



Members Present:

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

Staff Present:

David Bunker	City Administrator
Camden Bird	Assistant City Administrator
Terilyn Lurker	City Recorder
Derrick Rykert	Community Services Director
Patrick O'Brien	Development Services Director
Anna Montoya	Finance Officer
Aaron Brems	Fire Chief
George Schade	IT Director
Heather Schriever	Legal Counsel
Cameron Paul	Police Chief
Sam Kelly	PW Director

Also present: George Brown, Deb Anderson, Ken Berg, Karen McCoy, Karen Schaack, Kimberly Poulson, Tom Roton, and Cal Johnson.

The American Fork City Council met in a regular session on Tuesday, October 14, 2025, in the American Fork City Hall, 31 North Church Street, commencing at 7:00 p.m.

REGULAR SESSION

1. Pledge of Allegiance; Invocation by Council Member Carroll; roll call.
Mayor Frost welcomed everyone to the meeting. Those in attendance recited the Pledge of Allegiance and the invocation was offered by Council Member Carroll. Roll call was taken.
2. Twenty-minute public comment period - limited to two minutes per person.
Karen McCoy. Ms. McCoy was present to express her concerns about the animal shelter and the high number of kills. She noted she was before the council to speak on this issue

and was grateful to Council Member Hunter taking the time to talk to her and Holly Sizemore with Best Friends. Ms. McCoy stated that working with the shelter was going nowhere, even though collaboration would help save lives longer. She did not think they should wait for the shelter; they can take steps to address the problems with pets. This starts with responsible pet ownership, but they need to acknowledge that bad pet owners are not the whole problem. Ms. McCoy stated that each city needs to address the community cat problem; cities across Utah and the nation are working on humane ways to solve the problem. The highest number of kills at the animal shelter are cats. By getting the numbers down, it will be a step in the right direction. Ms. McCoy stated the Trap, Neuter, Vaccinate, Return (TNVR) program is great. She commented that cats tend to multiply, causing a nuisance and creating an overwhelming task of trying to take care of them. With the TNVR program, the cats are trapped, spayed, or neutered, vaccinated, and then returned to the place of trapping. The colonies can then be better managed and not overwhelm the neighborhood. The cats that have been trapped have their ear clipped, so they are easily recognizable.

Ms. McCoy stated she had emailed information to the council and stated that if they had any questions, they could reach out to her. She hoped they would consider placing information on social media pages to get the word out. There was a free spay/neuter clinic at the Orem Clinic for Best Friends.

When asked if she has met with the current city representative, she indicated she had met with Josh Christensen in the past but not the current representative. Mayor Frost stated he would be happy to have her meet with Lt. Archuleta. He respects her interest and caring. The city only has control over one vote at the shelter, but it was important. Mayor Frost stated Chief Paul would coordinate a meeting to include a council member.

3. City Administrator's Report

Mr. Bunker reported that last Thursday there was an open house at the Fire Station. He thanked public safety departments who have a night out where citizens can show up and learn about the departments. It was great to have a partnership with the residents, who are the eyes and ears of the community.

4. Council Reports

Council Member Hunter thanked the Chamber of Commerce for hosting the Meet the Candidates night, where they were able to meet with residents. He encouraged everyone to look at the video to learn about the candidates. At that event, Ms. McCoy did talk to each of them, and he was able to meet with her and Ms. Sizemore this last week. It is an awareness campaign that would be a valuable tool for the city. He did learn that when they go through the process, they dock the ears of the cats. When neighbors see the problem areas, if they have docked ears, they know they have been working in the area. The community was willing to stand up and do things for the good of the city.

Council Member Holley reported the Cemetery Committee met a couple of weeks ago and will be bringing forward to a work session a discussion regarding the Veterans Wall at the cemetery. With the elections, ballots were mailed out today, and he encouraged everyone to research the candidates as they fill out their ballots. He expressed his appreciation for coming back to American Fork after his travels; they are blessed to live, work, and raise families here. In other areas, they do not have the quality of life that we do.

