



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 public hearing in conjunction with the regular session on Tuesday, May 26, 2026, in the American Fork City Hall, 31 North Church Street, commencing at 7:00 p.m. The agenda shall be as follows:

PUBLIC HEARING

1. Receive public comments on amendments to the fiscal year ending June 30, 2026, city budget.
2. Receive public comment on the 620 South Annexation consisting of 6.816 acres and located at approximately 700 West 620 South.

REGULAR SESSION

1. Pledge of Allegiance; Invocation by Council Member Carroll; roll call.
2. Twenty-minute public comment period - limited to two minutes per person.
3. City Administrator's Report
4. Council Reports
5. Mayor's Report

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 April 28, 2026, work session minutes.
2. Approval of the May 5, 2026, work session minutes.
3. Approval of the May 12, 2026, city council minutes.
4. Approval of a Class A Beer license for Mid City Enterprises Inc, DBA Mid City Lounge, located at 494 North 950 West Suite A.
5. Ratification of city payments (May 6, 2026, to May 19, 2026) and approval of purchase requests over \$50,000.

ACTION ITEMS

1. Review and action on a resolution approving amendments to the fiscal year ending June 30, 2026, city budgets.
2. Review and action on an ordinance approving the disbursement of FY2025-2026 PARC Tax funds.
3. Review and action on acceptance of the withdrawal of application for the Chipman/Stake Center Annexation.
4. Review and action for an approval of a reimbursement agreement for Climb Ventures LLC for the Climb Concrete project.
5. Review and action on a resolution approving fireworks restrictions for 2026.

6. Review and action on a resolution providing for the disposition of lost or mislaid property or seized property.
7. Review and action on an ordinance approving amendments to Chapter 5 of the American Fork Municipal Code regarding final appeals to the City Council on certain business license decisions.
8. Consideration and action to enter into a closed session to discuss the character or professional competence of an individual as described in Utah State Code 52-4-204 and 52-4-205.
9. Adjournment.

Dated this 21st day of May 2026.

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.



**REQUEST FOR COUNCIL ACTION
CITY OF AMERICAN FORK
MAY 26, 2026**

Department Recorder Director Approval Terilyn Lurker

AGENDA ITEM Approval of a Class B Beer License for Mid City Enterprises Inc. (DBA Mid City Lounge) located at 494 North 950 West Suite A.

BACKGROUND

Mid City Lounge is applying for a Class B beer license. This is a new license application.

BUDGET IMPACT

\$300 application fee (renewal).

SUGGESTED MOTION

I move to approve a Class B beer license for Mid City Enterprises Inc. (DBA Mid City Lounge).

SUPPORTING DOCUMENTS

Mid City Enterprises Inc - Class A Beer License (PDF)

American Fork

Printed: 05/18/2026

4.4.a

Mid City Enterprises, INC

05/18/2026 - 12/31/2026

Beer/Alcoholic Beverage Business License

General

Application Status

New

Permit/License #

7840589

Reference Number

0dd4c550-52cc-11f1-af70-8b30c04de015

Status

Active

Application Review Status

Pre-Review	Not Reviewed	Date Submitted
Final-Review	Not Reviewed	05/18/2026

Fees

Payments

New Beer/Alcoholic Beverage Application Fee	\$300.00
Subtotal	\$300.00
Amount Paid	\$0.00

There are no payments

Application Form Data

(Empty fields are not included)

Applicant First Name

Beau

Applicant Last Name

Maxon

Phone Number

Email Address

beau@midcityvaporlounge.com

Date of Birth

Age

Attachment: Mid City Enterprises Inc - Class A Beer License - Mid City Lounge

Are you a US Citizen?

Yes

Social Security #



[Reveal](#)

Home Address (Street)

[Redacted]

City

[Redacted]

State

[Redacted]

Zip

[Redacted]

Name of Business to be Licensed

Mid City Enterprises, INC

DBA

Mid City Lounge

Business Address

494 N 950 W Suite A

City

American Fork

State

UT

Zip

84003

Business Phone

(801) 597-1841

Type of American Fork City License

Class A Beer

Type of DABC License Applying for

Off-Premise Beer

Signature

I hereby certify that I have complied with the requirements and possess the qualifications specified in the Alcoholic Beverage Control Act, and that all the information I have provided in this application is true.

I hereby certify that I have never been convicted of a felony, or any misdemeanor involving moral turpitude, or of any violation of any law or ordinance relating to alcoholic beverages, including DUI offenses.

I agree that if a license is issued, it shall be subject to suspension or revocation as provided in Chapter 5.08 of the American Fork City Code. I further agree to post any bonds required by the City pursuant to the terms of Chapter 5.08 of the City Code. No business license shall be transferred from one person to another, nor from one location to another.

Electronically Signed

Beau Maxon - 05/18/2026 9:12 am



**REQUEST FOR COUNCIL ACTION
CITY OF AMERICAN FORK
MAY 26, 2026**

Department Recorder Director Approval Terilyn Lurker

AGENDA ITEM Review and action on a resolution approving adjustments to the fiscal year ending June 30, 2026 budget.

SUMMARY RECOMMENDATION

Staff recommends approval.

BACKGROUND

Utah state law allows for periodic amendments to the adopted budget to ensure budgets are not over expended and anticipated revenues cover allowable expenditures. It is in the City's best interest to maintain budgetary compliance.

Several proposed amendments are to adjust for budget impacts of council actions approved throughout the fiscal year, at the requests of certain departments, or to reallocate streets operations, maintenance, and improvements to a new General Funds-Roads.

BUDGET IMPACT

Several funds will be impacted by these amendments. Revenues and reserves, as applicable, are sufficient to support all expenditure increases. Please see the attached documentation for more detail.

SUGGESTED MOTION

I move to approve the resolution adopting budget adjustments for the fiscal year ending June 30, 2026 budget.

SUPPORTING DOCUMENTS

Budget Amendment Resolution 5.26.26 (DOCX)
5.26.26 Budget Amendments (PDF)

RESOLUTION NO. _____

A RESOLUTION REVISING THE AMERICAN FORK CITY 2025-2026 BUDGETS.

WHEREAS, American Fork City is required by Utah State Law to maintain a balanced budget for fiscal year ending June 30, 2026; and

WHEREAS, said budget includes the General Fund, General Fund-Roads, Municipal Building Authority Fund, Fitness Center Fund, PARC Tax Fund, Celebration Fund, General Capital Projects Fund, Park Impact Fee Fund, Road Capital Projects Fund, and Sanitation Fund;

WHEREAS, American Fork City has complied with all legal requirements,

NOW THEREFORE, be it resolved that the attached budget amendments are adopted for fiscal year 2025-2026.

PASSED AND SIGNED THIS 26th DAY OF May, 2026.

APPROVED:

Bradley J. Frost, Mayor

ATTEST:

Terilyn Lurker, City Recorder

Attachment: Budget Amendment Resolution 5.26.26 (FYE 6.30.26 Budget adjustments)

AMERICAN FORK CITY
 RECOMMENDED BUDGET AMENDMENTS FY2026
 MAY 26, 2026

GL ACCOUNT	GL ACCOUNT DESCRIPTION	FY 2026 YEAR- END ESTIMATE	2026 APPROVED BUDGET	PROPOSED AMENDMENT	2026 BUDGET AFTER AMENDMENT	EXPLANATION
GENERAL FUND						
Revenues						
10-3100-300	Sales Tax	13,997,797	13,816,797	181,000	13,997,797	
10-3407-000	Ambulance Services	3,394,000	3,100,000	294,000	3,394,000	Offsets Fire OT and Parttime coverage
10-3642-000	Capital Contributions-Street Lights	-	500,000	(500,000)	-	Reallocate to Fund 11
10-3658-000	Donations/Other - Senior Center	35,000	-	35,000	35,000	Offsets Senior Meal Program & Activities
TOTAL RECOMMENDED REVENUE ADJUSTMENTS - GENERAL FUND				\$ 10,000		
Expenditures						
Fire						
10-4260-110	Overtime Wages	305,628	263,628	42,000	305,628	shift coverage
10-4260-120	Part time Wages	955,194	703,194	252,000	955,194	shift coverage & transports
TOTAL RECOMMENDED EXPENDITURE ADJUSTMENTS - FIRE				\$ 294,000		
Streets						
10-4410-100	Salaries & Wages - Full Time	(519,873)		(519,873)	(519,873)	To Fund 11
10-4410-110	Salaries & Wages - Overtime	(35,000)		(35,000)	(35,000)	To Fund 11
10-4410-120	Salaries & Wages - Part-Time	(29,652)		(29,652)	(29,652)	To Fund 11
10-4410-130	Employee Benefits	(251,306)		(251,306)	(251,306)	To Fund 11
10-4410-135	Salaries & Wages - Sick Leave Buyback	(10,016)		(10,016)	(10,016)	To Fund 11
10-4410-230	Employee Development	(3,500)		(3,500)	(3,500)	To Fund 11
10-4410-231	Employee Recognition	(140)		(140)	(140)	To Fund 11
10-4410-240	Supplies	(1,000)		(1,000)	(1,000)	To Fund 11
10-4410-245	Department Branding	(350)		(350)	(350)	To Fund 11
10-4410-255	Uniforms & PPE	(3,500)		(3,500)	(3,500)	To Fund 11
10-4410-270	Utilities	(85,000)		(85,000)	(85,000)	To Fund 11
10-4410-280	Telephone and WiFi	(6,000)		(6,000)	(6,000)	To Fund 11
10-4410-294	Equipment Maintenance & Repair	(30,000)		(30,000)	(30,000)	To Fund 11
10-4410-295	Software Licensing & Maintenance Agree	(12,450)		(12,450)	(12,450)	To Fund 11
10-4410-310	Professional and Technical Services	(35,000)		(35,000)	(35,000)	To Fund 11
10-4410-351	Debris Hauling	(5,000)		(5,000)	(5,000)	To Fund 11
10-4410-400	Road Maintenance	(500,000)		(500,000)	(500,000)	To Fund 11
10-4410-401	Sidewalk Maintenance	(350,000)		(350,000)	(350,000)	To Fund 11
10-4410-402	Street Light Maintenance	(150,000)		(150,000)	(150,000)	To Fund 11
10-4410-403	Traffic Signal Maintenance	(15,000)		(15,000)	(15,000)	To Fund 11
10-4410-480	Special Departmental Supplies	(15,000)		(15,000)	(15,000)	To Fund 11
10-4410-560	Claims and Judgments	(11,000)		(11,000)	(11,000)	To Fund 11
10-4410-662	Administration Charges-Broadband	(2,556)		(2,556)	(2,556)	To Fund 11
10-4410-671	Internal Charges-Fleet Maintenance	(90,000)		(90,000)	(90,000)	To Fund 11
10-4410-673	Internal Charges-Technology	(13,049)		(13,049)	(13,049)	To Fund 11
10-4410-674	Internal Charges-Building Maint	(53,419)		(53,419)	(53,419)	To Fund 11

Attachment: 5.26.26 Budget Amendments (FYE 6.30.26 Budget adjustments)

AMERICAN FORK CITY
 RECOMMENDED BUDGET AMENDMENTS FY2026
 MAY 26, 2026

GL ACCOUNT	GL ACCOUNT DESCRIPTION	FY 2026 YEAR- END ESTIMATE	2026 APPROVED BUDGET	PROPOSED AMENDMENT	2026 BUDGET AFTER AMENDMENT	EXPLANATION
10-4410-737	Improvements - Street Lights	(500,000)		(500,000)	(500,000)	To Fund 11
TOTAL RECOMMENDED EXPENDITURE ADJUSTMENTS - STREETS				\$ (2,727,811)		
Parks						
10-4520-270	Utilities	162,000	70,000	92,000	162,000	Irrigation and storm drain charges for parks
10-4520-295	Software Licensing & Maintenance Agree	16,000	-	16,000	16,000	Weathertrak subscription & Placer AI
TOTAL RECOMMENDED EXPENDITURE ADJUSTMENTS - PARKS				\$ 108,000		
Senior Center						
10-4530-475	Senior Center Meal Program	45,000	25,000	20,000	45,000	Offset by Revenue
10-4530-476	Senior Center Excursions	38,000	15,000	23,000	38,000	Offset by Revenue
TOTAL RECOMMENDED EXPENDITURE ADJUSTMENTS - SENIOR CENTER				\$ 43,000		
Transfers						
10-4900-911	Transfer to General Fund-Roads	2,227,811	-	2,227,811	2,227,811	Streets Operations
10-4900-924	Transfer to Fitness Center	1,242,216	1,192,216	50,000	1,242,216	
10-4900-928	Transfer to Celebration Fund	53,000	38,000	15,000	53,000	
TOTAL RECOMMENDED EXPENDITURE ADJUSTMENTS - TRANSFERS				\$ 2,292,811		
TOTAL RECOMMENDED EXPENDITURE ADJUSTMENTS - GENERAL FUND				\$ 10,000		

