



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: *November 18, 2025*

**DATE:** Monday, September 09, 2025

**TO:** Board of County Commissioners

**FROM:** Andrew McDonald, Registrar of Voters  
(775) 328-3690, [amcdonald@washoecounty.gov](mailto:amcdonald@washoecounty.gov)

**THROUGH:** Kate Thomas, Interim County Manager

**SUBJECT:** Recommendation to elect to use ballots, including mail ballots and return envelopes, purchased by the State, as authorized by NRS 293.2694, for the 2026 Primary and General election cycle. The State contract was awarded to ProVote Solutions as the statewide vendor. If the County elects to use the ballots obtained by the State, the State vendor will provide Washoe County with all ballots, including, without limitation, mail ballots, return envelopes, secrecy sleeves, I Vote Stickers, and voter instruction materials. If approved authorize the Registrar of Voters to provide written notice to the Secretary of State of Washoe County's intent to use ballots purchased by the State, as required by NRS 293.2694(2). Voters. (All Commission Districts.)  
FOR POSSIBLE ACTION

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### SUMMARY

In June 2025, the Nevada Secretary of State established a statewide ballot printing and mailing contract to support counties with cost-effective and compliant ballot production and delivery services. By electing to use ballots purchased by the State from ProVote Solutions, Washoe County will retain control over certain elements of ballot design, mailing schedules and administrative processes while benefiting from competitive pricing through statewide purchasing power, consistent ballot materials and voter communication standards and technical and administrative support from the Secretary of State's Office.

**Washoe County Strategic Objective supported by this item:** Fiscal Sustainability.

### PREVIOUS ACTION

On October 14, 2025, the Board approved the acceptance of the Nevada Secretary of State Budget appropriation to Washoe County in total amount of \$100,872.06 for the postage costs to mail ballots to voters for the 2024 Primary Election and the 2024 General Election.

AGENDA ITEM # \_\_\_\_\_

On May 20, 2025, the Board approved the acceptance of the Nevada Secretary of State Budget appropriation to Washoe County in total amount of \$189,387.50 for ballot stock and envelopes for the 2024 General Election.

On June 25, 2024, the Board approved the State General Fund appropriation referenced in Assembly Bill (AB) 321, from the Secretary of State, Governor's Office of Finance in the amounts of \$170,861.24 for printing ballots, mailing and expenses for the 2024 Presidential Preference Primary Election for the purpose of carrying out the provisions of AB 321.

On August 15, 2023, the Board approved RFP 3216-23 for mail-in ballot on-demand printing and mailing services, not including freight or postage, for the 2024 Presidential Preference Primary, Primary, and General elections to Runbeck Election Services, in an amount not to exceed \$815,000.

On March 8, 2022, the Board approved RFP 3165-22, for mail-in ballot on-demand printing and mailing services for the 2022 Primary and General elections to bidder, K&H Integrated Print Solutions, in an amount not to exceed \$800,000.00 total; \$400,000.00 for the FY22 Primary Election and \$400,000.00 for the FY23 General Election.

On January 25, 2022, the Board approved the use of Fiscal Year 2022 General Fund Contingency in the amount of \$1,600,000. From the \$1.6 million, a total cost of \$557,200 was identified as additional department funding to support Administrative Printing & Postage and Election Printing costs.

## **BACKGROUND**

The 2021 Legislative session enacted new election laws under AB 321, establishing Nevada as an all-mail election state while maintaining in-person Early Voting and Election Day options. Additionally, AB 126 created the Presidential Preference Primary (PPP), held every four years. These changes required additional FY22 resources for ballot printing, postage, and related election costs.

NRS 293.26991, enacted in 2021, requires Washoe County to prepare and mail a mail-in ballot to each active registered voter in the county, unless the voter submits a request to opt out of receiving a mail-in ballot. This mandate increased costs for ballot production, in the areas of ballot printing, packaging and mailing, postage, staffing, facility expansion and enhancements and other related costs.

In 2022, the Board approved the use of contingency funds in account 189000-820000 and the associated cross-fund appropriate transfers to cover anticipated Administrative Printing & Postage and Election Printing expenditures for Fiscal Year 2022 (FY22), along with other related items. Ongoing funding needs were addressed during the Fiscal Year 2023 annual budget process.

In 2023, NRS 293.2694 took effect, authorizing counties to elect to use ballots purchased by the State through the statewide ballot contract administered by the Secretary of State. Participation provides both fiscal and operational benefits, including direct state payment for eligible ballot stock, printing costs and postage, reduced county administrative burden

through state-managed vendor coordination, standardized ballot materials that ensure compliance with state and federal election requirements, and improved cost control and oversight through the State Purchasing Division.

In 2025, ProVote Solutions, a division of ProDocumentSolutions, Inc., was awarded the statewide contract through RFP #04SOS-S3364 as the State of Nevada’s official mail ballot print vendor. The company operates a secure, certified ballot printing and mailing facility in Porterville, California, with over 25 years of election production experience. The proposal and pricing outline the services, cost structure, and compliance standards for the 2026 election cycle.

**FISCAL IMPACT**

If the Board elects to use ballots purchased by the State, the fiscal responsibility for eligible ballot stock, and printing costs will shift from the County’s budget to direct payment by the Nevada Secretary of State to ProVote Solutions.

FY26 budget includes funding for these expenditures outside of electing to use ballots and return envelopes purchased by the State of Nevada. If the Board elects to use ballots obtained by the State, including, without limitation, mail ballots, and return envelopes. The State has also indicated intent to provide secrecy sleeves, I Vote Stickers, and voter instruction materials. Total fiscal impact is [net savings of approximately \$191,799.71].

<b>FY</b>	<b>Fund/Function</b>	<b>Department/Expenditure</b>	<b>Cost Object(s)/ GL Account(s)</b>	<b>Anticipated Net Savings</b>
FY26	General Gov’t	Registrar of Voters- Printing	C112210- 710502	\$191,799.71

Please note that anticipated net savings may be reduced or eliminated if the reallocation of these savings are approved via a future agenda item or at a subsequent BCC meeting.

**RECOMMENDATION**

Recommendation to elect to use ballots, including mail ballots and return envelopes, purchased by the State, as authorized by NRS 293.2694, for the 2026 Primary and General election cycle. The State contract was awarded to ProVote Solutions as the statewide vendor. If the County elects to use the ballots obtained by the State, the State vendor will provide Washoe County with all ballots, including, without limitation, mail ballots, return envelopes, secrecy sleeves, I Vote Stickers, and voter instruction materials. If approved authorize the Registrar of Voters to provide written notice to the Secretary of State of Washoe County’s intent to use ballots purchased by the State, as required by NRS 293.2694(2).

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: *“Move to elect to use ballots, including mail ballots and return envelopes, purchased by the State, as authorized by NRS 293.2694, for the 2026 Primary and General election cycle. The State contract was awarded to ProVote Solutions as the statewide vendor. If the County elects to use the ballots obtained by the State, the State vendor will provide Washoe County with all ballots, including, without limitation, mail ballots, return envelopes, secrecy sleeves, I Vote Stickers, and voter instruction materials. If approved authorize the Registrar of Voters to provide written notice to the Secretary of State of Washoe County’s intent to use ballots purchased by the State, as required by NRS 293.2694(2).”*