



# Candidate Guide

## 2015 Municipal Election

Logan City Recorder's Office  
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Dear Candidate,

Congratulations on deciding to run for an elected office in Logan City!

This guide contains all the information you will need to run for office. This guide is also available on the Logan City website at [www.loganutah.org](http://www.loganutah.org).

Information provided to the City Recorder's office in conjunction with the election is considered public information. Upon request, the public will be given copies of your campaign files including your address and phone numbers. Additionally, your information will be made available on the Logan City website.

I am available to answer any questions you might have. Please feel free to contact me at 435-716-9002 (office), 435-757-4764 (cell) or by email at [teresa.harris@loganutah.org](mailto:teresa.harris@loganutah.org).

I look forward to working with you!

Sincerely,

Teresa Harris  
Logan City Recorder

## 2015 ELECTION DATES TO REMEMBER

Monday, June 1 through Monday, June 8 (no later than 5:00 p.m.)	Filing period for Declaration of Candidacy Forms or Nominating Petition with the City Recorder (examples enclosed at the end of the Candidate Guide).
June 15	Last day for filing a written objection to a candidate filing. 20A-9-203(11)
June 29	The City deadline for candidates to submit 200-word statement for the State website and voter information pamphlet.
July 13	Last day a new resident of Utah can establish a 30-day-voting residency for the Municipal Primary.
July 13 (postmarked)	Last day the County will accept mail-in voter registration forms.
July 14	By-Mail Ballots Mailed
August 3	Last day the County can register voters <u>in office</u> for the Municipal Primary.
August 4	Last day a voter may register online and vote in the Municipal Primary.
August 11	<b>Primary Election Day</b>
August 25	Municipal Primary Canvass (verification of election results).
September 4	Last day a write-in Candidate can file a Declaration of Candidacy for the Municipal General Election (20A-9-601--60 days before General Election)
September 10	<b>FILING PERIOD</b> - Campaign Financial Statement - for candidates <b>eliminated</b> in the Municipal Primary to file the Campaign Financial Statement for the total of contributions received and expenditures of the date of this filing. (due 30 days after Primary)
October 4	Last day a new resident of Utah can establish a 30-day voting residency for the November Municipal Election.
October 5	Last day the County will accept mail-in voter registration forms for the Municipal General Election. (postmarked 30 days before)
October 6	By-Mail Ballots Mailed
October 11	Last day any person who filed a declaration of candidacy and was nominated and any person who was nominated by a nomination petition may withdraw. (any time up to 23 days before the General Election and must be in writing). 20A-9-203(11)
October 26	Last day the County can register voters <u>in office</u> for the Municipal General Election.
October 27	Last day a voter may register online and vote in the for the Municipal General Election.
October 27	<b>FILING PERIOD</b> - Campaign Financial Statement. The <b>DEADLINE</b> is 7 days before the General Election. All candidates <b>successful</b> in the Municipal Primary must file this statement for contributions received and expenditures made from August 3 through October 27. <b>The names of candidates failing to meet this deadline will be removed from the ballot.</b>
November 3	<b>General Election Day</b>
November 17	General Municipal Election Canvass (verification of election results).
December 3	<b>FILING PERIOD</b> - Campaign Financial Statement. All candidates <b>successful</b> in the Municipal General Election must file this statement for contributions received and expenditures made beginning October 27 <sup>th</sup> through the date of this filing.

## OFFICES TO BE VOTED ON AND QUALIFICATIONS TO FILE

The City of Logan will hold its municipal election this fall to elect three council members. Logan elections are non-partisan and there is no term limit. Council members serve four-year terms (January 2016 – January 2019) and are elected at-large.

Candidates must declare in person, except; a person who is a member of the active armed forces, or is employed with the State of the United States who is out of the State during the declaration of candidacy period may file for office by designating an agent to file the declaration form in person, while the person who is declaring candidacy communicates with the filing officer using an electronic device that allows the person and the filing officer to see and hear each other (e.g. Skype).

Any resident of a municipality may nominate a candidate by filing a nomination petition with the City Recorder. The petition must be signed by 25 residents of 20% of the residents who are at least 18 years old.

### **Municipal Offices up for Election in 2015:**

**Municipal Council Seats (Incumbents are: Herm Olsen, Jeannie F. Simmonds and Karl B. Ward)**

Qualifications for Elected Office:

1. A candidate must be a United States Citizen.
2. A candidate must be at least 18 years old and a registered voter of the municipality.
3. A candidate must have resided in Logan City for 12 consecutive months immediately preceding the election.
4. Not be a convicted felon.

Each person seeking to become a candidate for a municipal office shall file a Declaration of Candidacy in person with the Logan City Recorder, 290 North 100 West, Logan, Utah, during office hours and not later than 5:00 p.m. from Monday, June 1 through Monday, June 8, 2015. The appropriate filing form is available at the City Recorder's Office. There is no filing fee.

