

December 15, 2020

Governor's Office of Management and Budget
ATTN: Duncan Evans
350 North State Street, Suite 150
Salt Lake City, UT 84114

Re: Uintah County Reimbursement of CARES Act Funds

Dear Mr. Evans:

Attached is a reimbursement request from Michael Wilkins, Uintah County Clerk/Auditor, to cover the county's coronavirus-related expenses for the 2020 General Election. Please reimburse Uintah County **\$3,000.83** using the following fund: 2320/060/1640/2320/7115 function COVI. In addition, it is understood that the total may be split into two documents due to the prior and current fiscal year.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Justin Lee", with a stylized flourish at the end.

Justin Lee
Director of Elections
Office of the Utah Lieutenant Governor



CARES ACT FUNDING REIMBURSEMENT REQUEST

STATE OF UTAH

OFFICE OF THE UTAH LIEUTENANT GOVERNOR

Requester's Information

1. County: Uintah County
2. Name and title of individual filling out this application: Michael Wilkins
3. Contact Phone #: 435-781-5362 Contact Email: mwilkins@uintah.utah.gov

Reimbursement Information

4. Identify the election(s) for which these funds were used: Nov 3rd, 2020
5. Total amount approved by the state: \$ 10000
6. Total amount of reimbursement: \$ 3000.83
7. On the next page, provide a breakdown of expenses that are being reimbursed. You may attach a separate spreadsheet to this application if desired.
 - Receipts, invoices, or other documentation of cost must be provided with this request. If the county cannot produce these items, it must provide a detailed explanation as to why.
 - Expenditures must serve the purpose to "prevent, prepare for, and respond to the coronavirus." Be as specific and detailed as possible in the descriptions of expenditures. Explanations that are vague may be rejected. For example, "COVID Notices" is unacceptable, but explanations such as, "Mailed a postcard notice to all residents in the county on May 25, 2020 informing them of the changes to election processes due to COVID" are desired.
 - Reimbursements for regular staff overtime or staff expenses must be submitted with timesheets or other satisfactory documentation.
 - Expenditures may not supplant the county's budget (i.e., funds may not cover costs that the county would normally incur).

County Clerk Declaration and Signature

Initial the statements and sign below:

MW I affirm the expenditures listed in this request were used, or will be used, to prevent, prepare for, and respond to coronavirus for the 2020 Federal election cycle.

MW I affirm the expenditures listed in this request did not, or will not, supplant the county's budget.

Michael M. Wilkins
County Clerk's Signature

2-Dec-2020
Date

Description of expenditure. Be specific and detailed as possible.	Amount (\$)	Receipt, invoices, or other documentation provided (Yes/No). If 'NO,' please provide a detailed explanation as to why documentation is not available.

Description of expenditure. Be Specific and detailed as possible	Amount \$	Receipt, invoices, or other documentation provided (Yes/NO). If 'NO,' please provide a detailed explanation as to why documentation is not available
"Vernal Express" 3 weeks back page of the Nickle adds	\$ 2,123.25	Yes, CK # 371464 attached ✓
" Staples" Pens for each voter that comes through the Polling locations	\$ 188.79	Yes, CK # 371076 attached ✓
" Staples" Pens for each voter that comes through the Polling locations (Additional Pens)	\$ 188.79	Yes, Ck # 370450 attached ✓
"KVEL" Radio Adds advertising please mail or drop your ballot	\$ 500.00	Yes, Ck# 371618 attached ✓

Total Requested \$ 3,000.83

VENDOR #2200300

VERNAL EXPRESS

CK # 371464

BUDGET LINE	DATE	INVOICE NUMBER	DESCRIPTION	ITEM	AMOUNT
10-4141-370	11/18/20	138717	OCT. 13TH BACKPAGE NICKL		707.75 ✓
10-4141-370	11/18/20	138717	OCT. 20TH BACKPAGE NICKL		707.75 ✓
10-4141-370	11/18/20	138717	OCT. 27TH BACKPAGE NICKL		707.75 ✓
10-4141-370	11/18/20	138718	SAMPLE BALLOT - ADD -10-		520.00
10-4141-370	11/18/20	138718	SAMPLE BALLOT - AD - 10-		520.00
10-4150-220	11/13/20	138965	2021 TENTATIVE BUDGET		27.25
10-4150-220	11/13/20	138964	2020 BUDGET INCREASE		25.25

Total For Check -----> \$3,215.75

= \$2123.25
for ads.

