

The Town of
Star Valley Ranch, Wyoming

ORDINANCE: 2006-02

BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF STAR VALLEY RANCH, WYOMING:

Municipal Elections:

**ARTICLE 1
GENERAL PROVISIONS**

1-1. Laws governing; costs.

Unless otherwise specifically provided, a municipal election shall be governed by laws regulating statewide elections. The municipality holding any election shall pay the actual costs of the election, or an equitably proportioned share of a concurrent election as determined by the county clerk.

1-2. Qualifications of municipal officers.

All municipal offices are nonpartisan, and municipal officers shall be qualified electors residing in the municipality and any ward established under W.S. 22-23-103 or 15-11-105(b).

**ARTICLE 2
CONCURRENT ELECTIONS**

2-1. Conduct; who may vote.

(a) Except as provided in W.S. 22-23-202 municipal primary and general elections are held at the same time, in the same manner, at the same polling places, and are conducted by the same precinct officials, using the same poll lists, as the statewide primary and general elections.

(b) Only voters residing in precincts within a municipality may vote in its elections.

2-2. Certification and printing of ballot propositions.

A municipal ballot proposition to be voted on at a general election shall be certified by the municipal clerk to the county clerk not less than sixty (60) days before the general election and shall be printed on the municipal ballot by the county clerk unless state law provides otherwise.

**ARTICLE 3
NOMINATIONS**

3-1. Municipal officers.

All candidates for municipal office shall be nominated at the municipal primary election. In order to be eligible, a candidate must be a registered voter and a resident of the municipality and ward which he seeks to represent on the day the petition is filed, and shall not be an employee of the municipality. As used in this section, the term "employee" includes only those persons receiving an hourly wage or salary from a municipality. A person who provides volunteer services to a municipality shall not be considered an "employee" under this section based solely upon coverage under the Wyoming Worker's Compensation Act or other pension, death or disability program.

3-2. Filing fee; petition form.

Not more than ninety-six (96) days and not later than eighty-one (81) days preceding the municipal primary election, each candidate for a municipal office shall pay a nonrefundable filing fee of twenty-five dollars (\$25.00) and sign and file with the municipal clerk a petition in substantially the following form:

THE STATE OF WYOMING

} ss

County of Lincoln

I,, the undersigned, swear or affirm that I was born on,(year), and that I have been a resident of the State of Wyoming since, residing at, and that I am a registered voter of Election District No., Precinct No., in Ward No., in the Town of Star Valley Ranch, and the State of Wyoming as of the closing of the municipal clerk's office on the day this petition is filed, do hereby petition and request that my name be printed upon the Official Municipal Primary Ballot at the next primary election as a candidate for the office of, I hereby declare that if nominated and elected I will qualify for the office.

Dated:

.....(Signature of Candidate)

.....(Residence Address)

3-3. Certification of candidates; names on ballots.

Not later than sixty-eight (68) days prior to the primary election, the municipal clerk shall certify to the county clerk the names of all qualified candidates for nomination at the municipal primary election and the office they seek and shall print the names on the primary election ballot. The number of municipal candidates the voters are entitled to vote for at the primary election is the number of candidates to be elected to municipal offices at the general election.

3-4. Ballot form.

The county clerk shall prepare the municipal primary ballot as provided in W.S. 22-6 for nonpartisan ballots.

3-5. Candidates nominated; certificate of nomination.

The candidates equal to twice the number to be elected to each office who receive the highest number of votes are nominated to run for the office at the next general election and shall be issued a certificate of nomination by the county clerk. A write-in candidate shall not be nominated and shall not be entitled to have his name printed on the ballot for the next general election unless he received at least three (3) votes.

3-6. Vacancies in nomination.

(a) A vacancy in nomination for a municipal office to be filled at a general election occurs if:

(i) A candidate nominated at a primary election declines to accept the nomination, dies, moves his residence from his constituency or becomes disqualified to hold the office for any reason provided by law;

(ii) After the primary election there are no nomination applications for the office of mayor or councilman.

(b) A vacancy in nomination shall be filled by the municipal clerk notifying the person who received the next highest number of votes at the municipal primary election as shown on the official county canvass, or, if no other candidate exists, the vacancy in nomination may be filled by the governing body of the municipality.

(c) Not less than sixty (60) days prior to the general election, the municipal clerk shall certify to the county clerk the names of all qualified candidates who have accepted nomination by write-in vote and those nominated by the governing body and the office they seek. The names shall be printed on the general election ballot.

