

**REPUBLICAN CENTRAL COMMITTEE BYLAWS OF THE
EL PASO COUNTY COMMISSIONER DISTRICT 5**

**El Paso County, Colorado
Revised**

ARTICLE I - NAME

The name of this organization shall be the El Paso County Commissioner District 5 Republican Central Committee (hereinafter CCD5).

ARTICLE II - OBJECTIVES

Section 1. Organizational Structure

CCD5 is organized as an unincorporated political organization within the meaning of and pursuant to applicable Federal and State election laws and the rules and bylaws of the Colorado Republican State Central Committee.

Section 2. Purpose

To provide for the designation, nomination and election of a Republican to the El Paso County Board of Commissioners from Commissioner District 5.

Section 3. Policy

Until there is a single Republican nominee, no candidate for designation or nomination to the CCD5 shall be endorsed, supported or opposed by the CCD5 as an entity, by its elected officers as an entity or by an officer using their title. Following the primary, the officers may not publicly oppose the nominee of the district.

ARTICLE III - MEMBERSHIP

Section 1. Membership of CCD5

The membership of the CCD5 shall consist of the following registered Republican electors and officials who reside within the district.

1. The Chairman, Vice-Chairman, and Secretary of CCD5 Central Committee.
2. The elected or appointed precinct committee people.
3. The Colorado Republican State Senators, Representatives, District Attorney and El Paso County elected officers who reside within the district, and others as may be required by the State of Colorado.

Section 2. Membership Requirements and Qualification

- A. All voting members must reside within the boundaries of the district.
- B. All members must be registered as Republicans.

Section 3 Vacancies in Membership

- A. Any vacancy in membership of CCD5 among the precinct committee people shall be filled in the manner provided by the relevant State Statute.
- B. Any vacancy among the elected officers of the CCD5 shall be filled in accordance with Article IV, Section 2.
- C. Any vacancy in the office of the County Commissioner shall be filled in accordance with Article VI.

ARTICLE IV - OFFICERS

Section 1 Elected Officers

- A. The elected officers of CCD5 shall be Chairman, Vice-Chairman and a Secretary.
- B. Officers shall be elected from among all Republicans who reside within the district.

Section 2. Election Procedures

A. Nominations

- 1. Candidates for any elected office of CCD5 shall be nominated individually from the floor at the biennial organizational meeting or the special meeting of CCD5 called to fill a vacancy in CCD5 office.
- 2. Nominations may only be made by a member of CCD5 who has been properly credentialed for that meeting.

B. Election

1. Process

Officers shall be elected individually in the following order: Chairman, Vice-Chairman and Secretary.

2. Method of Voting

a. Officers shall be elected by majority vote of the members present and voting in person or by proxy, by a secret ballot, unless there is only one candidate for office, in which case the candidate is elected by acclamation.

b. No individual may carry or hold more than two proxy designations during any meeting. (EPC Bylaws Section 5.02 Proxies D.)

3. Voting Procedure for Multiple Candidates

If more than two people are nominated for an elected office of CCD5, and if no nominee has received the required majority vote of ballots cast after two ballots, the nominee receiving the fewest votes on the preceding ballot shall be dropped from all subsequent ballots unless one or more nominees shall have withdrawn during or following this ballot. The nominee receiving the fewest votes on each ballot thereafter shall also be dropped from all subsequent ballots unless one or more nominees shall have withdrawn during or following such a ballot. Balloting shall continue in this manner until a majority vote is cast for one nominee. The outcome of a tie vote shall be determined by lot, the lots being drawn by the candidates or their personally chosen designees.

C. Terms

1. Officers serve for two years or until their successors are elected.
2. Officers' terms shall begin at the closing of the organizational meeting or at the closing of the special committee meeting at which they were elected.

D. Vacancy in Elected Officers

1. A vacancy in office shall exist in the event of an officer's ineligibility to hold office; death, resignation, removal, permanent absence or permanent inability to serve.
2. Chairman: Upon the vacancy in the office of Chairman, the Vice-Chairman shall automatically succeed to all powers and duties of the Chairman and will serve the remainder of the elected term as Chairman.
3. Vice-Chairman & Secretary: In the event of a vacancy in the Vice-Chairman or Secretary, the new Chairman shall appoint a Vice-Chairman and/or Secretary to serve until the next organizational meeting.

Section 3 Duties of Officers

A. The Chairman shall

1. Issue the call and preside at all meetings of CCD5, the District Assembly, the special meetings of the CCD5, and the Vacancy Committee to fill an unexpired term for County Commissioner in CCD5, unless the Chairman is a candidate for filling the unexpired term of County Commissioner, in which case the Vice-Chairman shall preside.
2. Appoint necessary committees to fulfill the objectives of CCD5 and be an ex-officio member of such committees.
3. Perform any other duties incident to the office of Chairman as defined in the parliamentary authority or as required by law.

