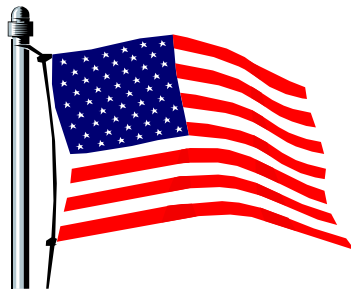




# 2023 MUNICIPAL CANDIDATE INFORMATION



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**CITY OF BLOOMINGTON  
2023 MUNICIPAL CANDIDATE INFORMATION**

This packet contains general information regarding the candidate filing and election process for municipal offices in the City of Bloomington. The process is principally governed by the Bloomington City Charter, the Bloomington City Code, and Minnesota Statutes, Chapters 200 through 211B. Please refer to these sources for complete information.

If you have questions or need more information, call the City Clerk's Office at (952) 563-4989.

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**Additional Enclosures:**

Affidavit of Withdrawal Form  
Statement of Economic Interest Form  
Campaign Financial Report Certification of Filing Form  
Campaign Financial Report Forms  
\*Minnesota Registered Voter List Request Form  
\*\*Minnesota Map Order Form  
Minnesota Automatic Dialing-Announcing Device Law Memo  
IRS Filing Requirements and Fact Sheet  
State of Minnesota Campaign Manual

\*Form available online with fillable fields at <http://www.sos.state.mn.us/media/2641/registered-voter-list-request-form.pdf>

\*\*Form available online with fillable fields at <http://www.sos.state.mn.us/media/1293/map-order-form.pdf>

# COUNCIL MEMBER POSITION DESCRIPTION

<b>POSITION TITLE:</b>	<b>City Council Member</b>
<b>RESPONSIBLE TO:</b>	<b>Citizens of Bloomington</b>

## **PRIMARY OBJECTIVE OF POSITION**

To identify and discuss issues impacting the City of Bloomington, receive and consider public input, and make appropriate decisions and policies in a manner which encourages full and open discussion.

## **MAJOR AREAS OF RESPONSIBILITY**

### **I. Regularly attends and thoroughly prepares for each City Council Meeting.**

- Thoroughly reads and reviews agenda materials supplied.
- Becomes familiar with the City Comprehensive Plan, City Charter, and other City documents and understands how these documents impact City policy.
- Solicits and receives input from affected parties and the general public.
- Disqualifies self from participation where actual or potential conflict of interest occurs.
- Participates in discussion of issues keeping a city-wide perspective and respect of other council member's view of the impact of a proposal.
- Assumes responsibility and directs requests to the City Manager for necessary and appropriate research and follow up.
- Abides by Open Meeting Laws.
- Conducts site visits, as appropriate.

### **II. Responds to constituent requests for information or assistance with problem resolution.**

### **III. May serve as Council liaison to a city commission or participate on a committee or task force serving Bloomington.**

- Responsible for keeping the Council informed of commission, committee or task force activities and provides relevant information for Council consideration.
- Assumes a constructive and active role by attending additional meetings and study sessions.

### **IV. Discusses pertinent legislative issues impacting the City with appropriate representatives.**

### **V. Annually evaluates the performance of the City Manager.**

### **VI. Establishes and modifies goals, objectives, and policies for the City.**

### **VII. Reviews and approves annual budget, tax levy, and capital improvement programs.**

# GENERAL INFORMATION

The Bloomington City Council is composed of the Mayor and six Council Members. The offices of Mayor and two Council Members are filled by election at large. The offices of the four District Council Members are elected from apportioned Council Districts in which they reside.

The current annual salary for the Mayor is \$26,400 and the current annual salary for the Council Members is \$12,396.

## **City Council Meeting Schedule**

- Regular City Council meetings take place on several Mondays per month at 6:30 p.m. in the Council Chambers with a Listening Session at 5:45 p.m. in the Chadwick Conference Room.
- Council Study sessions take place on an as-needed basis, and will be held at 6 p.m. unless otherwise specified. These meetings are held in the Council Chambers.
- The Council also holds joint meetings and concurrent meetings with other organizational groups, special meetings, and meetings on property taxes.

