



Members Present:

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

Members Absent:

Staff Present:

David Bunker	City Administrator
Camden Bird	Assistant City Administrator
Terilyn Lurker	City Recorder
Derric Rykert	Community Services Director
Stephanie Finau	Deputy Recorder
Patrick O'Brien	Development Services Director
Anna Montoya	Finance Director
Aaron Brems	Fire Chief
George Schade	IT Director
Heather Schriever	Legal Counsel
Cameron Paul	Police Chief
Sam Kelley	Public Works Director

Also Present:

Mark Roylance, Shellie Struthers, Royce Shelley, Reid Shelley, Elizabeth Phelon, Nathan Horan, Tyler Horan, Brinley Unsworth, and one additional attendee.

The American Fork City Council held a public hearing in conjunction with a regular session on Tuesday, March 24, 2026, in the American Fork City Hall, located at 31 North Church Street, commencing at 7:00 p.m.

PUBLIC HEARING

1. Receiving public comment on the declaration of real property, consisting of approximately 8.5 acres and located at approximately 700 West and 800 South, as surplus.

No public comments were made.

REGULAR SESSION

1. Pledge of Allegiance; Invocation by Council Member Taylor; roll call.

Mayor Frost welcomed everyone to the meeting. Those present recited the Pledge of Allegiance and the invocation was offered by Council Member Taylor. Roll call was taken; Council Member John was excused.

2. Twenty-minute public comment period - limited to two minutes per person.

Mark Roylance. Mr. Roylance wanted to address the irrigation shareholder discount policy. He stated that one irrigation share equals 2-acre feet of water, which is 651,702 gallons which is supposed to be delivered to the shareholder for a \$40 annual assessment. That equaled approximately six cents per 1,000 gallons while the city's secondary water would be over \$2 per 1,000 gallons. When the pressurized irrigation system was installed, the city promised the water would not be meters. He felt the city did not push back on the state's meter policy. He noted that Council Member John was involved with the American Fork Irrigation Company as president and water master. Mr. Roylance commented that the city has not been treating minority shareholders fairly and felt it devalued their stock. He recommended the city pause the proposed policy until all water holders have been notified of the policy and able to give input.

Shellie Struthers. Ms. Struthers expressed her appreciation for the city's efforts to clarify the policy regarding irrigation shares with the American Fork Irrigation Company. Her family has been working with the city since last year to work on applying shares to family members' accounts. They have been in communication with Council Member John and city staff. They appreciate the confirmation that those who have been actively working through this process will be allowed to continue and complete their agreements.

3. City Administrator's Report

David Bunker had nothing to report.

4. Council Reports

Council Member Hunter had nothing to report.

Council Member Holley expressed his appreciation for being back in this beautiful country and city.

Council Member Carroll reported they were in the middle of the PARC Tax fund granting season, noting the PARC Tax board was currently hearing from the applicants.

Council Member Taylor had nothing to report.

5. Mayor's Report

Mayor Frost stated he had the opportunity to go on a route with Meals on Wheels, where he could meet a few citizens and get to know them a little bit better. He was able to see a few people that he had known for a while, and it was great to reconnect. It was great to see the connection between the drivers and the residents, which was sometimes the only interaction the seniors had that day. It was a delightful and uplifting experience. Mayor Frost noted there is a 300-person waiting list and pointed out the funding was protected in the state legislature.

Mayor Frost also stated he wanted to mention water. They met as a conservation committee earlier in March. They wanted to see how things would turn out, but it did not look good as the snowpack is disappearing sooner than normal. The city will have enough water for the residents but noted they will need the help of all the residents, Mayor Frost stated they will be stressing water conservation all year long. The city met with all major water users to discuss the matter. The city will be doing our part by conserving water, and staff are prepared.

