



Agenda

Election Code Committee

May 15, 2026 – 4:00 PM

CIC Conference Room, City Hall, 300 Laporte Ave and via Zoom at
<https://fcgov.zoom.us/j/99689557489>

A) Call Meeting to Order

B) Roll Call

C) Selection of Chair

D) Approval of Minutes

1. Approval of Minutes.

The purpose of this item is to approve the minutes from the December 18, 2025, Election Code Committee meeting.

E) Discussion / Informational Items

2. Meeting Protocols.

The purpose of this item is to discuss meeting protocols related to the Election Code Committee (ECC).

3. Fort Collins Election History.

The purpose of this item is to provide some history related to Fort Collins elections.

4. Debrief from the 2025 Election.

The purpose of this item is to provide an update on the 2025 election, and collect feedback from the Election Code Committee related to the 2025 election.

5. Work Plan for 2026/2027

The purpose of this item is to highlight some items the Committee may want to pursue as part of its 2026/2027 Work Plan and hear from the Committee about other items they want to pursue.

F) Other Business

G) Adjournment

Upon request, the City of Fort Collins will provide language access services for individuals who have limited English proficiency, or auxiliary aids and services for individuals with disabilities, to access City services, programs and activities. Contact 970.221.6515 (V/TDD: Dial 711 for Relay Colorado) for assistance. Please provide advance notice. Requests for interpretation at a meeting should be made by noon the day before.

A solicitud, la Ciudad de Fort Collins proporcionará servicios de acceso a idiomas para personas que no dominan el idioma inglés, o ayudas y servicios auxiliares para personas con discapacidad, para que puedan acceder a los servicios, programas y actividades de la Ciudad. Para asistencia, llame al 970.221.6515 (VTDD: Marque 711 para Relay Colorado). Por favor proporcione aviso previo cuando sea posible. Las solicitudes de interpretación en una reunión deben realizarse antes del mediodía del día anterior.

May 15, 2026

AGENDA ITEM SUMMARY

Election Code Committee



STAFF

Delynn Coldiron, City Clerk

SUBJECT

Approval of Minutes.

EXECUTIVE SUMMARY

The purpose of this item is to approve the minutes from the December 18, 2025, Election Code Committee meeting.

ATTACHMENTS

1. Draft Minutes, December 18, 2025

December 18, 2025

ELECTION CODE COMMITTEE MEETING

4:00 PM

COMMITTEEMEMBERS PRESENT

Chair/Councilmember Tricia Canonico
Mayor Jeni Arndt
Councilmember Julie Pignataro (remote)

STAFF PRESENT

Delynn Coldiron
Carrie Daggett

A. CALL MEETING TO ORDER

B. ROLL CALL

C. PUBLIC PARTICIPATION

Robbie Moreland congratulated the City Clerk's Office on a successful ranked choice voting election and commended the public outreach efforts. She questioned why so much information was provided on ballot measures but so little on candidates. She also expressed concern with navigating Web Link where the campaign finance reports were posted and suggested improvements could be made in the future. Additionally, she noted this Committee spent a great deal of time discussing the difference between independent expenditures and political committees. She stated two political committees were formed which did not intend to raise money and questioned why they were not told to do independent expenditures instead of forming political committees. She stated there are issues with those committees spending money after the September 30th filing deadline which should be discussed by the ECC.

Moreland also expressed concern about coordination between two candidates and one of the non-profit political committees she just mentioned. She stated coordination should be better outlined and defined and the City should more closely align with the State on the issue. Additionally, she suggested the ECC should discuss the findings of the independent auditor that was hired, continue discussing the dollar for dollar or small donor matching program for candidate elections, and establish an independent election oversight commission as part of its 2026 agenda.

Eric Fried discussed Fort Collins exit polling that was done by Fair Vote which indicated 69% of voters found ballots to be easy to complete and 16.7% found them hard to complete, with 72% being satisfied with their voting experience. Additionally, 62.1% of respondents supported using ranked choice voting in the future.

D. PUBLIC PARTICIPATION FOLLOW-UP

Mayor Arndt thanked the speakers for their information and noted she also received some information from the City Clerk's Office regarding the election.

E. APPROVAL OF MINUTES – March 3, 2025

1. Approval of Minutes

The purpose of this item is to approve the minutes of the March 3, 2025, Election Code Committee meeting.

Mayor Arndt moved, seconded by Councilmember Pignataro, to approve the minutes of the March 3, 2025 meeting. Minutes were approved unanimously.

THE MOTION CARRIED.

F. DISCUSSION/INFORMATIONAL ITEMS

2. Debrief from the 2025 Election.

The purpose of this item is to provide an update on the 2025 election, collect feedback from the Election Code Committee related to the 2025 election, and to collect suggested items to move forward to the 2026 ECC Work Plan.

Tina Harris, Larimer County Clerk and Recorder, and Michelle Mihulka, Larimer County Director of Elections, introduced themselves.

City Clerk Coldiron provided general information about the November 2025 election and included items. She noted it was the first time the City provided a voter information guide. She discussed the finance reports and complaints that were filed, noting all complaints have been closed. She stated the final cost of the election was approximately \$176,300. She discussed the public outreach conducted regarding ranked choice voting and commended the various partners that provided assistance throughout the election.

Michelle Mihulka Larimer County Director of Elections, stated this was a milestone election due to the ranked voting element and noted there are many similarities between ranked voting and plurality voting. She discussed the close collaboration between the City and County regarding public outreach and the election. She further discussed the election testing and mock elections as well as the tabulation and adjudication process. She also discussed the results posting process and website and the two risk-limiting audits, one of which was done for the ranked choice voting Mayoral election. She noted both audits were completed with no discrepancies. Ms. Mihulka discussed the election costs and noted the two-card ballot was the main cost driver.

