



**ADOPTED MINUTES
CITY COUNCIL MEETING
June 17, 2025, at 4:30 pm
80 South Main Street
Spanish Fork, UT 84660**

Councilmembers Present

Jesse Cardon, Councilmember
Kevin Oyler, Councilmember

Stacy Beck, Councilmember
Landon Tookey, Councilmember
Shane Marshall, Councilmember

Councilmembers Absent:

Mike Mendenhall, Mayor

Staff Members Present:

Jordan Hales, Finance Director
Tara Silver, City Recorder
Dave Anderson, Community Development Director
Eddie Hales, Fire and EMS Director
Tyler Jacobson, Asst. City Manager
Seth Perrins, City Manager

Vaughn Pickell, City Attorney
Matt Johnson, Police Chief
Dale Robinson, Parks and Recreation Director
Cory Pierce, Public Works Director
Jack Urquhart, Public Information Officer

Staff Members Absent:

Visitors Present:**Name**

Valerie Mills
Darrin Mellor
Waleta K Mellor
Elijah Lewis
Eddie Hales

Name

Leon H Olson
Karen Olson
Jackie Larson
Jason Turner

Name

Jay Joud
Kim Hall
Cassidy Thorpe
Brad Moore

WORK SESSION - No formal actions are taken in a work session 4:30 pm

Visitors: Matt Johnson, Jered Johnson, Jack Urquhart, Dale Robinson, Jesse Cardon, Jackie Larson, Shane Marshall, Stacy Beck, Jordan Hales, Vaughn Pickell, Seth Perrins 4:40 Landon Tooke 5:06 pm, Kevin Oyler 4:34 pm, Lexi Lamb, Justin Jolley , Ian Bunker 4:44 pm

Staff Present:

Mayor Pro Tempore Beck started the meeting at 4:30 pm

1. Cemetery Burial Plot Reclamation Process

Justin presented a plan to reclaim burial plots purchased over 60 years ago but never used, based on Utah State code regarding abandonment. This initiative aimed to maximize the use of the current cemetery space and extend its lifespan before expansion was needed.

- Out of 337 reserved lots in one test block, only 27 met all legal criteria for reclamation.
- The financial gain could be \$27,000–\$35,000 from reselling these plots.
- The pilot section (Block 8) was selected due to public interest and qualifying lot age.
- A manual verification process was required due to lack of digitization, but plans to streamline via GIS and owner record cleanup are underway.

Legal and Posting Requirements:

- Required steps: City Council resolution - public posting on websites, at the cemetery, and potentially newspapers - 60-day waiting period post-final notice.
- If a rightful heir appears later with proof of ownership, they will receive an equivalent lot.

- Legal advice confirmed that best-effort posting suffices if owner addresses are unavailable.

Council Discussion:

- Councilmembers raised questions about legal requirements, inheritance complications, and notification efforts.
- There was consensus on the benefit of reclaiming or correctly transferring ownership to relatives.
- Staff will bring back a formal resolution at the next council meeting.

2. FY 2025 Final Budget Revision and FY 2026 Budget Approval

FY 2025 Revision Summary:

- General Fund: Revenue up by \$657,000; expenses up \$386,000; transfer of \$750,000 to the Land Acquisition & Capital Buildings Fund.
- Miscellaneous Funds: Notable \$1.4 million increase, mostly in land acquisition.
- Staff projects an actual surplus of ~\$1 million by year-end due to better-than-expected revenue and under-budget spending.
- Notable changes included police department overtime, land acquisitions, and property purchases occurring earlier than forecast.

Key Budget Principles:

- Budgets must be revised before fiscal year-end to remain legally valid.
- Over-budget spending in specific departments (even small amounts) must be officially revised to avoid audit findings.
- Jordan emphasized this was a “high-confidence” estimate based on 11 months of data.

Fund Balance Confusion Clarified:

- The “negative” in the revision refers to planned reduction in fund balance (i.e., money being transferred for savings/projects), not a budget deficit.
- The General Fund has an actual fund balance of ~\$13.2 million.

- Council discussed whether fund balance figures should be more visible in budget documents for transparency.

FY 2026 Budget Overview:

- Includes a \$383,000 planned decrease in fund balance due to a \$500,000 loan to the airport fund.
- Council requested better language and visuals to clarify increases vs. actual fund balances in future presentations.

3. Redevelopment Agency (RDA) Budget Updates

North Industrial Project Area:

- Near the airport; original budget \$1.8 million, actual cost \$2 million.
- Work included piping a ditch, partially funded by RDA bonds.
- About \$200,000 remains for use in coming years.
- This RDA is nearing the end of its 25-year lifespan and will be closed after remaining funds are spent.

Sierra Bonita RDA (Young Living Expansion):

- Functions as a tax increment pass-through.
- Received \$260,000 (higher than expected due to increased property value).
- Funds are shared with Young Living and Nebo School District.
- Adjustments also made for minor unbudgeted expenses (e.g., \$50 banking fee, insurance).

4. Large Power Overlay Zone and Rocky Mountain Power Project

- The city has little leverage to influence powerline alignment decisions unless for safety reasons.
- Legal liability falls to the city if changes are forced for non-safety reasons (cost could reach millions).

- Staff recommends repealing the overlay ordinance to avoid conflicts.
- A 95-page public outreach document from Rocky Mountain Power was shared with city staff, documenting notices and alternative route studies.
- Affected residents outside the 500 ft notice radius were not contacted due to scale of the project.

Next Steps:

- Staff to begin ordinance repeal process.
- Proposal to have Rocky Mountain Power present at the July 1 or July 15 council meeting for a public update.
- Discussion included possible route changes, easement needs, and farming use under power corridors.
- Council asked for an estimated cost comparison if routes were shifted (e.g., into highway medians).

Councilman Oyler ▾ made a **Motion** to Adjourn ▾ the Work Session

Councilman Marshall ▾ **Seconded** and the motion **Passed** all in favor at 5:46 pm.

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

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

Mayor Pro Tempore Beck called the Spanish Fork City Council meeting to order on Tuesday, June 17, 2025, after receiving confirmation from staff that the proceedings were ready to begin. She acknowledged that Mayor Mike Mendenhall was out of town and formally excused him from the meeting. She noted that the remaining five members of the City Council were present and would proceed at 5:59 pm.

Councilman Tooke was assigned to offer the motivational thought and prayer, and Councilman Oyler was asked to lead the Pledge of Allegiance.

Councilmember Tooke gave the invocation.

Councilmember Oyler led the pledge of allegiance.

Mayor Pro Tempore Beck transitioned to the recognition portion of the agenda and inquired who would be presenting the scheduled acknowledgment. Assistant City Manager Tyler Jacobson responded affirmatively and introduced the Employee of the Quarter recognition.

RECOGNITION:

a. Employee of the 4th Quarter - Cassidy Thorpe

Mr. Jacobson noted that the supervisor of the recipient, Human Resources Director Kim Hall, had requested the opportunity to deliver the presentation due to the personal and detailed narrative she had prepared. He indicated that she had coordinated with the recipient's family to share a meaningful story.

Kim Hall then stepped forward and informed the Council that she had prepared approximately six pages of comments to fully illustrate the contributions of the honoree, Cassidy Thorpe, Human Resources Specialist. The Council jokingly acknowledged the length, and Ms. Hall assured them she would read quickly.

Kim Hall enthusiastically presented Cassidy Thorpe as the Employee of the Quarter, describing her as an exemplary and dedicated employee who consistently exceeded expectations. She characterized Cassidy as someone who "jumped in with both feet" from her first day on the job and never slowed down. Hall shared several examples of Cassidy's initiative and impact:

- **Policy Reform:** Cassidy identified deficiencies in the city's existing policies and took initiative to research and draft a new postpartum and paternal leave policy. This progressive benefit was later adopted by the city and has already positively impacted numerous employees and their families.
- **Mental Health Program:** Recognizing a gap in employee mental health support, Hall tasked Cassidy with developing a wellness initiative. Cassidy partnered with Erica Demister from Parks and Recreation to establish a Mental Health Wellness Program, which began as quarterly meetings and was expanded based on interest and need. The meetings provided crucial resources and peer support for employees facing emotional or psychological stress.
- **Onboarding Innovation:** Cassidy was also commended for overhauling the city's onboarding process. With over 800 new hires annually, the process had become increasingly complex. Cassidy streamlined communications and procedures, creating an efficient system that improved coordination between Human Resources and departmental supervisors.
- **Recruiting Support:** Cassidy regularly participated in interviews for benefit-eligible positions, providing valuable insights and helping hiring managers make informed decisions. Hall noted that supervisors often preferred Cassidy's presence in interviews

due to her professionalism and understanding of organizational fit.

