



Jeff Hastings, Chairman

Anthony W. Perlatti, Director

Inajo Davis Chappell, Board Member

Anthony Kaloger, Deputy Director

Lisa M. Stickan, Board Member

David J. Wondolowski, Board Member

MEETING AGENDA

April 29, 2022

9:30 A.M.

THE PLEDGE OF ALLEGIANCE

ADMINISTRATIVE

1. Approval of the minutes from the April 6, 2022, Board Meeting
2. Acknowledgment of Secretary of State Directive 2022-33: Unofficial and Official Canvasses of the May 3, 2022, Primary Election
3. CCBOE Public Records Request Policy

BALLOT

4. Final approval of the ballot order for the May 3, 2022, Primary Election

CANDIDATE AND PETITION SERVICES

5. Acknowledgment of withdrawal of candidates from the May 3, 2022, Primary Election
6. Acknowledgment of resignations from and appointments to elected office

FISCAL SERVICES

7. Approval to Exercise Renewal Option One of Two for Contract with Tenex Software Solutions to provide Live Results Election Night Reporting in the amount not-to-exceed \$24,000.00 for the one-year period beginning June 1, 2022 through May 31, 2023

HUMAN RESOURCES

8. Approval of the personnel agenda

NEW BUSINESS

- May 3, 2022, Primary Election Update
- Voter Information Guide Update

PUBLIC COMMENT¹

Video of this meeting can be viewed at <https://www.youtube.com/CuyahogaCountyBOE>

¹ Please email mbejjani@cuyahogacounty.gov or lwalker@cuyahogacounty.gov with your name and the nature of your comment so we can fully assist you.

EXECUTIVE SESSION

Discussion of personnel issues (to consider the appointment, employment, dismissal, discipline, promotion, demotion, or compensation of a public employee or official) and disputes involving the public body that are the subject of pending or imminent court action.

VOTE CUYAHOGA COUNTY BOARD OF ELECTIONS

2022 Board Meeting Schedule

April 2022

Friday, April 29th @ 9:30AM

Meeting for the May 3, 2022 Primary Election

May 2022

Tuesday, May 3rd

May 3, 2022 Primary Election

Monday, May 16th @ 9:30AM

Provisional verification for the May 3, 2022 Primary Election

Certification of Issues for the August 2, 2022 Special Election

Tuesday, May 24th @9:30 AM

Certification of the May 3, 2022 Primary Election

June 2022

Monday, June 6th @ 9:30AM

Certification of remaining issues and charter amendments for the August 2, 2022 Special Election

Certification of Independent candidates for the November 8, 2022 General Election

July 2022

Wednesday, July 13th @ 9:30AM

July Board Meeting

August 2022

Tuesday, August 2nd

August 2, 2022 Special Election

Monday, August 15th @ 9:30AM

Provisional Verification for the August 2nd Special Election

Certification of the August 2, 2022 Special Election

Monday, August 22nd @ 9:30AM

Certification of Issues for the November 8, 2022 General Election

September 2022

Monday, September 12th @ 9:30AM

Certification of remaining issues and charter amendments for the November 8, 2022 General Election

Certification of Write-In Candidates for the November 8, 2022 General Election

October 2022

Wednesday, October 12th @ 9:30AM

October Board Meeting

November 2022

Friday, November 4th @ 9:30AM

Meeting for the November 8, 2022 General Election

Tuesday, November 8th

November 8th General Election

Monday, November 21st @ 9:30AM

Provisional verification for the November 8, 2022 General Election

Tuesday, November 29th @ 9:30AM

Certification of the November 8, 2022 General Election

December 2022

Wednesday, December 14th @ 9:30AM

December Board Meeting

Agenda Item

#1

VOTE CUYAHOGA COUNTY BOARD OF ELECTIONS

**Board Meeting
4/6/2022**

Attending:

Jeff Hastings, Chairman
Inajo Davis Chappell, Board Member
Lisa M. Stickan, Board Member
Anthony W. Perlatti, Director
Tony Kaloger, Deputy Director

Mark R. Musson, Assistant Prosecutor, Cuyahoga County
Mary Bejjani, Clerk to the Board
Linda Walker, Clerk to the Board

The Cuyahoga County Board of Elections Meeting began at 9:31 a.m. Hereinafter referred to as the CCBOE/Board.

Chairman Hastings noted that Board Members Davis Chappell and Stickan were in attendance. Board Member Wondolowski was excused from today's meeting.

Chairman Hastings moved to excuse Board Member Wondolowski's absence. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 1: Approval of the minutes from the March 7, 2022, and March 14, 2022, Board Meetings

Chairman Hastings moved to approve the minutes from the March 7, 2022, and March 14, 2022, Board Meetings. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 2: Acknowledgment of Secretary of State Directives and Memorandum: Directive 2022-30; League of Women Voters of Ohio et al. v. Ohio Redistricting Commission and Additional Instructions and Letter from Secretary to the General Assembly; Directive 2022-31; Revised Form of Ballot for the May 3, 2022, Primary Election; Directive 2022-32; May 3, 2022 Primary Election Instructions; Memorandum 2022-01; Responsibilities of Sheriffs and Chiefs of Police in the 2022 Primary Election (confidential - not for disclosure)

Board Member Davis Chappell stated for the record that the Board is required to act on Directive 2022-31, which will be acknowledged in Agenda Item 4. Chairman Hastings moved to acknowledge the Secretary of State Directive: 2022-30; League of Women Voters of Ohio et al. v. Ohio Redistricting Commission and Additional Instructions and Letter from Secretary to the General Assembly; Directive 2022-31; Revised Form of Ballot for the May 3, 2022, Primary Election; Directive 2022-32; May 3, 2022 Primary Election Instructions; Memorandum 2022-01; Responsibilities of Sheriffs and Chiefs of Police in the 2022

¹ Narrative that is underlined in the CCBOE minutes relates to a motion that was acted on by the Board.

Primary Election (confidential - not for disclosure). Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 3: Acknowledgment of the Ballot Proofs for the May 3, 2022, Primary Election in accordance with the Ballot Proofing Policy approved by the Board at the March 12, 2021, Board Meeting.

Chairman Hastings moved to acknowledge the Ballot Proofs for the May 3, 2022, Primary Election in accordance with the Ballot Proofing Policy approved by the Board at the March 12, 2021, Board Meeting. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 4: Acknowledgment of candidates' petitions for Ohio House, Ohio Senate, or State Central Committee were certified based on the Feb. 24, 2022, General Assembly district plan. Since this plan was ruled invalid, the Cuyahoga County Board of Election's (CCBOE) decision to certify or reject those candidates' petitions for the May 3, 2022, Primary Election is null and void.

Per Directive 2022-31, Chairman Hastings moved to acknowledge the candidates' petitions for Ohio House, Ohio Senate, or State Central Committee were certified based on the Feb. 24, 2022, General Assembly district plan. Since this plan was ruled invalid by the Ohio Supreme Court, the Cuyahoga County Board of Election's (CCBOE) decision to certify or reject those candidates' petitions for the May 3, 2022, Primary Election is now null and void. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 5: Acknowledgment of the withdrawal of candidates from the May 3, 2022, Primary Election

Chairman Hastings moved to acknowledge the withdrawal of candidates from the May 3, 2022, Primary Election as provided in the meeting materials. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 6: Acknowledgment of death in, and appointments to elected office

Chairman Hastings moved to acknowledge the death in, and appointments to elected office as provided in the meeting materials. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 7: Authorization to pay: 288 Voting Location Managers x \$275 = \$79,200; 317 Voting Location Deputies x \$275 = \$87,175; 2,868 Precinct Election Officials x \$250 = \$717,000; 288 Sanitation Officials x \$200 = \$57,600; 150 Election Substitute Officials x \$100 = \$15,000 for the May 3, 2022, Primary Election

Chairman Hastings asked if sanitation officials were still required. Director Perlatti stated the sanitation official is no longer required, and the position has been modified for 2022. In addition to sanitizing the voting areas, training is in place to qualify the positions as precinct election officials. The training is not as in-depth, but the duties include operating the DS200 scanners and being a greeter.

Chairman Hastings moved to approve the authorization to pay: 288 Voting Location Managers x \$275 = \$79,200; 317 Voting Location Deputies x \$275 = \$87,175; 2,868 Precinct Election Officials x \$250 = \$717,000; 288 Sanitation Officials x \$200 = \$57,600; 150 Election Substitute Officials x \$100 = \$15,000

for the May 3, 2022, Primary Election. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 8: Authorization to process payment in the amount not-to-exceed \$46,700 for 91 private voting locations, five (5) CMHA locations, and one (1) private zone station being used for the May 3, 2022, Primary Election

Chairman Hastings moved to authorize to process payment in the amount not-to-exceed \$46,700 for 91 private voting locations, five (5) CMHA locations, and one (1) private zone station being used for the May 3, 2022, Primary Election. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 9: Final authorization for the allocation of voting booths for the May 3, 2022, Primary Election. Allocation quantities are based on social distancing and room size per polling location. A total of 4,554 voting booths will be allocated + 819 DS200 precinct scanners + 288 ADA AutoMark voting units and 796 Electronic Poll books

Chairman Hastings asked if social distancing is still in place. Director Perlatti stated current social distancing for the May 3, 2022, Primary Election is related to the spacing between voting booths and tables. The social distancing does not affect the number of Electronic Poll books or DS 200 scanners per location.

Chairman Hastings moved to acknowledge the final authorization of the allocation of voting booths for the May 3, 2022, Primary Election. Allocation quantities are based on social distancing and room size per polling location. A total of 4,554 voting booths will be allocated + 819 DS200 precinct scanners + 288 ADA AutoMark voting units and 796 Electronic Poll books. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 10: Approval to extend the Delivery and Return of Voting Equipment to Voting Locations Contract with Midfitz, Inc. dba Berman Moving & Storage. Extending the contract from November 3, 2022, through December 31, 2022, in the amount not-to-exceed \$49,335.00.

Director Perlatti stated at the February 14, 2022, Board meeting an initial extension was executed for the Berman's contract incorporating the May 2022 Primary Election through November 2, 2022. By mutual agreement, the contract will now be extended from November 3, 2022, through the end of 2022, at the current pricing. The second Primary Election for legislative offices will be covered under the initial contract extension. The cost will be based on tiered pricing depending on how many polling locations are involved in the election.

Chairman Hastings moved to approve to extend the Delivery and Return of Voting Equipment to Voting Locations Contract with Midfitz, Inc. dba Berman Moving & Storage. Extending the contract from November 3, 2022, through December 31, 2022, in the amount not-to-exceed \$49,335.00. Board Member Davis Chappell seconded. The motion passed unanimously.

Agenda Item 11: Recommendation adopting a Federal Grant Award Equipment Policy for the purpose of tracking equipment through federal award funding

Chairman Hastings asked the reason for the Federal Grant Award Equipment Policy and how much money does the CCBOE receives federally other than what was obtained from the non-profit in 2020. Kendra Zusy, Fiscal Services Manager, stated the amount of federal dollars received in 2020 was \$1,032,587.00.

Director Perlatti stated the CCBOE tracked all the federal grant dollars spent and provided documentation to the Secretary of State (SOS). As a result of the State audit, the SOS sent a boilerplate federal grant award equipment policy to multiple Boards of Elections for adoption. Assistant Prosecutor Musson has reviewed the policy and provided comments which were incorporated into the CCBOE Federal Grant Award Equipment Policy. Chairman Hastings inquired what was purchased with the Cares Act funds the CCBOE received. Director Perlatti stated that those funds were used for non-tangible items and qualified items, including computers, two used DS850 scanners, and a folding and inserting machine. Chairman Hastings stated should the CCBOE receive Federal funds in the future, there is now a policy on how those Federal dollars may be spent.

Chairman Hastings moved to recommend adopting a Federal Grant Award Equipment Policy for the purpose of tracking equipment through federal award funding. Board Member Davis Chappell seconded. The motion passed unanimously.

Walk-on agenda item: Early In-Person Alternate Plan for the May 3, 2022, Primary Election

Director Perlatti provided a summary of a walk-on agenda item regarding the alternate plan for Early In-Person voting for the May 3, 2022, Primary Election. Director Perlatti stated on March 23, 2022, the CCBOE received the SOS Directive that finalized the form of the ballot for the May 3, 2022, Primary Election. This is approximately a month later than the CCBOE generally creates the ballot. The CCBOE staff has worked seven days a week and extended hours to make up for the lost time. The staff has done excellent work and has not skipped a process or cut corners to execute every step required to create accurate ballots. The ballot has been 100% proofed and is accurate. Approval to print the ballots was sent to Midwest Direct on Monday, April 4, 2022. Further, the CCBOE performs a test deck of pre-voted ballots which are run through the equipment and the results are uploaded from the scanners into the tabulation system. CCBOE staff then compares the tabulation results versus the expected results to ensure the results are accurate. The test deck is performed on the central scanners, the same equipment used for Vote-by-Mail, the Early In-Person equipment, and the backup machines.

The opening of Early In-Person voting started at 8:00 a.m. on Tuesday, April 5, 2022, and a printed ballot was not yet available. For each Early In-Person voter, a PDF ballot was produced, and instructions were provided to each voter. When the voter completes the ballot, it is collected in an ID envelope, and the ballot is dropped in the ballot box. Once the printed ballots are received bi-partisan teams of Ballot Department employees will follow the Ballot Remake Policy to transfer the votes from the PDF ballots to an actual ballot that will be scanned through the DS850 machine. The process is similar to what occurs with UOVACA ballots which are emailed out in electronic format. The CCBOE shared the policy with the SOS last week, and the SOS agreed with the procedure.

On April 5, 2022, the CCBOE received the "Issues Only" ballots from the printer. The CCBOE should receive all the Democratic and Republican Ballots by Thursday afternoon. By Friday, April 8, 2022, all ballots will have been received and shelved and the "regular process" of Early In-Person voting commenced. Chairman Hastings asked when the remaking of the PDF ballots would take place. Director Perlatti stated the remakes would be done by the Ballot Department the week of April 11, 2022. All the documentation will be kept and properly processed by bipartisan teams of employees. Board Member Davis Chappell asked if the remade PDF ballots would be secured. Director Perlatti stated yes, and the CCBOE is transparent about the process and publicizing the information. Board Member Davis Chappell stated the plan was excellent thinking, creative, and great problem-solving. Chairman Hastings requested the Board be updated daily on the number of Early In-Person voters. Director Perlatti stated the Board Members will be updated, and the SOS is also receiving daily updates.

Chairman Hastings moved to adopt the Early In-Person Alternate Plan for the May 3, 2022, Primary Election. Board Member Davis Chappell seconded. The motion passed unanimously.

Walk-on agenda item: Approval of the personnel agenda

Chairman Hastings moved to approve the personnel agenda provided in the Board Materials. Board Member Davis Chappell seconded. The motion passed unanimously.

NEW BUSINESS

Director Perlatti provided general updates for the CCBOE.

The CCBOE Employee Policy and Procedures manual continues to be revised by Human Resources. Currently, chapter six is progressing and will be shared with the employee committee. The final version of the handbook will be approximately eight chapters. Once completed, the employee handbook will be shared with the Prosecutors Office, and the Board Members prior to its adoption.

The selection of new voting equipment will need to be made this year. The CCBOE subcommittee, which includes Board Members Davis Chappell and Stickan, will be meeting to determine the steps towards making decisions on a vendor. Board Member Davis Chappell requested a recap and update on the vendors. Director Perlatti stated Peter James, Election and Compliance Administrator, would put together a refresher document. The CCBOE will also schedule meetings with the vendors to provide updates since the last State certification process that took place in December 2021.

Director Perlatti provided an update on the May 3, 2022, Primary Election. On Monday, April 5, 2022, there were 52 voters. Due to the PDF version of the ballot, seven individuals opted not to vote and the voters will come back when “actual ballots” are available. The requests for vote by mail (“VBM”) ballot applications are much lower than expected. The CCBOE has 6,500 ballot applications processed; four years ago, at this time, about 40,000 VBM ballot requests were received. The CCBOE will continue to encourage voting through the news and social media. The VBM ballots will begin mailing on Friday, April 9, 2022.

The CCBOE is reaching its goals for poll worker recruitment, currently at 85% recruited and about 65% trained. Any additional assistance to bring in more Republicans to work the polls is greatly appreciated. The additional incentives to complete the training early has provided positive results. The Ballot Department is now conducting Logic and Accuracy Testing on the equipment, which involves running test decks through the equipment to ensure the equipment’s accuracy. The Ballot Department has also finished testing the AutoMark equipment and will begin testing Election Day Scanners. The Ballot Department continues to work extended hours and through the weekends to make up days caused by the statewide election litigation. Berman’s moving will be picking up the equipment from the CCBOE in approximately ten days to begin delivery to the polling locations. The Election Support Department will likely be working the weekend, pre-packing supplies for the polling locations. The CCBOE staff is confident everything will be ready on time, but it will take working additional hours.

Board Member Davis Chappell asked if there was enough staff or if any additional staff was necessary. Director Perlatti stated that temporary staff is being utilized. It is currently a struggle to fill the needed positions, even with the recent hourly wage increase of \$15.00 per hour for temporary employees.

There is not a pool of applicants applying for temporary work. Resources are being shifted within the agency to complete projects based on immediate needs.

Certain challenges have required workarounds, including the current paper supply shortages. Print projects affected include precinct voter lists and backup paper poll books. Alternatives are being considered for unbid projects which include using the County print shop, CCBOE staff will then complete the assembly of the print projects. Midwest Direct, the vendor for printing CCBOE ballots, is looking ahead to the 2022 August Primary and November General Elections to have the paper needed for the elections. Board Member Davis Chappell stated Midwest has been doing a great job as a vendor during this challenging period.

On behalf of the Board Members, Chairman Hastings acknowledged and thanked the leadership being displayed the many employees of the CCBOE during this challenging time.

PUBLIC COMMENT

Mr. Michael Seals, resident of Ward 7 requested a map of the Congressional Districts.

Chairman Hastings moved to adjourn the meeting at 10:07 a.m. Board Member Davis Chappell seconded. The motion passed unanimously.

Certification: I have reviewed the above minutes and certify that they are an accurate summary of the actions taken by the Cuyahoga County Board of Elections at its meeting held on April 6, 2022.

Jeff Hastings, Chairman

Inajo Davis Chappell, Board Member

Lisa M. Stickan, Board Member

David J. Wondolowski, Board Member

Anthony Perlatti, Director

Agenda Item #2

RELEASED: April 8, 2022

SUMMARY

- *Directive 2022-33* outlines the procedures the CCBOE must follow when conducting both the Unofficial and Official Canvasses for the May 3, 2022 Primary Election.
- **Important dates include:**
 - ***Post-Election Cure Period:*** May 4th-May 10th
 - ***Official Canvass:*** Can commence no earlier than Tuesday, May 24, and must be started by Wednesday, May 25. The Official Canvass must be completed and certified by 2 p.m. on Friday, May 27. *(These dates, adjusted to accommodate the delayed UOCAVA ballot return deadline, will require the Official Canvass board meeting to be adjusted.)*
 - ***Post-Election Audit:***
 - *If there is no recount:* The audit may start six days after the official results are declared and must be completed by the 21st day after that declaration.
 - *If there is a recount:* The audit must begin immediately after the board certifies the results of the recount and be complete within 14 days.
 - An audit must be certified by the board within five days of completion.
 - ***Voter History:*** Must upload voter history no later than 14 days after official certification.
 - ***Retention of Ballots:*** The CCBOE must retain all ballots for at least 22 months following the election.
- If the CCBOE has any problems, questions, or concerns on Election Day, it should contact the SOS using the dedicated phone number that will be provided prior to Election Day.
- All Board Members, along with the Director and Deputy Director, must ensure they are able to receive emails via their .gov email addresses.

PART ONE – UNOFFICIAL CANVASS

The Unofficial Canvass of the May 3, 2022 Primary Election must be conducted on Election Night in accordance with processes and procedures outlined in the Election Official Manual.

I. PROCESSING ABSENTEE BALLOTS

The CCBOE may begin processing (including scanning, but not tabulating) absentee ballots the day after the close of voter registration. It is prohibited from tabulating any absentee ballot prior to 7:31 p.m. on Election Day.

II. ELECTION NIGHT REPORTING (“ENR”)

Election Night Reporting will consist of races for the following offices:

- Governor and Lieutenant Governor;
- Attorney General;
- Auditor of State;
- Secretary of State;

- Treasurer of State;
- Chief Justice of the Supreme Court;
- Justice of the Supreme Court (Full Term Commencing 1-1-23);
- Justice of the Supreme Court (Full Term Commencing 1-2-23);
- U.S. Senator;
- Judge of Court of Appeals; and
- Countywide Offices.

For race results for the offices of U.S. Representative to Congress, the public will be directed to visit <https://VoteOhio.gov/Boards> for a listing of BOE websites where the results of this race are found. No later than 10:00 a.m. on the day after Election Day, the most populous county of each congressional district must post the Most Populous Report on their website.

The CCBOE must use the SOS County Submission System (“CSS”) to provide summary results on all candidates that appear on its ballot. The CCBOE must use the USB thumb drives provided by the SOS to ensure the security of the ENR and election management system (“EMS”).

A. SCHEDULE FOR REPORTING RESULTS

The CCBOE must log into the CSS no later than 7:45 p.m. on May 3. It must immediately notify the SOS assigned personnel of delays in completing any portion of the results reporting activity.

B. REPORTING ABSENTEE BALLOT RESULTS

The CCBOE must upload vote totals for absentee ballots by 8 p.m. The board must enter zero (0) precincts reporting when it uploads its first absentee results.

C. MAXIMUM TIME BETWEEN ENR REPORTS

ENR begins with the first upload of absentee results by 8 p.m. and will continue at the assigned time throughout the night. [After Cuyahoga County has uploaded its first summary election results, it must report every “quarter-hour” \(e.g., 8:00 p.m., 8:15 p.m., 8:30 p.m., 8:45 p.m., etc.\).](#)

Once 100 percent of the precincts have reported, the CCBOE must enter final vote tallies into its ENR System.

D. SUPPLEMENTAL STATISTICS

The CCBOE must provide supplemental statistics when it reports the last precinct or shortly thereafter. **It must promptly report vote totals, even if supplemental statistics are not yet available.**

III. SUMMARY AND FINAL REPORTS

The CCBOE must follow the procedures for reporting summary results and submitting final summary reports in even-numbered year elections. The required reports and forms for the Unofficial Canvass are:

1. Unofficial Vote Total Summary Report.
2. Group Detail Report;
3. Write-In Report;

4. Most Populous Report(s) (when applicable); and
5. Signature Form.

In addition to the Unofficial Vote Total Summary Report submitted on Election Night, each board must print Current County Results from the CSS, proof to the Unofficial Vote Total Summary Report, and email the Current County Results along with the Report to Results@OhioSoS.gov.

The Director and Deputy Director must not leave the office until the assigned SOS staff member contacts the Director to confirm that the board's reports have been received and reviewed to ensure the results match.

PART TWO – POST-ELECTION CURE PERIOD

The CCBOE must be open to the public for seven calendar days immediately following Election Day, and during the hours specified below, to allow voters to cure a deficiency on an absentee or provisional ballot:

- Weekdays, May 4th – May 10th, 8:00 a.m. – 5:00 p.m.
- Saturday, May 7th, 8:00 a.m. – 12:00 p.m. and Sunday, May 8th, 1:00 p.m. – 5:00 p.m.

For regular absentee voters, the CCBOE must receive a completed Form 11-S to cure a deficiency by the 7th day after the election, or the Form 11-S must be postmarked by the 7th day after the election and received by the 10th day after the election. **For UOCAVA voters, a completed Form 11-S must be received by the 20th day after the election, per the extension of time granted by Substitute Senate Bill 11 (SB 11).**

PART THREE – OFFICIAL CANVASS

I. TIMELINE FOR OFFICIAL CERTIFICATION

SB 11 permits the SOS to adjust the deadlines for the Official Canvass to accommodate the delayed UOCAVA ballot return deadline. Therefore, the CCBOE may begin the Official Canvass no earlier than **Tuesday, May 24, 2022** and no later than **Wednesday, May 25, 2022**. It must complete its Official Canvass and certify no later than 2 p.m. on **Friday, May 27, 2022**.