A candidate for the offices of Mayor and Council Member At Large must reside within the City of Bloomington while seeking election and while serving in office.

A candidate for the office of District Council Members must reside within the City of Bloomington and in that specific district while seeking election and while serving in office.

The terms of office commence on the first Monday in January following the election.

Municipal elections are nonpartisan. The candidate names are placed on the ballot without party designation.

Regular municipal elections are held on the first Tuesday after the first Monday in November in odd-numbered years. Municipal elections are conducted using Ranked Choice Voting, therefore, there is no August primary election.

## **ELIGIBILITY REQUIREMENTS**

A candidate for municipal elective office must be:

1. Eligible to vote in Minnesota;
2. 21 years of age or more on assuming office; and,
3. A resident of the election district for at least 30 days before the election.

# CANDIDATE FILING INFORMATION

The following offices will be up for election in 2023:

Mayor	4 year term
Council Member At Large	4 year term
Council Member At Large (special election)	2 year term
Council Member District I	2 year term
Council Member District II	2 year term
Council Member District III	4 year term
Council Member District IV	4 year term

## **AFFIDAVIT OF CANDIDACY AND FILING FEE**

Candidates must file a complete affidavit of candidacy form (enclosed) along with a \$50.00 filing fee or file with a qualifying petition in place of the filing fee.

## **STATEMENT OF ECONOMIC INTEREST**

Minnesota Statutes Section 383B.053 requires that a Statement of Economic Interest form be filed with the City Clerk's Office within 14 days of filing for candidacy (form enclosed).

## **CANDIDATE FILING PERIOD**

<b><u>Filings Open:</u></b>	<b><u>Filings Close:</u></b>
Tuesday, August 1, 2023	Tuesday, August 15, 2023
8 a.m.	5 p.m.

AUGUST						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## **WITHDRAWAL OF CANDIDACY**

A candidate for municipal elective office may withdraw their name from the election by submitting a written request of withdrawal (form enclosed) by 5 p.m. of the second day after the last day for filing affidavits of candidacy.

## **Deadline for Withdrawal for Candidate Filings**

Thursday, August 17, 2023  
5 p.m.

# 2023 IMPORTANT ELECTION DATES

SEPTEMBER 2023						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	<b>22</b>	23
24	25	26	27	28	29	30

OCTOBER 2023						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	<b>17</b>	18	19	<b>20</b>	21
22	23	24	25	26	27	28
29	30	31				

NOVEMBER 2023						
S	M	T	W	T	F	S
			1	2	3	<b>4</b>
5	<b>6</b>	<b>7</b>	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

## **Absentee Voting Begins**

Friday, September 22, 2023

- In-person voting available Monday through Friday 8 a.m. to 4:30 p.m. at Bloomington Civic Plaza, 1800 W. Old Shakopee Rd. Bloomington MN 55431

