



**2019
VOTE PROCESSING EQUIPMENT
USE AGREEMENT AND
ELECTIONS SERVICES CONTRACT
FOR MUNICIPAL ELECTIONS**

This Vote Processing Equipment Use Agreement and Elections Services Contract (hereinafter referred to as the "Agreement") is hereby entered into by and between the **Orange County Supervisor of Elections Office**, (hereinafter referred to as "SOE") and the **City of Belle Isle, Orange County, Florida**, (hereinafter referred to as "MUNICIPALITY").

RECITALS:

WHEREAS, pursuant to Section 101.34, Florida Statutes, SOE is the legal custodian of certified vote processing equipment owned by Orange County, Florida and is hereby charged with the responsibility for custody and maintenance of said equipment; and,

WHEREAS, MUNICIPALITY desires, or is otherwise statutorily obligated, to conduct an election that requires the use of vote processing equipment to count ballots; and,

WHEREAS, All vote processing equipment requires specially trained and knowledgeable individuals to program, operate and maintain said equipment; and,

WHEREAS, The Orange County Board of County Commissioners has authorized SOE to provide any necessary terms and conditions for the use of such voting equipment; and,

WHEREAS, SOE can provide the necessary personnel to program, operate and maintain said equipment; and,

WHEREAS, MUNICIPALITY hereby acknowledges full responsibility for any and all applicable requirements under the Florida Election Code and any provisions of the city charter or municipal ordinances which may not be addressed or included in this agreement.

NOW, THEREFORE, in consideration of the premises and of the mutual promises, terms and conditions stated herein SOE and MUNICIPALITY agree as follows:

SECTION 1. Recitals. The above recitals are true and correct and incorporated herein.

SECTION 2. Agreement. SOE shall provide to MUNICIPALITY such necessary vote processing equipment and services according to the terms and conditions stated in this Agreement, for the purposes of conducting a General Election to be held on Tuesday, March 12, 2019, and a Run-off Election, if necessary, to be held on Tuesday, April 9, 2019 along with the necessary equipment and services to facilitate any early voting sites and polling places as may be necessary and agreed upon by the parties.

SECTION 3. Operation and Programming Services.

DS200 For each election, MUNICIPALITY shall pay SOE One Hundred Fifty Dollars (\$150.00) for the program and maintenance of any DS200 tabulator and Seventy-five Dollars (\$75.00) for each additional tabulator that is identically programmed. For Early Voting, MUNICIPALITY shall pay SOE Seventy-five Dollars (\$75.00) for the program, maintenance and operation of each DS200 tabulator that is identically programmed and operated as the DS200 tabulators that are programmed for Election Day.

M650 For each election, MUNICIPALITY shall pay SOE Two Hundred Dollars (\$200.00) for the program, maintenance and operation of any M650 high-speed ballot counting equipment. Such fee shall include up to four (4) hours of processing time, election set-up and coordination, programming of high-speed ballot counting equipment and processing of envelopes through the automatic envelope openers. For each additional hour needed to provide the services described in this paragraph, MUNICIPALITY shall pay SOE Fifty Dollars (\$50.00) per hour.

Epoll Books For each election, MUNICIPALITY shall pay SOE Seventy-five Dollars (\$75.00) for data base set-up and maintenance of each precinct tablet set-up, which includes 2 Epoll Books and 1 Help Desk tablet per precinct. Additional check in tablets will be charged at Seventy-five Dollars (\$75.00) each.

Repairs For any election, all maintenance, repairs or other troubleshooting services for vote processing equipment, including any processors or tablets, will be performed exclusively by SOE and such services are included in all stated charges. However, SOE does reserve the right to seek reimbursement from MUNICIPALITY for any repairs or maintenance caused by any negligent or unauthorized acts by any employee or representative of MUNICIPALITY.

SECTION 4. Additional Early Voting Services for Off-Site Locations For Non-Ballot-on-Demand Method

Tablets For each early voting site other than the Office of the SOE, MUNICIPALITY shall pay SOE Three Hundred and Seventy-Five Dollars (\$375.00) for the program and operation of two check-in stations. Such service fee includes the downloading or uploading of any necessary data. These charges are per election.

Printers For each early voting site other than the Office of the SOE, MUNICIPALITY shall pay SOE One Hundred and Seventy-Five Dollars (\$175.00) for the programming, configuration and set-up of any connected printer. These charges are per election.