II. PRE-CANVASS AND CANVASS ACTIVITY

The CCBOE must follow the instructions for pre-canvass activity and conducting the Official Canvass outlined in the Election Official Manual. The CCBOE may begin examining provisional ballot envelopes starting with the day following Election Day. Board consideration and a vote on accepting or rejecting a provisional ballot may occur on or after the 11th day after the election. **In the rare instance the CCBOE issues a provisional ballot to a military or overseas voter, and it is returned by mail no later than the 20th day after the election, the board must vote on its eligibility for counting before proceeding with the Official Canvass.**

Absentee ballot reconciliation may also begin the day after the election, but it is not considered complete until after the close of UOCAVA return on May 23, 2022.

III. FORMS FOR OFFICIAL CERTIFICATION

All certifications and reports must be signed by the appropriate CCBOE personnel before being submitted to the SOS; another board of elections; or another public entity. **The board may not use**

digital or stamped signatures for these reports. The CCBOE must submit the signature form, along with the Supplemental Reports for Absentee Ballots and Provisional Ballots to the SOS.

A. CERTIFICATION AND REPORTING OF OFFICIAL RESULTS

1. After the CCBOE completes its Official Canvass, it must email Results@OhioSoS.gov and attach a copy of the official vote total summary report generated by the board's voting system.
2. The board of elections for the most populous county of any jurisdiction must generate a separate report. The report must include the total number of votes recorded for the office, question, or issue from each county in a multi-county jurisdiction and the total number of votes for all counties.

B. ABSENTEE AND PROVISIONAL BALLOT SUPPLEMENTAL REPORT

State law requires the SOS to publish a report on the number of absentee and provisional ballots cast and counted. The CCBOE must provide this supplemental data.

C. CERTIFICATE OF OFFICIAL SUMMARY RESULTS FOR LOCAL LIQUOR OPTION QUESTIONS AND LOCAL QUESTIONS AND ISSUES

Each board of elections must send a completed copy of Form 126-B to the SOS and a copy of the completed form to the Ohio Division of Liquor Control.

The board of elections must certify the results of an election on tax levies and bond issues to the following:

- The county auditor of each county in which the election was held.
- The fiscal officer of the subdivision in which the election was held.
- The Tax Commissioner of the State of Ohio
- The Secretary of State

The board of elections of the most populous county must certify the results of an election on a school district income tax on Form 125-A to the following:

- The board of education that placed the issue on the ballot.
- The Tax Commissioner of the State of Ohio
- The Secretary of State

IV. TIMELINE FOR REPORTS

No later than 2 p.m. on Friday, May 27, the SOS must receive each of the following:

- Certification report and signature form;
- Write-In Report
- Report forms;
- Electronic turnout detail by precinct;
- SOVC report; and
- Group Detail Report.

V. CERTIFICATES OF ELECTION AND/OR NOMINATION

The CCBOE must follow the instructions for issuing certificates of election and/or nomination that are contained in Chapter 10, Section 10.04, of the Election Official Manual.

VI. RECOUNTS

The deadline for a candidate or group to request a recount is five days after the certification of official results. A recount must take place no later than 10 days after an application for a recount is filed or an automatic recount is declared.

VII. POST-ELECTION AUDIT

Every board of elections must conduct a post-election audit.

- **If there is no recount:** The audit may start six days after the official results are declared and must be completed by the 21st day after that declaration.
- **If there is a recount:** The audit must begin immediately after the board certifies the results of the recount and be complete within 14 days.

An audit must be certified by the board within five days of completion.

VIII. VOTER HISTORY

All boards must upload voter history to the Statewide Voter Registration Database no later than 14 days after the board's official certification.

Note: If a provisional ballot affirmation is used to register an individual to vote, the newly registered voter should be assigned voter history for casting a provisional ballot.

IX. RETENTION OF BALLOTS

Boards must retain all ballots prepared for a federal election for at least 22 months following the election.

PART FOUR – OPEN MEETINGS DURING THE CANVASS

Board Members must remain in session from the time of the opening of the polls on Election Day until the results of the election are received from every precinct in the county and such results are communicated to the Secretary of State. Board members must also meet to adjudicate the validity of provisional ballots, certify the official results of the election, and certify the results of any recount or post-election audit.



DIRECTIVE 2022-33

April 8, 2022

To: All County Boards of Elections

Board Members, Directors, and Deputy Directors

Re: Unofficial and Official Canvasses of the May 3, 2022 Primary Election

SUMMARY

This Directive outlines the procedures that boards of elections must follow when conducting both the Unofficial and Official Canvasses of the May 3, 2022 Primary Election.

To assist boards of elections with any problems, questions, or concerns on Election Day, the Secretary of State's Office is staffed on Election Day from 6:00 a.m. until all boards report their unofficial results to our Office. Boards should contact the Secretary of State's Office using the dedicated telephone number that will be emailed prior to May 3, 2022.

All board members, directors, and deputy directors must ensure that they are able to receive emails via their .gov address and other communications sent from the Secretary of State's Office on May 3, 2022 (including after the polls close).

PART ONE – UNOFFICIAL CANVASS

The Unofficial Canvass of the May 3, 2022 Primary Election must be conducted on Election Night in accordance with state law¹ and [Chapter 10, Section 10.02](#) of the Election Official Manual. Each board must reconcile results with records from the poll books and voter registration system to ensure that only one ballot per voter is counted.² This includes ensuring that all returned absentee ballots are logged in the voter registration system and reconciling the list of voters whose ballots were returned with the number of physical ballots returned.

The Unofficial Canvass must be conducted in full view of the members of the board of elections and any observer appointed in accordance with [R.C. 3505.21](#).³ The board must continuously count the ballots during the Unofficial Canvass.⁴

I. PROCESSING ABSENTEE BALLOTS

Boards of elections may begin processing (including scanning, but not tabulating) absentee ballots not earlier than the day after the close of voter registration (April 5, 2022). Boards must begin this process prior to Election Day to ensure the Unofficial Canvass includes all absentee ballots received by the close of polls on May 3, 2022. Boards are prohibited from tabulating any absentee

¹ [R.C. 3505.27](#) (counting regular ballots that were cast at precinct polling locations); [R.C. 3505.28](#) (ballots not counted); [R.C. 3509.06](#) (counting absentee ballots); [R.C. 3509.07](#) (absentee ballots not counted); [R.C. 3511.11- 3511.13](#) (uniformed service and overseas voter absentee ballots).

² [R.C. 3505.26](#) and [R.C. 3505.27](#)

³ [R.C. 3505.27](#).

⁴ [R.C. 3505.27](#); [R.C. 3505.29](#); [R.C. 3505.30](#).

ballot prior to 7:31 p.m. on May 3, 2022. If a court orders polls to remain open later than 7:30 p.m. on Election Day, boards will receive a directive with alternate instructions.

II. ELECTION NIGHT REPORTING (“ENR”)

State law requires boards of elections to provide election results for certain contests to the Secretary of State’s Office.⁵ Election Night Reporting will consist of races for the following offices:

- Governor and Lieutenant Governor;
- Attorney General;
- Auditor of State;
- Secretary of State;
- Treasurer of State;
- Chief Justice of the Supreme Court;
- Justice of the Supreme Court (Full Term Commencing 1-1-23);
- Justice of the Supreme Court (Full Term Commencing 1-2-23);
- U.S. Senator;
- Judge of Court of Appeals; and
- Countywide Offices.

For race results for the offices of U.S. Representative to Congress, the public will be directed to visit VoteOhio.gov/Boards for a listing of the boards of elections’ websites where the results of this race are found. No later than 10:00 a.m. on the day after Election Day, the most populous county of each congressional district must post the Most Populous Report on their website. Boards must consult with their technical point of contact and service provider to ensure their websites are configured to dynamically scale to adapt to an expected increase in traffic.

All counties must use the Secretary of State’s County Submission System (“CSS”) to provide summary results on all candidates that appear on the county’s ballot. The Secretary of State personnel assigned to each county board of elections and their contact information will be provided prior to May 3, 2022.

Although boards of elections will have access to hand-key the results at the time frames below, the upload tool allows each board to do this more efficiently. This method also helps prevent data entry errors. Boards must use the USB thumb drives provided by the Secretary of State’s Office to ensure the security of the ENR and election management system (“EMS”). The USB thumb drives must be used only once.

Unofficial election results provided to the Secretary of State’s Office will be summary only, rather than precinct-level. Boards will upload precinct-level results for the Official Canvass.

A. SCHEDULE FOR REPORTING RESULTS

Each board must log in to the CSS no later than 7:45 p.m. on May 3, 2022. The board must immediately notify the Secretary of State assigned personnel of delays in completing any portion of the results reporting activity. Boards will receive an email with contact information for the Secretary of State personnel assigned to each county.

⁵ [R.C. 3505.27\(C\)](#).

B. REPORTING ABSENTEE BALLOT RESULTS

Each board must upload vote totals for absentee ballots by 8:00 p.m., unless the voting system is technologically unable to do so. If necessary, partial absentee results may be uploaded by the county. If the board uploads partial absentee results at 8:00 p.m., the board must not double-report the initial upload. Contact the board's voting system vendor if you need technical assistance. The board must enter zero (0) precincts reporting when it uploads its first absentee results.

C. MAXIMUM TIME BETWEEN ENR REPORTS

ENR begins with the first upload of absentee results by 8:00 p.m. and will continue at the assigned time throughout the night. After the board uploads its first summary election results, it must report on the following time increment assigned to the county:

1. **“Quarter-Hour” Counties** - *Butler, Clark, Clermont, Cuyahoga, Delaware, Fairfield, Franklin, Greene, Hamilton, Lake, Licking, Lorain, Lucas, Mahoning, Medina, Montgomery, Portage, Stark, Summit, Trumbull, Warren, and Wood Counties.*

“Quarter-hour” counties must report at each quarter hour (e.g., 8:00 p.m., 8:15 p.m., 8:30 p.m., 8:45 p.m., etc.), beginning with the quarter hour that follows the board's first upload of summary election results and continuing until all precincts report results.

The board must notify the Secretary of State personnel assigned to the board if, as the board approaches full reporting, one or more precincts did not report and it is more than 30 minutes since the last report, to explain the delay. Once 100 percent of the precincts report, boards must enter final vote tallies into the ENR system. The board does not have to wait until its designated reporting time (noted above) before reporting the final results.

2. **“Half-Hour” Counties** - *Allen, Ashtabula, Athens, Belmont, Columbiana, Erie, Geauga, Hancock, Jefferson, Knox, Lawrence, Marion, Miami, Muskingum, Richland, Ross, Sandusky, Scioto, Tuscarawas, Union, Washington, and Wayne Counties.*

“Half-hour” counties must report at each half-hour (e.g., 8:30 p.m., 9:00 p.m., 9:30 p.m., etc.), beginning at 8:30 p.m., the first half-hour that follows the upload of the board's absentee summary election results at 8:00 p.m., then on every half hour after and continuing until all precincts report results.

The board must notify the Secretary of State personnel assigned to the board if, as the board approaches full reporting, one or more precincts did not report and it is more than 30 minutes since the last report, to explain the delay. Once 100 percent of the precincts have reported, boards must enter final vote tallies into the ENR. The board does not have to wait until its designated reporting time (noted above) before reporting the final results.

3. **“Hourly” Counties**

“Top-of-the-hour” counties (e.g., 8:00 p.m., 9:00 p.m., etc.): *Ashland, Auglaize, Brown, Champaign, Clinton, Crawford, Darke, Defiance, Fulton, Guernsey,*

Highland, Huron, Logan, Madison, Mercer, Morrow, Ottawa, Pickaway, Preble, Seneca, Shelby, and Williams Counties.

“Bottom-of-the-hour” counties (e.g., 8:30 p.m., 9:30 p.m., etc.): *Adams, Carroll, Coshocton, Fayette, Gallia, Hardin, Harrison, Henry, Hocking, Holmes, Jackson, Meigs, Monroe, Morgan, Noble, Paulding, Perry, Pike, Putnam, Van Wert, Vinton, and Wyandot Counties.*

Note: “Bottom-of-the-hour” counties will report once at the “Top-of-the-hour” at 8:00 p.m. and then at the bottom hour as noted above.

“Hourly” counties must report summary election results at the top *or* bottom of every hour, as specified above, and continue until all precincts have reported. If the board reports more frequently, it must still report on the hour.

The board must notify the Secretary of State personnel assigned to the board if, as the board approaches full reporting, one or more precincts did not report and it is more than 60 minutes since the last report, to explain the delay. Once 100 percent of the precincts have reported, boards must enter final vote tallies into the ENR. The board does not have to wait until its designated reporting time (noted above) before reporting the final results.

D. SUPPLEMENTAL STATISTICS

Boards of elections must provide supplemental statistics upon reporting the county’s last precinct or shortly thereafter. **Boards must promptly report vote totals, even if supplemental statistics are not yet available.** Upload the election results, then submit the statistics when ready.

The required supplemental statistics are as follows:

Counted Ballots

- Total number of regular ballots counted from Election Day precincts (not including absentee ballots).
- Total number of absentee ballots counted (both UOCAVA and Non-UOCAVA).
- Total regular Election Day and absentee ballots counted.

Outstanding Ballots

- Total number of outstanding absentee ballots (issued but not yet counted).
- Total number of provisional ballots (issued at the polls or the board office before or on Election Day).

III. SUMMARY AND FINAL REPORTS

Boards of elections must follow the procedures outlined in [Chapter 10](#), Section 10.02 of the Election Official Manual for reporting summary results and submitting final summary reports in even-numbered year elections. The required reports and forms (listed below) for the Unofficial Canvass and the instructions and deadline for submission will be provided to boards of elections via email before Election Day:

1. Unofficial Vote Total Summary Report;

2. Group Detail Report;
3. Write-In Report;
4. Most Populous Report(s) (when applicable); and
5. Signature Form.

In addition to the Unofficial Vote Total Summary Report submitted on Election Night, each board must print Current County Results from the CSS, proof to the Unofficial Vote Total Summary Report, and email the Current County Results along with the Report to Results@OhioSoS.gov. Instructions outlining this requirement will be provided separately. All final summary reports must be transmitted to the Elections Division via email to Results@OhioSoS.gov.

On Election Night, once the Secretary of State's Office receives, reviews, and compares the board's Unofficial Vote Total Summary Report and the Current County Results printed from the CSS, a Secretary of State staff member will contact the Director.

The Director and Deputy Director must not leave the office until the assigned Secretary of State staff member contacts the Director to confirm that its reports have been received and reviewed to ensure the results match. The Director is responsible for releasing the board's staff.

PART TWO – POST-ELECTION CURE PERIOD

Each board of elections must be open to the public on each of the seven calendar days immediately following Election Day, and during the hours specified below, in order to allow voters to cure a deficiency on an absentee or provisional ballot, as provided for in state law:⁶

- Wednesday, May 4th 8:00 a.m. – 5:00 p.m.
- Thursday, May 5th 8:00 a.m. – 5:00 p.m.
- Friday, May 6th 8:00 a.m. – 5:00 p.m.
- Saturday, May 7th 8:00 a.m. – 12:00 p.m.
- Sunday, May 8th 1:00 p.m. – 5:00 p.m.
- Monday, May 9th 8:00 a.m. – 5:00 p.m.
- Tuesday, May 10th 8:00 a.m. – 5:00 p.m.

Whenever a board of elections receives an absentee ballot ID envelope that is missing required information or that contains information that does not conform to the voter's registration record, the board must follow the instructions set forth in [Chapter 7](#), pages 228 to 230 of the Election Official Manual.

For regular absentee voters, a board of elections must receive a completed [Form 11-S](#) to cure a deficiency by the 7th day after the election, or the Form 11-S must be postmarked by the 7th day after the election and received by the 10th day after the election. For UOCAVA voters, a completed

⁶ [R.C. 3505.181\(B\)\(7\)](#); [R.C. 3509.06\(D\)\(3\)](#). See also *Northeast Ohio Coalition for the Homeless v. Husted*, 837 F.3d 612 (6th Cir. 2016) (holding that the seven-day post-election cure period for absentee and provisional ballots established in state law is constitutional).

[Form 11-S](#) must be received by the 20th day after the election, per the extension of time granted by Substitute Senate Bill 11 of the 134th General Assembly (“S.B. 11”).⁷

If a board of elections has no voters with a deficiency on their absentee or provisional ballot after Election Day (i.e., there is nothing *possible* to cure for any voter that cast a ballot in the election) or all deficiencies have been cured, the board may return to its normal operating hours for the remainder of the cure period.

PART THREE – OFFICIAL CANVASS

I. TIMELINE FOR OFFICIAL CERTIFICATION

As explained in [Directive 2022-29](#), S.B. 11 permits the Secretary of State to adjust the deadlines for the Official Canvass to accommodate the delayed UOCAVA ballot return deadline. Therefore, boards of elections may begin the Official Canvass of the May 3, 2022 Primary Election no earlier than the 21st day after the election (**Tuesday, May 24, 2022**) and no later than the 22nd day after the election (**Wednesday, May 25, 2022**). Each board must complete its Official Canvass and certify no later than the 24th day after the election (**Friday, May 27, 2022**).⁸

II. PRE-CANVASS AND CANVASS ACTIVITY

Boards of elections must follow the instructions for pre-canvass activity that are outlined in [Chapter 10, Section 10.03](#) of the Election Official Manual. Boards must also follow the rules and procedures outlined in [Chapter 10, Section 10.04](#) of the Election Official Manual for conducting the Official Canvass. Each board must reconcile results with records from the poll books and the voter registration system to ensure that only one ballot per voter is counted.⁹ This includes ensuring that all returned absentee ballots are logged in the voter registration system and reconciling the list of voters whose ballots were returned with the number of physical ballots returned.

Boards must wait until the 11th day after the election to examine provisional ballot affirmations to determine the eligibility of provisional ballots to be counted. Board members must vote on the eligibility of every provisional ballot cast in the county for this election. It is rare, but possible for a military or overseas voter to be issued a provisional ballot by mail.¹⁰ If the board issues a provisional ballot to a military or overseas voter and it is returned by mail no later than the 20th day after the election, the board must vote on its eligibility for counting before proceeding with the Official Canvass. No earlier than the start of the Official Canvass on March 24, 2022, the board may open the provisional ballot envelopes and count the ballots that are eligible for counting.¹¹

Pursuant to [R.C. 3505.32](#), board members and employees are prohibited from disclosing partial or final results of any contest in the election between the completion of the Unofficial Canvass and the certification of official results.

⁷ See [Directive 2022-29](#).

⁸ [R.C. 3505.32\(A\)](#).

⁹ [R.C. 3505.32\(D\)](#).

¹⁰ See [Form 11-I](#) (“Application for Absent Voter’s Ballot by a Voter With a Personal Illness, Physical Disability, or Infirmary and an Unreported Change of Address and/or Name”) and [Form 11-I-2](#).

¹¹ [R.C. 3505.183\(F\)](#) and [R.C. 3505.32\(D\)](#).

III. FORMS FOR OFFICIAL CERTIFICATION

After the Unofficial Canvass, our Office will provide the forms for reporting official results. All certifications and reports must be signed by the appropriate board personnel before being submitted to our Office, another board of elections, or another public entity. The board may not use digital or stamped signatures for these reports. Each board of elections must submit the signature form to certify the Official Election Results, including the Supplemental Reports for both Absentee Ballots and Provisional Ballots, to the Secretary of State's Office.

A. CERTIFICATION AND REPORTING OF OFFICIAL RESULTS¹²

After a board completes its Official Canvass, it must email Results@OhioSoS.gov a copy of the official vote total summary report generated by the board's voting system. This report must be clearly labeled "[County]'s Official Canvass," and it must contain *only* vote totals for that county.

The board of elections for the most populous county of any multi-county jurisdiction or district must generate a separate report from its voting system, create a report outside of its voting system, or use a reporting form which will be provided after the Unofficial Canvass. This report must be clearly labeled "[County's] Official Canvass – Most Populous County." The report must include the total number of votes recorded for the office, question, or issue from each county in a multi-county jurisdiction and the sum total for all counties. The board must clearly mark the contest(s) for which a board is the most populous county to clearly identify it as a contest contains vote totals from other counties. The board must email the report(s) to Results@OhioSoS.gov.

B. ABSENTEE AND PROVISIONAL BALLOT SUPPLEMENTAL REPORT

State law requires the Secretary of State to publish a report on the number of absentee and provisional ballots cast and counted for the election in each county.¹³ Each board of elections must provide this supplemental data for absentee and provisional ballots. The reporting forms will be provided after the Unofficial Canvass.

C. CERTIFICATE OF OFFICIAL SUMMARY RESULTS FOR LIQUOR OPTION QUESTIONS AND LOCAL QUESTIONS AND ISSUES

Each board of elections must send a completed copy of [Secretary of State Form No. 126-B](#) to the Secretary of State's Office via email to Results@OhioSoS.gov and a copy of the completed form to the Ohio Division of Liquor Control via email: LiquorLicensingMailUnit@com.state.oh.us or by mailing to the following address:

Division of Liquor Control
6606 Tussing Road
Reynoldsburg, Ohio 43068-9005

The board of elections (most populous county only if it is a multi-county issue) must certify the results of an election on tax levies and bond issues to the following offices and agencies:

- The county auditor of each county in which the election was held.

¹² [R.C. 3505.30](#).

¹³ [R.C. 3501.05\(Y\)](#).

- The fiscal officer of the subdivision in which the election was held.
- The Tax Commissioner of the State of Ohio via email at: DTE@tax.state.oh.us.
- The Secretary of State.

The board of elections of the most populous county must certify the results of an election on a school district income tax on [Secretary of State Form 125-A](#) to the following offices and agencies:

- The board of education that placed the issue on the ballot.
- The Tax Commissioner of the State of Ohio via email at DTE@tax.state.oh.us.
- The Secretary of State.

IV. TIMELINE FOR REPORTS

No later than 2:00 p.m. on **Friday, May 27, 2022**, the Secretary of State's Office must receive each of the following:

- Certification report and signature form;
- Write-In Report;
- Report forms;
- Electronic turnout detail by precinct;
- SOVC report; and
- Group Detail Report.

Each board must submit these reports to Results@OhioSoS.gov as soon as the board completes its official certification. Boards must not delay submitting the official certification forms because of a recount for any race or issue. Every board must maintain a copy of each of its completed certification and report forms.

V. CERTIFICATES OF ELECTION AND/OR NOMINATION

Each board of elections must follow the instructions for issuing certificates of election and/or nomination that are contained in [Chapter 10, Section 10.04](#), of the Election Official Manual.

VI. RECOUNTS

Before scheduling and conducting a recount, please review the procedures set forth in state law and [Chapter 11, Section 11.02](#) of the Election Official Manual. The deadline for a candidate or group to request a recount is five days after the certification of official results. A recount must take place no later than ten days after an application for a recount is filed or an automatic recount is declared.¹⁴

The Secretary of State's Office will provide the boards a spreadsheet along with the Official Canvass report forms. Boards must complete the spreadsheet to notify the Secretary of State of a recount. All boards must complete the survey, regardless of whether there is a recount in their county. If the board must conduct a recount, they must provide the information regarding the recount in the

¹⁴ [R.C. 3515.02](#) and [R.C. 3515.03](#).

spreadsheet provided by the Secretary of State's Office in the email along with the completed Official Canvass Report forms.

If the recount to be conducted is for a multi-county jurisdiction, the Secretary of State's Office will issue the notice of recount after receiving notice from the most populous county. If a recount changes vote totals, the board of elections must submit a properly completed and signed amended certification and abstract to Results@OhioSOS.gov.

VII. POST-ELECTION AUDITS

Ohio law requires every board of elections to conduct a post-election audit. Before scheduling and conducting the post-election audit, please review the procedures set forth in state law¹⁵ and [Chapter 11, Section 11.03](#) of the Election Official Manual. The timeline for post-election audits depends on whether there is a recount, as explained below:

1. **If there is no recount:** The audit may start six days after the official results are declared and must be completed by the 21st day after that declaration. The board has five days after completion to certify those audit results to the Secretary. A form will be offered for certifying audit results.
2. **If there is a recount:** The audit must begin immediately after the board certifies the results of the recount and be complete within 14 days. The board has five days after completion to certify those audit results to the Secretary.

After Election Day, the Secretary of State's Office will provide more instructions for the post-election audit.

VIII. VOTER HISTORY

All boards must upload voter history for the May 3, 2022 Primary Election to the Statewide Voter Registration Database no later than 14 days after the board's official certification. Counties with more than 100,000 registered voters must email SWVRD@OhioSoS.gov to schedule their upload in advance. The election name to submit the history for the election is **2022_MAY_PRIM**.

