

An American flag is waving on a silver flagpole against a clear blue sky. The flagpole has a decorative globe finial. The text is overlaid on the flag.

El Paso County
Clerk & Recorder
Robert C. "Bob" Balink
Welcomes you to the 2005
Informational Meeting

Overview

- Key Dates
- Letter of Intent
- Voter Registration Drives
- Forms
- Petitions
- IGA
- Write-in Candidates
- Cancelling an Election
- Ballot Certification
- TABOR
- FCPA
- Provisional Ballots
- Election Judges
- Canvass
- Recount

Key Dates

Note – Many dates have changed this year due to Senate Bill 206.

- July 22 – Letter of intent due
- August 2 – Municipal nominating petitions
- August 3 – School director nominating petitions
- August 22 – Last day to file a municipal petition
- August 23 – IGA due
- August 26 – Last day to file a school director petition
- August 26 – Last day to amend municipal petition
- August 29 – Last day to file an affidavit of intent to run as a write-in candidate

Key Dates Continued

Note – Many dates have changed this year due to Senate Bill 206.

- August 30 – Cancellation deadline
- September 2 – Ballot certification
- September 16 – Last day for public to file written TABOR comments
- September 19 – Last day for DEO to summarize TABOR comments
- September 20 – Deliver summarized TABOR comments to CEO
- November 1 – ELECTION DAY*

***Please note that most calendars indicate that election day is November 8.**

Letter of Intent

Due July 22

Entity Name: _____

Does your district anticipate participating in the 2005 Coordinated Election?

Yes No

Please indicate the entity type:

School District

Service District

Municipality

Do you plan on placing a question on the ballot? Yes, No

If yes, will it be a TABOR question , Term Limit question or other ?

Name of Primary Contact Person: _____

Phone Number: _____ Fax Number: _____

E-mail Address: _____

Name of Alternate Contact Person: _____

Phone Number: _____ Fax Number: _____

E-mail Address: _____

Signature of Designated Election Official: _____

PLEASE RETURN THIS LETTER OF INTENT TO THE EL PASO COUNTY ELECTION DEPARTMENT, PO BOX 2007, COLORADO SPRINGS, CO 80901 BY JULY 22, 2005.

If you have any questions, please contact us at (719) 520-6222.

Colorado Revised Statutes requires that political subdivisions who have taken formal action to participate in a Coordinated Election must notify the County Clerk by the 100th day before the election, C.R.S. 1-7-116(5); 1-1-106(5).

Voter Registration Drives

- New laws regarding voter registration drives can be found in Article 1, Section 2, Part 7 of the Colorado Revised Statutes.
- “Voter registration drive” means the distribution and collection of voter registration applications by two or more persons for delivery to a county clerk and recorder.
- Before commencing a voter registration drive you must file a statement of intent with the Secretary of State and fulfill the training requirements established by the Secretary of State.

Election Forms

- Hart Intercivic
- How to Order
 - Order by Phone: 888-223-4278
 - Order by E-mail: swojcik@hartic.com
 - Order by Fax: 800-437-3532
- Order form in packet

Petitions

- Municipal Candidates
 - DEO shall provide the petition pages to the candidate.
 - Petitions may be circulated **91** days before the election.
 - Petitions must be filed no later than **August 22**.
 - When the petition is filed it must have the required amount of signatures.
 - If a petition is deemed insufficient because of invalid signatures, the candidate may take out a second petition to correct the invalid signatures or they can get new signatures.
 - Petition may be amended no later than **August 26**.
- School Director Candidates
 - DEO shall provide the petition pages to the candidate.
 - Petitions may be circulated **90** days before the election.
 - After filing a petition, a school board candidate may take out a second petition to get more signatures in case some of the signatures on the first petition are invalid. The second petition must be filed by the deadline.
 - Petitions must be filed no later than **August 26**.

Petition Verification

- **Checking Signatures**
 - Order a list of registered voters
 - Price structure has changed
 - \$25.00 + \$3.00/precinct + \$1.25 (CD charge)
 - Come into Clerk & Recorder's office
 - Please call before coming so we can ensure there is enough space
- **C.R.S. 1-4-803 – An eligible elector may sign as many petitions as candidates for whom that elector may vote.**
- **Secretary of State Rules**
 - http://www.sos.state.co.us/pubs/rule_making/electionrules_1-6-05.pdf
 - SOS Rule 22

Intergovernmental Agreement (IGA)

Must be filed by August 23

- An IGA is sent to every jurisdiction that filed a letter of intent with the Clerk & Recorder's office.
 - After receiving the IGA, if your district decides not to participate in the election, please let our office know immediately.
- Your legal council must sign off on the IGA prior to submitting it to the Clerk and Recorder's office.
- Article 3, Section 3.0 of the IGA indicates that a copy of the ordinance or resolution shall accompany the signed IGA.
- The IGA will list an estimated cost of the election for your jurisdiction.
- The 25% deposit shall accompany the signed IGA.

Write-in Candidates

Must be filed by August 29

- Affidavit of intent must be filed with the DEO no later than the close of business on the 64th day before the election.
- The DEO shall forward a copy of intent to the CEO.
- A write-in candidates name will not appear on the ballot.

Cancelling Your Election

Must cancel by August 30

- 1-5-208. Election may be canceled - when.
- (1.5) If the only matter before the electors in a nonpartisan election is the election of persons to office and if, at the close of business on the sixty-third day before the election, there are not more candidates than offices to be filled at the election, including candidates filing affidavits of intent, the designated election official, if instructed by resolution of the governing body, shall cancel the election and declare the candidates elected.
- (4) Except as provided in subsection (2) of this section, no election may be canceled in part.
- (6) The governing body shall provide notice by publication of the cancellation of the election. A copy of the notice shall be posted at each polling place of the political subdivision, in the office of the designated election official, and in the office of the clerk and recorder for each county in which the political subdivision is located and, for special districts, a copy of the notice shall be filed in the office of the division of local government. The governing body shall also notify the candidates that the election was canceled and that they were elected by acclamation.

