



AMERICAN FORK CITY COUNCIL  
APRIL 23, 2024  
WORK SESSION AGENDA

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*\*Notice of Electronic Meeting\**

One or more City Council members may be physically absent from this meeting but may participate electronically.

The American Fork City Council will hold a work session on Tuesday, April 23, 2024, in the American Fork City Administration Conference Room, located at 51 E. Main Street, commencing at 4:00 p.m. The agenda shall be as follows:

WORK SESSION

1. Presentation by the PARC Tax Advisory Board on disbursement recommendation for PARC Tax funds.
2. Discussion on the fiscal year 2025 general fund, capital projects, and fleet funds.
3. Discussion on a code text amendment regarding cross sections for roadways.
4. Adjourn.

Dated this 18th day of April, 2024.

/s/Terilyn Lurker  
City Recorder

- In accordance with the Americans with Disabilities Act, the City of American Fork will make reasonable accommodations to participate in the meeting. Requests for assistance can be made by contacting the City Recorder at 801-763-3000 at least 48 hours in advance of the meeting.
- The order of agenda items may be changed to accommodate the needs of the City Council, staff, and the public.

# CITY COUNCIL STUDY ITEM

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City of American Fork  
COUNCIL WORK SESSION  
APRIL 23, 2024

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Department Recorder

Department *Terilya Lunken*

**STUDY ITEM** Presentation by the PARC Tax Advisory Board on disbursement recommendations for PARC Tax funds.

## **BACKGROUND**

The PARC Tax Advisory Board has prepared recommendations to the City Council for PARC Tax fund distribution. Their recommendations are attached.

## **SUPPORTING DOCUMENTS**

04.23.24 - PARC Tax Recommendations (DOCX)



To: American Fork City Council  
 From: PARC Tax Advisory Board  
 Date: 18 April 2024  
 Re: PARC Funding Recommendation

**2024-2025 Fiscal Year**

In accordance with applicable Utah code and city ordinance, the PARC Tax Advisory Board (“Board”) has reviewed all applications submitted for the 2024 award year and are herein submitting recommended recipients and funding levels of the PARC grant monies to be distributed during the 2024-2025 fiscal year.

Pending final approval by the City Council and prior to receiving funding, all groups receiving funding will be required to comply with sections 8 and 9 of the *Policies and Procedures for PARC Tax Funding*.

The PARC Board’s recommendations provide funding for projects that will enhance the American Fork community in multiple ways and appeal to a broad spectrum of people and interests associated with parks, arts, recreation, and culture in the American Fork community. As usual, funding requests exceeded available funding. With available PARC Grant funding of \$1,243,800, applications included project funding requests in the amount of \$2,096,255. Parsing these requests was challenging.

Although Board members had differing opinions regarding some of the requests, after thorough discussion we are in full agreement regarding these final recommendations.

The Board’s recommendations distribute funding levels as follows:

Park related projects receive	31%
Arts related projects receive	1%
Recreation related projects receive	25%
Culture related projects receive	43%

Therefore, the Board presents the following recommendations of tax funding awards for the upcoming fiscal year:

**Alpine Community Theater**

Operational Funding	<b>\$14,946</b>
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**American Fork City**

Art Dye Disc Golf Course	\$18,000
Art Dye Bond Payment	\$350,000
Kimberly Park Playground	\$74,000
Monarch Park Improvements	\$30,000
Rotary Park Field Lighting	<u>\$225,000</u>
	<b>\$697,000</b>