For purposes of assigning voter history, a voter record should be marked as having voted in an election, only if any of the following are true:¹⁶

- The voter signed the signature poll book on Election Day.
- The voter was issued an absentee ballot in-person during the period for in-person absentee voting.
- The voter timely returned the voter's identification envelope (including UOCAVA and Federal Write-In Absentee Ballot (FWAB)), regardless of whether the ballot was eligible to be counted.
- The voter is an eligible elector of the State of Ohio and cast a provisional ballot, regardless of whether the ballot was eligible to be counted. **If a provisional ballot affirmation is used to register an individual to vote, the newly registered voter should be assigned voter history for casting a provisional ballot.**

¹⁵ [R.C. 3505.331](#).

¹⁶ [Election Official Manual Chapter 10](#), page 316.

IX. RETENTION OF BALLOTS

Boards must retain all ballots prepared for a federal election for at least 22 months following the election. If the board uses a voting system and software that captures images of ballots as they are scanned by a high-speed scanner, those images may be subject to disclosure pursuant to a public records request and must be retained.¹⁷ Accordingly, consult with the county prosecuting attorney regarding their retention.

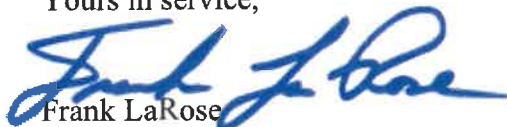
PART FOUR – OPEN MEETINGS DURING THE CANVASS

Consistent with [R.C. 3505.30](#), board members must remain in session from the time of the opening of the polls on Election Day until the results of the election are received from every precinct in the county and such results are communicated to the Secretary of State. Board members must also meet to adjudicate the validity of provisional ballots, certify the official results of the election, and certify the results of any recount or post-election audit. When possible, board members should conduct their meetings in-person. However, if any board members are not able to be physically present, boards of elections are encouraged to consult with their prosecuting attorney regarding H.B. 51 of the 134th General Assembly, which temporarily authorizes a public body to hold meetings and hearings by means of teleconference, video conference, or any other similar electronic technology.

Boards should work with their technical points of contact (i.e., IT professionals) to determine whether livestreaming meetings is an option, including whether there is enough bandwidth to allow for public viewing. To the maximum extent possible, any livestream of board meetings should be advertised on social media and include video of the staff undertaking duties that would normally be observable by members of the public if they were physically present at the meeting. If board members need to remake ballots, members should coordinate with their staff to review the ballots in person prior to the public meeting.

If you have any questions regarding this Directive, please contact the Secretary of State's elections counsel at (614) 728-8789.

Yours in service,



Frank LaRose
Ohio Secretary of State

¹⁷ See [Election Official Manual Chapter 10](#), pages 321 to 323.

Agenda Item #3



PUBLIC RECORDS REQUEST POLICY

Executive Office

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Overview

Chapter 2 (Boards of Elections Organization and Operations) of the Election Official Manual states a board of elections is a public office for purposes of the Ohio Public Records Act¹, and as a result, it is required to:

Organize and maintain its public records in a manner that can be made available in response to public records requests. Public offices are also required to create and adopt a policy for responding to public records requests.²

The Cuyahoga County Board of Elections (CCBOE) intends to fully comply with and abide by the Ohio's Public Records Act. The CCBOE also recognizes that exemptions from disclosure established by federal or state law can and must be applied, particularly where the laws are intended to protect the rights of third parties.

Defining a Public Record

A record is defined by Ohio law to include the following: A document in any format – paper, electronic (including, but not limited to, business e-mail) – that is created, received by, or comes under the jurisdiction of the CCBOE that documents the organization, functions, policies, decisions, procedures, operations, or other activities of the office.

A public record includes a “record” that is being kept by the CCBOE at the time a public

¹ [R.C. 149.43; Ohio Sunshine Laws \(Ohio Attorney General\)](#)

² [Chapter 2, Election Official Manual; R.C. 149.43 \(E\)\(2\)](#)

records request is made, *subject to applicable exemptions from disclosure established by law*. All public records must be organized and maintained in such a way that they can be made available for inspection and copying.

Format of Public Records Requests

Although no specific language is required to make a public records request, the requestor must at least identify the records requested with sufficient clarity to allow the CCBOE to identify, retrieve, and review the records. There is also a distinction between a public records request and a question. For an inquiry of the CCBOE to be considered a records request, it must be reasonably presented that way, which typically includes using some of the term “public records request.”

The requestor does not have to put a records request in writing and does not have to provide his or her identity or the intended use of the requested public record. It is CCBOE’s general policy that this information is only to be requested if the written request or disclosure of identity of the requestor or the intended use of the record would benefit the requestor by enhancing the ability of the CCBOE to identify, locate, or deliver the requested public records, and if the requestor is informed that the written request or disclosure of identity of the requestor or intended use of the record is not mandatory.

In many instances, information sought through a public records request can be attained through the CCBOE website at 443vote.us. The CCBOE encourages the public to view our website prior to making a public records request.

Processing Public Records Requests

Routine requests for records should be satisfied promptly³. Routine requests include meeting minutes, budgets, election results, forms and applications, and other records the CCBOE determines are “routine.”

Requests that are larger in scope or involve exempted content (such as personal information or details related to election security) should be completed within a reasonable timeframe⁴. Examples of personal information include driver license or social security numbers, date of birth, and phone numbers. In all instances, the CCBOE will endeavor to acknowledge the receipt of a public records request to inform the requestor that the CCBOE is in possession of the request and will respond in the appropriate time and manner.

A public records request that requires a custom report to be created (i.e., the report doesn’t already exist or would need to be significantly altered to meet the request) does not need

³ [R.C. 149.43 \(B\)\(1\)](#)

⁴ [R.C. 149.43 \(B\)\(1\)](#)

to be fulfilled by the CCBOE.

Public records are available for inspection during regular business hours. Any request to inspect sensitive documents, as determined by the CCBOE, must be conducted in the presence of two CCBOE employees of opposite political parties, who will always maintain control of the documents.

Denial or Redaction of Records

Any denial of records requested must include an explanation, including legal authority. If portions of a record are public and portions are exempt, the exempt portions are to be redacted and the rest released. Redactions are a denial of portions of the request, and they must be accompanied by a supporting explanation, including legal authority. If the initial request was in writing, the explanation shall also be provided in writing.

If the requester makes an ambiguous or overly broad request or has difficulty in making a request such that the office cannot reasonably identify what public records are being requested, the request may be denied, but the CCBOE must then provide the requester an opportunity to revise the request by informing the requester of the way records are maintained and accessed by the CCBOE.

The CCBOE should refer to Ohio's Sunshine Laws⁵, Ohio Revised Code § 149.43⁶ or the county prosecutor when seeking guidance on whether a public records request should be redacted or denied.

Electronic Records

Records in the form of e-mail, text messaging, and instant messaging, including those sent and received via a hand-held communications device, are to be treated in the same fashion as records in other formats, such as paper, since the content dictates a record's classification, not its medium.

Public record content transmitted to or from private accounts or personal devices is subject to disclosure. All CCBOE employees are required to retain their e-mail records and other records in any form in accordance with applicable records retention schedules. CCBOE employees should refrain, if possible, from using a personal email account to conduct public business.

Content and messages posted on social media accounts may be public record. As outlined in the Ohio Electronic Records Committee website⁷, social media content should be retained

⁵ [Ohio Sunshine Laws \(Ohio Attorney General\)](#)

⁶ [R.C. 149.43](#)

⁷ [Ohio Electronic Records Committee](#)

in accordance with CCBOE records retention policy.

Provisional Ballots

The public release of information from a provisional ballot must be scrutinized so not to jeopardize the secrecy of any individual vote. What follows below details what can and cannot be released as public records.

Legal Basis

Attorney General Opinion 2011-012⁸

1. **Provisional ballot envelope** - Is subject to state elections laws mandating the seal and preservation of ballots until any possible recount or election contest is completed; state law, within the meaning of R.C. 149.43(A)(1)(v)⁹ and R.C. 3501.13(C)¹⁰, prohibits the release of provisional ballot envelopes during the time a board of elections is required to preserve ballots under seal. A provisional ballot envelope is a "public record" subject to release once the time has passed during which a board of elections is required to preserve ballots under seal, but the voter's personal information appearing on the envelope is subject to redaction
2. **Free access system** - R.C. 3505.181(B)(5)(b)¹¹ does not prohibit the release of provisional ballot envelopes. Rather, it prohibits the release of particular voter information through the free access system to anyone other than the voter to whom that information pertains. The free access system established pursuant to R.C. 3505.181(B)(5)(b)¹¹ **may be used only by a voter to gain access to information about his individual provisional ballot.**

To summarize, a provisional ballot envelope is a public record. However, personal information from the envelope, including that what could be used to determine how an individual voter voted or is otherwise considered personal information that is subject to redaction under Ohio Sunshine Laws¹² and R.C. 149.43¹³, must not be released (other than to the voter himself/herself). However, the CCBOE is permitted to release records indicating general or collective figures such as the aggregate number of provisional ballots cast or rejected, reasons for rejection, etc. in an anonymized manner.

⁸ [Attorney General Opinion 2011-012](#)

⁹ [R.C. 149.43\(A\)\(1\)\(v\)](#)

¹⁰ [R.C. 3501.13\(C\)](#)

¹¹ [R.C. 3505.181\(B\)\(5\)\(b\)](#)

¹² [Ohio Sunshine Laws \(Ohio Attorney General\)](#)

¹³ [R.C. 149.43](#)

R.C. 3505.183¹⁴

Note: If there is only one provisional ballot to be counted in a precinct with no other ballots in the Official Canvass or amended Official Canvass, to not jeopardize the secrecy of any individual ballot, the name of the voter should not be disclosed in a public records request.

As stated in [R.C. 3505.183](#) (F):

*(F) Provisional ballots that the board determines are eligible to be counted under division (B)(3) or (D) of this section shall be counted in the same manner as provided for other ballots under section 3505.27 of the Revised Code. No provisional ballots shall be counted in a particular county until the board determines the eligibility to be counted of all provisional ballots cast in that county under division (B) of this section for that election. Observers, as provided in section 3505.21 of the Revised Code, may be present at all times that the board is determining the eligibility of provisional ballots to be counted and counting those provisional ballots determined to be eligible. **No person shall recklessly disclose the count or any portion of the count of provisional ballots in such a manner as to jeopardize the secrecy of any individual ballot.***

The following tables summarize the foregoing:

12-B Affirmation Statement Section							
Affirmation 12-B	Printed Full Name	DOB	Current Ohio Address	Former Ohio Address	Identification Driver License	Last 4 SSN	Signature
Unofficial through Audit Certification	No	No	No	No	No	No	No
Post Audit Certification	Yes	Year Only*	Yes	Yes	No#	No#	No
12-B For Board Use Only							
Affirmation 12-B	Precinct Voted	Status OK/Rejected	Voter ID	Operator	D__R__		
Unofficial through Audit Certification	Yes^	Yes^	No	No	No		
Post Audit Certification	Yes	Yes	Yes	Yes	Yes		

* Only year of birth can be disclosed

Driver license and social security number are considered personal information.

^ General or collective figures may be released, but not individual names (for example, if there is only one provisional ballot cast in a precinct, releasing the name would reveal how that individual voted).

¹⁴ [R.C. 3505.183](#)

Costs for Public Records

Those seeking public records will only be charged the actual cost of making copies, not labor. However, if the CCBOE elects, in its reasonable determination, to employ a contractor to perform the services necessary to produce a copy of the requested public records, the CCBOE may charge the requester the costs of the contractor's services. Currently, the CCBOE's actual costs of making copies in-house are as follows:

- The charge for paper copies is five (5) cents per page, with two-sided copies being charged as two copies, or 10 cents.
- The charge for electronic files downloaded to a compact disc is \$1.00 per disc.
- The charge for electronic files downloaded to a USB drive is \$7.00 each, with the USB drive provided by the CCBOE to ensure cyber security protocols.
- There is no charge for e-mailed documents.

If a requester asks that documents be mailed to them, he or she may be charged the actual cost of the postage and mailing supplies, or other actual costs of delivery. The CCBOE may require the requestor to pay in advance the actual cost involved in providing the copies, including postage.

Managing Records

The CCBOE's records are subject to records retention schedules. Current schedules are available at 2925 Euclid Avenue, Cleveland, OH, as required by Ohio Revised Code¹⁵. They are also available online at <https://boe.cuyahogacounty.gov/about-us/public-records-policy>

The Clerks to the Board are the records custodians for all non-personnel records. The Human Resources Manager is the custodian of personnel files for all CCBOE employees. Personnel records will be kept confidential to the extent permissible by the Ohio Public Records Act.

Contact

To ensure timely processing of public records requests, requestors are encouraged to contact the CCBOE using the following:

- Email – electioninfo@cuyahogacounty.gov
- Phone – 216-443-8683
- Mail – 2925 Euclid Avenue, Cleveland, OH 44115, c/o Clerks to the Board

¹⁵ [R.C. 149.43\(B\)\(2\)](#)

Agenda Item

#4



May 3, 2022 Primary Election

Final Ballot Order

The following is the ballot order for the May 3, 2022 Primary Election. The administration has reviewed and revised the order considering future filing deadlines and changes in voter registration.

The Cuyahoga County Board of Elections Election Day proposed ballot order is based upon the following factors:

- 200% of active Democratic voters for all active voters in Congressional District 11, 150% of all active voters in Congressional District 7 compared to 125% of the turnout from the 2010, 2014 and 2018 plus 115% of Provisionals cast in those elections for the Gubernatorial Primary Elections. Whichever total was greater, that was used to create the Final Ballot Order.
- 175% of active Republican voters for all active voters in all cities but Strongsville where 200% of all active voters were used compared to 125% of the turnout from the 2010, 2014 and 2018 plus 115% of Provisionals cast in those elections for the Gubernatorial Primary Elections. Whichever total was greater, that was used to create the Final Ballot Order.
- 30% of active Nonpartisan or unaffiliated voters compared to 125% of the turnout from the 2010, 2014 and 2018 plus 115% of Provisionals cast in those elections for the Gubernatorial Primary Elections. Whichever total was greater, that was used to create the Final Ballot Order.

Additionally, 50 ballots from the Democratic ballot set, 25 ballots from the Republican ballot set and 25 ballots from the Nonpartisan (Questions & Issues) ballot set each were ordered for Early In-Person voting. A Nursing Home order was placed based on the number of registered voters for both parties at each nursing home located within the precinct. For Hospital voting, 2 ballots from each party for each precinct were ordered.

In addition, a supplemental ballot order was created for 13 precincts. In these precincts, more ballots were ordered than could be packed into the red bag that is deployed to the polling location. These precincts are highlighted in blue. In these cases, a supplemental order of ballots will be kept in the ballot vault at the Warehouse in case they are needed to be deployed on Election Day.

The complete order can be found below.

Precinct Name	Portion	Election Day			EIP			Nursing Home			Hospital		
		DEM	REP	NON	DEM	REP	NON	DEM	REP	NON	DEM	REP	NON
BAY VILLAGE -01-A	1	350	210	0	50	25	0	0	0	0	2	2	2
BAY VILLAGE -01-B	1	300	115	0	50	25	0	0	0	0	2	2	2
BAY VILLAGE -01-C	1	400	220	0	50	25	0	0	0	0	2	2	2
BAY VILLAGE -02-A	1	375	210	0	50	25	0	0	0	0	2	2	2
BAY VILLAGE -02-B	1	325	165	0	50	25	0	0	0	0	2	2	2
BAY VILLAGE -02-C	1	375	200	0	50	25	0	0	0	0	2	2	2
BAY VILLAGE -03-A	1	325	225	0	50	25	0	0	0	0	2	2	2
BAY VILLAGE -03-B	1	300	215	0	50	25	0	0	0	0	2	2	2
BAY VILLAGE -03-C	1	325	220	0	50	25	0	0	0	0	2	2	2
BAY VILLAGE -04-A	1	400	290	0	50	25	0	10	10	0	2	2	2
BAY VILLAGE -04-B	1	325	285	0	50	25	0	0	0	0	2	2	2
BAY VILLAGE -04-C	1	400	265	0	50	25	0	0	0	0	2	2	2
BEACHWOOD -00-A	1	995	110	0	50	25	0	0	0	0	2	2	2
BEACHWOOD -00-B	1	1010	125	0	50	25	0	0	0	0	2	2	2
BEACHWOOD -00-C	1	690	85	0	50	25	0	27	27	0	2	2	2
BEACHWOOD -00-D	1	850	90	0	50	25	0	0	0	0	2	2	2
BEACHWOOD -00-E	1	990	105	0	50	25	0	7	7	0	2	2	2
BEACHWOOD -00-F	1	1000	100	0	50	25	0	0	0	0	2	2	2
BEACHWOOD -00-G	1	1030	125	0	50	25	0	0	0	0	2	2	2
BEACHWOOD -00-H	1	975	90	0	50	25	0	0	0	0	2	2	2
BEACHWOOD -00-I	1	520	55	0	50	25	0	0	0	0	2	2	2
BEDFORD -01-A	1	430	65	0	50	25	0	0	0	0	2	2	2
BEDFORD -01-B	1	365	50	0	50	25	0	0	0	0	2	2	2
BEDFORD -02-A	1	375	60	0	50	25	0	0	0	0	2	2	2
BEDFORD -02-B	1	350	90	0	50	25	0	0	0	0	2	2	2
BEDFORD -03-A	1	280	65	0	50	25	0	0	0	0	2	2	2
BEDFORD -03-B	1	300	85	0	50	25	0	0	0	0	2	2	2
BEDFORD -04-A	1	380	40	0	50	25	0	0	0	0	2	2	2
BEDFORD -04-B	1	540	75	0	50	25	0	0	0	0	2	2	2
BEDFORD -05-A	1	535	140	0	50	25	0	0	0	0	2	2	2
BEDFORD -06-A	1	550	175	0	50	25	0	0	0	0	2	2	2
BEDFORD HEIGHTS -01-A	1	400	55	0	50	25	0	0	0	0	2	2	2
BEDFORD HEIGHTS -01-B	1	535	35	0	50	25	0	0	0	0	2	2	2
BEDFORD HEIGHTS -01-C	1	320	25	0	50	25	0	0	0	0	2	2	2
BEDFORD HEIGHTS -02-A	1	570	45	0	50	25	0	0	0	0	2	2	2
BEDFORD HEIGHTS -02-B	1	455	25	0	50	25	0	0	0	0	2	2	2
BEDFORD HEIGHTS -03-A	1	440	25	0	50	25	0	0	0	0	2	2	2
BEDFORD HEIGHTS -03-B	1	1045	50	0	50	25	0	0	0	0	2	2	2
BEDFORD HEIGHTS -04-A	1	710	25	0	50	25	0	0	0	0	2	2	2
BEDFORD HEIGHTS -04-B	1	390	45	0	50	25	0	0	0	0	2	2	2

BENTLEYVILLE -00-A	1	200	195	0	50	25	0	0	0	0	2	2	2
BEREA -01-A	1	225	110	0	50	25	0	0	0	0	2	2	2
BEREA -01-B	1	325	120	0	50	25	0	5	5	0	2	2	2
BEREA -02-A	1	350	220	0	50	25	0	0	0	0	2	2	2
BEREA -02-B	1	300	140	0	50	25	0	0	0	0	2	2	2
BEREA -02-C	1	375	170	0	50	25	0	0	0	0	2	2	2
BEREA -03-A	1	350	155	0	50	25	0	0	0	0	2	2	2
BEREA -03-B	1	300	160	0	50	25	0	0	0	0	2	2	2
BEREA -03-C	1	225	155	0	50	25	0	0	0	0	2	2	2
BEREA -04-A	1	275	110	0	50	25	0	10	10	0	2	2	2
BEREA -04-B	1	425	165	0	50	25	0	0	0	0	2	2	2
BEREA -05-A	1	250	195	0	50	25	0	0	0	0	2	2	2
BEREA -05-B	1	225	190	0	50	25	0	0	0	0	2	2	2
BEREA -05-C	1	225	115	0	50	25	0	0	0	0	2	2	2
BRATENAHL -00-A	1	690	220	0	50	25	0	0	0	0	2	2	2
BRECKSVILLE -00-A	1	350	400	25	50	25	25	0	0	0	2	2	2
BRECKSVILLE -00-B	1	375	390	25	50	25	25	0	0	0	2	2	2
BRECKSVILLE -00-C	1	275	380	25	50	25	25	0	0	0	2	2	2
BRECKSVILLE -00-D	1	350	400	25	50	25	25	2	2	5	2	2	2
BRECKSVILLE -00-E	1	300	360	25	50	25	25	0	0	0	2	2	2
BRECKSVILLE -00-F	1	275	345	25	50	25	25	0	0	0	2	2	2
BRECKSVILLE -00-G	1	425	395	25	50	25	25	0	0	0	2	2	2
BRECKSVILLE -00-H	1	250	370	25	50	25	25	0	0	0	2	2	2
BRECKSVILLE -00-I	1	325	445	25	50	25	25	0	0	0	2	2	2
BRECKSVILLE -00-J	1	250	285	25	50	25	25	0	0	0	2	2	2
BROADVIEW HEIGHTS -01-A	1	300	325	25	50	25	25	0	0	0	2	2	2
BROADVIEW HEIGHTS -01-B	1	200	210	25	50	25	25	0	0	0	2	2	2
BROADVIEW HEIGHTS -01-C	1	325	315	25	50	25	25	3	3	5	2	2	2
BROADVIEW HEIGHTS -02-A	1	425	415	25	50	25	25	0	0	0	2	2	2
BROADVIEW HEIGHTS -02-B	1	325	360	25	50	25	25	0	0	0	2	2	2
BROADVIEW HEIGHTS -02-C	1	425	370	25	50	25	25	0	0	0	2	2	2
BROADVIEW HEIGHTS -03-A	1	225	255	25	50	25	25	0	0	0	2	2	2
BROADVIEW HEIGHTS -03-B	1	150	185	25	50	25	25	0	0	0	2	2	2
BROADVIEW HEIGHTS -03-C	1	275	260	25	50	25	25	0	0	0	2	2	2
BROADVIEW HEIGHTS -03-D	1	250	155	25	50	25	25	0	0	0	2	2	2
BROADVIEW HEIGHTS -04-A	1	450	555	25	50	25	25	0	0	0	2	2	2
BROADVIEW HEIGHTS -04-B	1	75	25	25	50	25	25	0	0	0	2	2	2
BROADVIEW HEIGHTS -04-C	1	225	230	25	50	25	25	1	1	5	2	2	2

BROADVIEW HEIGHTS -04-D	1	325	330	25	50	25	25	0	0	0	2	2	2
BROOK PARK -01-A	1	300	130	25	50	25	25	0	0	0	2	2	2
BROOK PARK -01-B	1	250	125	0	50	25	0	0	0	0	2	2	2
BROOK PARK -01-C	1	300	160	0	50	25	0	0	0	0	2	2	2
BROOK PARK -02-A	1	325	155	0	50	25	0	2	2	0	2	2	2
BROOK PARK -02-B	1	275	125	0	50	25	0	0	0	0	2	2	2
BROOK PARK -02-C	1	250	105	0	50	25	0	0	0	0	2	2	2
BROOK PARK -03-A	1	375	170	0	50	25	0	0	0	0	2	2	2
BROOK PARK -03-B	1	300	155	0	50	25	0	0	0	0	2	2	2
BROOK PARK -03-C	1	325	125	0	50	25	0	0	0	0	2	2	2
BROOK PARK -04-A	1	325	145	0	50	25	0	1	1	0	2	2	2
BROOK PARK -04-B	1	350	145	0	50	25	0	0	0	0	2	2	2
BROOK PARK -04-C	1	275	105	0	50	25	0	0	0	0	2	2	2
BROOKLYN -00-A	1	150	75	0	50	25	0	0	0	0	2	2	2
BROOKLYN -00-B	1	325	245	0	50	25	0	0	0	0	2	2	2
BROOKLYN -00-C	1	350	195	0	50	25	0	0	0	0	2	2	2
BROOKLYN -00-D	1	275	210	0	50	25	0	0	0	0	2	2	2
BROOKLYN -00-E	1	275	155	0	50	25	0	0	0	0	2	2	2
BROOKLYN -00-F	1	275	155	0	50	25	0	0	0	0	2	2	2
BROOKLYN -00-G	1	325	175	0	50	25	0	0	0	0	2	2	2
BROOKLYN -00-H	1	250	145	0	50	25	0	0	0	0	2	2	2
BROOKLYN HEIGHTS -00-A	1	400	340	0	50	25	0	0	0	0	2	2	2
CHAGRIN FALLS -00-A	1	375	135	150	50	25	25	0	0	0	2	2	2
CHAGRIN FALLS -00-A	2	185	105	105	50	25	25	0	0	0	2	2	2
CHAGRIN FALLS -00-B	1	430	235	200	50	25	25	0	0	0	2	2	2
CHAGRIN FALLS -00-C	1	340	190	175	50	25	25	2	2	5	2	2	2
CHAGRIN FALLS TWP -00-A	1	30	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-A	1	200	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-B	1	335	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-C	1	325	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-D	1	240	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-E	1	560	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-F	1	590	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-G	1	375	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-H	1	490	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-I	1	400	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-J	1	700	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-K	1	215	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-L	1	675	25	0	50	25	0	5	5	0	2	2	2
CLEVELAND -01-M	1	680	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-N	1	680	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-O	1	440	25	0	50	25	0	0	0	0	2	2	2

