



May 20, 2024

Dear Prospective Candidate:

Thank you for your interest in serving the citizens of Newport. This is the Candidate Information Packet for the upcoming municipal election that will be held on November 5, 2024. It contains important information that candidates need regarding this election.

The City of Newport will have four positions up for election - the Mayor and three Councilors. Newport voters elect these positions at-large, meaning that the candidates can live in any area of the community, but once elected, they represent all city constituents, rather than those in a particular district or ward.

Qualifications for Candidacy

To become a candidate, you must meet the qualifications outlined in the City Charter:

1. The mayor and each councilor must be a qualified elector under state law, and reside within the city for at least one year immediately before election or appointment to office.
2. No person may be a candidate at a single election for more than one city office.
3. Neither the mayor nor a councilor may be employed by the city.

Candidates are required to complete the SEL101 form (Candidate Filing - Major Political Party or Nonpartisan), and return it to my office. There is no filing fee. The first day to file the SEL101 is June 05, 2024. The last day to file is August 27, 2024, at 5:00 P.M. PDT. The SEL101 form is included, as a link, with this packet.

Lincoln County publishes a Voters' Pamphlet, which is a voter's information guide. Candidates for city elections may submit information for inclusion in the Voter's Pamphlet, and the fee is \$50.00. The deadline for submission is September 9, 2024. Contact the Lincoln County Clerk's Office for additional information regarding the Voters' Pamphlet at 541.265.4121.

Campaign Finance

Campaign finance is handled by the Oregon Secretary of State's office through the ORESTAR system. No campaign finance documents are required to be filed with the city.

Filing requirements vary depending on the amount of money a candidate expects to receive and/or spend. All candidates are urged to visit the Secretary of State's website as this website contains everything you will need to know about campaign finance filing requirements and forms. The Secretary of State's website address is <http://sos.oregon.gov/elections/Pages/orestar.aspx>.

Political Signs

Campaign signs are addressed in 10.10.060(D) of the Newport Municipal Code, as follows: Temporary signs complying with all of the following are permitted in all zones without a permit, in addition to any other permitted signs: 1. The signs must be entirely on private property and outside of any vision clearance areas. 2. The signs do not exceed 20 square feet of display area or any horizontal or vertical dimension of 8 feet. 3. The signs are not erected more than 90 days prior to the date of an election and they are removed within 30 days after the election. 4. They are erected or maintained with the consent of the person or entity lawfully in possession of the premises and any structure to which they are attached. (Agate Beach has different requirements, see NMC 10.15.020(D).

The Newport Municipal Code section is included with this packet, along with additional signage placement information.

All election forms that are filed with the city are a matter of public record and will be released if requested.

I have tried to include material that you will need for your candidacy for office for the City of Newport. There may be variables that affect your election reporting requirements. I am happy to answer any questions, and look forward to working with you through the election process.

As your elections officer, I am a resource for you. Please contact me with any questions at 541-574-0613 or e.glover@newportoregon.gov. When you are ready to file candidate papers, please contact me to ensure I am available.

Sincerely,

Erik Glover

Erik Glover
Assistant City Manager/City Recorder
541.574.0613
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CITY OF NEWPORT

2024 CANDIDATE ELECTION CALENDAR

GENERAL ELECTION - NOVEMBER 5, 2024

June 05, 2024	Candidate packets available.
June 05, 2024	Earliest date to submit SEL101 (Candidate Filing - Major Political Party or Nonpartisan)
August 27, 2024	Deadline for filing declaration of candidacy (SEL101)
August 30, 2024	Deadline to withdraw from candidacy
September 09, 2024	Deadline for candidates to file with the Lincoln County Clerk in order to have information included in the Voter's Pamphlet
November 5, 2024	Election Day

LINKS TO INTERNET RESOURCES

<p>Newport Oregon Mayor and City Council https://www.newportoregon.gov/citygov/mayorcouncil.asp</p>
<p>SEL101 Form - Candidate Filing - Major Political Party or Nonpartisan https://sos.oregon.gov/elections/Documents/SEL101.pdf</p>
<p>Newport City Charter https://www.newportoregon.gov/dept/adm/pdfs/CityCharterwmunichange.pdf</p>
<p>Newport City Council Rules https://newportoregon.gov/dept/adm/documents/CouncilRules-3-18-2024.pdf</p>
<p>County, City, and District Candidate Manual.pdf https://sos.oregon.gov/elections/Documents/county-city-district-candidates.pdf</p>
<p>League of Oregon Cities City Handbook https://www.orcities.org/resources/reference/city-handbook</p>
<p>Newport Municipal Code https://www.newportoregon.gov/dept/adm/documents/NewportMunicipalCode.pdf</p>
<p>Resolution, Ordinance, and Motion Quick Guide http://newportoregon.gov/dept/adm/documents/CheatSheet-Ordinances-Resolutions-Policies-Motions.pdf</p>
<p>Conducting Effective Meetings http://newportoregon.gov/dept/adm/documents/ConductEffectMtgs2006.pdf</p>
<p>Oregon Government Ethics Law https://www.oregon.gov/ogec/Documents/2021%20PO%20Guide%20Final%20Adopted.pdf</p>
<p>League of Oregon Cities Election Overview https://www.orcities.org/resources/reference/topics-z/details/elections</p>
<p>Lincoln County, Oregon Clerk/Elections https://www.co.lincoln.or.us/clerk</p>

