



**ADOPTED MINUTES
CITY COUNCIL MEETING
August 19, 2025, at 4:30 pm
80 South Main Street
Spanish Fork, UT 84660**

Councilmembers Present

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

Stacy Beck, Councilmember
Landon Tooke, Councilmember
Shane Marshall, Councilmember

Councilmembers Absent:

Staff Members Present:

Tara Silver, City Recorder
Dave Anderson, Community Development Director
Eddie Hales, Fire and EMS Director
Tyler Jacobson, Asst. City Manager
Seth Perrins, City Manager
Brandon Snyder,
Ian Bunker,

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

Staff Members Absent:

Visitors Present:

Name

Amy Rasmussen
Rashell Anderson
Elizabeth Jewkes
Jake Lasley
Darrin Mellor
Naleta Mellor
Jordan Ryskamp
Kate Ryskamp
Gage Rasmussen
Owen Young

Name

Carson Hardy
Cassidy Thorpe
Eddie Hales
Sherilyn Colby
Landon Beeston
Savannah Harper
Kelsie Beeston
Valerie Mills
Ryan Rasmussen

Name

Kaylee Grange
Jazmin Castaneda
Mckinley Ryskamp
Harley Rowbury
Taylor Tooke
Gina Cox
Heidi Rowbury
Jordan and Patrick Anderson
Colton Rasmussen

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

Visitors:

Jackie Larson, Sawyer Hamilton, Dan Wayne, Michael Clark

Staff Present:

Mike Mendenhall, Shane Marshall, Kevin Oyler Landon Tooke, Jesse Cardon, Seth Perrins (came at 4:45 pm), Tyler Jacobson (left at 5:48 pm), Jordan Hales, Dave Anderson, Ian Bunker, Dale Robinson, Cory Pierce, Matt Johnson, Eddie Hales, Jack Urquhart, Vaughn Pickell, Stacy Beck, Marlo Smith, Chief Matt Johnson,

Mayor Mendenhall started the meeting at 4:36 pm.

A. Station Area Plan implementation and City obligations with MAG staff

- Dan Wayne (MAG) presented the collaborative draft of Spanish Fork's Station Area Plan, developed with UTA, UDOT, and consulting firms, in anticipation of a possible FrontRunner station west of I-15.
- Although Spanish Fork is not currently required to certify a station area plan (no active rail stop yet), the city is proactively planning to preserve options for future development.
- Historical planning for a rail stop dates back to the 1990s.

Market Conditions & Development Feasibility

- Current concepts show high-density transit-oriented development (40-50 units/acre,

4–5 stories, structured parking).

- Developers indicate this level of density is not economically viable under present rent conditions; feasibility depends on significant rent growth.
- As such, the station area is treated as a land-use placeholder on the map, with detailed zoning deferred until infrastructure is confirmed.

Implementation Strategy & Timing

- Infrastructure-driven timeline: Implementation is tied to UTA and UDOT delivery of transit and road improvements (FrontRunner extension, Center Street/I-15 interchange). The realistic timeline likely extends to 2040 or beyond.
- Annexation advantage: The proposed station area lies outside city limits, allowing the council discretion over annexation timing and development approvals.

Legal Requirements

- No certification required until a transit stop is operational.
- Once certified, the plan has:
 - A 15-year reporting cycle (progress updates every 5 years).
 - No penalties for incomplete actions.
 - No expiration – certification is one-time.

Council Considerations

- Preservation vs. premature development:
 - Approving lower-density subdivisions could block future transit-oriented development.
 - Approving transit-oriented projects too early could create connectivity and market risks.
- Connectivity conflict: Current plan shows First South closed, while UDOT prefers it open for stronger east-west access.
- The upcoming Clyde Company annexation request in two weeks may directly impact station area planning.

B. Development Enhancement Overlay Tool

- Case study: Sippin on Third South successfully redeveloped under the overlay, showing its value for unique, flexible projects.
- Process discussion: Whether business changes in overlay areas should always require council approval, or if staff can approve lower-impact changes.
- Proposal: Create a streamlined approval process where staff evaluates impact and documents parameters, only escalating significant changes to council.

City Staff

- Draft implementation plan with performance-based triggers tied to infrastructure delivery.
- Work with consultants to align First South connectivity with UDOT's preferred approach.
- Prepare materials for Clyde annexation discussion in two weeks.
- Develop a documentation framework for enhancement overlay changes, with thresholds for staff vs. council approval.

Council Members

- Review the station area plan draft and provide feedback within two weeks.
- Consider a messaging strategy to clarify that infrastructure and development are long-term and not imminent.

The work session ended at 5:49 pm.

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

Mayor Mike Mendenhall opened the Spanish Fork City Council meeting on August 19, 2025, in Spanish Fork City. He thanked everyone for coming and attending in person and online, especially the Youth City Council. He expressed appreciation for their involvement in their city.

Mayor Mendenhall then outlined the customary opening proceedings for council meetings, announcing that Councilman Tooke would provide a prayer or motivational message, followed by Councilman Oyler leading the Pledge of Allegiance.

When it came time for the motivational thought and prayer, Councilman Landon Tooke explained that he had planned something a little different for the evening. He told the council and the public that he had invited his aunt, Gina Cox, to join the meeting and offer

the thought and prayer. Tooke spoke warmly about her, saying she was someone he had admired his entire life. Although she was not originally from Spanish Fork, he thought it was fitting for her to be present because of her familiarity with the community and the influence she had on him personally.

He described her as a remarkable individual who had excelled in many roles, as a mother, business owner, coach, and civic leader, and who had consistently supported him as he became engaged in civic life in Spanish Fork. He emphasized that beyond her own accomplishments, she also came from a family deeply rooted in public service, pointing out that her sister, Tooke's other aunt, currently served as the Mayor of Provo.

Councilman Tooke closed his introduction by thanking Gina for joining them and officially turning the time over to her, expressing his excitement for her to share her thoughts and prayer with the council and the community.

Gina Cox thanked the council for the invitation and said she was honored to be present. She explained that she had gained much of her perspective on leadership from helping with her sister's mayoral campaigns in Provo City, which had recently been recognized as the "best run city in America." Each campaign, she reflected, had taught her important lessons about what truly matters in leading people and building relationships. One of her sister, Mayor Michelle Kaufusi's, greatest strengths, Cox said, was her ability to listen. That quality of listening, she added, allowed her sister to act as a "gatherer," bringing people together and helping them arrive at resolutions and answers. Cox emphasized that listening was not only a political skill but something everyone could strive to develop.

To illustrate her point, Cox described how she had asked several citizens of Spanish Fork what they both loved about their city and what they might want to change. She began with the changes, noting with a smile that every single person gave the same answer: traffic. Residents consistently mentioned the heavy traffic and congestion, and how they wished it flowed more smoothly. Shifting to the positives, Cox shared the responses word for word: one person praised the city's cleanliness, saying the streets were free from debris and always looked well-kept. Another citizen said they appreciated the addition of more restaurants, adding enthusiastically that they loved Aubergine and were excited for its arrival in town. A third person expressed gratitude that the city did not have tall buildings blocking mountain views. Still others emphasized the small-town feel, the sense of community, and the fact that salt of the earth people lived in Spanish Fork. Cox pointed out that this latter sentiment was a common theme among everyone she spoke to.

