

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

Work Session Minutes of Tuesday, February 6, 2024

Murray City Hall, 10 East 4800 South, Poplar Meeting Room, Murray, Utah 84107

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**Attendance:**

Council Members:

Paul Pickett	District #1
Pam Cotter	District #2 – Council Chair
Rosalba Dominguez	District #3 – Arrived at 4:49 pm
Diane Turner	District #4
Adam Hock	District #5 – Council Vice-Chair

Others:

Brett Hales	Mayor	Jennifer Kennedy	City Council Executive Director
Doug Hill	CAO (Chief Administrative Officer)	Pattie Johnson	Council Administration
G.L. Critchfield	City Attorney	Jeff Puls	Fire Marshal
Phil Markham	CED Director	Brooke Smith	City Recorder
Elvon Farrell	CED Specialist	Joey Mittelman	Fire Chief
Lynn Potter	Streets Superintendent	Russ Kakala	Public Works Director
Laura Brown	Purchasing Agent	Kim Sorensen	Parks and Recreation Director
Jaren Scott	Trans-Jordan Landfill	Jill Fletcher	Trans-Jordan Landfill
Matt Gibbons	Murray Chamber of Commerce	Citizens	
Isaac Zenger	IT		

**Conducting:** Council Member Cotter called the meeting to order at 4:45 pm.

**Approval of Minutes:** Committee of the Whole – January 2, 2024.

Mr. Pickett moved to approve, and Ms. Turner seconded the motion.  
All in favor 4-0.

**Discussion Items:**

• **Murray Area Chamber of Commerce Report.**

Board Member and Chair Kathy White introduced the 2024 board members and explained the structure of the Chamber. She explained the Chamber has one paid employee, President and CEO Matt Gibbons. Ms. White highlighted the accomplishments of 2023 and went over the goals for 2024. She said Murray business owners have requested that the Mayor and City officials attend more grand opening ceremonies and ribbon cuttings, and that Murray Chamber events be held in Murray.

Mr. Pickett asked for the total number of Murray Chamber memberships and how many are located in Murray. Mr. Gibbons replied the Chamber has between 90 and 110 members and less than 10% are businesses located outside of Murray.

Ms. Dominguez said Murray business owners have conveyed to her that the Murray Chamber does not cater to Murray businesses. Ms. White said the ambassador team and Murray's Economic Development Specialist, Elvon Farrell, are actively visiting Murray businesses. Mr. Gibbons said the

Chamber is not recruiting memberships outside the City, but they would not turn any business away that wanted to join.

- **Trans-Jordan Landfill Overview and Report.**

Streets Superintendent Lynn Potter introduced Trans-Jordan Landfill Executive Director Jaren Scott to give the report. Mr. Scott gave a history about the landfill and explained how Murray's partnership began in 1968. He noted that Murray is unique among seven owner cities because only Murray purchases the five megawatts of power generated there. Educational and detailed operational information was shared about the landfill. He noted that Trans-Jordan tipping rates at \$24 per ton are the lowest in the nation. In the future, solid waste would be received at a new landfill called Bayview located in Utah County. Recently a gas collection system was installed that will convert landfill gas to renewable natural gas. He said Trans-Jordan has about 8 ½ years remaining before it reaches capacity and has 4.7 million tons of landfill space available that will be maintained for 30+ years after Trans-Jordan closes in 2032.

Mr. Scott discussed the construction site plan, an ariel map and renderings of the new Sandy Transfer Station opening in early spring of 2025 that includes a new HHW facility. Statistics for incoming tonnage, commercial, residential and transfer loads were provided. The cost increase to the City was noted at \$10 more per ton, but a savings would occur from collection fees, fewer trucks and less personal traveling to Trans- Jordan. A new South Jordan transfer station will open Once Trans-Jordan closes. He said the green waste program slated to close in November of 2023 was stopped in September 2023 due to a catastrophic fire and there is no viable alternative option except to place it in the landfill. This will create more methane with less carbon footprint benefiting the Gas to Energy Program they operate. The 2022 Zipline partnership with Intermountain Health Care is still in operation and Trans-Jordan continues its education outreach program that involves tours of the landfill and presentations to school students about the landfill.

