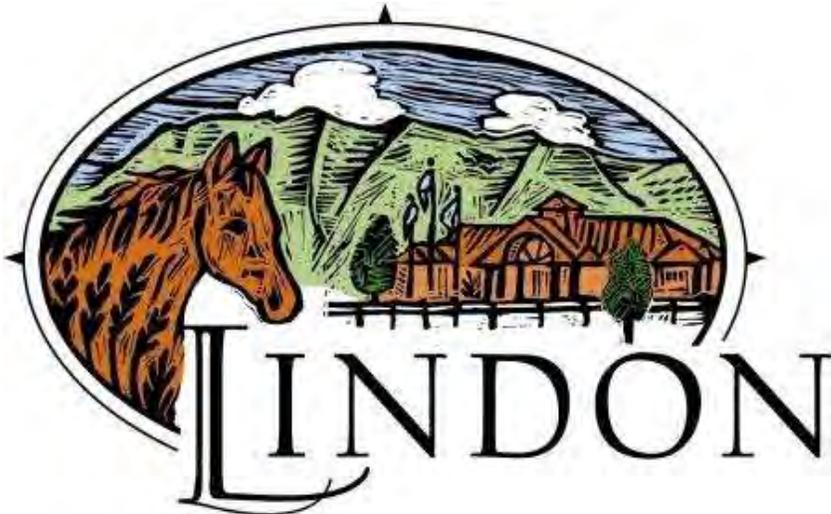


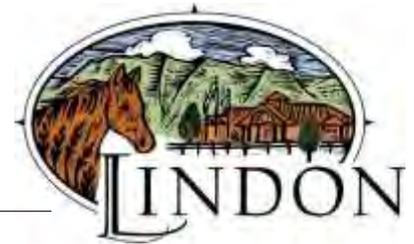
Lindon City Council Staff Report



Prepared by Lindon City
Administration

June 21, 2016

Notice of Meeting of the Lindon City Council



The Lindon City Council will hold a regularly scheduled meeting beginning at 7:00 p.m. on Tuesday, June 21, 2016 in the Lindon City Center council chambers, 100 North State Street, Lindon, Utah. The agenda will consist of the following:

REGULAR SESSION – 7:00 P.M. - Conducting: Mayor Jeff Acerson

Pledge of Allegiance: By Invitation
Invocation: Jake Hoyt

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



(Review times are estimates only)

1. **Call to Order / Roll Call**
2. **Presentations and Announcements**
 - a) Comments / Announcements from Mayor and Council members
 - b) **Presentation:** Lindon City Mayor & Council will recognize Kristen Colson for receiving a Certificate of Achievement for Excellence in Financial Reporting and receiving the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA).
 - c) **Presentation:** Lindon City Mayor & Council will recognize the Lindon Junior Rodeo Royalty.
3. **Approval of minutes: June 7, 2016**
4. **Consent Agenda – No Items**
5. **Open Session for Public Comment** *(For items not on the agenda)*
6. **Major Subdivision— Anderson Farms Subdivision, Plat A, ~400 North 1700 West**

Ken Watson, on behalf of Ivory Development, LLC, seeks preliminary approval of a thirty (30) lot subdivision, including dedication of public streets, at approximately 400 North 1700 West, in the Anderson Farms Planned Development (PD) zone. The Planning Commission recommended approval of the application with conditions.
7. **Public Hearing — Final Budget for Fiscal Year 2017; Amend FY 2016 Budget (Resolution #2016-8-R)**

Kristen Colson, Lindon City Finance Director, will present the proposed Lindon City Budget documents for Fiscal Year (FY) 2017 beginning July 1, 2016. The City Council will hear public comment on the final city budget for FY 2017, including the allocation of revenue from the water, sewer, storm water and other enterprise funds to the general fund and will set the Certified Tax Rate. The tentative budget was presented and approved on April 19, 2016. The City Council also held a public work session on the proposed budget on May 3, 2016 and a public hearing on May 17, 2016 where budget issues were discussed in detail. The City Council will review the final budget for FY 2017, review the amended budget for FY 2016, review the agreement for services between the RDA and the City, and review the city-wide fee schedule and compensation programs.
8. **Recess to Lindon City Redevelopment Agency Meeting (RDA)**
9. **Review & Action — Storm Water Pollution Prevention Permit (SWPPP) updates (Resolution #2016-9-R)**
10. **Review & Action — Planning Commissioner Appointment**
11. **Council Reports:**

(5 minutes)

(10 minutes)

(5 minutes)

(10 minutes)

(30 minutes)

(60 minutes)

(10 minutes)

(10 minutes)

(5 minutes)

(20 minutes)

- Jeff Acerson
- Van Broderick
- Matt Bean
- Carolyn Lundberg
- (vacant)
- Jacob Hoyt

12. Administrator's Report

(10 minutes)

Adjourn

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 Kathy Moosman at 801-785-5043, giving at least 24 hours notice.

Posted By: Kathy Moosman
Time: ~3:00 p.m.

Date: June 15, 2016
Place: Lindon City Center, Lindon Police Dept, Lindon Community Center

REGULAR SESSION – 7:00 P.M. - Conducting: Mayor Jeff Acerson

Pledge of Allegiance: By Invitation

Invocation: Jake Hoyt

Item 1 – Call to Order / Roll Call

June 21, 2016 Lindon City Council meeting.

Jeff Acerson
Matt Bean
Van Broderick
Jake Hoyt
Carolyn Lundberg
(vacant position)

Staff present: _____

Item 2 – Presentations and Announcements

- a) Comments / Announcements from Mayor and Council members.
- b) **Presentation:** Lindon City Mayor & Council will recognize Kristen Colson for receiving a Certificate of Achievement for Excellence in Financial Reporting and receiving the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA).
- c) **Presentation:** Lindon City Mayor & Council will recognize the Lindon Junior Rodeo Royalty.



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

June 3, 2016

The Honorable Jeff Acerson
Mayor
Lindon City Corporation
100 North State Street
Lindon UT 84042



Dear Mayor Acerson:

We are pleased to notify you that your comprehensive annual financial report for the fiscal year ended **June 30, 2015** qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An award for the Certificate of Achievement has been mailed to:

Kristen Colson
Finance Director

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release is enclosed to assist with this effort. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, www.gfoa.org.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,
Government Finance Officers Association

Stephen J. Gauthier, Director

Technical Services Center

SJG/ds



Government Finance Officers Association

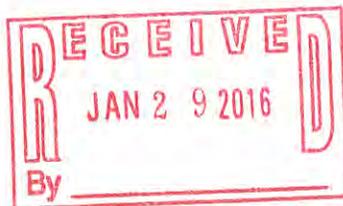
203 North LaSalle Street, Suite 2700

Chicago, Illinois 60601-1210

312.977.9700 fax: 312.977.4806

January 8, 2016

The Honorable Jeff Acerson
 Mayor
 Lindon City
 100 N. State St
 Lindon, UT 84042



Dear Mayor Acerson:

I am pleased to notify you that Lindon City, Utah has received the Distinguished Budget Presentation Award for the current budget from the Government Finance Officers Association (GFOA). This award is the highest form of recognition in governmental budgeting and represents a significant achievement by your organization.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual or department designated as being primarily responsible for its having achieved the award. This has been presented to:

Kristen Colson, Finance Director

We hope you will arrange for a formal public presentation of the award, and that appropriate publicity will be given to this notable achievement. A press release is enclosed for your use.

We appreciate your participation in GFOA's Budget Awards Program. Through your example, we hope that other entities will be encouraged to achieve excellence in budgeting.

Sincerely,

Stephen J. Gauthier, Director
 Technical Services Center

Enclosure

Item 3 – Approval of Minutes

- Review and approval of City Council minutes: **June 7, 2016**

2 The Lindon City Council held a regularly scheduled meeting on **Tuesday, June 7, 2016,**
4 **beginning at 7:00 p.m.** in the Lindon City Center, City Council Chambers, 100 North
State Street, Lindon, Utah.

6 **REGULAR SESSION** – 7:00 P.M.

8 Conducting: Jeff Acerson, Mayor
Pledge of Allegiance: Hugh Van Wagenen
10 Invocation: Van Broderick, Councilmember

12 **PRESENT** **ABSENT**

12 Jeff Acerson, Mayor
14 Matt Bean, Councilmember
Van Broderick, Councilmember
16 Carolyn Lundberg, Councilmember
Jacob Hoyt, Councilmember
18 Adam Cowie, City Administrator
Hugh Van Wagenen, Planning Director
20 Cody Cullimore, Chief of Police
Kathryn Moosman, City Recorder

- 22 1. **Call to Order/Roll Call** – The meeting was called to order at 7:00 p.m.
- 24 2. **Presentations/Announcements** –
- 26 a) **Mayor/Council Comments** – There were no announcements at this time.
- 28 b) **Presentation:** Representatives from the Miss Pleasant Grove Royalty and
Miss Strawberry Days Royalty were in attendance to present information
30 regarding the upcoming Strawberry Days festival to be held June 12th – 19th in
Pleasant Grove.

32 Allison Lawrence, 2016 Miss Pleasant Grove, presented general information
about the upcoming Strawberry Days festival and introduced her attendants: Sam Taylor,
34 Jessica Matheson, Abbie Hall and Brooke Bishop who each mentioned an individual
event including some of the following: Huck Finn Days, Concert in the Park, Baby
36 Contest, Princess Party and the Grand Parade. Ms. Lawrence then turned the time over to
the Rodeo Royalty to present details of the Strawberry Days Rodeo.

38 Sadie Waller, 2016 Strawberry Days Rodeo Queen, introduced her attendants,
Sarah Lady and Mckell Wall. They presented information about the Strawberry Days
40 Rodeo noting the Rodeo starts at 7:00 pm (pre-show) and is held Wednesday through
Saturday with many fun events including mutton bustin, bull riding, cow milking, and a
42 great fireworks show. They invited the Council out to the Rodeo noting it is a very fun
event for the entire family.

44 Ms. Lawrence thanked the Council for all the support Lindon shows to the
pageant and to the program. They also presented the Mayor and Council with a
46 strawberry cheesecake and invited them out to attend all the festivities. Mayor Acerson

2 thanked the Royalty for the invitation and the cheesecake noting the Council always
looks forward to the Strawberry Days Celebration.

4

3. **Approval of Minutes** – The minutes of the regular meeting of the City Council
6 meeting of May 17, 2016 were reviewed.

8 COUNCILMEMBER BRODERICK MOVED TO APPROVE THE MINUTES
OF THE REGULAR CITY COUNCIL MEETING OF MAY 17, 2016 AS AMENDED.
10 COUNCILMEMBER LUNDBERG SECONDED THE MOTION. THE VOTE WAS
RECORDED AS FOLLOWS:

- 12 COUNCILMEMBER BEAN AYE
- COUNCILMEMBER BRODERICK AYE
- 14 COUNCILMEMBER LUNDBERG AYE
- COUNCILMEMBER HOYT AYE

16 THE MOTION CARRIED UNANIMOUSLY.

18 4. **Consent Agenda** – No items.

20 5. **Open Session for Public Comment** – Mayor Acerson called for any public
comment not listed as an agenda item. There were no public comments.

22

CURRENT BUSINESS

24

6. **Major Subdivision — Lakeview Townhomes Plat A, 531 South 400 West.**
Chris Knapp of Ridgeway Construction seeks subdivision approval for
Lakeview Townhomes Plat A, a five (5) unit townhome project located in the
28 Planned Residential Development Overlay (PRD) zone. The Planning
Commission recommended approval of the application.

30

Hugh Van Wagenen, Planning Director, led this discussion by giving a brief
32 background of this agenda item stating Chris Knapp of Ridgeway Construction is seeking
subdivision approval for Lakeview Townhomes Plat A, a five (5) unit townhome project
34 located in the Planned Residential Development Overlay (PRD) zone. He noted the
Planning Commission recommended approval of this application. He added this project
36 needed some re-zoning and a new ordinance and is located on 400 west and meets all
requirements.

38 Mr. Van Wagenen noted a new Planned Residential Development ordinance
(Lindon City Code 17.76) was recently created that could govern property within
40 commercial zones that do not accommodate traditional development patterns. The
ordinance and accompanying zoning allow for multi-family projects with very specific
42 parameters. He noted this is the first application under which the new ordinance is being
applied. Mr. Van Wagenen made mention that the site plan associated with the project
44 was reviewed by the Planning Commission and approved pending Council approval of
this subdivision.

46 Mr. Van Wagenen explained there is an access easement on the north end of the
property that will provide access to Maeser Academy. He mentioned that the property

2 owners agreed on the easement and the plat and site plan reflect it accordingly. Mr. Van
4 Wagenen pointed out this was not a City requested easement nor is it a public road. He
6 noted this subdivision already has improved street frontage, but they will be making
8 driveway cuts for the associated driveways. He mentioned the City Engineer is
10 addressing engineering standards and all engineering issues will be resolved before final
12 approval is granted.

8 Mr. Van Wagenen noted that the Commission voted 4-1 in favor of
10 recommendation to the Council. He also explained that Commissioner Marchbanks voted
12 no because he had concerns about how this access easement will affect Maeser Academy
14 and the traffic it would bring to 400 West. He acknowledged that the Maeser traffic off of
16 600 South is problematic, but he wanted to make sure this new access wouldn't create
18 additional traffic problems.

14 Mr. Van Wagenen explained this application isn't looking directly at the amended
16 Maeser access plan and even with the access easement on the plat, Maeser will have to
18 submit their new traffic flow plan for review by the City. He advised that any concerns
20 with the new traffic pattern should not be considered with regards to approving this
22 subdivision tonight. Mr. Van Wagenen then referenced an aerial photo of the proposed
24 subdivision and the preliminary plan followed by some general discussion. He then
26 turned the time over to Mr. Knapp for comment.

22 Councilmember Lundberg asked with the width of the easement and if that was
24 the amount of footage that Maeser Academy requested. Mr. Knapp confirmed that
26 statement. Councilmember Broderick asked if 21 ft. meets the requirement on the back
end of the property. Mr. Knapp confirmed that statement from the information he has
been given. Mr. Van Wagenen stated that staff will make adjustments on the back end if
needed.

28 Councilmember Hoyt asked Mr. Van Wagenen to expand on Commissioner
30 Marchbanks concerns with the traffic issues and how this project would specifically
32 affect that issue. Mr. Van Wagenen explained that generally Commissioner Marchbanks
34 concerns were that the Maeser traffic off of 600 South is already a problem, and he
wanted to make sure this new access wouldn't create additional traffic problems. He
wanted to see more information about what Maeser is going to do. Councilmember Hoyt
asked if the units will be owner occupied or if they will be sold. Mr. Knapp stated they
plan to sell them and there will be an HOA agreement in place.

36 Councilmember Bean asked staff as to what manner and time will the issues
38 related to the easement come before either the Commission or the Council. Mr. Van
40 Wagenen stated they will be meeting with the Maeser engineer who is designing the
42 roadway and typically this is a small enough matter that it could be handled at staff level
given the Planning Commission did not have any concerns. He noted staff has the option
to bring it forward to the Commission for their consideration after Maeser comes back
with their site plan and at that time there is the option to bring it before the City Council.
He noted that no formal application has been submitted to date.

44 Councilmember Hoyt asked if there are any concerns about retaining with the new
46 roadway and how it would work out because of the steep slope. Mr. Van Wagenen stated
they have looked at this issue preliminarily with Maeser's engineer and they may need to
address some of these issues with the slope before they submit their site plan. The
easement itself will not give Maeser automatic approval of the roadway design it is just a

2 security measure for the new traffic pattern if and when they get approval; it is all being
4 designed and under consideration. There was then some general discussion regarding the
retaining wall and the slope.

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

8 COUNCILMEMBER BRODERICK MOVED TO APPROVE THE
10 APPLICANT’S REQUEST FOR APPROVAL OF A FIVE UNIT TOWNHOME PLAT
TO BE KNOWN AS LAKEVIEW TOWNHOMES PLAT A. COUNCILMEMBER
12 LUNDBERG SECONDED THE MOTION. THE VOTE WAS RECORDED AS
FOLLOWS:

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

20 **7. Action Item: Interviews and appointment to fill City Council vacancy.** The
Mayor and Council will interview individuals who have submitted an
22 application to be considered for appointment to fill a vacant City Council seat.
The City has received four applications from individuals desiring appointment.
24 After completion of the interviews one individual will be selected and appointed
by motion of the Council to fill the vacancy until the first Monday in January
26 2018, whereupon the position will then be filled by whomever is elected in the
2017 municipal election for the remaining two years of this position’s term.

28 Adam Cowie, City Administrator, gave an overview of the interview procedure
when filling a councilmember vacancy that was approved by the City Council in 2014.
30 He mentioned that notice of the process was previously sent to all applicants.

32 Mr. Cowie explained that the Mayor and Council will interview the applicants in
the order that the applications were received by the City as follows:

- 34 1) Bob Wily
- 34 2) Dustin Sweeten
- 36 3) Craig Harvey
- 36 4) Steven Johnson

38 Mr. Cowie further explained that the interviews will be timed (timer run by Mr.
Cowie), with each applicant having four (4) minutes to introduce themselves with a 30-
40 second notice given before the end of the time period. Mr. Cowie further explained if
desired, the Mayor and Council will then have the option to ask up to six (6) minutes of
42 questions per applicant with a 30-second notice given before the end of the time period.

44 Mr. Cowie stated after the interviews are completed, each Council member will
select their top two (2) applicants to staff for narrowing of the applicant group.
Councilmembers will be provided with a digital link for selecting their preferred
46 applicants. Staff will then announce the total vote counts and the finalist names will be
posted for public view. The two candidates with the highest number of votes will

2 continue to be discussed as finalists for the position. Candidates with lesser votes will no
 4 longer be considered for the vacancy. The Mayor and Council will then discuss which of
 the two finalists should be selected to fill the vacancy. This may include asking one or
 both of the final two applicant's further questions.

6 Mr. Cowie noted that after deliberation the Mayor will call for a motion. A
 Council member will provide a motion selecting one of the finalists to be appointed to the
 8 Lindon City Council with 3 affirmative (aye) votes needed to appoint an applicant. If no
 one 'seconds' the motion, the motion fails. If a tie vote occurs (2 for and 2 against), the
 10 Mayor may vote to break the tie. If a majority decision can't be reached, the top two
 applicants will be selected and the applicants will then "draw lots" to determine who is
 12 chosen. If desired, the Council may continue the meeting for additional deliberation
 and/or interviews.

14 Mr. Cowie explained once appointed the chosen individual will fill the vacancy
 until the first Monday in January 2018, whereupon the position will then be filled by
 16 whomever is elected in the 2017 municipal election for the remaining two years of this
 position's term. Mr. Cowie made mention that for those not chosen to fill the Council
 18 seat, there are many places and opportunities to serve in the city to help move the City
 forward and to serve the citizens of Lindon.

20 At this time Mr. Cowie made the public aware that State Code very clearly states
 that the City Council must deliberate and discuss this matter in a public forum and in
 22 order to narrow this down the Council previously determined to submit their top 2
 candidates for the Council to further deliberate. Mr. Cowie re-iterated that there are
 24 many other opportunities available to serve in the City if they are not chosen.

26 Following the summary provided by Mr. Cowie, Mayor Acerson welcomed the
 applicants and invited the applicants forward in the order previously given. Each of the
 28 four (4) applicants were given the opportunity to address the Council and the majority of
 the applicants used the full 4 minute time limit to introduce themselves. The Mayor and
 Council then asked the applicants questions with the majority of the four (4) applicants
 30 using their six (6) minute time limit to answer the questions presented by the Council
 (recording available as a public record) beginning with the applicant order as listed
 32 above.

34 **BOB WILY:**

36 *Councilmember Bean asked Mr. Wily about his experience being involved with*
 38 *the planning committed for the 700 North Corridor.*

40 Mr. Wily commented that he volunteered to serve on the 700 North Corridor
 Committee (spear-headed by Councilmember Lundberg) whose function is to help design
 the future 700 North Corridor. He believes 700 North is a tremendous opportunity for the
 42 city that may include retail and family entertainment in addition to the shopping it will
 offer. It will also provide walkable, green/parklike gathering places that will be unique to
 44 the region and will draw shoppers and families from other areas in the region. He noted
 that now that the economy has started to pick-up developers are showing interest and now
 46 may be a great opportunity to master plan 700 North and bring in businesses that will
 provide jobs and good tax revenue; this will also feed off of the Ivory Development.

2 ***Councilmember Hoyt asked Mr. Wily his general opinion on density as a whole***
 4 ***towards Lindon as it is an important issue that was thoroughly discussed with the***
approval of approximately 500 apartments and townhomes in the Ivory Development.

6 Mr. Wily stated he feels what the Council decided with Ivory is very appropriate
 8 for the area. He acknowledged that it is higher density than central Lindon but feels it
 10 create opportunities for housing that is not currently available in Lindon. He realizes the
 12 apartments will be new to Lindon, but it will bring doors and rooftops that will help with
 14 retail development and may facilitate a Trax Station in the area. He noted that Lindon is
 known for its large lots and animal rights which is great and he doesn't see that changing
 anytime soon in the rest of Lindon, however there may be some appropriate infill
 opportunities that may bring in some higher densities than what are currently there.

16 ***Councilmember Lundberg asked Mr. Wily to speak to his understanding of the***
shortfall of road funding and how we may facilitate that as it is a big issue for the city.

18 Mr. Wily stated road repair is certainly an issue in the city. He referenced the
 20 road study done by JUB Engineers stating he does not feel we can "kick the can down the
 22 road" for too much longer. He knows the Council is working hard on this issue and
 should work hard on it as it is probably the biggest challenge facing the city.

24 **DUSTIN SWEETEN:**

26 ***Councilmember Broderick asked Mr. Sweeten how he feels about the issues***
with road funding and where the funding will come from.

28 Mr. Sweeten stated he is against any additional taxes or fees because he feels
 30 what is in place is ample if handled correctly. He feels roads have not been a priority in
 32 the past and there have been some costly things done in the city where roads should have
 34 come before those things. He would look at taxes or fees as a last resort but he is
 generally against it as it is a burden on the citizens. He would like to see us be more
 intelligent with what we have, he's not saying we haven't done well but we can do better.
 He stated there is no question there are needs on roads in the city.

36 ***Councilmember Bean asked Mr. Sweeten in considering the size of the shortfall***
 38 ***based on JUB's report for road maintenance, if he feels there are sufficient funds in***
the city now and if things were managed better how would he approach and address
that shortfall.

40 Mr. Sweeten stated if the economy continues at the pace it is at then there would
 42 be sufficient funds and there would not be a need to impose fees. He added if we would
 44 look at other areas to save, like maintenance at the Aquatics Center for instance, then
 divert that money to roads; he feels it could be generated without additional fees and
 46 taxes.

2 ***Councilmember Hoyt asked Mr. Sweeten his opinion on density as a whole***
 4 ***towards Lindon as it is an important issue in the city.***

6 Mr. Sweeten stated affordable housing didn't work with Canberra and didn't
 8 accomplish what was intended. He realizes the West side is different and a project similar
 10 to Ivory may be right, but what happens when these types of projects become aged and
 become a "hotbed" for crime. Had he been on the Council when Ivory was approved he
 would not have approved the density that occurred as he has concerns about it down the
 road when it is 25 years old.

12 ***Councilmember Lundberg asked Mr. Sweeten what he envisions for the 700***
 14 ***North Corridor, and keeping a little "bit of country" and yet inviting in the revenue tax***
 16 ***base.***

18 Mr. Sweeten stated he was on the Planning Commission when that road was put
 20 in. He noted that we need that development in order to pay for other things like roads. He
 would like to see 700 North maintained for commercial development as we need
 businesses that will generate revenue while still maintaining the feel that we want.

22 ***Councilmember Hoyt asked Mr. Sweeten to expand on one of the harder***
 24 ***decisions he had to make while on the Planning Commission.***

26 Mr. Sweeten stated the proposal to purchase the property from the church by Los
 28 Hermanos so the road could connect to 400 west from State Street was a difficult issue.
 He noted he did not want the road to go through as he lives on 400 West. But from a
 planning and traffic flow point of view he had to approve it as it was the best decision for
 the city. He noted there were several similar situations while he was on the Commission,
 but he always followed what was best for the city and not base it on a personal level;
 sometimes the decisions are hard.

32 ***Councilmember Lundberg asked Mr. Sweeten about fiscal conservatism and***
 34 ***how he would meet the revenue generating vs. service, fees, infrastructure etc. balance.***

36 Mr. Sweeten stated he would have to learn that balance with time as he is not
 fully up to speed on everything involved with the city but feels he could be a good voice.

38 **CRAIG HARVEY:**

40 ***Councilmember Broderick asked Mr. Harvey if he were to look at one issue the***
 42 ***city may have issues with what ideas would he implement to correct that issue.***

44 Mr. Harvey stated he is a fiscal conservative. He personally feels we are due for
 46 another recession. He realizes money needs to be spent for roads as they are a major
 concern. His biggest focus would be to ensure everything is fiscally taken care of so we
 are not overextended.

2 ***Councilmember Bean asked Mr. Harvey about funds for road maintenance and***
 4 ***the huge shortfall what ways he would be willing to address that shortfall. He***
 6 ***mentioned the gasoline tax and proposition #1 that failed in Utah County and***
implementing a utility transportation fee as some cities have opted to do. He asked how
he feels about some of these approaches.

8 Mr. Harvey stated he has a business and a building in Provo and he feels he gets
 10 beat up when the cities want more money. He would empower staff to come up with
 12 more creative ways to reduce expenses and to shift more money to things needed like
 roads for example.

14 ***Councilmember Hoyt asked Mr. Harvey to expand on density as a whole***
towards Lindon as it is an important issue in the city that was thoroughly discussed
with the approval of the Ivory Development.

16 Mr. Harvey stated he likes the openness on the west side of Lindon as it feels nice
 18 and comfortable with the larger lots. He noted in the Fieldstone Development we are
 20 starting to see a more compact feel and also on the east side and it is feeling a lot more
 like Orem. He likes the big feel and he moved here for the ½ acre lots and a place with a
 lot of grass to enjoy the openness.

22 **STEVEN JOHNSON:**

24 ***Councilmember Broderick asked Mr. Johnson about budgeting for roads his***
 26 ***thoughts on the road needs and being fiscally conservative.***

28 Mr. Johnson stated there are obligations the Council has to meet from decisions
 30 made before and he believes those obligations should be met the best way we can. He
 would certainly look at the budget with his accountant background to possibly find ways
 to save. As a business man and resident he likes to have a say in what happens. He
 32 would be hesitant to increase a fee without input from the general populace of the city.
 These are tough decisions that have to be made but he feels raising fees or taxes is the last
 34 resort and to use integrity in making those things happen.

36 ***Councilmember Bean asked Mr. Johnson how he feels generally about the***
 38 ***development of Lindon, and specifically about the west side development of Lindon.***

40 Mr. Johnson stated this has been a really tough question and has been an issue for
 a long time. He stated he likes the larger lots here in Lindon and with development we
 need to make sure we keep the feel that makes Lindon what it is but that does not always
 42 mean ½ acre lots. We all know Lindon is a safe and happy place with open space but that
 does not mean we can't have an apartment complex that meets those same needs. We
 44 need to consider how to make it affordable for everyone but to also meet the needs and
 keep the feel of Lindon.

2 ***Councilmember Hoyt asked Mr. Johnson how he would propose encouraging***
 4 ***businesses to come to 700 north.***

6 Mr. Johnson stated the building process in Lindon was a frustrating process and
 he would like to see that process made easier. We need to be business friendly for
 8 businesses to operate in Lindon and to still maintain that happy feel of Lindon. He wants
 to encourage not discourage business and development in the city and to 700 North.

10 ***Councilmember Lundberg asked Mr. Johnson if he would be committed to go***
 12 ***through a re-election and put in the time as this will be a short service on the Council.***

14 Mr. Johnson stated he does not enjoy the campaign part of serving, however he
 would be committed to put his name on the ballot again as he enjoys serving people.

16 ***At this time Councilmember Hoyt asked all of the applicant's if they would be***
 18 ***willing to run for re-election.***

20 **Mr. Wily:** He would absolutely run for re-election.

22 **Mr. Harvey:** He would run again.

24 **Mr. Sweeten:** He has run before and it is hard to campaign and hard to lose but he would
 run again.

26 **Mr. Johnson:** He re-iterated he would run again.

28 ***Councilmember Bean asked the applicant's if they would be willing to run a***
 30 ***serious campaign where you will invest your own money and time and maybe a little***
 32 ***"shoe leather" to run a campaign in Lindon City.***

34 **Mr. Wily:** Yes, of course he would run a serious campaign; there is no other way to do it.

36 **Mr. Harvey:** Yes, he would play to win.

38 **Mr. Sweeten:** Yes, he would. He has been attending council meetings to get up to speed.

40 **Mr. Johnson:** Yes, he would run a serious campaign.

42 ***Councilmember Lundberg asked the applicants if they have the commitment to***
 44 ***be involved and go the extra mile and invest the time it takes to be on the Council. She***
 46 ***asked what time commitment they feel they can provide.***

38 **Mr. Wily:** He realizes being on the City Council requires a lot of work as well as serving
 on the Planning Commission and he is willing and able to devote the time and
 40 commitment.

42 **Mr. Sweeten:** Serving on the City Council is very similar to the Planning Commission as
 you have to be prepared and become involved.

44 **Mr. Harvey:** He is always prepared and has the time to serve.

46 **Mr. Johnson:** His family supports him and the commitment would be there.

46 Councilmember Hoyt commented that he is so impressed with all applicants here
 tonight and the fact that they are willing to serve. He noted there is no wrong decision or

2 answer here as all of the candidates would be great on the Council; this will be a hard
decision.

4 Councilmember Broderick echoed Councilmember Hoyt's sentiments. He added
that he knows all of the applicants and he thanked them for their interest in serving. They
6 all have incredible qualities and contributions they could make to the city. He reminded
the candidates that however this may go there are other ways to serve in the city where
8 they would make great contributions.

10 Following the question and answer period Mr. Cowie called for a straw poll with
the Councilmember's selecting their preferred applicants with their top two (2) applicants
for narrowing of the applicant group. Mr. Cowie then accepted the submitted checklists
12 and posted the finalist names for public view with the results as follows:

14 **Bob Wily: 50%**
15 **Dustin Sweeten: 50%**
16 **Craig Harvey: 25%**
17 **Steven Johnson: 75%**

18 At this point, Mr. Cowie suggested that the Council consider going through a
20 similar process to narrow down the finalists by ranking the 3 individuals. He noted that
he will then tally the votes, which he feels meets the intent of completing this process in
22 the public without offending or having conflict with anyone. The Council was in
agreement to complete the process by tally votes (ranking order) to get to the process of
24 determining a vote and making a motion. At this time, Mayor Acerson called for the
Councilmember's to mark (rank) their ballots and submit their checklists to staff.

26 At this time Mr. Cowie had the Council narrow their preferences down and rank
1,2,3,4 with a paper copy. The checklists were then submitted to staff with the top two
28 candidates being as follows: **Bob Wily and Dustin Sweeten**. He noted they could
deliberate further or ask more questions of the candidates as it was the same top three on
30 both methods.

32 Councilmember Lundberg suggested asking more questions to the top three
candidates. Mr. Cowie stated they can pick two or just pick your top pick.
34 Councilmember Bean suggested picking the top one pick as ranking could be slightly
different and may change the vote just a little bit by who is ranked the lowest and highest;
36 in his opinion the fairest method would be a single vote. He noted this could still end up
as a tie but it appears to be the best approach. The Council was in agreement with that
38 statement. The Council was also in agreement to ask further questions of the top three
candidates.

40 ***Councilmember Lundberg stated that Orem City recently entered into some
public/private projects for redevelopment at the University Mall. Would you support or
42 oppose what other cities are doing as far as public/private partnerships.***

44 **Mr. Sweeten:** He would oppose anything that gives one business a leg up on another
business; he would oppose subsidizing.

46

2 **Mr. Johnson:** It is important to be business friendly to get the sales tax there. He does
 4 not like unfairness but sometimes it is the route you have to go. You have to be careful to
 6 make sure the playing field is equal but to also make sure to encourage good healthy
 8 businesses to come because that is where the tax base comes from.

6 **Mr. Wily:** He likes University Place and feels it was a brilliant move with the
 8 public/private partnership as the mall may “dry up” if something was not done. We have
 10 to treat businesses fairly but we also need to be looking at creative ways to bring in good
 12 businesses and to think outside the box to bring in the businesses we want.

12 *Councilmember Hoyt commented that the City Council has been conservative to*
 14 *debt. He mentioned the selling of city assets to pay for capital improvements with cash*
 16 *vs. bonding. What is your general opinion on the sale of city assets to fund projects?*

16 **Mr. Sweeten:** He feels we should have delayed on the public safety building a little as to
 18 possibly sell the properties; he would not be opposed to selling the lake property. He does
 20 not want to enter into debt any sooner than mandatory and to not borrow/bond if possible.

20 **Mr. Johnson:** He supports as little debt as possible. In regard to the properties he would
 22 have to look at it and make sure we are getting fair market value.

22 **Mr. Wily:** He feels if we don’t need it we should sell it.

24 *Councilmember Bean asked the candidates in what kinds of situations would*
 26 *they consider new fees or taxes for roads or other improvements in the city.*

28 **Mr. Johnson:** He feels choices were made in the past with obligations that have to be
 30 met and as those hard issues come they need to be looked at and to impose taxes or fees
 32 on the residents is hard and it needs to be considered, but these issues need to be
 34 addressed. It may be necessary after looking at the budget to find ways to save but we
 36 have to meet those obligations as Lindon has great amenities that make it great.

34 **Mr. Wily:** He feels some prior councils have acted rather boldly and committed the city
 36 to some long term expenses and obligations, not that they were all wrong decisions given
 38 the facts at the time. This council needs to be a little more circumspective with the budget
 40 and we have obligations to keep and we have to balance the budget and pay off old
 42 obligations and look to the future. We should be reluctant to raise taxes but if there is an
 44 urgent need for funding that can’t be addressed with current budgeting it is your duty to
 consider that; and we are getting close to that decision with roads.

42 **Mr. Sweeten:** He feels there is already a heavy burden on taxpayers and he is not totally
 44 opposed to fees but he is opposed to putting fees on all residents arbitrarily. He is
 comfortable with justifiable taxes and fees but not those arbitrarily thrown on everyone.

2 ***Councilmember Lundberg asked the applicants how we blend the Lindon motto***
 4 ***“little bit of country” with future progress as not everyone wants or can afford a ½ acre***
lot. How do we preserve that quality yet still attract quality retail.

6 **Mr. Wily:** He feels there are ways to do this and Ivory is doing this with their new
 subdivision with a lot of rural cues that makes it more country like. He doesn't think the
 8 commercial corridor will be so much “a little bit of country” but it will be unique and
 very nice. He feels Lindon has a cache' and there are ways to keep the feel of country
 10 and still attract quality retail without the split rail fences.

12 **Mr. Sweeten:** He would like to see us keep the little bit of country motto. He feels there
 is a danger on the west side with the development going in that will change that feel. He
 14 would hate to go the direction that Pleasant Grove has gone with all the apartments.

16 **Mr. Johnson:** He feels the motto has changed and is evolving. There are always
 unintended consequences when we make decisions but we need to make sure our policies
 18 address those issues. We can do developments that are higher density but we need to be
 careful.

20 ***Councilmember Lundberg asked the applicants what they would do to make***
 22 ***Lindon less susceptible to the ups and downs of the economy or a volatile sales tax***
revenue.

24 **Mr. Sweeten:** He feels there should be limits with regulations as to what we can store
 and keep in reserve and to stay in those limits. He would suggest lobbying to the state to
 26 increase that amount and he doesn't see a problem with that. He would suggest keeping it
 high and petition to go higher so we are prepared.

30 **Mr. Johnson:** He likes the idea of savings but from what he has heard we are in a
 situation where there is not a lot of saving going on. He would suggest to be wise and be
 32 conservative in choices to have as little debt as possible so when the downturns comes it
 is less difficult. He would like to see us save as much as we can and try to project when
 34 there will be a downturn as to be prepared.

36 **Mr. Wily:** He feels it is a good thing that the legislatures changed the law to allow
 municipalities to save more money. This council is saving and to have a rainy day fund is
 38 a high priority and a great decision.

40 Following the question and answer period Mr. Cowie called for a straw poll with
 the Councilmember's selecting their preferred top applicant. Mr. Cowie then accepted the
 42 submitted checklists and posted the finalist names for public view with the results as
 follows:

44 **Bob Wily: 50%**

Dustin Sweeten: 50%

46

2 Following the straw poll vote Mr. Cowie stated the Council can continue to
 4 discuss and deliberate or ask additional questions or the Mayor can call for a motion to
 appoint a specific individual with at least 3 aye votes for the motion to pass stating the
 Mayor can vote in the event of a tie.

6 At this time Mayor Acerson commended all of the applicants for their interest and
 willingness to serve the City noting they are all highly qualified to serve.

8 Mayor Acerson called for any further discussion or comments. Hearing none he
 called for a motion.

10
 12 COUNCILMEMBER HOYT MOVED TO APPOINT DUSTIN SWEETEN TO
 THE LINDON CITY COUNCIL TO FILL THE REMAINDER OF THE VACANT
 TERM UNTIL THE FIRST MONDAY IN JANUARY 2018, AND REQUEST THAT
 HE BE SWORN IN AT THE JULY 5, 2016 CITY COUNCIL MEETING.

14 COUNCILMEMBER BRODERICK SECONDED THE MOTION. THE VOTE WAS
 16 RECORDED AS FOLLOWS:

18 COUNCILMEMBER BEAN	AYE
18 COUNCILMEMBER LUNDBERG	AYE
20 COUNCILMEMBER BRODERICK	AYE
20 COUNCILMEMBER HOYT	AYE

THE MOTION CARRIED UNANIMOUSLY.

22 COUNCIL REPORTS:

24 **Chief Cullimore** – Chief Cullimore thanked the Council and city staff for their support at
 26 the Memorial Day Ceremony noting it was an outstanding celebration. He noted there is
 always great support from the residents at the celebration as well.

28 **Councilmember Hoyt** – Councilmember Hoyt commented that he appreciated Mr.
 30 Cowie’s foresight regarding not swearing in the new Councilmember until the July 5th
 City Council meeting until after the budget is approved.

32 **Councilmember Broderick** – Councilmember Broderick reported on the some leaking
 34 by the canal. Mr. Cowie stated he has not heard anything about this issue but will check
 into it.

36 **Councilmember Bean** – Councilmember Bean had nothing to report at this time.

38 **Councilmember Lundberg** – Councilmember Lundberg reported that the Memorial Day
 40 service was wonderful and the Police Department always does a great job. She also
 asked about a Bonneville trail access point from a new subdivision. Mr. Cowie stated
 42 when 1200 east goes through there will be a trail access connection point at 380 North.
 He noted this is something they can further look at and take into consideration.

44 **Mayor Acerson** – Mayor Acerson reported a celebration with the Utah Lake
 46 Commission was held last Saturday to bring attention to Utah Lake. He noted he will be
 attending a UIA meeting next Monday. He mentioned that the Harley Davidson

dealership is leasing some UDOT property because of the tower blocking their sign from the freeway exit. Mr. Cowie stated they will have further discussion on this issue.

Administrator's Report:

Mr. Cowie reported on the following items followed by discussion.

