

Golden Valley

COUNCIL CANDIDATE

2025 Information Packet



Welcome To Golden Valley

The City of Golden Valley believes in and stands for the values of social equity, inclusion, and justice.

We embrace diversity and recognize the rights of individuals to live their lives with dignity, free of discrimination, fear, violence, and hate.

We welcome individuals to Golden Valley regardless of race, color, creed, religion, national origin, immigration status, gender, gender identity, marital status, age, disability, economic status, sexual orientation, familial status, or cultural background.

We strive to provide fair and unbiased services and programs, giving opportunities for all.

We are dedicated to being a supportive and united community, strengthened by the diversity of our residents and visitors.

Values

- Communication
- Community
- Inclusion
- Integrity
- Respect
- Innovation
- Courage
- Accountability

Vision

Golden Valley strives to creatively connect people and places, preserve and enhance community resources, and nurture opportunities for all.

Mission

The City of Golden Valley delivers high-quality, responsive services to ensure the community remains a vibrant and welcoming environment in which to live, work, and play.

Cover photo by Stan Waldhauser



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Interested Candidate:

Thank you for your interest in serving as a public official for the City of Golden Valley. The City is committed to providing a fair and impartial election process that is responsive and accessible to candidates and voters. This guide will provide you general information regarding candidate filing, the election process, and life as a council member. We encourage active participation in the election and voting processes and welcome constructive feedback.

The Golden Valley City Code and Minnesota State Statutes govern the conduct of elections in the City. Municipal elections are nonpartisan, and candidate names are placed on the ballot without party designation. The filing period for municipal offices opens at 8 am July 29, 2025 and closes at 5 pm Aug 12, 2025.

For further information, go to www.goldenvalleymn.gov/elections or call or email the City Clerk's office at cityclerk@goldenvalleymn.gov.

Theresa Schyma
City Clerk/Election Official



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Each candidate’s informational folder includes the filing forms and checklists mentioned in this packet.

City Government 101

How The City Of Golden Valley Works

Plan B Statutory City

Golden Valley is a Statutory “Plan B” city, which is a council-manager plan of government.

Plan B cities have a part-time Mayor and City Council who legislate city-wide policy and a full-time City Manager who serves as chief executive. The City Manager is responsible for the administration of all city business and implementation of Council policies and directives.

For more information about Plan B cities, visit the League of Minnesota Cities at www.lmc.org/topics/city-structure or the Minnesota Statutes at www.revisor.mn.gov/statutes/?id=412.611.

Elected Officials

The City Council consists of an elected Mayor and four elected Council Members who all have an equal vote. All Council members serve at large to represent the entire community, so residents may contact any one of them to express concerns and opinions. All elected offices are nonpartisan.

City Council elections are held in November in odd-numbered years. Residents elect a Mayor for a four-year term and four Council Members for staggered four-year terms.

Appointed Officials

Golden Valley Boards and Commissions are advisory bodies to the City Council, charged with the responsibility of researching, reviewing, and making recommendations on related issues. Community volunteers apply for these positions, which are appointed by the Council. These Boards and Commissions include:

- Board of Zoning Appeals (BZA)
- Community Services Commission (CSC)
- Diversity, Equity, & Inclusion Commission (DEIC)
- Environmental Commission (EC)
- Open Space and Recreation Commission (OSRC)
- Planning Commission (PC)
- Police Employment, Accountability, & Community Engagement (PEACE) Commission

The City also participates in a number of cooperative efforts with other governmental agencies and nonprofit organizations. The City Council appoints community members, staff, and Council members to represent the City on these commissions, councils, and boards of directors.

These include:

- Bassett Creek Watershed Management Commission (BCWMC)
- Joint Water Commission (JWC)
- Northwest Community TV Board of Directors
- Northwest Suburbs Cable Communications

To review the functions and learn more about each Board, Commission, Joint Power, and Cooperative Agency, visit the City’s website at www.goldenvalleymn.gov/boards.