CLEVELAND -01-P	1	660	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-Q	1	705	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-R	1	635	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-S	1	570	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -01-T	1	435	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-A	1	130	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-B	1	240	35	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-C	1	120	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-D	1	655	75	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-E	1	220	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-F	1	250	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-G	1	240	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-H	1	350	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-I	1	255	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-J	1	115	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-K	1	260	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-L	1	250	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-M	1	270	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-N	1	365	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-O	1	320	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-P	1	350	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-Q	1	250	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-R	1	270	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-S	1	195	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-T	1	260	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-U	1	225	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-V	1	275	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -02-W	1	185	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-A	1	120	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-B	1	495	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-C	1	570	30	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-D	1	790	70	0	50	25	0	10	10	0	2	2	2
CLEVELAND -03-E	1	485	35	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-F	1	530	50	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-G	1	355	30	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-H	1	425	40	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-I	1	380	30	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-J	1	335	35	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-K	1	380	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-L	1	585	70	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-M	1	90	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-N	1	55	25	0	50	25	0	0	0	0	2	2	2

CLEVELAND -03-O	1	520	50	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-P	1	195	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-Q	1	210	45	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-R	1	55	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -03-S	1	90	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-A	1	165	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-B	1	320	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-C	1	265	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-D	1	310	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-E	1	300	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-F	1	300	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-G	1	240	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-H	1	275	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-I	1	250	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-J	1	250	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-K	1	315	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-L	1	235	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-M	1	250	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-N	1	315	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-O	1	410	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-P	1	170	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-Q	1	1110	65	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-R	1	535	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-S	1	535	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-T	1	280	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -04-U	1	475	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-A	1	65	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-B	1	60	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-C	1	65	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-D	1	90	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-E	1	70	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-F	1	55	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-G	1	240	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-H	1	295	25	125	50	25	25	10	10	10	2	2	2
CLEVELAND -05-I	1	280	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-J	1	170	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-K	1	100	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-L	1	135	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-M	1	240	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-N	1	130	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-O	1	125	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-P	1	75	25	0	50	25	0	0	0	0	2	2	2

CLEVELAND -05-Q	1	75	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-R	1	130	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -05-S	1	465	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-A	1	200	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-B	1	110	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-C	1	425	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-D	1	265	40	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-E	1	250	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-F	1	245	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-G	1	380	30	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-H	1	220	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-I	1	295	25	0	50	25	0	10	10	0	2	2	2
CLEVELAND -06-J	1	295	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-K	1	330	45	0	50	25	0	25	25	0	2	2	2
CLEVELAND -06-L	1	175	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-M	1	185	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-N	1	80	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-O	1	325	40	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-P	1	310	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-Q	1	440	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-R	1	685	45	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-S	1	245	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-T	1	430	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -06-U	1	445	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-A	1	195	30	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-B	1	140	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-C	1	150	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-D	1	190	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-E	1	155	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-F	1	190	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-G	1	230	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-H	1	180	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-I	1	230	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-J	1	285	30	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-K	1	140	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-L	1	325	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-M	1	200	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-N	1	180	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-O	1	345	25	0	50	25	0	10	10	0	2	2	2
CLEVELAND -07-P	1	320	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-Q	1	340	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-R	1	250	25	0	50	25	0	5	5	0	2	2	2

CLEVELAND -07-S	1	350	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-T	1	235	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-U	1	180	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-V	1	60	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -07-W	1	45	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -08-A	1	705	85	0	50	25	0	0	0	0	2	2	2
CLEVELAND -08-B	1	555	80	0	50	25	0	0	0	0	2	2	2
CLEVELAND -08-C	1	440	65	0	50	25	0	0	0	0	2	2	2
CLEVELAND -08-D	1	325	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -08-E	1	370	30	0	50	25	0	0	0	0	2	2	2
CLEVELAND -08-F	1	260	25	0	50	25	0	5	5	0	2	2	2
CLEVELAND -08-G	1	515	60	0	50	25	0	4	4	0	2	2	2
CLEVELAND -08-H	1	350	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -08-I	1	330	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -08-J	1	630	50	0	50	25	0	0	0	0	2	2	2
CLEVELAND -08-K	1	395	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -08-L	1	490	45	0	50	25	0	0	0	0	2	2	2
CLEVELAND -08-M	1	255	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -08-N	1	265	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -08-O	1	340	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -08-P	1	220	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -08-Q	1	325	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -08-R	1	235	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-A	1	220	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-B	1	340	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-C	1	255	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-D	1	170	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-E	1	330	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-F	1	295	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-G	1	170	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-H	1	450	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-I	1	240	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-J	1	270	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-K	1	215	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-L	1	310	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-M	1	195	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-N	1	215	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-O	1	260	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-P	1	75	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-Q	1	270	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-R	1	405	40	0	50	25	0	5	5	0	2	2	2
CLEVELAND -09-S	1	380	25	0	50	25	0	0	0	0	2	2	2

CLEVELAND -09-T	1	75	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-U	1	140	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-V	1	405	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-W	1	290	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -09-X	1	240	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-A	1	155	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-B	1	290	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-C	1	165	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-D	1	260	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-E	1	180	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-F	1	215	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-G	1	220	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-H	1	180	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-I	1	240	30	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-J	1	270	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-K	1	305	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-L	1	215	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-M	1	350	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-N	1	195	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-O	1	195	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-P	1	375	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-Q	1	205	25	0	50	25	0	5	5	0	2	2	2
CLEVELAND -10-R	1	350	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-S	1	430	25	0	50	25	0	5	5	0	2	2	2
CLEVELAND -10-T	1	495	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-U	1	230	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -10-V	1	230	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -11-A	1	165	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -11-B	1	295	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -11-C	1	235	40	0	50	25	0	0	0	0	2	2	2
CLEVELAND -11-D	1	85	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -11-E	1	210	60	0	50	25	0	0	0	0	2	2	2
CLEVELAND -11-F	1	250	50	0	50	25	0	0	0	0	2	2	2
CLEVELAND -11-G	1	250	75	0	50	25	0	0	0	0	2	2	2
CLEVELAND -11-H	1	260	75	0	50	25	0	0	0	0	2	2	2
CLEVELAND -11-I	1	160	35	0	50	25	0	0	0	0	2	2	2
CLEVELAND -11-J	1	205	50	0	50	25	0	0	0	0	2	2	2
CLEVELAND -11-K	1	150	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -11-L	1	170	45	0	50	25	0	0	0	0	2	2	2
CLEVELAND -11-M	1	230	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -11-N	1	160	25	0	50	25	0	10	10	0	2	2	2
CLEVELAND -11-O	1	190	45	0	50	25	0	0	0	0	2	2	2

CLEVELAND -11-P	1	345	60	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-A	1	150	30	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-B	1	245	60	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-C	1	220	75	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-D	1	145	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-E	1	140	30	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-F	1	180	30	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-G	1	75	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-H	1	230	30	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-I	1	120	35	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-J	1	130	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-K	1	170	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-L	1	185	45	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-M	1	290	110	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-N	1	260	110	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-O	1	375	160	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-P	1	410	95	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-Q	1	120	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-R	1	80	50	0	50	25	0	0	0	0	2	2	2
CLEVELAND -12-S	1	150	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-A	1	300	155	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-B	1	310	105	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-C	1	150	40	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-D	1	200	60	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-E	1	170	75	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-F	1	130	50	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-G	1	175	120	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-H	1	230	100	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-I	1	295	110	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-J	1	270	95	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-K	1	210	85	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-L	1	180	80	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-M	1	265	95	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-N	1	350	110	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-O	1	345	140	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-P	1	225	115	0	50	25	0	0	0	0	2	2	2
CLEVELAND -13-Q	1	275	80	0	50	25	0	0	0	0	2	2	2
CLEVELAND -14-A	1	95	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -14-B	1	115	35	0	50	25	0	0	0	0	2	2	2
CLEVELAND -14-C	1	160	30	0	50	25	0	0	0	0	2	2	2
CLEVELAND -14-D	1	170	45	0	50	25	0	0	0	0	2	2	2
CLEVELAND -14-E	1	110	25	0	50	25	0	0	0	0	2	2	2

CLEVELAND -14-F	1	135	35	0	50	25	0	0	0	0	2	2	2
CLEVELAND -14-G	1	120	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -14-H	1	175	25	0	50	25	0	5	5	0	2	2	2
CLEVELAND -14-I	1	90	25	125	50	25	25	0	0	0	2	2	2
CLEVELAND -14-J	1	160	50	0	50	25	0	0	0	0	2	2	2
CLEVELAND -14-K	1	120	50	0	50	25	0	0	0	0	2	2	2
CLEVELAND -14-L	1	160	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -14-M	1	95	50	0	50	25	0	0	0	0	2	2	2
CLEVELAND -14-N	1	115	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -14-O	1	105	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -14-P	1	75	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -15-A	1	530	65	0	50	25	0	0	0	0	2	2	2
CLEVELAND -15-B	1	540	80	0	50	25	0	0	0	0	2	2	2
CLEVELAND -15-C	1	780	75	0	50	25	0	0	0	0	2	2	2
CLEVELAND -15-D	1	415	45	0	50	25	0	0	0	0	2	2	2
CLEVELAND -15-E	1	205	25	0	50	25	0	10	10	0	2	2	2
CLEVELAND -15-F	1	105	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -15-G	1	190	30	180	50	25	25	0	0	0	2	2	2
CLEVELAND -15-H	1	270	45	0	50	25	0	0	0	0	2	2	2
CLEVELAND -15-I	1	125	35	0	50	25	0	0	0	0	2	2	2
CLEVELAND -15-J	1	415	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -15-K	1	320	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -15-L	1	90	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -15-M	1	540	25	0	50	25	0	10	10	0	2	2	2
CLEVELAND -15-N	1	570	60	0	50	25	0	0	0	0	2	2	2
CLEVELAND -15-O	1	285	35	0	50	25	0	0	0	0	2	2	2
CLEVELAND -15-P	1	410	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -15-Q	1	500	45	0	50	25	0	0	0	0	2	2	2
CLEVELAND -15-R	1	135	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -16-A	1	70	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND -16-B	1	290	90	0	50	25	0	5	5	0	2	2	2
CLEVELAND -16-C	1	260	90	0	50	25	0	0	0	0	2	2	2
CLEVELAND -16-D	1	235	105	0	50	25	0	0	0	0	2	2	2
CLEVELAND -16-E	1	160	80	0	50	25	0	0	0	0	2	2	2
CLEVELAND -16-F	1	195	70	0	50	25	0	0	0	0	2	2	2
CLEVELAND -16-G	1	205	45	0	50	25	0	0	0	0	2	2	2
CLEVELAND -16-H	1	225	55	0	50	25	0	0	0	0	2	2	2
CLEVELAND -16-I	1	195	70	0	50	25	0	0	0	0	2	2	2
CLEVELAND -16-J	1	220	60	0	50	25	0	0	0	0	2	2	2
CLEVELAND -16-K	1	295	95	0	50	25	0	0	0	0	2	2	2
CLEVELAND -16-L	1	305	80	0	50	25	0	0	0	0	2	2	2
CLEVELAND -16-M	1	250	65	0	50	25	0	0	0	0	2	2	2

CLEVELAND -16-N	1	245	70	0	50	25	0	0	0	0	2	2	2
CLEVELAND -16-O	1	240	70	0	50	25	0	0	0	0	2	2	2
CLEVELAND -16-P	1	255	75	0	50	25	0	0	0	0	2	2	2
CLEVELAND -16-Q	1	240	35	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-A	1	315	100	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-B	1	245	90	0	50	25	0	5	5	0	2	2	2
CLEVELAND -17-C	1	430	125	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-D	1	340	115	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-E	1	445	145	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-F	1	500	145	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-G	1	305	85	0	50	25	0	10	10	0	2	2	2
CLEVELAND -17-H	1	395	100	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-I	1	375	110	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-J	1	490	130	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-K	1	470	145	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-L	1	195	55	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-M	1	340	80	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-N	1	540	115	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-O	1	430	115	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-P	1	540	150	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-Q	1	575	150	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-R	1	615	150	0	50	25	0	0	0	0	2	2	2
CLEVELAND -17-S	1	105	25	0	50	25	0	0	0	0	2	2	2
CLEVELAND HEIGHTS -01-A	1	540	45	95	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -01-B	1	550	35	130	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -01-C	1	550	30	120	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -01-D	1	405	35	105	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -01-E	1	820	75	135	50	25	25	5	5	10	2	2	2
CLEVELAND HEIGHTS -01-F	1	930	105	125	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -02-A	1	740	30	155	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -02-B	1	840	95	105	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -02-C	1	800	75	130	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -02-D	1	1040	70	110	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -02-E	1	800	100	110	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -02-F	1	910	55	125	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -03-A	1	310	25	115	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -03-B	1	600	25	120	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -03-C	1	650	45	105	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -03-D	1	900	45	100	50	25	25	0	0	0	2	2	2

CLEVELAND HEIGHTS -03-E	1	660	60	105	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -03-F	1	465	25	115	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -04-A	1	760	60	145	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -04-B	1	905	60	115	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -04-C	1	600	50	145	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -04-D	1	540	40	135	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -04-E	1	745	45	130	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -04-F	1	780	55	140	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -04-G	1	1000	60	140	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -04-H	1	1020	80	160	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -04-I	1	875	55	110	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -05-A	1	845	45	150	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -05-B	1	875	50	190	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -05-C	1	755	45	155	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -05-D	1	725	25	170	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -05-E	1	745	40	185	50	25	25	0	0	0	2	2	2
CLEVELAND HEIGHTS -05-F	1	990	25	145	50	25	25	0	0	0	2	2	2
CUYAHOGA HEIGHTS -00-A	1	115	95	0	50	25	0	0	0	0	2	2	2
EAST CLEVELAND -02-A	1	350	25	0	50	25	0	0	0	0	2	2	2
EAST CLEVELAND -02-B	1	360	25	0	50	25	0	0	0	0	2	2	2
EAST CLEVELAND -02-C	1	205	25	0	50	25	0	0	0	0	2	2	2
EAST CLEVELAND -02-D	1	295	25	0	50	25	0	0	0	0	2	2	2
EAST CLEVELAND -03-A	1	330	25	0	50	25	0	0	0	0	2	2	2
EAST CLEVELAND -03-B	1	345	25	0	50	25	0	0	0	0	2	2	2
EAST CLEVELAND -03-C	1	500	25	0	50	25	0	0	0	0	2	2	2
EAST CLEVELAND -03-D	1	295	25	0	50	25	0	0	0	0	2	2	2
EAST CLEVELAND -03-E	1	375	25	0	50	25	0	0	0	0	2	2	2
EAST CLEVELAND -04-A	1	230	25	0	50	25	0	0	0	0	2	2	2
EAST CLEVELAND -04-B	1	340	25	0	50	25	0	0	0	0	2	2	2
EAST CLEVELAND -04-C	1	280	25	0	50	25	0	0	0	0	2	2	2
EAST CLEVELAND -04-D	1	655	25	0	50	25	0	10	10	0	2	2	2
EAST CLEVELAND -04-E	1	230	25	0	50	25	0	0	0	0	2	2	2
EAST CLEVELAND -04-F	1	320	25	0	50	25	0	0	0	0	2	2	2
EUCLID -01-A	1	630	45	0	50	25	0	0	0	0	2	2	2
EUCLID -01-B	1	480	70	0	50	25	0	0	0	0	2	2	2
EUCLID -01-C	1	510	40	0	50	25	0	0	0	0	2	2	2
EUCLID -01-D	1	860	25	0	50	25	0	0	0	0	2	2	2
EUCLID -01-E	1	260	25	0	50	25	0	5	5	0	2	2	2
EUCLID -02-A	1	700	125	0	50	25	0	0	0	0	2	2	2
EUCLID -02-B	1	420	80	0	50	25	0	0	0	0	2	2	2

EUCLID -02-C	1	445	65	0	50	25	0	5	5	0	2	2	2
EUCLID -02-D	1	495	125	0	50	25	0	5	5	0	2	2	2
EUCLID -03-A	1	575	80	0	50	25	0	0	0	0	2	2	2
EUCLID -03-B	1	320	25	0	50	25	0	0	0	0	2	2	2
EUCLID -03-C	1	215	25	0	50	25	0	0	0	0	2	2	2
EUCLID -03-D	1	200	25	0	50	25	0	0	0	0	2	2	2
EUCLID -03-E	1	315	40	0	50	25	0	0	0	0	2	2	2
EUCLID -04-A	1	390	150	0	50	25	0	0	0	0	2	2	2
EUCLID -04-B	1	350	50	0	50	25	0	0	0	0	2	2	2
EUCLID -04-C	1	310	60	0	50	25	0	0	0	0	2	2	2
EUCLID -04-D	1	315	65	0	50	25	0	0	0	0	2	2	2
EUCLID -04-E	1	475	105	0	50	25	0	0	0	0	2	2	2
EUCLID -05-A	1	420	80	120	50	25	25	0	0	0	2	2	2
EUCLID -05-B	1	290	55	0	50	25	0	0	0	0	2	2	2
EUCLID -05-C	1	490	65	0	50	25	0	0	0	0	2	2	2
EUCLID -05-D	1	690	125	0	50	25	0	0	0	0	2	2	2
EUCLID -05-E	1	605	145	0	50	25	0	0	0	0	2	2	2
EUCLID -06-A	1	405	150	0	50	25	0	0	0	0	2	2	2
EUCLID -06-B	1	325	120	0	50	25	0	0	0	0	2	2	2
EUCLID -06-C	1	350	95	0	50	25	0	0	0	0	2	2	2
EUCLID -06-D	1	475	125	0	50	25	0	0	0	0	2	2	2
EUCLID -06-E	1	360	125	0	50	25	0	0	0	0	2	2	2
EUCLID -07-A	1	440	110	0	50	25	0	0	0	0	2	2	2
EUCLID -07-B	1	270	35	0	50	25	0	0	0	0	2	2	2
EUCLID -07-C	1	395	25	0	50	25	0	0	0	0	2	2	2
EUCLID -07-D	1	330	80	0	50	25	0	0	0	0	2	2	2
EUCLID -07-E	1	205	25	0	50	25	0	0	0	0	2	2	2
EUCLID -08-A	1	345	55	0	50	25	0	0	0	0	2	2	2
EUCLID -08-B	1	360	60	0	50	25	0	0	0	0	2	2	2
EUCLID -08-C	1	315	35	0	50	25	0	0	0	0	2	2	2
EUCLID -08-D	1	360	80	0	50	25	0	0	0	0	2	2	2
EUCLID -08-E	1	315	60	0	50	25	0	0	0	0	2	2	2
FAIRVIEW PARK -01-A	1	375	260	160	50	25	25	0	0	0	2	2	2
FAIRVIEW PARK -01-B	1	300	160	150	50	25	25	0	0	0	2	2	2
FAIRVIEW PARK -01-C	1	250	120	145	50	25	25	0	0	0	2	2	2
FAIRVIEW PARK -02-A	1	75	45	50	50	25	25	0	0	0	2	2	2
FAIRVIEW PARK -02-B	1	275	140	195	50	25	25	5	5	5	2	2	2
FAIRVIEW PARK -02-C	1	350	200	180	50	25	25	0	0	0	2	2	2
FAIRVIEW PARK -03-A	1	350	150	160	50	25	25	0	0	0	2	2	2
FAIRVIEW PARK -03-B	1	400	215	170	50	25	25	0	0	0	2	2	2
FAIRVIEW PARK -03-C	1	300	180	165	50	25	25	0	0	0	2	2	2
FAIRVIEW PARK -04-A	1	375	190	210	50	25	25	0	0	0	2	2	2

FAIRVIEW PARK -04-B	1	375	165	210	50	25	25	0	0	0	2	2	2
FAIRVIEW PARK -05-A	1	400	220	200	50	25	25	0	0	0	2	2	2
FAIRVIEW PARK -05-B	1	375	275	205	50	25	25	0	0	0	2	2	2
GARFIELD HEIGHTS -01-A	1	555	30	0	50	25	0	0	0	0	2	2	2
GARFIELD HEIGHTS -01-B	1	555	25	0	50	25	0	0	0	0	2	2	2
GARFIELD HEIGHTS -01-C	1	410	25	0	50	25	0	0	0	0	2	2	2
GARFIELD HEIGHTS -02-A	1	245	40	0	50	25	0	0	0	0	2	2	2
GARFIELD HEIGHTS -02-B	1	285	85	0	50	25	0	0	0	0	2	2	2
GARFIELD HEIGHTS -02-C	1	325	75	0	50	25	0	5	5	0	2	2	2
GARFIELD HEIGHTS -03-A	1	520	125	0	50	25	0	0	0	0	2	2	2
GARFIELD HEIGHTS -03-B	1	420	70	0	50	25	0	0	0	0	2	2	2
GARFIELD HEIGHTS -04-A	1	210	60	0	50	25	0	0	0	0	2	2	2
GARFIELD HEIGHTS -04-B	1	295	100	0	50	25	0	0	0	0	2	2	2
GARFIELD HEIGHTS -04-C	1	400	100	0	50	25	0	0	0	0	2	2	2
GARFIELD HEIGHTS -05-A	1	400	115	0	50	25	0	0	0	0	2	2	2
GARFIELD HEIGHTS -05-B	1	565	150	0	50	25	0	10	10	0	2	2	2
GARFIELD HEIGHTS -06-A	1	410	120	0	50	25	0	0	0	0	2	2	2
GARFIELD HEIGHTS -06-B	1	400	95	0	50	25	0	0	0	0	2	2	2
GARFIELD HEIGHTS -06-C	1	315	70	0	50	25	0	0	0	0	2	2	2
GARFIELD HEIGHTS -07-A	1	380	85	0	50	25	0	0	0	0	2	2	2
GARFIELD HEIGHTS -07-B	1	470	95	0	50	25	0	0	0	0	2	2	2
GARFIELD HEIGHTS -07-C	1	450	160	0	50	25	0	0	0	0	2	2	2
GATES MILLS -00-A	1	325	260	0	50	25	0	0	0	0	2	2	2
GATES MILLS -00-B	1	380	305	0	50	25	0	0	0	0	2	2	2
GLENWILLOW -01-A	1	100	25	0	50	25	0	0	0	0	2	2	2
GLENWILLOW -02-A	1	100	30	0	50	25	0	10	10	0	2	2	2
GLENWILLOW -03-A	1	100	25	0	50	25	0	0	0	0	2	2	2
HIGHLAND HEIGHTS -01-A	1	380	245	0	50	25	0	5	5	0	2	2	2
HIGHLAND HEIGHTS -01-B	1	255	190	0	50	25	0	0	0	0	2	2	2
HIGHLAND HEIGHTS -02-A	1	300	220	0	50	25	0	0	0	0	2	2	2
HIGHLAND HEIGHTS -02-B	1	340	250	0	50	25	0	0	0	0	2	2	2
HIGHLAND HEIGHTS -03-A	1	295	210	0	50	25	0	0	0	0	2	2	2
HIGHLAND HEIGHTS -03-B	1	320	220	0	50	25	0	0	0	0	2	2	2
HIGHLAND HEIGHTS -04-A	1	250	235	0	50	25	0	0	0	0	2	2	2
HIGHLAND HEIGHTS -04-B	1	315	205	0	50	25	0	0	0	0	2	2	2
HIGHLAND HILLS -00-A	1	415	25	0	50	25	0	0	0	0	2	2	2
HUNTING VALLEY -00-A	1	165	155	0	50	25	0	0	0	0	2	2	2
INDEPENDENCE -00-A	1	275	330	0	50	25	0	0	0	0	2	2	2
INDEPENDENCE -00-B	1	275	320	0	50	25	0	0	0	0	2	2	2
INDEPENDENCE -00-C	1	275	430	0	50	25	0	0	0	0	2	2	2
INDEPENDENCE -00-D	1	275	300	0	50	25	0	0	0	0	2	2	2
INDEPENDENCE -00-E	1	325	385	0	50	25	0	0	0	0	2	2	2

