

AGENDA ITEM SUMMARY SHEET
VILLAGE COUNCIL MEETING
November 28, 2018

Agenda Item:

March 5, 2019 Election

- (1) Determine Whether to Conduct Early Voting for the March 5, 2019 Election and Choose a Site for Early Voting
- (2) Resolution No. 2018-21 A Resolution of the Village Council of the Village of Estero, Calling for an Election for Village of Estero Council Members; Setting the Date; Providing for Ballot Language; Requesting the Lee County Supervisor of Elections to Conduct the Election and Certify the Results to the Estero Village Council; and Providing an Effective Date

Description:

- (1) The Lee County Supervisor of Elections Office requires early voting notice in advance of the January 2019 candidate qualifying period in order to secure an early voting site and provide training for election workers that will manage the site. Should Council choose to hold early voting, dates for early voting would run from Tuesday, February 26, 2019 through Saturday, March 2, 2019, 10:00 a.m. until 6:00 p.m., with an estimated cost of \$13,770.
- (2) Resolution No. 2018-21 has been prepared for adoption in order to meet the requirement to provide advance notice of election dates pursuant to the Election Services Agreement between the Village and the Lee County Supervisor of Elections.

Action Requested:

- (1) Determine whether to conduct early voting for the March 5, 2019 election and choose a site for early voting.
- (2) Adopt Resolution No. 2018-21.

Financial Impacts:

Estimates provided by Lee County Elections Office:

- Early Voting \$13,770
- Election (excluding early voting) \$55,496

Election services of \$70,000 are included in the Fiscal Year 2018-2019 budget which are sufficient to fund the agreement services estimated costs.

Attachments:

1. Estimates provided by Lee County Elections Office
2. Resolution No. 2018-21

ATTACHMENT 1

EARLY VOTING ESTIMATE VILLAGE OF ESTERO

March 5, 2019

POLL WORKER POSITIONS	WORKERS PER SITE	RATE PER HOUR	HOURS PER DAY	PAY PER DAY	SITES	DAYS	SUBTOTAL
Manager	1	\$14.00	10	\$140.00			
Assistant Manager	1	\$13.00	10	\$130.00			
Registration Specialist	6	\$12.00	10	\$720.00			
Voter Assistance Inspector	2	\$12.00	10	\$240.00			
Deputy	2	\$12.00	10	\$240.00			
Subtotal:				\$1,470.00	1	5	\$7,350.00
POLL WORKER TRAINING COSTS PER SITE							
Manager	\$40.00						
Assistant Manager	\$40.00						
Registration Specialist	\$240.00						
Voter Assistance Inspector	\$70.00						
Deputy	\$50.00						
Subtotal:	\$440.00				1	n/a	\$440.00
STAND-BY POLL WORKER TRAINING							
Registration Specialist (4)	\$160.00						
Voter Assistance Inspector (1)	\$35.00						
Deputy (1)	\$25.00						
Subtotal:	\$220.00				1	n/a	\$220.00
DAILY COSTS PER SITE							
Daily Transport Service to and from Elections Center	\$72.00						
Temporary labor (sort early voting ballots)	\$24.00						
Contracted Security	\$300.00						
Liability Insurance	\$41.00						
Ballot Stock & Toners	\$250.00						
Cell Phone Airtime	\$10.00						
Cradlepoint Airtime	\$10.00						
Printed Materials	\$25.00						
Security Seals	\$5.00						
Other Consumables	\$20.00						
Subtotal:	\$757.00				1	5	\$3,785.00
OTHER COSTS							
Signs Placement and Removal (DOT) (one time cost)	\$250.00						
Equipment Delivery/Set-Up/Removal	\$160.00						
Trainers for Poll Worker Training Classes	\$1,260.00						
Training Materials for Poll Worker Classes	\$35.00						
Staff Overtime (until 6:30 PM daily)	\$270.00						
Subtotal:	\$1,975.00				n/a	n/a	\$1,975.00

This is an estimate only, not a contract. This estimate is for contracting the Lee County Supervisor of Elections to conduct an election based on our evaluation at this time. It does not include unforeseen price increases or additional costs for labor or materials which may be required at the time of service.

Total Estimate: \$13,770.00

Village of Estero Election Day Estimate for March 5, 2019**Registered Voters on 01/19/2018 25,230 with NO EARLY VOTING**

