



ADMINISTRATIVE SERVICES COMMITTEE

Agenda

****Friday, August 23, 2013****

****1:00 pm****

Madison Avenue Meeting Room
500 SW Madison

Discussion/**Possible Action**

I. Local Option Levy Explanatory Statement
(Attachment)

Information

II. Other Business

Next Scheduled Meeting

Wednesday, September 4, 2013 at 3:30 pm

Madison Avenue Meeting Room, 500 SW Madison Ave

Agenda

- Visit Corvallis Fourth Quarter Report
- Downtown Corvallis Association Fourth Quarter Report – Economic Improvement District
- Council Policy Review and Recommendation: 91-3.02, "City Compensation Policy"

MEMORANDUM

August 14, 2013

TO: Administrative Services Committee
FROM: Nancy Brewer, Finance Director *NB*
SUBJECT: Local Option Levy Explanatory Statement and Resolution

I. Issue

To recommend a voters' pamphlet explanatory statement and the resolution sending a local option tax levy to the ballot.

II. Discussion

The City Council has approved ballot language which has been published in the Corvallis Gazette-Times to meet election requirements. With final ballot language, the next official step for the City Council is to adopt a resolution sending the ballot language to voters, and to adopt an explanatory statement for the voters' pamphlet.

- The resolution is a legal document which is designed to give the City Council's full intent in making decisions about what to include in the levy along with restrictions on the use of the monies. There are no limits on word count in the resolution and the language can have non-neutral language.
- The explanatory statement has a word limit of 500 words, and must be neutral – just simple statements about what the levy will fund.

Draft resolution and explanatory statement language is attached for ASC consideration as a starting point. Staff will be prepared to project this draft language during the ASC meeting for ease of making any edits if necessary.

III. Requested Action

Review the attachments, make edits as needed, and recommend the City Council adopt an explanatory statement and resolution to send the levy to the voters.

Review and Concur:



City Manager

RESOLUTION 2013- _____

Minutes of the meeting of September 3, 2013, continued.

A resolution submitted by Council person _____.

WHEREAS, State of Oregon limits on property taxation implemented in 1990 and 1997 have left the City of Corvallis with relatively flat revenues and increasing expenses to maintain the same level of service to a growing population; and

WHEREAS, the City of Corvallis has reduced or eliminated services for almost every year of the last decade, including eliminating 27.14 FTE over the last three fiscal years; and

WHEREAS, the City of Corvallis has continued to examine, raise, and implement new fees to fund services where fees can be charged, including implementing fees to pay for street maintenance and Transit services that ended those program's reliance on property taxes; increasing fees for Parks & Recreation services; raising overdue Library material fines; increasing ambulance charges; and implementing fees to fund a portion of the urban forestry program; and

WHEREAS, even with these measures the City of Corvallis had to reduce its expenditure budget for FY 13-14 and will likely have to reduce its budget each year in the future to achieve a balanced budget unless significant new revenue sources are developed; and

WHEREAS, each reduction required to balance the budget has an impact on services provided to the citizens of Corvallis and has affected services that citizens demand to address the high livability standard in the community; and

WHEREAS, voters approved a three-year 45 cent per \$1,000 of assessed value local option levy in May 2011 to provide monies to keep the Library open on Mondays, keep the Osborn Aquatic Center and the Chintimini Senior Center operational year-round, with the balance of the monies from the levy used for social services allocations and programs and services at the Library; and

WHEREAS, the 2011 local option levy is set to expire at the end of FY 13-14; and

WHEREAS, subsequent to the levy, additional service reductions have occurred in General Fund services due to the on-going imbalance between revenues and expenditures; and

WHEREAS, the Budget Commission recommended the City Council move forward with a levy renewal vote in November 2013 to allow time to plan and budget for the current levy funded services for FY 14-15; and

WHEREAS, in May 2013, subsequent to the Budget Commission's actions, the Oregon Tax Court determined that the Hewlett-Packard Corporation, Corvallis' largest single tax payer, would prevail in an appeal of its 2008, 2009, and 2010 assessed values that resulted in the City's share of a refund of overpaid taxes of around \$2.1 million with an on-going annual revenue reduction of \$600,000 from previous estimates which will cause more future year budget reductions; and

WHEREAS, for FY 13-14, the Hewlett-Packard refund will be covered by reduced spending, use of reserves, and an inter-fund loan, and the loss of annual revenue will be covered by a temporary reduction in the City's contribution rate for the Public Employee Retirement System; and

WHEREAS, the City Council held a work session to discuss the levy renewal and determined that they would support a five-year levy term and the potential to increase the levy rate to add services to be funded by the levy; and