Mayor Arndt commended the team and collaborative work. She commented on providing a presentation on ranked choice voting and thanked staff for completing the audits.

Councilmember Pignataro commended the visual that was provided regarding ranked choice voting.

City Clerk Coldiron outlined the Code and Charter changes that were made prior to the election and discussed the campaign finance reporting requirements and common issues found with the submitted reports. She also outlined what changes were made regarding the reports during the election process. Additionally, she reported on the election complaints received.

Councilmember Pignataro asked if it was considered a complaint if the person who did the report oversight found an issue. City Clerk Coldiron replied those items were not considered complaints, though many of the issues she was working on were based on complaints from others.

City Clerk Coldiron outlined possible changes needed moving forward, including further Code refinements related to when the City files a complaint, guidelines around when complaints can be submitted, and refinements to the campaign finance spreadsheet.

Councilmember Canonico stated the reporting requirements need to be consistent throughout the election cycle and it could be beneficial if the reporting could be done on software that is more equally available. City Clerk Coldiron concurred.

Councilmember Pignataro asked if candidates are given brief summaries of their responsibilities to submit campaign finance reports when they opt to run, noting that would be particularly important if fines are going to be implemented. City Clerk Coldiron noted responsibilities are outlined on the website and in the candidate guidelines, and that information is part of the candidate orientation; however, she concurred a one-page document could be developed that may be helpful.

Ms. Mihulka stated there were 3,483 hits on the electronic voter guide and the number of voters was around 57,000.

Mayor Arndt noted she received feedback that the increases in campaign donation limits were reasonable but not excessive and also received feedback from Shirley Peel, who has run in both a ranked voting and plurality election, in support of the ranked voting process.

Councilmember Pignataro stated it will be interesting to see the new Councilmember perspectives on next year's ECC.

Councilmember Canonico concurred with Ms. Moreland that the Web Link portal was difficult to navigate. City Clerk Coldiron stated they have just been given more access to be able to make some repairs. She commended the work of the ECC over the last four and a half years.

Mayor Arndt also commended the work of the ECC.

G. REVIEW OF UPCOMING CALENDAR

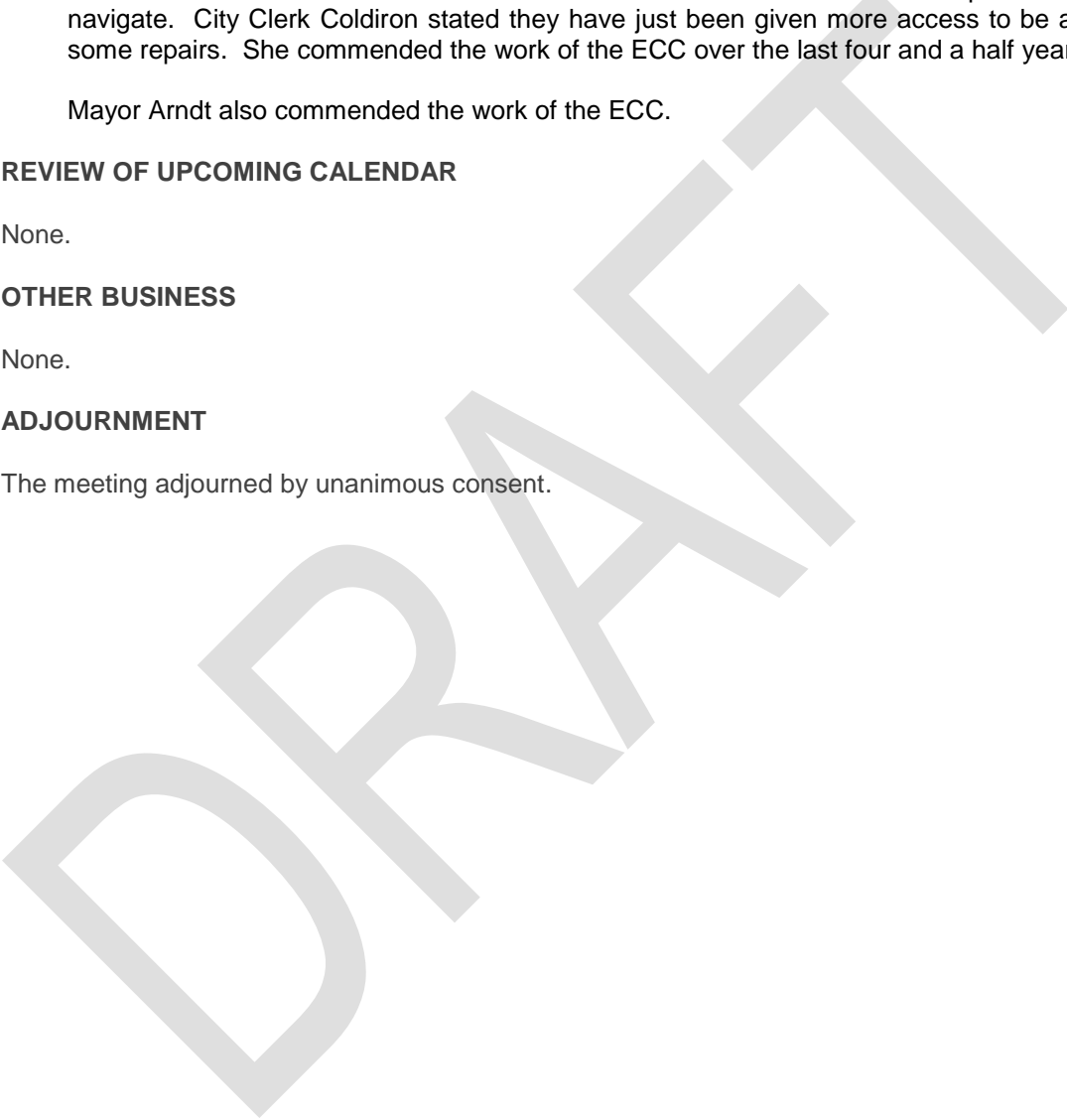
None.

