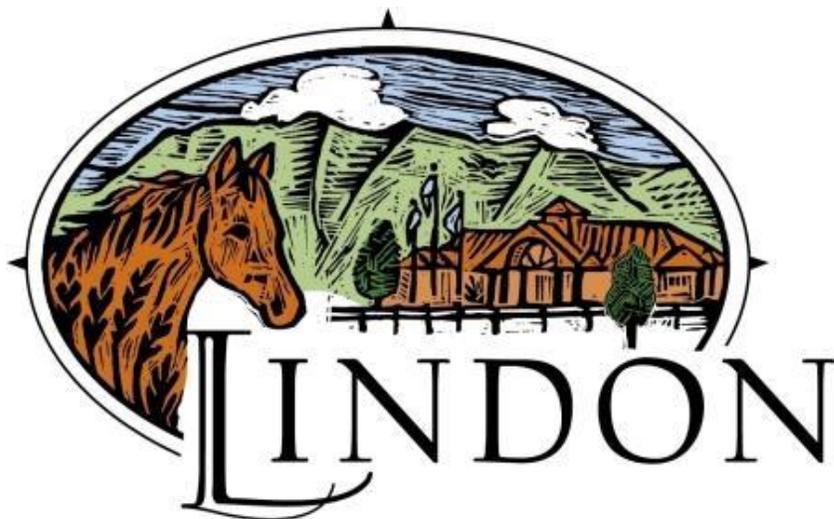
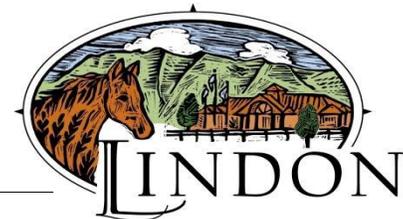


# Lindon City Council Staff Report



Prepared by Lindon City  
Administration

February 6, 2018



# Notice of Meeting of the Lindon City Council

The Lindon City Council will hold a meeting beginning at **7:00 p.m. on Tuesday, February 6, 2018** in the Lindon City Center council chambers, 100 North State Street, Lindon, Utah. The agenda will consist of the following:

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



*(Review times are estimates only)*

## **REGULAR SESSION – 7:00 P.M.** - Conducting: Matt Bean, Mayor pro tem

Pledge of Allegiance: By Invitation

Invocation: Carolyn Lundberg

- 1. Call to Order / Roll Call**
- 2. Presentations and Announcements**
  - a) Comments / Announcements from Mayor and Council members
- 3. Approval of minutes:** January 16, 2018
- 4. Consent Agenda –** No Items
- 5. Open Session for Public Comment** *(For items not on the agenda)*
- 6. Discussion Item — General Plan Survey Results**

Lindon City Planning & Economic Development Director, Hugh Van Wagenen, will present the results of a city-wide survey on various aspects of the General Plan and long-term visions/desires of city residents. The survey had approximately 360 respondents. The General Plan is the guiding document for the City’s long-term goals and future development. The General Plan is in process of a comprehensive update by the Planning Commission and then will be forwarded to the City Council for final review and approval.
- 7. Discussion Item — Land Use Approvals and Development Process Overview**

Lindon City Planning & Economic Development Director, Hugh Van Wagenen, will review general processes and fees involved in various land use applications and development/construction steps necessary within Lindon City. This is an informative discussion item only. No motions will be made.
- 8. Review & Action — Air Quality Monitoring Stations**

The City Council will consider whether to purchase and install a few air quality monitoring stations at various locations in the City. The monitoring devices provide real-time air quality data available on [www.purpleair.com](http://www.purpleair.com)
- 9. Review & Action — Update to Employee Policy & Procedures Manual; Res. #2018-5-R**

The City Council will consider Resolution #2018-5-R updating various portions of the Lindon City Policies and Procedures Manual including employee probationary time periods and merit increase, donation of sick leave time to other employees, and updating the list of exempt positions to include the City Engineer position.
- 10. Council Reports:**
  - A) MAG, COG, UIA, Utah Lake Commission, ULCT, NUVAS, IHC Outreach, Budget Committee
  - B) Public Works, Irrigation/water, City Buildings
  - C) Planning, BD of Adjustments, General Plan, Budget Committee
  - D) Parks & Recreation, Trails, Tree Board, Cemetery
  - E) Public Safety, Court, Lindon Days, Transfer Station/Solid Waste
  - F) Admin., Community Center, Historic Comm., PG/Lindon Chamber, Budget Committee
- 11. Administrator’s Report**

*(2 minutes)*

*(10 minutes)*

*(5 minutes)*

*(10 minutes)*

*(25 minutes)*

*(20 minutes)*

*(15 minutes)*

*(15 minutes)*

*(20 minutes)*

- Jeff Acerson
- Van Broderick
- Matt Bean
- Carolyn Lundberg
- Daril Magleby
- Jacob Hoyt

*(10 minutes)*

## **Adjourn**

All or a portion of this meeting may be held electronically to allow a council member to participate by video conference or teleconference. Staff Reports and application materials for the agenda items above are available for review at the Lindon City Offices, located at 100 N. State Street, Lindon, UT. For specific questions on agenda items our staff may be contacted directly at (801)785-5043. City Codes and ordinances are available on the City web site found at [www.lindoncity.org](http://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.

## **CERTIFICATE OF POSTING:**

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

Posted by: /s/ Kathryn A. Moosman, City Recorder

**Date:** February 2, 2018; **Time:** 11:00 a.m.; **Place:** Lindon City Center, Lindon Police Dept., Lindon Community Center

## **REGULAR SESSION – 7:00 P.M.** - Conducting: Matt Bean, Mayor pro tem

Pledge of Allegiance: By Invitation

Invocation: Carolyn Lundberg

### **Item 1 – Call to Order / Roll Call**

February 6, 2018 Lindon City Council meeting.

Jeff Acerson (absent)

Matt Bean

Van Broderick

Jake Hoyt

Carolyn Lundberg

Daril Magleby

Staff present: \_\_\_\_\_

### **Item 2 – Presentations and Announcements**

- a) Comments / Announcements from Mayor and Council members.

### **Item 3 – Approval of Minutes**

- Review and approval of City Council minutes: **January 16, 2018**

2 The Lindon City Council held a regularly scheduled meeting on **Tuesday, January 16,**  
4 **2018, beginning with a Mobile Work Session Tour at 6:00 p.m.** in the Lindon City  
Center, City Council Chambers, 100 North State Street, Lindon, Utah.

6 **MOBILE TOUR** – 6:00 P.M.

8 Conducting: Mayor Jeff Acerson

10 **PRESENT** **ABSENT**

- 12 Jeff Acerson, Mayor
- 12 Matt Bean, Councilmember
- 14 Van Broderick, Councilmember
- 14 Carolyn Lundberg, Councilmember
- 14 Jacob Hoyt, Councilmember
- 16 Daril Magleby, Councilmember
- 16 Sharon Call, Planning Commission Chair
- 18 Steven Johnson, Planning Commissioner
- 18 Adam Cowie, City Administrator
- 20 Margaret Dayton, Senator
- 20 Brad Jorgensen, Public Works Director
- 22 Kevin Muhlestein, Wastewater Supervisor
- 22 Chad Hendrickson, Wastewater Technician

24  
26 1. **Tour of New Sewer Lift Station.** The Lindon City Council will meet and tour  
the Lindon City Community Center at 25 N. Main Street and then tour the  
28 Veterans Hall at 200 N. 135 W. in the City Center Park. No motions were made at  
this meeting as this tour was for informational purposes only.

30 The City Council and staff met at the Lindon City Center then drove to Lindon’s  
new sewer lift station for a tour given by Brad Jorgensen, Lindon City Public Works  
32 Director. Mr. Jorgensen gave an overview of the facility and explained how the lift  
station works. Mr. Jorgensen made note that this facility has been identified as unique as  
34 it serves a dual purpose not only as a sewer lift station but it also houses the pumps for  
the pressure irrigation system that will serve the Anderson Farms Development. The new  
36 lift station is located at approximately 150 North 1600 West. No motions were made at  
this meeting as it was an instructional tour of the facility only. Following the work  
38 session tour, the Council returned to the city building for the regularly scheduled City  
Council meeting.

40 **REGULAR SESSION** – 7:00 P.M.

42 Conducting: Jeff Acerson, Mayor  
44 Pledge of Allegiance: Spencer, Boy Scout  
Invocation: Jake Hoyt, Councilmember

46 **PRESENT** **ABSENT**



2 THE MOTION CARRIED UNANIMOUSLY.

4 4. **Consent Agenda** – No items.

6 5. **Open Session for Public Comment** – Mayor Acerson called for any public  
8 comment not listed as an agenda item. Lindon 10 Webelo’s Den, was in  
10 attendance working on their citizenship merit badge and had several questions.  
12 Ricky Griffin asked if the city will be putting in a library in the future and if there  
14 are plans to put a bubble over the pool to use the pool year-round. Heath  
Bateman said they are looking at options and costs to put a bubble on over the  
pool. Councilmember Hoyt commented that the Council loves libraries but they  
are very expensive so the city subsidizes the passes from other libraries (pay for  
part of it); perhaps in the future a library may be an option.

16 **CURRENT BUSINESS**

18 6. **Review & Action — Lease Agreement for City Center basement office space.**  
20 The City Council will review and consider a 5-year office lease agreement  
22 between Lindon City and Inter Vivos, PLLC – Law Firm. The office space was  
previously occupied by the Lindon City Police Department and vacated in early  
24 2017. The City does not anticipate need for the office space during the term of the  
lease.

26 Adam Cowie, City Administrator, led this agenda item by referencing the draft  
28 lease agreement explaining the details of the pending lease agreement for the basement  
office area at the City Center (previously occupied by the Police Department). He noted  
30 the final details of the agreement are still being negotiated with the future tenant (Inter  
Vivos, PLLC – Law Firm). The total construction/remodel costs and payment of listing  
agent/realtor fees are estimated to be between \$14k to \$15k (Realtor fees alone is  
estimated at \$8,830 or 6% of total transaction value).

32 Mr. Cowie stated the total anticipated rental income over the 5-yr. lease term is  
34 expected to be approximately \$147,169 annually or \$2,310 per month (based on the  
current DRAFT agreement), therefore it will take about 6 ½ months to break even on  
36 expenses for remodeling and for the realtor fees. He noted the tenant is anticipating  
taking occupancy starting in April 2018 but it has been agreed through the final  
38 negotiations that they can begin moving some of their furniture, equipment etc., on  
March 1<sup>st</sup> with no additional charge and with the understanding that some remodeling  
40 will be going on, so they will essentially be getting one month free. There was then some  
general discussion by the Council regarding the lease agreement. Mr. Cowie also  
42 presented photos of the office space and described the renovations. He added the tenant  
will be required to have renter’s insurance by March 1<sup>st</sup>. He noted that overall staff feels  
44 this will be beneficial for the city. The Council agreed this appears to be a good lease and  
uniform approach.

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

2 COUNCILMEMBER MAGLEBY MOVED TO APPROVE THE OFFICE  
4 LEASE AGREEMENT BETWEEN LINDON CITY AND INTER VIVOS, PLLC LAW  
6 FIRM FOR LEASE OF THE BASEMENT OFFICES AT THE CITY CENTER  
8 BUILDING. COUNCILMEMBER LUNDBERG SECONDED THE MOTION. THE  
10 VOTE WAS RECORDED AS FOLLOWS:

- 2 COUNCILMEMBER BEAN AYE
- 8 COUNCILMEMBER LUNDBERG AYE
- COUNCILMEMBER BRODERICK AYE
- 10 COUNCILMEMBER HOYT AYE
- COUNCILMEMBER MAGLEBY AYE

12 THE MOTION CARRIED UNANIMOUSLY.

14 7. **Discussion Item — Options for Land and Water Conservation Fund.** Lindon  
16 City Parks & Recreation Director, Heath Bateman, and grant consultant, Ron  
18 Clegg, will review options for possible grant opportunities available through the  
Land and Water Conservation Fund. The Council will give direction to the Parks  
Department to pursue, or not pursue, grant funding for specific park projects.

20 Mr. Cowie introduced Heath Bateman and Ron Clegg to present materials to the  
22 Council regarding options for the Land and Water Conservation Fund. He also referenced  
the website for highlights on the Land and Water Conservation Fund grant program,  
24 which is a Federal grant administered through the National Park Service. He noted they  
will cover several possible project ideas and potential property purchases for future park  
areas for discussion.

26 Mr. Cowie stated Mr. Clegg has been hired by the Parks Department as a  
consultant to assist in evaluating options for the grant and, if a project application is  
28 desired by the Council, Mr. Clegg can further assist the City in applying for the federal  
grant. He noted a copy of the most current Parks & Trails Master Plan Map from 2011 is  
30 included in the staff packet for reference. He noted direction and feedback will be  
provided, but no motions will be made as this item is for discussion only.

32 Mr. Bateman stated there is a lot of grant money available especially for parks  
and Lindon has been lacking in obtaining these grants (most matching grants). He then  
34 gave a brief history noting the Land and Water Conservation Fund was established by  
Congress in 1964 to fulfill a bipartisan commitment to safeguard our natural areas, water  
36 resources and cultural heritage, and to provide recreation opportunities to all Americans.  
He also mentioned other local cities who have used the LWCF. He then presented the  
38 following information through his power point presentation to the Council followed by  
discussion.

40 **Guidelines for using the LWCF money:**

- 42 ▶ Must be used for outdoor recreation
- ▶ Active recreation is preferred
- 44 ▶ Should not be used for trails – there are other grant funds for that
- ▶ Requires matching funds
- 46 ▶ Requires NEPA clearances

2 **Grant information:**

- 4 ▶ Utah State Grant Coordinator is Susan Zarekarizi
- 4 ▶ Applications will be posted in February
- 6 ▶ Applications are due in May and selections made in August
- 6 ▶ Compete with other applicants
- 8 ▶ Last year there were 8 applicants in Utah and 3 were awarded grant money
- 8 ▶ 2017 available grant dollars were \$1,074,988
- 10 ▶ Funds can be used to purchase land or develop on existing land
- 10 ▶ Using LWCF money encumbers the land in perpetuity

12 **Land Purchases:**

- 14 ▶ Four options (preliminary)
  - 14 • Kenneth and Stephanie Nelson
  - 16 • Cooks Land and Investment, LLC
  - 16 • DMR Investments LLC
  - 18 • Donald and Jewell Hutchison

18 Mr. Bateman also presented a map showing properties ¼ mile from parks buffer  
 20 which they feel is a reasonable walking distance. He also mentioned other Bike Parks  
 22 including Pleasant Grove City (Mountain Bike Park) and Price City (Urban Bike Park).  
 24 He also mentioned the Lindon Bike Park idea including an urban bike park near the city  
 center or mountain bike park on city owned property in the foothills.

26 **City Council Direction:**

- 26 ▶ Seeking approval to move forward with the grant application
- 28 ▶ Proposed amount for grant application is around \$200,000 (Parc tax can be used)
- 30 ▶ Will be back in April to present more details of the grant application and to get a  
 signed resolution to submit the application

32 **RTP Grant (Recreational Trails Program):**

- 32 ▶ 50/50 match required
  - 34 • Match may be comprised of sponsor cash, in-kind services, volunteer  
 labor, or donations
- 36 ▶ Reimbursement grant
- 36 ▶ Application due by May 1<sup>st</sup>
- 38 ▶ Funding Cap \$100,000

40 **Utah Outdoor Recreation Grant:**

- 40 ▶ In 2018, award amounts will range from a minimum of \$5,000 up to a maximum  
 of \$150,000.
- 42 ▶ The built recreational infrastructure must provide an economic opportunity for the  
 local area with the ability to attract or retain residents and/or increase the  
 44 visitation to the region.
- 46 ▶ Thursday, April 19, 2018 by 5 pm MST

**Lindon Zip Line Possibility (around the pool):**

- 2       ▶ Point Adventures
- ▶ Fully Insured
- 4       ▶ Profit Sharing Model
- ▶ Year-Round usage
- 6       ▶ Tower ownership
- ▶ Tower Removal

8

10       There was then some general discussion regarding the proposed options including  
 12       the possibility of giving the arena at the city center park a facelift. Following discussion,  
 14       the Council was in agreement to direct Mr. Bateman and Mr. Clegg to pursue the grant in  
 16       conjunction with the Parc tax revenue and to find the right project as to double down on our  
 money. Mr. Bateman stated they will coordinate with Susan Zarekarizi, Utah State Grant  
 Coordinator, and put more research in and define the projects/options to maximize the  
 funds and bring it back to the Council. The Council also conferred that they would need  
 more information regarding the zipline proposal before making decision.

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

20       8. **Discussion Item — Transportation Utility Fee Options for Road**  
**Maintenance.** The City Engineer, Noah Gordon, will review options for  
 22       implementation of a Transportation Utility Fee (TUF) for the Council to consider  
 24       to help generate dedicated funds for city-wide road maintenance. On December 5,  
 26       2017 the City Council discussed the TUF and directed the City Engineer to  
 perform an analysis showing estimated monthly fees for several target properties  
 throughout Lindon. The Engineer will present this analysis and allow the Council  
 to view possible TUF rates based on various funding scenarios. The Council will  
 28       consider a target funding amount and provide feedback and direction on  
 presenting further information to the public.

30

32       Mr. Cowie gave some background of this agenda item noting for several years the  
 City Council has been discussing ways to fund road maintenance projects with  
 sustainable revenue sources. He stated the annual road maintenance funding has  
 34       fluctuated widely year-to-year and has not been consistent nor sufficient enough to  
 handle all road maintenance needs. In 2014-15 the Council directed the city engineer to  
 36       prepare a Pavement Management Plan to inventory roadway conditions and to identify  
 the total dollar amounts needed to adequately maintain roads in Lindon.

38       Mr. Cowie explained the plan was adopted by the Council in November of 2015.  
 Additional discussions through 2016 occurred on possible transportation funding and  
 40       review of transportation utility fees that had been adopted by other cities. The Council  
 discussed other road maintenance funding options (property tax, sales tax, bonding,  
 42       budget re-allocation, etc.) finding that the Transportation Utility Fee appeared to be the  
 most sustainable and transparent funding opportunity for the City. In February 2017 the  
 44       City Council had a formal discussion item to review a possible Transportation Utility  
 Fee. The Council requested that staff bring back more detailed information on a proposed  
 46       ordinance or policy including possible fee amounts.

2 Mr. Cowie stated Noah Gordon, City Engineer, has now compiled this  
 4 information and will present an overview of possible funding options for road  
 6 maintenance and basis for consideration of the Transportation Utility Fee option. He  
 8 explained after gathering more direction from the Council on possible total funding  
 10 amounts desired, staff will prepare more detailed information on the fee impacts to  
 12 specific properties and then bring that information back to the Council for review. If the  
 Council desires to move forward after that point the city will schedule public open  
 house(s) in early 2018 to present the proposed fees and background information to the  
 public and receive comments. The Council will then evaluate public comments and  
 determine if a fee (and what rate) should be adopted by formal action in late spring/early  
 summer 2018.

14 Mr. Cowie then referenced the information from Mr. Gordon that was previously  
 16 presented in December, to help with the discussion. He indicated that direction and  
 feedback from the Council is needed with regards to a TUF amount or range that should  
 be presented to the public in future meetings or through other notifications. He noted no  
 formal motion will be made as this item is for discussion only.