<b>American Fork City Library</b>	
Teen Area	<b>\$18,000</b>
<b>Friends of AF Library</b>	
AF Library Adventure Journals	\$8,000
Author Event Series	\$4,447
First Grade Book Fairy Project	\$13,050
Writing and Publishing Classes	<u>\$3,600</u>
	<b>\$29,097</b>
<b>Fox Hollow Golf Course</b>	
Outside Restroom	<b>\$16,250</b>
<b>Harrington Center for the Arts:</b>	
Fork Fest	\$60,000
Concerts in the Park	\$31,857
Living Bethlehem & Christmas Market	\$28,650
Exploration of New Works	\$6,000
Timpanogos Chorale	\$20,000
Sculpture Walk	<u>\$3,000</u>
	<b>\$149,507</b>
<b>Live AF:</b>	
Steel Days	<b>\$22,000</b>
<b>Timpanogos Arts Foundation:</b>	
Administrative Grant Request	\$75,000
TAF Theater Programs	\$100,000
TAF Instrumentals Program	\$45,000
Timpanogos Visual Arts Program	\$8,000
Timpanogos Youth Choir Program	\$14,000
Mary Kawakami Speech Contest	<u>\$3,000</u>
	<b>\$245,000</b>
<b>Timpanogos Chamber Music</b>	
Concert Series	<b>\$7,000</b>
<b>Wasatch Music Alliance</b>	
Concert Series	<b>\$45,000</b>
<b>TOTAL</b>	<b>\$1,243,800</b>

Attachment: 04.23.24 - PARC Tax Recommendations (PARC Tax Advisory Board Recommendations - 2024)



**FUNDING RATIONALE:**

**Alpine Community Theater**

Alpine Community Theater (ACT) is a 100% volunteer organization that has produced high quality theater since 2004. After having presented performances in American Fork for several years, in 2020 ACT entered into an agreement with the Liahona School in Pleasant Grove to have a permanent and secure venue for presentations. The Liahona School is located on 4850 West in Pleasant Grove, just east across the street from the American Fork municipal boundary.

For the past few years, the PARC Board has recommended against providing funding for ACT because the performance site is not within the AF City boundaries.

After much discussion, this year the PARC Board has determined to recommend the Council provide ACT with some limited funding for four reasons: 1) ACT provides performance/participation opportunities for many residents of American Fork; 2) data from ACT show that many audience members are from American Fork; 3) ACT performances create opportunities for American Fork businesses to benefit from activities related to performances (dining in AF, etc.); and 4) the requested funding is for operational support for facilities within American Fork and is not directly for the performances presented at Liahona.

Total Amount Requested:	\$44,692
<b>Total Amount Recommended:</b>	<b>\$14,946</b>

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**American Fork City**

American Fork City devotes considerable financial assets for funding municipal Parks and Recreation activities. The PARC Board recognizes the broad community reach of Parks and Recreation and recommends funding of the following requests from American Fork City:

1. Art Dye Disc Golf Course:

After many years of “unofficial” affiliation with the City, the very popular Art Dye Frisbee Golf Course is a candidate for improvements. AF City has an opportunity to enter into a 3-way agreement with the State of Utah and the Utah Frisbee Golf Association to redesign and improve the golf course area (the eastern portion of the Art Dye Property). Given the broad popularity and the non-city cooperative nature of this request, the Board believes this to be a very good use of PARC funds.

Total Amount Requested:	\$45,000
<b>Total Amount Recommended:</b>	<b>\$18,000</b>

2. Art Dye Bond Payment:

The Art Dye Regional Recreation Park has become an important part of the city’s Park and Recreation vision. When completed, Art Dye Park will be an acclaimed gathering place for athletics, entertainment, and recreation. Ongoing funding to pay down the bond for this multi-use park is a prudent use of PARC tax funds.

Total Amount Requested:	\$350,000
<b>Total Amount Recommended:</b>	<b>\$350,000</b>



3. Kimberly Park Playground

American Fork City schedules replacement of two playground structures each year. Kimberly Park’s playground equipment is the City’s highest priority for replacement. Playground equipment provides a broad reach in the City and is heavily used. This is a needed project.

Total Amount Requested: \$74,000  
**Total Amount Recommended: \$74,000**

4. Monarch Park Improvements

The AF City Council has great interest in improving Monarch Park and making it a natural habitat for Monarch butterflies. Eventual additions of walkways, wayfinding signs, tree plantings, fencing and other improvements will make this area a beautiful habitat that AF citizens and others can enjoy. Other funding sources are available including other grants that can contribute to this project.

