

 **Roll Call Number**

**Agenda Item Number**

42

**Date** June 28, 2021

Approving use of various City Facilities as poll sites for precincts 29, 30, 52, and 53 for the General Election on Tuesday, November 2, 2021.

(Communication Attached)

Moved by \_\_\_\_\_ to approve. City Clerk will notify the Parks Department and the Housing Services Department to arrange access to the buildings.

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
BOESEN				
VOSS				
GATTO				
GRAY				
MANDELBAUM				
WESTERGAARD				
TOTAL				
MOTION CARRIED			APPROVED	

**CERTIFICATE**

I, P. Kay Cmelik, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk



# POLLING PLACE CONTRACT

Four Mile Community Center  
3711 Easton Blvd  
Des Moines, IA 50317  
DM 29 / DM 30

This agreement is entered into between the Polk County Commissioner of Elections, hereafter referred to as commissioner, and **FOUR MILE COMMUNITY CENTER** hereafter referred to as Proprietor, for the purpose of allowing Commissioner to use space [redacted] in building as a polling place for the **REGULAR SCHOOL / CITY ELECTION to be held on TUESDAY, NOVEMBER 2, 2021.**

For the use of this space as a polling place on the above date, the commissioner agrees to pay **\$0.00**. Election Office will pay polling places within 30 days of the election through the mail.

**Proprietor agrees to have all doors opened by 6:00 AM to allow Precinct Election Officials to enter. Voting will begin at 7:00 AM. Voting will cease at 8:00 PM.** Upon completion of voting and the completion of the counting of the votes by the Precinct Election Officials, the custodian for the building may close the polling place and leave the building. During the hours of **6:00 AM and closing**, Proprietor agrees to adequately heat and light the building and to furnish any needed janitorial services.

Commissioner agrees to defend, hold harmless, and indemnify the Proprietor from all claims, demands, actions or causes of action, bodily injury and/or personal property damage that may result from the actions of the county, its officers and/or employees in using the premises as a polling place.

**Commissioner may start the delivery cycle twenty (20) business days prior to all elections.**

**Does the Commissioner need to supply the following items to the precinct?**

**Tables: YES or NO (please circle)**

**Chairs: YES or NO (please circle)**

**IN CASE OF AN EMERGENCY WHERE THE ELECTION OFFICE CANNOT GAIN ACCESS IN THE BUILDING ON ELECTION DAY, an election official may contact the following persons in order to gain access to the building:**

Name [redacted]  
Building Phone # [redacted]  
Home Phone # [redacted]  
Cell Phone # [redacted]

Name [redacted]  
Building Phone # [redacted]  
Home Phone # [redacted]  
Cell Phone # [redacted]

**HOURS OF FACILITY OPERATION:**

[redacted]  
[redacted]

[redacted]  
Signature

[redacted]  
Date

Steven Mauro  
Deputy Auditor, Polk County Election Office

Please sign this original copy in the space provided above and return it to the Polk County Commissioner of Elections in the enclosed envelope. Make a copy of this contract for your file. If any questions, please call **286-3247**.



# POLLING PLACE CONTRACT

Pioneer Columbus Community Center  
2100 SE 5 Street  
Des Moines, IA 50315  
DM 52 / DM 53

This agreement is entered into between the Polk County Commissioner of Elections, hereafter referred to as commissioner, and **PIONEER COLUMBUS COMMUNITY CENTER** hereafter referred to as Proprietor, for the purpose of allowing Commissioner to use space [redacted] in building as a polling place for the **REGULAR SCHOOL / CITY ELECTION to be held on TUESDAY, NOVEMBER 2, 2021.**

For the use of this space as a polling place on the above date, the commissioner agrees to pay **\$0.00**. Election Office will pay polling places within 30 days of the election through the mail.

**Proprietor agrees to have all doors opened by 6:00 AM to allow Precinct Election Officials to enter. Voting will begin at 7:00 AM. Voting will cease at 8:00 PM.** Upon completion of voting and the completion of the counting of the votes by the Precinct Election Officials, the custodian for the building may close the polling place and leave the building. During the hours of **6:00 AM and closing**, Proprietor agrees to adequately heat and light the building and to furnish any needed janitorial services.

Commissioner agrees to defend, hold harmless, and indemnify the Proprietor from all claims, demands, actions or causes of action, bodily injury and/or personal property damage that may result from the actions of the county, its officers and/or employees in using the premises as a polling place.

Commissioner may start the delivery cycle twenty (20) business days prior to all elections.

**Does the Commissioner need to supply the following items to the precinct?**

**Tables: YES or NO (please circle)**

**Chairs: YES or NO (please circle)**

**IN CASE OF AN EMERGENCY WHERE THE ELECTION OFFICE CANNOT GAIN ACCESS IN THE BUILDING ON ELECTION DAY, an election official may contact the following persons in order to gain access to the building:**

Name [redacted]  
Building Phone # [redacted]  
Home Phone # [redacted]  
Cell Phone # [redacted]

Name [redacted]  
Building Phone # [redacted]  
Home Phone # [redacted]  
Cell Phone # [redacted]

**HOURS OF FACILITY OPERATION:**

[redacted]  
[redacted]

[redacted]  
Signature

[redacted]  
Date

Steven Mauro  
Deputy Auditor, Polk County Election Office

Please sign this original copy in the space provided above and return it to the Polk County Commissioner of Elections in the enclosed envelope. Make a copy of this contract for your file. If any questions, please call **286-3247**.