

MURRAY
CITY COUNCIL

Council Meeting February 4, 2020



Murray City Municipal Council

Notice of Meeting

February 4, 2020

Murray City Center

5025 South State Street, Murray, Utah 84107

Meeting Agenda

5:45 p.m. **Committee of the Whole** – Council Chambers
Dale Cox conducting

Approval of Minutes

1. City Council Training Workshop – December 19, 2019
2. City Council Training Workshop – December 20, 2019
3. City Council Retirement Reception – December 23, 2019
4. City Council Oath of Office Ceremony – January 7, 2020

Discussion Items

1. Fashion Place West Small Area Plan Project Introduction – Melinda Greenwood and Zachary Smallwood, with Mark Morris and Annaliese Eichelberger, VODA Staff. (15 minutes)
2. Apprenticeship Program Incentive for Construction Projects – Dale Cox (15 minutes)
3. Open and Public Meeting Act Training – G.L. Critchfield (15 minutes)

Announcements

Adjournment

NOTICE

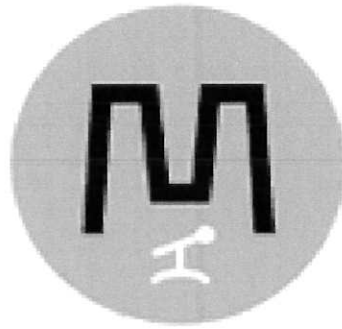
Supporting materials are available for inspection in the City Council Office, Suite 112, at the City Center, 5025 South State Street, Murray, Utah, and on the Murray City internet website.

SPECIAL ACCOMMODATIONS FOR THE HEARING OR VISUALLY IMPAIRED WILL BE MADE UPON A REQUEST TO THE OFFICE OF THE MURRAY CITY RECORDER (801-264-2663). WE WOULD APPRECIATE NOTIFICATION TWO WORKING DAYS PRIOR TO THE MEETING. TTY is Relay Utah at #711.

Council Members may participate in the meeting via telephonic communication. If a Council Member does participate via telephonic communication, the Council Member will be on speaker phone. The speaker phone will be amplified so that the other Council Members and all other persons present in the Council Chambers will be able to hear all discussions.

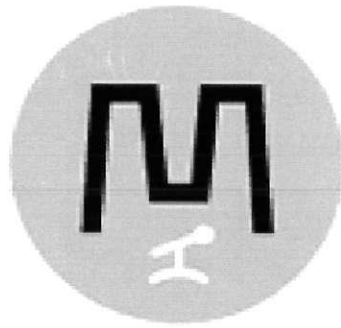
On Thursday, January 30, 2020, at 4:00 p.m., a copy of the foregoing notice was posted in conspicuous view in the front foyer of the Murray City Center, Murray, Utah. Copies of this notice were provided for the news media in the Office of the City Recorder. A copy of this notice was posted on Murray City's internet website www.murray.utah.gov, and the state noticing website at <http://pmn.utah.gov>.

Janet M. Lopez
Council Executive Director
Murray City Municipal Council



MURRAY
CITY COUNCIL

Committee of the Whole



MURRAY
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Committee of the Whole Minutes



MURRAY
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DRAFT

MURRAY CITY MUNICIPAL COUNCIL CITY COUNCIL TRAINING WORKSHOP

The Murray City Municipal Council met for a workshop on Thursday, December 19, 2019, in the Conference Room #107 of the Murray City Center at 5025 South State Street, Murray, Utah.

Council Members in Attendance:

Dale Cox – Vice Chair
Diane Turner
Brett Hales

District #2
District #4
District #5

Council Members Elect:

Kat Martinez
Rosalba Dominguez

Excused:

Dave Nicponski, Chair
Jim Brass

District #1
District #3

Others in Attendance:

Blair Camp	Mayor	Jan Lopez	Council Executive Director
Connie Carpenter	Council Office	G.L. Critchfield	City Attorney
Jennifer Heaps	Comm. and PR Director	Danny Astill	Public Works Director
Doug Hill	Chief Administrative Officer	Kim Sorensen	Parks and Recreation Director
Tricia Cook	Senior Center Director	Brenda Moore	Finance & Admin. Director
Lori Edmunds	Cultural Arts Director	Dave Carruth	Golf Course Superintendent
Becky Sanborn	Parks Admin Supervisor	Bruce Blanke	Assistant Golf Professional
Michele Carter	Cemetery Office Admin.	Bruce Holyoak	Parks Superintendent
Jeff Martin	Facilities	Rob White	IT Director
Jennifer Kennedy	City Recorder	Karen Gallegos	Courts - Lead Clerk
Paul Thompson	Murray Court Judge	Julia Pehrson	Library
Kim Fong	Library Director		

CALL TO ORDER – Vice Chair Mr. Cox called the meeting to order at 9:00 a.m. and welcomed those in attendance. He noted the absence of Mr. Brass and Mr. Nicponski and thanked Mayor Camp for allowing City directors the opportunity to give their orientations.

Department Presentations

Public Works - Danny Astill, Director.

Mr. Astill presented a *Public Works Overview* and explained the multi-faceted department that includes engineering, streets, stormwater, solid waste, wastewater, water and fleet services divisions.

A map was displayed to point out Murray property on 500 West and all related public works structures were described at the site. Mr. Astill read his department mission, reviewed an organizational chart, shared details of Murray's many service requirements; and discussed at length all functions, duties and responsibilities of each division. (See Attachment #1)

Ms. Turner asked the length of time to complete a plan review. Mr. Astill replied less than ten days, which follows State law.

Ms. Martinez asked how often city signs and road markers are replaced. Mr. Astill said each year studies are conducted to determine when a sign should be replaced; signs with reflective material are tested during nighttime to ensure effectiveness.

A conversation occurred about the difference between Murray roads, and signs, and UDOT (Utah Department of Transportation) roads and markers. It was noted that Van Winkle Expressway is a State road – maintained by UDOT; and 1300 East and Winchester Street are Murray roads.

Ms. Dominguez asked about the brine application process for snow removal. Mr. Astill shared the step by step process for mixing and dispersing brine by Murray trucks.

Mr. Cox commended Murray for the effective brine operation and appreciated staff for great work to remove snow each winter.

Mr. Hales agreed Murray usually has roads plowed within a few hours of major snowfall. Mr. Astill confirmed because Murray has its own public works department, and a close working staff, the number of plow trucks on Murray streets at one given time, is more than other cities.

Mr. Astill reported the streets department achieved the following in 2019:

- Responded to 1,402 service requests
- Completed 270 workorders
- Filled 1,220 potholes
- Laid 3,560 tons of asphalt
- Repaired 243 road cuts
- Repaired or replaced 437 signs or markers
- Provided 1,631 hours of traffic control
- Worked 2,644 hours to plow snow

Ms. Dominguez asked how many sidewalks were repaired this year. Mr. Astill did not have exact number, but reported the City spent approximately \$145,000 so far on repairs; work would resume in the spring to accomplish more.

Ms. Turner asked Mr. Astill to describe functions of a lift station. Mr. Astill said because solid wastewater naturally flows by gravity, there are certain areas in the City where it must be lifted to a higher line in

order to move it from one side of the city to another. Therefore, lift stations are required throughout the city to provide this flow. He noted lift stations are expensive, costly to maintain, and labor intensive, but necessary. The City operates three lift stations.

Ms. Dominquez asked the age of water systems in older areas of the city, and when they might be updated. Mr. Astill said some pipes are 90+ years old. He explained lines are monitored closely, many are replaced as needed; however, lines can be well cleaned so replacement is not always necessary to ensure efficiency. A brief discussion occurred about lateral lines that connect to residential homes, as well as, who is responsible for those repair costs, and the process to repair them; insurance is available to help cover those costs for residents.

Ms. Turner noted Murray does not provide water to the entire City. Mr. Astill confirmed the City does not provide water east of 900 East in Murray; Jordan Valley Water supplies that water.

Mr. Cox asked how many mechanics are on staff at the City's fleet shop. Mr. Astill said four.

Mr. Hill informed Council Members that constituents often make requests for things like stop signs, speed bumps, sidewalk repairs, and call with complaints about traffic. When that occurs, it is best to notify Council Director, Janet Lopez about such concerns; or, contact the Mayor's office, or Mr. Stokes, the City's Engineer. All issues would be forwarded to Murray's Traffic Safety Committee, comprised of Assistant Police Chief Joe Tarver, staff from the public works department, and staff from the school district. The Traffic Safety Committee meets monthly to review all requests and has a specific procedure for getting issues resolved.

Parks and Recreation - Kim Sorensen, Director.

Mr. Sorensen presented a *Murray Parks and Recreation Overview* and explained the department includes divisions, such as, parks, cultural arts, facilities maintenance, and the cemetery. It also includes the following centers and facilities: The Park Center, Murray Senior Recreation Center, Murray Parkway Pro Shop, and Murray Parkway grounds.

Mr. Sorensen introduced each division head, reviewed details of each City park, discussed recreation programs, and thoroughly noted at length, all functions, duties and responsibilities of each division. (See Attachment #2)

Ms. Turner continuously receives positive feedback and appreciative comments regarding the Canal Trail, especially about how well maintained it is. Mr. Sorensen appreciated having staff to maintain it.

Mr. Sorensen explained staff removes graffiti from government buildings, as well as, residential, and commercial structures throughout the city. The best way to report graffiti is to utilize the link called 'report a concern' on Murray's Website; graffiti is typically removed within 24 hours when possible. The annual cost for removing graffiti was noted. A brief conversation occurred about that process

Ms. Dominquez asked if the Silver Sneakers program was removed from Murray's recreation schedule. Mr. Sorensen explained the name was changed to Silver and Fit, many are very involved.

Mr. Sorensen clarified the Park Center should not be compared to a fitness center, due to the number of recreational programs offered. The center tries to accommodate many activities, for example, basketball leagues for youth, adult pickle ball, and competitive sports for the Murray High School swim team, and water polo games, to name a few.

Ms. Turner said she received few complaints about the Park Center, and patrons enjoy a positive experience. Mr. Sorensen agreed the facility serves citizens well.

Ms. Dominquez inquired about golf programs available for kids attending the Murray Boys and Girls Club. Mr. Carruth said there was no connection, however, classes are offered for junior high and high school students, when an annual golf clinic is held. The Parkway is involved in a subsidized partnership with the UGA (Utah Golf Association), and provides golf programs for all ages, and encourages parents to golf with children.

Ms. Cook said the Murray Senior Center employees its own chef, who prepares various meals each day.

Mr. Hales commented that citizens enjoy the hometown feel at the Murray City Cemetery, which is taken care of very well. Mr. Sorensen agreed the cemetery is busy all year.

Ms. Dominquez asked about Murray's volunteer program and wondered if background checks were required. Mr. Sorensen confirmed with the exception of youth scout groups, and all coaches undergo background checks.

Mr. Sorenson provided details about Murray Boards and Commissions, the Park's Master Plan, and discussed current, completed and all future CIP (capital improvement projects). A lengthy discussion occurred about ongoing replacement projects for all Murray Park pavilions, and exercise equipment at the Park Center Recreation Center.

Ms. Martinez asked about plans for Murray Park's old outdoor skating rink. Mr. Sorensen said the hope is to see a splash pad, a themed destination playground, and new restrooms constructed in the future. In addition, he described the Murray Armory building, as a facility not in use for many years. Conceptual plans include an indoor reception/meeting place available for rent.

Ms. Martinez asked about the City's relationship to the County Ice Rink. Mr. Sorensen explained there was no agreement in place to use their facility, although, the soccer field to the east of the building is available for Murray programs between April and September of each year. Mayor Camp confirmed the ice rink is well utilized and completely booked with hockey programs, so there is no free ice-time available for the City.

City Attorney - G.L. Critchfield.

Mr. Critchfield's office employs three civil attorneys, two criminal prosecutors, two legal administrators, one supervisor, one Risk manager, and one Risk analyst. Their goal is to assist council members by preventing legal mistakes on behalf of the City. The Attorney's office advises and handles cases for Murray department directors, Council Members, the Mayor's office, and sometimes the police department, where representation is conducted in a way that always results in what is best for the City.

Mr. Critchfield clarified City attorney services are not available to Murray residents. Often citizens believe City attorneys are available to them, for free, for legal matters; they are not. Murray City Attorneys represent the Murray City Municipal Corporation, as an entity, which is their only client.

In Murray's form of government five council members work together with the Mayor, however, with neighboring cities in mind, it is important to realize what other cities are doing, because one affects the other. At times cities have different interests, and although decisions made for Murray - are for Murray - the ripple effect of many decisions go beyond that influencing outside cities.

He described the meaning of 'bad law' which comes from an ordinance that is passed after challenges with residents, or one that goes against State legislation. It is important to reach out to other cities, and the Utah League of Cities and Towns to find answers to challenging decisions first. In the end reconsideration is possible.

The Oath of Office ceremony was reviewed, which is constitutionally required in Utah. Mr. Critchfield affirmed it is not until Ms. Martinez and Ms. Dominguez have taken the Oath that they have officially taken office; until then no decisions could be made by them. He read the United States Constitution, specifically, Article 4 Section 10 to convey that specific law; State statutes were noted to confirm the required swearing in ceremony conducted by City Recorder, Ms. Kennedy.

Legislative processes were discussed, such as the Council passing laws, and approving policies by resolutions and ordinances, as well as, understanding the challenges about the separation of powers in the council-mayor form of government, which means equal - but separate.

He said it was important to understand as individuals, Council Members only speak for the districts they represent; they do not speak for the entire city. Therefore, when talking to media, it should be made clear they do not speak on behalf of the entire council either. That only occurs when the entire Council votes as one body on particular issues during a City Council meeting. Once the majority has spoken - that is what the City has determined.

The differences between resolutions and ordinances were noted, as well as, how they are passed. He reviewed parliamentary procedures, the ramifications of public records, and explained details regarding GRAMA (Government Records Access and Management Act) requests. A brief discussion occurred about the redaction process.

He stressed the importance of how Council Members meet outside of public meetings. Legally, Council Members in number of three, four or five may not meet to discuss pending issues or concerns; there should be no deliberation outside the public eye. A review of the Open and Public Meetings Act occurred, to ensure the Council understood the importance of public awareness and transparency, as related to agendas, and announcing all meetings. The Act requires the Council to deliberate on record, summarized in minutes for the public to read. Council Members should not whisper with or text during public meetings. A brief discussion occurred about three-minute time limit citizens have to speak during public comments.

The difference between a public hearing and a public meeting was reviewed. Mr. Critchfield provided information related to procurement, planning and zoning codes, and planning commission administrative standards and duties. A short dialogue occurred about what the city learned from the Mt. Vernon lawsuit, and what could be done differently in the future. Ethics rules were described and explained as related to citizen requests.

Mr. Cox affirmed it was challenging at times understanding what Council Members can and cannot do. However, he appreciated the assistance provided by the administration, which was always prompt in resolving matters. Mr. Critchfield confirmed the Mayor's staff was knowledgeable in areas of expertise and could provide information when necessary. Mr. Hales agreed having that assistance was most helpful.

Ms. Martinez inquired about legal language, and the process related to writing an ordinance she had in mind. Mr. Critchfield confirmed he could meet her anytime to discuss a concept, write expressive language, and draft a proposed ordinance.

Ms. Dominguez asked about the use of social media. Mr. Critchfield said social media was not a place to voice or discuss possible decisions related to upcoming council meetings. Being objective and fair was imperative, so, disclosing thoughts during the council meeting was best. He stressed decisions should not be made prior to a council meeting, because there would always be something that occurs in a council meeting that could sway a decision in another direction. Mr. Critchfield offered to further the discussion at a later time to review and suggest safe guidelines for using social media.

Mr. Cox confirmed social media comments fall under the GRAMA. Ms. Lopez reported more training about the Open and Public Meeting Act would be scheduled in the near future.

Ms. Turner was not aware that a personal meeting held with a developer should be disclosed. Mr. Critchfield said disclosing such a meeting was good conduct, not to be accused of making decisions based on a private meeting. This is important because the public is allowed to witness why decisions are made the way they are. Ms. Tuner confirmed she did not have such meetings.

Finance and Administration - Brenda Moore, Director.

Ms. Moore provided an organization chart to describe divisions within her department, which includes city recorder, controller, treasurer and utility customer service. (See Attachment #3)

City Recorder, Ms. Kennedy reviewed operative information, and duties of the recorder's office, which includes processing contracts, overseeing elections, retention training, purchasing, processing resolutions and ordinances, and issuing and renewing passports - to name a few. Ms. Kennedy sits on the CAP (Community Action Program) board, as well, and attends monthly meetings. A brief description about CAP occurred.

As City Budget Officer, Ms. Moore addressed the budget process, where preparations begin in January, and end in June when the tentative budget is considered for approval by the City Council. The second half of the year Ms. Moore works on the City financial statement, and the CAFR (Comprehensive Annual Financial Report)

She described responsibilities, with regard to:

- The GF (General Fund).
- CIP (capital improvements projects).
- Revenue projections related to sales tax revenue.
- The .2% sales tax option.
- Special revenue funds, the RDA tax increment, the cemetery fund, and the library fund.
- Property tax increases.

She examined other City funds such as governmental, proprietary, and internal; and noted the new transportation tax imposed by Salt Lake County, which is transferred to the CIP accordingly. A lengthy review took place about how and why funds are transferred from proprietary funds to the GF, as well as, various cost allocations, other transfers, and the distribution of incoming revenue. She noted transfers conducted within each department budget.

Ms. Dominguez asked about writing grants. Ms. Moore stated most departments write their own grants, for example, the police department and the arts division.

Ms. Martinez inquired about the process for funding new items. Ms. Moore explained a cost review

would take place for a proposed matter; and for things like fee increases, various studies are required to determine adequacy; some studies last five years.

Ms. Moore concluded by describing all functions of customer service, utility billing, and on-line services.

Justice Court - Judge Thompson, Karen Gallegos.

Introductions were made. Judge Thompson provided an overview of City court operations that included details about:

- B and C misdemeanors
- Infractions
- Civil division
- Small Claims – up to \$11,000 – State law allows a trained attorney to handle small claims.

Judge Thompson explained that cases include domestic, driving under the influence (DUI), driving violations, mandatory court enforcement, criminal trespassing, and TRAX fare violations.

About half of the total fine amount collected per violation is remitted to the State, as required.

There is a legal defender program for those who are unable to financially hire their own attorney. The City has a contract for that service.

The Court uses a video program, which cuts down the number of transports that must be done.

A typical week includes the following programs:

- Monday – Domestic violence cases, pretrial, video meetings or transports. In the afternoon bench trials with defendants and witnesses and the judge determines the outcome.
- Tuesday – Pretrial every half hour. In the afternoon DUIs, Order to show cause on why orders have not been completed. Sentencing also takes place.
- Wednesday, Thursday, Friday – Arraignments every half hour and pretrials.
- Second Wednesday – Small claims.

They take no walk-ins. Everything must be scheduled.

Jury trials are held once a month at the municipal level and appeals are taken at the District Court. The Murray Court has only one judge. Judge Thompson is on-call and can review probable cause cases from home. Warrants are issued for people who fail to appear when scheduled.

They work with the victim advocates and cases are frequently related to drug or alcohol use. If there are repeated accusations, they become Class A offenses.

There are between 80 and 180 cases per day with the judge sentencing on another day.

The court use two bailiffs who are retired police officers. They keep up their required training and are very helpful.

Ms. Dominguez asked about interpreters, which are scheduled through the Administrative Office of the Courts. Ms. Gallegos estimated about 150 interpreters were used over the course of a year. Their compensation is built into the budget.

The court is now on one level with the second story rented out. Ms. Gallegos has found some ways to

decrease costs and the court usually breaks even financially.

The Murray Municipal Court has cut recidivism rates to about half of the state average.

Murray Library - Kim Fong, Director

Ms. Fong reviewed the organizational chart for the Murray Library. She explained that the Library has a Governing Board of Trustees that is not advisory. The Board makes policies, determines the budget and hires the Director. The Mayor interviews the director candidate and presents to the Council for advice and consent. Ms. Fong has been Library Director for six years.

The Library Board is made up of five representatives, one from each district, and two at-large members.

The Murray Library is a taxing entity with a fund separate from the other City funds. The City Council sets the tax levy, with an increase in property taxes approved two years prior. The increase has allowed the Library Fund to set aside excess funds in reserves for a future new building.

The Library has an average of 1,000 visitors each day. The average number of scheduled activities per day is three, attracting about 130 visitors daily.

Programming includes over 1,200 people accessing the website each day. Six hundred users access technology at the Library. The Library has filters that are strictly monitored.