B. The Vice-Chairman shall

1. Assist the Chairman as requested and preside in the absence of the Chairman.
2. Exercise the powers of the Chairman, except for the power to appoint committees, and assume the duties of the Chairman in the temporary absence or temporary inability of the Chairman to act.
3. Assume the Chairmanship of CCD5 in the case of permanent absence, permanent inability or removal of the Chairman until the next organizational meeting.
4. Perform such other duties as the Chairman or CCD5 requests.

C. The Secretary shall:

1. Issue the official call. Written notice of all meetings of CCD5 shall be sent to all members. Calls may be electronic or mailed and can be included in the County Organizational or County Assembly calls.
2. Serve as Secretary for all such meetings and keep a written record of the proceedings of such meetings and be custodian of all such records. The Secretary shall assist with accessing all relevant Federal and State laws as well as State GOP Bylaws. When relevant, submit documents to the County and/or State Party.
3. Maintain a current list at all times of all members and officers of CCD5, including available contact information.
4. Provide the Chairman, at least three days prior to the convening of a District Assembly, a temporary roll of the delegates and alternates entitled to participate in the District Assembly.
5. Verify all credentials for delegates and alternates at meetings of CCD5 Assembly.
6. Prepare and verify certificates showing designations made by the District Assembly.
7. Perform such other duties as the Chairman may request and any other duties incident to the office of Secretary.

ARTICLE V - MEETINGS OF CCD5

Section 1. Organizational Meeting

- A. Date, Location and Call: The Biennial Organizational Meeting of CCD5 shall be held between February 1 and February 15 of each odd-numbered year. This meeting will be held concurrently with the County Central Committee Organizational Meeting.
- B. Purpose:
1. Elect a Chairman, Vice-Chairman and Secretary.
 2. Ratify the Article IV, 2, D bylaw provisions for the special CCD5 meeting for filling a vacancy in a CCD5 office and the Article VI bylaw provision for filling a vacancy in County Commissioner District 5.
 3. Conduct such other business as may properly come before the Committee.

Section 2. Special Meetings

- A. Circumstances for Special Meetings:
1. Special meetings of CCD5 may be called at any time by the Chairman on the Chairman's own initiative or upon the written request of at least one- third of the members.
 2. If the Chairman fails to issue a call within ten days of a request by at least one- third of the members, then any voting member may issue the call.
- B. Time Frame: Special meetings shall be held within fifteen days of the issuing of the call to all CCD5 members at the time, date, place, and purpose designated by the person calling the meeting.

Section 3 Forms of Call for All Meetings

- A. Forms of Notice: All members of CCD5 shall be notified of the official call in writing, which shall include email.
- B. Contents of Notice: The call of a CCD5 meeting shall state the time, date, place and purpose of the meeting.
- C. Delivery of Written Notice: Every attempt should be made by the Secretary to contact those with undeliverable mail.

Section 4 – Voting at Meetings of CCD5

A. Methods of Voting

- 1. Single Vote: A person holding multiple offices shall not be entitled to more than one vote, excluding proxies.

B. Proxies

- 1. Designation: Any voting member who wants to vote by proxy at a meeting of CCD5 shall designate the proxy on a written form which shall be signed, dated, notarized and submitted to the credentials committee no later than the convening of the meeting to which the proxy applies.
 - a. All proxies shall apply to a single meeting of CCD5.
 - b. No individual may carry or hold more than two proxy designations during any meeting. (EPC Bylaws Section 5.02 Proxies D).
 - c. An individual designated to cast a proxy vote shall be a qualified Republican
 - d. A person who is not a member of CCD5, pursuant to Article III, Section 1, who is a designated proxy to cast a vote for a member, may not make motions or enter in debate.
- 2. Absence from Meeting: A person designated to cast a vote by proxy may vote only if the principal is absent from the meeting at the time of credentialing prior to such a vote.

C. Quorum Requirements

A quorum for any meeting of CCD5 shall be those voting members of CCD5 present or represented by proxy. Once the presence of a quorum has been established, the departure of members shall not be cause for adjournment for lack of quorum.

ARTICLE VI - COMMITTEES

Section 1. Vacancy Committee to replace County Commissioner District 5 Office

- A. Purpose: To fill a vacancy due to:
1. Failure to elect a CCD5 officer according to provisions in in ARTICLE IV, Section 2, D.
 2. Failure to designate a candidate for CCD5 Commissioner at the District Assembly.
 3. The resignation of a candidate for CCD5 Commissioner due to disqualification or permanent inability.
 4. The successful recall, death, or resignation of the elected CCD5 Commissioner.
- B. Membership: Unless otherwise prescribed by State Law, members of CCD5, as listed in ARTICLE III. Sections 1 and 2. At vacancy meetings for County Commission Position, only voting members are allowed to attend.
- C. Time Frame: For the office of Commissioner, a qualified Republican shall be elected by majority vote within ten days from the date on which the vacancy occurs, as required by State Election Laws.
- D. Written Notice of the Call: Notice of the call of any meeting of the Vacancy Committee shall be emailed to each member at least six days before such a meeting. The call shall state the date, time, place, and purpose of the meeting. In addition, personal contact may also be attempted in a timely manner.
- E. Failure of the District Officer to Issue Call: If no call is issued by the fourth day after the vacancy occurs, the Vice Chairman or Secretary of CCD5 may issue the call to the CCD5 Vacancy Committee.
- F. Quorum: The Vacancy Committee quorum shall be those members present and voting to include proxy.
- G. Vacancy Candidates: Individuals interested in filling the remaining term of CCD5 Commissioner Office must send their intentions to the Chair of the CCD5 District within 5 days of the specific meeting date as stated in the official call to the vacancy meeting. Nominations will be accepted from the floor. A nominee must be a registered Republican residing within the CCD 5 District.
- H. Voting: Voting shall be by ballot unless there is only one nominee to fill a vacancy, in which case the candidate is elected by acclamation.
- I. Voting Procedure for Multiple Candidates: The candidate receiving the majority vote will be confirmed to the position of the new County commissioner for District 5.

