Revised 01/27/2016

MARICOPA COUNTY ELECTIONS DEPARTMENT

MENU OF SERVICE – JURISDICTIONS (COUNTYWIDE BALLOT)

CITY CLERK ORIGINAL

CITY OF GLENDALE
JURISDICTION

C-10727
03/22/2016

SHARED WITH ANOTHER COUNTY? N/A

COPY OF ACTION CALLING ELECTION IS ATTACHED (MEETING MINUTES, RESOLUTION, NOTICE, ETC.) [ ]
BOARD MEETING DATE: _____

TITLE OF ELECTION	PRIMARY / GENERAL	TOTAL VOTER REG	106,052
ELECTION DATE	8/30/2016 & 11/8/2016	AS OF	2/2/2016
LAST DAY TO REGISTER	8/01/2016 & 10/10/2016	TOTAL # ON "PEVL"	
		COST PER REG VOTER	$0.50

CANDIDATES? YES [X] NO [ ]

IF YES, OFFICE(S) TO BE ELECTED:	NUMBER TO ELECT:
MAYOR	1
COUNCILMEMBER (Sahuaro, Yucca, Cactus)	1 EACH
LAST DAY FOR CANDIDATE FILING / WRITE IN DEADLINE	June 1, 2016 / July 21, 2016

BALLOT QUESTIONS ? YES [X] NO [ ]

IF YES, IDENTIFY THE TYPE AND NUMBER OF MEASURES TO APPEAR ON THE BALLOT:

General Plan

(Prop # ____)

CONTACT INFORMATION – SIGNOFF ON BALLOT LANGUAGE

PRIMARY CONTACT: PAM HANNA. CITY CLERK

(Individual(s) Authorized To Sign Off On All Proofs)

WORK PHONE #	623-930-2030	EMAIL ADDRESS	phanna@glendaleaz.com
HOME PHONE #	623-266-0372	FAX #	623-463-6678
CELL PHONE #	623-262-1980	ALTERNATE #	

SECONDARY CONTACT: DARCIE MCCRACKEN. DEPUTY CITY CLERK

WORK PHONE #	623-930-3261	EMAIL ADDRESS	dmccracken@glendaleaz.com
HOME PHONE #	623-334-0065	FAX #	623-463-6678
CELL PHONE #	623-762-8836	ALTERNATE #	

ATTORNEY INFO:

WORK PHONE #		EMAIL ADDRESS	
HOME PHONE #		FAX #	
CELL PHONE #		ALTERNATE #	

PRINTING

The Maricopa County Elections Department (MCED) conducts all elections on the Insight Optech (Optical Scan System). The statutory required amount of ballots must be designed, ordered and printed through MCED. 102% ballots shall be printed.

TRANSLATION

[X] Spanish Translation of ballot text shall be provided by MCED; the translator is bonded, certified, and has been approved by the U.S. Department of Justice. In order to maintain the integrity of the translation, **no changes shall be allowed to translation provided by MCED.** The Jurisdiction is responsible to insure the MCED Spanish Translation also appears in the Information Report, Publicity Pamphlet and Sample Ballot.

[ ] **Jurisdiction will provide their own Spanish translation of ballot text, and will assume all responsibilities regarding the translations accuracy.**

NATIVE AMERICAN TRANSLATION PROVIDED BY MCED: All election related materials must be translated into the Native American languages as specified on the Federal Register, if a portion of the jurisdiction is located on Indian reservation. A translator must be present at each polling place affected on Election Day. Translation and translator(s) shall be provided by MCED.

Is any portion of the district located on Indian reservation? **YES** [ ] **NO** [X]

IF YES, which Tribe/Reservation? **N/A**

REASONABLE ACCOMMODATIONS

MCED will provide reasonable accommodations of the ballot and election materials such as the publicity pamphlet in Large Print, Braille and Audio formats *upon request only*. These requests shall allow adequate time for production and distribution to the voter. The jurisdiction shall refer such requests to MCED. Please provide an electronic copy of the Publicity Pamphlet text in word format for replication in alternative format.

