



2023 CANDIDATE GUIDE

Disclaimer – This candidate guide is provided as a reference tool but is not a substitute for Utah State Code or Woodland Hills City Code. Always refer to the Utah State Code or Woodland Hills City Code to comply with the laws. If any inconsistency exists, the statutory language governs.

WELCOME

Welcome City of Woodland Hills Candidate. You are embarking on a journey into the political and government arena, which can be very rewarding and challenging at the same time. “Public Service” may often mean setting aside your own personal desires and issues for the good of the community.

Public service begins by conducting a campaign in a fair and honest manner. Holding an elected office is a position of great trust, which requires a person of the highest integrity and desire to serve others. Personal gain by elected officials must never occur.

In public service, elected officials often find they have to make decisions that are not popular with family, friends, or those attending public meetings. Those attending meetings may or may not reflect the desires of the public. Elected officials often find that once they know all the facts about an issue, they may need to change their position. Compromise often needs to take place to make decisions and work as a team. However, compromise of principles and truth need never take place.

Please be aware that the information in this Guide does not relieve you of your obligation to become familiar with the current election laws in Utah Code Title 20A, Election Code, and Title 10, Utah Municipal Code.

Thank you for your willingness to serve. If you have specific questions or need assistance, please contact me at your convenience. Please note any requests for information will be provided to all candidates regardless of whether it is requested.

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Woodland Hills City Recorder
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EXHIBITS



PERSONAL COMMITMENT

Many individuals do not realize how many hours it takes to conduct the official business of the City. A good estimate for the time a Councilmember gives to their council responsibilities is ten (10) to twenty (20) hours per week and at least twenty (20) to forty (40) hours per week for Mayor.



In addition to the regularly scheduled city council meetings, a number of meetings and work sessions are held to address special issues or needs of the City. Councilmembers also serve as representatives to the city's advisory boards, commissions, and other organizations.

OFFICES OPEN FOR ELECTION AND TERMS OF OFFICE

<u>POSITIONS</u>	<u>TERM</u>	<u>DATES</u>
City Councilmember (three)	4-year term	January 2024 – January 2028

QUALIFICATIONS FOR ELECTED OFFICE (UCA 20A-9-203 & UCA 10-3-301)

1. Registered Voter in the City of Woodland Hills (the municipality in which the individual is elected).
2. Resident of the City of Woodland Hills or recently annexed area for 12 consecutive months immediately before the date of the election.



3. In accordance with Utah Constitution, Article IV, Section 6, a mentally incompetent individual, an individual convicted of a felony, or an individual convicted of treason or a crime against the elective franchise may not hold office in this state until the right to hold elective office is restored under UCA 20A-2-101.3 or 20A-2-101.5.

FILING FOR ELECTED OFFICE (UCA 20A-9-203)

An individual seeking to become a candidate for a municipal office shall file a Declaration of Candidacy or Nomination Petition, in person, or by a designated agent if the candidate is out of the state during the **entire filing period** and communicates electronically (see and hear), with the Woodland Hills City Recorder. The candidate-filing period begins **Tuesday, August 8, 2023, and ends Tuesday, August 15, 2023, during normal business hours**. A \$35 non-refundable filing fee is required at the time of filing.

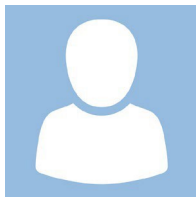
Before the filing officer may accept any declaration of candidacy or nomination petition, the filing officer shall read to the prospective candidate or individual filing the petition, the constitutional and statutory qualification requirements for the office the candidate is seeking; require the candidate or individual filing the petition to state whether the candidate meets the qualifications of the office; and inform the candidate or the individual filing the petition that the individual who holds a municipal elected office may not, at the same time, hold a county elected office. If the prospective candidate does not meet the qualifications for the office, the City Recorder may not accept the declaration of candidacy or nomination petition.



GENERAL ELECTION DATES AND DEADLINES

August 8 through August 15, 2023	Filing period for Declaration of Candidacy or Nominating Petition. Forms must be filed with the City Recorder/Filing Agent during office hours.
September 18, 2023	Last day for a write-in candidate to declare candidacy with the City Recorder/Filing Agent.
September 22, 2023 (on or before)	Deadline for candidates to submit a 200-word candidate profile and statement for the State website. (vote.utah.gov)
October 24, 2023	Each candidate shall file a campaign finance statement (#1) - No later than twenty-eight (28) days before the General Election and by 5:00 p.m.
October 31, 2023	First-day Vote by Mail (VBM) ballots can be mailed to active registered voters. (21 days prior to the election)
November 10, 2023	Voter registration must be received by the County Clerk no later than 5 p.m., 11 calendar days before the date of the election. (UCA 20A-2-102.5(2))
November 14, 2023	Each candidate shall file a campaign finance statement (#2) - No later than seven (7) days before the General Election and by 5:00 p.m.
November 20, 2023	If a vote-by-mail ballot is delivered in the mail, it must be postmarked or otherwise marked as "received" by the post office on or before this date. (UCA 20A-3a-204)
November 21, 2023	GENERAL ELECTION DAY Voting Assistance Centers will open at 7:00 a.m. and close at 8:00 p.m. NOTE: An individual who is not registered to vote may register to vote and vote on election day by voting a provisional ballot (UCA 20A-2-207).
To be determined	Municipal General Election Canvass (verification of election results)
December 21, 2023	Deadline for campaign finance statements (#3) - 30 days after General Election and by 5:00 p.m.
January 2024	Oath of Office

CANDIDATE PROFILE



Candidates who wish to provide a 200-word candidate profile, contact information, statement, and/or picture must submit everything **on or before September 22 by 5:00 p.m.** for the General Election.

CAMPAIGN FINANCE DISCLOSURE

Candidates for elective office **must file signed** Campaign Finance Statements with the City Recorder containing itemized and total campaign contributions and expenditures as outlined below. Statements must comply with Utah State Code 10-3-208 “Campaign Finance Disclosure in Municipal Election”.

Candidates participating in the Municipal General Election shall file:

- a. A Campaign Finance Statement (#1) no later than twenty-eight (28) days before the Municipal General Election. This statement shall include contributions received and expenditures made up through and including October 19, 2023. **The deadline is October 24, 2023, at 5:00 p.m.**
- b. A Campaign Finance Statement (#2) no later than seven (7) days before the Municipal General Election. This statement shall include contributions received and expenditures made October 20, 2023, through and including November 9, 2023. **The deadline is November 14, 2023, at 5:00 p.m.**
- c. A Campaign Finance Statement (#3) shall be filed no later than thirty (30) days after the Municipal General Election. This statement shall include contributions received and expenditures made not previously reported. **The deadline is December 21, 2023, at 5:00 p.m.**

If a candidate fails to timely file a Campaign Finance Statement, the City Recorder shall disqualify the candidate and inform the appropriate election official that the candidate is disqualified within 24 hours after the deadline. If a candidate is disqualified, the City Recorder:

- a. shall, if practicable, remove the candidate's name from the ballot by blacking out the candidate's name before the ballots are delivered to voters; or
- b. shall, if removing the candidate's name from the ballot is not practicable, inform the voters by any practicable method that the candidate has been disqualified and that votes cast for the candidate will not be counted; and
- c. may not count any votes cast for that candidate.