11/19/20 371464 \$3,215.75

VERNAL EXPRESS
60 EAST 100 NORTH
VERNAL UT 84078

Send Payment to:
Vernal Express
60 East 100 North
Vernal, UT 84078
P: 435-938-7112
F: 435-789-8690



Invoice Number

Invoice Date

138717

10/30/2020

Advertiser No.

Amount Due

Due Date

2241

\$2,123.25

11/27/2020

UINTAH COUNTY CLERK-AUDITOR
Michelle
147 East Main
VERNAL, UT 84078

1 1/2% fee will be charged to all
past due balances.

Amount Enclosed

Please detach top portion and return with your payment.

INVOICE

Vernal Express

UINTAH COUNTY CLERK-AUDITOR

Invoice No. 138717

10/30/2020

Date	Order	Description	Ad Size	SubTotal	Sales Tax	Amount
10/13/2020	62657	BNA Basin Nickel: Back Page Nickel Ads - 2020 Election				\$707.75
10/20/2020	62657	BNA Basin Nickel: Back Page Nickel Ads - 2020 Election				\$707.75
10/27/2020	62657	BNA Basin Nickel: Back Page Nickel Ads - 2020 Election				\$707.75
				Sub Total:		\$2,123.25
				Total Transactions: 3	Total:	\$2,123.25

SUMMARY Advertiser No. 2241 Invoice No. 138717 Invoice Amount \$2,123.25

Tear Sheets 1

1 1/2% fee will be charged to all past due balances.

Always be thankful for something.

Thank you for advertising with us, we appreciate your business!

10-4141-370

Michelle Wilber

This was Advertising to
Please mail your Ballots
to prevent the spread
of COVID 19

VENDOR #8102383

STAPLES ADVANTAGE

CK # 371076

BUDGET LINE	DATE	INVOICE NUMBER	DESCRIPTION	ITEM	AMOUNT
10-4141-370	10/26/20	3459082823	ACCT# 397605		188.79
10-4144-250	10/27/20	3459146402	ACCT# 397605		26.48
10-4144-250	10/27/20	3459146401	ACCT# 397605		60.75
10-4144-250	10/27/20	3458327139	ACCT# 397605		-30.33
11-4210-245	10/27/20	3459232985	ACCT# 1047752		42.60

Total For Check -----> \$288.29

10/29/20 371076 \$288.29

STAPLES ADVANTAGE
DEPT LA
PO BOX 660409

DALLAS TX 75266-0409



INVOICE DATE	CUSTOMER	INVOICE NUMBER
10/13/20	LA 70110135	3459082823
PLEASE PAY BY	TERMS	AMOUNT DUE
11/12/20	Net 30 Days	188.79

INVOICE

Staples

Federal ID #:04-3390816

Bill to Account: 397605
1007009 01 MB 0.439 **AUTO T8 08392 84078-264399 -C01-P07016-I

Ship to Account: AUDITOR



UINTAH COUNTY
TAI BRUCKNER
147 EAST MAIN
VERNAL, UT 84078-2643

UINTAH COUNTY
ATTN: KARINA VALENCIA
147 EAST MAIN
VERNAL, UT 84078-2643

2010-414 370

Budget Ctr :
Budget Ctr Desc :
P O Number :
P O Desc :
Release :
Release Desc :

