

2 28The Lindon City Council held a regularly scheduled meeting on **Tuesday, May 21,**
4 **2019, beginning with a work session at 6:00 p.m.** in the Lindon City Center, City
Council Chambers, 100 North State Street, Lindon, Utah.

6 **WORK SESSION** – 6:00 P.M.

8 Conducting: Matt Bean, Mayor pro tem

10 <u>COUNCILMEMBERS PRESENT</u>	<u>ABSENT</u>
Matt Bean, Councilmember	Jeff Acerson, Mayor
12 Van Broderick, Councilmember	Mike Vanchiere, Councilmember
Jacob Hoyt, Councilmember	
14 Carolyn Lundberg, Councilmember - arrived 6:45	

16 **STAFF PRESENT**
Adam Cowie, City Administrator
18 Kristen Colson, Finance Director
Brian Haws, City Attorney
20 Kathryn Moosman, City Recorder

22 1. **DISCUSSION: Discussion on FY 2020 Proposed Budget:** The Lindon City
24 Council will review and discuss the proposed Fiscal Year 2020 budget. The
Council will provide direction on specific items.

26 Adam Cowie, City Administrator, stated the City Council will review and discuss
the proposed Fiscal Year 2020 budget and provide direction to staff on specific budget
28 items. He noted this is a work session for general discussion on budgetary matters for the
upcoming FY2020 budget and no public comment is required at this specific meeting.

30 He added while general direction may be given, no motion will be necessary and
staff will update the final budget as directed by the Council's recommendations and will
32 vote on the Final Budget on June 18, 2019.

34 Kristen Colson, Lindon City Finance Director, was in attendance to present her
budget presentation including the budget work session agenda items, updated Fund
Balance sheet and the 2019-2020 Major Budget Issues as follows:

36 **Budget Issue #1: Should Lindon City provide employees with a 2.0% Cost of Living**
38 **Allowance (COLA) increase and provide for a merit increase of 3.0% in January?**

40 Ms. Colson stated the Cost of Living Allowance (COLA) increase would be
effective July 1, 2019. She added the COLA increase has historically been based on the
42 average annual increase of the Consumer Price Index (CPI) from March-February. The
average annual increase of the CPI from March 2018 to February 2019 was 2.3%.

44 Ms. Colson explained Merit Increases are awarded based on employee evaluation
scores and would be effective January 1, 2020. In the past, the merit increase has been
46 based on the unreserved General Fund balance as a percentage of revenue. With a healthy

2 General Fund reserves of over 20% anticipated for FY2020, the recommended Merit Increase would be 3.0%.

4 Ms. Colson noted employees below the mid-point would progress one step if they score a 6 or higher on their performance evaluations. Employees at or above the mid-point range would receive the 3.0% performance-based merit increase. Employees who have reached the maximum wage on their range of the pay scale would receive a 3.0% one-time payout based on their performance evaluations, but their wage does not increase. Ms. Colson stated that historically COLA and merit increases have provided somewhat consistent buying power and kept salaries competitive with salary studies.

12 **Averages for the last 15 years are as follows:**

With no increases for 3 years:

- 14 • COLA:1.72%
- Merit: 2.02%
- 16 • Both: 3.73%

Taking out the no increase years:

- 18 • COLA: 2.14%
- Merit: 2.52%
- 20 • Both: 4.66%

22 Ms. Colson noted the Budget Committee recommended the following:

- A cap of 5% total be put on combination of COLA & Merit Increase.
- 24 • The Merit be weighted more so that employees can continue to progress within their pay range
 - 26 ○ The desired time frame to reach the top of the range should be about 12-14 years which is an average merit increase of 2.5-3.0% each year
- 28 • That the COLA increase be the difference between the cap and the Merit increase
- The COLA increase would be 2.0%, effective July 1, 2019
- 30 • The Merit increase would be 3.0% for employees in the mid-high range, effective January 1, 2020

32 The fiscal impact for this proposal of 2.0% COLA effective July 1, 2019 and a one step
34 or 3.0% merit increase effective January 1, 2020 is as follows:

	COLA only	Merit only	COLA & Merit
General Fund	\$79,198	\$85,690	\$166,602
Water Fund	\$4,542	\$6,203	\$10,869
Sewer Fund	\$4,247	\$3,730	\$8,052
Storm Water Fund	\$3,073	\$2,253	\$5,371
Recreation Fund	\$5,466	\$5,810	\$11,392
Citywide Totals	\$96,526	\$103,686	\$202,286

36 Ms. Colson stated this is included in the Proposed Budget.

38 Ms. Colson noted a survey of pay increases proposed by other entities for 2019-
40 2020 shows an average total increase of 3.94%. Alpine School District has a COLA of 5.8% plus variable Merit Increases.

42 Ms. Colson indicated at the May 7, 2019 Work Session, the City Council asked that staff explore additional pay increase scenarios. Staff added 12 scenarios 5 without

2 one-time payouts and 7 with one-time payouts. She then presented a chart differentiating
 the scenarios as follows:

		Merit on Wages			Mix of Merit 2% + 1% 1x
		3.0%	2.5%	2.0%	
COLA on Wages	2.0%	\$202,286 (\$19,561)	\$190,487 (\$16,329)	\$178,689 (\$13,097)	\$220,776 (\$19,561)
	1.5%	\$177,636 (\$19,424)	\$165,895 (\$16,208)		\$196,035 (\$19,424)
	1.0%	\$152,986 (\$19,286)			\$171,295 (\$19,286)
Mix of COLA 1% + 1% 1x		\$200,286 (\$19,286)	\$188,603 (\$16,086)	\$176,920 (\$12,886)	\$218,894 (\$19,286)

Amount in parentheses is the cost of the 1x merit payout for maxed employees and is included in the amount above it

4

6 There was then some general discussion regarding Merit and COLA increases
 including other entities and cities comparisons.

