



## **POLLING PLACE CONTRACT 2023**

December 14, 2022

TRISHA FOWLER ARCURI  
CITY OF LEE'S SUMMIT  
220 SE GREEN  
LEES SUMMIT, MO 64063

**Polling Place:**  
Lovell Community Center  
901 NE Bluestem Dr  
Lee's Summit, MO 64086

CITY OF LEE'S SUMMIT hereby agrees to provide said premises to Jackson County, MO for election purposes, for the following election(s):

2023 April General Municipal Election, 4/4/2023  
2023 November Special Election, 11/7/2023

2023 August Special Election, 8/8/2023  
2024 Independence Primary Bond Election, 2/6/2024

SECTION 1 -The Jackson County Board of Election Commissioners requires a clean area with adequate heat and/or cooling, electrical outlets, lighting and restroom facilities unless other arrangements are noted in Section 1A.

SECTION 1A - \_\_\_\_\_

SECTION 2 -The use of a poll location telephone is required under this contract unless other arrangements are noted in Section 2A.

SECTION 2A - \_\_\_\_\_

SECTION 3 - Must provide adequate tables and chairs, to be determined each election by notice from this office.

SECTION 3A - PLEASE HAVE TABLES SET UP

SECTION 4 - It is necessary that someone be present on a predesignated day preceding the election so that voting equipment and supplies can be delivered and someone must be present on a predesignated day following the election so that voting equipment and supplies can be picked up unless other arrangements are noted in Section 4A.

SECTION 4A - \_\_\_\_\_

SECTION 5 - Election judges must be able to gain entry to the poll at 5:00 a.m. on election day and will remain there until all closing procedures are completed after 7:00 p.m. There shall be no exceptions on Section 5.

SECTION 6 - Other conditions may be required at times due to changes in state statutes or Election Commission rules. These changes will be noted in Section 6A.

SECTION 6A - \_\_\_\_\_

SECTION 7 -The Jackson County Board of Election Commissioners agrees that it will provide no obstructions to the conduct of normal and necessary business in this poll location and will make no obstructions to any common use areas, such as lobbies, halls, stairways and parking lots, other than those restrictions which are necessary to guarantee the conduct of the election under and as provided by the statutes and the laws of the State of Missouri, and any changes in this paragraph will be noted in Section 7A.

SECTION 7A - \_\_\_\_\_

SECTION 8 -The Jackson County Board of Election Commissioners will provide liability coverage for the premises to be occupied by them for use as a poll. This coverage is limited to operations preformed by, or on behalf of, the Election Board. Coverage is provided only for the facilities owned or used by the Election Board in the conduct of the election.

**RETURN ONE COMPLETED COPY OF THIS CONTRACT**  
**Building must be open at 5:00 AM on election day.**

PLEASE VERIFY and complete any information not provided below:

On-site Contact Person

Primary Election Voting Room(s)

General Election Voting Room(s)

Is Phone Available to Poll Workers?

Phone Number:

Phone Location:

In the event that the building is not open at 5:00am on election day, election judge may call:

(list any available contacts who have keys)

In case of a facility issue on election day, contact:

Secure equipment storage location:

Instructions for Delivery Personnel:

Signed:

\_\_\_\_\_  
Representing Lovell Community Center

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signed:

  
\_\_\_\_\_  
Jackson County Election Board Poll Coordinator

Print Name: **Lori Smith**

Date: **12 / 14 / 2022**

## Lovell Community Center Information Sheet

Last Used: 11/8/2022

**Building:** Lovell Community Center  
901 NE Bluestem Dr  
Lee's Summit, MO 64086

**Phone 1:** (816)969-1550

**Phone 2:**

**Cell:**

**Email:** rachel.smith@cityofls.net

**Contact:** RACHEL SMITH

**Address:** 220 SE GREEN ST  
LEE'S SUMMIT, MO 64063

**Poll Worker Key?** ☐ **Delivery Key?** ☐

**On-site Phone?** ☒ (816)785-8054

**Contact for Keys:**

**Elect. Day Contact:**

**Voting Locations:** Gymnasium

**Storage Location:** Gymnasium

### Other Polling Place Contacts:

<u>Contact Type</u>	<u>Contact</u>	<u>Address</u>	<u>Phone / Email</u>
Call List	RACHEL SMITH		(573)424-2671 (alt)
Emergency Contact	JODI JORDAN		(816)969-1526 (w) (816)536-0166 (c) jjordan@cityofls.net
Emergency Contact	RACHEL SMITH		(573)424-2671 (c) rachel.smith@cityofls.net
Letter Recipient	RACHEL SMITH	LOVELL COMMUNITY CENTER 901 NE BLUESTEM DR LEE'S SUMMIT, MO 64086	rachel.smith@cityofls.net
Letter Recipient	TRISHA FOWLER ARCURI	CITY OF LEE'S SUMMIT 220 SE GREEN ST LEE'S SUMMIT, MO 64063	trisha.fowlerarcuri@cityofls.net

**Notes for Judges:** Facility Notes: CYCLE ROOM. TO LEFT AFTER ENTERING MAIN FRONT DOORS.  
TELEPHONE ON FRONT COUNTER DESK.

### Receiving Staff:

### Phone:

**Delivery Instructions:** Warehouse: EQUIP STORED IN OFFICE. POLL IN GYM. BUILDING HOURS 5:30AM TO 10:00PM. IF CAN'T GET IN, CALL RACHEL SMITH (573)424-2671.  
**Delivery Comments:** 5 VOTER PARKING ONLY SIGNS.

### Traffic Management:

**Voter Parking:** Doors to use: MAIN DOORS TO GYM.  
Driving Directions: FROM COLBERN RD & HWY 291, GO EAST ON COLBERN RD TO BLACKWELL RD. TURN SOUTH/RIGHT ON BLACKWELL RD. GO TO BLUESTEM DR. TURN LEFT/EAST. BUILDING IS ON THE RIGHT SIDE OF CUL-DE-SAC. ENTER THROUGH MAIN FRONT DOOR.

**ADA Entrance / Notes:** Handicap Parking? Yes  
Doorways 32"? Yes  
Thresholds 1/2"? Yes  
Door Knobs? Pull Knob  
No Obstacles? Yes  
Restrooms Handicap Accessible? Yes  
Good Lighting? Yes

### Other Notes:

Reminder Call? Yes  
Cell Phone Reception? Yes  
Outlets, West Wall: 2, South Wall: 1, 3 Prong? Yes