



SPRINGVILLE CITY COUNCIL AGENDA  
WORK MEETING  
**TUESDAY, JANUARY 20, 2026**  
110 South Main Street  
Springville, Utah 84663

NO FORMAL ACTIONS ARE TAKEN IN A WORK MEETING

**5:30 P.M. - WORK MEETING - MULTI-PURPOSE ROOM**

**CALL TO ORDER**

**COUNCIL BUSINESS**

1. **Calendar**
  - Feb 03 - Work Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
  - Feb 16 - President's Day Observed (Civic Center Closed - Monday)
  - Feb 17 - Work Study Meeting 5:30 p.m., Regular Meeting 7:00 p.m.
2. **REVIEW OF THE 7:00 P.M. REGULAR COUNCIL MEETING AGENDA ITEMS**
  - a) Invocation - Councilmember Wright
  - b) Pledge of Allegiance - Councilmember Smith
  - c) Consent Agenda
  2. Approval of the minutes for the Special Meeting on December 31, 2025, and the Work and Regular Meetings held on January 06, 2026
3. **WORK MEETING DISCUSSIONS/PRESENTATIONS**
  - a) Sewer Collections Master Plan IFFP/IFA
  - b) Storm Water IFA
  - c) Sewer Treatment IFA

**MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**

**ADJOURNMENT**

**CLOSED SESSION, IF NEEDED - TO BE ANNOUNCED IN MOTION**

The Springville City Council may temporarily recess the meeting and convene in a closed session as provided by UCA 52-4-205.





SPRINGVILLE CITY COUNCIL AGENDA  
REGULAR MEETING  
**TUESDAY, JANUARY 20, 2026**  
110 South Main Street  
Springville, Utah 84663

**7:00 P.M. COUNCIL MEETING - CITY COUNCIL ROOM**

**CALL TO OR  
INVOCATION  
PLEDGE  
APPROVAL OF THE MEETING'S AGENDA  
MAYOR'S COMMENTS**

1. Swearing in of the Springville City Youth Council

**PUBLIC COMMENT** - Audience members may bring any item, not on the agenda, to the Mayor and Council's attention. Please complete and submit a "Request to Speak" form. Comments will be limited to two or three minutes, at the mayor's discretion. State Law prohibits the Council from acting on items that do not appear on the agenda.

**CONSENT AGENDA** - The Consent Agenda consists of items previously discussed or that are administrative actions where no additional discussion is needed. When approved, the recommendations in the staff reports become the action of the Council. The agenda provides an opportunity for public comment. If, after the public comment, the Council removes an item from the consent agenda for discussion, the item will keep its agenda number. It will be added to the regular agenda for discussion unless otherwise specified by the Council.

2. Approval of the minutes for the Special Meeting on December 31, 2025, and the Work and Regular Meetings held on January 06, 2026
3. Approval of an Ordinance amending Springville City Code Title 4, Chapter 8, Airport - Christina Westover, Risk Manager

**MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**

**ADJOURNMENT - CLOSED SESSION, IF NEEDED - TO BE ANNOUNCED IN MOTION**

The Springville City Council may temporarily recess the meeting and convene in a closed session as provided by UCA 52-4-205.

**CERTIFICATE OF POSTING - THIS AGENDA IS SUBJECT TO CHANGE WITH A MINIMUM OF 24-HOURS NOTICE - POSTED 01-16-2026**

In compliance with the Americans with Disabilities Act, the city will make reasonable accommodations to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please get in touch with the City Recorder at (801) 489-2700 at least three business days prior to the meeting.

Meetings of the Springville City Council may be conducted by electronic means pursuant to Utah Code Annotated Section 52-4-207. In such circumstances, contact will be established and maintained by telephone or other electronic means, and the meeting will be conducted pursuant to Springville City Municipal Code 2-4-102(4) regarding electronic meetings.

s/s - Kim Crane, MMC, City Recorder



MINUTES  
Springville City Council Special Meeting - December 31, 2025

MINUTES OF THE SPECIAL MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY, DECEMBER 31, 2025, AT 1:00 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET, SPRINGVILLE, UTAH.

**Presiding and Conducting:** Mayor Matt Packard

<b>Elected Officials in Attendance:</b>	Craig Jensen	via Telephone
	Logan Millsap	
	Jake Smith	absent
	Mike Snelson	
	Mindi Wright	

**City Staff in Attendance:** Assistant City Administrator/City Attorney John Penrod, City Recorder Kim Crane, and Assistant City Attorney Chris Creer

**1. CALL TO ORDER**

Mayor Packard called the meeting to order at 11:05 a.m.

**2. The Springville City Council will recess the meeting and convene in a closed session to discuss pending litigation as provided by UCA 52-4-205.**

**Motion:** Councilmember Snelson moved to ADJOURN the meeting at 11:05 a.m. and go into closed session for potential litigation. Councilmember Millsap seconded the motion. Voting Yes: Councilmember Jensen, Councilmember Millsap, Councilmember Smith EXCUSED, Councilmember Snelson, and Councilmember Wright. The motion Passed Unanimously, 4-0 with 1 excused.