8 Councilmember Bean stated he likes the information and charts presented, but he
 would like to have a full Council to weigh in on this discussion before adoption; he is not
 10 sure he is ready tonight without more representation. He agrees this would be a good year
 to approve the recommended Merit and COLA and he would like to be able to finalize
 12 this sooner rather than later.

14 Councilmember Broderick stated this is a difficult item in the budget as he wants
 to keep employees happy and motivated yet be fair to the residents. The market is
 healthy, but he still likes the one-time payout that can be structured in a way to keep
 16 employees motivated. This is good year for a reduction in health benefits. He added he
 would also like to see past years increases and decreases on health care.

18 Councilmember Hoyt agrees this is a hard budget decision. He stated this is a
 good financial year and everyone is doing great things throughout the departments, and to
 20 go above 4% this would be the year. He also wants to be fair to the employees and the
 taxpayer. He would also like to have a full Council before making a final decision as he is
 22 not 100% there yet.

24 At this time, Mr. Cowie explained the pay range chart. He indicated they are
 trying to have employees continue to move up in the range without them considering
 moving to another municipality/jurisdiction and to keep competitive. Mr. Cowie also
 26 spoke on performance evaluation scores and the process. He noted the expectations and
 criteria (12 performance standards) with the supervisors doing the evaluations. He
 28 pointed out that citywide we are at about 8.5 on scores; we are scoring well but certainly
 not all employees are at 10.

30 Following some additional discussion, the Council was in agreement to leave the
 5% in the budget for now until the next meeting in order to have a full council in
 32 attendance before making a decision.

34 **Budget Issue #2: Should Lindon City increase Water, Sewer, Storm Water, Garbage
 and Recycling utility rates?**

36

38 Ms. Colson explained the increases for Water, Sewer and Storm Water utility
 rates are still tentative, pending JUB Engineers completion of this year's utility rate

2 study. They are recommending a 9% increase on culinary water rates, 2.3% (CPI)
increase on sewer utility rates and 2.3% (CPI) increase on storm water utility rates.

4 Ms. Colson indicated the garbage and recycling rates will increase 3% in order to
cover Republic Services 3% increase on collection services. Republic Services has been
6 increasing fuel surcharges (variable month-to-month). The monthly garbage rates would
increase from \$10.00 to \$10.30 for the first can and from \$8.50 to \$8.76 for each
8 additional can and monthly recycling rates would increase from \$3.60 to \$3.71 per can.

10 Mr. Cowie explained the changes in the original projections i.e., Ivory Homes
coming in, changes in revenue, tier rate structure, large meter reading error, multi-units
etc. He noted Orem City adopted a 7-year incremental plan last year that is very similar
12 to Lindon's to ensure we don't lag behind.

14 Councilmember Broderick stated he is comfortable with what we are doing, but
wants to know how are we adjusting (with a one or two year plan), noting we are in the
middle of finishing a 5-year plan and there was going to be some increases and how the
16 5-year plan is adjusting to the new plan so we can be proactive and not reactive in the
future.

18 Following some general discussion regarding Budget Issue #2 the Council was in
agreement to approve this budget issue as presented. Mr. Cowie stated they will continue
20 the discussion with Budget Issue #3 in the regular session.

22 Mayor pro tem Bean and the Council thanked Ms. Colson and Mr. Cowie for the
good information and for their hard work on the budget.

24 **REGULAR SESSION** – 7:00 P.M.

26 Conducting: Matt Bean, Mayor pro tem
Pledge of Allegiance: Van Broderick
28 Invocation: Matt Bean

30 **PRESENT**

Matt Bean, Councilmember
32 Carolyn Lundberg, Councilmember
Van Broderick, Councilmember
34 Jacob Hoyt, Councilmember
Adam Cowie, City Administrator
36 Brian Haws, City Attorney
Mike Florence, Planning Director
38 Kathryn Moosman, City Recorder

EXCUSED

Jeff Acerson, Mayor
Mike Vanchiere, Councilmember

40 **1. Call to Order/Roll Call** – The meeting was called to order at 7:00 p.m.

42 **2. Presentations/Announcements** –

- 44 a) **Comments/Announcements from Mayor and Council** – There were no
announcements at this time.
46 b) **Presentation: Pleasant Grove Strawberry Days, June 15th-22nd.** The Miss PG
Royalty & PG Rodeo Royalty will present information on upcoming
Strawberry Days events.

2 The Miss Pleasant Grove Royalty and Strawberry Days Rodeo Royalty were in
attendance to present information on the upcoming Strawberry Days events. Brooklin
4 Allen, 2019 Miss Pleasant Grove, presented general information about the upcoming
Strawberry Days festival and introduced her attendants: Kinsie Robbins, Kennadie
6 Austin, Isabella Adams, and Belinda Tapia who each mentioned an individual event
including some of the following: Huck Finn Days, Concert in the Park, Carnival,
8 Children’s Art Show, Baby Contest, Princess Party and the Grand Parade. Ms. Allen then
turned the time over to the Rodeo Royalty to present details of the Strawberry Days
10 Rodeo.

Izzie Barns, 2019 Strawberry Days Rodeo Queen, was in attendance to present
12 information about the Strawberry Days Rodeo noting the Rodeo starts at 7:00 pm (pre-
show) with the new “Kids Zone” held every night before the rodeo. The rodeo is held
14 Wednesday through Saturday with many fun events including mutton bustin, bull riding,
and the great fireworks show. They invited the Mayor and Council out to the Rodeo
16 noting it is a very fun event for the entire family.