Each Campaign Finance Statement shall:

- a. Report all of the candidates itemized and total contributions, including in-kind and other nonmonetary contributions, received up to and including five (5) days before the campaign finance statement is due, excluding a contribution previously reported; and
- b. Report all of the candidates itemized expenditures made up to and including five (5) days before the campaign finance statement is due, excluding an expenditure previously reported; and
- c. Identify for each contribution, the amount of the contribution and the name of the donor, if known; and for each expenditure, the amount of the expenditure and the name of the recipient of the expenditure; OR
- d. Report the total amount of all contributions and expenditures if the candidate receives \$500 or less in contributions AND spends \$500 or less on the candidate’s campaign.

The anonymous contribution limit means \$50.00 for each calendar year. Within thirty (30) days after receiving an anonymous contribution of \$50 or more, a candidate shall disburse the amount of the contribution to the state treasurer, political subdivision treasurer, or an organization exempt from federal income taxation under Section 501(c)(3) Internal Revenue Code.

Each candidate shall deposit a contribution in a separate campaign account in a financial institution; and may not deposit or mingle any campaign contributions received into a personal or business account. These funds may not be expended for personal use.

CAMPAIGN LITERATURE



Please be aware that placing campaign literature inside mailboxes is a violation of federal postal standards. Anything placed in a mailbox must have proper postage attached and have been through the postal system. Any material found in mailboxes will be removed by the postal carrier and, at the discretion of the postmaster, the offender may be charged with violation of federal postal standards.

Candidates are also encouraged to warn campaign workers against the use of mailboxes for campaign literature. Please check with the postmaster on any postal questions including requests for assistance with mailing bulk-rate campaign literature.

Other restrictions on literature may apply to commercial parking lots and public property.

POLITICAL CAMPAIGN SIGNS AND LITERATURE

Campaign Signs, including a document, for the purpose of advocating or announcing an election, candidacy of any person seeking public office, or a ballot proposition:

- 1) may not be erected, placed, or constructed within 150 feet of a building that serves as a polling place (Voting Assistance Center) on Election Day or during Early Voting. (UCA 20A-3a-501),
- 2) may not be erected, placed, or constructed on or overhanging publicly owned property or in the public right-of-way including traffic signs, street signs, and utility poles,
- 3) may not constitute a safety hazard, obstruct view, or create a nuisance, or
- 4) may not be erected, constructed, or maintained upon any private property without the consent of the private property owner.



To avoid public nuisance issues and as a matter of courtesy, please remove campaign signs in a timely manner following the election.

ELECTIONEERING

“Electioneering” includes any oral, printed, or written attempt to persuade persons to refrain from voting or to vote for or against any candidate or issue. A polling place (Voting Assistance Center) means the physical place where ballots are cast and includes the physical place where a ballot drop box is located (Woodland Hills City Center).

An individual may not, within a polling place or in any public area within 150 feet of the building where a polling place is located:



- do any electioneering,
- circulate cards or handbills of any kind,
- solicit signatures to any kind of petition,
- engage in any practice that interferes with the freedom of voters to vote or disrupts the administration of the polling place,
- obstruct the doors or entries at the polling place or prevent free access to and from the polling place, or
- solicit any voter to show the voter’s ballot.

VOTER REGISTRATION AND INFORMATION WEBSITE



Residents wishing to vote must be registered. If a resident has changed their name or address, even within the city, it is necessary to reregister. Registration can be done at the Utah County Elections Office, 100 E Center Street, Room 3100, in Provo. Registration by mail **must** be received by the county clerk no later than 5:00 p.m. 11 calendar days before the election.

Residents can also register or check to see if they are registered at vote.utah.gov by clicking the blue “find my voter registration info” button or the blue “register to vote or update registration” button. Voters can also view election information particular to them, including polling place, election officials, sample ballot, and candidate profiles.

RANKED CHOICE VOTING

The City of Woodland Hills will use Ranked Choice Voting (RCV) for the 2023 Municipal General Election. Ranked Choice Voting is an election method that allows voters to rank candidates according to their first choice, second choice, and so on. Those rankings ensure that as many voters as possible will elect a candidate they support. If no one wins a majority of 50%, the candidate tallied with the fewest votes is eliminated; and any votes cast for the eliminated candidate are then re- allocated to a voter’s second choice candidate. The process continues until a candidate reaches the majority threshold. It is said that candidates are more engaging with voters, and candidates stay positive, stick to the issues, and find common ground that appeals to the majority of voters.

Additional information on Ranked Choice Voting can be found in UCA 20A-4-6, Municipal Alternative Voting Methods Pilot Project and at Utah Ranked Choice Voting, www.utahrcv.com.

OATH OF OFFICE



Once elected, the mayor and council members are required to take the following oath of office during the Swearing-In Ceremony held during the first council meeting in January.

"I do solemnly swear (or affirm) that I will support, obey, and defend the Constitution of the United States, the Constitution of the State of Utah, and the laws and ordinances of the City of Woodland Hills, and that I will discharge the duties of my office with fidelity."

VOTE BY MAIL



The General Election will be conducted using Vote by Mail (VBM), which is a system where registered voters receive ballots through the United States Postal Service. Ballots and instructions are mailed to registered voters approximately 21 days prior to the election. Voted ballots must be either returned by mail and clearly postmarked before Election Day; dropped off at the Utah County Clerk's office at 100 E Center St, Room 3600, Provo; or at any secure Utah County Curbside Dropbox listed below. **Woodland Hills City has a secure Curbside Dropbox, 690 South Woodland Hills Drive.**

City	Location	Address	City	Location	Address
Alpine	City Office	20 N Main St	Orem	City Office	56 N State St (south parking)
American Fork	Library	64 South 100 East	Payson	City Office	439 W Utah Ave
Cedar Fort	Post Office	102 S 200 E	Pleasant Grove	City Office	70 S 100 E
Cedar Hills	Fire Station	3925 W Cedar Hills Dr	Provo	Library	550 N University Ave
Eagle Mountain	City Office	1650 E Stage Coach Run	Provo	Towne Centre Mall	1200 Towne Centre Blvd
Elk Ridge	City Office	80 Park Drive	Salem	Library	59 S Main St
Fairfield	Office	103 E Main St	Santaquin	City Office	275 W Main St
Genola	City Office	74 W 800 S	Saratoga Springs	City Office	1307 N Commerce Dr
Goshen	City Office	10 W Main St	Spanish Fork	Senior Center	167 W Center St
Highland	City Office	5400 W Civic Center Dr	Springville	Civic Center	110 S Main St
Lehi	City Office	153 N 100 E	Utah County	Administration Bldg	100 E Center St (S side bldg)
Lindon	City Office	100 N State St	Utah County	Administration Bldg	100 E Center St (S parking)
Mapleton	City Office	125 W 400 N	Vineyard	City Office	125 S Main St
Orem	City Office	56 N State St (library loop)	Woodland Hills	City Office	690 Woodland Hills Dr

