



Election Commission Meeting Minutes - Draft

Acting Chair Bellis
Commissioner Bonham
Commissioner Arvidson
Commissioner Fletcher
Commissioner Jensen

Monday, September 22, 2025

5:30 PM

Town Hall
100 N. Wilcox Street
Castle Rock, CO 80104

This meeting is open to the public. Three or more Council members may also attend this meeting, during which the items listed herein will be discussed. If you are unable to access any portion of these materials due to a disability as defined under Colorado House Bill 21-1110, please call us at 303-663-4440, email the Town's accessibility team at accessibility@CRgov.com or submit an accommodation request form at CRgov.com/A11yRequest.

CALL TO ORDER

- Present** 4 - Commissioner Rosalyn Bellis, Commissioner Tim Arvidson, Commissioner Bob Jensen, and Commissioner Charles Fletcher III
- Not Present** 1 - Commissioner Dana Bonham

ROLL CALL

ACTION AND DISCUSSION ITEMS

[EC 2025-001](#)

Election of Chair and Vice Chair

Commissioner Fletcher asked for everyone to introduce themselves.

Commissioner Bellis was in the Air Force and moved here from Virginia when she retired and wanted to get active in the community.

Commissioner Arvidson has been in Colorado 40 years, 25 years in Castle Rock. He has served as local, county and state delegates to the GOP general assembly. He has had multiple commissioner roles on public safety, charter commission for election of the Mayor, and ran for state senate with endorsement of the GOP. He has spent 35 years in technology and leadership, has been retired for 1 1/2 years and is in real estate.

Commissioner Jensen has lived in Castle Rock for 14 years, Douglas County for 21 years, is a retired car dealer, and wanted to be more involved.

Commissioner Fletcher has lived here 27 years, ran for Council twice, Mayor once, has spent 18 years on commissions of water, planning, Design Review Board, public works, has been a County elections judge since 2014, and volunteers with Castle Rock Police. He would like to learn how our election code works. He has seen a lot of growth and has two high school kids, is semi retired, does consulting on the side, and teaches Taekwondo.

Commissioner Arvidson is interested in serving as Chair and knows Roberts rules and decorum.

Commissioner Jensen expressed he would like to observe and participate.

Commissioner Bellis stated she was not interested in serving as Chair.

Commissioner Fletcher is happy to serve, has chaired many times and is familiar with Roberts rules.

Moved by Commissioner Fletcher, seconded by Commissioner Jensen, to Elect Commissioner Arvidson for Chair. The motion passed by a vote of:

Yes: 4 - Commissioner Bellis, Commissioner Arvidson, Commissioner Jensen, and Commissioner Fletcher

Moved by Commissioner Arvidson, seconded by Commissioner Jensen, to Elect Commissioner Fletcher as Vice Chair. The motion passed by a vote of:

Yes: 4 - Commissioner Bellis, Commissioner Arvidson, Commissioner Jensen, and Commissioner Fletcher

[EC 2025-002](#)

April 9, 2024 Draft Election Commission Minutes

Moved by Commissioner Bellis, seconded by Commissioner Fletcher, to Approve Election Commission minutes EC 2025-002 as presented.. The motion passed by a vote of:

Yes: 4 - Commissioner Bellis, Commissioner Arvidson, Commissioner Jensen, and Commissioner Fletcher

[EC 2025-003](#)

Determine Election Districts for Annexed Property

Chair Arvidson read the staff memorandum into the record. Arvidson feels we should hold off until we are closer to development before determining Districts.

Vice Chair Fletcher feels we should wait until it goes to Planning Commission with an SDP so we are more aware of how many homes will be developed.

Consensus of Commission to determine Election Districts when a development plan has been submitted.

[EC 2025-004](#)

Ordinance Amending the Municipal Code Chapter 2, Elections

Chair Arvidson read the agenda memorandum into the record.

Vice Chair Fletcher asked if there is anything in the Code for the Town to call a special election. Anderson stated we would only be able to coordinate with the County November elections. Special elections would be conducted outside of those either on our own or conducted by the County.

Vice Chair Fletcher asked for a summary of the proposed amendments. Anderson replied it is mainly to reorganize the Code so that it reflects how elections are coordinated with the county and to ensure we don't conflict with statute. There are some proposed amendments to remove the dollar limit threshold for issue committee filings, clarifications, removal of one of the financial filing deadlines to coincide with statute, changed how replacement and multiple ballots are counted

in Town-conducted elections. Council will also be asked if they want to define partial terms for Council that is appointed.

Vice Chair Fletcher inquired about election related offenses. He wants to ensure CRPD is not tasked with this. Where is the jurisdiction for election related offenses if it is a coordinated election. Anderson will review the offenses with Legal and determine if these should only be prosecuted by the Town if it is a town-conducted election. Otherwise, election offenses would be taken up with the County or State.

Chair Arvidson feels it is important to create the template as our community grows on how we deal with potential risks and election abnormalities.

Staff will discuss with Town Attorney and get back to the Commission.

Vice Chair Fletcher recommend Town Council defines partial terms.

Moved by Commissioner Fletcher, seconded by Commissioner Bellis, to Accept the Proposed amendments including a recommendation for defining partial terms; and to follow up with the Commission on who prosecutes election offenses. The motion passes by a vote of:

Yes: 4 - Commissioner Bellis, Commissioner Arvidson, Commissioner Jensen, and Commissioner Fletcher

ADJOURN

Moved by Commissioner Bellis, seconded by Commissioner Jensen, to Adjourn. The motion passed by a vote of:

Yes: 4 - Commissioner Bellis, Commissioner Arvidson, Commissioner Jensen, and Commissioner Fletcher

Meeting adjourned at 6:22pm.

Submitted by Lisa Anderson, Town Clerk