Misc. Updates:

- July newsletter article: Councilmember Broderick - Article due to Kathy Moosman last week in June.
- Road projects starting end of May through June
 - Lindon Park Drive/400 South (Home Depot/Canopy area)
- Cycle track on 400 West – complete per bicycle master plan or not?
 - Main street repaving (between State and 200 South) to be done with other RDA road projects
- Resurfacing of Heritage Trail to occur in late June (from Canal Drive to Pioneer Lane).
- Notice of utility enterprise fund transfers to general fund – mailed on post cards to all Lindon properties.
- Heritage Trail funding request from Vineyard
- Easement acquisition for new sewer lift station
- Need to fill Planning Commission vacancy. Should we advertise and accept applications. Steven Johnson agreed to serve.
- Cemetery clean-up on June 29th. ALL items will be discarded except permanently mounted vases.
- Misc. Items:

Upcoming Meetings & Events:

- June 14th – Noon at Public Works. Engineering coordination meeting. Mayor Acerson and Councilmember Broderick will attend
- June 21st – 6:00 pm Work Session to discuss Water Impact Fee updates
- June 21st – Adopt Final Budget documents
- June 29th – Cemetery clean-up. City will be removing ALL items.
- July 4th – City offices closed
- July 5th – Public Hearing to consider adoption of Water Impact Fee updates
- July 25th – City offices closed
- August 1st-6th – Lindon Days

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

Adjourn –

COUNCILMEMBER BRODERICK MOVED TO ADJOURN THE MEETING AT 9:58 PM. COUNCILMEMBER LUNDBERG SECONDED THE MOTION. ALL PRESENT VOTED IN FAVOR. THE MOTION CARRIED.

2

Approved – June 21, 2016

4

6

Kathryn Moosman, City Recorder

8

10

Jeff Acerson, Mayor

DRAFT

Item 4 – Consent Agenda – *(Consent agenda items are only those which have been discussed beforehand and do not require further discussion)*

- No Items.

Item 5 – Open Session for Public Comment *(For items not on the agenda)*

6. Major Subdivision— Anderson Farms Subdivision, Plat A, ~400 North 1700 West (30 minutes)

Ken Watson, on behalf of Ivory Development, LLC, seeks preliminary approval of a thirty (30) lot subdivision, including dedication of public streets, at approximately 400 North 1700 West, in the Anderson Farms Planned Development (PD) zone. The Planning Commission recommended approval of the application with conditions.

See attached materials from the Planning Department.

Item 6: Major Subdivision — Anderson Farms Plat A approx. 400 North 1700 West

<p>Applicant: Ivory Development, LLC Presenting Staff: Hugh Van Wagenen</p> <p>General Plan: Residential High Current Zone: Anderson Farms Planned Development zone</p> <p>Property Owners: Anderson Boyd and Sons Inc Address: ~400 North 1700 West Parcel IDs: portion of 14:063:0068 Subdivision Acreage: 7.73 acres</p> <p>Type of Decision: Administrative Planning Commission Recommendation: Recommend approval with the conditions listed. Vote was 4-0 with two absent.</p>	<p><u>SUMMARY OF KEY ISSUES</u></p> <ol style="list-style-type: none"> Whether to approve a 30 lot residential subdivision in the Anderson Farms Planned Development zone. <p><u>MOTION</u> I move to (<i>approve, deny, continue</i>) the applicant's request for approval of a 30 lot residential subdivision to be known as Anderson Farms Plat A with the following conditions (if any):</p> <ol style="list-style-type: none"> Address storm drainage concerns of the City Engineer. Developer be responsible to pump groundwater collected by the land drain system until the groundwater pump station is operational. Off-site sewer, ground water, and pressure irrigation system pump station and off-site sewer force main and pressure irrigation line shall be constructed and functional before any homes can be occupied or culinary water service is provided to any homes. Any easements necessary for the construction of off-site utilities be obtained prior to recordation of the plat.
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BACKGROUND

This is the first phase of the Anderson Farms Planned Development which was recently approved by Development Agreement between Lindon City and Ivory Development, LLC. Plat A consists of 30 units in what is considered Parcel B of the Anderson Farms concept plan.

DISCUSSION & ANALYSIS

Development of Anderson Farms is governed by the Anderson Farms Master Development Agreement. All standards are referred to here are a part of that Agreement.

Lot Requirements

- The average lot size of Plat A is 7,637 s.f. with the largest lot being 8,514 s.f. and the smallest being 5,669 s.f. These lots are consistent with the concept plan.
- Parcel A is an area for the Proctor Ditch and is a non-buildable parcel.

Street Improvements

- New roads will be built to serve the subdivision including an extension of the existing 1700 West street. Curb, gutter and sidewalk will be installed along the new streets in addition to six foot planter strips. Please refer to the attached cross sections for details.

Utility Requirements

- This first phase will require a combination sewer, ground water, and pressure irrigation system pump station with associated off-site lines to be built. Once built, this infrastructure will serve the remainder of the development. These systems will need to be operational before any certificates of occupancy are approved. Please see the motion above for recommended conditions of approval. Off-site utility maps are included as attachments below.

Other Requirements

- Easements for the sewer and pressure irrigation systems need to be acquired before recordation of the plat. Please see recommended conditions of approval.
- No park improvements are required at this time.

PLANNING COMMISSION RECOMMENDATION

The Commission voted 4-0 with two absent to recommend approval of the subdivision to the City Council. There were four conditions recommended which are stated in the sample motion above.

MOTION

See above

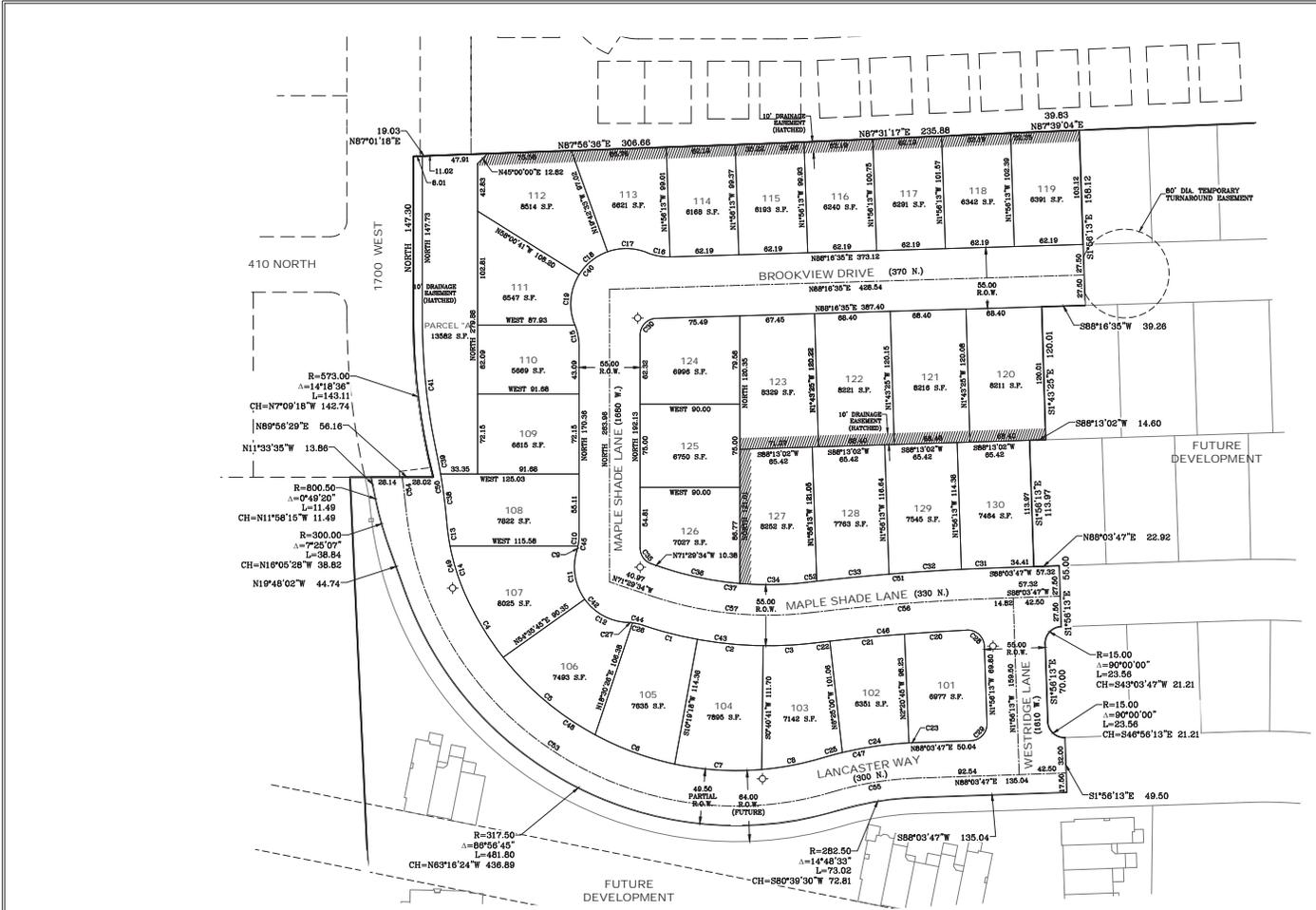
ATTACHMENTS

1. Aerial photo of the proposed subdivision.
2. Concept plan
3. Preliminary Anderson Farms Plat A
4. Street cross sections
5. Off-site utility maps

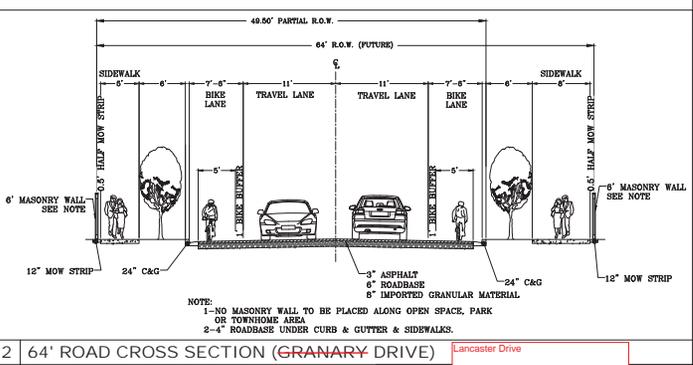
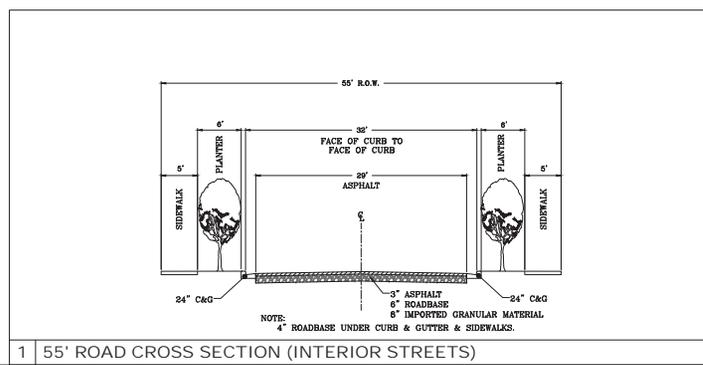
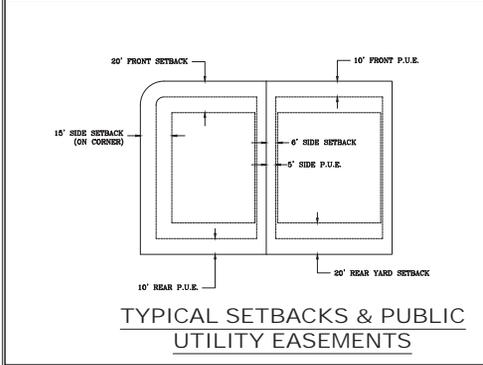




PARCEL	
PARCEL "A"	18.3
PARCEL "A" LOT AREA	
PARCEL "A" STORAGE	
PARCEL "A" ACCESS ROAD	
PARCEL "B"	22.1
PARCEL "C"	12.6
REGIONAL PARK "D"	10.0
PARCEL "E"	17.0
PARCEL "F"	12.9
PARCEL "G"	10.1
PARCEL "G1"	0.91

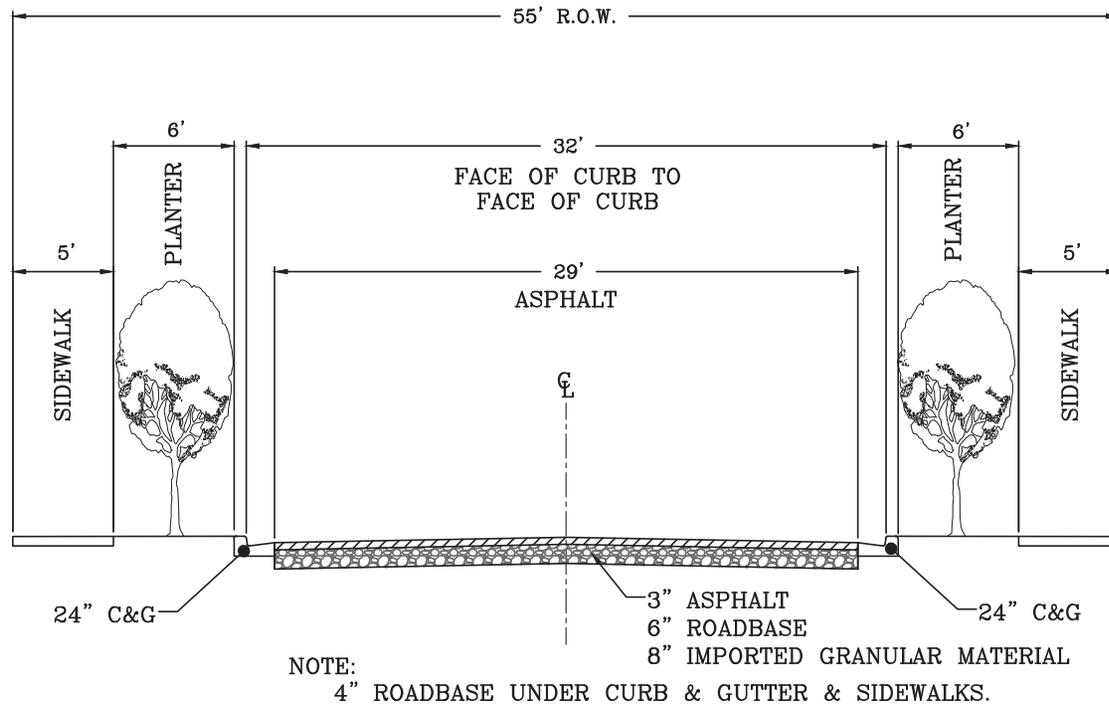


CURVE	RADIUS	DELTA	LENGTH	CHORD
C1	355.00	8°11'08"	50.72	577°25'00"E 50.87
C2	355.00	9°38'37"	59.78	284°00'00"E 59.88
C3	355.00	7°35'09"	48.40	108°55'37"E 48.45
C4	288.00	19°58'35"	65.22	231°14'54"E 65.08
C5	288.00	23°21'31"	109.38	249°53'59"E 108.50
C6	288.00	18°25'24"	76.82	289°47'25"E 76.56
C7	288.00	18°53'33"	79.01	289°25'53"E 78.73
C8	288.00	11°51'08"	55.44	177°10'47"E 55.34
C9	50.00	8°31'12"	4.83	119°58'38"E 4.82
C10	50.00	11°12'56"	6.79	109°38'28"E 6.77
C11	50.00	5°08'23"	45.50	292°00'03"E 43.95
C12	50.00	5°07'40"	45.54	281°53'04"E 44.07
C13	200.00	9°54'10"	26.80	279°00'44"E 26.80
C14	200.00	19°28'48"	47.05	217°32'13"E 46.95
C15	50.00	2°21'54"	18.48	101°10'37"E 18.38
C16	50.00	2°02'17"	20.28	279°42'17"E 20.28
C17	50.00	4°20'30"	36.57	102°41'50"E 35.85
C18	50.00	3°01'08"	33.42	251°08'25"E 32.81
C19	50.00	5°47'13"	47.40	254°48'43"E 45.85
C20	1945.00	1°39'43"	58.41	289°24'38"E 58.41
C21	1945.00	1°59'47"	67.77	289°34'03"E 67.77
C22	1945.00	0°34'27"	13.84	283°22'48"E 13.84
C23	332.00	1°00'48"	5.88	287°33'28"E 5.88
C24	332.00	1°03'34"	60.90	281°47'48"E 60.81
C25	332.00	2°17'17"	19.05	274°53'38"E 19.05
C26	50.00	11°10'40"	9.75	177°04'54"E 9.74
C27	50.00	8°01'40"	4.39	189°11'04"E 4.39
C28	15.00	8°04'48"	25.78	147°20'52"E 21.38
C29	15.00	9°00'00"	25.56	142°03'47"E 21.21
C30	15.00	8°18'35"	25.11	244°08'17"E 20.89
C31	1298.00	1°03'18"	31.01	289°07'08"E 31.01
C32	2000.00	1°52'30"	65.45	288°41'14"E 65.45
C33	2000.00	1°53'41"	65.56	288°21'38"E 65.55
C34	200.00	11°39'48"	61.07	189°00'38"E 60.98
C35	15.00	71°28'34"	18.72	230°44'48"E 17.53
C36	300.00	13°46'07"	71.57	278°19'37"E 71.40
C37	300.00	28°19'34"	132.64	284°09'31"E 131.56
C38	533.98	4°48'30"	44.81	117°17'54"E 44.80
C39	533.98	2°19'14"	21.83	110°51'46"E 21.82
C40	50.00	134°38'41"	117.50	244°59'27"E 82.27
C41	565.00	1°01'28"	118.56	289°00'41"E 118.34
C42	50.00	104°28'02"	91.14	232°28'53"E 79.03
C43	300.00	28°19'54"	168.95	284°09'31"E 155.88
C44	50.00	18°12'20"	14.14	179°35'44"E 14.10
C45	50.00	18°44'08"	14.80	182°24'04"E 14.65
C46	1343.00	1°03'57"	138.02	289°12'36"E 137.19
C47	332.00	1°48'37"	65.81	289°20'26"E 65.57
C48	288.00	8°28'09"	385.75	289°30'44"E 353.30
C49	200.00	19°22'58"	87.86	214°35'06"E 87.34
C50	533.98	7°07'44"	68.44	182°27'31"E 68.40
C51	2000.00	4°23'15"	170.81	289°37'16"E 170.55
C52	2000.00	0°14'40"	8.58	289°17'54"E 8.58
C53	300.00	101°20'35"	530.83	289°04'28"E 484.11
C54	500.00	2°58'42"	25.12	189°50'33"E 25.12
C55	300.00	14°48'33"	77.54	289°39'30"E 77.33
C56	1972.50	4°53'15"	168.28	289°37'16"E 168.21
C57	327.50	28°19'54"	144.79	284°09'31"E 143.82



REVISIONS
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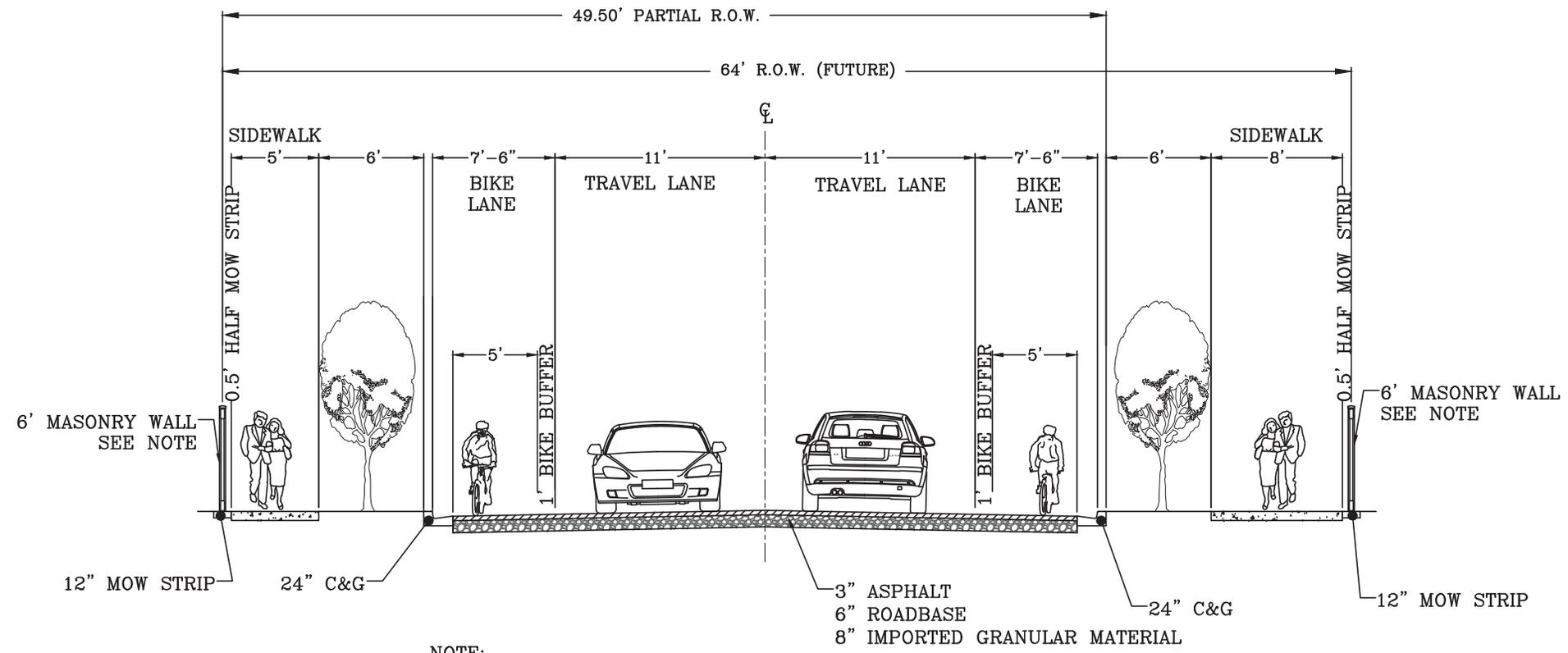
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1" = 50'
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1 55' ROAD CROSS SECTION (INTERIOR STREETS)

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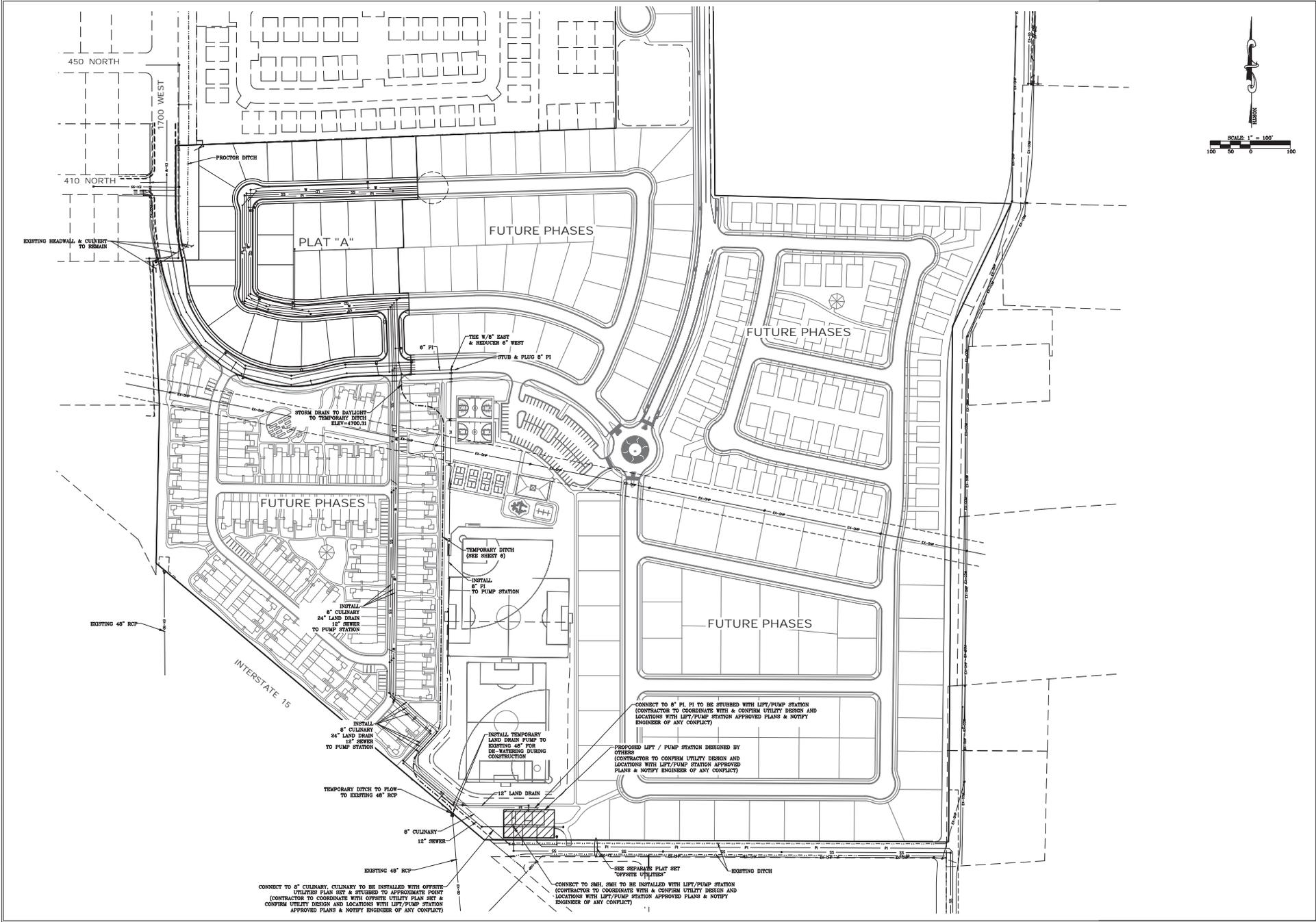
6'



NOTE:
 1-NO MASONRY WALL TO BE PLACED ALONG OPEN SPACE, PARK OR TOWNHOME AREA
 2-4" ROADBASE UNDER CURB & GUTTER & SIDEWALKS.

2 64' ROAD CROSS SECTION (~~GRANARY DRIVE~~)

Lancaster Drive

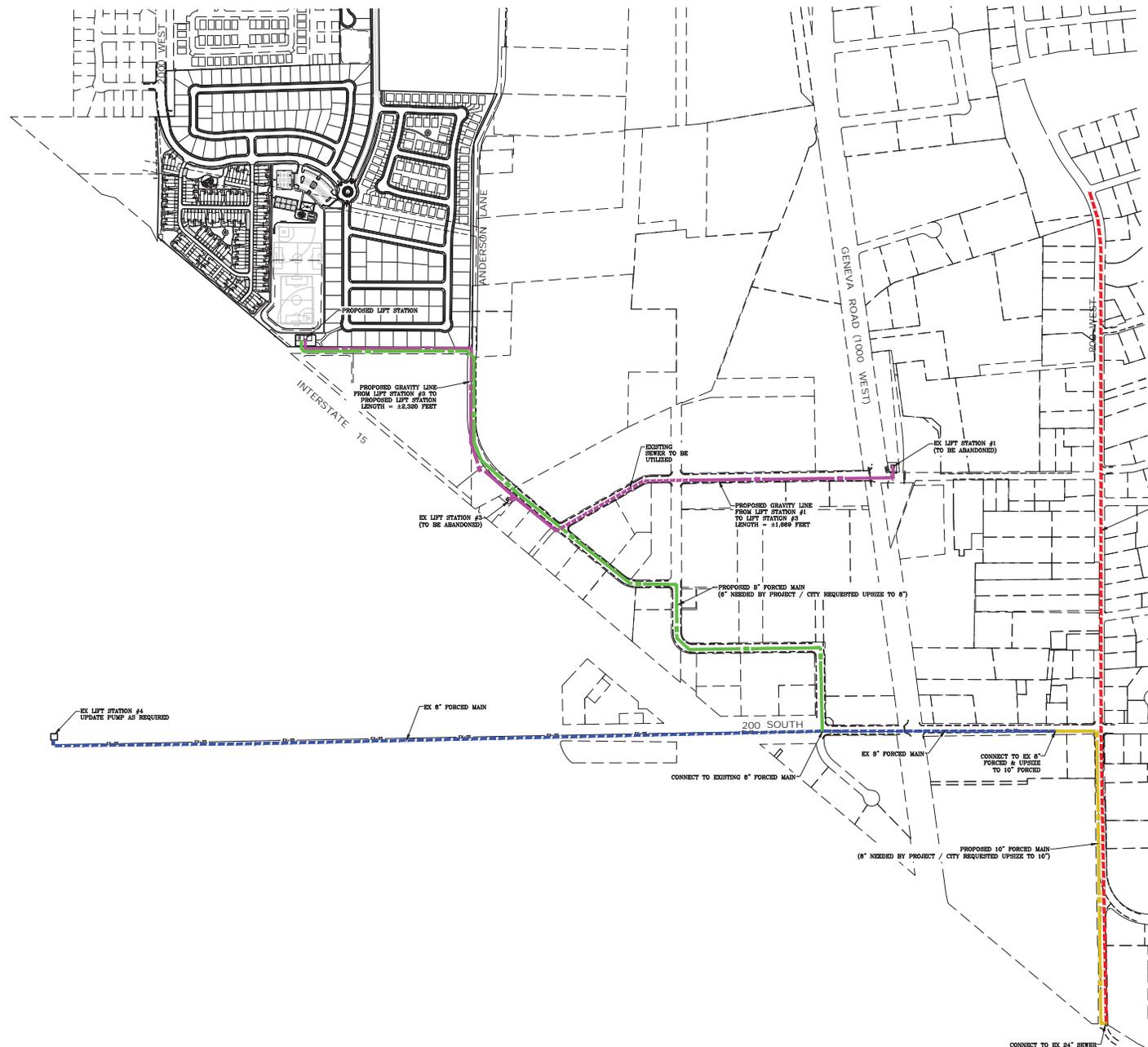


ANDERSON FARMS - PLAT "A" PRELIMINARY PLAN
 LINDON, UTAH
 UTILITIES TO PUMP STATION PLAN

REVISIONS	
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LEGEND

- EX. 8" PRESSURE SEWER LINE
- 8" PRESSURE SEWER LINE
- 10" PRESSURE SEWER LINE
- EX. 18" GRAVITY SEWER LINE
- EX. GRAVITY SEWER LINE
- PROPOSED GRAVITY SEWER LINE (SIZE TO BE DETERMINED)

IVORY HOMES
 3340 NORTH CENTER STREET
 LEHI, UT, 84043
 (801) 497-9800

ANDERSON FARMS - PLAT "A" PRELIMINARY PLAN
 LINDON, UTAH
 OFFSITE SEWER PLAN

REVISIONS	
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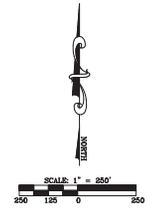
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7

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 Spanish Fork, UT 84660
 Phone: 801.798.0855
 Fax: 801.798.9393
 office@lei-eng.com
 www.lei-eng.com



LEGEND	
—	4" PROPOSED PI LINE
—	6" EXISTING PI LINE
—	6" PROPOSED PI LINE
—	8" PROPOSED PI LINE
—	10" PROPOSED PI LINE

- NOTES**
1. VALVES ARE NOT SHOWN ON THIS PLAN FOR CLARITY PURPOSES. AS PRELIMINARY PLANS ARE COMPLETED, VALVES, AND OTHER REQUIRED INFRASTRUCTURE WILL BE SHOWN ACCORDING TO LINDON CITY STANDARDS.
 2. EXISTING IRRIGATION WELLS TO BE ABANDONED PER DEVELOPMENT FRASING.
 3. OFFSITE PI CONNECTION TO BE COMPLETED ACCORDING TO SCHEDULE WITHIN MASTER DEVELOPMENT AGREEMENT.

ANDERSON FARMS - PLAT "A" PRELIMINARY PLAN
 LINDON, UTAH
 OFFSITE PRESSURE IRRIGATION PLAN

REVISIONS	
1.	
2.	
3.	
4.	
5.	

LEI PROJECT #
2013-1845
 DRAWN BY:
 BLS
 CHECKED BY:
 GDM
 SCALE:
 1" = 200'
 DATE:
 6/3/2016

SHEET
8

U:\LAND DESKTOP PROJECTS\13-1845 ANDERSON FARMS\DWG\PIR\13-1845-08.DWG PLOT 8 OF 8 6/3/2016 12:17 PM

7. Public Hearing — Final Budget for Fiscal Year 2017; Amend FY 2016 Budget (Resolution #2016-8-R) (60 minutes)

Kristen Colson, Lindon City Finance Director, will present the proposed Lindon City Budget documents for Fiscal Year (FY) 2017 beginning July 1, 2016. The City Council will hear public comment on the final city budget for FY 2017, including the allocation of revenue from the water, sewer, storm water and other enterprise funds to the general fund and will set the Certified Tax Rate. The tentative budget was presented and approved on April 19, 2016. The City Council also held a public work session on the proposed budget on May 3, 2016 and a public hearing on May 17, 2016 where budget issues were discussed in detail. The City Council will review the final budget for FY 2017, review the amended budget for FY 2016, review the agreement for services between the RDA and the City, and review the city-wide fee schedule and compensation programs.

See attached budget information. This is a balanced budget proposal for FY2017 and represents significant work from the Council, Department Heads, and other staff to manage resources wisely. Increased revenues from new construction (building permit fees) and increased sales taxes (including PARC tax) have strengthened the financial position of the City. The General Fund reserve balance (essentially the City's emergency savings) is targeted to be maintained at 24% of total General Fund revenues. This represents one of the best financial positions for the City in nearly a decade.

Due to the positive nature of the budget some large equipment purchases and capital improvement projects that have been postponed for several years are being programmed for purchase and/or completion in FY2017. Improving fund balances in Utility Enterprise from past increases in rates for services is also enabling improvements and replacement of critical facilities.

Sustainable road maintenance funding continues to be a financial hurdle for Lindon to overcome. However, with Lindon's healthy revenues during the past fiscal year, and projected revenues to continue into FY2017, the City is able to commit hundreds of thousands into road maintenance projects during FY2017. Sustained financial resources for roads will continue to be a future challenge.

During FY2017 the City anticipates seeing continued increase in revenues and expenditures as it grows and sees new development and demand for services from residents and businesses. This budget includes proposed increases in miscellaneous fees to help cover costs in specific areas, and proposed increases in utility rates that have been implemented over a multi-year period in order to continue re-building depleted utility fund balances and to cover costs of future utility replacements. No increase in property taxes are proposed as part of the FY2017 budget.

The Council will be presented with the budget materials and asked to vote on specific budgetary issues that have been reviewed in past meetings by consensus-poll only. The following items will be presented for the Council's review and consideration:

- Finance Director's Budget Message and review of Major Budget Issues
- Elected & Appointed Officials and Employee Compensation Programs
- Proposed 2016-17 Fiscal Year Budget (FY2017) & Amended 2015-16 Fiscal Year Budget (FY2016)
- Proposed 2016-17 Fiscal Year Fee Schedule
- Resolutions & agreements for services between Lindon City and the RDA

Sample Motion: I move to (approve, deny, continue) Resolution #2016-8-R , approving the final 2016-2017 fiscal year budget & fee schedule, amending the 2015-2016 fiscal year budget, and approving services between Lindon City and the Lindon RDA, with the following recommendations:

RESOLUTION 2016-8-R

A RESOLUTION OF THE CITY COUNCIL OF LINDON CITY, UTAH APPROVING AND ADOPTING A BUDGET FOR THE FISCAL YEAR 2016-2017 (FY2017), AMENDING THE BUDGET FOR THE 2015-2016 FISCAL YEAR (FY2016), SETTING THE CERTIFIED TAX RATE, ADOPTING A FEE SCHEDULE, ADOPTING THE COMPENSATION PROGRAMS, AND ENTERING INTO THE AGREEMENT WITH THE LINDON REDEVELOPMENT AGENCY.

WHEREAS, the Mayor and staff of Lindon City, Utah has, on April 19, 2016, presented to the City Council a Tentative Budget for FY2017; and

WHEREAS, the City Council has reviewed and modified the Tentative budget during a series of public work sessions and budget committee meetings and has developed a budget for FY2017; and

WHEREAS, the City Council, on due public notice, held a public meeting on the proposed budget on May 3, 2016 and held public hearings on May 17, 2016 and June 21, 2016 in the Council Chamber of the Lindon City Center to receive input regarding the budget prior to adopting the final FY2017 budget and amending the FY2016 budget; and

WHEREAS, the City Council has considered the Lindon City budget as submitted and all information presented at the public hearings and has made all changes and amendments which the City Council desires to make; and

WHEREAS, the City Council desires to set a certified tax rate in accordance with Utah State Code Title 59-2; and

WHEREAS, the Citywide Fee Schedule, the Elected and Appointed Officials Compensation Program and the Employee Compensation Program have been established in accordance with the Council's desires and presented with the budget document; and

WHEREAS, the City Council will appropriate sufficient revenues to finance and balance this budget; and

WHEREAS, the Lindon City Redevelopment Agency ("Agency") desires to use certain services and facilities of Lindon City during FY2017, and Lindon City is willing to make the desired services and facilities available to the Agency; and

WHEREAS, Lindon City and the Agency have mutually agreed upon a dollar amount which represents the reasonable and fair value of the use of the services and facilities in question; now

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LINDON, UTAH AS FOLLOWS:

Section 1. The City Council hereby adopts the following for FY2017, effective July 1, 2016 which are attached hereto and incorporated herein by references:

- The FY2017 Final Budget
- The City-wide Fee Schedule establishing all fees and charges
- The Elected and Appointed Officials Compensation and the Employee Compensation Programs

Section 2. The City Council hereby amends the fiscal FY2016 budget which is attached hereto and incorporated herein by reference.

Section 3. The Certified Tax Rate is hereby set at 0.001630.

Section 4. The City Council authorizes Lindon City to renew the contract substantially in the form of the Agreement concerning Redevelopment Agency Use of City Services and Facilities During Fiscal 2016-2017 ("Agreement") which is attached hereto as Exhibit A and incorporated herein by reference.

Section 5. The Mayor is authorized to execute the Agreement on behalf of Lindon City.

Section 6. A copy of the Lindon City Budget shall be placed in the Lindon City Center and be available for review on the City website.

Section 7. This resolution shall take effect immediately upon passage.

Section 8. All other resolutions, ordinances and policies in conflict herewith, either in whole or in part, are hereby repealed.

PASSED and ADOPTED by the City Council of Lindon City, Utah this 21st day of June 2016.

Jeff Acerson, Mayor

ATTEST:

Kathy Moosman, City Recorder

{Seal}

COUNCIL MEMBERS VOTING "AYE"

COUNCIL MEMBERS VOTING "NAY"

EXHIBIT A

**AGREEMENT CONCERNING
LINDON CITY REDEVELOPMENT AGENCY USE OF
CITY SERVICES AND FACILITIES DURING FISCAL 2016-2017**

WHEREAS, the Lindon City Redevelopment Agency ("Agency") desires to use certain services and facilities of Lindon City ("City") during fiscal year 2016-2017 (FY2017), and the City is willing to make the desired services and facilities available to the Agency; and

WHEREAS, the Agency and the City have mutually agreed upon a dollar amount which represents the reasonable and fair value of the use of the services and facilities in question;

NOW THEREFORE, in consideration of the mutual promises of the parties to this Agreement and of other good and valuable consideration, City and Agency hereby agree as follows:

1. The Agency shall be entitled to utilize the time of City personnel, City facilities, City equipment and supplies, and such other resources of the City as the Agency from time to time may require in furtherance of Agency objectives and functions.
2. The Agency and the City have reviewed and anticipated the needs of the Agency, approved the Agency's budget for FY2017 and have concluded that the reasonable and fair value of the services, facilities and supplies the Agency will use during FY2017 is \$26,740. The City hereby agrees to accept this amount, as compensation for the services, facilities and supplies in question and the Agency hereby agrees to pay this amount for said services, facilities, and supplies.

DATED this 21st day of June, 2016.

