



**COORDINATED MAIL BALLOT ELECTION TIMETABLE**

**COLORADO MOUNTAIN COLLEGE**

**Trustee Candidate Election - November 7, 2023**

*All statutory references are to the Colorado Revised Statutes, as amended; rule references are to the Election Rules of the Colorado Secretary of State, as amended, and in effect as of the date of this timetable.*

DATE	EVENT
<p><b>July 28</b> (100 days before the election) (Since 100 days is Sunday, July 30, use Friday, July 28. §1-1-106(5)).</p>	<p>Political subdivision notifies County Clerk in writing regarding the political subdivision’s participation in coordinated election, if the political subdivision has taken formal action to participate in the election. §1-7-116(5).</p>
<p><b>August 9 - August 24</b> (not less than 75 days nor more than 90 days prior to the election).</p> <p><b>August 9</b> (not prior to 90 days before the election).</p>	<p><b>Call for Nomination:</b> Designated election official (i.e., the Secretary of the Board of Trustees) will publish a call for trustee election. The call shall state which director offices will be voted upon at the election, where nomination petitions may be obtained and the deadline for submitting the nominating petition to the designated election official. §22-31-107(1.5). §1-4-803(1)(b).</p> <p><b>Nomination Petitions</b> A person who desires to be a candidate for the office of trustee may commence circulating petitions for nomination. No petition shall be circulated prior to this date. §23-71-110(5); §1-4-803(1)(b). Petition must be filed no later than sixty-seven days prior to the election (i.e., September 1, 2023) with the designated election official. §23-71-110(5); §1-4-803(2).</p> <p><b>Note:</b> Upon declaration of candidacy, each candidate is subject to candidate affidavit filing requirements and possibly may be required to submit disclosure reports regarding expenses and campaign contributions. See</p>

	<a href="http://tracer.sos.colorado.gov/PublicSite/homepage.aspx">http://tracer.sos.colorado.gov/PublicSite/homepage.aspx</a> .
<b>August 29</b> (no later than 70 days prior to the election).	Intergovernmental agreement for coordinated election must be signed with County Clerk regarding election duties. §1-7-116(2); Rule 4.1.2. The County Clerk must include all coordinating districts in the SCORE (computerized statewide voter registration list). Rule 4.1.3. The canvassing board is appointed in accordance with the intergovernmental agreement. §1-10-202.
<b>September 1</b> (no later than 67 days prior to the election).	<p><b>Nomination petition</b> Last day for trustee candidates to file a written notice of intention to be a candidate for the office of trustee, together with a nomination petition with circulators' notarized affidavits, a notarized acceptance of nomination and written notice of intent to be a candidate. §1-4-803(2); §22-31-107(2).</p> <p>Petition must be filed no later than sixty-seven days prior to the election with the secretary of the Board of Trustees. §23-71-110(5); §1-4-803(2).</p> <p><b>Candidate audio recording</b> Last day for a candidate to submit to the county clerk an audio recording of the pronunciation of his or her name exactly as it is provided in the candidate's statement of intent. Rule 4.6.2.</p>
<b>September 5</b> (64 days prior to the election)	<p><b>Write-in candidates</b> Last day for a write-in candidate to file affidavit of intent to be a candidate. §1-4-1102(2).</p>
<b>September 8</b> (no later than 60 days before the election).	Designated Election Official certifies the order of the ballot and the ballot content to the County Clerk and recorder of each county that has territory within the political subdivision. §1-5-203(3)(a); Rule 4. The list of ballot issues shall be in the following order: referred amendments shall be printed first, followed by initiated amendments, referred propositions, initiated propositions, county issues and questions, municipal issues and questions, school district issues and questions, ballot issues and questions for other political

