



SYRACUSE CITY

Syracuse City Council/Redevelopment Agency Joint Work Session Agenda

August 26, 2025 – 6:00 p.m.

In-Person Location: Syracuse City Hall, 1979 W. 1900 S.

Electronic Via [Zoom](#)

Connect via telephone: +1-301-715-8592 US, meeting ID: 850 3705 2284

Streamed on Syracuse City [YouTube Channel](#)

- a. Meeting called to order.
- b. Public Comment: This is an opportunity to address the Council regarding your concerns or ideas. Please limit your comments to three minutes. (*Individuals wishing to provide public comment may do so via email to City Recorder Cassie Brown, cassieb@syracuseut.gov, by 4:00 p.m. on August 26, 2025. Comments submitted by the deadline will be read for the record of the meeting.*)
- c. Annual update on UTOPIA Fiber project in Syracuse City. (10 min.)
- d. Planning items:
 1. Recommendation from Planning Commission: application for zone change for property located at 2402 W. 2700 S., Agriculture (A-1) to Residential (R-2), applicant David Bennett. (10 min.)
 2. Continued discussion and review of City land rental/lease policies and identification of properties potentially available for lease/rental to a commercial entity. (15 min.)
 3. Continued discussion - request for consideration of lease of City property for a mobile food operation operated by Amanda and Michael Hildebrand. (10 min.)
 4. Continued discussion and review of Syracuse Municipal Code 9.15 regarding building permit requirements. (10 min.)
 5. Code Enforcement policies related to business landscaping – first reading. (10 min.)
- e. Discussion regarding Syracuse City employee recruitment and retention policy. (20 min.)
- f. Annual fraud risk assessment and review. (5 min.)
- g. Discussion regarding scheduling of Heritage Days. (15 min.)
- h. Policy manual amendments – observance of Juneteenth holiday. (10 min.)
- i. Discussion regarding proposed reprioritization of the 3000 West culinary and secondary waterline projects in the Capital Improvement Plan (CIP). (10 min.)
- j. Adjourn.

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In compliance with the Americans Disabilities Act, persons needing auxiliary communicative aids and services for this meeting should contact the City Offices at 801-825-1477 at least 48 hours in advance of the meeting.

### CERTIFICATE OF POSTING

The undersigned, duly appointed City Recorder, does hereby certify that the above notice and agenda was posted within the Syracuse City limits on this 22<sup>nd</sup> day of August 2025 at Syracuse City Hall on the City Hall Notice Board and at <http://www.syracuseut.gov/>. A copy was also provided to the Standard-Examiner on August 22, 2025.

CASSIE Z. BROWN, MMC  
SYRACUSE CITY RECORDER



# COUNCIL AGENDA

August 26, 2025

Agenda Item “c”

Status Update from UTOPIA Fiber

## **Background**

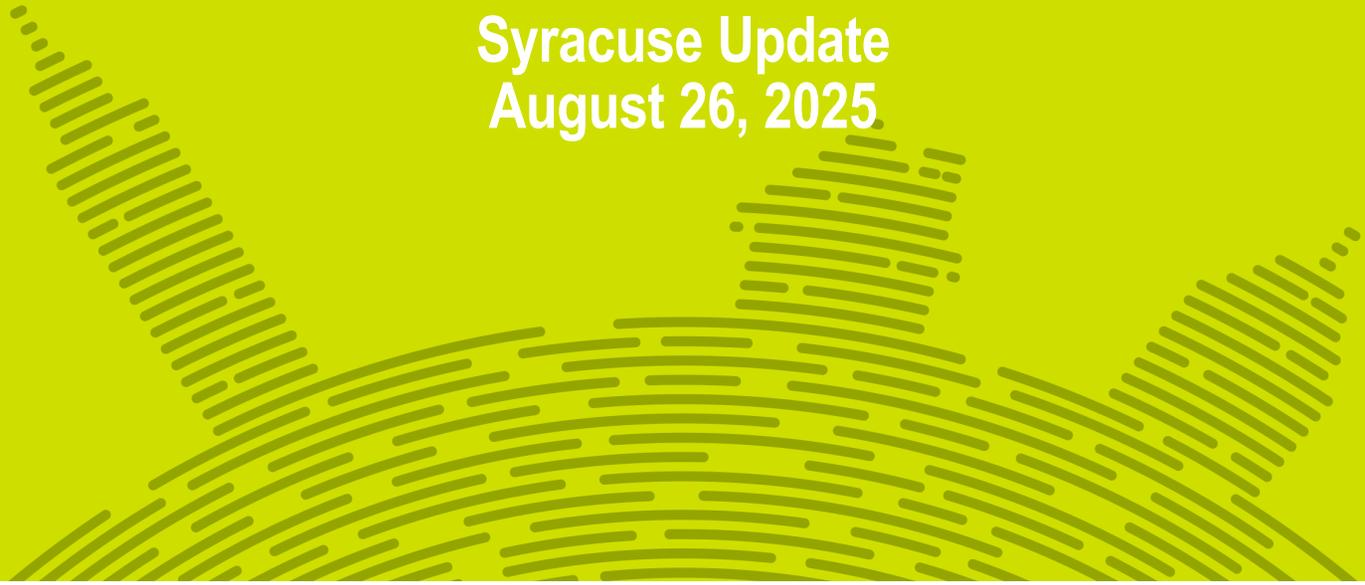
UTOPIA previously partnered with Syracuse City to bring high speed fiber to all areas of the City. This project ensured that all citizens had access to high-speed internet and increased the competition amongst internet providers and more choices for residents.

## **Purpose of the Discussion**

A representative of UTOPIA will attend the meeting to provide a general status update and city-specific information on subscribers and other project status information.



Syracuse Update  
August 26, 2025



# WHAT IS UTOPIA FIBER?

UTOPIA is a Utah Interlocal Entity and political subdivision of the State of Utah. However, it has expanded outside the state of Utah and has governmental partnerships in Idaho, Montana, and California.

## Founding Members

|                  |             |
|------------------|-------------|
| Brigham City     | Centerville |
| Layton           | Lindon      |
| Midvale          | Murray      |
| Orem             | Payson      |
| Perry            | Tremonton   |
| West Valley City |             |

## Partner Cities/Counties

|                                         |                |
|-----------------------------------------|----------------|
| Woodland Hills                          | Idaho Falls    |
| Morgan City                             | West Point     |
| Clearfield                              | Pleasant Grove |
| Syracuse                                | Bozeman        |
| Santa Clara                             | Cedar Hills    |
| West Haven                              | Bountiful      |
| RCRC (40 Counties, 2 Municipalities, +) | .....          |



# UTOPIA/UIA Timeline

UTOPIA 1<sup>st</sup> Phase Bonds \$140M  
 Builds in WVC, Midvale, Murray, Centerville, Orem, Linton, Payson  
 UTOPIA Management Restructuring  
 UTOPIA Bond Refinance, Tremonton Brigham City SAA  
 UIA Created, \$65M bonds authorized  
 Centerville Built Out  
 Various ongoing builds in all areas  
 UIA revenues exceed expenses  
 Repeating sustainable growth/ Increasing demand  
 UIA begins issuing dividends to cities  
 New City Partnerships  
 Woodland Hills  
 Layton, Payson financings  
 Idaho Falls  
 Morgan City  
 West Point  
 Clearfield  
 Pleasant Grove  
 Syracuse  
 Bozeman  
 Santa Clara  
 Cedar Hills  
 West Haven



**← UTOPIA - Phase 1 → ←**  
 \$185M Fiber Projects  
 Revenues Covering Operating Costs  
 Cities Paying Debt

**UIA - Phase 2 →**  
 \$500M Fiber Projects  
 Revenues Covering Operating Costs  
 Revenues Paying Off Debt  
 No cost to participating cities





# ACCOMPLISHMENTS

-  – Largest Open-Access Network in United States (240k+ available locations, 23 city-wide projects)
-  – Fastest Speeds in the United States (10 Gbps residential, 100 Gbps business)
-  – Most Competitive Open-Access Network in United States (19 providers)
-  – Awardee from 2021-2025 Utah Education Network (350+ new school circuits)
-  – Provider of Air Quality Sensors in Utah (100+ active monitoring stations)
-  – Provider of Smart City Solutions in Utah (wildfire detection, public Wi-Fi, air quality, etc.)
-  – Net Promoter Score (+63)
-  – Google Rating Score (4.6 stars)
-  – Smart 50 Award from Smart Cities Connect Foundation and US Ignite
-   Ongoing Broadband Communities top 100 FTTH Award



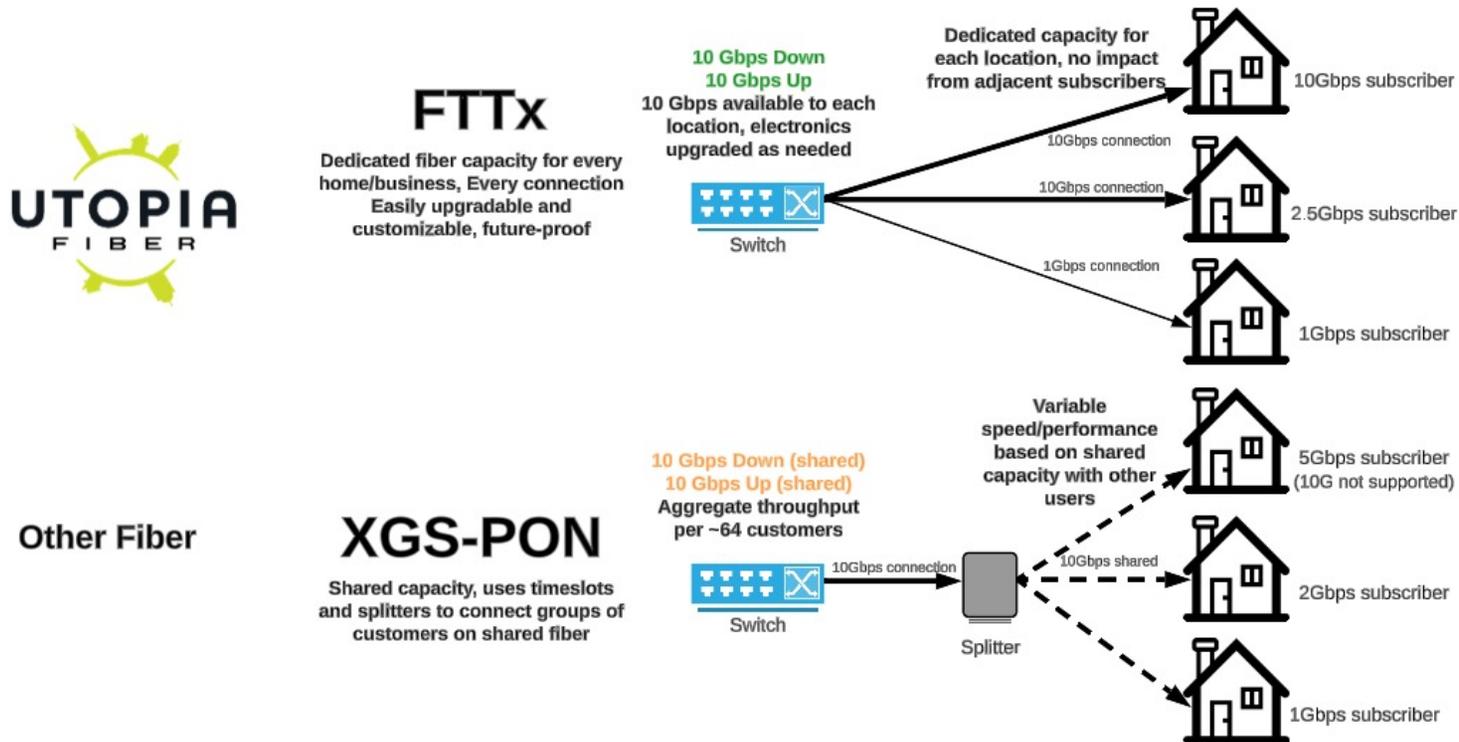
# MUNICIPAL OPEN-ACCESS FIBER

Shared Open-access Municipal Fiber Infrastructure enables competition among many providers



# SUPERIOR CITY-WIDE FIBER TO THE PREMISES

- 10 Gbps available across UTOPIA Fiber, 100 Gbps for businesses
- Carrier services for homes, businesses, enterprises, schools, carriers, data centers, etc.
- Supports Open-Access
- Carrier Ethernet Standards Based, not locked into specific vendor



# Economic Benefit to Syracuse

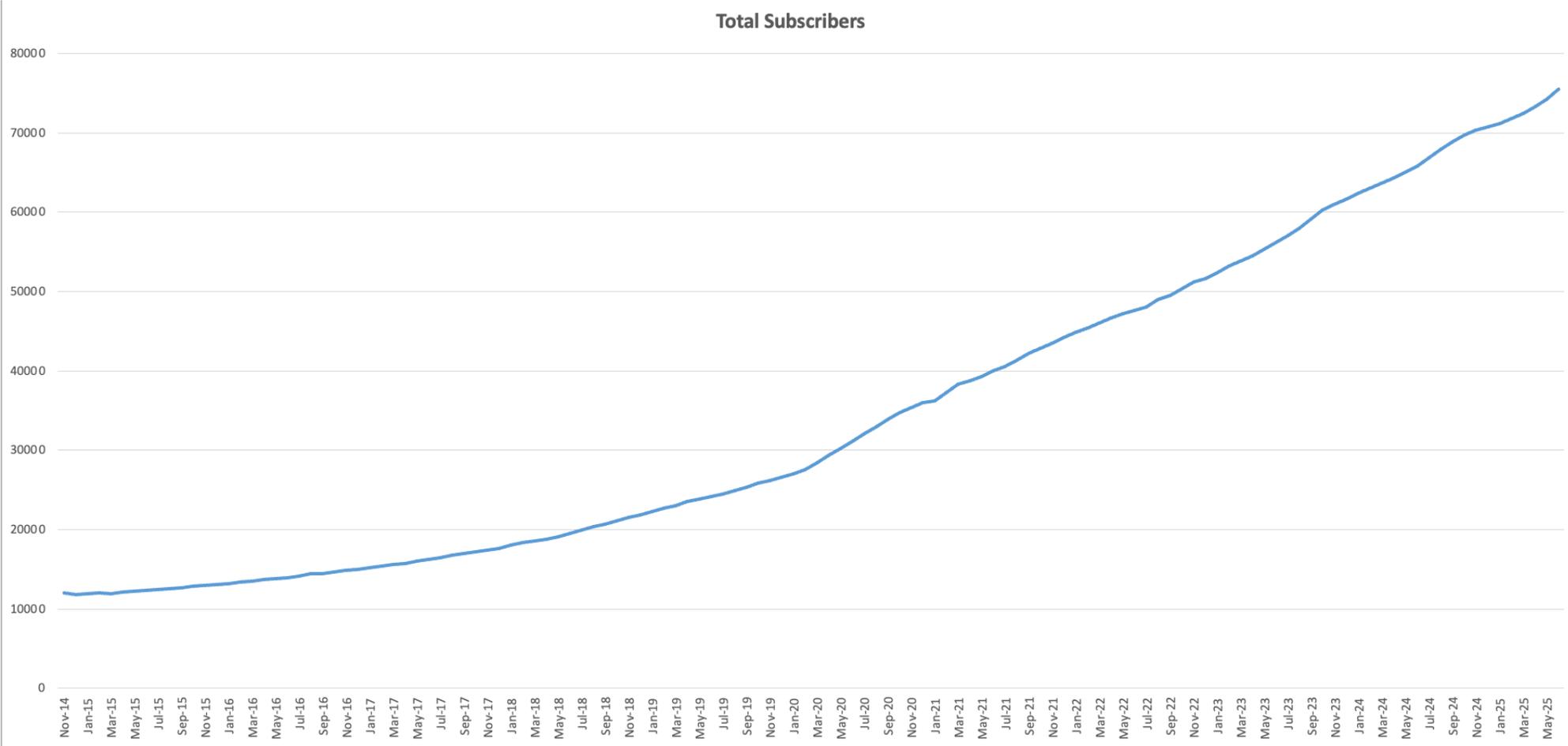
- Saves average subscribing household **\$29/mo**, or **\$348/yr\***
- Syracuse resident savings of **\$970,920/yr** - (2790 subscribers\*\$348)
- Syracuse businesses saving of **\$52,800/yr** - (88 subscribers \*50\*12)
- Syracuse estimated 10yr economic benefit of **~\$243M\*\*** based on size relative to EPB economic study

\*compared to Xfinity non-promotional rate of \$109/mo for 1100 Mbps. Assumes \$80/mo UTOPIA Fiber package. Excludes additional savings on video, phone options.

\*\*[EPB Economic Study](#)



# UTOPIA, UIA, & Partnership Subscribers



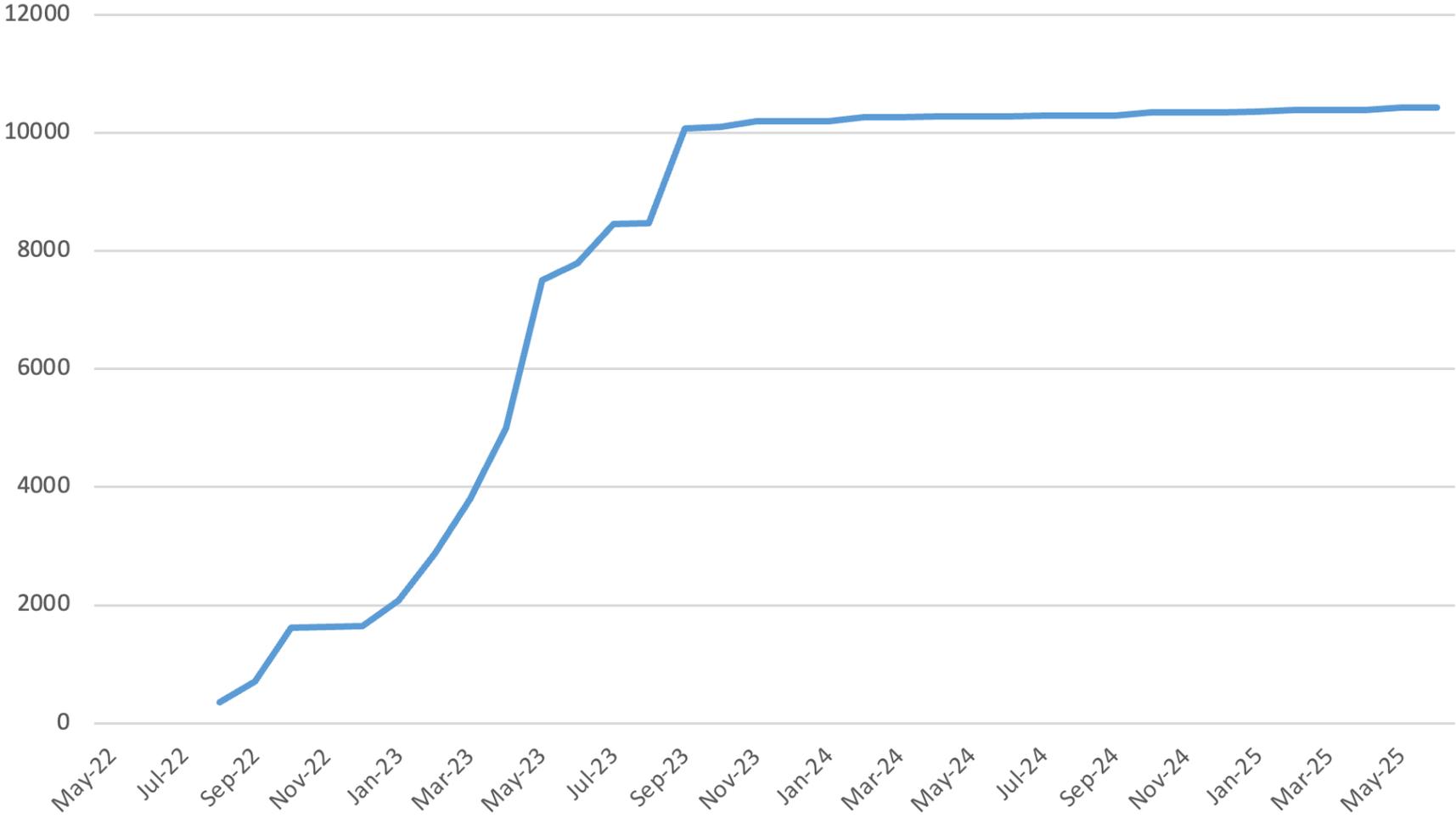
801.613.3800 | 5858 S. 900 E. Murray, UT 84121 | [UTOPIAfiber.com](http://UTOPIAfiber.com)





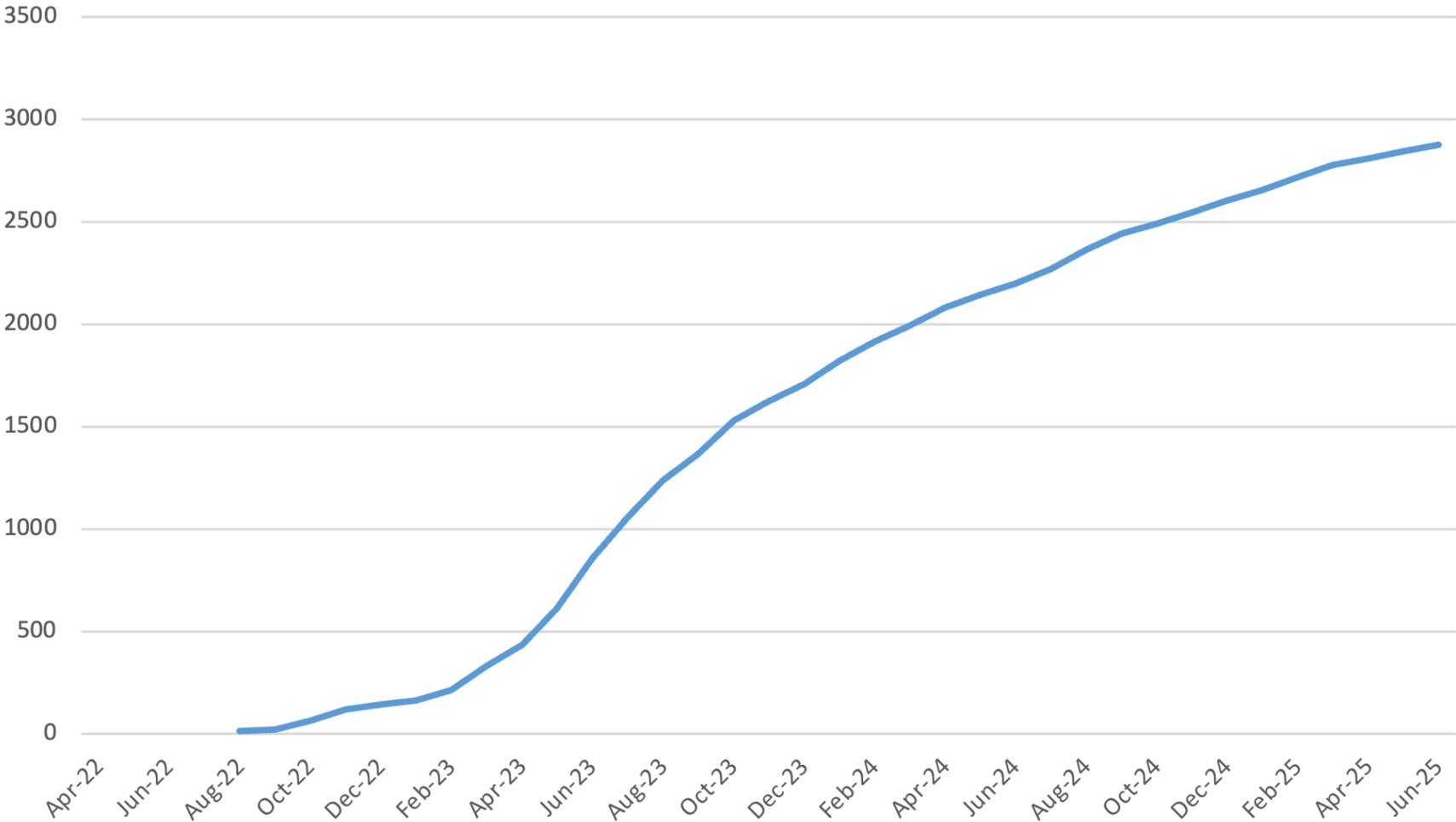
# Syracuse – Buildout Timeline

## Syracuse Total Availability



# Syracuse – Subscriber Growth

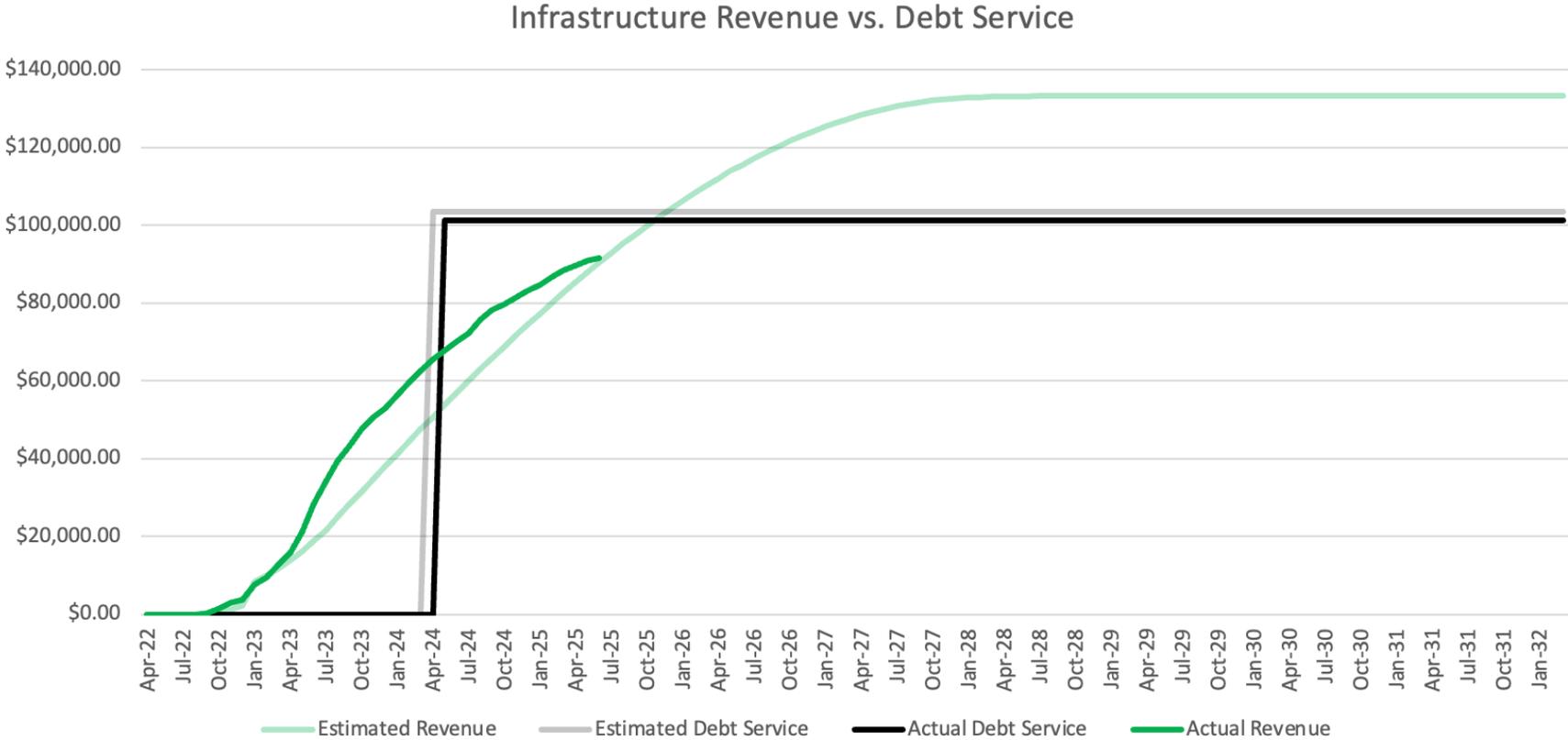
## Syracuse Total Subscribers



Growing by average of 45 subscribers per month over last six months



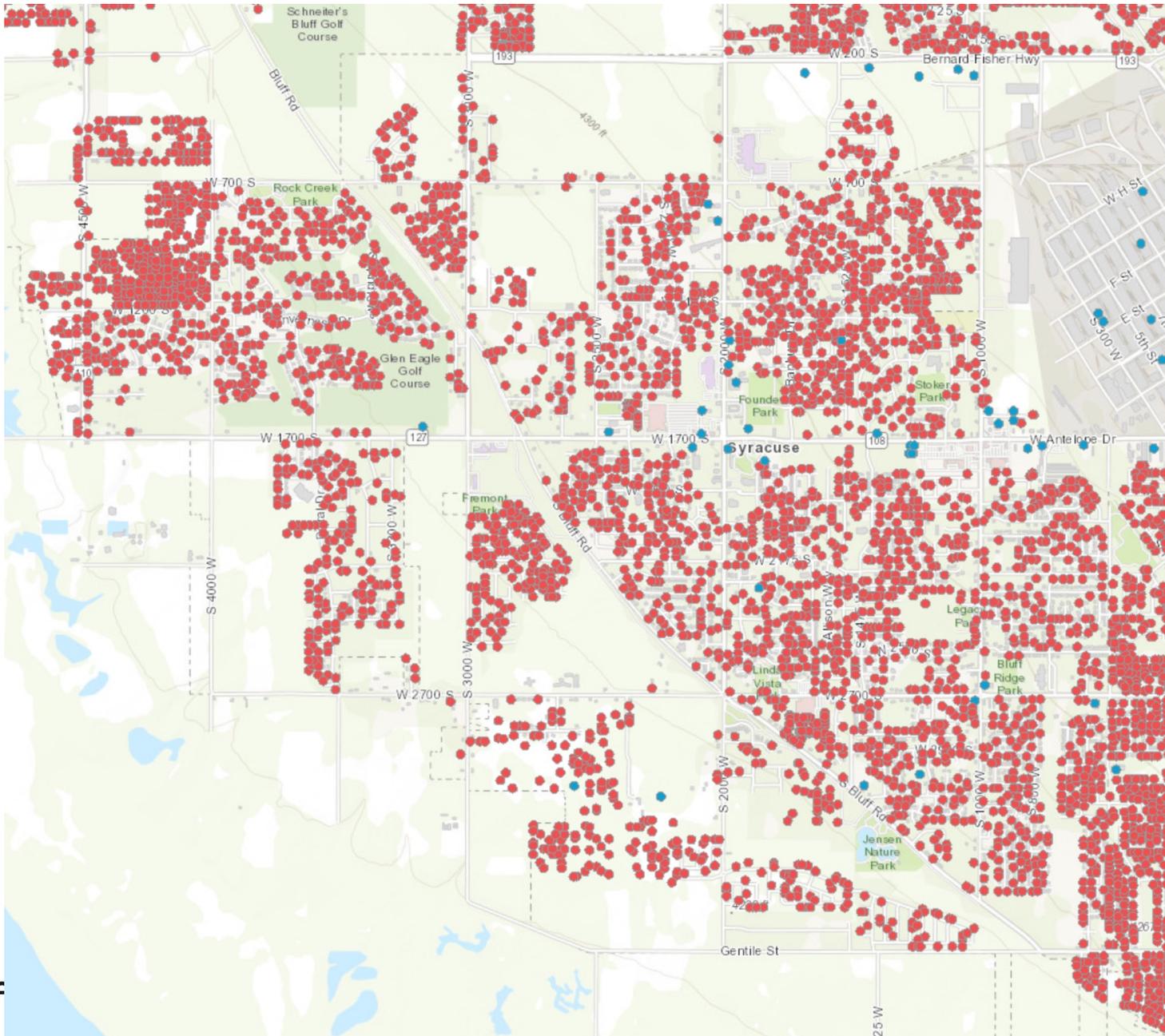
# System Revenue vs. City Contractual Obligation



Conclusion - with current trends the project will continue to grow revenues and no shortfall is expected



# Subscriber Map



# NEW/FUTURE TECHNOLOGY PLANS

- New 2.5Gbps service tier
- Lower pricing for 10 Gbps
- In development
  - Customer App for payment, troubleshooting, provider switching
  - Additional Smart City Applications/Deployments
  - Ongoing capacity upgrades to support VR, AI, other future technologies



# Smart City Applications



<https://edwin.utopiafiber.com/group/5>



801.613.3800 | 5858 S. 900 E. Murray, UT 84121 | [UTOPIAfiber.com](http://UTOPIAfiber.com)



# Questions?

Roger Timmerman, Executive Director

[rtimmerman@utopiafiber.com](mailto:rtimmerman@utopiafiber.com)

801-613-3855

Nicole Cottle, Deputy Director

[ncottle@utopiafiber.com](mailto:ncottle@utopiafiber.com)

801-949-9818





# COUNCIL AGENDA

August 26, 2025

## Proposed Rezone 2402 W 2700 S

Agenda item "d.1"

### *Summary*

The city has received a Rezone application from David Bennett for approximately .262 acres located approximately 2402 W 2700 S. The request includes one parcel. The land is owned by Bennett, Vance T & Kathryn S - Trustees. The applicant provided the following reasons for the requested change: "Rezone to sell house and keep field."