18 Mr. Gordon then presented the TUF rates for some properties as examples  
 (included in the staff packet) to show the impact of various funding levels as desired by  
 20 the Council. He noted that he will essentially use an Excel spreadsheet program to plug in  
 total desired funding numbers, as directed by the Council, which will adjust the monthly  
 22 TUF rates accordingly. Mr. Gordon then presented a list of approximately 20  
 commercial/industrial sites for review (included in the staff report). He noted residential  
 24 properties will also be evaluated (single-family / multi-family). He pointed out these sites  
 have been selected to help the council see the possible financial effect of implementing a  
 transportation fee.

26 Mr. Gordon then gave some background information on TUFs and reviewed other  
 28 Utah cities using or considering TUFs. He also went over the 2017 Road Maintenance  
 Fee Opinion Poll.

30 Mr. Gordon then discussed the Lindon City's road funding situation as follows:  
 32 (previously presented).

#### Historical Funding Sources

- 34 • Class C Road Funds
- General Fund Transfers

36 Simplified breakdown for road funding:

\$390,000 = Average annual Class 'C' Road Funds received from State over last 4 years.

38 Typical expenditures categorized below:

- 40 • \$213,000 is used annually to pay for the 700 North road bond. This bond  
continues until 2025.
- 42 • \$7,000 for street striping
- \$25,000 for crack sealing
- 44 • \$85,000 is used annually to pay power utilities on street lights
- \$15,000 for new street light purchases
- 46 • \$30,000 for professional & tech services (engineering, studies, 500 N. UDOT RR  
crossing design, etc.)
- \$... Anything remaining goes toward road maintenance. (For this example, it's

2 about \$15,000)

4 Mr. Gordon noted a very minimal amount annually from Class C funds is being  
 6 put towards actual surface treatments other than crack sealing. So, the City has  
 8 traditionally supplemented the Road Fund with General Funds (sales tax, property tax,  
 franchise taxes) to whatever affordable amount the Council approves. During the  
 recession it was hardly anything and over the last couple years it's been hundreds of  
 thousands of dollars.

10 He then referenced the amounts the City Council approved to supplement roads  
 from the General Fund as follows:

- 12 • FY2015-16 - \$66,000
- FY2016-17 - \$800,000
- 14 • FY2017-18 - \$500,000

16 Mr. Gordon pointed out that RDA areas have also used funding for road  
 improvements but those are limited to those specific RDA districts (Home Depot  
 18 business park area; East side of State Street; 700 North) and can't be used for city-wide  
 projects. There was then some general discussion following the presentation.

20 Mr. Gordon stated he would like direction from the Council tonight noting there is  
 a lot more analysis that needs to be done with these analyses as it is preliminary. They  
 22 would like to see how the distribution should be allocated (residential vs. businesses) and  
 also the funding levels. They are looking at a couple of questions tonight as follows: 1.  
 24 Are we looking for 1.2 million dollars of TUF revenue (more or less) with the anticipated  
 \$400,000 (approximate) from the Class C Road funding in order to meet the need of 1.6  
 26 million and 2. What the single-family essential rate should be; based on those figures the  
 rest will fall in place.

28 He then presented the corresponding numbers based on number of trips generated.  
 Following discussion, the Council was in agreement they need more time to digest the  
 30 information and to clarify the graph presented and to work with the numbers with a better  
 level of detail before making a decision or hiring a consultant. Mr. Gordon stated he will  
 32 forward this presentation and information on to the Council for further review and bring  
 it back before the Council.

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

36

9. **Public Hearing — Ordinance Amendment, Lindon City Codes 5.42  
 Residential Facility Business License and 17.70 Group Homes; Ordinance  
 #2018-2-O.** The City Council will review and consider Ordinance #2018-2-O  
 40 amending Lindon City Code to conform to current legal standards for processing  
 applications for residential treatment facilities and group homes.

42

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

46

2 Hugh Van Wagenen, Planning Director, gave a brief overview of this item  
 4 explaining Lindon City is constantly evaluating city code to ensure it is consistent with  
 6 the current legal environment. LCC 17.70 Group Homes is in need of amendments to  
 satisfy current law. LCC 5.42 is being added to help facilitate the licensing of Residential  
 Facilities.

8 Mr. Van Wagenen stated the proposed changes are recommended by Lindon City  
 Attorney Brian Haws (who is in attendance), and are in conformance with the most recent  
 case law and federal and state requirements.

10 He then referenced a summary of the changes as follows:

- 12 1. Residential facilities serving the elderly and disabled, as defined by the  
 Americans with Disability Act and Utah State Code, can have anywhere from  
 14 four (4) to eight (8) residents by right and are permitted to located in residential,  
 commercial, and mixed commercial zones.
- 16 2. A facility requesting nine (9) to sixteen (16) residents must apply for a  
 Reasonable Accommodation Request and provide evidence as to why that number  
 of residents is needed.
- 18 3. Facilities serving more than sixteen individuals fall under LCC 17.72 Care  
 Facilities Overlay.
- 20 4. Applications for residential facilities, associated business license, and reasonable  
 accommodations are approved at the staff level, similar to a building permit is  
 22 approval.
- 24 5. If an application meets approval criteria, notices will be sent to surrounding  
 properties within 300 feet indicating that the City is intends to approve the  
 application. Application materials will be available for review and an appeal can  
 26 be made to the City Administrator within 14 days of the notice if a party feels the  
 application does not meet the criteria for approval.

28 Mr. Van Wagenen stated in a 5-0 vote, the Planning Commission recommended  
 30 approval of the ordinance as presented by Mr. Haws. The Commission also expressed  
 their concerns with the lack of discretion available to any body reviewing these  
 32 applications and the difficulty of handling the approval procedure in a public  
 meeting/hearing. He then turned the time over to Mr. Haws for comment.

34 Mr. Haws spoke concerning the changes noting they are partly due to recent case  
 law and also to comply with State and Federal requirements. He noted because the law is  
 36 so defined this change is being made as a more administrative function through the  
 Planning Director (with a business license provision) instead of bringing it to the Council.  
 38 He pointed out if this is challenged there is an appeal process through the City  
 Administrator and if challenged further it could be reviewed by the District Court. Mr.  
 40 Haws confirmed these applications would no longer come before the Planning  
 Commission either for review or approval but will be reviewed on an administrative  
 42 level. Mr. Haws then discussed the changes being made to licensing requirements found  
 in LCC 5.42. He also went over the definition of a disabled person.

44 Mr. Van Wagenen explained the application approval process based on this  
 ordinance noting it will be very similar to the building permit and accessory apartment  
 46 process. There was then some discussion surrounding noticing requirements as to inform  
 the public without creating public clamor. Mr. Haws also discussed the reasonable

2 accommodations request allowed under the American with Disabilities Act (See  
17.70.060). He also reviewed the appeal process defined in section 17.70.070. Mr. Haws  
4 expressed that he feels this is the right time to make these changes to come into  
compliance noting a lot of cities are adopting this procedure. Councilmember Lundberg  
6 suggested including language/statement that states the application appears to meet all  
state and federal requirements subject to meeting all criteria. Mr. Haws stated they can  
8 certainly draft the language to articulate that standard. Mr. Haws also made note of one  
typo in the draft that will be amended in the final draft.

10 Mr. Van Wagenen then referenced the Ordinance Draft (showing all redline  
changes from existing code to be amended), LCC 17.70 Residential Facilities (Clean  
12 Draft), and LCC 5.42 Residential Facility License (Clean Draft) followed by some  
additional discussion.

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

16  
18 COUNCILMEMBER LUNDBERG MOVED TO CLOSE THE PUBLIC  
HEARING. COUNCILMEMBER HOYT SECONDED THE MOTION. ALL  
PRESENT VOTED IN FAVOR. THE MOTION CARRIED.

20  
22 Mayor Acerson called for any further comments or discussion from the Council.  
Hearing none he called for a motion.

24 COUNCILMEMBER BEAN MOVED TO APPROVE ORDINANCE  
AMENDMENT 2018-2-O AS PRESENTED WITH THE CORRECTION NOTED BY  
26 MR. HAWS. COUNCILMEMBER BRODERICK SECONDED THE MOTION. THE  
VOTE WAS RECORDED AS FOLLOWS:

28 COUNCILMEMBER BEAN AYE  
COUNCILMEMBER LUNDBERG AYE  
30 COUNCILMEMBER BRODERICK AYE  
COUNCILMEMBER HOYT AYE  
32 COUNCILMEMBER MAGLEBY AYE  
THE MOTION CARRIED UNANIMOUSLY.

34  
36 **10. Public Hearing — Ordinance Amendment, Lindon City Code 17.14,**  
**Noticing; Ordinance #2018-3-O.** The City Council will review and consider  
Ordinance #2018-3-O amending Lindon City Code to increase noticing distances  
38 for mailed notices sent to property owners regarding various land use  
applications.

40  
42 COUNCILMEMBER BRODERICK MOVED TO OPEN THE PUBLIC  
HEARING. COUNCILMEMBER HOYT SECONDED THE MOTION. ALL  
PRESENT VOTED IN FAVOR. THE MOTION CARRIED.

44  
46 Mr. Van Wagenen stated after reviewing a recent zone change request and  
considering the third-party notices mailed to surrounding properties, the City Council  
asked the Planning Commission to review third party notice distances for land use

2 applications. With this request, staff has also made some general updates to bring  
4 noticing requirements up to date with state code regarding zoning map proposals.

6 Mr. Van Wagenen explained the purpose of providing notices to third parties  
8 about pending developments stems from the Utah Open and Public Meetings Act, which  
10 states: “The Legislature finds and declares that the state, its agencies and political  
12 subdivisions, exist to aid in the conduct of the people’s business. It is the intent of the  
14 Legislature that the state, its agencies, and its political subdivisions take their actions  
openly; and conduct their deliberations openly.” Currently, most land use applications in  
Lindon require a 300-foot notice buffer to adjoining properties. He noted staff prepares  
mailing lists, prints the notices and places them in envelopes and finally stamps them for  
mail delivery. The question before the Council tonight is whether or not 300 feet notifies  
a sufficient number of properties that may be affected by an application.

16 Mr. Van Wagenen indicated the applications that would be affected by this  
18 change would include “*site plans, conditional uses, subdivisions, variances, alteration of  
20 non- conforming uses, zone map and general plan map changes, appeals heard by the  
22 Board of Adjustments, and for other land use applications that the Planning Director  
determines to have more than routine significance and for which the surrounding  
property owners should be notified in order to protect the public interest.*” Land use  
ordinance changes that directly affect properties may also be noticed with the new  
distances.

24 Mr. Van Wagenen then referenced a table comparing some of the hard cost  
differences between the differing noticing distances as follows:

<i>Examples</i>	<b>Industrial</b>	<b>Cost Difference</b>	<b>Residential</b>	<b>Cost Difference</b>
<b>300-foot</b> buffer	28 notices	-	46 notices	-
<b>500-foot</b> buffer	34 notices	\$3.36	81 notices	\$19.60
<b>800-foot</b> buffer	45 notices	\$9.52	122 notices	\$42.56

Stamp = \$0.46; Envelope = \$.09; Paper = \$.01; Staff time, printer toner, other overhead not included

26 Mr. Van Wagenen stated Section 10-9a-205 of the Utah State Code gives precise  
28 requirements for notices to property owners whose land may be affected by a zoning map  
30 change and the new language in the draft ordinance reflects those requirements; in  
practice, staff has already been following these requirements.

32 Mr. Van Wagenen commented in a 5-1 vote, the Planning Commission  
34 recommended that projects in residential zones have a 500-foot notice radius and projects  
36 in non-residential zones have an 800-foot notice radius. Overall, they were in support of  
the increased noticing. He also made note that the Commission felt that a larger radius  
was appropriate for non-residential projects because lots in those zones tend to be larger  
in size. Commissioner Vanchiere voted nay on the motion citing he preferred a 1000-foot  
notice buffer in non-residential zones. Mr. Van Wagenen then presented the industrial  
notice map comparison, residential notice map comparison and draft ordinance proposed  
changes followed by discussion.

2 Following discussion, the Council was in agreement that increasing the radius is a  
4 good move as this has come up on several occasions over past years and the intent being  
that public discussion is heard. The Council also agreed to go with the recommendation  
from the Planning Commission and see how it goes from there.

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

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

12  
14 Mayor Acerson called for any further comments or discussion from the Council.  
Hearing none he called for a motion.

16 COUNCILMEMBER MAGLEBY MOVED TO APPROVE ORDINANCE  
AMENDMENT 2018-3-O AS PRESENTED. COUNCILMEMBER LUNDBERG  
18 SECONDED THE MOTION. THE VOTE WAS RECORDED AS FOLLOWS:  
COUNCILMEMBER BEAN AYE  
20 COUNCILMEMBER LUNDBERG AYE  
COUNCILMEMBER BRODERICK AYE  
22 COUNCILMEMBER HOYT AYE  
COUNCILMEMBER MAGLEBY AYE  
24 THE MOTION CARRIED UNANIMOUSLY.

26 **11. Public Hearing — FY2017-18 Lindon City Fee Schedule Update; Ordinance**  
#2018-4-O. The City Council will review and consider Ordinance #2018-4-O  
28 amending various fees within the FY2017-18 Lindon City Fee schedule, including  
adoption.

30  
32 COUNCILMEMBER LUNDBERG MOVED TO OPEN THE PUBLIC  
HEARING. COUNCILMEMBER BRODERICK SECONDED THE MOTION. ALL  
PRESENT VOTED IN FAVOR. THE MOTION CARRIED.

34  
36 Mr. Cowie stated this request is for the City Council’s review and consideration  
of Ordinance #2018-4-O amending various fees within the FY2017-18 Lindon City Fee  
38 schedule, including adoption of new utility fees for pressure irrigation metering and  
groundwater pumping, where applicable. He then referenced for discussion the Ordinance  
and recommended fee schedule changes including new additions to the fee schedule for  
40 the Aquatics Center, the Standard Land Use Table, Business Licensing, Public Works  
(street lighting), Groundwater Pumping, Metered secondary water (Anderson  
42 Development area only) Cemetery, Police Fingerprinting, and Recreation programs.

44 There was then some general discussion regarding the metering of the secondary  
water. Mr. Cowie explained the new Ivory Anderson Development zone (west of Geneva  
Road) will have meters only unless the Council determines otherwise. He also explained  
46 the pressurized irrigation system noting the difference with the Ivory Development is the  
groundwater pumping. He pointed out that Ivory turned in water shares (NOT north

2 union water) as is required for everyone. Several residents in attendance expressed their  
4 concerns of everyone being metered in the future (not just the Ivory Development) if the  
6 Council so chooses. Mayor Acerson stated the bottom line is that we live in a desert and  
8 we have limited water resources; the best governance is self-governance. Mr. Cowie  
10 stated the actuality is in dry years we may not have enough water to service the residents  
to use unlimited water without putting in restrictions; we are not restricting secondary  
water use right now we just need to be water wise. Mr. Cowie clarified the only metering  
being discussed tonight is for the Anderson Development. Mayor Acerson stated it is the  
Council’s intent to be transparent as to make sure everyone is involved.

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

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

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

COUNCILMEMBER BRODERICK MOVED TO APPROVE ORDINANCE  
2018-4-O AMENDING THE FISCAL YEAR 2017-18 LINDON CITY FEE  
SCHEDULE WITH THE TWO \$5 INCREASES AS DISCUSSED.

COUNCILMEMBER BEAN SECONDED THE MOTION. THE VOTE WAS  
RECORDED AS FOLLOWS:

COUNCILMEMBER BEAN AYE  
COUNCILMEMBER LUNDBERG AYE  
COUNCILMEMBER BRODERICK AYE  
COUNCILMEMBER HOYT AYE  
COUNCILMEMBER MAGLEBY AYE

THE MOTION CARRIED UNANIMOUSLY.

*At this time Councilmember Hoyt stated at the advisement from the city attorney,  
and due to a conflict of interest, he will recuse himself from the next two agenda items.*

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

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

COUNCILMEMBER BEAN AYE  
COUNCILMEMBER LUNDBERG AYE

2 COUNCILMEMBER BRODERICK AYE  
 COUNCILMEMBER MAGLEBY AYE  
 4 THE MOTION CARRIED UNANIMOUSLY WITH ONE ABSENT.

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

10  
 12 **13. Public Hearing — Consideration of Offer on Sale of Real Property; Res**  
**#2018-4-R.** Lindon City Council will review and consider a new offer to purchase  
 14 nine acres of surplus real property located at approximately 2100 West 600 South,  
 Lindon (portion of Utah County Parcel ID #17:023:0012). Previously entertained  
 16 offers and counter offers were not finalized and now void. This is a new offer on  
 the property. The property has been listed for sale by the City since the fall of  
 2015. The nine-acre section of this parcel was officially declared by the City  
 18 Council as surplus real property through Resolution #2017-15-R.

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

24 Mr. Cowie referenced Resolution #2018-4-R and the purchase offer from Sunrise  
 Square Associates LC (Bill West with Knight West Construction). He noted the City  
 26 Council will accept public comment tonight and consider the offer received from  
 “Sunrise Square Associates LC and/or assigns” for purchase of real property owned by  
 28 the City and declared as surplus (by Resolution) in June of 2017. The listed asking price  
 on the nine-acre parcel is \$4.75 per square foot. The buyers offering price is \$1,822,986  
 30 as calculated at \$4.65 / sq. ft. of deeded land with the anticipated closing to be within 60  
 days of signing the contract.

32 Mr. Cowie then gave some background information and dates of some more  
 recent public meetings and public hearings regarding the disposal of this property that are  
 34 outlined in Resolution #2018-3-R. He clarified the City Council has already declared the  
 land as surplus real property and, having an offer near the listing price in hand, is now  
 36 accepting public comment on the offer and sale as required by code. There was then some  
 general discussion on the purchase offer. Following discussion, the Council was in  
 38 agreement to accept the purchase offer by Sunrise Square Associates.

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

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

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

2 COUNCILMEMBER BRODERICK MOVED TO APPROVE RESOLUTION  
 4 #2018-4-R ACCEPTING THE PURCHASE OFFER BY SUNRISE SQUARE  
 ASSOCIATES LC. COUNCILMEMBER BEAN SECONDED THE MOTION. THE  
 VOTE WAS RECORDED AS FOLLOWS:

6 COUNCILMEMBER BEAN AYE  
 COUNCILMEMBER LUNDBERG AYE  
 8 COUNCILMEMBER BRODERICK AYE  
 COUNCILMEMBER MAGLEBY AYE

10 THE MOTION CARRIED UNANIMOUSLY WITH ONE ABSENT.

12 *Councilmember Hoyt re-joined the meeting at this time.*

14 **14. COUNCIL REPORTS:**

16 **Councilmember Hoyt** – Councilmember Hoyt reported the Historic Preservation  
 Commission is still missing one board member and to let him know of any potential  
 18 names of those who may want to serve. He also attended the PG/Lindon Chamber of  
 Commerce luncheon where Mayor Acerson gave the State of the City report and did a  
 20 great job. He and the Mayor also attended the Marco’s Pizza ribbon cutting noting this is  
 a good business to have in Lindon.

22 **Councilmember Broderick** – Councilmember Broderick reported he will be attending  
 24 the upcoming North Union Irrigation Company board meeting. Mr. Cowie will follow up  
 with Brad Jorgensen about the meeting.

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

28 **Councilmember Lundberg** – Councilmember Lundberg reported she attended the Utah  
 30 Valley Chamber of Commerce breakfast where they put together a legislative meeting to  
 look at putting forth a public policy statement including some of the following items that  
 32 were discussed: 1. Workforce Development 2. Transportation Infrastructure and  
 Projected Growth in Utah County and 3. Education Funding. She noted they plan to  
 34 finalize this document on January 25<sup>th</sup>.

