

MINUTES UTAH
COUNTRY RECORDER STANDARDS BOARD
December 8, 2025 1:00 P.M.

CONVENED: 1:02 P.M.

ADJOURNED: 1:48 P.M

DOPL STAFF PRESENT:

Licensing Administrator: Larry Marx

Board Secretary: Allison Pulsipher

BOARD MEMBERS PRESENT:

Chad Montgomery
Ryan Allred
Ben Stanley
Rachael Ortiz
Shelley Brennan

Gage Zobell
Robert Hartshorn
Kreg Wagner
Rashelle Hobbs

BOARD MEMBERS ABSENT:

GUESTS:

Terrah Anderson
Amy Peuler, HOA Ombudsman's
Office

Erin Rider, HOA Ombudsman's
Office

Note: Other guests may have been in attendance electronically but were not identified.

ADMINISTRATIVE BUSINESS:

Call Meeting to Order

Ms. Hobbs called the meeting to order at 1:02 p.m.

Read and Approve October 6, 2025 Minutes (0:02:50)

Mr. Wagner motioned to approve the minutes as written.

Mr. Allred seconded the motion.

The Board passed the motion unanimously.

Discussion Items:

Standards Review: Letter of Testamentary (0:03:38)

Ms. Hobbs started the discussion by informing the Board why the Utah Association of County Recorders are bringing this standard to the Board.

Ms. Hobbs reviewed the standard with the Board.

Mr. Stanley asked for clarification regarding section 2.3.2 Affidavit Evidencing Authority of Personal Representative.

Mr. Stanley asked for clarification regarding the requirement for 2.1.2 Information Consistency.

Mr. Montgomery explained to the Board how most county recorder offices would process this information.

Ms. Ortiz asked if the standard needed to be updated or if the standard could refer to the previously passed standards “Name Discrepancies – Individuals”.

Ms. Ortiz informed the Board of some issues her office has had after some of the County Recorders Offices have already implemented this standard.

Mr. Montgomery informed the Board what he would do at his county office.

Ms. Hobbs stated they could take the standard back to the county recorder offices to ask for input on the types of documents that can be attached.

Mr. Stanley stated he agreed clarification may be needed before the standard is approved.

Mr. Allred explained to the Board a few ways he could see the document requirements interpreted by the different offices.

Ms. Brennan informed the Board what she had been doing in her office.

Mr. Hartshorn asked for clarification regarding the use of ‘*may*’ or ‘*shall*’ in this standard.

Mr. Zobell motioned to approve the standard with the changes discussed.

Ms. Brennan seconded the motion.

The Board motion passed.

Waiving Fees -Government Entity (0:34:37)

Ms. Hobbs stated the discussion by informing the Board she is seeing in her office.

Ms. Hobbs stated she will be addressing the issue internally unless the Board felt the need to discuss this issue.

Mr. Stanley recommended Ms. Hobbs’ shares her solution with the other county offices as they may be experiencing the same issues.

Boundary Line Establishment Update (0:38:52)

Mr. Montgomery reminded the Board why this topic is on the agenda today.

Mr. Montgomery stated they hope to have a standard to present by the next board meeting.

Upcoming Meeting:

2026: February 2nd, April 13th, June 8th, August 3rd, October 5th, December 7th

ADJOURN:

Meeting adjourned at 1:48 P.M.

Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.

2/03/2026 (ss) *Rashelle Hobbs*
Date Approved **Chairperson, County Recorder Standards Board**

2/3/2026 (ss) *Larry Marx*
Date Approved **Licensing Administrator, DOPL**