### *Context*

The property is located west of the West Davis Corridor overpass on 2700 S. The property includes a single family home built in 2021. There was an older home on the property that was demolished in 2023 in order to make way for the West Davis Corridor. The south edge of the property has frontage on 2700 S. which is a city collector road. The east edge of the property is UDOT owned land adjacent to the highway and the west is Sadie's Glen PRD development. Land use to the north of the property is also Sadie's Glen development and agriculture north of that. South of the property is large lot single family residential, and south of that is the small/medium lot Shoreline master planned development.

### *Zoning*

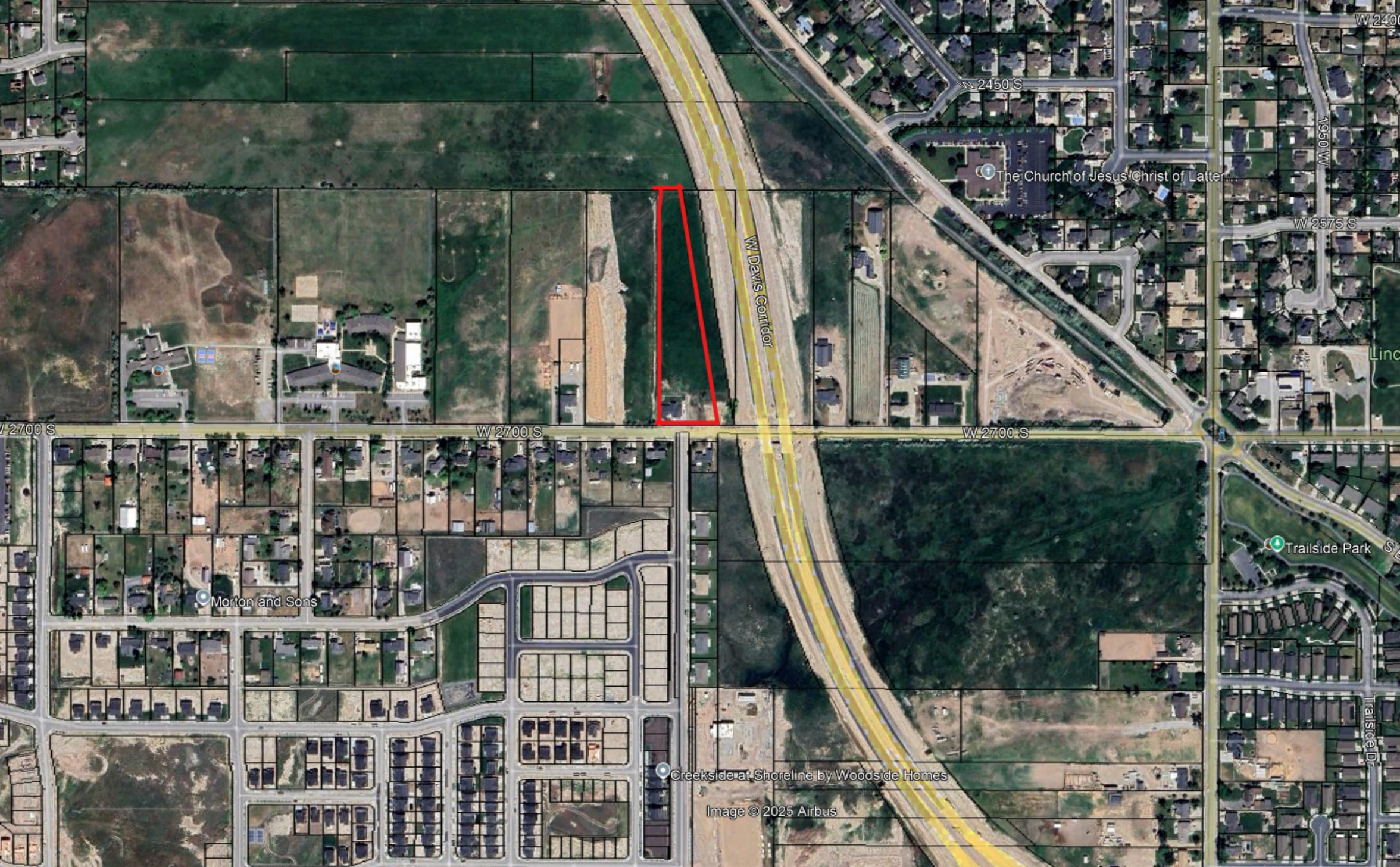
The current zoning on the parcel is A-1 agriculture. The A-1 zone minimum lot size is 21,780 square feet. The parcel is 3.165 acres. Zoning to the east is A-1. Zoning to the west is PRD. Zoning to the north is PRD. Zoning to the south is R-1, RPC, and R-3. The requested zoning is R-2 for the property around the house only, which is approximately .262 acres or 11,412.72. Minimum lot size of the R-2 is 10,000 sf. Therefore, the requested lot would be compliant with the minimum lot size of the R-2 zone.

### *General Plan*

The property is general planned for "Low Density Residential". General Plan to the north is medium density residential. General Plan to the south is low density residential and medium density residential. General Plan to the east is low density residential. General Plan to the west is medium density residential. The requested zoning of R-2 is consistent with the general plan designation of low density residential.

### *Process*

As explained in 10.20.070 (D)(3-4), Planning Commission is the advisory body to the City Council for zoning and General Plan map amendments. The Planning Commission is required to hold a public hearing and forward a recommendation to approve, approve with modifications, or deny the request. The Planning Commission held the public hearing and forwarded a recommendation for approval on 8/19/25. The City Council will then review the recommendation and make a decision. During the public meeting the City Council can approve, approve with modifications, or deny the proposal. 10.20.070 (E) explains that amendments to the zoning map are matters of legislative discretion by the City Council after considering if the application would be harmonious with the overall character of the existing development, the extent to which it may adversely affect adjacent property, and the adequacy of facilities and services intended to serve the subject property, including but not limited to roadways, parks and recreation facilities, police and fire protection, schools, storm water drainage systems, water supplies, and waste water and refuse collection.



W Davis Corridor

W 2450 S

W 1950 S

W 2575 S

W 2700 S

W 2700 S

Morton and Sons

Trailside Park

Creekside at Shoreline by Woodside Homes

Image © 2025 Airbus

EXISTING ZONING







# COUNCIL AGENDA

August 26, 2025

## Land Leasing Policy

Agenda item "d.2"

### ***Summary***

The city leases and rents its land and property out for a variety of reasons. It rents park pavilions, reservations can be made for rooms at the community center. Park fields are rented for sports. The City Hall Council Chambers is available for rent. The city rents a park parking lot out to a snow cone shack. It has rented land to a firework stand. The city land and property is made available to the public as long as the proper agreements are made to ensure all issues are covered including liability, safety, and other practical concerns. The city can make agreements to lease or even sell land or property in a variety of ways. The lease transactions are mostly not profitable. The bottom line in determining its leasing policies is evaluating how the use of city land benefits or detracts from the health, safety, and welfare of its residents.

### ***Applicable Ordinances***

There are two ordinances that could govern the lease of this city space depending on how council interprets the context of the proposal. The first would be ordinance 4.25.160 which requires concession people selling food, drinks, or other items in a park to have a special contract approved by the City. In the consolidated fee schedule, 'Park Land Rental (Concessionaire)' is listed at \$250 per month. Common practice is for the Parks and Recreation Director to approve or deny proposals for concessionaires in parks. It is recommended to update the consolidated fee schedule to at least \$1,000 per month.

The second potential governing ordinance is 13.40.060. This ordinance is applicable for a business wanting to lease non-park, city land. In this scenario, a lease agreement with the terms and condition of the lease would be required to be presented in a public hearing.

### ***Analysis***

In considering leasing public land out to private business, the city should weigh the pros and cons of doing so. Pros include adding a service or product availability to patrons of a city park such as a snow cone on a hot day, fostering small business that may very well grow to occupy a brick and mortar location within the city, generation of sales tax, and collecting additional revenue from less used portions of city land. Cons include wear and tear of city property, additional staff time to clean bathrooms, remove garbage, process lease payments, and create and execute legal agreements. Also, the space occupied by the business competes with parking needs of park goers and recreation league parking, potential unfair advantage to private land rental if city lease rates lag behind market rates, safety concerns about attracting pedestrian traffic to a parking lot where auto pedestrian accidents can occur, liability concerns, practical concerns related to power infrastructure with unsafe power cords crossing drive isles or sidewalks creating fire and tripping hazards, generator noise and air pollution, and lastly, access to restrooms for employees and patrons where city park bathrooms are seasonal and porta-potties are smelly and prone to vandalism.

### ***Analysis Continued***

The makings of a viable space to be leased include covering the practical bases of the infrastructure needed to support the businesses and create a safe environment for patrons to visit. The following are the basic infrastructure items explained:

#### ***Power***

Businesses need power for lights, appliances, freezers, air conditioning etc. Most city parks have power installed to a restroom or light pole. Most park power receptacles are rated for 15 amps and designed to deliver 120 volts of electricity. Most light poles do not have a receptacle and if they do, it is only powered when it is dark because of a photo cell switch. This is insufficient for most vendors. For example, the snow cone shack located in Bluff Ridge park uses a metered 50 amp power pedestal that was installed specific to their needs. The alternative to constant power, is to run a generator. Generators create air and noise pollution. They also can be a fire hazard with the cords and fuel storage. The fuel may spill which leads to soil contamination and vegetation damage. Staff recommends prohibiting the use of generators by vendors to avoid hampering the park patrons enjoyment of the park. This means that infrastructure alterations may be required to support the business. Staff recommends that any needed power installation costs should be passed on to the vendor.

#### ***Rest Rooms***

Businesses have customers and employees. The employees are stationed at the business for hours at a time. Rest rooms are required for the obvious reasons, but in addition to those, the business often needs to access the culinary water for cooking and also the drain for wastewater disposal, especially if it is a food related business. If proper restrooms are not provided, the business may burden nearby brick and mortar restrooms with added costs in supplies and staff time for cleaning. If no drain is available, many times food waste is dumped on grassy areas attracting rodents and insects as well as damaging vegetation. Many city parks do have restrooms. However, city park restrooms are seasonal, and are winterized when freezing temperatures arrive. Some locations feature a city building with restroom access, but hours of access may be limited. It is possible for a business to provide a restroom agreement with a nearby business for a fee that can be worked out between the two parties. Alternatively, a porta potty can be brought in. Staff recommends prohibiting porta potty altogether to avoid smells, contamination if tipped over, and general eyesore they create if stationed for periods of time longer than a few days. Staff also recommends to only lease to vendors seasonally, while the city park restrooms are available.

#### ***Garbage***

Businesses generate garbage. Some garbage is benign cardboard or food wrappers etc, but some is food waste that can create smells and attract rodents and insects. Most parks do not have high volume garbage dumpsters. Most have a residential size bin that is emptied by park staff and carted to a centralized dumpster. Waste generated by business can be significant, causing either added staff costs trucking the garbage around the city or added costs for a commercial roll off dumpster that may not be recuperated by the lease payment. A dedicated roll off dumpster will also occupy additional parking lot real estate. Business can be required to remove its own waste, but there is potential for a business to dump it at the closest dumpster, which may negatively impact adjacent businesses. Staff recommends requiring a dedicated roll off dumpster be placed adjacent to the business for their use, with the service fee built into the lease payment.

### ***Parking and Sales Window Orientation***

The business trailer or tent where business is conducted usually occupies 2-3 stalls that often competes with park needs. The business also generates customer traffic which takes several additional stalls. At times, half of the available parking at a park may be occupied by a business lease. Also, the sales window of the trailer, if pointed towards the parking lot, may create additional risk and liability by placing customers in the middle of drive isle where there is a higher risk for a pedestrian-auto accident. For this reason, Staff recommends only allowing the sales window to face either a sidewalk or landscape area.

Parking lots require seasonal maintenance. Examples of maintenance include re-stripping, re-surfacing, crack filling, snow plowing, and salting. If a business is occupying a parking space for a long period of time, it may be in the way of standard maintenance needs. A shack or trailer may interfere with surface water drainage patterns and damage to the parking surface can be caused by jack stands and the weight of a stationary object. Staff recommends that in order to be able to properly maintain the parking lot, only seasonal business leases be allowed.

### ***Goals of Discussion***

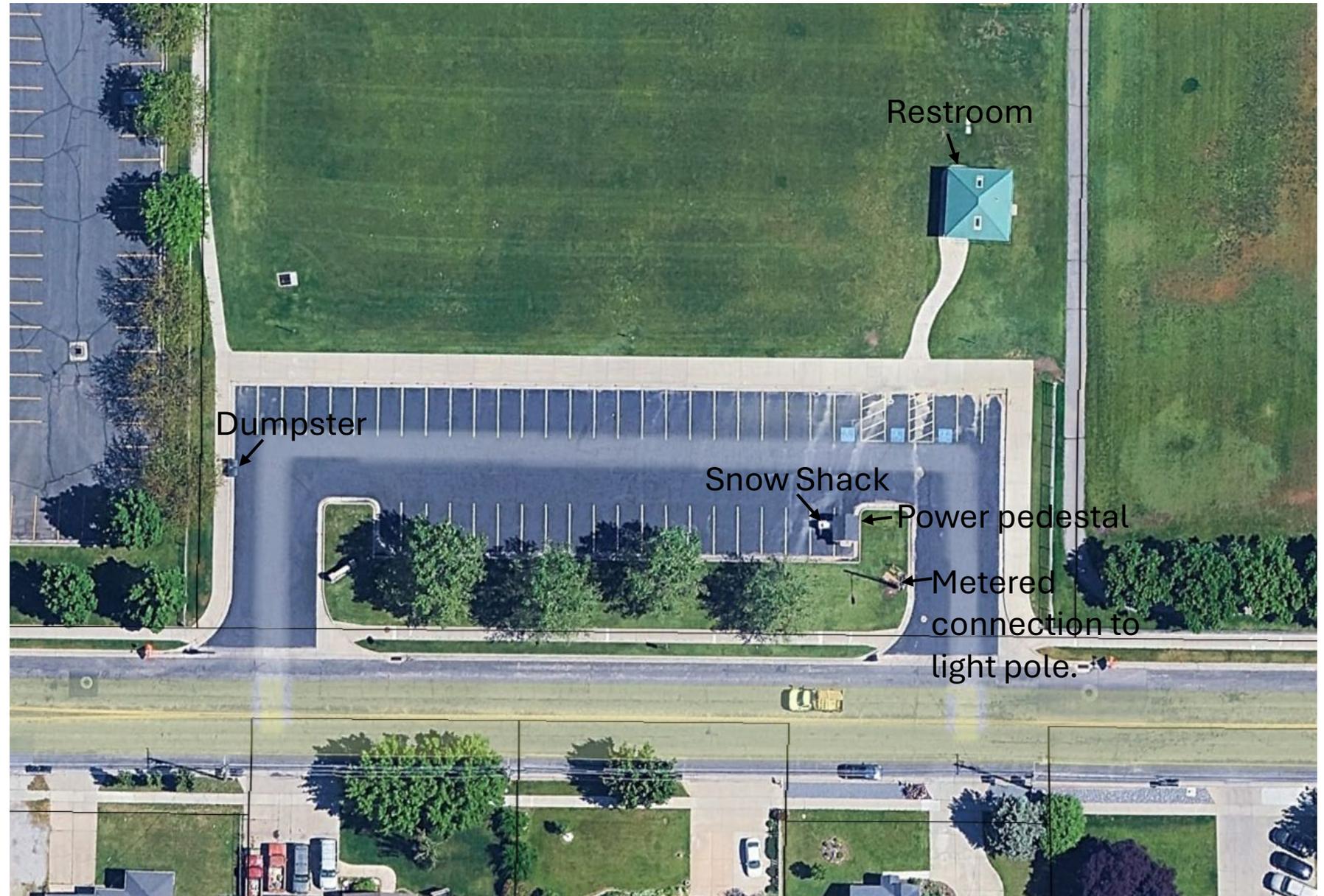
Decide if the city should continue to lease it's land to mobile vendors. If no, decide if the ordinances should be amended to prohibit the practice. If yes, determine if the existing ordinance is serviceable with the proper agreement. If yes and it is determined that the existing ordinance is not enough, determine how the ordinances should be amended.

### ***Attachments***

Analysis of specific city properties that have leasing potential

## Bluff Ridge Park Vendor Analysis Under the Boardwalk Shaved Ice

- Power: 50 amp pedestal custom for vendor. (5 feet away)
- Restroom: City Park (122 feet away)
- Garbage: Roll off dumpster on site
- Safety: Customers order from grassy area. No cords cross sidewalks or drive isles. Pedestrians often cut across the parking lot from the park to access business, which is dangerous.
- Parking conflicts: At times, the space the business occupies, forces recreation league parking into church parking. Luckily, the church allows it, if church prohibits it, a parking shortage would occur.
- Concerns: The grass in front of the order window and dining area is worn down and dead. Outdated lease rate results in city losing money after considering dumpster, staffing and wear and tear costs.
- Comments: All of the basics are covered for this site, and given a proper lease rate is charged, should be an acceptable location moving into the future. Lease rate recommendation to be increased from \$250 to \$1000 per month.





Metered Power Connection. Pulling power even when not open. City pays this bill.



Requires a heavy duty plug and own power pedestal.



Requires a heavy-duty cord. Cord doesn't cross sidewalk or drive isle which is good. In way of mowing lawn maintenance/sprinklers. Power pedestal there specifically for business and no other use to city.



50 Amp breaker is a lot of power. 30 amp pretty standard for RV camping. 50 amp needed for air conditioning and freezer etc.



Under the Boardwalk occupies 2 parking stalls and has own power pedestal



Traffic killed grass. Will need to be rehabbed. Order window faces grassy area good for pedestrian safety. Pedestrians cut through parking lot because no sidewalk to order window which is not good for pedestrian safety.



Shady area nice for eating a snowcone but traffic killed grass.



City Restroom closeby.



Had to order dumpster to capture business garbage. Garbage can by restroom was too small. Dumpster occupies a third stall. Wouldn't need this if business wasn't there. City pays for this.

### Museum Parking Lot

- Power: Insufficient. Light Pole adjacent but photo-cell switch, power at museum but would require cord and only 15 amp.
- Restroom: City Park (241') Museum (211'), Dons (184'), Chipotle (248')
- Garbage: Roll off dumpster and cans on site
- Safety: Would need to face order window to sidewalk. Power cords would cross sidewalk if generator placed out in grass. West curb location partially blocks drive isle.
- Parking conflicts: Harvest host camp spot adjacent. Farmers market fills lot every Thursday.
- Concerns: No power, restrooms far away. Closest restroom is Don's. Farmer's market conflict every Thursday. Leasing not recommend for this site.



### Founders Parking Lot

- Power: Power pedestals present. Unsure of amps.
- Restroom: City Park, Maverik.
- Garbage: No dumpster, just cans. Used to have dumpster.
- Safety: Would need to face order window to sidewalk. Power cords would cross sidewalk.
- Parking conflicts: Syracuse elementary drop off and pickup. Football, soccer, baseball conflicts. Founders days, pumpkin walk conflicts.
- Concerns: Far from road visibility. Not a lot of room. Lots of recreation conflicts. Leasing not recommend for this site.



### Freemont Parking Lot

- Power: Insufficient. 110 v in restroom.
- Restroom: City Park, fire station.
- Garbage: Just cans. Used to have dumpster.
- Safety: Would need to face order window to sidewalk. Power cords may cross sidewalk.
- Parking conflicts: Syracuse Arts drop off and pickup. Rec league conflicts. Parking expansion planned.
- Concerns: Needs power. With dumpster and power, Parking construction pending. Leasing not recommend for this site.





# COUNCIL AGENDA

August 26, 2025

Agenda item "d.3"

## Proposal to Lease of City Property

### ***Summary***

The City has been approached by Amanda and Michael Hildebrand, owners of Witches Brew Coffee Co. about leasing city owned property for a mobile food operation. See attached for their detailed proposal. In summary, they are requesting to park their enclosed trailer in the museum parking lot to sell coffee year-round. They would like to plug into power, but if not allowable, would run a generator. They would agree to pay monthly lease payments. In their proposal, there is a graphic showing their desired locations to park the trailer. Their desired locations would occupy about three parking stalls and prefer to park west of the museum building's entrance. Their proposed hours of operation would be weekdays 6 am to 4 pm, weekends 7 am to 1 pm. Also, there would be about an hour setup, and hour take down before and after those business hours.

### ***Applicable Ordinances***

There are two ordinances that could potentially govern the lease of this city space depending on how council interprets the context of the proposal. The first would be ordinance 4.25.160 which requires concession people selling food, drinks, or other items in a park to have a special contract approved by the City. In the consolidated fee schedule, 'Park Land Rental (Concessionaire)' is listed at \$250 per month. Common practice is for the Parks and Recreation Director to approve or deny proposals for concessionaires in parks. In this case, since it was presented to the City Council, it could be approved by council instead of the director.

The second potential governing ordinance is 13.40.060. This ordinance would be applicable if the Witches Brew proposal was considered to not be a concessionaire renting park land, but a business leasing non-park, city land. The museum parking lot is on the same parcel as Centennial Park, but the exact boundary between park and museum parking lot could be debated. In this scenario, a lease agreement with the terms and condition of the lease would be required to be presented in a public hearing. The applicant reports that the common industry standard lease rate is around \$750-900 per month.

### ***Goals of Discussion***

Decide if it is in the best interest of the city to rent out a portion of the museum parking lot to a mobile coffee trailer business. If yes, also provide direction to staff if this should be considered to be a concessionaire park land rental or a standard business lease.

WITCHES BREW  
COFFEE CO.

Syracuse City / Syracuse Museum

Business Proposal

May 28, 2025

## **Witches Brew Coffee Proposal to Syracuse City for Year-Round Museum Lot Lease**

### **About Us**

Witches Brew Coffee is a locally owned mobile coffee trailer launching in Summer 2025. Based in Syracuse, we serve handcrafted coffee, teas, and seasonal specialty drinks with a magical, family-friendly aesthetic. Our mission is built on three pillars:

- Coffee – High-quality beverages from local roasters
- Connection – A gathering space for neighbors and friends
- Community – Supporting events, artists, and local causes

### **Why the Syracuse Museum?**

The museum is a cultural gem. Placing our trailer there adds value—offering guests a cozy place to connect before or after visiting and encouraging more community engagement. The location is ideal for foot traffic from parks, events, and nearby neighborhoods.

### **Our Proposal**

We respectfully request to lease a small, designated space in the Syracuse Museum parking lot year-round, ideally near power access (but not required). Our compact, visually appealing trailer will operate in full compliance with city regulations.

### **What We Offer**

- Full insurance and city licensing
- Clean, professional trailer setup
- Monthly lease payments to the city
- Community-forward presence and event collaboration

### **Let's Partner**

We're here to build something special with Syracuse—one cup at a time. We'd love to meet and discuss how this partnership can benefit the city, the museum, and the people who call this place home.

### **Contact:**

Amanda and Michael Hildebrand

Witches Brew Coffee Co.

P: 385-319-0776

E: [witchesbrewcoffee.ut@gmail.com](mailto:witchesbrewcoffee.ut@gmail.com)

## **Our Story & Vision for Syracuse**

Amanda and I may have only called Syracuse home since 2023, but in just a brief time, this community has captured our hearts. We've come to know our neighbors, admire the growth of the city, and feel a powerful sense of purpose in giving back to the place that welcomed us so warmly.

Witches Brew Coffee isn't just a business—it's a dream 14 years in the making. Our journey with coffee began long ago, fueled by a shared passion for its craft and the connections it fosters. For over three years, our family has been hands-on in coffee service, gaining the real-world experience necessary to turn this dream into a reality. Now, we're bringing that dream to life right here in Syracuse.

Our mobile coffee trailer is just the beginning. We're not here to compete with corporate coffee chains, we're here to fill the niche that's been missing in Syracuse: a locally grounded, community-first coffee experience. Our vision is to serve the growing parts of the city with quality drinks and meaningful service, becoming the go-to coffee choice where personal connection matters most.

