



CITY OF OREM
CITY COUNCIL MEETING
56 North State Street, Orem, Utah
May 28, 2019

*This meeting may be held electronically
to allow a Councilmember to participate.*

3:00 P.M. WORK SESSION - CITY COUNCIL CONFERENCE ROOM

TOUR - Canyon Park Tech Center Improvements (90 min)

The Muller Company is investing significant capital into the revitalization of the Canyon Park Tech Center. The tour will include new office suites, management offices, and park amenities.

Presenter: Ryan Clark and Justin Farnsworth, General Manager of Canyon Park Tech Center

DISCUSSION - Rooftop Solar Permitting (30 min)

The City Council will discuss the permitting of rooftop solar equipment.

Presenter: Sam Lentz and Development Services Staff

UPDATE - Fitness Center Project (10 min)

The City Council will be updated on the progress of the Orem Fitness Center Project

1. AGENDA REVIEW

The City Council will review the items on the agenda.

2. PREVIEW UPCOMING AGENDA ITEMS

Staff will present to the City Council a preview of upcoming agenda items.

3. CITY COUNCIL REPORTS (BOARDS & COMMISSIONS, NEW BUSINESS, ETC.)

This is an opportunity for members of the City Council to raise issues of information or concern.

6:00 P.M. REGULAR SESSION - COUNCIL CHAMBERS

4. CALL TO ORDER

5. INVOCATION/INSPIRATIONAL THOUGHT: BY INVITATION

6. PLEDGE OF ALLEGIANCE: BY INVITATION

7. MAYOR'S REPORT/ITEMS REFERRED BY COUNCIL

7.1. UPCOMING EVENTS

For Review

[Upcoming Events.pdf](#)

7.2. REPORT - Summerfest Committee

The Summerfest Committee will provide an annual update of the Committee and invite the City Council to attend the City's Summerfest celebration.

Presenter: Steven Downs and Shawn Lalliss, Summerfest Committee Chair

8. PERSONAL APPEARANCES – 15 MINUTES

Time has been set aside for the public to express their ideas, concerns, and comments on items not scheduled as public hearings on the Agenda. Those wishing to speak are encouraged to show respect for those who serve the city. Comments should focus on issues concerning the city. Those wishing to speak should have signed in before the beginning of the meeting. (Please limit your comments to 3 minutes or less.)

9. CONSENT ITEMS

9.1. APPROVAL OF MEETING MINUTES

Minutes of City Council Meeting - May 14, 2019

[05.14.2019.ccmn DRAFT.pdf](#)

10. SCHEDULED ITEMS

10.1. ORDINANCE – Approving the Amounts to be Awarded to the CARE Grant Recipients for the 2019 CARE Granting Round

The Deputy City Manager recommends the City Council, by ordinance, approve the amounts to be awarded to CARE grant recipients for the 2019 granting round.

Presenter: Steven Downs

[ORD--CARE 2019.pdf](#)

11. COMMUNICATION ITEMS

11.1. MONTHLY FINANCIAL SUMMARY - April 2019

For Review

[Monthly Financial Summary - Apr 2019.pdf](#)

12. CITY MANAGER INFORMATION ITEMS

This is an opportunity for the City Manager to provide information to the City Council. These items are for information and do not require action by the City Council.

13. ADJOURN TO A MEETING OF THE REDEVELOPMENT AGENCY

OREM REDEVELOPMENT AGENCY - CITY COUNCIL CHAMBERS

14. RDA CONSENT ITEMS

14.1. APPROVAL OF RDA MEETING MINUTES

Minutes of Redevelopment Agency Meeting - May 14, 2019
[2019-05-14.RDAmin_DRAFT.pdf](#)

14.2. ANNUAL REVIEW - Redevelopment Agency of the City of Orem (RDA) Bylaws

The RDA Bylaws stipulate that the bylaws "shall be reviewed by the Board of Directors at each annual meeting" and may be amended "by majority vote of the Board of Directors of the Authority at a regular or special meeting." The Chief Executive Officer is not recommending any changes to the bylaws at this time, and recommends the Board of Directors adopt the bylaws as written.
[RDA Bylaws.pdf](#)

15. RDA SCHEDULED ITEMS

15.1. PUBLIC HEARING

RESOLUTION - Adopt Redevelopment Agency of the City of Orem (RDA) FY 2019-2020 Budget and Amend FY 2018-2019 Budget

The Chief Executive Officer of the Redevelopment Agency of the City of Orem (RDA) recommends the Board of Directors, by resolution, approve and adopt the Fiscal Year 2019-2020 Budget and amend the Fiscal Year 2018-2019 Budget. On May 14, 2019, the Board of Directors received the RDA Tentative Budget for Fiscal Year 2019-2020. The purpose of this hearing is to receive input from the citizens, make any changes, approve, and adopt the budget for Fiscal Year 2019-2020, and amend the Fiscal Year 2018-2019 Budget.

Presenter: Brandon Nelson & Richard Manning

[RES--Final_Budget--RDA--2020_-_With_Amendment.hjs reviewed.5.21.2019.docx](#)
[Budget - FY 2020 - RDA - Tentative.pdf](#)

16. ADJOURN TO A MEETING OF THE SPECIAL SERVICE LIGHTING DISTRICT

OREM SPECIAL SERVICE LIGHTING DISTRICT - CITY COUNCIL CHAMBERS

17. SSLD CONSENT ITEMS

17.1. APPROVAL OF SSLD MEETING MINUTES

Minutes of Special Service Lighting District Meeting - May 14, 2019
[2019-05-14.SSLDmin_DRAFT.pdf](#)

17.2. ANNUAL REVIEW - Special Service Lighting District of the City of Orem (SSLD) Bylaws

The SSLD Bylaws stipulate that the bylaws "shall be reviewed by the Board of Directors at each annual meeting" and may be amended "by majority vote of the Board of Directors of the Authority at a regular or special meeting." The Chief Executive Officer is not recommending any changes to the bylaws at this time, and recommends the Board of Directors adopt the bylaws as written.

18. SSLD SCHEDULED ITEMS

18.1. PUBLIC HEARING

RESOLUTION - Adopt Special Service Lighting District of the City of Orem (SSLD) FY 2019-2020 Budget

The Executive Director recommends the SSLD Board hold a public hearing then by resolution adopt the Fiscal Year 2019-2020 Budget. On May 14, 2019, the Board of Directors received the SSLD Tentative Budget for Fiscal Year 2019-2020. The purpose of this hearing is to receive input from the citizens, make any changes, approve, and adopt the Budget for Fiscal Year 2019-2020.

Presenter: Richard Manning & Brandon Nelson

[Budget - FY 2020 - SSLD - Tentative.pdf](#)

19. ADJOURN TO A MEETING OF MUNICIPAL BUILDING AUTHORITY OF OREM

OREM MUNICIPAL BUILDING AUTHORITY - CITY COUNCIL CHAMBERS

20. MBA CONSENT ITEMS

20.1. APPROVAL OF MBA MEETING MINUTES

Minutes of Municipal Building Authority Meeting - May 22, 2018

[2018.05.22.MBAmin.pdf](#)

20.2. ANNUAL REVIEW - Municipal Building Authority of the City of Orem (MBA) Bylaws

The MBA Bylaws stipulate that the bylaws "shall be reviewed by the Board of Directors at each annual meeting" and may be amended "by majority vote of the Board of Directors of the Authority at a regular or special meeting." The Chief Executive Officer is not recommending any changes to the bylaws at this time, and recommends the Board of Directors adopt the bylaws as written.

[MBA Bylaws.pdf](#)

21. ADJOURNMENT

**THE PUBLIC IS INVITED TO PARTICIPATE IN ALL CITY COUNCIL MEETINGS.
If you need a special accommodation to participate in the City Council Meetings and Study Sessions,
please call the City Recorder's Office at least 3 working days prior to the meeting.
(Voice 801-229-7000)**

This agenda is also available on the City's webpage at orem.org

UPCOMING EVENTS

DATE	BUSINESS AND LOCATION	TYPE	
June 1	Mountainland Continuum of Care & City of Orem..... St. Francis Catholic Church, Orem	Housing Summit	9am
June 1	City of Orem..... UVU – Sorensen Center Ballroom	Mayor’s Centennial Ball	5:30 pm
June 10-15.....	City of Orem.....	Summerfest	
June 20	City of Orem Police Hillcrest Park	Hillcrest Police Picnic	5:30 pm
June 21	Canyon Park Tech Center..... Canyon Park Tech Center	Opening Amenity Center	10:30 am
June 27	City of Orem Police Community Park	Suncrest Police Picnic	5:30 pm

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CITY OF OREM
CITY COUNCIL MEETING
56 North State Street Orem, Utah
May 14, 2019

2:30 P.M. LIBRARY HALL GROUND BREAKING

3:15 P.M. WORK SESSION – CITY COUNCIL CONFERENCE ROOM

CONDUCTING Mayor Richard F. Brunst

ELECTED OFFICIALS Debby Lauret, Sam Lentz, Tom Macdonald, Mark
Seastrand, David Spencer, and Brent Sumner

APPOINTED STAFF Jamie Davidson, City Manager; Steven Downs, Deputy
City Manager; Steve Earl, Deputy City Attorney; Karl
Hirst, Recreation Department Director; Richard Manning,
Administrative Services Director; Ryan Clark,
Development Services Director; Scott Gurney, Fire Chief;
Ned Jackson, Police Captain; Charlene Crozier, Library
Director; Chris Tschirki, Public Works Department
Director; Jason Bench, Planning Division Manager; Kena
Jo Mathews, Community Services Manager; and Jackie
Lambert, Deputy City Recorder

EXCUSED Councilman Tom Macdonald; Brenn Bybee, Assistant City
Manager

DISCUSSION – CARE Allocation Deliberations

Mr. Downs reviewed the process the CARE Advisory Commission went through to make their
recommendations for mini and mid-major grant allocations. He said it was now the City
Council's opportunity to consider those recommendations and deliberate the remainder of the
allocation for both arts and recreation.

Mrs. Lauret shared her experience in those discussions, as well as her personal recommendations
as a starting point for the deliberations. Discussion ensued regarding the unique circumstances of
this year being the City's centennial and additional money available, past allocations and current
recommendations for the major grant applicants, funding as well as fundraising and donations for
the Library Hall, and one-time versus ongoing money for specific projects and programs. Mayor
Brunst said he appreciated Mrs. Lauret's service on the CARE Advisory Commission, and said
he was comfortable with the recommendations she shared for the major grant applicants.

Mr. Downs reviewed the recommendations from the Recreation Advisory Commission for 2019
proposed allocations for recreational projects. One project identified was additional toddler
structures in Scera Park; Mr. Downs said small updates could be made now, or money could be

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reserved for a larger toddler recreation project in the future. Discussion continued about Scera Park and the possibility of sand volleyball courts, as well as the use and popularity of the Frisbee golf course in that park. Mr. Downs said he anticipated bringing final CARE recommendations forward at the next City Council meeting for adoption.

UPDATE – Geneva Road Area-wide Plan

Mr. Bench invited consultant Katie-Rose Imbriano with BRS, Inc. to join him in presenting an update on the Geneva Road Area-wide Plan. Ms. Imbriano said the funding for this plan came through the Environmental Protection Agency (EPA) and her presentation was on the final draft of the study. She gave a brief overview of the process up to this point, including the outreach strategies to engage the public, and said the completed plan would be submitted to the EPA toward the end of this month.

Ms. Imbriano reviewed the goals of the plan, and the three proposed districts along the corridor. They would each be mixed use for industrial and commercial, with no residential component to any of the three districts. She said it was important to a city's tax base to retain and protect industrial areas. They detailed the transportation network access points to ensure that all future development would follow the plan and maintain the level of service. Ms. Imbriano said they were revisit the existing zoning in the area after the plan was submitted, as the established zoning was put in place many decades before and may not fit the vision of the plan moving forward. She said the City had applied for additional grant funding to use in the implementation phase, and would likely hear soon whether that additional funding would be awarded. The final plan would be adopted as part of the City's General Plan.

There was continued discussion on public engagement with stakeholders, potential points of controversy, mitigating blight and contamination areas, land uses and zoning, and requirements for area landowners. Mr. Davidson said the surrounding communities like Provo and Vineyard that shared connection to Geneva Road hoped to improve and change the corridor in a much different way than had been discussed in the past. There was a need for more than I-15 for north/south travel, and Geneva Road could be part of the solution for the area.

Mr. Bench shared his experience presenting at a recent Region 8 EPA seminar in Denver, Colorado. He was able to share Orem's experiences and processes for the State Street Master Plan, as well as the Geneva Road Area-wide Plan, and engaging with the EPA for those plans. Mr. Clark mentioned that Mr. Bench had recently received an award from the National American Planning Association for the work done on the State Street Master plan, in particular the use of virtual reality technology in engaging and educating the public.

Agenda Review

The City Council and staff reviewed the items on the evening's agenda. The Mayor reviewed the upcoming events as listed in the agenda.

Mr. Davidson mentioned that the evening's meeting would also have meetings of the Redevelopment Agency (RDA) and the Special Service Lighting District (SSLD). The City

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Council served as the board members for both of those agencies, so they reviewed the RDA and SSLD agendas.

There was discussion on changes on a state level to RDA requirements and funding mechanisms, as well as the differences of state versus local economic development programs and generated tax revenues.

Mr. Clark gave an overview of the proposed agreements with Ken Garff Nissan and Golden Corral. He reviewed the history of auto dealerships in Orem and their expansions, and said the Ken Garff Nissan dealership was at the same critical point other dealerships had reached. Similarly, Golden Corral had a 20 year operations agreement that was coming to term and they would be required to significantly update or rebuild the location. Mr. Clark said they had worked with representatives from each group for the last several years, and felt they had found solution that worked for everyone. It involved some land swapping and shifting of frontage, a new teardrop-shaped traffic control instrument, and realignment and restriping of the ingress/egress to each business and their parking lots.

Mr. Davidson spoke briefly about the rebuild of the Orem Fitness Center, and said it was ultimately the City Council's decision what that building would be like. However, he impressed upon the Council to keep in mind the cost of the rebuild and each of the component parts. They could make changes to the proposed plan as they wished, but the "pie" (so to speak) was only so big, and changing the size of a "slice" would affect the others; adding an additional element to the building would sacrifice another element. Discussion continued about the rebuild and racquetball courts.

Preview Upcoming Agenda Items

The City Council briefly reviewed items that would be coming before the Council in future meetings. Mr. Bench shared information related to upcoming zoning items.

City Council Reports (Boards and Commissions, New Business, Etc.)

Mr. Lentz gave a report on his assignments as a City Council liaison to City and community advisory boards and commissions. He was part of the UCCU Center Board, and said the main issue facing the UCCU Center was adequate seating in the venue, but there was not available funding at this time. He discussed current areas of focus for the Natural Resources Stewardship Committee (NRSC), which included the landscaping ordinance on the evening's agenda, additional bike racks available for Summerfest, possible anti-idling ordinances to improve air quality, and HB 411 – the Community Renewable Energy Act.

Mr. Lentz shared information regarding the full build out schedule for UTOPIA, which would be available on the UTOPIA and City website, with the tentative finish date in August 2023. Utah Infrastructure Agency's strategy was to address construction in cities that were current on their optics payments first, which Orem now was. He said UIA had addressed the issue of the rocky soil areas in northwest Orem, and UIA felt there may be a higher take rate in that area as well. Discussion ensued regarding availability of fiber, take rates, and revenue generation. Mr. Lentz

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addressed the finances of UIA and loan repayment to the cities. He added that there were “backing” their own build out, including Layton, Woodland Hills, Morgan City, and Payson, and shared additional information on the details from those cities.

6:00 P.M. REGULAR SESSION – COUNCIL CHAMBERS

CONDUCTING Mayor Richard F. Brunst

ELECTED OFFICIALS Debby Lauret, Sam Lentz, Mark Seastrand, David Spencer, and Brent Sumner

APPOINTED STAFF Jamie Davidson, City Manager; Steven Downs, Deputy City Manager; Steve Earl, Deputy City Attorney; Karl Hirst, Recreation Department Director; Richard Manning, Administrative Services Director; Ryan Clark, Development Services Director; Scott Gurney, Fire Chief; Ned Jackson, Police Captain; Charlene Crozier, Library Director; Chris Tschirki, Public Works Department Director; Jason Bench, Planning Division Manager; Brandon Nelson, Finance Division Manager; Kena Jo Mathews, Community Services Manager; Pete Wolfley, Communications Specialist; and Jackie Lambert, Deputy City Recorder

EXCUSED Councilman Tom Macdonald; Brenn Bybee, Assistant City Manager

INVOCATION /
INSPIRATIONAL THOUGHT Jennifer Asplund
PLEDGE OF ALLEGIANCE John Asplund

MAYOR’S REPORT/ITEMS REFERRED BY COUNCIL

UPCOMING EVENTS

Mayor Brunst reviewed the upcoming events, as listed in the agenda packet.

