



Agenda

Election Code Committee

September 18, 2026 – 4:00 PM

**CIC Conference Room, City Hall, 300 Laporte Ave and via Teams at
<https://teams.microsoft.com/meet/218344506274814?p=7pS9BJM8TvPflFTrWF>**

Remote Participation Available

- A) Call Meeting to Order**
- B) Roll Call**
- C) Public Participation**
- D) Public Participation Follow-up**
- E) Approval of Minutes**

1. Approval of Minutes.

The purpose of this item is to approve the minutes of the May 15, 2026, Election Code Committee meeting.

F) Discussion / Informational Items

2. Proposed Election Code Changes.

The purpose of this item is to propose election-related Code changes for the Committee's consideration.

3. Work Plan for 2026/2027.

The purpose of this item is to track other items on the 2026/2027 Work Plan and possible longer-term projects.

G) Review of Upcoming Calendar

H) Other Business

I) Adjournment

Next Scheduled Committee Meeting: 4:00 PM, October 23, 2026

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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 (V/TDD: 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.

September 18, 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 of the May 15, 2026, Election Code Committee meeting.

ATTACHMENTS

1. Draft Minutes, May 15, 2026

May 15, 2026

ELECTION CODE COMMITTEE MEETING

4:00 PM

COMMITTEEMEMBERS PRESENT

Councilmember Chris Conway
Councilmember Josh Fudge
Councilmember Melanie Poytondy

STAFF PRESENT

Delynn Coldiron
Carrie Daggett

A. CALL MEETING TO ORDER

B. ROLL CALL

C. SELECTION OF CHAIR

Members concurred with appointing Councilmember Conway as Chair.

D. APPROVAL OF MINUTES – December 18, 2025

1. Approval of Minutes

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

Councilmember Fudge moved, seconded by Councilmember Potyondy, to approve the minutes of the March 3, 2025 meeting.

THE MOTION CARRIED 3-0.

E. DISCUSSION/INFORMATIONAL ITEMS

2. Meeting Protocols.

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

City Clerk Coldiron stated this item relates to meeting logistics including how often to meet and when and whether public participation will continue to be part of the agendas.

Members concurred on a 4:00 Friday meeting time and moved on to discuss the Committee's work plan.

Councilmember Fudge suggested having the first Committee meeting in September and members concurred on the third Friday of each month.

Members agreed to keep a public comment section in the meeting agendas and opted to include it in this agenda at this point.

Robbie Moreland thanked the Councilmembers for their service on this Committee and discussed topics that have been on previous agendas, including the creation of an election oversight function with the power to independently and legally determine the outcome of election complaints, public funding for elections, and a voter guide that is accessible to all voters. She noted the City Clerk's Office hired a consultant to audit campaign finance reports for the last election and asked if there is going to be a report on the effectiveness of that consultant.

Kathleen Schmidt encouraged Council to initiate public financing of elections.

Councilmember Fudge stated having the voter guide be more accessible should be fairly easy to implement and commented on the effectiveness of the consultant from his perspective. He suggested a report on that could be helpful. Additionally, he suggested public financing of elections could be added to a long-term list.

Councilmember Potyondy expressed support for public financing of elections; however, with the recent changes of shifting the elections to November and adding ranked-choice voting, that topic may need some additional time to consider.

3. Fort Collins Election History.

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

City Clerk Coldiron provided some history of Fort Collins elections and noted there is a possibility that Fort Collins would need to hold a special election of its own related to the petition that is currently circulating regarding surveillance. She provided some information about some of the bigger changes to Fort Collins elections over time and discussed how Fort Collins conducted elections and processed ballots when it held its own elections. She also provided costs for previous City-run and coordinated elections.

Councilmember Potyondy asked about the source of funds for elections. City Clerk Coldiron replied special appropriations are requested from Council.

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.

Kim Holbrook, Records and Information Governance Program Manager, Cecilia Good, Senior Deputy City Clerk, 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 and it was the highest downloaded document on the City's website. 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.

