

AMERICAN FORK CITY COUNCIL
FEBRUARY 19, 2019
WORK SESSION MINUTES

Members Present:

Brad Frost	Mayor
Kevin Barnes	Council Member
Staci Carroll	Council Member
Barbara Christiansen	Council Member
Rob Shelton	Council Member
Clark Taylor	Council Member

Staff Present:

David Bunker	City Administrator
Camden Bird	Admin Analyst
Wendelin Knobloch	Associate Planner
Terilyn Lurker	City Recorder
Aaron Wilson	Engineer
Aaron Brems	Fire Chief
Kyle Maurer	Finance Officer
Tim Merrill	Legal Counsel
Adam Olsen	Senior Planner
Darren Falslev	Police Chief
Scott Sensanbaugher	Public Works Director

Also present: Ryan Dummer, Jim Miller, Josh Walker, and two additional people.

WORK SESSION

The purpose of City Work Sessions is to prepare the City Council for upcoming agenda items on future City Council Meetings. The Work Session is not an action item meeting. No one attending the meeting should rely on any discussion or any perceived consensus as action or authorization. These come only from the City Council Meeting.

The American Fork City Council met in a work session on Tuesday, February 19, 2019, in the City Administration Office Conference Room, located at 51 East Main Street, commencing at 4:00 p.m.

1. Update on the 200 South design.

Mr. Sensanbaugher asked Ryan Dummer to give an update on the status of the road design. Aaron Wilson passed out copies of the updated road design. Mr. Sensanbaugher noted they were 60% done with the design and while they hoped to keep changes to a minimum, they were open to making changes if necessary.

Mr. Dummer explained this was the final layout. They kept the design within the approved right-of-way width, with some slight modifications within the right-of-way. He explained they would start the discussion on the west end of the road. He indicated they had an interim design, meaning they were only building the south half of the full build out because the north portion was not a part of the City's right-of-way. Mr. Sensanbaugher said they spoke with the land owners in the area about the final

configurations, so the homeowners are aware of the plans. The reason they were not constructing the full built-out on the east and the west end was due to cost; it was a phasing plan where improvements would be made but not the full width of the road. They would be building the final configuration in the first phase.

Council Member Shelton asked if they planned on completing the right-of-way across the south side; he was concerned about the impact to the homeowners in this area. It was noted they did not plan to take any property from the land owners on the south side on the east side.

Mr. Dummer said the full build-out of the road would be five lanes, but for now it was two lanes. He said the hatched areas on the north of the plans were a part of the trail project. He explained through the Core area, they kept within the 113' right-of-way but have made a few minor modifications which were made to help keep the traffic slower and pedestrians. There was some angled parking and some parallel parking included within that 113' right-of-way. There was a transition area between the Core portion and the west and the east portions.

Council Member Shelton asked when they would begin Phases 2 and 3 of the projects. Mr. Sensenbaugher explained those phases would begin once development occurred. Their starting times depended upon when the developments began as the developers were required to build a portion of the roads. Council Member Shelton asked if they would take compensation to build the entire road. Mr. Sensenbaugher stated the developers would be required to contribute to the roads because they would impact the traffic.

Council Member Shelton asked if they should create a policy for the developments to contribute to the road construction and Mr. Sensenbaugher thought it would be good. Mr. Wilson stated the TOD code had requirements for developers to contribute to the front of their property. Council Member Carroll agreed the developers needed to contribute equally. Mr. Sensenbaugher noted that all improvements along 200 South will be built according to these standards.

Mr. Dummer continued by discussing the trail, explaining that they would make a connection to the existing trail on Mill Pond Road. He described where the connection would be made and noted the trail would cross the westbound lane. The trail was planned for the center of the road. They proposed a hawk signal to stop traffic so bicycles and pedestrians could cross. At total build out, the hawk signal would move to accommodate the better locations for crossing.

Council Member Shelton asked if 1300 West would be signalized, to which an affirmative answer was given. Council Member Shelton suggested they put the crossing on 1300 West. Mr. Wilson stated they decided not to put the crossing in this location because it was not safe for bicycles. Council Member Shelton was concerned this location would be troublesome. Mr. Sensenbaugher stated that MAG was concerned about having the crossing at an intersection. He said the people on the trail would have their own space, thereby making it safer.

Council Member Shelton asked what the pockets were on the north side of the design, to which Mr. Sensenbaugher responded these were access points for residents. Council

Member Shelton asked if there was any acquisition for the right-of-way for the north. Mr. Sensanbaugher responded in the affirmative.

