



CITY COUNCIL Agenda

Tuesday, October 6, 2026 at 6:00 PM

CITY COUNCIL AGENDA PUBLIC NOTICE is hereby given that the City Council of Spanish Fork, Utah, will hold a public meeting on October 6, 2026 in the Council Chambers, located on the second floor of Library Hall, 80 South Main Street.

-A Work Session Meeting will begin at 4:30 pm in the Explorer Room.

-City Council Meeting will begin at 6:00 pm in the Council Chambers.

Notice is hereby given that:

-In the event of an absence of a quorum, agenda items will be continued to the next regularly scheduled meeting.

-By motion of the Spanish Fork City Council, pursuant to Title 52, Chapter 4 of the Utah Code, the City Council may vote to hold a closed meeting for any of the purposes identified in that Chapter.

- Electronic Participation: Members of the City Council and City Staff may participate by phone, zoom, or other electronic means.

1. WORK SESSION AT 4:30 PM

No formal actions are taken in a work session.

- 1.1 Budget Revisions & Fee Changes
Communications Intern

2. ADJOURN TO CLOSED MEETING IF NEEDED- IN THE EXPLORER ROOM

The Spanish Fork City Council may temporarily recess the regular meeting and convene in a closed session to discuss (a) discussion of the character, professional competence, or physical or mental health of an individual (b) strategy sessions to discuss collective bargaining, (c) strategy sessions to discuss pending or reasonably imminent litigation, (d) strategy sessions to discuss the purchase, exchange, or lease of real property, including any form of a water right or water shares, or to discuss a proposed development agreement, project proposal, or financing proposal related to the development of land owned by the state, (e) strategy sessions to discuss the sale of real property, including any form of a water right or water shares, (f) discussion regarding deployment of security personnel, devices, or systems, (g) investigative proceedings regarding allegations of criminal misconduct as provided in Utah Code § 52-4-205.

3. CALL TO ORDER

- 3.1 Prayer & Motivational Message
Councilman Marshall in charge of the Prayer/Motivational Message

- 3.2 Pledge, led by invitation
Councilman Cardon in charge of the Pledge

4. CEREMONIAL OATH OF OFFICE

Youth Council Officers



Briefing notes

Please fill in these

Name 1 Mayor

Name 2 Deputy Mayor

5. PUBLIC COMMENTS

In order to be considerate of everyone attending the meeting and to more closely follow the published agenda times, public comment will be limited to three minutes per person. Comments which cannot be made within these limits should be submitted in writing. The Mayor or Council may restrict the comments beyond these guidelines.

6. COUNCIL COMMENTS

7. STAFF REPORTS

8. SPANISH FORK 101

- 8.1 Fall Clean-up

9. CONSENT ITEMS

These items are considered by the City Council to be routine and will be enacted by a single motion. If discussion is desired on any particular consent item, that item may be removed from the consent agenda and considered separately.

- 9.1 Draft Minutes of City Council for September 21, 2026

- 9.2 Creekside Developers - 1300 S REPC - Addendum 3

In consideration of additional non-refundable earnest money, this addendum extends the closing date for the property being purchased by Creekside Developer, LLC from Spanish Fork City, as the seller.

[Addendum No. 3 to Real Estate Purchase Contract Creekside Developers. LL C.pdf](#)

Approve Consent Agenda

- 9.3 Franchise Agreement for Zayo Group

This agreement is a new franchise agreement with Spanish Fork City for Zayo Group. It is a standard agreement based upon the provisions of the Municipal Telecommunications License Tax Act, Utah Code Ann. § 10-1-401 et seq., and Spanish Fork's Telecommunications Rights-of-Way ordinance found in Title 5,

Chapter 32, of the Spanish Fork Municipal Code.

The agreement grants the right to locate wires, cables, and other telecommunications facilities within the public rights-of-way in return for payment of the municipal telecommunications license tax. It addresses relocation of facilities, construction standards, indemnification, insurance, and other typical provisions.

Because the City's ordinance, state, and federal law require approval of franchise agreements on a competitively neutral basis, this item, as have other franchise agreements in the past, is placed on the Consent Agenda.