CONTACT INFORMATION: Mary Fontes, Federal Compliance Officer
MFontes@risc.maricopa.gov
(602) 506-1270

MAPPING

BOUNDARY CONFIRMATION: An electronic map (PDF format) and spatial data is provided to the City or Town Clerk (on CD) for approval of boundary information. Please respond within 10 business days with any corrections to the map to **MCED GIS: gismail@risc.maricopa.gov**. ***If no reply is received by MCED GIS, the district boundaries will be deemed approved by the City or Town Clerk.***

ANNEXATION INFORMATION: Are there any pending annexations? **YES** [ ] **NO** [X]
*(Pending Annexations must be effective no later than **69 days prior** to the election)*
If yes, provide details of each annexation below:

_____

_____

[X] CD including map & spatial data was provided at the Menu of Service Meeting held on: **FEBRUARY 8, 2016**

[ ] CD including map & spatial data was mailed on: _____

BALLOT LAYOUT

The Jurisdiction's candidates and ballot measure(s) – if applicable – will appear on the same ballot as the state & county candidates and ballot measures as well as local offices and ballot measures.

The Jurisdiction is responsible for providing the information necessary for ballot layout for each election applicable. Information to be provided to MCED by email to: **Rey Valenzuela & Chris Johnson** through the following email address: Ballot-Info@risc.maricopa.gov

105 DAYS PRIOR TO THE ELECTION: ***(MAY 17, 2016) & (JULY 26, 2016)***
Jurisdiction shall submit **FINAL** ballot language to MCED** **(Full Text & Tag-Line Ballot Text REQUIRED)**

** FULL TEXT IS THE COMPLETE TEXT OF THE MEASURE (*E.G. OFFICIAL TITLE, DESCRIPTIVE TITLE, YES & NO STATEMENTS, ETC.*) AND TAG-LINE TEXT IS A CONDENSED VERSION OF THE FULL TEXT AS PRESCRIBED BY ARS §16.502 M. ***(ONLY TAG-LINE TEXT WILL APPEAR ON THE BALLOT)***

90 DAYS PRIOR TO THE ELECTION: ***(JUNE 1, 2016) & (AUGUST 10, 2016)***
Jurisdiction shall submit candidates' names to MCED by 7:00 p.m.
(For a General or Runoff Election, names must be submitted by email within 48 hours after the final official results have been provided) ***If within 48 hours an email has not been received it will be the understanding of MCED that an election is not required and therefore will not be added to the election setup.***

ROTATION OF BALLOT NAMES:

[X] MCED will provide rotation of candidate names by Election District as required by law. *(by precinct)*

[ ] Jurisdiction will provide rotation of candidate names.*

*BALLOT NAMES MUST BE SUBMITTED TO MCED 90 DAYS PRIOR TO THE ELECTION BY 7:00 P.M., IF NOTICE OR SPECIAL MEETING IS REQUIRED, IT MUST BE DONE PRIOR TO THE DEADLINE.

CANDIDATE BALLOT PROOF N/A [ ]

89 DAYS PRIOR TO ELECTION MCED shall provide jurisdiction with a TEXTUAL BALLOT PROOF.

89 DAYS PRIOR TO ELECTION Jurisdiction shall provide candidates with a TEXTUAL BALLOT PROOF for verification of candidates' names.

84 DAYS PRIOR TO THE ELECTION Jurisdiction shall notify MCED of any changes or *corrections** to the TEXTUAL BALLOT PROOF.

The TEXTUAL BALLOT PROOF shall be used as a galley proof to verify the spelling of candidates' names.

ISSUE(S) BALLOT PROOF N/A [ ]

104 DAYS PRIOR TO ELECTION MCED shall provide the Jurisdiction with a TEXTUAL BALLOT PROOF of its' issue(s). This proof shall contain the English only version of the ballot issue(s).