WHEREAS, the City Council held a special meeting on July 8, 2013 to hear public comments on a list of services that could be considered for levy funding; and

WHEREAS, the City Council also conducted surveys of Corvallis residents to obtain information about services to be funded; and

WHEREAS, the City Council met on July 15, 2013 to discuss services to be funded by a local option levy; and

WHEREAS, the City Council determined that it is in the public interest to place a levy on the November 5, 2013 ballot; and

WHEREAS, the City Council finds that it is in the public interest to renew funding for the Osborn Aquatic Center to keep the facility open year round, available for swimming, sports teams, classes, lessons, and other activities; and

WHEREAS, the City Council finds that it is in the public interest to renew funding for the Chintimini Senior Center to keep the facility open year round, and provide classes, socializing, and intellectual enrichment activities, as well as providing a facility for the senior meals program; and

WHEREAS, the City Council finds that it is in the public interest to renew funding for Library Monday Hours, and Library materials and services, and to add funding to restore Sunday hours and to replace funding for materials and services that has been cut over the last two years ; and

WHEREAS, the City Council finds that it is in the public interest to renew funding for social services grants to local non-profits that provide emergency and transitional services; and

WHEREAS, the City Council finds that it is in the public interest to add funding for long range Planning services to address projects including implementing approved Collaboration Corvallis recommendations and facilitating community planning projects to address future growth; and

WHEREAS, the City Council finds it is in the public interest to provide additional staff, materials and supplies to address code violation complaints regarding health and safety, livability and land use issues; and

WHEREAS, the City Council finds it is in the public interest to add a Fire Prevention Officer position to address livability and fire safety within the community; and

WHEREAS, the City Council finds it is in the public interest to add three Police Officers, along with the required materials and supplies, to address community livability and population growth, and to develop and implement education programs to address community issues surrounding behavior issues in city neighborhoods; and

WHEREAS, the City Council finds it is in the public interest to add a School Resource Police Officer to work within the school system with students, parents, faculty, and staff to address youth issues that can lead to criminal activity; and

WHEREAS, the City Council finds that it is in the public interest to add funding to replace tax revenue lost due to the Hewlett-Packard judgment and avoid more significant reductions in services to be provided to citizens in the future;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CORVALLIS RESOLVES that the ballot title of the measure and the form in which it shall be printed on the official ballot is as follows:

CAPTION: LIVABILITY, PUBLIC SAFETY AND CITY SERVICES LOCAL OPTION
TAX LEVY

QUESTION: Shall Corvallis impose \$.8181 per \$1,000 of assessed value, for five years beginning July 1, 2014, for operations?

This measure may cause property taxes to increase more than three percent.

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;

9.64% (\$308,560). Three additional Police Officers to address livability;

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)).

THE COUNCIL FURTHER RESOLVES that not later than September 5, 2013, the City Recorder, as the chief elections officer of the City, shall submit to the County Clerk for Benton County, Oregon a notice together with a certified copy of this Resolution and the Ballot Title, all in order that the ballot title may appear on the ballot for the election to be held on November 5, 2013. The City Recorder shall submit to the County Clerk all necessary information, and shall do and perform all other acts and things necessary or appropriate, so that the ballot measure shall appear on the ballot for such election.

THE COUNCIL FURTHER RESOLVES that the City Manager, City Recorder and Finance Director are hereby authorized, empowered and directed, for and on behalf of the City, to do and perform all acts and things necessary or appropriate to cause the ballot measure to appear on the ballot for the November 5, 2013 election and to otherwise carry out the purposes and intent of this resolution.

THE COUNCIL FURTHER RESOLVES that the City Recorder is directed to give notice of the election by publication in the Corvallis Gazette-Times, the official newspaper of the City of Corvallis, once a week for two successive and consecutive weeks within 30 days next preceding the election. The notice shall state the measure to be voted upon at the election, the ballot title thereof, the voting and/or polling places designated for the election, and the date and time of the election. The notice shall be posted in four locations within the City.

THE COUNCIL FURTHER RESOLVES that this resolution shall take effect immediately upon its adoption by the City Council.

Upon motion duly made and seconded, the foregoing resolution was adopted and the Mayor thereupon declared said resolution to be adopted.

EXPLANATORY STATEMENT

The City of Corvallis proposes a local option property tax levy at the rate of \$.8181 per \$1,000 of assessed value, lasting for five years and beginning July 1, 2014. This measure may cause property taxes to increase more than three percent.