County Clerk Harris also commended the partnerships and commented on the outreach that was done to ensure the community was prepared for the election.

Larimer County Director of Elections Mihulka commented on the ranked voting election administration and collaborative work between the City and County. She discussed the website updates that were necessary for results posting and the risk-limiting audit process. She also discussed the costs of the election administration.

City Clerk Coldiron noted the City Clerk's Office received an MVP award as part of the employee recognition breakfast and has been recognized with a program excellence in governance award by the International Institute of Municipal Clerks for innovative outreach to citizens. She went on to outline the Code changes that were made prior to the election and discussed the campaign finance report statistics. She noted it was helpful to have the outside third-party consultant reviewing the campaign reports and commented on the areas that are planned for improvement. City Clerk Coldiron stated 36 complaints were received and noted they have all since been resolved.

Councilmember Conway suggested including a flowchart or checklist of 'to-do' items for candidates.

Holbrook discussed the new campaign report form that is being proposed for use.

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.

City Clerk Coldiron stated staff would like the Committee to discuss the enforcement process and related violations, committees and independent expenditures, the establishment of bank accounts for candidates, whether a separate bank account is needed for independent expenditure committees, consideration of raising the independent expenditure amount before requiring a committee to be formed, possibly raising the number of signatures required for nomination petitions, redistricting, and possibly looking at simplifying election components of the Municipal Code.

Councilmember Potyondy suggested the Municipal Code changes will likely be a longer-term project and stated she would like the Committee to look at whether the two-year mayoral term is in line with other municipalities and to discuss a regular cadence for looking at the number of signatures needed to put an item on the ballot or to overturn a Council action. City Attorney Daggett noted there is a constitutional provision in the City Charter for signature maximums for referenda and initiatives. She also noted that when the Charter was changed in the early 1990's to create the current structure, the thought was that a symmetry was created by having four seats up for election on each two-year ballot; however, that could be reconsidered.

Members and staff discussed the Work Plan items and City Attorney Daggett outlined what staff can likely prepare for September.

F. OTHER BUSINESS

None.

G. ADJOURNMENT

The meeting adjourned by unanimous consent.

September 18, 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

Proposed Election Code Changes.

EXECUTIVE SUMMARY

The purpose of this item is to propose election-related Code changes for the Committee's consideration.

GENERAL DIRECTION SOUGHT AND SPECIFIC QUESTIONS TO BE ANSWERED

1. Does the Committee have feedback related to the proposed Code changes?
2. Does the Committee have any concerns about bringing forward the proposed changes for consideration by the entire Council?

BACKGROUND / DISCUSSION

The following are proposed Code changes for the Committee's review:

1. Modernization:
 - a. Stylistic changes throughout, including changing passive voice to active voice and improving the precision of requirements by changing "shall" or "shall not" to "must," "will" or "may not" as appropriate
2. Cross-References:
 - a. Cross-references have been updated throughout to ensure accuracy.
3. Non-Applicable Section Removal – Sections 7-136(c)(1)(a) and (m) and Section 7-191(b):
 - a. Provisions are being removed that were only applicable to previous elections.
4. Precinct Map – Section 7-71:
 - a. Currently, Section 7-71 of the City code requires the City Clerk to review precinct boundaries whenever the County amends its precinct boundaries and recommend precinct boundary changes to City Council. This Section is amended to authorize rather than require the City Clerk to review the new boundaries and make recommendations to City Council.
5. Redistricting – Section 7-87:

- a. Currently, Section 7-87 requires the City Clerk to review population deviations in Council districts whenever the City Clerk reviews precinct boundaries. This requirement is removed.
 - b. It also requires the City Clerk to recommend appropriate district boundaries within 18 months of the federal census and to review district boundaries for population deviations at least once within six years after redistricting. This requirement remains unchanged; however, the ability for Council to direct a review of population deviations is added to this Section.
6. Campaign Definitions – Section 7-132:
 - a. The definition of “contribution” does not currently include contributions to small-scale issue committees. A contribution to a small-scale issue committee is added to the definition of “contribution”.
 7. Campaign Contributions/Expenditures – Section 7-135:
 - a. Electronic Contributions: In Section 7-135(e) a reference to “Paypal” is removed as existing law covers payment intermediary services.
 8. Independent Expenditures – Section 7-139:
 - a. The requirement for a person making independent expenditures of \$2,500 or more to register as an issue committee or a political committee is removed. These persons will have to disclose independent expenditures under the requirements of the existing code. Additionally, a requirement to disclose the source of independent expenditures is added.

