

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

Work Session Minutes of Tuesday, March 19, 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
Diane Turner	District #4
Adam Hock	District #5 – Council Vice-Chair

Others:

Brett Hales	Mayor	Jennifer Kennedy	City Council Executive Director
G.L. Critchfield	City Attorney	Pattie Johnson	Council Administration
Emily Barton	Finance	Doug Hill	Chief Administrative Officer
Joey Mittelman	Fire Chief	Brooke Smith	City Recorder
Emily Barton	Finance Controller	Ryan Madsen	IT
Gordon Cook	IT	Rob White	IT Director
Ben Gray	IT	Russ Kakala	Public Works Director
Zac Smallwood	CED Planning Manager	Phil Markham	CED Director
Craig Burnett	Police Chief	Anthony Semone	NeighborWorks
Citizens			

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

**Approval of Minutes:** Committee of the Whole – February 20, 2024

Mr. Hock moved to approve, and Ms. Turner seconded the motion. All in favor 5-0.

**Discussion Items:**

- **IT (Information Technology) Report.**

IT Director Rob White provided an overview of the functions and operations of three divisions within his department, Geographic Information Systems, IT and Programing. He introduced staff members and discussed their responsibilities and duties. He shared various maps accessible to City staff utilized by Murray facilities and noted maps and online tools available to the community. A review occurred of all programs, software, servers, cloud applications, web hostings, virtual server clusters, wireless connectivity, security, Tyler Technologies and other computer systems. Mr. White discussed the breach of 2022 to ensure that costly adjustments were made to heighten and enhance IT security where the persistent threat of cyberattacks would be ongoing for states, cities, organizations, and companies.

- **Ordinance amending the city's FY (Fiscal Year) 2023-2024 Budget.**

Finance Controller Emily Barton reviewed the financial requests to amend the FY 2023-2024 budget for the GF (General Fund). Items noted were \$23,541 for Election Services; \$42,000 for Parks and Recreation to help host activities for the June 2024 Centennial Celebration; \$13,000 to add the Spanish language option to the automated Utility Billing phone service; and an increase of \$150,000 to convert the MCCD (Murray

City Center District) zoning code into a FBC (Form-Based Code).

Ms. Turner thought the cost for FBC was too expensive. She expressed concern that findings from a new consultant would tell them what they already knew about developing Block One, which was information gathered from a previous citizen survey. Mr. Smallwood said FBC would be applied to the entire MCCD zone including the downtown area. The proposal is to rewrite the entire MCCD Code from scratch and create a new ordinance. He explained how FBC requires a consultant to conduct upfront analysis, do site visits, thoroughly analyze the MCCD area, the existing General Plan, City Code and study the MCCD Strategic Area Plan. Professionals would compile the information to tailor the new FBC to regulate all MCCD development. Ms. Barton confirmed interest and sales tax revenue from the GF would provide the funding.

Mr. Pickett asked how the FBC cost of \$150,000 was determined and would the RFP (Request for Proposal) process be utilized for hiring a consultant. Mr. Smallwood said yes, the amount transpired after interviewing six FBC consultants for an area of this scale. Mr. Pickett asked how long before a consultant is hired, and the work begins if the funding was approved. Mr. Smallwood said everything would be underway by the end of April. Mr. Pickett asked if contract-hiring for six to nine months would be less expensive. Mr. Smallwood said hiring a contractor might seem less in the beginning, but it would end up being the same amount.

Ms. Cotter asked if the \$150,000 request could be part of next year's budget. Mr. Smallwood said the process moves quickly and the RFP was already drafted, so the hope was to increase this year's fiscal budget.

Ms. Dominguez asked if the Council would have access to the bid information. It was clarified that applicant names would be public information, but the bid totals would not.

Mr. Hock asked about the timeframe for having FBC written and if having more expertise was the reason City staff could not achieve it in-house. Mr. Smallwood anticipated six to nine months. He said although he can write small text changes in City Code, the workload for this would be difficult because FBC takes into consideration architectural style, massing of buildings and a layout for roadways and bicycle lanes, which they could not do at this point.

Ms. Turner questioned if FBC was the only option and felt she needed more information. Mr. Smallwood said FBC would provide the outcomes that the community and the Council wanted to see for the downtown area. CED Director Phil Markham encouraged Council Members to meet with Mr. Smallwood and him individually over the next two weeks to have further questions answered.

Ms. Barton concluded her report by stating that the last budget item request was \$137,000 to cover a retirement payout for the High Intensity Drug Trafficking State financial coordinator. This would be offset by an increase in Metro Drug Enforcement Administration reimbursement revenue.

**Adjournment:** 5:32 p.m.

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