

**ELECTION OFFICE**

Stephanie Taylor  
Director

Kimberley H. Slusar  
Deputy Director



**ELECTION BOARD**

Michael Dykes, President  
Marquita McMillan, Vice President  
Christina Bracknell, Secretary  
Joseph Price, Member  
James Richardson, Member

Brian K. Young, Esq., Board Counsel

**AGENDA**

**Harford County Board of Elections  
133 Industry Lane, Forest Hill, MD 21050  
October 25, 2023  
5:00 p.m.**

- 1) Call to Order; Declaration of Quorum
- 2) Welcome Members and Guests
- 3) Swearing in of new employee
- 4) Approval of Minutes
  - o September 27, 2023, Regular Meeting
- 5) Request Additions or Changes to the Agenda
- 6) Election Office Report
- 7) Board Attorney's Report
- 8) Old Business
  - o Open Meeting Act
- 9) New Business
  - o Approval of FY25 Budget
  - o Discussion on November and December Meeting Dates
- 10) Confirmation of Next Meeting
- 11) Members' Time
- 12) Closed Session\*
- 13) Adjournment

**NEXT MEETING: TBD**

\*Closed Meeting: Part of the meeting may be closed in accordance with Maryland's Open Meetings Act procedures.

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HARFORD COUNTY BOARD OF ELECTIONS  
MINUTES  
September 27, 2023

**PRESENT:**

Board:	Staff:
Michael A. Dykes, President	Stephanie Taylor, Director
Marquita J. McMillan, Vice President	Kimberley Slusar, Deputy Director
Christina K. Bracknell, Secretary	Loralyn Sisler, Staff
James C. Richardson, Republican Member	Barbara Salvatore, Staff
Brian K. Young, Esq., Board Counsel	Stephen Feryus, Staff
Joseph N. Price, Republican Member	Amy Sullivan, Staff

**QUORUM:**

Mr. Dykes called the meeting to order at 5:02 pm and determined there was a quorum with at least one member of the minority party being present.

Steven A. McCurdy and Dale Livingston were present from the public.

Mr. Dykes welcomed the members and guests.

**APPROVAL OF MINUTES:**

The August 29, 2023, Regular Meeting minutes were presented, there were no corrections or additions to the minutes and Mr. Dykes asked for a motion to accept the minutes. Mr. Richardson made a motion to accept the minutes and Ms. Bracknell seconded the motion. The motion passed unanimously by those Board Members who were present for the August 29, 2023, Regular Meeting.

**ADDITIONS OR CHANGES TO THE AGENDA:**

There were no additions or changes to the agenda.

**ELECTION OFFICE REPORT:**

**Ms. Taylor gave the Administration update.**

Ms. Taylor also added that the 2025 Budget is due October 20<sup>th</sup>.

In reference to the security camera buzz in solution, Mr. Dykes asked if all staff would have a buzzer.

Ms. Taylor replied that it was web based.

When discussing the new inbound highspeed ballot sorter, Mr. Dykes asked how accurate it was.

Ms. Taylor explained that Anne Arundel County LBE has been using one since 2022 and they are

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very happy with the results. The machine is very accurate, but we will run reports for accuracy. Mr. Richardson asked if it was reading a bar code and Ms. Taylor replied that it was and that the bar code was the voters' id.

**Ms. Taylor gave the Staff update.**

**Ms. Taylor gave the Election Operations update.**

In reference to the polling place plan required by law, Mr. Dykes asked if the deadline would be met and Ms. Taylor replied, yes.

**Ms. Sisler gave the Election Judge update:**

Ms. Taylor asked Ms. Sisler to give an update on the video's being prepared for the election judges. Ms. Sisler said they are all pretty much up to date. Mr. Dykes asked if he could get a copy of the newsletter that was sent out to the election judges.

**Ms. Sullivan gave the Voter Registration update.**

A discussion ensued regarding the NCOA and Ms. McMillan questioned the reason for the inactivation of voters.

**Ms. Taylor gave the Upcoming Events timeline.**

**BOARD ATTORNEY'S REPORT:**

Mr. Young said there was no report this month.

**OLD BUSINESS**

Mr. Dykes initiated the conversation regarding the Bylaws of the Harford County Board of Elections. Changes were made to Section 3.2A1a and Section 3.2A1e. Mr. Dykes asked for a motion to approve the Bylaws. Ms. Bracknell made the motion and Mr. Richardson seconded. The motion was unanimously approved by all board members present.

**NEW BUSINESS:**

Mr. Dykes asked if all Board members had completed the Open Meetings Act and two had not. He asked that they prioritize this task. He also presented the Duties of Board and Election Director document.

