



**ADOPTED MINUTES
CITY COUNCIL MEETING
October 21, 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, Councilwoman
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

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

Staff Members Absent:

Visitors Present:

<u>Name</u>	<u>Name</u>	<u>Name</u>
Mark Zenger	Steve Stone	Larvin Pollack
Cam Spotten	Stephen Lowe	Russ Nelson
Anne Jex	Lynn Hazel	Shelliane White
Brady Jex	Valerie Mills	Joshua Hardins
Judy Woodhouse	David Robinson	Andrew Kelly
Andre Goodwin	John Smiley	Austin Pritchett
Candace Goodwin	Mike Banner	Tate Murphy
Lily Goodwin	Joseph Earnest	David Robinson

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

Mike Mendenhall., Kevin Oyler Landon Tooke, Jesse Cardon, Seth Perrins, Tyler Jacobson, Dale Robinson, Cory Pierce, Chief Matt Johnson, Chief Eddie Hales, Jack Urquhart, Vaughn Pickell, Chief Matt Johnson, Lexi Lamb, Krista Horting, Scott Aylett, Tara Silver, Shane Marshall 4:59 pm, Dave Anderson 5:01 pm.

Mayor Mendenhall started the meeting at 4:44 pm

WORK SESSION:**A. Fire Data Review****Fire Department Growth and Staffing Needs**

- The department has made significant progress expanding from a volunteer model to a nearly full-time staffed operation, addressing both fire and EMS calls with improved response and care levels. In August 2023, the first full-time engine company was established, converting volunteer firefighters to part-time paid roles to enhance retention and fairness.
- The dual company firehouse design for Station 61 enables staffing of three fire companies from two stations, allowing flexible personnel deployment until Station 3 is built, after which growth will shift to new stations. Fully staffing Station 61 requires adding one firefighter per shift, moving from three to four personnel, but is limited by current station space constraints; Station 62 is fully staffed with seven bedrooms available.
- The department relies heavily on 20 part-time firefighters who respond from home for large incidents and cover shifts, though this model challenges crew cohesion and is

geographically Influenced

Fire and Medical Call Volume Trends and Impact

- Call volumes have risen sharply, affecting staffing and resource needs, with fire incidents increasing alongside medical calls. In 2021, there were 86 working fires, ranking the department 20th busiest statewide; by 2024, the number rose to 137, elevating the department to 18th busiest, comparable to cities like Draper and Sandy. The average is approximately three working fires per week, with 67 instances since July requiring mutual aid from outside agencies for fire support, indicating internal resources are often stretched thin.
- Since the Spanish Fork Hospital opened in March 2022, hospital transports have increased to about three per day, projecting 1,050 transports for 2024, placing additional demand on ambulance resources and pulling units out of the primary 911 response area. 70.5% of firefighters' 48-hour shifts are consumed by running calls, restocking, and reporting, leaving limited time for training, physical fitness, and administrative duties, intensifying workload and fatigue risks.

Response Times and Operational Efficiency

- Full-time staffing has substantially improved dispatch and turnout times, directly impacting emergency outcomes .
- The time from dispatch to unit en route dropped from 7 minutes 15 seconds in 2022 to approximately 2 minutes 9 seconds in 2023 and further to about 2 minutes 5 seconds in 2024, nearing national standards.
- National standards call for a response radius within 5 to 7 minutes; relocating Station 61 may slightly extend response times to the north but improves access to east-west corridors and reduces delays on busy roads, enhancing overall coverage.
- During peak activity, 20% of the time three or more calls occur simultaneously, causing delays and reliance on mutual aid, as evidenced by a recent nine-minute delay in engine arrival during a house fire.
- Staffing a second engine at Station 62 and fully staffing existing engines would reduce such delays, improving response to multiple concurrent incidents.

Financial Considerations and Funding Strategies

- Funding challenges exist due to growth demands, but strategic use of grants and impact fees aims to offset costs. The department projects needing approximately \$3 million in ongoing funding to complete.
- Key staffing expansions by fiscal year 2029, including adding a second engine at Station 62.
- fully staffing Station 61, and starting Station 63.
- A SAFER grant application seeks funding for 15 additional personnel over three years, with decreasing federal support over time, representing a critical opportunity to

accelerate staffing growth.

- Current part-time staffing budget of about \$725,000 can be partially reallocated to cover new full-time staffing costs, reducing immediate city expenditures.
- Impact fees contribute to station construction costs and can be held for up to six years before reimbursement, though political considerations influence fee levels and timing
- The department generates approximately \$1.7 million in revenue annually from hospital transports, which helps fund operations but raises questions about balancing cost and service levels.

Competitive Positioning and Strategic Vision

- Spanish Fork's fire department has rapidly advanced in staffing and service quality compared to similar cities, positioning it well for future growth.
- Leaders including Eddie and Chief Horting highlighted that few cities, except possibly Draper, have achieved such rapid departmental growth and service improvement in four years, reflecting strong management and community support.
- The department's decision to bill only for the actual level of care delivered, rather than uniformly at paramedic level, reflects a community-focused philosophy emphasizing fairness and transparency.
- Maintaining response times within or near national standards while adapting staffing models to local geography differentiates Spanish Fork from other agencies, helping sustain quality service despite rapid population growth.
- The ongoing plan to build new stations and expand staffing is aligned with forecasted population growth of about 3% annually, aiming to reduce reliance on mutual aid and improve self-sufficiency

Community Engagement and Communication Plans

- Clear communication and education about department changes are critical to public support and understanding.
- Council emphasized the importance of proactively educating residents about the transition from volunteer to full-time staffing and the rationale for station relocation, using available data and visuals to clarify impact and needs.
- The department's transparent sharing of live data on call volumes and response times via a public website supports trust and informed dialogue with citizens.
- Positive feedback from residents, especially seniors, indicates broad community approval of improved fire and EMS services, with minimal concerns raised beyond initial volunteer transitions.
- Continuous communication will help prepare the public for upcoming decisions around station moves and staffing increases, ensuring smoother implementation and sustained support

Action items

- Provide detailed data on calls inside city limits vs. outside city limits for mutual aid
- Clarify minimum staffing numbers and explain steps to fully staff Station 61 and 62

- Share evaluation timeline for staffing and building plans for Station 63 and beyond
- Coordinate public education materials and communication on recent improvements and upcoming fire station changes
- Share SAFER grant updates including timeline and funding details
- Provide data on mutual aid requests received and given compared to neighboring cities
- Review and consider increasing impact fees strategically to fund fire department equipment and infrastructure
- Continue to monitor budget and staffing needs for fire and EMS to align with growth projections

Ended at 5:57 pm

CALL TO ORDER, PLEDGE, OPENING CEREMONY:

Opening Remarks

Mayor Mike Mendenhall called the meeting to order for October 21, 2025 at approximately 6:00 p.m. He welcomed all attendees, expressing appreciation to everyone in attendance, particularly the children seated on the front row. The Mayor noted that it was always enjoyable to have youth present at the meetings.

The Mayor stated that, as was customary, the meeting would begin with a motivational thought or message followed by a prayer and the Pledge of Allegiance. Councilmember Shane Marshall had arranged the thought and prayer, and Councilmember Cardon would lead the pledge following that portion.

A. Motivational Message and Prayer

Councilmember Shane Marshall thanked the Mayor and announced that he had invited members of the Spanish Fork Veterans Council to participate in the opening segment. He introduced Steve Stone, who would share an motivational message, followed by Steve Lowe, who would offer the prayer.

Mr. Stone explained that he was not a motivational speaker but wanted to share information about the Spanish Fork Veterans Council and its purpose. He stated that the Council consisted of seven members, three representatives from each of the two veterans' organizations in town, along with one representative from the City Council. He noted that Councilmember Marshall served as the City's representative and expressed appreciation for his support and participation.

Mr. Stone outlined the four primary responsibilities of the Veterans Council:

1. Supporting veterans and promoting patriotism in the community.

2. Acting as a liaison between the two veterans' organizations in Spanish Fork.
3. Providing oversight for the maintenance and management of the Veterans Memorial Building.
4. Organizing the annual Memorial Day program and maintaining the veterans' monument at the cemetery, ensuring the names and crosses were kept up to date.

Mr. Stone shared the history of the Veterans Monument at the Spanish Fork Cemetery. He explained that in the mid-1990s, veterans traditionally honored the fallen on Memorial Day by placing white crosses at the cemetery. A veteran named Robert (Bob) Hutchings observed that it was becoming difficult for older veterans to continue setting up the crosses each year. Hutchings proposed building a permanent monument to display the names of fallen veterans.

According to Mr. Stone, local veterans, city officials, and community members joined forces to bring the idea to life. The monument was dedicated on Memorial Day 1999 with over 1,000 names inscribed. However, when it was announced that the traditional crosses would no longer be displayed, the community strongly objected. As a result, the crosses continued to be placed each Memorial Day, a tradition that remains in place today.

In 2009, the Council expanded the monument by adding four additional walls to accommodate more plaques. Mr. Stone reported that there were now nearly 2,000 names and corresponding crosses. He thanked the City for its ongoing support, highlighting the recent addition of veterans' banners along Main Street featuring the names and photos of local veterans.

Mr. Stone concluded by expressing gratitude to the City for its continued efforts to honor and support Spanish Fork veterans.

Prayer – Steve Lowe gave the invocation

B. Pledge of Allegiance

Following the prayer, Councilmember Shane Marshall asked if Lynn would lead the Pledge of Allegiance. Lynn led the attendees in reciting the Pledge to the flag of the United States of America. Upon conclusion, the Mayor and Council expressed their thanks.

Mayor Mike Mendenhall expressed appreciation to the veterans who had attended the meeting and participated in the opening proceedings. He thanked them for their continued service and presence. The Mayor then transitioned to the next agenda item, Item C – Recognition, and invited Councilmember Stacy Beck to introduce a special guest.

C. Recognitions

Councilmember Beck stated that she had the privilege of recognizing Lily Goodwin, a student from Maple Mountain High School. She invited Lily to come forward to the podium and introduced her to the Council and attendees.

Councilmember Beck noted that Lily had recently turned sixteen and was currently a sophomore at Maple Mountain High. She explained that Lily had already accomplished remarkable achievements for someone her age, particularly in the sport of pickleball. Beck remarked that Lily's passion for the game was evident, joking that it might have begun under the influence of her parents but had since become something she truly loved.

Councilmember Beck praised Lily's dedication and the strong support she received from her family, emphasizing how inspiring it was to see parents in the community encourage their children to pursue their interests and excel. Beck then invited Lily to share details about her accomplishments and experiences in competitive pickleball.

Ms. Lily Goodwin introduced herself, stating that she was a sophomore at Maple Mountain High School and had been playing pickleball for approximately four years. She explained that she received her first paddle sponsorship three years earlier, shortly after she began playing.

Ms. Goodwin recalled that while in ninth grade, she played on her high school pickleball team, which went on to win the state championship in its first year. She noted that she currently played for the Utah Valley University (UVU) college pickleball team, where she had been drafted as the number one female player on the roster.

She shared that her long-term goal was to become the number one female pickleball player in the world and expressed her gratitude to the Council for recognizing her achievements.

Councilmember Beck confirmed that Ms. Goodwin had made history by becoming both the first pickleball state champion and the first high school student in Utah to play on a college pickleball team.

Councilmember Kevin Oyler asked Ms. Goodwin to explain what a pickleball team consisted of. She responded that during high school play, teams were large and players rotated partners frequently, while the UVU team was structured with four players, two men and two women, competing as a team.

Councilmember Beck added that Ms. Goodwin and her teammates currently held the top team ranking at UVU, which Ms. Goodwin confirmed.

Councilmember Jesse Cardon then spoke, noting that he knew Lily and her family personally. He reminded her of a goal she and her father had set a few years prior to hit one million pickleballs, a symbolic milestone representing the effort needed to become the best. He praised Lily's dedication and discipline, acknowledging the strong parental support behind her success. Councilmember Cardon used her story to illustrate how setting goals and working consistently toward them often leads to significant accomplishments.

Councilmember Beck added that Ms. Goodwin had recently been featured on the local show Studio Chatter, where she discussed her ambitions. Beck invited her to share her long-term dream with the Council.

Ms. Goodwin stated that she hoped to one day compete professionally, play against the world's top athletes, and eventually represent the United States in the Olympics.

Beck responded that she believed the Olympics would be the perfect stage for Ms. Goodwin, given her talent.

Mayor Mike Mendenhall asked Ms. Goodwin if she played pickleball every day, to which she confirmed that she did. She described her morning routine of drilling and practicing daily with her father before school, even during the winter months. She explained that her father owned a car dealership where they had built a small indoor pickleball court, allowing her to continue training year-round.

Councilmember Cardon added that the family had even converted their backyard into a full regulation-size pickleball court, emphasizing their commitment to supporting her growth in the sport.

Councilmember Beck thanked Ms. Goodwin for attending and stated that the City was proud to recognize her achievements. She invited Lily forward to receive a certificate of recognition from Mayor Mendenhall and to take photos with the Council for the City's official social media. Ms. Goodwin expressed her gratitude, and several members of her family joined her for the photo.

City Manager Seth Perrins humorously commented that several members of the Mayor and Council considered themselves skilled pickleball players and had discussed a friendly challenge against Ms. Goodwin. He mentioned that Mayor Mendenhall was among those confident in their skills and suggested a match to "humble him." Ms. Goodwin laughed and accepted the challenge, saying she would gladly participate.

Perrins jokingly added that she could even play left-handed or blindfolded and still likely win.

Mayor Mendenhall noted that the pickleball courts at the new recreation and fitness center were nearly complete and suggested that Ms. Goodwin's exhibition match could serve as part of the grand opening celebration.

He expressed pride in recognizing young residents like Lily who achieved remarkable success, calling it "an investment hedge" for the community's future. He explained that the Mayor's Office displays signed photos of local state and national champions, and Ms. Goodwin's photo would be added to the collection. He told her that one day, her signed photo might be valuable as a keepsake when she became an Olympic athlete.

The Mayor thanked Ms. Goodwin and her family for attending, congratulated her once more, and invited the audience to join in applause.

Mayor Mike Mendenhall then opened the Public Comment portion of the meeting. He invited anyone from the public who wished to address the Mayor and Council to step forward. He clarified that individuals attending for specific public hearings should wait until those items were addressed later in the agenda.

PUBLIC COMMENT:

After offering the opportunity for comment three times and receiving no response, the Mayor closed the Public Comment period.

The Mayor transitioned to the Council Comments section, beginning with Councilmember Kevin Oyler. He referenced Steve Stone's earlier remarks about the veterans' banners and informed the public that the banners were beginning to be installed along Main Street that day and would continue the following day.

