



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Alpine (Utah)

20 North Main Street, Alpine UT 84004
801-756-6347

Records Officer(s)

Bonnie Cooper

20 North Main St
Alpine, UT 84004
E-mail: bcooper@alpinecity.org

Records Officer Certification

Initial Certification: 06/01/2020
Most Recent Certification: 05/16/2022
Certification Expires: 05/16/2023

Records Officer's certification has expired.

Alta (Utah)

PO Box 8016, Alta UT 84092
801-742-3522

Records Officer(s)

Jennifer Clancy

Agency Employee
Alta, UT 84092
E-mail: jen@townofalta.com
Description of Role: Deputy Town Clerk seeking to be the Town Clerk and Records Officer

Records Officer Certification

Initial Certification: 02/18/2022
Most Recent Certification: 02/18/2022
Certification Expires: 02/18/2023

Records Officer's certification has expired.

Alta (Utah). Marshal's Office

PO Box 8016, Alta UT 84092
801-742-3522

Altamont (Utah)

10 West Main St, P.O. Box 57, Altamont UT 84001
(435)454-3702

Records Officer(s)

Melba Markham

Town Clerk
PO Box 57
Altamont, UT 84001
E-mail: altamont3469@gmail.com

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Amanda Gardner

Records Officer
E-mail: amandaeliza46@gmail.com
Description of Role: Town Clerk



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with Authorized Records Officers

Records Officer Certification

Initial Certification: 10/06/2021

Most Recent Certification: 09/22/2022

Certification Expires: 09/22/2023

Records Officer's certification has expired.

Alton (Utah)

Town Hall, 11 South 100 West, P.O. Box 100781, Alton UT 84710

435-648-2635

Records Officer(s)

Carrie Heaton

Town Clerk

11 S. 100 W.

PO Box 100781

Alton, UT 84710

E-mail: altonut@xpressweb.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Amalga (Utah)

6590 North 2400 West, Amalga UT 84335

435-563-3039

Records Officer(s)

Mrs. Lee Ann Barton

Records Officer

7790 N 2400 W

Amalga, UT 84335

Description of Role: Town Clerk

Records Officer Certification

Initial Certification: 06/24/2018

Most Recent Certification: 05/11/2020

Certification Expires: 05/11/2021

Records Officer's certification has expired.

American Fork (Utah)

51 E. Main Street, City Administrative Office, American Fork UT 84003

801-763-3000

Records Officer(s)

Mrs. Terilyn Lurker

Agency Employee

51 E. Main Street

American Fork, UT 84003

E-mail: tlurker@americanfork.gov

Description of Role: I am the Recorder terilyn@afcity.net

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 08/31/2022

Certification Expires: 08/31/2023

Records Officer's certification has expired.

American Fork (Utah). Police Department



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75 East 80 North, American Fork UT 84003
801-763-3020

Records Officer(s)

Adam Ellison

75 East 80 North
American Fork, UT 84003
E-mail: aellison@afcity.net

Records Officer Certification

Initial Certification: 02/23/2017
Most Recent Certification: 08/18/2022
Certification Expires: 08/18/2023
Records Officer's certification has expired.

Mr. Scott Grant Johnson

Records Officer
15 E 200 N apt 12
Orem, Ut 84057
E-mail: sjohnson@americanfork.gov
Description of Role: I am a newly hired records officer with American Fork Police Department.

Records Officer Certification

Initial Certification: 08/23/2022
Most Recent Certification: 08/23/2022
Certification Expires: 08/23/2023
Records Officer's certification has expired.

Annabella (Utah)

295 E. 300 N., PO Box 175, Annabella UT 84711
435-896-6571

Records Officer(s)

Tina Mitchell

Clerk/Records Management
295 East 300 North
PO Box 175
Annabella, UT 84711
E-mail: annabellatown@hotmail.com

Records Officer Certification

Initial Certification: 07/17/2013
Most Recent Certification: 04/20/2022
Certification Expires: 04/20/2023
Records Officer's certification has expired.

Antimony (Utah)

Community Center, 120 North Main St, P.O. Box 120046, Antimony UT 84712
435-624-3300

Records Officer(s)

Roma Henrie

Town Clerk
PO Box 120046
120 N Main
Antimony, UT 84712
E-mail: antimonytown@scinternet.net
Description of Role: All town records

Records Officer Certification

Initial Certification: 11/08/2018
Most Recent Certification: 11/08/2018
Certification Expires: 11/08/2019
Records Officer's certification has expired.



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Apple Valley (Utah)

1777 North Meadowlark Drive, Apple Valley UT 84737

435-877-1190

Records Officer(s)

Jenna Vizcardo

E-mail: clerk@applevalleyut.gov

Records Officer Certification

Initial Certification: 04/26/2022

Most Recent Certification: 04/26/2022

Certification Expires: 04/26/2023

Records Officer's certification has expired.

Aurora (Utah)

20 S. 120 E., PO Box 477, Aurora UT 84620

435-529-7643

Records Officer(s)

Clint Johnson

Recorder

20 S. 120 E.

PO Box 477

Aurora, UT 84620

E-mail: cjohnson@auroracity.org

Description of Role: I am the recorder for Aurora City and was appointed at the beginning of this year.

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 12/02/2022

Certification Expires: 12/02/2023

Records Officer's certification has expired.

Aurora (Utah). Police Department

P.O. Box 477, 20 South 120 East, Aurora UT 84620

435-529-7643

Records Officer(s)

Clint Johnson

Recorder

20 S. 120 E.

PO Box 477

Aurora, UT 84620

E-mail: cjohnson@auroracity.org

Description of Role: I am the recorder for Aurora City and was appointed at the beginning of this year.

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 12/02/2022

Certification Expires: 12/02/2023

Records Officer's certification has expired.

Ballard (Utah)

Ballard City Bldg., 2381 E. 1000 S., Rt. 2, Box 2381, Ballard UT 84066

435-722-3393

Records Officer(s)



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with Authorized Records Officers

Kaelyn Meyers

Records Officer
2381 East 1000 South
Rt. 2, Box 2381
Ballard, UT 84066
E-mail: ballard1@ubtanet.com
Description of Role: City records, GRAMA

Records Officer Certification

Initial Certification: 11/07/2012
Most Recent Certification: 09/08/2022
Certification Expires: 09/08/2023

Records Officer's certification has expired.

Bear River (Utah)

Bear River City Civic Center, 5871 N. 4700 W., P.O. Box 160, Bear River City UT 84301
435-279-8626

Records Officer(s)

Mrs. Sue Ann Holmgren

Records Officer
5871 North 4700 West
PO Box 160
Bear River City, UT 84301
E-mail: bearrivercity@frontiernet.net
Description of Role: Town Clerk and GRAMA responder.

Records Officer Certification

Initial Certification: 10/29/2013
Most Recent Certification: 05/09/2022
Certification Expires: 05/09/2023

Records Officer's certification has expired.

Bear River (Utah). Sesquicentennial Celebration Committee.

Beaver (Utah)

60 West Center, P.O. Box 271, Beaver UT 84713
435-438-2451

Records Officer(s)

Anona S Yardley

City Recorder
PO Box 271
Beaver, UT 84713
E-mail: ayardley@beaverutah.net
Description of Role: City records and GRAMA

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 01/03/2023
Certification Expires: 01/03/2024

Records Officer's certification has expired.

Bicknell (Utah)

64 West 100 North, P.O. Box 96, Bicknell UT 84715
435-425-3315

Records Officer(s)



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Kelsey Brinkerhoff

Records Officer
64 w 100 n
Bicknell, UT 84715
E-mail: kelseybicknellutah@gmail.com

Records Officer Certification

Initial Certification: 09/27/2021
Most Recent Certification: 09/19/2022
Certification Expires: 09/19/2023

Records Officer's certification has expired.

Big Water (Utah)

Big Water Town Hall, 60 Aaron Burr, Ste. A, Drawer410127, Big Water UT 84741
435-675-3760

Records Officer(s)

Michelle Dufour

Deputy Town Clerk
P.O. Box 410127
Big Water, UT 84741
E-mail: bigwaterclerk@gmail.com
Description of Role: All areas of records management

Records Officer Certification

Initial Certification: 11/12/2013
Most Recent Certification: 03/25/2022
Certification Expires: 03/25/2023

Records Officer's certification has expired.

Big Water (Utah). Town Marshal

60 Aaron Burr, Suite A, Drawer 410127, Big Water UT 84741
435-675-3760

Records Officer(s)

Michelle Dufour

Deputy Town Clerk
P.O. Box 410127
Big Water, UT 84741
E-mail: bigwaterclerk@gmail.com
Description of Role: All areas of records management

Records Officer Certification

Initial Certification: 11/12/2013
Most Recent Certification: 03/25/2022
Certification Expires: 03/25/2023

Records Officer's certification has expired.

Blanding (Utah)

50 West 100 South, Blanding UT 84511
435-678-2791

Records Officer(s)

Kim Palmer

Finance Director
50 W. 100 S.
Blanding, UT 84511
E-mail: kpalmer@blanding-ut.gov
Description of Role: GRAMA requests and records management



Municipality Agency Names

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Records Officer Certification

Initial Certification: 01/09/2013

Most Recent Certification: 11/07/2022

Certification Expires: 11/07/2023

Records Officer's certification has expired.

Jonna Jayne Meyer

Records Officer

50 West 100 south

Blanding, UT

E-mail: jmeyer@blanding-ut.gov

Description of Role: Maintain all records including city minutes, city council packets, and retain all records

Records Officer Certification

Initial Certification: 12/08/2021

Most Recent Certification: 12/14/2021

Certification Expires: 12/14/2022

Records Officer's certification has expired.

Blanding (Utah). Blanding Area Travel Council.

Blanding (Utah). Police Department

167 E. 500 N., Blanding UT 84511

435-678-2916

Records Officer(s)

Kim Palmer

Finance Director

50 W. 100 S.

Blanding, UT 84511

E-mail: kpalmer@blanding-ut.gov

Description of Role: GRAMA requests and records management

Records Officer Certification

Initial Certification: 01/09/2013

Most Recent Certification: 11/07/2022

Certification Expires: 11/07/2023

Records Officer's certification has expired.

Bluff (Utah)

Town of Bluff, 190 N 3rd East #1, Bluff UT 84512

435-672-2241

Records Officer(s)

Linda Sosa

Town council member and records officer

Town of Bluff

190 N 3rd East #1

Bluff, UT 84512

E-mail: linda@townofbluff.org

Records Officer Certification

Initial Certification: 10/27/2018

Most Recent Certification: 09/18/2022

Certification Expires: 09/18/2023

Records Officer's certification has expired.

Kristen Bushnell

Recorder

Town Of Bluff

190 North Third East, #1

Bluff, UT 84512

E-mail: kristenpzbluff@gmail.com



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Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Bluffdale (Utah)

2222 West 14400 South, Bluffdale UT 84065-5248

8018499407

Records Officer(s)

Wendy Deppe

City Recorder

Bluffdale City Hall

2222 West 14400 South

Bluffdale, UT 84065-5248

E-mail: wdeppe@bluffdale.com

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 07/23/2019

Certification Expires: 07/23/2020

Records Officer's certification has expired.

Tamara Timothy

E-mail: TTimothy@bluffdalecity.onmicrosoft.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Bluffdale (Utah). Police Department

14350 South 2200 West, Bluffdale UT 84065

801-858-0509

Records Officer(s)

Cristy Soper

Police Department Administrative Assistant

1307 North Commerce Drive

Suite 120

Saratoga Springs, UT 84045

E-mail: csoper@saratogaspringscity.com

Description of Role: GRAMA and records management for the Saratoga Springs and Bluffdale Police departments.

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 03/24/2022

Certification Expires: 03/24/2023

Records Officer's certification has expired.

Channda Metts

14350 South 2200 West

Bluffdale, UT 84065

E-mail: cmetts@saratogaspringscity.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Bothwell (Utah)



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Boulder (Utah)

Boulder Town Hall, 351 N. 100 E., P.O. Box 1329, Boulder UT 84716

435-335-7300

Records Officer(s)

Judith Davis

Town Clerk
351 N. 100 E.
PO Box 1329
Boulder, UT 84716
E-mail: ldandjjdavis@scinternet.net

Records Officer Certification

Initial Certification: 09/08/2015
Most Recent Certification: 01/13/2021
Certification Expires: 01/13/2022

Records Officer's certification has expired.

Bountiful (Utah)

790 South 100 East, Bountiful UT 84010

801-298-6140

Records Officer(s)

Shawna Kay Andrus

Records Officer
795 South Main Street
Bountiful, UT 84010
E-mail: shawna@bountiful.gov
Description of Role: Bountiful City Recorder

Records Officer Certification

Initial Certification: 06/05/2015
Most Recent Certification: 05/16/2022
Certification Expires: 05/16/2023

Records Officer's certification has expired.

Desiree Lund

Agency Employee
805 South Main Street
Bountiful, UT 84010
E-mail: dlund@bountiful.gov
Description of Role: Records Clerk

Records Officer Certification

Initial Certification: 01/26/2015
Most Recent Certification: 02/10/2023
Certification Expires: 02/10/2024

Records Officer's certification has expired.

Camille Olivia Jiron

Records Officer
805 S Main St.
Bountiful, UT 84010
E-mail: cjiron@bountiful.gov

Records Officer Certification

Initial Certification: 07/02/2021
Most Recent Certification: 06/28/2022
Certification Expires: 06/28/2023

Records Officer's certification has expired.

Bountiful (Utah). Bountiful Police Department

805 S. Main Street, Bountiful UT 84010

801-298-6000



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Records Officer(s)

Camille Olivia Jiron

Records Officer
805 S Main St.
Bountiful, UT 84010
E-mail: cjiron@bountiful.gov

Records Officer Certification

Initial Certification: 07/02/2021
Most Recent Certification: 06/28/2022
Certification Expires: 06/28/2023

Records Officer's certification has expired.

Desiree Lund

Agency Employee
805 South Main Street
Bountiful, UT 84010
E-mail: dlund@bountiful.gov
Description of Role: Records Clerk

Records Officer Certification

Initial Certification: 01/26/2015
Most Recent Certification: 02/10/2023
Certification Expires: 02/10/2024

Records Officer's certification has expired.

Sarah Lewis

Agency Employee
805 South Main Street
Bountiful, UT 84010
E-mail: slewis@bountiful.gov

Records Officer Certification

Initial Certification: 06/11/2017
Most Recent Certification: 07/07/2022
Certification Expires: 07/07/2023

Records Officer's certification has expired.

Sophia Sage Ward

Agency Employee
805 S Main
Bountiful, UT 84010
E-mail: sward@bountiful.gov

Records Officer Certification

Initial Certification: 07/02/2021
Most Recent Certification: 07/07/2022
Certification Expires: 07/07/2023

Records Officer's certification has expired.

Brian Head (Utah)

56 North Hwy 143, P.O. Box 190068, Brian Head UT 84719
435-677-2029

Records Officer(s)

Nancy Leigh

Town Clerk
56 North Hwy. 143
P.O. Box 190068
Brian Head, UT 84719
E-mail: nleigh@bhtown.utah.gov
Description of Role: Records management, GRAMA, destruction logs, police records, etc.

Records Officer Certification

Initial Certification: 05/22/2013
Most Recent Certification: 09/26/2022
Certification Expires: 09/26/2023

Records Officer's certification has expired.

Brian Head (Utah). Police Department



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535 South Vasels Road, P.O. Box 190068, Brian Head UT 84719
435-677-2029

Records Officer(s)

Nancy Leigh

Town Clerk
56 North Hwy. 143
P.O. Box 190068
Brian Head, UT 84719
E-mail: nleigh@bhtown.utah.gov
Description of Role: Records management, GRAMA, destruction logs, police records, etc.

Records Officer Certification

Initial Certification: 05/22/2013

Most Recent Certification: 09/26/2022

Certification Expires: 09/26/2023

Records Officer's certification has expired.

Brigham City (Utah)

20 North Main, P.O. Box 1005, Brigham City UT 84302
435-734-6600

Records Officer(s)

Christina Boss

Records Officer
20 North Main Street
Brigham City, UT 84302
E-mail: cboss@bcutah.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 11/06/2019

Most Recent Certification: 11/02/2022

Certification Expires: 11/02/2023

Records Officer's certification has expired.

Kari Pyle

Records Officer
E-mail: kapyle43@hotmail.com
Description of Role: Administrative Assistant at Brigham City Fire Department. Over receiving GRAMA requests for medical records.

Records Officer Certification

Initial Certification: 03/24/2022

Most Recent Certification: 03/28/2022

Certification Expires: 03/28/2023

Records Officer's certification has expired.

Brigham City (Utah). Board of Adjustment

20 North Main Street #A, Brigham City UT 84302
(435)734-6612

Brigham City (Utah). City Council

PO Box 1005, 20 North Main, Brigham City UT 84302
435-734-2001

Brigham City (Utah). Mayor

20 North Main, Brigham City UT 84302



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Brigham City (Utah). Parks and Recreation Department

1800 North 2000 West, Brigham City UT 84302

(435)734-6615

Brigham City (Utah). City Sexton

PO Box 1005, 20 N. Main St., Brigham City UT 84302

435 734 2001

Brigham City (Utah). Public Works Department

980 W. Forest Street, Brigham City UT 84302

435-734-6615

Brigham City (Utah). City Recorder

PO Box 1005, 20 N. Main St., Brigham City UT 84302

435-734-6621

Records Officer(s)

Christina Boss

Records Officer

20 North Main Street

Brigham City, UT 84302

E-mail: cboss@bcutah.org

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 11/06/2019

Most Recent Certification: 11/02/2022

Certification Expires: 11/02/2023

Records Officer's certification has expired.

Brigham City (Utah). Planning Commission

20 n main st #A, Brigham City UT 84302

(435)734-6612

Brigham City (Utah). Brigham Police Department

20 North Main Ste. B, PO Box 1005, Brigham City UT 84302

435-734-6650

Records Officer(s)

Susan Zecca

Police Records Clerk Coordinator

20 North Main St. Ste B

Brigham City, UT 84302-5011

E-mail: szecca@bcutah.org

Records Officer Certification

Initial Certification: 10/07/2020

Most Recent Certification: 11/09/2022

Certification Expires: 11/09/2023

Records Officer's certification has expired.



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Christina Boss

Records Officer
20 North Main Street
Brigham City, UT 84302
E-mail: cboss@bcutah.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 11/06/2019
Most Recent Certification: 11/02/2022
Certification Expires: 11/02/2023

Records Officer's certification has expired.

Brigham City (Utah). Shade Tree Commission

980 W. Forest Street, Brigham City UT 84302
435-734-6615

Brighton (Utah)

11185 East Mountain Sun Lane, Brighton UT 84121
435-940-9099

Records Officer(s)

Kara John

Town Clerk
6788 Big Cottonwood Canyon Road
Brighton, UT
E-mail: karajohn@brighton.utah.gov

Records Officer Certification

Initial Certification: 10/27/2021
Most Recent Certification: 10/20/2022
Certification Expires: 10/20/2023

Records Officer's certification has expired.

Brighton (Utah). Town Council.

Bryce Canyon City (Utah)

165 S. Main, Bryce Canyon City UT 84764

Records Officer(s)

Sydney Joyce Syrett-Lamas

Records Officer
Bryce Canyon City Hall
70 West 100 North
Bryce, UT 84764
E-mail: sydsyrett@gmail.com
Description of Role: Bryce Canyon City Clerk

Records Officer Certification

Initial Certification: 05/06/2015
Most Recent Certification: 02/21/2020
Certification Expires: 02/21/2021

Records Officer's certification has expired.

Cannonville (Utah)

Community Center, 25 South Redrock Dr, PO Box 180075, Cannonville UT 84718
435-679-8784

Records Officer(s)



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Mr. Tom Shakespeare

Records Officer
25 South Redrock Drive
PO Box 180075
Cannonville, UT 84718
E-mail: canvtown@scinternet.net
Description of Role: Town clerk

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Castle Dale (Utah)

City Hall, 65 East 1st North, P.O. Box 728, Castle Dale UT 84513
435-381-2115

Records Officer(s)

Lael White

City Recorder
65 East 100 North
PO Box 728
Castle Dale, UT 84513
E-mail: castledalerecorder@gmail.com

Records Officer Certification

Initial Certification: 03/26/2014
Most Recent Certification: 09/19/2022
Certification Expires: 09/19/2023
Records Officer's certification has expired.

Castle Valley (Utah)

Castle Valley Community Center, #2Castle Valley Dr., HC-64 Box 2705, Castle Valley UT 84532
435-259-9828

Records Officer(s)

Jocelyn Buck

Town Clerk
HC 64 Box 2705
Castle Valley, UT 84532
E-mail: townclerk@castlevalleyutah.com

Records Officer Certification

Initial Certification: 12/27/2016
Most Recent Certification: 12/28/2022
Certification Expires: 12/28/2023
Records Officer's certification has expired.

Jocelyn Buck

E-mail: canadaroo@yahoo.com

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Cedar City (Utah)

10 North Main Street, Cedar City UT 84720
435-586-2950

Records Officer(s)



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Renon Savage

City Recorder
10 N. Main Street
Cedar City, UT 84720
E-mail: srenon@cedarcity.org

Records Officer Certification

Initial Certification: 04/15/2013
Most Recent Certification: 06/02/2022
Certification Expires: 06/02/2023

Records Officer's certification has expired.

Cedar City (Utah). Police Department

10 N. Main Street, Cedar City UT 84720
435-586-2956

Records Officer(s)

Lori Fillerup

Police Support and Records Specialist
10 North Main Street
Cedar City, UT 84720
E-mail: flori@cedarcity.org

Records Officer Certification

Initial Certification: 09/22/2021
Most Recent Certification: 09/22/2021
Certification Expires: 09/22/2022

Records Officer's certification has expired.

Mrs. Cassie Marie Edwards

Records Officer
10 N Main St
Cedar City, UT 84720
E-mail: ecassie@cedarcity.org
Description of Role: employee records, dissemination of police reports, video etc.

Records Officer Certification

Initial Certification: 10/02/2020
Most Recent Certification: 09/30/2022
Certification Expires: 09/30/2023

Records Officer's certification has expired.

Cedar Fort (Utah)

Cedar Fort Community Center, 372 South 100 East, P.O. Box 389, Cedar Fort UT 84013
801-768-2147

Records Officer(s)

Cara Lyon

Cedar Fort Town Clerk
P.O. Box 389
Cedar Fort, UT 84013
E-mail: clerk@cedarfort.town

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Cedar Hills (Utah)

3925 West Cedar Hills Drive, Cedar Hills UT 84062
801-785-9668

Records Officer(s)



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Colleen Mulvey

City Recorder
10246 N. Canyon Road
Cedar Hills, UT 84062
E-mail: cmulvey@cedarhills.org
Description of Role: Records management, GRAMA

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 10/26/2022
Certification Expires: 10/26/2023

Records Officer's certification has expired.

Centerfield (Utah)

Centerfield City Hall, 130 South Main, P.O. Box 220200, Centerfield UT 84622
435-528-3296

Records Officer(s)

Lacey Belnap

130 S Main St
Centerfield, UT 84622
E-mail: belnapl@centerfieldcity.org

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Centerville (Utah)

250 North Main, Centerville UT 84014
801-295-3477

Records Officer(s)

Jennifer Hansen

City Recorder
250 N. Main St.
Centerville, UT 84014
E-mail: jennifer.hansen@centervilleutah.gov
Description of Role: Centerville City Recorder

Records Officer Certification

Initial Certification: 07/08/2021
Most Recent Certification: 07/08/2022
Certification Expires: 07/08/2023

Records Officer's certification has expired.

Centerville (Utah). Sexton

Centerville (Utah). Police Department

250 North Main Street, Centerville UT 84014
801-292-8441

Records Officer(s)

Billie Jo Scofield

250 North Main Street
Centerville, UT 84014
E-mail: billiejo.scofield@centervilleutah.gov



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 01/06/2022
Most Recent Certification: 02/06/2023
Certification Expires: 02/06/2024

Records Officer's certification has expired.

Tricia Gallagher

250 North Main St
Centerville, UT 84014
E-mail: tricia.gallagher@centervilleutah.gov

Records Officer Certification

Initial Certification: 03/07/2022
Most Recent Certification: 03/07/2022
Certification Expires: 03/07/2023

Records Officer's certification has expired.

Lisa Bednarz

Records Officer Alternate
250 North Main Street
Centerville, UT 84014
E-mail: lisa@centervilleut.com

Records Officer Certification

Initial Certification: 06/28/2017
Most Recent Certification: 05/06/2021
Certification Expires: 05/06/2022

Records Officer's certification has expired.

Central Valley (Utah)

50 West Center Street, Central Valley UT 84754
435-979-0253

Records Officer(s)

Sheyenne Tenney

Clerk
50 W Center St
Central Valley, UT 84754-3000
E-mail: cvtownclerk1@gmail.com
Description of Role: I am the Town Clerk/Recorder for Central Valley.

Records Officer Certification

Initial Certification: 07/27/2021
Most Recent Certification: 07/26/2022
Certification Expires: 07/26/2023

Records Officer's certification has expired.

Tan Sittaichai

50 West Center
Central Valley, UT 84754
E-mail: cvtown1@gmail.com

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Charleston (Utah)

3010 West 3600 South, Heber City UT 84032
435-654-4033

Records Officer(s)

Karen Mair

Records Officer
3454 west 3400 south
Heber City, UT 84032
E-mail: jamiecharleston0@gmail.com



Municipality Agency Names

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with Authorized Records Officers

Description of Role: clerk/recorder

Records Officer Certification

Initial Certification: 11/10/2020

Most Recent Certification: 11/10/2020

Certification Expires: 11/10/2021

Records Officer's certification has expired.

Circleville (Utah)

Community Center, 220 South Center, P.O. Box 69, Circleville UT 84723

435-577-2598

Records Officer(s)

Mekeisia Westwood

Town Clerk

Circleville Town Hall

220 South Center

Circleville, UT 84723

E-mail: cvuttownclerk@gmail.com

Records Officer Certification

Initial Certification: 08/27/2020

Most Recent Certification: 09/14/2021

Certification Expires: 09/14/2022

Records Officer's certification has expired.

City of North Salt Lake (Utah)

10 East Center Street, North Salt Lake UT 84054

801 335-8709

Records Officer(s)

Wendy Page

City Recorder

10 East Center Street

North Salt Lake, UT 84054

E-mail: wendyp@nslcity.org

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 10/07/2018

Most Recent Certification: 02/27/2023

Certification Expires: 02/27/2024

Records Officer's certification has expired.

City of North Salt Lake (Utah). Police Department

10 E. Center Street, North Salt Lake UT 84054

801-335-8652

Records Officer(s)

Jana Baggett

Police Records Officer

10 East Center Street

North Salt Lake, UT 84054

E-mail: janab@nslcity.org

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Clarkston (Utah)



Municipality Agency Names

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with Authorized Records Officers

Town Hall, 50 South Main, P.O. Box 181, Clarkston UT 84305
435-563-3353

Records Officer(s)

Kristi Hidalgo

Town Clerk
Clarkston Town Hall
27 West 300 South
Clarkston, UT 84305
E-mail: clarkstontown@comcast.net
Description of Role: GRAMA and Records management

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 09/08/2014
Certification Expires: 09/08/2015

Records Officer's certification has expired.

Holly Jones

50 S. Main
PO Box 181
Clarkston, UT 84305
E-mail: clarkstonpz@clarkstonutah.org

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 01/10/2023
Certification Expires: 01/10/2024

Records Officer's certification has expired.

Clawson (Utah)

200 South Main Street, P.O. Box 107, Clawson UT 84516
435-384-2724

Records Officer(s)

Maegan Crosland

200 South Main Street
Clawson, UT 84516
E-mail: maeganc@emery.utah.gov

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Shaun Gregersen

200 South Main
Clawson, UT 84516
E-mail: clawsontownclerk@gmail.com

Records Officer Certification

Initial Certification: 08/10/2022
Most Recent Certification: 08/17/2022
Certification Expires: 08/17/2023

Records Officer's certification has expired.

Clearfield (Utah)

55 South State Street, Clearfield UT 84015
801-525-2700

Records Officer(s)

Nancy Dean

City Recorder
55 South State Street
Clearfield, UT 84015



Municipality Agency Names

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with Authorized Records Officers

E-mail: nancy.dean@clearfieldcity.org
Description of Role: Records management and GRAMA

Records Officer Certification

Initial Certification: 07/10/2013
Most Recent Certification: 04/11/2022
Certification Expires: 04/11/2023
Records Officer's certification has expired.

Clearfield (Utah). City Council

55 South State Street, Clearfield UT 84015
(801)525-2700

Clearfield (Utah). Mayor

55 S. State Street, Clearfield UT 84015

Clearfield (Utah). City Manager

55 S. State Street, Clearfield UT 84015

Clearfield (Utah). Administration Division

55 S. State Street, Clearfield UT 84015
801 525 2700

Clearfield (Utah). City Attorney

55 South Street, Clearfield UT 84015
(801)525-2700

Clearfield (Utah). Finance Division

55 S. State Street, Clearfield UT 84015

Clearfield (Utah). Parks and Recreation Department

55 South State Street, Clearfield UT 84015
(801)525-2700

Clearfield (Utah). Public Works Department

55 S. State Street, Clearfield UT 84015

Clearfield (Utah). City Recorder

Clearfield City Recorder, 55 S. State Street, Clearfield UT 84015
801-525-2714

Clearfield (Utah). Clearfield Police Department

55 South State Street, Clearfield UT 84015
801-5252812

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Bettina Griffeth

Records Officer Police Dept.
55 South State Street
Clearfield, UT 84015
E-mail: bettina.griffeth@clearfieldcity.org
Description of Role: Records officer and GRAMA

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Cleveland (Utah)

Cleveland Town Office, 130 West Main, P.O. Box 325, Cleveland UT 84518
435-653-2310

Records Officer(s)

Nancy Livingston

Records Officer
130 W Main
PO Box 325
Cleveland, UT 84518-0325
E-mail: clevelandtown@etv.net
Description of Role: Clerk and GRAMA officer.

Records Officer Certification

Initial Certification: 09/02/2015
Most Recent Certification: 12/16/2022
Certification Expires: 12/16/2023
Records Officer's certification has expired.

Clinton (Utah)

City Hall, 2267 North 1500 West, Clinton UT 84015
801 774-2600

Records Officer(s)

Lisa Titensor

Deputy Recorder
2267 N. 1500 W.
Clinton, UT 84015
E-mail: ltitensor@clintoncity.com
Description of Role: Ordinances, resolutions, minutes, central files

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 08/23/2022
Certification Expires: 08/23/2023
Records Officer's certification has expired.

Cathy Miller

Records Officer
2209 N. 1500 W.
Clinton, UT 84015
E-mail: cmiller42@clinton.utah.gov
Description of Role: Executive Secretary and GRAMA responder for the police department.

Records Officer Certification

Initial Certification: 12/10/2014
Most Recent Certification: 05/17/2022
Certification Expires: 05/17/2023
Records Officer's certification has expired.

Clinton (Utah). Police Department



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with Authorized Records Officers

2209 N. 1500 W., Clinton UT 84015
801-614-0800

Records Officer(s)

Cathy Miller

Records Officer
2209 N. 1500 W.
Clinton, UT 84015
E-mail: cmiller42@clinton.utah.gov
Description of Role: Executive Secretary and GRAMA responder for the police department.

Records Officer Certification

Initial Certification: 12/10/2014
Most Recent Certification: 05/17/2022
Certification Expires: 05/17/2023
Records Officer's certification has expired.

Clinton (Utah). Special Sanitary Sewer Service District.

Coalville (Utah)

10 North Main Street, P.O. Box 188, Coalville UT 84017
435 336-5981

Records Officer(s)

Nachele Sargent

City Treasurer
PO Box 188
Coalville, UT 84017
E-mail: niki.sargent@coalvillecity.org
Description of Role: Assists with records management

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Copperton Metro Township (Utah)

Corinne (Utah)

2420 North 4000 West, P.O. Box 118, Corinne UT 84307
435 744-5566

Records Officer(s)

Kendra Norman

Records Officer
2420 N 4000 W
PO Box 118
Corinne, UT 84307
E-mail: kendra@corinnecity.com
Description of Role: Recorder/Clerk

Records Officer Certification

Initial Certification: 12/19/2019
Most Recent Certification: 01/03/2022
Certification Expires: 01/03/2023
Records Officer's certification has expired.

Cornish (Utah)



Municipality Agency Names

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with Authorized Records Officers

Town Hall, 14300 North 4800 West, P.O. Box 103, Lewiston UT 84320
435 258-2798

Records Officer(s)

Lauren Draney

Records Officer
4788 W 14300 N
Cornish, UT 84308
E-mail: cornishtownhall@gmail.com
Description of Role: I keep record of the financial and administrative proceedings in Cornish.

Records Officer Certification

Initial Certification: 08/17/2022
Most Recent Certification: 08/22/2022
Certification Expires: 08/22/2023

Records Officer's certification has expired.

Cottonwood Heights (Utah)

2277 East Bengal Boulevard, Cottonwood Heights UT 84121
801-944-7021

Records Officer(s)

Heather Sundquist

Deputy City Recorder
2277 E. Bengal Blvd
Cottonwood Heights, UT 84121
E-mail: hsundquist@ch.utah.gov

Records Officer Certification

Initial Certification: 06/04/2019
Most Recent Certification: 12/07/2022
Certification Expires: 12/07/2023

Records Officer's certification has expired.

Paula Melgar

Records Officer
Records, Culture and HR
2277 East Bengal Boulevard
Cottonwood Heights, UT 84121
E-mail: pmelgar@ch.utah.gov

Records Officer Certification

Initial Certification: 09/17/2015
Most Recent Certification: 03/24/2022
Certification Expires: 03/24/2023

Records Officer's certification has expired.

Cottonwood Heights (Utah). Police Department

2277 East Bengal Boulevard, Cottonwood Heights UT 84121
801-944-7100

Records Officer(s)

Candie Terry

Support Specialist Supervisor
2277 East Bengal Boulevard
Cottonwood Heights, UT 84121
E-mail: cterry@ch.utah.gov

Records Officer Certification

Initial Certification: 03/22/2016
Most Recent Certification: 02/15/2022
Certification Expires: 02/15/2023

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Emily Dunford

Records Officer
2277 E. Bengal Blvd. Suite B
Cottonwood Heights 84121
E-mail: edunford@ch.utah.gov
Description of Role: Records technician, I work on most of the GRAMA requests that come into our department.

Records Officer Certification

Initial Certification: 04/04/2022
Most Recent Certification: 04/04/2022
Certification Expires: 04/04/2023

Records Officer's certification has expired.

Daniel (Utah)

1375 S Daniels Rd., Suite #8, Heber City UT 84032
435-654-5062

Records Officer(s)

Lynne Shindurling

1375 S. Daniels Rd #8
Heber City, UT 84032
E-mail: clerk@danielutah.org

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Delta (Utah)

76 North 200 West, Delta UT 84624-9440
435-864-2759

Records Officer(s)

Lora Fitch

Deputy Recorder
76 North 200 West
Delta, UT 84624
E-mail: lfitch@delta.utah.gov

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Sherri Westbrook

Records Officer
76 N 200 W
Delta, UT 84624
E-mail: swestbrook@delta.utah.gov
Description of Role: City Recorder and Records Manager

Records Officer Certification

Initial Certification: 02/03/2022
Most Recent Certification: 02/09/2023
Certification Expires: 02/09/2024

Records Officer's certification has expired.

