

AGENDA
SPECIAL MEETING OF THE CITY COUNCIL
480 S. ALLISON PARKWAY
CITY OF LAKEWOOD, COLORADO
IN-PERSON MEETING
JANUARY 6, 2025
5:00 PM

For more information, please use either one of the following links:

City of Lakewood Website: [Lakewood.org/CouncilVideos](https://lakewood.org/CouncilVideos)

Lakewood Speaks: Lakewoodspeaks.org

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How to Connect to Provide Public Comment: Online participants may post written comments of any length to LakewoodSpeaks.org, an online forum for public comments.

ITEM 1 – CALL TO ORDER

ITEM 2 – ROLL CALL

ITEM 3 – PLEDGE OF ALLEGIANCE

ITEM 4 – STATEMENT OF CONFLICT OF INTEREST

ITEM 5 – CALLING A SPECIAL MUNICIPAL ELECTION IN WARDS 3 AND 4 TO BE HELD BY MARCH 25, 2025, FOR THE PURPOSE OF FILLING TWO VACATED CITY COUNCIL SEATS, WITH SUCH SPECIAL ELECTION TO BE CONDUCTED AS A MAIL BALLOT ELECTION BY THE LAKEWOOD CITY CLERK'S OFFICE

ITEM 6 – ADJOURNMENT

STAFF MEMO

DATE OF MEETING: JANUARY 6, 2025 / AGENDA ITEM NO. 5

To: Mayor and City Council
From: Jay Robb, City Clerk
Subject: **Resolution 2025-1, Calling for a Special Election in Ward 3 and Ward 4**

SUMMARY STATEMENT: The Lakewood City Council recently received two resignations from the following Council Members:

- a vacancy in a Ward 4 City Council seat occurred following the resignation of Councilor Rich Olver, effective as of December 31, 2024; and
- a vacancy in a Ward 3 City Council seat will occur following the resignation of Rebekah Stewart, effective as of January 7, 2025.

Resolution 2025-1 calls for a special election to occur in Ward 3 and Ward 5 on Tuesday, March 25, 2025, to fill the vacancies left by Councilors Stewart and Olver. The Resolution also designates the election to be conducted by the City through the City Clerk's Office as a mail ballot election.

BACKGROUND INFORMATION: Setting the election calendar for this special election is a math problem requiring balancing local law (which is primary) and State law (which is secondary). Section 2.8 of the Lakewood Home Rule Charter requires that: "In the event the office of any member of the City Council, except the Mayor, is vacated for any reason, the City Council shall call a special election within 90 days of the effective date of such vacancy in order to elect a successor for the remainder of the term of office."

The 90-day election timeline began at the first effective resignation of December 31, 2024, allowing the Lakewood City Clerk's Office 83 days to conduct a special election to be held on March 25, 2025.

BUDGETARY IMPACTS: Staff estimates that the special election could cost between \$75,000 to \$125,000. This cost estimate includes the cost of an independent Municipal Elections Coordinator, paying election judges and other minor expenses, as well as the costs arising out of two separate contracts: for ballot printing / mailing and onsite election equipment for ballot processing.

STAFF RECOMMENDATIONS: The adoption of Resolution 2025-1.

ALTERNATIVES: City Staff sees no alternatives to adopting a Resolution setting the special election to fill the Ward 3 and Ward 4 vacancy for March 25, 2025.

PUBLIC OUTREACH: This item has been promoted through the regular communication channels to be considered by the Lakewood City Council.

NEXT STEPS: If adopted, the special election will begin on Tuesday, January 7, 2025, with candidate petitions available for signature gathering and submission to the City Clerk between Tuesday, January 7 through Monday, January 27, 2025.

ATTACHMENTS: 1. Resolution 2025-1

REVIEWED BY: Kathleen E. Hodgson, City Manager
Benjamin B. Goldstein, Deputy City Manager
Alison McKenney Brown, City Attorney

2025-1

A RESOLUTION

CALLING A SPECIAL MUNICIPAL ELECTION IN WARDS 3 AND 4 TO BE HELD BY MARCH 25, 2025, FOR THE PURPOSE OF FILLING TWO VACATED CITY COUNCIL SEATS, WITH SUCH SPECIAL ELECTION TO BE CONDUCTED AS A MAIL BALLOT ELECTION BY THE LAKEWOOD CITY CLERK'S OFFICE

WHEREAS, a vacancy in a Ward 4 City Council seat occurred following the resignation of Councilor Rich Olver, effective as of December 31, 2024;

WHEREAS, the Ward 4 City Council seat has been vacated for approximately the final ten (10) months of the existing term, such term ending following the November 4, 2025 regular municipal election, all in accordance with Section 2.6 of the Charter of the City of Lakewood;

WHEREAS, a vacancy in a Ward 3 City Council seat will occur following the resignation of Rebekah Stewart, effective as of January 7, 2025;

WHEREAS, the Ward 3 City Council seat will be vacated for approximately the final ten (10) months of the existing term, such term ending following the November 4, 2025 regular municipal election, all in accordance with Section 2.6 of the Charter of the City of Lakewood;

WHEREAS, section 6.1 of the Charter of the City of Lakewood provides that City elections are governed by the Colorado municipal election laws except as otherwise provided by Charter or ordinance;

WHEREAS, Section 2.8 of the Charter of the City of Lakewood provides that in the event a vacancy occurs in the office of a City Council position, such vacancy is filled by the City Council calling for a special election to be held within ninety (90) days of the effective date of the vacancy, a time frame beginning on December 31, 2024 and concluding on March 31, 2025;

WHEREAS, C.R.S. 31-10-108 provides that a municipal special election must be held on a Tuesday on a date designated by resolution of the governing body;

WHEREAS, the latest possible date this special election can be held is Tuesday, March 25, 2025; and

WHEREAS, it is the intention of the City Council to comply with the election timelines to conduct the most efficient election possible.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lakewood:

SECTION 1. The City Council hereby calls and sets a special municipal election for MARCH 25, 2025, to fill the remaining approximate eight months of the terms of the vacant Wards 3 and 4 City Council positions, with such election to be conducted as a mail ballot election.

SECTION 2. The City Council, in accordance with applicable local and State law, hereby recognizes that the City Clerk is the Designated Election Official who will conduct the special municipal election, appoint election judges, and perform all other duties and responsibilities relating to such election.

SECTION 3. The provisions of this Resolution shall take effect immediately upon its adoption.

INTRODUCED, READ, AND ADOPTED by a vote of ___ for and ___ against at a special meeting of the Lakewood City Council on January 6, 2026, at 5 o'clock p.m. at the Lakewood Civic Center, 480 S. Allison Parkway, Lakewood, Colorado.

Wendi Strom, Mayor

ATTEST:

Jay Robb, City Clerk

APPROVED AS TO FORM:

Alison McKenney Brown, City Attorney