



Memo

To: Santaquin City Council
From: Benjamin Reeves, City Manager
Subject: Interim City Recorder Appointment
Date: 2/1/2022

With the resignation of our Deputy Recorder, Kira Petersen, on January 21st and the resignation of our City Recorder/Finance Director, K. Aaron Shirley, effective on February 4th, it is necessary that the City of Santaquin appoint an Interim City Recorder until such time that a new City Recorder is hired and assumes office. Dennis L. Marker, Operations Manager, has agreed to assume the role of City Recorder during this interim period. This will allow Mayor Olson the ability to continue execute Ordinances, Resolutions and Agreements with the proper attestments of a City Recorder as well as maintain the city's ability to have an official records officer during the interim period.

Mayor Olson intends to Appoint Dennis L. Marker as Santaquin City's Interim City Recorder

Recommended Motion: Motion to approve the Mayor's Appointment of Dennis L. Marker as Santaquin City's Interim City Recorder.

Note: The advertisement for the Santaquin City Recorder's position closes on February 4th. It is anticipated that interviews will be conducted in the following weeks and appointment following shortly thereafter. Where this is not a director level position, it is anticipated that the hiring panel will not include the entire City Council. Rather, the hiring panel will include Mayor Dan Olson, City Manager Ben Reeves, Operations Director (Direct Supervisor) Dennis Marker, Administrative Services Director Shannon Hoffman, and Community Development Director Jason Bond. It is hoped to have an appointment of a new City Recorder in March of 2022.