There are 12 study rooms that may be reserved for four hours and the auditorium is booked almost every evening for numerous activities. One hundred and fifty items are placed on hold each day.

The vision is to *Open New Worlds at your friendly, hometown library.*

The Library's top five values were identified as:

- Helpful.
- Welcoming.
- Inclusive.
- Engaging; and
- Innovative.

Mayor's Office – Jennifer Heaps and Doug Hill

Ms. Heaps explained that the Mayor's office has four full time employees.

Kathy Miller has been with the office two months and has a legal background. She handles calendars, phones, coordinates boards and commissions, and greets the public.

Ms. Heaps is the Communications and Public Relations Director. Her background includes working in planning and zoning part time and then as Administrative and Development Services administrator, where she assisted with the Redevelopment Agency.

In the Mayor's office, Ms. Heaps responds to the public and media. She works on the internet and with social media, Twitter and Face Book. She coordinates the Murray Journal articles and manages correspondence for the Mayor.

Mr. Hill serves as the Chief Administrative Officer for the Mayor and explained his background, which included 30 years with Murray City.

As assistant to the Mayor he works closely with department heads providing direction and initiatives that the Mayor wants to implement. He works with Ms. Lopez to provide communication and coordination of council meetings and events.

Mr. Hill mentioned that residents can report a concern on the Murray website which is then tracked on City Works. Additionally, police and fire events are forwarded to Ms. Lopez so the council will know what is in the media.

Mayor Camp added that Mr. Hill also serves as the project manager for the new city hall.

He noted the ULCT (Utah League of Cities and Towns) training and that a new version of *ULCT Powers and Duties* book would be provided to each registrant. He referred to the form of government and council and mayors' duties. The Mayor serves as the Budget Officer; however, he delegates the responsibility to Brenda Moore.

There was some mention of communication with department heads. The Mayor emphasized that council members should not put department heads in an awkward position. He asked that council members not give direction to them, but rather go through Ms. Lopez, Mr. Hill or himself. He said we all work together.

Ms. Martinez asked for further explanation and wondered if procedurally if there were questions, would it be acceptable to reach out to them directly. Mr. Hill asked that the Mayor's office be copied on emails of that nature.

Ms. Dominguez stated that she is excited to work together for the betterment of Murray.

Adjournment - 12:45 p.m.

Pattie Johnson
Council Office Administrator II

ATTACHMENT #1

PUBLIC WORKS OVERVIEW

SUPERIOR GOVERNMENTAL SERVICES

1



2

PUBLIC WORKS MISSION STATEMENT

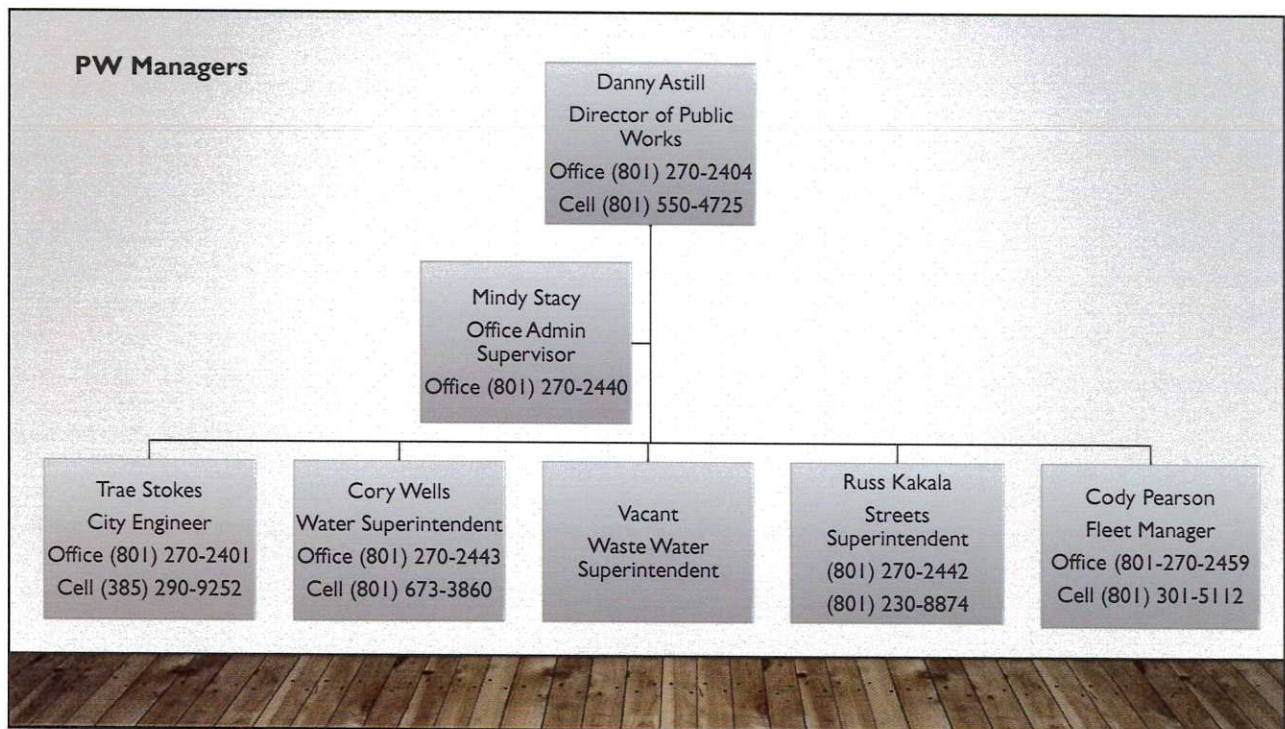
**Promote a High Quality of Life by Providing
Superior Governmental Services in
A Professional, Friendly, innovative
And Proactive Manner!**

3

PUBLIC WORKS

Murray City Public Works is a multi-faceted department comprised of a number of Divisions including, Engineering, Streets, Stormwater, Solid Waste, Wastewater, Water and Fleet Services.

4



5

ENGINEERING

The Engineering Division provides:

- Transportation planning for City,
- Roadway design and maintenance scheduling,
- Local signal support, updating, replacements, etc.
- Intersection design, traffic management and related studies.
- Oversee survey, design, bidding and construction of Capital Improvement Program (CIP) projects of our roads and bridges.
- Provides storm water management planning, design and construction oversight of large CIP storm drain projects.

6

ENGINEERING (CONTINUED)

- They issue encroachment and land disturbance permits,
- Inspects and manages construction within the public rights-of-way,
- Oversees the City's sidewalk replacement program,
- Provides engineering review and support for Community Development and Building permit issuance including residential and commercial projects.
- Reviews all subdivision submittals, approval, inspection and construction oversight to ensure projects are constructed in accordance with City codes and standards.

In 2019 Engineering has issued 242 road cut permits. Completed 429 plan reviews. Issued 13 land disturbance permits.

7

STREETS

The Streets Division maintains all City roadways through various means, such as:

- Pothole Patching,
- Resurfacing by way of slurry or mastic sealers, asphalt overlays or complete rebuilds which often include curb, gutter and sidewalk repairs and or replacements.
- Install, repair or replace street signs and road markers.
- Install all roadway markings such as lane delineation, bike lanes, cross walk within the City's rights of way.
- Note: State roads are maintained by UDOT.

8

STREETS (CONTINUED)

Coordinate and provide for the needed snow removal activities:

- Brine operations
- Road salting
- Plowing
- Designated Sidewalks
- Murray City Approach to snow removal – we include other divisions and departments which more than doubles the amount of available personnel and equipment to accomplish these activities.

9

STREETS (CONTINUED)

- In CY 2019:
- Responded to 1,402 service requests
- 270 work orders
- Filled 1,222 potholes and 3,560 tons of asphalt installed on our roads
- Repaired 243 road cuts
- Repaired or replaced 437 signs or markers
- Provided 1,631 hours of traffic control work City Wide
- Provided 2644 hours in snow removal operations

10



11

STORMWATER

- Operates and maintains the storm drainage system according to our management plan, which complies with the State of Utah and Salt Lake County, UPDES permit requirements which includes a number of work activities:
- Repair or replacement of storm drain lines,
- Compliance work activities include cleaning and inspecting storm drain lines,
- Street sweeping – this work is performed several times each year,
- Cleaning stormwater manholes and diversion boxes,
- Construction site inspections for required best managements practices (BMP's),
- Saving ducks!!!!

12

SOLID WASTE

-
- The solid waste division manages the solid waste services for the City that includes:
 - Residential garbage pickup,
 - Residential recycling pickup,
 - Delivery, pickup and repairs services of all our automated collection cans,
 - Manage the green waste trailer rental program,
 - Delivers and picks-up the trailers
 - Coordinates grinding the green waste into wood chips
 - Provides personnel to load vehicles each Friday

13

SOLID WASTE (CONTINUED)

-
- In CY 2019:
 - Delivered and picked-up 449 green waste trailers
 - Loaded 403 vehicles with wood chips
 - Made at least 1000 visits to residents to either repair or replace, either the garbage or recycling cans

14

WASTEWATER

- The Wastewater division provides a reliable and safe way to transport sewage within a single collection system that goes directly to the Central Valley Wastewater Reclamation Facility (CVWRF). Murray City is one of 7 entities that own this facility. This facility is currently undergoing a 250,000,000 million-dollar, renovation to meet new discharge permit standards.
- The City provides services to approximately 9,800 connections which represents most of the City residents and businesses between 1300 West to 900 East, from 6790 South to Big Cottonwood creek our northern boundary.
- The division has 9 employees that maintain approximately 134 miles of sewer lines that, range in size from 4' to 42" inches in diameter.

15

WASTEWATER (CONTINUED)

- We operate 3 sewage lift stations
- Sewer lines require regular maintenance/cleaning and inspections and we clean and or inspect all 134 miles each year
- Work Activities Include:
 - High-pressure jet cleaning
 - Closed circuit camera inspection of the lines
 - Provide taps for new and replacement connections
 - Provide inspections services for manhole and line installations as well as repairs

16

WASTEWATER (CONTINUED)

- Daily lift station cleaning and maintenance activities
- Blue Stake services over 8,000 requests each year,
- Assist our residents and or businesses with their questions or concerns about their service lateral,
- Assist the streets division with snow removal activities,
- Assist other departments with their wastewater questions or problems,

17

WATER

- Murray City Water division provides a critical service that allows for the establishment and growth of a community by providing safe drinking water to it's residents and businesses.
- Water Supply – The City is completely self contained, meaning we can provide all the water necessary to meet our needs.
- We operate 20 wells and 8 springs with the corresponding water rights. This allows us to supply the water needed to our residents and businesses,
- Service Boundaries - 1300 West to 900 East, from 6790 South to Big Cottonwood creek, our northern boundary.
- Source Locations - Many of our top producing water sources and 3 of our 5 storage reservoirs are located outside of our City. We can be seen daily, traveling I-215 East or Fort Union Blvd. to basically, the mouth of big cottonwood canyon.

18

WATER (CONTINUED)

- We maintain 193 miles of water line that range in size from 4" to 24" inches in diameter,
- We have 5 Concrete reservoirs which gives us 12 million gallons of equalization and emergency storage,
- Because of the significant elevation changes throughout our system we maintain 6 pressure reducing valve stations (PRV's). We maintain 1,360 city owned fire hydrants,
- We maintain approximately 10,500 residential and commercial meters and service lines from the water main to the meter,
- We have about 45 water brakes each year which are rarely at convenient times,
- We have identified over \$25,000,000 of water line replacement projects in the next 10 years,

19

WATER (CONTINUED)

The water Division is divided into two groups

I. Water Distribution – responsible for the water supply facilities, i.e., springs, wells & buildings, storage reservoirs, PRV and booster stations,

- They respond to concerns and complaints about water quality,
- Blue staking services,
- Water quality compliance sampling,
- Meter reading,
- Backflow inspections and tracking,
- Inspections,
- Fluoride
- And assisting with snow plowing operations

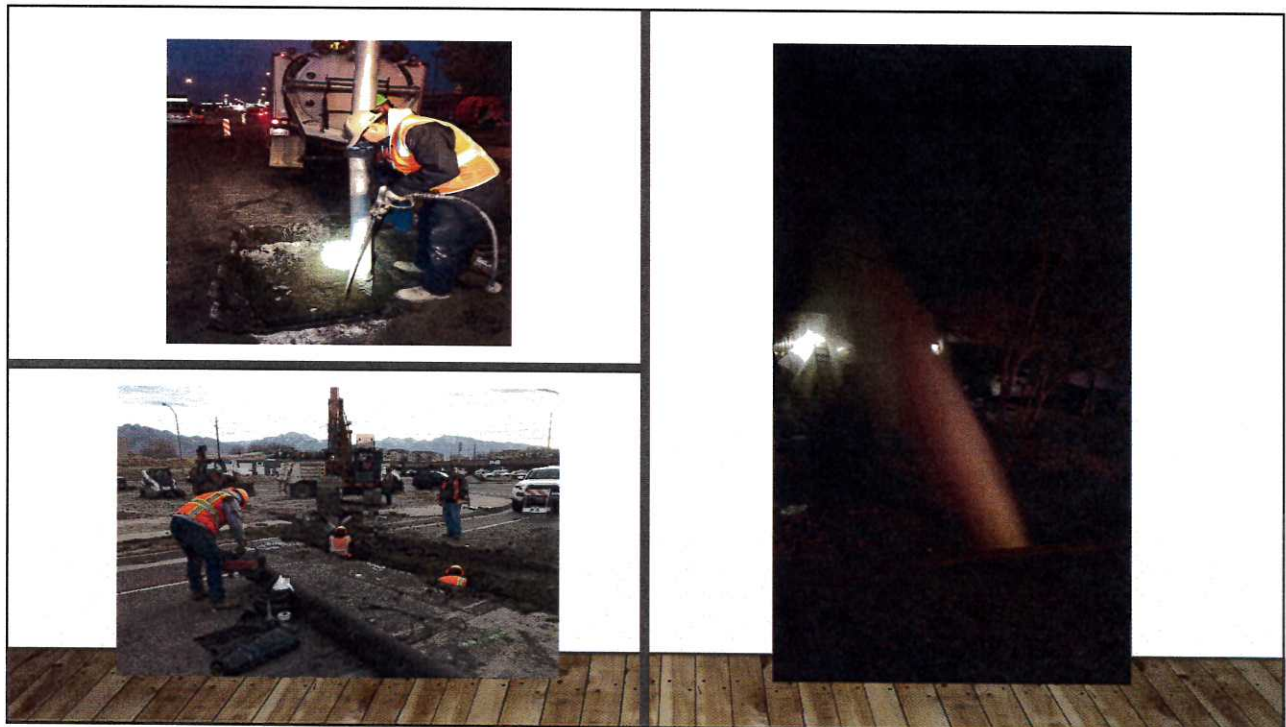
20

WATER (CONTINUED)

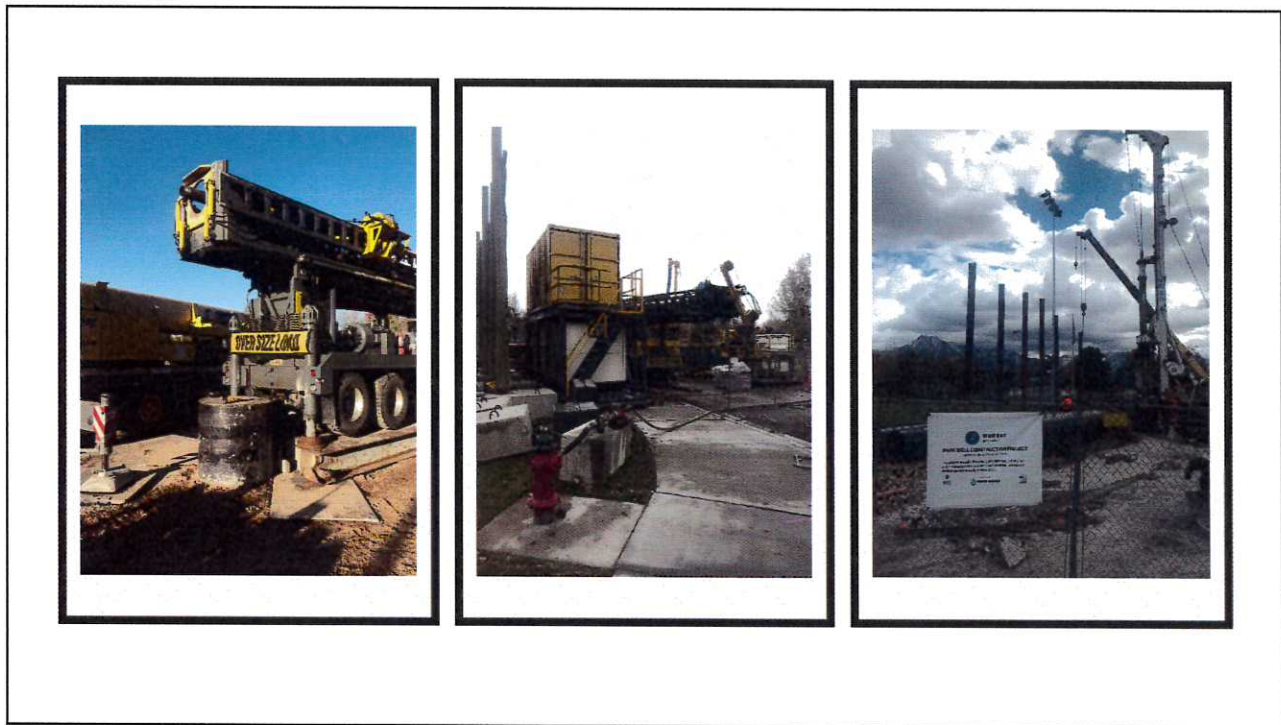
Water Construction

- Maintain and repair the City's water infrastructure i.e.,
- Water main and service lines,
- Water service connections/meters,
- Repair and replace fire hydrants,
- Water line replacements – about 1.5 miles of line each year,,
- Emergency 24 hours response,
- Assist Distribution with pump station maintenance,
- Assists others departments with water construction related needs,
- Assist with snowplowing operations

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22

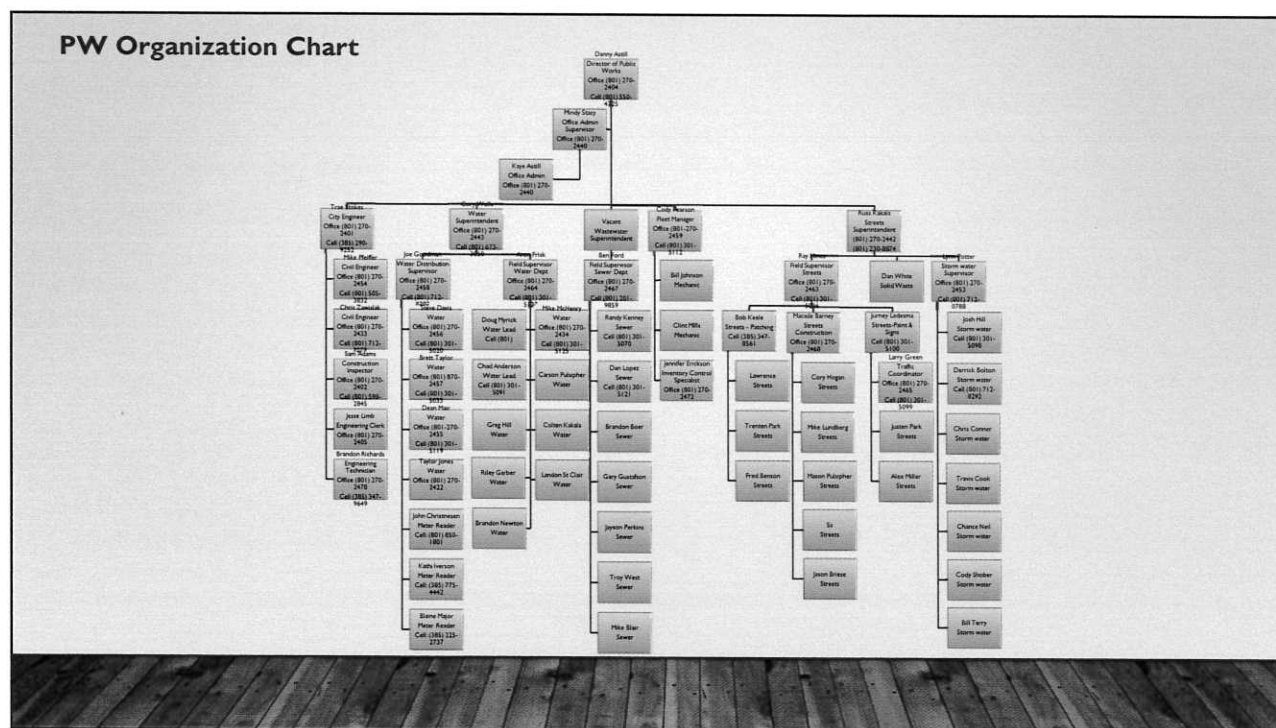


23

FLEET SERVICES

- Our fleet services division provides maintenance services for all City departments.
- Assist and coordinate the purchasing of our fleet vehicles according to our purchasing policies,
- Provides maintenance services for all of the City vehicles including emergency field services even after hours,
- Provides maintenance services for the smallest to the largest pieces of equipment,
- They coordinate accident estimates and repairs, provide fuel, maintenance services, emission testing and licensing/registrations each year
- 1927 completed work orders,
- There are approximately 430 vehicles and or pieces of equipment large and small that are tracked and maintained.

