

AMERICAN FORK CITY COUNCIL  
APRIL 20, 2021  
WORK SESSION MINUTES

Members Present:

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

Staff Present:

David Bunker	City Administrator
Camden Bird	Community Services Director
Wendelin Knobloch	Associate Planner
Terilyn Lurker	City Recorder
Anna Montoya	Finance Officer
Aaron Brems	Fire Chief
George Schade	IT Director
Cherylyn Egner	Legal Counsel
Adam Olsen	Senior Planner
Darren Falslev	Police Chief
Derric Rykert	Parks and Recreation Director
Scott Sensanbaugher	Public Works Director

Also present: Brian Thompson, Nan Kuhn, Scott Okelberry, Laurel Shelley, John Woffinden, and Karen Schaack

The American Fork City Council met in a work session on Tuesday, April 20, 2021, electronically, commencing at 4:00 p.m.

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.*

1. Presentation by the PARC Tax Advisory Board on recommended allocations of the 2020-2021 PARC Tax funds.

Mayor Frost expressed his appreciation for the PARC Tax for their diligence in going through the process. He said that it was a wonderful blessing to the City to have these funds available to enhance programs.

Brian Thompson, PARC Tax Committee Chair, recognized Laurel Shelley for pulling together the materials under such a compressed timeframe. The committee finalized the proposal the previous Wednesday and Ms. Shelley had the information out by Sunday. He said that he would go through item by item. There were some items that he did not think required much discussion because the

funds allocated were so nominal such as the Daughters of Utah Pioneers who was always very frugal in their request for the 4<sup>th</sup> of July celebration.

The second item was two support two productions of the Alpine Community Theater. Mr. Thompson said that last year was a tough year for everyone. The funds allocated to the Alpine Community Theater would offset some of the expenses for their productions. He said they had always proven to be good stewards with the money allocated to them.

The Wasatch Music Alliance requested \$57,000. The committee decided to pull out of the request the instrument request because they felt it was a grey area as to if this was a capital expense. Thus, the committee decided to pay for the operating expenses, less the amount requested for instruments for the total of \$50,266.

The Friends of Library issued new requests for the balcony art gallery and the mural commission. He said this was a way to highlight what happened in the rotunda of the library. Because of this, the committee felt good about re-granting the requests for the full portion. He noted that the book fairy and dictionary requests were recurring and the committee knew the exposure with the kids with both of those programs had been wonderful. They appreciated that the library took the lead with those programs.

Harrington Center for the Arts also made a couple of new requests. He said that every year they try to explore new ways to display and showcase the arts. This year was no exception. The walls had been a way to display art in the past. Although the committee had not funded them in the past, they recommended funds for the walls this year. \$10,000 of the money was for another commission. He said that last year Chalk it Up was very successful. The event was held at Art Dye Park. It would be relocated this year, but there was tremendous participation in those by the artists and spectators. He said it was a high quality, well-run event. The sculpture exhibition was also a request. Given American Fork's proximity to several nearby foundries, Harrington felt that this was a good time to showcase what could be produced by local sculptors. The exploration of new works was a similar initiative for Harrington to explore new artists providing different types of productions and plays. This would give Harrington a venue to showcase those productions.

Mayor Frost asked if those funds would be used to rent places for displays. Mr. Thompson said that in this case the new works would primarily be plays. If a local artist came up with a play and wrote a script, that local writer could put on a local play. This would help fund some of the cost for a local artist to put on a production. He continued to address the next item, the Fork Fest. He said that two years ago, pre-COVID, it was very successful. Last year, despite COVID, they still had a good turn out while maintaining all of the social distancing restrictions. There had been great demand from invited musicians, but also a loyal following that comes. He said that it was established and that people looked forward to the event.

Harrington had also taken over Concerts in the Park and were going to do more with the event by trying to elevate the level of artist that comes to the concerts. He said it was a wonderful venue.

Council Member Carroll asked if Harrington had asked for a whole summer's worth of funding for Concerts in the Park. Mr. Thompson stated this was a full year's worth of funding. He said that Harrington had some money that carried over from last year that they'd be able to use. Council Member Shelton said that he loved what had already been outlined. He wanted to pause to state that many of the events faced difficulty last year. He said that even with the restrictions, he felt

like Chalk it Up was a wonderful part of Steel Days. He wanted to know if anyone new the number of people who attended the event.

Mr. Thompson said that he would have to look the specific number up. He had attended the awards ceremony. He said it was packed.