Looking ahead, our long-term goal is to establish a brick-and-mortar coffeehouse in Syracuse within the next 3–5 years—an inviting space where neighbors can gather, build relationships, and truly feel at home. But even now, from our mobile trailer, we are committed to this mission:

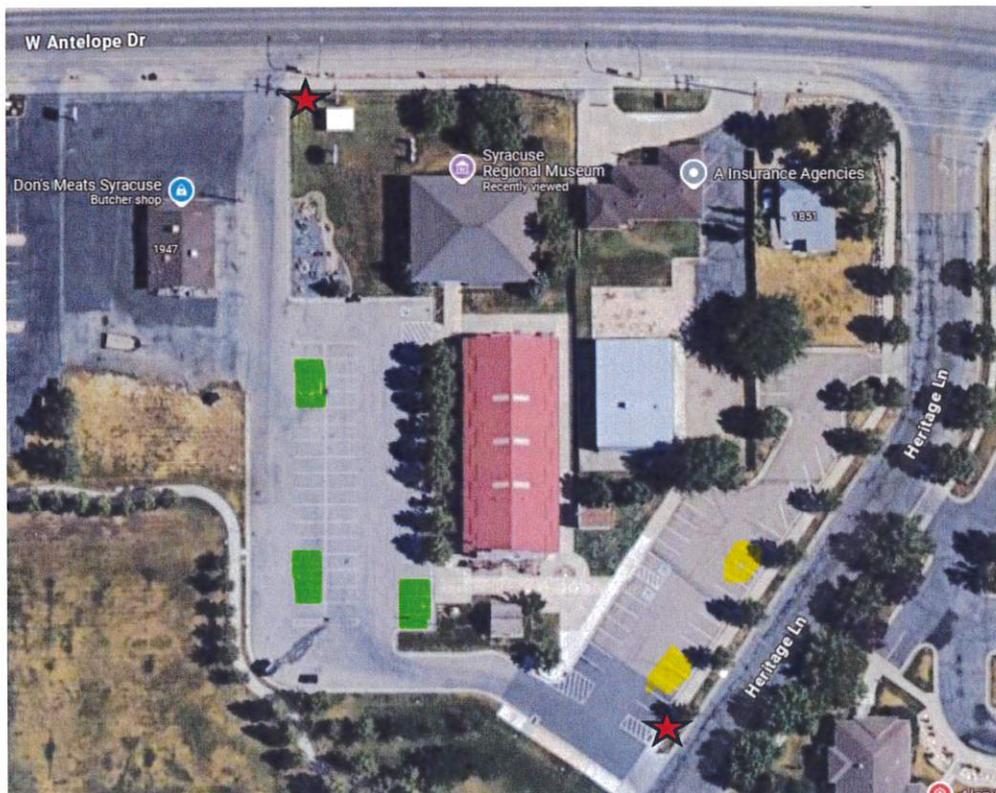
- Keeping coffee local
- Creating jobs within the community
- Fostering connection one cup at a time
- Giving back, with 3% of all beverage sales donated directly to local Utah based charities with Davis County and Syracuse given priority

Witches Brew is more than just coffee—it's a love letter to community, to local flavor, and to the people of Syracuse. We're honored to build something meaningful here, and we hope you'll consider partnering with us to make it happen.

## Proposal Details

1. Location and signage: We're seeking a year-round space for our trailer. Ideally, within the museum parking lot - as street facing as possible. We are hoping to launch late July to the first week of August and be positioned year-round. Along with the trailer space, we would also request the ability to present non-invasive signage such as a feather flag on the Antelope Drive street side and another on the Heritage Lane side

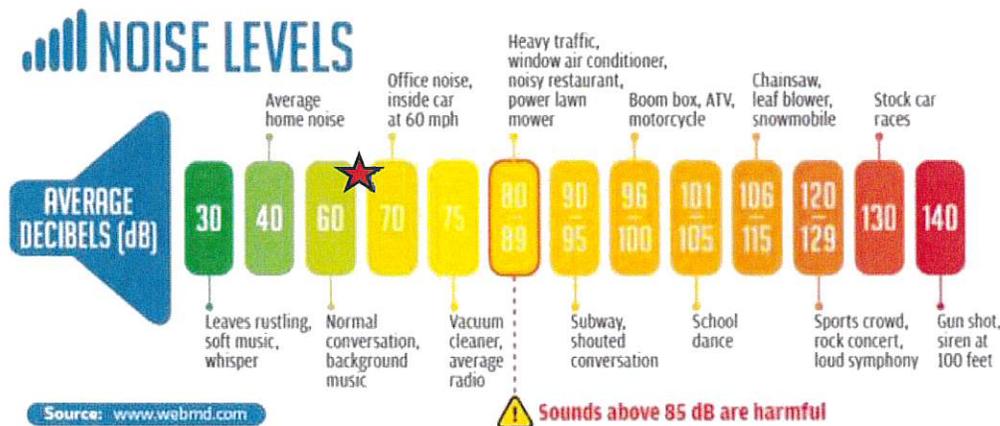
The graphic below shows our desired primary locations (highlighted in **GREEN**) and secondary locations for the trailer (highlighted in **YELLOW**) taking into consideration the size of the trailer. The **RED** stars at both the Antelope Drive and Heritage Lane entrances indicate signage locations



2. Hours of Operation Supporting a primarily morning to early afternoon presence:
  - Weekdays: 6:00 AM – 4:00 PM
  - Weekends: 7:00 AM – 1:00 PM (subject to event and adjustment)
  - We would be on-site approximately one hour before and after for set-up and teardown.

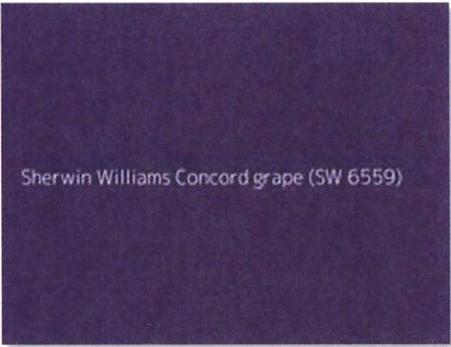
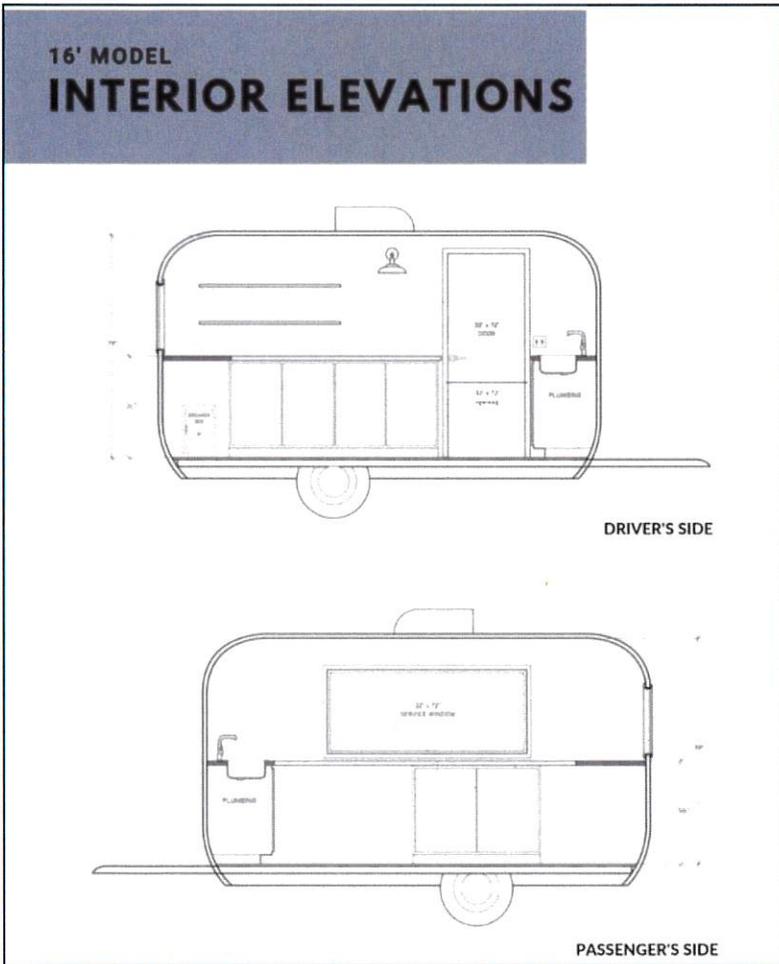
3. **Trailer Specs:** sixteen feet long (including the tongue), requiring approximately three parking spaces. It would remain in place, moving only for routine maintenance (water refills, sanitation, etc.). Please see page 6 for trailer information
4. **Liability:** Syracuse Museum and Syracuse City would assume no responsibility for the trailer's security or maintenance; this would be clearly outlined in our agreement, and we would list both (as needed) as an additionally insured on our insurance bond
5. **Menu Offerings:** Our menu includes coffee, teas, sparkling water, and seasonal non-coffee drinks (e.g., lemonade). Please see page 7 for sample menu
6. **Compensation:** We are prepared to pay a fair, negotiable rate. A common industry standard is \$25-30/day, or \$750-900/month, generating consistent additional revenue streams.
7. **Collaborative Marketing:** We're open to creating promotions to further engage your patrons and city employees.
8. **Commissary:** Currently under contract with CG Commissary as our commercial kitchen, storage, non-potable water disposal, and fresh water source as required by Davis County Health District
9. **Generator:** We have purchased a high-end inverter generator to power the trailer which outputs at 58-65 decibels. Please see the **RED** star on the graphic below to show where this falls (average)

## Levels Of Noise In Decibels (dB) Level Comparison Chart



## Trailer

We have contracted with Aerobuild out of Nashville, TN to build our custom coffee trailer. Delivery of our trailer should occur in mid-to-late July, with operations beginning near August 1<sup>st</sup>. The trailer will be licensed and insured as required by state law and does not contain food preparation areas as that is not within our scope of service but does maintain all required Davis County Health Department code requirements (temp controlled refrigerator, non-porous surfaces, 3 basin wash sink and separated hand sink, etc.). We are sharing the images below as informational only, as the trailer is still in build status. The color swatch will be the exterior color of the trailer with our logo; however, the trim and style will be similar to the trailer shown below. If a build-out document is needed by the city for this, we can provide it upon request via email.



## Sample Menu

We will be serving primarily coffee and tea beverages but acknowledging that coffee and tea are not for everyone, we will also be serving sparkling beverages and seasonally appropriate flavored lemonade. Our goal is to keep our menu simple and to put the focus on the flavors of the drink first; we believe coffee should taste like coffee and tea should taste like tea -with indulgences of course for our customer's personal taste. Keeping that in mind, we will be serving the following in Hot (10 oz or 16 oz, except where indicated) and Cold (16 oz or 20 oz) options:

- Cortado and Cappuccino (8oz hot only)
- Lattes
- Mocha Latte
- White Chocolate Latte
- Americano
- Breve
- Solo (1 oz hot only) – Single shot of espresso alone or added to beverage
- Doppio (2 oz hot only) – Double shot of espresso alone or added to beverage
- Chai
- Matcha
- Bag Tea
- London Fog
- Drip Coffee (local Davis County roaster)
- Hot Chocolate

Along with the standard menu, we will offer five signature drinks encompassing the elements of Spirit, Air, Fire, Water, and Earth as well as crafted seasonal syrups to enhance seasonal beverage options.

We will be providing sugar free syrup as requested and optional milk choices such as Almond, Oat, or Soy milk in addition to 2%, Skim, Half and Half and heavy cream



# COUNCIL AGENDA

August 26, 2025

Agenda item "d.4"

## Building Permit Requirements

### *Summary*

The international building codes that the city has adopted by ordinance require building permits to be obtained prior to commencing various types of construction. The codes dictate what requires a permit. It is commonplace for cities to adopt the standards, this practice is to protect the health, safety, and welfare of our residents. It also keeps homeowner and commercial property insurance rates down. Cities that choose not to adopt the building codes or exclude parts of the code from adoption, have higher insurance costs. Every city is issued an ISO insurance rating, which assesses a community's ability to suppress fires and protects properties. The rating is used by insurance companies to set homeowners and commercial property insurance rates.

Building permits are generally required for any work that alters a building's structure, systems, or use, as well as for new construction. Common examples include new construction (homes, garages, sheds), additions, remodels, decks, and work on electrical, plumbing, or mechanical systems. Included in the list are water heater replacements. Improper installation of a water heater, particularly a gas water heater, can lead to significant risks, including gas leaks, carbon monoxide poisoning, fires, explosions, and water damage. Even electric water heaters pose risks like electrical shocks and fires if not installed correctly. The building permitting process involves reviewing plans prior to construction, and conducting inspections throughout the process. Without doubt, these requirements have prevented loss of life and property.

### *Applicable Ordinances*

Title 9 of the Syracuse Municipal Ordinance governs the city's Building Department. Chapter 9.05.030 says, "Building permit fees, plan review fees, and inspection fees shall be established by the City Council and adopted by resolution from time to time." Sections 9.15.010 through 9.15.060 explains that the city has adopted the International Building Code, Uniform Plumbing Code, National Electrical Code, Uniform Mechanical Code and Uniform Code for the Abatement of Dangerous Buildings. Ordinance 9.05.090 explains that penalties for not complying with the building regulations can be imposed. Penalties may include class B misdemeanor, recording a notice of violation on the property's title, close a building to occupancy, and/or impose civil fines or fees.

### *Goals of Discussion*

Better understand what items require a building permit and consider if changes to the adopted building codes are desired.

### *Attachments*

Supplemental information from the Building Official

My name is Brian Lemmons, I have been hired by Syracuse City as the Building Official.

I would like to take a few minutes to convey my feelings to the Mayor and Council on the importance of building permits and inspections. I have been employed here for 12 years and my main responsibility as the Building Official is to protect the citizens of Syracuse City during construction of their homes and businesses from mistakes made by contractors, these mistakes can range from an inconvenience like having electrical outlets spaced too far apart, or on the extreme end missed structural and life safety items that if left as they are would cause serious injury or death. My second responsibility is to protect the Syracuse City by making sure our homes and businesses are built safe and follow the building codes, structural engineer, and licensed architects' requirements. This can only be accomplished if I am able to inspect and this requires building permits.

I feel very passionate about my job and am proud to work for a city that supports the efforts of the building department and hopefully feel the job we do is as important as I feel about it.

I would love to answer any question you might have to help you better understand why building inspections and permits are an important service Syracuse City provides to the Citizens.

Thank you,

Brian Lemmons

Syracuse City Building Official

## 2021 International Residential Building Code

These are items that require a building permit as outlined in the building code.

### **R105.1 Required**

Any owner or owner's authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, **the installation of which is regulated by this code**, or to cause any such work to be performed, shall first make application to the building official and obtain the required permit.

#### This Includes

- 1- All new construction
- 2- All additions
- 3- Detached garages over 200 square feet
- 4- Water heaters
- 5- Furnace/ AC replacement
- 6- Gas fireplace installs

Basically anything like the building code R105.1 listed above states, things which are regulated by the code.

## 2021 International Residential Building Code

These are items that DO NOT require a building permit as outlined in the building code.

### **R105.2 Work Exempt From Permit**

#### Amendment

Exemption from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Permits shall not be required for the following:

#### **Building:**

1. Other than storm shelters, one-story detached accessory structures, provided that the floor area does not exceed 200 square feet (18.58 m<sup>2</sup>).
2. Fences not over 7 feet (2134 mm) high.
3. Retaining walls retaining less than 4 feet (1219mm) of unbalanced fill, unless supporting a surcharge or requiring design per Section R404.4.
4. Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons (18 927 L) and the ratio of height to diameter or width does not exceed 2 to 1.
5. Sidewalks and driveways.
6. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
7. Prefabricated swimming pools that are less than 24 inches (610 mm) deep.
8. Swings and other playground equipment.
9. Window awnings supported by an exterior wall that do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support.
10. Decks that are not more than 30 inches (762mm) above grade at any point and not requiring guardrails, that do not serve exit door required by Section R311.4.
11. Grade level, non-connected conex boxes, less than 350 square feet, used for storage only.

#### **Electrical:**

1. Listed cord-and-plug connected temporary decorative lighting.

2. Reinstallation of attachment plug receptacles but not the outlets therefor.
3. Replacement of branch circuit overcurrent devices of the required capacity in the same location.
4. Electrical wiring, devices, appliances, apparatus or equipment operating at less than 25 volts and not capable of supplying more than 50 watts of energy.
5. Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.

**Gas:**

1. Portable heating, cooking or clothes drying appliances.
2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
3. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

**Mechanical:**

1. Portable heating appliances.
2. Portable ventilation appliances.
3. Portable cooling units.
4. Steam, hot- or chilled-water piping within any heating or cooling equipment regulated by this code.
5. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
6. Portable evaporative coolers.
7. Self-contained refrigeration systems containing 10 pounds (4.54 kg) or less of refrigerant or that are actuated by motors of 1 horsepower (746 W) or less.
8. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

**Plumbing:**

1. The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in this code.
2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

These are items anyone with a home can do without a permit.

There are items that require permits, that are emergency situations which may happen on the weekends or holidays or at times the city is closed. These are items that would normally require permits before work can start but the code recognizes they need to be fixed as soon as they fail, these include

- 1- Water heaters
- 2- Furnace/ AC repairs
- 3- Electrical, main services or faulty wiring
- 4- Plumbing issues
- 5- Or other items that need to function for safety or comfort of the homeowner

This is what is published in the building code:

### **R105.2.1 Emergency Repairs**

Where equipment replacements and repairs must be performed in an emergency situation, the permit application shall be submitted within the next working business day to the building official.

Within the building code they allow these repairs to be completed without a permit to start work, but the code still wants them to be permitted and inspected for safety.



1000 Bishops Gate Blvd., Suite 300  
Mt. Laurel, NJ 08054

tel. 1 800 444-4554

February 18, 2025

Mr. Brian Lemmons, Building Official  
Syracuse  
1979 West 1900 South  
Syracuse, UT 8407

RE: Building Code Effectiveness Grading Schedule  
Syracuse, Davis County, UT

Dear Mr. Lemmons:

My name is Santa Reich and I represent ISO in our ongoing implementation of the Building Code Effectiveness Grading Schedule (BCEGS®). I am contacting you to begin the process of evaluating your building code enforcement program.

BCEGS was developed through the combined efforts of model building code organizations and the property/casualty insurance industry. The program evaluates a community's building code enforcement - focusing on mitigation of natural hazards. The intent is to encourage code compliant construction thus ultimately reducing catastrophe-related damage and lower insurance costs. The program also includes advisory premium discounts for property insurance written in jurisdictions with effective codes that are well-enforced. Please note that the Building Code Effectiveness Grading Schedule is an insurance underwriting and information rating tool. It is not for the purposes of determining compliance with any state or local law or regulation, nor is it for making property/casualty loss prevention or life safety recommendations.

ISO has a long history of evaluating fire protection, building code enforcement, and commercial properties across the nation. The results of our evaluations are one of many factors used to inform risk-decision making and insurance premium development for properties within your community.

I would like to meet with you February 2025. If the timing of this survey conflicts with your schedule, please notify me as soon as possible so that we can arrange a date which is convenient. I have enclosed a questionnaire to aid our discussions. During that meeting, we will review the questionnaire responses as well as supporting documentation.

If you should have any questions, please contact me.

Sincerely,

Santa Reich  
CellPhone: (303) 218-0343  
ivone.reich@verisk.com  
www.isomitigation.com

cc: Mr. Brody Bovero, City Manager  
Syracuse  
1979 West 1900 South  
Syracuse, UT 8407



## Jurisdiction Information

1. Jurisdiction Name: \_\_\_\_\_
- 1a. County: \_\_\_\_\_
- 1b. State: \_\_\_\_\_
2. Name of jurisdiction representative that filled out the questionnaire:  
\_\_\_\_\_
- Title: \_\_\_\_\_
3. 12-month reporting period used for this survey: \_\_\_\_\_

## Permitting Information

1. Provide the total number of permits issued in each category during the reporting period:

| <b>Commercial/Multifamily</b>           | Building | Electrical | Fuel Gas | Mechanical | Plumbing |
|-----------------------------------------|----------|------------|----------|------------|----------|
| New Buildings                           |          |            |          |            |          |
| Additions                               |          |            |          |            |          |
| Renovations                             |          |            |          |            |          |
| Manufactured/Modular                    |          |            |          |            |          |
| Roof Replacement                        |          |            |          |            |          |
| Other Building-Related <sup>A</sup>     |          |            |          |            |          |
| Other Non Building-Related <sup>B</sup> |          |            |          |            |          |

| <b>1 &amp; 2 Family Residential</b>     | Building | Electrical | Fuel Gas | Mechanical | Plumbing |
|-----------------------------------------|----------|------------|----------|------------|----------|
| New Buildings                           |          |            |          |            |          |
| Additions                               |          |            |          |            |          |
| Renovations                             |          |            |          |            |          |
| Manufactured/Modular                    |          |            |          |            |          |
| Roof Replacement                        |          |            |          |            |          |
| Other Building-Related <sup>A</sup>     |          |            |          |            |          |
| Other Non Building-Related <sup>B</sup> |          |            |          |            |          |

Note A: permits are building related; for example, barns, sheds, siding, decks, demolition and house moving, among others

Note B: permits are not building related; for example, pools, signs, and fences



## Code Adoption Information

### Adopted Codes

1. Provide information on the jurisdiction’s adopted codes below:

|     | <u>ICC</u> | <u>NFPA</u> | <u>IAPMO</u> | <u>Other</u> | <u>Edition<br/>Year</u> | <u>Effective<br/>Year</u> |
|-----|------------|-------------|--------------|--------------|-------------------------|---------------------------|
| 1a. |            |             |              |              |                         |                           |
| 1b. |            |             |              |              |                         |                           |
| 1c. |            |             |              |              |                         |                           |
| 1d. |            |             |              |              |                         |                           |
| 1e. |            |             |              |              |                         |                           |
| 1f. |            |             |              |              |                         |                           |
| 1g. |            |             |              |              |                         |                           |
| 1h. |            |             |              |              |                         |                           |
| 1i. |            |             |              |              |                         |                           |
| 1j. |            |             |              |              |                         |                           |
| 1k. |            |             |              |              |                         |                           |

If 'Other', please describe: \_\_\_\_\_  
\_\_\_\_\_

2. Provide ordinance/statute number adopting the current building code:

Commercial \_\_\_\_\_ Residential \_\_\_\_\_



## Appeals Board Information

1. Does the jurisdiction have a formal appeals process?

- Yes       No

If yes, indicate the authority who would hear appeals related to the building department's code interpretations:

- Building code board of appeals       Zoning board of appeals  
 City manager       City/Town council  
 Mayor       Other: \_\_\_\_\_

2. List appeals board members, their occupations, and building code-related training hours received in the reporting period.:

| Name | Occupation | Training Hours | Board Type                                                                  |
|------|------------|----------------|-----------------------------------------------------------------------------|
|      |            |                | <input type="checkbox"/> Commercial<br><input type="checkbox"/> Residential |
|      |            |                | <input type="checkbox"/> Commercial<br><input type="checkbox"/> Residential |
|      |            |                | <input type="checkbox"/> Commercial<br><input type="checkbox"/> Residential |
|      |            |                | <input type="checkbox"/> Commercial<br><input type="checkbox"/> Residential |
|      |            |                | <input type="checkbox"/> Commercial<br><input type="checkbox"/> Residential |
|      |            |                | <input type="checkbox"/> Commercial<br><input type="checkbox"/> Residential |



## Plan Review Information

1. Provide the total number of structural building code plan reviews performed in each category for the reporting period (include plan reviews performed by third parties):

**Commercial**

| New Buildings | Additions | Renovations | Manufactured/Modular | Roof Replacement | Other Building-Related | Other Non Building-Related |
|---------------|-----------|-------------|----------------------|------------------|------------------------|----------------------------|
|               |           |             |                      |                  |                        |                            |

**Residential**

| New Buildings | Additions | Renovations | Manufactured/Modular | Roof Replacement | Other Building-Related | Other Non Building-Related |
|---------------|-----------|-------------|----------------------|------------------|------------------------|----------------------------|
|               |           |             |                      |                  |                        |                            |

2. Does the department require plan reviews to be completed to verify compliance with the following codes?

|            |            |             |
|------------|------------|-------------|
| Electrical | Commercial | Residential |
| Fuel Gas   | Commercial | Residential |
| Mechanical | Commercial | Residential |
| Plumbing   | Commercial | Residential |

3. Provide the total number of electrical, fuel gas, mechanical, and plumbing plan reviews performed during the reporting period:

Commercial: \_\_\_\_\_ Residential: \_\_\_\_\_



## Inspection Information

1. Does the building department conduct field inspections for the following?

Commercial/Multifamily    Yes    No                      1 & 2 family residential    Yes    No

2. Provide the total number of inspections conducted for each category during the reporting period (include inspections performed by third parties):

| <b>Commercial/Multifamily</b>           | Building | Electrical | Fuel Gas | Mechanical | Plumbing |
|-----------------------------------------|----------|------------|----------|------------|----------|
| New Buildings                           |          |            |          |            |          |
| Additions                               |          |            |          |            |          |
| Renovations                             |          |            |          |            |          |
| Manufactured/Modular                    |          |            |          |            |          |
| Roof Replacement                        |          |            |          |            |          |
| Other Building-Related <sup>A</sup>     |          |            |          |            |          |
| Other Non Building-Related <sup>B</sup> |          |            |          |            |          |

| <b>1 &amp; 2 Family Residential</b>     | Building | Electrical | Fuel Gas | Mechanical | Plumbing |
|-----------------------------------------|----------|------------|----------|------------|----------|
| New Buildings                           |          |            |          |            |          |
| Additions                               |          |            |          |            |          |
| Renovations                             |          |            |          |            |          |
| Manufactured/Modular                    |          |            |          |            |          |
| Roof Replacement                        |          |            |          |            |          |
| Other Building-Related <sup>A</sup>     |          |            |          |            |          |
| Other Non Building-Related <sup>B</sup> |          |            |          |            |          |

Note A: building-related permit examples: barns, sheds, siding, decks, demolition and house moving, among others

Note B: Other non building related permit examples: pools, signs, fences, and retaining walls, among others



## Financial Information

1. Indicate the total fair market value or assessed value of all buildings in the jurisdiction served by the building department:

Fair market value: \$ \_\_\_\_\_ - or - Assessed value \$ \_\_\_\_\_

If the value above is the assessed value, show the percentage of fair market value used.  
\_\_\_\_ %

Year of most recent evaluation: \_\_\_\_\_

Indicate which of the following are not included in the above figure:

- |                                                 |                                              |                                       |
|-------------------------------------------------|----------------------------------------------|---------------------------------------|
| <input type="checkbox"/> educational facilities | <input type="checkbox"/> land value          | <input type="checkbox"/> other: _____ |
| <input type="checkbox"/> government buildings   | <input type="checkbox"/> military buildings  |                                       |
| <input type="checkbox"/> hospitals              | <input type="checkbox"/> religious buildings |                                       |

2. Indicate the reported construction cost for all projects permitted during the reporting period in each of the following categories. Include new construction, additions, and renovations.

Commercial: \_\_\_\_\_ Multifamily: \_\_\_\_\_

1 and 2 family

Residential: \_\_\_\_\_ Manufactured / modular homes: \_\_\_\_\_

3. How does the department determine the construction cost for a project?

- |                                                                     |                                             |
|---------------------------------------------------------------------|---------------------------------------------|
| <input type="checkbox"/> Model building code table without revision | <input type="checkbox"/> Builder/Contractor |
| <input type="checkbox"/> Model building code table with revision    | <input type="checkbox"/> Other _____        |

4. What were the operating expenditures, including salaries and overhead, for all building department activities during the reporting period? \$ \_\_\_\_\_

5. What were the building department's training expenditures in the reporting period? \$ \_\_\_\_\_  
Note: Expenditures include course fees, meals, and travel expenses but not salaries for the time spent in training.

6. Indicate total expenditures spent on public awareness programs in the reporting period.  
\$ \_\_\_\_\_

7. How are the building department's operations funded?

- |                                                           |                                            |
|-----------------------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> General Fund                     | <input type="checkbox"/> Enterprise System |
| <input type="checkbox"/> Combination: General Fund _____% | Enterprise System _____%                   |



## Floodplain Management

1. Does the community have a FEMA defined and regulated floodplain, and/or any other areas where the community's flood damage prevention regulations would apply?

Yes       No

***If yes, please provide responses to the remaining questions in this section.***

2. Does the jurisdiction allow construction in the floodplain?

Yes       No

3. What is the freeboard requirement for construction in the floodplain? \_\_\_\_

4. Number of permits issued in the floodplain during the reporting period: \_\_\_\_

5. Number of variances from NFIP requirements granted during the reporting period: \_\_\_\_

6. Are manufactured homes allowed to be placed in the floodplain?

Yes       No

If yes, who regulates such placements? \_\_\_\_\_

7. Does the jurisdiction regulate the placement of manufactured homes on foundation systems in the floodplain?

Yes       No

If yes, which local department regulates such placements?

Building Department       Zoning Department       Housing Department  
 Engineering Department       Health Department

8. Are NFIP elevation certificates required for construction or development in the floodplain?

Yes       No

If no, what elevation information is collected during the permitting process?

