



**CITY OF MADISON HEIGHTS**

**CITY HALL - LINDELL ROSS EXECUTIVE CONFERENCE ROOM,  
300 W. 13 MILE RD.**

**ELECTION COMMISSION MEETING AGENDA**

**OCTOBER 13, 2025 AT 5:00 PM**

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**CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF MINUTES**

- [1.](#) Election Commission Minutes of April 15, 2025

**MEETING OPEN TO THE PUBLIC**

**NEW BUSINESS**

- [2.](#) Resolution to Approve Precinct Boundaries Map, Polling Locations, and Precinct Numbers for the City of Madison Heights
- [3.](#) Appointment of City Clerk and Deputy City Clerk as Commission Delegate for the November 4, 2025 Election
- [4.](#) Approval of Election Inspectors
- [5.](#) Public Accuracy Test

**ADJOURNMENT**

NOTICE: Persons with disabilities needing accommodations for effective participation through electronic means in this meeting should contact the City Clerk at (248) 583-0826 or by email: [clerks@madison-heights.org](mailto:clerks@madison-heights.org) at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

Election Commission Meeting  
Madison Heights, Michigan  
April 15, 2025

A Election Commission Meeting was held on Tuesday, April 15, 2025 at 5:00 PM at City Hall  
- Executive Conference Room, 300 W. 13 Mile Rd.

**PRESENT**

Commissioner Sean Fleming  
Commissioner Larry Sherman  
Commissioner Cheryl Rottmann

**EC-25-01. Election Commission Meeting Minutes of October 2, 2024.**

Motion to approve the Election Commission Meeting Minutes of October 2, 2024, as printed.

Motion made by Commissioner Fleming, Seconded by Commissioner Sherman.

Voting Yea: Commissioner Fleming, Commissioner Sherman, Commissioner Rottmann

Motion carried.

**MEETING OPEN TO THE PUBLIC:**

There were no members of the public wishing to speak.

**EC-25-2. Appointment of City Clerk and Deputy City Clerk as Commission Delegate for the May 6, 2025 Election.**

Motion to appoint City Clerk Cheryl Rottmann and Deputy Clerk Phommady Boucher to serve as the Commission's Designees for the May 6, 2025 election to appoint alternate election inspectors in an emergency situation, appoint student inspectors, perform any duties as deemed necessary including conducting early processing and tabulation of absentee ballots by the absentee counting board inspectors and, to conduct the Preliminary Testing in accordance with State law.

Motion made by Commissioner Sherman, Seconded by Commissioner Fleming.

Voting Yea: Commissioner Fleming, Commissioner Sherman, Commissioner Rottmann

Motion carried.

**EC-25-3. Approval of Election Inspectors.**

Motion to approve the attached list of Election Inspectors for the May 6, 2025 Election.

Motion made by Commissioner Sherman, Seconded by Commissioner Fleming.

Voting Yea: Commissioner Fleming, Commissioner Sherman, Commissioner Rottmann  
Motion carried.

**EC-25-4. Public Accuracy Test.**

Motion affirming the Public Accuracy Test was held in accordance with MCL 168.778(6) for the May 6, 2025 Election and that the Accuracy Board hereby certifies that notice of this test was published 48 hours prior to the conduct of the test; the container holding the testing materials was sealed with seal number 158855 and Precinct 7 was tested at the Public Accuracy Test using the prepared test deck and that the results agree with the predetermined results of the test deck; and the test deck, predetermined results and results of the Public Accuracy Test were secured following the test under the seal number 158875.

Motion made by Commissioner Sherman, Seconded by Commissioner Fleming.

Voting Yea: Commissioner Fleming, Commissioner Sherman, Commissioner Rottmann  
Motion carried.

**ADJOURNMENT:**

Having no further business, Clerk Rottmann adjourned the meeting at 5:20 p.m.

