



2023 Utah Municipal Clerks Association Outstanding City Recorder, Deputy Recorder or Town Clerk of the Year Nomination

Since 1985, the Utah Municipal Clerks Association has recognized an outstanding Recorder or Deputy Recorder and a Town Clerk at our annual Conference. We are now asking you as elected officials, city managers, and peers to nominate a City Recorder, Deputy Recorder, or Town Clerk you feel is deserving of this award. A committee consisting of past recipients will review each nomination and select the winners.

A few guidelines for nominating:

- The nominee shall have served in this capacity for a minimum of three years.
- The person being nominated must be a current member of UMCA.
- Maybe they contributed to the success of their municipality with the implementation of a major cost-saving measure or has successfully applied for a grant to benefit their community. Perhaps they simply run an efficient office, or you are aware of a reason that you think they are deserving of this award.

Please submit a detailed account or letter describing the outstanding efforts of your nominee along with this nomination form to Colleen Mulvey by Friday, **August 18, 2023**.

The nomination and award process are typically done without the knowledge of the nominee. It is helpful to make sure your nominee will be attending the conference in St. George this September.

Recipients will receive a special plaque and a gift basket at the Award Luncheon, and your nomination letter will be read aloud at the luncheon. The governing body of the selected City Recorder/Town Clerk will be notified by September 1st, in order that arrangements can be made for the mayor or other elected official, or city manager, and family of the recipient to attend the luncheon prior to the conference.

Please think seriously about nominating an exceptional City Recorder, Deputy Recorder or Town Clerk.

Name of Nominee: _____ Title: _____

Municipality: _____ Population: _____

Name and title of person making nomination _____

Your email _____ Phone Number _____

Number of years you have known the nominee in their capacity as a recorder/clerk/deputy _____

If you have any questions, please call me at 801-785-9668 ext. 503.

Sincerely,

Colleen A. Mulvey, MMC
Cedar Hills City Recorder
UMCA Past President
www.umca.org

Submit Letter and Nomination to:

Colleen Mulvey, City Recorder
10246 N Canyon Road
Cedar Hills, UT 84062 **OR**
cmulvey@cedarhills.org