Ms. Allen then thanked the Council for all the support Lindon City shows to the
18 pageant and to the program. They also presented the Mayor and Council with a
strawberry cheesecake and invited them to come out and enjoy the week long Strawberry
20 Days events and festivities. Mayor pro tem Bean and the Council thanked the Royalty for
the invitation and the cheesecake noting the Council always looks forward to the
22 Strawberry Days Celebration.

24 **3. Approval of Minutes** – The minutes of the regular meeting of the City Council
meeting of May 7, 2019 were reviewed.

26
COUNCILMEMBER HOYT MOVED TO APPROVE THE MINUTES OF THE
28 REGULAR CITY COUNCIL MEETING OF MAY 7, 2019 AS PRESENTED.
COUNCILMEMBER BRODERICK SECONDED THE MOTION. THE VOTE WAS
30 RECORDED AS FOLLOWS:

32 COUNCILMEMBER BEAN	AYE
COUNCILMEMBER LUNDBERG	AYE
COUNCILMEMBER BRODERICK	AYE
34 COUNCILMEMBER HOYT	AYE

THE MOTION CARRIED UNANIMOUSLY.

36
4. Open Session for Public Comment – Mayor pro tem Bean called for any public
38 comment not listed as an agenda item. There were several in attendance who
addressed the Council as follows:

40
Jamie Gardner: Ms. Gardner expressed her concerns with the proposed reception
42 center off Gillman Lane and her concerns with safety and the need for a traffic study as it
impacts them and the entire neighborhood. She pointed out the access off and on
44 Lakeview and Gillman Lane is terrible. There will be a lot more vehicles and they have a
lot of kids in the neighborhood.

2 Mayor pro tem Bean invited the Planning Director forward to give a brief
background on the proposed event center. Mr. Florence stated the city received a site
4 plan application for a reception center just off of Gillman Lane. The city sent out public
notices per city code, to everyone within 800 ft. of that property. The property is zoned
6 commercial storage of which a reception center is a permitted use in that zone. The
Planning Commission reviewed this item and heard public comment. They continued this
8 item at the last meeting. The Commission requested that a light study be completed and
also asked that the police chief and city engineer look into any traffic safety
10 improvements that can be made. They also required that the design of the building must
meet the commercial design standards and also required the masonry wall and additional
12 buffering landscaping requirements.

14 Mr. Cowie stated next Tuesday's meeting (May 28th) would be the best
opportunity to voice opinions regarding this issue.

16 **Angie Neuwirth:** Ms. Neuwirth stated she was at the meeting and she felt the Planning
Commission didn't want to do the traffic study because even if a study was done there is
18 nothing the Commission could do because if it meets the ordinance and code they would
have to approve. Because there are health and safety issues and issues with the access
20 etc., this is an issue that needs to go before the City Council and be deliberated. The
street that is on the master plan needs to go through for access.

22 **Lisa Stark:** Ms. Stark stated she lives on Gillman Lane. She indicated she has letters
24 from her neighbors opposing the event center. She then read one of the letters. She
pointed out if the meeting was continued with the stipulation that the police and the
26 engineer were going to access accidents etc. and go before the City Council then why
have they started building when it has not been approved yet.

28 Mr. Florence stated they put a stop work order on the building today and ordered
30 them to stop working and if they don't stop, they will be fined \$400 a day.

32 Ms. Stark went on to say as residents, they want to make sure safety is the main
concern. With all due respect, they feel that the city has not realized decisions of the past
34 and if this process is not done in the proper way there will be a feeling of mistrust. If the
city is not willing to do their due diligence, they will hire someone as a private resource
36 who will address this issue so the safety on Gillman Lane is mitigated.

38 Mayor pro tem Bean advised the residents to attend the planning commission
meeting on May 28th where these concerns and issues that brought the continuance will
40 be addressed. Mr. Cowie pointed out that the City Council is the appeal authority and
there is a small window of time for the opportunity for an appeal to be filed. Mr. Florence
42 then explained the appeals process.

44 Mayor pro tem Bean called for any further comments or discussion. Hearing none
he moved on to the next agenda item.

46 **5. Consent Agenda Items** – The following consent agenda items were presented for
approval.

- 2 a) Change Order #3 on the 2017 Street Maintenance Projects for Staker
4 Parsons to complete additional street maintenance work on 200 South
between 2000 West and 1250 West and elimination of street maintenance
work on Locust Avenue, 1200 West, 135 South, and 1060 West.
- 6 b) Reimbursement agreement. The Council will review and consider
8 approval of a reimbursement agreement with the City of Vineyard for their
portion of 200 South road improvements being completed by Lindon City.

10 COUNCILMEMBER HOYT MOVED TO APPROVE THE CONSENT
12 AGENDA ITEMS AS PRESENTED. COUNCILMEMBER LUNDBERG SECONDED
THE MOTION. THE VOTE WAS RECORDED AS FOLLOWS:

14 COUNCILMEMBER BEAN AYE
14 COUNCILMEMBER LUNDBERG AYE
16 COUNCILMEMBER BRODERICK AYE
16 COUNCILMEMBER HOYT AYE
HE MOTION CARRIED UNANIMOUSLY.

18

CURRENT BUSINESS

20

22 6. **Review & Action — Maxfield Hollow Major Subdivision; Jake Davis.** The
City Council will review and consider a request for major subdivision approval of
24 a seven-lot single family residential subdivision located at approximately 800
West and Lakeview Road. (Utah County Parcel #'s 14:067:0162; 14:067:0164;
14:067:0178; 14:067:0181; 14:067:0177), in the Lindon City R1-20 zone. The
26 planning commission recommended approval.