Flood Zone       Base flood elevation       Lowest floor elevation  
 Lowest adjacent grade elevation       None

9. Are any of the following design certifications required for construction in the floodplain?

V-zone (coastal) design certification  
 Nonresidential floodproofing design certification  
 Engineered flood openings certificate  
 None

10. Which state regulations affecting construction in the floodplain are enforced locally?

Freeboard       More restrictive floodway       Erosion setbacks       None



11. Indicate any outside authorities that regulate construction in the floodplain within your jurisdiction:

---

12. Does the jurisdiction have a public awareness program for flood mitigation as it relates to new construction?

Yes       No

If yes, check all that apply:

- Presentations to civic groups, architects, contractors, trade schools
- Pamphlets for general public
- Department website
- TV/Radio spots
- Newspaper articles
- Newsletters

## Employee Data Sheet

*To be completed by building official and every department employee involved in the conducting of plan reviews and inspections.*

Employee Name: \_\_\_\_\_ Title: \_\_\_\_\_

### Continuing Education

*Provide total number of documented training hours received during the reporting period for each category (see Glossary)*

Administration of codes \_\_\_\_\_ hrs  
 Legal aspects of code enforcement \_\_\_\_\_ hrs  
 Being mentored in code application \_\_\_\_\_ hrs  
 Technical aspect of code enforcement \_\_\_\_\_ hrs

### Design & Professional Certifications

Graduate or Licensed Architect   
 Graduate or Licensed Engineer   
 Master Code Professional

### Experience

*Provide aggregate number years of experience for each of the following functions::*

a. Performing plan reviews \_\_\_\_\_ yrs  
 b. Performing inspections \_\_\_\_\_ yrs  
 c. Administrative duties  
*(as a building official only)* \_\_\_\_\_ yrs  
 d. Code enforcement experience  
*(a + b + c = d)* \_\_\_\_\_ yrs  
 Construction experience  
*(prior to years in code enforcement)* \_\_\_\_\_ yrs  
 Working in code enforcement  
 for this jurisdiction \_\_\_\_\_ yrs

### Hours and Responsibilities

Average weekly hours worked \_\_\_\_\_ hrs Weekly hours spent on administration \_\_\_\_\_ hrs  
*(sum of all hours indicated in items A through T below plus administration time)* *(building official only, See Glossary)*

Weekly hours supervising plan reviewers \_\_\_\_\_ hrs Weekly hours supervising inspectors \_\_\_\_\_ hrs

*NOTE: hours spent supervising should be included as part of the time spent in plan review or inspection in items A through T below.*

*INSTRUCTIONS: Enter the average hours worked per week for each category in items A through T below. If work hours are indicated, check the 'Certified' box if you hold certification in that category.*

### **Inspection**

| <b>Commercial</b> | Hours | Certified                | ISO Use                  | <b>Residential</b> | Hours | Certified                | ISO Use                  |
|-------------------|-------|--------------------------|--------------------------|--------------------|-------|--------------------------|--------------------------|
| A. Building       |       | <input type="checkbox"/> | <input type="checkbox"/> | F. Building        |       | <input type="checkbox"/> | <input type="checkbox"/> |
| B. Electrical     |       | <input type="checkbox"/> | <input type="checkbox"/> | G. Electrical      |       | <input type="checkbox"/> | <input type="checkbox"/> |
| C. Fuel Gas       |       | <input type="checkbox"/> | <input type="checkbox"/> | H. Fuel Gas        |       | <input type="checkbox"/> | <input type="checkbox"/> |
| D. Mechanical     |       | <input type="checkbox"/> | <input type="checkbox"/> | I. Mechanical      |       | <input type="checkbox"/> | <input type="checkbox"/> |
| E. Plumbing       |       | <input type="checkbox"/> | <input type="checkbox"/> | J. Plumbing        |       | <input type="checkbox"/> | <input type="checkbox"/> |

### **Plan Review**

| <b>Commercial</b> | Hours | Certified                | ISO Use                  | <b>Residential</b> | Hours | Certified                | ISO Use                  |
|-------------------|-------|--------------------------|--------------------------|--------------------|-------|--------------------------|--------------------------|
| K. Building       |       | <input type="checkbox"/> | <input type="checkbox"/> | P. Building        |       | <input type="checkbox"/> | <input type="checkbox"/> |
| L. Electrical     |       | <input type="checkbox"/> | <input type="checkbox"/> | Q. Electrical      |       | <input type="checkbox"/> | <input type="checkbox"/> |
| M. Fuel Gas       |       | <input type="checkbox"/> | <input type="checkbox"/> | R. Fuel Gas        |       | <input type="checkbox"/> | <input type="checkbox"/> |
| N. Mechanical     |       | <input type="checkbox"/> | <input type="checkbox"/> | S. Mechanical      |       | <input type="checkbox"/> | <input type="checkbox"/> |
| O. Plumbing       |       | <input type="checkbox"/> | <input type="checkbox"/> | T. Plumbing        |       | <input type="checkbox"/> | <input type="checkbox"/> |

| Entity Name                                                   | Date Applied | Date Issued | Project Type    |                 |                |
|---------------------------------------------------------------|--------------|-------------|-----------------|-----------------|----------------|
| 1612 West 700 South, 101A Monterey Estates (A/C)              | 03/26/2024   | 03/26/2024  | Air Conditioner | Project Type    | Number in 2024 |
| 2331 South 600 West, 229 Whisperwood Estates (A/C)            | 05/22/2024   | 05/22/2024  | Air Conditioner | Air Conditioner | 16             |
| 1987 South 2830 West, 811 Fremont Estates (A/C)               | 06/14/2024   | 06/14/2024  | Air Conditioner | Basement Finish | 63             |
| 2134 South 1230 West, 408 Harvest Point (A/C)                 | 06/17/2024   | 06/17/2024  | Air Conditioner | Furnance        | 26             |
| 2883 Trailside Drive, 56 Trailside Park (A/C)                 | 06/19/2024   | 06/19/2024  | Air Conditioner | Furnace/AC      | 84             |
| 4046 W 1425 S, LOT 513 BRIDGEWAY ISLAND ( AIR COND)           | 06/19/2024   | 06/19/2024  | Air Conditioner | Water Heater    | 44             |
| 2086 W 1275 S, LOT 14 COUNTRY CROSSING ( Air Conditioner)     | 06/21/2024   | 06/21/2024  | Air Conditioner | Total           | 233            |
| 1362 S Marilyn Drive, 90 Marilyn Acres (AC)                   | 06/27/2024   | 06/27/2024  | Air Conditioner |                 |                |
| 1851 West 1300 South, 16 Cottages (AC)                        | 07/15/2024   | 07/15/2024  | Air Conditioner |                 |                |
| 1678 West 2175 South, 48 Hillsboro (AC)                       | 07/18/2024   | 07/18/2024  | Air Conditioner |                 |                |
| 1255 Spyglass Hill Road, 310 Highlands at Glen Eagle (A/C)    | 07/24/2024   | 07/24/2024  | Air Conditioner |                 |                |
| 3369 S Alder LN, (1780 W), LOT 235 Still Water (AC)           | 07/31/2024   | 07/31/2024  | Air Conditioner |                 |                |
| 2376 W 2200 S, LOT 2 COUNTRY BLUFF (AIR COND)                 | 08/09/2024   | 08/09/2024  | Air Conditioner |                 |                |
| 2207 South 550 West, 31 Brookshire (A/C)                      | 08/16/2024   | 08/16/2024  | Air Conditioner |                 |                |
| 1713 W 1500 S, LOT 2 BANBURY PLACE (AIR CONDITIONER)          | 09/10/2024   | 09/10/2024  | Air Conditioner |                 |                |
| 786 South 1600 West, 204 Laurelwood (A/C - Mini Split)        | 12/17/2024   | 12/17/2024  | Air Conditioner |                 |                |
| 2277 West 1100 South, 237 Canterbury Crossing (BSM)           | 12/19/2023   | 01/04/2024  | Basement Finish |                 |                |
| 832 South 4000 West, 306 Criddle Farms North (BSM Finish)     | 01/02/2024   | 01/05/2024  | Basement Finish |                 |                |
| 2741 South Allison Way, Lot 103 RC's Parkwest (Basement)      | 12/27/2023   | 01/08/2024  | Basement Finish |                 |                |
| 769 West 2010 South, 4 Gateway (BSM)                          | 01/14/2024   | 01/17/2024  | Basement Finish |                 |                |
| 2213 West 1100 South, 3 Canterbury Corners (Basement Finish)  | 01/02/2024   | 01/20/2024  | Basement Finish |                 |                |
| 628 West 2975 South, 303 Wasatch Villas (BSM)                 | 01/18/2024   | 01/22/2024  | Basement Finish |                 |                |
| 1417 S Doral Drive, 28 Crofter's Glen (BSM)                   | 02/03/2024   | 02/05/2024  | Basement Finish |                 |                |
| 1979 South 3475 West, 224 Grayson Ridge East (BSM)            | 02/03/2024   | 02/08/2024  | Basement Finish |                 |                |
| 994 S 4000 W, LOT 13 CRIDDLE FARMS SOUTH (BASEMENT)           | 02/09/2024   | 02/16/2024  | Basement Finish |                 |                |
| 3072 South 1325 West, 307 Carlton Place (BSM)                 | 02/14/2024   | 02/22/2024  | Basement Finish |                 |                |
| 4081 WEST 1235 SOUTH, 607 BRIDGEWAY ISLAND (BSM)              | 02/26/2024   | 02/26/2024  | Basement Finish |                 |                |
| 1103 South 4050 West, 21 Criddle Farms South (BSM)            | 02/16/2024   | 02/27/2024  | Basement Finish |                 |                |
| 2861 S Bluff Rd Unit A, Lot 162 RC's Parkwest (BSM)           | 02/27/2024   | 03/01/2024  | Basement Finish |                 |                |
| 837 West 2985 South, 83 Walnut Grove (BSM)                    | 02/27/2024   | 03/02/2024  | Basement Finish |                 |                |
| 4183 W 920 S, LOT 222 CRIDDLE FARMS NORTH (BASEMENT)          | 03/19/2024   | 04/02/2024  | Basement Finish |                 |                |
| 4617 W Blue Heron Circle, 307 Simpson Springs (BSM)           | 03/19/2024   | 04/04/2024  | Basement Finish |                 |                |
| 1934 Heritage Pkwy, 56 Heritage Crossing (BSM)                | 03/20/2024   | 04/11/2024  | Basement Finish |                 |                |
| 828 South 3050 West, 224 The Bluff at Lakeview Farms (BSM)    | 04/09/2024   | 04/11/2024  | Basement Finish |                 |                |
| 3271 S 930 West, Lot 11 Silver Lake Estates (BSM WALKOUT)     | 04/07/2024   | 04/15/2024  | Basement Finish |                 |                |
| 3008 South 600 West, 708 Wasatch Villas (BSM)                 | 04/10/2024   | 04/15/2024  | Basement Finish |                 |                |
| 2784 S 1720 W, UNIT B, LOT 145 RC'S PARKWEST (BSM)            | 04/24/2024   | 04/26/2024  | Basement Finish |                 |                |
| 827 South 4230 West 434 Criddle Farms North (BSM)             | 04/29/2024   | 04/29/2024  | Basement Finish |                 |                |
| 3482 West Carters Way, 404 Grayson Ridge East (BSM)           | 04/29/2024   | 05/01/2024  | Basement Finish |                 |                |
| 1638 W Dallas Street, LOT 39 Village Cottages (BSM)           | 05/01/2024   | 05/03/2024  | Basement Finish |                 |                |
| 664 S 1400 W, Lot 218 Monterey Estates (BSM)                  | 05/01/2024   | 05/09/2024  | Basement Finish |                 |                |
| 4078 West 750 South, 322 Criddle Farms North (BSM)            | 04/14/2024   | 05/10/2024  | Basement Finish |                 |                |
| 1381 W 600 S, LOT 319 MONTEREY EST. (BASEMENT)                | 05/03/2024   | 05/20/2024  | Basement Finish |                 |                |
| 3002 South 600 West, 709 Wasatch Villas (BSM)                 | 05/06/2024   | 05/21/2024  | Basement Finish |                 |                |
| 1392 West 1950 South, 24 Antelope Run (BSM)                   | 05/28/2024   | 06/04/2024  | Basement Finish |                 |                |
| 1044 South 4050 West, 45 Criddle Farms South (BSM)            | 05/29/2024   | 06/04/2024  | Basement Finish |                 |                |
| 1977 South 3720 West, 102 Grayson West (BSM)                  | 06/06/2024   | 06/17/2024  | Basement Finish |                 |                |
| 3398 S 930 W, LOT 47 SILVER LAKE EST (BSM)                    | 06/06/2024   | 06/18/2024  | Basement Finish |                 |                |
| 1983 South 850 West, 27 Gateway (BSM)                         | 06/10/2024   | 06/23/2024  | Basement Finish |                 |                |
| 3032 S 1325 W, Lot 309 Carlton Place (basement)               | 06/21/2024   | 06/28/2024  | Basement Finish |                 |                |
| 1099 South 1925 West, 41 Siena Villas (BSM)                   | 06/25/2024   | 07/02/2024  | Basement Finish |                 |                |
| 862 S Steed Drive, 307 Bluff at Lakeview Farms, (BSM)         | 06/26/2024   | 07/17/2024  | Basement Finish |                 |                |
| 2303 West 1100 South, 235 Canterbury Crossing (BSM)           | 07/16/2024   | 07/29/2024  | Basement Finish |                 |                |
| 1019 Banbury Drive, 308 Heritage Crossing (BSM APT & WALKOUT) | 06/26/2024   | 08/05/2024  | Basement Finish |                 |                |
| 3931 West 910 South, 118 Legend Point (BSM)                   | 07/18/2024   | 08/05/2024  | Basement Finish |                 |                |
| 3468 West Jupiter Hills Dr, Lot 1104 Muirfield (BSM)          | 07/29/2024   | 08/07/2024  | Basement Finish |                 |                |
| 2695 West 2175 South, 519 Fremont Estates (BSM)               | 06/23/2024   | 08/19/2024  | Basement Finish |                 |                |
| 876 South 4230 West, 215 Criddle Farms North (BSM)            | 06/26/2024   | 08/19/2024  | Basement Finish |                 |                |
| 2812 S 1720 W Unit A, LOT 151 RC'S PARKWEST (BSM)             | 08/12/2024   | 08/20/2024  | Basement Finish |                 |                |
| 4203 W 920 S, LOT 221 CRIDDLE FARMS NORTH (BASEMENT)          | 07/31/2024   | 08/21/2024  | Basement Finish |                 |                |
| 1104 S 4090 W, LOT 35 CRIDDLE FARMS (BASEMENT)                | 08/12/2024   | 08/21/2024  | Basement Finish |                 |                |
| 1131 South 2750 West, 201 Wilcox Meadows (BSM)                | 07/25/2024   | 08/27/2024  | Basement Finish |                 |                |
| 2879 West 1150 South, 135 Wilcox Meadows (BSM)                | 08/24/2024   | 09/12/2024  | Basement Finish |                 |                |
| 1425 W VALERIE COURT, LOT 110 MARYILN ACRES (BSM CRAFT ROOM)  | 09/03/2024   | 09/14/2024  | Basement Finish |                 |                |
| 1159 S 4050 W, LOT 25 CRIDDLE FARMS SOUTH (BSM)               | 09/04/2024   | 09/16/2024  | Basement Finish |                 |                |

| Entity Name                                                           | Date Applied | Date Issued | Project Type    |  |  |
|-----------------------------------------------------------------------|--------------|-------------|-----------------|--|--|
| 1555 W 700 S, (PREV FINISHED BSM)                                     | 09/17/2024   | 09/19/2024  | Basement Finish |  |  |
| 3482 West Jupiter Hills Drive, 1103 Muirfield (BSM)                   | 09/19/2024   | 09/20/2024  | Basement Finish |  |  |
| 2926 South 1200 West, 125 North Ranch (BSM)                           | 09/20/2024   | 10/02/2024  | Basement Finish |  |  |
| 1714 W 2770 S, Lot 125 RC's Parkwest (BSM)                            | 10/02/2024   | 10/18/2024  | Basement Finish |  |  |
| 796 South 4110 West, 528 Criddle Farms North (BSM)                    | 10/10/2024   | 10/21/2024  | Basement Finish |  |  |
| 2853 S 3000 W, (BASEMENT)                                             | 10/22/2024   | 10/24/2024  | Basement Finish |  |  |
| 1362 West 2050 South, 209 Harvest Point (BSM)                         | 10/08/2024   | 11/01/2024  | Basement Finish |  |  |
| 593 WEST 3100 SOUTH, LOT 716 Wasatch Villas (BSM)                     | 10/22/2024   | 11/07/2024  | Basement Finish |  |  |
| 1704 West 2770 South, 126 RC'S PARKWEST (BSM)                         | 10/30/2024   | 12/02/2024  | Basement Finish |  |  |
| 3773 West 910 South, 126 Legend Point (BSM)                           | 11/12/2024   | 12/06/2024  | Basement Finish |  |  |
| 1199 West 2175 South, 645 Hawthorn (BSM)                              | 12/09/2024   | 12/12/2024  | Basement Finish |  |  |
| 4156 West 800 South, 416 Criddle Farms North, (BSM)                   | 12/03/2024   | 12/19/2024  | Basement Finish |  |  |
| 786 South 1600 West, 204 Laurelwood (BSM)                             | 12/12/2024   | 12/26/2024  | Basement Finish |  |  |
| 2781 South Allison Way, Lot 106 RC's Parkwest (BSM)                   | 12/10/2024   | 12/31/2024  | Basement Finish |  |  |
| 1867 Trailside Drive, Pad 7 Trailside Park (Furnace)                  | 01/04/2024   | 01/04/2024  | Furnace         |  |  |
| 2876 West 2025 South, 710 Fremont Estates (Furnace)                   | 01/10/2024   | 01/10/2024  | Furnace         |  |  |
| 2931 South 1260 West, 241 North Ranch (Furnace)                       | 01/29/2024   | 01/29/2024  | Furnace         |  |  |
| 1813 West 2525 South, 46 Linda Vista (Furnace)                        | 01/29/2024   | 01/29/2024  | Furnace         |  |  |
| 1911 S Allison Way, 25 Allison Acres (Furnace)                        | 02/13/2024   | 02/13/2024  | Furnace         |  |  |
| 3660 S Clearwater Way, Lot 523 Stillwater Lake Estates (Furnace)      | 02/15/2024   | 02/15/2024  | Furnace         |  |  |
| 1436 S Troon Drive, LOT 48 CROFTERS COVE (FURNACE)                    | 02/23/2024   | 02/23/2024  | Furnace         |  |  |
| 978 South Killarney Drive, 803 Muirfield (Furnace)                    | 02/28/2024   | 02/28/2024  | Furnace         |  |  |
| 2360 South 900 West, 112 Whisperwood Estates (Furnace)                | 03/07/2024   | 03/07/2024  | Furnace         |  |  |
| 1776 W Heritage Parkway, LOT 48 HERITAGE CROSSING (FURNACE)           | 03/07/2024   | 03/07/2024  | Furnace         |  |  |
| 1139 St Andrews Dr, LOT 810 THE HIGHLANDS (FURNACE)                   | 03/15/2024   | 03/15/2024  | Furnace         |  |  |
| 915 W 2400 S, LOT 102 WHISPERWOOD (FURNACE)                           | 03/19/2024   | 03/19/2024  | Furnace         |  |  |
| 573 W 2300 S, Lot 40 Mtn View Estates (3 Furnaces)                    | 04/04/2024   | 04/04/2024  | Furnace         |  |  |
| 1059 W 2600 S Cir, LOT 4 PAMELA JEAN EST (FURNACE)                    | 04/19/2024   | 04/19/2024  | Furnace         |  |  |
| 1240 South 1650 West, 45 Village Cottages (Furnace)                   | 04/22/2024   | 04/22/2024  | Furnace         |  |  |
| 803 West 2800 South, 27 Walnut Grove (Furnace)                        | 04/30/2024   | 04/30/2024  | Furnace         |  |  |
| 4122 W 1315 S, LOT 327 Bridgeway Island (Furnace X2 & HEAT CONDENSOR) | 06/12/2024   | 06/13/2024  | Furnace         |  |  |
| 1452 West 1700 South, (FURNACE)                                       | 09/05/2024   | 09/05/2024  | Furnace         |  |  |
| 1115 West 2700 South, 4 Barber Acres (Furnace)                        | 09/16/2024   | 09/16/2024  | Furnace         |  |  |
| 3004 South 800 West, 89 Walnut Grove (Furnace)                        | 10/10/2024   | 10/10/2024  | Furnace         |  |  |
| 1756 S Doral Drive, 29 Miller Springs (Furnace/Heat Pump)             | 11/07/2024   | 11/07/2024  | Furnace         |  |  |
| 3792 W Jupiter Hills Dr, Lot 902 Muirfield (Furnace)                  | 11/13/2024   | 11/13/2024  | Furnace         |  |  |
| 3520 W Inverness Drive, Lot 205 Inverness (Furnace)                   | 11/19/2024   | 11/19/2024  | Furnace         |  |  |
| 2163 South 1730 West, Lot 40 Hillsboro (FURNACE)                      | 12/03/2024   | 12/03/2024  | Furnace         |  |  |
| 2988 South 1000 West (Furnace)                                        | 12/05/2024   | 12/05/2024  | Furnace         |  |  |
| 2479 West 2150 South, 14 Hunter's Crossing (Furnace)                  | 12/12/2024   | 12/12/2024  | Furnace         |  |  |
| 1364 West 1625 South, 8 Stoker Lane Estates (Furnace/AC)              | 01/08/2024   | 01/08/2024  | Furnace/AC      |  |  |
| 2092 South 3400 West, 72 Ranchettes West (Furnace/AC)                 | 01/17/2024   | 01/17/2024  | Furnace/AC      |  |  |
| 1130 South 2100 West, 21 Stratford Court (Furnace/AC)                 | 01/24/2024   | 01/24/2024  | Furnace/AC      |  |  |
| 1605 W 1375 S Lot 58 The Cottages (FUR/AC)                            | 01/26/2024   | 01/26/2024  | Furnace/AC      |  |  |
| 484 South 3000 West (Furnace/AC)                                      | 02/13/2024   | 02/13/2024  | Furnace/AC      |  |  |
| 1826 South 2350 West, 28 Smedley Acres (Furnace/AC)                   | 02/15/2024   | 02/15/2024  | Furnace/AC      |  |  |
| 2103 S 2125 W, LOT 82 HUNTERS CROSSING (FUR/AC)                       | 03/07/2024   | 03/07/2024  | Furnace/AC      |  |  |
| 1700 W 1830 S, LOT 89 HILLSBORO (FUR/AC)                              | 03/07/2024   | 03/07/2024  | Furnace/AC      |  |  |
| 1043 W 2000 S, LOT 311 KELLER CROSSING (MINI-SPLIT-FUR/AC)            | 03/07/2024   | 03/07/2024  | Furnace/AC      |  |  |
| 853 West 1920 South #D, LOT 20 SUNSET PARK VILLAS (FUR/AC)            | 03/07/2024   | 03/07/2024  | Furnace/AC      |  |  |
| 1536 W 2925 S, LOT 14 KARA (FUR/AC/TNK W.HEATER)                      | 03/08/2024   | 03/08/2024  | Furnace/AC      |  |  |
| 2873 West 2175 South, 317 Fremont Estates (Furn/AC)                   | 03/11/2024   | 03/11/2024  | Furnace/AC      |  |  |
| 1165 South 2100 West, 1 Stratford Court (Furnace/Heat Pump)           | 03/13/2024   | 03/13/2024  | Furnace/AC      |  |  |
| 2552 S 1875 W, Lot 61 Linda Vista (Furn/AC)                           | 03/26/2024   | 03/26/2024  | Furnace/AC      |  |  |
| 3379 West 2200 South, 101 Ranchettes West (Furn/AC)                   | 03/27/2024   | 03/27/2024  | Furnace/AC      |  |  |
| 3307 South Bluff Drive, 8 Bluff Road (FURN/AC)                        | 04/09/2024   | 04/09/2024  | Furnace/AC      |  |  |
| 1532 S Marilyn Drive, 76 Marilyn Acres (Furn/AC)                      | 04/23/2024   | 04/23/2024  | Furnace/AC      |  |  |
| 2420 South 1475 West, 1 Cobblestone Lane (Furn/AC)                    | 04/29/2024   | 04/29/2024  | Furnace/AC      |  |  |
| 831 W 3050 S, LOT 20 Bennett Legacy Estates (Furnace/A/C)             | 04/30/2024   | 04/30/2024  | Furnace/AC      |  |  |
| 3111 South 1000 West (2 Furn/2 A/C)                                   | 04/30/2024   | 04/30/2024  | Furnace/AC      |  |  |
| 961 S SPYGLASS HILL RD, 1014A HIGHLANDS AT GLEN EAGLE (FURN/AC)       | 05/01/2024   | 05/01/2024  | Furnace/AC      |  |  |
| 1985 W 2175 S, Lot 50 Syracuse Village (Furn/Heat Pump)               | 05/14/2024   | 05/14/2024  | Furnace/AC      |  |  |
| 1763 W 3025 S, LOT 108 Trailside Park (Mini Split)                    | 05/16/2024   | 05/16/2024  | Furnace/AC      |  |  |
| 2331 S 600 W, LOT 229 WHISPERWOOD (FUR/AC)                            | 05/31/2024   | 05/31/2024  | Furnace/AC      |  |  |
| 1816 West 1175 South, 9 Kensington Park (Furnace/AC)                  | 06/04/2024   | 06/04/2024  | Furnace/AC      |  |  |

