

Lindon City Council Staff Report



Prepared by Lindon City
Administration

May 1, 2023

Notice of Meeting of the Lindon City Council



The Lindon City Council will hold a meeting at **5:15 pm on Monday, May 1, 2023** in the Lindon City Center Council Chambers, 100 North State Street, Lindon, Utah. Meetings are typically broadcast live at www.youtube.com/user/LindonCity. The agenda will consist of the following:

Scan or click here for link to download agenda & staff report materials:



REGULAR SESSION – 5:15 P.M. - Conducting: Carolyn Lundberg, Mayor
Invocation: Randi Powell
Pledge of Allegiance: By invitation

(Review times are estimates only)

- 1. Call to Order / Roll Call** *(2 minutes)*
- 2. Presentations and Announcements** *(20 minutes)*
 - a) Presentation: Oath of Office for Deputy Recorder will be given to Britni Laidler.
 - b) Comments / Announcements from Mayor and Council members.
- 3. Open Session for Public Comment** *(For items not listed on the agenda)* *(10 minutes)*
- 4. Council Reports** *(20 minutes)*
- 5. Administrator's Report** *(5 minutes)*
- 6. Approval of Minutes** — The minutes of the regular City Council meeting of April 17, 2023 meeting minutes will be reviewed. *(5 minutes)*
- 7. Consent Agenda** — *(Items do not require public comment or discussion and can all be approved by a single motion. The following consent agenda item was presented for approval.* *(5 minutes)*
 - a) Resolution #2023-9-R; Surplus Equipment Disposal
- 8. Review & Action — 2023-24 PARC Tax Mini Grant awards.** The Council will review and consider applications received for the PARC Tax mini-grants for the 2023-24 funding cycle. *(15 minutes)*
- 9. Closed Executive Session** — The City Council will enter into a closed executive session to discuss the potential purchase or sale of real property and to discuss pending or reasonably imminent litigation per Utah State Code 52-4-205. This session is closed to the public. *(35 minutes)*

Adjourn

All or a portion of this meeting may be held electronically to allow a council member to participate by video conference or teleconference. Staff Reports and application materials for the agenda items above are available for review at the Lindon City Offices, located at 100 N. State Street, Lindon, UT. For specific questions on agenda items our staff may be contacted directly at (801)785-5043. City Codes and ordinances are available on the City web site found at www.lindoncity.org. The City of Lindon, in compliance with the Americans with Disabilities Act, provides accommodations and auxiliary communicative aids and services for all those citizens in need of assistance. Persons requesting these accommodations for city-sponsored public meetings, services programs or events should call Kathryn Moosman, City Recorder at 801-300-8437, giving at least 24 hours-notice.

CERTIFICATE OF POSTING:

I certify that the above notice and agenda was posted in six public places within the Lindon City limits and on the State (<http://pmn.utah.gov>) and City (www.lindoncity.org) websites.

Posted by: /s/ Kathryn Moosman, City Recorder

Date: April 27, 2023; Time: 5:00 p.m.; Place: Lindon City Center, Lindon Police Dept., Lindon Community Development, Lindon Public Works, Lindon Community Center, Lindon Justice Court

Meetings are typically broadcast live at www.youtube.com/user/LindonCity

REGULAR SESSION – 5:15 P.M. - Conducting: Carolyn Lundberg, Mayor

Invocation: Randi Powell

Pledge: By invitation

Item 1 – Call to Order / Roll Call

April 17, 2023 Lindon City Council meeting.

Carolyn Lundberg
Jake Hoyt
Van Broderick
Mike Vanchiere
Randi Powell
Daril Magleby

Item 2 – Presentations and Announcements

- a) Presentation: Oath of Office for Deputy Recorder will be given to Britni Laidler.
- b) Comments / Announcements from Mayor and Council members.

Item 3 – Open Session for Public Comment *(For items not on the agenda - 10 minutes)*

Item 4 - COUNCIL REPORTS:*(10 minutes)*

- A) MAG/MPO, COG, UIA, Utah Lake Commission, ULCT, Youth Council, Public Relations (media) – Carolyn Lundberg
- B) Public Works/Eng., Irrigation Co. Representative, Cemetery, Facilities/Building, Planning Commission - Van Broderick
- C) Emergency Management/CERT, Youth Council Lead Advisor, Senior Center, Education Grants - Randi Powell
- D) Lindon Days, Tree Advisory Board, UV Chamber, Historical Commission, 2024 Centennial Celebration - Daril Magleby
- E) Planning/Zoning, Gen. Plan, Economic Dev. PG/Lindon Chamber of Commerce, Transfer Station Board - Mike Vanchiere
- F) Parks, Trails, and Recreation, Police/Fire/EMS, Utah League of Cities & Towns Alternate - Jake Hoyt

Item 5 - ADMINISTRATOR'S REPORT*(10 minutes)***Misc. Updates:**

- Next regular council meetings: May 15th & June 5th
- June 2023 newsletter assignment (due last week of May): Van Broderick
- Secondary Water updates
- Engineering Coordination meeting at Public Works, May 9th @ noon.
- Police Department Annual Recognition dinner; Community Center, May 17th @ 6pm
- Elections: Candidate filing period = June 1st through June 7th
- Centennial painting unveiling date updated to Monday, March 25, 2024 @ Community Center
- Misc. Items.

Item 6 – Approval of Minutes

- Review and approval of City Council minutes: **April 17, 2023 Regular City Council Minutes will be reviewed.**

2 The Lindon City Council regularly scheduled meeting on **Monday, April 17, 2023, at**
3 **5:15 pm** in the Lindon City Center, City Council Chambers, 100 North State Street,
4 Lindon, Utah.

6 **REGULAR SESSION – 5:15 P.M.**

8 Conducting: Carolyn Lundberg, Mayor
9 Invocation: Carolyn Lundberg
10 Pledge of Allegiance: Daril Magleby

12 **PRESENT**

EXCUSED

13 Carolyn Lundberg, Mayor
14 Van Broderick, Councilmember
15 Jake Hoyt, Councilmember
16 Randi Powell, Councilmember
17 Mike Vanchiere, Councilmember
18 Daril Magleby, Councilmember
19 Adam Cowie, City Administrator
20 Brian Haws, City Attorney
21 Mary Barnes, Associate Planner
22 Kathy Moosman, City Recorder

24 1. **Call to Order/Roll Call** – The meeting was called to order at 5:15 p.m.

26 2. **Presentations and Announcements:**

28 a) Employee Recognition Awards: Britni Laidler, Justice Court Clerk; Public Works
29 Department & Parks Department primary snowplow operators during 2022-23
30 winter season (Heath Peters, Matt Neer, Matt Allinson, Matt Winward, Ethan
31 Boren, Kipp Calder, Wade Webb, Jake Woodcox) were recognized by their peers
32 for the quarterly employee recognition awards. Adam Cowie, City Administrator,
33 read some of the nice comments submitted by employees nominating these good
34 employees. The Mayor and Council thanked the employees for their good efforts
35 in their prospective positions and exemplary works for the city.

36 b) Comments / Announcements from Mayor and Council members: Councilmember
37 Magleby invited resident, Lincoln Jacobs to address the council at this time. Mr.
38 Jacobs announced that he is engaged and is planning a summer wedding.

40 3. **Open Session for Public Comment** – Mayor Lundberg called for any public
41 comments.

