

# CITY CLERK

C-8930-3  
09/15/2015

## MARICOPA COUNTY FACILITY USE AGREEMENT

**ORIGINAL**

ELECTION DATE(S) 11/8/2016 DATE ISSUED: 7/22/2015

PRECINCT NUMBER(S) 0029

FACILITY #:	13841	TAX ID #:	86-6000247
FACILITY NAME:	DEER VALLEY FIRE STATION #156	CITY/ZIP:	GLENDAL 85308
FACILITY ADDRESS:	6801 W DEER VALLEY RD	CITY/ZIP:	GLENDAL 85301
MAILING ADDRESS:	6829 N 58TH DR		
FAX NUMBER:	623-847-5313		
EMAIL ADDRESS:	LCORTES@GLENDALAZ.COM		

PERMISSION IS HEREBY GRANTED TO MARICOPA COUNTY FOR ACCESS AND USE OF OUR FACILITY AS FOLLOWS:

POLLING SITE  EARLY VOTING  MPS/RECEIVING SITE  TRAINING  SUPPLY DEPOT  ID VERIFICATION

**SPECIFICATIONS:** The room where the Election will be held is known to the public as: COMMUNITY ROOM

- ◆ Have there been any structural changes to your facility in the last year which would affect voter accessibility to the polling place? Yes  No
- ◆ Two 6ft tables will be available for use by the Election Board? Yes  No
- ◆ Six chairs will be available for use by the Election Board? Yes  No
- ◆ Restroom facilities will be available to the Election Board? Yes  No
- ◆ Telephone will be available to Election Board from 5:30AM-9:00PM\*? Yes  No   
If yes, provide the number and location of the telephone Phone # ( ) \_\_\_\_\_ Location \_\_\_\_\_
- ◆ Does your facility require a copy of our insurance? Yes  No
- ◆ Facility will be available for Elections setup on Monday from 12 noon-9:00PM\*? Yes  No
- ◆ Facility will be available for Election Day from 5:30AM-9:00PM\* Yes  No

*\*this is an estimated ending time*

### ELECTION SCHEDULE: \*\*ELECTIONS ARE ALWAYS ON A TUESDAY\*\*

**Dates/Hours of Access and Use by Maricopa County:** This facility grants to and authorizes Maricopa County right of entry, full access and use as follows:

**1. Equipment/Supplies:** MCED will deliver and secure the equipment/supplies at the facility M-F during the week preceding the date of the election, between the hours of 7AM and 5PM. If this schedule is impossible, please indicate a date and time: \_\_\_\_\_

**Pick-up:** MCED will pick up within five (5) business days after the election between the hours of 7AM and 5PM. (Equipment will be picked up in the same order it was delivered). If this schedule is absolutely impossible, please indicate the time and date: \_\_\_\_\_

**NOTE:** Delivery the day before & Pick-up the day after the election can only be accommodated for extreme circumstances.

**1A. Early Voting Site:** Delivery and Setup will take place 29 days prior to the date of the election. Pickup of supplies will be the week after the close of early voting M-F between 8AM-5PM.

**2. Setup: Monday prior to the election,** board members are required to set-up the facility for voting and will need access during the afternoon or evening for approximately 2 hours. The inspector will call to make arrangements with you approximately 2 weeks before election.

**3. Election Day: Facility MUST be open for the election board no later than 5:30 AM on Election morning.** The County's right of entry extends to access determined necessary by the County to ensure voting begins promptly at 6:00 AM on Election Day and all acts necessary thereto. Voting hours are 6:00 AM - 7:00 PM as required by law; Facility is needed from 5:30AM - 9:00PM or later as necessary.

**3A. MPS/Receiving Site:** Facility must be open from 5:30PM - 10:00PM. Fax or phone lines will be tested by MCED prior to use.

**4. SIGNS AND ELECTIONEERING: (ARS §16-411 H)** The facility Owner/Agent agrees that on election day, if the Owner/Agent permits signs or allows private persons to conduct election related activities of Facility premises outside the 75-foot polling place perimeter (§ARS 16-515) controlled by the elections department, the Owner/Agent agrees that such signs and activities on Facility property will be allowed on an impartial and nondiscriminatory first come, first served basis, in accordance with any regulations or directions given by the Facility/Owner/Agent shall advise the Elections Department at least 45 days prior to the election so that the election board workers can be aware of the Facility's signage/activity restrictions.

