

AMERICAN FORK CITY COUNCIL
JANUARY 24, 2023
REGULAR SESSION MINUTES

Members Present:

Bradley J. Frost	Mayor
Kevin Barnes	Council Member
Staci Carroll	Council Member
Ryan Hunter	Council Member
Rob Shelton	Council Member
Clark Taylor	Council Member

Staff Present:

David Bunker	City Administrator
Patrick O'Brien	Development Services Director
Camden Bird	Assistant City Administrator
Terilyn Lurker	City Recorder
Anna Montoya	Finance Officer
Justin Whatcott	Fire Battalion Chief
George Schade	IT Director
Cherylyn Egner	Legal Counsel
Cameron Paul	Police Chief
Derric Rykert	Community Services Director

Also present: Mark Allen, Jack Young, Lisa Halversen, Adam Olsen, Dan Orullian, John and Janet Woffinden and family, Brian Thompson, Christine Andersen, Andy Evans, Tim Hoggard, Holden Holt, Michele Thomas, Allen Tian, Eileen Miller, Roger Brockbank, and seven additional people.

The American Fork City Council met in a regular session on Tuesday, January 24, 2023, in the American Fork City Hall, located at 31 North Church Street, commencing at 7:00 p.m.

REGULAR SESSION

1. Pledge of Allegiance; Invocation by Council Member Shelton; roll call.
Mayor Frost welcomed everyone to the meeting. Those present recited the Pledge of Allegiance and the invocation was offered by Council Member Shelton. Roll call was taken.
2. Recognition of John Woffinden for his service on the Planning Commission
Mayor Frost called John Woffinden to the front. Mr. Woffinden has served on the Planning Commission for 21 years, where he has a vigilant steward over the city's growth. It is estimated that he has attended approximately 540 planning commission meetings and reviewed 2,730 developments. Mr. Woffinden, along with the other

planning commission members, carefully considers the development that goes on and the infrastructure that is needed for the development. Mayor Frost listed a few of the projects the Mr. Woffinden has been involved in over his 21 years of service. Mayor Frost thanked Mr. Woffinden for his service and wished him best for his future endeavors. Mayor Frost presented Mr. Woffinden with a map of American Fork City.

Mr. Woffinden stated he has worked under four mayors and an unknown number of council members, staff, citizens, and developers. He has worked on many projects, both residential and commercial, and spent many evenings with the planning commission. He thanked everyone, especially his wife, for allowing him to serve.

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

Heidi Rodeback thanked the mayor and council for their service to the city. She serves on the library board and thanked the council for their support over the years. Ms. Rodeback stated she loves the arts and she has had a strong history with the parks and recreation, noting she was part of the parks task force in 2003 for the parks bond. She wanted to advocate for the importance of the arts and the impact the arts have on economic development in the community. In 2005, while she campaigned for city council, she was asked what the single most important thing to her was and her response was the renovation of the Harrington building to proceed. Downtown had a blight issue, and by renovating the Harrington building it would attract business and help with the blight issue. The city was still dealing with blight in the downtown area, and she felt it was time to give momentum to the Harrington building.

4. City Administrator's Report

David Bunker stated he attended the library's 100-year event and thanked Casandria Crane and her team for the magnificent event they put on. He also thanked John Woffinden for his service; he has done a fantastic job and dedicated many hours of service.

5. Council Reports

Council Member Hunter echoed David's remarks regarding John Woffinden; he has enjoyed working with Mr. Woffinden. Council Member Hunter attended the library open house, which was a wonderful even. He was proud of what library staff accomplish; a library is more than just a place to check out a book.

Council Member Shelton expressed his appreciation for Mr. Woffinden's service, whom he has worked with on many city issues. He also thanked Heidi Rodeback for all she has done for the city, her work on the park bond, her service on the council, and all she does for the library. With the dispatch 911, they have 15 vacancies for dispatchers; in 7 years they have never been fully staffed and they are now at a critical stage with needing employees.

