



May 2024

To: Prospective Council Candidates

Thank you for your interest in running for office! Due to former Councilor Erwin's resignation, there is an opening to complete the remaining year of the Councilor's term. The election for this position is scheduled for May 21, 2024. The individual who is elected will begin serving in June 2024 and their term will run through December 31, 2026.

To run for office in West Linn, candidates must be a qualified elector (registered voter) under the State Constitution (*Oregon Constitution*, Article II, Section 2) and have resided in the City during the twelve months immediately prior to the election. Elected Officials must continue to be residents of the City during their entire term of office.

The City Recorder is accepting candidate filings (Form SEL 101) until **5:00 pm Tuesday, March 12, 2024 at 5:00 pm**. West Linn does not have a filing fee nor are signatures required. Please drop off your candidate filing with staff on the second floor of City Hall, 22500 Salamo Road, or schedule an appointment with Kathy Mollusky, City Recorder, at 503-742-6013 or [kmollusky@westlinnoregon.gov](mailto:kmollusky@westlinnoregon.gov).

This guide provides an overview of the local election process. For more information, candidates should review the West Linn City Charter and Municipal Code online at: <https://westlinnoregon.gov/citycouncil/municipal-community-development-code>.

Candidates also need to be aware of state requirements and should review the state elections website. The current Candidate's Manual is available here: <https://sos.oregon.gov/voting-elections/Pages/default.aspx>.

In addition, the Clackamas County elections website is a valuable source of information: <https://www.clackamas.us/elections>.

As your elections officer, I am a resource for you. Please contact me with questions at 503-742-6013 or [kmollusky@westlinnoregon.gov](mailto:kmollusky@westlinnoregon.gov).

Sincerely,

Kathy Mollusky  
City Recorder

## How to File for Candidacy

Complete form SEL 101: “Candidate Filing – Major Political Party or Nonpartisan”, located online at: <https://sos.oregon.gov/elections/Pages/electionforms.aspx>. When completed, please turn it in to the City Recorder who will provide a list of candidates to the County Elections Office, who conducts the election.

## Required Campaign Financing

Form SEL220: “Statement of Organization for a Candidate Committee” must be filed within three business days of receiving a campaign contribution or making an expenditure. See the Campaign Finance Manual on the Secretary of State’s website at: <https://sos.oregon.gov/elections/Pages/manuals-tutorials.aspx>.

The Oregon Legislature requires all political committees and chief petitioner committees to file campaign finance transactions electronically. It also requires the Secretary of State to provide an electronic filing system to committees, free of charge, to comply with this requirement. The secure web-based application developed by the Secretary of State is called *Oregon Elections System for Tracking and Reporting (ORESTAR)*: <https://sos.oregon.gov/elections/pages/orestar.aspx>. If you have any questions regarding campaign finance requirements, please contact the Secretary of State Elections Division at 503-986-1518 or [elections.sos@sos.oregon.gov](mailto:elections.sos@sos.oregon.gov).

## County Voter’s Pamphlet

If a candidate wishes to file a Statement for the County Voters’ Pamphlet, the deadline is **March 25, 2024 at 5:00 pm**. The form is located online at: <https://www.clackamas.us/elections/forms.html>. If you have any questions regarding the Voters’ Pamphlet Statement, please contact Clackamas County Elections at 503-655-8510 or [elections@clackamas.us](mailto:elections@clackamas.us).

## Political Signs

Please also familiarize yourself with the City’s code for placement of temporary signs: <http://westlinnoregon.gov/planning/political-signs-residential-properties>. Every year, candidates or volunteers place signs in inappropriate locations. When this happens, city staff will remove the sign and place it in the bin at the decommissioned Bolton Fire Station at 6000 Failing Street for you to retrieve. Signs not retrieved within 30 days will be disposed of. We ask that you inform your volunteers of the correct locations to place signs. Please do not place signs on PGE or light poles. These poles need to be left clear so employees can safely get up the poles to make repairs.

## Subscribe

Subscribe to the City Council Meeting email notices and other emails to stay informed about the latest news, information, and web updates from the City of West Linn: <https://westlinnoregon.gov/e-news>.