

2 The Lindon City Council held a regularly scheduled meeting on **Tuesday, December 5,**
4 **2017, beginning with a Mobile Work Session Tour at 6:00 p.m.** in the Lindon City
Center, City Council Chambers, 100 North State Street, Lindon, Utah.

6 **MOBILE TOUR** – 6:00 P.M.

8 Conducting: Mayor Jeff Acerson

10 **PRESENT**

Jeff Acerson, Mayor
12 Matt Bean, Councilmember
Van Broderick, Councilmember
14 Dustin Sweeten, Councilmember
Daril Magleby, Councilmember elect
16 Adam Cowie, City Administrator
Heath Bateman, Parks & Recreation Director
18 Alex Roylance, Facilities & Fleet Manager
Hannah Silvey, Parks & Recreation Supervisor

ABSENT

Carolyn Lundberg, Councilmember
Jacob Hoyt, Councilmember

- 20
1. **Tour of Community Center & Veterans Hall.** The Lindon City Council met
22 and toured the Lindon City Community Center at 25 N. Main Street and then
24 toured the Veterans Hall at 200 N. 135 W. in the City Center Park. No motions
were made at this meeting as this tour was for informational purposed only.

26 The City Council and staff met at the Lindon Community Center and where they
were informed the intent of this tour is to discuss some of the programming and activities
28 occurring in these two facilities and to show the issues in the buildings that need
maintenance and attention. Being more familiar with the facilities will help to make
30 informed decisions on maintenance spending and remodeling/upgrades requests that may
be proposed on these facilities. The group toured the community center computer lab and
32 boiler room. Ms. Silvey gave an overview of programs and activities offered at the
community center.

34 The group then toured the interior and exterior of the Veterans Hall (Ms. Silvey
did not attend the tour of the Veterans Hall). Following the tour, the consensus from the
36 Council was that investing money back into the facilities on a project by project basis
was the best way to do the maintenance spending and remodeling/upgrades requests that
38 may be proposed on these facilities.

40 Following the work session tour, the Council returned to the city building for the
regularly scheduled City Council meeting.

42 **REGULAR SESSION** – 7:00 P.M.

44 Conducting: Jeff Acerson, Mayor
Pledge of Allegiance: Mike Jorgensen
46 Invocation: Dustin Sweeten, Councilmember

2 **PRESENT**

ABSENT

Jeff Acerson, Mayor
4 Matt Bean, Councilmember
Carolyn Lundberg, Councilmember
6 Van Broderick, Councilmember
Jacob Hoyt, Councilmember – arrive 9:10 pm
8 Dustin Sweeten, Councilmember
Adam Cowie, City Administrator
10 Hugh Van Wagenen, Planning Director
Kristen Colson, Finance Director
12 Kathryn Moosman, City Recorder

- 14 1. **Call to Order/Roll Call** – The meeting was called to order at 7:00 p.m.
16 2. **Presentations/Announcements** –
a) **Mayor/Council Comments** – There were no announcements at this time.
18
3. **Approval of Minutes** – The minutes of the regular meeting of the City Council
20 meeting of November 21, 2017 were reviewed.

22 COUNCILMEMBER BRODERICK MOVED TO APPROVE THE MINUTES
OF THE REGULAR CITY COUNCIL MEETING OF NOVEMBER 21, 2017 AS
24 PRESENTED. COUNCILMEMBER SWEETEN SECONDED THE MOTION. THE
VOTE WAS RECORDED AS FOLLOWS:

26 COUNCILMEMBER BEAN AYE
COUNCILMEMBER LUNDBERG AYE
28 COUNCILMEMBER BRODERICK AYE
COUNCILMEMBER SWEETEN AYE

30 THE MOTION CARRIED UNANIMOUSLY WITH ONE ABSENT.

- 32 4. **Consent Agenda** – No items.
34 5. **Open Session for Public Comment** – Mayor Acerson called for any public
comment not listed as an agenda item. There were no public comments.
36

38 **CURRENT BUSINESS**

- 40 6. **Action Item — Financial Audit Report for Fiscal Year 2016-17.**
Representatives from Keddington & Christensen, LLP and Lindon City Finance
42 Director, Kristen Colson, will present for the Mayor and Council’s acceptance the
city’s annual financial audit report, included as part of the Comprehensive Annual
44 Financial Report (CAFR), for fiscal year ended June 30, 2017.