COUNCIL COMMENTS:

Councilmember Kevin Oyler

Councilmember Kevin Oyler expanded on his earlier remarks about the veteran banners being installed along Main Street. He encouraged parents planning to attend the Trick-or-Treat on Main Street event that upcoming Saturday to take a moment with their children to look up at the banners, read the veterans' names, and note the wars in which they had served. He suggested parents use the opportunity to teach their children about honoring and respecting veterans for their sacrifices and continued service to the community. He concluded his remarks by thanking the Mayor.

Councilmember Jesse Cardon

Councilmember Jesse Cardon stated that he had no formal report but wanted to express appreciation to all individuals who had filed to run for public office in the current election cycle. He encouraged residents to participate in the upcoming election, reminding them to vote for candidates who best represented their values and interests. He noted that both the Mayor and two City Council seats were on the ballot. Councilmember Cardon emphasized the importance of civic engagement and urged residents to make their voices heard through voting.

Councilmember Landon Tooke

Councilmember Landon Tooke reported that the Spanish Fork/Salem Chamber of Commerce was in the process of relocating its offices to a new space located just south of Main Street, across from the rodeo grounds. He mentioned that the Chamber President was unable to attend the meeting because the move was taking place that same day but planned to return in two weeks to provide an update.

He also reminded residents about the Trick-or-Treat on Main Street event scheduled for Saturday, October 25, from 1:00 to 3:00 p.m., echoing the earlier remarks from Councilmember Oyler. He encouraged families to attend and noted that downtown businesses had already decorated their storefronts in preparation for the event.

Councilmember Tooke concluded by commending the local election candidates, acknowledging the vulnerability and dedication required to run for public office. He expressed admiration for their courage, creativity, and commitment to the community, encouraging all residents to vote.

Councilmember Shane Marshall

Councilmember Shane Marshall thanked the Chamber of Commerce for hosting the recent Meet the Candidates Night, which he described as a successful event that provided residents with an opportunity to engage directly with those running for local office. He thanked all candidates who participated and reminded residents to return their mail-in ballots, emphasizing that voting was both a right and a responsibility, one made possible through the sacrifices of those who had served in the armed forces.

Councilmember Stacy Beck

Councilmember Stacy Beck reported that she had recently been appointed by the Mayor to serve on a new board with the Mountainland Association of Governments (MAG) and the Metropolitan Planning Organization (MPO). She attended her first meeting and learned that Phase One of the Santaquin I-15 interchange reconstruction and widening project was underway. Beck admitted uncertainty about what “Phase One” entailed and asked whether it referred to active construction or early-stage planning.

Councilmember Shane Marshall clarified that the project was still in the planning phase, explaining that environmental studies had been completed and that funding was the next major step. He estimated that construction would likely begin within the next two years once funding was secured.

Councilmember Beck went on to report that the organizations were also focusing on improving transit connectivity over the Point of the Mountain to Salt Lake City. She added that the Utah County Homeless Shelter would be open for 105 days during the current year.

Additionally, Beck shared information from the Utah County Auditor’s Office regarding truth in taxation procedures. She explained that if a truth-in-taxation hearing were scheduled in the future, it could only be the sole item on the agenda for that meeting. City Manager Seth Perrins confirmed that this was accurate. Beck concluded her remarks with no further updates.

Mayor Mike Mendenhall

Mayor Mike Mendenhall thanked the Councilmembers for their comments and echoed their encouragement for residents to vote in the upcoming election. He remarked that mail-in ballots had already been sent to registered voters, emphasizing that the modern voting process made participation easier than ever before.

He shared an anecdote about a resident who had expressed appreciation for mail-in voting because it allowed him to help his spouse, who was in a care facility, participate in elections without the difficulty of in-person voting. The Mayor said that voting by mail not only honored the efforts of past generations but also paid respect to the veterans who had defended the right to vote.

Transitioning to safety matters, the Mayor noted that Halloween was approaching and asked Police Chief Matt Johnson to offer safety advice for families and children.

Chief Matt Johnson advised residents to exercise caution during Halloween festivities, reminding parents to walk with their children, carry flashlights or reflective lights, and be alert to traffic.

The Mayor thanked Chief Johnson for his input and reiterated the importance of pedestrian safety during the upcoming Trick-or-Treat event and on Halloween night. He encouraged both motorists and pedestrians to remain vigilant to ensure a safe and enjoyable celebration for everyone.

He concluded his remarks by reminding residents that public safety officers would be patrolling, but the goal was to have a safe evening without the need for their intervention.

STAFF REPORTS:

A. Truth in Taxation

City Manager Seth Perrins followed up on Councilmember Beck's earlier report about truth-in-taxation procedures. He explained that this year had been particularly challenging for many cities and school districts due to administrative complexities in implementing the state's truth-in-taxation requirements.

He noted that City staff were working with state legislative partners to streamline the process, not to eliminate the law but to remove the inefficiencies and confusion it had caused. Perrins highlighted one major issue: the timing of the required hearing. Currently, cities must signal their intent to hold a truth-in-taxation hearing by June 1, but the actual hearing cannot occur until August, which is two months after the fiscal year begins.

He stated that this sequence forced cities to approve their budgets before knowing whether a tax adjustment would occur, creating an administrative conflict. Perrins said officials were exploring the possibility of holding the hearing earlier, potentially in May or June, to align it with the annual budget process.

He invited the Council to share any preliminary thoughts. The Mayor responded that he preferred to hold such hearings sooner, allowing for greater public engagement. Perrins agreed and noted that he appreciated the feedback.

City Manager Seth Perrins briefly noted that the council would likely need to discuss sewer-related topics at a future meeting, but the focus of this portion of the meeting would be on recent traffic matters. He complimented the Public Works Department for its excellent performance in managing ongoing infrastructure improvements and then invited Public Works Director Cory Peirce to present several updates.

B. Traffic Updates

Public Works Director Cory Peirce stated that his department had a few traffic improvement projects to share with both the council and the public. The first project he discussed involved the Canyon Creek area, where city staff had been studying possible safety improvements at a particularly congested intersection. Peirce explained that the intersection in question had experienced multiple safety concerns, including frequent traffic backups and pedestrian crossings that posed risks due to the number of lanes and the high volume of vehicles. He displayed a diagram of the area to illustrate the issues and explained that left-hand turns exiting the Walmart area had been particularly problematic, often causing vehicles to block lanes and disrupt traffic flow. He also noted that frequent U-turns near the intersection compounded the problem.

Peirce explained that after reviewing several alternatives, the department proposed restricting certain turning movements at the intersection to reduce conflicts and improve safety. Initially, the city considered prohibiting all left-hand turns in and out of both sides of the intersection but opted against that approach after consulting with nearby businesses. Business owners in the Deseret Book and Workforce Services area expressed concerns about losing critical access for customers, and city staff agreed that limiting those turns could divert too much traffic to the Kirby Lane intersection, potentially creating additional congestion there. As a result, the city planned to maintain left-hand turns into the Deseret Book area while restricting left turns in and out of the Walmart access. This modification would extend the left-turn pocket from the nearby Commerce Way signalized intersection, allowing for greater vehicle stacking capacity and reducing unsafe movements.

Peirce stated that the city was in the process of securing a contractor to complete the work. He noted that depending on weather conditions, construction could begin before winter but would likely be completed in early spring if delayed. He invited questions from the council but, hearing none, proceeded to the next update.

Peirce then discussed the Spanish Fork Parkway and 700 South roundabout, noting that the roundabout's shape had been slightly altered due to recent modifications but continued to function effectively. The main issue in that area, he said, was traffic backing up from the U.S. 6 signal, which at times caused the roundabout to stall completely. To mitigate the issue, the city had widened the lanes on the west side of the roundabout to create a dedicated right-turn lane for southbound traffic turning onto U.S. 6. This change ensured that even

when traffic backed up from the highway, another lane remained open for vehicles to continue circulating through the roundabout. Peirce described this adjustment as a successful interim solution while the city worked with state and federal partners to implement a more permanent fix.

He explained that the long-term plan included adding an additional lane at the U.S. 6 intersection, resulting in two through lanes and one dedicated right-turn lane. The delay in completing that project was due primarily to coordination with the railroad, but progress was being made. Peirce emphasized that the interim configuration was already improving traffic flow and thanked residents for their patience as work continued.

Councilmember Kevin Oyler asked whether the planned right-turn lane onto U.S. 6 could be designed as a continuous merge lane rather than a stop-and-go turn, allowing smoother traffic flow. Peirce responded that the project was still in the early planning stages—approximately at the 60 percent design stage—and that he would review the suggestion with the engineering team. He acknowledged that many drivers currently used the right-turn lane as a through lane, blocking true right-turn traffic, which the city intended to correct through improved design and signage.

City Manager Seth Perrins added that any changes to U.S. 6 would require coordination and approval from the Utah Department of Transportation (UDOT). He noted that while Councilmember Oyler's idea had merit, UDOT would likely need to study the proposal carefully to ensure that it would not introduce new safety or operational issues.

Councilmember Stacy Beck inquired about signage in the area. She noted that one sign near the intersection indicated "Right Turn Only" and asked whether additional signage might be needed closer to Highway 6 to help drivers better understand the traffic flow.

Councilmember Jesse Cardon responded that there were already three right-turn-only signs in place but acknowledged that they could be easy to miss. He suggested that drivers, particularly younger and less experienced ones, might benefit from clearer directional signage before entering the roundabout. He explained that with the recent lane changes, some drivers seemed uncertain about which lane to be in, especially during the high school's afternoon release when traffic was heaviest.

Councilmember Cardon recommended that the city review the area for potential advance lane guidance signs to help motorists make correct lane choices before reaching the roundabout.

Public Works Director, Cory Peirce, thanked the council for the feedback and confirmed that his department would review signage placement and consider additional solutions to improve traffic awareness in the area. He then concluded his presentation, stating that those were the primary updates he wished to share for the evening.

Mayor Mike Mendenhall thanked Director Peirce for his report and the department's continued work to improve city infrastructure. He then turned to City Manager Seth Perrins to

see if there were any additional staff updates. Perrins indicated that there were none at that time.

The Mayor then transitioned the meeting from the staff report segment to the next agenda item, Spanish Fork 101, noting that there were a few updates to be shared. He introduced City Recorder and Election Officer Tara Silver, who would provide a general election information update.

SPANISH FORK 101:

A. General Elections- Tara Silver

City Recorder and Election Officer Tara Silver provided an update on the upcoming general election, scheduled for Tuesday, November 4, 2025. She emphasized the importance of voter participation and noted that residents had 84 days between the primary and general elections to become informed about the candidates, followed by approximately 15 to 20 days after receiving their ballots to complete and submit them. She encouraged everyone to set aside time to review their ballots and return them promptly, reminding the public that participating in local elections was an essential civic duty.

Ms. Silver reviewed the primary election results, explaining that they offered an overview of where each candidate stood heading into the general election. She suggested that residents could use those results as motivation, either to rally additional support for their preferred candidates or to re-engage in the process.

She presented an example of the general election ballot and explained the voting rules: residents could select one candidate for mayor and up to two candidates for city council. She stressed the importance of marking the correct number of selections to avoid invalidating a vote.

Ms. Silver reminded voters that if they intended to mail their ballots, they should do so several days before election day, as ballots must arrive at the Utah County Elections Office by 8:00 p.m. on election night to be counted. For those who missed the mailing window, she highlighted the convenience of official ballot drop boxes, noting that Spanish Fork's drop box was located outside Library Hall near the library's book return area.

She added that residents could also vote in person on election day at the Heritage Room in Library Hall. For those who preferred early voting, in-person early voting would be available at the Utah County Elections Office from October 27 through October 31, as well as on November 3.

When Councilmember Kevin Oyler asked if voters could bring their completed mail-in ballots to an in-person polling location on election day, Mrs. Silver confirmed that they could. She explained that election staff offered a "Fast Cast" line for voters who had already filled out their ballots. These voters would have their identification verified and could then quickly submit their ballots.

Mayor Mike Mendenhall asked where the in-person polling location would be held in Spanish Fork, and Mrs. Silver confirmed it would take place in the Heritage Room at Library Hall.

Ms. Silver then showed an image of the Library Hall ballot drop box to help new voters locate it. She explained that voters would pass three other mail drop boxes before reaching the official Utah County ballot drop box, which was clearly labeled. She reiterated that ballots deposited in the drop box could be submitted up until 8:00 p.m. on election night, while mailed ballots must arrive by that same deadline.

Ms. Silver also clarified a ballot instruction issue that had caused some voter confusion. She stated that the county had left an outdated instruction on the ballot telling voters to include the last four digits of their driver's license or Social Security number. Although this requirement had been tested during the primary election, it was ultimately not implemented, and the form no longer included a field for those numbers. She reassured residents that a signature alone was sufficient, emphasizing that ballots without those numbers would still be valid. She explained that the new identification rule would not take effect until 2029, unless modified by future legislation.

She encouraged residents to share this information with others to prevent unnecessary concern and stressed that the City's priority was to make voting clear and accessible for all residents.

Ms. Silver concluded her report by noting that additional election information could be found on several websites:

- The Spanish Fork City website contained candidate contact details, financial disclosures, and local election resources.
- The Utah State Elections website featured candidate profiles and voter registration tools.
- The Utah County website provided a full list of ballot drop box and election center locations.

She reminded residents that they could contact her office directly or the Utah County Elections Office with any voting questions. Ms. Silver closed her presentation by encouraging residents to educate themselves about the candidates and take advantage of one of the many available voting options.

Mayor Mike Mendenhall thanked Ms. Silver for her presentation and commended her professionalism in administering elections for the City. He emphasized the importance of voting, noting that elections were not only a civic responsibility but also represented a significant financial investment by the City and its taxpayers. He reminded the audience that the City received billing from Utah County for each election cycle and that those costs were covered by local tax dollars.

City Manager Seth Perrins added that the City had budgeted approximately \$50,000 for the primary election and \$70,000 for the general election, underscoring the cost of conducting local elections.

The Mayor reiterated that residents had already paid for the election process through their taxes and should “use that money wisely” by exercising their right to vote. He thanked Ms. Silver again for her work and concluded the discussion by transitioning to the next agenda item, Spanish Fork 101, Item B – Fit City Center Update, to be presented by Dale Robinson.

B. FitCity Update

Parks and Recreation Director Dale Robinson provided a construction update and outlined the plan to brief the Council at each of the next three meetings so the public stayed informed on progress and opening preparations. He reported that the building inspection had been completed and passed. The Health Department inspection was scheduled for Thursday and was identified as the final major inspection hurdle.

Robinson noted that elevator certification remained outstanding. He explained that the units could not be put into regular service until the state inspector signed off, which protected the manufacturer’s warranty. In the meantime, controlled use with an operator had allowed staff to place initial equipment. The upstairs fitness floor had begun receiving and staging machines.

