



# Rochester Hills

1000 Rochester Hills Dr  
Rochester Hills, MI 48309  
(248) 656-4600  
Home Page:  
[www.rochesterhills.org](http://www.rochesterhills.org)

## Master

**File Number: 2025-0402**

**File ID:** 2025-0402

**Type:** Administration

**Status:** To Committee

**Version:** 1

**Reference:** 2025-0402

**Controlling Body:** Elections  
Commission

**File Created Date :** 09/17/2025

**File Name:** Delegation of Elections Commission Duties to the  
City Clerk and her authorized assistants - November  
4, 2025 General Election

**Final Action:**

**Title label:** Delegation of Elections Commission Duties to the City Clerk and her authorized assistants -  
November 4, 2025 General Election.

**Notes:**

**Sponsors:**

**Enactment Date:**

**Attachments:**

**Enactment Number:**

**Contact:**

**Hearing Date:**

**Drafter:**

**Effective Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
---------------	--------------	-------	---------	----------	-----------	-----------------	---------

### Text of Legislative File 2025-0402

#### Title

Delegation of Elections Commission Duties to the City Clerk and her authorized assistants -  
November 4, 2025 General Election.

#### Body

**Resolved**, that the Elections Commission for the City of Rochester Hills hereby delegates the  
following list of duties to the City Clerk and her authorized assistants:

- Preparation of meeting materials for the Election Commission
- Providing election supplies and ballot containers
- Preliminary logic and accuracy testing