**CONFIRMATION OF NEXT MEETING:**

Mr. Dykes confirmed that the next Board Meeting would be October 25, 2023, at 5:00 pm.

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**MEMBERS TIME:**

There was nothing to report.

**CLOSED SESSION:**

There was no closed session.

**ADJOURNMENT:**

Mr. Richardson made a motion to adjourn the meeting and Mr. Price seconded the motion. The motion was unanimously approved, and the meeting was adjourned at 5:32pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "M. Dykes", is written over the text "Respectfully submitted,".

Michael A. Dykes, President

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**HARFORD COUNTY BOARD OF ELECTIONS  
ELECTION OFFICE REPORT  
October 25, 2023**

**Administration:**

- Kim formally announced that she will be retiring on January 1, 2024.
- The deputy director's position has been posted and interviews will be conducted in the next few weeks.

**Staff Updates:**

- We hired Amanda Beanblossom as a permanent employee to work in Voter Registration.
- We hired three contractual employees to work in the office during the 2024 election cycle.

**Election Operations**

- Early Voting polling place plan is finished and has need submitted to the State Board of Elections for approval.
- Election Day polling place plan is nearly complete for submission.
- Bel Air & Aberdeen election ballots & databases have been tested and are ready for Logic & Accuracy testing.
- Justin created two Smartsheet Dashboards – one for EDSS and another for equipment maintenance, each of which show overhead progress of various processes in the warehouse and in the field during the election.
- Nate created a way to automate Smartsheet data entry into fillable PDFs to make it easier to submit required documents to SBE.
- Christine and Danie continue the regular equipment maintenance and charging cycles; all equipment is in good shape.

**Election Judges:**

- The election judge master Smartsheet was updated to reflect any changes made to a judge's record in MDVOTERS.
- We sent out a second "Returning Survey" email to the judges we have not heard from and updated on the master Smartsheet.
- We are currently customizing and reviewing the 2024 Election Judge Training Manual.
- Meet and Greet sessions are being held and will continue through the end of the year.
- The supplies for Aberdeen and Bel Air's municipal elections are being organized and prepared.
- We are in the process of creating and completing new election judge training documents.
- We are continuing to review/update files, forms, and Smartsheets in preparation for the 2024 election.

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- Current Judge Numbers:
  - Required - 792
  - Hired - 786
  - Waiting for survey replies - 27
  - Needed - 6

**Voter Registration**

**September**

- List Maintenance
  - Social Security verifications – 11
  - Inactivated – 604
- DHMH (Deceased) list through the Maryland Department of Health – 137
- AOC List (Felons) – 5
- ERIC Reports
  - Deceased – 3
  - In-State Duplicate – 1 pair
- Address Change Postcards – 837
- Cancelled for Non-citizenship – 2
- Volume from Electronic Voter Registration Applications (EVRAs) – 3169
  - Voter Registration Applications – 3135
  - Mail-in Ballot Applications – 34

**Mail-in Ballots**

MIB requests processed thus far (as of 10/20/2023):

**2024 Presidential Primary**

14,255 total: 14,174 permanent & 81 non-permanent

- 7,549 Democratic
- 4,077 Republican

**2024 Presidential General**

14,261 total: 14,174 permanent & 87 non-permanent

- 7,546 Democratic
- 4,076 Republican
- 2,461 Unaffiliated
- 68 Libertarian
- 110 Other

**Current as of 10/16/2023**

We continue to receive documents from the Jury Commissioner weekly. We received and processed our AOC list and expect to receive our MDH/DHMH list soon. We have also received another ERIC Deceased report.

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**Upcoming Events:**

- October 26<sup>th</sup> – Judge training for Aberdeen
- ~~October 26<sup>th</sup>~~ – Stephanie will be helping Anne Arundel County with interviews
- November 1<sup>st</sup> – MAEO Mail-in Ballot Committee meeting
- November 1<sup>st</sup> – Judge training for the Bel Air Election
- November 2<sup>nd</sup> – MAEO Voter Registration meeting
- November 7<sup>th</sup> – Town of Bel Air and City of Aberdeen Elections
- November 16<sup>th</sup> – Director's meeting

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October 25, 2023

Robert Cassilly  
Harford County Government  
220 South Main Street  
Bel Air, MD 21014

RE: Harford County Board of Elections budget approval

Dear Mr. Cassilly,

Please be advised that the members of the Election Board of Director voted unanimously today to approve the proposed budget for FY25 budget as presented by Director Stephanie Taylor.

Respectfully,

A handwritten signature in black ink, appearing to be "Michael Dykes", written over a horizontal line.

