

**Item Title:** Approval of a Multi-Year Memorandum of Understanding for Wake County Board of Elections for the Use of Schools as Voting Sites

**Specific Action Requested:**

**That the Board of Commissioners approves and authorizes the County Manager to execute a multi-year Memorandum of Understanding between Wake County and the Wake County Public School System for the use of schools as voting sites, subject to terms and conditions acceptable to the County Attorney.**

**Item Summary:**

**Purpose:** The Board of Commissioners must approve multi-year agreements, including those with other governmental entities.

**Background:** State statutes charge the Wake County Board of Elections (BOE) with the responsibility to conduct all elections within the County. The BOE is a part of County government, but independently administers elections with guidance from the State Board of Elections. The Board of Commissioners is charged with funding the BOE's operations.

A constant element of running elections is finding polling sites. The BOE and WCPSS have a long partnership identifying and using school facilities for election day polling. Though, specific administrative details, such as fees charged and accessibility times, have varied from school to school. Staff from both organizations jointly drafted to clarify roles and responsibilities, access granted to BOE, fees charged, and other logistical elements of election administration. The MOU allows Wake County to compensate WCPSS for the use of schools as polling places. The payment amount shall be \$300 per site with a five (5) percent escalation of that fee effective July 1 of each year, beginning in 2026.

The Board of Commissioners approved an action related to this MOU on October 6, 2025. The requested action is a technical correction to the Board's approval to acknowledge the multi-year nature of the contract.

**Strategic Plan:** This action supports standard County operations.

**Fiscal Impact:** The MOU establishes a consistent fee structure to be paid to WCPSS when a school is used. Staff estimates no substantive change in overall cost. Funding was appropriated in the FY 2026 budget for this purpose, no additional appropriation is required.

**Additional Information:**

None.

**Attachments:**

1. Memorandum of Understanding