

# CITY OF AMITY

109 Maddox Avenue  
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## **NOVEMBER 8, 2022 GENERAL ELECTION Amity City Council Candidate Application Packet**

At the 2022 General Election, the position of three Councilor positions will appear on the ballot. The following information is being provided to assist you in understanding the requirements and guidelines for the election process.

The Amity City Recorder, Natasha Johnson, is the Elections Officer for the City of Amity elections. You may contact her at 503-835-371 or via email at [njohnson@ci.amity.or.us](mailto:njohnson@ci.amity.or.us).

### **BACKGROUND INFORMATION**

Approved by voters in November 2006, the 2006 City of Amity Charter outlines the form of government, powers and duties of the council and officers, various provisions for the operation of the City of Amity, and elections. The charter states the council shall be composed of a mayor and six councilors elected from the city at large by numbered positions. Unlike many other cities, Amity is not divided into council wards or districts within the city.

The term of office for the mayor is now four years, instead of two as in the preceding 1950 City of Amity Charter. The mayor presides over the meetings, acting as chairperson to preserve order, enforce rules of the council, and determine the order of business under the rules of the council. The mayor also has the power to appoint council committees as provided by the rules of the council. The mayor does not vote, except to break a tie, in most cases.

The council positions are numbered one through six; each position serves for a four-year term. Based upon the staggered terms of these positions, the November 2022 election will fill positions #2, #4 and #6, with terms beginning January 1, 2023. The council appoints a council president from among its members at the first meeting of each year, who presides over the meetings in the absence of the mayor.

### **OPEN CITY OF AMITY POSITIONS**

*Council Pos. #2*

Currently held by Cody Goings

Four-year term

*Council Pos. #4*

Currently held by Acie Dunlap

Four-year term

*Council Pos. #6*

Currently held by Denis Saucier

Four-year term

- All positions are non-partisan.
- All positions are volunteer/non-paid.

## QUALIFICATIONS FOR CANDIDATES

To qualify as a candidate for City Councilor of the City of Amity, you must be:

- A qualified elector under the laws and constitution of the State of Oregon,
- A registered voter of the City of Amity, and
- A continuous resident of the City of Amity during the 12 months immediately preceding the election you are filing for.

## ELECTION LAWS

Elections in the City of Amity follow the general laws of the State of Oregon as they apply to municipalities, unless specifically addressed by the 2006 City of Amity Charter or related ordinances or resolutions. The positions for city councilors are non-partisan, supported by petitions of nomination. The individual shall be “nominated” by petition which contains no fewer than 20 qualified electors’ signatures.

The person with the highest number of votes wins the seat; a majority is not required. The term of office begins at the first council meeting of the year immediately after the election and continues until the successor to the office assumes their position.

## FILING INFORMATION AND GUIDELINES

The State of Oregon publishes a Candidates Manual and a Campaign Finance Manual which serve as guides and also provides the necessary forms referenced below. The city recorder is the elections officer for the City of Amity. Therefore, all forms are submitted to and questions can be directed to the city recorder.

To file as a candidate for a position on the city council, you must complete the following election forms and file with the city recorder **prior** to beginning your campaign.

The entire filing process must be completed by: 5:00 P.M. ON AUGUST 22, 2022

### FILE REQUIRED FORMS:

➤ **Candidate Filing Major Political Party or Nonpartisan (SEL 101)**

This two-sided form is required to be submitted prior to the collection of signatures (prospective petition). You may not use a photocopy of the prospective petition. Each petition must be the original.

➤ **Petition for Nonpartisan Nomination Signature Sheet (SEL 121) (IF COLLECTING SIGNATURES INSTEAD OF PAYING FEE)**

The signature sheet must be approved **prior** to the collection of signatures. The general information on the top should be completed before submitting to the city recorder. After approval, the city recorder will return the form to you to start gathering signatures. Copies of this form should be made, and each sheet numbered prior to circulation. The city recorder will retain one copy of the approved form in the case extras are needed.

The city recorder will require the prospective candidate to be the first signature on the signature sheet to ensure voter registration status.