Michael Dykes, President



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October 17, 2023

Bob Cassilly  
220 S Main Street  
Bel Air, MD 21014

Mr. Cassilly,

The following outlines the justification for the Harford County Board of Elections FY25 budget increase:

Item 1 - Cost Center 481000 Sub Object 1103 – Reduction of \$68,500. Moving \$60,000 to Cost Center 482000 Sub Object 1103 to cover returning election judge bonus pay mandated by General Assembly HB1200. The remaining \$8,500 is a reduction to the budget . See Appendix A

Items 2, 3, 4, & 5 – Cost Center 481000 Sub Objects 1202, 1304, 1501, & 1602 – A total reduction of \$25,933.

Items 6 & 7 – Cost Center 481000 Sub Object 2302 – Move \$4,000 to Cost Center 481000 sub object 2102 to cover the increase of a new mail room equipment lease.

Item 8 – Cost Center 481000 Sub Object 2306 - Reduction of \$400.

Items 9 & 10 – Cost Center 481000 Sub Object 2602 – Reduction of \$5,000. Moving \$4,340 to Cost Center 481000 Sub Object 2711 to cover leases for upgraded security. The remaining \$660 is a reduction on the budget . See Appendix B & C

Items 11 & 17 – Cost Center 481000 Sub Object 3202 – Reduction of \$6,100. Moving \$4,000 to Cost Center 482000 Sub Object 3526 to cover the cost of a texting app to communicate more effectively with the election judges prior to and during early voting and election day.

Item 12 – Cost Center 481000 Sub Object 4201– Reduction of \$1,000.

Item 13 – Cost Center 481000 Sub Object 7102 – Increase of \$226,343 - State mandated reimbursements. See Appendix D.

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Items 14, 15, 16, & 18 – Cost Center 482000 Sub Objects 2106, 3103, 3202, and 4201 – a total reduction of \$73,000.

Item 19 – Cost Center 482000 Sub Object 5236 – Move \$95,424 to Cost Center 482000 Sub Object 7102 to cover the lease-to-own high speed ballot sorter. Appendix E

Please let me know if you have any questions.

Sincerely,

Stephanie Taylor  
Election Director

481000 Budget Projections FY25

Spend Category	FY22 Actuals	FY23 Actuals	FY24 Approved	FY25		Comments
				Additions/Subtractions	Request	
1103 - Temporary	\$ 141,000	\$ 140,114	\$ 143,500	-\$68,500	\$75,000	1
1202 - Pension (New)	\$ 10,797	\$ 9,399	\$ 15,499	-\$5,499	\$10,000	2
1304 - Bluechoice - Formerly Freestate	\$ 629	\$ -	\$ 15,504	-\$10,504	\$5,000	3
1308 - Life	\$ 263	\$ 322	\$ 560	\$0	\$560	
1319 - Benefits - Supplemental	\$ 2,400	\$ 2,000	\$ 2,400	\$0	\$2,400	
1321 - Delta Dental Plus	\$ -	\$ -	\$ 740	\$0	\$740	
1355 - PEHP (Post Employment Health Plan )	\$ 13,500	\$ 14,360	\$ 14,360	\$0	\$14,360	
1501 - Overtime	\$ 6,146	\$ 18,852	\$ 15,000	-\$5,000	\$10,000	4
1602 - Social Security	\$ 10,998	\$ 12,318	\$ 11,930	-\$4,930	\$7,000	5
2101 - Office Equipment	\$ 17,255	\$ 16,524	\$ 16,256	\$4,000	\$20,256	6
2302 - Telephone Service	\$ 4,800	\$ 3,781	\$ 8,000	-\$4,000	\$4,000	7
2306 - Fax Service	\$ 343	\$ 342	\$ 800	-\$400	\$400	8
2602 - Legal Services	\$ 27,693	\$ 6,875	\$ 15,000	-\$5,000	\$10,000	9
2609 - CO Facility Repair and Renovation	\$ 109,009	\$ 29,116	\$ -	\$0		
2702 - Office Equipment Service	\$ 2,924	\$ 3,794	\$ 3,000	\$0	\$3,000	
2711 - Security Systems	\$ 86	\$ 1,235	\$ 1,250	\$4,340	\$5,590	10
3101 - General Office Supplies	\$ 30,211	\$ 19,298	\$ 20,000	\$0	\$20,000	
3103 - Printing - Commercial	\$ 9,081	\$ 13,786	\$ 10,000	\$0	\$10,000	
3202 - General Office Mailing	\$ 45,436	\$ 30,903	\$ 46,100	-\$6,100	\$40,000	11
3526 - Computer Software	\$ 7,842	\$ 7,332	\$ 7,000	\$0	\$7,000	
3527 - Computer Hardware Components	\$ 1,960	\$ -	\$ -	\$0	\$0	
4201 - Mileage	\$ 2,440	\$ 3,681	\$ 7,000	-\$1,000	\$6,000	12
4202 - Parking and Tolls	\$ 73	\$ 144	\$ 400	\$0	\$400	
4301 - Transportation Costs	\$ 1,122	\$ -	\$ 2,000	\$0	\$2,000	