| Entity Name                                                                 | Date Applied | Date Issued | Project Type |  |  |
|-----------------------------------------------------------------------------|--------------|-------------|--------------|--|--|
| 1131 West 2800 South, 21 Barber Acres (Furnace/AC)                          | 06/05/2024   | 06/05/2024  | Furnace/AC   |  |  |
| 1963 South 585 West, 331 Gateway (Furnace/AC)                               | 06/05/2024   | 06/05/2024  | Furnace/AC   |  |  |
| 2488 South 1475 West, 54 Parkwood Estates (Furnace/A/C)                     | 06/06/2024   | 06/06/2024  | Furnace/AC   |  |  |
| 1946 West 2175 South, 3 Syracuse Village (Furn/Heat Pump)                   | 06/06/2024   | 06/06/2024  | Furnace/AC   |  |  |
| 1445 S Prestwick Drive, 208 Prestwick (Furn/Heat Pump)                      | 06/11/2024   | 06/11/2024  | Furnace/AC   |  |  |
| 1236 West 3150 South, 212 Country Garden Estates (Furnace/A/C)              | 06/18/2024   | 06/18/2024  | Furnace/AC   |  |  |
| 1475 S Evalin Circle, 24 Banbury Place (MINI SPLIT, FURNACE/HEAT PUMP)      | 06/18/2024   | 06/18/2024  | Furnace/AC   |  |  |
| 1911 West 1225 South, 5 Village Cottages (Furnace/A/C)                      | 06/19/2024   | 06/19/2024  | Furnace/AC   |  |  |
| 2963 West 2075 South, 910 Fremont Estates (Furn/A/C)                        | 06/19/2024   | 06/19/2024  | Furnace/AC   |  |  |
| 2817 West 2225 South, 44 Eagles Estates (Furnace/A/C/HEAT PUMP)             | 06/20/2024   | 06/20/2024  | Furnace/AC   |  |  |
| 1949 S 585 W, LOT 330 GATEWAY (FUR/AC)                                      | 06/21/2024   | 06/21/2024  | Furnace/AC   |  |  |
| 2201 W 1500 S, LOT 29 CANTERBURY CROSSING ( FUR/AC)                         | 06/21/2024   | 06/21/2024  | Furnace/AC   |  |  |
| 3599 West 850 South, 419 Rock Creek (Furn/AC/UV LIGHT/HUMIDIFIER)           | 06/24/2024   | 06/24/2024  | Furnace/AC   |  |  |
| 3418 S 550 W, LOT 43 Sunset Farms (FURNACE/A/C/HEAT PUMP)                   | 06/26/2024   | 06/26/2024  | Furnace/AC   |  |  |
| 907 W 1840 S #D, LOT 78 Sunset Park Villas (Furnace/AC)                     | 06/26/2024   | 06/26/2024  | Furnace/AC   |  |  |
| 1853 W. Trailside Drive, Pad 8, Trailside Park (Furnace/AC)                 | 06/26/2024   | 06/26/2024  | Furnace/AC   |  |  |
| 3421 West 2400 South, 148 Tuscany Meadows (Furnace/AC)                      | 07/02/2024   | 07/02/2024  | Furnace/AC   |  |  |
| 2462 South 900 West, 38 Jacobs Well (Furnace)                               | 07/06/2024   | 07/06/2024  | Furnace/AC   |  |  |
| 1384 South 4100 West, 516 Bridgeway Island (Furnace/AC)                     | 07/09/2024   | 07/09/2024  | Furnace/AC   |  |  |
| 1439 S 2600 W, 37 Huckleberry (Furnace & Heat Pump Replacement)             | 07/11/2024   | 07/11/2024  | Furnace/AC   |  |  |
| 1902 S 1485 W, LOT 3 ANTELOPE RUN (FUR/AC/W.HEATER)                         | 07/12/2024   | 07/12/2024  | Furnace/AC   |  |  |
| 743 South 3050 West, 214 Bluff at Lakeview Farms (Furn/AC)                  | 07/15/2024   | 07/15/2024  | Furnace/AC   |  |  |
| 1074 Killarney Dr, Lot 603 Muirfield (FUR/AC/COIL/THERMASTAT)               | 07/19/2024   | 07/19/2024  | Furnace/AC   |  |  |
| 2755 West 2850 South, 44 Syracuse Meadows (/A/C)                            | 07/23/2024   | 07/23/2024  | Furnace/AC   |  |  |
| 1527 South 2750 West, 9 Arlington Estates (Furnace/AC)                      | 07/23/2024   | 07/23/2024  | Furnace/AC   |  |  |
| 1093 West 2150 South, 703 Harvest Point (Furn/Heat Pump)                    | 07/30/2024   | 07/30/2024  | Furnace/AC   |  |  |
| 1358 West 2375 South, 30 Hawthorn (Furnace/AC)                              | 07/31/2024   | 07/31/2024  | Furnace/AC   |  |  |
| 1413 David Drive, 127 Marilyn Acres (Furnace/AC)                            | 08/06/2024   | 08/06/2024  | Furnace/AC   |  |  |
| 2276 S Doral Drive, Lot 322 Tuscany Meadows (FUR/AC)                        | 08/09/2024   | 08/09/2024  | Furnace/AC   |  |  |
| 611 West 2150 South, 312 Cook's Country Cove (Furnace/AC)                   | 08/13/2024   | 08/13/2024  | Furnace/AC   |  |  |
| 3304 S Bluff Drive, LOT 25 BLUFF ROAD (FUR/HEAT PUMP)                       | 08/13/2024   | 08/13/2024  | Furnace/AC   |  |  |
| 3875 West Formby Drive, 108 Prestwick (Furn/Heat Pump)                      | 08/15/2024   | 08/15/2024  | Furnace/AC   |  |  |
| 2707 West 2175 South, 520 Fremont Estates (Furnace/H/Pump)                  | 08/16/2024   | 08/16/2024  | Furnace/AC   |  |  |
| 2125 West 2175 South, 16 West Sunset View Estates, (Furnace/AC)             | 08/26/2024   | 08/26/2024  | Furnace/AC   |  |  |
| 3784 S 600 W, LOT 6 HARMONY BLUFF (FUR/AC)                                  | 09/05/2024   | 09/05/2024  | Furnace/AC   |  |  |
| 2359 S 3300 W, LOT 130 TUSCANY MEADOWS (AIR COND)                           | 09/06/2024   | 09/06/2024  | Furnace/AC   |  |  |
| 1736 S DORAL DR, LOT 30 MILLER SPRINGS (FUR/AC)                             | 09/13/2024   | 09/13/2024  | Furnace/AC   |  |  |
| 1291 W 3150 S, LOT 219 Country Garden Estates (Furnace/AC)                  | 09/16/2024   | 09/16/2024  | Furnace/AC   |  |  |
| 3778 S 600 W, Lot 5 Harmony Bluff Estates (Furnace/AC)                      | 09/17/2024   | 09/17/2024  | Furnace/AC   |  |  |
| 1396 West 2325 South, 9 Hawthorn (Furnace/AC)                               | 09/26/2024   | 09/26/2024  | Furnace/AC   |  |  |
| 933 West 2010 South, LOT 15 GATEWAY (FURN/AC)                               | 09/27/2024   | 09/27/2024  | Furnace/AC   |  |  |
| 2483 West 780 South, 1 Stoddard Ridge (Furnace/Heat Pump)                   | 10/01/2024   | 10/01/2024  | Furnace/AC   |  |  |
| 2482 South Allison Way, 186 RC's Parkwest (Furn/Heat Pump)                  | 10/02/2024   | 10/02/2024  | Furnace/AC   |  |  |
| 757 South 3050 West, 215 Bluff at Lakeview Farms (Furnace/A/C)              | 10/03/2024   | 10/03/2024  | Furnace/AC   |  |  |
| 1384 South 1000 West (Furnace/AC)                                           | 10/15/2024   | 10/15/2024  | Furnace/AC   |  |  |
| 1206 West 1350 South, 50 Villa Vista (Furnace/AC)                           | 10/15/2024   | 10/15/2024  | Furnace/AC   |  |  |
| 1568 W 2890 S, Lot 25 Kara Estates (Fur/AC)                                 | 10/16/2024   | 10/16/2024  | Furnace/AC   |  |  |
| 2747 West 2700 South, 17 Syracuse Meadows (Furn/AC)                         | 10/21/2024   | 10/21/2024  | Furnace/AC   |  |  |
| 1379 West 1625 South, 4 Stoker Lane (Furnace/Heat Pump)                     | 10/30/2024   | 10/30/2024  | Furnace/AC   |  |  |
| 1326 W 1875 S, Lot 32 Antelope Run (Furn/Heat Pump/humidifier/UV light)     | 10/30/2024   | 10/30/2024  | Furnace/AC   |  |  |
| 833 West 2800 South, 25 Walnut Grove (Furnace/Heat Pump)                    | 11/04/2024   | 11/04/2024  | Furnace/AC   |  |  |
| 2411 West 1125 South, 207 Canterbury Crossing (Furn/Heat Pump/Fan install)  | 11/06/2024   | 11/06/2024  | Furnace/AC   |  |  |
| 1023 W 2050 S, Lot 64 Stoker Gardens (Furnace/AC)                           | 11/13/2024   | 11/13/2024  | Furnace/AC   |  |  |
| 1131 West 1575 South, 89 Villa Vista (Furnace/Heat Pump)                    | 11/14/2024   | 11/14/2024  | Furnace/AC   |  |  |
| 1098 South 1875 West, 38 Sienna Villas (Furnace/Heat Pump)                  | 11/21/2024   | 11/21/2024  | Furnace/AC   |  |  |
| 1102 W 2050 S, Lot 20 Stoker Gardens (Fur/AC/Condensor)                     | 12/04/2024   | 12/04/2024  | Furnace/AC   |  |  |
| 3058 South 660 West, 505 Wasatch Villas (Furnace/Heat Pump)                 | 12/11/2024   | 12/11/2024  | Furnace/AC   |  |  |
| 797 West 2075 South, 129 Cook's Country Cove (Furnace/AC)                   | 12/13/2024   | 12/13/2024  | Furnace/AC   |  |  |
| 1709 W Cherry Blossom Circle, LOT 305 Kelly Flint Farm Est (Furn/Heat Pump) | 12/30/2024   | 12/30/2024  | Furnace/AC   |  |  |
| 1342 South 2375 West, 82 Canterbury Crossing (Water Heater)                 | 01/02/2024   | 01/02/2024  | Water Heater |  |  |
| 1424 West 3500 South, 921 Still Water Lake Estates (Water Heater)           | 01/17/2024   | 01/17/2024  | Water Heater |  |  |
| 2294 South 3585 West, 509 Tuscany Meadows, (Water Heater)                   | 01/17/2024   | 01/17/2024  | Water Heater |  |  |
| 1909 W 1300 S, Lot 12 Cottages (Water Heater)                               | 01/24/2024   | 01/24/2024  | Water Heater |  |  |
| 2354 West 1500 South, 17 Canterbury Crossing (Tankless Water Heater)        | 01/29/2024   | 01/29/2024  | Water Heater |  |  |
| 647 South 3250 West, 203 Trails Edge (Water Heater)                         | 02/05/2024   | 02/05/2024  | Water Heater |  |  |

| Entity Name                                                                   | Date Applied | Date Issued | Project Type |  |  |
|-------------------------------------------------------------------------------|--------------|-------------|--------------|--|--|
| 987 S SPYGLASS HILL ROAD, 908 HIGHLANDS AT GLEN EAGLE (W.HEATER)              | 03/03/2023   | 03/08/2024  | Water Heater |  |  |
| 553 S 1400 W, LOT 328 MONTEREY ESTATES (GAS TO ELEC W.HEAT)                   | 03/08/2024   | 03/08/2024  | Water Heater |  |  |
| 3559 Augusta Dr, Lot 311 Dundee (Water heater-tankless)                       | 03/19/2024   | 03/19/2024  | Water Heater |  |  |
| 811 S 3900 W, Lot 17 Rock Creek (Water Heater)                                | 03/19/2024   | 03/19/2024  | Water Heater |  |  |
| 2042 S LAKE MESA DR, LOT 1007 FREMONT ESTATES (WATER HEATER)                  | 03/22/2024   | 03/22/2024  | Water Heater |  |  |
| 1043 W Carlton Way, Lot 1 Carlton Place (Tankless W/H Water Soft)             | 03/25/2024   | 03/25/2024  | Water Heater |  |  |
| 2184 W 2200 S, Lot 22 Stacy Meadows (Water Heater)                            | 04/02/2024   | 04/02/2024  | Water Heater |  |  |
| 3141 S 800 W, LOT 72 Silver Lake Estates (Water Heater)                       | 04/03/2024   | 04/03/2024  | Water Heater |  |  |
| 1263 S 4465 W, LOT 217 BRIDGEWAY ISLAND (W.HEAT/GAS LINE UPGRADE)             | 04/05/2024   | 04/05/2024  | Water Heater |  |  |
| 1257 West 2050 South, 510 Harvest Point, (Tankless W/H)                       | 04/15/2024   | 04/15/2024  | Water Heater |  |  |
| 2763 S 2675 W, LOT 19 Syracuse Meadows (W/H & W/Softner)                      | 05/05/2024   | 05/05/2024  | Water Heater |  |  |
| 2717 West 2175 South, 521 Fremont Estates (Water Heater)                      | 05/09/2024   | 05/09/2024  | Water Heater |  |  |
| 2823 W 2175 S, Lot 314 Fremont Estates (Water Heater)                         | 05/13/2024   | 05/13/2024  | Water Heater |  |  |
| 1389 W 1500 S, Lot 25 Stoker Lane (Tankless W/H)                              | 05/15/2024   | 05/15/2024  | Water Heater |  |  |
| 843 W 1840 S Unit A, Lot 65 SUNSET PARK VILLAS (W.HEATER)                     | 05/17/2024   | 05/17/2024  | Water Heater |  |  |
| 1294 S 4000 W, LOT 105 BRIDGEWAY ISLAND (WATER SOFTENER/TANKLESS W.HEAT)      | 05/24/2024   | 05/24/2024  | Water Heater |  |  |
| 1059 W 2600 S, LOT 4 PAMELA JEAN (WATER HEATER)                               | 06/21/2024   | 06/21/2024  | Water Heater |  |  |
| 3421 W 2400 S, LOT 148 TUSCANY MEADOWS (W.HEAT/GAS LINE UPGRADE)              | 07/05/2024   | 07/05/2024  | Water Heater |  |  |
| 3533 Creek Side Lane, 617 Still Water Lake Estates (Water Heater)             | 07/25/2024   | 07/25/2024  | Water Heater |  |  |
| 1331 S 4300 W, LOT 413 BRIDGEWAY ISLAND (WATER HEATER)                        | 07/26/2024   | 07/26/2024  | Water Heater |  |  |
| 2207 South 550 West, 31 Brookshire (Water Heater)                             | 07/30/2024   | 07/30/2024  | Water Heater |  |  |
| 4373 West 1425 South, 401 A Bridgeway Island (Water Heater/Gas Meter Upgrade) | 08/01/2024   | 08/01/2024  | Water Heater |  |  |
| 3259 S BLUFF ROAD (WATER HEATER/GAS UPGRADE)                                  | 08/01/2024   | 08/01/2024  | Water Heater |  |  |
| 811 West 2525 South, 9 Jacobs Well (Tankless Water Heater)                    | 08/05/2024   | 08/05/2024  | Water Heater |  |  |
| 1956 West 2100 South, 20 Brandy Estates (Water Heater)                        | 08/05/2024   | 08/05/2024  | Water Heater |  |  |
| 2781 West 2700 South, 2 Sherman Acres (Water Heater)                          | 08/13/2024   | 08/13/2024  | Water Heater |  |  |
| 2271 West 1025 South, 29 San Melia (Tankless Water Heater)                    | 08/14/2024   | 08/14/2024  | Water Heater |  |  |
| 2402 West 1100 South, 229 Canterbury Crossing (2 - Water Heaters)             | 08/21/2024   | 08/21/2024  | Water Heater |  |  |
| 1911 S 1485 W, LOT 12 ANTELOPE RUN (WATER HEATER)                             | 09/03/2024   | 09/03/2024  | Water Heater |  |  |
| 1786 W 1825 S, LOT 8 WALKER ESTATES (WATER HEATER)                            | 09/13/2024   | 09/13/2024  | Water Heater |  |  |
| 4327 W 1550 S, LOT 21 Syracuse Ranchettes (Water Heater)                      | 09/17/2024   | 09/17/2024  | Water Heater |  |  |
| 3122 S 1175 W, LOT 321 COUNTRY GARDEN ESTATES (W.HEATER)                      | 10/11/2024   | 10/11/2024  | Water Heater |  |  |
| 1369 S 2200 W, LOT 46 CANTERBURY CROSSING (WATER HEATER)                      | 10/29/2024   | 10/29/2024  | Water Heater |  |  |
| 1067 South 1825 West, 23 Siena Villas (Water Heater)                          | 10/30/2024   | 10/30/2024  | Water Heater |  |  |
| 1336 W Water Front Dr, LOT 612 STILLWATER LAKE EST ( WATER HEATER)            | 11/15/2024   | 11/15/2024  | Water Heater |  |  |
| 1433 W Meadowbrook Cir, Lot 808 StillWater Lake Estates (Water Heater)        | 11/15/2024   | 11/15/2024  | Water Heater |  |  |
| 2296 West 2300 South, 12 Hansen Farms (Water Heater)                          | 12/17/2024   | 12/17/2024  | Water Heater |  |  |
| 1138 South 2875 West, 120 Wilcox Meadows (Water Heater)                       | 12/19/2024   | 12/19/2024  | Water Heater |  |  |

| Permit Number | Entity Name                                                                        | Date Applied | Latest Term Completio  | Please Select your Project ... | Project Type    | Number in 2025 |
|---------------|------------------------------------------------------------------------------------|--------------|------------------------|--------------------------------|-----------------|----------------|
| SYR2504110287 | 1815 W 1915 S Circle, LOT 46 WALKER ESTATES (HEAT PUMP AND AIR COND)               | 04/11/2025   | 04/11/2025             | Air Conditioner                | Air Conditioner | 14             |
| SYR2504140289 | 2376 W 1175 S, LOT 124 CANTERBURY CROSSING (AIR CONDITIONER)                       | 04/11/2025   | 04/11/2025             | Air Conditioner                | Basement Finish | 29             |
| SYR2504170323 | 3452 South Poplar Lane, 307 Still Water (A/C)                                      | 04/17/2025   | 04/17/2025             | Air Conditioner                | Furnace         | 9              |
| SYR2504210334 | 2139 South 1170 West, 604 Harvest Point (A/C)                                      | 04/18/2025   | 04/21/2025             | Air Conditioner                | Furnace/AC      | 73             |
| SYR2504250359 | 2282 W CRAIG LAND, LOT 210 CRAIG ESTATES (AIR CONDITIONER)                         | 04/25/2025   | 04/25/2025             | Air Conditioner                | Water Heater    | 30             |
| SYR2505220450 | 1338 S 4000 W, LOT 106 BRIDGEWAY ISLAND (AIR CONDITIONER)                          | 05/21/2025   | 05/21/2025             | Air Conditioner                | Total           | 165            |
| SYR2506180543 | 1398 South 4000 West (A/C)                                                         | 06/18/2025   | 06/18/2025             | Air Conditioner                |                 |                |
| SYR2507030598 | 2772 S 1100 W , LOT 34 BARBER ACRES (AC REPLACEMENT)                               | 07/03/2025   | 07/03/2025             | Air Conditioner                |                 |                |
| SYR2507160632 | 759 S 3000 W (Air Conditioner)                                                     | 07/10/2025   | 07/10/2025             | Air Conditioner                |                 |                |
| SYR250725064  | 2861 S Bluff Rd Apt E, RC'S PARKWEST (MINI SPLIT HEAT/AC X 4)                      | 07/24/2025   | 07/24/2025             | Air Conditioner                |                 |                |
| SYR2507310675 | 1454 West 450 South, 623 Monterey Estates (A/C)                                    | 07/31/2025   | 07/31/2025             | Air Conditioner                |                 |                |
| SYR2508050692 | 1408 W 2425 S, Lot 19 Cobblestone Lane (A/C)                                       | 08/04/2025   | 08/05/2025             | Air Conditioner                |                 |                |
| SYR2508050697 | 3713 W 800 S, Lot 301 Rock Creek (A/C)                                             | 08/05/2025   | 08/05/2025             | Air Conditioner                |                 |                |
| SYR2508070705 | 1166 W Dallas Street, Lot 41 Villa Vista (A/C)                                     | 08/07/2025   | 08/07/2025             | Air Conditioner                |                 |                |
| SYR2501060007 | 1794 West 2770 South, 138 RC's Parkwest (BSM)                                      | 12/28/2024   | 01/06/2025             | Basement Finish                |                 |                |
| SYR2501070015 | 1872 South 2500 West, 23 Quail Bluff (BSM)                                         | 01/01/2025   | 01/07/2025             | Basement Finish                |                 |                |
| SYR2501030004 | 688 W 2225 S, LOT 18 BROOKSHIRE (BSM FINAL ONLY-OLD PERMIT)                        | 01/03/2025   | 01/03/2025             | Basement Finish                |                 |                |
| SYR2502030064 | 1804 West 1825 South, 6 Walker Estates (BSM FAMILY ROOM)                           | 01/29/2025   | 02/11/2025             | Basement Finish                |                 |                |
| SYR2502210125 | 519 South 3350 West, 410 Trails Edge (BSM)                                         | 02/12/2025   | 02/23/2025             | Basement Finish                |                 |                |
| SYR2502260137 | 943 W 2300 S, Lot 5 Mt. View Estates (BSM)                                         | 02/19/2025   | 03/05/2025             | Basement Finish                |                 |                |
| SYR2502260140 | 2862 W 1075 S, LOT 213 Wilcox Meadows (BSM)                                        | 02/21/2025   | 03/03/2025             | Basement Finish                |                 |                |
| SYR2503060161 | 2791 S Allison Way, 107 RC's Parkwest (BSM)                                        | 03/04/2025   | 03/06/2025             | Basement Finish                |                 |                |
| SYR2503130188 | 4178 West 750 South, 514 Criddle Farms North (BSM)                                 | 03/10/2025   | 03/13/2025             | Basement Finish                |                 |                |
| SYR2503190209 | 1391 W 450 S, LOT 611 MONTEREY ESTATES (BSM FINISH)                                | 03/15/2025   | 03/19/2025             | Basement Finish                |                 |                |
| SYR2503190213 | 2133 W 1900 S, LOT 45 CHERRY VILLAGE (BSM FINISH)                                  | 03/17/2025   | 03/19/2025             | Basement Finish                |                 |                |
| SYR2503200214 | 2021 S Doral Drive, LOT 104 GRAYSON RIDGE EAST (BASEMENT FINISH)                   | 03/17/2025   | 03/20/2025             | Basement Finish                |                 |                |
| SYR2504160307 | 1967 South 3720 West, 101 Grayson Ridge West (BSM Finish)                          | 03/22/2025   | 04/21/2025             | Basement Finish                |                 |                |
| SYR2504010253 | 4401 West 1350 South, 237 Bridgeway Island (BSM Finish)                            | 03/24/2025   | 04/01/2025             | Basement Finish                |                 |                |
| SYR2504010257 | 783 S 4110 W, Lot 522 Criddle Farms North (BSM)                                    | 03/26/2025   | 04/22/2025             | Basement Finish                |                 |                |
| SYR2504220343 | 3073 West 975 South, 429 Bluff at Lakeview (BSM Finish)                            | 04/16/2025   | 04/23/2025             | Basement Finish                |                 |                |
| SYR2504240356 | 3555 West 910 South, 215 Legend Pointe (BSM Finish)                                | 04/21/2025   | 04/24/2025             | Basement Finish                |                 |                |
| SYR2504280364 | 846 S 4110 W, Lot 337 Criddle Farms North (BSM)                                    | 04/22/2025   | 05/01/2025             | Basement Finish                |                 |                |
| SYR2505130412 | 3541 W Augusta Drive, 310 Dundee (BSM)                                             | 05/08/2025   | 05/15/2025             | Basement Finish                |                 |                |
| SYR2505200435 | 4187 West 750 South, 534 Criddle Farms North (BSM Finish)                          | 05/19/2025   | 05/20/2025             | Basement Finish                |                 |                |
| SYR2506040497 | 1447 W 650 S, Lot 219 Monterey Estates (BSM Finish)                                | 05/31/2025   | 06/11/2025             | Basement Finish                |                 |                |
| SYR2506240561 | 4109 W 700 S, LOT 507 CRIDDLE FARMS NORTH (BASEMENT FINISH)                        | 06/20/2025   | 06/25/2025             | Basement Finish                |                 |                |
| SYR2506240567 | 3514 West 2050 South, 209 Grayson Ridge East (BSM)                                 | 06/21/2025   | 06/27/2025             | Basement Finish                |                 |                |
| SYR2506260575 | 1917 South 2265 West, 39 Cherry Village (BSM Finish)                               | 06/24/2025   | 06/27/2025             | Basement Finish                |                 |                |
| SYR2507160631 | 4078 W 750 S, LOT 322 CRIDDLE FARMS NORTH (BSM FINISH)                             | 07/11/2025   | 07/18/2025             | Basement Finish                |                 |                |
| SYR2507310679 | 2283 S 3300 W, Lot 135 Tuscan Meadows (BSM Bathroom)                               | 07/27/2025   | 07/31/2025             | Basement Finish                |                 |                |
| SYR2508130722 | 612 S Thurgood Lane, 209 Trails Edge (BSM Finish)                                  | 08/09/2025   | 08/18/2025             | Basement Finish                |                 |                |
| SYR2508130724 | 2895 W 1150 S, Lot 136 Wilcox Meadows (BSM Finish)                                 | 08/11/2025   | 08/13/2025             | Basement Finish                |                 |                |
| SYR2508180744 | 652 W 1850 S, LOT 414 GATEWAY (BSM FINISH)                                         | 08/13/2025   | 12:20 pm (2 hours ago) | Basement Finish                |                 |                |
| SYR2501210039 | 2764 S 1140 W, Lot 14 Barber Acres (Furnace)                                       | 01/21/2025   | 01/21/2025             | Furnace                        |                 |                |
| SYR2501220044 | 902 South 1760 West, 15 Heritage Crossing (Furnace)                                | 01/22/2025   | 01/22/2025             | Furnace                        |                 |                |
| SYR2503250239 | 2240 South 1520 West, 83 Maplewood (Furnace)                                       | 03/25/2025   | 03/25/2025             | Furnace                        |                 |                |
| SYR2504070279 | 1166 South 2100 West, 18 Stratford Court (Furnace)                                 | 04/07/2025   | 04/07/2025             | Furnace                        |                 |                |
| SYR2505220446 | 684 S 2925 W, Lot 1 Kristalyn Gardens (Furnace)                                    | 05/16/2025   | 05/21/2025             | Furnace                        |                 |                |
| SYR2506020480 | 2449 S 1520 W, Lot 97 Maplewood (Furnace)                                          | 05/31/2025   | 05/31/2025             | Furnace                        |                 |                |
| SYR2506240565 | 3363 W Saint Andrews Drive, Lot 102 Highlands @ Glen Eagle (Furnace)               | 06/24/2025   | 06/24/2025             | Furnace                        |                 |                |
| SYR2507020596 | 2482 W Craig Lane, LOT 305 CRAIG ESTATES (FURNACE & EVAP COIL)                     | 07/02/2025   | 07/02/2025             | Furnace                        |                 |                |
| SYR2507300665 | 2043 S 1730 W, Lot 35 Hillsboro (Furnace)                                          | 07/30/2025   | 07/30/2025             | Furnace                        |                 |                |
| SYR2501020001 | 2988 South 660 West, 318 Wasatch Villas (2 Furn/2 Heat Pumps)                      | 01/02/2025   | 01/02/2025             | Furnace/AC                     |                 |                |
| SYR2501030003 | 784 S 2200 W, LOT 52 SAN MELIA (FURNACE/AC)                                        | 01/03/2025   | 01/03/2025             | Furnace/AC                     |                 |                |
| SYR2501210038 | 1246 S 1525 W, Lot 55 Village Cottages (Furnace/Heat Pump)                         | 01/20/2025   | 01/20/2025             | Furnace/AC                     |                 |                |
| SYR2501220043 | 951 W 3050 S, Lot 9 Bennett Legacy Est.(3 Furnaces/2 Heat Pumps)                   | 01/22/2025   | 01/22/2025             | Furnace/AC                     |                 |                |
| SYR2502060082 | 563 West 2920 South 223 Wasatch Villas (Furnace/AC)                                | 01/30/2025   | 02/06/2025             | Furnace/AC                     |                 |                |
| SYR2502120102 | 1409 West 4225 South, 525 Bridgeway Island (Furnace/Heat Pump)                     | 02/12/2025   | 02/12/2025             | Furnace/AC                     |                 |                |
| SYR2502190113 | 3516 S Clearwater Way (1275 W), 532 Still Water Lake Estates (2 Furn/2 Heat Pumps) | 02/19/2025   | 02/19/2025             | Furnace/AC                     |                 |                |
| SYR2502190114 | 778 West 2150 South, 125 Cook's Country Cove (Furnace/Heat Pump)                   | 02/19/2025   | 02/19/2025             | Furnace/AC                     |                 |                |
| SYR2502190115 | 1803 South 3525 West Circle, 405 Miller Springs (Furnace/AC)                       | 02/19/2025   | 02/19/2025             | Furnace/AC                     |                 |                |
| SYR2503030152 | 1331 S Lori Circle, 29 Marilyn Acres (Furnace/AC)                                  | 03/03/2025   | 03/03/2025             | Furnace/AC                     |                 |                |
| SYR2503070167 | 2252 W 2100 S, Lot 75 Hunter's Crossing (Furnace/AC)                               | 03/07/2025   | 03/07/2025             | Furnace/AC                     |                 |                |
| SYR2503110179 | 1873 South 830 West #Apt C, Lot 39 Sunset Park (Furnace/AC)                        | 03/11/2025   | 03/11/2025             | Furnace/AC                     |                 |                |
| SYR2503250232 | 1371 S Marilyn Drive, Lot 61 Marilyn Acres (Furnace/Heat Pump)                     | 03/24/2025   | 03/24/2025             | Furnace/AC                     |                 |                |
| SYR2503280247 | 3898 Turnberry Dr, Lot 226 Prestwick (Furnace/AC)                                  | 03/28/2025   | 03/28/2025             | Furnace/AC                     |                 |                |
| SYR2504010251 | 2808 South 1550 West, 29 Kara (Furnace/AC)                                         | 04/01/2025   | 04/01/2025             | Furnace/AC                     |                 |                |
| SYR2504020258 | 959 S Killarney Dr, Lot 805 Muirfield (Furnace/AC)                                 | 04/02/2025   | 04/02/2025             | Furnace/AC                     |                 |                |
| SYR2504040272 | 781 W 2525 S, LOT 34 JACOBS WELL (FURNACE/AC)                                      | 04/04/2025   | 04/04/2025             | Furnace/AC                     |                 |                |
| SYR2504070278 | 2371 West 1100 South, 227 Canterbury Crossing (Furnace/AC)                         | 04/07/2025   | 04/07/2025             | Furnace/AC                     |                 |                |
| SYR2504110285 | 733 W 3300 S, LOT 119 SILVER LAKE EST (FUR/AC)                                     | 04/11/2025   | 04/11/2025             | Furnace/AC                     |                 |                |
| SYR2504170328 | 2451 S Allison Way, LOT 51 Maplewood (Furn/AC)                                     | 04/17/2025   | 04/17/2025             | Furnace/AC                     |                 |                |
| SYR2504170329 | 1146 West 1350 South, 53 Villa Vista (Furnace/AC)                                  | 04/17/2025   | 04/17/2025             | Furnace/AC                     |                 |                |
| SYR2504210335 | 1372 West 2050 South, 210 Harvest Point (Furnace/AC)                               | 04/18/2025   | 04/21/2025             | Furnace/AC                     |                 |                |
| SYR2504220339 | 539 South 3000 West (Furnace/Heat Pump)                                            | 04/22/2025   | 04/22/2025             | Furnace/AC                     |                 |                |
| SYR2504230347 | 2207 South 1000 West (FUR/AC)                                                      | 04/23/2025   | 04/23/2025             | Furnace/AC                     |                 |                |
| SYR2504240351 | 2291 W 2300 S, Lot 5 Hansen Farms (Furnace/A/C)                                    | 04/23/2025   | 04/23/2025             | Furnace/AC                     |                 |                |
| SYR2504300373 | 2846 S 660 W, Lot 406 Wasatch Villas (Furnace/AC)                                  | 04/30/2025   | 04/30/2025             | Furnace/AC                     |                 |                |
| SYR2505020379 | 2366 S 950 W, LOT 6 RUTH ESTATES (FURNACE & HEAT PUMP)                             | 05/02/2025   | 05/02/2025             | Furnace/AC                     |                 |                |
| SYR2505060389 | 1565 West 1375 South, 60 Cottages (Furnace/AC)                                     | 05/05/2025   | 05/05/2025             | Furnace/AC                     |                 |                |
| SYR2505060392 | 1505 South 1100 West, 64 Villa Vista (Furnace/AC)                                  | 05/05/2025   | 05/06/2025             | Furnace/AC                     |                 |                |
| SYR2505060393 | 1719 South 3300 West, 1 Ranchettes West (Furnace/AC)                               | 05/05/2025   | 05/06/2025             | Furnace/AC                     |                 |                |
| SYR2505070398 | 1640 West 1110 South, 218 Heritage Crossing (Furnace/AC)                           | 05/07/2025   | 05/07/2025             | Furnace/AC                     |                 |                |