### PAYMENT AGREEMENT:

**Privately Owned Facilities** (i.e. church, recreation center, clubhouse, etc.): Maricopa County will reimburse for custodial assistance at a rate of \$75.00 per election.

DO YOU WISH TO WAIVE THE CUSTODIAL FEE AND DONATE YOUR FACILITY AS A COMMUNITY SERVICE? YES  NO

CHRIS DECHANT, INTERIM FIRE CHIEF

PRINTED NAME & TITLE OF AUTHORIZED AGENT

 SIGNATURE

8/13/15 DATE

**PLEASE COMPLETE THE BACK OF THIS FORM AND RETURN IT WITHIN 10 BUSINESS DAYS**

111 S 3<sup>RD</sup> AVENUE, PHOENIX, AZ 85003

(Please Retain a Copy for Your Records)

**R  
E  
Q  
U  
I  
R  
E  
D  
  
I  
N  
F  
O**

**MAIN CONTACT INFORMATION:**

**NAME:** LIS CORTES OR ANDREA ENCINAS **TITLE:** FIRE ADMINISTRATION

**WORK #:** 623 / 930-4400 **HOME #:** 623 / 570-2881 **CELL #:** 623 / 930-4405

**Name / title / phone # of person opening election morning:** KEY TO BE PICKED UP BY MARICOPA COUNTY

**Name / title / phone# of person closing election night:** KEY TO BE PICKED UP BY MARICOPA COUNTY

**EMERGENCY CONTACT INFORMATION: (i.e. no one is there to open facility at 5:30 AM on election morning)**

**Name:** LIS CORTES **Emergency #:** 623-570-2881

**FOR OFFICIAL USE ONLY:**

*Luan Osborne*

**SIGNATURE (Director of Elections)**

**FOR ELECTIONS USE ONLY: CO-LOCATED WITH** \_\_\_\_\_ **PAYMENT CODE** \_\_\_\_\_

**FENCED INTO** \_\_\_\_\_ **RAMP(S) NEEDED** \_\_\_\_\_ **CHANGE CODE** \_\_\_\_\_

**INDEMNITY AGREEMENT**

This Agreement of Indemnity is hereby entered into as a part of the Maricopa County Facility Use Agreement heretofore entered into by the parties hereto and concerns the use of the premises as described which will be used as a polling place or election site;

Whereas, and in consideration of the fact that the owners of the described property have entered into an agreement for the use of said property as a polling place or election site;

Whereas, the Maricopa County Board of Supervisors wishes to encourage owners of this property to allow the County to utilize their premises as a polling place or election site;

Whereas, the Maricopa county Board of Supervisors does not wish to impose any additional liability upon owners of this property designated as a polling place or election site;

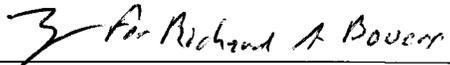
Maricopa County shall indemnify, save, and hold harmless the owners of said property, their officers, agents, and employees, or any of them from and against any judgment, loss, damage, liability, cost, charge, expense or attorney's fees arising out of the designation and utilization of said property as a polling place or election site, unless such claims shall arise through the negligent act or omission of the owner of said property.

This indemnification shall not be constructed so as to relieve any insurer of its obligation to pay any insurance proceeds in accordance with the terms and conditions of valid and collectible insurance policies. This indemnification is secondary to any available primary insurance or coverage.

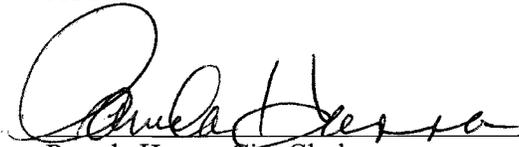
**THE ABOVE SITE INDEMNITY AGREEMENT APPLIES TO  
MARICOPA COUNTY ELECTIONS ONLY**

**JURISDICTION INDEMNIFICATION IS PROVIDED BY  
THE INDIVIDUAL JURISDICTION**

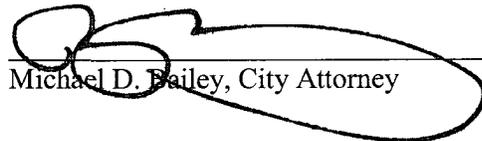
CITY OF GLENDALE, an Arizona  
municipal corporation

  
Richard A. Bowers, Acting City Manager

ATTEST:

  
Pamela Hanna, City Clerk (SEAL)

APPROVED AS TO FORM:

  
Michael D. Bailey, City Attorney