



DRAFT MINUTES
CITY COUNCIL WORK SESSION MEETING
June 3, 2025, at 4:30 pm
80 South Main Street
Spanish Fork, UT 84660

Work Session - No formal actions are taken in a work session.

Elected Officials Present: Mayor Mike Mendenhall, Councilmembers Stacy Beck, Landon Tooke, Jesse Cardon, Shane Marshall & Kevin Oyler.

Staff Present: Jack Urquhart - Public Information Officer; Jordan Hales - Finance Director; Tyler Jacobson - Assistant City Manager; Seth Perrins - City Manager; Matt Johnson - Police Chief; Shelley Hendrickson - Deputy Recorder; Dave Anderson - Community Development Director; Vaughn Pickell - City Attorney; Cory Pierce, Public Works Director.

2026 Budget

Discussion began at 4:37

The City Council Work Session focused on the Verk Area Development and its funding strategies, with an estimated total project cost of 74 million, including significant investments in infrastructure such as power lines, storm drains, and sewer systems. The Council addressed a funding gap of 51 million, with possible bonding avenues identified to cover approximately 45 million, but highlighted 9 million currently fronted by developers, which poses repayment challenges. Strategies to alleviate the financial burden included shifting costs to the electric fund, with anticipated revenue generation from ongoing developments and potential data centers. A proposal for a special premium rate for Verk area customers was discussed, alongside a 20-year bond framework intended to support power infrastructure. The Council showed support for ongoing studies regarding bond options, potential rate comparisons, and the establishment of master electric service agreements to secure developers' commitments to power usage. The discussion concluded with discussions on scheduling future measures and ensuring that new costs do not impact current customers.

Council members then discussed the stability and history of property tax rates, highlighting that property tax is the only tax the city can adjust responsibly, and noted a significant increase in the city's assessed property value. They reviewed the implications of potential property tax increases, emphasizing that even a small increase could help cover the rising costs of public safety, which currently exceeds property tax revenue. Council members expressed concerns about the impact of tax increases on residents and emphasized the need for transparent communication regarding Spanish Fork's relatively low property tax rates.

They favored targeted tax increases with specific purposes and end dates over annual increments.

Work session adjourned at 5:55 p.m.

CITY COUNCIL MEETING

June 3 2025, at 6:00 pm

80 South Main Street

Spanish Fork, UT 84660

Elected Officials Present:

Mike Mendenhall, Mayor
Landon Tooke, Councilmember
Stacy Beck, Councilmember

Jesse Cardon, Councilmember
Shane Marshall, Councilmember

Staff Members Present:

Seth Perrins, City Manager
Dave Anderson, Comm Development Director
Shelley Hendrickson, Deputy Recorder
Jack Urquhart, Public Information Officer
Cory Pierce, Public Works Director

Vaughn Pickell, City Attorney
Tyler Jacobson, Asst. City Manager
Jordan Hales, Finance Director
Matt Johnson, Police Chief

Staff Members Absent:

Tara Silver
Dale Robinson

Visitors Present:

Kathleen Leavitt

CALL TO ORDER, PLEDGE, OPENING CEREMONY

Mayor Mendenhall called the meeting to order at 6:03 p.m.

Councilman Oyler offered a motivational thought in the form of a prayer.

Councilman Cardon led those in attendance in the Pledge of Allegiance.

Followup to previous public comments

- Joey Standly - canal fence

Seth Perrins explained that a resident had raised concerns about fencing near the mill race canal. The canal is managed by a private irrigation company, not the City. The City is relocating a greenhouse near the Swenson Sports Park and the City is considering adding a fence in that area near the canal.

- Andrew Kelly - Budget/sidewalks/farmer's market

Seth Perrins explained that a resident voiced concerns about the lack of sidewalk in a particular undeveloped area. He explained the City waits for development before installing sidewalks, so costs are borne by developers, not taxpayers. The City does own the right-of-way in this area and could clear weeds and add road base or gravel.

Discussion held regarding forming a special assessment area if residents want to fund sidewalks themselves overtime.

Council agreed it was worth looking at sidewalk alternatives, but a citywide assessment of priorities should be done first to ensure funds go to the most needed areas.

- Paul Snyder - masonry

A resident expressed concerns about brick and masonry buildings and inquired about whether or not the City had an architectural committee to approve building designs.

The state legislature has limited cities' authority - homeowners are largely free to choose materials and architectural styles.

Recognitions

- Spanish Fork 101 Graduate Video

Jack Urquhart presented on the Spanish Fork University Spring program and played a highlight video.