H. OTHER BUSINESS

None.

I. ADJOURNMENT

The meeting adjourned by unanimous consent.



AGENDA ITEM SUMMARY

Election Code Committee



STAFF

Delynn Coldiron, City Clerk

SUBJECT

Meeting Protocols.

EXECUTIVE SUMMARY

The purpose of this item is to discuss meeting protocols related to the Election Code Committee (ECC).

GENERAL DIRECTION SOUGHT AND SPECIFIC QUESTIONS TO BE ANSWERED

1. What meeting schedule would ECC members like to establish?
2. Would members like to make any changes to agenda meeting sections?
3. Would members like meals/snacks provided?

BACKGROUND / DISCUSSION

Meeting Schedule:

ECC meetings have generally been scheduled on an “as needed” basis. While working on substantive items such as implementation of new things like ranked voting, refining election processes/procedures, or developing code changes, meetings typically occur once per month. However, once projects are finalized and/or code changes are agreed upon and ready to move forward to Council, the Committee has taken a break, generally until after an upcoming regular election. Timing of the meetings has generally been in the afternoon starting between 3:30 p.m. and 4:30 p.m. but can be changed as needed. Preferred day of the week should also be discussed.

Agenda:

In this case, a typical agenda includes:

- Roll Call
- Selection of Chair (at the first meeting after new Committee members have been assigned)
- Approval of Minutes
- Discussion/Informational Items
- Other Business

Election Code Committee meetings have, in the past, included general public comment after roll call which is not required, but something the previous Committee wanted. Not all Council Committees take public comment at their committee meetings. The Committee should discuss whether public comment should be added to the Agenda and, if so, whether this would include general public comment, or comment on individual discussion items, or both.

Additional ongoing agenda items Committee members are interested in adding should be discussed at this time as well.

Meals:

The last thing to discuss is whether committee members would like staff to provide a light meal and/or snacks as part of the Committee Meeting.

ATTACHMENTS

1. None.

May 15, 2026

AGENDA ITEM SUMMARY

Election Code Committee



STAFF

Delynn Coldiron, City Clerk
Cecilia Good, Senior Deputy City Clerk
Carrie Daggett, City Attorney
Ted Hewitt, Assistant City Attorney

SUBJECT

Fort Collins Election History.

EXECUTIVE SUMMARY

The purpose of this item is to provide some history related to Fort Collins elections.

GENERAL DIRECTION SOUGHT AND SPECIFIC QUESTIONS TO BE ANSWERED

1. Does the Committee have any questions related to this information?

BACKGROUND / DISCUSSION

Attached is Ordinance No. 5, 1913 – Calling for a special election in March 1913 for the purpose of electing 21 delegates to constitute a Charter Convention which started efforts to form the City's first Charter.

Over time, there have been instances of City general or regular elections in both March and April; however, the first Tuesday after a Monday in April, on odd numbered years, are where most regular elections fell through 2021. Special elections have occurred at different times throughout the years depending on the topic and related timeframes set out in statutes, Charter or City code. Most have occurred in November and have been coordinated with Larimer County. Based on a Council referred item in 2022, regular City elections moved to the first Tuesday after a Monday in November, still on odd numbered years, and are coordinated with Larimer County.

Up to and including April of 2021, City staff conducted all aspects of regular elections and some special elections. This requires a comprehensive knowledge of related statute, Charter, and City code provisions, as well as the ability to manage a detailed and complex project that takes several months to plan, organize and complete. An election official, in this case the City Clerk, must manage and arrange for:

- Space:
 - Identification of polling places
 - Identification of a large enough space for a ballot processing center and tabulation area that can be secured and covered by cameras
- Vendors

- Identification and contracts for:
 - Ballot and envelope design
 - Ballot mailing
 - Ballot tracking system programming and on-site support
 - Likely will need to be replaced since vendor may no longer be active
 - Signature verification machine and on-site support
 - Tabulation machines and on-site support
- Internal Coordination
 - IT:
 - Set up for needed equipment and networks, including bar code scanners
 - Assistance with preparing voter data obtained from the County and migrating into ballot tracking system
 - Assistance with verifying districts and precincts and making adjustments as needed
 - Video configuration and retention for cameras
 - Coordination with vendors to assist with updates, installation and testing
 - Coordination of VPN access
 - Facilities:
 - Space identification and preparation
 - Camera installations
 - Ballot box installations
 - City Hall and other facility preparations
 - Communications:
 - Education and outreach
 - Developing outreach/education plan
 - Printed materials
 - Web site updates
 - Social media and other advertising
 - Traffic
 - Determination of appropriate traffic patterns for drive-up locations, obtain and place signage, cones and other items directing traffic
- Ballot Processing Center
 - Set up room with stations (intake, sorting, ballot opening, signature verification, ballot tracking, ballot content removal, and duplication)
 - Order related equipment, furniture and supplies
- Ballot Tabulation
 - Set up room
 - Work with vendor on equipment set up and logic and accuracy test and final tabulation