Spend Category	FY22 Actuals	FY23 Actuals	FY24 Approved	FY25		Comments
				Additions/Subtractions	Request	
4401 - Meals	\$ 623	\$ 480	\$ 5,000	\$0	\$5,000	
4402 - Lodging	\$ 13,423	\$ 12,625	\$ 13,000	\$0	\$13,000	
4502 - Professional Books and Periodicals	\$ (13)	\$ 45	\$ -	\$0		
4601 - Membership Fees and Dues	\$ 570	\$ 830	\$ 1,430	\$0	\$1,430	
4703 - Training, Seminars, Courses, and Meetings	\$ 1,325	\$ 11,723	\$ 7,000	\$0	\$7,000	
7102 - Payments to Other Govt Agencies	\$ 1,080,791	\$ 1,192,726	\$ 1,425,860	\$226,343	\$1,652,203	
<b>Total</b>	<b>\$ 1,542,727</b>	<b>\$ 1,552,605</b>	<b>\$ 1,808,589</b>	<b>\$123,750</b>	<b>\$1,932,339</b>	

482000 Budget Projections FY25

Spend Category	FY22 Actuals	FY23 Actuals	FY24 Approved	FY25 Additions/ Subtractions	FY25 Request	Comments
1101 - Current Authorized Positions	\$ -	\$ 339,890	\$ -	\$0	\$650,628	
1103 - Temporary	\$ 8,033	\$ 402,587	\$ 590,628	\$60,000	\$650,628	
1501 - Overtime	\$ -	\$ 13,466	\$ 6,000	\$0	\$6,000	
1602 - Social Security	\$ 614	\$ 13,078	\$ 38,097	\$0	\$38,097	
2101 - Office Equipment	\$ -	\$ -	\$ -	\$0	\$0	
2106 - Space and Real Estate Rental	\$ -	\$ 13,000	\$ 9,000	\$0	\$9,000	
2402 - Legal Notice	\$ -	\$ -	\$ 1,000	-\$1,000	\$0	14
2602 - Legal Services	\$ -	\$ -	\$ -	\$0	\$0	
2609 - CO Facility Repair and Renovation	\$ 109,009	\$ 49,560	\$ -	\$0	\$0	
2699 - Other Professional Services	\$ 480	\$ 1,776	\$ -	\$0	\$0	
2711 - Security Systems	\$ 14,352	\$ -	\$ 1,050	\$0	\$1,050	
3101 - General Office Supplies	\$ 40,345	\$ 7,768	\$ 15,000	\$0	\$15,000	
3103 - Printing - Commercial	\$ 63,818	\$ 59,096	\$ 105,000	-\$20,000	\$85,000	15
3202 - General Office Mailing	\$ 66,444	\$ 17,689	\$ 150,000	-\$50,000	\$100,000	16
3499 - Other Food Supplies	\$ -	\$ -	\$ -	\$0	\$0	
3526 - Computer Software	\$ 21	\$ -	\$ -	\$4,000	\$4,000	17
3527 - Computer Hardware Components	\$ -	\$ -	\$ -	\$0	\$0	
4201 - Mileage	\$ 1,094	\$ 10,250	\$ 10,000	-\$2,000	\$8,000	18
4202 - Parking and Tolls	\$ 6	\$ -	\$ -	\$0	\$0	
4401 - Meals	\$ -	\$ 2,905	\$ 2,000	\$0	\$2,000	
4402 - Lodging	\$ -	\$ -	\$ -	\$0	\$0	
5236 - Voting System	\$ -	\$ 930	\$ 95,424	-\$95,424	\$0	19
7102 - Payments to Other Govt Agencies	\$ 593,817	\$ 681,693	\$ 955,328	\$95,424	\$1,050,752	Waiting on cost from SBE
8233 - Fleet Daily Carpool Rentals	\$ -	\$ 23,305	\$ 15,000	\$0	\$15,000	
<b>Total</b>	<b>\$ 898,033</b>	<b>\$ 1,636,993</b>	<b>\$ 1,993,527</b>	<b>-\$9,000</b>	<b>\$1,984,527</b>	