24



ATTACHMENT #2



Murray Parks and Recreation

Parks, Recreation, Cultural Arts, Cemetery, Senior Recreation Center, The Park Center, Murray Parkway Golf Pro Shop, Murray Parkway Grounds, Facility Maintenance

Who we are

- Parks
- Recreation /Park Center
- Cultural Arts
- Cemetery
- Senior Recreation Center
- Murray Parkway Pro Shop
- Murray Parkway Grounds
- Facility Maintenance



Parks

14 full time employees
Up to 50 part time employees

Maintains 270 acres of land which includes, soccer fields, baseball diamonds, trails, volleyball courts, tennis courts, pickleball courts, special landscape areas, playgrounds, restrooms, pavilions, arboretum, flower beds throughout the city and flood detention basins.



Jordan River Parkway

- ▶ Murray Parkway Golf Course
- ▶ Willow Pond Park, Winchester Park, Germania Park, Walden Park, Arrowhead Park
- ▶ 5 miles of linear trails
- ▶ Educational Nature Center
- ▶ Bests section of trail between Utah Lake and the Great Salt Lake
- ▶ 2018 voted "Best of Utah"



Parks

Graffiti Removal

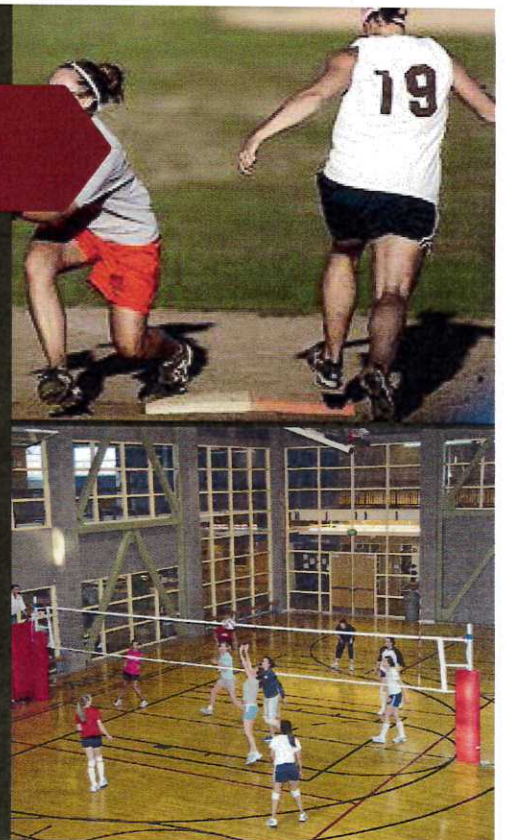
- Private, Government and Commercial
- Remove within 24 hrs.
- Basic cost \$100/hr

Year	Hours of Removal	Cost
2017	185 Hrs. of removal	\$18,500
2018	469 Hrs. of removal	\$46,900
2019	317 Hr. of removal	\$31,700



Recreation

- 8 Full time employees, 60 part time employees
- Operate over 60 Recreation programs
- Online registrations are nearly 70%
- 15 adult programs 2,100 participants
- 30 youth programs, 7,000 participants
- 10 special events, 2,500 participants



The Park Center

Three Full time employees, 150 part time employees

- 300,000 visitors per year
- Roughly 8,043 membership sales and renewals per year
- 42,823 average daily admissions visits per year
- 5,000 child care (baby sitting) visits per year
- Swim Lessons biggest recreation program, taught 2,187 lessons in 2019

Amenities include:

Eight lane competitive swimming pool with spectator area, Leisure Pool with play features, lazy river, Waterslide, Gymnasium (14 baskets), Spinning Room (25 bikes), Fitness room, Weight Room (select rise machines, free weights), Cardio Area (treadmills, elliptical Trainers, stationary bikes, cranks), Child Care Area, Locker Rooms, Functionality area (core training), Three Lane track



Outdoor Pool

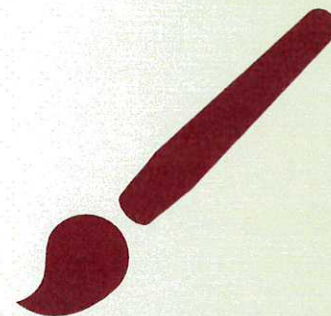


- 51 after hour pool rentals serving 4,250 people
- 37,400 daily admissions sold
- 430 pool punch cards sold
- Pool is open from Memorial Day weekend to Labor Day.
- Open 7 days per week

Cultural Arts

Two Full time employees

- Murray Amphitheater
- Museum
- Fun Days Celebration
- Historic Preservation
- Murray Mansion
- Murray Theater
- Arts Education
- Juried Art



Cultural Arts Grants

2019 – \$114,000
awarded in Grants!



Cultural Arts

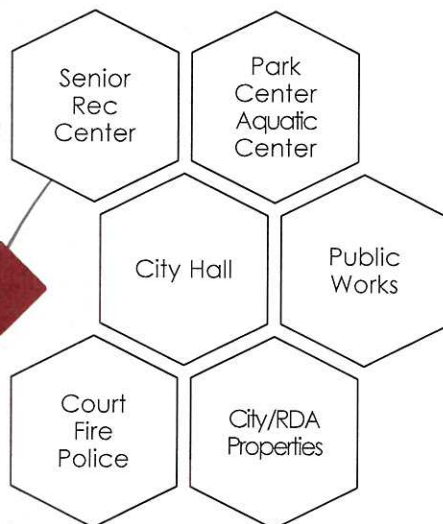
Programming

- Fun Days – daytime and nighttime entertainment, chalk art contest, Sunrise Service, parade, gazebo entertainment, City float
- Arts in the Park
 - Children's, Lunch, and Family night free concerts
- Amphitheater
 - 3 musicals
 - Symphony
 - Band
 - Acoustic Music Festival
 - Movie Sing a long
- Juried Art Show, Youth Art Show, Resident on Display
- Arts Education (in each of 9 elementary schools)
 - Storytelling
 - District project – STEAM
 - Haunted Tales
 - Music Specialists
 - Missoula Children's Theater
 - Winter Ballet



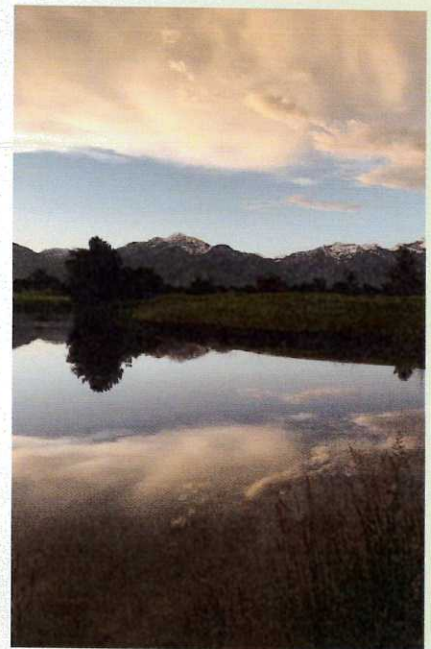
Facilities Maintenance

- Division team includes 20 part-time Maintenance Custodians, and 4 full-time Supervisors.



Murray Parkway Golf Course Grounds

- The Golf course opened in 1986
- The golf course is open for play when playing surface conditions permit
- Provides employment for 4 Full time maintenance employees, 10 Seasonal maintenance employees
- 140 acres of 4 turfgrass varieties including Greens, Tees, Fairways, Roughs maintained at four different heights of cut.
- 10 acres of water features that provide animal habitat
- 150 total acres
- Irrigated using surface water channeled from the I-215 freeway
- Provides recreation and beauty to thousands of residents and visitors



Murray Parkway Golf Course Pro Shop

Current staff consists of 18 employees.

Two full time Golf Professional and 16 part time employees.

Course Programming

Typically one of the busiest courses in the state averaging over 63,000 rounds of golf a year for the past 5 years.

Very successful Men's and Ladies Leagues.

- a) Men's league currently has 393 participants.
- b) Ladies league currently has 73 participants.

Season runs from March 1-December 1 with certain years where we are open every month of the year weather permitting.

Course amenities

- a) Golf cart fleet of 70 carts.
- b) Fully stocked Pro Shop.
- c) Café leased out to Brian Gonzales.
- d) We offer a full range of golf instruction from beginner to advanced.



Senior Recreation Center

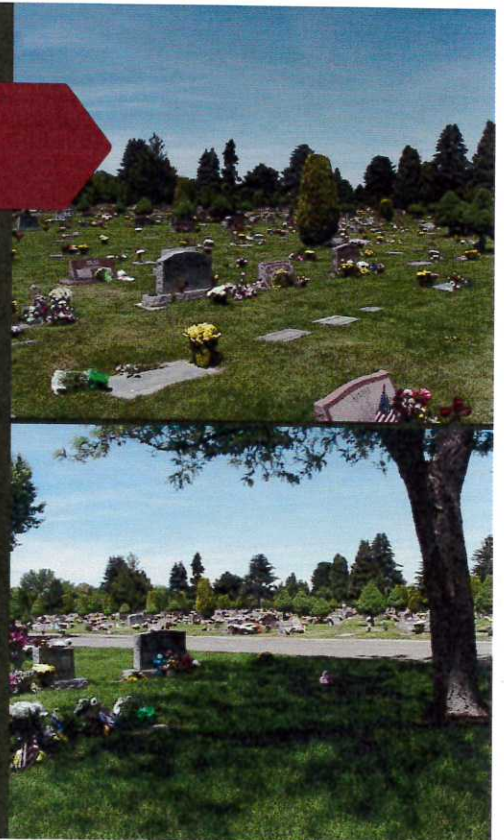
- Our mission statement is: "Enhance the quality of life for persons 55 and over by providing a friendly atmosphere, excellent programs, volunteer opportunities, social interactions, and resources to remain independent, healthy, and active"
- Five full time employees
- 1,733 registered members
- Average attendance per year 80,000
- Eight special events per year with average attendance 140 people
- Offer multiple programs, trips, seminars, classes, clinics, etc
- Service 55+ adults, average age is 75, currently oldest person 102
- Serve meals Tuesdays through Fridays. Serve 788 meals per month. All meals are prepared on site by our kitchen staff



Cemetery

Three fulltime and 1 permanent part time employee and up to 10 part time employees

- The Cemetery made it's first burial in May of 1874 and now has 17,900 burials and 5900 unused graves.
- Cemetery sold out of graves in 2011.
- Cemetery is approximately 25 acres
- Cemetery averages 190 burials per year.



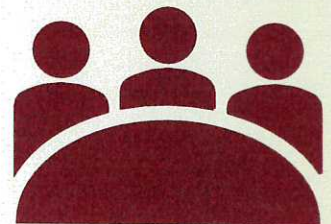
Volunteer Hours

Department	Number of volunteer hours
Arts	860 hours
Cemetery	500 hours
Parks	2,700 hours
Recreation	7,100 hours
Senior Center	6,000 hours
Total	16,980 hours



Boards and Commissions

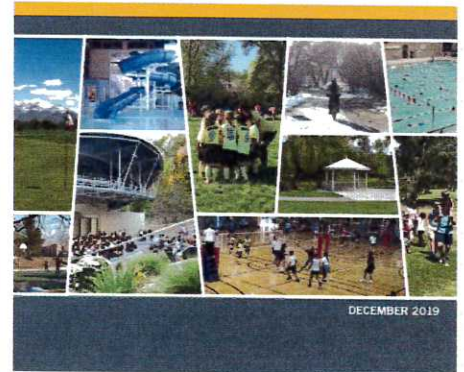
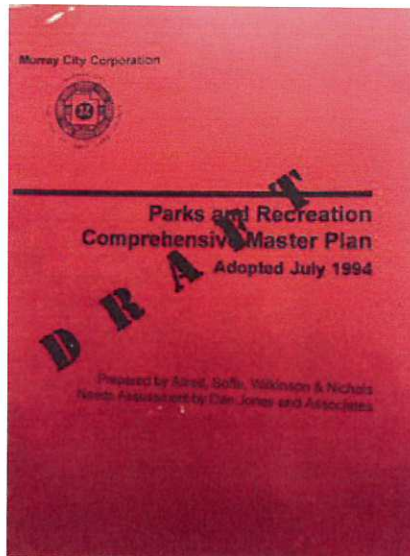
- Parks and Recreation Advisory Board (5 members)
- Murray Arts Advisory Board (9 members)
- History Advisory board (7 members)
- Senior Recreation Center Advisory Board (9 members)



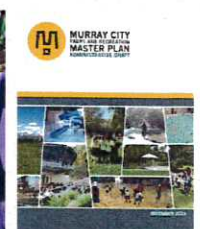
Master Plan

Last Master Plan was done in 1994

New Master Plan done in 2020



Completed CIP Projects



Current CIP Projects

Remodeling of pavilions in Murray Park
 Pool deck at the outdoor pool
 Murray Theater
 Murray Mansion
 Replacement of Fitness Equipment at Park Center

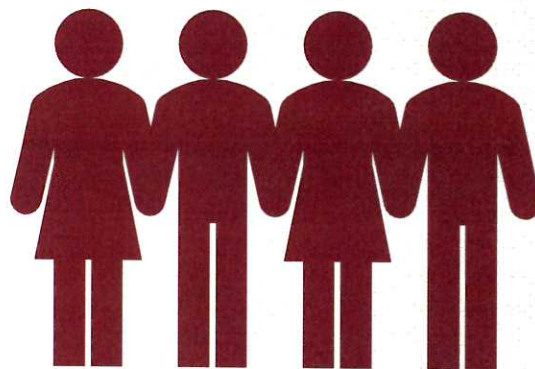


Futures CIP Projects

- Armory
- Murray Theater
- Murray Mansion
- Old Ice Rink
- Outdoor Pool Parking Lot
- Renovate Ken Price
- Grant Park Restroom
- Multiple playground replacement
- Indian Statue in Murray Park
- Park Center addition
- Frisbee Golf Course
- Etc.

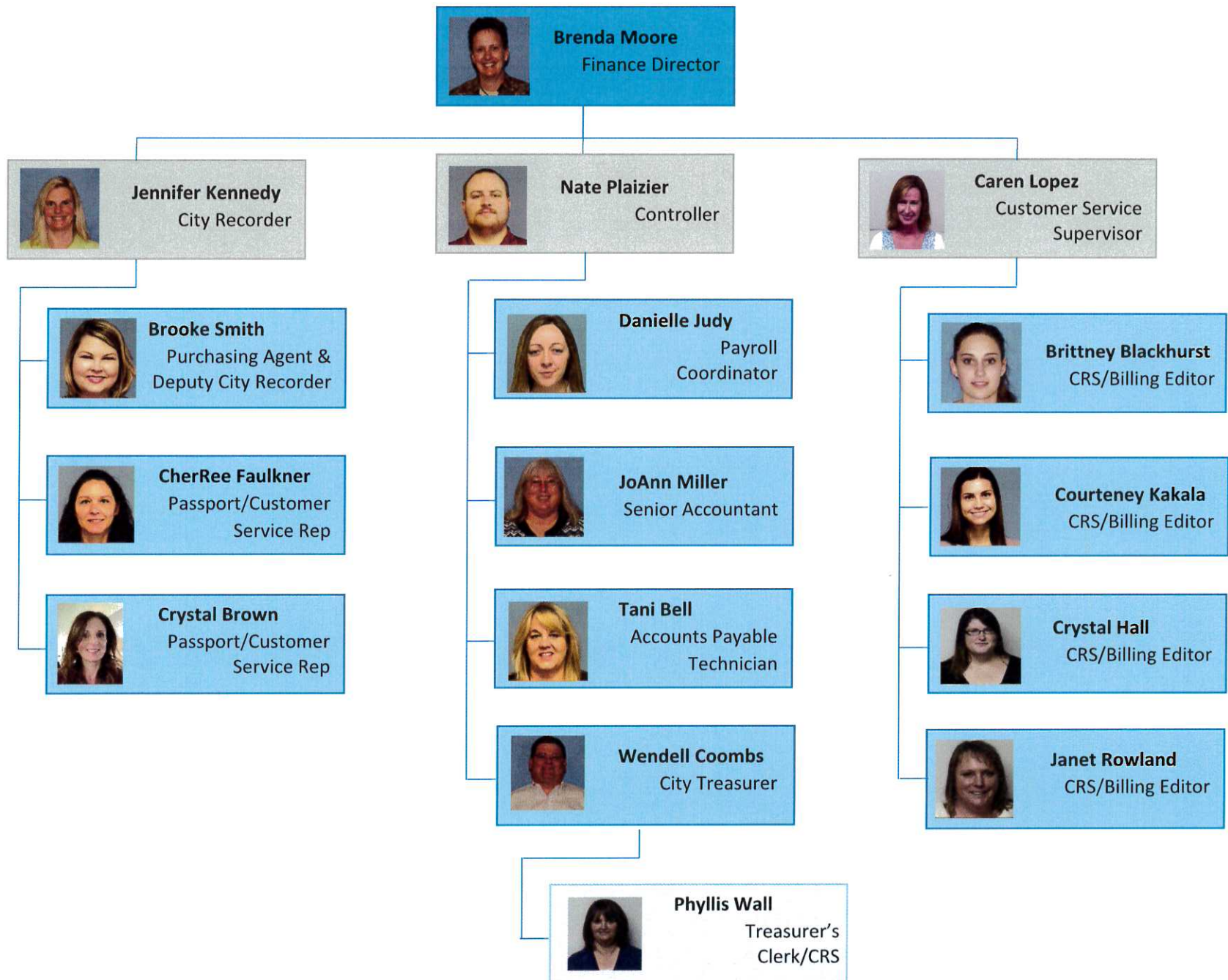


MAKING OUR
CITY A
COMMUNITY



ATTACHMENT #3

Organization Chart for Finance & Administration



Murray City Funds

Governmental funds (Modified accrual basis of accounting)

- General Fund
- Capital Projects
- Redevelopment (special Revenue)
- Library Fund (Special Revenue)
- Cemetery Fund

Proprietary (business like) (Full Accrual basis of accounting)

- Water
- Wastewater
- Power
- Murray Parkway golf
- Solid Waste
- Storm Water

Internal Service funds

- Risk
- Fleet

ATTACHMENT #4



Kim Fong
LIBRARY DIRECTOR

OPERATIONS & PROGRAMS



Jeremy Park
CUSTOMER SERVICE
LIBRARIAN



Lisa Shoop
LIBRARIAN



Marilyn Hurlow
LIBRARIAN



Rebecca Mieure
LIBRARIAN



Teresa McLeod
LIBRARIAN



Virginia Johnson
ASSOCIATE LIBRARIAN



Camron Kollman
LIBRARY TECHNOLOGY
TECH



Mike Call
MARKETING & DESIGN
SPECIALIST



Taylor Munro
SECURITY MONITOR



Julia Pehrson
ASSISTANT
LIBRARY DIRECTOR

COLLECTION DEVELOPMENT & CIRCULATION



Brittney Casad
ASSOCIATE LIBRARIAN



Chelsea Hofmann
LIBRARIAN



Kayla Chandler
SENIOR LIBRARIAN



Andrea Wilkinson
LIBRARY AIDE



Dalton Moller
LIBRARY AIDE



Emily Hathorn
LIBRARY AIDE



Kristin Jaques
LIBRARY AIDE



Madison Jaques
LIBRARY AIDE



Michelle Mathews
LIBRARY AIDE



Michelle Schafer
LIBRARY AIDE



Shannon Gustafson
LIBRARY AIDE



Alex Cottle
PAGE



Elizabeth Lechtenberg
PAGE



Kim Poulsen
PAGE



Pita Ibarra
PAGE

**MURRAY
LIBRARY**
ORG CHART



MURRAY LIBRARY



MURRAY
CITY COUNCIL

DRAFT

MURRAY CITY MUNICIPAL COUNCIL CITY COUNCIL TRAINING WORKSHOP

The Murray City Municipal Council met for a workshop on Thursday, December 20, 2019, in the Conference Room #107 of the Murray City Center at 5025 South State Street, Murray, Utah.