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 February 19 and 20, 2026, budget workshop minutes.
2. Approval of the February 24, 2026, city council minutes.
3. Approval of the March 3, 2026, work session minutes.
4. Approval of the March 10, 2026, city council minutes.
5. Approval of the authorization to release the Improvements Construction Guarantee in the amount of \$153,761.00 and issue a Notice of Acceptance for the 43 North Apartments construction of public improvements located at 43 North 100 East.
6. Approval of the authorization to release the Improvements Construction Guarantee and issue a Notice of Acceptance for the Holmes Gunther construction of public improvements located at 490 Mary Pulley Drive.
7. Review of a Bond for EL GUERO ENVIOS LLC a Check Cashing Facility located at 222 E Main St in the CC-2 Central Commercial Zone.
8. Ratification of city payments (March 4, 2026, to March 17, 2026) and approval of purchase requests over \$50,000.

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

Result:	Approved
Mover:	Council Member Taylor
Seconded:	Council Member Carroll
Yes:	Staci Carroll, Tim Holley, Ryan Hunter, Clark Taylor
Absent:	Ernie John

ACTION ITEMS

1. Review and action on approval of the authorization to release the Improvements Durability Retainer of \$7,188.20 for American Fork Tower, located at 802 East 1050 South.

Council Member Holley moved to authorize the city engineer to issue documents and/or payments to release the Improvements Durability Retainer of \$7,188.20 for American Fork Tower. Find that the quality of construction and materials have endured without evidence of unusual depreciation, wear, non-conformance of city standards, or need for remedial action. Council Member Hunter seconded the motion. Voting was as follows:

Result:	Approved
Mover:	Council Member Holley
Seconded:	Council Member Hunter
Yes:	Staci Carroll, Tim Holley, Ryan Hunter, Clark Taylor
Absent:	Ernie John

2. Review and action on a resolution approving an application for a Land Use Map Amendment, known as Jasper Lot Land Use Map Amendment, located at 570 East Main Street. The Land Use Map Amendment is for 0.26 acres in the Residential High Density Land Use Designation and is proposed to change to the General Commercial Land Use Designation.

Patrick O'Brien presented to the council some background information on the request. While the planning commission did recommend approval, he noted staff did have a few concerns with the

application. The property was only a single parcel of land in the R2-7500 zone. The proposal was to change this to the General Commercial land use designation and would create an island for new land use. The zoning adjacent to this property matches the proposed zoning that would eventually come if a land use change were permitted. He stated the possible zones for this land use would be GC-1 or GC-2 zones, noting it would be GC-1 zone since that is adjacent to this property. Mr. O'Brien showed a side-by-side comparison of land use and zoning and pointed out it would be the only General Commercial land use in the area. The GC-1 zone could potentially fit as it was the adjacent zoning, but none of the adjacent parcels are developed as general commercial with exception of across the street. Mr. O'Brien noted the potential impact of the change could impact the overall character of the street. The most compatible zoning would be the GC-1 zone, and the permit uses included any use in the CC-1 Central Commercial zone except for residential uses. He noted it would bring further intensity to the area.

Mr. O'Brien stated that the city council's role was to determine if the change was in line with the intended future development goals in that part of the city.

The council discussed the location of the subject property, noting it was next to Sydney's Bed and Biscuit. It was noted this was a residential house with a shed behind the home that was used for storage. The GC-1 zone would not permit residential use. It could be a home occupation, but that would not allow any detached accessory structures or attached garage as part of the business. If the property were converted to commercial, the structure would have to be brought up to commercial standards depending on the occupancy type and could not be lived in. There was a discussion on the current uses surrounding this parcel, and whether this was a suitable location for a residential lot.

Council Member Carroll questioned whether the home could realistically be sold as a residence that someone would want to live in and expressed that she did not believe it could.

Council Member Carroll moved to adopt Resolution No. 2026-03-09R approving the proposed land use amendment, located at 570 East Main Street, from the Residential High Density Land Use Designation to the General Commercial Land Use Designation. Council Member Holley seconded the motion. Voting was as follows:

Result:	Adopted
Mover:	Council Member Carroll
Secunder:	Council Member Holley
Yes:	Staci Carroll, Tim Holley, Ryan Hunter, Clark Taylor
Absent:	Ernie John

3. Review and action on a resolution to accept the petition for annexation of the Buckwalter Meadow View Ranch 2 Annexation, consisting of approximately 96.409 acres at 1000 South 100 East.