## **Pre-registration Closes**

Tuesday, October 17, 2023

## **Direct Balloting Begins**

Friday, October 20, 2023

## **Direct Balloting Extended Hours**

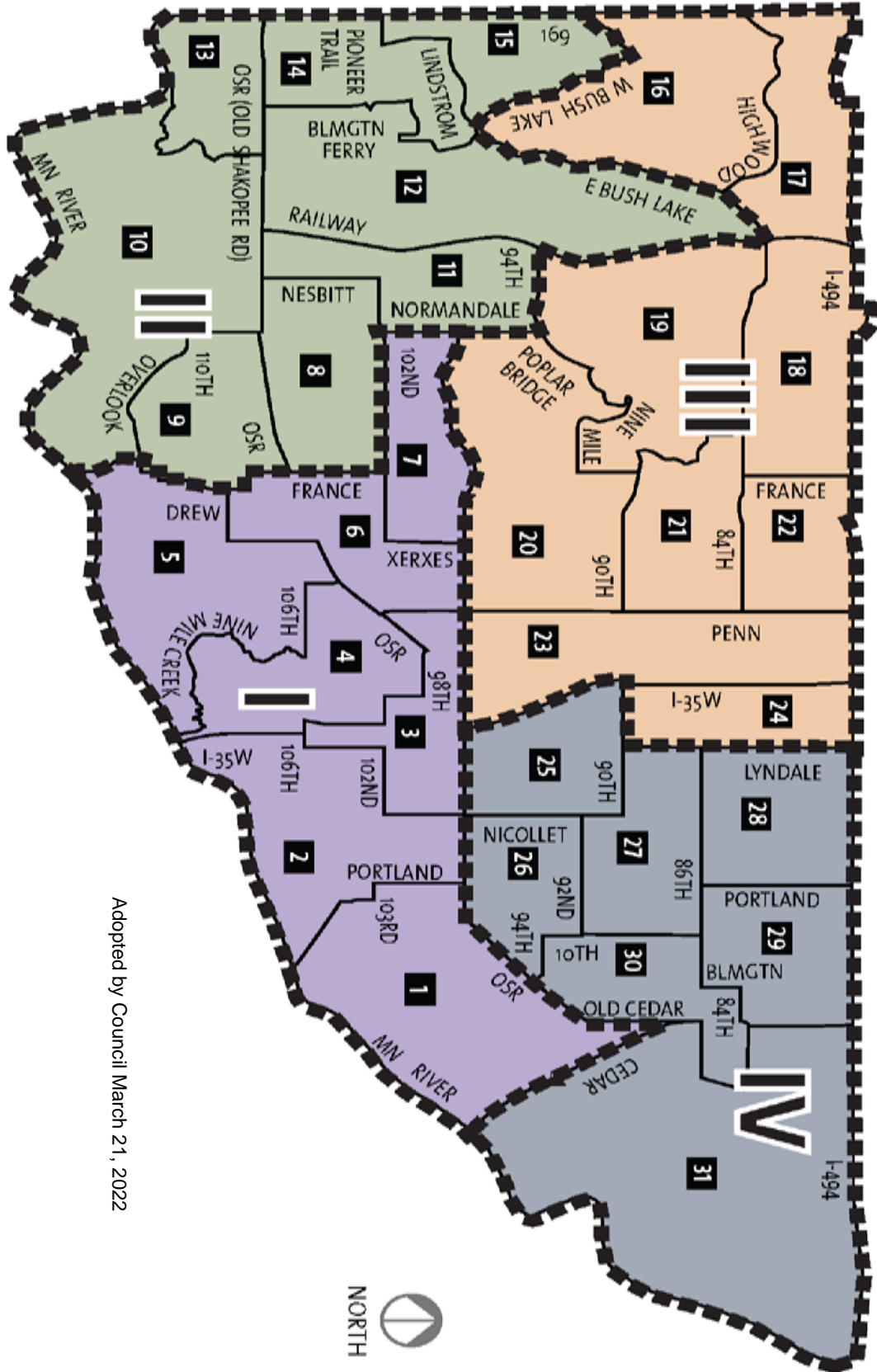
Saturday, November 4, 2023  
Open 9 a.m. to 3 p.m.

Monday, November 6, 2023  
Open 8 a.m. to 5 p.m.

## **General Election**

Tuesday, November 7, 2023  
Polling places are open from 7 a.m. to 8 p.m.