- Candidates/Committees
 - Candidate education/guidance
 - Nomination petitions
 - Committee registration
 - Campaign Finance
 - Oversight
- City Hall
 - Reserve space
 - Install banners and other signage
 - Identify and staff polling center space that enables people to vote, get replacement ballots, etc.
- Complaints
 - Tracking, processing and resolution of election complaints
- County
 - Obtain address/precinct information
 - Obtain voter registration information
 - Partner on ballot box signage/usage
 - Install tents/tables at drive-up locations on election day
 - Develop pick-up processes and schedules
 - Identify and train teams
 - Partner to have County employees on-site the week prior through election day to assist with new voters and address changes
- Education
 - Voter information
 - Staff information
 - Training guides for all areas
 - Tours of ballot processing center
 - Posters and other printed materials
- Election Workers
 - Hiring of 50-60 workers to assist in all areas
 - Develop guidelines and train all
 - Create work schedules and assignment lists
 - Oversee and assist them in their work
- Legal Notices
 - Notice of Charter Amendments
 - Notice of election
- Petitions

- Guide petition representatives with respect to related codes
- Approving the form of petitions
- Checking signatures to determine whether or not a petition is sufficient
- Forwarding to Council for referral to ballot if sufficient
- Appeal process oversight
- Nursing Homes
 - Develop plan to assist voters in nursing homes and provide related education and training for those assisting
- Post Office
 - Obtain PO boxes
 - Make arrangements for Business Reply Mail permits
 - Make arrangements related to ballot delivery and pick up
- Uniformed And Overseas Citizens Absentee Voting Act (UOCAVA)
 - Separate notification to these voters
 - Preparation of ballot packages and mailing

The above is a general list of items; however, each category has many more specific and detailed items that must be done to ensure a successful election.

Moving to coordinated elections brought significant benefits to the City Clerk's office, the City of Fort Collins, and voters. Voter turnout is generally better in November elections. As well, Larimer County has a full department dedicated to elections as their full-time jobs. This enables them to stay abreast of all related laws and regulations; they have dedicated space for all election activities and have experts doing the work. The City Clerk's office remains involved in many of the election items noted; however, once an item reaches the ballot stage, the County administers the remainder of the process.

Some milestones that have occurred in elections include:

- Mail Ballot Election Act (Title 1) was enacted by the state effective January 1, 1991. Fort Collins conducted its first mail ballot election in 1995. In 2006, a new article was added to City code related to this establishing local guidelines.
- Signature verification resulted from legislative changes in 2017/2018 that tightened requirements around mail ballot voting. HB16-1070 required mandatory signature verification for municipal mail ballot elections. Fort Collins put this into practice for the April 2019 regular City election.
- November regular elections became a reality in 2023 after voters approved a Council referred question during the November 2022 special election.
- Ranked Voting was also an item referred to the voters by Council at the 2022 special election. Fort Collins put this into practice for the first time during the November 2025 regular City election.

Costs can vary substantially between City-run and County coordinated elections. When the City runs its own election, all costs are borne solely by the City. With coordinated elections, costs are shared among all participating entities. If the state and/or county participate, this greatly reduces costs. In the most recent coordinated election, both the state and county participated. The state reimbursed the county for 45% of election costs which reduced the amount coordinating entities had to share. The remaining costs are then divided among participating entities (county, cities, school districts and others such as fire protection districts) based on number of households (for TABOR) and number of eligible electors. There can also be

unique costs attributed to one or more entities for things such as ranked voting. Here is a comparison of costs between the last five City-run and coordinated elections:

City Elections	Coordinated Elections
2013 - \$152K	2016 - \$129K
2015 - \$243K	2017 - \$69K
2017 - \$232K	2022 - \$317K
2019 - \$343K	2023 - \$167K
2021 - \$355K	2025 - \$176K

It is important, especially in a budget-constrained environment, to understand the implications of running our own special elections, especially in light of petition or other efforts that may create the need for the City to do so. It is worth noting that a special election held outside of November may result in the City paying for two elections in a given fiscal year.

For those interested, staff is working on a document that outlines all election Ordinances that have been approved by City Council. It will be provided to the Committee once it is fully developed.

ATTACHMENTS

- 1. Ordinance No. 5, 1913 (copy)
- 2. 2025 Election Costs
- 3. Presentation

Ordinance No. 5, Series of 1913.

AN ORDINANCE AUTHORIZING A CALL FOR A SPECIAL ELECTION TO ELECT TWENTY-ONE DELEGATES TO CONSTITUTE A CHARTER CONVENTION TO FRAME A CHARTER FOR THE CITY OF FORT COLLINS, AND MAKING PROVISION FOR THE MEETINGS OF SAID CHARTER CONVENTION.

WHEREAS, at a special election duly and regularly called and held on the 18th day of March, 1913, at which there was submitted to the voters of the City of Fort Collins who were qualified electors under the law, the question, "Shall Fort Collins hold a Charter Convention as provided in Article XX. of the Constitution of the State of Colorado," 1009 votes were cast by such qualified electors, of which 672 votes were in the affirmative and 337 in the negative, as determined by the canvass of the votes cast at said election, and proposition then submitted was duly declared as carried.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF FORT COLLINS, COLORADO.