46 Adam Cowie, City Administrator, led this agenda item by explaining in
accordance with State Law, the City is required to annually have a complete financial
audit performed by an independent auditing firm, Keddington & Christensen, LLP

2 (K&C) has performed the audit for the 2016-17 fiscal year ending June 30, 2017. He
4 noted over the past several weeks their firm has been reviewing the City's financial
6 records, policies, and procedures. He mentioned there are two findings from the audit that
8 will be reviewed and explained tonight. Mr. Cowie stated staff recommends that the City
Council accept the FY 2016-17 audit as presented. He then turned the time over to Angie
Broadhead, and Tyson Davenport representing K&C and Kristen Colson, Lindon City
Finance Director, to present the audit report and to answer any questions.

10 Kristen Colson, Lindon City Finance Director, and Angie Broadhead, and Tyson
12 Davenport representing Keddington & Christensen, LLP, addressed the Council at this
14 time. Ms. Broadhead noted this is the fifth year that Keddington & Christensen has
16 performed the audit for the city and they appreciate having Lindon City as a client. She
18 noted as part of the audit they are required to report certain items concerning the audit to
20 those who are in charge of city governance; whom they consider as the City Council who
22 is over the City and they are responsible for the financial statements. Ms. Broadhead
stated it is their responsibility to perform tests and procedures to obtain reasonable
assurance of whether or not there is a fair presentation of the financial position of Lindon.
She stated that the audit went well and she is happy to report that they gave a clean
opinion and they believe the financial statements are a fair representation of the financial
position of Lindon City dated June 30, 2017. She noted their job is not to speculate on the
future of the city or if they believe the city is healthy financially or operating effectively;
that is outside the scope of their engagement.

24 Ms. Broadhead then gave a summary of what an audit entails. She explained that
26 whenever they perform an audit they always look at the internal controls over the
28 financial reporting that are the mechanisms or processes that are put in place that protect
30 employees and help keep them honest and protect accounting records from error or fraud;
32 they sometimes test them to plan the audit and zero in on the riskier areas that are more
34 prone to error or fraud to give a better audit. They also look at the controls over cash
36 disbursements, controls over cash receipting, controls over payroll, controls over journal
entries etc. She noted while looking at these areas if they see a weak or deficient area in
the controls they would report that to the Council and give a recommendation on how to
fix that as it is a changing environment and important to keep an eye on those things. Ms.
Broadhead stated when they do an audit there is more to it than just the numbers, there
are also qualitative aspects as well and they look to see if management accounting
policies are sound and if there is a reliable accounting system to produce the financial
data and that the financial disclosures are consistent and clear.

38 Ms. Broadhead stated they believe management has done a good job with those
40 things and it went really smoothly and they had open access which is very important as
42 they take fraud very seriously and re-iterated if they had found something the Council
44 would already know about it, although fraud is rare (3%) and usually is found by a tip.
Ms. Broadhead then went over the State compliance audit guide. She noted that every
year the state auditor revamps and re-issues the state compliance guide as there are new
laws and old laws to test for compliance etc. She noted this year there are two findings as
follows:

- 46 1. Minutes on the Public notice website should be posted within 3 days after
approval.
2. Regarding public hearings for budget amendments. When a budget amendment

2 or adoption there must be a public hearing posted 7 days before the public
4 hearing. 2017 and one was not made.

6 Ms. Broadhead concluded by stating, in their opinion, the financial statements
8 referred to above present a fair and respective financial position of the governmental
10 activities of Lindon City. Ms. Broadhead summarized that all in all the audit went very
12 well and smoothly with no difficulties and she believes there are no large errors in the
14 financial statements. She noted there was open access and staff was timely with their
16 responses and very helpful.

18 Ms. Broadhead also complemented Ms. Colson and Mr. Cowie and staff for their
20 diligent efforts and for being forthright with open access and ensuring that the audit went
22 very smooth this year. Ms. Broadhead emphasized that they work for the City Council
24 and if they ever have any questions or concerns to please let them know. Councilmember
26 Broderick asked what the state auditors do. Ms. Broadhead stated if they are audited a
28 second time they have to do a written corrective action plan. Ms. Colson commented the
30 auditors are always good to work with and it is always good to have another set of eyes to
32 find any discrepancies that need correcting and ways to improve.

Mayor Acerson thanked them for their hard work on the audit and for the valuable
information presented. He then called for any further comments or discussion from the
Council. Hearing none he called for a motion.

COUNCILMEMBER BRODERICK MOVED TO ACCEPT THE AUDIT
REPORT AS PRESENTED FOR FISCAL YEAR ENDING JUNE 30, 2017.
COUNCILMEMBER SWEETEN SECONDED THE MOTION. THE VOTE WAS
RECORDED AS FOLLOWS:

COUNCILMEMBER BEAN	AYE
COUNCILMEMBER LUNDBERG	AYE
COUNCILMEMBER BRODERICK	AYE
COUNCILMEMBER SWEETEN	AYE

THE MOTION CARRIED UNANIMOUSLY WITH ONE ABSENT.

