. Later, he provided context about previous approvals where fencing was adjusted to address concerns about car lights shining into neighboring properties, which could affect privacy. Mayor Mendenhall expressed support for a vinyl fence instead of masonry, noting that it would help keep costs lower, which could benefit potential buyers or renters. He ultimately encouraged council members to include specific fencing requirements in the motion for clarity.

Councilmember Cardon pointed out specific property lines and structures on the site, clarifying which houses and lots were adjacent. He supported the installation of a vinyl fence, which he believed would enhance the area and align with the intentions of the infill overlay. Additionally, he moved to approve the ordinance, specifying findings consistent with the city's general plan and zoning requirements. His motion included the condition that a vinyl fence be installed on three sides of the property.

Councilwoman Beck examined the site map and agreed that a fence would likely only be required on three sides due to the multifamily zoning of the property to the south. She noted the mix of property types surrounding the development, expressing that the council could exercise discretion to determine the best option and impose requirements accordingly.

Councilmember Oyler voiced his strong support for the project, citing the benefits of redevelopment in the neighborhood. He emphasized that investments aimed at neighborhood improvement are generally positive, and he had no concerns with the current proposal. Oyler supported Cardon's motion and seconded it, adding that requiring a vinyl fence would likely be beneficial even if not strictly required.

Dave Anderson clarified that city code requires a masonry wall where a development abuts single-family homes but that the council could waive this requirement for smaller projects or infill overlay projects. Anderson explained that the council has flexibility in applying these standards and noted a recent case where the masonry wall requirement was waived in favor of a vinyl fence.

Trevor Barlow (General Contractor for the Developer) confirmed that the property owner, Bryce Hardy, intended to live on-site in the red house and planned to rent out the newly built units. He highlighted the cost-prohibitive nature of a masonry fence, expressing a preference for vinyl as a more feasible option. Barlow reiterated that Hardy was flexible about the potential sale of units in the future.

Bryce Hardy (Property Owner) added that he had lived in one of the properties set to be redeveloped and recently moved into the red house. He confirmed that he intended to remain on-site, though he would defer to his family on long-term plans.

Seth Perrins provided details, indicating that while state law addresses deed restrictions, current mechanisms for enforcing such requirements are limited. He explained that the council could request that some units be sold rather than rented, but enforcement would be challenging. Perrins advised that including the fence requirement as part of the approval could add clarity for future reference.

Councilman Cardon ▾ **Moved** to Approve the **Ordinance for the Hardy Zone Change based on the following findings and subject to the following conditions:**

Findings

- 1. That the proposal is consistent with the City's General Plan Land Use Map Designation.**
- 2. That with modifications the proposal can meet the intent of the Infill Overlay Zone.**

Conditions

- 1. That the applicant meets the City's Development and Construction standards, zoning requirements, and other applicable City ordinances.**
- 2. That the applicant addresses and red-lines.**

Councilman Oyler ▾ **Seconded** and the motion **Passed** all in favor at 8:33 pm with a roll call vote.

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

F. Ordinance 19-2024 for the Title 15 Amendment - Artificial Turf

Dave Anderson addressed the council on the topic of artificial turf, stating that it had been previously discussed with no substantial changes since the last meeting. He explained that staff had sought professional guidance, and the Planning Commission had recommended approval at their most recent meeting, focusing primarily on a single point. According to Anderson, the ordinance would allow artificial turf in areas where live grass had been previously required, though limitations on the amount would still apply. He highlighted that the city had put significant effort into defining artificial turf standards to ensure durable, visually appealing materials were used, avoiding options like outdoor carpet.

Anderson also commended Ian Bunker for his extensive research on artificial turf standards, which led to recommendations for high-quality products from reputable companies. He referenced insights from industry professionals, such as Jeremy Ainsworth, who indicated that artificial turf was becoming more accepted in landscape design, though it often required cooling measures, like watering, due to high temperatures.

Anderson stressed that combining artificial turf with live plant material created a more aesthetically pleasing and cooler environment. He acknowledged that residents had raised concerns about the durability of artificial turf, noting that manufacturers claimed a lifespan of up to 15 years, though warranties could be difficult to obtain. Anderson concluded by emphasizing that, while artificial turf could meet city standards, the ordinance would safeguard the community's aesthetic goals.

Councilmember Cardon inquired if specific products had been recommended as part of the standards.