Vote by Mail Election Frequently Asked Questions

When will I receive my ballot?	Ballots are mailed no sooner than 21 days and no later than 7 days before an election. Ballots cannot and will not be forwarded by the postal service. All ballots determined undeliverable are returned to the county clerk's office.
What if I lose or never receive my ballot?	If you have not received your ballot within two weeks after they are mailed, call the Utah County Clerk's Elections Division Office. Your voter registration will be checked to ensure the information is correct. If the address is correct, a replacement ballot will be sent. If your information has changed, your registration will need to be updated and a new ballot will be sent.
Can I pick up a ballot for a neighbor, child, or parent?	No. Ballots must be mailed to a registered voter's residential or mailing address. Ballots cannot be given or mailed to anyone other than the voter.
When must my ballot be returned?	Ballots must be mailed and clearly postmarked before Election Day OR placed in a ballot box by 8:00 p.m. on Election Day.
What if I make a mistake marking my ballot?	Cross through the incorrect box and name. Fill in the correct box; circle both the box and name of the correct choice. Make your intent clear. Do no sign or initial your error.
Can two ballots be returned in the same envelope?	No. There must be an affidavit for each ballot.
Why do I need to sign the ballot affidavit on the envelope?	This confirms the voter's identity. The signature on the affidavit is compared to your signature on your voter registration form.
What if my signature has changed?	Complete a new voter registration form and submit it to the Utah County Elections Division.
What if I forgot to sign the affidavit on the envelope before I sealed it?	If you are not sure whether you signed your affidavit, sign the outside of the envelope.
What if I signed another voter's affidavit?	Cross off the wrong signature and sign the correct affidavit. If the envelope has already been sealed, you may sign the outside of the envelope.
Do I have to return my ballot by mail?	No, Ballots may be placed in the ballot box at a voting location and by 8:00 p.m. on Election Day.

MASTER BALLOT POSITION LIST, RANDOM SELECTION, PROCEDURES

In accordance with Utah Code Section 20A-6-305, the Utah Lieutenant Governor establishes the Master Ballot Position List (“List”), establishes written procedures for election officials to use the Master Ballot Position List, establishes written procedures for the Lieutenant Governor in conducting the randomization in a fair manner, and provides a record of the random selection process used.

Written procedures for election officials to use the Master Ballot Position List.

In accordance with Utah Code Section 20A-6-305, election officers shall use the Master Ballot Position List to determine the order in which to list candidates on the ballot for any election held during those years.

To determine the order in which to list candidates on the ballot, the election officer shall apply the randomized alphabet using the candidate’s surname as listed on the declaration of candidacy. If two or more candidates have surnames that begin with the same letter, the list shall be applied to each subsequent letter in the candidates’ surnames as listed on the declaration of candidacy. If two or more candidates have an identical surname as listed on the declaration of candidacy, the list shall be applied to the candidates’ given (first) names as listed on the declaration of candidacy.

Written procedures for the Lieutenant Governor in conducting the randomization in a fair manner and record of the random selection process used.

ELECTION DAY



Voting Assistance Centers will be provided at specific Utah County locations to address voter concerns, issues, and receive help. These Centers will operate during traditional voting hours (7 a.m. to 8 p.m.) on Election Day only.

Election returns will be available on the Utah County Elections Division webpage at <https://www.utahcounty.gov/elections>, then Election Results.

EXHIBITS

Declaration of Candidacy Form (Sample)

Municipal Campaign Finance Statement

Campaign Financial Statutes - UCA 10-3-208

Pledge of Fair Campaign Practices

Submit Your Candidate Profile

State Electronic Voter Information Website - UCA

20A-7-801 Municipal Alternate Voting Methods Pilot Project

Unofficial Mock Rank Choice Voting Ballot (Example)

CITY of Woodland Hills
2023 MUNICIPAL
DECLARATION OF CANDIDACY
of

Candidate's Name

(print name exactly as it is to be printed on the official ballot – no amendments or modifications after 5:00 p.m. on August 15, 2023)

State of Utah)
 §
County of Utah)

I, _____, being first sworn and under penalty of perjury, say that I reside at _____ (street address), Woodland Hills, Utah County, Utah, 84651, Telephone Number _____; that I am a registered voter; and that I declare my candidacy for the office of Woodland Hills City Council for a four-year term. I will meet the qualifications, both legally and constitutionally, required of candidates to hold this office. I will not knowingly violate any law governing campaigns and elections. I will file all campaign finance statements as required by law, and I understand that failure to do so will result in my disqualification as a candidate for this office and removal of my name from the ballot. If filing via a designated agent, I attest that I will be out of the state of Utah during the entire candidate filing period. I request that my name be printed upon the official ballot.

I wish to classify my address listed above as a protected record. (optional) (By doing so, you must provide an alternative address or phone number.)

Alternative Address OR Phone Number: _____

Email Address

Campaign Website

Signature of Candidate

(Signature must be signed in the presence of the Woodland Hills City Recorder or notarized. A designated agent may not sign on behalf of the candidate.)

Subscribed and sworn to (or affirmed) before me by _____ on this _____ day of August, 2023.

Woodland Hills City Recorder (Election Officer/Official)

Date Received: _____

(SEAL)

QUALIFICATIONS FOR CANDIDATE FILING DECLARATION

Please initial:

_____ The filing officer read the constitutional and statutory qualifications as listed below to me, and I meet those qualifications.

_____ I understand that an individual who holds a municipal elected office may not, at the same time, hold a county elected office.

_____ I agree to file all campaign financial disclosure reports, and I understand that failure to do so may result in my disqualification as a candidate for this office, possible fines and/or criminal penalties, including removal of my name from the ballot.

_____ I received a copy of the pledge of fair campaign practices, and I understand that signing this pledge is voluntary.

_____ I provided a valid email, or physical address if no email is available, and I understand this will be used for official communications and updates from election officials.

_____ I understand I will receive all financial disclosure notices by email.

_____ I prefer to also receive financial disclosure notices by mail at the following address:

_____ I understand my name will appear on the ballot as it is printed on this declaration of candidacy, and that I may not make any amendments or modifications after 5:00 p.m. on June 7, 2023.

_____ I have received a copy of Section 20A-7-801 regarding the Statewide Electronic Voter Information Website Program and its applicable deadline.

Signature of Candidate

Date

Signature of Filing Officer

Date

QUALIFICATIONS

Before the filing officer accepts any declaration of candidacy, the filing officer shall read to the candidate the constitutional and statutory requirements for candidacy, and the candidate shall state whether he/she fulfills the requirements. If the candidate indicates that he/she does not qualify, the filing officer may not accept his/her declaration of candidacy (Utah Code Section 20A-9-203).

