

STATE OF UTAH
OFFICE OF THE LIEUTENANT GOVERNOR



SPENCER J. COX
LIEUTENANT GOVERNOR

July 20, 2020

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

Re: Wasatch County Reimbursement of CARES Act Funds

Dear Mr. Evans:

Attached is a reimbursement request from Cal Griffiths, Wasatch County Clerk/Auditor, to cover the county's coronavirus-related expenses for the 2020 federal election cycle. Please reimburse Wasatch County **\$13,931.85** 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 black 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

Cal Griffiths
Wasatch County Clerk/Auditor
25 North Main
Heber City, UT 84032

Dear Mr. Griffiths:

The State of Utah is awarding Wasatch County \$13,100.00 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,

A handwritten signature in blue ink, appearing to read "Derek Brenchley".

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: Wasatch
2. Name and title of individual filling out this application: Calvin Griffiths
3. Contact Phone #: (435) 657-3190 Contact Email: cgriffiths@wasatch.utah.gov

Reimbursement Information

4. Identify the election(s) for which these funds were used: Primary
5. Total amount approved by the state: \$ 13,100
6. Total amount of reimbursement: \$ 13,931.85
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:

cy 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.

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

Calvin Griffiths
County Clerk's Signature

7/8/2020

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.
Print, fold and mail letters to all registered active voters explaining an all vote by mail for the County, along with not having an early vote or same day voting.	6,641.22	Yes
Procure external Drop Box, so voters may drop off their ballots without having to enter the County Building and using drop boxes in the building. Avoid them leaving their vehicles and maintaining a safer	2,218.00	Yes
Placing peel and seal option on Primary return envelopes, allowing voters to not have to lick the envelope and poll judges from having to deal with licked envelopes	2,592.40	Yes
Advertising in local Newspaper about election being an All Vote By Mail. Alerting voters that there will be no early voting or same day voting.	1,165.50	Yes
Procuring Personal Protective Equipment for the Election Judges, County Election Officials. Masks, Gloves, Sanitizers	296.16	Yes
Cleaning supplies to sanitize and clean surfaces and equipment that is used during election process	223.27	Yes
Ballot insert letting voters that there will no early voting or same day voting because of Co-vid19	795.30	Yes

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.



THE DATA CENTER

Everything Print & Mail

1827 South Fremont Drive
Salt Lake City, UT 84104

BILL OF SALE

INVOICE DATE	5/12/2020
INVOICE NO.	50662
AMOUNT PAID	

Wasatch County Auditor
Calvin Griffiths
25 North Main
Heber City, UT 84032

PLEASE RETURN THIS PORTION WITH PAYMENT

CUSTOMER COPY

INVOICE DATE	INVOICE NUMBER	P.O. NUMBER	PROJECT	TERMS	DUE DATE
5/12/2020	50662	CALVIN GRIFFITHS		Due on rece...	5/12/2020
ITEM CODE	QUANTITY	DESCRIPTION		UNIT PRICE	AMOUNT
105	14,764	PRIMARY ELECTION LETTERS - Full Service Printing Black & White		0.11	1,624.04
820	14,764	DOUBLE WINDOW ENVELOPE - Envelopes		0.065	959.66
400	14,764	MAILING SERVICES - Full Service Mailing		0.04	590.56
Postage ...		Postage and Handling		3,466.96	3,466.96
We appreciate your business...Thank You... Late Fee Policy: A late fee of 1.5% (or highest rate permitted by law, if less) per month will be assessed on the unpaid Invoice Total Balance Due when more than 30 days past due. If this account is turned over to an agency for collection, I agree to pay in addition to the account balance: Attorney Fees; Court Costs; Collection Agency Fees; Commissions and Charges up to 50% of the account balance.				Payments	\$0.00
				PLEASE PAY THIS AMOUNT	\$6,641.22

Please submit payments or inquiries to: THE DATA CENTER

1827 South Fremont Drive · Salt Lake City, Utah 84104 · 801-978-1030 · Fax: 801-978-0501

FED ID # 87-0644300



K&H Integrated Print Solutions
PO Box 388
Everett, WA 98206-0388
(800) 451-5740
accountsreceivable@khprint.com

Wasatch County Clerk
Attn: Cal Griffiths
25 N Main St
Heber City UT 84032

Invoice: 59109
Invoice Date: 5/18/2020
Job Number: 260097
Customer Number: 00000183
Purchase Order Number:
Terms: Net 30 Days

Project Title: 06.30.20 Envelopes

Email: cgriffiths@wasatch.utah.gov

Quantity	Description	Unit Price	UOM	Amount
<hr/>				
	06.30.20 Envelopes			
10,000	WASA0420C002 - NoInd E	269.9500	M	2,699.50
10,000	WASA0420R002 - PostReq E	259.2400	M	2,592.40
	Prepress			150.00
			Net Sales:	5,441.90
			Invoice Total:	<hr/> \$5,441.90

We Appreciate Your Business!!