Pools inside the facility were operational for testing. Staff planned to begin filling the outdoor pool the following week to test systems and seams. Water would remain in the basin after testing. Robinson joked that winter cold plunges could be a future consideration.

Wood courts required additional conditioning time. Moisture levels in the maple flooring needed to reach the target range before installation. The contractor had deployed dehumidification and moisture meters and expected to begin nailing the floors as early as the next morning. Once started, the gym floor sequence would take about three weeks including fastening, sanding, striping, and sealing. Robinson described court completion as the trailing critical path for the interior and said the team continued to push parallel tasks so the building would be ready to launch as soon as floors were done.

Robinson invited observational feedback from Councilmembers who had toured the site recently.

Councilmember Shane Marshall said the facility felt welcoming rather than institutional. He highlighted the senior center connection, child watch, and community gathering spaces that encouraged social interaction. He noted that the first basketball hoops owned by the City were now in the recreation center and praised the multipurpose layout that would support basketball and pickleball. He acknowledged the desire for a faster finish.

Robinson said the progress and the three-week floor window suggested the team could complete other preparations in parallel.

Dale Robinson played a silent drone video to illustrate progress for the public record.

Councilmember Jesse Cardon remarked on the rapid change between visits and the high volume of trades on site doing finish work. He described enthusiastic reactions from both Rotary Club members and Youth City Council participants and said the center would be a major community asset with broad impact.

Robinson thanked the Council for its vision and support and said staff had become frequent tour guides as community interest grew. He emphasized that the location next to the River Trail was intentional and aligned with the Council's trail connectivity goals.

Councilmember Kevin Oyler shared resident excitement about trail access and asked about bike parking capacity. Robinson said bike parking was part of the plan. If any racks were not already in the construction documents, space had been reserved to add them, and staff would ensure adequate, convenient rack placement.

Robinson confirmed that the design team had made space for bike parking and that if it was not already included in the finalized construction drawings, staff would ensure it was added before completion. He emphasized that the placement of the FitCity Center was intentional and strategic, not coincidental.

Robinson explained that locating the facility adjacent to the Spanish Fork River Trail system aligned with the City's long-term vision to provide safe and convenient access for residents, particularly children, without requiring vehicle transportation. He noted that many sections of the trail already connected neighborhoods to the area and that additional links would continue to develop as new subdivisions were built.

He stated that this approach reflected the Council's commitment to accessible recreation and family safety, ensuring that residents from various parts of the city could reach the FitCity Center on foot or by bike without having to cross major roadways. Robinson added that the department's goal was to make the center a truly community-centered facility, one that encouraged health, social connection, and accessibility for all residents, especially youth who might not otherwise have transportation options.

Councilmember Stacy Beck raised wayfinding and door identification. She noted that some visitors had parked near the senior entrance and then struggled to find the main entry.

Robinson confirmed that a comprehensive signage package was in progress and would address primary and secondary entrances, parking, and interior wayfinding.

Councilmember Landon Tooke praised building sightlines and views to the river and mountains, as well as the woodwork that gave the facility a distinct Spanish Fork feel. He appreciated visibility in the childcare area that allowed caregivers to observe children throughout the space. He expressed enthusiasm for activating the outdoor areas in spring.

Robinson thanked the Council for the input and prepared to transition to the next presenters

on timeline and memberships, noting he would finish the segment on behalf of Nick if needed.

Nick Porter, representing the FitCity Center operations team, outlined the seven-week plan leading up to the official opening of the new recreation facility. He explained that staff would present progress updates at the next several Council meetings to keep the public informed about upcoming milestones. The plan scheduled the first operational phase to begin within the next week or two, depending on final approvals and inspection results.

Porter shared that week one would begin with staff training, office relocation, and delivery of equipment and supplies. He emphasized that while much of the construction was nearing completion, significant setup work remained once the team officially occupied the building. He described the seven-week plan as a structured rollout designed to ensure a smooth and safe opening, joking that he could offer far more detail but would refrain in the interest of time.

Nick Porter added that the team intended to open the building for public tours prior to membership sales. He noted that many residents had expressed interest in seeing the facility before committing to a membership, and the City welcomed that curiosity. Public tours would be available during designated hours, allowing staff to showcase the new amenities.

Porter explained that initial operations would include employee-only testing events to allow staff to practice safety rotations, test aquatic systems, and identify any operational issues under controlled conditions. Following this, the City would hold soft openings for specific groups, including early members, business partners, community committee members, and the Parks and Recreation Advisory Board.

Porter stated that the final stage, week seven, would mark the public soft opening, during which the facility would operate from 5:00 a.m. to 10:00 p.m., Monday through Saturday. Admission would be free to the public during that period. The City would then host a three-day grand opening celebration, consistent with discussions held during a previous work session.

Councilmember Shane Marshall asked why week one couldn't start immediately. Porter replied that the department was still finalizing staff onboarding and training schedules. City Manager Seth Perrins clarified that not all areas of the building were ready for occupancy, as construction crews were completing inspections and punch list items.

Perrins explained that while some equipment setup had begun, the City could not move into office spaces or begin full operations until those areas were formally accepted from the contractor. He confirmed that staff training was already scheduled to begin within a week, even if held in alternate locations until the building was cleared. Perrins humorously offered to "make a mess" to help train janitorial staff, prompting laughter from the Council.

Councilmember Marshall followed up, asking if certain areas, such as those outside the basketball court, were accessible sooner for training. Perrins responded that full training in

the facility was not yet possible because official occupancy had not been granted. Robinson added that the final punch list walkthrough was scheduled for the following Monday, and once the County Health Department approved its portion, City staff could begin staged move-ins.

Dale Robinson noted that some elements of staff preparation were already underway. Lifeguard certification and training, for example, had been ongoing at the Payson City Pool for several months to ensure readiness. Porter agreed, saying the team was moving forward quickly with all pre-opening preparations but would not fully occupy the facility until final sign-off to avoid confusion or damage claims during the turnover process.

City Manager Perrins concluded that the City's approach would be staggered and adaptive, with some training and setup beginning before formal occupancy and other tasks following as inspections were completed. He reiterated that the City wanted to balance urgency with caution to ensure a smooth handoff from the contractor to operations.

Councilmember Jesse Cardon asked when the public could expect an official opening date for the FitCity Center. He clarified that he was not requesting that the date be finalized that evening but noted that, based on the seven-week plan presented, residents might begin to calculate potential dates on their own. Councilmember Cardon suggested that if training began the following week, the projected opening could fall around December 13, 2025, and asked when the City anticipated announcing the confirmed date.

Nick Porter agreed that the math was accurate and said staff hoped to provide an official opening date at the next City Council meeting in early November. He stated that the goal was to announce a date soon but that staff wanted to ensure all inspections, certifications, and facility preparations were complete before making it public. If the date could not be finalized by the next meeting, the team would provide specific reasons for the delay.

Porter described the plans for the soft opening period, explaining that these events would be structured in two-hour blocks to allow visitors to explore the facility and experience its different areas. He emphasized that the intention was to showcase every part of the FitCity Center, not just the aquatics area. The department planned to host short, introductory fitness class demonstrations so residents could try various programs, such as Zumba or yoga, before committing to full-length sessions.

He also described interactive events for the aquatics area, including fun contests like belly flop competitions and float races in the competition pool. Porter said these activities were designed to engage residents, create excitement, and help them become familiar with the new recreation spaces. He assured the Council that detailed schedules and information about the soft openings would be shared as soon as they were finalized.

Porter then introduced Shellianne White, the City's Membership and Operations Supervisor, to report on membership sales and marketing efforts.

Shellianne White began by expressing enthusiasm for the strong community response to

FitCity Center memberships. She reported that as of October 21, 2025, the City had sold 1,931 memberships, with that number increasing by the hour. By the evening of the meeting, total membership sales had reached approximately 1,940, representing a customer base of about 7,000 individuals.

White provided a breakdown of membership categories:

- Family memberships were the largest group, with 945 resident and 189 nonresident memberships.
- Senior (age 65+) memberships included 227 resident and 78 nonresident members.
- Adult and two-party memberships followed in overall numbers, and White noted that she hoped to see growth in the adult category in coming weeks.
- The total also included 191 employee memberships, which were counted within the overall total.

City Manager Seth Perrins added context, noting that by the end of September, the City had sold approximately 1,300 memberships, meaning about 600 new memberships had been added in just the first half of October. He commended the rapid growth and predicted that October would likely match or exceed the September total.

White said the momentum was expected to continue as the department rolled out monthly and three-month membership options, which had just become available that week. She explained that all membership totals, annual, short-term, and monthly, were currently grouped together in reporting.

She outlined several ongoing promotions, including:

- Two months free for anyone who signed up before the center officially opened. White encouraged residents to take advantage of this promotion to avoid long lines at the front desk after opening. Early signups would be able to pick up their membership cards during soft openings, allowing them to simply scan and enter once the facility opened for public use.
- Founders' pricing, which allowed early members to lock in their rates for five years as long as their memberships remained active.

White said these promotions were intended to reward early supporters and build a stable foundation of committed members before launch.

She also described the City's marketing and outreach efforts, including:

- A citywide mailer similar to the campaign used when the new library opened, which would also be distributed to neighboring communities.
- Plans for a corporate membership drive, where she and her team would visit local businesses to promote group membership options.
- Continued use of social media advertising, targeted digital outreach, and the introduction of gift cards for purchase by the following month.

White shared a personal anecdote about visiting a first-grade classroom, where a student asked her to “tell my mom about the new Fit City Center,” which she said illustrated how excited families were about the facility. Inspired by that moment, the department planned to send flyers to all Nebo School District schools within Spanish Fork, Mapleton, and southern areas of the district to promote family memberships.

She concluded with a membership heat map, showing the highest concentrations of members in Spanish Fork, followed by residents in Salem and Payson. She also mentioned a small number of memberships from out-of-county residents, including individuals from Draper, South Jordan, and Heber City, though those represented only a few accounts each.

White closed by thanking the Council for its support and invited questions or marketing suggestions, reiterating that the community's excitement and engagement had exceeded expectations.

Councilmembers expressed appreciation for the update and commended staff for the strong progress. Several members noted that early interest and the rapid increase in memberships reflected the community's excitement for the FitCity Center. They agreed that the promotions, marketing outreach, and early engagement opportunities were helping build momentum ahead of the official opening.

Mayor Mike Mendenhall thanked Shellianne White and the Parks and Recreation Department for their efforts to promote the facility and prepare for a successful launch. He highlighted that maintaining steady communication with the public through mailers, school outreach, and corporate engagement would ensure residents understood the value of the center and felt connected to the project from the start.

Mayor Mike Mendenhall added that the Council's vision for the FitCity Center was to create a space that supported wellness and community connection across all age groups. He thanked staff for their professionalism and creativity in bringing that vision to life.

Parks and Recreation Director Dale Robinson closed the presentation by reiterating the department's excitement about the upcoming opening. He said the FitCity Center represented years of planning, coordination, and investment, and that seeing the community's response reaffirmed the importance of the project.

With no further discussion, Mayor Mendenhall thanked the Parks and Recreation staff for the comprehensive update and moved to the next item on the agenda.

CONSENT ITEMS:

a. Minutes Spanish Fork City Council 10-07-2025

b. Enbridge Gas Right-of-Way Agreement for Spanish Fork Airport

Councilman Cardon ▾ made a **Motion** to Approve ▾ the Consent Item with an all in favor A through B.

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

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

Mayor Mike Mendenhall transitioned the meeting from the informational updates to the public hearing portion of the agenda. He stated that the first item for consideration was an ordinance to approve the 6th East Townhome Zone Change. The Mayor confirmed that the City Attorney was present to assist with the proceedings and noted that this item would be open for public comment following the staff presentation.

He invited staff to present the background, details, and recommendation related to the proposed zoning change for the 6th East Townhome development.

PUBLIC HEARING:

A. Ordinance to Approve the 6th East Townhomes Zone Change

Community Development Director Dave Anderson presented the staff report regarding the proposed 6th East Townhome Zone Change and Infill Overlay Amendment. He explained that the subject property was located at 590 East Center Street, on the southwest corner of the intersection of 600 East and Center Street, comprising approximately 0.3 acres.

Anderson provided background information, noting that in 2021, the property's zoning was changed to R-3 (Residential) with an Infill Overlay, allowing for the development of a four-unit townhome building oriented toward the corner. He displayed images of the previously approved site plan and building elevation.

The applicant was now requesting an amendment to the existing infill overlay approval to modify the building configuration, design, and access layout. Under the new proposal, the

four-unit building footprint would shift slightly, with three units facing 600 East and one unit fronting Center Street. Additionally, the site access would be changed from 600 East, as previously approved, to Center Street.

Anderson explained that this amendment was necessary because infill overlay approvals are project-specific and tie directly to the details of a particular site plan, including building design, layout, and parking configuration. Any change to those elements therefore required a new approval from the City Council following a public hearing.

He showed the revised building elevations, describing how the updated design would appear from both 600 East and Center Street. The Development Review Committee (DRC) and the Planning Commission had both reviewed the proposal and recommended approval of the amended infill overlay, subject to the findings and conditions outlined in the staff report.

Anderson added that the Planning Commission had also approved a preliminary plat for the project, which was contingent upon City Council approval of this requested amendment. He concluded by offering to answer any questions from the Council.

Mayor Mike Mendenhall thanked Mr. Anderson for the presentation and asked if any Councilmembers had questions before opening the public hearing. Hearing none, the Mayor invited the applicant to speak, though the applicant declined to make additional comments at that time.

The Mayor then called for a motion to open the public hearing for Item A – 6th East Townhome Zone Change.

Councilwoman Beck ▾ **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

PUBLIC COMMENT:

Mayor Mike Mendenhall once again invited public input, asking if anyone present wished to speak on the Ordinance to Approve the 6th East Townhomes Zone Change.

After pausing for comment, he noted that no members of the public came forward to speak.

Mayor Mendenhall, seeing no further public participation, entertained a motion to close the

public hearing for Item A.

Mayor Mendenhall seeing none, he entertained a motion to end the public hearing.

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

Councilman Tooke ▾ **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, the Council engaged in discussion regarding the proposed 6th East Townhome Zone Change and Infill Overlay Amendment.

Councilmember Kevin Oyler began by referencing prior Planning Commission discussions regarding parking and potential traffic impacts. He asked Community Development Director Dave Anderson to clarify comments about possible signal installation at the nearby intersection and its effect on street parking. Anderson confirmed that the City's master transportation plan did anticipate a traffic signal at 600 East and Center Street in the future. He explained that the addition of a signal would not eliminate all parking, as the design would still include a shoulder on 600 East suitable for some on-street parking. In addition, on-site parking would remain available within the development.