42
43 Mr. Ross Wright addressed the council at this time regarding water and secondary
44 water. Mr. Wright noted he moved to Lindon in 1986 and there have been a lot of
changes since that time. He lives on 115 North 630 East. He stated he had a ½ share of

2 north union irrigation water. The water was in the canal and when he irrigated there was
 4 a secondary ditch and there were 5 residents on that ditch. The Jr. high wasn't there at
 6 that time, and there were a lot of trees. He pointed out that he cleaned the ditch before it
 8 was piped; in 1945 or 1950 they put concrete in the canal and there was a lot of
 10 deterioration due to cracks in the canal. During that time the water would leak out of the
 canal and would leak in his basement. He stated he would come to the city as he felt that
 was the city's issue as they are a shareholder, but the city said it wasn't their problem
 stating it was the hardpan water that was causing the problem. So, he put in a separate
 drain and a pump to put the water back into the canal.

12 Mr. Wright stated now this brings us to the pressurized water system which he
 14 fully supports. He surrendered his water shares and the city was a beneficiary that was
 16 put in in 1973. The promise at that time was that it would be \$10 a month with no
 restrictions on how much water they could use. What he has a problem with is if someone
 doesn't have shares to give that there would be water for someone who doesn't have
 water.

18 Mr. Wright went on to say that 5 years ago the canal was piped and was right by
 20 his property. The city now has a surplus of water with the drought being completely
 22 changed because of snowpack (which is a blessing) so we need to be good stewards of
 the water. Water meters going in now and he understands there will not be a charge this
 year, but it will determine how much water is used by each user. What he wants is for it
 to be fair from when the secondary water system went in. He wants to be treated fair
 based on promises made when the system went in.

24 Councilmember Powell commented that she appreciates the concerns stating there
 26 are state mandates in place and things have changed a lot since 1973. Mayor Lundberg
 added the city wants this to be fair to everyone. She pointed out that this is data driven
 and they hope to collect more information to determine what is best for the different lot
 28 sizes. Mayor Lundberg thanked Mr. Wright for his good comments. She then called for
 any other public comments.

30 Mr. Richard Moss addressed the council at this time. Mr. Moss expressed his
 32 thanks to Juan Garrido, Public Works Director for coming to his community to talk about
 flooding. He also appreciates the recent comments about secondary water meters. He
 34 feels people dictating our future and the city doesn't have any contributor to this problem
 that is being mandated. He would request that as a contributor that the city can be a
 contributor to the problem also. He asked if there are any other options and what the best
 36 direction is to go to identify plants that are appropriate or landscaping material to reduce
 water use.

38 Mayor Lundberg said we have a lot of information from the Utah Water
 40 Conservancy District with new recommendations that we are reviewing to get
 information out to residents.

42 Mayor Lundberg called for any further public comments. Hearing none she
 moved on to the next agenda item.

44 **4. COUNCIL REPORTS:**

2 **Councilmember Hoyt** – Councilmember Hoyt reported the police department has been
 4 doing training including mental health, firearms and active shooter drills. He also
 6 reported May 15th is national police week. There will be an invite to the dinner for the
 council and to watch for it. He also gave kudos to the Parks and Recreation Department
 that has been so busy with programs. He then read all the summer camps and great
 programs offered by Parks & Rec this summer.

8
 10 **Councilmember Vanchiere** – Councilmember Vanchiere expressed his appreciation to
 public works for all the snow removal this hard winter. He noted he had some citizens
 reach out about road improvements and asked what the status is on several roads. Mr.
 12 Garrido gave an update stating it will be the following year. Councilmember Vanchiere
 also mentioned the storage units to the north of the former Fezzari Bike building seems to
 14 be going up at a quick pace and should be nice when completed. He reported the Transfer
 station budget is all worked out and things are going well there.

16
 18 **Councilmember Magleby** – Councilmember Magleby expressed his appreciation to
 Parks and Recreation for their work with Lindon Days and the Centennial Celebration
 noting we are in good shape for Lindon Days. He noted we are still waiting to hear back
 20 on the Grand Marshall. This is the first year to print the booklet ourselves noting we have
 had some good quotes. Centennial celebration discussions are ongoing and it is
 22 confirmed that March 5th will be the Dowdle puzzle grand event. There will be one event
 per month throughout the year. He also spoke on the upcoming Arbor Day Celebration
 24 which will be held at 5:30 on April 28th. Heath Bateman is working on a tracking system
 on the tree planting.

26
 28 **Councilmember Powell** – Councilmember Powell mentioned she will not be able to
 attend the league meetings this year. She also reported on Emergency management and
 CERT Training emails from Kelly Johnson. She also stated with the help of community
 30 members they have 6,000 filled sandbags and they also have 4,800 empty bags on hand
 too. Kelly Johnson tracks the volunteers that has a dollar amount attached to that.
 32 Councilmember Powell asked Mr. Garrido to fill us in on any potential flooding issues to
 watch for. Mr. Garrido gave an update stating employees ride the bench daily and
 34 monitor the basins. He stated he also visited basins in PG with the Pleasant Grove Public
 Works Director, Neal Winterton. They are being vigilant and they are expecting a cool
 36 spring that will help with the flooding. Councilmember Powell also reported on the
 Youth Council noting they have been interviewing prospective new candidates with good
 38 knowledge coming forward. The group went to the senior center and did the “Price is
 Right” with the seniors which was very fun. She also attended along with the mayor the
 40 Easter Brunch on March 31st where they were entertained by “Mixed Nuts”.

42 **Councilmember Broderick** – Councilmember Broderick expressed his appreciation on
 the dumpsters for the spring cleanup noting residents love this program. Mr. Cowie
 44 stated the dumpsters are checked daily and should be dumped daily. Councilmember
 Broderick reported they have the Provo River Water Users meeting coming up on April

2 27th at 10 am and he won't be able to attend. Councilmember Vanchiere stated he will
attend in his stead. Councilmember Broderick reported he also attended the Hollow
4 Water Irrigation Co. meeting noting Mr. Garrido does a great job heading up those
meetings. He also reported he will be attending the upcoming league meetings in St.
6 George.

8 **Mayor Lundberg** – Mayor Lundberg reported thanked the council and community on
the good efforts with sandbagging etc. She also reported they had a social meeting with
10 the Planning Commission where they discussed legislative policies including bills that
chip away at local control and taxing. We are trying to react to these bills and staff is
12 working hard to clean things up a bit. Mr. Haws stated he is preparing a legislative
update that he will bring back to the council.

14 **Administrator's Report:** Mr. Cowie reported on the following items.

16 **Misc. Updates:**

- 18 • Next regular council meetings: May 1st & May 15th
- May 2023 newsletter assignment (due last week of April): Heath Bateman
- 20 • Flooding / sandbagging updates
- FYI: City of Orem Fire Dept will be performing annual business inspections for
22 fire prevention (annual inspection fees = \$130 to \$350 depending on business size
and type; collected by Orem City through Gold Cross)
- 24 • [ULCT spring conference](#) in St George: April 19th-21st. Reserve hotel asap if
planning to attend.
- 26 • April 15 – 24 – Annual Spring Clean-up; Locations on website
- Misc. Items.

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30 4. **Approval of Minutes** – The minutes of the regular City Council meeting of
March 20, 2023 and the Budget Kick Off minutes from February 23, 2023 will be
reviewed.

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34 COUNCILMEMBER POWELL TO APPROVE THE MINUTES OF THE
REGULAR CITY COUNCIL MEETING OF MARCH 20, 2023 AND THE BUDGET
KICK OFF MINUTES FROM FEBRUARY 23, 2023 AS PRESENTED.

36 COUNCILMEMBER VANCHIERE SECONDED THE MOTION. THE VOTE WAS
RECORDED AS FOLLOWS:

38 COUNCILMEMBER HOYT	AYE
COUNCILMEMBER BRODERICK	AYE
40 COUNCILMEMBER POWELL	AYE
COUNCILMEMBER VANCHIERE	AYE
42 COUNCILMEMBER MAGLEBY	AYE

THE MOTION CARRIED UNANIMOUSLY.

44 6. **Consent Agenda Items** – The following Consent Agenda items were presented

2 for approval.

