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

**MOBILE TOUR – 6:00 P.M.**

Conducting: Mayor Jeff Acerson

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

**ABSENT**
Carolyn Lundberg, Councilmember
Jacob Hoyt, Councilmember

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

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

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

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

**REGULAR SESSION – 7:00 P.M.**

Conducting: Jeff Acerson, Mayor
Pledge of Allegiance: Mike Jorgensen
Invocation: Dustin Sweeten, Councilmember
1. **Call to Order/Roll Call** – The meeting was called to order at 7:00 p.m.

2. **Presentations/Announcements** –
   a) **Mayor/Council Comments** – There were no announcements at this time.

3. **Approval of Minutes** – The minutes of the regular meeting of the City Council meeting of November 21, 2017 were reviewed.

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

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

   THE MOTION CARRIED UNANIMOUSLY WITH ONE ABSENT.

4. **Consent Agenda** – No items.

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

**CURRENT BUSINESS**

6. **Action Item — Financial Audit Report for Fiscal Year 2016-17.**

   Representatives from Keddington & Christensen, LLP and Lindon City Finance Director, Kristen Colson, will present for the Mayor and Council’s acceptance the city’s annual financial audit report, included as part of the Comprehensive Annual Financial Report (CAFR), for fiscal year ended June 30, 2017.

   Adam Cowie, City Administrator, led this agenda item by explaining in accordance with State Law, the City is required to annually have a complete financial audit performed by an independent auditing firm, Keddington & Christensen, LLP.
(K&C) has performed the audit for the 2016-17 fiscal year ending June 30, 2017. He noted over the past several weeks their firm has been reviewing the City’s financial records, policies, and procedures. He mentioned there are two findings from the audit that will be reviewed and explained tonight. Mr. Cowie stated staff recommends that the City Council accept the FY 2016-17 audit as presented. He then turned the time over to Angie Broadhead, and Tyson Davenport representing K&C and Kristen Colson, Lindon City Finance Director, to present the audit report and to answer any questions.

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

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

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

1. Minutes on the Public notice website should be posted within 3 days after approval.
2. Regarding public hearings for budget amendments. When a budget amendment
or adoption there must be a public hearing posted 7 days before the public hearing. 2017 and one was not made.

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

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

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

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

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

THE MOTION CARRIED UNANIMOUSLY WITH ONE ABSENT.


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

Mr. Cowie introduced Jessica Reimer and Tom Metcalf representing HEAL Utah. Ms. Reimer gave an overview explaining HEAL Utah is an organization that supports air quality improvements by requiring diesel vehicle emission testing. She then referenced the materials provided from HEAL Utah. She explained HEAL Utah’s Background including Utah’s Air Quality Challenges, Diesels in Utah County, Why Test the Diesels, and the Diesel Emissions Testing Bill. She also explained HEAL’s Campaign that includes Clean Air, Renewable Energy, and Nuclear issues. She also went over Utah’s Air Quality and why it is one of the worst in the Country noting 48% comes from motor vehicles and 39% from small pollution sources (i.e., dry cleaners, gas stations, fireplaces
etc.) and 13% from point source such as a factory, mine, or refinery. She explained where Utah’s air pollution come from and particulate matter. She noted Utah County is at PM2.5 Emissions Sources (tons/year) Utah County NOx Emissions Sources (tons/year). This poses unique challenges that require unique solutions. Lindon Diesels = 241 with a 38,470 Annual Average Daily Traffic (AADT) for Highway 89 (2015).

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

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

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

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

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

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

Mayor Acerson pointed out following review the council needs to either take action if they in support of this initiative to make sure Utah County has a check and
balance system where emissions are checked on diesel vehicles or continue it to a future meeting.

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

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

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

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

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

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

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

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

THE MOTION CARRIED THREE TO ONE WITH ONE ABSENT.

8. Public Hearing — Ordinance Change; Lindon City Code 17.51; Ord. 2017-16-O. This item was continued from the November 21, 2017 Council meeting.

Per request by the Lindon City Council, the Planning Commission has reviewed and recommends amendments to LCC 17.51 ‘Commercial Farm Zone’ with updates to setbacks, minimum acreage, permitted uses, etc.
COUNCILMEMBER BRODERICK MOVED TO OPEN THE PUBLIC HEARING. COUNCILMEMBER LUNDBERG SECONDED THE MOTION. ALL PRESENT VOTED IN FAVOR. THE MOTION CARRIED.

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

Mr. Van Wagenen explained upon review, the Planning Commission recommended the following changes:
1. Requirement for a residence on-site that is owner occupied.
2. Increased setback distances to either the property line or to the nearest residential structure for commercial buildings
3. Additional parking lot buffering and screening
4. Specific noise limits for daytime and nighttime activity

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

Mayor Acerson called for any public comment at this time. Mr. Mike Jorgensen questioned if this zone amendment will apply to them as they are already approved for the zone. Mr. Van Wagenen confirmed this will apply to his conditional use permit and stated anything moving forward will have to meet the new standards (any project in a Commercial Farm Zone). Mr. Jorgensen also spoke on the items he has issues with including the owner-occupied requirement and the setbacks. He pointed out his application was in before these changes took place and he feels these changes should be
applied fairly to all. Mayor Acerson called for any further public comments. Hearing none he called for a motion to close the public hearing.

