

Addendum to:

MUNICIPAL AGREEMENT TO JOINTLY CONDUCT EARLY VOTING
BETWEEN THE CITY OF STERLING HEIGHTS AND THE CITY OF UTICA in MACOMB COUNTY

Effective Date: June 5, 2024
Purpose: Addition of second Early Voting Site

EXHIBIT A: Early Voting Plan

No later than 120 days before the first statewide or federal election in each even numbered year, the Coordinator is responsible for ensuring an Early Voting Plan, covering the parties to the Municipal Agreement, is filed with the county clerk of the county in which the municipalities are located.

Not less than 45 days before the first early voting day allowed by statute, the Coordinator will be responsible for providing the Secretary of State any changes made to a previously submitted Early Voting Plan that affect the locations, dates, and hours of operation for each Joint Early Voting Site operated by the participating municipalities. This ensures that the correct information is posted on the Michigan Voter Information Center (MVIC) portion of the Department of State's website.

Plan Coverage: Municipal Agreement

Coordinator of Municipal Agreement:

Name of Coordinator	Position	Email Address	Phone Number
Melanie Ryska	City Clerk	mryska@sterling-heights.net	586.446.2420

Municipality 1:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
City of Sterling Heights	Melanie Ryska	40	105,508

Municipality 2:

Name of municipality	Clerk of municipality	Number of precincts in municipality	Number of registered electors in municipality
City of Utica	Lori Cooke	1	4,181

Early Voting Location Information:

	Early voting site #1	Early voting site #2	Early voting site #3
Location of site	Sterling Heights Community Center, 40250 Dodge Park Road, Sterling Heights, MI 48313	Chaldean Community Foundation, 3601 15 Mile Rd, Sterling Heights, MI 48310	
Municipalities served at site	2	2	
Number of Election Workers at site	7	7	
Is this an EV site for all 9 days of Constitutionally-required early voting? (Y/N)	Yes	Yes	
Hours for 9 days of Constitutionally-required early voting	9am – 5pm	9am – 5pm	
How many (if any) additional days of early voting will be provided at this site?	n/a	n/a	
Hours for any additional days of early voting	n/a	n/a	
Is this site ADA compliant?	Yes	Yes	
In selecting this site, did you take into account expected turnout, population density, public transportation, accessibility, travel time, travel patterns, and any other relevant considerations?	Yes	Yes	

Early Voting Equipment Information:

	Early voting site #1	Early voting site #2	Early voting site #3
Number of tabulators at site	3	3	
Municipality responsible for providing tabulators	Sterling Heights – 2 Utica - 1	Sterling Heights – 2 Utica - 1	
Number of early voting poll book laptops	6		
Municipality responsible for providing early voting poll book laptops	Sterling Heights - 2	Sterling Heights - 2	
Clerk responsible for taking the necessary steps to set up	Sterling Heights	Sterling Heights	

the early voting poll book laptops			
Board of election commissioners responsible for testing equipment	Sterling Heights	Sterling Heights	

EXHIBIT B: SITE SUPERVISORS

Early Voting Site Supervisors:

	Supervisor at Early voting site #1	Supervisor at Early voting site #2	Supervisor at Early voting site #3
Early Voting Day 1	Melanie Ryska or designee	Melanie Ryska or designee	
Early Voting Day 2	Melanie Ryska or designee	Melanie Ryska or designee	
Early Voting Day 3	Melanie Ryska or designee	Melanie Ryska or designee	
Early Voting Day 4	Melanie Ryska or designee	Melanie Ryska or designee	
Early Voting Day 5	Melanie Ryska or designee	Melanie Ryska or designee	
Early Voting Day 6	Melanie Ryska or designee	Melanie Ryska or designee	
Early Voting Day 7	Melanie Ryska or designee	Melanie Ryska or designee	
Early Voting Day 8	Melanie Ryska or designee	Melanie Ryska or designee	
Early Voting Day 9	Melanie Ryska or designee	Melanie Ryska or designee	

Describe the communication strategy for informing electors of their opportunity for early voting:

Sterling Heights will do extensive outreach to educate voters on their voting option beginning in 2024, including 9 days of early voting. Direct mailers, community forums, community events, social media, website, emails, flyers, visit housing facilities, etc.

Utica will do extensive outreach to educate voters on their voting option beginning in 2024, including 9 days of early voting. Direct mailers, community forums, community events, social media, website, emails, flyers, visit housing facilities, etc.

Melanie D. Ryska, Sterling Heights Signature Date

Lori Cooke, Utica Signature Date