LINDON CITY, UTAH

LINDON REDEVELOPMENT AGENCY

Jeff Acerson, Mayor

Jeff Acerson, Chair

ATTEST:

ATTEST:

Kathy Moosman, City Recorder

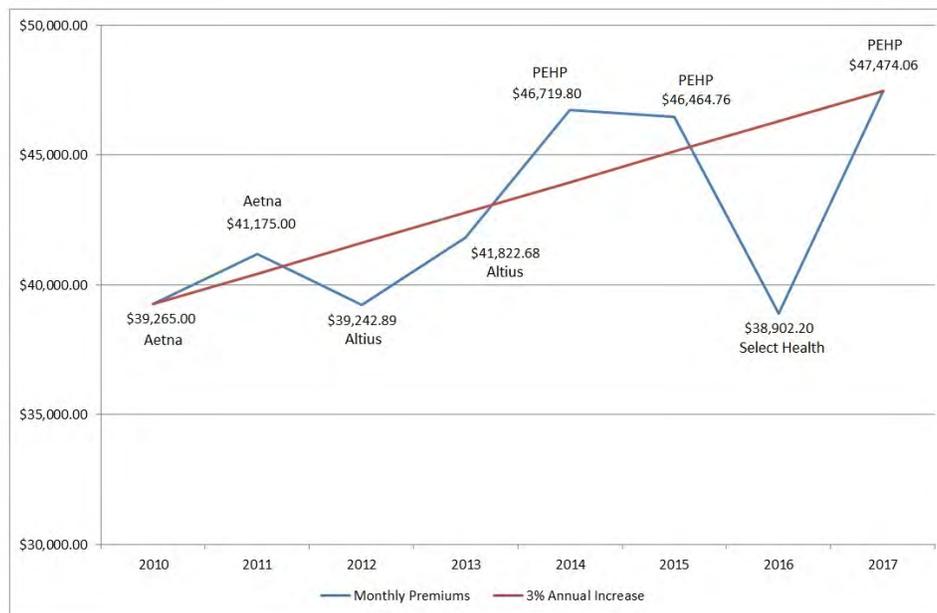
Adam Cowie, Executive Secretary

The City currently provides medical insurance through Select Health. There are two types of coverage offered, Traditional and High Deductible Health Plan (HDHP). The City takes the difference in premium between the Traditional and HDHP and deposits that amount into Health Savings Accounts (HSA) for employees on HDHP.

Select Health's renewal rate for the 2017 fiscal year (FY) is a 28% increase. Staff worked with First West Benefits (FWB) and Magellan to try to find insurance coverage for employees at a lower premium. There were some insurance companies that did not want to bid on Lindon City's insurance. FWB was able to get a quote from PEHP with only a 22% increase above Lindon City's current premiums with Select Health. Lindon City has previously provided employee insurance through PEHP in the 2014 FY and 2015 FY. Select Health provided employee insurance for the 2016 FY at a 16.3% decrease from PEHP.

Lindon City has switched insurance providers 3 times in the last 6 years. When the City switched from PEHP (with a plan year of July-June) to Select Health (with a plan year of January to December) on July 1, 2015, employees were able to get credit towards their deductibles, but not towards their out of pocket maximums. If the City switches back to PEHP, employees will not receive credit toward their annual deductibles, nor their out of pocket maximums, because it will be the beginning of PEHP's plan year. The employees participated in a survey in which 84% responded that they would rather switch July 1, 2016 and lose their 6 months of spending toward their deductibles and out of pocket maximum, rather than switching on January 1, 2017 and losing 6 months of their spending toward deductibles and out of pocket maximum when PEHP's plan year reset on July 1, 2017.

PEHP wants a 3 year commitment if the City switches to them. The following graph shows how monthly medical insurance premiums have changed since the 2010 FY. The premiums are all calculated based on the same number of employees and coverage types as we currently have in the 2016 FY so that there are not any personnel changes affecting the graph. The graph also assumes that the City will use PEHP in the 2017 FY. Since the 2010 FY, there has been an annual average increase in medical insurance premiums of 3%.



Background: Utility rates should not only cover current operational expenses, but also allow reserves to be established over time in order to fund repairing and/or replacing aging system components. Current utility rates do not meet this objective.

The City Engineer conducted an infrastructure assessment and maintenance evaluation as well as a utility rate study to determine and recommend utility rate increases for water, sewer, and storm water utilities. The recommendation was to implement an annual increase over five years of 9% for water rates, 4% for sewer rates, and 13% for storm water rates. The annual rate increases began July 1, 2014. Additional information can be found in the engineer's rate study report.

The recommended rate changes are listed below along with the 2016-2017 rates.

Utility	2015-2016 Rates	Recommended 2016-2017 Rates
Water (1" meter)		
Below North Union Canal		
Base	\$17.63	\$19.22
Usage	\$1.45 / kgal	\$1.58 / kgal
Above North Union Canal		
Base	\$19.07	\$20.67
Usage	\$1.54 / kgal	\$1.67 / kgal
Upper Foothills		
Base	\$27.47	\$31.74
Usage	\$1.75 / kgal	\$1.88 / kgal
Sewer		
Base	\$17.65	\$18.69
Usage	\$3.17 / kgal	\$3.30 / kgal
Storm Water (per ESU)	\$6.18	\$6.98

(kgal = 1000 gallons; ESU = Equivalent Service Unit, i.e. a single family home)

The monthly increase on a resident's utility bill (using 8,000 gallons, below North Union Canal) would be:

Water	\$2.63
Sewer	\$2.08
Storm	\$0.80
add'l tax	<u>\$0.33</u>
Total	\$5.84

Differential Fiscal Impact:

Water Fund	\$115,330
Sewer Fund	\$59,580
Storm Water Fund	\$72,130

These changes are reflected in the Proposed Budget and the revised Fee Schedule.

CITY COUNCIL POLL: YES _____ NO _____

PROPOSED FEE SCHEDULE CHANGES

For 2016-2017 Budget

ADDITIONS

Fire Impact Fee	
Residential (per residential unit)	\$152.00
Non-Residential (per 1000 SF floor space)	
Commercial	\$78.00
Industrial	\$31.00
Police Impact Fee	
Residential (per residential unit)	\$162.00
Non-Residential (per 1000 SF floor space)	
Commercial	\$84.00
Industrial	\$41.00
Hydrant Meter Rental	
Minimum charge	\$50.00

CHANGES

Aquatics Center	
Flow Rider Fees	
Non-resident	\$10.00 \$15.00 per person
Facility Rental Rates	
Leisure and Competition Pool	\$350.00 \$400.00/hr
Leisure/Competition Pool and Flow Rider	\$450.00 \$500.00/hr
Cemetery	
Burial Right (Cemetery Lot)	
Resident	\$550.00 \$700.00
Non-resident	\$1,000.00 \$1,300.00
Quarter-size Lot (Only available in cremation section; Urns only, no vaults)	
Resident	\$140.00 \$175.00
Non-resident	\$250.00 \$325.00
Interment	
Additional fee for Saturdays/After hours	\$275.00 \$300.00
Single-Depth Burial	
Resident	\$250.00 \$400.00
Non-resident	\$450.00 \$700.00
Double-Depth Burial	
Resident	\$300.00 \$450.00
Non-resident	\$600.00 \$800.00
Cremation Burial	
Resident	\$200.00 \$350.00
Non-resident	\$300.00 \$500.00
Library Reimbursement	
	50% of cost, \$50 maximum
For Orem and Pleasant Grove libraries only. Must present library receipt. Only 1 reimbursement will be given each year (from July 1 to June 30) whether on a 6 month or 1 year card and will be limited	

to 1 per family, not property. Residents that do not have the water bill in their name will have to present other proof of residency (i.e. recent electric bill or phone bill).

North Pointe Solid Waste Transfer Station Punch Pass (2 punches)

First pass (Residents only) Free
 Additional pass ~~\$16.00~~ \$18.00

Recreation

Basketball ~~\$45.00~~ \$50.00

Baseball

Pee Wee League
 Tee Ball ~~\$35.00~~ \$40.00
 Coach Pitch ~~\$35.00~~ \$40.00
 Machine Pitch ~~\$35.00~~ \$40.00
 Minors League
 Mustang \$80.00
 Pinto \$80.00
 Pony \$90.00

Soccer

Fall Indoor Soccer ~~\$35.00~~ \$40.00
 Spring Soccer ~~\$35.00~~ \$40.00

Community Center Rental Rates

Deposit 50% of total rental cost ~~\$200.00~~

Utility Rates - increases as recommended by Engineer's Study

Culinary Water Utility Fee (p. 15)

		METER SIZE					
ZONES		1"	1 1/2"	2"	3"	4"	6"
Below North Union Canal	base	\$17.63	\$31.73	\$51.13	\$193.93	\$352.60	\$654.07
		\$19.22	\$34.60	\$55.74	\$211.42	\$384.40	\$713.06
	ea. 1000 gal.	\$1.45	\$1.45	\$1.45	\$1.45	\$1.45	\$1.45
		\$1.58	\$1.58	\$1.58	\$1.58	\$1.58	\$1.58
Above North Union Canal	base	\$19.07	\$34.33	\$55.30	\$209.77	\$381.40	\$707.50
		\$20.67	\$37.21	\$59.94	\$227.37	\$413.40	\$766.86
	ea. 1000 gal.	\$1.54	\$1.54	\$1.54	\$1.54	\$1.54	\$1.54
		\$1.67	\$1.67	\$1.67	\$1.67	\$1.67	\$1.67
Upper Foothills	base	\$27.47	\$49.45	\$79.66	\$302.17	\$549.40	\$1,019.14
		\$31.74	\$57.13	\$92.05	\$349.14	\$634.80	\$1,177.55
	ea. 1000 gal.	\$1.75	\$1.75	\$1.75	\$1.75	\$1.75	\$1.75
		\$1.88	\$1.88	\$1.88	\$1.88	\$1.88	\$1.88

Garbage (Residential Only)

First garbage can ~~\$9.90~~ \$9.00
 Each additional garbage can ~~\$7.32~~ \$7.50

Recycling, per can

~~\$4.13~~ \$3.25

Sewer

Base ~~\$17.65~~ \$18.69
 Usage per 1000 gal. ~~\$3.17~~ \$3.30

Storm Water

~~\$6.18~~ \$6.98

DELETIONS

Aquatics Center Season Passes

	<u>Resident</u>	<u>Non-Resident</u>
Family*	\$190.00 + tax	\$250.00 + tax
Adult Couple	\$130.00 + tax	\$175.00 + tax
Adult Single	\$85.00 + tax	\$112.50 + tax
Senior Couple	\$85.00 + tax	\$112.50 + tax
Senior Single	\$55.00 + tax	\$75.00 + tax
Youth Pass	\$75.00 + tax	\$95.00 + tax

*Family Pass is for up to 5 members of the immediate family. Add \$15+tax/person for each additional family member.

Cemetery

Half-size lots		
Resident		\$275.00
Non-resident		\$500.00

Public Works

Swimming Pool Fill Up		\$500.00 + cost of water
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June 16, 2016

To: Honorable Mayor Acerson, Members of the City Council, Citizens of Lindon

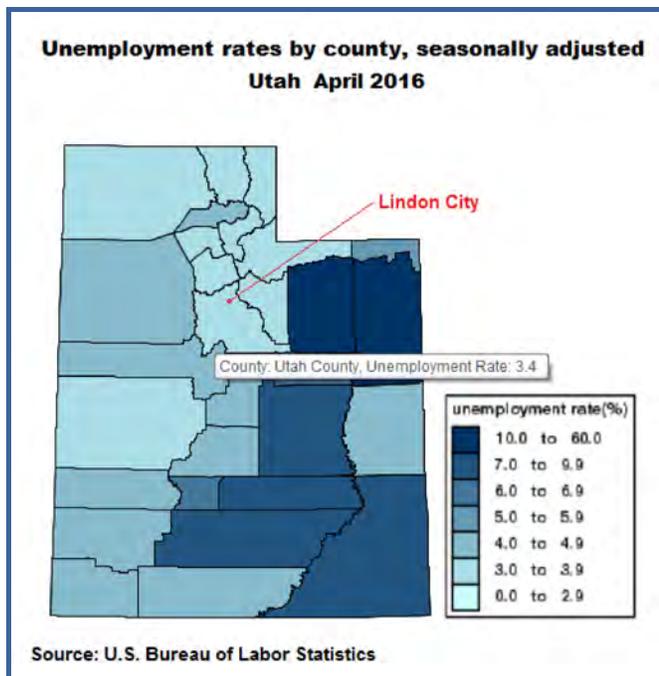
It is my privilege to present the Fiscal Year 2016-2017 Budget to you for your approval. This document is prepared for your review following the presentations of the Tentative Budget on April 19, 2016 and the Proposed Budget on May 17, 2016, and in anticipation of a public hearing scheduled for the purpose of adopting the Final Budget on June 21, 2016, at 7:00 p.m. in the Lindon City Council Chambers at 100 N State St, Lindon, Utah. The following Budget Message is a brief overview of the highlights in the budget.

The budget is one of the most important documents that the City prepares each year because a delicate balance must be maintained to ensure that City resources are managed responsibly; and essential because it allows the City to identify the services it provides to its residents and then allocate the funding necessary for the continued existence of such services.

BUDGET MESSAGE

This budget has been prepared in a better economic environment compared to a year ago. The national and local economies continue to show signs of improvement. The April 2016 unemployment rate in Utah County was 3.4%, which is below the State of Utah's average of 3.7% and the national average of 5.0%. Nationally, as well as locally, the housing industry is continuing to improve. The City's sales tax growth confirms that the economy is improving. The City's sales tax receipts have shown an increase for the sixth consecutive year. Sales tax receipts for the 2016 Fiscal Year (FY) are up 3.8% over the 2015 FY.

Despite such indicators causing general optimism, the potential for another recession or dip in the economy is recognized. Key decisions that have been delayed for several years now face the City leaders. After years of postponing capital



improvements and many maintenance programs due to the Great Recession, Lindon City is feeling the pressure to “catch up” while also building city reserves. The City engineers recently inventoried and evaluated the City’s infrastructure. In this budget, there are some maintenance projects, such as road surface repairs, but there will also be significant effort to identify and rank needs and then make plans for future budgets to meet those needs.

The City has many internal and external obligations that cause an enormous strain on an organization that relies on revenues such as sales tax and building permits. These revenue sources are sensitive (elastic) to the ins and outs of the economic tides. In good times, caution is required in order to treat much of the new revenue as one-time funds in the event that a recession is experienced, as has happened in the last decade. In poor times, the City lacks funding for one-time expenditures, such as road and building maintenance and vehicle replacement and repair. Additionally, the City has outside obligations that compete for the same revenues as on-going costs and capital maintenance.

The City’s Department Heads work hard to continue providing excellent service with very tight budget resources. A fully sustainable budget provides for operations, personnel, capital investment and replacement sufficient to provide the services desired by the residents of Lindon on an on-going basis. This requires a revenue stream that can weather the inevitable ups and downs of the economy without causing dramatic swings in service levels.

BUDGET POLICIES

The City is required by State law to enact a balanced budget. This year, the budget is presented with revenue and expenditure levels that are believed to be achievable and is balanced without any increases in taxes. City staff are to be commended for working together to continue providing the residents of Lindon with the same high levels of service with the resources available.

The City Council has directed staff to prepare this and future budgets with the following guiding principles:

- ▶ Incorporate policies and vision of the City Council consistent with adopted ordinances, General Plan, and Capital Facilities plans.
- ▶ Revenues and expenditures should be estimated at levels that are believed to be achievable.
- ▶ Enterprise funds should be self-sustaining. The City should develop healthy reserves in enterprise funds for long-term replacement needs and emergency repair and maintenance of critical facilities.

- ▶ The General Fund should be supported by diverse, stable revenue sources that do not collectively cause dramatic fluctuations over time. The City should not be dependent on limited funding sources to sustain its services and encourages implementation of a broad base of revenue sources with low rates.
 - One-time revenues should be used for one-time expenses.
 - Sales taxes should typically be used for one-time expenses and not for long-term financial commitments due to its volatility in poor economic times.
- ▶ Property taxes, fees, and other more stable sources of revenue should be set at sufficient rates to support critical services and programs essential for maintaining the public health, safety, and welfare.
 - Sustainable, ongoing revenue sources should be used to pay for ongoing expenses.
 - Fees and utility rates should be annually increased consistent with inflationary rates in order to maintain the buying power of the revenues and also to protect the public from significant increases in rates and fees.
- ▶ Develop capital facility master plans for buildings, parks, utilities, and other significant City infrastructure. The master plans should include strategic operations, maintenance, and replacement guidelines with supporting financial plans. Financial plans should justify rate structures that support the implementation of the master plan.
 - Adopt rate structures that support the implementation of the master plan for a five-year period and update the plan every five years, or as needed.
- ▶ Develop and follow a market driven compensation plan that will entice and retain good, quality employees. Analyze the need for additions to staff and evaluate the need to replace staff when a position becomes open due to resignation or retirement.
- ▶ Seek public input on budgetary decisions through a variety of means. (Exit surveys, community-wide surveys, public meetings, open houses, etc.).
- ▶ Use debt sparingly. Debt will only be issued for projects that cannot be reasonably afforded through a pay-as-you-go plan. For example, a pay-as-you-go scenario may be rejected if to do so would require cutting services or increasing service fees higher than would be necessary to pay debt service. As much as possible, debt will be planned as part of the financial component of the Capital Facilities Master Plans.

The budget is a financial plan for the fiscal year. It is in essence a plan of operation based upon an expected economy. At times the best that can be said about expectations is to expect the unexpected. As a safeguard, all revenue collections and expenditures are monitored throughout the year by management and software programs are utilized to assist in analyzing and controlling expenditures. This allows

staff to reduce budgets quickly to minimize the impact of a faltering economy on the City's ability to deliver key services.

EXPENDITURE HIGHLIGHTS

Personnel

This budget includes an additional building inspector who will also work as a code enforcement officer. This will be a full-time position. Additional information can be found in the "Major Budget Issues" subsection of the Budget Highlights and Overview Section of this document.

Personnel wages are proposed to increase by the average annual increase in the Consumer Price Index from March 2015 to February 2016 of 0.3% in order to provide employees with a cost of living allowance increase effective July 1, 2016. This budget also includes a 3.0% merit increase. In December 2016, the Administration will evaluate the year-to-date revenues and expenditures compared to budget and inform the Council whether or not merit increases will be paid based on the City's financial health and the economic outlook at that time. Merit increases would be effective January 1, 2017 and would be contingent upon employee evaluation scores.

In the Fall of 2014, Lindon City staff evaluated employee benefits and proposed reductions which were approved by the City Council on January 6, 2015. Lindon City made reductions in benefits in a series of phases or tiers every six months with the final reduction going into effect July 1, 2016.

The City switched to a different medical insurance provider in order to see a 16.3% in savings on medical insurance premiums in the 2015-2016 fiscal year. However, the insurance provider proposed a 28% increase for the 2016-2017 fiscal year. Lindon City chose to switch to a different insurance provider with only a 22% increase.

As a result of these changes, total benefit costs are projected to increase 7.1%. More information concerning employee benefits can be found in the Compensation Programs Section of this document.

Operations

Many operating accounts remained unchanged although a few accounts were increased when the additional expenditures were unavoidable, e.g., increased utility costs or necessary maintenance costs to continue providing a service.

Capital

Lindon City went many years putting off capital improvements and expenditures during the Great Recession. Now capital expenditures are being evaluated, prioritized and implemented as possible while trying to build and maintain the City's reserves for a possible future downturn in the economy.

The capital projects budgeted for this fiscal year consist of:

- installing an elevator in the City Center
- building a Public Safety Building to house the police department and fire station
- improving infrastructure in Redevelopment Agency (RDA) districts within the city
- multiple street resurfacing projects
- park improvements at Hollow, Lindon View Trailhead, Fryer Parks, Creekside and Citizenship Parks
- waterline replacements and connections, well and pump station improvements, and telemetry system upgrades
- vehicle and large equipment purchases in the Streets, Police, Water, and Sewer departments

Lindon City bonded for about 40% of the total project costs for the construction of the Public Safety Building. The debt service payments will be made from the General Fund with funds which were previously used for another bond's debt service payment which was paid off in 2015FY. Most of the other projects listed above are funded by restricted revenues which are designated for such projects.

Debt

The City has an annual debt service obligation of approximately \$1.7 million. This budget does not include the issuance of additional debt.

REVENUE HIGHLIGHTS

The Lindon City 2016-2017 budget does not include tax increases though a few increases are requested to bring various services more in-line with their delivery costs.

Increases are requested for water, sewer and storm water utility rates. These utility funds were reviewed by J-U-B Engineers. The firm issued a rate study with proposed rate increases for the next 3 years which are designed to cover projected operational expenses, as well as increase the coverage of repair and replacement costs.

More information about these utility rate changes can be found in the "Major Budget Issues" subsection of the Budget Highlights and Overview Section.

CHALLENGES FOR THE FUTURE

The City faces the following challenges that have not been addressed in this budget:

- the continually increasing need of funding for road maintenance and improvement
- identifying and prioritizing infrastructure improvement projects to maximize the City's investment

BUDGET AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Lindon City, Utah for its annual budget for the fiscal year beginning July 1, 2015. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for the City's twelfth consecutive award.

A reproduction of the certificate is in the Appendix.

CONCLUSION

This budget emphasizes maintaining the high level of service that the residents of Lindon have come to expect. I appreciate the dedication of our many employees and volunteers that serve in this community. Thank you for taking the time to read this Budget Message. Please feel free to contact me if you have any questions.

Respectfully submitted,
Kristen Colson, Finance Director

2016-2017

FINAL BUDGET

LINDON

GENERAL FUNDS

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
GENERAL FUND REVENUES				
TAXES				
Gen. Property Taxes - Current	1,665,260	1,707,974	1,638,935	1,711,327
Fees in Lieu of Prop. Tax	128,731	125,902	125,000	125,000
Prior Year Taxes	201,273	240,969	180,000	180,000
Penalties and Interest	11,398	3,953	4,000	4,000
General Sales & Use Tax	3,193,638	3,467,260	3,600,000	3,700,000
Mass Transit Tax	3,591	364	500	500
Room Tax	12	-	-	-
Telecommunications Tax	209,636	202,874	205,000	205,000
Cable Franchise Tax	32,858	32,972	30,000	30,000
Energy Franchise Tax	1,250,990	1,259,381	1,275,000	1,275,000
911 Telephone Tax	90,855	86,915	85,000	85,000
TOTAL TAXES	6,788,242	7,128,564	7,143,435	7,315,827
LICENSES AND PERMITS				
Business Licenses & Permits	68,375	67,710	71,500	71,500
Home Occupancy Application	600	525	700	700
Alarm Permits & False Alarms	425	325	500	500
Building Permits	163,664	301,662	372,000	372,000
1% State Fee - Bldg Permits	301	827	800	800
Building Bonds Forfeited	1,000	-	-	-
Plan Check Fee	42,846	121,546	170,500	120,000
Animal License	1,170	1,485	1,200	1,200
TOTAL LICENSES AND PERMITS	278,381	494,081	617,200	566,700
GRANTS & INTERGOVERNMENTAL				
CDBG Grants	-	-	-	50,000
Federal Grants	-	-	-	-
State Liquor Fund Allotment	9,101	8,244	8,600	8,500
Police Misc. Grants	13,473	11,696	-	-
State Grants	1,004	-	3,000	-
MAG Grants	-	-	-	-
County Grants	-	-	-	-
TOTAL GRANTS & INTERGOVERNMENTAL	23,578	19,939	11,600	58,500
CHARGES FOR SERVICES				
Zoning & Subdivision Fee	66,673	105,522	115,000	80,000
Engineering Review Fees	10,027	32,786	55,000	55,000
Planning Admin Fee	4,908	10,766	13,700	13,700
Materials Testing Fee	-	-	-	-
Street and Regulatory Signs	-	620	1,500	-
Construction Services Fee	-	-	64,000	60,000
Re-Inspection Fee	-	-	-	-
Park & Public Property Rental	9,390	11,230	10,000	10,000
Police Impact Fees	-	-	-	8,100
Fire Impact Fee	-	-	-	7,600
Weed Abatement	-	-	3,340	-
TOTAL CHARGES FOR SERVICES	90,999	160,925	262,540	234,400
FINES & FORFEITURES				
Court Fines	343,303	335,696	330,000	320,000
Traffic School Fees	11,911	11,051	11,000	11,000
TOTAL FINES & FORFEITURES	355,214	346,747	341,000	331,000
MISCELLANEOUS REVENUE				
Interest Earnings	6,234	12,472	30,000	30,000

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FINAL BUDGET

LINDON

GENERAL FUNDS

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
Police Misc. Fees	5,917	4,490	5,000	5,000
Police Training Courses	-	-	325	-
Lindon Youth Court	690	830	540	500
LD Car Show Contrib to Police	-	5,500	5,000	-
Payment Convenience Fee	1,066	1,832	2,000	2,000
Fixed Asset Disposal Gain/Loss	47,000	291,800	182,750	286,500
Misc. Park Revenue	39,468	3,120	3,120	3,120
Sundry Revenue	2,046	12,100	5,000	5,000
Lease Revenue	96,174	97,818	100,000	100,000
Maps and Publications	12	650	-	-
Funds from Financing Sources	73,436	480,520	80,000	500,000
TOTAL MISCELLANEOUS REVENUE	272,043	911,132	413,735	932,120
CLASS B & C ROAD FUND				
Road Fund Allotment	343,943	362,702	355,000	415,000
Road Impact Fees	9,566	98,218	72,000	20,000
Interest Earnings, Impact Fees	308	126	300	300
Interest Earnings PTIF Class C	2,029	2,126	1,200	1,200
Interest, US Bank, 700 N Bond	-	-	-	-
Miscellaneous	4,828	-	-	-
TOTAL CLASS B & C ROAD FUND	360,674	463,173	428,500	436,500
CEMETERY				
Sale of Burial Plots	52,370	39,155	61,000	40,000
Transfer Fees	140	80	-	-
Interment Fees	11,400	17,650	16,175	12,000
TOTAL CEMETERY	63,910	56,885	77,175	52,000
TRANSFERS AND CONTRIBUTIONS				
Admin Costs from RDA	149,800	147,700	141,183	26,740
Admin Costs from Water	210,823	216,251	233,297	249,444
PW Admin Dept cost share-Water	85,644	90,236	95,581	76,269
Joint Capital Exp from Water	-	-	-	54,000
Admin Costs from Sewer	190,226	197,835	208,519	216,860
PW Admin Dept cost share-Sewer	85,644	90,236	95,581	76,269
Joint Capital Exp from Sewer	-	-	-	18,000
Admin Costs frm Solid Waste Fd	15,532	16,600	16,780	16,000
Admin Costs from Storm Drain	56,977	66,444	77,678	87,776
PW Admin Dept cost share-Storm	85,644	90,236	95,581	76,269
Admin Costs from Telecomm Fd	-	2,250	2,500	2,500
Use of Fund Balance	72,562	-	-	-
Transfer from General Fund	-	-	500,000	150,000
Use of Fund Balance	479,329	239,165	-	291,026
Use of Impact Fee Fund Balance	-	-	-	-
TOTAL TRANSFERS AND CONTRIBUTIONS	1,432,181	1,156,953	1,466,700	1,341,153
TOTAL GENERAL FUND REVENUES	9,665,222	10,738,399	10,761,885	11,268,200
GENERAL FUND EXPENDITURES				
DEPT: LEGISLATIVE				
PERSONNEL				
Salaries & Wages	48,592	49,583	51,900	51,000
Planning Commission Allowance	9,900	8,500	8,800	9,200
Benefits - FICA	4,830	4,444	4,650	4,650
Benefits - Insurance Allowance	4,638	-	-	-
Benefits - Workers Comp.	1,111	641	900	900

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FINAL BUDGET

LINDON

GENERAL FUNDS

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
TOTAL PERSONNEL	69,072	63,167	66,250	65,750
OPERATIONS				
Travel & Training	4,251	4,710	6,000	6,000
Miscellaneous Expense	2,905	1,182	2,500	2,500
Mountainland Assoc of Govt	4,469	4,473	4,505	4,505
Utah Lake Commission	3,019	3,019	3,100	3,100
Utah League of Cities & Towns	7,482	8,040	8,610	9,260
Chamber of Commerce	-	1,350	1,350	1,350
TOTAL OPERATIONS	22,126	22,774	26,065	26,715
TOTAL LEGISLATIVE	91,198	85,941	92,315	92,465

DEPT: JUDICIAL

PERSONNEL				
Salaries & Wages	105,635	102,346	98,000	95,500
Salaries & Wages - Overtime	-	-	-	-
Benefits - FICA	8,325	7,989	7,500	7,300
Benefits - LTD	178	186	250	250
Benefits - Life	172	158	185	185
Benefits - Insurance Allowance	17,738	17,338	14,650	18,000
Benefits - Retirement	16,417	17,636	17,800	16,800
Benefits - Workers Comp.	637	112	200	200
TOTAL PERSONNEL	149,102	145,765	138,585	138,235
OPERATIONS				
Membership Dues & Subscriptions	164	174	350	350
Travel & Training	1,172	1,309	2,000	2,000
Office Supplies	4,276	2,833	4,500	4,500
Operating Supplies & Maint	113	561	500	500
Miscellaneous Expense	59	-	-	-
Telephone	1,411	1,442	1,500	1,500
Gasoline & Oil	8	22	-	-
Professional & Tech Services	176,903	150,093	145,000	180,000
Insurance	1,508	1,535	2,200	2,200
Court Surcharges & Fees	107,598	109,307	105,000	105,000
Bailiff Services	6,704	5,551	6,500	6,500
Purchase of Equipment	5,000	-	1,000	1,000
TOTAL OPERATIONS	304,916	272,828	268,550	303,550
TOTAL JUDICIAL	454,017	418,593	407,135	441,785

DEPT: ADMINISTRATION

PERSONNEL				
Salaries & Wages	373,142	404,467	428,000	438,500
Salaries & Wages - Overtime	-	-	-	-
Salaries - Temp Employees	-	2,760	4,000	4,000
Benefits - FICA	30,041	32,600	33,100	33,900
Benefits - LTD	1,845	2,008	2,300	2,300
Benefits - Life	948	930	1,000	1,000
Benefits - Insurance Allowance	97,751	98,916	79,500	77,500
Benefits - Retirement	75,941	85,393	86,800	89,400
Benefits - Workers Comp.	1,977	1,633	2,000	2,000
TOTAL PERSONNEL	581,646	628,708	636,700	648,600
OPERATIONS				
Membership Dues & Subscriptions	1,158	1,175	1,200	1,200
Public Notices	1,560	2,887	5,000	5,000
Travel & Training	4,441	5,003	5,500	5,500
Tuition Reimbursement Program	-	-	-	-
Office Supplies	10,511	7,078	10,500	10,500
Operating Supplies & Maint	1,646	2,533	4,000	2,500

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FINAL BUDGET

LINDON

GENERAL FUNDS

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
Miscellaneous Expense	-	179	300	300
Telephone	4,811	4,973	4,500	4,500
Gasoline & Oil	1,158	553	750	750
Employee Recognition	3,289	3,174	2,500	2,500
Professional & Tech Services	93,950	104,606	120,000	120,000
Merchant Fees	32,135	37,694	44,000	44,000
Bad Debt Expense	-	-	-	-
Insurance & Surety Bond	4,232	4,339	5,000	5,000
Insurance - Treasury Bond	899	900	1,270	1,300
Other Services	50	1,715	-	-
Purchase of Equipment	4,951	2,960	2,500	2,500
TOTAL OPERATIONS	164,791	179,770	207,020	205,550
CAPITAL OUTLAY				
Purchase of Capital Asset	-	-	-	-
TOTAL CAPITAL OUTLAY	-	-	-	-
TOTAL ADMINISTRATION	746,437	808,479	843,720	854,150
DEPT: CITY ATTORNEY				
Professional & Tech Services	61,821	76,269	75,000	96,000
Claims Settlement Contingencies	10,623	5,075	20,000	20,000
TOTAL CITY ATTORNEY	72,444	81,344	95,000	116,000
DEPT: CITY ENGINEER				
Professional & Tech Services	184,368	190,377	200,000	200,000
TOTAL CITY ENGINEER	184,368	190,377	200,000	200,000
DEPT: ELECTIONS				
Election Judges	2,780	-	3,000	3,000
Special Department Supplies	645	26	750	750
Other Services	4,592	-	4,600	4,600
TOTAL ELECTIONS	8,017	26	8,350	8,350
DEPT: GOVERNMENT BUILDINGS				
PERSONNEL				
Salaries & Wages	-	5,363	2,650	-
Benefits - FICA	-	363	250	-
Benefits - Workers Comp.	-	52	36	-
TOTAL PERSONNEL	-	5,777	2,936	-
OPERATIONS				
Operating Supplies & Maint	10,826	4,783	10,000	15,000
Miscellaneous Expense	14,958	14,023	15,000	15,000
Utilities	34,639	30,972	35,000	45,000
Telephone	1,026	-	1,000	21,000
Professional & Tech Services	230	485	500	500
Insurance	10,253	9,176	10,000	12,000
Other Services	24,089	17,683	36,000	45,000
TOTAL OPERATIONS	96,021	77,123	107,500	153,500
CAPITAL OUTLAY				
Building Improvements	-	-	-	80,000
Veterans Hall Renovation	3,200	-	-	-
TOTAL CAPITAL OUTLAY	3,200	-	-	80,000
TOTAL GOVERNMENT BUILDINGS	99,221	82,900	110,436	233,500
DEPT: POLICE SERVICES				
PERSONNEL				
Salaries & Wages	1,042,627	1,086,954	1,100,000	1,105,000
Salaries & Wages, X-ing Guard	18,335	18,554	19,250	19,150

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FINAL BUDGET

LINDON

GENERAL FUNDS

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
Salaries & Wages - Overtime	48,397	45,475	55,000	55,000
Salaries - Temp Employees	-	-	-	-
Benefits - FICA	86,767	90,460	90,700	90,500
Benefits - LTD	5,348	5,625	6,000	6,100
Benefits - Life	2,773	2,708	2,800	2,800
Benefits - Insurance Allowance	277,056	273,421	233,000	292,500
Benefits - Retirement	328,288	357,829	367,400	369,100
Benefits - Workers Comp.	24,420	18,829	20,000	20,000
TOTAL PERSONNEL	1,834,010	1,899,855	1,894,150	1,960,150
OPERATIONS				
Membership Dues & Subscriptions	723	1,215	1,000	1,000
Uniform Expense	13,652	12,295	10,000	10,000
Travel & Training	12,436	12,384	10,000	10,000
Office Supplies	5,572	4,474	5,000	5,000
Operating Supplies & Maint	23,194	13,389	23,000	23,000
Telephone	21,610	16,929	14,000	17,000
Gasoline & Oil	51,859	42,394	36,000	36,000
Professional & Tech Services	32,342	38,228	39,000	60,000
Dispatch, Orem City	93,597	107,662	122,452	116,203
Special Department Supplies	4,788	4,443	5,000	5,000
Insurance	7,079	8,855	9,000	11,000
Equipment Rental	-	-	-	-
Vehicle Lease	112,032	266,000	49,000	286,500
Other Services	-	-	-	-
Risk Management	1,060	756	1,000	1,000
Emergency Preparedness	8,667	4,028	8,000	1,500
Miscellaneous Exp.-Petty Cash	1,365	1,858	2,000	2,000
Youth Court Expenses	245	504	1,300	500
Nova/RAD Expense	1,138	1,492	1,300	1,300
Use of USAAV Funds	9,101	8,244	8,600	8,500
Purchase of Equipment	12,455	17,920	10,000	10,000
Vehicle Lease Principal	-	112,791	110,755	110,000
Vehicle Lease Interest	8,162	974	8,944	1,492
TOTAL OPERATIONS	421,075	676,836	475,351	716,995
CAPITAL OUTLAY				
Purchase of Capital Asset	73,436	480,520	-	-
Vehicles	-	-	80,000	500,000
TOTAL CAPITAL OUTLAY	73,436	480,520	80,000	500,000
TOTAL POLICE SERVICES	2,328,521	3,057,211	2,449,501	3,177,145
DEPT: FIRE PROTECTION SERVICES				
Operating Supplies & Maint	80	-	4,500	-
Telephone	-	-	-	3,600
Orem Fire/EMS	1,069,836	1,248,260	1,292,549	1,322,117
Dispatch	93,597	107,662	122,452	116,203
Other Services	264	360	400	400
Weed Abatement	-	-	-	-
TOTAL FIRE PROTECTION SERVICES	1,163,777	1,356,282	1,419,901	1,442,320
DEPT: PROTECTIVE INSPECTIONS				
PERSONNEL				
Salaries & Wages	147,582	152,358	153,000	201,150
Salaries & Wages - Overtime	-	-	-	-
Salaries - Temp Employees	-	-	-	-
Benefits - FICA	12,013	12,602	12,000	15,450
Benefits - LTD	749	785	820	1,100
Benefits - Life	316	316	350	480

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FINAL BUDGET

LINDON

GENERAL FUNDS

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
Benefits - Insurance Allowance	32,116	32,109	30,400	50,800
Benefits - Retirement	30,732	32,742	31,800	41,750
Benefits - Workers Comp.	2,598	1,824	2,020	2,200
TOTAL PERSONNEL	<u>226,106</u>	<u>232,736</u>	<u>230,390</u>	<u>312,930</u>
OPERATIONS				
Membership Dues & Subscriptions	1,024	723	1,200	1,200
Travel & Training	1,165	2,074	2,950	3,000
Office Supplies	2,483	2,103	2,500	3,650
Operating Supplies & Maint	2,181	980	4,400	3,000
Telephone	2,984	2,815	3,400	3,700
Gasoline & Oil	3,417	2,868	3,600	3,600
Professional & Tech Services	2,800	7,918	25,000	10,000
Insurance	1,939	1,974	3,000	3,000
Purchase of Equipment	2,260	-	1,000	4,330
TOTAL OPERATIONS	<u>20,253</u>	<u>21,454</u>	<u>47,050</u>	<u>35,480</u>
TOTAL PROTECTIVE INSPECTIONS	<u>246,359</u>	<u>254,190</u>	<u>277,440</u>	<u>348,410</u>
DEPT: ANIMAL CONTROL SERVICES				
Travel & Training	-	-	-	-
Operating Supplies & Maint	3,717	1,246	1,000	1,000
Special Dept Supplies	4	-	250	250
North Ut County Animal Shelter	14,870	21,591	17,000	17,000
NUC Shelter-remit license fees	1,170	1,485	1,200	1,200
Purchase of Equipment	-	-	-	-
TOTAL ANIMAL CONTROL SERVICES	<u>19,761</u>	<u>24,322</u>	<u>19,450</u>	<u>19,450</u>
DEPT: STREETS				
PERSONNEL				
Salaries & Wages	116,999	118,315	121,200	123,200
Salaries & Wages - Overtime	908	210	-	-
Salaries - Temp Employees	1,574	3,689	4,000	4,000
Benefits - FICA	10,057	9,017	9,900	10,100
Benefits - LTD	609	627	680	680
Benefits - Life	316	316	350	350
Benefits - Insurance Allowance	31,825	34,682	28,500	32,800
Benefits - Retirement	24,788	26,248	25,700	26,150
Benefits - Workers Comp.	1,903	938	1,050	1,050
TOTAL PERSONNEL	<u>188,978</u>	<u>194,043</u>	<u>191,380</u>	<u>198,330</u>
OPERATIONS				
Membership Dues & Subscriptions	97	74	100	100
Uniform Expense	320	150	150	300
Travel & Training	1,839	1,683	2,100	2,100
Office Supplies	261	439	500	500
Operating Supplies & Maint	15,390	17,485	15,000	16,000
Miscellaneous Exp	-	514	200	200
Utilities	27,686	25,974	30,000	30,000
Telephone	1,392	1,271	2,000	5,000
Gasoline & Oil	10,618	6,249	12,000	10,000
Professional & Tech Services	37,952	65,199	30,000	30,000
Street-side Landscaping	24,559	33,957	44,650	46,000
Materials Testing	-	487	2,000	2,000
Traffic Study	-	1,973	2,000	2,000
Special Snow Removal	28,027	8,422	33,600	34,000
Sidewalk Maintenance	13,815	13,000	25,000	15,000
Special Dept Supplies	3,595	5,070	5,000	9,000
Insurance	3,064	4,283	5,000	5,000
UTA Tax Payment	3,591	364	500	500