Anderson replied that while a detailed list had not been created, eight companies and multiple product lines met the ordinance's criteria. He noted that the Planning Commission had also raised this question but expressed uncertainty about how to require specific products.

Mayor Mendenhall took a moment to recognize and appreciate the efforts of Anderson and Bunker on this project. Following his comments, a motion was passed to open the public hearing on the artificial turf ordinance.

Councilman Oyler ▾ **Moved** to go into a Public Hearing.

Councilman Cardon ▾ **Seconded** and the motion **Passed** all in favor at 8:41 p.m.

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

Mayor Mendenhall invited public comment.
There was none.

Councilman Oyler ▾ made a **Motion** to **Close** the public hearing.

Councilwoman Beck ▾ **Seconded** the motion and it **passed** all in favor at 8:42 pm with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Yes

Stacy Beck	Yes
Landon Tooke	Yes
Shane Marshall	Abset

Councilmember Oyler voiced support for the ordinance during the public hearing, pointing out that it provided flexibility for future adjustments if the artificial turf standards proved ineffective.

Councilmember Cardon suggested that the city should inform residents about best practices for artificial turf landscaping, noting that poor installation could lead to unsightly results. Anderson agreed with this point, adding that educating new residents about landscape guidelines, including artificial turf, could help prevent issues from arising after installations were complete.

Councilmember Beck also addressed the need for public awareness on acceptable artificial turf uses. She suggested the topic be featured in the city newsletter or on the website, especially for residents considering landscaping changes.

Mayor Mendenhall concluded the discussion by clarifying that the ordinance allowed for putting greens in residential yards but prohibited artificial turf from covering an entire yard.

Both Anderson and the council members expressed appreciation for the extensive research involved before moving to approve the ordinance for Title 15 amendments on artificial turf.

Councilman Tooke ▾ **Moved to Approve the Ordinance for the Title 15 Amendment - Artificial Turf**

Councilwoman Beck ▾ **Seconded** and the motion **Passed** all in favor at 8:45 p.m. with a roll call vote.

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

G. Ordinance for the Title 15 Amendment 15.4.16.060 - Sewer Facilities

Cory Pierce explained a proposed code amendment allowing accessory dwelling units (ADUs) on properties using septic systems, provided that these properties adhered to size restrictions and obtained permits from the Utah County Health Department. Pierce clarified that current regulations required a connection to city sewer if within 300 feet, though practical discretion had been used, and enforcement of this requirement had not been strictly observed in the past.

Councilmember Cardon expressed the importance of maintaining flexibility in this regulation, seeking assurance that property owners would not be required to connect to city sewer unless significant issues emerged.

Pierce reassured the council that enforcement would be guided by practical considerations and environmental factors, thereby preventing undue burden on property owners. The council then voted to approve the amendment for Title 15, item G, regarding sewer facilities and septic systems.

Mayor Mendenhall introduced the discussion on item G, the proposed ordinance regarding sewer facilities, and invited questions from the council members before moving into the public hearing. He then entertained a motion to enter the public hearing for the item.

Councilman Tooke ▾ **Moved** to go into a Public Hearing.

Councilman Cardon ▾ **Seconded** and the motion **Passed** all in favor at 8:52 p.m. call vote.

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

Mayor Mendenhall invited public comment.

Jackie Larson addressed the council, asking if the requirement for sewer connection within 300 feet of a parcel was governed by city ordinance or state rules. She explained that her family's land, a 10-acre parcel acquired in 1873, was subdivided in recent years for a new home. Although a sewer line ran across the back end of the property, the house itself was situated about a quarter mile away. Larson inquired about the city's discretion in applying the rule, particularly considering that a lien was previously placed on the property. She questioned whether the ordinance could accommodate such unique situations.

Jason Rasmussen then spoke briefly, thanking staff members Dave and Kevin for their work on the ordinance and shared that he had similar concerns regarding the 300-foot rule. He noted his property would also face a substantial distance challenge if required to connect to a future sewer line along Ninth South. He appreciated the Planning Commission's consideration of these issues but acknowledged that if it was a state law, there might be little the city could adjust.

Following public comments, Mayor Mendenhall thanked the speakers and then requested a motion to close the public hearing.

Councilwoman Beck ▾ made a **Motion to Close** the public hearing.

Councilman Oyler ▾ **Seconded** the motion and it **passed** all in favor at 8:54 p.m. with a roll call vote.