Total Amount Requested: \$45,000  
**Total Amount Recommended: \$30,000**

5. Rotary Park Baseball Field Lighting

This project is among the highest priorities for AF City’s Parks and Recreation Dept. Rotary Park has a long history in American Fork. Originally called City Ballpark, it was home to the Utah Pioneer’s Baseball League. It is the only 90’ (upper league) diamond in AF City and one of the most utilized in Utah County. To continue to provide a high-quality facility, improvements are needed including upgrading the lighting. The overall project is a 4-way entity cooperation between American Fork City, Utah Men’s Baseball Assn., Maeser Prep Academy, and Providence Hall Charter School and project will include lighting, field leveling, sod and sprinkler systems, batting cages, bleachers, fencing, dugouts, and other amenities. Total costs for the project will exceed \$1 million. This request generated a lot of discussion by the PARC Board but with the City’s holding this project as a priority we agreed to provide full funding.

Total Amount Requested: \$225,000  
**Total Amount Recommended: \$225,000**

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**AF City Library**

The City Library continues to grow in popularity, but the teen area is underutilized. Library staff argue convincingly that modifying the environment to make materials and study areas more inviting and more visible will encourage use. Improving shelving is a high priority. The PARC Board funding recommendations will help begin the remodeling process that will likely take place over at least two years.

Total Amount Requested: \$117,000  
**Total Amount Recommended: \$18,000**

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## Friends of the Library

A charitable organization for many years, and a frequent recipient of PARC funds, Friends of the American Fork Library seeks to increase the reach of the AF Library through programs that enhance Literacy, Community Partnerships, and Outreach. The Board had long discussions regarding funding this year and modified/reduced most requests.

### 1. First Grade Book Fairy Project:

A long-standing project for American Fork, the Book Fairy Project enhances literacy, art, culture, and community. The Book Fairy encourages students to enjoy reading and learning, and to pursue an understanding of literary arts. This project provides several books throughout the school year for every first-grade student in our community as well as incentives for first graders to visit and become familiar with the library. The reduced funding recommendation reflects fewer funds available this year and the Board’s recommendation to fund four books rather than the six requested.

Total Amount Requested: \$18,650  
**Total Amount Recommended: \$13,050**

### 2. Author Event Series:

Popular with the public in the past, funding this project will allow the Library, in partnership with Utah Humanities, to bring popular artists to speak at the Library.

Total Amount Requested: \$10,000  
**Total Amount Recommended: \$ 4,447**

### 3. Writing and Publishing Classes

Funded by PARC in the past, this 16-week course, taught two times per year for writers in our community, will give beginning writers a broad overview of how to go from idea to published book. This class will provide opportunities for a growing number of citizens of our community to improve writing skills and learn how to successfully seek publication.

Total Amount Requested: \$9,600  
**Total Amount Recommended: \$3,600**

### 4. AF Library Adventure Journal

Used as a reward for Summer Reading Program participants, the Adventure Journal is an activity book that is designed to promote literacy, imaginative play, and family connections. The PARC Board had mixed support for this project but decided to provide some funding and to monitor more closely its acceptance and use.

Total Amount Requested: \$10,400  
**Total Amount Recommended: \$ 8,000**



### Fox Hollow Golf Course

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The two Fox Hollow Golf Course outdoor restrooms are heavily used and need repair and upgrading. The Board accepted the need but had concerns about the lack of demonstrated participation by Fox Hollow itself as well as Lehi and Pleasant Grove cities. After discussion with Fox Hollow representatives the Board recommends PARC funding for one of the restrooms at a slight reduction from the original request.

Total Amount Requested: \$40,000  
**Total Amount Recommended: \$16,250**

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### Harrington Center for the Arts

1. Fork Fest

This popular annual summer music festival offers an opportunity for the American Fork community and visitors to experience some of the best local musical talent as well as talent from outside of the community. Food trucks and a vendor fair enhance the program. The Fork Fest festival encourages participation and enjoyment in art, culture, and music.

Total Amount Requested: \$92,899  
**Total Amount Recommended: \$60,000**

2. Concerts in the Park

Members of the American Fork community value the tradition of the Concerts in the Park series during the summer. These concerts bring many people together and provide an important musical and social experience for American Fork patrons in the unique environment of Quail Cove.