*This document constitutes the official minutes for the Springville City Council Regular Meeting held on Tuesday, December 31, 2025.*

*I, Kim Crane, do hereby certify that I am the duly appointed, qualified, and acting City Recorder for Springville City, Utah County, State of Utah. I do hereby certify that the foregoing minutes represent a true, accurate, and complete record of this meeting held on Tuesday, December 31, 2025.*

DATE APPROVED: \_\_\_\_\_

\_\_\_\_\_  
Kim Crane  
City Recorder





MINUTES  
Springville City Council Regular Meeting - January 06, 2026

MINUTES OF THE REGULAR MEETING OF THE SPRINGVILLE CITY COUNCIL HELD ON TUESDAY,  
2 JANUARY 06, 2026, AT 7:00 P.M. AT THE CIVIC CENTER, 110 SOUTH MAIN STREET, SPRINGVILLE,  
UTAH.

4

6:30 P.M.

6 **Oath of Office Ceremony**

8 Newly elected Mayor Matt Packard and City Council Members Karen Ellingson and Michael  
Snelson were sworn in by City Recorder Kim Crane.

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12 **Presiding and Conducting:** Mayor Matt Packard

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16 **Elected Officials in Attendance:** Karen Ellingson  
Logan Millsap  
Jake Smith  
Mike Snelson  
Mindi Wright

18

20 **City Staff in Attendance:** City Administrator Troy Fitzgerald, Assistant City Administrator/City Attorney  
John Penrod, Assistant City Administrator/Finance Director Bruce Riddle, City Recorder Kim Crane,  
Community Development Director Josh Yost, Director of Administration Patrick Monney, Library Director  
22 Dan Mickelson, Museum of Art Director Emily Larsen, Parks and Recreation Director Stacey Child, Power  
Director Jason Miller, Public Safety Director Lance Haight, and Public Works Director Brad Stapley

24

26 **CALL TO ORDER**

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30 Mayor Packard called the meeting to order at 7:00 p.m.

32

34 **INVOCATION AND PLEDGE**

36 **Councilmember Snelson** offered the invocation, and **Councilmember Millsap** led the Pledge of  
Allegiance.

38

40 **APPROVAL OF THE MEETING'S AGENDA**

42 **Motion:** **Councilmember Ellingson** moved to approve the agenda as written. **Councilmember Wright** seconded the motion. **Voting Yes:** Councilmember Ellingson, Councilmember Millsap, Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously, 5-0**

44

46 **MAYORS COMMENTS**

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50 Mayor Packard welcomed the Council, staff, and those in attendance.

52

## COUNCIL BUSINESS

### 44 Calendar

- 46 • Jan 14 - Budget Meeting 4:00 p.m.
- 46 • Jan 20 - Work Meeting 5:30 p.m., Regular Meeting 7:00 p.m.

48 Mayor Packard asked if there was any discussion about the upcoming calendar. There was none.

### 50 PUBLIC COMMENT

52 Mayor Packard introduced the Public Comment section of the agenda and inquired if there were any written requests to speak.

54 Amy Palethorpe spoke as a community advocate for the Ruth Theater. She discussed efforts to 56 elevate the arts and highlight surrounding cities. She announced upcoming performances, including *Fiddler on the Roof* and *Forever Plaid*, scheduled for February 23-28, and invited the Mayor, Council, and community members to attend.

58 Rebecca Millard spoke regarding the Michael Ewing case. She stated that many community members had concerns about how Michael Ewing's death was investigated. She expressed that there was a perceived lack of transparency and that an independent review of the case was needed, noting that unanswered questions could erode public trust.

62 Michael Andersen spoke regarding the proposed changes to the chicken ordinance discussed at 64 the previous council meeting. He referenced the discussion to restrict the number of chickens and the Chief of Police's follow-up. Mr. Andersen stated that he did not agree with the proposed change and believed that lot size should be considered.

66 Marcus Case was not in attendance. Mayor Packard read his written comment into the record.

68 Olin Sorby was not in attendance due to being out of state. Mayor Packard read his written comment into the record.

70 Charles Rose was not in attendance due to being out of state. Mayor Packard read his written comment into the record.

72 Taylor Rose Ewing was not in attendance due to being out of state. Mayor Packard read her written comment into the record.

74 Stacie Pratt was not in attendance due to being out of state. Mayor Packard read her written comment into the record.

76 Miriam Tracy spoke regarding the Michael Ewing case. She identified herself as a friend of the Ewing family and stated that she cared about public trust. She said the family had been asking for accountability and transparency and requested that investigative steps be acknowledged on the public record.

78 Natalie Marvin expressed support for the Ewing family and stated she hoped the City could help 80 find answers. She also raised concerns about the intersection at 620 South Canyon Road, noting that the in-ground lights could be brighter to help slow traffic.

82 Mayor Packard stated that the matter was an open investigation. He explained that if the public had questions, they should contact City Attorney John Penrod. He stated that the Mayor and Council were not in a position to comment publicly or privately on the investigation.

84 Sharon Ewing read a statement from Jaylynn, Michael Ewing's stepson. The statement addressed 86 concerns about the investigation and characterized the death as suspicious, requesting an external investigation.