	<p>subdivisions which are in more than one county, and then ballot issues and questions for other political subdivisions which are wholly within a county. §1-5-407(5)(a). Measures are ordered as follows: (1) referred measures to increase taxes; (2) referred measures to retain excess revenues; (3) referred measures to increase debt; (4) other referred measures; (5) initiatives to increase taxes; (6) initiatives to retain excess revenues; (7) initiatives to increase debt; (8) other citizen petitions. Rule 4.5.2. See §1-41-103 for local government ballot matters arising under Article X §20 of the Colorado Constitution.</p> <p><b>Ballot order - Candidates</b> Last day to establish arrangement of candidates' names on the ballot by lot (any time prior to the certification of the ballot). The designated election official shall notify the candidates of the time and place of the lot drawing. §1-5-406.</p> <p><b>Online Posting of Candidate Information</b> Deadline to post, in a "prominent area" on the CMC website, each candidate's required contact information. The information must be organized in alphabetical order by candidate surname. CMC may provide hyperlinks to the Secretary of State's website, if any of the candidate's information is posted there. §22-31-107(2.5).</p>
<b>September 8</b> (not more than 60 days prior to the election).	First day that the County Clerk and Recorder can hold a class of instruction for election judges and special school of instruction for supervisor judges. §1-6-101(5).
<b>September 23</b> (not later than 45 days before the election) (Since 45 days is Saturday, September 23, use Friday, September 22. §1-1-106(5)).	Last day for Designated Election Official to transmit a ballot and balloting materials to all Uniform and Overseas Citizens Absentee Voting Act (UOCAVA) covered voters who by this date submit a valid ballot application. §1-8.3-110(1).
<b>September 25</b> (no sooner than 45 days nor later than 32 days before	Designated Election Official shall provide a mail ballot to a registered elector requesting the ballot

the election, October 6) (since 45 days before the election is Saturday, September 23, use Monday, September 25).	at the designated election official's office or the office designated in the mail ballot plan filed with the secretary of state. §1-7.5-107(2.7)
<b>October 6</b> (no later than 32 days before the election).	Ballots must be printed and in possession of the County Clerk and Recorder. §1-5-403(1).
<b>October 13</b> (no later than 25 days before election).	Last day for governing body of political subdivision to withdraw a ballot issue from election. §1-5-208(2).
<b>October 16 - 20</b> (not sooner than 22 days nor later than 18 days before a general, primary or other mail ballot election).	County Clerk and Recorder or Designated Election Official mails a mail ballot packet to each active registered elector (§1-7.5-107(3)(a)). All mail ballot packets must include a ballot, instructions for completing ballot, and return envelope. If the County Clerk and Recorder chooses not to include a secrecy envelope or sleeve in the mail ballot packet, he or she must notify the Secretary of State in the election plan (§1-7.5-105(1)) and must also explain the county's process for ensuring the privacy of marked ballots. 1§1-7.5-107.3(5.5). Secretary of State may otherwise prescribe the form of materials to be used. §1-7.5-106(1)(a). Rule 7.2.
<b>October 16</b> (no later than 22 days before the election, or day after if 22 days falls on a holiday).	Last day to timely register to vote by submitting an application through a voter registration drive. §1-2-201(3)(b)(I).

<p><b>October 18</b> (at least 20 days before each election).</p> <p>(no later than 20 days before a general, primary or other mail ballot election election).</p>	<p>Last day to post polling location signs; signs must be posted during the period polling locations are open. §1-5-106.</p> <p>Last day for the designated election official or the coordinated election official to provide notice by publication of mail ballot election, §1-5-205(1); and to mail a copy of such notice to the County Clerk and Recorders, §1-5-205(2). See §1-5-205(1)(a) through (d) for items to be included in notice.</p>
<p><b>October 23 - November 7</b> (for the 15-day period prior to and including the day of the election).</p> <p>(15 days prior to the election)</p>	<p>Voter service and polling centers must be open, at a minimum, by this date, except that voter service and polling centers are not required to be open on Sundays and the first Saturday of this period. §1-5-102.9(2). Each polling location shall comply fully with the current “ADA Standards for Accessible Design” promulgated in accordance with the federal “Americans with Disabilities Act,” and no barrier shall impede the path of electors with disabilities to the voting booth. §1-5-703.</p> <p>Election officials may begin counting mail ballots. §1-7.5-107.5; §1-7.5-202(2).</p>
<p><b>October 27</b> (at least 10 days prior to the election) (Since 10 days is Saturday, October 28, use Friday, October 27. §1-1-106(5)).</p>	<p>Notice of election posted in a conspicuous place in the office of the designation election official or the County Clerk and Recorder until 2 days after election (i.e., November 4, 2021). §1-5-205(1.3).</p>
<p><b>October 30</b> (through the 8<sup>th</sup> day prior to an election).</p>	<p>Last day to timely register to vote by submitting an application through the mail, a voter registration agency, a local driver’s license examination facility, or the on-line voter registration system. §1-2-201(3)(b)(III); §1-2-217.7(3)(c).</p>