Total Amount Requested: \$66,500  
**Total Amount Recommended: \$31,857**

3. Living Bethlehem and Christmas Market

Very popular last year HCA will bring an 8-day family-oriented festival that will create a Christmas Village at the Quail Cove amphitheater featuring handmade arts and crafts, gifts, vendors, and warm treats, along with a live nativity creating a unique Christmastime activity for American Fork residents and others from throughout the area.

Total Amount Requested: \$61,468  
**Total Amount Recommended: \$28,650**





4. Exploration of New Works

This program focuses on the development of local artists, playwrights, and performers through exploration of new plays and musicals by local writers. New musicals and plays will be selected by a committee of qualified specialists. Each workshop will conclude with a concert-version performance of the new plays/musicals followed by a critique with qualified panelists who will offer artistic feedback and comment on the commercial viability of the work. This project provides a new dimension of artistic involvement for our community.

Total Amount Requested: \$16,739  
**Total Amount Recommended: \$ 6,000**

5. Timpanogos Chorale

Timpanogos Chorale provides choral music from diverse cultures and genres for the enjoyment of American Fork Community members. This group provides opportunities for some members of the community to perform and improve their talents and for other members of the community to listen to and enjoy their work.

Total Amount Requested: \$29,000  
**Total Amount Recommended: \$20,000**

6. Sculpture Walk

This sculpture exhibition offers new sculptors the opportunity to have their sculptures cast in bronze by one of the four nearby fine art bronze foundries. American Fork citizens and visitors to our community are then able to enjoy these sculptures placed on display along Main Street and historic downtown AF. While the sculptures remain the property of the artists, constructed pedestals are reused as new sculptures are placed on display.

Total Amount Requested: \$8,225  
**Total Amount Recommended: \$3,000**

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**Live American Fork**

Live AF is a non-profit, directed by officials of the AF Chamber of Commerce, with the stated purpose of enhancing the life and culture in American Fork. Live AF is seeking to improve the American Fork’s Steel Days experience. The Board was not supportive of the Holiday Magic portion Live AF’s funding request but was very supportive of providing funds for the proposed Drone Show for Steel Days which was a very well-attended kickoff to Steel Days last year.

Total Amount Requested: \$28,060  
**Total Amount Recommended: \$22,000**

**Timpanogos Arts Foundation:**

The Timpanogos Arts Foundation (TAF) is a well-established PARC grant recipient that successfully produces many excellent artistic performances and cultural education programs for the American Fork Community. They provide an opportunity for community members to participate in their specialty areas (symphony, choir, visual art, theater, etc.) and to produce quality performances and exhibitions for the members of the community. TAF also provides cultural experiences through the History and Heritage Pageant. TAF enhances the overall life experience for American Fork citizens and contributes to a well-balanced community. The Board recommends each program within TAF be given the following grants:

1. Administration

Timpanogos Arts Foundation (TAF) is a strong contributor to Arts and Culture in American Fork and is a long-time recipient of PARC funds. PARC has been supportive of administrative and operational needs and recommends continuing this support.

Total Amount Requested: \$100,000  
**Total Amount Recommended: \$ 75,000**

2. Theater Program

Funding will provide supplemental funding for TAF’s 2024-2025 Theater programming budget to provide 6 theatrical productions, classes, and summer camps.

Total Amount Requested: \$120,000  
**Total Amount Recommended: \$100,000**

3. Instrumental Music Program

TAF’s Instrumental program includes the American Fork Symphony, the Vivace Youth Orchestra, and the Orchestra Summer Camp. These organizations provide several high-quality concerts during the year.

Total Amount Requested: \$48,000  
**Total Amount Recommended: \$45,000**

4. TAF Visual Arts

TAF’s Visual Arts Program provides visual arts experiences through classes, events, and art exhibitions. Plans for 2024-2025 include the American Fork Steel Days Art Show, the Fall Gallery, the Children’s Christmas in the Rotunda (AF Library), and the Spring Art Gallery.

Total Amount Requested: \$16,000  
**Total Amount Recommended: \$ 8,000**



5. Timpanogos Youth Choirs Program

TAF’s Youth Choir is a tuition-based choir for youth in grades 3-12. Featuring modest fees and scholarships, the program is essentially open to any youths that want to participate. Mentoring by adult choir members is provided. The Youth Choir provides 3 concerts per year as well as other performances by request.

