



302 Redbud Trail North
Buchanan, MI 49107
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Clerk Department City Meetings

In addition to participating in the meeting itself, time is spent scheduling, drafting/publishing the agenda, contributing supporting documentation, recording/creating/publishing minutes, creating/certifying/ publishing resolutions and ordinances, and proclamations, etc.

Meeting	Regular Mtg	Special Mtg	Subcommittees
City Commission	11/10/2025 & 11/24/2025		
Planning Commission	11/18/2025		
Tree Buchanan	One		
Friends/DRC/ DDA			
Joint Water Sewer Board	11/12/2025	11/17/2025	
Friends of the Trail			
Election Commission			
Resolutions	YTD	24	
Ordinances	YTD	6	

Elections

The November election was held. I was not selected for audit, and a cleanup for retention will occur in mid-December. Election Accreditation class and test taken for continuation to be an election administrator. Legislation tracking elections:

Bill	Topic	Status	Effective Date	Notes
HB 6052 (PA 221)	Ballot-on-Demand expansion	Enacted	4/2/25	BOD allowed for EDR AV ballots & translated ballots
SB 529	Petition circulator payment	Passed Senate → House	Pending	Prohibits per-signature pay
SB 530	Petition summary disclosure	Passed Senate → House	Pending	Circulator must read/allow reading of summary
SB 531	Duplicate signature rules	Passed Senate → House	Pending	Only first signature counts
HB 5197	Foreign-national donations ban	House consideration	Pending	Applies to ballot question committees
HB 5198	Certification for election admin support	House consideration	Pending	Certification required 10 days prior
SB 691	Eliminates August primary	Introduced	August primary ends 12/31/26; May primary starts 2027	Adds Feb 4th-Tuesday election date
SB 692	Transit authority ballot procedures	Introduced	Pending	Aligns timing with May primary
SB 693	Township consolidation ballot timing	Introduced	Pending	Moves placement to May or Nov
SB 694	Judgeship deadlines update	Introduced	Pending	Deadlines tied to May primary
SB 695	Vehicle Code reference update	Introduced	Pending	Updates reference to full §641
SB 696	Township name change ballot timing	Introduced	Pending	Moves to May or November
HB 4861	Eliminates Aoi for nonpartisan candidates	Introduced	Pending	Removes Aoi requirement
HB 4588	Partisan school board elections	Introduced	Pending	Converts school board races to partisan
HB 4793	School board acceptance-of-office removed	Introduced	Pending	Removes AoO requirement
HB 4794	Community college acceptance & affidavit removed	Introduced	Pending	Removes acceptance & eligibility affidavit
HB 4795	Consolidated district interim board filings removed	Introduced	Pending	Removes AoO & affidavit requirement

Bill	Topic	Status	Effective Date	Notes
HB 4602	Test deck creation authority	Introduced	Pending	Limits SOS control; empowers local commissions
HB 4707	Prohibits Ranked Choice Voting	Passed House → Senate	Immediate upon enactment	Voids local RCV ordinances

Voter Registration is updated weekly.

FOIA Requests & Notary/Permits

YTD-52 FOIA requests

YTD- 16 Notary.

YTD- 9 Food Truck Permits

YTD- 12 ROW Permits

YTD- Cemetery

Cemetery Sexton handles all aspects of the grounds and selling plots. The clerk's department handles the scheduling of burials, data entry, and cash handling for burials and plot purchases.

YTD-24 sold plots

YTD- 38 burials

Administrative

- Ordinance reviews
- Codification end-of-the-year prep.
- Retention end-of-the-year prep.
- Public notices for Public Hearings
- Marihuana applications processed
- Downtown Grand re-opening planning and meeting
- Long-term rentals are being scheduled. Two notices have gone out, and there is a decent response..
- Day-to-day assignments are assigned by the City Manager, & Residents are assisted as needed.