

Utah Municipal Clerks Association



Utah Municipal Clerks

January



President's Message

With the New Year on the horizon, many will be making resolutions concerning work, family, and/or various personal objectives. Consequently, this is the perfect time to remember to work some balance into 2015. To that end, allow me to share with you some good advice from bygone days.

I came across the following passage written by Roman Stoic Philosopher, Seneca, (yes, he's a favorite) in the first century A.D.

The mind should not be kept continuously at the same pitch of concentration, but given amusing diversions Our minds must relax: they will rise better and keener after a rest. Just as you must not force fertile farmland, as uninterrupted productivity will soon exhaust it. So constant effort will sap our mental vigor, while a short period of rest and relaxation will restore our powers. Unremitting effort leads to a kind of mental dullness and lethargy We must indulge the mind and from time to time allow it the leisure which is its food and strength.

It amazes me how similar people are throughout time and space: what was true then, I suggest, is true today. So, as you plan your goals for the New Year, make sure to figure in some diversions to allow your mind to relax, renew, and regenerate.

I send my best regards and on behalf of the UMCA Board, wish you a happy, balanced New Year.

balance

Inside this issue:

President's Message	1
Institute and Academy Registration Information	2
New CMC and MMC Certifications	3
2015 Annual Conference update	3
Movers and Shakers	4
Region Updates	5-6
Board of Directors	7
Farewell and Good Luck	8
Winter Word Scramble	9

Institute and Academy —

March 16-20, 2015

University of Utah — Sandy Campus

Institute provides the fundamental and basic principles, aimed at new and intermediate clerks. Designed for clerks seeking their Certified Municipal Clerk (CMC) status. **\$350** (Mon-Fri)

Academy is for clerks with more experience and provides more specialized workshops. Designed for clerks seeking their Master Municipal Clerk (MMC) status and keeping experienced MMCs sharp and up to date. **\$250** (Wed-Fri only) or attend all 5 days for \$350

The Master Municipal Clerk **Professional Development Day** is targeted to seasoned MMC recipients who cannot attend the three day Academy. This is a one-day professional education program focusing on the development of a specific skill area designed to keep you abreast of industry best practices. In addition, you will have an opportunity to engage in a lively discussion with your peers about a variety of specific clerk issues. **\$90** (Thur. only)

Register for [Institute](#)

Register for [Academy](#)

Register for the [MMC Professional Development Day](#)

A room block has been held at the [Country Inn and Suites](#) at a rate of \$106 per night. For those of you who are not familiar with this facility, they offer a full, hot complementary breakfast, a reception hour in the evenings with complementary light meal, beer and wine, and a shuttle to get you to and from the training site.

The Utah Municipal Clerks Association (UMCA) provides a limited number of scholarships for clerks to attend the UMCA. For more information, contact Kate Black, Town of Alta, at 801-363-5105 or kswb@townofalta.com.

2015 UMCA Annual Conference —

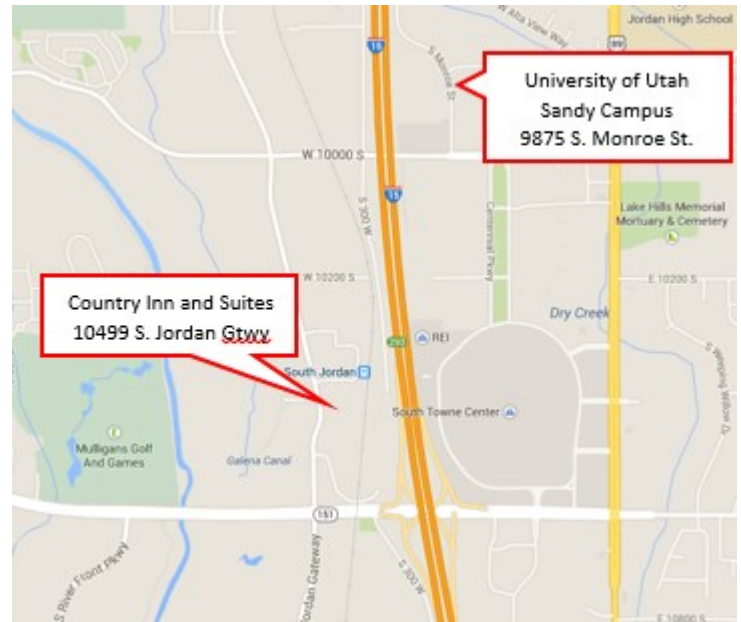
An update for our members:

After a significant amount of time and effort, the Board was unable to secure a venue in St. George for the 2015 Annual Conference. It is very difficult to find a facility that is able to accommodate a group of our size and meet our requirements for breakout sessions. It is a busy time of year and everything was booked the week of our conference.