| Permit Number | Entity Name                                                                | Date Applied                      | Latest Term Completio | Please Select your Project ... |  |  |
|---------------|----------------------------------------------------------------------------|-----------------------------------|-----------------------|--------------------------------|--|--|
| SYR2505220448 | 2345 S 1000 W, LOT 2 Ruth Estates (Furnace/AC)                             | 05/15/2025                        | 05/21/2025            | Furnace/AC                     |  |  |
| SYR2505220445 | 2141 S 3300 W, Lot 44 Ranchettes West (Furnace/AC)                         | 05/16/2025                        | 05/21/2025            | Furnace/AC                     |  |  |
| SYR2505220449 | 1997 S 525 W, LOT 504 GATEWAY (FUR/AC)                                     | 05/21/2025                        | 05/21/2025            | Furnace/AC                     |  |  |
| SYR2505230453 | 1335 S 1250 W, LOT 13A VILLA VISTA (FUR/AC)                                | 05/23/2025                        | 05/23/2025            | Furnace/AC                     |  |  |
| SYR2505230454 | 4375 W 1550 S, LOT 23 SYRACUSE RANCHETTES, (FURN/AC)                       | 05/23/2025                        | 05/23/2025            | Furnace/AC                     |  |  |
| SYR2506030485 | 3312 W 2050 S, Lot 53 Ranchettes West (Furnace AC)                         | 05/28/2025                        | 06/03/2025            | Furnace/AC                     |  |  |
| SYR2506020478 | 1537 S 1525 W, LOT 15 Pheasant Run (Furnace/AC)                            | 05/29/2025                        | 05/30/2025            | Furnace/AC                     |  |  |
| SYR2505290473 | 3266 S 575 W, Lot 73 Sunset Farms (Furnace/AC)                             | 05/29/2025                        | 05/29/2025            | Furnace/AC                     |  |  |
| SYR2506020479 | 2418 W 1175 S, Lot 121 Canterbury Crossing (Furnace/Heat Pump)             | 05/30/2025                        | 05/30/2025            | Furnace/AC                     |  |  |
| SYR2506040488 | 2296 West 2300 South, 12 Hansen Farms (Furnace/AC)                         | 06/02/2025                        | 06/03/2025            | Furnace/AC                     |  |  |
| SYR2506040489 | 1347 West 2150 South, 107 Harvest Point (Furnace/AC)                       | 06/02/2025                        | 06/03/2025            | Furnace/AC                     |  |  |
| SYR2506040495 | 2273 S 2685 W, Lot 215 Outwest (Furnace/AC)                                | 06/04/2025                        | 06/04/2025            | Furnace/AC                     |  |  |
| SYR2506060498 | 1311 W 2175 S, LOT 531 HAWTHORN (FURNACE/AC-MINI SPLIT)                    | 06/06/2025                        | 06/06/2025            | Furnace/AC                     |  |  |
| SYR2506090499 | 3530 S Bridgeview Lane, Lot 552 Still Water Lake Estates (A/C)             | 06/06/2025                        | 06/06/2025            | Furnace/AC                     |  |  |
| SYR2506090500 | 2671 W 2850 S, Lot 27 Syracuse Meadows, (Mini Split)                       | 06/06/2025                        | 06/06/2025            | Furnace/AC                     |  |  |
| SYR2506090501 | 1846 W 1175 S, Lot 7 Kensington Park (Furnace/AC)                          | 06/09/2025                        | 06/09/2025            | Furnace/AC                     |  |  |
| SYR2506110512 | 3511 W Princeville Drive, Lot 23 Crofter's Cove (A/C)                      | 06/09/2025                        | 06/11/2025            | Furnace/AC                     |  |  |
| SYR2506180542 | 2346 S 900 W, Lot 114 Whisperwood Estates (Furnace/AC)                     | 06/18/2025                        | 06/18/2025            | Furnace/AC                     |  |  |
| SYR2506200548 | 1082 S 1875 W, LOT 37 SIENNA VILLA (FUR/AC)                                | 06/19/2025                        | 06/20/2025            | Furnace/AC                     |  |  |
| SYR2506300587 | 1198 S Saint Andrews Drive, Lot 111 Highlands at Glen Eagle (Furnace/AC)   | 06/24/2025                        | 06/30/2025            | Furnace/AC                     |  |  |
| SYR2506300585 | 2312 S 1800 W, Lot 27 Smedley Acres (Furnace/Heat Pump/AC)                 | 06/26/2025                        | 06/30/2025            | Furnace/AC                     |  |  |
| SYR2506300588 | 388 South 3000 West (Furnace/AC)                                           | 06/30/2025                        | 06/30/2025            | Furnace/AC                     |  |  |
| SYR2507090614 | 3574 West 2400 South, 521 Tuscan Meadows (Furnace/AC)                      | 07/01/2025                        | 07/01/2025            | Furnace/AC                     |  |  |
| SYR2507080603 | 2114 West 2575 South, 2 Fairmont Estates (Furn/AC)                         | 07/08/2025                        | 07/08/2025            | Furnace/AC                     |  |  |
| SYR2507090613 | 2815 West 2435 South, 57 Eagles Estates (Furn/AC)                          | 07/09/2025                        | 07/09/2025            | Furnace/AC                     |  |  |
| SYR2507110619 | 1349 S Banbury Dr, LOT 47 Cottages (Furnace/Heat Pump)                     | 07/09/2025                        | 07/16/2025            | Furnace/AC                     |  |  |
| SYR2507110619 | 1280 W 2175 S, LOT 521 HAWTHORN (FUR/AC)                                   | 07/11/2025                        | 07/11/2025            | Furnace/AC                     |  |  |
| SYR2507110620 | 1639 W 1830 S, LOT 84 HILLSBORO, (FURN/AC)                                 | 07/11/2025                        | 07/11/2025            | Furnace/AC                     |  |  |
| SYR2507300664 | 1403 S Gleneagles Dr, LOT 18 STONEHAVEN (Furnace/AC)                       | 07/18/2025                        | 07/30/2025            | Furnace/AC                     |  |  |
| SYR2507300666 | 1936 West 1175 South, 2 Kensington Park (Furn/AC)                          | 07/30/2025                        | 07/30/2025            | Furnace/AC                     |  |  |
| SYR2507300668 | 2052 S Allison Way, 7 Maplewood (Furn/AC)                                  | 07/30/2025                        | 07/30/2025            | Furnace/AC                     |  |  |
| SYR2507310672 | 1671 West 2000 South, 70 Hillsboro (Furnace/AC)                            | 07/30/2025                        | 07/31/2025            | Furnace/AC                     |  |  |
| SYR2508010683 | 1873 S 1865 W, LOT 25 WALKER ESTATES (FUR/AC)                              | 08/01/2025                        | 08/01/2025            | Furnace/AC                     |  |  |
| SYR2508010684 | 3042 South 1000 West (FUR/AC)                                              | 08/01/2025                        | 08/01/2025            | Furnace/AC                     |  |  |
| SYR2508010686 | 1894 W 1175 S Lot 4 Kensington Park (FUR/AC)                               | 08/01/2025                        | 08/01/2025            | Furnace/AC                     |  |  |
| SYR2508050691 | 751 S Banbury Drive, Lot 37 Heritage Crossing (Furnace/AC)                 | 08/05/2025                        | 08/05/2025            | Furnace/AC                     |  |  |
| SYR2508050698 | 1170 W 2175 S, Lot 636 Hawthorn II (Furnce/AC)                             | 08/05/2025                        | 08/05/2025            | Furnace/AC                     |  |  |
| SYR2508070706 | 1005 South 2000 West (Furnace/AC)                                          | 08/07/2025                        | 08/07/2025            | Furnace/AC                     |  |  |
| SYR2508110717 | 1857 W 1390 S, Lot 309 Bumbleberry (Furnace/AC)                            | 08/11/2025                        | 08/11/2025            | Furnace/AC                     |  |  |
| SYR2508140736 | 1750 W 2640 S, LOT 9 LINDA VISTA (FURNACE & HEAT PUMP)                     | 08/14/2025                        | 08/14/2025            | Furnace/AC                     |  |  |
| SYR2508190749 | 2486 W 1500 S, Lot 10 Canterbury Crossing (FURNACE/AC)                     | 3:13 pm (a da 3:14 pm (a day ago) |                       | Furnace/AC                     |  |  |
| SYR250819750  | 2072 S Fremont Crest Avenue, Lot 610 Fremont Estates (Furnace/AC)          | 3:46 pm (a da 3:48 pm (a day ago) |                       | Furnace/AC                     |  |  |
| SYR2501020002 | 2066 South 1730 West, 8 Hills Boro (Water Heater)                          | 01/02/2025                        | 01/02/2025            | Water Heater                   |  |  |
| SYR2501130021 | 2084 S Craig Lane, 108 Craig Estates (Water Heater)                        | 01/13/2025                        | 01/13/2025            | Water Heater                   |  |  |
| SYR2501170031 | 1761 S 3720 W, LOT 315 MILLER SPRINGS (TANKLESS WATER HEAT/WATER SOFTENER) | 01/17/2025                        | 01/17/2025            | Water Heater                   |  |  |
| SYR2501240048 | 2187 S 2050 W, Lot 13 Stacy Meadows (Gas upgrade, W.heater,Furnace)        | 01/24/2025                        | 01/24/2025            | Water Heater                   |  |  |
| SYR2501240049 | 2170 W Craig Lane, LOT 202 CRAIG ESTATES (W.HEATER, W.SOFTENER)            | 01/24/2025                        | 01/24/2025            | Water Heater                   |  |  |
| SYR2501280052 | 817 South Steed Drive, 311 Bluff at Lakeview Farms (Water Heater)          | 01/28/2025                        | 01/28/2025            | Water Heater                   |  |  |
| SYR2501280054 | 1202 West 1875 South, 208 Tivoli Gardens (Tankless W/H/Gas Meter Upsize)   | 01/28/2025                        | 01/28/2025            | Water Heater                   |  |  |
| SYR2502100090 | 1149 S Spyglass Hill Road, 607 Highlands at Glen Eagle (Water Heater)      | 02/10/2025                        | 02/10/2025            | Water Heater                   |  |  |
| SYR2502210122 | 2785 S 2675 W, LOT 22 SYRACUSE MEADOWS (WATER HEATER)                      | 02/21/2025                        | 02/21/2025            | Water Heater                   |  |  |
| SYR2502210123 | 2358 S Doral Dr., LOT 326 TUSCANY MEADOWS ( TANKLESS WATER HEATER)         | 02/21/2025                        | 02/21/2025            | Water Heater                   |  |  |
| SYR2502260134 | 2322 South 1000 West (Water Heater)                                        | 02/25/2025                        | 02/25/2025            | Water Heater                   |  |  |
| SYR2503040153 | 1237 South 1800 West, 16 Village Cottages (Water Heater)                   | 03/04/2025                        | 03/04/2025            | Water Heater                   |  |  |
| SYR2503110180 | 1155 Silver Hollow Road, Lot 4 Still Water (Water Heater)                  | 03/11/2025                        | 03/11/2025            | Water Heater                   |  |  |
| SYR2503140190 | 1464 W 870 S, Lot 12 Zion's Crossing (Water Heater/Gas Line Upgrade)       | 03/14/2025                        | 03/14/2025            | Water Heater                   |  |  |
| SYR2503250236 | 2082 W 2575 S, Lot 4 Fairmont Estates (Water Heater/Water Softener)        | 03/25/2025                        | 03/25/2025            | Water Heater                   |  |  |
| SYR2503310248 | 1822 South 3525 West, 411 Miller Springs (Water Heater)                    | 03/31/2025                        | 03/31/2025            | Water Heater                   |  |  |
| SYR2504040273 | 1785 W 2975 S, LOT 86 TRAILSIDE PARK (WATER HEATER)                        | 04/04/2025                        | 04/04/2025            | Water Heater                   |  |  |
| SYR2504290367 | 3642 West Inverness Drive, 104 Inverness (Tankless Water Heater)           | 04/29/2025                        | 04/29/2025            | Water Heater                   |  |  |
| SYR2505050382 | 3678 West 1840 South, 23 Miller Springs (Water Heater)                     | 05/05/2025                        | 05/05/2025            | Water Heater                   |  |  |
| SYR2505080401 | 2017 S Lake Mesa Drive, Lot 1012 Fremont Estates (Tankless Water Heater)   | 05/08/2025                        | 05/08/2025            | Water Heater                   |  |  |
| SYR2505160426 | 1082 S Spyglass Hill Road, 703 Highlands at Glen Eagle (Water Heater)      | 05/16/2025                        | 05/16/2025            | Water Heater                   |  |  |
| SYR2506020482 | 1269 S 4300 W, Lot 416 Bridgeway Island (Water Heater)                     | 06/02/2025                        | 06/02/2025            | Water Heater                   |  |  |
| SYR2506170537 | 1836 S 910 W, UNIT B, LOT 94 Sunset Park Villas (Tankless Water Heater)    | 06/17/2025                        | 06/20/2025            | Water Heater                   |  |  |
| SYR2506180539 | 1091 W 2850 S, Lot 20 Sawgrass Meadows (Water Heater)                      | 06/18/2025                        | 06/18/2025            | Water Heater                   |  |  |
| SYR2506300586 | 1851 W 1300 S, Lot 16 Cottages (W/Heater & W/Softener)                     | 06/25/2025                        | 06/30/2025            | Water Heater                   |  |  |
| SYR2507170634 | 1073 South 2000 West (Water Heater)                                        | 07/14/2025                        | 07/15/2025            | Water Heater                   |  |  |
| SYR2507310671 | 918 W 2525 S, Lot 18 Jacob's Well (Tankless Water Heater)                  | 07/30/2025                        | 07/30/2025            | Water Heater                   |  |  |
| SYR2508050690 | 2357 W 1275 S, Lot 87 Canterbury Crossing (Water Heater)                   | 08/04/2025                        | 08/04/2025            | Water Heater                   |  |  |
| SYR2508110715 | 3008 S 1375 W, Lot 8 Country Garden (Water Heater)                         | 08/11/2025                        | 08/11/2025            | Water Heater                   |  |  |
| SYR2508150739 | 584 S 3300 W LOT 119 TRAILS EDGE (WATER HEATER)                            | 08/15/2025                        | 08/15/2025            | Water Heater                   |  |  |

| Permit Num    | Address                                                                            | Inspection Date     | Inspection Type               | Outcome | Inspector     |       |     |        |  |
|---------------|------------------------------------------------------------------------------------|---------------------|-------------------------------|---------|---------------|-------|-----|--------|--|
| SYR2501020001 | 2988 South 660 West, 318 Wasatch Villas (2 Furn/2 Heat Pumps)                      | 01-30-2025 11:00 AM | Res: Final Inspection         | PASS    | Kim Dabb      | PASS  | 103 | 66.03% |  |
| SYR2501020002 | 2066 South 1730 West, 8 Hills Boro (Water Heater)                                  | 01-17-2025 2:30 PM  | Res: Final Inspection         | PASS    | Shane Crowton | FAIL  | 53  | 33.97% |  |
| SYR2501030003 | 784 S 2200 W, LOT 52 SAN MELIA (FURNACE/AC)                                        | 04-17-2025 2:00 PM  | Res: Final Inspection         | FAIL    | Shane Crowton | TOTAL | 156 |        |  |
| SYR2501030003 | 784 S 2200 W, LOT 52 SAN MELIA (FURNACE/AC)                                        | 05-06-2025 2:30 PM  | Res: Re- Final                | PASS    | Shane Crowton |       |     |        |  |
| SYR2501060007 | 1794 West 2770 South, 138 RC's Parkwest (BSM)                                      | 01-24-2025 8:30 AM  | Base: 4-Way                   | FAIL    | Sarah Prusse  |       |     |        |  |
| SYR2501060007 | 1794 West 2770 South, 138 RC's Parkwest (BSM)                                      | 02-06-2025 8:00 AM  | Res: Insulation               | PASS    | Sarah Prusse  |       |     |        |  |
| SYR2501060007 | 1794 West 2770 South, 138 RC's Parkwest (BSM)                                      | 04-01-2025 8:00 AM  | Base: Re- Final               | FAIL    | Sarah Prusse  |       |     |        |  |
| SYR2501060007 | 1794 West 2770 South, 138 RC's Parkwest (BSM)                                      | 04-29-2025 8:00 AM  | Base: Re- Final               | PASS    | Brian Lemmons |       |     |        |  |
| SYR2501070015 | 1872 South 2500 West, 23 Quail Bluff (BSM)                                         | 05-01-2025 3:30 PM  | Base: 4-Way                   | PASS    | Shane Crowton |       |     |        |  |
| SYR2501130021 | 2084 S Craig Lane, 108 Craig Estates (Water Heater)                                | 01-24-2025 3:00 PM  | Res: Water Heater Final       | PASS    | Kim Dabb      |       |     |        |  |
| SYR2501170031 | 1761 S 3720 W, LOT 315 MILLER SPRINGS (TANKLESS WATER HEAT/WATER SOFTENER)         | 02-03-2025 9:00 AM  | Res: Water Heater Final       | PASS    | Shane Crowton |       |     |        |  |
| SYR2501210038 | 1246 S 1525 W, Lot 55 Village Cottages (Furnace/Heat Pump)                         | 01-31-2025 9:30 AM  | Res: Final Inspection         | PASS    | Kim Dabb      |       |     |        |  |
| SYR2501210039 | 2764 S 1140 W, Lot 14 Barber Acres (Furnace)                                       | 01-23-2025 2:00 PM  | Res: Final Inspection         | FAIL    | Sarah Prusse  |       |     |        |  |
| SYR2501220043 | 951 W 3050 S, Lot 9 Bennett Legacy Est.(3 Furnaces/2 Heat Pumps)                   | 02-11-2025 10:30 AM | Res: Furnace Final            | FAIL    | Shane Crowton |       |     |        |  |
| SYR2501220043 | 951 W 3050 S, Lot 9 Bennett Legacy Est.(3 Furnaces/2 Heat Pumps)                   | 02-26-2025 1:15 PM  | Res: Re- Final                | FAIL    | Shane Crowton |       |     |        |  |
| SYR2501220043 | 951 W 3050 S, Lot 9 Bennett Legacy Est.(3 Furnaces/2 Heat Pumps)                   | 05-06-2025 3:00 PM  | Res: Re- Final                | PASS    | Shane Crowton |       |     |        |  |
| SYR2501220044 | 902 South 1760 West, 15 Heritage Crossing (Furnace)                                | 02-12-2025 8:30 AM  | Res: Furnace Final            | PASS    | Sarah Prusse  |       |     |        |  |
| SYR2501240048 | 2187 S 2050 W, Lot 13 Stacy Meadows (Gas upgrade, W.heater,Furnace)                | 01-29-2025 9:00 AM  | Res: Final Inspection         | PASS    | Shane Crowton |       |     |        |  |
| SYR2501240049 | 2170 W Craig Lane, LOT 202 CRAIG ESTATES (W.HEATER, W.SOFTENER)                    | 01-29-2025 10:00 AM | Res: Final Inspection         | PASS    | Shane Crowton |       |     |        |  |
| SYR2501280052 | 817 South Steed Drive, 311 Bluff at Lakeview Farms (Water Heater)                  | 02-24-2025 2:30 PM  | Res: Water Heater Final       | PASS    | Shane Crowton |       |     |        |  |
| SYR2501280054 | 1202 West 1875 South, 208 Tirol Gardens (Tankless WH/Gas Meter Upsize)             | 02-11-2025 10:30 AM | Res: Final Inspection         | PASS    | Sarah Prusse  |       |     |        |  |
| SYR2502030064 | 1804 West 1825 South, 6 Walker Estates (BSM FAMILY ROOM)                           | 02-07-2025 1:00 PM  | Res: 4-Way                    | FAIL    | Kim Dabb      |       |     |        |  |
| SYR2502030064 | 1804 West 1825 South, 6 Walker Estates (BSM FAMILY ROOM)                           | 02-13-2025 11:30 AM | Res: Re- 4-Way                | PASS    | Kim Dabb      |       |     |        |  |
| SYR2502100090 | 1149 S Spyglass Hill Road, 607 Highlands at Glen Eagle (Water Heater)              | 03-05-2025 1:45 PM  | Res: Water Heater Final       | PASS    | Shane Crowton |       |     |        |  |
| SYR2502120102 | 1409 West 4225 South, 525 Bridgeway Island (Furnace/Heat Pump)                     | 02-28-2025 1:30 PM  | Res: Final Inspection         | PASS    | Shane Crowton |       |     |        |  |
| SYR2502190113 | 3516 S Clearwater Way (1275 W), 532 Still Water Lake Estates (2 Furn/2 Heat Pumps) | 03-07-2025 1:30 PM  | Res: Furnace Final, Res: Mis  | PASS    | Sarah Prusse  |       |     |        |  |
| SYR2502190114 | 778 West 2150 South, 125 Cook's Country Cove (Furnace/Heat Pump)                   | 03-03-2025 10:00 AM | Res: Furnace Final            | FAIL    | Shane Crowton |       |     |        |  |
| SYR2502190114 | 778 West 2150 South, 125 Cook's Country Cove (Furnace/Heat Pump)                   | 03-13-2025 3:30 PM  | Res: Re- Final                | PASS    | Shane Crowton |       |     |        |  |
| SYR2502190115 | 1803 South 3525 West Circle, 405 Miller Springs (Furnace/AC)                       | 06-02-2025 9:00 AM  | Res: Final Inspection         | PASS    | Shane Crowton |       |     |        |  |
| SYR2502210122 | 2785 S 2675 W, LOT 22 SYRACUSE MEADOWS (WATER HEATER)                              | 03-12-2025 10:00 AM | Res: Water Heater Final       | PASS    | Shane Crowton |       |     |        |  |
| SYR2502210123 | 2358 S Doral Dr., LOT 326 TUSCANY MEADOWS ( TANKLESS WATER HEATER)                 | 02-27-2025 8:45 AM  | Res: Final Inspection         | PASS    | Shane Crowton |       |     |        |  |
| SYR2502210125 | 519 South 3350 West, 410 Trails Edge (BSM)                                         | 07-31-2025 2:30 PM  | Base: 4-Way                   | FAIL    | Sarah Prusse  |       |     |        |  |
| SYR2502260134 | 2322 South 1000 West (Water Heater)                                                | 03-06-2025 12:00 PM | Res: Water Heater Final       | PASS    | Kim Dabb      |       |     |        |  |
| SYR2502260137 | 943 W 2300 S, Lot 5 Mt. View Estates (BSM)                                         | 03-11-2025 1:00 PM  | Base: 4-Way                   | FAIL    | Sarah Prusse  |       |     |        |  |
| SYR2502260137 | 943 W 2300 S, Lot 5 Mt. View Estates (BSM)                                         | 03-21-2025 12:00 PM | Base: Re- 4-Way               | PASS    | Kim Dabb      |       |     |        |  |
| SYR2502260137 | 943 W 2300 S, Lot 5 Mt. View Estates (BSM)                                         | 03-25-2025 11:30 AM | Res: Insulation               | PASS    | Shane Crowton |       |     |        |  |
| SYR2502260140 | 2862 W 1075 S, Lot 213 Wilcox Meadows (BSM)                                        | 05-20-2025 2:00 PM  | Base: 4-Way                   | FAIL    | Shane Crowton |       |     |        |  |
| SYR2502260140 | 2862 W 1075 S, Lot 213 Wilcox Meadows (BSM)                                        | 05-30-2025 2:30 PM  | Base: Re- 4-Way / Insulation  | PASS    | Shane Crowton |       |     |        |  |
| SYR2503030152 | 1331 S Lori Circle, 29 Marilyn Acres (Furnace/AC)                                  | 06-13-2025 9:15 AM  | Res: Furnace & A/C Final      | PASS    | Shane Crowton |       |     |        |  |
| SYR2503040153 | 1237 South 1800 West, 16 Village Cottages (Water Heater)                           | 03-05-2025 2:30 PM  | Res: Final Inspection         | FAIL    | Sarah Prusse  |       |     |        |  |
| SYR2503040153 | 1237 South 1800 West, 16 Village Cottages (Water Heater)                           | 03-07-2025 8:30 AM  | Res: Water Heater Final       | PASS    | Sarah Prusse  |       |     |        |  |
| SYR2503060161 | 2791 S Allison Way, 107 RC's Parkwest (BSM)                                        | 03-31-2025 2:00 PM  | Base: 4-Way                   | PASS    | Shane Crowton |       |     |        |  |
| SYR2503060161 | 2791 S Allison Way, 107 RC's Parkwest (BSM)                                        | 04-03-2025 1:30 PM  | Base: Insulation              | PASS    | Shane Crowton |       |     |        |  |
| SYR2503070167 | 2252 W 2100 S, Lot 75 Hunter's Crossing (Furnace/AC)                               | 03-24-2025 1:00 PM  | Res: Furnace & A/C Final      | FAIL    | Kim Dabb      |       |     |        |  |
| SYR2503070167 | 2252 W 2100 S, Lot 75 Hunter's Crossing (Furnace/AC)                               | 04-08-2025 9:15 AM  | Res: Re- Final                | PASS    | Shane Crowton |       |     |        |  |
| SYR2503110179 | 1873 South 830 West #Apt C, Lot 39 Sunset Park (Furnace/AC)                        | 03-28-2025 11:30 AM | Res: Final Inspection         | FAIL    | Shane Crowton |       |     |        |  |
| SYR2503110179 | 1873 South 830 West #Apt C, Lot 39 Sunset Park (Furnace/AC)                        | 05-07-2025 8:30 AM  | Res: Re- Final                | PASS    | Shane Crowton |       |     |        |  |
| SYR2503110180 | 1155 Silver Hollow Road, Lot 4 Still Water (Water Heater)                          | 05-05-2025 9:00 AM  | Res: Final Inspection         | PASS    | Shane Crowton |       |     |        |  |
| SYR2503130188 | 4178 West 750 South, 514 Criddle Farms North (BSM)                                 | 05-21-2025 3:30 PM  | Base: 4-Way                   | FAIL    | Sarah Prusse  |       |     |        |  |
| SYR2503130188 | 4178 West 750 South, 514 Criddle Farms North (BSM)                                 | 05-28-2025 9:00 AM  | Base: Re- 4-Way               | PASS    | Shane Crowton |       |     |        |  |
| SYR2503130188 | 4178 West 750 South, 514 Criddle Farms North (BSM)                                 | 06-03-2025 9:00 AM  | Base: Insulation              | PASS    | Shane Crowton |       |     |        |  |
| SYR2503140190 | 1464 W 870 S, Lot 12 Zion's Crossing (Water Heater/Gas Line Upgrade)               | 03-21-2025 11:00 AM | Res: Gas Line, Res: Final Ins | PASS    | Shane Crowton |       |     |        |  |
| SYR2503190209 | 1391 W 450 S, LOT 611 MONTEREY ESTATES (BSM FINISH)                                | 04-09-2025 1:30 PM  | Base: 4-Way, Base: Insulation | PASS    | Sarah Prusse  |       |     |        |  |
| SYR2503190209 | 1391 W 450 S, LOT 611 MONTEREY ESTATES (BSM FINISH)                                | 05-22-2025 12:30 PM | Base: Final                   | PASS    | Kim Dabb      |       |     |        |  |
| SYR2503190213 | 2133 W 1900 S, LOT 45 CHERRY VILLAGE (BSM FINISH)                                  | 05-09-2025 9:30 AM  | Base: 4-Way                   | FAIL    | Kim Dabb      |       |     |        |  |
| SYR2503190213 | 2133 W 1900 S, LOT 45 CHERRY VILLAGE (BSM FINISH)                                  | 05-28-2025 11:00 AM | Base: Re- 4-Way / Insulation  | PASS    | Sarah Prusse  |       |     |        |  |
| SYR2503200214 | 2021 S Doral Drive, LOT 104 GRAYSON RIDGE EAST (BASEMENT FINISH)                   | 05-16-2025 1:15 PM  | Res: 4-Way, Res: Insulation   | FAIL    | Shane Crowton |       |     |        |  |
| SYR2503200214 | 2021 S Doral Drive, LOT 104 GRAYSON RIDGE EAST (BASEMENT FINISH)                   | 05-23-2025 10:00 AM | Base: Re- 4-Way / Insulation  | PASS    | Brian Lemmons |       |     |        |  |
| SYR2503250232 | 1371 S Marilyn Drive, Lot 61 Marilyn Acres (Furnace/Heat Pump)                     | 04-18-2025 2:30 PM  | Res: Final Inspection         | FAIL    | Shane Crowton |       |     |        |  |
| SYR2503250232 | 1371 S Marilyn Drive, Lot 61 Marilyn Acres (Furnace/Heat Pump)                     | 04-30-2025 2:30 PM  | Res: Re- Final                | PASS    | Shane Crowton |       |     |        |  |
| SYR2503250236 | 2082 W 2575 S, Lot 4 Fairmont Estates (Water Heater/Water Softener)                | 04-03-2025 9:00 AM  | Res: Final Inspection         | PASS    | Shane Crowton |       |     |        |  |
| SYR2503250239 | 2240 South 1520 West, 83 Maplewood (Furnace)                                       | 04-11-2025 9:30 AM  | Res: Furnace Final            | FAIL    | Shane Crowton |       |     |        |  |
| SYR2503310248 | 1822 South 3525 West, 411 Miller Springs (Water Heater)                            | 04-03-2025 2:00 PM  | Res: Final Inspection         | PASS    | Sarah Prusse  |       |     |        |  |
| SYR2504010251 | 2808 South 1550 West, 29 Kara (Furnace/AC)                                         | 04-18-2025 11:00 AM | Res: Final Inspection         | FAIL    | Shane Crowton |       |     |        |  |
| SYR2504010251 | 2808 South 1550 West, 29 Kara (Furnace/AC)                                         | 05-05-2025 1:15 PM  | Res: Re- Final                | PASS    | Shane Crowton |       |     |        |  |
| SYR2504010253 | 4401 West 1350 South, 237 Bridgeway Island (BSM Finish)                            | 04-08-2025 12:30 PM | Res: 4-Way                    | PASS    | Sarah Prusse  |       |     |        |  |
| SYR2504010253 | 4401 West 1350 South, 237 Bridgeway Island (BSM Finish)                            | 04-11-2025 9:30 AM  | Res: Insulation               | PASS    | Sarah Prusse  |       |     |        |  |
| SYR2504010253 | 4401 West 1350 South, 237 Bridgeway Island (BSM Finish)                            | 05-30-2025 11:30 AM | Base: Final                   | PASS    | Shane Crowton |       |     |        |  |
| SYR2504020258 | 959 S Killarney Dr, Lot 805 Muirfield (Furnace/AC)                                 | 04-21-2025 1:45 PM  | Res: Final Inspection         | FAIL    | Shane Crowton |       |     |        |  |
| SYR2504020258 | 959 S Killarney Dr, Lot 805 Muirfield (Furnace/AC)                                 | 05-16-2025 2:30 PM  | Res: Re- Final                | PASS    | Shane Crowton |       |     |        |  |
| SYR2504040272 | 781 W 2525 S, LOT 34 JACOBS WELL (FURNACE/AC)                                      | 04-21-2025 8:30 AM  | Res: Furnace & A/C Final      | PASS    | Shane Crowton |       |     |        |  |
| SYR2504040273 | 1785 W 2975 S, LOT 86 TRAILSIDE PARK (WATER HEATER)                                | 04-16-2025 8:00 AM  | Res: Water Heater Final       | PASS    | Sarah Prusse  |       |     |        |  |
| SYR2504070278 | 2371 West 1100 South, 227 Canterbury Crossing (Furnace/AC)                         | 08-11-2025 12:00 PM | Res: Furnace & A/C Final      | PASS    | Shane Crowton |       |     |        |  |
| SYR2504070279 | 1166 South 2100 West, 18 Stratford Court (Furnace)                                 | 08-05-2025 11:30 AM | Res: Furnace Final            | FAIL    | Shane Crowton |       |     |        |  |
| SYR2504110285 | 733 W 3300 S, LOT 119 SILVER LAKE EST (FURAC)                                      | 07-18-2025 1:30 PM  | Res: Final Inspection         | PASS    | Shane Crowton |       |     |        |  |
| SYR2504110287 | 1815 W 1915 S Circle, LOT 46 WALKER ESTATES (HEAT PUMP AND AIR COND)               | 05-08-2025 10:00 AM | Res: Final Inspection         | PASS    | Shane Crowton |       |     |        |  |
| SYR2504140289 | 2376 W 1175 S, LOT 124 CANTERBURY CROSSING (AIR CONDITIONER)                       | 04-17-2025 3:00 PM  | Res: Furnace & A/C Final      | PASS    | Shane Crowton |       |     |        |  |
| SYR2504160307 | 1967 South 3720 West, 101 Grayson Ridge West (BSM Finish)                          | 04-24-2025 3:00 PM  | Res: Miscellaneous            | PASS    | Kim Dabb      |       |     |        |  |
| SYR2504160307 | 1967 South 3720 West, 101 Grayson Ridge West (BSM Finish)                          | 06-25-2025 3:30 PM  | Res: Under-Floor Plumbing     | PASS    | Shane Crowton |       |     |        |  |
| SYR2504170328 | 2451 S Allison Way, LOT 51 Maplewood (Furn/AC)                                     | 05-14-2025 1:30 PM  | Res: Furnace & A/C Final      | FAIL    | Shane Crowton |       |     |        |  |
| SYR2504170328 | 2451 S Allison Way, LOT 51 Maplewood (Furn/AC)                                     | 05-27-2025 11:30 AM | Res: Re- Final                | PASS    | Shane Crowton |       |     |        |  |
| SYR2504170329 | 1146 West 1350 South, 53 Villa Vista (Furnace/AC)                                  | 05-06-2025 2:00 PM  | Res: Final Inspection         | PASS    | Shane Crowton |       |     |        |  |
| SYR2504210334 | 2139 South 1170 West, 604 Harvest Point (A/C)                                      | 08-07-2025 9:30 AM  | Res: Final Inspection         | FAIL    | Shane Crowton |       |     |        |  |
| SYR2504210335 | 1372 West 2050 South, 210 Harvest Point (Furnace/AC)                               | 08-04-2025 9:00 AM  | Res: Furnace & A/C Final      | PASS    | Shane Crowton |       |     |        |  |
| SYR2504220343 | 3073 West 975 South, 429 Bluff at Lakeview (BSM Finish)                            | 06-18-2025 8:30 AM  | Base: 4-Way                   | FAIL    | Shane Crowton |       |     |        |  |
| SYR2504220343 | 3073 West 975 South, 429 Bluff at Lakeview (BSM Finish)                            | 06-24-2025 9:15 AM  | Res: Re- 4-Way / Insulation   | PASS    | Shane Crowton |       |     |        |  |
| SYR2504230347 | 2207 South 1000 West (FUR/AC)                                                      | 05-13-2025 11:00 AM | Res: Furnace & A/C Final      | FAIL    | Shane Crowton |       |     |        |  |
| SYR2504230347 | 2207 South 1000 West (FUR/AC)                                                      | 05-15-2025 1:15 PM  | Res: Re- Final                | PASS    | Shane Crowton |       |     |        |  |
| SYR2504240351 | 2291 W 2300 S, Lot 5 Hansen Farms (Furnace/A/C)                                    | 05-09-2025 2:00 PM  | Res: Furnace & A/C Final      | PASS    | Shane Crowton |       |     |        |  |
| SYR2504240356 | 3555 West 910 South, 215 Legend Pointe (BSM Finish)                                | 05-30-2025 8:45 AM  | Base: 4-Way                   | FAIL    | Shane Crowton |       |     |        |  |
| SYR2504240356 | 3555 West 910 South, 215 Legend Pointe (BSM Finish)                                | 06-03-2025 3:30 PM  | Res: Re- 4-Way / Insulation   | PASS    | Shane Crowton |       |     |        |  |
| SYR2504240356 | 3555 West 910 South, 215 Legend Pointe (BSM Finish)                                | 07-31-2025 2:30 PM  | Base: Final                   | FAIL    | Shane Crowton |       |     |        |  |
| SYR2504250359 | 2282 W CRAIG LAND, LOT 210 CRAIG ESTATES (AIR CONDITIONER)                         | 05-12-2025 9:00 AM  | Res: Final Inspection         | FAIL    | Shane Crowton |       |     |        |  |
| SYR2504250359 | 2282 W CRAIG LAND, LOT 210 CRAIG ESTATES (AIR CONDITIONER)                         | 07-09-2025 9:00 AM  | Res: Re- Final                | FAIL    | Sarah Prusse  |       |     |        |  |
| SYR2504250359 | 2282 W CRAIG LAND, LOT 210 CRAIG ESTATES (AIR CONDITIONER)                         | 07-09-2025 3:45 PM  | Res: A/C Final                | PASS    | Sarah Prusse  |       |     |        |  |
| SYR2504280364 | 846 S 4110 W, Lot 337 Criddle Farms North (BSM)                                    | 06-12-2025 3:30 PM  | Base: 4-Way                   | PASS    | Shane Crowton |       |     |        |  |
| SYR2504280364 | 846 S 4110 W, Lot 337 Criddle Farms North (BSM)                                    | 06-26-2025 11:30 AM | Res: Insulation               | PASS    | Shane Crowton |       |     |        |  |
| SYR2504300373 | 2846 S 660 W, Lot 406 Wasatch Villas (Furnace/AC)                                  | 05-19-2025 9:30 AM  | Res: Furnace & A/C Final      | PASS    | Shane Crowton |       |     |        |  |

