



MURRAY
CITY COUNCIL

Committee of the Whole Meeting March 19, 2024



Murray City Municipal Council Committee of the Whole Meeting Notice March 19, 2024

PUBLIC NOTICE IS HEREBY GIVEN that the Murray City Municipal Council will hold a Committee of the Whole meeting beginning at 4:45 p.m. on Tuesday, March 19, 2024 in the Poplar Meeting Room #151 located at Murray City Hall, 10 East 4800 South, Murray, Utah.

The public may view the Committee of the Whole Meeting via the live stream at www.murraycitylive.com or <https://www.facebook.com/Murraycityutah/>.

Meeting Agenda

4:45 p.m. **Committee of the Whole** – Poplar Meeting Room #151
Pam Cotter conducting.

Approval of Minutes

Committee of the Whole – February 20, 2024

Discussion Items

1. Information Technology Report. Robert White presenting. (30 minutes)
2. Discussion on an ordinance amending the city's Fiscal Year 2023-2024 Budget. Emily Barton presenting. (10 minutes)

Adjournment

NOTICE

Supporting materials are available for inspection on the Murray City website at www.murray.utah.gov.

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 Poplar Meeting Room will be able to hear all discussions.

On Friday, March 15, 2024, at 9:00 a.m., a copy of the foregoing notice was posted in conspicuous view in the front foyer of the Murray City Hall, 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>.

Jennifer Kennedy
Council Executive Director
Murray City Municipal Council



MURRAY
CITY COUNCIL

Committee of the Whole Minutes

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

Work Session Minutes of Tuesday, February 20, 2024
Murray City Hall, 10 East 4800 South, Poplar Meeting Room, Murray, Utah 84107

Attendance:

Council Members:

Paul Pickett	District #1
Pam Cotter	District #2 – Council Chair
Diane Turner	District #4
Adam Hock	District #5 – Council Vice-Chair

Excused: Rosalba Dominguez District #3

Others Present:

Brett Hales	Mayor	Jennifer Kennedy	City Council Executive Director
Doug Hill	Chief Administrative Officer	Pattie Johnson	Council Administration
G.L. Critchfield	City Attorney	Brenda Moore	Finance Director
Phil Markham	CED Director	Crystal Brown	Council Administration
Nick Haskin	Fire Department	Brooke Smith	City Recorder
Jeff Puls	Fire Department	Joey Mittelman	Fire Chief
Travis Bodtcher	Fire Department	Russ Kakala	Public Works Director
Craig Burnett	Police Chief	Steve Roberson	Fire Department
Ella Joy Olsen	Murray Journal	Matt Boulden	Fire Department
Isaac Zenger	IT	David Carr	Citizen

Conducting: Council Member Cotter called the meeting to order at 4:00 p.m.

Approval of Minutes: Committee of the Whole – January 16, 2024.

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

Discussion Items:

- **Fire Department Report.**

Fire Chief Joey Mittelman shared a timeline spanning from 1906 to 2012 to explain how a Civic Fraternal Order volunteer fire department was transformed into the existing MFD (Murray Fire Department). He discussed all assigned responsibilities of the firefighters, noted fire station locations in the City and described various fire suppression systems. Call volume totals showed a consistent rise in calls from 2001 to 2023. Chief Mittelman introduced the fire prevention personnel, explained their roles and responsibilities and reviewed a performance evaluation grade sheet, stating that all MFD performance was great, with the exception of keeping up on fire alarm inspections for businesses. For this reason the Self-Inspection program was implemented, and the Life Safety Inspection Vault database was purchased for tracking the status of fire alarms in the City. For future planning he suggested an additional fire fighter position.

The Chief discussed staffing, training requirements, equipment maintenance and the Certified Quality Inspector program pertaining to EMS and outlined duties of the paramedic team. The 2018 and 2023

heat maps were compared to show that call volume had expanded to a greater part of the City. He noted that MFD responds to outside cities about 1,000 times per year and Murray paramedics handle 7,000 calls per year. Transportation totals were viewed for both fire and EMS related incidents. Regarding the City's growth with the construction of new residential developments, including homes and taller apartments, the Chief anticipated an increase of 100 calls per year. As a result, he asked the Council to be mindful of growth and the associated costs related to MFD staffing needs. He suggested restructuring of fees for fire prevention, certification classes, State billing rates, impact fees and wildland deployments, as methods to generate more income.

