

AMERICAN FORK CITY COUNCIL
JUNE 2, 2020
WORK SESSION AGENDA

NOTICE OF ELECTRONIC MEETING

Pursuant to COVID-19 Federal Guidelines, this meeting will be conducted electronically. You may watch the meeting live-streamed at <https://www.afcity.org/AgendaCenter>.

WORK SESSION

The purpose of 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.

The American Fork City Council will meet in a work session on Tuesday, June 2, 2020, electronically, commencing at 4:00 p.m. The agenda shall be as follows:

1. Review of the city's branding style guide as presented by Jibe Media (15 minutes)
2. Discussion of FY2021 RDA Budget (30 minutes)
3. Discussion on the FY 2021 city budgets and review of budget book. (45 minutes)
4. Discussion on Proposed 2020-21 General Fee Schedule (20 minutes)
5. Adjourn.

Dated this 29 day of May, 2020.



Terilyn Lurker
City Recorder

- In accordance with the Americans with Disabilities Act, American Fork City 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 change to accommodate the needs of the City Council, the staff, and the public.

CITY COUNCIL STUDY ITEM

**City of American Fork
COUNCIL WORK SESSION
JUNE 2, 2020**

Department Administration

Department David Bunker

STUDY ITEM Review of the city's branding style guide as presented by Jibe Media

This agenda item will give city council time to discuss the style guide. Jibe staff will be present to answer questions regarding the style guide and discuss implementation.

SUPPORTING DOCUMENTS

AFC_Style-Guide_Draft_v9 (PDF)

Police-Patch (PDF)



AMERICAN
18 FORK 53

AMERICAN FORK / BRAND GUIDELINES

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SECTION 1

Style Guide

BRAND

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BRAND

BRAND PERSONALITY

American Fork is a place of balance. Situated between two of Utah's largest metropolitan areas, the city finds itself, quite literally, in the middle of everything. As a central hub along the Wasatch Front, the city's convenient location allows for easy access to almost everything. With a famous lake on one side and a world-class mountain range on the other, the city is also a center of recreation and a place of great natural beauty. With an impressive offering of recreational destinations, restaurants, and other businesses, American Fork is a destination for people living in surrounding cities.

The city's sense of equilibrium goes beyond geography. American Fork has achieved an impressive balance between the past and the future that makes it unique among cities. While other cities advance rapidly toward unencumbered modernization, American Fork balances its progress with a healthy respect for its roots and a strong connection to its past. While honoring its heritage, however, the city has also advanced into the modern era with impressive economic development and the addition of cutting edge infrastructure in the areas of transit and information technology. In American Fork, the past and future come together to create a perfect place to live and work in the present.

American Fork seems to gravitate naturally toward a happy medium—it's not overly urban or overly rural; it's not too big or too small. That temperance helps define the personality of the city and its residents. In many ways, the city is a classic American town with classic American values—its residents are family-oriented, patriotic, humble, and hard working. They are authentic, honest, and sincere, while avoiding pretentiousness.

The HUB of UTAH COUNTY



BRAND

BRAND PROMISES

1. A Sense of Home—For most people who put down roots, American Fork quickly feels like home. As a result, people tend to stay in American Fork, even across generations. Its proximity to amenities—including parks, a library, and a recreational program—make American Fork a great place to raise a young family, but it's also perfect for families of all ages and stages of life.

2. Quality of Life—As a bigger city with a small town feel, American Fork offers an exceptional quality of life. The city is very safe, economically sound, and offers endless recreational opportunities. With a close connection to nature and the availability of recreational activities, it's easy to live an active, healthy, and peaceful life. With something for everyone, the city enables residents to do the things they love.

3. Top-Tier Public Services—The city government supports and improves quality of life by supplying impressive public amenities and top-tier public services. Police and fire departments are valued members of the community and perform at a high level to keep the city safe and secure. Public parks, libraries, and other features enrich the lives of residents.



KEY DIFFERENTIATORS

1. Great Value—In keeping with the city's theme of balance, American Fork offers a great place to live, with wonderful homes and unmatched amenities and services, while also offering affordability and a reasonable cost of living. While home sizes and prices have rapidly increased in surrounding cities, American Fork continues to offer an exceptional, but attainable lifestyle.

2. Location—For obvious reasons, the city's convenient, centralized location cannot be replicated by other cities. American Fork boasts a proximity to natural features—including Timpanogos Cave, American Fork Canyon, American Fork River, and Utah Lake—that cannot be replicated by other municipalities.

3. Opportunity—True to its strong sense of patriotism, American Fork views itself as a land of opportunity. From employment and housing to recreation and entertainment, everyone can find something in American Fork. American Fork gives residents the freedom to do what they want. The city's centralized location, proximity to everything, and its impressive list of amenities make it a place of great opportunity.



BRAND

BRAND PERCEPTION ATTRIBUTES

The brand should communicate and convey the following perception categories:

1. Traditional

Strong
Durable
Classic
Powerful
Classy
Trustworthy
Enduring
Mature
2. Serene

Calm
Peaceful
Cool
Constant
Faithful
True
Dependable

PRIMARY BRAND AUDIENCES

The components, definitions and objectives of the brand identity should align with the following key audiences:

1. City Residents

—Those who call American Fork home are firmly planted in “Middle America.” While most residents have not prioritized the accumulation of massive wealth, they are financially secure and, for the most part, fiscally conservative. Most own their homes and feel closely connected to the community. Generally speaking, they are honest, hard working, highly educated, kind, faithful, patriotic and have a sense of civic duty. They share a common concern for the community and a sincere sense of volunteerism and service.
2. Business Owners and Developers

—American Fork attracts businesses, developers, and other economic interests with its central location, elevated lifestyle, educated population, and impressive infrastructure, including its fiber connectivity and transportation options. Those businesses offer higher incomes and are looking for value, not just tax breaks. They recognize the benefits of establishing a presence in a community that offers options for living, working, and playing.

BRAND

BRAND VOICE

The American Fork voice is a critical component of the brand. The city’s verbal communications should be carefully prepared and consistently executed. Thoughtful use of language will reinforce the brand’s primary characteristics and unique personality. The city should adhere to the following tone and guidelines in all communications.

OVERARCHING TONE

Proper, Positive, and Personal

As a city, American Fork should remain proper and professional in its communications, while avoiding language that is overly casual. At the same time, American Fork should be personal in its approach to language to reflect the warm, welcoming nature of the city, and should never be too serious or stuffy. Finally, American Fork should make every effort to convey a sense of confidence in its future by incorporating language that communicates positivity and an upbeat vibe.

PRIMARY MESSAGE

“The Hub of Utah County”

A fork in the road is a place of options and represents a sense of excitement and adventure. People love knowing that they can choose their own path. True to its name, American Fork represents a place of immense possibility, of freedom, and of unmatched convenience. As a central hub along the Wasatch Front, American Fork is convenient to Utah’s two largest metropolitan areas and serves as an important center for economic, residential, and recreational activity.

This concept of centrality extends beyond geography. Metaphorically speaking, American Fork is a place where people have the freedom to pursue their passions and options to live the American dream. As a bigger city with a small-town feel, American Fork seems to gravitate naturally toward a happy medium in all things—it’s not overly urban or overly rural; it’s not too big or too small. That temperance helps define the personality of the city and its residents.

COMMONLY USED PHRASES

“The Hub of Utah County.”

“In American Fork, it’s easy to find your center.”

“American Fork is at the center of everything.”

“In the middle of everything.”

“The middle of everywhere.”

“Find your balance.”

“A place of balance.”

BRAND

SPECIFIC GUIDELINES

American Fork should utilize language that communicates its welcoming nature, where people love to live and work. In most communications with residents, the city should speak from the perspective of a prominent community member and not from the perspective of a governmental organization. Whenever possible, American Fork should refer to itself in the first-person plural tense in order to sound authentic, welcoming, and personable. It should also address residents directly and personally. Of course, more formal communications may strike a more official tone, and discussion on certain topics will require the use of certain terms.

<i>Use These Words/Phrases</i>	<i>Avoid These Words/Phrases</i>
We/Our/Us	The city government, the city
“We hope you’ll enjoy...”	“The city hopes that residents will appreciate...”
Neighbors, friends, residents	Constituents, citizens, population, taxpayers

WHAT DO WE CALL OURSELVES?

The power of place and community is that they can help shape a person’s identity and add to their sense of belonging. This can best be accomplished by adopting a shared vocabulary and a shared set of rules for what residents call themselves and for what they call their city.

THE CITY NAME

In most communications, the city can simply be called “American Fork.” In more formal communications or when more detail may be useful, it can be referred to as “American Fork City”, which is preferred over “The City of American Fork.”

THE “AF” ACRONYM

The Acronym “AF” is a valued part of the city’s history and tradition. It signals belonging and shared knowledge. The city should accept and encourage its continued use among residents. However, due to current linguistic trends, the acronym is likely to be misunderstood by those not familiar with the city. The acronym is also limiting from a branding perspective as its use reduces the number of times our audience comes into contact with the city’s full name. As such, it should generally be avoided in official, external communications. The “AF” acronym should never be used after the name of an event or title.

<i>Examples</i>	YES: American Fork Steel Days
	YES: Steel Days in American Fork
	YES: AF Steel Days
	NO: Steel Days AF

ACCEPTABLE DEMONYMS

A demonym is a word used to identify a person or people that live in a specific place. With no natural demonym available, American Fork should generally use simple descriptors like “resident” to describe those that live within the city. Demonyms derived from the word “fork” and from the acronym “AF” should all be avoided.

SECTION 2

Visual Identity

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LOGO USAGE

PRIMARY LOGO

The American Fork logo is the central element of the American Fork brand. The primary version of the logo is a vertically stacked composition comprised of a distinctive mark representing the Hub of Utah County, paired with a custom-drawn logotype that embodies the strength, legacy, and uniqueness of American Fork.

Strict adherence must be paid in maintaining uniform design characteristics that will allow for maximum brand recognition. Always use authorized artwork. Precise, consistent reproduction of the logo is essential in reflecting the personality of the brand. Careful use of the logo will reinforce its importance and will help it to become a recognizable image. An easily identifiable logo will build recognition for the city.

The vertical lockup (shown below) is the primary version of the logo. When possible, this version should always be used. In certain cases when vertical space is limited and horizontal space is more plentiful, a horizontal lockup is available.



HORIZONTAL LOGO

The horizontal lockup uses the same icon from the full logo signature, but here it is paired with a modified wordmark and rearranged to conserve vertical space. Because this lockup places a slightly greater emphasis on the words “American Fork,” it should only be used when necessary. Always use your best judgement when determining which lockup is best.



LOGOTYPE

In addition to the full logo signature, the custom logotype may be used as its own identifying graphic for American Fork. Because the logotype lacks the mark, it is much shorter than the full logo signature. Its use is more appropriate and economical when space is severely lacking. If at all possible, use the full logo signature. Always use your best judgement when determining which lockup is best.



LOGO USAGE

MARK

One of the main identifying elements of the American Fork brand is the mark or symbol. It is usually paired with the custom logotype, but it can be used on its own as an abbreviated icon to represent the city. The isolated mark is especially useful for instances where the logotype would become illegible due to size restrictions, or certain formats where a concise, contained image is necessary, such as a social media avatar or website favicon.

The mark is comprised of key visuals that celebrate the unique features of the city, its history, and its location. Radiating from the center of the circle are the spokes of a wagon wheel that converge at a central point. This pays tribute to American Fork's pioneer legacy while also emphasizing American Fork's central location as the "Hub of Utah County." The spokes also double as light rays that emanate from a central sun. Mountains rise from the base of the circle, representing the peaks of the Wasatch Mountain Range, as well as American Fork Canyon and other natural features of the surrounding environment.



CLEAR SPACE

The primary logo presentation is enhanced by maintaining a clear area, void of all elements surrounding the logo. Keep in mind, this is a minimum clear area. Ideally, there will always be a very generous amount of clear space around the logo. Doing so increases the legibility of the logo and the integrity of the identity as a whole. This area is defined by the width of the "O" in "Fork."



LOGO USAGE

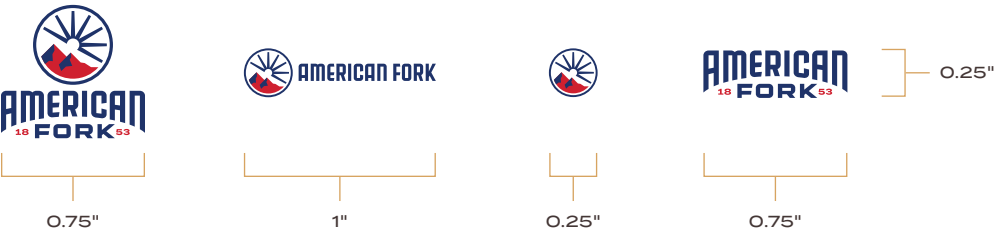
APPROPRIATE SIZING

When using the full logo signature, be conscious of its size. The letterforms and other small details will lose legibility at small sizes. When the logo width has to be 0.5” or smaller, consider using the mark alone in place of the logo. Beyond that size, 0.25” wide is the *absolute minimum size* for the mark.



MINIMUM SIZES

Follow these basic sizing guidelines when using all of the various logo versions. The safest minimum size for the vertical lockup or the custom logotype is 0.75” wide. When printed at smaller sizes, the “1853” established date within the logotype may be rendered unreadable. The horizontal version can be displayed at 1” wide. The mark alone may be displayed at sizes down to 0.25” wide. Both the horizontal logo and the custom logotype should not be used at sizes where the height is less than 0.5”.