GENERAL FUNDS-ROADS						
Revenues						
11-3110-000	Property Taxes	500,000		500,000	500,000	Reallocate from General Capital Fund 43
11-3366-000	Grants-UDOT	74,000		74,000	74,000	Reallocate from General Capital Fund 43
11-3131-000	Sales Tax-Transportation	1,100,000		1,100,000	1,100,000	Reallocate from Roads CIP Fund 49
11-3131-000	Sales Tax-Transportation	300,000		300,000	300,000	Additional Revenue
11-3132-000	Sales Tax-5th/5th	500,000		500,000	500,000	Reallocate from Roads CIP Fund 49
11-3132-000	Sales Tax-5th/5th	200,000		200,000	200,000	Additional Revenue
11-3381-000	Class C Road Allocation	1,800,000		1,800,000	1,800,000	Reallocate from Roads CIP Fund 49
11-3381-000	Class C Road Allocation	250,000		250,000	250,000	Additional Revenue
11-3600-000	Interest Earnings	250,000		250,000	250,000	Estimated Interest Revenue
11-3642-000	Capital Contributions-Street Lights	500,000	-	500,000	500,000	Reallocated from Fund 10
11-3910-000	Transfer from General Fund	2,227,811	-	2,227,811	2,227,811	Streets Operations
11-3949-000	Transfer from Roads CIP	11,000,000	-	11,000,000	11,000,000	Clear Fund Balance for Fund 49
TOTAL RECOMMENDED REVENUE BUDGET ADJUSTMENTS				\$ 18,701,811		
Expenses						
11-4410-100	Salaries & Wages - Full Time	519,873		519,873	519,873	From Fund 10-Streets Operations
11-4410-110	Salaries & Wages - Overtime	35,000		35,000	35,000	From Fund 10-Streets Operations
11-4410-120	Salaries & Wages - Part-Time	29,652		29,652	29,652	From Fund 10-Streets Operations
11-4410-130	Employee Benefits	251,306		251,306	251,306	From Fund 10-Streets Operations
11-4410-135	Salaries & Wages - Sick Leave Buyback	10,016		10,016	10,016	From Fund 10-Streets Operations
11-4410-230	Employee Development	3,500		3,500	3,500	From Fund 10-Streets Operations

Attachment: 5.26.26 Budget Amendments (FYE 6.30.26 Budget adjustments)

AMERICAN FORK CITY
 RECOMMENDED BUDGET AMENDMENTS FY2026
 MAY 26, 2026

GL ACCOUNT	GL ACCOUNT DESCRIPTION	FY 2026 YEAR- END ESTIMATE	2026 APPROVED BUDGET	PROPOSED AMENDMENT	2026 BUDGET AFTER AMENDMENT	EXPLANATION
11-4410-231	Employee Recognition	140		140	140	From Fund 10-Streets Operations
11-4410-240	Supplies	1,000		1,000	1,000	From Fund 10-Streets Operations
11-4410-245	Department Branding	350		350	350	From Fund 10-Streets Operations
11-4410-255	Uniforms & PPE	3,500		3,500	3,500	From Fund 10-Streets Operations
11-4410-270	Utilities	85,000		85,000	85,000	From Fund 10-Streets Operations
11-4410-280	Telephone and WiFi	6,000		6,000	6,000	From Fund 10-Streets Operations
11-4410-294	Equipment Maintenance & Repair	30,000		30,000	30,000	From Fund 10-Streets Operations
11-4410-295	Software Licensing & Maintenance Agree	12,450		12,450	12,450	From Fund 10-Streets Operations
11-4410-310	Professional and Technical Services	35,000		35,000	35,000	From Fund 10-Streets Operations
11-4410-351	Debris Hauling	5,000		5,000	5,000	From Fund 10-Streets Operations
11-4410-400	Road Maintenance	500,000		500,000	500,000	From Fund 10-Streets Operations
11-4410-401	Sidewalk Maintenance	350,000		350,000	350,000	From Fund 10-Streets Operations
11-4410-402	Street Light Maintenance	150,000		150,000	150,000	From Fund 10-Streets Operations
11-4410-403	Traffic Signal Maintenance	15,000		15,000	15,000	From Fund 10-Streets Operations
11-4410-480	Special Departmental Supplies	15,000		15,000	15,000	From Fund 10-Streets Operations
11-4410-560	Claims and Judgments	11,000		11,000	11,000	From Fund 10-Streets Operations
11-4410-662	Administration Charges-Broadband	2,556		2,556	2,556	From Fund 10-Streets Operations
11-4410-671	Internal Charges-Fleet Maintenance	90,000		90,000	90,000	From Fund 10-Streets Operations
11-4410-673	Internal Charges-Technology	13,049		13,049	13,049	From Fund 10-Streets Operations
11-4410-674	Internal Charges-Building Maint	53,419		53,419	53,419	From Fund 10-Streets Operations
11-4410-737	Improvements - Street Lights	500,000		500,000	500,000	From Fund 10-Streets Operations
11-4410-310	Streets-Safe Route to Schools	100,000		100,000	100,000	From Fund 43-Safe Route to Schools offset by grant revenue
11-4410-310	Streets-Transit Loop Feasibility	88,488		88,488	88,488	From Fund 43-Transit Loop Feasibility
11-4410-404	Street Signs & Pavement Markings	10,500		10,500	10,500	From Fund 43-Traffic Calming
11-4410-404	Street Signs & Pavement Markings	298,012		298,012	298,012	From Fund 43-Striping
11-4410-734	Improvements - Sidewalks	52,000		52,000	52,000	From Fund 43-ADA Sidewalk Improvements
11-4410-737	Improvements - Street Lights	25,000		25,000	25,000	From Fund 43-Street Lighting Upgrade
11-4410-731	Improvements-Roads	2,868,066		2,868,066	2,868,066	From Fund 49-Pavement Management Plan
11-4410-731	Improvements-Roads	(355,200)		(355,200)	(355,200)	Reallocate to Slurry Seal per PO20260083
11-4410-731	Improvements-Roads	700,000		700,000	700,000	From Fund 49-Automall Drive
11-4410-731	Improvements-Roads	100,000		100,000	100,000	From Fund 49-100 W Improvements
11-4410-732	Improvements-Roads Overlay	250,000		250,000	250,000	From Fund 49-Overlay
11-4410-408	Improvements-Roads Crack Seal	150,000		150,000	150,000	From Fund 49-Crack Seal
11-4410-407	Improvements-Roads Slurry/Microsurf	100,000		100,000	100,000	From Fund 49-Microsurface
11-4410-407	Improvements-Roads Slurry/Microsurf	355,200		355,200	355,200	Contract with Intermountain Slurry Seal PO20260083
11-4410-734	Improvements-Sidewalks	31,934		31,934	31,934	From Fund 49-Sidewalks 100 West
TOTAL RECOMMENDED EXPENSE BUDGET ADJUSTMENTS				\$ 7,501,811		

Attachment: 5.26.26 Budget Amendments (FYE 6.30.26 Budget adjustments)

AMERICAN FORK CITY
 RECOMMENDED BUDGET AMENDMENTS FY2026
 MAY 26, 2026

GL ACCOUNT	GL ACCOUNT DESCRIPTION	FY 2026 YEAR- END ESTIMATE	2026 APPROVED BUDGET	PROPOSED AMENDMENT	2026 BUDGET AFTER AMENDMENT	EXPLANATION
MUNICIPAL BUILDING AUTHORITY						
Revenues						
	Use of Reserves			200,000	200,000	
TOTAL RECOMMENDED REVENUE BUDGET ADJUSTMENTS				\$ 200,000		
Expenditures						
23-4155-720	Buildings (New Construction)	200,000		200,000	200,000	Public Works Facility Improvements
TOTAL RECOMMENDED EXPENDITURE BUDGET ADJUSTMENTS				\$ 200,000		
FITNESS CENTER FUND						
Revenues						
24-3910-000	Transfer from General Fund	50,000		50,000	50,000	
TOTAL RECOMMENDED REVENUE BUDGET ADJUSTMENTS				\$ 50,000		
Expenditures						
24-4510-615	Credit Card/Bank Processing Fees	50,000		50,000	50,000	higher transaction fees
TOTAL RECOMMENDED EXPENDITURE BUDGET ADJUSTMENTS				\$ 50,000		
PARC TAX FUND						
Revenues						
	Use of Reserves			91,200		
TOTAL RECOMMENDED REVENUE BUDGET ADJUSTMENTS				\$ 91,200		
Expenditures						
26-4150-295	Software Licensing & Maintenance	4,200		4,200	4,200	Placer AI Subscription
26-4150-310	PARC Parks/Recreation	7,000		7,000	7,000	PARC audit
26-4150-652	PARC Parks/Recreation	(538,500)		(961,500)	(961,500)	Reallocation to approved projects
26-4150-652	PARC Parks/Recreation	350,000		350,000	350,000	Art Dye Bond
26-4150-652	PARC Parks/Recreation	80,000		80,000	80,000	Monarch Park
26-4150-652	PARC Parks/Recreation	24,000		24,000	24,000	Boat Harbor Improvements
26-4150-652	PARC Parks/Recreation	179,150		179,150	179,150	Beehive Park
26-4150-652	PARC Parks/Recreation	185,000		185,000	185,000	Lakeview Park
26-4150-652	PARC Parks/Recreation	95,420		95,420	95,420	Evergreen Park Basketball & Pickleball
26-4150-652	PARC Parks/Recreation	125,880		125,880	125,880	Lion's Park
26-4150-652	PARC Parks/Recreation	5,500		5,500	5,500	Cemetery Memorial Stone
26-4150-651	PARC Arts/Culture	(961,500)		(538,500)	(538,500)	Reallocation to approved projects
26-4150-651	PARC Arts/Culture	2,786		2,786	2,786	Wasatch Dance
26-4150-651	PARC Arts/Culture	72,000		72,000	72,000	Wasatch Music Alliance
26-4150-651	PARC Arts/Culture	25,050		25,050	25,050	Friends of American Fork Library
26-4150-651	PARC Arts/Culture	213,000		213,000	213,000	Timpanogos Arts Foundation
26-4150-651	PARC Arts/Culture	127,000		127,000	127,000	Harrington Center for the Arts
26-4150-651	PARC Arts/Culture	8,000		8,000	8,000	Timpanogos Symphony
26-4150-651	PARC Arts/Culture	65,684		65,684	65,684	American Fork Library

Attachment: 5.26.26 Budget Amendments (FYE 6.30.26 Budget adjustments)

AMERICAN FORK CITY
 RECOMMENDED BUDGET AMENDMENTS FY2026
 MAY 26, 2026

GL ACCOUNT	GL ACCOUNT DESCRIPTION	FY 2026 YEAR- END ESTIMATE	2026 APPROVED BUDGET	PROPOSED AMENDMENT	2026 BUDGET AFTER AMENDMENT	EXPLANATION
26-4150-651	PARC Arts/Culture	14,530		14,530	14,530	Timpanogos Chorale
26-4150-651	PARC Arts/Culture	7,000		7,000	7,000	Nashville in the Rockies
TOTAL RECOMMENDED EXPENDITURE BUDGET ADJUSTMENTS				\$ 91,200		

CELEBRATION FUND						
Revenues						
28-3458-000	Steel Days Event Registration	25,000		25,000	25,000	offset to event registration expense
28-3910-000	Transfer In General Fund	53,000	38,000	15,000	53,000	To fund the float
TOTAL RECOMMENDED REVENUE BUDGET ADJUSTMENTS				\$ 40,000		
Expenditures						
28-4170-250	Equipment	15,000		15,000	15,000	approved by council at 5/12/26
28-4170-443	Event Registrations	25,000		25,000	25,000	pass through to chamber for event registration fees
TOTAL RECOMMENDED EXPENDITURE BUDGET ADJUSTMENTS				\$ 40,000		

GENERAL CAPITAL PROJECTS						
Revenues						
43-3110-000	Property Taxes	(500,000)		(500,000)	(500,000)	Reallocate to General Funds Roads Fund 11
43-3366-000	Grants-UDOT	(74,000)		(74,000)	(74,000)	Reallocate to General Funds Roads Fund 11
TOTAL RECOMMENDED REVENUE BUDGET ADJUSTMENTS				\$ (574,000)		
Expenses						
43-4410-310	Streets-Safe Route to Schools	(100,000)		(100,000)	(100,000)	To Fund 11-Safe Route to Schools offset by grant revenue
43-4410-310	Streets-Transit Loop Feasibility	(88,488)		(88,488)	(88,488)	To Fund 11-Transit Loop Feasibility
43-4410-404	Street Signs & Pavement Markings	(10,500)		(10,500)	(10,500)	To Fund 11-Traffic Calming
43-4410-404	Street Signs & Pavement Markings	(298,012)		(298,012)	(298,012)	To Fund 11-Striping
43-4410-720	Buildings (New Construction)	(100,000)		(100,000)	(100,000)	To Fund 11-Public Works Facility Improvements
43-4410-734	Improvements - Sidewalks	(52,000)		(52,000)	(52,000)	To Fund 11-ADA Sidewalk Improvements
43-4410-737	Improvements - Street Lights	(25,000)		(25,000)	(25,000)	To Fund 11-Street Lighting Upgrade
TOTAL RECOMMENDED EXPENSE BUDGET ADJUSTMENTS				\$ (674,000)		

