Spanish Fork City
40 S. Main Street
Spanish Fork, UT 84660
(801) 804-4500
(801) 804-4510 (fax)
www.spanishfork.org
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NEW RESIDENT CHECKLIST

☐ SIGN UP FOR UTILITIES
Spanish Fork City provides the following utilities: water, garbage, electricity, sewer, cable, phone, and internet. Sign up for utilities at: www.spanishfork.org/utilities.

A set up fee of $25 is due at the time of sign-up and a deposit may be required to open your account. Customers that sign up for ACH Auto Pay are not required to make a deposit. ACH Auto Pay helps customers avoid late fees by having their utility payments automatically deducted from their bank account.

☐ SIGN UP FOR SFCN
Spanish Fork City also has its own internet, cable, and telephone utility. Spanish Fork Community Network (SFCN). SFCN offers competitive internet speeds, including gigabit fiber speeds at competitive prices. SFCN services include free installation, no contracts, and your first month is free! To sign up for SFCN services, visit form.jotform.co/52656458996981.

☐ CHANGE MAILING ADDRESS
Visit the Spanish Fork Post Office at 165 E. 900 N. or go online to www.usps.com.

☐ UPDATE DRIVER’S LICENSE
If you have a current Utah driver’s license, you can update it online at www.dmv.org/ut-utah/change-address.php or in person at the Division of Motor Vehicles (DMV) at 150 Center St #1400, Provo, UT 84606. You will need to bring your existing license and pay via credit or debit card. If you are a new resident to Utah, you will need to transfer your out-of-state license to Utah and register your out-of-state car with the Utah DMV.

☐ REGISTER MOTOR VEHICLES
The easiest way to update your registration address is to use the Motor Vehicle Portal (MVP). You can also call the DMV at (801) 297-7780 or visit your local DMV office.

☐ REGISTER TO VOTE
You can complete your Utah voter registration online at www.vote.utah.gov. You can also register by mail or in person at the Utah County Clerks Office at 100 Center St, Provo, UT, 84606. Please call (801) 851-8128 if you have any questions.

☐ ENROLL IN UTAH SCHOOLS
Visit http://www.nebo.edu/registration or call (801) 354-7400 to begin the enrollment process.

☐ REGISTER PETS
Pet registration can be completed in person at the Spanish Fork Police Department (789 W. Center Street), at a participating veterinarian clinic, or at the South Utah Valley Animal Shelter (582 W. 3000 N., Spanish Fork). For dogs, proof of the rabies vaccination will be required. For pets that have been spayed or neutered, the fee is $15. Otherwise, the fee is $35.

☐ GET A LIBRARY CARD
Visit the Spanish Fork Public Library at 49 S. Main Street. You must be at least 5 years of age to receive a library card. Persons under the age of 18 must have an adult sign them up to use the library under the parent or guardian’s account. When signing up, please remember to bring your photo ID and show proof of residency (city bill, checkbook, or other mail with current address).

☐ FOLLOW US ON SOCIAL MEDIA
To get the most up-to-date information on City services, events, and programs, follow us on Facebook, Instagram, and Twitter.

@spanishforkcity @spanishforklibrary @spanishforkcity @SpanishForkPublicSafety @spanishforkgunclub @SpanishForkCity @SpanishForkPD @SFCN
The first explorers documented in Spanish Fork were two Franciscan Friars named Silvestre Valadez de Escalante and Francisco Antanasio de Dominguez. Escalante and Dominguez were searching for a direct route from Santa Fe, New Mexico to Monterey, California when they camped in present-day Spanish Fork in 1776.

The area was mostly populated by the Ute Indian tribe until 1851 when Mormon pioneers also settled in the area. The relationship between early Spanish Fork residents and the Utes was relatively peaceable. Although very few battles have been documented between the different peoples, Spanish Fork residents built a fort to protect themselves within the City limits in 1854.