REPORT – Heritage Advisory Commission

Kelly Kirkpatrick, Tech Sgt., United States Air Force and Vice Commander, American Legion Post 72, served at the Heritage Advisory Commission Chair. He invited the Mayor and Council, and all citizens, to celebrate Memorial Day with the City’s program at the Orem City Cemetery on May 27th at 9:00 a.m. The program would include a vintage WWII flyover, speakers WWII veteran Ken Baldridge and youth speaker Joseph Wendt, a flag exchange, and appearances by the UVU Army ROTC and BYU Air Force ROTC.

Mr. Kirkpatrick said the program would be approximately one hour long, and was a wonderful, patriotic way to celebrate the holiday. He hoped everyone would come out and enjoy.

PRESENTATION – Orem Centennial 100 Kind Acts Scholarships

Glory Thomas, 100 Kind Acts Committee Spokesperson and newly named Miss Orem, said Timpanogos Regional Medical Center is the donor of three \$333.00 scholarships, one per high school in Orem, for a senior student. This is part of Orem's Centennial 100 Kind Acts and goes with May's Kindness theme, "Be Kind to Teens". TURN Community Services is partnering with this effort.

The winners were:

- Orem High = Mark Jeffs
- Mountain View High = Eliza Lawyer
- Timpanogos High = Aly Hutchinson

The scholarship recipients came forward to be recognized. Each shared information about the projects they had done to qualify for the scholarships, and the opportunities they had to work with youth in Orem's community. Mayor Brunst commended them on their efforts, and took a photo with the winners.

PERSONAL APPEARANCES

Time was allotted for the public to express their ideas, concerns, and comments on items not scheduled as public hearings on the agenda. Those wishing to speak should have signed in prior to the meeting, and comments were limited to three minutes or less.

Scott Shiraso said he wished to address the new fitness center design and concept. He said he had recently moved back to Orem, and understood there were concerns about the proposal for the new fitness center. The bond to fund the rebuild had already passed, but he hoped it was not too late to address the concerns of the people. When the original Orem Fitness Center (OFC) opened, it had 14 racquetball courts to meet the demand. He said the data supporting the recommendation for only four racquetball courts seemed to be based on opinions and unseen data. He felt there needed to be a more open and transparent process in how decisions were being made.

Sylvia Sawyer said her main purpose in speaking was to point out the necessity of having at least 8 to 12 racquetball courts. She had been involved with racquetball leagues and competitions for many years, and said this was a lifelong sport with an important legacy to pass on to younger generations. Ms. Sawyer recommended 12 racquetball courts, and that the OFC hire a racquetball specialist to promote the sport.

Rob Burr said he had done medical research online about the value of racquetball in public health. He mentioned that there were five different categories of racquetball play, and only two of the five could be accommodated with a small number of courts. He felt reducing the number of racquetball courts to only four would "absolutely kill" the sport on this side of the point of the mountain. He mentioned that UVU, VASA, and the Provo Recreation Center already had limited

1 the number of courts, which made the OFC possibly the most important racquetball facility for
2 the state. Players came from all over the state and the area to utilize the courts at the OFC, and if
3 they were gone, Salt Lake County would be the only place left for racquetball.

4
5 Blair True said he had been an OFC member for many years, and one reason he played
6 racquetball was his confidence in having a court available when he showed up and always a
7 group of players he could join. When he lived in Long Beach, California, they reduced the
8 number of courts from eight to four, and availability issues killed the sport in that area. Mr. True
9 said his vote for the bond was for the upgrade of the OFC, not to demolish it. He agreed that
10 reducing the number of courts would in essence “kill” the sport in the area. Another concern he
11 had was the removal of the shooting range, and said he had used the OFC range to teach his
12 children gun safety. There would no longer be a facility for families to go to.

13
14 Jay Stonehawker said he too supported the request for more racquetball courts and indicated all
15 around him facilities were reducing their number of available racquetball courts. He enjoyed
16 playing at the OFC, and was particularly concerned with the ability to prepare for tournament
17 and competitive play if court availability was lost. He said he was grateful for a country that gave
18 him the opportunity to speak, and asked the Council to strive to serve the people they
19 represented.

20
21 Roger Flick said he had been conducting racquetball leagues at the OFC since before 2000, and
22 that he specifically wanted to address league play. He felt everyone needed to find a sport which
23 allowed them to improve health, vent frustrations, etc. and said racquetball was a great option.
24 He said the racquetball league had only grown through the years, to the point where it needed to
25 be capped. Only seven courts were allowed for league play, so there was limited opportunity to
26 play singles. Mr. Flick said the sociality between league and other players was some of the best
27 he had seen. He said it was a year-round sport, and was concerned that only four courts would
28 take away opportunities for fitness.

29
30 Layne Harmon said he has seen many changes at the center but things that had stayed were the
31 14 racquetball courts, and the 50 meter swimming pool. He had been a swimmer through his
32 younger years and had recently picked up racquetball. He did not see how they could maintain
33 the sport with only four courts. He suggested that racquetball courts could serve dual purposes,
34 and bring in other equipment like ping pong tables.

35
36 Shaun Heaton said this was his third time addressing the Council regarding the racquetball courts
37 at the OFC, and said the passion of the other advocates was palpable. He specifically thanked
38 Mrs. Lauret for speaking with them, and encouraged others to do the same rather than just count
39 the number of players. He thanked Mr. Hirst for joining in and playing, and Mr. Heaton said that
40 was the best way to see what they did and how they felt. Mr. Heaton said there was a perception
41 issue with the bond, because the wording in the available information had said nothing about
42 closing the pool or removing the gun range and racquetball courts. He felt if that information had
43 been known, many may not have voted for the bond. He said that the players would personally
44 work to support and promote the sport.

45
46 Debbie Jackson said as a registered instructor she was passionately opposed to the closing of the
47 shooting range. She said many in their classes were individuals that had been in abusive
48 relationships and needed a place to safely learn how to shoot and protect and defend themselves

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1 and their families. She related many other benefits of learning gun safety, and felt it was
2 important to keep an indoor range that was family-friendly and affordable. Otherwise, people
3 would drive into the hills and shoot at cans and bottles with no supervision, which was not safe.
4

5 David Pollei said the bond and OFC rebuild was like a magic trick; trying to draw attention away
6 from what was really going on. He felt the data presented on court usage was fabricated or
7 prejudiced. He shared his own statistical data, and said 12 courts seemed to be ideal, but that was
8 being ignored because of cost. He also suggested that court space could be used for aerobic or
9 dance classes when not being played in.
10

11 Holly Robbins said she envisioned the Council making the bold choice of keeping all 14 courts,
12 and inviting the world to strengthen Orem in becoming a racquetball epicenter for the country.
13 She said young people were plastered to their electronic devices, but they could be taught
14 strength, discipline, comradery, and healthy competition through racquetball, which would help
15 them into adulthood. Ms. Robbins said they could generate huge revenues if they were able to
16 hold tournaments and competitions on the national level.
17
18

19 CONSENT ITEMS

20

- 21 • Approval of April 30, 2019 City Council Meeting Minutes
- 22 • MOTION – Cancel June 11, 2019 City Council Meeting
- 23 • RESOLUTION – Authorizing the Orem City Police Department to appropriate
24 personal property to public interest use
25

26 **Mayor Brunst moved** to approve the Consent Agenda as listed. **Mrs. Lauret seconded** the
27 motion. Those voting aye: Richard F. Brunst, Debby Lauret, Sam Lentz, Mark Seastrand, David
28 Spencer, and Brent Sumner. The motion **passed**.
29
30

31 SCHEDULED ITEMS

32

33 PUBLIC HEARNG

34 RESOLUTION – Receive Public Comment on the Community Development Block Grant
35 (CDBG) Projected Use of Funds for Fiscal Year 2019-2020
36

37 Ms. Mathews shared recommendations that the City Council hold the second of two public
38 hearings to receive public comment on the projected uses of the funds for the 2019-2020
39 Community Development Block Grant and adopt the recommendation of the CDBG Citizen
40 Advisory Commission. Ken Ransom, CDBG Commission Chair, was also present.
41

42 During the February and March of 2019, the CDBG Advisory Commission reviewed and heard
43 funding proposals from community organizations and others who wish to receive CDBG funding
44 for Fiscal Year 2019-2020. The Commission will present its recommendations to the City
45 Council then the public hearing will be opened for comment on the proposed uses of funds. The
46 public hearing will be the second of two opportunities for the public comment on the
47 recommendations before the City Council officially adopts the Final Statement of Projected Uses
48 of Funds for Orem's 2019-2020 Community Development Block Grant. Following today's public

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hearing, the City Council will adopt a resolution approving the CDBG Final Statement of Projected Uses of Funds for 2019-2020. Please see the allocation recommendations below:

Public Service Recommendations - limited by HUD to 15% of new entitlement funding

- Community Action Services and Food Bank \$12,125
- Friends of the Food and Care Coalition \$8,129
- Mountainlands Community Health Center \$5,000
- Family Support and Treatment Center \$10,670
- Kids on the Move \$5,000 Community Health Connect \$9,700
- People Helping People \$0
- PERC \$5,000
- Friends of the Utah County Children's Justice Center \$19,400
- Center for Women and Children in Crisis \$27,887
- Mary Elliott, LCSW \$0
- Boys and Girls Club \$0

Non Public Service Recommendations

- City of Orem Critical Home Repair \$70,000
- NeighborWorks \$0
- City of Orem Neighborhood Revitalization \$1,667.40
- Collaborative with Entitlements (House of Hope/Family Support) \$94,050
- City of Orem Code Enforcement \$155,000
- City of Orem – Westmore Park \$200,000
- City of Orem – CDBG Administration/Planning \$135,000
- City of Orem – Section 108 Loan Repayment \$87,451.60

Mr. Ransom said there was an adjustment in the proposed allocations because fewer dollars were allocated at the federal level. He also said there was a determination that there would be no recommendations under \$5,000 because of the excessive paperwork each allocation required.

Mr. Lentz asked about the application process. Ms. Mathews said there is a pre-application process, as well as site visits and a final application. Applicants were given guidance on where to apply, be it Utah County or the city in which they were located.

Mayor Brunst opened the Public Hearing at 6:56 p.m.

Karen McCandless, Executive Director at Community Action Services and Food Bank, wanted to express her appreciation to the City and the CDBG committee for their consideration. She said they worked to help Orem residents obtain stability by having their food needs met, and they greatly appreciated the funding they received from the City

Janelle Christensen, Executive Director at Utah Valley Family Support & Treatment Center, wanted to echo comments of gratitude to Ms. Mathews and the CDBG Advisory Commission as well as the City Council for consideration of funding. They helped residents with mental health issues, and with the allocation they would finally be able to make much needed updates to their capital facility. A beautiful, functional new space could help restore hope and bring needed

changes in people's lives.

Dennis Hansen, Director at Center for Women and Children in Crisis, said they appreciated their long partnership with Orem's CDBG program. He said the funding would help maintain the shelter as they began a substantial effort to build a new shelter. The shelter had 25 beds currently, which equated to one bed for every 27,000 residents in Utah and Juab Counties; it was woefully undersized according to the state average, and the growth in the area would only add to the problem. Mr. Hansen they truly appreciated the funding they received.

Mattathias Westwood said he served as a member of the CDBG Advisory Commission. He thanked Ms. Mathews and Mr. Downs for their work and support, and said he wanted the City Council to know the work and attention the commission members put into understanding how best to make their recommendations. He said participating in site visits and hearing from the organizations had been eye opening. With his involvement, he was able to see the significant impact these organizations had in the community, and he expressed admiration for their abilities to stretch their funding in creative ways to help more people.

Mayor Brunst closed the Public Hearing at 7:01 p.m.

Mayor Brunst moved, by resolution, to approve the Community Development Block Grant (CDBG) Projected Use of Funds for Fiscal Year 2019-2020 as recommended. **Mr. Spencer seconded** the motion. Those voting aye: Richard F. Brunst, Debby Lauret, Sam Lentz, Mark Seastrand, David Spencer, and Brent Sumner. The motion **passed**.

PUBLIC HEARING

ORDINANCE – Amending Sections 22-2, 22-6-10(F)(5); 22-6-10(G)(7); 22-7-12, 22-8-8(B)(4); 22-8-9, 22-9-7; 22-11-13(D)(5)(a); 22-11-16(E)(8)(a); 22-11-22(E)(1)(b); 22-11-23(B)(6)(b); 22-11-24(E)(18); 22-11-27(O)(6)(a); 22-11-28(N)(Landscaping)(a); 22-11-29(M)(3),(6)(a); 22-11-33(P)(7); 22-11-35(L)(5)(a); 22-11-36(F)(11)(a); 22-11-42(G)(6)(a); 22-11-43(F)(9)(a); 22-11-44(G)(5)(a); 22-11-45(H)(5); 22-11-46(G)(5)(c); 22-11-47(H)(4)(c); 22-11-50(F)(10)(a); 22-11-51(H)(8)(a); 22-11-52(H)(10)(a); 22-11-53(H)(8)(a); 22-11-54(H)(9)(a); 22-11-56(H)(12)(a); 22-11-60(H)(10)(a); 22-11-61(I)(3)(a); 22-12-2(J)(5)(a); 22-12-7(O)(9)(a); 22-14-13; 22-14-7(B)(1); 22-14-14(A)(3); 22-15-2 and enacting Appendix VV of the Orem City Code by updating landscaping requirements

Mr. Bench said the proposed updates in the code would make the language concise and consistent throughout the code. Also, the updates would reduce vegetation coverage in landscaped areas from 70 percent to 50 percent. Appendix "VV" provided a list of native, drought-tolerant plant species. The intent was to provide residents the option of including xeriscaping or other water-wise landscaping methods on their property if they chose. The Planning Commission recommended that the City Council accept the proposed amendments.

Mr. Bench said the purpose of the landscaping requirements in this Chapter were (1) to promote pleasant and attractive surroundings and thereby enhance, conserve and stabilize property values, and create a more pleasant community, (2) to reduce heat, noise, and glare through the proper placement of green plants and trees, and (3) to support landscape treatments that reflected good

1 design principles, and conserved limited resources. He shared examples of water-wise
2 landscaping, and said these options were at the discretion of the property owner.

3
4 Mayor Brunst asked if the proposed changes would apply to commercial properties and
5 backyards as well. Mr. Bench said it would apply to commercial properties, but there was not a
6 requirement for backyards.

7
8 Mrs. Lauret asked about the percentage required for vegetation coverage, and said there were
9 some who felt it should go even lower than 50 percent. Mr. Bench said this was a good first step,
10 and in their research and outreach efforts they felt 50 percent was a reasonable amount at this
11 time.

12
13 Mr. Lentz said he agreed that this was a good first step, and commended the Natural Resources
14 Stewardship Committee and the Beautification Advisory Commission for their help. He was
15 willing to entertain the idea of going to an even lower percentage, as he liked the idea of giving
16 homeowners more flexibility. If that were the case, he asked if a code amendment be required for
17 each individual code listed like it was for this item or if it could be listed in the Appendix and
18 done that way. Mr. Bench said the many code sections identified were related to individual PD
19 zones, but the code affecting residential would be in one place making it easier for future
20 updates.

21
22 Mr. Seastrand said this was a significant change and he felt it was a fantastic first step. He was
23 interested to see what would develop from this change. He said there could be some unexpected
24 consequences to this change, and it was reasonable to see how things would be with this initial
25 step first. He asked about landscaping requirements for vacant lots. Mr. Bench said vacant lots
26 with no primary structures would not be held to the same requirements for landscaping.

27
28 Mr. Sumner asked if there were resources for homeowners to learn about xeriscaping. Mr. Bench
29 said single family homeowners could speak to the city about water-wise landscaping, and they
30 were also listing some drought-tolerant and water-wise species in the ordinance. Commercial
31 properties were required to submit a landscaping plan with their site plans. Mr. Sumner asked
32 about enforcement, and Mr. Bench said this would be a part of what the Neighborhood
33 Preservation Unit (NPU) would address. Mr. Lentz said NPU was already addressing this, and
34 the hope was for these changes to lessen the burden of enforcement.

35
36 Mayor Brunst opened the Public Hearing at 7:17 p.m. No one came forward, so the public
37 hearing was closed.

