



AMERICAN FORK CITY COUNCIL
NOVEMBER 3, 2026
WORK SESSION AGENDA

Notice of Electronic Meeting

One or more City Council members may be physically absent from this meeting but may participate electronically.

Notice is hereby given that the American Fork City Council will hold a work session on Tuesday, November 3, 2026, at the City Administration Offices, located at 51 East Main Street, commencing at 4:00 p.m. The agenda shall be as follows:

WORK SESSION

The purpose of the City Work Sessions is to prepare the City Council for upcoming agenda items on future City Council Meetings. The Work Session is not an action item meeting. No one attending the meeting should rely on any discussion or any perceived consensus as action or authorization. These come only from the City Council Meeting.

1. Report on pressurized irrigation operations.
2. Discussion on the pressurized irrigation shareholder discount agreement.
3. Report from the library on the consortium agreement.
4. Adjourn.

Dated the 29th day of October 2026.

/s/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.



City of American Fork
November 3, 2026

DEPARTMENT: Administration
SUBMITTED BY: Terilyn Lurker

AGENDA ITEM: Discussion on the pressurized irrigation shareholder discount agreement.

BACKGROUND: The city previously discussed revisions to the pressurized irrigation shareholder agreements. The council will discuss the proposed agreement.

SUPPORTING DOCUMENTS:

[AFPI Shareholder Discount Agreement v.10.26.26.docx](#)



**American Fork City Pressurized Irrigation
Irrigation Shareholder Discount Agreement
for Residential User**



Property Owner Name: _____

Total number of irrigation shares owned: _____

Irrigation Certificate Numbers: _____

A. Property Address*: _____ Shares Allocated: _____

B. Property Address*: _____ Shares Allocated: _____

C. Property Address*: _____ Shares Allocated: _____

D. Property Address*: _____ Shares Allocated: _____

*Properties listed above must be within legacy service boundaries (land that was originally serviced through the irrigation ditch system).

In consideration for receiving a discounted user fee for the American Fork Pressurized Irrigation System (AFPI System) I agree to the following:

1. I authorize delivery of the water associated with the irrigation shares listed above to American Fork City through the AFPI System. This authorization does not transfer ownership of the irrigation company shares or the underlying share certificates to the City. The shareholder retains ownership of the shares, subject to the water delivery and allocation arrangements described in this Agreement.
2. Each American Fork Irrigation Company share equates to two acre-feet of water. One acre foot or 0.50 shares will be credited to the AFPI system for transmission conveyance.
3. The remaining one acre-foot of water per eligible share will be allocated for delivery through the AFPI System to the property listed above subject to applicable system operations and the terms of this Agreement. A discounted pressurized irrigation base rate fee for use of the AFPI System is subject to the following:
 - a. Discounted fee is equal to one-half of the current residential non-shareholder base rate fee provided that a minimum of one irrigation share per acre is owned by the property owner and allocated to the property.
 - b. If less than the minimum number of shares is owned to receive the full discount on the base rate fee, then the discount will be pro-rated based on the proportionate number of shares owned and allocated to the property.
 - c. If more than the minimum number of shares is owned, then an additional prorated discount will be applied to the base rate fee, provided that the minimum monthly base rate fee is no less than \$0.00. The applicable discount will be calculated separately for each utility account using the City's adopted calculation methodology.
 - d. Annual Tier 1 water usage allotment equals one acre foot of water per share applied to the property(ies) listed above over the six-month watering season of April 15 through October 15.. The annual allotment will be divided evenly into monthly billing allotments according to the City's adopted billing methodology. Any usage exceeding the applicable monthly Tier 1 allotment will



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be billed at the applicable above the monthly allotment tier 2-4 usage rates, subject to the annual reconciliation process described below

- e. An annual shareholder usage reconciliation form may be submitted to the City by December 31 of the same billing year for an adjustment on monthly Tier 1 overage charges provided that the total usage does not exceed Tier 1 annual allotment. Adjustments will be applied to irrigation usage charges by April 15 of the following year.