MUNICIPAL CANDIDATE

Utah Code §10-3-301

Utah Code §20A-9-203

- Registered voter in the municipality in which the individual is elected*
- Must have resided within the municipality for which the candidate is seeking office for the 12 consecutive months immediately before the date of the election.
- Maintain a principal place of residence within the municipality, and within the district that the elected officer represents, during the officer's term of office
- If the individual resides in a territory which was annexed into the municipality: must have resided within the annexed territory or the municipality the 12 consecutive months immediately before the date of the election.
- Pay filing fee, if one is required by municipal ordinance
- Not convicted of a felony, treason, or crime relating to elections**
- Cannot have been declared mentally incompetent

* *Utah Code §20A-2-101 states: A registered voter (1) is a citizen of the United States; (2) is a resident of Utah; (3) will, on the date of that election, be at least 18 years old, (4) has been a resident of Utah for 30 days immediately before that election; (5) and is registered to vote.*

** *Utah Code §20A-2-101.5 states: A person convicted of a felony loses the right to hold office until (1) all felony convictions have been expunged, OR (2) ten years have passed since the most recent felony conviction AND the person has paid all court-ordered restitution and fines AND the person has completed probation, been granted parole, or completed the term of incarceration associated with the felony.*



MUNICIPAL CAMPAIGN FINANCE STATEMENT

Printed Name of Candidate	
Name of Office:	City Council (four-year term)
Type of Report and Filing Period:	
<input type="checkbox"/> Due October 24, 2023 - Up through and including October 19, 2023. (Twenty-Eight (28) days preceding the General Election)	
<input type="checkbox"/> Due November 14, 2023 - October 20 through and including November 9, 2023. (Seven (7) days preceding the General Election)	
<input type="checkbox"/> Due December 21, 2023 - Not previously reported. (Thirty (30) days following the General Election (final))	
<input type="checkbox"/> Additional Filing	
<input type="checkbox"/> Is this an amendment? If yes, due date of report. _____	

1. Total Campaign Contributions (Form "A" Total) \$ _____
2. Total Campaign Expenditures (Form "B" Total) \$ _____

Signature of Candidate

Date

NOTE: If a candidate receives \$500 or less AND spends \$500 or less on the candidate's campaign, the total amount of all contributions and expenditures can be reported.

ITEMIZED CONTRIBUTION STATEMENT (Form "A")

DATE RECEIVED	NAME OF CONTRIBUTOR	IN-KIND (IF APPLICABLE)	AMOUNT
		TOTAL CONTRIBUTIONS	\$

ITEMIZED EXPENDITURE STATEMENT (Form "B")

DATE OF EXPENDITURE	NAME OF RECIPIENT	PURPOSE OF EXPENDITURE	AMOUNT
		TOTAL EXPENDITURES	\$

(Use additional sheets as needed)

Campaign Finance Statutes: Municipal Candidates

10-3-208 Campaign finance disclosure in municipal election. Effective 5/3/2023

(1) Unless a municipality adopts by ordinance more stringent definitions, the following are defined terms for purposes of this section:

(a) “Agent of a candidate” means:

- (i) a person acting on behalf of a candidate at the direction of the reporting entity;
- (ii) a person employed by a candidate in the candidate’s capacity as a candidate;
- (iii) the personal campaign committee of a candidate;
- (iv) a member of the personal campaign committee of a candidate in the member’s capacity as a member of the personal campaign committee of the candidate; or
- (v) a political consultant of a candidate.

(b) “Anonymous contribution limit” means for each calendar year:

- (i) \$50; or
- (ii) an amount less than \$50 that is specified in an ordinance of the municipality.

(c)

(i) “Candidate” means a person who:

- (A) files a declaration of candidacy for municipal office; or
- (B) receives contributions, makes expenditures, or gives consent for any other person to receive contributions or make expenditures to bring about the person’s nomination or election to a municipal office.

(ii) “Candidate” does not mean a person who files for the office of judge.

(d)

(i) “Contribution” means any of the following when done for political purposes:

- (A) a gift, subscription, donation, loan, advance, or deposit of money or anything of value given to a candidate;
- (B) an express, legally enforceable contract, promise, or agreement to make a gift, subscription, donation, unpaid or partially unpaid loan, advance, or deposit of money or anything of value to the candidate;
- (C) any transfer of funds from another reporting entity to the candidate;
- (D) compensation paid by any person or reporting entity other than the candidate for personal services provided without charge to the candidate;
- (E) a loan made by a candidate deposited to the candidate’s own campaign; and
- (F) an in-kind contribution.

(ii) “Contribution” does not include:

- (A) services provided by an individual volunteering a portion or all of the individual’s time on behalf of the candidate if the services are provided without compensation by the candidate or any other person;
- (B) money lent to the candidate by a financial institution in the ordinary course of business; or
- (C) goods or services provided for the benefit of a candidate at less than fair market value that are not authorized by or coordinated with the candidate.

(e) “Coordinated with” means that goods or services provided for the benefit of a candidate are provided:

- (i) with the candidate’s prior knowledge, if the candidate does not object;
- (ii) by agreement with the candidate;
- (iii) in coordination with the candidate; or
- (iv) using official logos, slogans, and similar elements belonging to a candidate.

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- (f)
- (i) “Expenditure” means any of the following made by a candidate or an agent of the candidate on behalf of the candidate:
 - (A) any disbursement from contributions, receipts, or from an account described in Subsection (3)(a);
 - (B) a purchase, payment, donation, distribution, loan, advance, deposit, gift of money, or anything of value made for political purposes;
 - (C) an express, legally enforceable contract, promise, or agreement to make any purchase, payment, donation, distribution, loan, advance, deposit, gift of money, or anything of value for a political purpose;
 - (D) compensation paid by a candidate for personal services rendered by a person without charge to a reporting entity;
 - (E) a transfer of funds between the candidate and a candidate’s personal campaign committee as defined in Section 20A-11-101; or
 - (F) goods or services provided by a reporting entity to or for the benefit of the candidate for political purposes at less than fair market value.
 - (ii) “Expenditure” does not include:
 - (A) services provided without compensation by an individual volunteering a portion or all of the individual’s time on behalf of a candidate; or
 - (B) money lent to a candidate by a financial institution in the ordinary course of business.
- (g) “In-kind contribution” means anything of value other than money, that is accepted by or coordinated with a candidate.
- (h)
- (i) “Political consultant” means a person who is paid by a candidate, or paid by another person on behalf of and with the knowledge of the candidate, to provide political advice to the candidate.
 - (ii) “Political consultant” includes a circumstance described in Subsection (1)(h)(i), where the person:
 - (A) has already been paid, with money or other consideration;
 - (B) expects to be paid in the future, with money or other consideration; or
 - (C) understands that the person may, in the discretion of the candidate or another person on behalf of and with the knowledge of the candidate, be paid in the future, with money or other consideration.
- (i) “Political purposes” means an act done with the intent or in a way to influence or tend to influence, directly or indirectly, any person to refrain from voting or to vote for or against any candidate or a person seeking a municipal office at any caucus, political convention, or election.
- (j) “Reporting entity” means:
- (i) a candidate;
 - (ii) a committee appointed by a candidate to act for the candidate;
 - (iii) a person who holds an elected municipal office;
 - (iv) a party committee as defined in Section 20A-11-101;
 - (v) a political action committee as defined in Section 20A-11-101;
 - (vi) a political issues committee as defined in Section 20A-11-101;
 - (vii) a corporation as defined in Section 20A-11-101; or
 - (viii) a labor organization as defined in Section 20A-11-1501.

(2)

- (a) A municipality may adopt an ordinance establishing campaign finance disclosure requirements for a candidate that are more stringent than the requirements provided in Subsections (3) through (7).