7. Review & Action — Emission Testing for Diesel Vehicles; Res. #2017-22-R.

The Council will review and consider a request by Jessica Reimer and Michael Shea with HEAL Utah to support proposed legislation requiring diesel vehicle emission testing to improve air quality in Utah County. Both Orem and Provo cities have passed similar resolutions supporting the proposed legislation.

Mr. Cowie introduced Jessica Reimer and Tom Metcalf representing HEAL Utah. Ms. Reimer gave an overview explaining HEAL Utah is an organization that supports air quality improvements by requiring diesel vehicle emission testing. She then referenced the materials provided from HEAL Utah. She explained HEAL Utah's Background including Utah's Air Quality Challenges, Diesels in Utah County, Why Test the Diesels, and the Diesel Emissions Testing Bill. She also explained HEAL's Campaign that includes Clean Air, Renewable Energy, and Nuclear issues. She also went over Utah's Air Quality and why it is one of the worst in the Country noting 48% comes from motor vehicles and 39% from small pollution sources (i.e., dry cleaners, gas stations, fireplaces

2 etc.) and 13% from point source such as a factory, mine, or refinery. She explained
4 where Utah’s air pollution come from and particulate matter. She noted Utah County is
6 at PM2.5 Emissions Sources (tons/year) Utah County NOx Emissions Sources
8 (tons/year). This poses unique challenges that require unique solutions. Lindon Diesels
10 = 241 with a 38,470 Annual Average Daily Traffic (AADT) for Highway 89 (2015).

Mr. Metcalf then presented the health impacts of diesel smoke. He noted short-
term exposure leads to:

- Headaches
- Dizziness
- Ear, nose, and throat irritation “Severe enough to ... [temporarily] disable” those
who are exposed (OSHA)

Mr. Metcalf also spoke on the long-term exposure increases risks of:

- Cardiovascular, Cardiopulmonary and Respiratory disease
- Lung cancer
- International Agency for Cancer Research classified diesel exhaust & PM as a
known human carcinogen in 2012

Ms. Raimer addressed the need to test diesels. She pointed out that failing diesel
vehicles equals 4x the PM2.5 pollution of a compliant diesel vehicle and 7-8 times an
average gasoline vehicle (Davis County/University of Utah). Nearly 5% of new diesel
vehicles (ages 2011-2016) fail to meet emissions standards (Salt Lake County data). Utah
County is the ONLY county in PM2.5 non-attainment zone without diesel emissions
testing. Ms. Raimer stated the Diesel Emissions Testing Bill applies to vehicles 14,000
lbs. or less (light/medium duty). Agricultural and Construction vehicles are exempt and
only require an upgrade in existing software at current emissions testing locations. This
will require NO NEW infrastructure and NO COST to taxpayers or the county. This
action would cut 170 tons/year of air pollution from Utah County. Utah County Diesel
Testing Implementation will have testing available at 221 existing Utah County test
stations with the test using OBD connector (same as gasoline cars) with the cost at \$20-
35 per vehicle.

Ms. Raimer noted this bill passed unanimously last year through a house
committee and passed the house floor but ran out of time before it could get a senate vote.
She noted it has had bipartisan support at the legislature last year, so they are hoping to
have the same bipartisan support at the legislature this year. They felt it was really
important to come to the cities that would be potentially impacted and to let them know
all the pieces to the legislation; they feel it is important to have support in the local
communities because that is where the implementation will occur. She noted that Provo
and Orem are both on board as well as Salem City; there is growing support in Utah
County. Ultimately air quality is a big issue and there are not a lot of “silver bullets”
when it comes to reducing our air pollution and they think it is really important that
anywhere we try to make a difference as it is a unique problem in Utah with the
mountains that can cause an inversion problem. We need to look at our behaviors and the
way we live and try to make a difference.

Mayor Acerson pointed out following review the council needs to either take
action if they in support of this initiative to make sure Utah County has a check and

2 balance system where emissions are checked on diesel vehicles or continue it to a future
meeting.

4 Councilmember Bean expressed that he appreciates the information presented
tonight and he would be completely in support of this bill. He noted Utah County is
6 sensitive to air pollution and we should try to do something about it even if it is done
incrementally.

8 Councilmember Lundberg commented she also appreciates the information given
noting the reality is we no longer have safety inspections. She expressed if it doesn't
10 become a prohibitive cost to the operators who are doing the emissions testing so all
vehicles are held to the same standard as to level the playing field she would be in
12 support with learning more about it; she is a proponent of wise stewardship of both our
and air and water.

14 Councilmember Broderick stated he would like to make sure the data is correct
and accurate as to get the big picture (un-skewed) then he would be in support.

