

STATE OF UTAH
OFFICE OF THE LIEUTENANT GOVERNOR



SPENCER J. COX
LIEUTENANT GOVERNOR

July 29, 2020

Governor's Office of Management and Budget
ATTN: Duncan Evans
350 North State Street, Suite 150
Salt Lake City, UT 84114

Re: Davis County Reimbursement of CARES Act Funds

Dear Mr. Evans:

Attached is a reimbursement request from Brian McKenzie, Davis County Chief Deputy Clerk/Auditor, to cover the county's coronavirus-related expenses for the 2020 Primary Election. Please reimburse Davis County an additional **\$1,301.58** using the following fund: 2320/060/1640/2320/7115 function COVI.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Justin Lee".

Justin Lee
Director of Elections
Office of the Utah Lieutenant Governor

STATE OF UTAH
OFFICE OF THE LIEUTENANT GOVERNOR



SPENCER J. COX
LIEUTENANT GOVERNOR

May 12, 2020

Curtis Koch
Davis County Clerk / Auditor
61 S. Main St.
Farmington, UT 84025

Dear Mr. Koch:

The State of Utah is awarding Davis County \$55,170.00 in CARES Act funds to help the county prevent, prepare for, and respond to coronavirus for the June 30, 2020 Regular Primary Election.


The funds will be provided primarily on a reimbursement basis. To obtain the funds, the county must submit a disbursement request form (attached) and provide supporting documentation for each expenditure no later than December 15, 2020. An invoice, receipt, or quote is acceptable documentation for most expenditures. If the county will use the funds to cover normal expenses that have increased due to the coronavirus (e.g., increased postage due because of a higher volume of mail ballots), the county must identify the increase by comparing the cost in 2020 to the cost in previous regular election years. If the county will use funds to cover regular staffing costs, the county must provide detailed timesheets that identify the staff hours that were allocated to prevent, prepare for, and respond to the coronavirus.

Please note that disbursement will be denied in whole or in part if:

- The county uses the funds to supplant its budget;
- The county fails to provide the appropriate documentation for an expense;
- The county uses the funds for purposes other than preventing, preparing for, and responding to coronavirus for the 2020 election cycle; or
- The county submits the disbursement request form after December 15, 2020.

If the county needs additional funding for the Primary Election, you may submit an additional funding request form. If you have any questions related to these funds, please feel free to contact me at dbrenchley@utah.gov or 801-538-1746.

Sincerely,


Derek Brenchley
Deputy Director of Elections
Office of the Utah Lieutenant Governor



CARES ACT FUNDING REIMBURSEMENT REQUEST

STATE OF UTAH

OFFICE OF THE UTAH LIEUTENANT GOVERNOR

Requester's Information

1. County: Davis
2. Name and title of individual filling out this application: Brian McKenzie, Chief Deputy Clerk
3. Contact Phone #: 801-451-3508 Contact Email: bmckenzie@daviscountyutah

Reimbursement Information

4. Identify the election(s) for which these funds were used: June Primary 2020
5. Total amount approved by the state: \$ 55,170.00
6. Total amount of reimbursement: \$ 1,301.58
7. On the next page, provide a breakdown of expenses that are being reimbursed. You may attach a separate spreadsheet to this application if desired.
 - Receipts, invoices, or other documentation of cost must be provided with this request. If the county cannot produce these items, it must provide a detailed explanation as to why.
 - Expenditures must serve the purpose to "prevent, prepare for, and respond to the coronavirus." Be as specific and detailed as possible in the descriptions of expenditures. Explanations that are vague may be rejected. For example, "COVID Notices" is unacceptable, but explanations such as, "Mailed a postcard notice to all residents in the county on May 25, 2020 informing them of the changes to election processes due to COVID" are desired.
 - Reimbursements for regular staff overtime or staff expenses must be submitted with timesheets or other satisfactory documentation.
 - Expenditures may not supplant the county's budget (i.e., funds may not cover costs that the county would normally incur).

County Clerk Declaration and Signature

Initial the statements and sign below:

[Signature] I affirm the expenditures listed in this request were used, or will be used, to prevent, prepare for, and respond to coronavirus for the 2020 Federal election cycle.

[Signature] I affirm the expenditures listed in this request did not, or will not, supplant the county's budget.

[Signature]
County Clerk's Signature

7-27-2020
Date

Description of expenditure. Be specific and detailed as possible.	Amount (\$)	Receipt, invoices, or other documentation provided (Yes/No). If 'NO,' please provide a detailed explanation as to why documentation is not available.
Purchase of extension cords to supply power to printers at our drive-thru polling location	1,301.58	Yes

1010141-540606
power cords. for
Elections

Elections Power



More saving.
More doing.™

999 W. RIVERDALE ROAD
STORE MGR: MELANIE JOJOLA 801-621-7373

4401 00004 05001 06/26/20 12:43 PM
SALE CASHIER MARTHA

044882400343 100' CORD <A>
12/3 100' RIDGID EXTENSION CORD
14@92.97 1301.58N

SUBTOTAL 1,301.58
SALES TAX 0.00

TAX EXEMPT

TOTAL \$1,301.58

XXXXXXXXXXXX4155 VISA

USD\$ 1,301.58

AUTH CODE 034357/0042514

TA

Chip Read

AID A000000003101001

VISA CREDIT

P.O.#/JOB NAME: JUNE PRIMARY ELECCION



4401 04 05001 06/26/2020 5434

RETURN POLICY DEFINITIONS

POLICY ID	DAYS	POLICY EXPIRES ON
A	1	180
		12/23/2020

Due to COVID-19, we have extended our
returns policy for most items.
Please see homedepot.com for details.

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: H89 14692 10295

PASSWORD: 20326 10291

tries must be completed within 14 days
purchase. Entrants must be 18 or
to enter. See complete rules on
website. No purchase necessary.