28 Mr. Florence led this discussion by giving a summary of the key issues noting the
applicant is seeking major subdivision approval for a seven-lot residential subdivision.
30 He explained the Maxfield Hollow Subdivision will reconfigure five existing lots into
seven. The subdivision plan also includes the extension of 250 North to 800 West, which
32 will be a public street. He noted the Planning Commission Recommended approval for
this item on May 14th, 2019. He also indicated the City Council is the Land Use
34 Authority for a Major Subdivision of four lots or more.

36 Mr. Florence then mentioned the recommended conditions of approval from the
Planning Commission followed by discussion. He noted this application meets code
requirements and is a pretty straightforward request.

38 Mayor pro tem Bean called for any further comments or discussion from the
Council. Hearing none he called for a motion.

40

42 COUNCILMEMBER LUNDBERG MOVED TO APPROVE THE
APPLICANT'S REQUEST FOR SEVEN LOT MAJOR SUBDIVISION APPROVAL
44 WITH THE FOLLOWING CONDITIONS: 1. THE APPLICANT WILL CONTINUE
TO WORK WITH THE CITY ENGINEER TO MAKE ALL FINAL CORRECTIONS
TO THE ENGINEERING DOCUMENTS AND PLAT; 2. THE PLANS AND PLAT
46 WILL MEET RELEVANT SPECIFICATIONS AS FOUND IN THE LINDON CITY
DEVELOPMENT MANUAL; 3. THE APPLICANT WILL COMPLY WITH ALL

2 BONDING REQUIREMENTS; 4. 250 WEST WILL BE DEDICATED TO THE CITY
AS A PUBLIC STREET; 5. ALL ITEMS OF THE STAFF REPORT.

4 COUNCILMEMBER HOYT SECONDED THE MOTION. THE VOTE WAS
RECORDED AS FOLLOWS:

6 COUNCILMEMBER BEAN AYE
COUNCILMEMBER LUNDBERG AYE
8 COUNCILMEMBER BRODERICK AYE
COUNCILMEMBER HOYT AYE

10 THE MOTION CARRIED UNANIMOUSLY.

12 7. **Public Hearing — Amendment to Sign Ordinance; Ordinance #2019-8-O.**

14 The City Council will accept public comment as it reviews and considers approval
of Ordinance amendment #2019-8-o amending Lindon City Sign Code Chapter
18.03 to modify the allowable square footage for directional signs. Application is
16 made by Phil Haderlie on behalf of doTerra.

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

22 Mr. Florence opened the discussion by stating Phil Haderlie (who is in
attendance) made application on behalf of doTerra to amend Title 18.03.030 to allow for
24 increased directional signage in the Regional Commercial Zone. Mr. Florence stated Staff
and the planning commission felt that if the City decides to amend the sign code to allow
26 for increased sign area for directional signs then the City should consider, as well,
allowing increased signage for the Heavy and Light Industrial zones due to sign visibility
28 for delivery trucks.

30 Mr. Florence explained that the purpose of the request for increased directional
sign area is to allow for larger font size for ease of readability for large delivery vehicles.
He noted a Directional Sign, as defined in Lindon City Code 18.03.020 means: any sign
32 used to direct traffic flow into or out of a parking lot through a City approved drive
approach. He noted the sign code currently allows a maximum height of three feet and a
34 maximum sign area of 6 feet. He indicated that Mr. Haderlie is proposing is to allow a
maximum height of 3 feet and a maximum sign area of 12 square feet. These dimensions
36 would allow for a 3' x 4' directional sign. Mr. Florence then referenced a chart with
typical directional signs.

38 Mr. Florence referenced the Proposed Ordinance Language as follows:

- 40 1. Directional signs require a sign permit from the City
- 42 2. Only one (1) Directional sign is allowed for each City approved drive approach.
- 44 3. Directional signs shall meet the following requirements:
 - 46 a. Not exceed three feet (3') in height; and
 - b. Not exceed six (6) square feet in area.
4. In the Regional Commercial, Heavy Industrial and Light Industrial zones, a
maximum of three feet in height and twelve (12) square feet in area. The
Maximum letter height is nine (9) inches for each sign face;
 - a. In all other commercial land use districts, a maximum of three feet (3') in

2 height and six (6) square feet in area.
3 5. Directional signs are permitted in all zones.

4

Mr. Florence stated Staff reviewed a number of codes from different municipalities to analyze how other communities address allowable square footage for directional signs. He then presented the list of findings for discussion.

8

Mr. Florence stated the applicant provided some information on their site plan from the United States Sign Council Foundation (USSCF) and the Federal Highway Administration sign manual. Staff reviewed USSCF material and it appears that the 360-foot visibility recommendation provided by the applicant is consistent with USSCF data calculations. USSCF recommends that with any signage the viewer reaction time, viewer reaction distance, letter height, copy area and negative space be considered. One thing that staff did notice was that while USSCF did recommend a 360' distance for readability for a road like 400 N. and with speeds at 30 MPH, their model sign code had a recommended directional sign area of six square feet.

16

Mr. Florence stated Mr. Haderlie also provided information from the Federal Highway Administration (FHA) sign manual. FHA recommends "a minimum specific ratio of 1 inch of letter height per 30 feet of legibility distance." While the FHA standards are designed for such signs as "railroad crossing", "road closed," and "stop" signs to name a few, they act as a good reference for determining appropriate letter height. Mr. Florence stated they measured a number of "public" warning and information signs around Lindon, and for example, a "stop" sign has 9" lettering, a "dead-end" sign has 5" lettering and an "address street sign" has 6" lettering.

