

**From:** Bryan Thompson  
**To:** [Cindy LoPiccolo](mailto:Cindy.LoPiccolo)  
**Subject:** RE: City of Saratoga Springs - 2017 Municipal Election  
**Date:** Saturday, March 11, 2017 9:35:19 PM  
**Attachments:** [ATT00001.png](#)  
[ATT00002.png](#)

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Cindy,

Just wanted to provide you with an update on the Election options, as everything came into a clear focus on Thursday and Friday of this past week. I will be out of the office all of next week, so I wanted to make sure and follow-up before I left town. Also my staff will be sending out a survey this week, just to gauge which direction the cities, are leaning as some like Saratoga Springs have asked for a little more time. Up until the last few days we have been keeping all options open, with our main proposal being "Vote by Mail" for the Cities that wanted the Counties support. With the Legislative session now behind us, and in consultation with our Elections vendor, Dominion Voting, we now have a clearer picture of what we can feasible handle. Based upon various issues, including available resources from Dominion, we will be limited to one option ( type of election) that we can administer this year as a County. The resources and support from Dominion are focused on Vote by Mail, so that is the direction we will be taking as the County Elections Office.

Any cities, which at this point seem to be just a 3 or 4, that want to do a traditional polling place election will need to self administer or contract with Carr Printing to do a paper ballot election. The electronic voting machines will not be available for use, as the Vendor is not in a position to support their use this election cycle. If your city council decides to go with a traditional polling place election, we are available to answer questions, and offer suggestions to assist as we can.

The Legislation requiring return postage on by mail ballots did not pass, so if are open to reducing that expense in our cost proposals if that is what all the cities decide. We just need to be consistent through out the County for logistical purposes.

Scott Hogensen, my Chief Deputy, will be in the office this next week, so you can follow-up with him in my absence. His phone number is 801-851-8124.

Bryan Thompson  
Utah County Clerk/ Auditor

>>> Cindy LoPiccolo <[CLoPiccolo@saratogaspringscity.com](mailto:CLoPiccolo@saratogaspringscity.com)> 3/9/2017 4:51 PM >>>

I'm sorry, the 4<sup>th</sup> was cancelled due to Spring Break. So the next meeting would be April 18<sup>th</sup> if that is okay.

**Cindy LoPiccolo, MMC**  
City Recorder  
City of Saratoga Springs  
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Saratoga Springs, Utah 84045  
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**From:** Bryan Thompson [mailto:BryanT@utahcounty.gov]  
**Sent:** Thursday, March 9, 2017 4:47 PM  
**To:** Cindy LoPiccolo  
**Subject:** Re: City of Saratoga Springs - 2017 Municipal Election

Cindy,

April 4th will be just fine on our end. As I mentioned in my email, there are still a couple of loose ends. We will get back to you as we are able to firm things up in the next week or so.

Bryan

>>> Cindy LoPiccolo <[CLoPiccolo@saratogaspringscity.com](mailto:CLoPiccolo@saratogaspringscity.com)> 3/9/2017 10:15 AM >>>

Good morning, Bryan – I wanted to let you know that the Council delayed further discussion until the firmer information comes from your office. I believe you said mid-March or so. It would probably then be talked about at their April 4 meeting. Unless you think I should put it on the March 21 agenda. I know you are needing an answer early April. Thank you sincerely for your assistance and patience.

Cindy

**Cindy LoPiccolo, MMC**  
City Recorder  
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**From:** Scott Hogensen  
**To:** [terilyn@afcity.net](mailto:terilyn@afcity.net); [cwarnock@alpinecity.org](mailto:cwarnock@alpinecity.org); [cmulvey@cedarhills.org](mailto:cmulvey@cedarhills.org); [goshentown@cut.net](mailto:goshentown@cut.net); [rachelle.conner@draper.ut.us](mailto:rachelle.conner@draper.ut.us); [royce@elkridgecity.org](mailto:royce@elkridgecity.org); [fkofoed@Emcity.org](mailto:fkofoed@Emcity.org); [genolaclerk@gmail.com](mailto:genolaclerk@gmail.com); [vondacook@gmail.com](mailto:vondacook@gmail.com); [mbanasky@lehi-ut.gov](mailto:mbanasky@lehi-ut.gov); [kmoosman@lindoncity.org](mailto:kmoosman@lindoncity.org); [cbrown@mapleton.org](mailto:cbrown@mapleton.org); [dweaver@orem.org](mailto:dweaver@orem.org); [sarah@payson.org](mailto:sarah@payson.org); [kkresser@pgcity.org](mailto:kkresser@pgcity.org); [jweiss@provo.utah.gov](mailto:jweiss@provo.utah.gov); [jeffn@sailemcity.org](mailto:jeffn@sailemcity.org); [sfarnsworth@santaquin.org](mailto:sfarnsworth@santaquin.org); [clopiccolo@saratogasprings.com](mailto:clopiccolo@saratogasprings.com); [Cindy LoPiccolo](mailto:Cindy LoPiccolo); [Kent Clark](mailto:Kent Clark); [krayburn@springville.org](mailto:krayburn@springville.org); [pams@vineyardtown.com](mailto:pams@vineyardtown.com); [recorder@woodlandhills.cc](mailto:recorder@woodlandhills.cc); [chybarnson\\_fairfieldtown@yahoo.com](mailto:chybarnson_fairfieldtown@yahoo.com)  
**Cc:** [Bryan Thompson](mailto:Bryan Thompson)  
**Subject:** Re: City Elections 2017  
**Date:** Monday, March 13, 2017 4:26:30 PM  
**Attachments:** [ATT00001.png](#)