Council Member Shelton said that he felt like Chalk it Up was a great way to showcase talent and art. He said that his own kids got the chalk bug. He felt it was a great way to install the arts in people. He also felt that the book fairy and dictionaries that focused on the third grade were also great programs. He really appreciated seeing the money be put to good use.

Mr. Thompson said that they had asked the applicants to submit to the PARC Tax Committee any carry over funds from the previous year. This gave the committee to have a sense of what the organizations had in the bank. He said that for many people, previous money was going to fund events in the current PARC year.

Council Member Shelton asked about the amount of available funds that were left over. He asked if that included any carry over. Mr. Thompson said that the \$103,891 was full excess. Those were funds that could allow the committee to open another application window because there might be projects that could be submitted. He said that there had been some discussion about pre-funding the Art Dye bond. They didn't want to do that because it had a fixed payment schedule. Because of this, the committee thought they could allocate whatever was left over after some money was allocated for the 1.5% administration fee. He said there were a few areas that had excess.

Mr. Thompson continued with the organizations that applied for funds. Wasatch Dance was a new entity. Last year that had requested funds to support a contemporary dance production. This year they wanted to bring in a guest choreographer to put on some workshops. This was easy to fund because it was such a nominal request. The committee welcomed applications from organizations that used venues and conducted workshops in American Fork.

Mr. Thompson wanted to save the request from the Timpanogos Arts Foundation (TAF) for last and address the American Fork Library physical facility requests. He said that there would be some fixed costs for the balcony art gallery piece and for the children's room. The committee had previously funded the children's room. They reached out to Camden Bird, Community Service Director, to see if there had been an escalation in construction cost. It was thought that the initial funding of \$55,000 should be enough.

Council Member Barnes asked if the funds were for the building addition or to remodeling the downstairs room. Mr. Thompson said it was just to remodeling the room downstairs into a children's room. He then talked about the requests related to recreation and facilities. The first item was for the dog park. This was a new request to develop a part of Art Dye. There was a new problem of people letting their dogs roam there. This would hopefully concentrate where responsible owners might take their pets. The dog park would include three different areas. He felt that the acreage was large enough and the topography diverse enough to create a unique dog park experience.

Council Member Carroll asked for clarification on the actual location of the dog park. Council Member Taylor explained it was the section to the north of the play area and the trail up to the golf

course fence. Council Member Carroll clarified that it was not taking up any of the current parking, or areas slated for future parking.

Mr. Bird said that it would not take up any stalls. In fact, it would leverage those parking areas to be able to access the dog park more easily. He highlighted the trail that goes off of the existing parking to the right to connect to the Murdock Trail.

Council Member Carroll asked how much of the area was currently disc golf. Mr. Bird said that it would impact three holes. As part of the funding request addressed relocating those holes, so that full 18 holes of the course could be maintained. He said that staff were already working with the disc golf club to make sure that some of the existing holes did not cross over the trail.

Council Member Carroll said that she was not a dog owner. She asked if it was okay to be in a wooded area where as an owner you could not see your dog all the time. She laughed at herself and said that was probably such a naive question.

Mr. Bird said that the forested area as it was now was a little different than the final park plans. Staff intended to clear out a lot of underbrush to improve lines of sight. It should be safe, and the entire area would be fenced as long as owners were being responsible with their dogs.

Council Member Barnes asked what kinds of things the \$68,000 was going to be used for in relation to the dog park. Mr. Bird said that the money was largely going towards the fence. Some of it was allocated for removing and relocating the disc golf holes. In addition, they would add a two-door system entrance, a water fountain, some pathways, and a section of compacted dirt that would serve as a performance area with some dog play equipment.

Mayor Frost said that he lived that there were all types of people who could find something enjoyable about the park.

Council Member Shelton said that he was at Art Dye on Saturday because soccer had started for his kids. He said that it was an amazing feat getting people in and out of the park with the round-about. He said it was a very unique and strategic way to get people in and out of the park. When he looked at the disc golfers and all of the different people using the park, he felt like the park was already at capacity. He wondered if Mr. Bird had ideas about opportunities for expansion as athletic programs continued to grow.

Mr. Bird said that was a philosophical question about what was the best use of a space at any given time. He said that if the Council wanted to keep the area where the dog park was slated as an opportunity for Art Dye, that was a different direction Parks and Recreation could go. Staff, however, were tasked with finding a dog park space in Art Dye specifically. He said that the thought was that as efforts were made to acquire new park space that there would be more opportunities for additional soccer fields and alleviate some of the demand that was present at Art Dye. He said that there were competing uses for the space.