Total Amount Requested: \$16,000  
**Total Amount Recommended: \$14,000**

6. Mary Kawakami Speech Contest

The Mary Kawakami Speech Contest is a popular youth speech contest that has been presented in American Fork since 2003. Jr. and Sr. High School students from north Utah County write, develop, and present a 2–3-minute speech with a chance to receive cash scholarship prizes. Winners have opportunities to present their speeches at other city-sponsored events.

Total Amount Requested: \$3,000  
**Total Amount Recommended: \$3,000**

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**Timpanogos Chamber Music**

Timpanogos Chamber Music is a non-profit organization that plans to sponsor a series of concerts in the upcoming year, at least five of which will be performed in American Fork. The concerts include instrumental and vocal performances with both solo artists and ensembles.

Total Amount Requested: \$15,000  
**Total Amount Recommended: \$ 7,000**

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**Wasatch Music Alliance: Programming**

The Wasatch Music Alliance features two performing groups; 1) the Wasatch Winds, a concert band; and 2) the Show Band, a jazz band. These two performing groups provide an opportunity for local musicians to continue their involvement in music as well as popular and professional sounding entertainment to American Fork citizens.

Total Amount Requested: \$50,000  
**Total Amount Recommended: \$45,000**

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**Requests Not Recommended for Funding This Year**

**Alpine Community Theater**

A request for monies to replace a stolen trailer is not recommended. Partial funding for administrative expenses was felt to be appropriate.

**American Fork City: Quail Cove Improvements**

A worthy request but the Board felt that funding for this project could be delayed considering available grant funds. This project was not high on the City’s priorities.

**American Fork City: Nob Hill Playground**

There was not sufficient Board support for this project at this time due to available funds.

**American Fork City: Easton Dog Park Shade**

Although certainly a needed improvement project, there was not sufficient Board support for this project at this time.

**American Fork City : Park Amenities**

The Board recommends against providing funding for City Park Amenities this year, primarily due to funding levels, competing projects, and a lower priority expressed by the City.

**American Fork City: Robinson Park Pavilion Replacement**

The Board felt this project could be delayed and that the pavilion could be improved by repairs rather than replacing at this time. The Board also believes it would be best to do this project in conjunction with the proposed Library Patio Expansion, which is not recommended for funding this year (see below).

**Daughters of Utah Pioneers Museum Carpeting Replacement:**

The PARC Board agreed that this was a good project but felt donations from a local flooring/carpet dealer would be a better source of funding.

**Library Signage:**

This project sought funding to place PARC funding signs at Library projects. The Board felt that specific funding for PARC recognition signage was not appropriate. Rather, signage should be included in budgets and installed as projects are completed.

**Library Patio Expansion:**

Low on the priorities list submitted by the City, the Board recommends not funding this project at this time primarily due to lack of funding and priority of other projects.

**Harrington Center for the Arts Empowering Youth in the Arts Mentorship:**

Lowest on the HCA priority list the Board recommended not funding this project. Focusing on providing mentorships in career-oriented disciplines, the low number of youths benefiting did not seem to justify a grant.



**Live AF Holiday Magic at the Park:**

This project sought funding to help provide the annual Holiday (Christmas) kickoff for the City. The Board felt that the venue (Robinson Park) was not conducive to the expansive activities Live AF wants to provide.

**Adaptive Baseball Family Event:**

This project, seeking to provide children with disabilities to participate in and learn about baseball, was attractive in concept but the application did not provide information sufficient to convince the Board that it would be successful.

**Timpanogos Arts Foundation Americana Arts & Music Festival:**

The Board recommended against funding this project in part because of it being lower on TAF’s priorities and the lack of PARC funds this year. This decision was discussed in depth with the applicant.

**Utah Valley Operafest Romeo et Juliet Production:**

The Board in general did not feel this project was appropriate for PARC funding. This was a request for funding a single performance of an opera in American Fork but really didn’t provide much community involvement. Attractive in concept, there was not sufficient support from Board members for this project.

**Wasatch Contemporary Dance:**

The Board recommended against funding this project mainly because of it being a single day performance and applicants have not yet secured a venue. Additionally, involvement of the American Fork Community seemed limited.