LAKEWOOD -01-A	1	485	105	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -01-B	1	485	120	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -01-C	1	530	95	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -01-D	1	495	65	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -01-E	1	570	75	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -01-F	1	340	60	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -01-G	1	510	105	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -01-H	1	765	235	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -01-I	1	530	85	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -02-A	1	660	120	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -02-B	1	630	70	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -02-C	1	570	110	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -02-D	1	545	70	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -02-E	1	640	95	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -02-F	1	610	90	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -02-G	1	450	95	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -02-H	1	485	50	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -02-I	1	455	95	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -03-A	1	620	170	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -03-B	1	510	115	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -03-C	1	675	95	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -03-D	1	540	85	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -03-E	1	450	90	0	50	25	0	5	5	0	2	2	2
LAKEWOOD -03-F	1	570	90	0	50	25	0	5	5	0	2	2	2
LAKEWOOD -03-G	1	400	70	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -03-H	1	425	85	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -03-I	1	510	85	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -04-A	1	540	150	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -04-B	1	595	130	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -04-C	1	255	35	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -04-D	1	540	85	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -04-E	1	315	45	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -04-F	1	395	50	0	50	25	0	5	5	0	2	2	2
LAKEWOOD -04-G	1	245	35	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -04-H	1	400	70	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -04-I	1	410	80	0	50	25	0	0	0	0	2	2	2
LAKEWOOD -04-J	1	260	40	0	50	25	0	0	0	0	2	2	2
LINNDALE -00-A	1	25	25	0	50	25	0	0	0	0	2	2	2
LYNDHURST -01-A	1	390	125	0	50	25	0	0	0	0	2	2	2
LYNDHURST -01-B	1	455	135	0	50	25	0	0	0	0	2	2	2
LYNDHURST -01-C	1	460	220	0	50	25	0	0	0	0	2	2	2
LYNDHURST -02-A	1	520	220	0	50	25	0	10	10	0	2	2	2

LYNDHURST -02-B	1	490	205	0	50	25	0	0	0	0	2	2	2
LYNDHURST -03-A	1	805	150	0	50	25	0	0	0	0	2	2	2
LYNDHURST -03-B	1	510	195	0	50	25	0	0	0	0	2	2	2
LYNDHURST -03-C	1	460	130	0	50	25	0	0	0	0	2	2	2
LYNDHURST -04-A	1	410	120	0	50	25	0	0	0	0	2	2	2
LYNDHURST -04-B	1	575	190	0	50	25	0	0	0	0	2	2	2
LYNDHURST -04-C	1	520	170	0	50	25	0	0	0	0	2	2	2
MAPLE HEIGHTS -01-A	1	640	65	0	50	25	0	0	0	0	2	2	2
MAPLE HEIGHTS -01-B	1	575	130	0	50	25	0	0	0	0	2	2	2
MAPLE HEIGHTS -02-A	1	620	50	0	50	25	0	0	0	0	2	2	2
MAPLE HEIGHTS -02-B	1	555	50	0	50	25	0	0	0	0	2	2	2
MAPLE HEIGHTS -03-A	1	410	55	0	50	25	0	0	0	0	2	2	2
MAPLE HEIGHTS -03-B	1	375	55	0	50	25	0	0	0	0	2	2	2
MAPLE HEIGHTS -04-A	1	340	30	0	50	25	0	0	0	0	2	2	2
MAPLE HEIGHTS -04-B	1	405	25	0	50	25	0	0	0	0	2	2	2
MAPLE HEIGHTS -04-C	1	350	25	0	50	25	0	0	0	0	2	2	2
MAPLE HEIGHTS -05-A	1	500	35	0	50	25	0	0	0	0	2	2	2
MAPLE HEIGHTS -05-B	1	355	30	0	50	25	0	0	0	0	2	2	2
MAPLE HEIGHTS -06-A	1	495	35	0	50	25	0	5	5	0	2	2	2
MAPLE HEIGHTS -06-B	1	490	25	0	50	25	0	0	0	0	2	2	2
MAPLE HEIGHTS -07-A	1	470	25	0	50	25	0	0	0	0	2	2	2
MAPLE HEIGHTS -07-B	1	380	25	0	50	25	0	0	0	0	2	2	2
MAPLE HEIGHTS -07-C	1	525	25	0	50	25	0	0	0	0	2	2	2
MAYFIELD HEIGHTS -00-A	1	330	115	0	50	25	0	0	0	0	2	2	2
MAYFIELD HEIGHTS -00-B	1	290	155	0	50	25	0	0	0	0	2	2	2
MAYFIELD HEIGHTS -00-C	1	380	150	0	50	25	0	0	0	0	2	2	2
MAYFIELD HEIGHTS -00-D	1	310	170	0	50	25	0	0	0	0	2	2	2
MAYFIELD HEIGHTS -00-E	1	445	90	0	50	25	0	0	0	0	2	2	2
MAYFIELD HEIGHTS -00-F	1	430	140	0	50	25	0	0	0	0	2	2	2
MAYFIELD HEIGHTS -00-G	1	430	80	0	50	25	0	5	5	0	2	2	2
MAYFIELD HEIGHTS -00-H	1	345	115	0	50	25	0	0	0	0	2	2	2
MAYFIELD HEIGHTS -00-I	1	445	155	0	50	25	0	0	0	0	2	2	2
MAYFIELD HEIGHTS -00-J	1	160	25	0	50	25	0	0	0	0	2	2	2
MAYFIELD HEIGHTS -00-K	1	400	205	0	50	25	0	0	0	0	2	2	2
MAYFIELD HEIGHTS -00-L	1	400	215	0	50	25	0	0	0	0	2	2	2
MAYFIELD HEIGHTS -00-M	1	400	165	0	50	25	0	5	5	0	2	2	2
MAYFIELD VILLAGE -01-A	1	260	190	105	50	25	25	5	5	5	2	2	2
MAYFIELD VILLAGE -02-A	1	285	170	115	50	25	25	0	0	0	2	2	2
MAYFIELD VILLAGE -03-A	1	265	175	130	50	25	25	0	0	0	2	2	2
MAYFIELD VILLAGE -04-A	1	210	115	105	50	25	25	0	0	0	2	2	2
MIDDLEBURG HEIGHTS -01-A	1	450	335	0	50	25	0	5	5	0	2	2	2

MIDDLEBURG HEIGHTS - 01-B	1	175	100	0	50	25	0	5	5	0	2	2	2
MIDDLEBURG HEIGHTS - 01-C	1	350	240	0	50	25	0	0	0	0	2	2	2
MIDDLEBURG HEIGHTS - 02-A	1	225	200	0	50	25	0	0	0	0	2	2	2
MIDDLEBURG HEIGHTS - 02-B	1	200	170	0	50	25	0	0	0	0	2	2	2
MIDDLEBURG HEIGHTS - 02-C	1	200	135	0	50	25	0	0	0	0	2	2	2
MIDDLEBURG HEIGHTS - 03-A	1	250	195	0	50	25	0	0	0	0	2	2	2
MIDDLEBURG HEIGHTS - 03-B	1	275	210	0	50	25	0	0	0	0	2	2	2
MIDDLEBURG HEIGHTS - 03-C	1	225	260	0	50	25	0	5	5	0	2	2	2
MIDDLEBURG HEIGHTS - 04-A	1	325	365	0	50	25	0	0	0	0	2	2	2
MIDDLEBURG HEIGHTS - 04-B	1	325	300	0	50	25	0	0	0	0	2	2	2
MORELAND HILLS -00-A	1	610	195	0	50	25	0	0	0	0	2	2	2
MORELAND HILLS -00-B	1	570	200	0	50	25	0	0	0	0	2	2	2
MORELAND HILLS -00-C	1	270	130	0	50	25	0	0	0	0	2	2	2
NEWBURGH HEIGHTS -00-A	1	375	115	0	50	25	0	0	0	0	2	2	2
NORTH OLMSTED -01-A	1	425	335	205	50	25	25	0	0	0	2	2	2
NORTH OLMSTED -01-B	1	300	195	145	50	25	25	0	0	0	2	2	2
NORTH OLMSTED -01-C	1	375	335	200	50	25	25	5	5	5	2	2	2
NORTH OLMSTED -01-D	1	300	190	185	50	25	25	0	0	0	2	2	2
NORTH OLMSTED -01-E	1	425	345	195	50	25	25	0	0	0	2	2	2
NORTH OLMSTED -02-A	1	375	315	205	50	25	25	0	0	0	2	2	2
NORTH OLMSTED -02-B	1	325	225	170	50	25	25	5	5	5	2	2	2
NORTH OLMSTED -02-C	1	275	180	180	50	25	25	0	0	0	2	2	2
NORTH OLMSTED -02-D	1	375	260	185	50	25	25	0	0	0	2	2	2
NORTH OLMSTED -02-E	1	275	180	185	50	25	25	5	5	5	2	2	2
NORTH OLMSTED -03-A	1	325	220	145	50	25	25	0	0	0	2	2	2
NORTH OLMSTED -03-B	1	125	80	0	50	25	0	0	0	0	2	2	2
NORTH OLMSTED -03-C	1	400	340	190	50	25	25	0	0	0	2	2	2
NORTH OLMSTED -03-D	1	300	265	190	50	25	25	0	0	0	2	2	2
NORTH OLMSTED -03-E	1	300	345	230	50	25	25	0	0	0	2	2	2
NORTH OLMSTED -03-F	1	375	235	190	50	25	25	0	0	0	2	2	2
NORTH OLMSTED -04-A	1	350	200	165	50	25	25	0	0	0	2	2	2
NORTH OLMSTED -04-B	1	225	135	165	50	25	25	0	0	0	2	2	2
NORTH OLMSTED -04-C	1	325	180	220	50	25	25	0	0	0	2	2	2
NORTH OLMSTED -04-D	1	250	270	170	50	25	25	0	0	0	2	2	2
NORTH OLMSTED -04-E	1	300	155	205	50	25	25	0	0	0	2	2	2
NORTH RANDALL -00-A	1	375	30	0	50	25	0	5	5	0	2	2	2
NORTH ROYALTON -01-A	1	275	315	180	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -01-B	1	275	370	160	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -01-C	1	275	415	170	50	25	25	5	5	5	2	2	2

NORTH ROYALTON -02-A	1	225	330	180	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -02-B	1	200	410	185	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -02-C	1	225	345	155	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -02-D	1	75	95	45	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -03-A	1	200	340	155	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -03-B	1	325	315	230	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -03-C	1	250	295	165	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -03-D	1	150	100	120	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -04-A	1	275	375	180	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -04-B	1	325	200	300	50	25	25	5	5	5	2	2	2
NORTH ROYALTON -04-C	1	200	300	160	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -05-A	1	150	185	165	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -05-B	1	225	245	165	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -05-C	1	200	155	210	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -05-D	1	275	295	195	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -06-A	1	250	245	140	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -06-B	1	250	295	220	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -06-C	1	275	370	130	50	25	25	0	0	0	2	2	2
NORTH ROYALTON -06-D	1	250	360	245	50	25	25	0	0	0	2	2	2
OAKWOOD -01-A	1	480	45	0	50	25	0	0	0	0	2	2	2
OAKWOOD -02-A	1	685	25	0	50	25	0	0	0	0	2	2	2
OAKWOOD -03-A	1	315	25	0	50	25	0	5	5	0	2	2	2
OAKWOOD -04-A	1	165	90	0	50	25	0	0	0	0	2	2	2
OAKWOOD -05-A	1	230	30	0	50	25	0	0	0	0	2	2	2
OLMSTED FALLS -01-A	1	175	95	0	50	25	0	0	0	0	2	2	2
OLMSTED FALLS -01-B	1	250	210	0	50	25	0	5	5	0	2	2	2
OLMSTED FALLS -02-A	1	250	210	0	50	25	0	0	0	0	2	2	2
OLMSTED FALLS -02-B	1	325	280	0	50	25	0	0	0	0	2	2	2
OLMSTED FALLS -03-A	1	475	415	0	50	25	0	0	0	0	2	2	2
OLMSTED FALLS -03-B	1	175	95	0	50	25	0	0	0	0	2	2	2
OLMSTED FALLS -04-A	1	250	170	0	50	25	0	0	0	0	2	2	2
OLMSTED FALLS -04-B	1	300	240	0	50	25	0	3	3	0	2	2	2
OLMSTED TOWNSHIP -00-A	1	375	395	0	50	25	0	0	0	0	2	2	2
OLMSTED TOWNSHIP -00-B	1	350	340	0	50	25	0	15	15	0	2	2	2
OLMSTED TOWNSHIP -00-C	1	325	295	0	50	25	0	0	0	0	2	2	2
OLMSTED TOWNSHIP -00-D	1	275	235	0	50	25	0	0	0	0	2	2	2
OLMSTED TOWNSHIP -00-E	1	350	370	0	50	25	0	0	0	0	2	2	2
OLMSTED TOWNSHIP -00-F	1	300	290	0	50	25	0	0	0	0	2	2	2
OLMSTED TOWNSHIP -00-G	1	525	520	0	50	25	0	0	0	0	2	2	2
OLMSTED TOWNSHIP -00-H	1	225	170	0	50	25	0	0	0	0	2	2	2

OLMSTED TOWNSHIP -00-I	1	250	135	0	50	25	0	0	0	0	2	2	2
ORANGE -00-A	1	640	70	0	50	25	0	0	0	0	2	2	2
ORANGE -00-B	1	630	75	0	50	25	0	0	0	0	2	2	2
ORANGE -00-C	1	805	125	0	50	25	0	0	0	0	2	2	2
PARMA -01-A	1	175	115	0	50	25	0	0	0	0	2	2	2
PARMA -01-B	1	250	165	0	50	25	0	0	0	0	2	2	2
PARMA -01-C	1	275	150	0	50	25	0	0	0	0	2	2	2
PARMA -01-D	1	325	285	0	50	25	0	0	0	0	2	2	2
PARMA -01-E	1	250	175	0	50	25	0	0	0	0	2	2	2
PARMA -01-F	1	200	100	0	50	25	0	0	0	0	2	2	2
PARMA -02-A	1	275	140	0	50	25	0	0	0	0	2	2	2
PARMA -02-B	1	300	210	0	50	25	0	0	0	0	2	2	2
PARMA -02-C	1	325	145	0	50	25	0	0	0	0	2	2	2
PARMA -02-D	1	300	155	0	50	25	0	0	0	0	2	2	2
PARMA -02-E	1	350	225	0	50	25	0	0	0	0	2	2	2
PARMA -03-A	1	300	205	0	50	25	0	0	0	0	2	2	2
PARMA -03-B	1	175	140	0	50	25	0	0	0	0	2	2	2
PARMA -03-C	1	200	130	0	50	25	0	0	0	0	2	2	2
PARMA -03-D	1	275	220	0	50	25	0	0	0	0	2	2	2
PARMA -03-E	1	250	150	0	50	25	0	0	0	0	2	2	2
PARMA -03-F	1	225	120	0	50	25	0	0	0	0	2	2	2
PARMA -04-A	1	225	140	0	50	25	0	10	10	0	2	2	2
PARMA -04-B	1	300	190	0	50	25	0	0	0	0	2	2	2
PARMA -04-C	1	325	155	0	50	25	0	5	5	0	2	2	2
PARMA -04-D	1	275	160	0	50	25	0	0	0	0	2	2	2
PARMA -04-E	1	300	170	0	50	25	0	0	0	0	2	2	2
PARMA -05-A	1	350	315	0	50	25	0	0	0	0	2	2	2
PARMA -05-B	1	300	265	0	50	25	0	5	5	0	2	2	2
PARMA -05-C	1	375	335	0	50	25	0	0	0	0	2	2	2
PARMA -05-D	1	300	300	0	50	25	0	5	5	0	2	2	2
PARMA -05-E	1	325	350	0	50	25	0	0	0	0	2	2	2
PARMA -05-F	1	275	210	0	50	25	0	0	0	0	2	2	2
PARMA -06-A	1	350	265	0	50	25	0	5	5	0	2	2	2
PARMA -06-B	1	300	265	0	50	25	0	0	0	0	2	2	2
PARMA -06-C	1	300	285	0	50	25	0	0	0	0	2	2	2
PARMA -06-D	1	225	185	0	50	25	0	0	0	0	2	2	2
PARMA -06-E	1	275	270	0	50	25	0	0	0	0	2	2	2
PARMA -06-F	1	300	280	0	50	25	0	0	0	0	2	2	2
PARMA -07-A	1	325	365	0	50	25	0	0	0	0	2	2	2
PARMA -07-B	1	325	310	0	50	25	0	5	5	0	2	2	2
PARMA -07-C	1	225	265	0	50	25	0	0	0	0	2	2	2
PARMA -07-D	1	275	330	0	50	25	0	0	0	0	2	2	2

PARMA -07-E	1	300	315	0	50	25	0	0	0	0	2	2	2
PARMA -07-F	1	175	135	0	50	25	0	0	0	0	2	2	2
PARMA -08-A	1	300	200	0	50	25	0	0	0	0	2	2	2
PARMA -08-B	1	300	190	0	50	25	0	0	0	0	2	2	2
PARMA -08-C	1	350	195	0	50	25	0	0	0	0	2	2	2
PARMA -08-D	1	300	205	0	50	25	0	0	0	0	2	2	2
PARMA -08-E	1	275	170	0	50	25	0	0	0	0	2	2	2
PARMA -09-A	1	100	60	0	50	25	0	0	0	0	2	2	2
PARMA -09-B	1	325	175	0	50	25	0	0	0	0	2	2	2
PARMA -09-C	1	250	165	0	50	25	0	0	0	0	2	2	2
PARMA -09-D	1	300	175	0	50	25	0	0	0	0	2	2	2
PARMA -09-E	1	350	260	0	50	25	0	0	0	0	2	2	2
PARMA -09-F	1	375	200	0	50	25	0	0	0	0	2	2	2
PARMA HEIGHTS -01-A	1	275	125	0	50	25	0	0	0	0	2	2	2
PARMA HEIGHTS -01-B	1	325	235	0	50	25	0	0	0	0	2	2	2
PARMA HEIGHTS -01-C	1	300	240	0	50	25	0	0	0	0	2	2	2
PARMA HEIGHTS -02-A	1	325	255	0	50	25	0	0	0	0	2	2	2
PARMA HEIGHTS -02-B	1	300	325	0	50	25	0	0	0	0	2	2	2
PARMA HEIGHTS -02-C	1	325	150	0	50	25	0	0	0	0	2	2	2
PARMA HEIGHTS -03-A	1	275	215	0	50	25	0	0	0	0	2	2	2
PARMA HEIGHTS -03-B	1	325	265	0	50	25	0	0	0	0	2	2	2
PARMA HEIGHTS -03-C	1	200	120	0	50	25	0	0	0	0	2	2	2
PARMA HEIGHTS -04-A	1	325	245	0	50	25	0	0	0	0	2	2	2
PARMA HEIGHTS -04-B	1	250	145	0	50	25	0	0	0	0	2	2	2
PARMA HEIGHTS -04-C	1	300	220	0	50	25	0	5	5	0	2	2	2
PEPPER PIKE -00-A	1	770	130	0	50	25	0	0	0	0	2	2	2
PEPPER PIKE -00-B	1	660	205	0	50	25	0	0	0	0	2	2	2
PEPPER PIKE -00-C	1	760	150	0	50	25	0	0	0	0	2	2	2
PEPPER PIKE -00-D	1	705	190	0	50	25	0	0	0	0	2	2	2
PEPPER PIKE -00-E	1	685	185	0	50	25	0	0	0	0	2	2	2
RICHMOND HEIGHTS -01-A	1	590	170	0	50	25	0	0	0	0	2	2	2
RICHMOND HEIGHTS -01-B	1	120	25	0	50	25	0	0	0	0	2	2	2
RICHMOND HEIGHTS -02-A	1	465	80	0	50	25	0	5	5	0	2	2	2
RICHMOND HEIGHTS -02-B	1	650	105	0	50	25	0	0	0	0	2	2	2
RICHMOND HEIGHTS -03-A	1	600	100	0	50	25	0	5	5	0	2	2	2
RICHMOND HEIGHTS -03-B	1	595	70	0	50	25	0	0	0	0	2	2	2
RICHMOND HEIGHTS -03-C	1	330	55	0	50	25	0	0	0	0	2	2	2
RICHMOND HEIGHTS -04-A	1	960	115	0	50	25	0	0	0	0	2	2	2
RICHMOND HEIGHTS -04-B	1	680	90	0	50	25	0	0	0	0	2	2	2
ROCKY RIVER -01-A	1	325	225	0	50	25	0	0	0	0	2	2	2
ROCKY RIVER -01-B	1	325	280	0	50	25	0	0	0	0	2	2	2
ROCKY RIVER -01-C	1	300	275	0	50	25	0	5	5	0	2	2	2

ROCKY RIVER -01-D	1	375	240	0	50	25	0	0	0	0	2	2	2
ROCKY RIVER -02-A	1	325	235	0	50	25	0	5	5	0	2	2	2
ROCKY RIVER -02-B	1	400	310	0	50	25	0	0	0	0	2	2	2
ROCKY RIVER -02-C	1	350	245	0	50	25	0	0	0	0	2	2	2
ROCKY RIVER -02-D	1	425	240	0	50	25	0	0	0	0	2	2	2
ROCKY RIVER -03-A	1	400	220	0	50	25	0	0	0	0	2	2	2
ROCKY RIVER -03-B	1	350	205	0	50	25	0	0	0	0	2	2	2
ROCKY RIVER -03-C	1	400	265	0	50	25	0	0	0	0	2	2	2
ROCKY RIVER -03-D	1	375	185	0	50	25	0	0	0	0	2	2	2
ROCKY RIVER -04-A	1	300	115	0	50	25	0	0	0	0	2	2	2
ROCKY RIVER -04-B	1	375	180	0	50	25	0	0	0	0	2	2	2
ROCKY RIVER -04-C	1	350	180	0	50	25	0	0	0	0	2	2	2
ROCKY RIVER -04-D	1	475	260	0	50	25	0	0	0	0	2	2	2
SEVEN HILLS -01-A	1	325	365	0	50	25	0	5	5	0	2	2	2
SEVEN HILLS -01-B	1	450	330	0	50	25	0	0	0	0	2	2	2
SEVEN HILLS -02-A	1	400	340	0	50	25	0	0	0	0	2	2	2
SEVEN HILLS -02-B	1	425	395	0	50	25	0	0	0	0	2	2	2
SEVEN HILLS -03-A	1	375	440	0	50	25	0	0	0	0	2	2	2
SEVEN HILLS -03-B	1	375	345	0	50	25	0	0	0	0	2	2	2
SEVEN HILLS -04-A	1	350	445	0	50	25	0	0	0	0	2	2	2
SEVEN HILLS -04-B	1	400	285	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-A	1	670	45	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-B	1	920	100	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-C	1	935	60	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-D	1	870	40	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-E	1	880	65	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-F	1	510	25	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-G	1	660	25	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-H	1	815	25	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-I	1	1000	85	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-J	1	1060	80	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-K	1	735	55	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-L	1	860	30	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-M	1	1045	70	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-N	1	760	50	120	50	25	25	10	10	10	2	2	2
SHAKER HEIGHTS -00-O	1	1050	80	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-P	1	655	150	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-Q	1	1100	80	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-R	1	990	40	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-S	1	945	100	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-T	1	940	155	0	50	25	0	0	0	0	2	2	2
SHAKER HEIGHTS -00-U	1	800	155	0	50	25	0	0	0	0	2	2	2