- Cultural Contributions: Beyond her professional excellence, Cassidy was celebrated for her positive influence on workplace culture. She initiated “Fun Fridays,” organizing early morning activities like hiking, pickleball, and 5K training with her HR teammates. Her efforts fostered camaraderie and wellbeing among colleagues.

Kim Hall closed her remarks by expressing deep appreciation for Cassidy's energy, creativity, and impact. She quoted Walt Disney, saying, “It's kind of fun to do the impossible,” and added that Cassidy embodies that philosophy every day.

Cassidy took the opportunity to thank Kim, expressing that she couldn't have achieved anything without her. She extended her gratitude to Seth, Tyler, and the City Council, expressing her appreciation for Spanish Fork City and her excitement for future opportunities.

Following the presentation, Mayor Pro Tempore Beck extended heartfelt congratulations to Cassidy Thorpe on behalf of the Council and invited her to the front of the chamber for formal recognition. Cassidy was joined by her team and her husband as photos were taken. Councilmembers applauded her achievements and praised the culture of innovation she brought to the city.

Moving forward, the Mayor Pro Tempore opened the floor for public comments.

PUBLIC COMMENTS:

There were none.

Mayor Pro Tempore Beck transitioned the meeting with a solemn note. She informed those present that the city had recently lost one of its department heads to cancer. In recognition of this loss, she turned the time over to City Manager Seth Parin, offering him a few minutes to address the council and attendees.

Seth Perrins announced the passing of Brian Perry, the city's Information Systems and SFCN Director, who died the previous Monday following a brief but courageous battle with glioblastoma. City Manager Seth Perrins was invited to share a tribute. Perrins recounted the morning of Brian's diagnosis on February 5th, noting that Brian was unexpectedly absent from a scheduled department head meeting he was to host. A short time later, Perrins received word that Brian had two serious brain tumors. He spoke warmly about Brian's 15-year tenure with the city, describing him as a humble, behind-the-scenes contributor who consistently made things work without seeking the spotlight.

Perrins reflected on a recent retreat in Midway, where Brian arrived prepared with his usual black totes filled with cables and equipment. He noted that Brian's contributions extended far beyond his formal employment, having helped establish SFCN and public Wi-Fi in city parks years earlier as a volunteer. He recalled Brian's pioneering work with John in the late 1990s and early 2000s to launch "Smart Parks" in Spanish Fork. Perrins then shifted to speak about Brian's wife, Tangi, highlighting her strength and openness in sharing their journey. He

mentioned their two children, Aiden and Addie, and shared details about Brian's upcoming funeral, inviting the public to view the obituary and city tribute available via Facebook and Walker's Mortuary page.

Beyond his city role, Brian had volunteered extensively, notably assisting the county sheriff's communication team and local fire departments with radios, something he had no obligation to do, but did with enthusiasm and precision. Perrins emphasized Brian's spirit of selfless service, sharing stories of how Brian would show up unprompted to help with late-night internet issues, often bringing equipment from his own home to ensure people were connected.

Councilmember Marshall added a heartfelt comment, noting Brian had even taught his father how to use the internet, something no one else had succeeded in doing.

Perrins closed by expressing deep gratitude for Brian's impact and heartfelt sorrow over his passing.

Mayor Pro Tempore Beck followed, visibly moved. He thanked Seth for the touching tribute, remarking that no more words were needed and that Brian would undoubtedly leave a lasting hole in their hearts. She then gently transitioned the meeting to council comments, beginning with Councilmember Tooke, noting the excitement around the recent Miss Utah event.

COUNCIL COMMENTS:

Councilmember Tooke

Councilmember Tooke began his remarks by thanking Mayor Pro Tempore Beck and proceeded to share updates from the Chamber of Commerce on behalf of its president and CEO, who was not in attendance. He announced four upcoming events aimed at supporting and networking within the local business community. The first was a noon networking luncheon scheduled for June 19th at noon, to be held at the Hampton Inn. The event featured a presentation from the American Red Cross Ready Rating program and catered Hawaiian food from Good Grinds, a newly opened restaurant in Salem.

Next, he highlighted Tabitha's Way's 15-year celebration block party on June 26th, from 6 to 8 PM at their parking lot near the new location. Additionally, Tooke noted two ribbon-cutting ceremonies: one for John Byrd, a Utah Insurance Advisor, on July 9th at 765 N. Main Street, and another for Hyve Realty Group on July 16th at the Old Mint Building on Main Street.

He then transitioned to reflect on the Miss Utah competition, which he had the pleasure of attending. Tooke proudly reported that Hope King, who previously served as Miss Spanish Fork, represented the city with distinction. He explained the city's system, in which a Miss Spanish Fork titleholder prepares over the course of a year before competing at Miss Utah. Tooke was impressed by King's stage presence, talent, and composure during her private interview. He noted the enthusiastic support from her family and their custom-made badges, describing the event as a high-energy and emotional experience. Though only one

contestant was selected as Miss Utah, Tooke emphasized that King was a strong contender among the 47 participants.

In response to a question from Mayor Pro Tempore Beck, Tooke confirmed that King had won a fundraising award, raising the most money among all contestants for the pageant's cause. Though he couldn't recall the specific name of the award, he underscored that King's achievement reflected her exceptional character. Beck added that Ashley Jacks Stratton, Miss Spanish Fork 2008, had emceed the Miss Utah event and announced the winners. This brought things full circle. Tooke praised Stratton's performance and career, saying it was a joy to see her representing the community so well.

Tooke concluded his comments by mentioning his recent attendance, alongside his daughter, at a local celebration of the 250th anniversary of the U.S. Army, Marine Corps, and Navy. His daughter's involvement with the Youth City Council gave them both a reason to participate. He described the event as a meaningful and enjoyable tribute to American military tradition, expressing appreciation to organizer Becky for her efforts. Tooke closed by thanking the council and yielding the floor. Mayor Pro Tempore Beck responded with thanks and invited Councilmember Cardon to speak next.

Councilmember Cardon

Councilmember Cardon began his remarks by sharing highlights from the recently concluded Youth Arts Festival, describing it as a successful and vibrant community event. He noted that City Manager Seth Perrins had attended and invited him to share his impressions.

Perrins responded enthusiastically, calling it one of the most impressive events the city hosts, and praised the energy and joy displayed by the children participating in various arts classes.

Cardon recounted Fire Chief Hales. It was originally believed to be the Fire Marshal, Seth Perrins, and Dale Robinson who were present and engaged in the festival activities, contributing to the fun and community spirit. He reported that over 1,500 children took part in the event and announced that next year's Youth Arts Festival would follow the same schedule, with registration beginning in May and classes held during the first two weeks of June.

He then provided an update on the recent selection process for the Youth City Council leadership, noting that while the process had just wrapped up, official announcements would be forthcoming. Cardon expressed that it was an enjoyable and meaningful experience to participate in. He concluded his comments by reminding the council of the upcoming airport board breakfast scheduled for Saturday morning. He mentioned it would conveniently take place prior to the funeral services for the late Bryan Perry, ensuring there would be no scheduling conflict for attendees.

Councilmember Oyler

Councilmember Oyler went next and began by providing logistical information about the upcoming airport board breakfast, confirming it would take place from 8:00 to 10:00 AM at

the Spanish Fork Airport. He noted that the event would be held just inside the main entrance on the right-hand side and extended an open invitation to anyone interested in attending. Transitioning to his council updates, Oyler reported on two meetings held the previous week. The first was a public hearing for the Mount Nebo Water Association, where the fiscal year budget was reviewed and approved. He announced that a leadership change also occurred during that meeting, with Spanish Fork employee and Salem City Councilmember Paul Taylor appointed as the new chair of the organization. Oyler expressed confidence in Taylor's abilities, citing his deep knowledge of water-related issues.

The second meeting Oyler attended was with the South Utah Valley Municipal Water Agency, where a similar public hearing was held to approve that agency's budget, which also passed. He noted that these two hearings were part of a series of budget approvals, including another one scheduled for that night's City Council meeting. Oyler concluded by stating that he had no further updates, and Mayor Pro Tempore Beck thanked him for his report before inviting Councilmember Marshall to speak.

Councilmember Marshall

Councilman Marshall reported no new developments.

Mayor Pro Tempore Beck

Mayor Pro Tempore Beck began her remarks by referencing Councilmember Tooke's earlier mention of the 250th military celebration and noted that she had arrived at the event shortly after he had. She added that the event featured Waffle Love, which was conducting a fundraiser for veteran suicide awareness, a cause she emphasized as particularly important. She expressed appreciation for Becky, the event organizer, for not only hosting the breakfast but also distributing educational pamphlets to veterans in attendance to raise awareness about mental health resources.