88        Tyra Orton spoke regarding the concerns regarding the 620 South Canyon Road intersection. She  
stated that additional measures were needed and, as a school bus driver, believed the intersection  
required a four-way stop or other improvements.

## 90        CONSENT AGENDA

92        1. Approval of the minutes for the November 11, 2025, Strategic Planning meeting, the December  
16, 2025, work meeting, and regular meeting.

94        Mayor Packard asked for a discussion or a motion on the consent agenda.

96        **Motion: Councilmember Snelson moved to approve** the consent as written. **Councilmember Smith**  
98        **seconded** the motion. **Voting Yes:** Councilmember Ellingson, Councilmember Millsap, Councilmember  
Smith, Councilmember Snelson, and Councilmember Wright. The motion **Passed Unanimously, 5-0.**

## 100        PRESENTATIONS

102        2. **Springville Citizen Survey Report - Troy Fitzgerald, City Administrator**

104        City Administrator Troy Fitzgerald reported on the Springville Citizen Survey Report, noting that  
this was the tenth survey completed. He stated that the survey provided valuable insight into community  
106        perspectives, though it did not explain the reasons behind the responses. He explained that the survey  
was conducted by the BYU Sociology Department, which randomly selected 4,821 households, resulting  
in 1,021 responses and a response rate of 21.17 percent.

108        Fitzgerald highlighted the wide age range of respondents, noting that two respondents were born  
in 1929 and two were born in 2005. He reported a significant decrease in average household size,  
110        declining from 3.57 persons per household in 2009 to 3.07 in 2025. He stated that population growth in  
Springville had slowed and was declining, and noted that similar trends were being experienced by many  
112        communities across the country. He concluded by reporting that the survey showed a significant increase  
in the overall quality of life in Springville.

114        Councilmember Snelson questioned the usefulness of the “neither agree nor disagree” response  
option in the survey and asked whether it was necessary or if there could be a better way for respondents  
116        to answer.

118        City Administrator Troy Fitzgerald reviewed additional results from the citizen survey. He reported  
that traffic on the City’s main streets was identified as an important and major problem. He stated that the  
120        overall quality of City services was rated as very good, with the Springville Museum of Art identified as  
the top-rated service.

122        In response to a question from the Mayor regarding how the survey information was used,  
Fitzgerald explained that the results were reviewed with department directors and during budget meetings  
124        to help identify citizen priorities. He noted that the library received a “very good” rating for quality of  
service.

126        Fitzgerald reported that a substantial number of respondents indicated they felt safe walking in  
their neighborhoods. Property crime and violent crime were both rated as very safe. He also noted strong  
support for economic development.

128        He further explained that citizens responded to open-ended questions, and the top themes for  
what residents liked most about living in Springville included the small-town feel, sense of community,  
130        quiet and peaceful neighborhoods, safety and security, parks, the library, the Clyde Recreation Center,  
and access to the mountains and Hobble Creek.



132        Mayor Packard stated that he would like department heads to provide their thoughts on the survey  
133        results and the direction they indicated. He noted that the information should be used to guide  
134        improvements and support the betterment of the City.

136

### **MAYOR, COUNCIL, AND ADMINISTRATIVE REPORTS**

138        Mayor Packard asked for any further discussion.

140        Councilmember Snelson stated a new council photo was needed and proposed a date of February  
03, 2026, at 4:30 p.m.

142        **CLOSED SESSION, AND ADJOURNMENT IF NEEDED - TO BE ANNOUNCED IN MOTION**

144        *The Springville City Council may adjourn the regular meeting and convene into a closed session as  
provided by UCA 52-4-205.*

146        **ADJOURNMENT**

148        Motion: Councilmember Snelson moved to adjourn the meeting at 8:18 p.m. Councilmember  
Wright seconded the motion. Voting Yes: Councilmember Ellingson, Councilmember Millsap,  
Councilmember Smith, Councilmember Snelson, and Councilmember Wright. The motion Passed  
150        Unanimously, 5-0.

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156        *This document constitutes the official minutes for the Springville City Council Regular Meeting held on Tuesday,  
January 06, 2026.*

158        *I, Kim Crane, do hereby certify that I am the duly appointed, qualified, and acting City Recorder for Springville City, Utah  
County, State of Utah. I do hereby certify that the foregoing minutes represent a true, accurate, and complete record of this  
meeting held on Tuesday, January 06, 2026.*

160

162        DATE APPROVED: \_\_\_\_\_

Kim Crane  
City Recorder





## STAFF REPORT

**DATE:** January 14, 2026

**TO:** Honorable Mayor and City Council

**FROM:** Christina Westover, Risk Manager

**SUBJECT: CONSIDERATION OF REPEALING TITLE 4, CHAPTER 8 - "AIRPORT" FROM SPRINGVILLE CITY CODE**

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**Recommended Motion:** Motion to approve the repeal of Title 4, Chapter 8 - "Airport" from Springville City Code.

**Executive Summary:** It is proposed that Springville City repeal Title 4, Chapter 8 - "Airport" from the Springville City code. The City no longer shares ownership of the airport that is located at 300 West 2050 North, Spanish Fork, Utah, therefore the related provisions in this chapter are no longer applicable.