Enoch Reece was the first to build a home and claim to 400 acres of land in the Spanish Fork area. He was soon followed by his business partners, Charles Ferguson and George Sevey. Soon, many more families settled in the Spanish Fork area, and in 1855, it was officially incorporated as a city. Soon after incorporation, the first Icelandic immigrants settled in Spanish Fork.

Spanish Fork continued to thrive as it welcomed industry and education to its city limits when a sawmill and a school house opened in 1858 and 1862, respectively. In 1910, Thurber school was built, which now houses the City Offices.

Spanish Fork events and activities have many unique celebrations. Not only does it have Fiesta Days, accompanied by an incredible rodeo to celebrate its Spanish heritage, but it also has Icelandic Days to remember and celebrate the Icelandic heritage that settled here.

Spanish Fork is a community that strives to maintain a high quality of life, and provides an outstanding environment for working, recreating, and enjoying life. City government is the Council-Manager form consisting of a part-time mayor and five part-time City Council members, along with an appointed full-time City manager who administers the operation of the City and its employees.
SPANISH FORK CONTACT INFORMATION

ADMINISTRATION
Spanish Fork City Offices ........................................................... (801) 804-4500
Administration ........................................................................ (801) 804-4531
Airport ....................................................................................... (801) 804-4550
Attorney ....................................................................................... (801) 804-4670
Building & Inspections ............................................................... (801) 804-4540
Business License ................................................................. (801) 804-4580
City Recorder ........................................................................... (801) 804-4520
Library ........................................................................................ (801) 804-4480
Mayor ....................................................................................... (801) 804-4531
Economic Development ........................................................ (801) 804-4580
Finance .................................................................................... (801) 804-4500
Maps/GIS .................................................................................. (801) 804-4571
Community Development .................................................. (801) 804-4580

PUBLIC WORKS (Power, Sewer, Storm Drain, Streets, Water)
Public Works and Engineering ........................................... (801) 804-4550
After-Hours Emergency ......................................................... (801) 804-4440

SFCN (Spanish Fork Community Network)
Cable TV & Internet Sign-up ................................................... (801) 804-4503
SFCN Office ............................................................................. (801) 804-4410
SFCN Problems ........................................................................ (801) 798-2877

SCHOOLS
Spanish Fork High School ......................................................... (801) 798-4060
Maple Mountain High School .............................................. (801) 794-6740
Landmark High School .......................................................... (801) 798-4030
Spanish Fork Junior High School ........................................... (801) 798-4075
Diamond Fork Junior High School ....................................... (801) 798-4052
American Leadership Academy ............................................ (801) 794-2226
Brockbank Elementary ............................................................ (801) 798-4025
Canyon Elementary ................................................................. (801) 798-4610
East Meadows Elementary .................................................... (801) 798-4015
Larsen Elementary ................................................................. (801) 798-4035
Park Elementary ...................................................................(801) 798-4035
Rees Elementary ...................................................................(801) 798-4055
Riverview Elementary ............................................................ (801) 798-4051
Sierra Bonita Elementary ....................................................... (801) 798-4480
Spanish Oaks Elementary ..................................................... (801) 798-7411

BUSINESS & COMMUNITY
Chamber of Commerce ......................................................... (801) 798-8352
Arts Council ............................................................................. (801) 804-4600

PARKS AND RECREATION
Parks and Recreation Office ..................................................... (801) 804-4600
Cemetery .................................................................................. (801) 798-5020
Fairgrounds ............................................................................. (801) 804-4616
The Oaks at SF Golf Course/Golf Pro .................................... (801) 804-4653
Golf Course Maintenance ................................................... (801) 798-5093
The Oaks Cafe ........................................................................... (801) 804-4651
Gun Club .................................................................................. (801) 636-6742
Senior Citizens ....................................................................... (801) 798-5015
Swimming Pool ........................................................................ (801) 798-5091

PUBLIC SAFETY
Emergencies ............................................................................. 911
Non-Emergency Dispatch ...................................................... (801) 794-3970
Ambulance Office ................................................................... (801) 804-4755
Emergency Preparedness ...................................................... (801) 804-4755
Fire Office ................................................................................ (801) 804-4571
Police ....................................................................................... (801) 804-4700