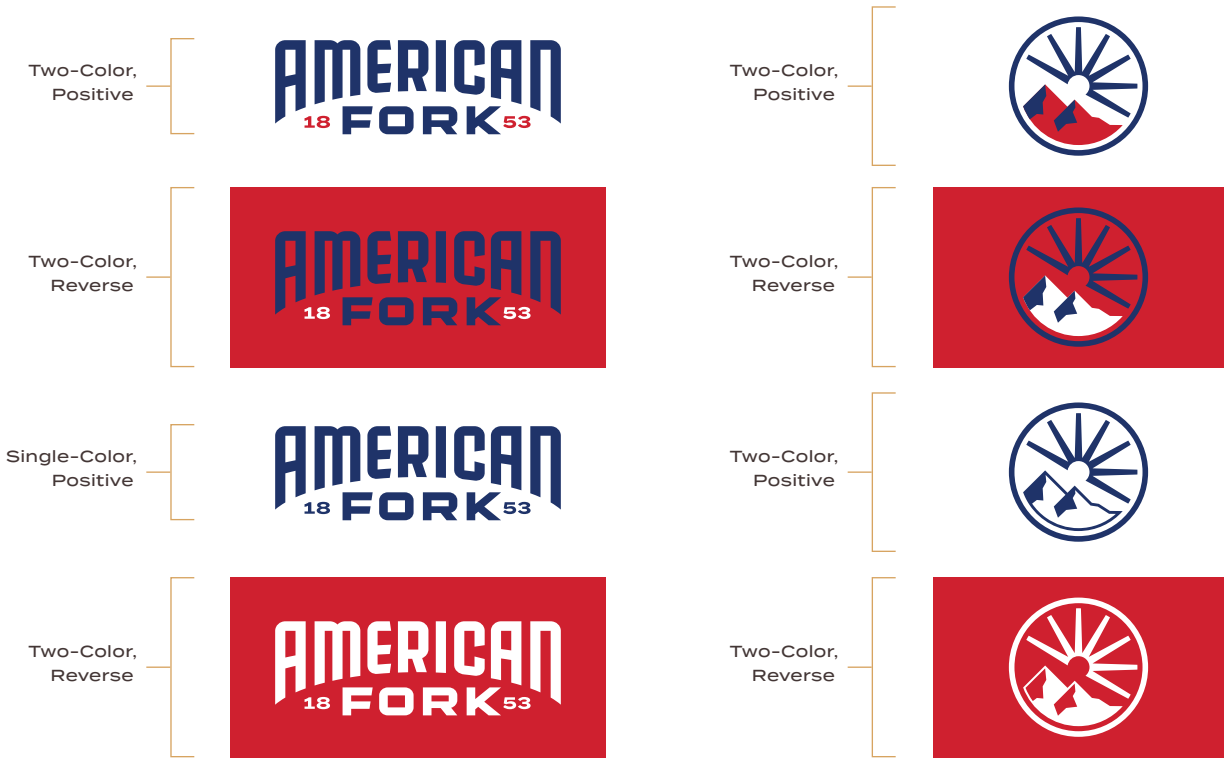
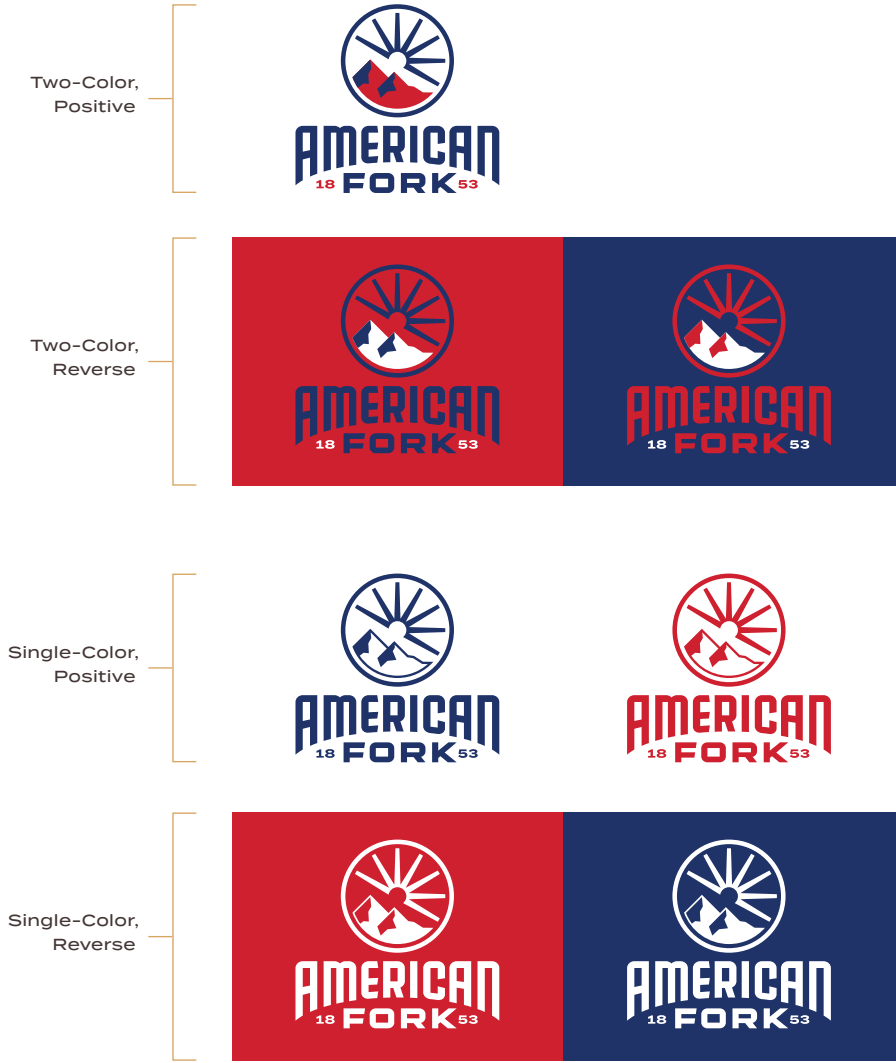


LOGO USAGE

COLOR VERSIONS

The primary American Fork logo is two colors: blue and red. However, in certain instances it may be necessary or desirable (for added visual variety) to use an alternative color application or single-color version, especially when placing the logo on a solid field of color. Take special care to choose the appropriate logo for a particular background. Shown below are the acceptable color variations.

NOTE: The mountain’s shadows should *always* be darker than the face of the mountain.



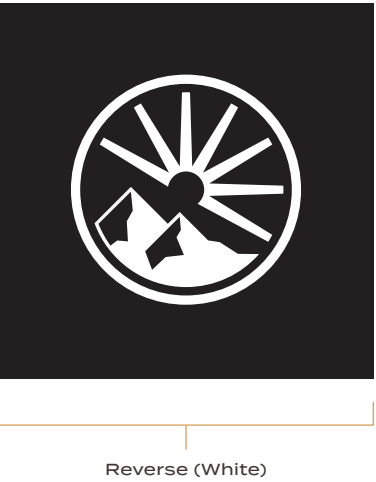
Attachment: AFC_Style-Guide_Draft_v9 (Review Branding Style Guide)

LOGO USAGE

BLACK & WHITE VERSIONS

When full-color printing is not an option or is not necessary, black and white versions of the logos are available.

NOTE: The mountain’s shadows should *always* be darker than the face of the mountain.



LOGO USAGE

IMPROPER EXAMPLES

American Fork relies on a consistent use of its logos to present a strong and recognizable image to its audience. Preserving this identity requires strict adherence to the guidelines specified in this manual. Changing the properties of the logo is prohibited. Always use the artwork provided by American Fork or approved vendors.

Do not reproduce the logo with any method (such as embroidery at small sizes) that cannot accurately uphold the integrity of the logo's letterforms or design elements.

The following examples show industry-standard rules for preserving logo integrity. They are shown here on the full logo signature, but the same rules apply to the horizontal lockup, the logotype, and the mark alone.

NOTE: *Never* add extraneous or distracting effects to the logo (drop shadows, glows, etc.)



- | | |
|--|---|
| 1. Do not flip the logo or elements of the logo | 6. Do not modify the colors of the logo |
| 2. Do not rotate the logo | 7. Do not place the logo over busy imagery |
| 3. Do not lighten or screen the logo | 8. Do not outline solid elements of the logo |
| 4. Do not distort the logo or elements of the logo | 9. Do not scale the logo beyond minimum sizes |
| 5. Do not independently scale elements of the logo | |

LOGO USAGE

DEPARTMENTAL LOGOS

The American Fork logo has been adapted to allow for the creation of sub-brands for each of the city’s departments. The rules on the previous pages (clear space, minimum sizing, improper usage, etc.) should be applied to these iterations in the same way.

These departmental logos closely resemble the primary logo lockup, but adjustments have been made to the custom logotype to accommodate the inclusion of each department name below the lockup. The facing page shows further examples of departmental logos, including their horizontal lockups.

This guide does not show all of the American Fork departmental logos. Separate logo files have been provided for each of the current departments, as well as a template to aid in the creation of additional logos in the future.

NOTE: These logos should only be used when unique identification is required to distinguish a certain department. For most marketing applications and public-facing communications, the primary American Fork logo should be used.



Attachment: AFC_Style-Guide_Draft_v9 (Review Branding Style Guide)

COLOR PALETTE

SPECIFICATIONS

The American Fork color palette was created to convey a visual uniformity throughout all communication materials. Consistent color usage across all media is integral to the brand identity. Shown here are the color formulas for reproducing the approved American Fork colors in several print and digital formats. No other color specifications should be used.

PATRIOT RED

Pantone 186 C
C 13 M 100 Y 91 K 3

#CE202F
R 206 G 32 B 47

ACCENT

Pantone 187 C
C 23 M 100 Y 88 K 15

#AA182C
R 170 G 24 B 44

PIONEER BLUE

Pantone 294 C
C 100 M 90 Y 29 K 19

#213469
R 33 G 52 B 105

ACCENT

Pantone 2766 C
C 100 M 96 Y 36 K 38

#1C1F4E
R 28 G 31 B 78

ANTIQUE BRASS

Pantone 7509 C
C 16 M 36 Y 71 K 3

#D7A562
R 215 G 165 B 98

DARK LEATHER

Pantone 439 C
C 60 M 66 Y 62 K 54

#443636
R 68 G 54 B 54

WARM LINEN

Pantone Warm Gray 1 C 20%
C 1 M 2 Y 2 K 0

#FAF7F5
R 250 G 247 B 245

ACCENT

Pantone Warm Gray 1 C
C 15 M 14 Y 17 K 0

#D7D1CB
R 215 G 209 B 203

TYPOGRAPHY

TYPEFACES & HIERARCHY

In addition to the correct usage of logos and colors, consistent typography is also an important element that maintains a clear sense of the American Fork brand. The specific typefaces that American Fork uses are *Termina* by Fort Foundry and *Freight Text Pro* by GarageFonts. Both are available on Adobe Fonts (TypeKit) as desktop fonts and web fonts. They are also available for purchase at MyFonts.com. The same rules and hierarchy outlined here for print should also be implemented for digital applications. Sizing for web should follow appropriate online interface rules.

Termina Bold
Title Case
No Tracking, Kern If Needed

Termina Bold
All Caps
100 Tracking

Termina Bold
All Caps
100 Tracking

Freight Text Pro Book
Sentence Case
No Tracking

Termina Medium
Sentence Case
25 Tracking

Large Headlines

SMALL HEADLINES

SUBHEADS

Body copy. Main body text should be typeset according to the circumstances under which it will ultimately be read. The copy you are currently reading is set at 10 pt. with 16 pt. leading. In general, tracking should not be applied to body copy. Digital applications should adjust the size and spacing of body copy to accommodate smaller screen sizes.

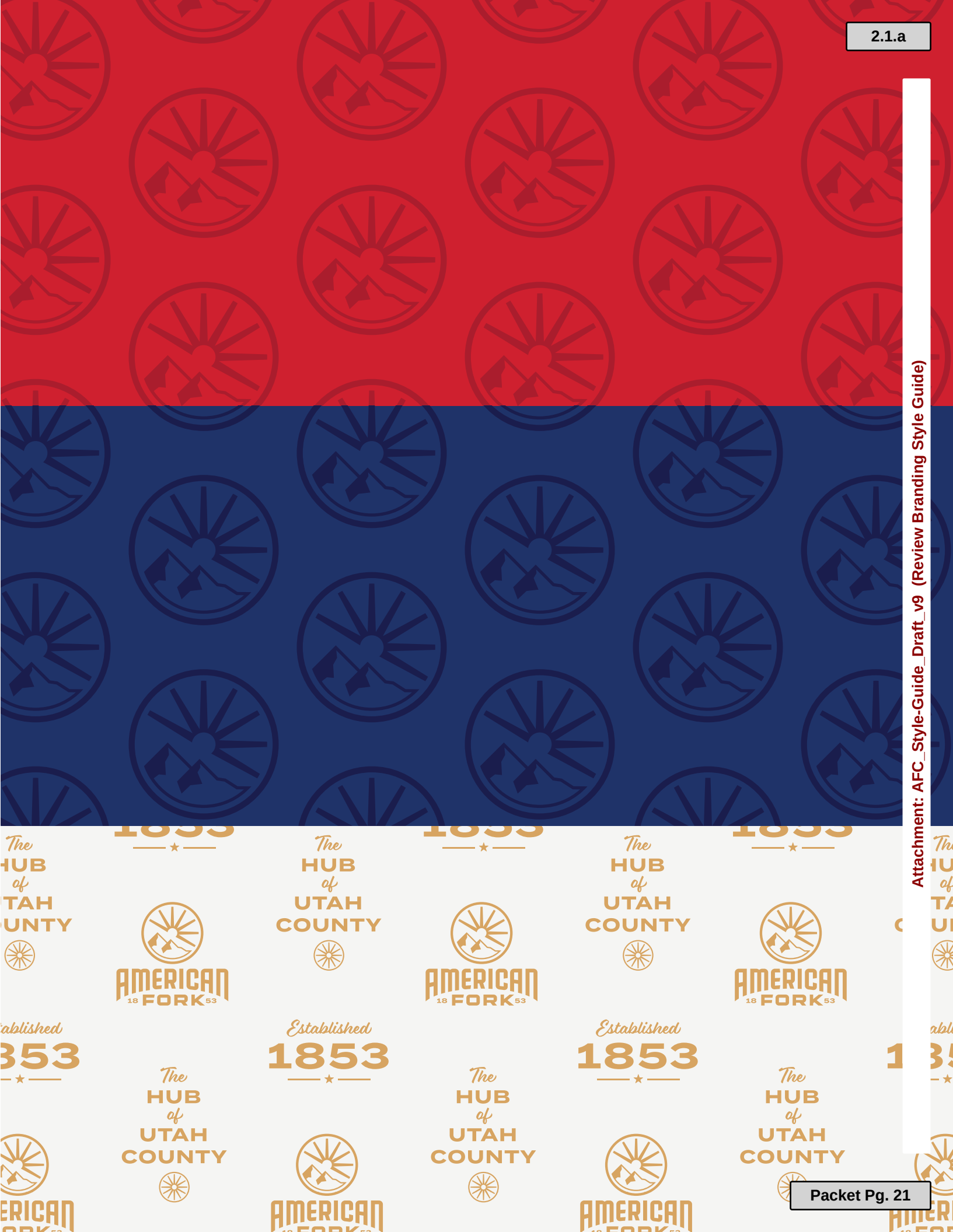
Small callouts

Attachment: AFC_Style-Guide_Draft_v9 (Review Branding Style Guide)

GRAPHIC ELEMENTS

PATTERNS

In addition to the other elements of the American Fork brand, specific patterns have been created. They have been derived from the logo itself and supporting graphic elements. They are intended for use only as a supporting background texture and are available for use in the approved brand colors.



