



**Logan County Board of Commissioners**  
**Logan County Courthouse, 315 Main Street, Sterling, Colorado**  
**Tuesday, August 6, 2024 - 9:30 a.m.**

**Call to Order**  
**Pledge of Allegiance**  
**Revisions to Agenda**  
**Consent Agenda**

Approval of the Minutes of the July 30, 2024, meeting.

Acknowledge receipt of the Landfill Supervisor Report for the month of July, 2024.

**Unfinished Business**  
**New Business**

The Board will open a public hearing to consider the approval of an application submitted by the Ignite Athletics, LLC for a Special Events Liquor License for an event to be held at the Logan County Fairgrounds, 1120 Pawnee Avenue, Sterling, Colorado on August 24, 2024.

Consideration of the approval of an Intergovernmental Agreement between Logan County acting by and through the Logan County Clerk and Recorder and Frenchman RE-3 School District for administration of their respective duties concerning the conduct of the General Election to be held November 5, 2024.

**Other Business**  
**Miscellaneous Business/Announcements**

The next regular meeting will be scheduled for Tuesday, August 20, 2024, at 9:30 a.m. at the Logan County Courthouse.

**Executive Session as Needed**  
**Adjournment**

July 30, 2024

The Logan County Board of Commissioners met in regular session with the following members present constituting a quorum of the members thereof:

Mike Brownell	Chairman
Joseph A. McBride	Commissioner
Jerry A. Sonnenberg	Commissioner

Also present:

Alan Samber	Logan County Attorney
Rachelle Stebakken	Logan County Deputy Clerk
Marilee Johnson	Logan County Public Information Officer
Debbie Unrein	Logan County Finance
Rob Quint	Logan County Planning and Zoning
Jeremiah Curtis	
Rebecca Curtis	
Kevin Blankenship	City Manager
John Haynie	
M.J. Sullivan	
Kyle Sundman	Pivot Energy
Cait O'Mara	Pivot Energy
Brenda Trout	
Jeanne Klemt	
Dean Haynes	
Dan Lock	
Bob Lingreen	
Paul Shrade	
Tonia Lock	
Jeff Rice	Journal Advocate

Chairman Brownell called the meeting to order at 9:30 a.m. and opened the meeting with the Pledge of Allegiance.

Chairman Brownell asked if there were any revisions for the agenda. Hearing none, Chairman Brownell continued with the Consent Agenda.

The Board continued with the Consent Agenda items:

- Approval of the Minutes of the July 16, 2024, meeting.
- Acknowledgement of the receipt of the Treasurer's Semi-annual Financial report for the period January 1, 2024 through June 30, 2024.
- Acknowledgement of the receipt of the Sheriff's Fee Report for the month of June, 2024.

Commissioner McBride moved to adopt the Consent Agenda. Commissioner Sonnenberg seconded, and the motion carried 3-0.

Chairman Brownell continued with Unfinished Business:

Reconsideration of the motion to approve an agreement between Logan County and BNSF for installation of railroad crossing surface at County Road 32.2.

Commissioner Sonnenberg moved to reconsider the motion to approve an agreement between Logan County and BNSF for installation of railroad crossing surface at County Road 32.2. Commissioner McBride seconded, and the motion carried 3-0.

Commissioner Sonnenberg moved to reject the agreement between Logan County and BNSF for installation of railroad crossing surface at County Road 32.2 and send them a letter notifying them of the rejection. Commissioner McBride seconded, and the motion carried 3-0.

Chairman Brownell continued with New Business:

Consideration of the approval Resolution 2024-18 and an application granting a Special Use Permit (SUP) #240 for the construction, maintenance and operation of a Solar Energy Facility operated by Pivot Energy 54 LLC, consisting of solar modules mounted to single-axis tracking racks, associated electrical equipment including inverters, transformers, combiners, and other equipment, with total production not to exceed 4.0 megawatt (ac), located on a 23-acre parcel, more or less, leased from Robert Lingreen and Sterling Rural Fire Protection District, in the Northeast Quarter (NE1/4) of Section 31, Township 8 North, Range 52 West of the 6th Principal Meridian, Logan County, Colorado.

- Kyle Sundman with Pivot Energy addressed the Board with a presentation and answered any questions.
- Robert Lingreen, owner of the land, addressed the Board.
- Kevin Blankenship, City Manager, addressed the Board on behalf of the City Council who are opposed to the project.
- Dean Haynes, City Council Member, addressed the Board opposing the project.
- Kyle Sundman addressed issues and concerns.
- Megan Wolf, City Council Member and home owner by project, addressed the Board opposing the project.

After receiving the public comments from those in attendance and discussion, the Board determined to set over and continue the hearing to another date and provide additional opportunity for public comment on the application. The Board announced that the public hearing is set over to August 20, 2024 at 9:30 a.m. in the Logan County Courthouse for any additional public comment.

Consideration of the approval of Resolution 2024-19 and an application approving the Final Plat for Pickett Subdivision, Third Filing, which will consist of the platting of two (2) lots as shown on the Final Plat, located in a portion of the Southeast Quarter (SE1/4) of Section 13, Township 6 North, Range 54 West of the 6th Principal Meridian, Logan County, Colorado.

Commissioner Sonnenberg moved to approve Resolution 2024-19 and an application approving the Final Plat for Pickett Subdivision, Third Filing, which will consist of the platting of two (2) lots as shown on the Final Plat, located in a portion of the Southeast Quarter (SE1/4) of Section 13, Township 6 North, Range 54 West of the 6th Principal Meridian, Logan County, Colorado. Commissioner McBride seconded, and the motion carried 3-0.

- Jeremiah Curtis addressed the Board.



LOGAN COUNTY SOLID WASTE DEPARTMENT--JOSH KLEIN, SUPERVISOR

315 Main Street Sterling, CO 80751

(970)522-8657 Fax---(970)522-1995

FOR JULY 2024		TONS	PRICE	CHARGES
Area Town Clean-ups	CPC	36.44	@ \$1.30	\$47.37
City of Sterling Clean-up	SFCC		@ \$1.30	\$0.00
City of Sterling Packers	SF	547.73	@ \$26.30	\$14,405.30
City of Sterling Dump Trucks	CL	205.40	@ \$26.30	\$5,402.02
General Public	A,CDBD,G,Y	41.41	@ \$26.30	\$1,089.08
Commerial (Packers & Roll Offs)	C	880.09	@ \$26.30	\$23,146.37
>5 Tons on Free Certificates	XTON		@ \$26.30	\$0.00
Indust. Waste>5 Tons on Free Cert.	IDXTON	1.64	@ \$39.30	\$64.45
Industrial Waste	All other ID	672.15	@ \$39.30	\$26,415.50
Industrial Petroleum Contaminated Soil	IDPCS		@ \$39.30	\$0.00
Out of County	OC	67.37	@ \$49.47	\$3,332.79
Industrial Waste Out of County	IDOC	10.49	@ \$75.47	\$791.68
Rural Free Certificates	NC	76.57	NC	
All County Vehicles	NCC	6.81	NC	
No Charge Tire Weight	NCTW	4.58	NC	
<b>TOTAL TONS</b>		<b>2550.68</b>		
<b>\$15.00 MINIMUM DIFFERENTIAL</b>				<b>\$1,394.24</b>
<b>\$30.00 MINIMUM DIFFERENTIAL</b>				<b>\$20.13</b>
E-Waste Recycling		25 ITEMS		\$169.00
E-Waste Recycling	NCEW	1 UNIT	NC	
Recycled E-Waste (Landfill)	REW	6.51	NC	
Outgoing Recycled Tires/Metal	RT/RM	15.44	NC	
R & B Illegally Disposed Tires & Matts	RBT		NC	
Car Tires (CHG)		43	@ \$5.00	\$215.00
Truck Tires (CHG)		47	@ \$8.00	\$376.00
Tractor Tires (CHG)		27	@ \$12.00	\$324.00
Earth Moving Tires (CHG)			@ \$20.00	\$0.00
Appliances (CHG)		11	@ \$5.00	\$55.00
Analytical Reviews	ARV		@ \$180.00	\$0.00
Unsecured/Unauthorized LDS	UNSEC/AUTH		@ \$15.00	\$0.00
Pulloff Loads	PULLOFF		@ \$15.00	\$0.00
Total # of Vehicles		1020		
<b>TOTAL OC &amp; IDOC</b>				<b>\$4,144.60</b>
<b>TOTAL IN COUNTY</b>				<b>\$73,103.33</b>
<b>GRAND TOTAL</b>				<b>\$77,247.93</b>