- **OPMA (Open and Public Meetings Act) and Anti-Harassment Training.**

City Attorney G.L. Critchfield gave the OPMA training required by State Law. He said because the State Legislature's Declaration of Public Policy declares that agencies and political subdivisions of the State exist to conduct the people's business, council meetings are open for public observation. Public comments are allowed, but only when the public is invited to speak. He explained that during a public meeting the Council deliberates and takes action by voting in an open meeting. He reviewed how meetings should be conducted and discussed procedural guidelines for public meetings.

Mr. Critchfield conducted the harassment training that included a review of the City's Anti-Harassment Policy, Article Nine of the Murray City Municipal Council Policies and Procedures and the Federal Government's Equal Employment Opportunity Commission, where harassment is defined as illegal. He explained that harassment did not have to be sexual in nature and is any behavior that is considered unwelcomed conduct. He defined inappropriate conduct and harassment, noted laws that apply to harassment and explained the steps for reporting discrimination, harassment and inappropriate conduct. A review of confidential investigations, corrective action, and the no retaliation policy occurred.

- **Legislative Update.**

Ms. Cotter reported about Guiding our Growth (<https://guidingourgrowth.utah.gov/>) which was a Statewide conversation and completed survey regarding Utah's future and statewide growth. The information and survey results involved facts about Utah growth, strategic investments and policy considerations supported by Utahns. Ms. Cotter learned more about modular homes and discussed how the current definition of a starter home is not what it used to be. She discussed the Utah First Homes initiative proposed by Governor Cox which is a proposed solution to accelerate the number of starter home developments in all areas of the State by 2028. It also proposes funding to support budgetary housing efforts that will impact housing supply and costs in Utah. Ms. Cotter would provide further updates on the 2024 Legislative Session at the next Committee of the Whole, as several other bills monitored by the Utah League of Cities and Towns are still in progress.

Adjournment: 5:04 p.m.

Pattie Johnson
Council Office Administrator III



Discussion Items



Discussion Item #1



MURRAY

Murray City Council

Information Technology Report

Council Action Request

Committee of the Whole

Meeting Date: March 19, 2024

Department Director Jennifer Kennedy Phone # 801-264-2622 Presenters Robert White Required Time for Presentation 30 Minutes Is This Time Sensitive No Mayor's Approval Date March 4, 2024	Purpose of Proposal Monthly Department Report Action Requested Information only. Attachments Budget Impact None Description of this Item The Information Technology Department will provide an update on their department.
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MURRAY
CITY COUNCIL

Discussion Item #2




MURRAY

**Department/Agency
Finance & Administration
FY2023-2024 Budget Amendment**

Council Action Request

Committee of the Whole

Meeting Date: March 19, 2024

Department Director Brenda Moore Phone # 801-264-2513 Presenters Emily Barton	Purpose of Proposal Amend the FY 2023-2024 budget Action Requested Discussion Attachments Proposed Ordinance Budget Impact Amendment Description of this Item A request has been made to amend the FY2023-2024 budget for the following items: General Fund: 1. \$23,451 for election services. When the budget was set the county clerk had underestimated the cost of the municipal election. The original budget was \$40,000, actual cost was \$63,451 and 8.7% increase over cost for the election in 2021 of \$57,888, which is in line with inflation. 2. \$42,000 for the parks and recreation department for activities and entertainment for the Murray Park Centennial celebration.
Required Time for Presentation 10 Minutes Is This Time Sensitive No Mayor's Approval  Date March 4, 2024	

Continued from Page 1:

3. \$13,000 for the Utility Billing Department to add a Spanish language option to the automated phone system (IVR). The IVR system currently resolves 57% of incoming calls and believe offering a Spanish option will increase the percentage.

4. \$150,000 to convert the MCCD zoning code into a Form Based Zoning code.