Section 2. Bylaws: Shall be comprised of at least one CCD5 officer and at least two members appointed by the CCD5 Chairman. The committee shall meet at times and places designated by the CCD5 Chairman. The committee shall report its recommendations to the membership by email and the Bylaws shall be voted on at the next scheduled meeting called by the CCD5 Chairman. The proposed bylaws shall be sent out via email no fewer than 15 days prior to the meeting.

1. Amending Procedure: The bylaws may be amended at any meeting of CCD5 by the affirmative vote of two-thirds of those members present and voting, provided that the proposed amendment was submitted in writing to the elected officers or a bylaws committee for review. The call shall be emailed at least fifteen days before the meeting with the proposed amendment(s) included in the written call of the meeting.
2. Amendment Without Previous Notice: If previous notice of a proposed amendment was not given, the unanimous consent of the members of CCD5 who are present at the meeting must be obtained before such an amendment may be offered for consideration.

Section 3 Special Committees: Shall be appointed by the CCD5 Chairman as deemed necessary or by the request of the Executive Committee or the members of the CCD5. These committees may include Credentials, Rules and Teller Committees for the Organizational Meeting, the District Assembly or a Special Meeting of the District.

ARTICLE VII - CCD5 ASSEMBLY

Section 1: Date -Location - Call & Qualifications of Delegates and Alternates

- A. Date and Location: The District Assembly may be held on the same date as the County Assembly in which the district lies, or as called by the CCD5 Chairman in those years in which the office of CCD5 is designated for election.
- B. Call of the District Assembly: The call of the District Assembly shall include a statement of the time, date, place, and purpose of the Assembly. The call of the District Assembly shall, at the request of the District Chairman, be included in the call of the County Assembly. Failure to properly issue a call for the District Assembly shall not invalidate the District Assembly, provided that the District Assembly is announced during the County Assembly and before the District Assembly meets.
- C. Qualifications of Delegates and Alternates: The delegates and alternates to the District Assembly shall be delegates and alternates to the County Assembly and shall reside within the district. District Officers are the officers of the Assembly, but they may not vote unless they are also delegates or alternates elevated to vote.

Section 2. Quorum of the Assembly

The quorum of the Assembly shall consist of those delegates present.

Section 3 Voting in the District Assembly

- A. Proxies: No proxies shall be allowed or recognized in the District Assembly.
- B. Vacancies: Any vacancy in a delegate place shall be filled only from among the alternates in attendance at the District Assembly from the precinct for which there is a vacancy. Alternates shall be seated as delegates in the order designated by their precinct caucuses. Alternates must yield to delegates when they are present.
- C. Designation: Every candidate receiving thirty percent or more of the votes of all duly accredited Assembly delegates who are present and voting on that office shall be certified by affidavit of the presiding officer and secretary of the Assembly. If no candidate receives thirty percent or more of the votes a second ballot shall be cast excluding the candidate who received the least number of votes for that office. The certificate of designation shall indicate the order of the vote received at the Assembly by the candidates for the office. If two or more candidates receiving designation have received an equal number of votes, the order of certification of designation shall be determined by lot by the candidates.
- D. Requirements for Designees: No person shall be eligible for designation by the District Assembly as a candidate for nomination at any primary election unless such person had been registered to vote as a Republican no later than the first business day of the January immediately preceding the primary election, as shown by the voter registration list of the County Clerk and Recorder.

Section 4 Credentials

The Credentials Committee for the CCD5 Assembly shall consist of members appointed by the Chairman of CCD5 from among the uncontested delegates to the County Assembly.

ARTICLE VIII – PARLIAMENTARY AUTHORITY

Robert's Rules of Order Newly Revised shall govern all meetings of CCD5, whenever they are applicable and not inconsistent with these bylaws, El Paso County Republican Central Committee Bylaws, Colorado Republican State Central Committee Bylaws and applicable Colorado Revised Statutes.

ADOPTED at the December 20, 2024, Special Meeting of the El Paso County Commissioner District 5 Republican Central Committee, as amended.

CCD5 CHAIRMAN

CCD5 VICE CHAIRMAN

CCD5 SECRETARY

Julia A. Lindahl
Denise Kmleek
Cathy Ortega

Julia A. Lindahl

Denise Kmleek

Cathy Ortega