Mr. O'Brien stated this was previously before the council and was denied as it would leave an island. This applicant was bringing this back forward with all the unincorporated land included in the annexation. He pointed out this was not the annexation agreement, which would be discussed and approved later. This was just to accept the petition.

Council Member Holley moved to adopt Resolution No. 2026-03-10R accepting the petition for annexation of the Buckwalter Meadow View Ranch 2 Annexation consisting of approximately 96.409 acres at 1000 South 100 East. Council Member Taylor seconded the motion. Voting was as follows:

Result:	Adopted
Mover:	Council Member Holley
Seconded:	Council Member Taylor
Yes:	Staci Carroll, Tim Holley, Ryan Hunter, Clark Taylor
Absent:	Ernie John

4. Review and action on a resolution regarding American Fork Irrigation shareholder discount agreements and long-term rental agreements.

Mayor Frost stated this has been on the radar for a while and he questioned if there were any comments or concerns.

Council Member Hunter stated that Ms. Smithers and Mr. Roylance have both made comments, and he noted his family was in the same boat. He felt the process was tiresome. He hoped that part of the motion included that any agreements in the process would be honored.

Ms. Schriever stated that if there was a caveat in the motion, they need to be specific about the language. If it were the intent that any party that has initiated this process before this resolution has passed, the city would continue to work with those parties and honor any complete agreement after negotiations are completed. They could refer to that as part of the motion.

Mayor Frost agreed that if they started the process, they should be able to continue.

Council Member Hunter appreciated that, and he wanted to make sure it was included that any new shareholder agreements would be under the new proposal but anyone that has them currently or are in negotiations as of today's date, that they finalize them. He wanted to make sure they maintained the integrity of the commitments that have been made for years. He would be happy to make the motion.

Mr. Bunker stated that Council Member Hunter was correct, that any agreements in place or currently in process would be honored and finalized. He noted the water stays with the land.

Mayor Frost explained the city, as well as every city in the state, collectively fought the metering mandate.

Ms. Schriever read in the record that any party that has initiated contract negotiations with either the city or the irrigation company before March 24, 2026, those negotiations would be honored, completed, and finalized if agreed to by all parties.

Council Member Hunter moved to adopt Resolution No. 2026-03-11R addressing shareholder discount agreements and long-term agreements for American Fork Irrigation Company shares with the addition of the statement “that any party that has initiated contract negotiations with either the city or the irrigation company before

March 24, 2026, those negotiations would be honored, completed, and finalized if agreed to by all parties.” Council Member Carroll seconded the motion. Voting was as follows:

Result:	Adopted
Mover:	Council Member Hunter
Seconded:	Council Member Carroll
Yes:	Staci Carroll, Tim Holley, Ryan Hunter, Clark Taylor
Absent:	Ernie John

5. Review and action on acceptance of the withdrawal of application for the Julie Clark Annexation.

Council Member Holley moved to accept the withdrawal of the application for the Julie Clark Annexation. Council Member Hunter seconded the motion. Voting was as follows:

Result:	Approved
Mover:	Council Member Holley
Seconded:	Council Member Hunter
Yes:	Staci Carroll, Tim Holley, Ryan Hunter, Clark Taylor
Absent:	Ernie John

6. Review and action on an ordinance amending Title 5 of the American Fork City Code related to business licenses, revising application requirements, fees, appeals, revocation procedures, and bonds.

Mayor Frost noted this had been discussed in a work session, then was on the agenda two weeks ago but was tabled.

Council Member Holley stated he was not super comfortable with the proposal, but he did talk to Mr. Bunker about his concerns. He noted he still prefers that the initial application and any revocation start with staff, but the appeal goes before the city council, which is the body that represents the city. He did not think it came up that often and would not be burdensome. It would also be on the public record.

Ms. Schriever understood the council wanting to be responsive to residents. The business license application is an administrative function. When the council sits as an appellate body, they act in a quasi-judicial fashion. The reason for the change was that it was taking a policy the council has already adopted and allows staff to administer that. She was happy to entertain whatever the council wanted to do. If they wanted the appeal to go to Mr. Bunker first and then an appeal made within ten days would go to the council, they could hear the appeal on the record that was established at the original hearing. Ms. Schriever noted there were many ways they could go at this. She pointed out the statute has been around since 1998, and the city has changed substantially. There were a lot of businesses operating, and it was helpful to streamline processes for the applicant and city staff. Ms. Schriever reiterated that the council had the right to establish whatever path they choose for business license appeals.