## PERSONAL COMMITMENT

To perform effectively as a council member, you will need to budget your time wisely. You already know how much time is needed for your family and profession. However, few people realize how many hours are needed to conduct the official business of the City. In addition to the regularly scheduled council meetings, numerous informal meetings and work sessions are required to address special issues or problems. Council members also serve as representatives to the City's advisory boards and committees.

## LOGAN'S FORM OF GOVERNMENT

The optional form of government known as the council-mayor form, adopted by the City of Logan in July 1975, vests power in two separate, independent and equal branches of government--the executive branch consisting of a mayor and administrative departments and offices; and the legislative branch consisting of a five-member council.

The mayor shall be the chief executive officer of the city and its official ceremonial head. The mayor's powers and duties include: supervising the administration and enforcement of all laws and ordinances of the city; executing policies adopted by the council; hiring and making all appointments regarding executive employees, administrative department heads, officers and agents; nominating board and commission members; administering all executive and administrative offices and departments of the city;

coordinating functions of authorities and agencies; attending meetings of the council to inform them about conditions and needs of the city and to make recommendations for action; preparing annual budgets and reports; authorizing issuance of executive rules and regulations; supervising the purchase of materials or services and otherwise authorizing expenditures of funds on behalf of the city; and performing such other duties as may be prescribed or permitted by law.

The council adopts ordinances and resolutions, appropriates funds, approves long-term contracts or commitments of city resources; sets appropriate tax levies; adopts the city budget; sets sewer, water, power and other service rates; reviews municipal administration; and exercises other rights and responsibilities accorded the council by law.

The officers of the council are a chair and vice-chair. At the first council meeting on the first Tuesday of each year, or as near that time as possible, the council elects one of its members to be chair and another member to be vice-chair. All members of the council are eligible for nomination.

The council chair signs all ordinances, resolutions, correspondence or other documents on behalf of the council as a whole. The chair also signs other related items pertaining to council business; receives communications from the city and administration or others addressed to the council as a whole, and has the responsibility to see that all such communications are conveyed to other members of the council; and conducts all meetings of the council as a whole. At the council chair's request, the vice-chair has and exercises all the powers and authority of the chair.

Council members serve as directors of the Redevelopment Agency, and may serve as liaison to city boards, or may divide themselves into committees, the name, subject matter, and number as a majority of the municipal council shall direct.

## ELECTED OFFICIAL'S COMPENSATION

The mayor receives a salary according to prevailing rates for comparable positions throughout the State of Utah, as determined by annual market survey. The current annual salary of the mayor is \$86,278 plus benefits.

Members of the municipal council are currently paid an annual salary of \$14,291 according to prevailing rates for comparable positions throughout the State of Utah as determined by annual market survey, as well as reimbursement for other expenses incurred while on city business.

## CAMPAIGN LITERATURE

Please be aware that placing campaign literature inside residential mailboxes is a violation of federal postal standards. Anything placed in the mailbox must have proper postage attached and have been through the postal system. Any material found in the 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. You are also encouraged to warn your campaign workers against the use of mailboxes for campaign literature. Feel free to check with the postmaster on any postal questions you have, including requests for assistance with mailing bulk rate campaign literature.

## POLITICAL CAMPAIGN SIGNS

### What you should know before ordering and putting up signs in Logan City

#### §17.40.110. Temporary Signs

- A. Temporary Signs with an on-premise commercial message within the TC, CC, COM, MU, GW, CS, IP & AP zoning districts shall be allowed as follows:
  1. Signs shall not exceed twelve (12) square feet per facing and a maximum height of four (4) feet above the ground;
  2. A maximum of three (3) different temporary signs may be placed on any one property per calendar year; and
  3. Each sign shall not be displayed for longer than thirty (30) days in a calendar year.
- B. Temporary Signs with an on-premise commercial message within the NR zones, MR zones, CR, NC, RC, PUB & REC zoning districts shall only be allowed as follows:
  1. Signs shall not exceed four (4) square feet per facing and a maximum height of four (4) feet above the ground;
  2. A maximum of four (4) different temporary signs may be placed on any one property per calendar year; and
  3. Each sign shall not be displayed for longer than seven (7) days in a calendar year.
- C. Temporary signs with a noncommercial message of any type in any zoning district shall be as follows:
  1. Signs shall not exceed four (4) square feet per facing and a maximum height of four (4) feet above the ground; and
  2. A maximum of one (1) sign per each noncommercial opinion, message, issue or candidate for elected office may be placed on any one property per calendar year.
- D. All Temporary Signs shall only be allowed as follows:
  1. Signs shall be located on private property with the owner's permission;
  2. Signs shall not be stacked;
  3. Signs shall not be placed in the public right of way or on public property;
  4. Signs shall not be placed in the sight distance triangle;
  5. Signs shall not be illuminated;
  6. Signs shall not be mounted to fences;
  7. Signs shall not be mounted to trees or utility poles;
  8. Signs shall be maintained in a safe condition. Signs that are damaged, broken or displayed in a manner to be a safety hazard shall be subject to immediate removal;
  9. Signs shall be placed in/on landscaped areas and patios. No signs shall be allowed in/on parking lots or vehicular driveways;
  10. Signs shall be securely fastened/anchored to the ground;
  11. Signs shall consist of sturdy or rigid material that does not move or give the appearance of movement;
  12. Unless otherwise evident (i.e., campaign signs), temporary signs shall include a notation or certificate on the back of the sign listing a responsible person to contact regarding the sign including the name address and phone number and the dates or date range the sign is displayed; and
  13. Temporary Signs do not require sign permits prior to installation.

