

Minutes of the Special meeting of the Syracuse City Council held on June 24, 2014, at 8:48 p.m., in the Council Chambers, 1979 West 1900 South, Syracuse City, Davis County, Utah.

Present: Councilmembers: Brian Duncan
Mike Gailey
Craig A. Johnson
Karianne Lisonbee
Douglas Peterson

Mayor Terry Palmer
City Manager Brody Bovero
City Recorder Cassie Z. Brown

City Employees Present:
Finance Director Steve Marshall
Public Works Director Robert Whiteley
City Attorney Clint Drake
Community Development Director Sherrie Christensen

[8:49:05 PM](#)

1. Meeting Called to Order

Mayor Palmer called the meeting to order at 8:48 p.m.

[8:49:13 PM](#)

2. Proposed Resolution R14-20 appointing Trevor Hatch to the Syracuse City Planning Commission.

A memo from Community Development Director Christensen explained the Mayor, City Manager, and City Planner Schow interviewed applicants for the vacancies on the Planning Commission. The Mayor is recommending the attached candidates for appointments. Each of the candidates have excellent credentials and demonstrated a high level of integrity and impartiality. I am very excited to work with them and believe they will be an asset to the Planning Commission. Below I have given a brief overview of each candidate.

Gregory B. Day-Mr. Day has been a resident of Syracuse for the past few years. He previously served on the Planning Commission from 2/8/11 to 11/21/12. He is a civil engineer and has experience presenting to various government boards.

Trevor Hatch-Mr. Hatch is a land surveyor by profession, currently employed by Weber County. He has experience in reviewing plats and working with landowners and developers.

Troy Moultrie-Mr. Moultrie has lived in Syracuse six years. He works in management and has experience dealing with business owners and nonprofit organizations.

[8:49:30 PM](#)

COUNCILMEMBER DUNCAN MADE A MOTION TO ADOPT PROPOSED RESOLUTION R14-20 APPOINTING TREVOR HATCH TO THE SYRACUSE CITY PLANNING COMMISSION. COUNCILMEMBER JOHNSON SECONDED THE MOTION, ALL VOTING AYE.

[8:49:49 PM](#)

3. Proposed Resolution R14-21 appointing Greg Day to the Syracuse City Planning Commission.

A memo from Community Development Director Christensen explained the Mayor, City Manager, and City Planner Schow interviewed applicants for the vacancies on the Planning Commission. The Mayor is recommending the attached candidates for appointments. Each of the candidates have excellent credentials and demonstrated a high level of integrity and impartiality. I am very excited to work with them and believe they will be an asset to the Planning Commission. Below I have given a brief overview of each candidate.

Gregory B. Day-Mr. Day has been a resident of Syracuse for the past few years. He previously served on the Planning Commission from 2/8/11 to 11/21/12. He is a civil engineer and has experience presenting to various government boards.

Trevor Hatch-Mr. Hatch is a land surveyor by profession, currently employed by Weber County. He has experience in reviewing plats and working with landowners and developers.

Troy Moultrie-Mr. Moultrie has lived in Syracuse six years. He works in management and has experience dealing with business owners and nonprofit organizations.

[8:49:59 PM](#)

COUNCILMEMBER LISONBEE MADE A MOTION TO ADOPT PROPOSED RESOLUTION R14-21 APPOINTING GREG DAY TO THE SYRACUSE CITY PLANNING COMMISSION. COUNCILMEMBER JOHNSON SECONDED THE MOTION, ALL VOTING AYE.

[8:50:40 PM](#)

4. Proposed Resolution R14-22 appointing Troy Moultrie to the Syracuse City Planning Commission.

A memo from Community Development Director Christensen explained the Mayor, City Manager, and City Planner Schow interviewed applicants for the vacancies on the Planning Commission. The Mayor is recommending the attached candidates for appointments. Each of the candidates have excellent credentials and demonstrated a high level of integrity and impartiality. I am very excited to work with them and believe they will be an asset to the Planning Commission. Below I have given a brief overview of each candidate.

Gregory B. Day-Mr. Day has been a resident of Syracuse for the past few years. He previously served on the Planning Commission from 2/8/11 to 11/21/12. He is a civil engineer and has experience presenting to various government boards.