16 Councilmember Sweeten stated he hates government regulation and this sounds
like more regulation, so he would have to see more data from other counties (Weber, Salt
18 Lake, Davis and Cache) that have implemented this before making a decision. He would
also like to see the safety inspection re-instituted.

20 Mayor Acerson stated part of the challenge is that we are so out of compliance
(per the DEQ) that there is pushback with the regulations they are trying to mandate that
22 don't fit Utah. There needs to be a better way to slide into this and take a realistic
approach to make a difference; but he agrees that something needs to be done. Following
24 some additional discussion, the Council was in agreement to continue this item in order
to gather more information and data to base their decision on before approving the
26 resolution.

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

30 COUNCILMEMBER SWEETEN MOVED TO CONTINUE RESOLUTION
#2017-22-R SUPPORTING PROPOSED LEGISLATION REQUIRING DIESEL
32 VEHICLE EMISSION TESTING TO IMPROVE AIR QUALITY IN UTAH COUNTY
TO THE DECEMBER 19th COUNCIL MEETING IN ORDER TO GATHER MORE
34 DATA. COUNCILMEMBER BRODERICK SECONDED THE MOTION. THE VOTE
WAS RECORDED AS FOLLOWS:

36 COUNCILMEMBER BEAN NAY
COUNCILMEMBER LUNDBERG AYE
38 COUNCILMEMBER BRODERICK AYE
COUNCILMEMBER SWEETEN AYE

40 THE MOTION CARRIED THREE TO ONE WITH ONE ABSENT.

42 8. **Public Hearing — Ordinance Change; Lindon City Code 17.51; Ord. 2017-**
16-O. This item was continued from the November 21, 2017 Council meeting.
44 Per request by the Lindon City Council, the Planning Commission has reviewed
and recommends amendments to LCC 17.51 'Commercial Farm Zone' with
46 updates to setbacks, minimum acreage, permitted uses, etc.

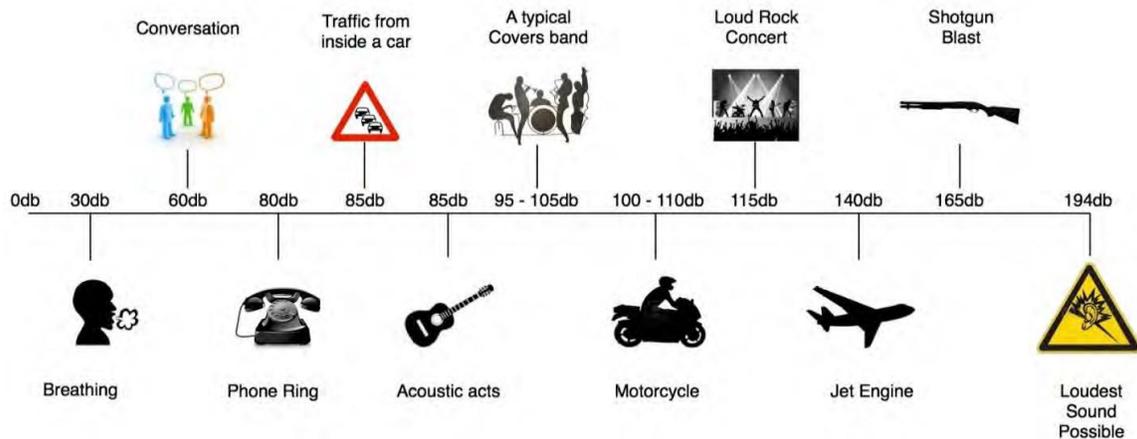
2 COUNCILMEMBER BRODERICK MOVED TO OPEN THE PUBLIC
HEARING. COUNCILMEMBER LUNDBERG SECONDED THE MOTION. ALL
4 PRESENT VOTED IN FAVOR. THE MOTION CARRIED.

6 Hugh Van Wagenen, Planning Director, stated this request was continued from the
November 21, 2017 Council meeting and per request by the City Council, the Planning
8 Commission has reviewed this over several sessions and has recommended some
amendments to LCC 17.51 'Commercial Farm Zone' with updates to setbacks, minimum
10 acreage, and permitted uses.

12 Mr. Van Wagenen explained upon review, the Planning Commission
recommended the following changes:

- 14 1. Requirement for a residence on-site that is owner occupied.
- 16 2. Increased setback distances to either the property line or to the nearest residential
structure for commercial buildings
- 18 3. Additional parking lot buffering and screening
4. Specific noise limits for daytime and nighttime activity

20 Mr. Van Wagenen then referenced the following Decibel level chart for noise limit
reference and the redlined items in Ordinance Draft 2017-16-O. He noted the Planning
Commission had a lot of discussion on the agricultural production requirement and the lot
22 area requirement and noise decibels. The 40% agricultural requirement and the lot
area requirement of 5 acre minimum were not changed as they felt 5 acres was a sufficient
24 amount of ground. Mr. Van Wagenen stated Mr. Mike Jorgensen and Mr. Alan Colledge
have attended most of the meetings and have had the opportunity to provide feedback.



