



Qualifications to Run for City Office:

- Must be at least 18 years of age,
- A U.S. citizen,
- The candidate's primary residence must be in the city,
- The candidate must be registered to vote, and the address of the candidate's voter registration must match the residence address provided on the candidate's declaration, and
- The candidate must have resided in the city for at least 30 days prior to submitting their declaration.



Steps to Running for a Councilperson

1. Submit a Political Treasurer Form
2. Submit the Declaration of Candidacy
3. Know the Sunshine Laws related to Campaign Finance



Appointment of Political Treasurer

1. Must be completed prior to any spending or receiving of money
2. It can be yourself
3. It should be someone that is dependable in tracking spending and contributions and meeting filing deadlines (Registered voter in Idaho)
4. Contact information is public record
5. Records to be kept 1 year after the election



The Declaration of Candidacy (filed between **August 26 and September 6, 2019**) must be accompanied by one of the following:

A Petition of Candidacy signed by at least 5 qualified city electors. The petition must have an attached certification from the county clerk indicating the number of signatures that are of qualified city electors,

OR

A nonrefundable filing fee of \$40.



Sunshine Laws?

1. Applicable to all cities that are over 5,000 in population (will change next year).
2. Your responsibility to know
 - a. Contributions over \$50.00 and expenditures over \$25.00 must be noted specifically (names and mailing addresses of contributors and receipts and canceled checks for expenditures)
 - b. In-kind contributions count
 - c. Loans can be made from the candidate to themselves, but must be tracked
 - d. Rolling contributions forward; maximum allowable amount \$1,000 other than the candidate, who can contribute as much as they want to their own campaign.



48-Hour Notice of Contributions/ Loans of \$1,000 or More

Period Covered: **October 21 through
November 2, 2019**

Deadline: Within 48 hours after receipt of
contribution/loan of \$1,000 or more.



Deadlines

1. October 10 Pre-General Report – period covered is date of Treasurer Appointment through September 30, 2019. **Deadline: October 10, 2019**
2. 7-Day Pre-General Report – period covered is October 1-October 20, 2019. **Deadline: October 29, 2019**
3. 30-day Post General Election Report – period covered is October 21 – November 15, 2019. **Deadline: December 5, 2019**
4. Annual Reports – period covered November 16 – December 31, 2019. **Deadline: January 31, 2020 *** Turned in through the State**



Terminating Reporting...

Candidates may stop reporting when a zero balance is reported and no further contributions or expenditures are anticipated. To end reporting, check "Yes" next to the question "Is this a Termination Report?"

**As an alternative to terminating reporting, the candidate can keep their campaign account open and file an annual report each year until the next election in which the candidate is involved. Through the State system going forward.



Penalty for Late Filing of Reports

Penalty for failing to file a report by the deadline is \$50 per day until the report is filed.

The City Clerk may waive penalties if it is determined that the late filing was not willful. However, fines must be imposed if the report is not filed within 5 days after receiving written notice from the City Clerk.



Sign Code???

Attribution Requirement: I.C. 67-6614A requires that any political advertising must identify the person responsible for the communication, on any advertising. For example, John Smith is running for City Council and has brochures printed. His brochures must contain the notation: "Paid for by John Smith for City Council, Joe Greene Treasurer."

Requirements under the current City Code:

- ✓ Temporary Political Signs may not exceed (8) square feet in total area including frame
- ✓ Signs must be erected only on private property with consent of the property owners
- ✓ Signs may be erected (60) days prior to the election
- ✓ May not be mounted on axles or tires including trailers
- ✓ One permit per candidate for all signs (Fee is \$25.00)
- ✓ No sign may be erected on any public property or any public right-of-way
- ✓ No sign may be erected within 100 feet of the door of a polling place
- ✓ Signs must be removed by the fourth day following the election. If not removed by the fifth day or illegally placed. The sign removal charge of \$20.00 per sign may be assessed.



FAQ's

Can a candidate sign their own Petition of Candidacy?

Yes. There is nothing in the law that prohibits a person from signing their own Petition of Candidacy.

May a registered city voter sign petitions for 2 candidates running for mayor?

Yes. The law no longer prohibits a person from signing candidate petitions for multiple candidates running for the same office. A registered city voter may sign as many candidate petitions as they desire.



FAQ's

Is the City Clerk required to check the signatures on a Petition of Candidacy against the signature on the voter registration card?

No. Petition signatures must be verified by the County Clerk before the petition is submitted to the City Clerk, the County Clerk will attach a certificate to the petition indicating the number of signatures that are of "qualified city electors."

Is there a deadline for candidates to withdraw from the election?

Nominated candidates—those who would be listed on the ballot—have until **Friday, September 23** to withdraw from the election by filing a notarized statement of withdrawal with the City Clerk.

Declared write-in candidates may withdraw at any time up to the election by filing a notarized statement of withdrawal with the city clerk.



FAQ's

Can candidates campaign on Election Day?

Yes—however, campaigning within or near a polling place on Election Day (known as "electioneering") is a criminal offense.

