

MUNICIPAL ELECTION GUIDE

FOR

COUNCIL CANDIDATES

AND

POLITICAL COMMITTEES

TOWN OF

winter

*General Municipal Election
April 3, 2018*

park

**TOWN OF WINTER PARK
OFFICE OF THE TOWN CLERK**

Revised by:

Danielle Jardee, Interim Town Clerk

January 2018

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To: All Town Council Candidates and Political Committees

This booklet has been prepared for use by Town Council candidates and political committees as a guide for the Town of Winter Park General Municipal Election, April 3, 2018. It provides a summary of the basic requirements associated with the election.

Most of your questions should be answered by this booklet. However, if you have questions regarding issues not included or fully clarified, please feel free to call or email my office.

Regards,

Danielle Jardee
Interim Town Clerk
djardee@wpgov.com
970.726.8081 ext. 208

GENERAL INFORMATION

1. Date of Election: April 3, 2018
Polls Open: 7:00 a.m. to 7:00 p.m.

2. Issues on Ballot:

- A. Four (4) Town Council Member vacancies (all elected at-large):

3 four-year terms

1 two-year term

The three candidates receiving the highest number of votes shall be elected to the four-year terms, and the candidate receiving the fourth highest number of votes shall be elected to the two-year terms. These terms will commence at the first regular Council meeting following the date of the election.

- B. Charter amendments, TABOR questions or other issues may be placed on the ballot by Town Council action or as a result of an initiative or referendum petition.

3. Election Location:

The only polling place for all duly registered electors of the Town of Winter Park shall be at the Town Hall Council Chambers, 50 Vasquez Road, Winter Park, Colorado. Pursuant to Charter Article II, Section 2.4, and elector must be eighteen (18) years of age as of the day of the election, be a citizen of the United States of America, be legally registered to vote in the state of Colorado, not be in prison and have legally resided for at least thirty-one (31) days preceding the election in Colorado and in an area that is within the municipal limits of the town as of the date of the election.

4. Other Information:

- A. Municipal Elections in the Town of Winter Park are administered by the Town Clerk pursuant to the applicable provisions of the Charter and Town Code of the Town of Winter Park and the Colorado Municipal Election Code. There is only one election precinct within the Town limits of Winter Park.

- B. Town Elections are non-partisan.

- C. All Town Council Members are elected at-large. The Mayor and Mayor Pro Tem are chosen for two-year terms by the Council from among its seven (7) members.
- D. Council Members receive compensation in the amount of \$200.00 for each regular or special Council meeting they attend in which a quorum is present. The Mayor is compensated in the amount of \$400.00 for each regular or special Council meeting attended in which a quorum is present. No compensation shall be rendered for work sessions.
- E. The Winter Park Town Council meets at regular meetings in the Council Chambers on the first Tuesday of each month at 5:30 p.m. and on the third Tuesday of each month at 8:00 a.m. Dinner is provided at 5:00 p.m. before the first meeting of the month.
- F. Monthly Town Council work sessions are held in the Council Chambers on the first Tuesday of each month at 10:00 a.m.

5. Charter and Code Provisions:

Related sections of the Charter and the Town Code are included in this guide for your convenience.

QUALIFICATIONS FOR OFFICE OF COUNCILMEMBER

The candidate must:

1. Be a citizen of the United States of America.
2. Be a qualified elector of the Town of Winter Park.
3. Have resided in the Town of Winter Park or any territory thereafter annexed for one (1) year immediately preceding such election (as of April 3, 2017).

NOMINATION PETITIONS

Nomination Petition forms will be available in the office of the Town Clerk beginning January 2, 2018 (91 days before the election) and must be filed in the Town Clerk's office no later than 5:00 p.m. on January 22, 2018 (71 days before the election). The petition forms consist of the Candidate's consent, the office the Candidate is seeking,

the name, address and signature of the Petitioners, and the Affidavit of the Circulator stating each signature thereon is the signature of the person whose name it purports to be and that each signer has stated to the circulator that he is a registered elector of the Town of Winter Park.

The petition must be signed by not less than ten (10) qualified and duly registered electors of the Town of Winter Park. Any petition which is deficient in the number of signatures may be amended no later than January 30, 2018 (63 days before the election).

WITHDRAWAL FROM NOMINATION

A person whose nomination petition has been properly completed and certified may withdraw from nomination by filing a sworn statement with the Town Clerk on or before 5:00 p.m. January 30, 2018 (63 days before the election).

FOR ADDITIONAL INFORMATION

Further information may be obtained from the office of the Town Clerk, located at Town Hall, 50 Vasquez Road, Winter Park, by emailing djardee@wpgov.com or by calling (970) 726-8081 ext. 208.

Regular business hours in the office of the Town Clerk are 8:00 a.m. to 5:00 p.m., Monday through Friday.

Any written correspondence may be mailed to the Town Clerk as follows:

Danielle Jardee, Interim Town Clerk
Town of Winter Park
P.O. Box 3327
Winter Park, CO 80482

**TOWN OF WINTER PARK
ELECTION CALENDAR**

GENERAL MUNICIPAL ELECTION - APRIL 3, 2018

January 2	First day to pick up and circulate nomination petition
January 22	Last day to circulate and file nomination petition
January 29	Last day to amend nomination petition
January 30	Last day for write-in candidate to file affidavit of intent
March 28	Last day to register to vote for regular municipal election
March TBD	Candidates meeting to determine ballot position by lot, Town Clerk's office – Time of meeting 5:00 pm
April 3	Election Day, polls open 7:00 am – 7:00 pm
April 18	Last day to submit a certified written request for a recount
April 23	Last day to contest the election

For further information, please contact the Town Clerk at 726.8081 or visit our website at www.wpgov.com

**COLORADO
FAIR CAMPAIGN PRACTICES ACT
COLORADO REVISED STATUTES
TITLE 1, ARTICLE 45**

The reporting requirements of the Fair Campaign Practices Act applies to all Council candidates who receive any type of contributions, including in-kind contributions. All forms are filed in duplicate with the Town Clerk. It is the responsibility of the candidate to become familiar with and follow the provisions of this Act.)

About Campaign and Political Finance Reporting

The laws and rules governing campaign finance are complex. For more detail, please refer to Article XXVIII of the Colorado Constitution, Title 1, Article 45 of the Colorado Revised Statutes, and the Secretary of State's Rules Concerning Campaign and Political Finance.

Where to Access More Information:

Secretary of State – www.elections.colorado.gov