Deweyville (Utah)

Deweyville Town Hall, 10870 North Hwy. 38, Deweyville UT 84309
435-257-5011

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Nancy Page

Records Officer
Deweyville Town Hall
Deweyville Town Hall
10870 North Hwy 38
Deweyville, UT 84309
E-mail: deweyville@digis.net
Description of Role: Clerk/Recorder

Records Officer Certification

Initial Certification: 04/19/2020
Most Recent Certification: 11/22/2022
Certification Expires: 11/22/2023

Records Officer's certification has expired.

Draper (Utah)

Draper City Hall, 1020 E. Pioneer Road, Draper UT 84020
801 576-6500

Records Officer(s)

DeAnn Rhodes

Police Support Services Supervisor
1020 E. Pioneer Road
Draper, UT 84020
E-mail: deann.rhodes@draper.ut.us
Description of Role: Police Records Supervisor

Records Officer Certification

Initial Certification: 01/08/2013
Most Recent Certification: 02/16/2022
Certification Expires: 02/16/2023

Records Officer's certification has expired.

Laura Oscarson

City Recorder
E-mail: laura.oscarson@draper.ut.us

Records Officer Certification

Initial Certification: 01/23/2019
Most Recent Certification: 01/14/2022
Certification Expires: 01/14/2023

Records Officer's certification has expired.

Draper (Utah). Police Department

1020 E. Pioneer Road, 12400 South, Draper UT 84020
801-576-6500

Records Officer(s)

DeAnn Rhodes

Police Support Services Supervisor
1020 E. Pioneer Road
Draper, UT 84020
E-mail: deann.rhodes@draper.ut.us
Description of Role: Police Records Supervisor

Records Officer Certification

Initial Certification: 01/08/2013
Most Recent Certification: 02/16/2022
Certification Expires: 02/16/2023

Records Officer's certification has expired.

Duchesne (Utah)

500 E. Main, P.O. Box 974, Duchesne UT 84021
435-738-2464



Municipality Agency Names

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with Authorized Records Officers

Records Officer(s)

Kim Riggle

Duchesne City Recorder
Duchesne City Office Bldg.
500 East Main
Duchesne, UT 84021
E-mail: duchesne@ubtanet.com
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 04/15/2021
Most Recent Certification: 04/15/2021
Certification Expires: 04/15/2022

Records Officer's certification has expired.

Dutch John (Utah)

P.O. Box 235, Dutch John UT 84023

Records Officer(s)

Harriet Dickerson

E-mail: hdickerson@dutchjohn.org

Records Officer Certification

Initial Certification: 08/11/2020
Most Recent Certification: 08/11/2020
Certification Expires: 08/11/2021

Records Officer's certification has expired.

Amy McDonald

Records Officer
530 S. Blvd.
Dutch John, UT 84023
E-mail: amcdonald@dutchjohn.org
Description of Role: I am the Treasurer/Recorder for the Town of Dutch John.

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Eagle Mountain (Utah)

1650 East Stagecoach Run, Eagle Mountain UT 84005
8017896610

Records Officer(s)

Ms. Johna R Rose

Agency Employee
1650 E. Stagecoach Run
Eagle Mountain, UT 84005
E-mail: jrose@emcity.org
Description of Role: Deputy Recorder

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 11/20/2019
Certification Expires: 11/20/2020

Records Officer's certification has expired.

Fionnuala B Kofoed

City Recorder/Records Officer
1650 E. Stagecoach Run
Eagle Mountain, UT 84005
E-mail: fkofoed@emcity.org
Description of Role: Records management and GRAMA



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Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 05/16/2022
Certification Expires: 05/16/2023

Records Officer's certification has expired.

Lianne Pengra

Records Officer
1650 E Stagecoach Run
Eagle Mountain, UT 84005
E-mail: lpengra@emcity.org
Description of Role: Deputy Recorder for Eagle Mountain City

Records Officer Certification

Initial Certification: 03/11/2020
Most Recent Certification: 02/15/2022
Certification Expires: 02/15/2023

Records Officer's certification has expired.

Tessa Katwyk

Records Officer
E-mail: tkatwyk@emcity.org

Records Officer Certification

Initial Certification: 03/02/2022
Most Recent Certification: 03/03/2022
Certification Expires: 03/03/2023

Records Officer's certification has expired.

Loreen Johnson

Agency Employee
E-mail: ljohnson@emcity.org

Records Officer Certification

Initial Certification: 05/16/2022
Most Recent Certification: 05/18/2022
Certification Expires: 05/18/2023

Records Officer's certification has expired.

East Carbon (Utah)

101 West Geneva Drive, P.O. Box 70, East Carbon UT 84520
435 888-6613

Records Officer(s)

Mrs. Elizabeth Holt

City Recorder
101 West Geneva Drive
PO Box 70
East Carbon, UT 84520
E-mail: liz@eastcarboncity.org
Description of Role: City Recorder and GRAMA

Records Officer Certification

Initial Certification: 06/10/2014
Most Recent Certification: 02/17/2022
Certification Expires: 02/17/2023

Records Officer's certification has expired.

East Carbon (Utah). Police Department

101 West Geneva, P.O. Box 70, East Carbon UT 84520
435-888-2081

Elk Ridge (Utah)

80 East Park Drive, Elk Ridge UT 84651
435-423-2300



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Records Officer(s)

Mr. Royce Swensen

Records Officer
Elk Ridge City Hall
800 E. Park Drive
Elk Ridge, UT 84651
E-mail: royce@elkridgecity.org

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Elmo (Utah)

75 East 100 South, P.O. Box 205, Elmo UT 84521
435-653-2695

Records Officer(s)

Gabrielle Brotherson

PO Box 205
Elmo, UT 84521
E-mail: elmotownutah@gmail.com

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Elsinore (Utah)

35 West Main, P.O. Box 408, Elsinore UT 84724
435-527-3306

Records Officer(s)

Jeane Wood

Town Clerk
Elsinore Town
35 West Main
Elsinore, UT 84724
E-mail: elsinoretown@cut.net
Description of Role: Records management and GRAMA

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Jenica Scott

Town Treasurer
Elsinore Town
35 West Main
Elsinore, UT 84724
E-mail: elsinoretown@cut.net

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Elwood (Utah)



Municipality Agency Names

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with Authorized Records Officers

Town Hall, 5235 West 8800 North, Tremonton UT 84337
435-257-5518

Records Officer(s)

Gina Rae Marble

Town Clerk
5235 West 8800 North
Elwood, UT 84337
E-mail: gmarble@elwoodtown.com
Description of Role: GRAMA responder.

Records Officer Certification

Initial Certification: 11/01/2018
Most Recent Certification: 06/29/2021
Certification Expires: 06/29/2022

Records Officer's certification has expired.

Gina Marble

Records Officer
5235 w 8800 n
Elwood 84337
E-mail: gmarble@elwoodtown.com

Records Officer Certification

Initial Certification: 05/27/2022
Most Recent Certification: 05/27/2022
Certification Expires: 05/27/2023

Records Officer's certification has expired.

Emery (Utah)

Emery Town Hall, 65 North Center, P.O. Box 108, Emery UT 84522
435-286-2417

Records Officer(s)

Amy Sundstrom

Town Clerk/Recorder
65 N. Center St.
PO Box 108
Emery, UT 84522
E-mail: townhall@etv.net

Records Officer Certification

Initial Certification: 10/21/2020
Most Recent Certification: 10/21/2020
Certification Expires: 10/21/2021

Records Officer's certification has expired.

Emigration Canyon Metro Township (Utah)

5025 E. Emigration Canyon Road, Salt Lake City UT 84108
385-240-1400

Records Officer(s)

Roberto Pinon

Records Officer
E-mail: pinon@ecmetro.org

Records Officer Certification

Initial Certification: 02/22/2022
Most Recent Certification: 02/22/2022
Certification Expires: 02/22/2023

Records Officer's certification has expired.

Enoch (Utah)



Municipality Agency Names

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with Authorized Records Officers

Enoch City Office, 900 East Midvalley Road, Enoch UT 84720
435-586-1119

Records Officer(s)

Julie Watson

City Recorder
Enoch City Hall
900 East Midvalley Road
Enoch, UT 84720
E-mail: julie@enochcity.org
Description of Role: City records

Records Officer Certification

Initial Certification: 01/25/2013
Most Recent Certification: 03/01/2022
Certification Expires: 03/01/2023
Records Officer's certification has expired.

Lindsay Hildebrand

Records Officer
E-mail: lindsay@enochcity.org

Records Officer Certification

Initial Certification: 03/10/2022
Most Recent Certification: 03/10/2022
Certification Expires: 03/10/2023
Records Officer's certification has expired.

Enoch (Utah). Police Department

49 West Center, Hatch UT 84735

Records Officer(s)

Bailey Breinholt

Records Officer
900 E Midvalley Rd
Enoch, UT 84720
E-mail: bailey@enochcity.org
Description of Role: Police Secretary

Records Officer Certification

Initial Certification: 03/13/2020
Most Recent Certification: 03/02/2022
Certification Expires: 03/02/2023
Records Officer's certification has expired.

Enterprise (Utah)

PO Box 340, 375 South 200 East, Enterprise UT 84725
435 878-2221

Records Officer(s)

Wendy Paine

City Recorder
PO Box 340
Enterprise, UT 84725
E-mail: wendy@enterpriseutah.org
Description of Role: All records and GRAMA

Records Officer Certification

Initial Certification: 01/14/2013
Most Recent Certification: 12/08/2022
Certification Expires: 12/08/2023
Records Officer's certification has expired.

Ephraim (Utah)



Municipality Agency Names

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with Authorized Records Officers

City Hall, 5 South Main, Ephraim UT 84627
435-283-4631

Records Officer(s)

Candice Maudsley

E-mail: candice.maudsley@ephraimcity.org

Records Officer Certification

Initial Certification: 07/13/2022

Most Recent Certification: 07/13/2022

Certification Expires: 07/13/2023

Records Officer's certification has expired.

Ephraim (Utah). Police Department

5 South Main Street, Ephraim City UT 84627
435-283-4602

Records Officer(s)

Lynsey R Zeeman

Records Officer

Ephraim City Police Department

5 South Main

Ephraim, UT 84627

E-mail: lynsey.zeeman@ephraimcity.org

Description of Role: I am the Records Officer for the Ephraim Police Department.

Records Officer Certification

Initial Certification: 05/13/2013

Most Recent Certification: 01/26/2022

Certification Expires: 01/26/2023

Records Officer's certification has expired.

Erda (Utah)

Records Officer(s)

Kalem Sessions

E-mail: kalem.sessions@gmail.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Ms. Jennifer Poole

Records Officer

2241 N 370 W

Tooele, UT 84074

E-mail: jpoole@erda.gov

Description of Role: City Recorder for a newly created city.

Records Officer Certification

Initial Certification: 04/25/2022

Most Recent Certification: 04/25/2022

Certification Expires: 04/25/2023

Records Officer's certification has expired.

Escalante (Utah)

PO Box 189, 56 North 100 West, Escalante UT 84726
435-826-4644

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Stephanie Steed

Records Officer
P.O. Box 189
P.O. Box 189, Stephanie Steed
PO Box 189
Escalante, UT 84726
E-mail: ssteed@escalantecity.com

Records Officer Certification

Initial Certification: 10/10/2017
Most Recent Certification: 01/31/2023
Certification Expires: 01/31/2024

Records Officer's certification has expired.

Megan Haws

Records Officer
E-mail: treasurer@escalantecity.com

Records Officer Certification

Initial Certification: 11/10/2021
Most Recent Certification: 02/02/2023
Certification Expires: 02/02/2024

Records Officer's certification has expired.

Eureka (Utah)

City Hall, P.O. Box 156, Eureka UT 84628
435 433-6915

Records Officer(s)

Mrs. Patricia Bigler

Records Officer
15 North Church Street
PO Box 156
Eureka, UT 84628-0156
E-mail: eureka15@cut.net
Description of Role: City Recorder, Utility Billing, Payroll, Business Licensing, Building Permits, General Office Skills, etc.

Records Officer Certification

Initial Certification: 09/12/2014
Most Recent Certification: 05/13/2022
Certification Expires: 05/13/2023

Records Officer's certification has expired.

Fairfield (Utah)

Fairfield Town, 18053 West 1540 North, Cedar Valley UT 84013
801-766-3509

Records Officer(s)

Mrs. Stephanie Shelley

Records Officer
PO Box 271
Cedar Fort, UT 84013
E-mail: recorder@fairfieldtown.org
Description of Role: Town Recorder

Records Officer Certification

Initial Certification: 07/19/2018
Most Recent Certification: 10/20/2022
Certification Expires: 10/20/2023

Records Officer's certification has expired.

Fairview (Utah)

City Hall, 85 South State, P.O. Box 97, Fairview UT 84629
435-427-3858



Municipality Agency Names

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with Authorized Records Officers

Records Officer(s)

Jan Anderson

City Recorder
85 South State
PO Box 97
Fairview, UT 84629
E-mail: jana@cut.net

Records Officer Certification

Initial Certification: 11/12/2013
Most Recent Certification: 03/29/2022
Certification Expires: 03/29/2023

Records Officer's certification has expired.

Fairview (Utah). Police Department

P.O. Box 97, Fairview UT 84629
435-427-3858

Records Officer(s)

Jeremy Wright

Chief of Police
85 South State Street
Fairview, UT 84629
E-mail: fairviewchief@cut.net

Records Officer Certification

Initial Certification: 11/06/2018
Most Recent Certification: 11/06/2018
Certification Expires: 11/06/2019

Records Officer's certification has expired.

Fake Municipal Agency for System Testing (Utah)

346 South Rio Grande Street, Salt Lake City UT 84101
801-531-3842

Records Officer(s)

Heidi Kay Steed

Records Analyst
Utah State Archives
346 South Rio Grande Street
Salt Lake City, UT 84101
E-mail: hsteed@utah.gov

Records Officer Certification

Initial Certification: 01/16/2018
Most Recent Certification: 06/16/2022
Certification Expires: 06/16/2023

Records Officer's certification has expired.

Kendra Whitaker Yates

Chief Records Officer
State Archives
346 Rio Grande St
Salt Lake City, UT 84101-1106
E-mail: kendrayates@utah.gov
Description of Role: Chief Records Officer for the State of Utah.

Records Officer Certification

Initial Certification: 03/12/2014
Most Recent Certification: 12/08/2022
Certification Expires: 12/08/2023

Records Officer's certification has expired.

Betty Ravenclaw

Records Officer
Salt Lake City, UT 84101
E-mail: bettytheravenclaw@gmail.com



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Kowabunga Dude

Records Officer

E-mail: kendrawyates@gmail.com

Description of Role: I am a test dummy.

Records Officer Certification

Initial Certification: 10/23/2018

Most Recent Certification: 07/11/2022

Certification Expires: 07/11/2023

Records Officer's certification has expired.

Farmington (Utah)

PO Box 160, 160 South Main Street, Farmington UT 84025

801-451-2383

Records Officer(s)

Susan K Francom

Records Officer - Police

286 South 200 East

PO Box 160

Farmington, UT 84025

E-mail: sfrancom@farmington.utah.gov

Description of Role: Public Records Requests for Law Enforcement Records

Records Officer Certification

Initial Certification: 05/12/2022

Most Recent Certification: 05/12/2022

Certification Expires: 05/12/2023

Records Officer's certification has expired.

DeAnn Carlile

160 South Main

Farmington, UT 84025

E-mail: dcarlile@farmington.utah.gov

Records Officer Certification

Initial Certification: 05/09/2022

Most Recent Certification: 05/09/2022

Certification Expires: 05/09/2023

Records Officer's certification has expired.

Farmington (Utah). Police Department

286 South 200 East, Farmington UT 84025

801-451-5453

Records Officer(s)

Susan K Francom

Records Officer - Police

286 South 200 East

PO Box 160

Farmington, UT 84025

E-mail: sfrancom@farmington.utah.gov

Description of Role: Public Records Requests for Law Enforcement Records

Records Officer Certification

Initial Certification: 05/12/2022

Most Recent Certification: 05/12/2022

Certification Expires: 05/12/2023

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Farr West (Utah)

Farr West City Office, 1896 North 1800 West, Farr West UT 84404

801 731-4187

Records Officer(s)

Mrs. Lindsay Afuvai

Records Officer

1896 North 1800 West

Farr West, UT 84404

E-mail: lindsay@farrwestcity.com

Description of Role: GRAMA and records management

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 06/21/2022

Certification Expires: 06/21/2023

Records Officer's certification has expired.

Fayette (Utah)

Town Hall, 100 East 90 South, HC 13 Box 300564, Fayette UT 84630

435-528-3668

Records Officer(s)

Kathlyn Williams

90 South 100 East

Fayette, UT 84630

E-mail: fayette5882@gmail.com

Records Officer Certification

Initial Certification: 06/06/2019

Most Recent Certification: 06/16/2022

Certification Expires: 06/16/2023

Records Officer's certification has expired.

Ferron (Utah)

P.O. Box 820, City Hall: 20 East Main Street, Ferron UT 84523

435 384-2350

Records Officer(s)

Brittany Yeates

City Recorder

PO Box 820

20 East Main

Ferron, UT 84523

E-mail: recorder@ferroncity.org

Records Officer Certification

Initial Certification: 11/06/2018

Most Recent Certification: 12/23/2020

Certification Expires: 12/23/2021

Records Officer's certification has expired.

Fielding (Utah)

Town Hall, 150 South 100 West, P.O. Box 68, Fielding UT 84311

435 458-3682

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Dottie Garn

Records Officer

150 South 100 West

Fielding, UT 84311

E-mail: dotg400@yahoo.com

Description of Role: I am the Recorder/Clerk for Fielding Town; I handle all outgoing monies, record retention, records requests, filings, etc.

Records Officer Certification

Initial Certification: 01/02/2020

Most Recent Certification: 04/21/2021

Certification Expires: 04/21/2022

Records Officer's certification has expired.

Fillmore (Utah)

75 West Center, Fillmore UT 84631

435 743-5314

Records Officer(s)

Kevin Orton

City Recorder

75 West Center

Fillmore, UT 84631

E-mail: recorder@fillmorecity.org

Records Officer Certification

Initial Certification: 11/06/2018

Most Recent Certification: 11/06/2018

Certification Expires: 11/06/2019

Records Officer's certification has expired.

Fountain Green (Utah)

375 N. State Street, Fountain Green UT 84632

4354453453

Records Officer(s)

Michelle Walker

Records Officer

375 N. State Street

PO Box 97

Fountain Green, UT 84632

E-mail: frontdesk@fountaingreen.org

Description of Role: All city records and GRAMA requests for the city

Records Officer Certification

Initial Certification: 05/14/2013

Most Recent Certification: 12/27/2022

Certification Expires: 12/27/2023

Records Officer's certification has expired.

Fountain Green (Utah). Police Department

260 W. 100 N., Fountain Green UT 84632

435-445-3453

Francis (Utah)

2317 So. Spring Hollow Rd., Francis UT 84036

4357836236

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Suzanne M. Gillett

City Clerk/Recorder
2317 South Spring Hollow Rd.
Francis, UT 84036
E-mail: sgillett@francisutah.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 03/27/2023
Certification Expires: 03/27/2024

Records Officer's certification has expired.

Susan Moses

2317 South Springhollow Rd.
Kamas, UT 84036
E-mail: francisutah@yahoo.com

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 02/25/2020
Certification Expires: 02/25/2021

Records Officer's certification has expired.

Mandy Crittenden

Agency Employee
2317 South Spring Hollow Road
Francis, UT 84036
E-mail: mandy.c@francisutah.org
Description of Role: I am the Francis City Treasurer, it is my responsibility to back up our City Recorder, therefore I need to be GRAMA certified.

Records Officer Certification

Initial Certification: 04/19/2022
Most Recent Certification: 04/19/2022
Certification Expires: 04/19/2023

Records Officer's certification has expired.

Fruit Heights (Utah)

910 S Mountain Road, 910 South Mountain Rd, Fruit Heights UT 84037
8015460861

Records Officer(s)

Crystal Kunkel

Deputy Recorder
910 S Mountain Road
Fruit Heights, UT 84037
E-mail: ckunkel@fruitheightscity.com

Records Officer Certification

Initial Certification: 10/25/2016
Most Recent Certification: 05/04/2022
Certification Expires: 05/04/2023

Records Officer's certification has expired.

Garden City (Utah)

69 North Paradise Parkway, P.O. Box 207, Garden City UT 84028
435-946-2901

Records Officer(s)

Sharlene Millard

Assistant Clerk
69 N Paradise Parkway
PO Box 207
Garden City, UT 84028
E-mail: townofgardencity@gmail.com



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Cathie Rasmussen

Agency Employee

69 N Paradise Parkway

B

Garden City, UT 84028

E-mail: cathier@gardencityut.us

Description of Role: Town Clerk for the Town of Garden City

Records Officer Certification

Initial Certification: 01/04/2022

Most Recent Certification: 03/07/2023

Certification Expires: 03/07/2024

Records Officer's certification has expired.

Garland (Utah)

PO Box 129, 72 North Main, Garland UT 84312

435 257-3118

Records Officer(s)

Sharlet Anderson

72 North Main Street

PO Box 129

Garland, UT 84312

E-mail: office@garlandutah.org

Records Officer Certification

Initial Certification: 09/13/2013

Most Recent Certification: 09/13/2013

Certification Expires: 09/13/2014

Records Officer's certification has expired.

Genola (Utah)

74 West 800 South, Genola UT 84655

801 754-5300

Records Officer(s)

Lucinda Thomas

Town Clerk

74 West 800 South

Genola, UT 84655

E-mail: genolaclerk@gmail.com

Description of Role: Records management and GRAMA

Records Officer Certification

Initial Certification: 02/12/2013

Most Recent Certification: 11/06/2018

Certification Expires: 11/06/2019

Records Officer's certification has expired.

Lucinda Thomas

Records Officer

74 W. 800 S

Genola, UT 84655

E-mail: genolaclerk@gmail.com

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 07/02/2020

Most Recent Certification: 11/23/2022

Certification Expires: 11/23/2023

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Glendale (Utah)

PO Box 220, 90 East Center Street, Glendale UT 84729

435-648-2341

Records Officer(s)

Rebecca Helms

Records Officer

GLENDALE TOWN

90 East Center Street

PO BOX 220

Glendale, UT 84729

E-mail: glendaleutahtown@gmail.com

Records Officer Certification

Initial Certification: 02/18/2016

Most Recent Certification: 02/16/2021

Certification Expires: 02/16/2022

Records Officer's certification has expired.

Glenwood (Utah)

175 East 300 North, P.O. Box 300478, Glenwood UT 84730-0478

435-896-0260

Records Officer(s)

Kay Bybee

Town Clerk/Recorder

Glenwood Town

175 East 300 North

Glenwood, UT 84730

E-mail: glenwoodtown@cut.net

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Cecelia Bytheway

Treasurer

Glenwood Town

175 East 300 North

P.O. BOX 300478

Glenwood, UT 84730-0478

E-mail: glenwoodtown@gmail.com

Records Officer Certification

Initial Certification: 02/01/2019

Most Recent Certification: 07/13/2022

Certification Expires: 07/13/2023

Records Officer's certification has expired.

Goshen (Utah)

PO Box 197, 10 West Main Street, Goshen UT 84633

801-667-9910

Records Officer(s)

Rachel Pena

10 West Main

PO Box 197

Goshen, UT 84633

E-mail: goshentown@cut.net



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Grantsville (Utah)

429 East Main Street, Grantsville UT 84029

435 884-3411

Records Officer(s)

Melanie Langford

Records Officer

50 North Bowery Street

Grantsville, UT 84029

E-mail: mlangford@grantsvilleut.gov

Description of Role: Administrative Assistant to the Chief of Police/Records Clerk

Records Officer Certification

Initial Certification: 08/23/2018

Most Recent Certification: 08/15/2022

Certification Expires: 08/15/2023

Records Officer's certification has expired.

Brett Coombs

City Attorney

429 E. Main Street

Grantsville, UT 84029

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Robert Sager

Lieutenant

429 E. Main Street

Grantsville, UT 84029

E-mail: rsager@grantsvilleut.gov

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Mrs. Braydee N Baugh

City Recorder

429 East Main Street

429

Grantsville, UT 84029

E-mail: bbaugh@grantsvilleut.gov

Description of Role: performs duties of the City Recorder under State law, City Ordinance and Resolutions,. Records Management and oversees proper classification of records

Records Officer Certification

Initial Certification: 10/05/2021

Most Recent Certification: 09/16/2022

Certification Expires: 09/16/2023

Records Officer's certification has expired.

Grantsville (Utah). Police Department

Grantsville Police Department, 429 East Main St, Grantsville UT 84029

435-884-3411

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Mrs. Braydee N Baugh

City Recorder
429 East Main Street
429

Grantsville, UT 84029

E-mail: bbaugh@grantsvilleut.gov

Description of Role: performs duties of the City Recorder under State law, City Ordinance and Resolutions,. Records Management and oversees proper classification of records

Records Officer Certification

Initial Certification: 10/05/2021

Most Recent Certification: 09/16/2022

Certification Expires: 09/16/2023

Records Officer's certification has expired.

Melanie Langford

Records Officer
50 North Bowery Street
Grantsville, UT 84029

E-mail: mlangford@grantsvilleut.gov

Description of Role: Administrative Assistant to the Chief of Police/Records Clerk

Records Officer Certification

Initial Certification: 08/23/2018

Most Recent Certification: 08/15/2022

Certification Expires: 08/15/2023

Records Officer's certification has expired.

Robert Sager

Lieutenant
429 E. Main Street
Grantsville, UT 84029
E-mail: rsager@grantsvilleut.gov

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Green River (Utah)

460 East Main Street, P.O. Box 620, Green River UT 84525

435 564-3448

Records Officer(s)

Conae Black

City Recorder
460 E. Main Street
PO Box 620
Green River, UT 84525

E-mail: cblack@greenriverutah.com

Description of Role: Records management and GRAMA for all city departments

Records Officer Certification

Initial Certification: 10/31/2013

Most Recent Certification: 01/05/2015

Certification Expires: 01/05/2016

Records Officer's certification has expired.

Gunnison (Utah)

Gunnison City Hall, 38 West Center Street, P.O. Box 790, Gunnison UT 84634

435-528-7969

Records Officer(s)

Valerie Andersen

38 West Center Street
Gunnison, UT 84634
E-mail: val@gunnisoncity.org



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Hanksville (Utah)

P.O. Box 127, 85 West Main Street, Hanksville UT 84734-0127

435-542-3451

Records Officer(s)

Lisa J Wells

Town Clerk

Hanksville Town Hall

30 South Hwy 95

Hanksville, UT 84734

E-mail: hanksvilleclerk@gmail.com

Description of Role: In charge of all record-keeping duties.

Records Officer Certification

Initial Certification: 10/21/2015

Most Recent Certification: 12/16/2021

Certification Expires: 12/16/2022

Records Officer's certification has expired.

Harrisville (Utah)

Harrisville City Hall, 363 West Independence Blvd, Harrisville UT 84404

801-782-4100

Records Officer(s)

Mrs. Jackie VanMeeteren

Records Officer

363 W Independence Blvd

Harrisville, UT 84404

E-mail: jvanmeeteren@cityofharrisville.com

Description of Role: Records officer for Harrisville Police Department and Harrisville Justice Court.

Records Officer Certification

Initial Certification: 07/03/2013

Most Recent Certification: 05/12/2022

Certification Expires: 05/12/2023

Records Officer's certification has expired.

Cynthia Benson

363 West Independence Blvd

Harrisville, UT 84404

E-mail: cbenson@cityofharrisville.com

Records Officer Certification

Initial Certification: 06/24/2022

Most Recent Certification: 06/24/2022

Certification Expires: 06/24/2023

Records Officer's certification has expired.

Ms. Maria T Devereux

Records Officer

City of Harrisville

363 West Independence Blvd.

Harrisville, UT 84404

E-mail: mdevereux@cityofharrisville.com

Description of Role: Certified Records Officer,

City Recorder



Municipality Agency Names

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Records Officer Certification

Initial Certification: 07/13/2022

Most Recent Certification: 07/13/2022

Certification Expires: 07/13/2023

Records Officer's certification has expired.

Harrisville (Utah). Police Department

363 West Independence Boulevard, Harrisville UT 84404

801-782-4100

Records Officer(s)

Mrs. Jackie VanMeeteren

Records Officer

363 W Independence Blvd

Harrisville, UT 84404

E-mail: jvanmeeteren@cityofharrisville.com

Description of Role: Records officer for Harrisville Police Department and Harrisville Justice Court.

Records Officer Certification

Initial Certification: 07/03/2013

Most Recent Certification: 05/12/2022

Certification Expires: 05/12/2023

Records Officer's certification has expired.

Hatch (Utah)

PO Box 625, 49 West Center, Hatch UT 84735

435-735-4364

Records Officer(s)

Kerri Justus

Payroll Specialist for Garfield County School District

P.O. Box 398

145 East Center

Panguitch, UT 84759

E-mail: kerri.justus@garfk12.org

Description of Role: GRAMA and records management

Records Officer Certification

Initial Certification: 01/24/2013

Most Recent Certification: 07/05/2022

Certification Expires: 07/05/2023

Records Officer's certification has expired.

Jacie Torgersen

Records Officer

49 West Center

PO BOX 625

Hatch, UT 84735

E-mail: hatchut@scinternet.net

Description of Role: I am the Town Clerk for the Town of Hatch

Records Officer Certification

Initial Certification: 10/27/2016

Most Recent Certification: 03/09/2022

Certification Expires: 03/09/2023

Records Officer's certification has expired.

Heber City (Utah)

75 North Main Street, Heber City UT 84032

435 654-0757

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Mrs. Tammy Mair

Records Officer
301 South Main
Heber City, UT 84032
E-mail: tmair@ci.heber.ut.us
Description of Role: Heber City Police Department Record Keeper

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 02/15/2023
Certification Expires: 02/15/2024
Records Officer's certification has expired.

Mrs. Robin E Raines-Bond

Records Officer
75 North Main Street
Heber City, UT 84032
E-mail: rraines@heberut.gov
Description of Role: Deputy Recorder. Preparation of city council agenda; reviews and distributes City Council packets electronically. Preparing and publishing public notices, attesting docs, filing GRAMA request. Record

Records Officer Certification

Initial Certification: 12/01/2020
Most Recent Certification: 10/24/2022
Certification Expires: 10/24/2023
Records Officer's certification has expired.

Trina Cooke

City Recorder
75 North Main St
Heber City, UT 84032
E-mail: tcooke@heberut.gov
Description of Role: Deputy City Recorder

Records Officer Certification

Initial Certification: 12/06/2018
Most Recent Certification: 11/21/2022
Certification Expires: 11/21/2023
Records Officer's certification has expired.

Heber City (Utah). Building Department

75 North Main Street, Heber City UT 84032
435-654-6330

Records Officer(s)

Mrs. Robin E Raines-Bond

Records Officer
75 North Main Street
Heber City, UT 84032
E-mail: rraines@heberut.gov
Description of Role: Deputy Recorder. Preparation of city council agenda; reviews and distributes City Council packets electronically. Preparing and publishing public notices, attesting docs, filing GRAMA request. Record

Records Officer Certification

Initial Certification: 12/01/2020
Most Recent Certification: 10/24/2022
Certification Expires: 10/24/2023
Records Officer's certification has expired.

Kelly Rogers

Records Officer
75 North Main St
Heber City, UT 84032
E-mail: kr Rogers@ci.heber.ut.us

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.



Municipality Agency Names

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Heber City (Utah). Police Department

301 S Main Street, Heber City UT 84032

435-654-3040

Records Officer(s)

Mrs. Tammy Mair

Records Officer

301 South Main

Heber City, UT 84032

E-mail: tmair@ci.heber.ut.us

Description of Role: Heber City Police Department Record Keeper

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 02/15/2023

Certification Expires: 02/15/2024

Records Officer's certification has expired.

Karen Tozier

75 North Main Street

Heber City, UT 84032

E-mail: ktozier@ci.heber.ut.us

Records Officer Certification

Initial Certification: 07/22/2013

Most Recent Certification: 09/16/2015

Certification Expires: 09/16/2016

Records Officer's certification has expired.

Mrs. Robin E Raines-Bond

Records Officer

75 North Main Street

Heber City, UT 84032

E-mail: rraines@heberut.gov

Description of Role: Deputy Recorder. Preparation of city council agenda; reviews and distributes City Council packets electronically. Preparing and publishing public notices, attesting docs, filing GRAMA request. Record

Records Officer Certification

Initial Certification: 12/01/2020

Most Recent Certification: 10/24/2022

Certification Expires: 10/24/2023

Records Officer's certification has expired.

Caradie Williams

Heber City Police Department

301 South Main

Heber City, UT 84032

E-mail: cwilliams@heberut.gov

Records Officer Certification

Initial Certification: 02/03/2021

Most Recent Certification: 02/15/2023

Certification Expires: 02/15/2024

Records Officer's certification has expired.

Helper (Utah)

PO Box 221, 73 South Main Street, Helper UT 84526

435-472-5391

Records Officer(s)

Zack Tonc

58 S. Main St.

Helper, UT 84526

E-mail: ztonc@helpercity.net



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 02/17/2021
Most Recent Certification: 02/17/2022
Certification Expires: 02/17/2023
Records Officer's certification has expired.

Helper (Utah). Cemetery Superintendent

Western Mining and Railroad Museum of Helper Utah (Utah)

294 South Main Street, Helper UT 84526
435-472-3009

Helper (Utah). Police Department

73 South Main Street, Helper UT 84526
435-472-3719

Records Officer(s)

Chris Gigliotti

97 South Main Street
Helper, UT 84526
E-mail: chrisgigliotti@helpercity.net

Records Officer Certification

Initial Certification: 04/15/2022
Most Recent Certification: 04/15/2022
Certification Expires: 04/15/2023
Records Officer's certification has expired.

Henefer (Utah)

150 West Center Street, P.O. Box 112, Henefer UT 84033
435-336-5829

Records Officer(s)

Earleen Paskett

Town Clerk
PO Box 112
150 W. Center Street
Henefer, UT 84033
E-mail: ppaskett@allwest.net
Description of Role: All records and financials

Records Officer Certification

Initial Certification: 01/03/2013
Most Recent Certification: 01/05/2017
Certification Expires: 01/05/2018
Records Officer's certification has expired.

Shelley Richins

E-mail: sdawnrichins@gmail.com

Records Officer Certification

Initial Certification: 01/19/2018
Most Recent Certification: 01/18/2022
Certification Expires: 01/18/2023
Records Officer's certification has expired.