SIGNED BY:

*Kelly Berry*

DATE: 8/01/24



## LOGAN COUNTY SOLID WASTE SUR-CHARGE REPORT

Jul-24	TONS	CPC (CLOSURE)	GRAND TOTAL
CASH	331.69	1076.44	\$11,463.37
CHARGE	1465.86	2927.2	\$45,891.59
CITY OF STERLING	753.13	1518.8	\$19,892.97
<b>TOTALS</b>	<b>2550.68</b>	<b>\$5,522.44</b>	<b>\$77,247.93</b>

TONS THAT ARE SHIPPED OFF:	
RECYCLED METAL (SWAN)	
RECYCLED METAL (BOHM)	
RECYCLED TIRES (RM)	15.44
<b>SHIPPED OFF TOTALS</b>	<b>15.44</b>

EWASTE TONS SHIPPED OFF:	
GEW	
RECYCLED EWASTE (LF)	6.51
<b>SHIPPED OFF EW TOTAL</b>	<b>6.51</b>

SIGNED BY: *Kelly Perry*  
 DATE: 8/1/24

Consideration of the approval of an agreement between Logan County and Viaero Fiber Networks, LLC and issuance of Right of Way Permit Number 2024-8 for use of the County Right of Way along County Road 33, 37 and 46 for a Fiber Optic Telecom System.

The Board approved the permit on the condition that the applicant must consult with any irrigation ditch company whose ditch will be crossed by the installation and confer about best practices in performing the installation in a manner that will not damage or weaken any ditch structures.

**Other Business**

The next regular meeting will be scheduled for Tuesday, August 6, 2024, at 9:30 a.m. at the Logan County Courthouse.

There being no further business to come before the Board, the meeting adjourned, at 10:38 a.m.

Submitted by:

Rachelle Stebaffen  
Logan County Deputy Clerk

Approved: August 6, 2024

BOARD OF COUNTY COMMISSIONERS  
LOGAN COUNTY, COLORADO

(seal)

By: \_\_\_\_\_  
Mike Brownell, Chairman

Attest:

\_\_\_\_\_  
Logan County Clerk & Recorder

# Application for a Special Events Permit

Departmental Use Only

State Only Permit/State Property

In order to qualify for a Special Events Permit, You Must Be a Qualifying Organization Per 44-5-102 C.R.S. and One of the Following (See back for details.)

- |                                    |   |   |
|------------------------------------|---|---|
| <input type="checkbox"/> Social    | <input checked="" type="checkbox"/> Athletic                | <input type="checkbox"/> Philanthropic Institution          |
| <input type="checkbox"/> Fraternal | <input type="checkbox"/> Chartered Branch, Lodge or Chapter | <input type="checkbox"/> Political Candidate                |
| <input type="checkbox"/> Patriotic | <input type="checkbox"/> National Organization or Society   | <input type="checkbox"/> Municipality Owned Arts Facilities |
| <input type="checkbox"/> Political | <input type="checkbox"/> Religious Institution              |   |

<b>LIAB</b> Type of Special Event Applicant is Applying for:	<b>DO NOT WRITE IN THIS SPACE</b>
2110 <input type="checkbox"/> Malt, Vinous And Spirituous Liquor \$25.00 Per Day	Liquor Permit Number
2170 <input checked="" type="checkbox"/> Fermented Malt Beverage \$10.00 Per Day	

1. Name of Applicant Organization or Political Candidate <b>Ignite Athletics, LLC</b>	State Sales Tax Number (Required)
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2. Mailing Address of Organization or Political Candidate (include street, city/town and ZIP) <b>15950 HWY14 Unit 1 Sterling, CO 80751</b>	3. Address of Place to Have Special Event (include street, city/town and ZIP) <b>1120 Pawnee Ave Sterling, CO 80751</b>
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4. Authorized Representative of Qualifying Organization or Political Candidate <b>Kylee Davidson</b>	Date of Birth <b>07/06/87</b>	Phone Number <b>307 247 4678</b>
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Authorized Representative's Mailing Address (if different than address provided in Question 2.)  
**14138 Cottonwood Circle Sterling CO 80751**

5. Event Manager <b>Kylee Davidson / Meleesa Nelson</b>	Date of Birth <b>7/6/87</b>	Phone Number <b>307 247 4678</b>
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Event Manager Home Address (Street, City, State, ZIP)	Email Address of Event Manager <b>igniteathletics.nco@gmail.com</b>
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6. Has Applicant Organization or Political Candidate been Issued a Special Event Permit this Calendar Year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes How many days? _____	7. Is the premises for which your event is to be held currently licensed under the Colorado Liquor or Beer codes? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes License Number _____
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8. Does the Applicant Have Possession or Written Permission for the Use of The Premises to be Licensed?  Yes  No

List Below the Exact Date(s) for Which Application is Being Made for Permit

Date	Date	Date	Date	Date
8/24/24				
Hours From 4 p.m.	Hours From .m.	Hours From .m.	Hours From .m.	Hours From .m.
To 12:59 p.m.	To .m.	To .m.	To .m.	To .m.
Date	Date	Date	Date	Date
Hours From .m.	Hours From .m.	Hours From .m.	Hours From .m.	Hours From .m.
To .m.	To .m.	To .m.	To .m.	To .m.
Date	Date	Date	Date	Date
Hours From .m.	Hours From .m.	Hours From .m.	Hours From .m.	Hours From .m.
To .m.	To .m.	To .m.	To .m.	To .m.

**Oath of Applicant**

I declare under penalty of perjury in the second degree that I have read the foregoing application and all attachments thereto, and that all information therein is true, correct, and complete to the best of my knowledge.

Signature 	Title <b>Owner Ignite Athletics</b>	Date <b>6/26/2024</b>
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**Report and Approval of Local Licensing Authority (City or County)**

The foregoing application has been examined and the premises, business conducted and character of the applicant is satisfactory, and we do report that such permit, if granted, will comply with the provisions of Title 44, Article 5, C.R.S., as amended.

**THEREFORE, THIS APPLICATION IS APPROVED.**

Local Licensing Authority (City or County)	<input type="checkbox"/> City <input type="checkbox"/> County	Telephone Number of City/County Clerk
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Signature	Title	Date
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**DO NOT WRITE IN THIS SPACE - FOR DEPARTMENT OF REVENUE USE ONLY**

Liability Information			
License Account Number	Liability Date	State	Total
		-750 (999)	\$ .



Silent Auction Table

Dance Floor

Bar

Tables

Buffet Table



# LOGAN COUNTY FAIRGROUNDS FACILITY RENTAL FORM

1120 Pawnee Avenue, Sterling, CO 80751 (970) 522-0554

Date(s) of Event: August 24th 2024

Event Name: IGNITE Athletics Banquet

Name: Meleesa Genevoux  
 Address: \_\_\_\_\_  
 Phone: 970-580-2306  
 e-mail: Meleesa.joseph33@hotmail.com

Set Up Time: August 23rd a.m. p.m.  
 Event Starts: August 24 a.m. p.m.  
 Event Finish: August 24 a.m. p.m.

