



TO: Honorable Mayor and Town Council

FROM: Lisa Anderson, Town Clerk

TITLE: **Update: Special Election Options**

Following the results of the November 7, 2017 Special Election; staff has researched parameters for holding a Special Election in 2018.

In early 2018, the County anticipates installing and implementing new election software so they are unable to commit to conducting a special election for us until they are more familiar with the system. Our other option is to run the election ourselves knowing there may be increased costs for obtaining space for ballot processing, contracts for equipment and printing and mailing ballots, implementing signature verification, and hiring election judges.

Per deadlines in State Statute and Municipal Code, as well as time required for redistricting, there is a window of time available in 2018 to hold a special election between March 27 and May 15.

- An Ordinance to call a special election must be at least 70 days prior to the election. Based on this, March 27 would be the earliest date a special election could be held, requiring first reading of the ordinance on January 2 and second reading on January 16. *(The County likely not able to commit to a date for a special election by that time.)*
- The latest a special election could be held is May 15 to accommodate redistricting prior to August 7 when candidates can begin circulating petitions for a November 2018 election, requiring first reading of the ordinance on February 20 and second reading on March 6. The Election Commission requires a minimum of 8 weeks to redistrict then present the new districts at the July 17 Town Council meeting prior to the August 7 deadline, commencing no later than May 22. *(Town Council can determine at that time whether the special election is conducted by the Town or by the County if they can commit to a date.)*

Below are the potential special election dates and deadlines to call the election:

Special Election must be held on a Tuesday

March 27 or April 3 or April 10

April 17 or April 24

May 1 or May 8

May 15

1st & 2nd Reading

Call Election(*)

January 2 & 16 (1)

January 16 & February 6 (1)

February 6 & 20 (1)

February 20 & March 6

** 2nd Reading 70 days prior to election to authorize IGA with County per Title 1*

(1) County may or may not be able to commit to a special election date by this time.

Redistricting Time Required

May 22 8 weeks minimum to complete redistricting (prior timeframe allowed 11 weeks)

July 17 Last Council meeting to present the new Election District Map

August 7 Candidates may begin circulating petitions 91 days prior to election per Code

PROPOSED MOTION

I move to direct staff to continue discussions with the County on availability to conduct a special election for the Town and investigate requirements if the Town conducted a special election.