PUBLIC COMMENTS

Mayor Mendenhall invited public comment. There was none.

COUNCIL COMMENTS

Councilwoman Beck

Councilwoman Beck expressed appreciation for the memorial day program.

Councilman Oyler

Councilman Oyler expressed thanks to the Senior Citizen Center for their appreciation lunch.

Councilman Cardon

Councilman Cardon expressed thanks to the Senior Citizen Center for the appreciation lunch and extended invitations to residents to participate in the Youth Arts Festival and the Airport breakfast.

Councilman Tooke

Kathleen Leavitt, Chamber of Commerce, announced upcoming events.

Councilman Tooke reported on the Little Miss Pageants held over two evenings.

Councilman Marshall

Councilman Marshall reported on the Solid Waste District and congratulated the Spanish Fork Dons Baseball team for their state baseball championship.

Mayor Mendenhall

Mayor Mendenhall echoed Councilman Marshall's comments about the Dons, praised Utah baseball highlighting teams like Maple Mountain High School, UVU and Salt Lake Community College for their strong performances including the junior college World Series and expressed appreciation for the people who put on the memorial day program.

STAFF REPORTS

Seth Perrins reported on Candidate declaration.

Cory Pierce reported on the wastewater open house scheduled for June 12th, from 4-6 p.m.

Dave Anderson reported that the City recently received a large volume of emails from residents concerned about private landscaping in a specific development. He clarified that it was not a new development proposal but rather understanding the City's role/responsibilities with regard to landscape in this development or future developments.

He used an overhead presentation to explain the City's current role:

- Require and review landscaping plans
- Inspect installations before occupancy

What the City cannot do anymore:

- Can't withhold building permits or certificates of occupancy if landscaping isn't completed.
- Can't require financial guarantees (bonds) from developers to ensure landscaping is finished.

Why this changed:

- 2023 Utah House Bill 406 removed those powers from cities.
- This shift limits local control and makes enforcement and follow-up more difficult.

Street Trees

- Planted in public rights of way, technically city owned but maintained by adjacent homeowners .

- Included in the developer's public improvement bond.
- Challenges:
 - Often planted before water is available, making early care difficult.
 - Developers typically move on before residents arrive, making follow-up tough.

The City has more tools here than with private landscaping but still cannot delay occupancy over tree installation.

Possible solutions: the only tool cities now have for influencing landscaping outcomes are development agreements, which can include specific landscaping requirements. These are more commonly used in larger or more complex projects.

Mayor Mendenhall said that this situation was highlighted at a recent housing summit. The State is pushing for fewer local controls to accelerate housing development. This trend is reducing cities' ability to enforce quality and completion standards.

Dave Anderson expressed that City staff care deeply about what residents receive when purchasing homes.

The shift in state law has weakened cities' ability to protect residents.

SPANISH FORK 101

- Summer Reading & Library Strategic Plan

Scott Aylett reported that the Library was a pickup location for activity tags tied to the summer reading program and that the library was participating in a second "Food for Fines" drive. He then explained the Library's Summer Reading Program, strategic plan update and general library highlights.

CONSENT ITEMS

A. Minutes Spanish Fork City Council Meeting 05-20-2025

B. Resolution approving Interlocal Agreement with GLH Public Infrastructure District Nos. 1 & 2

Councilman Cardon ▾ **moved** to **approve** the Consent Items. Councilman Tooke ▾ **seconded** and the motion **passed** all in favor at 7:02 p.m. with a roll call vote.

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

PUBLIC HEARING - Fiscal Year 2026 Budget

Jordan Hales explained the FY 2026 Budget Timeline, what had changed since the tentative budget was presented one month ago and landing fees at the airport.

Mayor Mendenhall called for a motion to go into a public hearing.

Councilman Oyler ▾ **moved** to go **into** a Public Hearing. Councilwoman Beck ▾ **seconded** and the motion **passed** all in favor at 7:11 p.m.

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

There was no public comment. Mayor Mendenhall called for a motion to go out of the public hearing.

Councilman Oyler ▾ **moved** to go **out** of Public Hearing. Councilman Marshall ▾ **seconded** and the motion **passed** all in favor at 7:11 p.m.

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

Councilman Oyler went on record to report that he had not received any communication from the public with regard to the budget. Councilwoman Beck echoed Councilman Oyler's comments.

Mayor Mendenhall gave an explanation of the tentative budget and asked if there were any changes made. Jordan Hales said there were not.

