

**Notice of Filing
2020 General Election
Ramsey County**

Notice is hereby given that a filing period will be held Jul 28 to Aug 11 for candidates seeking election to municipal offices—Arden Hills, Gem Lake, Lauderdale, Little Canada, Mounds View, New Brighton, North Oaks, North Saint Paul, Shoreview, Vadnais Heights, White Bear Township—and school board offices in I.S.D. 622 (regularly held election) and I.S.D. 625 (special election).

Due to COVID-19, Ramsey County, the cities, and school districts are planning public contact with public health recommendations in mind. Please plan to file your affidavit of candidacy as early as possible in case of delays. Office hours to file within Ramsey County will vary, but all filing locations will be open until 5 p.m. on Aug. 11 and Aug. 13.

See options specific to your local filing office below. You may contact the local offices for more information from office staff.

Ramsey County Elections Office

At the Ramsey County Elections Office, candidates will have four options to file affidavits of candidacy.

1. **Electronic:** Ramsey County must receive your electronic filing and electronic payment within the filing period. Your affidavit of candidacy **must** be notarized by an authorized notary to be accepted. Electronic filings can be made by fax to 651-266-2177 or email to elections@ramseycounty.us. In order to accept an electronic candidate filing, Ramsey County will need to contact you by the phone number you provide on your affidavit of candidacy to seek electronic payment of the filing fee. This filing fee must be received before the affidavit is accepted by Ramsey County staff.
2. **Mail:** Ramsey County must receive your affidavit of candidacy & filing fee within the filing period. Your affidavit of candidacy **must** be notarized by an authorized notary. For locations and hours of available notary services throughout the county, visit rcelections.org prior to the open of filing. We will confirm that we have received your affidavit & filing fee, and provide a receipt by email (or post if email is not provided). Please be prepared to answer phone calls at the number you provide in case staff has questions regarding your affidavit. Note: *candidates for judicial offices must include a copy of their current license to practice law in Minnesota when filing the affidavit of candidacy.*

Mailing address: Ramsey County Elections – PO Box 64098 – Saint Paul, MN 55164

3. **In-person appointment:** Schedule a 15 to 20-minute appointment with filing staff following social distancing guidelines and recommendations. Please see rcelections.org for details prior to filing in person and call 651-266-2171 to schedule your appointment.
4. **Drop-in visit:** One candidate will be queued to file at a time per social distancing guidelines. You may need to wait in a building services queue until staff is available to serve you.

Street address: Ramsey County Elections – 90 Plato Blvd. W. – Saint Paul

Jurisdictions with offices on the ballot

Arden Hills

City Council Member (2 seats) – filing fee: \$2

Locations & hours candidates may file

Arden Hills City Hall (1245 W Highway 96) – weekdays by appointment (please call 651-792-7811)

Ramsey County Elections Office (90 Plato Blvd W) – weekdays 8 a.m. to 4:30 p.m.

Filing options

Arden Hills: mail, in-person by appointment, or electronic (filing fee can be paid online at

<https://cityofardenhills.revtrak.net/tek9.asp?pg=products&grp=3>)

Ramsey County: mail, drop-in visit, in-person by appointment, electronic (please call 651-266-2171)

Gem Lake

- Mayor – filing fee: \$2
- City Council Member (2 seats) – filing fee: \$2

Locations & hours candidates may file

Gem Lake City Office (4200 Otter Lake Rd) – Mon to Thurs, 7:30 a.m. to 12:30 p.m.

Ramsey County Elections Office (90 Plato Blvd W) – weekdays 8 a.m. to 4:30 p.m.

Filing options

Gem Lake: mail, drop-in visit

Ramsey County: mail, drop-in visit, in-person by appointment, electronic (please call 651-266-2171)

Lauderdale

- Mayor – filing fee: \$2
- City Council Member (2 seats) – filing fee: \$2

Locations & hours candidates may file

Lauderdale City Hall (1891 Walnut St) – weekdays, 8 a.m. to 4:30 p.m.