On Election Day, campaigning or distributing candidate materials within the polling place or in any building in which an election is being held is prohibited. Campaigning or distributing candidate materials is also prohibited within 100 feet of a polling place, whether on public or private property. (Idaho Code 18-2318)

The prohibition on electioneering also applies while voting is occurring at the in-person absentee polling place.



The Budget??

Where do the City Revenues come from?

- New Growth
- Property Taxes
- Highway User, Sales, and Liquor Tax
- Inter-fund transfer
- Interest Earned

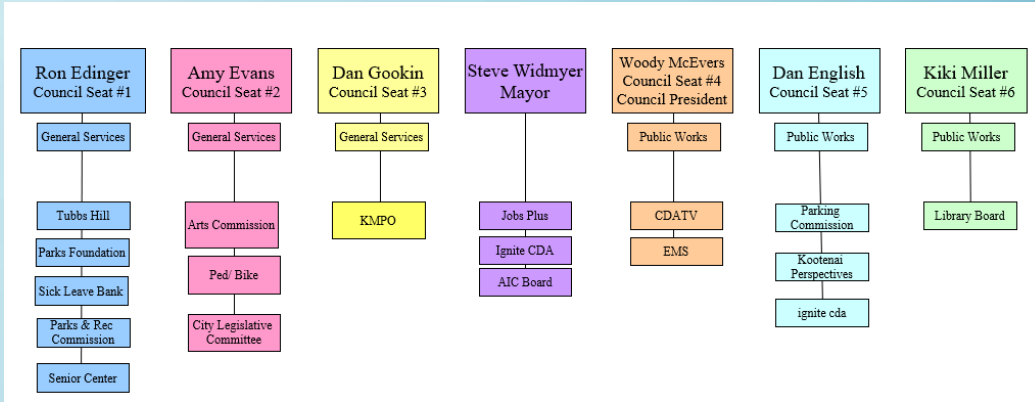


What are the largest City Expenses?

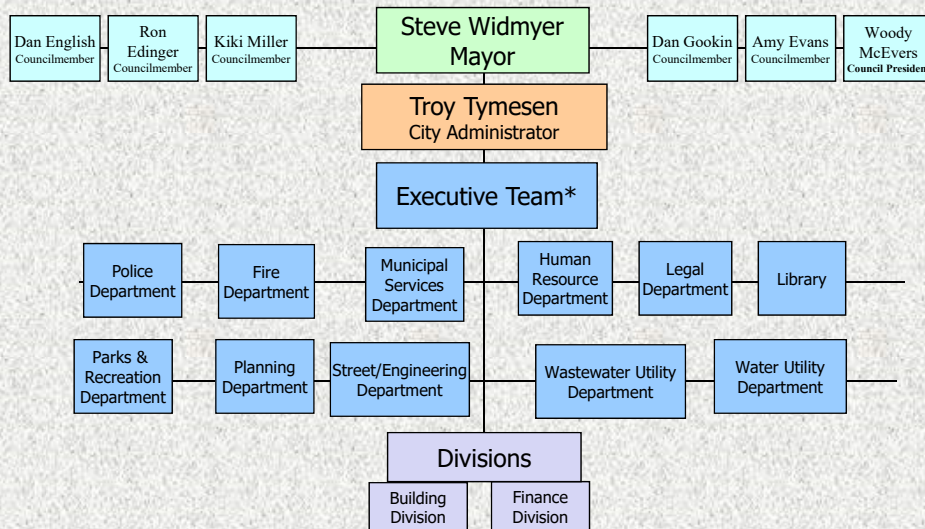
- Personnel Expenses
- Capital Projects (such as new buildings)
- Capital Replacements (such as vehicles and heavy equipment)



City of Coeur d'Alene City Council Organizational Chart



City of Coeur d'Alene Organizational Chart - 2018



*Executive Team consists of Department Heads: City Administrator Troy Tymesen; Kenny Gabriel (Fire), Melissa Tosi (Human Resources), Mike Gridley (Legal), Bette Ammon (Library), Renata McLeod (Municipal Services), Bill Greenwood (Parks & Recreation), Hilary Anderson (Planning), Lee White (Police), Tim Martin (Streets), Mike Anderson (Wastewater), Terry Pickel (Water)

Parking Fund Contributions to Parks

Parks Maintenance Worker	\$72,643
Parks - Mower	\$12,000
Parks – Turf Vehicle	\$22,000
Parks - Tractor	\$22,000
Parks - Pickups	\$70,000
Parks Capital Fund – 3 rd St Boat Launch Camera	\$15,000
Parks Capital Fund – Harbor House Septic	\$15,000
Parks Capital Fund – Ramsey Park Irrigation	\$75,000
Parks Capital Fund – Tubbs Hill wildfire mitigation	\$40,000
Parks Capital – Misc – Design & Improvements	\$60,000
TOTAL	\$403,643

History

Tax Year	Amount Taken of 3% Allowed
2020 Proposed	\$655,361 3%
2019	\$-0-
2018	\$-0-
2017	\$490,553 2.5%
2016	\$-0-
2015	\$-0-
2014	\$-0-
2013	\$329,432 2%
2012	\$-0-