Council Members in Attendance:

Dave Nicponski, Chair	District #1
Dale Cox – Vice Chair	District #2
Jim Brass	District #3
Diane Turner	District #4
Brett Hales	District #5

Council Members Elect:

Kat Martinez
Rosalba Dominguez

Others in Attendance:

Blair Camp	Mayor	Jan Lopez	Council Executive Director
Doug Hill	Chief Administration Officer	Brenda Moore	Finance & Admin. Director
Pattie Jonson	Council Office	Craig Burnett	Police Chief
Jennifer Heaps	Communications and PR Director	Rob White	IT - Director
Ryan Madsen	IT Department	Dave Carpenter	IT Department
Ben Teran	IT Department	Chad Pascua	Fire – Asst. Chief
Bruce Turner	Power – Operations Manager	Blaine Haacke	Power- General Manager
Jay Baughman	CED Department	Melinda Greenwood	CED - Director
Joe Tarver	Police – Deputy Chief	Kristin Reardon	Police - Administration
Robyn Colton	HR - Director		

CALL TO ORDER – Chair Nicponski called the meeting to order at 9:00 a.m. and welcomed all.

Department Presentations

Power - Blaine Haacke, General Manager

Mr. Haacke reported as follows:

A brief history was shared about how the Murray City Power Department was organized in 1913, when power was first generated by a water wheel in Murray Park. A description followed, of how each resource became part of the City's portfolio - up to the present day. In 2013 the City celebrated 100 years of service with many occasions. A list of annual events the power department holds for Murray residents was reviewed. He noted Murray as the only city within Salt Lake County that has its own power system; surrounding cities utilize Rocky Mountain Power.

As a municipal power system, Murray residents benefit because rates are approved by the council, and revenue goes back into the City's budget, which keeps rates comparatively low. Only 40 other cities in Utah own their power systems, where municipal councils also set rates.

The location of Murray Power's main office and nearby gas turbine facility was noted. He described in detail five substations located throughout the city, explained how they operate; and reviewed the purchase of transmission when high voltage power separates throughout the city into a large loop. The loop of energy allows staff to move power throughout the City, in the event of a catastrophic disaster.

An organizational chart was displayed. (See Attachment #1) Mayor Camp observed the council was not accurately situated on the chart. The displacement was noted. Mr. Haacke reviewed department staffing, associated responsibilities, including administration duties, purchasing at the warehouse, which is \$1.5 million in inventory, and noted the significant budget allows for purchases needed for costly potential gas turbine failures, repairs and emergencies.

Other items discussed followed as:

- Fiber optics security.
- 24-hour - seven days a week dispatch – Mr. Bellon provided a lengthy description.
- Fine tuning daily and hourly purchases.
- Load requirements.
- Power distribution – Mr. Turner provided a detailed assessment.
- Lineman staffing, duties and responsibilities related to maintenance, pole replacement, testing, and repair.
- Beautification awards, arborists, tree purchasing, planting, pruning and trimming.
- Power outages, and summer load requirements.
- Purchasing options, back-up energy, and details of various resource prices and choices.
- High tech mapping provided by the GIS division, and accurate meter reading.
- Elementary school power education and conservation programs.

Mr. Nicponski expressed great pride in the consistency and reliability of the Murray Power Department.

The budget was reviewed in detail, which is \$38 million dollars, and includes \$21 million of power cost purchases. The City's monthly power bill is approximately \$1.6 million, which escalates to \$2.5 million during summer months. General Fund transfers were noted, which are 8% of total revenue, and Mr. Haacke reviewed other costs to City Hall, for things like attorney's fees, city recorder, treasurer, meter reading, and human resource services. He covered capital costs, operation and management wages,

purchased power, materials and other miscellaneous costs. He said the budget is balanced and explained most revenue comes from large commercial customers; for example, retail stores like Costco, Dillard's, Nordstrom, and the IHC hospital. As a result, 4% of the City's meters require 50% of the City's power. A brief discussion occurred about residential meters. Mr. Brass added a lengthy conversation about large commercial base loads and how they impact Murray.

Ms. Martinez attended council meetings over the last year and learned of the City's involvement with a nuclear power project; however, was still unclear on many details. She asked about new opportunities to learn more specifics related to the facility, associated costs, the timeline, partnerships and off-ramps. Mr. Haacke agreed additional meetings would be helpful, as well as, attending UAMPS conferences, because the next off-ramp opportunity is March 2020. Ms. Lopez would arrange a time for further training on the matter.

Ms. Dominguez thought the City moved too quickly in deciding to be part of a small nuclear project and thought transparency was lacking with citizens. She also wanted to learn more about the project.

Mr. Cox confirmed the City was consistently transparent about the nuclear project resource, during several Committee of the Whole public work sessions, and many public Council Meetings; perhaps uninformed residents had not attended any meetings. He affirmed there was nothing that is not transparent about the City's intentions, past discussions, decisions, continued learning and open deliberations that took place over two years. Mr. Brass agreed.

Ms. Dominguez led a brief conversation about the Community Renewable Energy Act- House Bill 411, which excludes municipal power systems. She thought more information was necessary for political awareness, because environmental communities expressed concern to her that Murray was not a part of it. Ms. Turner stated she also received notes of concern. Mr. Haacke said UAMPS lobbyist, Mr. Squires watches out for its member cities and provides updated information often. He confirmed he and staff reviews numerous bills each year related to renewable energy and even if Murray was not exempt, there would be no real benefit to the City to sponsor this bill. Mr. Haacke would provide Ms. Dominguez with a summary of those details to pass on to concerned individuals.

Police - Chief Burnett

A slide show was viewed, and a handout was provided about the Murray Police Department, which was incorporated in 1903. (See Attachment #2) Chief Burnett described law enforcement staff and said great growth occurred since the department transitioned from one marshal and one deputy - to employing 76 officers and 14 civilian staff. He noted, due to a lack of space, not all officers are in the building at the same time, and police typically work out of patrol cars.

He provided a mission statement, noting goals that focus on working with the community. He reviewed the 2020 organizational chart and introduced the executive command staff as Deputy Chief Tarver, and Ms. Reardon, Administrative Services Supervisor, and himself. He detailed all responsibilities of the administrative services side of the department, and discussed the following in great length:

- Responsibilities of command staff, division commanders, detectives, and patrol officers.
- Crime lab management, the handling of evidence and the evidence property room.

- Grant procedures, and beer tax money, which provides for both body and in car cameras.
- Car and Body Cameras - Murray was the first police department in the Salt Lake Valley to utilize full on body cameras.
- Contract Services Division – Providing animal control with the help of West Jordan City.
- Swat team, and fleet management.
- Responsibilities of Patrol Division – 911 response calls, staffing, shift schedules, and special assignments.
- Community Services Division – Management of the Murray training center, and association with other agencies that use the center; overall Murray police training, motorcycle fleet, traffic enforcement, crossing guards, and warrant services. The Star Community-Orient Policing Division falls under this group, and are active with regard to homelessness, high school resource officers, travel on bicycles during summer months, and oversee the cadet program.

Ms. Turner asked if the State-owned shooting range was still open in Draper. Chief Burnett confirmed the out-door range closed, as housing and community growth occurred in the area.

Ms. Dominguez expressed concern about the closure of the Road Home facility and wondered how Murray officers address homelessness during winter months. The Chief confirmed known camps are visited frequently, to ensure people are alive, and help is offered to get people to sheltered facilities. However, the population shrinks significantly during winter months. He noted, a new shelter opened in November on 900 West, but officers would likely see larger populations in the spring of 2020. He said homelessness is not illegal, but it impacts the City.

Fire - Chad Pascua– Assistant Fire Chief

Chief Pascua provided the Murray City Fire Department 2019-2024 Strategic Plan for review. (See <https://murray.utah.gov/DocumentCenter/View/9481/2019-Strategic-Plan>) A lengthy review occurred.

Other general items were discussed in detail:

- Calls per year = 6,000+ / Calls per day = 17 / Medical calls = 80% / Fire calls = 20%.
- Functions of four fire stations strategically located in Murray – A map was reviewed. (Attachment #3)
- Staffing needs, responsibilities, shift schedules, and fleet descriptions at each fire station.
- Description of overall operations, procedures, and EMS (Emergency Medical Services) billing.
- Fleet – Engine types/apparatus and ambulances that provide the highest level of care in Murray.
- Organizational chart- Three Battalion Chiefs, two assistant chiefs, fire marshal, three platoons, nine captains, EMT's, (emergency medical technicians), and jump crews.
- Location of EOC – Emergency Operations Center.

Ms. Dominguez asked about community outreach. Chief Pascua reported a program for cadets, CRT and CPR classes, *Stop the Bleeding*, fire education events for students, and social media links like twitter.

Community/Economic Development - Melinda Greenwood, Director

Ms. Greenwood gave a power point to describe the department, which is to oversee orderly growth and development of the community. An organizational chart was shared, and an overview of each division was given that included planning and zoning, business licensing, compliance monitoring, code enforcement, building, economic development, and redevelopment. (See attachment #4)

Ms. Greenwood discussed and highlighted the following:

- Utah Environmental Quality and EPA (Environmental Protection Agency) reporting.
- Efforts to remove contamination in specific areas in the City.
- Retail Profile – A handout used to attract businesses and developers. (See Attachment #5)
- Current planning goals and long-range planning related to the General Plan (future land use map) and the Zoning map (current uses)- Next update scheduled for 2022.
- Business licensing – Staffing, total licenses issued per month, renewals, home-based businesses, and business compliance.
- Ramifications of code enforcement: i.e. environmental, parking, weeds, business operations and permits; hoarding, spats between neighbors, and length of time to resolve matters legally.
- Challenges at OSM (Ore Sampling Mill) site, and efforts to clean up contamination.
- Empty buildings in the City, retail changes, new adaptations, and the Fashion Place Mall.
- Job creation, business retention, diversity and a stable tax base.

A conversation began when Ms. Dominguez addressed empty store fronts in the City. Mayor Camp confirmed the issue, however, he said because the City is centrally located, interest to move in and move businesses here is constant; so, the problem would be resolved in a matter of time. Ms. Dominguez agreed Murray has an advantage by being located in the heart of the valley; she thought new ideas could come to Murray, similar to those that larger cities have done.

Mr. Cox affirmed even with empty retail buildings, the City would still collect the same amount in property tax revenue, but the loss in sales tax revenue made an impact.

Redevelopment Agency - Mayor Camp, Melinda Greenwood

Ms. Greenwood confirmed the Murray Municipal Council acts as the RDA (Redevelopment Agency) Board. She noted legislation to change the term RDA to CRA (Community Reinvestment Areas); it would remain the same in nature to provide opportunities for reinvestment in challenged areas, specifically areas with contamination. Functions of the RDA were described:

- Create new growth for retail opportunities and rejuvenate blighted and hazardous areas.
- Promote new job opportunities in the City, and work to provide affordable housing.
- Prepare monthly agendas, present comprehensive material to the RDA Board, and administratively oversee RDA budget.

A map was displayed to depict specific RDA (redevelopment agency) project areas in Murray. Ms. Greenwood noted areas soon to expire. Three main RDA areas were depicted at the Central Business District, Fireclay, and the OSM. A lengthy discussion occurred about the City's RDA renewals, expiration dates, tax increment financing, challenges of creating areas with special circumstances, and how

property tax dollars are utilized.

Ms. Lopez affirmed in order to form an RDA area, the City must go before the TEC (Taxing Entity Committee) to request property tax dollars be diverted to the City; then each taxing entity must agree to give up that revenue normally collected for a 20- or 30-year period needed for required redevelopment. Two representatives from the City Council serve on the TEC.

Ms. Greenwood agreed negotiations are conducted with individual taxing entities also, like the Murray School District, the county, and Mosquito Abatement to request property tax revenue. However, she stated that process is now more difficult, statewide, as school districts are beginning to say no to RDA requests. Therefore, the need for new RDA policies and guidelines was imminent.

Mayor Camp explained one tool the Murray RDA utilized was to agree to hold entities harmless. For example, tax increments collected, are paid directly back to the Murray School District; so technically the school district is not donating tax revenue. Ms. Greenwood confirmed the 'pass through agreement' was effective. A review occurred of new required taxation laws involving various housing components.

Ms. Turner noted a specific RDA area was challenging in the past. Mayor Camp confirmed specific boundaries were extended to include school district property. Ms. Greenwood agreed. She would provide a 40-page, 2019 annual report that included those details, and all historical RDA projects for reference.

Ms. Dominguez asked about attaining a current list of developers working with the City. Ms. Greenwood did not have one but explained a detailed review of potential developers always occurred during the RFP process so reputable companies are selected.

IT (Information Technology) - Rob White, Director

IT has a staff of 14 employees, and consists of 3 divisions: IT, GIS (Geographic Information System), and Programming. Mr. White introduced his staff and stated everyone who works for the City - is their client. IT staff is ready to serve, and ensures the system stays up and works efficiently every day. They ensure problems are solved in a quick and timely manner. He commended his staff overall because they hold years of experience in the field, and the combined knowledge is very valuable to Murray.

An outline of what each division entails and is responsible for was provided in detail. (See Attachment #6) Examples of how each division supports the City's daily work were highlighted as follows:

- GIS – Manages technology related to utilities, parks, solid waste, elections and redistricting, planning and economic development, fleet, utility billing and finance, police and fire departments.
- Programming - Handles technology related utility billing, online payments, building permits, employee portal, research analysis, and many other components.
- IT – Oversees 25 city buildings networked together, the main data center, the EOC, a total of 77 servers, power and water systems, network storage, over 500 primary devices, 421 phone systems, and over 200 printers. The Murray Website, Murray Intranet, and free Wi-fi located in Murray Park and City Hall are maintained by the IT division.

Ms. Turner noted IT also supports all technology operations at the Murray Library. Mr. White confirmed additionally the golf course, and all City fire stations. It was noted that the Council had not participated in an EOC emergency drill for a couple of years, and so they wanted to join in for the next one. Mayor Camp confirmed the most recent EOC drill was only held for department head staff, and another drill in the future would provide Council that opportunity.

Mr. White led a discussion regarding data usage procedures, and provided detailed information related to email usage procedures. He stressed all email residing within the Murray City network - is Murray City property. Therefore, discretion was advised when authoring emails, viewing uncertain emails, and opening questionable attachments. A conversation about the importance of identifying spam was lengthy, due to recent ransomware the City encountered, which lasted 24 hours and was adequately resolved with no loss to the City. Ms. Moore was pleased with outcome, and only one day of receipts were lost at the Park Center; she confirmed all transactions were rebilled accordingly.

Mr. White advised Council Members; they should always keep in mind when using city email that GRAMA requests can be made for email - up to five years.

Mr. Cox affirmed once becoming a council person, everything texted and emailed was subject to a GRAMMA request. Mr. Nicponski agreed, council members should assume all texts and emails could make front page news. Mr. White confirmed City owned phones belonged to the City - along with all data. He went on to discuss information about the City's social media sites. He said thoughts posted should be well coordinated and related to city matters only.

Mr. Hales requested additional training for utilizing the City's base-line map. Mr. White would arrange that opportunity for all council members who needed guidance.

HR (Human Resources) - Robyn Colton

Ms. Colton reviewed staffing, operations and all functions of the department. Three people oversee 400 full-time and 250 part-time employees. Discussions involved the following topics:

- Administrative Duties:
 - Recruitment of full-time employees, and on-line applications.
 - The step-plan compensation program.
 - Health, dental, pension and life insurance benefits.
 - Wellness programs.
 - Payroll maintenance.
 - Advice on disciplinary actions and hearing employee grievances.
 - Support of personnel advisory board, which is the appeals board.
 - City-wide compliance training – on-line training is available for all employees and the Council.
- City- Code Related Aspects:
 - City-paid holidays.
 - Severance pay, retirement benefits and sick leave payout.
 - Employee death benefits.
 - FMLA (Family and Medical Leave Act of 1993) and military

A brief discussion occurred about maternity leave. Ms. Colton clarified the City's policy falls under FMLA benefits.

Mayor Camp commented the City's step-plan was two years old. He observed since that implementation, employees are happier, and morale is higher, particularly in public safety. He thought the change was positive for most city employees. Ms. Colton confirmed the transition to the step plan, described how specific job classifications were affected, and noted the City's turnover rate was now 6%, which had been as high as 12%.