- 4 a) Interlocal Agreement with Utah County for continued participation in the Everbridge mass notification service.
- 6 b) Proclamation declaring April 28, 2023 as Arbor Day in Lindon City.
- 8 c) Provo River Water Users Association License Agreement (for park benches along Murdock Canal Trail)

10 COUNCILMEMBER BRODERICK MOVED TO APPROVE ALL ITEMS OF THE CONSENT AGENDA AS PRESENTED. COUNCILMEMBER MAGELBY SECONDED THE MOTION. THE VOTE WAS RECORDED AS FOLLOWS:

12 COUNCILMEMBER HOYT AYE
 14 COUNCILMEMBER BRODERICK AYE
 COUNCILMEMBER POWELL AYE
 16 COUNCILMEMBER VANCHIERE AYE
 COUNCILMEMBER MAGLEBY AYE
 18 THE MOTION CARRIED UNANIMOUSLY.

20 **CURRENT BUSINESS**

22 **7. Review & Action — Lindon Elementary PTA PARC Tax Mini-Grant Revision.** The Council will review and consider a PARC Tax Mini-Grant Revision for Lindon Elementary PTA.

26 Heath Bateman, Parks & Recreation Director led this agenda item by stating one of the first groups to be awarded was the Lindon Elementary PTA and they are great supporters of the PARC Tax. The 2022 PARC grant was awarded to the Lindon PTA for \$8,000 to purchase Chromebooks to support the digital arts program at Lindon Elementary. The school district has made some policy changes which has changed the need for this purchase.

32 Mr. Bateman noted the PTA would like to propose an addendum to the previous request for the following uses of grant money due to the current potential school closure. If Lindon Elementary combines with Rocky Mountain Elementary we can assess the needs there and present an additional addendum after consulting with Rocky Mountain Elementary’s art teacher. He also explained the requests and costs as follows:

- 38 • Current Needs: (\$2,398.84)
- If Lindon Elementary remains open: (\$5,559.76)

40 Following some general discussion, Mayor Lundberg called for any further discussion or comments from the Council. Hearing none she called for a motion.

42 COUNCILMEMBER MAGELBY MOVED TO APPROVE THE LINDON ELEMENTARY PTA PARC TAX MINI-GRANT AS PRESENTED.
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2 COUNCILMEMBER HOYT SECONDED THE MOTION. THE VOTE WAS
RECORDED AS FOLLOWS:

- 4 COUNCILMEMBER HOYT AYE
- COUNCILMEMBER BRODERICK AYE
- 6 COUNCILMEMBER POWELL AYE
- COUNCILMEMBER VANCHIERE AYE
- 8 COUNCILMEMBER MAGLEBY AYE

THE MOTION CARRIED UNANIMOUSLY.

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8. Review & Action — Bid Award, Cemetery Building. The Council will review and consider approval of a bid award for the cemetery building to the low bidder, Bailey Builders.

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Mr. Cowie presented this item stating there were several bids submitted (10) with Bailey Builders submitting the lowest bid. He then presented a slide showing where the building will be located. He noted the utilities will be stubbed in from the cul-de-sac from the back with an easement agreement with Alan Colledge for the easement. Mr. Cowie also showed the elevations and explained some of the changes to reduce the costs on the building.

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Mr. Garrido stated their goal was to build the building and then to complete the cemetery extension. Mr. Cowie stated the purpose of the building is to offer restrooms to cemetery patrons and also for storage and an office for the cemetery sexton.

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Following some general discussion, Mayor Lundberg called for any further discussion or comments from the Council. Hearing none she called for a motion.

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COUNCILMEMBER POWELL MOVED TO APPROVE THE BID AWARD FOR THE CEMETERY BUILDING TO THE LOW BIDDER, BAILEY BUILDERS AS PRESENTED. COUNCILMEMBER VANCHIERE SECONDED THE MOTION. THE VOTE WAS RECORDED AS FOLLOWS:

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- COUNCILMEMBER HOYT AYE
- 32 COUNCILMEMBER BRODERICK AYE
- COUNCILMEMBER POWELL AYE
- 34 COUNCILMEMBER VANCHIERE AYE
- COUNCILMEMBER MAGLEBY AYE

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THE MOTION CARRIED UNANIMOUSLY.

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9. Review & Action — Bid award for Lindon City General Concrete Services. The Council will review and consider approval of a bid award for the Lindon City general concrete services contract to RC Enterprise LLC.

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Mr. Cowie led this agenda item stating this contract would allow us to work directly with one contractor who would handle removing and replacing curb and gutter, sidewalk, drive approaches, and waterways. Similar to other contracts, the contract term is for this year with an option to extend up to an additional two years. He noted the

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2 quantities in the bid tabulation are only estimates based on averages from the past few
years, and we aren't obligated to stick to those quantities.

4 The lowest responsive bidder was RC Enterprise LLC, based out of Springville.
He noted they did have another bidder who was lower, but they have not done any
6 projects similar to the scope of what we are looking for, so for this reason, we have
selected RC Enterprise LLC. Mr. Garrido pointed out we are getting a better price and
8 we will also get ahead on road projects.

Mayor Lundberg called for any further discussion or comments from the Council.
10 Hearing none she called for a motion.

12 COUNCILMEMBER HOYT MOVED TO AWARD THE BID AWARD FOR
LINDON CITY GENERAL CONCRETE TO RC ENTERPRISE LLC AS
14 PRESENTED. COUNCILMEMBER BRODERICK SECONDED THE MOTION. THE
VOTE WAS RECORDED AS FOLLOWS:

- 16 COUNCILMEMBER BRODERICK AYE
- COUNCILMEMBER HOYT AYE
- 18 COUNCILMEMBER POWELL AYE
- COUNCILMEMBER VANCHIERE AYE
- 20 COUNCILMEMBER MAGLEBY AYE

THE MOTION CARRIED UNANIMOUSLY.

22
24 **10. Review & Action — Central Utah Water Conservancy District
Memorandum of Understanding for Provo River Aqueduct connection.**

The Council will review and consider a proposed memorandum of
26 understanding with the Central Utah Water Conservancy District regarding
the proposed city connection to the Provo River Aqueduct (PRA) and funding
28 being provided by CUWCD to support this project with a \$400,000
contribution.

30 Mr. Cowie also led this agenda item by explaining the city is committed to water
32 conservation and improving the reliability of the secondary system and is constructing
and installing a new connection to the Provo River Aqueduct (PRA) to facilitate the
34 change from a canal system to a piped system which will reduce substantial water loss.

He noted the improvements in water distribution and water conveyance
36 efficiencies that will be achieved through the implementation of this project. The Project
will provide a new connection to the PRA and allow for both Lindon City and Pleasant
38 Grove Irrigation Company to remove their water from the Provo Bench and North Union
Canals which will result in a savings of four (4.0) CFS due to reducing seepage and
40 evaporation loss in those canals.

Mr. Cowie then presented a map showing where the PRA runs, and the path of the
42 current North Union Canal and stated that eventually the city may be able to run solely
off the PRA. Mr. Cowie reminded the council the goal for the project is to reduce loss,
44 improve reliability and minimize the cost to Lindon City irrigation users. In conjunction
with this project Lindon City is also installing secondary meters which will further reduce

2 demands on their system. He noted the project work will be conducted during the period
of June, 2023, to June 30, 2024.

4 Juan Garrido explained the process noting it could be that we move solely to PRA
in the next few years noting the benefit of that to the city would be to have more control
6 of being able to shut down the water for repairs and quicker access to things.

8 Mr. Cowie stated the District is interested in encouraging and promoting more
efficient means of water conveyance in Utah County and they will provide grant funds
for the Project and improve water efficiency and reducing system losses.

