

2023-2024 HOME RULE TIMELINE

Date	Event/Action	Reference
June 12 BOT Meeting	BOT adopt ordinance initiating home rule process; ordinance must set number of charter commissioners; an odd number of people between 9-21	C.R.S. §§ 31-2-204(2); 31-2-206(1)(b)
July 10 BOT meeting	BOT calls special election to form charter commission ("CC") by resolution; election must be held within 120 days of calling it. The November 7, 2023 state election is 120 days from July 10	C.R.S. § 31-10-108
ASAP and not later than July 21, 2023	<p>Town publishes election notice; this opens the nomination timeline for CC members ("CC")</p> <p>Candidate petitions are due within 30 days after this publication, by August 21 using July 21 publication date. Nominations need to close and be finalized in time for the Town to set the ballot content with CC candidate names by September 8;</p>	C.R.S. § 31-2-204(2), (3)
July 28, 2023	Last day to notify County Clerk of participating in the coordinated election; 100 days before the general election. This can be satisfied by the July 13 resolution	C.R.S. § 1-7-116(5)
August 21, give or take, depending on publication date	Deadline for candidates to file a nomination petition to be on the CC; uses July 21 publication date and extends Sunday deadline to Monday	C.R.S. 31-2-204(3)
August 28 BOT meeting	<p>BOT approves by resolution all of ballot content to meet September 8 coordinated election deadline; including home rule question and names of CC candidates</p> <p>Once a ballot question is set, FCPA restrictions against spending public funds to support it apply, but there are exceptions for elected officials'</p>	<p>C.R.S. § 1-5-203(3)(a)</p> <p>C.R.S. § 1-45-117</p>

	personal opinions, drafting and normal publication of one resolution of support, etc.	
August 29, 2023	Deadline to sign IGA with County Clerks for the 2023 coordinated election; no later than 70 days before the election	C.R.S. § 1-7-116(2)
Late August/early September	Town publishes second notice of home rule question and CC formation. This notice includes the CC candidates' names and must be published "as soon as possible" after completion of nomination petition filings	C.R.S. § 31-2-204(3)
September 8, 2023	Last day for Town Clerk to certify the ballot order and content and to deliver the certifications to County Clerks; 60 days before the election	C.R.S. § 1-5-203(3)(a)
Tuesday, November 7, 2023¹ state odd-numbered election		
November 29, 2023	Last date for certification of election results by county clerks; 22 days after election	C.R.S. § 1-10-102(1)
No later than December 19, 2023	First meeting of CC; must occur within 20 days of certification of election results. Assumes certification of election results occurs on the final day, but the deadline for the first meeting moves to be 20 days from the actual date of certification of the election results At the first meeting, CC must elect a chair, such other officers as desired, and may establish procedures	C.R.S. § 31-2-206(4)
Sometime between December 19, 2023 – May 5, 2024	CC must hold one public hearing anytime between first and last meeting	C.R.S. § 31-2-206(9)
Charter Commission has 180 days to prepare a draft charter C.R.S. § 31-2-206(10) November 7, 2023 – May 5, 2024		

¹ If there are no state or county TABOR questions, there may not be a November 7, 2023, state election with which to coordinate. C.R.S. § 1-41-102(2). Though this is unlikely, if this happens, the Town will need to hold its own special election on this date as a mail ballot election. C.R.S. § 31-10-108.

May 5, 2024	Last day for CC to finalize the draft charter and "submit" it to the BOT	C.R.S. § 31-2-206(10)
May 13, 2024 BOT meeting	BOT receives the draft charter, by resolution gives notice of the November 5, 2024, special election for approval of the charter, orders publication and sets ballot title for the charter question	C.R.S. § 31-2-207(1), (1.5)
June 4, 2024	Last day for the Town to publish the draft charter and give notice of the November 5, 2024 special election; published notice must occur within 30 days of CC submittal; publication must contain full text of the proposed charter Election must be not less than 60 nor more than 185 days from publication date; Nov. 5, 2024 election is 154 days away	C.R.S. § 31-2-207(1)
July 26, 2024	Last day to notify County Clerks of participation in the coordinated election; 100 days before the election. This can be satisfied by the May 13 resolution	C.R.S. § 1-7-116(5)
August 27, 2024	Deadline to sign IGA with County Clerks for the 2024 coordinated election; no later than 70 days before the election	C.R.S. § 1-7-116(2)
September 6, 2024	Last day for the Town Clerk to certify the ballot order and content and to deliver the certifications to the County Clerks; 60 days before the election	C.R.S. § 1-5-203(3)(a)
Tuesday, November 5, 2024 state general election		
November 27, 2024	Last possible date for certification of election results by County Clerks; 22 days after election. Upon certification, charter becomes effective	C.R.S. § 1-10-102(1)
December 17, 2024	Deadline to file certified copy of adopted charter with Secretary of State; within 20 days of approval (using last possible date of certification of election results; this deadline moves up according to actual date of certification of election results)	C.R.S. § 31-2-208(1)