Attachment: AFC_Style-Guide_Draft_v9 (Review Branding Style Guide)

GRAPHIC ELEMENTS

ADDITIONAL BRAND ASSETS

To allow for a more expressive brand landscape, custom supporting graphic elements have been created. These typographic lockups should only be used in support of the main brand and should never be used in place of the primary logo lockup. Examples of their intended use can be found throughout this guide.

NOTE: The parts and pieces of these lockups should never be used in any form other than the way they are presented here, especially the wagon wheel mark. Doing so would create visual confusion with the primary mark and dilute the brand.

Established
1853
— ★ —



The
HUB
of
UTAH
COUNTY



Brand Examples

APPLICATIONS

Apparel	38
Flag	39
Stationery	40

APPLICATIONS

APPAREL



FLAG



Attachment: AFC_Style-Guide_Draft_v9 (Review Branding Style Guide)

APPLICATIONS



OFFICE: (801) 555-1234
FAX: (801) 555-1234
WEB: www.afcity.org

51 E Main St
American Fork, UT
84003

January 1, 2020

To Whom It May Concern,

Lorem ipsum dolor sit amet, consectetur adipiscing elit. In turpis dolor, sagittis in arcu quis, consectetur tincidunt lacus. Proin dui diam, iaculis vel euismod vitae, consectetur in sem. Integer eu tristique sapien. Suspendisse ornare viverra felis. Vivamus at lobortis nisi, at bibendum odio. Fusce volutpat mi vitae nulla iaculis, nec tincidunt massa rutrum. Mauris finibus lorem sit amet pharetra egestas. Vivamus posuere, odio at tempor interdum, ipsum ex condimentum purus, vel pellentesque enim est id sapien. Aenean id tellus sed velit ultricies suscipit. Nullam gravida egestas lorem ac pulvinar. Nullam rhoncus sem tristique est facilisis condimentum. Mauris sed tempor quam, id accumsan ligula. Ut suscipit velit vel quam mattis, vitae tempor ipsum rhoncus. Cras ullamcorper semper lectus, sagittis porttitor lorem.

Fusce iaculis scelerisque sapien sit amet commodo. Nulla quis neque quis felis efficitur volutpat maximus quis risus. Sed scelerisque purus et erat semper condimentum. Ut sit amet auctor lacus. Aliquam et pulvinar sapien. Nunc aliquam aliquam felis nec lobortis. Quisque bibendum porttitor nisi, ac egestas nulla dictum malesuada. Maecenas quis libero eu orci laoreet posuere. Morbi mattis a risus non semper. Nullam vel augue ac lorem pellentesque posuere et ac dui. Nullam scelerisque non nulla sit amet volutpat. Aliquam et imperdiet lacus. Donec eu ligula imperdiet, scelerisque erat sed, vehicula turpis. Donec dignissim cursus mauris, sit amet auctor ante porta suscipit. Suspendisse dapibus lacus posuere sodales vulputate. Curabitur sed vulputate arcu.

Sincerely,

John Smith





Firstname Lastname
Title Goes Here

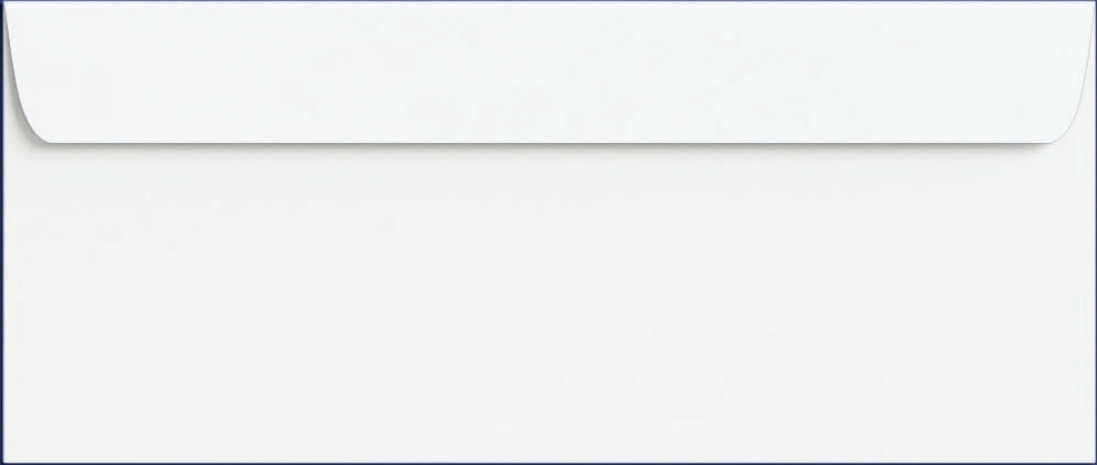
EMAIL: emailaddressname@afcity.net
OFFICE: (801) 555-1234
CELL: (801) 555-1234
FAX: (801) 555-1234

51 E Main St
American Fork, UT
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www.afcity.org





51 E Main St
American Fork, UT
84003



APPLICATIONS



AMERICAN 18 FORK 53

CONTACT INFORMATION

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PHONE: (801) 763-3000

MAY 2020

AFCE



CITY COUNCIL STUDY ITEM

City of American Fork COUNCIL WORK SESSION JUNE 2, 2020

Department Finance

Department *Anna Montoya*

STUDY ITEM Discussion of FY2021 RDA Budget

STUDY ITEM

Review of the proposed FY2021 Redevelopment Agency budgets.

BACKGROUND

The Redevelopment Agency accepted a tentative budget for the 2020-2021 fiscal year. This discussion item is to provide further clarification to the Egg Farm Economic Development Agency in anticipation of the proposed final budget adoption on June 23, 2020.

BUDGET IMPACT

Budget impacts are detailed on the fund budgets attached.

SUPPORTING DOCUMENTS

FY2021 Budget - RDA Revised (PDF)
Financial Statements Egg Farm EDA (PDF)



American Fork City Proposed Annual Budget Fiscal Year 2020-2021

Special Revenue Fund Budgets

RDA - Downtown Redevelopment Fund

FUND SUMMARY

The Downtown Redevelopment fund is used to enhance and promote the City's core downtown area and to account for one small business revolving loan issued by the City that is still outstanding.

DEPARTMENT BUDGET

Description	Actual 2017-18	Actual 2018-19	Estimated 2019-20	Approved 2019-20	Proposed 2020-21
REVENUES					
Interest Revenue	\$ 2,332	\$ 3,520	\$ 3,215	\$ 3,000	\$ 3,000
Miscellaneous	25,000	-	-	-	-
TOTAL REVENUES	\$ 27,332	\$ 3,520	\$ 3,215	\$ 3,000	\$ 3,000
EXPENDITURES					
Professional & Technical	-	-	41,000	41,000	-
TOTAL EXPENDITURES	\$ -	\$ -	\$ 41,000	\$ 41,000	\$ -
Downtown Redevelopment Net Revenue	27,332	3,520	(37,785)	(38,000)	3,000
Beginning Fund Balance	103,254	130,586	134,106	134,106	96,321
Ending Fund Balance	\$ 130,586	\$ 134,106	\$ 96,321	\$ 96,106	\$ 99,321

American Fork City Proposed Annual Budget Fiscal Year 2020-2021

Special Revenue Fund Budgets



RDA-East Side Redevelopment Agency Fund

FUND SUMMARY

The East Side RDA fund (also known as the East Main RDA fund) was created to account for the revenues and expenditures for the East Main RDA project area created December 1992. The goal of the East Main RDA project area is to incentivize the commercial and industrial development of several blocks along Main Street in American Fork where conditions of blight were determined to be present. The fund will continue to receive “haircut” monies until 2025.

DEPARTMENT BUDGET

Description	Actual 2017-18	Actual 2018-19	Estimated 2019-20	Approved 2019-20	Proposed 2020-21
REVENUES					
Tax Increment	\$ 81,758	\$ -	\$ 5,114	\$ 1,700	\$ 1,700
Haircut-East Side	14,393	43,163	45,071	40,003	40,003
Interest Earnings	750	672	730	360	700
TOTAL REVENUES	\$ 96,901	\$ 43,835	\$ 50,915	\$ 42,063	\$ 42,403
EXPENDITURES					
Administrative Expenses	\$ 378	\$ -	\$ -	\$ -	\$ -
Total Expenditures	378	-	-	-	-
TRANSFERS OUT					
Transfer to Capital Projects Fund	45,812	8,520	-	-	-
Transfer to General Fund	2,900	-	-	42,063	42,403
Transfer to Debt Service Fund	47,585	35,175	-	-	-
Total Transfers Out	96,297	43,695	-	42,063	42,403
TOTAL EXPENDITURES	\$ 96,675	\$ 43,695	\$ -	\$ 42,063	\$ 42,403
East Side RDA Fund Net Revenue	226	140	50,915	-	-
Beginning Fund Balance	(226)	-	140	140	51,055
Ending Fund Balance	\$ -	\$ 140	\$ 51,055	\$ 140	\$ 51,055



American Fork City Proposed Annual Budget Fiscal Year 2020-2021

Special Revenue Fund Budgets

RDA-Business Park Redevelopment Fund

FUND SUMMARY

The Business Park RDA fund (also known as the North Valley RDA fund) was created to account for the revenues and expenditures of the North Valley RDA Project Area created September 1987. The goal of the North Valley RDA project area is to incentivize the commercial and industrial development along I-15 in American Fork. The fund will receive tax increment revenue through fiscal year 2019, and haircut monies through fiscal year 2026.

DEPARTMENT BUDGET

Description	Actual 2017-18	Actual 2018-19	Estimated 2019-20	Approved 2019-20	Proposed 2020-21
REVENUES					
Tax Increment	\$ 534,033	\$ 620,623	\$ 20,445	\$ -	\$ -
Haircut	96,428	131,088	325,071	312,101	312,101
Interest Earnings	20,634	42,004	54,560	20,634	20,634
TOTAL REVENUES	\$ 651,095	\$ 793,715	\$ 400,076	\$ 332,735	\$ 332,735
EXPENDITURES					
Administrative Expenses	\$ 6,415	\$ 3,870	\$ -	\$ -	\$ -
Developer Reimbursement	35,000	23,135	-	-	-
Development Activities	-	-	-	-	-
Haircut Expenditures	-	-	332,735	332,735	332,735
Administrative Charge-General Fund	-	-	-	-	-
Total Expenditures	41,415	27,005	332,735	332,735	332,735
TRANSFERS OUT					
Transfer to General Fund	23,200	34,543	-	-	-
Transfer to Debt Service Fund	385,007	353,417	-	-	-
Total Transfers Out	408,207	387,960	-	-	-
TOTAL EXPENDITURES	\$ 449,622	\$ 414,965	\$ 332,735	\$ 332,735	\$ 332,735
Business Park RDA Fund Net Revenue	201,473	378,750	67,341	-	-
Beginning Fund Balance	1,117,775	1,319,248	1,697,998	1,697,998	1,765,339
Ending Fund Balance	\$ 1,319,248	\$ 1,697,998	\$ 1,765,339	\$ 1,697,998	\$ 1,765,339

Attachment: FY2021 Budget - RDA Revised (Discussion of FY2021 RDA Budget)



American Fork City Proposed Annual Budget Fiscal Year 2020-2021

Special Revenue Fund Budgets

EDA-Egg Farm Economic Development Area Fund

FUND SUMMARY

The Egg Farm EDA was created to account for the revenues and expenditures of the Egg Farm EDA project area created in September 2000. The goal of the Egg Farm EDA project area is to incentivize the commercial and industrial development of a former chicken farm in American Fork City. The fund will receive tax increment revenue through fiscal year 2028, depending on when minimum tax increment levels are reached. It is important to note that 20 percent of tax increment received must go towards affordable housing projects in the state of Utah.

DEPARTMENT BUDGET

Description	Actual 2017-18	Actual 2018-19	Estimated 2019-20	Approved 2019-20	Proposed 2020-21
REVENUES					
Tax Increment	\$ 721,310	\$ 773,782	\$ 716,387	\$ 703,075	\$ 760,014
Tax Increment - Housing	180,327	193,446	179,097	175,769	190,003
Interest Earnings	29,828	60,913	61,000	18,000	20,000
TOTAL REVENUES	\$ 931,465	\$ 1,028,141	\$ 956,484	\$ 896,844	\$ 970,017
EXPENDITURES					
Administrative Expenses	\$ 4,457	\$ 5,229	\$ 42,000	\$ 10,000	\$ 24,510
Developer Reimbursement	450,819	483,614	474,253	439,422	291,273
Development Activities	50,000	-	-	175,769	-
Administrative Charge-General Fund	-	-	33,942	33,942	39,947
860 E Reconstruction	-	-	500,000	500,000	-
Widening of 1500 South	-	-	50,000	-	-
Widening of Sam White Lane	-	-	-	-	1,103,313
Total Expenditures	505,276	488,843	1,100,195	1,159,133	1,459,043
TRANSFERS OUT					
Transfer to General Fund	31,900	38,334	-	-	-
Transfer to Storm Drain Fund	-	-	748,999	-	-
Total Transfers Out	31,900	38,334	748,999	-	-
TOTAL EXPENDITURES	\$ 537,176	\$ 527,177	\$ 1,849,194	\$ 1,159,133	\$ 1,459,043
Egg Farm EDA Fund Net Revenue	394,289	500,964	(892,710)	(262,289)	(489,026)
Beginning Fund Balance	1,665,738	2,060,027	2,560,991	2,560,991	1,668,281
Ending Fund Balance	\$ 2,060,027	\$ 2,560,991	\$ 1,668,281	\$ 2,298,702	\$ 1,179,255
Fund Balance Restricted For:					
Administration	111,150	115,949	84,781		67,825
Affordable Housing	1,054,864	1,248,310	1,427,407		1,617,410
Developer Funded Infrastructure	(44,400)	(44,400)	(70,911)		-
Public Infrastructure	938,413	1,241,133	227,005		(505,980)
Ending Fund Balance	\$ 2,060,027	\$ 2,560,992	\$ 1,668,282	\$ -	\$ 1,179,255

Attachment: FY2021 Budget - RDA Revised (Discussion of FY2021 RDA Budget)



CRA-Patriot Station Community Reinvestment Area

FUND SUMMARY

The Patriot Station CRA Project Area Plan was drafted in October 2018 to define the method and means of transit oriented development (TOD) around the vicinity of the American Fork FrontRunner Station. Future development within the Project Area includes proposed high and medium density multi-family housing and the creation of space for offices and commercial businesses, including numerous infrastructure and improvements to capture the vision and density of the anticipated transit oriented development. As of May 5, 2020, the creation of the CRA has been put on hold pending approval by other taxing entities within the project area.