Mr. Dummer continued by discussing the core section. He noted there would be more pedestrians in this area. They planned on constructing a tunnel for the trail as they approached 700 West because there were also plans for raising that intersection. Council Member Shelton asked how this would affect landowners. Mr. Dummer explained that they needed to research their options, as he was presently unsure of the affects to the residents near the intersection. When asked by Council Member Barnes how large the tunnel was, Mr. Dummer responded that it was 10 feet wide and eight feet tall.

Council Member Shelton asked about the removal of parking from a portion of the project. Mr. Sensanbaugher said they were working with UTA on the details pertaining to the portion in question.

Council Member Shelton asked why they were not doing one lane per direction. Mr. Sensanbaugher stated they felt the core was where most of the development was being completed; they were also making sure the trail was constructed now. Council Member Shelton said it was in the best interest of the City to only do one lane per direction. Mr. Sensanbaugher said they would consider this option.

When asked by Council Member Christiansen how long the tunnel would be, Mr. Sensanbaugher stated the tunnel would be 150 feet long and would be well lit; the approaches would also be about 150 feet.

Mr. Dummer said they had removed about 24 parking stalls affecting UTA. He noted the dashed lines on the plans were easement lines. Council Member Shelton asked if they would include sidewalk in the parking lot. Mr. Dobbins said this was something they would consider with UTA. Mr. Dummer added that the wider sidewalk gave extra space for window shopping or café sitting.

Council Member Carroll asked if the on-street parking was only in a few places near the train station. Mr. Dummer responded in the affirmative.

Mr. Dummer explained where they would transition from five lanes to three lanes. The trail would be on the north side of the road on the east end and they were hoping to make some changes for the trail at the railroad crossing but it would take time to work with the railroad. He explained there would be a roundabout at 300 West, east of the railroad. He noted there would also be a large water main that needed to be installed beneath I-15.

Council Member Carroll asked if the shoulder could accommodate parking in a location near the railroad. Mr. Sensanbaugher responded that it would allow parallel parking.

Council Member Shelton stated that they needed to discuss snow removal on the trails. He asked if the City would be liable for injuries on the trails. Mr. Sensanbaugher responded that the trails would be the City's to maintain. It was noted the trails needed to have the snow removed.

Mr. Sensanbaugher stated that there was an open house scheduled for next Wednesday to discuss these plans. Council Member Shelton asked if the lines drawn on private property would be surprising to any of the residents. Mr. Sensanbaugher responded that staff had reached out to most of the residents, and most of them were aware of the City's intentions. Council Member Carroll suggested they have a key displayed on the plan showing what the cross sections were located.

2. Discussion on a request to rename "1080 North Circle" to "Canyon View Court."
(Requested by Terilyn Lurker, Recorder)

Ms. Lurker explained that staff received a request to change the name of the street by homeowners on 1080 North Circle. The City needed direction from the Council on how to proceed.

Council Member Shelton stated that there were several requests for name changes last year. He suggested they create a better process for notifying people of the name changes. Council Member Christiansen noted they also have to remember there may be renters or business owners affected by some name changes.

Mayor Frost commented that homeowners have made this request as they have a difficult time getting visitors or deliveries made to their homes. Mr. Miller, a homeowner on 1080 North Circle, indicated this was not just about convenience. He stated there were challenges for medical emergencies, mail, deliveries, and visitors which needed to be considered.

Mr. Lurker noted there were several segments throughout the city that were named 1080 North.

The Council agreed to add this item to a future agenda.

3. Discussion on an ordinance amending Section 17.5.134 of the city code regarding accessory apartments and creating a new Section regulating Short Term Rentals in American Fork City. (Requested by Terilyn Lurker, Recorder)

This item was pulled from the agenda.

4. Review of Proposed Fiscal Year 2020 Culinary Water, Secondary Water, and Sewer Budgets. (Requested by Kyle Maurer, Administration)

Mr. Maurer presented on the above-listed budgets, and explained he had included a line item breakdown for the proposed budget.

Culinary Water Overview

Staff was estimating a 4% revenue increase mainly due to new connections. In addition, there was an expected personnel/operating decrease of .5%. He then discussed the major projects for the year and their costs which included unscheduled water line replacements, 36" water line phase 1, utility betterments along Street between 500 East and 1100 East, Upper tank rehabilitation, TOD well right-of-way, meter replacements and fire hydrants, and the CDBG water line replacement Phase 8. He noted the 36" water line phase 1 would qualify for using impact fees.