100 DAYS PRIOR TO THE ELECTION the Jurisdiction shall notify MCED of any *corrections** to the BALLOT. Sign-off will indicate that text of the issue(s) is final and approved for translation to Spanish.

COSMETIC BALLOT PROOF

UPON COMPLETION OF THE ACTUAL BALLOT, MCED shall provide the Jurisdiction with a COSMETIC BALLOT PROOF that provides the Jurisdiction with sample(s) of an actual version of their ballot as it will appear to the voters. This COSMETIC BALLOT PROOF shall require sign-off to authorize the production of the actual ballot. Any *corrections** made at this point can incur additional charges as outlined below. DUE TO THE TIGHT TIMEFRAMES BETWEEN HAVING THIS PROOF AVAILABLE AND THE NEED TO GO TO PRINT, IT WILL BE **REQUIRED** THAT THE INDIVIDUAL(S) AUTHORIZED TO SIGN OFF ON PROOFS BE AVAILABLE FOR CONTACT AT ANY TIME, INCLUDING POSSIBLY WEEKENDS OR HOLIDAYS. The turnaround timeframe for review can be as little as 2 hours due to the timeframes in place for printing.

CORRECTIONS ARE DEFINED AS MISSPELLINGS, GRAMMATICAL ERRORS, OR TYPING ERRORS NOT CONTAINED IN THE ORIGINAL TEXT PROVIDED TO MCED.

IF DEADLINES ARE NOT ADHERED TO, MCED IS NOT ABLE NOR OBLIGATED TO GUARANTEE PUBLICATION OF YOUR ELECTION MATERIALS IN COMPLIANCE WITH DATES ESTABLISHED BY LAW.

JURISDICTION SHALL INCUR A FEE OF UP TO $5,000 PER DAY FOR SUBMITTING CHANGES TO A SIGNED PROOF, AND THIS AGREEMENT IS SUBJECT TO IMMEDIATE CANCELLATION BY MCED

PUBLICITY PAMPHLET MAILING INFORMATION

N/A ☐

Jurisdiction is responsible for layout, preparation and printing. The sample ballot shall be included in the Jurisdiction's Publicity Pamphlet. Extra copies, for public distribution (20 copies), must be provided to MCED at least 35 days prior to the Election.

MCED will provide the following for mailing purposes:

VR02 – Mailing label file (by household) to Vendor: PENDING (Vendor Name) **on** _____ (Date)

Will the Jurisdiction be mailing a Supplemental Publicity Pamphlet?* **YES** ☐ **NO** X
***(if yes, there is an additional cost)**

*If Yes, the mailing label file will be provided the Monday following the cut-off of voter registration. Clerk must make arrangements with the vendor for additional printing.

RUNOFF / GENERAL / SPECIAL ELECTION

N/A X

VR02 – Mailing label file (by household) to Vendor: _____ (Vendor Name) **on** _____ (Date)

Will the Jurisdiction be mailing a Supplemental Publicity Pamphlet?* **YES** ☐ **NO** ☐
***(if yes, there is an additional cost)**

*If Yes, the mailing label file will be provided the Monday following the cut-off of voter registration. Clerk must make arrangements with the vendor for additional printing.

SAMPLE BALLOTS

Maricopa County Elections Department will create and mail Sample Ballots for the Election. The Sample Ballot created by MCED will contain the candidate's names and text (*Full & Tag-Line*) of the issues for the jurisdiction. No other information related to the issues or candidates will be provided in this Sample Ballot mailing. The sample ballot shall be included in the jurisdiction's Publicity Pamphlet if applicable.

MAILING

MCED shall not mail printed material it has not produced; therefore, the following applies only to SAMPLE BALLOTS that MCED has generated.

Sample Ballots will be mailed no later than 11 days prior to the election pursuant to ARS 16-461.D, E.