**If you have further questions, please contact the Logan City Logan Planning Department at 716-9023.**

## CAMPAIGN FINANCIAL REPORTING

Candidates for elected municipal office must file signed Campaign Financial Statements (example of form enclosed at the end of the Candidates' Guide) with the City Recorder containing itemized and total campaign contributions and expenditures as outlined below:

1. **Candidates Eliminated at the Municipal Primary** must file a Campaign Financial Statement within 30 days after the Municipal Primary Election. **The deadline for this filing is September 10, 2015.**
2. **Candidates Successful in the Municipal Primary Election** must file:
  - a. A Campaign Financial Statement must be filed no later than 7 days before the Municipal General Election. **The deadline for this filing is Tuesday, October 27, 2015.** The statement shall include contributions received and expenditures made from August 3, 2015 through October 27, 2015.  
  
***\*\*The names of candidates who fail to comply with this deadline will be removed from the ballot for the Municipal General Election.***
3. **Candidates in the Municipal General Election** must file:
  - a. A Campaign Financial Statement must be filed no later than 30 days after the Municipal General Election. **The deadline for this filing is Thursday, December 3, 2015.** The statement shall include contributions received and expenditures made beginning October 27 through the date of this filing.

Signed campaign financial statements received by the City Recorder are classified as a public record and must be posted to the City's webpage "no later than seven days after the statement is filed".

Any person who fails to comply with this requirement is guilty of an infraction. Each and every failure to file the required campaign financial statement constitutes a separate offense.

You must file whether you receive or spent any money. Any donations of kind must be reported.

- If a candidate receives or spends \$500 or less:
  - Report the total amount of all contributions and expenditures.
  - If a candidate receives or spends \$500 or more:  
Report all itemized:
    - Contributions, including amount and donor.
    - Aggregate total of all contributions that do not exceed \$50.
    - Expenditures, including amount and recipient.
- **Personal Use Expenditure Prohibited:** Candidates may not make a personal use expenditure with campaign money. Personal use includes: Mortgage, car payment, vacation, meal expense, travel expense and clothing (except campaign t-shirts).
- **Anonymous Donations:** If a candidate receives an anonymous cash donation that is over \$50, the candidate must give the money to: State or political subdivision to deposit the money into the general fund or a 501(c)(3) organization.

## STATEWIDE ELECTRONIC VOTER INFORMATION WEBSITE

This website allows registered voters to view election information particular to them, including their polling places, election officials, and a sample ballot. As directed in Utah Code Section 20A-7-801, Utah's Lieutenant Governor hosts a statewide electronic voter information website. Candidates may submit statements of qualifications (up to 200 words) and certain biographical information for inclusion on the website. You can create an online profile page that will provide information about you to the voters at <http://vote.utah.gov/create-candidate-profile/>. More information can also be found at [vote.utah.gov](http://vote.utah.gov).

- Candidate submissions for [vote.utah.gov](http://vote.utah.gov) are due by June 29, 2015 at 5:00 p.m. for the Primary Election and September 4 at 5:00 p.m. for the General Election.

## ETHICS AND FINANCIAL DISCLOSURE

The State has enacted the "Municipal Officers and Employees Disclosure Act" which establishes standards of conduct for elected and appointed officials. According to this act, elected or appointed officers or municipal employees may not:

1. Disclose or improperly use private, controlled, or protected information acquired by reason of their positions or in the course of official duties in order to further substantially their personal economic interests or to secure special privileges or exemptions for themselves or others.
2. Use or attempt to use their positions to further substantially their personal economic interests, or secure privileges for themselves or others.
3. Knowingly receive, accept, take, seek, or solicit, directly or indirectly for themselves or others a gift of substantial value or a substantial economic benefit tantamount to a gift (which is defined as a loan received at an interest rate that is substantially lower than the commercial rate, or compensation received for private services rendered at a rate substantially exceeding the fair market value of the services) that would tend to improperly influence a reasonable person to depart from the faithful and impartial discharge of the person's public duties; or the person knows or a reasonable person in the office should know that under the circumstances the gift is primarily for the purpose of rewarding the person for official action taken. This does not apply to:
  - a. An occasional nonpecuniary (nonmonetary) gift under \$50 in value.
  - b. An award presented publicly in recognition for public service.
  - c. A bona fide loan in ordinary course of business.
  - d. Political campaign contributions.
4. Fail to disclose in public meeting any personal interests or investments by any elected or appointed officials of a municipality, which creates a conflict between officials' personal interests and their public duties.

