

AGENDA
ELECTION COMMISSION MEETING
City Hall Training Room
September 1, 2021
6:00 p.m.

1. CALL TO ORDER
2. ROLL CALL OF COMMISSION
3. ACTION ITEMS
 - A. Approval of Minutes – May 10, 2021
 - B Casting of lots to determine the order of the candidates' names on the ballot.
4. OTHER MATTERS
5. ADJOURNMENT



Agenda prepared by Kristen N. Rosenbaum, City Clerk

MINUTES
SPECIAL THORNTON ELECTION COMMISSION
MAY 10, 2021

1. CALL TO ORDER - By Chairperson Kristen Rosenbaum at 3:04 p.m. by way of an electronic meeting through Zoom software.
2. ROLL CALL - Those present were: Commission Members Terry Kish, and Jered Weber; Kristen Rosenbaum, City Clerk and Commission Chairperson; and Nancy Vincent, Deputy City Clerk.
3. ACTION ITEMS

A. APPROVAL OF THE MINUTES – April 5, 2021

MOTION WAS MADE BY TERRY KISH AND SECONDED BY COMMISSIONER JERED WEBER TO APPROVE THE APRIL 5, 2021 ELECTION COMMISSION MINUTES WITH ONE CORRECTION NOTED ON PAGE 3. MOTION PASSED UNANIMOUSLY.

B. Applicant Interviews

The following individuals were interviewed by the Election Commission:

- Tutu Najor J. Mulatu
- Robert Moody

MOTION WAS MADE BY COMMISSIONER TERRY KISH AND SECONDED BY COMMISSIONER JERED WEBER THAT THE ELECTION COMMISSION RECOMMEND TO CITY COUNCIL THAT BOTH TUTU MAJOR J. MULATU AND ROBERT MOODY BE APPOINTED TO THE ELECTION COMMISSION.

4. OTHER MATTERS

None.

5. ADJOURNMENT

MOTION WAS MADE BY TERRY KISH AND SECONDED BY JERED WEBER
TO ADJOURN THE MEETING AT 3:32 P.M. MOTION PASSED UNANIMOUSLY.

The meeting adjourned at 3:32 p.m.




Nancy Vincent, Secretary

Kristen N. Rosenbaum, Chairperson

Approved at the September 1, 2021 Election Commission meeting.

ELECTION COMMISSION COMMUNICATION

Meeting Date: September 1, 2021	Agenda Item: 3B	Agenda Location: Action Items	Goal(s):	Legal Review: N/A	<input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading
Subject: Casting of lots to determine the order of the candidates' names on the ballot.					
Recommended by: Kristen N. Rosenbaum				Approved by: Kristen N. Rosenbaum 	
Presenter(s): Kristen N. Rosenbaum, City Clerk					Ordinance previously introduced by: _____

SYNOPSIS:

Pursuant to Section 31-10-902(3) of the Municipal Election and 1-5-406 of the Uniform Election Codes, the order of the candidates' names on the ballot must be determined by casting lots. The Election Commission is responsible for casting the lots under a process determined by the City Clerk.

The ballot content must be certified to the Adams County Clerk and Recorder by Friday, September 3, 2021.

RECOMMENDATION:

The Election Commission needs to ensure that casting of lots is done in a fair and impartial manner.

BUDGET/STAFF IMPLICATIONS:

None.

ALTERNATIVES:

None.

BACKGROUND (ANALYSIS/NEXT STEPS/HISTORY):

The candidates have been invited to the meeting to observe the process.

COVID PRECAUTIONS: In order to observe CDC COVID Delta variant protocols and to keep participants safe during the meeting, the following precautions are being taken:

- The location of the Election Commission meeting has been moved from the Council Conference Room to the City Hall Training Room. The Training Room is down the hall to the right of the elevator. The security guards will also be able to assist you.
- Masks and hand sanitizer will be available for use and will be on a table as you enter the Training Room.
- The 6-foot social distancing requirement will be achieved by seating only one individual per table with only one chair per table.
- Prior to entering the room staff will have wiped down each table using a disinfectant.
- Masks are highly encouraged, but regardless of whether you choose to wear a mask or not, everyone will be socially distanced.
- It is recommended for participants to wash their hands for 20 seconds or use hand sanitizer after the meeting. Hand washing facilities are located in the staff break room, located to the left as you exit

the Training Room, or in the restrooms, which are located down the hall to the right as you exit the Training Room.

PURPOSE: The purpose of our meeting this evening is to cast lots to determine the order of names on the November election ballot. Casting lots for the arrangement of the names is a requirement of both the Municipal and Uniform Election Codes and must be done prior to the time the ballot content is certified to the Adams County Clerk.

PROCESS: The casting of lots process will be under the direction and control of the City Clerk as required by Statute. A random selection of candidates will be performed for Councilmembers for Wards 2, 3 and 4. Lots do not need to be cast for Ward 1 since there is only one candidate for that Ward.

Staff has made available a sheet of paper listing all candidates, in alphabetical order, and the position they are running for, so that anyone in attendance may make notations of the ballot order during the process.

Since there are only two candidates for Wards 2, 3, and 4, the names of all the candidates including the position they are running for will appear on paper identical in size and color.

The City Clerk will show everyone in attendance and read each candidate's name and ward number aloud. Each slip of paper will then be folded a total of three times in the same manner to prevent the Election Commission members from being able to read anyone's name as the slips of paper are drawn individually from the container. All of the names for all of the wards will be placed in the container. The City Clerk will bring the container and hand sanitizer around the room and ask the Election Commission members, one at a time, to draw a slip of paper from the container until there are no more names to draw.

As each name is drawn from the container, the full name and ward will be read out loud by the Commission member. The first name drawn for each ward will be the name that will appear first on the ballot and the second name drawn will appear second on the ballot.

Following completion of the process, the Deputy City Clerk will read the names as they will appear on the ballot to ensure that there is agreement among the Commission members of which name was drawn first and second for each ward.

The City Clerk's office will follow-up September 2, 2021 by sending each candidate a letter formally informing them of the ballot order.

**CASTING LOTS FOR CANDIDATES
NOVEMBER 2, 2021
CITY OF THORNTON MUNICIPAL ELECTION**

**COUNCILMEMBERS
FOUR-YEAR TERM
(listed alphabetically by position below)**

Ward 1 Councilmember
Kathy Henson

Ward 2 Councilmember
Roberta Ayala
Jessica Sandgren

Ward 3 Councilmember
Kate Miya
Tony Unrein

Ward 4 Councilmember
Angie Bedolla
Karen Bigelow