Check box for facilities requested: <small>(Fee is per day)</small>	Resident Adult	Non-Resident Adult	Resident Commercial <sup>3</sup>	Non-Resident Commercial <sup>3</sup>	days =
<input type="checkbox"/> Stadium <sup>1</sup> .....	\$250	\$300	\$600	\$850	_____
<input type="checkbox"/> Under Grandstands - North or South end (each) .....	\$250	\$300	\$400	\$500	_____
<input type="checkbox"/> Main Arena .....	\$ 50	\$100	\$150	\$250	_____
<input type="checkbox"/> North Arena .....	\$ 50	\$ 50	\$100	\$200	_____
<input type="checkbox"/> Chutes - Roping/Bucking. ....	\$ 20	\$ 20	\$ 50	\$ 75	_____
<input type="checkbox"/> Arena Livestock Pens .....	\$ 10	\$ 10	\$ 10	\$ 10	_____
<input checked="" type="checkbox"/> Exhibit Center Facility <sup>2</sup> .....	\$300	\$350	\$450	\$550	2 days = 600.00
<input type="checkbox"/> Rodeo Arena Pavilion .....	\$150	\$150	\$200	\$300	_____
<input type="checkbox"/> Bingo Pavilion .....	\$100	\$100	\$200	\$300	_____
<input type="checkbox"/> South Pavilion .....	\$150	\$150	\$200	\$300	_____
<input type="checkbox"/> Cattle Pavilion .....	\$ 75	\$ 75	\$125	\$160	_____
<input type="checkbox"/> Parking Area - paved .....	\$ 75	\$ 75	\$125	\$160	_____
<input type="checkbox"/> Camper Parking - North or South .....	\$ 15	\$ 15	\$ 15	\$ 15	_____
<input type="checkbox"/> Horse Stalls <sup>5</sup> - Renter Cleans Stalls .....	\$ 15/horse	Number of stalls requested ___ x \$15 =		_____	_____

Total Rental Fees Total Due \$ 600.00

Reservation Fee<sup>4</sup> \$ 50 ..... \$ 50 ..... \$ 100 ..... \$500 pd cash 6-3-24 - \$ 50.00

(Non-refundable - applies to total due)

Remaining amount due 30 days prior to event = ..... \$ 600.00 550<sup>6</sup>

Cleaning/Damage Deposit \$500 ..... \$750 ..... \$750 ..... \$1,000 \$ 500.00

Due 30 days prior to use (please use a separate check)

Will alcohol be served/sold at this event Yes No  Proof of Insurance Received Date \_\_\_\_\_

Comments or Special Instructions: (If tables, chairs, etc. are requested, please fill out equipment request form. There are additional fees for use of these items.)

<p><b>Commissioner Approval:</b></p> <p><u>Mike Brownell</u> <span style="float: right;">6/13/24</span>  <small>Commissioner</small> <span style="float: right;">Date</span></p> <p><u>[Signature]</u> <span style="float: right;">6/14/24</span>  <small>Commissioner</small> <span style="float: right;">Date</span></p> <p><u>[Signature]</u> <span style="float: right;">6-18-24</span>  <small>Commissioner</small> <span style="float: right;">Date</span></p>	<p><sup>1</sup>Grandstand, arena, chutes.  <sup>2</sup>Includes packing of arena floor, meeting room, kitchen upon request.  <sup>3</sup>The Board of County Commissioners reserves the right not to lease any portion or all of the fairgrounds to any organization which it deems, in its sole discretion, to be in direct and adverse competition to Logan County merchants or is otherwise detrimental to Logan County citizens.  <sup>4</sup>Due at time of scheduling, non-refundable, applies to rental fee.  <sup>5</sup>If available. College has precedence during school year. May use north arena in place of stalls, same fee per horse applies.</p>
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[Signature] 6-6-2024  
 Buildings and Grounds Supervisor Approval Date

1. Use of all facilities shall be scheduled through the appropriate office of Logan County. **A non-refundable reservation fee per event must be paid when each event is scheduled.** Reservations are not confirmed until a completed contract is approved and the reservation fee is received. The reservation fee will apply to rental fee owed. Remainder of fees and cleaning/damage deposit must be submitted to the office no less than 30 days prior to the date scheduled. Failure to pay fees 30 days prior to event may result in cancellation of facility use. Access to the facilities at any time other than stated on this form is not allowed unless prior approval is received from Logan County. Buildings & Grounds Supervisor: (970) 520-9919  
On-Call staff: (970) 520-9917
2. Absolutely no drilling of holes or stakes in the arenas will be allowed without the direct supervision of fairgrounds personnel. Stakes are not allowed to be used on the asphalt parking areas.
3. Scheduling of activities shall be made in the name of one individual who must, as a condition of use: accept responsibility for the program; assure that the facilities are used for the purpose for which they are scheduled; reimburse the County for damage to property or facilities including excessive clean-up cost that may occur in connection with the event; assure payment, in full, of all charges for space and equipment requested; and ensure that all promotion and advertising of events involving the use of facilities shall identify the individual or group sponsor of the event.
4. In case of cancellation, fees will be refunded less the reservation fee, if notice of cancellation is received 30 days prior to scheduled use. If your event is canceled due to inclement weather, you will be allowed to reschedule with no additional fees due. If your event needs to be re-scheduled for any other reason, you must pay an additional reservation fee.
5. Subleasing or charging additional fees to use the fairgrounds will not be permitted.
6. A cleaning/damage deposit is required of every user. The deposit may be refunded **within 30 days** after your event, dependent upon satisfactory restoration of the facilities, furniture and fixtures to their condition before your use. All tables and chairs used must be accounted for. Tables and chairs may not be loaned out or removed from the premises for any purpose. **Please do not allow your guests or others to sit on tables!** The Board of County Commissioners reserves the right to withhold any part of the cleaning/damage deposit.
7. If you require additional days for setup, you will be charged the standard rental rate for each additional day required. Commercial users: If special setup/tear-down is required, standard facility use fees will be charged per day.
8. **Dances shall end at 12:00 midnight, no exceptions.**
9. **Alcohol is not allowed on the Fairgrounds at any time other than licensed events or private, invitation only events.** Private, invitation only, events may serve alcohol in strictly controlled areas. Alcoholic beverage consumption is restricted to underneath the grandstand or inside the Exhibit Center building at all times. Do not allow guests to take drinks into the restrooms or outside the controlled area. Responsible adults must serve the alcohol and must be aware of the liability of serving alcohol to your guests. All beverages must be served in cans or disposable cups only. Absolutely no glass bottles will be allowed.
10. You must apply for a special events liquor license to sell alcohol at a public event. **You cannot sell tickets to an event** and "give away" alcohol. Colorado law restricts who is eligible to apply for a license.
11. Campfires are prohibited on the fairgrounds.
12. Liability insurance is required for all events serving alcoholic beverages and certain "high risk" activities including but not limited to rodeos, tractor pulls, carnivals, circuses. You may be able to obtain a rider on your homeowners' policy or a policy may be obtained (at your cost) through this website: <https://tulip.intactspecialty.com/e/tulip/apply.aspx> (Apply Code 4994-010.) An insurance certificate, showing the "Board of County Commissioners of Logan County, Colorado, a body corporate and politic" as an additional insured must be provided to the County no later than 30 days prior to the event.
13. Under Colorado Law, an equine professional is not liable for an injury to or the death of a participant in equine activities resulting from the inherent risks of equine activities, pursuant to Section 13-21-119, Colo. Revised Statutes.
14. Logan County assumes no responsibility for lost or stolen items. You are responsible for crowd control, personal safety, and building security for your event.
15. Falsified or misleading information on this form may be cause for cancellation of this contract and forfeiture of cleaning/damage deposit and/or fees paid and may result in loss of future usage of the facility.
16. Determination of the fees for use of the facilities shall be made by the Logan County Board of Commissioners in accordance with the fee schedule established and shall be agreed to by the authorized agent of the group at the time the reservation is confirmed.
17. Unique events may require additional fees/charges and/or stipulations in addition to those shown. The Board of County Commissioners reserves the right to modify any of the above conditions on a case-by-case basis.
18. RV parking is permitted with authorized use of fairgrounds facilities for events or for overnight parking for travelers passing through with livestock trailers containing living quarters. Additional fees apply for each RV space used. Electricity and water hookups are provided with each space. No sewer hookups, or other amenities are provided. All terms and conditions of the Fairgrounds Facility Use Agreement apply to the rental of RV spaces.
19. The Board of County Commissioners reserves the right not to lease any portion or all of the fairgrounds to any person or organization which it deems, in its sole discretion, to be in direct and adverse competition to Logan County merchants or is otherwise detrimental to Logan County citizens.