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

Councilmember Oyler provided clarification on the 300-foot sewer connection rule, reading from the Utah State Legislature’s code. He explained that the state authorized municipalities to require sewer connections if a sewer system was within 300 feet of an occupied property and allowed cities to levy reasonable charges for usage. He added that the city ordinance simply followed the state mandate and that questions on enforcement could be further clarified by city staff.

Seth Perrins responded by prompting the council to consider whether they wanted to continue supporting the policy as written. He underscored the financial and environmental motivations behind requiring sewer connections where available, explaining that the policy aimed to prevent septic systems from impacting soils and surrounding areas as developments expanded. Perrins acknowledged that while the city was not strictly enforcing connections, there was an increased focus on ensuring alignment with health and environmental standards. He also addressed Larson’s question, noting that although a sewer line might be present on her family’s property, it might not yet be accessible for connection.

Councilmember Cardon then clarified that the proposed amendment to Title 15 would only affect ADUs on lots with septic systems and that additional changes to the 300-foot rule were not part of this amendment.

Cory Pierce confirmed that the amendment focused on ADU allowances and septic system usage within city limits, which was separate from the state-mandated sewer connection rule.

Jackie Larson followed up, questioning if her property’s 2019 subdivision qualified under current ordinance requirements.

Councilmember Oyler replied that any modification to the rule would require a code revision and would involve both the Planning Commission and City Council.

Seth Perrins clarified further, explaining that the 300-foot requirement was located in a different section of the city code than the ADU amendment.

Mayor Mendenhall affirmed that the city’s policy intended to gradually reduce septic systems and integrate properties into the sewer network as development expanded. He reiterated that the ordinance addressed concerns over the environmental and public health risks posed by unregulated septic systems.

Jason Rasmussen rejoined the conversation to address the cost burden property owners might face in extending sewer lines over large distances. He asked if the city could consider adjusting the 300-foot rule to account for situations where a home sat significantly farther than the required distance from a sewer line, as this could impose a prohibitive expense on homeowners. Rasmussen shared that he would need to extend his sewer connection approximately 600 feet, which could present a significant financial hurdle.

Councilmember Cardon suggested that as development progressed in areas like Leland, the council might need to revisit the policy to better address similar distance and cost concerns. He noted that the state code's use of the term "may" allowed some latitude in interpreting the requirement, and encouraged the council to consider potential future adjustments.

Seth Perrins briefly discussed the force main and its use in transporting sewage over long distances or uphill, with Councilmember Cardon humorously acknowledging that he had not previously encountered the term. Mayor Mendenhall remarked on the learning process involved in such discussions, expressing appreciation for the staff's guidance and the council's insights.

With no additional questions, Mayor Mendenhall requested a motion to approve the ordinance amendment for Title 15, covering sewer facilities.

Councilman Cardon ▾ **Moved to Approve the Ordinance for the Title 15 Amendment 15.4.16.060 - Sewer Facilities**

Councilman Oyler ▾ **Seconded** and the motion **Passed** all in favor at 9:04 p.m. with a roll call vote.

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

A. Ordinance for the Fiscal Year 2025 Executive Salaries

City Manager Seth Perrins began the discussion with enthusiasm, expressing his passion for public hearings and meetings. He explained that during the recent 2024 legislative session, SB 91 was passed, which introduced new requirements for budget and salary public hearings, specifically affecting executive positions such as the city manager, department heads, and division managers. He outlined that the city traditionally adjusted salaries in October during the budget revision process, known as the carryover budget. However, the new law mandated a separate public hearing for executive salary ranges.

Perrins then explained the city's approach to managing salary ranges. He noted that the city uses about 20 ranges for its full-time positions, all of which are connected to a midpoint system that enables comparisons across similar roles in other cities. The data from approximately 15 comparison cities helps to inform Spanish Fork's salary midpoints. Perrins highlighted that executive positions primarily fell within pay grades 12 through CM, with department heads typically in ranges 15 to 18 and division managers between ranges 12 and 16. This year, salary ranges had increased by an atypical 5%, deviating from the usual 3% average seen historically. He attributed this higher increase to recent turnover rates and the need to retain staff, emphasizing the importance of staying competitive in a dynamic employment market.

Mayor Mendenhall confirmed the requirement to open a public hearing for the item.

Councilman Cardon ▾ **Moved** to go into a Public Hearing.

