

City Council Agenda Item Memo

From: Bonnie Foster, City Clerk
Council Meeting: March 24, 2026
Subject: City of Brookings / Brookings County Elections Agreement
Presenter: Bonnie Foster, City Clerk

Summary and Recommended Action:

Staff recommends approval of the City of Brookings / Brookings County 2026 Election Agreement.

Item Details:

During the 2025 Legislative Session, HB1130 was approved, requiring Municipal Election dates to be held in June or November, in alignment with the State / Federal Elections.

As a result of this Legislation, the City Council approved moving the City of Brookings Municipal Election to be held annually in November. With this change, the City Council also approved holding the Municipal Election in partnership with Brookings County / State / Federal Elections. This Agreement clarifies the duties of each entity, as well as cost-sharing for election expenses.

The Brookings County Commission approved this agreement at their March 17th meeting.

Legal Consideration:

The City Attorney has reviewed the agreement.

Strategic Plan Consideration:

- Fiscal Responsibility – The City of Brookings will responsibly manage resources through transparency, efficiency, equity, and exceptional customer service.
- Service and Innovation Excellence – The City of Brookings will provide an accessible environment committed to ongoing innovation and outstanding service through listening and engagement.

Financial Consideration:

The City Clerk's Office has budgeted \$21,000 for the 2026 Municipal Election.

Supporting Documentation:

Agreement