Ballot Certification

No later than September 2

- A sample is included in the IGA.
- Must submit a hard copy along with a diskette or email.
 - The hard copy and the diskette must match word for word.
 - The diskette must be labeled and list the program that the program was created in.
 - If you submit it by email you must state that it is the certified copy of the ballot and please tell us the program that it was created in.
- Candidate Names
 - Our results reports cannot exceed 20 characters, therefore you must provide an abbreviation for any candidate whose name exceeds 20 characters.
 - Their full name will appear on the ballot; the abbreviation will only appear on the results.
- Proofing the Ballot
 - Several days after ballot certification we will email you the ballot to proof. Please provide us with your email address on the letter of intent and/or the IGA. If the email fails to go through we will fax the ballot to you.
 - You will only have approximately 4 hours to proof the ballot and to notify us of any changes.

TABOR

- **Laws regarding TABOR can be found in Article X, Section 20 of the Colorado Constitution.**
- **Notices**
 - Legal notice will be posted by the CEO.
 - Additional Notice
 - C.R.S. 1-7-908. Additional notice – election to create financial obligation. (1) (a) A district submitting a ballot issue concerning the creation of any new debt or other financial obligation at an election in the district shall post notice of the following information on the district's website or, if the district does not maintain a website, at the district's chief administrative office no later than twenty days before the election.

TABOR

- **Mailing TABOR Notice (Special Districts Only)**
 - IGA Article 3, Section 3.6 - VOTER LIST: Service Districts need to request a property owners list from the Assessor's Office and are responsible for the TABOR notice to voters outside of the County, pursuant to C.R.S. 1-5-304.
 - If your district has recently changed its boundaries you should confirm that the Assessor's Office has all of the updated information.

TABOR

- **TABOR Comments**

- C.R.S 1-7-901 (4) Since section 20 (3) (b) (v) of article X of the state constitution requires that comments pertaining to a ballot issue be filed by forty-five days before the election and since such day is always a Saturday, all comments shall be filed by the end of the business day on the Friday before the forty-fifth day before the election. (September 15, 2005)
- If a school district or service district is closed on that Friday you will want to be sure that somebody is available to receive any comments that come in on Friday.

- **Summarizing TABOR comments**

- Preparing summary
 - Article X, Section 20 (3)(b)(V) - Two summaries, up to 500 words each, one for and one against the proposal shall be filed with the CEO by 45 days before the election. (September 20, 2005)
- No comments filed
 - C.R.S. 1-7-904 (4) – Ballot issue notice shall substantially state “No comments were filed by the constitutional deadline.”

FCPA

- Where to file
 - Candidates file with the Clerk & Recorder in the county where they reside.
- All of the forms are available on our website
<http://www.car.elpasoco.com/elefcpaforms.asp>
- Key filing dates
 - FCPA Calendar is in your packet
 - Report of Contributions and Expenditures
 - October 11 (21 days before the election)
 - October 28 (Friday before the election)
 - December 1 (30 days after the election)
- Forms to file
 - Candidate Affidavit
 - Candidate Committee Statement of Organization
 - Contribution & Expenditures Report
 - Personal Expenditures by a Candidate

Provisional Ballots

- The abstract can not be certified until all of the provisional ballots are counted.
 - Provisional ballot counting can occur up to the fourteenth day after the election.
 - Therefore, the abstract can not be certified seven days after the election as C.R.S. 1-10-203 states.
 - We will attempt to work with CASB in 2006 to get this statute changed.
- Unofficial results will be available on our website on election night.

Election Judges

- Election Judge Recruitment
 - We are always looking for more election judges.
 - Students are encouraged to work as election judges.
- Information
 - Application forms along with more information on the duties and qualifications of election judges can be found on our website at <http://www.car.elpasoco.com/eleinfo.asp>.

Canvass

- C.R.S. 1-10-101.5 – Duties of the canvass board. The canvass board shall reconcile the ballots cast in an election to confirm that the number of ballots counted in that election does not exceed the number of ballots cast in that election. The canvass board also shall certify the abstract of votes cast in any election.
- C.R.S. 1-10-102 (1) – No later than the seventeenth day after any election coordinated by the county clerk and recorder the canvass board shall complete its duties.

Recount

- **Cost of Recount**

- IGA Article 3, Section 3.8 - RECOUNT: The Jurisdiction shall be responsible for costs of a recount pursuant to C.R.S. 1-10.5-101, 1-10.5-104, 1-10.5-110 and 1-11-215 except for costs collected from an “interested party” pursuant to C.R.S. 1-10.5-106 which shall be collected by the entity conducting the recount.
- C.R.S. 1-10.5-103 – A political subdivision that referred a ballot issue or ballot question to the electors may waive the automatic recount provisions of this section if the ballot issue or ballot questions fails by giving written notice to the county clerk and recorder within fourteen days after the primary election or eighteen days after any other election.

Contact Information

Marguerite Duncan, Election Manager

719-520-6222

margueriteduncan@elpasoco.com

Susan Russo, Assistant Election Manager

719-520-6224

susanrusso@elpasoelections.com

Liz Olson, Election Support Coordinator

719-520-6226

lizolson@elpasoelections.com

Keri Ashley, Election Services Coordinator

719-520-7094

keriashley@elpasoelections.com

The background of the slide features a large, semi-transparent image of the United States flag waving on a flagpole against a clear blue sky. The flagpole is visible on the left side, topped with a spherical finial. The text is centered over the flag.

Questions & Answers