PARK IMPACT FEE FUND						
Revenues						
	Use of Fund Balance			140,000		
TOTAL RECOMMENDED REVENUE BUDGET ADJUSTMENTS				\$ 140,000		
Expenses						
45-4520-738	Improvements-Parks & Trails	4,410,042	4,270,042	140,000	4,410,042	Slough Trail
TOTAL RECOMMENDED EXPENSE BUDGET ADJUSTMENTS				\$ 140,000		

Attachment: 5.26.26 Budget Amendments (FYE 6.30.26 Budget adjustments)

AMERICAN FORK CITY
 RECOMMENDED BUDGET AMENDMENTS FY2026
 MAY 26, 2026

GL ACCOUNT	GL ACCOUNT DESCRIPTION	FY 2026 YEAR- END ESTIMATE	2026 APPROVED BUDGET	PROPOSED AMENDMENT	2026 BUDGET AFTER AMENDMENT	EXPLANATION
ROADS CAPITAL PROJECTS FUND						
Revenues						
49-3131-000	Sales Tax-Transportation	(1,100,000)		(1,100,000)	(1,100,000)	Reallocate to General Funds Roads Fund 11
49-3132-000	Sales Tax-5th/5th	(500,000)		(500,000)	(500,000)	Reallocate to General Funds Roads Fund 11
49-3381-000	Class C Road Allocation	(1,800,000)		(1,800,000)	(1,800,000)	Reallocate to General Funds Roads Fund 11
TOTAL RECOMMENDED REVENUE BUDGET ADJUSTMENTS				\$ (3,400,000)		
Expenses						
49-4410-731	Improvements-Roads	(2,868,066)		(2,868,066)	(2,868,066)	To Fund 11-Pavement Management Plan
49-4410-731	Improvements-Roads	(700,000)		(700,000)	(700,000)	To Fund 11-Automall Drive
49-4410-731	Improvements-Roads	(100,000)		(100,000)	(100,000)	To Fund 11-100 W Improvements
49-4410-732	Improvements-Roads Overlay	(250,000)		(250,000)	(250,000)	To Fund 11-Overlay
49-4410-733	Improvements-Roads Chip Seal	(150,000)		(150,000)	(150,000)	To Fund 11-Crack Seal
49-4410-733	Improvements-Roads Chip Seal	(100,000)		(100,000)	(100,000)	To Fund 11-Microsurface
49-4410-734	Improvements-Sidewalks	(31,934)		(31,934)	(31,934)	To Fund 11-Sidewalks 100 West
49-4900-911	Transfer to General Fund-Roads	11,000,000	-	11,000,000	11,000,000	Clear Fund Balance for Fund 49
TOTAL RECOMMENDED EXPENSE BUDGET ADJUSTMENTS				\$ 6,800,000		

SANITATION FUND						
Revenues						
68-3751-000	Charges for Services - Refuse	1,658,000	1,600,000	58,000	1,658,000	
TOTAL RECOMMENDED REVENUE BUDGET ADJUSTMENTS				\$ 58,000		
Expenses						
68-5510-643	Waste Disposal - Recycling	615,792	597,792	18,000	615,792	Republic Services increased usage & rates
68-5510-641	Waste Disposal - First Can	955,311	929,311	26,000	955,311	Republic Services increased usage & rates
68-5510-642	Waste Disposal - 2nd Can	185,549	171,549	14,000	185,549	Republic Services increased usage & rates
TOTAL RECOMMENDED REVENUE BUDGET ADJUSTMENTS				\$ 58,000		

Revenues/Use of Fund Balance	15,317,011
Expenditures	<u>14,217,011</u>
	1,100,000
	100,000
	300,000
	200,000
	250,000
	<u>250,000</u>
	1,100,000

Fund 43 Public Works Facility budgeted in Fund 23
 Fund 11 Sales Tax-Transportation
 Fund 11 Sales Tax-5th/5th
 Fund 11 Class C Road Allocation
 Fund 11 Interest Earnings

Attachment: 5.26.26 Budget Amendments (FYE 6.30.26 Budget adjustments)



**REQUEST FOR COUNCIL ACTION
CITY OF AMERICAN FORK
MAY 26, 2026**

Department Recorder Director Approval Terilyn Lurker

AGENDA ITEM Review and action on an ordinance approving the disbursement of fiscal year 2025-2026 PARC Tax Funds.

SUMMARY RECOMMENDATION

It is recommended the council approve the proposed disbursement.

BACKGROUND

The PARC Tax Advisory Board has reviewed the applications for PARC Tax funds, with the applicants presenting their requests to the board. After deliberations, the PARC Tax Board has presented their recommended allocations to the council. The council discussed the recommendations at the May 6th work session.

It is proposed the council approve the following disbursements:

American Fork City	\$ 1,110,634.00
Friends of American Fork Library	\$ 25,050.00
Harrington Center for the Arts	\$ 127,000.00
Nashville in the Rockies	\$ 7,000.00
Timpanogos Arts Foundation	\$ 213,000.00
Timpanogos Chamber Music	\$ 8,000.00
Timpanogos Chorale of Utah	\$ 14,530.00
Wasatch Contemporary Dance	\$ 2,786.00
Wasatch Music Alliance	\$ 72,000.00
Total	\$ 1,580,000.00

See the attached ordinance for a further breakdown of allocations.

BUDGET IMPACT

\$1,580,000.00

SUGGESTED MOTION

Move to adopt the ordinance approving the disbursement of the fiscal year 2025-2026 PARC Tax funds as presented and allow the city administrator to enter into the disbursement contracts, with terms substantially similar to those presented, under the direction of the mayor.

OR

Move to adopt the ordinance approving the disbursement of the fiscal year 2025-2026 PARC Tax funds as follows: (list approved disbursements), and allow the city administrator to enter into disbursement contracts, with terms substantially similar to those presented, under the direction of the mayor.

SUPPORTING DOCUMENTS

2025-2026 PARC Tax Allocations - final (DOCX)
Final 2026-2027 PARC Recommendations to Council (DOCX)
PARC Tax agreement - TEMPLATE (DOCX)

ORDINANCE NO. _____

AN ORDINANCE PROVIDING FOR THE DISTRIBUTION OF FISCAL YEAR 2025/2026 PARC TAX REVENUES

WHEREAS, on December 9, 2014 American Fork City Council approved Ordinance No. 2014-12-46, the Parks, Arts, Recreation and Culture Sales and Use Tax (PARC Tax);

WHEREAS, the PARC Tax became effective April 1, 2015;

WHEREAS, the City Council recognizes that parks, arts, recreation and culture enrich the quality of life in a community;

WHEREAS, the City Council desires to encourage and support the advancement or recreational and cultural facilities and cultural arts organization in American Fork; and

WHEREAS, the purpose of this ordinance is to provide for the distribution of the Fiscal Year 2023/2024 PARC Tax revenues.

NOW THEREFORE, be it ordained by the American Fork City Council as follows:

1. The American Fork City Council hereby authorizes the distribution of Fiscal Year 2025/2026 PARC Tax Revenues to the **American Fork City** in the amount of \$1,110,634.00 for the following projects:

- Art Dye Bond Payment \$ 350,000.00
- Monarch Park Improvements \$ 80,000.00
- Beehive Park Improvements \$ 179,150.00
- Lakeview Park \$ 185,000.00
- Evergreen Park Basketball & Pickleball \$ 95,420.00
- Boat Harbor Dock Replacement \$ 24,000.00
- Lion’s Park Improvements \$ 125,880.00
- AF Library – Teen Area Phase 3 \$ 65,684.00
- Cemetery – Veteran’s Memorial Stone \$ 5,500.00

2. American Fork City Council hereby authorizes the distribution of Fiscal Year 2025/2026 PARC Tax revenues to the **Friends of the American Fork Library** in the amount of \$25,050.00 for the following projects:

- Author Event Series \$ 6,000.00
- First Grade Book Fairy Project \$ 13,050.00
- Unearth a Story Project \$ 6,000.00

3. American Fork City Council hereby authorizes the distribution of Fiscal Year 2025/2026 PARC Tax revenues to the **Harrington Center for the Arts** in the amount of \$127,000.00 for the following projects:

- Concerts in the Park \$ 34,000.00
- Fork Fest \$ 65,000.00
- Living Bethlehem & Christmas Market \$ 25,000.00
- Sculpture Walk \$ 3,000.00

Attachment: 2025-2026 PARC Tax Allocations - final (FY2025/2026 PARC Tax Allocations)

4. American Fork City Council hereby authorizes the distribution of Fiscal Year 2025/2026 PARC Tax revenues to the **Nashville in the Rockies** in the amount of \$7,000.00 for the following project:

- Community Concert \$ 7,000.00

5. American Fork City Council hereby authorizes the distribution of Fiscal Year 2025/2026 PARC Tax revenues to **Timpanogos Arts Foundation** in the amount of \$213,000.00 for the following projects:

- Administrative Grant Request \$ 65,000.00
- TAF Theater Programs \$ 85,000.00
- TAF Instrumental Programs \$ 37,000.00
- Timpanogos Visual Arts Program \$ 2,000.00
- Timpanogos Youth Choir Program \$ 10,000.00
- Choral Programs \$ 14,000.00

6. American Fork City Council hereby authorizes the distribution of Fiscal Year 2025/2026 PARC Tax revenues to **Timpanogos Chamber Music** in the amount of \$8,000.00 for the following project:

- Concert Series \$ 8,000.00

7. American Fork City Council hereby authorizes the distribution of Fiscal Year 2025/2026 PARC Tax revenues to **Timpanogos Chorale of Utah** in the amount of \$14,530.00 for the following project:

- July 2026 America 250 Patriotic Concert \$ 2,360.00
- December 2026 AF Main Christmas Concert \$ 2,360.00
- December 2026 AF Library Christmas Concert \$ 1,860.00
- November 2026 AF Veteran’s Day Program \$ 1,400.00
- May 2027 AF Main Spring Concert \$ 2,360.00
- May 2027 Library Concert \$ 1,860.00
- December 2026 AF Care Center Performance \$ 930.00
- May 2027 AF Care Center Performance \$ 930.00
- July 2026 AF Anthem for Daughters of Utah Pioneers \$ 470.00

8. American Fork City Council hereby authorizes the distribution of Fiscal Year 2025/2026 PARC Tax revenues to **Wasatch Contemporary Dance** in the amount of \$2,786.00 for the following project:

- Free Creative Dance Classes and Community Performances Initiative \$ 2,786.00

9. American Fork City Council hereby authorizes the distribution of Fiscal Year 2025/2026 PARC Tax revenues to **Wasatch Music Alliance** in the amount of \$72,000.00 for the following project:

- Wasatch Winds Symphonic Band And Wasatch Show Band \$ 42,000.00
- American Fork Steel Days Drone Show \$ 30,000.00

Attachment: 2025-2026 PARC Tax Allocations - final (FY2025/2026 PARC Tax Allocations)

10. No PARC Tax revenues shall be distributed to an entity for operation expenses until the entity has signed a contract with the City meeting the requirements of Resolution No. 2015-04-09R and Resolution No. 2017-01-06R, A Resolution Creating the Parks, Arts, Recreation and Culture Tax Advisory Board.
11. PARC Tax revenues in future fiscal years will also be awarded after a competitive application process based on merit and availability of funds. Receipt of PARC Tax funding in this round of applications does not guarantee PARC Tax funding in future years.
12. The City Administrator is hereby authorized to sign any documents required to proceed with the distribution of PARC Tax revenues as set forth in this ordinance.
13. All acts, orders, resolutions, ordinances, and parts thereof, in conflict with this ordinance are hereby rescinded.

This ordinance shall take effect immediately upon its passage and publication as prescribed by law.

Passed by the American Fork City Council on this 26th day of May 2026.

Bradley J. Frost, Mayor

ATTEST:

Terilyn Lurker, City Recorder



To: American Fork City Council
 From: PARC Tax Advisory Board
 Date: May 19, 2026
 Re: PARC Funding Recommendation

2026-2027 Fiscal Year

In accordance with applicable Utah code and city ordinance, the PARC Tax Advisory Board (“Board”) has reviewed all applications submitted for the 2026 award year and are herein submitting recommended recipients and funding levels of the PARC grant monies to be distributed during the 2026-2027 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 the Board concludes 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. This year, as in all prior years, funding requests exceeded available funding. With available PARC Grant funding of \$1,580,000, applications included project funding requests in the amount of \$3,548,224. Paring down the requests to achieve final recommendations required careful and deep discussion by the Board. Throughout our discussion of submitted requests there were often differences of opinion among Board members as to what projects to recommend for funding and to what level. However, these following recommendations represent final unanimous agreement.