**Focus of Action:** To repeal Title 4, Chapter 8 - "Airport" of the Springville City Code in its entirety.

**Background:** Spanish Fork Municipal Airport (formerly Spanish Fork-Springville Airport) was originally built and certified in the summer of 1931. Spanish Fork provided the land and initial development.

In 1935-1936, Springville requested its own airport, but the Utah Aeronautics Board and Civil Aviation Board rejected the proposal because of proximity to Spanish Forks airport. Instead, they suggested a partnership.

Springville agreed to share operating costs and built an access road, making it a joint-use facility known as the Spanish Fork-Springville Airport.

This partnership lasted until 2019, when Springville withdrew (and Spanish Fork took sole ownership), thereby relinquishing all responsibilities and operational involvement related to the airport.



**Discussion:** In consultation with the City Attorney and Chief of Police, staff has determined that an ordinance regulating an airport no longer owned by Springville City is unnecessary. Repealing Title 4, Chapter 8 - "Airport" will ensure that the City Code accurately reflects current ownership and jurisdictional responsibilities.

**Alternatives:** It could be decided that Title 4, Chapter 8 - "Airport" be modified or that it be retained as currently written (not recommended).

**Fiscal Impact:** There is no direct cost associated with repealing Title 4, Chapter 8 - "Airport".

**Attachments:** Proposed amendments to statute - Title 4, Chapter 8: Airport, Springville City Code.

**ORDINANCE #\_\_-2026**

**AN ORDINANCE TO REPEAL TITLE 4, CHAPTER 8 - “AIRPORT” OF THE SPRINGVILLE CITY CODE.**

Be it ordained by the City Council of Springville, Utah:

**WHEREAS**, the City has an existing ordinance regarding the airport as outlined in Title 4, Chapter 8 - “Airport” of the Springville City Code; and

**WHEREAS**, the Legal Department recommends repealing the ordinance to ensure that the City Code accurately reflects current ownership and jurisdictional responsibilities; and

**WHEREAS**, the City Council has determined that the repealing of this ordinance is in the best interest of the citizens of Springville and an appropriate exercise of the City Council’s legislative power.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of Springville, Utah:

**SECTION 1: CHAPTER REPEALED.** Title 4, Chapter 8 - “Airport” of the Springville City Code is hereby repealed in its entirety as shown in Exhibit A.

**SECTION 2: EFFECTIVE DATE.** This Ordinance shall take effect upon publication or posting as required by law.

**PASSED, ADOPTED, AND ORDERED POSTED** by the City Council of Springville, Utah, this 20<sup>th</sup> day of January, 2026.

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Matt Packard, Mayor

ATTEST:

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Kim Crane, City Recorder

## EXHIBIT A

### **CHAPTER 8 AIRPORT**

#### **4-8-101 Name and Location.**

The airport facility is located at 300 West 2050 North, Spanish Fork, Utah, and is hereby designated as the Springville/Spanish Fork Municipal Airport.

(Adopted by Ordinance No. 6-92)

#### **4-8-102 Authority to Make Rules.**

The Airport Manager, with the concurrence of the Joint Airport Board, is hereby authorized and directed to promulgate rules and regulations not in conflict with law or ordinance with reference to the use of the Municipal Airport and the control and management thereof.

(Adopted by Ordinance No. 6-92)

#### **4-8-103 Definitions.**

As used herein, the following terms shall have the meanings indicated:

- (1) "Acrobatic flying" means any intentional maneuver not necessary for navigation.
- (2) "Aeronautical activity" means any activity, whether or not conducted on the airport, which involves, makes possible, or is required for the operation of aircraft, or which contributes to, or is required for the safety of such operations, and shall include, but not be limited to, all activities commonly conducted on airports, such as charter operations, pilot training, aircraft rental and sight seeing, aerial photography, crop dusting, flying clubs, aerial advertising and surveying, air carrier operations, aircraft sales, aircraft service, aviation petroleum product sales, repair and maintenance of aircraft, sale of aircraft parts, sales of aircraft accessories, sales and maintenance, radio sales and repair, navigation equipment sales and repair, and any other activity which, because of its direct relationship with the operation of aircraft, can properly be regarded as an aeronautical activity.
- (3) "Aircraft" means a device as defined by FAA that is used or intended to be used for flight in the air.

(4) "Airplane" means an engine driven fixed wing aircraft heavier than air, that is supported in flight by the dynamic reaction of the air against the wings.

(5) "Airport" means all of the city owned or leased real or personal property comprising Springville/Spanish Fork Municipal Airport.

(6) "Airport Board" means the duly appointed Joint Airport Board of the cities of Spanish Fork and Springville,

(7) "Airport Manager" means the duly appointed manager of the Springville/Spanish Fork Municipal Airport.

(8) "Air Traffic" means aircraft in operation anywhere in the airspace and on that area of the airport normally used for the movement of aircraft.

(9) "Aircraft Operation" means an aircraft arrival at or departure from the airport.