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Kent et al,

1. **Final Cost** - I can only answer in detail once we know which cities will participate. There is a fixed equipment and programming cost, in the initial estimate of cost per voter this is quoted on the assumption that all cities will participate. The fewer that participate the higher the unit cost.

So far it looks like most plan on contracting so far, so the cost does not have a lot of potential to go up. Keep in mind by far the largest part of your cost will be in printing and postage, which will not vary as we should have sufficient postal volume for the best rates.

2. **Who does what** - The County proposes to do everything except for notices, candidate filing & operate voter service centers. We will even present a unified Canvass of all results and then provide the final numbers to the City.

3. **What is included in the \$** - This stated rate includes everything but notices, filing, and costs to operate your service center. Any paper supplies needed for the service center are not included but will be provided by K&H Printers or the County. As stated above this cost may increase if a significant number of cities do not contract with the County. This rate is based on sending an initial large batch of ballots that should be 90% of your ballots, plus a subsequent batch or batches that will be about 10% of your voters. The stated rate includes return postage.

4. **Results** - The results will be presented by the standard methods built into the system we will use. As this is a more recent counting system it is likely to produce something more advanced and flexible than the PDFs created by the current system.

5. **Who is Election Official** - This is a good question that I will need clarification from legal. Cities will provide required notices, take filings and disclosures as well as be involved in the ballot proofing process. Having said this the County will do everything else, including Canvassing final results.

We should from now on call the polling place a "Voter Service Center" as it is intended to serve just those who need replacement or provisional ballots and ADA access. They are not intended to be a replacement for polling places. Calling them anything that even sounds like a polling place is setting us up for trouble.

## **Scott C. Hogensen, CERA**

Chief Deputy Clerk/Auditor, Utah County

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>>> Kent Clark <kent@spanishfork.org> 3/13/2017 3:36 PM >>>

Scott,

When will we receive a copy of the inter local agreement with the County? We need to have all the details to the agreement. A month ago, in our group meeting with you, Bryan stated each city would have to work out our own agreement with the county. You only gave us two rates as an estimated rate for the Primary and the General Election. The follow are a few of the things we need to understand:

What are the County's responsibilities?

What is the individual City's responsibility?

What will the stated rate cover?

Costs: Postage (both ways)? Voter information card? Noticing? Secure Voter Ballot Boxes in each city? Voter information Pamphlet (how to VBM)?

How will Election results be announced? Timing? By whom?

Who will be the Election Officer for each city's election? What role will the City Recorder play?

Costs of the "Voting Center"? Judges? Provisional Ballot supplies? (ballots and envelopes)? Secure Ballot Boxes?

Thanks,

Kent Clark

On 3/13/2017 1:44 PM, Scott Hogensen wrote:

Hi,

Just touching bases with everyone as to where you are with administration for the 2017 Election. The deadline in April is not that far off, plus I am having a number of cities try to nail down potential final costs, so it is a good time to check in with everyone. Please give me an indication of where you are on the following:

1. Will you be contracting with Utah County? - the more cities contract the lower the unit cost per voter will be.
2. Will you want to pay return postage?

On #2 we need to have uniformity to have consistent elections, plus this will help prevent voter confusion as voters will not need to figure out if the city they live in is paying postage. This will also reduce printing costs as we will only need one type of return envelope. The County would like the cities to come upon an agreed decision amongst yourselves on this, that the contracting municipalities tell us as a group what you want.

We also need to consider the issue of designing and sending out a voter information postcard.

Please have a look at the 2017 list of City Recorders on the County web site and report any changes to me.

<http://www.utahcounty.gov/Dept/ClerkAud/Elections/2017CityRecorders.htm>

Thanks in advance!!