ARTICLE 4 GENERAL MUNICIPAL ELECTION

4-1. Preparation of ballots and voting machine labels; cost.

The county clerk shall prepare ballots which shall be in substantially the same form as the general election nonpartisan ballot, and voting machine ballot labels for the municipal general election. The name of every candidate legally qualified to appear on the ballot and all municipal ballot propositions to be voted on at the election shall be printed

thereon. The cost of preparing the municipal ballots shall be determined by the county clerk and paid by the municipality.

4-2. Commencement of term of office.

The term of office of a person elected at the municipal general election commences on the first Monday in January following the general election.

4-3. Constitutional oath required.

Before entering his duties, a person elected to a municipal office shall sign and file with the city clerk the same constitutional oath of office as county officers.

**ARTICLE 5
OFFICES AND TERMS**

5-1. Officers of incorporated town; terms; how elected.

The elective officers of an incorporated town are one (1) mayor and four (4) councilmen. The term of office of mayor and councilman is four (4) years, and until his successor is qualified. They are elected at large.

**ARTICLE 6
TERMS OF OFFICE AFTER FIRST ELECTION**

6-1. Councilmen in newly incorporated city or town.

At the first meeting of the council after the first election in a newly incorporated city or town, two (2) of the councilmen first elected shall be selected by lots to serve four (4) year terms and two (2) to serve two (2) year terms. At each subsequent general election, two (2) councilmen shall be elected to serve a four (4) year term.

**ARTICLE 7
SPECIAL ELECTIONS**

7-1. "Special election" defined.

As used in this article, including W.S. 22-23-801 through 22-23-809, the term "special election" means a municipal election on any question which may legally be submitted to the voters of a municipality other than at a regular municipal primary or general election or an election on the question of whether to incorporate.

7-2. Proclamation; supplementation of advertisement.

The date of a special election and the location of polling places shall be proclaimed by the governing body of the municipality not more than thirty (30) nor less than fifteen (15) days before the special election. The proclamation shall state the purpose of the election and shall be published at least twice in a newspaper of general circulation in the municipality. The advertisement may be supplemented by the county or municipality as provided by W.S. 22-20-104(b).

7-3. Polling places; election judges.

The governing body shall designate sufficient polling places to permit convenient voting and shall designate a sufficient number of qualified electors resident in the municipality to serve as judges of election. The judges of election at a municipal special election shall discharge the same duties as the judges of election at a regular statewide election.

7-4. Ballots.

The municipal clerk shall provide ballots for the special election and shall deliver to each precinct polling place ballots equal in number to the number of electors registered in the precinct plus twenty-five percent (25%).

7-5. Poll lists.

Precinct poll lists for the special election shall be obtained by the municipal clerk from the county clerk and shall be paid for by the municipality. The municipal clerk shall furnish copies of the precinct poll lists to the judges of election. A copy of the precinct registry list shall be posted at each precinct polling place during the special election.

7-6. Entries in and delivery of poll book; elector not on lists.

The judges of election shall make the same entries in the poll book as are required for statewide elections. Following the election the poll book shall be delivered to the municipal clerk. If the name of a person offering to vote at a special municipal election is not on the poll lists, he may qualify to vote by signing an affidavit and if a judge of election obtains verification from the county clerk as provided in W.S. 22-15-105 and 22-15-106.

7-7. Vote count and certification.

After the polls are closed, the judges of election shall count the vote and certify the result in writing to the municipal clerk.

7-8. Canvassing vote; tie vote.

The governing body of the municipality shall meet not later than three (3) days after the election at the time specified by the mayor to canvass the result of the special election. A tie vote shall be broken by lots cast by the governing body.

7-9. Certification of election results.

The governing body shall certify the result of the special election in writing and immediately post a copy of the certification in the office of the municipal clerk. The municipal clerk shall mail a copy of the proclamation to the county clerk.

**ARTICLE 8
ELECTION OMISSION**

8-1. "Omissions" defined.

In the event of an "omission", W.S.22-23-101 thru 1007 and W.S.15-11-101 thru 15-11-205 shall prevail.

PASSED ON FIRST READING THIS 14th DAY OF MARCH, 2006.

Boyd Siddoway, Mayor

Andrew Moffett, Town Clerk

PASSED ON SECOND READING THIS 11th DAY OF APRIL, 2006.

Boyd Siddoway, Mayor

Andrew Moffett, Town Clerk

PASSED ON THIRD READING THIS 16th DAY OF MAY, 2006.

Boyd Siddoway, Mayor

Andrew Moffett, Town Clerk