Henrieville (Utah)

PO Box 125, 70 West Main, Henrieville UT 84736
435-679-8581



Municipality Agency Names

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with Authorized Records Officers

Records Officer(s)

Marie Jaggar

Town Clerk
PO Box 125
Henrieville, UT 84736
E-mail: henrievilletown@scinternet.net
Description of Role: All town records

Records Officer Certification

Initial Certification: 11/08/2018
Most Recent Certification: 01/04/2023
Certification Expires: 01/04/2024

Records Officer's certification has expired.

Herriman (Utah)

5355 West Herriman Main Street, Herriman UT 84096
801-446-5323

Records Officer(s)

Jackie Nostrom

City Recorder
5355 West Herriman Main Street
Herriman, UT 84096
E-mail: jnostrom@herriman.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 11/05/2013
Most Recent Certification: 10/25/2022
Certification Expires: 10/25/2023

Records Officer's certification has expired.

Wendy Thorpe

Deputy Recorder
E-mail: wthorpe@herriman.org

Records Officer Certification

Initial Certification: 12/28/2017
Most Recent Certification: 12/09/2022
Certification Expires: 12/09/2023

Records Officer's certification has expired.

Ashley Glines

Records Officer
5355 W Herriman Main Street
Herriman, UT 84096
E-mail: aglines@herriman.org
Description of Role: Records Specialist

Records Officer Certification

Initial Certification: 07/20/2022
Most Recent Certification: 07/20/2022
Certification Expires: 07/20/2023

Records Officer's certification has expired.

Angela Hansen

Agency Employee
5355 w herriman main st
Herriman, UT 84095
E-mail: anhansen@herriman.org

Records Officer Certification

Initial Certification: 11/17/2022
Most Recent Certification: 11/17/2022
Certification Expires: 11/17/2023

Records Officer's certification has expired.

Herriman (Utah). Healthy Herriman.



Municipality Agency Names

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with Authorized Records Officers

Records Officer(s)

Angela Hansen

Agency Employee
5355 w herriman main st
Herriman, UT 84095
E-mail: anhansen@herriman.org

Records Officer Certification

Initial Certification: 11/17/2022
Most Recent Certification: 11/17/2022
Certification Expires: 11/17/2023

Records Officer's certification has expired.

Herriman (Utah). Police Department

Herriman Police Department, 5355 W Herriman Main Street, Herriman UT 84095
801-858-0035

Records Officer(s)

Angela Hansen

Agency Employee
5355 w herriman main st
Herriman, UT 84095
E-mail: anhansen@herriman.org

Records Officer Certification

Initial Certification: 11/17/2022
Most Recent Certification: 11/17/2022
Certification Expires: 11/17/2023

Records Officer's certification has expired.

Hideout (Utah)

10860 North Hideout Trail, Hideout UT 84036
435-655-5289

Records Officer(s)

Alicia Fairbourne

Records Officer
10860 N Hideout Trail
Hideout, UT 84036
E-mail: afairbourne@hideoututah.gov
Description of Role: Deputy City Recorder - fulfills any/all job duties when City Recorder is unable to.

Records Officer Certification

Initial Certification: 03/04/2020
Most Recent Certification: 03/21/2022
Certification Expires: 03/21/2023

Records Officer's certification has expired.

Highland (Utah)

5400 West Civic Center Dr., Ste. 1, Highland UT 84003
801 756-5751

Records Officer(s)

Stephannie Cottle

City Recorder
5400 West Civic Center Drive
Suite 1
Highland, UT 84003
E-mail: scottle@highlandcity.org



Municipality Agency Names

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Records Officer Certification

Initial Certification: 03/21/2020

Most Recent Certification: 04/10/2023

Certification Expires: 04/10/2024

Records Officer's certification has expired.

Hildale (Utah)

P. O. Box 840490, 320 East Newel Ave, Hildale UT 84784
4358742323

Records Officer(s)

Mariah La Corti

Deputy City Recorder

P.O. Box 840490

Hildale, UT 84784

E-mail: mariahl@hildalecity.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Athena Cawley

320 East Newel Ave

Hildale, UT 84784

E-mail: athenac@hildalecity.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Hildale (Utah). Planning Commission.

Hinckley (Utah)

161 East 300 North, P.O. Box 138, Hinckley UT 84635
435-864-3522

Records Officer(s)

Tresa Martin

Records Officer

161 E 300 N

PO Box 138

Hinckley, UT 84635

E-mail: tmartin.hinckley@gmail.com

Description of Role: Hinckley Town Clerk

Records Officer Certification

Initial Certification: 08/14/2020

Most Recent Certification: 08/08/2022

Certification Expires: 08/08/2023

Records Officer's certification has expired.

Holden (Utah)

PO Box 360127, 56 North Main, Holden UT 84636
435-795-2239

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Carla Collins

Holden Town Clerk

E-mail: Clerk@holdenutah.us

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Holladay (Utah)

4580 South 2300 East, Holladay UT 84117

801-272-9450

Records Officer(s)

Stephanie N Carlson

City Recorder

4580 South 2300 East

Holladay, UT 84117

E-mail: scarlson@cityofholladay.com

Description of Role: GRAMA, records management

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 03/07/2018

Certification Expires: 03/07/2019

Records Officer's certification has expired.

Kaylynn Olsen

Court Clerk

4580 South 2300 East

Holladay, UT 84117

E-mail: kolsen@cityofholladay.com

Description of Role: Court records

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Honeyville (Utah)

2635 West 6980 North, P.O. Box 142, Honeyville UT 84314

435-279-8427

Records Officer(s)

Brittany Chlarson

Clerk/Recorder

2635 West 6980 North

Honeyville, UT 84314

E-mail: honeyvillecity@gmail.com

Description of Role: Records officer and GRAMA.

Records Officer Certification

Initial Certification: 05/25/2019

Most Recent Certification: 01/27/2022

Certification Expires: 01/27/2023

Records Officer's certification has expired.

Mrs. Wendy Lyn Lindauer

Agency Employee

6977 N 2275 W

PO Box 55

Honeyville, Ut 84314

E-mail: wendy.honeyvillecity@gmail.com

Description of Role: Deputy Clerk



Municipality Agency Names

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Records Officer Certification

Initial Certification: 04/08/2022

Most Recent Certification: 04/08/2022

Certification Expires: 04/08/2023

Records Officer's certification has expired.

Hooper (Utah)

Ogden City

Records Officer(s)

Ms. Whitney B Black

Records Officer

5580 W 4600 S

Hooper, UT 84315

E-mail: admin@hoopercity.com

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 09/27/2021

Most Recent Certification: 09/27/2021

Certification Expires: 09/27/2022

Records Officer's certification has expired.

Hooper Park Service Area (Utah)

4455 South 5500 West, Hooper UT 84315

801-732-1064

Records Officer(s)

Ms. Whitney B Black

Records Officer

5580 W 4600 S

Hooper, UT 84315

E-mail: admin@hoopercity.com

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 09/27/2021

Most Recent Certification: 09/27/2021

Certification Expires: 09/27/2022

Records Officer's certification has expired.

Howell (Utah)

Howell Town Community Center, 15970 North 17400 West, P.O. Box 45, Howell UT 84316

435 471-2378

Records Officer(s)

Sandy Burton

Town Clerk

16020 N. 17400 W., Ste A

PO Box 45

Howell, UT 84316

E-mail: office@howelltown.org

Records Officer Certification

Initial Certification: 02/28/2019

Most Recent Certification: 04/06/2020

Certification Expires: 04/06/2021

Records Officer's certification has expired.

Huntington (Utah)



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with Authorized Records Officers

Huntington City Hall, 20 South Main, P.O. Box 126, Huntington UT 84528
435-687-2436

Records Officer(s)

Mrs. Jenene Hansen

20 South Main
PO Box 126
Huntington, UT 84528
E-mail: recorder@huntingtonut.com

Records Officer Certification

Initial Certification: 08/13/2014
Most Recent Certification: 07/08/2022
Certification Expires: 07/08/2023

Records Officer's certification has expired.

Huntsville (Utah)

Huntsville Town Hall, 7309 East 200 South, P.O. Box 267, Huntsville UT 84317
801-745-3420

Records Officer(s)

Mrs. Rebecca Diane Endicott

Records Officer
7381 E. 200 South
Huntsville, UT 84317
E-mail: bendicott@huntsvilletown.com
Description of Role: Clerk/Recorder

Records Officer Certification

Initial Certification: 07/16/2019
Most Recent Certification: 11/08/2022
Certification Expires: 11/08/2023

Records Officer's certification has expired.

Hurricane (Utah)

147 North 870 West, Hurricane UT 84737
435-635-2811

Records Officer(s)

Cindy Beteag

Records Officer
147 N 870 West
Hurricane, UT 84737
E-mail: cindy@cityofhurricane.com

Records Officer Certification

Initial Certification: 08/13/2020
Most Recent Certification: 07/27/2022
Certification Expires: 07/27/2023

Records Officer's certification has expired.

Hurricane (Utah). Police Department

90 South 700 West, Hurricane UT 84737
435-635-9663

Records Officer(s)

Crystal Wright

Budget Specialist, Hurricane City Police
E-mail: cwright@hpcpd.utah.gov



Municipality Agency Names

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Records Officer Certification

Initial Certification: 11/08/2018
Most Recent Certification: 09/15/2022
Certification Expires: 09/15/2023

Records Officer's certification has expired.

Cheryl Doty

Records Officer
90 S 100 W
Hurricane, UT 84737
E-mail: cdoty@hcpd.utah.gov
Description of Role: Records Specialist

Records Officer Certification

Initial Certification: 03/16/2022
Most Recent Certification: 03/17/2022
Certification Expires: 03/17/2023

Records Officer's certification has expired.

Veronica Tait

Records Officer
90 S 700 W
Hurricane, Ut 84737
E-mail: vtait@hcpd.utah.gov

Records Officer Certification

Initial Certification: 10/14/2022
Most Recent Certification: 10/14/2022
Certification Expires: 10/14/2023

Records Officer's certification has expired.

Carol Sparks

Records Officer
Hurricane City Police Department
90 South 700 West
Hurricane, UT 84737
E-mail: csparks@hcpd.utah.gov

Records Officer Certification

Initial Certification: 09/28/2018
Most Recent Certification: 09/08/2021
Certification Expires: 09/08/2022

Records Officer's certification has expired.

Ronda Anderton

Police Department Records
Hurricane Police Dept.
90 S 700 W
HURRICANE, UT 84737
E-mail: randerton@hcpd.utah.gov

Records Officer Certification

Initial Certification: 11/07/2018
Most Recent Certification: 11/02/2021
Certification Expires: 11/02/2022

Records Officer's certification has expired.

Hyde Park (Utah)

113 East Center Street, P.O. Box 489, Hyde Park UT 84318
435 563-6507

Records Officer(s)

Susan Balls

Treasurer
113 East Center Street
PO Box 489
Hyde Park, UT 84318
E-mail: Susan.b@hydeparkcity.org
Description of Role: GRAMA requests, financial records



Municipality Agency Names

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Records Officer Certification

Initial Certification: 05/14/2013

Most Recent Certification: 08/22/2018

Certification Expires: 08/22/2019

Records Officer's certification has expired.

Louise Ann Nielsen

Court Clerk

113 East Center Street

PO Box 489

Hyde Park, UT 84318

E-mail: louisen@hydeparkcity.org

Description of Role: Clerk of Court

Records Officer Certification

Initial Certification: 05/15/2013

Most Recent Certification: 07/16/2014

Certification Expires: 07/16/2015

Records Officer's certification has expired.

DeAnn D Turner

Court Clerk

113 East Center Street

PO Box 489

Hyde Park, UT 84318

E-mail: deann@hydeparkcity.org

Records Officer Certification

Initial Certification: 05/10/2013

Most Recent Certification: 06/03/2020

Certification Expires: 06/03/2021

Records Officer's certification has expired.

Donja Wright

City Recorder

113 East Center Street

PO Box 489

Hyde Park, UT 84318

E-mail: donja.w@hydeparkcity.org

Records Officer Certification

Initial Certification: 05/10/2013

Most Recent Certification: 05/19/2022

Certification Expires: 05/19/2023

Records Officer's certification has expired.

Hyrum (Utah)

83 West Main, Hyrum UT 84319

435 245-6033

Records Officer(s)

Stephanie Fricke

City Recorder

83 West Main

Hyrum, UT 84319

E-mail: sfricke@hyrumcity.org

Description of Role: All records for Hyrum City

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 09/21/2015

Certification Expires: 09/21/2016

Records Officer's certification has expired.

Stephanie Fricke

Records Officer

60 West Main

Hyrum, Utah, UT 84319

E-mail: sfricke@hyrumcity.com

Description of Role: I am the City Recorder



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Records Officer Certification

Initial Certification: 06/27/2018

Most Recent Certification: 10/06/2022

Certification Expires: 10/06/2023

Records Officer's certification has expired.

Town of Independence (Utah)

Town of Independence, 4530 E. Center Creek Road, Independence UT 84032

435-901-0805

Records Officer(s)

Jodi Hoffman

Town Clerk

Town of Independence

4530 E. Center Creek Road

Independence, UT 84032

E-mail: independenceut@gmail.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Cathy Bingham

4530 East Center Creek Road

Independence, UT 84032

E-mail: cbr0528@aol.com

Records Officer Certification

Initial Certification: 11/29/2018

Most Recent Certification: 03/30/2023

Certification Expires: 03/30/2024

Records Officer's certification has expired.

Interlaken Town (Utah)

P.O. Box 235, Midway UT 84049

415-385-1523

Records Officer(s)

Bart Smith

Town Clerk

Interlaken Town

P.O. Box 1256

Midway, UT 84049

E-mail: interlakenclerk@gmail.com

Records Officer Certification

Initial Certification: 04/13/2020

Most Recent Certification: 11/22/2022

Certification Expires: 11/22/2023

Records Officer's certification has expired.

Ivins (Utah)

85 North Main Street, Ivins UT 84738

435-628-0606

Records Officer(s)

Ms. Kari Jimenez

Records Officer

85 North Main Street

Ivins, UT 84738

E-mail: kjimenez@ivins.com



Municipality Agency Names

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with Authorized Records Officers

Description of Role: All City Recorder and Paralegal duties

Records Officer Certification

Initial Certification: 08/19/2013

Most Recent Certification: 07/18/2022

Certification Expires: 07/18/2023

Records Officer's certification has expired.

Mrs. Sharon Lee Allen

Agency Employee

55 N. Main St.

Ivins, UT 84738

E-mail: sallen@ivins.com

Description of Role: Deputy City Recorder

Records Officer Certification

Initial Certification: 01/09/2015

Most Recent Certification: 12/15/2022

Certification Expires: 12/15/2023

Records Officer's certification has expired.

Laurel Hill

55 North Main St

Ivins, UT 84738

E-mail: lhill@ivins.com

Records Officer Certification

Initial Certification: 10/14/2021

Most Recent Certification: 03/18/2022

Certification Expires: 03/18/2023

Records Officer's certification has expired.

Tanya Wambold

E-mail: twambold@ivins.com

Records Officer Certification

Initial Certification: 10/12/2022

Most Recent Certification: 10/12/2022

Certification Expires: 10/12/2023

Records Officer's certification has expired.

Ivins (Utah). Police Department

2603 Santa Clara Dr., 2nd Floor, Santa Clara UT 84765

435-652-1122

Records Officer(s)

Tanya Wambold

E-mail: twambold@ivins.com

Records Officer Certification

Initial Certification: 10/12/2022

Most Recent Certification: 10/12/2022

Certification Expires: 10/12/2023

Records Officer's certification has expired.

Joseph (Utah)

Joseph Town Hall, 25 East 100 North, Joseph UT 84739

435 527-4394

Records Officer(s)

Haley O Bray

Town Clerk

25 East 100 North

Joseph, UT 84739

E-mail: jotownclerkho@gmail.com



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Records Officer Certification

Initial Certification: 08/01/2019

Most Recent Certification: 08/01/2019

Certification Expires: 08/01/2020

Records Officer's certification has expired.

Nikole Campbell

25 E 100 N

Joseph, UT 84739

E-mail: cnikole30@gmail.com

Records Officer Certification

Initial Certification: 12/30/2021

Most Recent Certification: 12/30/2021

Certification Expires: 12/30/2022

Records Officer's certification has expired.

Junction (Utah)

155 North 200 West, P.O. Box 26, Junction UT 84740

435-577-2840

Records Officer(s)

Teresa M Pearson

Town Clerk

PO Box 26

149 North 200 West

Junction, UT 84740

E-mail: junction.town@yahoo.com

Description of Role: All records for Junction Town

Records Officer Certification

Initial Certification: 02/11/2013

Most Recent Certification: 01/06/2022

Certification Expires: 01/06/2023

Records Officer's certification has expired.

Kamas (Utah)

Kamas City Hall, 170 North Main Street, Kamas UT 84036

435-783-4630

Records Officer(s)

Kim Peacock

City Recorder

Kamas City

170 North Main

Kamas, UT 84036

E-mail: kpeacock@kamascityut.gov

Description of Role: Records management and GRAMA

Records Officer Certification

Initial Certification: 09/13/2013

Most Recent Certification: 09/01/2022

Certification Expires: 09/01/2023

Records Officer's certification has expired.

Mrs. Dori Snyder

Agency Employee

170 N Main

Kamas, UT 84036

E-mail: dorisnyder@hotmail.com

Description of Role: Deputy Recorder

Records Officer Certification

Initial Certification: 09/13/2013

Most Recent Certification: 09/01/2022

Certification Expires: 09/01/2023

Records Officer's certification has expired.



Municipality Agency Names

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Kamas (Utah). Police Department

170 N. Main Street, Kamas UT 84036

435-783-4344

Records Officer(s)

Brad Smith

Chief of Police

170 North Main

Kamas, UT 84036

E-mail: bsmith@kamascityut.gov

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Kanab (Utah)

26 N 100 E, Kanab UT 84741

435-644-2534

Records Officer(s)

Lorna Watson

PO Box 128

Kanab, UT 84741

E-mail: lwatson@kanab.utah.gov

Description of Role: Police department records

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Celeste Cram

Agency Employee

26 N 100 E

Kanab, Ut 84741

E-mail: ccram@kanab.utah.gov

Description of Role: Recorder

Deputy Recorder

Accounts Payable

Records Officer Certification

Initial Certification: 03/31/2022

Most Recent Certification: 03/31/2022

Certification Expires: 03/31/2023

Records Officer's certification has expired.

Kanab (Utah). Police Department

76 North Main, Kanab UT 84741

435-644-5854

Records Officer(s)

Katherine Ohlwiler

Kanab City Treasurer

76 North Main

Kanab, UT 84741

E-mail: kohlwiler@kanab.utah.gov



Municipality Agency Names

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Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Kanarrville (Utah)

Town Hall, 40 S. Main Street, P.O. Box 420148, Kanarrville UT 84741
435-865-0967

Records Officer(s)

David Ence

Town Clerk

PO Box 420148

Kanarrville, UT 84741

E-mail: david@kanarrville.org

Description of Role: Records management and GRAMA

Records Officer Certification

Initial Certification: 08/20/2013

Most Recent Certification: 08/23/2019

Certification Expires: 08/23/2020

Records Officer's certification has expired.

Heidi Loveland

E-mail: heidi@kanarrville.org

Records Officer Certification

Initial Certification: 08/21/2020

Most Recent Certification: 08/18/2022

Certification Expires: 08/18/2023

Records Officer's certification has expired.

Kanosh (Utah)

Kanosh Town Hall, 40 N. Main, PO Box 9, Kanosh UT 84637
435 759-2626

Records Officer(s)

Cindy Turner

Records Officer

265 South 100 East

Kanosh, UT 84637

E-mail: cindytimturner@gmail.com

Description of Role: I am the Kanosh Town Clerk

Records Officer Certification

Initial Certification: 11/21/2019

Most Recent Certification: 08/02/2022

Certification Expires: 08/02/2023

Records Officer's certification has expired.

Kaysville (Utah)

23 E Center St, 23 E Center St, Kaysville UT 84037
801-546-1235

Records Officer(s)

Annemarie Plaizier

City Recorder

Kaysville City Municipal Center

23 East Center Street

Kaysville, UT 84037

E-mail: aplaizier@kaysville.gov



Municipality Agency Names

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Records Officer Certification

Initial Certification: 03/20/2019

Most Recent Certification: 04/01/2022

Certification Expires: 04/01/2023

Records Officer's certification has expired.

Chelsie Fromeyer

23 E Center St

Kaysville, UT 84037

E-mail: cfromeyer@kaysvillecity.com

Records Officer Certification

Initial Certification: 05/19/2021

Most Recent Certification: 06/30/2022

Certification Expires: 06/30/2023

Records Officer's certification has expired.

Nic Mills

23 East Center St

Kaysville, UT 84037

E-mail: nmills@kaysvillecity.com

Records Officer Certification

Initial Certification: 05/19/2021

Most Recent Certification: 05/19/2021

Certification Expires: 05/19/2022

Records Officer's certification has expired.

Mrs. Jessica S Busk

Records Officer

58 East 100 North

Kaysville, UT 84037

E-mail: jbusk@kaysvillecity.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Kaysville (Utah). Cemetery Superintendent

Kaysville (Utah). Police Department

80 North Main Street, Kaysville UT 84037

801-546-1131

Records Officer(s)

Nic Mills

23 East Center St

Kaysville, UT 84037

E-mail: nmills@kaysvillecity.com

Records Officer Certification

Initial Certification: 05/19/2021

Most Recent Certification: 05/19/2021

Certification Expires: 05/19/2022

Records Officer's certification has expired.

Chelsie Fromeyer

23 E Center St

Kaysville, UT 84037

E-mail: cfromeyer@kaysvillecity.com

Records Officer Certification

Initial Certification: 05/19/2021

Most Recent Certification: 06/30/2022

Certification Expires: 06/30/2023

Records Officer's certification has expired.



Municipality Agency Names

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City of Kearns (Utah)

5025 south state street, murray UT

Kingston (Utah)

44 West 100 South, PO Box 430365, Kingston UT 84743
435-577-2967

Records Officer(s)

Kali Gleave

Town Clerk
44 West 100 South
PO Box 430365
Kingston, UT 84743

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Koosharem (Utah)

PO Box 440199, 45 North Main, Koosharem UT 84744
435 638-7598

Records Officer(s)

Mrs. Allison Lewis

Records Officer
45 North Main
Koosharem, UT 84744
E-mail: koosharemtown@scinternet.net
Description of Role: Koosharem Town Clerk

Records Officer Certification

Initial Certification: 10/05/2015
Most Recent Certification: 11/26/2019
Certification Expires: 11/26/2020
Records Officer's certification has expired.

Lake Point (Utah)

1540 Sunset Road, Lake Point UT 84074

Laketown (Utah)

10 North 200 East, Laketown UT 84038
435-946-2993

Records Officer(s)

Alice Jackson

10 North 200 East
Laketown, UT 84038
E-mail: clerk@laketownutah.com
Description of Role: Town Clerk and Record Officer

Records Officer Certification

Initial Certification: 01/24/2019
Most Recent Certification: 03/01/2021
Certification Expires: 03/01/2022
Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

LaVerkin (Utah)

435 North Main, La Verkin UT 84745

435-635-2581

Records Officer(s)

Christy Ballard

Administrative Assistant

435 North Main

La Verkin, UT 84745

E-mail: Christy.ballard@laverkincity.org

Description of Role: Records management and GRAMA

Records Officer Certification

Initial Certification: 04/15/2013

Most Recent Certification: 08/29/2022

Certification Expires: 08/29/2023

Records Officer's certification has expired.

Troylinn Benson

Director of Administration

435 North Main Street

La Verkin, UT 84745

E-mail: troylinnb.asssd@gmail.com

Description of Role: Records management and GRAMA for finance

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

La Verkin (Utah). Police Department

111 South Main Street, La Verkin UT 84745

801-635-0427

Records Officer(s)

Macon McMahon

E-mail: macon.mcmahon@laverkincity.org

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Ben Lee

Police Chief

435 North Main

La Verkin, UT 84745

E-mail: ben.lee@laverkincity.org

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Layton (Utah)

437 North Wasatch Drive, Layton UT 84041

801-546-8500

Records Officer(s)



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Kristen L Eklund

Records Officer
429 N Wasatch Dr
Layton, UT 84041
E-mail: keklund@laytoncity.org
Description of Role: Layton Police Department Records Manager

Records Officer Certification

Initial Certification: 02/25/2013
Most Recent Certification: 02/23/2023
Certification Expires: 02/23/2024
Records Officer's certification has expired.

Kimberly Read

Recorder
Layton City Hall
437 North Wasatch Drive
Layton, UT 84041
E-mail: kread@laytoncity.org

Records Officer Certification

Initial Certification: 10/24/2016
Most Recent Certification: 11/01/2022
Certification Expires: 11/01/2023
Records Officer's certification has expired.

Layton (Utah). Department of Finance

437 North Wasatch Drive, Layton UT 84041
801 546-8500

Layton (Utah). Police Department

429 North Wasatch Drive, Layton UT 84041
801-497-8300

Records Officer(s)

Kristen L Eklund

Records Officer
429 N Wasatch Dr
Layton, UT 84041
E-mail: keklund@laytoncity.org
Description of Role: Layton Police Department Records Manager

Records Officer Certification

Initial Certification: 02/25/2013
Most Recent Certification: 02/23/2023
Certification Expires: 02/23/2024
Records Officer's certification has expired.

Leamington (Utah)

Leamington Town Hall, 61 West Main, P.O. Box 38101, Leamington UT 84638
435 857-2433

Records Officer(s)

Ann Finlinson

Records Officer
61 West Main
PO Box 38101
Leamington, UT 84638
E-mail: leamingtongovern@gmail.com
Description of Role: Town Clerk/Recorder



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 01/14/2016
Most Recent Certification: 09/23/2022
Certification Expires: 09/23/2023
Records Officer's certification has expired.

Leeds (Utah)

Leeds Town Hall, 218 N. Main Street, Leeds UT 84746-0879
435-879-2447

Records Officer(s)

Aseneth Steed

Clerk/Recorder
218 North Main St
P O Box 460879
Leeds, UT 84746
E-mail: clerk@leedstown.org

Records Officer Certification

Initial Certification: 11/18/2019
Most Recent Certification: 02/15/2022
Certification Expires: 02/15/2023
Records Officer's certification has expired.

Kristi Barker

Clerk/Recorder
218 North Main Street
Leeds, UT 84746
E-mail: kbarker@leedstown.org

Records Officer Certification

Initial Certification: 07/05/2016
Most Recent Certification: 07/17/2017
Certification Expires: 07/17/2018
Records Officer's certification has expired.

Lehi (Utah)

PO Box 255, 153 North 100 East, Lehi UT 84043
801 768-7100

Records Officer(s)

Alyson Alger

153 N 100 E
Lehi, UT 84043
E-mail: aalger@lehi-ut.gov
Description of Role: Financial records

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Angie Reynolds

176 N. Center
Lehi, UT 84043
E-mail: areynolds@lehi-ut.gov
Description of Role: Medical records

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.



Municipality Agency Names

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with Authorized Records Officers

Noreen Edwards

99 West Main Street
Suite 100
Lehi, UT 84043
E-mail: nedwards@lehi-ut.gov
Description of Role: Planning and zoning department records

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Jeremy Estes

560 W. Glen Carter Drive
Lehi, UT 84043
E-mail: jestes@lehi-ut.gov
Description of Role: Fleet records

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 09/13/2012
Certification Expires: 09/13/2013
Records Officer's certification has expired.

Cindy Stone

560 W. Glen Carter Drive
Lehi, UT 84043
E-mail: cstone@lehi-ut.gov
Description of Role: Water records

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Shawn Winters

153 N 100 E
1525 N 600 E
Lehi, UT 84043
E-mail: swinters@lehi-ut.gov
Description of Role: Cemetery Sexton

Records Officer Certification

Initial Certification: 06/24/2013
Most Recent Certification: 11/06/2018
Certification Expires: 11/06/2019
Records Officer's certification has expired.

Mrs. Teisha Wilson

City Recorder
153 North 100 East
Lehi, UT 84043
E-mail: twilson@lehi-ut.gov
Description of Role: Deputy Recorder

Records Officer Certification

Initial Certification: 06/17/2014
Most Recent Certification: 08/31/2022
Certification Expires: 08/31/2023
Records Officer's certification has expired.

Mrs. Melanie Lehi Hansen

Agency Employee
560 W Glen Carter Dr
Lehi, UT 84043
E-mail: mhansen@lehi-ut.gov
Description of Role: Administrative Asst. for Lehi Power Dept.

Records Officer Certification

Initial Certification: 11/07/2018
Most Recent Certification: 11/07/2018
Certification Expires: 11/07/2019
Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

David Kitchen

Lehi City
153 North 100 East
Lehi, UT 84043
E-mail: dkitchen@lehi-ut.gov

Records Officer Certification

Initial Certification: 07/05/2017
Most Recent Certification: 11/05/2018
Certification Expires: 11/05/2019

Records Officer's certification has expired.

Sherrie Benson

153 North 100 East
Lehi, UT 84043
E-mail: sbenson@lehi-ut.gov

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Lehi City (Utah). Library

120 North Center St., Lehi UT 84043

Lehi (Utah). Police Department

Lehi Police Department, 580 West State St., Lehi UT 84043
801-766-5800

Records Officer(s)

Kim Street

580 West State Street
Lehi, UT 84043
E-mail: kstreet@lehi-ut.gov
Description of Role: Police Executive Assistant

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 04/23/2019
Certification Expires: 04/23/2020

Records Officer's certification has expired.

Marjorie DelPivo

580 W State
Lehi, UT 84043
E-mail: mdlpivo@lehi-ut.gov

Records Officer Certification

Initial Certification: 04/28/2016
Most Recent Certification: 03/26/2019
Certification Expires: 03/26/2020

Records Officer's certification has expired.

Levan (Utah)

Levan Town Hall, 20 North Main, P.O. Box 40, Levan UT 84639
435 623-1959

Records Officer(s)

Heather Poulsen

Records Officer
E-mail: hpoulsen.levantown@gmail.com



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Records Officer Certification

Initial Certification: 01/16/2020

Most Recent Certification: 02/03/2022

Certification Expires: 02/03/2023

Records Officer's certification has expired.

Elizabeth Hone

Town Clerk

20 North Main

PO Box 40

Levan, UT 84639

E-mail: ehone.levantown@gmail.com

Description of Role: Town Clerk

Records Officer Certification

Initial Certification: 06/19/2013

Most Recent Certification: 03/24/2021

Certification Expires: 03/24/2022

Records Officer's certification has expired.

Susan Kendall

Records Officer

20 N Main St

Levan, UT 84639

E-mail: skendall.levantown@gmail.com

Description of Role: Deputy Clerk for the Town of Levan

Records Officer Certification

Initial Certification: 04/04/2022

Most Recent Certification: 04/04/2022

Certification Expires: 04/04/2023

Records Officer's certification has expired.

Jessica Shepherd

E-mail: jshepherd.levantown@gmail.com

Records Officer Certification

Initial Certification: 04/21/2022

Most Recent Certification: 04/21/2022

Certification Expires: 04/21/2023

Records Officer's certification has expired.

Levan (Utah). Activities Committee.

Records Officer(s)

Susan Kendall

Records Officer

20 N Main St

Levan, UT 84639

E-mail: skendall.levantown@gmail.com

Description of Role: Deputy Clerk for the Town of Levan

Records Officer Certification

Initial Certification: 04/04/2022

Most Recent Certification: 04/04/2022

Certification Expires: 04/04/2023

Records Officer's certification has expired.

Lewiston (Utah)

PO Box 36, 29 South Main Street, Lewiston UT 84320

435 258-2141

Records Officer(s)

Chris Barr

Records Officer

29 S Main

Lewiston, UT 84320

E-mail: cbarr@lewiston-ut.org

Description of Role: City Recorder / Clerk



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 11/09/2021
Most Recent Certification: 11/09/2021
Certification Expires: 11/09/2022
Records Officer's certification has expired.

Liberty City (Utah)

Lindon (Utah)

100 North State, Lindon UT 84042
801 785-5043

Records Officer(s)

Mrs. Kathryn Moosman

Records Officer
100 North State Street
Lindon, UT 84042
E-mail: kmoosman@lindoncity.org
Description of Role: Lindon City Recorder

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 01/19/2022
Certification Expires: 01/19/2023
Records Officer's certification has expired.

Lindon (Utah). Police Department

90 North State Street, Lindon UT 84042
801-769-8600

Records Officer(s)

Barbara Allen

Records clerk
Lindon Public Safety Building
90 North State Street
Lindon, UT 84042
E-mail: ballen@lindoncity.org

Records Officer Certification

Initial Certification: 12/05/2018
Most Recent Certification: 01/03/2022
Certification Expires: 01/03/2023
Records Officer's certification has expired.

Loa (Utah)

P.O. Box 183, 80 West Center, Loa UT 84747
435 836-2160

Records Officer(s)

Michelle Brian

Town Clerk
PO Box 183
80 West Center
Loa, UT 84747
E-mail: loatown@scinternet.net

Records Officer Certification

Initial Certification: 04/02/2014
Most Recent Certification: 08/30/2022
Certification Expires: 08/30/2023
Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Logan (Utah)

290 North 100 West, P.O. Box 527, Logan UT 84321
435-716-9002

Records Officer(s)

Teresa Harris

290 North 100 West
Logan, UT 84321
E-mail: teresa.harris@loganutah.org
Description of Role: City Recorder and GRAMA

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 09/20/2022
Certification Expires: 09/20/2023

Records Officer's certification has expired.

Esli S. Morales

Records Officer
290 N 100 W Logan
Logan, UT 84321
E-mail: esli.morales@loganutah.org
Description of Role: Deputy Recorder

Records Officer Certification

Initial Certification: 10/23/2020
Most Recent Certification: 10/20/2022
Certification Expires: 10/20/2023

Records Officer's certification has expired.

Logan (Utah). City Council

PO Box 527, 255 N Main, Logan UT 84323
435 750-9800

Records Officer(s)

Esli S. Morales

Records Officer
290 N 100 W Logan
Logan, UT 84321
E-mail: esli.morales@loganutah.org
Description of Role: Deputy Recorder

Records Officer Certification

Initial Certification: 10/23/2020
Most Recent Certification: 10/20/2022
Certification Expires: 10/20/2023

Records Officer's certification has expired.

Logan (Utah). Municipal Court

446 North 100 West, Logan UT 84321
435-750-9860

Records Officer(s)

Witchurin Seeley

E-mail: witchurin.seeley.civ@army.mil

Records Officer Certification

Initial Certification: 08/24/2020
Most Recent Certification: 09/27/2022
Certification Expires: 09/27/2023

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Logan (Utah). Fire Department

76 East 200 North, Logan UT 84321

Records Officer(s)

Teresa Harris

290 North 100 West

Logan, UT 84321

E-mail: teresa.harris@loganutah.org

Description of Role: City Recorder and GRAMA

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 09/20/2022

Certification Expires: 09/20/2023

Records Officer's certification has expired.

Mr. Craig R Humphreys

Asst. Chief/Fire Marshal/PIO

76 East 200 North

Logan, UT

E-mail: craig.humphreys@loganutah.org

Description of Role: As the Fire Marshal for Logan City Fire Department, assigned by the Fire Chief as the records officer for the Fire Department.