Delivery For each early voting site other than the Office of the SOE, MUNICIPALITY shall pay SOE Two Hundred Dollars (\$200.00) for the delivery, set-up and/or pick-up of any early voting equipment. These charges are per election.

SECTION 5. Other Election Charges.

Supplies For each election, MUNICIPALITY shall pay SOE for consumable precinct supplies at a rate of One Hundred Fifty Dollars (\$150.00) for each precinct and each Early Voting site. SOE will arrange pick up of precinct supplies no later than the day after the election. MUNICIPALITY shall also identify and provide a secure place for precinct clerk(s) to return supplies and voted and unvoted ballots on election night.

PAPER PL/PR For each election, MUNICIPALITY shall pay SOE the actual costs incurred to produce, print and bind Poll Lists/Precinct Registers ("PL/PR"), including any paper or delivery costs. SOE shall have sole discretion in selecting a third party vendor to perform the requisite printing and binding services.

Communication For each election, MUNICIPALITY shall pay SOE for any actual costs incurred by SOE from a third party telecommunications provider for the set-up, activation, use and deactivation of any telephone or wireless internet lines which in the SOE's sole discretion are necessitated at any voting site. MUNICIPALITY shall also pay SOE for the cost incurred for paying Poll Workers for use of personal cell phones as needed for Election Day communication. Selection of the third party telecommunications providers shall be at the preference of SOE.

Indexes For any Street Indexes ordered or required, MUNICIPALITY shall pay SOE Nine Dollars (\$9.00) as a set-up services fee plus Twenty-five Cents (\$.25) for each printed page.

Vote by Mail ballots For each election, MUNICIPALITY shall pay SOE One Dollar with Seventy-five Cents (\$1.75) for each Vote by Mail ballot request processed plus actual postage costs. MUNICIPALITY shall also pay SOE Ten Cents (\$.10) for each Vote by Mail ballot signature verified.

MUNICIPALITY may choose to pay return postage for Vote by Mail ballots at the actual cost incurred.

Early Voting MUNICIPALITY shall reimburse SOE for any overtime hours by SOE staff due to weekend hours for Early Voting locations including any hours accrued by SOE staff at the Offices of SOE. SOE may elect to evenly apportion the costs for early voting overtime hours among various municipalities, if appropriate, but in no event shall SOE be obligated to apportion such costs. SOE shall insure that experienced SOE personnel staff each Early Voting site, in accordance with Florida law.

Notices For each election, MUNICIPALITY shall pay SOE Twenty-five Cents (\$.25) for each Notice of Election that is mailed to each eligible voter plus actual postage costs.

Fee Schedule For each election, MUNICIPALITY shall pay SOE for any other goods or services not specifically provided for in this Agreement but that may be described or listed in the latest Municipal Fee Schedule as distributed to MUNICIPALITY. MUNICIPALITY agrees that the Municipal Fee Schedule and the prices contained therein are subject to change.

Other For each election and upon proper notice to MUNICIPALITY, MUNICIPALITY shall pay SOE for any other election services not contemplated herein which may be needed to conduct an orderly election.

SECTION 6. Term. For each election, the terms of this Agreement begins with ballot layout and concludes when ballots have been processed, election results have been certified, all vote processing equipment has been returned to the SOE's warehouse and an audit, if applicable, has been completed. In the event of an election contest or challenge, SOE agrees to cooperate in providing any public records which the SOE maintains or otherwise controls.

SECTION 7. Applicable Requirements of Florida's Election Code. MUNICIPALITY shall properly call the election in accordance with any Florida Statutes, applicable charter provisions or city ordinances. MUNICIPALITY agrees that the Municipal Clerk is responsible for the conduct of the city's elections and for insuring compliance with all applicable Florida Statutes, including the Florida Election Code and any municipal charter provisions and ordinances. Any obligations or duties not set forth in this Agreement shall be the sole responsibility of MUNICIPALITY.

SECTION 8. Notice and Advertisement of Elections. MUNICIPALITY shall prepare and arrange for publication of all legal advertising required by state and federal statutes, city charter & city ordinances. MUNICIPALITY agrees that all advertisements of elections conducted in Orange County shall be published in both English and Spanish and that MUNICIPALITY shall be responsible for the accurate and complete translation of any such notices. SOE shall, if available, provide samples of required advertising upon request.