Council Member Barnes noted the library is a jewel and the open house was a great activity. He commented that staff was doing a fabulous job and make the library what it is. He also expressed his appreciation for John Woffinden and what he has done for the city; he has done a great job. He appreciated Janet Woffinden's support. Council Member Barnes thanked his own wife for her support of him.

Council Member Carroll also wanted to express her appreciation for the library and all they have done. She found interesting things in the historical room, including handwritten library board minutes from a hundred years ago. She thanked the library staff. When she heard John Woffinden resigned, she sent him a note of gratitude; he has truly served with little accolades. He has helped to shape the community. Council Member Carroll stated she was able to catch the legislative policy committee meeting which is held to keep people updated. There are many things in the works. She pointed out a study that has been written that highlighted data with Utah being the highest state with new residential construction; they wanted data behind the backing so they can show the legislature that cities are doing the best they can.

Council Member Taylor stated he was elected in 1996 and one bright star was the construction of the library that took place. He was unable to attend the open house, but earlier in the day he went to the record room and saw the balsa wood model of the library. He looked back and was proud of all they were able to accomplish with the library. Council Member Taylor also expressed his appreciation for John Woffinden, and for his passion for serving. Mr. Woffinden was passionate about serving the city and did it out of love; he has a wonderful work ethic and was very knowledgeable.

6. Mayor's Report - State of the City address

Mayor Frost stated that Andrew Carnegie was a big donor for the first library in American Fork, which stood around where the senior center is located. Mr. Carnegie said the library is for the people. With the advancement of technology, the interest of a library has not diminished. He appreciated the library and library staff. At the open house, he ran into a few notable patrons, Ms. Savage and MaryAnn Judd. Ms. Savage remembered the first library in American Fork and Ms. Judd painted all three libraries that were on display at the open house.

Mayor Frost expressed his appreciation for staff, who are the greatest asset of the city. He also paid tribute to the council; it was a collective effort to run the city.

Mayor Frost presented the State of the City address:

State of the City

Presented Jan 2023

Introduction

In 1675 Sir Isaac Newton wrote a letter to fellow scientist Robert Hooke explaining his role in formulating the gravitational theory. Humbly, Mr. Newton says, "If I have seen further, it is by standing on the shoulders of giants." This now popular phrase has become a common metaphor for building on top of existing scientific discoveries. And in many ways, this is a perfect metaphor for my time as Mayor. If any good has happened while I have been mayor, it has come thanks to the men and women who have come before me. I want to thank the mayors, businesses, and other community members of the past. Thanks to them, as well as many other great people alive today, great things have and are happening in American Fork City. Let me tell you about a few.

Road Construction

We have conducted a community survey every year for the past seven years. For six of those seven surveys roads were the number one issue among our American Fork residents. And for the seventh consecutive year our City has increased our resources towards road improvements. It's taken time as we've made modest improvements and changes, but over the years we have been moving in the right direction, incrementally increasing the average quality of our roads. This year we will see the most significant investment in roads to date. Between overlays and full reconstructions, we plan to improve approximately five million sq ft of roadway this year. This will be incredible but may come at an inconvenience to some. I ask residents to recognize that when you see cones, construction signs, and detours, that means we are making progress on your number one priority: roads.

Because of the importance of roads, I want to call your attention to two important road projects coming up in our community. The first is the 200 South intermodal project right by our front runner station. This road is the main corridor through which residents, commuters, and businesses will run south of I-15. The project will reconstruct 200 South and include portions with two travel lanes in each direction and a roundabout to improve flow at Frontage Road. Major utility improvements will also be included, in addition to sidewalks, trees and landscaping, and a multi-use trail for pedestrians and bikers extending the entire length. This will be a huge deal for the many residents and commuters that frequent this road. We anticipate starting construction in Spring of 2023 and finishing in the later end of 2024.

The second road I'd like to update you on is 700 North where we plan to connect between 100 East to 200 East. Because this east-west corridor is of regional importance we have been able to obtain funding from the Mountainland Association of Governments to complete this project. There will be a signal installed at 100 East and a roundabout will be constructed at 200 East. This important connection will improve east-west mobility and increase the safety of school travel along 700 North and nearby streets. This project is currently in the

design phase and once construction begins should take 18 to 24 months to complete.