I have read and agree to abide by the above rules and conditions for use of the Logan County Fairgrounds.

Signed

Date



## NOTICE OF PUBLIC HEARING

APPLICATION WAS MADE ON JULY 9, 2024 BY IGNITE ATHLETICS, LLC, FOR A FERMENTED MALT BEVERAGE LIQUOR LICENSE FOR THE PREMISES DESCRIBED AS THE LOGAN COUNTY FAIRGROUNDS, 1120 PAWNEE AVENUE, STERLING, CO 80751 FOR AUGUST 24, 2024.

APPLICANT INTENDS TO OFFER BEER FOR SALE AT THE EVENT SCHEDULED FOR THAT DATE. A PUBLIC HEARING UPON SUCH APPLICATION HAS BEEN SCHEDULED TO BE CONDUCTED AT THE LOGAN COUNTY COURTHOUSE, 315 MAIN STREET, STERLING, COLORADO, AT THE HOUR OF 9:30 A.M., AUGUST 6, 2024 AT WHICH TIME ANY INTERESTED PERSONS MAY APPEAR TO BE HEARD FOR OR AGAINST THE ISSUANCE OF SAID LICENSE. WRITTEN COMMENTS CAN BE MAILED OR DELIVERED TO THE LOGAN COUNTY COMMISSIONERS OFFICE, 315 MAIN STREET, STERLING, COLORADO 80751 OR E-MAILED TO [COMMISSIONERS@LOGANCOUNTYCO.GOV](mailto:COMMISSIONERS@LOGANCOUNTYCO.GOV).

BOARD OF COUNTY COMMISSIONERS  
LOGAN COUNTY, COLORADO



LOGAN COUNTY

AUG 01 2024

CLERK & REC

INTERGOVERNMENTAL AGREEMENT

General Election

November 5, 2024

THIS AGREEMENT is made and entered into this 26<sup>th</sup> day of July, 2024, between **Logan County, Colorado**, acting by and through the **LOGAN COUNTY CLERK AND RECORDER** (referred to as "County Clerk"), and **Frenchman RE-3 School District** (referred to as "Entity"), for administration of their respective duties concerning the conduct of the General Election to be held November 5, 2024.

Pursuant to the provisions of Article XIV, Section 18(2)(a) of the Colorado Constitution and Section 29-1-203, Colorado Revised Statutes, as amended, the County Clerk and Entity find that it is in their best interest to conduct the election to be held on **November 5, 2024**, as a "**Coordinated Election**" as such term is defined in the Uniform Election Code of 1992, as amended ("Code"), and to that end, in consideration of the benefits and obligations contained herein, and subject to the terms and conditions as are hereinafter set forth, the parties enter into this agreement for the cooperative conduct and financing of the coordinated election as follows:

1. The election will be conducted by the County Clerk as a "**Mail-in Ballot Election.**" The type of election to be held is:

X  Ballot Issue (TABOR)       Ballot Questions       Candidates

2. Except as otherwise provided in this Agreement, the County Clerk will act as the coordinated election official for the conduct of the election for the Entity for all matters in the Code which require action by the coordinated election official. The County Clerk will have primary responsibility for the coordination of the election for the Entity and the procedures to be completed by the County Clerk.
3. The Entity will designate an election official who will be the primary liaison between the Entity and the County Clerk and will have primary responsibility for the conduct of election procedures to be handled by the Entity. Except as otherwise provided in this Agreement, the designee will act as the designated election official for all matters under the Code and Rules which require action by the designated election official.
4. From the date of execution of this Agreement through the official certification of the election, the designated election official shall be readily available and accessible during regular business hours, and at other times when notified in advance by the County Clerk, for the purpose of consultation and decision-making on behalf of the Entity. Nothing herein shall be deemed or construed to relieve the County Clerk or the governing body of the Entity from their official responsibilities for the conduct of the election.

5. The Entity encompasses territory within Logan County. This agreement shall be construed to apply only to that portion of the Entity's jurisdictional territory (Entity's District) within Logan County.
6. Nothing in this IGA relieves the entity from official responsibilities for the conduct of the Election.
7. Term of this IGA shall be from the date of signing through canvass certification of the election and recount certification if required or requested.
8. Actual use of this Agreement for any election held by the Entity will be conditioned upon:
  - a. **A Resolution or Ordinance of the governing body of the Entity**, that an election is required, and that the election should be held as a coordinated election, and execution by Entity of the Intergovernmental Agreement.
  - b. **Notice of Resolution and Signed Intergovernmental Agreement** delivered to the County Clerk no later than 70 days prior to the election date (**Tuesday, August 27, 2024**). [Section 1-7-116(2), C.R.S.]
  - c. **Acceptance of the Resolution and Signed Intergovernmental Agreement** indicated in (b) above by the County Clerk. The County Clerk will undertake its duties under the Agreement and provide notice of such determination to be delivered to the Entity within five (5) days of the County Clerk's receipt of such notice.

Following the completion of a., b., and c., above, the election procedures in this Agreement will be activated.

**ENTITY AGREES TO PERFORM THE FOLLOWING DUTIES REGARDING THE COORDINATED ELECTION:**

1. **COSTS:**

The Entity's share of the county's costs shall consist of such costs that are directly proportional to the cost to the county in conducting an election for the Entity, and shall be calculated as follows:

- a. The total number of registered electors in the Entity's District eligible to vote in Entity's election shall be multiplied by the total number of candidates and/or issues of the Entity ("voter opportunities").
- b. The total number of voter opportunities for all entities in the coordinated election shall be divided into the total number of voter opportunities for the Entity and multiplied by 100 to determine the Entity's percentage share of the election costs.



Actual cost includes, but is not limited to, time, supplies, costs of labor, training, printing cost, cost for publication of general information for the voting public, legal notices, temporary labor, and materials itemized, identified, and consumed for the conduct of the Entity's election.

Entity will remit payment for printing, supplies, judge salaries, training expenses, labor, publication fees, and mileage at the current county rate (\$.52/mile), to the County Clerk upon receipt of an itemized statement, specific to the Entity's share of these identified election costs.

The entity calling the election will pay the cost of conducting a nonpartisan election.

If more than one nonpartisan entity calls an election and there is no statewide issue, the costs will be divided among the governing bodies based on the above cost formula.

The County Clerk will submit to the Entity a statement for its portion of the election cost. (Cost incurred by the county and not billed directly to the Entity by an outside vendor) in a timely manner and **which shall be payable by December 31 in the year the election is held.**

The cost of any recount(s) will be charged to the Entity, or if more than one Entity is involved in the recount, the cost will be prorated among the participating Entities.

The Clerk will charge the Entity for all expenses for the preparation, printing, labeling and postage for the TABOR notice. Expenses will be prorated among all Entities participating in the TABOR notice; based in part, upon the number of persons registered to vote within each Entity's District.

## 2. **BALLOT CERTIFICATION:**

The Entity is solely responsible for determining whether a ballot issue, question or candidate is properly placed before the voters.

