

2026 Candidate Guide



A Community for Generations

TO CANDIDATES

Congratulations on your decision to file for city office. Serving as an effective city leader requires dedication, knowledge, and a time commitment. You will be involved in several issues which can have a lasting impact on Isanti's future. Becoming a city leader can be one of the most rewarding experiences of your life. An understanding of your role on the City Council – as a member of a team – is critical to your success.

This guide includes general information about the city, elections, and legal requirements pertaining to candidates for public office. If you are serious about your candidacy, you should consider other, more detailed information sources such as attending City Council meetings, reviewing city ordinances, and resources for newly elected officials from the League of Minnesota Cities at <https://www.lmc.org/resources/resources-for-newly-elected-city-officials/>.

This guide is not a complete list of laws relating to election procedures. Candidates are referred to Minnesota State Statutes, Chapters 200 through 211B, which regulate all elections and campaign practices of local candidates and their committees in Minnesota elections. Minnesota Election Law is the final authority. This guide and city staff are not a substitute for legal guidance. Consult your attorney concerning specific legal situations.

FORM OF GOVERNMENT

The city operates as a Statutory Optional Plan A form of government which includes a weak mayor-council form of government whereby administrative, as well as legislative authority, is the ultimate responsibility of the council as a whole.

The mayor is the presiding officer of the City Council and, as a member of the Council, has the same powers to make, second, and vote on motions as the council members. The mayor and four council members serve on the Council as elected officials for a four-year term. Terms of the Council are staggered, with council members elected every two years. Mayor and council seats are non-partisan. Council members receive an annual salary of \$2,838 and the mayor receives \$3,925 for attendance of all regular and special Council meetings to be paid quarterly and \$50.00 per diem.

The City Council holds regular meetings on the first and third Tuesday of each month at 7:00 p.m. Special meetings may be called to conduct city business with a minimum of three days notice. When elected, it is extremely important to attend meetings because a quorum of at least three council members is required to conduct city business per the Minnesota Open Meeting Law.

Council Meeting Materials

Prior to each meeting, council members receive an agenda along with a packet of information containing staff reports about each item on the agenda. If you would like to view the council packets, visit the city's website at

https://cms6.revize.com/revize/cityofisanti/minnesota/government/agendas_minutes.php

FILING FOR OFFICE

Eligibility to Hold Office

Candidates for city office must:

- Be an eligible voter.
- Have no other affidavit on file as a candidate for any office at the upcoming primary or general election.
- Be at least 21 years of age on assuming the office.
- Have maintained residence in the ward from which the candidate seeks election for 30 days before the general election.
- Not be a full-time permanent employee of the city.

Affidavit of Candidacy Filing Fee

A fifteen-dollar (\$15.00) fee is required at the time of filing. In lieu of a filing fee, candidates may present a petition that must meet certain statutory requirements (Minnesota Statute 204B.07- 204B.11). Contact the Office of the City Clerk for further information.

Withdrawal Deadline

To remove your name from the ballot, you must file an Affidavit of Withdrawal with the Office of the City Clerk/ Deputy HR Director by 5:00 p.m., June 2, 2026. Thereafter, no candidate may file an Affidavit of Withdrawal. The filing fee will not be refunded

Multiple Candidate Filings

The city will hold a primary election (August 11) if more than two candidates file for the same office. The names of the candidates with the two highest vote totals in the primary will then be placed on the general election ballot. When no more than two candidates file for the same city office, their names will not be placed on the primary election ballot but instead will be placed on the general election ballot.

2026 ELECTION CALENDAR

May 19	Candidate filing opens
June 2	Candidate filing closes at 5:00 pm
June 4	Last day to withdraw from ballot at 5:00 pm
June 26	Campaign signs may be posted
July 31	Pre-Primary Election Report due
August 13	Primary Election
August 13	Last day to canvass results of the Primary Election
October 13	Pre-General Election Report due
November 3	General Election
November 6-13	Canvassing must be completed
November 10	Certification of filing report due
November 13	Campaign Signs must be removed
December 3	Post-General Election campaign report due
2027	
January 4	Term begins for elected officers
January 31	Year-end campaign report due

CAMPAIGN SIGNS (SS 211B.045)

Please distribute this information to your campaign workers to ensure they are familiar with the law.

Political signs are permitted in any zoning district within the city and may be placed on private property at any time with the property owner's permission.

Political signs shall not be placed within state/county highway or city street public right-of-way. Signs shall not be illuminated or placed within 100 feet of a polling location.

Political signs of any size may be posted forty-six (46) days before Primary Election and must be removed ten (10) days following the State of Minnesota General Election.

These laws apply to all state, county, city, and township roads and highways.

State and local enforcement officials will remove all illegal signs in accordance with law and may temporarily store signs until retrieved.

RESPONSIBILITIES OF THE COUNCIL AS A WHOLE

Establishes and modifies goals and objectives for the city.

- Participates in visioning and long-range planning.
- Sets administrative policies.
- Establishes public policy for the city.
- Directs the enforcement of city ordinances.

Conducts intergovernmental affairs and provides community leadership.

- May serve as liaison to city commissions or other agencies serving Isanti.
- Participates in special study subcommittees or task forces to provide information for City Council consideration.
- Creates advisory boards, commissions, and task forces as needed.
- Conducts city business with state and federal agencies.
- Participates in intergovernmental programs and the League of Minnesota Cities.
- Participates in civic events providing leadership and promoting new ideas and programs to improve the community and its surrounding area.
- Responds to constituent requests for information or assistance with problem resolution.
- Acts as liaison between the city and the public.