24

Mr. Florence noted staff also evaluated a few existing directional signs at different businesses in the area. The Comcast sign is 4'10" tall by 3' wide sign (12 sq ft) with 2.5" lettering. The lettering could not be seen visibly from 360 feet but an adjacent "dead end" sign with 5" letter could be seen just fine. Along with the size of the letter, as per USSCF, the copy area and negative space have a lot to do with the visibility of the sign. "Dead end" and "stop" signs work well because of the contrasting colors and dark lettering. He noted they also evaluated the existing delivery sign at doTerra in Pleasant Grove. That sign is 4.5' tall and 3' wide with 4-inch lettering. The doTerra sign was somewhat easier to see at a distance under 300 feet but the lettering was still difficult to read.

34

Mr. Florence indicated an additional item the planning commission considered was that directional signs are allowed for each drive approach and in addition to other allowable monument signs. Monument signs, at a minimum, are allowed to be at least 36 square feet and 6 feet in height. He noted as staff evaluated different directional signs around Lindon, they were difficult to find and there was generally a lack of these types of signs installed by businesses. The purpose in providing the above measurements is that the square footage may need to be increased for business areas with large delivery trucks so drivers can safely see the signs at a distance of at approximately 360'.

40

Mr. Florence further explained the main increase that the applicant is requesting would be to increase the width from approximately two feet to four feet to allow a 3'x4' directional sign. He then presented some examples doTerra provided of the types of signage they are looking to install. While the sign measurements on their proposal are not compliant with their ordinance amendment proposals, the council can evaluate the type of

46

2 sign they are considering. He indicated the General Plan has a land use goal to “build
4 upon existing commercial site design and development standards, including architectural
design guidelines and guidelines for landscaping and signage, to express the desired
overall image and identity as outlined in the Community Vision Statement.

6 Mr. Florence then presented the site plan, doTerra sign examples and the
proposed ordinance followed by discussion including letter height, sign size and
8 unintended consequences. Mayor pro tem Bean called for any public comment at this
time.

10 Mr. Spencer Barron asked if the language in the code differentiates a directional
sign to a monument sign and what prevents a directional sign from becoming a
12 monument sign.

14 Mr. Florence explained what a directional sign is noting they typically don’t have
advertising just directional information. Brian Haws, City Attorney, commented if it
wasn’t used for directional purposes, then courts are pretty clear when we can’t regulate
16 content of the signs and the numbers would limit that; there is also a distance separation.
Mr. Florence then turned the time over to the applicant for comment.

18 The applicant, Mr. Haderlie, explained they are proposing this because they want
to give drivers time to see the sign as to be able to stop in time and to make good
20 decisions at the turn. He indicated the entrance and exit signs look identical so there
could be potential public safety issues involved; they are just trying to make sure they get
22 the right size of sign to allow a meaningful and readable message and to ensure the sign
looks nice.

24 Mayor pro tem Bean called for any public comments. Hearing none he called for
a motion to close the public hearing.

26
28 COUNCILMEMBER HOYT MOVED TO OPEN THE PUBLIC HEARING.
COUNCILMEMBER BRODERICK SECONDED THE MOTION. ALL PRESENT
VOTED IN FAVOR. THE MOTION CARRIED.

30
32 Mayor pro tem Bean called for any further comments or discussion from the
Council. Hearing none he called for a motion.

34 COUNCILMEMBER BRODERICK MOVED TO APPROVE ORDINANCE
AMENDMENT 2019-8-O AS PRESENTED. COUNCILMEMBER HOYT
36 SECONDED THE MOTION. THE VOTE WAS RECORDED AS FOLLOWS:
COUNCILMEMBER BEAN AYE
38 COUNCILMEMBER LUNDBERG AYE
COUNCILMEMBER BRODERICK AYE
40 COUNCILMEMBER HOYT AYE
THE MOTION CARRIED UNANIMOUSLY.

- 42
44 **8. Public Hearing — FY 2020 Proposed Budget; Resolution #2019-14-R.** The
City Council will accept public comment as it reviews and considers adoption of
its FY 2020 Proposed Budget. The Council will give direction on major budget
46 issues and other citywide budgetary issues. A public hearing will be held on June
18, 2019, to amend the FY2019 budget and to adopt the FY2020 Final Budget.

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

6 Kristen Colson, Lindon City Finance Director, continued the discussion from the
work session beginning with Budget Item #3.

8
10 **Budget Issue # 3: Should Lindon City charge a service fee when customers pay with a
credit card?**

12 Ms. Colson explained Lindon City is taking more payments by credit card and we
are paying 45% more in credit card merchant fees than 2 years ago. Credit card payments
14 are taken through multiple portals and via face-to-face, phone and online channels.
Lindon City also currently charges a convenience fee to accept court payments online
16 (\$2.00) over the phone (\$1.50). We do not charge any other fees to use a credit card for
payments. We also limit credit card payments in the Community Development
18 department to no more than \$300.

20 Ms. Colson noted there are two types of fees: Convenience Fees and Service Fees
as follows:

<u>Convenience Fees</u>	<u>Service Fees</u>
22 ·Flat rate	·Flat rate or percentage based
24 ·Cannot be charged on (Building Permits) Auto pay transactions	·Cannot be charged on utility payments ·Can be charged to just credit card payments
26 ·Must be charged on ACH payments also (electronic checks)	

28
30 Ms. Colson stated Lindon City would need to work with our credit card vendors
in order to set up these fees and must be approved by Visa and the process could take
about 60 days.

32 Ms. Colson noted the survey of service fees charged by other organizations is
included in the staff report. She pointed out that taking credit cards is a convenience for
34 both Lindon City and the customers. Lindon City has been able to cover merchant fees
with our revenue, however, some of Lindon's fees have not increased to include the
36 increasing amount of merchant fees we are being charged. She pointed out that
recreational sports registrations are now all online. She noted merchant fees are not
38 calculated into Building permits. She added if we start charging a service fee, this could
increase the number of returned checks.