SECTION 9. Qualifying of Candidates. MUNICIPALITY may provide qualifying packets to candidates. MUNICIPALITY shall accept and process all qualifying papers and fees. For audio ballots, MUNICIPALITY shall collect pronunciation guides from candidates at the time of qualifying and shall submit them to SOE at the close of qualifying.

If petitions are part of qualifying process, MUNICIPALITY shall pay to SOE ten (10) cents per name checked to verify any signatures on qualifying petitions. SOE agrees to verify any signatures for any qualifying petitions submitted by MUNICIPALITY.

In no event shall SOE issue any recommendations or make any legal determinations as to the qualifications or eligibility of any candidate for municipal office.

SECTION 10. Printing of Ballots and Ballot Services. MUNICIPALITY shall place an order for a sufficient quantity of Election Day ballots with a third party printer as selected exclusively by SOE. MUNICIPALITY shall provide prompt payment to the third party printer for the cost of any printed ballots or election materials. MUNICIPALITY shall also pay SOE a per ballot fee for each Vote by Mail and Early Voting ballot printed.

MUNICIPALITY shall furnish, immediately upon the conclusion of the qualifying period, all ballot information in English and Spanish including the name the name of the candidates as they are to appear on the ballot; the name of the Municipality; the name of the election; the title of office and/or referendum title; explanation; and questions.

SOE agrees to provide the layout of the ballot(s) based on the information furnished by MUNICIPALITY and deliver ballot layout to the approved printer. MUNICIPALITY will place ballot order with printer. Both SOE and MUNICIPALITY must sign off on ballot proof(s).

Once test ballots are received from the printer, SOE will test all vote processing equipment in accordance with the standards established by the Florida Division of Elections and any applicable Florida Statutes. Upon receipt of the printed ballots from the printer SOE shall receive, securely store and account for all ballots until disbursed to Early Voting locations or to poll clerks. SOE shall also control and limit all access to unvoted ballots while in the possession of SOE.

SECTION 11. Poll Workers. SOE will select poll workers from a group of experienced poll workers. SOE will assign back-up poll workers to be available on Election morning. SOE will train all poll workers in accordance with the Florida Election Code and other guidelines, procedures or regulations as followed or adopted for the conduct of elections in Orange County. Clerk for MUNICIPALITY, or a representative, shall be in attendance for poll worker training sessions, at minimum the Poll Clerk training. SOE shall distribute all necessary supplies and ballots at poll worker training sessions. MUNICIPALITY shall pay poll workers directly for their services at pay rates previously established by SOE.

SOE will select and train early voting staff. SOE will pay early voting staff directly for their services. MUNICIPALITY will be billed for any overtime charges incurred due to Early Voting.

SECTION 12. Selection of Polling Places and Early Voting Sites. SOE shall approve any Polling Place(s) and Early Voting site(s) intended for use of as a voting location. Each location shall meet necessary ADA requirements. MUNICIPALITY shall conduct an onsite inspection of all polling places, including any early voting locations used other than the Office of SOE, and confirm that such locations are accessible to disabled and elderly voters. SOE reserves the right to select a suitable alternative if any proposed site fails to meet with SOE approval. MUNICIPALITY shall provide a list of proposed polling places and early voting sites no later than thirty-five (35) days prior to the date of the election. MUNICIPALITY shall pay any rental fees or usage fees directly to the polling place.

MUNICIPALITY shall notify SOE in writing if any tables or chairs will be required. Note that each polling place must, as determined by SOE, provide a minimum number of tables and chairs. MUNICIPALITY shall pay any rental fees incurred by SOE for tables and chairs.

SECTION 13. Sample Ballots. SOE shall layout, check and deliver sample ballot layout to a third party vendor for distribution to registered voters. MUNICIPALITY shall review the sample ballots and confirm the accuracy of the election date, office, candidate names, polling place and all other information contained therein. SOE shall coordinate the mailing of the sample ballots to all registered voters in the municipality prior to the election including accurate polling place information. MUNICIPALITY shall reimburse SOE for all costs incurred in producing and mailing sample ballots.