Shifting to a more personal note, Beck shared her recent experiences attending the summer reading program with her grandchildren at the city library's Heritage Room. She praised the library staff for their outstanding efforts, noting that all three weekly story time sessions had been filled with children, making full use of the stadium seating. She extended her gratitude and kudos to the library team for their successful programming.

Beck then provided a brief update on the upcoming Fiesta Days magazine, stating that final proofing was underway and that residents could expect to receive it by mail around July 4th. She encouraged residents interested in participating in any Parks and Recreation activities during Fiesta Days to register online early, as events often fill up before the printed magazine arrives.

She concluded her report by turning the time over to City Manager Seth Perrins to check for any staff reports. After a brief exchange with Councilmember Oyler clarifying scheduling, the meeting transitioned to the next agenda item: the Spanish Fork 101 segment, led by Chief Hales.

SPANISH FORK 101:

A. Utah State Firefighters' Association Convention

Chief Eddie Hales addressed the council to announce that Spanish Fork would be hosting the 2025 Utah State Firefighters Convention, marking the first time the event has been held in the city since 1952—the same year the city acquired its second motorized fire pumper. Hales emphasized the significance of the event, which would bring over 300 firefighters and their spouses to Spanish Fork for professional networking, training, and organizational business. He noted the convention's theme, "Pride and Progress," reflecting both the city's and the fire department's pride in their accomplishments and continued growth. Keynote speakers Chad Hymas and Jennifer Taylor were scheduled to speak on Thursday, June 26, at the Spanish Fork Fairgrounds.

The convention would begin on Wednesday, June 25, with several recreational activities, including an ATV ride, a trap shoot, a golf tournament at The Oaks, and a poker ride through the Energy Loop. The following day would feature the keynote addresses and business meetings. That evening, a memorial service would be held at the Stake Center near Maple Mountain to honor firefighters who passed away in the previous year. Hales shared that during the event, 4,000 years of cumulative firefighter service would be recognized through awards.

He also invited the public to attend a parade scheduled for Thursday evening, beginning at Diamond Fork Middle School and ending at the All Abilities Park via 1150 East, 3rd South, and 1400 East. He encouraged residents to line the streets for what he promised would be a lively, siren-filled celebration, possibly even involving water spray. On Friday, the convention would shift to hands-on training at the fairgrounds, involving extrication exercises using crash cars and Life Flight helicopter operations for hoisting and landing zone training. Hales assured residents that these were controlled training scenarios, not real emergencies.

He concluded with pride in his team's preparation, noting that Spanish Fork had stepped in to host the event after no other city volunteered. With months of planning behind them and strong support from leadership and volunteers, he expressed confidence that it would be one of the best conventions in the event's 116-year history. Mayor Pro Tempore Beck humorously advised Hales not to make it *too* good, lest the city be asked to host again. Councilmember Oyler praised Hales's positive attitude.

Mayor Pro Tempore Beck thanked Eddie Hales once again for his work and for his contributions within the city. He then transitioned the meeting to the Consent Items listed on the agenda, labeled items A through D.

CONSENT ITEMS:

- a. Minutes Spanish Fork City Council 06-03-2025**
- b. Resolution Title VI Compliance Plan**
- c. Ochoa - 60 S 100 W Real Estate Purchase Contract**

d. Huber -80 S 100 W Real Estate Purchase Contract

Councilman Cardon ▾ made a **Motion** to Approve ▾ the Consent Items a through d
Councilman Marshall ▾ **Seconded** and the motion **Passed**

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

PUBLIC HEARING:

A. Ordinance for the Johnson-Youd Annexation

Ian Bunker, city planner, began the public hearing by introducing three annexation items on the agenda, explaining they were from May 6, when the council expressed intent to annex the parcels via resolution. He clarified that the annexations could legally proceed through this simpler process thanks to Utah State Code sections 10-2-418 and 10-2-812, which apply to islands or peninsulas of unincorporated land that are either under 50 acres or have fewer than 800 residents, and have been receiving municipal services for over a year. Since all three properties met those criteria, the city opted for a resolution-based annexation, which required a shorter process than petition-based annexations. Bunker also thanked Vaughn Pickell, city attorney, for his work preparing the ordinances and resolutions.

Bunker emphasized that because at least 30 days had passed since the resolution of intent and the city had provided the required public notice for three weeks, the council was now legally authorized to vote on the annexation ordinances. Unlike the May meeting, this session was a formal public hearing and included zoning approval as well. He shared that the Planning Commission reviewed the annexations on June 4 and supported the recommended zoning.

Focusing on the Johnson Youd parcel, Bunker described the site as roughly 18.5 acres at 300 West and 1600 North, located within the city's annexation policy and growth boundaries. While the area's general plan designation was industrial, and initial input from the Development Review Committee (DRC) on March 5 recommended I-1 Light Industrial zoning, the DRC revised that position during a follow-up meeting on April 30, ultimately endorsing RR (Rural Residential) zoning instead. This change was based on the fact that there were no current development plans for the site, and the RR zoning would allow future developers to propose formal applications with accompanying zone change requests, enabling more targeted planning decisions.

Bunker showed visuals of the parcel's location, using the council room's technology to highlight that the parcel formed part of a larger unincorporated island within Utah County.

He explained that although this annexation did not absorb the entire island, it helped reduce the size of the unincorporated area, which was in line with state guidance that prefers smaller, broken-up islands over large isolated county zones within municipal borders. He underscored that the city was already providing services to surrounding properties, further justifying annexation.

Councilmember Cardon asked for clarification on the rationale behind the switch from I-1 to RR zoning.

Bunker responded that due to the lack of a formal development application, it made more sense to start with RR zoning. Any future development would necessitate a rezoning request, which would return to both the Planning Commission and City Council for further evaluation.

Councilmember Marshall questioned why the annexation didn't include the entire unincorporated island.

Bunker explained that the annexation had been initiated by a private applicant, not the city, and the staff had decided to proceed only with the area covered in the application rather than include adjacent properties.

Councilmember Cardon excused himself at 6:38 pm and returned at 6:42 pm.

To further clarify, Community Development Director Dave Anderson added that the city had previously approached some of the surrounding landowners about annexation, but those individuals had expressed a preference to remain in the county, despite the complexities that can come with that status.

Councilmember Marshall acknowledged that remaining in the county could be a "tough spot," and Councilmember Oyler agreed, recognizing the logistical and administrative difficulties residents in unincorporated county islands often face.

Following the initial presentation and discussion of the Johnson Youd annexation, Mayor Pro Tempore Beck formally opened the public hearing phase of the meeting. At her request,

Councilman Oyler ▾ **Moved** to go into a public hearing

Councilman Marshall ▾ **Seconded** and the motion **Passed** all in favor

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

Mayor Pro Tempore Beck asked for those with public comments to come forward.

PUBLIC COMMENT:

There were none.

Councilman Tooke ▾ **Moved** to go out of a public hearing

Councilman Oyler ▾ **Seconded** and the motion **Passed** all in favor

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

As the council prepared to deliberate, Councilmember Marshall raised a concern about the annexation's limited scope. He expressed disappointment that the annexation didn't fully close the unincorporated "hole" in the area. He noted that while the Johnson Youd parcel was being annexed, the action would leave two smaller islands in place of one larger one. He acknowledged that the state prefers breaking up larger unincorporated areas but questioned whether the city should more proactively push to incorporate the entire surrounding area. He framed it as a policy dilemma, at what point should the city stop "asking nicely" and begin making stronger efforts to bring in isolated parcels for more cohesive land use management?

Vaughn Pickell, city attorney, interjected to clarify that any such move is ultimately limited by state law. While the city can initiate annexations, property owners can protest, and if a protest includes over 50% of the land area or assessed property value, the city cannot legally proceed with annexation. This puts clear boundaries around the city's annexation authority when owners resist inclusion.

Councilmember Oyler joined the conversation to support Marshall's concerns while offering additional context. He explained that the city had no pressing need to bring in the adjacent parcels, and without property owner consent or development pressures, there was no compelling reason to force annexation. However, he did note that the entire area is designated industrial under the city's general plan, and when development proposals eventually arise, that planning context will be relevant.

Marshall added that this would make for a complicated land use conversation in the future, as Spanish Fork would then have residents within the city abutting potential industrial projects in still-county parcels. Those residents wouldn't necessarily have the same platform for input as developers within city limits, which he noted could be inequitable. While recognizing that property owners had declined annexation, he reiterated his preference for a more unified, comprehensive approach.