# COUNCIL DISTRICT BOUNDARY MAP



Adopted by Council March 21, 2022





## CITY OF BLOOMINGTON POLLING LOCATIONS

<u>PCT.</u>	<u>NAME</u>	<u>LOCATION</u>	<u>ZIP CODE</u>
1	Atonement Lutheran Church	601 East Old Shakopee Road	55420
2	Grace Covenant Church	10201 Nicollet Avenue South	55420
3	St. Luke's Lutheran Church	1701 West Old Shakopee Road	55431
4	Oak Grove Presbyterian Church	2200 West Old Shakopee Road	55431
5	MN Valley Unitarian Universalist Fellowship	10715 Zenith Avenue South	55431
6	Mt. Hope Lutheran Church	3601 West Old Shakopee Road	55431
7	Crosspoint Church	9801 France Avenue South	55431
8	Bloomington Covenant Church	10150 Xerxes Avenue South	55431
9	Transfiguration Lutheran Church	11000 France Avenue South	55431
10	Minnesota Masonic Heritage Center	11411 Masonic Home Drive	55437
11	Normandale Hylands United Methodist Church	9920 Normandale Boulevard South	55437
12	Community of the Cross Lutheran Church	10701 Bloomington Ferry Road	55438
13	Bethany Church	6900 Auto Club Road	55438
14	Bloomington Lutheran School	10600 Bloomington Ferry Road	55438
15	Hyland Visitors Center	10145 Bush Lake Road	55438
16	Peace Lutheran Church	8600 East Bush Lake Road	55438
17	Westwood Community Church	6301 Cecilia Circle	55439
18	St. Stephen Lutheran Church	8400 France Avenue South	55431
19	The Church of St. Edward's	9401 Nesbitt Avenue South	55437
20	St. Michael's Lutheran Church	9201 Normandale Boulevard	55437
21	St. Mark's United Church of Christ	8630 Xerxes Avenue South	55431
22	Southtown Baptist Church	2600 West 82nd Street	55431
23	Bloomington City Hall	1800 West Old Shakopee Road	55431
24	Christ the King Lutheran Church	8600 Fremont Avenue South	55420
25	Oxboro Evangelical Free Church	9431 Nicollet Avenue South	55420
26	Bloomington Lutheran Church	9350 Portland Avenue South	55420
27	St. Bonaventure Catholic Church - Social Hall	901 East 90th Street	55420
28	Unity South Church	7950 1st Avenue South	55420
29	Portland Avenue United Methodist Church	8000 Portland Avenue South	55420
30	Cedar Valley Church	8600 Bloomington Avenue	55425
31	MN Valley National Wildlife Refuge Bldg.	3815 American Boulevard East	55425

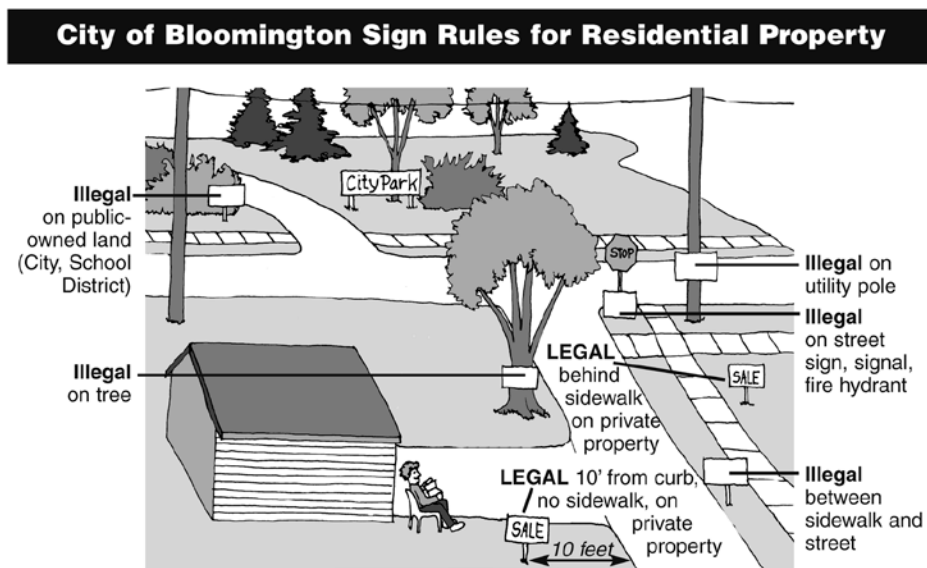
# ELECTION CAMPAIGN SIGNS

The goal of regulating the placement of signs is the safety of all who drive, walk, or bike in our City.

Here are some important things to remember before placing election campaign signs in the City of Bloomington:

- **Signs must be placed at least 10 feet behind the curb and at least 2 feet behind sidewalks.**
- **You must have the permission of the property owner. Verify the location of sprinkler heads and irrigation systems.**
- **Signs may NOT be placed on or within trees, utility poles, street sign/signals, or fire hydrants.**
- **At intersections, signs must not be placed within the 15-foot clear view triangle.**
- **Signs must not obstruct vehicle and pedestrian views.**
- **Signs must not be placed on public property such as parks, school district, and highway or county right of ways.**

The diagram below illustrates the basic regulations regarding signs.