Section 1. That a special election shall be called as provided by law, and held in the several precincts and wards of the City of Fort Collins on Tuesday, the 17th day of June, A D. 1913, at which special election there shall be elected by the qualified electors of the said city of Fort Collins twenty-one (21) taxpayers of said City, who shall then have been qualified electors

within the limits of said city for at least five (5) years, to constitute a charter convention to frame a charter for said city in accordance with the provisions of Article XX of the Constitution of the State of Colorado

Section 2. The said election shall be held at the following places in said precincts and wards in said city, to-wit

Precinct 1 Ward 1, City Hall

Precinct 1 Ward 2, 144 West Mountain Ave

Precinct 2 Ward 2, St Paul's Chapel, Shields St.

Precinct 1 Ward 3, Court House

Precinct 2 Ward 3, Chapel corner Canon Ave and Mulberry St

Precinct 3 Ward 3, Christian Chapel corner Oak and Mack Sts

Precinct 1 Ward 4, Christian Church corner College Ave. and Magnolia St

Precinct 2 Ward 4, Advent Church, Whedbee and Magnolia Sts.

Precinct 1 Ward 5 Baptist Church Peterson St

Section 3. The polls shall be opened at the hour of seven o'clock A M and shall remain open continuously and be closed at seven o'clock P. M. of said day.

Section 4. The said election shall be held and conducted as nearly as may be in the manner prescribed by law in the case of elections for municipal officers. Each elector offering to vote at said election must be registered under the provisions of Chapter 127 of the Session Laws of Colorado of 1911

Section 5. Immediately after the canvass of the returns from said special election, the City Clerk shall

issue certificates of election respectively to the twenty-one (21) delegates found to be elected, and the members so elected shall constitute a charter convention which shall hold its first meeting on Tuesday, the 1st day of July, 1913, at the hour of ten o'clock in the forenoon at the City Hall in the City of Fort Collins for the purpose of organization, at which place all sessions of the charter convention shall be held under such rules and regulations as may be prescribed by said charter convention. The officers and members of said charter convention shall receive no compensation for their services, but said charter convention is hereby vested with authority to employ such clerks and stenographers, and fix their compensation, as it may deem necessary for the purpose of transacting its business.

Section 6. The City Clerk of the City of Fort Collins is hereby constituted supply clerk for said charter convention, and is hereby authorized and empowered to purchase and furnish stationery and supplies required for said charter convention as may be ordered for the purpose of transacting its business under such resolutions as may be adopted by said charter convention making requisitions for said supplies

Section 7. Immediately upon the completion and adoption of the charter framed by said convention, the charter so framed, with a prefatory synopsis, shall be signed by the officers and members of the convention and delivered to the City Clerk of the City of Fort Collins, who shall cause the said charter to be published in full

under his official certification in the official newspaper of said city, three times, and a week apart, the first publication being with the call for a special election, at which the qualified electors of said City of Fort Collins shall by vote express their approval or rejection of said charter, and the said special election for the approval or rejection of said charter shall be held not more than sixty days after its delivery to the City Clerk. All expenses of said charter convention shall be paid out of the city treasury upon the order of the President and Secretary thereof, by warrants of said city of Fort Collins, signed by the Mayor and countersigned by the City Clerk, as provided by law and out of the appropriation made for said charter convention. All expenses of elections for charter convention and charter votes shall be paid out of the city treasury upon the order of the City Council by warrants drawn upon appropriation made for said purpose, as provided by law.

Section 8. Upon the passage and adoption of this Ordinance, the City Clerk shall publish notice and call of a special election as herein authorized, in accordance with the statutes in such case made and provided

Passed, adopted, signed and approved this 19 day of May, A D 1913.

H. M. Palmer
Mayor

ATTEST
Ray Baxter
City Clerk.

LARAMIE COUNTY 2025 COORDINATED ELECTION ENTITY BILLING	Cost - TABOR			Cost - Unique			Cost - Election			TOTAL COST
	\$79,956.18			\$93,648.93			\$770,711.32			
	Households	% of Proration	Balance of Costs	Eligible Electors	% of Proration	Balance of Costs	Eligible Electors	% of Proration	Balance of Costs	
State of Colorado	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$346,820.09	\$346,820.09
Larimer County	148,728	53.169%	\$42,511.58	N/A	N/A	N/A	284,245	37.015%	\$156,902.60	\$199,414.19
City of Fort Collins	65,700	23.487%	\$18,779.32	N/A	N/A	\$90,546.93	121,330	15.800%	\$66,973.89	\$176,300.14
City of Loveland	N/A	N/A	N/A	N/A	N/A	N/A	62,853	8.185%	\$34,694.72	\$34,694.72
Poudre School R-1	N/A	N/A	N/A	N/A	N/A	N/A	165,975	21.614%	\$91,617.83	\$91,617.83
Thompson School R2-J	55,991	20.016%	\$16,004.16	N/A	N/A	N/A	108,757	14.163%	\$60,033.62	\$76,037.78
St. Vrain Valley School RE-1J	N/A	N/A	N/A	N/A	N/A	N/A	598	0.078%	\$330.09	\$330.09
Town of Estes Park	N/A	N/A	N/A	N/A	N/A	N/A	4,533	0.590%	\$2,502.21	\$2,502.21
Town of Timnath	3,784	1.353%	\$1,081.60	N/A	N/A	N/A	8,159	1.062%	\$4,503.75	\$5,585.35
Wellington Fire Protection	5,526	1.975%	\$1,579.52	N/A	N/A	\$3,102.00	11,472	1.494%	\$6,332.52	\$11,014.04
	279,729	100%	\$79,956.18	N/A	N/A	\$93,648.93	767,922	100%	\$770,711.32	\$944,316.43

The State reimburses the county for forty-five percent of election costs (\$346,820.09). Coordinating entities share only those election costs that are not reimbursed by the State (\$423,891.23).