38
39 **Mayor Brunst moved**, by ordinance, to amend Sections 22-2, 22-6-10(F)(5); 22-6-10(G)(7); 22-
40 7-12, 22-8-8(B)(4); 22-8-9, 22-9-7; 22-11-13(D)(5)(a); 22-11-16(E)(8)(a); 22-11-22(E)(1)(b);
41 22-11-23(B)(6)(b); 22-11-24(E)(18); 22-11-27(O)(6)(a); 22-11-28(N)(Landscaping)(a); 22-11-
42 29(M)(3),(6)(a); 22-11-33(P)(7); 22-11-35(L)(5)(a); 22-11-36(F)(11)(a); 22-11-42(G)(6)(a); 22-
43 11-43(F)(9)(a); 22-11-44(G)(5)(a); 22-11-45(H)(5); 22-11-46(G)(5)(c); 22-11-47(H)(4)(c); 22-
44 11-50(F)(10)(a); 22-11-51(H)(8)(a); 22-11-52(H)(10)(a); 22-11-53(H)(8)(a); 22-11-54(H)(9)(a);
45 22-11-56(H)(12)(a); 22-11-60(H)(10)(a); 22-11-61(I)(3)(a); 22-12-2(J)(5)(a); 22-12-7(O)(9)(a);
46 22-14-13; 22-14-7(B)(1); 22-14-14(A)(3); 22-15-2 and enact Appendix VV of the Orem City
47 Code by updating landscaping requirements. **Mr. Lentz seconded** the motion. Those voting aye:

DRAFT

Richard F. Brunst, Debby Lauret, Sam Lentz, Mark Seastrand, David Spencer, and Brent Sumner. The motion **passed**.

PUBLIC HEARING

RESOLUTION – Accept Tentative FY 2019-2020 Tentative Budget

Mr. Manning and Mr. Nelson recommended that, following a public hearing, the City Council, by resolution, tentatively adopt the Fiscal Year 2019-2020 Tentative Budget. Mr. Manning said if a property tax increase would be considered, the City Council would direct staff to schedule the final public hearing in August at a date and time to be determined following the procedures outlined in State Code. The City Council, through a series of work sessions, began reviewing the proposed budget for Fiscal Year 2019-2020. These sessions covered revenue projections, compensation, General Fund operations changes, capital improvements, and the enterprise funds. This budget contained a request to increase the property tax rate. The Tentative Budget was available for review and to download at Orem.org.

Mr. Manning said the budget highlights included new positions, capital projects, fleet replacement, operational expansion requests, a new fund and revenue source dedicated to street maintenance, and a proposed property tax increase to fund four new police officers. He said the City had not raised property taxes for operational needs since 1978.

Mr. Manning reviewed the revenues by fund, and the sources of revenue to the General Fund. Sales tax was the largest single source of revenue in the city. The growth in sales tax was slowing now, with more competition for sales tax, state legislative actions diverting the revenues, and the exemption on manufacturers' sales tax. The State Legislature had thought the loss of manufacturers' sales tax would be offset by internet sales tax, but that had definitely not been the case. Mr. Davidson and Mayor Brunst briefly discussed the "Utah Supreme Court Wayfair" decision, which would affect the City's capturing of internet sales tax.

Mr. Manning said approving the Tentative Budget would allow the City to function fully and completely until the Final Budget could be approved following the required Truth in Taxation hearing, which would be in August per State Code.

Mr. Lentz said Orem property tax was a small portion of the taxes assessed. He asked for clarification on the point that property taxes had not been increased since 1978, because there was some variability from year to year. Mr. Manning said factors that would impact the rate included refinancing of General Obligation bonds, but the biggest factor was growth in population. There was continued discussion on the variables involved with taxes.

Mr. Manning continued his presentation, addressing franchise tax, building fees, and police and fire contracts with other entities. There was discussion on the eventual need for additional firefighters and a new fire station in Vineyard. Mr. Manning then reviewed citywide expenditures by type, by fund, and by department. He showed data comparing the 2019 Property Tax Rate with selected cities in Utah; Mr. Nelson commented that the actual property tax rate from Utah County would not be released until June.

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Discussion continued regarding the proposed property tax increase. Mr. Manning shared data regarding the police workload, which showed a 19% increase of calls per officer from 2006 to 2018. Additionally, less traffic enforcement led to an increase in accidents; traffic accidents had increased 31% since 2013. He also shared data from a recent survey regarding public support of a property tax increase.

Mr. Manning continued, reviewing in detail information on fund summaries, fees and charges, and comparisons to selected cities throughout Utah. Mr. Tschirki answered questions regarding the City's water, storm water, and sewer systems. Mr. Davidson said the City had received a Triple A rating for water and waste water debt.

Mr. Davidson said the information regarding the Orem Fitness Center would need to be recalibrated, as the budget had been based on the assumption that the wet facilities would stay open longer than what was now being discussed.

Mr. Seastrand said he had been asked about the proposed tax increase, and some felt the City had healthy balances that did not reflect the need for the increase. He recommended that people consider that not all funds were available to be spent because they were allocated for critical future projects. He added that four additional police officers would require ongoing funding, not a one-time cost. Mr. Davidson agreed, and said there was a purpose behind the policy of keeping reserves. Additionally, he used the example that water revenues could not be used to fund general operations; certain money did not have flexibility in its use.

Mrs. Lauret commented that the OFC was no longer self-sufficient, and money was coming from the General Fund to subsidize it. It was going to get worse if they did nothing to recapture recreation revenues. Mr. Davidson said relying on what had worked in the past was not helping bridge the gap, so they would need to reevaluate the programming at the OFC.

Mayor Brunst opened the Public Hearing at 8:11 p.m. No one came forward, so the public hearing was closed.

Mayor Brunst moved, by resolution, to accept Tentative FY 2019-2020 Tentative Budget. **Mrs. Lauret seconded** the motion.

Mr. Seastrand asked if a vote to accept the Tentative Budget also committed the City to the Truth in Taxation process. Mr. Manning said that it did.

Those voting aye: Richard F. Brunst, Debby Lauret, Sam Lentz, Mark Seastrand, David Spencer, and Brent Sumner. The motion **passed**.

CITY MANAGER INFORMATION ITEMS

Mr. Davidson had no additional items to share.

ADJOURN TO A MEETING OF THE REDEVELOPMENT AGENCY

DRAFT

1 **Mayor Brunst moved** to adjourn to a meeting of the Redevelopment Agency of the City of
2 Orem. **Mr. Lentz seconded** the motion. Those voting aye: Richard F. Brunst, Debby Lauret,
3 Sam Lentz, Tom Macdonald, Mark Seastrand, David Spencer, and Brent Sumner. The motion
4 **passed.**

5
6 The meeting adjourned at 8:12 p.m.



City Council Agenda Item Report

Meeting Date: May 28, 2019

Submitted by: Steven Downs

Submitting Department: City Manager's Office

Item Type: Ordinance

Agenda Section:

Subject:

ORDINANCE – Approving the Amounts to be Awarded to the CARE Grant Recipients for the 2019 CARE Granting Round

Suggested Action:

The Deputy City Manager recommends the City Council, by ordinance, approve the amounts to be awarded to CARE grant recipients for the 2019 granting round.

Presenter:

Steven Downs

Background:

On November 8, 2005, a majority of City of Orem voters voted in favor of enacting a local sales and use tax of 0.1% as a means of enhancing financial support for recreational and cultural facilities, and cultural organizations within the City of Orem. Known as the Cultural Arts and Recreation Enrichment tax (CARE), the Orem City Council enacted the tax by ordinance on November 22, 2005. The tax went into effect April 1, 2006, and was authorized for a period of eight years. On November 5, 2013, a majority of City of Orem voters voted to continue collecting the CARE tax for an additional 10 years.

Applications for this CARE granting round were due on March 7, 2019. The City Council, along with the CARE Tax Advisory Commission, met in a series of public meetings in March and April to hear from applicants and to consider their grant requests. On May 14, 2019, the City Council met together to deliberate the CARE Tax Advisory Commission's recommendations & recommend funding for the 2019 granting round.

Utah law requires that the entire amount of revenues and interest collected as a result of the imposition of the tax be distributed in a manner consistent with Utah Code Ann. 59-12-1403, which allows for granting to one or more facilities or organizations. Utah law also requires the City to provide for that distribution by ordinance.

Potentially Affected Area:

Citywide

Attachments:

[ORD--CARE 2019.pdf](#)

ORDINANCE NO. _____

AN ORDINANCE PROVIDING FOR THE
DISTRIBUTION OF FISCAL YEAR 2018/2019 CARE
TAX REVENUES

WHEREAS on November 8, 2005, Orem residents voted to support the Cultural Arts and Recreation Enrichment Tax (CARE tax); and

WHEREAS the Orem City Council subsequently enacted the CARE tax and the CARE tax became effective on April 1, 2006; and

WHEREAS on November 5, 2013, Orem residents voted to continue their support the Cultural Arts and Recreation Enrichment Tax (CARE tax); and

WHEREAS the City Council recognizes that recreation and the arts enrich the quality of life in a community; and

WHEREAS the City Council desires to encourage and support the advancement of recreational and cultural facilities and cultural arts organizations in Orem; and

WHEREAS the purpose of this ordinance is to provide for the distribution of the Fiscal Year 2018/2019 CARE Tax Revenues.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF OREM, as follows:

1. The Orem City Council hereby authorizes the distribution of Fiscal Year 2018/2019 CARE tax revenues to the entities and in the amounts set forth in Exhibit "A," which is attached hereto and incorporated herein by reference.

2. No CARE tax revenues shall be distributed to an entity for operational expenses until the entity has signed a contract with the City meeting the requirements of the City's CARE Program Policies and Procedures.

3. CARE tax revenues in future fiscal years will also be awarded after a competitive application process based on merit and availability of funds. Receipt of CARE tax funding in this round of applications does not guarantee CARE tax funding in future years.

4. The City Manager is hereby authorized to sign any documents required to proceed with the distribution of CARE tax revenues as set forth in this ordinance.

5. All acts, orders, resolutions, ordinances, and parts thereof, in conflict with this ordinance are hereby rescinded.

6. If any portion of this ordinance is for any reason held to be invalid or unconstitutional by a decision of a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

7. This ordinance shall become effective immediately after a summary of this ordinance has been published or posted as required by law.

PASSED, APPROVED, and ORDERED PUBLISHED this **28th** day of **May** 2019.

Richard F. Brunst, Mayor

ATTEST:

JoD' Ann Bates, City Recorder

COUNCIL MEMBERS VOTING "AYE"

COUNCIL MEMBERS VOTING "NAY"

EXHIBIT “A”

Mini & Mid-Major Grant Applicants	PROPOSED ALLOCATION
Garden Valley Pipe Band	\$ 3,500
Wasatch Contemporary Dance	\$ 2,900
Freedom Vehicles	\$ 1,700
Utah Storytelling Guild	\$ 4,000
Timpanogos Storytelling Institute	\$ 1,000
Utah Theatre Bloggers Association	\$ 500
Utahns for Culture	\$ 1,500
The Orem Chorale	\$ 4,999
Utah Wind Symphony	\$ 2,000
Heart & Soul	\$ 3,000
Utah Baroque Ensemble	\$ 4,500
Grassroots Shakespeare	\$ 4,999
Colonial Heritage Foundation	\$ 9,500
Utah Symphony & Opera	\$ 9,000
Cantorum Chamber Choir	\$ 6,000
Roots of Freedom Foundation	\$ 4,350
Chauntenette's Women's Chorus	\$ 6,550
Major Grants Applicants	
Hale Center Foundation for the Arts and Education	\$ 330,000
Utah Metropolitan Ballet	\$ 21,000
SCERA	\$ 545,000
Other Applicants	
Library Auditorium	\$ 199,939*
Recreation	
Fitness Center Improvements	\$ 1,000,000
Operational Offset for Co-Sponsored Groups	\$ 30,000
Geneva Futsal Project	\$ 87,648
Playground Shade	\$ 125,000*
Additional Toddler Structures	\$ 50,000*
Future SCERA Park Toddler Playground	\$ 40,000*
Administration	
Administration	\$ 34,500

* Includes a reallocation of existing fund balance: \$33,187 – arts facility contingency; \$199,898 in previous recreation funding

CITY OF OREM
BUDGET REPORT FOR THE MONTH ENDED APRIL 2019

Percent of Year Expired: 83%

Fund	Current Appropriation	Monthly Total	Year-To-Date Total	Encumbrances	Balance	% To Date FY 2019	% To Date FY 2018	Notes
10 GENERAL FUND								
Revenues	52,643,343	5,120,518	42,598,892			81%		
Appr. Surplus - Prior Year	3,293,798		3,293,798			100%		
Std. Interfund Transactions	5,275,308		5,275,308			100%		
Total Resources	61,212,449	5,120,518	51,167,998		10,044,451	84%	81%	
Expenditures	61,212,449	4,069,890	46,418,193	1,055,870	13,738,386	78%	78%	
20 ROAD FUND								
Revenues	3,130,000	8,011	2,213,780			71%		
Appr. Surplus - Current	424,000		424,000			100%		
Appr. Surplus - Prior Year	1,862,049		1,862,049			100%		
Total Resources	5,416,049	8,011	4,499,829		916,220	83%	79%	
Expenditures	5,416,049	144,321	3,020,713	182,885	2,212,451	59%	61%	
21 CARE TAX FUND								
Revenues	2,075,000	170,351	1,537,786			74%		
Appr. Surplus - Current	100,000		100,000			100%		
Appr. Surplus - Prior Year	3,002,456		3,002,456			100%		
Total Resources	5,177,456	170,351	4,640,242		537,214	90%	86%	
Expenditures	5,177,456	53,881	1,218,221	6,149	3,953,086	24%	24%	
30 DEBT SERVICE FUND								
Revenues	5,706,412	709,757	5,048,970			88%		
Appr. Surplus - Prior Year	6,603		6,603			100%		
Total Resources	5,713,015	709,757	5,055,573		657,442	88%	87%	
Expenditures	5,713,015	526,176	2,358,035		3,354,980	41%	54%	
45 CIP FUND								
Revenues	379,019	23,509	503,946			133%		
Appr. Surplus - Prior Year	11,591,434		11,591,434			100%		
Total Resources	11,970,453	23,509	12,095,380		-124,927	101%	101%	
Expenditures	11,970,453	55,975	1,286,794	424,288	10,259,371	14%	27%	1
51 WATER FUND								
Revenues	19,581,062	1,778,005	16,380,082			84%		
Appr. Surplus - Current Year	1,000,000		1,000,000			100%		
Appr. Surplus - Prior Year	10,973,466		10,973,466			100%		
Total Resources	31,554,528	1,778,005	28,353,548		3,200,980	90%	90%	
Expenditures	31,554,528	1,296,002	12,573,201	1,273,614	17,707,713	44%	40%	
52 WATER RECLAMATION FUND								
Revenues	10,603,694	1,222,087	10,071,869			95%		
Appr. Surplus - Current Year	1,005,000		1,005,000			100%		
Appr. Surplus - Prior Year	4,121,693		4,121,693			100%		
Total Resources	15,730,387	1,222,087	15,198,562		531,825	97%	90%	
Expenditures	15,730,387	394,294	5,557,024	930,326	9,243,037	41%	54%	2
55 STORM WATER FUND								
Revenues	4,638,195	417,994	4,180,230			90%		
Appr. Surplus - Current Year	629,988		629,988			100%		
Appr. Surplus - Prior Year	3,010,281		3,010,281			100%		
Total Resources	8,278,464	417,994	7,820,499		457,965	94%	91%	
Expenditures	8,278,464	303,047	3,802,617	111,712	4,364,135	47%	44%	
56 RECREATION FUND								
Revenues	2,064,500	139,825	1,641,847			80%		
Appr. Surplus - Prior Year	2,061		2,061			100%		
Total Resources	2,066,561	139,825	1,643,908		422,653	80%	90%	
Expenditures	2,066,561	134,277	1,643,917	116,719	305,925	85%	84%	
57 SOLID WASTE FUND								
Revenues	3,794,980	331,639	3,195,631			84%		
Appr. Surplus - Prior Year	248,577		248,577			100%		
Total Resources	4,043,557	331,639	3,444,208		599,349	85%	85%	
Expenditures	4,043,557	237,786	2,884,771	783	1,158,003	71%	65%	