The total of the above is \$228,451. The expense increase will be offset by a \$128,451 increase in the interest revenue budget and \$100,000 increase in the sales tax revenue budget.

5. \$37,000 retirement payout for the HIDTA State Financial Coordinator, this will be offset by an increase in the Metro DEA reimbursement revenue.

Murray City Corporation

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that on the 2nd day of April 2024, at the hour of 6:30 p.m. of said day in the Council Chambers of Murray City Center, 10 East 4800 South, Murray, Utah, the Murray City Municipal Council will hold and conduct a hearing to receive public comment concerning amending the City's fiscal year 2023–2024 budget. A copy of the proposed budget amendments may be reviewed by interested persons by contacting the Murray City Department of Finance and Administration, Room 155, Murray City Hall, Murray, Utah, (801) 264-2662 during normal business hours beginning January 29, 2024.

DATED this 5th day of March 2024.



MURRAY CITY CORPORATION

A handwritten signature in blue ink, appearing to read "B. Smith", written over a horizontal line.

Brooke Smith
City Recorder

DATE OF PUBLICATION: March 25, 2024
PH24-09

1. Utah Public Notice Website.
2. City's Website.
3. At City Hall (public location reasonably likely to be seen by residents).

ORDINANCE NO.

AN ORDINANCE AMENDING THE CITY'S FISCAL YEAR 2023-2024 BUDGET

On August 22, 2023, the Murray City Municipal Council adopted the City's budget for Fiscal Year 2023-2024. It has been proposed that the Fiscal Year 2023-2024 budget be amended as follows:

1. In the General Fund receive \$128,450 interest revenue and \$100,000 sales tax revenue and appropriate the following items:
 - a. Increase the budget \$23,451 for election services in the Records division, and;
 - b. Increase the budget \$42,000 for the Murray Park Centennial celebration in the Parks and Recreation department, and;
 - c. Increase the budget \$13,000 for a Spanish automated phone system option in the Utility billing division, and;
 - d. Increase the budget \$150,000 for professional services related to writing a form-based code in the Planning and Licensing Division.
2. In the General Fund receive \$37,000 Metro DEA reimbursement revenue and appropriate to police grant salaries and benefits.

Section 10-6-128 of the Utah Code states that the budget for the City may be amended by the Murray City Municipal Council following a duly noticed public hearing. Pursuant to proper notice, the Murray City Municipal Council held a public hearing on April 2, 2024, to consider proposed amendments to the Fiscal Year 2023-2024 budget. After considering public comment, the Murray City Municipal Council wants to amend the Fiscal Year 2023-2024 budget.

Section 1. Enactment. The City's Fiscal Year 2023-2024 budget shall be amended as follows:

1. In the General Fund receive \$128,450 interest revenue and \$100,000 sales tax revenue and appropriate the following items:
 - a. Increase the budget \$23,451 for election services in the Records division, and;
 - b. Increase the budget \$42,000 for the Murray Park Centennial celebration in the Parks and Recreation department, and;

- c. Increase the budget \$13,000 for a Spanish automated phone system option in the Utility billing division, and;
 - d. Increase the budget \$150,000 for professional services related to writing a form-based code in the Planning and Licensing Division.
2. In the General Fund receive \$37,000 Metro DEA reimbursement revenue and appropriate to police grant salaries and benefits.

Section 2. Effective Date. This Ordinance shall take effect on first publication.

PASSED, APPROVED AND ADOPTED by the Murray City Municipal Council on this ____ day of _____, 2024.

MURRAY CITY MUNICIPAL COUNCIL

Pam Cotter, Chair

ATTEST:

Brooke Smith, City Recorder

MAYOR'S ACTION: Approved

DATED this ____ day of _____, 2024.

Brett Hales, Mayor

ATTEST:

Brooke Smith, City Recorder

CERTIFICATE OF PUBLICATION

I hereby certify that this Ordinance or a summary hereof was published according to law on the ____ day of _____, 2024.

Brooke Smith, City Recorder



MURRAY
CITY COUNCIL

Adjournment