



AMERICAN FORK CITY COUNCIL
SEPTEMBER 3, 2024
WORK SESSION MINUTES

Members Present:

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

Members absent:

Tim Holley	Council Member
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Staff Present:

David Bunker	City Administrator*
Camden Bird	Assistant City Administrator
Anna Montoya	Finance Director
Stephanie Finau	Deputy Recorder
Patrick O'Brien	Development Services Director
Sam Kelly	Public Works Director
Al Scott	Assistant Public Works Director
Derric Rykert	Community Services Director
Cherylyn Egner	Legal Counsel
Cameron Paul	Police Chief

Also present: Michelle Carroll (MAG-Executive Director), Jessica Delora (MAG-Director of Community & Economic Development), Johnathan Knapton (MAG-Communications Manager), and Jimmy Golding (MAG-Deputy Director of Aging)

The American Fork City Council held a work session on Tuesday, September 3, 2024, in the American Fork City Administration Conference Room, located at 51 E. Main Street, commencing at 4:00 p.m.

WORK SESSION

1. Presentation by Mountainland Association of Government (MAG) regarding the various services they provide.

Mayor Frost opened up the work session and excused Council Member Holley for his absence. He turned the time over to the representatives from Mountainland Association of

Government (MAG) to discuss the various services they provide. Mayor Frost asked if they could introduce themselves.

Michelle Carroll, Executive Director at MAG, commented that there are some new leaders at MAG and that they are going around visiting all of their jurisdictions to remind them of the services and programs they have to offer. She explained that they will give a brief overview from each of them and then would love to hear any projects that the city has that may need their resources and funding. She stated she was filling in for Lynn E. Davenport who is the Metropolitan Planning Organization Director.

Ms. Carroll highlighted the Technical Assistance program which the city took advantage of last year. It's a program that is for any kind of plan or study that ties land use and transportation. She invited the city to put in another application for it that usually ranges from \$50,000 to \$300,000. She commented for the city to look into other plans that they offer.

- *Active Transportation Plan*
- *Parks & Open Space*
- *Main Street revitalization & Connectivity*

She explained that there are a wide range of eligible plans and studies, and that Dan Wayne is the Program Manager for those plans and can reach out to the city to brainstorm their next project that the city can be awarded to tie land use and transportation. She mentioned that Mayor Frost sits on the MPO Board as voting member which deals with all thing's transportation planning. She stated that the mayor can coordinate closely with Ben Hunter who works with TACH and what rolls up to the MPO board for the final approval.

Ms. Carroll wanted to make sure that the mayor was aware of the *Analytic Division*. MAG has a great analytic team that does a lot of GIS and they have profiles for all the communities and suggested to the city to check out their profile to make sure our data aligns with the MAG data. She mentioned the data is used for the Regional Transportation plan, some funding decisions and that they take input to make sure that MAG data matches the city. She commented that something that they'll be rolling out that is newer to the county is the *Wasatch Choice Vision*, which is taking the city plans, vision and rolling them up to a larger Wasatch front plan looking at:

- Transportation options
- All the roads
- Transit
- Active transportation – making sure it's linked throughout the region
- Housing options
- Open space
- City Centers – looking where people can work, live and play if they choose to.

Ms. Carroll stated that the city would hear more about it within the coming months.

Jessica Delora discussed the Federal Block Grant program and economic development. She explained that they have funding that is administered for the Community Development Block Grant in Utah County. She mentioned that federal funds go directly from HUD to Utah County and then it gets dispersed on activities that are needed in the community, which are decided by the board. Ms. Delora mentioned other programs that they do.

- Social services block grant – fund nonprofit service providers that serve only the county.
- Economic development for the region, would like to see American Fork a part of that roundtable through the Chamber of Commerce.
- Small business loan to help with GAP financing and job creation.
- Direct Services to the residents of the community
- Heat utility program, help income qualified households with their bills (gas and electric).
- Weatherization Assistance program – an auditor will assess the energy efficiency of the home, decrease utility usage and cost and implement health and safety measures.
- Housing rehab – roofs, ADA accessibility projects, finish basements if home is overcrowded, and update electrical systems if out of date.

Ms. Delora stated that the Program Manager, Katie Mitchell, does all the intake of information and finds the right assistance for clients and can help the city residents who can benefit from it. When asked if it covers radon, she stated that was covered.

Council Member John asked about eligibility for the programs. Ms. Delora replied that the housing rehab is determined by HUDs 80% of area median income, which means you have to pay 80% or less and then heat and weatherization are a percentage of the poverty limit.

Jim Golding shared some resources that are available to assist the aging population. He mentioned a few programs and passed out folders with more in-depth information on all the individual programs they offer. He mentioned the Senior Health Guide and stated that it is a reference guide for older adults and the needs they might have, and it's offered for all of Utah.

- Meals on Wheels – Meals are delivered to senior citizens that are homebound.
- Congregate – Seniors come to the Senior Center and enjoy a meal with a little bit of socialization.
- Caregiver Support – Person who is aiding either a grandparent or just an elderly individual and don't know what they can do or what resources are available to them as a caregiver.