The Entity must certify ballot content to County Clerk no later than **Friday, September 6, 2024, by close of business 5:00 p.m.**, in order to permit review, proofreading, and approval before the County Clerk authorizes the printing of the ballot. The order of the ballot and ballot content shall include the name and office of each candidate for whom a petition has been filed with the designated election official and any ballot issues or ballot questions to be submitted to the eligible electors. [Section 1-5-203(3) (a), C.R.S.] See Exhibit A.

The ballot content must be certified in the order in which it will appear on the ballot. The certified list of candidates, ballot issue and/or ballot questions shall be final as submitted and the County Clerk will not be responsible for making any changes after the certification.

The Entity will submit the final certification in English and Spanish Text (when applicable). The County Clerk will notify the Entity if applicable. Send the file in readable Word format by e-mail to [baconp@logancountyco.gov](mailto:baconp@logancountyco.gov) and submit a printed copy of the file in English and Spanish (if applicable) on 8 ½ X 11 paper printed on 1 side only in a readable Word format. The ballot text will be provided in Word, in Arial ten (10) point font and with no extraordinary formatting of any kind (including, but not limited to, no bullets, text boxes, charts, spreadsheets, bolding, strikeouts, strikethroughs, or symbols).

The Entity is solely responsible for final verification as to accuracy of its ballot upon return from publisher and within **one (1) working day** of notification by County Clerk, unless advised otherwise and must sign off on the ballot proof before the ballot will be printed. (*Unless requested sooner by the printer*).

- a) **Audio Ballot Format-** to be in compliance with statutes and rules, the County Clerk will accept recorded pronunciations of candidates' names in any format which may be able to be used by our office. (See Exhibit B).

3. **CONDUCT OF THE ELECTION:**

Entity will provide the Clerk with a copy of the ordinance or resolution stating that the Entity will participate in the Election in accordance with the terms and conditions of this Agreement. The ordinance or resolution shall authorize the presiding officer of the Entity or other designated person to execute this Agreement.

4. **ELECTION JUDGES:**

Entity shall provide personnel, if requested by the County Clerk, to serve as election judges for a maximum of fifteen (15) days before the election as needed to assist in preparation and verification of ballots prior to counting. In the event County Clerk must appoint judges to represent the Entity, the election judge wage for that position will be charged to the Entity. Appointees of Entity will be sworn in and deputized as an election judge.

A maximum of three (3) people, to be appointed as election judges, shall be provided by the Entity to assist in all phases of the preparation of ballot for counting and canvassing. The number of judges and necessity will be determined by the County Clerk.

5. **CALL FOR NOMINATIONS:**

Entity is responsible for publication of a call for nominations, if applicable.

6. **PETITIONS - PREPARATION AND VERIFICATION:**

Entity is responsible for the approval of petitions circulated. The Entity will notify the County Clerk if it would like a hard copy voter registration list printed out or an e-mailed

list at no cost. Additional lists will be furnished at a cost of one cent (\$.01) per name, or \$25.00 whichever is greater. A minimum fee of \$25 will be charged for additional lists.

Entity will comply with all laws concerning nomination of candidates by petition, including but not limited to issue approval of nominating petition, as to form, where appropriate, determine candidate eligibility; receive candidates' acceptance of nominations; accept notice of intent, petitions for nominations, affidavits of circulators, verify signature on nominating petitions, and hear any protest of the nominating petitions.

7. **CERTIFY COMPLETENESS AND ACCURACY OF ADDRESS LIBRARY:**

Per Secretary of State Rule 4.1.3 the designated election official of each participating political subdivision/entity is required to certify the completeness and accuracy of the SCORE (Statewide Colorado Registration and Election) system address library for address ranges within the district no later than the seventieth (70<sup>th</sup>) day before the election. Any proposed District not already identified by a tax authority code in the County Assessor's records, shall provide the Clerk with a certified legal description, map and locator, identifying all "high/low" ranges for street addresses within the proposed District no later than **Tuesday, August 27, 2024.**

8. **TESTING OF BALLOTS:**

Prior to election, *upon request by Entity*, County Clerk shall supply Entity with official ballots that are clearly marked as test ballots. Ballots are to be secretly voted and a record retained of the test votes. If test ballots are requested a representative from the Entity will be required to be present for counting of the test ballots prior to the election. The County Clerk will determine testing times and Entity will be notified in advance. Request for test ballots should be made on or before **Friday, September 6, 2024.**

9. **ELECTION DAY ACTIVITIES:**

Entity shall provide personnel, if requested by the County Clerk; to serve as election judges for a maximum of fifteen (15) days before the election as needed to assist in preparation and verification of ballots prior to counting. In the event County Clerk must appoint judges to represent the Entity, the election judge wage for that position will be charged to the Entity. Appointees of Entity will be sworn in and deputized as an election judge.

A maximum of three (3) people, to be appointed as election judges, shall be provided by the Entity to assist in all phases of the preparation of ballots for counting and canvassing. The number of judges and necessity will be determined by the County Clerk.

Entity will provide support on the day of election via telephone and/or in person, should the need arise, from 6:00 a.m. until counting of the ballots is completed.



10. **AMENDMENT 1 TABOR NOTICE:**

The Entity will provide the full text of any required ballot issue (TABOR) notices to County Clerk by the end of the business day on **Monday, September 23, 2024**. [Section 1-7-904, C.R.S.] See Exhibit C.

The Entity will provide all completed Article X, Section 20 notices in hard copy and via email to [baconp@logancountyco.gov](mailto:baconp@logancountyco.gov) . The notice shall be provided in Word format in Arial ten (10) point font and with no extraordinary formatting of any kind (including, but not limited to, no bullets, text boxes, charts, spreadsheets, bolding, strikeouts, strike-through, or symbols).

The Entity is responsible for assuring that the timelines for submission of the required Article X, Section 20 notice and summaries, if filed, are met. The coordinated election official shall not be responsible for failure to meet the Article X, Section 20 constraints if the notice and summaries are not submitted by the Entity within the deadline and in the form required by the coordinated election official.

The Entity is responsible for the process of receiving written comments relating to ballot issues/ballot questions and summarizing such comments.

11. **SPECIAL DISTRICTS - PROPERTY OWNERS:**

Special Districts Only: The County Clerk will mail ballot packets to each eligible elector included on the property owner list provided and certified by the entity. Participating Entities that are required to permit tax-paying electors as defined by C.R.S. 32-1-103(5) to vote in their elections must provide a list of those eligible electors to the County Clerk.

The list must include eligible electors which are included on the Assessor's property owner list but are not included on the County's registered voter list. The Entity is also responsible for verifying that each of the eligible electors on the prepared list is registered to vote in the State of Colorado. This process may be accomplished by requesting access to the Voter lookup website available on the Colorado Secretary of State's web site: <https://www.sos.state.co.us/voter-classic/Login.do>.

**The list of eligible property owners must be submitted to the Clerk and Recorder no later than September 6, 2024**, and must include the voter's full name, mailing address, and Colorado Voter ID number.

12. **RECOUNT:**

The entity will provide personnel, as requested by the County Clerk, to assist in the event a recount is necessary. In the event County Clerk must appoint judges to represent Entity, a fee of \$20.00 per hour per judge will be assessed to Entity. Appointees of Entity will be sworn in and deputized as an election judge.

13. **WRITE-IN CANDIDATES:**

(if applicable) Entity will accept affidavits of intent for write-in candidacy by the close of business on the 110th day before the general election (**Thursday, July 18, 2024**) and forward a copy by fax or email daily to the County Clerk.

14. **CANCELLATION OF ELECTION:**

In the event that the election for which this Agreement was entered into is cancelled prior to the date such election was scheduled to occur and notice of such cancellation is provided to the County Clerk by the Entity, expenses incurred by the County Clerk on behalf of Entity relating to the election, both before and after the County Clerk's receipt of such notice, will be paid by the Entity within thirty (30) days after receiving the County Clerk's invoice. No Election may be cancelled in part.

