

Program #90010A - Elections
FY 2025 Adopted
Department: Community Services

Program Contact: Tim Scott

Program Offer Type: Operating

Program Offer Stage: Adopted

Related Programs: 90010E

Program Characteristics:
Executive Summary

The Elections Division serves the public by conducting all local, city, County, State, and Federal elections for all voting districts within Multnomah County. Under Oregon law, regular election dates are in March, May, September, and November. Special 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 maintains the public's confidence and trust in the elections process by conducting transparent, accurate, accessible and accountable elections in Multnomah County. The Division conducts all local, city, County, State, and Federal elections for all voting districts within the County.

Conducting elections involves many processes including: registering and updating 10,000 to 35,000 voter records each month; 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 ballot 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 and certifying 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. The Division is responsible for educating candidates, enforcing program requirements and investigating complaints.

Performance Measures

Measure Type	Performance Measure	FY23 Actual	FY24 Budgeted	FY24 Estimate	FY25 Target
Output	Number of voters receiving a ranked choice voting ballot.	N/A	N/A	N/A	457,785
Outcome	Percent of visitors that found what they were looking for on the Elections Division website.	N/A	N/A	N/A	70%
Outcome	Personnel cost per 1,000 ballots cast.	\$811	\$1,100	\$1,100	\$1,200

Performance Measures Descriptions

Output measure is the number of voters in the City of Portland that will vote a ranked choice voting ballot for the first time in November 2024. Outcome measure 1 is the percentage of visitors that said they found what they were looking for on the Elections Division website. FY 2023 Actual for the personnel cost measure is for the November 2022 election; FY 2024 Budgeted and Estimate are for the May 2024 election; and FY 2025 Offer is for the November 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	Adopted General Fund	Adopted Other Funds
Program Expenses	2024	2024	2025	2025
Personnel	\$2,880,582	\$0	\$2,937,904	\$0
Contractual Services	\$1,485,819	\$0	\$1,550,073	\$0
Materials & Supplies	\$484,395	\$0	\$517,986	\$0
Internal Services	\$1,449,487	\$0	\$1,508,169	\$0
Total GF/non-GF	\$6,300,283	\$0	\$6,514,132	\$0
Program Total:	\$6,300,283		\$6,514,132	
Program FTE	14.00	0.00	14.00	0.00

Program Revenues				
Service Charges	\$910,821	\$0	\$1,192,317	\$0
Total Revenue	\$910,821	\$0	\$1,192,317	\$0

Explanation of Revenues

The Service Charges revenue includes the November 2025 presidential election at \$68,221, May 2025 special district election at \$1,113,396, 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.

Significant Program Changes

Last Year this program was: FY 2024: 90010A Elections