(10) "Aircraft Parking and Storage Area" means the open areas of the airport set aside for aircraft parking and storage space for the parking and storage space for the parking and storage of aircraft, or areas for the servicing of aircraft with fuel, lubricants or other supplies, or for making minor or emergency repairs to aircraft, or for any and all such purposes.

(11) "City" means the municipal entities known as Spanish Fork City and Springville City.

(12) "Commercial Aeronautical Activity" means any aeronautical activity, as defined herein, which is conducted for profit or gain.

(13) "Council" means the City Councils of Spanish Fork City and Springville City, which are and shall remain independent entities whose concurrence is required on all Council decisions relating to operation of the airport.

(14) "Fixed Base Operator" means any person meeting the minimum standards for a commercial aeronautical activity established by this ordinance and engaging in at least the following commercial aeronautical activities; public aviation fuel sales; aircraft engine, airframe, and accessory sales and service; flight training; aircraft charter and taxi service.

(15) "Flying Club" means an association or group of more than three (3) persons, organized as a non-profit corporation under the laws of the State of Utah, or, as a duly

organized non-profit unincorporated association, jointly owning or leasing aircraft where payment is made to the club for the operating time of such aircraft.

(16) "Fuel Handling" means the transportation, delivery, fueling and drainage of fuel or fuel waste products.

(17) "Fuel Storage Area" means any portion of the airport designated temporarily or permanently by the Airport Manager as areas in which gasoline or any other type of fuel may be stored or loaded.

(18) "Master Plan" means the currently approved, scaled dimensional layout of the entire airport properties, indicating current and proposed usage for each identifiable segment as approved by the Councils and amended from time to time.

(19) "Non-commercial Aeronautical Activity" means any aeronautical activity, as defined herein which is not conducted for personal or collective profit.

(20) "Off airport User" means a person owning or controlling one or more aircraft stored, hangared, tied down, maintained or otherwise kept on property adjacent to the airport, and who requires access to the airport for use of said aircraft.

(21) "Operational Area" means any place on the airport not leased or demised to anyone for exclusive occupancy.

(22) "Owner" means a person who holds legal title of an aircraft or vehicle, or in the event that the aircraft or vehicle is the subject of a conditional sale or lease thereof, the person entitled to possession.

(23) "Permission or Permit" means permission granted by the Airport Manager, Joint Airport Board, or City Councils pursuant to this ordinance to engage in a specific aeronautical or other activity on the airport.

(24) "Person" means any natural person or legal entity.

(25) "Standards" means the qualifications established herein, as amended from time to time by the City Council's setting forth the minimum requirements to be met as a condition for the right to conduct an aeronautical activity on the Municipal Airport.

(26) "Traffic Pattern" means the traffic flow as prescribed for aircraft landing at, taxiing on, or taking off from the Airport.

(27) "Vehicle Parking Area" means any portion of the airport designated and made available, temporarily or permanently by the Airport Manager for the parking of vehicles.

(Adopted by Ordinance No. 6-92)

#### **4-8-104 Airport Board.**

(1) There is hereby created and established the Joint Airport Board which shall consist of six (6) members who shall be citizens of Spanish Fork and Springville, to include an elected official from both cities, and two (2) citizens from each city.

(2) The citizen members of the Board shall be appointed for a term of three (3) years, commencing January 1. No member of the Board shall receive any salary or compensation of any kind for the performance of their duties as herein provided except that members of the Board may be reimbursed for their reasonable expenses incurred in carrying out their duties provided said expenses are incurred.

(3) The City Councils of each city may remove the members appointed by that city at any time without cause.

(4) The Joint Airport Board by majority vote shall elect from its members a chairperson who shall preside over the meetings of the Board and a vice chairperson who shall sit for the chairperson during his or her absence. The election of the officers of the Board shall be held at the first regular meeting at which a quorum is present following January 1 of each even numbered year. The Board shall adopt rules for the conduct of its meetings. No action shall be taken by the Board except by the affirmative vote of at least three (3) members of the Board which shall constitute a quorum.

(5) The Joint Airport Board shall meet not less than four (4) times a year at times and places to be designated by said Board.

(6) The Joint Airport Board shall have authority to recommend to the Mayors and City Councils of Spanish Fork and Springville the needs and requirements of the airport and its facilities. It shall study city, state and federal budget money, appraise development that is desirable for the airport, and shall study and appraise an overall plan for the joint Municipal

~~Airport, and shall have such other duties and responsibilities as may be delegated to said Board from time to time.~~

~~(Adopted by Ordinance No. 6-92; amended by Ord. No. 11-98, and Ord. No. 04-2008)~~