DEPARTMENT BUDGET

Description	Actual 2017-18	Actual 2018-19	Estimated 2019-20	Approved 2019-20	Proposed 2020-21
EXPENDITURES					
Administrative Expenses	\$ 24,509	\$ 65,437	\$ -	\$ -	\$ -
TOTAL EXPENDITURES	\$ 24,509	\$ 65,437	\$ -	\$ -	\$ -
Patriot Station CRA Fund Net Revenue	(24,509)	(65,437)	-	-	-
Beginning Fund Balance	(55,754)	(80,263)	(145,699)	(145,699)	(145,699)
Ending Fund Balance	\$ (80,263)	\$ (145,699)	\$ (145,699)	\$ (145,699)	\$ (145,699)

CITY OF AMERICAN FORK

Egg Farm Economic Development Project Area

Schedule of Revenues, Expenditures and Changes in Fund Balance

	Project Budget	Actual 2005	Actual 2006	Actual 2007	Actual 2008
REVENUES					
Tax Increment		164,069	180,451	154,608	213,222
Interest Revenue		<u>17,028</u>	<u>10,695</u>	<u>22,009</u>	<u>33,980</u>
Total Revenues		181,097	191,145	176,618	247,202
EXPENDITURES					
Administration		5,904	4,737	7,686	9,430
Affordable Housing		-	-	-	-
Developer Infrastructure Reimbursement		53,600	108,025	76,862	98,848
Public Infrastructure					
Property Purchase	393,000	-	-	-	-
Reconstruction of 860 East	500,000	-	-	-	-
Widening of 630 East*	250,000	-	-	-	-
Widening of 1300 South*	360,000	-	-	-	-
Widening of 1500 South**	2,986,066	-	-	-	-
Widening of Sam White Lane	1,643,987	-	-	-	-
Culinary Water: 16" New Water Line	192,664	-	-	-	-
Pressurized Irrigation: 12" Pipe	142,768	-	-	-	-
Other Repairs	-	-	-	-	-
Storm Drain Pipe	<u>589,671</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Public Infrastructure	7,058,156	-	-	-	-
Total Expenditures		59,504	112,762	84,548	108,279
NET CHANGE IN FUND BALANCE		121,593	78,383	92,070	138,923
Beginning Fund Balance		<u>-</u>	<u>121,593</u>	<u>199,976</u>	<u>292,046</u>
Ending Fund Balance		121,593	199,976	292,046	430,969
FUND BALANCE RESTRICTED FOR					
Administration		2,300	6,585	6,629	7,860
Affordable Housing		32,814	68,904	99,826	142,470
Public Infrastructure		58,045	113,852	174,514	261,800
Developer Reimbursement		<u>28,434</u>	<u>10,635</u>	<u>11,077</u>	<u>18,839</u>
Total Fund Balance		121,593	199,976	292,046	430,969

*Projects completed prior to 2005

**Project underfunded

Attachment: Financial Statements Egg Farm EDA (Discussion of FY2021 RDA Budget)

CITY OF AMERICAN FORK

Egg Farm Economic Development Project Area

Schedule of Revenues, Expenditures and Change

	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Actual 2013
REVENUES					
Tax Increment	291,125	393,590	352,745	353,489	354,241
Interest Revenue	<u>15,942</u>	<u>6,962</u>	<u>4,023</u>	<u>5,108</u>	<u>6,266</u>
Total Revenues	307,067	400,552	356,768	358,597	360,507
EXPENDITURES					
Administration	-	17,599	23,532	598	1,467
Affordable Housing	-	3,285	75,253	-	-
Developer Infrastructure Reimbursement	140,550	175,990	176,372	176,745	177,121
Public Infrastructure					
Property Purchase	-	-	-	-	196,200
Reconstruction of 860 East	-	-	-	-	-
Widening of 630 East*	-	-	-	-	-
Widening of 1300 South*	-	-	-	-	-
Widening of 1500 South**	-	-	-	-	-
Widening of Sam White Lane	-	-	-	-	-
Culinary Water: 16" New Water Line	-	-	192,664	-	-
Pressurized Irrigation: 12" Pipe	-	-	190,176	-	-
Other Repairs	-	-	-	400	-
Storm Drain Pipe	-	-	-	-	-
Total Public Infrastructure	<u>-</u>	<u>-</u>	<u>382,840</u>	<u>400</u>	<u>196,200</u>
Total Expenditures	140,550	196,874	657,996	177,743	374,788
NET CHANGE IN FUND BALANCE	166,517	203,678	(301,228)	180,854	(14,280)
Beginning Fund Balance	<u>430,969</u>	<u>597,486</u>	<u>801,164</u>	<u>499,936</u>	<u>680,790</u>
Ending Fund Balance	597,486	801,164	499,936	680,790	666,510
FUND BALANCE RESTRICTED FOR					
Administration	22,416	24,497	18,602	35,679	51,924
Affordable Housing	200,695	276,128	271,424	342,122	412,970
Public Infrastructure	350,523	455,882	165,252	258,332	156,959
Developer Reimbursement	<u>23,852</u>	<u>44,657</u>	<u>44,657</u>	<u>44,657</u>	<u>44,657</u>
Total Fund Balance	597,486	801,164	499,936	680,790	666,510

*Projects completed prior to 2005

**Project underfunded

Attachment: Financial Statements Egg Farm EDA (Discussion of FY2021 RDA Budget)

CITY OF AMERICAN FORK

Egg Farm Economic Development Project Area

Schedule of Revenues, Expenditures and Change

	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Actual 2018
REVENUES					
Tax Increment	481,990	650,431	730,765	778,279	901,637
Interest Revenue	<u>7,110</u>	<u>12,692</u>	<u>15,407</u>	<u>27,148</u>	<u>29,828</u>
Total Revenues	489,100	663,123	746,172	805,427	931,465
EXPENDITURES					
Administration	2,319	2,210	32,719	44,324	36,357
Affordable Housing	-	-	(193,662)	210,388	50,000
Developer Infrastructure Reimbursement	256,495	398,772	365,383	389,140	450,819
Public Infrastructure					
Property Purchase	196,505	-	-	-	-
Reconstruction of 860 East	-	-	-	-	-
Widening of 630 East*	-	-	-	-	-
Widening of 1300 South*	-	-	-	-	-
Widening of 1500 South**	-	-	-	-	-
Widening of Sam White Lane	-	-	-	-	-
Culinary Water: 16" New Water Line	-	-	-	-	-
Pressurized Irrigation: 12" Pipe	-	-	-	-	-
Other Repairs	-	-	-	-	-
Storm Drain Pipe	-	-	-	-	-
Total Public Infrastructure	<u>196,505</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	455,319	400,982	204,439	643,852	537,176
NET CHANGE IN FUND BALANCE					
Beginning Fund Balance	<u>666,510</u>	<u>700,291</u>	<u>962,432</u>	<u>1,504,164</u>	<u>1,665,738</u>
Ending Fund Balance	700,291	962,432	1,504,164	1,665,738	2,060,028
FUND BALANCE RESTRICTED FOR					
Administration	73,705	104,016	107,836	102,425	111,150
Affordable Housing	509,368	639,454	979,269	924,537	1,054,864
Public Infrastructure	88,061	263,361	461,459	683,176	938,413
Developer Reimbursement	<u>29,157</u>	<u>(44,400)</u>	<u>(44,400)</u>	<u>(44,400)</u>	<u>(44,400)</u>
Total Fund Balance	700,291	962,432	1,504,164	1,665,738	2,060,028

*Projects completed prior to 2005

**Project underfunded

Attachment: Financial Statements Egg Farm EDA (Discussion of FY2021 RDA Budget)

CITY OF AMERICAN FORK

Egg Farm Economic Development Project Area

Schedule of Revenues, Expenditures and Change

	Actual 2019	Actual 2020	Proposed 2021	Proposed 2022	Proposed 2023
REVENUES					
Tax Increment	967,228	895,484	950,017	950,017	950,017
Interest Revenue	60,913	61,000	20,000	16,000	12,000
Total Revenues	1,028,140	956,484	970,017	966,017	962,017
EXPENDITURES					
Administration	43,563	75,942	64,457	64,457	64,457
Affordable Housing	-	-	-	-	-
Developer Infrastructure Reimbursement	483,614	474,253	291,273	-	-
Public Infrastructure					
Property Purchase	-	-	-	-	-
Reconstruction of 860 East	-	500,000	-	-	-
Widening of 630 East*	-	-	-	-	-
Widening of 1300 South*	-	-	-	-	-
Widening of 1500 South**	-	50,000	-	-	-
Widening of Sam White Lane	-	-	1,103,313	540,674	-
Culinary Water: 16" New Water Line	-	-	-	-	-
Pressurized Irrigation: 12" Pipe	-	-	-	-	-
Other Repairs	-	-	-	-	-
Storm Drain Pipe	-	748,999	-	-	-
Total Public Infrastructure	-	1,298,999	1,103,313	540,674	-
Total Expenditures	527,177	1,849,194	1,459,043	605,131	64,457
NET CHANGE IN FUND BALANCE	500,964	(892,710)	(489,026)	360,886	897,560
Beginning Fund Balance	2,060,028	2,560,991	1,668,282	1,179,256	1,540,142
Ending Fund Balance	2,560,991	1,668,282	1,179,256	1,540,142	2,437,702
FUND BALANCE RESTRICTED FOR					
Administration	115,949	84,781	67,825	50,869	33,913
Affordable Housing	1,248,310	1,427,407	1,617,410	1,807,414	1,997,417
Public Infrastructure	1,241,133	227,005	(505,980)	(318,141)	406,372
Developer Reimbursement	(44,400)	(70,911)	-	-	-
Total Fund Balance	2,560,991	1,668,282	1,179,255	1,540,141	2,437,701

*Projects completed prior to 2005

**Project underfunded

Attachment: Financial Statements Egg Farm EDA (Discussion of FY2021 RDA Budget)

CITY OF AMERICAN FORK

Egg Farm Economic Development Project Area

Schedule of Revenues, Expenditures and Change

	Proposed 2024	Proposed 2025	Proposed 2026	Proposed 2027	Proposed 2028
REVENUES					
Tax Increment	950,017	950,017			
Interest Revenue	<u>8,000</u>	<u>4,000</u>			
Total Revenues	958,017	954,017	-	-	-
EXPENDITURES					
Administration	64,457	64,457			
Affordable Housing					
Developer Infrastructure Reimbursement					
Public Infrastructure					
Property Purchase	-	-	-	-	-
Reconstruction of 860 East	-	-	-	-	-
Widening of 630 East*	-	-	-	-	-
Widening of 1300 South*	-	-	-	-	-
Widening of 1500 South**	-	1,843,397	-	-	-
Widening of Sam White Lane	-	-	-	-	-
Culinary Water: 16" New Water Line	-	-	-	-	-
Pressurized Irrigation: 12" Pipe	-	-	-	-	-
Other Repairs	-	-	-	-	-
Storm Drain Pipe	-	-	-	-	-
Total Public Infrastructure	<u>-</u>	<u>1,843,397</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	64,457	1,907,854	-	-	-
NET CHANGE IN FUND BALANCE					
	893,560	(953,837)	-	-	-
Beginning Fund Balance	<u>2,437,702</u>	<u>3,331,262</u>	<u>2,377,425</u>	<u>2,377,425</u>	<u>2,377,425</u>
Ending Fund Balance	3,331,262	2,377,425	2,377,425	2,377,425	2,377,425
FUND BALANCE RESTRICTED FOR					
Administration	16,956	0	0	0	0
Affordable Housing	2,187,420	2,377,424	2,377,424	2,377,424	2,377,424
Public Infrastructure	1,126,885	0	0	0	0
Developer Reimbursement	-	-	-	-	-
Total Fund Balance	<u>3,331,261</u>	<u>2,377,424</u>	<u>2,377,424</u>	<u>2,377,424</u>	<u>2,377,424</u>

*Projects completed prior to 2005

**Project underfunded

Attachment: Financial Statements Egg Farm EDA (Discussion of FY2021 RDA Budget)

CITY OF AMERICAN FORK

Egg Farm Economic Development Project Area

Schedule of Revenues, Expenditures and Change

	Total	Under [Over] Budget
REVENUES		
Tax Increment	12,613,438	
Interest Revenue	<u>396,111</u>	
Total Revenues	13,009,549	
EXPENDITURES		
Administration	630,672	
Affordable Housing	145,264	
Developer Infrastructure Reimbursement	4,293,861	
Public Infrastructure	-	
Property Purchase	392,705	295
Reconstruction of 860 East	500,000	-
Widening of 630 East*	-	250,000
Widening of 1300 South*	-	360,000
Widening of 1500 South**	1,893,397	1,092,669
Widening of Sam White Lane	1,643,987	-
Culinary Water: 16" New Water Line	192,664	-
Pressurized Irrigation: 12" Pipe	190,176	(47,408)
Other Repairs	400	(400)
Storm Drain Pipe	<u>748,999</u>	<u>(159,328)</u>
Total Public Infrastructure	<u>5,562,328</u>	<u>1,495,828</u>
Total Expenditures	10,632,124	
NET CHANGE IN FUND BALANCE	2,377,425	
Beginning Fund Balance		
Ending Fund Balance		
FUND BALANCE RESTRICTED FOR		
Administration		
Affordable Housing		
Public Infrastructure		
Developer Reimbursement		
Total Fund Balance		

*Projects completed prior to 2005

**Project underfunded

Attachment: Financial Statements Egg Farm EDA (Discussion of FY2021 RDA Budget)

CITY COUNCIL STUDY ITEM

City of American Fork COUNCIL WORK SESSION JUNE 2, 2020

Department Finance

Department *Anna Montoya*

STUDY ITEM Discussion on the FY 2021 city budgets and review of budget book.

STUDY ITEM

Review of the proposed FY2021 Tentative Budget.

BACKGROUND

On May 12, 2020, City Council accepted a tentative city budget for the 2020-2021 fiscal year. This discussion item is to review the tentative budget book in anticipation of the proposed final budget adoption on June 23, 2020.

BUDGET IMPACT

Budget impacts are detailed on the fund budgets attached.

