



# **MATANUSKA-SUSITNA BOROUGH**

## **BOROUGH CLERK'S OFFICE**

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### **MEMORANDUM**

DATE: June 1, 2020

TO: Mayor Vern Halter  
Members of the Assembly

FROM: Lonnie R. McKechnie, Clerk, CMC *LMC*

SUBJECT: **Election Costs and Changes**

It was requested that I provide an estimated cost difference between running a precinct based election versus a hybrid by-mail election. Please note that the precinct-based numbers are based on all 41 precincts being opened. If the Borough has an Areawide question on the ballot all precincts will be open and if there is no Areawide question on the ballot, there will be 21 precincts open.

<b>ITEMS</b>	<b>Normal Election (Based on 2018 Election when ALL precincts were open)</b>	<b>Precinct Based Election with PPE</b>	<b>Hybrid By-Mail Election with PPE (every registered voter receives a ballot by mail.</b>
Election Official Mileage	\$5007	\$5100	\$1000
Dominion Election Equipment Lease	\$0 (didn't have for 2018 election)	\$75,650	\$75,650
Mileage Out of Borough	\$137	\$150	\$150
Postage	\$510	\$1000	Estimated with Ballot Mailing
Ads	\$10,409	\$15,000	\$25,000
Brochure	\$28,500	\$32,000	\$32,000
Ballots	\$33,531	\$35,000	\$112,000 Based on 70,000 registered voters. Included mailing and return envelopes,

			ballots, stuffing of envelopes and mail out cost.
Absentee In-Person Ballots	\$0 Included in cost above	\$0 Included in cost above	\$6,300 Includes absentee sites that will be open and assuming we will have more absentee in-person voting.
Prepaid return mailing	\$0	\$0	\$84,000
Envelope Supplies	\$6,730	\$10,000	\$3,000
Election Equipment Movers	\$7,500	\$8,000	\$0
Other Mailings	\$770	\$84,000 At least 2 mailings to all registered voters encouraging absentee by-mail, which would include application.	\$84,000 At least 2 mailings to registered voters informing them of hybrid by-mail election. This will also get us the information on the undeliverable addresses. Undeliverable addresses will not get a ballot mailed.
Programming	\$3,000	\$3,500	\$3,500
Miscellaneous Supplies (election boards/employee supplies)	\$2,553	\$3,030	\$4,830
Non Employee Comp (election official pay)	\$45,000	\$45,000	40,000
Staff Overtime	\$3,500	\$3,500	\$7,000
PPE	\$0	\$68,000 Estimated PPE includes: screens, disposable pens, cleaner, masks, ballot secrecy sleeves	\$16,480 Estimated PPE includes: screens, disposable pens, cleaner, masks, ballot secrecy sleeves
<b>TOTAL</b>	<b>\$147,147</b>	<b>\$388,930</b>	<b>\$494,910</b>

Please note that the last two columns are estimated costs. There may be things we need to purchase that we have not thought of yet.

Also, the added costs to run the election can be covered under the CARES Act funding.

I want to explain what I mean by a hybrid by-mail election. We do not have time to pull together a true by-mail election. The suggestion is to run a hybrid by-mail election. This means that the Borough would use our absentee by-mail process to an extent. Voters would not have to fill out a by-mail application as required by code. All registered voters would receive a ballot, unless their mailing address comes back as undeliverable in the information mailing that we will be doing. We would have at least 10 Canvass Board members. These members would start working about 2 weeks prior to election date and canvass ballots as they come in.

Should the Assembly decide to run a hybrid absentee by-mail election for 2020, there are deadlines in code that will need to be moved up. This means that the Clerk will need to run a "notwithstanding" ordinance to move deadlines. The Clerk would introduce this ordinance at the June 16 Assembly meeting and request that a meeting be scheduled for the public hearing on June 23. The printer will need at least 7 weeks to prepare the ballot mailing. This will mean that the following deadlines will need to move up at least 7 weeks: candidate filing, deadline to adopt ballot propositions, brochure mailing, some advertising dates, ballot would be mailed 3 weeks prior to the election day, the date that ballots must be received would be extended by 4 days, etc.

The hybrid by-mail election costs is estimated with all 70,000 registered voters being mailed a ballot and all 70,000 registered voters returning the ballot. Please note that it is estimated that there may be at least 20% of voters that have undeliverable addresses, which would mean that they would not get a ballot mailed to them. Also, at this time, I am unsure how many ballots the voter's would return in a hybrid by-mail election. The actual costs of these two items are expected to go down.

cc: John Moosey  
Nicholas Spiropoulos