**4-8-105 General Provisions.**

- ~~(1) It shall be unlawful for any aviator, or other person, to fail to comply with any of the rules and regulations adopted and promulgated by the Federal Aviation Administration, the Utah State Aeronautics Commission, the City Councils of Spanish Fork and Springville, the Joint Airport Board, or the Airport Manager. All said rules and regulations so adopted and promulgated are hereby adopted by reference and made a part thereof as fully as if the same and each of them were completely set forth herein.~~
- ~~(2) It shall be unlawful for an airman, or other person, to fly or otherwise navigate any aircraft over the city at a lower altitude than 1,000 feet above ground level, except in landing or taking off from the duly established and authorized airport.~~
- ~~(3) It shall be unlawful for any person to acrobatically fly an aircraft over any business, industrial or residential area of the city, or over any open air assembly of persons within the corporate limits of the City.~~
- ~~(4) Persons involved in aircraft accidents occurring on the Airport shall make a full report thereof, including names and addresses, time, place and cause, and any inquiries occasioned thereby to the Airport Manager as soon after the accident as possible. When a written report of an accident is required by Federal Aviation Regulations, a copy of such report may be submitted to the Airport Manager in lieu of the report required above. If the accident occurs within the City limits, a report shall be made by the City Police Department.~~
- ~~(5) Aircraft owners, their pilot or agent, shall be responsible for the prompt removal of disabled aircraft, and parts thereof, unless required, or as directed, by the Airport Manager or the Federal Aviation Administration, to delay such action pending an investigation of an accident. In the event of failure to promptly remove such disabled aircraft, the Airport Manager will cause the aircraft to be removed and the owners thereof shall be responsible for all charges reasonably incurred in the removal of same.~~
- ~~(6) The Airport Manager may delay or restrict any flight or other operations at the Airport and may refuse takeoff clearance to any aircraft for any reason he believes justifiable. The~~

Airport Manager may also prohibit the use, in all or in part, of the Airport, for any purpose, by an individual or group.

(Adopted by Ordinance No. 6-92)

**4-8-106 Aeronautical Activities Standards.**

(1) No person shall be permitted to use any land within the Springville/Spanish Fork Municipal Airport unless a valid contract or agreement has been executed with Spanish Fork City and Springville City and said land is used in conformance with all laws, regulations, and standards herein and elsewhere established for said use. No person shall be granted an exclusive right to conduct any aeronautical activity upon the airport. Furthermore, no person shall be permitted to use any land or conduct any aeronautical activity or the solicitation of business in connection therewith unless such aeronautical activity is conducted in accordance with the standards herein established and is based upon the issuance of the proper permits or licenses.

(2) Applications for leases of ground or facilities on the airport, or for permission to carry on any commercial or non-commercial aeronautical activity on the airport, shall be made to the Airport Manager who shall thereafter present the application to the Board. The application shall be signed and submitted by a party owning an interest in the business, or the individual who will be managing the business, or partner of a partnership or a director or an officer of a corporation.

(a) The Board shall not accept or take action on a license request for any commercial or non-commercial activity until after the applicant, in writing, submits a proposal which sets forth the scope of operation proposed, including the following:

- (i) the name and address of the applicant;
- (ii) the proposed land use, facility and activity sought including layout of buildings, appurtenances, and spaces to be occupied;
- (iii) an organizational chart showing employees' names, duty, status, and job qualifications;

- (iv) ~~proof of sufficient available operating resources to sustain the operation for a reasonable length of time. Operating resources shall not include prospective profits from the operation;~~
- (v) ~~names and financial statement of any proposed guarantors;~~
- (vi) ~~pro forma operating statement for first year;~~
- (vii) ~~a statement of tools, equipment, services and inventory, if any, proposed to be furnished in connection with such activity;~~
- (viii) ~~the requested or proposed date for commencement of the activity and the term of conducting the same;~~
- (ix) ~~the estimated cost of any structure or facility to be furnished, the proposed specifications for the same, and the means or method of financing such;~~
- (x) ~~the specific types and amounts of insurance proposed in accordance with minimum requirements for the activity; and~~
- (xi) ~~proposed operational hours.~~

(b) ~~If requested by the Board, the applicant shall submit the following supportive documents to the Board, together with such other documents and information as may be requested by the Board:~~

- (i) ~~a current financial statement;~~
- (ii) ~~a written listing of the assets owned or being purchased which will be used in the aeronautical activity;~~
- (iii) ~~a current credit report;~~
- (iv) ~~a written authorization for the FAA and all aviation or aeronautic commissions, administrators or departments of all states in which the applicant has engaged in aeronautical activities to supply the Board with all information in their files relating to the applicant or his operation. The applicant shall execute such forms, releases and discharges as may be requested by any of these agencies.~~

(c) At the discretion of the Board, all other persons then conducting aeronautical activities on the airport who, in the opinion of the Board, would be directly affected by the granting of the application in question may also be notified of the filing of such application and the time and place of the Board meeting to consider the same.

(3) The Board shall consider the application within a reasonable time and shall thereafter make a recommendation to the City Councils recommending approval of the application, recommending approval of the application subject to reasonable conditions, or recommending denial of the application for one (1) or more of the following reasons.

(a) The applicant for any reason does not meet the qualifications, standards and requirements established by this Chapter.

(b) The applicant's proposed operations or construction will create a safety hazard on the airport.

(c) The applicant is unwilling or unable to post performance bond equal to six (6) months' rental or a deposit of cash equivalent, or advance payment of six (6) months' rental.

(4) Upon receipt of the recommendation of the Board, each of the Councils shall act upon the application within a reasonable time and shall approve the application, approve the application subject to reasonable conditions, or deny the application. Upon approval by both Councils or conditional approval by both Councils, and the conditions being met by the applicant, the Cities shall enter into a lease agreement with the applicant.