➤ **Petition Submission (SEL 338)**

This form must be submitted to the city recorder accompanied by the signature sheets containing at least 20 verified signatures. This will complete the candidates filing and the candidates name will now appear on the ballot. If the candidate is interested in having their picture and biography in the voter's pamphlet, contact the Yamhill County Clerk.

➤ **Campaign Finance Reporting**

Filing of financial documents is done with the Oregon Secretary of State Elections Division. Filing is done electronically, and information may be obtained at [www.oregonvotes.org](http://www.oregonvotes.org).

All candidates must establish a campaign account and file a Statement of Organization with the State of Oregon designating a candidate committee, UNLESS you meet all three of the following conditions:

- The candidate serves as the candidate's own treasurer; AND
- The candidate does not have an existing candidate committee; AND
- The candidate does not expect to receive OR spend more than \$750 during a calendar year. (This includes the use of personal funds for any campaign-related costs.)

If you have questions regarding Campaign Finance, please contact the Elections Division at 503.986.1518.

## **CIRCULATION OF PETITIONS:**

The petitions must contain a minimum of 20 qualified signatures. It is recommended you gather more than the minimum necessary to ensure you have the required number of valid signatures (20 for the City of Amity). The circulator must also sign the petition verifying that the circulator personally witnessed, and the circulator believed each individual signer was authorized to do so.

➤ **Petition for Nonpartisan Nomination Signature Sheet (SEL 121)**

Once the signature sheet has been approved, the candidate may circulate petitions, keeping in mind the following guidelines:

- All signers must be active registered voters within the city limits; all signatures must be original signatures;
- All signatures must be personally witnessed by the petition circulator and the circulator's certification must be completed and dated *after* all signatures have been collected;
- No additional signatures may be added to that sheet once the circulator has signed and dated the sheet. A new signature sheet may be obtained if more signatures are desired/needed.

## **FILING COMPLETED PETITIONS:**

*After gathering an ample number of signatures, the candidate will submit the petitions to the city recorder for verification of signatures. **These petitions must be submitted to the City Recorder no later than August 22, 2022. This will provide enough time for the signatures to be verified by the County Clerk.***

The circulator's signature must not be dated prior to any individual signatures collected on the signature sheets – those signatures will be declared invalid. If it is determined that there are not enough valid signatures, and the local filing deadline has not passed, the candidate may gather and submit additional signatures.

### **COMPLETE FILING PROCESS:**

In order to complete the filing process, a candidate must file the following with the City Elections Officer:

- **SEL 338** – Petition Submission
- **SEL 101** - Verified signature sheets that contain the required 20 minimum valid signatures.

*The completed petitions and form must be submitted to the City Elections Officer no later than **5:00 p.m. on August 22, 2022.***

At this time, you will have completed your requirements for filing for office. Your name will then be sent to the Yamhill County Elections Division for placement on the November 2022 ballot.

### **CHANGE IN INFORMATION PRIOR TO ELECTION**

If, during your campaign, there is a change in the information provided on any of the forms you were required to file, new or additional forms may be required. If this occurs, please contact the Amity City Recorder for further information.

### **WITHDRAWAL AS A CANDIDATE**

If you wish to withdraw your name as a candidate prior to the election, you must complete and file a Withdraw of Candidacy or Nomination Form (SEL 150). This form must be filed no later than 5:00 p.m. on August 22, 2022 to remove your name from the ballot.

### **STATEMENT OF ECONOMIC INTEREST (SEI) AND STATE REPORTING REQUIREMENTS**

All persons holding elective office in the City of Amity are required to file a "Statement of Economic Interest" with the Oregon Government Ethics Commission. This annual report must be filed by April 15<sup>th</sup> of every year that you are in office. You will be required to set up an account and file the information online, at: <http://www.oregon.gov/ogec/Pages/index.aspx>.

The information requested will be your sources of income, property, business interests and gifts related to the office. Civil penalties may be imposed for failure to file, or for insufficient information. Please contact the Ethics Division for any questions at 503-378-5105. An instructional handbook can also be obtained on their website, or by contacting Natasha Johnson at 503-835-3711 / [njohnson@ci.amity.or.us](mailto:njohnson@ci.amity.or.us).