Councilmember Jesse Cardon asked about the parking ratio and how many spaces were provided outside of the garages. Anderson responded that the project included 10 total parking spaces, eight within the four two-car garages and two visitor spaces located on-site. Cardon confirmed that this met the City's requirement of 2.5 spaces per unit.

Cardon also inquired about communication with a resident who had attempted to speak at the Planning Commission hearing but did not have the opportunity to do so. Anderson stated that Planning staff had attempted to contact the individual twice but had not received a response as of that afternoon.

Councilmember Stacy Beck commented on the design, asking if it would resemble nearby apartments constructed by the same developer. Developer John Smiley confirmed that while the new townhomes would share some design elements, the previous project was located on 4th East, not 6th East. Beck stated that she felt the design complemented the neighborhood and would add visual appeal to the area.

Councilmember Kevin Oyler humorously remarked that while he had once hoped for a "mansion house with rooftop balconies" overlooking the Pioneer Day parade route, he

understood the challenges of developing the property and appreciated the applicant's persistence in bringing a viable project forward.

Councilmember Shane Marshall asked the developer to explain the reason for the configuration change from the previously approved layout. Mr. Smiley replied that when the original plan was approved in 2021, the housing market was exceptionally strong, and the larger 2,600-square-foot units had been financially feasible, with projected sales prices between \$500,000 and \$550,000. Given the current economic climate and changing affordability needs, the developer opted to modify the design to offer smaller, more affordable units priced around \$400,000 to \$415,000.

Marshall acknowledged the market shift and commended Smiley for adapting the project to meet community needs. He also complimented the developer's existing townhome project on 4th East, noting that he admired its appearance and quality whenever he passed by.

Councilmember Stacy Beck added that she supported the inclusion of unfinished basements, explaining that it allowed future owners the flexibility to expand living space as needed and might encourage more use of garage parking.

Councilmember Landon Tooke echoed earlier comments, stating that the property's location on Center Street had long drawn curiosity about potential development. He said he was pleased to see an attractive, well-planned project proposed for the site and looked forward to its completion.

Mayor Mike Mendenhall thanked the Council for their comments and asked if any members had additional questions for staff or the applicant. Hearing none, he invited final remarks.

Councilmember Jesse Cardon stated that while he supported the project overall, he would not vote in favor at this meeting out of respect for the adjacent property owner who had attempted to provide input at the Planning Commission hearing. He said he would prefer to delay action until that resident had the opportunity to share comments, emphasizing the importance of ensuring all affected parties were heard before final approval.

Councilmember Kevin Oyler asked whether staff or the Council had been able to reach out directly to the resident who was unable to comment during the Planning Commission hearing. Councilmember Jesse Cardon responded that he had reviewed the Planning Commission meeting recording earlier in the day but had not personally contacted the individual.

Mayor Mike Mendenhall asked if there were any additional comments or questions.

Councilmember Cardon clarified his position, reiterating that while he supported the project and had voted for a similar version previously, he preferred to delay action until the adjacent property owner had a chance to share input.

Councilmember Shane Marshall asked staff to confirm that the proposed amendment did

not change the density, number of units, or total parking count from what had been approved in 2021. Community Development Director Dave Anderson confirmed that the project remained at four units and ten total parking spaces, with the only change being the building's orientation and site access.

With no further discussion, Mayor Mendenhall called for a motion.

Councilman Marshall ▾ **Moved to Approve the Ordinance to Approve the 6th East Townhomes Zone Change**

I move to approve the proposed 6th East Townhomes Zone Change based on the following findings and subject to the following conditions:

Findings:

- 1. That the proposal is consistent with the City's General Plan Designation of Mixed Use.**
- 2. That the proposal meets the intent of the Infill Overlay Zoning District.**

Conditions:

- 1. That the Applicant meets the City's development and construction standards, zoning requirements and other applicable City ordinances.**
- 2. That the Applicant addresses any staff review comments.**
- 3. That the proposed CC&Rs be updated to reflect the current proposal (i.e., unit count and project name).**
- 4. That the building design be modified to have a unit including a man door entrance oriented to Center Street.**
- 5. That the applicant upgrades the existing masonry wall to include a decorative cap to make it look more appropriate for a residential setting.**

Councilwoman Beck ▾ **Seconded** and the motion **Passed** with a roll call vote

Kevin Oyler	Yes
Jesse Cardon	No
Stacy Beck	Yes
Landon Tooke	Yes
Shane Marshall	Yes

Mayor Mike Mendenhall moved on to item B Ordinance to Amend the Zoning Map for the Chillon Reception Center

B. Ordinance to Amend the Zoning Map for the Chillon Reception Center

Mayor Mike Mendenhall introduced the next agenda item, an ordinance to amend the zoning map for the Chillon Reception Center property.

Before staff presented the report, Councilmember Stacy Beck humorously noted that she had been married at the Chillon Reception Center and asked if that required her to recuse herself from the vote. The Mayor and several Councilmembers laughed, with Councilmember Beck adding that she had also held her wedding reception at the same venue.

Mayor Mendenhall jokingly responded that her connection likely fell well within the “statute of limitations” and that she could participate in the discussion and vote. He added, “It’s been a minute since that happened,” prompting further laughter from the Council and audience.

The Mayor then clarified for those unfamiliar with the location that the item concerned the Chillon Reception Center, a well-known property in the community, and invited staff to present the details of the proposed zoning amendment.

David Mann, representing the Community Development Department, presented the staff report regarding the proposed zoning map amendment for the Chillon Reception Center, located at 700 East Center Street.

Mann explained that the property owner had recently approached the City to discuss potential future uses for the site and to confirm whether those uses would be permitted under the current zoning. The discussion revealed that the property was located within a residential zone and was operating as a legal nonconforming use, meaning it could continue operating but did not comply with the current zoning classification.

To align the zoning with the property’s long-standing and intended uses, the applicant was directed to apply for a zone change to Commercial Office (CO). Mann noted that the general plan designation for the area was mixed use, which made the proposed change consistent with the City’s broader land-use goals.

He described the site layout, highlighting that the property included a parking lot on the east side and was surrounded by residential properties. Mann commented that when he first came to work for the City about a year earlier, the Chillon Reception Center was one of the most recognizable landmarks he noticed in town. He stated that it was viewed as a positive community asset and that staff supported formalizing its zoning status to reflect that.

Mann also explained that the applicant had submitted a text amendment, listed separately on the meeting agenda, to add “event centers” as an allowed use within the Commercial Office zone. Approval of that amendment would be a necessary condition for the property’s successful rezoning.

In addition, Mann said the applicant was seeking a Development Enhancement Overlay (DEO) to address certain site layout variances. Because the existing property did not meet the 10-foot landscape buffer requirement under current code, the overlay would prevent unnecessary hardship or disruption to an established property that had operated for many years without complaint. Mann stated that staff had received no reports of issues related to the center's operations and found the enhancement overlay appropriate.

He concluded by reporting that the Development Review Committee (DRC) and Planning Commission had both reviewed and recommended approval of the proposed zoning map amendment, text amendment, and overlay.

Councilmember Shane Marshall confirmed with Mann that approval of the zone change and overlay would make the property no longer nonconforming under City Code. Mann affirmed that the change would bring the property into compliance and would also expand the potential uses for the site beyond its existing event center operations.

Mayor Mike Mendenhall thanked Mr. Mann for his presentation and asked if there were any additional questions from the Council. Hearing none, he invited the applicant, Cameron, to speak following the public hearing and then called for a motion to open the hearing.

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

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

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

Mayor Mendenhall asked for those with public comments to come forward.

PUBLIC COMMENT:

During the public hearing, David Robinson, a nearby resident, addressed the Council. Robinson stated that he lived directly across the street from the Chillon Reception Center and wanted to understand what kind of impact the proposed zoning change might have on the neighborhood. He asked whether a study had been conducted to evaluate potential increases in traffic or daytime activity associated with expanded uses of the building.

He expressed that he valued the historic character and quiet nature of the area, describing it as his "piece of nostalgia." Robinson commented that if "you were to park 1950s cars in front, it would look just like it did in the 1950s," adding that the charm of the neighborhood was one

of the reasons he moved there. He requested that no exterior changes be made to the building's historic appearance and asked if the zone change might cause any property tax impacts for nearby homeowners.

Robinson concluded his remarks by thanking the Council for their service to the community. He said he appreciated their accessibility and integrity, noting that being able to look his elected officials “in the eye” helped him make confident voting decisions.

Councilmember Shane Marshall thanked Robinson for his comments and added with a lighthearted tone that there was another candidate in the audience he might want to meet as well.

Dale Robinson, a longtime resident and neighbor of the property, then addressed the Council. He noted that he had lived in the neighborhood since January 1973 and remembered when the area was still surrounded by orchards. He said that while his comments were personal and informal, he wanted to affirm that the Spotten family, owners of the reception center, had always been excellent neighbors.

Robinson explained that his backyard bordered the Chillon Reception Center property and that he had spoken with the owner, Cameron Spotten, recently about the proposed plans. Based on their discussion, Robinson stated he had no concerns about the proposed zoning change. He mentioned that the Utah Valley Children’s Choir had been using the building for years and that the parking lot had already been expanded to accommodate their activities, ensuring ample capacity for events.

He expressed support for the proposal, saying the property had been well-maintained, the use was appropriate for the area, and the operations had never caused problems for neighbors. Robinson concluded by emphasizing that he believed the proposed changes would not have any negative impact on the surrounding community.

Mayor Mike Mendenhall thanked both residents for their thoughtful comments and asked if anyone else wished to speak during the public hearing. No additional comments were offered.

The Mayor then called for a motion to close the public hearing:

There were no public comments and Mayor Mike Mendenhall asked for a motion to go out of a public hearing

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

Councilwoman Beck ▾ **Seconded** and the motion **Passed** all in favor

Kevin Oyler	Yes
Jesse Cardon	Yes

Stacy Beck	Yes
Landon Tooke	Yes
Shane Marshall	Yes

Community Development Director Dave Anderson provided additional context on the City's planning considerations regarding the Chillon Reception Center. He explained that staff and the Development Review Committee (DRC) had worked closely with property owner Cameron Spotten over the past several months to identify an appropriate zoning framework that would allow flexibility for future tenants while maintaining compatibility with the surrounding single-family neighborhood.

Anderson noted that event centers are somewhat unique within the City's zoning code. They do not fit easily into most zoning districts that would otherwise be appropriate for a residential area. Staff therefore explored several options before determining that the Commercial Office (CO) zone, with an accompanying text amendment to allow event centers, was the best solution.

He emphasized that the property had operated successfully for decades and that both staff and the owner wanted to ensure the site could continue to function without increasing traffic, noise, or parking impacts. Anderson said the intent of the proposal was to maintain the same operational footprint, preserve neighborhood character, and ensure compliance with modern land use laws while allowing Mr. Spotten to adapt to a changing business environment.

The Commercial Office zoning would provide the least intrusive path forward, Anderson said, while enabling a conforming use, a significant improvement over its prior legal nonconforming status. The accompanying Development Enhancement Overlay (DEO) would address minor site design exceptions, such as the existing landscape buffer, in a way that respected the property's history and setting.

Anderson concluded that the City viewed this change as a balanced approach: it would bring the property into legal alignment with current zoning standards while still allowing it to operate as it always had.

Property owner Cameron Spotten then addressed the Council. He introduced himself as one of the managing partners of the Chillon Reception Center and said that his goal was to preserve the historic building while keeping it viable for future generations. He explained that the zoning update was part of a long-term effort to "set things in order" for his family, allowing his children flexibility to decide how best to use the property going forward.

Spotten said that any future tenants would be low-impact, professional uses, such as a chiropractic office, an accounting firm, or a small fitness studio. He mentioned that his mother had even suggested creating a remake of the Curves gym to serve local senior citizens. Other possible tenants might include a sewing school or similarly quiet,

community-oriented businesses.

He reassured residents that no significant exterior or operational changes were planned. "As a neighbor, you shouldn't really see much potential change," he said. Spotten also addressed a question raised earlier about taxes, noting that because the property had been taxed as commercial since a variance was issued in 1982, there would likely be no change to surrounding property taxes.

Councilmember Stacy Beck expressed strong support for the proposal, praising the owner's commitment to maintaining the building's historical character. She said she agreed with resident David Robinson's request not to alter the exterior and jokingly added that since the building now appeared on the Spanish Fork Dowdle Puzzle, "it would be illegal to change the outside of the building."

Councilmember Kevin Oyler echoed that sentiment, complimenting the beauty and cultural value of the Chillon building and thanking Mr. Spotten for his stewardship.

City Manager Seth Perrins then added further explanation, addressing the earlier comments about bringing the property into compliance. He said the zoning amendment and overlays were the culmination of a careful review of historical variances granted in the 1980s. The City's objective, he explained, was to modernize the property's legal standing while preserving its history.

Perrins stated that, in the past, cities could rely on variances for long-term flexibility, but current land use laws made that much more difficult. The new zoning approach, he said, eliminates those old inconsistencies by making the Chillon Reception Center fully conforming with today's standards.

He noted that this gave the property owner clear legal protection and predictability under modern law. "Although the building is historic," Perrins said, "this brings it into 2025 land use compliance, which is a really good thing."

He added a personal note, saying that while he had not been married there, he had once cooked pizzas in the Chillon kitchen and knew firsthand how much history and community spirit the building represented. He concluded that the proposed zoning update was the best way to preserve that history while securing its future use.

Councilmember Shane Marshall expressed strong support for the proposal, emphasizing the historical and cultural importance of the Chillon Reception Center. He stated that few buildings of its kind remained in Spanish Fork and that preserving it was essential to maintaining the iconic character of that part of the city. Marshall noted that the proposed zoning update gave the owner, Cameron Spotten, flexibility to adapt to modern business needs while ensuring that the building would remain legally conforming under current regulations. He added that he appreciated Spotten's willingness to maintain the facility's integrity and expressed confidence that the building would "be there forever."

Councilmember Kevin Oyler asked Spotten about the building's history and when it had originally been constructed. Spotten explained that groundbreaking occurred in 1929, when the structure was built as Spanish Fork's Second Ward LDS Church building. It was dedicated about ten years later, in 1939. He shared an anecdote that the congregation had been able to meet in the building for several years but could not use the chapel until the construction debt was paid off, meaning early worship services were held in what is now the cultural hall. Spotten added that the facility was approaching its 100th anniversary, which made its preservation even more significant.

Mayor Mike Mendenhall commended Spotten for his stewardship of the building and reflected on the broader theme of the evening's public hearings. He noted that the Council had just considered a zone change for a single-family property one block away and was now discussing the preservation of a historic community landmark. He said both actions demonstrated the City's commitment to balancing property rights, neighborhood character, and historic preservation.