10 Mr. Cowie stated they agree to provide funding assistance in the form of a grant,
in an amount not to exceed \$400,000.00, to Lindon City for the Project entitled “400 N
12 Lindon Turnout from PRA and Pipe to Canal Project”. He noted the funding is capped at
a maximum of 50% of total estimated costs of the Project and is calculated based on costs
14 outlined in “Attachment A, Cost Estimate/Proposal”.

16 Mr. Cowie pointed out the District agrees to pay the funds on a quarterly basis, as
they are invoiced by Lindon City and approved by the District in an amount with the
actual and verified costs invoiced by Lindon City. The memorandum states that Lindon
18 will provide monthly data on secondary water consumption information to all water users
and information from the PRA and canal systems.

20 The information provided from the city will include either the percent or volume
of normal irrigation for the billing or information period, or the percentage or volume
22 remaining of the users contracted for amount. It also states that visual elements such as
easily identifiable graphs of use should also be present to help convey water use
24 information. The City will also prepare and annual report to the District to assist the them
in detailing the savings related to secondary metering.

26 Mr. Cowie reminded the council of the waterwise agreement the city is following
with the CUWD. The Mayor asked about the discussion that had happened previously in
28 regards to softening the wording on that agreement. Mr. Cowie stated they will address
the issue.

30 Mayor Lundberg called for any further discussion or comments from the Council.
Hearing none she called for a motion.

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34 COUNCILMEMBER BRODERICK MOVED TO APPROVE THE
MEMORANDUM OF UNDERSTANDING WITH THE CENTRAL UTAH WATER
CONSERVANCY DISTRICT REGARDING THE PROPOSED CITY CONNECTION
36 TO THE PROVO RIVER AQUEDUCT (PRA) AND FUNDING BEING PROVIDED
BY CUWCD TO SUPPORT THIS PROJECT WITH A \$400,000 CONTRIBUTION AS
38 PRESENTED. COUNCILMEMBER POWELL SECONDED THE MOTION. THE
VOTE WAS RECORDED AS FOLLOWS:

40 COUNCILMEMBER BRODERICK AYE
COUNCILMEMBER HOYT AYE
42 COUNCILMEMBER POWELL AYE
COUNCILMEMBER VANCHIERE AYE
44 COUNCILMEMBER MAGLEBY AYE
THE MOTION CARRIED UNANIMOUSLY.

2 **11. Public Hearing — Ordinance #2023-4-O; Zone Change from Regional**
 4 **Commercial to Planned Commercial-1.** The Council will review and
 6 consider a request by Dave Smith of Smith 5, LLC for approval of Ordinance
 8 #2023-4-O adopting a zone change from Regional Commercial (RC) to
 Planned Commercial-1 (PC-1) at 455 S. Lindon Park Drive. The Planning
 Commission recommended approval of the zone change.

10 COUNCILMEMBER HOYT MOVED TO OPEN THE PUBLIC HEARING.
 12 COUNCILMEMBER POWELL SECONDED THE MOTION. ALL PRESENT VOTED
 IN FAVOR. THE MOTION CARRIED.

14 Mary Barnes, Associate Planner presented this item. She stated the applicant,
 16 Doug Smith is in attendance for this discussion. She stated on June 2021, the planning
 18 commission held a public hearing to change the zoning of the subject property from PC-1
 to Mixed Commercial. The applicants at that time were proposing office warehouse
 buildings for the entire 9.6 acres. The planning commission worked with the applicants
 and agreed to recommend an amendment to the zoning of the property to Regional
 Commercial which had a higher design standard than the Mixed Commercial zone.

20 Ms. Barnes further explained the City Council approved the zone change on July
 22 19, 2021. After the zone change, Doug Smith Kia purchased the front 6.8 acres. Recently,
 24 Doug Smith Kia received site plan approval from the planning commission to locate a
 new Kia dealership on the property. In finalizing the plans, Doug Smith is concerned with
 the amount of landscaping that is required in the Regional Commercial zone. The RC
 zone requires 25% of the site to be landscaped.

26 Ms. Barnes stated Doug Smith Kia went before the planning commission for a
 28 recommendation to the city council to rezone the property back to the original Planned
 Commercial 1 (PC-1) zoning. The PC-1 zone requires 20% of the site to be landscaped.
 30 The 5% landscaping difference equals .35 of an acre or 15,246 square feet. The reduction
 in landscaping will preserve additional area for the vehicle inventory and display.
 32 Perimeter landscaping will remain and will be increased from what is presently on the
 site. She pointed out that the main areas that will see a reduction in landscaping is in the
 parking lot and next to the building.

34 Ms. Barnes indicated the current general plan designation is commercial which
 36 aligns with the proposed PC-1 zoning. The general plan recommends that commercial
 uses should be highly accessible, and developed compatibly with the uses and character
 of surrounding districts. City staff believes that the zone change request is appropriate
 38 for the area.

40 Ms. Barnes stated the Murdoch Hyundai and Lexus dealerships are both zoned
 42 PC-1. The zone change is consistent with the general plan in that the dealership will be
 developed to be compatible with surrounding uses and districts. Where the city has
 previously approved this dealership to locate on the site it is important to help them
 provide the needed display and inventory areas to be successful.

44 Ms. Barnes then presented the Surrounding Area Zoning Map and the Ordinance
 amending the zoning followed by discussion.

2 Following some additional discussion, the council agreed this makes a lot of sense
and were in agreement to approve the ordinance as presented by staff.

4 Mayor Lundberg called for any public comments. Hearing none she called for
motion to close the public hearing.

6 COUNCILMEMBER HOYT MOVED TO CLOSE THE PUBLIC HEARING.
8 COUNCILMEMBER MAGLEBY SECONDED THE MOTION. ALL PRESENT
VOTED IN FAVOR. THE MOTION CARRIED.

10 Mayor Lundberg called for any further discussion or comments from the Council.
12 Hearing none she called for a motion.

14 COUNCILMEMBER HOYT MOVED TO APPROVE ORDINANCE #2023-4-O
ADOPTING THE ZONE CHANGE FROM REGIONAL COMMERCIAL TO
16 PLANNED COMMERCIAL-1 AT 455 SOUTH LINDON PARK DRIVE AS
PRESENTED. COUNCILMEMBER MAGLEBY SECONDED THE MOTION. THE
18 VOTE WAS RECORDED AS FOLLOWS:

- 20 COUNCILMEMBER BRODERICK AYE
- 20 COUNCILMEMBER HOYT AYE
- 22 COUNCILMEMBER POWELL AYE
- 22 COUNCILMEMBER VANCHIERE AYE
- 24 COUNCILMEMBER MAGLEBY AYE

24 THE MOTION CARRIED UNANIMOUSLY.

26 **12. Discussion Item — FY2023-24 Budget Discussion.** The City Council will
28 review for discussion the FY2023-24 budget, fee schedule, compensation
study, and other budget related matters.

30 Kristen Colson Aaron and Chase Adams, led this discussion item by stating this is
a budget work session to tighten up the budget for future meetings. The proposed budget
32 will come back on May 15th. She noted they met with department heads for budget
requests and changes have been made to the Tentative Budget based on meetings with
34 Department Heads in preparation for the Proposed Budget

36 The consensus is that there is a recession coming but that is not for sure and
inflation is leveling off. She stated we have a diverse economy in Lindon so we may see
some slowdown but we will remain healthy; Home Depot and Walmart tend to still thrive
38 in recession and unemployment is very low. She pointed out we will continue to watch
the economy as revenues come in and do budget amendments as needed.

40 Ms. Colson Aaron reiterated the local economy is slowing, but is expected to
remain healthy in the 2024 FY with an estimated 2.5% increase in sales tax, PARC tax
42 and transit tax from 2023FY. We are still experiencing inflation, but the rate is
decreasing. In March, the Consumer Price Index (CPI) rose 5.0% over the last 12 months,
44 not seasonally adjusted.