28 Mayor Acerson called for any public comment at this time. Mr. Mike Jorgensen
questioned if this zone amendment will apply to them as they are already approved for
30 the zone. Mr. Van Wagenen confirmed this will apply to his conditional use permit and
stated anything moving forward will have to meet the new standards (any project in a
32 Commercial Farm Zone). Mr. Jorgensen also spoke on the items he has issues with
including the owner-occupied requirement and the setbacks. He pointed out his
34 application was in before these changes took place and he feels these changes should be

2 applied fairly to all. Mayor Acerson called for any further public comments. Hearing
none he called for a motion to close the public hearing.

4
6 COUNCILMEMBER SWEETEN MOVED TO CLOSE THE PUBLIC
HEARING. COUNCILMEMBER BRODERICK SECONDED THE MOTION. ALL
PRESENT VOTED IN FAVOR. THE MOTION CARRIED.

8
10 There was then some general discussion regarding the recommended changes
from the Planning Commission. Councilmember Bean commented regarding the
12 questions on setbacks, to ensure this is looked at in a way to make sure there are not any
unintended consequences, he would suggest changing the language to say “not owned by
the owner of the commercial building” so they could build closer and still be within the
14 5-acre requirement.

16 Councilmember Broderick commented that part of the reason of approval was that
the applicants were planning to live on site. Councilmember Lundberg re-iterated that she
18 feels the owner needs to have a vested interest in the property. She also feels this is a
good thing if they are acquiring additional properties to extend the buffer, essentially,
between neighbors, and is something to encourage. The whole point of “tweaking” some
20 of these things is recognizing those who had concerns with the potential conditional uses
and has nothing to do with the animals or farm uses but the event centers that will draw
22 cars and people; we need to be careful to minimize the impact to the adjoining residential
properties.

24 Councilmember Sweeten stated he has issues with changing things knowing Mr.
Jorgensen’s application was already submitted noting he spent a lot of money to comply;
26 however, he doesn’t object for future applicants. He also asked if the owner residency
requirement will be applied to any existing commercial farm too. Mr. Van Wagenen
28 confirmed that statement noting this ensures, going forward, that the owner of the facility
will live on the property (depends on the owner of the property). Mr. Colledge expressed
30 that he feels the owner-occupied requirement is good but the acreage issue may present
future problems.

32 There was then some discussion regarding acreage amounts, annexing, and
number of permitted dwellings. Mr. Van Wagenen gave staff’s opinion stating with the
34 purposes of buying surrounding properties/land (in order to not have an angry neighbor, it
doesn’t need to be included in the CFZ) or changing the acreage and the current number
36 of permitted dwellings and where they can go, noting he is not aware yet how to write
that into code that would make it just for properties that are acquired.

38 Councilmember Bean commented, regarding the 5-acre minimum, the Planning
Commission didn’t seem to have strong opinions about needing to make it larger. He
40 feels it gets to a point where any number is arbitrary and at what point do you feel there is
enough buffer; it hard to know what that number ought to be. He added if we take action
42 on this tonight we should be open to changing that number in the future. Councilmember
Lundberg stated for her it is an issue of identifying the boundary and the distance buffer
44 to the next property owner. Mayor Acerson commented that the hope is that we are all
good stewards and we understand the intent of what we are hoping to accomplish.

46 Mayor Acerson called for any further comments or discussion from the Council.
Hearing none he called for a motion.

2 COUNCILMEMBER SWEETEN MOVED TO APPROVE ORDINANCE
AMENDMENT 2017-16-O AS PRESENTED. COUNCILMEMBER BRODERICK
4 SECONDED THE MOTION. THE VOTE WAS RECORDED AS FOLLOWS:

COUNCILMEMBER BEAN AYE
6 COUNCILMEMBER LUNDBERG AYE
COUNCILMEMBER BRODERICK AYE
8 COUNCILMEMBER SWEETEN AYE

THE MOTION CARRIED UNANIMOUSLY WITH ONE ABSENT.

10 *Councilmember Hoyt arrived to the meeting at 9:10 pm*

12 **9. Discussion Item — Transportation / Road Maintenance Utility Fee Options.**

14 City Engineer, Noah Gordon, Public Works Director, Brad Jorgensen, and
contract engineer Mark Christensen with JUB Engineers will review sample codes
16 and options for implementation of a transportation utility fee for the Council to
consider to help generate dedicated funds for city-wide road maintenance.