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- (b) The municipality may adopt definitions that are more stringent than those provided in Subsection (1).
- (c) If a municipality fails to adopt a campaign finance disclosure ordinance described in Subsection (2)(a), a candidate shall comply with financial reporting requirements contained in Subsections (3) through (7).
- (3) Each candidate:
- (a) shall deposit a contribution in a separate campaign account in a financial institution; and
 - (b) may not deposit or mingle any campaign contributions received into a personal or business account.
- (4)
- (a) In a year in which a municipal primary is held, each candidate who will participate in the municipal primary shall file a campaign finance statement with the municipal clerk or recorder no later than seven days before the day described in Subsection 20A-1-201.5(2).
 - (b) Each candidate who is not eliminated at a municipal primary election shall file a campaign finance statement with the municipal clerk or recorder no later than:
 - (i) 28 days before the day on which the municipal general election is held;
 - (ii) seven days before the day on which the municipal general election is held; and
 - (iii) 30 days after the day on which the municipal general election is held.
 - (c) Each candidate for municipal office who is eliminated at a municipal primary election shall file with the municipal clerk or recorder a campaign finance statement within 30 days after the day on which the municipal primary election is held.
- (5) If a municipality does not conduct a primary election for a race, each candidate who will participate in that race shall file a campaign finance statement with the municipal clerk or recorder no later than:
- (a) 28 days before the day on which the municipal general election is held;
 - (b) seven days before the day on which the municipal general election is held; and
 - (c) 30 days after the day on which the municipal general election is held.
- (6) Each campaign finance statement described in Subsection (4) or (5) shall:
- (a) except as provided in Subsection (6)(b):
 - (i) report all of the candidate's itemized and total:
 - (A) contributions, including in-kind and other nonmonetary contributions, received up to and including five days before the campaign finance statement is due, excluding a contribution previously reported; and
 - (B) expenditures made up to and including five days before the campaign finance statement is due, excluding an expenditure previously reported; and
 - (ii) identify:
 - (A) for each contribution, the amount of the contribution and the name of the donor, if known; and
 - (B) for each expenditure, the amount of the expenditure and the name of the recipient of the expenditure; or
 - (b) report the total amount of all contributions and expenditures if the candidate receives \$500 or less in contributions and spends \$500 or less on the candidate's campaign.
- (7) Within 30 days after receiving a contribution that is cash or a negotiable instrument, exceeds the anonymous contribution limit, and is from a donor whose name is unknown, a candidate shall disburse the amount of the contribution to:
- (a) the treasurer of the state or a political subdivision for deposit into the state's or political subdivision's general fund; or
 - (b) an organization that is exempt from federal income taxation under Section 501(c)(3), Internal Revenue Code.

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- (8)
- (a) A municipality may, by ordinance:
 - (i) provide an anonymous contribution limit less than \$50;
 - (ii) require greater disclosure of contributions or expenditures than is required in this section; and
 - (iii) impose additional penalties on candidates who fail to comply with the applicable requirements beyond those imposed by this section.
 - (b) A candidate is subject to the provisions of this section and not the provisions of an ordinance adopted by the municipality under Subsection (8)(a) if:
 - (i) the municipal ordinance establishes requirements or penalties that differ from those established in this section; and
 - (ii) the municipal clerk or recorder fails to notify the candidate of the provisions of the ordinance as required in Subsection (9).
- (9) Each municipal clerk or recorder shall, at the time the candidate for municipal office files a declaration of candidacy, and again 35 days before each municipal general election, notify the candidate in writing of:
- (a) the provisions of statute or municipal ordinance governing the disclosure of contributions and expenditures;
 - (b) the dates when the candidate's campaign finance statement is required to be filed; and
 - (c) the penalties that apply for failure to file a timely campaign finance statement, including the statutory provision that requires removal of the candidate's name from the ballot for failure to file the required campaign finance statement when required.
- (10) Notwithstanding any provision of Title 63G, Chapter 2, Government Records Access and Management Act, the municipal clerk or recorder shall:
- (a) make each campaign finance statement filed by a candidate available for public inspection and copying no later than one business day after the statement is filed; and
 - (b) make the campaign finance statement filed by a candidate available for public inspection by:
 - (i)
 - (A) posting an electronic copy or the contents of the statement on the municipality's website no later than seven business days after the statement is filed; and
 - (B) verifying that the address of the municipality's website has been provided to the lieutenant governor in order to meet the requirements of Subsection 20A-11-103(5); or
 - (ii) submitting a copy of the statement to the lieutenant governor for posting on the website established by the lieutenant governor under Section 20A-11-103 no later than two business days after the statement is filed.
- (11)
- (a) If a candidate fails to timely file a campaign finance statement required under Subsection (4) or (5), the municipal clerk or recorder:
 - (i) may send an electronic notice to the candidate that states:
 - (A) that the candidate failed to timely file the campaign finance statement; and
 - (B) that, if the candidate fails to file the report within 24 hours after the deadline for filing the report, the candidate will be disqualified; and
 - (ii) may impose a fine of \$50 on the candidate.
 - (b) The municipal clerk or recorder shall disqualify a candidate and inform the appropriate election official that the candidate is disqualified if the candidate fails to file a campaign finance statement described in Subsection (4) or (5) within 24 hours after the deadline for filing the report.
 - (c) If a candidate is disqualified under Subsection (11)(b), the election official:
 - (i) shall:
 - (A) notify every opposing candidate for the municipal office that the candidate is disqualified;

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- (B) send an email notification to each voter who is eligible to vote in the municipal election office race for whom the election official has an email address informing the voter that the candidate is disqualified and that votes cast for the candidate will not be counted;
 - (C) post notice of the disqualification on a public website; and
 - (D) if practicable, remove the candidate's name from the ballot by blacking out the candidate's name before the ballots are delivered to voters; and
- (ii) may not count any votes for that candidate.
- (12) An election official may fulfill the requirements described in Subsection (11)(c)(i) in relation to a mailed ballot, including a military overseas ballot, by including with the ballot a written notice:
- (a) informing the voter that the candidate is disqualified; or
 - (b) directing the voter to a public website to inform the voter whether a candidate on the ballot is disqualified.
- (13) Notwithstanding Subsection (11)(b), a candidate who timely files each campaign finance statement required under Subsection (4) or (5) is not disqualified if:
- (a) the statement details accurately and completely the information required under Subsection (6), except for inadvertent omissions or insignificant errors or inaccuracies; and
 - (b) the omissions, errors, or inaccuracies are corrected in an amended report or in the next scheduled report.
- (14) A candidate for municipal office who is disqualified under Subsection (11)(b) shall file with the municipal clerk or recorder a complete and accurate campaign finance statement within 30 days after the day on which the candidate is disqualified.
- (15) A campaign finance statement required under this section is considered filed if it is received in the municipal clerk or recorder's office by 5 p.m. on the date that it is due.
- (16)
- (a) A private party in interest may bring a civil action in district court to enforce the provisions of this section or an ordinance adopted under this section.
 - (b) In a civil action under Subsection (16)(a), the court may award costs and attorney fees to the prevailing party.



PLEDGE OF FAIR CAMPAIGN PRACTICES

(Utah Code §20A-9-206)

There are basic principles of decency, honesty, and fair play which every candidate for public office in the State of Utah has a moral obligation to observe and uphold, in order that, after vigorously contested but fairly conducted campaigns, our citizens may exercise their right to a free election, and that the will of the people may be fully and clearly expressed on the issues.