[Franchise Agreement Zayo Group Partially Executed.pdf](#) 

Approve Consent Agenda

10. PUBLIC HEARING

10.1 Public Hearing on Oak Village Zone Change and Preliminary Plat

a. Zone Change

b. Preliminary Plat

Oak Village Zone Change and Preliminary Plat. This proposal involves a Zone Change and Preliminary Plat for a Master Planned Development located at 100 South Spanish Fork Parkway. The proposed Ordinance would change the Zoning of the property from Rural Residential and R-1-12 to Public Facilities, R-1-9 and R-1-12 with the Master Planned Development Overlay. The Preliminary Plat includes 110 lots for single-family homes.

[report.cc.oakvillagezonechange.10-6-2026.pdf](#) 

[report.cc.oakvillagesubdivisionpreliminaryplat.10-6-2026.pdf](#) 

[ORD No. Z - 2026 Oak Village Zone Change.pdf](#) 

Recommended zone change motion:

I move to approve the proposed Oak Village Zone Change based on the following findings and subject to the following condition:

Findings

1. That the proposal conforms to the density range of the City's General Plan Designation of Low Density Residential.
2. That the proposal meets the findings and intent of the Master Planned Development Overlay.
3. That the proposal brings a unique housing plan to the area utilizing the R-1-9 designation in a way that we generally don't see in our community.
4. That the proposal has a number of community benefitting amenities.

Condition

1. That the Applicant enters into a development agreement with the City to memorialize the details of the project's approval.

Roll call vote

Recommended preliminary plat motion:

I move to approve the proposed Oak Village Subdivision Preliminary Plat based on the following findings and subject to the following conditions:

Findings

1. That the proposal conforms to the density range of the City's General Plan Designation of Low Density Residential.
2. That the proposal meets the findings and intent of the Master Planned Development Overlay.

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 all red-line review comments.
3. That the Preliminary Plat approval is contingent upon the City Council approving of the associated zoning map amendment.
4. That the private road from Whiting Street to Spanish Fork Parkway, when the road is closed, that it is closed for the minimum amount of time and at the least disruptive time.

Roll call vote

10.2 Public Hearing on Leland Meadows Zone Change and Preliminary Plat

a. Zone Change

b. Preliminary Plat

Leland Meadows Zone Change and Preliminary Plat. The proposal involves a Zone Change and Preliminary Plat for a Master Planned Development located at 1200 West 1400 South. The proposed Ordinance would change the zoning from Rural Residential to R-1-6 and R-1-15 with the Master Planned Development Overlay. The Preliminary Plat includes 206 lots for single-family homes.

report.cc.lelandmeadowszonechange.10-6-2026.pdf 

report.cc.lelandmeadowspreliminaryplat.10-6-2026.pdf 

[ORD No. Z - 2026 Leland Meadows Zone Change.pdf](#) 

Recommended zone change motion:

I move to approve the proposed Leland Meadows Zone Change based on the following findings:

Findings

1. That the proposal is consistent with the City's General Plan Designations of Medium Density Residential and Estate Density Residential.
2. That the proposal meets the intent and findings of the Master Planned Development Overlay Zoning District.

Roll call vote

Recommended preliminary plat motion:

That the proposed Leland Meadows Preliminary Plat be approved based on the following findings and subject to the following conditions:

Findings

1. That the proposal is consistent with the City's General Plan Designations of Medium Density Residential and Estate Density Residential.

2. That the proposal meets the intent of the Master Planned Development 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 red-line review comments.
3. That the preliminary plat approval is contingent upon the City Council approving the associated zoning map amendment.
4. That the Nebo School District approves the proposed land swap to accommodate the proposed development.
5. That the road cross section for Mill Road be finalized and referenced in the plans.
6. That the Applicant bonds for the future street improvements for proposed Lot 83.
7. That the Applicant provides additional details of the proposed housing products.
8. That the Applicant provides an updated street tree plan, detailed landscaping plan, fencing plan, and specific details for other improvements in the development.
9. That the Applicant obtains approval from the irrigation company.

Roll call vote

10.3 Fiscal Year 2027 Salary Schedule

Each year City staff conducts a salary study. This study uses salary data from 16 cities across the state of Utah to ensure that the City remains competitive in maintaining and recruiting employees. This schedule has incorporated the results of this study.

State law requires a public hearing be held to consider the salaries of elected officials and executive officers before they can be approved.

Google Slides: https://docs.google.com/presentation/d/1RO3yH3GkT3x3lO_qx8-8Ksqnhz1HOhtDaOFz5QR9iMc/edit?usp=sharing

[Fiscal Year 2027 Salary Schedule.pdf](#) 

No motion required after the hearing. The salary schedule will be adopted as part of the budget.