Records Officer Certification

Initial Certification: 11/18/2013

Most Recent Certification: 02/01/2022

Certification Expires: 02/01/2023

Records Officer's certification has expired.

Jalayne Hatch

Agency Employee

76 E 200 N

Logan, UT 84321

E-mail: jalayne.hatch@loganutah.org

Records Officer Certification

Initial Certification: 09/27/2019

Most Recent Certification: 12/07/2021

Certification Expires: 12/07/2022

Records Officer's certification has expired.

Logan (Utah). Legal Department

PO Box 527, 255 N. Main, Logan UT 84323

435 750-9800

Records Officer(s)

Esli S. Morales

Records Officer

290 N 100 W Logan

Logan, UT 84321

E-mail: esli.morales@loganutah.org

Description of Role: Deputy Recorder

Records Officer Certification

Initial Certification: 10/23/2020

Most Recent Certification: 10/20/2022

Certification Expires: 10/20/2023

Records Officer's certification has expired.

Logan (Utah). Mayor

PO Box 527, 255 N Main, Logan UT 84323

435 750-9800



Municipality Agency Names

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with Authorized Records Officers

Logan (Utah). Administrative Services and Economic Development

PO Box 527, 255 N Main, Logan UT 84323

435 750-9800

Logan (Utah). Recorder

PO Box 527, 255 N Main, Logan UT 84323

435 750-9800

Records Officer(s)

Esli S. Morales

Records Officer

290 N 100 W Logan

Logan, UT 84321

E-mail: esli.morales@loganutah.org

Description of Role: Deputy Recorder

Records Officer Certification

Initial Certification: 10/23/2020

Most Recent Certification: 10/20/2022

Certification Expires: 10/20/2023

Records Officer's certification has expired.

Logan (Utah). Community Development

PO Box 527, 255 N Main, Logan UT 84323

435 750-9800

Logan (Utah). Public Library

255 North Main, Logan UT 84321

Records Officer(s)

Teresa Harris

290 North 100 West

Logan, UT 84321

E-mail: teresa.harris@loganutah.org

Description of Role: City Recorder and GRAMA

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 09/20/2022

Certification Expires: 09/20/2023

Records Officer's certification has expired.

Logan (Utah). Environmental Department

PO Box 527, 255 N Main, Logan UT 84323

435 750-9800

Logan (Utah). Finance

PO Box 527, 255 N Main, Logan UT 84323-0527

435 750-9800

Logan (Utah). Information Technology



Municipality Agency Names

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PO Box 527, 255 N Main, Logan UT 84323
435 750-9800

Logan (Utah). Human Resources

PO Box 527, 255 N Main, Logan UT 84323
435 750-9800

Logan (Utah). Light and Power

PO Box 527, 255 N Main, Logan UT 84323
435 750-9800

Logan (Utah). Parks and Recreation

PO Box 527, 255 N Main, Logan UT 84323
435-750-9800

Logan (Utah). Public Works, Permits, and Compliance

Po Box 527, 255 N Main, Logan UT 84323
435 750-9800

Records Officer(s)

Teresa Harris

290 North 100 West
Logan, UT 84321
E-mail: teresa.harris@loganutah.org
Description of Role: City Recorder and GRAMA

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 09/20/2022
Certification Expires: 09/20/2023

Records Officer's certification has expired.

Logan (Utah). Public Works. Engineering

Po Box 527, 255 N Main, Logan UT 84323
435 750-9800

Records Officer(s)

Stefanie Sidwell

Secretary
29 North 100 West
Logan, UT 84321
E-mail: stefanie.sidwell@loganutah.org

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Logan (Utah). Public Works. Fleet Services

PO Box 527, 255 N Main, Logan UT 84323
435 750-9800



Municipality Agency Names

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with Authorized Records Officers

Logan (Utah). Public Works. Streets

PO Box 527, 255 N Main, Logan UT 84323

435 750-9800

Logan (Utah). Public Works. Water and Waste Water

PO Box 527, 255 N Main, Logan UT 84323

435 750-9800

Logan (Utah). Mosquito Abatement

153 North 1400 West, Logan UT 84321

435-716-9755

Logan (Utah). Police Department

62 West 300 North, Logan UT 84321

435-716-9300

Records Officer(s)

Kirsti Kjome

LCPD GRAMA 1

62 West 300 North

Logan, UT 84321

E-mail: kirsti.kjome@loganutah.org

Description of Role: Lead Certified Records Officer for Logan City Police Department, aka GRAMA 1.

Records Officer Certification

Initial Certification: 01/31/2013

Most Recent Certification: 10/20/2022

Certification Expires: 10/20/2023

Records Officer's certification has expired.

Kaycee Lyn Bird

Records Officer

62 W 300 N

Logan, UT 84321

E-mail: kaycee.bird@loganutah.org

Description of Role: GRAMA Specialist

Records Officer Certification

Initial Certification: 10/20/2022

Most Recent Certification: 10/20/2022

Certification Expires: 10/20/2023

Records Officer's certification has expired.

Lyman (Utah)

Lyman Town Hall, 101 South Center, P.O. Box 23, Lyman UT 84749

435 836-2141

Records Officer(s)

Peggy Chappell

Town Clerk

101 S. Center

P.O. Box 23

Lyman, UT 84749



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Mrs. Dortha J Chappell

Records Officer

115 S Main St

P O Box 0023

Lyman, UT 84749-0023

E-mail: dorthac@lymantown.org

Description of Role: Lyman Town Clerk

Records Officer Certification

Initial Certification: 12/01/2020

Most Recent Certification: 12/28/2022

Certification Expires: 12/28/2023

Records Officer's certification has expired.

Lynndyl (Utah)

PO Box 40207, 98 East Center Street, Lynndyl UT 84640

435-340-0107

Records Officer(s)

Mrs. Carly Nielson

Records Officer

E-mail: nielsoncarly@gmail.com

Records Officer Certification

Initial Certification: 03/27/2020

Most Recent Certification: 03/27/2020

Certification Expires: 03/27/2021

Records Officer's certification has expired.

Carly Nielson

98 East Center Street

Lynndyl, UT 84640

E-mail: lynndyl.clerk@gmail.com

Records Officer Certification

Initial Certification: 12/31/2019

Most Recent Certification: 08/08/2022

Certification Expires: 08/08/2023

Records Officer's certification has expired.

Magna Metro Township (Utah)

Magna Metro Township (Utah). Community Reinvestment Agency.

Manila (Utah)

145 East Hwy 43, P.O. Box 189, Manila UT 84046

435-784-3143

Records Officer(s)

Marlena Connor

Town Clerk

PO Box 189

Manila, UT 84046

E-mail: marlenac@manilautah.com



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 01/10/2013

Most Recent Certification: 03/30/2022

Certification Expires: 03/30/2023

Records Officer's certification has expired.

Manti (Utah)

50 South Main Street, Ste 1, Manti UT 84642

435-835-2401

Records Officer(s)

Mrs. JoAnn Otten

Records Officer

50 South Main Street

Manti, UT 84642

E-mail: joannotten@manticity.com

Description of Role: Deputy Recorder and also the Record Administrator for Manti City

Records Officer Certification

Initial Certification: 09/15/2015

Most Recent Certification: 08/18/2022

Certification Expires: 08/18/2023

Records Officer's certification has expired.

Mantua (Utah)

Mantua Town Hall, 409 North Main, Mantua UT 84324

435 723-7054

Records Officer(s)

Shayla HammerStone

409 North Main St

Mantua 84324

E-mail: townhall@mantuautah.org

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Shayla Hammer

Records Officer

409 N Main

Mantua, UT 84324

E-mail: townofmantua@gmail.com

Records Officer Certification

Initial Certification: 06/06/2018

Most Recent Certification: 06/21/2021

Certification Expires: 06/21/2022

Records Officer's certification has expired.

Shayla Hammer

Records Officer

409 No Main St

Mantua, UT 84324

E-mail: townofmantua@gmail.com

Description of Role: I will be the Records Officer for the Town of Mantua. I will be in charge of meeting minutes, GRAMA requests and records for the Town.

Records Officer Certification

Initial Certification: 08/30/2021

Most Recent Certification: 08/24/2022

Certification Expires: 08/24/2023

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Mantua (Utah). Police Department

409 N. Main, Mantua UT 84324

4357237054

Records Officer(s)

Shayla Hammer

Records Officer

409 N Main

Mantua, UT 84324

E-mail: townofmantua@gmail.com

Records Officer Certification

Initial Certification: 06/06/2018

Most Recent Certification: 06/21/2021

Certification Expires: 06/21/2022

Records Officer's certification has expired.

Shayla Hammer

Records Officer

409 No Main St

Mantua, UT 84324

E-mail: townofmantua@gmail.com

Description of Role: I will be the Records Officer for the Town of Mantua. I will be in charge of meeting minutes, GRAMA requests and records for the Town.

Records Officer Certification

Initial Certification: 08/30/2021

Most Recent Certification: 08/24/2022

Certification Expires: 08/24/2023

Records Officer's certification has expired.

Mapleton (Utah)

Mapleton City, 125 W Community Center Way (400 N), Mapleton UT 84664

801-489-5655

Records Officer(s)

Camille Brown

City Recorder

125 West 400 North

Mapleton, UT 84664

E-mail: cbrown@mapleton.org

Description of Role: GRAMA, records management

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 09/29/2021

Certification Expires: 09/29/2022

Records Officer's certification has expired.

Mapleton (Utah). Police Department

305 North Main Street, Mapleton UT 84664

801-489-9668

Records Officer(s)

Camille Brown

City Recorder

125 West 400 North

Mapleton, UT 84664

E-mail: cbrown@mapleton.org

Description of Role: GRAMA, records management



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 09/29/2021

Certification Expires: 09/29/2022

Records Officer's certification has expired.

Lorrie Dibble

Records Officer

E-mail: ldibble@mapleton.org

Records Officer Certification

Initial Certification: 08/18/2022

Most Recent Certification: 08/18/2022

Certification Expires: 08/18/2023

Records Officer's certification has expired.

Marriott-Slaterville (Utah)

1195 West 400 North, 1195 West 400 North, Marriott-Slaterville UT 84404

801 627-1919

Records Officer(s)

Mrs. Dana Spencer

Records Officer

1570 W 400 N

Marriott-Slaterville, UT 84404

E-mail: dana@mscityut.org

Description of Role: GRAMA and records management

Records Officer Certification

Initial Certification: 06/17/2017

Most Recent Certification: 09/19/2022

Certification Expires: 09/19/2023

Records Officer's certification has expired.

Marysvale (Utah)

215 E 100 N, po box 160, Marysvale UT 84750

14356910037

Records Officer(s)

Wendy Steed

Town Clerk

PO Box 160

Marysvale, UT 84750

E-mail: wendystee@gmail.com

Records Officer Certification

Initial Certification: 12/01/2018

Most Recent Certification: 11/23/2022

Certification Expires: 11/23/2023

Records Officer's certification has expired.

Mayfield (Utah)

Mayfield Town Hall, 52 North Main, P.O. Box 541, Mayfield UT 84643

435-528-7031

Records Officer(s)

Mrs. Amanda Lee Bennett

Clerk/Recorder

PO Box 541

52 N Main Street

Mayfield, UT 84643

E-mail: mayfieldtownutah@gmail.com

Description of Role: I am the Mayfield Town Recorder



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 05/04/2016
Most Recent Certification: 09/22/2022
Certification Expires: 09/22/2023
Records Officer's certification has expired.

Meadow (Utah)

PO Box 88, Meadow UT 84644
435 842-7102

Records Officer(s)

Madison Turner

PO BOX 88
Meadow, UT 84644
E-mail: meadowtowncorp@gmail.com

Records Officer Certification

Initial Certification: 08/03/2019
Most Recent Certification: 02/10/2023
Certification Expires: 02/10/2024
Records Officer's certification has expired.

Meadow (Utah). Town Council.

Mendon (Utah)

PO Box 70, 15 North Main, Mendon UT 84325
435 752-2439

Records Officer(s)

Teena Young

Clerk
30 East 100 North
PO Box 70
Mendon, UT 84325
E-mail: cityclerk@mendoncity.org

Records Officer Certification

Initial Certification: 05/25/2016
Most Recent Certification: 10/25/2017
Certification Expires: 10/25/2018
Records Officer's certification has expired.

Paul Cressall

Recorder
30 East 100 North
PO Box 70
Mendon, UT 84325
E-mail: recorder@mendoncity.org

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Midvale (Utah)

7505 S. Holden Street, Midvale UT 84047
801-567-7207

Records Officer(s)



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Ms. Sherrie S Reynolds

Agency Employee
7505 S Holden St
Midvale, UT 84047-7180
E-mail: sreynolds@midvale.com
Description of Role: Admin. Assistant

Records Officer Certification

Initial Certification: 02/16/2023
Most Recent Certification: 02/16/2023
Certification Expires: 02/16/2024

Records Officer's certification has expired.

Rori Andreason

City Recorder, Human Resource Dir.
7505 S. Holden Street
Midvale, UT 84047
E-mail: randreason@midvale.com
Description of Role: All city records, records management/GRAMA compliance

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 09/28/2022
Certification Expires: 09/28/2023

Records Officer's certification has expired.

Shelly Reed

Deputy Recorder
7505 S. Holden Street
Midvale, UT 84047
E-mail: sreed@midvale.com

Records Officer Certification

Initial Certification: 12/28/2018
Most Recent Certification: 07/28/2022
Certification Expires: 07/28/2023

Records Officer's certification has expired.

Midway (Utah)

Midway City Office Building, 75 North 100 West, P.O. Box 277, Midway UT 84049
435 654-3223

Records Officer(s)

Mr. Brad Wilson

City Recorder
75 North 100 West
PO Box 277
Midway, UT 84049-0277
E-mail: bwilson@midwaycityut.org

Records Officer Certification

Initial Certification: 12/29/2014
Most Recent Certification: 09/01/2022
Certification Expires: 09/01/2023

Records Officer's certification has expired.

Milford (Utah)

Milford Government Offices, 26 South 100 West, P.O. Box 69, Milford UT 84751
435-387-2711

Records Officer(s)

Monica Seifers

City Recorder
405 South Main
PO Box 69
Milford, UT 84751
E-mail: mseifers@milford.utah.gov
Description of Role: records management and GRAMA



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 10/22/2013
Most Recent Certification: 01/12/2023
Certification Expires: 01/12/2024
Records Officer's certification has expired.

Millcreek (Utah)

3330 South 1300 East, Millcreek UT 84106
801-214-2700

Records Officer(s)

Mr. Alexander Coco Wendt

Records Officer
3330 S 1300 E
Millcreek, UT 84109
E-mail: awendt@millcreek.us
Description of Role: Deputy City Recorder

Records Officer Certification

Initial Certification: 10/21/2019
Most Recent Certification: 09/15/2022
Certification Expires: 09/15/2023
Records Officer's certification has expired.

Elyse Sullivan

City Recorder
3330 S. 1300 E.
Millcreek, UT 84106
E-mail: esullivan@millcreek.us

Records Officer Certification

Initial Certification: 09/11/2014
Most Recent Certification: 12/16/2022
Certification Expires: 12/16/2023
Records Officer's certification has expired.

Millville (Utah)

510 East 300 South, P.O. Box 308, Millville UT 84326
435-750-0924

Records Officer(s)

Mr. Corey Twedt

Records Officer
181 E 550 N
PO Box 658
Millville, UT 84326-7710
E-mail: ctwedt@gmail.com
Description of Role: Millville City Recorder; need to be certified

Records Officer Certification

Initial Certification: 12/27/2016
Most Recent Certification: 11/21/2022
Certification Expires: 11/21/2023
Records Officer's certification has expired.

Minersville (Utah)

Box 159, 60 West Main, Minersville UT 84752
435-386-2242

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Mrs. Cherie C Wood

Records Officer
60 West Main
PO Box 159
Minersville, UT 84752
E-mail: minersvilletown@yahoo.com

Records Officer Certification

Initial Certification: 03/09/2016
Most Recent Certification: 04/21/2021
Certification Expires: 04/21/2022

Records Officer's certification has expired.

Melissa Marshall

Records Officer
60 West Main
PO Box 159
Minersville, UT 84752
E-mail: minersvilletown@yahoo.com
Description of Role: Over all areas of records

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Moab (Utah)

City Center, 217 East Center, Moab UT 84532
435 259-5121

Records Officer(s)

Ms. Cindy A Montague

Agency Employee
Moab City Police Dept
217 E Center Street
Moab, UT 84532
E-mail: cindy@moabcity.org
Description of Role: Fulfilling GRAMA Request/Admin Asst/Evidence Custodian. Moved to Moab City Planning 9/27.

Records Officer Certification

Initial Certification: 02/11/2021
Most Recent Certification: 10/16/2022
Certification Expires: 10/16/2023

Records Officer's certification has expired.

Sommar Johnson

City Recorder
217 E. Center St.
Moab, UT 84532
E-mail: sjohnson@moabcity.org

Records Officer Certification

Initial Certification: 06/09/2019
Most Recent Certification: 05/20/2022
Certification Expires: 05/20/2023

Records Officer's certification has expired.

Moab (Utah). Police Department

217 E. Center, Moab UT 84532
435-2598938

Records Officer(s)

Ms. Cindy A Montague

Agency Employee
Moab City Police Dept
217 E Center Street
Moab, UT 84532



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

E-mail: cindy@moabcity.org

Description of Role: Fulfilling GRAMA Request/Admin Asst/Evidence Custodian. Moved to Moab City Planning 9/27.

Records Officer Certification

Initial Certification: 02/11/2021

Most Recent Certification: 10/16/2022

Certification Expires: 10/16/2023

Records Officer's certification has expired.

Sommar Johnson

City Recorder

217 E. Center St.

Moab, UT 84532

E-mail: sjohnson@moabcity.org

Records Officer Certification

Initial Certification: 06/09/2019

Most Recent Certification: 05/20/2022

Certification Expires: 05/20/2023

Records Officer's certification has expired.

Mona (Utah)

20 West Center, PO Box 69, Mona UT 84645

435-623-4913

Records Officer(s)

Mrs. Sara Samuelson

Agency Employee

E-mail: sara@monacity.org

Description of Role: Finance Director

Records Officer Certification

Initial Certification: 04/22/2022

Most Recent Certification: 04/22/2022

Certification Expires: 04/22/2023

Records Officer's certification has expired.

Mrs. Alicia Marie Hills

Records Officer

20 West Main Street

Mona, UT 84645

E-mail: alicia.hills@monacity.org

Description of Role: Mona City Deputy Recorder

Records Officer Certification

Initial Certification: 04/25/2022

Most Recent Certification: 04/25/2022

Certification Expires: 04/25/2023

Records Officer's certification has expired.

Monroe (Utah)

Monroe City Hall, 10 North Main, Monroe UT 84754

435 527-4621

Records Officer(s)

Allison Leavitt

Recorder/Records Officer

10 North Main

Monroe, UT 84754

E-mail: allison_monroecity@msn.com

Records Officer Certification

Initial Certification: 12/01/2015

Most Recent Certification: 01/23/2023

Certification Expires: 01/23/2024

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Monticello (Utah)

Box 457, 17 North 100 East, Monticello UT 84535

435 587-2271

Records Officer(s)

Melissa Gill

Records Officer

17 N 100 E

Monticello, UT 84535

E-mail: melissa@monticelloutah.org

Description of Role: Deputy City Recorder.

Records Officer Certification

Initial Certification: 10/07/2021

Most Recent Certification: 10/07/2022

Certification Expires: 10/07/2023

Records Officer's certification has expired.

Shalena Black

Records Officer

17 N 100 East

PO Box 457

Monticello, UT 84535

E-mail: shalena@monticelloutah.org

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 10/20/2020

Most Recent Certification: 10/07/2021

Certification Expires: 10/07/2022

Records Officer's certification has expired.

Morgan (Utah)

90 West Young Street, P.O. Box 1085, Morgan UT 84050

8018293461

Records Officer(s)

Denise Woods

Records Officer

90 West Young Street

Morgan, UT 84050

E-mail: dwoods@morgancityut.org

Description of Role: City Recorder, responsible for all the records for Morgan City, minutes of all Council meetings, and posting public notices, agendas, minutes and packet information, on state website.

Records Officer Certification

Initial Certification: 04/13/2018

Most Recent Certification: 01/12/2023

Certification Expires: 01/12/2024

Records Officer's certification has expired.

Moroni (Utah)

80 South 200 West, P.O. Box 870, Moroni UT 84646

435-436-8359

Records Officer(s)

Carol Haskins

Recorder

Moroni City Hall

80 South 200 West

Moroni, UT 84646

E-mail: chaskins@cut.net



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 09/02/2021

Most Recent Certification: 09/02/2021

Certification Expires: 09/02/2022

Records Officer's certification has expired.

Moroni (Utah). Police Department

80 South 200 West, Moroni UT 84646

435-436-8911

Records Officer(s)

Justin Agard

Chief of Police

PO Box 870

80 South 200 West

Moroni, UT 84646

E-mail: moronycitypolice@gmail.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Mount Pleasant (Utah)

Mount Pleasant, 106 West Main, Mount Pleasant UT 84647

435-462-2456

Records Officer(s)

Jeanne M Tejada

Recorder / Clerk

106 West Main

Mount Pleasant, UT 84647

E-mail: jeanne.tejada@mtpleasantcity.com

Records Officer Certification

Initial Certification: 10/24/2018

Most Recent Certification: 06/02/2022

Certification Expires: 06/02/2023

Records Officer's certification has expired.

Mount Pleasant (Utah). Justice Court

Mount Pleasant (Utah). Police Department

115 W. Main Street, Mount Pleasant UT 84647

435-462-2724

Records Officer(s)

Cari A Bennett

Police Secretary

115 West Main Street

Mount Pleasant, UT 84647

E-mail: cari.bennett@mtpleasantcity.com

Records Officer Certification

Initial Certification: 09/22/2016

Most Recent Certification: 08/17/2022

Certification Expires: 08/17/2023

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Murray (Utah)

5025 South State Street, Murray UT 84107

801 264-2664

Records Officer(s)

Laura Bown

Agency Employee

5025 S. State Street

Murray, UT 84107

E-mail: lbown@murray.utah.gov

Description of Role: Deputy City Recorder assisting with GRAMA requests and other city recorder duties

Records Officer Certification

Initial Certification: 03/30/2021

Most Recent Certification: 03/08/2023

Certification Expires: 03/08/2024

Records Officer's certification has expired.

Calvin Atchley

Records Officer

5025 S State St

Murray, UT 84107

E-mail: catchley@murray.utah.gov

Records Officer Certification

Initial Certification: 05/14/2021

Most Recent Certification: 04/18/2022

Certification Expires: 04/18/2023

Records Officer's certification has expired.

Brooke Smith

5025 South State Street

Murray, UT 84107

E-mail: bsmith@murray.utah.gov

Description of Role: Former Records Officer & Legal Assistant for Legal Council of UTA.

Records Officer Certification

Initial Certification: 03/06/2018

Most Recent Certification: 02/07/2023

Certification Expires: 02/07/2024

Records Officer's certification has expired.

Lauree Roberts

E-mail: lauree3@hotmail.com

Records Officer Certification

Initial Certification: 06/23/2017

Most Recent Certification: 06/23/2017

Certification Expires: 06/23/2018

Records Officer's certification has expired.

Murray (Utah). Diversity and Inclusion Task Force.

Murray (Utah). City Library

166 East 5300 South, Murray UT 84107

801-264-2574

Murray (Utah). Police Department

5025 South State Street, Suite 206, P.O. Box 57520, Murray UT 84107-0520

801-264-2673

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Kristin Reardon

5025 S State St
Murray, UT 84107
E-mail: kreardon@murray.utah.gov

Records Officer Certification

Initial Certification: 06/12/2018
Most Recent Certification: 06/27/2022
Certification Expires: 06/27/2023

Records Officer's certification has expired.

Myton (Utah)

Myton City Hall, 160 East Main, P.O. Box 185, Myton UT 84052
435 722-2711

Records Officer(s)

Carrie Boren

Records Officer
125 East Main Street
PO Box 185
Myton, UT 84052
E-mail: myton@ubtanet.com
Description of Role: Records management and GRAMA

Records Officer Certification

Initial Certification: 01/03/2013
Most Recent Certification: 04/22/2022
Certification Expires: 04/22/2023

Records Officer's certification has expired.

Myton (Utah). Police Department

125 East Main Street, P.O. Box 185, Myton UT 84052
435-722-2711

Records Officer(s)

Carrie Boren

Records Officer
125 East Main Street
PO Box 185
Myton, UT 84052
E-mail: myton@ubtanet.com
Description of Role: Records management and GRAMA

Records Officer Certification

Initial Certification: 01/03/2013
Most Recent Certification: 04/22/2022
Certification Expires: 04/22/2023

Records Officer's certification has expired.

Naples (Utah)

1420 East 2850 South, Naples UT 84078
435 789-9090

Records Officer(s)

Nikki Kay

City Recorder
1420 East 2850 South
Naples, UT 84078
E-mail: nkay@naples.utah.gov
Description of Role: Town records



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 02/14/2013

Most Recent Certification: 08/24/2022

Certification Expires: 08/24/2023

Records Officer's certification has expired.

Kimberly Kay

1420 East 2850 South

Naples, UT 84078

E-mail: kkay@naples.utah.gov

Description of Role: Police Department records

Records Officer Certification

Initial Certification: 02/14/2013

Most Recent Certification: 06/02/2022

Certification Expires: 06/02/2023

Records Officer's certification has expired.

Naples (Utah). Police Department

1420 East 2850 South, Naples UT 84078

435-789-9449

Records Officer(s)

Kimberly Kay

1420 East 2850 South

Naples, UT 84078

E-mail: kkay@naples.utah.gov

Description of Role: Police Department records

Records Officer Certification

Initial Certification: 02/14/2013

Most Recent Certification: 06/02/2022

Certification Expires: 06/02/2023

Records Officer's certification has expired.

Nephi (Utah)

21 East 100 North, Nephi UT 84648

435 623-0822

Records Officer(s)

Lisa E Brough

City Recorder

21 E 100 N

21 E 100 N

Nephi, UT 84648

E-mail: lisabrough@nephi.utah.gov

Records Officer Certification

Initial Certification: 09/17/2016

Most Recent Certification: 04/01/2022

Certification Expires: 04/01/2023

Records Officer's certification has expired.

Nephi (Utah). City Recorder

21 East 100 North, Nephi UT 84648

435 623-5443

Records Officer(s)

Lisa E Brough

City Recorder

21 E 100 N

21 E 100 N

Nephi, UT 84648



Municipality Agency Names

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with Authorized Records Officers

E-mail: lisabrough@nephi.utah.gov

Records Officer Certification

Initial Certification: 09/17/2016

Most Recent Certification: 04/01/2022

Certification Expires: 04/01/2023

Records Officer's certification has expired.

Nephi (Utah). Sexton

Records Officer(s)

Lisa E Brough

City Recorder

21 E 100 N

21 E 100 N

Nephi, UT 84648

E-mail: lisabrough@nephi.utah.gov

Records Officer Certification

Initial Certification: 09/17/2016

Most Recent Certification: 04/01/2022

Certification Expires: 04/01/2023

Records Officer's certification has expired.

Nephi (Utah). Police Department

Nephi Police Department, 42 East 200 North, Nephi UT 84648

435-623-1626

Records Officer(s)

Mrs. Tiffany Lund

Records Officer

42 E. 200 N.

Nephi, UT 84648

E-mail: tklund@nephi.utah.gov

Description of Role: I am the Administrative Assistant with Nephi City Police. Part of my job is records management.

Records Officer Certification

Initial Certification: 06/06/2017

Most Recent Certification: 06/06/2017

Certification Expires: 06/06/2018

Records Officer's certification has expired.

New Harmony (Utah)

P.O. Box 620, 133 East Center, New Harmony UT 84757

435-865-7522

Records Officer(s)

Doneva Hecker

Town Clerk

133 E Center

PO Box 516

New Harmony, UT 84757

E-mail: dthecker@yahoo.com

Records Officer Certification

Initial Certification: 05/06/2013

Most Recent Certification: 04/01/2022

Certification Expires: 04/01/2023

Records Officer's certification has expired.

Newton (Utah)



Municipality Agency Names

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with Authorized Records Officers

Newton Town Hall, 51 South Center, P.O. Box 146, Newton UT 84327
435-563-9283

Records Officer(s)

Karla R Ferguson

Town Clerk
Newton Town Hall
51 S Center
Newton, UT 84327
E-mail: newtontown@comcast.net
Description of Role: Records management and GRAMA

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 11/10/2022
Certification Expires: 11/10/2023

Records Officer's certification has expired.

Nibley (Utah)

Nibley City Hall, 455 West 3200 South, Nibley UT 84321
435-752-0431

Records Officer(s)

Cheryl Bodily

City Recorder
Nibley City Hall
625 West 3200 South
Nibley, UT 84321
E-mail: cheryl@nibleycity.com

Records Officer Certification

Initial Certification: 09/22/2016
Most Recent Certification: 10/24/2022
Certification Expires: 10/24/2023

Records Officer's certification has expired.

North Logan (Utah)

North Logan City Hall, 2076 North 1200 East, North Logan UT 84321
435-752-1310

Records Officer(s)

Scott Bennett

Records Officer
Records Request
2076 N 1200 E
North Logan, UT 84321
E-mail: recordrequest@northlogancity.org
Description of Role: City Recorder, City Auditor, City Records Officer, City Election Officer

Records Officer Certification

Initial Certification: 11/17/2016
Most Recent Certification: 05/17/2022
Certification Expires: 05/17/2023

Records Officer's certification has expired.

North Ogden (Utah)

Municipal Bldg., 505 East 2600 North, North Ogden UT 84414
801-782-7211

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Joyce Pierson

Agency Employee
505 East 2600 North
North Ogden, UT 84414
E-mail: jpierson@nogden.org
Description of Role: I am the Deputy City Recorder at North Ogden City, involved in keeping records and minutes

Records Officer Certification

Initial Certification: 08/18/2021
Most Recent Certification: 08/17/2022
Certification Expires: 08/17/2023
Records Officer's certification has expired.

Susan Nance

City Recorder
505 East 2600 North
North Ogden, UT 84414
E-mail: snance@nogden.org

Records Officer Certification

Initial Certification: 10/13/2017
Most Recent Certification: 10/03/2022
Certification Expires: 10/03/2023
Records Officer's certification has expired.

North Ogden (Utah). Justice Court

Records Officer(s)

Joyce Pierson

Agency Employee
505 East 2600 North
North Ogden, UT 84414
E-mail: jpierson@nogden.org
Description of Role: I am the Deputy City Recorder at North Ogden City, involved in keeping records and minutes

Records Officer Certification

Initial Certification: 08/18/2021
Most Recent Certification: 08/17/2022
Certification Expires: 08/17/2023
Records Officer's certification has expired.

North Ogden (Utah). Police Department

515 East 2600 North, North Ogden UT 84414
801-782-7219

Records Officer(s)

Lorrie Frazier

Police Department Office Manager
515 East 2600 North
North Ogden, UT 84414
E-mail: lfrazier@nogden.org
Description of Role: All police department records and GRAMA

Records Officer Certification

Initial Certification: 05/31/2013
Most Recent Certification: 01/14/2022
Certification Expires: 01/14/2023
Records Officer's certification has expired.

Joyce Pierson

Agency Employee
505 East 2600 North
North Ogden, UT 84414
E-mail: jpierson@nogden.org
Description of Role: I am the Deputy City Recorder at North Ogden City, involved in keeping records and minutes



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 08/18/2021

Most Recent Certification: 08/17/2022

Certification Expires: 08/17/2023

Records Officer's certification has expired.

Oak City (Utah)

Town of Oak City, 30 West Center, P.O. Box 217, Oak City UT 84649
435-846-2707

Records Officer(s)

Karen Lovell

Town Clerk
Town of Oak City
30 West Center
Oak City, UT 84649
E-mail: karen158@hotmail.com

Records Officer Certification

Initial Certification: 02/06/2013

Most Recent Certification: 06/28/2021

Certification Expires: 06/28/2022

Records Officer's certification has expired.

DeAnn Steele

Treasurer
Town of Oak City
160 North 250 East
Oak City, UT 84649
E-mail: oakcitytown@hotmail.com

Records Officer Certification

Initial Certification: 06/25/2013

Most Recent Certification: 11/02/2021

Certification Expires: 11/02/2022

Records Officer's certification has expired.

Oakley (Utah)

Box 129, 960 West Center Street, Oakley UT 84055
435-783-5734

Records Officer(s)

Konni Thompson

City Recorder
Oakley City Hall
960 W Center Street
Oakley, UT 84055
E-mail: konnit@allwest.net

Records Officer Certification

Initial Certification: 09/13/2013

Most Recent Certification: 10/19/2017

Certification Expires: 10/19/2018

Records Officer's certification has expired.

Tami Stevenson

City Treasurer
Oakley City Hall
960 W. Center Street
Oakley, UT 84055
E-mail: oakley@allwest.net

Records Officer Certification

Initial Certification: 09/13/2013

Most Recent Certification: 10/19/2017

Certification Expires: 10/19/2018

Records Officer's certification has expired.



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with Authorized Records Officers

Amy Rydalch

Records Officer
960 West Center Street
PO Box 129
Oakley, UT 84055
E-mail: amy@oakleycity.com
Description of Role: City Recorder and Financial Director

Records Officer Certification

Initial Certification: 04/04/2023
Most Recent Certification: 04/04/2023
Certification Expires: 04/04/2024

Records Officer's certification has expired.

Ogden (Utah)

2549 Washington Blvd., Ogden UT 84401
801-629-8000

Records Officer(s)

Tracy Hansen

City Recorder
2549 Washington Blvd, Suite #210
Ogden, UT 84401
E-mail: tracyhansen@ogdencity.com

Records Officer Certification

Initial Certification: 09/12/2012
Most Recent Certification: 10/28/2022
Certification Expires: 10/28/2023

Records Officer's certification has expired.

Ogden (Utah). City Auditor

2549 Washington Blvd., Ogden UT 84401
801-629-8000

Records Officer(s)

Tracy Hansen

City Recorder
2549 Washington Blvd, Suite #210
Ogden, UT 84401
E-mail: tracyhansen@ogdencity.com

Records Officer Certification

Initial Certification: 09/12/2012
Most Recent Certification: 10/28/2022
Certification Expires: 10/28/2023

Records Officer's certification has expired.

Ogden (Utah). Cemetery Superintendent

Ogden (Utah). City Council

2549 Washington Blvd., Ogden UT 84401
801-629-8000

Records Officer(s)

Tracy Hansen

City Recorder
2549 Washington Blvd, Suite #210
Ogden, UT 84401
E-mail: tracyhansen@ogdencity.com



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 09/12/2012
Most Recent Certification: 10/28/2022
Certification Expires: 10/28/2023
Records Officer's certification has expired.