MAY 6, 2025 ELECTION – ELECTION INSPECTORS

<u>First Name</u>	<u>Last Name</u>	<u>Precinct - Current Election</u>	<u>Party Affiliation</u>
Verna	Warren	Receiving Board	Democrat
Anna	Pereny	Receiving Board	Democrat
Phommady	Boucher	Receiving Board	Republican
Madhuparna	Rakshit	Receiving Board	Democrat
Shari	Peacock Nash	Receiving Board	Democrat
Madeline	Slaughter	Receiving Board	Republican
Mary	Daley	Receiving Board	Democrat
Robert	Brock	5-Public Library	Republican
Taylor	Dyer	5-Public Library	Democrat
Jeanette	Bezanson	5-Public Library	Democrat
Anita	Merrity	5-Public Library	Democrat
Aven	Noble	5-Public Library	Republican
Ellen	Lawson	6-Simmonds Elementary School	Democrat
Mary	Harp	6-Simmonds Elementary School	Republican
Ed	Moskwa	6-Simmonds Elementary School	Democrat
Deborah	Shepherd	6-Simmonds Elementary School	Democrat
Ann	Carney	6-Simmonds Elementary School	Republican
Sonja	Baldwin-Siegmann	7-James S. McCann Admin Center	Democrat
Carlos	Harp	7-James S. McCann Admin Center	Republican
Debbie	Ott	7-James S. McCann Admin Center	Democrat
Barbara	Kastle	7-James S. McCann Admin Center	Democrat
Marlynn	Hock	7-James S. McCann Admin Center	Republican
Steven	Potter	8-John Page Middle School	Republican
Magdalena	DiFranco	8-John Page Middle School	Democrat
Misha	McGuire	8-John Page Middle School	Democrat
Ashley	Strunk	8-John Page Middle School	Democrat
Kimberly	Oprins	8-John Page Middle School	Democrat
Jackson	Jankowski	8-John Page Middle School	Republican
Lisa	Carlson	9-Edmonson School	Democrat
Lorelynn	Fecteau	9-Edmonson School	Republican
April	Anselmo	9-Edmonson School	Democrat
Cathy	Ellison	9-Edmonson School	Democrat
Vita	Palazzolo	9-Edmonson School	Republican

Laura	Fox-Smith	99-City Hall AVCB	Republican
Peggy	Marentette	99-City Hall AVCB	Democrat
Marilyn	Mayle	99-City Hall AVCB	Republican
Penny	Chandler	99-City Hall AVCB	Democrat
E. Patricia	Shields	99-City Hall AVCB	Republican
Gerald	Chandler	99-City Hall AVCB	Democrat



# MEMO

## Office of the City Clerk

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To: Election Commission  
From: Cheryl Rottmann, City Clerk  
Date: October 10, 2025  
RE: Precinct Changes

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In 2020, the State of Michigan went through the Decennial Census and in 2022 underwent reapportionment of elected offices including U.S. House of Representatives, State Senate, State House Representative, and County Commissioner. Since the original reapportionment in 2022, both the Michigan Senate and Michigan House districts underwent legal challenges, resulting in legislative boundary changes for the City of Madison Heights. While the Michigan Representative Districts took effect in 2024, the Michigan Senate Districts will take effect in 2026. Every precinct in Madison Heights has been affected by these changes, and our new Michigan Senate number is 10. This will require the Clerk's office to send a new voter registration card to each registered voter in the city.

When making any changes to district maps, it is appropriate to review and make any changes to precinct boundaries at the same time. In addition, there have been legislative changes to Michigan Election Law, specifically allowing precinct size to increase from 2,999 to 4,999 active registered voters. This change has resulted from more voters choosing to vote early and having no-reason absentee voting. Further, in 2027/28 the State of Michigan will be requiring local governments to purchase new election equipment as our current equipment will be nearing its end of life. At the time of this memo, there is no clear funding allocated from the State or Federal governments for purchasing election equipment and consolidation will result in significant savings for the city. After review and analysis, I recommend the following precinct changes:

1. Change the number of precincts from 9 to 7. This is accomplished by:
  - a. Combining Precinct 6 & part of Precinct 8 (east of John R). These two precincts are geographically located next to each other. They will vote at John Page Middle School.
  - b. Combining part of Precinct 8 (west of John R) into Precinct 9. They will vote at John Page Middle School.

c. Combining a ½ of Precinct 2 (north of Eleven Mile Rd.) into Precinct 4. They will vote at Wilkinson Middle School.