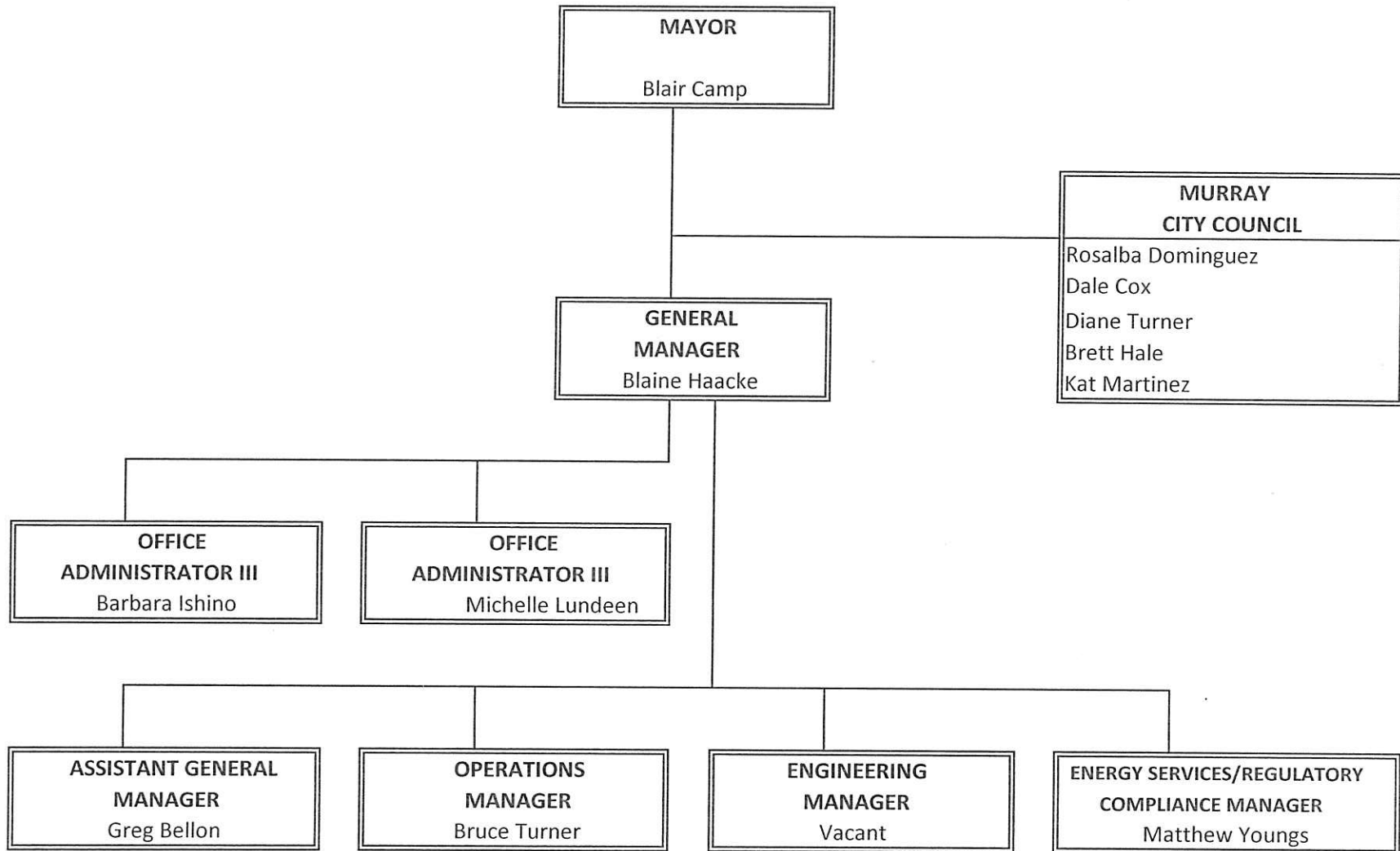
Adjournment - 12:05

Pattie Johnson
Council Office Administrator II

ATTACHMENT #1

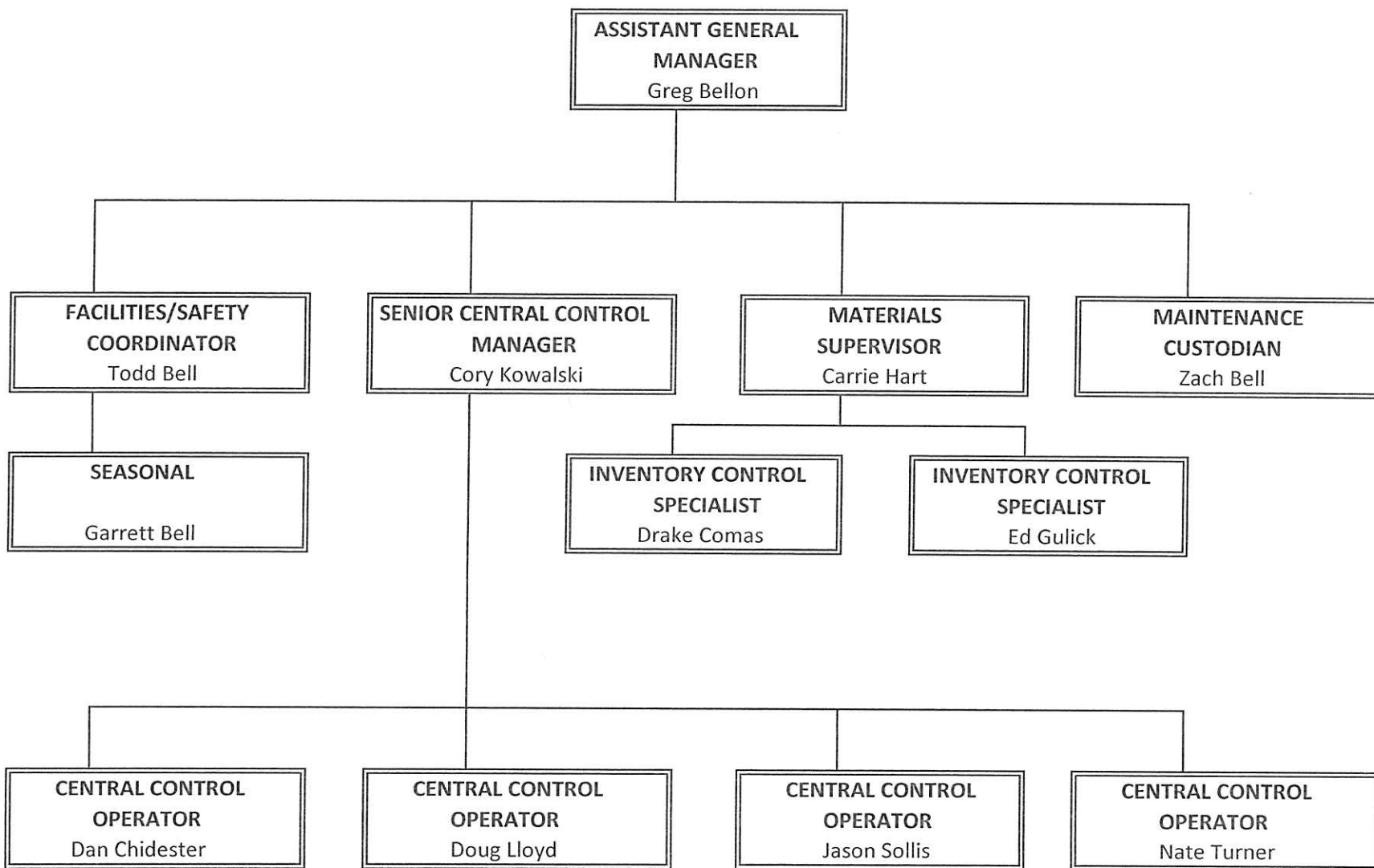
MURRAY CITY POWER

Organizational Chart



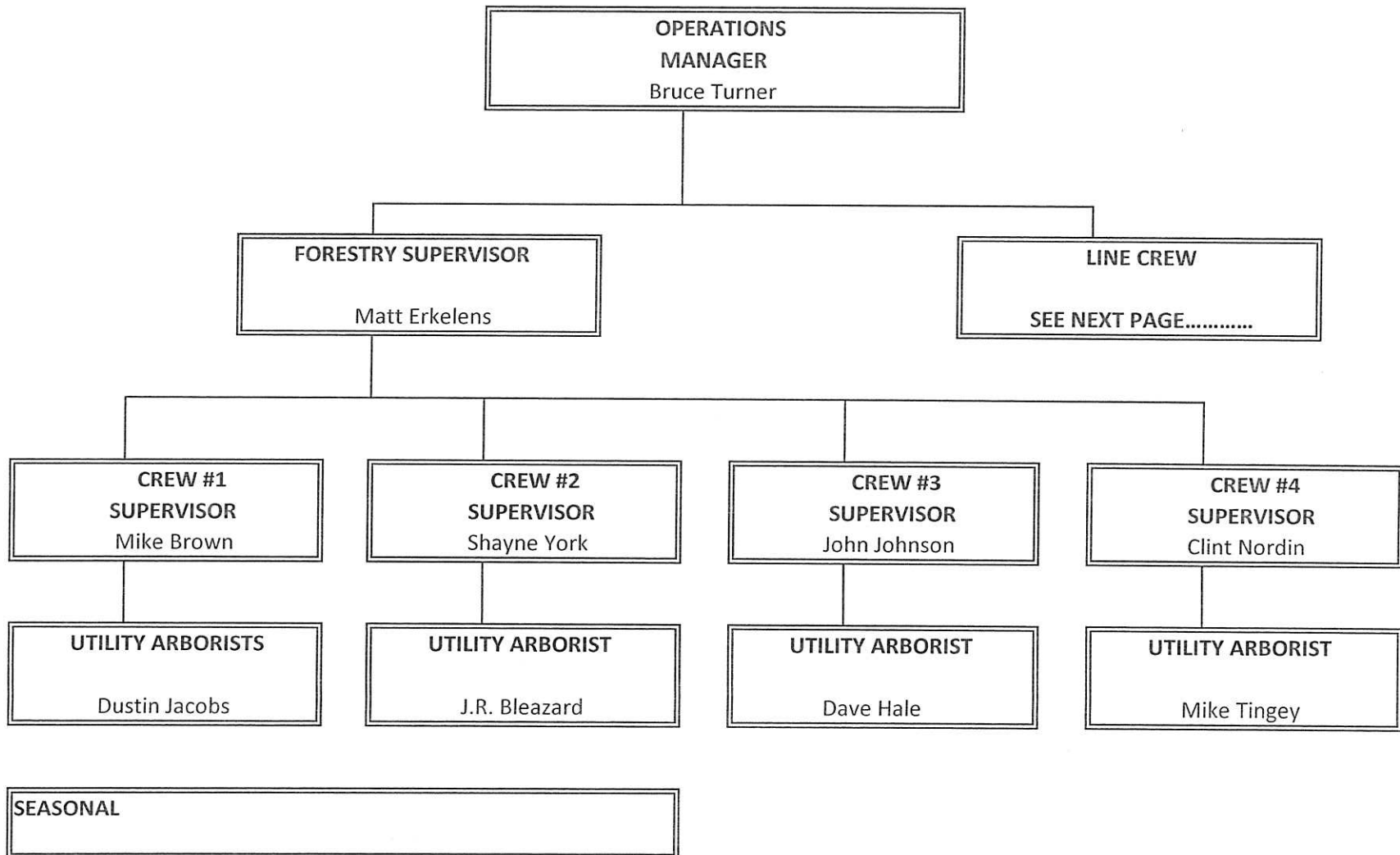
MURRAY CITY POWER

Organizational Chart



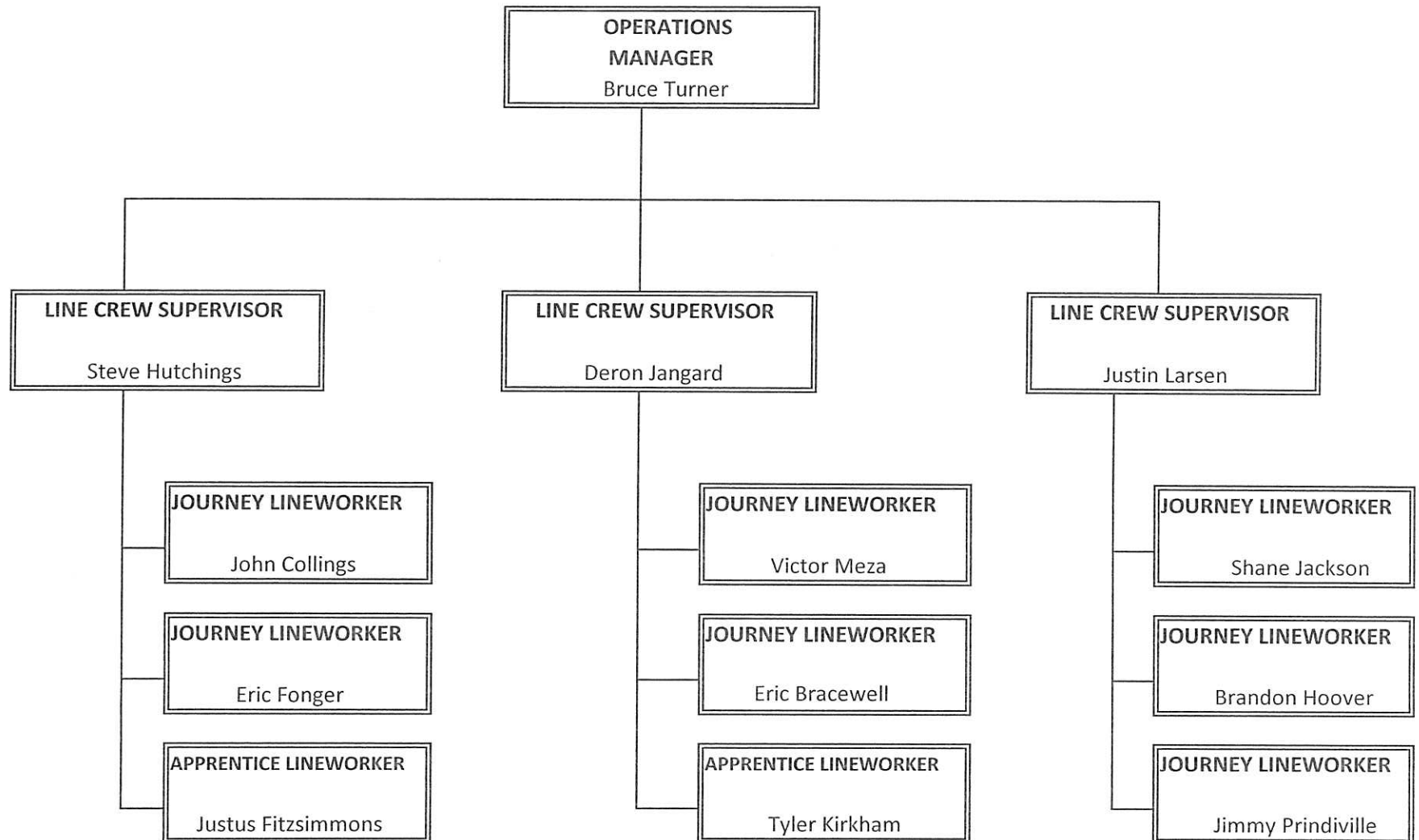
MURRAY CITY POWER

Organizational Chart



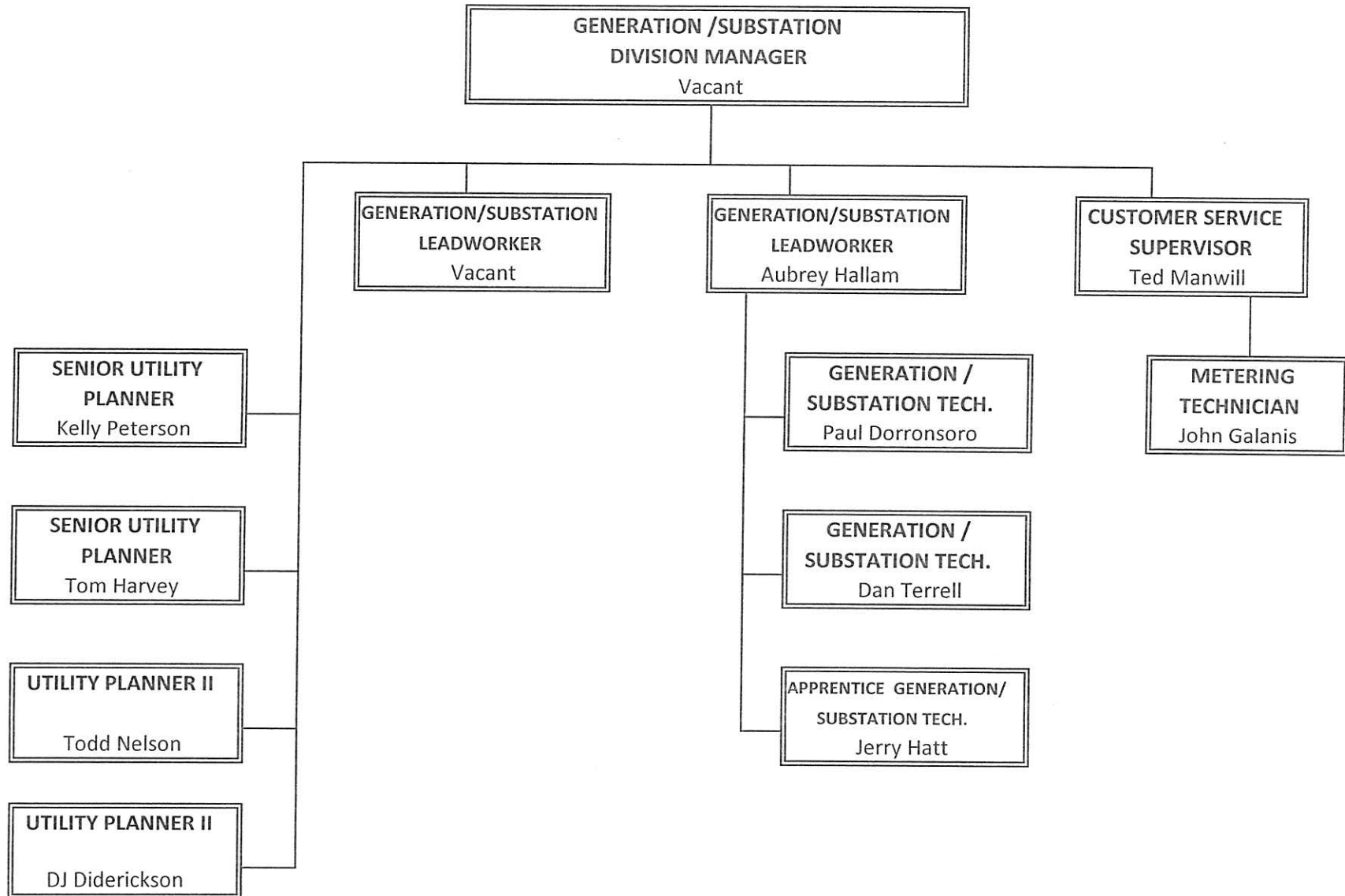
MURRAY CITY POWER

Organizational Chart



MURRAY CITY POWER

Organizational Chart



ATTACHMENT #2



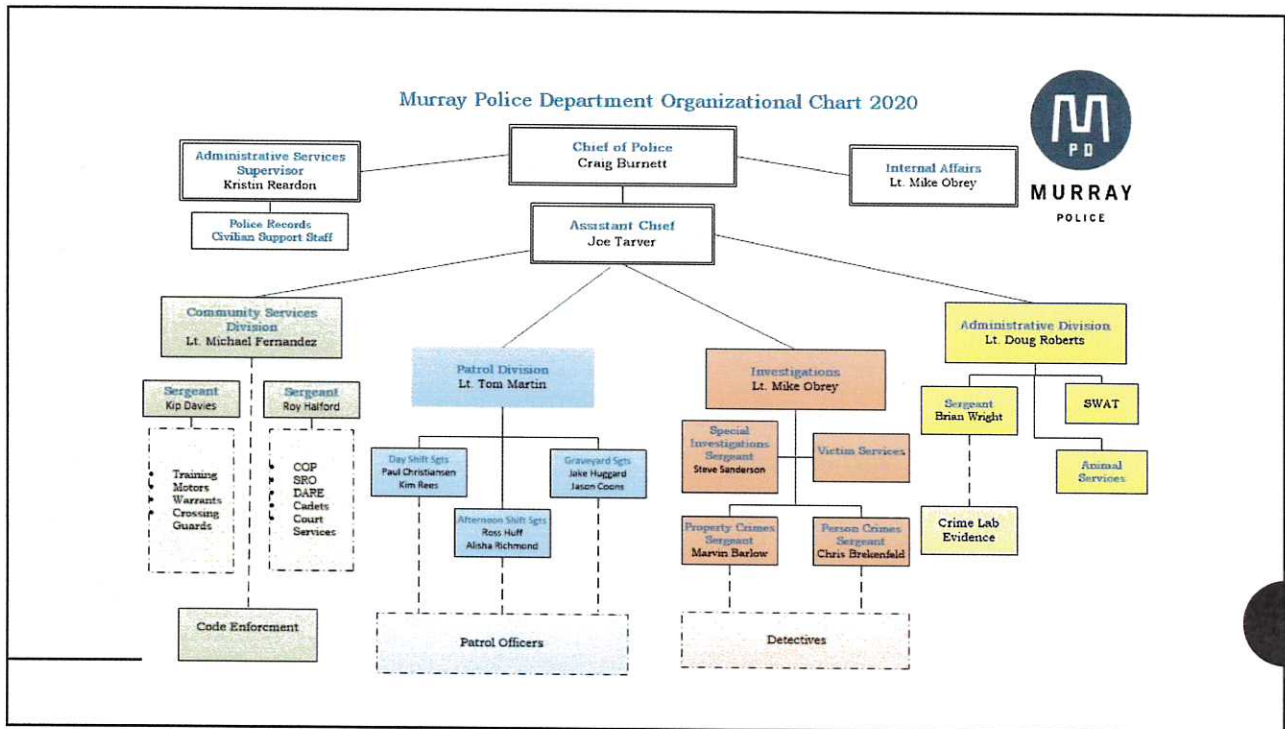
1

Mission Statement

- The mission of the Murray City Police Department is to provide a safe and peaceful environment for people to live and work. Providing police services that are of the highest quality and that are responsive to the needs of the community. We will work to develop community partnerships enabling us to jointly solve problems and enhance the quality of life in our City.
- We are committed to the prevention of crime and the protection of life and property, the preservation of peace, order and safety, the enforcement of laws and ordinances and the safeguarding of constitutional guarantees. To fulfill our mission, the Murray City Police Department is dedicated to providing a quality work environment and career development for the employees through effective training and leadership.



2



3

Command Staff / Police Administration



Chief Craig Burnett



Deputy Chief Joe Tarver

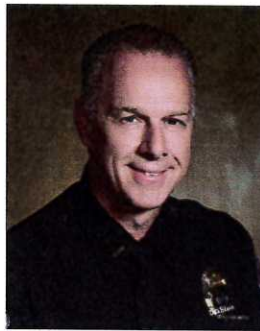
Kristin Reardon
Administrative Services
Supervisor

4

*Command Staff –
Division
Commanders*



Lt. Tom Martin
Patrol Services



Lt. Doug Roberts
Administrative Services



Lt. Mike Fernandez
Community Services



Lt. Mike Obrey
Investigative Services

ATTACHMENT #3



MURRAY

Murray City
GIS Division
4646 South 500 West
Murray, Utah 84123
www.murray.utah.gov

12/6/2019 2:56:43 PM
C:\Users\rgreen\Desktop\murrayfec.mxd
© Copyright 2019, Murray City
Map Disclaimer:
<http://www.murray.utah.gov/1429>
The above information while not
guaranteed has been secured from
sources deemed reliable.