During deliberations, the Board often referenced the desire of the City Council to move towards a funding distribution model favoring Parks and Recreation projects. In making these final recommendations Board members considered that counsel but also continued to consider prior funding patterns, project phasing, our general impressions of value, the desire for broad community reach, and community penetration of projects.

The Board’s recommendations distribute PARC funding as follows:

Park related projects receive	46%
Arts related projects receive	1%
Recreation related projects receive	20%
Culture related projects receive	33%

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

Attachment: Final 2026-2027 PARC Recommendations to Council (FY2025/2026 PARC Tax Allocations)



American Fork City

Art Dye Bond Payment	\$350,000
Monarch Park Improvements	\$80,000
Beehive Park Improvements	\$179,150
Lakeview Park	\$185,000
Evergreen Park Basketball & Pickleball	\$95,420
Boat Harbor Dock Replacement	\$24,000
Lion's Park Improvements	\$125,880
AF Library – Teen Area Phase 3	\$65,684
Cemetery – Veteran's Memorial Stone	<u>\$5,500</u>
	\$1,110,634

Friends of AF Library

First Grade Book Fairy Project	\$13,050
Author Event Series	\$6,000
Unearth a Story Project	<u>\$6,000</u>
	\$25,050

Harrington Center for the Arts:

Concerts in the Park	\$34,000
Fork Fest	\$65,000
Living Bethlehem & Christmas Market	\$25,000
Sculpture Walk	<u>\$3,000</u>
	\$127,000

Nashville in the Rockies

Community Concert	\$7,000
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Timpanogos Arts Foundation:

Administrative Grant Request	\$65,000
TAF Theater Programs	\$85,000
TAF Instrumentals Program	\$37,000
Timpanogos Visual Arts Program	\$2,000
Timpanogos Youth Choir Program	\$10,000
Choral Programs	<u>\$14,000</u>
	\$213,000

Timpanogos Chamber Music

Concert Series	\$8,000
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Timpanogos Chorale of Utah

July 2026 America 250 Patriotic Concert	\$2,360
December 2026 AF Main Christmas Concert	\$2,360
December 2026 AF Library Christmas Concert	\$1,860
November 2026 AF Veteran's Day Program	\$1,400
May 2027 AF Main Spring Concert	\$2,360
May 2027 Library Concert	\$1,860
December 2026 AF Care Center Performance	\$930
May 2027 AF Care Center Performance	\$930
July 2026 AF Anthem for Daughters of Utah Pioneers	<u>\$470</u>
	\$14,530

Attachment: Final 2026-2027 PARC Recommendations to Council (FY2025/2026 PARC Tax Allocations)



Wasatch Contemporary Dance	
Free Creative Dance Classes and Community Performances Initiative	\$2,786
Wasatch Music Alliance	
Wasatch Winds Symphonic Band and Wasatch Show Band	\$42,000
American Fork Steel Days Drone Show	<u>\$30,000</u>
	\$72,000
 TOTAL	 \$1,580,000

FUNDING RATIONALE

American Fork City

American Fork City devotes significant financial assets to funding and supporting municipal Parks and Recreation activities and this year, as in years past, requested a considerable amount of funding for various appropriate projects. Using the City’s own project priorities as a guide and balancing other funding requests, and after considerable deliberations, the PARC Board recommends funding of the following projects for American Fork City:

1. Art Dye Bond Payment

The Art Dye Regional Recreation Park has become an important part of the city’s Park and Recreation vision. Its accessibility and amenities attract more than just Parks and Recreation activities including city-wide cultural events such as Fork Fest. Art Dye Park is becoming an acclaimed regional venue 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
Total Amount Recommended: \$350,000

2. Monarch Park Improvements

After not being funded in last year’s request, the PARC Board is recommending full funding for this submission. The need to create and preserve natural space in American Fork along with this project being a top priority for the City convinces the Board to recommend full funding. The City has already invested considerable funds and PARC funds will help improve the trail system and add way-finding signs that will enhance visitor experience.

Total Amount Requested: \$80,000
Total Amount Recommended: \$80,000



3. Beehive Park Improvements

The Beehive Park is a long-standing center for baseball and softball in American Fork that in recent years has become an extension of the Mary & Art Dye Park. With a new connecting trail scheduled along its border certain to increase its access and use, existing fencing, restroom, and other features need upgrading. Three phases for upgrading are planned. The PARC Board recommends funding Phase 1.

Total Amount Requested: \$287,500
Total Amount Recommended: \$179,150

4. Lakeview Park

Lakeview Park is a planned new city park to be located in the southwest part of American Fork. This fast-growing part of the city has created a strong need for park amenities. Lakeview Park will ultimately include typical park amenities. The project request is for monies to fund the restroom and playground installation. The PARC Board is recommending funding for only the playground portion of the project.

Total Amount Requested: \$300,000
Total Amount Recommended: \$185,000

5. Evergreen Park Basketball & Pickleball

Evergreen Park has an underutilized sand volleyball court. After due consideration the city plans to enhance the use of Evergreen Park by converting that sand volleyball court into a full-sized basketball court with hoops. The court will be designed to also provide 3 pickleball courts.

Total Amount Requested: \$ 95,420
Total Amount Recommended: \$ 95,420

6. Boat Harbor Dock Replacement

This project will replace all of the boat docks in the American Fork Boat harbor. The requested PARC funding will be combined with a grant from the State of Utah in the amount of \$182,500 allowing replacement of the anchoring system, the walkways and the curtsy docks. Improvements to the American Fork Boat Harbor will increase use and enhance the boating experience for users.

Total Amount Requested: \$ 24,000
Total Amount Recommended: \$ 24,000

7. Lions Park Improvements

Lions Park is one of the oldest parks in American Fork. The park needs significant improvements; i.e., replacement of playground equipment, sign replacement, sidewalk repair/replacement, landscaping, and pavilion replacement. While the Board sees that these upgrades are needed, we recommend phasing these improvements per the City’s own suggestion. Therefore, we recommend funding the



playground equipment, sidewalk replacement, and replacing the sign and its landscaping.

Total Amount Requested: \$191,230
Total Amount Recommended: \$125,880

8. Cemetery – Veteran Memorial Stone

Intended to honor American Fork Veterans, the granite stone memorial at the south entrance to the cemetery has been a wonderful feature of this revered site. The original stones were paid for by a donation from the Veterans of Foreign Wars and subsequent stones were paid for through donations and city funds. The currently placed stones are filling quickly and additional stones are needed. These new stones will provide space to honor veterans for 20 or more years. The Board recognizes the value of this project but recommends funding half of the requested funds and encourages the city to seek additional funding through donations.

Total Amount Requested: \$ 11,000
Total Amount Recommended: \$ 5,500

AF City Library – Teen Area Renovation

Renovation of the Teen Area has been a high priority for the AF Library and PARC funds have been requested and granted for several consecutive years. The Board’s recommendation this year will provide much of the furniture and shelving the library has not yet been able to purchase for this very much needed project.

Total Amount Requested: \$ 71,700
Total Amount Recommended: \$ 65,684

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 held good and supportive discussions regarding funding this year and recommends the following:

1. First Grade Book Fairy Project

The Book Fairy Project is a popular and successful project for American Fork, enhancing literacy, art, culture, and community engagement. By encouraging 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.

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, to provide presentations by popular authors. Additionally, plans are to provide concerts with artists from various genres to perform for the public.

Total Amount Requested: \$10,000

Total Amount Recommended: \$ 6,000

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 most popular local musical talent as well as performers from outside of the American Fork 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: \$66,048

Total Amount Recommended: \$65,000

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: \$ 37,175

Total Amount Recommended: \$ 34,000

3. Living Bethlehem and Christmas Market

A very popular activity and fast becoming a holiday tradition in American Fork, 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 presentation creating a unique Christmastime activity for American Fork residents and others from throughout the area. This year’s request led to a long debate and an opinion from the American Fork City Attorney regarding public funds being used to support a specific religious position. From an abundance of caution, and after discussion with officials from Harrington Center for the Arts, the Board recommended funding to be given with the mandate that PARC funds be used only for those aspects of the project that are not directly related to the Christian Nativity presentation.

Total Amount Requested: \$ 46,675

Total Amount Recommended: \$ 25,000



4. Sculpture Exhibition

As in past years, 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 - 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: \$ 3,900
Total Amount Recommended: \$ 3,000

Nashville in the Rockies – Community Concert

Nashville in the Rockies is a new non-profit organization with the goal of enriching the community through music education and live performances. The project will include grassroots community engagement in bluegrass/country type music. The Board recognizes that although this project, as a new effort, has a limited reach, it provides a new and intriguing approach and venue for music in our community. The Board recommends full funding for this project.

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

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 TAF receive the following funding:

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: \$ 90,000
Total Amount Recommended: \$ 65,000

2. Community Theater

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: \$ 85,000



3. Timpanogos Youth Theater

Using the Valentine Theater on the campus of the Utah State Developmental Center as avenue, TAF’s Youth Theater provides an opportunity for children and teens to participate in organized theater. Using a model that requires participants to contribute financially in order to participate and also receives ticket sales, this program seeks to expand opportunities for committed young people to be involved in theater. 4 shows will be provided this upcoming year.

Total Amount Requested: \$ 20,000
Total Amount Recommended: \$ 10,000

4. 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: \$37,000

5. TAF Visual Arts

TAF’s Visual Arts Program provides visual arts experiences through classes, events, and art exhibitions. Plans for 2025-2026 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: \$ 2,000
Total Amount Recommended: \$ 2,000

6. TAF Choirs Programs

TAF’s Choir Program includes the Timpanogos Youth Choir and the Timpanogos Singers. The program provides an opportunity for a broad choir experience to and for adults and children.

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 youth that want to participate. Mentoring by adult choir members is provided. The Youth Choir provides several concerts per year.

Timpanogos Singers is a chamber-sized adult choir that will provide 4 local performances in the coming year as well as a trip to Carnegie Hall (non-PARC funded).

Total Amount Requested: \$20,000
Total Amount Recommended: \$14,000



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: \$12,000
Total Amount Recommended: \$ 8,000

Timpanogos Chorale (Utah County Civic Chorale)

The Timpanogos Chorale has served the American Fork Community for more than 60 years. Until recently the Chorale has been contractually tied to the Harrington Center for the Arts. Previously supported in part by PARC funds as a HCA program, the now independent non-profit Chorale remains dedicated to providing a broad range of chorale music to the American Fork area. This year’s request was given on a “Per Concert” basis. The Board reviewed all the requested concerts and recommended funding the following:

1. July 2026 AF America 250 Patriotic Concert
Amount Requested: \$ 2,360
Amount Recommended: \$ 2,360

2. December 2026 AF Main Christmas Concert
Amount Requested: \$ 2,360
Recommended Amount: \$ 2,360

3. December 2026 AF Library Christmas Concert
Amount Requested: \$ 1,860
Amount Recommended: \$ 1,860

4. November 2026 AF Veteran’s Day Program
Amount Requested: \$ 1,400
Amount Recommended: \$ 1,400

5. May 2027 AF Main Spring Concert
Amount Requested: \$ 2,360
Amount Recommended: \$ 2,360

6. May 2027 AF Library Concert
Amount Requested: \$ 1,860
Amount Recommended: \$ 1,860

7. December 2026 AF Care Center Performance
Amount Requested: \$ 930
Amount Recommended: \$ 930

8. May 2027 AF Care Center Performance
Amount Requested: \$ 930
Amount Recommended: \$ 930



9. July 2026 AF Anthem for Daughters of Utah Pioneers

Amount Requested: \$ 470
Amount Recommended: \$ 470

Total Amount Requested: \$ 14,530
Total Amount Recommended: \$ 14,530

Wasatch Music Alliance:

1. 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: \$47,000
Total Amount Recommended: \$42,000

2. American Fork Steel Days Drone Show

Wasatch Music Alliance is asking for PARC funding for the upcoming Steel Days Celebration Drone Show. A Popular feature of American Fork’s Steel Days Celebration, the Drone Show has previously been under the direction of the AF Chamber of Commerce related organization, LIVE AF. The Drone Show is very popular and has received a lot of positive feedback. Combining the Drone Show with a WMA Concert will make the show even more enjoyable. Additional activities associated with this event will be funded by the American Fork Chamber of Commerce. Additionally, due to some problems with last year’s show, the Drone Show vendor will be providing additional features at no charge.

Total Amount Requested: \$43,300
Total Amount Recommended: \$30 ,000



Requests Not Recommended for Funding This Year

American Fork City– The Grove at Mary and Art Dye Park

A request to fund the development of an “American Fork Canyon-like” picnic area including tables/benches, firepits, and a walking path, in a shaded area with natural foliage. The Board had several concerns about how this project might overcome some access and environmental issues.

American Fork City – Park Amenities

Although typically receiving some PARC funds, this request was denied funding for this year mainly because of a lack of funding for other projects.

