



500 West Big Beaver
Troy, MI 48084
troymi.gov



CITY COUNCIL AGENDA ITEM

Date: September 23, 2024

To: Robert J. Bruner, Acting City Manager

From: M. Aileen Dickson, City Clerk

Subject: Request for Approval of Satellite Clerk's Office and Other Election Services – November 5, 2024 Presidential General Election

City Management is requesting approval of additional times for the City Clerk's Office to offer election services to Troy voters at the Satellite Clerk's Office. 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 Clerk's Office will publish the public notice, post on social media, on the City website regarding the Satellite Office dates and times. We will post and publish early voting information, along with ads in a variety of publications (including Troy Times, Troy Today, Rec Guide) and offering information about it all at public events. Just some of the events that the City Clerk's Office has participated in this year include Troy Family Daze, Troy Historic Village Open House, Troy Senior Expo, Expanding Horizons for Troy Seniors, Election Protection Town Hall with Attorney General Nessel & Deputy SOS Adevbie, voter registration drives at high schools & senior living facilities, and various speaking events with area organizations. We have lots more events coming up! If an organization or group would like to schedule a voting information discussion with the City Clerk, they can contact the City Clerk's Office to set up a time.

With the help of the Kayla McKaig, Marketing Coordinator in the City Manager's Office, we have created "Vote YOUR Way" posters to be placed prominently in the Community Center, Library and City Hall in multiple locations. We are also planning to send a citywide "Vote YOUR Way" postcard to all voter households. They will both provide the dates and times for early voting, but also provide a QR code for the elections website for voters who may need more information about absentee voting or precinct voting. The message of "Vote YOUR Way" is that early, precinct and absentee voting are all equally legal, secure, and valid options for voters.

The Troy City Clerk's Office is planning to host a Satellite Office at the Troy Community Center during the weekend and one evening of early voting prior to the Presidential Election. The Satellite Office will 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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Saturday, October 26, 2024: 8:30AM-4:30PM
Sunday, October 27, 2024: 8:30AM-4:30PM
Thursday, October 31, 2024: 4:00-8:00PM
Saturday, November 2, 2024: 8:30AM-4:30PM
Sunday, November 3, 2024: 8:30AM-4:30PM

Other extended hours and important dates and times to note for the Presidential Election:

The City Clerk's Office (2nd floor of City Hall) will be open for election-related services on Saturday, November 2, 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. (The Satellite Clerk's Office in the Community Center will also be open during this time.)

On/before September 21 – Ballots must be sent to any military/overseas voters with FPCA on file
Beginning September 26 – Absentee ballots available to voters arriving in-person at City Clerk's Office
Week of September 23 – Clerk's Office conducts preliminary testing of ballots and tabulators
September 30 – Clerk's Office begins mailing absentee ballots to voters
September 30-November 4 – Absentee ballots available by mail or in-person
October 21 – Last day to register to vote by mail/online and be eligible to vote in the Presidential Election
October 22-November 5 – Voters wishing to vote in the Presidential Election must register in-person at the City Clerk's Office
October 26-November 3 – Early Voting available at Troy Community Center, rooms 304-305
October 26,27,31 & November 2,3 – Clerk's Satellite Office open at Troy Community Center, room 302
October 24, 10:00AM – Clerk's Office conducts public accuracy test in City Hall
November 1, 8:00AM-5:00PM – Last day to request a ballot be mailed
November 4, 8:00AM-4:00PM – Last day to obtain absentee ballot (must be requested in-person)
Presidential Election Day: Tuesday, November 5, 2024 – 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.

Recommendation

City Management requests City Council approve the establishment of the City Clerk's Satellite Office hours for the November 5, 2024 Presidential Election, as required by Michigan Election Law.