

Golden Valley



City Council Candidate Information Packet **2013**





Interested Candidate:

This packet is provided to all interested candidates when they file for the council member office. It includes general information about the City and the election, campaign sign regulations specific to Golden Valley, and information that will help you meet the legal requirements for candidates for public office. It is not a complete list of laws pertaining to election procedures, and it is not intended to be relied upon or used to resolve questions or disputes with respect to any particular factual situation. Please refer to the materials provided by Hennepin County and the Secretary of State's Office for additional information. In all matters, Minnesota Election Law is the final authority.

Sue Virnig
City Clerk/Election Official

Golden Valley—Plan B Statutory City

Minnesota has two basic types of city governance: statutory cities, which operate under the statutory city code, and home rule charter cities, which operate under a local charter.

Most statutory cities in Minnesota have a weak mayor-council governing system. This means the mayor has all the powers and duties of a council member in addition to those of mayor. The council as a whole retains ultimate administrative and legislative responsibility and authority, except where an independent board, such as a utilities commission, has one or more specific functions.

In contrast, home rule charter cities define the powers of their elected and appointed staff through their city charters.

Statutory cities may choose from three forms of government organization: Standard Plan, Plan A, and Plan B. Golden Valley is one of 16 Plan B cities in Minnesota.

Plan B Form of Government

The Plan B form of government is also known as the council-manager plan. It consists of the elected mayor, four elected council members, and an appointed city manager. Although the council retains its legislative and policy-making authority, it delegates administrative responsibilities, such as hiring and firing city employees, to the city manager. The council's control over these matters is indirect, through its selection and retention of a manager. Several of Minnesota's 107 home rule charter cities have also adopted the council-manager plan through their city charters.

Information about Plan B cities is located at www.lmnc.org or in the Minnesota Statutes at www.leg.state.mn.us/leg/statutes.asp.

Filing For Office in 2013

What You Need To Know

Golden Valley City Offices on the Ballot

- Council Members (2)—At Large (represent entire city)
- Special Election Council Member (1)—At Large (represent entire city)

The annual rate of pay for Council Members is \$8,696. The job description is located in the packet.

All offices are nonpartisan. Candidates elected to fill the two regular election Council seats will take office in January 2014, with terms expiring December 31, 2017. The candidate elected to fill the special election Council seat will take office around November 6, 2013, with the term expiring December 31, 2015.

Eligibility to Hold Office

According to Article VII, Section 6, of the Constitution of the State of Minnesota, candidates for public office must:

- be an eligible voter
- be twenty-one years old
- have resided in the district 30 days previous to the General Election

Filing Dates

July 30 through August 13, 8 am to 4:30 pm. Offices are open until 5 pm on August 13.

Candidates who will be absent from the state during the filing period may arrange with Golden Valley Elections to file prior to departure (763-593-8017).

Withdrawal Deadline

To remove your name from the ballot, you must withdraw by Thursday, August 15, at 5 pm Central Standard Time.

Filing Location

City of Golden Valley General Services Department (second floor of City Hall), 7800 Golden Valley Road, Golden Valley, MN 55427

Filing Fee

\$5

Candidates may present a petition with the signatures of eligible voters in lieu of the filing fee (Minnesota Statute 204B.07–204B.11). Information on petition and signature requirements may be obtained from the City of Golden Valley.

Campaign Reporting and Statement of Economic Interest

Candidates receive a packet on campaign reporting requirements and financial disclosure reporting requirements when they file for office.

Statement of Economic Interest Filed With Golden Valley Elections

Candidates for office in Golden Valley must file a personal financial disclosure with the Golden Valley Elections and Voter Registration Office within 14 calendar days of filing their candidacy. Candidates will receive this form when they file for office.

Affidavit of Candidacy

Enclosed in this packet is a sample of a form showing the information the City will request when you file for office. All information provided on this form is public information. The actual triplicate form is provided by the Secretary of State. Candidates will receive this form when they file for office.

Local Elections Calendar

In all matters, Minnesota Election Law or Charter is the final authority, not this calendar. Changes to Minnesota Election Law enacted by the Minnesota State Legislature or City Code in 2013 may alter dates or other information in this calendar.