- **Reports from Interlocal Boards and Committees**

- **NeighborWorks of Salt Lake** – Economic Development Specialist Elvon Farrell said the NW (NeighborWorks) partnership began with Murray in 2010 when offices were opened in the Townsend House and the Murray Advisory Board was formed. He shared primary goals which are to increase homeownership opportunities for low to moderate income households and improve the housing quality for homeowners. Program funding for low-income housing needs comes from the Redevelopment Agency and programs include funding, real estate development and community service events. The Murray City Employee Down Payment Assistance Program was created in 2023 and funding was increased to \$600,000 last year for NW down payment assistance and home improvement grants. They are currently developing a 12-unit single-family subdivision at Tripp Lane in Murray.
- **JRC (Jordan River Commission)** – Parks and Recreation Director Kim Sorensen gave a history about the JRC that began in 2010 involving 15 cities, and other state and county entities. Murray's annual membership is \$3,500 based on population and milage along the river. Current issues are related the homeless camps along the river, safety, water quality, water quantity and invasive weeds. Funding for many years continues to be successful to improve the Jordan River Trail where recreation and events are held along the river like the Get to the River celebration held annually in September.
- **AMC (Association of Municipal Councils)** – Ms. Turner said AMC had been on hiatus, but meetings

would pick up again at Murray City Hall next week. She reported that AMC meetings are held the second Tuesday of each month from noon to 1:30 p.m. which consists of 18 city council representatives and five Metro Townships. Speakers are provided by Salt Lake County, and council members are able to interact with one another. Ms. Turner said as the 2024 AMC Chair her focus will be to get more involvement. In February AMC will hear from the Salt Lake County sheriff.

- **LPC (Legislative Policy Committee)** – Ms. Cotter said so far housing was the main subject during the 2024 Legislative Session. She explained how videos of recent LPC discussions are available to watch through the ULCT (Utah League of Cities and Towns) website. She noted Senate Bill 161 – Energy Security Amendments, where the LPC and the ULCT recommendation is to oppose the bill related to the decommissioning of the coal units at the Intermountain Power Project.
- **Discussion on an ordinance amending Section 3.10.410 of the Murray City Municipal Code relating to the procurement code and prior approval of contract modifications.**

City Recorder Brooke Smith said her reasoning to change City Code was meant to help prevent delays and duplications that occur when change orders are being approved and processed. She discussed various types of change orders, provided the current Code and gave examples of the existing impact. Currently if a change order is in excess of the lesser of 5% or \$10,000 under a construction agreement, the order is required to go through a second set of reviews by the purchasing agent, the finance director and related department directors totaling six individuals. Ms. Smith suggested a new threshold of a 5% minimum and over \$10,000 of the original agreement; and the removal of the purchasing agent and finance director from the second review process. She said the initial approval process would remain the same, conditions to approve the change order remains the same, but for the second review only responsible department directors would be involved.

Mr. Pickett asked if department head directors would be as tentative to the numbers as the purchasing agent and the finance director. His concerns were related to having contractors deliberately under bid with the purpose to create small change orders to reach a higher bid. Ms. Smith agreed the possibility was there, but she had not encountered it within the City. Mayor Hales was confident the six individuals would vet change orders thoroughly. Mr. Pickett was comfortable knowing there was a transparent process. Ms. Smith agreed a lot of research goes into the justification process when change orders are signed.

- **Discussion on a resolution approving an Interlocal Cooperation Agreement between Murray City and Salt Lake County relating to the Salt Lake CDBG (Community Development Block Grant) Urban County Program.**

CAO Doug Hill said local cities receive CDBG funds from the federal government annually, which are intended to help pay for low to moderate income developments and projects. He explained funding is used for things like infrastructure, public facilities, food banks, vehicles, low-income programs, programming costs and in Title-1 areas. A city under a population of 50,000 must receive funding through a county urban program and cities over 50,000 in population receive money directly as an entitled city. Entitled cities may spend CDBG funds as city leaders decide. He explained that even though Murray's population now exceeds 50,000, last year the Council approved an Interlocal Agreement with Salt Lake County to oversee spending for a three-year-term covering 2024, 2025 and 2026. Following the three-year period Murray may change to an entitled city status, receive CDBG funds independently and allocate the money to a project the City has chosen. The County also allows cities to allocate a portion of CDBG funding toward hard costs of a project beginning the second year of the contract. This means next fall Murray may seek funding between \$140,000 and \$150,000 to be

directly used for budgeting a City project where spending would be overseen by the Community and Economic Development department. For now Mr. Hill asked that the Council approve the proposed Interlocal agreement with Salt Lake County for fiscal year 2024.

- **Discussion on the Murray City Council Policies and Procedures.**

City Council Executive Director Jennifer Kennedy said the new Murray City Council Policies and Procedures manual was created only to combine two existing documents, which were the Council Rules and the Council Handbook. She clarified the new manual was not a rewrite and that much information within the two original sources were duplicated and overlapping.

She discussed textual language and pages that should be added to the new manual. Suggestions include adding text under the Municipal Elections section, specifying that council staff will remain neutral during campaign seasons; adding a page related to rules for communicating with the media; and under the Risk Assessment section, adding language about State auditors training for council members.

Mr. Hock said there were policies the Council needed to review, but he suggested approving the new manual first which already contained approved policies and procedures. He thought specific edits and reviews could be followed up later. Ms. Kennedy agreed her main goal was to combine the two sources already approved, into one document. There was consensus that the new Murray City Council Policies and Procedures manual should be approved, and Council Members would review and identify necessary changes and updates as needed.

**Adjournment:** 6:21 p.m.

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