She then distilled her message into one principle: good communication begins with good listening, and listening is essential for leadership. She closed her thought with a quote: "Wisdom is the reward you get for a lifetime of listening when you would have preferred to talk." With that, Cox offered the invocation.

Councilmember Oyler then invited all present to rise and join in reciting the Pledge of Allegiance. The attendees stood and collectively pledged allegiance to the flag of the United States of America.

Mayor Mike Mendenhall thanked everyone for that and stated they had a recognition before moving to public comment that night.

A. Employees of the Quarter
a. Carson Hardy - Administration

Tyler Jacobson was grateful for the opportunity to present the Employees of the Quarter and explained that he would begin by recognizing one employee himself and then invite Rashelle Anderson to introduce the second honoree.

Jacobson began with Carson Hardy, Assistant to the City Manager, noting that Hardy had just completed his probationary evaluation earlier in the day and was now officially off probation.

Councilmember Shane Marshall joked that it would have been “super uncomfortable” to be recognizing Hardy as Employee of the Quarter if he had not successfully passed that evaluation.

Tyler Jacobson then detailed the reasons Carson had been nominated and chosen. Hardy, he said, had proven himself consistently thorough, thoughtful, and willing to go the extra mile on every project assigned to him. As the city’s risk manager, Hardy had been tasked with ensuring playground inspections were properly conducted. At first, the process was cumbersome, handled by clipboard and paper. Hardy, however, collaborated with the GIS department to design an app that allowed parks employees to conduct and log inspections digitally. The new system was so effective that other cities had already expressed interest in replicating it.

Jacobson went on to highlight Hardy’s work in renegotiating workers’ compensation insurance, which resulted in more than \$45,000 in savings over 18 months. Hardy had also provided in-person after-hours training for public safety staff, replacing online modules with more engaging, interactive instruction. Another major achievement was his role in implementing a new risk management software called Origami, developed with the Utah Risk Management Agency. Jacobson pointed out that software rollouts are notoriously difficult, but Hardy had managed the process with skill, creating a system that allowed the city to track incidents, generate reports with ease, and strengthen overall safety practices.

Finally, Jacobson connected Hardy’s work to a personnel policy update appearing later on the agenda. The state had mandated new requirements for employees and volunteers who work with minors, including background checks and special training. Implementing this across the city had been a daunting task, but Hardy had devised efficient tracking methods, even using ChatGPT to generate formulas in Excel that made the work manageable.

Jacobson concluded by saying that Carson had gone “above and beyond” in countless ways during his first year and that the city was fortunate to have him. He invited Hardy to come forward, encouraging the audience to applaud.

Carson Hardy admitted he disliked being in the spotlight and said he wanted to spread the recognition to his colleagues. He called his coworkers and said the leadership of Spanish Fork

made it possible for him to succeed. He described how he could approach his supervisor with an idea and be trusted to run with it, if it worked, great, and if it didn't, they would regroup and try another path. That trust, he said, empowered employees like him to innovate and improve.

Hardy named several colleagues who inspired him, Kim, Cassidy, Jack, and Tyler, and praised City Manager Seth Perrins as one of the best city managers he had ever worked with. Perrins, he explained, included him in meetings and helped mentor him in the field of public administration. Carson closed by saying it was a blessing to work for Spanish Fork, calling it the best city he had ever served in, and adding that he loved being part of what he described as the city of Utah, a pillar and an example.

As Hardy stepped back, Councilwoman Stacy Beck interjected with a lighthearted anecdote. She revealed that when she served on the interview panel, she had jokingly recommended hiring Hardy because of his accent. Laughing, she said she was thrilled to see that, a year later, he had turned out to be more than just a charming accent and valuable addition to the team.

b. Amy Rasmussen

Jordan Hales stepped forward to recognize the second Employee of the Quarter, Amy Rasmussen from the Finance Department. He began with a smile, saying he wanted to take as much credit as possible for her success since he was the one who originally hired her. He explained that Amy had first been brought on to sell rodeo tickets, but within just three weeks she had impressed everyone so much that she was promoted into the utility office. By the end of her first month, it was clear she was an outstanding fit for the city.

Hales described Amy's nomination statements. One stated she was the perfect example of the city's mission to be personable, explaining that she embodied that value in every interaction. Now serving as the payroll specialist, she carried one of the most critical responsibilities in the city, ensuring employees were paid correctly and on time. He emphasized that this work directly influenced morale across departments and allowed staff to stay focused on serving residents rather than worrying about pay.

He read from the nominations that praised her attitude and dedication. Employees consistently noted that she was always in a good mood, willing to help even at the last minute, and greeted everyone like a friend. One nomination explained that she made a bigger difference than most people realized, since payroll was a lifeline that allowed staff to focus on their jobs. Others highlighted her flexibility, pointing out that she adjusted her schedule and even delayed vacations to ensure payroll was processed without error.

Hales noted that some might dismiss payroll as routine or dull, but Amy never treated it that way. She saw it as deeply important, because every paycheck mattered to the people who worked for the city. When questions or mistakes arose, she was always the first to resolve them, and she did so with patience, care, and professionalism. Employees emphasized that she cared about people, not just numbers on a screen. That human touch made employees feel supported and strengthened the entire organization's ability to serve the public.

He went on to praise her customer service skills, explaining that payroll sometimes involved upset or anxious employees, yet Amy always remained calm, kind, and respectful whether speaking in person, on the phone, or through email. She never brushed anyone off, and he personally found that she would always take time to brainstorm solutions or track down information. She handled sensitive and private data with extreme care, demonstrating that she was trustworthy as well as dependable.

Hales observed that Amy could easily get by doing the bare minimum, simply ensuring that checks were processed. Instead, she consistently chose to go further, making sure employees felt heard, supported, and respected. He explained that this dedication exemplified the city's core values of respect, integrity, and service.

He closed by reflecting on his own experience as her supervisor, saying it was invaluable to have someone like Amy on his team. He said he never had to worry at the end of a pay period because he knew payroll would be completed accurately and on time. He then invited Rashell Anderson, Amy's direct supervisor, to share her thoughts.

Rashell Anderson, Amy Rasmussen's direct supervisor, added her own remarks. She explained that one of Amy's defining qualities was her absolute reliability. Payroll, she said, was never in doubt. Everyone could be confident that it would be accurate and completed on time, even if it meant Amy stayed late, came in early, or put in extra hours to make sure the work was done. Anderson emphasized that Amy was always responsive whenever employees had questions or concerns, no matter how big or small. She said that having Amy on the team made their office a happier and better place to work, and she expressed deep gratitude that Amy was being formally recognized for her efforts.

When Amy Rasmussen was invited to speak, she was modest and visibly touched by the recognition. She admitted that all of the praise felt overwhelming, but said she genuinely tried to live up to the qualities her colleagues had described. She explained that much of her success came from the strong support system around her, including her coworkers, the city council, and leaders like Seth Perrins and Tyler Jacobson. She agreed with everything Carson Hardy had said earlier about the work culture in Spanish Fork, describing it as a truly great place to be employed. She closed by thanking everyone warmly for the honor.

After her remarks, Mayor Mendenhall invited both Carson and Amy, along with their coworkers and families, to come forward for photographs.