**Tuesday, September 3, 2024** (63 days before the election) is the deadline for cancellation of the election, **if, in a nonpartisan election, there are not more candidates than offices to be filled and there are no ballot issues or questions.**

**Friday, October 11, 2024** (25 days before the election) is the last day to withdraw a ballot issue or ballot question that is not an initiative or recall election. [Section 1-5-208 (1.5), (2) and (5), C.R.S.] A governing body may by resolution withdraw one or more ballot issues or ballot questions from the ballot.

15. **LEGAL ADVICE:**

The Entity understands that the County Clerk and her designees do not provide legal advice to the Entity. The County Clerk and her designees may provide information to the Entity concerning the County Clerk's understanding of applicable laws and rules, but it is the responsibility of the Entity to contact its own attorney for legal advice.

16. **RESPONSIBILITIES BEYOND THIS AGREEMENT:**

The Entity understands that there may be additional obligations and responsibilities, legal, contractual, or otherwise, placed upon the Entity outside the terms of this IGA. The Entity further understands that it is the responsibility of the Jurisdiction to be aware of all obligations and responsibilities of the Entity.

17. **CAMPAIGN FINANCE:**

The Entity understands that all candidates running for office must become familiar with the requirements of Article XXVII of the Colorado Constitution, and Title 1, Article 45, C.R.S. The Entity understands that if a candidate accepts any contributions or makes any expenditure in furtherance of their candidacy, they must first form a candidate committee. The Entity understands that committees must be registered with the appropriate office before they accept contributions.



18. **APPROPRIATE FILING OFFICE:**

The Entity understands that candidates for any school board or any committees formed to support or oppose any school district ballot issue or ballot question must file paperwork with the Secretary of State's office. The Entity understands that candidates for municipal or any committees formed to support or oppose any school district ballot issue or ballot question must file paperwork with the municipal clerk of the applicable municipality.

19. **WAIVER OF CLAIMS:**

The entity has familiarized itself with the election process used by the County Clerk and waves any claims against the Clerk related to the Clerk's processing or administration of the Election except as specified 20. below and claims arising out of the willful and wanton acts of the Clerk.

20. **LIMITATIONS OF DAMAGES:**

If a lawsuit is filed challenging the validity of the entity's election, the entity shall provide prompt notice to the County Clerk of such a lawsuit. If the Clerk chooses to intervene and defend its position, the Entity will support such intervention and cooperate in the defense of any such claims. The clerk shall not be responsible for any other judgment, damages, costs, or fees.

**COUNTY CLERK WILL PERFORM THE FOLLOWING DUTIES FOR THIS COORDINATED ELECTION FOR THE ENTITY:**

1. **COSTS:**

Determine the "least cost" method for mailing the TABOR Notice Package, if applicable.

The Entity's share of the county's costs shall consist of such costs that are directly proportional to the cost to the county in conducting an election for the Entity, and shall be calculated as follows:

- a. The total number of registered electors in the Entity's District eligible to vote in Entity's election shall be multiplied by the total number of candidates and/or issues of the Entity ("voter opportunities").
- b. The total number of voter opportunities for all Entities in the coordinated election shall be divided into the total number of voter opportunities for Entity and multiplied by 100 to determine the Entities percentage share of the election costs.

Actual cost includes, but is not limited to, time, supplies, costs of labor, training, printing cost, publication of general information to the voting public, legal notices, election

judges, and materials itemized, identified, and consumed for the conduct of the Entity's election.

The Entity calling the election will pay the cost of conducting a nonpartisan election.

If more than one nonpartisan Entity calls an election and there is no statewide issue, the costs will be divided among the governing bodies based on the above formula 1(b.)

County Clerk will submit to the Entity a statement for their portion of the election cost. (For costs incurred by the county and not billed directly to the Entity by an outside vendor) in a timely manner and **shall be payable by December 31 of the year the election is held.**

The cost of any recount(s) will be charged to the Entity, or if more than one Entity is involved in the recount, the cost will be prorated among the participating Entities.

The Clerk will charge the Entity for all expenses for the preparation, printing, labeling and postage for the TABOR notice. Expenses will be prorated among all Entities participating in the TABOR notice; based in part upon the number of persons registered to vote within each Entity's District.

2. **BALLOT PREPARATION:**

The County Clerk will create the layout of the ballot in a format that complies with Title 1 and the Secretary of State Rules and arrange for the printing of the election ballots. The county will order the number of ballots based on the number of registered voters in the Entity's District to be printed for each jurisdiction within the county.

Entities must certify the ballot content to the County Clerk **no later than Friday, September 6, 2024,** in order to permit review, proofreading, and approval before the County Clerk authorizes the printing of the ballots.

The Entity is solely responsible for the language, content, and accuracy of the ballot content. The ballot text will be provided in Word, in Arial ten (10) point font and with no extraordinary formatting of any kind (including, but not limited to, no bullets, text boxes, charts, spreadsheets, bolding, strikeouts, strikethroughs, or symbols).

Submit the certified version in English and Spanish Text (when it is applicable) The Clerk will notify you when applicable. No changes to the ballots may be made without the express written approval of the County Clerk after **Friday, September 6, 2024.**

The certified list of candidates, ballot issue and or ballot questions shall be final, and the County Clerk will not be responsible for making any changes after the certification.

The Clerk will fax or transmit electronically the ballot proof to the Entity which is solely responsible for final verification as to accuracy of its ballot upon return from publisher and within **one (1) working day** of notification by County Clerk, unless advised



otherwise, and must sign off on the ballot proof before the ballot will be printed (*unless requested sooner by the printer*).

3. **ELECTION JUDGES:**

If requested by the County Clerk, the Entity will provide personnel to serve as election judges for a maximum of fifteen (15) days before the election as needed to assist in preparation and verification of ballots prior to counting. In the event County Clerk must appoint judges to represent the Entity, the election judge wage for that position will be charged to the Entity. Appointees of Entity will be sworn in and deputized as an election judge.

The County Clerk will supervise, administer, and train election judges for the preparation of the ballots for mailing, in the event the vendor chosen by the County Clerk is unable to process and mail the ballots.

A maximum of three (3) people, to be appointed as election judges, will be provided by the Entity (if needed) to assist in all phases of the preparation of ballot for counting and canvassing. The number of judges will be determined by the County Clerk.

4. **SIGNATURE VERIFICATION:**

The County Clerk's office will supervise election judges in the verification of signatures on voted mail-in or mail ballots prior to being approved for counting.

5. **PREPARATION OF VOTER LISTS:**

The County Clerk will print or email at no cost one computer list of all registered electors in Entity's District for use in conjunction with petition verification. Additional lists will be furnished at a cost of one cent (\$.01) per name or \$25.00 whichever is greater.

6. **ELECTION SUPPLIES:**

The County Clerk will provide all necessary equipment, supplies, forms, and personnel, (except personnel requested by County Clerk to be provided by Entity) to conduct the election.

7. **NOTICE OF ELECTION:**

The County Clerk will publish the Notice of Election by **Wednesday, October 16, 2024 (at least 20 days before each election). Entities candidates and/or ballot question will be included in the Notice.** Publication of the notice by the County Clerk for a coordinated election shall satisfy the publication requirement for all political subdivisions participating in the coordinated election. [Section 1-5-205(1) and (1.4), C.R.S.] [C.R.S 1-1-104(34)]

8. **ELECTION DAY PREPARATION:**

The County Clerk will conduct a Logic and Accuracy Test conducted by a Testing Board consisting of at least two persons, one from each major political party.

The tests will be sufficient to determine that the voting system is correctly programmed, the election is correctly defined on the voting system, and all the voting system's input, output, and communication devices are working properly.

Entities may designate one person to witness all public tests and the resetting of each device that passed the test to a pre-election state of readiness.