Item 2.

2. Changing the precinct numbers of combined Precinct 6&8 to Precinct 6; Change the combined Precinct 8 & 9 to new Precinct 4; Changing the combined precinct 2 & 4 to new Precinct 2.

As required by MCL 168.661(3), the Election Commission is asked to approve a resolution with the proposed changes. According to the City of Madison Heights Charter, precinct changes also require an ordinance change. I will forward the Election Commission action to Council and an ordinance revision for their approval at the October 27, 2025 City Council meeting. January 6<sup>th</sup> is the deadline to submit precinct changes to the State of Michigan for the August 2026 election.

I am recommending that the Election Commission adopt the attached Resolution to Approve Precinct Boundary Descriptions, Polling Locations, and Precinct Numbers.

**A RESOLUTION  
TO APPROVE PRECINCT BOUNARIES MAP, POLLING LOCATIONS, AND  
PRECINCT NUMBERS FOR THE CITY OF MADISON HEIGHTS**

**BE IT RESOLVED**, that the Madison Heights City Election Commission hereby approves the proposed Precinct Boundary Map designating seven (7) precincts for the City of Madison Heights, along with the boundary description and list of polling locations;

**BE IT FURTHER RESOLVED** that all documentation be forwarded to the Bureau of Elections as approved by the Election Commission to be implemented for the August 2026 Primary Election.

Yeas:

Nays:

Resolution adopted by Madison Heights Election Commission at a meeting on October 13, 2025.

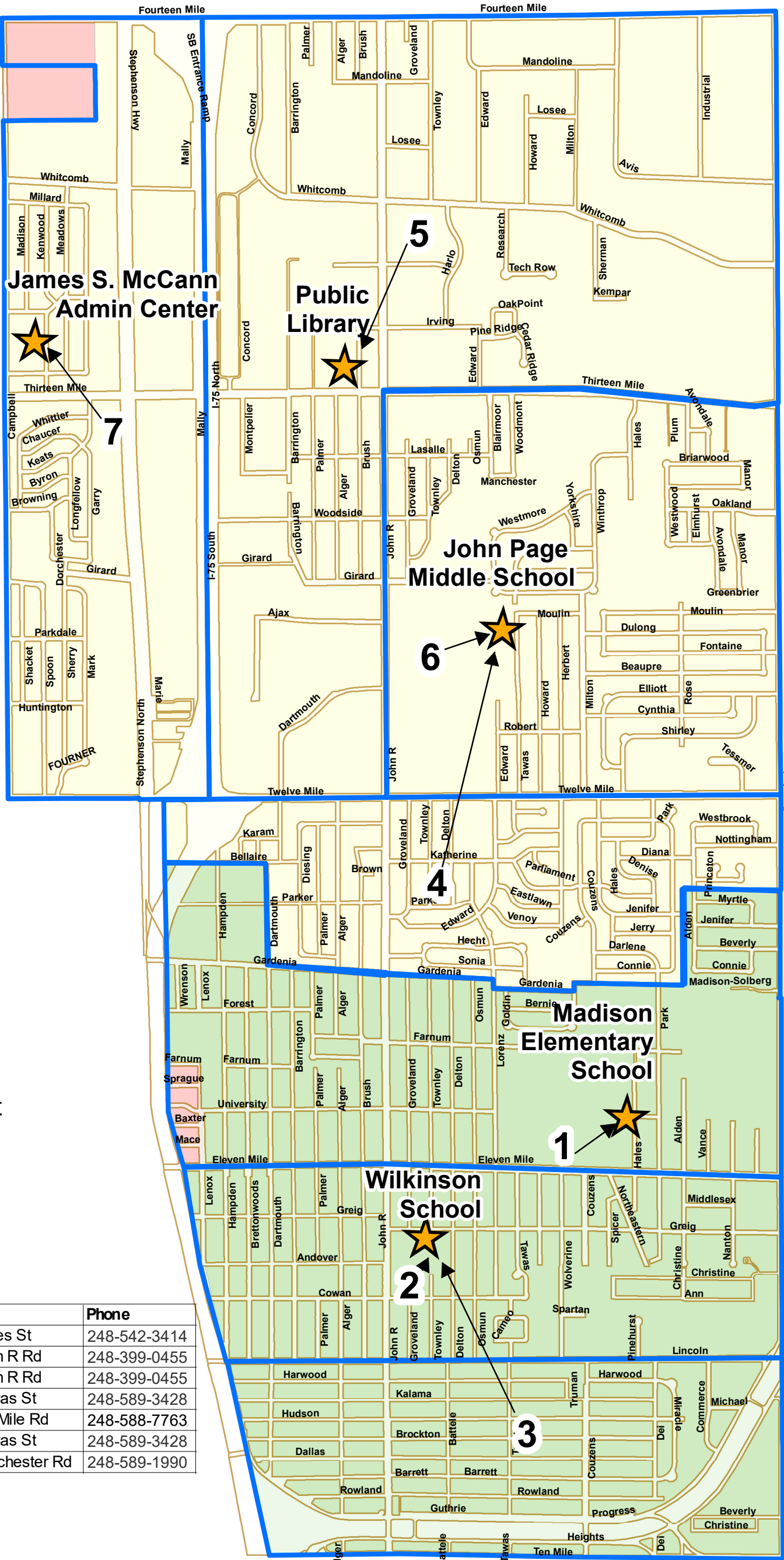
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Cheryl E. Rottmann  
City Clerk





