



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: *June 25, 2024*

DATE: Thursday, June 20, 2024

TO: Board of County Commissioners

FROM: Cari-Ann Burgess, Interim Registrar of Voters

THROUGH: Eric Brown, County Manager

SUBJECT: Recommendation to approve the acceptance of the Secretary of States Budget appropriation to Washoe County in the amount of [\$170,861.24] for printing ballots, mailing and expenses for the 2024 Presidential Preference Primary Election (NRS 298.710). No match required. The award period is retroactive from February 1, 2024, through June 30, 2024. If approved, direct the Comptroller's Department to make the necessary budget amendments. (All Commission Districts) FOR POSSIBLE ACTION

SUMMARY

Recommendation to approve the reimbursement of costs associated with the Presidential Primary election in the amount of [\$170,861.24]. In accordance with NRS 298.710 and NAC 293.200, the State is reimbursing Washoe County for the cost of ballot stock, envelopes, postage and printing expenses incurred during the 2024 Presidential Preference Primary Election. No Match required. The award period is retroactive from February 1, 2024 through June 30, 2024. If approved, direct the Comptroller's Department to make the necessary budget amendments.

Washoe County Strategic Objective supported by this item: Fiscal sustainability.

PREVIOUS ACTION

On August 15, 2023, the Board of County Commissioners approved RFP 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 [\$815,000.00 total]; [\$515,000.00] for the FY24 Presidential Preference Primary and Primary Elections and [\$300,000.00] for the FY25 General Election. NRS 293.26991 requires Washoe County to prepare and mail a

AGENDA ITEM # _____

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.

BACKGROUND

NRS 293.26991 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 requirement leads to an increase in cost of all future elections in the areas of ballot printing, packaging and mailing, postage, staffing to expand this program area, facility expansion and enhancements and other related costs. NAC 293.200 provides the Secretary of State will reimburse counties for the cost of basic ballot stock. Additionally, beginning in 2023 Nevada law required a presidential preference primary election. Per NRS 298.710, the cost of the presidential preference primary is a charge against the State.

GRANT AWARD SUMMARY

Project/Program Name: RUNBECK Services Reimbursement

Scope of the Project: Funds will be used to support Administrative/Election Printing and Postage costs.

Benefit to Washoe County Residents: Implementation of sending mail in ballots to all active registered voters for all elections.

On-Going Program Support: These funds will be used to provide the costs of printing, sorting and sending mail in ballots to all active registered voters for all elections.

Award Amounts: \$170,861.24
Grant Period: February 2024 through June 30, 2024
Pass Through Entity: Secretary of State
CFDA Number: Not applicable
Grant ID Number: Nevada Secretary of State appropriation
Match Amount and Type: No match required

FISCAL IMPACT

Should the Board accept this funding appropriation and approve these amendments, the FY24 adopted budget will be increased by \$170,861.24 in revenues and expenditures in the following accounts:

Revenues:

IO- 12373	432100 State Grants	\$170,861.24
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Expenditures

IO-12373	710502 Printing	\$170,861.24
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RECOMMENDATION

It is recommended that the Board of County Commissioners approve the acceptance of the Secretary of State's budget appropriation to Washoe County in the amount [\$170,861.24] for printing ballots, mailing and expenses for the 2024 Presidential Preference Primary Election. No match required. The award period is retroactive from February 2024 through June 30, 2024. Any remaining balance of the appropriation must not be committed for expenditure after June 30, 2024. If approved, direct the Comptroller's Department to make the necessary budget amendments.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be moved to approve the acceptance Secretary of State's budget appropriation to Washoe County in the amount [\$170,861.24] for printing ballots, mailing and expenses for the 2024 Presidential Preference Primary Election. No match required. The award period is retroactive from February 2024 through June 30, 2024. Any remaining balance of the appropriation must not be committed for expenditure after June 30, 2024, if approved, direct the Comptroller's Department to make the necessary budget amendments.