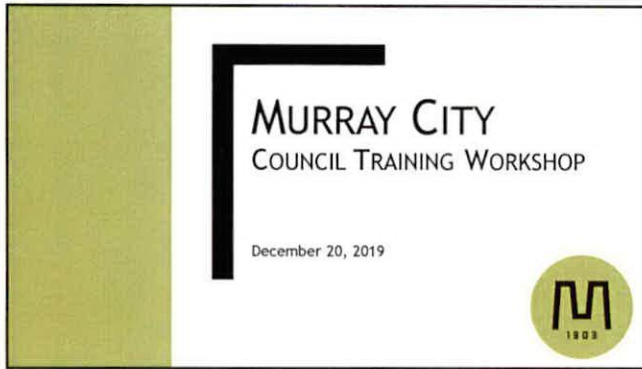
Murray City Fire Stations



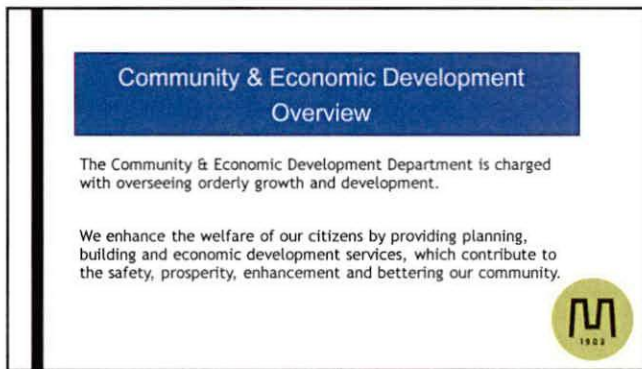
0 0.2 0.4 0.6 0.8 Miles



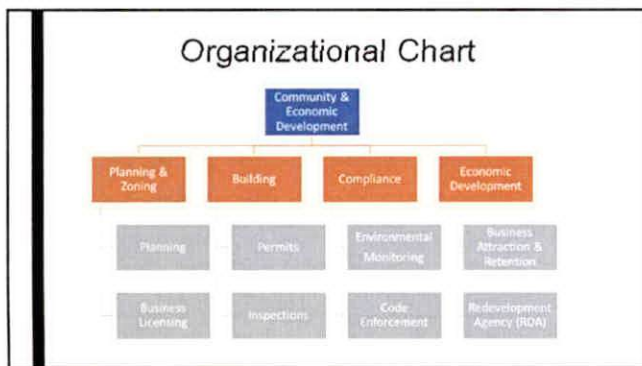
ATTACHMENT #4



1



2



3

Planning & Zoning

The Planning Division is responsible for business licensing and planning and zoning.

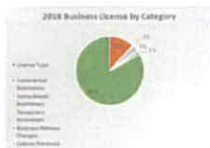
Current Planning - Create, manage, and implement zoning, subdivision, and other land use and development actions in accordance with the City's zoning laws and General Plan.

Long-Range Planning - Create and manage the General Plan for the City, including the update of appropriate ordinances and plan for the orderly growth and development of the community.

4

Business Licensing

Business Licensing processes all business license applications for businesses operating in the City and coordinates with all departments for review in this process.



5

Compliance Monitoring

EPA/DEQ mandated monitoring and reporting for contaminated areas:

- Smelter Site Overlay District (SSOD)
- Quality Oil site



6

Code Enforcement

Code Enforcement ensures that land use and development in the community adheres to city ordinances.

Often addresses:

- Business operations
- Environmental issues
- Property maintenance
- Parking issues
- Health, safety, welfare concerns



7

Code Enforcement

Examples of what the City can enforce:

- Weeds, yard waste, and debris
- Inoperable or abandoned vehicles
- Sidewalk and street obstructions
- Illegal dumping and storm drain pollution
- Business license violations
- Failure to remove snow
- Building additions without a permit



8

Building Division

The Building Division is responsible for:

- Building plan examination and approval for residential and commercial buildings (both private and public buildings)
- Issuing building permits
- Conducting building inspections
- Building abatement
- Other associated responsibilities



9

Code Enforcement

Examples of what the City typically cannot enforce (no violation of a code or statute has occurred):

- *Property line disputes*
- *Unkempt properties i.e., peeling paint, failing roof, dead grass, fallen fence, broken concrete, etc.*
- *Tree branches or limbs over the property line*
- *Esthetics of building design*
- *Some concerns are enforceable, but by entities other than Code Enforcement*

10

Economic Development

Promote and assist in job creation, job retention, and the preservation of our quality of life in Murray through the development of a diverse and stable tax base.




11

Questions?

12

Murray City Redevelopment Agency Overview

The RDA facilitates redevelopment efforts in designated areas and to administer projects/programs to assist in economic development, community development, and urban renewal.



13





Redevelopment Agency of Murray City

The RDA promotes redevelopment efforts by encouraging private and public investment in previously developed areas that are underutilized, contaminated or blighted.

The RDA works with businesses to increase available jobs.

The RDA works to increase the amount and variety of affordable housing.

14

Redevelopment Agency of Murray

The Redevelopment Agency Board of Directors consists of the City Council members.

The Mayor is the Executive Director for the Agency.

By state law, meetings and business for the RDA are held separately and apart from City business.



15

Six Redevelopment Project Areas

1. Central Business District
2. Cherry Street
3. East Vine Street
4. Smelter Site
5. Fireclay
6. Ore Sampling Mill Site



16

What is Tax Increment Financing (TIF)?

RDAs use Tax Increment Financing (TIF) to clean up blight and to implement a communities development goals.

1. TIF creates special tax districts around targeted redevelopment areas.
2. Future tax revenues are diverted to the RDA to finance infrastructure improvements and/or development.
3. At the beginning of the TIF period, tax revenues in the TIF project area are frozen at a set rate. All future additional tax revenues go toward directly funding development goals in the project area until the end of the TIF period, which usually lasts 20 to 30 years.
4. All growth in tax revenue during the TIF period, known as tax increment, is sequestered and used to finance approved projects.
5. Once the TIF period ends, all tax revenues flow back to tax-collecting jurisdictions.

17

What is Tax Increment Financing (TIF)?



18

	Questions?
--	------------

19

ATTACHMENT #5



RETAIL PROFILE

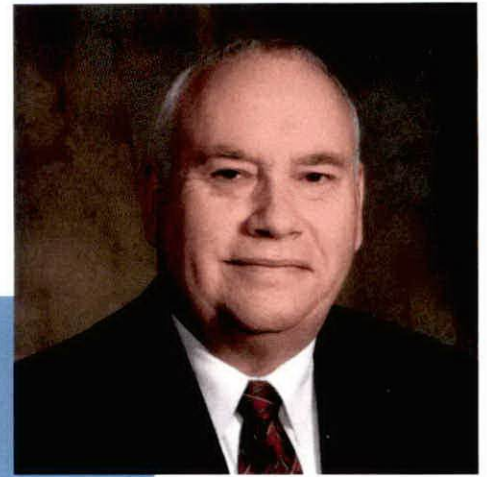
MURRAY CITY / UTAH



2019

MURRAY CITY

Retail Profile / 2019



Mayor
D. Blair Camp

Murray City has strong economic resiliency and diverse opportunities in multiple industries.

Murray City is home to Fashion Place Mall, providing customers with easy access to upscale shopping and dining opportunities. Murray's estimated population of 49,295, nearly 20,000 households, rich employment base and central location makes Murray City a prime regional retail locale. Our vast employment opportunities and daytime population significantly intensifies eating and shopping. With 240,185 persons being employed within 5 miles, Murray has an above average buying power for the entire Salt Lake Valley.

1 Community Overview

The Murray City area is a prime retail location. It is a major regional center for the Salt Lake Valley, offering a wide variety of shopping and dining opportunities. The city is a major regional center for the Salt Lake Valley, offering a wide variety of shopping and dining opportunities.

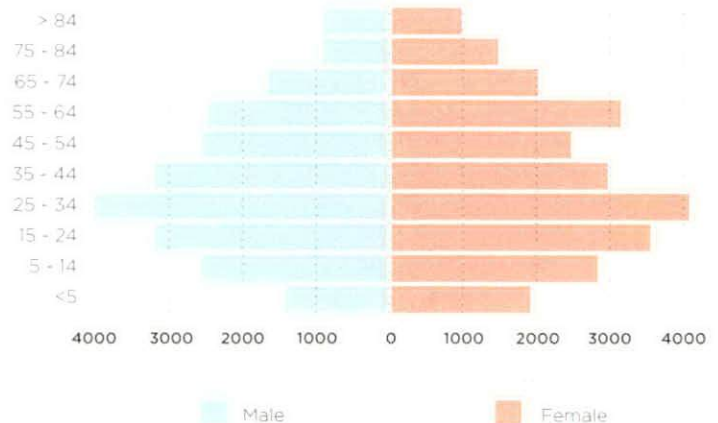
Stats	Murray City	10 Min Drive Time	30 Min Drive Time	Utah
Total Population	49,897	61,793	1,296,791	2,993,941
Annual Growth Rate	0.9%	1.4%	1.5%	1.8%
Total Households	19,687	22,430	428,675	1,046,597
Median Household Income	\$61,143	\$52,333	\$66,911	\$65,325
Median Household Age	35.8 years	33.2 years	32.1 years	30.5 years
Employee Population	39,880	48,819	959,703	1,476,528

2 Consumer Characteristics

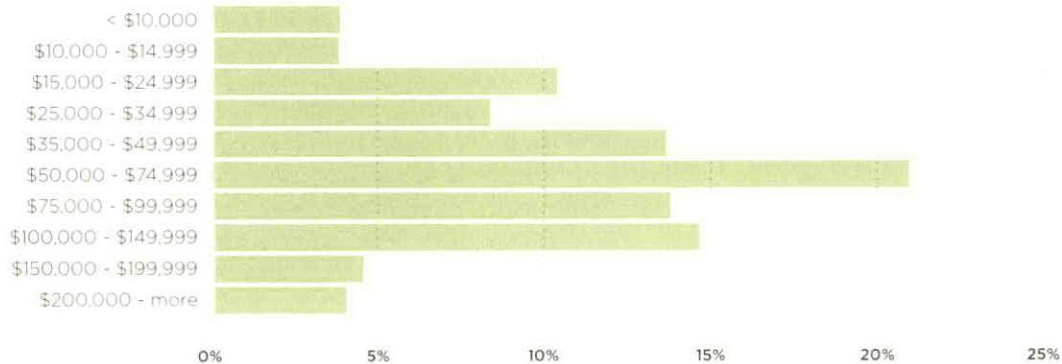
Education	City	State
No High School Diploma	7.6%	8.1%
High School Graduate	23.6%	22.2%
Some College	28.1%	26.5%
Associate's Degree	9.2%	10.3%
Bachelor's Degree	20.2%	22.2%
Post-graduate Degree	11.3%	10.6%

Housing
12,581 Owner Occupied
7,106 Renter Occupied

Population



Income



Age and Sex

52.7%

Female

36.5

Years -
Median Age

47.3

Male

35.6

Years -
Median Age

3

Top Consumer

Key Features

- Financially Secure
- Retired
- Fine Arts Appreciation
- Newspaper Readers

Profile Average

Age Years

66
-62-
75

Person in
Household

2+

Property Type

**SINGLE
FAMILY**

Age of
Children

13-18

Home
Ownership

**OWNS
HOME**

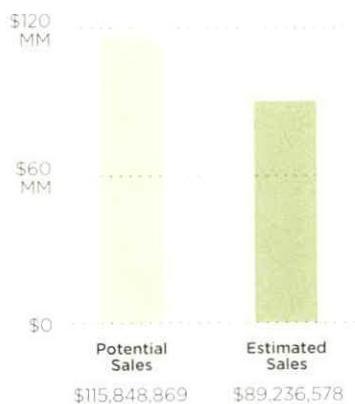
Household
Income

\$50K
-42-
\$75K

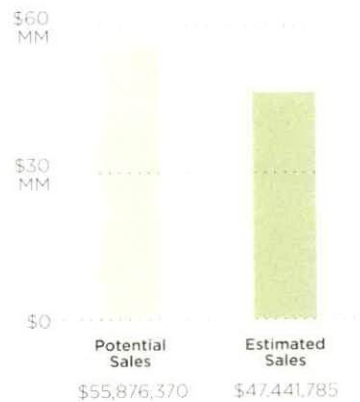
4

Spending Leakage

Food & Beverage Stores



Building Material & Supplies



Murray City has a significant retail presence in the Salt Lake Valley.


Our analysis suggests that Murray City has a significant retail presence in the Salt Lake Valley. This is based on the fact that Murray City is located in the heart of the valley, and has a long history of being a major retail center. The city's location, combined with its rich history and cultural heritage, makes it an ideal location for a wide range of retail businesses. Murray City's retail sector is a key part of its economy, and it is expected to continue to grow in the future.

Murray City Details & Map

Top Retailers

- 1 Nordstrom's
- 2 Costco
- 3 Macy's
- 4 The Container Store
- 5 Apple
- 6 Home Goods
- 7 Sam's Club
- 8 Burlington
- 9 Marshalls
- 10 Lowe's Home Improvement

Public Transit

-  FrontRunner Train
-  TRAX Light Rail Commuter

To learn more about doing
business in Murray City:



CONTACT MELINDA GREENWOOD
Community & Economic Development Director
801.270.2428 | mgreenwood@murray.utah.gov



edcutah.org



ATTACHMENT #6

Information Technology

MURRAY CITY



COMPUTERS

Because going outdoors is so overrated.



1

IT Department

- The IT Department consists of 3 divisions with 14 staff members.
- The GIS division has four staff members. Ben Teran is the Manager.
- The Programming division has three staff members. Dave Carpenter is the Supervisor.
- The IT division has six staff members. Ryan Madsen is the IT Manager.
- Who are our clients? All departments within the city. Fire, Mayor's office, Council office, Parks, Police, Power, Finance and Public Works. Etc.



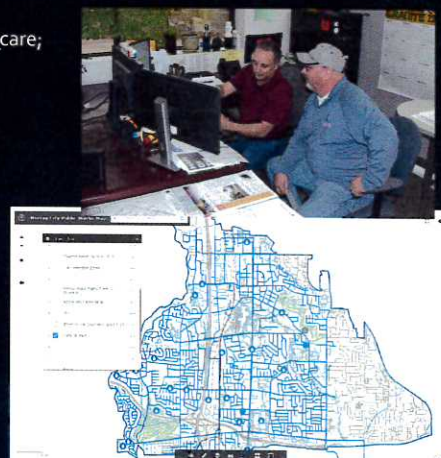
2

GIS Division

- Geographic Information Systems, or GIS, is used to analyze complex situations to create solutions, which helps increase efficiency, reduce costs, improve coordination, and deliver transparency and accountability.

Examples of how GIS supports other city departments

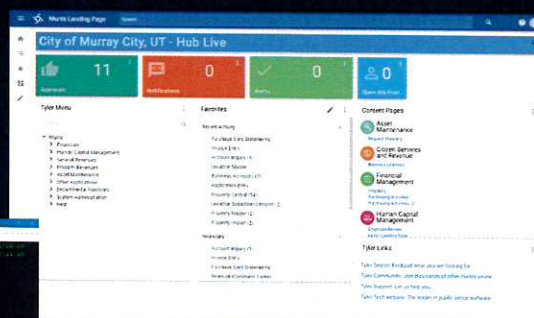
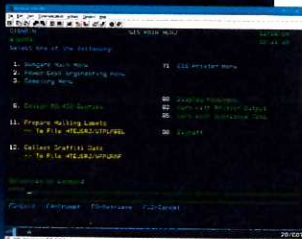
- Utilities** (Water, Sewer, Stormwater, Power) – including tracking of distribution, collection, and drainage networks as well as related planning, analysis, and customer care;
- Parks** –landscape elements of the areas; 360 trail photos on google maps
- Solid Waste** – trash and recycle inventory, collection analysis;
- Elections and redistricting** - Poll locations, council and legislative districts;
- Planning and economic development** – parcel information, business locations, and designated redevelopment areas;
- Fleet** – vehicle inventory, work management in Cityworks
- Utility Billing/Finance** – web maps, customer geographic lookup
- Police** – weekly crime maps, analysis
- Fire** – inspections, emergency response map books



3

Programming Division

- Supporting IBM AS/400 Server – HTE system, Naviline
- Tyler Munis System – Central city enterprise system supporting
 - Finance, Utility Billing, Business Licensing, Building Permits, Economic Development, employee portals and Customer service portal
 - Online payments (All Departments)
 - IVR Server (Interactive Voice Response)
 - Research & Analysis
 - Advanced reporting & auditing of utility workflows



4

IT Division

Murray City Network

- The city has a network consisting of 25 buildings which are connected with a mix of Utopia fiber and Murray City fiber over a 1 gigabit connection.
- The main data center is located here at City Hall with Fire Station 83 as our EOC (Emergency Operations Center) which acts as an alternate data center should an emergency arise.
- Servers: We manage 71 virtual & 7 ESX hosts totaling 77 servers in what is called a VMware cluster. We also maintain 5 standalone servers all servers are on a 10 gigabit backbone.
- Power & Water SCADA systems which also include their own isolated network with firewalls, servers, and clients.
- Network storage: Three HP 3par SAN (Storage Area Network) arrays. 10 mixed NAS (Network Attached Servers).
- Primary Devices: 391 Desktops, 141 laptops, 90 iPads and multiple cellular phones on various carriers.
- We also provide network security, support the entire phone system which includes 421 desk phones, and over 200 printers
- We support the Murray City Website and Intranet.
- We provide free public **Wi-Fi** in the park and at Murray City Hall.

Total connections supported = 1,200+



5

Data usage procedures

- All data residing on the City's network is Murray City property and as such, dissemination of data should be done with discretion.
- Only personnel authorized by the Department Head may post official material on the Internet on behalf of the city. Content for the main web site should be coordinated through the Mayor's office.
- City network connections are provided to conduct city business and job related activities only.

Email usage procedures

- Murray City has established the following policy with regard to access and disclosure of E-mail messages created, sent or received by city employees using the Murray City's E-mail system
- Murray City maintains an Exchange E-mail system. The E-mail system is provided by the city. We ask its use be reserved solely for the conduct of business by the city and its authorized representatives. Private email accounts should be used for all other correspondence.

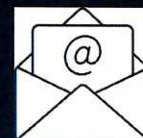


6

Email usage procedures (Continued)



- All email is backed up and stored and is subject for possible GRAMA request.
- The E-mail system should not be used to solicit commercial ventures, religious or political causes, outside organizations, or other non-job-related solicitations.
- The E-mail system may be used to promote city approved activities and fund-raisers such as the Employees Association, United Way, March of Dimes, or other uses that may be approved by the Mayor.
- Murray City reserves and intends to exercise the right to review, audit, intercept, access and disclose all messages created, sent, or received over the E-mail system for any purpose. The contents of E-mail properly obtained for legitimate business purposes, may be disclosed within the city without permission.
- One final note: Please be careful when opening email or attachments. Our spam server filters 99% of all spam email. But some do get through. Don't open any suspect email or attachments as this may compromise our network and cause server and network issues.





MURRAY
CITY COUNCIL

DRAFT

MURRAY CITY MUNICIPAL COUNCIL
SPECIAL MEETING
CITY COUNCIL RETIREMENT RECEPTION

The Murray City Municipal Council met on Monday, December 23, 2019 in the Murray City Center Chambers at 4:00 p.m., 5025 South State Street, Murray Utah for a retirement reception.

Council Members in Attendance:

Dave Nicponski - Chair	District #1
Dale Cox – Vice Chair	District #2
Jim Brass	District #3
Diane Turner	District #4
Brett Hales	District #5

Others in Attendance:

Blair Camp	Mayor	Jan Lopez	Council Director
G.L. Critchfield	City Attorney	Jennifer Kennedy	City Recorder
Pattie Johnson	Council Office	Connie Carpenter	Council Office
Jennifer Heaps	Comm. & PR Director	Invited Guests	
City Employees			

Welcome - Council Vice-Chair Mr. Cox welcomed all invited guests and staff at 4:15 p.m.

Remarks of Appreciation - Mayor Camp

Mayor Camp thank Council Members Mr. Nicponski and Mr. Brass for years of valuable service to the City. He commended them for good participation and being instrumental in many actions and decisions. Light humorous sincere gratitude was extended, and he wished them success in all future endeavors.

Presentation to Dave Nicponski - Brett Hales

Mr. Hales valued working with Mr. Nicponski and appreciated his frank and sincere character and his bravery to overcome many obstacles. Mr. Hales thanked him for wonderful memories and commended him dedicated years of service. Mr. Hales read the resolution. (See Attachment #1).

Remarks - Dave Nicponski

Mr. Nicponski gave a heartfelt speech and thanked all City Staff, Council Members, Ms. Lopez for

being a valuable council director. He addressed the Mayor, and others for making his years of service a wonderful and valuable experience he would not forget.

Presentation to Jim Brass - Diane Turner

Ms. Turner expressed appreciation for Mr. Brass and his valuable logic and knowledge. She thanked him for great leadership and confidence and commented about years of working together, sometimes on difficult matters. She would miss his input, presence, and valuable memory of city challenges and accomplishments. She wished him a wonderful retirement. Ms. Turner read the resolution. (See Attachment #2).

Remarks - Jim Brass

Mr. Brass was grateful for the opportunity to serve Murray City. Many words of gratitude and appreciation were expressed to the Mayor, City Council, council staff, city employees and guests who came on his behalf. Humorous grateful goodbyes were spoken.

Adjournment – 5:00 p.m.