40 Following some general discussion including the use of a possible cap on a
building permit fee, the Council was in agreement with Budget Issue #3 to charge a
42 service fee when customers pay with a credit card. They also agreed this is a good
starting place to see how it works noting most people are aware there are vendor and
44 merchant fees and if it is built in that will be beneficial.

46 **Ms. Colson then reviewed Property Tax Rates as follows: *for discussion only***

- Consider keeping the certified tax rate (CTR) (set by county auditors) the same or

- 2 apply an inflationary increase
- 4 • Keeping the 2017-2018 rate for 2018-2019 would have resulted in additional revenue of \$76,700.
 - 6 • Keeping the 2016-2017 rate would have resulted in additional revenue of \$217,400 in 2017-2018, and \$309,400 in 2018-2019

8 Ms. Colson indicated that applying an inflationary increase (2.1% CPI) to 2018-2019 the recommended CTR would have resulted in additional revenue of \$38,000. She noted the CTR is available around the 10th of June. With the Truth in Taxation Process, the budget would not be adopted until August, as per State Code.

12 Ms. Colson further explained as property valuations increase, Utah County decreases Lindon City's CTR in order to provide the city with the same revenue as the previous year (excluding growth). This method does not allow for property tax revenues to cover expenses that typically increase each year, hence losing buying power. Keeping the same CTR as valuations increase is considered a tax increase and must go through the Truth in Taxation process. Ms. Colson indicated keeping the 2017-2018 rate for 2018-2019 would have resulted in additional revenue of \$76,700. Keeping the 2016-2017 rate would have resulted in additional revenue of \$217,400 in 2017-2018, and \$309,400 in 2018-2019.

22 Mr. Cowie presented a graph showing the historical background on property taxes on a typical residential home in Lindon followed by discussion. He noted even though property valuations are increasing over time they are not big jumps. The average residential property tax in Lindon for 2018 was \$229.68 (on \$300,000 value home). He noted evaluations are done by the Utah County appraiser. He also explained the Truth in Taxation process if they so choose. Ms. Colson pointed out that property tax is a more stable tax than sales tax.

28 Councilmember Bean commented there are many philosophical arguments related to property tax and how it is unfairly burdensome to property owners, but the biggest increases are allocable from what the school districts have done over the years. People seem to not often talk about those increases, but if it were the city increasing taxes they would be up in arms. He would like to see our property tax revenues become more stable and therefore increase slightly based on some kind of an index. He understands this is not a popular position but is defensible.

36 Councilmember Lundberg spoke on Truth in Taxation and what has to be publicized. She noted the past 20 years Lindon has had a flat tax. She would want to make sure there is excellent communication with residents and take the same approach as we did for the PARC Tax etc. This would be tough to legislate but she feels there would be a way to do it through education; she would be open to discussion.

40 Councilmember Hoyt stated he attended a conference with Mr. Cowie at the School District. He understands the reasons as well and inflation concerns him. He stated we have some revenue producers in place that makes it so we don't have to rely on property tax which is risky. We have also done some fiscally responsible things that mitigate the reasons we would want to increase taxes as a more stable piece of the revenue but he is not ready to pull the trigger. Councilmember Broderick stated he would like to see what the legislature will do.

2 Mr. Cowie pointed out Lindon City has raised property taxes only once in 30
4 years (2009). He stated when they get the numbers from Utah County, they will bring this
back for further discussion.

6 **Ms. Colson then went over the fee schedule changes noting most of the changes are
8 just cleaning up wording etc.**

8 **Ms. Colson stated this Budget Also Includes the following:**

- 10 • An extra debt service payment for the Public Safety building of \$180,000
- 12 • \$1,300,000 for road improvement projects
- 12 • New fleet trucks for Public Works (2) and Parks (2)
- 14 • Creekside Park improvements \$314,300 with grant to offset \$142,860
- 14 • City Center playground replacement for \$250,000 paid for with PARC Tax
- 16 • New slide at Aquatics Center for \$150,000 with funding available from General
Fund, State Street RDA, &/or PARC Tax
- 18 • \$150,000 for pickleball courts at Pheasant Brook Park paid for with impact fees
- 18 • Restrooms and drinking fountain at Fryer Park for \$100,000 paid for with impact
20 fees

20 Councilmember Broderick stated he would like to see the money for the slide at
22 the Aquatics Center split between the RDA and PARC tax (not from the General Fund)
and pay an additional 2 years down on the public safety building. Following discussion,
24 the Council stated they were in agreement with Councilmember Broderick's suggestion.
Ms. Colson said she will run the numbers and make the adjustment. There was then some
26 general discussion regarding the PARC tax fund balance (\$587,000) and General Fund
Balances.

28 **Ms. Colson then went over the General Fund Unappropriated Fund Balance
30 Projections as follows:**

- 32 • 2018-2019 Ending Fund Balance of \$2,507,550.
 - 32 ○ This is 23.3% of 2019FY projected revenues. The maximum state limit is
25%, which would be a balance of \$2,694,493.
- 34 • 2019-2020 Ending Fund Balance of \$2,608,427
 - 36 ○ This is 24.9% of 2020FY projected revenues. The maximum state limit is
25%, which would be a balance of \$2,622,756.

38 Following some additional discussion, Mr. Cowie stated they will present the
40 finalize utility rates study, finalize the Merit and COLA discussion, and confirm the
Merchant fees at the next meeting.

42 Mayor pro tem Bean called for any public comments. Hearing none he called for
a motion to close the public hearing.

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

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

4
6 COUNCILMEMBER BRODERICK MOVED TO APPROVE RESOLUTION
2019-14-R APPROVING THE FY2020 PROPOSED BUDGET AND AMEND THE FY
2019 BUDGET WITH CHANGES AS DISCUSSED. COUNCILMEMBER HOYT
8 SECONDED THE MOTION. THE VOTE WAS RECORDED AS FOLLOWS:

COUNCILMEMBER BEAN AYE

10 COUNCILMEMBER LUNDBERG AYE

COUNCILMEMBER BRODERICK AYE

12 COUNCILMEMBER HOYT AYE

THE MOTION CARRIED UNANIMOUSLY.