36 **Councilmember Magleby**– Councilmember Magleby reported he had the opportunity to  
 speak at the NOVA graduation at Lindon and Aspen Elementary schools with Officer  
 38 Campbell and Chief Adams noting it is a great program. He also reported he will be  
 attending his first North Point meeting this Monday where there will be a lot of issues  
 40 addressed over the next few months.

42 **Mayor Acerson** – Mayor Acerson expressed his appreciation for the opportunity to  
 participate and address the PG/Lindon Chamber of Commerce meeting. He would also  
 44 encourage the Council to attend as many events as possible as it helps to extend our reach  
 and develops relationships. He also reported a national storytelling speaker, Kim  
 46 Whitecamp, will doing a free event at the Community Center on Monday January 22<sup>nd</sup> at  
 7pm. This event is sponsored through the Parc Tax.

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

4

**Misc. Updates:**

6

- January newsletter
- February newsletter article: Adam Cowie - Article due to Kathy Moosman last week in January
- Orem 2017 Fire/EMS yearly totals on calls from our station is attached
- Misc. Items

8

10

**Upcoming Meetings & Events:**

- January 16<sup>th</sup> at 6:00pm – tour of new sewer lift station (prior to Council meeting). Planning Commission and State Legislators have been invited to attend. Senator Dayton toured the facility with Staff on January 10<sup>th</sup>.
- January 24<sup>th</sup> – Christmas tree curb-side pick-up. Dumpster will also be available at the Aquatics Center Parking lot from January 3<sup>rd</sup> through end of the month (for trees only, no garbage).
- January 29<sup>th</sup> through March 8<sup>th</sup> - Utah Legislature in session.
- February 8<sup>th</sup> at 6:00pm – Budget Kickoff Meeting with the Council and Department Heads

12

14

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22

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

24

**Adjourn –**

26

COUNCILMEMBER BRODERICK MOVED TO ADJOURN THE MEETING AT 10:45 PM. COUNCILMEMBER HOYT SECONDED THE MOTION. ALL PRESENT VOTED IN FAVOR. THE MOTION CARRIED.

28

30

Approved – February 6, 2018

32

34

\_\_\_\_\_  
Kathryn Moosman, City Recorder

36

38

\_\_\_\_\_  
Jeff Acerson, Mayor

40

**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 - 10 minutes)*

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**6. Discussion Item — General Plan Survey Results***(25 minutes)*

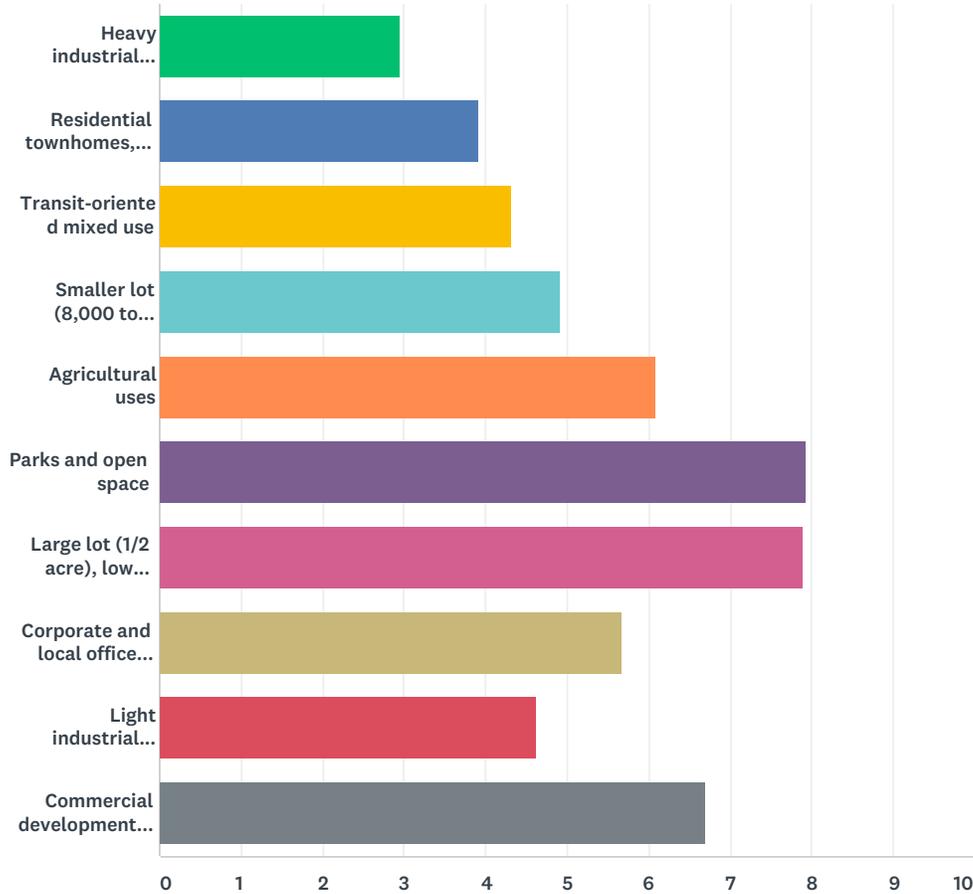
Lindon City Planning & Economic Development Director, Hugh Van Wagenen, will present the results of a city-wide survey on various aspects of the General Plan and long-term visions/desires of city residents. The survey had approximately 360 respondents. The General Plan is the guiding document for the City's long-term goals and future development. The General Plan is in process of a comprehensive update by the Planning Commission and then will be forwarded to the City Council for final review and approval.

See attached survey results. Director Van Wagenen will review the survey findings and lead discussion on the General Plan update process.

**No motion needed.**

### Q1 In terms of future development of Lindon, please rank the following development types in order of importance, from most important (1) to least important (10).

Answered: 364 Skipped: 0



	1	2	3	4	5	6	7	8	9	10	TOTAL	SCORE
Heavy industrial (food manufacturing, large metal fabrications, metal & minerals wholesale)	2.47% 9	1.92% 7	3.02% 11	3.85% 14	2.20% 8	6.04% 22	8.79% 32	17.31% 63	17.86% 65	36.54% 133	364	2.0
Residential townhomes, condominiums, or apartments	4.67% 17	3.57% 13	4.67% 17	7.42% 27	6.87% 25	9.07% 33	9.34% 34	12.91% 47	19.78% 72	21.70% 79	364	3.0
Transit-oriented mixed use	1.65% 6	3.30% 12	4.67% 17	8.24% 30	12.36% 45	12.09% 44	16.21% 59	17.58% 64	12.91% 47	10.99% 40	364	4.0

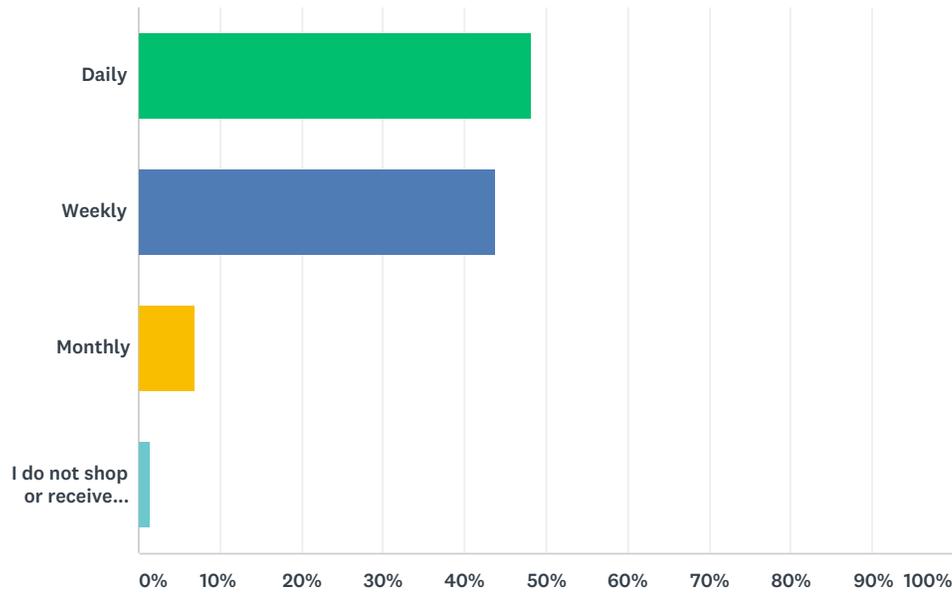
## Lindon City General Plan Survey 2017

SurveyMonkey

Smaller lot (8,000 to 12,000 sq/ft), medium density residential development	5.77% 21	6.87% 25	9.07% 33	9.34% 34	9.07% 33	12.36% 45	11.54% 42	11.26% 41	14.01% 51	10.71% 39	364	4.
Agricultural uses	6.87% 25	15.66% 57	18.96% 69	9.89% 36	9.07% 33	9.07% 33	8.79% 32	7.97% 29	5.49% 20	8.24% 30	364	6.
Parks and open space	25.00% 91	29.40% 107	17.58% 64	8.24% 30	6.04% 22	3.57% 13	3.02% 11	2.47% 9	1.37% 5	3.30% 12	364	7.
Large lot (1/2 acre), low density residential development	37.64% 137	20.60% 75	11.26% 41	6.87% 25	4.40% 16	5.22% 19	4.95% 18	1.92% 7	4.12% 15	3.02% 11	364	7.
Corporate and local office spaces	3.85% 14	4.95% 18	10.44% 38	16.48% 60	19.23% 70	14.84% 54	15.11% 55	7.42% 27	4.95% 18	2.75% 10	364	5.
Light industrial (indoor manufacturing, warehouses, light assembly, etc.)	1.10% 4	4.12% 15	4.67% 17	9.62% 35	13.19% 48	16.21% 59	16.48% 60	16.48% 60	16.21% 59	1.92% 7	364	4.
Commercial development (retail, restaurant, and service businesses)	10.99% 40	9.62% 35	15.66% 57	20.05% 73	17.58% 64	11.54% 42	5.77% 21	4.67% 17	3.30% 12	0.82% 3	364	6.

## Q2 How often do you shop/receive services in Lindon?

Answered: 362 Skipped: 2

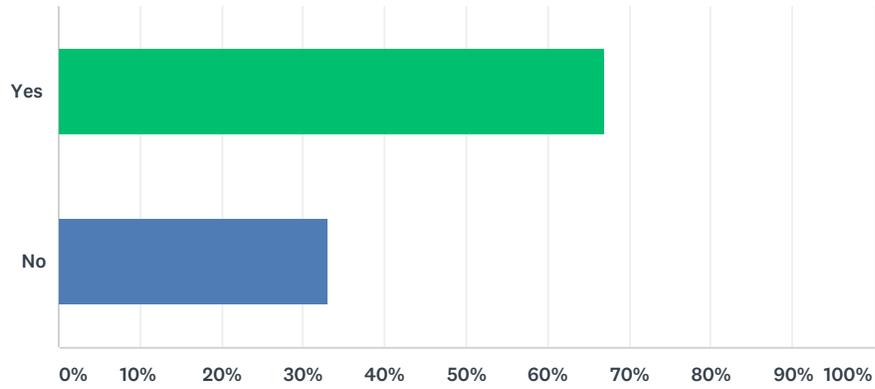


ANSWER CHOICES	RESPONSES	
Daily	48.07%	174
Weekly	43.65%	158
Monthly	6.91%	25
I do not shop or receive services in Lindon.	1.38%	5
<b>TOTAL</b>		<b>362</b>



### Q4 Years ago Lindon adopted the slogan "little bit of country". Does the slogan 'little bit of country' still reflect what Lindon is today?

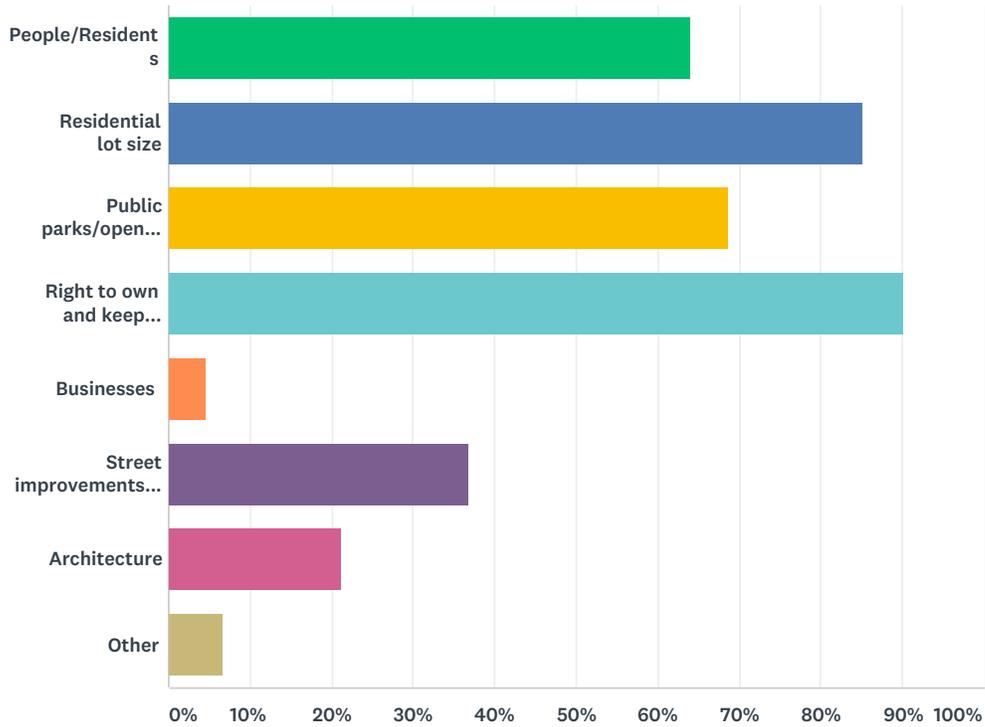
Answered: 364 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	67.03%	244
No	32.97%	120
TOTAL		364

### Q5 What gives Lindon it's "little bit of country" feeling? Mark all that apply.

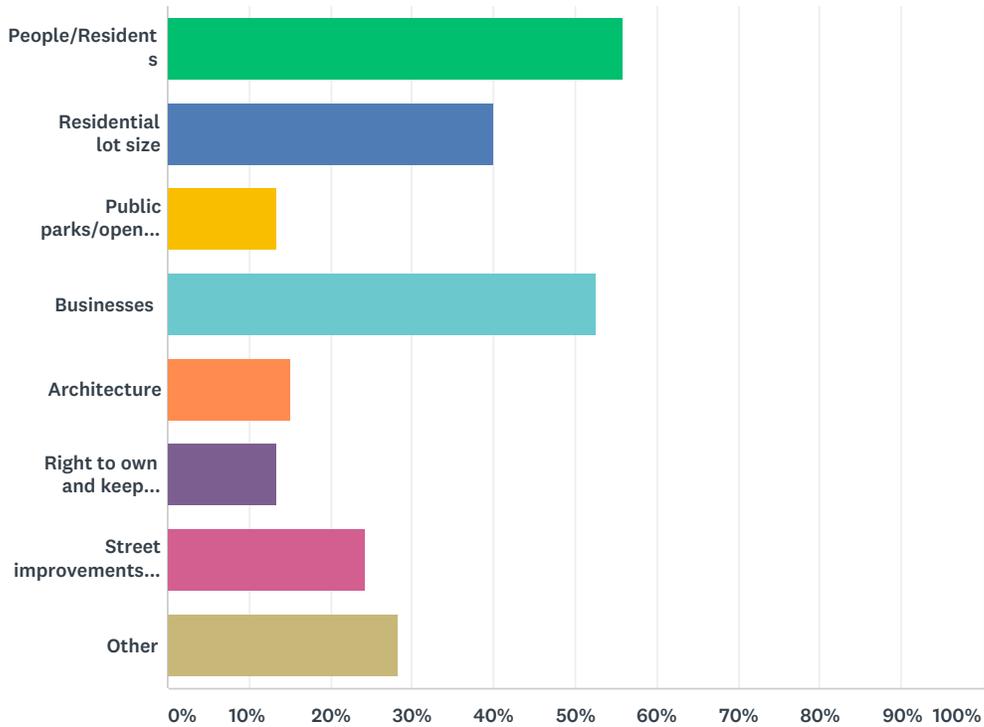
Answered: 242 Skipped: 122



ANSWER CHOICES	RESPONSES	
People/Residents	64.05%	155
Residential lot size	85.12%	206
Public parks/open space	68.60%	166
Right to own and keep animals on residential property; i.e. horses, cows, pigs, chickens, goats, etc.	90.08%	218
Businesses	4.55%	11
Street improvements/sidewalks/trails	36.78%	89
Architecture	21.07%	51
Other	6.61%	16
Total Respondents: 242		

### Q6 If "little bit of country" doesn't reflect Lindon today, why not? Mark all that apply.

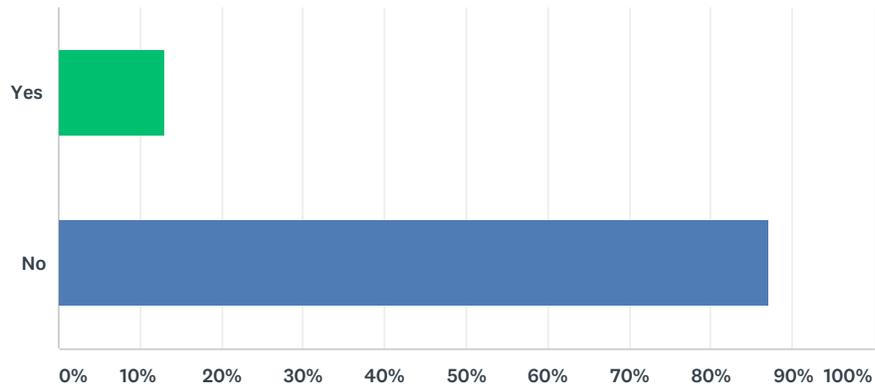
Answered: 120 Skipped: 244



ANSWER CHOICES	RESPONSES	
People/Residents	55.83%	67
Residential lot size	40.00%	48
Public parks/open space	13.33%	16
Businesses	52.50%	63
Architecture	15.00%	18
Right to own and keep animals on residential property; i.e. horses, cows, pigs, chickens, goats, etc.	13.33%	16
Street improvements/sidewalks/trails	24.17%	29
Other	28.33%	34
Total Respondents: 120		