<p><b>October 30 - November 7</b> (at a minimum, the 8 days prior to and including the day of the election).</p>	<p>Voter service and polling centers shall be open; except that voter service and polling centers are not required to be open on Sundays. §1-7.5-107(4.5)(c). The minimum number of required voter service and polling centers is described in §1-7.5-107(4.5)(a).</p>
<p><b>October 31 - November 7</b> (at a minimum, 7 days prior to and including the day of the election).</p>	<p>Drop-off locations shall accept mail ballots by electors. §1-7.5-107(4.3)(b). The minimum number of required drop-off locations is described in §1-7.5-107(4.3)(a).</p>
<p><b>November 7 - Election Day</b></p>	<p><b>ELECTION DAY.</b> (7:00 a.m. to 7:00 p.m.) Colo. Const. Art. X, §20(3)(a); §1-41-102(1); §1-7-101. Same day registration permitted. §1-2-201(3)(b)(V); §1-2-217.7(4).</p>
<p><b>November 7 - 29</b> (no later than 22<sup>nd</sup> day after the election).</p>	<p>Canvass board certifies the abstract of votes cast to Designated Election Official. §1-10-102(1), §1-10-203(1). Rule 10.3. Clerk and Recorder shall examine official abstract of votes cast and order appropriate recount, if required. §1-10.5-103. Mandatory recount is required if the difference between the highest number of votes cast and the next highest number of votes is less than or equal to one-half of one percent of the highest number of votes cast. §1-10.5-101(1)(b).</p>
<p><b>November 7 - December 8</b> (immediately after abstract of votes cast is prepared by canvass board and certified to designated election official) (Since 10 days after the last day to certify abstract (November 29) is Saturday, December 9, use Friday, December 8. §1-1-106(5)).</p>	<p>Immediately after the abstract of votes cast for each ballot issue or ballot question has been prepared and certified, the Designated Election Official notifies the governing body of the political subdivision and the petition representatives of election results and makes certificate of election available for public inspection in the office of Designated Election Official for no less than ten days. §1-11-103(2).</p>

<p><b>November 15</b> (by the close of business on the 8<sup>th</sup> day after the election).</p>	<p>Last day to receive a mail ballot from a UOCAVA-eligible elector, if such ballot was postmarked by 7:00 p.m. on the day of election, in order for the ballot to be counted. §1-8.3-111; §1-8.3-113(2); Rule 16.1.</p>
<p><b>November 16</b> (within 9 days after election).</p>	<p>Last day for Designated Election Official to complete verification and counting of provisional ballots. The Secretary of State can designate an alternative period of time if necessary. §1-8.5-105(5); Rule 17.</p>
<p><b>November 16 - December 8</b> (within 10 days after official survey of returns is filed with designated election official) (Since 10 days after last day to file official survey of returns with designated election official is Saturday, December 9, use Friday, December 8. §1-1-106(5)).</p>	<p>Last day for an eligible elector to file a written statement of intent to contest ballot issue election in district court. §1-11-213(4).</p>
<p><b>December 5</b> (within 28 days after election).</p>	<p>Last day for an interested party to file a notarized, written request for a recount on ballot issues at his or her own expense. §1-10.5-106(2).</p>
<p><b>December 6</b> (within 1 day after request for recount is filed)</p>	<p>Election official with whom notarized written request for recount is filed notifies the political subdivision that an interested party has requested a recount. §1- 10.5-106(2).</p>
<p><b>December 12</b> (no later than the 35<sup>th</sup> day after election).</p>	<p>Mandatory recount must be completed. §1-10.5-103.</p>

<b>December 14</b> (no later than the 37 <sup>th</sup> day after election).	Requested recount must be completed. §1-10.5-106(2).
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