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LINDON

GENERAL FUNDS

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
Equipment Rental	6,073	2,289	2,500	2,500
Other Services	4,818	2,844	10,000	10,000
Purchase of Equipment	387	560	2,000	1,375
Lease Principal	-	-	-	-
TOTAL OPERATIONS	183,485	192,288	224,300	221,575
CAPITAL OUTLAY				
New Sidewalks	-	-	-	-
ADA Ramps	2,385	16,080	-	10,000
Improvements Other than Bldgs	-	-	-	-
Purchase of Capital Asset	31,485	-	-	180,000
Traffic Calming Projects	-	-	-	-
TOTAL CAPITAL OUTLAY	33,870	16,080	-	190,000
TOTAL STREETS	406,333	402,410	415,680	609,905

DEPT: CLASS B & C ROAD FUND

OPERATIONS				
Operating Supplies & Maint	-	-	-	-
Street Lights Utilities	81,345	77,933	85,000	85,000
Professional & Tech Services	85,513	24,850	30,000	30,000
Street Lights	8,245	2,808	15,000	15,000
Street Striping	3,841	1,500	5,000	7,000
Crack Sealing	47,167	25,000	25,000	27,000
Overlays	-	-	-	-
Purchase of Equipment	-	-	-	-
TOTAL OPERATIONS	226,111	132,091	160,000	164,000
CAPITAL OUTLAY				
Class C Capital Improvements	390,622	257,919	66,880	500,000
TOTAL CAPITAL OUTLAY	390,622	257,919	66,880	500,000
TOTAL CLASS B & C ROAD FUND	616,733	390,010	226,880	664,000

DEPT: PUBLIC WORKS ADMINISTRATION

PERSONNEL				
Salaries & Wages	227,056	227,610	255,500	197,200
Salaries & Wages - Overtime	155	-	-	-
Salaries - Temp Employees	-	-	-	-
Benefits - FICA	17,540	18,557	19,700	15,300
Benefits - LTD	1,130	1,175	1,150	1,150
Benefits - Life	457	445	475	475
Benefits - Insurance Allowance	52,189	50,806	43,600	39,500
Benefits - Retirement	46,972	49,349	50,800	40,450
Benefits - Workers Comp.	3,232	2,064	2,500	2,500
TOTAL PERSONNEL	348,730	350,006	373,725	296,575
OPERATIONS				
Uniform Expense	145	150	150	300
Travel & Training	2,295	2,030	3,500	3,500
Office Supplies	168	86	500	500
Operating Supplies & Maint	16	17	500	500
Telephone/Cell Phone	649	1,109	1,200	1,200
Professional & Tech Services	228	80	500	500
Purchase of Equipment	-	-	2,250	2,000
TOTAL OPERATIONS	3,501	3,471	8,600	8,500
TOTAL PUBLIC WORKS ADMINISTRATION	352,231	353,477	382,325	305,075
DEPT: PARKS				
PERSONNEL				
Salaries & Wages	117,262	121,502	124,700	129,200
Salaries & Wages - Overtime	2,797	1,614	2,600	2,150
Salaries - Temp Employees	20,348	13,435	15,000	15,000

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FINAL BUDGET

LINDON

GENERAL FUNDS

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
Benefits - FICA	11,191	11,191	10,900	11,150
Benefits - LTD	582	629	680	725
Benefits - Life	352	364	370	370
Benefits - Insurance Allowance	27,005	34,017	28,700	26,900
Benefits - Retirement	25,562	27,269	26,400	27,350
Benefits - Workers Comp.	2,245	1,616	1,600	1,600
TOTAL PERSONNEL	207,343	211,637	210,950	214,445
OPERATIONS				
Membership Dues & Subscriptions	615	615	650	650
Uniform Expense	153	250	150	300
Travel & Training	2,606	2,248	2,250	2,555
Office Supplies	578	-	200	200
Operating Supplies & Maint	28,962	25,250	25,000	25,000
Other Supplies	14,717	12,099	8,000	7,000
Trails Maintenance	275	1,963	3,000	3,000
Utilities	39,655	4,094	15,000	15,000
Telephone	1,123	866	1,800	1,800
Gasoline & Oil	6,402	5,037	5,000	5,000
Professional & Tech Services	7,739	3,233	3,500	3,500
Parks Maintenance Contract	138,633	137,627	135,000	135,000
Special Dept Supplies	-	2,987	-	-
Insurance	1,939	2,503	3,000	3,000
Equipment Rental	13	81	1,000	1,000
Other Services	(152)	514	500	6,500
Tree City USA Expenses	78	662	750	750
Tree Purchases & Services	(178)	1,914	5,000	5,000
Purchase of Equipment	466	1,113	2,100	1,000
TOTAL OPERATIONS	243,625	203,054	211,900	216,255
CAPITAL OUTLAY				
Improvements Other than Bldgs	-	-	-	-
Purchase of Capital Asset	-	-	-	20,355
Trails Construction & Improvmt	-	-	-	-
Lindon Heritage Trail	40,110	-	-	-
TOTAL CAPITAL OUTLAY	40,110	-	-	20,355
TOTAL PARKS	491,077	414,691	422,850	451,055
DEPT: LIBRARY SERVICES				
Library Card Reimbursement	29,390	15,005	16,000	16,000
TOTAL LIBRARY SERVICES	29,390	15,005	16,000	16,000
DEPT: CEMETERY				
Travel & Training	60	-	-	-
Operating Supplies & Maint	727	2,769	2,000	2,000
Professional & Tech Services	-	1,392	2,000	2,000
Grounds Maintenance Contract	5,408	6,378	7,350	7,350
Special Dept Supplies	814	776	1,000	2,000
Equipment Rental	-	2,187	3,500	3,500
Purchase of Equipment	-	-	-	-
TOTAL CEMETERY	7,009	13,501	15,850	16,850
DEPT: PLANNING & ECONOMIC DEVELOPMENT				
PERSONNEL				
Salaries & Wages	137,501	168,492	181,200	190,200
Salaries & Wages - Overtime	-	-	-	-
Salaries - Interns & Temp Emp	1,000	-	500	1,000
Benefits - FICA	11,365	13,897	14,000	14,650
Benefits - LTD	638	803	950	950

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FINAL BUDGET

LINDON

GENERAL FUNDS

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
Benefits - Life	382	474	500	500
Benefits - Insurance Allowance	39,302	49,446	40,700	50,750
Benefits - Retirement	25,661	32,959	34,000	36,150
Benefits - Workers Comp.	1,979	1,374	1,550	1,600
TOTAL PERSONNEL	217,827	267,445	273,400	295,800
OPERATIONS				
Membership Dues & Subscriptions	832	1,041	1,200	1,200
Travel & Training	854	1,295	2,500	2,500
Office Supplies	2,549	1,814	2,800	2,800
Operating Supplies & Maint	394	503	2,000	2,000
Telephone	2,522	2,994	2,900	2,900
Gasoline & Oil	517	455	800	800
Professional & Tech Services	210	232	10,000	1,000
Aerial Photos of the City	-	-	-	-
Insurance	1,939	2,173	2,800	2,800
Zoning Enforcement & Clean up	-	-	-	-
Master Plan	-	-	500	500
Miscellaneous Expense	88	122	300	400
Zoning & Ordinance Revision	-	-	100	-
Economic Development Expense	-	-	-	-
Purchase of Equipment	1,564	2,850	2,000	2,000
Historical Preservation Socy	503	64	500	500
Historical Fund Raiser	-	-	357	357
TOTAL OPERATIONS	11,971	13,543	28,757	19,757
TOTAL PLANNING & ECON. DEVELOPMENT	229,798	280,988	302,157	315,557
DEPT: TRANSFERS AND CONTRIBUTIONS				
TRANSFERS				
Transfer to Road Fund	-	-	500,000	150,000
Trfr to Redevelopment	-	-	-	-
Trfr to Debt Svc - UTOPIA	403,029	411,089	419,311	427,697
Trfr to Debt Svc-Pub Sfty Bldg	-	-	-	199,806
Trfr to Fire Station CIP Fd 49	-	-	820,748	367,010
Trfr to Recreation-Aquatics Bd	662,916	662,941	-	219,940
Trfr to Recreation-Hogan Bond	176,991	177,376	-	-
Trfr to Recreation Fund	574,031	200,000	150,000	250,000
Trfr to Debt Serv - 700 N Bond	213,396	213,984	213,446	213,526
TOTAL TRANSFERS	2,030,363	1,665,390	2,103,505	1,827,979
CONTRIBUTIONS				
Education Grants	1,000	1,000	1,000	1,000
Contrib - Miss Pleasant Grove	-	2,000	2,000	2,000
Little Miss Lindon Sponsorship	4,777	4,934	5,000	5,000
Lindon Days Sponsorship	-	-	-	-
Parade Float Sponsorship	4,859	9,250	750	750
Contrib - Character Connection	1,200	-	-	-
Community Unification Programs	4,114	-	-	-
UIA Assessments	62,345	-	-	-
Appropriate to Fund Balance	-	727,737	456,466	119,454
Appropriate to Fund Balance	-	-	488,174	-
Appropriate to Impact Fee bal.	9,874	98,344	-	-
TOTAL CONTRIBUTIONS	88,169	843,265	953,390	128,204
TOTAL TRANSFERS AND CONTRIBUTIONS	2,118,533	2,508,655	3,056,895	1,956,183
TOTAL GENERAL FUND EXPENDITURES	9,665,222	10,738,399	10,761,885	11,268,200

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FINAL BUDGET

LINDON

REDEVELOPMENT AGENCY FUND

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
STATE STREET DISTRICT				
REVENUES				
State St - Interest Earnings	6,973	6,665	9,500	2,000
State St - Tax Increment	193,784	147,454	131,950	137,000
State St - Prior Yr Tax Incr	138,465	66,344	54,300	54,000
State St - Sundry Revenue	-	-	-	-
Trfr from General Fund	-	-	-	-
State St - Use of Fund Balance	-	-	883,860	400,750
TOTAL STATE ST REVENUES	339,221	220,463	1,079,610	593,750
EXPENDITURES				
Miscellaneous Expense	-	3,745	107	-
Professional & Tech Services	10,326	2,500	1,670	-
Sales Tax Participation Agrmt	-	-	-	-
Tax Incremt Agmt, Carter Const	-	-	-	-
Other Improvements	59,727	-	-	200,000
Admin Costs to General Fund	33,600	33,600	24,843	26,740
Trfr to CIP49-Public Safety Bg	-	-	462,242	-
Trfr to Rereation Fund	-	-	590,748	367,010
Appropriate to Fund Balance	235,568	180,618	-	-
TOTAL STATE ST EXPENDITURES	339,221	220,463	1,079,610	593,750
WEST SIDE DISTRICT				
REVENUES				
West Side - Interest Earnings	1,068	784	800	-
West Side - Use of Fnd Balance	19,740	12,476	126,421	-
TOTAL WEST SIDE REVENUES	20,809	13,259	127,221	-
EXPENDITURES				
Miscellaneous Expense	-	-	-	-
Professional & Tech Services	20,809	13,259	16,500	-
Other Improvements	-	-	110,721	-
Appropriate to Fund Balance	-	-	-	-
TOTAL WEST SIDE EXPENDITURES	20,809	13,259	127,221	-
DISTRICT #3				
REVENUES				
District 3 - Interest Earnings	6,610	3,660	4,500	1,000
District 3 - Tax Increment	824,021	831,588	850,630	-
District 3 - Prior Yr Tax Incr	1,368	7,716	2,270	-
District 3 - Sundry Revenue	-	-	-	-
District 3 - Use of Fund Bal	510,471	182,660	117,410	16,607
TOTAL DISTRICT #3 REVENUES	1,342,471	1,025,624	974,810	17,607
EXPENDITURES				
Miscellaneous Expense	-	-	107	107
Professional & Tech Services	24,418	10,128	40,000	15,000
Insurance	1,136	1,138	2,500	2,500
Tax Participation Agreements	630,159	269,841	175,743	-
Other Improvements	233,234	24,741	640,120	-
Trfr to Gen Fund - Admin Costs	116,200	114,100	116,340	-
Trfr to Debt Service	337,324	605,675	-	-
Appropriate to Fund Balance	-	-	-	-
TOTAL DISTRICT #3 EXPENDITURES	1,342,471	1,025,624	974,810	17,607

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LINDON

PARC TAX FUND

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
REVENUES				
PARC Tax	117,404	475,198	500,000	510,000
Interest Earnings	4	881	2,400	2,400
Use of Fund Balance	-	-	-	-
TOTAL PARC TAX FUND REVENUES	117,408	476,079	502,400	512,400
PARC TAX FUND EXPENDITURES				
DEPT: AQUATICS CENTER				
Operating Supplies & Maint	-	14,171	15,000	15,000
Pool Chemicals	-	23,022	40,000	40,000
Utilities - Electricity	-	32,801	42,000	42,000
Utilities - Gas	-	12,936	17,000	17,000
Utilities - Telephone	-	133	1,000	1,000
Utilities - Water/Sewer	-	3,432	3,600	3,600
Purchase of Equipment	-	17,359	6,200	45,000
Facility Improvements	7,612	-	-	-
Trfr to Recreation-Capital Exp	-	43,568	30,000	-
TOTAL AQUATICS CENTER	7,612	147,420	158,800	163,600
DEPT: COMMUNITY CENTER				
Operating Supplies & Maint	-	3,035	4,000	4,000
Utilities - Electricity	-	5,561	7,800	8,000
Utilities - Gas	-	4,336	6,000	6,000
Utilities - Telephone	-	981	1,100	1,200
Utilities - Water/Sewer	-	3,307	4,000	4,000
Professional & Tech Services	-	-	12,200	15,000
Purchase of Equipment	-	3,723	9,100	-
Trfr to Recreation-Capital Exp	-	-	-	-
TOTAL COMMUNITY CENTER	-	20,943	44,200	38,200
DEPT: VETERANS HALL				
Operating Supplies & Maint	-	-	-	-
Utilities - Electricity	-	382	600	600
Utilities - Gas	-	529	600	600
Utilities - Water/Sewer	-	492	650	650
TOTAL VETERANS HALL	-	1,403	1,850	1,850
DEPT: PARKS AND TRAILS				
Operating Supplies & Maint	-	37,822	30,000	5,000
Utilities - Electricity	-	3,992	7,500	7,500
Utilities - Water/Sewer	-	22,356	23,000	23,000
Other Services	-	-	1,650	-
Improvements Other than Bldgs	-	33,306	95,490	70,000
Trfr to Parks CIP	-	-	5,000	-
TOTAL PARKS AND TRAILS	-	97,476	162,640	105,500
DEPT: GRANTS TO OTHER ENTITIES				
Grants to Other Entities	-	3,650	6,430	15,000
TOTAL GRANTS TO OTHER ENTITIES	-	3,650	6,430	15,000
DEPT: NON-DEPARTMENTAL				
Trfr to Recreation	-	32,925	80,870	80,100
Appropriate to Fund Balance	109,796	172,261	47,610	108,150
TOTAL NON-DEPARTMENTAL	109,796	205,186	128,480	188,250
TOTAL PARC TAX FUND EXPENDITURES	117,408	476,079	502,400	512,400

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FINAL BUDGET

LINDON

DEBT SERVICE FUND

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
Trfr from RDA District 3	337,324	605,675	-	-
Trfr from Road Fd - 700 N Bond	213,396	213,984	213,446	213,526
Trfr from Gen Fd - UTOPIA	403,029	411,089	419,311	427,697
Trfr From Gen Fd-Pub Sfty Bldg	-	-	-	199,806
Trff from Park CIP Fund	10,000	10,000	10,000	10,000
Use of Fund Balance	-	-	-	-
TOTAL DEBT SERVICE REVENUES	963,749	1,240,748	642,757	851,029
EXPENDITURES				
Public Safety Bldg Principal	-	-	-	157,000
Public Safety Bldg Interest	-	-	-	40,906
Public Safety Bldg Paying Agnt	-	-	-	1,900
RDA District 3 Principal	301,000	581,000	-	-
RDA District 3 Interest	34,574	22,775	-	-
RDA District 3 Payng Agent Fee	1,750	1,900	-	-
SID 2001 Bond Principal	-	-	-	-
SID 2001 Bond Interest	-	-	-	-
Parks Prop. Purchase Principal	10,000	10,000	10,000	10,000
UTOPIA Bond	403,029	411,089	419,311	427,697
700 N Road Bond Principal	136,236	141,813	146,593	152,170
700 N Road Bond Interest	75,766	70,657	65,339	59,842
700 N Road Bond Pay Agent Fees	1,394	1,514	1,514	1,514
Appropriate to Fund Balance	-	-	-	-
TOTAL DEBT SERVICE EXPENDITURES	963,749	1,240,748	642,757	851,029

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FINAL BUDGET

LINDON

**CAPITAL IMPROVEMENT
PROGRAM FUNDS**

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
CIP 47 - PARKS PROJECTS				
REVENUES				
City Wide Impact Fees	223,500	292,500	252,000	180,000
City Wide Interest Earned	1,328	2,307	4,000	4,000
Funds from Financing Sources	-	-	-	-
Trfr from PARC Tax	-	-	5,000	-
City Wide Use of Fund Balance	-	-	68,000	-
TOTAL PARKS CIP REVENUES	224,828	294,807	329,000	184,000
EXPENDITURES				
OPERATIONS				
Professional & Tech Services	4,391	-	5,000	5,000
Payment on Lindon View Park	-	-	-	-
Trfr to Debt Service	10,000	10,000	10,000	10,000
Cty Wd Appropriate to Fund Bal	164,292	190,542	-	19,000
TOTAL OPERATIONS	178,683	200,542	15,000	34,000
CAPITAL OUTLAY				
Pioneer Park	-	-	-	-
Pheasant Brook Park	-	-	-	-
Meadow Park Fieldstone	-	-	50,000	-
Hollow Park	-	-	133,000	50,000
Keenland Park	-	-	-	-
City Center Park	696	-	-	-
Lindon View Trailhead Park	37,429	6,269	-	50,000
Fryer Park	8,020	87,997	131,000	50,000
Property Purchase	-	-	-	-
TOTAL CAPITAL OUTLAY	46,145	94,265	314,000	150,000
TOTAL PARKS CIP EXPENDITURES	224,828	294,807	329,000	184,000
CIP 49 - PUBLIC SAFETY				
REVENUES				
Trfr from General Fund	-	-	820,748	367,010
Transfer from RDA	-	-	462,242	-
Bond Proceeds	-	-	2,600,000	-
Use of Fund Balance	-	-	-	2,582,225
TOTAL PUBLIC SAFETY CIP REVENUES	-	-	3,882,990	2,949,235
EXPENDITURES				
Professional & Tech Services	-	-	200,000	32,000
Insurance	-	-	1,050	1,600
Construction Costs	-	-	1,037,215	2,585,685
Furniture, Fixtures & Equipmnt	-	-	-	329,950
Cost of Bond Issuance	-	-	62,500	-
Appropriate to Fund Balance	-	-	2,582,225	-
TOTAL PUBLIC SAFETY CIP EXPENDITURES	-	-	3,882,990	2,949,235

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FINAL BUDGET

LINDON

WATER FUND

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
REVENUES				
Interest Earnings	710	548	650	650
Culinary Water Impact Fees	59,016	75,367	95,740	75,000
Interest, PTIF Cul Impact Fees	1,809	1,441	2,100	2,100
Hydrant Meter & Water Usage	9,446	5,841	4,000	4,000
Metered Water User Fees	1,063,655	1,143,350	1,281,410	1,396,740
Secondary Water User Fees	383,912	386,491	385,000	385,000
Water Line Inspection Fee	1,125	1,325	1,400	1,200
Water Main Line Assessment	3,424	34,852	11,600	2,000
Meter Installation, Bldg Permt	15,339	19,945	25,500	16,800
Utility Application Fee	1,160	1,550	1,530	1,000
Utility Collection Fees	5,020	47,749	48,000	45,000
Secondary Water Share Rentals	1,796	1,796	-	-
Fee in Lieu of Water Stock	174,291	82,457	127,500	-
Contributions from development	41,080	291,473	-	-
Water shares received	241,006	270,743	-	-
Sundry Revenue	5,049	2,631	-	-
Use of Impact Fees	-	-	-	-
Use of Fund Balance	-	-	-	94,155
TOTAL WATER FUND REVENUES	2,007,839	2,367,558	1,984,430	2,023,645
EXPENDITURES				
PERSONNEL				
Salaries & Wages	121,425	154,385	153,500	160,000
Salaries & Wages - Overtime	5,749	2,773	5,000	5,000
Salaries - Temp Employees	4,727	3,689	4,000	4,000
Benefits - FICA	10,529	12,303	12,800	13,400
Benefits - LTD	1,487	726	900	900
Benefits - Life	263	421	500	500
Benefits - Insurance Allowance	29,077	43,497	40,700	42,000
Benefits - Retirement	24,891	31,558	32,000	33,350
Benefit Expense	-	(27,794)	-	-
Actuarial Calc'd Pension Exp	-	18,285	-	-
Benefits - Workers Comp.	1,846	1,787	1,900	1,900
TOTAL PERSONNEL	199,994	241,630	251,300	261,050
OPERATIONS				
Membership Dues & Subscriptions	1,005	249	1,100	1,100
Uniform Expense	395	300	225	450
Travel & Training	908	2,463	3,500	3,500
Office Supplies	19,105	19,088	19,500	19,500
Operating Supplies & Maint	28,542	25,922	50,000	30,000
Miscellaneous Expense	-	-	-	-
Utilities	195,216	201,158	200,000	200,000
Telephone	5,273	6,550	6,500	9,500
Gasoline & Oil	9,193	8,251	12,000	10,000
Professional & Tech Services	57,059	117,832	70,000	50,000
Services - Impact Fees	689	53,089	40,000	10,000
Bad Debt Expense	-	-	-	-
Special Dept Supplies	49,233	38,047	52,000	52,000
Insurance	7,959	7,497	7,900	7,900
Equipment Rental	-	2,018	2,500	2,500
Other Services	5,909	3,745	7,000	7,000
CUP/Alpine Reach Watr Carriage	6,855	7,882	8,000	8,000
Claims Settlement/Expense	-	-	-	-
CUP/Bonneville OM&R	31,910	32,398	35,000	35,000
Purchase of Equipment	436	560	1,270	1,375
CUWCD Power Loss Charge	14,176	15,079	15,000	-

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FINAL BUDGET

LINDON

WATER FUND

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
Water Stock Assessment	106,393	62,091	110,000	110,000
Depreciation	314,534	318,973	-	-
CUP Water Principal	-	-	51,617	53,280
CUP Water Interest	93,309	91,727	90,787	89,124
700 N Water Bond Interest	5,292	4,821	4,486	4,109
700 N Water Bond Principal	-	-	10,065	10,448
400 N Cul. Water Bond Interest	4,742	3,321	3,082	1,579
400 N Cul Water Bond Principal	-	-	30,071	31,574
2010 Wtr Meter Lease Principal	-	-	82,403	-
2010 Wtr Meter Lease Interest	5,783	3,000	2,884	-
Amort of Cost of Issuance	-	-	-	-
Close Out to Balance Sheet	-	-	-	-
Admin Costs to General Fund	210,823	216,251	233,297	249,444
P.W. Admin Costs to Gen. Fund	85,644	90,236	95,581	76,269
Joint Capital Exp to Gen Fund	-	-	-	54,000
Joint Capital Exp to Sewer Fd	-	-	-	164,000
Appropriate to Impact Fee Bal	-	-	43,289	52,543
Appropriate to Fund Balance	537,298	769,993	1,073	-
TOTAL OPERATIONS	1,797,677	2,102,541	1,290,130	1,344,195
CAPITAL OUTLAY				
Improvements Other than Bldgs	-	-	-	-
Purchase of Capital Asset	-	-	-	50,000
Well Reconstruction	-	-	45,000	51,500
Special Projects	778	23,387	398,000	316,900
Murdock Utility Relocation	0	-	-	-
Impact Fee Projects	9,389	-	-	-
TOTAL CAPITAL OUTLAY	10,168	23,387	443,000	418,400
TOTAL WATER FUND EXPENDITURES	2,007,839	2,367,558	1,984,430	2,023,645

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FINAL BUDGET

LINDON

SEWER FUND

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
REVENUES				
Sewer Charges	1,256,141	1,378,891	1,489,420	1,549,000
Interest Earnings	226	875	1,500	1,500
Sundry Revenue	(1)	-	-	-
Sewer Line Inspection Fee	1,050	1,325	1,350	1,200
Sewer Impact Fee	129,842	279,940	255,500	255,500
Interest PTIF Sewer Impact Fee	576	311	1,000	500
Sewer Assessment, 1900 West	5,774	11,315	18,515	9,400
Sewer Assessment, Other	1,406	8,353	9,400	2,000
Contributions from development	17,954	178,217	-	-
Joint Capital Exp from Water	-	-	-	164,000
Use of Impact Fees	-	-	-	-
Use of Fund Balance	-	-	-	-
TOTAL SEWER FUND REVENUES	1,412,969	1,859,226	1,776,685	1,983,100
EXPENDITURES				
PERSONNEL				
Salaries & Wages	91,733	107,596	113,000	115,650
Salaries & Wages - Overtime	-	-	-	-
Salaries - Temp Employees	1,574	3,689	4,000	4,000
Benefits - FICA	6,856	9,024	9,600	9,600
Benefits - LTD	455	571	650	650
Benefits - Life	237	316	350	350
Benefits - Insurance Allowance	20,275	20,403	19,500	13,500
Benefits - Retirement	18,040	23,293	23,200	23,750
Benefit Expense	-	(20,515)	-	-
Actuarial Calc'd Pension Exp	-	13,497	-	-
Benefits - Workers Comp.	1,448	1,302	1,350	1,350
TOTAL PERSONNEL	140,618	159,176	171,650	168,850
OPERATIONS				
Membership Dues & Subscriptions	725	799	800	800
Uniform Expense	170	150	150	300
Travel & Training	912	2,040	2,100	2,100
Office Supplies	261	539	800	800
Operating Supplies & Maint	17,330	20,053	25,000	25,000
Miscellaneous Expense	-	-	-	-
Utilities	13,449	21,742	15,000	15,000
Telephone	1,454	1,564	2,100	5,100
Gasoline & Oil	7,376	5,177	7,500	6,000
Professional & Tech Services	26,585	73,315	60,000	60,000
Services - Impact Fees	-	9,803	75,000	50,000
Bad Debt Expense	-	-	-	-
Special Dept Supplies	2,999	3,937	5,700	5,000
Insurance	3,364	4,912	5,500	5,500
Orem City Sewage Collection	394,679	408,342	460,000	460,000
Equipment Rental	-	-	500	2,500
Other Services	8,718	5,229	3,500	6,000
Sewer Backup Claims	-	3,980	4,250	3,000
Purchase of Equipment	2,185	6,037	4,140	6,875
Depreciation	289,565	465,030	-	-
Orem Swr Plant Expansn Princpl	49,296	49,296	125,977	125,977
Geneva Rd Proj. Bond Principal	-	-	130,000	133,000
Geneva Rd Proj Bond Interest	69,075	65,927	62,850	59,600
Close Out to Balance Sheet	-	-	-	-
Admin Costs to General Fund	190,226	197,835	208,519	216,860
P.W. Admin Costs to Gen. Fund	85,644	90,236	95,581	76,269
Joint Capital Exp to Gen Fund	-	-	-	18,000

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FINAL BUDGET

LINDON

SEWER FUND

	<u>2013-2014 Actual</u>	<u>2014-2015 Actual</u>	<u>2015-2016 Amended Budget</u>	<u>2016-2017 Budget</u>
Appropriate to Impact Fee Bal	12,047	155,225	-	-
Appropriate to Fund Balance	96,863	108,883	240,068	80,469
TOTAL OPERATIONS	<u>1,272,922</u>	<u>1,700,050</u>	<u>1,535,035</u>	<u>1,364,150</u>
CAPITAL OUTLAY				
Purchase of Capital Asset	-	-	-	410,000
Geneva Road Upgrade Project	(571)	-	-	-
Special Projects	-	-	70,000	40,100
TOTAL CAPITAL OUTLAY	<u>(571)</u>	<u>-</u>	<u>70,000</u>	<u>450,100</u>
TOTAL SEWER FUND EXPENDITURES	<u>1,412,969</u>	<u>1,859,226</u>	<u>1,776,685</u>	<u>1,983,100</u>

2016-2017

FINAL BUDGET

LINDON

SOLID WASTE COLLECTION FUND

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
REVENUES				
Waste Collection Fees	376,012	377,724	377,000	360,000
Recycling Collection Fees	39,712	43,082	42,500	40,000
Use of Fund Balance	-	-	-	26,700
TOTAL SOLID WASTE REVENUES	415,725	420,806	419,500	426,700
EXPENDITURES				
Other Supplies & Services	-	-	-	-
Republic Collection Fees	218,380	213,737	222,300	227,000
Landfill	119,894	122,501	121,000	125,000
Republic Recycling Charges	37,340	38,441	40,600	41,500
North Pointe Punch Passes	9,534	8,528	10,000	10,000
City Wide Cleanup	-	2,925	4,500	4,500
Bad Debt Expense	-	-	-	-
Insurance	812	827	1,200	1,200
Other Services	-	1,304	1,500	1,500
Admin Costs to General Fund	15,532	16,600	16,780	16,000
Appropriate to Fund Balance	14,232	15,942	1,620	-
TOTAL SOLID WASTE EXPENDITURES	415,725	420,806	419,500	426,700

2016-2017

FINAL BUDGET

LINDON

STORM WATER DRAINAGE
SYSTEM FUND

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
REVENUES				
Storm Water Utility	424,103	489,158	554,840	626,970
Storm Water Impact Fee	41,262	86,702	104,000	95,000
Sundry Revenue	144	(35)	-	-
Grant Proceeds	-	-	-	-
Interest Earned	-	-	-	-
Funds from Other Sources	-	-	-	-
Fixed Asset Disposal Gain/Loss	45,000	-	-	-
Contributions from development	10,945	270,001	-	-
Use of Fund Balance	189,473	-	-	-
TOTAL STORM WATER REVENUES	710,928	845,827	658,840	721,970
EXPENDITURES				
PERSONNEL				
Salaries & Wages	113,409	102,128	104,600	106,900
Salaries & Wages - Overtime	-	-	-	-
Salaries - Temp Employees	1,574	5,469	6,000	6,000
Benefits - FICA	9,221	8,565	8,500	8,700
Benefits - LTD	591	528	600	600
Benefits - Life	395	316	350	350
Benefits - Insurance Allowance	26,418	23,411	21,300	24,100
Benefits - Retirement	24,017	22,261	22,100	22,600
Benefit Expense	-	(19,606)	-	-
Actuarial Calc'd Pension Exp	-	12,898	-	-
Benefits - Workers Comp.	1,996	1,243	1,250	1,250
TOTAL PERSONNEL	177,621	157,213	164,700	170,500
OPERATIONS				
Membership Dues & Subscriptions	2,462	2,252	2,500	2,500
Uniform Expense	245	223	150	300
Travel & Training	1,096	694	800	800
Office Supplies	802	687	1,000	1,000
Operating Supplies & Maint	13,490	14,925	18,000	25,000
Miscellaneous Expense	-	-	-	-
Utilities	1,907	1,269	2,000	2,000
Telephone	2,146	1,810	2,000	5,000
Gasoline & Oil	8,666	6,072	7,000	6,000
Professional & Tech Services	29,925	78,987	50,000	70,000
Services - Impact Fees	-	45,212	65,000	65,000
Claims Settlement/Expense	-	-	3,000	3,000
Bad Debt Expense	-	-	-	-
Special Dept Supplies	686	288	2,000	2,000
Insurance	2,154	4,447	4,600	4,600
Equipment Rental	-	-	1,000	2,500
Other Services	4,798	4,553	3,000	5,000
Disburse Grant to Subrecipient	-	-	-	-
Storm Water Mgmt Program	55	800	1,000	1,000
Purchase of Equipment	384	1,640	11,240	1,625
Depreciation	284,982	299,503	-	-
700N Storm Water Bond Interest	14,053	13,096	12,187	12,187
700N Storm Wtr Bond Principal	-	-	27,342	27,342
Street Sweeper Principal	-	-	38,487	39,522
Street Sweeper Interest	1,936	7,155	4,311	3,276
Amort of Cost of Issuance	-	-	-	-
Close out to Balance Sheet	-	-	-	-
Admin Costs to General Fund	56,977	66,444	77,678	87,776

2016-2017

FINAL BUDGET

LINDON

**STORM WATER DRAINAGE
SYSTEM FUND**

	<u>2013-2014 Actual</u>	<u>2014-2015 Actual</u>	<u>2015-2016 Amended Budget</u>	<u>2016-2017 Budget</u>
P.W. Admin Costs to Gen. Fund	85,644	90,236	95,581	76,269
Appropriate to Fund Balance	-	48,322	64,264	97,773
TOTAL OPERATIONS	<u>512,408</u>	<u>688,614</u>	<u>494,140</u>	<u>541,470</u>
CAPITAL OUTLAY				
Purchase of Capital Asset	-	-	-	-
Special Projects	23,516	-	-	10,000
Lindon Hollow Creek	(2,616)	-	-	-
Murdock Utility Relocation	-	-	-	-
TOTAL CAPITAL OUTLAY	<u>20,899</u>	<u>-</u>	<u>-</u>	<u>10,000</u>
TOTAL STORM WATER EXPENDITURES	<u>710,928</u>	<u>845,827</u>	<u>658,840</u>	<u>721,970</u>

2016-2017

FINAL BUDGET

LINDON

RECREATION FUND

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
REVENUES				
Interest Earnings	491	100	500	500
Daily Admission	152,543	177,195	165,000	175,000
Resident Season Pass	21,936	20,931	26,000	-
Non-Resident Season Pass	14,753	13,575	15,000	-
Flow Rider Daily Admission	26,696	19,422	22,000	22,000
Pool Punch Pass	10,165	10,508	10,000	40,000
Water Aerobics	673	826	700	700
Concessions	18,941	55,562	50,000	50,000
Merchandise	1,747	906	1,300	1,300
Swim Classes	40,381	42,588	40,000	40,000
Swim Team	34,140	16,715	15,000	15,000
Flow Rider Lessons	2,365	3,610	2,200	2,200
Junior Life Guard	648	-	-	-
Flow Rider Rentals	5,185	615	5,500	5,500
Private Pool Rentals	30,610	44,931	37,500	37,500
Party Room Rentals	1,805	1,340	1,500	1,500
FlowTour Event	1,495	1,715	2,960	2,960
Recreation Center Classes	11,296	12,954	10,300	10,300
Recreation Sports Fees	52,202	46,715	61,550	61,550
Lindon Days Revenue	17,876	19,295	22,600	20,000
Till Adjustments	(85)	87	-	-
Community Center Donations	2,590	7,238	2,500	2,500
Community Center Rental	6,787	7,863	13,030	7,800
Grant Proceeds	63,401	5,835	24,360	-
Sundry Revenue	-	134	-	-
Transfer from PARC Tax Fund	-	76,493	110,870	80,100
Transfer from RDA	-	-	590,748	367,010
Trfr from GF-Aquatic Ctr Bond	662,916	662,941	-	219,940
Trfr from GF-Hogan Bond	176,991	177,376	-	-
Transfer from General Fund	574,031	200,000	150,000	250,000
Use of Fund Balance	-	-	137,080	108,415
TOTAL RECREATION FUND REVENUES	1,932,580	1,627,469	1,518,198	1,521,775
DEPT: AQUATICS FACILITY				
PERSONNEL				
Salaries & Wages	27,041	23,735	25,200	26,700
Salaries & Wages - Overtime	-	-	-	-
Salaries - Seasonal Help	273,043	263,971	280,000	280,000
Benefits - FICA	20,843	21,676	23,500	23,500
Benefits - LTD	106	128	150	150
Benefits - Life	53	53	75	75
Benefits - Insurance Allowance	5,805	5,803	5,100	6,050
Benefits - Retirement	4,893	5,350	5,350	5,700
Benefit Expense	-	-	-	-
Actuarial Calc'd Pension Exp	-	-	-	-
Benefits - Workers Comp.	4,227	3,026	3,400	3,400
TOTAL PERSONNEL	336,012	323,741	342,775	345,575
OPERATIONS				
Membership Dues & Subscriptions	873	1,725	1,500	1,500
Uniform Expense	774	5,899	4,000	4,000
Travel & Training	1,458	1,376	1,500	1,500
Licenses & Fees	3,996	1,915	2,500	2,500
Office Supplies	1,328	2,074	1,500	1,500
Operating Supplies & Maint	57,682	38,934	40,000	40,000
Pool Chemicals	34,140	11,231	-	-
Parts and Supplies	-	-	1,000	1,000

2016-2017

FINAL BUDGET

LINDON

RECREATION FUND

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
Miscellaneous Expense	7,354	594	6,000	6,000
Concessions Expenses	14,306	31,252	30,000	30,000
Utilities	95,093	45,359	50,000	50,000
Telephone	580	382	1,300	4,300
Gasoline & Oil	342	323	-	-
Professional & Tech Svcs	11,722	7,627	6,000	6,000
Insurance	5,843	4,760	6,000	6,000
Other Services	237	-	-	-
Purchase of Equipment	(1,153)	10,795	-	-
TOTAL OPERATIONS	234,575	164,245	151,300	154,300
CAPITAL OUTLAY				
Building Improvements	-	-	-	-
Improvements	(270)	-	30,000	30,000
Purchase of Capital Asset	-	-	-	-
TOTAL CAPITAL OUTLAY	(270)	-	30,000	30,000
TOTAL AQUATICS FACILITY	570,317	487,986	524,075	529,875
DEPT: COMMUNITY CENTER				
PERSONNEL				
Salaries & Wages	107,280	128,899	134,600	139,500
Salaries & Wages - Overtime	-	-	-	-
Salaries - Temp Employees	-	-	1,000	4,000
Benefits - FICA	7,945	10,812	10,400	10,750
Benefits - LTD	106	327	400	400
Benefits - Life	53	194	225	225
Benefits - Insurance Allowance	5,805	23,214	15,700	13,400
Benefits - Retirement	4,872	12,824	13,300	14,125
Benefit Expense	-	(16,007)	-	-
Actuarial Calc'd Pension Exp	-	10,531	-	-
Benefits - Workers Comp.	1,401	1,149	1,350	1,350
TOTAL PERSONNEL	127,463	171,943	176,975	183,750
OPERATIONS				
Membership Dues & Subscriptions	615	680	700	700
Uniform Expense	87	-	-	-
Recreation Uniforms	10,413	8,821	13,000	13,000
Travel & Training	2,230	591	2,300	2,300
Licenses & Fees	-	-	300	300
Office Supplies	1,730	3,094	3,000	3,000
Operating Supplies & Maint	11,361	11,442	10,000	10,000
Parts and Supplies	710	-	1,500	1,500
Miscellaneous Expense	180	246	500	500
Concessions Expenses	-	-	600	600
Utilities	23,601	10,898	12,500	12,500
Telephone	2,548	1,404	2,500	12,500
Gasoline & Oil	431	473	1,000	1,000
Professional & Tech Svcs	3,336	5,518	6,500	6,500
Recreation Program Expenses	14,118	13,952	32,000	32,000
Comm. Ctr. Program Expenses	9,268	5,696	7,500	7,500
Senior Ctr. Program Expenses	1,888	2,396	2,000	2,000
Lindon Days	54,810	44,423	45,000	50,300
Other Community Events	3,176	4,849	6,000	5,500
Healthy Lindon	-	319	1,000	1,000
Comm. Ctr Advisory Board	147	-	-	-
Insurance	2,277	1,975	4,500	4,500
Other Services	10,938	8,204	24,000	4,000
Purchase of Equipment	134	-	-	-
TOTAL OPERATIONS	153,998	124,981	176,400	171,200

2016-2017

FINAL BUDGET

LINDON

RECREATION FUND

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
CAPITAL OUTLAY				
Building Improvements	-	-	-	-
Purchase of Capital Asset	-	-	-	-
TOTAL CAPITAL OUTLAY	-	-	-	-
TOTAL COMMUNITY CENTER	281,461	296,924	353,375	354,950
NON-DEPARTMENTAL OPERATIONS				
Depreciation Expense	270,051	276,368	-	-
2008 Aquatics Center Principal	-	-	87,515	2,515
2008 Aquatics Center Interest	391,611	322,659	375,185	363,585
Aquatic Ctr Paying Agent Fees	1,750	1,900	1,900	1,900
2009 Hogan Bond Principal	-	-	-	-
2009 Hogan Bond Interest	7,022	281	-	-
Hogan Bond Paying Agent Fees	-	-	-	-
2015 Refunding Principal	-	-	-	-
2015 Refunding Interest	-	30,392	174,248	267,050
2015 Refunding Agent Fees	-	-	1,900	1,900
2015 Refundng Cost of Issuance	-	132,201	-	-
Bond Amortization	(2,561)	-	-	-
COI Amortization	-	(2,561)	-	-
Premium Amortizatn Series 2015	-	(20,307)	-	-
Loss Amortization Series 2015	-	30,927	-	-
Close Out to Balance Sheet	-	-	-	-
Appropriate to Fund Balance	412,929	70,699	-	-
TOTAL OPERATIONS	1,080,803	842,559	640,748	636,950
TOTAL NON-DEPARTMENTAL	1,080,803	842,559	640,748	636,950
TOTAL RECREATION FUND EXPENDITURES	1,932,580	1,627,469	1,518,198	1,521,775

2016-2017

FINAL BUDGET

LINDON

TELECOMMUNICATIONS FUND

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
REVENUES				
Customer Connecction Fee	46,042	49,052	50,000	50,000
Contributions from development	-	38,230	-	-
Sundry Revenue	-	-	-	-
Use of Fund Balance	-	-	-	-
TOTAL TELECOMMUNICATIONS REVENUES	<u>46,042</u>	<u>87,282</u>	<u>50,000</u>	<u>50,000</u>
EXPENDITURES				
UTOPIA Customer Services	43,905	43,066	47,500	47,500
Admin Costs to General Fund	-	2,250	2,500	2,500
Appropriate to Fund Balance	2,137	41,967	-	-
TOTAL TELECOMMUNICATIONS EXPENDITURES	<u>46,042</u>	<u>87,282</u>	<u>50,000</u>	<u>50,000</u>

SUMMARY OF CHANGES IN FUND BALANCES

	Governmental Funds							Proprietary Funds						Total All Funds
	General	Road	RDA	PARC Tax	Parks CIP	Pub. Sfty CIP	Debt Svc	Water	Sewer	Garbage	Storm	Recreation	Telecomm.	
Beginning Balances	2,388,173	656,151	617,824	329,667	290,490	2,582,225	-	2,723,740	1,783,775	89,875	(416,521)	133,188	41,960	11,220,547
Revenues														
Program revenues														
Charges for services	2,084,227							1,781,740	1,549,000	400,000	626,970	493,810	50,000	6,985,747
Grants and contributions	58,500											2,500		61,000
General revenues														
Property taxes	2,020,327													2,020,327
Sales tax	3,700,500													3,700,500
Other taxes	1,595,000	415,000	191,000	510,000										2,711,000
Other	932,120	21,500	3,000	2,400	184,000	-		147,750	434,100		95,000		-	1,819,870
Total revenues	10,390,674	436,500	194,000	512,400	184,000	-	-	1,929,490	1,983,100	400,000	721,970	496,310	50,000	17,298,444
Transfers In	-	150,000	-	-	-	367,010	851,029	-	-	-	-	917,050	-	2,285,089
Expenses														
General government	2,956,892		44,347											3,001,239
Public safety	4,638,915													4,638,915
Streets	609,905	164,000												773,905
Parks and recreation	451,055			324,150										775,205
Capital projects	-	500,000	200,000		155,000	2,949,235								3,804,235
Debt Service	-						851,029							851,029
Water								1,971,102						1,971,102
Sewer									1,902,631					1,902,631
Solid Waste										426,700				426,700
Storm Water Drainage	-										624,197			624,197
Recreation Fund												1,521,775		1,521,775
Telecomm. Fund													50,000	50,000
Total expenses	8,656,767	664,000	244,347	324,150	155,000	2,949,235	851,029	1,971,102	1,902,631	426,700	624,197	1,521,775	50,000	20,340,933
Transfers Out	1,614,453	213,526	367,010	80,100	10,000	-	-	-	-	-	-	-	-	2,285,089
Ending Balances	2,507,628	365,125	200,467	437,817	309,490	-	-	2,682,128	1,864,244	63,175	(318,748)	24,773	41,960	8,178,058
Percent Change	5.0%	-44.4%	-67.6%	32.8%	6.5%	-100.0%	0.0%	-1.5%	4.5%	-29.7%	23.5%	-81.4%	0.0%	-27.1%

GENERAL FUND:

	<u>Fund Bal.</u>	<u>% of Rev.</u>
6/30/2016	2,388,173	24.29%
6/30/2017	2,507,628	24.13%

Example General Fund Balance Levels based on projected revenues for:

	<u>2015-2016</u>	<u>2016-2017</u>
25%	2,458,346	2,597,669
24%	2,360,012	2,493,762
22%	2,163,345	2,285,948
20%	1,966,677	2,078,135
18%	1,770,009	1,870,321

GENERAL FUND LIMITS:

ending max	2,597,669	25.0%
ending min	519,534	5.0%

INTRODUCTION

These policies were originally adopted by the Council in FY 1995-1996 and are updated annually as necessary. They are included here for informational purposes.