For purposes of reconciliation, the City will compare the total eligible irrigation usage for the applicable irrigation season against the property's annual Tier 1 allotment. If the property incurred monthly Tier 1 overage charges but total eligible seasonal usage did not exceed the annual Tier 1 allotment, the City will calculate an adjustment under its adopted reconciliation methodology. The adjustment will apply only to eligible usage charges and will not affect the base rate fee or other applicable charges. The shareholder must submit the reconciliation form by December 31 of the applicable billing year. [CITY TO CONFIRM: Whether this is a mandatory deadline and whether exceptions or administrative extensions will be permitted.]

- f. Rates are subject to change as adopted by City Council in the General Fee Schedule. Discount calculations and usage charges will be based on the rate and classifications in effect for the applicable billing period.
- 4. I agree that I will use my irrigation shares only on the property(ies) designated above. For purposes of this Agreement, the irrigation shares must be allocated to the designated property or properties and their corresponding City utility accounts. Allocation of shares under this Agreement is solely for purposes of administering the City's shareholder discount program and does not make the shares legally appurtenant to the property or transfer ownership of the shares. The shareholder must retain ownership of, or otherwise establish eligibility to apply, the shares allocated to each property. A share may not be allocated to more than one property or utility account for the same period. The City may require documentation reasonably necessary to verify share ownership, authorized use, and allocation.
 - 5. If I sell or transfer my irrigation shares to another party, I must notify the City promptly. The City will recalculate the applicable base rate discount and Tier 1 usage allotment based on the number of eligible shares remaining allocated to the property. A sale or transfer of fewer than all allocated shares will not, by itself, eliminate the entire discount if the property continues to qualify for a partial discount. If no eligible shares remain allocated to the property, the shareholder discount will terminate in accordance with the City's applicable billing and program rules.
 - 6. A new shareholder discount agreement will be required for any change in property address or allocated shares as listed above. A new agreement will also be required when a change in property ownership, share ownership, death of a shareholder, trust administration, or other material circumstance affects eligibility for the discount or the allocation of shares. The shareholder or other affected party must notify the City promptly of such a change. Share allocation changes requested for an upcoming irrigation season must be submitted and approved by April 1. No voluntary reallocation of shares between properties will be permitted after April 1 for that irrigation season, except as expressly authorized by the City under an adopted policy.
 - 7. 8. Prior Agreements; Effective Date. Upon execution by the shareholder and acceptance by the City, this Agreement supersedes and replaces any prior pressurized irrigation shareholder



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discount agreement between the same parties relating to the shares and properties identified in this Agreement, effective on the date established by the City in accordance with applicable law and adopted policy.

8. Verification and Administration. The shareholder agrees to provide accurate information regarding share ownership, certificate numbers, designated properties, and share allocations. The City may verify such information against available irrigation company records and City utility records. The City may correct administrative or calculation errors in accordance with applicable law, adopted rates, and City procedures, with notice to the affected utility account holder.

By signing this agreement, I certify that I am the legal owner of the irrigation shares as evidenced by the attached share certificate copy or that I am the beneficiary of a family trust as certified below. I further certify that the shares identified in this Agreement are eligible for the allocations requested, that they have not been allocated to another property or utility account for the same period, and that I will notify the City of any material change affecting eligibility.

Signed (Property owner)

Date

If shares are owned by a family trust, I certify that the property owner listed above is an authorized beneficiary of the trust and the number of shares owned as stated will be assigned to the property designated above.

The trustee further certifies that the trust authorizes the allocation and use of the identified shares for purposes of this Agreement.

Trust Name

Trust Date

Signed (Trustee)

Date



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FOR OFFICE USE ONLY

For properties A – D listed on page 1:

Property	Utility Account	Parcel Square Footage	Base Rate Discount Applied	Tier 1 Annual Usage Allotment
A				
B				
C				
D				

Verified Share Certificate Number(s): _____

Total Eligible Shares Allocated: _____

Applicable Irrigation Season: _____

Prior Agreement Superseded (if applicable): _____

Effective Date of New Agreement: _____

Accepted by: _____

Date: _____

Calculated by: _____

Date: _____

Verified by: _____

Date: _____