| Permit Num     | Address                                                                  | Inspection Date     | Inspection Type               | Outcome    | Inspector     |
|----------------|--------------------------------------------------------------------------|---------------------|-------------------------------|------------|---------------|
| SYR2505060389  | 1565 West 1375 South, 60 Cottages (Furnace/AC)                           | 05-23-2025 2:00 PM  | Res: Final Inspection         | PASS       | Kim Dabb      |
| SYR2505060392  | 1505 South 1100 West, 64 Villa Vista (Furnace/AC)                        | 05-22-2025 11:00 AM | Res: Final Inspection         | FAIL       | Kim Dabb      |
| SYR2505060392  | 1505 South 1100 West, 64 Villa Vista (Furnace/AC)                        | 06-25-2025 11:45 AM | Res: Re- Final                | PASS       | Shane Crowton |
| SYR2505060393  | 1719 South 3300 West, 1 Ranchettes West (Furnace/AC)                     | 05-19-2025 11:30 AM | Res: Final Inspection         | FAIL       | Shane Crowton |
| SYR2505060393  | 1719 South 3300 West, 1 Ranchettes West (Furnace/AC)                     | 06-26-2025 11:00 AM | Res: Re- Final                | PASS       | Shane Crowton |
| SYR2505080401  | 2017 S Lake Mesa Drive, Lot 1012 Fremont Estates (Tankless Water Heater) | 05-29-2025 9:00 AM  | Res: Water Heater Final       | PASS       | Shane Crowton |
| SYR2505130412  | 3541 W Augusta Drive, 310 Dundee (BSM)                                   | 05-16-2025 1:45 PM  | Res: 4-Way                    | PASS       | Shane Crowton |
| SYR2505200435  | 4187 West 750 South, 534 Criddle Farms North (BSM Finish)                | 06-04-2025 4:30 PM  | Res: Gas Line                 | PASS       | Shane Crowton |
| SYR2505200435  | 4187 West 750 South, 534 Criddle Farms North (BSM Finish)                | 06-11-2025 8:30 AM  | Base: 4-Way                   | PASS       | Shane Crowton |
| SYR2505200435  | 4187 West 750 South, 534 Criddle Farms North (BSM Finish)                | 06-12-2025 3:00 PM  | Res: Insulation               | PASS       | Shane Crowton |
| SYR2505200435  | 4187 West 750 South, 534 Criddle Farms North (BSM Finish)                | 07-23-2025 2:30 PM  | Res: Final Inspection         | FAIL       | Sarah Prusse  |
| SYR2505220445  | 2141 S 3300 W, Lot 44 Ranchettes West (Furnace/AC)                       | 06-26-2025 8:00 AM  | Res: Furnace & A/C Final      | FAIL       | Sarah Prusse  |
| SYR2505220446  | 684 S 2925 W, Lot 1 Kristalyn Gardens (Furnace)                          | 07-30-2025 8:00 AM  | Res: Furnace Final            | FAIL       | Sarah Prusse  |
| SYR2505220449  | 1997 S 525 W, LOT 504 GATEWAY (FUR/AC)                                   | 07-15-2025 10:30 AM | Res: Furnace & A/C Final      | FAIL       | Shane Crowton |
| SYR2505220450  | 1338 S 4000 W, LOT 106 BRIDGEWAY ISLAND (AIR CONDITIONER)                | 06-17-2025 10:30 AM | Res: Final Inspection         | PASS       | Shane Crowton |
| SYR2505230453  | 1335 S 1250 W, LOT 13A VILLA VISTA (FUR/AC)                              | 07-08-2025 9:00 AM  | Res: Final Inspection         | FAIL       | Shane Crowton |
| SYR2505290473  | 3266 S 575 W, Lot 73 Sunset Farms (Furnace/AC)                           | 06-06-2025 9:45 AM  | Res: Furnace & A/C Final      | PASS       | Shane Crowton |
| SYR2506020478  | 1537 S 1525 W, Lot 15 Pheasant Run (Furnace/AC)                          | 06-03-2025 11:30 AM | Res: Final Inspection         | FAIL       | Shane Crowton |
| SYR2506020478  | 1537 S 1525 W, LOT 15 Pheasant Run (Furnace/AC)                          | 06-20-2025 12:30 PM | Res: Re- Final                | PASS       | Sarah Prusse  |
| SYR2506020479  | 2418 W 1175 S, Lot 121 Canterbury Crossing (Furnace/Heat Pump)           | 07-01-2025 9:00 AM  | Res: Final Inspection         | FAIL       | Shane Crowton |
| SYR2506020479  | 2418 W 1175 S, Lot 121 Canterbury Crossing (Furnace/Heat Pump)           | 08-04-2025 9:00 AM  | Res: Re- Final                | PASS       | Kim Dabb      |
| SYR2506020480  | 2449 S 1520 W, Lot 97 Maplewood (Furnace)                                | 06-10-2025 11:30 AM | Res: Final Inspection         | FAIL       | Shane Crowton |
| SYR2506020480  | 2449 S 1520 W, Lot 97 Maplewood (Furnace)                                | 06-24-2025 10:30 AM | Res: Re- Final                | PASS       | Sarah Prusse  |
| SYR2506020482  | 1269 S 4300 W, Lot 416 Bridgeway Island (Water Heater)                   | 06-09-2025 9:30 AM  | Res: Water Heater Final       | PASS       | Shane Crowton |
| SYR2506030485  | 3312 W 2050 S, Lot 53 Ranchettes West (Furnace AC)                       | 06-27-2025 11:30 AM | Res: Final Inspection         | PASS       | Shane Crowton |
| SYR2506040488  | 2296 West 2300 South, 12 Hansen Farms (Furnace/AC)                       | 06-27-2025 12:00 PM | Res: Furnace & A/C Final      | FAIL       | Shane Crowton |
| SYR2506040488  | 2296 West 2300 South, 12 Hansen Farms (Furnace/AC)                       | 07-18-2025 9:00 AM  | Res: Re- Final                | PASS       | Shane Crowton |
| SYR2506040489  | 1347 West 2150 South, 107 Harvest Point (Furnace/AC)                     | 07-02-2025 11:00 AM | Res: Furnace & A/C Final      | PASS       | Shane Crowton |
| SYR2506040497  | 1447 W 650 S, Lot 219 Monterey Estates (BSM Finish)                      | 06-30-2025 10:00 AM | Res: 4-Way                    | FAIL       | Shane Crowton |
| SYR2506040497  | 1447 W 650 S, Lot 219 Monterey Estates (BSM Finish)                      | 08-18-2025 9:30 AM  | Base: Re- 4-Way / Insulation  | PASS       | Shane Crowton |
| SYR2506090499  | 3530 S Bridgeview Lane, Lot 552 Still Water Lake Estates (A/C)           | 07-28-2025 9:00 AM  | Res: A/C Final                | PASS       | Shane Crowton |
| SYR2506090500  | 2671 W 2850 S, Lot 27 Syracuse Meadows, (Mini Split)                     | 07-01-2025 9:00 AM  | Res: Final Inspection         | FAIL       | Sarah Prusse  |
| SYR2506090501  | 1846 W 1175 S, Lot 7 Kensington Park (Furnace/AC)                        | 06-12-2025 8:00 AM  | Res: Furnace & A/C Final      | PASS       | Brian Lemmons |
| SYR2506110512  | 3511 W Princeville Drive, Lot 23 Crofters Cove (A/C)                     | 07-15-2025 9:00 AM  | Res: Final Inspection         | PASS       | Shane Crowton |
| SYR2506180539  | 1091 W 2850 S, Lot 20 Sawgrass Meadows (Water Heater)                    | 07-23-2025 2:00 PM  | Res: Water Heater Final       | PASS       | Shane Crowton |
| SYR2506200548  | 1082 S 1875 W, LOT 37 SIENNA VILLA (FUR/AC)                              | 07-28-2025 10:00 AM | Res: Final Inspection         | PASS       | Shane Crowton |
| SYR2506240561  | 4109 W 700 S, LOT 507 CRIDDLE FARMS NORTH (BASEMENT FINISH)              | 07-14-2025 9:30 AM  | Base: Insulation, Base: 4-Way | PASS       | Shane Crowton |
| SYR2506240565  | 3363 W Saint Andrews Drive, Lot 102 Highlands @ Glen Eagle (Furnace)     | 06-25-2025 3:00 PM  | Res: Furnace Final            | PASS       | Shane Crowton |
| SYR2506260575  | 1917 South 2265 West, 39 Cherry Village (BSM Finish)                     | 07-23-2025 12:00 PM | Base: 4-Way                   | FAIL       | Sarah Prusse  |
| SYR2506260575  | 1917 South 2265 West, 39 Cherry Village (BSM Finish)                     | 07-29-2025 3:30 PM  | Res: Insulation               | PASS       | Sarah Prusse  |
| SYR2506300585  | 2312 S 1800 W, Lot 27 Smedley Acres (Furnace/Heat Pump/AC)               | 07-23-2025 9:00 AM  | Res: Furnace & A/C Final      | FAIL       | Shane Crowton |
| SYR2506300587  | 1198 S Saint Andrews Drive, Lot 111 Highlands at Glen Eagle (Furnace/AC) | 07-22-2025 12:00 PM | Res: Furnace & A/C Final      | FAIL       | Shane Crowton |
| SYR2506300588  | 388 South 3000 West (Furnace/AC)                                         | 07-11-2025 9:15 AM  | Res: Furnace & A/C Final      | PASS       | Shane Crowton |
| SYR2507090614  | 3574 West 2400 South, 521 Tuscan Meadows (Furnace/AC)                    | 07-25-2025 2:00 PM  | Res: Furnace & A/C Final      | PASS       | Shane Crowton |
| SYR2507110619  | 1349 S Banbury Dr, LOT 47 Cottages (Furnace/Heat Pump)                   | 07-21-2025 9:30 AM  | Res: Furnace Final            | FAIL       | Shane Crowton |
| SYR2507160631  | 4078 W 750 S, LOT 322 CRIDDLE FARMS NORTH (BSM FINISH)                   | 08-04-2025 8:00 AM  | Base: 4-Way                   | FAIL       | Shane Crowton |
| SYR2507160631  | 4078 W 750 S, LOT 322 CRIDDLE FARMS NORTH (BSM FINISH)                   | 08-07-2025 10:30 AM | Res: Re- 4-Way                | PASS       | Shane Crowton |
| SYR2507160632  | 759 S 3000 W (Air Conditioner)                                           | 07-28-2025 3:00 PM  | Res: Final Inspection         | PASS       | Shane Crowton |
| SYR2507170634  | 1073 South 2000 West (Water Heater)                                      | 08-01-2025 12:00 PM | Res: Water Heater Final       | PASS       | Shane Crowton |
| SYR2507300664  | 1403 S Gleneagles Dr, LOT 18 STONEHAVEN (Furnace/AC)                     | 08-13-2025 12:00 PM | Res: Furnace & A/C Final      | FAIL       | Shane Crowton |
| SYR2507300666  | 2219 W 1825 S, Lot 10 Cherry Village (Re-Roof)                           | 08-20-2025 1:30 PM  | Res: Roofing Dry-In           | INCOMPLETE | Kim Dabb      |
| SYR2507300668  | 2052 S Allison Way, 7 Maplewood (Furn/AC)                                | 08-19-2025 10:30 AM | Res: Furnace & A/C Final      | PASS       | Shane Crowton |
| SYR2507310672  | 1671 West 2000 South, 70 Hillsboro (Furnace/AC)                          | 08-18-2025 9:00 AM  | Res: Final Inspection         | FAIL       | Shane Crowton |
| SYR25080100683 | 1873 S 1865 W, LOT 25 WALKER ESTATES (FUR/AC)                            | 08-20-2025 11:00 AM | Res: Final Inspection         | FAIL       | Shane Crowton |
| SYR2508110715  | 3008 S 1375 W, Lot 8 Country Garden (Water Heater)                       | 08-11-2025 10:30 AM | Res: Water Heater Final       | PASS       | Brian Lemmons |
| SYR2508190749  | 2486 W 1500 S, Lot 10 Canterbury Crossing (FURNACE/AC)                   | 08-20-2025 3:30 PM  | Res: Furnace & A/C Final      | INCOMPLETE | Sarah Prusse  |



# COUNCIL AGENDA

August 26, 2025

Agenda item "d.5"

## Business Landscaping Ordinances

### Summary

New commercial buildings are required to install landscaping when the building is constructed. City ordinance requires minimum percentage of landscaping depending on the zone. The GC zone requires 15% landscaping and the ID zone requires 10% for example. A landscape plan is required to be designed by an engineer or landscape architect and submitted with the project's site plan. Planning Commission is the land use authority for site plans. Once a project is completed, the ongoing maintenance of the property falls on the property owner and/or tenants depending on the lease arrangements.

### Applicable Ordinances

Chapter 6 in the Syracuse Municipal Ordinance concerning property maintenance says that weeds/grasses are required to be cut down to six inches. It also says that property owners are required to remove dead trees that are a hazard to public or private property. The city can abate only for those two reasons.

*6.10.030 Weed control. - (A) Premises. It is unlawful for any owner, occupant, agent, and/or lessee of real property in the City to fail to maintain the height of weeds and grasses, in the manner provided herein, on such property, or to fail to remove from the property any cuttings from such weeds or grasses. (C) Weed Control Specifications. (1) Except as otherwise provided in subsection (C)(2) of this section, weeds and grasses shall be maintained at a height of not more than six inches at all times,*

*6.10.060 Dead or diseased trees located on private property. - It shall be unlawful for the owner or occupant of any real property to keep dead or diseased trees that constitute a hazard to public or adjacent private property*

Chapter 10 includes many requirements about how landscaping needs to be installed upon completion of a new project. It says that improvements shall be maintained in a neat and attractive manner. Unfortunately, 'neat and attractive' is a bit of a subjective statement that is difficult to enforce.

*10.20.090 Site plan review. (2) All improvements shown on the approved site plan or amended site plan shall be maintained in a neat and attractive manner.*

The ordinance does not reference bark mulch replenishing, green grass, planting flowers, sprucing up, or making things look nice in general.

### Consolidated Fee Schedule

The code enforcement fine section of the consolidated fee schedule includes a \$100 noncompliance fee of \$100 per incident. It also allows for charging abatement contractor costs along with an additional administrative fee.

### Goals of Discussion

Review proposed ordinance amendment and decide if proposal would accomplish desired goals.

### History

City Council reviewed this item during their work meeting on July 22. They instructed staff to provide a recommended ordinance amendment that would strengthen the city's ability to hold the property owners to a higher standard of maintenance.

### Attachments

-Recommended ordinance amendments

# Chapter 6.10

## PROPERTY MAINTENANCE REGULATIONS

Sections:

[6.10.010 Property maintenance responsibilities – Sidewalks and park strips.](#)

[6.10.020 Waste materials or junk prohibited on premises.](#)

[6.10.030 Weed control.](#)

[6.10.040 Noxious weeds.](#)

[6.10.050 Vegetation interfering with public ways or property.](#)

[6.10.060 Dead or diseased trees located on private property.](#)

[6.10.070 Empty buildings to be kept secured.](#)

[6.10.080 Inspectors authorized to enforce chapter.](#)

[6.10.090 Penalties and remedies for violations.](#)

### 6.10.010 Property maintenance responsibilities – Sidewalks and park strips.

(A) It shall be the duty of the owner, agent, occupant, and/or lessee of real property to keep their exterior property free of conditions which violate the provisions of this chapter.

(B) It shall be the duty of the owner, agent, occupant, and/or lessee of real property abutting and bordering on any public street in the City to keep the area between their property line and the curb or edge of the roadway free of conditions which violate the provisions of this chapter. Such area shall include sidewalks, park strips between streets and sidewalks, or other adjacent landscaped or open areas within a dedicated public right-of-way. [Ord. 10-09 § 1 (Exh. A); Ord. 10-06 § 1 (Exh. A); Code 1971 § 6-2-1.]

### 6.10.020 Waste materials or junk prohibited on premises.

(A) Prohibition. It is unlawful for any owner, occupant, agent, and/or lessee of real property within the City to allow, cause, or permit the following material or objects to be in or upon any yard, garden, lawn, or outdoor premises of such property:

- (1) Junk or salvage material;
- (2) Litter;
- (3) Any abandoned vehicle or inoperable vehicle.

(B) Exceptions. The prohibition in subsection (A) of this section shall not apply to:

- (1) Materials or objects used, kept, or maintained in connection with a business enterprise lawfully situated and licensed for the same and operating in conformance with the land use code or other provisions of this code; or
- (2) The outdoor storage of no more than one vehicle at a residence, as described in the definition of “Junk yard” in

(C) Prohibition on Park Strips, Sidewalks, Etc. It is unlawful for any owner, occupant, agent, and/or lessee of real property abutting and bordering on any public street in the City, for the distance such real property abuts and borders such street, to allow, cause, or permit litter, or junk or salvage material, to be in or upon the area from the property line to the curb line of the street or edge of the roadway. [Ord. 10-09 § 1 (Exh. A); Ord. 10-06 § 1 (Exh. A); Code 1971 § 6-2-2.]

## **6.10.030 Weed control.**

(A) Premises. It is unlawful for any owner, occupant, agent, and/or lessee of real property in the City to fail to maintain the height of weeds and grasses, in the manner provided herein, on such property, or to fail to remove from the property any cuttings from such weeds or grasses.

(B) Park Strips. It is unlawful for any owner, occupant, agent, and/or lessee of real property in the City abutting and bordering on any public street, for the distance such property abuts and borders the street, to fail to maintain the height of the weeds and grasses, in the manner provided herein, in the area from the property line to curb line of the street, or to fail to remove from such area any cuttings from such weeds or grasses.

(C) Weed Control Specifications.

(1) Except as otherwise provided in subsection (C)(2) of this section, weeds and grasses shall be maintained at a height of not more than six inches at all times, and the cuttings shall be promptly cleared and removed from the premises; provided, however, that this subsection shall not be applicable to any ornamental grass so long as it is used and maintained solely, or in combination with any other ornamental grass or grasses, as a supplement to an overall landscaping plan.

(2) Weeds and grasses shall be maintained at a height of not more than 12 inches at all times on any of the following properties, and the cuttings shall be promptly cleared and removed from the premises:

(a) Ditches, ditch rights-of-way, or railroad rights-of-way; and

(b) Undeveloped property or vacant lots with no buildings or structures located thereon.

(3) Weeds which are eradicated by chemicals must be done so before their height exceeds the height limits provided herein, or they must be cut at a level not exceeding such height limits.

(4) Weeds which are roto-tilled or removed by the root must be buried under the soil or removed from the property.

(5) When, in the opinion of the Fire Chief, or any Assistant Fire Chief, the large size or terrain of property makes the cutting of all weeds or grasses impractical, the Fire Chief, or any Assistant Fire Chief, may, by written order, allow and limit the required cutting of weeds and grasses to a firebreak of not less than 15 feet in width cut around the complete perimeter of the property and around any structures existing upon the property, unless the Fire Chief, or Assistant Fire Chief, determines that a firebreak of a lesser width will provide adequate protection against fire spread at the particular location.

(6) The Fire Chief may from time to time exempt from, or limit, in whole or in part, the required cutting of weeds and grasses for property established and maintained as a nature park or wetland mitigation area, if the Fire Chief, or Assistant Fire Chief, determines that such limitation or exemption will not present a potential fire hazard to adjacent properties. [Ord. 10-09 § 1 (Exh. A); Ord. 10-06 § 1 (Exh. A); Code 1971 § 6-2-3.]

#### **6.10.040 Noxious weeds.**

It shall be unlawful for the owner or occupant of any real property to allow to grow on such property any noxious weeds or other noxious vegetable growth determined by the county health department to be especially injurious to public health, crops, livestock, land, or other property. [Ord. 10-09 § 1 (Exh. A); Ord. 10-06 § 1 (Exh. A); Code 1971 § 6-2-4.]

#### **6.10.050 Vegetation interfering with public ways or property.**

It shall be unlawful for the owner or occupant of any real property to allow vegetation on the owner's or occupant's real property to grow to such an extent or in such a manner that, because of its proximity to public property or a public right-of-way, it interferes with the safe or lawful use of public property or the public right-of-way, or obstructs the vision of any posted uniform traffic control device. [Ord. 10-09 § 1 (Exh. A); Ord. 10-06 § 1 (Exh. A); Code 1971 § 6-2-5.]