Council Member Shelton said that it just seemed like there was already a lot of activity and competing interest in Art Dye. He wondered if a dog park would be better placed at Hunter Park as it was maybe a more underutilized park for recreation.

Council Member Taylor said that he thought that this was an attempt to alleviate the problem with the dog situation at Art Dye that was previously discussed. He thought that the rational was that if the created a specific dog park they would be better able to contain dog poop and stuff. He said that he didn't think that it would hurt to have multiple dog parks in the City.

Mr. Bird said that anywhere you go there was the opportunity cost of if you build a dog park you are potentially losing other recreational space. He said that even at Hunter Park other people practice and do programing on those spaces. He said that staff focused on Art Dye because there was a significant demand not just for recreational programing, but also for dog space there. He said that on any large-scale open space area, a dog park should either be adjacent or apart of the development. He said that the benefit of this dog park was that it was going to be a good size, providing dogs with lots of room to run and chase a ball. It would be pretty open for a dog. That was part of what was driving dog owners to Art Dye already.

Mr. Thompson asked if Mr. Bird could show on the map the location of the proposed trail. Mr. Bird said that he didn't have access to his files because he was out of the office right now. A staff member pulled up a map for him. He explained that the intent of the trail was to complete section of existing sidewalk that had gaps with undeveloped dirt. To help meet one of the priorities to provide more park space to folks south of I-15, one of the quick solutions was to leverage the trails' master plan. Eventually, they'd like to have a wide multi-use path on the north side. He said that a cheaper solution was to fill in the gas and then extend the existing trail along 100 East under the freeway. This provides a contiguous, paved path for people on the south side. He said it was not the ultimate solution, but was a step in the right direction. He said that he knew it was a priority of the Council to focus on acquiring land to develop parks on the south side. By doing this, a trail would connect residents to Rotary, Greenwood and Centennial Park.

Council Member Shelton said that when they finished the I-15 project, they added a new chain link fence. He said that he noticed that after the first winter, the fence was demolished. When he went to the City engineer to ask about the fence, he was told that when UDOT plows the road, all of the snow was thrown on the fence. He wondered if that would be a safety concern in the winter time or if it would be better to move the trail to the south side.

Mr. Bird said that the project was specifically for sidewalk on the south side. In the future when they looked at putting a wide trail in on the north side, the issue of how the snow would be plowed was a good consideration.

Following this discussion, Mr. Thompson returned to the funding requests. He explained that the money allocated towards playgrounds was to replace equipment at Hunter and Evergreen Parks. According to Mr. Bird these were regularly scheduled for replacement every two to three years.

Council Member Shelton said that a while back a resident spoke to the Council about the playground equipment at Miller Park. He said that he knew that Rotary Park was more heavily used. He wanted to know what criteria was used to determine which parks were up for playground equipment replacement.

Mr. Bird said that it was based on both how much the park was used and how worn equipment was to warrant replacement. He said that if a park was getting a lot of use that was just falling apart, it would take precedence. He said Hunter Park and Evergreen had fairly heavy usage. While they

might not have the most worn playground equipment, they quickly would be. Staff choose to focus on those parks because they felt that it would be appreciated by the greatest number of people.

Council Member Shelton asked if the City would eventually get to replacing the more worn playgrounds or if money needed to come out of the General Fund to support those projects. Mr. Bird said that on a typical year Parks and Recreation typically asked for one playground from the PARC Tax and one funded by the City through the General Fund. There were roughly 30 playgrounds in the City. By doing two per year a playground would be replaced about every 15 years. That aligned well with the typical warranty period for playgrounds. He said staffed hoped to be able to cycle through each of the playgrounds to keep them fresh.

Council Member Carroll wondered if they would be able to put some sort of permanent indication that these playgrounds were funded by PARC Tax money. Mr. Bird said yes. He said that last year they took one of the panels on the playground unit and stamped the PARC Tax logo onto it. They planned to implement something similar.

Mr. Thompson continued with the next request from Parks and Recreation. It was a recurring request for the Art Dye Park bond. He said the \$350,000 would continue for a number of years.

In the previous year, Derric Rykert, Parks and Recreation Director, had requested money for pool features that would enhance its use with a climbing wall and inflatable obstacle course. Mr. Thompson said that he had seen this in other pools and it seemed like an amenity that was growing in popularity and drew people into facilities. It would not inhibit those who were intent on swimming laps, but a lane would be dedicated to the obstacle course.

Scott Okelberry asked if in regards to the playgrounds about the plan to add pickleball courts if funding allows.