THEREFORE:

I SHALL conduct my campaign openly and publicly, discussing the issues as I see them, presenting my record and policies with sincerity and frankness, and criticizing, without fear or favor, the record and policies of my opponents that I believe merit criticism.

I SHALL NOT use, nor shall I permit the use of, scurrilous attacks on any candidate or the candidate's immediate family. I shall not participate in, nor shall I permit the use of, defamation, libel, or slander against any candidate or the candidate's immediate family. I shall not participate in, nor shall I permit the use of, any other criticism of any candidate or the candidate's immediate family that I do not believe to be truthful, provable, and relevant to my campaign.

I SHALL NOT use, nor shall I permit the use of, any practice that tends to corrupt or undermine our American system of free elections, or that hinders or prevents the free expression of the will of the voters, including practices intended to hinder or prevent any eligible person from registering to vote or voting.

I SHALL NOT coerce election help or campaign contributions for myself or for any other candidate from my employees or volunteers.

I SHALL immediately and publicly repudiate support deriving from any individual or group which resorts, on behalf of my candidacy or in opposition to that of an opponent, to methods in violation of the letter or spirit of this pledge. I shall accept responsibility to take firm action against any subordinate who violates any provision of this pledge or the laws governing elections.

I SHALL defend and uphold the right of every qualified American voter to full and equal participation in the electoral process.

I, the undersigned, candidate for election to public office in the State of Utah, hereby voluntarily endorse, subscribe to, and solemnly pledge myself to conduct my campaign in accordance with the above principles and practices."

Name: _____ Office: City Council Four-Year Term

Signature: _____ Date: _____

This is a voluntary pledge. Candidates are not required to sign this Pledge of Fair Campaign Practices. This document is considered a public record and will be retained for public inspection for 30 days following the election.

How to Submit Your Candidate Profile

The Lieutenant Governor’s Office provides candidates with the opportunity to submit a candidate profile for the website, [VOTE.UTAH.GOV](https://vote.utah.gov). Your profile includes biographical information, a picture, and a short statement. The candidate profile portal may timeout during the submission process; it is recommended that candidates write out their profile details in a separate document to save their work.

HOW DO I SUBMIT MY PROFILE?

1. Visit the website [VOTE.UTAH.GOV](https://vote.utah.gov). Select the button “Resources for Candidates, Political Groups & Parties” at the bottom of the page.
 2. After being directed to a new page, select the option “Submit candidate profile.”
 3. You will be directed to the UtahID portal. If you do not have a UtahID account, you must create one to proceed. If you already have a UtahID account, simply log into your account.
 4. After creating your UtahID account, you will be prompted for a PIN number. To obtain a PIN number, select your name in the dropdown menu then check your email.
 5. After selecting your name in the dropdown menu, you will receive an email with your PIN number. Your PIN number will be sent to the email address that you provided on your declaration of candidacy. It will not be sent to the email address of your UtahID account.
 6. After receiving your PIN number, enter it into the website and click “Submit.”
 7. After entering your PIN number, the website will prompt you to enter your candidate profile. After you are completed, click “Submit for Approval.” You have the ability to save and edit your profile *before* the deadline.
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WHEN CAN I SUBMIT MY PROFILE?

- **Primary Election Candidates**
July 25th, 2023 at 5:00 p.m. (Mountain Time)
- **General Election Candidates:**
September 22nd, 2023 at 5:00 p.m. (Mountain Time)

Please note that these deadlines are established by law (see 20A-7-801(4)). As a result, late submissions and edits cannot be accepted.

Do you need assistance with your candidate profile? Contact the Utah Lieutenant Governor’s Office at (801) 538-1041 or elections@utah.gov. Open Monday – Friday, 8:00 am – 5:00 pm (state and national holidays excluded)

Voter Information Website

Effective 5/5/2021

20A-7-801. Statewide Electronic Voter Information Website Program -- Duties of the lieutenant governor -- Content -- Duties of local election officials -- Deadlines -- Frequently asked voter questions -- Other elections.

- (1) There is established the Statewide Electronic Voter Information Website Program administered by the lieutenant governor in cooperation with the county clerks for general elections and municipal authorities for municipal elections.
- (2) In accordance with this section, and as resources become available, the lieutenant governor, in cooperation with county clerks, shall develop, establish, and maintain a state-provided Internet website designed to help inform the voters of the state of:
 - (a) the offices and candidates up for election;
 - (b) the content, effect, operation, fiscal impact, and supporting and opposing arguments of ballot propositions submitted to the voters; and
 - (c) the status of a voter's trackable ballot, in accordance with Section [20A-3a-401.5](#), accessible only by the voter.
- (3) Except as provided under Subsection [\(6\)](#), the website shall include:
 - (a) all information currently provided in the Utah voter information pamphlet under [Chapter 7, Part 7, Voter Information Pamphlet](#), including a section prepared, analyzed, and submitted by the Judicial Performance Evaluation Commission describing the judicial selection and retention process;
 - (b) on the homepage of the website, a link to the Judicial Performance Evaluation Commission's website, judges.utah.gov;
 - (c) a link to the retention recommendation made by the Judicial Performance Evaluation Commission in accordance with [Title 78A, Chapter 12, Part 2, Judicial Performance Evaluation](#), for each judicial appointee to a court that is subject to a retention election, in accordance with Section [20A-12-201](#), for the upcoming general election;
 - (d) all information submitted by election officers under Subsection [\(4\)](#) on local office races, local office candidates, and local ballot propositions;
 - (e) a list that contains the name of a political subdivision that operates an election day voting center under Section [20A-3a-703](#) and the location of the election day voting center;
 - (f) other information determined appropriate by the lieutenant governor that is currently being provided by law, rule, or ordinance in relation to candidates and ballot questions;
 - (g) any differences in voting method, time, or location designated by the lieutenant governor under Subsection [20A-1-308\(2\)](#); and
 - (h) an online ballot tracking system by which a voter can view the status of the voter's trackable ballot, in accordance with Section [20A-3a-401.5](#), including:
 - (i) when a ballot has been mailed to the voter;
 - (ii) when an election official has received the voter's ballot; and
 - (iii) when the voter's ballot has been counted.
- (4) (a) An election official shall submit the following information for each ballot under the election official's direct responsibility under this title:
 - (i) a list of all candidates for each office;
 - (ii) if submitted by the candidate to the election official's office before 5 p.m. no later than 45 days before the primary election or before 5 p.m. no later than 60 days before the general election:
 - (A) a statement of qualifications, not exceeding 200 words in length, for each candidate;
 - (B) the following current biographical information if desired by the candidate, current:
 - (I) age;
 - (II) occupation;
 - (III) city of residence;
 - (IV) years of residence in current city; and
 - (V) email address; and
 - (C) a single web address where voters may access more information about the candidate and the candidate's views; and
 - (iii) factual information pertaining to all ballot propositions submitted to the voters, including:
 - (A) a copy of the number and ballot title of each ballot proposition;
 - (B) the final vote cast for each ballot proposition, if any, by a legislative body if the vote was required to place the ballot proposition on the ballot;

