



WENDY DOWNS
CITY RECORDER

MONICA
ZOLTANSKI
MAYOR

SHANE PACE
CHIEF
ADMINISTRATIVE
OFFICER

MEMORANDUM

**To: Mayor Zoltanski
City Council
Lynn Pace, City Attorney
Shane Pace, CAO**

From: Wendy Downs, City Recorder

Date: 3/21/2025

Re: 2025 Municipal Election ILA with Salt Lake County

As you are aware, Sandy City contracts with Salt Lake County Elections to administer our municipal elections. Each election year we enter into an Interlocal Agreement with Salt Lake County for Municipal Election. Included in the agreement is the cost estimate for the cost administering the Primary and General Election.

In 2023, the actual cost of our elections was \$ 322,838.84. Which was about \$114,000 over the good faith estimate due to low participation by other entities in the Primary Election. They have included in this year's cost estimate the chance of that happening again.

Election cost estimates information:

- County Applied a general inflation rate of 6% across the board.
- Used 2023 total actual costs to calculate 2025 estimates
- Went to a Vote Unit formula to estimate costs instead of going by active voters.
 - A vote unit represents one active registered voter eligible to vote in a specific contest.
 - The total vote units for a contest equal the number of eligible voters in that contest.
 - A city's total vote units are the sum of vote units from all its contests.
- Election costs are distributed proportionally based on each city's share of total vote units. For example, if Sandy's contests make up 30% of all vote units in the election, Sandy would be responsible for 30% of the election cost.



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- New Admin \$2,000 fee – non-refundable: the amount will go towards the final costs but initially pays for the work done prior to candidate filing and the primary election. – Amount due July 1, 2025
- Sandy City will have 3 ballots specific to our races:
 - Mayor & At Large – entire city
 - Mayor, At-Large, & District 1
 - Mayor, At-Large, & District 3

The 2025 good faith estimates included a general inflation rate increase of 6% and the new weighted vote unit formula.

This year's cost estimates included three different potential cost estimates that include:

1. Base Scenario - All entities participating in a primary
2. High Participation Scenario – 2/3 entities participating in primary
3. Low Participation Scenario – 1/3 entities participating in primary

Our total cost estimates for those three are:

- 1. Base - \$287,184**
- 2. High - \$348,379**
- 3. Low - \$615,576**

Here is a copy of exhibit B of the Interlocal Cooperation Agreement which is the Election costs for our 2025 Municipal Election. (see on next page)



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Below is the good faith range of estimates for the upcoming **2025 Municipal Elections for Sandy**. Assumptions for providing this estimate consist of the following:

- A. Active voters (as of 1/1/2025): **55,926**
- B. Election for the offices below:
 - Mayor
 - Council District 1
 - Council District 3
 - Council At-Large
- C. Other participating entities: both Primary and General election costs will fluctuate based on the number of participating entities. The cost for each entity in each election will rise as other entities decline participation in that election due to cancellation of contests, etc. The estimates below are premised on three scenarios with varying levels of election participation.

Cost Estimate

Description	Base Scenario (all entities participating in primary)	High Participation Scenario (~2/3 entities participating in primary)	Low Participation Scenario (~1/3 entities participating in primary)
Primary Election Cost	\$83,978	\$117,990	\$385,209
General Election Cost	\$203,206	\$230,389	\$230,367
Election Administration Fee	\$20,000	\$20,000	\$20,000
Ranked Choice Software Charge <i>(if applicable)</i>	[\$26,250 / # of participating entities]	[\$26,250 / # of participating entities]	[\$26,250 / # of participating entities]