

**CITY OF WOODLAND PARK REGULAR MUNICIPAL ELECTION
APRIL 3, 2018**

INFORMATION FOR CANDIDATES

General Information

The City of Woodland Park Regular Municipal election will be held on Tuesday, April 3, 2018. At this election, registered voters will have the opportunity to vote for Mayor and City Council members. This election will be conducted as a mail ballot election, with ballots mailed to all active registered voters. **Please note that there will be no polling places.**

All municipal elections are non-partisan and nomination is done by petition.

The Woodland Park City Council meets in regular session in the Council Chambers on the first and third Thursdays of each month at 7PM. The Mayor and City Council members are non-paid positions.

Qualifications for Office

Persons wishing to run for Woodland Park municipal office must meet the following criteria:

- (a) Be a US citizen for not less than seven (7) years.
- (b) Be at least twenty-one (21) years of age.
- (c) Be a resident of the city for twelve (12) consecutive months preceding the date of the election.

Neither the Mayor nor any City Council member may be a salaried employee of the City of Woodland Park during his or her term of office. A person who has been convicted of a felony shall not be eligible to become a candidate.

Nomination Petitions

Municipal candidates are all nominated by petition. Nomination petitions may be circulated beginning January 2, 2018 and must be filed in the City Clerk's Office **no later than 5PM on January 22, 2018.**

Nomination petitions for all candidates must be signed by at least twenty-five (25) registered electors. Registered electors may sign one petition for each vacant office.

Fair Campaign Practices Act (FCPA)

The reporting requirements of the Colorado Constitution and the Fair Campaign Practices Act apply to all Mayoral and Council Candidates. All forms required by the Act must be filed with the City Clerk's Office. It is the responsibility of the candidate to become familiar with and follow the provisions of the Fair Campaign Practices Act, we are happy to assist you with the resources that are available to complete these forms. You may access all forms from the Secretary of State's website www.sos.state.co.us.

Filing dates that are important include:

- Within 10 days after becoming a candidate (Candidate Affidavit form)
- 21 days before the election – **March 13, 2018** – (Non-Receipt form; Personal Expenditure form; or Report of Contributions and Expenditures form)
- Friday before the election – **March 30, 2018** – (Non-Receipt form; Personal Expenditure form; or Report of Contributions and Expenditures form)
- 30 days after the election – **May 3, 2018** – (Non-receipt form; Personal Expenditure form; or Report of Contributions and Expenditures form)
- Within 48 hours of an independent expenditure in excess of \$1,000 (Independent Expenditure In Excess of \$1,000 form)

Generally there are no contribution or expenditure limits for municipal elections.

Packet Materials

Your packet contains the following materials:

- ◆ Nomination petition.
- ◆ Copy of the Fair Campaign Practices Act, the Colorado Constitution, and associated forms for filing with the City Clerk.
- ◆ Election calendar.
- ◆ Woodland Park Sign Code regulations regarding campaign signs.

If you have any questions regarding the Regular Municipal election, the election process or the materials included in this packet, please call Suzanne Leclercq, City Clerk at 687-5295.