Mr. Bird said that normally they do one playground funding through PARC Tax and one through the General Fund. This year they were doing both through PARC Tax because they were working with the school district to convert some of the tennis courts at the junior high into pickleball courts. There would be shared use between the school and residents. He said that because that was a school district facility, it would not qualify for a PARC Tax. To be able to convert the courts, Parks and Recreation freed up General Fund money that would normally go to a playground. He said that it was an intentional decision by staff to request two playgrounds through the PARC Tax.

Council Member Shelton said that he thought that if there was an inner-local agreement, which he assumed there would be with shared pickle ball courts between the City and school district, that a project would be eligible for PARC Tax money.

Cherylyn Egner, Legal Counsel, said that she would have to double check on that. She said that there had been a change in the project. She said that the simplest way was to not apply for PARC funding for the project.

Mr. Thompson continued with the last recreation and facilities item the last was the Fox Hollow driving range improvements. He said they had heavy use during 2020 because it was one of the best driving ranges around. He said that with the college facility it was getting a lot of attention and use. The equipment used to dispense and pick up balls had served their useful life and were ready to be replaced. It was a beautiful driving range.

Lastly, Mr. Thompson went through the Timpanogos Arts Foundation (TAF) requests. He said that the first item missing from the TAF requests was the adult choir. The committee took that funding request and set it aside because the indication from TAF was that they wanted to have an adult choir, but that many members of the choir were going to go elsewhere. In the meantime, the committee was not going to fund the choir until they could see proof from TAF that they have a choir in existence. If they open a second funding window, Harrington could submit a request on behalf of TAF. He wanted to make sure that it was clear that the TAF choir program request was for the youth choir only. He continued that the PARC Tax committee always tries to look at the self-sufficiency of the group. They try to consider the amount of income each unit brings in relative to the expense to run the program. They reward groups who are more self-sustaining like TAF's instrumental program. On the administrative side, the committee had a lot of questions for how TAF accounted for what they were allocated to the different units. He said the committee had to get additional information from TAF and that was what delayed this submission to the Council. He said that the committee had told TAF that they wanted to see greater self-sufficiency and better utilization of grant funds beyond PARC.

To conclude, Mr. Thompson reminded the Council about the excess of \$103,891. He said the money would go to another application window. He also noted the administrative fee of \$22,905. The regulation allowed them to take 1.5% of the annual fund. The committee thought this would be a good time to produce a printed brochure to inform the public about what had happened with PARC funds over the past six years.

Council Member Barnes said great job. He said that he really appreciated everyone who served on the committee. He felt they made really good use of the money.

Council Member Carroll wanted to thank the committee for wrestling with the questions about how much funding to give TAF and posing questions to them. She appreciated that the committee did their due diligence in that area.

Council Member Shelton offered praise in how the committee had been successful in getting TAF to get funding from other sources and in televising their meetings. He said that it was great to be able to watch the discussion and increase appreciation for the hard work done.

2. Discussion on the Fiscal Year 2022 Capital Projects, RDA Funds, General Fund and Fleet Fund.

Anna Montoya, Finance Manager, said that the presentation was a brief overview of the General Fund, Fleet Fund, Capital Project Fund, and Redevelopment Funds. She noted that the Council would get a more detailed overview of the budget next month. This was a high-level summary of what staff were recommending for the tentative budget.

To begin, Ms. Montoya provided an overview of the budgeting process. Staff began by looking at the City's revenues so that they knew what the City's resources were. Each year, the budget was built from scratch and was framed based on budget requests from departments and the Council's strategic goals. Every year there were more requests than there were revenue or resources to fund. She then provided a graph of the ten-year trend of the General Fund. In FY13, American Fork had ~\$18 million in revenues. The proposed revenue for FY22 was \$27.5 million. This shows that American Fork has grown as a City quite a lot.

Council Member Shelton asked about the gap in the revenues and expenditures for the last fiscal year. He wanted to know if this difference was because staff had cut back on the budget in FY21.

### **Overview of General Fund Revenues:**

Ms. Montoya said that the first factor that impacted the budget was the pandemic. She said that the City cut back on a lot of services at the fitness center, parks, the library, and other community services. Staff were very conservative with the funds they had because they just didn't know what the economy was going to do. In order to be conservative there were not only reductions in programs, but reductions in part-time employees. In addition, the City received CARES act funds which helped boost revenues to cover some of the expenditures. American Fork spent about half of the CARES Act funds in FY21. Some of this money would be carried over into FY22.