POSTAL INDICIA/RETURN ADDRESS INFORMATION

US Postal Indicia to be used for mailing Sample Ballot shall be **MCED RETURN ADDRESS AND INDICIA**.

POLLING LOCATIONS

MCED WILL OBTAIN THE POLLING LOCATIONS.
(This includes calling to reserve each site and mailing an agreement to each location.)

STATE LAW REQUIRES 1 POLLING LOCATION FOR EACH VOTING PRECINCT. However, there is a possibility for some precincts to be co-located at one facility. Polling Locations are made available to the public 80 days prior to the election and are available online at:

80 DAYS: **6/11/2016 & 8/20/2016**

Polling Place Locator Page: http://recorder.maricopa.gov/pollingplace/

ELECTION PERSONNEL

MCED WILL RECRUIT POLL WORKERS.
Of Workers per board 6-9 Bilingual board workers will be hired in areas as required.
(U.S. Census data by precinct will be used to determine bilingual areas.)

MCED WILL TRAIN & COMEPENSATE POLL WORKERS.
Pay Scale: Inspectors $115; Others $100; (Plus $25 if certified Premium; $10 attending regular training; $25 attending bilingual training; $5 for Setup)

TROUBLESHOOTERS

Troubleshooters are trained individuals who serve as a liaison between MCED and the poll workers. Troubleshooters are supplied with radios or cellular telephones for direct access during the Monday set-up meetings and on Election Day.

MCED WILL RECRUIT, TRAIN AND COMPENSATE TROUBLESHOOTERS.
Pay Scale: Premium Troubleshooters: $15 hr; Regular $10/hr; Training $10; (plus mileage)

HOTLINE – MONDAY SET-UP / ELECTION DAY

HOURS OF OPERATION: Saturday (prior to election) from 12 Noon until 5pm, Sunday from 9am until 5pm, Monday from 12 noon until completion of set-up meetings and Election Day from 5:30am until all poll workers and troubleshooters have departed.

POLL WORKER / CAMPAIGN FINANCE TRAINING

Election board worker training begins approximately 1 month prior to the election. Campaign Finance Training is also available upon request ($50 per hr, min 2 hrs). For a listing of training classes available, or to schedule a date for Campaign Finance Training, contact Kristi Passarelli at kpassarelli@risc.maricopa.gov or (602) 506-8344 or Berta Ramirez at bramirez@risc.maricopa.gov or (602) 506-0938.

Suggested Location: GLENDALE ADULT CENTER or LIBRARY (if needed)

Room Capacity: [ ]

Campaign Finance Training: **YES** [ ] **NO** [X]

Date: _____

EARLY VOTING INFORMATION:

Early Voting begins: (*27 days prior*)	***August 3, 2016 & October 12, 2016***
Last day to request an early ballot:	***August 19, 2016 & October 28, 2016***
Last day to vote early (in person):	***FRIDAY BEFORE ELECTION: Aug 26 & Nov 4***

PERMANENT EARLY VOTING LIST "PEVL"

90 Day Notice: Pursuant to ARS §16-544.D, Not less than ninety days before an election held in August or March, the County Recorder or other officer in charge of elections shall mail to all voters who are eligible for the election and who are included on the permanent early voting list an election notice. The notice shall include the dates of the elections that are the subject of the notice, the dates that the voter's ballot is expected to be mailed and the address where the ballot will be mailed.

Current PEVL figures can be found online at: http://recorder.maricopa.gov/voterregnet/PEVL.aspx

EARLY BALLOT REQUESTS: Requests for early ballots, received by your Jurisdiction, must be received by MCED no later than 5:00 p.m. on the 11th day preceding the election. ***REQUESTS THAT HAVE BEEN RECEIVED BY YOUR OFFICE FOR EARLY BALLOTS CAN BE FAXED TO:*** 480-360-3628 or digitally sent to EVReq@risc.maricopa.gov. Voters can request an early ballot by TELEPHONE at 602-506-1511, INTERNET at www.recorder.maricopa.gov, or by MAIL to MARICOPA COUNTY ELECTIONS, 510 S 3rd Ave, PHOENIX AZ, 85003. MCED strictly adheres to A.R.S. 16-542-F, which defines "emergency voting."