6321 Bury Drive Suite 19
Eden Prairie, MN 55346
accountingasc@ascabr.com

Invoice

#INV18358
5/8/2020

Bill To

Cal Griffiths
Wasatch County
25 N Main St
Heber City UT 84032
United States

Ship To

Cal Griffiths
Wasatch County
25 N Main St
Heber City UT 84032
United States

TOTAL

\$2,218.00

Due Date: 6/7/2020

Terms Net 30	Due Date 6/7/2020	PO #	Sales Rep Kevin Johnson	Shipping Method	Partner
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Quantity	Item	Rate	Amount
1	BAL-710-SS-OHC-PCT Ballot 710-SS Exterior W/ Plastic Collection Tote American Ballot Drop Model 710 Stainless Steel One-Hand-Chute with a Plastic Collection Tote.		\$1,756.00
1	EXPEDITED SERVICE-2 EXPEDITED SERVICE \$1500 - \$2999 Expedited Service	\$189.00	\$189.00
1	Freight W/Lift-Gate Freight with Lift-Gate Service	\$273.00	\$273.00

Shipping	
Tax Total (%)	\$0.00
Subtotal	\$2,218.00
Amount Paid	\$0.00
Balance Due	\$2,218.00



INV18358

THE WASATCH WAVE



SERVING WASATCH COUNTY SINCE 1889

165 SOUTH 100 WEST - HEBER CITY, UTAH 84032

Was Co. Clerk
25 N. Main
Heber, UT 84032

LEGAL ADVERTISING

Order Date 5/29
 Invoice Date 6/3
 Cust. P.O. No. C. Griffiths
 Cash. ☒ Charge ☐
 Sold by _____

Pub. Date	Advertising - Captioned	Special Handling	Lines or Inches	Rate	AMOUNT
6/3	Primary Ballots		12ce	9.25	1165.50

INVOICE NUMBER **L 16914**
 PLEASE SPECIFY THIS INVOICE NUMBER WITH YOUR REMITTANCE.
 MAIL TO:

The Wasatch Wave
 165 South 100 West
 Heber City, UT 84032

THIS IS YOUR INVOICE
 WE DO NOT ITEMIZE AGAIN

Accounts are due and payable 10th of month following date of invoice. A finance charge of 1 1/2% per month, 18% per annum, will be charged on the unpaid balance 30 days or more past due. Customer agrees to pay a reasonable attorney's fee and other costs of collection after default and referral to an attorney.

Sub Total	
TOTAL	1165.50

PUBLIC NOTICE is hereby given that the 2020 Primary Republican Election will be held on June 30, 2020. This election will be an all by mail election.

Important COVID-19 related changes to the June 30, 2020 Primary Election:

- The election will be conducted by mail. Mail ballot drop boxes will be available until 8:00pm on Election Day
- In-person early voting will not be available
- In-person Election Day voting will not be available
- The voter registration deadline is Friday, June 19, 2020, and voter registration on Election Day (also known as registration by provisional ballot) is not available
- If you are a voter with a disability and cannot vote by mail, contact your county clerk at (435) 657-3190 for more information on accommodations that your county clerk can provide.

Jun 9 - Public Logic and Accuracy testing of voting equipment at 10:00 am at 25 N Main St, Heber City, Utah

Jun 10 - Ballots mailed to all active registered Republican voters.

Jun 17 - Outside Drop Box available June 17 - June 30 @ 8pm - North West side of Building by Dumpster

Jun 17 - Inside Drop Box available Jun 17 - June 30 @ 8pm - Clerk's Office at 25 N Main St, Heber City, Utah

Jun 19 - Last day for a Voter to change party affiliation for the regular Primary Election.

Jun 30 - By mail postmark Deadline Ballot envelop must be post marked on or before June 30, 2020

Jun 30 A ballot may be dropped in a drop box located at Wasatch County Clerk-Auditor office 25 North Main Street, Heber City, ballot drop box open through Election Day @ 8pm.