#### **6.10.060 Dead or diseased trees located on private property.**

It shall be unlawful for the owner or occupant of any real property to keep dead or diseased trees that constitute a hazard to public or adjacent private property. Trees shall be considered dead once natural growth has ceased in more than 50 percent or more of the tree crown. Diseased trees shall be identified by a professional arborist to establish the hazard potential based on the disease found. Dead portions may be removed so long as the removal does not inhibit the structural integrity of the tree; otherwise, the entire tree shall be removed. Hazard areas constituted within this section shall include public rights-of-way, private or public buildings, occupied spaces such as parks or private play areas, and parking locations. [Ord. 10-09 § 1 (Exh. A); Code 1971 § 6-2-6.]

#### **6.10.065 Commercial, Office, and Industrial Property Maintenance**

It shall be unlawful for the owner or occupant of any real commercial or industrial property to not maintain all elements of the the site plan as approved by Planning Commission. Maintenance includes replacing dead or dying vegetation with the same or equal plant as originally installed. Maintenance also includes mowing, watering, treating, fertilizing, edging, pruning, trimming, and/or dead heading all grass, flowers, trees, shrubs, and/or hedges. Maintenance also includes continued up-keep of all site plan elements as originally installed, including but not limited to wood or rock mulch, weed barrier, pavers, walls, sidewalks, railings, planters, driveways, signage, and/or exterior lighting. Maintenance also includes continued up-keep of all architectural site plan elements as originally installed, including but not limited to awnings, paint, windows, trim elements, roofing, siding, masonry, light fixtures, and/or exterior cladding.

## **6.10.070 Empty buildings to be kept secured.**

It shall be unlawful for the owners or agents or persons in charge of unoccupied buildings or structures within the City to fail to keep such buildings and structures closed and securely locked or otherwise secured against entry. [Ord. 10-09 § 1 (Exh. A); Ord. 10-06 § 1 (Exh. A); Code 1971 § 6-2-7.]

## **6.10.080 Inspectors authorized to enforce chapter.**

(A) The City shall employ Inspectors who are authorized to enforce the provisions of this chapter.

(B) Powers and Duties.

(1) An Inspector is authorized and directed to inspect and examine real property situated within the City for the purpose of determining whether a property maintenance violation exists.

(2) All matters involving health shall be pursued in coordination with the county health department. All matters involving weeds or other fire hazards shall be pursued in coordination with the Fire Department. All matters involving the boarding of dangerous buildings shall be pursued in coordination with the Building Official. All matters involving the lawful use of land under the land use code shall be pursued in coordination with the Community Development Director, or the Director's designee.

(3) The City Manager or designee may assign primary responsibility in those areas of overlapping jurisdiction. [Ord. 24-28 § 1; Ord. 10-09 § 1 (Exh. A); Ord. 10-06 § 1 (Exh. A); Code 1971 § 6-2-8.]

## **6.10.090 Penalties and remedies for violations.**

(A) Misdemeanor. Owners, agents, occupants, and/or lessees who fail to pay civil penalties according to established time frame(s) and/or prohibit the abatement after the notice period shall be cited a Class B misdemeanor and upon conviction shall be punished according to law.

(B) City Abatement and Associated Penalties. Litter or other unlawful accumulations or conditions not removed from private property, or adjacent sidewalks, park strips, or other adjacent areas for which the person is responsible under the provisions of this chapter, may be removed by the City pursuant to Chapter [6.15](#) SMC, with costs and expenses for such cleaning or removal, administrative fees and civil penalties to be assessed in accordance with the provisions of such chapter and the Syracuse City consolidated fee schedule.

(C) Civil Penalties. Owners, agents, occupants, and/or lessees who fail to correct a violation of the provisions of this chapter after notice of violation and expiration of the warning period shall be subject to the following civil penalties:

(1) The first civil citation issued after expiration of the warning period shall subject the responsible party to the initial penalty of \$125.00.

(2) The second civil citation issued after expiration of the warning period and the prior imposition of the initial penalty shall subject the responsible party to the intermediate penalty of \$250.00.

(3) Any subsequent civil citation issued after expiration of the warning period and the prior imposition of the intermediate penalty, or any recurring violation of this code, shall subject the responsible party to the maximum penalty of \$500.00.

(D) Other Remedies. This chapter may also be enforced by injunction, mandamus, judicial abatement, or any other appropriate action in law or equity.

(E) Daily Violations. Each day that any violation of this chapter continues shall be considered a separate offense for the purposes of the penalties and remedies available to the City.

(F) Compliance. Accumulation of penalties for violations, but not the obligation for payment of penalties already accrued, shall stop on correction of the violation.

(G) Cumulative. Any one, all, or any combination of the foregoing penalties and remedies may be used to enforce the provisions of this title. [Ord. 10-09 § 1 (Exh. A); Ord. 10-06 § 1 (Exh. A); Code 1971 § 6-2-9.]



# COUNCIL AGENDA

August 26, 2025

Agenda Item “e”                      Discussion on Recruitment and Retention Policy

## **Background**

This memo initiates a City Council discussion to re-evaluate Syracuse City’s Recruitment and Retention Policy. While the catalyst for this re-evaluation is the growing concern over the policy’s affordability—particularly in light of wage growth outpacing City revenue growth and the resulting structural deficit in the General Fund—the primary intent of this discussion is twofold:

1. To revisit and re-establish the overall purpose and goals of the policy
2. To identify the full range of levers available to the Council for controlling the policy’s long-term cost to the City

## **Revisiting the Purpose and Goals of the Policy**

The current policy aims to:

- Attract and retain the best talent possible in a competitive market;
- Minimize inefficiencies associated with high employee turnover and lack of talent;
- Provide a stable and transparent system of employee advancement;
- Reward performance over tenure;
- Benchmark compensation and benefits regularly to remain competitive.

Given the current financial strain on the General Fund, now is an appropriate time to re-examine whether the existing balance between competitiveness, predictability, and affordability still aligns with the Council’s strategic vision. Key questions to consider include:

- How do we balance fiscal sustainability with competitiveness?
- Are there alternative models (e.g., selective compensation enhancements, or alternative progression strategies) that could achieve the same goals more affordably?

## **Policy Levers Available to Address Cost**

Below is a summary of specific mechanisms embedded within the current policy that can be adjusted to help manage costs without dismantling the structure of the policy:

- 1. Benchmarking and Wage Scale Adjustments (How we compete for personnel)**
  - a. The frequency of when wages are benchmarked with the market (currently every two years).
  - b. The comparison group of cities to which wages are compared (currently 7 specific cities, with some exceptions).
  - c. The level at which wage scales are set (currently average of the top three cities).
- 2. Career Progression Structure (How we compensate for growth and more responsibility)**
  - a. Up to two advancements of minimum 5% increase are available in many frontline positions.
  - b. Promotions of minimum 10% increase for increased responsibility.
- 3. Annual Merit-Based Increases (How we reward top performers)**
  - a. Annual merit increase based on employee performance (currently based on the moving 3-yr average of merit increases in benchmark cities)
- 4. Benefits Benchmarking (How we compete on benefits)**
  - a. The frequency of benchmarking benefits with other cities (currently every four years).
  - b. The type and amount of benefits provided.
- 5. Council Budgetary Discretion (Ability to make emergency changes)**
  - a. The ability of the Council to make adjustments to how compensation will be administered and funded, typically during times of financial stress.

## **Discussion Item**

1. Review the goals of the policy
2. Discuss the policy levers available to the Council that affect long term financial costs
3. Provide direction to the Administration on issues to research and propose to achieve the Council's directive of finding a policy that is both fiscally responsible and competitive.



## RECRUITMENT & RETENTION POLICY

### 1) PURPOSE

- A. The purpose of this policy is to establish a planned approach to ensure that Syracuse City attracts the best talent possible, and motivates and retains that talent for the overall benefit of the citizens.
- B. It is essential that Syracuse City recruits and retains the best talent possible to ensure the most efficient use of City resources. Excessive turnover and any lack of direction provided by City leadership will produce inefficiencies that waste City resources, and will degrade the quality of service provided to the citizenry.

### 2) COMPONENTS OF THE POLICY

#### A. Leadership & Responsibility

##### Executive/Administration

As the Executive/Administrative branch of Syracuse City, the leadership and responsibility for creating an environment that breeds productive, dedicated, and engaged employees lies primarily with the City Manager, and ultimately with the Mayor, with the support of the department heads and the City Council.

##### City Council

The City Council will be tasked with reviewing programs and policies proposed by the City Manager and/or Mayor, and adopting policies that align with the purpose of this policy.

##### Employees

Employees are responsible for bringing a positive, constructive approach to the workplace. Issues affecting recruitment and retention are to be addressed by employees in a professional and constructive manner.

## **B. Employee Compensation Policy**

It is the general policy of Syracuse City that it will compensate its employees on a merit-based system in a manner that is competitive with the market, for wages and benefits. Overcompensating does not ensure the best service and undercompensating erodes the City's ability to attract and retain quality employees.

## **C. Administration of the Policy**

### 1. Comparison Market

#### (a) Benchmarking of Comparison Entities

(i) Wage scales for all positions will be benchmarked against the following core cities:

1. Roy
2. Clinton
3. Clearfield
4. Layton
5. Kaysville
6. Farmington
7. West Point

(ii) In addition to the core cities, the following cities/entities will be benchmarked in these respective departments:

1. Public Works: Maintenance Workers, Crew Leaders, and Superintendents
  - a. North Davis Sewer District
  - b. Central Davis Sewer District
  - c. Weber Basin Water Conservancy District
  - d. Davis & Weber Canal Company
  - e. Roy Water District
2. Fire Department
  - a. North Davis Fire District

- b. South Davis Metro Fire District
- c. Weber Fire District
- d. North View Fire District

(iii) Subject to consent by the City Council, a city/entity that is not included in the core lists above may be added to the benchmark list for any given position if all of the following parameters are met:

1. The population, customers served, number of employees, or size of service area are similar (within 30%) to that of Syracuse City.
2. The job duties and/or level of responsibility of the comparable position is arguably the same or more similar to Syracuse City than a city/entity in the core list.
3. The comparable city/entity is located within either Davis or Weber counties.

(iv) Subject to consent by the City Council, a benchmark city/entity may be removed from the core lists above if any of the following parameters are met:

1. The job duties and/or level of responsibility of the comparable position is substantially different than the same position in Syracuse City.
2. The wage scale data published by the city/entity is older than 6 months, and more updated numbers cannot be obtained.
3. The wage scale data published by the city/entity differs from their advertised job announcements without a reasonable explanation.

(b) Gathering Benchmark Data from Comparison Cities/Entities

- (i) The wage benchmarking process will happen once per year, typically in February, and in preparation for the annual budget.
- (ii) The City will primarily rely on the Technet system, or other similar cooperative data sharing platform to gather wages scales from other cities and entities. At the discretion of the City Council, a third-party contractor may be used to gather the data instead of Technet.
- (iii) The benchmarking data for each position will be verified with the official wage scales of each city. City administration will check for errors, inconsistencies, or other flaws. City administration will make any necessary corrections, and conduct any additional research needed to ensure the integrity of the data.

(c) Periodic Market Adjustments

- (i) Every two years, the wage scales for each department will be reviewed and adjusted to comply with the policy's level of compensation outlined below. This process will occur during the annual preparation of the budget, with associated wage adjustments becoming effective the first pay period of July. Wages will be adjusted commensurate with the wage scale, unless otherwise determined by the City Council. Where possible, these reviews should coincide with the regularly scheduled in-depth review of each department's operations conducted by the City Council.
- (ii) The departments will receive their wage scale review in the following order:
  - 1. Year 1: Public Works, Admin Services, Courts/Records, Fire
  - 2. Year 2: Police, Parks & Recreation, CED

2. Level of Compensation

(a) Setting Wage Scales

- (i) Coinciding with the Periodic Market Adjustments for each department, the wage scales for each position will be set at the average of the top three cities/entities, however each position's wage scale will be at least 10% higher than the position below.
- (ii) At any time, the City Council may adjust a position's wage scales to be different than the policy standard above to address competitiveness and labor market issues.

(b) Career Progression

- (i) Advancements: An Advancement is defined as an extra pay increase that recognizes an employee's improved skill, knowledge, or capability. Some advancements also include a change in title to a higher position in the wage scale, but typically does not include a significant increase in the employee's responsibilities or supervisory duties (e.g. Maintenance Worker 1 to a Maintenance Worker 2). Frontline (non-supervisory) employees who meet the requirements for an advancement established in each department will receive an automatic 5% wage increase. Employees that also move to a higher titled position will receive at least the minimum of the wage scale of the new position. Each employee in a frontline position is eligible for a maximum of two advancements, if the position allows.
- (ii) Promotions are defined as a movement to a higher position that significantly increases the employee's responsibilities and/or supervisory duties. An employee who is promoted will receive an increase to the minimum wage of the entering wage scale, but at least a 10% increase.

(c) Annual Merit Increases

(i) Syracuse City has adopted a “pay for performance” ethic, and therefore does not use programmed step increases or cost of living increases based on time of service. A merit-based system is created to encourage continuous improvement of employees, for the overall benefit of the City. Commensurate with employee performance and improvement, the City Manager will administer a system that provides a path for employees to progress through the salary and wage scale for each position

(ii) In order to determine the budgeted amount for merit increases, the Council will:

(a) Calculate the moving average of wage increases for the last 3 years of benchmark cities/companies; and

(iii) If the calculated average wage increase of benchmark cities in a given year is greater than 150% of the average of the previous two years, the Council will discuss the situation to determine if a special adjustment can be approved in order to stay competitive with a rapidly changing market. Each department will be allotted a proportional share of the budgeted merit increase dollars based on the following formula:

Dept Share of Budgeted Merit Increase Dollars= (Average merit increase approved by the City Council) X Total payroll of the department

Note: Department heads will be considered a separate pool for these purposes.

(iv) For each department, the average evaluation score will be calculated. The average score will be targeted to receive the average merit increase. Scores above the average evaluation will be provided a higher merit increase, and scores below the average will be provided a lower merit increase. Nevertheless, in no case shall the highest merit increase be higher than 50% above the average, unless approved by the City Council. Any score below a 3 will not be eligible for a merit increase. Employees who were hired within the evaluation year will receive a pro-rated merit increase based on the number of months of service, as outlined in the City’s employee policy manual.

3. Competitive Benefits Policy

(b) Every four years, the City’s benefits package will be reviewed with the City Council to determine if adjustments need to be made.

(c) Methodology: Benefit levels will be comparable with the benchmark cities/entities. In addition, the City will evaluate the feasibility of other benefits that may set the City apart from the others for recruitment and retention purposes.

4. Reviewing Effectiveness of the Policy

- (b) Every two years, the City will conduct an internal survey of employees for the purpose of gathering input on the City's recruitment and retention efforts.
- (c) Every four years, the City Council and Administration will conduct a comprehensive review of this policy to evaluate its effectiveness in achieving its purpose.

5. Communication of the Policy

- (b) The Administration will produce materials and information that outlines the predictable and stable nature of career progression outlined in this policy in a way that employees will be able to reasonably understand and envision a future with the City.
- (c) The Administration will produce materials and information for employees that clearly outlines the level of compensation outlined in this policy.
- (d) The City will utilize the following venues and outlets for communication of the policy:
  - (iv) Written material during the on-boarding process.
  - (v) Electronic information accessible to the employee through intranet or similar means.
  - (vi) Periodic presentation of the policy in all-employee meetings or open enrollment meetings.
  - (vii) Written and electronic material available to potential candidates through the website or other similar means.



# COUNCIL AGENDA

August 26, 2025

Agenda Item “f”                      Annual Fraud Risk Assessment and Review

### *Factual Summation*

- Any questions regarding this item can be directed at Assistant City Manager Stephen Marshall.
- Please review Fraud Risk Summary.
- Please review the Internal Control Checklist.

### *Discussion Goals*

The following items outline the goals of this discussion:

1. Review the framework for annual fraud risk assessment and evaluate our current fraud risk assessment score.
  - Current score of **355. Low risk.**
  - This form will be submitted to the State Auditor’s Office each year.
  - It must be presented and reviewed by the City Council prior to submission.

# Fraud Risk Assessment

Continued

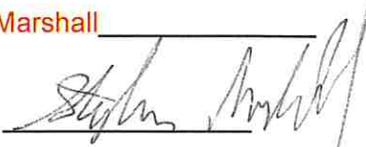
\*Total Points Earned: **355** /395 \*Risk Level: Very Low Low Moderate High Very High  
 > 355      316-355      276-315      200-275      < 200

|                                                                                                                                                                                                                                                                                                                                                                                   | Yes | Pts |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----|
| 1. Does the entity have adequate basic separation of duties or mitigating controls as outlined in the attached Basic Separation of Duties Questionnaire?                                                                                                                                                                                                                          | 200 | 200 |
| 2. Does the entity have governing body adopted written policies in the following areas:                                                                                                                                                                                                                                                                                           |     |     |
| a. Conflict of interest?                                                                                                                                                                                                                                                                                                                                                          | 5   | 5   |
| b. Procurement?                                                                                                                                                                                                                                                                                                                                                                   | 5   | 5   |
| c. Ethical behavior?                                                                                                                                                                                                                                                                                                                                                              | 5   | 5   |
| d. Reporting fraud and abuse?                                                                                                                                                                                                                                                                                                                                                     | 5   | 5   |
| e. Travel?                                                                                                                                                                                                                                                                                                                                                                        | 5   | 5   |
| f. Credit/Purchasing cards (where applicable)?                                                                                                                                                                                                                                                                                                                                    | 5   | 5   |
| g. Personal use of entity assets?                                                                                                                                                                                                                                                                                                                                                 | 5   | 5   |
| h. IT and computer security?                                                                                                                                                                                                                                                                                                                                                      | 5   | 5   |
| i. Cash receipting and deposits?                                                                                                                                                                                                                                                                                                                                                  | 5   | 5   |
| 3. Does the entity have a licensed or certified (CPA, CGFM, CMA, CIA, CFE, CGAP, CPFO) expert as part of its management team?                                                                                                                                                                                                                                                     | 20  | 20  |
| a. Do any members of the management team have at least a bachelor's degree in accounting?                                                                                                                                                                                                                                                                                         | 10  | 10  |
| 4. Are employees and elected officials required to annually commit in writing to abide by a statement of ethical behavior?                                                                                                                                                                                                                                                        | 20  | 20  |
| 5. Have all governing body members completed entity specific (District Board Member Training for local/special service districts & interlocal entities, Introductory Training for Municipal Officials for cities & towns, etc.) online training ( <a href="http://training.auditor.utah.gov">training.auditor.utah.gov</a> ) within four years of term appointment/election date? | 20  | 20  |
| 6. Regardless of license or formal education, does at least one member of the management team receive at least 40 hours of formal training related to accounting, budgeting, or other financial areas each year?                                                                                                                                                                  | 20  | 20  |
| 7. Does the entity have or promote a fraud hotline?                                                                                                                                                                                                                                                                                                                               | 20  | 20  |
| 8. Does the entity have a formal internal audit function?                                                                                                                                                                                                                                                                                                                         | 0   | 20  |
| 9. Does the entity have a formal audit committee?                                                                                                                                                                                                                                                                                                                                 | 0   | 20  |

\*Entity Name: **Syracuse City** \_\_\_\_\_

\*Completed for Fiscal Year Ending: **2025** \_\_\_\_\_ \*Completion Date: **08/26/2025** \_\_\_\_\_

\*CAO Name: **Brody Bovero** \_\_\_\_\_ \*CFO Name: **Stephen Marshall** \_\_\_\_\_

\*CAO Signature:  \*CFO Signature: 

\*Required

# Basic Separation of Duties

See page 2 of this questionnaire for instructions and definitions.

|                                                                                                                                                                                                                                                                                                                                               | Yes | No | MC* | N/A |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|-----|-----|
| 1. Does the entity have a board chair, clerk, and treasurer who are three separate people?                                                                                                                                                                                                                                                    | X   |    |     |     |
| 2. Are all the people who are able to receive cash or check payments different from all of the people who are able to make general ledger entries?                                                                                                                                                                                            | X   |    |     |     |
| 3. Are all the people who are able to collect cash or check payments different from all the people who are able to adjust customer accounts? If no customer accounts, check "N/A".<br><small>Utility clerks collect payments and can make adjustments. However, all customer account adjustments are reviewed by Admin. Services Dir.</small> |     | X  | X   |     |
| 4. Are all the people who have access to blank checks different from those who are authorized signers?                                                                                                                                                                                                                                        | X   |    |     |     |
| 5. Does someone other than the clerk and treasurer reconcile all bank accounts OR are original bank statements reviewed by a person other than the clerk to detect unauthorized disbursements?                                                                                                                                                | X   |    |     |     |
| 6. Does someone other than the clerk review periodic reports of all general ledger accounts to identify unauthorized payments recorded in those accounts?                                                                                                                                                                                     | X   |    |     |     |
| 7. Are original credit/purchase card statements received directly from the card company by someone other than the card holder? If no credit/purchase cards, check "N/A".                                                                                                                                                                      | X   |    |     |     |
| 8. Does someone other than the credit/purchase card holder ensure that all card purchases are supported with receipts or other supporting documentation? If no credit/purchase cards, check "N/A".                                                                                                                                            | X   |    |     |     |
| 9. Does someone who is not a subordinate of the credit/purchase card holder review all card purchases for appropriateness (including the chief administrative officer and board members if they have a card)? If no credit/purchase cards, check "N/A".                                                                                       | X   |    |     |     |
| 10. Does the person who authorizes payment for goods or services, who is not the clerk, verify the receipt of goods or services?                                                                                                                                                                                                              | X   |    |     |     |
| 11. Does someone authorize payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".                                                                                                                                                                                                  | X   |    |     |     |
| 12. Does someone review all payroll payments who is separate from the person who prepares payroll payments? If no W-2 employees, check "N/A".                                                                                                                                                                                                 | X   |    |     |     |



## Basic Separation of Duties

Continued

**Instructions:** Answer questions 1-12 on the Basic Separation of Duties Questionnaire using the definitions provided below.

☑ If all of the questions were answered “Yes” or “No” with mitigating controls (“MC”) in place, or “N/A,” the entity has achieved adequate basic separation of duties.

☹ If any of the questions were answered “No,” and mitigating controls are not in place, the entity has not achieved adequate basic separation of duties.

### Definitions:

**Board Chair** is the elected or appointed chairperson of an entity’s governing body, e.g. Mayor, Commissioner, Councilmember or Trustee. The official title will vary depending on the entity type and form of governments.

**Clerk** is the bookkeeper for the entity, e.g. Controller, Accountant, Auditor or Finance Director. Though the title for this position may vary, they validate payment requests, ensure compliance with policy and budgetary restrictions, prepare checks, and record all financial transactions.

**Chief Administrative Officer (CAO)** is the person who directs the day-to-day operations of the entity. The CAO of most cities and towns is the mayor, except where the city has a city manager. The CAO of most local and special districts is the board chair, except where the district has an appointed director. In school districts, the CAO is the superintendent. In counties, the CAO is the commission or council chair, except where there is an elected or appointed manager or executive.

**General Ledger** is a general term for accounting books. A general ledger contains all financial transactions of an organization and may include sub-ledgers that are more detailed. A general ledger may be electronic or paper based. Financial records such as invoices, purchase orders, or depreciation schedules are not part of the general ledger, but rather support the transaction in the general ledger.

**Mitigating Controls** are systems or procedures that effectively mitigate a risk in lieu of separation of duties.

**Original Bank Statement** means a document that has been received directly from the bank. Direct receipt of the document could mean having the statement 1) mailed to an address or PO Box separate from the entity’s place of business, 2) remain in an unopened envelope at the entity offices, or 3) electronically downloaded from the bank website by the intended recipient. The key risk is that a treasurer or clerk who is intending to conceal an unauthorized transaction may be able to physically or electronically alter the statement before the independent reviewer sees it.

**Treasurer** is the custodian of all cash accounts and is responsible for overseeing the receipt of all payments made to the entity. A treasurer is always an authorized signer of all entity checks and is responsible for ensuring cash balances are adequate to cover all payments issued by the entity.



# COUNCIL AGENDA

August 26, 2025

Agenda Item “g”

## Discussion regarding scheduling of Heritage Days

### *Factual Summation*

- **Any questions regarding this agenda item may be directed at Kresta Robinson, Parks and Recreation Director.**
- **Proposed Change to the Annual Heritage Days Schedule**

Traditionally, Heritage Days has been held during the last week of June. However, several years ago, Hill Air Force Base began hosting their air show on the same weekend. During that first year of overlap, we maintained our usual schedule, but we noticed a decline in attendance and vendor participation on Saturday during the day, as many chose to attend the airshow.

Additionally, our Fire Department provides support at the air show and utilizes the incident trailer during the event. While they remain committed to supporting Heritage Days first, regardless of the week it is held, scheduling both events on the same weekend can create logistical challenges for them.

In response, we began adjusting the date of Heritage Days to avoid conflicting with the air show. In years without the air show, we kept Heritage Days on the last week of June. In air show years, we moved it to the week prior. While this approach helped reduce the conflict, it also created confusion among vendors and community members due to the inconsistent scheduling.

To resolve this, we propose that Heritage Days be held annually either on the third weekend in June, or in the years when June has five weekends, on the fourth week. This scheduling would ensure that Heritage Days **consistently** falls on the second-to-last weekend of June each year.

This change would eliminate future conflicts with the air show, allow for better planning and promotion, and provide clarity for both participants and the community.

- Proposed Future Heritage Days Dates:
  - June 13<sup>th</sup>-19<sup>th</sup>, 2027
  - June 11<sup>th</sup>-17<sup>th</sup>, 2028
  - June 18<sup>th</sup>-23<sup>rd</sup>, 2029
  - June 16<sup>th</sup>-22<sup>nd</sup>, 2030
  - June 15<sup>th</sup>-21<sup>st</sup>, 2031

### *Goals of Discussion*

- The following items outline the goals of this discussion:
- We are seeking direction from the council on whether to:
  - Continue to have Heritage Days on the last week of June each year,
  - Continue alternating the date based on the air show schedule, or
  - Establish a consistent date by holding it annually on the **second-to-last weekend of June.**



# COUNCIL AGENDA

August 26, 2025

Agenda Item “h”

Policy Manual Amendments – observance of Juneteenth holiday.

### *Factual Summation*

- Any questions regarding this item can be directed at Assistant City Manager Stephen Marshall.
- Our current policy is to observe Juneteenth on June 19<sup>th</sup> whenever it falls during the week. If it falls on a weekend, it is observed closest to the last working day. Saturday would be observed on Friday and Sunday would be observed on Monday. This follows when the federal government observes Juneteenth. **Clinton and West Point** also follow the federal holiday observation.
- The State of Utah observes Juneteenth as follows:
  - If June 19<sup>th</sup> falls on a Tuesday, Wednesday, Thursday, or Friday, the preceding Monday is the legal holiday. If June 19 falls on Saturday or Sunday, the following Monday is the legal holiday.
- For example, since Juneteenth fell on a Wednesday this year, the State of Utah observed the holiday on Monday June 16<sup>th</sup>. Most of our benchmark cities follow the State of Utah observance, so they also observed the holiday on Monday June 16<sup>th</sup>. These cities include **Clearfield, Layton, Kaysville, Roy, and Farmington**.
- A third option could be to observe Juneteenth on the third Monday of June each year. This would keep the day stationery on a set Monday each year.

### *Discussion Goals*

The following items outline the goals of this discussion:

1. Determine when to observe the Juneteenth holiday. Staff recommends to observe Juneteenth the same as the State of Utah and most of our benchmark cities.



# COUNCIL AGENDA

August 26, 2025

## Agenda Item “i”                      **Discussion on Capital Project reprioritization.**

### ***Factual Summation***

- Any questions regarding this item can be directed at Assistant City Manager Stephen Marshall.
- We are proposing reprioritizing some projects in our capital projects plan. Our current FY2025 utility project has the following locations budgeted:
  - 2925 West and 435 South streets (Kristalyn Gardens)
  - 1275 South Street from 2200 West to 2000 West (Country Crossing)
  - 1250 West Street from Dallas to 1350 South (Villa Vista)
- This project is taking longer than expected. The contractor will not be able to complete the 1275 South or 1250 West projects by the deadline in the contract. We are proposing to move 1275 South and 1250 West projects to fiscal year 2027.
- We are proposing moving up our 3000 West culinary and secondary waterline project to the current budget year. This project will upsize our waterlines from 10” to 12” lines, add valve shutoffs, and move the water lines to the east side of the roundabout. We would like to complete this project as soon as possible before the roundabout is built by Costco.
- The project savings from the 1275 S and 1250 West projects and savings from previously completed projects will offset the 3000 West culinary and secondary water line project. This will not affect our ability to complete our 5-year plan as outlined.
- This reprioritization of projects will be brought back to the council for a budget discussion in September with an October approval. We are requesting that council give administration the green light to get started on the 3000 West waterlines project now due to time constraints and construction of the roundabout on 3000 West.

### ***Discussion Goals***

The following items outline the goals of this discussion:

1. Determine whether to approve the reprioritization of capital projects as outlined.