Filing options

Lauderdale City Hall: mail, drop-in visit

Ramsey County: electronic (please call 651-266-2171)

Little Canada

- Mayor – filing fee: \$2
- City Council Member (2 seats) – filing fee: \$2

Locations & hours candidates may file

Little Canada City Hall (515 Little Canada Rd E) – weekdays, 8 a.m. to 4:30 p.m.

Filing options

Little Canada City Hall: mail, in-person by appointment, drop-in visit

Ramsey County: electronic (please call 651-266-2171)

Mounds View

- Mayor – filing fee: \$20
- City Council Member (2 at-large seats) – filing fee: \$20

Locations & hours candidates may file

Mounds View City Hall (2401 Mounds View Blvd) – weekdays by appointment (please call 763-717-4016)

Filing options

Mounds View City Hall: electronic, in-person by appointment

Ramsey County: mail, drop-in visit, in-person by appointment, electronic (please call 651-266-2171)

New Brighton

- Mayor – filing fee: \$5
- City Council Member (2 seats) – filing fee: \$5

Locations & hours candidates may file

New Brighton City Hall (803 Old Hwy 8 NW) – weekdays, normal business hours

Filing options

New Brighton City Hall: mail, curbside drop-in visit, curbside by appointment, electronic

Ramsey County: mail, drop-in visit, in-person by appointment, electronic (please call 651-266-2171)

North Oaks

- Mayor – filing fee: \$2
- City Council Member (2 seats) - \$2
- Special Election City Council Member (1 seat) - \$2

Locations & hours candidates may file

North Oaks City Hall (100 Village Center Drive, #230) – Mon to Thurs 8:30 a.m. – 4 p.m. & Fri 8:30 – 12 p.m.

Filing options

North Oaks City Hall: mail, drop-in visit, in-person by appointment

Ramsey County: mail, drop-in visit, in-person by appointment, electronic (please call 651-266-2171)

North Saint Paul

City Council Member (2 seats) – filing fee: \$5

Locations & hours candidates may file

North Saint Paul City Hall (2400 Margaret St) – weekdays, 8 a.m. to 4:30 p.m.

Filing options

North Saint Paul City Hall: drop-in visit

Ramsey County: mail, drop-in visit, in-person by appointment, electronic (please call 651-266-2171)

Shoreview

- Mayor – filing fee: \$5
- City Council Member (2 seats) – filing fee: \$5

Locations & hours candidates may file

Shoreview City Hall (4600 Victoria St N) – weekdays, 8 a.m. to 4:30 p.m.

Filing options

Shoreview City Hall: mail, drop-in visit

Ramsey County: electronic (please call 651-266-2171)

Vadnais Heights

- Mayor – filing fee: \$5
- City Council Member (2 seats) – filing fee: \$5

Locations & hours candidates may file

Vadnais Heights City Hall (800 East County Road E) – weekdays, 8 a.m. to 4:30 p.m.

Filing options

Vadnais Heights City Hall: mail, drop-in visit

Ramsey County: electronic (please call 651-266-2171)

White Bear Township

Town Board Supervisor (1 seat) – filing fee: \$2

Locations & hours candidates may file

White Bear Township Office (1281 Hammond Rd) – weekdays, 7 a.m. to 4:30 p.m.

Filing options

White Bear Township office: mail, drop-in visit

Ramsey County: electronic (please call 651-266-2171)

I.S.D. 622

School Board Member (4 seats) – filing fee: \$2

Locations & hours candidates may file

I.S.D. 622 Offices (2520 East 12th Avenue) – weekdays, 8 a.m. to 4:30 p.m.

Filing options

I.S.D. 622 Offices: in-person appointment (please call 651-748-7561), drop-in visit

I.S.D. 625

School Board Member – Special Election (1 seat) – filing fee: \$2

Locations & hours candidates may file

Ramsey County Elections (90 Plato Blvd W, Suite 160) weekdays, 8 a.m. to 4:30 p.m.

Filing options

Ramsey County: mail, drop-in visit, in-person by appointment, electronic (please call 651-266-2171)

For more information about the filing process, hours and locations, and procedures for filing at each office, you may contact your local office or Ramsey County Elections at elections@ramseycounty.us or 651-266-2171.