EARLY VOTING / SATELLITE LOCATIONS

MCED shall maintain and operate early voting at all three Recorder/Elections offices. For an additional site(s) requested by the Jurisdiction, **payroll for staffing these sites is the responsibility of the Jurisdiction.** MCED will provide equipment, supplies and training for the site(s).

MCED will automatically mail early ballots for the General Election to voters that requested early ballots for the Primary Election unless the voter specifically indicates otherwise. As standard practice, those voters that vote early at a satellite office will not be included.

If the Jurisdiction hosts an Early Voting Site for the Primary Election and is not required to hold a General / Runoff Election, MCED will staff and pay the workers at the Early Voting Site for the General Election. As part of this agreement, the Jurisdiction agrees to make the location available for both elections.

HOURS OF OPERATION: All Early Voting / Satellite locations shall remain open until 5:00 p.m. on the Friday preceding Election Day as required by law, or until the latest hour of operation prior to 5:00 pm on the Friday preceding Election Day.

For those jurisdictions on a four day work schedule, early voting shall be conducted during regular business hours.

ADDITIONAL EARLY VOTING LOCATIONS ARE AVAILABLE ON THE MCED WEBSITE:
http://recorder.maricopa.gov/elections/evlocations.aspx

COUNTER VOTING: **Do you want to conduct Counter Voting?** **YES** [ ] **NO** [X]

If **YES**, the following applies:

- EV Starts 27 days prior to the election. EV will begin at the jurisdiction on the Monday after.*
- Payroll for staffing the Early Voting Site(s) is the responsibility of the Jurisdiction.
- Equipment, Supplies and Training will be provided by MCED.
- All EV Sites will be "ballot on demand" systems unless otherwise indicated. Any registered voter must have the ability to vote at any location.

* Do you want to begin early voting on the same day as MCED? **YES** [ ] **NO** [ ]
If No, EV will begin the following Monday.

If **NO** to Counter Voting, do you want a Ballot Box Only for early ballot drop off? **YES** [X] **NO** [ ]

EV STAFFING:
Do you have a bilingual employee available for language assistance during voting hours? **YES** [ ] **NO** [X]

EQUIPMENT: Procedures and Early Voting Supplies will be provided by MCED for Jurisdiction's counter voting. Early Voting Sites include the EDGE Touch Screen voting machine, laptop and ballot on demand printer. ***Training by MCED is required for staff conducting early voting.***

EARLY VOTING - SATELLITE LOCATION OPTION [X] N/A

Suggested Satellite Location(s): [ ]
Satellite locations must be approved by MCED.

- EV begins 26 days prior to the election. EV will begin at the Jurisdiction on the Monday after.*
- Payroll for staffing the EV Site(s) is the responsibility of the Jurisdiction.
- Equipment, Supplies and Training will be provided by MCED.
- All EV Sites will be "ballot on demand" systems. Any registered voter must have the ability to vote at any location.
- If EV hours will be different from office hours, a schedule must be provided to MCED prior to the start of EV.

*Do you want to begin early voting on the same day as MCED? **YES** [ ] **NO** [ ]
If No, EV will begin the following Monday.

EARLY VOTING - PROCESSING

MCED will process and verify signatures on Jurisdiction's mail ballots.

ELECTION DAY SUPPLIES

MCED will deliver and pick up Jurisdiction's polling place supplies.

E-POLLBOOKS

Electronic Pollbooks will be used at each polling place.
MCED will provide a minimum of two e-Pollbooks at each polling location.