Also according to the Act, a Disclosure Statement must be filed with the Mayor and proper notification must be given if any of the following situations exist:

1. City official or employee receives compensation for assisting any person or entity in a transaction involving the City. (Must be filed ten days before compensation is received or agreement is entered into.)
2. City official or employee is an officer, director, agent, employee, or owner of substantial interest (over \$2,000) in business regulated by the City.
3. City official or employee is an officer, director, agent, employee, or owner of substantial interest in business, which does or anticipates doing business with the City.

Besides filing a disclosure statement, elected and appointed officials must also disclose their positions verbally in open meeting to the other members of the body to which they belong as well as immediately prior to any discussion involving the business or interest.

Certain penalties may be imposed for violation of the above requirements. They include:

1. Potential Second Degree Felony action.
2. Mandatory removal from office.
3. Rescission of transaction.

The complete text of the applicable State law and City ordinance is available for your reference at the City Recorder's Office. A sample of the disclosure statement form is included at the end of the Candidate's Guide.

## VOTER REGISTRATION

The Cache County Clerk conducts voter registration at 179 North Main, Logan, Utah, during regular office hours, Monday through Friday, 8:00 a.m. to 5:00 p.m. Questions about voter registration should be directed to the County Clerk's Office, 435-755-1460.

The requirements are:

- Be a United States citizen.
- Be a resident of Utah for at least 30 days immediately before the next election.
- Be at least 18 years old by the next election.
- Have their principal place of residence in a specific voting precinct in Utah.
- A person who has been convicted of a felony whose right to vote has not been restored as provided by law may not register to vote while incarcerated.

## BY-MAIL VOTING

This year Logan City will do a By-Mail Election. All eligible voters will receive their ballot approximately four weeks prior to the Primary and General Election. Instructions for returning the voted ballot will be enclosed.

On Election Day there will be one Polling Location at Logan City Hall, 290 North 100 West.

Voters will have three options for voting in the 2015 Election:

1. Vote the ballot that is sent to them and return it by mail in the envelope provided. **Ballots must be postmarked by the day before the election.** \*\* Voters will also need to provide their own postage when mailing the ballot.
2. Voters may drop off their ballot in person at two designated ballot drop off locations during regular office hours. Drop off locations are Cache County Clerks Office at 179 North Main in Logan or Logan City Hall, 290 North 100 West.
3. Voters may drop off their ballot in person at Logan City Hall on Election Day where one Voting Center will be open from 7:00 a.m. to 8:00 p.m.

## ELECTION DAY VOTING CENTER

**August 11, 2015 Primary Election:** One Voting Center location will be open on Election Day for both the Primary and General Election. The Voting Center will be opened at 7 a.m. and remain open continuously until 8 p.m. of the same day.

**November 3, 2015 General Election:** One Voting Center location will be open on Election Day for both the Primary and General Election. The Voting Center will be opened at 7 a.m. and remain open continuously until 8 p.m. of the same day.

## ELECTIONEERING

“Electioneering” includes any oral, printed, or written attempt to persuade persons to refrain from voting or to vote for or vote against any candidate or issue. A “polling place” means the physical place where ballots and absentee ballots are cast and includes city hall during the period in which absentee ballots may be cast there.

Any person who violates any provision of this section is guilty of a class A misdemeanor.

On the day of any election, within a polling place or in any public area within 150 feet of the building where a polling place is located, a person may NOT:

1. Do any electioneering
2. Circulate cards or handbills of any kind
3. Solicit signatures to any kind of petition
4. Engage in any practice that interferes or disrupts the administration of the polling place
5. Obstruct the doors at polls or prevent free access to and from the polling place
6. Remove a ballot from the polling place unless the poll worker is assisting a physically disabled voter outside the building
7. Solicit any voter to show his ballot.
8. No campaigning can take place within 150 feet of the City Center during Early Voting.

## POLL WATCHERS

Section 20A-3-201 of the Utah Municipal Code states:

“each candidate and any person interested in an issue appearing on the ballot may appoint one person to act as a voting poll watcher to observe the casting of ballots, another person to act as a counting poll watcher to observe the counting of ballots, and another person to act as an inspecting poll watcher to inspect the condition and observe the securing of ballot packages”.

Poll Watchers may:

- Watch and observe the voting process.
- Make written memorandum.

Poll Watchers may not:

- Interfere in any way with the process.
- Communicate in any manner the result or any other information about the count.

## ELECTION NIGHT RETURNS

### **August 11, 2015 Primary Election and November 3, 2015 General Election:**

Both elections will be By-Mail Voting. Tally sheets will be electronically compiled by the City Recorder for the Primary and General Election and indicate the number of votes received by candidates. Election returns are compiled on election night as they are received following closing of the poll at 8:00 p.m. This takes place in the Logan Municipal Council Chambers, 290 North 100 West. The public is invited to attend. Election results are also posted on the City's website, [www.loganutah.org](http://www.loganutah.org).

## RECOUNTS

Municipal Elections - when the difference of votes cast between the winning and losing candidate is equal to or less than .25% of the total number of votes cast for all candidates in the race, the candidate may file a request for a recount with the City Recorder within three days after the canvass.