Community Development Director Dave Anderson addressed an earlier question from resident David Robinson regarding taxes. He confirmed that the zoning change would have no effect on surrounding property tax assessments and that there was no reason for neighboring homeowners' taxes to increase as a result of this action.

Mayor Mendenhall thanked Anderson and, with light humor, added that most residents would agree with Robinson's comment wishing for lower taxes, which drew some laughter.

With no further questions from the Council, the Mayor called for a motion.

Councilman Cardon ▾ Moved to Approve the Ordinance to Amend the Zoning Map for the Chillon Reception Center based on the following finding and subject to the following conditions:

Finding:

1.That the proposed modifications will conform to the intent of the Development Enhancement Overlay Zone.

Conditions:

1.That the City Council approves the associated Text Amendment to add "Event Centers" to the C-O zone.

2.That any unhealthy vegetation be removed and new vegetation that meets Spanish Fork Landscape requirements be installed.

3.That the Applicant combine the three parcels into one.

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

C. Ordinance to Amend Title 15 to Modify Regulations for Event Centers and Walls

Dave Anderson explained that the proposed text amendment would allow event centers within the Commercial Office (CO) zone. He noted that the intent of the change was to avoid undue impact on a specific site and prevent unnecessary burden on the property owner. The amendment includes provisions that would allow the city to waive one particular development standard under unique circumstances, specifically applicable to the property in question.

Councilmember Jesse Cardon asked whether parking standards for reception centers in the CO zone would follow the reception center use or the zoning district.

Dave clarified that parking requirements are tied to the use, not the zoning district.

The Mayor then thanked Dave Anderson for his detailed work and presentation. He then entertained a motion to open the public hearing.

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

Councilwoman Beck ▾ **Seconded** and the motion **Passed** all in favor

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

Mayor Mendenhall asked for those with public comments to come forward.

PUBLIC COMMENT:

There were no public comments and Mayor Mike Mendenhall asked for a motion to go out of a public hearing

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

Councilmember Shane Marshall stated it was nonconforming in terms of not meeting our site improvement requirements. Hence this provision and the approval of the Development Enhancement overlay, which the council just approved.

Dave Anderson answered it was a different use of the word site of nonconforming and in a different of zone nonconformance.

Seeing no further discussion or questions from the council, Mayor Mendenhall called for a motion.

Councilwoman Beck ▾ **Moved to Approve the proposed ordinance involving Event Centers and walls.**

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

Mayor Mike Mendenhall introduced the next agenda item, noting with humor that it was “a bit of a mouthful.” He invited Public Works Director Cory Pierce to present the report on the proposed Impact Fee Analysis, Impact Fee Facilities Plan, and related Impact Fee Enactment Ordinance.

D. Ordinance Approving Impact Fee Analysis, Impact Fee Facilities Plan and Impact

Fee Enactment

Public Works Director Cory Pierce presented the City's annual Impact Fee Analysis and Facilities Plan Update. He explained that Spanish Fork updates its impact fees each year to ensure they remain accurate and reflective of current growth and infrastructure costs.

Pierce noted that the process follows the Utah Impact Fees Act, which requires two key documents:

1. The Impact Fee Facilities Plan (IFFP) – a planning-level document outlining projected growth, system capacities, and future infrastructure projects needed to maintain established levels of service (such as water pressure or fire flow volumes).
2. The Impact Fee Analysis (IFA) – a financial study that determines how much of the cost of those facilities should be attributed to new growth, setting the maximum allowable fee per equivalent residential connection.

He explained that for Fiscal Year 2026, the average single-family home impact fee would increase by \$1,850, with most of that due to wastewater costs related to the construction of a new water reclamation facility. Other utilities combined showed an increase of approximately \$310.

Pierce clarified that the transportation impact fee was not being updated this year, as staff planned to conduct additional studies to refine that analysis. He reiterated that the City's goal was to ensure growth pays for growth so that existing residents are not burdened with the costs of expanding infrastructure.

A slide presented to the Council displayed current and proposed impact fees across various utilities, showing both the maximum allowable and proposed Fiscal Year 2026 amounts.

During discussion, Councilmember Kevin Oyler asked whether the pressurized irrigation (PI) fee had decreased. Pierce confirmed that it had, explaining that as infrastructure projects are completed and debt is retired, those costs are removed from the analysis.

Oyler also asked who determines the maximum allowable fee. Pierce said it was established through the analysis outlined in the IFFP and IFA, which calculate the legally permissible amount based on growth projections and project costs. He added that Spanish Fork typically charges the maximum allowable fee to ensure timely reimbursement of infrastructure investments made by both the City and private developers.

Pierce pointed out that the Parks and Recreation impact fee was one example where the calculated maximum was higher than the proposed amount, but staff recommended not charging the full rate in that category.

Mayor Mike Mendenhall clarified that while the City coordinates with the Utah Valley Home

Builders Association (UVHBA) during this process, the City does not seek their approval but instead values transparency. The intent, he said, was to make sure builders understand why the fees are set where they are and how they are justified.

Pierce confirmed that the City had sent the draft analysis to the home builders' association for review and received no formal comments.

Councilmember Stacy Beck recalled that the association used to attend these meetings annually. City Manager Seth Perrins responded that it had been about seven or eight years since their last in-person appearance, though communication with the group remained strong. He noted that other cities often look to Spanish Fork's consistent and transparent impact fee process as a model.

Pierce then showed a chart comparing Spanish Fork's total impact fees with those of nearby cities. He explained that while Spanish Fork appeared on the higher end, this reflected the City's robust infrastructure systems, particularly the inclusion of pressurized irrigation and municipally operated power. Cities relying on Rocky Mountain Power, for instance, do not include power infrastructure in their impact fees.

He added that although Spanish Fork's upfront fees may be higher, the long-term utility rates for residents are generally lower due to efficient project planning and financing.

Following the presentation, Mayor Mendenhall thanked Pierce and asked if there were any further questions. After brief clarification from staff regarding total estimated costs and inspection fees, the Mayor called for a motion to open the public hearing.

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

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

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

Mayor Mendenhall asked for those with public comments to come forward.

PUBLIC COMMENT:

Andrew Kelly, a Spanish Fork resident, addressed the Council with concerns about the impact of increasing impact fees on housing affordability. He acknowledged that the Council and staff had likely discussed the issue extensively before the meeting but wanted to express his

reservations for the record.

Kelly said he understood that the fees are intended to ensure new growth pays for itself but warned of unintended consequences, particularly for local families whose children will become future homebuyers. He shared a personal example, explaining that when he tried to upgrade his home's power service from 150 to 200 amps, he was informed it would cost several thousand dollars in impact fees. He said this demonstrated that the fees don't only affect new development, they can also affect existing residents making modest improvements.

Kelly added that while Spanish Fork provides excellent city services and infrastructure, continued fee increases contribute to making housing less affordable. He pointed out that families already face up-front costs such as recreation center fees and suggested that over time, these expenses add up. He urged the Council to carefully consider whether each increase was truly necessary or simply permitted under state law.

Councilmember Kevin Oyler responded, thanking Kelly for his comments and asking him to clarify his main concern. Oyler noted that Spanish Fork's strong infrastructure and amenities make it an attractive place to live, which in turn drives growth and the need for more infrastructure. He asked how Kelly thought the city should fund that infrastructure if not through impact fees, whether the broader community should subsidize those costs instead.

Kelly replied that while he understood Oyler's point, he worried the City's overall cost structure, particularly rising wages and benefits, was a major factor driving higher fees. He referenced the City's recent budget approval and said, "I didn't really hear a reason for these changes other than we can." He emphasized that he was not criticizing city employees, stating that every interaction he'd had with staff had been excellent, but felt that cost growth across the organization ultimately affects residents and homebuyers.

He concluded by expressing skepticism that rates or fees would ever go down, even after major projects like the wastewater treatment plant are fully paid off.

Councilmember Shane Marshall responded briefly, acknowledging Kelly's point but noted that some city utility rates have, in fact, decreased in past years. Kelly countered that even if individual rates fluctuate, the overall total cost to residents tends to keep rising.

Mayor Mike Mendenhall thanked Kelly for his input and for taking the time to participate in the process, noting that public feedback plays an important role in fiscal decisions.

Following Andrew Kelly's comments, Councilmember Shane Marshall explained that each individual impact fee was calculated through a detailed process based on projected infrastructure needs, not by arbitrary decision. He stated that staff forecasts how many new pipes, lines, or facilities will be needed to support future growth, estimates their installation costs, and divides those costs among expected new connections. Each utility category, such as water, sewer, power, or storm drain, was analyzed separately and then added together to form the total fee.

Marshall acknowledged that the total has increased over time but emphasized that the largest portion of the current increase was due to the City's investment in the new \$150 million wastewater treatment plant. He noted that he did not want existing residents to subsidize future development, saying that impact fees ensure growth pays for itself rather than shifting that cost to current taxpayers. He also clarified that the impact fee report spans approximately sixty pages, showing in detail how every number was derived.

Andrew Kelly responded that he understood the need for sound infrastructure and was not disputing the quality of the City's services. His concern, he said, was that younger generations would struggle to afford homes in the community if overall costs continued to rise. He stressed that most local growth comes from within the community, residents' own children, and urged the Council not to treat impact fee increases casually.

Kelly added that he appreciated the City's high service standards, acknowledging that Spanish Fork's utilities, water, and sewer systems are excellent. However, he argued that despite good intentions, ongoing increases still contribute to the broader housing affordability issue facing families across the nation.

Councilmember Kevin Oyler thanked Kelly again and agreed that the Council should remain mindful of cumulative costs when setting rates and fees.

Kelly noted that in addition to utility and impact fees, families also pay other upfront costs such as recreation center memberships and related expenses, emphasizing that it all comes from the same household budget.

Mayor Mike Mendenhall thanked Kelly for participating in the hearing and reiterated the importance of community input. He then asked if there were any additional public comments. Hearing none, the Council voted to close the public hearing.

Once discussion returned to the dais, City Manager Seth Perrins provided additional clarification. He explained that impact fees can only be used for capital projects, not for salaries, wages, or operational costs. The fees ensure that new development contributes its fair share to the city's long-term infrastructure, such as water, sewer, and storm drain systems, so existing residents aren't burdened with the cost of expanding those systems.

Perrins also noted that the Impact Fee Facilities Plan and Impact Fee Analysis together total about 160 pages and include detailed calculations for each utility. He reiterated that the "maximum allowable" column in the study represents the legal upper limit that the City could charge under state law, while the "proposed" column, recommended by staff, was typically set below that amount.

He concluded by stating that while some fees increase and others decrease from year to year, those changes reflect actual project costs and completion timelines. He emphasized that construction and infrastructure costs continue to rise industry-wide, making it challenging to reduce overall totals despite careful financial management.

Councilmember Kevin Oyler asked for confirmation that impact fees are restricted to one-time capital projects and cannot be used for employee wages or operating expenses.

City Manager Seth Perrins confirmed this, stating that state law strictly limits the use of impact fees to capital improvements such as infrastructure expansion. He added that the law also requires the City to spend collected impact fee revenue within six years or refund it to the payer. Perrins explained that Spanish Fork's practice is to front the cost of major projects—often through City funds or developer participation—and then reimburse those costs over time as impact fees are collected. This approach allows needed facilities to be built sooner and typically at lower cost.

With no further discussion, Mayor Mendenhall called for a motion.

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

Councilwoman Beck ▾ **Seconded** and the motion **Passed** all in favor

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

Councilmember Jesse Cardon expressed appreciation that Spanish Fork updates its impact fees annually. He said that some cities wait several years between updates, which results in sudden large adjustments that can be difficult for builders and residents. By reviewing them every year, Spanish Fork can make smaller, more manageable adjustments while maintaining financial stability.

Public Works Director Cory Pierce then offered a simplified example of how the impact fee calculations work. He described the process using the wastewater treatment plant as a model. When the City determined that the old plant was no longer adequate, it planned a new facility large enough to handle both current demand and future growth through approximately 2040.

Pierce explained that the study determined that about 38% of the new plant's capacity would serve future growth. That percentage of the total \$150 million cost was then allocated to future users and divided among expected new residential and commercial connections. The result is the portion of the impact fee associated with wastewater service. He added that the same principle applies to other utilities, each project's "excess capacity" for future users is identified, and that cost share is recovered through impact fees rather than being borne by existing ratepayers.

Mayor Mike Mendenhall thanked staff for the detailed explanations and emphasized that the Council understood the concerns about affordability raised by Mr. Kelly earlier in the meeting. He said the City strives to balance responsible financial management with sensitivity to household costs and appreciates residents' engagement in the process.

Seeing no further discussion or questions from the council, Mayor Mendenhall called for a motion for the Ordinance approving the Impact Fee Analysis, Impact Fee Facilities Plan and Impact Fee Enactment.

Councilman Oyler ▾ **Moved to Approve the Ordinance approving the Impact Fee Analysis, Impact Fee Facilities Plan and Impact Fee Enactment.**

Condition: The ordinance shall be effective January 19, 2026, ninety days after passage and publication.

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

E. Addendum Number 4 to the Master Development Agreement for Skye Meadows

Dave Anderson, Community Development Director, introduced the item and explained that this proposal concerned the former Fritz Building site, located just west of Main Street near the intersection of Main and Arrowhead Trail. Anderson noted that the Fritz Building had been demolished and that the surrounding property, which had been owned and redeveloped over several years, now included a mix of single-family homes and multi-family buildings.

He provided visual context, showing aerial images of the site and explaining the relationship between the new apartments near Main Street, the Quik Quack Car Wash at the Arrowhead intersection, and the nearby single-family homes. Anderson stated that this property, now branded as River Meadows, was originally approved under the Sky Meadows Master Development Agreement, which remains the formal legal document name.

The purpose of Addendum No. 4, Anderson explained, was to amend the approved plan for the townhome portion of the project. Since the City Council's original approval several years

ago, the ownership and development team had changed. The new developer had entered into an agreement with a homebuilder whose townhome design required slightly less space per unit. As a result, the applicant sought approval to increase the total number of townhomes from 150 to 174 units.

Anderson emphasized that because this project was one of the City's first to be approved through a development agreement, any modification to the layout, building type, or density required formal City Council approval. State law allows development agreements to include such binding site-specific terms, and any changes must be enacted through an official addendum following public hearings.

He clarified that the Council's action tonight would address both the Addendum No. 4 to the Master Development Agreement and the accompanying Preliminary Plat, which were interrelated and required approval to move forward.

Anderson reviewed the recommendations from staff, the Development Review Committee (DRC), and the Planning Commission, all of which supported approval of the amendment with the findings and conditions outlined in the staff report.

