

ELECTION COMMISSION OF THE PROPOSED MUNICIPALITY OF NIWOT
BOULDER COUNTY, COLORADO

Regular Meeting Minutes

June 8, 2026

Attending: Lois Adamson, Vicki Dorvee, Suze Fischer, Paula Hemenway, Bob Olsen, Mandy Walker

Guest: Jennifer Madsen, Widner Juran LLP

The meeting was open for public observation, but not participation. Six people attended.

1. The meeting was called to order at noon.
2. All six commissioners were in attendance and therefore there was a quorum.
3. It was agreed that Lois would serve as the Commission chairperson, that Bob Olsen would serve as the Commission vice-chairperson, and that Mandy Walker would serve as the recording secretary.

Paula moved to approve Resolution 2026-01 appointing a chairperson, vice-chairperson, and recording secretary. The motion was seconded by Suze. The motion was approved unanimously.

4. It was agreed that the election date will be November 3, 2026.

Suze moved to approve Resolution 2026-02 calling for an election on Tuesday November 3, 2026. The motion was seconded by Vicky. The motion was approved unanimously.

5. Lois will sign the resolutions. Jennifer Madsen will provide the required affidavit to accompany the resolutions and will then file the signed resolutions and affidavits with the court.
6. Agreed that Jennifer Madsen will provide a draft of the Charter Commissioner petition prior to the next meeting and will also confirm the rules for petition signatories.
7. The call for election on the question of incorporation of the proposed Municipality of Niwot, including the description of the territory, formation of a Charter Commission, and election of the nine (9) Charter Commission Members will be published by July 22,

2026. Charter Commissioner petitions are expected to be turned in no later than August 21, 2026.

- a. Jennifer to send an example of an election publication that has been published in the paper.
 - b. Vicky will contact the Boulder Daily Camera and Longmont Times-Call for details on publication deadlines, requirements and costs.
 - c. Paula will work with the Niwot Incorporation Committee to create a dedicated section on the Niwot.town website for the Election Committee. This is where the Charter Commissioner Petition will be published online.
 - d. Paula will find out details about opening a Post Office Box for the Election Commission. This could be used for returning completed Charter Commissioner Petitions in addition to returning them in person at future Election Commission meetings. This is to be discussed further at the next meeting.
8. Lois to confirm with Boulder County Clerk and Recorder that Niwot intends to participate in the November election by responding to a survey received from them on June 4.
 9. Next meeting is set for Friday June 26 at noon at the Niwot Hall.
 10. The meeting was adjourned at 12.51 p.m.

These minutes were approved unanimously at the 06/26/2026 Election Commission meeting