**THANK YOU FOR YOUR INTEREST IN YOUR LOCAL GOVERNMENT!**

**GOOD LUCK!**

City of Amity  
109 Maddox Avenue  
Amity, OR 97101  
(503) 835-3711

# Candidate Filing

## Major Political Party or Nonpartisan

**SEL 101**

rev 04/22  
ORS 249.031

| Filing Dates                                       |                                       | Candidate Filing                   |                   | Candidate Withdrawal |
|--|---------------------------------------|------------------------------------|-------------------|----------------------|
| <b>Primary Election</b><br><b>May 17, 2022</b>     | First Day to File<br>Last Day to File | September 9, 2021<br>March 8, 2022 | March 11, 2022    |                      |
| <b>General Election</b><br><b>November 8, 2022</b> | First Day to File<br>Last Day to File | June 1, 2022<br>August 30, 2022    | September 2, 2022 |                      |

**Filing Information**

This filing is an  Original  Amendment

**Office Information**

Filing for Office of:

District, Position or County:

Party Affiliation:  Democratic Party  Republican Party  Nonpartisan

Incumbent Judge (for judicial candidates only):  Yes  No  Nondisclosure on file

**Filing Method**

Fee

| Office                          | Filing Fee | Office                              | Filing Fee                  |
|---------------------------------|------------|-------------------------------------|-----------------------------|
| United States President         | n/a        | District Attorney                   | \$50                        |
| United States Vice President    | n/a        | County Judge                        | \$50                        |
| United States Senator           | \$150      | MSD Executive Officer, MAD Director | \$100                       |
| United States Representative    | \$100      | MSD Councilor                       | \$25                        |
| Statewide Offices               | \$100      | County Office                       | \$50                        |
| State senator or Representative | \$25       | City Office                         | Set by charter or ordinance |
| Circuit Court Judge             | \$50       | Justice of the Peace                | n/a                         |

Prospective Petition, in lieu of filing fee  Some circulators may be paid  Yes  No

**Candidate Information**

**Name of Candidate**

First | MI | Last | Suffix

**How you would like your name to appear on the ballot**

**Candidate Residence / Route Address**

Street Address | City | State | Zip | County

**Candidate Mailing Address and Contact Information** Only one phone number and an email is required.

Street Address or PO Box | City | State | Zip

Work Phone | Home Phone | Cell Phone | Fax

Email Address | Web Site, if applicable

**Race and Ethnicity** Optional

Continued on page 2 of this form

**Occupation (present employment)** If not employed, enter "Not Employed".

**Occupational Background (previous employment)** If no relevant experience, None or NA must be entered.

**Educational Background (schools attended)**

| Complete name of School | Last Grade completed | Diploma/Degree/Certificate | Course of Study |
|-------------------------|----------------------|----------------------------|-----------------|
|-------------------------|----------------------|----------------------------|-----------------|

**Educational Background (other)** Attach a separate sheet if necessary.

**Prior Governmental Experience (elected or appointed)** If no relevant experience, None or NA must be entered.

**Campaign Finance Information** Not applicable to candidates for federal office.

A candidate must file a Statement of Organization not later than three business days of first receiving a contribution or making an expenditure and no later than the deadline for filing a nominating petition, declaration of candidacy, or certificate of nomination, whichever occurs first, unless they meet the criteria for an exemption. To meet the criteria, the candidate must serve as their own treasurer, not have an existing candidate committee, and not expect to spend or receive more than \$750 during the entire calendar year (including in-kind contributions and personal funds).

If you have an existing candidate committee you must amend the statement of organization not later than 10 days after a change in information. This includes changes to the election you are active in and the office you are running for.

See the Campaign Finance Manual for the procedural and legal requirements of establishing and maintaining a candidate committee.


**Candidate Attestation**

*By signing this document, I hereby state that:*

- I will accept the nomination for the office indicated above;
- I will qualify for said office if elected;
- All information provided by me on this form is true to the best of my knowledge; **and**
- No circulators will be compensated based on the number of signatures obtained by the circulator on a prospective petition

**For Major Political Party Candidates**

- if not nominated, I will not accept the nomination or endorsement of any political party other than the one named
- I have been a member of said political party, subject to the exceptions stated in ORS 249.046, for at least 180 days before the deadline for filing a nominating petition or declaration of candidacy (ORS 249.031). Does not apply to candidates filing for the office of US President.