- (C) a complete copy of the text of each ballot proposition, with all new language underlined and all deleted language placed within brackets; and
 - (D) other factual information determined helpful by the election official.
- (b) The information under Subsection [\(4\)\(a\)](#) shall be submitted to the lieutenant governor no later than one business day after the deadline under Subsection [\(4\)\(a\)](#) for each general election year and each municipal election year.
 - (c) The lieutenant governor shall:
 - (i) review the information submitted under this section, to determine compliance under this section, prior to placing it on the website;
 - (ii) refuse to post information submitted under this section on the website if it is not in compliance with the provisions of this section; and
 - (iii) organize, format, and arrange the information submitted under this section for the website.
 - (d) The lieutenant governor may refuse to include information the lieutenant governor determines is not in keeping with:
 - (i) Utah voter needs;
 - (ii) public decency; or
 - (iii) the purposes, organization, or uniformity of the website.
 - (e) A refusal under Subsection [\(4\)\(d\)](#) is subject to appeal in accordance with Subsection [\(5\)](#).
- (5) (a) A person whose information is refused under Subsection [\(4\)](#), and who is aggrieved by the determination, may appeal by submitting a written notice of appeal to the lieutenant governor before 5 p.m. within 10 business days after the date of the determination. A notice of appeal submitted under this Subsection [\(5\)\(a\)](#) shall contain:
 - (i) a listing of each objection to the lieutenant governor's determination; and
 - (ii) the basis for each objection.
 - (b) The lieutenant governor shall review the notice of appeal and shall issue a written response within 10 business days after the day on which the notice of appeal is submitted.
 - (c) An appeal of the response of the lieutenant governor shall be made to the district court, which shall review the matter de novo.
- (6) (a) The lieutenant governor shall ensure that each voter will be able to conveniently enter the voter's address information on the website to retrieve information on which offices, candidates, and ballot propositions will be on the voter's ballot at the next general election or municipal election.
 - (b) The information on the website will anticipate and answer frequent voter questions including the following:
 - (i) what offices are up in the current year for which the voter may cast a vote;
 - (ii) who is running for what office and who is the incumbent, if any;
 - (iii) what address each candidate may be reached at and how the candidate may be contacted;
 - (iv) for partisan races only, what, if any, is each candidate's party affiliation;
 - (v) what qualifications have been submitted by each candidate;
 - (vi) where additional information on each candidate may be obtained;
 - (vii) what ballot propositions will be on the ballot; and
 - (viii) what judges are up for retention election.
- (7) The lieutenant governor shall ensure that each voter may conveniently enter the voter's name, date of birth, and address information on the website to retrieve information on the status of the voter's ballot if the voter's ballot is trackable under Section [20A-3a-401.5](#).
 - (8) As resources are made available and in cooperation with the county clerks, the lieutenant governor may expand the electronic voter information website program to include the same information as provided under this section for special elections and primary elections.

Amended by Chapter [100](#), 2021 General Session

Part 6
Municipal Alternate Voting Methods Pilot Project

20A-4-601 Definitions.

As used in this part:

- (1) “Candidate amplifier” means the product of:
 - (a) two less than the total number of candidates in a given ballot-counting phase of a multi-candidate race; and
 - (b) .02%.
- (2) “First preference ranking” means the candidate selected as the candidate most preferred by a voter, as indicated by:
 - (a) the number one; or
 - (b) if the voter does not assign the number one to any candidate, the number two.
- (3) “Multi-candidate race” means a nonpartisan municipal race where:
 - (a) for the election of at-large officers, the number of candidates who qualify for the race exceeds the total number of seats to be filled; or
 - (b) for the election of an officer other than an at-large officer, more than two candidates qualify to run for one office.
- (4) “Participating municipality” means a municipality that is participating in the pilot project, in accordance with Subsection 20A-4-602(3).
- (5) “Pilot project” means the Municipal Alternate Voting Methods Pilot Project created in Section 20A-4-602.
- (6) “Recount threshold” means the sum of the candidate amplifier and the following:
 - (a) for a ballot-counting phase in which fewer than 100 valid rankings are counted, 0.21%;
 - (b) for a ballot-counting phase in which at least 100, but fewer than 500, valid rankings are counted, 0.19%;
 - (c) for a ballot-counting phase in which at least 500, but fewer than 1,000, valid rankings are counted, 0.17%;
 - (d) for a ballot-counting phase in which at least 1,000, but fewer than 5,000, valid rankings are counted, 0.15%;
 - (e) for a ballot-counting phase in which at least 5,000, but fewer than 10,000, valid rankings are counted, 0.13%; and
 - (f) for a ballot-counting phase in which 10,000 or more valid rankings are counted, 0.11%.
- (7) “Valid” means that the ballot is marked in a manner that permits the ranking to be counted during the applicable ballot-counting phase.

20A-4-602 Municipal Alternate Voting Methods Pilot Project -- Creation -- Participation.

- (1) There is created the Municipal Alternate Voting Methods Pilot Project.
- (2) The pilot project begins on January 1, 2019, and ends on January 1, 2026.
- (3)
 - (a) A municipality may participate in the pilot project, in accordance with the requirements of this section and all other applicable provisions of law, during any odd-numbered year that the pilot project is in effect, if, before May 1 of the odd-numbered year, the legislative body of the municipality:
 - (i) votes to participate; and
 - (ii) provides written notice to the lieutenant governor and the county clerk stating that the municipality intends to participate in the pilot project for the year specified in the notice.

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- (b) The legislative body of a municipality that provides the notice of intent described in Subsection (3)(a) may withdraw the notice of intent, and not participate in the pilot project, if the legislative body of the municipality provides written notice of withdrawal to the lieutenant governor and the county clerk before May 1.
 - (4) The lieutenant governor shall maintain, in a prominent place on the lieutenant governor's website, a current list of the municipalities that are participating in the pilot project.
 - (5)
 - (a) An election officer of a participating municipality shall, in accordance with the provisions of this part, conduct a multi-candidate race during the municipal general election using instant runoff voting.
 - (b) Except as provided in Subsection 20A-4-603(9), an election officer of a participating municipality that will conduct a multi-candidate race under Subsection (5)(a) may not conduct a municipal primary election relating to that race.
 - (c) A municipality that has in effect an ordinance described in Subsection 20A-9-404(3) or (4) may not participate in the pilot project.
 - (6) Except for an election described in Subsection 20A-4-603(9), an individual who files a declaration of candidacy or a nomination petition, for a candidate who will run in an election described in this part, shall file the declaration of candidacy or nomination petition during the office hours described in Section 10-3-301 and not later than the close of those office hours, no sooner than the second Tuesday in August and no later than the third Tuesday in August of an odd-numbered year.

20A-4-603 Instant runoff voting.