City Government 101

How The City Of Golden Valley Works

Staff

The City Manager appoints staff to carry out the City Council's policies and directives and to maintain the City. Staff take pride in providing a high level of services, most of which affect quality of life and directly impact the community. The responsibilities of city staff include:

- **Administrative Services:** promoting diversity and community engagement, managing staff recruitment, safety, and wellness, and overseeing the City's tech systems and support.
- **Communications:** working with City departments to inform and educate the public about City services and events, issues, policies, and initiatives.
- **Community Development:** overseeing land use, development, housing, environmental concerns, and building regulations.
- **Fire:** providing emergency responses to calls for service, including fires, rescues, and medicals, fire code enforcement, property maintenance inspections, and community outreach and safety education.
- **Finance:** managing the City's financial resources, ensuring fiscal integrity, and providing financial information to support decision making.
- **Legal:** maintaining the smooth operation of government relating to legal compliance in civil and prosecutorial matters, public records, elections, council meetings, and licensing.
- **Parks and Recreation:** providing and maintaining parks, recreation facilities, and programs.
- **Police:** ensuring public safety through law enforcement and progressive community service including patrol, investigation of crimes, and providing community outreach programs, events, and education.
- **Public Works:** maintaining and constructing roads, sidewalks, water and sewer systems, and stormwater management.

Resident Involvement

Community members are encouraged to attend all open meetings. The public can make in-person statements at City Council meetings during public comment sections, including the public forum beginning at 6:20 pm before every meeting and during scheduled public hearings.

Members of the public may attend City Council meetings in-person, watch on City Cable Channel 16, or stream on CCXmedia.org. Additionally, meetings are replayed daily at 6:30 pm on Cable Channel 16 and available on demand at www.goldenvalleymn.gov/council.

Golden Valley residents interested in becoming more active in city government are encouraged to apply for positions on the City's Advisory Boards and Commissions at www.goldenvalleymn.gov/boards. The City regularly solicits resident input on various proposed projects and services through open house meetings, task forces, and public information campaigns.

Contact Us

Both elected officials and City staff are available to answer questions and hear resident concerns in person or via phone call or email. For detailed contact information go to www.goldenvalleymn.gov/council or www.goldenvalleymn.gov/contact.

Life On The Council

Serving on the City Council is not a full-time job, but it does involve a significant time commitment. The Mayor and Council Member Position Overviews provide an outline of expectations and requirements. For 2025, the annual pay rate is \$14,915.16 for the Mayor and is \$11,163.36 for Council Members.

The City Council holds bi-monthly City Council Meetings and monthly Council work sessions. In addition, Council members and the Mayor serve as commissioners on the Golden Valley Housing and Redevelopment Authority (HRA), which holds monthly meetings and work sessions.

2026 Meeting Information

City Council

Meetings

The City Council meets the first and third Tuesdays of the month at 6:30 pm, or immediately after an HRA meeting, in the Council Chambers.

The public is encouraged to attend all open meetings and can address the Council during Public Hearings and Open Forum. The public may participate during public comment sections, including the public forum beginning at 6:20 pm.

Meetings are open to the public unless designated as closed executive sessions to deal with confidential matters such as lawsuits or labor negotiations.

Work Sessions

Council Work Sessions are held the second Tuesday of the month at 6:30 pm, or immediately after an HRA Work Session in the Council Conference room.

No formal actions are taken during work sessions. The public is invited to attend and listen to the discussion; public participation is allowed with approval from the City Council.

Housing And Redevelopment Authority (HRA)

The HRA is a separate legal authority that directs redevelopment projects in the City to remove blight, clean up environmental contamination, and provide for new development to enhance the community and increase the City's taxable valuation.

Meetings

The HRA meets on the first Tuesday of every month at 6:30 pm in the Council Chambers. Meetings may be canceled due to lack of agenda items.

Work Sessions

HRA Work Sessions are held the second Tuesday of the month at 6:30 pm in the Council Conference room.

No formal actions are taken during work sessions. The public is invited to attend and listen to the discussion; public participation is allowed with approval from the HRA.

Filing For Office

What You Need To Know

Golden Valley City Offices On The Ballot This Year

All offices are nonpartisan. Candidates are placed on the ballot without party designation. Candidates who are elected will take the oath of office at the January 6, 2026 City Council Meeting.