10.4 Ordinance approving Fiscal Year 2027 Budget Revision 1

Each year in October we adopt a revision budget that allows for carry over projects to be re-budgeted if they were not completed in the previous fiscal year. This year there are several capital projects in various utilities and capital project fund budgets that were not completed and the unspent balance from FY 2026 needs to be carried forward into FY 2027. Ultimately, this will increase the FY 2027 budget, therefore a public hearing is needed.

This budget revision also includes some adjustments to the fee and salary schedules.

[ORD No. _____ - 2026 Fiscal Year 2026-2027 Budget.pdf](#) 

Recommended motion: I move to Approve the Ordinance Approving Fiscal Year 2027 Budget Revision 1

Roll call vote

11. NEW BUSINESS

- 11.1 Ordinance Adopting Amended Voter Participation Areas for Spanish Fork City Based on Current Voting Precinct Boundaries
Pursuant to Utah Code Ann. § 20A-7-401.3, the City is required to adopt a map of four voter participation areas that are "contiguous and compact" and "of substantially equal population." As the City's voter precincts have changed, the voter participation areas must also be changed to follow voter precinct boundaries. The proposed ordinance would amend the map in the Municipal Code to adjust boundaries to follow current voter precinct boundaries.

[ORD Voter Participation Areas 2026 - Google Docs.pdf](#) 

[Draft Map.pdf](#) 



Briefing notes

Map is a draft. It will be replaced with a different version prior to your meeting.

Recommended motion: Motion to approve the Ordinance Adopting Amended Voter Participation Areas for Spanish Fork City based on Current Voting Precinct Boundaries.
Roll call vote

- 11.2 Cold Springs Pipeline Rehabilitation Phase 2 change Order

[Cold Springs Pipeline Rehabili.pdf](#) 

The Cold Springs Pipeline Rehabilitation Phase 2 project is currently under construction by Whitaker Construction. During construction, UPRR/RailPros requirements for flagging, monitoring, observation, and staffing increased beyond the original contract quantities. Whitaker has provided an explanation and cost breakdown for these additional requirements, including changes to railroad staffing and the required abandonment of the existing 30-inch steel pipe with CLSM.

Whitaker is requesting a \$519,902.28 change order. This includes \$376,553.90 in projected RailPros costs above the original allowance, \$85,875.00 for the railroad-directed CLSM requirement, and \$57,473.38 for the additional 24-inch valve at STA 194+00. Whitaker has also identified an additional \$105,397.50 in project costs that are not included in the current change-order request.

[Railpros Costs Increase Discussion Summary Rev1.pdf](#) 

Staff recommends that the City Council approve the \$519,902.28 change order for the Cold Springs Pipeline Rehabilitation Phase 2 project.

Motion with Roll call vote

- 11.3 Resolution for the Storm Drain Master Plan Update 2026

This proposal is an update to the Storm Drain Master Plan to match the newly adopted Land Use Element of the General Plan.

[RES Storm Drain Master Plan.pdf](#)  [Storm Drain Master Plan Update 2026](#) 

Recommended motion: I move to approve the Resolution for the Storm Drain Master Plan Update 2026
Roll call vote

12. DISCUSSION

Transportation Utility Fee

13. ADJOURN TO CLOSED MEETING IF NEEDED IN THE EXPLORER ROOM

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14. CLOSED MEETING

15. ADJOURNMENT

City Council

The City Council usually meets on the first and third Tuesdays of every month (except only one meeting in July and December: July 7, 2026 and December 8, 2026) at 6 pm preceded by a work session at the City Offices located at 80 South Main Street. Please check each agenda for times and dates. If you need help call 801-804-4530.

Mayor Mike Mendenhall, Council member Stacy Beck, Council member Shane Marshall, Council member Kevin Oyler, and Council member Jesse Cardon and Council member Landon Tooke, are honored to serve you in the capacity of Mayor and City Council members. To send an email to the entire council, address your email to council@spanishfork.org. This will automatically send an email to each council member.

We strive to make wise decisions to continue the fine traditions made by those who have gone before us. These people built a solid foundation upon which our community stands - the foundation is based upon principles of hard work, dedication and sacrifice. Our meetings are open to the public and we hope to hear from you so we can work together to continue to build our community on sound principles.