SECTION 14. Vote by Mail Ballots. MUNICIPALITY shall refer all requests for Vote by Mail ballots to SOE. Unless MUNICIPALITY or the Clerk for MUNICIPALITY provides written directions to the contrary, SOE agrees to accept all requests for Vote by Mail ballots by telephone, mail, or in person. SOE also agrees to mail Vote by Mail & overseas ballots as requested by registered voters, receive and securely store any voted Vote by Mail ballots, verify the signatures on any returned voted Vote by Mail ballot certificates and to account for all Vote by Mail ballots.

MUNICIPALITY shall provide adequate staff assistance for the opening and handling of Vote by Mail ballots during the counting process and shall coordinate a date for the opening and counting of such Vote by Mail ballots with SOE.

- SECTION 15. Transportation of Elections Equipment and Supplies. SOE will be responsible for delivery and pick up of any voting equipment. One day prior to Election Day, voting equipment will be delivered by SOE, or a third party representative of SOE. One day after Election Day, voting equipment will be picked up by SOE, or a third party representative of SOE. MUNICIPALITY shall reimburse SOE, for any and all costs incurred for equipment delivery and pickup. SOE shall have full discretion and authority to hire and employ any outside third parties to assist with or perform delivery and pick-up of voting equipment. **MUNICIPALITY IS NOT PERMITTED TO DELIVER ANY ELECTION EQUIPMENT.**
- SECTION 16. Location and Storage of Voting Equipment. All voting equipment shall be stored, maintained and located in a well-protected, secure, temperature-controlled and indoor room or facility. Once the voting equipment is delivered to a voting site or early voting site, no equipment shall be relocated without the prior written approval of SOE.
- SECTION 17. Canvassing of Election Results. MUNICIPALITY shall schedule and coordinate the date on which the municipal canvassing board is to assemble to canvass the results of the election. If applicable, MUNICIPALITY shall coordinate for the use of SOE facilities to conduct the canvassing board activities. MUNICIPALITY shall notice and advertise, as needed, the dates of any canvassing board meetings. MUNICIPALITY shall convene the canvassing board to determine which voted Vote by Mail ballots are to be tabulated. MUNICIPALITY shall provide for collection of results from each precinct(s).
- SECTION 18. Audits. MUNICIPALITY shall provide necessary personnel to conduct the audit as prescribed by law. MUNICIPALITY agrees to pay SOE for any additional costs as may be necessary, including overtime expenses, for conducting the audit.
- SECTION 19. Post-Election Records Retention. SOE shall process affirmation forms and sort, inventory and pack all election materials for pick up by the Municipal Clerk for retention and disposition. MUNICIPALITY shall store or cause to be stored all necessary election records and ballots until expiration of retention period as prescribed by applicable Florida Statutes and rules.

- SECTION 20. Voter History. MUNICIPALITY and SOE will make mutually acceptable arrangements for recording voter history. The date selected for undertaking this activity may occur subsequent to the conclusion of all election dates and outside of the terms of this agreement but both parties agree to work toward recording voter history in a timely manner.
- SECTION 21. Other Necessary Costs. Any additional costs or fees that may be incurred by SOE in compliance with the Florida Election Code and as a direct result of either any Election, if necessary, that are not specified in this contract shall be paid for by MUNICIPALITY at rates and fees as established by SOE. Examples of such additional costs or reimbursements include, but are not limited to, the following:
- A. Recounts – Any expenditure for conducting a recount, including any overtime expenses for reprogramming voting equipment, and other expenses as may be necessary to conduct a recount; and,
 - B. Attorney's Fees and Costs - Actual attorney's fees and costs incurred by SOE for research on any election related matter shall be invoiced by SOE for reimbursement by MUNICIPALITY.
- SECTION 22. Hold Harmless Covenant. MUNICIPALITY shall at all times hereafter indemnify, hold harmless and, at SOE's option, defend or pay for an attorney selected by SOE to defend SOE, its officers, agents, and employees against any and all claims, damages, injuries, losses, liabilities, and expenditures of any kind, including attorney fees, court costs, and expenses, arising out of or resulting from any or all acts of omission or commission of or by the MUNICIPALITY, its officers, agents, or employees, with respect to any election conducted pursuant to this Agreement. MUNICIPALITY also agrees to indemnify SOE against any administrative challenges, civil suits, or other legal challenges or appeals that may arise, including all attorney's fees and costs, from the contest of election results or the validation of any candidate qualifications.
- Parties recognize that SOE is a state agency or subdivision as defined in Section 768.28, Florida Statutes and that nothing herein is intended to serve as a waiver of sovereign immunity by SOE for acts or omissions to which sovereign immunity applies. Furthermore, nothing herein shall be construed as consent by SOE, as a state agency or subdivision of the State of Florida, to be sued by third parties in any matter arising out of any contract.