SPANISH FORK CITY RESIDENT GUIDE
City Council meetings are held the first and third Tuesday of each month in the council chambers in the City Offices at 6:00 p.m. A work session is often held immediately before each council meeting at 5:15 p.m. All meetings are open to the public and are televised on SFCN channel 17 and on the SFCN Youtube channel. Agendas can be found online the Thursday prior to the meeting.
Spanish Fork City offers the following utilities:

- Drinking Water
- Power & Light
- Garbage Services
- Pressurized Irrigation
- Garbage & Recycling
- Sewer
- Internet, Cable, & Phone Services
- Streets & Storm Water

**Sign Up for Utilities**

1. Go to [www.spanishfork.org/utilities](http://www.spanishfork.org/utilities) and fill out the correct application (residential or business)

2. Post a deposit or sign up for autopay to waive the deposit

**Pay for Utilities**

Choose your bill payment option:

- **Autopay**: Payment will automatically be deducted from your account;
- **Pay-by-phone**: For residential accounts only ($3 fee applies);
- **In-office**: Visit our utility office in room 120 of the City Offices;
- **Online Payment**: Payment will be processed using XpressBillPay; or
- **Drop Box**: Drop off payment in the tan box in the City Offices parking lot.

**Terminating Services**

Terminate utility services over the phone by contacting Spanish Fork City at (801) 804-4505 Monday through Friday between 8:00 a.m. and 5:00 p.m.

If you have cable, internet, or phone services through SFCN, you are required to return all equipment (set top boxes, modems, etc.) to the utility office within 24 hours of your sign-out date. If you do not return equipment within 24 hours, charges for unreturned equipment will be added to your utility bill.

Your final bill will be mailed within 3 weeks of your termination date. If your account is set up on autopay, your final bill will be deducted automatically.

**Drinking Water**

All of Spanish Fork's drinking water system is supplied from springs. The City takes many precautions to ensure that the drinking water supply is safe including taking water samples each month at various locations throughout the City. Currently, Spanish Fork meets all state standards for water quality.

**Storm Water**

The storm water utility maintains 100 miles of storm water pipe and provides flood control for all the City's waterways. The City has a Storm Water Management Plan which can be reviewed at [www.spanishfork.org/swplan](http://www.spanishfork.org/swplan)

**Pressurized Irrigation**

The pressurized irrigation utility provides outdoor water for the City, primarily from the Spanish Fork River. The water is not treated and should not be used for drinking. The water is available for sprinkler systems from April 15 to October 15.
The City shares a wastewater treatment plant with Mapleton and maintains over 150 miles of sewer collection pipe. The sewer division cleans about a quarter of the sewer lines each year and video inspects all lines once every seven years.

What can I do to help?

- Do not flush grease or oils into the sewer system. These products build up inside the collection pipe.
- Please try to avoid flushing feminine hygiene products and baby wipes, even “flushable” wipes, into the sewer. Flushing these products is the leading cause of sewer backups.
- Do not flush any type of medication into the sewer. For information, visit [www.spanishfork.org/sewer](http://www.spanishfork.org/sewer)

Home Energy Saving Tips

These quick home energy saving tips can help you make your home more comfortable, energy efficient, and help you save money:

- Replace the air filters on your central air system regularly.
- Install a programmable thermostat.
- Insulate attic, outside walls, floors over crawl space, etc.
- Caulk, seal, and weather strip around windows and doors.
- Turn off electric water heater at breaker or set back gas water heater to “pilot”, “vacation”, or lowest heat setting when your home is vacant for 2 days or more.
- Clean refrigerator and freezer coils biannually.
- Check the gasket around your refrigerator door. Close the door on a piece of paper. If the paper slides out easily, adjust or replace the gasket.