Water Conservation

As of today Snowbird & Timpanogos Basins have an average of 230% above normal for snowpack. This is terrific news as this water will be used to recharge our aquifer. We also anticipate some of it will make its way to Utah Lake through our river. I once again thank those in our community who answered the call to conserve water last summer. Since 2020 our residents have conserved over 2 billion gallons of water! With that water savings we could fill over 3,000 Olympic size swimming pools! I wish I could say we are out of the woods, but I know we need a few more years like the past 30 days before we could begin to breathe easier.

Staying on the subject of water conservation, the City is well underway with our PI meter installation project, which will have dramatic results in reducing water consumption. As a city we were able to pay for this \$12 million dollar project almost exclusively with grants. So far, we've been able to install over 3,400 meters in the northern third of the city and will continue through the remainder of the city over the next few years. This year we will begin conducting a PI rate study to determine the correct usage rate structure that is fair and manageable for our residents with the goal being to help residents better conserve water.

Fiber

One exciting announcement that we made last year is our partnership with Strata Networks to provide high speed internet to all residents in our community. American Fork will own the network, Strata will maintain it, ISPs will provide service, and residents will benefit. Only residents who want the service will pay for it and ISPs are not obligated to join if they do not want to. We are currently working with Strata to design the network and pricing but residents can pre-register now by going to americanfork.fibertomycity.com. There is no cost or commitment to pre-register. You can always choose later whether you want the service. Pre-registration means merely expressing interest which will help us determine where to start construction based on demand. We hope to begin construction by the start of 2024.

Public Safety

Last year our police department responded to 26,600 calls for service, which amounts to 1,000 calls per officer. These calls require our officers to be prepared for every scenario, which they do through continuous training. In 2022 members of our police department participated in over forty different trainings. Most of the training focuses on the skills you might expect, like tactical driving, de-escalation, firearms, and active shooter scenarios. But other training might surprise you, like peer support, legal liability and risk mitigation, autism, mental health response, and reduction of elderly abuse. This thoroughness of preparation

should tell everyone that our police officers are invested in their job and community.

Not to be outdone, our fire department has been active and takes their job and community just as serious. Last year they responded to 4,722 calls for service and conducted over 5,000 man hours of training. They are community members as well, participating in 190 educational events which allowed them to interact with 15,121 individuals.

Another great accomplishment for our fire department is all the work they did last year as part of our ISO re-evaluation. Every 3 years the Insurance Services Office, or ISO for short, evaluates cities and gives them a rating that indicates how prepared they are for fires. Our evaluation process included things like hydrant testing, training hours, staffing levels, equipment, apparatus, dispatch capabilities, water system modeling, and mutual aid agreements. I am pleased to say that we maintained our ISO rating of two, a rating that only 7% of cities nationally accomplish. This means we are a really safe community when it comes to fires. Hopefully, this also means our homeowners insurance is lower than it would otherwise be without such a great rating.

One element that helped us secure such a great ISO rating is our upcoming second fire station. Station 52, as it is called, will be in the Northeast part of town and is currently under construction. The footings and foundation are being poured with the masons and framers about to start work on the structure. This facility will be 16,500 sq ft and will house three apparatus bays, dorms for six firefighters, a training room, a kitchen and outdoor cooking patio, and a fitness room. In addition, the AFD will have two offices and an interview room as well as a shooting range. Barring any supply chain issues, we expect to complete the fire station by July of this year.

Financial Responsibility

As mayor of American Fork, I feel it is important to be the very best steward of our taxpayer's dollars. Waste is unacceptable and we need to try our hardest to be as efficient and as lean as possible. As someone that sees the day-to-day operations, I feel we are running lean and efficient, with plans to be even better. 'Do More with Less' is our proverbial mantra within our City. Of course, that does not mean everyone will agree with our spending choices. I can have one resident tell me we are wasting too much money on a specific service only to have another resident tell me we are not funding that same service enough. Both think the city is making the wrong decision and both have diametrically opposed views on what the right decision is. Sometimes this can be difficult to manage but it is what we signed up for and we would much rather hear our residents' opinions than not. Its residents' input that helps us make the best possible decisions for the greatest good.