SECTION 23. Entirety and Amendments. The Agreement embodies the entire agreement between SOE and MUNICIPALITY and supersedes all prior agreements and understandings relating to the conduct of elections. No modification, amendment or alteration to this Agreement shall be effective or binding unless submitted in writing and executed by duly authorized representatives of both SOE and MUNICIPALITY.

SECTION 24. Effective Date. The Effective Date of this Agreement shall be the latest date of execution by duly authorized representatives of SOE and MUNICIPALITY as shown on the signature page hereto.

Please initial in the appropriate columns	YES	NO
MUNICIPALITY will pay return postage for Vote by Mail ballots		
MUNICIPALITY gives SOE permission to begin processing Vote by Mail ballots prior to Election evening		
MUNICIPALITY will use 2018 SOE Canvassing Criteria		

IN WITNESS WHEREOF, we, the undersigned, do hereby state that we have the authority to bind and obligate as promised herein, SOE and MUNICIPALITY for purposes of executing this Agreement on the dates set forth below.

Signature

Bill Cowles

Name (Printed or Typed)

Orange County Supervisor of Elections

Title

Date

Witness Signature

Witness Name (Printed or Typed)

Signature

Name (Printed or Typed)

Title

Date

Witness Signature

Witness Name (Printed or Typed)



NOTICE OF ELECTIONS AND SUPERVISED VOTING PROCESS

NOTICE OF ELECTIONS (NOE):

Notice of Elections for the March 12, 2019 Municipal Election and for any Run-off Election if necessary will be mailed **on December 12, 2018**.

Notice of Elections for the November 5, 2019 Orlando General Election and for the Run-off Election if necessary will be mailed **on August 7, 2019**.

*Notices of Elections are mailed no later than 90 days prior to the election to Civilian Overseas, Military and Military Overseas voters as required by Florida Statutes (F.S. 100.025).

SUPERVISED VOTING FOR ABSENTEE ELECTORS

F.S. 101.655 At the request of any administrator of an assisted living facility or nursing home the Supervisor of Elections shall provide supervised voting for absent electors where there are five or more electors who wish to vote absentee.

☐ City requests to have the Supervised Voting Program:

☐ To be organized and staffed by city employees.

☐ To have the Orange County SOE office organize and staff this project. City must provide the Elections office a list of Nursing Homes/Assisted Living Facilities to contact.

City Clerk Signature

City or Municipality

SUPERVISED VOTING

F.S. 101.655 Supervised voting by absent electors in certain facilities.—

- (1) The supervisor of elections of a county shall provide supervised voting for absent electors residing in any assisted living facility, as defined in s. 429.02, or nursing home facility, as defined in s. 400.021, within that county at the request of any administrator of such a facility. Such request for supervised voting in the facility shall be made by submitting a written request to the supervisor of elections no later than 21 days prior to the election for which that request is submitted. The request shall specify the name and address of the facility and the name of the electors who wish to vote absentee in that election. If the request contains the names of fewer than five voters, the supervisor of elections is not required to provide supervised voting.
- (2) The supervisor of elections may, in the absence of a request from the administrator of a facility, provide for supervised voting in the facility for those persons who have requested absentee ballots. The supervisor of elections shall notify the administrator of the facility that supervised voting will occur.
- (3) The supervisor of elections shall, in cooperation with the administrator of the facility, select a date and time when the supervised voting will occur.
- (4) The supervisor of elections shall designate supervised voting teams to provide the services prescribed by this section. Each supervised voting team shall include at least two persons. Each supervised voting team must include representatives of more than one political party; however, in any primary election to nominate party nominees in which only one party has candidates appearing on the ballot, all supervised voting team members may be of that party. No candidate may provide supervised voting services.
- (5) The supervised voting team shall deliver the ballots to the respective absent electors, and each member of the team shall jointly supervise the voting of the ballots. If any elector requests assistance in voting, the oath prescribed in s. 101.051 shall be completed and the elector may receive the assistance of two members of the supervised voting team or some other person of the elector's choice to assist the elector in casting the elector's ballot.
- (6) Before providing assistance, the supervised voting team shall disclose to the elector that the ballot may be retained to vote at a later time and that the elector has the right to seek assistance in voting from some other person of the elector's choice without the presence of the supervised voting team.
- (7) If any elector declines to vote a ballot or is unable to vote a ballot, the supervised voting team shall mark the ballot "refused to vote" or "unable to vote."
- (8) After the ballots have been voted or marked in accordance with the provisions of this section, the supervised voting team shall deliver the ballots to the supervisor of elections, who shall retain them pursuant to s. 101.67.