Returning to the procedural matter, Mayor Pro Tempore Beck called for a motion.

Councilman Tooke ▾ **Moved** to Approve the proposed ordinance to approve the **Johnson-Youd Annexation with R-R zoning based on the following findings:**

- 1. That the subject property is located within the city's Annexation Policy Boundary and Growth Management Boundary.**
- 2. That the city is currently providing services to other properties in the immediate vicinity.**
- 3. That the proposed Annexation would reduce the size of an existing island of unincorporated area.**

Councilman Cardon ▾ **Seconded** and the motion **Passed** with a roll call vote

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

Mayor Pro Tempore Beck moved to the next item 9B the Ordinance for the Peterson River Bottoms Road Annexation.

B. Ordinance for the Peterson-River Bottoms Road Annexation

City Planner, Ian Bunker, introduced the second annexation item of the evening, humorously noting that each successive annexation was decreasing in total acreage, starting with Johnson Youd and now moving to a smaller 4-acre parcel located at approximately 860 South River Bottoms Road. Using visual aids, Bunker showed the location of the property and explained that its general plan designation was a combination of medium and high-density residential.

Bunker described the annexation as closely related to an already-approved residential development, the Riverrun Subdivision. In this case, the annexation was necessary because the developer was required to complete public improvements along River Bottoms Road, and in order to do so, the right-of-way for the road itself had to be formally annexed into Spanish Fork City. The initial application was reviewed by the Development Review Committee (DRC) in November 2024, and at that time, it only included the roadway's right-of-way.

In a development since then, Bunker shared that an adjacent property owner to the northeast had opted to join the annexation effort, expanding the boundary slightly. He extended thanks to City Surveyor Travis Warren for working through the complex boundary adjustments and preparing the updated plat map. Because of this expansion, the annexation

now included two distinct areas, each requiring different zoning designations.

Bunker explained that the R3 zoning designation, appropriate for medium- to high-density housing, would be applied to the portion of land associated with the Riverrun development and roadway. Meanwhile, the RR (Rural Residential) zoning designation was recommended for the adjacent property owner's land, as that property was not connected to Riverrun, had no development plans, and therefore did not warrant higher-density zoning.

Bunker stated that both city staff and the Planning Commission recommended approving the annexation with the proposed split zoning. He then outlined the three findings supporting the recommendation:

1. The subject properties lie within both the annexation policy boundary and growth management boundary of Spanish Fork City.
2. The area's general plan designation is primarily medium-density residential, with a smaller section marked as high-density residential.
3. The annexation is necessary to resolve a boundary issue that affects the progress of the Riverrun Subdivision.

Bunker paused after realizing a typo in the presentation, which incorrectly referenced the parcel size as 50 acres instead of the correct 4 acres.

Both Councilmembers Marshall and Oyler reassured him that the correct figure was clearly listed in the official staff report.

Mayor Pro Tempore Beck then asked if Bunker had any additional comments. When he confirmed he had finished, she opened the floor for questions from the council before transitioning the meeting into the public hearing phase.

Councilman Cardon ▾ **Moved** to go into a public hearing

Councilman Marshall ▾ **Seconded** and the motion **Passed** all in favor

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

The Mayor Pro Tempore held the public hearing and invited any members of the public to come forward and speak, requesting that they state their name for the record.

PUBLIC COMMENT:

As the public hearing opened, Karen Olson, a property owner newly added to the annexation boundary, stepped forward to address the council. She introduced herself and expressed two primary concerns: first, she wanted reassurance that her family would not lose their well rights upon being incorporated into the city, and second, she asked whether owning horses would be an issue under city jurisdiction.

Councilmember Oyler immediately responded with a clear "No" to both concerns. He affirmed that her rights to her well would not be affected, and that keeping horses within city limits was allowed, adding lightheartedly, "Hopefully you get more horses." Olsen replied with a smile, noting they had just added another horse and now had three.

Seth Perrins then added a practical clarification, noting that if their well were ever to dry up or fail, they would now be eligible to connect to the city's water system, a benefit they did not have while in the county.

Olson responded that such a connection would be technically possible but potentially expensive due to the location of the canal beneath the road, making it a complex and costly engineering task.

City Manager Seth Perrins confirmed that access to city water would now be available, though Olsen would need to cover the cost of installation.

Olson then asked if being annexed would trigger any obligations for curb and gutter installation.

Councilmember Oyler clarified that no such improvements would be required unless they chose to develop their property, such as by building a new home. At that point, only the frontage of the developed portion would be required to have improvements, not the entire length of the property.

Councilmember Marshall confirmed that there was no blanket requirement unless they voluntarily initiated development.

Mayor Pro Tempore Beck then asked a civic question: with the annexation, would the Olson family now be eligible to vote in city elections?

Councilmember Oyler responded affirmatively, stating that they were now official residents of Spanish Fork and eligible to vote. He added that while they could vote, they couldn't run for city council until after being residents for at least one year.

Mayor Pro Tempore Beck concluded the exchange by thanking Karen Olson for her questions and participation. Olson expressed her gratitude and returned to her seat.

With no further public comments, Mayor Pro Tempore Beck asked for a motion to close the public hearing.

Councilman Oyler ▾ **Moved** to go out of a public hearing

Councilman Marshall ▾ **Seconded** and the motion **Passed** all in favor

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

After public comment concluded, Councilmember Oyler raised a follow-up question to clarify ownership and responsibility for the roadway included in the annexation. Referring to the annexed section of River Bottoms Road, he asked whether the road would become city-owned and who would be responsible for its maintenance, whether it remained a county asset or would transfer to city control.

In response, city staff confirmed that the road would become property of Spanish Fork City upon annexation.

Oyler acknowledged the change, stating that the city would now assume responsibility for maintenance tasks, including asphalt repairs and snow removal. He joked that previously, city snowplows might have been lifting their blades momentarily when crossing into county-controlled road segments, only to lower them again on the other side.

Mayor Pro Tempore Beck then moved the meeting forward by requesting a formal motion on the annexation ordinance.

Councilman Oyler ▾ **Moved** to approve the **Approve the proposed ordinance to approve the Peterson River Bottoms Road Annexation with R-3 and R-R zoning based on the following findings:**

- 1. That the subject property is located within the City's Annexation Policy Boundary and Growth Management Boundary.**
- 2. That the City's General Plan Land Use Designation for the annexation area is Medium Density Residential with a small portion in the High Density Residential Designation.**
- 3. That this annexation is needed to solve a boundary issue for the River Run residential development.**

Councilman Marshall ▾ **Seconded** and the motion **Passed** with a roll call vote.

Kevin Oyler	Yes
Jesse Cardon	Yes
Stacy Beck	Yes

Landon Tooke	Yes
Shane Marshall	Yes

C. Ordinance Approving the Creekside Annexation

City Planner Ian Bunker introduced the third and final annexation item of the evening, one of the smallest on record. The parcel in question, located at 1527 South Main Street, measured only 0.32 acres and was part of the larger Creekside Village development. Bunker explained that the parcel's general plan land use designation was mixed use, and a portion of it also extended into a floodplain. He noted that this annexation was being proposed to correct a boundary error, similar to the River Bottoms Road annexation discussed earlier. In this case, part of the Creekside Village parcel was already within Spanish Fork City, while a small fragment remained outside in unincorporated Utah County, creating a legal and zoning inconsistency.

Because the city cannot apply zoning regulations to land outside its boundaries, annexation of this fragment was necessary to ensure uniform zoning and regulatory oversight. Bunker presented the plat map, showing how the annexation would cleanly fold the entire parcel into the city's boundaries. Staff and the Planning Commission both recommended that the parcel be annexed with R4 zoning, appropriate for higher-density residential development.

Bunker listed the formal findings supporting the recommendation:

1. The subject parcel is within the city's annexation policy and growth management boundaries.
2. The general plan designates the area as mixed use.
3. A majority of the overall parcel (25:28:111) is already inside city limits.
4. The parcel is part of the larger, previously approved Creekside Village development.

Councilmember Marshall asked if this annexation would essentially “fill in the gaps” in the city boundary.

Bunker confirmed that it would, describing the irregular boundary lines between the city and the county as the result of previous inconsistencies, possibly a surveying error.

City Manager Seth Perrins elaborated, comparing the mistake to a situation where a legal description “zigged instead of zagged”, resulting in only part of a parcel being annexed in the past.

Councilmember Oyler noted that the city's zoning map clarified the error more visibly. He questioned why the previous annexation had not followed the full parcel boundaries, pointing specifically to another odd configuration in the McKell property to the north.