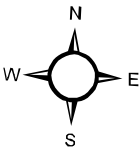
# Madison Heights - Voting Precincts



Effective as of  
August 4, 2026

- Voting Precinct
- Voting Location
- Royal Oak School District
- Lamphere School District
- Madison School District

Voting Precinct	Location	Address	Phone
1	Madison Elementary School	27107 Hales St	248-542-3414
2	Wilkinson School	26524 Jhn R Rd	248-399-0455
3	Wilkinson School	26524 Jhn R Rd	248-399-0455
4	John Page Middle School	29615 Tawas St	248-589-3428
5	Public Library	240 W. 13 Mile Rd	248-588-7763
6	John Page Middle School	29615 Tawas St	248-589-3428
7	James S McCann Admin Center	31201 Dorchester Rd	248-589-1990



1 inch = 1,542 feet

# Memorandum

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**To:** Election Commission  
**From:** Cheryl E. Rottmann, City Clerk  
**Date:** 10/8/25  
**Re:** Election Commission Designee

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The State of Michigan's Bureau of Elections and the Oakland County Election Division recommends that the Election Commission formerly adopt a motion giving the City Clerk the authorization to, on behalf of the Election Commission, conduct all necessary duties pertaining to the election, including preliminary testing of the ballots and appointment of emergency Election Inspectors. I would also like to request that the Deputy Clerk be included in this authorization. As such, I would request that the following motion be made at the Election Commission meeting of October 13, 2025:

Motion by , seconded by , to appoint City Clerk Cheryl Rottmann and Deputy Clerk Phommady Boucher to serve as the Commission's Designees for the November 4, 2025 election to appoint alternate election inspectors in an emergency situation, appoint student inspectors, perform any duties as deemed necessary including conducting early processing and tabulation of absentee ballots by the absentee counting board inspectors and, to conduct the Preliminary Testing in accordance with State law.

Please let me know if you have any questions.

# Memorandum

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**To:** Election Commission  
**From:** Cheryl E. Rottmann, City Clerk  
**Date:** 10/8/25  
**Re:** Precinct Workers

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I am in the process of finalizing the Precinct Inspector list for the Election Commission. I am still waiting for a few people to call back and confirm their appointments. I will present a list to the Election Commission at the meeting for review and authorization.

EC-25-. Public Accuracy Testing

Sample motion wording:

Motion by , seconded by, affirming the Public Accuracy Test was held in accordance with MCL 168.778(6) for the November 4, 2025 Election and that the Accuracy Board hereby certifies that notice of this test was published 48 hours prior to the conduct of the test; the container holding the testing materials was sealed with seal number 158804 and Precinct 9 was tested at the Public Accuracy Test using the prepared test deck and that the results agree with the predetermined results of the test deck; and the test deck, predetermined results and results of the Public Accuracy Test were secured following the test under the seal number 158815.