Ogden (Utah). Community Development

2549 Washington Blvd., Suite 120, Ogden UT 84401

Records Officer(s)

Tracy Hansen

City Recorder
2549 Washington Blvd, Suite #210
Ogden, UT 84401
E-mail: tracyhansen@ogdencity.com

Records Officer Certification

Initial Certification: 09/12/2012
Most Recent Certification: 10/28/2022
Certification Expires: 10/28/2023
Records Officer's certification has expired.

Ogden (Utah). Community Development. Building Inspection

2549 Washington Blvd., Suite 120, Ogden UT 84401

801-629-8960

Records Officer(s)

Tracy Hansen

City Recorder
2549 Washington Blvd, Suite #210
Ogden, UT 84401
E-mail: tracyhansen@ogdencity.com

Records Officer Certification

Initial Certification: 09/12/2012
Most Recent Certification: 10/28/2022
Certification Expires: 10/28/2023
Records Officer's certification has expired.

Ogden (Utah). Court

2549 Washington Blvd., Ogden UT 84401

(801)629-8000

Records Officer(s)

Tracy Hansen

City Recorder
2549 Washington Blvd, Suite #210
Ogden, UT 84401
E-mail: tracyhansen@ogdencity.com

Records Officer Certification

Initial Certification: 09/12/2012
Most Recent Certification: 10/28/2022
Certification Expires: 10/28/2023
Records Officer's certification has expired.

Ogden (Utah). City Engineer

2549 Washington Blvd., Ogden UT 84401

801-629-8000

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Tracy Hansen

City Recorder
2549 Washington Blvd, Suite #210
Ogden, UT 84401
E-mail: tracyhansen@ogdencity.com

Records Officer Certification

Initial Certification: 09/12/2012
Most Recent Certification: 10/28/2022
Certification Expires: 10/28/2023
Records Officer's certification has expired.

Ogden (Utah). Fire Department

2186 Lincoln Avenue, Ogden UT 84401
801-395-8221

Records Officer(s)

Tracy Hansen

City Recorder
2549 Washington Blvd, Suite #210
Ogden, UT 84401
E-mail: tracyhansen@ogdencity.com

Records Officer Certification

Initial Certification: 09/12/2012
Most Recent Certification: 10/28/2022
Certification Expires: 10/28/2023
Records Officer's certification has expired.

Ogden (Utah). Department of Management Services

2549 Washington Blvd., Ogden UT 84401
801 629-8154

Ogden (Utah). City Recorder

2549 Washington Blvd., #210, Ogden UT 84401
801-629-8150

Records Officer(s)

Tracy Hansen

City Recorder
2549 Washington Blvd, Suite #210
Ogden, UT 84401
E-mail: tracyhansen@ogdencity.com

Records Officer Certification

Initial Certification: 09/12/2012
Most Recent Certification: 10/28/2022
Certification Expires: 10/28/2023
Records Officer's certification has expired.

Ogden (Utah). Human Resources Department

2484 Washington Blvd., Ogden UT 84401-3219

Ogden (Utah). Mayor

2549 Washington Boulevard, Ogden UT 84401
801-629-8000

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Tracy Hansen

City Recorder
2549 Washington Blvd, Suite #210
Ogden, UT 84401
E-mail: tracyhansen@ogdencity.com

Records Officer Certification

Initial Certification: 09/12/2012
Most Recent Certification: 10/28/2022
Certification Expires: 10/28/2023
Records Officer's certification has expired.

Ogden (Utah). City Attorney

2549 Washington BLVD #840, Ogden UT 84414

Ogden (Utah). Ogden Police Department

2186 Lincoln Avenue, Ogden UT 84401

Records Officer(s)

Ms. Angie Turner

Records Officer
2186 Lincoln Ave
Ogden, UT 84401
E-mail: angieturner@ogdencity.com
Description of Role: Police Records Supervisor

Records Officer Certification

Initial Certification: 03/15/2019
Most Recent Certification: 11/28/2022
Certification Expires: 11/28/2023
Records Officer's certification has expired.

Ogden (Utah). City Treasurer

2549 Washington Blvd., Ogden UT 84401
801-629-8000

Records Officer(s)

Tracy Hansen

City Recorder
2549 Washington Blvd, Suite #210
Ogden, UT 84401
E-mail: tracyhansen@ogdencity.com

Records Officer Certification

Initial Certification: 09/12/2012
Most Recent Certification: 10/28/2022
Certification Expires: 10/28/2023
Records Officer's certification has expired.

Ophir (Utah)

P.O. Box 329, Stockton UT 84071
435 882-1749

Records Officer(s)

Julie Shubert

Town Clerk
HC 70 Box 329
Ophir, UT 84071
E-mail: jshubert1@yahoo.com



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 01/22/2013

Most Recent Certification: 02/04/2015

Certification Expires: 02/04/2016

Records Officer's certification has expired.

Orangeville (Utah)

25 North Main, P.O. Box 677, Orangeville UT 84537

435-748-2651

Records Officer(s)

Tasha Jewkes

Records Officer

25 North Main Street

PO Box 677

Orangeville, UT 84537

E-mail: recorder@orangevillecity.org

Description of Role: I am the City Recorder

Records Officer Certification

Initial Certification: 08/01/2019

Most Recent Certification: 08/01/2019

Certification Expires: 08/01/2020

Records Officer's certification has expired.

Orderville (Utah)

PO Box 165, 425 East State Street, Orderville UT 84758

435-648-2534

Records Officer(s)

Carol Lamb

Town Clerk

PO Box 165

Orderville, UT 84758

E-mail: townno@color-country.net

Description of Role: All city records and GRAMA

Records Officer Certification

Initial Certification: 04/19/2016

Most Recent Certification: 06/27/2022

Certification Expires: 06/27/2023

Records Officer's certification has expired.

Orem (Utah)

56 North State Street, Orem UT 84057

801-229-7035

Records Officer(s)

Jody Bates

56 North State Street

E-mail: jbates@orem.org

Records Officer Certification

Initial Certification: 10/11/2018

Most Recent Certification: 11/21/2022

Certification Expires: 11/21/2023

Records Officer's certification has expired.

Kim Hicken

95 East Center St

Orem, UT 84057

E-mail: kghicken@orem.org



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Orem (Utah). City Council

56 N. State Street, Orem UT 84057

Records Officer(s)

Jody Bates

56 North State Street

E-mail: jbates@orem.org

Records Officer Certification

Initial Certification: 10/11/2018

Most Recent Certification: 11/21/2022

Certification Expires: 11/21/2023

Records Officer's certification has expired.

Orem (Utah). City Manager

56 N. State Street, Orem UT 84057

Records Officer(s)

Jody Bates

56 North State Street

E-mail: jbates@orem.org

Records Officer Certification

Initial Certification: 10/11/2018

Most Recent Certification: 11/21/2022

Certification Expires: 11/21/2023

Records Officer's certification has expired.

Orem (Utah). Administrative Services

56 North State Street, Orem UT 84057

801-224-7074

Records Officer(s)

Jody Bates

56 North State Street

E-mail: jbates@orem.org

Records Officer Certification

Initial Certification: 10/11/2018

Most Recent Certification: 11/21/2022

Certification Expires: 11/21/2023

Records Officer's certification has expired.

Orem (Utah). Development Services

56 N. State Street, Orem UT 84057

Records Officer(s)

Jody Bates

56 North State Street

E-mail: jbates@orem.org

Records Officer Certification

Initial Certification: 10/11/2018

Most Recent Certification: 11/21/2022

Certification Expires: 11/21/2023

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Orem (Utah). Legal Services

56 N. State Street, Orem UT 84057

Records Officer(s)

Jody Bates

56 North State Street

E-mail: jbates@orem.org

Records Officer Certification

Initial Certification: 10/11/2018

Most Recent Certification: 11/21/2022

Certification Expires: 11/21/2023

Records Officer's certification has expired.

Orem (Utah). Library

56 N. State Street, Orem UT 84057

Records Officer(s)

Jody Bates

56 North State Street

E-mail: jbates@orem.org

Records Officer Certification

Initial Certification: 10/11/2018

Most Recent Certification: 11/21/2022

Certification Expires: 11/21/2023

Records Officer's certification has expired.

Orem (Utah). Public Works

1450 West 550 North, Orem UT 84057

Records Officer(s)

Jody Bates

56 North State Street

E-mail: jbates@orem.org

Records Officer Certification

Initial Certification: 10/11/2018

Most Recent Certification: 11/21/2022

Certification Expires: 11/21/2023

Records Officer's certification has expired.

Orem (Utah). Recreation Department

Records Officer(s)

Jody Bates

56 North State Street

E-mail: jbates@orem.org

Records Officer Certification

Initial Certification: 10/11/2018

Most Recent Certification: 11/21/2022

Certification Expires: 11/21/2023

Records Officer's certification has expired.

Orem (Utah). Fire Department

95 E Center St, Orem UT 84097

801-229-7021

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Anna Crutchfield

E-mail: acrutchfield@orem.org

Records Officer Certification

Initial Certification: 08/30/2021

Most Recent Certification: 08/30/2021

Certification Expires: 08/30/2022

Records Officer's certification has expired.

Hilary Kline

95 East Center Street

Orem, UT 84057

E-mail: hakline@orem.org

Records Officer Certification

Initial Certification: 02/15/2021

Most Recent Certification: 11/22/2022

Certification Expires: 11/22/2023

Records Officer's certification has expired.

Elizabeth Armstrong

Agency Employee

1039 N 120 W

Mapleton, UT 84664

E-mail: Lizzie1313@gmail.com

Description of Role: I help with EMS and Fire records. I am the official EMS and Fire records keeper for the city

Records Officer Certification

Initial Certification: 11/29/2022

Most Recent Certification: 11/29/2022

Certification Expires: 11/29/2023

Records Officer's certification has expired.

Municipal Building Authority of Orem (Utah)

56 North State Street, Orem UT 84057

801-224-7000

Records Officer(s)

Jody Bates

56 North State Street

E-mail: jbates@orem.org

Records Officer Certification

Initial Certification: 10/11/2018

Most Recent Certification: 11/21/2022

Certification Expires: 11/21/2023

Records Officer's certification has expired.

Orem (Utah). Police Department

95 E Center Street, Orem UT 84057

801-229-7070

Records Officer(s)

Kim Hicken

95 East Center St

Orem, UT 84057

E-mail: kghicken@orem.org

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Rebecca Sambrano

Records Officer

E-mail: rcsambrano@orem.org

Description of Role: Records Supervisor for OremPD



Municipality Agency Names

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Records Officer Certification

Initial Certification: 10/22/2019

Most Recent Certification: 02/10/2023

Certification Expires: 02/10/2024

Records Officer's certification has expired.

Panguitch (Utah)

PO Box 75, 25 South 200 East, Panguitch UT 84759

435-676-8585

Records Officer(s)

Carla Farnsworth

Treasurer

PO Box 75

25 South 200 East

Panguitch, UT 84759

E-mail: carla.farnsworth@panguitch.com

Records Officer Certification

Initial Certification: 10/15/2013

Most Recent Certification: 09/19/2022

Certification Expires: 09/19/2023

Records Officer's certification has expired.

Mrs. Tyrissa Partridge Howell

Records Officer

Panguitch City

25 South 200 East

PO Box 75

Panguitch, UT 84759-0075

E-mail: tyrissa.howell@panguitchcity.com

Description of Role: City Recorder/Clerk

Records Officer Certification

Initial Certification: 12/04/2014

Most Recent Certification: 07/09/2021

Certification Expires: 07/09/2022

Records Officer's certification has expired.

Paradise (Utah)

PO Box 286, 9035 South 100 West, Paradise UT 84328

435 245-6737

Records Officer(s)

Alyssa Petersen

Records Officer

9035 S. 100 W.

Paradise, UT 84328

E-mail: clerk@paradise.utah.gov

Records Officer Certification

Initial Certification: 09/06/2017

Most Recent Certification: 03/30/2022

Certification Expires: 03/30/2023

Records Officer's certification has expired.

Alyssa Petersen

Clerk

Paradise Town Hall

PO Box 197

Paradise, UT 84328

Description of Role: Records Officer and GRAMA responder

Records Officer Certification

Initial Certification: 02/12/2014

Most Recent Certification: 07/18/2016

Certification Expires: 07/18/2017

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Paragonah (Utah)

Town Hall, 44 North 100 West, P.O. Box 600247, Paragonah UT 84760
435-477-8979

Records Officer(s)

Jayne Stones

Town Clerk

44 N 100 W

PO Box 600247

Paragonah, UT 84760

E-mail: paragonahtown@qwestoffice.net

Description of Role: Town Clerk - Records management, minutes, ordinances, resolutions, all records. Classifying records, purging files. All clerical duties/accounting/billing, etc.

Records Officer Certification

Initial Certification: 03/27/2014

Most Recent Certification: 03/26/2019

Certification Expires: 03/26/2020

Records Officer's certification has expired.

Park City (Utah)

Marsac Municipal Bldg, P.O. Box 1480, Park City UT 84060
435-615-5000

Records Officer(s)

Ms. Michelle Kellogg

City Recorder

445 Marsac Ave.

Park City, UT 84060

E-mail: michelle.kellogg@parkcity.org

Description of Role: City Recorder, Records Officer, GRAMA

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 02/08/2023

Certification Expires: 02/08/2024

Records Officer's certification has expired.

Shauna Stokes

E-mail: stokes@parkcity.org

Records Officer Certification

Initial Certification: 03/28/2018

Most Recent Certification: 03/28/2018

Certification Expires: 03/28/2019

Records Officer's certification has expired.

Park City (Utah). City Council

PO Box 1480, 445 Marsac Ave, Park City UT 84060
435 615-5000

Park City (Utah). Mayor

PO Box 1480, 445 Marsac Ave, Park City UT 84060
435 615-5000

Park City (Utah). City Attorney



Municipality Agency Names

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PO Box 1480, 445 Marsac Ave, Park City UT 84060
435 615-5000

Park City (Utah). City Manager

PO Box 1480, 445 Marsac Avenue, Park City UT 84060
435 615-5000

Park City (Utah). Administrative Services

PO Box 1480, 445 Marsac Ave, Park City UT 84060
435 615-5000

Park City (Utah). Budget, Debt, and Grants

PO Box 1480, 445 Marsac Ave, Park City UT 84060
435 615-5000

Park City (Utah). Community Engagement

PO Box 1480, 445 Marsac Ave, Park City UT 84060
435 615-5000

Park City (Utah). Municipal Athletic Recreation Center (MARC) and Recreation

PO Box 1480, 445 Marsac Ave, Park City UT 84060
435 615-5000

Park City (Utah). Leisure Services. Library

Park City (Utah). Planning

PO Box 1480, 445 Marsac Ave, Park City UT 84060
435 615-5000

Park City (Utah). Public Works

1053 Iron Horse Drive, Park City UT 84060
435 615-5000

Records Officer(s)

Loretta Lynn Haslock

Records Officer
1053 Iron Horse Dr
PO Box 1480
Park City, UT 84060
E-mail: lhaslock@parkcity.org

Records Officer Certification

Initial Certification: 01/14/2015
Most Recent Certification: 03/23/2018
Certification Expires: 03/23/2019

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Park City (Utah). City Recorder

PO Box 1480, 445 Marsac Ave, Park City UT 84060

435 615-5000

Records Officer(s)

Ms. Michelle Kellogg

City Recorder

445 Marsac Ave.

Park City, UT 84060

E-mail: michelle.kellogg@parkcity.org

Description of Role: City Recorder, Records Officer, GRAMA

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 02/08/2023

Certification Expires: 02/08/2024

Records Officer's certification has expired.

Park City (Utah). Public Safety

2060 Park Avenue, PO Box 1480, Park City UT 84060

435-615-5505

Records Officer(s)

Kay Stenson

Agency Employee

2060 Park Ave

P.O. Box 1480

Park City, UT 84060

E-mail: kay.stenson@parkcity.org

Description of Role: Park City Police Department's Records Clerk.

Records Officer Certification

Initial Certification: 06/19/2015

Most Recent Certification: 12/06/2021

Certification Expires: 12/06/2022

Records Officer's certification has expired.

Wendy Blake

Records Officer

2060 Park Avenue

Park City, UT 84060

E-mail: wendy.blake@parkcity.org

Description of Role: As a Records Clerk for the Park City Police Department, I handle GRAMA requests as well as maintaining all paper records.

Records Officer Certification

Initial Certification: 09/19/2019

Most Recent Certification: 01/09/2020

Certification Expires: 01/09/2021

Records Officer's certification has expired.

Parowan (Utah)

Parowan City Hall, 35 East 100 North; PO Box 576, Parowan UT 84761

435-477-3331

Records Officer(s)

Callie Bassett

City Recorder

Parowan City Offices

35 East 100 North

PO Box 576

Parowan, UT 84761

E-mail: callie@parowan.org



Municipality Agency Names

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Description of Role: All city records

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 03/01/2023

Certification Expires: 03/01/2024

Records Officer's certification has expired.

Parowan (Utah). Police Department

5 South Main Street, Parowan UT 84761

435-477-3331

Records Officer(s)

Mrs. Judy Schiers

Agency Employee

Parowan City Hall

35 East 100 North

Parowan, UT 84761

E-mail: judy@parowan.org

Description of Role: I am in charge of records for the police department in our City of Parowan.

Records Officer Certification

Initial Certification: 01/22/2015

Most Recent Certification: 06/02/2022

Certification Expires: 06/02/2023

Records Officer's certification has expired.

Nicole Hynson

Parowan Police Records

35 East 100 South

Po Box 340

Parowan, UT 84761

E-mail: nicole@parowanpd.org

Records Officer Certification

Initial Certification: 09/06/2019

Most Recent Certification: 09/01/2021

Certification Expires: 09/01/2022

Records Officer's certification has expired.

Payson (Utah)

439 West Utah Avenue, Payson UT 84651

801 465-5200

Records Officer(s)

Mrs. Kim E. Holindrake

City Recorder

439 W Utah Ave

Payson, UT 84651

E-mail: kimh@payson.org

Description of Role: Deputy City Recorder for Payson City

Records Officer Certification

Initial Certification: 03/06/2017

Most Recent Certification: 05/01/2021

Certification Expires: 05/01/2022

Records Officer's certification has expired.

Payson (Utah). Police Department

405 West Utah Avenue, Payson UT 84651

801-465-5240

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Lynette Mortensen

Executive Assistant
405 West Utah Avenue
Payson, UT 84651
E-mail: lynnettem@payson.org

Records Officer Certification

Initial Certification: 05/06/2016
Most Recent Certification: 08/23/2022
Certification Expires: 08/23/2023

Records Officer's certification has expired.

Perry (Utah)

3005 South 1200 West, Perry UT 84302
435 723-6461

Records Officer(s)

Mrs. Shanna S. Johnson

Records Officer
1950 S Highway 89, Ste. A
Perry, UT 84302
E-mail: shanna.johnson@perrycity.org

Description of Role: I am the Chief Deputy Recorder. Susan Obray is our Recorder and we both are records officers for our City.

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 02/03/2022
Certification Expires: 02/03/2023

Records Officer's certification has expired.

Tyra Bischoff

3005 South 1200 West
Perry, UT 84302
E-mail: tyra.bischoff@perrycity.org

Records Officer Certification

Initial Certification: 01/06/2021
Most Recent Certification: 01/05/2022
Certification Expires: 01/05/2023

Records Officer's certification has expired.

Perry (Utah). Police Department

Perry City, 3005 S. 1200 W., Perry UT 84302
435-723-6461

Records Officer(s)

Brittney Rawson

Agency Employee
3005 Perry St.
Perry, UT 84302
E-mail: brawson@perrycity.org
Description of Role: Police Records Clerk

Records Officer Certification

Initial Certification: 12/09/2021
Most Recent Certification: 01/09/2023
Certification Expires: 01/09/2024

Records Officer's certification has expired.

Plain City (Utah)

4160 West 2200 North, Plain City UT 84404
801 731-4908

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Diane Hirschi

4160 W 2200 N

Plain City, UT 84404

E-mail: dianeh@plaincityutah.org

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 08/31/2022

Certification Expires: 08/31/2023

Records Officer's certification has expired.

Plain City (Utah). Cemetery Superintendent

4160 West 2200 North, Plain City UT 84404

801-731-4908

Pleasant Grove (Utah)

City Hall, 70 South 100 East, Pleasant Grove UT 84062

801-785-5045

Records Officer(s)

Kathy T Kresser

City Recorder

Pleasant Grove

70 South 100 East

Pleasant Grove, UT 84062

E-mail: kkresser@pgcity.org

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 12/15/2021

Certification Expires: 12/15/2022

Records Officer's certification has expired.

Mary Ann Bullock

87 E 100 S

Pleasant Grove, UT 84062

E-mail: maryann@pg911.org

Description of Role: GRAMA requests for police department

Records Officer Certification

Initial Certification: 01/10/2013

Most Recent Certification: 02/24/2015

Certification Expires: 02/24/2016

Records Officer's certification has expired.

Barbara Johnson

86 E 100 S

Pleasant Grove, UT 84062

E-mail: bjohnson@pgcity.org

Description of Role: GRAMA requests for community development

Records Officer Certification

Initial Certification: 08/22/2020

Most Recent Certification: 11/30/2022

Certification Expires: 11/30/2023

Records Officer's certification has expired.

Pleasant Grove (Utah). Police Department

Pleasant Grove Police Department, 87 East 100 South, Pleasant Grove UT 84062

801-785-3506

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Kathy T Kresser

City Recorder
Pleasant Grove
70 South 100 East
Pleasant Grove, UT 84062
E-mail: kkresser@pgcity.org

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 12/15/2021
Certification Expires: 12/15/2022

Records Officer's certification has expired.

Ms. Rachel Gale Turner

Agency Employee
1325 Trinnaman Lane
Lehi, UT 84043

E-mail: rturner@pgcity.org

Description of Role: I am with Pleasant Grove Police Department classified as "Police Services" Fulfilling GRAMA requests is part of my duties.

Records Officer Certification

Initial Certification: 03/15/2016
Most Recent Certification: 03/15/2016
Certification Expires: 03/15/2017

Records Officer's certification has expired.

Pleasant View (Utah)

520 West Elberta Drive, Ogden UT 84414

801 782-8529

Records Officer(s)

Amanda McDonald

Records Officer
520 W. Elberta Dr.
Pleasant View, UT 84414
E-mail: amcdonald@pleasantviewcity.com
Description of Role: I am the Court Administrator.

Records Officer Certification

Initial Certification: 08/29/2017
Most Recent Certification: 11/10/2022
Certification Expires: 11/10/2023

Records Officer's certification has expired.

Laurie Hellstrom

520 W Elberta Drive
Pleasant View, UT 84414
E-mail: lhellstrom@pleasantviewcity.com

Records Officer Certification

Initial Certification: 06/10/2016
Most Recent Certification: 06/26/2022
Certification Expires: 06/26/2023

Records Officer's certification has expired.

Marcie Stromberg

Agency Employee
520 W Elberta Drive
Pleasant View, UT 84414
E-mail: mstromberg@pleasantviewcity.com
Description of Role: Administrative Assistant

Records Officer Certification

Initial Certification: 07/05/2017
Most Recent Certification: 09/28/2022
Certification Expires: 09/28/2023

Records Officer's certification has expired.

Pleasant View (Utah). Police Department



Municipality Agency Names

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with Authorized Records Officers

520 West Elberta Drive, Pleasant View UT 84414
801-782-6736

Records Officer(s)

Marcie Stromberg

Agency Employee
520 W Elberta Drive
Pleasant View, UT 84414
E-mail: mstromberg@pleasantviewcity.com
Description of Role: Administrative Assistant

Records Officer Certification

Initial Certification: 07/05/2017
Most Recent Certification: 09/28/2022
Certification Expires: 09/28/2023

Records Officer's certification has expired.

Plymouth (Utah)

PO Box 130, 20120 North 5200 West, Plymouth UT 84330
435-458-3646

Records Officer(s)

Paige Thompson

Recorder/Clerk
PO Box 130
20120 North 5200 West
Plymouth, UT 84330
E-mail: paiget111@yahoo.com

Records Officer Certification

Initial Certification: 02/17/2014
Most Recent Certification: 02/22/2019
Certification Expires: 02/22/2020

Records Officer's certification has expired.

Cheryl Jensen

Records Officer
20120 N 5200 W
PO BOX 130
Plymouth, UT 84330
E-mail: plymouthtown@outlook.com
Description of Role: Manage financial and reporting records for Plymouth Town.

Records Officer Certification

Initial Certification: 06/19/2019
Most Recent Certification: 02/20/2023
Certification Expires: 02/20/2024

Records Officer's certification has expired.

Sharon B Hess

Town Treasurer
PO Box 130
20120 North 5200 West
Plymouth, UT 84330
E-mail: sb8hess@digis.net
Description of Role: Treasurer/Office Manager

Records Officer Certification

Initial Certification: 03/19/2013
Most Recent Certification: 03/29/2016
Certification Expires: 03/29/2017

Records Officer's certification has expired.

Portage (Utah)

Portage Town Hall, 25880 North 9000 West, P.O. Box 4, Portage UT 84331
435 866-2108



Municipality Agency Names

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with Authorized Records Officers

Records Officer(s)

Kori Williams

Records Officer
PO Box 4
25880 N 9000 W
Portage, UT 84331
E-mail: portagetown@citlink.net
Description of Role: Town Clerk/Recorder

Records Officer Certification

Initial Certification: 01/24/2014
Most Recent Certification: 02/26/2021
Certification Expires: 02/26/2022

Records Officer's certification has expired.

Nicolas Tree

Mayor
25880 N 9000 W
PO Box 4
Portage, UT 84331
E-mail: portagetown@citlink.net

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Katherine Munns

Agency Employee
25880 N 9000 W
PORTAGE, UT 84331
E-mail: portagetown@citlink.net
Description of Role: Portage Town Clerk/Recorder

Records Officer Certification

Initial Certification: 03/12/2019
Most Recent Certification: 03/12/2019
Certification Expires: 03/12/2020

Records Officer's certification has expired.

Porterville (Utah)

Price (Utah)

Price City Hall, 185 East Main; PO Box 893, Price UT 84501
435-637-5010

Records Officer(s)

Tina Rowley

Agency Employee
159 East Main Street
Price, UT 84501
E-mail: tinar@priceutah.net
Description of Role: Price City Library Coordinator

Records Officer Certification

Initial Certification: 09/17/2019
Most Recent Certification: 09/26/2022
Certification Expires: 09/26/2023

Records Officer's certification has expired.

Sherrie Gordon

City Recorder
185 East Main Street
Price, UT 84501
E-mail: sherrieg@priceutah.net



Municipality Agency Names

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Records Officer Certification

Initial Certification: 02/13/2019
Most Recent Certification: 01/20/2022
Certification Expires: 01/20/2023
Records Officer's certification has expired.

Jaci Adams

185 East Main Street
Price, UT 84501
E-mail: jacia@priceutah.net

Records Officer Certification

Initial Certification: 06/16/2022
Most Recent Certification: 06/16/2022
Certification Expires: 06/16/2023
Records Officer's certification has expired.

Price (Utah). Sexton

Price (Utah). Police Department

910 North 700 East, Price UT 84501
4356363190

Records Officer(s)

Sky Jensen

Agency Employee
910 North 700 East
Price, UT 84501
E-mail: skyj@priceutah.net
Description of Role: I am the replacement for the Price City Police Department's Records Officer

Records Officer Certification

Initial Certification: 11/16/2020
Most Recent Certification: 01/19/2023
Certification Expires: 01/19/2024
Records Officer's certification has expired.

Providence (Utah)

Providence City Office Building, 164 North Gateway Drive, Providence UT 84332
435-752-9441

Records Officer(s)

Skarlet Bankhead

Providence City Office Building
164 Gateway Drive
Providence, UT 84332
E-mail: sbankhead@providence.utah.gov
Description of Role: Records management and GRAMA

Records Officer Certification

Initial Certification: 12/04/2013
Most Recent Certification: 12/20/2020
Certification Expires: 12/20/2021
Records Officer's certification has expired.

Tyler Cameron

City Recorder
164 Gateway Drive
Providence, UT 84332
E-mail: tcameron@providence.utah.gov

Records Officer Certification

Initial Certification: 04/15/2021
Most Recent Certification: 08/01/2022
Certification Expires: 08/01/2023
Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Provo (Utah)

351 West Center Street, Provo UT 84603
801-852-6000

Records Officer(s)

Mrs. Heidi Allman

Agency Employee
445 W Center St
Provo, UT 84601
E-mail: hallman@provo.org

Records Officer Certification

Initial Certification: 06/24/2020
Most Recent Certification: 07/07/2022
Certification Expires: 07/07/2023

Records Officer's certification has expired.

Amanda Ercanbrack

Records Officer
351 West Center Street
PO Box 1849
Provo, UT 84602
E-mail: aercanbrack@provo.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 07/14/2017
Most Recent Certification: 12/09/2020
Certification Expires: 12/09/2021

Records Officer's certification has expired.

Provo (Utah). City Recorder.

351 W Center St, Provo UT 84601
801-852-6524

Provo (Utah). Elected Officials Compensation Commission.

Provo (Utah). City Council

445 W Center St, Provo UT 84601
801-852-6524

Records Officer(s)

Amanda Ercanbrack

Records Officer
351 West Center Street
PO Box 1849
Provo, UT 84602
E-mail: aercanbrack@provo.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 07/14/2017
Most Recent Certification: 12/09/2020
Certification Expires: 12/09/2021

Records Officer's certification has expired.

Mrs. Heidi Allman

Agency Employee
445 W Center St
Provo, UT 84601
E-mail: hallman@provo.org



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 06/24/2020

Most Recent Certification: 07/07/2022

Certification Expires: 07/07/2023

Records Officer's certification has expired.

Provo (Utah). Mayor

351 West Center Street, Provo UT 84601

Records Officer(s)

Amanda Ercanbrack

Records Officer

351 West Center Street

PO Box 1849

Provo, UT 84602

E-mail: aercanbrack@provo.org

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 07/14/2017

Most Recent Certification: 12/09/2020

Certification Expires: 12/09/2021

Records Officer's certification has expired.

Provo (Utah). City Library

PO Box 1849, 351 W Center, Provo UT 84603

801 852-6100

Records Officer(s)

Ms. Cindy Roe

Agency Employee

550 North University Ave

Provo, UT 84601

E-mail: cindyr@provolibrary.org

Description of Role: Executive Assistant of Provo City Library

Records Officer Certification

Initial Certification: 10/12/2020

Most Recent Certification: 10/12/2020

Certification Expires: 10/12/2021

Records Officer's certification has expired.

Amanda Ercanbrack

Records Officer

351 West Center Street

PO Box 1849

Provo, UT 84602

E-mail: aercanbrack@provo.org

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 07/14/2017

Most Recent Certification: 12/09/2020

Certification Expires: 12/09/2021

Records Officer's certification has expired.

Provo (Utah). Energy Department

PO Box 1849, 351 W Center, Provo UT 84603

801 852-6100

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Amanda Ercanbrack

Records Officer
351 West Center Street
PO Box 1849
Provo, UT 84602
E-mail: aercanbrack@provo.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 07/14/2017
Most Recent Certification: 12/09/2020
Certification Expires: 12/09/2021

Records Officer's certification has expired.

Provo (Utah). Public Works Department

1377 South 350 East, 351 W Center, Provo UT 84606
801 852-6100

Records Officer(s)

Amanda Ercanbrack

Records Officer
351 West Center Street
PO Box 1849
Provo, UT 84602
E-mail: aercanbrack@provo.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 07/14/2017
Most Recent Certification: 12/09/2020
Certification Expires: 12/09/2021

Records Officer's certification has expired.

Provo (Utah). Community Development Department

330 West 100 South, Provo UT 84603-1849
801 852-6100

Records Officer(s)

Amanda Ercanbrack

Records Officer
351 West Center Street
PO Box 1849
Provo, UT 84602
E-mail: aercanbrack@provo.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 07/14/2017
Most Recent Certification: 12/09/2020
Certification Expires: 12/09/2021

Records Officer's certification has expired.

Provo (Utah). Economic Development Department

PO Box 1849, 351 W Center, Provo UT 84603
801 852-6100

Records Officer(s)

Amanda Ercanbrack

Records Officer
351 West Center Street
PO Box 1849
Provo, UT 84602
E-mail: aercanbrack@provo.org



Municipality Agency Names

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Description of Role: City Recorder

Records Officer Certification

Initial Certification: 07/14/2017

Most Recent Certification: 12/09/2020

Certification Expires: 12/09/2021

Records Officer's certification has expired.

Provo (Utah). Finance Department

351 West Center, Provo UT 84601

801 852-6100

Records Officer(s)

Amanda Ercanbrack

Records Officer

351 West Center Street

PO Box 1849

Provo, UT 84602

E-mail: aercanbrack@provo.org

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 07/14/2017

Most Recent Certification: 12/09/2020

Certification Expires: 12/09/2021

Records Officer's certification has expired.

Sydney Harris

Agency Employee

E-mail: ssibert@provo.utah.gov

Records Officer Certification

Initial Certification: 03/09/2022

Most Recent Certification: 03/09/2022

Certification Expires: 03/09/2023

Records Officer's certification has expired.

Provo (Utah). Fire Department

PO Box 1849, 351 W Center, Provo UT 84603

801 852-6100

Records Officer(s)

Amanda Ercanbrack

Records Officer

351 West Center Street

PO Box 1849

Provo, UT 84602

E-mail: aercanbrack@provo.org

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 07/14/2017

Most Recent Certification: 12/09/2020

Certification Expires: 12/09/2021

Records Officer's certification has expired.

Mrs. Heidi Allman

Agency Employee

445 W Center St

Provo, UT 84601

E-mail: hallman@provo.org

Records Officer Certification

Initial Certification: 06/24/2020

Most Recent Certification: 07/07/2022

Certification Expires: 07/07/2023

Records Officer's certification has expired.



Municipality Agency Names

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Provo (Utah). Human Resources Department

PO Box 1849, 351 W Center, Provo UT 84603

801 852-6100

Records Officer(s)

Amanda Ercanbrack

Records Officer

351 West Center Street

PO Box 1849

Provo, UT 84602

E-mail: aercanbrack@provo.org

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 07/14/2017

Most Recent Certification: 12/09/2020

Certification Expires: 12/09/2021

Records Officer's certification has expired.

Provo (Utah). Parks & Recreation Department

PO Box 1849, 351 W Center, Provo UT 84603

801 852-6100

Records Officer(s)

Amanda Ercanbrack

Records Officer

351 West Center Street

PO Box 1849

Provo, UT 84602

E-mail: aercanbrack@provo.org

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 07/14/2017

Most Recent Certification: 12/09/2020

Certification Expires: 12/09/2021

Records Officer's certification has expired.

Provo (Utah). Redevelopment Agency

PO Box 1849, 351 W Center, Provo UT 84603

801 852-6100

Records Officer(s)

Amanda Ercanbrack

Records Officer

351 West Center Street

PO Box 1849

Provo, UT 84602

E-mail: aercanbrack@provo.org

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 07/14/2017

Most Recent Certification: 12/09/2020

Certification Expires: 12/09/2021

Records Officer's certification has expired.