**POWER & LIGHT**

General Contact: (801) 804-4550

On-Call/After-Hours: (801) 804-4440

If you see a street light that is out, please call (801) 804-4550

www.spanishfork.org/power

**SEWER**

General Contact: (801) 804-4550

On-Call/After-Hours: (801) 804-4440

www.spanishfork.org/sewer

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- Do not flush any type of medication into the sewer. For information, visit [www.spanishfork.org/sewer](http://www.spanishfork.org/sewer)
Spanish Fork City contracts the solid waste collection services with Republic Services. If you have questions concerning your garbage service, contact Republic Services at (801) 785-5935 (option 5).

Garbage pickups are on Monday and Tuesday

To find out which day your garbage and recycling will be picked up, please visit www.spanishfork.org/garbage

Guidelines to ensure consistent service:
- All trash/recycle containers must be outside by 7:00 a.m.
- Place the container in the street with back wheels against the curb.
- If you have followed the guidelines for pickup and the can was not emptied, you must call Republic Services ((801) 785-5935) by 3:00 p.m. the day after your regular pick-up day to schedule a go-back.

Sign Up for City Recycling Program
If you would like to order a blue recycle can, either:

1. Call (801) 804-4501 to request the service be added to your utility bill.
2. Come to the City Utility Office (40 S. Main Street) during business hours.

Recycle pick up is every other week

Recyclable items include paper, plastic, cardboard, tin cans, magazines, etc., all of which can be placed in the same bin. For more information on acceptable and unacceptable recycling items, please visit www.spanishfork.org/recycling.
Spanish Fork Parks & Recreation Office
775 N. Main Street
Monday–Friday 8:00 a.m.–5:00 p.m.

Recreational Activities
The Spanish Fork Recreation Department offers a variety of activities for residents. Popular youth programs include softball, baseball, lacrosse, tennis, soccer, football, and volleyball. Adult recreation programs include soccer, basketball, softball, volleyball, and flag football. To register, visit the Spanish Fork Parks & Recreation Office or visit reconline.spanishfork.org

Suicide Prevention Training
QPR stands for Question, Persuade, and Refer — the three simple steps anyone can learn to help save a life from suicide. Spanish Fork offers QPR training on a regular basis. Please call (801) 804-4600 or visit https://qprinstitute.com/ for more information.
The Spanish Fork Senior Center is open Monday, Wednesday, and Thursday from 8:30 a.m. to 4:00 p.m. and Tuesday from 8:30 a.m. to 3:30 p.m. The Senior Center is closed on Fridays, and during the month of July.

Membership Information
The membership year runs from August through June. Membership registration sign-up begins in August. Full Membership Dues are $20.00 per year and includes 10 membership meals and all center activities. Please come and join us. We have lots of fun classes, activities, and opportunities for socializing.

Senior Congregate Meals
Senior congregate meals are served every Monday and Thursday and they are open to anyone age 60 and over, with a $3.00 donation per meal. Individuals who are between 52 to 59 years of age are welcome with a mandatory $6.00 fee per meal. Reservations are required; call us at (801) 798-5015. Each month's menu can be found online.

Transportation is available for meals, including pick up from surrounding areas. Call (801) 798-5015 for bus reservations.

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WATER PARK

Summer Season (5/25 - 8/19)
Monday 1:00 p.m. - 8:00 p.m.
Tuesday - Saturday 1:00 p.m. - 6:00 p.m.

Pre-Season & Fall Season (5/18 - 5/24 & 8/20 - 9/2)
Weekday 3:30 p.m. - 6:00 p.m.
Saturday 1:00 p.m. - 6:00 p.m.

Admission
3 years and under: Free with approved swim diaper
4 years and up: $3.50
Senior Citizen (55 years & up): $2.00
Admission price includes all park amenities

Facility includes an outdoor pool, 150 foot water slide, concession stand, splash pad, three sand volleyball courts, and a pavilion for parties.

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Spanish Fork City Resident Guide - 17
CEMETERY

The Spanish Fork City Cemetery grounds are open every day of the year, including holidays, from dawn until dusk. Visitors are welcome and encouraged to walk the grounds. Animals are not permitted in the cemetery.

