



MURRAY CITY MUNICIPAL COUNCIL WORKSHOP

The Murray City Municipal Council met for a Workshop on Monday, September 19, 2016, at the Holiday Inn Express and Suites, 5429 South Commerce Drive, Murray, Utah.

Council Members in Attendance:

Blair Camp, Chair	Council Member, District #2
Diane Turner, Vice-Chair	Council Member, District #4
Dave Nicponski	Council Member, District #1
Jim Brass	Council Member, District #3
Brett Hales	Council Member, District #5

Others in Attendance:

Ted Eyre	Mayor	Janet Towers	Chief Administrative Officer
Janet M. Lopez	Council Administrator	Tim Tingey	ADS Director
Justin Zollinger	Finance Director	Frank Nakamura	Attorney
Mike Terry	HR Director	Jon Harris	Deputy Fire Chief
Pattie Johnson	Council Office		

Chairman Camp called the Council Workshop to order and welcomed those in attendance. All council members were present.

Emergency Operations related to the City Council - Jon Harris

Mr. Camp explained that following the last citywide emergency drill it became apparent that it would be important for the council members to understand their role and the Fire Department's expectations related to the council.

Chief Harris provided an overview of city council's function which includes mitigation and recovery. Mitigation involves preparations in advance of a disaster and recovery is how to get the city back to an operational position. The response is what the Fire Department is trained to take care of.

The Emergency Operations Center (EOC) is located in Station #83 at 484 West 5900 South.

Mitigation strategies are intended to reduce the impact of a disaster. The new city hall that is in the planning stages is a good example of working to have a structure that is more resilient. The Power Department gas turbines have been worked on to become earthquake resilient.

We may also need to be cognizant of flooding. The city has reduced the harmful effects of flooding by dredging creek beds, removing debris and building berms to handle higher water. It's important to be open to techniques that can help the city prevent disasters.

Recovery is extremely important for city businesses, because 80% of those that are forced to close their doors may not reopen. It is up to the city help these businesses become functioning as quickly as possible. That might involve providing electricity or removing debris from roads for access.

To get the city operational, a Continuity of Operations (COOP) Plan has been developed for each department. If City Hall goes down the COOP plan for the city council is to meet at the county offices. One of the biggest concerns is having a functioning internet. We may need satellite or microwave in the new City Hall. We will need to be able to run payroll and bill utilities.

Safety is the first determination and then a damage assessment to know how to react and what resources are needed. Our goal is to have a preliminary assessment within two hours. We do control much of our destiny with our own fire and police.

Our city is divided into three zones based on the three fire stations. There is a preliminary route with main hazards for each team to drive through initially. A chart is used to note the assessments on damage. This information is sent to outside EOCs for resource assistance. Fire and police will work together on this.

There is a 40 page guide for the council, however Chief Harris created a one page guide. The council is not expected to respond and go into a hazard area. He suggests that council members should go out into their districts to determine the needs of the constituents. For example, one might find that people are gathered in a particular area without power and water. Council members can contact the EOC and let them know. Another example might be a blocked road or business that needs to open.

A policy group consisting of the council should be formed to handle urgent needs during the aftermath of an emergency. Plans of action and policy changes may need to be made, as well as, operational adjustments for normal city procedures. Adjustments to hiring processes, payroll and utility billing may require emergency measures.

Public meetings for critical decisions and priorities would be held, although, the normal avenues for public notice may not exist. Legal provisions have been made to hold such meetings during emergencies.

Public information is often a concern, due to incorrect reports on social media and the policy group may be required to handle this aspect of reporting to the residents.

The *Federal Emergency Management Agency* (FEMA) provides on-line classes for awareness and preparedness and a two-hour class designed specifically for city officials was suggested. Mr. Camp noted, broad concerns would be the role of the council, not to interfere with EOC operations already in place. The council agreed favorably to the class, ongoing drills and FEMA training. Understanding the ramifications for all types of hazardous situations, including smaller scale emergencies like lengthy power outages, would be taught as well. The next council drill would include a tabletop meeting for policy review, administrative operations and forming the policy group.

The program *Safe Neighborhoods*, instructs residents to utilize local elementary schools as close, convenient centers for a first line of information, help and instruction, assuming they are seismically safe. A plan to provide detailed training would equip citizens quickly in emergency procedures. After brief training, volunteers would return to neighborhoods with kits and maps for surveying and assisting with information then passed on to the EOC for documentation.

The program would also include collecting the injured by bus from elementary schools to take them to hospitals. The high schools would become homeless shelters. The idea is not to interfere with other organized plans held by businesses and churches but add to teamwork. Every school district in the county, as well as, Murray City, has already signed an agreement to be part of the *Safe Neighborhood* program, utilizing grant money to purchase emergency kits.