### Q7 Do you own large animals?

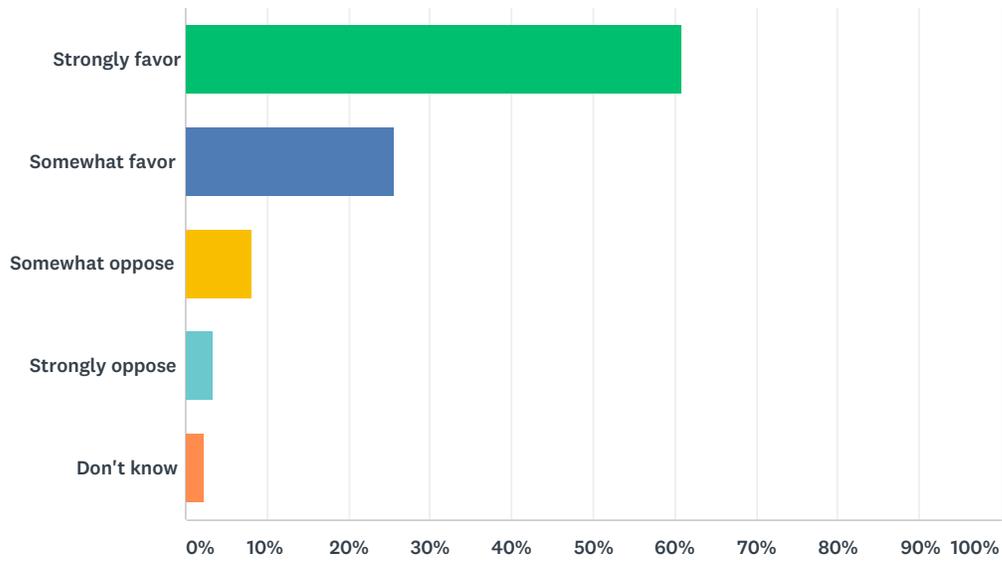
Answered: 357 Skipped: 7



ANSWER CHOICES	RESPONSES	
Yes	12.89%	46
No	87.11%	311
TOTAL		357

### Q8 Do you favor or oppose the continued allowance of large animal rights in residential areas?

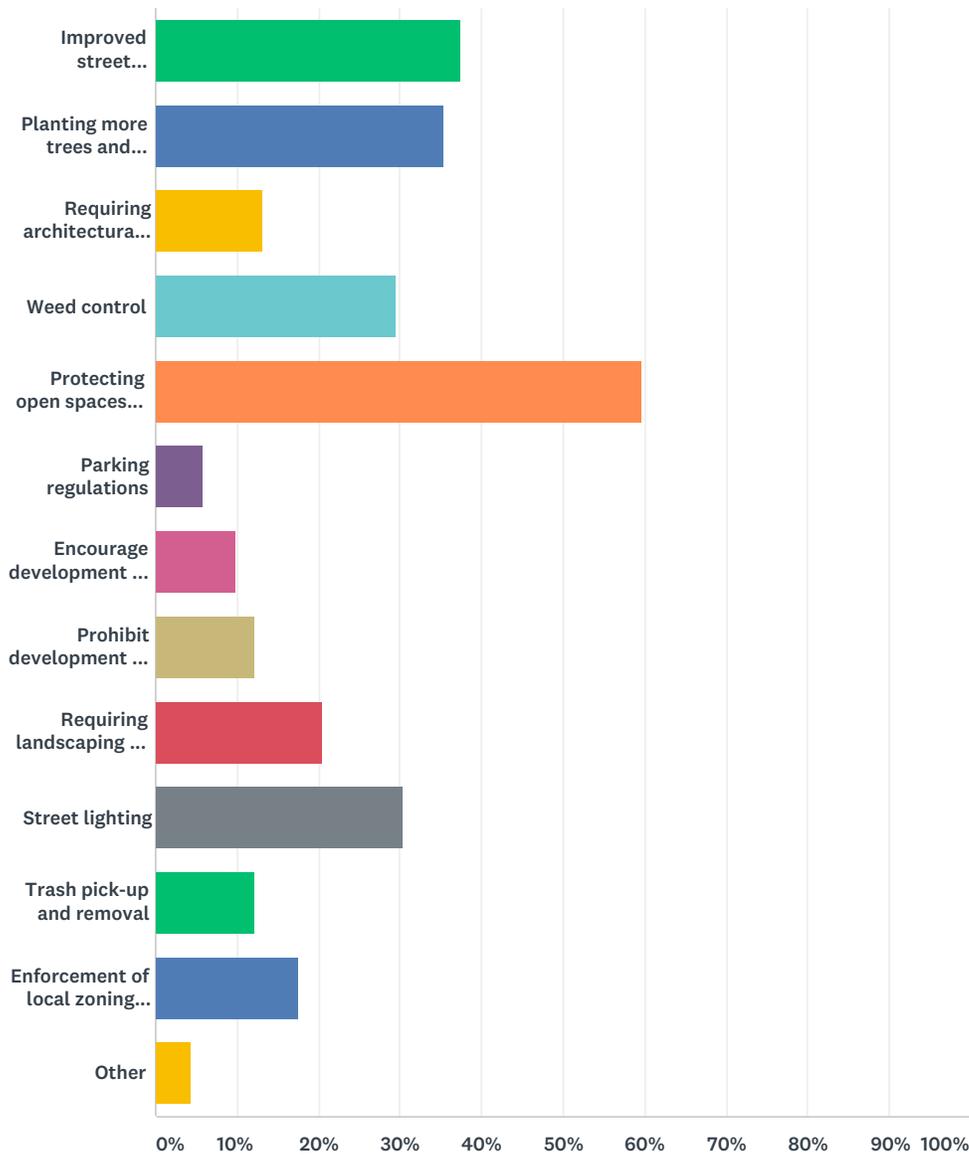
Answered: 357 Skipped: 7



ANSWER CHOICES	RESPONSES	
Strongly favor	60.78%	217
Somewhat favor	25.49%	91
Somewhat oppose	8.12%	29
Strongly oppose	3.36%	12
Don't know	2.24%	8
<b>TOTAL</b>		<b>357</b>

### Q9 What three items do you feel are most important to improve the aesthetic appearance of the City? (check three only)

Answered: 357 Skipped: 7

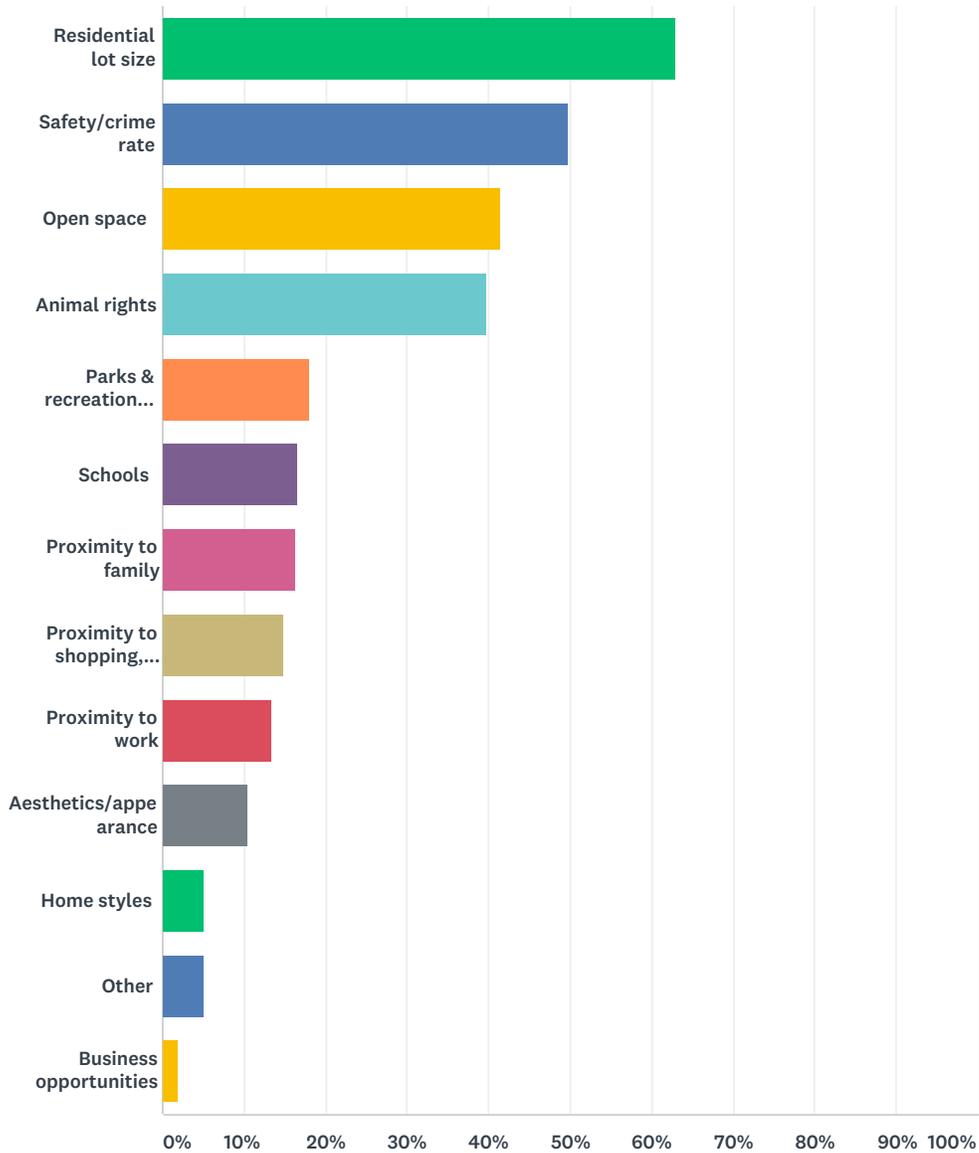


ANSWER CHOICES	RESPONSES	
Improved street shoulders (curb/gutter/sidewalks)	37.54%	134
Planting more trees and flowers along streets and in parks	35.29%	126
Requiring architectural standards/guidelines for buildings	13.17%	47
Weed control	29.41%	105
Protecting open spaces (farms, orchards, pastures, parks, etc.)	59.66%	213
Parking regulations	5.88%	21
Encourage development of vacant lands	9.80%	35

Prohibit development of vacant lands	12.04%	43
Requiring landscaping in front of businesses	20.45%	73
Street lighting	30.25%	108
Trash pick-up and removal	12.04%	43
Enforcement of local zoning ordinances	17.65%	63
Other	4.48%	16
Total Respondents: 357		

### Q10 What three items make Lindon unique and/or special for you? (check three only)

Answered: 357 Skipped: 7

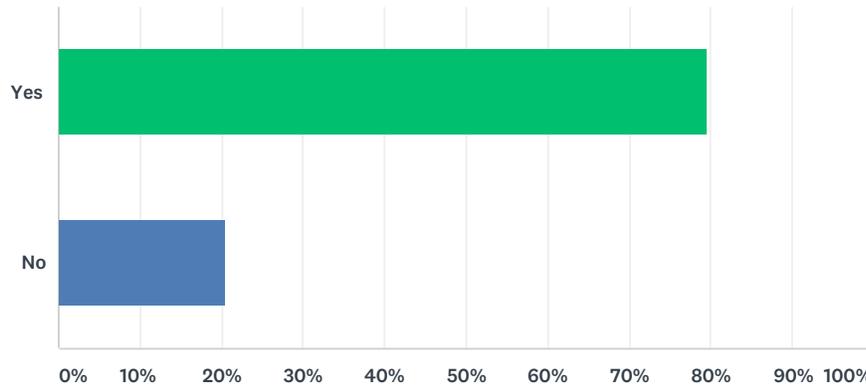


ANSWER CHOICES	RESPONSES	
Residential lot size	63.03%	225
Safety/crime rate	49.86%	178
Open space	41.46%	148
Animal rights	39.78%	142
Parks & recreation opportunities	17.93%	64
Schools	16.53%	59
Proximity to family	16.25%	58

Proximity to shopping, services	14.85%	53
Proximity to work	13.45%	48
Aesthetics/appearance	10.36%	37
Home styles	5.04%	18
Other	5.04%	18
Business opportunities	1.96%	7
Total Respondents: 357		

**Q11 The city tries to provide opportunities for housing needs of individuals and families of all life stages. The types of housing needed for a family, seniors, or singles can differ (single family, apartments, town homes, condos, etc.). Do you feel there are adequate housing options within the city?**

Answered: 357 Skipped: 7



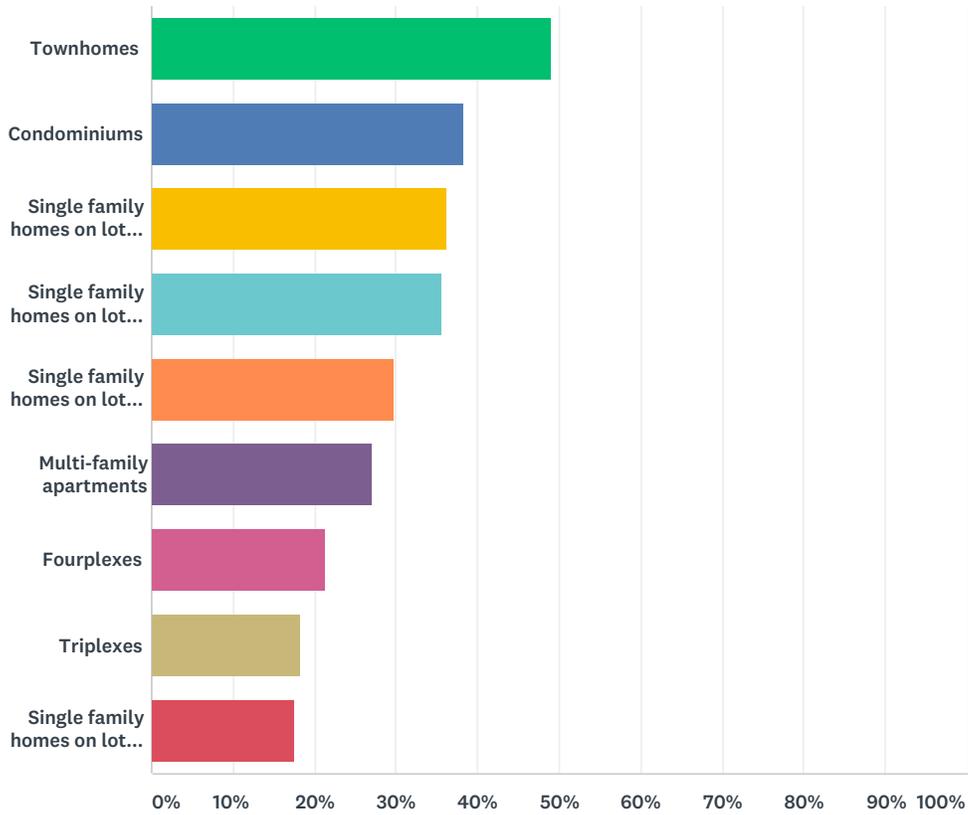
ANSWER CHOICES	RESPONSES	
Yes	79.55%	284
No	20.45%	73
TOTAL		357

# Q12 What housing type is needed?

Lower Income Residential **Smaller Lots** Single Level  
**Town Homes** Multi **Condos** Living  
**Housing** Middle Class **Single Family** Priced  
**Apartments** Care **Starter Homes**

### Q13 What type of housing should be located adjacent to non-residential zones? Check all that apply.

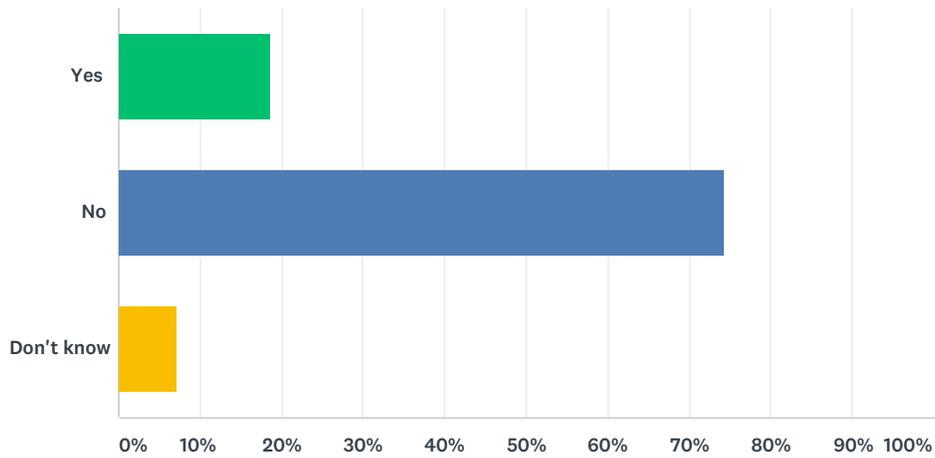
Answered: 357 Skipped: 7



ANSWER CHOICES	RESPONSES	
Townhomes	49.02%	175
Condominiums	38.38%	137
Single family homes on lots between 12-20,000 square feet (1/4 acre to 1/2 acre)	36.13%	129
Single family homes on lots 20,000 square feet and greater (about 1/2 acre)	35.57%	127
Single family homes on lots between 8-12,000 square feet (12,000 square feet is about 1/4 acre)	29.69%	106
Multi-family apartments	26.89%	96
Fourplexes	21.29%	76
Triplexes	18.21%	65
Single family homes on lots less than 8,000 square feet	17.65%	63
Total Respondents: 357		

### Q14 In the City map below lime green areas require 1/2 acre minimum lot sizes. Should this standard be relaxed in 1/2 acre zoned areas?

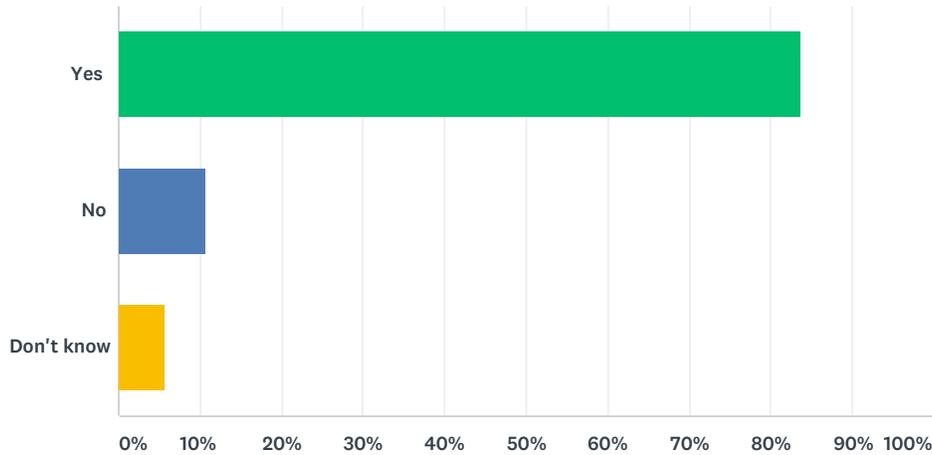
Answered: 355 Skipped: 9



ANSWER CHOICES	RESPONSES	
Yes	18.59%	66
No	74.37%	264
Don't know	7.04%	25
<b>TOTAL</b>		<b>355</b>

**Q15 Accessory apartments are allowed within owner occupied single family homes as part of a plan to provide moderate income housing options within the City. Do you feel such apartments should continue to be an option in providing moderate income housing?**

Answered: 355 Skipped: 9



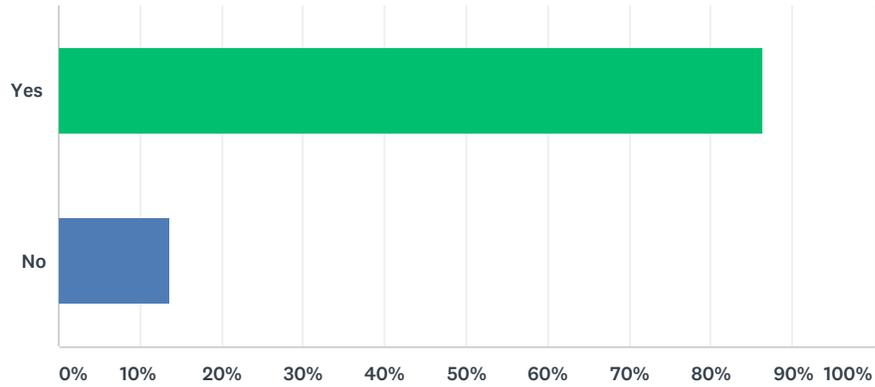
ANSWER CHOICES	RESPONSES	
Yes	83.66%	297
No	10.70%	38
Don't know	5.63%	20
<b>TOTAL</b>		<b>355</b>

Q16 The city has long term plans for zoning, transportation, public utilities (water, sewer, storm water) and parks & trails. What other item(s) do you feel are important for Lindon to consider when looking at long-term goals and guidelines?