 **Warning** Supplying false information on this form may result in conviction of a felony with a fine of up to \$125,000 and/or prison for up to 5 years. (ORS 260.715). A person may only file for one lucrative office or not more than one precinct committee person at the same election. Unless the person has withdrawn from the first filing, **all** filings are invalid. (ORS 249.013 and ORS 249.170)

\_\_\_\_\_  
**Candidate Signature**

\_\_\_\_\_  
**Date**

# Candidate Signature Sheet | Nonpartisan

SOME Circulators  No Circulators for this petition are being paid.

This is a candidate nominating petition. Signers of this page must be active registered voters in the county listed.


 Signatures must be verified by the appropriate county elections official before the petition can be filed with the filing officer.

Petition ID \_\_\_\_\_

County \_\_\_\_\_

| Candidate Information |  |
|-----------------------|--|
| Name                  | Office   |
| Election              | District or Position Number (include city if applicable) |

**To the Elections Official/Filing Officer,** We the undersigned voters, request the candidate's name be placed on the ballot at the election listed above for nomination to the office indicated.

 Signers must initial any changes the circulator makes to their printed name, residence address or date they signed the petition.

Signature

Date Signed mm/dd/yy

Print Name

Residence or Mailing Address street, city, zip code

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

4 \_\_\_\_\_

5 \_\_\_\_\_

6 \_\_\_\_\_

7 \_\_\_\_\_

8 \_\_\_\_\_

9 \_\_\_\_\_

10 \_\_\_\_\_

**Circulator Certification** This certification **must** be completed by the circulator and additional signatures **should not** be collected on this sheet once the certification has been signed and dated!

I hereby certify that I witnessed the signing of the signature sheet by each individual whose signature appears on the signature sheet, and I believe each person is a voter qualified to sign the petition (ORS 249.061). I also hereby certify that compensation I received, if any, was not based on the number of signatures obtained for this petition.

Circulator Signature

Date Signed mm/dd/yy

|              |
|--------------|
| Sheet Number |
| Completed by |
| Candidate    |

Printed Name of Circulator

Circulator's Address street, city, zip code

# Petition Submission

## Candidate, Voters' Pamphlet

**SEL 338**rev. 01/22  
OAR 165-010-0005, 165-016-0000

→ This form must be completed and filed with any submission of signatures.

| Election Type                    |                                  |   | Year                          |                               |                               |
|----------------------------------|----------------------------------|---|-------------------------------|-------------------------------|-------------------------------|
| <input type="checkbox"/> Primary | <input type="checkbox"/> General | <input type="checkbox"/> Special Election | <input type="checkbox"/> 2022 | <input type="checkbox"/> 2023 | <input type="checkbox"/> 2024 |

| Petition Information         |
|------------------------------|
| Petition ID/Candidate's Name |

| Type of Filing                                       | Number of Signatures Submitted |
|--|--------------------------------|
| <input type="checkbox"/> Candidate Nominating        |                                |
| <input type="checkbox"/> Voters' Pamphlet, Candidate |                                |
| <input type="checkbox"/> Voters' Pamphlet, Measure   |                                |

| Candidate's Nominating/Voters' Pamphlet Filing   |
|--|
| → By signing this document, I hereby state that all information on the form is true and correct to the best of my knowledge. |

|           |               |               |
|-----------|---------------|---------------|
| Name      | Contact Phone | Email Address |
| Signature | Date Signed   |               |

| Measure Argument Filing  |
|--|
| → By signing this document, I hereby state that all information on the form is true and correct to the best of my knowledge. |

|           |               |               |
|-----------|---------------|---------------|
| Name      | Contact Phone | Email Address |
| Signature | Date Signed   |               |

| For office use only  |   |
|--|---|
| Submittal number   | Number of signatures accepted   |
| Is the petition complete? <input type="checkbox"/> Yes <input type="checkbox"/> No | Will there be additional submittals? <input type="checkbox"/> Yes <input type="checkbox"/> No |