American Fork City – Aqua Climb at the Recreation Center Swimming Pool

This project didn’t have much support from the Board although it could well be looked at more favorably if resubmitted in the future.

American Fork City: Public Artwork Feature

The Board saw this request as beneficial but did not believe there was enough planning and solid concept about the feature to warrant granting PARC funds at this time. We would like to see this request again in the future with more specifics.

American Fork City: Literacy in Motion: Book Sorter

This is a project that would greatly enhance the functionality and efficiency of the library. However, ultimate planning and funding costs go beyond what PARC funds should probably absorb. The Board recommends that the City look at another funding mechanism, i.e., bonding, donations, etc., to finance this project.

Alianza Venezolana de Utah - Cultural Dance Project

With the goal of connecting South American cultural and heritage dance traditions, Alianza requested funding to help solidify and stabilize their program. With only 16 current participants and with no secured venue, they hope to expand their program. The Board saw this as an admirable program but felt they should solidify their program and tighten up the timeliness of their application for future requests.

Timpanogos Chorale of Utah (two projects)

TCU made applications seeking funding for 11 concert performances. The Board recommended funding for 9 of those performances. The two performances not recommended are, 1) the December 2026 Bethlehem Live Market Place Stage Concert, and 2) the December 2026 Bethlehem Live Angel Choir. Part of the Board’s decision to deny funding followed our reluctance to fund a narrow, strictly religious program (even though the religious tradition is deeply held by most of American Fork’s residents), and TCU’s own somewhat tepid interest in those two performances.

**TEMPLATE
PARC TAX RECIPIENT AGREEMENT
Cultural Organization**

Contract No. _____

This Agreement is executed this _____ day of _____, 2026, by and between the City of American Fork, a municipal corporation and political subdivision of the State of Utah, with its principal offices located at 51 East Main Street, American Fork, Utah 84003, (the “City”), and _____, with its principal offices located at _____, American Fork, Utah 84003 (the “Recipient”).

RECITALS

WHEREAS, Section 59-12-1401(et.seq.) of the Utah Code allows cities to impose a 0.1% sales tax to finance (1) the ongoing operational expenses of specified types of cultural arts organizations, and (2) specified types of publicly owned recreational and cultural facilities; and

WHEREAS, in November, 2014, American Fork City voters voted in favor of imposing the 0.1% sales tax to support cultural arts and recreation in American Fork (the “Parks, Arts, Recreation Culture Tax” or “PARC Tax”); and

WHEREAS, on December 9, 2014, the American Fork City Council enacted the PARC Tax by ordinance, for a term of eight years; and

WHEREAS, the American Fork City Council adopted policies and procedures governing the distribution of PARC Tax revenues, including eligibility requirements, application procedures and award procedures; and

WHEREAS, the Recipient applied for PARC Tax revenues from the City and went through a thorough application review process by the City; and

WHEREAS, on May 26, 2026 the American Fork City Council enacted an ordinance authorizing the distribution of Fiscal Year 2025/2026 (“FY 25/26”) PARC Tax revenues to various entities, contingent on the entities entering into a contract with the City governing the distribution and use of the PARC Tax revenues; and

WHEREAS, the American Fork City Council authorized the distribution of some of the FY 25/26 PARC Tax revenues to Recipient; and

WHEREAS, the purpose of this Agreement is to establish the terms for Recipient’s receipt and use of FY 25/26 PARC Tax revenues.

NOW, THEREFORE, in consideration of the mutual covenants of the parties as hereinafter set forth, and for other good and valuable consideration, the receipt of which is hereby acknowledged, the City and Recipient mutually agree as follows:

Attachment: PARC Tax agreement - TEMPLATE (FY2025/2026 PARC Tax Allocations)

- 1. **Term.** The term of this Agreement shall extend through June 30, 2024 (the “Term”). Either party may enforce its rights under this Agreement after the expiration of the Term and/or after termination of the Agreement.
- 2. **PARC Tax Revenues.** The City agrees to distribute to Recipient _____ of the FY 25/26 PARC Tax revenues (the “Funds”) as set forth herein.

2.1. **Payment Time.** The City shall distribute the Funds to Recipient in quarterly distributions as set forth herein.

2.1.1. The first quarterly distribution shall occur within thirty (30) days of the date that both parties sign this Agreement and the City’s receipt of the PARC Funding Disbursement Request attached hereto as Exhibit B submitted by Recipient.

2.1.2. Future quarterly distributions shall occur within thirty (30) days of the Recipients submittal and the City’s Administrative approval of the PARC Funding Disbursement Request for each quarter, but shall be no sooner than the following for each quarter:

QUARTER	EARLIEST SUBMITTAL	EARLIEST DISTRIBUTION
Q2	September 15, 2023	October 1, 2023
Q3	December 15, 2023	January 1, 2024
Q4	March 15, 2024	April 1, 2024

2.1.3. No Funds shall be distributed unless and until the reporting requirements set forth in Section 5.1 have been satisfied.

2.2. **Interest on Funds.** Recipient agrees that any interest or dividends earned on the Funds received by recipient will be treated as part of Recipient’s grant and will be used in the same manner that Funds may be used pursuant to this Agreement. Interest or dividends earned on Funds not distributed to a Recipient shall be retained by City for future distribution.

2.3. **No Transfer or Assignment.** Recipient acknowledges that it shall not transfer or assign the Funds to another entity, but shall use them for the purposes set forth in this Agreement.

2.4. **Future Years.** Recipient acknowledges that future years’ PARC Tax revenues will be awarded based on merit and availability of funds. Receipt of PARC Tax Funds for FY 23/24 does not guarantee PARC Tax funding for Recipient in future years.

2.5. **Compliance with Agreement.** Recipient agrees to comply with all requirements of this Agreement.

TEMPLATE

3. **Use of PARC Tax Revenues.** Recipient acknowledges that the use of PARC Tax revenues is regulated by State law, City ordinance, and the City’s policies and procedures. Recipient agrees to the following regarding Recipient’s status and the use of the Funds:
- 3.1. **Recipient Status.** Recipient makes the following certifications regarding its status and agrees to maintain such status for the entire Term.
- 3.1.1. **Status as Cultural Organization.** Recipient certifies that it is a private nonprofit organization having as its primary purpose the advancement and preservation of (i) natural history, (ii) art, (iii) music, (iv) theater, (v) dance, or (vi) cultural arts, including literature, a motion picture, or storytelling, and that it will maintain such status for the entire Term. Recipient certifies that it is *not* (a) an agency of the state, (b) a political subdivision of the state, (c) an educational institution whose annual revenues are derived more than 50% from state funds, or (d) a radio or television broadcasting network or station, cable communications system, newspaper or magazine.
- 3.1.2. **Status as an American Fork Entity.** Recipient certifies that it has a significant presence in the City of American Fork, that it manages and presents in the City of American Fork, and that it will maintain such status for the entire Term.
- 3.1.3. **Status as Non-profit.** Recipient certifies that it is a private non-profit entity, and that it will retain such status for the entire Term. For purposes of this Agreement, “non-profit” shall mean an organization or corporation that is not organized, created, operated or maintained to generate a profit or distribute income to its members, directors, or officers.
- 3.2. **Use of Funds.** Recipient agrees to the following regarding its use of the Funds:
- 3.2.1. **Allowed Use of Funds.** Recipient agrees to use the Funds for the specific purposes, programs and activities set forth on Exhibit “A”, which is attached hereto and incorporated herein by reference. No other uses of the Funds are allowed, unless the Recipient receives prior written approval from the City. Recipient shall use the Funds during the Term.
- 3.2.2. **General Legal Requirements for Use of Funds.** Recipient acknowledges that State law, City ordinance, and City policies govern the use of PARC Tax revenues. Without expanding Recipient’s allowed uses of the Funds set forth in Section 3.2.1, Recipient agrees that it will comply with the following general requirements regarding the use of the Funds:
- 3.2.2.1. **Qualifying Expenditures.** Recipient agrees that the Funds will be used to help defray Recipient’s operating expenses during the Term.
- 3.2.2.2. **Non-qualifying Expenditures.** Recipient agrees that none of the Funds shall be used for any of the following purposes:

- 3.2.2.2.1. **Capital Construction Costs.** Capital construction expenses, including capital acquisition, improvements to real property or depreciation of real property;
 - 3.2.2.2.2. **Endowment.** Payments into an endowment corpus;
 - 3.2.2.2.3. **Non-American Fork.** Expenditures for programs conducted outside of the City of American Fork;
 - 3.2.2.2.4. **Non-Public.** Activities not available to the general public;
 - 3.2.2.2.5. **Fundraising.** Fundraising expenses related to capital or endowment campaigns;
 - 3.2.2.2.6. **Loan Payments.** Repayments of loans and/or interest thereon;
 - 3.2.2.2.7. **Lobbying.** Expenditures for direct political lobbying on any level;
 - 3.2.2.2.8. **Grants.** Grants, meaning the distribution of funds to outside groups, institutions, organizations or other units;
 - 3.2.2.2.9. **Bad Debt.** Bad debt expense;
 - 3.2.2.2.10 **Tax Penalties.** Any type of tax penalty;
 - 3.2.2.2.11 **Unrelated Business Income Tax.** Any activities that would be subject to the federal unrelated business income tax;
 - 3.2.2.2.12 **Other Expenses.** Other expenses not related to Recipient’s primary cultural purpose and any expenses not listed on Exhibit “A” unless approved by the City in writing.
- 3.2.3. **Ethics Act.** Recipient agrees that no Funds or proceeds from the Funds shall be made available to any employee, elected official or appointed officer of the City, and that the Funds will not be used in violation of the Municipal Officers’ and Employees’ Ethics Act (U.C.A. §10-3-1301, et. seq.).
4. **Credit to PARC Program.** To help American Fork residents recognize how PARC Tax revenues are being spent, Recipient agrees to provide credit to the PARC Program as follows:
- 4.1. **PARC Logo.** Recipient shall use its best efforts to utilize and incorporate the PARC logo in a size and manner that is easily identified on all brochures, Playbills, billboard advertisement, event and project signage, or other public relations materials.
 - 4.2. **Size of PARC Logo.** Recipient will use its best efforts to utilize the PARC logo in a size and manner that is easily identified.

TEMPLATE

- 4.3. **Copy of Programs to City.** The Recipient shall provide the City with a copy of all programs and other printed materials in which the Recipient acknowledges the use of PARC Tax funding. Recipient shall provide the programs and other printed materials to the City with the written reports described in Section 5.1.
- 4.4. **Copy of Press Releases to City.** The Recipient shall provide the City with a copy of all press releases and other public relations materials in which Recipient acknowledges the use of PARC Tax funding. Recipient shall provide the press releases and other public relations materials to the City with the written reports described in Section 5.1.
5. **Reporting/Audit Requirements.**
- 5.1. **Quarterly Reports.** Recipient shall submit to the City a quarterly summary detailing how it has expended the funds received in the prior quarter, or, if all monies have not been spent, how it intends to expend the Funds during the forthcoming quarter. Said reports shall be provided prior to each quarterly distribution. Additionally, Recipient shall comply with any requested audit consistent with Section 5.2.
- 5.2. **Right to Audit.** The City reserves the right to require the Recipient to submit to an informal or formal audit by the City or an auditor designated by the City. The Recipient shall provide access to all of its records related directly or indirectly to the funds received pursuant to this Agreement. Recipient shall retain all records pertaining to this Agreement and upon request make them available to the City for five (5) calendar years following the expiration of this Agreement. If an audit inspection or examination pursuant to this section discloses a use of funds in violation of the terms of this Agreement, Recipient shall reimburse to the City said funds and pay the reasonable, actual costs related to the audit.
- 5.3. **Annual Written Reports.** Recipient shall submit to the City a written report (the “Written Report”) detailing how it has expended Funds including submission of receipts supporting the detailed expenditures. Or, if all monies have not been spent prior to May 1, 2024, how it intends to expend the Funds during the Term. The Recipient shall submit the Written Report on or before May 15, 2024. Further, Recipient agrees to appear and provide supplemental reporting to City Council, including financial documents, at any time upon request of City Council.
- 5.4. **Effect on Future Funding.** Recipient acknowledges that future PARC funding may be withheld from Recipient due to inadequate, incomplete, or non-submitted reports.
- 5.5. **Presentation to City Council.** If requested by the City Council, Recipient agrees to make a presentation to the City Council regarding how Recipient used the Funds and how American Fork residents benefitted from Recipient’s use of the Funds.
- 5.6. **Records.** The Recipient agrees to keep and maintain detailed and accurate records of its use of all Funds that it receives pursuant to this Agreement and its compliance