SUPPORTING DOCUMENTS

6.2.20 Review of Budget Book (PDF)

Tentative Budget

Fiscal Year 2021

Council Meeting May 12, 2020

Budget Snapshot

Total City Budget
\$102,176,277

Total Capital
Projects \$55,431,938

Waterline Project
\$28 million

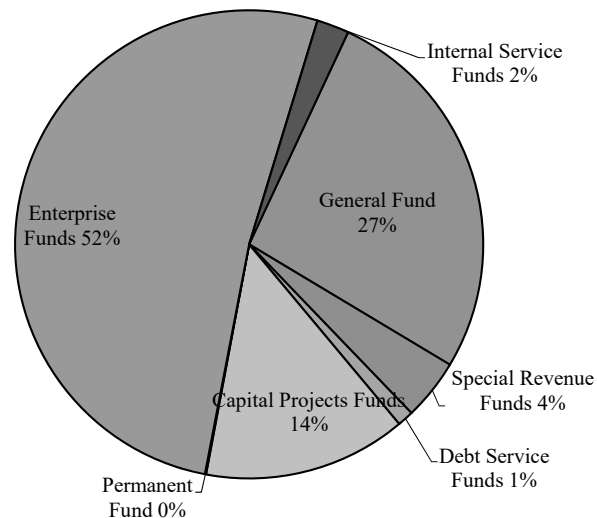
Fire Station
\$8.4 million

Total General Fund
Budget
\$23,046,374

Revenues – All Funds

Revenue by Fund Type

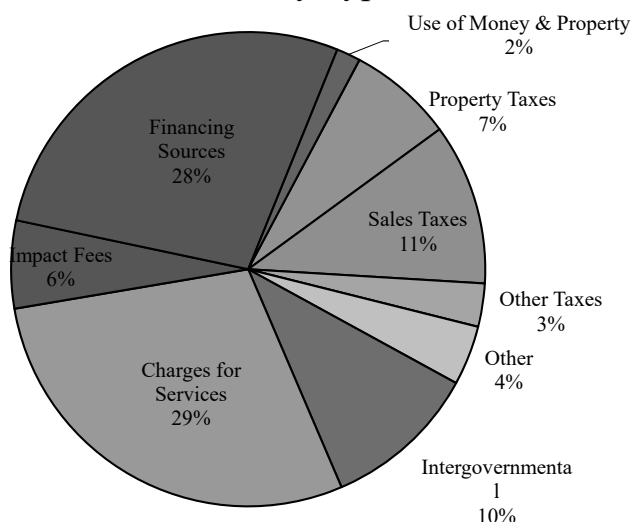
Revenue by Fund Type	Amount
General Fund	\$22,718,079
Special Revenue Funds	3,592,897
Debt Service Funds	1,152,000
Capital Projects Funds	11,960,669
Permanent Funds	67,500
Enterprise Funds	44,061,336
Internal Service Funds	1,898,615
Total	\$85,451,096



Revenues – All Funds

Revenue by Type

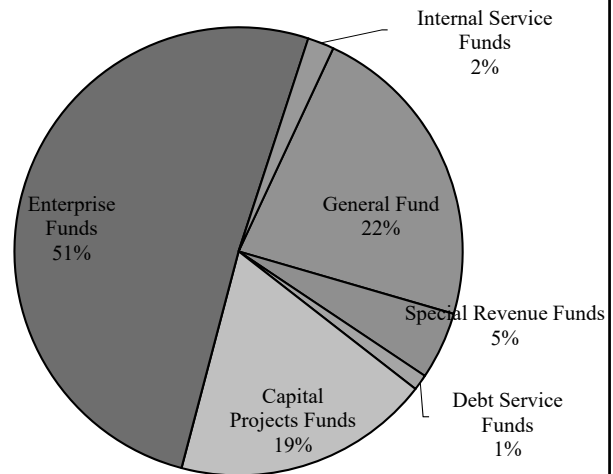
Revenue by Type	Amount
Property Tax	\$6,118,272
Sales Tax	9,382,750
Other Taxes	2,508,000
Intergovernmental	9,021,180
Charges for Services	24,534,280
Impact Fees	5,096,000
Financing Sources	23,721,767
Use of Money and Property	1,394,620
Other	3,470,227
Total	\$85,451,096



Expenditures – All Funds

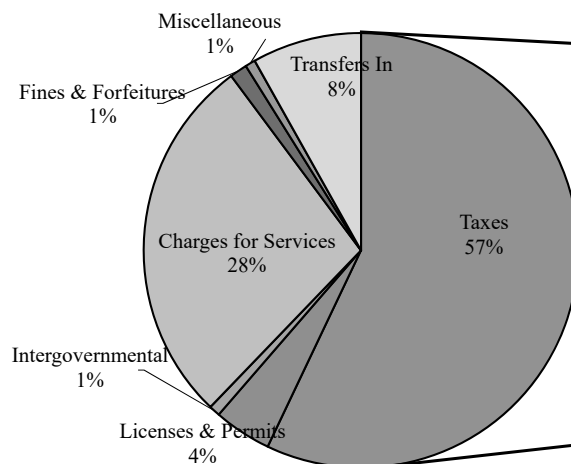
Revenue by Fund Type	Amount
General Fund	\$23,046,374
Special Revenue Funds	4,983,992
Debt Service Funds	1,232,007
Capital Projects Funds	18,980,683
Enterprise Funds	52,043,431
Internal Service Funds	1,949,933
Total	\$102,176,277

Expenditures by Fund Type

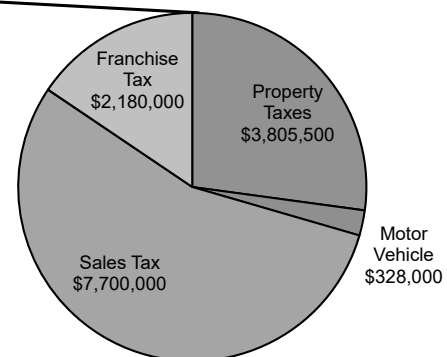


General Fund – Revenues

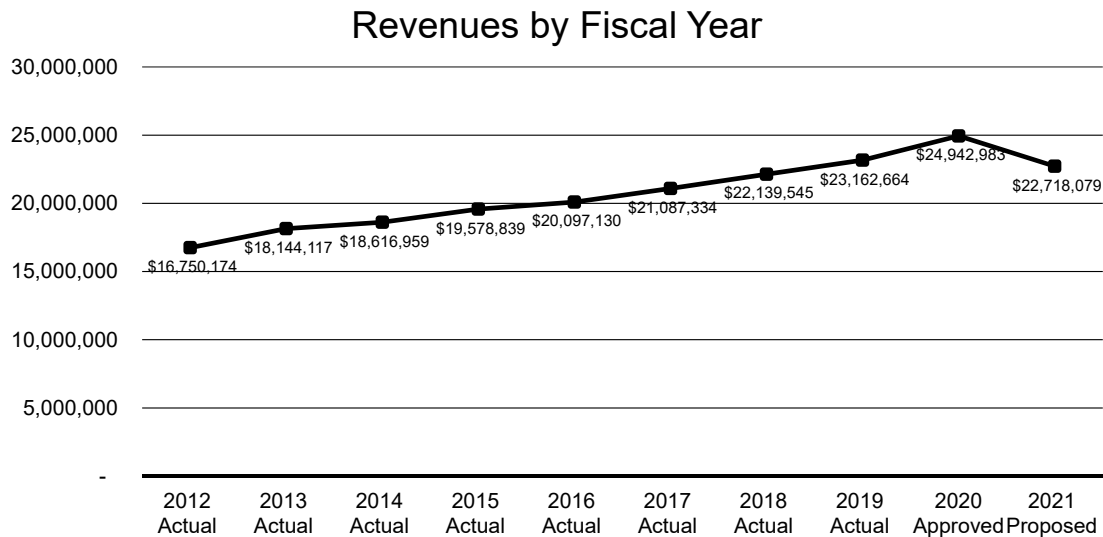
Revenues by Type



Tax Revenue



General Fund – Revenues

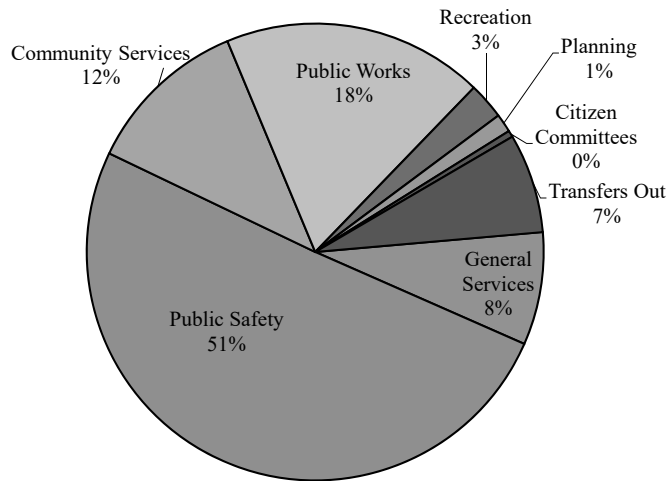


General Fund Revenues

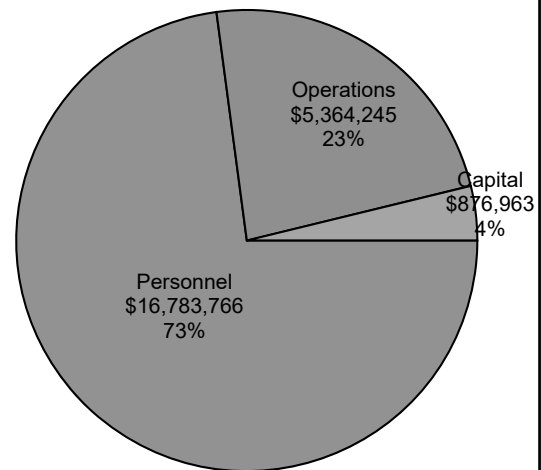
Revenues	FY 2020 Approved	FY 2021 Recommended	Difference	% Difference
Taxes	\$15,391,093	\$14,013,500	\$(1,377,593)	-9.0%
Licenses and Permits	1,489,250	950,600	(538,650)	-36.2%
Intergovernmental	217,030	203,686	(13,344)	-6.1%
Charges for Services	3,924,106	4,249,989	325,883	8.3%
Other Fees	3,018,558	2,794,304	(224,254)	-7.4%
Fines & Forfeitures	350,000	320,000	(30,000)	-8.6%
Interest Revenue & Miscellaneous	253,313	186,000	(67,313)	-26.6%
Total Revenues	\$24,643,350	\$22,718,079	\$(1,925,271)	-7.8%
Transfers In	290,633	2,009,000	1,709,367	570.5%
Total General Fund Revenues	\$24,942,983	\$24,727,079	\$(215,904)	-0.9%

General Fund – Expenditures

Expenditures by Function



Expenditures by Type



Overview – Personnel Changes

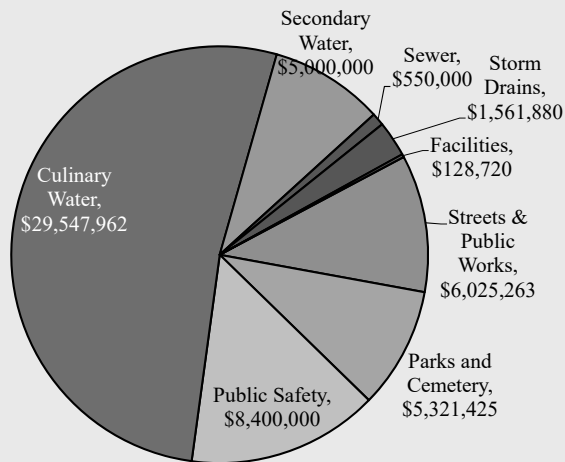
- Fire
 - ❖ 3 full-time Firefighter/Paramedics
 - ❖ 1 full-time Battalion Chief
 - ❖ Part-time hours for shift coverage reduced
- Police
 - ❖ 1 full-time Police Officer
 - ❖ 1 full-time Police Sergeant
 - ❖ 2 part-time records specialists
- Public Works
 - ❖ 1 full-time City Engineer (paid by admin charge to enterprise funds)
- Community Services/Fitness Center
 - ❖ Part-time hours reduced in Fitness Center, Recreation, Parks, & Library

General Fund Expenditures

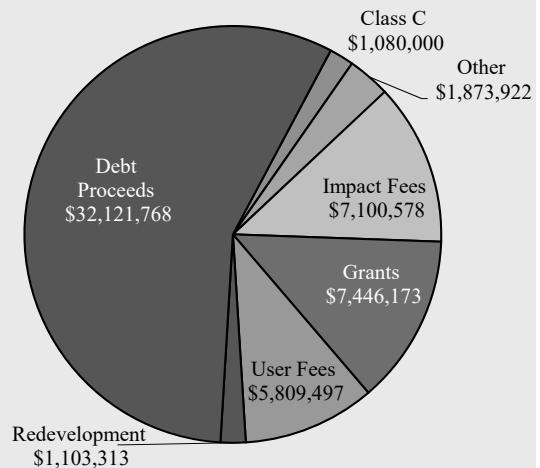
Expenditures	FY 2020 Approved	FY 2021 Recommended	Difference	% Difference
Administration	\$1,449,145	\$1,320,031	\$(129,114)	-8.9%
Community Services	3,090,398	2,868,253	(222,145)	-7.2%
Police	6,427,492	6,838,066	410,574	6.4%
Fire	5,654,681	5,632,392	(22,289)	-0.4%
Public Works	4,790,753	4,639,719	(151,034)	-3.2%
Recreation	689,968	637,827	(52,141)	-7.6%
Planning	320,456	333,176	12,720	4.0%
Other	797,936	776,910	(21,026)	-2.6%
Total Expenditures	\$23,220,829	\$23,046,374	\$(184,455)	-0.8%
Transfers Out	2,003,429	1,680,705	(322,724)	-16.1%
Total General Fund Expenditures	\$25,224,258	\$24,727,079	\$(497,179)	-2.0%

Overview – Capital Projects

Capital Projects by Function



Capital Projects Funding



Overview – Capital Projects

- **Pavement Management Plan—\$2,093,750**—This is the fourth year of the City’s Pavement Management Plan. This program addresses improvements and rehabilitation to existing road infrastructure. Funding comes from transportation sales tax, discretionary property tax, and Class C road funds.
- **Fire Station 52—\$8,400,000**—This is for a second fire station and police shooting range in the northeast quadrant of the City. General obligation bonds were issued May 2020 to finance the construction. Site selection and architectural/engineering work is ongoing, and construction is anticipated to be completed summer of 2021.
- **700 North Connection – \$1,923,000** - This project constructs 700 North between 100 East and 200 East to complete a regional east and west connection. Most of the funding for this project is through federal fund through Mountainland Association of Governments, with matching portions from Utah Department of Transportation and road impact fees.
- **200 S Bike/Pedestrian Path—\$4,172,925**—This is funded through a grant from Mountainland Association of Governments and impact fees. The path will be along 200 South in the southwest portion of the City.