Sometimes people ask me what the biggest surprise has been since I have been mayor. With little delay I tell them it I did not expect a global pandemic. However, even with a disruptive pandemic and the looming possibility of a recession, I can say confidently that we are in the best financial position than we have ever been. We actually found out yesterday that bond rating company

Moody's has upgraded our bond issuer rating. To quote Moody's press release, our City's new rating incorporates, "significant growth in sales tax revenue, ... in addition to strong financial management including conservative budgeting and prudent spending practices" and shows the "city's robust financial position...." This better rating will save our residents tens of thousands, if not hundreds of thousands, of dollars in interest. While we may have tough times ahead, I know we can weather them because of the decisions we and others before us have made.

Growth

You won't be surprised to hear that we are still a growing city. Last year we had over 1,000 permits issues for commercial and residential construction. A more impressive number is that we conducted 30,686 inspections last year, which equates to about 5,000 inspections per inspector. I hope that tells you how seriously we take development in our city. It's important for us to make sure buildings in American Fork are safe to live and work in and are built to follow all required construction standards. In order to help make this happen successfully our staff has been leveraging software to help automate and schedule out inspections online. Both our staff and developers have appreciated these tools of convenience.

Another interesting part of my job as mayor is that I get to sign all the lot deeds for our cemetery. Last year we had 181 burials, most of whom were people who did not live in American Fork at the time of their passing but did at some point of their lives. I find this heartwarming. Of all the places those people may have lived, they considered American Fork their hometown, as I hope we all do.

Social Infrastructure

In addition to vital road and capital infrastructure, we have not forgotten the importance of our social infrastructure. Residents need places to go to relax, connect, and recreate. It's in these places that communities are built. Last year we made great strides at expanding our social infrastructure. We were able to open a much needed three-acre dog park at Art Dye. This dog park has grass fields, a wooded area, an obstacle course, and a quarter mile path. And with a generous grant from Doug Smith Subaru there is even more exciting amenities to come to this dog park.

Speaking of Art Dye Park, we have been working with other our local communities and regional planning organizations to add a trail connecting the Murdock trail at Art Dye to the city's river trail on 700 N. We are also working with groups on a trail that will take the place of the old railroad tracks going through downtown and Pacific Drive, as well as a regional trail along the lake. We are designing major road improvements that will include our own trails to connect to these larger regional ones. These are exciting connections that will immensely benefit our residents and secure us as a phenomenal recreational hub.

With the PARC tax program, we are also excited to announce an additional six lighted pickleball courts at Hindley Park coming this summer. This project is one of 24 projects totaling \$1.2 million dollars that were funded by the PARC program last year.

In January 1923, American Fork Library held an open house to dedicate their first library building. This building was funded by a grant from Andrew Carnegie who called libraries, "Palaces for the People." This month marks the 100th year since a library in American Fork first opened and our library has only grown in relevance since then. Last year our library had over 200,000 visitors, which equals 582 visitors per day. Our library also circulated 350,000 physical books and materials and 130,000 electronic items. What's more is they offered 631 programs to our community. They also offer board games, internet access, learning kits, ESL classes, and many other resources. Regarding our ESL class, currently over 50% of those attending our class are Ukrainians. Our library was also one of only a few libraries in the state last year to receive the Quality Library award for going above and beyond a libraries basic services. We truly have a great library and library staff.

Lastly our recreation programs and fitness center continue to steadily increase in activity. 2022 saw an additional 25,000 visitors to the fitness center, bringing the annual total to around 300,000. We offer year-round recreational programs, the most popular of which is our basketball program which had 1,925 participants last year on 228 teams. With all this additional growth and demand on our fitness center we are exploring facility options that will allow us to service our growing community.

