



**Program #90010A - Elections** FY 2024 Department Requested

**Department:** Community Services **Program Contact:** Tim Scott  
**Program Offer Type:** Existing **Program Offer Stage:** Department Requested  
**Related Programs:** 90010B  
**Program Characteristics:** In Target

**Executive Summary**

The Elections Division conducts all local, city, County, State, and Federal elections for the citizens of and all political districts within Multnomah County. Under Oregon law, regular election dates are in March, May, September, and November. Under state and local law, special elections and recall elections can also be called at any time of the year. This program offer supports the entire elections program, covering 14 full-time and up to 300 on-call election workers' pay, materials, and supplies to cover four possible elections, contracts with vendors to support ballot production, mailing and technology, and all of the county facilities and support services that make elections possible.

**Program Description**

The Elections Division puts voters first as it conducts transparent, accurate, accessible and accountable elections in Multnomah County and maintains the public's confidence and trust in the elections process. The Division conducts all local, city, County, State, and Federal elections for the citizens of all political districts within Multnomah County. Elections include votes on ballot measures and all elected offices from the local level to the federal level.

Conducting elections involves many processes including: registering voters; maintaining the statewide voter registration and election management database; maintaining address and district data; checking signatures on city and local candidate and initiative petitions; accepting candidate and measure filings; producing voters' pamphlets; issuing and mailing ballots; managing the main office, a satellite voting center, and 30 other drop site locations; accepting and processing returned ballots; providing assistance to voters with disabilities and voters who speak languages other than English; counting ballots; and releasing results. During major elections, the Elections Division brings on as many as 300 on-call election workers to assist its 14 full-time staff.

The Elections Division also conducts the Voter Education and Outreach program as part of its core services. The program works to identify and remove barriers to voter participation in underserved communities through building relationships, community engagement and targeted education and outreach opportunities. The Voter Education and Outreach program priorities and activities are informed by direct outreach to underserved communities, organizational and community partnerships, and results from a voter survey, focus groups and mapping voter behavior with demographic data.

Elections is also responsible for the county campaign finance contribution limits and disclosure program that became fully operational in September 2021. Elections is responsible for educating candidates about contribution limits and disclosure requirements on campaign advertising and is responsible for investigating complaints.

**Performance Measures**

Measure Type	Primary Measure	FY22 Actual	FY23 Budgeted	FY23 Estimate	FY24 Offer
Output	Percentage of voters using ballot tracking	27%	31%	27%	29%
Outcome	Percent of customers who are satisfied with counter service	98%	97%	98%	97%
Outcome	Personnel cost per 1,000 ballots cast	\$920	\$1,000	\$811	\$1,100

**Performance Measures Descriptions**

Percent of voters using ballot tracking is percent of voters using BallotTrax to track and receive messages about their ballot status. Percent of customers satisfied with counter service is percent of customers indicating that service met or exceeded expectations. FY 2022 Actual for the personnel cost measure is for the May 2022 election; FY 2023 Purchased and FY 2023 Estimate are for the November 2022 election; and FY 2024 Offer is for the May 2024 election.

## Legal / Contractual Obligation

County Code of Ordinances, Chapter 5, addresses initiative/referendum petition process and filling county office vacancies. County Administrative Rules, Language, Communication and Cultural Access Policy, Oregon Administrative Rules, Chapter 165, addresses uniformity in conduct of elections. Oregon Revised Statutes, Chapters 246 to 260, provide authority for conducting elections. Federal Title VI of the Civil Rights Act, the Voting Rights Act, National Voter Registration Act, Help America Vote Act, and Military and Overseas Empowerment Act establish election administration standards.

## Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Department Requested General Fund	Department Requested Other Funds
Program Expenses	2023	2023	2024	2024
Personnel	\$2,486,204	\$0	\$3,010,582	\$0
Contractual Services	\$1,518,675	\$0	\$1,782,819	\$0
Materials & Supplies	\$533,924	\$0	\$681,627	\$0
Internal Services	\$1,275,387	\$0	\$1,449,487	\$0
<b>Total GF/non-GF</b>	<b>\$5,814,190</b>	<b>\$0</b>	<b>\$6,924,515</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$5,814,190</b>		<b>\$6,924,515</b>	
<b>Program FTE</b>	14.00	0.00	14.00	0.00

Program Revenues				
Intergovernmental	\$85,000	\$0	\$0	\$0
Service Charges	\$1,470,414	\$0	\$1,610,821	\$0
<b>Total Revenue</b>	<b>\$1,555,414</b>	<b>\$0</b>	<b>\$1,610,821</b>	<b>\$0</b>

## Explanation of Revenues

Intergovernmental Revenue has been reduced by \$85,000 because payments from the State for costs associated with Oregon Motor Voter end in FY23. The funding to address this loss is covered in program offer 90010B and covers the majority of 1.00 FTE whose primary job function is to process new voter registrations, many of which originate at DMV.

The Service Charges Revenue includes two smaller special elections at \$350,000 each, November 2023 general election at \$781,792, May 2022 primary election at \$65,849, Petition processing at \$10,700. The source of these revenues is reimbursement from the districts using the election. Special elections are fully reimbursable, in general and primary elections cities and the state are exempt from payment but Special Districts are never exempt. Special elections are budgeted at 100% cost recovery and primary and general elections are budgeted at 5% recovery based on historical data.

Additional funding is provided by the County General Fund.

## Significant Program Changes

**Last Year this program was:** FY 2023: 90010A Elections

Intergovernmental Revenue has been reduced by \$85,000 because payments from the State for costs associated with Oregon Motor Voter end in FY23. This program excludes the November 2023 voters' pamphlet which was proposed to be cut to help the department cover its share of the general fund constraint. It is proposed to be restored with ongoing funds in Program offer 90010C.