Mayor Mike Mendenhall reflected briefly on the recent visit from the Utah Department of Transportation Commission. He noted that when the commissioners were seated in the very same chamber, they had read aloud Spanish Fork's mission statement and remarked on how impressed they were with the city's employees. In just a couple of days of meetings, the commissioners had observed the dedication and professionalism of staff and were vocal in their praise. The Mayor connected this recognition back to the evening's earlier honorees, Carson Hardy and Amy Rasmussen, saying they were clear examples of employees who truly lived out the mission statement of Spanish Fork. He thanked them again, along with their families, for setting such a high standard that was being noticed well beyond the city.

B. Follow-up to Previous Comments

With that, he turned to item D on the agenda, follow-up from previous comments. He explained that this was usually the portion led by City Manager Seth Perrins, but since Perrins had momentarily stepped out of the room, the Mayor would carry it forward. The only follow-up item of note, he said, related to Dr. Horton and the Quiet Valley subdivision. He indicated that a few members of the council, along with the city manager, had recently met with the developer and invited councilmembers who had been present to share an update on those conversations.

Councilman Kevin Oyler responded to the Mayor's invitation and reminded those present of the concerns raised at the last council meeting. A resident from Quiet Valley had attended and explained that Dr. Horton, the developer of the subdivision, was preparing to turn the homeowners' association over to the residents. Some homeowners worried that there were still outstanding issues in the neighborhood that should be resolved before that transfer of responsibility took place. Oyler noted that because of recent changes in state law, the city itself did not have jurisdiction over HOAs in the same way it once might have. Still, residents had turned to the city for guidance and support.

In response, Oyler explained, city staff arranged a meeting earlier that day with representatives from Dr. Horton. He said the company had been willing to listen and open in sharing what they were doing to resolve the issues. The conversation, in his words, was constructive and demonstrated a willingness on the developer's part to address problems before the HOA handoff.

Councilman Jesse Cardon added that during the meeting, Dr. Horton's representatives made it clear they were open to postponing the turnover of the HOA if that was what the residents wanted. They suggested that instead of proceeding with the transition immediately, it could be delayed until the following spring, allowing time to complete additional improvements. Cardon said the developer planned to meet with residents directly to propose the idea and see if they wanted to take that route.

Oyler picked up again, emphasizing that based on the discussion, it was clear Dr. Horton was actively working to resolve the concerns residents had raised with the city. He also said residents should expect to receive direct communication soon, outlining the developer's plans and possible options for moving forward.

City Manager Seth Perrins then joined the discussion. He explained that during the meeting, he learned for the first time that Dr. Horton had set up an advisory board to help with communication in Quiet Valley. Perrins said that in the early part of the following week, residents could expect to hear from the developer with updates and choices for how to proceed. He expressed optimism that between the advisory board, the residents themselves, and the company's willingness to adjust, solutions would be found that would satisfy as many concerns as possible.

Perrins also shared that Dr. Horton's representatives had reached out to the city almost immediately after the last council meeting, even before staff had the chance to contact them.

They had watched the council discussion on the matter and quickly scheduled a visit to sit down with city leaders. Perrins said this responsiveness was appreciated and showed the developer's commitment to working things out.

The Mayor thanked the council members and the city manager for their involvement in the meeting, noting wryly that the developer's quick reaction to the council session was proof that Spanish Fork really did have "millions of viewers." The chamber responded with light laughter before the council moved on to the next item of business.

After the Quiet Valley update concluded, Mayor Mike Mendenhall asked whether there were any other follow-ups to previous comments. When it was confirmed that Quiet Valley was the only item requiring attention, he smoothly transitioned the meeting forward. He explained that the next portion of the agenda was the public comments section, which allowed any member of the public to come forward and address the Mayor and City Council on any subject of their choosing.

The Mayor reminded those present that, traditionally, comments were limited to three minutes, noting that the Public Information Officer Jack Urquhart usually kept track of the time. He encouraged anyone who wished to share their thoughts to come forward, state their name for the record, and begin. He emphasized that this was the opportunity for citizens to speak directly to their elected officials and that the council welcomed hearing from them. With that, he opened the floor to public comment.

PUBLIC COMMENT:

1. Valerie Mills, who introduced herself as a candidate for city council, stepped forward first. She began by expressing gratitude to several city staff and officials, naming them individually. She thanked Tara for her detailed election updates, Chief Matt Johnson for answering her questions, City Manager Seth Perrins both by phone and in person, Jordan for responding to her emails, and Councilman Kevin Oyler for his correspondence. She also acknowledged Marlo Smith, whom she referred to as the city's water expert, for educating her. She said she deeply appreciated the accessibility and open dialogue that she had experienced with the city.

Mills then turned to something she especially valued about Spanish Fork: the alcohol-free rodeo. She called it remarkable and said it stood out as a strength of the community. To explain why this mattered so much to her, she shared a personal story from when she lived in Bountiful in 2005. At that time, a long-established business leader built a new restaurant near the city library and a middle school. Because of its proximity to schools, the city initially could not grant him an alcohol license due to the 600-foot restriction. However, Mills said the city council at that time pushed the variance through without proper public notice. When she questioned the city manager, he dismissed her concerns, saying the law did not matter because no one used the crosswalk in question.

Mills said she later spoke with leaders from Mothers Against Drunk Driving, who explained how much these decisions mattered, both socially and in terms of youth

behavior. She also spoke with the police chief, who confirmed that the crosswalk was heavily used by junior high students, and even recounted that a woman had been killed there. For Mills, this experience crystallized the importance of public trust and transparent leadership. She said that her number one priority in choosing leaders was whether they upheld honesty and open communication.

Bringing her point back to Spanish Fork, Mills asked the council to continue that same commitment to transparency when it came to the inland port project. She stated that it should be plainly identified as an inland port, because felt it should not be softened or disguised. She raised concerns about the impacts of noise pollution, referencing a recent BYU lecture by physics and astronomy chair Kent Gee on the debilitating effects of aircraft and rail noise. She urged the council to stand with residents, just as they had supported a young father named Justin who had spoken at the last meeting about development concerns. She concluded by thanking the council for listening and encouraging them to continue standing up for citizens against outside pressures.

Patrick Anderson, representing the Constitution Live Youth Council of American Preparatory Academy. Anderson introduced himself and his fellow students as part of a team working to inspire schools, clubs, associations, and cities to hold public readings of the U.S. Constitution and Bill of Rights. He explained that their group, Constitution Live, aimed to help communities organize Constitution Day events each year on September 17, either through live readings or recorded sessions that could be shared year-round.

Anderson acknowledged that the Kiwanis Club had hosted such a reading previously and took a moment to thank Councilman Oyler for participating by reading a section of the Constitution with them in the past. He expressed gratitude for the city's support and described how meaningful that experience had been.

He then formally invited Spanish Fork to participate in the upcoming Constitution Day reading at American Preparatory Academy's Salem campus. He explained that the event would take place on September 17 from 9:00 to 10:00 a.m., during which students and guests would read the entire Constitution aloud, a process that only took about 45 minutes. He encouraged members of the council to attend and read a portion. He also handed out flyers and said the city could contact their advisor, Elizabeth Jukes, for more details.

In addition to the invitation, Anderson suggested that Spanish Fork consider hosting its own Constitution reading in the future. He explained that their youth council would be glad to help the city plan and promote such an event, or even participate in one organized entirely by the city.