Basic Purpose of City Government

The basic purpose of city government is to render the specific services the citizens and taxpayers want at a price they can afford and are willing to pay. The “price” constitutes the sum total of the taxes, fees and charges imposed on the public by the governing body of the city. Under Utah law, cities have only those powers expressly granted to them by the State legislature. All authorized areas of service are therefore specified in the statutes.

In the rendition of authorized services, the basic role of our governing bodies, stated as simply as possible, is to “collect dollars” and “spend dollars.” Their desired goal is to collect the dollars equitably from the proper segments of the public and spend them for basic services that perform the greatest good for the greatest number of our citizens. Ninety-five percent of the collective effort of city officials today is on the side of spending these dollars. That is where the true work of governing is largely centered.

How Should We Govern?

Out of a large body of tested and proven experience, in business, education, and nonprofit organizations generally, as well as in governmental units, it has been amply demonstrated that success in managing or governing comes from:

1. Adopting basic goals and objectives.
2. Adopting policies to guide day-to-day activities, assuring achievement of such goals and objectives.
3. Adopting success-proven procedure by which services can be performed most efficiently and at the lowest possible cost.

BASIC GOALS OF CITY GOVERNMENT

The following concepts represent five desirable basic goals that should underlie the operating policies of every city desiring a sound plan for financing its services to the public. These goals should not change from one administration to another. If the principles are sound they should serve as unalterable guides to every city administration, even though its officials will change from time to time.

1. Local government, under whatever form it may operate; exists only to serve the needs of its citizens. Since these needs are continuing, the basic policies guiding each administration should be a continuing character, based on both long range and current considerations. Therefore, sound long-range planning is believed to be an important foundation of good government.
2. Local government should be responsible to meet the needs of its citizens; it should also be accountable to the citizen taxpayers; since the services are provided for them and are paid for by them. Responsiveness and accountability each is of equal importance to the citizens in every community.
3. Economy and efficiency in government are attainable goals. The basic services that local government must provide should not and need not cost more than the same services provided by private business or industry. In fact, with government being exempt from taxes, an advantage not enjoyed by private business, the cost of its services should be less.
4. Each generation of taxpayers should pay its own fair share of the long-range cost of local government. The long-range cost of city government should be kept at a minimum, consistent with the level of services desired by its citizens and within the framework of their ability to sustain that level; that is, their ability to pay their way.
5. Every city government should establish the goal of maintaining at all times a sound financial condition in each significant fund of the city.

MAJOR BENEFITS FROM ESTABLISHING WRITTEN FINANCIAL POLICIES

In the field of municipal management, it has been repeatedly demonstrated that enormous benefits will flow from the establishment and continued utilization of written financial policies. One of the most important benefits is that such policies will permit city leaders to view their present approach to financial management from an overall, long-range vantage point. In most communities, policies in one form or another may already exist in budgets, in capital improvement plans, in grant applications, in Council resolutions, and in administrative practices. When financial policies are scattered among these kinds of documents, they are not formalized, or are developed on a case-by-case basis, and it is likely that decisions will be made without consideration of other current policy directives, past policy decisions, or future policy alternatives. This kind of policy making can easily lead to:

1. **Conflicting policies:** The City Council may be making decisions that are in conflict with each other.

2. Inconsistent policies: The City Council may be making certain decisions and following certain policies on one issue, then reversing them on a similar issue.
3. Incomplete policies: The City Council may not be making any policy or reaching any decision on some aspect of financial management.

Having a formal set of written financial policies can measurably assist the City council and the City Administrator to see where these conflicts, inconsistencies, and gaps are in the present approach to financial policy. It can also help the Council and Administrator develop similar expectations regarding both administrative and legislative financial decision making.

Other major benefits from establishing written financial policies include:

1. Having publicly adopted policy statements contributes greatly to the credibility of and public confidence in the governmental organization. To the credit rating industry and prospective investor, such statements show a city's commitment to sound financial management and fiscal integrity.
2. Having established policy can save time and energy for both the Council and Administrator. Once certain decisions are made at the policy level, the policy aspects of individual issues need not be discussed each time a decision has to be made.
3. Continuing reference to adopted financial policies directs the attention of the administration and council members to the City's total financial condition rather than single issue areas. Moreover, this process requires the administration to link day-to-day operations with long-range financial planning.

Adoption of long-range plans will minimize reliance on short-run solutions to problems that otherwise offer no alternatives. This process will also make council members more aware of the importance of their policy making role in maintaining a sound financial condition of the City.

4. Establishing financial policies will improve the City's fiscal stability. It will encourage the administration and council to view all financial matters in a long-range perspective, to plan expenditures and to tentatively set tax rates for a two to three-year period, and thus avoid otherwise unforeseen financial crises.
5. Finally, having explicit policies contributes to continuity in handling the City's financial affairs. The Administrator and membership of the Council may change over time, but sound policies will always be in existence to guide whoever holds these positions.

The following is a series of statements of both general and specific financial policies considered appropriate for application to the major areas of administration in the City of Lindon.

BASIS OF ACCOUNTING

General Policies

1. The modified accrual basis of accounting is used for budget and financial reporting by all governmental funds and agency funds. Under the modified accrual basis of accounting, certain revenues are recognized when susceptible to accrual by being both measurable and available.
 - a. "Measurable" means the amount of the transaction can be determined.
 - b. "Available" means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period.
 - c. Expenditures are generally recorded when the related fund liability is incurred.

2. The accrual basis of accounting is utilized for budget and financial reporting by all proprietary fund types. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Specific Policies

1. The revenues in the governmental and agency funds that are susceptible to accrual are:
 - a. Property taxes
 - b. Sales and other taxes collected by the State on behalf of the City.
 - c. Franchise taxes
 - d. Grants relative to recorded costs
 - e. Interest revenue
 - f. Charges for services.

2. Pursuant to Governmental Accounting Standards Board (GASB) Statement No. 34, which became effective for fiscal years beginning after June 15, 2000, assets from property taxes and other imposed non-exchange transactions should be recognized in the period in which there is an enforceable claim on the assets or when the assets are first received, whichever comes first.

3. Fines and permit revenues in the governmental and agency funds are not susceptible to accrual because generally they are not measurable until payments are received.

REVENUE AND TAXATION

General Policies

1. The burden of financing city government should, with reasonable deviation, be financed in accordance with the basic principle of “benefits received.”

As a general principle, the broad group of basic services rendered to the general public, such as police and fire protection, streets and parks should be financed from revenues imposed on the broad general public, as through property taxes and sales taxes, franchise taxes or other broad based taxes.

Special services rendered to special groups of citizens (whether individual or business groups) should be financed by special fees or assessments. Examples are:

- a. Special improvements to private property, paid for by abutting property owners;
 - b. Regulatory license fees and permits imposed on individual businesses; and
 - c. Planning and permit fees imposed for planning and zoning services rendered for benefit of real estate developers and individual home builders.
 - d. Impact fees imposed upon new development to pay for the new growth’s share of impact upon the city.
5. A city should seek to maintain stable tax rates for taxes imposed on the broad general public. As a general rule, growth in population and new businesses should produce revenue increases approximately equal to the added cost of existing services required therefore.

As a guiding principle, therefore, the rate of property taxes or sales or franchise taxes should not be increased unless inflation has clearly forced operation costs upward faster than property and sales tax growth or new services are commenced that clearly serve the broad general public. As a long-range planning policy, the City will attempt to stabilize its revenue sources by:

- a. Seeking where necessary legislative support for increases in the present rate of local option sales taxes.
- b. Seeking and developing additional growth-type taxes.
- c. Attempting to expand and diversify the city’s tax base with commercial and industrial development.
- d. Annually establish an appropriate property tax levy to meet city needs, consistent with the objective of avoiding significant fluctuations in the levy from year to year.

6. Where a new service is commenced that serves only a substantial segment of the broad general public and an increase in total revenue proves justified as a result, equity is served if a revenue source is selected that is closely related to such new service, i.e., a source selected on a basis of “benefits received.”

Specific Policies

1. The City will estimate its annual revenues in all budgeted funds by an objective, analytical process; conservative estimates will be utilized in all adopted budgets.
2. The City will maintain a forward moving projection of revenues for a three-year period in its principal operating funds. Each existing and potential revenue source will be reexamined annually.
3. The City will utilize one-time or special purpose revenues (such as program grants and federal revenue sharing) for capital expenditures or for specific expenditures required by the terms of the grant, and not to subsidize recurring personnel and operation and maintenance cost, except where application of this policy would result in increasing project and/or operation costs.
4. Special fees, assessments, or user-type charges imposed to assist in financing activities in the City’s general fund, which benefit special segments of the broad general public, shall be established at a level closely related to the cost of providing the relevant services.

Each year the City will recalculate the full costs of activities supported by such types or fees or charges to identify the impact of inflation and other cost increases; such fees or charges will be adjusted to compensate for related cost increases.

5. The City will set fees and user charges for each enterprise activity, such as water, sewer, sanitation services, or each internal service operation, such as fleet maintenance and purchasing and warehousing, at a level that fully supports the total direct and indirect cost of each type of activity. Indirect costs shall include the cost of annual depreciation of capital assets.
6. The City will set fees for other user activities, such as recreational services, at a self-sustaining level where possible.
7. The City shall actively seek all available grant funding for operating or capital purposed in any fund.

BUDGETING AND OPERATIONS

General Policies

1. All budgets shall be balanced each year, in accordance with the requirements of Utah law. A balanced budget is a financial plan of operation in which revenues equal expenditures for the fiscal year. Expenditures must be kept within appropriations, and revenues shall be estimated conservatively so as to avoid unexpected deficits.
2. Long-range budget planning is both desirable and essential for avoiding deficits. Budgets in major operating funds preferably should be tentatively prepared on a moving two to three-year basis to assure that critical problems can be foreseen and solutions planned before emergencies arise.
3. A reasonable surplus for restricted use, as provided by law, shall be permitted to accumulate in the City's general fund for the following purposes:
 - a. To provide sufficient working capital to avoid borrowing on tax anticipation notes;
 - b. As a cushion or reserve if ever needed to absorb emergencies, such as a fire, flood or earthquake; or
 - c. To cover any unanticipated deficit, resulting from a shortfall in actual revenues in a given budget year. Emergency spending must be approved in advance by the City Council.
4. Planning of annual operating budgets shall be continually refined by seeking constantly to relate budget appropriations more closely to actual economic "need." The need shall be determined on the basis of work to be accomplished and services to be performed in the community.

For the purpose of more clearly determining the true needs of operating departments, the service standards of each department shall be defined. These standards may be altered as operating needs of the departments change, but significant modifications shall be approved by the governing body.

Budget appropriations shall be established on a conservative basis; it is a truism that all governmental units function more efficiently under conservative operating budgets than where funds in excess of economic needs are made available.

5. The budget is the single most important means of setting spending policy in the City. It constitutes approval of operating programs and provides the resources to finance those programs.

6. The City Council hereby commits itself to a policy of non-opening of budgets of its various funds, except in rare circumstances, during the fiscal year. Amending budgets provide a comparison between original estimates and actual operating results. Minor adjustments in budget line-items are permitted by the Uniform Fiscal Procedures Act for Utah Cities. However, the City Administrator may, at his option, control spending at the budget line-item level.

Careful preparation of the budget of each fund provides the best defense against opening and amending of them during the year. All new and existing programs should be clearly identified and carefully costed. True economic “need” should govern the amount to be appropriated for any one line-item or a total program.

7. Once the budgets are adopted by the council, the city budgets are the responsibility of the Finance Director. Monthly financial summaries will keep the Council informed of operating trends and developing problems. Under this approach, the necessity to amend the budget of any fund during the year should be rare.

Specific Policies

1. The budget of each fund shall be prepared on the basis of determining true “economic need.” The Finance Director is encouraged to continue the preparation of annual budgets in an environment of mutual cooperation and consultation with the appropriate departments and divisions.
2. Budgets for all governmental type funds shall be prepared, adopted, executed, and controlled in the manner prescribed in the Uniform Fiscal Procedures Act for Utah Cities.

Operating and capital budgets shall be prepared for all enterprise and internal service type funds of the City, and controlled as specifically prescribed in the Uniform Fiscal Procedures Act for Utah Cities and the Accounting Manual for Utah Cities, as promulgated by the Office of the Utah State Auditor.

3. The operating budget of the general fund shall provide for adequate maintenance and replacement of equipment in use in the various city departments within that fund.
4. The budgets of all city funds in which personnel are directly employed shall provide for adequate funding of employee salaries and benefits.
5. The City will maintain an effective risk management program to minimize losses as well as annual premiums for insurance coverage.

6. Each year the Finance Director shall cause revenue and expenditure projections in the City's principal operating funds to be updated for at least the two succeeding years. Projections will include estimated operating costs of future capital improvements that are included in the budget of the capital improvements fund or in the capital section of the budgets of the respective enterprise funds.
7. With exception of the capital improvements fund, the City will pay for all current expenditures with current revenues in each budgeted fund. Budgetary procedures will be avoided that balance current expenditures at the expense of meeting future years expenses, such as postponing expenditures of a current year or attempting to accrue revenues belonging to succeeding years.
8. The City will maintain an effective budgetary control system to help it adhere to the adopted budget of each fund. This includes a centralized purchasing system and effective accounting control over all appropriations for departmental programs and activities.
9. The City will maintain an ongoing system of interim reporting on operations of the various city funds, in which comparisons will be made of actual revenues and expenditures (expenses) with budgeted amounts.

Budget Amendments *(last updated 6/16/2015)*

1. The following governmental funds require a public hearing and City Council resolution to increase the total appropriation of the fund:
 - a. General Fund
 - b. Road Fund
 - c. Redevelopment Agency Fund
 - d. PARC Tax Fund
 - e. Debt Service Fund
 - f. Capital Improvement Project Funds
 - g. Special Improvement District Fund
2. The following proprietary funds only require a City Council resolution to increase total appropriations for the fund:
 - a. Water Fund
 - b. Sewer Fund
 - c. Waste Collection Fund
 - d. Storm Water Drainage Fund
 - e. Recreation Fund
 - f. Telecommunications Fund

3. Final amendments to the current year budget of all funds shall be adopted by the City Council by the last day of the fiscal year.

CAPITAL PLANNING

General Policies

1. Planning for city capital improvement needs and means of financing shall be on a long-range basis; short-range planning shall be on a five-year basis and needs beyond that on a six to ten-year program.
2. As a general rule, capital improvements shall be financed as follows:
 - a. For the departments financed from the general fund, all departmental equipment will normally be paid for from current appropriations within that fund; major capital improvements for general governmental purposes, consisting of land, buildings, and improvements other than buildings, regardless of size, will be financed through the annual budget of the City's capital improvements fund, to the extent available funds and current priorities will permit; major capital improvements which cannot be financed from annual appropriations within the capital improvements fund, or which cannot be delayed until the required funds are accumulated within such fund, may be financed by federal grants, by issuance of general obligation bonds, revenue bonds (where permissible), or by a combination of any of these methods.
 - b. For departments financed from utility or enterprise funds, such as for water and sewer systems, all capital acquisitions and improvements, including land, buildings, improvements other than buildings, and machinery and equipment should be paid from resources provided by capital contributions and net income of each such fund, with provision for acquisition of such improvements being made annually in the budgets of such funds. However, with respect to major capital improvements that cannot be financed from annual earnings within these funds, either midterm borrowing on an inter-fund loan fund basis or long-term borrowing by issuance of revenue or general obligation bonds should be utilized.

Specific Policies

1. Whenever possible, the City will make all major capital improvements in accordance with a formally adopted multi-year capital improvements program. The program will be updated annually including future capital expenditures necessitated by growth in population, changing patterns in real estate development, or changes in economic base.

2. It shall be the policy of the City that where new construction is involved, in new subdivisions or otherwise, the improvements must be fully completed. These items include:
 - a. Sewer lines
 - b. Water lines
 - c. Storm water systems
 - d. Underground drainage systems
 - e. Gas lines
 - f. Electrical underground lines
 - g. Telephone underground lines
 - h. Cable TV underground lines
 - i. Sidewalks
 - j. Curbs and gutters
 - k. A full finished street, with enough road base and asphalt depth to last at least 10 years. A construction standard to achieve this useful life shall be determined, adopted and closely observed.
3. The City will adopt an annual capital improvements program based on the multi-year capital improvements plan. Annual capital budgets in the appropriate funds will be adopted in implementation of the annually adopted capital improvements program.
4. The City will coordinate development of the capital improvements program with development of the operating budgets. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.
5. The City will maintain all of its infrastructure assets at a level adequate to protect its capital investments and to minimize future maintenance and replacement costs.
6. The City will maintain an ongoing projection of its equipment replacement and maintenance needs for the next several years and will update the projection each year from replacements integrated with annual budgets of related funds.
7. The City will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted to the Council for approval.
8. It shall be the policy of the City to utilize the least costly financing method for all new capital projects. Normally, the financing options will consist of:
 - a. Issuance of bonds for all projects.
 - b. State or federal grants alone or with matching grants.

- c. Pay as you go financing on a current basis with locally generated revenues.
- d. Advance accumulation of resources for pay as you go financing.
- e. Combination of two or more methods in (a) through (d).

Generally, choice of options for financing major capital projects shall be in the following sequence:

- a. "Pay as you go," with accumulation of reserves, accompanied by state or federal grants from time to time.
 - b. Combination of two or more of the methods listed in (a) through (d) above.
 - c. Bonding only.
4. It shall be the policy of the City that basic improvements in new subdivisions and industrial parks be financed up front by the sub-dividers or developers. Such basic improvements should include sewer lines, water lines, storm water systems, sidewalks, curbs and gutters, and completed streets to meet construction standards of the City. In the case of new subdivisions, impact fees to help finance new capital facilities, such as new parks and recreation facilities will also be included.
5. With respect to enterprise type activities of the City, particularly in the water and sewer funds, the basic financing policies of the City, where possible, shall be as follows:
- a. The rate structure should be set at a level that will furnish cash from billings sufficient to:
 - i. Meet all operating expenses, including depreciation.
 - ii. Pay interest on any bonds outstanding, whether revenue or general obligation bonds.
 - iii. Pay principal installments on bonds outstanding.
 - iv. Cover the cost of major replacements to the plant and system.
 - b. For expansion of the water distribution and sewer collection systems, financing should be provided by developers and by individual property owners through impact fees as isolated connections to the systems are made.

LONG-TERM CITY DEBT AND PUBLIC BORROWING

General Policies

1. Public borrowing by issuance of general obligation bonds to finance acquisition of major capital improvements for general governmental purposes, presently needed but not obtainable from current budgets of the capital improvements fund, is justifiable and in the public interest.
2. Borrowing to finance acquisitions of or major additions to utility plants and systems or property and equipment in other enterprise funds is likewise justifiable and in the public interest. Generally, revenue bonds will be used in financing such acquisitions. However, where savings from lower interest cost are substantial, use of general obligation bonds is desirable, provided the environment is conducive to passage of a general obligation bond and the legal debt margin for general bonding purposes is not impaired by issuance of such bonds.
3. Borrowing by issuance of special assessment bonds to finance improvements in legally organized special improvement districts is considered a financially sound proactive policy. Where compatible with the investment policies of the City, or where there are compelling reasons to restrict the rates charged property owners on unpaid special assessments receivable, it may be desirable to finance such improvements by use of inter-fund loans at lower than bond rates from eligible funds of the City.

In the case of special service districts, this proactive policy should include the right to make permissible increases in service charges to cover increased service costs.

4. Borrowing on tax anticipation notes to finance current operating expenses of the City's general fund is not desirable. In lieu thereof, an appropriate amount of surplus will be accumulated in the general fund to provide cash to cover the normal excess of expenditures over revenues from the beginning of the fiscal year to late December, when a substantial portion of the property taxes for the calendar year are collected and sales taxes for the second quarter of the fiscal year have been remitted to the City. The surplus accumulated shall be the maximum allowed under the related provisions of the Uniform Fiscal Procedures Act for Utah Cities.
5. To reduce the long-range cost of city government and the annual burden of interest on bonded indebtedness, it shall be the policy of the City to retire all bond issues as rapidly as possible. Various methods are available:

- a. Accelerated amortization programs;
- b. Exercise of call provision in bond indentures;
- c. Repurchase of outstanding bonds in the open market;
- d. Accumulation of invested reserves; or
- e. Any combination of the above methods, consistent with the investment and taxation policies of the City.

Specific Policies

1. The City will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues and/or accumulated reserves.
2. The maturity date for any debt will not exceed the reasonable expected useful life of the improvement being financed.
3. It shall be the policy of the City generally to limit the average maturity of general obligation bonds to a term not to exceed 20 years.
4. It shall be the policy of the City to reserve twenty-five percent (25%) of the general obligation debt limit for emergency purposes.
5. The City shall encourage and maintain good relations with financial and bond rating agencies, and will follow a policy of full and open disclosure in every financial report and bond prospectus.

CASH MANAGEMENT AND INVESTMENT POLICIES

General Policies

1. It shall be the policy of the City to invest its idle cash from all sources in temporary investments and to maximize its interest earnings thereon.
2. Under normal conditions, it shall be the policy of the City to restrict its temporary investments to certificates of deposit, repurchase agreements, or other forms of investment offered by local banks and savings and loan associations, in order to leave its invested monies in the local economy.
3. Long-term investments required under revenue bond indentures shall be made only in the particular securities or other investment mediums authorized in the related indenture or other authorizing document.

Specific Policies

1. It shall be the policy of the City to schedule its collection of receipts, deposit of funds, and disbursement of monies so as to ensure maximum availability of cash for temporary investment purposes.
2. It shall be the policy of the City to pool its cash from all City funds to maximize temporary investment yields.

A fair and equitable system of allocation of interest earned shall be followed in order to distribute the income on the basis of funds provided for investment.

3. The City's accounting system shall provide information at regular intervals concerning cash in hand, investments held, and equity in temporary investments by individual funds.
4. It shall be the policy of the City to contract with an individual commercial bank, as a result of competitive bids, to serve as the City's principal depository for a specified interval of time. The City shall, however, reserve the right to place its idle funds in time certificates of deposit or repurchase agreements with any bank or savings and loan association, based on the highest interest rates available for the specific time periods required by the City.

ACCOUNTING AND FINANCIAL REPORTING POLICIES

General Policies

1. The policy of the City shall be to maintain accounting records and to prepare financial statements therefore in conformity with generally accepted accounting principles (GAAP), as promulgated from time to time by authoritative bodies in the United States.
2. No changes in the basic accounting system or additions or deletions of individual accounts in the various funds may be made without the approval of the City Administrator or his/her delegate.
3. Except as otherwise provided herein, it shall be the policy of the City to require each enterprise fund to operate on a fully self-sustaining basis, including its fair share of the costs of general administrative services provided by the City's general fund.

Conversely, products sold or services provided to other City funds by an individual enterprise fund shall be compensated for at a fair and reasonable rate to be determined by the City Council.

It shall be the policy of the City to maintain an equitable system for allocation of administrative charges for services rendered by any fund to other funds during each fiscal year. The system used must be objective in purpose and the formula followed based on factual and reliable data for each respective year.

4. Where deemed appropriate, it shall be the policy of the City to impose on individual enterprise funds an annual "payment in lieu of taxes." The computation of the amount imposed must be objective in purpose and based on factual data related to the "fair values" of taxable type assets in the related fund.
5. The policy of the City shall be to prepare appropriate monthly and quarterly financial reports reflecting the operations of individual funds for internal use of management personnel.
6. The City will cause to have performed each fiscal year an independent audit of the City's financial statements. A copy of the auditors' report shall be filed with the Office of the State Auditor and made available to the public.
7. The City will adhere to a policy of full and open public disclosure of all financial activity. Copies of financial documents and reports will be made available to all interested parties and to the general public.

**FINAL BUDGET
COMPENSATION PROGRAMS**

ELECTED AND APPOINTED OFFICIALS COMPENSATION PROGRAM

This section contains the total compensation program, salaries and benefits, for elected and appointed officials, except City Administrator, Recorder, Finance Director, and Treasurer which are included in the Employee Compensation Program, and supersedes all previous policies and procedures affecting compensation except for special programs adopted by the City Council.

WORKERS COMPENSATION

Elected and appointed officials injured during the performance of their duties are covered by Workers Compensation as provided by State Law and described in the Policies and Procedures Manual.

INDEMNIFICATION

Subject to the requirements of federal, state, local law or city policy, Lindon City shall indemnify all elected and appointed officials for any claim for alleged personal legal liability arising out of any act or omission by elected or appointed officials during the performance of their duties, within the scope of their employment, or under color of authority. Lindon City shall also pay the costs of defending any such claim.

The elected or appointed official shall be responsible to comply with all legal requirements concerning notice to Lindon City, cooperation in the defense of the claim, as well as all other requirements. Failure of the official to meet all such requirements may result in the city's refusal to defend or indemnify the official.

MONTHLY SALARY

Mayor	\$1,040.46
Council Liaison to Planning Commission	\$712.05
Council Member	\$612.05
Planning Commissioner	\$100.00

COST OF LIVING ALLOWANCE

Cost of Living Allowance (COLA) increases may be considered each year when it is determined from an appropriate index that such an increase is warranted, and after considering the impact of such an increase on the City's budget.

SOCIAL SECURITY

Lindon City contributes to the Social Security program, as administered by the Federal Government.

FINAL BUDGET COMPENSATION PROGRAMS

EXPENSES

Elected and appointed officials shall be reimbursed for expenses incurred while performing official assigned duties.

Mileage Reimbursement

Elected and appointed officials shall be reimbursed for actual miles they drive their personal vehicles on city business both within and outside of the city. The reimbursement rate shall be the standard I.R.S. mileage rate.

Meal Reimbursement

Meals will be reimbursed at the following rates.

	<u>In-State Travel</u>	<u>Out-of-State Travel</u>
Breakfast	\$10.00	\$10.00
Lunch	14.00	14.00
Dinner	16.00	22.00
Whole Day	39.00	46.00

However, by action of the Council, these rates may be adjusted periodically to conform to the Utah State Travel Guidelines.

DIGITAL DEVICE ALLOWANCE

Members of the City Council and Planning Commission may receive an allowance of up to \$400 to assistance with the purchase of a digital device which is capable of receiving and displaying City documents in a digital format. The digital device may be a smart phone, laptop computer, digital tablet or similar device. This allowance is considered part of the compensation provided to members of the City Council and Planning Commission and shall be administered as described in Ordinance No. 2013-2-0.

AQUATICS CENTER PASSES / FITNESS ROOM ACCESS

Members of the City Council, Planning Commission, and Board of Adjustment may receive Aquatics Center passes and/or discounted Aquatics Center fees as described in Resolution No. 2015-3-R. City Council members and their current spouse or partner are also able to use the police & fire department weight room equipment at the Community Center without charge.

FINAL BUDGET
COMPENSATION PROGRAMS

FACILITY RENTALS

Members of the City Council are entitled to four (4) free rentals of city facilities per calendar year, excluding the Aquatics Center facilities. Facilities able to be rented include park pavilions, Veterans Hall, and Community Center rooms. Use of free rentals of City facilities is subject to availability. Free rentals are primarily intended for family or social purposes and shall not be used for profit generating business ventures.

UNIFORM ALLOWANCE

With the approval of the City Council, the City may provided elected and appointed officials with shirts or other uniforms for use at City meetings, events and programs.

FINAL BUDGET
COMPENSATION PROGRAMS

EMPLOYEE COMPENSATION PROGRAM

This document and the Lindon City Policies and Procedures Manual contain the total compensation program, salaries and benefits for Management (exempt) and Classified (non-exempt) employees and supersedes all previous policies and procedures affecting compensation except for special programs adopted by the City Council.

OVERTIME

From time to time Department Heads or other management may require employees to work overtime. Overtime work shall occur only in emergency situations. The practice of overtime work shall be kept to an absolute minimum. All overtime work must have prior approval of the Department Head. For classified employees (non-exempt employees as defined by Fair Labor Standards Act (FLSA) guidelines) other than public safety personnel, any time worked over forty (40) hours in one work week will be considered overtime. Time worked does include holidays observed by the City, but does not include vacation, sick or compensatory time used or a Personal Holiday taken. Overtime will be paid on a time and one-half basis and may be in the form of compensatory time off (comp time) or monetary compensation as specified in this manual. The decision whether to allow compensatory time or overtime pay will be at the discretion of the Personnel Director, after consultation with the Department Head. Nothing in this or any other City policy shall be construed to give an expectation or right to continued or future overtime hours.

The maximum accumulation of comp time will be 240 hours, unless otherwise mandated by FLSA guidelines. An employee who has accrued the maximum number of compensatory hours shall be paid monetary overtime compensation for any additional overtime hours of work. The City may prohibit an employee who has accumulated the maximum amount of comp time from working additional overtime hours. The City may require an employee to use accumulated compensatory time before vacation, sick, or personal holiday can be used. Payment for unused compensatory time shall be made in the event of separation from service for any reason.

Exempt employees (as defined within the Policies and Procedures Manual and by FLSA guidelines) required to work beyond the regular work period shall be compensated in accordance with the Administrative Leave section.

Many positions are required to work on weekends and holidays (i.e., police, life guards, parks & recreation staff, etc.). Except for employees who are 'called-out' to return to work in emergency situations, employees scheduled or required to work on weekends will not be paid overtime unless they have exceeded forty (40) hours of work during the regularly defined work week. Employees who receive paid holiday benefits and are required to work on a paid City holiday shall receive compensatory time for hours worked on the holiday.

FINAL BUDGET COMPENSATION PROGRAMS

ON-CALL

The Public Works Director, or designee, will provide 24 hour on-call coverage to receive and respond to all calls after hours. The Parks & Recreation Director may also assign one parks employee to be on call during the secondary water service operation and during heavy rental periods between April 1st and October 31st.

One qualified and trained public works and/or parks employee will be assigned to be on call for a seven day period. The Department Head will determine if the employee is qualified. The (on-call) coverage will commence at 3:30 pm on Friday and will continue until 3:30 pm the following Friday, or as otherwise relieved of on-call duty. During this time, the on-call employee shall not consume alcohol, or use any drug that may impair the judgment or ability of the employee to perform assigned duties (See Section 7 of the Policies and Procedures Manual, Drug Free Workplace).

The assigned on-call employee will be provided with a vehicle, beeper, and/or cellular phone. To accommodate being available to receive all calls, the employee will be allowed to use the vehicle for personal use, provided the employee always carries the beeper and/or phone when using the vehicle. While on-call, the employee must be able to respond to a page or phone call within 15 minutes, and be able to report to work within 30 minutes (including traffic congestion). Employees assigned to be on-call will receive weekly on-call pay. On-call pay will be adjusted to include the same annual cost of living adjustment given to other employee pay scales within the City. With approval from the Department Head, on-call employees may elect to receive the equivalent compensatory time in lieu of monetary on-call pay.

In order to reduce response time of snow removal during winter storm events, if snow is forecasted within a 24-hour period, snow plows may be taken home at night if the employee residence is within one-mile radius of the City limits. The plow is to be parked at a safe location on the employees' property and may not be used for any personal use except returning to work. The employee shall not use the plow for snow removal on personal property or other non-public property. The action of taking a snow plow home after work hours does not constitute being 'on-call' in regards to receiving on-call pay, unless an individual has been specifically assigned as the 'on-call' employee. Employees will not be compensated for commute times to-and-from their place of residence.

CALL-OUT

Non-exempt employees who are required to work outside the scope of normal office hours to assist with unscheduled, emergency situations shall receive compensatory time at the time-and-a-half rate for each hour worked. The employee shall be compensated for a minimum of one hour of work for each 'call-out'. All call-out hours will be paid on a time and one-half basis regardless of the number of hours worked during

FINAL BUDGET COMPENSATION PROGRAMS

the regular work week. Hours worked by an employee coming in early or staying late to finish a project or other non-emergency work activity are not eligible as call-out or overtime hours worked unless the employee has exceeded 40 hours during the work week.

With direction from the Department Head, employees who are on-call may call other employees for assistance. Other employees who are 'called-out' will be compensated per the call-out requirements in this section, but shall not receive 'on-call' pay. If other employees are not reasonably available to respond to needed assistance, the on-call employee may continue to contact employees from other departments who may be available and/or qualified to assist in the matter. During emergencies, the Personnel Director or Department Head may compel employees to report to work or otherwise respond to call-out situations. Failure of any employee to report to work during emergency call-outs will be reviewed on a case-by-case basis and may result in disciplinary action up to and including termination.

If an employee is required to return to work after having left the premises, all time spent responding to calls, including travel time to and from work, shall be compensated at the time-and-a-half rate as hours worked.

Any employee who is called back to work during non-scheduled emergency work hours and has recently consumed alcohol or drugs which may impair the ability of the employee to safely perform his/her duties shall notify the supervisor of the impairment and shall not report to work (See Section 7 of the Policies and Procedures Manual, Drug Free Workplace).

Scheduled, non-emergency, work activities that are not during regular office hours, in which an employee was given at least 24-hours notice of the activity, are not eligible for call-out / overtime pay unless the employee has worked more than 40 hours during the work week, and has the approval to receive overtime pay (or comp time) from the Department Head.

ADMINISTRATIVE LEAVE

Exempt employees who, as part of their *normal* duties, spend more than forty (40) hours a week in work assignments are eligible to receive Administrative Leave. This leave is not accruable nor is it vacation.

SEVERANCE PAY

When a full-time employee is separated from city employment due to a reduction in force through no fault of the employee, and when such separation requires immediate action preventing a two-week notice, the employee shall be paid two weeks severance pay in lieu of the two-week notice.

**FINAL BUDGET
COMPENSATION PROGRAMS**

REIMBURSEMENT FOR TRAVEL

All travel for which reimbursement will be requested must be approved by either the Department Head or the City Administrator and be within the confines of the budget. Reasonable travel expenses on duly authorized trips on city business to attend conventions, conferences, and meetings will be reimbursed by the city. Out-of-state travel must be approved by the City Administrator.

Mileage Reimbursement

Employees shall be reimbursed for actual miles they drive their personal vehicles on city business both within and outside of the city. The mileage reimbursement rate shall be the standard I.R.S. rate. Use of City vehicles is encouraged when practical.

Meal Reimbursement

Meals will be reimbursed at the following rates.

	<u>In-State Travel</u>	<u>Out-of-State Travel</u>
Breakfast	\$ 10.00	\$10.00
Lunch	13.00	14.00
Dinner	16.00	22.00
Whole Day	39.00	46.00

However, by action of the Council, these rates may be adjusted periodically to conform to the Utah State Travel Guidelines. All other expenses will be considered for reimbursement under the guidelines listed in the Policies and Procedures Manual.

UNIFORM ALLOWANCE

Public Works, Parks, and Protective Inspection employees required to perform manual labor in their own clothes on a regular basis may, depending on budget approval, be given an annual reimbursement allowance of up to \$150 to purchase two pairs of jeans or other work clothing items. Reimbursements will be made from receipts turned in to the appropriate Department Head.