To find the location of a loved one’s grave, please use our Cemetery Lookup at www.spanishfork.org/findagrave.

To purchase a grave plot, visit the City utility office or call (801) 804-4507.

Decoration Removal

All cemetery decorations are discarded by cemetery staff when they are determined to be old, unsightly, or create maintenance problems.

Mother’s Day
All decorations will be removed the Friday following Mother’s Day.

Memorial Day
All decorations will be removed the Monday following Memorial Day.

Christmas
All decorations will be removed during the third week of February, weather permitting.

Other holidays
All decorations will be removed two weeks after the holiday, weather permitting.

*All funeral flowers will be cleaned up one week following the services.

GOLF COURSE

The Oaks at Spanish Fork
2300 E. Powerhouse Road
Phone: (801) 804-4653
Fax: (801) 798-5092
www.theoaksatsf.com

Spanish Oaks Café
Phone: (801) 804-4651

Spanish Oaks Event Center
Phone: (801) 897-4773
Email: sfoaksevents@gmail.com

Spanish Fork City is home to the Oaks at Spanish Fork Golf Course. The Oaks is open every day from dawn until dusk (weather permitting). The driving range is closed every Tuesday night three hours before dark to clean and pick up balls and each Wednesday morning before 8:00 a.m. so the course can be mowed.

The Oaks is a 18-hole, par 72 golf course designed by Billy Casper. Facilities consist of a full service pro-shop and the Oaks Café.
The Spanish Fork City Public Safety Department consists of a police department, fire department, ambulance department, and emergency preparedness program. Visit sfcpd.org for more information.

### Public Safety Phone Numbers

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<td>Emergency</td>
<td>911</td>
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<tr>
<td>Non-Emergency Dispatch</td>
<td>(801) 794-3970</td>
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<tr>
<td>Police</td>
<td>(801) 804-4700</td>
</tr>
<tr>
<td>Fire</td>
<td>(801) 804-4771</td>
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<tr>
<td>Ambulance</td>
<td>(801) 804-4765</td>
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## Spanish Fork Fire Department

*Serving our Community and Protecting Life and Property for over 100 years*

From 2000 to 2017, Spanish Fork's population doubled in size. Due to the significant growth, we are currently planning to build a new Fire/EMS station on the southeast side of the City. We anticipate the new station will be completed by the end of 2020. This new station will help us grow our fire department and improve our response times.

Fire Chief Brent Jarvis
(801) 804-4750

## Spanish Fork Ambulance

*Committed to give so others may live*

In the past few years, the Spanish Fork Emergency Medical Service has converted to a part-time department with teams at the station from 7:00 a.m. to 7:00 p.m. This change has helped our teams decrease their response times, which makes Spanish Fork a safer community.

Deputy Chief Ryan Baum
(801) 804-4755

## Animal Shelter

South Utah Valley Animal Shelter
582 W. 3000 N.
Spanish Fork, UT 84660
(801) 851-4080

Hours:
Monday - Friday: 9:00 a.m. - 6:00 p.m.
Saturday: 10:00 a.m. - 2:00 p.m.
Closed Sundays
Spanish Fork Police Department

“We are here to protect and serve”

The Spanish Fork Police Department prides itself on maintaining a low crime rate throughout the City. In 2016, Spanish Fork City had the third lowest crime rate in the State of Utah (Source: SafeWise). Thanks to the hard work of our police officers, both our property and violent crime rates continue to decline each year (Source: SafeWise)

Chief Steven G. Adams
(801) 804-4700

Police FAQs

Can I have my fingerprints taken at the police station?
Residents of Spanish Fork can have their fingerprints taken for no charge from 9:00 a.m. to 4:00 p.m. If you are not a resident of Spanish Fork, there is a $15 charge for fingerprinting.