2 Ms. Colson Aaron noted the economists expect a recession in the next 12 months.
 4 The unemployment rate is still very low: 2.3% in Utah County for February 2023. We
 6 will watch the economy and monitor revenue and expenses as they come in throughout
 8 the year.

6 She noted this Work Session is for the City Council to provide feedback and
 8 direction to Staff for Proposed Budget which will be presented at the City Council
 10 Meeting on May 15th. She then presented the following information:

- Total City Revenues are \$29,531,021: Net of fund balances and transfers.
- Citywide Expenditures by Object: \$33,538,945

12 Ms. Colson Aaron explained Lindon City uses the AVERAGE annual change in
 14 the Consumer Price Index (CPI) from the previous March to the most recent February
 16 each year to evaluate Cost of Living Allowance (COLA) for employee wages.

- Cost of living allowance (COLA) increase, effective July 8, 2023
 - 4.0% wage increases
 - 2.0% one-time payout
- Merit increase of 1 step on the pay scale (2.6%) Conditioned upon employee
 20 evaluation score
 - Effective January 1, 2024
 - Staff can bring this back to City Council in December 2023 for
 22 final approval
- Cost of COLA and Merit increases (salary and benefits) = \$498,680 General Fund
 24 = \$414,640
 - Water Fund = \$26,150
 - Sewer Fund = \$13,440
 - Storm Water Fund = \$14,985
 - Recreation Fund = \$29,465
- Insurance Premiums
 - Medical insurance premiums will increase 5.5%
 - Dental insurance premiums will increase 0%
 - Overall, employee benefit allowance will increase \$52,255 for 2024FY
- New Positions
 - Police Officer
 - Water Technician
 - Storm Water Technician
- Salary Study
 - 20 positions proposed to be moved to higher pay ranges
 - Affects 30 employees
 - Most employees will move back steps as they move up ranges
 - Giving employees more “head room” before maxing out on pay ranges
 - Decreasing impact on the budget
 - Fiscal impact will be \$60,710 (wages and benefits)

- 2 ○ NOT reflected in this budget draft
- 2 ○ Effective July 8, 2023 (except 1 position to be effective next pay period)
- 4 • General Fund capital expenditures
 - 6 • \$100,000 for multiple Public Safety building improvement projects
 - 6 • \$20,000 for police evidence storage shed
 - 8 • \$240,000 for used dump truck
 - 8 • \$218,000 for park improvements
 - 10 ○ Pheasant Brook Park shade and parking lot: \$102,000
 - 10 ○ Horse Transfer Station kiosks: \$15,000
 - 10 ○ Vet Hall retaining wall: \$41,000
 - 12 • \$103,000 for Parks tractor, pickup, and salter bed
- 14 • Dedicated / restricted funds
 - 14 ○ Road Fund -\$2.4M for Road Capital Improvements
 - 16 ○ PARC Tax expenditures -\$263,000 to replace playground at Pioneer Park
 - 16 ○ Park Impact fee expenditures -\$60,000 for shade over spectator areas at Pheasant Brook Park
- 18 • Water Fund\$110,000 for truck and hoist
 - 20 ○ \$3,050,000 for improvements to wells
 - 20 ○ \$445,000 for improvements to secondary water system
 - 22 ○ \$1,360,000 for improvements to culinary water system
- 22 • Sewer Fund\$132,000 for sewer equipment
 - 24 ○ \$460,000 for Gillman Lane pipe upsizing
 - 24 ○ \$200,000 for Orem Plant Phosphorus project
 - 26 ○ \$53,500 for other sewer system improvements
 - 26 ○ \$80,000 for infiltration elimination
- 28 • Storm Water Fund\$65,000 for flatbed truck
 - 28 ○ \$1,000,000 for main ditch piping (offset by grant)
 - 30 ○ \$600,000 for other storm water projects
- 30 • Recreation Fund\$215,000 for multiple Aquatics Center improvements projects
 - 32 ○ \$40,000 for bridge over river in Aquatics Center
 - 32 ○ \$105,000 for multiple Community Center improvement projects
 - 34 ○ \$20,000 for “Rec on Wheels” cargo trailer

36 Ms. Colson Aaron also stated the fund balance has an ending balance of
 36 \$4,763,020. She noted the Proposed Budget will be presented at the May 15th City
 38 Council Meeting for adoption and the Final Budget will be presented at the June 5th City
 38 Council Meeting for adoption.

40 Mr. Cowie went over the salary range study including the list of salary
 40 comparisons for mayor and councilmember salaries for sister cities. Following the
 42 discussion, it was noted the discussion of additional mayor compensation was council
 42 pushed and not by the mayor.

44 Following some additional discussion, the council thanked the Mr. Cowie and the
 44 Finance Department for the good budget information presented and for their hard works
 on the budget.

2 Mayor Lundberg called for any further discussion or comments from the Council.
Hearing none she moved on to the next agenda item.

4
6 **13. Review & Action — Compensation Adjustment.** The Council will review
and consider a request for compensation adjustment moving the Public
8 Works, Water System Lead/Operator 3 position (Pay Range 14) to Water
System Lead/Operator 4 (Pay Range 17) effective at the start of the next pay
10 period.

12 Mr. Cowie led this agenda item by stating the Council will review and consider a
request for compensation adjustment that will move the Public Works, Water System
14 Lead/Operator 3 position (Pay Range 14) to Water System Lead/Operator 4 (Pay Range
17) effective at the start of the next pay period. Mr. Cowie pointed out this would be a
difficult position to replace.

16 Mr. Garrido stated Gary Taylor is retiring after 36 years of service and they are
looking at spreading responsibility. He stated Matt Allison is a good mentor and their
18 best recruiter. He trains and gets CDL certification for employees which is 4-5 thousand
per person. Matt Allison created a CDL program within the city so he is the teacher and
20 now other cities are calling Lindon for our CDL program. He is the lead man on the
water meter installation project and a very experienced snow plow operator. He is just an
22 all-star employee. They will be competing with other cities for good employees; Matt is a
key employee and an asset to the Lindon City Public Works Department.

24 Following some general discussion, the council was in agreement it is important
to keep the right person for the job and agreed to approve this request as presented by
26 staff.

28 Mayor Lundberg called for any further discussion or comments from the Council.
Hearing none she called for a motion.

30 COUNCILMEMBER VANCHIERE MOVED TO APPROVE THE
32 COMPENSATION ADJUSTMENT MOVING THE PUBLIC WORKS, WATER
SYSTEM LEAD/OPERATOR 3 POSITION (PAY RANGE 14) TO WATER SYSTEM
LEAD/OPERATOR 4 (PAY RANGE 17) EFFECTIVE AT THE START OF THE
34 NEXT PAY PERIOD AS PRESENTED. COUNCILMEMBER POWELL SECONDED
THE MOTION. THE VOTE WAS RECORDED AS FOLLOWS:

36 COUNCILMEMBER BRODERICK AYE
COUNCILMEMBER HOYT AYE
38 COUNCILMEMBER POWELL AYE
COUNCILMEMBER VANCHIERE AYE
40 COUNCILMEMBER MAGLEBY AYE
THE MOTION CARRIED UNANIMOUSLY.

42
44 **14. Discussion Item** — The Council will review and discuss the proposed Alpine
School District school boundary changes, proposed school closures, and
related matters. This is a discussion item only. No action or motions will be

2 taken on this item.

4 Mayor Lundberg let the council know she had requested that this item be put on
the agenda. She noted on April 18th there is an Alpine School District meeting that will
6 address the boundary changes, and she just wanted to get the councils input on where
they stand on this item. She let the council now she has a letter she plans on potentially
8 presenting to the school district along with Mayor Fulmer and Mayor Young, stating how
important they feel neighborhood schools are to the fabric of a community, and
10 encouraging them to pause the closure of those schools they have proposed closing. The
letter requests further discussion on that topic and other options that could come.