Open Space Public Transit Parks Trails Animal Rights  
 Control Center Public Safety Sidewalks Internet  
 Businesses Orem Street Improvements  
 Roads Water Lindon Owners Lots Property  
 Little Bit of Country Infrastructure Library  
 Pleasant Grove Schools Public Transportation Tax Development

### Q17 Do you feel 'open space' is a defining characteristic of Lindon City?

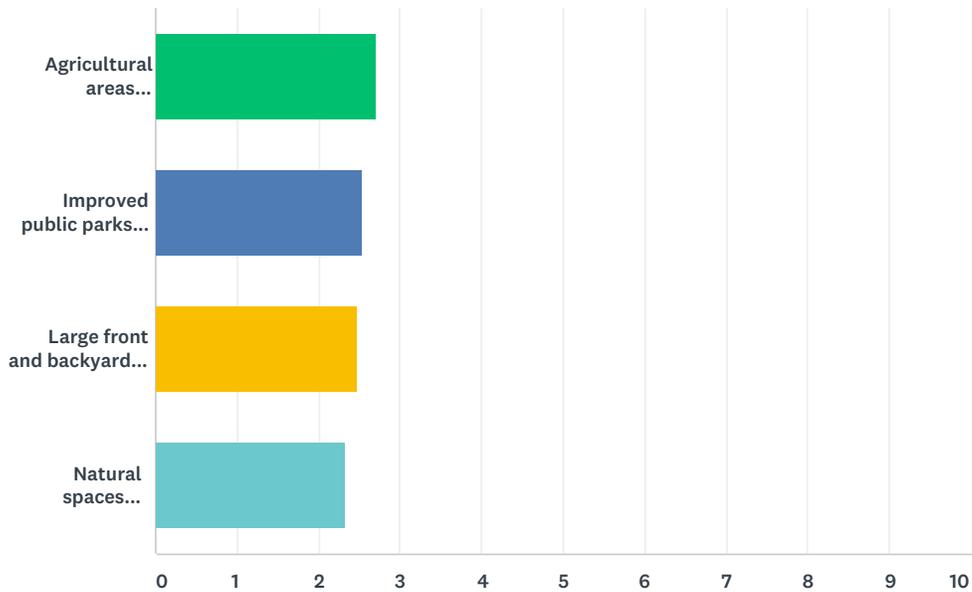
Answered: 347 Skipped: 17



ANSWER CHOICES	RESPONSES	
Yes	86.46%	300
No	13.54%	47
TOTAL		347

### Q18 How would you define 'open space'? (Rank in order of importance, 1-4)

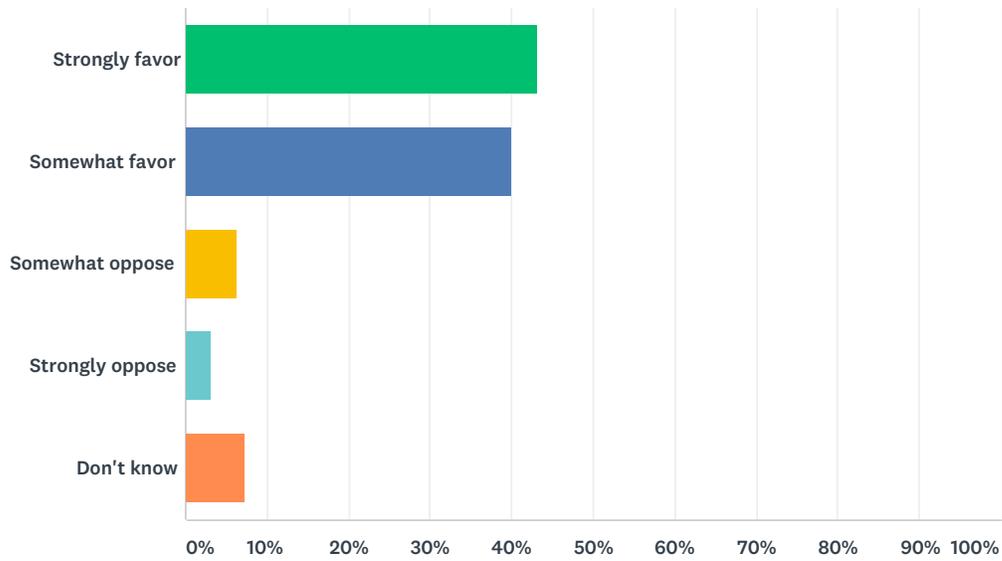
Answered: 352 Skipped: 12



	1	2	3	4	TOTAL	SCORE
Agricultural areas (pastures, farms, orchards)	28.98% 102	29.26% 103	23.30% 82	18.47% 65	352	2.69
Improved public parks (grass areas, ball fields, playgrounds)	22.44% 79	29.55% 104	26.70% 94	21.31% 75	352	2.53
Large front and backyards of residential homes / large lots	27.84% 98	19.32% 68	23.86% 84	28.98% 102	352	2.46
Natural spaces (undeveloped foothills or wetlands)	20.74% 73	21.88% 77	26.14% 92	31.25% 110	352	2.32

### Q19 Would you favor or oppose the city trying to secure land for open space preservation?

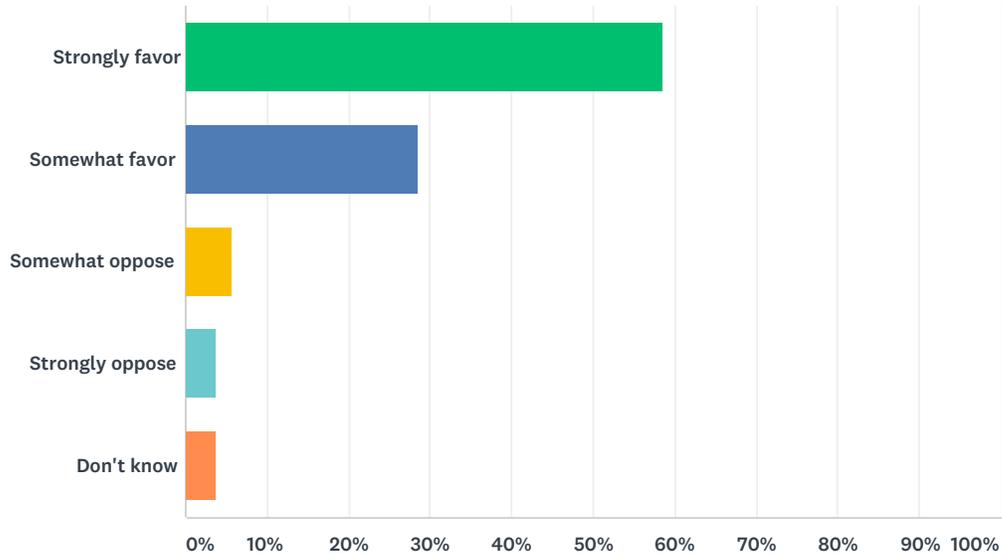
Answered: 352 Skipped: 12



ANSWER CHOICES	RESPONSES	
Strongly favor	43.18%	152
Somewhat favor	40.06%	141
Somewhat oppose	6.25%	22
Strongly oppose	3.13%	11
Don't know	7.39%	26
<b>TOTAL</b>		<b>352</b>

## Q20 The city has an existing trails master plan and has constructed portions of the network. Do you favor or oppose continued trail development in Lindon?

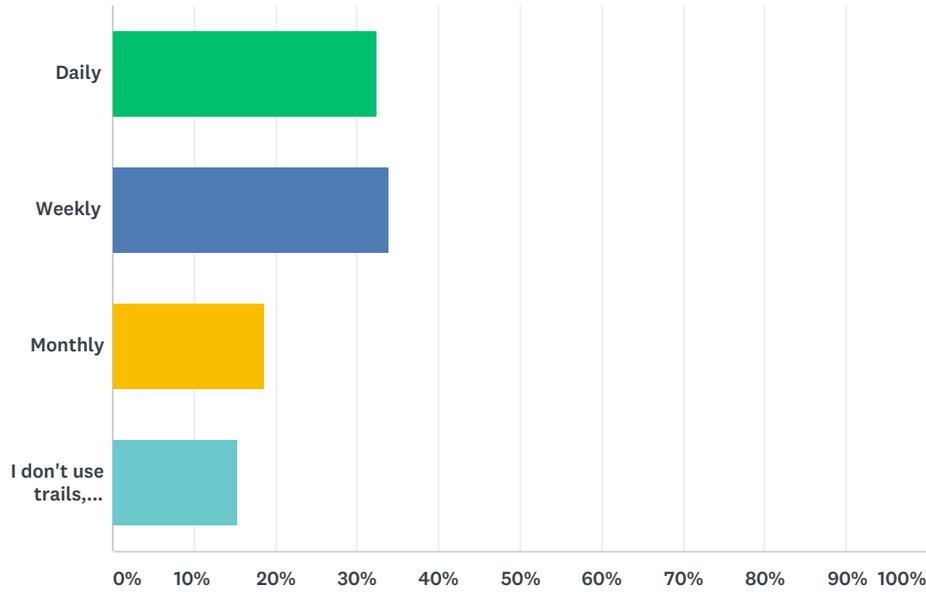
Answered: 352 Skipped: 12



ANSWER CHOICES	RESPONSES	
Strongly favor	58.52%	206
Somewhat favor	28.41%	100
Somewhat oppose	5.68%	20
Strongly oppose	3.69%	13
Don't know	3.69%	13
<b>TOTAL</b>		<b>352</b>

### Q21 How often do you use trails, sidewalks, or bike lanes within Lindon?

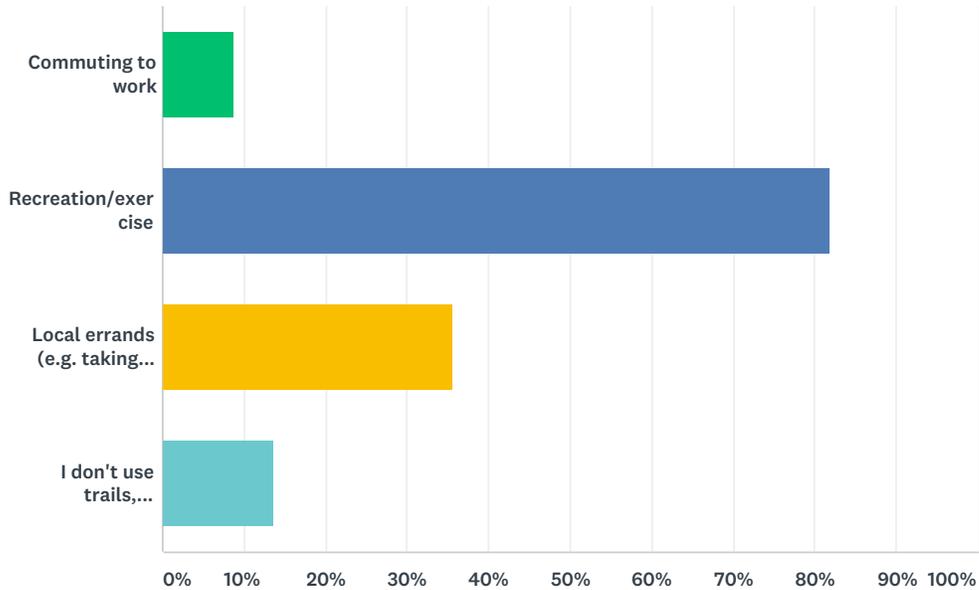
Answered: 349 Skipped: 15



ANSWER CHOICES	RESPONSES	
Daily	32.38%	113
Weekly	33.81%	118
Monthly	18.62%	65
I don't use trails, sidewalks, or bike lanes within Lindon	15.19%	53
<b>TOTAL</b>		<b>349</b>

## Q22 For what purpose do you use local trails, sidewalks, or bike lanes? Check all that apply.

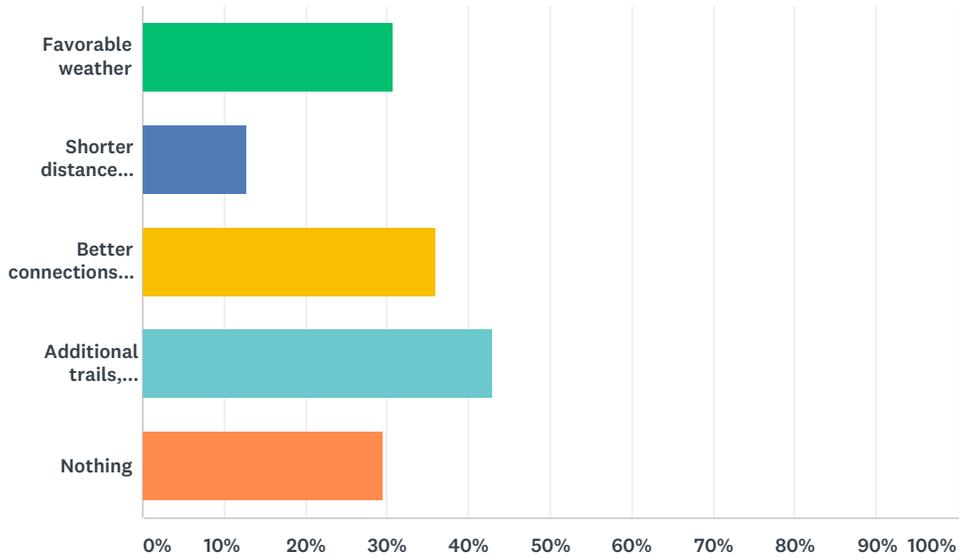
Answered: 352 Skipped: 12



ANSWER CHOICES	RESPONSES	
Commuting to work	8.81%	31
Recreation/exercise	81.82%	288
Local errands (e.g. taking children to school, shopping, religious activities, etc.)	35.51%	125
I don't use trails, sidewalks, or bike lanes	13.64%	48
Total Respondents: 352		

### Q23 What would increase your use of trails, sidewalks, or bike lanes? Check all that apply.

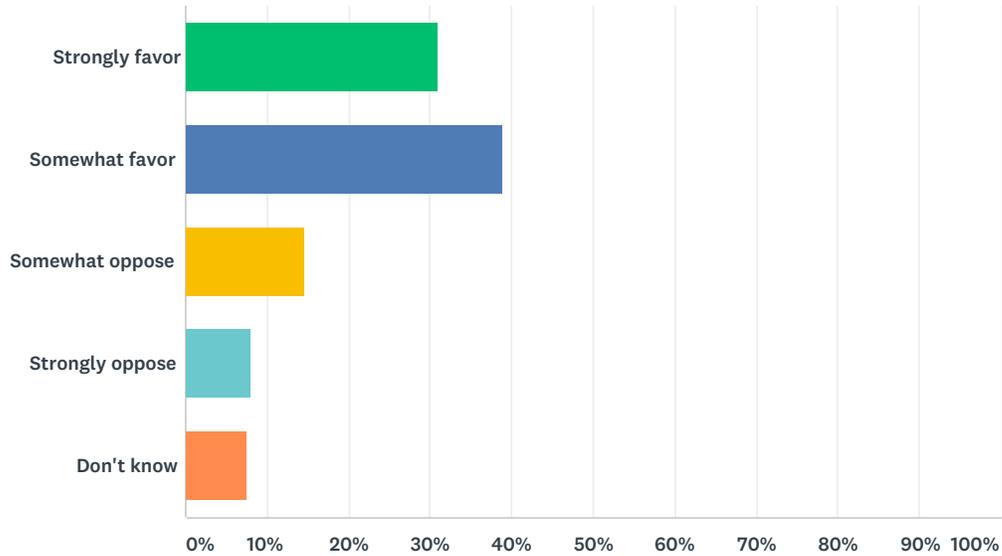
Answered: 352 Skipped: 12



ANSWER CHOICES	RESPONSES	
Favorable weather	30.68%	108
Shorter distance between destinations	12.78%	45
Better connections between the trail, sidewalk, and bike lane system	36.08%	127
Additional trails, sidewalks, and bike lanes	42.90%	151
Nothing	29.55%	104
Total Respondents: 352		

### Q24 The City sidewalk system has gaps in infrastructure. Do you favor or oppose prioritizing funding to complete sidewalk system gaps over other City needs?

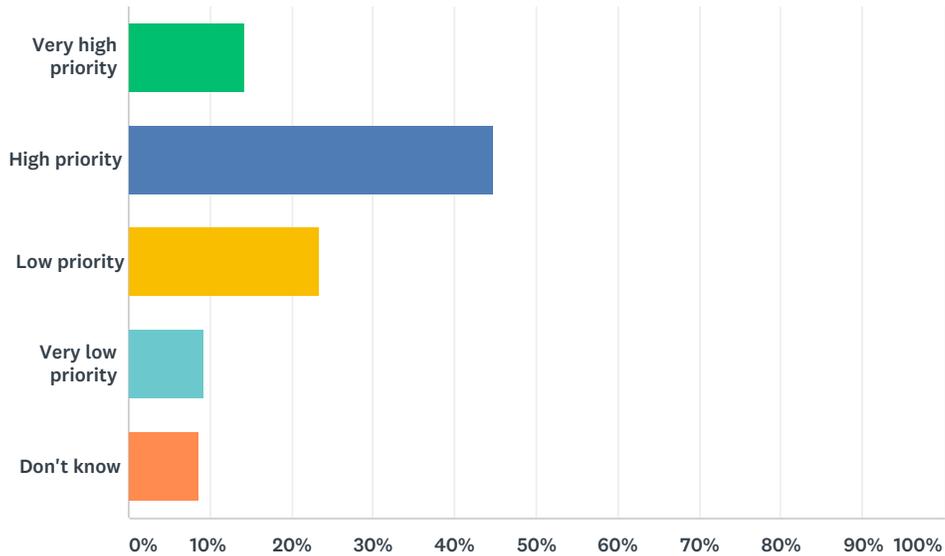
Answered: 349 Skipped: 15



ANSWER CHOICES	RESPONSES	
Strongly favor	30.95%	108
Somewhat favor	38.97%	136
Somewhat oppose	14.61%	51
Strongly oppose	8.02%	28
Don't know	7.45%	26
<b>TOTAL</b>		<b>349</b>

**Q25 The City adopted a Bicycle and Pedestrian Master Plan in 2015 that outlines priority areas for improvements to both pedestrian and bicycle infrastructure facilities. How would you prioritize City investment in bicycle and pedestrian infrastructure?**

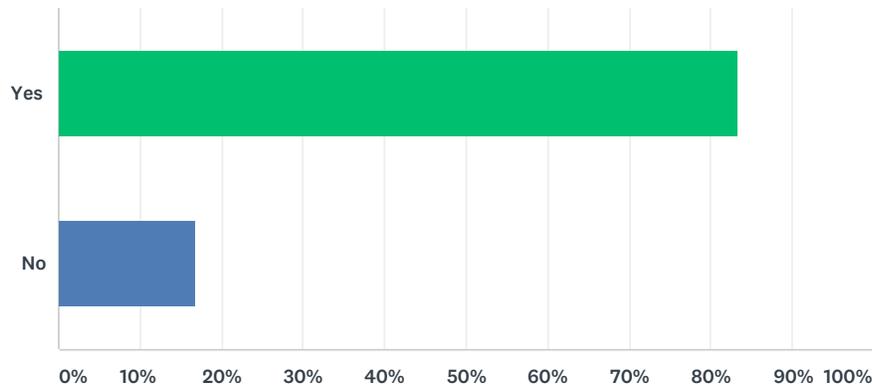
Answered: 351 Skipped: 13



ANSWER CHOICES	RESPONSES	
Very high priority	14.25%	50
High priority	44.73%	157
Low priority	23.36%	82
Very low priority	9.12%	32
Don't know	8.55%	30
<b>TOTAL</b>		<b>351</b>

## Q26 Do you feel the City has adequate street connectivity, i.e. ability to travel conveniently from one area of the City to another?

