

## Your step-by-step guide on how to caucus

### Step 1) Find your caucus information:

- You can easily locate your caucus information by visiting <https://vote.utah.gov/vote/menu/index> and entering your street address, city, and zip code. This will tell you the location, date, and time of each party's event.

### Step 2) Learn about your elected officials:

- You can find your current state senator and representative by visiting the state legislature's webpage: <https://le.utah.gov/GIS/findDistrict.jsp> and entering your street address and zip code.
- You can also see who has filed to run in your district on the Lieutenant Governor's website: <https://elections.utah.gov/2018-candidate-filings>. The filing period closed on Thursday.

### Step 3) Attend your precinct's caucus meeting:

- Caucus meetings are organized and hosted by elected precinct officers. Your precinct will have a chair and vice chair. It may have a secretary, treasurer, and election judge as well. Precinct officers are elected every two years at caucus meetings.
- Consider running to become a delegate in your respective party. Becoming a delegate is an excellent opportunity to build a relationship with your legislators and to make your voice heard about your local government.
- Regardless of whether you run for delegate, be prepared to discuss local government issues with your state legislators. Use the ULCT prism in Step 4 below!
- The Utah GOP suggests several best practices to ensure you have a positive caucus experience:
  - Arrive early to check-in.
  - If you are attending a Republican caucus, ensure that you are a registered Republican in Utah (you must be in order to vote at the caucus) by selecting the "Voter Info/Track Ballot" tab on the [vote.utah.gov](https://vote.utah.gov) webpage. You can also download this app to participate electronically, including nominating yourself to run for a position: [ucrp.voatz.com](https://ucrp.voatz.com).
  - Bring a photo ID.
  - Bring notetaking materials.
  - Learn about candidate positions.

### Step 4) Be Prism-Prepared:

- The Utah League of Cities and Towns, in conjunction with the Utah Association of Counties, [has developed a prism through which we examine all legislation](#):
  1. **What is the problem the bill is trying to solve?**
    - **Example: SB 218 Container Regulation Act** – this bill would have completely pre-empted local government's ability to respond to the needs and desires of its residents by prohibiting any regulation of a disposable container (plastic bag, paper cups, etc.). Only one Utah city has such a regulation and they developed it to address an issue at their

landfill and in conjunction with their local chamber of commerce. Ten Senators and 58 Representatives recognized this was a bill in search of a problem, stood with local government, and voted against it.

**2. Is the bill a “one size fits all” approach?**

- **Example: HB 242 Local Animal Control Regulation Amendments** – this bill would have overridden local animal control ordinances with state-mandated thresholds and presumptions. We believe that each city and town is unique and must have the leeway to regulate animals according to local needs and standards as voiced by their residents, not by the state. Because of local government concerns, the bill was held in the House Natural Resources, Agriculture, and Environment Committee and was never re-considered.

**3. Does the bill empower or restrict the local control of local governments?**

- “Local control” means authority to make autonomous decisions without state mandates, accountability to residents about those decisions, and the ability to evolve naturally to achieve the community’s vision.
- **Example: HB 175 Oversight Committee Creation** – this bill would have authorized a 9-member committee made up entirely of state legislators who would have the power to examine any action of local government entities. The creation of this committee would clearly have had a chilling effect on local leaders by calling into question their ability to govern in accordance with the desires of their electorate. 54 Representatives stood up for local government and voted against this bill on the House floor. The bill was subsequently amended to exempt local government, but ultimately still failed.

**4. Does the bill have a financial impact on local governments?**

- **Example: HB 462 Homeless Services Amendments and SB 235 Homeless Shelter Amendments** – as originally drafted, HB 462 would have required cities to pay for the operations and maintenance of non-profit homeless shelters in other communities based in part on the land use and housing stock in their own community. Similarly, SB 235 aimed to fund the additional public safety costs that accompany homeless shelters by reallocating local sales tax dollars. Both bills would have left a sizeable hole in city budgets. After considerable negotiations, the shelter O&M will come exclusively from the state’s general fund while cities will contribute to a limited amount of public safety costs. Even though the state had surplus revenue of nearly \$600 million from income tax revenues, local governments do not receive income tax dollars. City budgets rely on property and sales taxes and have not seen the same revenue growth as the state. As such, any type of unfunded mandate, regardless of the reason, impacts the ability of cities and towns to provide the public services that residents expect.

If you would like to learn more about the caucus process, please visit [caucus.utah.gov](http://caucus.utah.gov).

**Get involved and advocate for local government!**