Overview – Capital Projects

- **36" Water Line Replacement—\$27,907,962**— This project will replace old and undersized main line pipes with larger ductile iron pipe along the network backbone of the culinary water system. New pipe sizes will range from 18" to 36" in diameter, depending on location. The project will be completed in five segments, but all five segments are needed for the project to be able to deliver the needed water to areas of high growth and affordability. Work includes installing new culinary service connections and fire hydrants within the project area. The design for the first segment is complete. The design for the other segments is nearing completion and staff is in the process of securing financing. The project will be funded through debt proceeds, culinary water fund and impact fees.
- **Pressurized Irrigation Meters—\$3,000,000**—This is phase one of a project to install pressurized irrigation meters throughout the City. A grant was secured through the Bureau of Reclamation in the amount of \$1,500,000, with the remaining funding from secondary irrigation. Phase one is estimated to be completed in December 2021.
- **Pressurized Irrigation Pump and Land –\$2,000,000**—This project is to perform a study and purchase land for increased pressurized irrigation capacity for new growth in the south area of city.

Next Steps

- June 23 – Adoption of budget/Certified tax rate

CITY COUNCIL STUDY ITEM

City of American Fork COUNCIL WORK SESSION JUNE 2, 2020

Department Finance

Department *Anna Montoya*

STUDY ITEM Discussion on Proposed 2020-21 General Fee Schedule

BACKGROUND

On an annual basis the City reviews and prepares suggested changes to the American Fork City Fee Schedule. Each department has been charged to look closely at existing fees and charges to ensure that they are appropriate and fair. The fees are based on actual costs, anticipated expenditures, and appropriate schedules within the industry.

The fees were reviewed and amended last year in 2019. All proposed changes to the fee schedule are noted in red. Many of the adjustments are due to increased costs, inflationary pressures, cost recovery of current services, or further evaluation.

As we review the fee schedule consistently on an annual basis, we anticipate the changes will continue to be minor.

SUPPORTING DOCUMENTS

2020 FEE SCHEDULE - Proposed Changes (PDF)

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

TAXES		Proposed	Justification
Certified Tax Rate	Set by Resolution		
Telecommunications Tax	3.5%		
Franchise Tax	5.0%		
Energy Sales/Use Taxes	6.0%		

LICENSES, PERMITS, AND FEES			
Administration		Proposed	Justification
Advertising Costs	Actual Cost		
Chicken Permit	\$ 15.00		
Violation as assessed by Enforcement Officer	\$ 75.00		
Dog Licenses (North Utah Valley Animal Services Special Service District)	As per NUVASSD		
GRAMA Requests (Non-Police or Non-Fire related)			
As per UCA 63G-2-202, the cost of staff time after first 15 minutes for compiling, formatting, manipulating, packaging, summarizing, tailoring a record or other direct administrative costs as determined by the City Administrator.			
Note: The city will not copy onto personal thumb drives			
Copies			
8.5" x 11" - Black and White	\$ 0.25		
8.5" x 11" - Color	\$ 0.50		
11" x 17" - Black and White	\$ 0.50		
11" x 17" - Color	\$ 1.00		
Agendas, Blank Forms	No Charge		
History Books			
Early History of American Fork	\$ 8.00		
The Growing Years	\$ 39.95		
Recording Fees	Actual Costs		
Stop Payment on Checks Fee		\$ 25.00	Actual bank charge to stop payment on checks.
NSF (Not Sufficient Funds) Fee	\$15.00	\$ 25.00	bank fees
Special Event Permit Base Fee	\$ 25.00		
Refundable Deposit	\$ 500.00		
Late Fee	\$ 25.00		
Parks Service (per hour)	\$ 25.00		
Public Works Service (per hour)	\$ 25.00		
Street Sweeper (per hour)	\$ 125.00		
Police Services per officer (per hour, 2 officer minimum)	\$ 50.00		
Fire & EMS per firefighter (per hour, 2 firefighter minimum)	\$ 50.00		
Ambulance or brush truck (per event, per hour)	\$ 100.00		
Fire Engine or Tower (per event, per hour)	\$ 200.00		

Senior Citizen Fees		Proposed	Justification
Membership - per year	\$ 5.00		

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Business Licenses		Proposed	Justification
Annual ~~Home Occupant~~ Business License Processing Fee (~~commercial~~ , home occupations with impacts)	\$ 40.00		
New Home Occupation Application Fee - No impacts, No certificate of license	\$ -		
New Home Occupation Application Fee - No impacts, certificate of license needed	\$ 10.00		
New Home Occupation Application Fee - with impact and certificate of license	\$ 40.00		
New Commercial Application Business License Fee	\$ 160.00	\$60.00 + \$10.00 Per Employee	Split license fee, \$60.00 + \$10.00 per employee for the commercial application fee.
New Commercial Business License Fire Inspection Fee (Initial Inspection)		\$ 60.00	Split license fee, \$60.00 for initial fire inspection.
Penalty Fee (assessed if business is open prior to obtaining license)	\$ 100.00		
Annual Commercial Business License Processing Fee	\$ 40.00	\$40.00 + \$10.00 Per Employee	Not previously listed on the fee schedule.
Late fee for late renewals	\$ 25.00	\$ 50.00	Multiple renewal reminders are sent out by email, phone, and one by mail. \$25.00 is a very low fee compared to other cities.
Change of Location Fee (plus annual processing fee)	\$ 125.00		
Name Change Fee	\$ 10.00		
Alcohol/Beer License Fee	\$ 300.00		
Amusement Device Fee (per machine, maximum of \$200)	\$ 25.00		
Short-Term Rental Annual Business License	\$ -	\$ 80.00	Approved by City Council 2/11/20
Temporary Business License (Up to 10 consecutive days)	\$ 200.00		
Seasonal Business License (up to 4 months)	\$ 300.00		
Solicitor Fees (individual)	\$ 15.00		
Mobile Vendor (excluding food trucks)	\$ 325.00		
Fingerprinting for Mobile Vendor	\$ 25.00		
Food Truck Vendors Annual Processing Fee (If already licensed in another city with current fire inspection)	\$ 40.00		
Food Truck Vendors - per company (if a business license is needed) (Plus Processing Fee)	\$ 160.00	\$ 60.00	Split license fee, \$60.00 for the commercial application fee.
Food Truck Vendors - per company (if a business license is needed) Fire Inspection Fee		\$ 60.00	Split license fee, \$60.00 for initial fire inspection.
Re-printing of Business License	\$ 10.00	\$ -	No longer needed. Businesses can print their own.

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Cemetery		Proposed	Justification
Sale of Single Lot			
Lot purchase (not including perpetual care fee)	\$ 1,100.00		
Veteran's lots (not including perpetual care fee)	\$ 600.00		
Perpetual Care - per lot	\$ 200.00		
Opening and Closing costs			
Adult			
Week day	\$ 600.00		
Saturday/Holiday	\$ 850.00		
Double Deep (lower) Week day	\$ 850.00		
Double Deep (lower) Saturday/Holiday	\$ 1,450.00		
Double Deep (Upper) Week day	\$ 600.00		
Double Deep (Upper) Saturday/Holiday	\$ 850.00		
Child (less than 4 ft)			
Week day	\$ 250.00		
Saturday/Holiday	\$ 450.00		
Cremation			
Week day	\$ 200.00		
Saturday/Holiday	\$ 400.00		
Disinterment			
Under 4 feet in length	\$ 1,000.00		
Over 4 feet in length	\$ 1,500.00		
Court Ordered Double Deep	\$ 3,000.00		
Burial Lot Transfers of Ownership			
Title and recording fee (per lot)	\$ 50.00		
Headstone removal fee			
Flat or Wedge	\$ 150.00		
Upright	\$ 250.00		
Large Headstones may require removal through contracting company	Actual Cost		
After hours fee (4:00 p.m.)	\$ 250.00		

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Fire Department Fees		Proposed	Justification
**At the discretion of the Fire Marshal, any or all fire protection system plans may be sent to an independent 3rd party fire protection engineering consultant of the Marshal's choosing for review and/or consultation. An administrative fee will be assessed on all fire protection systems. Any 3rd party review will incur additional expenses and must be paid before any inspections will occur or occupancy of premises will be allowed.			
Site Plan Review		\$50/hr with 1hr minimum	The fire department has been doing site plan reviews for free. These plans take time and consideration as they are completed. The cost is to cover time spent without being excessive.
Administrative Fee	\$ 100.00		
Automatic Fire Protection System**			
In house plan review			
<100 heads	\$ 75.00		
101-199 heads	\$ 100.00		
200-299 heads	\$ 150.00		
>300 heads - base fee plus \$.50 per head	\$ 200.00		
Acceptance Testing			
Underground flush	\$ 50.00		
Hydrostatic (2)	\$ 50.00		
Acceptance (2)	\$ 50.00		
Any Acceptance (2)	\$ 50.00		
Fire Alarm Systems** (Fees are for In-house Plan reviews only)			
Plan Review			
New System	\$ 100.00		
Remodel	\$ 50.00		
Additional Floors	\$ 50.00		
Commercial Hood System**			
Plan Review each hood	\$ 100.00		
Fire Hydrant Installation and Testing**			
Refer to Public Works Fee Schedule			
Clean Up			
Reimbursed for material replacement, plus \$50 per hour per firefighter			
LPG Site Plan Review	\$ 150.00		
Inspections/Enforcement			
Annual Burn Permit	\$ 20.00		
GRAMA Requests (Fire related)			
As per UCA 63G-2-202, the cost of staff time after first 15 minutes for compiling, formatting, manipulating, packaging, summarizing, tailoring a record or other direct administrative costs as determined by the City Administrator.			
Note: The city will not copy onto personal thumb drives			
Standard Reports			
1st 10 pages	\$ 20.00		
Each additional page	\$ 0.25		
Stop Work Removal	\$ 500.00		
Installation without a permit	\$ 500.00		
Third inspection due to non-compliance	\$ 500.00		
Additionally Double Fees, Stop Work, Removal			

Attachment: 2020 FEE SCHEDULE - Proposed Changes (Proposed 2020-21 General Fee Schedule)

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Fire Department Fees (continued)		Proposed	Justification
Inspection on businesses operating without a license	\$ -	\$ 100.00	*NEW FEE* This is punitive. Once businesses are in operation, there is more to consider as inspections are conducted. It will only be assessed after notification has been delivered and deadlines have elapsed. Each day afterwards could be considered a new infraction. Licenses will not be approved until fee is paid. The other option is to have them cited and appear in court.
Fire Inspections associated with Business Licenses (unless specifically identified below)			
Day Care/Residential Non-Ambulatory Care Facility Fire Inspection	\$ 100.00		
Annual and New Business Fire Inspections			
Initial Business Inspection (non specified) ~~no charge with new/renewal business license~~		\$ 60.00	Split from business license fee.
2nd Business Inspection - no charge ~~with new/renewal business license~~			
3rd and subsequent fire inspections per inspection	\$ 250.00	\$ 300.00	Per inspection.
Specific Assessments for Fire Inspections			
Assembly Inspections - A-1 and A-2	\$ 100.00		
Commercial Day Care/Pre-school	\$ 100.00		
Residential Day Care/Pre-school	\$ 100.00		
Nursing Homes/Assisted Living	\$ 100.00		
Firework Sales - per location	\$ 60.00		
Special Amusement Building	\$ 100.00		
Hospitals	\$ 200.00		
Lumber Yards and Woodworking Plant	\$ 75.00		
Fire Alarm Panel Inspection - submitted to 3rd party	\$ 25.00		
Fire Riser Inspection - submitted to 3rd party	\$ 25.00		
Single Use Permit			
Fireworks Display	\$ 135.00		
Pyrotechnics (other)	\$ 100.00		
Carnivals < 10 attractions	\$ 60.00		
Carnivals > 10 attractions	\$ 100.00		
Temporary Membrane Structure in excess of 400 sq. ft	\$ 50.00		
Hazardous Material and LPG Tanks - Permits and Fees (all are annual)	\$ 500.00		
Minimum Storage/Use Site (solids 500 lbs or less; liquids 55 gal or less)	\$ 175.00		
Battery Site	\$ 125.00		
Backup Generator (all fuel types)	\$ 100.00		
Body Shop/Garage	\$ 175.00		
HM Storage Site (solids - 500 lbs or more; liquids 55 gal or more)	\$ 220.00		
HM Dispensing/Use Site	\$ 370.00		
HM Production/Processing - conducted on a ~~bi~~ -annual basis (solids - 1000 lbs; liquids - 100 gal; compressed gas as defined by code)	\$ 475.00	\$ 500.00	Change from bi-annual to annual. Fee is only paid once a year.
100+ Gallons of Hazardous Materials - conducted on a ~~bi~~ -annual basis	\$ 475.00	\$ 500.00	Change from bi-annual to annual. Fee is only paid once a year.
Oil/Hydrocarbon Refinery - conducted on a ~~bi~~ -annual basis	\$ 475.00	\$ 500.00	Change from bi-annual to annual. Fee is only paid once a year.

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Operations		
Equipment Damaged	Actual Cost	
Material utilized in mitigation	Actual Cost	
Man hours for clean up - per hour, per firefighter	\$ 50.00	
Special Events/Fire Watch/EMS Standby-per hour, per firefighter (2 firefighter minimum)	\$ 50.00	
Hot Work permit fee	\$ 50.00	
False Fire Alarm Responds (per calendar year)		
First two (2) false alarms	\$ -	
Third through fifth false alarms (per call)	\$ 200.00	
Sixth and each succeeding false alarm (per call)	\$ 500.00	

Ambulance	Proposed	Justification
Ambulance fees will comply with the fees set forth by the State of Utah Bureau of EMS and may vary annually.		

