

Memo

To: Common Council
From: Megan Dunneisen, City Clerk
Date: April 18, 2023
Re: Est. Cost of a Special Election

Holding a Special Election for District 3 (Wards 16&17) Alderperson would be very similar regarding cost and potential voter turnout of that of the 2023 Spring Primary. There are 1465 Registered Voters in this district. The stats for February's election were: Total Voters – 430, Absentees – 82, around a 30% voter turnout.

Costs to take into consideration are county costs for programming and ballots, and city expenses for publications, election inspector pay, absentee envelopes and postage. The county has indicated that some of the programming fees are standard amounts regardless of election size. It is important to note that these numbers are at minimum and that if there was a need for a primary (more than two candidates running) this cost, and time would double.

An estimate of those cost are as follows based off numbers from the February Primary:

County - \$1,700

Election Inspectors pay - \$540

Publications - \$350

Absentee Envelopes and Postage - \$150

Supplies - \$100

Total = \$2,840

Staff time put into an election range throughout the Finance Department starting before the election and after the election including conducting in person absentee voting, mailing of absentee ballots, paperwork prep, election setup, election day, election take down, and post-election data entry. The Streets Department and Library also assist with polling location set up and take down.

Staff Time = estimated 70 hours