Trevor Hatch-Mr. Hatch is a land surveyor by profession, currently employed by Weber County. He has experience in reviewing plats and working with landowners and developers.

Troy Moultrie-Mr. Moultrie has lived in Syracuse six years. He works in management and has experience dealing with business owners and nonprofit organizations.

[8:50:54 PM](#)

COUNCILMEMBER LISONBEE MADE A MOTION TO ADOPT PROPOSED RESOLUTION R14-22 APPOINTING TROY MOULTRIE TO THE SYRACUSE CITY PLANNING COMMISSION. COUNCILMEMBER JOHNSON SECONDED THE MOTION, ALL VOTING AYE.

[8:51:08 PM](#)

5. Proposed Resolution R14-23 appointing members of the Syracuse City Parks Advisory Committee.

A memo from City Manager Bovero explained Through the City's website, Facebook, and twitter pages, and via the City's newsletter and utility bills, advertisements for the Park Advisory Committee appointments were sent out to the public. The Advertisements asked those interested to send in their expressed interest in serving on the committee. The purpose of the Parks Advisory Committee is outlined in the City Code as follows:

3.35.040 Duties and responsibilities.

It shall be the duty of the Parks Advisory Committee to act in an advisory and voluntary capacity to the City Council regarding the development of parks, trails and related facilities, programs, policies and priorities. The Parks Advisory Committee should periodically review the City's parks master plan and make appropriate recommendations to the City Council regarding the same. The Parks Advisory Committee should also recommend projects, policies, funding allocations, and other measures, programs, or activities for the development of parks, trails and related facilities within the City. The Parks Advisory Committee shall carry out projects, programs and activities as directed by the City Council.

The Mayor has conducted interviews with the following individuals, whom he proposes to appoint to the committee:

- David Hansen
- Russ Sedgwick
- Patrick Egan
- Alan Clark
- Hannah Miller

[8:51:26 PM](#)

COUNCILMEMBER LISONBEE MADE A MOTION TO ADOPT PROPOSED RESOLUTION R14-23 APPOINTING MEMBERS OF THE SYRACUSE CITY PARKS ADVISORY COMMITTEE. COUNCILMEMBER JOHNSON SECONDED THE MOTION, ALL VOTING AYE.

[8:51:36 PM](#)

6. Authorize Administration to execute contract with Keddington & Christensen LLC for audit services.

A staff memo from Finance Director Marshall explained it has been several years since the City has put a request for proposal (RFP). It is good practice to place this service out to bid over 3-5 years. Our current auditor's Wood, Richards, & Associates have conducted our audits for the past several years. They have done a great job and provided a great service to the City. Syracuse City put out a competitive RFP for audit services. We had a total of 9 auditing firms submit a bid for services. I have included an evaluation sheet with the packet information for your review. The firms were rated on cost (0-35 points), qualifications of staff (0-20 points), technical experience of firm (0-20 points), and responsiveness of proposal (0-25 points). All the firms met the minimum requirements to be accepted for the audit RFP. The firm that scored the highest combined score in all four areas was Keddington & Christensen LLC. They scored 100 points out of 100. They were one of the lowest cost firms and also have the best qualifications to perform the audit. Based on this information, I would recommend awarding the contract for audit services to Keddington & Christensen LLC. The proposed contract for audit services with Keddington & Christensen was included in the Council packet for review.

[8:51:48 PM](#)

COUNCILMEMBER JOHNSON MADE A MOTION TO AUTHORIZE ADMINISTRATION TO EXECUTE CONTRACT WITH KEDDINGTON AND CHRISTENSEN LLC FOR AUDIT SERVICES. COUNCILMEMBER LISONBEE SECONDED THE MOTION, ALL VOTING AYE.

At [8:52:02 PM](#) COUNCILMEMBER LISONBEE MADE A MOTION TO ADJOURN. COUNCILMEMBER JOHNSON SECONDED THE MOTION; ALL VOTED IN FAVOR.

Terry Palmer
Mayor

Cassie Z. Brown, CMC
City Recorder

Date approved: July 8, 2014