- Council Members (2)—At Large (represent entire city)

Eligibility To Hold Office

According to [Article VII, Section 6, of the Constitution of the State of Minnesota](#), candidates for public office must:

- be eligible to vote in Minnesota
- not have filed for another office at the upcoming Primary or General Election
- be 21 years of age or more upon assuming office
- have maintained residence in their district for at least 30 days before the General Election

Important Dates

- **Filing Deadline:** Candidate filing opens July 29, 2025 at 8 am and closes Aug 12, 2025 at 5 pm. Candidates who will be absent from the state during the filing period may arrange with Golden Valley Elections to file prior to departure by contacting the City Clerk at or cityclerk@goldenvalleymn.gov.
- **Withdrawal Deadline:** To remove your name from the ballot, you must withdraw by Aug 14 at 5 pm.

Filing Location

Submit filing forms to the City Clerk's Office (second floor of City Hall), 7800 Golden Valley Road, Golden Valley, MN 55427.

Filing Fee

The filing fee is \$5. Candidates may present a petition with the signatures of eligible voters in lieu of the filing fee (Minnesota Statutes, section 204B.07–204B.11). Contact the City Clerk for more information on petition and signature requirements.

Filing Checklist

You must file several documents, provide proof of residence, and pay a \$5 fee to run for office. Each candidate's informational folder includes the filing forms and checklists mentioned in this packet. Please refer to the candidate filing checklist and the instructions on each form for additional information about how to file.

Local Elections Calendar

This calendar is for informational purposes only. In all matters, Minnesota Election Law is the final authority, not this calendar.

2025

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|---------|---|
| July 29 | Candidate filings open at 8 am |
| Aug 12 | Candidate filings close at 5 pm |
| Aug 14 | Last day for candidates to withdraw from the Nov 4 ballot (before 5 pm) |
| Sept 19 | Absentee voting begins for General Election (City Hall or by mail) |
| Oct 14 | Voter pre-registration for the General Election closes at 5 pm. Voter registrations must be in the hands of election officials. |
| Oct 17 | Early voting begins for General Election (City Hall) |
| Nov 1 | Open for absentee voting 9 am–3 pm |
| Nov 3 | Open for absentee voting until 5 pm |
| Nov 4 | LOCAL GENERAL ELECTION—Polls are open 7 am–8 pm
6 am–8 pm: No public meetings or school events |
| Nov 11 | Office closed: Veterans Day Holiday observed |
| Nov 12 | Special City Council meeting to canvass City Election results |

2026

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| Jan 6 | Oath of office for newly elected Council Members |
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Campaign Finance Reporting

General Information

Candidates and their committees are responsible for following the provisions of City Code and Minnesota Statutes, chapters 211A and 211B, regarding campaign financial reporting and fair campaign practices. The following information is intended to help you understand these requirements; however, please keep in mind that the City cannot interpret laws or provide campaign or financial advice to candidates.

Required Reports

The following reports are required:

1. Initial Report

A candidate or committee must submit an initial report to the City Clerk within 14 days after receiving or making disbursements of more than \$750 in a calendar year. This means a candidate may be required to file an initial report before filing as a candidate. The Campaign Financial Report form is included in this packet.

2. Ongoing Reports

After filing an initial report, candidates and committees must submit the following reports using the Campaign Financial Report in Appendix A.

- 2nd Report—due by Oct 24, 2025 (10 days before General Election)
- 3rd Report—due by Dec 4, 2025 (30 days after General Election)
- 4th Report—due Jan 31, 2026

3. Final Report

A candidate or committee must file a final report after settling all debts and disposing of all assets in excess of \$100. The final report may be filed at any time and must include the kinds of information contained in the financial statements required by Minnesota Statutes, section 211A.02, for the period from the last report to the date of the final report.

4. Campaign Financial Report Certification of Filing

Candidates and committees must file a Certification Of Filing by Nov 11, 2025 (no later than seven days after the General Election). This form certifies to the City Clerk that the candidate or committee has filed all required reports or that the candidate or committee has not received contributions or made disbursements exceeding \$750 in the calendar year.