Bunker and other staff explained that the red-shaded section being annexed was actually part of the green parcel to the west, and that earlier mapping likely misrepresented the property lines during prior annexations.

Vaughn Pickell and Jordan Hales joined in to confirm that this scenario, while rare, was not unprecedented and typically resulted from imprecise legal descriptions in past documents.

Oyler continued probing, pointing out that the white lines on the map, the legal parcel lines, suggested that other similar boundary misalignments might exist. He noted that residents on those parcels could be paying taxes to both the city and the county depending on how boundaries were mistakenly drawn.

Staff responded that the annexation under consideration was correcting one of those legacy errors, and that similar anomalies in adjacent properties (such as the McKell parcel) might need to be addressed in the future.

Councilmember Marshall joked that these kinds of mistakes are often the result of “engineers zagging instead of zigging,” drawing laughter from the group.

Pickell confirmed that the current annexation was not creating a new problem, but rather resolving one made years ago.

With the technical questions resolved, Mayor Pro Tempore Beck asked for a motion to enter a public hearing.

Councilman Marshall ▾ **Moved** to go into a public hearing

Councilman Oyler ▾ **Seconded** and the motion **Passed** all in favor

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

Mayor Pro Tempore Beck opened the public hearing and invited any members of the public to come forward and speak, requesting that they state their name for the record.

PUBLIC COMMENT:

There were none.

Following the close of the public hearing, Mayor Pro Tempore Beck asked for a motion to exit the public hearing.

Councilman Marshall ▾ **Moved** to go out of a public hearing

Councilman Cardon ▾ **Seconded** and the motion **Passed** all in favor

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

Mayor Pro Tempore asked for a motion.

Councilman Cardon ▾ **Moved to Approve the proposed ordinance to approve the Creekside Annexation with R-4 zoning based on the following findings:**

- 1. That the subject property is located within the City's Annexation Policy Boundary and Growth Management Boundary.**
- 2. That the City's General Plan Land Use Designation for the annexation area is Mixed Use.**
- 3. That a majority of parcel 25:028:0111 is already within the City.**
- 4. That this parcel is a part of the Creekside Village development.**

Councilman Marshall ▾ **Seconded** and the motion **Passed** with a roll call vote.

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

Mayor Pro Tempore Beck introduced the next item on the agenda, Item D, the Larson Ranch rezone ordinance, and invited Dave Anderson, Community Development Director, to present the proposal.

D. Ordinance Approving the Larson Ranch Rezone

Anderson explained that the subject property encompassed just over 9 acres, located near 1200 South and 2000 West, and was part of the Larson Agricultural Protection Area. He provided zoning context, noting that up until just a few years ago, the parcel had been zoned Rural Residential (RR), and that the current request was to downzone it from its present designation, R-1-30 (Single-Family Residential, 30,000 sq ft min. lots), back to Rural Residential.

Anderson pointed out that this type of zoning change, from a more dense to a less dense category, was relatively uncommon and was referred to as a “down zone.” He provided historical background: the current R-1-30 zoning had been applied a few years prior to accommodate a subdivision development, which created a smaller, roughly 30,000 sq ft lot within the area. This zoning worked for that subdivision; however, the applicant was now seeking to rezone the larger residual parcel, the 9-acre tract, back to RR, in alignment with its actual use and surroundings.

He clarified that city staff supported the request, as did the Planning Commission, noting there was no foreseeable downside to approving the rezone. Anderson outlined several key findings justifying the recommendation:

Anderson noted that one concern often raised with down zoning was the risk of making a property nonconforming, for instance, if the lot size no longer meets the new zoning standard. In this case, however, the 9-acre parcel exceeds the RR minimum, and the only nonconforming feature, the house’s front setback, already existed. He reassured the council that the zoning change would not significantly impact the property’s compliance status and that there were no material complications from a land use perspective.

Councilman Oyler ▾ **Moved** to go into a public hearing

Councilman Marshall ▾ **Seconded** and the motion **Passed** all in favor

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

The Mayor Pro Tempore opened the public hearing and invited any members of the public to come forward and speak.

PUBLIC COMMENT:

There was none.

Following the close of the public hearing, Mayor Pro Tempore asked for a motion to exit the public hearing.

Councilman Oyler ▾ **Moved** to go out of a public hearing

Councilman Tooke ▾ **Seconded** and the motion **Passed** all in favor

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

Mayor Pro Tempore asked for a motion.

Councilman Marshall ▾ **Moved to Approve the proposed ordinance to approve the Larson Ranch Zoning Map Amendment based on the following findings:**

- 1. That the subject property is located in the Larson Agricultural Protection Area.**
- 2. That the existing home currently fails to meet the front setback for the R-1-30 Zone which would also be the case in the Rural Residential Zone, making the subject property no less conforming.**
- 3. That the subject property contains more than 5 acres, the minimum size required for one home in the Rural Residential Zone.**
- 4. That much of the subject property has recently been used for agricultural purposes.**
- 5. That most of the surrounding properties are currently zoned Rural Residential.**

Councilman Cardon ▾ **Seconded** and the motion **Passed** with a roll call vote.

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

Mayor Pro Tempore Beck introduced the final public hearing of the evening, Item 9E, a resolution to approve budget revision #2 for fiscal year 2025. She handed the time over to Jordan Hales.

E. Resolution approving Fiscal Year 2025 Budget Revision 2

Jordan Hales, the City's Finance Director, began by acknowledging that the evening's agenda included significant financial discussions due to the finalization of the Fiscal Year 2026 budget and a concurrent revision to the Fiscal Year 2025 budget. He referenced the budget PDF being displayed by Jack and noted that the changes being proposed were not major. Specifically, he outlined that both revenues and expenses in the general fund were slightly adjusted. A critical proposal included the transfer of \$750,000 from the general fund to the capital projects fund.

As Jack scrolled to the relevant revenue table, Jordan explained the color-coded budget

columns: the red represented the proposed revision, green showed revision one, and black detailed changes. The general fund revenues were increasing by \$657,000, transfers out were increasing by \$750,000, and expenditures were rising by \$386,000. Jordan reassured the council that revenues were trending slightly higher than anticipated, while expenditures were under budget. This financial positioning supported their ability to transfer funds without jeopardizing the fund balance, which was still projected to grow.

Jordan further elaborated on the concept of a “balanced budget,” responding to earlier discussion in a work session. He clarified that a balanced budget does not always mean revenues exceed expenditures. Sometimes the City draws on reserves to balance, indicated by negative numbers in the red column. Conversely, positive numbers indicated additions to reserves. He emphasized the flexibility allowed by maintaining healthy reserves and used this explanation to contextualize the current adjustments.

Later, Jordan addressed a concern raised during the work session, reiterating that although the revised budget showed a \$300,000 draw from reserves, he anticipated a much better fiscal outcome. He projected the fund balance would end approximately \$700,000 higher than expected, a net positive result, due to stronger-than-expected revenue performance and responsible spending. Thus, rather than reducing reserves, the City would actually be enhancing them, while still transferring \$750,000 into capital projects.

Councilmember Oyler briefly revisited the earlier work session conversation, asking Jordan to expand on the difficulty of achieving a “zeroed out” budget. He emphasized how Jordan had previously explained the nuances and common misconceptions about balanced budgets. Later, Oyler acknowledged the expected final fund balance improvement, summarizing that rather than using reserves, the City was in a position to add to them.

Councilmember Marshall echoed the clarification, pointing to the visual representation of a negative balance in the red column. She asked for confirmation that despite the appearance, the City anticipated a positive outcome by the end of the fiscal year. Jordan affirmed this, and Marshall continued, ensuring that “higher” meant a positive increase, not a deeper deficit.

Later, Jordan summarized the budget adjustments for the capital projects fund, explaining that the City was formalizing previously approved land purchases by reallocating funds. He acknowledged the initial assumptions at the beginning of the year, contrasted them with subsequent decisions, and recognized that the fund was being made whole through transfers from the general fund.

Jordan transitioned to a review of the capital projects fund, highlighting a major adjustment: an increase in the land acquisition budget from \$650,000 to \$2 million. He explained this was driven by opportunities to purchase properties that became available sooner than expected. Since such opportunities are often time-sensitive, the City moved quickly to secure them, necessitating the budget increase. He reassured the Council that, despite the large expenditure, the fund’s balance was still projected to increase by \$220,000, mainly due to the earlier discussed general fund transfer.

He further detailed that this fund was earmarked for land and building-related expenses,

including projects like converting the old library into recreation offices. Jordan noted limited revenue streams for this fund, with the primary sources being interest earnings and occasional contributions like the county's participation in a capital project, which accounted for about \$100,000 in this revision.