Council Member John reported irrigation season ends tomorrow, which will give them six months to prepare for next year. They were hoping for a great water season.

Council Member Carroll had nothing to report.

Council Member Taylor has received a lot of feedback about pets. Ms. McCoy does not complain but brings something to the council that will make a difference. He felt they should get behind the program, which will help the community.

5. Mayor's Report

Mayor Frost stated that Karen McCoy is offering up a solution that may help. He noted Ms. McCoy was the one behind saving American Fork Canyon from Snowbird's development into the canyon. People can make a difference, and Ms. McCoy is evidence of that. He thanked her and everyone else who has ideas to make our community better.

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 September 9, 2025, city council minutes.
2. Approval of the September 16, 2025, work session minutes.
3. Ratification of city payments (September 17, 2025, to October 7, 2025) and approval of purchase requests over \$50,000.

Council Member Taylor moved to approve the common consent agenda. Council Member Hunter seconded the motion. Voting was as follows:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Clark Taylor, Council Member
SECONDER:	Ryan Hunter, Council Member
YES:	Carroll, Hunter, Holley, John, Taylor

ACTION ITEMS

1. Review and action on a resolution approving a Land Use Map Amendment, known as Maxwell Square, located at 148 North 100 East. The Land Use Map Amendment will be

on approximately 0.93 acres and is in the Residential High Density and will change to the General Commercial land use designation.

Mayor Frost explained the council receives the agenda packet the previous week and can review the information and ask questions.

Mr. O'Brien gave a brief overview. The applicant was wishing to change the land use for 0.93 acres at approximately 150 North and 100 East. It was currently under the residential high density land use designation, and the applicant was requesting to change that to general commercial. If approved, they will follow up with a zone map amendment. The applicant is anticipating a mixed-use development, with townhomes at the back with ground level commercial use fronting 100 East. Part of the property they would incorporate into the project was currently in the CC-1 zone, but the underlying land use does not conform. The northern part of the project also does not have land use or zone that is compatible with what they want to do. The goal is to bring the land use into compliance with the overall project, and then a zone change if this is approved. Mr. O'Brien stated this was up to the city council to decide if the land use map amendment is approved.

Mr. O'Brien explained there was information in the packet about the project proposal, but he could answer any questions related to the land use map amendment. The proposal for layout was not binding at this point.

Council Member Taylor stated he realized it was land use; however, he wanted to address traffic concerns. He met someone at the church north of 1120 North, and as he left the church it took over four and a half minutes to turn right onto 100 East. Traffic is terrible. He understands they want to have commercial on the bottom level, but he looks at it from the standpoint of traffic on 100 East. He did not see 36 units of new traffic being dumped onto 100 East, nor did he see how a 55-foot-tall building would fit with the area. Council Member Taylor commented he cannot get on board with the land use map amendment. He would love to see a commercial project, but the traffic was an issue.

Mr. O'Brien stated he appreciated those comments. One thing staff has changed was to identify the supporting documents so the council would understand potential impacts down the line.

Council Member Carroll stated that it needed to be addressed, but her concern was also where the line between commercial and residential was and what would make the most sense. She questioned where the delineation line was, and Mr. O'Brien explained this project was located just south of the 150 North. He stated they have talked with the applicant about the delineation point between commercial and residential; it seemed that 150 North was the best delineation.

Mr. O'Brien pointed out the applicants were looking for an alternate access point. It was noted that with the project at 50 North 100 East, the city wanted right in and right out, but UDOT overrode the city. The city would not be able to control whether it was a right-in, right-out access onto 100 East.

Council Member John stated he would like to see a traffic study before they even consider this. He mentioned the number of units and square footage of the commercial, stating he thought they would need more commercial. Mr. O'Brien explained for this project the current requirement was a percentage of the ground floor.