14
16 *Mayor pro tem Bean called for a five-minute recess at this time.*

18 **9. Recess to Lindon City Redevelopment Agency Meeting (RDA).**

COUNCILMEMBER BRODERICK MOVED TO RECESS THE LINDON
20 CITY COUNCIL MEETING AT 9:16 PM AND CONVENE AS THE LINDON CITY
REDEVELOPMENT AGENCY. COUNCILMEMBER HOYT SECONDED THE
22 MOTION. THE VOTE WAS RECORDED AS FOLLOWS:

COUNCILMEMBER BEAN AYE

24 COUNCILMEMBER LUNDBERG AYE

COUNCILMEMBER BRODERICK AYE

26 COUNCILMEMBER HOYT AYE

THE MOTION CARRIED UNANIMOUSLY.

28
30 **10. Review & Action — Lifeguard Compensation Amendments.** Parks &
Recreation Director, Heath Bateman, is requesting compensation amendments for
lifeguard positions.

32
34 Mr. Bateman led this discussion by stating they rely heavily on 15-year-old
employees at the Aquatics Center as our need for staff numbers are so high. Because of
the Fair Labor Standards Act (FLSA) they are limited on how many hours and when 15-
36 year-old employees can work. Therefore, they will not be allowing 15-year-old
employees to work earlier than 7:15am and/or later than 8:45pm. He indicated this could
38 put our evening rental parties as risk of not having enough staff as our employees older
than 15 years old is very limited.

40 Mr. Bateman stated because of these issues they are requesting a differential pay
increase for those employees 16 years and older who are scheduled to work the rental
42 party shifts of \$1.00 per hour as an incentive for them to accept and work their shifts.
Because of the staff issues, on Mondays and Thursdays, they will be closing the pool
44 earlier this year at 8:45pm (45 minutes earlier than last year).

46 Following some general discussion, the Council was in agreement this is a
reasonable request to incentivize and keep the Aquatics Center staffed with lifeguards.

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

4
6 COUNCILMEMBER BRODERICK MOVED TO APPROVE THE REQUEST
FOR COMPENSATION AMENDMENTS FOR LIFEGUARD POSITIONS FOR
LIFEGUARD POSITIONS. COUNCILMEMBER LUNDBERG SECONDED THE
8 MOTION. THE VOTE WAS RECORDED AS FOLLOWS:

COUNCILMEMBER BEAN AYE

10 COUNCILMEMBER LUNDBERG AYE

COUNCILMEMBER BRODERICK AYE

12 COUNCILMEMBER HOYT AYE

THE MOTION CARRIED UNANIMOUSLY.

14
11. Review & Action — Municipal Wastewater Planning Program (MWPP)

16 **2018 Annual Report; Resolution # 2019-15-R.** The City Council will review
and consider approval the Municipal Wastewater Planning Program (MWPP)
18 2018 Annual Report which has been submitted to the state Division of Water
Quality. The Public Works Director, Brad Jorgensen, City Engineer, Noah
20 Gordon, and Wastewater Supervisor, Kevin Muhlstein will present.

22 Public Works Director, Brad Jorgensen and Wastewater Supervisor, Kevin
Muhlstein were in attendance to present the Municipal Wastewater Planning Program
24 (MWPP) 2018 Annual Report which has been submitted to the state Division of Water
Quality. Mr. Jorgensen stated part of the requirements of this evaluation for any monies
26 from the state is that they present this to the Council for their approval of the findings and
then submit the report to the state.

28 Following some general discussion regarding the summary report, the Council
thanked Mr. Jorgensen and Mr. Muhlstein for the presentation and valuable information
30 and for their good works for the city.

32 Mayor pro tem Bean called for any further comments or discussion from the
Council. Hearing none he called for a motion.

34 COUNCILMEMBER BRODERICK MOVED TO APPROVE RESOLUTION
#2019-15-R APPROVING THE 2018 MUNICIPAL WASTEWATER PLANNING
36 PROGRAM (MWPP) ANNUAL REPORT WITH RECOMMENDED CHANGES AS
DISCUSSED. COUNCILMEMBER LUNDBERG SECONDED THE MOTION. THE
38 VOTE WAS RECORDED AS FOLLOWS:

COUNCILMEMBER BEAN AYE

40 COUNCILMEMBER LUNDBERG AYE

COUNCILMEMBER BRODERICK AYE

42 COUNCILMEMBER HOYT AYE

THE MOTION CARRIED UNANIMOUSLY.

44
46 **12. Discussion Item — Secondary Water Metering Requirements.** The City
Council will be presented with information about the future of secondary water
metering and discuss the implications of SB 52 passed in the last legislative

2 session.

4 Mr. Cowie gave a brief update stating SB52 just passed through the last
6 legislative session and part of the requirement is that we have to submit a report by the
8 end of this calendar year that outlines how we are going to implement citywide secondary
10 water metering including costs, when it will be done and how it will be funded. The state
12 will then take the data from these entities and reports and pin the city down for an
14 implementation date. Mr. Cowie indicated there is a sense of urgency to get state funding
16 as more entities will be competing for the funding. He noted this issue will be discussed
18 more in the next several months.