Provo (Utah). Police Department

445 West Center Street, P.O. Box 1849, Provo UT 84603

801-852-6232



Municipality Agency Names

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with Authorized Records Officers

Records Officer(s)

Debra Causey

48 South 300 West

Provo, UT 84603

E-mail: dcausey@provo.org

Records Officer Certification

Initial Certification: 06/17/2020

Most Recent Certification: 09/15/2022

Certification Expires: 09/15/2023

Records Officer's certification has expired.

Angela Galbraith

48 South 300 West

Provo, UT 84603

E-mail: agalbraith@provo.utah.gov

Records Officer Certification

Initial Certification: 11/01/2018

Most Recent Certification: 09/14/2022

Certification Expires: 09/14/2023

Records Officer's certification has expired.

Randolph (Utah)

Box 127, 20 South Main, Randolph UT 84064

435-793-3185

Records Officer(s)

April Groll

20 South Main Street

PO Box 127

Randolph, UT 84064

E-mail: randolph@allwest.net

Records Officer Certification

Initial Certification: 11/21/2013

Most Recent Certification: 11/07/2022

Certification Expires: 11/07/2023

Records Officer's certification has expired.

Redmond (Utah)

Redmond Town Hall, 45 West Main, P.O. Box 117, Redmond UT 84652

435-529-3278

Records Officer(s)

Mrs. Nancy Hampton

Town Recorder

Redmond Town Hall

45 West Main Street

Redmond, UT 84652

E-mail: redmondtown@gmail.com

Records Officer Certification

Initial Certification: 06/30/2015

Most Recent Certification: 08/18/2022

Certification Expires: 08/18/2023

Records Officer's certification has expired.

Richfield (Utah)

PO Box 250, 75 East Center, Richfield UT 84701

435 896-6430

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Michele Jolley

City Recorder
PO Box 250
75 East Center Street
Richfield, UT 84701
E-mail: michele@richfieldcity.com
Description of Role: Records management and GRAMA

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 10/03/2022
Certification Expires: 10/03/2023

Records Officer's certification has expired.

Richfield (Utah). Police Department

Richfield Police Department, 77 East Center Street, Richfield UT 84701
435-896-8484

Records Officer(s)

Jeana Stevenson

Records Officer
77 East Center St
Richfield, Ut 84701
E-mail: jstevenson2005@gmail.com
Description of Role: Help people requesting Police Reports from our Department.

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Tricia Curtis

Richfield Police Department
77 East Center Street
Richfield, UT 84701
E-mail: trish@richfieldcity.com

Records Officer Certification

Initial Certification: 10/18/2020
Most Recent Certification: 01/19/2023
Certification Expires: 01/19/2024

Records Officer's certification has expired.

Richmond (Utah)

Park Community Center, 90 South 100 West, Richmond UT 84333
435-258-2092

Records Officer(s)

Justin Lewis

City Recorder
Park Community Center
90 South 100 West
Richmond, UT 84333
E-mail: justinboydlewis@gmail.com

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

River Heights (Utah)



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River Heights City Office, 520 South 500 East, River Heights UT 84321
435-752-2646

Records Officer(s)

Sheila Lind

City Recorder
River Heights City Office
520 South 500 East
River Heights, UT 84321
E-mail: office@riverheights.org

Records Officer Certification

Initial Certification: 12/10/2013
Most Recent Certification: 10/04/2022
Certification Expires: 10/04/2023

Records Officer's certification has expired.

Riverdale (Utah)

Riverdale City, 4600 South Weber River Drive, Riverdale UT 84405
801-394-5541

Records Officer(s)

Shalee Evans

City Recorder
E-mail: sevans@riverdalecity.com

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Michelle Marigoni

Riverdale City Recorder
E-mail: mmarigoni@riverdalecity.com

Records Officer Certification

Initial Certification: 03/29/2021
Most Recent Certification: 04/05/2022
Certification Expires: 04/05/2023

Records Officer's certification has expired.

Riverdale (Utah). Police Department

Riverdale Police Department, 4580 S. Weber River Drive, Riverdale UT 84405
801-394-6616

Records Officer(s)

Shalee Evans

City Recorder
E-mail: sevans@riverdalecity.com

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Camille Tesch

Patrol Secretary
Riverdale City Police Department
4580 S. Weber River Dr.
Riverdale, UT 84405
E-mail: ctesch@riverdalecity.com



Municipality Agency Names

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Records Officer Certification

Initial Certification: 06/01/2021

Most Recent Certification: 05/24/2022

Certification Expires: 05/24/2023

Records Officer's certification has expired.

Riverton (Utah)

12830 South 1700 West, Riverton UT 84065

801-254-0704

Records Officer(s)

Stephanie Kay

Lead Court Clerk

Riverton Justice Court

12830 S Redwood Road

Riverton, UT 84065

E-mail: skay@rivertoncity.com

Description of Role: Records management and GRAMA for Riverton Justice Court

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Jamie R. Larsen

Agency Employee

12830 S. Redwood Road

12830 S. R

Riverton, UT 84065

E-mail: jlarsen@rivertonutah.gov

Description of Role: Officer in Training

Records Officer Certification

Initial Certification: 12/18/2020

Most Recent Certification: 03/10/2023

Certification Expires: 03/10/2024

Records Officer's certification has expired.

Riverton (Utah). Fire Service Area.

Riverton (Utah). Police Department.

Rockville (Utah)

PO Box 630206, 188 West Main, Rockville UT 84763

435-772-0992

Records Officer(s)

Joyce Hamilton

E-mail: joyce@rockvilleutah.org

Records Officer Certification

Initial Certification: 09/15/2017

Most Recent Certification: 10/16/2019

Certification Expires: 10/16/2020

Records Officer's certification has expired.

Vicki Bell

43 E Main

Rockville, UT 84763

E-mail: rockville@rockvilleutah.org



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Records Officer Certification

Initial Certification: 06/23/2016

Most Recent Certification: 11/07/2022

Certification Expires: 11/07/2023

Records Officer's certification has expired.

Rocky Ridge (Utah)

Rocky Ridge Town, 280 N Larkridge Rd, HC 60 Box 217, Rocky Ridge UT 84645
435-623-1249

Records Officer(s)

Marilyn Bronson

Town Clerk

Town of Rocky Ridge

280 North Larkridge Road

Rocky Ridge, UT 84645

E-mail: clerk@rockyridgetown.com

Records Officer Certification

Initial Certification: 03/16/2021

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Roosevelt (Utah)

Roosevelt Municipal Building, 255 South State Street (36-8), Roosevelt UT 84066
435-722-5001

Records Officer(s)

Rhonda Goodrich

255 S. State Street

Roosevelt, UT 84066

E-mail: rgoodrich@rooseveltcity.com

Records Officer Certification

Initial Certification: 08/02/2021

Most Recent Certification: 08/02/2021

Certification Expires: 08/02/2022

Records Officer's certification has expired.

Sunshine Bellon

Deputy Recorder /PIO

Roosevelt City Admin. Office

255 South State Street

Roosevelt, UT 84066

E-mail: sbellon@rooseveltcity.com

Records Officer Certification

Initial Certification: 08/11/2021

Most Recent Certification: 10/28/2022

Certification Expires: 10/28/2023

Records Officer's certification has expired.

Roosevelt (Utah). Arts, Parks, and Recreation Committee.

Roosevelt (Utah). Police Department

Roosevelt City Police Department, 255 South State, 36-8, Roosevelt UT 84066
435-722-2330

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Allan Tucker

255 South State Street
Roosevelt, UT 84066
E-mail: atucker@rooseveltcity.com

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Kim Russell

255 South State Street
Roosevelt, UT 84066
E-mail: krussell@rooseveltcity.com

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Sunshine Bellon

Deputy Recorder /PIO
Roosevelt City Admin. Office
255 South State Street
Roosevelt, UT 84066
E-mail: sbellon@rooseveltcity.com

Records Officer Certification

Initial Certification:	08/11/2021
Most Recent Certification:	10/28/2022
Certification Expires:	10/28/2023

Records Officer's certification has expired.

Roy (Utah)

Roy Municipal Building, 5051 South 1900 West, Roy UT 84067
801-774-1000

Records Officer(s)

Brittany Fowers

Executive Assistant/City Recorder
5051 South 1900 West
Roy, UT 84067
E-mail: bfowers@royutah.org

Records Officer Certification

Initial Certification:	06/08/2022
Most Recent Certification:	06/08/2022
Certification Expires:	06/08/2023

Records Officer's certification has expired.

Mrs. CarrieAnne Stanger

Records Officer
5051 S 1900 W
Roy, UT 84067
E-mail: cstanger@royutah.org
Description of Role: Police Records Manager

Records Officer Certification

Initial Certification:	05/25/2022
Most Recent Certification:	05/25/2022
Certification Expires:	05/25/2023

Records Officer's certification has expired.

Roy (Utah). Police Department

Roy City Police Department, 5051 South 1900 West, Roy UT 84067
801-774-1011

Records Officer(s)



Municipality Agency Names

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Jordan Earl

Records Officer
Roy City Police Department
5051 South 1900 West
Roy, UT 84067
E-mail: jearl@royutah.org
Description of Role: Records Manager

Records Officer Certification

Initial Certification: 03/08/2017
Most Recent Certification: 05/19/2021
Certification Expires: 05/19/2022

Records Officer's certification has expired.

Mrs. CarrieAnne Stanger

Records Officer
5051 S 1900 W
Roy, UT 84067
E-mail: cstanger@royutah.org
Description of Role: Police Records Manager

Records Officer Certification

Initial Certification: 05/25/2022
Most Recent Certification: 05/25/2022
Certification Expires: 05/25/2023

Records Officer's certification has expired.

Rush Valley (Utah)

Town of Rush Valley, 52 South Park Street, P.O. Box 363, Rush Valley UT 84069
435-837-2280

Records Officer(s)

Patty Rowe

Town Clerk/Recorder
Town of Rush Valley
52 South Park Street
Rush Valley, UT 84069
E-mail: townofrv@gmail.com
Description of Role: Records management and GRAMA

Records Officer Certification

Initial Certification: 03/13/2014
Most Recent Certification: 12/29/2022
Certification Expires: 12/29/2023

Records Officer's certification has expired.

Salem (Utah)

Salem City, 30 West 100 South, PO Box 901, Salem UT 84653
801-423-2770

Records Officer(s)

Stacy Evans Bliss

Salem City Police Department
30 West 100 South
Salem, UT 84653
E-mail: sbliss@salemcity.org
Description of Role: Police department records

Records Officer Certification

Initial Certification: 05/22/2013
Most Recent Certification: 02/15/2022
Certification Expires: 02/15/2023

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Jeffrey Nielson

City Recorder/Fin.
30 West 100 South
PO Box 901
Salem, UT 84653
E-mail: jeffn@salemcity.org
Description of Role: City records

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 01/25/2019
Certification Expires: 01/25/2020

Records Officer's certification has expired.

Salem (Utah). Police Department

Salem City Police Department, 30 West 100 South, PO Box 901, Salem UT 84653
801-794-3970

Records Officer(s)

Stacy Evans Bliss

Salem City Police Department
30 West 100 South
Salem, UT 84653
E-mail: sbliss@salemcity.org
Description of Role: Police department records

Records Officer Certification

Initial Certification: 05/22/2013
Most Recent Certification: 02/15/2022
Certification Expires: 02/15/2023

Records Officer's certification has expired.

Salina (Utah)

Salina City Hall, 90 West Main, P.O. Box 69, Salina UT 84654
435-529-7304

Records Officer(s)

Kathy Maxwell

City Treasurer
90 W Main
PO Box 69
Salina, UT 84654
E-mail: kathy@salinacity.org
Description of Role: Planning and zoning minutes, building permits, cemetery

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Sherri Westbrook

Records Officer
Salina City Hall
90 W Main Street
Salina, UT 84654
E-mail: sherri@salinacity.org
Description of Role: Financial, budget, personnel, council minutes, business licenses

Records Officer Certification

Initial Certification: 08/30/2016
Most Recent Certification: 08/30/2017
Certification Expires: 08/30/2018

Records Officer's certification has expired.

Salina (Utah). Police Department



Municipality Agency Names

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with Authorized Records Officers

90 W. Main, PO Box 96, Salina UT 84654
435-529-3311

Records Officer(s)

Mrs. Jorja Quarnberg

Agency Employee
511 E. Vaca Ln.
Sevier, UT 84766
E-mail: policesecretary@salinacity.org
Description of Role: I am the Salina city police departments Secretary.

Records Officer Certification

Initial Certification: 06/18/2018
Most Recent Certification: 06/18/2018
Certification Expires: 06/18/2019

Records Officer's certification has expired.

Salt Lake City (Utah)

City and County Bldg, 451 South State, Salt Lake City UT 84111
801-535-7671

Records Officer(s)

Rachel Molinari

E-mail: rachel.molinari@slcgov.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Cindy Lou Trishman

Salt Lake City Recorder

E-mail: cindy.trishman@slcgov.com

Records Officer Certification

Initial Certification: 09/20/2020

Most Recent Certification: 10/05/2022

Certification Expires: 10/05/2023

Records Officer's certification has expired.

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Chad Korb

Salt Lake City IMS

349 South 200 East

Salt Lake City, UT 84111

E-mail: Chad.Korb@slcgov.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Todd Miller

Salt Lake City IMS

349 South 200 East #200

Salt Lake City, UT 84111

E-mail: todd.miller@slcgov.com



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Reza Faraji

Salt Lake City IMS

349 South 200 East

Salt Lake City, UT 84111

E-mail: reza.faraji@slcgov.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Christy Marcy

SLC Human Resources

PO Box 145464

Salt Lake City, UT 84114

E-mail: christy.marcy@slcgov.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Robyn Stine

Salt Lake City RDA

451 South State Street Rm 118

Salt Lake City, UT 84111

E-mail: robyn.stine@slcgov.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Keith Reynolds

451 South State

Room 415 Po Box 145515

Salt Lake City, UT 84115-5515

E-mail: Keith.Reynolds@slcgov.com

Records Officer Certification

Initial Certification: 02/25/2021

Most Recent Certification: 02/23/2022

Certification Expires: 02/23/2023

Records Officer's certification has expired.

Salt Lake City (Utah). City Council

City-County Building, 451 South State Street, Salt Lake City UT 84111

Records Officer(s)

Janice Aramaki

Salt Lake City Council

451 South State Street #304

Salt Lake City, UT 84111

E-mail: janice.aramaki@slcgov.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 05/27/2022
Most Recent Certification: 05/27/2022
Certification Expires: 05/27/2023
Records Officer's certification has expired.

Salt Lake City (Utah). Justice Court

333 South 200 East, Salt Lake City UT 84111

Records Officer(s)

Tammy Shelton

Salt Lake City Justice Court Records
E-mail: Tammy.Shelton@slcgov.com

Records Officer Certification

Initial Certification: 02/04/2021
Most Recent Certification: 04/06/2022
Certification Expires: 04/06/2023
Records Officer's certification has expired.

Sharon Nez

Salt Lake City Justice Court Records
E-mail: sharon.nez@slcgov.com

Records Officer Certification

Initial Certification: 10/23/2020
Most Recent Certification: 11/16/2021
Certification Expires: 11/16/2022
Records Officer's certification has expired.

Matthew Brown

Records Officer
E-mail: matthew.brown1@slcgov.com
Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022
Most Recent Certification: 05/27/2022
Certification Expires: 05/27/2023
Records Officer's certification has expired.

Salt Lake City (Utah). Mayor : Mendenhall

City & County Building, 451 South State Street, Room 306, Salt Lake City UT 84111
801-535-6333

Records Officer(s)

Vanessa Vicente

451 South State Street Room 306
Salt Lake City, UT 84114
E-mail: vanessa.vicente@slcgov.com

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Matthew Brown

Records Officer
E-mail: matthew.brown1@slcgov.com
Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022
Most Recent Certification: 05/27/2022
Certification Expires: 05/27/2023
Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Salt Lake City (Utah). Department of Information Management Services

City-County Building, 451 South State Street, Salt Lake City UT 84111

Records Officer(s)

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Salt Lake City (Utah). Department of Airports

776 North Terminal Drive, Salt Lake City UT 84116

801-575-2408

Records Officer(s)

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Salt Lake City (Utah). City Attorney

451 South State, Room 505, Salt Lake City UT 84111

801-535-7788

Records Officer(s)

Vivian Saumure

PO BOX 145515

Salt Lake City, UT 84114

E-mail: vivian.saumure@slcgov.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Salt Lake City (Utah). Civil Defense Office

31 East 200 South, Salt Lake City UT 84101

(801)535-6030



Municipality Agency Names

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with Authorized Records Officers

Records Officer(s)

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Salt Lake City (Utah). Prosecutor

349 South 200 East, Suite 500, Salt Lake City UT 84114-5500

Records Officer(s)

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Salt Lake City (Utah). City Recorder

451 South State Street, Room 415, Salt Lake City UT 84111

801-535-7671

Records Officer(s)

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Salt Lake City (Utah). Mayor. Division of Risk Management

324 South State Street, Salt Lake City UT 84111

801-535-6295

Records Officer(s)

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Salt Lake City (Utah). Department of Community and Economic Development



Municipality Agency Names

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with Authorized Records Officers

City & County Building, 451 South State, Room 404, Salt Lake City UT 84114
801-535-7777

Records Officer(s)

Katherine Vuong

Salt Lake City Community and Neighborhood Services
451 South State St Rm 404
PO Box 145460
Salt Lake City, UT 84114-5460
E-mail: katherine.vuong@slcgov.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Jolynn Walz

E-mail: jolynn.walz@slcgov.com

Records Officer Certification

Initial Certification: 04/07/2023

Most Recent Certification: 04/07/2023

Certification Expires: 04/07/2024

Records Officer's certification has expired.

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Salt Lake City (Utah). Division of Building Services and Licensing

354 South State Street, Salt Lake City UT 84111
801-535-7777

Records Officer(s)

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Salt Lake City (Utah). Business Licensing and Permits Office

City & County Building, 451 South State, Room 225, Salt Lake City UT 84114-5458

Records Officer(s)

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.



Municipality Agency Names

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Salt Lake City (Utah). Department of Finance

354 South State Street, Salt Lake City UT 84111

801-535-7671

Records Officer(s)

Melyn Osmond

Accountant

City & County Building, Room 248

Salt Lake City, UT 84111

E-mail: melyn.osmond@slcgov.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Randy Hiller

SLC Finance

PO Box 145451

Salt Lake City, UT 84114

E-mail: randy.hillier@slcgov.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Salt Lake City (Utah). City Treasurer

451 South State Street, Room 225, Salt Lake City UT 84111

801-535-7946

Records Officer(s)

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Salt Lake City (Utah). Fire Department

P.O. Box 145520, 315 East 200 South, 7th Floor, Salt Lake City UT 84114-5520

801-530-5103

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Jesse Killinger

Records Officer
475 South 300 East
Salt Lake City, UT 84111
E-mail: jesse.killinger@slcgov.com

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Matthew Brown

Records Officer
E-mail: matthew.brown1@slcgov.com
Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022
Most Recent Certification: 05/27/2022
Certification Expires: 05/27/2023
Records Officer's certification has expired.

Salt Lake City (Utah). Public Library

210 East 400 South, Salt Lake City UT 84111
801-363-5733

Records Officer(s)

Heidi Voss

210 East 400 South
Fifth Floor
Salt Lake City, UT 84111
E-mail: hvoss@slcpl.org

Records Officer Certification

Initial Certification: 08/05/2020
Most Recent Certification: 10/27/2022
Certification Expires: 10/27/2023
Records Officer's certification has expired.

Matthew Brown

Records Officer
E-mail: matthew.brown1@slcgov.com
Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022
Most Recent Certification: 05/27/2022
Certification Expires: 05/27/2023
Records Officer's certification has expired.

Salt Lake City (Utah). Police Department

Public Safety Building, 315 East 200 South, Salt Lake City UT 84114
801-535-7272

Records Officer(s)

Candee Allred

Salt Lake City Police
E-mail: candee.allred@slcgov.com

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Matthew Brown

Records Officer
E-mail: matthew.brown1@slcgov.com



Municipality Agency Names

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with Authorized Records Officers

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Salt Lake City (Utah). Public Services Department

Records Officer(s)

Stephanie Gilot

PO Box 145469

Salt Lake City, UT 84119

E-mail: stephanie.gilot@slcgov.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Salt Lake City (Utah). Cemetery

200 "N" Street, Salt Lake City UT 84103

Records Officer(s)

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Salt Lake City (Utah). Public Services. Parks Department

1965 West 500 South, Salt Lake City UT 84101

Records Officer(s)

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Salt Lake City (Utah). Department of Public Utilities

1530 South West Temple, Salt Lake City UT 84115-5292



Municipality Agency Names

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with Authorized Records Officers

Records Officer(s)

Janine Calfo

1530 South West Temple
Salt Lake City, UT 84115
E-mail: janine.calfo@slcgov.com

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Karryn Greenleaf

1530 South West Temple
Salt Lake City, UT 84115
E-mail: karryn.greenleaf@slcgov.com

Records Officer Certification

Initial Certification: 10/20/2021
Most Recent Certification: 10/20/2021
Certification Expires: 10/20/2022
Records Officer's certification has expired.

Pat Denning

1530 South West Temple
Salt Lake City, UT 84115
E-mail: pat.denning@slcgov.com

Records Officer Certification

Initial Certification: 10/02/2020
Most Recent Certification: 09/29/2022
Certification Expires: 09/29/2023
Records Officer's certification has expired.

Matthew Brown

Records Officer
E-mail: matthew.brown1@slcgov.com
Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022
Most Recent Certification: 05/27/2022
Certification Expires: 05/27/2023
Records Officer's certification has expired.

Salt Lake City (Utah). Department of Public Works

451 South State Street, Salt Lake City UT 84114
801-535-7704

Records Officer(s)

Matthew Brown

Records Officer
E-mail: matthew.brown1@slcgov.com
Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022
Most Recent Certification: 05/27/2022
Certification Expires: 05/27/2023
Records Officer's certification has expired.

Salt Lake City (Utah). Department of Public Works. Division of Engineering

349 South 200 East, Suite 100, Salt Lake City UT 84111

Records Officer(s)

Matthew Brown

Records Officer
E-mail: matthew.brown1@slcgov.com
Description of Role: Minutes and Records Clerk



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Salt Lake City (Utah). Water Commission

Records Officer(s)

Matthew Brown

Records Officer

E-mail: matthew.brown1@slcgov.com

Description of Role: Minutes and Records Clerk

Records Officer Certification

Initial Certification: 05/27/2022

Most Recent Certification: 05/27/2022

Certification Expires: 05/27/2023

Records Officer's certification has expired.

Sandy (Utah)

Sandy City Hall, 10000 Centennial Parkway, Sandy UT 84070

801-568-7100

Records Officer(s)

Charlie Cressall

10000 S Centennial Pkwy

Sandy, UT 84070

E-mail: rcressall@sandy.utah.gov

Records Officer Certification

Initial Certification: 01/08/2021

Most Recent Certification: 02/01/2022

Certification Expires: 02/01/2023

Records Officer's certification has expired.

Wendy Downs

City Recorder

Sandy City Hall

10000 S Centennial Pkwy Suite 311

Sandy, UT 84070

E-mail: wdowns@sandy.utah.gov

Description of Role: Records Management
Ordinances & Resolutions adopted by Sandy Council
Historical Documents & Records of the City
Contract Management
City Election Coordination

Records Officer Certification

Initial Certification: 11/07/2018

Most Recent Certification: 12/06/2022

Certification Expires: 12/06/2023

Records Officer's certification has expired.

Sandy (Utah). City Council

10000 centennial Parkway, Sandy UT 84070

801 568-7100

Records Officer(s)

Charlie Cressall

10000 S Centennial Pkwy

Sandy, UT 84070

E-mail: rcressall@sandy.utah.gov



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 01/08/2021
Most Recent Certification: 02/01/2022
Certification Expires: 02/01/2023

Records Officer's certification has expired.

Wendy Downs

City Recorder
Sandy City Hall
10000 S Centennial Pkwy Suite 311
Sandy, UT 84070
E-mail: wdowns@sandy.utah.gov
Description of Role: Records Management
Ordinances & Resolutions adopted by Sandy Council
Historical Documents & Records of the City
Contract Management
City Election Coordination

Records Officer Certification

Initial Certification: 11/07/2018
Most Recent Certification: 12/06/2022
Certification Expires: 12/06/2023

Records Officer's certification has expired.

Sandy (Utah). Mayor

10000 Centennial Parkway, Sandy UT 84070
801 568-1799

Records Officer(s)

Wendy Downs

City Recorder
Sandy City Hall
10000 S Centennial Pkwy Suite 311
Sandy, UT 84070
E-mail: wdowns@sandy.utah.gov
Description of Role: Records Management
Ordinances & Resolutions adopted by Sandy Council
Historical Documents & Records of the City
Contract Management
City Election Coordination

Records Officer Certification

Initial Certification: 11/07/2018
Most Recent Certification: 12/06/2022
Certification Expires: 12/06/2023

Records Officer's certification has expired.

Charlie Cressall

10000 S Centennial Pkwy
Sandy, UT 84070
E-mail: rcressall@sandy.utah.gov

Records Officer Certification

Initial Certification: 01/08/2021
Most Recent Certification: 02/01/2022
Certification Expires: 02/01/2023

Records Officer's certification has expired.

Sandy (Utah). Board of Adjustment

10000 Centennial Parkway, Sandy UT 84070
801 568-7100

Records Officer(s)

Charlie Cressall

10000 S Centennial Pkwy
Sandy, UT 84070
E-mail: rcressall@sandy.utah.gov



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 01/08/2021
Most Recent Certification: 02/01/2022
Certification Expires: 02/01/2023

Records Officer's certification has expired.

Wendy Downs

City Recorder
Sandy City Hall
10000 S Centennial Pkwy Suite 311
Sandy, UT 84070
E-mail: wdowns@sandy.utah.gov
Description of Role: Records Management
Ordinances & Resolutions adopted by Sandy Council
Historical Documents & Records of the City
Contract Management
City Election Coordination

Records Officer Certification

Initial Certification: 11/07/2018
Most Recent Certification: 12/06/2022
Certification Expires: 12/06/2023

Records Officer's certification has expired.

Sandy (Utah). Chief Administrator

10000 Centennial Parkway, Sandy UT 84070
801 568-7100

Records Officer(s)

Charlie Cressall

10000 S Centennial Pkwy
Sandy, UT 84070
E-mail: rcressall@sandy.utah.gov

Records Officer Certification

Initial Certification: 01/08/2021
Most Recent Certification: 02/01/2022
Certification Expires: 02/01/2023

Records Officer's certification has expired.

Wendy Downs

City Recorder
Sandy City Hall
10000 S Centennial Pkwy Suite 311
Sandy, UT 84070
E-mail: wdowns@sandy.utah.gov
Description of Role: Records Management
Ordinances & Resolutions adopted by Sandy Council
Historical Documents & Records of the City
Contract Management
City Election Coordination

Records Officer Certification

Initial Certification: 11/07/2018
Most Recent Certification: 12/06/2022
Certification Expires: 12/06/2023

Records Officer's certification has expired.

Sandy (Utah). Administrative Services Department

10000 Centennial Parkway, Sandy UT 84070
801 568-7100

Records Officer(s)

Charlie Cressall

10000 S Centennial Pkwy
Sandy, UT 84070
E-mail: rcressall@sandy.utah.gov



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 01/08/2021

Most Recent Certification: 02/01/2022

Certification Expires: 02/01/2023

Records Officer's certification has expired.

Wendy Downs

City Recorder

Sandy City Hall

10000 S Centennial Pkwy Suite 311

Sandy, UT 84070

E-mail: wdowns@sandy.utah.gov

Description of Role: Records Management
Ordinances & Resolutions adopted by Sandy Council
Historical Documents & Records of the City
Contract Management
City Election Coordination

Records Officer Certification

Initial Certification: 11/07/2018

Most Recent Certification: 12/06/2022

Certification Expires: 12/06/2023

Records Officer's certification has expired.

Sandy (Utah). City Attorney

10000 Centennial Parkway, Sandy UT 84070

801 568-7100

Sandy (Utah). Public Works Department

8775 South 700 West, Sandy UT 84070

801 568-7100

Records Officer(s)

Charlie Cressall

10000 S Centennial Pkwy

Sandy, UT 84070

E-mail: rcressall@sandy.utah.gov

Records Officer Certification

Initial Certification: 01/08/2021

Most Recent Certification: 02/01/2022

Certification Expires: 02/01/2023

Records Officer's certification has expired.

Wendy Downs

City Recorder

Sandy City Hall

10000 S Centennial Pkwy Suite 311

Sandy, UT 84070

E-mail: wdowns@sandy.utah.gov

Description of Role: Records Management
Ordinances & Resolutions adopted by Sandy Council
Historical Documents & Records of the City
Contract Management
City Election Coordination

Records Officer Certification

Initial Certification: 11/07/2018

Most Recent Certification: 12/06/2022

Certification Expires: 12/06/2023

Records Officer's certification has expired.

Sandy (Utah). Community Development Department

1000 Centennial Parkway, Sandy UT 84070-1799

801-568-7100

Records Officer(s)



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Wendy Downs

City Recorder
Sandy City Hall
10000 S Centennial Pkwy Suite 311
Sandy, UT 84070
E-mail: wdowns@sandy.utah.gov
Description of Role: Records Management
Ordinances & Resolutions adopted by Sandy Council
Historical Documents & Records of the City
Contract Management
City Election Coordination

Records Officer Certification

Initial Certification: 11/07/2018
Most Recent Certification: 12/06/2022
Certification Expires: 12/06/2023

Records Officer's certification has expired.

Charlie Cressall

10000 S Centennial Pkwy
Sandy, UT 84070
E-mail: rcressall@sandy.utah.gov

Records Officer Certification

Initial Certification: 01/08/2021
Most Recent Certification: 02/01/2022
Certification Expires: 02/01/2023

Records Officer's certification has expired.

Sandy City (Utah). Community Development. Planning Commission

10000 Centennial Parkway, Sandy UT 84070-4148
801-568-7256

Records Officer(s)

Wendy Downs

City Recorder
Sandy City Hall
10000 S Centennial Pkwy Suite 311
Sandy, UT 84070
E-mail: wdowns@sandy.utah.gov
Description of Role: Records Management
Ordinances & Resolutions adopted by Sandy Council
Historical Documents & Records of the City
Contract Management
City Election Coordination

Records Officer Certification

Initial Certification: 11/07/2018
Most Recent Certification: 12/06/2022
Certification Expires: 12/06/2023

Records Officer's certification has expired.

Charlie Cressall

10000 S Centennial Pkwy
Sandy, UT 84070
E-mail: rcressall@sandy.utah.gov

Records Officer Certification

Initial Certification: 01/08/2021
Most Recent Certification: 02/01/2022
Certification Expires: 02/01/2023

Records Officer's certification has expired.

Sandy (Utah). Fire Department

10000 Centennial Parkway, Sandy UT 84070
801 568-7100

Records Officer(s)



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Charlie Cressall

10000 S Centennial Pkwy
Sandy, UT 84070
E-mail: rcressall@sandy.utah.gov

Records Officer Certification

Initial Certification: 01/08/2021
Most Recent Certification: 02/01/2022
Certification Expires: 02/01/2023

Records Officer's certification has expired.

Wendy Downs

City Recorder
Sandy City Hall
10000 S Centennial Pkwy Suite 311
Sandy, UT 84070
E-mail: wdowns@sandy.utah.gov
Description of Role: Records Management
Ordinances & Resolutions adopted by Sandy Council
Historical Documents & Records of the City
Contract Management
City Election Coordination

Records Officer Certification

Initial Certification: 11/07/2018
Most Recent Certification: 12/06/2022
Certification Expires: 12/06/2023

Records Officer's certification has expired.

Sandy (Utah). Parks and Recreation Department

10000 Centennial Parkway, Sandy UT 84070
801 568-7100

Records Officer(s)

Charlie Cressall

10000 S Centennial Pkwy
Sandy, UT 84070
E-mail: rcressall@sandy.utah.gov

Records Officer Certification

Initial Certification: 01/08/2021
Most Recent Certification: 02/01/2022
Certification Expires: 02/01/2023

Records Officer's certification has expired.

Wendy Downs

City Recorder
Sandy City Hall
10000 S Centennial Pkwy Suite 311
Sandy, UT 84070
E-mail: wdowns@sandy.utah.gov
Description of Role: Records Management
Ordinances & Resolutions adopted by Sandy Council
Historical Documents & Records of the City
Contract Management
City Election Coordination

Records Officer Certification

Initial Certification: 11/07/2018
Most Recent Certification: 12/06/2022
Certification Expires: 12/06/2023

Records Officer's certification has expired.

Sandy (Utah). Public Utilities

10000 Centennial Parkway, Sandy UT 84070
801 568-7100

Sandy (Utah). Sandy Police Department



Municipality Agency Names

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with Authorized Records Officers

10000 Centennial Parkway, Ste 111, Sandy UT 84070
801 568-7100

Records Officer(s)

Jennifer Vasquez

Records Director
Sandy Police Department
10000 S. Centennial Pkwy.
Ste 111
Sandy, UT 84070
E-mail: jdacosta@sandy.utah.gov

Records Officer Certification

Initial Certification: 03/25/2021
Most Recent Certification: 03/15/2022
Certification Expires: 03/15/2023

Records Officer's certification has expired.

Santa Clara (Utah)

Santa Clara Town Hall, 2603 Santa Clara Drive, Santa Clara UT 84765
435-673-6712

Records Officer(s)

Mrs. Chris A Shelley

Records Officer
2603 Santa Clara Dr.
Santa Clara, UT 84765
E-mail: cs Shelley@sccity.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 04/15/2013
Most Recent Certification: 03/09/2022
Certification Expires: 03/09/2023

Records Officer's certification has expired.

Santaquin (Utah)

Santaquin, 275 W Main Street, Santaquin UT 84655
801-754-3211

Records Officer(s)

Amalie Rose Ottley

Records Officer
275 w Main Street
Santaquin, UT 84655
E-mail: aottley@santaquin.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 03/22/2022
Most Recent Certification: 03/28/2022
Certification Expires: 03/28/2023

Records Officer's certification has expired.

Santaquin (Utah). Police Department

Santaquin City Police Department, 275 W Main Street, Santaquin UT 84655
801-754-1070

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Mrs. Jenna Osborn Worthen

Records Officer

Santaquin City Police Department

275 West Main Street

Santaquin, UT 84655

E-mail: jworthen@santaquin.org

Description of Role: I am an administrative assistant at the Santaquin Police Department. One of my duties is to process records requests on a daily basis.

Records Officer Certification

Initial Certification: 09/09/2014

Most Recent Certification: 02/22/2022

Certification Expires: 02/22/2023

Records Officer's certification has expired.

Saratoga Springs (Utah)

1307 North Commerce Drive, Suite 200, Saratoga Springs UT 84045

801 766-9793

Records Officer(s)

Cindy LoPiccolo

City Recorder

1307 N. Commerce Drive, Suite 200

Saratoga Springs, UT 84045

E-mail: clopiccolo@saratogaspringscity.com

Records Officer Certification

Initial Certification: 09/05/2018

Most Recent Certification: 08/18/2022

Certification Expires: 08/18/2023

Records Officer's certification has expired.

