

2 The Lindon City Council held an annual Budget Kick-Off Meeting on **February 8, 2018**,
beginning at 6:00 p.m. at the Lindon City Center, 100 North State Street, Lindon, Utah.

4 Conducting: Jeff Acerson, Mayor

6 **PRESENT**

8 **Officials**

Absent

Jeff Acerson, Mayor

10 Matt Bean, Councilmember

Carolyn Lundberg, Councilmember

12 Van Broderick, Councilmember

Jake Hoyt, Councilmember

14 Daril Magleby, Councilmember

16 **Staff**

Adam Cowie, City Administrator

18 Kristin Colson, Finance Director

Phil Brown, Chief Building Official

20 Hugh Van Wagenen, Planning Director

Josh Adams, Chief of Police

22 Heath Bateman, Parks & Recreation Director

Brad Jorgensen, Public Works Director

24 The meeting was called to order at 6:00 p.m.

26 **DISCUSSION** – The Lindon City Administration and Department Heads met with the
28 Mayor and Council in a work session to review, discuss, and receive feedback on
significant budget issues and priorities for the upcoming 2018-19 fiscal year. This item
30 was for discussion only with no motions required at this meeting.

32 Items of general discussion included the following:

34 1. **Budget Adoption Process:** *Presented by Kristen Colson.* Including discussion on
financial goals and policies of the City and also a review of the timeline for the
36 budget process and adoption.

38 2. **Financial Outlook:** *Presented by Adam Cowie & Kristen Colson.*

40 ➤ **Review of significant revenue sources**

○ sales tax and property tax (reviewed graphs).

42 ○ utility rates; to continue with the 5-year plan. Also discussed was
the inflationary increase plus the study recommended increase
44 anticipated to be: Water 9%; Sewer 4%; and Storm Water 13%.

➤ **Debt outlook for FY2019**

- Added sewer revenue bond for the new lift station and the possible pay-down of other bond revenue from the surplus land sale.

3. **Reductions/Cost Savings/Increased Revenues:** *Presented by Adam Cowie & Department Heads.* Including discussion of the following items:

➤ **Recent Reductions/Savings/Efficiencies:**

- Delayed filling vacant positions (PW Water; Building Inspector; restructured phone service (cell & land lines); elections (savings from budgeted amount).

➤ **Future Savings:**

- Grants (Police, Planning/engineering, facilities, senior center) always seeking grant funding.
- Expected reduction of third-party engineering expenses.

➤ **Increased or New Revenues:**

- Building permits – continued growth
- Public Works inspection fees – continued growth
- Utility rates – continue with rate increase recommendations + CPI
- Impact fee updates (storm water)
- Aquatics Center: Add night-time pool rentals
- Fire House rental revenue
- City Center basement rental revenue
- New cell tower carrier at Public Works & City Center
- Grants: North Union Canal; 200 S & Geneva Intersection; Heritage Trail; CDBG Elevator

4. **Personnel Issues:** *Presented by Adam Cowie and Department Heads.* Including discussion on evaluating position needs as we experience growth and demand for services;

- Part time Code Enforcement (Community Development Office)
- Horizon needs: Parks & Recreation PT to FT; GIS Technician; Finance/Management assistant
- Health insurance rate increase – TBD but historically there has been and increase each year
- Tuition Reimbursement for eligible employees

5. **Capital Improvements & Expenditures:** *Presented by Adam Cowie and Department Heads.* Including the following for discussion:

- Roads – continue funding options discussion; 200 S project; FY2018 vs. FY2019 – Give direction
- Continued evaluation of utilities needing replacement prior to new roadwork being done
- Demo of old sewer lift stations
- #2 Well reconstruction (and/or possible new well)
- Generators in wells/portable generator back-up
- Police Dept. – Vehicle lease restructuring

- Facilities maintenance – Aquatics Center pumps, etc.; various buildings

6. **Other Significant Needs by Department Heads:** Other needs and miscellaneous items were discussed by the Department Heads at this time.

7. **Council member needs and requests:** The Councilmembers discussed miscellaneous needs and requests at this time.

- **Councilmember Broderick requested emphasis on road funding to be heavier in the budget.**
- **Councilmember Hoyt requested a budget exercise with the council to see what needs to be cut from the budget to achieve the 1.2 million in road funding needed with no new money.**
- **Councilmember Bean vocalized the he would be comfortable going through an exercise but feels the council needs to consider the option of a road utility fee.**

In conclusion, Mr. Cowie asked the group if they felt there were any issues with financial obligations and if they felt that the city is heading on the right track. There was a general consensus among the group that they are satisfied with the financial direction the city is going with no major concerns or issues.

**This annual budget kick off meeting was for discussion and informational purposes only. The Council did not take action on any item at this meeting. Any items that require Council action will be discussed during regular City Council meetings prior to any action being taken.*

The meeting was adjourned at 8:15 p.m.

Approved – March 6, 2018

Kathryn Moosman, City Recorder

Jeff Acerson, Mayor