Council Member Shelton said that he felt like this highlighted the fiscal study that was done by Jason Burningham that showed that each year they had about a half a percentage more of expenditure than revenues. He assumed that post-COVID they would see a more historical trend line, versus the past year and a half.

Ms. Montoya said that was a fair assessment. She said that staff try to be conservative every year. They don't want to overestimate revenues and enact programing that cannot be covered. She said that she thought that 5.5% growth was conservative.

David Bunker, City Manager, said that one thing that staff had noticed, and that the Council was aware of, was that American Fork's sales tax increase each year had really escalated. As staff looked at the budget, they felt they needed to be very careful to not continue to estimate those increases being double digits as they had been in the past. Staff want to make sure they are not overestimating those revenues.

Council Member Barnes asked if some of the extra money got put into a surplus or rainy-day fund. Ms. Montoya said that the CARES Act portion will be spent as was required by the law. However, money that became excess when programing was pulled back would be rainy-day funds. She continued by showing a big picture of General Fund Revenues. It was noted that taxes were the primary source of revenue, contributing to 64% of the income. Staff estimated the City would receive ~\$10.5 million in sales tax in FY22 and \$4.5 million in property taxes. 28% of revenue were charges for services. This included cost recovery for ambulance revenue and tasks such as development inspections. Staff anticipated a total revenue of \$27.4 million, up from the previous year by \$1.6 million. She said there were a few reasons for that, the first bring the CARES Act. Although they would not get that money in FY22, President Biden had implemented the American Rescue Plan that would provide some money to the City. Staff would come back with a budget amendment when that funding was received. She noted that taxes had gone up quite a bit. In FY21 staff pulled back the tax revenue number a lot because of the pandemic. She said that the Council would see a budget amendment in May to bump up the sales tax revenues to reflect what actually occurred. Other major changes included increase revenue from ambulance transfer.

She went into a little more detail on each of these revenue sources beginning with taxes. She noted that the majority of the increase was in sales tax revenue. In 2020, American Fork's actual sales tax revenue was ~\$10 million. In 2021, because of the pandemic, staff pulled that estimate back. They didn't know what car dealerships would do, or how the economy would perform. Despite



this, there were double digit gains, and the economy did not slow down as expected. Because of this, staff intended to bump estimates and recommended an estimated sales tax revenue of \$10.5 million to reflect actuals.

Ms. Montoya continued to talk about other revenues. Licenses and permits increased 45%. There had been a lot of activity for Public Works in regards to permits and there was a lot of development going on. Charges for services was 8.9%. This was the cost for recovery. Other fees increased 6.4%. This included revenue from public safety contracts with Cedar Hills. She said that there was an escalator built into that contract of 2%. The final miscellaneous increase of \$29,000 would come from GRAMA recover requests and cost recovery for credit card transactions.

Council Member Shelton said that he was excited to see the credit card processing fee. He said that a couple of years ago they looked at this. He thought that the estimate for the amount paid for processing fees then was ~\$80,000. At the time there was concern that laws prohibited the City from charging a convenience fee. He asked if a change had happened in the law and if \$80,000 was still the estimate or if the number had dropped drastically to the \$29,000.

Ms. Montoya said that the amount paid for credit card processing had increased quite a bit. The City paid roughly \$12,000 a month or \$240,000 in processing fees. There had been discussion about how the City charged, as well as some comparison with other cities. She said that there was not a lot of consistency between cities. Some have a flat fee associated with utilities if a resident chooses to pay with a credit card. Other cities charge for a percentage. That was the model staff were proposing and that the Council would learn more about when presented with the fee schedule next month. She said that staff recommended issue a percent charge for development costs. When developers come in to pay a permitting cost, those revenues were quite large. They could be upwards of \$5,000-16,000 each. Because of this, they were proposing a 3% charge to recover some of those costs. She noted that this was a Council decision. They could advocate for charging for utilities.

Mr. Bunker said that one of the reasons staff wanted to be careful about charging credit card processing fees for residents who pay the utility bill was because they not only wanted to make it convenient for residents to pay their bill. Instead, they wanted to charge developers who had an option on how to pay. It was easy for them to bring the City a check. She said that sometimes when developers pay impact fees, they were hundreds of thousands of dollars.

Council Member Shelton asked if the fee study that would be brought to the Council the follow month would break out what the fees were per charge (rec center renewals, utility fees, developer fees, etc.). Ms. Montoya said that she could provide that information. She said that they pay \$12,000 a month. About \$8,000 of that was from utility fees. She said that they didn't want to discourage residents from paying online. Council Member Shelton said he thought it would be helpful to see the fees broken out by type. He said that it was interesting that the expense had grown that much if five or six years.