On the bright side, Logan was available and based on the feedback we received from the membership, we didn't think people would have an issue with us going there again in 2015. We are working out the details and more information will go out as it becomes available.

For now, just mark your calendars for September 23-25, 2015 and we will see you in Logan!

Logan



Congratulations

New CMC and MMC Designations —



Kari Jimenez, MMC—Ivins City Recorder

Kari was presented with her MMC certificate by Danice Bulloch, CMC—Washington City Recorder and SWRCA President at the Ivins City Council meeting on Thursday, December 18, 2014. She received a beautiful plant from the UMCA and lovely flowers from SWRCA.



Renon Savage, MMC—Cedar City Recorder

Renon received her MMC Certification from the IIMC on November 19, 2014. Members of the UMCA Board will be in Cedar City on **Wednesday, January 7, 2015 at 5:30 p.m.** to make a formal presentation and present Renon with her MMC certificate.

Weather permitting

LET IT SNOW
LET IT SNOW
LET IT SNOW

Movers and Shakers —

Shanna Johnson—Perry City Director of Finance and Human Resources



Before working for Perry City, Shanna Johnson worked for Citigroup for 8 ½ years. She began at Citigroup as a Customer Service Representative, but was quickly promoted to a Client Specialist, then Executive Assistant, and completed her career with Citigroup as a Human Resources Specialist. She started working for Perry City in 2007 as the Chief Deputy Recorder, supervising Finance and Human Resources. She was recently promoted to Director of Finance and Human Resources.

Shanna and her husband have been married for 20 years and have three sons ages 20, 15, and 11. She loves spending time with her family camping, riding ATV's, riding their wave runner, and hanging out on the beach at Bear Lake. She and her husband recently purchased a motorcycle and Shanna has worked very hard to be brave enough to ride on the back; this usually requires a mini vacation or a dinner date.

She has been active in the BRAG Clerk's Association acting as the 2nd Vice President, Vice President and now President. She likes that this association provides a venue for networking and learning and is very impressed with the many talented clerks and their wealth of knowledge.

Shanna has lived in Box Elder County for 9 years, 7 of which, have been in Perry. She loves her community and finds that working in city government gives her a closer bond to the wonderful residents who live there. She is very passionate about doing what is best for the City and its citizens.

Linsey Nessen—Tremonton City Deputy Recorder

Linsey Barfuss was born in Tremonton and is the youngest of five siblings. She has two older brothers, Tyler and John, and two older sisters, Cindy and Wendy. Linsey was placed in the "Excel" program for gifted students in elementary school. That helped her overcome some of her shyness and gain confidence in her abilities.

She took piano lessons for several years and has learned to play well enough to accompany her ward choir and the Primary. Her mother will always remember one piano recital in particular. Linsey had learned a difficult classical piece with several variations of the tune, "Twinkle, Twinkle Little Star." As she began her piece with a very simple version of the nursery rhyme, most everyone in the audience thought she was just a new beginning student. It was fun to watch the surprise on their faces as she continued the piece and each variation got more intricate and difficult!

Linsey grew up in a family that loves to play sports and developed her athletic skills as they played together. She especially liked softball and learned how to fast pitch. She played in the Tremonton City girls' league every summer and went on to play in the Logan league for a few more summers. She also worked on her basketball skills and played on the girls' basketball teams during her freshman and sophomore years at Bear River High School.

Linsey graduated from Bear River in 2005 with grades that earned her a scholarship at Utah State University. She interrupted her studies long enough to marry her sweetheart, Nick Nessen, on December 16, 2005 and earned her BS in Human Resource Management in 2008. She began working for Tremonton City in December 2009 as the Payroll/HR/Business License Clerk.

On November 20, 2011, Linsey and Nick became the proud parents of a darling baby boy they named Wyatt; he has since taken over their entire world.

She was appointed Deputy Recorder in July 2012 and became a Certified Business Licensing Official in October 2014. Linsey holds her Records Officer Certification from the State Archives, served as BRAG Secretary in 2013 and 2014, was elected 2nd Vice President for 2014 and 2015, and has served on several committees for the UMCA and UBLA (Utah Business Licensing Association).

Linsey has a happy disposition and a warm smile for everyone. Those who know and associate with her know that she is a kind, loving and caring person who is always willing to help others. She is loved by everyone who knows her. Linsey is a fantastic employee and a great asset to the City.



UMCA Region Updates —

BRAG

The BRAG Area Clerks & Recordors met at Maddox in Brigham City on October 24, 2014. Sharon Hoth from the Cache County Clerk's Office and Marla Young from the Box Elder County Clerk's Office led a panel discussion focused on elections including mail-in voting. There was an abundance of good questions and information.