Nicolette Fike

1307 N. Commerce Dr.

Suite 200

Saratoga Springs, UT 84045

E-mail: nfike@saratogaspringscity.com

Records Officer Certification

Initial Certification: 09/16/2016

Most Recent Certification: 10/06/2022

Certification Expires: 10/06/2023

Records Officer's certification has expired.

Saratoga Springs (Utah). Police Department

1307 North Commerce Drive, Suite 120, Saratoga Springs UT 84045

801-766-6503

Records Officer(s)

Cristy Soper

Police Department Administrative Assistant

1307 North Commerce Drive

Suite 120

Saratoga Springs, UT 84045

E-mail: csoper@saratogaspringscity.com

Description of Role: GRAMA and records management for the Saratoga Springs and Bluffdale Police departments.

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 03/24/2022

Certification Expires: 03/24/2023

Records Officer's certification has expired.

Scipio (Utah)



Municipality Agency Names

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with Authorized Records Officers

Town Hall, 160 North State, P.O. Box 560063, Scipio UT 84656
435 758-2633

Records Officer(s)

Linda Stephenson

Records Officer
PO Box 560066
506 N State
Scipio, UT 84656
E-mail: lindaqsteph@yahoo.com
Description of Role: Scipio Town Treasurer

Records Officer Certification

Initial Certification: 12/01/2014
Most Recent Certification: 12/12/2021
Certification Expires: 12/12/2022

Records Officer's certification has expired.

Scofield (Utah)

HC 35 Box 560, Helper UT 84526
435 472-5391

Records Officer(s)

Andreah Brady

Town Clerk
HC 35 Box 560
Scofield, UT 84526
E-mail: scofield84526@gmail.com
Description of Role: All city records and GRAMA

Records Officer Certification

Initial Certification: 11/07/2012
Most Recent Certification: 12/03/2017
Certification Expires: 12/03/2018

Records Officer's certification has expired.

Kim Erkkila

Assistant Town Clerk
HC 35 Box 560
Scofield, UT 84526
E-mail: kperkila@gmail.com
Description of Role: All city records and GRAMA

Records Officer Certification

Initial Certification: 11/07/2012
Most Recent Certification: 12/30/2017
Certification Expires: 12/30/2018

Records Officer's certification has expired.

Sigurd (Utah)

595 North State, P.O. Box 570064, Sigurd UT 84657
435 896-4645

Records Officer(s)

Vickie Houston

Town Clerk
595 North State Street
PO Box 570064
Sigurd, UT 84657
E-mail: sigurdtown@cut.net

Records Officer Certification

Initial Certification: 01/07/2014
Most Recent Certification: 06/28/2022
Certification Expires: 06/28/2023

Records Officer's certification has expired.



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Smithfield (Utah)

Smithfield City Hall, 96 South Main Street, P.O. Box 96, Smithfield UT 84335
435-563-6226

Records Officer(s)

Mr. Justin Boyd Lewis

City Recorder
Smithfield City Hall
96 South Main
Smithfield, UT 84335
E-mail: jlewis@smithfieldcity.org

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 11/08/2022
Certification Expires: 11/08/2023

Records Officer's certification has expired.

Smithfield (Utah). Police Department

55 East 100 South, Smithfield UT 84335
435-563-8501

Records Officer(s)

Travis Allen

Chief of Police
55 East 100 South
Smithfield, UT 84335
E-mail: tallen@smithfieldpd.net

Records Officer Certification

Initial Certification: 09/17/2018
Most Recent Certification: 09/15/2022
Certification Expires: 09/15/2023

Records Officer's certification has expired.

Snowville (Utah)

Snowville Town Hall, 20 West Main, P.O. Box 734, Snowville UT 84336
435-872-8501

Records Officer(s)

Mrs. Tammie S. Morgan

Records Officer
20 W Main
Snowville, UT 84336
E-mail: snowvilletown@frontiernet.net
Description of Role: All city records

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 07/05/2022
Certification Expires: 07/05/2023

Records Officer's certification has expired.

South Jordan (Utah)

South Jordan City, 1600 West Towne Center Drive, South Jordan UT 84095
801-254-3742

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Anna Crookston

Records Officer
1600 W Towne Center Drive
South Jordan, UT 84095
E-mail: acrookston@sjc.utah.gov
Description of Role: City Recorder for the City of South Jordan

Records Officer Certification

Initial Certification: 12/21/2020
Most Recent Certification: 12/20/2021
Certification Expires: 12/20/2022

Records Officer's certification has expired.

Emily Fitton

Agency Employee
1600 West Towne Center Drive
South Jordan, UT 84095
E-mail: efitton@sjc.utah.gov
Description of Role: Paralegal - South Jordan City Attorney's Office. I help process GRAMA request and responses.

Records Officer Certification

Initial Certification: 02/20/2020
Most Recent Certification: 01/27/2022
Certification Expires: 01/27/2023

Records Officer's certification has expired.

Jennifer Butler

Court Administrator
1600 W Towne Center Dr
South Jordan, UT 84095
E-mail: JButler@sjc.utah.gov
Description of Role: Court records and GRAMA

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

South Jordan (Utah). Police Department

1600 Towne Center Dr., 10610 S., South Jordan UT 84095
801-254-4708

Records Officer(s)

Shar Hoffman

1600 West Towne Center
South Jordan, UT 84095
E-mail: shoffman@sjc.utah.gov

Records Officer Certification

Initial Certification: 08/17/2018
Most Recent Certification: 08/03/2022
Certification Expires: 08/03/2023

Records Officer's certification has expired.

Marissa Hayes

Agency Employee
10655 S Redwood Rd
South Jordan, UT 84095
E-mail: mhayes@sjc.utah.gov
Description of Role: I am the technical services specialist for SJPD. I will be handling records, GRAMA requests, body cam redactions, uniforms and equipment.

Records Officer Certification

Initial Certification: 01/12/2021
Most Recent Certification: 12/15/2021
Certification Expires: 12/15/2022

Records Officer's certification has expired.

South Ogden (Utah)



Municipality Agency Names

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with Authorized Records Officers

3950 South Adams Avenue, Ste. 1, South Ogden UT 84403
801 622-8585

Records Officer(s)

Leesa Kapetanov

City Recorder
3950 Adams Ave
Suite 1
South Ogden, UT 84403
E-mail: lkapetanov@southogdencity.com
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 08/30/2022
Certification Expires: 08/30/2023

Records Officer's certification has expired.

South Ogden (Utah). Police Department

South Ogden Police Department, 3950 South Adams Avenue, South Ogden UT 84403
801-622-2800

Records Officer(s)

Janette Kirkland

Records Officer
3950 Adams Ave
South Ogden, UT 84403
E-mail: jkirkland@southogdencity.gov
Description of Role: Records manager for the police department at South Ogden City

Records Officer Certification

Initial Certification: 08/25/2021
Most Recent Certification: 08/08/2022
Certification Expires: 08/08/2023

Records Officer's certification has expired.

Janette Kirkland

3950 South Adams Avenue
South Ogden, UT 84403
E-mail: jkirkland@southogdenpolice.com

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

South Salt Lake (Utah)

South Salt Lake City Hall, 220 East Morris Ave., Ste 200, South Salt Lake UT 84115
801-483-6000

Records Officer(s)

Mrs. Ariel Andrus

Records Officer
220 East Morris Ave
South Salt Lake, UT 84115
E-mail: aandrus@sslc.com
Description of Role: I'm the City Recorder for South Salt Lake

Records Officer Certification

Initial Certification: 10/06/2022
Most Recent Certification: 10/06/2022
Certification Expires: 10/06/2023

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

South Salt Lake City (Utah). Police Department

South Salt Lake Police Department, 2835 S. Main Street, South Salt Lake UT 84115

801-412-3600

Records Officer(s)

Davi Donahue

Records Technician
South Salt Lake Police Department
2835 S Main Street
South Salt Lake, UT 84115
E-mail: ddonahue@sslc.gov
Description of Role: GRAMA for police department, police department records management

Records Officer Certification

Initial Certification: 10/07/2015
Most Recent Certification: 11/02/2022
Certification Expires: 11/02/2023

Records Officer's certification has expired.

Terri Jordan

Police Records Officer
South Salt Lake Police Department
2835 S. Main Street
South Salt Lake, UT 84115
E-mail: tjordan@sslc.gov

Records Officer Certification

Initial Certification: 11/08/2018
Most Recent Certification: 02/01/2023
Certification Expires: 02/01/2024

Records Officer's certification has expired.

Aretha Edwards

2835 S. Main St.
South Salt Lake, UT 84115
E-mail: aedwards@sslc.gov

Records Officer Certification

Initial Certification: 02/03/2022
Most Recent Certification: 01/13/2023
Certification Expires: 01/13/2024

Records Officer's certification has expired.

Tseitel Pacheco

2835 South Main St
South Salt Lake, UT 84115
E-mail: tpacheco@sslc.gov

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Patricia Ervin

2835 S. Main St.
South Salt Lake, UT 84115
E-mail: pervin@sslc.gov

Records Officer Certification

Initial Certification: 08/18/2022
Most Recent Certification: 08/18/2022
Certification Expires: 08/18/2023

Records Officer's certification has expired.

South Weber (Utah)

1600 E South Weber Drive, 1600 East South Weber Drive, South Weber UT 84405

8014793177203

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Lisa Smith

Recorder
1600 East South Weber Drive
South Weber, UT 84405
E-mail: lsmith@southwebercity.com

Records Officer Certification

Initial Certification: 01/25/2018
Most Recent Certification: 02/14/2023
Certification Expires: 02/14/2024

Records Officer's certification has expired.

Elyse Sullivan

City Recorder
3330 S. 1300 E.
Millcreek, UT 84106
E-mail: esullivan@millcreek.us

Records Officer Certification

Initial Certification: 09/11/2014
Most Recent Certification: 12/16/2022
Certification Expires: 12/16/2023

Records Officer's certification has expired.

Spanish Fork (Utah)

Spanish Fork, 40 South Main, PO Box 358, Spanish Fork UT 84660
801-804-4500

Records Officer(s)

Kent Clark

40 South Main Street
Spanish Fork, UT 84660
E-mail: kent@spanishfork.org

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 10/26/2020
Certification Expires: 10/26/2021

Records Officer's certification has expired.

Mrs. Jill J Thorpe

Agency Employee
789 West Center
Spanish Fork, UT 84660
E-mail: jthorpe@spanishfork.org
Description of Role: I work in the Police Department and fill the GRAMA requests.

Records Officer Certification

Initial Certification: 09/17/2014
Most Recent Certification: 11/09/2022
Certification Expires: 11/09/2023

Records Officer's certification has expired.

Mrs. Shelley Hendrickson

Agency Employee
40 South Main
Spanish Fork, UT 84660
E-mail: shendrickson@spanishfork.org
Description of Role: I am the clerk for the Mt. Nebo Water Agency. It is an interlocal entity.

Records Officer Certification

Initial Certification: 06/10/2015
Most Recent Certification: 05/12/2022
Certification Expires: 05/12/2023

Records Officer's certification has expired.

Kimberly Brenneman

40 South Main St
Spanish Fork, UT 84660
E-mail: kbrenneman@spanishfork.org



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 10/09/2017

Most Recent Certification: 10/26/2020

Certification Expires: 10/26/2021

Records Officer's certification has expired.

Tara Silver

City Recorder

40 South Main Street

Spanish Fork, UT 84660

E-mail: tsilver@spanishfork.org

Records Officer Certification

Initial Certification: 08/31/2021

Most Recent Certification: 11/09/2022

Certification Expires: 11/09/2023

Records Officer's certification has expired.

Spanish Fork (Utah). City Council.

40 S. Main St., Office 130, Spanish Fork UT 84660

Spanish Fork (Utah). City Recorder.

40 S. Main St., Office 130, Spanish Fork UT 84660

Spanish Fork (Utah). Parks and Recreation Department.

40 S Main St, Spanish Fork UT 84660

Spanish Fork (Utah). Parks and Recreation Department. Cemetery.

420 S 400 E, Spanish Fork UT 84660

Spanish Fork (Utah). Police Department

Spanish Fork Police Department, 789 W Center Street, Spanish Fork UT 84660

801-804-4700

Records Officer(s)

Mrs. Jill J Thorpe

Agency Employee

789 West Center

Spanish Fork, UT 84660

E-mail: jthorpe@spanishfork.org

Description of Role: I work in the Police Department and fill the GRAMA requests.

Records Officer Certification

Initial Certification: 09/17/2014

Most Recent Certification: 11/09/2022

Certification Expires: 11/09/2023

Records Officer's certification has expired.

Spring City (Utah)

Spring City Hall, 150 East Center, P.O. Box 189, Spring City UT 84662

435-462-2244

Records Officer(s)

Ruth Ann McCain

Records Officer

395 S 500 E

Spring City, UT 84662

E-mail: recorder@springcityutah.org



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Description of Role: I am the Recorder/Clerk for Spring City Utah

Records Officer Certification

Initial Certification: 09/16/2021

Most Recent Certification: 09/16/2021

Certification Expires: 09/16/2022

Records Officer's certification has expired.

Chad Huff

Chief of Police

E-mail: police@springcityutah.org

Records Officer Certification

Initial Certification: 06/15/2018

Most Recent Certification: 09/03/2020

Certification Expires: 09/03/2021

Records Officer's certification has expired.

Whit Allred

City Treasurer

Spring City Hall

150 East Center

Spring City, UT 84662

E-mail: treasurer@springcityutah.org

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Michael Black

Deputy Treasurer

City Hall

150 East Center Street

Spring City, UT 84662

E-mail: deputytreasurer@springcityutah.org

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Ruth Ann McCain

395 South 500 East

Spring City, UT 84662

E-mail: grama@springcityutah.org

Records Officer Certification

Initial Certification: 12/29/2021

Most Recent Certification: 12/14/2022

Certification Expires: 12/14/2023

Records Officer's certification has expired.

Springdale (Utah)

Springdale Town Hall, 118 Lion Blvd., P.O. Box 187, Springdale UT 84767
435-772-3434

Records Officer(s)

Dawn Brecke

Treasurer

PO Box 187

Springdale, UT 84767

E-mail: dbrecke@springdale.utah.gov

Description of Role: Financial Records

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.



Municipality Agency Names

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with Authorized Records Officers

Darci Carlson

Records Officer
118 Lion Boulevard
PO Box 187

Springdale, UT 84767

E-mail: dcarlson@springdale.utah.gov

Description of Role: Responsibilities include: preparation and maintenance of official municipal records, supervision of elections, archiving of documents and vital info, cemetery oversight, interaction with the public.

Records Officer Certification

Initial Certification: 06/16/2015

Most Recent Certification: 09/12/2022

Certification Expires: 09/12/2023

Records Officer's certification has expired.

Katy Brown

Records Officer
PO Box 187

118 Lion Blvd

Springdale, UT 84767

E-mail: kbrown@springdale.utah.gov

Description of Role: Deputy Town Clerk

Records Officer Certification

Initial Certification: 05/03/2017

Most Recent Certification: 05/14/2020

Certification Expires: 05/14/2021

Records Officer's certification has expired.

Springdale (Utah). Police Department

Springdale Police Department, 118 Lion Blvd, Springdale UT 84767

435-772-3434

Records Officer(s)

Jennifer Thompson

Police Administrative Assistant
Springdale Police Department

118 Lion BLVD, PO BOX 187

Springdale, UT 84767

E-mail: jthompson@springdale.utah.gov

Records Officer Certification

Initial Certification: 05/15/2013

Most Recent Certification: 09/09/2022

Certification Expires: 09/09/2023

Records Officer's certification has expired.

Robin Romero

Records Officer

118 Lion Blvd

PO Box 187

Springdale, UT 84767

E-mail: rromero@springdale.utah.gov

Description of Role: Police Department Records Officer

Records Officer Certification

Initial Certification: 11/02/2022

Most Recent Certification: 11/02/2022

Certification Expires: 11/02/2023

Records Officer's certification has expired.

Springville (Utah)

Springville Civic Center, 110 South Main, Springville UT 84663

801-489-2700

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Kim Crane

Records Officer
110 South Main
Springville, UT 84663
E-mail: kcrane@springville.org
Description of Role: Springville City Recorder

Records Officer Certification

Initial Certification: 12/10/2013
Most Recent Certification: 12/02/2021
Certification Expires: 12/02/2022

Records Officer's certification has expired.

Mrs. Jennifer Diane Grigg

Deputy Recorder
110 S Main St
Springville, UT 84663
E-mail: jgrigg2@springville.org
Description of Role: As Deputy Recorder here in Springville, my duties are similar to a secretary. I take and transcribe minutes, write letters, proofread letters and reports, and maintain filing systems, write reports an

Records Officer Certification

Initial Certification: 07/13/2015
Most Recent Certification: 09/16/2022
Certification Expires: 09/16/2023

Records Officer's certification has expired.

Rebecca Stokes

E-mail: rstokes@springville.org
Description of Role: Springville Fire Department records officer

Records Officer Certification

Initial Certification: 09/17/2019
Most Recent Certification: 10/01/2020
Certification Expires: 10/01/2021

Records Officer's certification has expired.

Emily Watson

Records Officer
E-mail: ewatson@springville.org

Records Officer Certification

Initial Certification: 08/25/2022
Most Recent Certification: 08/25/2022
Certification Expires: 08/25/2023

Records Officer's certification has expired.

Springville (Utah). Police Department

Records Officer(s)

Megan Mendell

Agency Employee
110 south Main
Springville, UT 84663
E-mail: mmendell@springville.org
Description of Role: Police Records

Records Officer Certification

Initial Certification: 06/01/2021
Most Recent Certification: 05/16/2022
Certification Expires: 05/16/2023

Records Officer's certification has expired.

Emily Watson

Records Officer
E-mail: ewatson@springville.org

Records Officer Certification

Initial Certification: 08/25/2022
Most Recent Certification: 08/25/2022
Certification Expires: 08/25/2023

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

St. George (Utah)

City Office, 175 East 200 North, St. George UT 84770

435-634-5800

Records Officer(s)

Paula Houston

175 E 200 N

St. George, UT 84770

E-mail: paula.houston@sgcity.org

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Mrs. Christina Ann Fernandez

City Recorder

175 East 200 North

St. George, UT 84770

E-mail: christina.fernandez@sgcity.org

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 09/13/2013

Most Recent Certification: 10/17/2022

Certification Expires: 10/17/2023

Records Officer's certification has expired.

St. George (Utah). Energy Services Department

811 East Red Hills Parkway, St. George UT 84770

435-627-4800

Records Officer(s)

Becky Rivera

Records Officer

811 East Red Hills Pkwy

St. George, UT 84770

E-mail: becky.rivera@sgcity.org

Description of Role: My job classification is FERC/NERC Records Administrator.

Records Officer Certification

Initial Certification: 04/15/2014

Most Recent Certification: 04/07/2015

Certification Expires: 04/07/2016

Records Officer's certification has expired.

St. George (Utah). City Council

175 East 200 North, St. George UT 84770

435-627-4003

Records Officer(s)

Mrs. Christina Ann Fernandez

City Recorder

175 East 200 North

St. George, UT 84770

E-mail: christina.fernandez@sgcity.org

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 09/13/2013

Most Recent Certification: 10/17/2022

Certification Expires: 10/17/2023

Records Officer's certification has expired.



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

St. George (Utah). Mayor

175 East 200 North, St. George UT 84770
(435)627-4001

Records Officer(s)

Mrs. Christina Ann Fernandez

City Recorder
175 East 200 North
St. George, UT 84770
E-mail: christina.fernandez@sgcity.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 10/17/2022
Certification Expires: 10/17/2023

Records Officer's certification has expired.

St. George (Utah). Legal Services Department

Records Officer(s)

Mrs. Christina Ann Fernandez

City Recorder
175 East 200 North
St. George, UT 84770
E-mail: christina.fernandez@sgcity.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 10/17/2022
Certification Expires: 10/17/2023

Records Officer's certification has expired.

St. George (Utah). City Manager

175 East 200 North, St. George UT 84770
(435)627-4001

Records Officer(s)

Mrs. Christina Ann Fernandez

City Recorder
175 East 200 North
St. George, UT 84770
E-mail: christina.fernandez@sgcity.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 10/17/2022
Certification Expires: 10/17/2023

Records Officer's certification has expired.

St. George (Utah). Department of Administrative Services

175 East 200 North, St. George UT 84770
435 634-5800

Records Officer(s)



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Mrs. Christina Ann Fernandez

City Recorder
175 East 200 North
St. George, UT 84770
E-mail: christina.fernandez@sgcity.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 10/17/2022
Certification Expires: 10/17/2023
Records Officer's certification has expired.

St. George (Utah). City Recorder

175 East 200 North, St. George UT 84770
435-627-4003

Records Officer(s)

Mrs. Christina Ann Fernandez

City Recorder
175 East 200 North
St. George, UT 84770
E-mail: christina.fernandez@sgcity.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 10/17/2022
Certification Expires: 10/17/2023
Records Officer's certification has expired.

St. George (Utah). Department of Finance

175 e 200 n, st george UT 84770

Records Officer(s)

Mrs. Christina Ann Fernandez

City Recorder
175 East 200 North
St. George, UT 84770
E-mail: christina.fernandez@sgcity.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 10/17/2022
Certification Expires: 10/17/2023
Records Officer's certification has expired.

St. George (Utah). Fire Department

Fire Station #1, 51 South 1000 East, St. George UT 84770

Records Officer(s)

Mrs. Christina Ann Fernandez

City Recorder
175 East 200 North
St. George, UT 84770
E-mail: christina.fernandez@sgcity.org
Description of Role: City Recorder

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 10/17/2022
Certification Expires: 10/17/2023
Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

St. George (Utah). Sports and Recreation

Records Officer(s)

Mrs. Christina Ann Fernandez

City Recorder

175 East 200 North

St. George, UT 84770

E-mail: christina.fernandez@sgcity.org

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 09/13/2013

Most Recent Certification: 10/17/2022

Certification Expires: 10/17/2023

Records Officer's certification has expired.

St. George (Utah). Utilities Department

175 East 200 North, St. George UT 84770

(435)627-4001

Records Officer(s)

Mrs. Christina Ann Fernandez

City Recorder

175 East 200 North

St. George, UT 84770

E-mail: christina.fernandez@sgcity.org

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 09/13/2013

Most Recent Certification: 10/17/2022

Certification Expires: 10/17/2023

Records Officer's certification has expired.

St. George (Utah). Water Department

Records Officer(s)

Mrs. Christina Ann Fernandez

City Recorder

175 East 200 North

St. George, UT 84770

E-mail: christina.fernandez@sgcity.org

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 09/13/2013

Most Recent Certification: 10/17/2022

Certification Expires: 10/17/2023

Records Officer's certification has expired.

St. George (Utah). Police Department

200 East 265 North, St. George UT 84770

Records Officer(s)

Mrs. Valerie L. Seely

265 North 200 East

St. George, UT 84770

E-mail: valerie.seely@sgcity.org

Description of Role: Office Supervisor for St. George Police Department over Records Department.



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 12/27/2013
Most Recent Certification: 11/16/2022
Certification Expires: 11/16/2023

Records Officer's certification has expired.

Christina Neel

St. George Police Records Supervisor
E-mail: christina.neel@sgcity.org

Records Officer Certification

Initial Certification: 10/03/2017
Most Recent Certification: 03/06/2023
Certification Expires: 03/06/2024

Records Officer's certification has expired.

Amy Harward

Agency Employee
E-mail: amy.harward@sgcity.org

Records Officer Certification

Initial Certification: 10/27/2020
Most Recent Certification: 10/12/2022
Certification Expires: 10/12/2023

Records Officer's certification has expired.

Mrs. Edith Mayer

Agency Employee
265 S 200 E
St. George, UT 84770
E-mail: edith.mayer@sgcity.org
Description of Role: Records Tech I

Records Officer Certification

Initial Certification: 10/29/2020
Most Recent Certification: 10/11/2022
Certification Expires: 10/11/2023

Records Officer's certification has expired.

Susan Merrill

Records Technician
E-mail: susan.merrill@sgcity.org

Records Officer Certification

Initial Certification: 11/25/2020
Most Recent Certification: 11/03/2021
Certification Expires: 11/03/2022

Records Officer's certification has expired.

Julia Clegg

E-mail: julia.clegg@sgcity.org

Records Officer Certification

Initial Certification: 01/27/2021
Most Recent Certification: 01/28/2022
Certification Expires: 01/28/2023

Records Officer's certification has expired.

Ms. Heather Hallman

St. George Police Department Records
E-mail: heather.hallman@sgcity.org
Description of Role: 911 Supervisor

Records Officer Certification

Initial Certification: 01/12/2021
Most Recent Certification: 12/21/2021
Certification Expires: 12/21/2022

Records Officer's certification has expired.

Mike Giles

Records Officer
E-mail: michael.giles@sgcity.org

Records Officer Certification

Initial Certification: 02/02/2022
Most Recent Certification: 03/06/2023
Certification Expires: 03/06/2024

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Gloria Farmer

St. George Police Records
E-mail: gloria.farmer@sgcity.org

Records Officer Certification

Initial Certification: 11/17/2021
Most Recent Certification: 11/17/2021
Certification Expires: 11/17/2022

Records Officer's certification has expired.

Ben Collet

St. George Police Records
E-mail: ben.collet@sgcity.org

Records Officer Certification

Initial Certification: 11/30/2021
Most Recent Certification: 11/30/2021
Certification Expires: 11/30/2022

Records Officer's certification has expired.

Patricia Barron

St. George Police Administrative Assistant
E-mail: patricia.barron@sgcity.org

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Sterling (Utah)

Town Hall, 110 West 100 North, P.O. Box 650069, Sterling UT 84665
435-835-1799

Records Officer(s)

Stacey Ann Lyon

Recorder/Clerk
60 North 100 West
PO Box 650069
Sterling, UT 84665
E-mail: sterling@mail.manti.com

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Stockton (Utah)

Town Hall, 18 N. Johnson St., P.O. Box 240, Stockton UT 84071
435-882-3877

Records Officer(s)

Martha Faaifoaso

Stockton Town Clerk
18 North Johnson Street
Stockton, UT 84071
E-mail: townclerk@stocktontown.org

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Laura Mott

Stockton Town Treasurer
18 North Johnson Street
Stockton, UT 84071



Municipality Agency Names

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with Authorized Records Officers

E-mail: treasurer@stocktontown.org

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Diana Degelbeck

E-mail: townclerk@stocktontown.org

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Sunset (Utah)

Sunset City Corporation, 200 West 1300 North, Sunset UT 84015

801-825-1628

Records Officer(s)

Nicole Supp

E-mail: nsupp@sunset-ut.com

Records Officer Certification

Initial Certification: 03/09/2022

Most Recent Certification: 03/09/2022

Certification Expires: 03/09/2023

Records Officer's certification has expired.

Mrs. Susan Rae Hale

Records Officer

Sunset City Corporation

200 W. 1300 N.

Sunset, UT 84015

E-mail: shale@sunset-ut.com

Description of Role: I am appointed by the Mayor as the Recorder of Sunset. One of my duties (by City Ordinance 1-7A-1(C)) is to keep the records of the City. GRAMA responder.

Records Officer Certification

Initial Certification: 04/27/2015

Most Recent Certification: 07/22/2021

Certification Expires: 07/22/2022

Records Officer's certification has expired.

Sunset (Utah). Police Department

200 W. 1300 N., Clearfield UT 84015

801-825-1620

Records Officer(s)

Lt Bruce Arbogast

Records Officer

200 W. 1300 N.

Clearfield, UT 84015

E-mail: barbogast@sunset-ut.com

Description of Role: GRAMA responder

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Syracuse (Utah)



Municipality Agency Names

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with Authorized Records Officers

Municipal Building, 1979 West 1900 South, Syracuse UT 84075
801-825-1477

Records Officer(s)

Cassie Brown

City Recorder
1979 West 1900 South
Syracuse, UT 84075
E-mail: cassieb@syracuseut.com

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 10/03/2022
Certification Expires: 10/03/2023

Records Officer's certification has expired.

Syracuse (Utah). Police Department

1751 S. 2000 W., Syracuse UT 84075
801-825-4400

Records Officer(s)

Mariana Molina

E-mail: mmolina@syracuseut.com

Records Officer Certification

Initial Certification: 09/21/2016
Most Recent Certification: 05/23/2022
Certification Expires: 05/23/2023

Records Officer's certification has expired.

Mazie Watters

Records Officer
1751 South 2000 West
Syracuse 84075
E-mail: mwatters@syracuseut.com

Records Officer Certification

Initial Certification: 12/31/2020
Most Recent Certification: 12/31/2020
Certification Expires: 12/31/2021

Records Officer's certification has expired.

Angie Poll

Agency Employee
1751 South 2000 West
1751 South 2000 West
Syracuse, UT 84075
E-mail: apoll@syracuseut.com

Records Officer Certification

Initial Certification: 04/19/2018
Most Recent Certification: 03/25/2022
Certification Expires: 03/25/2023

Records Officer's certification has expired.

Tabiona (Utah)

Tabiona Town Hall, 38152 West 3950 North, Tabiona UT 84072
435-848-5481

Records Officer(s)

Jenny Giles

Town Clerk
Tabiona Town Hall
38152 West 3950 North
Tabiona, UT 84072
E-mail: tabiona@ubtanet.com



Municipality Agency Names

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Description of Role: GRAMA responder.

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Taylorsville (Utah)

Taylorsville City Hall, 2600 West Taylorsville Blvd, Taylorsville UT 84119

801-963-5400

Records Officer(s)

Jamie Lyn Brooks

Records Officer

Taylorsville City Hall

2600 West Taylorsville Blvd.

Taylorsville, UT 84119

E-mail: jbrooks@taylorsvilleut.gov

Description of Role: 2019: Interim City Clerk/Recorder for the City of West Jordan
2020: City Recorder Taylorsville City

Records Officer Certification

Initial Certification: 10/01/2015

Most Recent Certification: 09/09/2022

Certification Expires: 09/09/2023

Records Officer's certification has expired.

Kris Heineman

E-mail: kheineman@taylorsvilleut.gov

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Taylorsville (Utah). Police Department.

Records Officer(s)

Donny Gasu

Agency Employee

8878 W Cyprus Street

Copperton, UT 84006

E-mail: dgasu@taylorsvilleut.gov

Description of Role: I will be the Records Manager for the Taylorsville City Police Department.

Records Officer Certification

Initial Certification: 05/07/2021

Most Recent Certification: 06/03/2022

Certification Expires: 06/03/2023

Records Officer's certification has expired.

Tooele (Utah)

Tooele City Hall, 90 North Main Street, Tooele UT 84074

435-843-2100

Records Officer(s)

Michelle Pitt

Recorder/Purchasing Agent

Tooele City Hall

90 N. Main Street

Tooele, UT 84074

E-mail: michellep@tooelecity.org

Description of Role: Tooele City Recorder



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 08/17/2022
Certification Expires: 08/17/2023
Records Officer's certification has expired.

Holly Potter

Records Officer
90 North Main Street
Tooele, UT 84074
E-mail: hollyp@tooelecitey.org
Description of Role: Deputy Recorder

Records Officer Certification

Initial Certification: 10/05/2021
Most Recent Certification: 09/26/2022
Certification Expires: 09/26/2023
Records Officer's certification has expired.

Tooele (Utah). City Attorney's Office.

Tooele (Utah). Community Development Department

90 North Main, Tooele UT 84074

Records Officer(s)

Michelle Pitt

Recorder/Purchasing Agent
Tooele City Hall
90 N. Main Street
Tooele, UT 84074
E-mail: michellep@tooelecitey.org
Description of Role: Tooele City Recorder

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 08/17/2022
Certification Expires: 08/17/2023
Records Officer's certification has expired.

Tooele (Utah). City Council

90 North Main Street, Tooele UT 84074
435 843-2100

Records Officer(s)

Michelle Pitt

Recorder/Purchasing Agent
Tooele City Hall
90 N. Main Street
Tooele, UT 84074
E-mail: michellep@tooelecitey.org
Description of Role: Tooele City Recorder

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 08/17/2022
Certification Expires: 08/17/2023
Records Officer's certification has expired.

Tooele (Utah). City Court

Tooele (Utah). Mayor



Municipality Agency Names

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with Authorized Records Officers

tooele city Hall, 90 North Main, Tooele UT 84074
435-843-2104

Tooele (Utah). City Recorder/Purchasing Agent

90 N Main, Tooele UT 84074
435 843-2100

Records Officer(s)

Michelle Pitt

Recorder/Purchasing Agent
Tooele City Hall
90 N. Main Street
Tooele, UT 84074
E-mail: michellep@tooelecity.org
Description of Role: Tooele City Recorder

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 08/17/2022
Certification Expires: 08/17/2023

Records Officer's certification has expired.

Holly Potter

Records Officer
90 North Main Street
Tooele, UT 84074
E-mail: hollyp@tooelecity.org
Description of Role: Deputy Recorder

Records Officer Certification

Initial Certification: 10/05/2021
Most Recent Certification: 09/26/2022
Certification Expires: 09/26/2023

Records Officer's certification has expired.

Tooele (Utah). Police Department

Tooele Police Department, 323 North Main Street, Tooele UT 84074
435-882-8900

Records Officer(s)

Michelle Pitt

Recorder/Purchasing Agent
Tooele City Hall
90 N. Main Street
Tooele, UT 84074
E-mail: michellep@tooelecity.org
Description of Role: Tooele City Recorder

Records Officer Certification

Initial Certification: 09/13/2013
Most Recent Certification: 08/17/2022
Certification Expires: 08/17/2023

Records Officer's certification has expired.

Jeremy Hansen

Agency Employee
Tooele Police Department
323 North Main Street
Tooele, UT 84074
E-mail: jhansen@tooelecity.org

Records Officer Certification

Initial Certification: 06/21/2017
Most Recent Certification: 06/21/2017
Certification Expires: 06/21/2018

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Toquerville (Utah)

212 N Toquer Blvd, 212 Toquer Blvd., P.O. Box 27, Toquerville UT 84774

4356351094

Records Officer(s)

Daisy Fuentes

212 North Toquer Blvd

Toquerville, UT 84774

E-mail: daisy@toquerville.org

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Daisy Fuentes

Records Officer

Toquerville City

212 N. Toquer Blvd.

Toquerville, UT 84774

E-mail: recorder@toquerville.org

Description of Role: City Recorder/Clerk

Records Officer Certification

Initial Certification: 11/25/2015

Most Recent Certification: 09/21/2022

Certification Expires: 09/21/2023

Records Officer's certification has expired.

Torrey (Utah)

Torrey Town Office, 51 East 1st North, P.O. Box 750027, Torrey UT 84775

435-425-3528

Records Officer(s)

Karen S Mayne

Town Clerk

75 East 100 North

Torrey, UT 84775

E-mail: karen@torreyutah.gov

Records Officer Certification

Initial Certification: 09/23/2022

Most Recent Certification: 10/04/2022

Certification Expires: 10/04/2023

Records Officer's certification has expired.

