

ROLL CALL VOTING:		
	YES	NO
Mayor Brent Winder (tie only)	[ ]	[ ]
Council Member Ben Hillyard	<input checked="" type="checkbox"/>	[ ]
Council Member Dorel Kynaston	<input checked="" type="checkbox"/>	[ ]
Council Member Janet Lunt	<input checked="" type="checkbox"/>	[ ]
Council Member Kari Malkovich	<input checked="" type="checkbox"/>	[ ]
Council Member David Pratt	[ ]	[ ]

I move that this Resolution be adopted.

*Kari Malkovich*  
Council Member

I second the foregoing motion.

*Ben Hillyard*  
Council Member

## RESOLUTION NO. 2022- 22

### A RESOLUTION APPROVING THE INTERLOCAL AGREEMENT BETWEEN UTAH COUNTY AND THE CITY OF WOODLAND HILLS REGARDING ELECTION BOXES

WHEREAS, pursuant to the provisions of the Interlocal Cooperation Act, Title 11, Chapter 13, Utah Code, political subdivisions of the State of Utah are authorized to enter into written agreements with one another for joint or cooperative action; and

WHEREAS, the City of Woodland Hills and the Utah County desire to enter into the following Interlocal Agreement.

THEREFORE be it resolved by the City of Woodland Hills City Council:

- The attached Interlocal Agreement shall be approved; and
- This resolution shall become effective immediately upon passage.

*Brent Winder*  
Brent Winder, Mayor

ATTEST:

*Jody Stones*  
Jody Stones  
Recorder





**INTERLOCAL COOPERATION AGREEMENT BETWEEN UTAH COUNTY  
AND WOODLAND HILLS  
REGARDING ELECTION BALLOT DROP BOXES**

THIS IS AN INTERLOCAL COOPERATION AGREEMENT (Agreement), made and entered into by and between Utah County, a political subdivision of the State of Utah, and Woodland Hills, a Utah municipality and political subdivision of the State of Utah, hereinafter referred to as CITY.

**WITNESSETH:**

**WHEREAS**, pursuant to the provisions of the Interlocal Cooperation Act ("Act"), Title 11, Chapter 13, Utah Code, public agencies, including political subdivisions of the State of Utah as therein defined, are authorized to enter into written agreements with one another for joint or cooperative action; and

**WHEREAS**, pursuant to the Act, the parties desire to work together through joint and cooperative action that will benefit the residents of both Utah County and CITY; and

**WHEREAS**, the parties to this Agreement are public agencies as defined in the Act; and

**WHEREAS**, Utah County and CITY, in an effort to effectively and efficiently administer elections, desire to provide voters within Utah County and CITY a convenient ballot drop box as an option for the voters to submit ballots during elections; and

**WHEREAS**, it is to the mutual benefit of both Utah County and CITY to enter into an agreement providing for the parties' joint efforts to provide for the election ballot drop box.

**NOW, THEREFORE**, the parties do mutually agree, pursuant to the terms and provisions of the Act, as follows:

**Section 1. EFFECTIVE DATE; DURATION**

This Agreement shall become effective and shall enter into force, within the meaning of

the Act, upon the submission of this Agreement to, and the approval and execution thereof by Resolution of the governing bodies of each of the parties to this Agreement. The term of this Agreement shall be from the effective date hereof until the cooperation agreement is terminated but is no longer than 50 years from the date this agreement is effective. This Agreement shall not become effective until it has been reviewed and approved as to form and compatibility with the laws of the State of Utah by the Utah County Attorney and the attorney for CITY. Prior to becoming effective, this Agreement shall be filed with the person who keeps the records of each of the parties.

## **Section 2. ADMINISTRATION OF AGREEMENT**

The parties to this Agreement do not contemplate nor intend to establish a separate legal entity under the terms of this Agreement. The parties hereto agree that, pursuant to Section 11-13-207, Utah Code, Utah County, by and through the Utah County Clerk/Auditor Elections Division, shall act as the administrator responsible for the administration of this Agreement. The parties further agree that this Agreement does not anticipate nor provide for any organizational changes in the parties. The administrator agrees to keep all books and records in such form and manner as Utah County shall specify and further agrees that said books shall be open for examination by the parties hereto at all reasonable times. Except as specifically provided for herein, the parties agree that they will not acquire, hold nor dispose of real or personal property pursuant to this Agreement during this joint undertaking.

## **Section 3. PURPOSES**

This Agreement has been established and entered into between the parties to provide voters within Utah County and CITY a convenient election ballot drop box as an option for voters to submit ballots during elections.

#### **Section 4. RESPONSIBILITIES**

The parties agree to fulfill the responsibilities and duties as contained in Exhibit A which is attached hereto and by this reference is incorporated herein for the provision of an election ballot drop box(es).

#### **Section 5. METHOD OF TERMINATION**

This Agreement will automatically terminate at the end of its term herein, pursuant to the provisions of section one (1) of this Agreement. Prior to the automatic termination at the end of the term of this Agreement, any party to this Agreement may terminate the Agreement sixty days after providing written notice of termination to the other party. Should the Agreement be terminated prior to the end of the stated term, the Parties agree to bring current, prior to termination, any financial obligation contained herein.

#### **Section 6. INDEMNIFICATION**

The parties to this Agreement are political subdivisions of the State of Utah. The parties agree to indemnify and hold harmless the other for damages, claims, suits, and actions arising out of a negligent error or omission of its own officials or employees in connection with this Agreement. It is expressly agreed between the parties that the obligation to indemnify is limited to the dollar amounts set forth in the Utah Governmental Immunity Act, Section 63G-7-604.