Mr. Cox appreciated getting to know both Council Members over the course of his service. He thanked each for their dedication in making Murray a wonderful city and improving the lives of its residents. He dismissed the meeting. Guests mingled and visited, and refreshments were served. No business was conducted at the meeting.

Pattie Johnson
Council Office Administrator II

ATTACHMENT #1

**A JOINT RESOLUTION OF THE
MAYOR AND MUNICIPAL COUNCIL OF MURRAY CITY
EXPRESSING GRATITUDE AND APPRECIATION TO
DAVE NICPONSKI
FOR HIS DEDICATION AS A CITY COUNCIL MEMBER**

WHEREAS, Dave Nicponski represented District One as a Murray City Council Member from January 1, 2012, through December 31, 2019; and

WHEREAS, Murray City desires to express its appreciation for these years of dedicated work and service performed by **Mr. Nicponski**, as an elected official; and

WHEREAS, during **Dave's** term as a Council Member he accepted the challenge to serve as City Council Chair and Vice-Chair; Budget and Finance Committee Chair and Vice-Chair; Valley Emergency Communications Center Board Representative, Association of Municipal Councils; and

WHEREAS, he served in each capacity with thoroughness and commitment, and **Dave's** primary focus was concentrated on the benefits for Murray City businesses and residents; and

WHEREAS, the City had fallen behind in police vehicle rotation following the recession of 2008, **Dave** was instrumental in motivating Council Members to approve a program acquiring over 26 new vehicles in one year to ensure the future safety of Murray residents; and

WHEREAS, his leadership and participation on the Capital Improvement Program Committee have left his fingerprints on Murray's future; and **Dave's** presence at the State Legislature proved beneficial on many occasions in furthering Murray's position; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Municipal Council of Murray City that the City recognize and express its most sincere gratitude to **Dave Nicponski** for his collaboration and contributions to the advancement of Murray City.

PASSED, APPROVED AND ADOPTED this 10th day of December 2019.

MURRAY CITY CORPORATION

Blair Camp, Mayor

ATTEST:

Jennifer Kennedy, City Recorder

MURRAY CITY MUNICIPAL COUNCIL

Dave Nicponski, Council Chairman

Dale Cox, Council Member

Jim Brass, Council Member

Diane Turner, Council Member

Brett Hales, Council Member

ATTACHMENT #2

**A JOINT RESOLUTION OF THE
MAYOR AND MUNICIPAL COUNCIL OF MURRAY CITY
EXPRESSING GRATITUDE AND APPRECIATION TO
JIM BRASS
FOR HIS CONTRIBUTIONS TO THE COMMUNITY
AS A CITY COUNCIL MEMBER**

WHEREAS, **Jim Brass** represented District Three as a Murray City Council Member from January 1, 2004, through December 31, 2019; and

WHEREAS, Murray City wishes to express its admiration and appreciation for these years of dedicated work and community service performed by **Mr. Brass** as an elected City Council Member, and

WHEREAS, during **Jim's** term as a Council Member he served in various key positions, including City Council Chair and Vice-Chair, Redevelopment Agency Chair and Vice-Chair, and Budget and Finance Committee Chair and Vice-Chair; serving during one of the most critical economic downturns the City had ever faced - analyzing every line item for savings and challenging City personnel to do more with less; and

WHEREAS, **Jim** stepped forward to serve on several interlocal agency boards, including the Central Valley Water Reclamation Board for fourteen years, the Wasatch Front Waste and Recycling Board for seven years, the Murray Area Chamber of Commerce, and the Association of Municipal Councils;

WHEREAS, in each capacity, **Jim** served with dignity, integrity, and genuine dedication on behalf of Murray City residents. He demonstrated exceptional judgement on every issue, ensuring an improved quality of life for the community he loves; and

WHEREAS, **Jim** has been a champion for ADA provisions that exceed mere compliance; and his expertise in power and land use matters will long be remembered as a model for exemplary leadership; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Municipal Council of Murray City that the City express its most sincere appreciation and gratitude to **Jim Brass** for his sixteen years of unparalleled service and contributions that are recognized now and into the future.

PASSED, APPROVED AND ADOPTED this 10th day of December 2019.

MURRAY CITY CORPORATION

Blair Camp, Mayor

ATTEST:

Jennifer Kennedy, City Recorder

MURRAY CITY MUNICIPAL COUNCIL

Dave Nicponski, Council Chairman

Dale Cox, Council Member

Jim Brass, Council Member

Diane Turner, Council Member

Brett Hales, Council Member



DRAFT

MURRAY CITY MUNICIPAL COUNCIL OATH OF OFFICE CEREMONY

The Murray City Municipal Council met at 12:00 p.m. on Tuesday, January 7, 2020 in the Murray City Center, 5025 South State Street, Murray, Utah for the Oath of Office Ceremony.

Council Members in Attendance:

Dale Cox – Vice Chair	District #2
Diane Turner	District #4
Brett Hales	District #5

Others in Attendance:

Blair Camp	Mayor	Jan Lopez	Council Director
G.L. Critchfield	City Attorney	Jennifer Kennedy	City Recorder
Pattie Johnson	Council Office	Connie Carpenter	Council Office
Kat Martinez	Council Elect	Rosalba Dominguez	Council Elect
Jennifer Heaps	Chief Comm. Officer	Invited Guests	
City Employees			

Welcome - Vice-Chair Cox welcomed invited guests, acknowledged various dignitaries, addressed visiting elected officials, and noted city staff in attendance. He was excited about having new council members and noted Mr. Hales' third term of service.

Opening Ceremonies

- Presentation of Colors/Pledge of Allegiance – Murray City Fire and Police
- National Anthem – Murray High School Madrigals

Oath of Office - Administered by Jennifer Kennedy, Murray City Recorder

Kat Martinez, Council District 1. Ms. Martinez was sworn into office by repeating the Oath of Office.

Remarks – Ms. Martinez was honored with the opportunity to serve Murray City. She spoke about her upbringing in a family that highly valued community service, which was always a big part of their lives. She said when you care about something, you take care of it. She expressed adoration for the Murray community she is raising her children in; and she believes when people move to Murray, they remain in Murray, due to the exceptional community attributes. She stated whether residents are new to the City, or, have lived here for generations, citizens enjoy living where memories are savored, and new ones are made. She looked forward to the future and new ideas that would come to the City. She thanked role models, Mayor, Jenny Wilson; Representative, Kwan, and noted other incredible mentors. She expressed

gratitude for strong women in leadership who prove moms can run for office, win and serve their communities well. She thanked her neighborhood of friends and supporters, and her campaign manager. She mentioned appreciation for her family for believing in her, trusting in her vision, and supporting her drive; she valued her husband and children for being her biggest door knockers and supporters, and acknowledged she could not have achieved her goal without the family unit. She shared excitement to serve Murray and valued those who show up for their communities.

Rosalba Dominguez, Council District 3 – Ms. Dominguez was sworn into office by repeating the Oath of Office.

Remarks – Ms. Dominguez echoed words of appreciation by Ms. Martinez for living in an amazing community. She expressed gratitude for a number of people including, Murray City School Board Member, Elizabeth Payne, Representative, Rebecca Chavez-Houck, the Murray City Council staff for hard work in organizing the Oath of Office event, and for providing informative material and arranging documentation for their first council meeting. She addressed all Murray Council Members by name and conveyed honor to serve with them. She valued her neighbors and gave emotional thanks to her father and mother for devoted support, sacrifice, and much hard work on behalf of their family. Their determination and unselfish giving made an unforgettable impression on her life. She spoke of the Mexican community in Murray during the early 80's and described a humble love among friends and neighbors. She appreciated Murray's history of embracing minorities like the Italian, Greek, and Lebanese people, who have thrived in Murray. She valued family members, her campaign manager and team, the Gonzales family, and many who canvassed for her, mentioning each by name. She appreciated all campaign donations, endorsements, and local unions, which provided courage to continue. The love of her immediate family and their willing involvement shaped her perspective on why it is important to create safe and loving spaces in communities. To her life partner Matt, she was grateful for his patience, full support, encouraging words and love. She noted many successes and personal failures that led her to where she is– and for all she was very grateful. In closing, the crowd was addressed with a heartfelt message of thanks in Spanish.

Mr. Cox took a brief moment to recognize Murray City School Board Member, Elizabeth Payne, as well as, Representative, Rebecca Chavez-Houck, who Mr. Cox said was a friend to many throughout the State of Utah.

Brett A. Hales, Council District 5 – Mr. Hales was sworn into office by repeating the Oath of Office.

Remarks

Mr. Hales was thrilled with the special occasion and thankful for his third term to serve Murray. He commended his wife of 37 years, for loving devotion and thoughtful care throughout many trials of life. He expressed with humor and humility that he will never tire of letting others know how much he cherishes Cindy – particularly on social media. He conveyed heartfelt thanks to family members by name, as well as, former Mayor, Dan Snarr; Jack DeMann, a great influence in his life, and Mike Squires, a devoted friend who was in full support from the start of his candidacy. He valued past memories and friendships with all council members and looked forward to a new and exciting term with Ms. Martinez and Ms. Dominguez. He appreciated the large turnout and stated his opportunity to serve with the Murray City Council was a blessing, and he was honored to serve in the interest of the citizens of Murray.

Mayor Jenny Wilson, Salt Lake County.

Remarks

Mayor, Wilson gave a warm congratulation to elected officials. She commended Murray's success for having their own police force, fire department, public works department, power department, senior center, golf course, library, school district, and cemetery, and stated the County has a great partnership with Murray, because Murray is an amazing community. She noted daily life saving procedures that occur at IMC Hospital, involving people nationwide. Established in 1850 Murray was the center of the valley and a halfway point between the Granite quarries, and downtown Salt Lake City. The home of Pony Express station #9, Murray was a place of rest, and became a City in 1903. The City has grown and prospered in industry, culture, business, and retail. She applauded Murray residents for electing two amazing new council members and returning a man who is a great community leader. On an emotional note, Mayor Wilson expressed newfound appreciation in witnessing many women elected this year as council members throughout the valley. She validated heartfelt words regarding diversity given by Council Member Dominguez and commended the women who took the challenge with inner confidence and made history this year. She was proud to represent cities of Salt Lake County, each with a unique nature. She looked forward to working collectively on important issues like growth, addiction, suicide, and homelessness, and valued new friendships ahead.

Comments by Mayor Blair Camp, Murray City

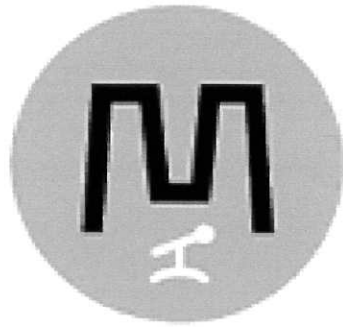
Remarks

Mayor Camp was honored to address new Council Members Ms. Martinez, Ms. Dominguez, and congratulate Mr. Hales on his third term. He affirmed serving on a city council and being part of local government was rewarding, as he recalled his own service as a Murray Council Member. He said there would be challenging and gratifying times, and he appreciated Ms. Martinez, Ms. Dominguez attending many meetings the last year in order to learn and become familiar with the City. He thanked them for those efforts, which would prove advantageous as council members, and beneficial to their residents. He alerted them there would be endless requests, endless demands, endless ideas, numerous worthy causes, wants and needs coming their way, all to be addressed with limited resources. During their tenure many decisions would need to be made, some of them difficult, some easy, but all very important. He encouraged them to carefully consider every decision realizing the impact to various groups, organizations, or individuals. He quoted Douglas Adams: "To give real service, you must add something which cannot be bought or measured with money, and that is sincerity and integrity." He believed this was a good reminder for all who were entrusted by the public. He wished them much success. He looked forward to working with the Council in the improvement and advancement of Murray. He noted the importance of maintaining the unique character of the City and facing the challenges of growth. He thanked council members for doing what at times is a thankless job, requiring much hard work.

A musical number was performed by Anastazio Castillo.

Adjournment - Diane Turner, Council District 4, thanked everyone for attending in support of Murray City, and the Murray City Council and announced that light refreshments were served in the foyer.

Pattie Johnson
Council Office Administrator II



MURRAY
CITY COUNCIL

Discussion Item #1




Community Development

Fashion Place West Small Area Plan Consultant and Project Intro

Council Action Request

Committee of the Whole

Meeting Date: February 4, 2020

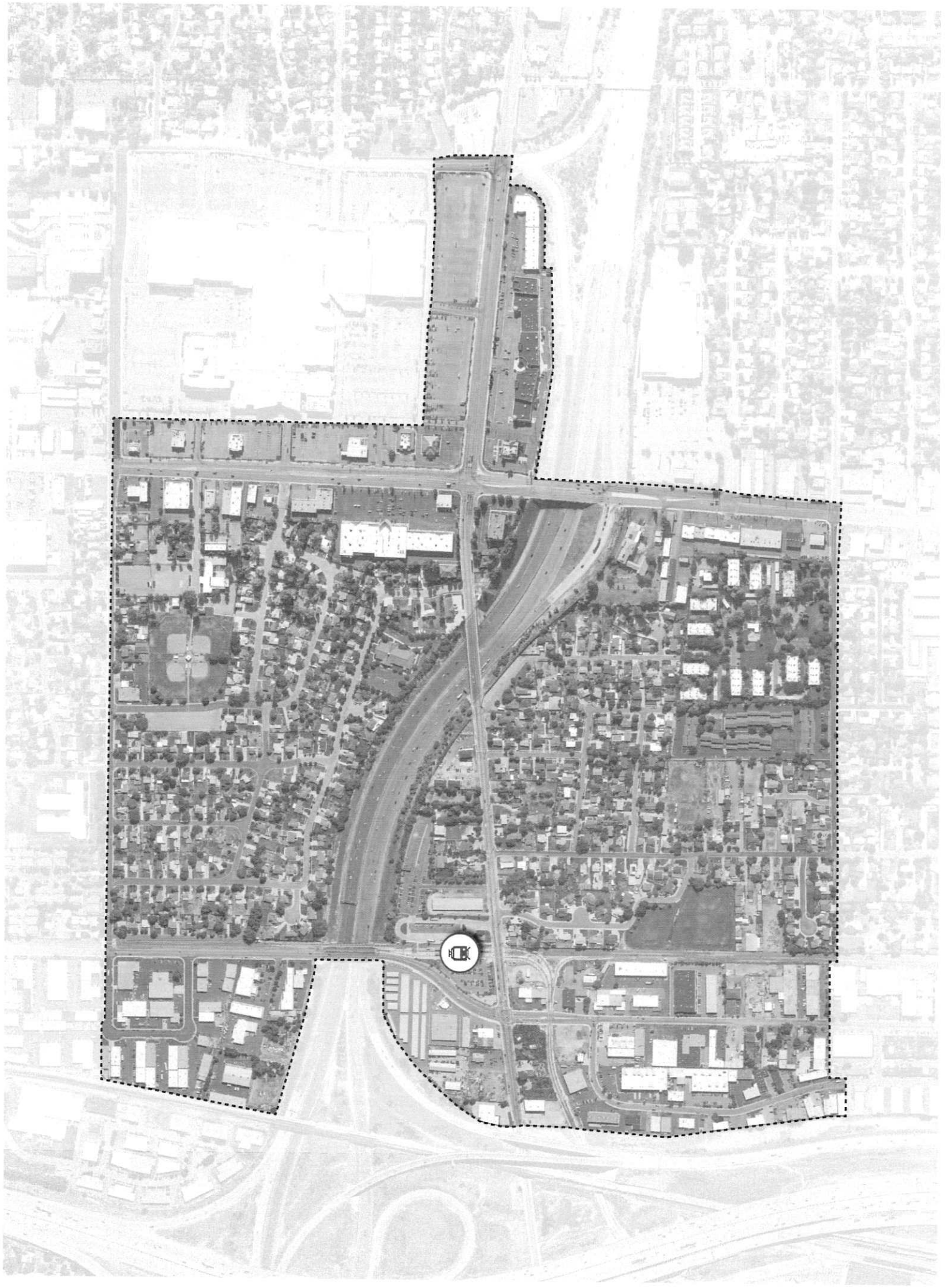
Department Director Melinda Greenwood Phone # 801-270-2428 Presenters Melinda Greenwood Zachary Smallwood Mark Morris, VODA Annaliese Eichelberger, VODA Required Time for Presentation 15 Minutes Is This Time Sensitive No Mayor's Approval  Date January 22, 2020	Purpose of Proposal VODA Landscaping + Planning would like to introduce themselves and the Fashion Place West Small Area Plan Project. Action Requested Informational Only. Introduction of the project and consultant. Attachments Map of proposed study area. Flier for the February 12, 2020 project open house. Budget Impact \$5,000 in matching funds. This funding was included in the current year's budget. Description of this Item Early in 2019, Murray City was awarded a grant from the Wasatch Front Regional Council (WFRC) to study the Fashion Place West TRAX station. The grant was awarded from the Transit and Land Use Connection (TLC) Program administered through WFRC who partners with Salt Lake County, Utah Department of Transportation (UDOT) and Utah Transit Authority (UTA). According to their website, "The TLC program provides technical assistance to local communities to help them achieve their goals and plan for growth. The program helps communities implement changes to the built environment that reduce traffic on roads and enable more people to easily walk, bike, and use transit."
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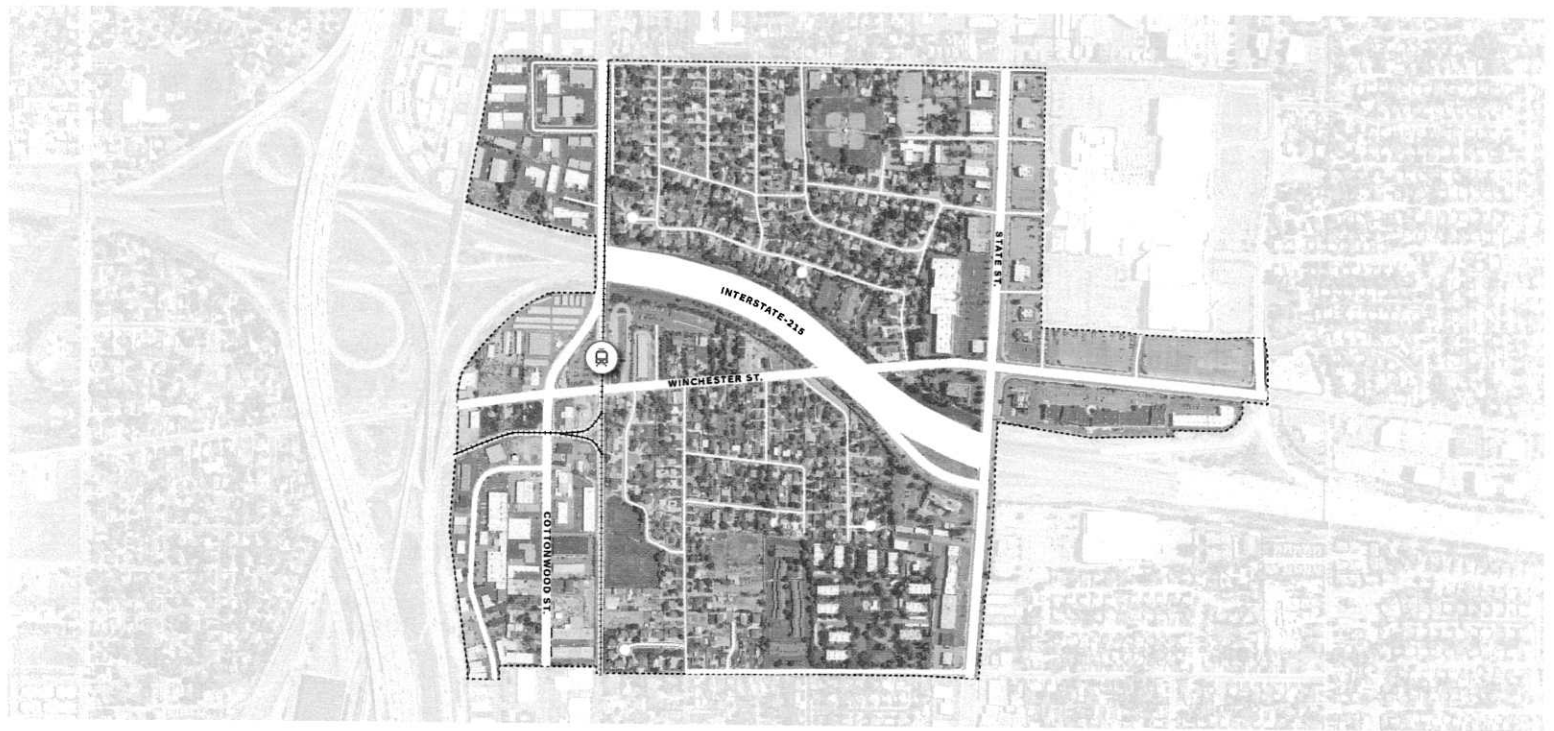
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The grant award provides \$65,000 for the study, and the City is to provide a \$5,000 match.