When Anderson finished, the Mayor and Council praised him for his confident delivery, noting that he had timed his remarks perfectly. Mayor Mendenhall asked for his name again to place it in the record and thanked him for representing his group so well. The Mayor then extended a gesture, inviting Anderson to shake hands with the police chief and each member of the council. Anderson was also asked to join them for a

group photo, with the Mayor joking that since he had waited all evening to speak, it was only fitting to make the moment memorable.

When the photos were completed, the Mayor thanked Patrick and the students for attending and wished them well in their upcoming Constitution Day events. He then asked if there were any other members of the public who wished to make comments. Seeing none, he closed the public comment period.

The Mayor transitioned the meeting into the councilmember report section of the agenda. He explained that the council would take turns offering updates and observations, starting with Councilman Landon Tooke at one end of the dais and continuing across to finish with Councilman Shane Marshall. He thanked everyone for their patience as the meeting moved into this next phase.

COUNCIL COMMENTS:

Councilmember Tooke

Councilman Landon Tooke began his report by noting that he had six updates from the Chamber of Commerce to share, which represented the key takeaways from their most recent board of directors meeting. He reminded those listening that the Chamber was made up of local business leaders who worked to strengthen and support the business community in Spanish Fork. He commented on how fortunate the city was to have such a diverse and vibrant business sector, ranging from restaurants to banks to service providers of every kind.

He then worked through the list of upcoming Chamber events. First, he announced that the Leavitt Group would be holding a re-grand opening the following day at noon at their Spanish Fork location. Second, he noted that the monthly noon networking luncheon would take place on Thursday at the Hampton Inn Hotel, sponsored by Mountain Mike's Pizza and Shepherd's Carpet. He described these networking events as excellent opportunities for local business leaders to connect.

Third, he highlighted a free Women in Business event scheduled for September 3 at 12:30 p.m. The session, which would be held at Protection Self Storage in Spanish Fork, would be an organizing class aimed at helping women in business with practical tools for managing both home and professional responsibilities.

Fourth, he described the upcoming Business After Hours event to be held on September 4 from 5:00 to 7:00 p.m. at the new Rasmussen Jewelers location. He explained that Rasmussen Jewelers had moved from its spot near VASA Fitness to a larger location across the same development, in the building that once housed HuHot. He noted that the remodel of the new store was complete and said the event would feature food, fun, games, prizes, and ample networking opportunities.

Fifth, he reminded everyone about the ongoing Farmers Market, held on Saturday mornings just outside the city offices. He encouraged residents to attend and support local vendors.

Finally, he drew attention to the Chamber's Meet the Candidates event scheduled for October 16 from 6:00 to 8:00 p.m. in the Heritage Room at the city offices. This event, he explained, would give residents the chance to hear directly from those running in the current city council election. He encouraged the public to attend and show support, emphasizing the importance of civic participation in local elections.

He concluded his report by inviting anyone with questions about Chamber events to reach out to him directly. The Mayor and Councilmembers briefly acknowledged the reminder about the Meet the Candidates night and reinforced the invitation for residents to mark their calendars and attend.

Councilmember Jesse Cardon

Councilman Jesse Cardon began his report by thanking the police department, fire department, and EMS for their efforts in hosting the recent Safety Night Out. He described it as a memorable evening that allowed children to meet local officers, see emergency vehicles up close, and interact with first responders who serve as real-life heroes in the community. He recognized that the event required significant preparation, time, and overtime from staff, and he expressed appreciation for the dedication it took to make the evening a success.

Cardon then turned to his role on the airport board. He addressed recent questions surrounding the implementation of a new landing fee, which began on August 1. He noted that there had been some confusion and miscommunication about the fee and clarified that a webpage had been created to explain the policy in detail. This page, prepared by staff member Christian, outlined who the fees applied to, how they were calculated, and included a list of frequently asked questions.

Cardon pointed out a key detail that was important to the council when the fee was adopted: aircraft based in Spanish Fork and weighing under 5,000 pounds were entitled to one free landing per day. This ensured that local pilots were not unduly impacted. He encouraged residents and pilots to use the official page for accurate information and reminded them that both he and Christian were available to answer further questions.

After his update, Cardon introduced one of the evening's most anticipated moments by inviting Youth City Council Advisor Heidi Rowbury to present the new Youth City Council executive board for the 2025–2026 year.

Heidi Rowbury proudly announced the officers, who stood at the front of the chamber as their names were read:

- Youth Mayor: Clara Martin (unable to attend)
- Mayor Pro Tem: McKinley Rice Camp
- Service Officer: Owen Young
- Recorder: Kaylee Grange

- Historian: Taylor Took
- Planning Commission Officer: Landon Beeston
- Activities Committee Chair: Harley Robery
- Committee Members: Savannah Harper and Jacob Zog (with Jacob unable to attend)

Rowbury explained that these ten young leaders represented only a small portion of the more than sixty youth involved in the Spanish Fork Youth City Council. She emphasized that each of them was deeply committed to service and to learning how to contribute to their community through civic engagement.

At Councilman Cardon's request, Rowbury also introduced the group of adult advisors who guided and supported the youth in their work: Heidi Rowbury, Becca Larson, Laurie Dallin, Alison Jennings, and Jacoy. She expressed appreciation for the advisors' efforts in mentoring and organizing the program, noting that their involvement was crucial to its success.

With the introductions complete, Cardon presented Mayor Mendenhall with the official oath of office to administer to the youth leaders. The Mayor asked the officers to raise their right hands and led them through the oath of service. One by one, each officer stated their own name before reciting the pledge together. They promised to serve on the Spanish Fork Youth City Council executive board with integrity, respect, dedication, and service, and to preserve, protect, and defend the constitutions of both the United States and the State of Utah.

Councilmember Oyler

Councilman Kevin Oyler kept his report brief but spoke with deep emotion. He began by expressing heartfelt sympathy for the community of Tremonton in light of the tragedy they were experiencing. His voice wavered as he admitted how difficult it was to even think about the situation. He reflected on the unimaginable pain of a family saying goodbye to a loved one in the morning and then never seeing them return home.

As he struggled through his words, Oyler made it clear that his thoughts were not only with Tremonton police officers but also with the police officers who served in Spanish Fork every day. He said he wanted them to know that the council and the community loved them, supported them, and were profoundly grateful for the sacrifices they made.

He concluded by once again thanking the officers of Spanish Fork for all they did to protect the community.

The Mayor responded with appreciation, acknowledging Oyler's words, and the chamber collectively paused in respect before moving on.

Councilwoman Beck

Councilwoman Stacy Beck indicated that she did not have any updates to share that evening.

The Mayor acknowledged her response and smoothly transitioned the meeting forward to the next councilmember's report.

Councilmember Marshall

Councilman Shane Marshall offered two main points during his report. First, he acknowledged the recent primary election, noting that it was not yet fully certified but was nearly complete. He expressed his gratitude to all of the candidates who had run, recognizing the personal difficulty and vulnerability involved in putting one's name forward for public office. He emphasized that running for office was not an easy process, as it required candidates to put themselves on display, face challenges directly, and commit to talking with residents about their concerns. He thanked all who had participated and encouraged others who might be considering it in the future to take that step, stressing that true civic engagement came from not only placing one's name on the ballot but also doing the work of campaigning and listening to constituents.