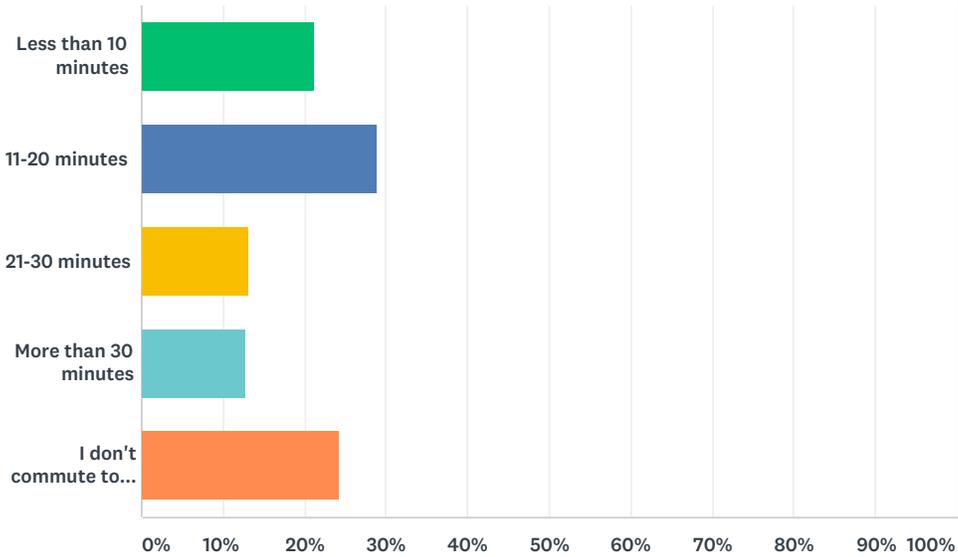
Answered: 347   Skipped: 17



ANSWER CHOICES		RESPONSES	
Yes		83.29%	289
No		16.71%	58
TOTAL			347

## Q27 If you commute to work, what is your average commute time?

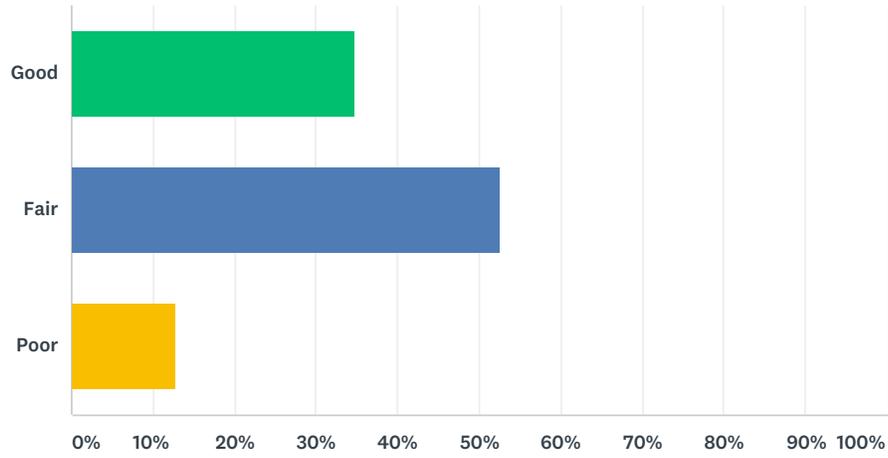
Answered: 347   Skipped: 17



ANSWER CHOICES	RESPONSES	
Less than 10 minutes	21.04%	73
11-20 minutes	28.82%	100
21-30 minutes	13.26%	46
More than 30 minutes	12.68%	44
I don't commute to work.	24.21%	84
<b>TOTAL</b>		<b>347</b>

### Q28 How would you rate the quality of existing public roads in Lindon?

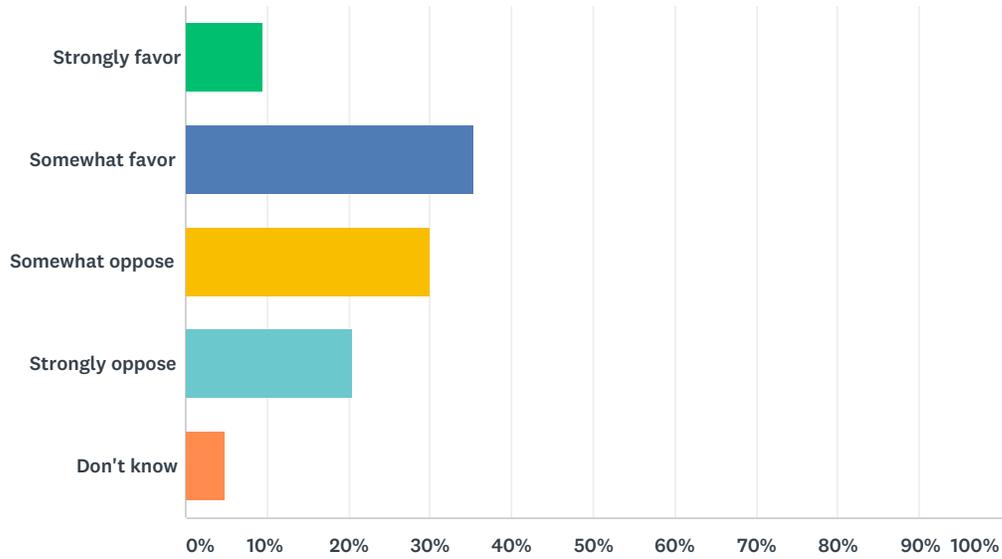
Answered: 351 Skipped: 13



ANSWER CHOICES	RESPONSES	
Good	34.76%	122
Fair	52.42%	184
Poor	12.82%	45
<b>TOTAL</b>		<b>351</b>

### Q29 Do you favor or oppose possible new fees and/or taxes dedicated to road maintenance?

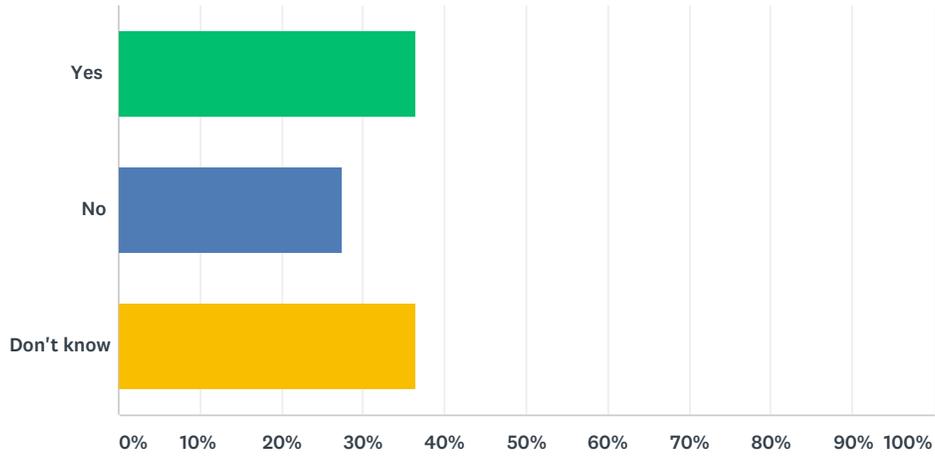
Answered: 351 Skipped: 13



ANSWER CHOICES	RESPONSES	
Strongly favor	9.40%	33
Somewhat favor	35.33%	124
Somewhat oppose	29.91%	105
Strongly oppose	20.51%	72
Don't know	4.84%	17
<b>TOTAL</b>		<b>351</b>

### Q30 Do you feel Lindon has adequate public transportation options?

Answered: 347 Skipped: 17



ANSWER CHOICES	RESPONSES	
Yes	36.31%	126
No	27.38%	95
Don't know	36.31%	126
<b>TOTAL</b>		<b>347</b>

Q31 As you know, Lindon City government officials must deal with a variety of pressing problems and issues. Which one issue to you feel deserves the greatest attention at the present time?



Preserving Animal Rights Debt Growth Aware

Apartment People Clean Parks Traffic Water

Not Allow Taxes Public Safety Lindon Citizens

Roads High Density Housing Development

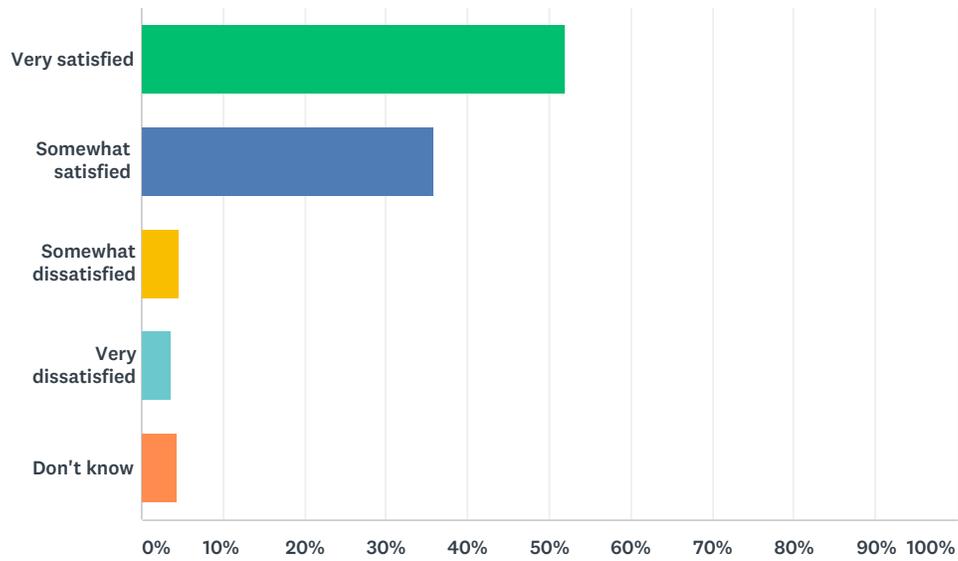
Love Street Half Acre Open Space Recreation Center

Little Bit of Country West Side of the City Large Lots

Weeds Pay Crime

### Q32 As you have interacted with the City and its employees, how would you rate the quality of service and professionalism you received?

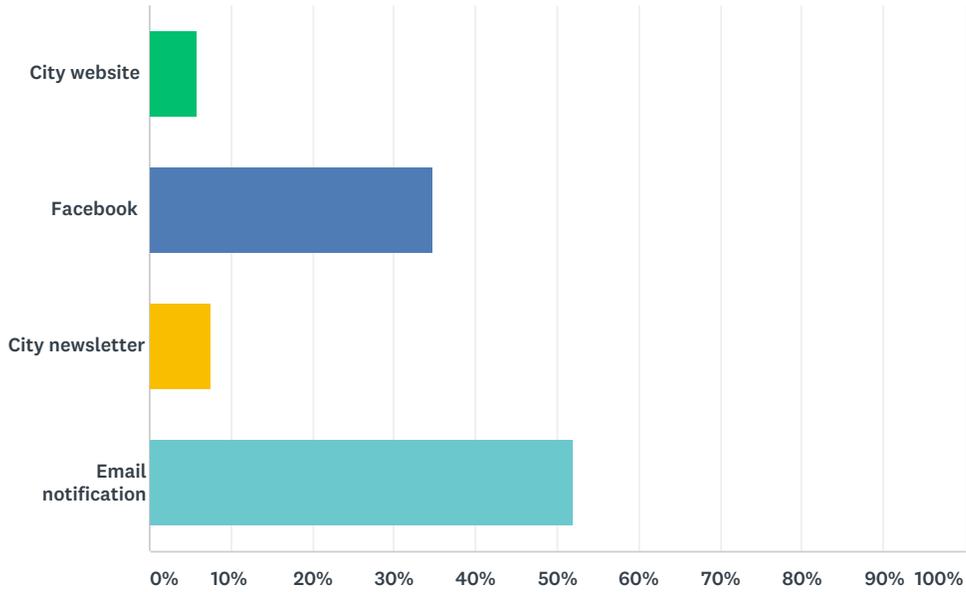
Answered: 347 Skipped: 17



ANSWER CHOICES	RESPONSES	
Very satisfied	51.87%	180
Somewhat satisfied	35.73%	124
Somewhat dissatisfied	4.61%	16
Very dissatisfied	3.46%	12
Don't know	4.32%	15
<b>TOTAL</b>		<b>347</b>

### Q33 How did you find out about this survey?

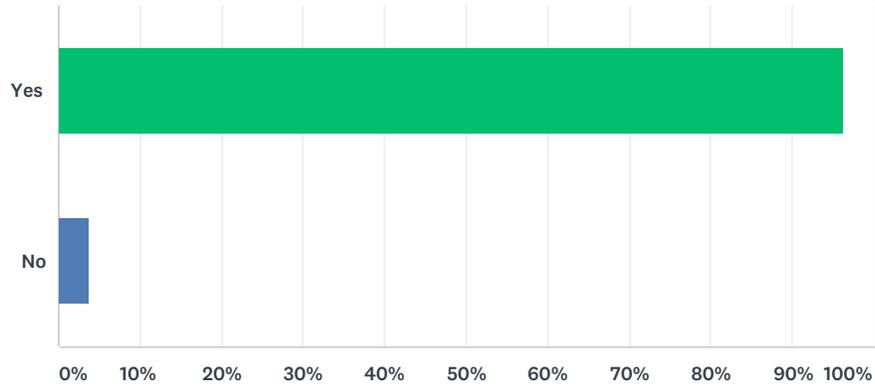
Answered: 345 Skipped: 19



ANSWER CHOICES	RESPONSES
City website	5.80% 20
Facebook	34.78% 120
City newsletter	7.54% 26
Email notification	51.88% 179
TOTAL	345

### Q34 Are you a resident of Lindon City?

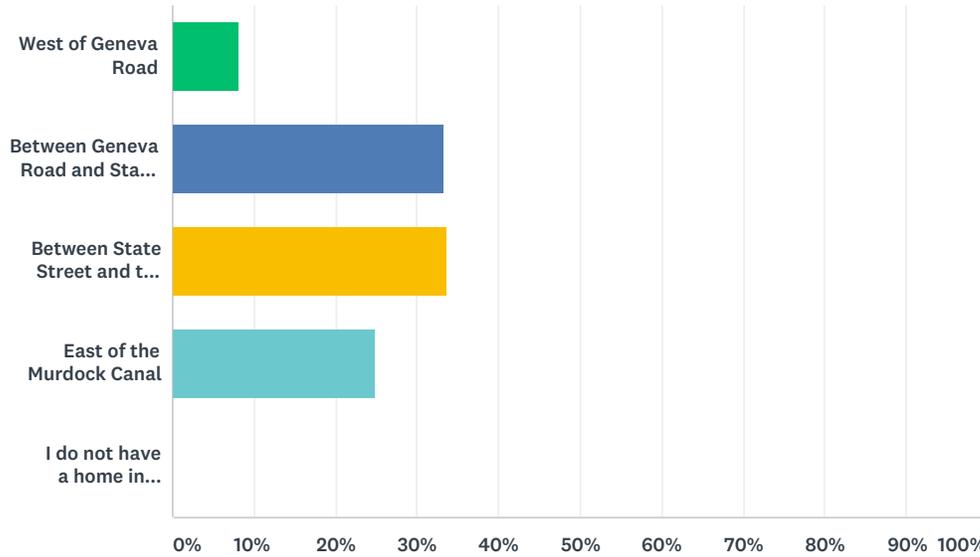
Answered: 347 Skipped: 17



ANSWER CHOICES	RESPONSES	
Yes	96.25%	334
No	3.75%	13
TOTAL		347

### Q35 Where is your home located in Lindon?

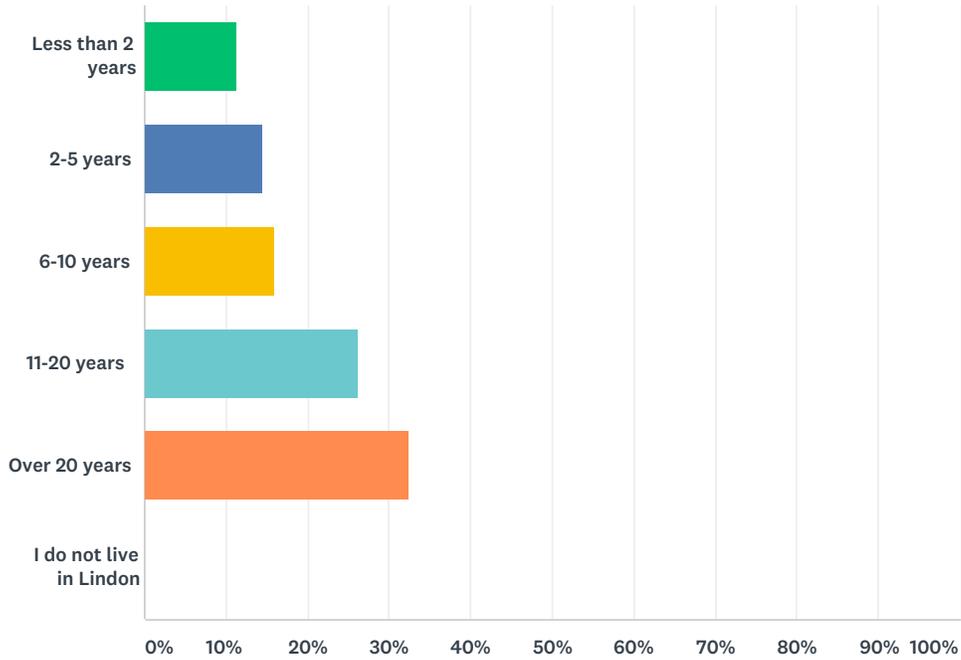
Answered: 333 Skipped: 31



ANSWER CHOICES	RESPONSES	
West of Geneva Road	8.11%	27
Between Geneva Road and State Street	33.33%	111
Between State Street and the Murdock Canal (~800 East)	33.63%	112
East of the Murdock Canal	24.92%	83
I do not have a home in Lindon	0.00%	0
<b>TOTAL</b>		<b>333</b>

### Q36 How long have you lived in Lindon?

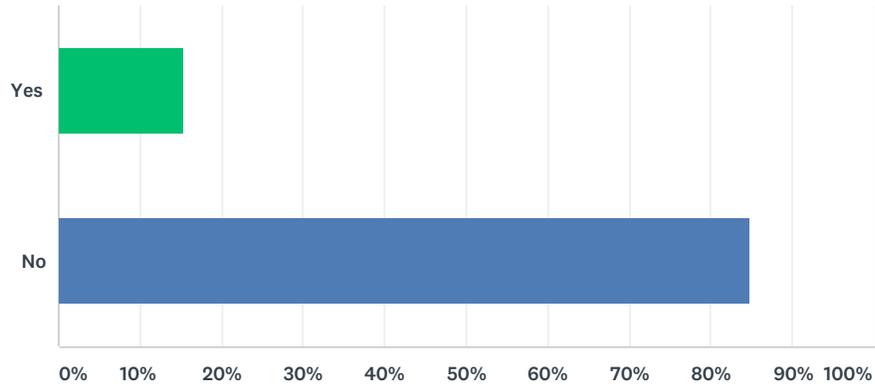
Answered: 334 Skipped: 30



ANSWER CHOICES	RESPONSES	
Less than 2 years	11.38%	38
2-5 years	14.37%	48
6-10 years	15.87%	53
11-20 years	26.05%	87
Over 20 years	32.34%	108
I do not live in Lindon	0.00%	0
<b>TOTAL</b>		<b>334</b>