20A-4-401(1)(a)(ii) UCA.

## OATH OF OFFICE

After being elected, Council Members are required to take the following oath of office during the Swearing In Ceremony held at 12:00 noon on the first Monday in January (This year the time will be Tuesday, January 5, 2016) or as soon thereafter as practically possible:

Oath to be administered:

*"I do solemnly swear that I will support, obey and defend the Constitution of the United States, and the Constitution of the State of Utah, and that I will discharge the duties of my office as Mayor/City Council to which I have been elected with fidelity."*

## BOARDS AND COMMITTEES

Cache Metropolitan Planning Organization (Mayor Appoints)  
 Economic Development Committee (Mayor Appoints)  
 Parks and Recreation Board (Mayor Appoints)  
 Youth City Council  
 Renewable Energy Board  
 Storm Water Advisory Board (Mayor Appoints)  
 Cache Valley Center for the Arts Board Board of Trustees Appoints)  
 Downtown Alliance  
 North Park Interlocal Cooperative  
 Logan-Cache Airport Authority Board (Mayor Appoints)  
 Light and Power Advisory Board (Mayor Appoints)  
 Golf Course Advisory Committee (Mayor Appoints)  
 Historic Preservation Committee (Mayor appoints)  
 Fine Arts Committee (Mayor Appoints)  
 Forestry Board (Mayor Appoints)  
 CCEMS Board - *Ambulance*  
 Library Board (Mayor Appoints)  
 Citizens Compensation Advisory Committee (Mayor Appoints)  
 Water and Sewer Board (Mayor appoints)  
 Neighborhood Council Chair Committee  
 Audit Committee  
 \*\*Solid Waste Advisory Board (County Exec.) Appoints)  
 \*\*Bicycle & Pedestrian Advisory Committee (BPAC)  
 \*\*CDBG  
 \*\*ASUSU Board  
 \*\***Non-City Committees**

## Meeting Schedule

1<sup>st</sup> Mon., 5 pm  
 2<sup>nd</sup> Wed., 10 am  
 3<sup>rd</sup> Thurs., 9:30 am  
 2<sup>nd</sup> and 4<sup>th</sup> Thur., 5:30  
 1<sup>st</sup> Wed., 7:30 am  
 As needed  
 2<sup>nd</sup> Thurs., 5:30 pm  
 2<sup>nd</sup> Tues., noon  
 Quarterly  
 1<sup>st</sup> Tues., 8 am  
 2<sup>nd</sup> Wed., 7am  
 3<sup>rd</sup> Thur., 5:00 pm  
 As needed – 1<sup>st</sup>/3<sup>rd</sup> Mon., noon  
 As needed annually  
 As needed  
 2<sup>nd</sup> Tues., 3:00 pm  
 2<sup>nd</sup> Tues., 5:30 pm  
 As needed annually  
 3<sup>rd</sup> Thurs, 4 pm  
 As needed  
 As needed  
 Quarterly  
 2<sup>nd</sup> Wed., 11:30 (Cache County)  
 As needed  
 Tuesdays

## EXECUTIVE STAFF CONTACT LIST

Russ Akina	Parks & Recreation Director	716-9240	<a href="mailto:russ.akina@loganutah.org">russ.akina@loganutah.org</a>
Rich Anderson	Finance Director	716-9180	<a href="mailto:richard.anderson@loganutah.org">richard.anderson@loganutah.org</a>
Greg Cox	Human Resource Director	716-9046	<a href="mailto:greg.cox@loganutah.org">greg.cox@loganutah.org</a>
Mike DeSimone	Community Development Director	716-9022	<a href="mailto:mike.desimone@loganutah.org">mike.desimone@loganutah.org</a>
Issa Hamud	Environmental Director	716-9752	<a href="mailto:issa.hamud@loganutah.org">issa.hamud@loganutah.org</a>
Teresa Harris	City Recorder	716-9002	<a href="mailto:teresa.harris@loganutah.org">teresa.harris@loganutah.org</a>
Kymber Housley	City Attorney	716-9083	<a href="mailto:kymber.housley@loganutah.org">kymber.housley@loganutah.org</a>
Gary Jensen	Police Chief	716-9310	<a href="mailto:gary.jensen@loganutah.org">gary.jensen@loganutah.org</a>
Kirk Jensen	Economic Development Director	716-9015	<a href="mailto:kirk.jensen@loganutah.org">kirk.jensen@loganutah.org</a>
Mark Montgomery	Light & Power Director	716-9744	<a href="mailto:mark.montgomery@loganutah.org">mark.montgomery@loganutah.org</a>
Mark Nielsen	Public Works Director	716-9151	<a href="mailto:mark.nielsen@loganutah.org">mark.nielsen@loganutah.org</a>
Jeff Peterson	Fire Chief	716-9512	<a href="mailto:jeff.peterson@loganutah.org">jeff.peterson@loganutah.org</a>
Robert Shupe	Library Director	716-9130	<a href="mailto:robert.shupe@loganutah.org">robert.shupe@loganutah.org</a>

