

**Yavapai County  
Department of Elections**

1015 Fair Street-Room 228  
Prescott, Arizona 86305  
Phone: (928) 771-3250  
web.elections@yavapaiaz.gov



**Lynn A. Constabile**  
Elections Director

**TO:** Special District Board of Directors Candidate  
**FROM:** Yavapai County Elections Department  
**SUBJECT:** NONPARTISAN CANDIDATE PACKET

Enclosed is the Nonpartisan Candidate Packet for Special District candidates wishing to run for office. The packet includes the following documents and forms:

1. Official Special District Signature Requirements
2. Nonpartisan Nomination Paper
3. Nonpartisan Nomination Petition **\*\*Must be 8 ½" x 11", printed on one page front and back\*\***
4. Posting of Candidate Signs
5. Arizona811 Safety Brochure

**Nomination Process**

**Step 1:** Obtain petition signatures.

To qualify as a candidate, you will need to obtain at least the minimum number of signatures of qualified electors of the District, as set forth on the enclosed *Signature Requirements*, but no more than **250 signatures**. It is always advisable to obtain more than the minimum number of signatures.

**Step 2:** Get on the ballot by filing a Nomination Paper and Nomination Petitions together.

A *Nomination Paper* and *Nomination Petitions* must be filed together. The period for candidates to file these forms is included on the *Signature Requirements*. These forms are due no later than 5:00 p.m. on the last day of filing, at the Yavapai County Elections Department, 1015 Fair Street, Room 228, Prescott.

**Campaign Finance**

Candidates who raise or spend, in aggregate, more than \$1,300 [A.R.S. §§ 16-905(B) and 16-931] must form a candidate committee. See [YavapaiAZ.gov/GoVote/forms](http://YavapaiAZ.gov/GoVote/forms) for forms.

If you have any questions, please contact the County Elections Department by phone (toll free numbers listed below) or by e-mail (address printed above).

Revised 2/2022

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**FOR ELECTION RESULTS VISIT OUR WEB PAGE:** [www.YavapaiAZ.gov/GoVote](http://www.YavapaiAZ.gov/GoVote)

**Toll Free Numbers:** Ash Fork \ Bagdad \ Seligman \ Yarnell Areas 1-800-771-2797  
Black Canyon City 602-495-8800 Cottonwood \ Camp Verde \ Sedona Areas 928-639-8100



## YAVAPAI COUNTY DEPARTMENT OF ELECTIONS

### OFFICIAL NOVEMBER 8, 2022 SPECIAL DISTRICTS SIGNATURE REQUIREMENTS

Nomination Paper & Petitions due between **June 11, 2022 - July 11, 2022**

**Maximum Signatures = 250 for all Races\***

District Name	Number to Elect	Minimum Signatures Required*
<b>FIRE DISTRICTS</b>		
Ash Fork Volunteer Fire District	2	5
Central Yavapai Fire District	2	250
Chino Valley Fire District	2	75
Congress Fire District	2	7
Copper Canyon Fire & Medical District	3	52
Crown King Fire District	1	5
Daisy Mountain Fire District (files w/ Maricopa County)	3	164
Groom Creek Fire District	3	5
Mayer Volunteer Fire District	3	19
Peoples Valley Fire District	3	5
Sedona Fire District (overlap w/ Coconino County)	3	70
Seligman Volunteer Fire District	2	5
Verde Valley Fire District	2	73
Wickenburg Rural Fire District (files w/ Maricopa County)	2	6
Williamson Valley Fire District	2	5
Yarnell Fire District	2	5
<b>DOMESTIC WATER IMPROVEMENT DISTRICTS (DWID)</b>		
American Ranch DWID	2	5
Black Canyon DWID	2	7
Congress DWID	2	5
Diamond Valley Water District	3	6
Highland Pines DWID	2	5
Holiday Hills DWID	3	5
Mayer DWID	2	6
Mystic Heights DWID	2	5
Oak Creek DWID	4	5
Ponderosa Park DWID	2	5
Quail Ridge DWID	1	5
Retreat at Oak Creek DWID	2	5
Stringfield Ranch DWID	1	5
TiPeJi DWID	2	5
Ventura Ranch DWID	2	5
Yavapai Ranch DWID	2	5
<b>DOMESTIC WASTE WATER IMPROVEMENT DISTRICTS (DWWID)</b>		
Calvary Chapel DWWID	1	5
High Valley Ranch DWWID	2	5
Kings Ranch Unit 2 DWWID	2	5
Mystic Heights DWWID	2	5
Weaver Mountain DWWID	3	5
<b>SANITARY DISTRICTS</b>		
Ash Fork Sanitary District	1	5
Creekside Sanitary District	2	5
ICR Sanitary District	1	7
<b>ROAD IMPROVEMENT / MAINTENANCE DISTRICTS</b>		
Red Rock Road Enhancement Maintenance District	2	26
Sheriff's Posse Community Road Improvement & Maintenance District	1	5
<b>HOSPITAL DISTRICTS</b>		
Central Yavapai Hospital District	3	250

