

TO: Michelle Hicks, Mayor's Administration
FROM: Carrie Sibert, Salt Lake County Animal Services
DATE: February 7, 2022
RE: Animal Services Advisory Committee – Member Appointment Request

Dear Michelle –

The Animal Services Advisory Committee is seeking appointment for new member, Kyle Maurer. Kyle Maurer will represent Midvale City for the Advisory Committee. This will be his 1st term with a term expiration date of December 31, 2026 reflecting the term of current Midvale City Mayor Marcus Stevenson. I have approval from The Advisory Committee Chair Rita Lund and Vice-Chair Grant Crowell for Kyle's appointment.

Kyle has over 20 years of Governmental experience. Previously, he worked as the Administrative Services Director for Midvale City, and was recently promoted to Assistant City Manager. Involvement will help establish expectations and enhance communications and play an active role in elevating the organization. Animal Services feel Kyle Maurer will provide valuable feedback to the Advisory Committee.

Below is the required approval, diversity, and appointment information specific to this appointment request.

- 1. Has this board request been approved through leadership such as Department/Division Director and/or the Board you manage?**
 - a. Yes. Animal Services Advisory Committee Chair Rita Lund and Vice-Chair Grant Crowell approve of this request.
- 2. Board members and diversity data**
 - a. Kyle Maurer's demographic questionnaire have been entered in the Granicus system.
- 3. Reappointment request**
 - a. What appointment are they on? (2nd, 3rd)
 - i. This will be Kyle Maurer's 1st term.
 - b. Term limits
 - i. Kyle Maurer will serve for 4 years for his 1st term set to expire on December 31, 2026. According to the Animal Services Advisory Committee's Bylaws as a designee for Midvale City his term will set to expire the same time as his elected official.
 - c. Term dates
 - i. Seeking appointment with a 1-year term.
 1. Term Dates: 2/7/2022 – 12/31/2026.
 - d. Attach resume/application
 - i. Kyle Maurer's appointment application and updated resume are attached.

Application Form

Profile

Kyle W Maurer
 First Name Middle Initial Last Name

[Redacted]
 Email Address

[Redacted] Assistant City Manager
 Employer Job Title

[Redacted] Home Address Suite or Apartment

[Redacted] UT [Redacted]
 City State Postal Code

[Redacted]
 Primary Phone

Which Boards would you like to apply for?

Animal Services Advisory Committee: Appointed

Referred by:

Qualifications

Please tell us about yourself.

I have over 20 years of governmental accounting experience. I have worked for Mesa City since December 2019. I am excited to be Mesa's representative on the Board.

Why are you interested in serving on a board or commission?

I look forward to having a positive impact on our community and to facilitate communication between Animal Services and Mesa City.

What education, work experience, or volunteer experience do you have that applies to the board you are applying for?

I have over 20 years of Governmental experience. Previously, I worked as the Administrative Services Director for Mesa City, and was recently promoted to Assistant City Manager.

What unique perspectives could you bring to the board?

I have a strong Finance background, and can assist in vetting budgets and other financial matters, among other things.

Kyle W Maurer

Demographics

Some boards and commissions require membership to be racially, politically or geographically proportionate to the general public. The following information helps track our recruitment and diversity efforts.

Are you a Salt Lake County employee?

☐ ☐

Are you a current member of another Salt Lake County board or commission?

☐ ☐

Race/Ethnicity *

☒ ☐

District *

☒ ☐

Gender Pronouns *

☒ ☐

Age Range *

☒ ☐

Languages *

☒ English

Political Affiliation

None Selected

Kyle W. Maurer

EMPLOYMENT

2019 - present

ADMINISTRATIVE SERVICES DIRECTOR– Midvale City

- + Oversee operations of Finance, Information Technology, and Justice Court departments.
- + Produced first budget book, receiving GFOA's Distinguished Budget Presentation Award.
- + Created long-term capital replacement plan for Information Technology Department.
- + Created new monthly and quarterly financial reports for the Mayor and City Council, improving transparency and readability.
- + Successfully managed Truth in Taxation (TNT) process and related public information campaign; received no public comment during TNT public hearing.
- + Provided oversight and direction on \$2 million in CARES Act funding.
- + Produced CAFR and financial statements in-house.
- + Improved financial communication and education with Mayor and City Council through regular updates and training.

2017 - 2019

FINANCE DIRECTOR– American Fork City

- + Brought production of Comprehensive Annual Report, bondholder continuing disclosures, and arbitrage rebate calculations in-house.
- + Created Popular Annual Financial Report.
- + Created full reconciliation and month-end close-out procedures for financial system.
- + Reorganized fund structure and added internal service funds.
- + Streamlined business license renewal process with accounting system and bill pay provider. Migrated business licensing to new software provider.
- + Directly involved in creation and administration of \$66 million budget, including new budget book, which earned GFOA's Distinguished Budget Presentation Award.
- + Created numerous financial policies, including fund balance, investment, and internal control.

2011-2017

CONTROLLER/CITY TREASURER– City of South Jordan

- + Published Comprehensive Annual Financial Report by November 1st 3 years in a row.
- + Member of City's purchasing committee; assisted in creation of new purchasing policy.
- + Completed integration of Utility Billing into Finance Department; merged customer service functions with Information Center.
- + ERP implementation project manager; all modules completed on time and under budget.
- + Facilitated re-engineering of financial business processes to maximize new software.

2011

SENIOR ACCOUNTANT – City of Saratoga Springs

- + Produced financial statements and notes in-house four months after year-end.
- + Reduced audit findings from seven to one.
- + Created internal fixed asset accounting system.
- + City received first GFOA Distinguished Budget Award for fiscal year 2012 budget.

2000-2011

ASSISTANT CONTROLLER – Sandy City

- + Awarded Administrative Services "2002 Employee of the Year."
- + Oversaw accounting of Federal, State and County grant awards; received no Federal agency findings during audits.
- + Converted fixed asset software systems.
- + Supervised 4 utility billing clerks; implemented "self-audits" and checklists.
- + Implemented new utility billing software without overtime expense; project was completed under budget and on time with minimal customer impact.

EDUCATION

MASTER OF ACCOUNTANCY/ACCOUNTING BS– University of Utah

- + Ranked as top graduating student for graduating class (masters).
- + Federation of Schools of Accountancy Student Achievement Award (masters).
- + David Eccles School of Business Accounting Scholar Award (masters).
- + Maintained a 3.97 Grade Point Average while working 40+ hours per week (masters).
- + Graduated Magna Cum Laude (undergraduate).

OTHER

MEMBER ASSOCIATION OF GOVERNMENT ACCOUNTANTS (AGA)
MEMBER GOVERNMENT FINANCE OFFICERS ASSOCIATION (GOFA)
EXPERIENCED IN CASELLE CONNECT ERP SYSTEM
EXPERIENCED IN MUNIS ERP SYSTEM

MEMBER GFOA BUDGET REVIEW COMMITTEE