### Q37 Are you a business owner in Lindon?

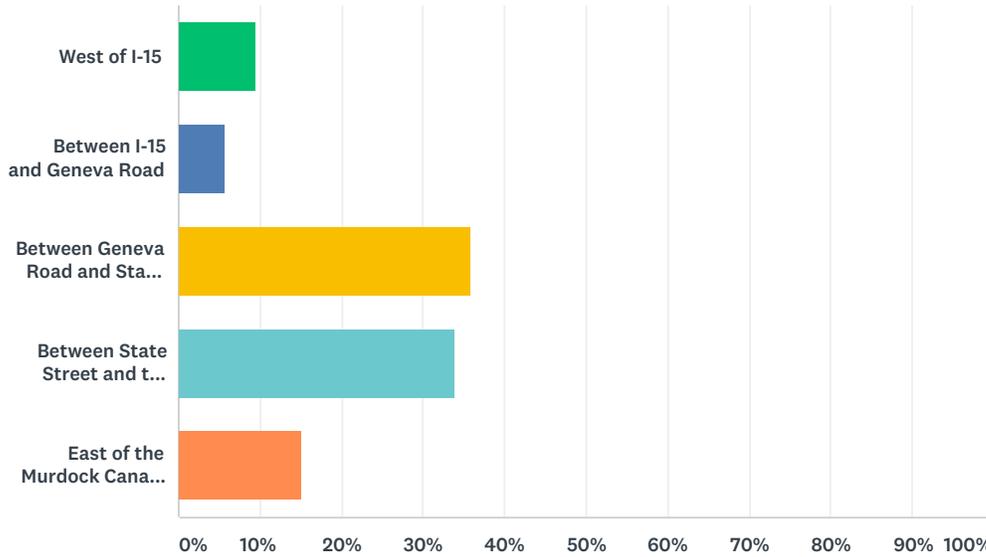
Answered: 347 Skipped: 17



ANSWER CHOICES	RESPONSES	
Yes	15.27%	53
No	84.73%	294
TOTAL		347

### Q38 Where is your business located in Lindon?

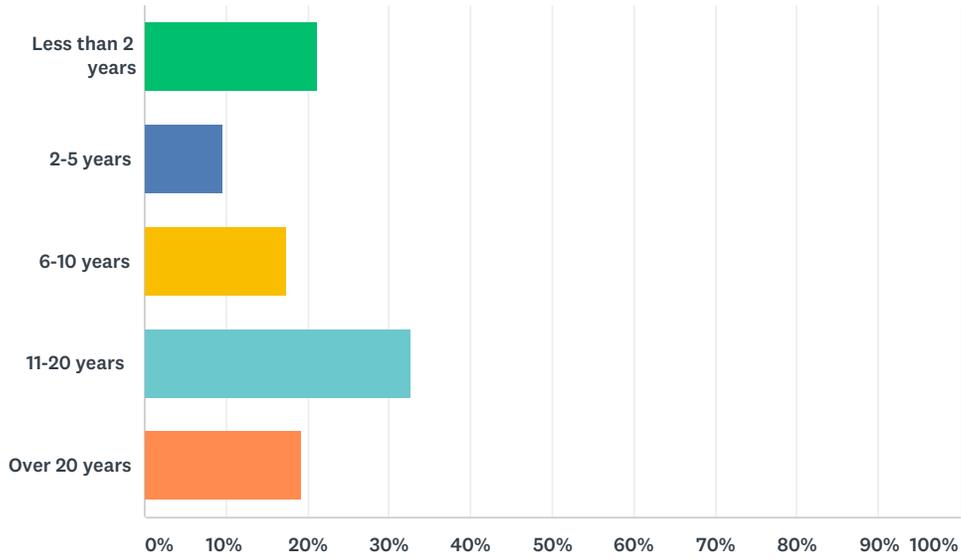
Answered: 53 Skipped: 311



ANSWER CHOICES	RESPONSES	
West of I-15	9.43%	5
Between I-15 and Geneva Road	5.66%	3
Between Geneva Road and State Street	35.85%	19
Between State Street and the Murdock Canal Trail (~800 East)	33.96%	18
East of the Murdock Canal Trail	15.09%	8
<b>TOTAL</b>		<b>53</b>

### Q39 How long have you owned your business in Lindon?

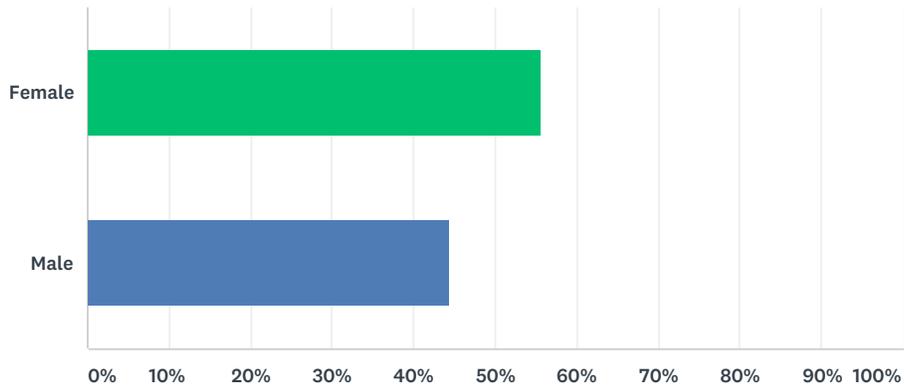
Answered: 52 Skipped: 312



ANSWER CHOICES	RESPONSES	
Less than 2 years	21.15%	11
2-5 years	9.62%	5
6-10 years	17.31%	9
11-20 years	32.69%	17
Over 20 years	19.23%	10
<b>TOTAL</b>		<b>52</b>

### Q40 Are you female or male?

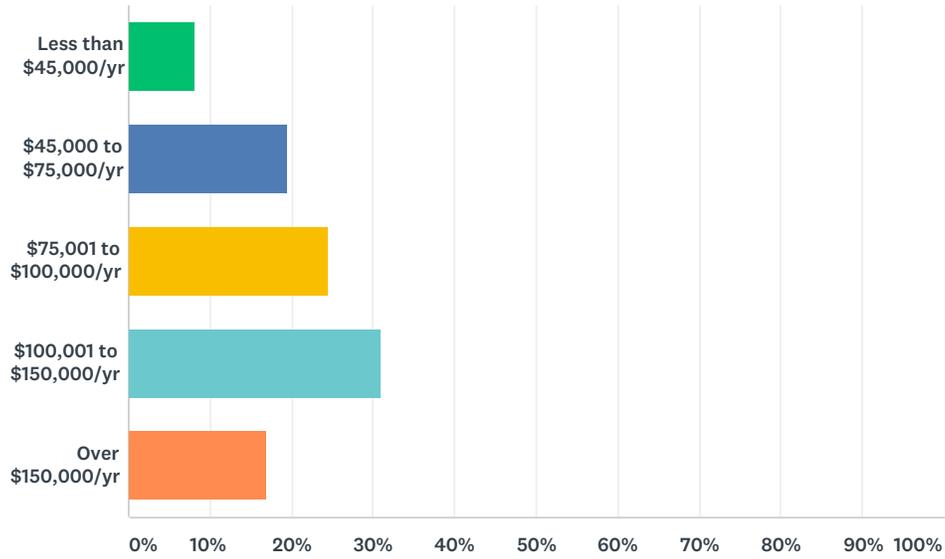
Answered: 338 Skipped: 26



ANSWER CHOICES	RESPONSES
Female	55.62% 188
Male	44.38% 150
TOTAL	338

## Q41 What is your family household income?

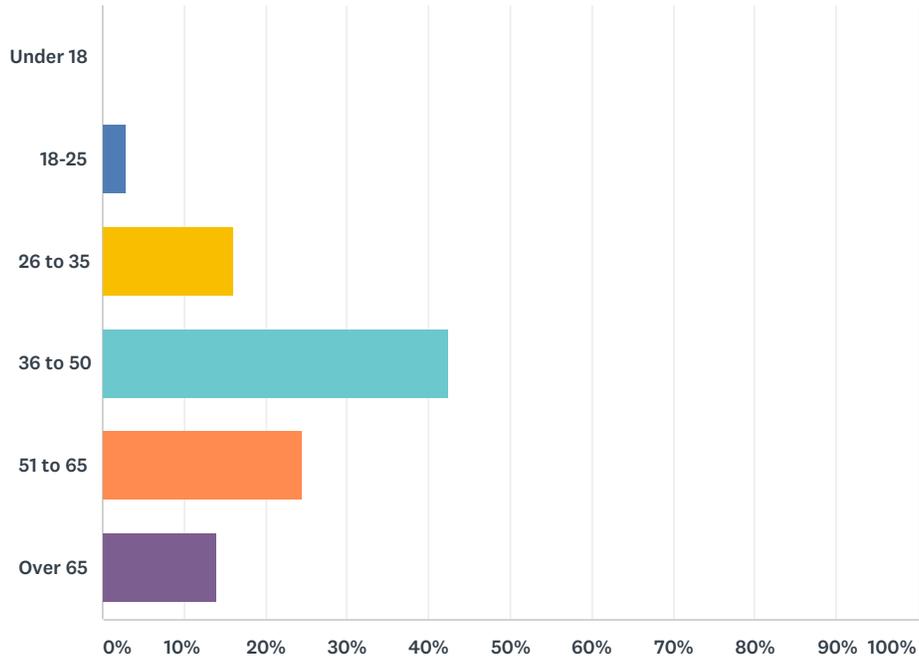
Answered: 319 Skipped: 45



ANSWER CHOICES	RESPONSES	
Less than \$45,000/yr	8.15%	26
\$45,000 to \$75,000/yr	19.44%	62
\$75,001 to \$100,000/yr	24.45%	78
\$100,001 to \$150,000/yr	31.03%	99
Over \$150,000/yr	16.93%	54
<b>TOTAL</b>		<b>319</b>

### Q42 What is your age?

Answered: 335 Skipped: 29



ANSWER CHOICES	RESPONSES
Under 18	0.00% 0
18-25	2.99% 10
26 to 35	16.12% 54
36 to 50	42.39% 142
51 to 65	24.48% 82
Over 65	14.03% 47
<b>TOTAL</b>	<b>335</b>

**7. Discussion Item — Land Use Approvals and Development Process Overview** *(20 minutes)*

Lindon City Planning & Economic Development Director, Hugh Van Wagenen, will review general processes and fees involved in various land use applications and development/construction steps necessary within Lindon City. This is an informative discussion item only. No motions will be made.

See attached handouts. Director Van Wagenen will present this overview for informative purposes.

**No motion needed.**



## Development Costs that may be applicable to your project:

*Coordinated through or paid to Lindon City*

- **Land Use Application fee:** varies
- **Review fees beyond those covered by Land Use Application fee:** \$80/hr
- **Water shares**
  - Residential: ~\$20,000/acre
  - Non-residential: ~10,000/acre
- **Utah County Recording Fees**
  - Plat: \$30 per sheet plus \$1 per lot; check made out to Utah County
  - Plat: \$25 to Lindon City
  - Storm Water Maintenance Agreement: ~\$26
  - Other documents (CCRS/Declarations, etc): per County fee schedule
- **Construction Phase Services Fee**
  - Per lineal foot of street frontage, partially improved: \$3.55
  - Per lineal foot of street frontage, unimproved: \$7.10
  - Per acre (site plans): \$1,200 + \$1,250/acre (max \$15,000)
  - Per lineal foot of off-site infrastructure: \$2.37
- **Street light installation fee**
  - Esplanade LED: ~\$9,000/each
  - Washington LED: ~\$6,000/each
  - Granville LED: ~\$5,500/each
- **Building**
  - Application deposit: \$100/residential, \$300/commercial
  - Permit fee (based on valuation of project): ~\$4,000 for \$300,000 home
  - **Impact Fees** (paid upon approval of building permit):
    - Culinary Water: \$1,557.00/1 inch
    - Sewer: \$1,086/ERU
    - Storm Water: \$799/ERU
    - Street (if applicable): based on trip generation by use



- Parks, Recreation, Trails:
  - Single Family: \$4,500
  - All other housing per unit: \$1,500
- Fire
  - Residential Unit: \$152
  - Non-residential (per 1000 SF floor space)
    - Commercial: \$78
    - Industrial: \$31
- Police
  - Residential Unit: \$162
  - Non-residential (per 1000 SF floor space)
    - Commercial: \$84
    - Industrial: \$41

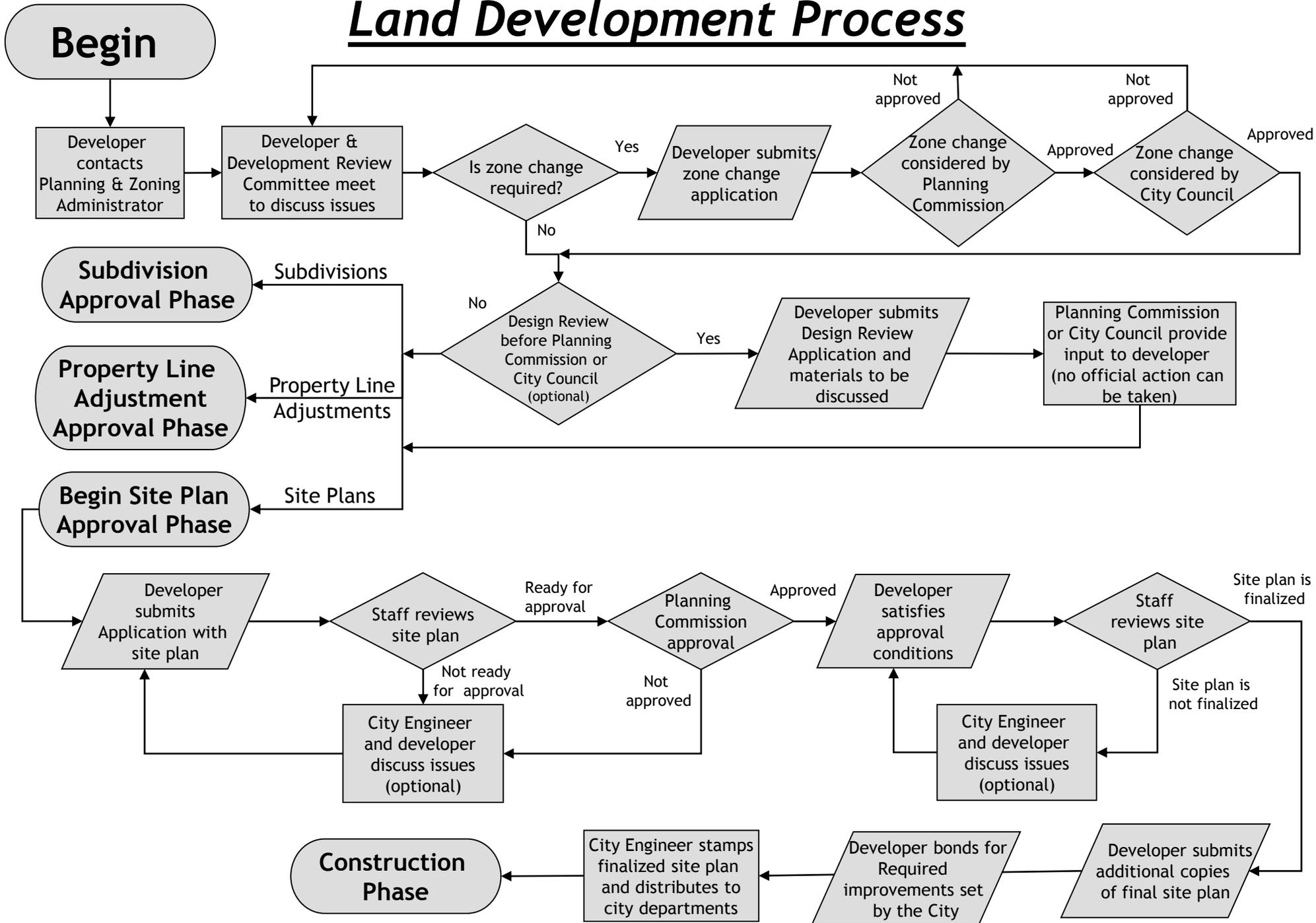
*Not coordinated through or paid to Lindon City*

- Engineering/Surveying/Architecture design of project
- Construction costs for site or subdivisions improvements including streets, curb, gutter, sidewalk, etc.\*
- Fees for utility services such as natural gas, electricity, telecommunications lines, etc.

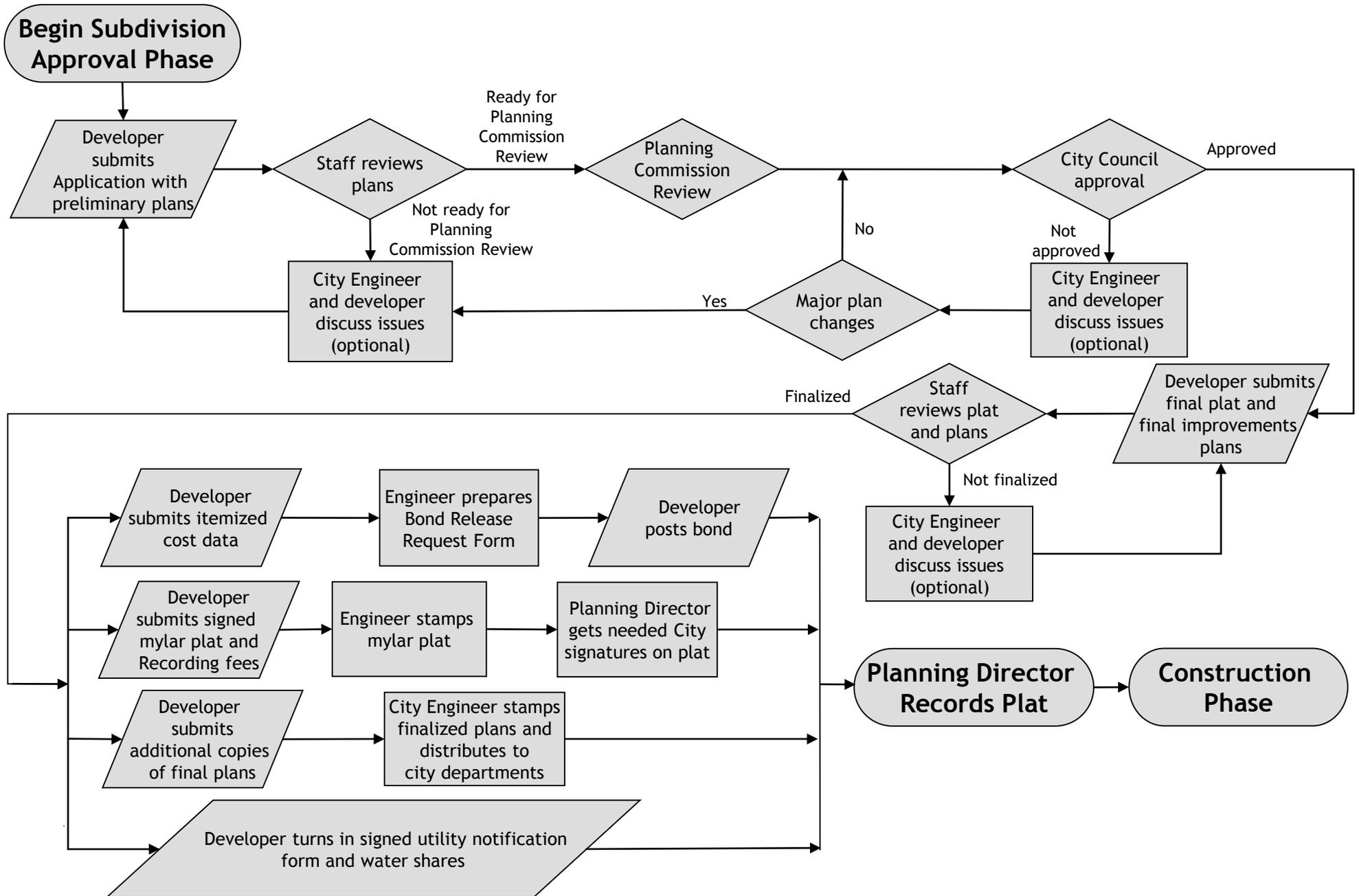
Please note that this is not an exhaustive list and the prices are subject to change. This list is meant as an aid in projecting project costs only; actual costs may vary. 11/2017

\*Financial guarantees that such improvements will be constructed and warrantied for one (1) year may be required prior to certain City approvals such as plat recording, certificate of occupancy, acceptance of improvements, etc.