\* A.R.S. § 16-322(A)(12)



## Yavapai County

### *Nonpartisan* NOMINATION PAPER DECLARATION OF QUALIFICATION A.R.S. § 16-311(B)

FOR OFFICE USE ONLY

You are hereby notified that I, the undersigned, a qualified elector, am a candidate for the office of \_\_\_\_\_ at the election to be held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

I will have been a citizen of the United States for \_\_\_\_\_ years before my election, will have been a citizen of Arizona for \_\_\_\_\_ years before my election, and I will be at least \_\_\_\_\_ years of age upon taking said office. I have resided in \_\_\_\_\_ County for \_\_\_\_\_ years and in precinct \_\_\_\_\_ for \_\_\_\_\_ years before my election.

Actual residence address \_\_\_\_\_ City or Town \_\_\_\_\_ Zip \_\_\_\_\_  
or description of place of residence (required)

Post office address (if applicable) \_\_\_\_\_ City or town \_\_\_\_\_ Zip \_\_\_\_\_

**Print or type your name on the following line in the exact manner you wish it to appear on the ballot, last name first.**

\_\_\_\_\_, \_\_\_\_\_  
LAST NAME FIRST NAME

I declare, under penalty of perjury, that the information in this Nomination Paper and Declaration of Qualification is true and correct, and that at the time of filing I am a resident of the county, district or precinct which I propose to represent, that I have no final, outstanding judgments against me of an aggregate of \$1,000 or more that arose from failure to comply with or enforcement of campaign finance law, and as to all other qualifications, I will be qualified at the time of election to hold the office that I seek.

\_\_\_\_\_  
CANDIDATE SIGNATURE

\_\_\_\_\_  
DATE

## Nonpartisan Nomination Petition

I, the undersigned, a qualified elector of the county of (Enter County) , state of Arizona, and of (here name political division or district from which the nomination is sought) hereby nominate (Enter Name of Nominee) who resides at (Enter Address of Nominee) in the county of (Enter County) for the office of (Enter Office) to be voted at the (Enter Election) election to be held (Enter Election Date) , and hereby declare that I am qualified to vote for this office and that I have not signed and will not sign any nomination petitions for more persons than the number of candidates necessary to fill such office at the next ensuing election. I further declare that if I choose to use a post office box address on this petition, my residence address has not changed since I last reported it to the county recorder for purposes of updating my voter registration file.

Put optional photo here

	Signature	Printed name	Actual residence address, description of place of residence or Arizona post office box address, city or town	Date of signing
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

EXAMPLE

## Nonpartisan Nomination Petition

**Put  
optional  
photo  
here**

I, the undersigned, a qualified elector of the county of , state of Arizona, and of   
 (here name political division or district from which the nomination is sought) hereby nominate   
 who resides at  in the county of  for the office of   
 to be voted at the  election to be held , and I hereby declare that I am qualified to vote for this office and that I have  
 not signed, and will not sign, any nomination petitions for more persons than the number of candidates necessary to fill such office at the next ensuing election. I further  
 declare that if I choose to use a post office box address on this petition, my residence address has not changed since I last reported it to the county recorder for purposes  
 of updating my voter registration file.

	Signature	Printed name	Actual residence address, description of place of residence or Arizona post office box address, city or town	Date of signing
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

**Instructions for Circulators**

- 1. All petitions shall be signed by circulator.
- 2. Circulator is not required to be a resident of this state but otherwise must be qualified to register to vote in this state and, if not a resident of this state, shall register as a circulator with the secretary of state.
- 3. Circulator's name shall be typed or printed under the circulator's signature.
- 4. Circulator's actual residence address or, if no street address, a description of residence location shall be included on the petition.

**PRINT NAME**

I,

a person who is not required to be a resident of this state but who is otherwise qualified to register to

**COUNTY**

vote in the county of

, in the state of Arizona, hereby verify that each of the names on the petition was signed in my presence on the date indicated and that in my

belief each signer was a qualified elector who resides at the address given as their residence on the date indicated.