Election Code Committee Meeting

Delynn Coldiron, City Clerk
Cecilia Good, Sr. Deputy City Clerk
Carrie Daggett, City Attorney
Todd Witt, Assistant City Attorney II



Election History

Debrief from the 2025
Election

Feedback from ECC

2026 Work Plan



Election History

ollins Elections - History



City Charter required elections to be held in April of each year. Regular elections on odd years. City conducted all aspects of City elections through April 2021.



The State authorized mail ballot elections starting in 1990. Council approved moving to mail ballot elections starting in 1995. The City continued to conduct all aspects of City elections. An increase in voter turnout resulted from change to mail in ballots.



The City adopted its own provisions under Article VIII related to mail ballots processes/procedures in 2006. Various election code changes occurred over time, but timing and oversight remained the same. Signature verification went into effect in 2019.



Major changes occurred in 2022 when voters approved moving elections to November (this also increased voter turnout) and enabled coordination with the County. Voters also approved a move to Ranked Voting. Council has always had the ability to call special elections at a time other than the biennial regular municipal election.

ollins Elections – Ballot Processing



City
• 2013 - \$152K
• 2015 - \$243K
• 2017 - \$232K
• 2019 - \$343K
• 2021 - \$355K

Coordinated
• 2016 - \$129K
• 2017 - \$69K
• 2022 - \$317K
• 2023 - \$167K
• 2025 - \$176K



Questions?

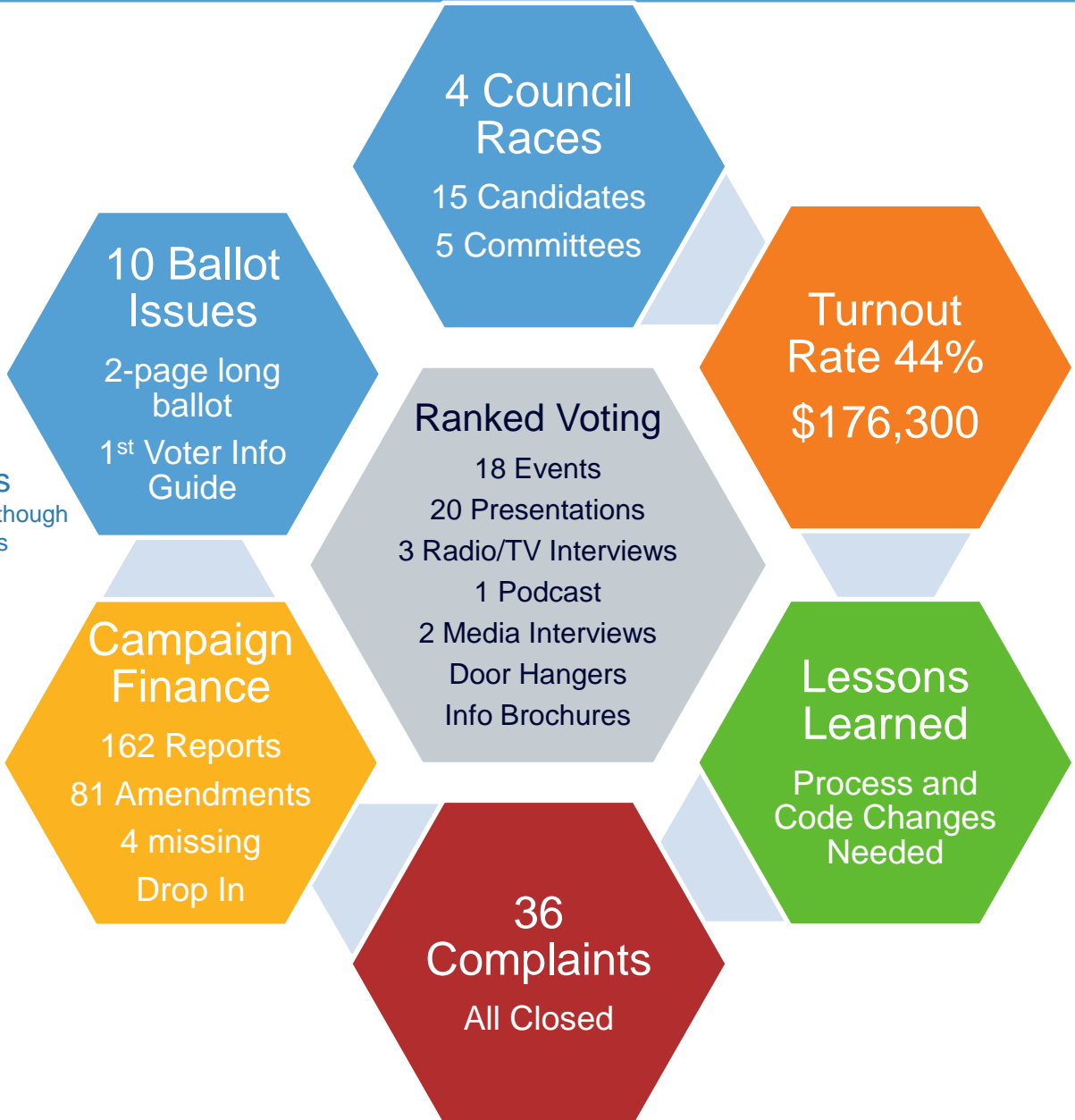


Debrief of 2025 Election

Election – We Did It!!