Our senior center has also grown by over 400% since before COVID. At 273 members today they are one of the best run centers in the county. Our seniors are always on the move, whether its watching plays at the Tuacahn in St. George or looking at the fall leaves up Ogden canyon. We have seniors engaged in health and fitness challenges to keep them mentally and physically active. As a tangent, I think it's great that our senior center is right next to a park and our library where children's programs take place. Between to those amenities our community can span a lifetime in about 100 ft.

Conclusion

We have done great things this last year and plan to do many other great things in the future. While I am grateful to be able to witness all these improvements, I recognize that they are modest additions to a great city that is been constructed, brick by brick, road by road, by the many great leaders before me. As I look to the future, I am excited about what I see. I hope others can see it too. But that's okay if you can't yet. Because like Newton said, "If I have seen further, it is by standing on the shoulders of giants."

Thank you.

COMMON CONSENT AGENDA

(*Common Consent* is that class of Council action that requires no further discussion or which is routine in nature. All items on the Common Consent Agenda are adopted by a single motion unless removed from the Common Consent Agenda.)

1. Approval of the January 10, 2023, city council minutes.
2. (Common Consent Agenda) - Consideration regarding authorization to release the Improvements Construction Guarantee in the amount of \$244,217.04 and issue a Notice of Acceptance for the Lake City ROW 620 South Roadway construction of public improvements located at 620 South.
3. (Common Consent Agenda) - Consideration regarding authorization to release the Improvements Construction Guarantee in the amount of \$0.00 and issue a Notice of Acceptance for the Rockwell Ranch Block 8 construction of public improvements located at 1000 West 350 South.
4. Consideration regarding authorization to release the Improvements Durability Retainer of \$23,667.37 for Peak Meadows Plat A, located at 1195 East 300 North.
5. Ratification of city payments (January 4, 2023, to January 17, 2023) and approval of purchase requests over \$50,000.

Council Member Carroll noted she would abstain as she has not read the minutes.

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

RESULT:	APPROVED [4 TO 0]
MOVER:	Rob Shelton, Council Member
SECONDER:	Clark Taylor, Council Member
YES:	Kevin Barnes, Ryan Hunter, Rob Shelton, Clark Taylor
ABSTAIN:	Staci Carroll

ACTION ITEMS

1. Review and action on appointments to the Planning Commission, Parks, Trails and Recreation Committee, and PARC Tax Advisory Board.

Mayor Frost explained he was recommending the following appointments:

- David Bird, Planning Commission with term ending 2024
- Nick Merrill, Parks, Trails and Recreation Committee, with term ending 2027
- Katie Sorensen, PARC Tax Advisory Board with term ending 2026
- Hugh Johnson, PARC Tax Advisory Board with term ending 2026

Council Member Shelton moved to approve the appointment of David Bird to the Planning Commission with a term ending 2024 and table the appointments of Nick Merrill, Katie Sorensen, and Hugh Johnson. He stated he would like to get to know them better prior to their appointments. **Council Member Barnes seconded the motion for the same reason.**

Council Members Shelton and Barnes felt it was important to get to know those they were appointing to the boards. Council Member Taylor appreciated their concerns, but he stated these were good, solid citizens; he has never interviewed a potential committee member prior to appointing them. Council Member Carroll understood their stance, however, she did read the information on the appointments and felt comfortable with appointing them.

Mayor Frost called for a vote on the motion to appoint David Bird and to table the appointments of Mr. Merrill, Ms. Sorensen, and Hugh Johnson. Voting was as follows:

RESULT:	FAILED [3 TO 2]
MOVER:	Rob Shelton, Council Member
SECONDER:	Kevin Barnes, Council Member
YES:	Kevin Barnes, Rob Shelton
NO:	Staci Carroll, Ryan Hunter, Clark Taylor

Mayor Frost explained he had been working on the appointments and had been unable to supply information on the appointees sooner.