Moving on, Jordan reviewed budget revisions for the airport fund and gun club enterprise fund. The airport fund required a revision due to two factors: the "Wings and Wheels" event exceeding budget and unexpected air traffic planning expenses. As a result, expenses increased by \$136,000, while revenues decreased by \$64,000, a net unfavorable change. Jordan clarified that no major shifts were expected in the remaining two weeks of the fiscal year.

Regarding the gun club, he explained operational changes due to the introduction of a sporting clay course and increased staffing needs. These led to a \$37,000 increase in part-time wages and a total expense increase of \$90,000. However, revenues were projected to increase by \$98,000, more than covering the added costs. Jordan described the gun club as experiencing "growing pains" and noted this revision as part of adapting to those changes.

He concluded by stating that no changes were made to the LBA (Library Board Authority) budget, so no public hearing was necessary for that item.

Councilmember Oyler confirmed with Jordan that the airport fund budget was not expected to change significantly in the final weeks of the fiscal year, unlike the general fund, which had room for positive variance.

Mayor Pro Tempore Beck confirmed there were no further questions and proceeded to call for a motion to enter the public hearing phase, wrapping up this portion of the council meeting.

Councilman Tooke ▾ **Moved** to go into a public hearing

Councilman Cardon ▾ **Seconded** and the motion **Passed** all in favor

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

The Mayor Pro Tempore opened the public hearing and invited any members of the public to come forward and speak, requesting that they state their name for the record.

PUBLIC COMMENT:

There were none.

Councilman Cardon ▾ **Moved** to go out of a public hearing

Councilman Marshall ▾ **Seconded** and the motion **Passed** all in favor

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

Following the close of the public hearing, Mayor Pro Tempore Beck asked for a motion.

Councilman Tooke ▾ **Moved** to approve the **Resolution approving Fiscal Year 2025 Budget Revision 2**

Councilman Marshall ▾ **Seconded** and the motion **Passed** with a roll call vote.

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

Mayor Pro Tempore moved on to item 10, New Business.

NEW BUSINESS:

A. Amended Development Agreement for the Villas at Annie's Acres, a planned senior community

Vaughn Pickell introduced the proposed amendment to the Annie's Acres development agreement, explaining that it would replace the previous agreement due to increased growth in the area. The new project, The Villas at Annie's Acres, was described as a senior community for residents 55 years and older, consisting of 103 residential units. He outlined that the agreement addressed several items, including landscaping and amenities, and was a condition of the final plat approval.

He noted that the visual exhibit presented should replace sheet 30 of the original Annie's Acres development agreement due to the outdated nature of the existing sheet. The updated exhibit included the new clubhouse and pool layout, along with perpendicular parking configurations along the roadways, which differentiated it from the previous version.

He confirmed that the exhibit details should be aligned with the approved final and

construction plans , not just the versions in the meeting packet. Pickell added that Exhibit E in the agreement concerned a monument sign easement. The agreement would grant the developer the right to install and maintain a monument sign on a city-owned parcel at the project's entrance, in exchange for their ongoing maintenance of the parcel and the sign.

Pickell acknowledged that the applicant was present and available for questions. He also addressed a concern raised by Councilmember Oyler, assuring the Council that access for adjacent property owners , especially regarding equipment movement , would be maintained. He affirmed this needed to be put on the record.

Vaughn Pickell reviewed the exhibits in the development agreement and emphasized that the final and construction plans approved by the Development Review Committee (DRC) should supersede any other exhibits included in the council's packet. He noted that this would ensure accuracy and alignment with approved documentation. He also confirmed that the city would grant an easement for the entry sign and that the developer would maintain the city parcel as part of the agreement.

Later, Pickell clarified a question regarding the road elevation issue, confirming that a different project, unrelated to Villas at Annie's Acres, was responsible for potential elevation changes near River Bottoms Road. He confirmed that Bradford Lane, which borders the development, would remain in its current configuration for now. He did note, however, that changes were anticipated at the southern connection with South Lane, though these did not impact the current project.

Finally, Marshall raised a concern from a neighboring property owner about a stormwater drainage pipe. The pipe, running from the south side of Bradford through the new development into Mill Race and ultimately the fairground ditch, was important to prevent flooding. Marshall confirmed with staff that this drainage had been accommodated and improved, thus addressing the concern.

Councilmember Cardon requested that the council officially acknowledge an email received earlier that day regarding construction access and grading on an adjacent property. He expressed the importance of maintaining access for the neighboring property owner's equipment and asked that this be formally included in the record. He reiterated his concern about maintaining clear in-out access and was assured by Vaughn Pickell that this requirement would be met.

Councilmember Marshall raised an additional issue about the elevation near River Bottoms Road, which was clarified by Jered Johnson as unrelated to this project. He then transitioned the focus back to Bradford Lane, stating that while the road currently remains unchanged, it was a notable improvement from its previous condition.

Councilmember Marshall emphasized another concern from the property owner regarding stormwater flow through the area. He expressed the need to prevent water backup into her field and confirmed with staff that multiple drainage paths had been put in place, ensuring adequate flow and system improvement.

Jered Johnson provided clarifications throughout the discussion, confirming that the Villas at Annie's Acres project did not border the area of concern near Sue Adverts' property.

Councilmember Oyler further verified that the Bradford Lane configuration would not be modified at this time, aside from the southern connection to South Lane, which would see improvements.

Jered Johnson emphasized that the stormwater pipe system had been designed to accommodate runoff efficiently and prevent backup, affirming staff's confidence in the revised drainage infrastructure.

Mayor Pro Tempore Beck acknowledged the discussion and confirmed that all concerns had been addressed. With no additional questions or comments, he called for a motion to proceed, signaling the conclusion of this agenda item's deliberation.

Councilman Cardon ▾ **Moved** to approve the **Amended Development Agreement for the Villas at Annie's Acres, a planned senior community and items in the staff report.**

Councilman Marshall ▾ **Seconded** and the motion **Passed** with a roll call vote.

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

B. Ordinance Amending Appendix L to the building code in section 14.04.010 of the Spanish Fork Municipal Code pertaining to Firefighter Air Replenishment Systems

Jason Turner addressed the council to provide clarity on Appendix L in the city's building ordinances. He explained that the original adoption of Appendix L had left some ambiguity, and the proposed revisions aimed to make the language more understandable. The primary purpose of Appendix L was to provide a lifeline for firefighters operating inside large commercial structures. Turner detailed that the revised ordinance increased the threshold for requiring firefighter air systems from 250,000 square feet to 500,000 square feet, aligning more realistically with the size of new warehouse developments in the northwest area of town.

He used as an example a warehouse currently under construction west of the airport, which measures exactly 500,000 square feet. That facility would not require the firefighter air system due to having been approved before the original Appendix L was adopted, but going forward, similar-sized buildings or larger would be required to implement such systems. Turner described how the appendix now provided updated scope definitions, including

requirements for buildings five stories or more above ground and for any structure that might exceed three stories below grade, though he noted that such subterranean development was unlikely due to water table levels.

He clarified that residential buildings and homes were explicitly exempt, stating that only structures covered under commercial codes were affected. He explained that builders could design structures strategically to avoid triggering the air system requirement, such as by using firewalls to segment the building into smaller areas under the 500,000 square foot limit. While he encouraged the installation of the system in any large structure for safety, he emphasized that such cases would not be mandated under the clarified rules.

Turner continued by discussing the location provisions in the revised appendix, which gave the Fire Marshal discretion to work collaboratively with developers to design efficient systems. He cited a case where one developer initially planned for 36 air fill stations, when only six were necessary. This collaborative approach helped reduce unnecessary costs and ensured the system design aligned with actual risk factors, like high-pile storage areas and office locations.

Councilmember Marshall interjected with a lighthearted comment, joking that he wouldn't need the system in a hypothetical 600,000 square foot house, to which Jason replied affirmatively, adding that sprinklers would suffice for such a residence. Later, he affirmed Turner's objective of ensuring firefighter safety, expressing his support for the rule's consistency.

He emphasized the importance of having clear, consistently enforced rules, especially for structures over the threshold. He appreciated the logic and care behind the ordinance and voiced confidence in the revisions.

Seth Perrins reflected on the evolution of Appendix L, acknowledging that the process had gone through several iterations. He noted that the current version was much clearer and commended Jason and the team for their work. He appreciated how the language now made it easier for developers to understand what was required of them and hoped it would eliminate confusion, particularly regarding the placement and number of fill stations.

Vaughn Pickell confirmed Seth's timeline and contributed support throughout the discussion, affirming the thoroughness of the revision process.