### **Overview of General Fund Expenditures:**

Ms. Montoya then addressed General Fund expenditures. These were presented based on function and type. She noted that 51% of the General Fund went towards public safety (fire and police). Public Works accounted for 20%: streets, engineering and maintenance. Community Services accounted for 11%: parks, the library and some administrative costs. In regards to type of expense,

the largest portion of the General Fund went to personnel costs such as salaries and wages, accounting for 68% of the General Fund. The next highest use of the General Fund was operations, accounting for 22% of the General Fund budget.

Overall, the total expenditure would be \$27.5 million to match revenues and have a balanced budget. This would be an overall increase of 5.7% from the previous year. The primary increase in expenditure was in the general government category with a 12% increase. This was primarily due to election costs which occur every other year. The County provided American Fork with an estimate of \$83,000 to conduct the primary and general elections. The other increase was for personnel. There was a proposal for a part-time management analyst and adjusted costs for Resolution 2021-01-04.

The next expenditure category was community services. This category increased by \$62,000 or 6.2% across parks, the library, and cemetery.

The increase for police would be \$511,000 or 7.3%. The department put in a request for additional officers, two additional full-time officers, and one additional detective. This would increase the personnel costs by \$366,559 or 6.6%. Operations increased quite a bit due to expansion of the Communities that Care program and increased cost in uniforms, supplies and ammunition. There would also be a capital increase because on needing an additional car.

The fire department requested six new positions. Staff approved five new positions amounting to a 14.35% increase in personnel cost in the amount of \$640,118. This would alleviate the call volume experienced. Operations would increase by 4.0% as a result of the state increasing ambulance assessment charges. In regards to capital increase, the department requested two new ambulances. Staff have proposed to fund one ambulance lease on a six-year term, but to also add a chief battalion vehicle. These costs total \$71,897, or a 18.3% increase.

Mr. Bunker clarified that the additional fire fighters and paramedics and the replacement ambulance lease would help them add one more ambulance to the existing crew for each platoon. That meant that during the night that when the guys were running transports and were not being able to train and get the rest they needed when going from one call to the next, this would help significantly to handle the call volume out of the station. He said that the American Fork station had over 4,000 calls last year. It was the busiest station in Utah County with as many calls as Lehi who has three stations. He said there was a definite need for these additional positions.

Mayor Frost said that he spoke with a paramedic at a soccer game at Art Dye. When the Mayor asked him if he had a quiet night, the paramedic said that it had been pretty crazy and they had to call on Pleasant Grove for mutual aid because all of American Fork's ambulances were out.

Council Member Shelton asked how the increases in personnel would align with increase in population. Was this increasing matching growth in a sustainable way? He said that despite increases in property and sales taxes, if public safety expenses continued to grow, there would be a bigger gap between revenues and expenditure if they did not begin to address revenue issues soon.

Mr. Bunker said that how long this additional crew alleviated pressures on the department was dependent on the increase in calls. He said that the next major task in the fire department would be to build and occupy Station #52. He said that when American Fork did that they would be able

to better utilize existing fire fighters that were located in Cedar Hills. Because of the strategic location of the new station, they would be able to take some of the call volume from the west side of American Fork. He said the new crew would sustain American Fork for several years before they would again need to add an additional crew. Eventually they would have to build another station, Station #53, south of the highway. That would be the buildout model: three stations for the City.

Council Member Shelton said that when you compared call volumes between police and fire, it was quite drastic. He said that if fire was experiencing a significant increase in volume, it was likely that police was, too. He noted that there were a lot more fire employees than police. He wanted to support public safety, but he also felt that they needed to find a way to fund it. He emphasized again that the City had to get its revenues in line with its expenditures.

Ms. Montoya then addressed Public Works expenditures. There would also be an increase for this department. There would be three additional positions: a Public Works Inspector, an Engineer I, and a part-time Administrative Assistant. In addition, there would be compression adjustments and discretionary merit increases for personnel increase of 13.1% or \$366,550. Operations would also increase by \$281,504 (15.6%). The City was investing in building and road maintenance. Because the new inspector would need a vehicle, there would be a capital increase.