Council Member Taylor moved to approve David Bird to the Planning Commission with a term ending 2024; Nick Merrill to the Parks and Recreation Committee with a term ending 2027, Katie Sorensen to the PARC Tax Advisory Board with a term ending 2026, and Hugh Johnson to the PARC Tax Advisory Board with a term ending 2026. Council Member Carroll seconded the motion. Voting was as follows:

RESULT:	ADOPTED [3 TO 2]
MOVER:	Clark Taylor, Council Member
SECONDER:	Staci Carroll, Council Member
YES:	Staci Carroll, Ryan Hunter, Clark Taylor
NO:	Kevin Barnes, Rob Shelton

Council Member Barnes and Shelton said they voted against the appointments due to not having information in advance, and that it was nothing against the individuals.

- Review and action on a resolution to accept/reject the AF Utah LLC Addition petition to annex, consisting of approximately 14.9 acres at 1000 West 200 South.
Council Member Shelton moved to adopt Resolution No. 2023-01-03R accepting the petition for annexation of the AF Utah LLC Addition consisting of approximately 14.9 acres and located in the area of 1000 West 200 South and authorize the city recorder to determine if the petition meets the statutory requirements and to certify the petition. Council Member Taylor seconded the motion. Voting was as follows:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rob Shelton, Council Member
SECONDER:	Clark Taylor, Council Member
YES:	Barnes, Carroll, Hunter, Shelton, Taylor

3. Review and action on a resolution amending the PARC Tax Advisory Board, including amendments to the Policies and Procedures for PARC Tax Funding.

Camden Bird explained the board met and decided to add language to help clarify the qualifying expenses, specifically areas that do not qualify. This was language taken from the state and other entities.

Council Member Shelton brought up the “Related Party Transactions” and questioned if it would allow for an organization to have salaried board members and then have 1099 payments to spouses. Mr. Bird said that when the board went over the items, they did not see anything that would dramatically impact the organizations.

Council Member Shelton stated that the salary expenditures were capped at \$80,000, and he felt the best benefit of the funds was to go to the actual programs and not administrative fees. It was explained this amount had been adapted from other entities, but it would be up to the council on what was funded. There was a discussion on where the funding should go and of capping the salary expenditures at \$80,000. It was noted these would add clarification to the applicants as to how the committee would be evaluating the applications. It also guides the committee and was fair and clear as to what the funds could go to. If the council chose, they could approve a lesser amount.

Council Member Barnes moved to adopt Resolution No. 2023-01-04R approving amendments to the PARC Tax Advisory Board, including amendments to the Policies and Procedures for PARC Tax funding. Council Member Hunter seconded the motion. Voting was as follows:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kevin Barnes, Council Member
SECONDER:	Ryan Hunter, Council Member
YES:	Barnes, Carroll, Hunter, Shelton, Taylor

4. Review and action on a resolution approving a proposed Land Use Map Amendment for approximately 2.23 acres of land located at approximately 285 N County Blvd from the Residential Low-Density designation to the Professional Office designation.

Council Member Shelton stated this was a strategic corner and he wondered when the appropriate time would be to discuss access in and out. Patrick O’Brien stated it would be at the site plan stage, but the applicant has had discussions with UDOT on that.

Council Member Carroll questioned how far they would let commercial encroach into the

residential area. Mr. O'Brien stated this was as far back as staff was comfortable with making a recommendation; they did not anticipate it going any further to the west as there were existing homes to the west. Council Member Carroll was not opposed to the development, but stated she wanted to protect the neighborhood.

There was a discussion on the impact of the residential homes in the area. There were offices to the north and to the east of this parcel, one which was a single story and one was a three story. Council Member Shelton stated the development could impact the neighboring homes, depending on the size the structure; he felt a three story building would be detrimental to the neighboring homes and would prefer a single story building. Some additional concerns are signage and size and lighting. Jason Vangardson, a representative of the project explained those concerns could be addressed.

Mr. Vangardson further explained they could work around the signage so there is nothing glaring for the residents. He noted this is a project would have the building close to the corner to keep the building away from the residential homes and there will be a decorative fence as a buffer. The CEO has met with each of the homeowners to address any concerns the residents may have, one of which was maintaining a view of Mt. Timpanogos, which they felt they were able to maintain for that owner. They have met with staff regarding parking as well as with UDOT for access to the property.