The County Clerk will coordinate the proper number of location(s) of Voter Service and Polling Center and Drop off locations. All Voter Service and Polling Center's will meet ADA requirements.

The County Clerk will provide for the security and processing of all mail-in and in-person ballots, including providing for the verification of signatures on the self-affirmation on the return envelope.

The County Clerk will facilitate accommodations for all military and overseas citizens as provided by the Uniformed and Overseas Citizens Voting Act.

The County Clerk will provide provisional ballots to electors who qualify under C.R.S. 1-8.5-111 and will provide contact information that provisional voters can call to inquire if their provisional ballot counted.

The County Clerk will provide Sample Ballots to the Entity or to electors printed in the form of official ballots but using different color paper from the official ballots.

The County Clerk will provide properly trained personnel for the preparation and conduct of the election as well as provide personnel at the tabulation area on Election Day/Night to certify unofficial results.

9. **ELECTION DAY ACTIVITIES:**

The County Clerk will provide support on the day of the election via telephone, email and/or in person, should the need arise, from 6:00 a.m. until counting of the Entities ballots are completed.

10. **COUNTING OF BALLOTS AND RECOUNTS:**

The County Clerk will conduct and oversee the process of counting the ballots and reporting the results.



The County Clerk will provide written materials as provided by law and train and supervise election judges, who will be responsible for verifying and opening the voted ballots prior to counting.

The County Clerk will establish backup procedures for the counting of the ballots, should the counting equipment fail during the count. Should the equipment fail, and it is determined that the counting procedures will not be recovered within a reasonable period of time; the counting procedures will be moved to the predetermined and pre-tested site for the duration of the election counting procedures. All related costs are to be paid by the Entity (shared with all other Entities whose ballots are being counted during the election in the time frame using the backup procedures and site).

The County Clerk will instruct and oversee the **County Board of Canvassers**, and the Board of Canvassers provided by the Entity, if any.

The County Clerk will conduct a canvass of the votes cast and certify the results.

The County Clerk will certify the results of the Entity's election within the time required by law and provide the Entity with the results of the Abstract of Votes.

The County Clerk will conduct any recounts as provided by law within the time frame required.

11. **STORAGE AND RECORDS:**

The County Clerk will store all election records, and any other such materials as required under the code for a period of at least (25) months after the election. Such storage shall be accessible by the Entity, if necessary to resolve any challenges or other legal questions that might arise.

12. **TABOR NOTICE:**

The County Clerk will organize and print information in the TABOR Notice **exactly** as submitted by the Entity. The entity is solely responsible for the accuracy of the information submitted. The County Clerk will determine how to order notices for participating Entities in compliance with Article X Section 20 of the Colorado Constitution and any pertinent Rules.

If a TABOR issue is on the ballot and the issue is submitted incorrectly ie, wrong format, the Entity will be charged for the corrections made by the DEO and any other charges that might incur due to the error.

Pursuant to Colorado Constitution Article X. Section 20(3)(b) the Clerk will mail the TABOR notice to each eligible household voter in Logan County or the affected Entity's District not less than 30 days prior to the election.

The County Clerk will determine the least cost method for mailing the TABOR Notice package. Nothing herein shall preclude the County Clerk from sending the TABOR Notice Package to persons other than the electors of the Entity if such transmittal arises from the County Clerks effort to mail the TABOR Notice package at the least cost.

13. **SPECIAL DISTRICTS - PROPERTY OWNERS:**

Special Districts Only: The County Clerk will mail ballot packets to each eligible elector included on the property owner list provided and certified by the Entity. Participating jurisdictions that are required to permit tax-paying electors as defined by C.R.S. 32-1-103(5) to vote in their elections must provide a list of those eligible electors to the County Clerk.

The list must include eligible electors which are included on the Assessor's property owner list and are not included on the registered voter list. The Entity is also responsible for verifying that each of the eligible electors on its prepared list is registered to vote in the State of Colorado. This process may be accomplished by requesting access to the Voter lookup website available on the Colorado Secretary of State's web site:  
<https://www.sos.state.co.us/voter-classic/Login.do>.

**The list of eligible property owners must be submitted to the Clerk and Recorder no later than September 6, 2024,** and must include the voter's full name, mailing address, and Colorado Voter ID number.

THE PARTIES will implement this Agreement in good faith, including acting in good faith in all matters that require joint or coordinated action.



**LOGAN COUNTY CLERK AND RECORDER**

Pamela M. Bacon

Pamela M. Bacon  
315 Main Street, Ste. 3, Sterling, CO 80751  
Phone: (970) 522-1544  
Fax: (970) 522-2063  
Email: [baconp@logancountyco.gov](mailto:baconp@logancountyco.gov)

**APPROVED:  
BOARD OF COUNTY COMMISSIONERS  
LOGAN COUNTY, COLORADO**

Attest:

\_\_\_\_\_  
Logan County Clerk and Recorder

(seal)

By: \_\_\_\_\_  
Chairman of the Board

**Frenchman RE-3 School District**

By: Christa Lousberg  
Printed Name: Christa Lousberg  
Title: Board President

Designated Election Official for the Entity:

Amber L. Schlessie  
Mailing Address: 506 N. Fremont Ave  
Fleming, CO 80728  
Phone: (970) 265 - 2111  
Fax: (970) 265 - 2115  
Email: schlessie-a@flemingschods.org

## ELECTION DEADLINES/IMPORTANT DATES

\* \* \* \* \*

On or before **Tuesday, August 27, 2024**: Resolution and Intergovernmental Agreement to County Clerk [1-7-116(2), C.R.S.] 70 days

No later than **Tuesday, September 3, 2024**: Deadline for cancellation of election (Nonpartisan candidate only election) [1-5-208(1.5), C.R.S.] 63 days; **if, in a nonpartisan election, there are not more candidates than offices to be filled and there are no ballot issues or questions.**

No later than **Friday, September 6, 2024**: Certify ballot content to County Clerk [1-5-203(3) (a), C.R.S.] 60 days **by CLOSE OF BUSINESS 5:00 p.m.**

**Friday, September 20, 2024**: Last day to file pro/con comments pertaining to local ballot issue with the designated election official in order to be included in the TABOR mailing (Friday before the 45th day before the election) [1-7-901(4)]

No later than **Monday, September 23, 2024**: Provide full text of Article X, Section 20 ballot TABOR notice [1-7-904, C.R.S.] 43 days

No later than **Friday, October 11, 2024**: May withdraw one or more ballot issues or questions. [1-5-208(2), C.R.S.] 25 days; a governing body may by resolution withdraw one or more ballot issues or ballot questions from the ballot.

**Tuesday, November 5, 2024**: Election Day; Polls open 7:00 a.m. to 7:00 p.m.

**NO ELECTION MAY BE CANCELLED IN PART!**



**EXHIBIT A**  
**CERTIFICATION FORMAT INFORMATION PAGE**

Ballot certification is required in two formats:

- Paper copy; and,
- Electronic Copy. The electronic version must be provided using plain text (.txt file format). No PDF versions will be accepted.

The electronic copy may be emailed to [baconp@logancountyco.gov](mailto:baconp@logancountyco.gov). Both the paper copy and electronic copy must be received at the Clerk and Recorder's Office at 315 Main Street Suite 3, Sterling, CO 80751 no later than 5:00 p.m. on September 6, 2024.

Important: Per Rule 4.5.5(f) (4) – Ballot questions and issues are numbered or lettered in the order in which the measurers are certified to the ballot by the DEO. Submissions are considered certified once one of the two required submissions, either electronic or paper copy, has been submitted to the Clerk and Recorder.

- **ELECTRONIC VERSION:**

The Entity will submit the final certification in English and Spanish Text (when applicable). The County Clerk will notify you if applicable. Send the file in readable format word by e-mail to [baconp@logancountyco.gov](mailto:baconp@logancountyco.gov) and submit a printed copy of the file in English and Spanish (if applicable) on 8 ½ X 11 paper printed on 1 side only in a readable word format. The ballot text will be provided in Word, in Arial ten (10) point font.