*Please feel free to contact these individuals if you have questions or need additional information.*

# EXHIBITS

Declaration of Candidacy Form (Sample)  
Nominating Petition (Sample)  
Municipal Campaign Financial Disclosure Form (Sample)  
Disclosure Statement (Ethics & Financial Disclosure Form) (Sample)  
Pledge of Fair Campaign Practices (Sample)  
Master Ballot Position List  
City Organizational Chart  
Location of Voting Center

DECLARATION OF CANDIDACY - (Sample)

STATE OF UTAH)
: §
COUNTY OF CACHE)

I, \_\_\_\_\_,
(Print name EXACTLY as it is to appear on the ballot)

declare my intention of becoming a candidate for the office of:
\_\_\_\_\_ Mayor (four-year term)
\_\_\_\_\_ Council Member (four-year term)

I do solemnly swear that:

- I will meet the qualifications to hold the office, both legally and constitutionally, if selected.
I reside at \_\_\_\_\_, in the City of Logan,
County of Cache, State of Utah, Zip Code 84321 Phone No. \_\_\_\_\_
The mailing address that I designate for receiving official election notices is:

- I will not knowingly violate any law governing campaigns and elections.
I will file all campaign financial disclosure reports as required by law.
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.

Signature of Candidate

Subscribed and sworn to (or affirmed) before me on this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

(Signed) \_\_\_\_\_
Recorder/Clerk or other Officer Qualified to Administer Oath

I give permission to the City of Logan to release my phone number and address as they appear on the filed Declaration of Candidacy to the public for the purpose of the municipal election of 2011.

Signature of Candidate

NOTE: The constitutional and statutory qualification requirements for municipal office are:

- The person is a registered voter in the municipality.
The person will be at least 18 years old at the time of the next election.
The person has been a legal resident of the municipality or a resident of a recently annexed area for 12 consecutive months immediately preceding the date of the election.
Any mentally incompetent person, any person convicted of a felony, or any person convicted of treason or a crime against the elective franchise may not hold office in this state until the right to vote or hold elective office is restored as provided by statute (see UCA 20A-2-101.5).

The requirements to be a registered voter are:

- Must be a United States citizen.
Has been a resident of Utah for at least the 30 days immediately before the election.
Will be at least 18 years old on the day of the election.
If the person is a convicted felon, his/her right to vote must have been restored (see UCA 20A-2-101.5).

Cell Phone Number: \_\_\_\_\_
Email Address: \_\_\_\_\_
Web Page Address: \_\_\_\_\_



## NOMINATION PETITION

**(Sample—needed only if unable to file in person)**

The undersigned residents of the City of Logan, being 18 years of age or older, nominate:

\_\_\_\_\_

*(Print candidate's name as it is to appear on the ballot)*

to the office of \_\_\_\_\_ for the term of \_\_\_\_\_ years.

**NOTE:** This petition must be signed by at least 25 residents of the municipality who are at least 18 years old, or by 20% of such residents, whichever is less. 20A-9-203(5)

#	Name	Address	Phone Number
1			
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The undersigned person who is submitting this petition to the municipal clerk or recorder further states the above-named nominee is:

1. A United States citizen at time of filing.
2. A registered voter of the municipality.
3. Has registered within the municipality or recently annexed area for 12 consecutive months immediately preceding the date of the election.
4. Any mentally incompetent person, any person convicted of a felony, or any person convicted of treason or a crime against the elective franchise may not hold office in this state until the right to vote or hold elective office is restored as provided by statute (see UCA 20A-2-101.5).

Submitted by \_\_\_\_\_ Address \_\_\_\_\_, Utah

Phone \_\_\_\_\_

Received: \_\_\_\_\_, 20\_\_\_\_\_

*Date Clerk/Recorder*

## CAMPAIGN FINANCIAL STATEMENT (Sample)

### 2-3-4. Campaign Finance Disclosure.

A. **Purpose and intent.** The purpose of this section is to comply with Section 10-3-208 of the Utah Code Annotated and to establish campaign financial disclosure requirements for candidates for elective office in the City of Logan.

#### B. Definitions.

**Contribution** means the receiving of money and nonmonetary contributions such as in-kind contributions and contributions of tangible things for a political purpose.

**Expenditure** means the spending or paying of money or nonmonetary items such as tangible things and in-kind payments for a political purpose made during the campaign period.

**Municipal primary election** means the election held in municipalities on the second Tuesday after the first Monday in the September before the Municipal general election.

**Municipal general election** means the election held in municipalities on the Tuesday after the first Monday in November of each odd-numbered year.

#### C. Reporting.

1. The City Recorder shall, at the time the candidate for municipal office files a declaration of candidacy and again fourteen (14) days before each municipal primary and municipal general election, notify the candidate in writing of:

- a. the provisions of this ordinance governing the disclosure of campaign 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 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.