SOLON -01-A	1	575	265	160	50	25	25	0	0	0	2	2	2
SOLON -01-B	1	400	245	230	50	25	25	0	0	0	2	2	2
SOLON -02-A	1	375	200	150	50	25	25	0	0	0	2	2	2
SOLON -02-B	1	375	130	195	50	25	25	0	0	0	2	2	2
SOLON -03-A	1	500	270	205	50	25	25	0	0	0	2	2	2
SOLON -03-B	1	400	280	235	50	25	25	0	0	0	2	2	2
SOLON -04-A	1	350	165	105	50	25	25	0	0	0	2	2	2
SOLON -04-B	1	350	235	105	50	25	25	0	0	0	2	2	2
SOLON -04-C	1	475	275	170	50	25	25	0	0	0	2	2	2
SOLON -05-A	1	700	250	210	50	25	25	0	0	0	2	2	2
SOLON -05-B	1	550	290	210	50	25	25	5	5	10	2	2	2
SOLON -06-A	1	525	225	215	50	25	25	0	0	0	2	2	2
SOLON -06-B	1	600	265	215	50	25	25	0	0	0	2	2	2
SOLON -07-A	1	400	300	195	50	25	25	0	0	0	2	2	2
SOLON -07-B	1	350	220	195	50	25	25	0	0	0	2	2	2
SOUTH EUCLID -01-A	1	585	50	0	50	25	0	0	0	0	2	2	2
SOUTH EUCLID -01-B	1	630	45	0	50	25	0	0	0	0	2	2	2
SOUTH EUCLID -01-C	1	850	150	0	50	25	0	0	0	0	2	2	2
SOUTH EUCLID -01-D	1	630	80	0	50	25	0	0	0	0	2	2	2
SOUTH EUCLID -02-A	1	610	95	0	50	25	0	0	0	0	2	2	2
SOUTH EUCLID -02-B	1	830	130	0	50	25	0	0	0	0	2	2	2
SOUTH EUCLID -02-C	1	635	120	0	50	25	0	0	0	0	2	2	2
SOUTH EUCLID -02-D	1	585	120	0	50	25	0	0	0	0	2	2	2
SOUTH EUCLID -03-A	1	520	55	0	50	25	0	0	0	0	2	2	2
SOUTH EUCLID -03-B	1	500	30	0	50	25	0	0	0	0	2	2	2
SOUTH EUCLID -03-C	1	500	75	0	50	25	0	0	0	0	2	2	2
SOUTH EUCLID -03-D	1	485	135	0	50	25	0	0	0	0	2	2	2
SOUTH EUCLID -04-A	1	695	55	0	50	25	0	0	0	0	2	2	2
SOUTH EUCLID -04-B	1	450	40	0	50	25	0	0	0	0	2	2	2
SOUTH EUCLID -04-C	1	460	30	0	50	25	0	0	0	0	2	2	2
SOUTH EUCLID -04-D	1	630	95	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -01-A	1	325	400	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -01-B	1	125	75	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -01-C	1	300	300	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -01-D	1	350	450	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -01-E	1	300	250	0	50	25	0	5	5	0	2	2	2
STRONGSVILLE -01-F	1	325	525	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -01-G	1	300	325	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -02-A	1	275	325	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -02-B	1	200	275	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -02-C	1	275	300	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -02-D	1	225	300	0	50	25	0	0	0	0	2	2	2

STRONGSVILLE -02-E	1	150	175	0	50	25	0	5	5	0	2	2	2
STRONGSVILLE -02-F	1	200	275	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -02-G	1	275	300	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -02-H	1	200	275	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -02-I	1	275	325	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -03-A	1	375	425	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -03-B	1	275	425	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -03-C	1	375	450	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -03-D	1	375	525	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -03-E	1	300	400	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -03-F	1	350	400	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -03-G	1	225	225	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -04-A	1	300	350	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -04-B	1	300	450	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -04-C	1	300	375	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -04-D	1	150	250	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -04-E	1	275	275	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -04-F	1	250	300	0	50	25	0	0	0	0	2	2	2
STRONGSVILLE -04-G	1	275	375	0	50	25	0	0	0	0	2	2	2
UNIVERSITY HEIGHTS -00-A	1	640	30	140	50	25	25	0	0	0	2	2	2
UNIVERSITY HEIGHTS -00-B	1	695	40	135	50	25	25	0	0	0	2	2	2
UNIVERSITY HEIGHTS -00-C	1	650	55	130	50	25	25	0	0	0	2	2	2
UNIVERSITY HEIGHTS -00-D	1	860	125	135	50	25	25	0	0	0	2	2	2
UNIVERSITY HEIGHTS -00-E	1	630	80	120	50	25	25	0	0	0	2	2	2
UNIVERSITY HEIGHTS -00-F	1	520	80	135	50	25	25	0	0	0	2	2	2
UNIVERSITY HEIGHTS -00-G	1	680	185	145	50	25	25	0	0	0	2	2	2
UNIVERSITY HEIGHTS -00-H	1	970	115	130	50	25	25	0	0	0	2	2	2
UNIVERSITY HEIGHTS -00-I	1	760	105	105	50	25	25	0	0	0	2	2	2
VALLEY VIEW -00-A	1	175	165	0	50	25	0	0	0	0	2	2	2
VALLEY VIEW -00-B	1	200	255	0	50	25	0	0	0	0	2	2	2
WALTON HILLS -00-A	1	250	245	0	50	25	0	0	0	0	2	2	2
WALTON HILLS -00-B	1	225	305	0	50	25	0	5	5	0	2	2	2
WARRENSVILLE HTS -01-A	1	540	25	0	50	25	0	0	0	0	2	2	2
WARRENSVILLE HTS -01-B	1	480	25	0	50	25	0	0	0	0	2	2	2
WARRENSVILLE HTS -02-A	1	465	25	0	50	25	0	0	0	0	2	2	2
WARRENSVILLE HTS -02-B	1	315	25	0	50	25	0	0	0	0	2	2	2
WARRENSVILLE HTS -03-A	1	955	25	0	50	25	0	0	0	0	2	2	2
WARRENSVILLE HTS -04-A	1	195	25	0	50	25	0	0	0	0	2	2	2
WARRENSVILLE HTS -04-B	1	395	25	0	50	25	0	0	0	0	2	2	2
WARRENSVILLE HTS -05-A	1	740	25	0	50	25	0	0	0	0	2	2	2

WARRENSVILLE HTS -05-B	1	400	25	0	50	25	0	0	0	0	2	2	2
WARRENSVILLE HTS -06-A	1	790	25	0	50	25	0	0	0	0	2	2	2
WARRENSVILLE HTS -07-A	1	240	25	0	50	25	0	0	0	0	2	2	2
WARRENSVILLE HTS -07-B	1	230	25	0	50	25	0	0	0	0	2	2	2
WESTLAKE -01-A	1	400	395	0	50	25	0	0	0	0	2	2	2
WESTLAKE -01-B	1	225	175	0	50	25	0	0	0	0	2	2	2
WESTLAKE -01-C	1	450	355	0	50	25	0	0	0	0	2	2	2
WESTLAKE -01-D	1	300	235	0	50	25	0	0	0	0	2	2	2
WESTLAKE -02-A	1	250	190	0	50	25	0	0	0	0	2	2	2
WESTLAKE -02-B	1	375	315	0	50	25	0	0	0	0	2	2	2
WESTLAKE -02-C	1	325	250	0	50	25	0	5	5	0	2	2	2
WESTLAKE -02-D	1	250	235	0	50	25	0	0	0	0	2	2	2
WESTLAKE -03-A	1	225	220	0	50	25	0	0	0	0	2	2	2
WESTLAKE -03-B	1	375	190	0	50	25	0	0	0	0	2	2	2
WESTLAKE -03-C	1	175	135	0	50	25	0	5	5	0	2	2	2
WESTLAKE -03-D	1	200	90	0	50	25	0	0	0	0	2	2	2
WESTLAKE -04-A	1	225	205	0	50	25	0	0	0	0	2	2	2
WESTLAKE -04-B	1	300	235	0	50	25	0	10	10	0	2	2	2
WESTLAKE -04-C	1	350	275	0	50	25	0	0	0	0	2	2	2
WESTLAKE -04-D	1	400	330	0	50	25	0	0	0	0	2	2	2
WESTLAKE -05-A	1	175	225	0	50	25	0	0	0	0	2	2	2
WESTLAKE -05-B	1	250	200	0	50	25	0	0	0	0	2	2	2
WESTLAKE -05-C	1	325	265	0	50	25	0	5	5	0	2	2	2
WESTLAKE -05-D	1	325	245	0	50	25	0	5	5	0	2	2	2
WESTLAKE -06-A	1	225	245	0	50	25	0	0	0	0	2	2	2
WESTLAKE -06-B	1	350	350	0	50	25	0	5	5	0	2	2	2
WESTLAKE -06-C	1	275	300	0	50	25	0	0	0	0	2	2	2
WESTLAKE -06-D	1	375	330	0	50	25	0	0	0	0	2	2	2
WOODMERE -00-A	1	330	25	0	50	25	0	0	0	0	2	2	2
		360370	119965	20450	48800	24400	3750	537	537	95	1952	1952	1952

Supplemental Ballot Order:

Precinct Name	Portion	Election Day		
		DEM	REP	NON
BEACHWOOD -00-D	1	275	30	0
BEACHWOOD -00-F	1	295	40	0
BEACHWOOD -00-H	1	325	35	0
BRATENAHL -00-A	1	230	70	0
CLEVELAND HEIGHTS -01-E	1	270	20	0
CLEVELAND HEIGHTS -02-B	1	280	30	0
CLEVELAND HEIGHTS -02-C	1	270	25	0
CLEVELAND HEIGHTS -02-E	1	265	35	0
CLEVELAND HEIGHTS -04-I	1	295	20	0
PEPPER PIKE -00-C	1	255	50	0
SHAKER HEIGHTS -00-C	1	315	25	0
SHAKER HEIGHTS -00-D	1	290	15	0
SHAKER HEIGHTS -00-U	1	275	55	0
		3640	450	0

Agenda Item #5

Candidate Withdrawal Acknowledgments

**Votes cast are not counted nor posted.
Notices posted in voting booths and included in VBM packets.**

<u>Office</u>	<u>Name</u>	<u>Party</u>
Representative to Congress – District 7	Bob Gibbs	Republican
County Central Committee, Bedford-06-A	Donald A. Saunders	Democratic

VOTE CUYAHOGA COUNTY
BOARD OF ELECTIONS

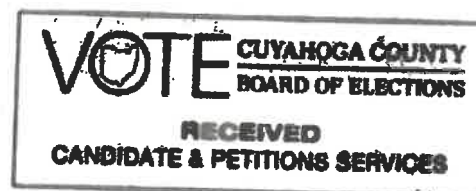
Date: 4/18/2022
BOB GREGG withdrew my candidacy for

Check one:
☒ May 3, 2022 Primary Election
☐ November 8, 2022 General Election
☐ Other: _____

Party (if applicable): Republican
 Office: U.S. House of Representatives
 Is candidate of applicable? _____

Sign State: PA 120
 Printed Name: Bob Gregg
 Street Address: 13471 Township Rd. 477
 City / Zip Code: Lancaster, OH 44644
 Phone: 704-767-1214
 Email: gregg.bob@gmail.com

**Candidate WITHDREW
 After Deadline
 4/18/22
 Name Remains on Ballot
 Notice Posted**



Withdraw from central race

Don Saunders <donald-saunders@att.net>

Wed 4/13/2022 2:01 PM

To: Brent Lawler <blawler@cuyahogacounty.gov>

I wish to withdraw my candidacy for Member of the Cuyahoga County Democratic Central Committee for Bedford 6-A. I had a stroke in mid February will be unable to serve.

Sincerely, Donald A. Saunders

Candidate **WITHDREW**

After Deadline

4/13/22

Name Remains on Ballot

Notice Posted

22 APR 13 PM 2:33

Agenda Item #6

Resignations of Elected Office

1. Trevor Elkins, Village of Newburgh Heights, Mayor¹
2. Gigi Traore, Village of Newburgh Heights, Council at Large²

Appointment to Elected Office


1. Gigi Traore, Village of Newburgh Heights, Mayor

¹ Term ends 12-31-2023; no special election required.

²*Ibid.*

April 18, 2022

I resign the office of Mayor of Newburgh Heights.



Trevor K. Elkins



4/22/2022 10:00 AM

Brent Lawler

From: Mayor Gigi Traore <gtraore@newburgh-oh.gov>
Sent: Tuesday, April 19, 2022 4:07 PM
To: Cathleen Nagorski
Subject: Re: Board of Elections update

Effective Monday, 18 April 2022, I officially resign from the seat of Council President Pro Tempore and Councilwoman At-Large to assume the position of Mayor for the Village of Newburgh Heights due to the recent vacancy.

Yours in Service,

Mayor Gigi Traore (She/Her)
3801 Harvard Avenue
Newburgh Heights, OH 44105
TEL: (216) 641.4650 MOB: (216) 282.3969
WEB: <https://newburgh-oh.gov/>

From: Cathleen Nagorski <cnagorski@newburgh-oh.gov>
Sent: Tuesday, April 19, 2022 14:17
To: Mayor Gigi Traore <gtraore@newburgh-oh.gov>
Subject: Board of Elections update

Mayor,

I have been corresponding with the Cuyahoga County BOE regarding your change of position.

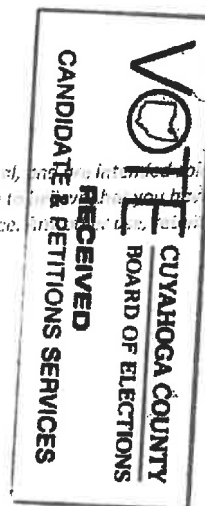
They are requesting that you provide a formal resignation from your role on council, and a copy of your oath of office as mayor when we have that prepared.

Please forward to me at your earliest convenience and I'll be sure to add both to your personnel file and update the BOE.

Thank you,

Cathleen Nagorski
Fiscal Officer/Clerk of Council
Village of Newburgh Heights, Ohio

This e-mail and any files transmitted with it are the property of the Village of Newburgh Heights, and are confidential, and are intended solely for the use of the individual or entity to whom this e-mail is addressed. If you are not one of the named recipient(s) or otherwise have reason to believe you have received this message in error, please notify the sender and delete this message accordingly from your desktop or mobile electronic device. Further review, reproduction, dissemination, forwarding, printing or copying of this e-mail and/or attached file(s) is strictly prohibited.



22 APR 22 09:50:21

VILLAGE OF NEWBURGH HEIGHTS
COUNTY OF CUYAHOGA
STATE OF OHIO

I, GIGI TRAORE, do hereby solemnly ^{affirm}~~swear~~ that I shall support the Constitution and laws of the United States, the Constitution and laws of the State of Ohio, and the laws and ordinances of the Village of Newburgh Heights, and that I will faithfully, honestly and impartially discharge the duties of Mayor of the Village of Newburgh Heights, Ohio, for the unexpired term ending December 31, 2023, to which I have been appointed pursuant to Ohio Revised Code Section 733.25.


Gigi Traore

Witnesseth:

LUKE F. McCONVILLE, Attorney at Law
Notary Public, State of Ohio
My Commission has no Expiration Date
~~Section 147.03 R.C.~~

Notary Public

Clerk of Council


Cathleen Nagorski


Member of Council



72 APR 23 AM 12:20

Agenda Item

#7

Jeff Hastings
Chairman

Inajo Davis Chappell
Member

Lisa M. Stickan
Member

David J. Wondolowski
Member


Anthony W. Perlatti
Director

Anthony N. Kaloger
Deputy Director

Memorandum

To: Board Members

CC: Anthony W. Perlatti, Director
Anthony N. Kaloger, Deputy Director

From: Kendra Zusy, Fiscal Services Manager 

Date: April 29, 2022

Re: First Renewal Recommendation for Tenex Software Solutions to provide Live Results Election Night Reporting (ENR) - \$24,000.00 annually

Background

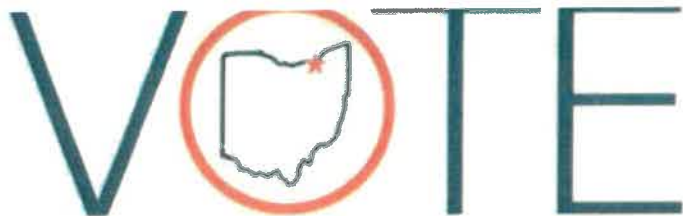
The current contract, between the Cuyahoga County Board of Elections and Tenex Software Solutions, to provide and maintain a software solution to provide Live Results Election Night Reporting carried an "Initial Term" of June 1, 2021 through May 31, 2022. Pursuant to subdivision (B) of Article I, the contract can be renewed... "for up to two annual renewal periods. Each renewal shall be considered a Renewal Period and shall be agreed to no later than 30 days after the expiration of the Initial Term or subsequent Renewal Period.

Tenex Software Solutions has provided these services to Cuyahoga County Board of Elections since 2018.

Recommendation

At this time, it is recommended that the Board approve the first renewal for the Renewal Period of **June 1, 2022 through May 31, 2023** in the amount of **\$24,000.00** to provide ENR services for any and all elections occurring between this period.

The 2022 budget included \$24,000.00 for this purpose.



CUYAHOGA COUNTY BOARD OF ELECTIONS

Jeff Hastings
Chairman

Inajo Davis Chappell
Member

Lisa M. Stickan
Member

David J. Wondolowski
Member

Anthony W. Perlatti
Director

Anthony N. Kaloger
Deputy Director

April 6, 2022

Tenex Software Solutions, Inc.
Ravi Kallem, President
5402 W. Laurel Street, Suite 217
Tampa, FL 33607

RE: Exercising First Option to Renew Live Results Election Night Reporting thru May 31, 2023–CM1709

Dear Mr. Kallem,

The current contract between Cuyahoga County Board of Elections (“Board”) and Tenex Software Solutions (“Vendor”) for Live Election Night Results and Reporting for all Elections in Cuyahoga County, based on Bid #2021.06.09 (“Contract”) carried an “Initial Term” due to expire May 31, 2022. Pursuant to subdivision (B) of Article I, the Contract may be renewed for up to two annual renewal periods by mutual agreement between the Board of Elections and the Vendor.

This letter serves to memorialize that the Board and the Vendor mutually agree to renew the Contract for the period beginning **June 1, 2022 through May 31, 2023** (“Renewal Period”, option 1 of 2) covering Live Election Night Results and Reporting for any elections occurring during the renewed term, including both the November 8, 2022 General Election and the May 2, 2023 Primary Election. Accordingly, the Contract is extended for the first Renewal Period pursuant to the same terms and conditions as those set forth in the Contract.

Please signify Tenex Software Solutions’ agreement to execute the option to renew by signing in the place provided below and returning the signed notice to my attention at the Board of Elections. Also, Tenex Software Solutions must continue to maintain the insurance policies and limits required under the Contract and that the Board of Elections is included as an additional insured under the same.

Please do not hesitate to give me a call with any questions or concerns.

Sincerely,

Anthony W. Perlatti, Director
Cuyahoga County Board of Elections



CUYAHOGA COUNTY BOARD OF ELECTIONS

Jeff Hastings
Chairman

Inajo Davis Chappell
Member

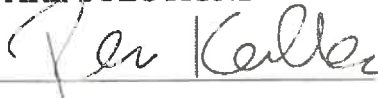
Lisa M. Stickan
Member

David J. Wondolowski
Member

Anthony W. Perlatti
Director

Anthony N. Kaloger
Deputy Director

ACKNOWLEDGED AND AGREED:
TENEX SOFTWARE SOLUTIONS

By: 

Printed: Ravi Kallem

Title: President

SOLE SOURCE CONTRACT
by and between the
CUYAHOGA COUNTY BOARD OF ELECTIONS
and
TENEX SOFTWARE SOLUTIONS
(Live Results Election Night Reporting)

THIS CONTRACT (the "Contract") is made and entered into on March 30th, 2021, by and between the Cuyahoga County Board of Elections (the "BOARD") in Cleveland, Ohio, a body politic and a political subdivision of the State of Ohio organized and existing under Title 35 of the Ohio Revised Code (ORC), and Tenex Software Solutions, ("CONTRACTOR") having principal place of business at 5021 W. Laurel Street, Tampa, FL 33607. The Board and Contractor may hereafter be referred to singularly as a "Party", or jointly as "Parties".

WHEREAS, the Board requires a contractor to provide and maintain a software solution to provide Live Results Election Night Reporting ("ENR") software application/license with the features the Board requires for the purpose of conducting elections; and

WHEREAS, the Board finds the Contractor is the only provider of the ENR, and is the only election night reporting option that meets the Board's requirements (Exhibit A) to furnish the supplies necessary to deliver and maintain the support for the ENR in accordance with the terms, conditions and provisions contained in this Contract; and

WHEREAS, the Contractor is the sole-source provider in conjunction with ORC 307.86, sole-source purchase; software application/license for the purpose of providing election night reporting since 2018; attached and incorporated as Exhibit C.

NOW, THEREFORE, in consideration of mutual promises contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Contractor and the Board agree as follows:

I. Term; Amount.

- A. Term.** This Contract shall be effective from June 1, 2021 through May 31, 2022 (the "Initial Term").
- B. Renewal Options.** Upon expiration of the Initial Term, the contract may be renewed, by mutual agreement between the Board and the Contractor, for up to two annual renewal periods. Each renewal shall be considered a "Renewal Period" and shall be agreed to no later than 30 days after the expiration of the Initial Term or subsequent Renewal Period.
- C. Amount.** The total amount paid by the Board to the Contractor pursuant to this Contract shall not exceed \$24,000.00 per year.

II. **Scope of Services**

- A. Generally.** By executing this Contract, the Board accepts and the Contractor agrees to be bound by the Board's Specifications, incorporated herein as Exhibit A, and subject to any changes or modifications that may be made by this Contract.
- B. Specific Services.** The Contractor is retained to supplement the regularly employed staff of the Board to furnish the supplies necessary for providing, installing, configuring and maintaining software application/license to provide Live Results Election Night Reporting for use in all elections conducted by the Board. The Contractor shall render the specific services identified and described in Exhibit A.
- C. SaaS License includes:**
- ENR front facing public website displaying election results in an easy-to-read and graphical format
 - ENR backend website for uploading results and configuring the frontend page
 - Web-based cloud hosting
 - Server capacity management
 - Security infrastructure maintenance and upgrades
 - Remote technical support during business hours
- D. License.** Throughout the Initial Term and any Renewal Period(s), the Contractor hereby grants to the Board, for the purposes set forth in this Contract, an irrevocable, non-exclusive, royalty free, non-transferrable, fully paid up right and license to use, reproduce (for back-up or transition purposes), modify, adapt and disclose, and sublicense others to use, reproduce (for back-up and transition purposes), modify, and adapt on the Boards' behalf, the software and documentation necessary to operate the ENR that allows an unlimited number of end users to use the ENR. The License shall include all updates, enhancements, modifications, upgrades, revisions, replacements, upgrades made to or in the place of software or any related documentation including, but not limited to, those that corrects errors, correct safety hazards, to support the ENR software/license, and all error corrections, patches and bug fixes and any other derivative works created by Contractor during the Term. The Contractor shall provide all revisions, updates, modifications or upgrades as part of its Warranty and Maintenance services and any other routine system updates, modifications or maintenance work made to the software that is required to correct errors, patches or bug fixes or to operate and maintain the ENR without any additional compensation.
- E. Performance Warranty.** In addition to the warranties described in Exhibit A, the Contractor and its staff shall provide the services contemplated under the Contract in a manner consistent with the same degree of care, skill and diligence as is ordinarily possessed and exercised by members of the profession, currently performing under similar circumstances. The Contractor shall be responsible for the quality services rendered under the Contract and shall promptly make necessary corrections resulting from its negligence, errors, or omissions without any additional compensation. The Contractor's duty of care shall extend to the Board, and the Contractor shall be and remain liable to the Board in accordance with applicable law for all damages to the Board caused by the Contractor's negligent acts, performance, errors or omissions. If no such standards

exist, then the Contractor shall perform its services in a workerlike manner with a reasonable degree of care, skill and diligence and as described in this Contract.

- F. Service Level Agreement.** Contractor shall provide Services that ensure access for all of the County's enrolled users in the event of failure at any one of the hosted locations, with effective contingency planning (including back-up and disaster recovery capabilities) and 24x7 trouble shooting service for inquiries, outages, issue resolutions, etc. All such Services shall be dependable and provide response rates that are as good as or better than industry standards. Services shall meet the target levels of the Service Level Agreements ("SLAs") provided herein and be supported with sufficient connectivity and computing resources to handle daily use and reasonably anticipated peak demand, and shall ensure that sufficient bandwidth and computing resources are dedicated to the Services to meet peak demand times without material degradation in performance. Peak demand times typically begin 90-days prior to election day and continue till 30-days post-election day. Contractor further warrants that the Services will be available and in accordance with this Contract at all times throughout the Term. The level of unavailability shall not exceed one half of one percent (0.05%) per month. In the event of a breach of the foregoing warranty shall apply service level credits based on the actual availability measure for the applicable month as follows:

<u>Availability</u>	<u>Service Level Credit</u>
99.95% or greater	No Service Level Credit
99.949% - 99.500%	10% of the monthly prorated fee
99.499% - 99.000%	25% of the monthly prorated fee
Below 99.000%	50% of the monthly prorated fee

Service level credits for fees paid on an annual or monthly basis shall be based on a monthly equivalent fee. For example, a 5% service level credit on an annual subscription fee shall be 5% of 1/12 of the annual fee. Service level credits shall be applied to the County's next invoice or, if the County has paid the final invoice under this Contract, service level credits shall be paid to the County within thirty (30) calendar days following the determination that the credit is due. In addition to the foregoing remedies, in the event that Availability is below 99.5% for three (3) consecutive months or is below 70% in anyone (1) month, the County shall have the right, upon notice to, to terminate this Contract and shall promptly refund to the County the unused portion of the fee.

