

AMERICAN FORK CITY COUNCIL
JUNE 20, 2023
SPECIAL 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
Camden Bird	Assistant City Administrator
Stephanie Finau	Deputy Recorder
Derric Rykert	Community Services Director
Patrick O'Brien	Development Services Director
Anna Montoya	Finance Director
Aaron Brems	Fire Chief
Stuart Fore	Police Lieutenant
Melissa Mellor	Legal Counsel
Susan Goebel-Canning	Public Works Director

Also present: Josh Walker (Chamber), Kristina Wesemann (Chamber), Spencer Stevens (Harrington), Erin Johnson, Casandria Crane (Library), Brian Thompson (PARC), Karen Schaack (PARC), and Tim Holley.

The American Fork City Council met in a special session on Tuesday, June 20, 2023, in the American Fork City Hall, 31 North Church Street, commencing at 7:00 p.m.

ACTION ITEMS

1. Review and action on an ordinance approving the disbursement of 2022-2023 PARC Tax funds.

Mayor Frost asked the council if there was anything they wanted to discuss.

Council Member Taylor suggested the following changes:

- Giving \$14,000 to the Wasatch Music Alliance, which brings them up to \$53,000.
- Remove \$14,000 from the \$85,000 for Fork Fest

Council Member Hunter agreed, but he felt they needed to have someone on staff monitoring the expenditures of the entities/organizations to which Mayor Frost explained the proposed Grant Administrator will assist with that.

Council Member Shelton brought up that he felt that Live AF should have the funding continue through the process contingent upon them having an independent board in complying with all the recommendations of Section 16 of our policy procedures.

There was a discussion on whether Live AF meetings the requirements. City Attorney Melissa Mellor stated that they do meet the legal requirements. Council Member Carroll mentioned her meeting with Ms. Egner, who stated she was very clear about the delineations that she has made and the safeguards that she put in their contract clearly allow them to be given PARC funds. The discussion ensued about Section 16 pertaining to the ethnic's standard. The council felt that all entities needed to comply with Section 16.

Council Member Taylor moved to adopt Ordinance No. 2023-06-24 approving the disbursement of 2022-2023 PARC Tax funds with the following changes: removing \$14,000 taken from Fork Fest and given to Wasatch Music Alliance and along with granting of \$23,600 to LIVE AF that they ensure that they comply with Section 16.

Council Member Carroll seconded the motion.

Council Member Taylor commented that as the motion stands, Section 16 does not require an independent board, but he was fine with ensuring an independent board.

Council Member Taylor amended his motion to include that along with complying with Section 16, all entities must ensure an independent board. Council Member Carroll agreed to the motion. Voting was as follows:

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

2. Review and action on a resolution approving the proposed Certified Tax Rate.

Council Member Carroll moved to approve Resolution No. 2023-06-28R accepting Utah County Auditor's calculated Certified Tax Rate for General Operations and Tort Liability and setting budgeted tax revenue for interest and sinking fund/bond at \$580,388. Council Member Hunter seconded the motion. Voting was as follows:

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

3. Review and action on a resolution approving the fiscal year ending June 30, 2024, city budgets.

Mayor Frost stated that this has been five to six months in the making, with public hearings or analysis for anyone that would like to participate. He expressed appreciation for staff being ready and available to break down the based budget working with department directors. He wanted to make sure everyone understands the process and the undertaking that goes into this.

Council Member Shelton brought up range adjustments and noted that when pay scales adjust, that does not mean an employee’s pay will adjust. He felt that salary adjustments are solely based on merit only, and this does not represent a COLA increase or inflation increase. Mr. Bunker replied that there is not a COLA built in across the board; every adjustment is evaluated and based on merit, but raises are not guaranteed.

Council Member Shelton moved to approve Resolution No. 2023-06-29R adopting the city budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024 with a request that staff go back and change in the budget documentation range adjustments to include merit increase pay. Council Member Barnes seconded the motion.

Council Member Carroll was confused on the wording and how it would affect the budget. Mr. Bunker replied that it is built into the budget numbers, but he disagreed that the words should say that the range adjustment is all on merit as range adjustments are needed so that when positions are advertised, the city can compete in the market for employees. There was a discussion on range adjustments and pay increases.

Mayor Frost asked Mr. Bunker and Ms. Montoya if they feel that the motion and the second is consistent with the ability to get employees and retain good employees or is the verbiage in some way inhibit the ability to do exactly what’s been said and asked their opinion before calling for a vote. Mr. Bunker stated that if the wording is that the “budget contains range adjustment, including merit pay”, then he was fine with that. Mr. Bunker was not okay with the ranges being 100% merit pay, as the budget was built around the ranges. He added that range adjustments are specific to position and are not an across-the-board cost-of-living adjustment.

Discussion ensued among the council and staff about range adjustments vs. COLA, merit-based increase, and structure of the wording to be put in the ordinance and being transparent to the public and how it affects the budget.

Council Member Shelton amended his motion to approve Resolution No. 2023-06-29R adopting the city budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024 with pay range adjustments including merit pay. Council Member Barnes agreed with the amendment. Voting was as follows:

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

4. Review and action on a resolution approving an interlocal agreement with the American Fork City Redevelopment Agency for the Patriot Station Community Reinvestment Project area.

Council Member Carroll moved to adopt Resolution No. 2023-06-30R approving an interlocal agreement with the American Fork City Redevelopment Agency for the Patriot Station Community Reinvestment Project area. Council Member Hunter seconded the motion. Voting was as follows:

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

5. Review and action on a code text amendment of the American Fork Municipal Code Section 17.12.201 (A) of the American Fork City Municipal Code relating to Affected Area.

Council Member Shelton motioned to adopt Ordinance No. 2023-06-25 approving a code text amendment of the American Fork Municipal Code Section 17.12.201 (A) of the American Fork City Municipal Code with instructions to the City Recorder to withhold publication of the ordinance subject to all conditions identified in the public record of the June 7, 2023 Planning Commission meeting. Council Member Taylor seconded the motion. Voting was as follows:

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

6. Adjournment.

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

The meeting adjourned at 7:42 pm.



Stephanie Finau
Deputy Recorder