Councilman Marshall expressed he liked the budget process they had been through. Six months of discussion. He would like a budget schedule for the public to follow. Expressed appreciation to staff for their hard work.

Mayor Mendenhall explained the budget was available on the City's website.

Councilman Oyler expressed appreciation to staff for their work on the budget.

PUBLIC HEARING - Fiscal Year 2026 Enterprise Funds Transfers

Jordan Hales explained the notice that was mailed to all Spanish Fork City Utility customers regarding the enterprise transfer.

Councilwoman Beck ▾ **moved** to go **into** a Public Hearing. Councilman Marshall ▾ **seconded** and the motion **passed** all in favor at 7:19 p.m.

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

There was no public comment. Mayor Mendenhall called for a motion to go out of the public hearing.

Councilman Cardon ▾ **moved** to go **out of** Public Hearing. Councilman Tooke ▾ **seconded** and the motion **passed** all in favor at 7:19 p.m.

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

Councilman Cardon ▾ **moved** to **adjourn to the Redevelopment Agency**. Councilman Oyler ▾ **seconded** and the motion **passed** all in favor at 7:20 p.m. with a roll call vote.

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

REDEVELOPMENT AGENCY

President/Chair - Mike Mendenhall presided.

RDA CONSENT ITEMS:

a. RDA minutes May 6, 2025

Mike Mendenhall called for a motion on the consent items.

Board Member Beck ▾ **Moved** to **Approve the Consent Items**.

Board Member Tooke ▾ **Seconded** and the motion **Passed** all in favor at 7:20 pm.

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

RDA NEW BUSINESS:

b. RDA Fiscal Year 2026 budget

Jordan Hales said that there had been no changes to the budget since it was presented.

Board Member Cardon ▾ **Moved** to **go into Public Hearing**.

Board Member Oyler ▾ **Second** and the motion **Passed** all in favor at 7:21 pm.

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

There was no public comment. Mike Mendenhall called for a motion to go out of the public hearing.

Board Member Oyler ▾ **Moved** to **go out of Public Hearing**.

Board Member Beck ▾ **Second** and the motion **Passed** all in favor at 7:21 pm.

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

No discussion.

Board Member Cardon ▾ **Moved to adjourn to the Local Building Authority.**

Board Member Tooke ▾ **Second** and the motion **Passed** all in favor at 7:22 p.m.

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

President/Chair - Mike Mendenhall presided.

LBA CONSENT ITEMS:

c. LBA minutes May 6, 2025

Mike Mendenhall called for a motion to approve the minutes.

Board Member Cardon ▾ **Moved to Approve the Consent Items**

Board Member Oyler ▾ **Second** and the motion **Passed** all in favor at 7:22 pm.

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

LBA NEW BUSINESS:

d. LBA Fiscal Year 2026 budget

Board Member Oyler ▾ **Moved to go into Public Hearing.**

Board Member Cardon ▾ **Second** and the motion **Passed** all in favor at 7:22 pm.

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

There was no public comment. Mike Mendenhall called for a motion to go out of the public hearing.

Board Member Cardon ▾ **Moved to go out of Public Hearing.**

Board Member Tooke ▾ **Second** and the motion **Passed** all in favor at 7:22 pm.

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

No discussion on the budget

Board Member Oyler ▾ **Moved to go back into City Council meeting.**

Board Member Marshall ▾ **Second** and the motion **Passed** all in favor at 7:23 pm.

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

New Business - Resolution Approving Salem Filevine Interlocal Agreement

Vaughn Pickell explained the agreement was with Salem City to help share the cost in attorney case management case filing software. Out of seven licenses that Spanish Fork City has, Salem City will pay for two.

Councilwoman Beck ▾ **moved to approve the Resolution Approving Salem Filevine Interlocal Agreement.** Councilman Marshall ▾ **seconded** and the motion **passed** all in favor at 7:24 pm with a roll call vote.

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

ADJOURN

Councilman Cardon ▾ **moved to adjourn to Closed Meeting** to discuss the purchase, exchange, or lease of real property and strategy sessions to discuss pending or reasonably

imminent litigation, in the Explorer Room. § 52-4-205. Councilman Tooke ▾ **seconded** and the motion **passed** all in favor at 7:24 p.m. with a roll call vote.

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

I, Shelley Hendrickson, Deputy Recorder of Spanish Fork City, hereby certify that the foregoing minutes represent a true, accurate and complete record of the meeting held on June 3, 2025. This document constitutes the official minutes of the City Council Closed meeting.

Shelley Hendrickson Shelley Hendrickson, Deputy Recorder