



AMERICAN FORK CITY COUNCIL  
APRIL 9, 2024  
PUBLIC HEARING, REGULAR SESSION MINUTES

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Members Present:

Bradley J. Frost	Mayor
Staci Carroll	Council Member
Ernie John	Council Member
Clark Taylor	Council Member
Ryan Hunter	Council Member

Members Absent:

Tim Holley	Council Member
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Staff Present:

David Bunker	City Administrator
Loralee Miller	Executive Administrator Assistant
Stephanie Finau	Deputy Recorder
Sam Kelly	Public Works Director
Patrick O'Brien	Development Services Director
George Schade	IT Director
Cherylyn Egner	Legal Counsel
Cameron Paul	Police Chief

Also present: Ken Berg, Lori Faught and several residents of American Fork City.

The American Fork City Council held a public hearing in conjunction with the regular session on Tuesday, April 9, 2024, in the American Fork City Hall, 31 North Church Street, commencing at 7:00 p.m.

PUBLIC HEARING

- Receiving public comment on the Skidmore Annexation, consisting of 7.65 acres and located at 1500 South 100 East.  
-No comments made

REGULAR SESSION

1. Pledge of Allegiance; Invocation by Council Member John; roll call.  
Mayor Frost welcomed everyone to the meeting. Those presents recited the Pledge of Allegiance and an invocation was offered by Council Member John. Roll call was taken.

2. Twenty-minute public comment period - limited to two minutes per person.  
No public comments were made.

3. City Administrator's Report

Mr. Bunker reported April 22<sup>nd</sup> would be Bubble Day, where the bubble over the fitness center is taken down. The fitness center will be closed all week, but patrons can go to Pleasant Grove or Lehi. He added that he appreciated our neighboring cities for working with us.

Mr. Bunker also reported that there had been another attempt at stealing copper wire from streetlights and electrical boxes at some of our parks, specifically Art Dye. There have been wires stolen multiple times in a couple of areas of the city and he urged citizens to be aware if they see something that doesn't look right to call 911 as well as the city to let us know. He stated that it is extremely costly for the city to take care of these things over and over and pleaded with the residents to be aware of what's going on.

4. Council Reports

Council Member Hunter reported on Steel Days, stating that they are actively pursuing sponsorship and any interested businesses or individuals can reach out to the Steel Days committee. He added that it is not just for the American Fork residents and expressed appreciation for those individuals and businesses that have contributed to help make it a success.

Council Member John reported that irrigation season is here, and public works have been working hard this week and will be ready by April 15th. He mentioned that the irrigation system will be pressurized and ready to use. He encouraged the residents to continue to conserve water by turning off sprinklers if it's raining. He mentioned that the Cemetery and Parks department are getting their smart sensors in as an example to the residents in conserving water.

Council Member Carroll expressed appreciation to the staff for putting on the open house last week for 200 South. She mentioned that when the information gets out to the residents the better it is. She reported that tomorrow is their last meeting for the PARC Tax Advisory Board before they give their final recommendations to the Council. She also mentioned that last week the PARC Tax board had their initial pass at allocating the money. She explained the PARC Tax board ranks everything individually on how they would give it personally, then come together and make reconciliations. She commented on how well the board worked together and how impressed she was with them.

Council Member Taylor expressed appreciation for Council Member John for his efforts working with irrigation since it is a critical component that the city has.

5. Mayor's Report

Mayor Frost reported that on occasion as things happen within the city, he'll get texts department heads, specifically public safety. He commented that public safety has had some tough things happen in the city as of late. There was a young child that passed away and the mayor shared a text he received which shows how taxing it is for public safety personnel and for the family involved. He added that this text shows the dedication of our Public Safety.

*“We’ll keep an eye on the Cruz. We definitely see things daily most people never see in a lifetime, just really hard when it’s kids but nothing is more rewarding than saving people. Just wish we could save them all.”*

The mayor commented that the text shows the mindset of our public safety department and shows how worried they were about this situation and how they rallied around each other. The departments have searched for grants so that they have the financial resources to allow staff to talk to professionals. The mayor expressed appreciation to the city employees.

**COMMON CONSENT AGENDA**

(Common Consent is that class of Council action that requires no further discussion or which is routine in nature. All items on the Common Consent Agenda are adopted by a single motion unless removed from the Common Consent Agenda.)

1. Approval of the March 19, 2024, work session minutes.
2. Approval of the March 26, 2024, city council minutes.
3. Approval of the authorization to release the Improvements Construction Guarantee in the amount of \$261,407.50 and issue a Notice of Acceptance for the 860 Place Plat B construction of public improvements located at 400 South 860 East.
4. Acceptance of an easement from CostULess Flooring along the property located at 64 North 900 West.
5. Ratification of city payments (March 20, 2024, to April 2, 2024) and approval of purchase requests over \$50,000.

**Council Member Taylor moved to approve the Common Consent Agenda. Council Member John seconded the motion. Voting was as follows:**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Clark Taylor, Council Member
<b>SECONDER:</b>	Ernie John, Council Member
<b>YES:</b>	Carroll, Taylor, Hunter John
<b>ABSENT:</b>	Tim Holley

**ACTION ITEMS**

1. Review and action on approval of the 2024 Arbor Day Proclamation.  
Mayor Frost read the proclamation.

**Council Member Carroll moved to adopt the Arbor Day 2024 Proclamation. Council Member Taylor seconded the motion. Voting was as follows:**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Staci Carroll, Council Member
<b>SECONDER:</b>	Clark Taylor, Council Member
<b>YES:</b>	John, Hunter, Taylor, Carroll
<b>ABSENT:</b>	Tim Holley

2. Review and action on a resolution to accept/deny the YD3 Annexation petition to annex, consisting of 0.20 acres at 125 South 1160 West.