Seth Perrins added context to the revision by highlighting past confusion surrounding the location section. Specifically, some earlier drafts had implied that fill stations had to be spaced 200 feet apart, when in fact the intent was to ensure that no point inside the building was more than 200 feet away from a fill station — allowing for 400-foot intervals between them if properly positioned. Perrins praised the effort to clarify this and acknowledged Jason's willingness to provide guidance to developers. He mentioned that confusion still exists for simpler items like fire extinguishers, so the same learning curve could be expected here.

Perrins addressed the financial implications of the ordinance, noting that the only negative feedback so far had related to cost. He cautioned the council that developers might push

back on being required to implement the system, but reiterated that life safety remained the priority. He framed the issue as a balance between cost and public and firefighter safety.

Seth Perrins praised the ordinance's flexibility, stating that it gave developers multiple options to improve safety without always requiring a full system. However, he acknowledged that if a developer chose to construct a large, undivided space, the air system would be mandatory, and they would need to accept the associated cost. He agreed with Turner's hope that, as more of these systems were installed, the price might come down, much like fire alarm and sprinkler systems had over time.

In closing, Turner emphasized that the ultimate goal of the ordinance was to save lives, not only of the building occupants but also of the firefighters. He explained that the leading cause of firefighter fatalities in large structures was disorientation and air exhaustion. The air systems would allow firefighters to plug in if they ran out of air and trigger an alert on the fire panel, enabling incident commanders to quickly locate and assist them. Turner underscored the practical importance of this safety net.

Mayor Pro Tempore Beck closed the discussion by thanking Jason Turner and the staff for their diligent work on the ordinance. With no further questions or objections from the council, she asked for a motion to proceed with the ordinance adoption.

Councilman Oyler ▾ **Moved** to approve the **Ordinance Amending Appendix L to the building code in section 14.04.010 of the Spanish Fork Municipal Code pertaining to Firefighter Air Replenishment Systems**

Councilman Marshall ▾ **Seconded** and the motion **Passed** with a roll call vote.

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

Mayor Pro Tempore Beck introduced Item 10C, describing it as a resolution to approve the Fourth Amended and Restated Interlocal Agreement pertaining to the construction, usage, and ongoing maintenance of the joint wastewater treatment facility and joint trunk lines. He then turned the floor over to city staff for further details.

C. Resolution approving Fourth Amended and Restated Interlocal Agreement for Construction, Use, and Maintenance of Joint Wastewater Treatment Facility and Joint Trunklines

Jordan Hales began by acknowledging, in jest, that although the topic of wastewater is typically Corey's domain, he was presenting in Corey's absence. Hales emphasized that while

he may not be an expert in wastewater treatment, he was well-versed in the financing aspects of the facility. He explained that this was the fourth amendment to the interlocal agreement between the cities involved, necessitated by a new round of debt issuance which had occurred since the previous (third) amendment. He noted that this agreement primarily clarified the debt structure and payment responsibilities, especially concerning Mapleton City, which owns 20% of the plant and, accordingly, is responsible for 20% of the total debt.

Hales elaborated that the debt had been issued by Spanish Fork City, and Mapleton reimburses Spanish Fork for its share, enabling the City to make consolidated payments. The amendment also outlined the allocation of grant funds received over time and their role in funding the project. He emphasized that this resolution was largely procedural, intended to memorialize the full financial structure and activity that had already occurred.

Councilmember Marshall asked for clarification on what specific change prompted this amendment.

Jordan Hales replied that the addition was due to the issuance of another round of debt, not a change in scope or cost.

Marshall inquired whether this was consistent with the original guaranteed maximum price (GMP) for the project and whether the City was incurring any new financial obligations.

Hales confirmed that all debt issued remained within the previously approved GMP, and no additional financial burden beyond what had already been agreed upon was being added.

Seth Perrins confirmed from memory that the original funding plan, passed during COVID-19, had involved an \$80 million issuance at a remarkably low 1% interest rate, and that this amendment simply brought the existing agreement up to date. He reiterated that this was a clean-up action to align the formal interlocal agreement with current financial realities, not an expansion or escalation of the project's budget.

Hales reiterated that this amendment was about formalizing events already completed, including the final round of debt issuance, and ensuring the agreement reflected the actual financing structure and cost sharing between the partner cities.

Mayor Pro Tempore Beck shared her experience touring the new wastewater treatment facility the previous week. She expressed amazement at the modern technology and how clean and refined the facility appeared, noting that from the outside, one would not even know it was a treatment plant. However, she humorously acknowledged that the presence of water basins would quickly reveal its purpose.

Seth Perrins described a feature of the new plant that had been pointed out to him during the tour. He noted that almost every major piece of equipment had a white ventilation pipe extending from it, designed to extract odors from the system and carry them away to an unspecified location. He humorously suggested bottling the odor for use as a disciplinary tool for children, joking about the creation of a "Spanish Fork Wastewater" flavored Harry Potter jelly bean.

He also emphasized how the upgrade from the old facility to this new plant would significantly improve the work environment for staff, reducing odor and enhancing working conditions.

Councilmember Marshall confirmed that the amendment did not alter the approved financial ceiling or scope of the project, affirming his comfort with the resolution. He acknowledged the complexity and long-term nature of wastewater projects and appreciated the efforts to bring the formal documentation up to date.

Mayor Pro Tempore Beck summarized the discussion and opened the floor for questions. With no further inquiries, he called for a motion to approve the resolution, marking the conclusion of deliberations on Item 10C.

Councilman Oyler ▾ Moved to approve the **Resolution approving Fourth Amended and Restated Interlocal Agreement for Construction, Use, and Maintenance of Joint Wastewater Treatment Facility and Joint Trunklines**

Councilman Cardon ▾ Seconded and the motion **Passed** with a roll call vote.

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

Mayor Pro Tempore Beck introduced the final item under new business: the resolution approving the Fiscal Year 2026 budget.

D. Resolution Approving Fiscal Year 2026 Budget

She welcomed back Finance Director Jordan Hales to present the concluding item of what had been referred to humorously throughout the meeting as “budget night.”

Jordan Hales began by summarizing the budget process, noting that the tentative budget had been presented in early May, and had since been publicly available for review. A public hearing was held two weeks prior, but he expressed disappointment that no members of the public attended or commented on the budget. Hales confirmed that since the tentative presentation, general fund revenues had increased by over \$100,000, while expenses had only gone up about \$10,000. One notable change involved the Verk Capital Project, whose expenditures were now expected to fall into Fiscal Year 2026 instead of 2025. Other changes were described as “immaterial,” meaning too small to significantly impact the budget.

Responding to a question from Councilmember Oyler, Hales cited the certified property tax rate for the upcoming fiscal year as 0.000986, or just under 1%. He explained that this rate is calculated to generate the same amount of revenue as the prior year, and if the city wanted

to exceed that amount, it would need to go through the Truth in Taxation process, which includes additional public notice and hearings.

Hales clarified that this rate applied only to the city's portion of property taxes. Other entities, such as the school district, Utah County, and the Central Utah Water Conservancy District, each have their own tax rates, though all are consolidated into a single tax bill managed by Utah County. The city's rate had gone down compared to the prior year, even though individual tax bills might still rise due to increased property values or rate changes from other taxing bodies.

Mayor Pro Tempore Beck acknowledged that while the city's rate had declined, fluctuations in property values made tax discussions complex and sometimes misleading for residents.

Councilmember Oyler clarified that the city was not increasing property taxes, and any increase seen by residents would stem from property assessments or changes by other entities.

Councilmember Marshall inquired whether public comments on the budget could be submitted online, or if residents were required to attend meetings in person.

Hales responded that no formal online submission method existed for the May presentation, but residents were invited to visit him at the city offices or library. He added that his email address was publicly available for any inquiries, though budget-related outreach from residents was rare.

Oyler mentioned the availability of Podium, a text-based feedback tool, as a potential channel for submitting questions.

Councilmembers Oyler and Marshall complimented the budget presentation, particularly the introductory summary pages, which clearly highlighted major changes and made the document more visually accessible and understandable.

Mayor Pro Tempore Beck agreed, describing the final document as digestible and user-friendly, and credited Carson for assisting in its design and formatting.

Councilman Oyler ▾ **Moved** to Adopt the **Resolution Approving Fiscal Year 2026 Budget**

Councilman Tooke ▾ **Seconded** and the motion **Passed** with a roll call vote.

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

After the vote, Councilmember Oyler posed a procedural question: what would happen if a city council failed to approve a budget?