CITY OF OREM
BUDGET REPORT FOR THE MONTH ENDED APRIL 2019

Percent of Year Expired: **83%**

Fund	Current Appropriation	Monthly Total	Year-To-Date Total	Encumbrances	Balance	% To Date FY 2019	% To Date FY 2018	Notes
58 STREET LIGHTING FUND								
Revenues	1,733,000	78,753	1,584,851			91%		
Appr. Surplus - Prior Year	108,170		108,170			100%		
Total Resources	1,841,170	78,753	1,693,021		148,149	92%	93%	
Expenditures	1,841,170	34,392	540,195	304,258	996,717	46%	65%	3
61 FLEET MAINTENANCE FUND								
Revenues			1,223			100%		
Appr. Surplus - Prior Year	1,421		1,421			100%		
Std. Interfund Transactions	784,000		784,000			100%		
Total Resources	785,421		786,644		-1,223	100%	100%	
Expenditures	785,421	45,331	634,313	9,343	141,765	82%	79%	
62 PURCHASING/WAREHOUSING FUND								
Revenues		15	150			100%		
Appr. Surplus - Prior Year	227		227			100%		
Std. Interfund Transactions	375,000		375,000			100%		
Total Resources	375,227	15	375,377		-150	100%	100%	
Expenditures	375,227	23,994	335,375	479	39,373	90%	91%	
63 SELF INSURANCE FUND								
Revenues	555,000	43,353	500,211			90%		
Std. Interfund Transactions	1,235,000		1,235,000			100%		
Total Resources	1,790,000	43,353	1,735,211		54,789	97%	96%	
Expenditures	1,790,000	156,858	1,778,207	396	11,397	99%	99%	
64 INFORMATION TECH FUND								
Revenues			7,980			100%		
Appr. Surplus - Prior Year	253,755		253,755			100%		
Std. Interfund Transactions	2,380,000		2,380,000			100%		
Total Resources	2,633,755		2,641,735		-7,980	100%	100%	
Expenditures	2,633,755	154,595	1,909,384	149,965	574,406	78%	70%	
74 CDBG FUND								
Revenues	1,157,917	40,907	414,950			36%		
Appr. Surplus - Prior Year	55,321		55,321			100%		
Total Resources	1,213,238	40,907	470,271			39%	85%	4
Expenditures	1,213,238	18,624	378,841	576	833,821	31%	80%	4
CITY TOTAL RESOURCES	155,326,805	10,005,971	137,287,250		17,296,588	88%	87%	
CITY TOTAL EXPENDITURES	155,326,805	7,460,456	83,890,222	4,113,140	67,323,443	57%	60%	

NOTES TO THE BUDGET REPORT FOR THE MONTH ENDED APRIL 2019:

- 1) The current year expenditures are lower in comparison to the prior year due to the current year encumbrances (\$424,288) being significantly less than in the prior fiscal year (\$810,248) at this date in time.
- 2) The current year expenditures are lower in comparison to the prior year due to current year capital projects (\$807,914) being significantly less than in the prior fiscal year (\$171,719) at this date in time. A pipe liner project was the primary reason for the variance as more of the project was completed in the prior year.
- 3) The current year expenditures are lower in comparison to the prior year due to the purchase of a large number of new matching street lights to replace the lights in the old expiring street light districts which occurred in March of the previous fiscal year.
- 4) The City received \$217,650 in HUD grant drawdowns in the previous fiscal year which is higher due primarily to lower reimbursement related to our NPU officers in this fiscal year. The Senior Center HVAC project spent \$57,785 in the previous year by the end of April but no such project has been done so far this fiscal year.

Note: In earlier parts of a fiscal year, expenditures may be greater than the collected revenues in a fund. The City has accumulated sufficient reserves to service all obligations during such periods and does not need to issue tax anticipation notes or obtain funds in any similar manner. If you have questions about this report, please contact Richard Manning (229-7037) or Brandon Nelson (229-7010).

DRAFT

REDEVELOPMENT AGENCY
of the
CITY OF OREM
May 14, 2019

CONDUCTING

Chair Richard F. Brunst, Jr.

BOARD OF DIRECTORS

Debby Lauret, Sam Lentz, Tom Macdonald, Mark
Seastrand, David Spencer, and Brent Sumner

APPOINTED STAFF

Jamie Davidson, Brenn Bybee, Greg Stephens, Ryan Clark,
Richard Manning, Brandon Nelson, and Jackie Lambert

EXCUSED

Tom Macdonald

The Redevelopment Agency (RDA) Meeting convened at 8:12 p.m.

CONSENT ITEMS

APPROVAL OF MINUTES

Chair Brunst moved to approve the minutes of the June 19, 2018 Redevelopment Agency Meeting. **Mr. Lentz seconded** the motion. Those voting aye: Richard F. Brunst, Debby Lauret, Sam Lentz, David Spencer and Brent Sumner. The motion **passed**.

SCHEDULED ITEMS

RESOLUTION – Corral West Properties and Garff Properties – Orem Agreements

Mr. Clark, Development Services Director recommends the Redevelopment Agency of the City of Orem approve a Land Exchange and Lease Agreement with Corral West Properties, LLC and a Real Property Sale and Financing Agreement with Garff Properties-Orem, LLC. He introduced those representatives that were in attendance from the different interested parties.

In an effort to reinforce the sales tax revenue base for the City of Orem, to ensure the long-term success of the current Garff Nissan dealership, and to facilitate the construction of a new Golden Corral restaurant, a redevelopment project was proposed for the properties currently occupied by the recently closed Sakura restaurant and the existing Golden Corral restaurant. It was proposed to trade an existing restaurant property owned by the redevelopment agency (RDA) for a portion of the existing Golden Corral restaurant property. Corral West Properties, LLC (Golden Corral) would then construct a new restaurant on the RDA parcel while keeping the current location open for business.

DRAFT

1 Upon completion of the new facility, Golden Corral would demolish the existing building and
2 the RDA would sell the property to Garff Properties-Orem (Garff). The property sale to Garff
3 would include a parcel to the south that was currently occupied by a small home. The transaction
4 between the RDA and Golden Corral would consist of a cash-free land trade. However, the RDA
5 would reimburse Golden Corral for demolition of the existing Sakura restaurant building, the
6 existing Golden Corral building, and improvements required for the existing signalized
7 intersection with University Parkway. The RDA reimbursement of these types of items was often
8 required for redevelopment to occur due to the added expense to a project.

9
10 The transaction between the RDA and Garff would consist of a significant down payment, long-
11 term financing, and a balloon payment at the end of the term. Essentially, the RDA would be
12 financing the land sale to Garff. The RDA would demolish the existing house located on the
13 parcel to the south of the existing Golden Corral restaurant prior to the transaction. A financial
14 study was completed by LYRB to determine how this project may or may not financially impact
15 the City. The study did not show a financial benefit to the City over a twenty year time period
16 based upon currently known financial inputs. However, the study did not quantify the removal of
17 two aging structures, the construction of a new modern structure, and possible sales tax growth
18 due to increased vehicle inventory storage for the Garff dealership. The purpose of this project
19 was to improve the economic vitality of the area over time.

20
21 Mr. Clark reviewed citywide taxable retail sales for motor vehicle and parts dealers in Orem, as
22 well as the challenges for existing car dealerships. In response to a question regarding
23 construction, Mr. Clark said the hope was to have the new Golden Corral restaurant open by
24 spring/summer of 2020.

25
26 Mr. Seastrand asked about the changes to the ingress and egress of the area, and the teardrop
27 shaped roundabout's impact on the U of U Parkway Health Center. Mr. Clark said the City's
28 transportation engineer supported this proposal, and said it was the best option for all area. Mr.
29 Clark said the funding source was existing RDA funds, which would put money back into the
30 project area. He said both groups, Golden Corral in particular, had been great to work with and
31 he felt they had come to an amicable solution for each.

32
33 **Chair Brunst moved**, by resolution, to approve a Land Exchange and Lease Agreement with
34 Corral West Properties, LLC and a Real Property Sale and Financing Agreement with Garff
35 Properties-Orem, LLC. **Mr. Spencer seconded** the motion. Those voting aye: Richard F. Brunst,
36 Debby Lauret, Sam Lentz, David Spencer and Brent Sumner. The motion **passed**.

37
38
39 RESOLUTION – Tentatively Adopting the RDA Tentative Budget for the Redevelopment
40 Agency of the City of Orem Fiscal Year 2019-2020

41
42 The Executive Director recommended that the RDA Board hold a public hearing, then, by
43 resolution, tentatively adopt the Fiscal Year 2019-2020 Tentative Budget and set a public hearing
44 to adopt the final budget on May 28, 2019 at 6:00 p.m.

DRAFT

1 The Redevelopment Agency of the City of Orem (RDA) was responsible for adopting the
2 tentative budget of the RDA. Currently there was only one project area that remained active. The
3 revenues for the RDA were used to pay for debt service and any project specific infrastructure
4 improvements that were needed. The Tentative Budget was made available for review and to
5 download at Orem.org.

6
7 Mr. Seastrand asked Mr. Nelson to provide a definition of “haircut” monies. Mr. Nelson said
8 when the RDAs were created they were allowed to have an additional property tax carved out of
9 each business within the area to pay for a sales tax bond. Haircut dollars went to paying that
10 bond specifically. The City no longer received any regular property tax dollars on any RDA area
11 but one, only dollars to pay off the sales tax bond. The remaining project, Project 90-08, would
12 expire in 2024.

13
14 Mr. Lentz asked about the sales tax bond, and if they had ever had to dip into sales tax revenues
15 to pay a portion of that. Mr. Nelson said early on in the RDA project areas there was sales tax
16 that paid for that and was treated as a loan, and those RDA paid back the sales tax dollars as they
17 produced property tax. Mr. Davidson said an evaluation had been completed, and there was an
18 accounting of those loans. The amounts were different according to each of the respective RDAs,
19 and did not apply to every one of the areas.

20
21 **Mr. Spencer moved**, by resolution, to tentatively adopt the RDA Tentative Budget for the
22 Redevelopment Agency of the City of Orem Fiscal Year 2019-2020 and to set a public hearing
23 for May 28, 2019 at 6:10 p.m. to adopt the Final Budget. **Chair Brunst seconded** the motion.
24 Those voting aye: Richard F. Brunst, Debby Lauret, Sam Lentz, Tom Macdonald, David Spencer
25 and Brent Sumner. The motion **passed**.

ADJOURN TO A MEETING OF THE SPECIAL SERVICE LIGHTING DISTRICT

26
27
28
29
30 **Chair Brunst moved** to adjourn to a meeting of the Special Service Lighting District of the City
31 of Orem. **Mr. Spencer seconded** the motion. Those voting aye: Richard F. Brunst, Debby
32 Lauret, Sam Lentz, David Spencer and Brent Sumner. The motion **passed**

33
34 The meeting adjourned at 8:40 p.m.

AMENDED
BYLAWS OF THE
REDEVELOPMENT AGENCY
OF THE
CITY OF OREM, UTAH

ADOPTED BY REDEVELOPMENT AGENCY RESOLUTION NO. RDA-84-0001-000
AMENDED BY REDEVELOPMENT AGENCY RESOLUTION NO. RDA-89-0089-000
AMENDED BY REDEVELOPMENT AGENCY RESOLUTION NO. RDA-R-04-0003-000
AMENDED BY REDEVELOPMENT AGENCY RESOLUTION NO. RDA-R-2009-0004
AMENDED BY REDEVELOPMENT AGENCY RESOLUTION NO. RDA-R-2017-0003

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BYLAWS OF THE REDEVELOPMENT AGENCY OF THE CITY OF OREM, UTAH

ARTICLE I – THE AGENCY

Section 1. Name of Agency. The name of the Agency shall be the “Redevelopment Agency of the City of Orem” in accordance with Ordinance #516 adopted by the City Council of the City of Orem, Utah, dated August 14, 1984.

Section 2. Purpose of Agency. The purpose of the Agency is to provide the City of Orem a redevelopment plan and take action that would revitalize, upgrade and develop certain areas of the City with quality developments which are conducive to the long range goals of the City.

Section 3. Governing Board. The governing board of the Agency shall be known as the Board of Directors of the Redevelopment Agency of the City of Orem. The Board of Directors shall be composed of the seven members of the City Council. Each member shall have one vote.

Section 4. Seal of Agency. The Seal of the Agency shall be in the form of a circle and shall bear the name of the Agency and the year of its organization.

Section 5. Office of Agency. The offices of the Agency shall be located in the Orem City Center located at 56 North State Street, Orem, Utah.

Section 6. Fiscal Year of Agency. The fiscal year of the Agency shall be from July 1 through June 30 of each year.

Section 7. Annual Audit. The Agency shall cause an annual independent audit, in conjunction with the audit of the City of Orem, of the immediate past fiscal year financial transactions and operations to be completed in accordance with State law and professional auditing standards, requirements, and practices established for governmental entities.

Section 8. Annual Budget. The Agency shall review and approve an annual budget in accordance with State Law.

Section 9. Required Reports. The Agency shall file any required reports with other agencies in accordance with State Law.

ARTICLE II – OFFICERS AND BOARD MEMBERS

Section 1. Officers. The officers of the Agency shall be a Chair and a Vice-Chair. The Chair shall be the Mayor of the City of Orem and the Vice-Chair shall be the Mayor Pro-Tem of the City of Orem.

Section 2. Chair. The Chair shall preside at all meetings of the Agency, execute all Agency approved resolutions, contracts, agreements and be the titular head of the Agency.

Section 3. Vice-Chair. The Vice-Chair of the Agency shall perform the duties of the Chair in the absence or incapacity of the Chair.

Section 4. Boardmembers. At the meetings of the Agency, any Boardmember may submit such recommendations and information as they may consider proper concerning the business, affairs, and policies of the Agency.

Section 5. Additional Duties. The Officers and Boardmembers of the Agency shall perform such other duties and functions as may from time to time be required by the Agency, the bylaws, or rules and regulations of the Agency.

Section 6. Reimbursement for Expenses. The Board of Directors of the Agency shall be reimbursed for expenses incurred in carrying out their official responsibilities by the Agency.

ARTICLE III – EMPLOYEES

Section 1. Chief Executive Officer. The Chief Executive Officer shall be the City Manager of the City of Orem. Under the policy direction of the Board of Directors of the Agency, the Chief Executive Officer shall:

- A. Direct the affairs of the Agency;
- B. Ensure, through the Treasurer, the proper care and custody of all Agency funds;
- C. Ensure proper disbursement and deposit of funds, in the name of the Agency, in or from such bank or banks as the Agency may select;
- D. Prepare or cause to be prepared all contracts, agreements, resolutions, deeds and other instruments necessary for Agency business;
- E. Execute all administrative documents or instruments that carry out Agency policies;
- F. Ensure that all checks or vouchers of the Agency have two (2) of the following signatures:
 - 1. The Treasurer and/or his/her designee; and
 - 2. The Financial Officer and/or his/her designee;
- G. Ensure, through the Secretary, the proper keeping of minutes and accounts;
- H. Provide a regular accounting of the financial transactions and conditions of the Agency;
- I. Implement necessary administrative policies and procedures to carry out the affairs of the Agency.
- J. Do all other things necessary for the proper conduct of Agency affairs.

Section 2. Secretary. The Secretary shall be the City Recorder of the City of Orem. The Secretary shall, under the general direction of the Chief Executive Officer, keep the official minutes and records of the Agency, shall act as the secretary for the meetings of the Agency and record all votes, shall keep a record of the proceedings of the Agency, shall keep the seal of the Agency, and shall have the power to affix such seal to all documents authorized to be executed by the Agency. The Assistant Secretary(s) shall be the Deputy Recorder(s) of the City of Orem.

Section 3. Treasurer. The Treasurer shall be the Treasurer of the City of Orem. The Treasurer shall, under the general direction of the Chief Executive officer, be responsible to ensure the proper care and custody of all funds of the Agency and shall ensure proper disbursement of and deposit of the funds in the name of the Agency in or from such bank or banks as the Agency may select.

Section 4. Attorney. The Attorney shall be the City Attorney of the City of Orem. The Attorney shall, under the general direction of the Chief Executive Officer, provide legal advice and services to the Agency. When appropriate, the services of legal specialists in redevelopment law may be utilized.

Section 5. Financial Officer. The Financial Officer shall be the Director of Administrative Services for the City of Orem. The Financial Officer shall, under the general direction of the Chief Executive Officer, be responsible for the financial affairs of the Agency including the preparation of financial reports, annual audits and the general caring for the financial affairs of the Authority.

Section 6. Other Employees. The Chief Executive Officer may, from time to time, employ such additional personnel as may be necessary to exercise the powers, duties and functions of the Redevelopment Agency of the City of Orem as prescribed by the laws of the State of Utah, after approval of the Board of Directors of the Agency. The selection and compensation of such personnel shall be determined by the Chief Executive Officer subject to the policies established by the board of Directors of the Agency.

Section 7. Compensation. The Board of Directors of the Agency may establish compensation rates for employees from time to time. The employees of the Agency shall be reimbursed for expenses incurred in carrying out their official responsibilities by the Agency.

ARTICLE IV – MEETINGS

Section 1. Open Meetings. The Agency's meetings shall be open to the public except for closed door meetings as outlined in this Article.

Section 2. Organizational Meeting. The organizational meeting of the Agency shall be held on such as day and at such time as determined by the Mayor of the City of Orem.