After going through a request for proposals process, Murray City Staff selected VODA Landscape + Planning, an award-winning consulting firm to lead the process. VODA will be at the meeting on the 16th to introduce themselves, and explain what a Small Area Plan is and some existing conditions of the proposed area.

The consultant and city staff held a kickoff meeting on Wednesday January 8, 2020 where we discussed project areas. We have attached a map of the area for you to review and provide feedback. We have also attached a flier which provides details on the public open house scheduled to kick off the project. We are excited for them to come talk to you about the process and invite you provide comment on the area and what you would like to see.





FASHION PLACE WEST SMALL AREA PLAN **OPEN HOUSE**

WHAT IS A SMALL AREA PLAN?

The Fashion Place West Small Area Plan empowers the City and other stakeholders by identifying existing challenges, setting goals to address the challenges, and implementing strategies to achieve these goals.

WHEN?

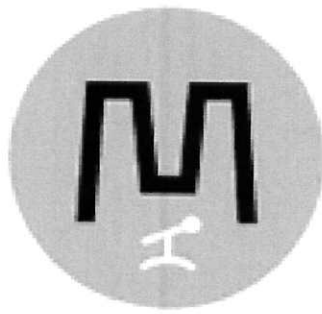
Wednesday, February 12th
anytime from
6:00 PM to 8:00 PM

WHERE?

Senior Recreation Center
10 East 6150 South,
Murray, UT



MURRAY
CITY UTAH



MURRAY
CITY COUNCIL

Discussion Item #2



City Council

Apprenticeship Program as an Incentive for Construction Projects

Council Action Request

Committee of the Whole

Meeting Date: February 4, 2020

Department Director Janet M. Lopez Phone # 801-264-2622 Presenters Council Chair, Dale Cox. Required Time for Presentation 10 Minutes Is This Time Sensitive Yes Mayor's Approval Date January 24, 2020	Purpose of Proposal The purpose is to encourage contractors to utilize apprentices for not less than 10% of the total labor hours on a city project. Action Requested Consideration of an ordinance revision to the Lowest Responsive Responsible Bidder criteria. Attachments Proposed ordinance. Budget Impact The use of apprentices in construction projects would contribute to lower overall labor construction costs. Description of this Item This ordinance references use of apprentice workers who are enrolled in certified training programs recognized by the Department of Workforce Services of the State of Utah and the U.S. Department of Labor. Projects include city contracts issued after February 18, 2020 for all City owned building improvements or public works projects estimated to exceed \$3 million. Trades included are electricians, bricklayers, ironworkers, operating engineers, plumbers, pipefitters, welders, HVAC&R technicians, cement masons, painters, drywallers, laborers, hear and frost insulators, sheet metal workers, sprinkler fitters, and roofers.
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Utilization of the apprenticeship program by a contractor who commits to ensure that not less than ten percent of the total labor hours are worked by apprentices shall have their bid considered as if it were two and a half percent lower than the actual dollar value of the bid, not to exceed a preferential value of \$75,000.

A contractor awarded a contract based in part on this preference and after consideration of all other criteria, shall use their best efforts to comply and submit compliance statements to the City within 15 days of completion of the project, as detailed in the ordinance.

3.10.370: COST ESTIMATE FOR BUILDING IMPROVEMENTS AND PUBLIC WORKS PROJECTS:

A. Definitions: For purposes of this section the following definitions shall apply:

APPRENTICE: An apprentice enrolled in a certified apprenticeship training program, as recognized by the Department of Workforce Services of the State of Utah.

BID LIMIT: Has the same meaning as in section 3.10.030 of this chapter.

BUILDING IMPROVEMENT: The construction or repair of a public building or structure.

CERTIFIED APPRENTICE TRAINING PROGRAM: an apprenticeship training program approved by the U.S. Department of Labor.

CONTRACTOR: A person or entity who is or may be awarded a construction contract for a building improvement or a public works project.

COVERED EMPLOYEE: An individual who provides on average at least thirty (30) hours per week of services directly related to a design or construction contract for a contractor or subcontractor, including, but not limited to, an individual in a safety sensitive position such as a design position responsible for the safety of a building improvement or public works project.

DRUG AND ALCOHOL TESTING POLICY: A policy under which a contractor or subcontractor tests a covered individual to establish, maintain, or enforce a prohibition of:

1. The manufacture, distribution, dispensing, possession, or use of drugs or alcohol, except the medically prescribed possession and use of a drug, and
2. The impairment of judgment or physical abilities due to the use of drugs or alcohol.

HEALTH BENEFIT PLAN: means an insurance policy that provides healthcare coverage, including major medical expenses, or is offered as a substitute for hospital or medical expense insurance, such as a hospital confinement indemnity or limited benefit plan. A health benefit plan does not include an insurance policy that provides benefits solely for accidents, dental, income replacement, long term care, a medicare supplement, a specific disease, vision, or a short-term limited duration where it is offered and marketed as a supplement health insurance.

LABOR HOURS: The total hours of workers receiving an hourly wage who are directly employed on the site of a building improvement or public works project. "Labor hours" includes hours performed by workers employed by the contractor and all subcontractors working on the project. "Labor hours" does not include hours worked by foremen, superintendents, project managers, project engineers, and owners.

LOWEST RESPONSIVE RESPONSIBLE BIDDER: Has the same meaning as in section 3.10.030 of this chapter.

PUBLIC WORKS PROJECT:

1. The construction of:
 - a. A park, recreational, power or other City facility; or
 - b. A pipeline, culvert, dam, canal, or other system for water, sewage, stormwater, flood control, power or other City infrastructure.

2. Public works project does not mean:
- a. The replacement or repair of existing infrastructure on private property; or
 - b. Supply contracts.

QUALIFIED HEALTH INSURANCE COVERAGE: means, at the time a contract is entered into or renewed:

1. A health benefit plan (not including dental coverage) and employer contribution level with a combined actuarial value at least equivalent to the combined actuarial value of the benchmark plan determined by the children's health insurance program under section 26-40-106(2)(a), Utah Code Annotated, as amended or its successor, and a contribution level of at least fifty percent (50%) of the premiums for the employee and the dependents of the employee who reside or work in the State under which:
 - a. The employer pays at least fifty percent (50%) of the premium for the employee and the dependents of the employee; and
 - b. For purposes of calculating actuarial equivalency under this provision, rather than benchmark plan deductibles and the benchmark plan out of pocket maximum based on income levels:
 - (1) The annual deductible is maximum one thousand dollars (\$1,000.00) per individual and three thousand dollars (\$3,000.00) per family; and
 - (2) The annual out of pocket maximum is three thousand dollars (\$3,000.00) per individual and nine thousand dollars (\$9,000.00) per family; or
2. A federally qualified, high deductible health plan (not including dental coverage) that at a minimum has a deductible which is either:
 - a. The lowest deductible permitted for a federally qualified, high deductible plan; or
 - b. A deductible that is higher than the lowest deductible permitted for a federally qualified, high deductible plan, but includes an employer contribution to a health savings account in a dollar amount at least equal to the dollar amount difference between the lowest deductible permitted for a federally qualified, high deductible plan and the deductible for an employer offered federal qualified, high deductible plan; and
 - (1) Has an out of pocket maximum that does not exceed three (3) times the amount of the annual deductible; and
 - (2) The employer pays sixty percent (60%) of the premium for the employee and the dependents of the employee who work or reside in the State of Utah.

QUALIFYING PROJECTS: Contracts issued by the City on or after February 18, 2020 for all City owned building improvements or public works projects estimated to exceed \$3,000,000.00.

RANDOM TESTING: Periodic examination of a covered employee, selected on the basis of chance, for drugs and alcohol in accordance with a drug and alcohol testing policy.

SUBCONTRACTOR: Any person or entity who may be awarded a contract with contractor or another subcontractor to provide services or labor for the construction of a building improvement or public works project. "Subcontractor" includes a trade, contractor, or specialty contractor but does not include a supplier who provides only materials, equipment, or supplies to a contractor or subcontractor.

TRADE: Means electricians, bricklayers, ironworkers, operating engineers, plumbers, pipefitters, welders, HVAC&R technicians, operative cement masons, painters, drywallers, laborers, heat and frost insulators, sheet metal workers, sprinkler fitters, and roofers.

VETERAN: An individual who:

1. Has served on active duty in the Armed Forces of the United States for more than one hundred eighty (180) consecutive days, or
2. Was a member of a reserve component who served in a campaign or expedition for which a campaign medal has been authorized and who has been separated or retired under honorable conditions, or
3. Any individual incurring an actual service related injury or disability in the line of duty, whether or not the person completed one hundred eighty (180) consecutive days of active duty.

B. Cost Estimate Required: The Purchasing Agent, or designee, shall require any City department intending to undertake a building improvement or public works project to prepare:

1. Plans and specifications for the building improvement or public works project; and
2. An estimate of the cost of the building improvement or public works project.

C. Method Of Construction Contracting Management: The requirements of subsection B of this section do not preclude the use of any method of construction contracting management outlined in section [3.10.360](#) of this chapter. Any method of construction contracting management may be used so long as the requirements of subsection B of this section are reasonably complied with.

D. When Bid Limit Exceeded: If the cost estimate required under subsection B of this section exceeds the bid limit specified in section [3.10.030](#) of this chapter, the Purchasing Agent, or designee, shall require the building improvement or public works project to be procured according to the requirements of Utah Code section 11-39-103, as amended and this chapter.

E. Determine Lowest Responsive Responsible Bidder: The Procurement Agent shall determine the lowest responsive responsible bidder by applying, in addition to the criteria in section [3.10.200](#) of this chapter, a preference system to determine whether the contractor and every subcontractor, if any, has demonstrated to the City's satisfaction that they have and will maintain:

1. An offer of qualified health insurance available to a contractor's and subcontractor's covered employees and the employees' dependents;
2. A drug and alcohol testing policy during the period of the contract that applies to all covered employees employed or hired by the contractor or any subcontractor and require covered employees to submit to random testing under the drug and alcohol testing policy;
3. A program to actively recruit and/or employ veterans;
4. A job training program, such as, by way of example and not limitation, a Federal, State, and/or City recognized job training program;

5. **Apprentice utilization.** For qualifying projects, a contractor who commits to ensure that not less than ten percent (10%) of the total labor hours are worked by apprentices as defined herein, shall have their bid considered as if it were two and a half percent (2.5%) lower than the actual dollar value of the bid, not to exceed a preferential value of \$75,000. The contractor awarded a contract based in part on this preference, after consideration of all

other applicable preferences under this section, shall be awarded the contract at the actual dollar value of the bid. Contractors awarded contracts based in part on this preference shall:

(a) use their best efforts to comply with the apprentice utilization preference provisions of this section;

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(b) submit to the City Purchasing Agent within fifteen (15) days after completion of the work a statement describing compliance with this subsection. The statement shall include the number of apprentices and the labor hours worked by them as well as the number, type and rationale for the exceptions granted under subsection F;

(c) determine how the apprentice utilization will be achieved and is responsible for attaining the 10%. The City does not require that the prime contractor's forces alone achieve 10% apprentice utilization; however, in order to meet the requirement, the prime contractor should subcontract with companies that plan to provide apprentice hours sufficient to meet the requirement for the project overall;

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(d) include as part of the contract or subcontract a provision requiring compliance with this subsection E, absent any exceptions for good cause defined in subsection F below. A failure to comply with this subsection may be deemed a breach of contract for which the City is entitled to all remedies allowed by law and under the contract; and

(e) if contractor fails to file the report required in subsection (b), or fails to meet the total labor hours requirement for apprentices specified herein, unless good cause is shown and exceptions granted as provided in subsection F, then contractor shall forfeit one percent (1%) of the total project cost to the City, which amount shall be credited to the account from which the project was funded.

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6. A safety program; and

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7. A formal policy of nondiscrimination as required by Federal, State, and local law.

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F. Apprentice Utilization Exceptions:

1. The requirements under the apprentice utilization preference described in subsection E5 may be excused or waived if:

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(a) the apprenticeship requirement conflicts with state or federal funding conditions, or the conditions of any other grant or funding program;

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(b) the contractor has demonstrated that it has utilized its "best efforts" to meet the established percentage requirement, but remains unable to fulfill it;

(c) a disproportionately high ratio of material costs to labor hours, which does not make feasible the required minimum levels of apprentice participation; or

(d) a demonstrated lack of availability of apprentices in the specific geographic area.

2. The apprentice utilization preference shall not apply to:

(a) contracts sought for emergency repair or noncompetitive situations; or

(b) a change order or modification to a project, when the estimate did not meet the initial dollar threshold of a qualified project

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3. In the event a contractor seeks an exception under subsection F1:

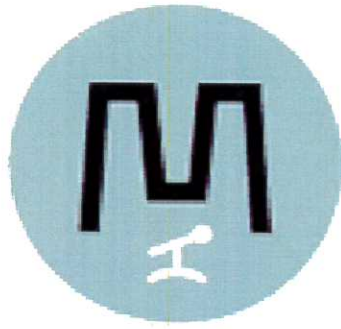
(a) the contractor shall demonstrate to the satisfaction of the purchasing agent that the contractor is using as many apprentice hours as practicable; and

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(b) shall provide a plan to the purchasing agent demonstrating the highest percentage of apprentice hours that are practicable and that will be attained by contractor.

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G. Applying Preference System: The City's Procurement Official shall apply the preference system under subsection E of this section by making an award to the responsive and responsible bidder that qualifies for the most preferences, if the qualifying bidder's bid is equal to or less than one hundred four percent (104%) of the lowest responsive and responsible bid or within fifty thousand dollars (\$50,000.00), whichever value is less. If multiple vendors qualify for the same number of preferences, the award shall be made to the lowest responsive and responsible bid among them. (Ord. 17-14)



MURRAY
CITY COUNCIL

Discussion Item #3



City Council

Open and Public Meeting Act Annual Training

Council Action Request

Committee of the Whole

Meeting Date: February 4, 2020

Department Director Janet M. Lopez Phone # 801-264-2622 Presenters G.L. Critchfield, City Attorney Required Time for Presentation 10 Minutes Is This Time Sensitive Yes Mayor's Approval Date January 24, 2020	Purpose of Proposal The purpose is to review the Open and Public Meeting Act requirements as it applies to municipal government. Action Requested Informational only. Attachments Open and Public Meeting Act criteria. Budget Impact None. Description of this Item This is an opportunity to review all aspects of the State of Utah Open and Public Meeting Act requirements as it applies to municipal government and elected officials. Much of the required criteria is fulfilled by Council staff and the City Recorder, however, elected officials have a responsibility to conduct business in an open and transparent manner and to abide by the spirit of the Open and Public Meeting Act.
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Open and Public Meetings Act

A Summary of Key Provisions for Legislators | May 2019

The Open and Public Meetings Act (OPMA) requires that members of a public body be “provided with annual training on the requirements of [the Open and Public Meetings Act]” (Section 52-4-104). This document is intended to facilitate compliance with that requirement and to help legislators understand OPMA. This summary is intended for a state legislative audience and does not attempt to explain or address requirements for other public bodies. Key terms are defined at the end of the document.

OPMA's stated goal is to ensure that the state, its agencies, and its political subdivisions deliberate and take action openly (Section [52-4-102](#)).

Public Notice

(Section [52-4-202](#))

A public body is required to provide public notice of a meeting at least 24 hours before the meeting. The public notice is required to:

- specify the date, time, and place of the meeting;
- include an agenda that specifies the topics the public body will consider;
- be posted on the Utah Public Notice Website and at the location of the meeting; and
- be provided to a newspaper or local media correspondent.

A public body may discuss an item raised by the public that is not listed on the agenda but may not take final action on the item at the meeting.

Minutes and Recordings

(Section [52-4-203](#))

- A public body is required to keep written minutes and a recording of all meetings unless the meeting is a site visit or traveling tour where no vote or action is taken.
- A recording of the open portions of the meeting must be posted on the Utah Public Notice Website within three business days after the public meeting.
- Draft minutes are required to be made available to the public within 30 days after the meeting.
- The approved minutes and any public materials distributed at the meeting must, within three business days after their approval, be:
 - posted on the Utah Public Notice Website; and
 - made available at the public body's office.

2019 Amendments to OPMA

- [2019 S.B. 27](#) authorizes a governmental nonprofit corporation to close a meeting to discuss trade secrets under certain circumstances.
- [2019 S.B. 72](#) provides clarification regarding the application of OPMA to and a quorum of a large public transit district.
- [2019 S.B. 165](#) amends the definition of “quorum” so that a quorum is not present when two elected members of a three-member public body meet if they take no action, regardless of whether the action relates to a subject over which the public body has advisory power.

Closed Meetings

(Sections [52-4-204](#) and [52-4-205](#))

A public body may hold a closed meeting only for certain purposes, including to discuss:

- a person's character, competence, or health;
- pending or imminent litigation;
- certain matters regarding acquisition or sale of real property, including water rights or shares;
- the deployment of security personnel, devices, or systems;
- an investigation of alleged criminal conduct;
- the receipt or review of an ethics complaint, if the public body is the Independent Legislative Ethics Commission;
- certain matters under the jurisdiction of a legislative ethics committee; and
- certain deliberations and decision making involved in the procurement process.

A public body may close a meeting only by a two-thirds vote with a quorum present, except that a majority vote is sufficient for closing a meeting of:

- the Health and Human Services Interim Committee to review a fatality review report;
- the Child Welfare Legislative Oversight Panel to review a fatality review report or review and discuss an individual case; or
- an ethics committee of the Legislature to receive legal advice or deliberate on a complaint.

No vote is required to close a meeting of the Independent Legislative Ethics Commission to review an ethics complaint if the publicly distributed agenda for the meeting states that the meeting will be closed.

A public body that closes a meeting is required to announce and record in the minutes the reasons for closing the meeting.

A public body may not close a meeting to discuss filling a midterm vacancy or temporary absence for an elected position, or to discuss a person whose name was submitted to fill a midterm vacancy or temporary absence for an elected position.

An ordinance, resolution, rule, regulation, contract, or appointment may not be approved during the closed portion of a meeting.

Emergency Meetings

(Section [52-4-202](#))

A public body may hold an emergency meeting and is not required to give 24-hour notice if unforeseen

circumstances arise that require the public body to consider matters of an emergency or urgent nature. However, a public body may not hold an emergency meeting unless it attempts to notify all members of the public body and a majority of its members approve the meeting.

Electronic Meetings

(Sections [52-4-207](#) and [JR7-1-407](#))

A public body may not convene or conduct a meeting by electronic communications unless it has adopted procedures to govern electronic meetings. The Legislature's rule governing electronic legislative meetings states that a committee member may remotely participate in a public meeting if:

- the member will be more than 50 miles away from the meeting location;
- at least three days before the meeting, the member requests permission of the chair to participate from a remote location; and
- the chair obtains permission from the speaker of the House of Representatives and president of the Senate to conduct an electronic meeting.

Penalties

(Sections [52-4-302](#) and [52-4-305](#))

Open Meetings - Any final action taken in a meeting that is in violation of certain open-meeting provisions of OPMA is voidable by a court.

Closed Meetings - It is a class B misdemeanor to knowingly or intentionally violate the closed meeting provisions of OPMA.

Definitions (Section [52-4-103](#))

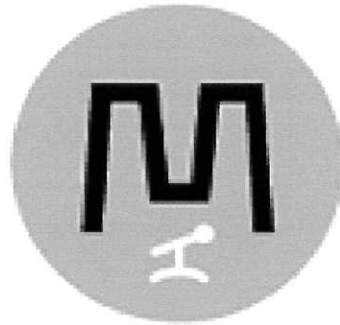
Meeting means a convening of a public body with a quorum present to discuss, receive public comment about, or act upon a matter over which the public body has jurisdiction or advisory power.

Meeting does not mean a chance or social gathering or a convening of a public body that has both legislative and executive responsibilities in certain circumstances.

Public Body means an administrative, advisory, executive, or legislative body of the state or its political subdivisions that:

- is created by the Utah constitution, state statute, rule, ordinance, or resolution;
- expends, disburses, or is supported in whole or in part by tax revenue; and
- is vested with the authority to make decisions regarding the public's business.

Public body does not include a political party, political group, or political caucus, or a conference committee, rules committee, or sifting committee of the Legislature.



MURRAY
CITY COUNCIL

Adjournment