



## ADMINISTRATIVE SERVICES COMMITTEE

### Agenda

Wednesday, July 17, 2013

3:30 pm

Madison Avenue Meeting Room  
500 SW Madison

Discussion/**Possible Action**

I. Local Option Levy Ballot Title and Explanatory Statement  
(to be distributed)

Information

II. Other Business

### **Next Scheduled Meeting**

Wednesday, August 7, 2013 at 3:30 pm

Madison Avenue Meeting Room, 500 SW Madison Ave

### **Agenda**

Council Policy Review and Recommendation: 91-3.02,  
"City Compensation Policy"

## MEMORANDUM

July 17, 2013

Attachment A

TO: Administrative Services Committee  
FROM: Nancy Brewer, Finance Director NB  
SUBJECT: November 2013 Local Option Levy Ballot Title

### I. Issue

City Council is required to develop language for the ballot for the November 5, 2013 levy election based on the discussion at the July 15, 2013 Council meeting.

### II. Background

The election process for a taxing measure is defined in a number of sections of Oregon Revised Statutes. There are three primary pieces of information the Council is responsible for developing that become key in the election process. These three pieces are intermingled in a stair-step of detail:

- Ballot Language: The Ballot Language has three sections, a caption (limited to 10 words), a question (limited to 20 words and it must be answered in a way that a “yes” vote results in the tax passing), and a summary (limited to 175 words). Ballot Language must be impartial. Because of the word limits, the Ballot Language is the first, and least detailed, piece in the information for the election.
- Explanatory Statement: The Explanatory Statement can be longer (500 words) and allows the City Council to expand on the statements in the summary of the Ballot Language, though it must still be impartial. With its larger word limit there is an opportunity for the Council to provide more detail, but the 500 word limit can still cause challenges to fully explain concepts. The Explanatory Statement is the second step for the official election documents.
- Resolution: The City Council must pass a resolution referring the levy to the voters. There is no word limit on the resolution so it becomes a critical third piece of the documentation since it can fully identify the Council’s legislative intent, and serves to most clearly document Council’s decisions and the limits on use of the monies to be obtained through approval of the levy. The resolution includes the complete text of the Ballot Language.

The Ballot Language (under discussion today) serves as the foundation on which the Explanatory Statement and the resolution are built. Once the Council approves the Ballot Language on August 5 the City Recorder will publish the ballot language; there is a period when an elector may object to the ballot language and seek to modify it before the Council can finalize the Explanatory Statement and pass the resolution to send the Ballot Language to the County Elections Office.

Following the Council’s approval of the draft Ballot Language, staff will begin developing the Explanatory Statement and the resolution. These two pieces are expected to be back before the Administrative Services Committee on August 21 for Council action on September 5.

### **III. Discussion**

The attached first draft of the ballot language is tight on words, with only two words available to be added to the question and seven words available to be added to the summary. If the Committee wishes to add more than two words to the question/seven words to the summary, then an equal number of words will need to be eliminated. Since there are a lot of different services that are include in the levy, it is challenging to write complete sentences or complete explanations of the restrictions on the monies to be raised. The Explanatory Statement will allow for more clarity in statements about uses and/or restrictions, though the Council resolution will be the most detailed piece available to make interpretations if necessary.

All arguments for or against the levy and all electioneering must be done outside of this process.

### **IV. Requested Action**

Review the draft ballot title, edit as desired, and recommend the City Council adopt a ballot title for the City Recorder to publish.

DRAFT BALLOT TITLE 2013

Caption: LOCAL OPTION TAX FOR LIVABILITY, PUBLIC SAFETY AND CITY SERVICES  
(10/10)

Question: Shall Corvallis impose \$.8181 per \$1,000 of assessed value, for five years beginning July 1, 2014, for operations?  
(18/20)

This measure may cause property taxes to increase more than three percent.  
(Count does not apply)

Summary: Tax revenue from this measure would be restricted in the following percentages (with FY 2015 estimated dollar amounts):

13.33% (\$426,640). Year-round operation of the Osborn Aquatic Center;

9.97% (\$319,010). Year-round operation of the Chintimini Senior Center;

33.22% (\$1,062,790). Year-round Library open hours on Sunday and Monday, services, books, and materials;

3.32% (\$106,340). Social services grants.

3.04% (\$97,340). Long-range Planning;

1.21% (\$38,700). Code Enforcement;

4.33% (\$138,550). Fire Prevention;

6.43% (\$205,710). Two additional Police Officers to address livability.