**MUNICIPAL FEE SCHEDULE
SUPERVISOR OF ELECTIONS
ORANGE COUNTY, FLORIDA
2018-2019**

Fee schedule is only applicable to actual charges for services or goods provided by the Supervisor of Elections Office. If additional services or goods are subcontracted to another party or entity, actual costs incurred will be charged.

ELECTION DAY SERVICES

Polling Place Elections

\$150.00 for election and programming services (includes one (1) tabulator, eight (8) voting booths, one (1) emergency ballot box, (1) precinct sign, ballot layout and testing, and a printer liaison).

\$75.00 programming services fee for each additional tabulator that is identically programmed.

\$150.00 programming services fee for the first programmed ADA Voting Equipment, includes audio files.

\$75.00 programming services fee for each additional ADA Voting Equipment that is identically programmed, includes audio file.

Actual costs incurred for equipment delivery and/or pick-up (if applicable).

\$75.00 for each precinct tablet set-up fee. (includes 2 ePoll Books & 1 Help Desk tablet per precinct)

\$75.00 for each additional tablet set-up fee.

\$41.00 for Internet Mifi hotspot access.

\$5.00 per precinct, Election night results modeming fee.

\$35.00 for each precinct iPad mini set-up fee. (used by Line Walker & only if requested by the municipality)

\$25.00 for each Poll Worker reimbursed personal cell phone usage, includes Poll Clerk & HDOPs at each precinct.

HIGH SPEED COUNTER SERVICES

Vote-By- Mail Ballot Counting

\$200.00 per election which includes up to four (4) hours of processing time, election set-up and coordination, programming of high speed ballot counting equipment and processing of envelopes through the automatic envelope openers.

\$50.00 for each additional hour

Mail Ballot Elections

\$200.00 per election which includes up to four (4) hours of processing time, election set-up and coordination, programming of high speed ballot counting equipment, printer liaison and processing of envelopes through the automatic envelope openers.

\$50.00 for each additional hour

EARLY VOTING ELECTION SERVICES

Early Voting Sites

\$375.00 per election set-up, includes programming and functionality of 2 check-in station tablets including the downloading or uploading of any necessary data.

\$75.00 for each additional check-in tablet set-up fee.

\$175.00 for the programming, configuration and set-up of any connected printer.

Actual BOD printing costs Incurred, cost of paper and toner.

\$41.00 Internet Mifi hotspot access.

\$200.00 per site for the delivery and/or pick-up of any Early Voting equipment.

OTHER ELECTION CHARGES

Back-up Poll List/Precinct Register (PL/PR)	Actual printing costs by a third party vendor plus any paper costs. \$150.00 set-up service, plus \$.20 per page printing cost if done in-house, plus any paper costs.
Street Index	\$9.00 set-up services fee plus \$.25 for each printed page.
Vote-By-Mail* & Early Voting BOD Ballots	8.5x11: single sided \$.2675 8.5x11: double sided \$.3075 8.5x17: single sided \$.2775 8.5x17: double sided \$.3175
*Vote-By-Mail Ballot Materials & Handling (in-house)	\$1.75 per voter processed plus actual postage costs incurred
Vote-By-Mail Ballot Materials & Handling (out sourced: as determined by Supervisor of Elections staff based on workload/quantities)	Actual printing costs by a third party vendor plus actual postage costs incurred
Verifying Vote-By-Mail Signatures	\$.10 per each signature checked
Sample Ballots	Actual printing costs by a third party vendor plus actual postage costs incurred.
Consumable Supplies	\$150.00 per precinct \$150.00 per Early Voting Site
Notice of Elections	Notice of Elections are mailed to all military and overseas voters at a rate of \$.25 per notice plus actual postage.
Election Support Outside Office Hours	As determined by the Supervisor of Elections, direct staff costs will be charged for any extra hours not otherwise specified herein.
Attorney's Fees and Costs	Actual attorney's fees and costs incurred by the Supervisor of Elections office will be invoiced for reimbursement to the municipality.