# Land Development Process

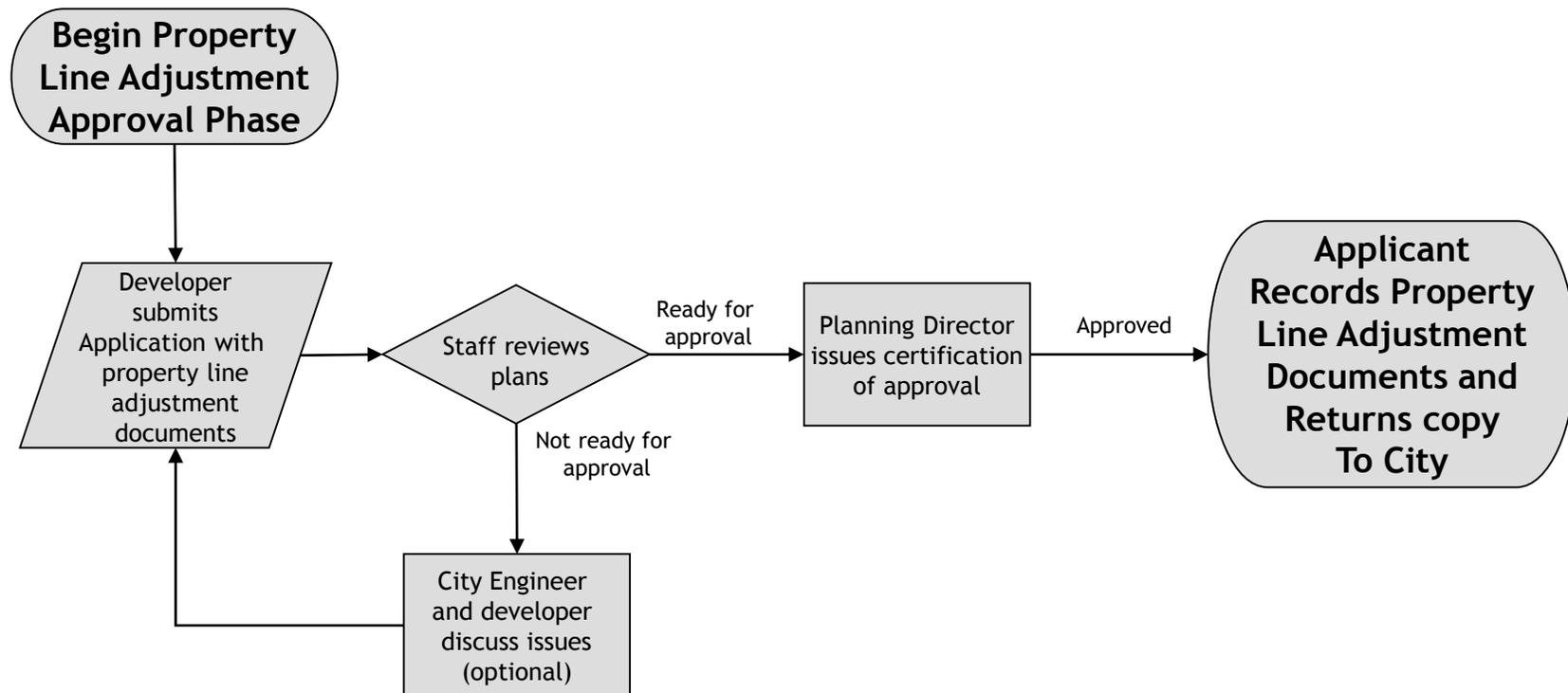


# Land Development Process- Subdivision Approval Phase

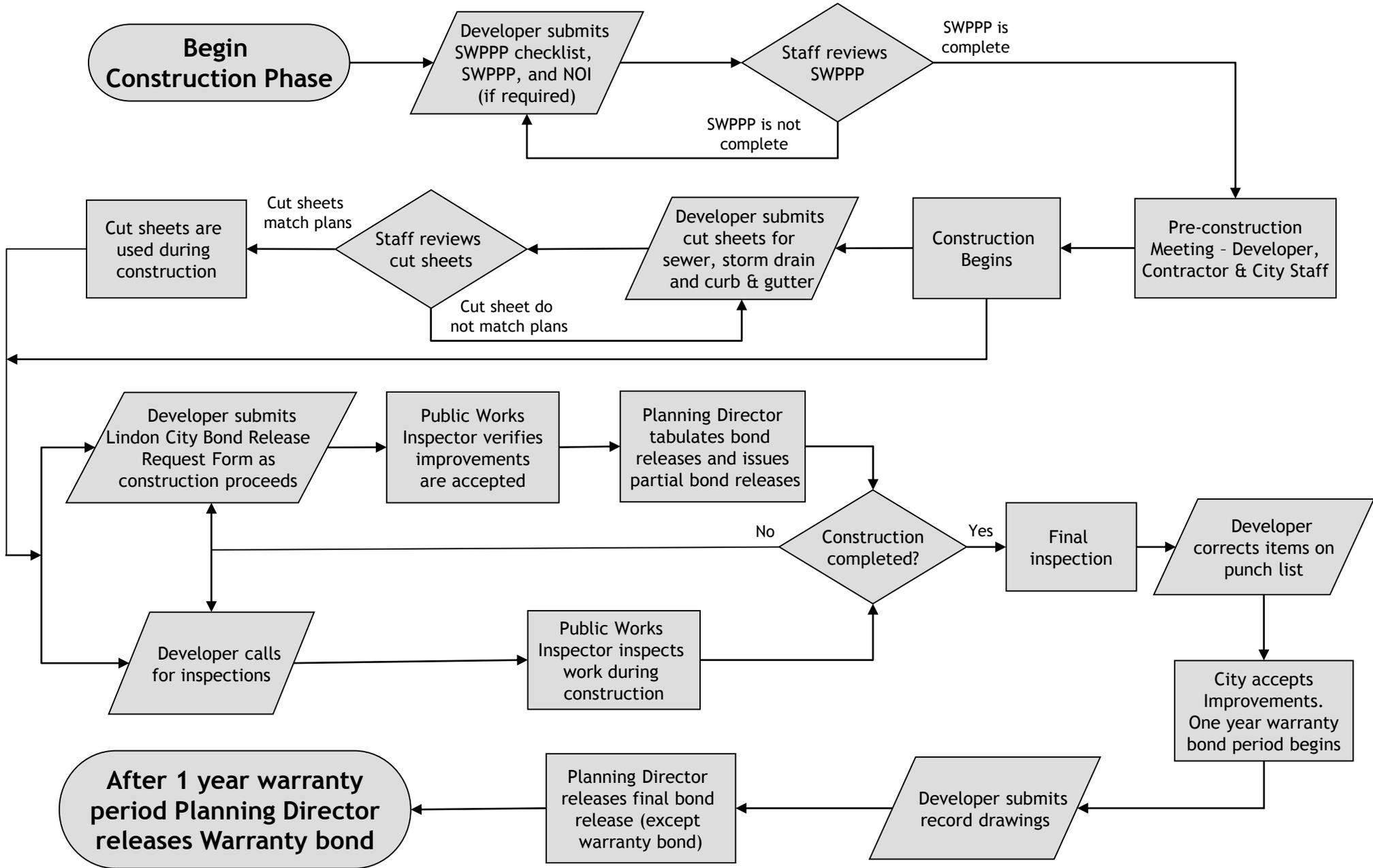


# Land Development Process

## Property Line Adjustment Approval Phase



# Construction Phase



## 8. Review & Action — Air Quality Monitoring Stations

(15 minutes)

The City Council will consider whether to purchase and install a few air quality monitoring stations at various locations in the City. The monitoring devices provide real-time air quality data available on [www.purpleair.com](http://www.purpleair.com)

Lindon City received information from UTOPIA that they are able to install air quality monitoring devices at their utility cabinet locations throughout Lindon. The devices will connect to [www.purpleair.com](http://www.purpleair.com) (see Map tab) for real-time air quality measurements available to the public. Many of these cabinets are located in parks, road shoulders, or next to other utility boxes. UTOPIA indicated a cost of \$500 to have them purchase and install the monitoring device with an additional \$7 per month recurring fee for internet service and maintenance as needed.

Devices can be purchased directly through the purpleair website for a cost of \$229 each <https://www.purpleair.com/sensors> and could be installed by our own staff and connected via WiFi at a few of the City buildings. This is a cheaper option with no recurring maintenance fee if only 2 or 3 monitoring devices are desired. We expect one could be installed at the City Center, Community Center, and Public Works buildings – which all have WiFi connection ability.

**Sample Motion:** I move to (approve, continue, deny) purchase and installation of air quality monitoring stations not to exceed \_\_\_\_\_ (quantity and/or price).

**9. Review & Action — Update to Employee Policy & Procedures Manual; Res. #2018-5-R**

*(15 minutes)*

The City Council will consider Resolution #2018-5-R updating various portions of the Lindon City Policies and Procedures Manual including employee probationary time periods and merit increase, donation of sick leave time to other employees, and updating the list of exempt positions to include the City Engineer position.

See attached Resolution and proposed changes to the policy manual. The entire manual is available for viewing at this link: [https://media.rainpos.com/442/lindon\\_city\\_policy\\_manualadoptedapril182017.pdf](https://media.rainpos.com/442/lindon_city_policy_manualadoptedapril182017.pdf)

**Sample Motion:** I move to (approve, continue, deny) Resolution #2018-5-R updating the Lindon City Policies and Procedures Manual.

**RESOLUTION NO. 2018-5-R**

**A RESOLUTION APPROVING UPDATED POLICIES AND PROCEEDURES FOR LINDON CITY EMPLOYEES, TO BE INCLUDED IN THE LINDON CITY POLICIES AND PROCEDURES MANUAL, AND SETTING AN EFFECTIVE DATE.**

WHEREAS, Lindon City desires to amend its employee Policies and Procedures to conform with current practices and laws of the State of Utah; and

WHEREAS, enactment of new and updated Policies and Procedures will ensure fair and legal practices that will govern the employee practices and job functions for the City; and

WHEREAS, the creation of the new and updated policies will benefit the City, its employees, and the public for which it serves.

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

**Section 1.** The Lindon City Policies and Procedures Manual is hereby amended and approved to include updated Policies and Procedures, attached as ‘Exhibit A’.

**(see Exhibit A)**

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

Adopted and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

By \_\_\_\_\_  
Jeff Acerson, Mayor

Attest:

By \_\_\_\_\_  
Kathryn A. Moosman, City Recorder

SEAL:

## Exhibit A

### Lindon City Policies and Procedures Manual updates as follows:

#### 5.23.4 Cost Sharing

In specific situations, and with Department Head approval, employees using a cell phone in the course of their duties may use their personal cell phone on a personal account for City business. In this case, the City will reimburse the employee \$10 per month to compensate for cost associated with City business.

With Department Head approval, some ~~E~~employees may ~~choose to use~~ a cell phone issued and paid for by the City. It is understood that personal calls, emails, text messages, etc may occur on the City issued phone and the City permits such personal use of the city issued cell phone. In this case, the employee will pay \$10 per month through payroll deduction to compensate for the City for the cost of personal use of the cell phone.

If an employee is provided a City issued cell phone and desires an upgraded or more expensive phone, the employee is responsible to pay the cost difference between a base model phone, as determined by the City, and the upgrade phone. The payment by the employee may be in the form of upfront payment or withholding from regular paychecks. The phone remains the property of Lindon City except as follows:

- 1) If the phone is no longer needed, or the employee leaves employment of the City, and the phone has remaining trade-in or resale value the City will trade-in or sell the phone and the employee will be repaid a proportional amount of the trade-in or resale value based on the proportion of the original cost of the phone for which the employee paid; or
- 2) If the phone is no longer needed and determined to have no trade-in or resale value, and if declared surplus property by the Department Head, it may be kept by the employee.

---

#### 5.7.1 Exempt Employees

The following positions have been designated as being exempt positions based on FLSA employment standards: City Administrator, Planning and Economic Development Director, Finance Director, Chief Building Official, Chief of Police, Parks & Recreation Director, Public Works Director, City Engineer, Justice Court Judge, and any other established Department Head positions.

Exempt employees are classified as Administrative Staff as defined in FLSA Section 54. Administrative Staff are expected to supervise their own activities, as well as the activities of those under their supervision. Administrative Staff reports to the Governing Body through the City Administrator. Administrative Staff is responsible to carry out established policies of the City and decisions of the Governing Body as handed down through the City Administrator.

Exempt positions will be reviewed periodically to determine whether or not exempt status should be withdrawn based on changes in duties and related factors.

Where services are obtained through contract or agreement with professional firms, such as attorney, engineer, accountant, etc., the terms of such contract or agreement will apply.

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## Merit Increases

**6.1.2(1)** A regular full time or regular part time employee may qualify for a merit (step) increase effective January 1 each year, based on the following criteria:

- a) After an annual performance evaluation employees will be eligible for a full or partial merit increase as approved by the City Council based on the following Performance Evaluation criteria:
  - Employees currently working in Step 1 through Step 5 on the pay scale will be moved to the next step on the pay scale for an evaluation score of 6.0 average or better.
  - Employees currently working between the Mid and High steps in their respective pay range will be eligible to receive the full merit increase or a partial merit increase at the percentage approved by the City Council based on the Final Score and Merit Percent shown in Table 6.1 above.
- b) As listed in Section 6.1.10 'Salary Advancement', in the case of an exceptional employee, after full written justification and review, he or she may be moved to a higher step within the same pay range upon Department Head recommendation and Personnel Director approval; and
- c) For employees hired prior to February 6, 2018 and who are completing the probationary period, if the evaluation at the end of the probationary period shows 6.0 performance score or better, an employee may be granted a step increase. Employees hired after February 6, 2018 are eligible for a step increase on January 1st after completion of their probationary period.
- d) ~~Performance Evaluation Forms are found in Appendix A.~~ An employee may not receive a merit/step increase while on probation.

2. Performance Evaluation Report forms with evaluation criteria are found in Appendix A.

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### 6.1.10 Salary Advancement

Increases within the same pay range based on the meritorious or superior performance of job duties as indicated by a performance evaluation are available upon recommendation of the Department Head and Personnel Director. A "Salary Advancement" is separate from a "Merit Increase." ~~Salary advancements are available only within the current pay range identified for the position in the Salary Scale.~~ Advancement above an existing pay range is considered a job pay reclassification and can only be approved by the City Council after recommendation by the Personnel Director.

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### 6.2.3 Reclassification

1. If the duties and responsibilities of a position change significantly, the Department Head should submit a written request for reclassification to the Personnel Director. The

Personnel Director will perform an analysis of the position and make a final recommendation for or against reclassification, with final approval made by the City Council.

2. If circumstances arise requiring removal of a position from the Staffing Plan, job security shall be attempted by:
  - a. Returning the employee to a previous position, if possible;
  - b. Promoting the employee based on merit and qualification, if reasonable;
  - c. Transferring the employee to another department to fill a position for which the employee is qualified or may become qualified, if possible; or
  - d. Terminating the employee if none of the above alternatives is feasible.

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#### 6.8.8 Donation of Sick Leave

Employees may donate accrued sick leave to another employee. Requests for donation of sick leave should be made only in extraordinary circumstances, such as an extended illness or serious injury of an employee or an immediate family member of an employee covered under the sick leave policy. The employee requesting donation of sick leave from other employees should initiate the request by submitting the Sick Leave Donation Request Form, found in Appendix A, to the City Administrator. The City Administrator will disseminate the request to employees through Department Heads. Any employee who wishes to donate sick leave to the employee making the request will fill out the donor portion of the request form and return it to the Department Head. All donations of sick leave will be kept confidential.

~~Requests for donation of sick leave should be made only in extraordinary circumstances, such as an extended illness or serious injury of an employee or an immediate family member of an employee covered under the sick leave policy. Donated sick leave will be available only after the employee has exhausted all other paid leave, including sick leave, vacation leave and compensatory time off. All donations of sick leave will be kept confidential.~~

Use of donated sick leave is subject to the following:

1. Donated sick leave will be available only after the employee has exhausted all other paid leave including sick leave, vacation leave and compensatory time off.
2. FMLA time starts automatically after three days of donated sick leave use and runs concurrently with use of donated sick leave time.
3. Use of donated sick leave may not exceed 90-days in any 12-month consecutive period.
4. An employee may only request donated sick leave once in any 12-month consecutive period.

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#### 7.4 RANDOM TESTING

All employees shall be subject to random drug and alcohol testing. ~~In accordance with federal regulations~~ In addition, employees who are required to possess a commercial driver's license (CDL) shall be subject to random drug and alcohol testing in accordance with federal regulations.

Testing dates shall be unpredictable and shall be spread reasonably throughout the year. ~~Fifty (50) percent of employees in this CDL pool shall be tested annually for drugs and twenty-five (25) percent annually for alcohol.~~

The selection process for random testing shall be based on a scientifically valid method (i.e. a computer-based random number selection system.)

Employees participating in a random drug and alcohol test shall be required to sign a consent and medical release authorization form before being tested. For employees under 18 years of age, the consent and medical release form shall be signed by the employee's parent or legal guardian.

If the results of the drug or alcohol test are positive, the employee shall be subject to disciplinary action, up to and including termination, pursuant to this policy and the City's personnel policies and procedures.

**10. Council Reports:**

- A) MAG, COG, UIA, Utah Lake Commission, ULCT, NUVAS, IHC Outreach, Budget Committee
- B) Public Works, Irrigation/water, City Buildings
- C) Planning, BD of Adjustments, General Plan, Budget Committee
- D) Parks & Recreation, Trails, Tree Board, Cemetery
- E) Public Safety, Court, Lindon Days, Transfer Station/Solid Waste
- F) Admin., Community Center, Historic Comm., PG/Lindon Chamber, Budget Committee

*(20 minutes)*

- Jeff Acerson
- Van Broderick
- Matt Bean
- Carolyn Lundberg
- Daril Magleby
- Jacob Hoyt

## **I I. Administrator's Report**

*(10 minutes)*

### **Misc Updates:**

- February newsletter: <https://media.rainpos.com/442/february18final.pdf>
- March newsletter article: **Matt Bean** - Article due to Kathy last week in February
- Recycling pick up week will be switched starting April 6th. So recycling will get picked up on March 30th then again the next week on April 6th and then every other week going forward from that April 6th date.
- Republic Services submitted garbage / recycling rate increase & contract extension proposal – to be reviewed at next Council meeting.
- Misc. Items:

### **Upcoming Meetings & Events:**

- January 29<sup>th</sup> through March 8<sup>th</sup> - Utah Legislature in session.
- February 8<sup>th</sup> @ 6:00pm – Budget Kickoff Meeting w/Council and Department Heads
- February 19<sup>th</sup> – offices closed for Presidents Day
- April 6<sup>th</sup>-14<sup>th</sup> Spring Clean-up – (dumpsters available throughout City)
- April 25<sup>th</sup>-27<sup>th</sup> – ULCT Spring Conference in St. George

# **Adjourn**