(5) In order for any license request to be recommended for approval by the Board or approved by the Councils, the following findings must be made:

(a) that such applicant has a history of management and personnel ability in conducting the same or similar or comparable type of service or activity in a good and workmanlike manner.

(b) that such applicant has the financial responsibility and ability to provide facilities and services proposed.

(c) that the applicant has, or can secure, necessary certificates from FAA or other authority where the same are required for the activity proposed.

(d) that the applicant has, or can furnish, suitable indemnity insurance or bond to protect and hold the Cities harmless from any liability in connection with the conduct of the activity proposed.

(e) that the applicant will provide the Cities with a payment bond equal to not less than six (6) months' rental or other revenue to the airport.

(f) that the applicant can meet the minimum standards herein stated for the activity requested.

(6) The following standards shall apply to specific activities:

(a) All persons engaging in commercial aeronautical activities shall meet the following general requirements:

(i) provision of adequate insurance, as determined by the Joint Airport Board, including public products liability, indemnifying and holding Spanish Fork City and Springville City harmless and naming Spanish Fork City and Springville City as an additional insured.

(ii) provision of adequate building floor space, as determined by the Airport Board, meeting applicable laws and ordinances in which to carry on the commercial aeronautical activity.

(iii) all commercial aeronautical activities operations shall be open for business for a minimum of eight hours each day, five (5) days a week, except for legal holidays.

(b) Every person conducting the following specific commercial aeronautical activities shall meet the additional requirements as hereinafter set out:

(i) A Fixed Base Operator must engage in at least six (6) commercial activities: including public aviation fuel sales; aircraft engine, airframe and accessory sales and maintenance; flight training; aircraft charter and taxi service; and other commercial aeronautical activities subject to the minimum standards set forth below pursuant to each specific activity. In addition, an FBO must meet the following standards:

(A) storage space sufficient to hangar two (2) aircraft.

- (B) ~~separate male and female restrooms.~~
- (C) ~~public use telephone.~~
- (D) ~~separate waiting room or pilot lounge~~
- (E) ~~hard-surfaced parking area for at least eight (8) aircraft.~~
- (F) ~~minimum operating hours Monday through Saturday for eight (8) hours per day six (6) days a week, except for legal holidays.~~
- (G) ~~during normal operating hours, a line serviceman, FAA certificated commercial pilot and flight instructor and FAA certified mechanic shall be on duty and available.~~

(ii) ~~only Fixed Base Operators shall be licensed to conduct aviation fuel and oil sales or service to the public on the Airport and shall be required to provide:~~

- (A) ~~aviation fuel located in an approved storage facility.~~
- (B) ~~An adequate inventory of at least two (2) brands of generally accepted grades of aviation engine oil and lubricants.~~
- (C) ~~conveniently located heated lounge or waiting rooms for passengers and airplane crews of itinerant aircraft together with sanitary restrooms and public telephones.~~
- (D) ~~adequate and sanitary handling and disposal away from the airport, of all trash, waste and other materials, including but not limited to used oil, solvents and other waste. The piling or storage of crafts, boxes, barrel and other containers will not be permitted within the lease premises.~~
- (E) ~~all refueling operations, procedures and equipment must be in compliance with applicable federal, state and local fire codes and ordinances pertaining to fire safety as presently, or as hereinafter may be adopted. These include, but are not limited to: the Uniform Fire Code Standards, National Fire Protection Association Standards.~~

(iii) ~~Duly licensed commercial aeronautical entities may conduct private fueling services for aircraft owned and operated by each such license subject to the following:~~

- (A) ~~provision of approved fuel and oil storage facilities in a location designated by the Airport Manager.~~
- (B) ~~provision of mobile fuel dispensing equipment meeting all NFPA criteria to service aircraft.~~
- (C) ~~no refueling of any privately owned aircraft, other than by fixed base operators, is permitted on the ramp of the fixed base operators, in hangars or in T-hangers.~~
- (D) ~~all refueling operations, procedures and equipment must be in compliance with applicable federal, state and local fire codes, ordinances and rules pertaining to fire safety as presently, or as hereinafter may be, adopted. These include, but are not limited to, the Uniform Building Code, Uniform Fire Code, Uniform Fire Code Standards, and National Fire Protection Association Standards.~~

(iv) ~~All persons operating aircraft engine, airframe and accessory maintenance facilities to the public for hire shall provide:~~

- (A) ~~in case of airframe or engine repairs, sufficient hangar space to house any aircraft upon which such service is being performed at time of service.~~
- (B) ~~suitable inside and outside storage space for aircraft awaiting repair or maintenance of delivery after repair and maintenance have been completed.~~
- (C) ~~adequate shop space to house the equipment and adequate equipment and machine tools, jacks, lifts and testing equipment to perform top overhauls as required for FAA certification and repair of parts not needing replacements on all single engine land and light multi-engine land general aviation aircraft.~~

(D) at least one FAA certificated airframe and power plant mechanic available during eight (8) hours a day, five (5) days per week.