Considering 50,000 residents in Murray, with 18 firefighters on a given shift, the pool of emergency staff could be low during a large scale episode. Emergency responders who live outside of Murray may not be able to get in to Murray after an incidence, either due to road damage or because they are addressing their own family's needs. The fire department under normal day to day operations, with only three ambulances, is already stretched to the limit. During a catastrophic situation residents should know the ambulance is not coming immediately to assist and could take up to 72 hours or longer. Residents should be prepared to care for themselves and their neighbors as best as they can by becoming familiar with neighbors personal health situations and sharing skills with mechanics, nurses, doctors, carpenters, welders to provide teamwork for self-rescue and recovery.

Keeping informed is key by learning personal emergency procedures, for instance, when and when not to turn gas off. Misinformation is common and the hope is that all residents would seek training, learn personal home safety and conduct drills. Emergency plans and drills for businesses, condominiums and apartments should also be common.

Overall, Murray is doing fantastic in preparedness. The water department is well ahead with generators for pumping water and sewer pressure. Various emergency drills throughout the city are well attended.

Mayors Compensation - Mike Terry

The mayor and council members' salaries were last set in Murray City Code on January 1, 2000 when council members were earning \$969 per month, \$11,600 per year, and the mayor was earning \$6,300 per month, \$76,000 per year. Increases only occur when the city employees receive cost of living adjustments (COLA).

Mr. Terry provided a comparison of council and mayors' salaries with those of other cities in the state showing Mayor Eyre ranked in the middle, earning \$93,600 per year. Comparing Murray to other cities can be difficult where some retain not only a mayor, but a deputy mayor, a chief operating officer along with staff members and a communication person.

Mr. Terry's personal opinion is that government is unlike corporations where CEO's earn more than all of the department heads. A mayor doesn't possess the experience and expertise of department heads, even though he is their boss and the ultimate voice.

An option to increase the mayor's salary during the next fiscal year's budget in July 2017 was addressed. Mr. Zollinger suggested with a recent retirement in the mayor's office, an opportunity was available to increase the mayor's salary within the current approved budget. An amount was earlier suggested at

\$110,000 based on city size and due to the mayor having oversight of the power department. Amounts of \$120,000 and \$103,000 per year were also proposed by council members. It was a consensus to increase the salary immediately. The attorney's office would prepare an amendment to the ordinance for an increase of the mayor's compensation with the precise range of increase to be decided after discussions in a public meeting.

Salaries of the council would not increase, however, a request was made to update the ordinance so that it reflected the current amount. The change could be made without council action by the attorney's office.

Code Updates - Frank Nakamura

Murray Code in its entirety, needs to be updated primarily due to old technology. Mr. Nakamura requested patience in getting the project completed due to limited resources; with 17 titles in Murray Code, the first two titles have been completed. The updating process could be done without council action, however, if something were deemed substantive, he would notify the council. State law requires city codes to be in modern compliance.

Related to land use, procurement is top priority and the department would be working feverishly due to the current city planning agenda. Finance and internal policies would also take top precedence. The city has good internal financial policies and they should be codified and incorporated into the code. It was noted that city planning would not be placed on hold due to the update process, however, it could create some general delays. Council would be reviewing code documents as they are ready.

Mr. Camp extended gratitude for knowing about the project and it would allow the council to provide input, as well, for needed changes in their final review.

Utah Clean Cities/Environmental Policy - Council Member Diane Turner

Murray has been invited to support and become a member of the Utah Clean Cities Organization. The non-profit agency receives funding through grants and membership. The cost for a Bronze Membership is \$300 and Ms. Turner believes the organization is a very good cause and considers it beneficial for the Murray community. Tammy Cooper, Murray's liaison to the organization, met with the Murray City School superintendent and provided information, curriculum, and flyers. Dr. Hirase was in full support.

Mr. Nicponski asked about required standards and guidelines of the organization. Ms. Turner would like to see Murray become a member and explained it was a valuable educational program utilized by many other cities and counties, related to idling issues and the impact on clean air. Mr. Camp asked why the city would not want to support the organization. Mayor Eyre agreed it would be a great benefit.

Mr. Brass confirmed his support and noted the inversion was becoming more than just a winter time concern. When it comes to government control and showing support, he believed by doing even a little bit of improvement, results would provide great benefits to certain areas, especially for children in school parking lots, and those with asthma. He would like to see it come to the Committee of the Whole for further discussion.

Ms. Turner requested an ordinance be created related to education and idling vehicles. The document would be similar to other health and safety ordinances, such as, smoking, seatbelts, and littering, for the betterment of the community. The ordinance would work primarily as a public relations educational

tool, allowing three warnings prior to a citation in hopes of improved awareness. The ordinance would affect all public roads and property and signs depicting certain idle free zones would be displayed. Ms. Turner stressed the importance of providing policy that would ensure cleaner air for the future of Murray's children and grandchildren, as well as, support environmental issues.