To help the Council visualize the changes, Anderson presented building elevations and renderings showing the previously approved townhome design compared to the new proposed structures. The project continued to feature side-by-side, rear-loaded townhomes, with garages accessed from the back, to maintain a consistent streetscape and neighborhood character.

He concluded his presentation by reiterating that the requested modification did not change the overall land use pattern or character of the development, only the number and configuration of units within the designated townhome area.

Mayor Mike Mendenhall thanked Anderson for the presentation and asked if Councilmembers had questions before the applicant was invited to speak.

Councilmember Shane Marshall briefly commented on the need for more usable green space in newer residential projects before the discussion turned back to the proposed amendment.

Anderson summarized that the addendum updated the approved plan for the townhome section of the River Meadows development, increasing the total number of units from 150 to 174. The overall layout and amenity plan remained largely the same, including a central courtyard with a clubhouse, pool, pickleball courts, playground, pet area, and other open-space features. He noted that both the Development Review Committee and the Planning Commission had reviewed the proposal and recommended approval.

Anderson described the two building types included in the proposal. Most units—153 of 174—would be rear-loaded townhomes with garage access from alleys, while 21 would have front-loaded garages. He reviewed the exterior materials and color schemes, emphasizing that staff had worked with the developer to ensure visual interest on all sides of each

building.

After Anderson concluded, the applicant, Joseph Earnest, spoke on behalf of the development team. He explained that the original plan from four years earlier called for larger, identical for-rent townhomes of about 2,500 square feet, but the team had been unable to secure a builder for that product. The new plan introduced a partnership with Meritage Homes, a national homebuilder offering for-sale townhomes in several sizes ranging from 1,350 to 1,650 square feet. Most would have three bedrooms and two-and-a-half baths, while some end units would include four bedrooms.

Earnest said the smaller footprints and varied designs improved affordability and architectural variety. The revised plan also expanded the list of amenities to include a playground, pavilion with barbecue area, dog park, and additional guest parking. He noted that the location near Main Street, Arrowhead Trail, and the future FitCity Recreation Center offered excellent access and a strong mix of housing types within the larger project area.

Councilmember Shane Marshall confirmed the size reduction of the homes and acknowledged the improvements to overall design quality and amenities. The Council then moved toward the public-hearing portion of the item.

Joseph Earnest continued explaining that the townhomes in the original plan were approximately 2,500 square feet and intended as rental units, which had proven difficult to build under current market conditions. The new plan, offering smaller for-sale units, allowed the project to move forward with a more viable approach.

Councilmember Jesse Cardon asked about expected home prices, and Earnest said they were projected to range between \$400,000 and \$450,000, depending on size and location.

Councilmember Stacy Beck asked about future rental potential and whether the homeowners' association would regulate leasing. Earnest confirmed that the CC&Rs would include restrictions, allowing no short-term rentals under six months and capping rentals at 50 percent of total units once that threshold was reached. Beck said she appreciated the long-term ownership focus and the safeguards to maintain neighborhood stability.

Beck also noted that she was pleased to see varied color schemes and rooflines, which would prevent the development from appearing monotonous. She said that when she first reviewed the plans, she was concerned that all 174 units might look identical but was reassured by the inclusion of multiple exterior designs.

Councilmember Kevin Oyler agreed, saying he liked the added visual variety and the inclusion of multiple elevations. He asked how much guest parking had been added to accommodate the additional 24 units.

Beck and Earnest confirmed that the plan met the city's requirement of 2.5 parking spaces per unit, and Earnest added that new parking strips had been incorporated throughout the development to support both residents and guests.

Councilmember Shane Marshall noted that meeting the 2.5-stall standard was important and that street parking would also help absorb any overflow. The Council then prepared to move into the public hearing portion of the discussion.

Councilmember Kevin Oyler asked for clarification on parking within the development, specifically whether residents could park in the alleyways serving the rear-loaded garages. Earnest explained that while the alleyways were wide, parking in them was not permitted or advisable because it could create safety issues and obstruct access.

Oyler followed up by confirming that driveways on the rear-loaded units were too short for vehicles to park on without blocking the alley. Earnest agreed, noting that the driveways were about seven and a half feet deep, which allowed for garage access but not vehicle parking. He reiterated that parking would primarily be available in designated areas and along the main public streets bordering the project.

Councilmember Stacy Beck asked if the townhomes would include basements. Earnest confirmed that they would not, and one of his colleagues from Meritage Homes added that none of the units were designed with basements.

Beck then jokingly asked Earnest if he missed living in Spanish Fork, to which he responded that he did and humorously asked if he could be grandfathered into a recreation center membership. The exchange drew some lighthearted remarks from the council, with Beck thanking him for his prior service to the city and Oyler noting that he had been enjoyable to work with.

Earnest concluded by saying he and his team were available to answer any additional questions from the Council or the public once the hearing opened.

Mayor Mike Mendenhall thanked Joseph Earnest for his presentation and jokingly reminded him that former planning commissioners who move away from Spanish Fork are not eligible for recreation center discounts. Councilmember Jesse Cardon joined in the lighthearted exchange, suggesting that former commissioners who move out of the city should have to pay double the resident rate.

Councilmember Stacy Beck added to the humor, noting that those who relocate might not be the best decision-makers, prompting laughter from the dais.

As the conversation returned to business, Councilmember Kevin Oyler mentioned that he had an additional question related to the preliminary plat portion of the project and would raise it during that item.

Mayor Mendenhall then invited a motion to open the public hearing for Item E.

Mayor Mike Mendenhall opened the public hearing for Item E and invited anyone from the public wishing to comment on the proposed addendum to the Sky Meadows Master Development Agreement to come forward.

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

Councilwoman Beck ▾ **Seconded** and the motion **Passed** all in favor

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

Mayor Mendenhall asked for those with public comments to come forward.

PUBLIC COMMENT:

Spanish Fork resident Mark Zenger, who lives in the Sky Meadows subdivision, addressed the Council during the public hearing. Zenger said he and his family had moved into their home about a year ago and were generally pleased with the community's growth and the removal of the old Fritzi building, which his daughter had jokingly described as haunted.

His primary concern centered on parking within the proposed development. He noted that the nearby townhome community to the south, adjacent to Del Monte Road and the Hillwood/Arrive Homes development, experiences significant congestion, with vehicles frequently parked along both sides of the street, making navigation difficult. Zenger said that, based on his understanding of the project documents, the River Meadows plan calls for roughly 2.5 parking spaces per unit, which he fears will not be adequate.

He warned that limited on-site parking would likely push overflow parking into neighboring areas, including the Hillwood/Arrive Homes subdivision and surrounding single-family streets. As a nearby homeowner, he said residents were worried about losing available street parking near their properties and seeing increased congestion.

Mayor Mike Mendenhall thanked Zenger for his comments and clarified his name for the record. After confirming that no other members of the public wished to speak, the Mayor closed the public hearing and returned the item to the Council for discussion.

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

Councilman Oyler ▾ **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

Councilmember Shane Marshall invited resident Mark Zenger back to the podium to ask a few follow-up questions about his concerns. Marshall noted that the original plan approved several years earlier included about 150 townhomes, while the current proposal increased that number to 174. He asked whether parking concerns existed when Zenger first purchased his home. Zenger replied that parking was not a major deterrent when deciding to buy, explaining that his family loved the area and viewed Spanish Fork as far less congested than where they had moved from in Herriman. He added that while growth and density were expected, he hoped to avoid overflow parking directly in front of nearby single-family homes.

Marshall acknowledged Zenger's concern and said he understood why parking density might feel tight, noting that the city's 2.5-stall-per-unit standard often sparks debate. He suggested that if the city were to consider raising the requirement, it should be done broadly through code revisions rather than by applying inconsistent standards to individual developments.

Councilmember Kevin Oyler added his own observation, saying he frequently drives through the Arrive Homes townhome development to the south and has seen the exact congestion Zenger described. Oyler recounted an instance when parked vehicles on both sides of the road forced him to pull over so a delivery truck could pass. He said this example highlights the practical impact of dense developments with limited off-street parking and emphasized that such conditions are something the Council should consider carefully.

Councilmember Jesse Cardon asked whether the project's parking calculation included on-street spaces. City Planner Dave Anderson clarified that the required 2.5 spaces per unit are fully met through off-street parking, assuming two vehicles per garage. Anderson acknowledged that while this assumption may not always reflect real-world behavior, the project technically satisfies zoning requirements.

Developer Joseph Earnest also addressed the concern, noting that of the 24 added units, only two are located adjacent to existing single-family homes, meaning the added density is concentrated toward the interior of the development. He said this layout should minimize spillover impacts into neighboring areas.

Anderson concluded by estimating that the project's longer stretches of street could accommodate roughly 35 to 40 parallel parking spaces, equating to about one additional space per four homes. He noted that this ratio has been adequate in some areas of the city but acknowledged that results can vary depending on how residents use their garages.

Mayor Mike Mendenhall thanked all participants for the discussion before moving to the next phase of deliberation.

Councilmember Stacy Beck noted that parking challenges are often tied to vehicle size rather than only to the number of spaces. She joked that perhaps the city should campaign for residents to buy smaller vehicles rather than adjust the parking ratio.

Mayor Mike Mendenhall replied that large trucks were part of the community's identity but added that residents could help by actually using their garages for parking. Beck shared that her daughter lives in a townhome in Payson with limited storage, making it difficult to fit more than one large vehicle in the garage. She said that while parking may become an issue in some areas, it is a complex balance, especially as townhome prices approach half a million dollars.

Mayor Mendenhall related that during previous public hearings for nearby townhome projects along Arrowhead and Del Monte, similar concerns had been raised by neighboring single-family homeowners. He said that after those developments were built, many residents reported that parking issues were less severe than expected, with most vehicles contained within the developments. He acknowledged occasional congestion, such as delivery trucks navigating tight areas, but said good design and planning had helped mitigate larger problems.

Councilmember Jesse Cardon added that the current proposal showed deliberate placement of visitor parking throughout the development, at the ends of corridors and along straight sections, rather than concentrating it in one area. He said this design would make visitor spaces more functional for residents and guests.

Mayor Mendenhall agreed, saying that parking appeared to have been a priority in the updated plan, not an afterthought. He also complimented the inclusion of open space and amenities, noting that the design reminded him of another attractive townhome community near the fairgrounds that successfully integrated landscaping, a clubhouse, and pet-friendly green areas.

Councilmember Kevin Oyler brought up winter parking restrictions, reminding everyone that the city prohibits on-street parking during snow events so plows can safely clear roads. He said residents would need to plan accordingly and ensure vehicles are moved off the street when notifications are issued.

City Manager Seth Perrins remarked that the seasonal restrictions often encourage residents to clean out their garages, adding that he used the same rule to motivate his own family to make space for parking indoors.

Councilmember Oyler said that overall, the new design was more visually appealing and more affordable than the previously approved version.

Councilmember Shane Marshall agreed, stating that the area was already designated for higher density and could appropriately handle the additional 24 units. He also said slower

traffic flow through the neighborhood was a positive outcome, emphasizing that narrow residential streets encourage safer driving behavior. Marshall acknowledged that he and Oyler viewed the issue differently but reiterated that the developers had followed all city standards for parking and road width. He concluded by saying that if the city wanted to change its parking ratio or road standards, it should do so through a code update, before new developments are submitted, not during individual project reviews.

Councilmember Kevin Oyler clarified that his main concern was not parking quantity but road width, noting that if street congestion later proved problematic, the city could restrict parking on one side by red-curbing.

Councilmember Shane Marshall expressed full support for the project, saying it represented an improvement over the original plan. He said the area was already appropriate for higher density and appreciated that the development offered a mix of housing types. Marshall noted that while he personally did not favor the appearance of the condo buildings along Main Street, he valued the diversity of housing and affordability the project brought.

Oyler added that he especially liked that the new townhomes would be for sale rather than rentals, calling that a positive step for long-term community investment. Marshall agreed, highlighting that the \$400,000 price range would provide an attainable option for families looking to buy in Spanish Fork.

Shane Marshall joked that all he needed to see was small backyards for dogs to make it perfect. Marshall replied that he was simply trying to be transparent about his reasoning and support for the project.

Councilmember Stacy Beck said it was important for residents like Mark Zenger to hear that while parking concerns were valid, the developers had met all existing city requirements. She added that even council members disagreed on road widths and off-street parking approaches, but that those discussions should happen at the code level, not during project-specific approvals.

Mayor Mendenhall agreed, thanking staff, the Development Review Committee, and the Planning Commission for their detailed work on the proposal, which had undergone several rounds of revisions.

Councilmember Jesse Cardon added that language had been added to the development agreement specifying requirements for landscaping and amenity completion timelines, issues raised in past developments, to ensure accountability.

Councilmember Oyler noted that the project had been in process for more than four years, dating back to his time on the Planning Commission, emphasizing how much effort had gone into refining it.

Mayor Mike Mendenhall noted that there were no further questions or comments on Item E and invited a motion for Addendum No. 4 to the Master Development Agreement for Sky

Meadows.

Councilman Cardon ▾ **Moved to Approve Addendum Number 4 to the Master Development Agreement for Skye Meadows.**

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

Mayor Mike Mendenhall thanked the Council for the good discussion and public hearing questions. He announced that Item E was approved. He then moved to the next agenda item: Item F – Ordinance to Amend Title 15 for Boundary Adjustments.

F. Ordinance to Amend Title 15 - Boundary Adjustments

David Mann introduced the item, explaining that a recent change in state law created a simplified boundary adjustment process for minor property line changes between neighboring parcels. The law, which took effect in May, allows such adjustments to be approved administratively at the staff level if they meet specific criteria.

The proposed text amendment formally designates the Public Works Director as the city's approving authority for these simple boundary adjustments, enabling them to sign off once the necessary standards are met. Mann said the change was intended to streamline the process and reduce the need for unnecessary council involvement in minor technical adjustments.

Councilmember Shane Marshall asked for an example of a simple boundary adjustment.

Dave Anderson responded, explaining that such a case might involve two property owners who wish to exchange small portions of their adjoining lots, such as a few feet of land along a fence line, to better align their property boundaries. Anderson said the new process codifies how cities can approve these transactions in compliance with the updated state law.

Mayor Mike Mendenhall then invited a motion to open the public hearing.

Councilwoman Beck ▾ **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 Mendenhall asked for those with public comments to come forward.

PUBLIC COMMENT:

There were no public comments and Mayor Mike Mendenhall asked for a motion to go out of a public hearing

Councilman Tooke ▾ **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

Councilmember Shane Marshall asked whether a previous issue involving an Agricultural Protection Area boundary could be corrected through the new “simple boundary adjustment” process. He noted that sometimes county boundary maps do not align perfectly with what exists in the field due to surveying variations.