12 Councilmember Broderick asked for clarification on the letter, and if the letter
was to be from the Mayor and Councilmembers, or just the Mayor. Mayor Lundberg
14 clarified that the letter would be just from the Mayor and is to let the school district know
the value she sees with Lindon Elementary. Lindon Elementary is a top performing
16 school, and how important it is in their community and to encourage them not to close it
this fall. She let the council know that there are community members, not just in Lindon,
18 but in Pleasant Grove and Orem, that feel as though the 120-day noticing did not occur,
and that they will be contesting that.

20 Councilmember Broderick voiced that he wanted to know how those schools
staying open will benefit the students more than moving them and would like to see
22 actual data on what is the most beneficial to the student. The council discussed input they
have heard from parents on this, and how Lindon Elementary has great testing scores, and
24 Rocky Elementary has an amazing Portuguese immersion program.

Mayor Lundberg clarified the bond that didn't pass wouldn't have kept the
26 schools that they are proposing to close open as none of the bond money was allocated to
those schools. Councilmember Powell stated that there is rumbling going around that
28 because the bond didn't pass, that is why schools are proposed to be closed, and that is
not true and said there is a lot of misinformation going around.

30 Councilmember Hoyt stated his opinion noting he is completely biased due to his
children being students at Lindon Elementary. He agrees that waiting to make a decision
32 on the school closure would be a good idea, and to not rush into things. It is important to
look into what is actually good for the students.

34 The council agreed that this all feels rushed and they would like to have more data
showing that the choices by the school district will actually benefit the students in aspects
36 of education and safety. Councilmember Broderick stated that, even though there is no
data to back his feelings, he feels that these closures feel vindictive and that the areas that
38 had the lowest vote for the bond are the ones that are now feeling the impact of the
closures the most.

40 The Councilmembers voiced their agreement and support for the Mayor
presenting the letter stating her opinion to the District to slow down the decision and not
42 rush it. Councilmember Magleby voiced his stance on stating a personal situation
regarding his child and feels like he doesn't have as much of an opposition towards the
44 loss of Lindon Elementary.

2 Mr. Cowie voiced his concern on the joint letter being signed by the three
4 different Mayors stating it is giving the appearance that Lindon is on the same stance on
6 other items. He then asked if the Mayor could submit a separate letter as to not give the
8 wrong idea to the District. The Mayor then went over the rough draft of the letter in
discussion to clarify what the letter states. Councilmember Magleby clarified his stance
that he has invested thought of Lindon Elementary School staying open, however he does
think that it is beneficial for the school to stay open for the students.

10 Mr. Cowie addressed a previous comment about road congestion if Lindon
12 Elementary students move to Rocky Mountain and the new Temple traffic all within the
same area. He presented a graph showing the impact of the school closure, and it would
be lower in his opinion.

14 Following some general discussion, the mayor and council thanked Mr. Cowie for
the information presented.

16 Mayor Lundberg called for any further discussion or comments from the Council.
Hearing none she moved on to the next agenda item.

18 **15. Review & Action — Centennial Artwork Contract.** The Council will
20 review and consider approval of a contract for artwork commemorating
Lindon’s 2024 centennial.

22 Mr. Cowie led this agenda item by stating they have formally met with Eric
24 Dowdle, and based on the generous donation from the Powell’s, they are moving forward
with this. He let the council know the city needs some clarification on some items in the
26 contract. The contract shows a cost breakdown of \$75,000 for the original artwork with
one print, \$20,000 for the large wall puzzle and unveiling party, and the cost of the
28 puzzles in the amount of \$31,250: with a total cost of \$126,500. The projected revenue
from the puzzles is \$50,000 which was the donation by the Powell’s, \$44,528 from
30 puzzle sales at an estimated amount, and potential business partnerships which is yet to
be determined; for a total of \$94,528.

32 Mr. Cowie then presented other city puzzles designs and the way the paid
partnerships with local business could look like. He noted the paid partnerships will help
offset the cost of the puzzle.

34 The Council voiced their input on the partnerships stating they are ok with them
using them, but voiced concern that they don’t want the puzzle to not be a good
36 representation of the city and not just advertisement for businesses. Mr. Cowie then
presented a list he and staff compiled. The council discussed some options and made
38 some changes. The last clarification needed was the size of the puzzle the city wants to
order. It was discussed to do a variety, with the majority of the puzzles being 500 pieces.

40 Mayor Lundberg called for any further discussion or comments from the
Council. Hearing none she called for a motion.

42 **COUNCILMEMBER VANCHIERE MOVED TO APPROVE THE**
44 **CENTENNIAL ARTWORK CONTRACT AS PRESENTED WITH CHANGES AS**

2 DISCUSSED. COUNCILMEMBER MAGLEBY SECONDED THE MOTION. THE
VOTE WAS RECORDED AS FOLLOWS:

- 4 COUNCILMEMBER BRODERICK AYE
- COUNCILMEMBER HOYT AYE
- 6 COUNCILMEMBER POWELL AYE
- COUNCILMEMBER VANCHIERE AYE
- 8 COUNCILMEMBER MAGLEBY AYE

THE MOTION CARRIED UNANIMOUSLY.

10

Mayor Lundberg called for any further discussion or comments from the Council.
12 Hearing none she called for a motion to adjourn.

14 **Adjourn** –

16 COUNCILMEMBER BRODERICK MOVED TO ADJOURN THE MEETING
AT 9:25 PM. COUNCILMEMBER POWELL SECONDED THE MOTION. ALL
18 PRESENT VOTED IN FAVOR. THE MOTION CARRIED.

20

Approved – May 1, 2023

22

24

Kathryn A. Moosman, City Recorder

26

28

Carolyn O. Lundberg, Mayor

Item 7 – Consent Agenda – Consent agenda may contain items which have been discussed beforehand and/or do not require significant discussion, or are administrative in nature, or do not require public comment. The Council may approve all Consent Agenda items in one motion, or may discuss individual items as needed and act on them separately.

The following consent agenda item was presented for approval.

- a) Resolution #2023-9-R; Surplus Equipment Disposal

Sample Motion: I move to (approve, reject) the consent agenda item (as presented or amended).

RESOLUTION NO. 2023-9-R

A RESOLUTION DECLARING CERTAIN PROPERTY AND EQUIPMENT OWNED BY LINDON CITY TO BE SURPLUS PROPERTY AND AUTHORIZING THE DISPOSAL OF THE LISTED ITEMS.

WHEREAS, the Municipal Council of Lindon City has adopted policies and procedures for the disposal of surplus property and equipment, with said policy found in Section 3 of the Lindon City Policies and Procedures Manual; and

WHEREAS, the policy requires that a public meeting be held concerning the declaration of any property deemed to be surplus by the City and which has an estimated valued over \$100; and

WHEREAS, the identified property is no longer needed and/or has exceeded its useful life and needs to be disposed of.

THEREFORE, BE IT RESOLVED by the Lindon City Council as follows:

- Section 1. That the items described on the attached listing be declared as surplus property of the City; and
- Section 2. That these items be offered for sale to the public through their listing on www.publicsurplus.com or other comparable on-line auction site. The items will be offered for minimum bids when appropriate. If the minimum bid is not realized, administrative staff may dispose of the items at their discretion including selling for less than the minimum bid; and
- Section 3. This resolution shall take effect immediately upon passage.

Adopted and approved this 1st day of May 2023.