2. A report is considered filed if it is received in the City Recorder's office no later than 5 p.m. on the date that it is due;

3. Each candidate for elected municipal office shall file a signed campaign financial statement with the City Recorder containing itemized and total campaign contributions and expenditures as outlined below:

- a. **Candidates Eliminated at the Municipal Primary** must file a Campaign Financial Statement within 30 days after the Municipal Primary Election. **The deadline for this filing is September 10, 2015.**
- b. **Candidates Successful in the Municipal Primary Election** must file:
  - a. A Campaign Financial Statement must be filed no later than 7 days before the Municipal General Election. **The deadline for this filing is Tuesday, October 27, 2015.** The statement shall include contributions received and expenditures made from August 3, 2015 through October 27, 2015.

***\*\*The names of candidates who fail to comply with this deadline will be removed from the ballot for the Municipal General Election.***

- c. **Candidates Successful in the Municipal General Election** must file:

- a. A Campaign Financial Statement must be filed no later than 30 days after the Municipal General Election. **The deadline for this filing is Thursday, December 3, 2015.** The statement shall include contributions received and expenditures made beginning October 27 through the date of this filing.

Signed campaign financial statements received by the City Recorder are classified as a public record and must be posted to the City's webpage "no later than seven days after the statement is filed".

Any person who fails to comply with this requirement is guilty of an infraction. Each and every failure to file the required campaign financial statement constitutes a separate offense.

(3) If the candidate receives contributions or makes expenditures after the date the candidate files the third campaign financial statement, the candidate shall file an additional campaign financial statement(s) within thirty (30) days of receiving the contribution or making the expenditure.

- 4. If a candidate receives or spends \$500 or less:
  - Report the total amount of all contributions and expenditures.
  - If a candidate receives or spends \$500 or more:
    - Report all itemized:
      - Contributions, including amount and donor.
      - Aggregate total of all contributions that do not exceed \$50.
      - Expenditures, including amount and recipient.
- Personal Use Expenditure Prohibited: Candidates may not make a personal use expenditure with campaign money. Personal use includes: Mortgage, car payment, vacation, meal expense, travel expense and clothing (except campaign t-shirts).

Anonymous Donations: If a candidate receives an anonymous cash donation that is over \$50, the candidate must give the money to: State or political subdivision to deposit the money into the general fund or a 501(c)(3) organization

D. **Classification.** The signed campaign financial statement received by the City Recorder pursuant to this section shall be classified as a public record.

#### E. Penalty.

1. In addition to the penalty imposed in E(1), if a candidate fails to file a campaign finance statement before a municipal primary or general election by the deadlines specified above, the candidate's name shall be removed from the ballot pursuant to State law.



**DISCLOSURE STATEMENT  
(Sample)**

1. Please provide your name and residential address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Please state your affiliation with the City of Logan (appointed officer, elected official or municipal employee):

\_\_\_\_\_

3. Please state whether you, your spouse and/or your minor children are an officer, director, agent or employee or the owner of a substantial interest in a business entity (where the value of the interest exceeds \$2,000) which is subject to the regulations of Logan City:

Name: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

Status (officer, director, agent, employee or owner of interest):

\_\_\_\_\_

Name of Business Entity: \_\_\_\_\_

Address of Business Entity: \_\_\_\_\_

Percent of interest in Business Entity: \_\_\_\_\_

4. If you are an owner or are employed in any other business not listed above please note below.

Name of Business Entity: \_\_\_\_\_

Address of Business Entity: \_\_\_\_\_

Print name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Witness name (Please print) \_\_\_\_\_

Witness signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEDGE OF FAIR CAMPAIGN PRACTICES  
(SAMPLE)**

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: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**MASTER BALLOT POSITION LIST, RANDON SELECTION AND PROCEDURES**

In accordance with Utah Code Section 20A-6-305, Utah Lieutenant Governor Spencer J. Cox hereby establishes the Master Ballot Position 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.

In accordance with Utah Code Section 20A-6-305, election officers shall use the Master Ballot Position List for the current year and the next year (2014-2015) 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 officers shall apply the randomized alphabet using: the candidate’s surname;

The Lieutenant Governor’s Office conducted the randomization process by utilizing the randomization function in Microsoft Excel. The randomization was done in the presence of multiple witnesses, each of whom was affiliated with a different political party.

**\*\*NOTE: HOW YOU LIST YOUR NAME ON THE DECLARATION OF CANDIDACY IS HOW YOUR NAME WILL BE PRINTED ON THE BALLOT\*\***

**MASTER BALLOT LIST:**

- |               |               |
|---------------|---------------|
| <b>1 – M</b>  | <b>14 - K</b> |
| <b>2 – W</b>  | <b>15 - R</b> |
| <b>3 – A</b>  | <b>16 - C</b> |
| <b>4 – N</b>  | <b>17 - F</b> |
| <b>5 – X</b>  | <b>18 - D</b> |
| <b>6 – H</b>  | <b>19 - T</b> |
| <b>7 – J</b>  | <b>20 - U</b> |
| <b>8 – P</b>  | <b>21 - O</b> |
| <b>9 – L</b>  | <b>22 - Y</b> |
| <b>10 – S</b> | <b>23 - Q</b> |
| <b>11 – E</b> | <b>24 - G</b> |
| <b>12 – Z</b> | <b>25 - V</b> |
| <b>13 – I</b> | <b>26 - B</b> |