III. Payments.

A. Contract Fee.

The Board shall pay the Contractor \$24,000.00 for the performance required under this Contract, as described in Exhibit B, during the initial year. Thereafter, the Board shall pay the Contractor \$24,000.00 for each agreed upon Renewal Period.

B. Payments.

The Board shall not make payment for the initial year until the ENR software is installed and fully accepted to the satisfaction of the Board. Thereafter, the Board will make payments to the

Contractor for each year pursuant the verified performance and annually thereafter based on verified invoices.

C. Reimbursable Expenses.

No extra charges will be assessed for travel time or incidental expenses except as hereinafter provided. The Board will not reimburse the Contractor for any expenses incurred (such as travel expenses).

D. Invoices.

The Contractor will submit the invoice to the Board containing the contract number in the month following the performance of the services to the Board on or about the 10th day of the month after to Cuyahoga county Board of Elections, Fiscal Department, 2925 Euclid Avenue, Cleveland, Ohio, 44115. Undisputed invoices shall be due and payable by the Board within sixty (60) days from the date of receipt thereof. Invoices shall be accompanied by such supporting documentation as required by the Board. The Board may withhold payment for services that have not been properly performed or completed and shall not be responsible for cost overruns incurred by the Contractor.

E. Taxes.

The Board is a tax-exempt entity and will provide the Contractor a copy of the Board's tax exemption certificate. The Board shall not assume responsibility for the payment of any personal property taxes for any materials not owned by the Board, nor shall the Board pay any insurance premiums for any coverage of any property not owned by the County. No conditions shall alter this statement.

IV. GENERAL TERMS AND CONDITIONS

A. Non-Disclosure. The Contractor agrees that it will not disclose at any time during or after its services under the Contract, either directly or indirectly, any confidential knowledge or information which the Contractor acquires with respect to the Contract or the Board, except as may be required by law, or in a court of competent jurisdiction.

B. Publicity. Any use of or reference to the Contract by the Contractor to promote, solicit, or disseminate information regarding the scope of the Contract is prohibited, unless otherwise agreed to in writing by the Board.

C. Non-Exclusive Rights. Nothing in the Contract with the Contractor shall preclude the Board from acquiring other services similar to the services provided for in the Contract.

D. Audits, Records Retention and Inspection. The Contractor shall maintain all pertinent financial and accounting records, and evidence pertaining to the Contract in accordance with generally accepted accounting principles and other procedures specified by the State of Ohio. Financial and accounting records shall be made available upon request for review and/or audit by the Director, his representative, or the Ohio Auditor of State's office at any time during the Contract period or for two (2) years from the expiration date and final payment on the Contract, whichever is later. The Contractor represents and warrants that it is not subject to an "unresolved" finding for recovery under Ohio Revised Code Section 9.24.

E. Compliance with Law. This Contract is subject to all applicable laws, ordinances, resolutions, regulations, rules, and policies of the County. The Contractor agrees to comply with all applicable

federal, state, and local laws and regulations in its performance under the Contract, including without limitation, the laws relating to the payment of wages, campaign contributions, drug-free workplace, non-discrimination in employment, ADA compliance, workplace safety, unemployment compensation, insurance premiums, workers' compensation premiums, income tax deductions, social security deductions, and any and all tax and payroll deductions required for its employees. If any provision of the Contract conflicts with any law or regulation, then such law or regulation shall prevail. It is understood that neither the Contractor nor its employees are construed as employees of the Board for the purpose of the Public Employees Retirement System ("PERS"), Workers' Compensation, or for any other purpose. The Contractor agrees that in its employment of labor, skilled or unskilled, there shall be no discrimination exercised against any person because of race, color, religion, national origin, sex, gender, ancestry, age, disability, sexual orientation, sexual identity, genetic information, military status, or veteran status, and a violation of this term shall be deemed a material breach of this Contract. It shall be the policy of the Contractor to provide equal opportunity to all persons seeking to contract, or otherwise interested in contracting with, the Contractor.

- F. Certification of Compliance with Ethics and Campaign Contribution Laws.** The Contractor certifies with its signature on the Contract that it is aware of and is in compliance with the Ethics provisions of Ohio Revised Code Sections 102.03 and 102.04, and the provisions of Ohio Revised Code Section 3517.13 as they pertain to Campaign Contribution Limitations under Ohio law. The Contractor agrees to remain in compliance with all County Ethics requirements including, as applicable, Contractor Ethics Registration, Contractor Ethics Training, and Registration of all Lobbyists retained by the Contractor.
- G. Conflict of Interest.** The Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with its performance under this Contract. The Contractor further covenants that no person having any such interest shall be employed in the performance of this Contract. The Contractor acknowledges that this Contract is integral to the Board's ability to administer free and fair elections, which constitutes the essence of the contract. The Contractor will not act or engage in any conduct that gives the appearance of impropriety or exhibits political bias or taints the elections process by reason of any partisanship of any kind, perceived or otherwise. The Contractor agrees i) to conduct its operations so as not to cause disrepute, contempt or scandal on the Board or otherwise interfere, directly or indirectly, with the Board's election administration process, and ii) that the Contractor acknowledgements and agreements are a material inducement for the Board to select the Contractor for contract award.
- H. Assignment and Subcontracting.** The Contractor may not assign, transfer, convey or otherwise transfer or dispose of its rights, title, or interest in, or performance under the Contract to any other person, company, corporation or entity without the prior written approval of the Director of the Board. Any such approved assignment shall not relieve the Contractor from any of its responsibilities under the Contract. All work to be done by subcontractors utilized by the Contractor is subject to preapproval by the Board. All subcontractors or subcontractors selected by the Contractor and approved by the Board must comply with all the terms and conditions contained in the Contract. The Contractor shall not use or subcontract any individual or entity (including any entity that is owned or controlled by any individual) which is the subject of a debarment or suspension hearing or has otherwise been debarred or suspended by the County or any other governmental entity from performing work or services for the Board.

I. Default and Termination.

1. The Contractor shall be in default of the Contract if any of the following occur:
 - a. It makes a general assignment for the benefit of creditors, or files a voluntary petition in bankruptcy or a petition under the federal bankruptcy laws or any other law or statute of the United States or any state or local governmental body, or consents to the appointment of a receiver, trustee or liquidator of all or substantially all of the property;
 - b. It abandons or discontinues its operations for the Board except when such abandonment or discontinuance is due to a *force majeure* event;
 - c. It fails to expeditiously and actively undertake or substantially or timely perform its responsibilities and obligations or fails or refuses to make adequate progress in performing its responsibilities and obligations under this Contract and such failure continues for a period of 10 calendar days after written notice of such failure is given it by the Board, provided that the failure or refusal to perform under this Contract is not is due to a *force majeure* event.
2. Upon the occurrence of any one or more of the events of default set forth in Paragraph 1 of this Section or upon any other default or material breach of this Contract, the Board may, at its option, exercise concurrently or successively any one or more of the following rights and remedies:
 - a. The Director, upon written notice of his intention to do so, may terminate this Contract and have the services then uncompleted performed by another contractor or otherwise;
 - b. To enjoin any breach or threatened breach by the Contractor of any covenants, Contracts, terms, provisions or conditions of the Contract;
 - c. To sue for the performance of any obligation, promise or Contract devolving upon the Contractor for performance or for damages for the non-performance thereof, all without terminating the Contract; and/or
 - d. Without waiving any default, to pay any sum required to be paid by the Contractor to others than the Board and which the Contractor has failed to pay under the terms and conditions of this Contract and any amounts to be paid by the Board, with interest thereon at 8% per annum from the date of such payment and all expenses connected therewith, shall be repaid by the Contractor to the Board on demand.
3. The Director may terminate the Contract at any time for any reason upon 30 days' written notice to the Contractor. Additionally, the Board may, at any time during the term, suspend or abandon, in whole or in part, the work under the Contract. In either case, the Board shall pay the Contractor for services rendered up to that time on account of such work. Such payments shall be made to the Contractor for partial services in proportion to the completion of the services upon termination.

4. All rights and remedies granted to the Board in the Contract and other rights and remedies that the Board may have at law and in equity are declared to be cumulative and not exclusive and the fact that the Board may have exercised any remedy without terminating this Contract shall not impair the Board's rights to later terminate or to exercise any other remedy granted in the Contract or to which it may be otherwise entitled. In no event shall any action or inaction, including any payments to the Contractor, by the Board constitute or be construed to be a waiver by the Board of any breach of covenant or default which may then exist on the part of the Contractor, and the Board's action or inaction when any such breach or default shall exist shall not impair or prejudice any right or remedy available with respect to such breach or default. No assent expressed or implied, to any breach or default shall be deemed or taken to be a waiver of any other breach or default.
- J. **Force Majeure.** The Contractor shall have no liability to the Board if it becomes unable to timely perform the agreed to services due to causes beyond the Contractor's control including fire, explosion, lightning, pest damage, power surges or failures, strikes or labor disputes (except those caused by improper acts or omissions of the Contractor), water, acts of God, the elements, war, civil disturbances, acts of civil or military authorities or the public enemy, terrorist acts, inability to secure raw materials, transportation facilities, fuel or energy shortages, acts or omissions of communications carrier.
- K. **Mediation.** The Board and the Contractor recognize that litigation is an expensive, resource-consuming process for resolving business disputes. Therefore, if a dispute arises between the parties, they will attempt in good faith to settle the dispute expeditiously through mediation within thirty (30) days. The Board and the Contractor shall attempt to mutually agree as to the provider of neutral services, and the parties shall share the costs of such mediation equally. In the event the parties cannot mutually agree to a neutral mediator or the deadline described in this Section is not met, unless an extended time frame is consented to by both parties in writing, either party may commence litigation or any other legal proceeding that is appropriate.
- L. **Insurance.** For any work under the Contract and for the term of the Contract, the Contractor and all subcontractors, shall purchase and maintain at its own expense insurance the specified coverage and promptly furnish to the Board certificates of insurance evidencing that the specified insurance coverages are in effect. The insurance coverage to be purchased and maintained by the Contractor and its subcontractors, as required, shall be primary and non-contributory pertaining to any insurance, self-insurance, or self-funding arrangement maintained by the Board, which shall not contribute thereto. There shall be severability of interests among the insureds under the insurance policies. Cross liability coverage shall be included in the policies. All policies, endorsements or modifications to the insurance purchased and maintained by the Contractor and its subcontractors shall be provided by companies authorized to write insurance in Ohio and carry a minimum A.M. Best's rating of A VII or above shall be subject to the Board's review and final acceptance.
1. **General Commercial Liability Insurance.** On an occurrence coverage basis (including, without limitation, coverage for bodily injury, personal injury and advertising injury, property damage, and broad-form contractual liability arising from or relating to the Contract, independent contractual, products and completed operations) the Contractor shall purchase general commercial liability insurance policy in the amount of \$1,000,000 each occurrence bodily injury & property damage; \$1,000,000 personal & advertising injury; \$2,000,000 general aggregate; \$2,000,000 products/completed operations aggregate.

2. **Business Automobile Liability Insurance.** Policies covering all owned non-owned, hired, and leased vehicles. Such insurance shall provide a limit of not less than \$1,000,000 combined single limit (bodily injury & property damage) each accident; Such insurance shall be written on an occurrence basis on the Insurance Services Office (ISO) form or its equivalent.
3. **Additional Insured.** The Board, officers, representatives, members, agents, and employees shall be included as additional insureds on the Contractor's Commercial General Liability and Automobile Liability policies. The additional insured coverage afforded under the Contractor's policies shall include both ongoing operations (work in progress) and completed operations (completed work), include the Board on a direct pay endorsement as loss payee, afford the Board thirty (30) days prior notice of cancellation or other material changes and a waiver of subrogation wherein the insurer(s) waives all rights of recovery against the County.

M. Indemnification

1. **General.** The Contractor agrees and shall, to the fullest extent permitted by law, indemnify, hold harmless, and, at the option of the Board as decided in its sole discretion, defend or pay for the defense of the Board, Board members, and its officers, agents, representatives, and employees (the "Indemnified Parties") from and against any and all liability, claims, suits, causes of action, liens, demands, losses, damages, (including fines, penalties, incidental and consequential damages), settlements, judgments, costs, and expenses (including reasonable attorneys' fees and any other costs of defense) of every kind, nature, or description arising out of or in connection with, caused by, resulting from, or occurring during the course of the performance of this Contract, whether directly or indirectly, where such liability is
 - a. founded upon or grows out of, directly or indirectly, the acts, errors, omissions, undertakings, representations or warranties of the Contractor's, its officers, employees, agents, independent subcontractors or subcontractors (or subcontractors or independent subcontractors thereof), or any other person or party for which the Contractor is legally liable, and
 - b. is attributable in any manner and to any extent to bodily injury, personal injury, sickness, disease or death of any person, loss of revenue, delay, or the injury to or damage, destruction, or loss of use of property.
2. **Intellectual Property.** The Contractor shall indemnify and shall hold harmless (including reasonable attorney fees) Indemnified Parties against all liability to third parties (other than liability solely the fault of the Indemnified Party) arising from or in connection with claims of violation of United States patents, trademark, trade secrets, proprietary information, copyrights or other intellectual property rights in existence on the Effective Date resulting from the Contractor's or the Board's use of any equipment, software, technology, documentation, and/or data developed in connection with the services and products described in the Contract. If a third-party claim causes the Board's quiet enjoyment or use of any product supplied by the Contractor to be seriously endangered or disrupted, or, should a court order be issued against the Board restricting its use of any product and should the Contractor determine not to further appeal the claim issue, at the BOARD's sole option, the Contractor shall provide at its sole expense, the following:
 - a. Purchase for the Board the rights to continue using the contested product(s); or

- b. Provide substitute products to the Board which are, in the Board's sole opinion, of equal or greater quality, or
 - c. Refund all monies paid to the Contractor for the product(s) subject to the court action. The Contractor shall also pay to the Board all reasonable related losses related to the product(s) and for all reasonable expenses related to the installation and conversion to the new product(s).
- 3. **Conditions.** The indemnity obligations under the Contract shall survive its expiration or earlier termination. Should the Board elect to have the Contractor's defend one or more of the Indemnified Parties, the Board shall have the right, but not the obligation, to associate in such defense, whether directly or through outside legal counsel, or both. Nothing herein shall require the Contractor's to reimburse the Board for damages or liabilities solely caused by the negligent acts, errors or omissions of one or more of the Indemnified Parties. Between the Contractor's and the Board, for purposes of fulfilling the Contractor's indemnity obligations hereunder, the Contractor waives any immunity derived from compliance with the Workers' Compensation Laws of the State of Ohio. The indemnity obligations of the Contractor shall not be limited by the types, terms, conditions, or limits of liability of any insurance purchased and maintained by the Contractor.
- N. **Rights to Materials.** The Board shall have unrestricted authority to reproduce, distribute, and use (in whole or in part) any reports, data, or materials prepared pursuant to this Contract. All documents prepared by, or with the cooperation of, the Contractor pursuant to the Contract, including all copyrights, are works for hire under the United States Copyright Act and shall, upon payment therefore, become the property of the Board. If for any reason the results and proceeds of the Contractor's services hereunder are determined at any time not to be a work made for hire, the Contractor irrevocably transfers and assigns to the Board all right, title and interest therein, including all copyrights, as well as all renewals and extensions thereto. Any materials prepared, created, produced by, or with the cooperation of, the Contractor pursuant to the Contract, including all copyrights, are the property of the Board. the Contractor may retain copies, including reproducible copies of such documents for information and reference. The Board may use such materials without any additional compensation to the Contractor.
- O. **Governing Law and Jurisdiction.** The Contract shall be construed under and governed by the laws of the State of Ohio. Any litigation arising out of or relating in any way to the Contract or performance thereunder shall be brought and litigated to completion only in the state and federal courts sitting in Ohio, and each party consents to the exclusive jurisdiction of such courts. The Contractor hereby agrees not to challenge this Governing Law and Jurisdiction provision, and further agrees not to attempt to remove any legal action outside of Cuyahoga County for any reason.
- P. **Public Records Act.** The Contractor acknowledges that the Board is subject by law to responding to all Public Record requests under Ohio law. The Contractor shall comply with the Public Record Act in all respects and shall not restrict or otherwise inhibit the Board from complying. If the Board is required to defend an action challenging the Contractor's claimed exemption from the Public Records Act, the Contractor agrees to defend and indemnify the Board from all costs and expenses, including reasonable attorney's fees, in action or liability arising under the Public Records Act.

- Q. Security Protocols.** By executing a contract with the Board of Elections, the Contractor agrees to abide by all security protocols, both physical and cyber, required by the Ohio Secretary of State's Office (SOS) as published in SOS Directives and the Election Official Manual, which are hereby incorporated by reference into the contract. The security protocols are subject to change at the discretion of the SOS as published on the website of the Secretary of State, which the Contractor agrees constitutes adequate notice of such changes and the Contractor's failure to give notice of objection to the Board of Elections within 5 days of the publication constitutes the Contractor's acceptance of the change.

Additionally, the Contractor acknowledges they are bound by the security requirements set forth in Exhibits D and E of this Contract.

V. GENERAL

- A. Notices.** All notices or communications required or permitted as a part of the Contract shall be in writing (unless another verifiable medium is expressly authorized) and shall be deemed delivered when:
1. Received, or
 2. Upon transmittal through electronic mail with a carbon copy sent through the United States Postal Service with proper postage affixed and addressed to the respective other party at the address set out below or such other address as the party may have designated by notice to the other party, or
 3. Upon delivery by the Board of the notice to a representative of the Contractor while on the Boards' property.

The addresses of the parties to this Contract are as follows:

In the case of the Board: Cuyahoga County Board of Elections ATTN: Fiscal Services Manager 2925 Euclid Avenue Cleveland, Ohio 44115 kazusy@cuyahogacounty.gov	with a copy to: County Prosecutor's Office ATTN: Counsel for the Cuyahoga County Board of Elections 1200 Ontario Street, 9 th Floor Cleveland, Ohio 44113
In the case of the Contractor: Tenex Software Solutions ATTN: Ravi Kallem, Founding President 5021 W. Laurel Street Tampa, FL 33607	with a copy to:

- B. **Reasonable Behavior.** Each party will act in good faith in the performance of its respective responsibilities under the Contract and will not unreasonably delay, condition or withhold the giving of any consent, decision or approval that is either requested or reasonably required by the other party in order to perform its responsibilities under the Contract.
- C. **Integration and Amendment.** The Contract constitutes the entire Contract between the parties and supersedes all other prior or contemporaneous communications between the parties (whether written or oral), and all other communications relating to the subject matter of the Contract. The Contract may be modified or extended by formal amendment of the Contract signed by the parties and made a permanent part of the Contract.
- D. **Severability.** The provisions of the Contract will be deemed severable, and the unenforceability of any one or more provisions will not affect the enforceability of any other provisions. In addition, if any provision of the Contract, for any reason, is declared to be unenforceable, the parties will substitute an enforceable provision that, to the maximum extent possible under applicable law, preserves the original intentions and economic positions of the parties.
- E. **No Waiver.** No failure or delay by a party in exercising any right, power or remedy will operate as a waiver of that right, power or remedy, and no waiver will be effective unless it is in writing and signed by the waiving party. If a party waives any right, power or remedy, the waiver will not waive any successive or other right, power or remedy the party may have under the Contract. The payment of funds to the Contractor by the Board should in no way be interpreted as acceptance of the system or the waiver of performance requirements.

VI. **CONSTRUCTION OF CONTRACT**

All terms and words used in this Contract, regardless of the number and gender in which they are used, shall be deemed and construed to include any other number, singular or plural, and any other gender, masculine, feminine, or neuter, as the context or sense of this Contract or any paragraph or clause in the Contract may require, the same as if such words have been fully and properly written in the number and gender. Any act to be performed under the Contract by the "Board" may be performed by the Director or by such of its employees or such other persons, corporations or firms as the Director may designate. "Director" when used herein, shall refer to the Director of the Board and include the Chief Information Officer. The headings of Articles and Paragraphs, to the extent used herein, are for reference only, and in no way define, limit, or describe the scope or intent of any provision hereof. This Contract may be executed in multiple counterparts, each of which, when so executed, shall be deemed an original, and all of which shall together constitute one and that same document, and shall be binding on the signatories; and the signature of any party to any counterpart shall be deemed a signature to, and may be appended to, any other counterpart. The following order of precedence shall govern in any conflict that arises between this Contract and any materials incorporated by reference: (1) this Contract; (2) Exhibit A – Board's Specifications; (3) Exhibit B – Contractor's Quote and Product Description; (4) Exhibit C – Contractor's Sole Source Letter; (5) Exhibit D – Software Security Requirements; and (6) Exhibit E – CIS Albert Cloud Monitoring Service. Provided, however, silence in the Agreement or the materials incorporated herein with respect to an issue shall not be construed as a variance with a provision addressing such issue in another document. The undersigned signatory for the Contractor hereby represents and warrants that he or she has full and complete authority to execute the Contract on behalf of the Contractor. This representation and warranty are made for the purpose of inducing the Board to execute the Contract.

IN WITNESS WHEREOF, the parties have hereto set their respective hands on the day and year first above written and have executed the foregoing Contract.

CONTRACTOR

By: Ravi Kallem
Printed: Ravi Kallem
Title: President
Date: March 24, 2021

**CUYAHOGA COUNTY
BOARD OF ELECTIONS**

By: Jeffrey Hastings, Chairman
By: Anthony W. Perlatti, Director
Date: 3.30.21

The legal form and correctness of this Contract is hereby approved:

Office of the Prosecutor, Cuyahoga County, Ohio

By: Mark Musson, Assistant Prosecutor

INDEX OF EXHIBITS

EXHIBIT A – Board’s Specifications

EXHIBIT B – Contractor’s Quote and Product Description

EXHIBIT C – Contractor’s Sole Source Letter

EXHIBIT D – Software Security Requirements

EXHIBIT E – CIS Albert Cloud Monitoring Service

Provide Live Results Election Night Reporting Software Application /License Specifications

EXHIBIT A

Background

The Cuyahoga County Board of Elections ("Board") conducts all official elections that are held in Cuyahoga County ("County"). The Board requires a Contractor to provide a software application/license for Election Night Reporting (ENR) for use in all elections conducted by the Board. Below are the election dates and anticipated sizes for currently scheduled elections in the period to be covered by the contract 6/1/21 – 5/31/22.

As of 1/13/2021, Cuyahoga County includes:

- 880,873 registered voters
- 975 precincts (of which approximately 29 are "split" precincts)
- 310 voting locations
- 59 municipalities
- 4 congressional districts
- 4 state senate districts
- 11 state house districts
- 11 county council districts
- 13 municipal court districts
- 32 school districts
- 9 library districts
- 2 joint vocational school districts
- 2 state board of education districts
- Various countywide districts including (but not limited to) Metroparks, community college, and port authority.

Elections

- ✓ August 3, 2021 - Special
- ✓ September 14, 2021 - Primary
- ✓ November 2, 2021 - General
- ✓ May 3, 2022 - Primary

The Board currently utilizes voting equipment and tabulation software manufactured by Election Systems and Software, LLC ("ES&S").

Election Night Reporting (ENR)

Display captivating, in-depth County-wide election results with ENR. This tool will allow elections officials to display visually appealing, graphical results along with County maps to illustrate voter turnout, totals by vote type, and results by precinct for the public and the media on Election Night.

Provide Live Results Election Night Reporting Software Application /License Specifications

GRAPHICAL PRESENTATION

ENR should enhance the web presentation of election night returns by allowing every web visitor to search for and find the information they desire. Bar chart presentation for each contest or issue on the ballot visually highlights the leading vote getters while also providing granular detail down to the actual number of votes received, where those votes were received, and votes by vote type (election day, absentee, provisional, etc.).