- with the requirements of this Agreement. Recipient further agrees to retain such records and to make them available for review by the City or the City's representatives as the City may request. Recipient shall provide the City with copies of any records regarding Recipient's use of the Funds and Recipient's compliance with this Agreement, if requested by the City. Recipient shall maintain all records related to its use of the Funds and its compliance with this Agreement for at least five (5) years from the end of the Term. To the extent that any of the records become records of the City, Recipient acknowledges that the records will be subject to the requirements of the Utah Government Records Access and Management Act (GRAMA). If the records reveal that Recipient is in violation of this Agreement, the City may make such use and disclosure of the records as necessary to protect its rights under this Agreement and to protect the public's interest in the proper expenditure of public funds.
6. **Termination of Agreement.** Either party may terminate this Agreement based on the other party's failure to perform the terms of the Agreement. (Recipient may terminate for non-payment by the City and the City may terminate for Recipient's failure to comply with any of the requirements of this Agreement.) Termination shall occur as follows:
- 6.1. **Written Notice.** The terminating party shall give the other party written notice of its intent to terminate and of the grounds for the termination (the "Notice of Default"). The terminating party shall deliver the Notice of Default by United States mail, postage prepaid and registered or certified with return receipt requested, or by delivery by a nationally recognized over-night delivery service.
- 6.2. **Cure.** Following receipt of the Notice of Default, the noticed party shall have thirty (30) days to cure the default described in the Notice of Default. If the noticed party cures the default to the satisfaction of the terminating party, then the parties shall continue performing under this Agreement.
- 6.3. **Termination.** If the noticed party fails to cure the default as described in paragraph 6.2, then the terminating party may, without prejudice to any other rights or remedies of that party, terminate this Agreement.
- 6.4. **Unspent Funds.** If the City terminates this Agreement based on Recipient's failure to comply with any of the terms of the Agreement, Recipient shall immediately deliver to the City any unused or unspent Funds, including interest or dividends earned on the Funds. Recipient shall also, if applicable, return expended funds to the City pursuant to Section 7 of this Agreement.
7. **Return of Funds.** At the conclusion of the Term, Recipient shall return to the City (1) the dollar amount of any Funds not used as required by this Agreement, (2) the dollar amount of any Funds used contrary to the requirements of this Agreement, and (3) the dollar amount of any Funds expended after Recipient failed to meet any of the Recipient Status requirements listed in Section 3 of this Agreement. If Recipient is required to return Funds to the City, the Recipient shall also return to the City any interest or dividends earned on the Funds. The

TEMPLATE

City may request a return of Funds at any time, including after expiration of the Term or termination of the Agreement. The City's right to a return of Funds is in addition to other rights and remedies that may be available to the City under law, equity, or this Agreement.

8. **Indemnification.** The Recipient shall indemnify and hold the City and its officers, officials, employees, agents and volunteers harmless from and against all claims, damages, losses and expenses (including attorney's fees), arising out of or resulting from the Recipient's acts or failures to act in performing this Agreement. The Recipient shall not be liable for the City's own negligent acts.

9. **General Provisions.**

- 9.1. **Lawful Agreement.** The parties represent that they have lawfully entered into this Agreement, having complied with all relevant statutes, ordinances, resolutions, by-laws and other legal requirements applicable to their operation.
- 9.2. **Entire Agreement.** This Agreement represents the entire agreement of the parties and supersedes and replaces all prior understandings and agreements of the parties, whether written or oral, related to the use of City funds or PARC tax revenues to support Recipient's operations or activities.
- 9.3. **Utah Law.** This Agreement shall be interpreted pursuant to Utah law.
- 9.4. **Time of Essence.** Time shall be of the essence of this Agreement.
- 9.5. **Attorney's Fees.** If any party retains, uses or consults an attorney because of the default, breach or failure to perform of any other party to the Agreement, or to enforce or defend its rights under this Agreement, then the non-breaching or non-defaulting party shall be entitled to a reasonable attorney's fee, whether or not the matter is actually litigated.
- 9.6. **Interpretation of Agreement.** Whenever the context of any provision shall require it, the singular number shall be held to include the plural number, and vice versa, and the use of any gender shall include any other and all genders. The paragraph and section headings in this Agreement are for convenience only and do not constitute a part of the provisions hereof.
- 9.7. **No Presumption.** All parties have participated in preparing this Agreement. Therefore, the parties stipulate that any Court interpreting or construing the Agreement shall not apply the rule of construction that the Agreement should be more strictly construed against the drafting party.
- 9.8. **Amendments.** This Agreement may be modified or amended by written agreement only. No oral modifications or amendments shall be effective.
- 9.9. **No Assignment.** No party shall pledge or assign this Agreement without the prior written consent of the other party.

9.10. **Binding Agreement.** This Agreement shall be binding on the heirs, successors, administrators and assigns of each of the parties.

9.11. **Separate Entities.** The parties acknowledge that the City and Recipient are independent entities. Recipient does not represent the City or have authority to act on behalf of the City. Neither party shall hold itself out as a representative or agent of the other.

SIGNED and ENTERED INTO this _____ day of _____, 2023.

CITY OF AMERICAN FORK

By: David Bunker, City Administrator

ATTEST:

Terilyn Lurker, City Recorder

RECIPIENT ENTITY

By:
Its:

STATE OF UTAH)
 :SS
COUNTY OF UTAH)

The foregoing instrument was acknowledged before me this _____ day of _____, 2022, by _____.

NOTARY PUBLIC

(Seal)
My commission expires: _____
Residing at: _____

TEMPLATE

EXHIBIT A

Recipient Entity

PURPOSE	FUNDS AWARDED

Attachment: PARC Tax agreement - TEMPLATE (FY2025/2026 PARC Tax Allocations)



**REQUEST FOR COUNCIL ACTION
CITY OF AMERICAN FORK
MAY 26, 2026**

Department Recorder Director Approval Terilyn Lurker

AGENDA ITEM Review and action on acceptance of the withdrawal of application for the Chipman/Stake Center Annexation.

SUMMARY RECOMMENDATION

Staff would recommend accepting the withdrawal.

BACKGROUND

The Chipman/Stake Center Annexation process began in September 2024 when a notice of intent to annex was submitted. The city council accepted the petition for annexation and the recorder certified the annexation in November of 2024. Due to the length of time since the start of the annexation process and the need for all property owners involved to have agreements in place, it was felt the process needed to start over.

A formal withdrawal of application for the Chipman/Stake Center Annexation was received on May 14, 2026. With the withdrawal, it will allow the property owners to re-start the process.

BUDGET IMPACT

NA

SUGGESTED MOTION

Move to accept the withdrawal application of the Chipman/Stake Center Annexation.

SUPPORTING DOCUMENTS

CHIPMAN Annexation - FORMAL WITHDRAWAL OF APPLICATION (PDF)



AMERICAN FORK CITY

Development Services | 801-763-3060 | 275 E 200 N, American Fork, UT 84003

FORMAL WITHDRAWAL OF APPLICATION
Development Review Committee Application Form

Project Name: Chipman / Stake Center Annexation

Reference No(s): _____

Property Address: 700 S & Harbor Road

Utah County Parcel No(s): 13:050:0249, 13:050:0252, 13:050:0191, 13:050:0239, 13:050:0172
13:050:0240, 13:050:0149, 13:050:0262, 13:066:0024

Reason for Withdrawal (Required):

Due to other agreements needing to be in place between all property owners
this annexation is withdrawn.

Submit the following to applications@americanfork.gov

Applications are only accepted Mondays from 7:00 AM - 6:00 PM, or on Tuesdays from 7:00 AM - 6:00 PM following a holiday.

By signing below, I acknowledge that I am formally withdrawing my application(s) with American Fork City for the specified applications, as noted above. I understand that by withdrawing my application, application fees shall not be refunded or waived, except as may be determined on a case-by-case basis by the American Fork City Development Services Director. I understand that by submitting this form, all reviews by American Fork City will be discontinued and, where applicable, my application will be withdrawn from review. I understand that I am required to submit a new application form and pay the required DRC fee if I choose to move forward with a new application. I understand that American Fork City will not accept a new application until all former fees and outstanding invoices are paid in full.

Property Owner Signature: _____

Title: _____

Printed Name: _____

Date: _____

Authorized Representative Signature: 

Title: _____

Printed Name: Devin Chipman

Date: May 14, 2026

Attachment: CHIPMAN Annexation - FORMAL WITHDRAWAL OF APPLICATION (Withdrawal - Chipman/Stake Center annexation)



**REQUEST FOR COUNCIL ACTION
CITY OF AMERICAN FORK
MAY 26, 2026**

Department Planning Director Approval Patrick O'Brien

AGENDA ITEM Review and action for an approval of a reimbursement agreement for Climb Ventures LLC for the Climb Concrete project.

SUMMARY RECOMMENDATION Climb Ventures LLC proposes a Reimbursement Agreement for system improvements for the recently approved Climb Concrete development for Parcel 13:078:0103 which consists of approximately 5.0 acres.

BACKGROUND The Development Review Committee approved the Climb Concrete Final Plat development at the March 9, 2026 regular session meeting. Climb Ventures LLC has been working closely with the City's Public Works Department on a plan for the construction of a sidewalk at the required minimum size as required in City codes and standards.

A Reimbursement Agreement was drafted by the developer and reviewed by the City Engineering division. The agreement outlines the parameters for the construction cost of some of the sidewalk with the development to be upsized to a 10' Wide x 6" thick to accommodate additional off-site uses. Each upsized sidewalk is a System Improvement.

The System Improvement will be reimbursed by Park Impact Fees that add up to \$20,970 for the Sidewalk/Trail. The total cost for the System Improvements adds up to \$20,970.00.

BUDGET IMPACT An amount no greater than \$20,970.00 for the upsizing to a 10' Wide x 6" thick sidewalk, which will be applied as Sidewalk/Trail Impact Fee reimbursements.

SUGGESTED MOTION Move to approve the Reimbursement Agreement with Climb Ventures LLC for System Improvements for an amount no greater than \$20, 970.00 for Climb Concrete.

SUPPORTING DOCUMENTS

20260203_06_Reimbursement Agreement_Climb HQ_RBurkhill_FinalApproved (1) (PDF)

REIMBURSEMENT AGREEMENT

This Reimbursement Agreement ("*Agreement*") is entered into as of this 3rd day of February, 2026, by and between Climb Ventures, LLC ("*Developer*") with its principal offices located at 297 Timothy Way, Pleasant Grove, UT 84062 and American Fork City, a municipal corporation and political subdivision of the State of Utah with its principal offices located at 51 East Main Street, American Fork, Utah 84003 ("*City*").

RECITALS

WHEREAS, Developer owns and/or will develop certain parcels of property located in American Fork, Utah County, Utah, specifically Parcel 13:078:0103 which consists of approximately 5.0 acres and is further described in Exhibit A attached hereto (the "*Property*").

WHEREAS, the parties have learned that there are certain mutually beneficial, cooperative and cost-cutting ways their respective properties can assist in the development of the other;

WHEREAS, pursuant to Section 13.80.030 of the American Fork Code of Ordinances and in compliance with Section 11-36a-402 of the Utah Code Annotated, the parties desire to provide for certain "system improvements," as that term defined in Section 11-36a-102 of the Utah Code Annotated, in conjunction with the development of the Property by Developer;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City and Developer hereby agree as follows:

AGREEMENT

1. **Sidewalk/Trail.** Developer is proposing to construct a sidewalk at the required minimum size as required in City codes and standards. The City seeks to have some or all of the sidewalk within the development upsized to a 10' Wide x 6" Thick to accommodate additional off-site uses. Each upsized sidewalk is a system improvement. The additional work, associated materials and costs are set forth, and agreed to as shown, in the attached Exhibit B.
2. **System Improvements Reimbursement.** The public improvements described above are each a System Improvement and collectively the "System Improvements." The City agrees to reimburse Developer for the System Improvements in an amount equal to the actual costs of the System Improvements, not to exceed the amounts set forth in Exhibit B.
3. **Time of Reimbursement.** The City shall provide to Developer a single reimbursement payment within thirty days of completion of all system improvements for the Project.

Completion shall mean completion of construction, inspection and acceptance by the City Council.

4. **Choice of Law.** This Agreement shall be governed by, and construed in accordance with, the laws of the State of Utah.

5. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof and supersedes all prior understandings, written or oral, regarding the subject matter hereof.

6. **Modification.** This Agreement may only be modified or altered by a writing signed by both parties.

7. **Attorney Fees.** In the event either party seeks to enforce the terms hereof in a lawsuit or other proceeding, the prevailing party shall be entitled to an award of the costs incurred, including reasonable attorney fees.

8. **Execution.** This Agreement may be executed in multiple original counterparts, each of which shall be deemed to be an original and all of which, taken together, shall constitute one and the same Agreement.

9. **Severability.** The provisions of this Agreement shall be deemed to be severable, and if any provision of this Agreement is determined to be invalid or unenforceable by any court of competent jurisdiction, such invalidity or unenforceability shall not affect or limit the validity or unenforceability of the remaining provisions hereof.

10. **Third-Party Beneficiary Interests.** Nothing contained in this Agreement is intended to benefit any person or entity other than the parties to this Agreement and/or their respective successors and assigns; and no representation or warranty is intended for the benefit of, or to be relied upon by, any person or entity which is not a party to this Agreement and/or their respective successors and assigns.