July 30	Candidate filings open 8 am
August 13	Candidate filings close at 5 pm
August 15	Last day to withdraw from ballot in Cities (before 5 pm Central Standard Time)
September 20	Absentee voting begins for General Election
October 15	Voter pre-registration for the General Election closes at 5 pm. Voter registrations must be in the hands of election officials.
November 2	Open for absentee voting 10 am to 3 pm
November 4	Open for absentee voting until 5 pm
November 5	LOCAL GENERAL ELECTION—Polls are open 7 am to 8 pm Agent designated to deliver absentee ballot to a voter in a health care facility must return voted ballot no later than 3 pm (MS 203B.11 subd. 4) 6 am – 8 pm: No public meetings or school events
November 11	Office closed: Veterans Day Holiday observed
November 8-15	Period of time to canvass City Election Results
January 7, 2014	Terms begin for officers elected

2014 Meeting Dates

City Council Meetings

The City Council meets the first and third Tuesdays of the month at 6:30 pm in the Council Chambers. Meeting dates for 2014 (subject to change):

January 7	May 6	September 2
January 21	May 20	September 16
February 4	June 3	October 7
February 18	June 17	October 21
March 4	July 1	November 5 (Wednesday)
March 18	July 15	November 18
April 1	August 6 (Wednesday)	December 2
April 15	August 19	December 16

Housing And Redevelopment Authority (HRA) Meetings

The HRA meets on the second Tuesday of every third month at 6:30 pm in the Council Chambers. Meeting dates for 2014 (subject to change):

January 14	July 8
April 8	October 14

City Council/Manager Meetings

Council/Manager meetings are held on the second Tuesday of the month at 6:30 pm, or immediately after an HRA meeting, in the Council Conference room. Meeting dates for 2014 (subject to change):

January 14	May 13	September 10 (Wednesday)
February 11	June 10	October 14
March 11	July 8	November 12 (Wednesday)
April 8	August 12	December 9

Campaign Signs: **Regulations & Enforcement**

Enforcement of campaign sign violations is split between the City and the state, depending on whether the sign violated the City's ordinances or state campaign practices law.

For information on enforcement of Golden Valley ordinances, contact the Inspections Department at 763-593-8088 (leave a detailed message) or the Golden Valley Elections line at 763-593-8017.

From the State of Minnesota Department of Transportation (April 10, 2012)

TO: CANDIDATES FOR PUBLIC OFFICE

This letter is to remind you that state law prohibits the placement, painting, printing, or affixing of advertisements on any object within the limits of any highway in Minnesota. This prohibition in Minnesota Statutes, section 160.27, applies to political campaign signs as well as to all other forms of advertising. The law applies to all state, county, city, and township roads and highways.

In addition, the Minnesota Outdoor Advertising Control Act (Minnesota Statutes, section 173.15) prohibits erecting advertising devices:

- on private land without the consent of the owner or occupant;
- on public utility poles;
- on trees or shrubs; and
- by painting or drawing on rocks or natural features.

The Federal Highway Administration office in Minnesota monitors Minnesota's compliance with federal highway beautification laws. State transportation employees are responsible for administering these laws on state highways and must remove signs that violate the laws. County, city, and township employees administer these laws on their roads.

Since political campaign workers may not be familiar with the laws, please distribute this information to those who place signs on your behalf. Local Mn/DOT offices should be contacted for assistance when signs are being placed where the specific highway right-of-way cannot be clearly identified. When improperly placed signs are removed by Mn/DOT employees, every effort will be made to temporarily store the sign and to notify the candidate so that the signs can be retrieved by the candidate or the candidate's workers.

I sincerely request your cooperation in ensuring your campaign workers are aware of these laws. Mn/DOT employees will make every effort to be fair and impartial in administering the law so that all advertisers can expect equal treatment under this law.

Thank you for your cooperation.

Sincerely,

Thomas K. Sorel
Commissioner

From the Hennepin County Transportation Department, Permit Office

Dear Candidate for Public Office:

This letter is written to inform you of Hennepin County's policy regarding campaign signs placed within the right-of-way. In-order to maintain county rights-of-way and to provide safe, unobstructed highways for the traveling public, Hennepin County does not allow campaign signs within the right-of-way. This policy is supported by Minnesota Statute 160.27, which prohibits the placement, painting, printing, or affixing of advertisements on any object within the limits of any highway in Minnesota. By following this policy, Hennepin County personnel will not remove your signs.