In regards to other General Fund expenditures, recreation out increase \$26,173 (3.9%). Although there was the retirement of an employee in this department, that was offset by an increase in programming. There was \$31,688 (28.9%) decrease for the Senior Center. Because of COVID, there had been a reduction in their programming. Funding might increase once the pandemic ends. Transfers decreased quite a bit, \$757,854 (31.7%) due to CARES ACT funding.

## **Fleet Fund Overview**

Ms. Montoya said that as the City increased their personnel, the fleet would increase, especially in the public safety department. She explained that all of the costs were captured in this fund and were charged back to the General or Utility fund depending on who was using the vehicles. She displayed a table of the summary of increases compared to prior years. In FY21 the City approved \$1,387, 585 in new vehicle costs. For FY22 they proposed \$1,794,911. This included:

- 8 police vehicles (\$432,000)
- 1 ambulance (\$285,000)
- 1 fire vehicle (\$49,000)
- 2 building inspection vehicles (\$80,000)
- 3 culinary water vehicles (\$130,000)
- 1 boom truck (\$147,000)
- 4 refurbished vehicles (\$20,000)
- Lease debt service (\$651,911)

Mayor Frost said that he thought the City had done a good job over the years of growing its fleet.

## **General Fund Capital Projects**

Ms. Montoya said that the total request for capital projects was nearly \$37 million. Staff had to whittle that down and figure out what funding services could cover all of these requests. Staff

have proposed to grant public safety with \$8.7 million, a carry-over from the fire building. She said that because the building had not been constructed it would carry over from FY21 to FY22. Community services in the amount of \$4.6 million would address some parks. Pavement management would receive \$2.6 million. Public works would receive \$3.6 million. Bond proceeds would cover the fire station, impact fees the park and public works costs. Grants would be covering a lot of the community services and trail maintenance costs. She then went over the specific projects that were requested based on the type of capital project and what staff recommend. An asterisk (\*) indicates that funding was carried forward from the previous fiscal year.

**Public Works:**

- Pavement Management Plan (\$2,632,403)
- 700 North Connection\* (\$1,923,000)
- ADA Sidewalk Improvements (\$52,000)
- Safe Routes to Schools (\$90,000)
- Traffic Calming (\$32,000)
- Street Light Upgrades (\$100,000)
- HAWK Pedestrian Crossing @ Junior High (\$11,000)
- 400 South Connection to 500 East\* (\$300,000)
- 300 West Pacific Drive Improvements (\$850,000)
- Traffic Signal @ 620 South 600 East\* (\$279,643)

Council Member Shelton asked about the HAWK pedestrian crossing at the Junior High. Scott Sensanbaugher, Public Works Director, said that it was a software and hardware upgrade to bring the existing signal up to date.

**Building Maintenance:**

- Boiler Replacement @ Library and Police/Courts (\$98,000)
- Paint and Carpet @ Administration and Engineering (Not funded)
- Renovation @ Legion Hall (\$20,000)
- Lighting Upgrade @ Library (\$16,000)
- Lighting Upgrade @ Old City Hall (Not funded)
- HVAC Replacements (\$30,000)
- Security Upgrades @ Police/Courts (\$10,000)
- Truck Washout Extension @ Public Works (\$10,000)
- Heater Replacement @ Public Works (Not funded)

Council Member Shelton asked if the security upgrade was the fence that the Council kept hearing about. Ms. Montoya said yes.

Council Member Carroll asked what the plan was to upgrade the Legion Hall. Ms. Montoya said that this was for general renovations in the kitchen, ceiling drop-down, some new carpet and flooring and overall appearance.

Mr. Bunker said that the building needed more than \$20,000 in repairs. He felt that there was a bigger decision to be made about if the City should move the Legion Hall somewhere else. He said this would make the inside nicer. There was a roof leak the previous year. Staff were working

with the insurance company of a neighboring property to do some improvements. These upgrades were in addition to addressing the damage from the roof leak.

**Fitness Center:**

- Paint & Carpet (\$11,000)
- Slide Repair (\$8,000)
- Boiler – replace hot water heater (Not funded)
- Resurface Racquetball Court (\$4,000)
- Pool Deck Resurfacing (\$12,000)
- Men’s Locker Room Flooring (\$15,000)
- Feasibility Study for Fitness Center Expansion (\$20,000)

Council Member Carroll asked how the proposed feasibility study compared to the one conducted recently. Mr. Bunker said that proposed study would go into more depth into how the future population would place a demand on the fitness center. It would help determine the space required to meet anticipated use. He explained that the previous study focused on what happened inside the center (operations, programming, etc.). The proposed study would focus on expansion of the physical space.