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LOCATION OF VOTING CENTER

<b>Precinct</b>	<b>Polling Place</b>
<b>All Logan precincts</b>	<b>Logan City Hall Building 290 North 100 West Logan, UT 84321</b>

## PAST ELECTION RESULTS

### 2005 Primary Election Results

<u>Mayor</u>	<u>Total Votes</u>
Peter G. Brunson	551
Val Ewell	411
Steven C. Taylor	342
Randy Watts	1,325
Steven P. Woods	458

<u>Council</u>	<u>Total Votes</u>
Chris R. Laurence	277
Paul Morgan	880
Steve Thompson	1,770
Marc M. Karpowich	413
Tom Kerr	675
Tami Pyfer	1,783
Ryan M. Yonk	158

Total Registered Voters: 31,324  
 Percent of those Voting: 9.67%

**\*\*ELECTED**

### 2005 General Election Results

<u>Mayor</u>	<u>Total Votes</u>
Peter G. Brunson	1,731
**Randy Watts	2,828

<u>Council</u>	<u>Total Votes</u>
Paul Morgan	2,058
**Steve Thompson	2,426
Tom Kerr	1,421
**Tami Pyfer	3,103

Total Registered Voters: 30,636  
 Percent of those Voting: 14.88%

### 2007 Primary Election Results

<u>Council</u>	<u>Total Votes</u>
Val Ewell	615
Robert Horning	191
Laraine Swenson	1,124
Jay A. Monson	1,240
Joseph C. Needham	640
Bryan Nielsen	89

Total Registered Voters: 24,165  
 Percent of those Voting: 8.15%

**\*\*ELECTED**

### 2007 General Election Results

<u>Council</u>	<u>Total Votes</u>
Val Ewell	2,259
**Laraine Swenson	4,446
**Herm Olsen	4,684
Steven C. Taylor	2,132
**Jay A. Monson	3,722
Joseph C. Needham	3,234

Total Registered Voters: 28,454  
 Percent of those Voting: 25.96%

### 2009 Primary Election Results

<u>Mayor</u>	<u>Total Votes</u>
John P. Clay	121
Marc Haws	238
Mike Morrill	904
Randy Watts	1,102

<u>Council</u>	<u>Total Votes</u>
Brandon Brown	97
Holly H. Daines	1,248
Robert Horning	65
Dean W. Quayle	1,301
Steven G. Stokes	525
Chad A. Tilley	339
Tony Wegener	917

Total Registered Voters: 24,165  
 Percent Voting for Mayor: 9.79%  
 Percent Voting for Council: 9.29%

**\*\*ELECTED**

### 2009 General Election Results

<u>Mayor</u>	<u>Total Votes</u>
Mike Morrill	2,401
**Randy Watts	2,650

<u>Council</u>	<u>Total Votes</u>
**Holly H. Daines	2,822
**Dean W. Quayle	2,967
Steven G. Stokes	1,658
Tony Wegener	2,391

Total Registered Voters: 31,986  
 Percent Voting for Mayor: 15.79%  
 Percent Voting for Council: 15.38%

### 2011 Primary Election Results

<u>Council</u>	<u>Total Votes</u>
Nick Ball	77
Ken Cox	291
Jeff Ewing	239
Meri Fisher	153
Angela F. Fannesbeck	474
Robert S. Horning	57
Tom Jensen	852
Ben Nilson	208
Herm Olsen	1,047
Jeannie S. Simmonds	660
Steven G. Stokes	282
Doug Thompson	673
Karl Ward	635

Total Registered Voters: 29,620  
 Percent Voting for Council: 6.36%

**\*\*ELECTED**

### 2011 General Election Results

<u>Council</u>	<u>Total Votes</u>
Angela F. Fannesbeck	1,510
**Tom Jensen	2,052
**Herm Olsen	2,191
Jeannie F. Simmonds	1,470
Doug Thompson	1,531
**Karl Ward	1,821

Total Registered Voters: 29,620  
 Percent Voting for Council: 11.90%

**2013 Primary Election Results**

<u>Mayor</u>	<u>Total Votes</u>
Randy Watts	729
Craig Petersen	957
James Olson	487

**2013 General Election Results**

<u>Mayor</u>	<u>Total Votes</u>
Randy Watts	2,163
**Craig Petersen	2,616

**NOTE: Because there were not more than twice the number of candidates for the two council seats in the 2013 election. A Primary Election for those running for Council was not held.**

<u>Council</u>	<u>Total Votes</u>
**Holly H. Daines	3,532
**Gene Needham	2,635
Jess Bradfield	2,458
Richard West	94 (Write-In)
Steve Stokes	181 (Write-In)

Total Registered Voters: 29,227  
 Percent Voting: 7.43

Total Registered Voters: 31,986  
 Percent Voting: 17.02%

**\*\*ELECTED**