Mayor Eyre asked about the new ordinance to Chapter 10.18 of Murray Code and if it applied to all drivers within the city on public property allowing up to two minutes of idling. Mr. Nakamura stated that was correct.

Mr. Hales inquired about the citation being similar to a parking violation. Mr. Nakamura replied it would be considered an infraction of the parking regulations and state law would determine the fine amount.

It is Ms. Turner's hope that the ordinance would become a positive practice and reported other cities had not had negative responses or complaints about idling ordinances. All council members agreed to bring it to the Committee of the Whole for final discussion before approval.

Downtown Vision Review and Bonding Schedule - Justin Zollinger and Tim Tingey

Changes, ideas, risks and delays were addressed by Mr. Zollinger, as various construction and development occurs in the city. In terms of purchasing the downtown property, the longer the city waited the more costly it would be. He explained the construction of the new fire station could take at least a year or more, which was originally designed to be constructed along with a new parking structure. He suggested a new plan to bond for the land first, then at a later date, for a parking structure. An advantage to the idea would be attaining a tax exempt bond, because the land would be purchased as city-use only, which would provide a savings of \$15,000 a year, for a total of \$300,000 in interest costs over the life of the bond.

Mr. Tingey agreed moving forward first to acquire the property for the city project would be best.

The city needs to get a bond rating review from Standards and Poor's Financial Services by the end of October 2016, with bonds issued by mid-November. Property purchase could take place by the end of November or December 2016. Design for the new city hall would be completed by the end of the year. The first issue of city hall bonds would occur in July of 2017. Bonds issued in \$10 million increments per year, are favored by Mr. Zollinger, because as a government entity, the city would receive bank qualified status, providing a savings of one half percent. Considering the total cost, savings would be great over time. Bonds would accumulate over the calendar year, as opposed to the fiscal year, with the second issue occurring in January 2018 for a total of \$20 million. The last step for final bonding to cover remaining costs for city hall would be approximately \$3-\$5 million, a quick turnaround bond, which would be paid off in three or four years with .2% sales tax resources.

The new library building would require a \$10 million bond resulting in a property tax increase.

Ms. Turner commended the new plan and believes it puts the city back in control of its destiny, which in her mind, was the Murray way.

Mayor Eyre mentioned a number of other cities were building new city halls, such as Herriman and Cottonwood Heights. He noted their planning and construction process had moved along much quicker. He did not deny the frustration with Murray moving slower comparatively, however, he observed other cities did not share the same challenges as Murray, such as, land acquisition, procurement, relocating

established businesses and acquiring two dozen pieces of property. The mayor appreciated the complexity of the process to redevelop the entire downtown and commended the Finance Department and the Redevelopment Agency (RDA). The city plan would be well underway by the summer of 2017.

Mr. Tingey said challenges have come primarily because the city is not just constructing a new city hall building and fire station, it is the creation of an entirely new downtown with many moving parts, all of which require intense planning and extended time.

The first project on schedule is the 4800 South and State Street office building. Two deciding boards came to a decision on the first major tenant, which is expected to be finalized by the council with review of a Development Agreement for their approval. After the entitlement process and building permits are attained the project is expected to begin.

The Utah Transit Authority (UTA) has given their commitment regarding the land acquisition process for property on 4800 South and Box Elder Street. All areas of approval have been met. The acquired land portion would need to be platted, after which, the purchase and sales agreement will follow once UTA has decided on their retained land portion.

There are a number of other properties already under contract for acquisition and once bonds are issued, the city would be able to conduct quick closing procedures on those properties, which are primarily for the parking structure project and new city hall location. Mr. Tingey, Mr. Nakamura and Mayor Eyre would meet with the state regarding important procurement issues in relationship to the fire station and city hall.

Communication has taken place with the developer, in relationship to land configurations and private use issues, concluding the new office building, as well as, potential banking institutions will be categorized private use. Proposals for lower level retail and upper level residential use along State Street and possibly along Box Elder and Vine Street have been determined. With the expansion of the IHC Hospital and its new facility, hotels, as well as, residential planning for properties along the east side are favorable. Attracting an assisted living center is also encouraging to the area. Land use changes would occur in order to accommodate office, retail, business and residential components and heavy communication is expected with developers, to ensure a proper percentage of mixed use in the downtown area.

Ms. Turner asked if developers requested only rental units for the downtown project, because as the Intent Document indicates, the city would prefer owner occupied units. Mr. Tingey explained from a market perspective, owner occupied residential units are desired, however, it would be difficult to attain full owner occupancy in the area. Therefore, some portions could be owned, however, rentals are definitely what developers are hoping for.