3,447 downloads
Top across entire website although only up for a few weeks



Amazing Partnerships



Ranked Voting Election Administration

The broad strokes of a ranked voting election are the same as any other November election. We:

1. Sign an intergovernmental agreement.
2. Program the election.
3. Test the election.
4. Verify, tabulate, and adjudicate ballots.
5. Post election results.
6. Audit the election.

The difference is in the details.

Ranked Voting Election Administration – Intergovernmental Agreement

Larimer County and the City of Fort Collins entered into an intergovernmental agreement in April, 2025. This agreement, in addition to the usual details of election coordination, also:

- Outlined shared responsibilities of conducting a ranked voting election, including voter education and outreach.
- Provided an estimate of costs unique to ranked voting.

But collaboration between the County and City actually began much earlier:

- The County and City officially met to “kick off” the ranked voting election in January, 2025.
- City and County continued to meet monthly to share key updates, educational materials, and public communications.

Ranked Voting Election Administration – Election Programming

The County programmed the 2025 Coordinated Election, including ranked voting contests for the City of Fort Collins Mayor and Council Districts 1 and 3. This was only possible after:

- Exhaustive review of Rule and Law.
- Communication with the voting system provider and Secretary of State staff.
- Testing, testing, testing!
- Conducting mock elections.

Ranked Voting Election Administration – Tabulation and Adjudication

The process of verifying, extracting, prepping, and tabulating ballots does not differ between standard and ranked contests. Ranked voting does, however, result in additional adjudication.

When a voter makes a mistake on their ballot, election judges must examine that ballot for “voter intent” and make any necessary corrections. What this looks like:

- A voter crosses out a mark in Round 6.
- Election judges interpret the correction.
- Election judges tell the system which mark to count.

In general, more bubbles = more adjudication.

Ranked Voting Election Administration – Results Posting

The County's results posting schedule was the same for all measures and races in the 2025 Coordinated Election.

The process for posting ranked voting results required:

- Updates to the Larimer County results posting website.
- Integration of visualization software.
- Additional results reports (for each ranked contest).

Ranked Voting Election Administration – Risk-Limiting Audit

The County audited each ranked voting race before the canvass board certified the election.

In practice, the County conducted two audits:

1. The official 2025 Coordinated Election Risk-Limiting Audit.
Target Contests = State/County.
2. The pilot 2025 Coordinated Election Risk-Limiting Audit.
Target Contest = City of Fort Collins Mayor.

These milestone audits were the first time a ranked voting contest was tested in a risk-limiting audit using the Colorado Risk-Limiting Audit (CORLA) tool.

Ranked Voting Election Administration – Costs

Unique costs associated with ranked voting:

- Voting System License: \$10,000.00
- Instructional Insert: \$12,212.97
- Election Judge Staffing Increase – Adjudication: \$1,894.46
- **TOTAL: \$24,107.43**

Unique costs associated with 2-card ballot:

- Printing and Insertion: \$52,372.84
- Election Judge Staffing Increase – Extraction: \$14,066.66
- **TOTAL: \$66,439.50**



PROGRAM EXCELLENCE

IN GOVERNANCE AWARD **IIMC 2026**



July 2024: Charter Amendments for Articles VIII (General), IX (Recall) and X (Initiative and Referendum)

- Modernized language on all
 - ✓ Move to business days in increments of 7
 - ✓ Clarified if process was going to remain calendar days
- Reorganization of materials for clarity
- Updated processes
 - ✓ Review periods
 - ✓ Simplification (easier review process and elimination of cure provisions)
- Petitions – City Clerk prepares general statement, simplified review process, tightened timeframe protests, requires initiative measures to be voted on at next timely November election

February 2025: Code Changes

- Revisions to enforcement process
- Revisions to campaign contributions including adding additional reports
- Removal of write-in candidates
- Revision of requirements for petition circulators (not having to read entire petition and attachments unless asked, timing, etc.)
- Revisions to various sections to align with the City's Charter

April 2025: Proposed Charter Changes

- Resulted in 6 Charter amendments moving forward to the 2025 Ballot

✓ All but one was approved

2025 Election:

- ✓ 162 Reports Received
 - ✓ 8 late reports were received
 - ✓ 81 amendments were requested and received
 - ✓ 4 amendments requested but not received (same person)
 - Information has been turned over to attorneys for prosecution
- 243 Reports Processed
- 6 reports were required prior to changes. We now require 7 reports (more if committees register early)
 - ✓ **2 weeks** after filing committee registration (then on 1st day of quarter until September) - NEW
 - ✓ **July 1, 2025** - (1st day of quarter until Sept. 2, 2025 report) - NEW
 - ✓ **Sept. 2, 2025** (63 days before election) - NEW
 - ✓ **Sept. 30, 2025** (35 days before election)
 - ✓ **Oct. 14, 2025** (21 days before election)
 - ✓ **Oct. 21, 2025** (14 days before election)
 - ✓ **Oct. 31, 2025** (by noon - Friday before election)
 - ✓ **Dec. 2, 2025** (28 days after election) - AMENDED
 - ✓ **Jan. 13, 2026** (70 days after election)
- 1 Candidate Unresponsive to Filing Deadlines

Common Issues Found:

- ✓ People neglected to sign or date the report
- ✓ Not showing the correct report period
- ✓ Report signed by the wrong person
- ✓ Not submitting the report to all parties (City and 3rd Party)
- ✓ Not understanding that the ending balance of the prior report needed to match the beginning balance of current report
- ✓ Not completing or making errors with cumulative totals
- ✓ Changing or eliminating the formula in the spreadsheet resulting in calculation errors
- ✓ Incomplete names/addresses for contributors and expenditures
- ✓ Not completing the column designating whether something was a loan

Changes made:

- ✓ Spreadsheet was slightly modified to help make it clear what field entries were required
- ✓ Criteria checklists developed to assist with review reports
- ✓ Providing third party with filed spreadsheets to assist in cross-checking and calculations

Very helpful related to Campaign Finance!