Marshall then shifted to what he described as an especially meaningful event for him personally, given his background in transportation planning. He explained that the Utah Transportation Commission, the body appointed by the governor to set priorities and approve funding for all Utah Department of Transportation projects, had been in Spanish Fork the previous week. He described their schedule, which included a bus tour on Thursday where commissioners viewed local transportation issues firsthand, followed by a formal meeting on Friday. City Manager Seth Perrins joined them on the bus tour, giving them a chance to see problem areas in person.

Marshall explained that the city's presentation to the commission was unusually strong compared to what was typical. He recalled from his own prior career with UDOT that most cities used these opportunities to make lists of requests and press for funding. In contrast, Mayor Mendenhall and Seth Perrins had framed Spanish Fork's needs in the context of partnership, emphasizing that the city was ready to collaborate with the state to solve transportation challenges. They even prepared a PowerPoint that highlighted not just what Spanish Fork needed, but how the city was already contributing to solutions and willing to help UDOT meet shared goals. Marshall said this approach was very well received and was something commissioners did not often hear from local governments.

He also reflected on how impressed the commissioners had been with Spanish Fork's staff and community spirit. They had even read aloud the city's mission statement and commented on how it aligned with the professionalism and energy they had experienced during their visit. Marshall said it was gratifying to see Spanish Fork stand out on such a high-profile stage, and he thanked both the Mayor and City Manager for hosting the commission and representing the city so effectively. He concluded his remarks by noting how proud he was to be part of a city that not only identified its needs but also presented itself as a proactive partner in solving them.

With that, Marshall concluded his report, and the Mayor moved the meeting forward.

Mayor Mike Mendenhall

Mayor Mike Mendenhall began his report by thanking Councilman Marshall for his thoughtful comments and for being present during the Utah Transportation Commission's visit. He acknowledged how meaningful it had been to see Marshall experience what he called a full-circle moment, given Marshall's prior professional service with UDOT.

Councilman Shane Marshall explained that his professional career had begun with UDOT after working for the city, starting at the south end of Main Street. Over the course of his career, he had served in various roles throughout the region that included Spanish Fork. Part of his responsibilities in those years was to sit in on commission meetings and respond to questions, often from frustrated local officials who came forward to advocate for their communities.

He reflected on how unusual it felt to now find himself on the other side of that process. After more than twenty-five years of experience, instead of answering questions as a staff member, he was speaking as an elected Councilmember, representing the very city he had once watched from the sidelines. He described the experience as both strange and rewarding, a full-circle moment that gave him pride in how far Spanish Fork had come. He said it had been a remarkable day and that he could not have been more proud of the city for the way it had presented itself to the commissioners.

The Mayor then expanded on the commission's visit. He reminded those present that the commissioners were appointed by the governor and typically served six-year terms. Several members were familiar to him, including the chair, a former Mayor of Orem, and Natalie Gochnour, a respected economist in the state. He emphasized how valuable it was to have leaders like Gochnour at the table, bringing both statewide and national perspective to Utah's transportation priorities.

He explained that their meeting in Spanish Fork had been recorded and made available on YouTube. The commissioners had specifically commented on how smoothly the city's staff, particularly Travis and the SFCN team, had managed the event. The Mayor pointed out that UDOT's commission meetings were not always held in council chambers and sometimes lacked adequate audiovisual support.

Spanish Fork's professionalism, by contrast, made the commissioners feel welcome and well taken care of. He highlighted that Gochnour had personally praised how the staff had guided the commissioners around the community during their bus tour, commenting on how every city employee they encountered represented Spanish Fork well. For the Mayor, this was evidence that the city had left a strong impression, not by putting on a show, but by simply being true to its mission of taking care of people.

From there, the Mayor transitioned to updates on the FitCity Recreation Center. He described how the lights inside the building were now visible at night, making the progress of construction tangible for residents who passed by. He admitted that walking through the facility recently had left him almost speechless, as the vision for the center was becoming real. Basketball flooring was being installed, interior glass was going in, and the flow of the building was finally apparent. He said he was proud of what the facility had become and what it would mean for families, children, and seniors. The goal, he noted, was to open in the fall

with a ribbon-cutting ceremony, though he cautioned the public to remain patient as finishing work continued.

The Mayor highlighted a recent tour Dale Robinson had led for a group that included health insurance providers and older residents. He explained that partnerships with insurance companies would allow many seniors to have their memberships reimbursed, recognizing the importance of health and wellness programs for older populations. He said it was gratifying to watch people begin to imagine themselves in the facility, whether swimming in one of the three indoor or three outdoor pools, working out in the fitness center, or joining in pickleball games. He added that part-time staff hiring was already underway, including a push for lifeguards, which was a clear sign of how close the project was to completion.

At that point, Robinson took a moment to speak, confirming that a part-time job fair would be held the following Monday from 1:00 to 7:00 p.m. at the Ponderosa building at the fairgrounds. He explained that the fair would showcase the many available positions across divisions of the recreation department, reflecting the scale of the facility and the number of staff needed to operate it.

Mayor Mendenhall then turned to Councilman Kevin Oyler for feedback from the Senior Citizen Board.

Councilmember Kevin Oyler reported that although the board had been on break during the summer, they had recently resumed meetings and were highly enthusiastic about the recreation center's progress. Every board member, he said, was asking for a definitive opening date and hoped to hold their annual Christmas dinner in the new facility. Although no guarantees could be made due to the unpredictability of construction, the board remained excited and optimistic.

The Mayor expanded on the excitement, describing the dedicated senior center entrance built into the 135,000-square-foot facility. This design, he explained, gave seniors their own space and identity within the recreation center, while also allowing them seamless access to the broader amenities. He was impressed on his most recent walk-through by how well the design supported seniors, allowing them to easily transition between their own center and recreational activities like swimming, fitness, and pickleball. He added with a smile that Robinson had taken the opportunity during tours to recruit additional seniors into the city's programs, ensuring even more participation once the facility opened.

Finally, the Mayor returned to a somber note by addressing the tragedy in Tremonton. He thanked Councilman Oyler for raising the issue earlier and said that he had reached out personally to Mayor Holmgren of Tremonton to express condolences on behalf of Spanish Fork. He assured him that Spanish Fork stood ready to assist in any way needed during this difficult time. Both Chief Matt Johnson and City Manager Seth Perrins, he explained, had already made themselves available to coordinate support.

Chief Johnson added to the update, explaining that Lieutenant Slaymaker was already in Tremonton assisting with funeral planning and procession coordination, a role he had also performed the previous year for Sergeant Bill Hooser's funeral in Santaquin. Johnson said that

the Fraternal Order of Police had reached out for help, and Spanish Fork responded immediately.

Tremonton's leaders and officers were deeply appreciative of the support, and Spanish Fork joined departments across the state in rallying to their aid. The Mayor closed this portion of his report by emphasizing that the city's thoughts and prayers were with Tremonton, but so too were its actions, as Spanish Fork officers and staff provided tangible assistance during their time of need.

He ended his remarks by ensuring all present had received their 4-H pins and asked if any other council comments remained before moving on to staff reports.

