

**MURRAY CITY MUNICIPAL COUNCIL  
COMMITTEE OF THE WHOLE**

Work Session Minutes of Tuesday, November 14, 2023  
Murray City Hall, 10 East 4800 South, Poplar Meeting Room, Murray, Utah 84107

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**Attendance:**

**Council Members:**

David Rodgers	District #1
Pam Cotter	District #2
Rosalba Dominguez	District #3 – Vice- Chair
Diane Turner	District #4
Garry Hrechkosy	District #5 – Chair

**Others:**

Brett Hales	Mayor	Jennifer Kennedy	City Council Executive Director
Doug Hill	Chief Administrative Officer	Pattie Johnson	Council Administration
Brenda Moore	Finance Director	Robert Wood	HBME, LLC - CPA
G.L. Critchfield	City Attorney	Tammy Kikuchi	Chief Communications Officer
Phil Markham	CED Director	Brooke Smith	City Recorder
Lori Edmunds	Parks & Recreation	Joey Mittelman	Fire Chief
Jeff Puls	Fire Department	Russ Kakala	Public Works Director
Craig Burnett	Police Chief	Kim Sorensen	Parks and Recreation Director
Emily Barton	Finance	Rob White	IT Director
Ella Olson	City Journals	Adam Hock	Citizen
Anthony Semone	NeighborWorks		

**Conducting:** Council Member Hrechkosy called the meeting to order at 3:15 pm.

**Approval of Minutes:** Committee of the Whole – October 3, 2023 and Committee of the Whole – October 17, 2023. Council Member Rodgers moved to approve, and Council Member Cotter seconded the motion. All in favor 5-0.

**Discussion Items:**

• **Independent audit for FY (Fiscal Year) 2022-2023**

CPA Robert Wood with HBME who conducted the FY 2022-2023 audit reviewed the Annual Comprehensive Financial Report. He confirmed that the State required audit was complete and in doing so, an opinion was noted in the Independent Auditors Report. It stated that all the accompanying financial statements present fairly, in all material respects for governmental activities, business type activities, each major fund and aggregate remaining fund information for non-major funds, balance sheets, income statements and cash flows for enterprise funds and internal services funds. Mr. Wood said everything presented within the report is fairly stated and there were no material exceptions known, which is considered an unmodified or clean opinion, which is the very best opinion he can give as an independent auditor.

Mr. Wood noted supplementary information, reviewed the Government-Wide Financial analysis table, and proprietary funds. The Power Fund took a financial loss due to increased energy prices and had to pay \$12.2 million more for purchasing power on the market. The Statement of Activities was

examined to review profits and losses. Mr. Wood said there was a \$17 million increase in governmental activities and a \$6.5 million decrease due to the significant cost of energy. He said all fund balances are strong because all operational costs and budgets are well monitored. He reviewed all governmental funds on the balance sheet and said the General Fund Unassigned Fund balance, which is required by the State to be between 5% and 35%, was at 25.9%. This is approximately \$15,724,000 and puts reserves below the maximum threshold, and well above the 5% requirement.

The Income Statement was reviewed. Mr. Wood pointed out that the UTOPIA payment was reduced from \$1.9 million to \$1.4 million; overall, every fund had a positive ending balance, except the Municipal Building Authority fund, due to final construction needs at City Hall.

He said eight journal entries were made. They were not significant weaknesses and were basically reclasses, normal accruals, and adjustments for new standards on leases and subscriptions. This did not change the overall opinion. Mr. Wood explained how various contracts were thoroughly examined related to software assets located throughout the City. He explained this year due to market performance all Utah Retirement System pension plans are in a net pension liability position, but they are still funded anywhere from 94% to 97%.

In the final report there were no weaknesses in compliance to government auditing standards or within all areas of internal controls; in all situations there were no findings. There was a brief discussion about who would be conducting the City's audit next year, as the contract with HBME would expire this year.

- **Police Department Report**

Murray Police Chief Craig Burnett gave an overview about the MPD (Murray Police Department). He reviewed staffing and shared the organizational chart. Calls for service were noted for over the last three years including 2023 which is on pace to equal close to 47,000 calls.