Additional Resources

The following resources, located on the City's website, provide additional information regarding campaign finance and financial reporting requirements:

- [Minnesota Campaign Manual \(Rev 2024\)](#)
- [IRS Fact Sheet](#)

Campaign Signs:

Regulations & Enforcement

Campaign sign placement is regulated by the City and the State. If a sign is in violation of City ordinance, the City will take enforcement action. The State takes enforcement action for violations of State law.

For information on enforcement of Golden Valley ordinances, contact the City Planning Department at 763-593-8095 (leave a detailed message) or by emailing planning@goldenvalleymn.gov.

State Campaign Sign Regulation Advisory From The State of Minnesota Department of Transportation (January, 2024)

TO: 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, PE
Commissioner

Campaign Signs:

Regulations & Enforcement

City Campaign Sign Regulation

Golden Valley City Code, section 24-24, subd. D.

Corner Visibility

Visibility shall be maintained at all street intersections. No person shall erect, construct, plant, nurture or maintain any building, structure or vegetation, except low lying plants and grasses in the corner visibility zone without the appropriate right-of-way permit to do so. Existing trees, shrubs and grasses must be maintained to provide, as determined by the City Manager or his/her designee, clear lines of sight through the corner visibility zone. This clear line of sight is generally considered to be between 30 inches above the gutter line and eight feet above the gutter line. The corner visibility zone is considered that area between the edge of pavement of intersecting streets and a line adjoining points on such lines 45 feet distant from their point of intersection, or in the case of a rounded corner, point of intersection of the tangents at the end points of the curve.

Upon information that any person is in violation of this article, the City Manager or his/her designee shall give written notice to have the items restricting visibility removed. If after receiving written notice to remove the items restricting visibility, the person fails to remove the offending object within the time specified in the notice, not less than 10 days, the City Manager or his/her designee shall remove the offending objects with City forces. All costs associated with this removal shall be billed to the property owner responsible for the obstruction. If the bill is not paid within 30 days of the invoice date, the unpaid costs may be assessed against the property pursuant to Chapter 429, Minnesota Statutes.

State Campaign Sign Regulation

Minnesota State Statute, section 211B.045

Non-commercial Signs Exemption

All noncommercial signs of any size may be posted in any number beginning 46 days before the state primary in a state general election year until ten days following the state general election. Municipal ordinances may regulate the size or number of noncommercial signs at other times.