11. **Binding Effect.** This Agreement shall inure to the benefit of, and be binding upon, the parties hereto and their respective heirs, representatives, officers, agents, employees, members, successors and assigns.

WHEREFORE, the parties have executed the foregoing to be effective on the date appearing above.

DEVELOPER

AMERICAN FORK CITY

By: Scott Denney
Its: Managing Partner

Bradley J. Frost
Mayor, American Fork City

ATTEST:

City Recorder

Approved as to form:

Approved as to content:

City Attorney

City Engineer

Attachment: 20260203_06_Reimbursement Agreement_Climb HQ_RBurkhill_FinalApproved (1) (Reimbursement Agreement with Climb

EXHIBIT A
Parcel Legal Description

Attachment: 20260203_06_Reimbursement Agreement_Climb HQ_RBurkhill_FinalApproved (1) (Reimbursement Agreement with Climb

Exhibit A - Legal Description of Property

Mail Tax notice to:
Grantee
297 Timothy Way
Pleasant Grove, UT 84062

ENT 87044:2024 PG 1 of 2
ANDREA ALLEN
UTAH COUNTY RECORDER
2024 Dec 11 10:35 AM FEE 40.00 BY TM
RECORDED FOR Metro National Title Associ
ELECTRONICALLY RECORDED

File No.: MA17202
Tax ID No.: 13-078-0103

WARRANTY DEED

FM Winkel Family LLC, a Utah limited liability company

GRANTOR of Midvale, State of Utah, hereby CONVEYS and WARRANTS TO:

Climb Ventures, LLC

GRANTEE of Pleasant Grove, State of Utah, for the sum of TEN AND 00/100'S DOLLARS AND OTHER GOOD AND VALUABLE CONSIDERATION, the following described tract of land in Utah County, State of Utah:

BEGINNING AT THE NORTH QUARTER CORNER OF SECTION 36, TOWNSHIP 5 SOUTH, RANGE 1 EAST, SALT LAKE BASE & MERIDIAN; THENCE RUNNING SOUTH 1466.33 FEET AND WEST 2123.02 FEET TO THE REAL POINT OF BEGINNING; THENCE SOUTH 0°33'23" WEST A DISTANCE OF 1018.16 FEET; THENCE NORTH 66°37'21" WEST A DISTANCE OF 238.37 FEET; THENCE NORTH 0°00'00" EAST A DISTANCE OF 926.55 FEET; THENCE SOUTH 89°14'38" EAST A DISTANCE OF 228.71 FEET TO THE POINT OF BEGINNING.

SUBJECT TO: County and/or City Taxes not delinquent; Bonds and/or Special Assessments not delinquent and Covenants, Conditions, Restrictions, Rights-of-Way, Easements, Leases and Reservations now of Record.

Attachment: 20260203_06_Reimbursement Agreement_Climb HQ_RBurkhill_FinalApproved (1) (Reimbursement Agreement with Climb

EXHIBIT "B"Description of Improvements and estimated cost (bid schedule)

Cost of 5' wide x 225 LF x 6" Thick concrete sidewalk = \$10,485
Cost of 10' wide x 225 LF x 6" Thick concrete sidewalk = \$20,970
Additional cost for up-sized sidewalk = \$10,485

See attached Public Improvement Estimate and Site Plan for additional information.

Name of Development: Climb HQ

Climb HQ

Description of Item	Minimum Standard				Requested Upsize				Reimbursement
	Quantity	Unit	Unit Price	Total	Quantity	Unit	Unit Price	Total	
STREETS									
Sidewalk 6" Thick (4"untreated base course included)	1125	SF	\$9.32	\$10,485.00	2250	SF	\$9.32	\$20,970.00	\$10,485.00

Attachment: 20260203_06_Reimbursement Agreement_Climb HQ_RBurkhill_FinalApproved (1)



**REQUEST FOR COUNCIL ACTION
CITY OF AMERICAN FORK
MAY 26, 2026**

Department Recorder Director Approval Terilyn Lurker

AGENDA ITEM Review and action on approval of a resolution adopting fireworks restrictions for American Fork City.

SUMMARY RECOMMENDATION

Staff would recommend approval of the resolution.

BACKGROUND

In previous years, the City has approved resolutions adopting fireworks restrictions. The Fire Chief is proposing that the city adopt fireworks restrictions once again. The Fire Department wants the residents of American Fork to have a fun *and* safe holiday. The resolution lists parks where fireworks will be allowed to be discharged. The resolution includes statements that the city will follow state law with regards to the dates and times fireworks can be discharged as well as what fireworks can be discharged.

Attached is a list of firework discharge dates for 2026.

BUDGET IMPACT

NA

SUGGESTED MOTION

I move to approve the resolution adopting fireworks restrictions in American Fork City for 2026.

SUPPORTING DOCUMENTS

06.26.26 - Fireworks Restriction resolution - FINAL (DOCX)
Fireworks Map 2026 (PDF)
Legal Discharge Dates (DOCX)

RESOLUTION NO. _____

A RESOLUTION OF THE AMERICAN FORK CITY COUNCIL ADOPTING FIREWORKS RESTRICTIONS.

WHEREAS, American Fork City wishes to protect vulnerable areas from the risk of fire; and

WHEREAS, American Fork City wishes to support the Fire Department’s efforts to limit the risk of fire;

NOW THEREFORE BE IT RESOLVED BY THE AMERICAN FORK CITY COUNCIL as follows:

Section 1.

A. Discharge of fireworks shall be consistent with the map attached hereto as Exhibit A and further described herein:

- i. Ground fireworks are allowed to be discharged in all parks and in the public right-of-way.
- ii. Aerial Fireworks less than 150’ are allowed to be discharged in the public right-of-way and at the following parks:

<u>Park</u>	<u>Approximate Address</u>
Evergreen Park	200 North 700 East
Val Vista Park	1300 North 1100 East
Art Dye Park	550 East 1000 North
Hindley Park	400 North 560 West
Greenwood Park	200 East 500 South
Legacy Park	70 West 1340 North

- iii. Any fireworks that discharge vertically 150’ or more and/or those that require special permitting (more than 1.4G classification) or handling shall follow the City’s prescribed application and permitting process for Special Events.

B. Only fireworks legally sold in the State of Utah are allowed to be discharged within the City and only during the dates and times allowed by State law.

C. Fireworks are prohibited within twenty-five (25) feet from any building, 200 feet from any open field, unimproved lot with dry vegetation, or any vacant building with dry vegetation on the lot, or within 200 feet of any other agricultural product(s).

Attachment: 06.26.26 - Fireworks Restriction resolution - FINAL (Fireworks Restrictions - 2026)

D. The Fire Chief, Fire Marshal or designee reserve the right to restrict fireworks or recreational burns in any high-risk geographical area inside the city of American Fork that may be at risk or has a potential safety concern.

Section 2.

This resolution shall take effect immediately upon its approval and adoption.

PASSED AND ADOPTED BY THE CITY COUNCIL THIS 26TH DAY OF MAY 2026.

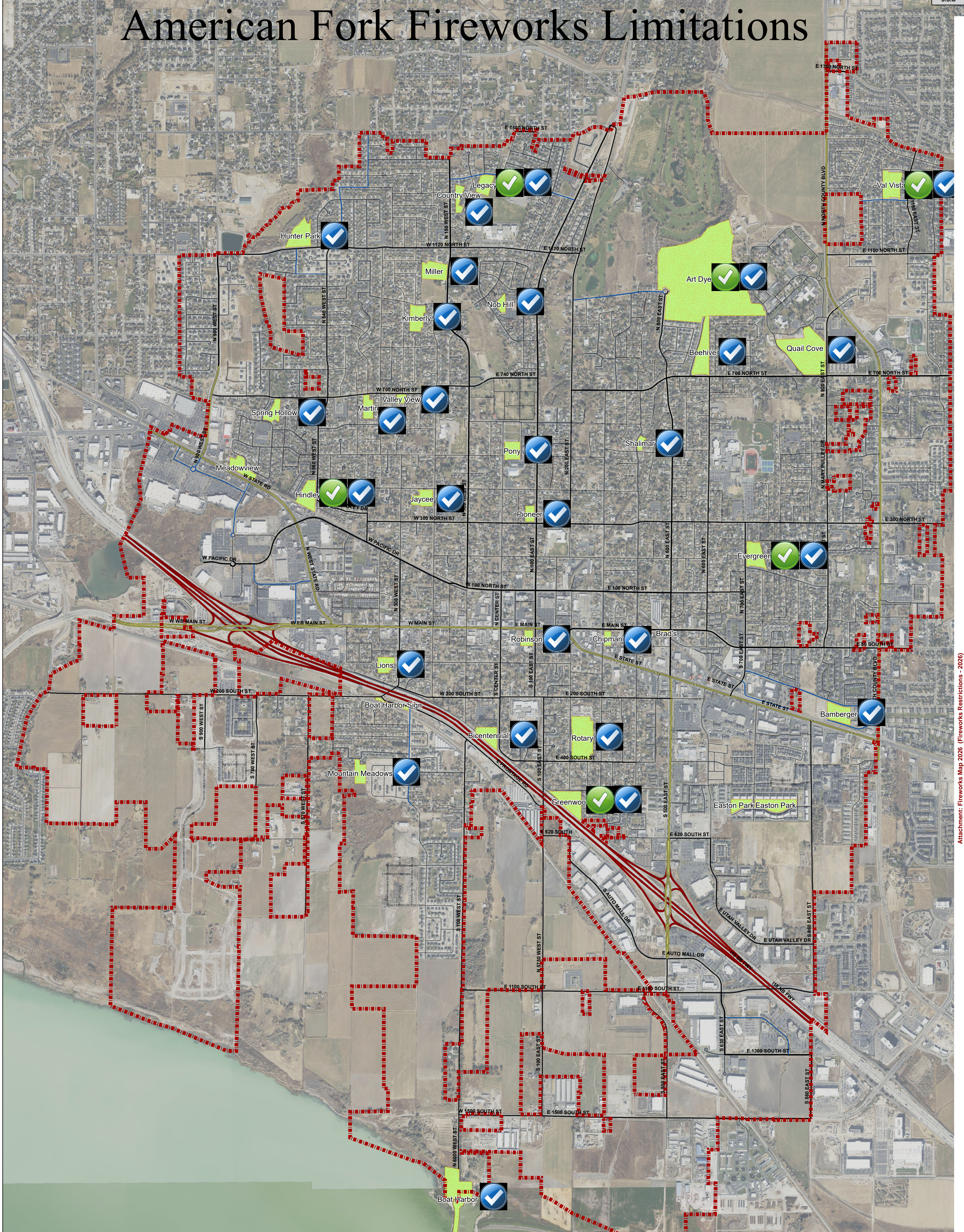
ATTEST:

Bradley J. Frost, Mayor

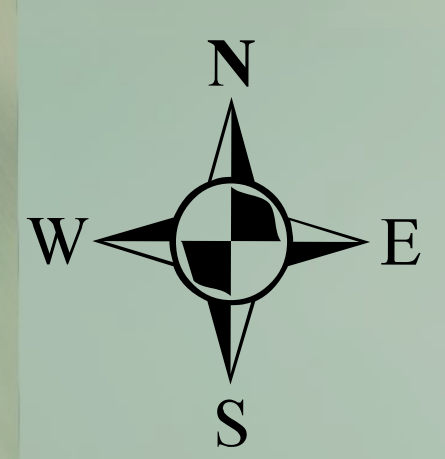
Terilyn Lurker, City Recorder

Attachment: 06.26.26 - Fireworks Restriction resolution - FINAL (Fireworks Restrictions - 2026)

American Fork Fireworks Limitations



Location	Address	Ground Fireworks	Aerials less than 150 ft.	Aerials over 150 ft.
City Streets	-	☑	☑	Permit Required
Art Dye	1000 N 550 E	☑	☑	
Greenwood	200 E 500 S	☑	☑	
Val Vista	1100 E 1350 N	☑	☑	
Legacy	50 W 1340 N	☑	☑	
Hindley	300 N 560 W	☑	☑	
Evergreen	700 E 150 N	☑	☑	
All other parks	-	☑	☒	
Private Property	-	With Permission	With Permission	



Legal Discharge Dates

- **July 2 – July 5:** Discharge allowed 11:00 a.m. to 11:00 p.m.
Extended to midnight on July 4th (Independence Day)
- **July 22- July 25:** Discharge allowed 11:00 a.m. to 11:00 p.m.
Extended to midnight on July 24th
- **December 31:** 11:00 a.m. to 1:00 a.m. (next day)
- **Chinese New Year's Eve** (date varies; check calendar): 11:00 a.m. to 1:00 a.m. (next day)



**REQUEST FOR COUNCIL ACTION
CITY OF AMERICAN FORK
MAY 26, 2026**

Department Recorder Director Approval Terilyn Lurker

AGENDA ITEM Review and action on a resolution approving the disposition of lost or mislaid property or seized property.