Invoice Number: 3459082823
Order : 7315705219-000-001
Ordered By : KARINA VALENCIA
Order Date : 10/09/20

Order Line	Item Number	Description	Order Qty	B/O Qty	Unit Meas	Ship Qty	Unit Price	Extended Price
1	24421166	ROUND STIC 96PK BONUS BLACK	21	0	PK	21	8.99	188.79
Freight:		.00	Tax:(.0000 %)					.00
							Sub-Total:	188.79
							Total:	188.79

Delivery signed for by:

Delivery signature is not currently available

Delivery date and time:

Customer Service inquiries # 877-826-7755 Invoice Payment Inquiries 888-753-4110
Make checks payable to Staples, PO Box 660409, Dallas TX 75266-0409

Page: 1

TO ENSURE PROPER CREDIT, TEAR OFF AND RETURN THIS PORTION WITH YOUR PAYMENT

Customer Service inquiries # 877-826-7755

Invoice Payment Inquiries 888-753-4110



Please send payment to:

INVOICE DATE	CUSTOMER	INVOICE NUMBER
10/13/20	LA 70110135	3459082823
PLEASE PAY BY	TERMS	AMOUNT DUE
11/12/20	Net 30 Days	188.79
PLEASE ENTER AMOUNT PAID		

Staples

PO Box 660409
Dallas, TX 75266-0409

PAID
OCT 29 2020

BY:

LAD34590828230000188795

8392-01-00-1007009-0001-0013583

VENDOR #8102383

STAPLES ADVANTAGE

CK # 370450

BUDGET LINE	DATE	INVOICE NUMBER	DESCRIPTION	ITEM	AMOUNT
10-4120-250	09/23/20	3455898482	ACCT# 397605		46.40
10-4141-240	09/18/20	3455838890	ACCT# 397605		16.48
10-4141-240	09/18/20	3455838891	ACCT# 397605		39.72
10-4141-370	09/24/20	3456244317	ACCT# 397605		188.79
10-4144-250	09/18/20	3455693099	ACCT# 397605		50.24
10-4144-250	09/18/20	3455838888	ACCT# 397605		30.33
11-4210-240	09/23/20	3456244316	ACCT# 1047752		487.39
20-4582-240	09/22/20	3455771236	ACCT# 397605		309.16

Total For Check ----->

\$1,168.51

09/24/20

370450

\$1,168.51

STAPLES ADVANTAGE
DEPT LA
PO BOX 660409

DALLAS TX 75266-0409



INVOICE DATE	CUSTOMER	INVOICE NUMBER
9/10/20	LA 70110135	3456244317
PLEASE PAY BY	TERMS	AMOUNT DUE
10/10/20	Net 30 Days	188.79

INVOICE

20V 10-4141-370

staples

Federal ID #:04-3390816

Bill to Account: 397605
1006090 01 MB 0.439 **AUTO T4 0 8358 84078-264399 -C01-P06096-I

Ship to Account: AUDITOR



UINTAH COUNTY
TAI BRUCKNER
147 EAST MAIN
VERNAL, UT 84078-2643

UINTAH COUNTY
ATTN: KARINA VALENCIA
147 EAST MAIN
VERNAL, UT 84078-2643

Budget Ctr :
Budget Ctr Desc :
P O Number :
P O Desc :
Release :
Release Desc :

Invoice Number: 3456244317
Order : 7313559125-000-001
Ordered By : KARINA VALENCIA
Order Date : 9/09/20

Order Line	Item Number	Description	Order Qty	B/O Qty	Unit Meas	Ship Qty	Unit Price	Extended Price
1	24421166	ROUND STIC 96PK BONUS BLACK	21		0 PK	21	8.99	188.79
Freight:		.00	Tax: (.0000 %)		.00	Sub-Total:		188.79
						Total:		188.79

Delivery signed for by:

Delivery signature is not currently available

Delivery date and time:

Pens for Election Day

Customer Service inquiries # 877-826-7755 Invoice Payment Inquiries 888-753-4110
Make checks payable to Staples, PO Box 660409, Dallas TX 75266-0409

Page: 1

TO ENSURE PROPER CREDIT, TEAR OFF AND RETURN THIS PORTION WITH YOUR PAYMENT

Customer Service inquiries # 877-826-7755

Invoice Payment Inquiries 888-753-4110



Please send payment to:

INVOICE DATE	CUSTOMER	INVOICE NUMBER
9/10/20	LA 70110135	3456244317
PLEASE PAY BY	TERMS	AMOUNT DUE
10/10/20	Net 30 Days	188.79
PLEASE ENTER AMOUNT PAID		

Staples

PO Box 660409
Dallas, TX 75266-0409

PAID
SEP 24 2020
BY:

LAD34562443170000188798

8358-01-00-1008090-0001-0011259

VENDOR #1100475

KVEL 920

CK # 371618

BUDGET LINE	DATE	INVOICE NUMBER	DESCRIPTION	ITEM	AMOUNT
10-4141-370	12/02/20	20100606	VOTER INFORMATION		500.00

Total For Check -----> \$500.00

12/03/20 371618 \$500.00

KVEL 920
PO BOX 307

VERNAL, UT 84078



P. O. Box 307
Vernal, UT 84078
435 789-0920

KVEL-AM Invoice/ Affidavit

Invoice ID: 20100606
Invoice Date: 10/31/2020
Account ID: 0011
Order ID: 0011-030
Account Rep: Sheri Remington

Amount Due: \$500.00

Amount Paid: _____

UINTAH COUNTY
ATTN: MIKE WILKINS
152 EAST 100 NORTH
VERNAL, UT 84078

Sponsor: UINTAH COUNTY
VOTER INFORMATION

Page 1

Date	Description	Times	Qty	Rate	Cost
10/19/2020	:30 Added Value	03:19 AM 09:05 PM	2	[Package]	[Package]
10/19/2020	:30 Spot	11:54 AM 05:15 PM	2	[Package]	[Package]
10/20/2020	:30 Added Value	05:19 AM 10:42 PM	2	[Package]	[Package]
10/20/2020	:30 Spot	06:44 PM	1	[Package]	[Package]
10/21/2020	:30 Added Value	04:47 AM 08:58 PM	2	[Package]	[Package]
10/21/2020	:30 Spot	04:15 PM 05:44 PM	2	[Package]	[Package]
10/22/2020	:30 Added Value	05:19 AM 11:57 PM	2	[Package]	[Package]
10/23/2020	:30 Added Value	02:57 AM 08:42 PM	2	[Package]	[Package]
10/23/2020	:30 Spot	02:05 PM 03:58 PM	2	[Package]	[Package]
10/24/2020	:30 Added Value	05:19 AM 06:47 AM	2	[Package]	[Package]
10/25/2020	:30 Added Value	04:19 AM 10:53 AM	2	[Package]	[Package]
10/26/2020	:30 Added Value	03:19 AM 08:46 AM	2	[Package]	[Package]
10/27/2020	:30 Added Value	12:57 AM 10:53 PM	2	[Package]	[Package]
10/27/2020	:30 Spot	11:18 AM 06:44 PM	2	[Package]	[Package]
10/28/2020	:30 Added Value	01:57 AM 09:05 PM	2	[Package]	[Package]
10/29/2020	:30 Added Value	03:47 AM 08:19 PM	2	[Package]	[Package]
10/29/2020	:30 Spot	01:51 PM 04:57 PM	2	[Package]	[Package]
10/30/2020	:30 Added Value	04:47 AM 01:30 PM	2	[Package]	[Package]
10/31/2020	:30 Added Value	03:32 AM 03:19 PM	2	[Package]	[Package]
10/31/2020	Package		1	500.00	500.00

37 Total Items

Total Cost:

500.00

Amount Due:

500.00