Council Member Shelton asked if the Council could review the previous study before giving the go ahead for another study.

**Community Services:**

- Trail Maintenance (\$6,800)
- Parking Lot Maintenance (\$15,000)
- Pickleball Resurfacing (\$5,750)
- Art Dye Park Resurfacing & Striping (\$60,000)
- Playground Replacement (\$100,000)
- Quail Cove Pavers (\$11,000)
- Centennial Swing Set (Not funded)
- Rotary Sidewalk Replacement (\$6,000)
- Art Dye Parking Lot Improvements (\$500,000)
- Art Dye Trail (\$637,000)
- Open Space Land Purchase (\$300,000)
- Cemetery Lot Expansion – placeholder (\$40,000)
- Cemetery Pioneer Grove Road (Not funded)
- Cemetery Wall Repair (\$10,000)
- Fox Hollow Golf Course Operating & Debt Service (\$240,000)

Council Member Taylor asked what the resurfacing at Art Dye entailed. Mr. Bunker said that it would be an HA5 product, or some kind of surface rejuvenation that would go on the existing pavement. He said that the parking stall lines were all worn out.

Council Member Taylor then asked if the City was going to look at the traffic flow of the parking lot and if they were going to continue to allow two-way traffic in the rows between stalls or if they were going to limit the travel of cars to one-way. Mr. Bunker said staff had already looked

carefully at that. The study showed they could not get any additional stalls by limiting the flow to one-way traffic. Mr. Sensanbaugher confirmed what Mr. Bunker said.

Council Member Barnes asked about the parking lot improvements. He wanted to know how the parking lot improvements at Art Dye differed from the resurfacing and striping.

Mr. Bunker said that Public Works had done a great job of clearing and grubbing a huge section of the future parking lot area and put down the ground up asphalt millings. The intention was to continue the parking lot around the entire baseball complex so that vehicles can drive all the way around the complex. He said there was an area on the south side of the Fox Hollow Golf course to adjust the fence line of the course so that the road could extend all the way around. This would increase the total amount of parking.

Council Member Carroll clarified that the \$500,000 would complete the project.

Mr. Bunker said they didn't have an engineer's estimate quite yet, but staff believed so.

Council Member Carroll said that when she joined the Council and saw the three phases of Art Dye she felt like it was a pipe dream. She cannot quite believe that they were finishing the project.

Council Member Shelton asked if the Arty Dye Trail was going to be built on the east or west side of the Lehi Ball Field. He said that he had a huge preference for the trail to go on the west side.

Mr. Sensanbaugher said that had not yet been determined. The goal was to connect to the Murdock Trail.

### **Public Safety**

- Feasibility Study – Police & Courts Building (\$36,000)
- Fire Station 52 & Police Shooting Range\* (\$8,673,688)

### **General Fund Capital Equipment Projects**

Ms. Montoya then summarized the project requests for capital equipment. She said that there were \$9 million in requests. Instead staff recommended funding in the amount of \$334,360.

- Fire: Rescue equipment, forcible entry door simulator, thermal cameras (\$39,000)
- Police: Annual equipment, radio, and dash cam replacements (\$52,000)
- Public Works: Road roller, track hoe lease, chip box (\$113,000)
- Parks: Mowers, snowplow and salter, Art Dye Christmas Décor (\$67,125)
- Fitness Center: Equipment, gymnastic floor, and pool slide replacement (\$30,000)
- Cemetery: Mini-x and backhoe leases, and mower replacement (\$33,235)

Council Member Shelton said he would like to get an update on the Parks and Recreation Department and the amount of work that was outsourced, versus what was done in-house. He wanted to know the age of the contracts and look at if it made sense to rebid them. He also said that as parks spaces continue to grow that the City should move towards outsourcing more of the parks' services.

### **Redevelopment Agencies**

Ms. Montoya said that the last item to address were the redevelopment agencies. She said that the most active project area was the egg farm. Several projects were earmarked for this agency. She said that the City would not be able to fund every project that was recommended in the study. They would not be able to widen 1500 South. However, it was scheduled to complete the widening of 11000 South in FY22 at a cost of \$1,103,313. She anticipated that the storm drainpipe project at a cost of \$540,674 would be carried over to FY24 to complete most of the projects for the Egg Farm RDA.

Council Member Shelton asked what award they could give to Ms. Montoya to get through all of that information in less than an hour.

### 3. Adjourn

Mayor Frost said that he would like to be in person by April 29<sup>th</sup>.

The work session ended at 5:45 p.m.



Terilyn Lurker, City Recorder