- Friendly Callers – If there are individuals who are isolated or homebound and aren't able to get out and socialize, individuals are paired with a volunteer to call them and have a conversation with them to build rapport and provide them socialization.
- Retired Senior Volunteer Program (RSVP) – this is for older individuals who want to volunteer to get them out in the community: elementary schools, the Red Cross or different places to give Seniors and opportunity to be out in the community and help provide aid to another person.

Discussion ensued amongst the Council, staff and MAG representatives about the surrounding cities that don't have a Senior Center and how they come to American Fork because we have one. They also discussed budgeting for supporting other citizens that aren't residents in the city.

Mr. Golding commented that they've figured out how much MAG can provide and looked at last year's fiscal numbers. He added that they can help curb costs so it's not eating up the city budget for the Senior Center but mentioned that MAG has a limit of funding they can provide for that.

Ms. Carroll stated that they did get funding from the state legislature but that it reduced the Senior Center meals. She stated that they will be going back to legislature this coming session and will ask for an increase back to those funding levels for the congregate meals as well as the Meals on Wheels and that MAG has started their own 501C3 to do private fundraising, foundations, corporate sponsors, and community fundraising to meet the needs of meals.

Mr. Rykert mentioned if it was appropriate for MAG to ask Seniors that come from Cedar Hills to help donate. Ms. Carroll replied that the Senior residents of American Fork do a great job with voluntary donations and that helps offset the cost. She commented that they are open to ideas. Mr. Golding replied that they are moving the donations up to \$4.00 and it's just a "suggested donation." He added that they are trying to get out in the community, so people understand the need that is there in the whole region for socialization, meals, and a place to go for the seniors.

Mayor Frost asked if it would be appropriate or legal to approach another city council and mayor and charge them to upkeep the facility and staff. Mr. Golding said it is appropriate, but it would be the mayor not MAG approaching other cities and would be happy to talk with anyone to help understand this conversation.

Jonathan Knapton explained that the reason they are going to each city is to help the county, city leaders and their staff understand what MAG does and asked the city to help inform their citizens of what MAG does. He added that they are trying to build their social media presence and would like to partner with city staff that are over social media to share that information. He mentioned that they have an external monthly newsletter and will add some

staff to that distribution list and if the city has information for MAG to put in their newsletter, they welcome it.

He commented that he is working collecting a list of names of Communication Managers in other cities and counties to help build a network and help each other out with ideas dealing with communication. Lastly, he handed out brochures that go through everything that had been discussed previously.

Ms. Carroll asked the mayor what are the big projects or issues that MAG should be aware of. The mayor replied that it is transportation and how the growth is affecting the city. He asked about the project at Pioneer Crossing and the plans for that. Ms. Carroll replied that it will be a flex lane project, more lanes will be created and to help ease traffic going east and west. She also mentioned that the UDOT commission has approved a substantial investment in north Utah county for east/west connectivity. Mr. Knapton also commented that work has started on the 2100 South Overpass connection.

**David Bunker arrived at 4:29 p.m.*

Mr. O'Brien discussed the Stationary Plan and how they benefited from the funding the city was given. He mentioned the city had gotten over \$300,000 in the last 18 months from MAG and expressed appreciation for that. He added that the city is in Phase II of their plan and how that will activate more connectivity to the other side of the community in the TOD area.

Discussion about the percentage of seniors that come to the city Senior Center from other cities and donations that are paid by the senior citizens of American Fork to help it out.

Ms. Carroll thanked the staff and the Council for their investment in the community and offered any help that the city may need and stated that Mr. Knapton will reach out in regard to the communications specialists representing the city.

2. Discussion on transportation utility fees.

Mayor Frost skipped this item. He stated he wanted to wait to get a little more data on the transportation utility fees.

3. Discussion on parking agreements and landlord agreements.

Mayor Frost commented that this discussion is about what is being seen down in the TOD area. He mentioned the overflow of parking and how there is no order. This was also to give staff suggestions and to create a policy.

The council discussed the problems with parking all over the city due to more people living in a single home that has multiple cars per household or unit.

Mr. Kelly discussed looking at possible solutions for the TOD parking issues with the current plan that was approved to change the striping and currently parking is allowed on both sides of the street. He commented that there is potential to utilize some property for parking. Mr. Bunker added that it will facilitate the 26' of asphalt that is needed for the fire apparatus.

Some possible TOD Parking Solutions are:

- Parking on both sides of the street (900 West)
- Propose to do alternate on-street parking
- 35 parking stalls removed
- 28 optional stalls in the (open spaces available) - Estimated cost is \$114,000.
- 134 potential stalls - \$402,000

Council Member Carroll mentioned that the empty parcels in that area are not owned by the city. Mr. Kelly admitted that because of that it will be challenging and he added that they are open space parcels that can't be built on because there's a TSSD easement through the parcel. He stated that the downside is that the city would be consuming the open space.