PUBLIC RECORD REQUESTS – VOTER DATA

VM51 – Public Record Voter Listing will be provided upon request

[ ] MCED shall process public record requests for voter information on behalf of the Jurisdiction. Forms are available online: *http://recorder.maricopa.gov/elections/pr_requestforms.aspx*

[X] Jurisdiction shall process all public record requests for voter information.*

***Jurisdiction shall provide the following information to all persons obtaining voter data:**

MCED VOTER LISTS, REGISTERS AND FILES CONTAIN RESTRICTED DATA - RELEASE OR DISTRIBUTION OF ALL OR ANY PORTION OF SUCH INFORMATION IS RESTRICTED AND IN SOME CASES PROHIBITED BY LAW, SUBJECT TO CRIMINAL PROSECUTION.

Data contained on electronic media and paper provided to the Jurisdiction containing voter registration files, lists or reports are derived from the County's General Register. The data is the property of the Record Custodian, Maricopa County Elections Department. Pursuant to Arizona law, the data is subject to protections and restrictions. Release, distribution or use of this information is prohibited except by Maricopa County and as disclosed in written request to the Maricopa County Record Custodian, or pursuant to A.R.S. §16-168D, or pursuant to written authorization by the Record Custodian approving release or distribution to, or use by, anyone other than the original requester, or to any person or for any purpose not stated or disclosed in the original request. Persons using this information for any purpose except those authorized by law are subject to fine and/or imprisonment. Furthermore, any person who obtains this data for a commercial purpose without indicating the commercial purpose, or any person who uses or knowingly allows the use of this record for a commercial purpose, or for a different commercial purpose than originally stated, or who obtains this data from anyone other than the Custodian of the Record and uses the information for a commercial purpose, is liable to the County for treble damages and attorney fees, in addition to penalties provided by law.

VOTER DATA REPORTS

All files will be produced in .txt format on CD for pickup or electronically for download on the Jurisdiction's VPN as indicated below:

** File (field) layout documents are available upon request for all data files,.*

SELECT PREFERRED METHOD:

[X] VPN - Electronic Download

[ ] CD

[ ] Jurisdiction to PICK UP CD

Where? [ ] DWTN 111 S. 3rd Ave [ ] MCTEC 510 S 3rd Ave [ ] MESA 222 E Javelina Dr.

[ ] CD TO BE MAILED

Mailing Address:

SELECT REPORTS:

☐ **OFFICE USE Voter Registration List (for Jurisdictional Office Use ONLY)**
VM34 Party File - voter registration file for the Jurisdiction: contains voter name, ID #, mailing and residential address, party affiliation, and voting history for all voters – both active and inactive

☒ **Early Voter List: REQUESTED**
EV32 ***(Contains: Voter ID, Voter Name, Mailing Address, Telephone Number)***
Report runs **DAILY** throughout the duration of the Early Ballot request period. The first CD/Electronic download will be available 33 days prior to the election. The final CD/Electronic Download will be available the Monday after the last day of early voting.

☒ **Early Voter List: RETURNED**
EV33 ***(Contains: Voter ID, Voter Name, Mailing Address, Telephone Number)***
Report runs **DAILY** throughout the duration of the Early Ballot Request period. The first CD/Electronic download will be available the Monday following the mailing of the ballots. The final CD/Electronic download will be available the Monday before the election.

☒ **Voted File**
VM55 ***(Contains: Voter ID, Voter Name, Residence Address, Telephone Number, Precinct or District, Political Party, Ballot Type)***
Report will be available within 2 weeks after the election.

LOGIC AND ACCURACY TEST

The Logic and Accuracy Test dates will be determined by the Secretary of State. You will be notified with the date and time of the test as soon as it becomes available.

MCED will provide a letter to the Secretary of State for the tabulation program.

The date, time and place of the Logic and Accuracy Test must be advertised at least 48 hours before the test. **MCED will advertise the test in the Record Reporter.**

RSVP at least one day prior to the test.

