

## **EXHIBIT B**

### **CANDIDATE PACKET - FILING FOR CANDIDACY TO BE APPOINTED AS JEFFERSON COUNTY COUNCIL MEMBER – DISTRICT 3**

**Filing Dates:**

Filing Opens July 5, 2017 at 8:00 am  
Filing Closes July 31, 2017 at 4:30 pm

No applications will be accepted after this time

Candidates may file each day between July 5, 2017 through July 31, 2017 when office is open during business hours of 8:00 am to 4:30 pm.

To declare candidacy, complete the following and submit by July 31, 2017 to the Administrative Assistant to the Jefferson County Council at the Justice Center at 400 First Street, Hillsboro or by email to [pschlette@jeffcomo.org](mailto:pschlette@jeffcomo.org)

1. Council Member Vacancies Questionnaire/Application for a Vacated Council Member Form)
2. Resume (Biography Sheet will be accepted if no resume is available)
3. Copy of Your Driver's License (to show residency)

\* \*Candidates cannot be a current employee of Jefferson County Government

JEFFERSON COUNTY COUNCIL VACANCIES  
(Application for a Vacated Council Position)

**Charter language in red – for reference – not part of the application**

**SECTION 3.3. QUALIFICATION REQUIREMENTS FOR COUNCIL MEMBERS**

To be qualified to be elected as a Council Member, a Person must meet the general qualification requirements in Section 12.2 at the time of filing for election and must be a resident of his or her Council District for the twelve months before he or she files for election. To be qualified to serve as a Council Member, a Person must meet the same requirements throughout his or her period of service.

**SECTION 12.2. MINIMUM QUALIFICATIONS TO BE ELECTED.**

To be qualified to be elected to any elective office, a Person must meet the following minimum requirements, in addition to every other qualification requirement for that office specified in this Charter:

12.2.1. He or she must be a Registered Voter in Jefferson County at the time of filing for election;

12.2.2. He or she must be a resident of Jefferson County for the twelve months before he or she files for election;

12.2.3. He or she must be at least 24 years of age when he or she files for election; and

12.2.4. He or she must be a Citizen for twelve months before he or she files for election.

To be qualified to serve in any elective office, a Person must meet the same minimum requirements throughout his or her period of service.

The Council is required by the Home Rule Charter of Jefferson County Missouri to fill vacancies on the Council created when a Council member leaves his or her office prior to the end of the elected term. The Council is responsible for appointing an eligible person to fill the vacancy until the next November election, at which time a candidate will be elected to fill the remainder of the term, if any, or the new term. This application will serve as written notice that you are eligible and wish to be considered for the current Council vacancy in District 3. If selected, your service will begin on September 1, 2017 after you are sworn in and will continue until the person elected in the November 2018, election is sworn in. You are, of course, welcome to sign up to be a candidate in the November election as well when candidate filing begins.

The Council requires all individuals who wish to be eligible for appointment to the Council to meet the eligibility requirements for Council candidates under the Charter. **This position is a partisan position for a Republican seat.** Therefore, to be eligible for appointment to the Council you must:

- Be a Registered Voter in Jefferson County at the time of applying for the vacancy position;
- Be a resident of Jefferson County Council District 3 for the twelve months before he or she applying for the vacancy position;
- Be at least 24 years of age;
- Be a Citizen of the United States for twelve months before applying for the vacancy position;
- A Person must meet the same minimum requirements throughout his or her period of service.

- Not be delinquent in the payment of any state income taxes, personal property taxes, municipal taxes or real property taxes on your place of residence as listed on this form. If an applicant is a past or present corporate officer of any fee office, that office cannot be delinquent in the payment of any taxes owed the state.
- Not have been found guilty of nor pled guilty to a felony or misdemeanor under the federal laws of the United States of America or to a felony under Missouri law or an offense committed in another state that would be considered a felony in Missouri.
- Not be registered or required to be registered as a sex offender.
- Have filed, or the treasurer of any existing candidate committee has filed, all required campaign disclosure reports with the Missouri Ethics Commission, when applicable, for all previous elections in which you were a candidate.

Upon completion and submission of this application, you will be provided:

1. A copy of the Home Rule Charter of Jefferson County;
2. A copy of the Council Rules of Procedure
3. Notice of your potential obligation to file a personal financial disclosure statement with the Missouri Ethics Commission within 30 days of your appointment to the position.
4. A copy of the Council conflict of interest/ethics policy;

Please complete the following. Attach additional sheets if necessary. All information provided will be subject to public disclosure under the Missouri Sunshine Law.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

E-mail: \_\_\_\_\_

How long have you lived in the District?

\_\_\_\_\_

**This Council seat is a partisan position replacing a Republican. Please indicate the party you identify with.**

\_\_\_\_\_

Why do you want to serve on the Jefferson County Council?

Please describe your current and past involvement with nonprofit or community organizations:

Do you currently hold an elected or appointed office in Jefferson County or any organizations within Jefferson County? Yes No

If you answered “yes” to the above question, please list positions currently held:

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Please list skills you have that you believe would be an asset to the County Council:

In one or two sentences, describe your vision for District 3:

What are your views of and knowledge about the Jefferson County budget?

In one or two sentences, explain the proper role of the County Council:

The Council meets 3x(s) per month on Mondays at 6:30 p.m, (unless Monday is a holiday) In addition to Council meetings, you will be expected to allocate time to adequately prepare for meetings, perform committee work and possibly complete training sessions both in and occasionally outside the district. The minimum weekly time commitment for a Council Member is about five hours per week, although special circumstances and constituent services may require significantly more time.

Are you aware of any conflicts that would regularly interfere with your ability to commit to this amount of time? Yes No

Are you aware of any conflicts of interest you may have in serving on the Council? Yes No

A conflict of interest might be having ownership in a business that does business with the district, having a relative employed by the district, or serving on another Council or in another

elected office. A conflict of interest does not necessarily disqualify you from Council service, but may require certain procedures and disclosures to be used. If you have possible conflicts, please describe them:

I (the Applicant) swear that the above language is true and accurate, that I am legally eligible to be appointed to the office of director of this school district, and that I am legally able to hold office if appointed to the position.

Applicant's Signature

Date

#### WEBSITES FOR CANDIDATE INFORMATION

Jefferson County, Mo Government

[www.jeffcomo.org](http://www.jeffcomo.org)

Missouri Ethics Commission

<http://www.mec.mo.gov/>