COUNTY MAP DISPLAY

Candidates, political parties, voters, and media outlets appreciate the information display provided by ENR. For every political contest or question on the ballot, ENR should provide engaging maps showing each contest within the County with details including precinct and vote type. The solution should display unique information, thus allowing web visitors to locate the information they are most interested in learning. ENR's map display should deliver instant feedback on voting trends, minimizing inbound requests and maximizing voter education and transparency for the Board.

VOTE TYPE BREAKDOWN

Query able reports detailing election night information, including county and precinct specific results, contest or question specific results, and vote type breakdowns. The vote type breakdown tab provides granular detail regarding the votes received, outlining early voting numbers, absentee voting numbers, Election Day returns, etc.

PRECINCT REPORTING UPDATE

While it is important to know which candidate or position is leading in each contest or question, it is also important to know the status of reporting for each precinct. ENR should provide this detail through a visually appealing county map display feature. Each election precinct displays their level of reporting, where gray indicates the county has not reported, purple indicates the county has partially reported, and green indicates the county has completely reported. This enhances the level of detail displayed on the website and minimizes inbound requests for information.

RECIPIENT LISTS

ENR should assist election directors in distributing the multitude of report requests on election night. The product should include an automated delivery system managed through Recipients Lists. This feature allows administrators to preload an unlimited number of recipients and their email addresses or secure FTP address prior to each election. Upon completion of each upload, these recipients should automatically receive a CSV or excel file containing the most recent update.

REPORTS & FILTERING

ENR's must have the ability to produce detailed breakdowns of contest information, vote type details, and precinct totals by city, district, and township in addition to summary totals. This level of detail helps to reduce phone calls, increase transparency, and provide overall better service to the voters, the media, and the public at large on Election Night and year- round.

Board Responsibilities:

1. Project Management: The Board shall assign a member or members of its staff to serve as the Project manager(s) to serve as main point of contact for this project. Project manager(s) shall facilitate Contractor's activities, provide access to relevant individuals and data, and be responsible to review Contractor's performance. Project manager(s) shall be neither directly nor indirectly responsible for performing any project activities for the Contractor.

Provide Live Results Election Night Reporting Software Application /License Specifications

Contractor Responsibilities:

1. **Project Management:** The Contractor shall assign a Project Manager(s) to serve as the main point of contact between the Board and Contractor.
2. **Implementation:** Contractor shall provide a detailed implementation schedule, subject to the approval of the Board, that shall allow the Contractor's ENR application to be fully implemented and tested prior to each Election contained herein. The schedule shall also clearly delineate the responsibilities and requirements of the Board and Contractor regarding facilitating the implementation process.
3. **Support Services:** Provide support to the Board for the election setup (8 hours of support included per year) and monitoring of the platform on election night (Account Management and IT Engineer).
4. **Software Hosting:** Hosting of the solution on Contractor's data center in the US.
5. Operation and maintenance of the infrastructure, including monitoring, and security (including automatic security copies) and vulnerabilities management.



5021 W Laurel Street, Tampa, FL 33607
(813) 618-3639 | info@tenexsolutions.com

Cuyahoga County Elections, OH - Quote

Date **March 15, 2021**

To: Cuyahoga County
2925 Euclid Ave.
Cleveland, OH 44115

From: Tenex Software Solutions, Inc
5021 W Laurel Street
Tampa, FL 33607

Qty	Product Description	Price
	SaaS License - Year 1 (June 2021 - May 2022)	
	Includes:	
	- Front facing public website displaying election results in an easy-to-read and graphical format	
	- Backend website for uploading results and configuring the front end page	
	- Web-based cloud hosting	
	- Server capacity management	
	- Security infrastructure maintenance and upgrades	
1	- Remote technical support during business hours	\$ 24,000.00
Total:		\$ 24,000.00

Qty	Optional Term	Price
	Live Results Election Night Reporting	
2	SaaS License - Option Year 2 (June 2022 - May 2023)	\$ 24,000.00
	Live Results Election Night Reporting	
3	SaaS License - Option Year 3 (June 2023 - May 2024)	\$ 24,000.00
Terms:		

This quote is valid for 90 days and subject to change based upon contract terms and conditions or any change in configuration.



www.tenexsolutions.com

EXHIBIT C
(813) 618-3639

5021 W. Laurel St.
Tampa, FL 33607

Re: Sole Source Justification – Election Night Reporting

January 27, 2021

Tenex Software Solutions, Inc. is a current vendor of the Cuyahoga County Board of Elections, providing electronic poll books, election night reporting, help desk management, polling location management, and asset and inventory management. Tenex has been providing election night reporting through the Live Results solution since 2018. Tenex is the sole developer and provider of the Live Results solution, and the solution is the only election night reporting option that meets the counties unique needs:

- Display number of memory sticks in by contest
- Provide XML data with the memory sticks reported information
- Customizability and flexibility with voting equipment changes

If you need any further information, please let us know.

Regards,

A handwritten signature in cursive script that reads 'Ravi Kallem'.

Ravi Kallem

SECURITY:

Data Management: The Contractor must meet the following requirements:

- Engage Department of Homeland Security (DHS) to perform a Risk and Vulnerability Assessment (RVA) every two years, in advance of elections. This service includes:
 - Network mapping and vulnerability scanning
 - Phishing tests
 - Web application or database evaluations
 - A full penetration test
- The Contractor must submit results and a remediation plan to both the Cuyahoga County Board of Elections (CCBOE) and the Ohio Secretary of State (SOS). Documents must be classified as a security record under Ohio Revised Code (ORC) 149.433.
- Become a member of the Information Technology ISAC (IT-ISAC) and the Elections Infrastructure ISAC (EI-ISAC). An ISAC is a nonprofit organization that provides a central resource for gathering information on cyber threats to critical infrastructure. It also serves as a two-way information sharing mechanism between the private and public sectors.
- Deploy an Albert intrusion detection device, a network security monitoring system that is managed 24/7 by DHS.
- Notify the CCBOE, SOS, and EI-ISAC of any system breach immediately after becoming aware of the breach.
- Must keep all CCBOE data within the United States. The Contractor must provide written notification of the location of the data and keep the CCBOE apprised of any change in location of the data.
- Contractor must agree and sign the Confidentiality and Non-Disclosure Agreement.
- The Contractor must use due diligence to ensure computer and telecommunications systems and services involved in storing, using, or transmitting CCBOE Data are secure and that they protect CCBOE Data from unauthorized disclosure, modification, use or destruction. To accomplish this, the Contractor must adhere to the following principles:
 - Apply appropriate risk management techniques to balance the need for security measures against the sensitivity of the CCBOE Data.
 - Ensure that its internal security policies, plans, and procedures address the basic security elements of confidentiality, integrity, and availability of CCBOE Data.
 - Maintain plans and policies that include methods to protect against security and integrity threats and vulnerabilities, as well as detect and respond to those threats and vulnerabilities.
 - Maintain appropriate identification and authentication processes for information systems and services associated with CCBOE Data.
 - Maintain appropriate access control and authorization policies, plans, and procedures to protect system assets and other information resources associated with CCBOE Data.
 - Implement and manage security audit logging on information systems, including computers and network devices

Licenses: In addition to licenses covered in Section II,E, the Contractor must provide a copy of all current licenses, registrations and certifications issued by federal, state and local agencies, and any other licenses, registrations or certifications from any other governmental entity with jurisdiction, allowing the Contractor to perform the covered services, including, but not limited to, licenses, registrations, or certifications.

Background Checks: All employees or contracted staff sent to the CCBOE for any type of service provided on behalf of the Contractor must complete a criminal background check that is kept on file with the Contractor.

SOFTWARE WARRANTY:

Upon acceptance and for 12 months after the date of acceptance of any deliverable that includes software, the Contractor warrants as to all software developed under this contract that: (a) the software will operate on the computer(s) for which the software is intended in the manner described in the relevant software documentation, any Contractor quotes, and as outlined in the contract; (b) the software will be free of any material defects; (c) the Contractor will deliver and maintain relevant and complete software documentation, commentary, and source code; and (d) the source code language used to code the software is readily available in the commercial market, widely used and accepted for the type of programming involved, and support programming in the language is reasonably available in the open market; and (e) the software and all maintenance will be provided in a professional, timely, and efficient manner.

For Commercial Software licensed from a third party that is incorporated into a Deliverable, and for which the CCBOE has not approved a separate license agreement governing that Commercial Software's warranties as part of the contracting process, the Contractor represents and warrants that it has done one of the following things: (a) obtained the right from the third-party licensor to commit to the warranties and maintenance obligations in this Section; (b) obtained a binding commitment from the licensor to make those warranties and maintenance obligations directly to the CCBOE; or (c) fully disclosed in the Contractor's quote any discrepancies between the requirements of this section and the commitment the third-party licensor has made.

In addition, Commercial Software that is incorporated into a Deliverable, the Contractor will: (a) maintain or cause the third-party licensor to maintain the Commercial Software so that it operates in the manner described in the Contract Documents (or any attachment referenced in the Contract Documents) and relevant Commercial Software documentation; (b) supply technical bulletins and updated user guides; (c) supply the CCBOE with updates, improvements, enhancements, and modifications to the Commercial Software and documentation and, if available, the commentary and the source code; (d) correct or replace the Commercial Software and/or remedy any material programming error that is attributable to the Contractor or the third- party licensee; (e) maintain or cause the third-party licensor to maintain the Commercial Software and documentation to reflect changes in the subject matter the Commercial Software deals with; (f) maintain or obtain a commitment from the third-party licensor to maintain the Commercial Software so that it will properly operate in conjunction with changes in the operating environment in which it is designed to operate.

For purposes of the warranties and the delivery requirements in this contract, software documentation means well written, readily understood, clear, and concise instructions for the software's users as well as a system administrator. The software documentation will provide the users of the software with meaningful instructions

on how to take full advantage of all the capabilities designed for end-users. It also means installation and system administration documentation for a system administrator to allow proper control, configuration, and management of the software. Source code means the uncompiled operating instructions for the software. The Contractor will not be obligated to provide source code for Commercial Software unless it is readily available from the licensor. The source code must be provided in the language in which it was written and will include commentary that will allow a competent programmer proficient in the source language to readily interpret the source code and understand the purpose of all routines and subroutines contained within the source code.

SOFTWARE MAINTENANCE:

During the warranty period, as well as any optional maintenance periods that the CCBOE exercises, the Contractor must correct any material programming errors that are attributable to the Contractor within a reasonable period. The CCBOE must notify the Contractor, either orally, or in writing, of a problem with the software and provide sufficient information for the Contractor to identify the problem. The Contractor's response to a programming error will depend upon the severity of the problem.

For programming errors that slow the processing of data by a small degree, render minor and non-mandatory functions of the system inoperable or unstable, or require users or administrators to employ workarounds to fully use the software, Contractor will respond to the request for resolution within four business hours.

Furthermore, the Contractor must begin working on a proper solution for the problem within one business day, dedicating the resources required to fix the problem. For any defects with more significant consequences, including those that render key functions of the system inoperable or significantly slow processing of data, the Contractor will respond within two business hours of notice. The Contractor also must begin working on a proper solution for the problem immediately after responding and, if requested, provide on-site assistance, and dedicate all available resources to resolving the problem.

For software classified as Commercial Software in the Ownership of Deliverables section and for which the CCBOE has not signed a separate license agreement, the Contractor must acquire for the CCBOE the right to maintenance for one year. That maintenance must be the third-party licensor's standard maintenance program, but at a minimum, that maintenance program must include all updates, patches, and fixes to the software. It also must include a commitment to keep the software current with the operating environment in which it is designed to function (and, if applicable, the subject matter covered by the software) and to correct material defects in the software in a timely fashion. Additionally, the Contractor must obtain a commitment from the licensor to make maintenance available for the product for at least five years after the first year of maintenance. The Contractor also must obtain a commitment from the licensor to limit increases in the annual Fee for maintenance to no more than 7% annually. If the licensor is unable to provide maintenance during that five-year period, then the licensor must be committed to doing one of the following two things: (a) give the CCBOE a pro rata refund of the license fee based on a five-year useful life; or (b) release the source code for the software (except third party software) to the CCBOE for use by the CCBOE solely for the purpose of maintaining the copy(ies) of the software for which the CCBOE has a proper license. For purposes of receiving the source code, the CCBOE agrees to treat it as confidential and to be obligated to the requirements under the Confidentiality section of this contract with respect to the source code. That is, with respect to the source code that the CCBOE gets under this section, the CCBOE will do all the things that the Confidentiality section requires the Contractor to do in handling the CCBOE's Confidential Information.



Albert Cloud Monitoring Service

Overview of the Albert Cloud Monitoring Service

The Albert Cloud monitoring service brings the Albert network monitoring service to the cloud. It uses the same trusted and proven IDS engine and rules as our on-premise monitoring service to provide piece of mind for cloud instances. The service is built using CIS Hardened Images and is designed to monitor network traffic going in and out of AWS EC2 instances or Azure Virtual Machine instances. If malicious traffic is detected, just like with our on-premise solution, an alert is generated and processed by the Albert backend. There, the raw alert or alerts are turned into events for analysis by our 24x7 SOC. Next, the SOC analyzes the event for escalation. They will either escalate the event via email or, if the event is found to be a false positive, it is marked as a false positive and not escalated.

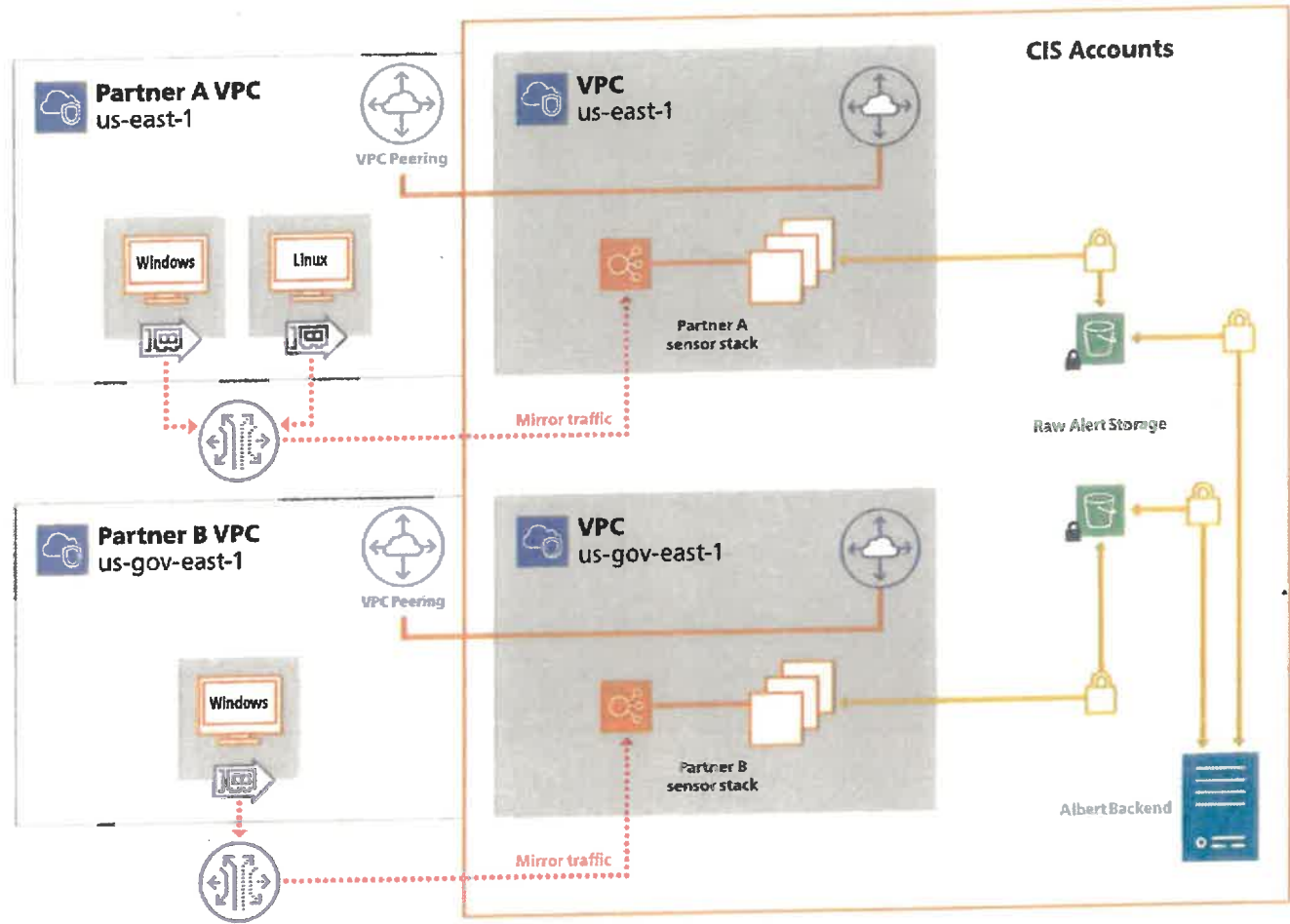
Albert Monitoring for AWS

Albert Cloud monitoring for AWS lets you monitor the network activity of AWS Elastic Compute Cloud or EC2 instances for malicious threats. The Albert service utilizes the native AWS services VPC peering and VPC mirroring to securely send a copy of the traffic going in and out of an instance to an Albert sensor running in CIS's AWS account. Your organization's dedicated Albert sensor or Cloud sensor stack is made up of an Elastic Load balancer and a group of EC2 instances using CIS Hardened Images running in an auto scaling group (ASG). The auto scaling group scales up and down based on network load to reduce costs during times of low traffic. ASGs also provides fault tolerance, from instance or zone failures. The IDS engine running on each instance processes traffic and generates the raw alerts which are encrypted during transmission and at rest in AWS S3 storage. Lastly, the raw alerts are handed off to the Albert backend to be processed, analyzed, and escalated by our SOC Analysts.

Requirements for AWS monitoring

There are minimal requirements for Albert Cloud monitoring in AWS. Currently only Nitro-based EC2 instances can be monitored. This is a requirement of the VPC mirroring service used to mirror traffic from your instance to the Albert sensor stack. Most organizations should be on or planning to migrate to this instance type for EC2 as it is a better cost performance proposition, has enhanced security features, and many other benefits (<https://aws.amazon.com/ec2/nitro/>). You will also need to peer the VPC that the instances to be monitored are in to the VPC that the Albert Cloud sensor is in. Lastly you will need to configure the AWS VPC mirror in your account to use the Albert Cloud sensor. We have developed AWS native automation to assist with these steps so setup of these requirements should be relatively easy.

Albert Monitoring for AWS Logical Diagram



PROPERTY OF CIS – CONFIDENTIAL – SYSTEMS IS STILL IN DEVELOPMENT AND SUBJECT TO CHANGE

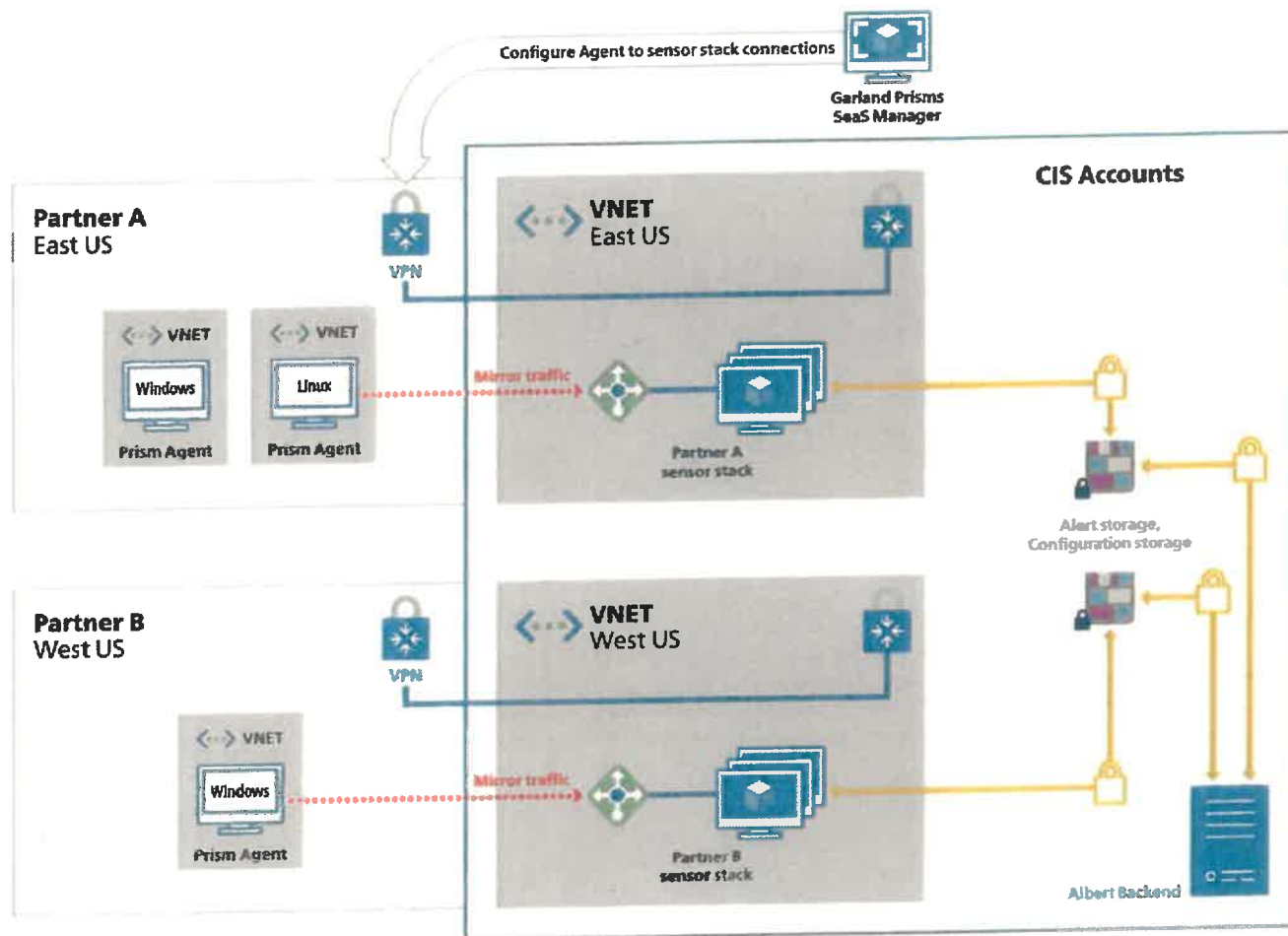
Albert Monitoring for Azure

Albert Cloud monitoring for Azure lets you monitor the network activity of Azure Virtual Machines or VM instances for malicious threats. The monitoring service leverages Garland's Prisms Cloud agent along with Azure VPN to securely send a copy of the traffic going in and out of an instance to an Albert sensor stack running in CIS's Azure account. The mirrored traffic is directed at your organization's dedicated Albert Cloud sensor which is made up of an Azure Load Balancer and a group of VM instances using CIS Hardened Images running in a VM Scale Set. The VM Scale Set scales up and down on demand to reduce costs during times of low traffic and to add fault tolerance if an instance fails. The IDS engine running on each instance processes traffic and generates the raw alerts which are encrypted during transmission and at rest in Azure Blob storage. Lastly, the raw alerts are handed off to the Albert backend to be processed, analyzed, and escalated by our SOC Analysts.

Requirements for Azure monitoring

There are a few additional resources that need to be created in your Azure subscription to support Albert Cloud monitoring in Azure. First a VPN connection must be made using Azure VPN between your organization's VNET and CIS's VNET. The VPN connection provide a cost-efficient method for secure transmission of mirrored traffic to the Albert Cloud sensor. Once that is complete, the Garland Prism agent needs to be installed on each VM to be monitored. The agent is a lightweight process that copies traffic inbound/outbound from your VM to the Albert Cloud sensor. The agent can be installed on Windows or Linux systems using an installer provided by CIS. The installer has a quiet mode to allow for incorporation into any environmental automations your agency may have.

Albert Monitoring for Azure Logical Diagram



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Albert Cloud Leverages CIS Hardened Images

Albert Cloud uses services specific to the particular cloud service provider (CSP) as well as CIS Hardened Images. CIS Hardened Images are virtual machine images pre-configured to applicable CIS Benchmark recommendations. CIS Benchmarks and their corresponding CIS Hardened Images are used by thousands of organizations for compliance support with DoD Cloud Computing SRG, FedRAMP, PCI DSS, NIST, and HIPAA standards. They help mitigate common threats such as malware, insufficient authorization, and remote intrusion, and are updated every month to address patching and vulnerabilities.

Contact CIS

Visit www.cisecurity.org or email CIS_Services@cisecurity.org.