Providence City Recorder since 1995, Skarlet Bankhead, was spotlighted. She wears two hats now as she has also been the City Administrator since 2005.

Elections were held and the BRAG presidency for 2015 is Shanna Johnson (President), Perry City; Sylvia Tibbitts (1st Vice President), Logan City; Linsey Nessen (2nd Vice President), Tremonton City; Scott Bennett (Secretary/Treasurer), North Logan; (Past President), Kristi Hidalgo. We would like to thank Kristi for her leadership this past year.

ALL OF US WISH ALL OF YOU A HEALTHY AND HAPPY NEW YEAR!

CURA

Our awesome CURA members again sponsored Angel Tree recipients with generous donations at our annual Christmas party. This is an endearing tradition that Colleen Mulvey pulls together for us every year, and we appreciate the opportunity to be of help to some of those in need during the holidays.

In November, we met in Pleasant Grove for an interesting discussion on Customer Service Standards. Pleasant Grove has instituted a training and rewards program for employees that is paying off with increasing customer satisfaction. David Larson, who serves as the assistant to the City Manager, led the discussion on the Pleasant Grove P.R.O.U.D. program. We all came away with some new ideas on how to respond to citizen input.

Until the January elections, our Board consists of Linda Midgley, President; Kathy Kresser, Vice-president; Anna Manwell, Secretary; and Colleen Mulvey, Treasurer.

DMWRA

We met at Riverdale's Municipal Building for our October meeting. Blair Jones, Hill AFB Emergency Preparations Expert, gave us lots of great information on how to shelter in place at work or home in the event of an emergency such as an active shooter in the building or a chemical spill.

Clearfield hosted in November and we were able to tour the State Records Center and see their operation. They informed us that a new climate controlled area for certain record types is in the works and at times they have taken in over 500 boxes in a single day. It was well worth the trip!

In December, West Bountiful and Bountiful co-hosted. We met at Roosters Brewing Company in Layton for a wonderful lunch. Rather than doing a gift exchange between members, we donated a trunk load of items to the Safe Harbor Domestic Violence Shelter.

We are pleased to announce the DMWRA Board members for 2015!

President—Holly Gadd, Farmington
Treasurer—Amy Rodriguez, Washington Terrace

Vice President—Lisa Titensor, Clinton
Secretary—Leesa Kapetanov, South Ogden



UMCA Region Updates cont'd —

GSLCRA

The Greater Salt Lake Clerks and Records Association (GSLCRA) met in October at Sandy City Hall. A delicious luncheon was provided and a table-top discussion was held regarding differing forms of government in cities and voluminous GRAMA requests that have been received. Discussion also took place regarding election issues and vote-by-mail options. The December GSLCRA meeting was hosted by West Valley City at the Utah Cultural Celebration Center. An informative presentation on dealing with the media was given by West Valley City Public Safety PIO Roxeanne Vainuku. Once again, a yummy lunch was enjoyed.

New GSLCRA Officers for 2015 were elected, as follows:

Jackie Nostrom (Herriman) as President

Molly Spira (Sandy) as Vice-President

Cindy Quick (Herriman) as Secretary

Melanie Briggs (West Jordan) as Treasurer

We wish to express a big “thank you” to our outgoing officers! We always have a good turnout at GSLCRA Meetings and find networking with others in our field to be extremely valuable.



MCRA

The newly created Millard County Records Association (MCRA) just had our first meeting and Officer elections. Barbara Clark of Delta will continue to serve as President. Karen Lovell of Oak City Town was elected Vice President, and Tamara Dallin of Holden Town was elected Secretary.

SCURA

SCURA held its Christmas luncheon before Thanksgiving just to beat the rush. We met at the Golden Seas Restaurant in Gunnison and celebrated Chinese style! Rather than exchange Christmas gifts, we put money in a card for a special family, and hopefully surprised them. Everyone in attendance received the handout from the recent State Archives training held in Ephraim regarding e-mail record retention. We recommended this be reviewed with the staff, council and IT personnel. As usual, we had a great discussion about problems we all deal with, and learned some great solutions.

Elections were held with the following new officers put in:

President: Jan Anderson—Fairview

Vice President: Jane Banks—Mt. Pleasant

Secretary: Catherine Bartholomew—Mayfield

We are excited for the new year, and wish the best for you and yours.

SWRCA

We held our quarterly meeting which also happened to be our Christmas luncheon. A huge thanks to Christina Fernandez from the City of St. George for the use of their historic Social Hall. What a great building and beautiful location. We had a great turnout with thirteen cities being represented by fifteen Recorder/Clerk/Deputy Records attending. Not only did we have a great time with prizes and great food, but we reviewed topics for next year's agendas along with reviewing and approving amendments to our by-laws.