When asked how other cities managed the appeals, Ms. Schriever responded that it varies from city to city. Some cities have the manager be the appeal body, but others have the council or even an independent person hired for that appeal. Ms. Schriever encouraged the council to adopt most of the proposed changes, which will fix issues the city currently has as it brings structure to the appeal. The intent was to bring three appeal processes into one.

Council Member Carroll stated she initially viewed it as an administrative role, but she can see how it would be helpful to take an appeal off staff.

There was a discussion on the current appeal process and the information shared at the open meeting. Concerns were that sensitive information may be presented as it is laid out to the council. It was brought up that if an appeal had to be made, it would be more efficient with the proposed process rather than needing to be brought to the council.

Council Member Hunter asked if they made a provision around the bonding for messenger services. Ms. Schriever stated that it had been removed.

Mayor Frost stated they are accountable to the residents, but he was comfortable with staff taking this on. It was a benefit to the applicant in getting a quicker response than having to wait.

Ms. Schriever commented that they could limit it. Last year, the two appeals the council heard were de novo, meaning they were providing additional evidence at the council meeting. One option was that a final appeal be made to the council on the record that was already developed by the city administrator or his designee. This would have the council review just what was provided, and that they would not take additional information. The applicant could then go to district court if they chose. The council did like that option.

Mayor Frost brought up the idea that he wanted an option where they could stop a business quickly, with a chance to appeal, rather than bring something forward to the city council that may take a few weeks. Ms. Schriever stated she could craft some language that would have some type of stoppable affect during the appeal period, but until there is a final appealable order it was hard to enforce. It could be addressed by having a 10-day period to appeal; the question was how quickly it would get before the council.

Mayor Frost commented they could pass this as presented and then have legal counsel look into further changes. Mr. Bunker asked if they could include a provision that the city administrator notify the council of the appeal before the final determination, so that council could then ask any questions they may have.

Council Member Hunter noted he would be comfortable with the appeal going through the city administrator and then being brought to the council to review only what was previously provided.

The council agreed that they could adopt this but then have legal counsel bring back changes pertaining to the appeals process.

Council Member Taylor moved to adopt Ordinance No. 2026-03-06 amending Title 5 of the city code related to business licenses. Council Member Staci Carroll seconded the motion. Voting was as follows:

Result:	Adopted
Mover:	Council Member Taylor
Secunder:	Council Member Carroll
Yes:	Staci Carroll, Tim Holley, Ryan Hunter, Clark Taylor

Absent:	Ernie John
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7. Review and action on a resolution declaring certain real property to be surplus property and authorizing the disposition of the property to the Utah Department of Transportation.
Council Member Taylor moved to adopt Resolution No. 2026-03-12R declaring real property to be surplus and authorizing the disposition of the property to UDOT. Council Member Holley seconded the motion.

Mayor Frost noted this property was approximately 700 West 900 South.

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

Result:	Adopted
Mover:	Council Member Taylor
Seconded:	Council Member Holley
Yes:	Staci Carroll, Tim Holley, Ryan Hunter, Clark Taylor
Absent:	Ernie John

8. Review and action on an agreement with Cedar Hills for public safety services.
 Mayor Frost noted that Cedar Hills has passed this agreement.

Council Member Carroll thanked staff for their work on this, commenting that she hoped this would be fair for both parties.

Council Member Taylor moved to approve the public safety services agreement between American Fork City and Cedar Hills and authorize the city to sign the necessary documents. Council Member Carroll seconded the motion. Voting was as follows:

Result:	Approved
Mover:	Council Member Taylor
Seconded:	Council Member Carroll
Yes:	Staci Carroll, Tim Holley, Ryan Hunter, Clark Taylor
Absent:	Ernie John

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

The meeting was adjourned at 8:17 p.m.



Terilyn Lurker, City Recorder