Council Member Shelton felt they should have a development agreement in place to make sure the neighborhood was protected. Mr. Vangardson stated the Premier Family Medical has been around a long time and is very reputable.

There was further discussion on the residential aspect of the area. At the planning commission meeting, there were residents in attendance, and no one spoke against it. It was a straightforward discussion with no comments from the planning commission members.

Jack Young, whose family owns the home on the property, stated that Premier Family Medical has met every request they have had. He was not concerned with the reputation and felt it was up to staff to make sure they met the plans. He did not see the zoning as an issue and felt what professional office fit in with what is in place between 300 North and State Street.

There was a discussion on when the concerns brought up should be handled, which staff felt would be handled at the site plan stage. The project would come back to the council for final approval. It was noted if the project meets code, then it would be allowed. One way to address some of the concerns that would affect not only this project, but other projects throughout the city, would be to adopt standards. Standards could be in place that would protect the residential properties surround the professional office zone, which would protect all areas and not just this area. When the issue of vesting was brought up,

Ms. Egner stated that vesting would take place at time of the site plan application.

It was noted there was a portion of the property included in the land use map amendment that was still in the county and needed to be annexed. In the meantime, staff could work to create a standard and will make that a priority.

Council Member Taylor moved to adopt Resolution No. 2023-01-05R approving the Land Use Map Amendment to Professional Office, for the property located in the area of 285 North County Boulevard. Council Member Hunter seconded the motion.

Voting was as follows:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Clark Taylor, Council Member
SECONDER:	Ryan Hunter, Council Member
YES:	Barnes, Carroll, Hunter, Shelton, Taylor

5. Review and action on an ordinance approving a Zoning Map Amendment (Zone Change) for approximately 1.31 acres of land located at approximately 285 N County Blvd from the Utah County Territory, R1-12000 and R1-9000 Residential Zones to the Professional Office (PO-1) Zone.

Council Member Taylor moved to adopt Ordinance No. 2023-01-02 approving the zone change to PO-1 for the property located in the area of 285 North County Boulevard, with instructions to the city recorder to withhold publication of the ordinance subject to all conditions identified in the public record on the January 4, 2023, planning commission meeting. Council Member Hunter seconded the motion.

There was a discussion on which parcels would be included in this zone change request. The property included would be the parcels that were currently within the city limits; the unincorporated parcels would annex into the city into this zone. The land use map included the unincorporated property, while the zone change did not.

Council Member Taylor amended his motion to exclude parcel number 14:017:0128. Council Member Hunter agreed to the amendment. Voting was as follows:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Clark Taylor, Council Member
SECONDER:	Ryan Hunter, Council Member
YES:	Barnes, Carroll, Hunter, Shelton, Taylor

6. Review and action on subdivisions, commercial projects, condominiums, and PUD's including 1) plat approval; 2) method of satisfaction of water rights requirements; 3) posting of an improvement bond or setting of a time frame for improvement installation;

and 4) authorization to sign the final plat and acceptance of all dedications to the public and to have the plat recorded.

- a. Review and action on an ordinance approving a Site Plan for a pylon sign for Doug Smith Autoplex, located at 523 W Main St, in the Planned Shopping Center (SC-1) Zone.

Council Member Shelton moved to adopt Ordinance No. 2023-01-03 approving the site plan for Doug Smith Autoplex for a pylon sign in the SC-1 zone, located in the area of 523 West Main Street, with instructions to the city recorder to withhold publication of the ordinance subject to all conditions identified in the public record of the January 4, 2023, planning commission meeting. Council Member Hunter seconded the motion.

Council Member Taylor put on the record that Doug Smith was his client.

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

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Rob Shelton, Council Member
SECONDER:	Ryan Hunter, Council Member
YES:	Barnes, Carroll, Hunter, Shelton, Taylor

- b. Review and action on an ordinance approving a Site Plan for RCKM Medical Office, located at 118 South 1100 East, in the Professional Office (PO-1) Zone.