[Signature line]

Signature of Circulator

[Typed or Printed Name line]

Typed or Printed Name of Circulator

[Residence Address line]

Circulator's Actual Residence Address  
(If no street address, a description of residence location shall be included on the petition)

[City/Town, State, and Zip Code line]

City or Town, State and Zip Code



## Posting of Political Signs

All regulations provided on this form are subject to change without notice.

- It is the candidate's/committee's responsibility to check with the local Planning and Zoning and Public Works Departments for any additional regulations.
- All political signs must contain the name and telephone number of the candidate or campaign committee contact person.
- Please obtain permission from the property owner before placing signs on private property.
- **FOR YOUR OWN SAFETY:** Comply with all portions of the Arizona Blue Stake Law prior to the placement of any political sign. **See included Arizona811 brochure.**

### YAVAPAI COUNTY:

Pursuant to Arizona state law (A.R.S. § 16-1019), signs cannot:

- Be placed in a location that is hazardous to public safety.
- Obstruct clear vision in the area.
- Adversely affect the intended use of the roadway.
- Interfere with the Americans with Disabilities Act (ADA).
- Be attached to any public facility/building or traffic control device.

**Maximum sizes:** 16 square feet in residential area, 32 square feet in commercial area and unincorporated private property.

**Timeline:** May post signs 60 calendar days prior to Election Day, **MUST** remove within 15 calendar days following Election Day **EXCEPT** - on unincorporated private property **MUST** be removed within 10 calendar days following Election Day.

Political Candidates and campaign volunteers shall indemnify, defend, and hold harmless Yavapai County and its employees from and against any and all claims and damages caused in whole or in part by their negligent or willful acts or omissions related to the placement of political signs in, on or about County right of way/roadways.

### A.D.O.T.

A.R.S. §28-7903 regulates the placement of signs adjacent to state roadways and interstates; drainage channel or streams; on or around interchanges or crossroads; on or around traffic signs, signals, or devices; and on natural features, including trees and rocks.

### UTILITY COMPANIES

Companies **DO NOT** want signs posted on their utility poles. It poses a danger to their workers when staples, nails, or tacks are left in the pole after the sign has been removed from the pole.

State law requires you to have underground utilities marked before installing signs.

See <http://www.arizona811.com/politicalsigns/>

**See Page 2 for City & Town Political Sign Regulations**

# Political Sign Regulations for Cities & Towns in Yavapai County

All regulations provided on this form are subject to change without notice.

**TOWN OF CAMP VERDE** – The sign shall not be allowed within the public right-of-way, on a streetlight pole, traffic signal, or utility pole. Can be posted on private property only with the owner’s written permission. Follow A.D.O.T. regulations. The soonest signs may go up is 60 days PTE and removed 15 days after Primary-if not advancing to the General Election. If candidate in General Election, signs must be removed 15 days after the General Election. Cannot exceed sixteen (16) square feet in area.

**TOWN OF CHINO VALLEY** – Obtain approval from the property owner of which signs will be placed. Signs may be placed in the Town of Chino Valley Right of Way as long as the sign does not obstruct the line of sight. No earlier than 60 days prior to the election and removed within 15 days after the specific election to which they refer. Size and content shall be as provided in A.R.S. §16-1019. A.D.O.T. restrictions apply to State Route 89. **Any questions please contact Code Enforcement (928) 636-4427, ext. 1221.**

**TOWN OF CLARKDALE** – Can be posted on private property with the permission of the property owner and on public right-of-way except state highways. Signs shall not be placed in a location that is hazardous to public safety. Signs must contain a name and telephone number of a contact person. No signs permitted in sign free zones. **(Contact the Town of Clarkdale for map).** Not earlier than 60 days prior to the election and removed within 15 days after the election. Signs cannot exceed sixteen (16) square feet in residential zones, and thirty-two (32) square feet in other areas. **For information, contact Paul Grasso, at (928) 639-2500 or Paul.Grasso@clarkdale.az.gov.**

**CITY OF COTTONWOOD** – The City has Political Sign Free Zone along the Main Street in public right of way **(a map can be obtained from the Planning Office)**. Not earlier than 90 days prior to the election. Signs must be removed 15 days after the election. Signs cannot exceed 6 square feet and may not be placed in the public right-of-way.