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

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

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

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

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

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

Mayor Acerson called for any further comments or discussion from the Council. Hearing none he called for a motion.
COUNCILMEMBER SWEETEN MOVED TO APPROVE ORDINANCE AMENDMENT 2017-16-O AS PRESENTED. COUNCILMEMBER BRODERICK SECONDED THE MOTION. THE VOTE WAS RECORDED AS FOLLOWS:

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

THE MOTION CARRIED UNANIMOUSLY WITH ONE ABSENT.

Councilmember Hoyt arrived to the meeting at 9:10 pm

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

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

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

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

Mr. Cowie further explained if the Council wants to move forward after that point the city will schedule public open houses in early 2018 to present the proposed fees and 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. He noted staff is looking for direction only tonight with no motions required as this item is for discussion only.

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

- What is a Transportation Utility Fee
Mr. Gordon also noted other Utah cities using or considering TUFs as follows:
- Provo • Adopted 11/2013
- Pleasant Grove • Considered a TUF a couple of years ago, but has not adopted
- Mapleton • Adopted 7/2016
- Highland • Adopted 5/2017
- South Weber City • Adopted 6/2017
- Vineyard • City Code
- Salt Lake City • Considering adopting a TUF

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

Mr. Gordon noted anything remaining goes toward road maintenance with a very minimal amount annually from Class C funds being put towards actual surface treatments other than crack sealing. The City has therefore traditionally supplemented the Road Fund with General Funds (sales tax, property tax, franchise taxes) to whatever affordable amount the Council approves. During the recession it was hardly anything and over the last few years it has been in the hundreds of thousands of dollars. He also referenced the amounts the City Council approved to supplement roads from the General Fund in past years as follows:
- FY2015-16 - $66,000
- FY2016-17 - $800,000
- FY2017-18 - $500,000

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

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

10. Closed Session — Closed Session to Discuss the Sale of Real Property. The City Council will enter into a closed executive session to discuss the potential sale of real property per Utah Code 52-4-205. This session is closed to the general public.
COUNCILMEMBER HOYT 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 SWEETEN SECONDED THE MOTION. THE VOTE WAS RECORDED AS FOLLOWS:

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

THE MOTION CARRIED UNANIMOUSLY.

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

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

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

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

Mr. Cowie went on to say she also has a key role in the planning and execution of many city events and senior center functions and has been very successful in her assigned duties and has helped to grow the uses and programming at the Community Center and increased involvement of citizens in city activities. He noted that management staff has discussed this new leadership role with Ms. Silvey and she is willing to take on supervisory responsibilities within the Department as a ‘Recreation Supervisor’ with a new job description, wage reclassification and adjustment with pay comparable to similar positions in other cities throughout Utah. He then presented an updated department hierarchy chart followed by some general discussion.
Mayor Acerson called for any further comments from the Council. Hearing none he called for a motion.

COUNCILMEMBER HOYT MOVED TO APPROVE THE PROPOSED JOB RECLASSIFICATION AND PAY ADJUSTMENT FOR HANNAH SILVEY AS THE NEW RECREATION SUPERVISOR. COUNCILMEMBER LUNDBERG SECONDED THE MOTION. THE VOTE WAS RECORDED AS FOLLOWS:

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THE MOTION CARRIED UNANIMOUSLY.

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

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

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

Mr. Cowie concluded in light of these financial indicators, staff recommends that the City Council approve a merit increase for city employees. He noted the merit increase would only be for employees who qualify through their performance evaluations and would be a maximum of a one-step increase on the wage schedule or 3.0% for employees that are not a step, but in the mid-high range. The increase would be effective January 1, 2018. He then referenced the maximum fiscal impact of the merit increase on both wages and benefits followed by some general discussion.
Mayor Acerson called for any further comments or discussion from the Council. Hearing none he called for a motion.

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

- COUNCILMEMBER BEAN  AYE
- COUNCILMEMBER LUNDBERG  AYE
- COUNCILMEMBER BRODERICK  AYE
- COUNCILMEMBER HOYT  AYE
- COUNCILMEMBER SWEETEN  AYE

THE MOTION CARRIED UNANIMOUSLY.

13. COUNCIL REPORTS:

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

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

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

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

Councilmember Sweeten – Councilmember Sweeten reported nothing to report.

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

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

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

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

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 11:10 PM. COUNCILMEMBER SWEETEN SECONDED THE MOTION. ALL PRESENT VOTED IN FAVOR. THE MOTION CARRIED.

Approved – December 19, 2017

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Kathryn Moosman, City Recorder

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Jeff Acerson, Mayor