MUNICIPAL ANNEXATION BALLOT OR SPECIAL DISTRICT ISSUE

Direct Staff Costs	\$30.00 for the each hour or partial hour of Supervisor of Elections Staff member that provides services for the election. Staff time charges for street changes in annexation ballot issues are directly proportional to the number of changes required and the research time for the street number ranges for each election.
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County Canvassing Board Ad	Actual costs of any advertisement in connection with the election.
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If the Annexation Passes:

Voter Information Card	Actual cost of information card plus actual postage costs.
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SALE OF VOTER LISTS

Magnetic Medium	\$10.00 per CD
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OTHER MISCELLANEOUS SERVICES AND CHARGES

Checking names on petitions	\$.10 per name as provided for in Section 99.097(4), Florida Statutes
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Copies	Copies may not be larger than 8½ x 14 \$.15 per one-sided page \$.20 per two-sided page
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Certified Copies	\$ 1.00 per page
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Precinct Wall Maps	\$ 5.00 per map
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Precinct Map Book	\$25.00 per book
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Service Fees for Voting Booths	Service charges apply for staff to obtain voting booths from storage and then return them to storage. \$6.00 for 1 to 3 booths. \$2.00 for each additional booth.
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Service Fees for Ballot Boxes	Service charges apply for staff to obtain emergency ballot boxes from storage and then return them to storage. \$ 5.00 for 1 to 5 ballot boxes. \$ 1.00 for each additional ballot box.
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Table and Chair Rentals

Service charges apply for staff to obtain tables and chairs from storage and then return them to storage.

\$5.00 for each table.

\$1.00 for each chair.

Government Executive

USPS Wins Approval for Largest-Ever Price Increase for Stamps

By Eric Katz

November 13, 2018

The U.S. Postal Service's regulator on Tuesday approved the largest-ever price increase for the cost of a stamp, cementing a 10 percent spike to bring the price tag for sending a letter to 55 cents.

The Postal Regulatory Commission approved the jump after determining the Postal Service's proposal complied with requirements, such as ensuring any price surge is not more than inflation. Prices will increase across the agency's offerings by an average of 2.5 percent, the inflationary cap.

Individual offerings, such as the stamp for regular, first-class mail, will outpace that rate. Packages sent as Priority Mail will see costs rise by 5.9 percent, while Priority Mail Express will have 3.9 percent higher rates. The new prices will go into effect Jan. 27.

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On "competitive products," such as packages and shipping, the regulatory commission must also ensure the Postal Service is covering all of its costs without cross-subsidization from its "market-dominant products" like regular, first-class mail. PRC said the USPS proposals for both classes of mail "meet all statutory requirements."

The 5 cent increase on stamps is the largest increase since 1991, when the Postal Service raised the price 4 cents to \$0.29, a 16 percent increase.

USPS has for years sought more autonomy to set higher prices for its products. In 2016, PRC actually forced the Postal Service to roll back its prices after allowing for an emergency increase higher than the rate of inflation, citing the impact of the economic recession. That decrease has cost the agency hundreds of millions of dollars each quarter, USPS has said. Postal management has since requested that it have full control over setting its prices as it sees fit. PRC has proposed a new system denying that request, but allowing for price increases that outpace inflation.

The USPS Board of Governors said when announcing its proposed rate increases for 2019 that the board believes "these new rates will keep the Postal Service competitive while providing the agency with needed revenue."

The announcement was quickly met with pushback from some of the Postal Service's biggest customers. Steve Kearney, executive director of the Alliance of Nonprofit Mailers, called the proposal "surprising and shocking," noting his member organizations would have to "quickly review their mailing budgets for next year."



President Trump has blasted the Postal Service for undercharging at least one of its large customers, namely Amazon, for shipping services. He signed an executive order creating a task force to recommend changes to USPS operations, including its pricing structure. That group has delivered its preliminary recommendations to the president and is working on a final report, which is expected before the end of the year.

By Eric Katz

November 13, 2018

<https://www.govexec.com/management/2018/11/usps-wins-approval-largest-ever-price-increase-stamps/152797/>

A handwritten signature in dark ink, appearing to be "Dunc", is located in the bottom right corner of the page.