



500 West Big Beaver
Troy, MI 48084
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CITY COUNCIL AGENDA ITEM

Date: December 28, 2023

To: Mark F. Miller, City Manager

From: Robert J. Bruner, Deputy City Manager
Meg Schubert, Assistant City Manager
M. Aileen Dickson, City Clerk

Subject: Request for Approval of Satellite Clerk's Office and Other Election Services – February 27, 2024 Presidential Primary Election

City Management is requesting approval of additional times for the City Clerk's Office to offer election services to Troy voters. Michigan Election Law (MCL 168.761b) requires local clerks to obtain approval from the governing body at least 30 days in advance of the election date for additional times or places that certain election services are offered. Also, clerks are required to notify the Bureau of Elections of those times or places, and post the times and places in a public notice. The City Clerk's Office will publicize these times and the address for the Troy Community Center, Troy Public Library and City Hall on an official public notice, but also on social media, on the City website, and other forms of media.

The Presidential Primary is a unique election experience every four years during the Presidential Election year, and has a tendency to cause some confusion for voters. Unlike any other election held in Michigan, Michigan Election Law requires that for the Presidential Primary, voters must request either a Democratic or Republican ballot, or the no-party ballot option if available. The no-party ballot option is only available if a local nonpartisan contest or proposal is placed on the ballot (ex. School district millage.) For February 27th, Troy only has the Presidential Primary contest on the ballot, so the no-party ballot option will not be needed. The party selection that voters make during the Presidential Primary has no effect on any other election, and since all ballots are secret, their voting choices are not in any way affected by the Presidential Primary. Also, voters' party selections are not stored in the Qualified Voter File (QVF), and cannot be referenced at all by local clerks' offices except to determine which ballot to provide the voter during the Presidential Primary. However, while the party selections cannot be released or referenced by local clerks' offices, the Michigan Democratic and Republican Parties can obtain the list of voters' party selections from the Secretary of State. The City Clerk's Office plans to offer many in-person opportunities for voters leading up to the Presidential Primary because of the unique nature of this election.

For the first time, the Troy City Clerk's Office will open a Satellite Office at the Troy Community Center during the weekend hours of early voting. By establishing a Satellite Office, the Troy City Clerk's Office will be able to offer in-person voter registration, and other election-related services such as absentee ballot issuing and receiving, to Troy voters in a meeting room directly across the hall from the Early Voting Center. Troy voters will be able to register to vote at the Satellite Office, then have the convenience of early voting right across the hall. Michigan Election Law requires that City Council approve the establishment of the Satellite Office at least 30 days in advance. The dates and times of the proposed Satellite Office are:



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Troy City Clerk Satellite Office

Location: Room 302, Troy Community Center
Saturday, February 17, 2024: 8:30AM-4:30PM
Sunday, February 18, 2024: 8:30AM-4:30PM
Saturday, February 24, 2024: 8:30AM-4:30PM
Sunday, February 25, 2024: 8:30AM-4:30PM

In order to offer information and answer questions about changes to elections, as well as offer election-related services to Troy voters, the City Clerk's Office will hold a Pop-up Clerk's Office with a public engagement component, on Saturday, January 27, 2024 from 12:30PM-4:30PM at the Troy Public Library meeting room. City Management requests the approval of City Council to establish these additional hours so that the City Clerk's Office may offer absentee ballot services to Troy voters, as well as in-person voter registration.

There will be a Drive-thru Clerk's Office on Thursday, February 22, 2024 from 5:00PM-8:00PM at the east entrance of City Hall. The City Clerk's Office will offer in-person voter registration, absentee ballot services, and other election-related services, while voters remain comfortably in their vehicles.

The City Clerk's Office (2nd floor of City Hall) will be open for election-related services on Saturday, February 24, 2024 from 8:00AM-4:00PM. Michigan Election Law requires that all city and township clerks' offices be open for election services a total of 8 hours during the weekend prior to each election day. Troy's required pre-election weekend hours are always on that Saturday, from 8:00AM-4:00PM.

Other important dates and times to note for the February 27, 2024 Presidential Primary:

On/before January 13 – Ballots must be sent to any military/overseas voters with FPCA already on file
Beginning January 18 – Absentee ballots available to voters arriving in-person at City Clerk's Office
Week of January 15 – Clerk's Office conducts preliminary testing of ballots and tabulators
January 22 – Clerk's Office begins mailing absentee ballots to voters
January 22-February 23 – Absentee ballots available by mail or in-person
January 27, 12:30-4:30PM – Pop-up Clerk's Office at Troy Public Library
February 12 – Last day to register to vote by mail or online and be eligible to vote February 27th
February 13-27 – Voters wishing to vote February 27th must register in-person at the City Clerk's Office
February 17-25 – Early Voting available at Troy Community Center, rooms 304-305
February 17, 18, 24, 25 – City Clerk's Satellite Office open at Troy Community Center, room 302
February 22, 2024, 10:00AM – Clerk's Office conducts public accuracy test in City Hall
February 22, 2024, 5:00-8:00PM – Drive-thru Clerk's Office at City Hall east entrance
February 26, 8:00AM-4:00PM – Last time to obtain absentee ballot (must vote in-person at City Hall)
Election Day: Tuesday, February 27, 2024 – in-person polls open 7:00AM-8:00PM

Financial

There is no additional financial impact for the City of Troy to offer these services to Troy residents and voters.



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Recommendation

City Management requests City Council approve the establishment of the City Clerk's Satellite Office hours, and the Pop-up Clerk's Office hours, for the February 27, 2024 Presidential Primary Election, as required by Michigan Election Law.