By _____
Carolyn Lundberg, Mayor

Attest:

By _____
Kathryn A. Moosman, City Recorder

SEAL:

Lindon City
100 North State Street
Lindon, UT 84042-1808



TEL 801-785-5043
FAX 801-785-4510
www.lindoncity.org

April 17, 2023

Proposed Item for Surplus

Item: 2007 Arctic Cat 700 ATV with Winch and Snow Plow

Reason for surplus:

- Have purchased new Yamaha Kodiak 700 ATV with winch and snow plow
- Current unit was purchased used
- Current unit has electrical issue and consistently drains batteries

Minimum suggested surplus price: \$1500.00



Alex Roylance
Facilities and Fleet Manager

- 8. Review & Action — 2023-24 PARC Tax Mini Grant awards.** The Council will review and consider applications received for the PARC Tax mini-grants for the 2023-24 funding cycle.
(15 minutes)

Sample Motion: I move to (approve, reject) the 2023-24 PARC Tax Mini Grant Awards (as presented or amended).

PARC

Parks, Arts, Recreation & Culture

LINDON PARC TAX MINI GRANT RECIPIENTS

Mayor and City Council,

The application Deadline for the 2022-2023 PARC Mini Grants application closed on April 18, 2023 at 5:00 PM. Advertising for this mini grant was on Facebook, Instagram, the marquee board and word of mouth. I received 1 complete application for consideration for funding. Below will be the information from the grant application and my recommendation.

1. Garden Valley Pipe Band

The Garden Valley Pipe Band provides Utah County and the surrounding area free bagpipe and drum lessons. They serve the community through performances like concerts, graduation ceremonies, weddings, etc.

The requesting funding to help develop and enhance the music curriculum, which is provided to the students free of charge as well as help provide a location to practice and teach lessons.

They are requesting the use of 2 rooms at the community center as well as purchasing equipment to loan to new students to learn how to play. Several band members live in Lindon and lessons are currently offered to any and all Lindon City residents. All instructors are volunteers and are not paid for their lessons. They currently have two bands. Grade 5 and Grade 4. They are willing to give back to Lindon by doing community concerts, concerts in the parks and give some free tickets to Lindon residents for St. Patrick's Day concert.

The Garden Valley Pipe Band was funded previously. 2021-\$6,000, 2022-\$6,000

They have requested the following:

- \$500 for Marketing and Advertising
- \$200 for performance and production
- And \$5,300 for space rental.
 - TOTAL REQUEST \$6,000

Recommend Funding \$6,000

SUMMARY

PARC Tax budget allocation \$15,000

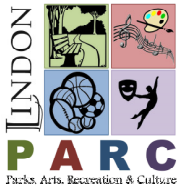
- GVPB - \$6,000

Total Grants recommended \$6,000

Submitted

Heath Bateman

Parks & Recreation Director



Lindon City
PARC Mini Grant Application

Date Application Received
4/8/2023

Grant Cycle Year
2023 - 2024

Organization Name: Garden Valley Pipe Band

Grant Submitted By: Scot Gilbert

Address: 870 N 60 E, American Fork, UT 84003

Phone Number: _____ Cell 801-669-3438

Email Address scot@gardenvalleypipeband.org

Is your organization a non-profit? Yes If yes, what is the non-profit designation? 501(c)(3)

Name of Point of Contact: Scot Gilbert

Phone Number: 801-669-3438 Email: scot@gardenvalleypipeband.org

Federal Tax ID Number: 47-4308091 Date of incorporation: 2015

Total \$ of Grant Requested \$6,000

Is your organization and spending plan eligible for PARC TAX funds YES N (See Appendix A)

What is your organization's mission statement and primary focus?

The Garden Valley Pipe Band provides Utah County and the surrounding area free bagpipe and drum lessons. We serve the community through performing at concerts, graduation ceremonies, weddings, funerals, and competitions. We provide lifelong musical education, appreciation, and exposure to Celtic culture. If granted monies, when do you plan to spend the funds?

2023 through the spring of 2024

Anticipated budget is \$15,000 total. The City Council reserves the right to award less than is requested as per amount of applications and budget availability. All applications are due by 5:00 PM the Second Tuesday in April. They can be submitted electronically to: hbateman@lindoncity.org. Any approved grants shall be disbursed in June, of the grant year, and must be expended by May 1 of the same year

The applicant hereby acknowledges that the submitted information is correct to the best of his or her knowledge.

Scot Gilbert

SIGNATURE

March 29, 2023

DATE



PARC TAX MINI GRANT APPLICATION

Narrative Questions:

1. Please explain in detail your request for funding. (project, product, \$ request, expenses, etc) Use back if necessary.

We serve the community with free bagpipe and drum lessons. We are applying for a grant to help us continue to provide free high quality music instruction, performances, and community exposure to the cultural aspects of bagpiping and drumming.

With the grant we propose to continue to develop and enhance our music curriculum, which is provided to our students free of charge to help start and further their music education. The curriculum combines the best music theory and practical application to quickly help students learn to master playing bagpipes and drums.

The grant will help with operating expenses and equipment and will provide us a regular location to teach and practice. We would like to continue to rent space in the Lindon Community Center. The grant will also help purchase equipment to loan to new students and will include student practice chanters, drum pads, and drums until students can purchase their own instruments.

2. How will the requested PARC funds be used? Specific Project/Program Operating Expenses Both

3. Did you receive PARC funding in the past?

Yes, we were awarded PARC funds in 2022

If so, how much and when?

\$6,000. The award was in 2022

- a. Has the previous funding been spent? Yes, the funding has been spent.
If yes, has the financial report been sent to the City? Yes, the financial compliance report will be sent to the City.
If not, when do you plan to spend the funds?

- b. Count or estimate how many Lindon City citizens did your organization serve with the previous PARC Tax grant award?

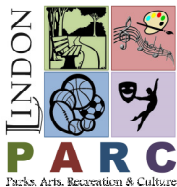
We usually perform in the Lindon City summer parade, which may be several thousand and we offer our free bagpipe and drum class to the community.

4. Describe how the Parks, Arts, Recreation and Culture funds will be used to support the organization's mission and primary focus.

We provide Utah County and the surrounding area free bagpipe and drum lessons. We serve the community through performing at concerts, graduation ceremonies, weddings, funerals, and competitions. We provide lifelong musical education, appreciation, and exposure to Celtic culture. Our primary focus is providing free music education and training to play bagpipes and drums. Concerts, competitions, and service are also central to the band's purpose. We are a volunteer based charitable organization - all music instructors are not paid to teach the free community classes.

5. Describe how your organization advances or preserves its artistic or cultural discipline within Lindon City.

Several of our band members live in Lindon City. We enjoy regularly performing at the Lindon Days parade. Our free bagpipe and drum lessons are available to all Lindon City residents and we promote Scottish culture through traditional music. After attending our free class, many students have said that learning to play the bagpipes has been something they have always wanted to do and they are excited to actually accomplish this goal. Our students learn and master playing the bagpipes and drums and are giving back to the community through performing in parades, graduation ceremonies, funerals, and concerts.



6. Describe your organization's major activities and issues in the past year. Specify particular successes and challenges.

Being able to rent space in the Lindon Community Center has been very helpful to have a regular place to teach our classes and practice. We are a volunteer based charitable organization - all of our music instructors donate their time and equipment to teach our free classes. Our goal is to promote, inspire, perform, and educate (PIPE) anyone who is interested in learning to play the bagpipes and drums. We hold our free in-person classes in the spring and fall and have a good number of bagpipe and drummer student attend.

7. Describe how your organization is funded. What sources of funding has your organization secured in the past 12 months.

50% of our budget is funded through generous donations, performing at parades, concerts, and fundraisers. We annually collect a minimal \$5 per month dues from our members, which is not required. Usually, the band is paid some travel expenses for competing at Highland Games and Scottish Festivals throughout the state and region. The remainder of expenses are paid by our members. Grant monies will help offset some of these expenses and decrease the burden on our band members.