18 Adam Cowie, City Administrator gave an overview stating for several years the
20 City Council has been discussing ways to fund road maintenance projects with
sustainable revenue sources. He noted the annual road maintenance funding has
22 fluctuated widely year-to-year and has not been consistent or sufficient enough to handle
all road maintenance needs. In 2014-15 the Council directed the city engineer to prepare
24 a Pavement Management Plan to inventory roadway conditions and identify total dollar
amounts needed to adequately maintain roads in Lindon. The plan was adopted by the
26 Council in November of 2015. Additional discussions through 2016 occurred on possible
transportation funding and review of transportation utility fees that had been adopted by
28 other cities.

30 Mr. Cowie explained the Council also discussed other road maintenance funding
options (property tax, sales tax, bonding, budget re-allocation, etc.) finding that the
Transportation Utility Fee appeared to be the most sustainable and transparent funding
32 opportunity for the City. In February 2017 the City Council had a formal discussion item
to review a possible Transportation Utility Fee. The Council requested that staff bring
34 back more detailed information on a proposed ordinance or policy including possible fee
amounts. He noted the City Engineer has now compiled this information to present to the
36 Council including an overview of possible funding options for road maintenance and
basis for consideration of the Transportation Utility Fee option.

38 Mr. Cowie further explained if the Council wants to move forward after that point
the city will schedule public open houses in early 2018 to present the proposed fees and
40 background information to the public and receive comments. The Council will then
evaluate public comments and determine if a fee (and what rate) should be adopted by
42 formal action in late spring/early summer 2018. He noted staff is looking for direction
only tonight with no motions required as this item is for discussion only.

44 Mr. Noah Gordon, City Engineer, then gave his presentation including some
background information on TUFs (Transportation Utility Fees), including the following
46 bullet items:

- What is a Transportation Utility Fee

- 2 • Who can implement a TUF
- What are the keys to success and potential pitfalls
- 4 • Where has this strategy been applied
- Case studies
- 6 • Where to get more information
- Comparison with other funding sources
- 8 • Legal Challenges

10 Mr. Gordon also noted other Utah cities using or considering TUFs as follows:

- Provo • Adopted 11/2013
- 12 Pleasant Grove • Considered a TUF a couple of years ago, but has *not* adopted
- Mapleton • Adopted 7/2016
- 14 Highland • Adopted 5/2017
- South Weber City • Adopted 6/2017
- 16 Vineyard • City Code
- Salt Lake City • Considering adopting a TUF

18
20 Mr. Gordon then referenced for discussion Lindon City’s road funding situation
and the Pavement Management Program. He also presented the Historical Funding
22 Sources including Class C Road Funds and General Fund Transfers and the simplified
breakdown for road funding followed by discussion.

24 Mr. Gordon noted anything remaining goes toward road maintenance with a very
minimal amount annually from Class C funds being put towards actual surface treatments
26 other than crack sealing. The City has therefore traditionally supplemented the Road
Fund with General Funds (sales tax, property tax, franchise taxes) to whatever affordable
28 amount the Council approves. During the recession it was hardly anything and over the
last few years it has been in the hundreds of thousands of dollars. He also referenced the
30 amounts the City Council approved to supplement roads from the General Fund in past
years as follows:

- 32 • FY2015-16 - \$66,000
- FY2016-17 - \$800,000
- 34 • FY2017-18 - \$500,000

34 Mr. Gordon noted that RDA areas have also used funding for road improvements
but those are limited to those specific RDA districts (Home Depot business park area;
36 East side of State Street; 700 North) and can’t be used for city-wide projects. There was
then some general discussion following Mr. Gordon’s presentation including discussion
38 on transportation utility fees and options on how to help generate dedicated funds for
city-wide road maintenance.

40 Mayor Acerson called for any further comments or discussion from the Council.
Hearing none he moved on to the next agenda item.

42
44 **10. Closed Session — Closed Session to Discuss the Sale of Real Property.** The
City Council will enter into a closed executive session to discuss the potential sale
46 of real property per Utah Code 52-4-205. This session is closed to the general
public.

2 COUNCILMEMBER HOYT MADE A MOTION TO MOVE INTO A CLOSED
SESSION FOR THE PURPOSE OF DISCUSSING THE POTENTIAL SALE OF REAL
4 PROPERTY PER UTAH CODE 52-4-205. COUNCILMEMBER SWEETEN
SECONDED THE MOTION. THE VOTE WAS RECORDED AS FOLLOWS:

6 COUNCILMEMBER BEAN AYE
COUNCILMEMBER LUNDBERG AYE
8 COUNCILMEMBER BRODERICK AYE
COUNCILMEMBER HOYT AYE
10 COUNCILMEMBER SWEETEN AYE
THE MOTION CARRIED UNANIMOUSLY.