12 Public Works Director, Brad Jorgensen and City Engineer, Noah Gordon were in
14 attendance for this discussion item. Mr. Gordon gave his presentation with information
16 about the future of secondary water metering and discussed the implications of SB 52
18 passed in the last legislative session as follows:

16 Mr. Gordon explained that meters will be required on all new services designed
18 after April 1, 2020 (no mandate to meter existing system as yet). The metering plan by
20 the city will be required to be filed with the Division of Water Resources by December
22 31, 2019, to include the following:

- 20 • Cost of full metering.
- 22 • How long it will take to complete including start date and completion date.
- 24 • How the city will finance the metering.

24 Mr. Gordon stated a study by the Utah Water Task Force (DWR) of issues related
26 to metering secondary water within Utah to be reported by mid-November 2019. The
28 report will need to include the following:

- 28 • Cost
- 30 • Timing
- 32 • Need for exemptions
- 34 • Resources to pay for the metering
- 36 • Any other relevant issues

32 Mr. Gordon noted an annual report by the city will be submitted each year by
34 March 31st to the DWR and will include the following:

- 36 • Volume of Water used
- 38 • Number of meters
- 40 • Service boundary description
- 42 • Number of connections
- 44 • Volume received from sources

40 Mr. Gordon stated beginning July 1, 2019; the Board of Water Resources may
42 make up to \$10,000,000 in low interest loans available each year as follows:

- 44 • 16% of 1% sales tax increase
- Payback interest of ~1%

2 Mr. Gordon stated Meters required on all new services in design and vested after
April 1, 2020 are as follows:

- 4 • Anderson Farms is already installing meters
- 6 • City is already requiring meter setters with “jumpers” ready fore meters on all new projects.

8 Mr. Gordon stated the cost of full metering is as follows:

- 10 • 2404 existing secondary water connections without meters
 - Anderson Farms is installing meters
- 12 • \$1500 -\$2000 cost to retro-fit and install the meter on an existing connection = \$3.6M - \$4.8M

14 Mr. Gordon stated the Timing and Financing of full Metering is as follows:

- 16 • How long it will take Lindon to complete full metering?
 - Start date
 - Completion date
- 18 • How will Lindon finance full metering?
 - 20 ○ Water fund balance
 - Grants
 - 22 ○ Low-interest loan
 - Bond
 - Other

24
26 Following the presentation, there was some general discussion regarding the information presented. Mr. Cowie stated the city currently has the funds to pay for this but has concerns that the city may not get the stated funding. Councilmember Hoyt stated he is not ready to move forward until it is mandated and not commit to a loan if there are grants available.

30 Mr. Cowie asked the council, in general, if we are preparing the report, are we looking at 5, 10 or 20 years. The Council agreed on the 10-15-year range. Mr. Cowie pointed out there will be some citizens paying for secondary meters and some who are not. Councilmember Lundberg stated we need to figure out what is conservative use vs. excessive use and try to get a baseline.

36 Mr. Cowie stated he is hearing if staff puts a plan together to present to the Council, they are agreeing on the 10-15-year window, finance options and using the “smart” metering option. The Council agrees that would accomplish the goal and a good starting point.

40 Following discussion, the Council thanked Mr. Jorgensen and Mr. Gordon for the presentation and valuable information and for their service to the city.

42 Mayor pro tem Bean called for any further comments or discussion from the Council. Hearing none he moved on to the next agenda item.

44 **COUNCIL REPORTS:**

46 **Councilmember Hoyt** – Councilmember Hoyt asked who he would forward an email received from the Utah Coalition Against Sexual Assault about doing a 4k Run in the

2 city. Mr. Cowie suggested sending it to Heath Bateman as that may be something that
4 would fit with Lindon Days. He also reported he attended the recent ribbon cutting for a
6 new restaurant in the city that was a great event. He also stressed the importance of
8 supporting our local businesses.

10 **Councilmember Broderick** – Councilmember Broderick reported he attended the police
12 recognition dinner that was well done and a very nice event.

14 **Councilmember Bean** – Councilmember Bean had nothing further to report.

16 **Councilmember Lundberg** – Councilmember Lundberg reported she attended the
18 PG/Lindon Chamber of Commerce grand opening for a new restaurant on State Street.
20 She mentioned the used car lot on 800 West does not have any improvements. She also
22 reported she attended the recent Nova Graduation noting it is such worthwhile program
24 and always a fun event. She reported the annual Memorial Day ceremony will be held at
26 the cemetery at 9am on Monday (Memorial Day). She also asked about creating a city
28 Instagram account to showcase new businesses in the city. Mr. Cowie stated they will
30 check into the issue.

32 **Councilmember Vanchiere** – Councilmember Vanchiere was absent.

34 **Mayor Acerson** – Mayor Acerson was absent.

36 **Administrator's Report:** Mr. Cowie reported on the following items followed by
38 discussion.

40 **Misc. Updates:**

- 42 • May City newsletter.
- 44 • June newsletter article: Brad Jorgensen - Article due to Kathy Moosman by end of
46 May.
- Parks vehicle accident with summer help driving.
- Mayor out of town Wednesday, May 8th – Saturday, June 8th. Mayor pro tem is
Matt Bean.
- Update on UDOT Vineyard Connector right-of-way and Mountain Tech
development.
- Misc. Items.

48 **Upcoming Meetings & Events:**

- 50 • City Emergency Planning - May 23rd, 7-8pm in the City Council Chambers
- 52 • May 24th - June 2nd: grave decorations will be allowed anywhere on burial lots,
54 including grass
- 56 • Memorial Day Ceremony – May 27th at 9:00 am at the City Cemetery.
- 58 • May 28th at 6pm - Joint meeting with the City Council and Planning Commission
- 60 • Candidate Filing Period: Begins June 3rd and ends June 7th at 5:00 pm
- 62 • Employee Summer Party – Wednesday, July 17th at 6:30 pm at the Aquatics
64 Center