**TOWN OF DEWEY-HUMBOLDT** – Wall or ground-mounted standard. No Limit on number permitted. No permit required. Install 60 days prior to election. Remove within 15 days of last day of vote casting. Residential: Not in right-of-way. Additionally, window-mounted are allowed. 16-square-foot maximum. Commercial/Industrial: 32-square-foot maximum. **Contact Steven Brown, Community Development Planner, 928-632-7362.**

**TOWN OF JEROME** – Contact Zoning Administrator John Knight via email at [j.knight@jerome.az.gov](mailto:j.knight@jerome.az.gov) for current regulations.

**CITY OF PRESCOTT** – No Candidate Signs are allowed in the Tourism/Commercial Free Zone. The Tourism/Commercial Zone applies just to rights-of-way, not private property. No candidate signs are allowed in the public right-of-way. Signs are allowed on private property as long as they have permission from the owner. However, if they are in an HOA, they will need to check the HOA for guidelines. <http://www.prescott-az.gov/wp-content/uploads/2019/03/Sign-Free-Zones-Resolution-2019-1674.pdf>

**TOWN OF PRESCOTT VALLEY** – Campaign signs may not be placed in any public right-of-way within the Town of Prescott Valley or in the Commercial Tourism Zones (depicted on the maps linked below). All signs must adhere to the general provisions set forth in Town Code Section 13-23-030 and comply with the standards described in Article 13-23 “Sign Regulations” for each zoning district where the signs will be located. [Commercial-Tourism-Zones-PDF \(pvaz.net\)](#)

**CITY OF SEDONA** – The City encourages political signs to be placed in a way that limits the negative aesthetic effects of numerous large political signs throughout the City and serves to fulfill the City’s vision of enhancing its natural beauty. Political signs are permitted in compliance with A.R.S. §16-1019. **For additional information, please call 928-282-1154 or visit <http://www.sedonaaz.gov/your-government/departments/community-development>**

**TOWN OF WICKENBURG** – Political Signs are allowed in all zoning districts subject to the following: Residential areas, signs up to 16 square feet. Nonresidential areas, up to 32 square feet. No more than 6 feet high. Signs in Town right-of-way shall contain the name and telephone number of the candidate or campaign committee contact person. Signs must be at least 15 feet back from the curb or edge of pavement to not obstruct vision and may not interfere with the requirements of the American with Disabilities Act (ADA). Political signs shall not be placed on any structure owned by the town, including utility poles. Political Signs shall not be placed until 60 days prior to the election and removed no later than 15 days following the election. Only one sign allowed on the polling site property.





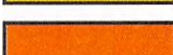





## Dig this:

- Arizona law defines excavating as “any operation in which earth, rock or other material in the ground is moved, removed or otherwise displaced by means or use of any tools, equipment or explosives and includes, without limitation, grading, trenching, digging, ditching, drilling, auguring, boring, tunneling, scraping, cable or pipe plowing and driving.”
- **Utility depth is not known or guaranteed.** The depth of lines, pipes and cables can change over time. Facilities can be a few inches or several feet below the surface of the earth.
- If you strike an underground utility, stop digging. Call the facility owner/operator directly. Do not attempt to repair damages yourself!
- If you dig up an unknown line, stop working in the immediate area. Call 811 so qualified personnel can be sent to the site to determine if the line is active or abandoned.
- Utility marks are valid for 15 working days. If your project exceeds that timeframe, or if your marks disappear or are destroyed, contact Arizona 811 to have the marks refreshed. Marks must remain “visible and valid” for the duration of your project.
- Never dig outside the boundaries of your ticket or move or destroy locate marks.
- Facility owners and local municipalities mark only what they own and operate up to the point of sale, which is typically the meter. To have privately owned lines marked, you might need to hire a private locating company. Arizona 811 cannot recommend private utility locators; consult the internet or Better Business Bureau to find one.

## Know the Color Code

Utilities are marked in colors based on their type. Locators use the Uniform Color Code for Utility Markings so utilities can always be identified by their specific color, whether they're marked with paint, flags or whisksers:

	Proposed excavation
	Temporary survey
	Electric power
	Natural gas, oil, liquid fuels
	Communications, fiber optics, cable TV
	Water and slurry lines
	Reclaimed water
	Sanitary sewer systems

## Exposing & Protecting Buried Facilities/ Careful and Prudent Manner

As required by state law, and for your safety, the exact location of all buried facilities **MUST BE EXPOSED WITH HAND TOOLS IN A CAREFUL AND PRUDENT MANNER** when working within 24” of a marked facility. **Even when digging with hand tools, use caution to prevent injuries and damage to the facility.** The uncovered facility must be supported and protected prior to and during your excavation (see Arizona Revised Statutes 40-360.21 for the definition of “Careful and Prudent”). For assistance in safely exposing, supporting, and protecting a facility, contact the member underground facility owner(s)/operator(s) directly.