Councilwoman Beck ▾ **Seconded** and the motion **Passed** all in favor at 9:09 p.m. call vote.

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

Mayor Mendenhall invited public comment.

Councilmember Beck voiced her support for the adjustments, stressing that retaining employees' expertise was essential for the city's continued success.

Councilmember Cardin added that the city was in competition with other municipalities and needed to take proactive measures to retain talent.

A citizen, Jay Merrill, then approached the podium to share his perspective. He recalled previous instances when city-trained professionals, like electricians and police officers, would leave for better-paying positions elsewhere. Merrill expressed support for the salary adjustments, viewing them as necessary to retain stability within the workforce.

In response to Merrill's remarks, Seth Perrins acknowledged the historical context of Spanish Fork's evolved salary system, which had allowed it to be competitive and retain institutional knowledge. Perrins praised past city leaders for adapting to changes in government salary structures, resulting in a program that prevented the loss of experienced staff. He added that the current workforce landscape was changing, and the city was actively working to engage younger employees, such as Ian and Jack, in ways that would foster long-term retention and commitment despite shifts in retirement and benefits structures.

Councilman Oyler ▾ **Moved** to go out of the Public Hearing.

Councilman Tooke ▾ **Seconded** and the motion **Passed** all in favor at 9:09 pm with a roll call vote.

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

No motion needed.

B. Ordinance Approving Fiscal Year 2025 Revision 1

Finance Director Jordan Hales provided an overview of the budget revisions, beginning with an explanation of the average number of budget adjustments per year. He explained that the city traditionally revised the budget three times each year: in the fall, February, and June. However, they aimed to reduce this to one or two adjustments in the future. Hales clarified that the main reason for these early revisions was the carryover projects. These projects were budgeted for the previous year but remained incomplete, requiring budgeting of the remaining funds.

Hales continued by detailing the budget components, noting that most of the revisions involved carryover projects, salary adjustments, and fee schedule updates. To streamline the budget, minor expenses were consolidated, eliminating small line items to simplify the overall budget presentation. He then directed attention to the budget summary table, explaining that the blue column reflected the revised budget while the green column represented the original. He highlighted that the general fund saw minimal changes, with most general fund capital projects moving to capital project funds. The enterprise funds, however, were capital-heavy, especially in utility projects like the sewer plant and other large capital ventures. Of the \$5.9 million adjustment, Hales noted, the majority pertained to capital carryover projects.

Councilmember Oyler asked about the increase in the RAP tax allocation, specifically the \$178,000 adjustment. Hales clarified that this was related to a carryover playground project, specifically at Abbey Court Park.

Moving to fee schedule changes, Hales asked if there were specific items the council wanted to review in detail, as they had the document on hand. He listed various rate increases for city amenities and services, which he categorized as standard inflationary adjustments. These included business licenses, golf course rates, rentals for baseball fields, and youth sports programs. Additionally, there were minor increases for events like the baby contest and adjustments in cemetery fees. He emphasized that while the cost for non-residents to purchase cemetery lots would increase, the opening and closing fees would remain consistent for both residents and non-residents.

Lastly, Hales introduced a new proposed donation of \$300, allowing the Rotary Club to use the High Chaparral facility to sort and organize dictionaries. He inquired if the council supported the Rotary Club's activities, and they confirmed their support.

Dale Robinson made a comment about the recent fee changes, explaining that there was a strategic shift in how fees were managed. He noted that rather than making changes throughout the year, they aimed to standardize the process, allowing for all changes to occur in the fall. This way, there would be fewer adjustments throughout the year. He emphasized that they planned to focus on implementing these fee changes during the current budget revision.

Seth Perrins added to Dale's remarks, indicating that many of the fees would take effect in January. He pointed out that although some programs might begin taking registrations earlier, the goal was to align fee changes with a calendar year instead of historical practices that resulted in mid-season adjustments. Seth explained that this approach would facilitate a more organized process and welcomed feedback from the council and others regarding this change.

Jordan Hales then transitioned to budget numbers, reporting an increase in general fund revenue by \$364,000, with expenses up by \$300,000. He elaborated that part of the general fund revenue increase would be allocated to the golf course projects fund, which would support various projects at the course. He mentioned that the general fund had ended the previous year at around 30%, and with the current budget, it was projected to be around 29.5%. Jordan noted changes in business license fees aimed at covering administrative costs, as well as adjustments related to state wildfire revenue and interfund services.