Section 3. Annual Meetings. The annual meeting of the Agency shall be held during the months of May or June in conjunction with the Agency's adoption of the Fiscal Year Budget, or at a time and place set by the Chair. In the event such date shall fall on a legal holiday, the annual meeting shall be held on the next succeeding business day or at another convenient time set by the Chair.

Section 4. Regular Meetings. The regular meetings of the Agency shall be held at intervals deemed appropriate by the Agency. Official notice shall be given of the time, place, and agenda of the meeting.

Section 5. Special Meetings. The Chair may call special meetings of the Agency as deemed necessary by the Chair and shall call special meetings upon the request of at least two (2) Boardmembers or upon the request of the Chief Executive Office for the specified purpose of carrying our Agency business. The call for a special meeting shall be in writing and delivered to each Boardmember at the business or home of each, at least twenty-four (24) hours prior to the time of such special meeting. At such special meeting, no business shall be considered other than that designated in the call.

Section 6. Emergency Meetings. The Chair shall call an emergency meeting of the Board whenever the Chair deems it imperative for the Board to take emergency action on business affairs of the Agency.

Section 7. Closed Door Meetings. The Agency may meet in Closed Door Meetings upon approval of the Board to discuss personnel, litigation, and property acquisition.

Section 8. Meeting Information. At each meeting, the Board of Directors and the Chief Executive Officer, or his designee, may submit such recommendations and information as they may consider proper concerning the business, affairs, and policies of the Agency.

Section 9. Quorum. The powers of the Agency shall be vested in the Board of Directors of the Agency. Four (4) members shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes. Action may be taken by the Board of Directors upon a positive vote of at least four (4) members.

Section 10. Order of Business. At the regular meetings of the Agency, the following may be the order of business.

1. Call to order.
2. Invocation – if appropriate.
3. Approval of Minutes.
4. Scheduled Items.
5. Adjournment.

Section 11. Official Book of Minutes, Resolutions, and Ordinances. The Chief Executive Officer shall cause official Books of approved Minutes, Resolutions, and Ordinances to be created and maintained.

ARTICLE V – AMENDMENTS OF THE BYLAWS

Section 1. Amendments of the Agency Bylaws. The Bylaws of the Redevelopment Agency of the City of Orem may be amended by majority vote of the Board of Directors of the Agency at a regular or special meeting.

Section 2. Review of Bylaws. The Bylaws of the Agency shall be reviewed by the Board of Directors at each annual meeting.

ARTICLE VI – MISCELLANEOUS

Section 1. Performance Bonds. The Officers, Boardmembers, and Employees shall be bonded for faithful performance of their duties as the Agency may determine. The Agency shall pay the costs of these bonds.

Section 2. Rules and Regulations. Upon recommendation of the Chief Executive Officer, the Board of Directors may establish rules and regulations governing the affairs of the Agency.



City Council Agenda Item Report

Meeting Date: May 28, 2019

Submitted by: Brandon Nelson

Submitting Department: City Manager's Office

Item Type: Public Hearing

Agenda Section:

Subject:

PUBLIC HEARING

RESOLUTION - Adopt Redevelopment Agency of the City of Orem (RDA) FY 2019-2020 Budget and Amend FY 2018-2019 Budget

Suggested Action:

The Chief Executive Officer of the Redevelopment Agency of the City of Orem (RDA) recommends the Board of Directors, by resolution, approve and adopt the Fiscal Year 2019-2020 Budget and amend the Fiscal Year 2018-2019 Budget. On May 14, 2019, the Board of Directors received the RDA Tentative Budget for Fiscal Year 2019-2020. The purpose of this hearing is to receive input from the citizens, make any changes, approve, and adopt the budget for Fiscal Year 2019-2020, and amend the Fiscal Year 2018-2019 Budget.

Presenter:

Brandon Nelson & Richard Manning

Background:

Potentially Affected Area:

Citywide

Attachments:

[RES--Final_Budget--RDA--2020_-_With_Amendment.hjs reviewed.5.21.2019.docx](#)

[Budget - FY 2020 - RDA - Tentative.pdf](#)

RESOLUTION NO.

A RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF OREM, UTAH, APPROVING AND ADOPTING THE BUDGET FOR FISCAL YEAR 2019-2020, AND AMENDING THE FISCAL YEAR 2018-2019 BUDGET

WHEREAS on May 14, 2019, the Chief Executive Officer of the Redevelopment Agency of the City of Orem, Utah, presented the tentative budget for Fiscal Year 2019-2020 to the Redevelopment Agency; and

WHEREAS the Board of Directors of the Redevelopment Agency, on due public notice, held a public hearing on Tuesday, May 28, 2019, in the Council Chambers of the Orem City Hall, at which time the budget was considered; and

WHEREAS the Board of Directors of the Redevelopment Agency has now considered the budget as submitted and all information presented at the public hearing, and has now made all changes and amendments which the Board of Directors desires to make; and

WHEREAS the Board of Directors of the Redevelopment Agency has developed a budget in which the anticipated revenues equal the total of appropriated expenditures; and

WHEREAS the original of the Redevelopment Agency budget has now been revised to reflect each and all of the amendments, changes, and modifications, which the Board of Directors believes should be made in the budget.

NOW, THEREFORE, BE IT RESOLVED BY THE REDEVELOPMENT AGENCY OF THE CITY OF OREM, UTAH, as follows:

1. The Board of Directors hereby adopts the budget for Fiscal Year 2019-2020 as amended, modified, and revised, which budget is attached hereto as Exhibit "A" and is incorporated herein by this reference.
2. The Board of Directors hereby amends the Fiscal Year 2018-2019 Budget as shown in Exhibit "B," which is attached hereto and incorporated herein by this reference.
3. The Chief Executive Officer is directed to implement this budget in accordance with State laws and appropriate Redevelopment Agency procedures.
4. A copy of the Redevelopment Agency Budget for the Fiscal Year 2019-2020 shall be placed on file in the office of the Secretary of the Redevelopment Agency of the City of Orem, Utah, and in the Orem Public Library.
5. This resolution shall take effect immediately upon passage.

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

PASSED AND APPROVED this **28th** day of **May** 2019.

REDEVELOPMENT AGENCY OF THE
CITY OF OREM, by
Richard Brunst, Chair

ATTEST:

JoD'Ann Bates, Secretary

BOARDMEMBERS	AYE	NAY	ABSTAIN
Mayor Richard F. Brunst	☐	☐	☐
Debby Lauret	☐	☐	☐
Sam Lentz	☐	☐	☐
Tom Macdonald	☐	☐	☐
Mark Seastrand	☐	☐	☐
David Spencer	☐	☐	☐
Brent Sumner	☐	☐	☐

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM**

TENTATIVE BUDGET

FISCAL YEAR 2019-2020



City of Orem
56 North State Street
Orem, Utah 84057
www.orem.org

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

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**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

REDEVELOPMENT AGENCY FUND

The Redevelopment Agency of the City of Orem (RDA) is a separate legal entity from the City of Orem that has the statutory ability to provide redevelopment services within the City. These redevelopment services include improving, rehabilitating, and redeveloping areas within the City. The City Council acts as the governing authority for the Redevelopment Agency.

REVENUES

Revenues for the Redevelopment Agency Fund are primarily derived from property taxes collected by Utah County and remitted to the City.

REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	TENTATIVE BUDGET FY '19-'20
Tax Increment - Project Area #85-01	\$ 2,047	\$ 2,428	\$ -	\$ -
Haircut - Project Area #85-01	375,645	321,026	233,278	230,000
Tax Increment - Project Area #85-02	-	-	-	-
Haircut - Project Area #85-02	177,211	170,103	170,116	170,000
Tax Increment - Project Area #85-03A	35,136	-	-	-
Tax Increment - Project Area #85-03B	-	-	-	-
Haircut - Project Area #85-03A	218,802	208,257	236,136	205,000
Haircut - Project Area #85-03B	324,982	285,129	332,920	320,000
Tax Increment - Project Area #85-04	8,155	-	-	-
Haircut - Project Area #85-04	118,209	83,934	119,301	85,000
Tax Increment - Project Area #87-10	-	-	-	-
Haircut - Project Area #87-10	161,631	154,785	161,507	150,000
Tax Increment - Project Area #90-08	183,650	184,898	215,276	215,000
Haircut - Project Area #90-08	32,387	31,994	37,151	35,000
Tax Increment - University Place CDA	-	-	894,777	1,000,000
Interest Earnings	86,501	104,439	105,000	-
Rental / Lease Revenue	94,760	107,800	107,800	-
FUND TOTALS	\$ 1,819,116	\$ 1,654,793	\$ 2,613,262	\$ 2,410,000

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

REDEVELOPMENT AGENCY FUND

BUDGET SUMMARY

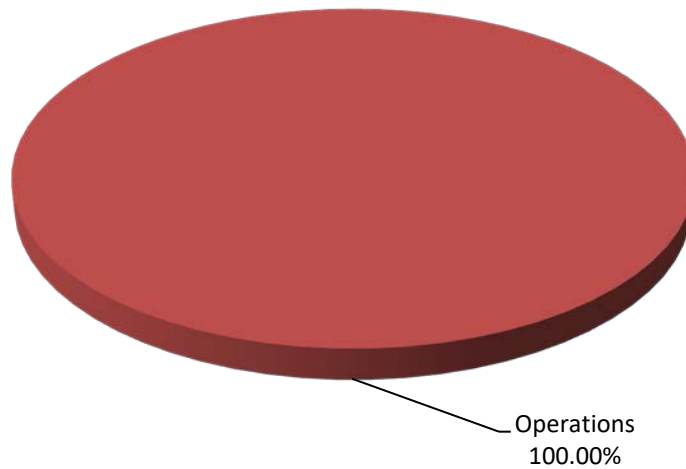
REDEVELOPMENT AGENCY FUND

FY 2019 - 2020

	<u>PERSONNEL</u>	<u>OPERATIONS</u>	<u>CAPITAL</u>	<u>TOTAL</u>
Project Area #85-01	\$ -	255,000	\$ -	\$ 255,000
Project Area #85-02	-	147,336	-	147,336
Project Area #85-03A	-	107,664	-	107,664
Project Area #85-03B	-	460,000	-	460,000
Project Area #85-04	-	80,000	-	80,000
Project Area #87-10	-	150,000	-	150,000
Project Area #90-08	-	210,000	-	210,000
University Place CDA	-	1,000,000	-	1,000,000
TOTALS	\$ -	\$ 2,410,000	\$ -	\$ 2,410,000

REDEVELOPMENT AGENCY FUND

Expenditures by Category



**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

REDEVELOPMENT AGENCY FUND

EXPENDITURES

PROJECT AREA #85-01

Expenditures in this area improve, rehabilitate, or redevelop areas within the project and provide funds for the payment of debt service on bonds issued for the construction of recreational facilities in 2002. This area no longer has any remaining active project participation agreements.

This project area's normal tax increment expired in calendar year 2014 and its additional tax increment (haircut) expires in calendar year 2021.

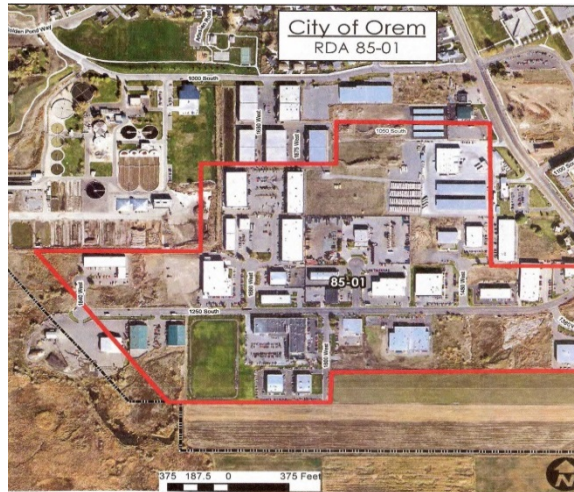
EXPENDITURES DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	TENTATIVE BUDGET FY '19-'20
Participation Agreement 85-c-002-001	\$ 1,945	\$ 2,307	\$ 49,556	\$ -
Professional & Technical Services	-	-	-	-
Fiber Optics Conduit Project	-	-	46,528	-
Contributions to Other Funds	330,645	321,000	274,390	255,000
PROJECT AREA TOTALS	\$ 332,590	\$ 323,307	\$ 370,474	\$ 255,000

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

Project 85-01: Orem Business Park

Date Created:	March 26, 1985
Base Year for Computing Tax Increment:	1985
Initial Tax Increment Request:	Fiscal Year 1990-91
Calendar Year Ending December 31, 2018 Taxable Value:	\$148,610,615
Base Year Taxable Value:	\$1,472,221
Marginal Value:	\$147,138,394
Calendar Year Beginning January 1, 2020 Increment Percentage:	Normal Increment Expired



Non-educational “Additional Tax Increment” Budgeted
(as allowed in Utah Code Annotated 17C-1-403)

Calendar Year Ending December 31, 2019:	\$230,000
---	-----------

Use: Debt service on refunding bonds issued in 2017 (original bonds were issued in 2002) for the construction of recreational facilities as allowed in Utah Code 17C-1-403.

Normal Tax Increment Budgeted:

Calendar Year Ending December 31, 2019:	\$0
---	-----

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

REDEVELOPMENT AGENCY FUND

EXPENDITURES

PROJECT AREA #85-02

Expenditures in this area improve, rehabilitate, or redevelop areas within the project and provide funds for the payment of debt service on bonds issued for the construction of recreational facilities in 2002.

This project area's normal tax increment expired in calendar year 2013 and its additional tax increment (haircut) expires in calendar year 2020.

<u>EXPENDITURES DESCRIPTION</u>	<u>ACTUAL FY '16-'17</u>	<u>ACTUAL FY '17-'18</u>	<u>ESTIMATED ACTUAL FY '18-'19</u>	<u>TENTATIVE BUDGET FY '19-'20</u>
Professional & Technical Services	\$ 6,500	\$ -	\$ -	\$ -
Fiber Optics Conduit Project	-	-	126,512	-
Contributions to Other Funds	142,211	170,000	165,000	147,336
PROJECT AREA TOTALS	<u>\$ 148,711</u>	<u>\$ 170,000</u>	<u>\$ 291,512</u>	<u>\$ 147,336</u>

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

Project 85-02: Timpanogos Research and Technology Park

Date Created:	May 14, 1985
Base Year for Computing Tax Increment:	1985
Initial Tax Increment Request:	Fiscal Year 1989-90
Calendar Year Ending December 31, 2018 Taxable Value:	\$77,930,623
Base Year Taxable Value:	\$7,333,972
Marginal Value:	\$70,596,651
Calendar Year Beginning January 1, 2020 Increment Percentage:	Normal Increment Expired



Non-educational “Additional Tax Increment” Budgeted

(as allowed in Utah Code Annotated 17C-1-403)

Calendar Year Ending December 31, 2019:	\$170,000
---	-----------

Use: Debt service on refunding bonds issued in 2017 (original bonds were issued in 2002) for the construction of recreational facilities as allowed in Utah Code 17C-1-403.

Normal Tax Increment Budgeted:

Calendar Year Ending December 31, 2019:	\$0
---	-----

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

REDEVELOPMENT AGENCY FUND

EXPENDITURES

PROJECT AREA #85-03A

Expenditures in this area improve, rehabilitate, or redevelop areas within the project and provide funds for the payment of debt service on bonds issued for the construction of recreational facilities in 2002.

This project area's normal tax increment expired in calendar year 2013 and its additional tax increment (haircut) expires in calendar year 2020.

EXPENDITURES DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	TENTATIVE BUDGET FY '19-'20
Professional & Technical Services	\$ 26,000	\$ 1,111	\$ 7,706	\$ -
Participation Agreement - Orem Mazda	72,154	61,833	-	-
Participation Agreement - Ken Garff	1,000,000	-	-	-
Property Purchases	1,530,778	-	-	-
Street Lighting	-	-	84,100	-
Future Projects	-	-	-	107,664
Contributions to Other Funds	-	-	-	-
PROJECT AREA TOTALS	\$ 2,628,932	\$ 62,944	\$ 91,806	\$ 107,664

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

Project 85-03A: 1300 South, 200 East to 800 East (Various Properties)

Date Created:	December 3, 1985
Base Year for Computing Tax Increment:	1985
Initial Tax Increment Request:	Fiscal Year 1989-90
Calendar Year Ending December 31, 2018 Taxable Value:	\$130,582,491
Base Year Taxable Value:	\$30,552,708
Marginal Value:	\$100,029,783
Calendar Year Beginning January 1, 2020 Increment Percentage:	Normal Increment Expired



Non-educational "Additional Tax Increment" Budgeted

(as allowed in Utah Code Annotated 17C-1-403)

Calendar Year Ending December 31, 2019:	\$205,000
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Use: Debt service on refunding bonds issued in 2017 (original bonds were issued in 2002) for the construction of recreational facilities as allowed in Utah Code 17C-1-403.

