



LOCAL BUILDING AUTHORITY OF AMERICAN FORK CITY  
MAY 9, 2023  
NOTICE OF MEETING AND AGENDA

Notice is hereby given that the Local Building Authority of American Fork City will meet in a special session on May 9, 2023, at City Hall, located at 31 N. Church Street, commencing at 6:40 p.m. The agenda shall be as follows:

SPECIAL SESSION

1. Roll Call.
2. Presentation and adoption of the Local Building Authority of American Fork City tentative budget for fiscal year ending June 30, 2024.
3. Review and action on the approval of the January 24, 2023, annual meeting minutes.
4. Old Business
5. New Business
6. Adjournment

Dated this 4th day of May 2023

/s/ Terilyn Lurker  
City Recorder



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**REQUEST FOR BOARD ACTION  
LOCAL BUILDING AUTHORITY  
MAY 9, 2023**

**Department:** Finance

**Director Approval:** *Anna Montoya*

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**AGENDA ITEM**

Presentation and adoption of the Local Building Authority of American Fork tentative budget for fiscal year ending June 30, 2024.

**SUMMARY RECOMMENDATION**

Staff would recommend approval of the tentative FYE June 30, 2024 budget.

**BACKGROUND**

The building authority is required to adopt a budget by June 30, 2023. Attached is the proposed tentative budget.

**BUDGET IMPACT**

See attached budget for details.

**SUGGESTED MOTION**

I move to approve the Local Building Authority of American Fork tentative budget for fiscal year ending June 30, 2024, and set the public hearing for Tuesday, June 13, 2021.



# Municipal Building Authority Fund

## FUND SUMMARY

The Municipal Building Authority fund was created to account for the activities of the City’s Municipal Building Authority. The Authority was created to provide continuity between City Council changes. This method allows for small institutions to participate in financing. The City does not currently have any bonds outstanding issued by the Building Authority, but sees the organization as a “backstop” if needed. The yearly expenditures for the building authority are public notices.

## FUND BUDGET

Description	Actual 2021-22	Estimated 2022-23	Approved 2022-23	Proposed 2023-24
<b>EXPENDITURES</b>				
<b>Operating</b>				
Ordinances and Publications	\$ 35	\$ 50	\$ -	\$ 100
<b>Total Operating Expenditures</b>	<b>35</b>	<b>50</b>	<b>-</b>	<b>100</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 35</b>	<b>\$ 50</b>	<b>\$ -</b>	<b>\$ 100</b>
Municipal Building Fund Net Revenue	(35)	(50)	-	(100)
Beginning Fund Balance	831	796	796	746
<b>Ending Fund Balance</b>	<b>\$ 796</b>	<b>\$ 746</b>	<b>\$ 796</b>	<b>\$ 646</b>

# UNAPPROVED MINUTES

AMERICAN FORK CITY  
BUILDING AUTHORITY MINUTES  
JANUARY 24, 2023

Members Present:

Bradley J. Frost	Chairman
Kevin Barnes	Board Member
Staci Carroll	Board Member
Rob Shelton	Board Member
Clark Taylor	Board Member

Members Absent:

Ryan Hunter	Board Member
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Staff Present:

David Bunker	City Administrator
Camden Bird	Assistant City Administrator
Terilyn Lurker	City Recorder
Cherylyn Egner	Legal Counsel
Cameron Paul	Police Chief
Justin Whatcott	Fire Battalion Chief
Susan Goebel-Canning	Public Works Director
Patrick O'Brien	Development Services Director
Anna Montoya	Finance Director
George Schade	IT Director

Also present: Mark Allen, Jack Young, and four additional people.

The American Fork City Building Authority held the annual meeting on Tuesday, January 24, 2023, in the City Hall, located at 31 N. Church Street, commencing at 6:45 p.m.

## ANNUAL MEETING

### 1. Roll Call.

Chairman Frost welcomed everyone to the meeting and roll call was taken. Board Member Hunter was excused.

### 2. Approval of the June 14, 2022, public hearing minutes.

**Board Member Shelton moved to approve the June 14, 2022, public hearing minutes.**

**Board Member Taylor seconded the motion. Voting was as follows:**

<b>Board Member Barnes</b>	<b>yes</b>
<b>Board Member Carroll</b>	<b>yes</b>
<b>Board Member Hunter</b>	<b>absent</b>
<b>Board Member Shelton</b>	<b>yes</b>

# UNAPPROVED MINUTES

**Board Member Taylor**                      **yes**

**The motion carried.**

3. Approval of the June 21, 2022, Building Authority minutes.

**Board Member Taylor moved to approve the June 21, 2022, special session minutes. Board Member Shelton seconded the motion. Voting was as follow:**

<b>Board Member Barnes</b>	<b>yes</b>
<b>Board Member Carroll</b>	<b>yes</b>
<b>Board Member Hunter</b>	<b>absent</b>
<b>Board Member Shelton</b>	<b>yes</b>
<b>Board Member Taylor</b>	<b>yes</b>

**The motion carried.**

4. Report of the President.

There was nothing to report.

5. New business.

There was no new business.

6. Adjournment.

**Board Member Shelton moved to adjourn the meeting. Board Member Taylor seconded the motion. All were in favor.**

The meeting ended at 6:47 p.m.