Precinct Polling Places

Precinct #1

Northeast Fire Station
3700 Golden Valley Rd
Golden Valley, MN 55422

Precinct #4

Sandburg Middle School
2400 Sandburg Lane
Golden Valley, MN 55427

Precinct #7

Sandburg Middle School
2400 Sandburg Lane
Golden Valley, MN 55427

Precinct #2

Valley Presbyterian Church
3100 North Lilac Dr
Golden Valley, MN 55422

Precinct #5

Southeast Fire Station
400 Turners Crossroad S
Golden Valley, MN 55416

Precinct #8

Brookview
316 Brookview Parkway S
Golden Valley, MN 55426

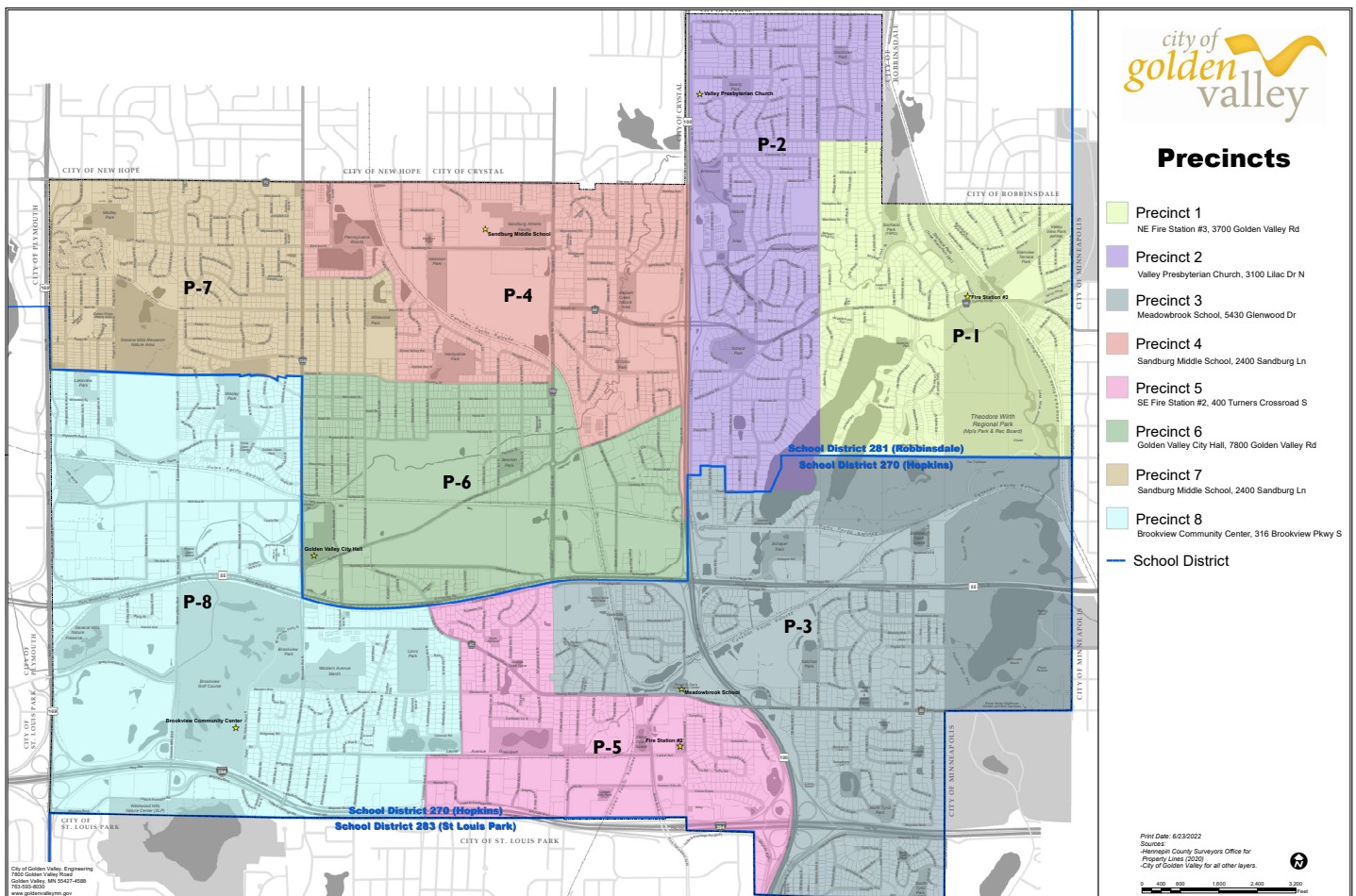
Precinct #3

Meadowbrook Elementary School
5430 Glenwood Ave
Golden Valley, MN 55422

Precinct #6

Golden Valley City Hall
7800 Golden Valley Rd
Golden Valley, MN 55427

Precinct Map is located at www.goldenvalleymn.gov/precinct-map



Contact Information

City of Golden Valley Elections

Phone 763-593-3961
Email elections@goldenvalleymn.gov
TTY 763-593-3968
Web www.goldenvalleymn.gov/elections

Hennepin County Elections

Phone 612-348-5151
Fax 612-348-2151
TTY Contact Minnesota Relay Service at 800-627-3529 and ask them to place a call to 612-348-5151.
Email HC.Vote@hennepin.us
Web www.hennepin.us/residents#elections

League of Minnesota Cities

Web www.lmc.org

Information about cities and regulations

Secretary of State Elections Office

Phone 612-215-1440
Fax 651-296-9073
TTY Contact Minnesota Relay Service at 800-627-3529 and ask them to place a call to 651-215-1440.
Email elections.dept@state.mn.us
Web www.sos.state.mn.us/elections-voting