Council Member Hunter asked if the right-in/right-out issue as noted on the plans were resolved. He was concerned as that was the only entrance to the businesses and a right-in/right-out would require residents to drive through the neighborhood to turn around to access the parking lot. It was unknown if that was resolved, but staff would look into that. The council felt the best option would be to make that a right-out only.

Council Member Hunter moved to adopt Ordinance No. 2023-01-04 approving the site plan for RCKM Medical Office, located at 118 South 1100 East in the Professional Office (PO-1) zone, with instructions to the city recorder to withhold publication of the ordinance subject to all conditions identified in the public record of the January 4, 2023, planning commission meeting with the condition of verification of the cross access, with right-in/left-in/right-out only. Council Member Taylor seconded the motion.

A concern was brought up on the intersection entering onto North County Boulevard and if it was signalized. It was noted there was no signal at that location and turning left at that location would be difficult.

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

RESULT:	ADOPTED AS AMENDED [UNANIMOUS]
MOVER:	Ryan Hunter, Council Member
SECONDER:	Clark Taylor, Council Member
YES:	Barnes, Carroll, Hunter, Shelton, Taylor

7. Review and action on a resolution approving an Amendment to the American Fork General Plan, amending the Moderate-Income Housing Plan to conform to the requirements of the Utah State Code

Council Member Carroll moved to adopt Resolution No. 2023-01-06R approving the amendment to the American Fork General Plan, and to adopt the American Fork Moderate Income Housing Plan as a component of the General Plan. Council Member Taylor seconded the motion. Voting was as follows:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Staci Carroll, Council Member
SECONDER:	Clark Taylor, Council Member
YES:	Barnes, Carroll, Hunter, Shelton, Taylor

8. Review and action on a Master Services Agreement Contract for Engineering Services
When asked what type of engineering services this included, Mr. Bunker said there were a range of services including outside review of development projects and design work for city capital projects. Council Member Shelton stated the applicants of development projects should be made aware of the costs up front.

There was a discussion among the council and staff regarding the need for an agreement between the city and developer regarding fees they may be charged for. The council agreed that it was important for the city to be transparent with any developers on costs that could be passed on to them for any services that are in addition to what they have paid. Council Member Shelton felt that a scope of work and agreement should be provided.

Ms. Egner pointed out this agreement was between the city and third-party company; an agreement with a developer would need to be done internally with applicants and the fee schedule.

There was further discussion regarding utilizing third-party consultants and being transparent with developers. Council Member Shelton felt that it needed to be on the public record the procedures have been approved. It was noted the city contracted with the engineers for services but needed a separate agreement with the developer. A process or policy needed to be in writing.

Ms. Egner stated there did need to be an agreement, whether it was an acknowledgement on the application or a separate contract with the developer, indicating the city would be

provide a pass-through cost. She felt it should also be on the fee schedule. That would be between the city and the applicant, not the city and the engineering service provider.

Council Member Carroll moved to approve the master services agreement as presented and authorize the city administrator and city engineer to enter into master services agreements with all engineering consultants who are currently doing work with the city. Council Member Barnes seconded the motion.

Staff was directed to address the fee schedule and of transparency with the developers with an agreement or acknowledgement.

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Staci Carroll, Council Member
SECONDER:	Kevin Barnes, Council Member
YES:	Barnes, Carroll, Hunter, Shelton, Taylor

9. Review and action on approval of a right-of-way licensing agreement between American Fork City and Rocky Mountain Power.

Council Member Taylor moved to approve the right-of-way licensing agreement between American Fork City and Rocky Mountain Power for a term of 10 years with additional conditions per the agreement. Council Member Hunter seconded the motion. Voting was as follows:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Clark Taylor, Council Member
SECONDER:	Ryan Hunter, Council Member
YES:	Barnes, Carroll, Hunter, Shelton, Taylor

10. Adjournment.

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

The meeting adjourned at 9:35 p.m.



Terilyn Lurker, City Recorder