WORKERS COMPENSATION

Employees injured during the performance of their duties are covered by Workers Compensation as provided by State Law and described in the Policies and Procedures Manual.

FINAL BUDGET COMPENSATION PROGRAMS

CAREER DEVELOPMENT / TUITION ASSISTANCE

Employees are encouraged to take advantage of education and training benefits to improve their job skills and to qualify for transfers and promotions. These benefits are limited to training and education which is relevant to the employee's current position or "reasonable" transfer and promotion opportunities. "Reasonable" is defined as attaining the minimum qualifications for promotion or transfer with no more than two years of additional education or training. These benefits will be available to all employees on a first-come first-serve basis, subject to the availability of budgeted funds.

Requests for education and training may be initiated by either the employee or the Department Head. Reference to training received should be made on the Performance Evaluation forms. Final decisions on requests for education and training will be made by the City Administrator and shall be in conformance with additional requirements within the Policies and Procedure Manual.

Differential Pay for Professional Certifications Program

Lindon City will recognize and reward employees who improve their skills, knowledge and proficiency through additional training and certifications, beyond the basic requirements of their positions, which contribute directly to the ability of an employee to provide a broader range of service to the community or to provide a current service at a reduced cost. Differential pay is determined as outlined in the Policies and Procedures Manual.

Tuition Reimbursement Program

Employees may qualify for up to a 75% reimbursement of tuition, fees, books and other approved expenses for higher education as detailed in the Policies and Procedures Manual.

**No tuition reimbursement benefits have been proposed in the 2016 fiscal year budget.*

SOCIAL SECURITY

Lindon City contributes to the Social Security program, as administered by the Federal Government.

EMPLOYEE RETIREMENT SYSTEM

All employees of the city who work an average of thirty (30) hours or more per week per calendar year, and receive benefits such as health insurance or paid holiday, sick or vacation time, are required to participate in Utah Retirement Systems (URS). URS sets the rates of contribution for the retirement plans. The City has opted to contribute 1.5%

**FINAL BUDGET
COMPENSATION PROGRAMS**

of each benefitted employee’s gross wages into the employee’s choice of URS Savings Plan without requiring the employees to contribute. The City will contribute up to an additional 1.5% as a match of each benefitted employee’s contribution.

MEDICAL AND LIFE INSURANCE

The city shall provide a benefit allowance for regular employees who work an average of thirty (30) hours or more per week per calendar year. Employees may choose how to allocate their benefit allowance for medical, dental, life and other supplemental insurance premiums, as well as health savings and other qualifying tax advantaged spending accounts. The City shall provide each employee a description of the selected insurance plan(s). Employees will be responsible to pay the amount of their selected benefit costs in excess of the benefit allowance through payroll deductions. Any unused portion of the benefit allowance will go through the employee’s paychecks and into their choice of URS Savings Plans.

For the 2015-2016 budget year, the monthly benefit allowance for a regular full-time employee is as follows. Some of the amounts change half-way through the fiscal year because the City Council approved benefit changes which were recommended in the “Benefit and Compensation Study” (adopted January 6, 2015) and opted to tier the implementation of the new amounts through the 2016FY.

<u>Medical Coverage</u>	<u>Emp Hired Prior to 1/1/2015</u>	<u>Emp. Hired After 1/1/2015</u>
Employee & Family	\$1,491.92	\$1,491.92
Employee & Spouse	\$1,233.00	\$1,133.00
Employee only	\$614.24	\$564.24
If not electing medical insurance	\$500.00	\$300.00

HOLIDAYS

The following days have been designated by the city to be paid holidays:

- New Year’s Day - January 1st
- Martin Luther King Jr. Day - 3rd Monday in January
- President’s Day - 3rd Monday in February
- Memorial Day - Last Monday in May
- Independence Day - July 4th
- Pioneer Day - July 24th
- Labor Day - 1st Monday in September
- Thanksgiving Day - 4th Thursday in November
- Day after Thanksgiving
- Christmas Day - December 25th
- Day before or Day after Christmas as selected by City Administrator

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Regular benefitted employees will also have a Personal Holiday which may be used at any time within the calendar year with the approval of their supervisor. Unused Personal Holidays may not carryover to the following year.

Employees will receive holiday pay for the number of hours they are normally scheduled. Any employee who is required to work on a paid holiday will be given compensatory time off for the holiday worked. When a holiday falls on a Saturday, it shall be observed on the preceding work day. When it falls on a Sunday, it shall be observed on the following work day.

VACATION

Employees shall earn vacation time as follows:

	<u>Years of Service</u>	<u>Hours Earned Annually</u>
Exempt Employees	N/A	160
Non-Exempt Employees	<1	40
	1-9	80
	10-19	120
	20+	160

Vacation will be earned and credited each pay period at the applicable rate.

SICK LEAVE

Each regular full-time employee earns 96 hours (12 days) of sick leave each year and is credited each pay period at the applicable rate. Regular employees who are not full-time, but work more than 30 hours per week will earn sick leave on a pro rata basis. Sick leave will not accrue for an employee while on leave without pay except for an on-the-job injury. Sick leave may not be taken until earned. Sick leave shall be used as described in the Policies and Procedures Manual.

Buy Back Option

Each November all employees with more than 480 hours of accumulated sick leave can opt to have the city buy back half of the unused sick leave from the previous twelve month period or trade it for equal vacation time. Employees with more than 288 hours of accumulated sick leave can opt to have the city buy back one-fourth of the unused sick leave from the previous twelve month period or trade it for equal vacation time. Employees may not sell back sick leave hours that would take them below the 480 or 288 hour minimum balances.

FINAL BUDGET COMPENSATION PROGRAMS

Sick Leave Pay-out for Retiring Employees

Upon retiring from city employment, an employee will be paid for 50% of their unused accumulated sick leave. Sick leave will not be paid out upon termination for any reason other than retirement.

BEREAVEMENT LEAVE

Leave with pay may be granted to employees to attend the funeral of a member of his/her immediate family. Such leave shall not be charged against accrued vacation or sick leave. The amount of time granted for funeral leave will be governed by the individual circumstances and at the discretion of the City Administrator, but is not to exceed three (3) days.

“Immediate Family” shall be defined as wife, husband, children, parents, grandchildren, mother-in-law, father-in-law, brother-in-law, sister-in-law, grandparents, brothers, or sisters of the employee.

JURY DUTY

An employee who, in obedience to a subpoena or direction by proper authority, appears as a witness or juror for the Federal Government, the State of Utah, or a political subdivision thereof, shall be entitled to the difference between his/her regular compensation and the compensation or fees received (in excess of traveling expenses) as a witness or juror. Time absent by reason of subpoena in private litigation or by some party other than the Federal Government or political subdivision thereof, to testify not in an official capacity, but as an individual, shall be taken as leave without pay or vacation leave at the discretion of the employee.

COST OF LIVING ALLOWANCE

Cost of Living Allowance (COLA) increases may be considered each year when it is determined from an appropriate index that such an increase is warranted, and after considering the impact of such an increase on the City’s budget. Seasonal and temporary positions which are filled prior to a COLA increase will not receive the increase until the next season.

SALARY ADVANCEMENT

Increases based on the meritorious or superior performance of job duties as indicated by a performance evaluation are available upon approval of the City Administrator and the approval of the Governing Body. A “Salary Advancement” is separate from a “Merit Increase.”

FINAL BUDGET COMPENSATION PROGRAMS

MERIT INCREASE

Employees may qualify for a merit increase as described in the Policies and Procedures Manual.

AQUATICS CENTER PASSES / FITNESS ROOM ACCESS

Employees may receive Aquatics Center passes and/or discounted Aquatics Center fees as described in Resolution No. 2015-3-R. Full and permanent part-time employees and their current spouse or partner are also able to use the police & fire department weight room equipment at the Community Center without charge.

FACILITY RENTALS

Employees are entitled to four (4) free rentals of city facilities per calendar year, excluding the Aquatics Center facilities. Facilities able to be rented include park pavilions, Veterans Hall, and Community Center rooms. Use of free rentals of City facilities is subject to availability. Free rentals are primarily intended for family or social purposes and shall not be used for profit generating business ventures.

EMPLOYEE SALARY RANGE

Employee positions are classified on ranges as listed on the following page. The table with pay ranges and steps follows. Job position pay ranges on the Position Schedule marked with (*) are compensated in accordance with minimum wage standards or as otherwise listed in annually updated job postings and job descriptions.

LINDON CITY POSITION SCHEDULE

Department	Position	Range	Status	# Emp.
Administration & Finance	Accounts Payable Clerk	11	FT	1
Administration & Finance	Assistant Treasurer	14	FT	0
Administration & Finance	City Administrator	31	FT	1
Administration & Finance	Clerk I	8	PT	1
Administration & Finance	Finance Director	26	FT	1
Administration & Finance	Management Intern	5	Temp	1
Administration & Finance	Recorder	21	FT	1
Administration & Finance	Treasurer	20	FT	1
Administration & Finance	Utilities Clerk	11	FT	1
Building	Building Insp/Code Enforcement	17	FT	1
Building	Chief Building Official	21	FT	1
Court	Clerk I	8	PT	1
Court	Court Clerk	13	FT	1
Court	Municipal Court Judge	26	PT	1
Parks & Recreation	Aquatics Center Assistant Manager	3	Temp	1

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FINAL BUDGET COMPENSATION PROGRAMS

Department	Position	Range	Status	# Emp.
Parks & Recreation	Aquatics Center Cashier	A	Temp	12
Parks & Recreation	Aquatics Center Lifeguard	A	Temp	100
Parks & Recreation	Aquatics Center Manager	5	Temp	1
Parks & Recreation	Aquatics Center Supervisor	1	Temp	6
Parks & Recreation	Aquatics Center Swim Team Coach	5	Temp	1
Parks & Recreation	Aquatics Center Swim Instructor	1	Temp	30
Parks & Recreation	Aquatics Center Water Safety Instr.	5	Temp	1
Parks & Recreation	Comm. Ctr. Front Desk Attendant	1	PT	3
Parks & Recreation	Comm. Ctr. Instructor	*	PT	1
Parks & Recreation	Kitchen Aide	A	PT	1
Parks & Recreation	Parks & Recreation Director	25	FT	1
Parks & Recreation	Parks Superintendent	17	FT	1
Parks & Recreation	Parks Maintenance Tech.	13	FT	1
Parks & Recreation	Program Coordinator	13	FT	1
Parks & Recreation	Program Coordinator	9	PT	2
Parks & Recreation	Seasonal Laborer	1	Temp	2
Parks & Recreation	Youth Sports Referee	1	Temp	4
Parks & Recreation	Youth Sports Site Supervisor	1	Temp	1
Planning	Assistant Planner	16	FT	0
Planning	Associate Planner	17	FT	1
Planning	Comm. Development Clerk II	11	FT	1
Planning	Comm. Development Clerk I	8	PT	1
Planning	Planning & Economic Devel. Dir.	26	FT	1
Planning	Planning Intern	5	Temp	1
Police	Administrative Professional	14	FT	1
Police	Crossing Guard	1	PT	3
Police	Patrol Officer	17	FT	12
Police	Police Chief	27	FT	1
Police	Police Sergeant	21	FT	2
Police	Police Secretary	9	FT	2
Public Works	Administrative Secretary	11	FT	1
Public Works	Clerk I	8	PT	1
Public Works	Director of Public Works	27	FT	1
Public Works	Equipment Operator	12	FT	1
Public Works	Public Works Inspector	17	FT	1
Public Works	Seasonal Laborer	1	Temp	3
Public Works	Storm Water Superintendent	18	FT	1
Public Works	Storm Water Maintenance Tech.	13	FT	1
Public Works	Streets Superintendent	20	FT	1
Public Works	Utilities Technician	13	PT	1
Public Works	Waste Water Superintendent	20	FT	1
Public Works	Waste Water Maintenance Tech.	13	FT	1
Public Works	Water Superintendent	20	FT	1
Public Works	Water System Maintenance Tech.	13	FT	2

**FINAL BUDGET
COMPENSATION PROGRAMS**

**LINDON CITY PAY RANGES FY 2016-2017
0.3% Increase**

Range	Step 1	Step 2	Step 3	Step 4	Step 5
A	7.25	7.53	7.82	8.12	8.43

Range	Step 1	Step 2	Step 3	Step 4	Mid	High	Range
1	8.75	9.24	9.74	10.28	10.92	13.10	1
2	9.24	9.74	10.28	10.85	11.52	13.82	2
3	9.74	10.28	10.85	11.45	12.17	14.58	3
4	10.28	10.85	11.45	12.08	12.84	15.40	4
5	10.85	11.45	12.08	12.75	13.55	16.24	5
6	11.45	12.08	12.75	13.45	14.30	17.15	6
7	12.08	12.75	13.45	14.20	15.09	18.10	7
8	12.75	13.45	14.20	14.98	15.92	19.10	8
9	13.45	14.20	14.98	15.82	16.79	20.14	9
10	14.20	14.98	15.82	16.69	17.72	21.25	10
11	14.98	15.82	16.69	17.61	18.71	22.44	11
12	15.82	16.69	17.61	18.60	19.75	23.69	12
13	16.69	17.61	18.60	19.61	20.84	24.98	13
14	17.61	18.60	19.61	20.68	22.00	26.37	14
15	18.60	19.61	20.68	21.85	23.21	27.83	15
16	19.61	20.68	21.85	23.05	24.49	29.38	16
17	20.68	21.85	23.05	24.32	25.85	31.00	17
18	21.85	23.05	24.32	25.67	27.28	32.71	18
19	23.05	24.32	25.67	27.09	28.79	34.53	19
20	24.32	25.67	27.09	28.60	30.38	36.44	20
21	25.67	27.09	28.60	30.19	32.07	38.46	21
22	27.09	28.60	30.19	31.86	33.84	40.58	22
23	28.60	30.19	31.86	33.61	35.72	42.83	23
24	30.19	31.86	33.61	35.48	37.69	45.21	24
25	31.86	33.61	35.48	37.44	39.78	47.70	25
26	33.61	35.48	37.44	39.51	41.98	50.34	26
27	35.48	37.44	39.51	41.68	44.30	53.13	27
28	37.44	39.51	41.68	44.01	46.75	56.07	28
29	39.51	41.68	44.01	46.43	49.34	59.17	29
30	41.68	44.01	46.43	49.01	52.08	62.46	30
31	44.01	46.43	49.01	51.72	54.95	65.90	31
32	46.43	49.01	51.72	54.58	57.99	69.56	32
33	49.01	51.72	54.58	57.59	61.21	73.41	33
34	51.72	54.58	57.59	60.80	64.59	77.47	34
35	54.58	57.59	60.80	64.15	68.16	81.75	35
Range	Step 1	Step 2	Step 3	Step 4	Mid	High	Range

AQUATICS CENTER

Daily Admission Fees – Does NOT include Flow Rider

- Infants (3 years and under) Free
Children under 9 must be accompanied in the facility by an Adult (18+) at all times.
Children under 6 must be accompanied in the water by an Adult (18+) at all times.
- Youth (4-17) \$4.50
Children under 9 must be accompanied in the facility by an Adult (18+) at all times.
Children under 6 must be accompanied in the water by an Adult (18+) at all times.
- Adults (18-54) \$5.50
Lindon Residents receive \$1 off Adult admission with I.D.
- Seniors (55+) \$3.50
- Super Seniors (80+) Free
Seniors age 80 and over admitted FREE with I.D.
- Family Night (Monday 6:00-8:45 pm) \$16.50
Includes admission for immediate family.
- Fitness/Lap Swim Time \$3.50
For purpose of exercise only.
- Group Rates
 - 25-49 people \$4.50 per person (18% discount)
 - 50-99 people \$4.25 per person (23% discount)
 - 100+ people \$4.00 per person (27% discount)
- Corporate Block Passes (each pass is good for one day admission for one person)
 - 50 passes \$225.00
 - 100 passes \$400.00

Flow Rider Fees

- All Day Flow Rider Pass (per day fee) \$15.00
 - During open plunge hours
- Lessons (per session)
 - Residents \$50.00
 - Non-Residents \$55.00

✧ All Participants must be a minimum of 42 inches to ride attraction, able to swim in turbulent water, and understand and follow the rules.

✧ All Participants will be required to sign a release form before they are allowed to use the Flow Rider, this includes hourly rides, pass holders, lessons and private rentals. Riders under 18 years of age must have the release form signed by a parent or guardian. No Exceptions!

Junior Life Guard Class (per session)

- Residents \$95.00
- Non-Residents \$100.00

Punch Pass

- 10 Punches (buy 9, get 1 free)
 - Resident \$40.50
 - Non-resident \$49.50
- 20 Punches (buy 18, get 2 free)
 - Resident \$81.00
 - Non-resident \$99.00

Rental Rates

- Flow Rider Rental
 - Private Rental (before or after Open Plunge hours) \$200.00/hr
- Leisure and Competition Pool
 - Private Rental (after hours) minimum 1 hour \$400.00/hr
- Leisure/Competition Pool and Flow Rider
 - Private Rental (after hours) minimum 1 hour \$500.00/hr
- Party Room Rental \$35.00/hr

✧ All Guests planning to ride the Flow Rider must complete a waiver before they are allowed access. Parent/Guardian signature required for all riders under 18 years of age.

✧ Refund policy for rentals:
Rentals must be cancelled 24 hours prior to reserved time in order to qualify for a refund less the \$10 cancellation fee. No refunds for weather related cancellations. However, the reservation may be moved to an available date within the same calendar year.

Swim Lesson (per session)

- Residents \$35.00
- Non-Residents \$43.00

Swim Team

- Residents \$95.00
- Non-Residents \$110.00

CEMETERY

ARRANGEMENTS ARE MADE THROUGH PUBLIC WORKS
946 W CENTER ST, 801-796-7954

Purchase of Burial Right (Cemetery Lot)

- Full-size Lot
 - Resident \$700.00
 - Non-Resident \$1,300.00

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- Quarter-size Lot (Only available in cremation section; Urns only, no vaults)
 - Resident \$175.00
 - Non-Resident \$325.00

There is an option to finance the purchase of Burial Rights for up to 2 years with an 8.0% annual interest charge. Burial Rights must be paid for in full before burial.

Interment (Opening/Closing Costs)

No interment is permitted on Sundays, City observed holidays, nor the Saturday before Memorial Day.

- Additional fee for Saturdays/After hours \$300.00
"After hours" rate applies to funerals starting after 12:30 pm on a regular work day.
- Single-Depth Burial
 - Resident \$400.00
 - Non-Resident \$700.00
- Double-Depth Burial
Double-depth burials are no longer available; however, double-depth burial rights purchased prior to June 20, 2008 will still be honored.
 - Resident \$450.00
 - Non-Resident \$800.00
- Cremation Burial
 - Resident \$350.00
 - Non-Resident \$500.00
- Infant Burial
 - Resident (interment fee is waved for resident infant burials) \$0.00
 - Non-Resident \$250.00

The reduced interment fee is approved for infant burials if using a 18"-36" casket-vault combination made of concrete or other material approved by the Cemetery Sexton.

Transfer of Burial Right \$20.00

Administrative fee to sell, re-issue, or transfer Burial Right back to the City.

Disinterment \$1,400.00

No disinterment is permitted on the Saturday before Memorial Day.

DEVELOPMENT

Agricultural Stand Pipe Fee (per year) \$20.00

Administrative Sign Fee \$25.00

For painted, laminated or similar signs that do not require a physical on-site inspection.

Asphalt Assessment Cost based on Addendum showing prices per linear foot

Building Permit

Based on evaluation of structure and 1997 Uniform Building Code, Table 1-A rates

Building Permit Application Deposit

- Residential \$100.00
- Commercial \$300.00

Deposit will be applied toward building permit fees. If application is cancelled, deposit may be refunded depending on amount of review work done by Lindon City.

Building Permit State Fee 1% of Building Permit Fee

Contractor Cleanup Fee

Actual cost, minimum of \$250.00/hr + tipping fees + equipment rental

Engineering Review Fee Actual Cost

For reviews not covered by Land Use Application Fees

Fire Impact Fee

- Residential (per residential unit) \$152.00
- Non-Residential (per 1000 SF floor space)
 - Commercial \$78.00
 - Industrial \$31.00

Grading Plan Review Actual Engineering cost

Initial Street Light Power Charge (per light) \$60

Park, Recreation and Trails Impact Fee (per dwelling unit)

- Single-Family, detached \$4,500.00
- All other residential \$1,500.00

Performance Cash Bond (refundable) \$1,000.00

Plan Review Fee

- Residential 25% of permit fee
- Commercial 65% of permit fee

Planning Administrative Fee

- Residential \$50.00
- Commercial/Industrial \$250/Acre

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FEE SCHEDULE**


Police Impact Fee

Residential (per residential unit)	\$162.00
Non-Residential (per 1000 SF floor space)	
Commercial	\$84.00
Industrial	\$41.00

Pressurized Irrigation Water Connection

See "Water Shares"

Road Impact Fee

To be determined by Impact Fee Study based on size, location and type of business.

Sewer Impact Fee

\$2,561.00

Per equivalent residential unit, with the exception of accessory apartments and accessory buildings. (An equivalent residential unit is a base of 30 fixture units or a single family unit.)

Sewer Inspection Fee

\$25.00

Sewer Line TV Inspection Fee

\$0.85/linear foot

Sewer Main Line Assessment

Cost based on Addendum showing prices per linear foot

Sidewalk Assessment

Cost based on Addendum showing prices per linear foot

SWPPP Sign Deposit

\$35.00

Storm Water Impact Fee

\$799.00

Per residential equivalent unit. (An equivalent residential unit is counted as 20,000 square feet of land or a single family unit.)

Street & Regulatory Signs

Actual cost

Street Excavation (Per cut or trench)

\$1,000.00

Water Impact Fees - Culinary

■ 1" Meter	\$1,279.00
■ 1½" Meter	\$1,644.00
■ 2" Meter	\$2,649.00
■ 3" Meter	\$10,049.00
■ 4" Meter	\$12,790.00
■ Larger Meters	As per Engineer study, as needed

Water Inspection Fee

\$25.00

Water Line Assessment - Culinary or Secondary

Cost based on Addendum showing prices per linear foot

Water Meter Installation

- 1" Meter \$325.00
- Larger sized Meter Actual Cost

Water Shares - prorated by lot size based on 1 acre (43,560 sq ft) of:

- Residential 1 share North Union
 - Industrial or Commercial Minimum ½ share North Union
- Users with large water usage may be required to turn in additional water shares after annual review.

Accepted equivalents of 1 share North Union (We do not accept water shares not listed below):

- 2 shares of Hollow Water Whole Stream 1.2 shares of Murdock/Provo Reservoir - Full
- 3 shares Hollow Water Half Stream ½ share Provo Bench Canal
- 2 shares of Cobbley Ditch 1.9 shares Southfield & Spring Ditch

- Payment in Lieu of Turning in Water Shares 95% of market
Market rate will be determined quarterly, or as needed, as determined by the Planning Director, by averaging the market rate given by 3 different water brokers.
- Relief Petition Application Fee \$250.00
- Transfer of Water Rights Actual engineering cost incurred by City
Only accepted for Southfield & Spring Ditch Water

LAND USE

- Accessory Building Setback Exception Application Fee** \$50.00
- Annexation Application Fee** \$1,750 + Actual costs for required noticing
Water shares will need to be turned in at time of development
- Appeal Fee** \$250.00
- Application Cancellation Fee** \$25.00
- Concept Review** \$100.00
- Conditional Use Permit** \$500.00
 - Wild and Exotic Animals \$50.00
 - Temporary \$250.00

Fence Permit Application Fee		\$50.00
General Plan Amendment		\$650.00
Land Disturbance Permit Fee	\$150 + Actual engineering cost incurred by City	
Major Subdivisions (4 lots or more)		\$2,500.00 + \$150.00/lot
Minor Subdivisions (3 lots or less)		\$1,200.00
Miscellaneous Application	\$150 plus Actual Engineering Cost	
Non-Conforming Use Application		\$500.00
Phased Subdivision Application		
Second and each subsequent phase	\$500.00 + Actual engineering cost incurred by City	
Planned Residential Development		\$3,500
Plat Amendment		\$950.00
Property Line/Lot Line Adjustment		\$350.00
Recording Fee		\$25 + Utah County fees
Reimbursement Agreement	\$600.00 + Actual engineering cost incurred by City	
Site Plan		
▪ Under 2 acres		\$2,000.00
▪ Over 2 acres	\$2,000 + \$250/acre (rounding up to next whole acre)	
Staff-approved Amended Site Plan	\$500.00 + Actual engineering cost incurred by City	
Temporary Site Plan		\$115.00
Variance of Board of Adjustment		\$500.00

LICENSES

Animal License As charged by North Utah County Animal Shelter

Business License

- New Businesses \$40.00
- Amusement Devices
 - Annual fee for pool tables, pinball machines, electronic games, juke boxes, etc.
 - 0 - 5 devices \$ 0.00
 - 6 - 15 devices \$50.00
 - More than 15 devices \$100.00
- Auctions \$300.00
- Banks and Savings and Loan Companies \$300.00
- Beer License \$300.00
 - (Must be Council approved and provide proof of insurance bond)
 - Additional non-refundable application fee for Class A, B, or C \$100.00
- Firework Sales-per location \$50.00
 - Refundable cash bond \$300.00
- Home Occupation \$40.00
- Industrial, Manufacturing, Distribution, Construction and Assembly \$310.00
- Light Industrial, Manufacturing, Distribution, Construction and Assembly \$155.00
- Pawn Brokers and Loan Companies \$300.00
- Real Estate Brokers \$50.00
- Restaurant and Food Related \$190.00
- Retail \$100.00
- Seasonal \$40.00
- Service Related \$100.00
- Sexually Oriented Business (Must be Council approved) \$300.00
- Special Events \$100.00
- Transient, Itinerant Merchants or Itinerant Vendors \$40.00
- Wireless Communications Antenna Array \$75.00

Cancellation Fee \$10.00

Duplicate License \$10.00

Home Occupation Application Fee \$25.00
One time fee with Business License

Penalty for Late Licensing or Renewal 10% plus 1.5% per month
Licenses must be purchased before starting business and renewed annually by
December 31.

MISCELLANEOUS

Contracts and Agreements \$500 + Actual Cost

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Copies

- Black/grayscale \$0.25/page
- Color \$0.75/page

Document Scanning and CD Creation \$10 per CD + \$1/page after 10 pages

Faxes

- First 10 pages \$1.00
- Each additional page \$0.10

Large Animal Impounding \$10.00/day

Library Card Reimbursement 50% of cost, \$50 maximum
Must present library receipt. Only 1 reimbursement will be given each year (from July 1 to June 30) whether on a 6 month or 1 year card and will be limited to 1 per family, not property. Residents that do not have the water bill in their name will have to present other proof of residency (i.e. recent electric bill or phone bill).

Maps

- 8½ x 11, black & white, streets Free
- 8½ x 14, black & white, streets \$0.50
- 11 x 17, color, streets \$3.00
- 11 x 17, color, zoning \$3.00

Merchant Fee

- Court telephone payments, per transaction \$1.50
- Court payments, per transaction \$1.50

North Pointe Solid Waste Transfer Station Punch Pass (2 punches)

- First pass (Residents only) Free
- Additional pass \$18.00

Request for Information

- Time \$20.00/hr
(First 15 minutes are free. Fee will be charged in quarter-hour increments.)
- Printing/copying, black/grayscale \$0.25/page
- Printing/copying, color \$0.75/page

Returned Check Fee \$25.00

Tax Rates

- Cable Service 5.0%
- Energy/Utility 6.0%
- Parks, Arts, Recreation & Culture (PARC) Tax 0.1%

- Property Tax 0.1630%
- Telecommunications 3.5%
- Transient Room Tax 1.0%

Weed Abatement

- Abatement fee Actual abatement costs
- Administrative fee \$25.00
- Interest rate per year 8.0%

OREM FIRE SERVICE

Lindon City will follow Orem City's policies and fee schedule.
Please contact Orem Fire Service at 801-229-7070 to verify services and prices.

POLICE

Alarm Permits \$25.00

Animal Trap Deposit

- Resident \$50.00
- Non-resident Not Available

Civil Paper Service \$75.00

Faxes

- Up to 10 pages \$1.00
- Each additional page \$0.10

Fingerprinting

- Resident Free
- Non-resident \$25.00

Home Drug Test Kit \$15.00

Investigative Subpoena, Subpoena Ducus Tecum, Civil Lawsuit

- Reports \$10 minimum, \$0.25 per page
- Research Time \$20.00/hr
(First 15 minutes are free. Fee will be charged in quarter-hour increments.)

Jail or Department Property Damage Restitution Actual repair or replacement cost



Mailing/Postage

- Minimum \$1.00
- Maximum actual cost over \$1.00

Photos

- Email \$5.00
- On CD \$15.00

Prisoner Transportation/Intra-State Extradition Mileage (one-way)

Current Internal Revenue Service Standard Mileage Rate

Private Traffic Control/Security (Officer & Car) \$75.00 per hour, minimum 2 hours

Property Storage \$15/day, commencing 72 hours after property is initially held

RAD (Resist Aggression Defensively)

- Kids Class, if class is held outside of school program \$5.00 per participant
- Women's Class \$15.00 per participant

Sex Offender Registration \$20.00

Special Event Permit

- Minimum Rate, 1 - 50 Participants \$10.00
- 51-250 Participants \$25.00
- 251-500 Participants \$100.00
- Over 500 Participants \$250.00
- Community or Charitable Event Fee May be Waived

Traffic Accident Report \$10.00

Video (Body Camera or Dashboard Camera) \$15.00 per CD

Youth Court Attendance \$30.00

PUBLIC WORKS

Construction Phase Services

- Area Component
 - Parcel area being developed or changed \$1,200 + \$1,250 per acre
 - Maximum area component fee \$15,000

- Frontage Component
 - Unimproved street frontage \$7.10 per linear foot
 - Partially improved street frontage \$1.42 per linear foot
- Material Testing Fee Actual cost or based on Engineer estimate

Hydrant Water Meter Rental

- Hydrant Meter Refundable Deposit \$1,200.00
- Minimum charge \$50.00
- Per Day \$5.00 + applicable water rates
- Per Week \$25.00 + applicable water rates
- Per Month \$75.00 + applicable water rates

Public Works Inspection Fee

- Site Plans (for parcel area being developed) \$2,450 per acre
- Subdivisions
 - Unimproved street frontage \$7.10 per linear foot
 - Partially improved street frontage \$1.42 per linear foot

Road Cut Permit (Refundable bond) \$1,000.00

Water Pipe Flushing Actual cost as determined by City Engineer

RECREATION

Basketball \$50.00

Baseball

- Pee Wee League
 - Tee Ball \$40.00
 - Coach Pitch \$40.00
 - Machine Pitch \$40.00
- Minors League
 - Mustang \$80.00
 - Pinto \$80.00
 - Pony \$90.00

Soccer

- Fall Indoor Soccer \$40.00
- Spring Soccer \$40.00

Volleyball \$35.00

Late Fee \$5.00

Cancellation Fee \$10.00

✧ Refund policy for sports and other programs:

Refund requests for sports and other programs which are received before season/program start dates are eligible for a full refund less the cancellation fee. Refunds requests received after the season/program start dates, but before half of the time has elapsed may be eligible for a 50% refund less the \$10 cancellation fee. Refund requests received after half of the season/program has elapsed are not eligible for refunds.

Other programs may be added with fees set under the direction of the Community Center Advisory Board.

RENTALS

✧ Refund policy for rentals:

Rentals must be cancelled 24 hours prior to reserved time in order to qualify for a refund less the cancellation fee. No refunds for weather related cancellations. However, the reservation may be moved to an available date within the same calendar year.

For pool rentals, see "Aquatics Center"

Community Center

▪ Deposit \$200.00

▪ Hourly Rates

Area	Resident	Non-Resident	Commercial	Non-profit
Classroom	\$25/hr	\$35/hr	\$45/hr	\$20/hr
Gymnasium	\$50/hr	\$60/hr	\$70/hr	\$40/hr
Kitchen	\$20/hr	\$30/hr	\$40/hr	\$16/hr
Cultural Art Auditorium	\$45/hr	\$55/hr	\$65/hr	\$36/hr

▪ Exceeding Rental Time \$5 for every 5 minutes past the scheduled time

▪ Cancellation Fee \$10.00

▪ Community Center Fee Rental Waiver and Reduction

Exceptions to the Community Center Rental rates may only be approved by the Lindon City Council after receipt of a completed Community Center Fee Rental Waiver and Reduction form, and after official review and action is taken by the Council.

Signed agreement, deposit and payment due at time of reservation. Community Center room rentals are available 9:00 am - 10:00 pm, Monday through Saturday, and are subject to availability. Rental time includes set up and cleanup time. Rental is not available on Sundays nor holidays.

Parks

- ✧ Reservations for pavilion rentals will not be taken before the first business day of the current calendar year and are taken throughout the year. Pavilions can be reserved April 15 through October 15 (weather permitting) of the current year.
 - ✧ Inflatables, carnival rides, water slides, dunk tanks, etc. require a certificate of insurances naming Lindon City as additionally insured before reservations will be approved.
 - Pavilions only (ball fields are not reserved)
 - Resident
 - » Partial Day (10am-3:30pm,4:30pm-10pm) \$25.00
 - » Full Day (10am-10pm) \$50.00
 - Non-Resident
 - » Partial Day (10am-3:30pm,4:30pm-10pm) \$40.00
 - » Full Day (10am-10pm) \$80.00
 - Horse Arena No charge
 - Horse Arena - Preparatory Grooming \$30.00
 - Exceeding Rental Time \$5 for every 5 minutes past the scheduled time
 - Cancellation Fee \$10.00
- Signed agreement and payment due at time of reservation.

Veteran’s Memorial Hall

- Refundable Deposit \$200.00
 - Partial Day (10:00 am - 3:30 pm OR 4:30 pm - 10:00 pm)
 - Resident \$100.00
 - Non-Resident \$125.00
 - Commercial \$150.00
 - Non-Profit \$80.00
 - Full Day
 - Resident \$200.00
 - Non-Resident \$225.00
 - Commercial \$250.00
 - Non-Profit \$160.00
 - Exceeding Rental Time \$5 for every 5 minutes past the scheduled time
 - Cancellation Fee \$10.00
 - Failure to return key Forfeit Deposit (\$200)
- Signed agreement, deposit and rental fee due at time of reservation. Failure to clean as per the Rental Agreement will result in forfeiting the deposit.

UTILITIES

RATES ARE MONTHLY AND FOR EACH UNIT
ACCESSORY APARTMENTS ARE TREATED AS AN ADDITIONAL UNIT

Culinary Water

ZONES		METER SIZE					
		1"	1 ½"	2"	3"	4"	6"
Below North Union Canal	base	\$19.22	\$34.60	\$55.74	\$211.42	\$384.40	\$713.06
	ea. 1000 gal.	\$1.58	\$1.58	\$1.58	\$1.58	\$1.58	\$1.58
Above North Union Canal	base	\$20.67	\$37.21	\$59.94	\$227.37	\$413.40	\$766.86
	ea. 1000 gal.	\$1.67	\$1.67	\$1.67	\$1.67	\$1.67	\$1.67
Upper Foothills	base	\$31.74	\$57.13	\$92.05	\$349.14	\$634.80	\$1,177.55
	ea. 1000 gal.	\$1.88	\$1.88	\$1.88	\$1.88	\$1.88	\$1.88

Accessory apartments are charged an additional base rate.

Deposit (one time)

- | | |
|-----------------------------------|----------|
| ▪ Owner (Residential or Business) | None |
| ▪ Resident that files Bankruptcy | \$250.00 |
| ▪ Business that files Bankruptcy | \$500.00 |

Customers filing bankruptcy will be given 30 days to pay deposit.

Garbage (Residential Only)

- | | |
|-------------------------------|--------|
| ▪ First garbage can | \$9.00 |
| ▪ Each additional garbage can | \$7.50 |

Accessory apartments are charged for a first garbage can.

Late Fee (on past due balance, charged monthly) \$10.00

Reconnect Fee (per incident) \$50.00

Recycling, per can \$3.25

Secondary Water

- | | |
|---------------------------------|---------|
| ▪ Non-Agricultural | |
| • Lots up to 11,000 sq. ft. | \$8.00 |
| • Lots 11,001 - 21,000 sq. ft. | \$10.00 |
| • Lots 21,001 - 28,000 sq. ft. | \$15.00 |
| • Lots 28,001 - 40,000 sq. ft. | \$20.00 |
| • Lots 40,001 - 60,000 sq. ft. | \$30.00 |
| • Lots 60,001 - 80,000 sq. ft. | \$40.00 |
| • Lots 80,001 - 87,120 sq. ft. | \$50.00 |
| • Lots 2 acres or more | |
| » Base rate | \$50.00 |
| » Each ¼ acre (or part thereof) | \$3.00 |
| ▪ Agricultural rate | |
| • Base rate | \$10.00 |
| • Each acre (or part thereof) | \$3.00 |

Agricultural land is that which is planted into pasture, hay, grains, vegetables, fruits, or other identifiable agronomy products and can be subdivided.

Sewer - per Residential Unit

- Base charge \$18.69
- Usage rate per 1000 gallons \$3.30

Based on average winter water usage from December to March. Accessory apartments are charged an additional base rate.

Storm Water \$6.98

Charged per Equivalent Service Unit (ESU) with credits available for industrial and commercial use as per Council action.

Utility Sign-up Fee \$10.00

Utility Agreement must be signed before services commence.

Utility Shut-off Notice Fee \$5.00

This fee will not be charged to customer's account if customer responds to notice within 1 week of mailing.

Lindon City does not pay interest on deposits or bonds held by the city.

2016-2017

FINAL BUDGET FEE SCHEDULE



ADDENDUM - PRICES PER LINEAR FOOT

ITEM	UNITS	UNIT PRICE	PER LINEAR FOOT PRICE	COMMENTS
SANITARY SEWER				
8" Sewer main	L.F.	\$22.00	\$22.00	
4" Standard manhole	EA.	\$3,075.00	\$7.69	Based on 400' spacing
Sewer pipe embedment material	L.F.	\$3.90	\$3.90	This is mostly needed where groundwater is high
STORM WATER				
12" RCP storm drain	L.F.	\$39.00	\$39.00	
4" Standard manhole	EA.	\$2,850.00	\$7.13	Based on 400' spacing
Curb face inlet box	L.F.	\$2,500.00	\$8.25	Based on 400' spacing
Storm drain line embedment material	L.F.	\$3.90	\$3.90	This is mostly needed where groundwater is high
CULINARY WATER				
8" Water main	L.F.	\$32.00	\$32.00	
10" Water main	L.F.	\$35.25	\$35.25	
12" Water main	L.F.	\$40.00	\$40.00	
8" Gate valve	EA.	\$1,400.00	\$2.12	Based on 660' spacing
10" Gate valve	EA.	\$1,600.00	\$2.42	Based on 660' spacing
12" Butterfly valve	EA.	\$2,150.00	\$3.26	Based on 660' spacing
Culinary line embedment material	L.F.	\$3.90	\$3.90	This is mostly needed where groundwater is high
Fire hydrant assembly	EA.	\$4,200.00	\$10.50	Based on 400' spacing
SECONDARY WATER				
4" Secondary main	L.F.	\$10.25	\$10.25	
6" Secondary main	L.F.	\$14.00	\$14.00	
4" Gate valve	EA.	\$775.00	\$1.17	Based on 660' spacing
6" Gate valve	EA.	\$975.00	\$1.48	Based on 660' spacing
Secondary line embedment material	L.F.	\$3.35	\$3.35	This is mostly needed where groundwater is high
CONCRETE WORK				
6" Curb, gutter & sidewalk	L.F.	\$36.00	\$36.00	
Driveway in 6" curb, gutter & s/w	EA.	\$335.00	\$3.35	Based on 1 per 100 linear feet
Disabled pedestrian ramp (entire cost)	EA.	\$1,025.00	\$1,025.00	
4" Base course for 6" curb, gutter & sidewalk	L.F.	\$1.70	\$1.70	
ASPHALT				
Remove asphalt pavement	S.F.	\$0.72	\$3.60	Based on 5' wide strip of pavement removal
3" Asphalt (road widening)	S.F.	\$1.70	\$8.50	Based on 5' of new pavement width
8" Base course (road widening)	S.F.	\$1.55	\$7.75	Based on 5' of new pavement width
Roadway excavation	C.Y.	\$26.75	\$5.35	Based on excavation for 5' of new pavement width
Asphalt Sawcutting	L.F.	\$1.00	\$1.00	
MISCELLANEOUS				
Conduit smaller than 4"	L.F.	\$7.00	\$7.00	Conduit installed in roadways at time of construction
4" Conduit	L.F.	\$7.75	\$7.75	Conduit installed in roadways at time of construction
6" Conduit	L.F.	\$9.00	\$9.00	Conduit installed in roadways at time of construction
Conduit smaller than 4"	L.F.	\$13.50	\$13.50	Conduit installed in existing roads
4" Conduit	L.F.	\$15.50	\$15.50	Conduit installed in existing roads
6" Conduit	L.F.	\$17.75	\$17.75	Conduit installed in existing roads

The cost of work required behind the sidewalk (i.e., sprinkler and landscape repair, driveway replacement, etc.) or other costs not listed on this schedule will be considered on a case-by-case basis, and will be in an amount determined by the City Engineer.