How do I obtain a Block Party Request Form?
Residents may request a street be blocked off for the purpose of a block party. Requirements are listed on the following form. The form must be filled out and turned into the police department at least seven (7) days before the event to obtain approval. Fill out the Block Party Request Form at sfcpd.org.

GET INVOLVED WITH PUBLIC SAFETY

For more information on specific dates and time of Public Safety events, please visit sfcpd.org

Police Activities

The Police Department provides various services for residents, schools, and businesses, including fingerprinting, bicycle licensing, DARE, safe walks through schools, and law enforcement courses. The department also hosts the annual Shop-with-a-Cop event in December with local children, which includes a tour of the Festival of Lights, breakfast, and a Walmart Christmas shopping spree.

Public Safety Night Out

The Public Safety Department hosts an annual Night Out to educate residents about the functions and tools of Public Safety personnel. This is a great event for kids and adults to take a peak inside police vehicles, firetrucks, and ambulances and to learn more about the Public Safety Department.

Animal Licensing Event

Each year the animal shelter offers a low-cost licensing and rabies clinic in Spanish Fork. Bring your furry friends to update their shots and register them with the City.

Community Emergency Response Team (CERT)

Community Emergency Response Teams (CERT) are trained volunteers to help communities mitigate disasters during the first 72 hours following a disaster when professional emergency response teams may not be able to immediately respond. The purpose of CERT training is to provide private citizens with the basic skills that will be necessary to handle their own needs and the community needs in the aftermath of a disaster. For more information, please visit www.spanishfork.org/cert.
The Spanish Fork Library provides the community with opportunities to learn, read, improve education, and interact with our community.

The Spanish Fork Library has an assortment of movies, books, audio, and e-readers to check out, wi-fi and computers for public use; iPads and a Smart Board for children to use in the library. The Spanish Fork Library also offers a variety of programs and classes are offered, please visit www.spanishfork.org/library for a current schedule.

**LIBRARY**

**Phone:** (801) 804-4480

**Spanish Fork Library**
49 S. Main Street
Monday—Thursday 10:00 a.m.—8:00 p.m.
Friday 10:00 a.m.—6:00 p.m.
Saturday 12:00 p.m.—6:00 p.m.

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**BUILDING PERMITS**

To obtain a building permit:
1. Obtain an account with CitizenServe.
2. Apply for building permits using the CitizenServe web portal.

For assistance, contact us at (801) 804-4540 or come to our office at 40 S. Main Street, Room 230.

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**BUSINESS LICENSES**

A valid Spanish Fork City business license is required for all businesses that are located within the incorporated limits of Spanish Fork City. A business license is the means whereby Spanish Fork City keeps record of business activities at specific locations within the City. The definition of business includes every trade, occupation, profession or activity engaged in for the purpose of gain or economic profit, excluding, however, the acts of employees rendering service to employers unless otherwise specifically provided.

Contact Kimberly Brenneman at (801) 804-4580 or kbrenneman@spanishfork.org with any questions or concerns.
What is the Chamber of Commerce?

The Spanish Fork & Salem Chamber strives to promote its members and the business community. Our SHOP LOCAL campaign gives local residents the opportunity and the privilege to support the local economy by putting its hard-earned dollars back into the area in which they live, work, and play.

Why should I join the Chamber?

- Membership brings credibility and awareness to your business within the local community;
- We provide numerous opportunities to be highlighted in our email communications and on social media;
- We work diligently to supplement your marketing and public relations efforts;
- We offer numerous networking and leadership development opportunities including board committees, member events, referral groups, ribbon cuttings and after-hours mixers;
- Build your business while enjoying associating with other members.
- Make strategic business contacts;
- Acquire customer referrals; and
- So much more!

How can I join the Chamber of Commerce?

To join the Chamber of Commerce, visit www.spanishfork-chamber.com/join

Contact Info

67 E. 100 N.
Spanish Fork, UT 84660
Monday–Friday 8:00 a.m.–5:00 p.m.

Phone: (801) 798-8352
Email: office@spanishforkchamber.com
Website: www.spanishfork-chamber.com