Library Fees	Proposed	Justification
Overdue fines per day - maximum of \$5.00 for each item	\$ 0.15	
Media Items overdue fines per day - maximum of \$5.00 for each item	\$ 0.50	
Lost Items Processing Fee	\$ 5.00	
Lost Items	Replacement Cost	
Out of Town Library Cards		
Quarterly	\$ 25.00	
Semi-Annual	\$ 45.00	
Annual	\$ 80.00	
Northern Utah County Library Cooperative partial member yearly card fees	\$ 40.00	
Library Card replacement	\$ 2.00	
Copies - black and white - per page	\$ 0.10	
Copies - color - per page	\$ 0.25	
Faxes		
First page - local	\$ 1.00	
Additional pages - per page	\$ 0.75	
Long distance - per page	\$ 2.00	
Inter-library Loan Postage	\$ 3.00	
Room Rental		
Medium (per hour)	\$ 30.00	
Large (per hour)	\$ 50.00	
Laminating - per foot	\$ 0.75	
Book Sales		
Paperback books	\$ 0.50	
Hardback books	\$ 1.00	
Internet Use (per session, up to 2 hours) for non-American Fork City Library Card holders	\$ 1.00	

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Police Department Fees		Proposed	Justification
Accident Reports and/or Incident Reports			
Residents	\$ 5.00		
Non Residents	\$ 20.00		
GRAMA Requests (Police related)			
As per UCA 63G-2-202, the cost of staff time after first 15 minutes for compiling, formatting, manipulating, packaging, summarizing, tailoring a record or other direct administrative costs as determined by the City Administrator.			
Note: The city will not copy onto personal thumb drives			
Standard Reports			
1st 10 pages	\$ 20.00		
each additional page	\$ 0.25		
CD Media Files - photograph, audio, visual	\$ 25.00		
Fingerprints - Wednesday and Thursday, 8 a.m. to 11 a.m.			
Residents	No Charge		
Non Residents	\$ 25.00		
Alarm License	\$ 25.00		
False Alarm Penalty (per calendar year)			
First two (2) false alarms	\$ -		
Third through fifth false alarms (per call)	\$ 200.00		
Sixth and each succeeding false alarm (per call)	\$ 500.00		
Reinstatement of suspended alarm permit	\$ 50.00		
Late fees (base fee plus 12% APR until paid in full)	\$ 15.00		
Civil Penalty - uses, maintains, operates without a permit	\$ 200.00		
Civil Penalty - all other violations (per day of violation)	\$ 100.00		
Landlord Permit Fee	\$ 50.00		
Landlord Permit Fee - Renewal	\$ 25.00		
Animal Traps Usage (refundable deposit)	\$ 75.00	\$ 75.00	Currently - refundable \$75.00 deposit to use a trap.
Weekly Charge (after first week)	\$ -	\$ 10.00	\$10.00 per week charge after the first week. Some have held on to the traps for extended periods.
Special Events/Standby - per hour, per officer (2 officer minimum)	\$ 50.00		

Public Works

Public Works Administration Fees		Proposed	Justification
Printed maps and copies			
8.5" x 11" - Black and White	\$ 0.25		
8.5" x 11" - Color	\$ 0.50		
11" x 17" - Black and White	\$ 0.50		
11" x 17" - Color	\$ 1.00		

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Residential Building Division Fees		Proposed	Justification
Carport	\$ 25.00	Use IBC Eval Table	
Garage	\$ 30.00	Use IBC Eval Table	
Unfinished Basement	\$ 20.00	Use IBC Eval Table	
Finished Basement	\$ 40.00	Use IBC Eval Table	
Main Level	\$ 110.00	Use IBC Eval Table	
2nd Level	\$ 110.00	Use IBC Eval Table	
Plan Review	\$ 400.00	\$ 500.00	staff time/cost recovery
Once plan review has been initiated, the plan review fee is non-refundable.			
Cardstock Plan Review Fee (for identical house plans, after the initial plan)	\$ 200.00		
Remarking Fee	\$ 40.00	\$ 50.00	Same as commercial.
Reinspection Fee	\$ 50.00		
Electrical Meter Change Out	\$ 45.00	\$ 50.00	staff time/cost recovery
Temporary Power	\$ 35.00	\$ 50.00	staff time/cost recovery
Occupancy Fee	\$ 50.00		
Construction Water	\$ 50.00		

Commercial Building Division Fees		Proposed	Justification
Reinspection Fee	\$ 50.00		
Remarking Fee	\$ 50.00		
Electrical Meter Change out	\$ 45.00	\$ 50.00	staff time/cost recovery
Temporary Power	\$ 35.00	\$ 50.00	staff time/cost recovery
Up Front Partial Plan Review Fee - New Commercial	\$ 500.00		
The complete plan review fee are 65% of the building permit fee.			
Up Front Partial Plan Review Fee - Tenant Improvement/Remodel	\$ 200.00		
The complete plan review fee are 65% of the building permit fee.			
Occupancy Fee	\$ 125.00		
Construction Water	\$ 100.00		
Racking Permit Fee Plan Review	\$ 50.00	Use IBC Eval Table	
Sign Permit Review	\$ 50.00	Use IBC Eval Table	
Miscellaneous Fee per hour charge	\$ 50.00		

Other Building Division Fees		Proposed	Justification
Basement Plan Review Fee - per hour	\$ 30.00	\$ 50.00	staff time/cost recovery
Miscellaneous Administrative Fee per hour charge	\$ 30.00	\$ 50.00	staff time/cost recovery
Building Inspection Fee and 1% State Tax	Varies		
Based on home valuation as determined by the Plans Examiner			
Occupancy Violation - \$100 plus \$30 per day			
Commercial Plan Review	65% of Building Permit Fee		
Inspections outside of normal working hours (2 hour max)	\$ 200.00		
Each additional hour		\$ 100.00	staff time/cost recovery
Address change request		\$ 25.00	staff time/cost recovery
Fees listed under Building Inspection Fees are not inclusive. Other fees may apply or be required.			

Attachment: 2020 FEE SCHEDULE - Proposed Changes (Proposed 2020-21 General Fee Schedule)

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Impact Fees	Proposed	Justification
Culinary Water Impact Fee - based on water meter size		
3/4" meter \$ 2,502.45	pending study	
1" meter \$ 4,179.09	pending study	
1.5" meter \$ 8,333.16	pending study	
2" meter \$ 13,338.06	pending study	
3" meter \$ 26,701.15	pending study	
4" meter \$ 41,715.85	pending study	
6" meter \$ 83,406.67	pending study	
8" meter \$ 133,455.68	pending study	
Fire Impact Fees		
Single Family Residential - per unit \$ 429.30	pending study	
Multiple Family Residential - per unit \$ 392.08	pending study	
Non-Residential - per 1,000 square feet \$ 187.39	pending study	
Non-Residential Apparatus Fee - per 1,000 square feet \$ 54.59	pending study	
Parks and Recreation Impact Fees		
Single Family Residential - per unit \$ 3,855.99	pending study	
Multiple Family Residential - per unit \$ 3,064.51	pending study	
Police Impact Fee		
Single Family Residential - per unit \$ 326.45	pending study	
Multiple Family Residential - per unit \$ 216.55	pending study	
Non-Residential - per 1,000 square feet \$ 196.28	pending study	
Pressurized Irrigation Impact Fee		
Single Family Residential - per irrigated square feet \$ 0.42	pending study	
Multiple Family Residential - per irrigated square feet \$ 0.42	pending study	
Non-Residential - per irrigated square feet \$ 0.42	pending study	
Roads Impact Fees		
Single Family Residential (non-TOD) - per unit \$ 3,548.30	pending study	
Multiple Family Residential (Non-TOD) - per unit \$ 2,003.07	pending study	
Single Family Residential (TOD) - per unit \$ 3,016.05	pending study	
Multiple Family Residential (TOD) - per unit \$ 1,702.61	pending study	
Non-TOD Mixed Use		
$ \begin{array}{ c c c c c c c c c c } \hline \text{ITE Trips} & & & & \text{Final ITE PM} & & & & \text{Internal-} & \text{Final Non-} \\ \text{Peak PM} & \times & \% \text{ Entering} & \times & \text{Peak Hr} & \times & \text{Cost per} & = & \text{Internal} & \text{Residential} \\ \text{Trips} & & & & \text{Adjusted} & & \text{Trip} & & \text{Trips} & \text{Mixed} \\ & & & & \text{Trips} & & (\$5,723.06) & & (85\%) & \text{Use Impact} \\ & & & & & & & & & \text{Fee Outside} \\ & & & & & & & & & \text{of the} \\ & & & & & & & & & \text{TOD Areas} \\ \hline \end{array} $	pending study	
Non-TOD Other Non-Residential		
$ \begin{array}{ c c c c c c c } \hline \text{ITE Trips} & \times & \% \text{ Entering} & \times & \text{Final ITE PM} & \times & \text{Base Non-} \\ \text{Peak PM} & & & & \text{Peak Hr} & & \text{Residential} \\ \text{Trips} & & & & \text{Adjusted} & & \text{Impact Fee} \\ & & & & \text{Trips} & & \\ & & & & & \times & \\ & & & & & & \text{Cost per} \\ & & & & & & \text{Trip} \\ & & & & & & (\$5,723.06) \\ & & & & & & \\ & & & & & & = \\ & & & & & & \\ \hline \end{array} $	pending study	

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Impact Fees (continued)											Proposed	Justification				
TOD (All Non-Residential)											pending study					
ITE Trips Peak PM Trips	X	% Entering	X	% Primary Trip	X	Final ITE PM Peak Hr Adjusted Trips	X	Cost per Trip (\$5,723.06)	=	Base Non- Residential Impact Fee			X	TOD Trip Reduction (84%)	X	Internal- Internal Trips (85%)
Sanitary Sewer Impact Fees - based on water meter size																
3/4" meter											\$	840.08	pending study			
1" meter											\$	1,402.93	pending study			
1.5" meter											\$	2,797.46	pending study			
2" meter											\$	4,477.61	pending study			
3" meter											\$	8,963.63	pending study			
4" meter											\$	14,004.10	pending study			
6" meter											\$	27,999.79	pending study			
8" meter											\$	44,801.34	pending study			
Storm Drain Impact Fee																
Single Family Residential - per gross square feet											\$	0.1536	pending study			
Multiple Family Residential - per gross square feet											\$	0.1536	pending study			
Non-Residential - per gross square feet											\$	0.1536	pending study			
TSSD Impact Fee - per ERU (this is included on the building permit but paid to TSSD)											\$	1,708.00	pending study			
Multiple Family											\$	1,110.00	pending study			
Hook Up Fees											Proposed	Justification				
Water - residential and non-residential - based on water meter size																
0.750 inch											\$	475.00				
1.000 inch											\$	525.00				
1.500 inch											\$	706.00				
2.000 inch											\$	856.00				
3.000 inch											\$	1,965.00				
4.000 inch											\$	3,065.00				
6.000 inch											\$	4,950.00				
Sewer - residential and non-residential											\$	235.00				
Pressurized Irrigation - residential and non-residential - based on water meter size																
0.750 inch											\$	475.00				
1.000 inch											\$	525.00				
1.500 inch											\$	706.00				
2.000 inch											\$	856.00				
3.000 inch											\$	1,965.00				
4.000 inch											\$	3,065.00				
6.000 inch											\$	4,950.00				

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Development Fees		Proposed	Justification
<i>General</i>			
Performance Guarantee Administrative Fee - per year	\$ 50.00		
Right-of-Way or Utility Excavation Permit (base fee)	\$ 150.00		
Asphalt cut (per cut - first 100 square feet)	\$ 200.00		
Asphalt cut (per each additional 100 square feet of the same cut)	\$ 40.00		
Traffic Control fees			
Base fee (includes first day of barricading for one lane)	\$ 50.00		
Barricading roads base fee plus (per square foot per day of barricaded area)	\$ 0.01		
Local road sidewalk closures (per day)	\$ 10.00		
Arterial or collector sidewalk closures (per day)	\$ 25.00		
Arterial or collector shoulder/bike lane closures (per day)	\$ 25.00		
Bike path closure (per day)	\$ 10.00		
Construction Water (base fee plus \$3.50 per 1,000 gallons)	\$ 100.00	\$ 250.00	
Usage rate per 1,000 gallons	\$ 3.50		
Construction Water (hydrant use) deposit	\$ 1,500.00		
Water share conveyance		\$ 500.00	staff time
<i>Engineering Division Review Fees</i>			
Development Review and Inspection Fees - per hour			
Public Infrastructure Manager	\$ 75.00	\$ 85.00	staff time/cost recovery
Other Inspector	\$ 60.00	\$ 65.00	staff time/cost recovery
Engineer In Training (EIT)	\$ 85.00	\$ 90.00	staff time/cost recovery
Professional Engineer (PE)	\$ 100.00	\$ 100.00	staff time/cost recovery
City Engineer	\$ 150.00	\$ 150.00	staff time/cost recovery
GIS Supervisor	\$ 80.00	\$ 90.00	staff time/cost recovery
Contracted Engineering Review	Actual Consultant Costs		
Contracted Inspection Work	Actual Consultant Costs		
Independent Soils Review	Actual Consultant Costs		
Hydraulic model analysis and/or certification	Actual Consultant Costs		
Water Rights Review	Actual Consultant Costs		
Geotechnical Peer Review	Actual Consultant Costs		
Planning and Zoning Division Review Fees		Proposed	Justification
Subdivisions			
Preliminary Plans (Does not include Engineering Fees)	\$ 500.00		
Final Plat (Does not include Engineering Fees)	\$ 250.00		
Historic Preservation Conversion Project	\$ 500.00		
Residential Accessory Structure (Does not include Engineering Fees)	\$ 300.00		
Commercial Site Plans (Does not include Engineering Fees)	\$ 500.00		
Zone Map or Development Code text change	\$ 250.00		
General Plan Amendment	\$ 250.00		
Annexation			
Under 1 acre	\$ 350.00		
Between 1 and 5 acres	\$ 750.00		
Over 5 acres	\$ 1,250.00		

Attachment: 2020 FEE SCHEDULE - Proposed Changes (Proposed 2020-21 General Fee Schedule)

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Utilities		Proposed	Justification
Utility Deposits (refunded after two years if bills are kept current)			
Per Residential Unit	\$ 150.00		
Per Commercial Unit	\$ 200.00		
Garbage Accounts only	\$ 20.00		
Tenant/Landlord copy of utility bill - per mailing	\$ 0.40		
Utility Bills			
CUP/Water Assessment Fee	\$ 6.50		
Drain Fees			
Residential Customers (including duplexes) - 1 ESU of impervious surface	\$ 6.00		
Undeveloped Parcel	No Charge		
Commercial Customers - per ESU (ESU's = impervious surface/3.400)	\$ 6.00		
Garbage Fees			
1st Container	\$ 10.00		
Additional containers - each	\$ 6.65		
Recycling	\$ 6.00		
Recycling cancellation fee	\$ 10.00		
Sewer Fees			
Residential Customers - base	\$ 35.55		
Residential Customers - Usage rate per 1,000 gallons	\$ 1.40		
Commercial Customers - base	\$ 35.55		
Commercial Customers - Usage rate per 1,000 gallons	\$ 1.40		
Industrial Customers - base	\$ 35.55		
Industrial Customers - Usage rate per 1,000 gallons	\$ 1.40		
Pressurized Irrigation			
Unmetered			
Base Rate (per month, 9,000 square foot lot)	\$ 21.68		
Overage (per month, per square foot over 9,000)	\$ 0.00271		
Metered			
Base rate - 0 to 8,000 gallons per month usage	\$ 21.68		
Block 2 rate - 8,000 to 16,000 gallons per month usage	\$ 1.93		
Block 3 rate - over 16,000 gallons per month usage	\$ 5.12		
Pressurized Irrigation - Shareholder rates			
Unmetered			
Base Rate (per month, 9,000 square foot lot)	\$ 10.84		
Overage (per month, per square foot over 9,000)	\$ 0.001355		
Pressurized Irrigation - Additional discount for shares owned in excess of required minimum			
Possible Additional discount	\$ 43.36		
Large Residential Property Lot Owners			
Metered			
Base rate - 0 to 8,000 gallons per month usage	\$ 21.68		
Block 2 rate - 8,000 to 16,000 gallons per month usage	\$ 1.93		
Block 3 rate - over 16,000 gallons per month usage	\$ 5.12		
Pressurized Irrigation - Ratio of permeable area for commercial users			
Ratio of permeable areas for commercial	15%		
Ratio of permeable areas for schools	50%		
Ratio of permeable areas for churches	30%		