Reviews and approves an annual budget, tax levy, and capital improvement program.

- Considers the long-range perspectives and needs of the community.
- Ensures the budget and levy are consistent with Council-approved goals, policies, plans, and state and federal mandates.
- Formulates policies to resolve future issues and adjust to social and economic trends.

Prepares for City Council meetings.

- Reviews agenda materials.
- Conducts site visits as needed.
- Solicits input from affected parties and the public.
- Participates in discussion of issues.
- Requests additional data as needed.
- Actively listens and considers the various perspectives including those of the petitioner, affected party, elected officials, residents, citywide needs, and long-term impact.
- Becomes familiar with Council-approved policies, programs, plans, and documents such as the annual budget, Comprehensive Plan, Capital Improvement Plan, etc.

Sets and interprets rules governing its own proceedings.

- Preserves order at City Council meetings.
- Identifies actual or potential conflicts of interest and abstains from the related votes.
- Establishes rules of procedure.
- Encourages the attendance of members at meetings and addresses non-attendance.

ADDITIONAL RESPONSIBILITIES OF THE MAYOR

Serves as the official figurehead of the city.

- Serves as the city's representative before the state legislature, federal agencies, other local governments, and other official meetings.
- Performs ceremonial duties on behalf of the community.
- Greets important visitors, gives formal and informal talks, and takes part in public events.
- Can explain city issues and programs.

Serves as the presiding officer at City Council meetings.

- Recognizes speakers for debate and motions and rules on questions of council procedure.
- Runs meetings using *Roberts Rules of Order* and abides by the Open Meeting Law.
- Is one of five voting members of the City Council and votes on all motions before the Council.
- Maintains decorum and preserves order at meetings.
- May call special meetings.

Executes official documents.

- Must sign ordinances, contracts, and other documents authorized by the Council.

Please refer to [The Mayor's Handbook](#) on the League of Minnesota Cities website for more information on mayoral duties.

VOTER INFORMATION & PRECINCT LISTS

Maps and information on voters, their contact information, and voting history is available from the Office of the Secretary of State. This information may only be used for purposes related to elections, political activities, and law enforcement. Forms requesting information may be downloaded from their website.

ELECTION RESULTS

Ballot counting begins after the polls close at 8:00 p.m. Election staff are busy assisting judges with balancing results and getting supplies to Isanti County Government Center. Visit the Secretary of State website for the quickest results.

CAMPAIGN FINANCIAL REPORTS

Candidates and their committees are responsible for following Minnesota Statute 211A *Campaign Financial Reports* and 211B *Fair Campaign Practices*. All candidates and committees are required to file reports under Option A or Option B.

Option A Candidates who do not receive contributions or make disbursements of more than \$750 in a calendar year are required to submit a **Certification of Filing Form** by November 10, 2026, seven days after the General Election.

Option B A committee or a candidate who receives contributions or makes disbursements of more than \$750 in a calendar year shall submit periodic **Campaign Financial Report Forms**.

REPORTING DUE DATES

Initial Report - Required filing with the Office of the City Clerk within 14 days after a candidate or committee receives or makes disbursements of more than \$750. Further reports shall be submitted per the due dates listed below.

Pre-Primary Election Report - Due July 31, 2026, ten (10) days before the State Primary Election covering the period from the previous report up to five (5) days before the due date.

Pre-General Election Report - Due October 23, 2026, ten (10) days before the State General Election, covering the period from the previous report up to five (5) days before the due date.

Certification of Filing Report - Due November 10, 2026, seven (7) days after the State General Election. The form states that all required reports were submitted and must be filed whether or not \$750 was spent.

Post-General Election Report - Due December 3, 2026, thirty (30) days after the State General Election covering the period from the *Pre-General Election Report* up to five (5) days before the due date.

Final Report - May be filed at any time after all debts are settled and all assets are disposed of in excess of \$100.

Annual Report - Annual Campaign Finance Reports are due by January 31 of each year. A candidate who intentionally fails to file a report is guilty of a misdemeanor. A *Certificate of Election* will not be issued to a candidate who has not certified that all required reports have been filed.

**CITY STAFF DOES NOT INTERPRET OR ENFORCE CAMPAIGN FINANCE LAW.
REFER TO YOUR MINNESOTA CAMPAIGN MANUAL FOR DETAILS AND INSTRUCTIONS.
CONSULT YOUR ATTORNEY CONCERNING SPECIFIC SITUATIONS.**

CLICKABLE INFORMATION LINKS

[City of Isanti](#)

Josi Wood, City Administrator: 763.762.5756
Jaden Strand, City Clerk/ Deputy HR Director: 763.762.5759

[Isanti County Elections](#)

Angie Larson, County Auditor: 763.689.1644

[State Elections Office](#)

Campaign practices, reporting requirements, end of night results and much more. 651.215.1440.

[League of MN Cities](#)

Great information for new officials. A membership organization supporting cities through advocacy, education, training, policy development and other services.

[Campaign Finance Board](#)

Information on campaign finance practices/reporting.

[IRS Filing Requirements](#)

Information about local office candidates subject to tax under IRC Section 527.

APPENDIX LIST

1. [Affidavit of Candidacy](#)
2. [Affidavit of Withdrawal](#)
3. [Campaign Financial Report Form](#)
4. [Certification of Filing Form](#)
5. [Minnesota Campaign Manual](#)