Tremonton (Utah)

Tremonton Civic Center, 102 South Tremont St., P.O. Box 100, Tremonton UT 84337

435-257-2625

Records Officer(s)

Linsey Nessen

Agency Employee

102 S. Tremont St.

Tremonton, UT 84337

E-mail: Inessen@tremontonciv.com

Description of Role: Deputy Recorder

Records Officer Certification

Initial Certification: 09/13/2013

Most Recent Certification: 03/01/2022

Certification Expires: 03/01/2023

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Mrs. Cynthia A Nelson

Agency Employee
102 S Tremont St
Tremonton, UT 84337
E-mail: cnelson@tremontoncity.com
Description of Role: Accounts Payable/Deputy Clerk

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 09/16/2022
Certification Expires: 09/16/2023

Records Officer's certification has expired.

Tiffany Briel

125 South 100 West
125 South 100 West
Tremonton, UT 84337
E-mail: tbriel@tremontoncity.com

Records Officer Certification

Initial Certification: 11/17/2020
Most Recent Certification: 11/17/2020
Certification Expires: 11/17/2021

Records Officer's certification has expired.

Tremonton (Utah). Police Department

125 South 100 West, Tremonton UT 84337
435-257-3131

Records Officer(s)

Tiffany Briel

125 South 100 West
125 South 100 West
Tremonton, UT 84337
E-mail: tbriel@tremontoncity.com

Records Officer Certification

Initial Certification: 11/17/2020
Most Recent Certification: 11/17/2020
Certification Expires: 11/17/2021

Records Officer's certification has expired.

Mrs. Tara Buckway

Records Officer
125 S 100 W
Tremonton, UT 84337
E-mail: tbuckway@tremontoncity.com
Description of Role: I am the Administrative Assistant at the Police Department and I manage the records department.

Records Officer Certification

Initial Certification: 11/23/2022
Most Recent Certification: 11/23/2022
Certification Expires: 11/23/2023

Records Officer's certification has expired.

Mandy Osborne

Records Officer
E-mail: mosborne@tremontoncity.com
Description of Role: Records Clerk

Records Officer Certification

Initial Certification: 11/28/2022
Most Recent Certification: 11/28/2022
Certification Expires: 11/28/2023

Records Officer's certification has expired.

Tremonton (Utah). Police Department. Unified Department.

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Mandy Osborne

Records Officer

E-mail: mosborne@tremontoncity.com

Description of Role: Records Clerk

Records Officer Certification

Initial Certification: 11/28/2022

Most Recent Certification: 11/28/2022

Certification Expires: 11/28/2023

Records Officer's certification has expired.

Tiffany Briel

125 South 100 West

125 South 100 West

Tremonton, UT 84337

E-mail: tbriel@tremontoncity.com

Records Officer Certification

Initial Certification: 11/17/2020

Most Recent Certification: 11/17/2020

Certification Expires: 11/17/2021

Records Officer's certification has expired.

Trenton (Utah)

Trenton Town Hall, 17 East Main, P.O. Box 77, Trenton UT 84338

435-563-9509

Records Officer(s)

Mrs. Macall Smith

Town Clerk

Trenton Town Hall

17 East Main

Trenton, UT 84338

E-mail: trentontown@hotmail.com

Description of Role: Town Clerk

Records Officer Certification

Initial Certification: 04/07/2014

Most Recent Certification: 11/08/2021

Certification Expires: 11/08/2022

Records Officer's certification has expired.

Tropic (Utah)

Heritage Center, 20 North Main St., P.O. Box 130, Tropic UT 84776

435-679-8713

Records Officer(s)

Dani Harding

Town Clerk

Tropic Town Hall

20 North Main Street

PO Box 130

Tropic, UT 84776

E-mail: townclerk@tropictown.org

Records Officer Certification

Initial Certification: 09/13/2013

Most Recent Certification: 02/28/2022

Certification Expires: 02/28/2023

Records Officer's certification has expired.

Mr. Jason Bybee

20 N Main

PO Box 130

Tropic, UT 84776

E-mail: bybe3713@gmail.com



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Uintah (Utah)

Uintah City Hall, 2191 East 6550 South, Uintah UT 84405
801-479-4130

Records Officer(s)

Tisha Dodgen

2191 E. 6550 S

Uintah, UT 84405

E-mail: tishadodgen@hotmail.com

Records Officer Certification

Initial Certification: 04/20/2022

Most Recent Certification: 04/20/2022

Certification Expires: 04/20/2023

Records Officer's certification has expired.

Kristi Bell

2191 East 6550 South

Uintah, UT 84405

E-mail: cckristibell@gmail.com

Records Officer Certification

Initial Certification: 04/20/2022

Most Recent Certification: 04/20/2022

Certification Expires: 04/20/2023

Records Officer's certification has expired.

Michelle Mortensen

Uintah City Recorder

E-mail: m.mortensen@uintahcity.com

Records Officer Certification

Initial Certification: 09/13/2021

Most Recent Certification: 08/08/2022

Certification Expires: 08/08/2023

Records Officer's certification has expired.

Vernal (Utah)

374 East Main, 374 East Main Street, Vernal UT 84078
4357892255

Records Officer(s)

Ken Bassett

City Manager

Vernal City Hall

374 East Main Street

Vernal, UT 84078

E-mail: kbassett@vernalcity.org

Description of Role: Records management and GRAMA

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Roxanne Behunin

Deputy City Recorder

Vernal City Hall

374 East Main Street

Vernal, UT 84078

E-mail: rmbehunin@vernalcity.org



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Description of Role: Deputy Recorder -

Records management and processing GRAMA requests

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 03/03/2023

Certification Expires: 03/03/2024

Records Officer's certification has expired.

Vernal (Utah). Police Department

Vernal Police Department, 374 East Main Street, Vernal UT 84078

435-789-5835

Records Officer(s)

Roxanne Behunin

Deputy City Recorder

Vernal City Hall

374 East Main Street

Vernal, UT 84078

E-mail: rmbehunin@vernalcity.org

Description of Role: Deputy Recorder -

Records management and processing GRAMA requests

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 03/03/2023

Certification Expires: 03/03/2024

Records Officer's certification has expired.

Vernon (Utah)

Vernon Town Hall, 325 South Main St., P.O. Box 134, Vernon UT 84080

435-790-3006

Records Officer(s)

Nicole Hillman

Town Clerk/Recorder

PO Box 134

325 S. Main Street

Vernon, UT 84080

E-mail: vernontownclerk@gmail.com

Description of Role: City records management

Records Officer Certification

Initial Certification: 07/05/2017

Most Recent Certification: 07/05/2017

Certification Expires: 07/05/2018

Records Officer's certification has expired.

Vineyard (Utah)

Vineyard, 125 South Main, Vineyard UT 84059

801 226-1929

Records Officer(s)

Pamela Spencer

City Recorder

125 South Main

Vineyard, UT 84059

E-mail: pams@vineyardutah.org

Description of Role: Town Clerk/Office Administrator



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Records Officer Certification

Initial Certification: 12/19/2013
Most Recent Certification: 07/22/2022
Certification Expires: 07/22/2023
Records Officer's certification has expired.

Vineyard (Utah). Administrative Law Judge/Hearing Officer.

Virgin (Utah)

Virgin Town Hall, 114 S. Mill St., PO Box 790008, Virgin UT 84779
435-635-4695

Records Officer(s)

Krystal Percival

Agency Employee
411 S Mill Street
PO Box 790008
Virgin, UT 84779
E-mail: clerk@virginutah.org
Description of Role: Town Clerk

Records Officer Certification

Initial Certification: 06/27/2021
Most Recent Certification: 06/27/2021
Certification Expires: 06/27/2022
Records Officer's certification has expired.

Krystal Percival

Town Clerk/Recorder
Virgin Town Hall
114 S. Mill St.
Box 790008
Virgin, UT 84779
E-mail: clerk@virgin.utah.gov

Records Officer Certification

Initial Certification: 08/25/2014
Most Recent Certification: 12/18/2018
Certification Expires: 12/18/2019
Records Officer's certification has expired.

Wales (Utah)

Wales Town Hall, 150 N. State, HC 13 Box 4274, Wales UT 84667
435-436-9345

Records Officer(s)

Kevin Washburn

Town Clerk
Wales Town Hall
150 N State
HC 13 Box 4274
Wales, UT 84667
E-mail: wales@cut.net

Records Officer Certification

Initial Certification: 03/29/2018
Most Recent Certification: 10/18/2022
Certification Expires: 10/18/2023
Records Officer's certification has expired.

Wallsburg (Utah)



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Civic Center, 60 W. Main Canyon Road, P.O. Box 52, Wallsburg UT 84082
435-654-4534

Records Officer(s)

Alisha O'Driscoll

Records Officer

E-mail: wallsburgtownclerk@gmail.com

Records Officer Certification

Initial Certification: 08/24/2022

Most Recent Certification: 08/24/2022

Certification Expires: 08/24/2023

Records Officer's certification has expired.

Washington City (Utah)

Washington City Hall, 111 North 100 East, Washington UT 84780
435-656-6300

Records Officer(s)

Tara Pentz

City Recorder

Washington City Offices

111 N 100 E

Washington, UT 84780

E-mail: recorder@washingtoncity.org

Records Officer Certification

Initial Certification: 04/28/2021

Most Recent Certification: 06/02/2022

Certification Expires: 06/02/2023

Records Officer's certification has expired.

Danice B Bulloch

Records Officer

Washington City Office

111 North 100 East

Washington, UT 84780

E-mail: recorder@washingtoncity.org

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 04/15/2013

Most Recent Certification: 05/01/2020

Certification Expires: 05/01/2021

Records Officer's certification has expired.

Lexi Ruesch

Records Officer

E-mail: lruesch@washingtoncity.org

Description of Role: Washington City Deputy Recorder

Records Officer Certification

Initial Certification: 07/15/2022

Most Recent Certification: 10/18/2022

Certification Expires: 10/18/2023

Records Officer's certification has expired.

Washington City (Utah). Police Department

Washington Police Department, 111 North 100 East, Washington UT 84780
435-986-1515

Records Officer(s)

Rachel Riley

Washington City Police Department

135 North 100 East

Washington, UT 84780



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

E-mail: rriley@washingtoncity.org

Records Officer Certification

Initial Certification: 05/16/2018

Most Recent Certification: 06/02/2022

Certification Expires: 06/02/2023

Records Officer's certification has expired.

Dennis Bailey

Washington City Police Dept.

135 North 100 East

Washington, UT 84780

E-mail: dbailey@washingtoncity.org

Records Officer Certification

Initial Certification: 07/01/2021

Most Recent Certification: 07/01/2021

Certification Expires: 07/01/2022

Records Officer's certification has expired.

Washington Terrace (Utah)

Washington Terrace City Hall, 5249 South 400 East, Washington Terrace UT 84405

801-393-8681

Records Officer(s)

Amy Rodriguez

City Recorder

Washington Terrace City Hall

5249 South 400 East

Washington Terrace, UT 84405

E-mail: amy@washingtonterracecity.org

Description of Role: All city records and GRAMA

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 06/02/2022

Certification Expires: 06/02/2023

Records Officer's certification has expired.

Wellington (Utah)

Wellington City Hall, 150 West Main Street, P.O. Box 559, Wellington UT 84542-0559

435-637-5213

Records Officer(s)

Johnny Powell

Fire Chief

PO Box 559

Wellington, UT 84542

E-mail: clfpowell@msn.com

Description of Role: Wellington Fire Police documents

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Glenna Nelson

City Recorder

Wellington City Hall

150 West Main Street

Wellington, UT 84542

E-mail: gnelson@wellingtonutah.org

Description of Role: Records Management, City Council Minutes, Planning and Zoning Secretary, Accounts Payable, Finance/Budget, Business Licenses, Cemetery



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Records Officer Certification

Initial Certification: 10/01/2015

Most Recent Certification: 09/24/2020

Certification Expires: 09/24/2021

Records Officer's certification has expired.

Gracie Procarione

Records Officer

150 W MAIN ST

PO BOX 559

WELLINGTON, UT 84542

E-mail: gprocarione@wellingtonutah.org

Description of Role: I am the new City Recorder for Wellington City

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Wellington (Utah). Police Department

150 W. Main Street, PO Box 559, Wellington UT 84542

435-6374830

Wellsville (Utah)

Wellsville City Hall, 75 East Main Street, PO Box 6, Wellsville UT 84339

435-245-3683

Records Officer(s)

Scott Wells

City Manager

Wellsville City Hall

75 East Main

Wellsville 84339

E-mail: swells@wellsvillecity.com

Records Officer Certification

Initial Certification: 10/23/2018

Most Recent Certification: 10/23/2018

Certification Expires: 10/23/2019

Records Officer's certification has expired.

Laurie Christensen

Justice Court Clerk

Wellsville City Hall

75 East Main

Wellsville, UT 84339-0006

E-mail: wellsvillecourt@comcast.net

Description of Role: Justice court records management

Records Officer Certification

Initial Certification: 05/29/2013

Most Recent Certification: 11/07/2018

Certification Expires: 11/07/2019

Records Officer's certification has expired.

Wendover (Utah)

Wendover Government Complex, 920 E. Wendover Blvd., P.O. Box 430, Wendover UT 84083

435-665-7030

Records Officer(s)



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Devan Clevenger

City Clerk
Wendover Government Complex
920 East Wendover Blvd.
Wendover, UT 84083
E-mail: devan@wendoverut.us

Records Officer Certification

Initial Certification: 05/09/2017
Most Recent Certification: 02/17/2023
Certification Expires: 02/17/2024

Records Officer's certification has expired.

Sasha Palafox

Recorder
City of Wendover
920 E Wendover Blvd
Wendover, UT 84083
E-mail: sasha@wendoverut.us
Description of Role: City Clerk

Records Officer Certification

Initial Certification: 07/14/2022
Most Recent Certification: 07/14/2022
Certification Expires: 07/14/2023

Records Officer's certification has expired.

West Bountiful (Utah)

West Bountiful City, 550 North 800 West, West Bountiful UT 84087
801-292-4486

Records Officer(s)

Cathy Brightwell

City Recorder
West Bountiful City Hall
550 North 800 West
West Bountiful, UT 84087
E-mail: cbrightwell@wbcity.org
Description of Role: All administrative records for West Bountiful City. Assistant to ARO and has authorization to act on behalf of ARO if ARO is absent. Also the GRAMA responder.

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 07/23/2018
Certification Expires: 07/23/2019

Records Officer's certification has expired.

West Bountiful (Utah). Police Department

550 N. 800 W., West Bountiful UT 84087
801-292-4487

Records Officer(s)

Jordyn O'Niones

Police Records Clerk
West Bountiful Police Department
550 North 800 West
West Bountiful, UT 84087
E-mail: Joniones@wbcity.org

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Cathy Brightwell

City Recorder

West Bountiful City Hall

550 North 800 West

West Bountiful, UT 84087

E-mail: cbrightwell@wbcity.org

Description of Role: All administrative records for West Bountiful City. Assistant to ARO and has authorization to act on behalf of ARO if ARO is absent. Also the GRAMA responder.

Records Officer Certification

Initial Certification: 09/13/2012

Most Recent Certification: 07/23/2018

Certification Expires: 07/23/2019

Records Officer's certification has expired.

West Haven City (Utah)

West Haven City Hall, 4150 South 3900 West, West Haven UT 84401

801-731-4519

Records Officer(s)

Emily Green

City Recorder

West Haven City Hall

4150 South 3900 West

West Haven, UT 84401

E-mail: emilyg@westhavencity.com

Records Officer Certification

Initial Certification: 03/18/2021

Most Recent Certification: 03/29/2022

Certification Expires: 03/29/2023

Records Officer's certification has expired.

West Jordan (Utah)

West Jordan City Hall, 8000 South Redwood Road, West Jordan UT 84088

801-569-5117

Records Officer(s)

Mr. Duncan T. Murray

Records Officer

8000 South Redwood Rd., 2nd Floor

West Jordan, UT 84088

E-mail: duncan.murray@westjordan.utah.gov

Description of Role: I am the Asst. City Attorney assigned by the City Attorney and Chief Administrative Officer to work with and provide legal advice to the City Recorder and other official City records officers

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Rachel Dority

Agency Employee

2826 W Lincoln Cv

South Jordan, UT 84095

E-mail: rachel.dority@westjordan.utah.gov

Description of Role: I am going to be helping the West Jordan City Recorder with distributing GRAMA requests and organizing requests.

Records Officer Certification

Initial Certification: 10/13/2021

Most Recent Certification: 09/23/2022

Certification Expires: 09/23/2023

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Tangee Sloan

West Jordan City Hall
8000 South Redwood Road
West Jordan, UT 84088
E-mail: tangee.sloan@westjordan.utah.gov
Description of Role: City recorder as of 9/10/20.

Records Officer Certification

Initial Certification: 10/30/2018
Most Recent Certification: 10/03/2022
Certification Expires: 10/03/2023

Records Officer's certification has expired.

Aundrea Ward

7602 South Jordan Landing Blvd
West Jordan, UT 84084
E-mail: aundrea.ward@westjordan.utah.gov

Records Officer Certification

Initial Certification: 12/06/2021
Most Recent Certification: 01/17/2023
Certification Expires: 01/17/2024

Records Officer's certification has expired.

Tiffany Ekins

7960 South 4000 West
West Jordan, UT 84088
E-mail: Tiffany.Ekins@westjordan.utah.gov

Records Officer Certification

Initial Certification: 06/01/2022
Most Recent Certification: 06/01/2022
Certification Expires: 06/01/2023

Records Officer's certification has expired.

West Jordan (Utah). Fire Department.

7602 South Jordan Landing Blvd, West Jordan UT 84084
801-260-7300

Records Officer(s)

Aundrea Ward

7602 South Jordan Landing Blvd
West Jordan, UT 84084
E-mail: aundrea.ward@westjordan.utah.gov

Records Officer Certification

Initial Certification: 12/06/2021
Most Recent Certification: 01/17/2023
Certification Expires: 01/17/2024

Records Officer's certification has expired.

Rachel Dority

Agency Employee
2826 W Lincoln Cv
South Jordan, UT 84095
E-mail: rachel.dority@westjordan.utah.gov
Description of Role: I am going to be helping the West Jordan City Recorder with distributing GRAMA requests and organizing requests.

Records Officer Certification

Initial Certification: 10/13/2021
Most Recent Certification: 09/23/2022
Certification Expires: 09/23/2023

Records Officer's certification has expired.

West Jordan (Utah). Sexton

Records Officer(s)



Municipality Agency Names

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with Authorized Records Officers

Rachel Dority

Agency Employee
2826 W Lincoln Cv
South Jordan, UT 84095
E-mail: rachel.dority@westjordan.utah.gov
Description of Role: I am going to be helping the West Jordan City Recorder with distributing GRAMA requests and organizing requests.

Records Officer Certification

Initial Certification: 10/13/2021
Most Recent Certification: 09/23/2022
Certification Expires: 09/23/2023

Records Officer's certification has expired.

West Jordan (Utah). City Court

8010 S. Redwood Rd., West Jordan UT 84084
801-256-2290

Records Officer(s)

Rachel Dority

Agency Employee
2826 W Lincoln Cv
South Jordan, UT 84095
E-mail: rachel.dority@westjordan.utah.gov
Description of Role: I am going to be helping the West Jordan City Recorder with distributing GRAMA requests and organizing requests.

Records Officer Certification

Initial Certification: 10/13/2021
Most Recent Certification: 09/23/2022
Certification Expires: 09/23/2023

Records Officer's certification has expired.

West Jordan (Utah). Police Department

8040 S. Redwood Rd., West Jordan UT 84088
801-256-2000

Records Officer(s)

Jade McCourt

Records Technician
8040 S Redwood Road
West Jordan, UT 84088
E-mail: Jade.McCourt@westjordan.utah.gov

Records Officer Certification

Initial Certification: 05/30/2019
Most Recent Certification: 11/03/2021
Certification Expires: 11/03/2022

Records Officer's certification has expired.

Melanie Heitman

Records Officer
E-mail: melanie.heitman@westjordan.utah.gov

Records Officer Certification

Initial Certification: 10/29/2020
Most Recent Certification: 11/02/2021
Certification Expires: 11/02/2022

Records Officer's certification has expired.

Miriam Noemi Delatorre

Records Officer
5822 S Crest Flower Way
Kearns, UT 84118
E-mail: miriam.delatorre@westjordan.utah.gov
Description of Role: Records Technician for West Jordan Police



Municipality Agency Names

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with Authorized Records Officers

Records Officer Certification

Initial Certification: 10/29/2020
Most Recent Certification: 11/02/2021
Certification Expires: 11/02/2022

Records Officer's certification has expired.

Ashlee Jarvis

Agency Employee

E-mail: ashlee.chance@westjordan.utah.gov

Records Officer Certification

Initial Certification: 10/30/2020
Most Recent Certification: 11/03/2021
Certification Expires: 11/03/2022

Records Officer's certification has expired.

Anne Fitzgerald

Records Officer

8040 S. Redwood Road

West Jordan, UT 84088

E-mail: anne.fitzgerald@westjordan.utah.gov

Description of Role: Records technician-West Jordan PD

Records Officer Certification

Initial Certification: 12/01/2020
Most Recent Certification: 11/17/2021
Certification Expires: 11/17/2022

Records Officer's certification has expired.

Rochelle Montanez

Records Officer

E-mail: rochelle.montanez@westjordan.utah.gov

Records Officer Certification

Initial Certification: 09/17/2021
Most Recent Certification: 09/27/2022
Certification Expires: 09/27/2023

Records Officer's certification has expired.

Rachel Dority

Agency Employee

2826 W Lincoln Cv

South Jordan, UT 84095

E-mail: rachel.dority@westjordan.utah.gov

Description of Role: I am going to be helping the West Jordan City Recorder with distributing GRAMA requests and organizing requests.

Records Officer Certification

Initial Certification: 10/13/2021
Most Recent Certification: 09/23/2022
Certification Expires: 09/23/2023

Records Officer's certification has expired.

Karina Samaniego

Records Officer

8040 S Redwood Rd

West Jordan, UT 84088

E-mail: karina.samaniego@westjordan.utah.gov

Description of Role: Records Technician

Records Officer Certification

Initial Certification: 01/21/2022
Most Recent Certification: 01/21/2022
Certification Expires: 01/21/2023

Records Officer's certification has expired.

Brooke Kurzen

Records Officer

E-mail: brooke.kurzen@westjordan.utah.gov

Description of Role: Police Records Technician

Records Officer Certification

Initial Certification: 01/21/2022
Most Recent Certification: 01/21/2022
Certification Expires: 01/21/2023

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Tricia Breinholt

8040 South Redwood Road
West Jordan, UT 84088
E-mail: Tricia.Breinholt@westjordan.utah.gov

Records Officer Certification

Initial Certification: 10/12/2020
Most Recent Certification: 10/12/2022
Certification Expires: 10/12/2023

Records Officer's certification has expired.

West Jordan (Utah). Treasurer

Records Officer(s)

Rachel Dority

Agency Employee
2826 W Lincoln Cv
South Jordan, UT 84095
E-mail: rachel.dority@westjordan.utah.gov
Description of Role: I am going to be helping the West Jordan City Recorder with distributing GRAMA requests and organizing requests.

Records Officer Certification

Initial Certification: 10/13/2021
Most Recent Certification: 09/23/2022
Certification Expires: 09/23/2023

Records Officer's certification has expired.

West Point (Utah)

West Point City Hall, 3200 West 300 North, West Point City UT 84015
801-776-0970

Records Officer(s)

Boyd R Davis

Assistant City Manager
3200 West 300 North
West Point, UT 84015
E-mail: bdavis@westpointcity.org

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:

Records Officer has not completed required training certification.

Mrs. Casey Ann Arnold

City Recorder
West Point City Hall
3200 West 300 North
West Point City, UT 84015
E-mail: carnold@westpointcity.org
Description of Role: I am the City Recorder/Cemetery Administrator for West Point City and GRAMA.

Records Officer Certification

Initial Certification: 09/13/2012
Most Recent Certification: 09/14/2022
Certification Expires: 09/14/2023

Records Officer's certification has expired.

Katie Hansen

3200 West 300 North
West Point, UT 84015
E-mail: khansen@westpointcity.org

Records Officer Certification

Initial Certification: 03/08/2023
Most Recent Certification: 03/08/2023
Certification Expires: 03/08/2024

Records Officer's certification has expired.



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

West Valley City (Utah)

West Valley City Hall, 3600 South Constitution Blvd, West Valley City UT 84119

801-966-3600

Records Officer(s)

Nichole Camac

City Recorder

West Valley City Hall

3600 South Constitution Blvd

West Valley City, UT 84119

E-mail: Nichole.Camac@wvc-ut.gov

Description of Role: I am the City Recorder for West Valley City and will be replacing Sheri McKendrick as the Chief Administrative Officer

Records Officer Certification

Initial Certification: 12/07/2015

Most Recent Certification: 12/20/2022

Certification Expires: 12/20/2023

Records Officer's certification has expired.

West Valley City (Utah). Community Preservation Department.

4522 W 3500 S, West Valley City UT 84120

West Valley City (Utah). City Council

West Valley City Hall, 3600 South Constitution Blvd., West Valley City UT 84119

801 966-3600

Records Officer(s)

Nichole Camac

City Recorder

West Valley City Hall

3600 South Constitution Blvd

West Valley City, UT 84119

E-mail: Nichole.Camac@wvc-ut.gov

Description of Role: I am the City Recorder for West Valley City and will be replacing Sheri McKendrick as the Chief Administrative Officer

Records Officer Certification

Initial Certification: 12/07/2015

Most Recent Certification: 12/20/2022

Certification Expires: 12/20/2023

Records Officer's certification has expired.

West Valley City (Utah). City Manager

West Valley City Hall, 3000 South Constitution Blvd., West Valley City UT 84119

801 974-5501

Records Officer(s)

Nichole Camac

City Recorder

West Valley City Hall

3600 South Constitution Blvd

West Valley City, UT 84119

E-mail: Nichole.Camac@wvc-ut.gov

Description of Role: I am the City Recorder for West Valley City and will be replacing Sheri McKendrick as the Chief Administrative Officer



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Records Officer Certification

Initial Certification: 12/07/2015

Most Recent Certification: 12/20/2022

Certification Expires: 12/20/2023

Records Officer's certification has expired.

West Valley City (Utah). Department of Administration

West Valley City Hall, 3000 South Constitution Blvd., West Valley City UT 84119

801 966-3600

Records Officer(s)

Nichole Camac

City Recorder

West Valley City Hall

3600 South Constitution Blvd

West Valley City, UT 84119

E-mail: Nichole.Camac@wvc-ut.gov

Description of Role: I am the City Recorder for West Valley City and will be replacing Sheri McKendrick as the Chief Administrative Officer

Records Officer Certification

Initial Certification: 12/07/2015

Most Recent Certification: 12/20/2022

Certification Expires: 12/20/2023

Records Officer's certification has expired.

West Valley City (Utah). City Attorney

West Valley City Hall, 3000 South Constitution Blvd., West Valley City UT 84119

801-974-5501

Records Officer(s)

Nichole Camac

City Recorder

West Valley City Hall

3600 South Constitution Blvd

West Valley City, UT 84119

E-mail: Nichole.Camac@wvc-ut.gov

Description of Role: I am the City Recorder for West Valley City and will be replacing Sheri McKendrick as the Chief Administrative Officer

Records Officer Certification

Initial Certification: 12/07/2015

Most Recent Certification: 12/20/2022

Certification Expires: 12/20/2023

Records Officer's certification has expired.

West Valley City (Utah). Finance Department

West Valley City Hall, 3000 South Constitution Blvd., West Valley City UT 84119

801 974-5501

Records Officer(s)

Nichole Camac

City Recorder

West Valley City Hall

3600 South Constitution Blvd

West Valley City, UT 84119

E-mail: Nichole.Camac@wvc-ut.gov

Description of Role: I am the City Recorder for West Valley City and will be replacing Sheri McKendrick as the Chief Administrative Officer



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Records Officer Certification

Initial Certification: 12/07/2015

Most Recent Certification: 12/20/2022

Certification Expires: 12/20/2023

Records Officer's certification has expired.

West Valley City (Utah). Fire Department

3600 South Constitution Blvd., West Valley City UT 84119

Records Officer(s)

Nichole Camac

City Recorder

West Valley City Hall

3600 South Constitution Blvd

West Valley City, UT 84119

E-mail: Nichole.Camac@wvc-ut.gov

Description of Role: I am the City Recorder for West Valley City and will be replacing Sheri McKendrick as the Chief Administrative Officer

Records Officer Certification

Initial Certification: 12/07/2015

Most Recent Certification: 12/20/2022

Certification Expires: 12/20/2023

Records Officer's certification has expired.

West Valley City (Utah). Community & Economic Development

West Valley City Hall, 3000 South Constitution Blvd., Salt Lake City UT 84119

801 966-3600

Records Officer(s)

Nichole Camac

City Recorder

West Valley City Hall

3600 South Constitution Blvd

West Valley City, UT 84119

E-mail: Nichole.Camac@wvc-ut.gov

Description of Role: I am the City Recorder for West Valley City and will be replacing Sheri McKendrick as the Chief Administrative Officer

Records Officer Certification

Initial Certification: 12/07/2015

Most Recent Certification: 12/20/2022

Certification Expires: 12/20/2023

Records Officer's certification has expired.

West Valley City (Utah). Parks and Recreation

3600 Constitution Blvd., West Valley City UT 84119

801 966-3600

Records Officer(s)

Nichole Camac

City Recorder

West Valley City Hall

3600 South Constitution Blvd

West Valley City, UT 84119

E-mail: Nichole.Camac@wvc-ut.gov

Description of Role: I am the City Recorder for West Valley City and will be replacing Sheri McKendrick as the Chief Administrative Officer

Records Officer Certification

Initial Certification: 12/07/2015

Most Recent Certification: 12/20/2022

Certification Expires: 12/20/2023

Records Officer's certification has expired.



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

West Valley City (Utah). Public Works Department

West Valley City Hall, 3000 South Constitution Blvd., West Valley City UT 84119
801 966-3600

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West Valley City (Utah). Police Department

3575 South Market Street, West Valley City UT 84119
801 966-3226

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West Valley City (Utah). Recorder

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White City Metro Township (Utah)



Municipality Agency Names

Updated: 10/04/2024 12:03 AM

with Authorized Records Officers

Willard (Utah)

Willard City Hall, 80 West 50 South, P.O. Box 593, Willard UT 84340

435-734-9881

Records Officer(s)

Michelle Drago

80 West 50 South

Willard, UT 84340

E-mail: mdrago@willardcity.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Susan Obray

City Recorder

E-mail: sobray@willardcity.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Willard (Utah). Police Department

PO Box 593, Willard UT 84340

435-734-9881

Records Officer(s)

Theron Fielding

80 West 50 South

Willard, UT 84340

E-mail: tfielding@willardcity.com

Records Officer Certification

Initial Certification: 03/10/2023

Most Recent Certification: 03/10/2023

Certification Expires: 03/10/2024

Records Officer's certification has expired.

Lisa Clark

80 West 50 South

Willard, UT 84340

E-mail: lclark@willardcity.com

Records Officer Certification

Initial Certification:

Most Recent Certification:

Certification Expires:

Records Officer has not completed required training certification.

Michelle K. Vest-Snarr

Records Officer

80 W 50 S

PO Box 593

Willard, UT 84340

E-mail: willardcity@comcast.net

Description of Role: City Recorder

Records Officer Certification

Initial Certification: 02/11/2021

Most Recent Certification: 02/11/2021

Certification Expires: 02/11/2022

Records Officer's certification has expired.



Municipality Agency Names

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with Authorized Records Officers

Jean Loveland

Police Chief
PO Box 593
Willard, UT 84340
E-mail: jloveland@willardcity.com

Records Officer Certification

Initial Certification:
Most Recent Certification:
Certification Expires:
Records Officer has not completed required training certification.

Woodland Hills (Utah)

City of Woodland Hills, 200 South Woodland Hills Drive, Woodland Hills UT 84653
801-423-1962

Records Officer(s)

Jody Stones

City Recorder
City of Woodland Hills
200 S Woodland Hills Dr
Woodland Hills, UT 84653
E-mail: recorder@woodlandhills-ut.gov
Description of Role: Records management

Records Officer Certification

Initial Certification: 03/21/2019
Most Recent Certification: 05/03/2022
Certification Expires: 05/03/2023
Records Officer's certification has expired.

Woodruff (Utah)

P.O. Box 154, 195 S Main, Woodruff UT 84086
435 793-4201

Records Officer(s)

Anelisa Bell

Records Officer
195 South Main
Woodruff, UT 84086
E-mail: bbell@allwest.net

Records Officer Certification

Initial Certification: 12/20/2016
Most Recent Certification: 06/10/2022
Certification Expires: 06/10/2023
Records Officer's certification has expired.

Anelisa Bell

Records Officer
195 S. Main
PO Box 154
Woodruff, UT 84086
E-mail: woodruff@allwest.net
Description of Role: I am the Woodruff Town Clerk and have been appointed as the official records Officer.

Records Officer Certification

Initial Certification: 12/20/2016
Most Recent Certification: 06/10/2022
Certification Expires: 06/10/2023
Records Officer's certification has expired.

Woods Cross (Utah)

Woods Cross City Hall, 1555 South 800 West, Woods Cross UT 84087
801-292-4421



Municipality Agency Names

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with Authorized Records Officers

Records Officer(s)

Elizabeth Redford

Records Officer
1555 South 800 West
Woods Cross, UT 84087
E-mail: eredford@woodscross.com

Records Officer Certification

Initial Certification: 04/01/2020
Most Recent Certification: 04/01/2020
Certification Expires: 04/01/2021

Records Officer's certification has expired.

Mrs. Annette S Hanson

Records Officer
Woods Cross City Hall
1555 South 800 West
Woods Cross, UT 84087
E-mail: ahanson@woodscross.com
Description of Role: City Recorder and Finance Clerk

Records Officer Certification

Initial Certification: 01/03/2019
Most Recent Certification: 11/29/2022
Certification Expires: 11/29/2023

Records Officer's certification has expired.

Michelle Rowley

Woods Cross Police Department
1555 South 800 West
Woods Cross, UT 84087
E-mail: mrowley@woodscross.com

Records Officer Certification

Initial Certification: 02/07/2020
Most Recent Certification: 01/12/2023
Certification Expires: 01/12/2024

Records Officer's certification has expired.

Woods Cross (Utah). Justice Court

1555 South 800 West, Woods Cross UT 84087
801-677-1001

Woods Cross (Utah). Police Department

1555 South 800 West, Woods Cross UT 84087
801-292-4422

Records Officer(s)

Michelle Rowley

Woods Cross Police Department
1555 South 800 West
Woods Cross, UT 84087
E-mail: mrowley@woodscross.com

Records Officer Certification

Initial Certification: 02/07/2020
Most Recent Certification: 01/12/2023
Certification Expires: 01/12/2024

Records Officer's certification has expired.

Mrs. Annette S Hanson

Records Officer
Woods Cross City Hall
1555 South 800 West
Woods Cross, UT 84087
E-mail: ahanson@woodscross.com
Description of Role: City Recorder and Finance Clerk



Municipality Agency Names

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