

Request for Board Action Details

File #: 2023-164
Type: Administrative Item **Status:** Passed
In control: Board of Commissioners
On agenda: 5/2/2023 **Final action:** 5/2/2023
Title: Agreement with City of New Brighton for Voting Equipment and Elections Services
Sponsors: Property Tax, Records & Election Services
Indexes:
Code sections:
Attachments: 1. New Brighton Election Services Contract, 2. Resolution

Date	Ver.	Action By	Action	Result
5/2/2023	1	Board of Commissioners	approved	Pass

Sponsor: Property Tax, Records & Election Services

Title

Agreement with City of New Brighton for Voting Equipment and Elections Services

Recommendation

1. Approve agreement with the city of New Brighton for a contract for election services from June 1, 2023 through December 31, 2026.
2. Authorize the Chair and Chief Clerk to execute the agreement.
3. Authorize the County Manager to approve and execute amendments to the agreement in accordance with the provisions of the agreement and all other terms and conditions remaining the same, in a form approved by the County Attorney's Office.
4. Approve an increase in the personnel complement of the Elections Office by 1.0 Full-Time Equivalent.

Background and Rationale

Ramsey County has been a statewide leader in developing and implementing contracts with municipalities and school districts in the county for administration of elections. These contracts have had the following benefits:

- Facilitated more uniformity in the administration of elections in the county.
- Reduced administrative costs through standardization of election materials and administrative processes.
- Improved the quality and accuracy of administration through increased specialization and development of expert knowledge by the Ramsey County Elections Office staff.

Ramsey County Election Services currently has contracts with 12 municipalities and 5 school districts. These contracts fund full-time employees within the Elections Office to carry out the terms and conditions of these contracts.

County Goals (Check those advanced by Action)

☐ Well-being ☒ Prosperity ☒ Opportunity ☒ Accountability

Racial Equity Impact

The contracts for election services promote racial equity uniformly throughout the county, ensuring election judges reflect the diverse community which they serve, comprehensive language assistance tools are provided in the polling places, and community engagement work encourages the widest possible participation in the elections process by members of the community, particularly by those individuals who are traditionally under-represented in the voting population. Services provided via the contracts that support racial equity include:

- Promotion and advancement of the strategic priorities and values of Ramsey County.
- Recruit, train, assign, and pay election judges.
- Procure and provide interpreter services to be available at absentee, early voting, and Election Day locations in accordance with Section 203 of the federal Voting Rights Act.
- Conduct civic engagement events regarding voter registration, absentee voting, election judge recruitment, and election related civics.
- Recruit student elections judges and teacher liaisons as part of Ramsey County's Student Election Judge program.

Community Participation Level and Impact

Work with Municipalities to ensure agreeable terms and conditions are met to provide election services that meets the needs of their local communities. Funds from this contract will be used for community engagement within the city of New Brighton.

☒ Inform ☒ Consult ☒ Involve ☒ Collaborate ☐ Empower

Fiscal Impact

The contract covers all associated costs with providing election services. Payment to Ramsey County for 2023-2024 is: New Brighton \$194,094. The cost of the 1.0 Full-Time Equivalent personnel addition to the Elections Office will be fully funded by this amount.

Ramsey County will provide an initial cost estimate for the 2023-2024 calendar years to the municipalities and school districts no later than April 1, 2023, and an initial cost estimate for the 2025-2026 calendar years by April 1, 2024. Costs will be adjusted as necessary by the county to account for the following factors:

1. Estimated voter turnout;
2. Labor contracts and agreements for non-represented employees approved by the Ramsey County Board of Commissioners;
3. Changes in the Consumer Price Index for the Minneapolis-Saint Paul metropolitan area, as determined by the U.S. Bureau of Labor Statistics for the previous two-year period;
4. Changes in state, federal, county, or city legal requirements, as applicable; and
5. Other factors having a significant impact on election costs.

Last Previous Action

On April 20, 2021, the Ramsey County Board authorized agreements with the cities of Falcon Heights, North Saint Paul, Roseville, and Vadnais Heights for elections services through December 31, 2026, and renewable for one additional two-year term (Resolution B2021-087).

On December 1, 2020, the Ramsey County Board authorized agreements with the cities of Arden Hills, Gem Lake, Mounds View, North Oaks, White Bear Lake, White Bear Township and Mounds View Independent School District 621 for the use of voting systems through December 31, 2026 (Resolution B2020-241).

Attachments

1. Agreement with the City of New Brighton