8. Recess to Lindon City Redevelopment Agency Meeting (RDA)*(10 minutes)*

***Sample Motion to Recess Council meeting:** I move to recess the Lindon City Council meeting and convene the Lindon City Redevelopment Agency (RDA).

See RDA agenda. The RDA will call to order, review minutes, and then consider the RDA budget adoption for FY2017 and amendment to the FY2016 RDA budget. The RDA budget is found within the budget documents provided in the previous agenda item, but attached again for reference.

***Sample Motion to Adopt RDA Budget:** I move to (approve, deny, continue) Resolution #2016-1-RDA, approving the final 2016-2017 RDA fiscal year budget, amending the 2015-2016 RDA fiscal year budget, and approving services between the Lindon City RDA and Lindon City, with the following recommendations:

***Sample Motion to Adjourn RDA meeting:** I move to adjourn the Lindon City RDA meeting and reconvene the Lindon City Council meeting.



Notice of Meeting of the Lindon City Redevelopment Agency

The Lindon City Redevelopment Agency (RDA) will hold a meeting beginning at 7:30 p.m., or as soon thereafter as possible, on Tuesday, June 21, 2016 in the Lindon City Center council chambers, 100 North State Street, Lindon, Utah. The agenda will consist of the following:

Conducting: Jeff Acerson, Chairman

(Review times are estimates only)

- 1. Call to Order / Roll Call** *(5 minutes)*
- 2. Approval of minutes from May 17, 2016** *(5 minutes)*
- 3. Public Hearing — Final Budget for FY 2016 (Resolution #2016-1-RDA)** *(10 minutes)*

The Board of Directors will receive public comment on the final Lindon City Redevelopment Agency (RDA) budget for Fiscal Year (FY) 2017. The tentative RDA budget was adopted on April 19, 2016 and the Proposed RDA budget adopted on May 17, 2016. Additional budget committee meetings, public hearings and public work sessions have been held where RDA budget issues were discussed. The Board of Directors will act to approve the final budget for FY 2017, amend the budget for FY2016, and approve an agreement for services between the RDA and Lindon City for administrative services.

Adjourn and reconvene the Lindon City Council meeting.

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 Kathy Moosman at 801-785-5043, giving at least 24 hours notice.

Posted By: Kathy Moosman
Time: ~3:00 p.m.

Date: June 16, 2016
Place: Lindon City Center, Lindon Police Dept, Lindon Community Center

The Lindon City Redevelopment Agency held a meeting on **Tuesday, May 17, 2016** beginning at approximately 9:00 p.m. in the Lindon City Center, City Council Chambers, 100 North State Street, Lindon, Utah.

Conducting: Jeff Acerson, Chairman

PRESENT

ABSENT

- Jeff Acerson, Chairman
- Jake Hoyt, Boardmember
- Matt Bean, Boardmember
- Van Broderick, Boardmember
- Carolyn Lundberg, Boardmember
- Adam Cowie, Executive Secretary
- Kathryn Moosman, City Recorder

COUNCILMEMBER BRODERICK MOVED TO ADJOURN THE MEETING OF THE LINDON CITY COUNCIL AND CONVENE THE MEETING OF THE LINDON CITY REDEVELOPMENT AGENCY AT 8:52 P.M. COUNCILMEMBER HOYT SECONDED THE MOTION. ALL PRESENT VOTED IN FAVOR. THE MOTION CARRIED.

1. **Call to Order/Roll Call**
2. **Review of Minutes** – The minutes of the RDA meeting of April 19, 2016 were reviewed.

BOARDMEMBER BRODERICK MOVED TO APPROVE THE MINUTES OF THE RDA MEETING OF APRIL 19, 2016 AS PRESENTED. BOARDMEMBER LUNDBERG SECONDED THE MOTION. THE VOTE WAS RECORDED AS FOLLOWS:

BOARDMEMBER BEAN	AYE
BOARDMEMBER BRODERICK	AYE
BOARDMEMBER HOYT	AYE
BOARDMEMBER LUNDBERG	AYE

THE MOTION CARRIED UNANIMOUSLY.

CURRENT BUSINESS –

3. **Public Hearing –*Fiscal Year 2017 Proposed Budget***. The RDA Board of Directors will accept public comment as it reviews and considers the FY 2017 proposed budget. Any recommended changes will be included in the Final FY 2017 RDA budget to be adopted on June 21, 2016.

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

Kristen Colson, Lindon City Finance Director, stated the Redevelopment Agency Proposed Budget documents are included in the City Council meeting agenda items and

included again as well for reference in this RDA meeting. Ms. Colson noted there are three districts in the RDA as follows: 1) State Street District 2) West Side District and 3) District #3 District. Ms. Colson explained that the West Side District has not been receiving tax increment revenue for several years. She also noted the 2016 FY is the last year for tax increment revenue for District #3, so next year there will only be interest earnings. She added that the State Street District will be receiving tax increment revenue for several more years. Mr. Cowie mentioned that the RDA will hold a public hearing to adopt the Final Budget on June 21, 2016.

Chairman Acerson called for any public comments. Hearing none he called for a motion to close the public hearing.

BOARDMEMBER LUNDBERG MOVED TO CLOSE THE PUBLIC HEARING. BOARDMEMBER BEAN SECONDED THE MOTION. ALL PRESENT VOTED IN FAVOR. THE MOTION CARRIED.

Chairman Acerson called for any comments or discussion from the Board. Hearing no comments he called for a motion.

BOARDMEMBER BRODERICK MOVED TO APPROVE THE LINDON CITY RDA PROPOSED BUDGET FOR FISCAL YEAR 2017 AND DIRECT STAFF TO PREPARE FINAL BUDGET DOCUMENTS FOR ADOPTION ON JUNE 21, 2016. BOARDMEMBER HOYT SECONDED THE MOTION. THE VOTE WAS RECORDED AS FOLLOWS:

BOARDMEMBER BEAN	AYE
BOARDMEMBER BRODERICK	AYE
BOARDMEMBER HOYT	AYE
BOARDMEMBER LUNDBERG	AYE

THE MOTION CARRIED UNANIMOUSLY.

ADJOURN -

BOARDMEMBER HOYT MOVED TO ADJOURN THE MEETING OF THE LINDON CITY RDA AND RE-CONVENE THE MEETING OF THE LINDON CITY COUNCIL AT 8:56 P.M. BOARDMEMBER BRODERICK SECONDED THE MOTION. ALL PRESENT VOTED IN FAVOR. THE MOTION CARRIED.

Approved – June 21, 2016

Adam Cowie, Executive Secretary

Jeff Acerson, Chairman

(RDA) 3. Public Hearing — Final Budget for FY 2016 (Resolution #2016-1-RDA) *(10 minutes)*

The Board of Directors will receive public comment on the final Lindon City Redevelopment Agency (RDA) budget for Fiscal Year (FY) 2017. The tentative RDA budget was adopted on April 19, 2016 and the Proposed RDA budget adopted on May 17, 2016. Additional budget committee meetings, public hearings and public work sessions have been held where RDA budget issues were discussed. The Board of Directors will act to approve the final budget for FY 2017, amend the budget for FY2016, and approve an agreement for services between the RDA and Lindon City for administrative services.

***Sample Motion to Adopt RDA Budget:** I move to (approve, deny, continue) Resolution #2016-1-RDA, approving the final 2016-2017 RDA fiscal year budget, amending the 2015-2016 RDA fiscal year budget, and approving services between the Lindon City RDA and Lindon City, with the following recommendations:

***Sample Motion to Adjourn RDA meeting:** I move to adjourn the Lindon City RDA meeting and reconvene the Lindon City Council meeting.

LINDON CITY REDEVELOPMENT AGENCY RESOLUTION 2016-1-RDA

A RESOLUTION OF THE LINDON CITY REDEVELOPMENT AGENCY AMENDING THE 2015-2016 FISCAL YEAR (FY2016) BUDGET, APPROVING AND ADOPTING A BUDGET FOR THE 2016-2017 FISCAL YEAR (FY2017) AND ENTERING INTO A CONTRACT WITH LINDON CITY TO PAY FOR THE USE OF VARIOUS SERVICES, FACILITIES AND SUPPLIES OF THE CITY'S WHICH WILL BE USED BY THE AGENCY DURING FY2017.

WHEREAS, Utah State Code Title 17C, requires the Lindon City Redevelopment Agency ("Agency") to prepare and adopt an annual budget for each fiscal year, which fiscal year is to be the same as the fiscal year of Lindon City, and to hold a public hearing on the budget after publishing notice in a newspaper of general circulation within the community at least once, two weeks in advance of the public hearing, and to make the proposed budget available for public inspection at least three days before the day of the commencement of the public hearing; and

WHEREAS, the Agency may amend the budget following the same procedures used to adopt the annual budget; and

WHEREAS, the Agency has prepared the amended budget for FY2016 which is attached hereto and incorporated herein; and

WHEREAS, the Agency has prepared the budget for FY2017 which is attached hereto and incorporated herein; and

WHEREAS, the Agency has given due notice as required by statute and has held a public hearing on May 17, 2016 and June 21, 2016 on the amended FY2016 budget and the FY2017 budget; and

WHEREAS, the Agency desires to use certain services and facilities of Lindon City ("City") during FY2017 and the City is willing to make the desired services and facilities available to the Agency; and

WHEREAS, the Agency and the City have mutually agreed upon a dollar amount which represents the reasonable and fair value for the use of the services and facilities in question; now

THEREFORE, BE IT RESOLVED BY THE LINDON CITY REDEVELOPMENT AGENCY AS FOLLOWS:

Section 1. The Agency hereby amends and adopts the FY2016 budget which is attached hereto and incorporated herein.

Section 2. The Agency hereby adopts the annual budget for FY2017 which is attached hereto and incorporated herein.

Section 3. In order to fulfill the Agency's obligations under Utah State Code Title 17C, the Chair and/or Executive Secretary is hereby authorized and directed to file a copy of the budgets with the county auditor, the State Tax Commission and each property

taxing entity affected by the distribution of property taxes. This shall be done within thirty days after adoption of the Budget.

Section 4. The Agency is hereby authorized to enter into a contract substantially in the form of the Agreement concerning Redevelopment Agency Use of City Services and Facilities during FY2017 ("Agreement") which is attached hereto as Exhibit A and incorporated herein by this reference.

Section 5. The Chair of the Agency is authorized to execute the Agreement on behalf of the Agency.

Section 6. This Resolution shall be effective as of the date of adoption.

PASSED and ADOPTED by the Board of the Lindon City Redevelopment Agency this 21st day of June, 2016.

Jeff Acerson, Chair

ATTEST:

Adam Cowie, Executive Secretary

{Seal}

BOARD MEMBERS VOTING "AYE"

BOARD MEMBERS VOTING "NAY"

EXHIBIT A

**AGREEMENT CONCERNING
LINDON CITY REDEVELOPMENT AGENCY USE OF
CITY SERVICES AND FACILITIES DURING FISCAL 2016-2017**

WHEREAS, the Lindon City Redevelopment Agency ("Agency") desires to use certain services and facilities of Lindon City ("City") during fiscal year 2016-2017 (FY2017), and the City is willing to make the desired services and facilities available to the Agency; and

WHEREAS, the Agency and the City have mutually agreed upon a dollar amount which represents the reasonable and fair value of the use of the services and facilities in question;

NOW THEREFORE, in consideration of the mutual promises of the parties to this Agreement and of other good and valuable consideration, City and Agency hereby agree as follows:

1. The Agency shall be entitled to utilize the time of City personnel, City facilities, City equipment and supplies, and such other resources of the City as the Agency from time to time may require in furtherance of Agency objectives and functions.
2. The Agency and the City have reviewed and anticipated the needs of the Agency, approved the Agency's budget for FY2017 and have concluded that the reasonable and fair value of the services, facilities and supplies the Agency will use during FY2017 is \$26,740. The City hereby agrees to accept this amount, as compensation for the services, facilities and supplies in question and the Agency hereby agrees to pay this amount for said services, facilities, and supplies.

DATED this 21st day of June, 2016.

LINDON CITY, UTAH

LINDON REDEVELOPMENT AGENCY

Jeff Acerson, Mayor

Jeff Acerson, Chair

ATTEST:

ATTEST:

Kathy Moosman, City Recorder

Adam Cowie, Executive Secretary

2016-2017

FINAL BUDGET

LINDON

REDEVELOPMENT AGENCY FUND

	2013-2014 Actual	2014-2015 Actual	2015-2016 Amended Budget	2016-2017 Budget
STATE STREET DISTRICT				
REVENUES				
State St - Interest Earnings	6,973	6,665	9,500	2,000
State St - Tax Increment	193,784	147,454	131,950	137,000
State St - Prior Yr Tax Incr	138,465	66,344	54,300	54,000
State St - Sundry Revenue	-	-	-	-
Trfr from General Fund	-	-	-	-
State St - Use of Fund Balance	-	-	883,860	400,750
TOTAL STATE ST REVENUES	339,221	220,463	1,079,610	593,750
EXPENDITURES				
Miscellaneous Expense	-	3,745	107	-
Professional & Tech Services	10,326	2,500	1,670	-
Sales Tax Participation Agrmt	-	-	-	-
Tax Incrment Agmt, Carter Const	-	-	-	-
Other Improvements	59,727	-	-	200,000
Admin Costs to General Fund	33,600	33,600	24,843	26,740
Trfr to CIP49-Public Safety Bg	-	-	462,242	-
Trfr to Rereation Fund	-	-	590,748	367,010
Appropriate to Fund Balance	235,568	180,618	-	-
TOTAL STATE ST EXPENDITURES	339,221	220,463	1,079,610	593,750
WEST SIDE DISTRICT				
REVENUES				
West Side - Interest Earnings	1,068	784	800	-
West Side - Use of Fnd Balance	19,740	12,476	126,421	-
TOTAL WEST SIDE REVENUES	20,809	13,259	127,221	-
EXPENDITURES				
Miscellaneous Expense	-	-	-	-
Professional & Tech Services	20,809	13,259	16,500	-
Other Improvements	-	-	110,721	-
Appropriate to Fund Balance	-	-	-	-
TOTAL WEST SIDE EXPENDITURES	20,809	13,259	127,221	-
DISTRICT #3				
REVENUES				
District 3 - Interest Earnings	6,610	3,660	4,500	1,000
District 3 - Tax Increment	824,021	831,588	850,630	-
District 3 - Prior Yr Tax Incr	1,368	7,716	2,270	-
District 3 - Sundry Revenue	-	-	-	-
District 3 - Use of Fund Bal	510,471	182,660	117,410	16,607
TOTAL DISTRICT #3 REVENUES	1,342,471	1,025,624	974,810	17,607
EXPENDITURES				
Miscellaneous Expense	-	-	107	107
Professional & Tech Services	24,418	10,128	40,000	15,000
Insurance	1,136	1,138	2,500	2,500
Tax Participation Agreements	630,159	269,841	175,743	-
Other Improvements	233,234	24,741	640,120	-
Trfr to Gen Fund - Admin Costs	116,200	114,100	116,340	-
Trfr to Debt Service	337,324	605,675	-	-
Appropriate to Fund Balance	-	-	-	-
TOTAL DISTRICT #3 EXPENDITURES	1,342,471	1,025,624	974,810	17,607

**9. Review & Action — Storm Water Pollution Prevention Permit (SWPPP) updates
(Resolution #2016-9-R)**

(10 minutes)

The City Council will review and consider Resolution #2016-9-R regarding updated SWPPP requirements mandated for local municipalities and incorporated into Lindon's storm water management program.

See attached information. City staff has been working with the JUB Engineers to update required changes to the City's storm water management program. This resolution and attachments outline the updates and will satisfy the requirements of approving the new program.

Sample Motion: I move to (approve, deny, continue) Resolution #2016-9-R regarding updates to Lindon City's storm water management program and policies, with the following recommendations:

RESOLUTION NO. 2016-9-R

A RESOLUTION ADOPTING THE UPDATED STORM WATER MANAGEMENT PROGRAM FOR LINDON CITY, GRANTING AUTHORITY TO THE DEVELOPMENT REVIEW COMMITTEE TO AMEND THE PROGRAM POLICIES AS NEEDED, AND SETTING AN EFFECTIVE DATE.

WHEREAS, the Municipal Council of Lindon City (City) has adopted a Storm Water Management Program (SWMP) which outlines the design criteria, submittal documents and other requirements for storm water management for all development within Lindon City; and

WHEREAS, the Storm Water Management Program has need to be periodically amended and updated to comply with the State of Utah Department of Environmental Quality, Division of Water Quality General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (Small MS4) and ratified by the City; and

WHEREAS, the Development Review Committee (DRC) has made appropriate amendments and policy changes to documents similar to the SWMP, such as the Land Development Policies, Standard Specifications and Drawings manual; and

WHEREAS, the Public Works Department has need to periodically refine and amend the documents and submittal requirements found within the SWMP; and

WHEREAS, the City sees the benefit to allowing the DRC and Public Works Department to make such changes to the SWMP as necessary without having to obtain pre-approval from the Council, and said changes can be ratified by the Council as has been done with other similar documents and policies; and

WHEREAS, it now becomes necessary to amend the Storm Water Management Program and approve DRC recommended changes to the SWMP, which reflect current regulations.

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

Section 1. The Lindon City Storm Water Management Program is hereby amended and approved with the updated changes as shown in the attached documents which consist of the body of the SWMP, measurable implementation goals and the implementation budget for the life of the Small MS4 Permit.

Section 2. The City Council authorizes the Development Review Committee to make future changes to Appendix A of the SWMP, with said changes periodically reviewed by the Council for ratification.

Section 3. The City Council authorizes the Public Works Department to make future changes to Appendices B through G of the SWMP, with said changes periodically reviewed by the Council for ratification.

Section 2. This resolution shall take effect immediately upon passage.

Adopted and approved this 21st day of June, 2016.

By _____
Jeff Acerson, Mayor

Attest:

By _____
Kathryn A. Moosman, City Recorder

SEAL:



STORM WATER MANAGEMENT PROGRAM

ADOPTED BY THE LINDON CITY COUNCIL
June __, 2016



THE
LANGDON
GROUP



GATEWAY
MAPPING
INC.

OTHER J-U-B COMPANIES

Updates

February 7, 2012

Revisions to Appendix A:

- Revised Table of Contents
- Replaced Design Methods and Considerations with Storm Water Performance Criteria and Design Guidelines
- Added Storm Water Pollution Prevention Plan (SWPPP) Requirements
- Replaced Procedures for Considering LID Practices with Low Impact Development Techniques
- Replaced Threatened/Endangered Species and Historic Properties Compliance Efforts with Special Environmental Considerations
- Added Long Term Storm Water Pollution Prevention and Maintenance Plan Requirements
- Replaced SWPPP Review Criteria/Checklists with SWPPP Preconstruction Submittal and Review Checklist
- Added Inspection Authority containing excerpts from the Lindon City Code
- Updated Enforcement Procedures to contain excerpts from the Lindon City Code
- Removed Process for including water quality in city projects (it is in Appendix B)
- Added Maintenance Agreement
- Replaced Construction and Post Construction Best Management Practices (BMP) Fact Sheets with those from the Lindon SWMP adopted in 2003, after the modification of the PT and SCSCS BMP Fact Sheets and the addition of the CC BMP Fact Sheet

February 19, 2013

Various typographical, rewording and formatting changes were made throughout the document.

Revisions to Body of Document

- Updated names & phone numbers in Organization Chart on page 6
- Removed duplicate entries and clarify responsibilities on pages 6 and 7

Revisions to Appendix A:

- Added Priority Construction Sites Area Map
- Added UPDES Storm Water Inspection Evaluation Form for Post Construction Compliance
- Updated multiple documents

Revisions to Appendix B:

- Updated SOPs
- Removed items duplicated in another appendix, and referred to them in the other appendices

Revisions to Appendix C:

- Added Justification of Priority Construction Sites Area
- Removed items duplicated in another appendix, and referred to them in the other appendices
- Added references to a few documents contained in other appendices

Revisions to Appendix D:

- Added Summary of Measurable Goals

Revisions to Appendix G:

- Added Priority Construction Sites Area Map
- Added Long Term Storm Water Pollution Prevention and Maintenance Plans Map

July 1, 2016

Various typographical, rewording and formatting changes were made throughout the document.

Revisions to Body of Document

- Update names in Organizational Chart and added the Planning Director to the chart
- Added responsibilities of the Planning Director

Revisions to Appendix A:

- Updated documents

Revisions to Appendix F:

- Agreements and permits updated

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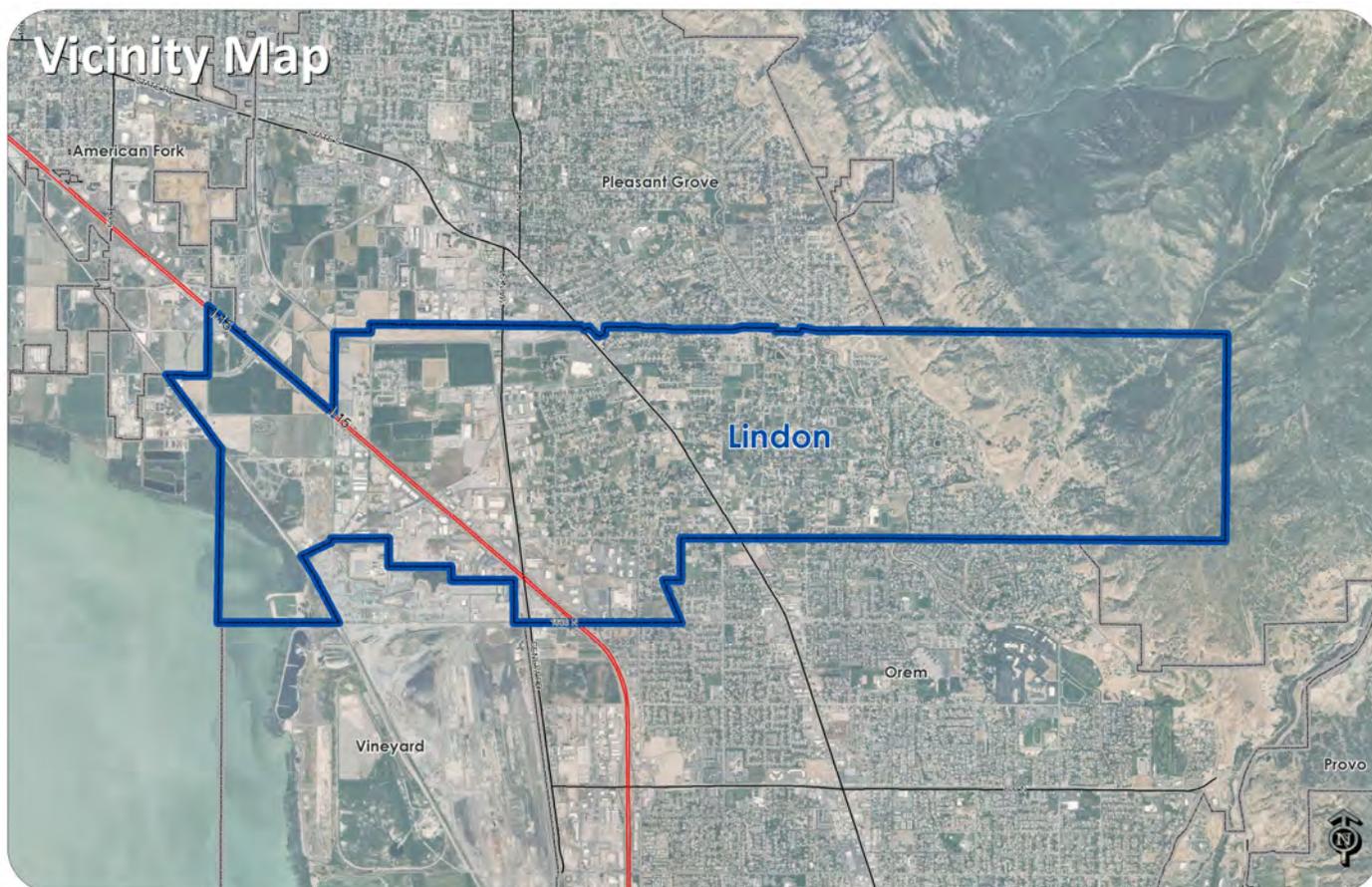
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Introduction

City of Lindon

The Lindon area was first established in 1850 as an outgrowth of settlement in the Pleasant Grove area. Lindon was incorporated in April 1924, at which time it had a population of 458 people. The 2000 census listed the population at 8,360 and the 2010 census listed the population at 10,070. The current population is approximately 10,293.

Lindon stretches from the Wasatch mountains on the east to Utah Lake on the West, and is bordered on the north by Pleasant Grove and on the south by Orem. It is approximately 8.5 square miles in size, with about 6.5 square miles between the foot of the Wasatch Mountains and Utah Lake. Three significant transportation corridors pass through Lindon: Interstate 15, State Street and Geneva Road. Two irrigation canals traverse the City: the Murdock Canal and the North Union Canal. Three aqueducts also traverse the City: the Salt Lake Aqueduct, the Jordan Aqueduct, and the Alpine Aqueduct.



Land along State Street is partially developed commercially; Land along Geneva Road is partially developed industrially. Land east of Geneva Road is mostly developed residentially, with few large tracts of developable land remaining. There is considerable industrial and manufacturing development west of Geneva Road. Most of the remaining undeveloped land in Lindon is in agricultural use. Residential lot sizes in Lindon are fairly large, with minimum lot sizes in the two residential zones being 20,000 square feet and 12,000 square feet.

Lindon City operates a culinary water system throughout the City, and a secondary water system east of Geneva Road. Nearly all development in Lindon is connected to the sanitary sewer system, which discharges to the Orem Wastewater Treatment Plant.

Lindon’s storm drainage conveyance system consists of curbed streets, piped storm drains and open drainages. On the westerly part of the City there are fewer pipes and more open drainages. Storm water from Pleasant Grove and Cedar Hills (on the north) runs through the Lindon drainages on its way to Utah Lake, as does some from Orem (on the south).

General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)

The Environmental Protection Agency (EPA) published the Storm Water Phase II Rule on December 8, 1999. The Utah Department of Environmental Quality acts as the administrator of the program for the EPA in the State of Utah. To comply with the requirements of the Phase II Rule, municipalities must obtain an “Authorization to Discharge Municipal Storm Water under the Utah Pollutant Discharge Elimination System (UPDES)” from the State of Utah. The Storm Water Phase II Rule requires municipalities in urbanized areas to develop and implement a Storm Water Management Program (SWMP). The SWMP is the most substantial part of the UPDES Permit.

The SWMP must address six minimum control measures:

1. Public education and outreach on storm water impacts
2. Public involvement/participation
3. Illicit discharge detection and elimination
4. Construction site storm water runoff control
5. Post-construction storm water management in new development and redevelopment
6. Pollution prevention/good housekeeping for municipal operations

Municipalities must develop best management practices (BMPs) to address the requirements of each of these six minimum control measures. They must also establish measurable goals for the BMPs. Municipalities must conduct a review of the effectiveness of the SWMP, and submit a corresponding report to the State annually. The SWMP must be updated every 5 years.

The Lindon Storm Water Management Program was first developed in April 2003 in response to the EPA Storm Water Phase II Rule. It consists of practices intended to reduce storm water runoff quantity and to improve storm water runoff quality in Lindon.

Lindon City Storm Water Management Program Update

The July 1, 2016 Lindon City Storm Water Management Program Update was prepared to renew the previously 2003 Permit and continue Lindon City’s coverage under Small MS4 General UPDES Permit No. UTR090000 issued on August 1, 2010. The Permit Update is intended to reduce the discharge of pollutants from Lindon City, protect water quality, and satisfy the appropriate water quality requirements of the Utah Water Quality Act. Updates to the Storm Water Management Program (SWMP) are the majority of the 2016 update. The SWMP has addressed the six minimum control measures described in Part 4.2 of the Permit. The SWMP has been further updated as described at the beginning of this document.

The SWMP has implemented a documentation process for gathering, maintaining, and using information to conduct planning, set priorities, track the development and implementation of the SWMP, evaluate Permit compliance/non-compliance, and evaluate the effectiveness of the SWMP implementation. On November 1, 2010 the Minimum Control Measures (MCM) List was created to specify the planning and priorities of the program and the documentation, tracking and maintenance of records were organized in the Appendix. This list has been revised and

updated to address changes to Part 4.2 of the Permit and remove goals that have been previously completed. Goals from previous versions of the Permit are in Appendix D.

The SWMP has included a schedule in the MCM list that implements the six minimum control measures as described in the Permit.

The SWMP document utilizes the MCM List and Appendix to organize the BMPs and measurable goals that will be implemented in each of the storm water minimum control measures. The MCM List identifies target pollutants and audiences, MS4 Best Management Practices, measurable goals with milestones, associated rationale and measure of success.

The SWMP Appendices contain the documents to track the number of inspections performed, official enforcement actions taken, and types of public education activities implemented as required for each SWMP component. The Appendices are organized as follows:

APPENDIX A - Supplemental Guide to Storm Water Management for Contractors

Appendix A contains information for Contractors, Developers and Engineers.

APPENDIX B - Supplemental Guide to Storm Water Management for Public Works

Appendix B contains standard operating procedures for public works activities

APPENDIX C - IDDE Program

Appendix C includes documents and references to documents in other appendices specific to the illicit discharge detection and elimination.

APPENDIX D - Documentation

Appendix D includes documentation of activities related to the SWMP.

APPENDIX E - City Ordinances

Appendix E includes copies of city ordinances related to storm water pollution prevention.

APPENDIX F - State/City Permits

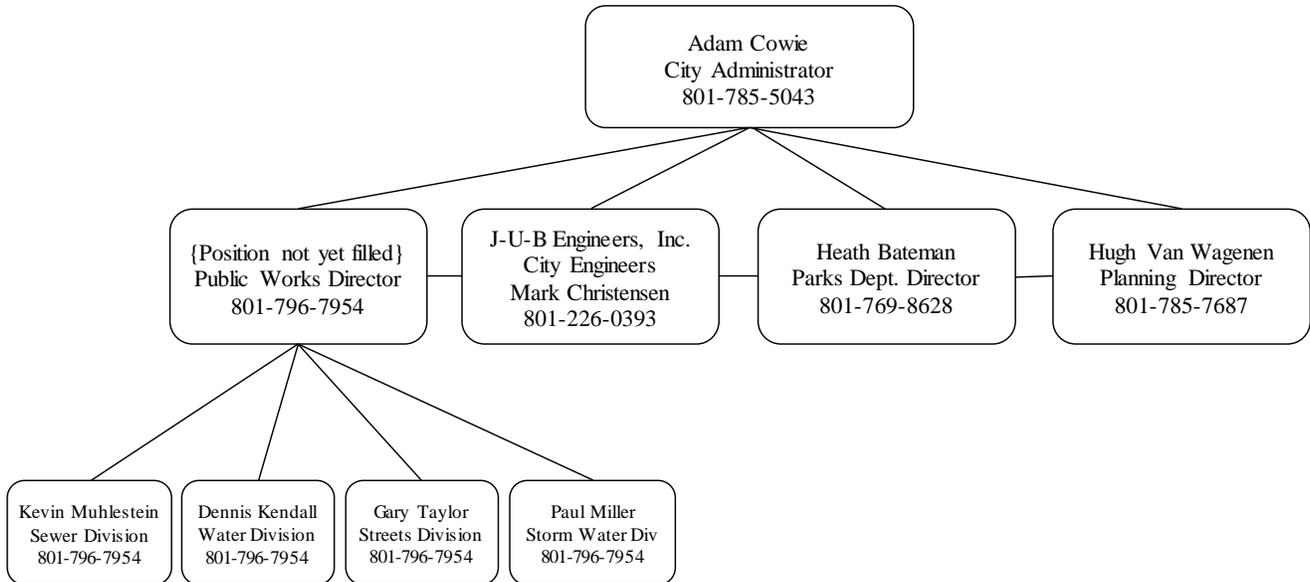
Appendix F includes copies of the UPDES General Permits for MS4s and Construction Activities, as well as the interlocal agreement related to storm water compliance between Utah County cities.

APPENDIX G- Maps/Map Book

Appendix G includes maps of storm drainage features, construction site locations, spill locations, monitoring locations, etc.

Organization Chart and Department Responsibilities

The following organization chart was established to identify the persons responsible for implementing or coordinating the BMPs contained within the SWMP document. The Organization Chart Department Responsibilities explain the duties each member of the organization has been assign to accomplish the goals of the SWMP.



City Administrator

- ♦ Liaison with City Council

Public Works Director

- ♦ Liaison with City Administrator
- ♦ General coordination of the Storm Water Management (SWMP) Program
- ♦ Submit Annual Report
- ♦ Update SWMP

Storm Water Division Supervisor

- ♦ Oversee SWPP program specifics and work with department heads
- ♦ Responsible for shared facilities and general work areas including:
 - Large equipment wash area
 - Fueling station
 - Storm drain system maintenance
 - General structural BMP maintenance
 - Small vehicle wash area

- Shop maintenance work area
- Metal fabrication area
- Chemicals, fluids, and oils in work area, waste oils/fluids
- ♦ Assist with annual report
- ♦ Assist with updating SWPPP
- ♦ Coordination with J-U-B Engineers, Inc.
- ♦ Track and document activities and actions
- ♦ Update storm water database
- ♦ Assist with storm drain mapping
- ♦ Street sweeping program
- ♦ New and post construction inspections
- ♦ City employee storm water pollution prevention training

J-U-B Engineers, Inc.

- ♦ Help update SWMP
- ♦ Assist with database updates
- ♦ Assist with annual report
- ♦ Engineering support
- ♦ Storm drain mapping
- ♦ Review plans for storm water compliance

Parks Department Head

- ♦ Parks dept. maintenance work area
- ♦ Pesticide, herbicide, and fertilizer (PHF) program
- ♦ Training parks personnel
- ♦ Chemical and fertilizer storage in work area
- ♦ Parks department equipment operation
- ♦ Equipment maintenance for parks dept. Equipment
- ♦ Mowing program

Planning Director

- Help develop LID practices
- Disseminate LID information to land development applicants

Water Division Supervisor

- ♦ Water dept. maintenance work area
- ♦ Training water dept. personnel
- ♦ Chemical storage in work area
- ♦ Water dept. equipment operation
- ♦ Equipment maintenance for water dept. equipment

Streets Division Supervisor

- ♦ Streets dept. maintenance work area
- ♦ Streets dept. equipment operation
- ♦ Equipment maintenance for streets dept.
- ♦ Training streets dept. personnel
- ♦ Chemicals storage in work area
- ♦ Snow plowing program
- ♦ Salt and materials storage stockpile areas
- ♦ Metal fabrication area

Sewer Division Supervisor

- ♦ Sewer dept. maintenance work area
- ♦ Training sewer dept. personnel
- ♦ Chemical storage work area, lift stations
- ♦ Sewer dept. equipment operations
- ♦ Equipment for sewer dept.
- ♦ Sanitary Sewer Overflow Program (SSO)

Statement of Basis

Permittee: City of Lindon

Permit Number: UTR090018

Location of MS4: 946 WEST CENTER STREET, LINDON, UTAH 84042

Longitude: 111°46'39.80"W / Latitude: 40°20'18.04"N

Submitted with this permit is the following:

- A map of the MS4 location
- Information Regarding the overall quality concerns, priorities, and measureable goals specific to the Permittee that were considered in the development and/or revisions to the SWMP document.
- A description of the program elements that will be implemented in each of the six minimum control measures.
- A description of any modifications to ordinances or long-term/ongoing processes implemented in accordance with the previous MS4 general permit for each of the six minimum control measures.
- A description of how the Permittee intends to meet the Permit requirements as described in Part 4.0 by either referencing existing program areas that already meet the Permit requirements or a description and relevant measurable goals that include, as appropriate, the year by which the Permittee will achieve required actions, including interim milestones.
- If applicable indication of joint submittal of Co-Permittees and the associated responsibility in meeting requirements of the SWMP.

Certification

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations"

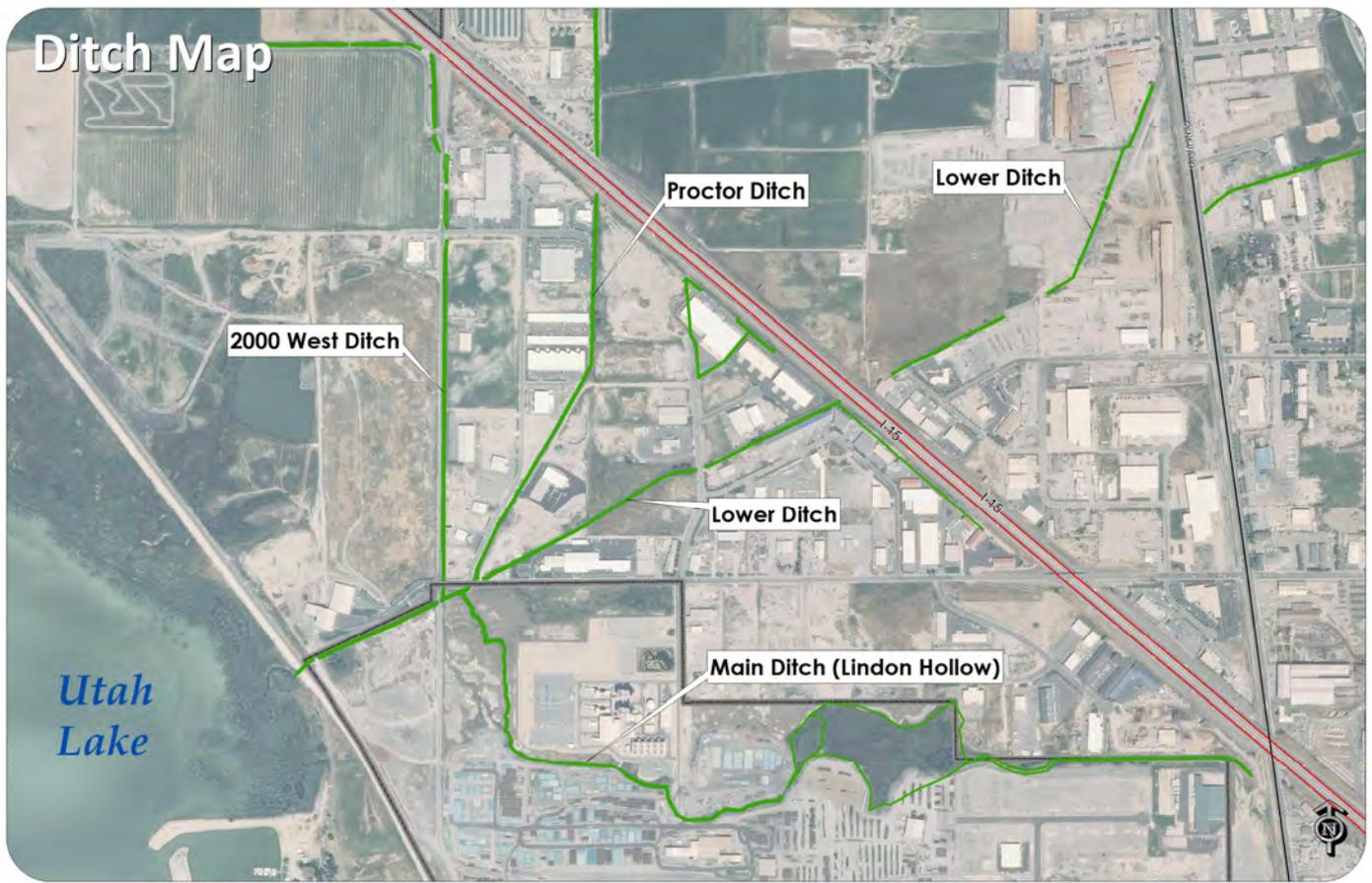
Authorized Signature

Date

Impaired Waters / Controlling Regulated Pollutants (TMDLS)

Part 3.1. of the Permit requires the Permittee to determine whether storm water discharge from any part of the MS4 contributes to a 303(d) listed (i.e., impaired) water-body. If the Permittee has “303(d)” discharges described above, the Permittee must also determine whether a Total Maximum Daily Load (TMDL) has been developed by the Division and approved by EPA for the listed water-body. If there is an approved TMDL, the Permittee must comply with all requirements associated with the TMDL as well as the requirements of Part 3.1.2. If no TMDL has been approved, the Permittee must comply with Part 3.1.2 and any TMDL requirements once it has been approved. Part 3.1.2 of the Permit states that if the Permittee discharges to an impaired water-body, the Permittee must include in its SWMP document a description of how the Permittee will control the discharge of the pollutants of concern. This description must identify the measures and BMPs that will collectively control the discharge of the pollutants of concern. The measures should be presented in the order of priority with respect to controlling the pollutants of concern.