LOCATION: Maricopa County Elections Dept., 510 S. 3rd Ave., Phoenix;
(Northwest corner of 3rd Avenue and Lincoln - Downtown Phoenix)

MEMORY PACK SITES

Poll workers will bring the voted ballots and memory packs to a location designated by MCED. An analog phone line is necessary to transmit the results to election central. If a city/town facility is requested, MCED Staff will conduct an evaluation 2 weeks prior to the election. MCED will staff the site.

BALLOT TABULATION

MCED SHALL PERFORM the tabulation for Jurisdiction.

Jurisdiction Canvass Date: ***Tentative*** **September 19, 2016**

ELECTION RESULTS

Election night results will be released *after 8:00PM.*

Results are available online at http://recorder.maricopa.gov/electionresults/

The unofficial results will be e-mailed to you on election night. A "test" email will be sent at 6:30PM to ensure that the email address provided below is accurate. Shortly after 8:00 PM, you will receive the following information by email: "unofficial early results" and a summary of "unofficial combined results". These results will also be posted the County Recorder's webpage. Once all precincts have reported, you will receive an additional email containing an updated "unofficial combined results" summary. Official Results will be available after all ballots including "conditional provisional ballots" have been processed and counted. Primary (Friday after 5:00PM)* General (Tuesday after 5:00PM)* Canvass reports will be provided upon completion of tabulation. **These times may vary*

Election Night Contact: E-MAIL RESULTS TO: phanna@glendaleaz.com & dmccracken@glendaleaz.com

Phone #: **Pam (623) 930-2030 Darcie (623) 930-3261** Alternate #: Darcie (Cell) 602 762 8836

If corrections are needed to the above, email Kristi at: kpassarelli@risc.maricopa.gov

POST ELECTION ID VERIFICATION

All City/Town Clerk Offices are designated as Post Election ID Verification Sites for ALL elections. The Clerk and staff must sign an oath of office to be appointed as Deputy County Recorders to be authorized to verify ID. At 5:00 PM on the last day (*5 days after a Federal General Election and 3 days after all other elections*), the City/Town Clerk's office shall notify the Elections Department by phone, fax or email (kpassarelli@risc.maricopa.gov) of the status of verification. (***Even if there have not been any voters that have come in to provide ID***)

What are your current hours of operation: **Mon-Fri 8am-5pm** **or** **Mon-Thurs 7am-6pm**
(circle one)

STORAGE & RETENTION

MCED shall retain all materials related to the election (voted ballots, official envelopes, etc.)

ACKNOWLEDGEMENTS

By signing below, I hereby agree to all of the content described in this Menu of Service Agreement.

DATE:	**2/8/2016**
SIGNATURE FOR THE JURISDICTION:	**X:** See attached
PRINTED NAME:	PAM HANNA
TITLE:	CITY CLERK
PHONE NUMBER	(623) 930-2030
FAX NUMBER	(623) 463-6678
EMAIL ADDRESS	phanna@glendaleaz.com
STREET ADDRESS	5850 W Glendale Ave
CITY / ZIP	Glendale, AZ 85301
SIGNATURE FOR MCED:	**X:** K Passarelli
MCED PRINTED NAME:	KRISTI PASSARELLI
MCED TITLE:	ASSISTANT DIRECTOR
MCED PHONE NUMBER	(602) 506-8344 or (602) 526-1520 cell
MCED FAX NUMBER	(602) 506-3069
MCED EMAIL ADDRESS	kpassarelli@risc.maricopa.gov
MCED STREET ADDRESS	111 S 3RD AVE, PHOENIX 85003

CITY OF GLENDALE, an Arizona
municipal corporation

for Kevin R. Phelps

Kevin R. Phelps
City Manager

ATTEST:

Pamela Hanna, (SEAL)
City Clerk

APPROVED AS TO FORM:

Michael D. Bailey,
City Attorney