3.21% (\$102,850). One additional Police Officer for livability if matched by funding from OSU.

3.19% (\$102,180) School Resource Police Officer; and

18.75% (\$600,000) unrestricted revenue lost from the Hewlett-Packard judgment. Must be underlevied the same amount as revenue increase resulting from final judgment.

By fiscal year, this levy is estimated to raise:

2015	\$3,200,110
2016	3,296,114
2017	3,394,997
2018	3,496,847
2019	<u>3,601,753</u>
Total	\$16,989,821

The estimated tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of estimate. (ORS 280.075(1)).

(168/175)

Attachment B

DRAFT BALLOT TITLE 2013

Caption: ~~LOCAL OPTION TAX FOR LIVABILITY, PUBLIC SAFETY AND CITY SERVICES~~ LOCAL OPTION TAX LEVY  
(10/10)

Question: Shall Corvallis impose \$.8181 per \$1,000 of assessed value, for five years beginning July 1, 2014, for operations?  
(18/20)

This measure may cause property taxes to increase more than three percent.  
(Count does not apply)

Summary: Tax revenue from this measure would be restricted in the following percentages (with FY 2015 estimated dollar amounts):

13.33% (\$426,640). Maintains ~~Year-round~~ operation of the Osborn Aquatic Center;

9.97% (\$319,010). Maintains ~~Year-round~~ operation of the Chintimini Senior Center;

33.22% (\$1,062,790). Maintains ~~Year-round~~ ~~Library open hours on Sunday and Library Monday,~~ services, books, and materials, and Monday hours; restores Sunday hours;

3.32% (\$106,340). Maintains ~~s~~ Social services grants.

3.04% (\$97,340). Long-range Planning;

1.21% (\$38,700). Code Enforcement;

4.33% (\$138,550). Fire Prevention;

6.43% (\$205,710). Two additional Police Officers to address livability.

3.21% (\$102,850). ~~A third~~One additional Police Officer for livability if matched by funding from OSU for a fourth Officer.

3.19% (\$102,180) School Resource Police Officer; and

18.75% (\$600,000) replaces unrestricted revenue lost from the Hewlett-Packard judgment. Must be underlevied the same amount as revenue increase resulting from final judgment.

By fiscal year, this levy is estimated to raise:

2015	\$3,200,110
2016	3,296,114
2017	3,394,997
2018	3,496,847
2019	<u>3,601,753</u>
Total	\$16,989,821

The estimated tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of estimate. (ORS 280.075(1)).

(168/175)

Attachment C

DRAFT BALLOT TITLE 2013

Caption: LIVABILITY, PUBLIC SAFETY AND CITY SERVICES LOCAL OPTION  
TAX LEVY  
(10/10)

Question: Shall Corvallis impose \$.8181 per \$1,000 of assessed value, for five years  
beginning July 1, 2014, for operations?  
(18/20)

This measure may cause property taxes to increase more than three percent.  
(Count does not apply)

Summary: Tax revenue from this measure would be restricted in the following percentages  
(with FY 2015 estimated dollar amounts):

13.33% (\$426,640). Maintain operation of the Osborn Aquatic Center;

9.97% (\$319,010). Maintain operation of the Chintimini Senior Center;

33.22% (\$1,062,790). Maintain Library services, books, materials, and Monday  
hours; restores Sunday hours;

3.32% (\$106,340). Maintain social services grants.

3.04% (\$97,340). Long range Planning;

1.21% (\$38,700). Code Enforcement;

4.33% (\$138,550). Fire Prevention;

6.43% (\$205,710). Two additional Police Officers to address livability.

3.21% (\$102,850). A third Police Officer for livability if matched by funding from  
OSU for a fourth Officer.

3.19% (\$102,180) School Resource Police Officer; and

18.75% (\$600,000) replaces unrestricted revenue lost from the Hewlett-Packard judgment. Must be underlevied the same amount as revenue increase resulting from final judgment.

By fiscal year, this levy is estimated to raise:

2015	\$3,200,110
2016	3,296,114
2017	3,394,997
2018	3,496,847
2019	<u>3,601,753</u>
Total	\$16,989,821

The estimated tax cost for this measure is an ESTIMATE ONLY based on the best information available from the county assessor at the time of estimate. (ORS 280.075(1)).

(175/175)