Dave Anderson confirmed that such discrepancies could now be corrected through this process.

Marshall said he appreciated that the change made an already simple procedure even more efficient by allowing staff to handle it. He added that he hadn’t realized the City previously had to sign off on boundary adjustments and was glad to see a clear process now established.

Dave Anderson explained that before this ordinance, there was no defined municipal process for such adjustments, which sometimes caused complications. For example, a boundary change could unintentionally make a property noncompliant with setback requirements.

Under the new system, City staff will review each adjustment to ensure it doesn't create any violations before the Public Works Director signs off.

Marshall said he appreciated the additional layer of protection while keeping the process streamlined.

Mayor Mike Mendenhall thanked him for the question and asked if there were any others from the Council. Hearing none, he called for a motion

Councilman Tooke ▾ **Moved to Approve proposed Title 15 Text Amendment for simple boundary adjustments.**

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

G. Ordinance to Amend Title 15 to Modify Regulations for Medical Cannabis Processing Facilities

Dave Anderson introduced the item, explaining that Spanish Fork's current code allows cannabis-related uses only in the I-3 Industrial Zone, located near the mouth of Spanish Fork Canyon by the windmills. Because that area lacks sufficient utilities and infrastructure, such facilities are effectively prohibited within the city.

The proposed amendment would expand eligibility by allowing medical cannabis processing facilities as a conditional use in the I-1 Industrial Zone, which covers a much larger portion of the city, primarily around the airport and nearby industrial areas. Anderson noted that this change follows updates in state law and that Spanish Fork's existing regulations remain strict regarding licensing, security, and compliance.

He added that both the Development Review Committee and the Planning Commission had reviewed and recommended approval, concluding that the change would not negatively affect surrounding areas or community safety. Anderson also reminded the Council that Spanish Fork already permits cannabis cultivation facilities under specific conditions in agricultural zones, noting that a local farm previously operated under that provision.

Mayor Mike Mendenhall then invited the applicant, Owen Williams, to address the Council.

Owen Williams, a Spanish Fork resident and chemist with 2 West Medical, explained that his

company is a medical processing lab specializing in synthesizing pharmaceutical-grade products for research and development. About 10–15% of their work involves synthesizing cannabinoids, which are used in medical studies and the development of treatments for conditions such as Alzheimer’s, ALS, and certain cancers.

Williams clarified that their facility does not grow cannabis plants. Instead, it operates as a secure laboratory regulated under state oversight, including 24/7 video monitoring by the Utah Department of Agriculture and Food. The lab employs 8–12 professionals, most holding PhDs in chemistry or microbiology, and partners with Utah State University’s agricultural program on pharmaceutical research.

He emphasized that the facility produces no odors, has no public signage, and is comparable to any other white-coat medical research environment.

Councilmember Shane Marshall asked whether Williams’ operations were typical of a cannabis processing facility or if they were unique.

Williams said his company is highly specialized, noting that few labs in the state synthesize cannabinoids or other compounds for medical testing. He compared the process to isolating beneficial compounds found in other plants, such as rosemary, which can be synthesized in concentrated form for use in medical or cosmetic research.

Mayor Mendenhall thanked Williams for the clarification, noting that his explanation helped illustrate how the facility fits within the broader intent of the ordinance.

Hearing no further questions, the Mayor called for a motion to enter a public hearing for Item G: Ordinance to Amend Title 15 for Medical Cannabis Processing Facilities.

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

Councilwoman Beck ▾ **Seconded** and the motion **Passed** all in favor

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

Mayor Mendenhall asked for those with public comments to come forward.

PUBLIC COMMENT:

There were no public comments and Mayor Mike Mendenhall asked for a motion to go out of

a public hearing

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

Councilman Tooke ▾ **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 public hearing, the Council resumed discussion on the proposed ordinance.

Councilmember Shane Marshall began by stating that, based on the applicant’s explanation, he had no concerns with this particular facility. However, he asked what range of operations could qualify as “cannabis processing facilities” and whether there were types the city might not want to allow in the future.

Dave Anderson explained that there are a few key safeguards in place. First, state law strictly limits what such facilities can look like, no signage, green leaf logos, or advertising that identifies them as cannabis-related. Second, all facilities must adhere to rigorous security requirements, including continuous monitoring and access control. Finally, medical cannabis products can only be distributed through prescriptions within Utah, ensuring tight regulation of their use and movement.

Councilmember Jesse Cardon asked for clarification, noting that this ordinance applies to processing facilities, not dispensaries. Anderson confirmed that no retail or pharmacy-type operations are permitted under this provision.

City Manager Seth Perrins added that the state’s licensing structure provides an additional safeguard. Before any business could operate, it must first obtain a state-issued medical cannabis processing license, a highly limited and closely regulated credential. Perrins asked Owen Williams, the applicant, to elaborate on the number of licenses allowed statewide.

Owen Williams explained that Utah’s medical cannabis system is a closed program capped at 18 total processing licenses statewide, issued through a lottery beginning in 2020. Sixteen of those facilities have already been built, with his company being one of the last two in development. Since no new licenses are currently being issued, he said the likelihood of another facility opening in Spanish Fork is extremely low.

Councilmember Kevin Oyler asked what concerns had initially been raised by the Development Review Committee (DRC).

Anderson said the hesitation mainly stemmed from a perception issue, some staff worried the public might see the city as “loosening restrictions” on cannabis. However, as the DRC learned more about how controlled and clinical these facilities are, they grew comfortable recommending approval.

Dave Anderson asked Seth Perrins to share his early impressions. Perrins said he initially opposed the idea because he pictured a more traditional cannabis operation, handling raw material or producing consumer products. After learning about the medical and research-based focus, the high level of state oversight, and the limited number of licenses, he became supportive. He added that if state policy ever changes to allow broader uses, the city could revisit and tighten local regulations to maintain control.

Mendenhall agreed, emphasizing that the city wants to support legitimate medical research while preserving flexibility in case state laws evolve toward recreational use.

Williams reassured the Council that his facility must meet extensive requirements, including approvals from the Utah Department of Health, the Department of Agriculture and Food, local law enforcement, and the fire department. All operations are monitored 24/7 by the state for both security and financial compliance to prevent misuse.

Mayor Mendenhall thanked Williams, noting that it was encouraging to see high-level research jobs, most of them PhD positions, operating in Spanish Fork.

With no further questions or comments, the Council prepared to vote on Item G: Ordinance to Amend Title 15 to Modify Regulations for Medical Cannabis Processing Facilities.

Councilman Oyler ▾ **Moved to Ordinance to Amend Title 15 to Modify Regulations for Medical Cannabis Processing Facilities.**

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 Mike Mendenhall moved the meeting into the New Business portion of the agenda, introducing the next item — the Preliminary Plat for River Meadows Townhomes.

He noted, jokingly, that the applicant had requested to move the item to the end of the meeting, after the closed session, adding with a laugh that everyone might need a short break before continuing.

NEW BUSINESS:

A. Proposed River Meadows Townhomes Amended Preliminary Plat

Dave Anderson began by noting that he had nothing new to add beyond what was already included in the staff report. He reminded the Council that this was the point in the process where they could discuss findings, conditions, or recommendations before approval. Staff recommended that the Preliminary Plat be approved based on the findings and conditions outlined in the report.

Councilwoman Beck left the proceeding.

Mayor Mike Mendenhall thanked Dave and turned the time over to Councilmember Kevin Oyler, who had a follow-up question for the applicant.

Councilmember Oyler asked about an issue raised several years earlier involving fencing between the new development and existing homes along Calpac Drive. He recalled that during an earlier phase of the project, under a different developer, the city and homeowners were told that a vinyl fence would be installed to separate the properties. However, the commitment was never formalized in the city's records. He noted that several residents had reached out to him recently and asked the developer to provide an update on how they planned to resolve it.

Joseph Earnest, representing the River Meadows development, deferred to his colleague Russell Nelson, who had been handling direct communication with the neighboring homeowners.

Russell Nelson explained that after learning about the original commitment, their team visited the neighborhood and went door-to-door to speak with affected residents. They confirmed that some homeowners still lacked a vinyl fence along the rear property line. To address the issue fairly, the developer obtained a quote of \$30 per foot for fencing and plans to send checks directly to those homeowners for the full amount of their shared property line.

Councilmember Stacy Beck returned to the proceedings.

Nelson added that in cases where fencing already exists, likely installed by homeowners from the newer single-family phase, the developer will issue partial compensation of \$15 per foot to cover their portion of the original agreement.

Councilmember Oyler thanked Nelson and Earnest for following through on the concern and appreciated their direct outreach to residents.

Nelson also noted that some homeowners had expressed different fencing preferences, such as maintaining open barriers for horse properties, so allowing residents to manage installation themselves seemed more practical.

Mayor Mendenhall confirmed the plan, clarifying that the developer would provide the funds directly and that homeowners could decide how or whether to install the fence.

Earnest said that was correct, explaining that managing fencing crews for multiple properties would be difficult, and giving residents control was the most efficient and fair approach.

Councilmember Oyler expressed appreciation for their responsiveness and said the resolution would likely satisfy those who had contacted the city.

Nelson reiterated that all pre-existing homeowners, those living there prior to the River Meadows project, would receive compensation, while newer residents who bought into the development later would not.

Landon Tooke exited the proceedings.

The Council thanked the development team for their cooperation and communication with neighbors.

Councilmember Kevin Oyler began by noting that because the development had changed ownership multiple times, he wanted to ensure the fencing commitment discussed earlier would be clearly documented. While he trusted the current development team, he said formalizing it in the record would protect both residents and the city should the project ever change hands again.

He proposed adding a condition to the motion stating that:

“The applicant shall provide funds to residents on the west side of Calpack Avenue for the construction of a fence, as noted on sheet W2 of the wall and fence plan, before any building permits are issued.”

Oyler clarified that the intent was to compensate pre-existing homeowners whose properties directly abut the Sky Meadows (River Meadows) development, not newer residents who purchased homes later or those who do not share a boundary with the project.

Joseph Earnest, representing the developer, agreed with the proposal and said he was comfortable with the language. He confirmed his understanding that it applied only to the longstanding Calpack Avenue homeowners whose rear property lines meet the new development boundary.

Earnest also mentioned that one property, owned by the Warby family, fronts Calpack Avenue but backs onto a roadway instead of the development, so they would be included.

Both Oyler and Earnest confirmed that they were “on the same page” about which homes qualified. Earnest noted that materials and labor had been priced at \$30 per linear foot, consistent with what he had previously told residents.

Landon Tooke returned to the proceedings.

Oyler asked if that figure should be explicitly included in the motion, to which Earnest agreed, saying it reflected fair compensation. He added that for areas where a new home already installed fencing, the developer would pay \$15 per linear foot to the existing Calpack homeowner to cover their share of the cost.

Councilmember Jesse Cardon joked that Earnest might as well write the condition himself, given how thoroughly he had described it.

The Council expressed appreciation for the developer’s cooperation and transparency in resolving the issue.

Following the discussion, Councilmember Kevin Oyler proposed a formal motion to approve the River Meadows Townhomes Amended Preliminary Plat. He included the new fencing condition discussed earlier, ensuring that the commitment to existing Calpack Avenue residents was officially recorded.

The motion stated that the plat would be approved:

“Based on the findings and conditions in the staff report, with the addition of Condition 4:

The applicant shall provide funds to the residents that front the west side of Calpack Avenue and are adjacent to the Sky Meadows project, where the construction of a fence is noted on sheet W2 of the wall and fence plan, before any building permits are issued. The reimbursement shall be \$15 per linear foot for homes adjacent to an existing fence and \$30 per linear foot for properties without a fence.”

During the discussion, Joseph Earnest asked for clarification regarding one particular property where ownership had changed since the original agreement. Dave Anderson and Councilmember Oyler clarified that the intent was for the condition to apply to the property itself, not the specific homeowner at the time. Therefore, the new owner would still be eligible for compensation since their property abuts the development.

Earnest agreed, confirming the developer’s understanding and willingness to comply.

Mayor Mike Mendenhall thanked both the developer and the council for working through the details and ensuring the condition was clearly defined and enforceable.

With no further discussion, Mayor Mendenhall called for a motion to approve Item A,

None ▾ **Moved** to the **Proposed River Meadows Townhomes** amended preliminary plat based on the findings and conditions existing in the staff report, with the addition of condition four, that the applicant provide funds to the residents that front the west side of Cal Pack Avenue and are adjacent to the Sky Meadows project for the construction of the fence, as noted on sheet two of the wall and fence plan, before any building permits are issued.

The reimbursement provided will be \$15 per square foot, linear foot, for homes that are adjacent to a home that's already put in a fence, and \$30 per linear foot for those that do not have a fence.

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 Mike Mendenhall thanked the developer and staff for their efforts on the River Meadows project and confirmed that *Item A* of new business — the Preliminary Plat for River Meadows Townhomes, was approved.

He then moved the meeting forward, announcing: Item B is an ordinance amending Section 7.28.70 regarding the Airport Board. Mr. Corey Pierce.

B. Ordinance Amending Section 7.28.070 Airport Board

Cory Pierce presented proposed updates to Section 7.28.70 of the city code regarding the Spanish Fork Airport Board. He reminded the Council that Airport Manager Christian had met with them in August to gather input on how the board should be structured and function going forward.

Pierce explained that the updated ordinance would:

- Clarify the board's advisory role, officially designating it as the *Airport Advisory Board*, which would make recommendations to the City Council rather than make binding decisions.
- Update board composition to include two City Council members and the Public Works Director, ensuring strong city representation.

- Allow for four additional members who are airport patrons residing within 25 miles of the airport, broadening eligibility while still prioritizing individuals familiar with airport operations.
- Add conflict of interest provisions, preventing individuals with business interests at the airport from serving in ways that could influence their own operations.
- Outline the board's areas of responsibility, including:
 - Strategic development
 - Leases and compliance
 - Safety and operations
 - Budget and finance
 - Community engagement
 - Other duties as assigned by the City Council

Pierce noted that the change was designed to strike a balance between city oversight and aviation expertise. He said it has been increasingly difficult to find city residents who are both airport users and willing to serve, so expanding the eligibility radius helps include qualified patrons who live nearby but outside city limits.

Councilmember Shane Marshall asked for clarification on what qualifies someone as an “airport patron.” Pierce explained that it refers to individuals who own a hangar, operate an aircraft, or have the Spanish Fork Airport as their home base.

Marshall remarked that it had been challenging to find qualified residents who were also patrons without conflicts of interest. He shared an example of a former Air Force colonel and logistics expert he knew who would be an ideal candidate for the board but noted that this individual wouldn't qualify because he doesn't actively use the facility.