Council Member Carroll explained she mentioned the delineation line because the neighbors have always been under the impression it would be residential, and she would like to see what the impact would be on the neighborhood. It was noted the neighbors were notified of the public hearing as required and there were residents at the public hearing.

Council Member Holley loved that they wanted to bring in ground level commercial, and he thought it could work. This would be a great project if it were walkable. If there were no cars in the development, it would help with traffic. He stated his concern was how a 55-foot-tall building would fit.

Mr. O'Brien also stated it would not be set thirty feet back, as there is a maximum setback of ten feet. That may exasperate the height issue.

Mayor Frost asked if Mr. O'Brien had some steps that could be taken to help with buffering and if there was a step to move this forward. Mr. O'Brien stated the goal was to remain within requirements of the zoning ordinance. The ingress/egress and parking issues would not be addressed. Mr. O'Brien stated that having another additional access point may be the most beneficial moving forward to alleviate the concerns. This was tough because with commercial components, they do want significant traffic going in and out of the business. Mr. O'Brien understands Council Member Holly's comments on being walkable.

It was noted that Grant Avenue was not a great access point.

Council Member Carroll stated part of the property was already zoned commercial, so they could already do the project on the property. It was noted to put in multiple family residential there, they do have to meet size requirements. She was struggling that it was already commercial on part of the property, and they would have potential traffic issues there.

There was a discussion on the potential number of cars and the traffic going into and out of the lot for this proposed project. Mr. O'Brien stated the developer was concerned about

the commercial component because of the continuous flow of traffic, but he understood the city's goal of the CC-1 zone.

Cal Johnson, the civil engineer for the project, stated they do want to address the main concern of traffic. They did have an early trip generation study completed and have met with UDOT. With the trip generator study, there were fourteen trips during morning peak traffic and sixteen in the evening peak hour. Mr. Johnson explained the 76 parking spaces were based on code requirements. Some of the tools that UDOT is looking at to help with traffic were that the north access would be right in right out, and the south access was still under discussion. They are also looking at a shared access agreement with the property to the south. They are seeking ways to alleviate traffic concerns. He mentioned that two-thirds were already in the CC zone, and there was CC/Residential overlap that they are trying to rectify.

Council Member Hunter stated a traffic plan had been brought up with the residents. He felt that the number of trips at 14 and 16 was low during peak time, and common sense tells them that 14 and 16 trips are unrealistic. Mr. Johnson explained they take the number of units/bedrooms and the use and produce that number.

Council Member stated the insurance agent already expressed a concern with people staying in his parking lot overnight. He questioned if they would be removing access to that property if they were to allow this project. Mr. Johnson explained that when the insurance agent's property redevelops, it would have to have a shared access agreement and access would then be through this project.

Council Member Hunter stated that the train crossing was also mentioned in the notes. He pointed out that traffic was already light to light on 100 East, and with the addition of the tracks, he questioned if that had been addressed. Mr. Johnson noted UDOT was still working through that railroad study.

Mr. O'Brien explained parking requirements are based on use. There is a ratio based on the use in the commercial portion, and the unit count had requirements. In the CC-1, there was a reduction request the applicant can ask for as well.

Council Member Hunter asked if they were going to request a parking reduction. Mr. O'Brien responded they had not seen anything since this was just land use.

Council Member Hunter stated he wanted them to see them tie parking requirements to number of bedrooms. A single bedroom unit was not as big as a concern, but two-bedroom units would have two and three cars.

Council Member Carroll stated that this is an older area. She is concerned that they are making it impossible for development in the area. If they want something to be developed, they need to change things.

Council Member Hunter asked if they had proposed something that would fit. He stated he was not in favor of a parking reduction request. Mr. O'Brien explained there were constraints with the current residential zoning where they needed a minimum frontage and square footage requirement for multiple units, and the CC-1 zone parcels were not wide enough to design a project that would meet what the city was asking for and what was required.

Mr. O'Brien asked if the council needed more information.