He explained that golf course expenses were increasing significantly due to several projects, including the renovation of sand traps and a waterline project partially funded by Gateway Parks. Jordan also discussed developer reimbursements for impact fees, which required ongoing adjustments as revenue fluctuated. He mentioned several carryover projects in the water, sewer, and power funds, indicating a careful management of resources and budgeting.

Mayor Mendenhall opened the floor for public comments, inviting any questions.

Councilman Oyler ▾ **Moved** to go into a Public Hearing.

Councilman Tooke ▾ **Seconded** and the motion **Passed** all in favor at 9:10 pm with a roll call vote.

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

Jackie Larson expressed concerns about the repeated funding for similar projects, asking for clarification on the rationale behind budgeting for certain initiatives. She referenced the UIPA and PID financing mechanisms and inquired why additional funds were being allocated if these mechanisms were intended to cover the costs. Jackie also raised questions about the scope and impacts of the project area boundaries, seeking a definition of where improvements would start and end.

Councilwoman Beck ▾ made a **Motion to Close** the public hearing.

Councilman Tooke ▾ **Seconded** the motion and it **passed** all in favor at 9:30 pm all in favor.

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

Seth Perrins addressed the budget revision, noting that he had made no changes to the VERK fund, indicating that this portion was based on the original budget. He responded to a question regarding the repeated budgeting for similar items by explaining that the city had created mechanisms and tools to facilitate funding. He cited the contract with UIPA and the establishment of a Public Infrastructure District (PID) as examples of these mechanisms. Perrins clarified that the PID was solely a funding mechanism aimed at bonding for improvements and that various entities would execute the actual work, such as installing sewer lines and other utilities.

Perrins emphasized the necessity of budgeting for expenses before any dollar could be spent, which included budgeting both expenses and anticipated revenue, mostly coming from the regional PID. He remarked that this repetitive budgeting could give the impression of redundancy, but it was essential for managing city projects. He also mentioned the involvement of private PIDs created by the city council, which were established for specific projects on designated land and now operated independently.

Mayor Mendenhall acknowledged the discussion and highlighted the importance of the budget revision, particularly regarding employee wages. He reiterated the city's commitment to being fiscally responsible and transparent with taxpayer dollars. Mendenhall expressed gratitude towards the professionals in director positions who faced daily challenges and noted their significant contributions to the city.

Seth Perrins further discussed the victories of the budget with the increasing calls for emergency services, attributing the rise to the hospital's opening in 2021, which resulted in three new calls for service daily. He provided statistics on the growth of ambulance calls compared to fire calls over the years, illustrating a significant increase in demand. He detailed the city's staffing changes, including hiring multiple full-time paramedics, EMTs, and firefighters, which improved response times for emergencies.

Perrins highlighted that the Fire and EMS budget had nearly doubled, growing from \$3.5 million to almost \$8 million, yet they managed to do this without increasing property taxes. He credited the improved response times to the dedicated personnel and leadership in the department, noting a reduction in emergency response time by seven minutes compared to previous years.

Mayor Mendenhall echoed Perrins' sentiments, stressing the importance of public safety personnel's quick response times and the effective management of taxpayer money. He invited questions from the council before moving to a motion to approve the first revision of the fiscal year 2025 budget.

Councilwoman Beck ▾ made a **Motion to Close** the public hearing.

Councilman Tooke ▾ **Seconded** the motion and it **passed** all in favor at 9:43 p.m with a roll call vote

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

Councilwoman Beck ▾ made a **Motion to Approve** the **Ordinance Approving Fiscal Year 2025 Revision 1**

Councilman Tooke ▾ **Seconded** the motion and it **passed** all in favor at 9:43 p.m with a roll call vote

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

The meeting proceeded to new business regarding the golf course kitchen lease agreement.

NEW BUSINESS:

A. Golf Course Kitchen/Cafe Lease Agreement

Dale Robinson introduced an agreement with Troy Porter, who operates a business called the Bun Box. Dale provided some background, mentioning that Troy, originally from Salem, started his career as a baker at Will's Food Mart, which sparked nostalgic memories for him, as it was where he purchased his Twinkies upon moving to the area years ago. Dale explained

that Troy proposed to manage the golf course cafe during the golf season and throughout the year, including running the kitchen and offering baked goods like sweet rolls and cookies.