Normal Tax Increment Budgeted:

Calendar Year Ending December 31, 2019:	\$0
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**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

REDEVELOPMENT AGENCY FUND

EXPENDITURES

PROJECT AREA #85-03B

Expenditures in this area improve, rehabilitate, or redevelop areas within the project and provide funds for the payment of debt service on bonds issued for the construction of recreational facilities in 2002.

This project area's normal tax increment expired in calendar year 2013 and its additional tax increment (haircut) expires in calendar year 2020.

EXPENDITURES DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	TENTATIVE BUDGET FY '19-'20
Professional & Technical Services	\$ 36,400	\$ 12,500	\$ 12,500	\$ -
Participation Agreement - B. Brown Toyota	-	659,500	-	-
Future Projects	-	-	-	310,000
Contributions to Other Funds	534,237	911,242	210,100	150,000
PROJECT AREA TOTALS	\$ 570,637	\$ 1,583,242	\$ 222,600	\$ 460,000

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

Project 85-03B: 1300 South, 200 East to 1500 West (Various Properties)

Date Created:	December 12, 1985
Base Year for Computing Tax Increment:	1985
Initial Tax Increment Request:	Fiscal Year 1989-90
Calendar Year Ending December 31, 2017 Taxable Value:	\$139,965,682
Base Year Taxable Value:	\$6,854,457
Marginal Value:	\$133,111,225
Calendar Year Beginning January 1, 2019 Increment Percentage:	Normal Increment Expired



Non-educational “Additional Tax Increment” Budgeted
(as allowed in Utah Code Annotated 17C-1-403)

Calendar Year Ending December 31, 2019:	\$320,000
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Use: Debt service on refunding bonds issued in 2017 (original bonds were issued in 2002) for the construction of recreational facilities as allowed in Utah Code 17C-1-403.

Normal Tax Increment Budgeted:

Calendar Year Ending December 31, 2019:	\$0
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**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

REDEVELOPMENT AGENCY FUND

EXPENDITURES

PROJECT AREA #85-04

Expenditures in this area improve, rehabilitate, or redevelop areas within the project and provide funds for the payment of debt service on bonds issued for the construction of recreational facilities in 2002.

This project area's normal tax increment expired in calendar year 2013 and its additional tax increment (haircut) expires in calendar year 2020.

EXPENDITURES DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	TENTATIVE BUDGET FY '19-'20
Professional & Technical Services	\$ -	\$ -	\$ -	\$ -
Improvement - Right Turn Lane 400 S	177,941	-	-	-
Street Lights - State Street	-	197,581	-	-
Future Project	-	-	3,707	80,000
Contributions to Other Funds	177,613	-	-	-
PROJECT AREA TOTALS	\$ 355,554	\$ 197,581	\$ 3,707	\$ 80,000

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

Project 85-04: State Street, 400 South to 800 South (Various Properties)

Date Created:	September 30, 1986
Base Year for Computing Tax Increment:	1986
Initial Tax Increment Request:	Fiscal Year 1989-90
Calendar Year Ending December 31, 2018 Taxable Value:	\$64,587,171
Base Year Taxable Value:	\$18,801,179
Marginal Value:	\$45,785,992
Calendar Year Beginning January 1, 2020 Increment Percentage:	Normal Increment Expired



Non-educational “Additional Tax Increment” Budgeted

(as allowed in Utah Code Annotated 17C-1-403)

Calendar Year Ending December 31, 2019:	\$85,000
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Use: Debt service on refunding bonds issued in 2017 (original bonds were issued in 2002) for the construction of recreational facilities as allowed in Utah Code 17C-1-403.

Normal Tax Increment Budgeted:

Calendar Year Ending December 31, 2019:	\$0
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**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

REDEVELOPMENT AGENCY FUND

EXPENDITURES

PROJECT AREA #87-10

Expenditures in this area improve, rehabilitate, or redevelop areas within the project and provide funds for the payment of debt service on bonds issued for the construction of recreational facilities in 2002.

This project area's normal tax increment expired in calendar year 2014 and its additional tax increment (haircut) expires in calendar year 2021.

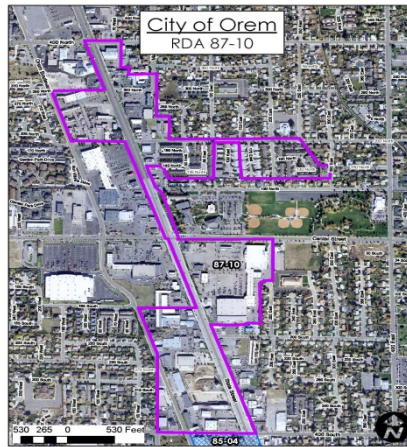
EXPENDITURES DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	TENTATIVE BUDGET FY '19-'20
Professional & Technical Services	\$ 52,423	\$ -	\$ -	\$ -
Street Lights - State Street	-	92,742	-	-
Future Projects	-	200,000	100,041	90,000
Contributions to Other Funds	211,631	160,000	50,000	60,000
PROJECT AREA TOTALS	\$ 264,054	\$ 452,742	\$ 150,041	\$ 150,000

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

Project 87-10: State Street, 400 North to 400 South (Various Properties)

Date Created:	February 2, 1988
Base Year for Computing Tax Increment:	1988
Initial Tax Increment Request:	Fiscal Year 1990-91
Calendar Year Ending December 31, 2018 Taxable Value:	\$104,631,674
Base Year Taxable Value:	\$32,815,215
Marginal Value:	\$71,816,459
Calendar Year Beginning January 1, 2020 Increment Percentage:	Normal Increment Expired



Non-educational “Additional Tax Increment” Budgeted

(as allowed in Utah Code Annotated 17C-1-403)

Calendar Year Ending December 31, 2019:	\$150,000
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Use: Debt service on refunding bonds issued in 2017 (original bonds were issued in 2002) for the construction of recreational facilities as allowed in Utah Code 17C-1-403.

Normal Tax Increment Budgeted:

Calendar Year Ending December 31, 2019:	\$0
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**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

REDEVELOPMENT AGENCY FUND

EXPENDITURES

PROJECT AREA #90-08

Expenditures in this area improve, rehabilitate, or redevelop areas within the project and provide funds for the payment of debt service on bonds issued for the construction of recreational facilities in 2002.

This project area's normal tax increment expires in calendar year 2020 and its additional tax increment (haircut) expires in calendar year 2023.

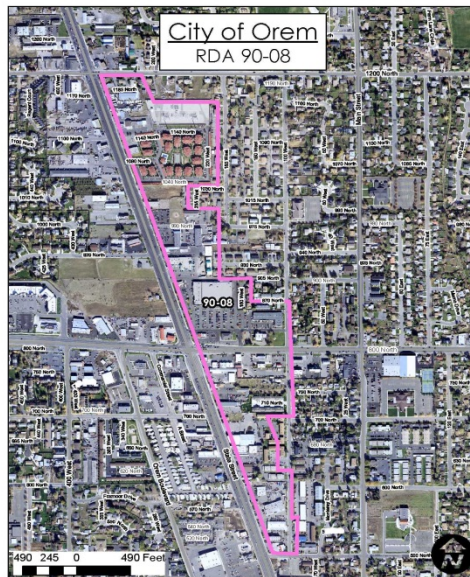
EXPENDITURES DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	TENTATIVE BUDGET FY '19-'20
Professional & Technical Services	\$ -	\$ 23,900	\$ 26,102	\$ -
Future Projects	-	-	103,898	130,000
Contributions to Other Funds	152,387	50,000	90,000	80,000
PROJECT AREA TOTALS	\$ 152,387	\$ 73,900	\$ 220,000	\$ 210,000

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

Project 90-08: 500 North to 1200 North between 100 West & State Street (Various Properties)

Date Created:	May 1, 1990
Base Year for Computing Tax Increment:	1990
Initial Tax Increment Request:	Fiscal Year 1992-93
Calendar Year Ending December 31, 2018 Taxable Value:	\$48,776,200
Base Year Taxable Value:	\$11,172,447
Marginal Value:	\$37,603,753
Calendar Year Beginning January 1, 2020 Increment Percentage:	60%



Non-educational “Additional Tax Increment” Budgeted

(as allowed in Utah Code Annotated 17C-1-403)

Calendar Year Ending December 31, 2019:	\$35,000
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Use: Debt service on refunding bonds issued in 2017 (original bonds were issued in 2002) for the construction of recreational facilities as allowed in Utah Code 17C-1-403.

Normal Tax Increment Budgeted:

Calendar Year Ending December 31, 2019:	\$215,000
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Use: RDA costs as allowed in Utah Code 17C-1 in this district and debt service on refunding bonds issued in 2017 (original bonds were issued in 2002) for the construction of recreational facilities as allowed in Utah Code 17C-1-403.

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

REDEVELOPMENT AGENCY FUND

EXPENDITURES

UNIVERSITY PLACE CDA

Expenditures in the University Place Community Development Area (CDA) are intended to improve, revitalize, repurpose and/or expand development within the CDA. This includes residential, retail, hotel, and professional office development.

This project area's normal tax increment expires in calendar year 2037.

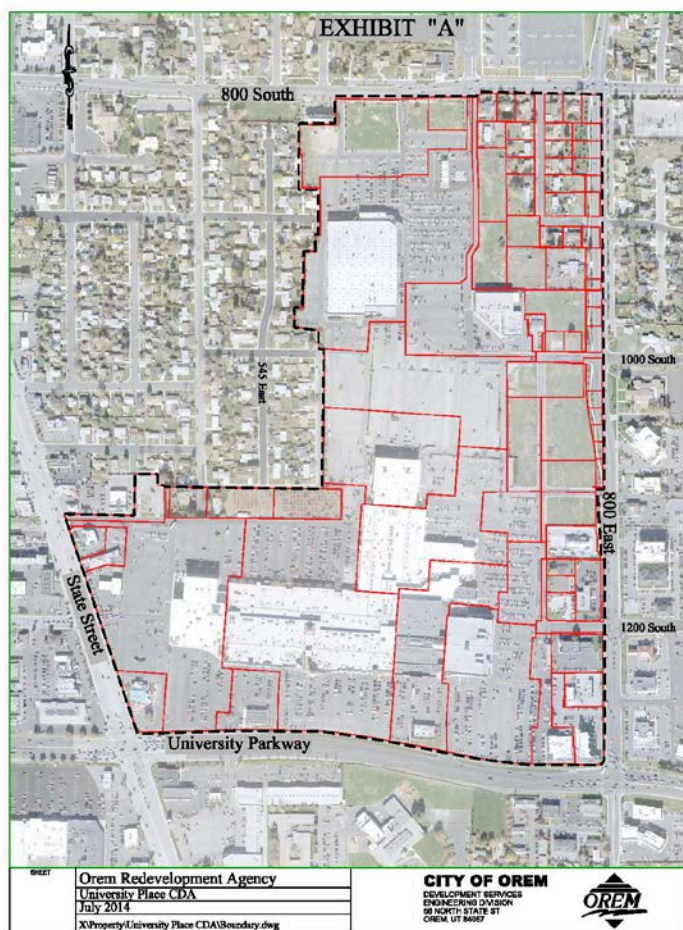
EXPENDITURES DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	TENTATIVE BUDGET FY '19-'20
University Place CDA Incentive Agreement	\$ -	\$ -	\$ 805,299	\$ 900,000
Future Projects	-	-	48,509	50,000
Contributions to Other Funds	-	-	44,739	50,000
PROJECT AREA TOTALS	\$ -	\$ -	\$ 898,547	\$ 1,000,000

**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

**University Place CDA: Approximately 800 South to 1300 South (University Parkway) between
800 East & State Street (Various Properties)**

Date Created:	September 23, 2014
Base Year for Computing Tax Increment:	2013
Initial Tax Increment Request:	Fiscal Year 2018-2019
Calendar Year Ending December 31, 2018 Taxable Value:	\$275,499,081
Base Year Taxable Value:	\$129,187,998
Marginal Value:	\$146,311,083
Calendar Year 2020 Increment Percentage (All Non-ASD):	75%
Calendar Year 2020 Increment Percentage (Alpine School District):	65%



Normal Tax Increment Budgeted:

Calendar Year Ending December 31, 2019:	\$1,000,000
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**REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

**REDEVELOPMENT AGENCY FUND
ACTIVE PARTICIPATION AGREEMENTS**

Agreement Number	Project Area	Name	Description	Terms
RDA-A-2015-0001	UP CDA	University Mall Shopping Center L.C.	90% of Available Tax Increment Received (Subject to Benchmarks & Caps/Maximums)	20 Years Starts: Fiscal Year 2018-2019 Ends: Fiscal Year 2037-2038

RELATED OUTSTANDING DEBT

**\$2,898,000 Series 2017 Sales Tax Revenue Refunding Bonds
Amortization Schedule**

Fiscal Year	Principal	Interest	Total
2019-2020	\$ 352,000	\$ 23,435	\$ 375,435
2020-2021	360,000	16,606	376,606
2021-2022	243,000	9,623	252,623
2022-2023	253,000	4,908	257,908
Totals	\$ 1,208,000	\$ 54,572	\$ 1,262,572

REDEVELOPMENT AGENCY
OF THE
CITY OF OREM
TENTATIVE BUDGET

FISCAL YEAR 2019-2020

CITY OF OREM
RDA MAP

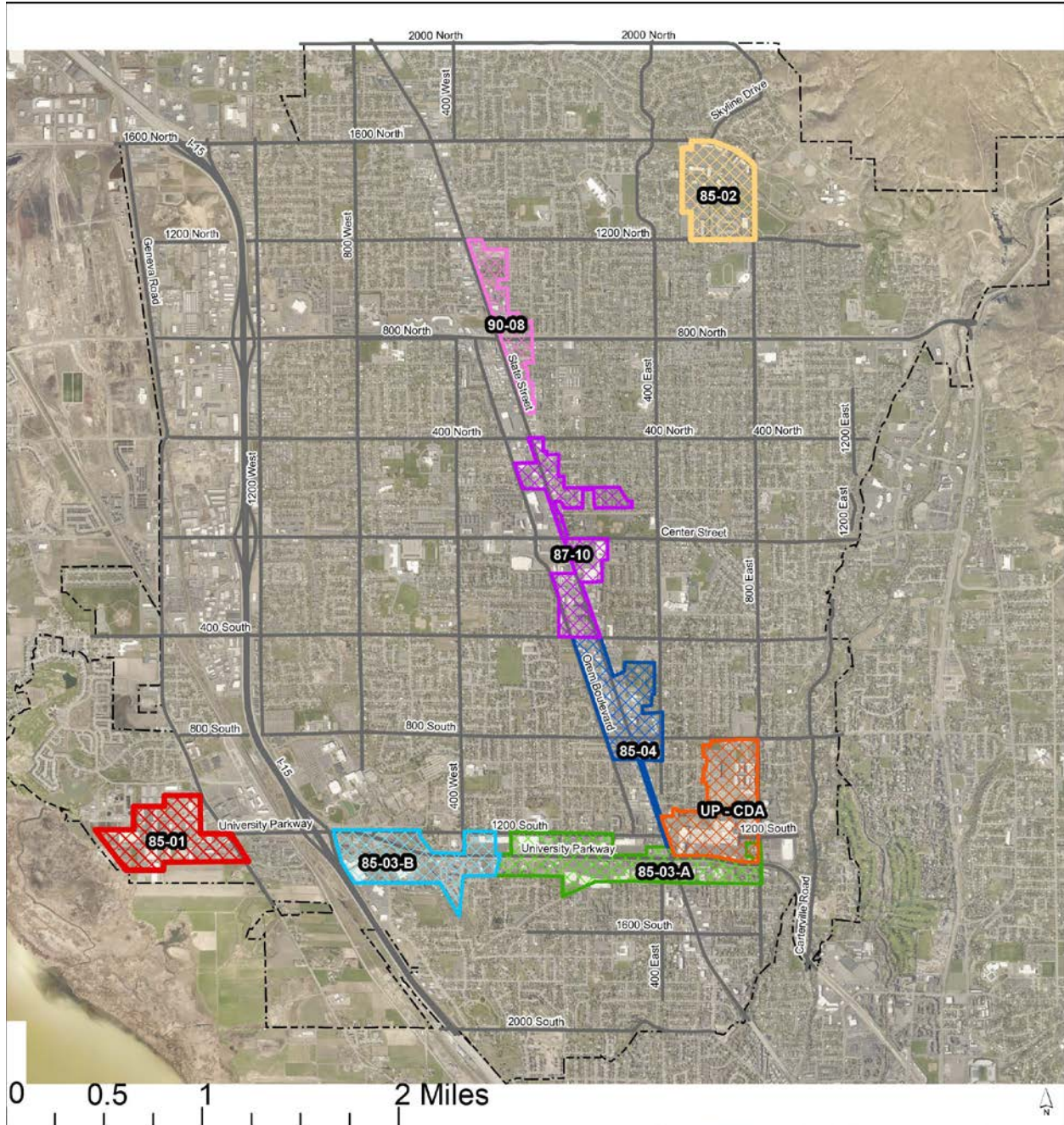


EXHIBIT "B"
BUDGET AMENDMENTS
FISCAL YEAR 2018-2019

REDEVELOPMENT AGENCY FUND

REVENUES

Account Number	Description	Previous Budget	Current Budget
23-3111-014	University Place CDA	\$ -	\$ 894,776.72
53-3111-003-004	Haircut 85-03B	280,000.00	332,919.64
53-3111-008	Tax Increment 90-08	180,000.00	215,276.39
53-3111-010-001	Haircut 87-10	154,017.09	161,506.85
53-3610	Interest Earnings	-	120,000.00
Total		<u>\$ 614,017.09</u>	<u>\$ 1,724,479.60</u>
Net Fund Increase (Decrease)			<u><u>\$ 1,110,462.51</u></u>