In addition to City regulations, the State of Minnesota and Hennepin County have adopted rules and regulations related to campaign signs on state and county roads. Please refer to the memos on pages 11 and 12.

**State Trunk Highways**

- I-35W
- I-494
- T.H. 77
- US 169

**County Roads**

- East Bush Lake Road (CSAH No. 28)
- Normandale Boulevard (CSAH No. 34)
- France Avenue South (CSAH No. 17)
- Xerxes Avenue South (north of American Boulevard West) (CSAH No. 31)
- Penn Avenue South (CSAH No. 32)
- Nicollet Avenue South (CSAH No. 52)
- Portland Avenue South (CSAH No. 35)
- 24th Avenue South (CSAH No. 1)
- East Old Shakopee Road (south of Killebrew Drive) (CSAH No. 1)
- West Old Shakopee Road (CSAH No. 1)

# Bloomington City Code

## SEC. 17.31. CLEAR VIEW TRIANGLE.

On property at any corner formed by intersecting streets, it shall be unlawful for the owner or occupant to install, set out, maintain or to permit the installation or maintenance of any sign, fence, hedge, tree, shrubbery, natural growth, building, construction or other obstructions to a clear view to a height greater than three feet above the level of the center of the adjacent intersection within the triangle of land formed on the corner of the lot by measuring a distance of 15 feet along each lot line from the street-property line intersection. It is hereby declared that any such installation or construction within the clear view triangle as herein defined is a public nuisance and encumbrance and obstruction to the public streets.

## SEC. 19.104. DEFINITIONS.

Political sign - any sign posted by a person or group promoting a political issue or a candidate for political office or commenting on issues or promoting opinions.

## SEC. 19.106. SIGNS PROHIBITED IN ALL DISTRICTS.

- (a) **City Council Findings.** The City Council makes the following findings regarding the need to prohibit certain signs in all zoning districts of the City:
- (1) The placement and accumulation of temporary and permanent signs in public rights-of-way, on traffic and utility devices, and upon the public sidewalks or on sidewalk easements can present dangerous conditions to the free and safe flow of pedestrian and vehicular traffic. Such areas should be reserved for official traffic signs and official utility notices in order to assure the safe flow of traffic.
  - (2) The accumulation of signs on publicly owned property and buildings presents an intrusion and blight on public property, interferes with and diminishes the very purpose for which the public space has been reserved, and disrupts the aesthetic qualities of such property.
  - (3) The placement and accumulation of signs on such natural features as trees, shrubs, and rocks violate the otherwise aesthetic qualities of such features and can lead to blighted areas within the community.
  - (4) The experience of this and surrounding communities establishes the unsightly visual clutter caused by portable signs, which can significantly contribute to blighted neighborhoods and intersections. Such portable signs also present unique safety problems in that their lightweight design and common placement along streets and sidewalks present hazards to the safe use of public streets and sidewalks.
  - (5) Large, temporary and permanent balloon signs located on buildings, roofs, and sites present unique aesthetic concerns to the community. The experience of this City in allowing such large balloon signs on a temporary basis in the past has not achieved the aesthetic goals of the City Council. The balloons have been shown to be of an obtrusive nature and have allowed commercial enterprises to violate the prescribed signage limits of the ordinance.
  - (6) The installation and maintenance of roof signs can negatively affect roofing materials. Roof signs have been found in this community to be unwarranted and unsightly additions to the overall clutter of streets and thoroughfares.
- (b) **Prohibited Signs.**
- (1) **Signs in the Public Rights-of-Way or Affixed to Utility Poles Prohibited.**
    - (A) No person shall paint, mark, or write on or post or otherwise affix any sign within the public rights-of-way, or upon any public sidewalk or sidewalk easement, curb, street lamp post, hydrant, tree stake or guard, railroad trestle, electric light or power or telephone pole, or wire appurtenance thereof, unless the sign is a traffic control sign, a public utility sign, or a public notice.
    - (B) No person shall paint, mark, or write on or post or otherwise affix any hand-bill or sign upon any lighting system, public bridge, drinking fountain, life buoy, life preserver, life boat or other life saving equipment, street sign or traffic sign, utility apparatus, traffic control device, public retaining or noise-barrier wall, or public fence, unless the sign is a traffic control sign, a public utility sign, or a public notice.