- ✓ Especially with the extra efforts required for Ranked Voting

Budgeted for \$40K; actual - \$17,380K to date

Improvements needed:

- ✓ More training on Code provisions related to campaign finance and enforcement
- ✓ Shared file locations that can be accessed by third party
- ✓ More timely uploads and sharing of initial committee information
- ✓ Better tracking of amendments
- ✓ Training on complaint process so they can assist

36 Complaints Received:

- ✓ 21 complaints filed by one complainant
- ✓ 11 complaints filed by another complainant
- ✓ 4 complaints filed by separate individuals

Complaint Types:

- 1 – No reported contributions/expenditures yet activity was occurring (i.e., website)
- 1 – Funds on hand with no identification of where they were from
- 1 – LLC reporting
- 1 – LLC revised report did not include dates
- 1 – Paypal processing fees not itemized
- 2 – Date listed at the top of form was incorrect, registered agent did not date the form, registered agent did not include title.
- 2 – No separate bank account
- 2 – Question about where donations were actually going (committee or another)
- 2 – Committee making expenditures with no contributions
- 2 – Cumulative totals section not completed or incorrect totals in form
- 3 – Contributions in excess of limits
- 4 – No paid for by listed
- 6 – No committee registered but participating in election
- Committee coordinating with another committee

- Further Code refinements and/or administrative procedures need to be developed around enforcement process
 - ✓ When does City file complaints
 - ✓ Should there be some standard steps that if a report is late, after XX days there is an automatic fine (may be other items where this should apply) – would be good to have this set out in Code
 - ✓ Guidelines around complaints (when to file, etc.)
 - ✓ Simplify process
- Further refinements to Campaign Finance Spreadsheet or different way to file
 - ✓ Could research systems that do this; however, we know they are costly
 - ✓ Would be helpful in filing, tracking, etc.
 - ✓ Found a possible solution!
- Changes to allow someone to get started with some things such as creating a bank account prior to filing a registration since funds are required to do this, but we require proof of a bank account at time of registration
- Changes around 3rd Party Assistance:
 - ✓ More training on Code provisions related to campaign finance and enforcement
 - ✓ Shared file locations that can be accessed by third party
 - ✓ More timely uploads and sharing of initial committee information
 - ✓ Better tracking of amendments
 - ✓ Training on complaint process so they can assist





Campaign Finance Report

Any questions or concerns related to this report can be sent to elections@fortcollins.gov

Type of Report *

- New Report
- Amending a Previous Report

Reporting Period *

Election Date *

Date of election most relevant to this committee

Contact Information

Full Name of Committee: *

Name of committee as shown on the Committee Registration Form

Candidate First Name

If not on behalf of a candidate, leave this blank

Candidate Last Name

If not on behalf of a candidate, leave this blank

Email Address *

<https://records.fcgov.com/Forms/CampaignFinanceReport>



2026/2027 Work Plan

Enforcement Process and Related Violation Refinement

Committees/Independent Expenditures

Nomination Petitions (more signatures?)

Redistricting/precinct boundaries

Other?



OTHER BUSINESS?



AGENDA ITEM SUMMARY

Election Code Committee

STAFF

Delynn Coldiron, City Clerk
Cecilia Good, Senior Deputy City Clerk
Carrie Daggett, City Attorney
Tina Harris, Larimer County Clerk and Recorder
Michele Mihulka, Larimer County Director of Elections

SUBJECT

Debrief from the 2025 Election.

EXECUTIVE SUMMARY

The purpose of this item is to provide an update on the 2025 election, and collect feedback from the Election Code Committee related to the 2025 election.

GENERAL DIRECTION SOUGHT AND SPECIFIC QUESTIONS TO BE ANSWERED

1. Does the Committee have feedback related to the 2025 election?

BACKGROUND / DISCUSSION

Staff will provide specifics about the 2025 election and collect feedback from the Committee.

ATTACHMENTS

1. Presentation (included as an attachment to Item 3)

AGENDA ITEM SUMMARY

Election Code Committee



STAFF

Delynn Coldiron, City Clerk
Cecilia Good, Senior Deputy City Clerk
Carrie Daggett, City Attorney
Ted Hewitt, Assistant City Attorney

SUBJECT

Work Plan for 2026/2027

EXECUTIVE SUMMARY

The purpose of this item is to highlight some items the Committee may want to pursue as part of its 2026/2027 Work Plan and hear from the Committee about other items they want to pursue.

GENERAL DIRECTION SOUGHT AND SPECIFIC QUESTIONS TO BE ANSWERED

1. Does the Committee have feedback related to the proposed 2026/2027 Work Plan items?
2. Does the Committee have other areas it wants staff to focus on?

BACKGROUND / DISCUSSION

Possible Code changes staff would like to discuss with the Committee include the following:

- Election enforcement process refinements
- Committees
- Independent expenditures
- Nomination petitions; and
- Redistricting/precinct boundaries
- Other?

Staff's goal is to have changes implemented by Q1 2027. This would mean first and second readings before Council would occur in the December 2026/January 2027 timeframe.

ATTACHMENTS

1. Presentation (included as an attachment to Item 3)