Primary inflows to Utah Lake are the American Fork River, the Provo River, Mill Race Creek, Hobble Creek, the Spanish Fork River, and Currant Creek. These flows are joined by many minor inflows, both perennial and intermittent. Lindon City does not contribute to any of the primary inflows to Utah Lake but constitutes one of the minor inflows that discharge to Utah Lake just north of the Lindon Boat Harbor (See map below). The storm drain collection system utilizes four drainage ditches, 2000 West, Proctor, Lower and Main. The four ditches combine at 2000 West and 200 South and continue directly into Utah Lake.



Utah Lake is listed on Utah's 2014 §303(d) list for exceedances of state criteria for total dissolved solids (TDS), total phosphorus (TP), and PCB in fish tissue concentrations. A Total Maximum Daily Load (TMDL) has not been developed by the Division and approved by EPA for Utah Lake. Primary sources for TDS in receiving waters are agricultural and residential runoff, leaching of soil contamination and point source water pollution discharge from industrial or sewage treatment plants. The most common chemical constituents are calcium, phosphates, nitrates, sodium, potassium and chloride, which are found in nutrient runoff, general stormwater runoff and runoff from snowy climates where road de-icing salts are applied. Part 3.2.1 of the Permit requires Permittees to specifically address the reduction of nitrogen and phosphorus discharges from the MS4. It has been determined that a reduction in discharge of total dissolved solids (TDS) will reduce the discharge of total phosphorus and nitrogen, so reduction of TDS is the highest priority.

The Lindon City Storm Water Management Program will address the total dissolved solids (TDS), total phosphorus (TP), nitrogen, and PCB in fish tissue concentrations through the measurable goals listed in the MCM List. The Program will reduce total dissolved solids (TDS), total phosphorus (TP), nitrogen and PCB in fish tissue concentrations by:

- ♦ Implementing and enforcing the IDDE program to systematically find and eliminate sources of non-storm water discharges from the City and to implement defined procedures to prevent illicit connections.
- ♦ Developing, implementing and enforcing a program to reduce pollutants in any storm water runoff to the City storm drain system from construction.
- ♦ Developing, implementing and enforcing a program to address post-construction storm water runoff to the City storm drain system from new development and redevelopment construction sites.
- ♦ Developing and implementing an operations and maintenance (O & M) program for City-owned or operated facilities.
- ♦ Educating the public regarding actions they can take to reduce storm water pollution.

Concerns and Priorities

Concerns

The water quality within Lindon is relatively good. As mentioned above, the drainage system discharges to Utah Lake which is on the Section 303(d) list of the Clean Water Act. The intent of this Storm Water Management Program (SWMP) is to improve the water quality and possibly decrease the quantity of water discharged to Utah Lake. Like most communities along the Wasatch Front, some of the biggest concerns involve sediment loads (coming primarily from disturbed sites), fertilizers and pesticides coming from lawns and farmlands, and oils and grease coming from the roadways, salts and deicing materials coming from the roadways, improper disposal of household chemicals and waste materials and illicit discharge from industrial sites. Lindon's SWMP has been geared toward small city applications, targeting the pollutants mentioned.

Priorities

As discussion was held trying to understand the nature of the problems and how to accomplish the goals of the SWMP, it was determined the following areas shall be emphasized.

- ♦ This program has been developed with an increased emphasis on education and public involvement with all four groups as listed in the permit.
- ♦ The training schedule will be emphasized in the first year of the permit so all key personnel will understand their storm water responsibilities.

- ♦ The outfall locations will be prioritized so that the most likely areas of illicit discharge will be inspected first.
- ♦ The industrial areas are located on the west side of the city and some are located adjacent to the drainage ditches. These areas will be identified and increased oversight will be initiated.
- ♦ The build out in several subdivisions has slowed due to the economy. These subdivisions will be identified and given particular attention to stabilize the sites to prevent erosion.
- ♦ Good Housekeeping will be stressed through training and the inspection of priority inspections.
 - Storm drain inlets around the City will be regularly cleaned to reduce sediment and pollutants in the system.
 - Regular street sweeping will be performed to reduce pollutants in the storm drain system.

Threatened or Endangered Species and Historic Properties

Part 3.2 states that the Permit does not relieve the Permittee from compliance with Federal or State laws pertaining to threatened or endangered species or historic properties. Where applicable, compliance efforts to these laws shall be reflected in the SWMP document.

The SWMP requires each new project be informed of all Federal or State laws pertaining to threatened or endangered species or historic properties. A form found in Appendix A which will be given to all developers, contractors and design engineers requires the applicant investigate and document Impaired Waters, Threatened or Endangered Species and Historic Properties.

Minimum control measures 1-6

Part 4.2 states that a Renewal Permittee must continue to implement its Storm Water Management Program (SWMP) as described in the application and submittals provided in accordance with the previous MS4 general Permit, while updating its SWMP document pursuant to this Permit. This Permit does not extend the compliance deadlines set forth in the previous MS4 general Permit unless specifically noted.

The ongoing measurable goals from the previous MCM list were retained or updated while the goals from the previous permit update can be found in Appendix D.

The program elements that will be implemented in the six minimum control measures Include a description of how the Lindon City intends to meet the requirements as described in Part 4.0 by referencing the target pollutants and audience, the Permit requirements, a description of the relevant measurable goals, the year by which the Permittee will achieve required actions, including interim milestones and the measure of success (Effectiveness). The six minimum control measures are described in the following MCM List.

Public Education and Outreach on Storm Water Impacts

General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4)		Measurable Goals		MCMML Public Education and Outreach on Storm Water Impacts		MS4 Best Management Practices		Measurable Goal		Rationale		Milestone Date		Measure of Success (Effectiveness)	
Pollutant(s)	Target Audience(s)														
1	Total Dissolved Solids (TDS) and Total Phosphorus (TP)	Residents (4th graders)			4.2.1.1 To educate audiences on ways to avoid, minimize, and reduce impacts of storm water discharge		Continue booth at the annual Utah County or Lindon Days Fair and educational program for fourth graders.		We are doing this as part of the Utah County Coalition education program. Utah County Coalition is working to develop a process to evaluate the program effectiveness.		Annually		Renew contract with 4th grade presenter and continue Fair booth annually		
2	See list in "desired result" column	General Public			4.2.1.2 Information is provided to target audience on prohibitions against illicit discharges and improper disposal of waste including: maintenance of septic systems; effects of outdoor activities, such as lawn care; benefits of on-site infiltration of storm water; effects of automotive work and car washing on water quality; proper disposal of swimming pool water; and proper management of pet wastes.		Include information on the website and include information in utility bills or city newsletter at least once annually.		Including information on the City website and in utility bills or city newsletter is a cost effective way to educate the public and promote behavior change by the public.		Annually		Information is current on website and included in utility bills or city newsletter annually.		
3	See list in "desired result" column	Institutions, Industrial, and Commercial Facilities			4.2.1.3 Information is provided to target audience on prohibitions against illicit discharges and improper disposal of waste including: Proper lawn maintenance Benefits of appropriate on-site infiltration of storm water Building and equipment maintenance Use of salt or other deicing materials Proper storage of materials Proper management of waste materials and dumpsters Proper management of parking lot surfaces.		Include information on the website and include information in utility bills or city newsletter at least once annually.		Including information on the City website and in utility bills or city newsletter is a cost effective way to educate the public and promote behavior change by the public.		Annually		Information is current on website and included in utility bills or city newsletter annually.		
4	Illicit discharge and waste	Employees			4.2.1.5 Provide and document information and training given to employees of Permittee owned or operated facilities concerning the Permittee's prohibition against and the water quality impacts associated with illicit discharges and improper disposal of waste.		Have training once a year in group employee meetings		Required by Permit		Annually		Training occurs annually		
5	All pollutants	Permittee engineers, development and plan review staff, land use planners			4.2.1.6 Provide and document information and training given to MS4 engineers, development and plan review staff, land use planners, and other parties as applicable to learn about Low Impact Development (LID) practices, green infrastructure practices, and to communicate the specific requirements for post-construction control and the associated Best Management Practices (BMPs) chosen within the SWMP.		Hold DRC meeting to learn about Low Impact Development (LID) practices, green infrastructure practices, and to communicate the specific requirements for post-construction control and the associated Best Management Practices (BMPs) chosen within the SWMP. Also, attend annual coalition training.		Required by Permit		Annually		Annual meeting occurs		

Public Involvement/Participation

General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)		Measurable Goals		MCM 2 Public Involvement/Participation		Target		Audience(s)		MS4 Best Management Practices		Measurable Goal		Rationale		Milestone Date		Measure of Success [Effectiveness]	
1	All pollutants							General public		4.2.2.3 Make updated SWMP document available to the public annually	Post updated SWMP annually on website	Required by the Permit	Annually	SWMP is updated and posted on the website annually					
2	All pollutants							General public		4.2.2.3 Clearly denote a specific contact person and phone number or email address to allow the public to review and provide input for the SWMP document for the life of the permit	Post information for a specific contact person to receive input on the SWMP on the website	Required by the Permit	Sep-16	Contact information is posted on the website					
3	All pollutants							General public		4.2.2.3 Provide contact information for a specific contact person for public input on the SWMP document	Post updated contact information annually on the website	Required by the Permit	Annually	Contact information is updated and posted on the website annually					

Illicit Discharge Detection and Elimination (IDDE)

General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)		Target		MS4 Best Management Practices	Measurable Goal	Rationale	Milestone Date	Measure of Success (Effectiveness)
Measurable Goals	Pollutant(s)	Audience(s)						
1	N/A	Public Works		4.2.3.1. Maintain a current storm sewer system map of the MS4, with locations of outfalls (names and location of all State waters that receive discharges), storm drain pipe and other storm water conveyance structures within the MS4.	Implementing policy and bring map current with all new accepted developments	Required by the Permit	Sep-16	90% are input within 12 months
2	N/A	Public Works		4.2.3.1. Maintain a current storm sewer system map of the MS4, with locations of outfalls (names and location of all State waters that receive discharges), storm drain pipe and other storm water conveyance structures within the MS4.	Implementing policy and have all map updates done within 6 months of final acceptance	Six months will be sufficient time to update the map.	Semi-annually	90% are input within 6 months
3	All Pollutants	All Audiences		4.2.3.3.2 Field assessment activities for the purpose of verifying outfall locations and detecting illicit discharges, including dry weather screening of outfalls or facilities serving priority areas identified in Part 4.2.3.3.1 as well as routine dry weather screening of all outfalls that discharge within the Permittee's jurisdiction to a receiving water.	Inspect 20% of all priority areas each year	Required by the Permit	Annually	All priority areas are inspected
4	All Pollutants	All Audiences		"	Do Dry weather screening 20% of all outfalls each year	Required by the Permit	Annually	All outfalls have dry weather screening completed
5	All Pollutants	All Audiences		4.2.3.3.4 Notify the Division of any discovered or suspected discharger that may need a separate UPDES Permit	Notify the Division of any discovered or suspected dischargers that may need a separate UPDES Permit	Required by the Permit	Annually	Division notified of all dischargers that are suspected or discovered to need an additional UPDES Permit.
6	All Pollutants	All Audiences		4.2.3.5 Develop and implement SOP for characterizing the nature of any illicit discharges found or reported to the Permittee by the hotline developed in 4.2.3.9	Review flow chart (SOP) and Inspection Report with staff annually.	Required by the Permit	Annually	Training is completed annually for all staff involved in incident reporting.
7	All Pollutants	Public Employees, Businesses and Residents		4.2.3.7 Inform public employees, businesses, and general public of hazards associated with illicit discharges and improper disposal of waste	Will meet goal with MCM1-Lines 3 & 4	The goals are the most cost effective way to educate the public and promote behavior change by the public.	Annually	See MCM1-5 & 7
8	All Pollutants	Staff, Contracted Staff, Other Responsible Entities, New Hires		4.2.3.11 Receive minimum annual training in the IDDE program. Immediate training for new hires along with follow-up training to address changes. A summary of such training shall be included in the annual report.	Provide training for 100% of the audience.	Required by the Permit	Annually	Annual training records showing 100% of audience was trained.

Construction Site Storm Water Runoff Control

Separate Storm Sewer Systems (MS4)		MS4 Best Management Practices		Measurable Goal	Rationale	Milestone Date	Measure of Success (Effectiveness)
Pollutant(s)	Audience(s)	MS4 Best Management Practices	Measurable Goal	Rationale	Milestone Date	Measure of Success (Effectiveness)	
Measurable Goals							
MCM 4 Construction Site Storm Water Runoff Control							
	Target						
1	Sediment, Construction Site Debris, Hydrocarbons	Contractors, Developers, and MS4 Staff	4.2.1.2 Ensure construction operators obtain and maintain coverage under the current UPDES Storm Water General Permit for Construction Activities for the duration of the project.	Keep list of construction sites and their NOI permit number	It was determined that this list will help accomplish the permit requirements for this goal	Annually	Successful if 100% of all active construction sites have an active NOI
2	Sediment, Construction Site Debris, Hydrocarbons	Contractors and Developers	4.2.4.3.1 Identify priority construction sites considering at a minimum: soil erosion potential, site slope, project size and type, sensitivity of receiving waterbodies, proximity to receiving waterbodies, and non-storm water discharges and past record of non-compliance by the operators of the construction site.	Update a "priority construction site" document outlining areas within the city where "additional" protection may be desired	Required by the Permit	Sep-16	When document is prepared
3	Sediment, Construction Site Debris, Hydrocarbons	Contractors and Developers	4.2.4.4.1 Inspections of all new construction sites requiring a SWPPP at least monthly by qualified personnel	Conduct monthly inspections of all construction sites	Required by the Permit	Annually	90% of all active construction sites are inspected monthly
4	Sediment, Construction Site Debris, Hydrocarbons	Contractors, developers and MS4 staff	4.2.4.4.2 The Permittee must include in its SWMP document a procedure for being notified by construction operators/owners of their completion of active construction so that verification of final stabilization and removal of all temporary control measures may be conducted. This procedure must be provided to the owner/operator before active construction begins.	Review and update written Notice of Termination process for use within the city	It was determined that a written process could be easily distributed to owners/operators	Sep-16	Completed by milestone date
5	Sediment, Construction Site Debris, Hydrocarbons	Contractors, developers and MS4 staff	"	Provide Notice of Termination process to owner/operators at preconstruction meetings	It was determined that preconstruction meetings were the best place to inform owners and operators of the Notice of Termination procedure before they begin active construction	Annually	Owners/operators are provided with Notice of Termination process at preconstruction meetings
6	Sediment, Construction Site Debris, Hydrocarbons	Contractors and Developers	4.2.4.4.3 Conduct Bi-weekly inspections on high priority construction sites	Inspect high priority sites Bi-weekly	Required by the Permit	Annually	90% of priority construction sites are inspected bi-weekly
7	Sediment, Construction Site Debris, Hydrocarbons	Contractors and Developers	4.2.4.4.5 Publicly provide and publicize a telephone for public reporting of storm water related issues on construction sites. Records of violations, enforcement actions and corrective actions taken shall be recorded and documented.	Post telephone number for reporting issues on the city website.	Required by the Permit	Sep-16	Telephone number is posted to the website
8	Sediment, Construction Site Debris, Hydrocarbons	MS4 Staff	4.2.4.5 Train staff whose primary job duties are related to implementing the construction storm water program on conducting these activities annually. Provide training to new hires before they commence storm water related duties. Provide follow-up training to address changes in procedures, methods or staffing.	Provide training to staff and new hires whose primary job duties are related to implementing the construction storm water program	Required by the Permit	Annually	Records of training of all staff and new hires whose primary job duties are related to implementing the construction storm water program including dates, activities or course descriptions, and names.

Long-Term SWM in New Development and Replacement (Post-Construction Storm Water Management)

General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)		Target		MS4 Best Management Practices		Measurable Goal	Rationale	Milestone Date	Measure of Success (Effectiveness)
Pollutant(s)	Audience(s)								
MCM 5 Long-Term SWM in New Development and Replacement (Post-Construction Storm Water Management)									
1 All Pollutants	All Audiences			4.2.5.3 Update the development program requirements to specify that Best Management Practices (BMPs) must be selected that address pollutants known to be discharged or anticipated to be discharged from the site.		Provide BMPs to address pollutants known or anticipated to be discharged from sites	Required by the Permit	Sep-16	BMPs reviewed and updated
2 All Pollutants	All Audiences			4.2.5.3.2 Update the development process to require the evaluation of a Low Impact Development (LID) approach. If an LID approach cannot be utilized, the Permittee must document an explanation of the reasons preventing this approach and the rationale for the chosen alternative controls on a case by case basis for each project.		Update Storm Water manual	Required by the Permit	Sep-16	Manual updated
3 All Pollutants	MS4 Staff, City Council			4.2.5.3.3 The Permittee must develop a plan to retrofit existing developed sites that are adversely impacting water quality.		Update Storm Drain Master Plan and Capital Improvement Plan to include Water Quality	Required by the Permit	Dec-16	CIP includes water quality projects
4 All Pollutants	MS4 Staff, Contractors and Developers			4.2.5.3.4 Each Permittee shall develop and define specific hydrologic method or methods for calculating runoff volumes and flow rates. New development or redevelopment projects must manage rainfall on-site, and prevent the off-site discharge of the precipitation from all rainfall events less than or equal to the 90th percentile rainfall event. This must be accomplished through LID practices that include infiltration, evapotranspiration and/or harvest and reuse.		Review existing design standards to see if they meet new permit requirements - see section 4.2.5.3.4	Update the design standards if needed.	Sep-16	Standards have been reviewed and comments made
5 All Pollutants	MS4 Staff, Contractors and Developers			"		Draft ordinance revisions for retention and LID requirements	If changes are needed to the ordinance, draft changes to the ordinance	Aug-16	Draft is complete and ready for others to review
6 All Pollutants	MS4 Staff, Contractors and Developers			"		Adopt ordinance revisions	If changes are needed in the ordinance, submit ordinance changes to the City Council	Sep-16	Ordinance has been passed
7 All Pollutants	MS4 Staff, Contractors and Developers			4.2.5.4 Adopt and implement procedures for site plan review that will apply through the life of the project from conceptual design to project closeout which will evaluate water quality impacts.		Adopt and implement procedures for site plan review which will evaluate water quality impacts through the life of the project.	Required by the Permit	Sep-16	Procedure is included in the land development process and updated on the city website
8 All Pollutants	MS4 Staff, Contractors and Developers			4.2.5.4.3 Permittees shall keep a representative copy of information that is provided to design professionals, ...the dates of the mailings and lists of recipients.		Put packet information on the Website	Including information on the City website is a cost effective way to provide packets to design professionals.	Annually	The packet is located on the website
9 All Pollutants	MS4 Staff, Contractors and Developers			4.2.5.5.2 Permanent structural BMPs shall be inspected at least once during installation. Upon completion the Permittee must verify that long-term BMPs were constructed as designed.		Add the process of verifying that long-term BMPs were constructed as designed to the city's process	Required by the Permit	Sep-16	Process set in place for inspection
10 All Pollutants	MS4 Staff, Contractors and Developers			"		Conduct inspections annually for city maintained post-construction BMP's	Required by the Permit	Annually	Completed inspection reports are properly filed
11 All Pollutants	MS4 Staff, Contractors and Developers			"		Conduct inspections on privately maintained post-construction BMP's at least 20% per year	Required by the Permit	Annually	Completed inspection reports are properly filed
12 All Pollutants	MS4 staff			4.2.5.6 Permittees shall provide adequate training for all staff involved in post-construction storm water management, planning and review, and inspections and enforcement annually. New hires shall be trained before commencing storm water related duties. Follow-up training shall be provided as needed to address changes in procedures, methods or staffing.		Schedule and conduct training for appropriate personnel	Required by the Permit	Annually	All appropriate personnel are trained
13 All Pollutants	MS4 staff			4.2.5.7 Maintain an inventory of post construction BMP's		Inventory log of new post construction BMP's updated annually and existing post construction BMP's updated as inspections performed	Required by the Permit	Annually	Log is updated

Pollution Prevention and Good Housekeeping for Municipal Operations

General Permit for Discharges from Small Municipal Separate Storm Sewer Systems (MS4s)		Measurable Goals		MCM 6 Pollution Prevention and Good Housekeeping for Municipal Operations		Target		Audience(s)		Pollutant(s)		Rationale		Milestone Date		Measure of Success (Effectiveness)					
				M54 Best Management Practices																	
4.2.6 Prevent or reduce runoff of pollutants to the MS4 and Waters of the State through implementation of a program for Permittee-owned or operated facilities including SOPs, pollution prevention BMPs, SWPPPs, a training component and implement a Storm Water Pollution Prevention Plan (SWPPP) or similar document. The SWPPP shall describe and ensure the implementation of standard operating procedures (SOPs) that are to be used to reduce the pollutants in storm water discharges associated with the facility and ensure compliance with the permit.		4.2.6.4. Each "high priority" Permittee-owned or operated facility shall develop and implement a Storm Water Pollution Prevention Plan (SWPPP) or similar standard operating procedures (SOPs) that are to be used to reduce the pollutants in storm water discharges associated with the facility and ensure compliance with the permit.		4.2.6.5.1 Weekly visual inspections: The Permittee must perform weekly visual inspections of "high priority" facilities in accordance with the developed SOPs to minimize the potential for pollutant discharge.		4.2.6.5.2 Quarterly comprehensive inspections: At least once per quarter, a comprehensive inspection of "high priority" facilities, including all storm water controls, must be performed		4.2.6.5.3 Quarterly visual observation of storm water discharges: At least once per quarter, the Permittee must visually observe the quality of the storm water discharges from the "high priority" facilities		4.2.6.6. SOPs shall be developed and implemented for buildings and facilities; material storage areas, heavy equipment storage areas and maintenance areas; parks and open space; vehicle and equipment; roads, highways and parking lots; storm water collection and conveyance systems; and other facilities and operations.		4.2.6.7. If a Permittee contracts with a third-party to conduct municipal maintenance or allows private developments to conduct their own maintenance, the contractor shall be held to the same standards as the Permittee.		4.2.6.8.1 Existing flood management structural controls must be assessed to determine whether changes or additions should be made to improve water quality.		4.2.6.10. Permittee shall provide training for all employees, contracted staff, and other responsible entities who have primary construction, operation, or maintenance job functions that are likely to impact storm water quality receive annual training. Provide training for all new hires.					
1	All pollutants	MS4 staff	MS4 staff	Review and supplement SOPs with pollution prevention BMPs, SWPPPs, and training component		Required by the Permit		Annually		Sep-16		Reviewed all SOPs and added pollution prevention BMPs, SWPPPs, and training components as applicable									
2	All pollutants	MS4 staff	MS4 staff	Review SOPs for Permittee-owned or operated facilities and prepare SWPPP document with SWPPP map		Required by the Permit		Annually		Sep-16		SWPPP is current and updated by milestone date									
3	All pollutants	MS4 staff	MS4 staff	Conduct weekly inspections		Required by the Permit		Annually		Annually		At annual review all weekly inspections are logged and reports completed									
4	All pollutants	MS4 staff	MS4 staff	Conduct quarterly comprehensive inspections		Required by the Permit		Annually		Annually		At annual review all quarterly inspections are logged and reports completed									
5	All pollutants	MS4 staff	MS4 staff	Conduct quarterly visual observations of storm water discharges at high priority facilities		Required by the Permit		Annually		Annually		At annual review all quarterly visual monitoring is completed and logged and reports completed									
6	All pollutants	MS4 staff	MS4 staff	Review customize and update appropriate SOPs		Required by the Permit		Annually		Annually		SOPs are updated and current by milestone date									
7	All pollutants	MS4 staff	MS4 staff	Conduct inspections every year or every 5 years (as applicable)		Required by the Permit		Annually		Annually		Documentation has been received or sites have been inspected by Permittee									
8	All pollutants	MS4 staff	MS4 staff	Update Storm Drain Master Plan and Capital Improvement Plan to include Water Quality		Required by the Permit		Annually		Dec-16		GCP includes water quality projects									
9	All pollutants	MS4 staff, contracted staff, and other responsible entities	MS4 staff	See individual training goals within other MCMs		Required by the Permit		Annually		Annually		Training goals have been met									
10	All pollutants	MS4 staff	MS4 staff	Conduct ongoing training according to schedule		Required by the Permit		Annually		Annually		Training is completed and documented according to schedule at annual evaluation									

Budget

Part 4.1.2.2 obligates the Permittee to secure the resources necessary to meet all requirements of this permit. Each Permittee must conduct an annual analysis of the capital and operation and maintenance expenditures needed, allocated, and spent as well as the necessary staff resources needed and allocated to meet the requirements of this permit, including any development, implementation, and enforcement activities required. Each permittee must submit a summary of its fiscal analysis with each annual report.

As previously discussed, a line item was created in the MCM List that estimated the cost for each measureable goal. The probable cost will be included in the each fiscal budget starting in 2016-2017 Storm Water Budget to be reviewed by the City Council.

During the development of the cost for each goal in the MCM List, assumptions were made regarding the number of hours currently spent and projected to be spent in the future. The projections were based on the number of existing developments and the trend in the rate of new developments. They are not based on any inventory, but just speculations at this stage. They have been listed below.

- ♦ There will be an average of 15 new developments completed per year; 10 of them will be high priority or sensitive sites; the average duration that these construction sites are active will be 12 months.
- ♦ There will be an average of 25 new sites per year that will be separate parts of a larger common plan of development or sale (which are not included already included in the 15 developments estimated above); none will be high priority sites; the average duration that these construction sites are active will be 8 months.
- ♦ There are 250 existing sites for which storm water control measures need to be inspected; 50 of them will be priority sites.
- ♦ There will be 4 high priority publicly maintained facilities.
- ♦ Follow-up inspections will be required at a rate of 10% of the total number of inspections.
- ♦ Residential lots inspections - 8 inspections on 25 lots each year with a 10% follow-up inspection rate would equal 220 hours per year.

The labor cost assigned to the man hours assumed is \$75. This cost includes wages, benefits, equipment and overhead.

The total planned probable cost for the program as identified in this document is \$539,925. It is anticipated that the first annual analysis of the capital and operation and maintenance expenditures required by the Permit will be submitted with the Annual Report in October 2017.

Shared Responsibilities

Part 4.3 states that Implementation of one or more of the six minimum measures may be shared with another entity or the entity may fully take over the measure.

Lindon City shares some of the Public Education and Outreach on Storm Water Impacts with Utah County. The interlocal agreement describing how the responsibilities are shared is included in Appendix F.

MCM	Measurable Goal	\$75	Date or Frequency	Line Item TOTAL	FY 2016 - 17		FY 2017 - 18		FY 2018 - 19		FY 2019 - 20		FY 2020 - 21	
					Est Hrs	Est \$								
				\$539,925	1659 Hrs	\$124,425	1385 Hrs	\$103,875						
MCM1 Line 01	Continue booth at the annual Utah County or Lindon Days Fair and educational program for fourth graders.		Annually	\$3,750	10 Hrs	\$750								
MCM1 Line 02	Include information on the website and include information in utility bills or city newsletter at least once annually.		Annually	\$2,250	6 Hrs	\$450								
MCM1 Line 03	Include information on the website and include information in utility bills or city newsletter at least once annually.		Annually	\$2,250	6 Hrs	\$450								
MCM1 Line 04	Have training once a year in group employee meetings		Annually	\$1,125	3 Hrs	\$225								
MCM1 Line 05	Hold DRC meeting to learn about Low Impact Development (LID) practices, green infrastructure practices, and to communicate the specific requirements for post-construction control and the associated Best Management Practices (BMPs) chosen within the SWMP. Also, attend annual coalition training.		Annually	\$1,875	5 Hrs	\$375								
	MCM1 Public Education and Outreach on Storm Water Impacts TOTAL			\$11,250										
MCM2 Line 01	Post updated SWMP annually on website		Annually	\$375	1 Hrs	\$75								
MCM2 Line 02	Post information for a specific contact person to receive input on the SWMP on the website		1-Sep-16	\$75	1 Hrs	\$75								
MCM2 Line 03	Post updated contact information annually on the website		Annually	\$375	1 Hrs	\$75								
	MCM 2 Public Involvement/Participation TOTAL			\$825										
MCM3 Line 01	Implementing policy and bring map current with all new accepted developments		1-Sep-16	\$750	10 Hrs	\$750								
MCM3 Line 02	Implementing policy and have all map updates done within 6 months of final acceptance		Semi-annually	\$22,500	60 Hrs	\$4,500								
MCM3 Line 03	Inspect 20% of all priority areas each year		Annually	\$15,000	40 Hrs	\$3,000								
MCM3 Line 04	Do Dry weather screening 20% of all outfalls each year		Annually	\$37,500	100 Hrs	\$7,500								
MCM3 Line 05	Notify the Division of any discovered or suspected dischargers that may need a separate UPDES Permit		Annually	\$3,750	10 Hrs	\$750								
MCM3 Line 06	Review flow chart (SOP) and Inspection Report with staff annually.		Annually	\$750	2 Hrs	\$150								
MCM3 Line 07	Will meet goal with MCM1 -Lines 3 & 4		Annually		-		-		-		-		-	
MCM3 Line 08	Provide training for 100% of the audience.		Annually	\$750	2 Hrs	\$150								
	MCM 3 Illicit Discharge Detection and Elimination TOTAL			\$81,000										
MCM4 Line 01	Keep list of construction sites and their NOI permit number		Annually	\$3,750	10 Hrs	\$750								
MCM4 Line 02	Update a "priority construction site" document outlining areas within the city where "additional" protection may be desired		1-Sep-16	\$750	10 Hrs	\$750								
MCM4 Line 03	Conduct monthly inspections of all construction sites		Annually	\$187,500	500 Hrs	\$37,500								
MCM4 Line 04	Review and update written Notice of Termination process for use within the city		1-Sep-16	\$150	2 Hrs	\$150								
MCM4 Line 05	Provide Notice of Termination process to owner/operators at preconstruction meetings		Annually	\$7,500	20 Hrs	\$1,500								
MCM4 Line 06	Inspect high priority sites Bi-weekly		Annually	\$52,500	140 Hrs	\$10,500								
MCM4 Line 07	Post telephone number for reporting issues on the city website.		1-Sep-16	\$75	1 Hrs	\$75								
MCM4 Line 08	Provide training to staff and new hires whose primary job duties are related to implementing the construction storm water program		Annually	\$3,000	8 Hrs	\$600								
	MCM 4 Construction Site Storm Water Runoff Control TOTAL			\$255,225										

MCM	Measurable Goal	\$75	Date or Frequency	Line Item TOTAL	FY 2016 - 17		FY 2017 - 18		FY 2018 - 19		FY 2019 - 20		FY 2020 - 21	
					Est Hrs	Est \$								
MCM5 Line 01	Provide BMPs to address pollutants known or anticipated to be discharged from sites		1-Sep-16	\$750	10 Hrs	\$750								
MCM5 Line 02	Update Storm Water manual		1-Sep-16	\$4,500	60 Hrs	\$4,500								
MCM5 Line 03	Update Storm Drain Master Plan and Capital Improvement Plan to include Water Quality		31-Dec-16	\$750	10 Hrs	\$750								
MCM5 Line 04	Review existing design standards to see if they meet new permit requirements - see section 4.2.5.3.4		1-Sep-16	\$3,000	40 Hrs	\$3,000								
MCM5 Line 05	Draft ordinance revisions for retention and LID requirements		20-Aug-16	\$750	10 Hrs	\$750								
MCM5 Line 06	Adopt ordinance revisions		1-Sep-16	\$750	10 Hrs	\$750								
MCM5 Line 07	Adopt and implement procedures for site plan review which will evaluate water quality impacts through the life of the project.		1-Sep-16	\$750	10 Hrs	\$750								
MCM5 Line 08	Put packet information on the Website		Annually	\$375	1 Hrs	\$75								
MCM5 Line 09	Add the process of verifying that long-term BMPs were constructed as designed to the city's process		16-Sep-16	\$6,000	80 Hrs	\$6,000								
MCM5 Line 10	Conduct inspections annually for city maintained post-construction BMP's		Annually	\$75,000	200 Hrs	\$15,000								
MCM5 Line 11	Conduct inspections on privately maintained post-construction BMP's at least 20% per year		Annually	\$45,000	120 Hrs	\$9,000								
MCM5 Line 12	Schedule and conduct training for appropriate personnel		Annually	\$3,750	10 Hrs	\$750								
MCM5 Line 13	Inventory log of new post construction BMP's updated annually and existing post construction BMP's updated as inspections performed		Annually		-		-		-		-		-	
MCM 5 Long-Term SWM in New Development and Replacement (Post-Construction SWM) TOTAL				\$141,375										
MCM6 Line 01	Review and supplement SOPs with pollution prevention BMPs, SWPPPs, and training component		1-Sep-16	\$300	4 Hrs	\$300								
MCM6 Line 02	Review SOPs for Permittee-owned or operated facilities and prepare SWPPP document with SWPPP map		1-Sep-16	\$600	8 Hrs	\$600								
MCM6 Line 03	Conduct weekly inspections		Annually	\$37,500	100 Hrs	\$7,500								
MCM6 Line 04	Conduct quarterly comprehensive inspections		Annually	\$11,250	30 Hrs	\$2,250								
MCM6 Line 05	Conduct quarterly visual observations of storm water discharges at high priority facilities		Annually		-		-		-		-		-	
MCM6 Line 06	Review customize and update appropriate SOPs		1-Sep-16	\$600	8 Hrs	\$600								
MCM6 Line 07	Conduct inspections every year or every 5 years (as applicable)		Annually		-		-		-		-		-	
MCM6 Line 08	Update Storm Drain Master Plan and Capital Improvement Plan to include Water Quality		31-Dec-16		-									
MCM6 Line 09	See individual training goals within other MCMs		Annually		-		-		-		-		-	
MCM6 Line 10	Conduct ongoing training according to schedule		Annually		-		-		-		-		-	
MCM 6 Pollution Prevention and Good Housekeeping for Municipal Operations TOTAL				\$50,250										
Total Cost of SWMP Plan				\$539,925										

10. Review & Action — Planning Commissioner Appointment*(5 minutes)*

The City Council will review and consider Mayor Acerson's recommendation to appoint Steven Johnson of 581 N. Locust Ave. to serve as a new Planning Commissioner for Lindon City starting July 12, 2016.

See attached letter of appointment for Steven Johnson to serve as a new Planning Commissioner.

Sample Motion: I move to (approve, deny, continue) the appointment of Steven Johnson to the Lindon City Planning Commission, with the following recommendations:

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



TEL 801-785-7687
FAX 801-785-7645
www.lindoncity.org

Steve Johnson
581 North Locust Avenue
Lindon, Utah 84042

June 22, 2016

Mr. Johnson,

On June 21, 2016 the Lindon City Council approved the recommendation of Mayor Acerson to appoint you as a member of the Planning Commission for Lindon City. We hope to have you start participating at meetings beginning on July 12, 2016. It is anticipated that you will serve a full three-year term which will expire the last day of July 2019, or until your respective successor has been appointed.

Meetings are typically held on the 2nd and 4th Tuesday of each month, except for meetings that may fall on or near a holiday. A schedule of meetings for 2016 is attached.

We are excited to work with you and appreciate your willingness to serve the City of Lindon and represent the citizens in our community. As a new Planning Commissioner, I would like to meet with you to answer any questions you may have and to review your responsibilities. Please contact me at 801-785-7687 or by email at hvanwagenen@lindoncity.org to set up a quick meeting before your first Planning Commission meeting.

Sincerely,

Hugh Van Wagenen
Planning Director

Jeff Acerson
Mayor

II. **Council Reports:**

(20 minutes)

- A) MAG, COG, UIA, Utah Lake, ULCT, NUVAS, Budget Committee - Jeff Acerson
- B) Public Works, Irrigation/water, City Buildings - Van Broderick
- C) Planning, BD of Adjustments, General Plan, Budget Committee - Matt Bean
- D) Parks & Recreation, Trails, Tree Board, Cemetery - Carolyn Lundberg
- E) Public Safety, Court, IHC Outreach, Lindon Days - (vacant)
- F) Admin., Community Center, Historic Comm., UV Chamber, Budget Committee - Jacob Hoyt

12. Administrator's Report:

(10 minutes)

Misc. Updates:

- June newsletter: https://siterepository.s3.amazonaws.com/442/june16final_20160602132421.pdf
- July newsletter article: **Van Broderick** - Article due to Kathy Moosman last week in June.
- Road projects in June
 - 400 West – road improvements pending water line replacement bids
 - Main street repaving (between State and 200 South)
- Resurfacing of Heritage Trail to occur in late June (from Canal Drive to Pioneer Lane).
- Easement acquisition for new sewer lift station
- Cemetery clean-up on June 29th. ALL items will be discarded except permanently mounted vases.
- Misc. Items:

Upcoming Meetings & Events:

- June 14-17 and June 20-24 (1-5pm) – Early voting for Primary Election. Primary Election = June 28th.
- June 29th – cemetery clean-up. City will be removing ALL items.
- July 4th – City offices closed
- July 5th – 6:00pm work session with LYRB on impact fee updates
- July 19th – Public Hearing to consider adoption of Water & Sewer Impact Fee updates
- July 25th – City offices closed
- August 1st-6th – Lindon Days

Adjourn

2016	Engine 35 Responses in Lindon	Rescue 35 Responses in Lindon	Engine 35 Responses in Orem	Rescue 35 Responses in Orem	Mutual-Aid Engine 35	Mutual-Aid Rescue 35	Orem Responses in Lindon	Total
<i>January</i>	48	45	11	28	0	1	22	155
<i>February</i>	54	50	21	34	2	3	56	220
<i>March</i>	57	51	14	29	0	0	23	174
<i>April</i>	54	56	19	27	3	2	31	192
<i>May</i>	58	53	16	21	2	2	39	191
<i>June</i>								0
<i>July</i>								0
<i>August</i>								0
<i>September</i>								0
<i>October</i>								0
<i>November</i>								0
<i>December</i>								0
Total	271	255	81	139	7	8	171	932