- (1) In a multi-candidate race, the election officer for a participating municipality shall:
 - (a)
 - (i) conduct the first ballot-counting phase by counting the valid first preference rankings for each candidate; and
 - (ii) if one of the candidates receives more than 50% of the valid first preference rankings counted, declare that candidate elected;
 - (b) if, after counting the valid first preference rankings for each candidate, no candidate receives more than 50% of the valid first preference rankings counted, conduct the second ballot-counting phase by:
 - (i) excluding from the multi-candidate race:
 - (A) the candidate who received the fewest valid first preference rankings counted; or
 - (B) in the event of a tie for the fewest valid first preference rankings counted, one of the tied candidates, determined by the election officer by lot, in accordance with Subsection (6);
 - (ii) adding, to the valid first preference rankings counted for the remaining candidates, the next valid preference rankings cast for the remaining candidates by the voters who cast a valid first preference ranking for the excluded candidate; and
 - (iii) if, after adding the rankings in accordance with Subsection (1)(b)(ii), one candidate receives more than 50% of the valid rankings counted, declaring that candidate elected; and
 - (c) if, after adding the next valid preference rankings in accordance with Subsection (1)(b)(ii), no candidate receives more than 50% of the valid rankings counted, conduct subsequent ballot-counting phases by continuing the process described in Subsection (1)(b) until a candidate receives more than 50% of the valid rankings counted, as follows:
 - (i) excluding from consideration the candidate who has the fewest valid rankings counted or, in the event of a tie for the fewest valid rankings counted, excluding one of the tied candidates, by lot, in accordance with Subsection (6); and
 - (ii) adding the next valid preference ranking cast by each voter whose ranking was counted for the

last excluded candidate to one of the remaining candidates, in the order of the next preference indicated by the voter.

- (2) The election officer shall declare elected the first candidate who receives more than 50% of the valid rankings counted under the process described in Subsection (1).
- (3) A ranking is valid for a particular ballot-counting phase of a multi-candidate race if:
 - (a) the voter indicates the voter's preference for that ballot-counting phase and all previous ballot-counting phases; or
 - (b) in the event that the voter skips a number in filling out the rankings on a ballot:
 - (i) the voter clearly indicates an order of preference for the candidates;
 - (ii) the voter does not skip two or more consecutive numbers at any point before the preference ranking that would otherwise be counted for the current ballot-counting phase;
 - (iii) the candidate next preferred by the voter is clearly indicated by a subsequent number that most closely follows the number assigned by the voter for the previously-ranked candidate; and
 - (iv) the voter did not give the same rank to more than one candidate for the applicable ballot-counting phase or a previous ballot-counting phase.
- (4) A ranking is not valid for a particular ballot-counting phase of a multi-candidate race, and for all subsequent ballot-counting phases, if:
 - (a) the voter indicates the same rank for more than one candidate for that ballot-counting phase; or
 - (b) the voter skips two or more consecutive numbers before ranking another candidate.
- (5) If, for a ballot-counting phase, a voter ranks a candidate who has withdrawn from the race, the next-ranked candidate who has not withdrawn from the race will be counted for that ballot-counting phase.
- (6) For each ballot-counting phase after the first phase, if two or more candidates tie as having received the fewest valid rankings counted at that point in the ballot count, the election officer shall eliminate one of those candidates from consideration, by lot, in the following manner:
 - (a) determine the names of the candidates who tie as having received the fewest valid rankings for that ballot-counting phase;
 - (b) cast the lot in the presence of at least two election officials and any counting poll watchers who are present and desire to witness the casting of the lot; and
 - (c) sign a public document that:
 - (i) certifies the method used for casting the lot and the result of the lot; and
 - (ii) includes the name of each individual who witnessed the casting of the lot.
- (7) In a multi-candidate race for an at-large office, where the number of candidates who qualify for the race exceeds the total number of at-large seats to be filled for the office, the election officer shall count the rankings by:
 - (a) except as provided in Subsection (8), counting rankings in the same manner as described in Subsections (1) through (6), until a candidate is declared elected;
 - (b) repeating the process described in Subsection (7)(a) for all candidates that are not declared elected until another candidate is declared elected; and
 - (c) continuing the process described in Subsection (7)(b) until all at-large seats in the race are filled.
- (8) After a candidate is declared elected under Subsection (7), the election officer shall, in repeating the process described in Subsections (1) through (6) to declare the next candidate elected, add to the ranking totals the next valid preference vote of each voter whose ranking was counted for a candidate already declared elected.
- (9) An election officer for a participating municipality may choose to conduct a primary election by using instant runoff voting in the manner described in Subsections (1) through (6), except that:
 - (a) instead of determining whether a candidate receives more than 50% of the valid preference rankings for a particular ballot-counting phase, the election officer shall proceed to a subsequent


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- ballot-counting stage, and exclude the candidate who receives the fewest valid preference rankings in that phase, until twice the number of seats to be filled in the race remain; and
- (b) after complying with Subsection (9)(a), the election officer shall declare the remaining candidates nominated to participate in the municipal general election.
- (10) After completing all ballot-counting phases in a multi-candidate race, the election officer shall order a full recount of the ballots cast for that race if, in one or more of the ballot-counting phases:
- (a) the difference between the number of rankings counted for a candidate who is declared elected and the number of rankings counted for any other candidate in the same ballot-counting phase is equal to or less than the product of the following, rounded up to the nearest whole number:
- (i) the total number of voters who cast a valid ranking counted in that ballot-counting phase; and
- (ii) the recount threshold; or
- (b) the difference between the number of rankings counted for the candidate who received the fewest valid rankings in a ballot-counting phase and the number of rankings counted for any other candidate in the same ballot-counting phase is equal to or less than the product of the following, rounded up to the nearest whole number:
- (i) the total number of voters who cast a valid ranking counted in that ballot-counting phase; and
- (ii) the recount threshold.
- (11) A recount described in Subsection (10):
- (a) requires rescanning and tabulating all valid ballots; and
- (b) provides for only one recount.
- (12) Notwithstanding Section 20A-4-301, a board of municipal canvassers may extend the canvass deadline by up to seven additional days, if necessary, to conduct a recount required under Subsection (10).

20A-4-604 Batch elimination.

In any ballot count conducted under Section 20A-4-603, the election officer may exclude candidates through batch elimination by, instead of excluding only one candidate in a ballot-counting phase, excluding each candidate:

- (1) for which the number of remaining candidates with more valid rankings than that candidate is greater than or equal to the number of offices to be filled; and
- (2)
- (a) for which the number of valid rankings counted for the candidate in the ballot-counting phase plus the number of rankings counted for all candidates with fewer valid rankings in the ballot-counting phase is less than the number of valid rankings for the candidate with the next highest amount of valid rankings in the ballot-counting phase; or
- (b) who has fewer valid rankings in the ballot-counting phase than a candidate who is excluded under Subsection (2)(a).

UNOFFICIAL BALLOT
UTAH COUNTY MOCK ELECTION
THURSDAY, MAY 2, 2019

INSTRUCTIONS TO VOTERS: To vote, completely darken the oval next to the candidate's name like this . Use ballpoint pen with black or blue ink (not red).

To rank your candidate choices, fill in the oval:

- In the 1st column for your 1st choice candidate.
- In the 2nd column for your 2nd choice candidate, and so on

Continue until you have ranked as many or as few candidates as you like.

Fill in no more than one oval for each candidate or column.

If you tear, deface, or wrongly mark this ballot, contact the County Clerk's office or Poll Worker.

FAVORITE NATIONAL PARK IN UTAH	1st Choice	2nd Choice	3rd Choice	4th Choice	5th Choice
Zions National Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bryce Canyon National Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Arches National Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Canyonlands National Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Capitol Reef National Park	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

FAVORITE HOLIDAY	1st Choice	2nd Choice	3rd Choice	4th Choice	5th Choice	6th Choice
Christmas	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Easter	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Halloween	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4th of July	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Thanksgiving	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pioneer Day	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>