8. Define how you promote your work to your target audiences. Describe the outreach efforts your organization undertakes. What marketing and or audience development strategies do you use?

We promote our work through word of mouth, Facebook, Instagram, and our website gvpb.org. We contribute to the local cultural arts, lifelong learning, and music appreciation through performances and free bagpipe and drum classes. We would like to do more community concerts, free concerts for the public in parks, and would be willing to perform and educate in school assemblies, etc.

9. What are the short-term and long-term goals and objective for your organization? How will PARC funds help accomplish your goals?

Funding will allow us to continue to contribute to the local cultural arts through performances and community service. Our goal is to promote, inspire, perform, and educate (PIPE) anyone who is interested in learning to play the bagpipes and drums. Over the past seven years, our classes are successful and we want to continue providing this community service. Learning to play an instrument is a lifelong journey that challenges the mind, improves dexterity, and provides immediate and long term satisfaction. Will your life be better because you listen to or play bagpipe music? Absolutely.

10. How would you describe your primary and/or target audience? Explain how your organization intends to maintain and/or grow its audience over the next year:

Our primary audience is people who are interested in learning to play the bagpipes and Scottish drums. We advertise our free community classes on our website, through social media, and word out mouth. It's great to regularly receive requests from people who want to start learning to play and want to learn more about their Scottish heritage.

11. Please provide the following information on your organization's staff and audiences/constituents for the period in which you received PARC Funds:

Number of paid full-time staff: 0

Number of paid part-time staff: 0

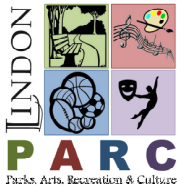
Number of contract personnel: 0

Number of volunteers: 5

Number of artists, educators, curators, scholars or other discipline-based professionals: 30 musicians

Total audience: several thousand

Tickets distributed for free to another nonprofits/the public/other:



12. Describe how your organization partners with other organizations and service providers located within Lindon City:

We regularly perform for the Lindon Days parade. We would like to do more community concerts, free concerts for the public in parks, and would be willing to perform and educate in school assemblies, etc.

13. Describe the internal and external challenges and opportunities you faced during the past year, and how your organization addressed them:

We started teaching our free bagpipe and drum class in January 2022 after COVID-19 and needed to rebuild our roster of instructors due to band members moving, health issues, and other commitments. We have new band members who are helping teach our classes. And we taught free classes both in the spring and the fall. We also needed to market the class on social media and word of mouth and have had a successful interest in learning to play the bagpipes and drums. The generous Lindon City PARC grant has helped offset some of our expenses.

14. For consideration of receiving funding, what is your organization willing to do to “Give Back” to the residents of Lindon? (free tickets, trades, in-kind offers, special programs, etc)

We are willing to give free tickets to Lindon City residents for our performances. We love marching in the Lindon City parade in August. And for our St. Patrick’s day concert we offer student, senior, and military discounts.

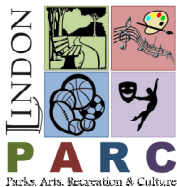
Proposed Project Funding:

If your organization is requesting funds for a specific project or program, what is the total budget of your proposed project or program? \$

Proposed Use of Requested PARC Funds	Amount
Collections/Exhibits	
Contracted Services	
General Administration (excluding salaries)	
Marketing/Advertising	\$500
Performance/Production	\$200
Total Salaries (Administrative)	
Total Salaries (Other)	
School Outreach Program	
Space Rental	\$5,300
Travel	
Other Expenditures*	
**TOTAL:	\$6,000

*Please attach additional information detailing other expenditures.

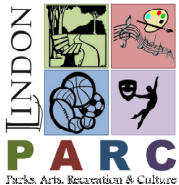
**The total should equal the requested amount of PARC funds.



APPENDIX A

1.0 PARC TAX MINI GRANT POLICY

- 1.1 Qualifying organizations must have, or commit to have, a significant presence within Lindon City and must be a qualifying organization as defined in this policy. Competitive mini grants are available only for Cultural Arts Organizations.
- 1.2 All applications must be received by Lindon City by 5:00pm on the second Tuesday in April. Grants will be awarded by the end of June of each year. Distribution of grant funding will not be made until after July 1st of each year and is subject to actual funds be accrued by the City.
- 1.3 Grant applicants must complete an application form and then submit the information to the Lindon City Parks & Recreation Director for completeness review. A sample form is attached, which may be modified from time to time. The Parks & Recreation Director will forward this application to the City Administrator who will schedule the grants to be reviewed by the Lindon City Council. The City Council will evaluate all mini grant applications for eligibility on a broad spectrum of cultural arts disciplines including visual arts, performing arts, literary arts, historic preservation, arts education, etc.
- 1.4 PARC funds granted to cultural organizations may not be used for capital construction expenses, payments into an endowment fund, expenditures for programs outside of Lindon, activities not available to the general public, political lobbying, fundraising expenses related to capital or endowment campaigns, or for other expenses not related to the organization's primary cultural purpose or directly related to or for the direct benefit to the residents of Lindon City. Also, the portion of this revenue designated for cultural arts is intended to support nonprofit cultural arts organizations rather than individuals.
- 1.5 PARC grant funding for cultural organizations may not be used for the following expenditures:
 - 1.5.1 Accumulated deficits or debt retirement;
 - 1.5.2 Capital improvements;
 - 1.5.3 Public Schools and/or school programs or hiring of temporary or permanent staff in any school or school system;
 - 1.5.4 Lobbying Expenses;
 - 1.5.5 Scholarships, purchase awards or cash prizes;
 - 1.5.6 Magazines or newspapers;
 - 1.5.7 Broadcasting network or cable communications systems;
 - 1.5.8 Performances, events and activities that take place outside of Lindon City;
 - 1.5.9 Activities intended primarily for fundraising;
 - 1.5.10 Recreational, rehabilitative, or therapeutic programs;
 - 1.5.11 Social service programs;
 - 1.5.12 Fireworks;
 - 1.5.13 Rodeos;
 - 1.5.14 Non-cultural celebratory events;
 - 1.5.15 Activities that are primarily religious in purpose;
 - 1.5.16 Cash reserves;



- 1.5.17 Start-up organizations;
- 1.5.18 Private Foundations.
- 1.6 Qualifying organizations requesting funds must be a nonprofit entity with 501(c)(3) status at the time of the application from deadline, or a municipal cultural and/or historical council.
- 1.7 All qualifying organizations may apply for mini grants once per calendar year.
- 1.8 A submitted application form must be accurate, complete and all supplemental information included prior to the deadline. Late submissions will not be accepted. It is not the responsibility of the PARC staff to contact the applicants regarding information missing from their application.
- 1.9 By the second Tuesday in April, each qualifying organization must submit a Compliance Report detailing how it expended the funds it received pursuant to these policies and procures. Award recipients must use the funds within the 12 month before the next application cycle begins. (second Tuesday in April)
- 1.10 The purpose of the Compliance Report is to account for grant funds distributed to cultural organizations. The report must be submitted by the deadline indicated. Future PARC funding may be withheld due to inadequate, incomplete, or non-submitted Compliance Reports.
- 1.11 Grant selection is competitive. The Lindon City Council will be the final decision and approval authority for all grant applications. In conformance with these policies and guidelines the City Council reserves the right to award all or portions of requested grants, or reject all or portions of any grants. Submittal of a grant application and/or award of grant is not a guarantee of funding.

9. **Closed Executive Session** — The City Council will enter into a closed executive session to discuss the potential purchase or sale of real property and to discuss pending or reasonably imminent litigation per Utah State Code 52-4-205. This session is closed to the public. *(35 minutes)*

ADJOURN