



August 24, 2023

TO: CITY AND TOWN CLERKS

Enclosed you will find an agreement regarding the Voting Operations, Technology & Election Resources (VOTER) account that I had referenced in my video update of July 19th. As a reminder, during this past legislative session, a \$1.25 million annual appropriation was approved for the statewide VOTER account. These funds are a dedicated stream of state funding for election administration at the county and municipal level. The legislation requires that 20% of the funds are allocated equally to all 87 counties (about \$2,873 per county) and the remaining 80% is allocated based on proportion of registered voters. Crow Wing County has about 46,000 registered voters and our total appropriation for the VOTER account funds is \$15,600.59 annually.

The legislation requires the county and municipalities to agree on how those funds should be distributed or sets a default formula that 50% is for county use, 25% is allocated for each unit administering absentee voting, and 25% is allocated to each municipality based on proportion of registered voters. As Crow Wing conducts all absentee voting for all precincts, the county would automatically retain 75% of the funds and \$3,900 would be available to be allocated to the municipalities based on voter counts – which equates to an average amount of \$76.89 per precinct.

Currently, Crow Wing County absorbs all costs associated with equipment purchase and maintenance, as well as all costs for programming, ballots, materials and supplies. As such, and given the limited amount of VOTER funds allocated, we are requesting the municipalities to enter into an agreement which would allow the county to retain the full \$15,600.59 annual appropriation to be used for election administration expenses. If the county's annual appropriation from the VOTER account would ever surpass \$50,000 this agreement would be revisited for potential allocation distribution.

Please review the attached agreement with your council or board and once approved and signed, please return to my attention. We will return a fully completed copy for your records once the county board has approved the agreements.

If you have any questions, please feel free to contact me.

Sincerely yours,

DEBORAH A. ERICKSON
Administrative Services Director

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Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

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