- (2) **Signs Which Interfere With Official Signs and Traffic Control Devices Prohibited.**
  - (A) No person shall be permitted to place a sign which prevents the driver of a vehicle from having a clear and unobstructed view, from an adequate and safe distance, of any official sign or approaching or merging traffic.
  - (B) No sign or sign structure shall be permitted which attempts or appears to attempt to direct the movement of traffic or which interferes with or obstructs the view of, or can be confused with, imitates, or resembles any official traffic sign, signal, or device.
  - (C) No rotating beam, beacon or flashing illumination resembling any emergency light shall be used in connection with any sign display, unless the sign is a traffic control sign, a public utility sign, or a public notice.
- (3) **Interference With Intersections Prohibited.** No sign or sign structure shall be located in such a manner as to materially impede the view of any street or highway intersection or in such a manner as to materially impede the view of the intersection of a street or highway with a railroad crossing. (See Section 17.31. Clear View Triangle.)
- (4) **Signs on Natural Features Prohibited.** No sign shall be permitted to be painted on, attached to, or maintained upon trees, shrubs, rocks or other natural features.
- (5) **Portable Signs Prohibited.** No portable signs shall be erected or displayed.
- (6) **Flashing Signs Prohibited.** Flashing signs not falling under the definition of video display signs are prohibited.
- (7) **Shimmering Signs Prohibited.** Shimmering signs shall be prohibited.
- (8) **Roof Signs Prohibited.** Roof signs shall be prohibited.
- (9) **Balloon Signs Prohibited.** Balloon signs are prohibited if they are greater than 24 inches in diameter, hung more than six feet above ground, or in excess of two per site.
- (10) **Vehicle Signs Prohibited.** Vehicle signs are prohibited.
- (11) **Video Display Signs Prohibited.** Video display signs are allowed only as provided in Section 19.108(h)(5) of this City Code.
- (12) **Electronic Changeable Copy Signs Prohibited.** Electronic changeable copy signs are allowed only as provided in Section 19.108(h)(4) of this City Code.
- (13) **Electronic Graphic Display Signs Prohibited.** Electronic graphic display signs are allowed only as provided in Section 19.108(h)(6) of this City Code.
- (14) **Signs with Fluctuating Illumination Prohibited.** Any type of sign that fluctuates in light intensity or uses intermittent, strobe or moving light or lights that does not fall under the definition of video display signs, electronic changeable copy signs or electronic graphic display signs is prohibited.
- (15) **Multi-vision Signs Prohibited.** Multi-vision signs are allowed only as provided in Section 19.108(h)(7) of this City Code.
- (16) **Off-Site Advertising Signs Prohibited.** Off-site advertising signs are prohibited.
- (c) **Signs Not Listed As Permitted Are Prohibited.** Any sign not identified as a permitted sign in Section 19.105 of this Code and in Sections 19.110 through 19.127 of this Code is prohibited.

**SEC. 19.108. GENERAL PROVISIONS, INCLUDING BASIC DESIGN ELEMENTS.**

- (a) **Consent of Property Owner.**
  - (2) No person shall construct, erect, place, use or permit the use of any temporary sign on private or public property without the permission of the property owner or his/her representative.

## RE: Placement of Signs along Trunk Highways

### CANDIDATES FOR PUBLIC OFFICE:

The Minnesota Department of Transportation reminds members of the public that placing signs, including campaign signs, within trunk highway right of way is prohibited. State law ([Minn. Stat. 160.2715](#)) prohibits the placement, painting, printing or affixing of advertisements or any object within the limits of a trunk highway, which includes driving lanes, inside and outside shoulders, ditches, sight corners at intersections and the area above and below the highway. The trunk highway system includes state, U.S. and interstate highways in Minnesota.