12
14 COUNCILMEMBER LUNDBERG MADE A MOTION TO CLOSE THE
CLOSED EXECUTIVE SESSION AND MOVE INTO THE REGULAR SESSION.
16 COUNCILMEMBER BRODERICK SECONDED THE MOTION. ALL PRESENT
VOTED IN FAVOR. THE MOTION CARRIED.

18 **11. Action Item — Job Reclassification; Recreation Supervisor.** The Council will
review and consider a request by the City Administrator and Parks & Recreation
20 Director to restructure the Parks & Recreation Department by creating a new job
classification titled ‘Recreation Supervisor’ for Hannah Silvey (current Recreation
22 Coordinator) who will assume supervisory responsibilities within the Department
and an adjusted pay range.

24
26 Mr. Cowie explained the Parks & Recreation Department currently has limited
supervisory positions with Heath Bateman, Parks & Recreation Director, performing
direct supervisory functions over nine employees and additional teachers, coaches, and
28 volunteers. He noted a restructuring of leadership within the department is needed to
spread supervisory responsibilities and grow leadership opportunities within the city
30 staff.

32 Mr. Cowie explained for the past six years Hannah Silvey has functioned in the
role of ‘Recreation Coordinator’ at the Parks & Recreation Department. After a couple
years in a part-time position she was moved into a full-time role. Over the last several
34 years she has essentially been the ‘go-to individual’ for most recreation and community
center programing and, with the assistance of another part-time Recreation Coordinator,
36 she organizes all coaching and teaching staff for all recreation and community center
programing.

38 Mr. Cowie went on to say she also has a key role in the planning and execution of
many city events and senior center functions and has been very successful in her assigned
40 duties and has helped to grow the uses and programming at the Community Center and
increased involvement of citizens in city activities. He noted that management staff has
42 discussed this new leadership role with Ms. Silvey and she is willing to take on
supervisory responsibilities within the Department as a ‘Recreation Supervisor’ with a
44 new job description, wage reclassification and adjustment with pay comparable to similar
positions in other cities throughout Utah. He then presented an updated department
46 hierarchy chart followed by some general discussion.

2 Mayor Acerson called for any further comments from the Council. Hearing none
he called for a motion.

4
6 COUNCILMEMBER HOYT MOVED TO APPROVE THE PROPOSED JOB
RECLASSIFICATION AND PAY ADJUSTMENT FOR HANNAH SILVEY AS THE
NEW RECREATION SUPERVISOR. COUNCILMEMBER LUNDBERG
8 SECONDED THE MOTION. THE VOTE WAS RECORDED AS FOLLOWS:
COUNCILMEMBER BEAN AYE
10 COUNCILMEMBER LUNDBERG AYE
COUNCILMEMBER BRODERICK AYE
12 COUNCILMEMBER HOYT AYE
COUNCILMEMBER SWEETEN AYE
14 THE MOTION CARRIED UNANIMOUSLY.

16 **12. Action Item — Merit Increases.** The City Council previously approved and
18 budgeted for a performance based 3% employee merit increase effective January
1, 2018. Per past practice the City evaluates mid-fiscal year budget constraints
and economic indicators to determine if recommended merit increases are still
20 financially practical. Given a healthy

22 Mr. Cowie stated the City Administration recommends that the Council authorize
employee merit pay per the previously approved FY2018 budget. He then referenced the
24 memo from Kristen Colson, Finance Director. He noted the 2017-2018 Lindon City
Budget included funding a 1.5% Cost of Living Allowance (COLA) increase effective
26 July 1, 2017 and a 3.0% merit increase effective January 1, 2018. The City Council asked
that the merit increase be reevaluated upon the completion of the 2016-2017 fiscal year
28 audit when we could evaluate our June 30, 2017 financial situation and ascertain if
economic trends would continue as anticipated. Mr. Cowie explained the 2016-2017
30 fiscal year audited financial statements shows revenue exceeding expenses by \$103,721
in the General Fund and the General Fund reserves are healthy with a fund balance of
32 \$2,516,327.

34 Mr. Cowie stated that indications show that the economy is stable and Lindon
City's sales tax revenue is expected to meet our projections. He also pointed out,
according to the U.S. Department of Labor, the Consumer Price Index (CPI) has
36 increased 2.0% from October 2016 to October 2017. The Utah Department of Workforce
Services (DWS) reported a 2.7% increase in employment statewide and 4.4% in Utah
38 County. The statewide unemployment rate is 3.3% and the unemployment rate in Utah
County is 2.8%.