SUMMARY RECOMMENDATION

Staff would recommend approval of the resolution.

BACKGROUND

The American Fork Police Department has possession of personal property that has been seized, lost or mislaid. The Police Department has given the required notice, claim, and holding period requirements as outlined in Utah Code have been met. The list of personal property is attached to the resolution.

BUDGET IMPACT

N/A

SUGGESTED MOTION

Move to adopt the resolution authorizing the disposition of lost or mislaid property or seized property.

SUPPORTING DOCUMENTS

05.26.26 - Abandoned and Mislaid Property (DOC)

RESOLUTION NO. _____

**A RESOLUTION PROVIDING FOR THE DISPOSITION OF LOST OR MISLAID
PROPERTY OR SEIZED PROPERTY**

WHEREAS, the American Fork Police Department has possession of certain personal property that has been seized pursuant to Utah Code § 77-11a-401 *et seq.* or has been lost or mislaid as defined in Utah Code § 77-11d-101(2) (collectively the “Personal Property”); and

WHEREAS, all applicable requirements for disposal of seized property found in Utah Code § 77-11a- 401 *et seq.* - *Disposal of Seized Property and Contraband* and Utah Code § 77-11d-101 *et seq.*- *Lost or Mislaid Property* have been met, and a list of the Personal Property is attached hereto as Exhibit A; and

WHEREAS, the American Fork Police Department has indicated that all notice, claim and holding period requirements found in Utah Code § 77-11a-401 *et seq.* and Utah Code § 77-11d-101 *et seq.* have been complied with; and

WHEREAS, the City Council of American Fork has found that the Personal Property included on Exhibit A should be disposed of in accordance with Utah Code § 77-11a-403 and Utah Code § 77-11d-105, with the proceeds of the Personal Property applied to the specific public interest use as designated and approved by the City Council.

NOW THEREFORE, BE IT RESOLVED by the City Council of American Fork, Utah as follows:

1. Personal Property – Exhibit A.

- (a) The City Council approves the application of the Personal Property included in Exhibit A, or proceeds derived therefrom, to specific public interest use designated and approved by the City Council which is the provision and enhancement of law enforcement services for residents of the City. Such use is found to promote the public interest in accordance with applicable law.
- (b) Except as provided for in subsection 1(c) below, the City shall either apply the Personal Property directly to the designated public interest use or sell the Personal Property at public auction and apply the proceeds of the sale to the public interests as provided for herein.
- (c) Any confiscated or unclaimed firearms included in Exhibit A shall be disposed of strictly in accordance with Utah Code § 77-11a-403, which requires that such firearms be:
 - (i) sold to a federally licensed firearms dealer with proceeds applied to an approved public interest use;
 - (ii) destroyed if unfit for sale or associated with a notorious crime; or
 - (iii) transferred to the Bureau of Forensic Services or another public forensic laboratory with legislative approval.

- 2. **Authority to Act.** City staff is authorized to carry out the disposal of property in accordance with the provisions of this Resolution, Utah Code, and American Fork City ordinances.
- 3. **Effective Date.** This Resolution shall become effective immediately upon its passage.

PASSED by the American Fork City Council this ___ day of _____ 2026.

Bradley J. Frost, Mayor

ATTEST:

Terilyn Lurker, Recorder

Attachment: 05.26.26 - Abandoned and Mislaid Property (Surplus resolution - Abandoned, Mislaid, Seized property)

Exhibit A

Case #:	Item Description:
23AF09617	Black Ozark Trail Knife/ Sheath
21AF09010	Blk Machete w/ sheath, Camillus carnivore X grey machete w/ sheath, Buck 119 Knife w/ sheath, Asp in sheath
21AF09010	defiant Headlamp, file, central forge drill press, hypertough rotary tool, 24mm wrench,
21AF09010	2 hypertough needle nose pliers, wirecutters, small hypertough wrench set, nail prying tool, files, pliers
25AF04468	Crescent Crowbar, Camp stool, backpack, ear protection, flashlight, knife sharpener
23AF03592	Blk BB Gun
24AF10633	Screwdriver
23af08623	4 Orbeez guns w/ mags
24AF10392	Glock 19x BB Gun
19AF05332	Flashlights + Versa grips
23AF03592	Instax mini 11 polaroid camera
24af00618	Carhartt rain jacket
25AF02672	Brown Hunting Knife
24AF01288	Hammer
17AF00696	Camillus Titamiun Machete
25AF00142	Port Switch
24AF10406	Interarm Revolver .357
24AF10406	Uncle Mikes' Canvas Holster
23AF04186	Outer Carry Waist Holster
23AF04186	Ruger LC9s 9mm Pistol
25AF01764	Springfield XDM-9 Pistol & Mag
24AF00622	2 Glock Cases
24AF00622	Glock 17Gen5 Pistol
24AF00622	Glock G43X Pistol
24AF00622	Mag from 573551
24AF00622	Mag from 573550
20AF09921	Red Bolt Cutters
25AF04969	JBL Speaker
25AF04969	12 Airpods
25AF04969	Misc Headphones
25AF06891	Misc Tools
25AF07646	Airpods
16AF05783	XBOX 360
17AF01953	Milwaukee Drill + Bit
25AF05001	Black/Blue P80 9mm Pistol
25AF05001	Black/Gold P80 9mm Pistol
25AF05001	Pro Mag Firearm Mag
24AF09509	Raven MP25 Pistol
24AF09509	Magazine
20AF01472	Remington 870 Shotgun
20AF06487	BB Glock
20AF06487	BB Glock Mag & BBs

Attachment: 05.26.26 - Abandoned and Mislaid Property (Surplus resolution - Abandoned, Mislaid, Seized property)

20AF07456	9mm Baretta Pistol & Mag
20AF07754	Black hi-point 45mm Pistol
22AF01002	AR-10 Style Rifle
23AF00883	Winchester .22 Rifle
20AF03852	Beretta APX 9mm Pistol
23AF04186	Ruger LC9s Pistol
23AF08454	Ruger P94 Pistol
23AF09739	Glock 23Gen5 istol
23AF09739	Glock case
24AF01367	Glock 19 Pistol
24AF01498	Taurus the Judge Revolver
24AF04468	Browning Signature Pistol
24AF04468	Springfield XD9 Pistol
24AF10406	Interarm Revolver
25af05666	Misc gun accessories
09af11317	Colt bb gun pistol
25AF00714	Serum + Vitamins
24AF07414	8 Mighty Patches
24AF07414	6 Hand sanitizers
24AF07414	4 Sanitizers
25AF01218	Emergency Blanket
22AF09742	Megaplex Gift Card
25AF04969	Megaplex Gift Card
A05-01767	6 ammo boxes (9mm, 22mm, 16GA, 12GA)
A05-01767	1 box of shot gun shells
A03-01327	1 525 count box Remington .22 LR hollow points
A03-01327	4 boxes 40 count American Eagle .22 LR
24AF07022	2.00
23AF04538	0.02
24AF09530	0.75
24AF11452	0.01
25AF00326	13.25
25AF00434	8.22
25AF01169	0.34
25AF01218	1.99
24AF01049	0.01
25AF01044	0.11
19AF06584	0.10
15AF09948	0.10
25AF00881	0.50
17AF04313	0.54
19AF04485	2.91
21AF00880	0.03
25AF04224	324.00
21AF09010	77.00
18AF09709	\$\$5.48
25AF05755	4.02
25AF8077	3.50
25AF06891	0.01

25AF07412	5.25
25AF08715	2.00
25AF01104	10.58
24AF08296	41.00
24AF08259	1.90
24AF11452	0.01
25AF08025	4.32



**REQUEST FOR COUNCIL ACTION
CITY OF AMERICAN FORK
MAY 26, 2026**

Department Recorder Director Approval Terilyn Lurker

AGENDA ITEM Review and action on an ordinance approving amendments to Chapter 5 of the American Fork City Municipal Code regarding final appeals to the City Council on certain business license decisions.

BACKGROUND

The City Council recently approved amendments to the business license code at the March 24, 2026, city council meeting. One issue brought up at that time concerned the final appeal authority. The proposed code text amendment addresses that by adding an additional level of administrative review by allowing appeals of certain final decisions of the City Administrator to the City Council. This proposes such appeals to be limited to appellate review on the existing administrative record.

BUDGET IMPACT

NA

SUGGESTED MOTION

Move to adopt the ordinance approving amendments to Chapter 5 of the American Fork City Municipal Code regarding final appeals to the City Council on certain business license decisions.

SUPPORTING DOCUMENTS

Ordinance Amending Chp 5.Final Appeal to CC.5.12.2026 (PDF)

ORDINANCE NO. _____

AN ORDINANCE OF THE AMERICAN FORK CITY COUNCIL AMENDING CHAPTER 5 OF THE AMERICAN FORK CITY CODE TO PROVIDE FOR A FINAL APPEAL TO THE CITY COUNCIL OF CERTAIN BUSINESS LICENSE DECISIONS; AND PROVIDING FOR CODIFICATION, SEVERABILITY, AND AN EFFECTIVE DATE.

RECITALS

WHEREAS, American Fork City is authorized under Utah law to regulate and license businesses operating within the City in order to protect the public health, safety, and welfare; and

WHEREAS, Chapter 5 of the American Fork City Code establishes procedures relating to business licenses, including administrative review and appeals; and

WHEREAS, the City Council finds it appropriate to provide an additional level of administrative review by allowing appeals of certain final decisions of the City Administrator to the City Council; and

WHEREAS, the City Council intends that such appeals be limited to appellate review on the existing administrative record and not constitute a de novo evidentiary hearing; and

WHEREAS, the City has considered the impact the proposed ordinance has on the family health, stability, and formation.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF AMERICAN FORK CITY, UTAH:

Section 1. Amendment of Chapter 5.

Chapter 5 of the American Fork City Code, entitled Business Licenses, is hereby amended as set forth in the documents attached hereto and incorporated herein by this reference. Any portions of Chapter 5 not specifically included in this Ordinance remain unchanged.

Proposed Amendment to Existing Sec. 5.04.250

The existing section relating to revocation, suspension, denial to renew, and appeals should be amended to incorporate a final appeal to the City Council as follows:

C. Appeals to City Council. Any person aggrieved by a final written decision of the City Administrator regarding the revocation, suspension, denial to renew, conditioning, or denial of a business license may appeal the decision to the City Council.

1. A written notice of appeal shall be filed with the City Recorder within ten (10) business days after issuance of the City Administrator's final written decision. The notice of appeal shall identify the decision being appealed, state the specific grounds for the appeal,

identify the relief requested, and include any filing fee established by the City's consolidated fee schedule.

2. The appeal to the City Council shall be based solely upon the administrative record developed before the City Administrator. No new testimony, evidence, or witnesses shall be presented to the City Council except as necessary to resolve a claim of procedural irregularity not apparent in the record.

3. The administrative record shall include the business license application and supporting materials, staff reports and written recommendations, all documentary evidence submitted to the City Administrator, any audio recording, minutes, or transcript of proceedings before the City Administrator, the written decision of the City Administrator, and any other materials considered by the City Administrator in making the decision.

3. The City Council shall function as the review body and conduct a de novo review. The City Council shall review the record to determine whether:

- a. The decision was arbitrary or capricious;
- b. The decision exceeded the authority granted by this Chapter or applicable law;
- c. The decision was unsupported by substantial evidence in the record; or
- d. The decision materially violated applicable procedures required by ordinance or law.

The City Council may establish reasonable procedures for the submission of written briefs, time limits for oral argument, and scheduling of appeal hearings. Any oral argument before the City Council shall be limited to matters contained in the administrative record and legal argument relating to the issues raised on appeal. The City Council shall not accept or consider evidence outside the administrative record except regarding alleged procedural irregularities. The City Council shall hear the appeal within 45 days after a complete notice of appeal is filed unless extended by agreement of the applicant and the City.

Following review of the appeal, the City Council may affirm, reverse, modify, or remand the decision of the City Administrator. The City Council's decision shall be issued in writing and shall constitute the final administrative decision of the City.

Unless otherwise determined by the City Administrator or City Council for good cause shown, the filing of an appeal shall stay enforcement of the challenged decision pending final action by the City Council.

Section 3. Codification.

The City Recorder is authorized and directed to codify the amendments adopted by this ordinance into the American Fork City Code, including making any non-substantive formatting, numbering, or cross-reference corrections necessary to ensure consistency with the Code.

Section 4. Severability.

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 7. Effective Date.

This ordinance shall take effect immediately upon adoption and publication or posting as required by law.

PASSED AND ADOPTED by the American Fork City Council this ____ day of _____, 2026.

AMERICAN FORK CITY

Bradley J. Frost
Mayor

ATTEST:

Terilyn Lurker, City Recorder

Attachment: Ordinance Amending Chp 5.Final Appeal to CC.5.12.2026 (Business License Code Text Amendment - Appeal Authority)