MPD is looking into a new on-line service called Case Service Reporting, which is implemented through Versaterm. Citizens would use the on-line program instead of calling 911 to report certain incidents that would not require a police officer visit. He shared a heat map focused on areas of unsheltered communities and noted homeless issue areas are similar to the high crime heat map. The Studio 6 hotel and Wheeler Farm were of significant concern. He said officers met with these business owners to help them implement safety measures; and Salt Lake County has recently instructed Wheeler Farm to deforest thick areas where homeless camps have been hidden away.

The Chief discussed changes to the Murray K9 Police Unit which has two new police dogs. Dogs are only used for drug searches and non-aggressive situations. The POP (Problem Oriented Policing) Unit is underway where officers sign up to focus on particular issues like street racing, drug related issues and to spend time in high crime areas. They hope to make a better impact on concerns that cannot be addressed with daily patrol. He said being in the new building was an improvement where they have more space, however outside storage is now located off-site.

Ms. Turner asked about mental health professionals riding with MPD officers. The Chief said MPD utilizes MCOT (Mobile Crisis Outreach Team) provided by Salt Lake County, so there would be no ride-a-longs for health professionals with MPD. He said access to MCOT was a good and fast reliable resource to get help when needed. MPD officers are not clinical social workers, but they do receive training mandated by the State to help them handle social issues, which is for unsheltered people

exclusively with mental health issues and training is mandated for autism. The Chief stressed that MPD exists to serve the Murray community and officers try their best every night to keep people safe.

- **A resolution adopting the regular meeting schedule for the Murray City Municipal Council for calendar year 2024.**

Council Executive Director Jennifer Kennedy presented the proposed regular meeting schedule for 2024. It was proposed that the November 5, 2024 meeting be changed to November 12, 2024 because the 2024 Election Day fell on November 5, 2024. There was consensus to make that change. Ms. Dominguez proposed that the September 6, 2024 meeting be changed to the September 10, 2024, due to Labor Day weekend. There was consensus to make that change. Ms. Cotter expressed concern about public perception by changing certain meeting dates. She felt it would confuse citizens by not being consistent with the usual first and third Tuesday of each month. The final vote would be made in the council meeting.

- **Policies and Procedures for the Murray City Council.**

Ms. Kennedy explained that there were two existing documents in the Council Office regarding policies and procedures: the Murray City Municipal Council Handbook, and the Rules of the Murray City Municipal Council. While researching both documents she found that there was quite a bit of information that was overlapping or duplicated. To provide more clarity she combined the two documents into one document called the Murray City Council Policies and Procedures Handbook. She felt this would make finding procedures easier and be helpful for training future council members on policy.

She reported that Ms. Cotter and Ms. Dominguez submitted feedback prior to the meeting and her hope was to review the new handbook. She discussed page-by-page the textual cleanup and explained grammatical redundancy and noted a Table of Contents was added to help locate topics easier. She said a two thirds majority, or a four out of five-council vote was needed to change anything in the handbook. Ms. Dominguez thought to be consistent with council voting practices, the vote should instead be a simple majority vote, or three out of five votes . There was consensus to make that change.

Ms. Kennedy reviewed pages in the document. She reiterated that as she compared the two existing handbooks, different wording occurred for the same policy or procedure, all edits were basic clean up adjustments and updates were current policy. Ms. Turner requested redline versions to help understand how the two documents were combined.

Topics under Governance related to Resolutions, Council Initiatives, and Advice and Consent received input from Ms. Dominguez. Ms. Kennedy confirmed that City Code language could not be changed; council members must follow the council meeting agenda submission process with support from two other council members; and language could be added regarding research to say that a council member may ask council staff to conduct research for them. There was consensus to make that change.

Ms. Kennedy discussed that a new page called Communicating With The Media was added. She noted that when a council member speaks with the press, the council chair should be notified.

Two new items are now included on the Meetings page, which are Attendance Requirements for City Council Members; and Absences. Ms. Kennedy explained these policies have been in City Code for years, but they are now included in the new Policy and Procedures Handbook for better clarification.

Due to a time constraint, the discussion would continue at the next Committee of the Whole meeting.

**Adjournment:** 5:55 p.m.

**Pattie Johnson**  
**Council Office Administrator III**