Jordan Hales responded that the tentative budget, which had been previously approved, would serve as the interim operating budget until a final version was passed. He explained that if a tax increase above the certified rate were being considered, the City would follow the Truth in Taxation process, including an August public hearing, after which a final budget could be adopted. Hales concluded that in the event of a delay, the tentative budget would remain in effect to ensure operational continuity.

Mayor Pro Tempore Beck announced that it was time to adjourn the City Council meeting and move into the Redevelopment Agency session. She inquired whether a formal motion was required to make this transition and addressed Tara for procedural confirmation. Upon receiving affirmation, she requested a motion from the council.

Councilman Cardon ▾ **Moved** to approve the **adjourn to the Redevelopment Agency**

Councilman Oyler ▾ **Seconded** and the motion **Passed** with a roll call vote at 7:44 pm

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

ADJOURN TO REDEVELOPMENT AGENCY:

RDA CONSENT:

A. RDA Meeting Minutes 06-03-2025

Director Cardon ▾ **Moved** to approve the **Approve the RDA Meeting Minutes 06-06-2025**

Vice Chair Beck ▾ **Seconded** and the motion **Passed** with a all in favor

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

RDA PUBLIC HEARING:

A. RDA Resolution Approving Fiscal Year 2025 RDA Revision 2 Budget

Jordan Hales discussed updates to the Redevelopment Agency (RDA) budget, focusing first on the North Industrial Project Area near the airport. Staff reported that approximately \$2 million had been spent on piping a ditch in that area, exceeding the originally budgeted amount of \$1.8 million. This resulted in a \$195,000 adjustment to the budget. The project was partially funded through RDA bonds and executed in coordination with the City. It was noted that interest had been earned on the cash in the fund, and approximately \$200,000 remained, which was anticipated to be spent over the next one to two years.

Director Marshall asked for clarification regarding a negative amount shown in the fund report. Staff explained that the fund began the fiscal year with approximately \$2.2 million, and although only \$35,000 in revenue came in during the year, the expenditures were covered by the existing fund balance. The analogy was made that, similar to a personal bank account, the balance at the top represented available funds, and the expenditures simply reduced that balance without being replenished by new revenue. Councilmembers confirmed their understanding following this explanation.

It was further clarified that this RDA had reached the end of its 25-year lifespan and was no longer generating revenue. The remaining balance would be spent down over time, and once fully expended, the RDA would be closed and no longer require reporting.

Jordan Hales then reviewed the Sierra Bonita RDA, which covers the Young Living expansion area. This RDA operates as a pass-through entity, distributing tax increment revenues resulting from the expansion. Staff noted that while \$114,000 and then \$161,000 had been received in previous years, the current year's amount reached \$260,000, exceeding expectations due to an apparent increase in property valuation. All funds received through this RDA were fully distributed, with portions going to the Nebo School District and Young Living, as outlined in the agreement.

Staff also reported minor adjustments in this fund, including \$50 in unbudgeted banking fees and insurance charges that had not been included in the initial budget. These omissions were corrected to ensure compliance. The Council was informed that a public hearing would be held for the RDA fiscal year 2025 budget, and there were no additional questions from the Council at that time.

Director Marshall ▾ **Moved** to go into a public hearing

Director Cardon ▾ **Seconded** and the motion **Passed** all in favor

Kevin Oyler	Yes
Jesse Cardon	Yes
Stacy Beck	Yes

Landon Tooke	Yes
Shane Marshall	Yes

Mayor Pro Tempore Beck asked if there was anyone who wanted to talk about this item.

RDA PUBLIC COMMENT:

Valerie Mills addressed the Council and began by thanking the City for its service. She inquired specifically about the City's outstanding municipal debt and whether there was a calculated figure available on a per capita basis for residents of Spanish Fork.

Mills referenced financial statistics from Provo City, noting its strong economic growth and low government debt per resident, and asked how Spanish Fork compared. She further inquired whether such per capita debt metrics were considered when making decisions about large capital projects such as the sewer plant or recreation center.

She asked if residents, particularly those on fixed incomes like the elderly, were feeling the effects of increased costs, citing sewer rate increases as an example. Ms. Mills requested clarification on how much rates had changed over time and whether other expenses had also increased. She concluded by stating she would review the budget documents herself and appreciated the opportunity for dialogue.

Jordan Hales, in response to Ms. Mills' questions, noted that he had not previously calculated the outstanding municipal debt on a per capita basis but stated that the City's financial statements could provide more detailed information. He indicated he would be willing to compile that data, although it would require some effort.

Mr. Hales explained that in government finance, the principle of maintaining a "structurally balanced budget" means that ongoing revenues must meet or exceed ongoing expenditures. He emphasized that when the City takes on new debt, such as for large infrastructure projects, it must ensure that there is sufficient ongoing revenue to cover the new expenses. In response to questions about whether residents feel the effects of such debt,

Mr. Hales clarified that the impact depends on the fund issuing the debt and the specific project. For example, he stated that when the City constructed the new sewer plant, which cost over \$100 million, it required an increase in sewer rates. He acknowledged that sewer rates had risen and confirmed that some other expenses had increased as well. Mr. Hales offered to provide more specific budget details and to meet with Ms. Mills directly if she wished to review the figures further.

Director Oyler interjected briefly at several points during the exchange to acknowledge the discussion and affirm that the questions being asked were appropriate and worth addressing. His comments were supportive and helped guide the conversation back to relevant topics as needed.

Vice Chair Beck concluded the exchange by thanking Ms. Mills for her engagement and

expressing willingness to continue the conversation in a more detailed setting if needed.

Director Cardon ▾ **Moved** to go out of a public hearing

Vice Chair Beck ▾ **Seconded** and the motion **Passed** all in favor

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

Vice Chair asked for a motion

Director Marshall ▾ move to Approve **RDA Resolution Approving Fiscal Year 2025 RDA Revision 2 Budget**

Director Cardon ▾ **Seconded** and the motion **Passed** with a roll call vote.

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

RDA NEW BUSINESS:

A. Resolution approving Fiscal Year 2026 RDA Budget

Jordan Hales informed the Council that a public hearing for the item had already been held two weeks prior, and therefore no additional public hearing was scheduled for the evening. He noted that there had been no changes made to the budget since it was originally presented in May.

Vice Chair Beck acknowledged Mr. Hales' update and asked if there were any further questions from the Council. Receiving none, she requested a motion to proceed.

Director Cardon ▾ **Moved** to approve the **Resolution approving Fiscal Year 2026 RDA Budget**

Vice Chair Beck ▾ **Seconded** and the motion **Passed** with a roll call vote.

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

Director Cardon ▾ **Moved** to approve the **Adjourn to the Local Building Authority**

Director Marshall ▾ **Seconded** and the motion **Passed** with a roll call vote at 7:53 pm

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

ADJOURN TO LOCAL BUILDING AUTHORITY:

LBA CONSENT ITEMS:

A. LBA Meeting Minutes 06-03-2025

Trustee Cardon ▾ Moved to **Approve LBA Meeting Minutes 06-03-2025**

Trustee Marshall ▾ **Seconded** and the motion **Passed** all in favor

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

LBA NEW BUSINESS:

A. Resolution Approving Fiscal Year 2026 LBA Budget

Jordan Hales provided a brief clarification regarding the Fiscal Year 2025 budget revision, stating that no revision had been made to the LBA (Local Building Authority), which is why

only one item appeared in the agenda for consideration. He further noted that the Fiscal Year 2026 budget remained unchanged since it was first presented as a tentative budget in May, and that the corresponding public hearing had already been held two weeks earlier.

Vice President Beck thanked Mr. Hales, for the clarification, asked if there were any questions from the Council, and upon hearing none, requested a motion to move forward.

Trustee Cardon ▾ Moved to Approve the **Resolution Approving Fiscal Year 2026 LBA Budget**

Trustee Marshall ▾ **Seconded** and the motion **Passed** with a roll call vote at 7:54 pm

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

Trustee Cardon ▾ Moved to **Reconvene Back to City Council**

Trustee Oyler ▾ **Seconded** and the motion **Passed** with a roll call vote at 7:54 pm

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

RECONVENE BACK TO CITY Council:

Councilman Cardon ▾ **Moved** to approve the **Adjourn Closed Meeting to discuss the purchase, exchange, or lease of real property in the Explorer Room. § 52-4-205**

Mayor Pro Tempore Beck ▾ **Seconded** and the motion **Passed** with a roll call vote at 7:54 pm

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

Attest: June 17, 2025

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 June 17, 2025. This document constitutes the official minutes of the City Council meeting.

A handwritten signature in black ink that reads "Tara Silver". The signature is written in a cursive, flowing style.

TARA SILVER, CITY RECORDER