# Digging for any reason?

You must contact Arizona 811 at least two full working days in advance so underground utilities can be located and marked.

It's free. It's easy. It's the law.



**Know what's below.  
Call 811 or click [Arizona811.com](http://Arizona811.com)  
before you dig.**

**ARIZONA BLUE STAKE IS NOW ARIZONA 811**



## About Arizona 811

Arizona 811 was established as "Arizona Blue Stake" in 1974 and changed its name to Arizona 811 in 2014. It is the center you must contact



before excavating in any way, anywhere in Arizona, so underground utilities (also called "facilities") can be marked. Knowing the location of buried facilities is the simplest

and easiest way to prevent accidental utility strikes, which keeps everyone safe; protects the vital utilities we all rely on every day; and protects the environment. Arizona 811 is a private, non-profit agency. Services are free and available statewide. Learn more at [Arizona811.com](http://Arizona811.com).

## Contacting Arizona 811

### Hours of Operation:

6 a.m. to 5 p.m. Monday-Friday.

Closed weekends and state holidays.

### To have utilities located before you dig:

- Call **811** from anywhere in Arizona or
- Go to [Arizona811.com](http://Arizona811.com) to create a ticket online with E-Stake. **Homeowners/Occupants and contractors working at individual residential addresses can use the quick and easy Single Address Ticket tool online, any time - 24x7.**

### General contact information:

Phone: (602) 659-7503

Email: [Customer.Support@Arizona811.com](mailto:Customer.Support@Arizona811.com) Web:

[www.Arizona811.com](http://www.Arizona811.com)



**ARIZONA BLUE STAKE IS NOW ARIZONA 811**

## After You Contact Arizona 811

- Unless otherwise specified to you, Arizona 811 will notify the utility owners/operators in the area where you plan to dig. In response, each affected utility owner/operator (including municipal service providers) will send a utility locator to your dig site to mark the location of their underground lines, cables and pipes, or inform you they have no facilities in conflict with the dig site you identified.
- **Utility locators have two (2) full working days to respond.**
- Arizona 811 will provide you with a list of all utility owners/operators who could have facilities buried at your dig site. **Do not begin digging unless all of the utilities listed on your ticket have responded** by putting marks on the ground (such as paint or flags); calling you; emailing you; or posting an online response.
- If you have not received responses from **all** of the utility owners/operators listed on your ticket after two full working days, or if you have questions about the marks, call 811.

## Arizona Law

Arizona law (A.R.S. 40-360.21-32) says underground utilities must be marked before any type of excavation by anyone, including professional excavators, homeowners and anyone else whose work disrupts the subsurface of the earth. This law is enforced by the Arizona Corporation Commission (ACC) who can issue citations for civil penalties of up to \$5,000 per violation. You could also be liable for repair and reimbursement costs and possibly face legal action (see reverse side for the legal definition of excavation). For questions regarding enforcement of this law, contact the ACC at 602-262-5601.

## Simple On-Line Tools Available 24/7:

Arizona 811 has simple on-line tools available at [Arizona811.com](http://Arizona811.com) for use by various types of excavators to easily create tickets themselves:

### Homeowners/Occupants

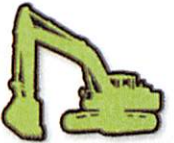
working on property they own or occupy or hiring somebody else to do the work can easily create a ticket for a single address using the **single address tool**.



Simply type in the address of your property and use simple check boxes to indicate what part of the lot on which you will be digging. If hiring a contractor to do the work, simply add their name and contact information where indicated. Ticket information including which underground facility owners will respond will be emailed.

### Professional Contractors

working on somebody else's property can easily create a ticket for a single address using the **single address tool** customized for contractors. Simply type in the



address of the property where you will be working and use simple check boxes to indicate what part of the lot on which you will be digging. If hiring a sub-contractor to do the work, simply add their name and contact information where indicated. Ticket information including which underground facility owners will respond will be emailed.

### Campaign Signs

Political candidates and campaigns can use the **Intersection Selection Tool** to identify the intersections at which signs will be installed using simple check boxes to select the corners. The day prior to the sign installation date indicated, a list of tickets identifying each intersection corner selected and the status of underground facility owner responses will be emailed.