STAFF REPORTS:

City Manager Seth Perrins circled back to the earlier discussion of the Tremonton tragedy. He expressed gratitude for Officer Cory, noting that while he wished Cory did not have to be skilled in responding to tragic events, he was thankful for his ability to do so. Perrins recalled how Cory had been a steady presence during the death of Sergeant Hooser in Santaquin, spending significant time helping that department through the crisis. He explained that Tremonton leaders had specifically asked for Cory by name to assist them, which showed the respect he had earned across the law enforcement community. Perrins said he was proud of Cory for developing such a difficult but essential skill set, and proud of the entire Spanish Fork team for being willing to step in and help wherever possible, even if patrol coverage was unlikely given the distance. He assured the Mayor and Council that if the opportunity arose, Spanish Fork would be ready to provide additional assistance.

With that, Perrins transitioned into the staff report portion of the meeting. He announced that he was sharing an update on behalf of Public Works Director Cory Pierce, who was absent that evening. Smiling, he said he was dedicating the remarks to Councilman Marshall, who he thought would especially appreciate them. Perrins leaned into the humor of the situation, describing the city's new wastewater reclamation facility under the playful headline of "One Giant Flush for Spanish Fork." He explained that after six years of planning and four years of construction, the plant had reached a milestone: it had received its first flow of sewage, marking the beginning of its operational startup. He joked that the city was "flush with excitement" and added a series of lighthearted puns that drew laughter from the dais.

Perrins then shifted into a more serious explanation, providing a layman's description of how the facility worked. He compared the biological process of wastewater treatment to the human digestive system, explaining that microbes acted like stomach bacteria to break down waste. To start the system, he explained, the plant had to be "seeded" with live sewage from another source. Trucks were hauling approximately 36,000 gallons of waste from Santaquin to Spanish Fork over the course of several weeks in order to jump-start the microbial colonies in the new plant.

He walked the Council through a series of images, showing trucks delivering sewage, tubes pumping waste into the plant, and even microscopic views of the microbes themselves. He explained how existing sewer lines were being rerouted gradually to the new plant, while

temporary pumps continued to send most of the flow back to the old treatment facility until the new one was fully seeded. He likened the process to pushing a car until it started, noting that the transition would take three to four weeks.

One image showed a settling basin where the water had changed color from the clear blue it once had during construction to the more natural tones that would be permanent from this point forward. Perrins explained that this was a sign of the biological process beginning to function. He estimated that the plant was about three weeks away from full operation and said that at that point, all of Spanish Fork's flow would be diverted there, along with Mapleton's, since the facility was a joint project between the two communities.

Councilman Jesse Cardon asked jokingly whether there would be a ceremonial flush to mark the occasion.

Perrins confirmed that such an event was being considered, though he noted with a grin that it might not attract a large crowd.

The Mayor added that more information would be shared once the facility reached its full capacity and initial startup was complete.

Perrins concluded by emphasizing that the project represented years of effort and a significant regional investment. The facility was built to serve both Spanish Fork and Mapleton, and it was a testament to the ability of cities to work together on infrastructure that would benefit residents for decades to come.

Mayor Mendenhall thanked Perrins for the detailed and engaging update, which balanced humor with technical insight. He then turned the meeting to the consent items portion of the agenda, where the council was asked to consider and approve items A through G. The Mayor moved the meeting into the new business portion of the agenda, beginning with a resolution on personnel policy updates presented by Tyler Jacobson.

CONSENT ITEMS:

- a. Minutes Spanish Fork City Council 08-05-2025**
- b. FAA Grant Taxiway B Construction Agreement**
- c. 162 W 100 S Real Estate Purchase Agreement**
- d. Right-of-Way & Easement Grant for Spanish Fork Airport-Patey Aviation Hangar Development**
- e. Mckell Power and Impact Fee Agreement**
- f. Canyon Creek - Woodbury Access Agreement**
- g. Library Service Agreement**

Councilwoman Beck ▾ made a **Motion** to Approve ▾ the Consent Item with an all in favor vote.

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

NEW BUSINESS:

A. Resolution for the Personnel Policy Update

Tyler Jacobson introduced the first new business item, a resolution to update the city’s personnel policies. He explained that most of the revisions before the council were either general housekeeping items or changes required by new federal and state regulations. He highlighted two policies in particular that had been substantially updated.

The first centered on workers’ compensation. Jacobson explained that until now the city’s policy did not clearly outline procedures for employees placed on light or modified duty following an injury. The new policy provided more clarity on the process, including what steps employees should take to return to work and what options existed for transitional assignments. He pointed out that this was especially relevant to the fire and EMS department, which had recently experienced its first case of a firefighter being placed on modified duty.

Because firefighters work a 48-hours-on, 96-hours-off schedule, it was difficult to place them temporarily in other departments with the same hours. The new policy therefore established that firefighters on light duty would be reassigned to a 40-hour work week schedule until they were cleared to return to their regular 48/96 rotation. During that time, they would also accrue leave time according to the 40-hour schedule. Jacobson noted that the policy also clarified the handling of indemnity claims, where an employee is unable to work at all and instead receives workers’ compensation benefits directly.

The second update addressed new state requirements for employees and volunteers who work with minors. Jacobson explained that Utah law now required both additional screenings and specific training for anyone employed by or volunteering with the city in positions that involved direct or recurring interaction with youth. The city’s policy had been revised accordingly to ensure compliance.

When Jacobson asked if there were any questions, the council briefly acknowledged the updates but had no objections. With no further discussion,

Mayor Mendenhall called for a motion.

Councilman Cardon ▾ **Moved** to approve the **Resolution for the Personnel Policy Update**

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

The mayor then introduced Item B, an ordinance amending the Spanish Fork Municipal Code to align with the state fire code, and invited Vaughn Pickell to present the details.

B. Ordinance Amending the Spanish Fork Municipal Code Pertaining To The State Fire Code And Making Various Amendments

City Attorney Vaughn Pickell presented the second item of new business, an ordinance amending the city code to bring local fire code provisions into alignment with the state fire code adopted by the Utah Legislature. He explained that the city's code had contained an outdated reference to a prior standard, and the ordinance corrected that by adopting the current state fire code. In addition, the ordinance reorganized where these provisions were located in the municipal code, moving them from Title 14, where they were combined with building code regulations, into Title 8, where all fire code provisions would now be consolidated into their own section. He noted that the ordinance text showed the deletions from Title 14 and the additions into Title 8.

Pickell then highlighted several substantive updates included in the ordinance. It established that it was unlawful to obstruct or hinder fire and EMS personnel while responding to an emergency. It required drivers to yield to emergency vehicles and gave fire and EMS departments the authority to use water sources and blockade streets during emergencies. It made it illegal to damage emergency response property or to drive over fire hoses. It also gave fire and EMS personnel the ability to designate and mark apparatus access lanes to ensure emergency vehicles could operate safely.

In addition, it codified the requirement that certain types of buildings be equipped with rapid access systems, commonly known as Knox Boxes, so that emergency responders could enter quickly when needed. Finally, the ordinance streamlined enforcement and penalties by consolidating them into a single section.

Councilman Shane Marshall asked about enforcement authority, specifically regarding violations such as driving over fire hoses. He wanted clarification on whether responsibility for citing offenders would rest with police or with firefighters and EMS.