Mayor Frost stated that he was hearing that they may want to go back and re-look at the CC-1 zone in a different way, or they will hit road blocks every time.

Council Member Taylor agreed and stated that they have a difficult situation with 100 East, the train tracks, it being a state road, and narrow lots. He cannot move forward with this.

Mayor Frost noted the development they have referenced at 53 North 100 East would not fit in the zoning now.

Council Member Taylor moved to deny the resolution for the land use map amendment, located at approximately 148 North 100 East, American Fork City, from the Residential High Density land use to the General Commercial land use designation. Council Member Hunter seconded the motion.

Mr. O'Brien stated they do have the general plan approval coming up, and they can look at buffering options. Council Member Carroll would like to look at changes in the CC-1 zone so areas can be redeveloped. Council Member Hunter mentioned the mid-block boundary designation and where the boundary is between zones; the street can be a better place to feather things, so they do not run into a development were a 55-foot-tall building was right next to the property line.

Mayor Frost called for a vote on the motion. Voting was as follows:

RESULT:	DENIED [UNANIMOUS]
MOVER:	Clark Taylor, Council Member
SECONDER:	Ryan Hunter, Council Member
YES:	Carroll, Hunter, Holley, John, Taylor

2. Review and action on the reallocation of American Fork City Parks and Library PARC Tax funds.

Derric Rykert stated they had some city projects that the reallocation of funding can go to. Some options were to make additional improvements to Monarch Park, replace the concrete at the bottom of the amphitheater stage, or to turf the baselines at Rotary Park. Mr. Rykert stated they could re-allocate funds to Monarch Park or re-allocate the funds to the amphitheater and Rotary Park.

Council Member Carroll commented she was not against this, but a big chunk of the reallocation was coming from excess library funds but would be going to parks. She would love the library to be able to use the funds they were given.

Mr. Rykert explained that \$14,000 came from park projects and \$8,000 from the library. He had brought forward options for active projects that the council had already seen with the applications.

Council Member Taylor asked if they were looking to reallocate back to the PARC funds or if they were choosing where the funds would go. Mayor Frost thought they needed to be specific, but if they would like to look at this further, they can.

Council Member Hunter stated he was leery of pushing funds to the north because they have done a lot on that area. He would love to see Monarch Park receive the extra funds.

Council Member Taylor liked Monarch Park as well and thought that area was fantastic. He noted that they do use the amphitheater a lot and improvements to that would be beneficial. Council Member Taylor stated these were three quality projects, but he would lean toward allocating the funds to the amphitheater.

Kimberly Poulson stated they have always been supportive of Monarch Park and the amphitheater, and they are supportive of both of those projects. She did not think there would be an issue with any of the options.

Council Member Taylor moved to approve reallocation of PARC tax funding to close American Fork City PARC projects through award year 2024, with the exception of the Monarch Park Improvement Project, and return excess funds to the concrete expansion project in Quail Cove and the baselines at Rotary Park in the amount of \$22,708.30. Council Member Carroll seconded the motion. Voting was as follows:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Clark Taylor, Council Member
SECONDER:	Staci Carroll, Council Member
YES:	Carroll, Hunter, Holley, John, Taylor

3. Review and action on an ordinance approving the vacation of a portion of a public right-of-way located at approximately 350 South 900 West.

Council member Carroll moved to adopt Ordinance No. 2025-10-25 approving the partial right-of-way vacation at 350 South 900 West 900 West related to the Lakeshore Landing Subdivision Plat and to authorize the city to sign all necessary documents. Council Member John seconded the motion. Voting was as follows:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Staci Carroll, Council Member
SECONDER:	Ernie John, Council Member
YES:	Carroll, Hunter, Holley, John, Taylor

4. Review and action on revisions to a Master Services Agreement for JUB Engineers, inc. Council Member Carroll mentioned she had come concerns. She pointed out that Section 12 “Time is of the essence: Liquidated Damages” was crossed off, but she thought that was what forced them to pay the city more if they go over the time. She thought that was standard. Mr. Kelly stated that it was standard with construction projects, but to date they have not had any issues with this.