Absentee Board Notices/Instructions/Supplies (VBMBD)	\$36.00
Ballot on Demand Ballot Stock/supplies	\$12.00
Ballot Proofing	\$50.00
Ballots (Election Day)	\$2,270.00
Book Closing Notices	\$1,500.00
Cradlepoint/DS200/ EVIDs/cell phones airtime	\$200.00
Janitorial service for ED poll sites	\$250.00
L&A Notices	\$3,800.00
Liability Insurance for poll sites	\$328.00
Locksmith for ED poll sites	\$100.00
Moving equipment to/from ED polls	\$2,500.00
Notices and mailings (Pct. Coordinator)	\$5.00
Poll Worker ID Cards and lanyards	\$40.00
Poll worker Mileage	\$125.00
Poll Worker Payroll (ED)	\$18,360.00
Polling Location Expense - Election Day	\$2,250.00
Polling place sign install/remove	\$500.00
Sample Ballot Ad	\$5,000.00
Temporary Election Support Staff	\$630.00
Trainers for Poll Worker Classes	\$2,320.00
Training materials	\$275.00
VBM Outgoing postage (25%)	\$2,964.25
VBM Pre-paid Return 1st Class Postage (25%)	\$3,595.27
VBM Print and Mail service (25%)	\$7,254.00
Signature Verification of Returned Vote-by-Mail Ballots @ .10 per ballot (25%)	\$630.79
VBM Security	\$500.00
ESTIMATED COST	\$55,495.31

Additional Expenses to be Invoiced for Reimbursement

Attorney fees @ actual cost
Spanish Translations (referendums and legal ads only)
Staff overtime

TOTAL

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ATTACHMENT 2

VILLAGE OF ESTERO, FLORIDA

RESOLUTION NO. 2018 - 21

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF ESTERO, FLORIDA, CALLING FOR AN ELECTION FOR VILLAGE OF ESTERO COUNCIL MEMBERS; SETTING THE DATE; PROVIDING FOR BALLOT LANGUAGE; REQUESTING THE LEE COUNTY SUPERVISOR OF ELECTIONS TO CONDUCT THE ELECTION AND CERTIFY THE RESULTS TO THE ESTERO VILLAGE COUNCIL; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Village of Estero Charter, Section 9 (2)(b)1., provides that the regular election of Council Members beginning in 2017 will be the first Tuesday in March on each odd-numbered year; and

WHEREAS, it is necessary, appropriate, and proper that this Council set the date and place for the election, and adopt the form of the ballot.

NOW, THEREFORE, be it resolved by the Village Council of the Village of Estero, Florida:

Section 1. There shall be on Tuesday, March 5, 2019, by qualified electors of the Village of Estero, Florida, an election for the office of Estero Village Council for seats in Districts 3, 4, 5 and 7.

Section 2. The polling places shall be determined in consultation with the Lee County Supervisor of Elections.

Section 3. The Lee County Supervisor of Elections is requested to cause the necessary ballots to be prepared and delivered to the Clerk of the polling places. The form of the ballots shall be in accordance with ballot forms used by the Supervisor of Elections and shall be, in substance, as follows:

46 **OFFICIAL BALLOT, VILAGE OF ESTERO MUNICIPAL ELECTION**
47 **LEE COUNTY, FLORIDA**
48 **MARCH 5, 2019**
49

50 **VILLAGE OF ESTERO VILLAGE COUNCIL SEATS**
51 **VOTE FOR THREE, ONE FROM EACH DISTRICT**
52

53
54 District 3 _____

55 District 3 _____

56 District 3 _____

57 District 4 _____

58 District 4 _____

59 District 4 _____

60 District 5 _____

61 District 5 _____

62 District 5 _____

63 District 7 _____

64 District 7 _____

65 District 7 _____

66 [Note: The qualifying candidates' names will be determined as a result of the
67 qualifying period beginning noon on January 14, 2019 and ending noon on January
68 18, 2019, and such candidate names will be inserted on the Ballot by the Supervisor
69 of Elections]

70
71 **Section 4.** The Lee County Supervisor of Elections is requested to publish notice of
72 the election in accordance with general law.
73

74 **Section 5.** The Lee County Supervisor of Elections is requested to cause the
75 necessary absentee ballots to be prepared and make provisions for the distribution and voting
76 of the absentee ballots.
77

78 **Section 6.** The Lee County Supervisor of Elections is requested to cause the
79 ballots to be canvassed and to certify same, and in turn, certify the election results to the
80 Village of Estero Village Council. The Council shall declare the results thereof, and such
81 returns shall be recorded in the minutes of the Village Council at the first meeting after such
82 certification.
83

84 **Section 7.** The appropriate election officials shall permit voting in the Village of
85 Estero Municipal Election only by qualified registered electors within the corporate limits of
86 the Village whose names appear on the list of qualified registered electors as furnished by
87 Lee County Supervisor of Elections.
88

89 **Section 8.** This Resolution shall take effect immediately upon adoption.
90

91 **ADOPTED BY THE VILLAGE COUNCIL** of the Village of Estero, Florida 12th
92 day of December, 2018.
93

94 Attest:

VILLAGE OF ESTERO, FLORIDA

95
96
97 By: _____
98 Kathy Hall, MMC, Village Clerk
99

By: _____
James R. Boesch, Mayor

100
101 Reviewed for legal sufficiency:
102
103

104 By: _____
105 Burt Saunders, Esq., Village Attorney