**Scott C. Hogensen, CERA**

Chief Deputy Clerk/Auditor, Utah County

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## Cindy LoPiccolo

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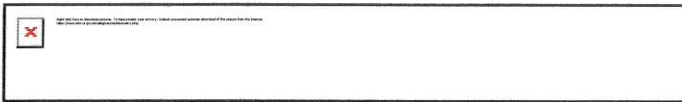
**From:** Marilyn Banasky <mbanasky@lehi-ut.gov>  
**Sent:** Wednesday, March 15, 2017 7:42 AM  
**To:** Cindy LoPiccolo; Kent Clark; Donna Weaver; Scott Hogensen; terilyn@afcity.net; cwarnock@alpinecity.org; cmulvey@cedarhills.org; goshentown@cut.net; rachel.conner@draper.ut.us; royce@elkridgecity.org; fkofoed@Emcity.org; genolaclerk@gmail.com; vondacook@gmail.com; kmoosman@lindoncity.org; cbrown@mapleton.org; sarah@payson.org; kkresser@pgcity.org; jweiss@provo.utah.gov; jeffn@salemcity.org; sfarnsworth@santaquin.org; clopiccolo@saratogasprings.com; krayburn@springville.org; pams@vineyardtown.com; recorder@woodlandhills.cc; chybarnson\_fairfieldtown@yahoo.com  
**Cc:** bryant@utahcounty.gov  
**Subject:** RE: City Elections 2017

All,

I have used Utah County to coordinate most of my municipal elections. Last election cycle, Lehi went vote by mail on our own for the Primary. My Council opted to pay for the return postage and the cost for postage was higher using our own permit than we can get using the County's permit. It will be a great savings to Lehi City to use the County's postage permit.

As many of you know, last municipal election cycle several cities fought long and hard with Utah County to continue to use the vote by mail during that general election, and ultimately Utah County agreed to participate with those cities who had used vote by mail in the primary. Having done vote by mail on my own for the primary and then having the County do the general election was a world of difference. It went very smoothly. On election day, Utah County tallied the votes and posted the results. They e-mailed me the results that evening and I posted them to my web-site. During the canvass, they tallied those numbers and then e-mailed me the results, and in turn we held our own Board of Canvass during a regular City Council meeting.

I feel the County has made us a fair offer and am personally excited that they are willing to partner with all of us this election cycle. This is a HUGE step forward.



**From:** Cindy LoPiccolo [mailto:CLOpiccolo@saratogaspringscity.com]

**Sent:** Tuesday, March 14, 2017 3:06 PM

**To:** Kent Clark <kent@spanishfork.org>; Donna Weaver <dweaver@orem.org>; Scott Hogensen <ScottCH@utahcounty.gov>; terilyn@afcity.net; cwarnock@alpinecity.org; cmulvey@cedarhills.org; goshentown@cut.net; rachel.conner@draper.ut.us; royce@elkridgecity.org; fkofoed@Emcity.org; genolaclerk@gmail.com; vondacook@gmail.com; Marilyn Banasky <mbanasky@lehi-ut.gov>; kmoosman@lindoncity.org; cbrown@mapleton.org; sarah@payson.org; kkresser@pgcity.org; jweiss@provo.utah.gov; jeffn@salemcity.org; sfarnsworth@santaquin.org; clopiccolo@saratogasprings.com; krayburn@springville.org; pams@vineyardtown.com; recorder@woodlandhills.cc; chybarnson\_fairfieldtown@yahoo.com

**Cc:** Bryan Thompson <BryanT@utahcounty.gov>; Heather J. Schriever <hjschriever@orem.org>

**Subject:** RE: City Elections 2017



**From:** Bryan Thompson  
**To:** [Cindy LoPiccolo](#)  
**Subject:** Response to Your Questions and some additional info  
**Date:** Friday, March 3, 2017 6:55:38 PM

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Cindy,

Just an FYI, the answers to your questions are based upon a couple of items that are still up in the air ( i.e.-- Legislature and what new laws they may impose, and the cost to re-license our current system).

By mid March we should have a more definitive idea where things will be at, and can give a better idea of the feasibility and cost of using the existing system. If your Council does not want to do vote by mail, and the feasibility of using the electronic system doesn't work out, we can help you with the 3rd option to contract with Carr Printing out of Bountiful to do a paper ballot election.

For now I have answered your questions with what we know at this time, and listed my responses below.

1) I am wondering if you could send me an updated informational Memorandum that I could share with the Council in their packet? They will be making the final decision I believe next Tuesday.