Vaughn Pickell responded that enforcement would remain with the police department, explaining that it was more appropriate for trained law enforcement officers to handle citations rather than firefighters, who should not be distracted from their emergency duties.

Councilmember Marshall agreed with that clarification.

City Manager Seth Perrins added that in practice, enforcement during an emergency would naturally fall to whichever personnel were immediately available. He noted that firefighters and EMS would be focused on their core responsibilities in an incident, while police would handle citations. He suggested that given how chaotic emergency scenes could be, it made sense to have law enforcement take the lead on enforcement of violations rather than distracting fire personnel.

Mayor Mendenhall then lightened the mood with a playful comment, joking about the image of someone announcing a cleanup as though it were happening in a grocery store aisle. He observed that in recent incidents, people had been drawn to fires out of curiosity, sometimes causing problems for emergency responders by obstructing access. He asked Fire Chief Eddie Hales whether the increased population in Spanish Fork had made that issue more pronounced.

Chief Hales replied that while onlookers were a consistent challenge, the situation had not become abnormal compared to past years. He confirmed, however, that the department's direction to the public was always the same: stay back and let fire crews do their job.

The Mayor thanked Chief Hales for his input and reiterated that the fire code amendments were designed to help ensure safety by keeping emergency operations clear of interference. With no further questions or comments, the council closed discussion on the ordinance.

The Mayor entertain a motion on Item B.

Councilman Oyler ▾ Moved to **Approve Ordinance Amending the Spanish Fork Municipal Code Pertaining To The State Fire Code And Making Various Amendments**

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 Mendenhall transitioned to the next item on the agenda,

C. Ordinance Amending Section 8.36.020 Of The Spanish Fork Municipal Code Pertaining To Hazardous Materials Cleanup And Recovery Of Costs

City Attorney Vaughn Pickell introduced the next ordinance, which amended the municipal code regarding hazardous materials response. He explained that the revision was

straightforward, removing a single sentence in order to clarify and strengthen the fire department's authority to recover costs when responding to hazardous materials incidents. The change explicitly allowed the department to bill responsible parties for personnel time, equipment, and consumable resources used in extraordinary hazmat events. Pickell noted that Utah state law expressly authorized local governments to adopt ordinances permitting this type of cost recovery, making the adjustment consistent with state code.

City Manager Seth Perrins expanded on the rationale by describing the realities of hazardous materials incidents. He explained that such calls were not comparable to routine emergencies like house fires, where billing would never be appropriate. Instead, hazmat events often required extended responses that could tie up personnel and equipment for twelve to twenty-four hours or longer. He cited examples such as propane tanks leaking or chemical spills that reached waterways. In these situations, crews could not leave until the hazard was fully neutralized, which placed a significant burden on the community's resources. Perrins stressed that these were extraordinary incidents, often preventable, and that it was more fair for those responsible to bear the financial impact rather than the taxpayers at large.

Mayor Mendenhall responded that the change made sense and invited questions from the council.

Councilman Tooke ▾ **Moved to Approve Ordinance Amending Section 8.36.020 Of The Spanish Fork Municipal Code Pertaining To Hazardous Materials Cleanup And Recovery Of Costs**

Councilman Oyler ▾ **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

The Mayor then introduced the next item of business, a discussion on proposed changes to city code regarding the Airport Operations Board.

DISCUSSION:

A. Proposed changes to City Code 7.28.070 - Airport Operations, Board Makeup, Duties, etc.

Before addressing the agenda item on the Airport Operations Board, Christian Davis provided the council with a brief update on the newly implemented landing fees at the Spanish Fork Airport. He presented slides showing the fee schedule, which was structured according to

aircraft weight categories, a common practice at airports that assess such charges.

He reminded the council that the landing fees had gone into effect on August 1 and explained that the data he was presenting represented the first two weeks of operation. During that time, light general aviation aircraft under 5,000 pounds had generated approximately \$3,800 in revenue. Medium-sized aircraft, in the 5,000 to 12,500 pound range, had contributed about \$295. Larger aircraft accounted for just over \$1,000. Together, the three categories had produced roughly \$5,000 in revenue in the first two weeks.

Davis noted that one of the main questions raised had been whether the fees would impact traffic levels at the airport. The data indicated that overall operations had decreased by about 18.5 percent in that initial period. He explained that this reduction was not a concern, since the airport had been extremely busy, and the drop appeared to be primarily in touch-and-go training operations rather than in regular use. With more than 90 percent of the airport's traffic consisting of training flights, he suggested that a modest decrease was actually a positive outcome while the airport balanced its capacity with revenue needs.

With the landing fee update complete, Davis transitioned into the discussion on proposed changes to the city code regarding the makeup and duties of the Airport Operations Board.

After Christian Davis outlined the first two weeks of landing fee data, Councilman Jesse Cardon asked whether the reported 18.5 percent reduction in airport traffic could be attributed almost entirely to touch-and-go training operations. Davis replied that he did not yet have firm numbers, since a full month of data would give a clearer picture, but his sense was that the decrease was almost entirely due to training flights—likely 95 percent or more.

City Manager Seth Perrins added that one benefit of the new fee system was the detailed data it generated. For the first time, the city would have comprehensive operational information about how the airport was being used, who was using it, and the impact of those operations. This, he explained, would allow the city to make far more informed decisions about airport management going forward.

Councilman Shane Marshall emphasized the importance of aligning costs with usage. He pointed out that every landing placed wear and tear on the runway, creating costs for the city. He argued that taxpayers should not bear the burden of training flights and repeated use by pilots who did not live in the city. Instead, the fees rightly placed responsibility on those who were using the facility most heavily. He noted that with annual revenues projected in the range of \$130,000, the fees would provide a reliable source of reinvestment into the airport's infrastructure. Marshall commended staff for implementing the system, acknowledging that it was likely difficult to adopt but ultimately the responsible course for managing the airport as a business asset.

The Mayor closed the discussion with a lighthearted remark, joking that if a landing was so imperfect that the wheels never quite touched the runway, the pilot might be exempt from the fee. He reassured the council that camera systems would accurately track the operations, ensuring fairness in billing.

Christian Davis transitioned from his landing fee update to the agenda item on proposed changes to the Airport Operations Board. Before beginning, City Manager Seth Perrins offered context, explaining that as airport activity had expanded dramatically in recent years, the percentage of Spanish Fork residents actively using the airport had become smaller. With new hangars being filled by owners from across Utah Valley and even from counties farther away, it had become increasingly difficult to find Spanish Fork residents who were both qualified and available to serve on the airport board. Perrins noted that staff had been discussing possible adjustments to the code for several months in order to make the board's membership more representative of actual users while still keeping city oversight strong.

Davis then reviewed the current board composition, which required seven members: one Spanish Fork City Council member, at least three residents of Spanish Fork, and up to three airport patrons who lived within twenty-five miles of the airport. He explained that this structure had recently proven challenging. When a board seat opened in 2024, there were no qualified residents available who were willing to consistently attend meetings, participate in votes, and engage in meaningful discussion. As a temporary solution, the city appointed a second councilmember to the board, which was technically permissible under the existing code.

Davis illustrated the broader issue by noting that the airport now had 134 hangars, but only 12 of those hangar owners resided within Spanish Fork city limits. Because the city preferred that board members be hangar owners in order to ensure meaningful investment and long-term commitment, the pool of eligible resident candidates was extremely limited. He added that when residents who were not hangar owners served, they sometimes faced conflicts of interest as business operators at the airport, or lacked the practical experience necessary to provide substantive guidance.

