



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: *January 13, 2026*

DATE: Monday, December 15, 2025
TO: Board of County Commissioners
FROM: Andrew McDonald, Registrar of Voters
(775) 328-3690, amcdonald@washoecounty.gov
THROUGH: Kate Thomas, County Manager
SUBJECT: Recommendation to approve an Interlocal Agreement between the County of Washoe and the City of Reno for election services provided by Washoe County for the 2026 Primary and General Elections. Reimbursement to the County will be \$0.15 for each active registered voter residing in the City of Reno and is estimated to be approximately \$50,000. Voters. (All Commission Districts.) FOR POSSIBLE ACTION

SUMMARY

Approve an Interlocal Agreement between the County of Washoe and the City of Reno for election services to be provided by the Washoe County Registrar of Voters for the 2026 Primary and General Elections. Reimbursement to the County will be \$0.15 for each active registered voter residing in the City of Reno and, additionally, any actual costs that may be incurred for the sole benefit of the City of Reno, for example a special election of a City of Reno office.

This agreement was intended to be executed prior to the start of candidate filing for the 2026 election cycle. Judicial candidate filing begins January 5–16, 2026, followed by non-judicial candidate filing from March 2–13, 2026. Due to administrative timing considerations, execution of the agreement is occurring eight days after the start of judicial candidate filing. Both parties acknowledge and agree to this timing, and the delayed execution does not impact election administration or services.

Washoe County Strategic Objective supported by this item: Fiscal Sustainability

PREVIOUS ACTION

An Interlocal Agreement between Washoe County and the City of Reno for election services has been in place since at least 1984. The agreement is brought before the Board of County Commissioners for approval prior to each election cycle, with the most recent

AGENDA ITEM # _____

approval occurring in 2023 for the 2024 elections. This agreement formalizes the long-standing partnership between Washoe County and the City of Reno for the administration of municipal elections.

BACKGROUND

In accordance with NRS Chapters 293, 293B, and 293C, and NRS 277.180, which authorize interlocal cooperation for governmental services, the Washoe County Registrar of Voters will continue to provide comprehensive election services to the City of Reno. These services include, but are not limited to, ballot preparation, publication of legal notices, polling place coordination, ballot tabulation, and post-election reporting.

The agreement establishes clear cost-sharing formulas and defines the respective responsibilities of each party to ensure fiscal accountability, operational transparency, and compliance with statutory requirements. The purpose of the agreement is to formally outline the duties and obligations of each party for the upcoming election cycle.

FISCAL IMPACT

Charges for election services provided to the City of Reno are established pursuant to NRS 293C.545 at \$0.15 per registered voter. The total reimbursement amount is dependent on the number of registered voters. This interlocal agreement was anticipated and already included in the FY26 budget. No additional budget amendments are necessary.

FY26: For the 2026 Primary Election, the County anticipates receiving approximately \$25,000 to \$28,000 in reimbursement for election services provided.

FY27: For the 2026 General Election, the County anticipates receiving approximately \$25,000 to \$28,000 in reimbursement for election services provided.

Election-related expenses are currently budgeted within the Registrar of Voters Election Budget (C112100). Reimbursements received from the City of Reno will be deposited into account C112100-460173 (Registrar of Voters – Reimbursements).

RECOMMENDATION

It is recommended the Board approve an Interlocal Agreement between the County of Washoe and the City of Reno for election services provided by Washoe County for the 2026 Primary and General Elections. Reimbursement to the County will be \$0.15 for each active registered voter residing in the City of Reno and is estimated to be approximately \$50,000.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "*Move to approve an Interlocal Agreement between the County of Washoe and the City of Reno for election services provided by Washoe County for the 2026 Primary and General*

Elections. Reimbursement to the County will be \$0.15 for each active registered voter residing in the City of Reno and is estimated to be approximately \$50,000."