



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: *May 20, 2025*

**DATE:** April 15, 2025

**TO:** Board of County Commissioners

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

**THROUGH:** Eric Brown, County Manager

**SUBJECT:** Recommendation to approve the acceptance of the Secretary of State's budget appropriation to Washoe County in the amount of [\$160,531.00] to reimburse the county for voting equipment licensing and support fees for fiscal year 2025. No match required. The award period is retroactive from July 1, 2024, through June 30, 2025. If approved, direct Finance to make the appropriate budget amendments. Voters. (All Commission Districts.) FOR POSSIBLE ACTION

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### **SUMMARY**

Recommendation to approve the acceptance of the Secretary of State's budget appropriation to Washoe County in the amount of [\$160,531.00] to reimburse the county for voting equipment licensing and support fees for fiscal year 2025. No match required. The award period is retroactive from July 1, 2024, through June 30, 2025. If approved, direct Finance to make the appropriate budget amendments.

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

### **PREVIOUS ACTION**

The Board approved the Fiscal Year 2024 budget appropriations from the Nevada Secretary of State in the amount of \$160,531.00 to reimburse the county for voting equipment licensing and support fees on June 25, 2024.

The Board also approved the Fiscal Year 2022 and 2023 budget appropriations from the Nevada Secretary of State in the amount of \$323,935.00 to reimburse the county for voting equipment licensing and support fees on September 13, 2022.

### **BACKGROUND**

Washoe County previously received a reimbursement of \$161,967 in FY22 and \$161,968 in FY23 from the Secretary of States office in support of voting equipment licensing and support fees incurred July 1, 2021, and June 30, 2023. The use of these funds is strictly limited to use for voting equipment licensing and support fees only.

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

**GRANT AWARD SUMMARY**

**Project/Program Name:**     **Dominion Licensing Fee Reimbursement**

**Scope of the Project:**       Funds will be used to supplement the annual cost of voting equipment support licensing and maintenance fees paid each fiscal year to Dominion Voting.

**Benefit to Washoe County Residents:** These funds will supplement a portion of the ongoing costs of administering elections in Washoe County thus allowing resources to be used for other voter registration and election services.

**On-Going Program Support:** These funds will be used to supplement a portion of the annual costs for the licensing and maintenance of our voting equipment for fiscal year 2025.

**Award Amount:**                             *\$160,531.00*

**Grant Period:**                             *July 1, 2024 – June 30, 2025*

**Funding Source:**                         *State General Fund*

**Pass Through Entity:**                 *Secretary of State*

**CFDA Number:**                         *Not applicable*

**Grant ID Number:**                     *Legislative Session appropriation*

**Match Amount and Type:**             *No match required*

**FISCAL IMPACT**

Should the Board accept this funding appropriation, the Fiscal Year 2025 adopted budget for the Registrar of Voters Office will be increased by \$160,531.00 in both revenue and expenditures in the following accounts:

<b>IO #</b>	<b>Cost Object</b>	<b>G/L Account</b>	<b>Amount</b>
<b>Revenues</b>			
12523	Dominion Licensing Fee Reimbursement	432100 – State Grants	\$160,531.00
<b>Expenditures:</b>			
12523	Dominion Licensing Fee Reimbursement	710210 – Software Maintenance	\$160,531.00

**RECOMMENDATION**

Recommendation to approve the acceptance of the Secretary of State's budget appropriation to Washoe County in the amount of [\$160,531.00] to reimburse the county for voting equipment licensing and support fees for fiscal year 2025. No match required. The award period is retroactive from July 1, 2024, through June 30, 2025. If approved, direct Finance to make the appropriate budget amendments.

**POSSIBLE MOTION**

*Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve the acceptance of the Secretary of State's budget appropriation to Washoe County in the amount of [\$160,531.00] to reimburse the county for voting equipment licensing and support fees for fiscal year 2025. No match required. The award period is retroactive from July 1, 2024, through June 30, 2025. If approved, direct Finance to make the appropriate budget amendments."*