With that context, Davis presented three proposals for revising the board structure, which had been developed through ongoing discussions with himself, Public Works Director Cory Pierce, Community Development Director Chris Thompson, and City Manager Perrins.

- Proposal One would expand the board to include two city councilmembers, the public works director, and four local airport patrons residing within twenty-five miles of the airport. This was the earliest proposal, originating about eight months earlier.
- Proposal Two would also formally add a second councilmember, but designate the public works director as an alternate member. It would expand the number of citizen members to five, requiring most to be Spanish Fork residents, while allowing up to two from within twenty-five miles outside the city. It would also give the city council the authority to remove board members at any time without cause and more clearly define the board's advisory responsibilities regarding budget, development, planning, and airport operations.
- Proposal Three represented the most recent and comprehensive revision. It would eventually repeal the existing chapter on the airport in Title 7 and replace it with a new Title 11 dedicated entirely to airport operations. The section governing boards and

committees would remain in Title 7.28 but would be updated to reflect a new board structure of two Councilmembers and five local airport patrons residing within twenty-five miles, without a specific requirement for Spanish Fork residency. The update would also formally establish the board's mission statement and responsibilities, which included advising on development, leases, safety, budget, and community engagement, with an emphasis on ensuring safe, efficient, and sustainable airport operations.

Davis concluded by explaining that these proposals represented an evolution of the city's thinking over the past eight to nine months. While staff believed the third proposal provided the most clarity and long-term stability, they welcomed feedback from the council before finalizing a recommendation. He emphasized that whichever path was chosen, the ultimate goal was to ensure that the board was both representative of those who used the airport and effective in advising the mayor and council on its future needs.

City Manager Seth Perrins emphasized that the purpose of restructuring the Airport Operations Board was to create a body that could function effectively within its advisory role. He explained that neither the council nor city staff were airport operators or aviation experts, so the city relied on the board to provide practical input and recommendations. Ultimately, however, the board remained advisory, and final decisions would always rest with the mayor and council. Perrins welcomed open dialogue and feedback to ensure the new structure struck the right balance.

Mayor Mendenhall then invited input from Councilmembers, noting that both Councilman Jesse Cardon and Councilwoman Stacy Beck currently served on the airport board.

Councilman Cardon expressed support for a structure that included two Councilmembers, the public works director, and four airport patrons from within twenty-five miles of Spanish Fork. He explained that such a configuration would preserve a balance between user input and city oversight. His primary concern was maintaining Spanish Fork's identity and influence, since the airport bore the city's name and remained its responsibility, even though only about twelve percent of hangar owners actually lived within city limits. By ensuring three of the seven board members were city officials, the city would keep a strong voice at the table while still welcoming active participation from local airport patrons.

Councilman Kevin Oyler summarized Cardon's position as shifting the citizen membership from five to four, thereby reserving three positions for the city through the two council seats and the public works director.

Councilmember Jesse Cardon agreed, saying that this was essentially the structure laid out in Proposal One, though he admitted he had lost track of the numbering while making his point. His explanation prompted some lighthearted teasing among the group, with remarks about him restating staff's original recommendation as if it were his own idea. Cardon acknowledged the humor, but reiterated that his concern was about ensuring Spanish Fork maintained proper oversight of the airport board.

Christian Davis responded that this was exactly the kind of feedback staff had hoped to

receive and confirmed that what Cardon described aligned closely with Proposal One. He said he welcomed any additional comments or suggestions from the council by phone or email as staff worked toward a final draft of the ordinance.

Councilmember Jesse Cardon joked about not wanting to give credit to Seth Perrins or Christian Davis for the idea he had just endorsed. The exchange ended on a light note, with general consensus that Proposal One provided a strong balance for the future makeup of the board.

Councilwoman Stacy Beck voiced her agreement with Councilman Cardon's suggestion, saying she liked the idea of having two councilmembers, the public works director, and four local patrons making up the board. She supported the balance it created between city oversight and user representation.

Councilman Kevin Oyler asked how the twenty-five-mile boundary for board eligibility had been determined.

Christian Davis explained that the majority of airport users came from within that radius, including communities beyond Orem but not much farther. Beyond that distance, most pilots and hangar owners typically used other airports such as Provo, Heber, or South Valley.

Mayor Mendenhall added with a grin that the line was measured deliberately to make sure Payson was included. Oyler responded with humor, saying Payson was "unfortunately" within the radius, drawing laughter from the room.

Councilman Jesse Cardon added that while the council could always revisit the structure in the future if adjustments were needed, he appreciated the clarity being established now. He emphasized the importance of defining the board's duties and focus areas so that expectations were set from the beginning. He said it was critical to get the composition and role of the board right, especially with the airport on the verge of significant growth.

Mayor Mendenhall noted that the timing was pressing, as the number of hangars at the airport was about to double once new construction was occupied. While he was unsure of the exact schedule, he said it appeared the facilities would be ready soon. Christian Davis confirmed that occupancy could begin as early as October.

The Mayor also raised a structural consideration, pointing out that adding the public works director as a permanent board member would remove that position from serving as an alternate. He reminded the council that the public works director role was already a demanding one, and it might be difficult to ensure consistent attendance at airport board meetings. He suggested the city consider designating an alternate or allowing the role to be filled by the director or a designee.

City Manager Seth Perrins agreed that this flexibility would be wise. He noted that such language could be incorporated into the ordinance to allow the board to retain balance while ensuring city representation remained strong.

Councilman Cardon agreed, explaining that this balance of perspectives had been valuable in past discussions such as the adoption of landing fees. He said the combination of input from airport patrons, pilots, and city officials with financial and operational expertise provided a fuller picture than any single perspective could on its own. He said that preserving both sides of the conversation, user experience and municipal responsibility, was exactly the balance they needed.

Mayor Mike Mendenhall summarized that the council had reached a good balance in its discussion on the Airport Operations Board and thanked Christian Davis for his preparation and work.

Councilmembers also expressed their appreciation, with Councilwoman Beck adding a lighthearted reminder that the annual Wings and Wheels event was coming soon and encouraging everyone to support it.

Christian Davis responded that there would be another council meeting before the event, so there would be additional opportunities to promote it.

With no further discussion items remaining, the Mayor confirmed with the Council that the next step was to enter a closed session. He asked if there were any other matters to raise before adjournment. Hearing none, a motion was made to adjourn to a closed meeting for the purpose of strategy discussions regarding pending or reasonably imminent litigation and to consider the character, professional competence, or physical or mental health of an individual, as authorized under Utah Code 52.

Councilman Cardon ▾ **Moved** to approve the **Adjourn to Closed Meeting to discuss the strategy sessions to discuss pending, reasonably imminent litigation and to discuss the character, professional competence or physical or mental health of an individual as provided by Utah Code Annotated [§52-4-205](#). In the explorer room.**

Councilman Tooke ▾ **Seconded** and the motion **Passed** with a roll call vote at 7:38 pm pm

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

Attest: August 19, 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 August 19, 2025. This document constitutes the official minutes of the City Council meeting.

Tara Silver

TARA SILVER, CITY RECORDER