With the proposed well in the TOD, the cost proposed was just to purchase the land. There was a possibility they could purchase land for the well and the public safety building, but that was something they needed to look at.

Council Member Carroll asked why the need for a 36-inch water line and a well in the TOD. Mr. Sensanbaugher responded both were needed to satisfy the water needs of the City. They have enough water storage for the city but a well would supply the water. They were mostly interested in purchasing the property.

Council Member Shelton asked why they were not building a storage tank on the south side. Mr. Sensanbaugher responded the City already had enough storage and the 36-inch pipe would cover the area.

Council Member Shelton asked how the \$6.7 million for the construction of the projects was obtained. Mr. Maurer explained that the funds were collected through impact fees and culinary water fund balance.

Council Member Barnes asked if the CDBG was approved. Mr. Wilson stated that staff was in the process of submitting the application and would have an answer within a few months. If the city did not receive the grant, the money allocated would go toward one of the other projects.

Secondary Water Overview

Mr. Maurer explained that they were expecting more connections with the secondary water which would create a 3% increase. He noted there was about an 11% increase in personnel/operating increase due to a change to how personnel were accounted for as well as increases to insurance and operational increases. There were a couple of requests that were not funded, one of which was water meters at the City's facilities and a lower filter station. Mr. Maurer stated the amount to be subsidized by culinary water was about \$967,000.

Sewer Overview

Mr. Maurer explained that they expected a revenue increase due to more use and consumption. They also expected small increases for operating and personnel expenses. The major capital projects were sewer lining and bursting, upsizing 450 West, sewer replacement in conjunction with the 36-inch water line replacement project, and a new vehicle. The upsizing of 450 West was partially eligible for impact fees.

Council Member Shelton asked how the costs were estimated. Mr. Maurer explained that the projects and costs were determined by trend analysis. Council Member Carroll asked if this included charges for services. Mr. Maurer responded this was strictly the sewer charges to the residents. Council Member Shelton asked if there were any TSSD budget increases. Mr. Bunker stated they would not know until late this year. Mr. Maurer explained the capital significantly increased due to 450 West and sewer lining.

Culinary Water Impact Fee Budget

Mr. Maurer explained that they anticipated a small increase in impact fees. However, the portion of the 36-inch water line project that is impact fee eligible leads to a deficit.

Secondary Water Impact Fee Budget

He noted the secondary water impact budget was also in a deficit.

Sewer Impact Fee Budget

Mr. Maurer noted they expected an increase in impact fees and they would use this fund for a portion of the 450 West project. This would contribute to the fund balance after fiscal year 2020.

Fund Balance – Water, Sewer

Mr. Maurer stated fund balance was now calculated differently. They look at current assets minus current liabilities to come up with what was available to spend. They also have to take into account any adjustments for the budget year. In FY2019, they had to use some fund balance for projects. Mr. Maurer stated the fund balance available now was approximately \$5.1 million. He noted they did want to keep some money set aside, and if they took the target funds out they would have about \$3.6 million.

Mr. Maurer stated they had about \$4.9 million in the sewer fund balance, but if they put some aside for the target fund balance they would have approximately \$3.9 million.

Ending Fund Balances

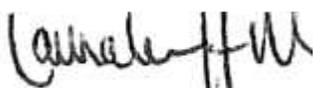
Mr. Maurer stated this takes into account what they have available from fiscal year 2019 and what they were expecting to use in fiscal year 2020. The water fund has about \$5 million available, which includes water, secondary and the negative secondary impact fee. The sewer fund will have about \$4.1 million. The culinary water impact fee will be negative after the 36-inch water line project and the sewer impact balance would be about \$1.6 million.

Council Member Shelton noted the funds from the State for the spring line project helped them significantly. He asked how they went from negative to positive fund balance. Mr. Maurer said staff did not realize they would receive funds from the State, therefore the first number did not include the \$2 million. The other contributing factor was the culinary water impact was in a positive balance. The secondary impact fees has slowly been reducing their negative.

Council Member Shelton asked if \$800,000 for the second filter station was built into the IFFP budget. Mr. Bunker stated that he did not think it was included as it was an operating and maintenance issue. Mayor Frost asked if they had received complaints about clogs in the sprinkler systems. Mr. Sensanbaugher explained that staff always received complaints, and they were doing their best to stay proactive.

5. Adjournment

The work session adjourned at 5:40 p.m.



Lauralee Hill, Deputy Recorder