EXPENDITURES

Account Number	Description	Previous Budget	Current Budget
University Place CDA			
23-9714-540	Woodbury Participation Agreement	\$ -	\$ 805,299.04
23-9714-731-100	CDA Area Projects	-	44,738.84
23-9714-920-001	Contribution To - Fund 10 - Overhead	-	44,738.84
Project Area 85-02			
53-9702-731-462	Fiber Optics Conduit Project	126,512.46	138,640.68
Project Area 85-03A			
53-9703-731-100	Temp Proj 85-03A	150,470.97	292,691.48
Project Area 85-03B			
53-9703-731-101	Temp Proj 85-03B	3,818,411.83	3,825,859.33
Project Area 90-08			
53-9708-731-100	Temp Proj 90-08	683,915.72	732,272.85
Project Area 87-10			
53-9710-731-100	Temp Proj 87-10	100,041.69	105,574.12
Total		<u>\$ 4,879,352.67</u>	<u>\$ 5,989,815.18</u>
Net Fund Increase (Decrease)			<u><u>\$ 1,110,462.51</u></u>

City of Orem
56 North State Street
Orem, Utah 84057
www.orem.org

DRAFT

SPECIAL SERVICE LIGHTING DISTRICT
of the
CITY OF OREM
May 14, 2019

CONDUCTING Chair Richard F. Brunst, Jr.

BOARD OF DIRECTORS Richard F. Brunst, Debby Lauret, Sam Lentz, Tom Macdonald, Mark Seastrand, David Spencer, and Brent Sumner

APPOINTED STAFF Jamie Davidson, Brenn Bybee, Greg Stephens, Richard Manning, Brandon Nelson, and Jackie Lambert

EXCUSED Tom Macdonald

The Special Service Lighting District (SSLD) Meeting convened at 8:41 p.m.

CONSENT ITEMS

APPROVAL OF MINUTES – May 22, 2018

Mr. Lentz moved to approve the minutes for the May 22, 2018 meeting of the Special Service Lighting District. **Mr. Spencer seconded** the motion. Those voting aye: Richard F. Brunst, Debby Lauret, Sam Lentz, Mark Seastrand, David Spencer, and Brent Sumner. The motion **passed**.

SCHEDULED ITEMS

RESOLUTION – Tentatively Adopting the Street Lighting Special Service District Tentative Budget for the SSLD Agency of the City of Orem Fiscal Year 2019-2020

Brandon Nelson presented The Executive Director recommendation that the Street Lighting Special Service District Board hold a public hearing then by resolution tentatively adopt the Fiscal Year 2019-2020 Tentative Budget and set a public hearing to adopt the final budget on May 28, 2019, at 6:20 p.m.

The Street Lighting Special Service District (SSLD) of the City of Orem was responsible for adopting the annual budget for the maintenance of the city-wide street lighting. This budget contained no changes to the fees dedicated to street lighting. The Tentative Budget was made available for review and to download at Orem.org.

Mr. Nelson identified the major revenues generated for the SSLD, which included a street lighting fee charged to residents and businesses within the city, and the other was contributions

DRAFT

1 which consisted of franchise taxes. As part of this budget, some districts had expired so the fee
2 was replaced with a maintenance fee. The current fee beginning April 1, 2019, was \$2.34 from
3 \$3.25, and would roll out the same way the original fee had, neighborhood by neighborhood.

4
5 Mrs. Lauret asked if Cherry Hill and Lakeview neighborhoods had already seen a lower fee. Mr.
6 Nelson said those two neighborhoods were already at the rate of \$2.34. The biggest change was
7 for businesses that would not pay a one-time fee for all twelve months of the year. Mr. Manning
8 said businesses would receive a renewal letter from the City indicating the change. There may be
9 concern with the upfront payment; however it would generally be a big reduction in the overall
10 cost for the year. They were broadening the base, and lowering the rate.

11
12 **Mr. Spencer moved**, by resolution, to tentatively adopt the SSLD Fiscal Year 2019-2020
13 Tentative Budget and set a public hearing for May 28, 2019, at 6:20 p.m. to adopt the Final
14 Budget. **Mr. Lentz seconded** the motion. Those voting aye: Richard F. Brunst, Debby Lauret,
15 Sam Lentz, Mark Seastrand, David Spencer, and Brent Sumner. The motion **passed**.

16 17 18 **ADJOURNMENT**

19
20 **Mr. Spencer moved** to adjourn the meeting. **Mr. Lentz seconded** the motion. Those voting aye:
21 Richard F. Brunst, Debby Lauret, Sam Lentz, Mark Seastrand, David Spencer, and Brent
22 Sumner. The motion **passed**.

23
24 The meeting adjourned at 8:45 p.m.

AMENDED
BYLAWS OF THE
SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM, UTAH

ADOPTED BY SPECIAL SERVICE LIGHTING DISTRICT RESOLUTION NO. SLD-RES-00-0001
AMENDED BY SPECIAL SERVICE LIGHTING DISTRICT RESOLUTION NO. SLD-RES-04-0003

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1	Name of District	1
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3	Rights, Powers and Authority of the District	1
4	Governing Board	1
5	Seal of District	1
6	Office of District	1
7	Fiscal Year of District	2
8	Annual Audit	2
9	Annual Budget	2
10	Required Reports	2

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1	Officers	2
2	Chair	2
3	Vice-Chair	2
4	Boardmembers	2
5	Additional Duties	2
6	Reimbursement for Expenses	3

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4	Attorney	4
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4	Regular Meetings	5
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8	Meeting Information	5
9	Quorum	5
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2	Rules and Regulations	6

BYLAWS OF THE
SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM, UTAH

ARTICLE I – THE DISTRICT

Section 1. Name of District. The name of the district shall be the “Special Service Lighting District of the City of Orem, Utah” in accordance with Resolution R-99-0047 adopted by the City Council of the City of Orem, Utah, dated June 22, 1999.

Section 2. Purpose of District. The purpose of the District is to provide street lighting within the City of Orem.

Section 3. Rights, Powers and Authority of the District. As provided in State law, the District shall be a separate body politic and corporate and a quasi-municipal public corporation distinct from the City of Orem. The District shall have the following rights, powers, and authority: (a) purchase, install and maintain street lights, poles, and fixtures, (b) install and maintain conduit and wiring needed to operate the street lights, (c) pay for the electricity required to operate the street lights, (d) collect fees to pay for the street lighting, (e) administer all aspects of the street lighting program, (f) perform any other services to implement and sustain a street lighting program for the City of Orem, (g) contract with other entities to provide some or all of these services, and (h) all other rights, powers, and authority not expressly stated as established by State law.

Section 4. Governing Board. The governing board of the District shall be known as the Board of Directors of the Special Service District of the City of Orem, Utah. The Board of Directors shall be composed of the seven members of the City Council. Each member shall have one vote.

Section 5. Seal of District. The Seal of the District shall be in the form of a circle and shall bear the name of the District and the year of its organization.

Section 6. Office of District. The offices of the District shall be located in the Orem City Center located at 56 North State Street, Orem, Utah.

Section 7. Fiscal Year of District. The fiscal year of the District shall be from July 1 through June 30 of each year.

Section 8. Annual Audit. The District shall cause an annual independent audit, in conjunction with the audit of the City of Orem, of the immediate past fiscal year financial transactions and operations to be completed in accordance with State law and professional auditing standards, requirements, and practices established for governmental entities.

Section 9. Annual Budget. The District shall review and approve an annual budget in accordance with State law.

Section 10. Required Reports. The District shall file any required reports with other agencies in accordance with State law.

ARTICLE II – OFFICERS AND BOARDMEMBERS

Section 1. Officers. The officers of the District shall be a Chair and a Vice-Chair. The Chair shall be the Mayor of the City of Orem and the Vice-Chair shall be the Mayor Pro-Tem of the City of Orem.

Section 2. Chair. The Chair shall preside at all meetings of the District, execute all District approved resolutions, contracts, agreements, and be the titular head of the District.

Section 3. Vice-Chair. The Vice-Chair of the District shall perform the duties of the Chair in the absence of the Chair.

Section 4. Boardmembers. The members of the City Council of the City of Orem shall be boardmembers of the District.

Section 5. Additional Duties. At the meetings of the District, any Boardmember may submit such recommendations and information as they may consider proper concerning the business, affairs, and policies of the District. The Officers and Boardmembers of the District shall perform such other duties and functions as may from time to time be required by the District, the bylaws, or rules and regulations of the District.

Section 6. Reimbursement for Expenses. The Board of Directors of the District shall be reimbursed for expenses incurred in carrying out their official responsibilities by the District.

ARTICLE III – EMPLOYEES

Section 1. Chief Executive Officer. The Chief Executive Officer shall be the City Manager of the City of Orem. Under the policy direction of the Board of Directors of the District, the Chief Executive Officer shall:

- A. Direct the affairs of the District;
- B. Ensure, through the Treasurer, the proper care and custody of all District funds;
- C. Ensure proper disbursement and deposit of funds, in the name of the District, in or from such bank or banks as the District may select;
- D. Prepare or cause to be prepared all contracts, agreements, resolutions, deeds and other instruments necessary for District business;
- E. Execute all administrative documents or instruments that carry out District policies.
- F. Ensure that all checks or vouchers of the District have two (2) of the following signatures:
 - (1) The Treasurer, and/or his/her designee; and
 - (2) The Financial Officer, and/or his/her designee.
- G. Ensure, through the Secretary, the proper keeping of minutes and other official records.
- H. Provide a regular accounting of the financial transactions and conditions of the District.
- I. Implement the necessary administrative policies and procedures to carry out the affairs of the District.
- J. Do all other things necessary for the proper conduct of District affairs.

Section 2. Secretary. The Secretary shall be the City Recorder of the City of Orem. The Secretary shall, under the general direction of the Chief Executive Officer, keep the official minutes and records of the District, shall act as the secretary for the meetings of the District and record all votes, shall keep a record of the proceedings of the District, shall keep the seal of the District, and shall have the power to affix such seal to all documents authorized to be executed by the District. The Assistant Secretary(s) shall be the Deputy Recorder(s) of the City of Orem.

Section 3. Treasurer. The Treasurer shall be the Treasurer of the City of Orem. The Treasurer shall, under the general direction of the Chief Executive Officer, be responsible to ensure the proper care

and custody of all funds of the District and shall ensure proper disbursement of and deposit of the funds in the name of the District in or from such bank as the District may select.

Section 4. Attorney. The Attorney shall be the City Attorney of the City of Orem. The Attorney shall, under the general direction of the Chief Executive Officer, provide legal advice, and services to the District. When appropriate, the services of legal specialists may be utilized.

Section 5. Financial Officer. The Financial Officer shall be the Director of Administrative Services for the City of Orem. The Financial Officer shall, under the general direction of the Chief Executive Officer, be responsible for the financial affairs of the District including the preparation of financial reports, annual audits and the general caring for the financial affairs of the District.

Section 6. Other Employees. The Chief Executive Officer may, from time to time, employ such additional personnel as may be necessary to exercise the powers, duties and functions of the District prescribed by the laws of the State of Utah, after approval of the Board of Directors of the District. The selection and compensation of such personnel shall be determined by the Chief Executive Officer subject to the policies established by the Board of Directors of the District.

Section 7. Compensation. The Board of Directors of the District may establish compensation rates for employees from time to time. The employees of the District shall be reimbursed for expenses incurred in carrying out their official responsibility by the District.

ARTICLE IV – MEETINGS

Section 1. Open Meetings. The District's meetings shall be open to the public except for closed door meetings as outlined in this Article.

Section 2. Organizational Meeting. The organizational meeting of the District shall be held on such day and at such time as determined by the Mayor of the City of Orem.

Section 3. Annual Meeting. The Annual Meeting of the District shall be held during the months of May or June in conjunction with the District's adoption of the Fiscal Year Budget, or at a time and place

set by the Chair. In the event such date shall fall on a legal holiday, the annual meeting shall be held on the next succeeding business day or at another convenient time set by the Chair.

Section 4. Regular Meetings. The regular meetings of the District shall be held at intervals deemed appropriate by the Authority. Official notice shall be given of the time, place, and agenda of the meeting.

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Section 6. Emergency Meetings. The Chair shall call an emergency meeting of the Board whenever the Chair deems it imperative for the Board to take emergency action on business affairs of the District.

Section 7. Closed-door Meetings. The District may meet in Closed-door Meetings upon approval of the Board to discuss matters allowed by State law for public entities.

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Section 9. Quorum. The power of the District shall be vested in the Board of Directors of the District. Four (4) members shall constitute a quorum for the purpose of conducting its business and exercising its powers and for all other purposes. Action may be taken by the Board of Directors upon positive vote of at least four (4) members.

Section 10. Order of Business. At the regular meetings of the District, the following shall be the order of business:

1. Call to order.
2. Approval of Minutes.
3. Scheduled Items.
4. Adjournment.

Section 11. Official Book of Minutes and Resolutions. The Chief Executive Officer shall cause Official Books of approved Minutes and Resolutions to be created and maintained.

ARTICLE V – AMENDMENTS OF THE BYLAWS

Section 1. Amendments of the District Bylaws. The Bylaws of the District may be amended by majority vote of the Board of Directors of the District at a regular or special meeting.

Section 2. Review of Bylaws. The Bylaws of the District shall be reviewed by the Board of Directors at each annual meeting.

ARTICLE VI – MISCELLANEOUS

Section 1. Performance Bonds. The Officers, Boardmembers, and Employees of the District shall be bonded for faithful performance of their duties as the District may determine appropriate. The District shall pay the costs of these bonds.

Section 2. Rules and Regulations. Upon recommendation of the Chief Executive Officer, the Board of Directors may establish rules and regulations governing the affairs of the District.



City Council Agenda Item Report

Meeting Date: May 28, 2019

Submitted by: Brandon Nelson

Submitting Department: City Manager's Office

Item Type: Public Hearing

Agenda Section:

Subject:

PUBLIC HEARING

RESOLUTION - Adopt Special Service Lighting District of the City of Orem (SSLD) FY 2019-2020 Budget

Suggested Action:

The Executive Director recommends the SSLD Board hold a public hearing then by resolution adopt the Fiscal Year 2019-2020 Budget. On May 14, 2019, the Board of Directors received the SSLD Tentative Budget for Fiscal Year 2019-2020. The purpose of this hearing is to receive input from the citizens, make any changes, approve, and adopt the Budget for Fiscal Year 2019-2020.

Presenter:

Richard Manning & Brandon Nelson

Background:

Potentially Affected Area:

Citywide

Attachments:

[Budget - FY 2020 - SSLD - Tentative.pdf](#)

SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM

TENTATIVE BUDGET

FISCAL YEAR 2019-2020



City of Orem
56 North State Street
Orem, Utah 84057
www.orem.org

**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

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**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

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**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

**STREET
LIGHTING
FUND**

**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

STREET LIGHTING FUND

The Special Service Lighting District (or Street Lighting Fund) is a separate legal entity from the City of Orem that has the statutory ability to provide street lighting services within the City. The City Council acts as the governing authority for the Special Service Lighting District.

REVENUES

Revenues for the Street Lighting Fund are primarily derived from a street lighting fee collected on city utility bills and a contribution from the City's General Fund.