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.

The Committee will start reviewing proposed Charter changes once all proposed Code changes have been reviewed. Possible Charter changes include:

- Number of signatures required on nomination petitions.
- Term for Mayor.
- Timing of regular elections.

ATTACHMENTS

1. Presentation

Election Code Committee Meeting

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



Proposed Code Changes

2026/2027 Work Plan



Proposed Code Changes

Does the Committee have feedback related to the proposed Code changes?

Does the Committee have any concerns about bringing forward the proposed changes for consideration by the entire Council?

- 1. Style Modernization**
- 2. Cross-References**
- 3. Non-Applicable Section Removal – Sections 7-136(c)(1)(a) and (m) and Section 7-191(b)**
- 4. Precinct Map – Section 7-71**
- 5. Redistricting – Section 7-87**
- 6. Campaign Definitions – Section 7-132**
- 7. Campaign Contributions/Expenditures – Section 7-135**
- 8. Independent Expenditures– Section 7-139**

Goal is to have changes implemented by Q1 2027;
first and second readings are planned to occur in
December 2026/January 2027 timeline

Does the Committee have feedback related to the proposed Code changes?

Does the Committee have any concerns about bringing forward the proposed changes for consideration by the entire Council?



2026/2027 Work Plan and Long-Term Projects

Does the Committee have feedback related to the 2026/2027 Work Plan items?

Does the Committee have feedback on the Long-Term Projects or have other items it wants staff to focus on?

Code Changes - Underway

Charter Changes

Candidate Guidelines/Education

Voter Information Guide

Long-Term Projects

Other?

2026/2027 Work Plan:

- Code Changes (Underway) – Changes related to Campaign Complaints/Enforcement will be reviewed in October
- Charter Changes
 - ✓ Signatures on Nomination Petitions
 - ✓ Term for Mayor
 - ✓ Timing of Regular Elections
- Candidate Guidelines and Education
 - ✓ Setting up a Committee and related information (bank account, EIN #, etc.)
 - ✓ Determining who should be the registered agent and who can sign things

2026/2027 Work Plan:

- Voter Information Guide
 - ✓ Ensuring this is accessible to all voters
 - ✓ Explore providing QR code with ballot information; if not allowed then postcard mailing?

Long-Term Projects:

- Public funding for campaigns
- Other?

Does the Committee have feedback related to the 2026/2027 Work Plan items?

Does the Committee have feedback on the Long-Term Projects or have other items it wants staff to focus on?



OTHER BUSINESS?

September 18, 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

Work Plan for 2026/2027.

EXECUTIVE SUMMARY

The purpose of this item is to track other items on the 2026/2027 Work Plan and possible longer-term projects.

GENERAL DIRECTION SOUGHT AND SPECIFIC QUESTIONS TO BE ANSWERED

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

BACKGROUND / DISCUSSION

2026/2027 Work Plan Items:

- Code changes – underway
- Charter changes
- Candidate Guidelines and Education
 - Discussion on becoming a candidate and related challenges
 - Setting up a committee and related information (bank account, EIN, etc.) needs more clarification
 - Determining who should be the registered agent and who can sign things
 - Instructions related to electronic donations and ensuring candidates receiving the maximum allowable donation
 - Would like to get feedback from the Committee on similar items/issues that need to be addressed
- Voter Guide
 - Ensuring this is accessible to all voters
 - Explore providing a QR code with ballot information; if not allowed then a postcard mailing?

Longer-Term Projects:

- Public funding for campaigns
- Other?

ATTACHMENTS

1. Presentation (included as an attachment to Item 2)