Please provide this information to your campaign staff, workers, and volunteers. All campaign signs must be located wholly off county right-of-way. If you need help determining the location of the county right-of-way, please contact the County Surveyors Department at 612-348-3131. Other municipalities may have different requirements—we encourage you to contact your local authorities for more information.

Thank you for your cooperation in this matter. If you have any questions, please contact the Permit Office at 612-596-0339.

From the Golden Valley Code of Ordinances:

Subdivision 2. Corner Visibility

Visibility shall be maintained at all street intersections. No person shall erect, construct, plant, nurture or maintain any building, structure or vegetation, except low lying plants and grasses, in the corner visibility zone without the appropriate right-of-way permit to do so. Existing trees, shrubs and grasses must be maintained to provide, as determined by the Director, clear lines of sight through the corner visibility zone. This clear line of sight is generally considered to be between 30 inches above the gutter line and eight (8) feet above the gutter line. The corner visibility zone is considered that area between the edge of pavement of intersecting streets and a line adjoining points on such lines 45 feet distant from their point of intersection, or in the case of a rounded corner, point of intersection of the tangents at the end points of the curve.

Upon information that any person is in violation of this Chapter, the Director shall give written notice to have the items restricting visibility removed. If after receiving written notice to remove the items restricting visibility, the person fails to remove the offending object within the time specified in the notice, not less than 10 days, the Director shall remove the offending objects with city forces. All costs associated with this removal shall be billed to the property owner responsible for the obstruction. If the bill is not paid within thirty (30) days of the invoice date, the unpaid costs may be assessed against the property pursuant to Chap. 429, Minnesota Statutes.

From Minnesota State Statutes:

211B.045 NONCOMMERCIAL SIGNS EXEMPTION

In any municipality, whether or not the municipality has an ordinance that regulates the size or number of noncommercial signs, all noncommercial signs of any size may be posted in any number from 46 days before the state primary in a state general election year until ten days following the state general election.

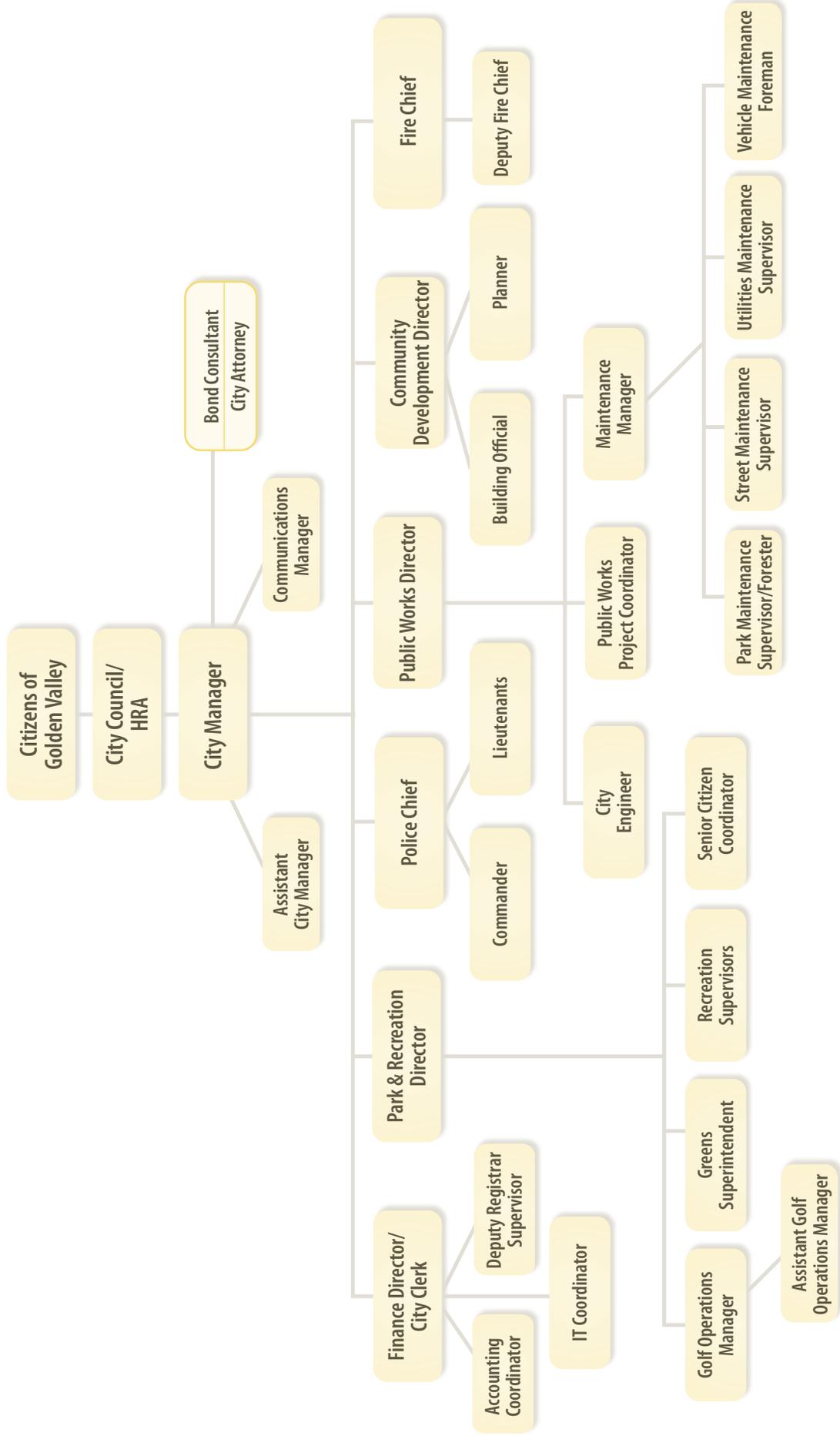
History: 1990 c 585 s 30; 2004 c 142 s 1; 2010 c 184 s 42.