REVENUE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	TENTATIVE BUDGET FY '19-'20
Street Lighting Fees	\$ 888,821	\$ 918,804	\$ 880,000	\$ 870,000
Interest Earnings	13,078	20,993	25,000	20,000
Miscellaneous Revenues	92,933	91,085	50,000	50,000
Contributions from Other Funds	715,000	790,000	790,000	790,000
FUND TOTALS	\$ 1,709,832	\$ 1,820,882	\$ 1,745,000	\$ 1,730,000

**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

STREET LIGHTING FUND

BUDGET SUMMARY

STREET LIGHTING FUND

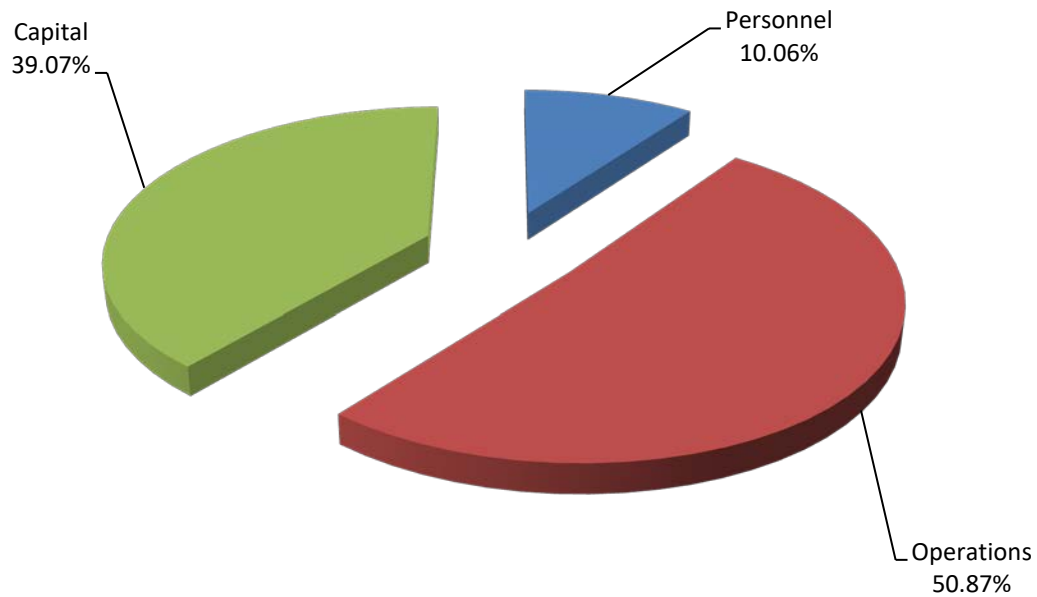
FY 2019 - 2020

	# OF EMP. *	PERSONNEL	OPERATIONS	CAPITAL	TOTAL
Street Lighting Administration	1	\$ 174,061	\$ 254,347	\$ 675,867	\$ 1,104,275
Street Lighting Electric Power	0	-	340,000	-	340,000
Street Lighting Energy Savings Lease	0	-	285,725	-	285,725
TOTALS	1	\$ 174,061	\$ 880,072	\$ 675,867	\$ 1,730,000

* Number of benefitted employees

STREET LIGHTING FUND

Expenditures by Category



**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

STREET LIGHTING FUND

EXPENSES

Provides administration and maintenance services for the City Street Lighting program and provided funding for the street lighting bonds that paid for the construction of the City-wide street lighting system. In March of 2019, the street lighting fee was continued but modified in order to provide continued funding for maintenance of the street lighting system.

EXPENSE DESCRIPTION	ACTUAL FY '16-'17	ACTUAL FY '17-'18	ESTIMATED ACTUAL FY '18-'19	TENTATIVE BUDGET FY '19-'20
Salaries & Wages - Permanent	\$ 55,118	\$ 56,394	\$ 56,747	\$ 59,322
Salaries & Wages - Temporary	31,791	26,637	40,500	64,300
Salaries & Wages - Overtime	11,537	8,991	11,000	11,000
Fringe Benefits	36,725	33,746	35,739	39,439
Subscriptions, Memberships, & Publications	130	170	250	250
Employee Development	1,477	931	2,350	2,350
Supplies	3,945	14,014	12,500	12,500
Uniforms	325	18	700	700
Equipment	2,675	3,574	15,050	15,050
Fuel	1,786	2,170	3,300	3,300
Electric Power	223,803	143,709	340,000	340,000
Telephone & Communications	1,165	1,368	1,500	1,500
Maintenance & Repair	27,949	29,334	48,290	48,290
Fleet Maintenance Charge	1,021	1,536	2,592	3,454
Professional & Technical Services	-	-	3,250	3,250
Special Departmental Supplies	-	-	700	700
Insurance & Surety	-	2,500	2,500	3,000
Miscellaneous Expenses	180	5,435	600	600
Administration Charge	46,620	52,657	55,823	56,037
Purchasing & Warehousing Charge	285	2,522	8,174	9,458
Information Technology Charge	3,049	3,286	3,602	6,790
Equipment Lease/Rent	-	371	2,500	2,500
Light System Lease	680,181	548,300	-	-
Bad Debt Expense	1,274	1,523	2,000	2,000
Depreciation Expense	44,338	44,116	-	-
Street Lighting Construction	-	-	680,940	597,667
Vehicle Replacement & Other Capital Items	-	-	32,000	78,200
Contributions to Other Funds	44,608	422,481	370,393	368,343
FUND TOTALS	\$ 1,219,982	\$ 1,405,783	\$ 1,733,000	\$ 1,730,000

**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

**FEES &
CHARGES**

**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

STREET LIGHTING FUND

FEES & CHARGES

The City is moving into maintaining a mature street lighting system. The fees listed in the table below will cover ongoing system operations and maintenance with a small capital budget. The City has adopted the new ELU structure to reduce the current fee of \$3.25 per month and move toward billing each residence, business, and institution one ELU of \$2.34 per month. This new ELU rate will be phased in by neighborhood.

STREET LIGHTING FEE

Fee Description	Proposed Fee
Street Lighting Fee (cost per month):	
Cherry Hill and Lakeview neighborhoods – Effective April 1, 2019	\$2.34
All businesses, apartments, institutional accounts (schools, churches, nonprofits, etc.) – Effective July 1, 2019 *	\$2.34
Geneva Heights, Windsor, Orem, Orem North, Suncrest, Lakeridge, Stonewood, Sunset Heights East, Orem Park neighborhoods – Effective July 1, 2019	\$2.34
All other neighborhoods	\$3.25

Effective Date of Fee Change for “All Other Neighborhoods”

Effective July 1, 2020 – Aspen, Heatheridge, Northridge, Sharon, and Sunset Heights West.

Effective July 1, 2021 – Cascade, Hillcrest, Orchard, Sharon Park, and Timpview.

Effective July 1, 2022 – Canyon View

*Businesses will pay their annual street lighting fee upon issuance or renewal of their business license.
(12 Months x \$2.34 = \$28.08)

**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

**FUND
TRANSFERS**

**SPECIAL SERVICE LIGHTING DISTRICT
OF THE
CITY OF OREM
TENTATIVE BUDGET**

FISCAL YEAR 2019-2020

STREET LIGHTING FUND

OVERVIEW

This section of the FY 2019-2020 Tentative Budget outlines and summarizes the intended transfers of money from the City's Street Lighting Fund to other funds as required under Utah Municipal Code 10-6-135.5(3)(b).

TRANSFERS

The Street Lighting Fund transfers that are not classified as an allocation of costs between funds, are not associated with costs pertaining to the purpose for which this fund was created, and will not be repaid are listed in the table below.

<u>TRANSFER FROM</u>	<u>TRANSFER TO</u>	<u>TRANSFER AMOUNT</u>	<u>% OF TOTAL ENTERPRISE FUND EXPENDITURES</u>
Street Lighting Fund	General Fund	\$ 15,000	0.9%

City of Orem
56 North State Street
Orem, Utah 84057
www.orem.org

DRAFT

MUNICIPAL BUILDING AUTHORITY
of the
CITY OF OREM
May 22, 2018

CONDUCTING

Chair Richard F. Brunst

BOARD OF DIRECTORS

Chair Richard F. Brunst, Debby Lauret, Sam Lentz, Mark Seastrand, David Spencer*, and Brent Sumner (*participated electronically)

APPOINTED STAFF

Jamie Davidson, Chief Executive Officer; Brenn Bybee, Richard Manning, Brandon Nelson, Greg Stephens and Jody Bates

The Municipal Building Authority (MBA) Meeting convened at 9:30 p.m.

APPROVAL OF MINUTES – June 13, 2017

Chair Brunst **moved** to approve the minutes from the June 13, 2017, meeting of the Municipal Building Authority as presented. Sam Lentz **seconded** the motion. Those voting aye: Richard F. Brunst, Debby Lauret, Sam Lentz, Mark Seastrand, David Spencer, and Brent Sumner. The vote was unanimous, motion **passed**.

SCHEDULED ITEMS

ANNUAL REVIEW - Municipal Building Authority of the City of Orem (MBA) Bylaws

The Chief Executive Officer of the Municipal Building Authority of the City of Orem recommends that the Board of Directors adopt the bylaws as written.

The MBA Bylaws stipulate that the bylaws “shall be reviewed by the Board of Directors at each annual meeting” and may be amended “by majority vote of the Board of Directors of the Authority at a regular or special meeting.” The Chief Executive Officer is not recommending any changes to the bylaws at this time.

Chair Brunst **moved** to adopt the Bylaws of the Municipal Building Authority as written. Mark Seastrand **seconded** the motion. Those voting aye: Richard F. Brunst, Debby Lauret, Sam Lentz, Mark Seastrand, David Spencer, and Brent Sumner. The vote was unanimous, motion **passed**.

NOTE: There was continued discussion on an item from the regular City Council Meeting agenda. The minutes of that discussion have been included in those minutes.

48 **ADJOURNMENT**

49

50 Chair Brunst **moved** to adjourn the meeting. Debby Lauret **seconded** the motion. Those voting
51 aye: Richard F. Brunst, Debby Lauret, Sam Lentz, Mark Seastrand, David Spencer, and Brent
52 Sumner. The vote was unanimous, motion **passed**.

53

54 The meeting adjourned at 9:36 p.m.

**AMENDED
BYLAWS OF THE
MUNICIPAL BUILDING AUTHORITY
OF THE
CITY OF OREM, UTAH**

ADOPTED BY CITY COUNCIL RESOLUTION NO. 2059-90
AMENDED BY MUNICIPAL BUILDING AUTHORITY RESOLUTION NO. MBA-RE-04-0004

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**BYLAWS OF THE
MUNICIPAL BUILDING AUTHORITY
OF THE
CITY OF OREM, UTAH**

ARTICLE I - THE AUTHORITY

Section 1. Name of Authority. The name of the authority shall be the "Municipal Building Authority of the City of Orem, Utah" in accordance with Resolution # 2059-90 adopted by the City Council of the City of Orem, Utah, dated April 3, 1990.

Section 2. Purpose of Authority. The purpose of the Authority is to provide the City of Orem a municipal building authority and take action that would finance the revitalization, upgrading and developing certain areas of the City with quality developments which are conducive to the long range goals of the City.

Section 3. Governing Board. The governing board of the Authority shall be known as the Board of Directors of the Municipal Building Authority of the City of Orem, Utah. The Board of Directors shall be composed of the seven members of the City Council. Each member shall have one vote.

Section 4. Seal of Authority. The Seal of the Authority shall be in the form of a circle and shall bear the name of the Authority and the year of its organization.

Section 5. Office of Authority. The offices of the Authority shall be located in the Orem City Center located at 56 North State Street, Orem, Utah.

Section 6. Fiscal Year of Authority. The fiscal Year of the Authority shall be from July 1 through June 30 of each year.

Section 7. Annual Audit. The Authority shall cause an annual independent audit, in conjunction with the audit of the City of Orem, of the immediate past fiscal Year financial

transactions and operations to be completed in accordance with State Law and professional auditing standards, requirements, and practices established for governmental entities.

Section 8. Annual Budget. The Authority shall review and approve an annual budget in accordance with State Law.

Section 9. Required Reports. The Authority shall file any required reports with other agencies in accordance with State Law.

ARTICLE II - OFFICERS AND BOARDMEMBERS

Section 1. Officers. The officers of the Authority shall be a Chair and a Vice-Chair. The Chair shall be the Mayor of the City of Orem and the Vice-Chair shall be the Mayor Pro-Tem of the City of Orem.

Section 2. Chair. The Chair shall preside at all meetings of the Authority, execute all Authority approved resolutions, contracts, agreements and be the titular head of the Authority.

Section 3. Vice-Chair. The Vice-Chair of the Authority shall perform the duties of the Chair in the absence or incapacity of the Chair.

Section 4. Boardmembers. The members of the City Council of the City of Orem shall be boardmembers of the Authority.

Section 5. Additional Duties. At the meetings of the Authority, any Boardmember may submit such recommendations and information as they may consider proper concerning the business, affairs, and policies of the Authority. The Officers and Boardmembers of the Authority shall perform such other duties and functions as may from time to time be required by the Authority, the bylaws, or rules and regulations of the Authority.

Section 6. Reimbursement for Expenses. The Board of Directors of the Authority shall be reimbursed for expenses incurred in carrying out their official responsibilities by the Authority.

ARTICLE III - EMPLOYEES

Section 1. Chief Executive Officer. The Chief Executive Officer shall be the City Manager of the City of Orem. Under the policy direction of the Board of Directors of the Authority, the Chief Executive Officer shall:

- A. Direct the affairs of the Authority;
- B. Ensure, through the Treasurer, the proper care and custody of all Authority funds;
- C. Ensure proper disbursement and deposit of funds, in the name of the Authority, in or from such bank or banks as the Authority may select;
- D. Prepare or cause to be prepared all contracts, agreements, resolutions, deeds and other instruments necessary for Authority business;
- E. Execute all administrative documents or instruments that carry out Authority policies.
- F. Ensure that all checks or vouchers of the Authority have two (2) of the following signatures:
 - (1) The Treasurer, and/or his/her designee; and
 - (2) The Financial Officer, and/or his/her designee.
- G. Ensure, through the Secretary, the proper keeping of minutes and other official records.
- H. Provide a regular accounting of the financial transactions and conditions of the Authority;
- I. Implement the necessary administrative policies and procedures to carry out the affairs of the Authority.
- J. Do all other things necessary for the proper conduct of Authority affairs.

Section 2. Secretary. The Secretary shall be the City Recorder of the City of Orem. The Secretary shall, under the general direction of the Chief Executive Officer, keep the official minutes and records of the Authority, shall act as the secretary for the meetings of the Authority and record all votes, shall keep a record of the proceedings of the Authority, shall keep the seal of the Authority, and shall have the power to affix such seal to all documents authorized to be executed by the Authority. The Assistant Secretaries shall be the Deputy Recorders of the City of Orem.

Section 3. Treasurer. The Treasurer shall be the Treasurer of the City of Orem. The Treasurer shall, under the general direction of the Chief Executive Officer, be responsible to ensure the proper care and custody of all funds of the Authority and shall ensure proper disbursement of and deposit of the funds in the name of the Authority in or from such bank or banks as the Authority may select.

Section 4. Attorney. The Attorney shall be the City Attorney of the City of Orem. The Attorney shall, under the general direction of the Chief Executive Officer, provide legal advice, and services to the Authority. When appropriate, the services of legal specialists may be utilized.

Section 5. Financial Officer. The Financial Officer shall be the Director of Administrative Services for the City of Orem. The Financial Officer shall, under the general direction of the Chief Executive Officer, be responsible for the financial affairs of the Authority including the preparation of financial reports, annual audits and the general caring for the financial affairs of the Authority.

Section 6. Other Employees. The Chief Executive Officer may, from time to time, employ such additional personnel as may be necessary to exercise the powers, duties and functions of the Authority prescribed by the laws of the State of Utah, after approval of the Board of Directors of the Authority. The selection and compensation of such personnel shall be determined by the Chief Executive Officer subject to the policies established by the Board of Directors of the Authority.

Section 7. Compensation. The Board of Directors of the Authority may establish compensation rates for employees from time to time. The employees of the Authority shall be reimbursed for expenses incurred in carrying out their official responsibilities by the Authority.

ARTICLE IV - MEETINGS

Section 1. Open Meetings. The Authority's meetings shall be open to the public except for closed door meetings as outlined in this Article.

Section 2. Organizational Meeting. The organizational meeting of the Authority shall be held on such day and at such time as determined by the Mayor of the City of Orem.

Section 3. Annual Meeting. The Annual Meeting of the Authority shall be held during the months of May or June in conjunction with the Authority's adoption of the Fiscal Year Budget, or at a time and place set by the Chair. In the event such date shall fall on a legal holiday, the annual meeting shall be held on the next succeeding business day or at another convenient time set by the Chair.

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