Discussion ensued about what was in the open spaces currently, what it was meant to be used for, and who can park in those stalls.

Mr. Bunker commented that the open spaces that could be used for parking stalls are available to anyone, it is not restricted to a particular development but if the city does that it will be hard to get the developer to pay for it. He stated that this idea is what they have so far where they can put parking without having to purchase a piece of property or build a parking garage because the costs go up exponentially if it goes that route.

Discussion ensued about how the open spaces in HOA will affect the parking situation, what type agreements would have to be made, what is allowed to be parked in the stalls, and how many stalls are needed.

Mr. Bunker stated that 900 West is the road that is going to be impacted right now with reduced parking and residents will feel the impact of that. He also mentioned that one of things he had talked to Ms. Egner about was that some of the developments are charging to park on-site and that for any future development the city can put a restriction where developments can't charge its residents for parking on-site that they should be providing for them.

The mayor asked Mr. Kelly if the city is creating a relationship with some of the HOA's, to prepare them for the parking change and encourage them to use their garages because when the city does the striping for the no parking it will be abrupt and displace a lot of cars that are used to parking on the street.

Mr. Bunker commented that one of the things that is not allowed is internal Accessory Dwelling Unit (ADU) which means residents should not be renting out part of their homes, the problem with that is that it is hard to enforce that. Mr. O'Brien stated that they can rent out rooms, they just can't create a separate unit within.

Council Member Carroll commented that how does the city works with the HOA's, Mr. Bunker replied that the city has not contacted them yet and that he wanted to get the Council's thoughts on the idea first.

Discussion ensued about requiring more open spaces or requirements for the open spaces. Mr. O'Brien commented that requiring something useful and activating the open space and right now the code does not have that requirement. Mr. O'Brien stated that he has seen in other cities that one of their requirements is to provide a linear park. He gave an example of providing 10-point criteria and there is a list of 20 different things you can do with the open space as in - 5 points for a playground or 2 points for assigned bike rack space that way something is getting put in there rather than turf or a concrete path.

Mr. Bunker commented that if the Council is on board, then the city will start to look at what areas with the estimated costs and figure where the money is going to come from for those open spaces in the TOD area. He also mentioned that one of the things he's working on is to put together a little park on 620 South that would be a true open space that could have a pickleball court or little baseball diamond, or a soccer field and then maybe the residents wouldn't be so upset about losing their parking spaces. Mr. O'Brien asked if the open space requirements have changed going forward to try to push residents to what we're providing rather than just an open space grass area.

Ms. Egner suggested that it would be worth allowing those areas by ordinance to be paved for parking or a certain percentage of open spaces be paved for parking, restriping the roads and seeing what gets triggered instead as opposed to giving incentives. Ms. Egner stated that doing it that way would require a development agreement because we would be taking away open spaces required by code which would require parking agreements, easement agreements, and money.

Discussion ensued in regard to what can happen if the city paves for parking within HOA's to incentivize the HOA's to enforce their own parking, give a permit for parking to their residents, and how it may affect residents to pay for parking in their developments they live in that charge hoping it will alleviate the cars that will be parked in the street.

Ms. Egner stated that incentivizing HOA's to do it themselves the city can alter the ordinance while the striping happens, and it will be applicable to all developments in the TOD area. She added that there are many options, and this is just one of them.

Mayor Frost asked Ms. Egner if drafting a policy that developments cannot charge for parking, would it be a valid policy that could be enacted and enforced immediately. Ms. Egner replied that it can be for future development not for the current ones that are there right now. Mr. Bunker commented that he had seen a report about homes stating that 45% of all homes in the U.S. is sold to major investors which leads to single family homes or townhomes are being purchased by investors who want to rent a unit out which is where the problem is. He stated that half the homes are rentals when they should be owner occupied.

Mayor Frost commented that this will be something that will be discussed in next year's budget unless the Council wants to find the money and amend the budget. He added when it comes to 900 West his concern is public safety and fire trucks being able to get down that street.

Mr. Kelly mentioned that they would like to restripe it this fall but are getting prices for it. He commented that it needs surface treatment and to do that, the road would have to be closed. He added that they are looking to try to take advantage of the surface treatment but this time of year it's probably more viable to do micro-surfacing and in the spring do the chip/seal for a lower cost.

Mr. Bunker suggested that maybe they close 900 West, chip it and stripe it all at the same time. Council Member John reminded him that it can't be done until spring. Mr. Kelly stated that the road would be closed a couple of times. It's closed when chips are put down, it gets driven on then close again to seal it and it's more of an economical treatment, but it will inconvenience residents when the road is closed.

More discussion ensued in regard to parking on 1000 West and other areas of the TOD and options to make it safer or add parking within the open spaces. Mayor Frost suggested starting a conversation with the HOA's and getting to know them so they can have time to alert their residents, and it will save the residents towing charges for parking along 900 West on one side of the street when the city stripes it.

4. Adjourn.

The meeting was adjourned at 5:25 p.m.



Stephanie Finau
Deputy Recorder