#### **Section 7. FILING OF INTERLOCAL COOPERATION AGREEMENT**

Signed copies of this Agreement shall be placed on file in the office of the County Clerk/Auditor of Utah County and with the official keeper of records of CITY and shall remain on file for public inspection during the term of this Agreement.

#### **Section 8. ADOPTION REQUIREMENTS**

This Agreement shall be (a) approved by Resolution of the governing body of each of the

parties, (b) executed by a duly authorized official of each of the parties (c) submitted to and approved by an Authorized Attorney of each of the parties, as required by Section 11-13-202.5, Utah Code, and (d) filed in the official records of each party.

#### **Section 9. AMENDMENTS**

This Agreement may not be amended, changed, modified or altered except by an instrument in writing which shall be (a) approved by Resolution of the governing body of each of the parties, (b) executed by a duly authorized official of each of the parties, (c) submitted to and approved by an Authorized Attorney of each of the parties, as required by Section 11-13-205.5, Utah Code, and (d) filed in the official records of each party.

#### **Section 10. SEVERABILITY**

If any term or provision of this Agreement or the application thereof shall to any extent and for any reason be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to circumstances other than those with respect to which it is invalid or unenforceable, shall not be affected thereby, and shall be enforced to the extent permitted by law. To the extent permitted by applicable law, the parties hereby waive any provision of law which would render any of the terms of this Agreement unenforceable.

#### **Section 11. NO PRESUMPTION**

Should any provision of this Agreement require judicial interpretation, the Court interpreting or construing the same shall not apply a presumption that the terms hereof shall be more strictly construed against the party, by reason of the rule of construction that a document is to be construed more strictly against the party who iteself or through its agents prepared the same, it being acknowledged that each of the parties have participated in the preparation hereof.

**Section 12. HEADINGS**

Headings herein are for convenience of reference only and shall not be considered in any interpretation of the Agreement.

**Section 13. BINDING AGREEMENT**

This Agreement shall be binding upon the heirs, successors, administrators, and assigns of each of the parties hereto.

**Section 14. NOTICES**

All notices, demands and other communications required or permitted to be given hereunder shall be in writing and shall be deemed to have been properly given if delivered by hand or by certified mail, return receipt requested, postage paid, to the parties at the addresses of the City Mayor or County Commission, or at such other addresses as may be designated by notice given hereunder.

**Section 15. ASSIGNMENT**

The parties to this Agreement shall not assign this Agreement, or any part hereof, without the prior written consent of all other parties to this Agreement. No assignment shall relieve the original parties from any liability hereunder.

**Section 16. GOVERNING LAW**

All questions with respect to the construction of this Agreement, and the rights and liability of the parties hereto, shall be governed by the laws of the State of Utah.

IN WITNESS WHEREOF, the parties have signed and executed this Agreement, after resolutions duly and lawfully passed, on the dates listed below:

**-- Signature Page to Follow --**

**Interlocal Cooperation Agreement – Election Ballot Drop Boxes**

**UTAH COUNTY**

Authorized by Resolution No. 2022 - \_\_\_\_, authorized and passed on the \_\_\_\_ day of

\_\_\_\_ 2022.

BOARD OF COUNTY COMMISSIONERS  
UTAH COUNTY, UTAH

By: \_\_\_\_\_  
Thomas K. Sakievich, Chair

ATTEST: Joshua Daniels  
Utah County Clerk/Auditor

By: \_\_\_\_\_  
Deputy

APPROVED AS TO FORM AND COMPATIBILITY WITH THE LAWS OF UTAH:  
DAVID O. LEAVITT, Utah County Attorney

By: \_\_\_\_\_  
Deputy County Attorney

**CITY**

Authorized by Resolution No. 22-22, authorized and passed on the 14<sup>th</sup> day of

June 2022.

By: \_\_\_\_\_  
Office:

ATTEST:

By: \_\_\_\_\_  
CITY Recorder

APPROVED AS TO FORM AND COMPATIBILITY WITH THE LAWS OF UTAH  
CITY Attorney

By: \_\_\_\_\_



## **Exhibit A**

### **Ballot Drop Box**

In order to accomplish the Parties' common obligation to administer elections (general and municipal) in compliance with Utah law, the Parties agree to provide the following services in relation to utilizing a ballot drop box: Services CITY will provide include, but are not limited to:

- Permanently secure the ballot drop box(es) (bolted in concrete) in a location approved by both City and the election division of the County Clerk's Office.
- If City desires to relocate a ballot drop box, City will obtain the approval of the election division of the County Clerks Office for the new location and secure it as provided above.
- Access ballots from the drop box(es) only as authorized by the election division of the County Clerk's Office.
- If City accesses election ballots from the drop box, after receiving authorization as provided above, ensure there are 2 people engaged in administering the duties associated with the election ballots.
- Provide 24-hour video surveillance of each ballot drop box and retain all recordings in compliance with CITY policy and any applicable retention schedule.
- Post and maintain a sign on or near each ballot drop box indicating that the ballot drop box is under 24-hour video surveillance.
- Provide County with the surveillance recording upon request.

Services the County will provide include, but are not limited to:

- Purchase and maintain ownership of the ballot drop box(es).
- Inspect, clean and maintain the ballot drop box(es) regularly.
- Provide reasonable authorization and access to City to use the ballot drop box(es) for official and reasonable purposes.
- Provide CITY with one video surveillance camera that is mutually acceptable to the parties.
- Provide CITY with one sign per ballot drop box in CITY that is to be posted on or near each ballot drop box indicating that the ballot drop box is under 24-hour video surveillance.