Additional Information

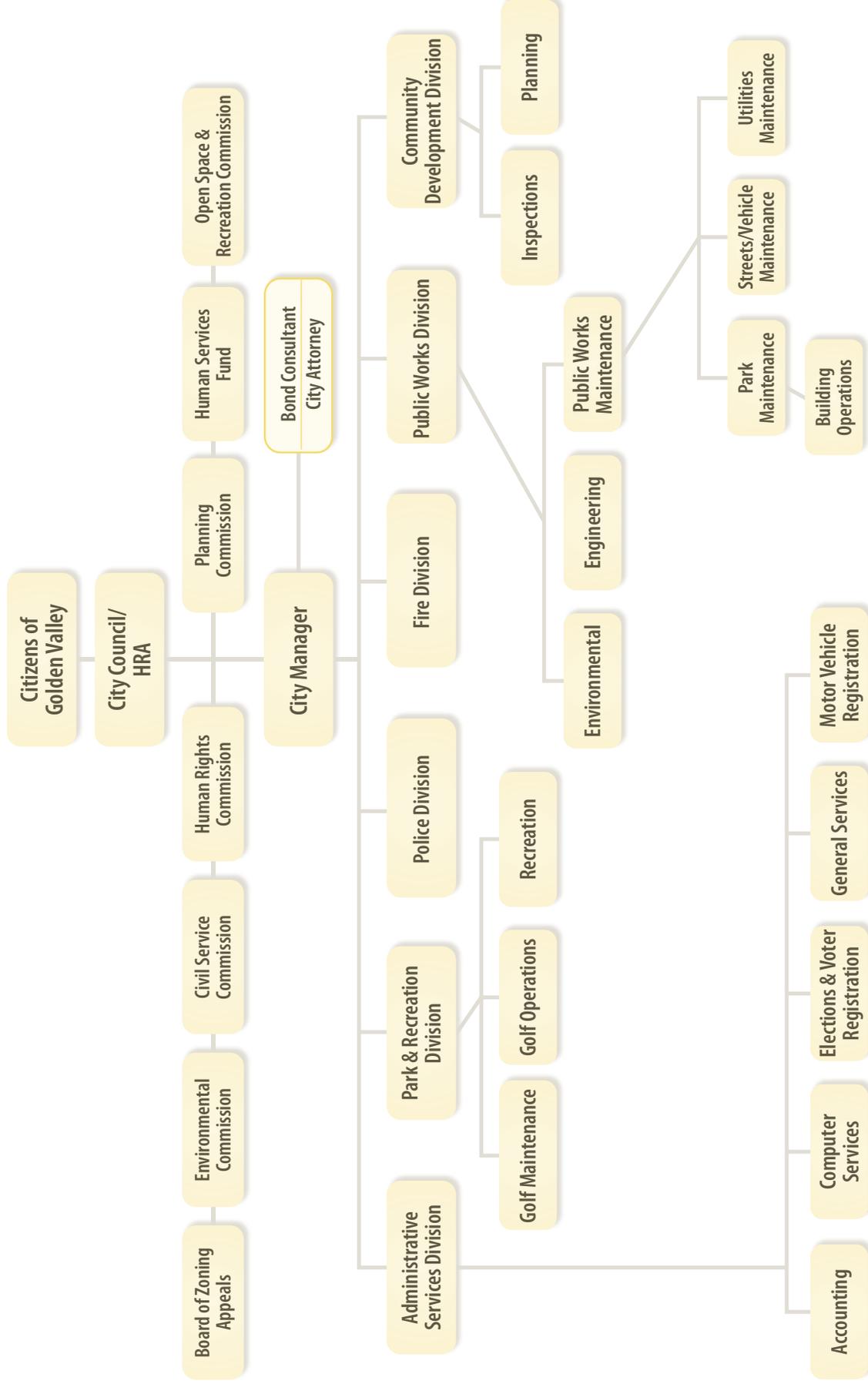
Campaign Financial Reporting

"Campaign Manual 2012: Campaign Financial Reporting and Fair Campaign Practices," Minnesota Secretary of State,
<http://www.sos.state.mn.us/index.aspx?page=636>

Organization Chart by Position



Organization Chart by Division





Precinct Polling Places

Precinct #1

Northeast Fire Station
3700 Golden Valley Road
Golden Valley, MN 55422

Precinct #2

Valley Presbyterian Church
3100 North Lilac Drive
Golden Valley, MN 55422

Precinct #3

Meadowbrook Elem School
5430 Glenwood Avenue
Golden Valley, MN 55422

Precinct #4

LOGIS
5750 Duluth St
Golden Valley, MN 55427

Precinct #5

Southeast Fire Station
400 Turners Crossroad South
Golden Valley, MN 55416

Precinct #6

Golden Valley City Hall
7800 Golden Valley Road
Golden Valley, MN 55427

Precinct #7

Sandburg School*
2400 Sandburg Lane
Golden Valley, MN 55427

Precinct #8

Brookview Community Center
200 Brookview Parkway
Golden Valley, MN 55426

*New Location

Precinct Map is located at www.goldenvalleymn.gov/elections/pdf/precinct-map.pdf

For More Information

City of Golden Valley Elections

City Clerk

Fax

TTY

Web

763-593-8017

763-593-8010

763-593-3969

763-593-3968

www.goldenvalleymn.gov

Hennepin County Elections

Fax

TTY

E-mail

Web

612-348-5151

612-348-9677

612-348-3461

HC.Vote@co.hennepin.mn.us

www.hennepin.us

League of Minnesota Cities

Web

www.lmnc.org

Information about cities and regulations

Secretary of State Elections Office

Fax

TTY

Email

Web

651-215-1440

651-296-9073

Contact Minnesota Relay Service at
800-627-3529 and ask them to
place a call to 651-215-1440.

elections.dept@state.mn.us

www.sos.state.mn.us/election

www.sos.state.mn.us/election/electionlaw.html

MN Statutes & Rules on Campaigns & Election

www.sos.state.mn.us/docs/campaign_manual_04.pdf

Minnesota Campaign Manual – updated June 2006

A list of registered voters may be ordered through the Secretary of State's Office at www.sos.state.mn.us or by calling 651-215-1440.



City of Golden Valley • 7800 Golden Valley Road • Golden Valley, MN 55427
763-593-8000 • TTY 763-593-3968 • Fax 763-593-3969