



Legislation Text

File #: 23-1171, **Version:** 1

City Council Meeting Date: May 16, 2023

To: Mayor and City Council
City Administrator

From: Lynette Peterson, City Clerk

Subject:

Consideration of Joint Powers Agreement Between Dakota County and the Cities, Townships and School Districts in Dakota County for the Provision of Absentee Voting Administration Services

Action Requested:

The Northfield City Council will consider approval of a Joint Powers Agreement between Dakota County and the Cities, Townships and School Districts in Dakota County for the Provision of Absentee Voting Administration Services beginning with the November 2023 elections through the 2024 elections.

Summary Report:

Dakota County is proposing a two-year Joint Powers Agreement for the County to provide absentee voting services shifting responsibilities and funding spread across two years to balance fixed costs and the same year for variable costs to include:

- Ongoing licensing and maintenance for specialized mailing equipment;
- Full-time staff expertise and oversight for mailing operations, vendor relationships, contracts, staffing and absentee processing activities;
- Materials and mailing costs;
- Dedicated daily couriers and fleet costs;
- Temp staffing for voting locations, mail fulfillment and absentee ballot boards.

Attached to this item is the following documents for review:

1. A copy of the Joint Powers Agreement between Dakota County and the cities, townships and school districts in Dakota County for the Provision of Absentee Voting Administration Services
2. Attachment A detailing the division of duties between cities, townships, school districts and Dakota County;
3. Estimated Costs for Absentee Services 2023-2024; and
4. List of Absentee Ballot Administration Tasks to be Completed by Dakota County Elections

Northfield’s Ward 3, Precinct 2 is the only precinct in Dakota County. Dakota County has calculated cost share dependent upon the number of registered voters in the system as of 1/9/2023. Northfield’s cost share for the 2023-2024 election cycle has been calculated as the following:

2024 Presidential Nomination Primary (PNP)	\$397.54
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2024 State Primary	\$397.54
2024 State General	\$952.01
Less 2024 PNP Reimbursement	(\$195.85)
Total Cost Share for Northfield for 2023-2024 Election Cycle	\$1,551.24

In the past, Dakota County has supported Northfield’s one precinct in the same way they are proposing to support all cities in Dakota County and therefore processes and services for Northfield voters will not change. If all cities agree with the proposed JPA, the County will hire 2 full-time employees to support the absentee process. By doing this county-wide, it will allow for absentee ballot process consistency across Dakota County.

Alternative Options:

N/A

Financial Impacts:

\$1,551.24 for 2023 and 2024 Elections.

Tentative Timelines:

This agreement is for 2023 and 2024 Elections. Currently Northfield has no elections scheduled in 2023 and therefore no costs are associated to Northfield for 2023.