Attachment: 2020 FEE SCHEDULE - Proposed Changes (Proposed 2020-21 General Fee Schedule)

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Utilities (continued)		Proposed	Justification
Culinary Water Rates - Rate adjustments effective July 1, 2018			
Single Family Rates			
Monthly Base Rate (\$/meter/month)			
3/4" and smaller	\$ 16.17	\$ 16.49	As per Resolution No. 2018-05-16R
1"	\$ 17.77	\$ 18.13	As per Resolution No. 2018-05-16R
1.5"	\$ 19.38	\$ 19.76	As per Resolution No. 2018-05-16R
2"	\$ 23.80	\$ 24.27	As per Resolution No. 2018-05-16R
Volume Rates (\$/thousand gallons)			
Base Allowance			
0 to 3,000 gallons/month	\$ -		
Block 2 Rate			
3,000 to 6,000 gallons/month	\$ 3.52	\$ 3.59	As per Resolution No. 2018-05-16R
Block 3 Rate			
6,000 to 9,000 gallons/month	\$ 4.24	\$ 4.32	As per Resolution No. 2018-05-16R
Block 4 Rate			
Above 9,000 gallons/month	\$ 4.96	\$ 5.06	As per Resolution No. 2018-05-16R
Multi-Family Rates			
Monthly Base Rate (\$/unit/month)			
First Unit	\$ 16.17	\$ 16.49	As per Resolution No. 2018-05-16R
Each Additional Unit	\$ 11.66	\$ 11.89	As per Resolution No. 2018-05-16R
Volume Rates (\$/thousand gallons)			
Base Allowance			
0 to 3,000 gallons/month/unit	\$ -		
Block 2 Rate			
3,000 to 6,000 gallons/month/unit	\$ 3.52	\$ 3.59	As per Resolution No. 2018-05-16R
Block 3 Rate			
6,000 to 9,000 gallons/month/unit	\$ 4.24	\$ 4.32	As per Resolution No. 2018-05-16R
Block 4 Rate			
Above 9,000 gallons/month/unit	\$ 4.96	\$ 5.06	As per Resolution No. 2018-05-16R
Commercial, Industrial, and Institutional			
Monthly Base Rate (\$/meter/month)			
3/4" and smaller	\$ 17.78	\$ 18.14	As per Resolution No. 2018-05-16R
1"	\$ 19.39	\$ 19.77	As per Resolution No. 2018-05-16R
1.5"	\$ 20.99	\$ 21.41	As per Resolution No. 2018-05-16R
2"	\$ 25.41	\$ 25.92	As per Resolution No. 2018-05-16R
3"	\$ 57.96	\$ 59.12	As per Resolution No. 2018-05-16R
4"	\$ 70.00	\$ 71.40	As per Resolution No. 2018-05-16R
6"	\$ 98.13	\$ 100.09	As per Resolution No. 2018-05-16R
8"	\$ 130.27	\$ 132.87	As per Resolution No. 2018-05-16R
10"	\$ 174.46	\$ 177.95	As per Resolution No. 2018-05-16R
Volume Rates (\$/thousand gallons)			
Base Allowance			
0 to 3,000 gallons/month	\$ -		
Block 2 Rate			
Above 3,000 gallons/month	\$ 3.09	\$ 3.15	As per Resolution No. 2018-05-16R

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Utilities (continued)	Proposed	Justification
Hardship Exception Rates - for seniors who qualify under Utah County Circuit Breaker Abatement		
Pressurized Irrigation		
Base Rate (per month up to 8,000 gallons) As Adopted		
Each additional 1,000 gallons \$ 1.25		
The city will pay entire cost to purchase and install meter for those seniors who qualify.		
Culinary Water		
10% of the base rate of the adopted culinary rates		
Hardship Exception Rates - for other cases, heard by City Council after filing a relief petition with City Recorder		
Reconnection Fee - <i>normal business hours</i> \$ 50.00		
Reconnection - after hours \$ 150.00		
Tampering Fee \$ 80.00		
Mapping Fee \$ 200.00		
Pressurized Irrigation Connection fee \$ 250.00		
Account Suspension Fee \$50.00		
NSF (Not Sufficient Funds) Fee \$15.00	\$ 25.00	bank fees
Military Discount Active Military (With Deployment Papers) (While Deployed)		
Garbage Fees As Adopted		
Recycling Fees As Adopted		
Water Fees Waived		
Sewer Fees Waived		
Storm Drain Fees Waived		
Properties outside of American Fork City Limits will have double the rate of American Fork City residents for all utility services.		

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Parks and Recreation Fees		
Fitness Center Fees	Proposed	Justification
12 Month Contract		
Resident Rate		
Annual Family \$ 465.00		
per Month \$ 47.00		
Annual Couple \$ 385.00		
per Month \$ 39.00		
Annual Individual \$ 265.00		
per Month \$ 27.00		
Annual Senior Couple \$ 265.00		
per Month \$ 27.00		
Annual Senior Individual \$ 155.00		
per Month \$ 16.00		
Non-Resident Rate		
Annual Family \$ 520.00		
per Month \$ 52.00		
Annual Couple \$ 440.00		
per Month \$ 44.00		
Annual Individual \$ 310.00		
per Month \$ 31.00		
Annual Senior Couple \$ 310.00		
per Month \$ 31.00		
Annual Senior Individual \$ 185.00		
per Month \$ 19.00		
6 Month Rate		
Resident Rate		
Semi-Annual Family \$ 280.00		
Semi-Annual Couple \$ 230.00		
Semi-Annual Individual \$ 160.00		
Semi-Annual Senior Couple \$ 160.00		
Semi-Annual Senior Individual \$ 110.00		
Non-Resident Rate		
Semi-Annual Family \$ 310.00		
Semi-Annual Couple \$ 260.00		
Semi-Annual Individual \$ 185.00		
Semi-Annual Senior Couple \$ 185.00		
Semi-Annual Senior Individual \$ 115.00		

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Fitness Center Fees (continued)		Proposed	Justification
3 Month Rate			
Resident Rate			
Quarterly Family	\$ 205.00		
Quarterly Couple	\$ 165.00		
Quarterly Individual	\$ 115.00		
Quarterly Senior Couple	\$ 115.00		
Quarterly Senior Individual	\$ 75.00		
Non-Resident Rate			
Quarterly Family	\$ 225.00		
Quarterly Couple	\$ 190.00		
Quarterly Individual	\$ 135.00		
Quarterly Senior Couple	\$ 135.00		
Quarterly Senior Individual	\$ 85.00		
Summer Family Pass (May 15 to Sept 15)			
Resident Rate			
Quarterly Family	\$ 225.00		
Quarterly Couple	\$ 185.00		
Quarterly Individual	\$ 125.00		
Quarterly Senior Couple	\$ 125.00		
Quarterly Senior Individual	\$ 85.00		
Non-Resident Rate			
Quarterly Family	\$ 250.00		
Quarterly Couple	\$ 210.00		
Quarterly Individual	\$ 150.00		
Quarterly Senior Couple	\$ 150.00		
Quarterly Senior Individual	\$ 95.00		
Daily Admission Fees and Punch Card Rates			
Daily Adult (18 years and older)	\$ 5.00		
Daily Youth (4 years to 17 years)	\$ 4.00		
Daily Toddler (up to 3 years)	Free		
Daily Senior (60 years and older)	\$ 3.00		
Daily "Track Only"	\$ 2.00		
Daily Senior "Track Only"	\$ 1.00		
Daily family	\$ 20.00		
Monday Night (family night)	\$ 15.00		
Adult 20 Punch Card	\$ 80.00		
Youth 20 Punch Card	\$ 70.00		
Senior Citizen 20 Punch Card	\$ 50.00		
"Track Only" 20 Punch Card	\$ 25.00		
Senior Citizen "Track Only" 20 Punch Card	\$ 15.00		

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Fitness Center Fees (continued)		Proposed	Justification
Day Care Pricing - Monthly Pass (2 hour max per day)			
One child	\$ 28.00		
Two children	\$ 38.00		
Three or more children	\$ 48.00		
Day Care - Hourly Rates (2 hour max per day)			
Half Hour	\$ 1.00		
Hour	\$ 2.00		
20 Time Punch Card	\$ 35.00		
Business Rates			
Resident Rate 15% (1-20 employees)			
Annual Family	\$ 387.00		
Annual Couple	\$ 319.00		
Annual Individual	\$ 221.00		
Non-Resident Rate 15%			
Annual Family	\$ 434.00		
Annual Couple	\$ 366.00		
Annual Individual	\$ 255.00		
Resident Rate 20% (21-59 employees)			
Annual Family	\$ 364.00		
Annual Couple	\$ 300.00		
Annual Individual	\$ 208.00		
Non-Resident Rate 20%			
Annual Family	\$ 408.00		
Annual Couple	\$ 344.00		
Annual Individual	\$ 240.00		
Resident Rate 25% (60+ employees)			
Annual Family	\$ 341.00		
Annual Couple	\$ 281.00		
Annual Individual	\$ 195.00		
Non-Resident Rate 25%			
Annual Family	\$ 383.00		
Annual Couple	\$ 323.00		
Annual Individual	\$ 225.00		
Gymnastics	Member/Non Member		
Parent Tot	\$ 29.00/\$32.00		
Gym Stars, Breeze, Thunder	\$ 32.00/\$36.00		
Kinder	\$ 34.00/\$38.00		
Blizzards	\$ 60.00/\$65.00		
Tumbling	\$ 30.00/\$34.00		
Levels 3-7	\$70.00-\$155.00		
Itty Bitty Sports	\$ 30.00		
Dance Classes	\$ 25.00-\$60.00		
Karate	\$ 35.00-\$80.00		
Merit Badge Classes	\$ 8.00-\$26.00		
Preschool	\$ 65.00-\$85.00		

Attachment: 2020 FEE SCHEDULE - Proposed Changes (Proposed 2020-21 General Fee Schedule)

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Boat Harbor Fees		Proposed	Justification
Day Use	\$ 8.00		
Walk-in	\$ 2.00		
Fishing	\$ 5.00		
Senior Fishing and Launch - Drive in, per person, per day	\$ 5.00		
Senior Fishing and Launch - Drive in, per person, per season	\$ 40.00		
Annual Launch Pass	\$ 80.00		
Park and Field Rentals		Proposed	Justification
Amphitheater Rental			
Full Day Rental	\$ 600.00		
Half Day Rental	\$ 300.00		
Refundable Deposit	\$ 100.00		
Skate Park - 200 East 500 South			
Day	\$ 200.00		
Pavilions - Rotary, Quail Cove, Evergreen			
Large Pavilion - Resident/Non-resident	\$ 40.00/\$60.00		
Small Pavilion - Resident/Non-resident	\$ 30.00/\$50.00		
Baseball Field Rentals - Rotary, Pony, Art Dye, Beehive, Greenwood, and JC Parks			
Hourly	\$ 25.00		
Half Day	\$ 75.00		
Full Day	\$ 150.00		
Field Prep	\$ 45.00		
Field Lights - per hour	\$ 25.00		
Playing Field Rentals - Evergreen, Hindley, Art Dye East or South Fields, Legacy, Bamberger, Easton, and Kimberly Parks			
Hourly	\$ 25.00		
Half Day	\$ 75.00		
Full Day	\$ 150.00		
Field Prep	\$ 45.00		
Field Lights - per hour	\$ 25.00		
Art Dye - Full Rental - East Field, OR South Field, OR Baseball Field			
Half Day	\$ 350.00		
Full Day	\$ 500.00		
Entire Complex	\$ 1,500.00		
**Other Arrangements can be made on a case by case basis.			
**Playground Equipment for all parks is on a first-come, first-served basis at no charge			

AMERICAN FORK CITY
FEE SCHEDULE - PROPOSED CHANGES FISCAL YEAR 2020-2021

Recreation Fees		Proposed	Justification
T-ball, Coach Pitch	\$ 40.00		
Machine Pitch I	\$ 45.00		
Machine Pitch II	\$ 50.00		
Pony and Colt	\$ 95.00		
Softball			
Machine Pitch 1	\$ 45.00		
Machine Pitch 2	\$ 50.00		
5th-6th	\$ 50.00		
7th-12th	\$ 65.00		
Tennis Lessons	\$ 50.00		
Tennis Team	\$ 95.00		
Soccer			
3 years old through 2nd grade	\$ 40.00		
3rd-4th grade	\$ 45.00		
5th-9th grade	\$ 55.00		
Flag Football			
1st-4th grade	\$ 40.00		
5th-6th grade	\$ 50.00		
7th-12th grade	\$ 50.00		
Youth Basketball (no longer Jr. Jazz)			
1st-2nd grade	\$ 40.00		
3rd-4th grade	\$ 50.00		
5th-6th grade	\$ 60.00		
7th-12th grade	\$ 85.00		
Volleyball	\$ 50.00		
Ski School			
Bus, Lessons, Pass	\$ 230.00		
Skate Camp	\$ 65.00		
Bowling lessons	\$ 55.00		
Golf lessons	\$ 35.00-\$80.00		
Adult Softball			
Mens	\$ 620.00		
Coed	\$ 435.00		
Ultimate Frisbee - Grades 10th to 12th	\$ 32.00		
Reusable Sports Jersey - utilized in some programs	\$ 9.00		
All Recreation Programs require a \$20 non-resident fee			
\$5 multi-family discount for registering multiple family members at same time for same program			
All Recreation Programs require a \$5 late fee for registering after the deadline			