40 Mr. Cowie concluded in light of these financial indicators, staff recommends that
the City Council approve a merit increase for city employees. He noted the merit increase
42 would only be for employees who qualify through their performance evaluations and
would be a maximum of a one-step increase on the wage schedule or 3.0% for employees
44 that are not a step, but in the mid-high range. The increase would be effective January 1,
2018. He then referenced the maximum fiscal impact of the merit increase on both wages
and benefits followed by some general discussion.
46

2 Mayor Acerson called for any further comments or discussion from the Council.
Hearing none he called for a motion.

4
6 COUNCILMEMBER SWEETEN MOVED TO AUTHORIZE EMPLOYEE
MERIT PAY PER THE APPROVED FY2018 BUDGET. COUNCILMEMBER
LUNDBERG SECONDED THE MOTION. THE VOTE WAS RECORDED AS
8 FOLLOWS:

COUNCILMEMBER BEAN AYE

10 COUNCILMEMBER LUNDBERG AYE

COUNCILMEMBER BRODERICK AYE

12 COUNCILMEMBER HOYT AYE

COUNCILMEMBER SWEETEN AYE

14 THE MOTION CARRIED UNANIMOUSLY.

16 **13. COUNCIL REPORTS:**

18 **Councilmember Hoyt** – Councilmember Hoyt reported he did the walk thru of the
facilities (community center and vet hall) yesterday with Heath Bateman. He also
20 reported that the Historic Preservation Commission worked hard and did a great job on
the Tree Lighting Ceremony. He noted it’s was a great event and Lindon tradition and
22 was well attended. The upcoming Chamber of Commerce luncheon will be held on
December 7th where they will meet for lunch at the Pizza Factory in Lindon.

24 **Councilmember Broderick** – Councilmember Broderick reported on the Tree Lighting
26 Ceremony commenting that it brings the community together and it is a good tradition to
continue. He also mentioned the tour of the facilities tonight showed we can invest some
28 money now to keep things from deteriorating further.

30 **Councilmember Bean** – Councilmember Bean reported the Planning Commission
discussed the interchange future alignment with UDOT and what it may or may not be.
32 He noted there are some issues with some developers and they are watching it carefully.

34 **Councilmember Lundberg** – Councilmember Lundberg reported on the North County
Summit she recently attended. They mentioned Pleasant Grove and recognized the
36 synergy going on between Lindon and PG. She noted they are focused on partnering
with business to help thrive the economic base.

38 **Councilmember Sweeten**– Councilmember Sweeten reported nothing to report.

40 **Mayor Acerson** – Mayor Acerson reported the Thanksgiving Dinner was a big success
42 with approximately 500 people in attendance and over 100 volunteers.

44 **14. Administrator’s Report:** Mr. Cowie reported on the following items followed by
discussion.

46 **Misc. Updates:**

- 2 • December newsletter
- 4 • January newsletter article: Carolyn Lundberg - Article due to Kathy Moosman last week in December
- 6 • Elected officials training – January 6th at ULGT office in North Salt Lake
- 8 • Sewer lift station #7 bond update (\$1.267 Million = Lindon’s approximate share of lift station and off-site utility improvement costs). We’ll tour the new lift station on January 16th.
- 10 • FT Employee updates: Two Water Division vacancies - new employees offered positions; Final interviews for Admin. Secretary at Police Department
- 12 • Misc. Items

Upcoming Meetings & Events:

- 14 • December 4th at 6:30 pm – Tree Lighting Ceremony at Community Center
- 16 • December 5th at 6:00 pm – Council tour of Community Center & Veterans Hall (prior to regular council meeting)
- 18 • December 22nd at Noon – Employee Christmas party at Community Center
- 20 • December 25th-26th – City offices closed for Christmas Holiday
- 22 • January 1st – City offices closed for New Years
- 24 • January 2nd at 7:00 pm – Swearing-in of elected officials at regularly scheduled Council meeting
- 26 • January 16th at 6:00 pm – tour of new sewer lift station (prior to Council meeting)

24 Mayor Acerson called for any further comments or discussion from the Council. Hearing none he called for a motion to adjourn.

Adjourn –

28 COUNCILMEMBER BRODERICK MOVED TO ADJOURN THE MEETING
30 AT 11:10 PM. COUNCILMEMBER SWEETEN SECONDED THE MOTION. ALL
32 PRESENT VOTED IN FAVOR. THE MOTION CARRIED.

34 Approved – December 19, 2017

36 _____
38 Kathryn Moosman, City Recorder

40 _____
42 Jeff Acerson, Mayor