Pierce agreed that the focus should remain on those who regularly use and understand the airport, as they can best advise the city on aviation-specific matters.

Mayor Mike Mendenhall noted that while the proposed changes were helpful, the city might still face challenges when it came to defining conflicts of interest for board members who also operate businesses at the airport. He pointed out that with more than \$200 million of private investment in the area, it was inevitable that many qualified candidates would also have a business presence there.

He gave the example of a flight school, saying that such an operation benefits the airport and the community, and its owner could provide valuable insight. He said he was comfortable having business owners serve on the board as long as the board wasn't dominated by those with direct financial stakes.

Councilmember Kevin Oyler asked if the city could handle potential conflicts the same way it does for council members, requiring disclosure and recusal from voting when necessary.

Mendenhall agreed, saying that approach seemed fair and familiar. He added that requiring recusal when appropriate would strike a balance between maintaining integrity and ensuring the board included knowledgeable, experienced members.

Cory Pierce clarified that the intent behind the proposed conflict-of-interest clause was exactly that, to prevent undue influence in situations where board decisions could directly impact a member's business operations, such as setting or adjusting airport business fees.

The council collectively agreed that the ordinance should allow business owners to serve on the board as long as they disclose potential conflicts and abstain from related votes, ensuring transparency without excluding qualified individuals who contribute to the airport's success.

Councilmember Jesse Cardon noted that the responsibility for evaluating potential conflicts ultimately rests with the City Council since they appoint the Airport Board members and have the authority to remove them at any time, with or without cause. He said that made it appropriate for the Council to vet each candidate individually rather than rely on overly broad restrictions in the ordinance.

Cory Pierce agreed and suggested removing subsection C, which outlined the business ownership conflict language, saying that the issue could be addressed through the Council's appointment and oversight process.

Councilmember Kevin Oyler asked whether Airport Board members were required to complete the same annual ethics training as City Council members. Pierce confirmed that they are, which gave Oyler confidence that removing the restrictive language wouldn't compromise accountability.

Pierce added that while some other cities include similar conflict language in their ordinances, Spanish Fork could rely on its ethics standards and oversight instead.

Mayor Mike Mendenhall agreed, emphasizing that the city shouldn't discourage local business owners, many of whom have made significant investments in the airport, from serving. He said those individuals often bring valuable expertise and perspective and that as long as the board maintains a balanced membership, potential conflicts could be managed appropriately.

Councilmember Stacy Beck, who currently serves on the Airport Board alongside Councilmember Jesse Cardon, supported removing subsection C, saying these cases are best handled individually.

Mayor Mendenhall concluded that the changes reflected a good balance of transparency, expertise, and flexibility. He then invited a motion to amend Section 7.28.70 of the Airport Board.

With no further discussion Mayor asked for a motion

Councilman Cardon ▾ **Moved** to the **Ordinance Amending Section 7.28.070 Airport Board striking letter C. Board members may not own or operate a business on the airport that creates or could reasonably be perceived as a conflict of interest.**

Councilwoman 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

Mayor Mendenhall moved to the next item.

A. Rodeo Ticket Vendor Contract

Dale Robinson approached the podium with a lighthearted comment, saying he had been anxiously waiting for the item and had even used the time to double-check plans for bike racks, confirming they were indeed included and now installed.

Robinson explained that while the contract references Rodeo Ticket, the actual company name is Stride Events, which began as a race registration and event management platform before expanding into rodeo ticketing. Stride Events manages hundreds of rodeos nationwide, and the city's agreement would be with that parent company.

The proposed two-year contract would replace the aging SF City Tix system, which had served the city for decades but could no longer meet growing technical and customer service needs. Robinson credited staff members, including Nick Hanks, Bronco Hunter, and the finance team, for their collaboration in evaluating options that would improve ticketing efficiency and reliability.

He summarized the agreement's cost structure:

- \$1.25 per ticket plus 4.97% of the event fee, or
- \$0.95 per ticket for lower-priced events, plus the same percentage.

These fees would be paid by the ticket buyer rather than the city, meaning the city would retain 100% of the ticket revenue. The vendor would handle all sales tax and credit card processing, reducing administrative burden.

Robinson explained that this change would likely increase net revenue by about \$20,000 for both the rodeo and the Festival of Lights, since the city would no longer absorb transaction costs.

He also noted added benefits such as:

- Stronger security against ticket scalping and duplicate purchases.
- The ability for customers to change reservations without needing staff refunds.
- More robust backend reporting and customer management tools.
- Compatibility across all city events, from the rodeo to the Miss Spanish Fork Pageant.

City Manager Seth Perrins added that the new system had been stress-tested to handle up to 5,000 users simultaneously, ensuring it could manage the surge of ticket sales that overwhelmed the previous system.

Councilmember Kevin Oyler raised a concern from a longtime resident who was unable to purchase group tickets last year due to system failures and delays. He asked whether the new system would make it easier for residents to buy tickets together.

Perrins responded that while the new platform would improve functionality and stability, demand might still exceed availability, and no system could guarantee specific seat groups.

Oyler encouraged the city to explore ways to prioritize Spanish Fork residents for ticket access, perhaps through early access or verification methods. Councilmember Stacy Beck suggested using utility bill account numbers for resident verification. Perrins said that could be explored but acknowledged that defining residency for rodeo ticket sales is complex.

Mayor Mendenhall joked that someday the system might be needed for mayoral speaking events, emphasizing how significant the rodeo's ticketing demand has become.

Councilmember Landon Tooke added that he appreciated how the new platform would also streamline other community events, making ticketing more consistent and user-friendly citywide.

After brief closing remarks from Robinson confirming that SF City Tix would remain the visible brand on the website, Mayor Mendenhall thanked him for the work and invited a motion for Item C: the Rodeo Ticket Vendor Contract.

Councilman Tooke ▾ **Moved to Approve Rodeo Ticket Vendor Contract**

Councilwoman Beck ▾ **Seconded** and the motion **Passed** with a roll call vote at 9:55 pm

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

Mayor Mike Mendenhall transitioned to the next agenda item, noting that the council would move to Item 11, a concept review for the South Valley Village Land Use.

DISCUSSION:

A. Concept Review South Valley Village Land Use

Dave began by thanking the Mayor and noting that they had discussed this project in a previous work session. He explained that the area under consideration was partly within Spanish Fork City limits and partly within an annexation area being discussed with a development group. The plan being presented that evening differed from the earlier version, most notably in its expanded commercial area. The purpose of the discussion was to get early council feedback before more detailed design work moved forward. He described the map as a “bubble plan,” with broad land use categories of residential and commercial.

The Mayor clarified the format of the item, reminding everyone that concept reviews generally allow 15 minutes for presentation and discussion but that the council would take as much time as needed within reason.

Austin Pritchett said most of the council members were already familiar with the project. The west side of the site was shaped to accommodate the future Connector Rail corridor. The development team was seeking feedback on density transitions, commercial placement, and open space. Based on past input, the plan feathers density from lower on the south to higher on the north. The commercial node had been enlarged after earlier feedback, and open space was arranged under powerline easements with trails connecting south.

Councilmember Stacy Beck asked whether the applicant had images or renderings to show.

Austin Pritchett said not that evening; they only wanted feedback on whether they were placing uses in the right areas. He noted the team had earlier shown sample pocket-neighborhood concepts to individual council members and that they understood there would be further discussion about whether units should face streets or remain interior-oriented.

Councilmember Kevin Oyler asked about the timeline for the road and bridge to the north and how it would impact access next to the commercial area.

Austin Pritchett said the road alignment would remain, with the grade rising to the new bridge. The Mayor added that the stoplight there would also be elevated, meaning access would only be possible as the road slopes down. The road construction would be complete before any homes were finished.

Councilmember Stacy Beck asked what density the high-density area represented.

Austin Pritchett said they were targeting at least 20 units per acre for the high-density areas and 12 to 17 units per acre for medium-density zones. He said the project would include a mix of townhomes and smaller single-family products, with pocket designs still to be refined.

Councilmember Kevin Oyler asked the applicant to explain the reasoning for the open-space locations.

Austin Pritchett explained that the large open-space strip sat under a power easement where building wasn't allowed, making it a good place for trails and shared green space.

Councilmember Kevin Oyler asked about the power corridor on the opposite side of the road.

Austin Pritchett said that side would be used for parking associated with high-density buildings under the same easement.

Councilmember Stacy Beck asked whether the project would be for rent or ownership.

Austin Pritchett said all planned units so far would be for sale, with stacked condos starting in the high \$200,000s and townhomes ranging from the mid-\$400,000s to mid-\$500,000s. If density exceeded 20 units per acre, rental product might become necessary, but the current intent was ownership.

Councilmember Kevin Oyler asked about infrastructure and where a lift station might go.

Austin Pritchett replied that they had engineered a lift station for the upper left corner of the site—the lowest elevation—and were coordinating with staff on its final placement.

Mayor Mike Mendenhall asked how many acres the commercial area included.

Austin Pritchett said around six and a half acres, possibly seven.

The Mayor commented that he preferred the larger commercial footprint, calling it “much better,” and asked if it was sufficient for the developer’s plans.

Austin Pritchett said yes, though the area could not support big-box anchors. The goal was a neighborhood-scale commercial mix.

Councilmember Shane Marshall said he liked the idea of a neighborhood-scale commercial area that residents could easily access.

Tate asked for council feedback on a road currently designated as a commercial collector. He explained that the team wanted to change it to a neighborhood street so semi-trucks wouldn’t cut through residential areas.

Councilmember Kevin Oyler asked about how the road would connect at the southern end, noting a possible roundabout. The Mayor confirmed that the alignment would continue through to Springville. Tate explained the curve was intentional to slow traffic and that Springville’s matching arterial road, leading to Smith’s, was already funded but waiting on completion of the connector rail.

Jesse shared three main concerns: maximizing commercial acreage, ensuring parking design created a livable environment, and reconsidering whether restricting the collector road would push too much truck traffic to already strained intersections.

Councilmember Shane Marshall asked Jesse to clarify which road he meant. They worked through the map together, confirming Jesse was referring to Chapel Drive. Tate said the team’s goal was simply to discourage semi-truck use there.

Councilmember Kevin Oyler asked how many total units the plan required to make the project feasible.

Austin Pritchett estimated roughly 1,000 units across their property. Tate added that this equated to about 14 to 15 units per acre overall.

Councilmember Shane Marshall said a 15-unit-per-acre average didn’t concern him. His main priority was creating a self-contained community since the area was physically separated from the rest of town. He said he would support deviations from normal street layouts if they helped build a cohesive neighborhood identity.

Austin Pritchett agreed, saying their goal was to design a community that residents would find desirable and cohesive. Tate noted that the design wouldn’t fully conform to existing city code, which currently favors standard street patterns.

Councilmember Shane Marshall encouraged them to “bring cool stuff” and push creativity.

Beck emphasized parking as a critical issue and questioned whether 2.5 stalls per unit would be enough.

Dave said the plan aligned with the draft general plan's intent for higher densities and more commercial in this area. Beck asked about market feedback for commercial uses, and Dave said the applicants were the only group actively pursuing concepts so far.

Councilmember Kevin Oyler asked if they opposed going above current density guidelines. Austin replied that exceeding 20 units per acre would be difficult due to parking constraints.

Councilmember Kevin Oyler asked what commercial uses they had explored. Austin said they'd approached grocers, lifestyle retail, and home-improvement stores without success due to nearby competition.

The Mayor mentioned a nearby auto dealer who already owned property and might eventually expand, but otherwise large-format retail interest had been limited.

Councilmember Shane Marshall emphasized that the city doesn't dictate specific commercial tenants but that he wanted to see as much commercial acreage as possible. Austin confirmed they needed council direction on how much to plan for.

Councilmember Shane Marshall said he would support doubling the commercial area if feasible and that six and a half acres should be the minimum. Beck agreed, saying she wanted more commercial and more affordability.

Austin Pritchett reiterated that price escalation resulted from unit size and finish quality. Beck cautioned that being next to I-15 and heavy retail might make the area less appealing for higher-end buyers. Austin acknowledged the trade-off, noting they needed to decide between affordability and upscale product.

Councilmember Shane Marshall said affordability doesn't necessarily mean low quality and pointed to Davis County examples along I-15 where homes sell for \$500K-\$700K. Tate added that proximity to the freeway and restaurants could make the location desirable if designed well.

Councilmember Shane Marshall said "leveling up" should mean moving from one- to three-bedroom homes of similar quality as families grow, not large price gaps.

Councilmember Kevin Oyler reminded the group that increasing commercial area reduces space for housing, which affects financial feasibility. The Mayor responded that community amenities like KidsTopia and Electric Park show how creative open-space uses can make such areas successful and help connect this site to the rest of town once the new freeway interchange opens.

Landon said he liked the direction but would like to see even more commercial, possibly in

multiple locations. Austin said they could work toward that balance.

Jesse added that he would be comfortable with higher residential density if design and parking supported it. Austin said 20 units per acre was likely the limit with current layouts.

Councilmember Kevin Oyler asked if structured parking was possible. Tate said structured parking costs about \$30,000 per stall—roughly \$80,000 extra per unit—which would destroy affordability and isn't suited to Spanish Fork.

Councilmember Kevin Oyler asked for additional parking feedback. Seth said the city wanted direction on whether the council preferred remote parking fields or parking closer to homes.

Austin Pritchett said medium-density areas could easily integrate parking within the blocks, while high-density sections would rely more on internal lots, possibly under the power corridor.

Councilmember Kevin Oyler asked about shared parking between residential and commercial uses. Austin Pritchett said cross-parking agreements are common and practical. Seth Perrins explained that it's private property, so such agreements are allowed if both parties consent. Tate Murphy added that recorded cross-parking agreements can be established in perpetuity.

Councilmember Kevin Oyler suggested time-based sharing between businesses and residents. Austin Pritchett said it usually balances naturally since residents are home at night and offices are active by day.

The Mayor Mike Mendenhall thanked the applicants for their presentation and joked about their attire, saying jackets would be expected next time. He then closed the discussion and moved to enter a closed session for the evening.

Councilman Cardon ▾ **Moved to Adjourn to Closed Meeting strategy sessions to discuss the purchase, exchange, or lease of real property as provided by Utah Code Annotated §52-4-205.**

Councilman Marshall ▾ **Seconded** and the motion **Passed** with a roll call vote at 10:29 pm

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

Councilman Cardon ▾ **Moved** to approve the **Adjourn**

Councilwoman Beck ▾ **Seconded** and the motion **Passed** with a roll call vote at 11:38 pm
pm

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

Attest: October 21, 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 October 21, 2025. This document constitutes the official minutes of the City Council meeting.



TARA SILVER, CITY RECORDER