In addition, the Minnesota Outdoor Advertising Control Act ([Minn. Stat. 173.15](#)), which applies to land next to trunk highway right of way, prohibits the placement of advertising devices on private land without the consent of the owner or occupant; on trees, shrubs, or public utility poles; or by painting on rocks or natural features.

These laws protect the safety of both the traveling public and those who would place signs. They ensure that Minnesota complies with federal highway beautification laws. Right of way is used for a variety of purposes, including providing a safe place for vehicles that leave travel lanes, snow storage, location of public utilities, drainage of excess water away from roads, vegetation growth for aesthetics and erosion control and even pollinator habitat. Unauthorized signs and people stopping to place signs within the limits of the highway can create a safety hazard and compromise these functions.

County, city and township employees administer applicable laws on roads under their jurisdiction. MnDOT is responsible for the trunk highway system. Please contact local MnDOT offices for assistance when placing signs where trunk highway right of way cannot be clearly identified. Please ensure that those who place signs on your behalf are familiar with the law. Illegally placed signs will be removed by MnDOT employees and temporarily stored; please contact [local MnDOT district offices](#) promptly to retrieve signs that have been removed.

Thank you for your cooperation.

Respectfully,



Nancy Daubenberger, P.E.  
Interim Commissioner



**Hennepin County Transportation Department**

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Permit Office  
1600 Prairie Drive  
Medina, MN 55340

Phone: 612.596.0339

[www.hennepin.us](http://www.hennepin.us)

**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.

# CAMPAIGN FINANCIAL REPORTING

Minnesota Statutes 211A and 211B govern campaign finance and campaigning activities. Candidates and their committees should refer to the State of Minnesota Campaign Manual for information about legal requirements.

Required campaign financial reports must be received by the Bloomington City Clerk by the deadlines noted below. Reports can be submitted:

- Electronically to [cityclerk@bloomingtonmn.gov](mailto:cityclerk@bloomingtonmn.gov)
- Via the mail to City of Bloomington, Attn: City Clerk's Office, 1800 West Old Shakopee Road, Bloomington, MN 55431
- In-person at the City Clerk's Office counter at Civic Plaza

## **Certification of Filing (November 14, 2023)**

**All candidates or committees** must file a Certification of Filing within 7 days of a general or special election in which their name is on the ballot.

## **Initial Report**

An Initial Report must be filed within 14 days after a candidate or committee raises or spends more than \$750. Additional required reports, detailed below, must be filed once an Initial Report is filed.

## **Pre-Primary Report (July 29, 2023)**

A Pre-Primary Report is due 10 days before a primary date. This report covers the period from when the previous report left off until 15 days before the primary or special primary.

## **Pre-General Report (October 28, 2023)**

A Pre-General Report is due 10 days before the general election or special election when the candidate's name or ballot question appears on the ballot. This report covers the period from when the previous report left off until 15 days before the general election or special election.

## **Post- General Report (December 7, 2023)**

A Post-General Report is due 30 days after a general or special election when the candidate's name or ballot question appears on the ballot. This report covers the period from 15 days before the general election or special election through 25 days after the general election or special election.

## **Year-End Report (January 31, 2024)**

A Year-End Report is due on January 31 of each year after the Initial Report is filed.

## **Final report**

A candidate or committee may file a Final Report once all debts are paid and all assets in excess of \$100 in the aggregate are disposed of. Filing a Final Report ends campaign reporting activity, so a new Initial Report must be filed if the candidate or committee raises or spends more than \$750 after this point.



# STATEMENT OF ECONOMIC INTEREST

All candidates must file a Statement of Economic Interest with the City Clerk's Office within 14 days of filing an affidavit of candidacy. Statements can be submitted:

- Electronically to [cityclerk@bloomingtonmn.gov](mailto:cityclerk@bloomingtonmn.gov)
- Via the mail to City of Bloomington, Attn: City Clerk's Office, 1800 West Old Shakopee Road, Bloomington, MN 55431
- In-person at the City Clerk's Office counter at Civic Plaza

Elected officials are required to submit a Statement of Economic Interest annually by the last Monday in January.