**Council Member Carroll moved to adopt Resolution No. 2024-04-08R accepting the petition to Annex the YD3 Annexation consisting of 0.20 acres at 125 South 1160 West. Council Member Taylor seconded the motion.**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Staci Carroll, Council Member
<b>SECONDER:</b>	Clark Taylor, Council Member
<b>YES:</b>	Carroll, Hunter, Taylor, John
<b>ABSENT:</b>	Tim Holley

3. Review and action on an ordinance approving a Zone Change, known as Horan Home, located at 620 South 800 West. On approximately 3.57 acres, the property proposes to change from the PR 3.0 zone to the RA-1 zone.

**Council Member Taylor moved to adopt Ordinance No. 2024-04-15 approving the zone change located at 620 South 800 West from the PR 3.0 zone to the RA-1 zone, subject to any conditions found in the staff report. Council Member Carroll seconded the motion. Voting was as follows:**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Clark Taylor, Council Member
<b>SECONDER:</b>	Staci Carroll, Council Member
<b>YES:</b>	Hunter, John, Taylor, Carroll
<b>ABSENT:</b>	Tim Holley

4. Review and action on a resolution revising the FY 2024 Fee Schedule.

Mr. O'Brien reported the intent of the changes was to bring the fees in line with what they should be, particularly where 3<sup>rd</sup> parties are involved. He stated that they were in the hole each time having to pay for a third-party review because they were significantly below what the rates should be. Additionally, there were some changes that occurred in the last legislative session that mandated cities to provide inspections within three days. He stated that it was not necessarily an issue for American Fork, but he wanted to ensure they were covered if it does become a problem. If the city cannot provide that inspection, the applicant has the ability to go to a third party, which the city then has to be for with the fees collected. He further explained that if someone requests an inspection outside of the three days, they have to give it to them on the day that they request it. The challenges occur when someone takes a spot on the schedule and then decides to cancel; that spot could have been utilized by someone else and a third-party inspection avoided. Mr. O'Brien stated that they are trying not to penalize anyone but trying to discourage people unnecessarily taking time on schedules when they are not ready.

Council Member Taylor asked where American Fork compares to other cities. Mr. O'Brien replied that the city was \$300 below what was collected on our residential fees, but the rest of the fees are similar. He added the jump isn't as large as residential plan review fee that is outlined as \$500 to \$1000 on this proposed fee schedule. Mr. O'Brien stated that they can charge up to 65% of that plan review fee which would put them in the range of \$1,500 to \$2,000 on average.

Council Member Taylor commented that he and the mayor had a discussion with Mr. O'Brien regarding all the fees for irrigation, metering, water, and sewer rates. He

expressed that the goal was to be revenue neutral but comparing with other cities he justified that the fees need to change.

Mr. O'Brien replied that the city is not trying to make money from this but trying to ensure there are funds available if inspection fees must be paid.

Council Member Carroll questioned if the fees are the same on a remodel. Mr. O'Brien replied that it applies to new builds and that there is one similar to a tenant improvement and there is an ICC calculation for that. Council Member Carroll commented that she didn't want it to be arduous for the residents that need to do remodeling in their homes.

Council Member John commented that Mr. O'Brien is just trying to be fair so that the developers pay their share, and the residents don't have to supplement it, but it can go in both directions. Mr. O'Brien replied that the city doesn't want the residents to have to subsidize private development and don't want the developers/builders/contractors who are on top of their game to foot the bill for people who are not able to operate at the same standard.

**Council Member John moved to approve Resolution No. 2024-04-09R amending the General Fee schedule to include revisions to the Developmental Services section of the fee schedule. Council Member Hunter seconded the motion. Voting was as follows:**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ernie John, Council Member
<b>SECONDER:</b>	Ryan Hunter, Council Member
<b>YES:</b>	Hunter, Carroll, John, Taylor
<b>ABSENT:</b>	Tim Holley

5. Review and action on a resolution adopting the American Fork City Municipal Wastewater Planning Program for 2024.

Mayor Frost stated that this is a requirement for the State of Utah and commended the staff for their wonderful job in summarizing it in the packet.

Mr. Kelly reported that for the city to replace the current system, it would cost \$346 million. He commended the staff that maintain the system and how they are in every one of the distribution lines to video them and clean them.

**Council Member Taylor moved to adopt Resolution No. 2024-04-10R adopting the American Fork City Municipal Wastewater planning program for 2024. Council Member Hunter seconded the motion. Voting was as follows:**

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Clark Taylor, Council Member
<b>SECONDER:</b>	Ryan Hunter, Council Member
<b>YES:</b>	Hunter, Carroll, Taylor, John
<b>ABSENT:</b>	Tim Holley

6. Adjournment.

**Council Member John moved to adjourn the meeting. Council Member Hunter seconded the motion. The meeting adjourned at 7:34 p.m.**



Stephanie Finau  
Deputy Recorder