Mayor Eyre stated his enthusiasm about the new IHC facility, which would attract high income visitors to frequent the area, utilize high class hotel facilities and perhaps purchase a home in Murray. The plan IHC has to link their existing hospital to their new facility will certainly set Murray City apart on State Street, as well as, assist in funding for the new downtown Murray area.

Mr. Camp mentioned attending sessions at a recent ULCT conference related to mixed use planning and reported the idea was very well supported. Ms. Turner agreed that maintaining good balance was important.

A high profile investor wants to become involved with developers and invest in Murray projects. For tax purposes, the cash funding would be provided, by way of a 10-31 Exchange on millions of dollars in property. Discussions pinpointed properties throughout the entire MCCD. The investor was informed that final council approval was required.

Mayor Eyre suggested by utilizing the investor, the entire process would move along faster, due to deadlines for the 10-31 Exchange process, which could be beneficial to the city.

General Plan Review – Tim Tingey

A meeting would be held September 22, 2016 with the Planning Commission and Murray City Council to review the proposed General Plan. Mr. Tingey provided an overview of the General Plan thus far, explaining two major two components. The first one, an on-line document for the public was available for understanding city direction, planning accomplishments and future development, which outline five key initiatives:

1. Creating and enhance a city center.
2. Creating office and employment centers, including Class A office space.
3. Creating livable and vibrant neighborhoods, by protecting neighborhoods.
4. Linking centers and district to surrounding context.
5. Create a multi-modality community where pedestrians, bikes and vehicles are all encouraged.

The second component consisted of elements similar to the existing General Plan related to zoning and land use and what the city wants to accomplish in specific areas.

The biggest change proposed was the need to create additional housing in the community, aside from multi-family apartments; providing opportunities for people to move into Murray would be important. The unique proposal suggested including 6,000 square foot lots, to the already low density housing component, of 8,000, 10,000 and 12,000 square foot lots. With the cost of land in Murray, and the current smallest lot being 8,000 square feet, a home of significant size would need to be constructed, in order to make it cost effective; this would not be advantageous for a starter home to young families. The 6,000 square foot lot would potentially allow for building a smaller 1500, 1800, or 2,000 square foot home within the new market of starter homes. The proposed change would be further reviewed by the council.

Keeping the main proven successful components intact within the new plan is essential. Future changes for land uses are imminent and the council may need to address issues with constituents, as part of the planning process.

Ms. Turner was interested in exactly what a 6,000 square foot lot looked like and whether Murray could allow for miniature homes within the plan. Mr. Tingey stated miniature homes would most likely work as an accessory dwelling unit structure on an existing lot and not on 6,000 square foot lots.

Mr. Nicponski asked if townhouses could be constructed on a 6,000 square foot lot. Mr. Tingey said they would not, however, single family homes would be.

Council Rules/Protocol Review

Mr. Camp addressed a few talking points:

The new ordinance relating to car idling would be presented to the Committee of the Whole for further discussion and then move on to a city council meeting agenda for final approval.

To avoid conflict and to simplify current information, it was agreed to consolidate the Council Rules and the Council Handbook into a new single document. The council would carefully review the current rules and language in their handbooks, provide input for changes and include updated terminology. Ms. Lopez would work with the council to get the project completed.

Functions of the Council Initiative Workshop (CIW) process were discussed. It seemed odd to have a council member required to obtain 3 signatures to bring an idea forward when residents could simply ask the chair for an item to be included on an agenda, Mr. Camp said. The CIW process did not appear to serve a defined purpose and he was in favor of changing the process to have topics placed on a Committee of the Whole agenda instead. The CIW actually appeared unnecessary. Other council members agreed.

Providing a script for council to follow during public hearings and public comment times during council meetings was suggested. Following appropriate instructions and procedures related to who is speaking, how long and when they can speak would provide better order to meetings. Changing the protocol was not necessary, however, following the existing method, more effectively, would be beneficial for time constraints. Public hearings allow for a person to speak only one time.

In terms of process, regarding special recognition resolutions, Mr. Camp reviewed the current manner of conduct as:

1. Read the resolution.
2. Make a motion to adopt, or not.
3. Allow for discussion on the resolution.
4. Vote on the resolution.
5. Present the resolution to the public.

The method of pulling an item from a consent agenda was also reviewed. A preliminary agenda is provided for the council prior to a final agenda, which allows for changes to be made at that time. In general, voting on the consent agenda all together would remain a standard procedure.

Adjournment:

Mr. Camp thanked everyone for their input and adjourned at 1:45 p.m.

Pattie Johnson
Council Office Administrator II