(E) proper equipment for repairing and inflating aircraft tires, servicing oleo struts, changing engine oil, facilities for washing and cleaning aircraft, recharging or energizing discharged aircraft batteries and starters.

(F) adequate towing equipment and parking and tie-down areas to safely and efficiently move aircraft and store them in all reasonably expected weather conditions.

(v) Persons conducting an aircraft charter or taxi service shall provide:

(A) passenger lounge, restroom and telephone facilities.

(B) suitable, properly certificated aircraft with properly certificated and qualified operating crew, one of which shall be located at the airport and ready for departure during at least eight (8) hours of daylight operation five (5) days per week except for legal holidays.

(vi) Persons conducting an aircraft rental and sales activity shall provide:

(A) suitable office space for consummating sales and/or rentals and the keeping of proper records in connection therewith.

(B) hangar storage for at least one (1) aircraft to be used for sales or rental.

(C) for rental, at least one (1) aircraft to be used for sales or rental.

(D) adequate facilities for servicing and repairing the aircraft or satisfactory arrangements with other operators licensed by the Board on the airport for such service and repair.

(E) the minimum stock of readily expendable spare parts, or adequate arrangements for securing spare parts required for the type of aircraft and models sold.

(vii) Persons conducting crop spraying shall provide:

- (A) ~~suitable arrangements for the safe storage and/or containment of noxious chemical materials; no poisonous or inflammable materials shall be kept or stored in close proximity to other facility installations at the airport.~~
- (B) ~~properly certificated aircraft suitably equipped for the agricultural operation undertaken.~~
- (C) ~~suitable arrangements for servicing, repairing, storing and parking its aircraft with adequate safeguards against spillage on runways and taxiways or pollution or dispersal of chemicals by wind to other operational areas on the airport.~~
- (viii) ~~Persons conducting aircraft commuter and air carrier service shall provide:~~
  - (A) ~~an adequately manned and operated terminal facility including ticket and operations counter area, lounge and restroom facilities.~~
  - (B) ~~a published schedule of operating times and rates.~~
  - (C) ~~reservations service with continuity of communication with public which will help to prevent overbooking, provide ease of ticket purchases and cancellations and provide interline reservations.~~
  - (D) ~~baggage handling service including interline exchange.~~
  - (E) ~~satisfactory evidence of reliability and responsibility including FAA operating permit.~~
  - (F) ~~operator shall furnish airport reports of operations on a monthly basis.~~
- (ix) ~~Commercial Aeronautical Activities other than those listed above, such as paint shops, upholstery shops, propeller shops, avionics shops may also be operated on the Springville/Spanish Fork Municipal Airport. The general standard specified in Section 4-8-6(6)(a) shall apply; however, specific standards will be as directed by the Joint Airport Board and shall be in compliance with applicable local, state, and federal rules and regulations.~~

(x) Any person conducting a combination of the specific activities listed herein shall not be required to duplicate the requirements of the individual activities where the requirements of the combination is sufficient to meet the requirement of the separate activity to be conducted.

(c) Every person conducting the following specific non-commercial aeronautical activities shall meet the requirements hereinafter set out.

(i) Persons seeking to operate flying clubs shall be required to:

(A) be organized as a non profit corporation under the laws of the State of Utah, or, as a duly organized non profit unincorporated association for the purpose of fostering flying for pleasure; development of skills in aeronautics, including pilotage or navigation; development of an awareness and appreciation of aviation requirements and techniques by the general public in the field of aviation and aeronautics.

(B) flying clubs, or any individual member thereof, shall not provide instruction in club owned aircraft for other than its members and shall not engage in charter service or any other commercial aeronautical activity at the Spanish Fork/Springville Municipal Airport.

(C) register all aircraft owned, leased, or used by the flying club with the Airport Manager.

(D) assure that each aircraft operated, owned or leased by a flying club is in full compliance with air worthiness requirements of the appropriate federal agency.

(ii) All hangars constructed on the Spanish Fork/Springville Airport shall be used for the sole purpose of aircraft storage and storage of aircraft related materials including materials used for spraying from aircraft. Storage of non-aircraft related materials shall be prohibited.

(A) All hangars shall be constructed in a location, and in such a manner as prescribed by the Airport Board. The Board shall establish construction standards to regulate size, type of construction, materials used, and exterior appearance of all hangars. Individuals desiring to

~~construct a hangar must submit to the Board through the Airport Manager a site plan showing the following information: desired location of hangar; elevations of structure showing the general appearance and types of external materials to be used; size and number of aircraft to be stored; and owner of hangar, including name, address and phone number.~~

~~(B) Upon approval of the site plan by the Board, a hangar lease agreement must be executed and a building permit obtained prior to commencing of construction. All construction shall comply with the Uniform Building Codes as adopted by Spanish Fork City.~~

~~(C) All hangar owners must maintain their structure to the level of standards as prescribed by the Airport Board. Necessary repairs and maintenance must be completed on the structures as directed by the Board. The Board can recommend termination of the hangar lease agreement to the City Councils, as prescribed in said lease agreements, if the hangar owner does not maintain and use the structure in accordance with the mandates of the Board.~~