



CITY CLERK
ANNUAL REPORT
FISCAL YEAR 2004-2005

**ANNUAL REPORT
CITY CLERK'S OFFICE
FISCAL YEAR 2004-2005**

The Midland City Clerk's area serves as the main information center for all official city records and conducts all elections held within the City of Midland.

The Clerk's office remains committed to serving the public efficiently and courteously. A dedicated staff serves as the central source for providing information and other tools for individual, as well as community, decision making.

Elections

All elections for state, federal and local offices held in the City of Midland are conducted by the City Clerk's Office. Three elections were held during the 2004-05 fiscal year:

Election Date	Type of Election	Number of Registered Voters (City only)	Number of Ballots Cast (city only)	Percentage of registered voters who voted
August 3, 2004	Primary	27,670	7,723	28%
November 2004	Presidential	29,481	22,616	77%
June 2005		37,443*	4,587	12%

* voter registration increase due to inclusion of those township voters who are a part of the Midland Public Schools District.

Three elections are scheduled during fiscal year 2005-06:

August Primary	August 2, 2005
November City Council	November 8, 2005
Annual School Election	June 3, 2005

In August 2003, Michigan Secretary of State Terri Lynn Land announced that Michigan will adopt the precinct-based optical scan system as part of the Federal Help America Vote Act (HAVA) which requires that each state adopt a uniform voting process. Optical scan equipment lets voters indicate their ballot choices on a paper form by marking designated areas with a pen or pencil. Under the precinct-based system, voters insert their completed ballots into an electronic tabulator. The tabulator reads and stores ballot totals, and alerts voters to potential problems, such as voting for too many candidates in a particular race. The paper ballot is then channeled into a storage bin where it remains until the polls close.

Advantages of the system include:

- Providing voters with a ballot that can be reviewed before it is cast.
- An effective way to protect voters against ballot spoilage.
- The faster compilation and reporting of election results.
- More effective voter education as only one system is involved.
- Consistency between absentee ballots and ballots issued at the polls.
- Conducting recounts from a tangible document created by the voter.
- The ability for precincts to erect additional voting stations with little notice to accommodate unanticipated voter traffic.

The State of Michigan will purchase all of the new optical scan voting equipment using a portion of its federal HAVA funds. The state negotiated contracts with the election equipment vendors to fully fund optical scan tabulators and provide election management system software, training and maintenance and service for up to three even-year election cycles. The Secretary is committed to ensuring that the locals were not burdened with unnecessary costs.

The Optical Scan voting process must be implemented by the 2006 Elections. Midland County, including the City of Midland, is planning to utilize optical scan voting in the June 2006 election.

The Optical Scan equipment was introduced to the public at the 2005 Midland County Fair. Area clerks from the City of Midland and adjoining townships took turns demonstrating the equipment and giving the public an opportunity to try the new voting system. In the upcoming year, the City Clerk's office plans to initiate extensive public education and hands-on opportunities for voters to experience the optical scan voting equipment prior to the equipment's use in an actual election.

Other Clerks Office Business

Apart from elections, one of the City Clerk's Office primary functions is to keep the official records and minutes of all City Council meetings and to execute and record all contracts and other actions that result from those meetings. In fiscal year 2003-04 Midland City council met a total of 46 times in regular and special sessions. As a test-department for the city's launch into document imaging, the City Clerk's Office is looking forward to making many of the documents that we maintain more accessible and searchable to city departments and the public.

The City Clerk's office is the first stop for citizens wishing to obtain city information through the Freedom of Information Act (FOIA). We are also the purchasing point for graves and interment processing for the Midland Municipal Cemetery as well as the distributor for business licensing including going-out-of-business sales, door-to-door solicitations and handbill distribution.