June 21 - Canvass of election will be held June 21, 10:00 AM, the report will be approved

There will be 3 different Ballots this Primary Election. A Republican Ballot, Republican Ballot for Heber South (Precincts 10, 11, 12, 13, 14 and Republican Ballot for Wallsburg (Precincts 44, 44:1). If you have moved recently please check with vote.utah.gov or call the Clerk's Office at (435) 657-3190 to make sure you receive a Ballot.

Calvin L. Griffiths

Wasatch County Clerk-Auditor

Published in The Wasatch Wave June 3, 2020

SAMPLE BALLOTS

All other Precincts

**REPUBLICAN
OFFICIAL PRIMARY BALLOT
WASATCH COUNTY, UTAH**

**OFFICIAL
WASATCH
TUESDAY**

Calvin

INSTRUCTIONS TO VOTERS: To vote for the candidate or blue ballpoint pen. If you tear, deface, or wrongly mark Completely fill in the oval. ●

STATEWIDE RACES

**Republican for Governor
and Lieutenant Governor
Vote for One**

☐ THOMAS E. WRIGHT
ROBBISHOP

☐ SPENCER J. COOK
DEIDRE M. HENDERSON

☐ JON HUNTSMAN JR.
MICHELLE KAUFUSI

☐ GREG HUGHES
VICTOR MERSON

**Republican for Attorney
General
Vote for One**

☐ SEAN D. REYES

☐ DAVID O. LEAVITT

**Republican for State Senate
District 16**



Invoice

P.O. Box 4619
2052 Prospector Avenue
Park City, UT 84060

Date	Invoice #
5/6/2020	20-69752

Bill To
WASATCH COUNTY ACCOUNTS PAYABLE 25 NORTH MAIN STREET HEBER CITY, UT 84032

Ship To
WASATCH COUNTY CLERK/AUDITOR ATTN: MICHELLE 25 NORTH MAIN STREET HEBER CITY, UT 84032

P.O. Number	Terms	Contact	Ship	Tax ID #	F.O.B.
	Net 30		5/11/2020		

Quantity	Unit	Item Code	Description	Price Each	Amount
2	PK	RAC 97181	LYSOL DISINFECTING WIPES 80/TUB 6/CS	56.98	113.96T
6	EA	RAC 04650	LYSOL ORIGINAL DISINFECTANT SPRAY	12.26	73.56T
1	EA	GOJ 545704	40.6OZ PURELL HAND SANITIZER W/ALOE REFILL	35.75	35.75T
			Sales Tax	0.00%	0.00

NO RETURNS AFTER 30 DAYS WITHOUT AUTHORIZATION.
ALL RETURNS COULD BE SUBJECT TO RESTOCKING FEE.

Total

\$223.27

1361 South Hwy. 40
Heber City, Ut. 84032
Phone 435-654-1098 Fax 435-657-3580



Wasatch County Auditor's Office
1361 South Hwy. 40
Heber City, Ut. 84032

Make Checks Payable To: Wasatch County Communications
If you have any questions concerning this invoice, contact Jeremy Hales
435-654-1098
jhales@wasatch.utah.gov



K&H Integrated Print Solutions
PO Box 388
Everett, WA 98206-0388
(800) 451-5740
accountsreceivable@khprint.com

Wasatch County Clerk
Attn: Cal Griffiths
25 N Main St
Heber City UT 84032

Invoice: 59191
Invoice Date: 5/29/2020
Job Number: 260433
Customer Number: 00000183
Purchase Order Number:
Terms: Net 30 Days

Project Title: WASA 06.30.20 Insert

Email: cgriffiths@wasatch.utah.gov

Quantity	Description	Unit Price	UOM	Amount
	WASA 06.30.20 Insert			
12,050	WASA06300001 - INST E	66.0000	M	795.30
		Net Sales:		795.30
		Invoice Total:		\$795.30

We Appreciate Your Business!!

The June 30th Primary Election will be a **By-Mail Election** only. There will be no in person voting which means no early voting, no voting at a polling location on election day and no same day registration according to HB 3006 passed in Special Session of the Legislature.

Pursuant to the Americans with Disabilities Act, individuals needing ADA or special accommodations should contact the Clerk's office at 435-657-3190 or by email at clerkauditor@wasatch.utah.gov