The [Informational Memo we passed out at the meeting with the Recorders](#) has not changed since that meeting. One change that could occur would be the eliminate of return postage which would change the cost. Depends on the Legislature ( the session ends on Thursday the 9th)

2) Attached is a copy of the 2015 Interlocal. Would the same costs and duties of Utah County and the City of Saratoga Springs be the same in 2017? If not, what would the (approximate) change(s) be?

The biggest difference will be the [Programming and Licensing costs](#) which could increase the price to Saratoga Springs by a few thousand dollars. Those costs are spread amongst all the cities, but if you are one of the few cities that still want to use the [Electronic voting machines](#) then Saratoga Springs share would be higher.

3) Does a current Precinct Map for Saratoga Springs come from your office or was it a City originated map? I have a copy of 2015. Could I be sent one for 2017? I would like to update the subdivisions within each Precinct.

[Precinct Maps](#) are created maintained by the County. Before the Elections we will have [2017 updated versions](#) available for you.

4) What is the Process and my responsibilities in re Absentee Ballots? Does the County receive the absentee voting requests and mail out the ballots, receive voted ballots?

If we administer the Election we handle the Absentee ballots. If Saratoga Springs does the Election on your own you would administer the absentee ballot process ( send them out, and have them sent back to the City). In this instance we would provide you with the list of absentee voters in advance of the Election.

5) Does the County have a list of pollworkers names and contact information that worked in the 2016 election at Saratoga Springs polls?

Yes, we have a [Poll worker list](#) and would be happy to share it with you if you administer the Election.

One additional Item that I need to clarify. In the Work session I mentioned that we had a 12-15% rejection rate on the votes cast. I checked my figures and realized that I gave the wrong information. We had just under 17,000 Provisional ballots cast County wide and 13% of the Provisional Ballots were rejected for various reasons not 13% of the total 205,000 total Ballots cast in the County in November. It was only 1% of the total ballots cast that were rejected.

Also of the rejected ballots there were only 470 ( or .002%) of all the ballots cast that were rejected due to signature verification issues.

If you have any additional questions, we can talk more next week.

Bryan





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## MEMO

February 8, 2017

RE: 2017 Municipal Election Options & Cost

In 2015 Utah County administered both vote by mail (VBM) and traditional polling place Elections for the municipalities who contracted with us. In 2017 Utah County intends to administer only one type of Election for those that choose to contract with us.

Given the interest expressed in VBM we have prepared an estimate for this type of Election. The main assumptions for this are listed below the costs quoted below.

***VBM Primary Election            \$1.28 per active voter as of 2/3/17***

***VBM General Election            \$1.36 per active voter as of 2/3/17***

This is for an all by mail (VBM) Election conducted on the latest equipment provided by Dominion Voting Systems. Printing and mailing services are to be provided by K&H Integrated Printers, our long time VBM vendor. This includes both outbound and return postage.

The assumptions are as follows:

1. For those who do not wish to contract with the County the traditional paper polling books will be printed, or voter registration data files created.
2. Cities will be responsible for all required notices and postings. Cities will take all candidate filings and send them to the County for programming.
3. All Municipalities will contract with us – which creates a lower cost per active registered voter. We do not expect this to happen, but it is included in the costs for completeness.
4. All Municipalities will have both a primary and general - creating a lower cost per active registered voter. We do not expect this to happen, but it is included in the costs for completeness.
5. Utah County will conduct a unified Canvass of all 2017 Elections and will provide final, canvassed results to the Municipalities.
6. An overall increase in registered voters of 10% is anticipated, this has been built into the number of ballots to be sent.
7. All ballots will go out in Utah County envelopes and be returned to Utah County in our envelopes. These envelopes will use County postal permits to yield the lowest possible postal cost.
8. Ballots will be sent (around 90%) in the first batch for the lowest possible postal rate (\$.122 per ballot). Subsequent ballots, for things like late voter registrants or replacement ballots, will be sent via regular mail because volume will not be sufficient, and time will be too short to use the permits (\$.734 per ballot).
9. The costs quoted above also include the hardware and vendor support to conduct the Election by VBM. These costs do not include recounts or other special contingencies. Such items will be worked out and priced at the time after consultation with our vendors.
10. Utah County will provide standard reportage output from the Election Management System (EMS). Results will be displayed on our web site live on Election Night as the count progresses.
11. Voters will be strongly encouraged to either mail in their ballots or drop them off with the County. Depending on feedback, and a willingness to pay, the County may offer one or more drop boxes.
12. Inter-local agreements will be drafted for the municipalities that express a wish to contract with the County. Such intent must be expressed by Monday, April 3, 2017 at 5:00 pm. Not expressing an intent by that date will be assumed to indicate no interest in contracting.
13. This memo is only a cost estimate. Actual costs will be quoted in the ILAs once we know the scale and scope of the Election after the April 3, 2017 deadline.