

### **Steps taken to clean Ordinance 7 Survey data**

The goal was to end up with data that represents ONLY valid APN parcel numbers that exist within IVGID's Parcelmaster system, and only allow a maximum of two (2) surveys per APN number.

We also checked for potential fraud by looking at the IP Addresses (a unique computer identifier) that were used to submit surveys, and double checked the validity of any instances of one IP Address submitting multiple surveys. We did not find any evidence of fraud during this process.

In cleaning the data, we eliminated (Disqualified) any surveys where the APN number was:

- Left blank (mostly folks who simply clicked into the survey but didn't fill it out)
- Was not a valid APN number
- Valid APN number that did not match to an IV/CB parcel (per Parcelmaster)

After that step, we looked at APN numbers where there were more than two (2) survey responses. The vast majority of these cases involved a number of incomplete (aka "partial") surveys for that APN, and then one or two complete (aka "complete") surveys. In these instances, we eliminated/disqualified the extra "partial" surveys, leaving only the "complete" surveys to influence the final reporting.

When there were more than two (2) "complete" surveys, we disqualified the earlier versions, leaving only two (2) surveys in the reporting.

After these steps, the data was considered "clean" and we ran reports from Alchemer on this "clean" data.