He mentioned that Vaughn had reviewed the agreement, which would charge Troy an \$800 monthly lease for a year, allowing time to assess the arrangement before deciding on any long-term commitments. Dale noted that the existing snack shop in the pro shop would continue to operate without conflict with Troy's business.

Councilmember Cardon inquired about the current usage of the kitchen, and Dale confirmed it had been underutilized, only having a group operate it on weekends in the last season. He mentioned ongoing discussions with Ryan Neptune of Gateway to ensure there were no conflicts with their concession operations, indicating that the contract would prevent any overlap in services.

The Mayor expressed excitement about the potential aroma of baked goods wafting through the golf course, leading to some humorous banter about needing to increase their exercise routines to offset the temptation of the offerings.

With no further questions regarding the golf course kitchen cafe lease agreement, the Mayor called for a motion.

Councilman Cardon ▾ made a **Motion** to Approve the **Golf Course Kitchen/Cafe Lease Agreement**

Councilman Oyler ▾ **Seconded** and the motion **Passed** with a roll call vote at 9:48 pm.

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

The Mayor then transitioned to the next agenda item, moving to adjourn to the Redevelopment Agency (RDA) session.

ADJOURN TO REDEVELOPMENT AGENCY:

Councilman Cardon ▾ made a **Motion** to Approve the **Adjourn to the RDA**

Councilman Tooke ▾ **Seconded** and the motion **Passed** with a roll call vote at 9:49 pm

Kevin Oyler	Yes
Jesse Cardon	Yes
Stacy Beck	Yes

Landon Tooke	Yes
Shane Marshall	Absent

RDA CONSENT ITEMS:

Boardmember Tooke ▾ made a **Motion** to Approve the **Consent Items**

Boardmember Beck ▾ **Seconded** and the motion **Passed** with a roll call vote at 9:49 pm

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

Item 13 on the agenda involved a public hearing regarding the fiscal year budget revision for the RDA.

RDA PUBLIC HEARING:

A. RDA Resolution Approving Fiscal Year 2025 Revision

Jordan Hale presented details about the North Industrial project area near the airport, explaining that a budget change would allocate funds for piping a water ditch. The estimated cost for this change was noted to be between \$500,000 and \$1.8 million, marking it as a carryover project from the previous year.

The Mayor then invited a motion to go into a public hearing for the RDA fiscal year budget revision.

Boardmember Oyler ▾ **Moved** to go into a Public Hearing.

Boardmember Cardon ▾ **Seconded** and the motion **Passed** all in favor at 9:51 pm with a roll call vote.

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

There were no public comments.

Boardmember Beck ▾ made a **Motion** to **Close** the public hearing.

Boardmember Tooke ▾ **Seconded** the motion and it **passed** all in favor at 9:30 pm all in favor.

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

Returning to the discussion, the Mayor prompted for any questions regarding the staff's presentation before calling for a motion to approve the fiscal year 2025 RDA budget revision.

Boardmember Tooke ▾ made a **Motion** to Approve ▾ **the RDA Resolution Approving Fiscal Year 2025 Revision 1**

Boardmember Cardon ▾ **Seconded** and the motion **Passed** all in favor at 9:52 pm with a roll call vote.

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

Mayor Mendenhall confirmed that Item 13A had been approved by the board members and invited a motion to reconvene into the city council.

RECONVENE BACK TO CITY COUNCIL

Boardmember Cardon ▾ made a **Motion** to **Reconvene Back to City Council**

Boardmember Oyler ▾ **Seconded** and the motion **Passed** all in favor at 9:52 pm vote.

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

Following this light-hearted exchange, the Mayor suggested adjourning the meeting.

Councilman Oyler ▾ made a **Motion** to Approve ▾ **Adjourn**

Councilman Cardon ▾ **Seconded** and the motion **Passed** all in favor at 9:52 pm with a roll call vote.

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

Councilman Cardon ▾ made a **Motion** to Approve ▾ **to Closed Meeting for reasonably imminent litigation and strategy sessions to discuss the purchase, exchange, or lease of real property in the Explorer Room**

Councilwoman Beck ▾ **Seconded** and the motion **Passed** all in favor at 9:53 pm with a roll call vote.

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

Attest: October 15, 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 October 15, 2024. This document constitutes the official minutes of the City Council meeting.



TARA SILVER, CITY RECORDER