- **SPACING:**

All text must have single line spacing.

- **TEXT:**

For TABOR Ballot Notice, all ballot issue text must be typed in CAPITAL LETTERS.

Pro/Con statements must appear in upper and lower case.

Ballot questions must be typed in upper and lower case.

- **TABLES/COLUMNS:**

Do not use columns or tables setting up files as these are difficult to reformat. Use Tabs to put information in rows and/or columns. and with no extraordinary formatting of any kind (including, but not limited to, no bullets, text boxes, charts, spreadsheets, bolding, strikeouts, strikethroughs, or symbols).

- **AUDIO RECORDING:**

If the ballot certification includes candidates, the DEO shall email a recording of the correct pronunciation of each candidate's name to [baconp@logancountyco.gov](mailto:baconp@logancountyco.gov) if requested by the Clerk and Recorder

**EXHIBIT B**  
**AUDIO FOR ADA UNIT**

To be in compliance with the statutes and rules listed below, the Logan County Clerk and Recorder's office will accept recorded pronunciations of candidate names in any format which may be able to be used by our office. Please inform candidates within your jurisdiction of the necessity of recording the correct pronunciation of their name. The Entity may collect all recordings and submit them to the Logan County Clerk and Recorder's office at one time.

The Logan County Clerk and Recorder's office will contact the Entity if pronunciation guidelines on any ballot issues or ballot questions are needed.

Pursuant to Colorado Revised Statutes (C.R.S.) §1-5-704(1) "...each voting system certified by the secretary of state for use in local, state, and federal elections shall have the capability to accept accessible voter interface devices in the voting system configuration..."

Pursuant to Secretary of State Rule 4.6.2 County, municipal, school district, and special district candidates whose names are listed on a ballot for an election coordinated by the county clerk and recorder must provide an audio recording of the pronunciation of their name to the county clerk and recorder prior to the election for offices that are voted on by the electors of the county, municipality, school district, or special district.

Pursuant to Secretary of State Rule 4.6.2 for candidates designated by a major or minor party, such audio recording shall be provided no later than the last day upon which the designated election official certifies the ballot content to the county clerk and recorder in accordance with section C.R.S. §1-5-203(3)(a). The audio recording of the candidate's name shall be recorded exactly as it is provided on the candidate's statement of intent that is submitted to the designated election official, and as they wish it to appear on the ballot.

Pursuant to Secretary of State Rule 4.6.2 for candidates nominated by petition, such audio recording shall be provided no later than the last day upon which the designated election official certifies the ballot content to the county clerk and recorder in accordance with section C.R.S. §1-5-203(3)(a). The audio recording of the candidate's name shall be recorded exactly as it is provided on the candidate's statement of intent that is submitted to the designated election official, and as they wish it to appear on the ballot.

Please contact our office at (970) 522-1544 if you have any questions or need additional information.



**EXHIBIT C**  
**TEMPLATE FOR CERTIFICATION FOR BALLOT CONTENT**

Date:

Ms. Pamela M. Bacon  
Logan County Clerk and Recorder  
315 Main Street, Suite 3  
Sterling, CO 80751

RE: Certification of Ballot Content for \_\_\_\_\_ District.

Dear Pam:

This letter is submitted by the \_\_\_\_\_ District within Logan County, and certifies as of the above-written date that the following ballot question or list of candidates is to be submitted to the eligible electors during the coordinated election to be held on November 5, 2024:

DISTRICT NAME HERE  
Board of Directors or Mayor or City Councilmember etc.  
LENGTH OF TERM HERE  
(Vote For One or Two or Three)  
  
\_\_\_\_ CANDIDATE'S NAME  
\_\_\_\_ CANDIDATE'S NAME  
\_\_\_\_ CANDIDATE'S NAME

DISTRICT NAME HERE  
REFERRED BALLOT ISSUE \_\_\_\_\_ (TABOR) or REFERRED BALLOT QUESTION \_\_\_\_\_ NON-TABOR  
  
(INSERT HERE)

PLEASE INSERT THE QUESTION (**TABOR QUESTIONS ARE IN ALL CAPITAL LETTERS AND ALL OTHER QUESTIONS ARE IN UPPER AND LOWER CASE**)

YES \_\_\_\_\_ NO \_\_\_\_\_

Sincerely,

ENTITY NAME \_\_\_\_\_

\_\_\_\_\_  
Entity Election Official

**EXHIBIT D**  
**TEMPLATE FOR TABOR NOTICE CERTIFICATION**

**NOTE:** The information provided here is offered as a suggestion for the sake of uniformity and convenience to the voters based upon the Constitutional language of TABOR. Entities should consult with their legal counsel to determine if data should be supplied as suggested.

Date:

Ms. Pamela M. Bacon  
Logan County Clerk and Recorder  
315 Main Street, Suite 3  
Sterling, CO 80751

Dear Pam:

Below please find the required information for preparation of the ballot issue notices for Referred Ballot Issue \_\_\_\_\_.

DISTRICT NAME

Designated Election Official:  
Name  
Title  
Address  
City, State, Zip

NOTICE OF ELECTION TO INCREASE TAXES TO INCREASE DEPT ON A CITIZEN PETITION ON A  
REFERRED MEASURE  
DISTRICT NAME  
LOGAN COUNTY, STATE OF COLORADO

Election Date: (insert election date here)

Election Hours: 7:00 A.M. to 7:00 P.M.

(Insert Question name and number here)

PLEASE LIST THE REFERRED BALLOT ISSUE QUESTION HERE (TABOR QUESTIONS ARE IN ALL CAPITAL LETTERS) this is the same language provided with original certification.

Fiscal Information: is required with your Ballot Tabor Notice submission.

Fiscal Year Spending Information:

2023 (Current fiscal year estimated)	[\$1,000,000]
2022 (Actual)	[\$1,000,000]
2021 (Actual)	[\$1,000,000]
2020 (Actual)	[\$1,000,000]
2019 (Actual)	[\$1,000,000]

Overall percentage change in fiscal year spending: [Insert % of overall change]

Overall dollar amount change: [Insert \$ amount of change]

Estimated maximum dollar amount of tax increase for [insert year]: [amount of increase]  
Estimated [Insert Year] fiscal year spending without tax increase: [amount of spending]

Information of Current Bonded Debt:

Principal amount: [\$1,000,000]  
Maximum annual repayment cost: [\$1,000,000]  
Total repayment cost: [\$1,000,000]

Information on Proposed Bonded Debt:

Principal Amount [\$1,000,000]  
Maximum annual repayment cost: [\$1,000,000]  
Total repayment cost: [\$1,000,000]

The following summaries were prepared from comments filed by persons FOR the issue:

PLEASE LIST THE COMMENTS FILED FOR AN ISSUE HERE

- Statements are in upper and lower case.
- Summary statements or paragraphs for the proposal must be filed 45 days before the election. See C.R.S 1-7-901(4)
- Summaries must be 500 words or less and accurately summarize all written comments.
- Summaries may not contain names of persons or private groups that are for or against the issue.
- If written comments are not filed, state “No comments were filed by the constitutional deadline”.

The following summaries were prepared from comments filed by persons AGAINST the issue:

PLEASE LIST THE COMMENTS FILED AGAINST AN ISSUE HERE

- Statements are in upper and lower case.
- Summary statements or paragraphs against the proposal must be filed 45 days before the election. See C.R.S 1-7-901(4)
- Summaries must be 500 words or less and accurately summarize all written comments.
- Summaries may not contain names of persons or private groups that are for or against the issue.
- If written comments are not filed, state “No comments were filed by the constitutional deadline”.

Sincerely,

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Designated Election Official