We are also pleased to announce that two of our members have attained their MMC Certifications. Congratulations to Kari Jimenez, Ivins City Recorder and Renon Savage, Cedar City Recorder.

CONGRATULATIONS

WGPB

This new region will be organizing with their first meeting during the month of January. New by-laws will be presented and officers elected. This region includes the cities and towns in Wayne, Piute, Beaver and Northern Garfield Counties. The populations vary from slightly over 100 residents to slightly over 3,000 residents. We look forward for the opportunity to share ideas and learn from each other. We will be taking advantage of technology to hold meetings during the year and hold trainings without extensive travel. It is great to belong to an organization that finds ways to help all its members. We hope everyone has a wonderful new year.



2014-2015 UMCA Board of Directors

President

Fionnuala Kofoed, MMC

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Past President

Annette Spendlove, MMC

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Vice President

Thieda Wellman, CMC

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Membership Director

Teresa Harris

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Colleen Mulvey, CMC

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Communications Director

Julia LaSeure, CMC

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Secretary

Susan Farnsworth, MMC

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Treasurer

Kate Black

Alta Town Clerk
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Farewell

Jan Davis passed away peacefully in her home on the morning of November 20, 2014 after a courageous battle with cancer. She was 66 years old.

Jan was born July 14, 1948 in San Bernardino, CA. She graduated from Pacific High School then moved to Provo, UT to attend Brigham Young University. While attending BYU, Jan met her future husband, Edwin Reese Davis Jr. After she graduated with a Bachelor's degree in Spanish, they were married in the Los Angeles Temple, then later settled in Denver, CO to raise their five children. After 16 years of marriage they divorced. In 1987 Jan, along with her five children, moved to Elk Ridge, UT where she lived out the rest of her days.

She worked 23 years for the city of Elk Ridge as the City Recorder, then later promoted to Office Manager. She enjoyed working for the city and cherished the friendships that developed. The years of service that she gave were both generous and loyal. She was presented with the 2014 Citizen of the Year Award just months before she passed. She is irreplaceable and will truly be missed.

Jan's greatest joy and love in life always centered around her family. She absolutely loved spending time with her children and 15 grandchildren.



Janice Hope Fulkerson Davis
1948 - 2014

Good Luck!



Kim Coleman worked for the City of Bountiful for over 24 years. He started there in July 1990 as the Asst. Finance Director/Deputy Recorder, and became the Finance Director/Recorder in January 1998, after Arden Jenson retired. During Kim's time there, the City received the GFOA Certificate of Achievement for Excellence in Financial Reporting every year. Kim played a key role in that effort. Kim worked closely with the Mayor and five Council members on a regular basis, as well as the Directors and staff of 17 departments.

Those of us who know Kim well know he is a very dedicated worker, is loyal and keeps his commitments. Give him a job to do and you can be sure it will be done timely, accurately and professionally. If you didn't have a chance to get to know Kim Coleman through the UMCA, well...you missed out. He left the City of Bountiful at the end of November 2014 and is currently employed by the Granger-Hunter Improvement District, a Water and Sewer Improvement District serving West Valley, as Controller over financial operations.

Kim said he will miss the Clerks/Recorders, and hopes to cross paths with many of us again. This could happen, as he'll be handling elections for the District and may be calling for elections updates. Kim wishes us all the best!



Please submit newsletter articles, notices, and ideas to JULIA LASEURE

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 Fax: 801-629-8154
 E-mail: julialaseure@ogdencity.com

EDUCATION AND
 NETWORKING FOR
 SUCCESS



WINTER

Word Scramble

1.	LOCD	
2.	ETAHER	
3.	ATCO	
4.	AOENSS	
5.	WOSN	
6.	ICCRAT	
7.	CIE	
8.	SARFC	
9.	IDLZRZB	
10.	EZREFE	
11.	LKNEFWSAO	
12.	TRSFO	
13.	KSI	
14.	IABRETHEN	
15.	OSDNWARBO	
16.	FREI	
17.	IECILC	
18.	SGEOLV	
19.	SNNWMAO	
20.	SREATWE	



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|-----|----------|-----|-----------|
| 10. | FREEZE | 20. | SWEATER |
| 9. | BLIZZARD | 19. | SNOWMAN |
| 8. | SCARF | 18. | GLOVES |
| 7. | ICE | 17. | ICICLE |
| 6. | ARCTIC | 16. | FIRE |
| 5. | SNOW | 15. | SNOWBOARD |
| 4. | SEASON | 14. | HIBERNATE |
| 3. | COAT | 13. | SKI |
| 2. | HEATER | 12. | FROST |
| 1. | COLD | 11. | SNOWFLAKE |