Council Member Hunter asked if the removal was requested from JUB, to which he was told it was. The comment on the deletion was that they would pay for damages resulting from delays directly caused by their failure to perform.

Ms. Schriever explained the ability to assert damages against JUB would still be allowable, but not a liquidated amount. The liquidated damages provision sets an agreement for a set fee for each day when the project is delayed. She noted they did not want to get out of damages, but that their insurance did not like liquidated damages.

Council Member Hunter asked if the city has ever run into a situation where the city has claimed damages. Mr. Bunker stated that typically it did not happen on the design side.

Council Member Carroll questioned how they push them if they do not perform. Mr. Kelly stated JUB does not get paid until they perform. He further explained they do all the plat reviews on the private development side, and they are performing well and hitting deadlines.

Council Member John moved to approve the revised Master Services Agreement with JUB Engineers, inc. and authorize the City Administrator and City Engineer to enter into said agreement. Council Member Taylor seconded the motion. Voting was as follows:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ernie John, Council Member
SECONDER:	Clark Taylor, Council Member
YES:	Carroll, Hunter, Holley, John, Taylor

5. Review and action on an ordinance approving a Code Text Amendment, known as Administrative Site Plan Approvals, of the American Fork City Municipal Code. Amending Section 17.6.101, the Code Text Amendment plans to amend the Site Plan Approval Process.

Mr. O'Brien explained this code text amendment came before the council this fall to provide for minor amendments to existing approvals on projects. The council had some suggestions for layout changes and legal counsel made those changes with this amendment.

Council member Carroll moved to adopt Ordinance No. 2025-10-26 the proposed Code Text Amendment, amending Section 17.6.101, titled Administrative Site Plan Review, relating to DRC Site Plan approval for Site Plan amendments and providing an effective date for the ordinance Council Member Hunter seconded the motion. Voting was as follows:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Staci Carroll, Council Member
SECONDER:	Ryan Hunter, Council Member
YES:	Carroll, Hunter, Holley, John, Taylor

6. Review and action on the award of the contract for the Fiscal Year 2026 Crack Seal Project to Superior Asphalt, LC.

Council Member Taylor moved the City award the FY 2026 Crack Seal Project in the amount of \$125,000.00 (\$2,084.00 per ton) to the responsible low bidder, Superior Asphalt, LC and approve the construction contract as presented. Council Member Carroll seconded the motion. Voting was as follows:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Clark Taylor, Council Member
SECONDER:	Staci Carroll, Council Member
YES:	Carroll, Hunter, Holley, John, Taylor

7. Review and action on the award of the contract for the Fiscal Year 2026 Slurry Seal project to Morgan Pavement Maintenance.

Council Member Carroll moved the City award the FY 2026 Road Overlay Project in the amount of \$81,620.00 to the responsible low bidder, Morgan Pavement Maintenance, and approve the construction contract as presented. Council Member Taylor seconded the motion. Voting was as follows:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Staci Carroll, Council Member
SECONDER:	Clark Taylor, Council Member
YES:	Carroll, Hunter, Holley, John, Taylor

8. Review and action on the award of the contract for the Caveman Blvd (600 East) 300 North Traffic Signal Project to Infrastructure Power Group, LLC
Council Member John moved the City award the Caveman Blvd (600 East) 300 North Traffic Signal project in the amount of \$116,988.58 to Infrastructure Power Group, LLC and approve the construction contract as presented. Council Member Carroll seconded the motion. Voting was as follows:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ernie John, Council Member
SECONDER:	Staci Carroll, Council Member
YES:	Carroll, Hunter, Holley, John, Taylor

9. Adjournment.
Council Member John moved to adjourn the meeting. Council Member Taylor seconded the motion. All were in favor.

The meeting was adjourned at 8:27 p.m.



Terilyn Lurker, City Recorder