### Precinct Voter Counts Report

Precinct : All      Status : Active      Inactive      Status Reason: All      Split : All

	TOTAL	DEM	REP	LIB	UNA	OTHERS
PRECINCT 01001	1625	372	861	11	363	18
PRECINCT 01002	2590	1011	929	17	586	47
PRECINCT 01003	5336	1869	2025	30	1360	52
PRECINCT 01004	4549	1376	2091	16	1031	35
PRECINCT 01005	4831	1762	1747	44	1220	58
PRECINCT 01006	2432	804	995	20	564	49
PRECINCT 01007	4865	1630	2045	31	1124	35
PRECINCT 01008	1952	632	772	7	532	9
PRECINCT 01009	504	138	231	5	120	10
PRECINCT 01010	1457	621	420	11	388	17
PRECINCT 01011	2444	909	911	23	574	27
PRECINCT 01012	2285	963	770	10	511	31
PRECINCT 01013	3329	1478	946	26	840	39
PRECINCT 01014	4183	2098	992	27	1013	53
PRECINCT 01015	4291	1994	1250	30	968	49
PRECINCT 01016	4267	1639	1614	34	929	51
PRECINCT 01017	1887	768	633	14	436	36
PRECINCT 01018	2660	1164	822	19	627	28
PRECINCT 01019	3591	2062	565	23	859	82
PRECINCT 01020	3584	2181	501	9	809	84
PRECINCT 01021	5749	3099	1207	36	1324	83
PRECINCT 01022	2093	1042	499	13	504	35
PRECINCT 02001	3191	805	1629	30	693	34
PRECINCT 02002	390	115	183	6	81	5
PRECINCT 02003	53	19	23	0	11	0
PRECINCT 02004	195	59	80	5	45	6
PRECINCT 02005	1879	1009	367	15	467	21
PRECINCT 02006	3900	1642	1257	27	924	50
PRECINCT 02007	5652	2690	1397	51	1396	118
PRECINCT 02008	2417	1110	511	19	718	59
PRECINCT 02009	1055	391	270	16	366	12
PRECINCT 02010	2023	860	652	21	461	29
PRECINCT 03001	5789	1228	3234	47	1221	59

MDVOTERS \* = Former Precinct/Split

# Precinct Voter Counts Report

Precinct	Status : Active		Inactive		Status Reason: All		Split : All		OTHERS
	TOTAL	DEM	REP	LIB	UNA				
PRECINCT 03002	3114	763	1651	18	654			28	
PRECINCT 03003	3551	1005	1746	14	757			29	
PRECINCT 03004	3837	918	2146	26	734			13	
PRECINCT 03005	3286	901	1574	16	769			26	
PRECINCT 03006	6396	1788	3065	40	1452			51	
PRECINCT 03007	6538	1621	3293	42	1543			39	
PRECINCT 03008	2852	721	1496	13	602			20	
PRECINCT 03009	7486	1958	3840	47	1574			67	
PRECINCT 03010	2611	721	1251	16	594			29	
PRECINCT 03011	5496	1786	2379	39	1229			63	
PRECINCT 03012	639	183	306	9	132			9	
PRECINCT 03013	5688	1805	2447	43	1319			74	
PRECINCT 03014	3083	874	1420	15	751			23	
PRECINCT 03015	2616	821	1191	8	580			16	
PRECINCT 03016	5104	1588	2203	29	1231			53	
PRECINCT 03017	3326	959	1522	30	791			24	
PRECINCT 04001	2765	498	1687	17	540			23	
PRECINCT 04002	2212	484	1262	10	436			20	
PRECINCT 04003	3228	623	1943	19	620			23	
PRECINCT 04004	3023	705	1663	20	594			41	
PRECINCT 04005	2162	515	1170	13	447			17	
PRECINCT 04006	4043	973	2200	24	800			46	
PRECINCT 04007	697	186	370	2	134			5	
PRECINCT 05001	5507	1024	3396	35	1004			48	
PRECINCT 05002	2799	539	1630	19	573			38	
PRECINCT 05003	1683	372	918	12	358			23	
PRECINCT 06001	270	85	123	5	53			4	
PRECINCT 06002	2671	956	960	23	705			27	
PRECINCT 06003	771	337	226	5	195			8	
PRECINCT 06004	5213	2040	1757	16	1329			71	
PRECINCT 06005	4695	1976	1372	35	1210			102	
<b>Grand Total</b>	<b>204410</b>	<b>69265</b>	<b>84636</b>	<b>1353</b>	<b>46775</b>			<b>2381</b>	

MDVOTERS \* = Former Precinct/Split