The tax revenue from this measure would be used to support operations of the Library, the Osborn Aquatic Center and the Chintimini Senior Center, allocations to social service agencies, long-range planning and code enforcement, Fire Prevention, to provide a 1.0 FTE School Resource Police Officer and 3.0 FTE additional Police Officers, and to replace property tax revenue lost due to the Hewlett-Packard judgment. In addition to tax revenue from this measure, general fund money would be required to continue funding these operations. The revenue from the levy would be restricted to these uses. Among these uses, distribution of the revenue would also be restricted annually in the following manner (with FY 2015 estimated dollar amounts):

13.33% (\$426,640). Osborn Aquatic Center. Maintain year round operation, including programs such as swimming lessons, therapy classes, youth special needs classes, water safety, High School swim practice, swim meets, fitness classes, and lap swimming;

9.97% (\$319,010). Chintimini Senior Center. Maintain year round operation, including programs such as health and fitness, life-long learning classes, support groups, tax aide assistance, volunteer recruitment and coordination, and facility for senior meals;

33.22% (\$1,062,790). Library. Maintain year round Monday hours and reopen on Sunday at the Corvallis Library ; support purchase of books, audiovisual and electronic materials; provide preschool reading readiness services for families and child care providers; provide volunteer recruitment and coordination; continue other library services and programs;

3.32% (\$106,340). Social Services. Maintain grants for programs that provide emergency or transitional assistance, such as aid in obtaining food, water, shelter, warmth, clothing, safety, acute health care, or access to information about obtaining this assistance;

3.04% (\$97,340). Long Range Planning. Restore staff for projects including implementing approved Collaboration Corvallis recommendations and facilitating community planning projects to address future growth.

1.21% (\$38,700). Code Enforcement. Provide additional staff, materials and supplies to address code violation complaints regarding health and safety, livability and land use issues.

4.33% (\$138,550). Fire Prevention. Provide additional staff and the associated supplies and equipment to keep the community safe from fire danger;

9.64% (\$308,560). Police Department. Fund three additional Police Officers, supplies and equipment, focusing on community livability.

3.19% (\$102,180) Police Department. One School Resource Police Officer with associated supplies and equipment to work with the 509J public school system; and

18.75% (\$600,000) replaces unrestricted revenue lost from the Hewlett-Packard judgment. If the Oregon Supreme Court rules that Hewlett Packard must pay more taxes, resulting in further revenue to Corvallis, then this portion of the local option levy will be reduced by the same amount.

(461/500)

RESOLUTION 2013- _____

Minutes of the meeting of September 3, 2013, continued.

A resolution submitted by Council person _____.

WHEREAS, State of Oregon limits on property taxation implemented in 1990 and 1997 have left the City of Corvallis with relatively flat revenues, including an actual decrease in revenues for FY 12-13, and increasing expenses to maintain the same level of service to a growing population; and

WHEREAS, the City of Corvallis has reduced or eliminated services for almost every year of the last decade, including eliminating 27.14 FTE over the last three fiscal years; and

WHEREAS, the City of Corvallis has continued to examine, raise, and implement new fees to fund services where fees can be charged, including implementing fees to pay for street maintenance and Transit services that ended those program's' reliance on property taxes; increasing fees for Parks & Recreation services; raising overdue Library material fines; increasing ambulance charges; and implementing fees to fund a portion of the urban forestry program; and

WHEREAS, even with these measures the City of Corvallis had to reduce its expenditure budget for FY 13-14 and will likely have to reduce its budget each year in the future to achieve a balanced budget unless significant new revenue sources are developed; and

WHEREAS, each reduction required to balance the budget has a negative impact on services provided to the citizens of Corvallis and has negatively affected services that citizens demand to address the high livability standard in the community; and

WHEREAS, voters approved a three-year 45 cents per \$1,000 of assessed value local option levy in May 2011 to provide monies to keep the Library open on Mondays, keep the Osborn Aquatic Center and the Chintimini Senior Center operational year-round, with the balance of the monies from the levy used for social services allocations and programs and services at the Library; and

WHEREAS, the 2011 local option levy is set to expire at the end of FY 13-14; and

WHEREAS, subsequent to the levy, additional service reductions have occurred in General Fund services due to the on-going imbalance between revenues and expenditures; and

WHEREAS, the Budget Commission recommended the City Council move forward with a levy renewal vote in November 2013 to allow time to plan and budget for the current levy funded services for FY 14-15; and

WHEREAS, in May 2013, subsequent to the Budget Commission's actions, the Oregon Tax Court determined that the Hewlett-Packard Corporation, Corvallis' largest single tax payer, would prevail in an appeal of its 2008, 2009, and 2010 assessed values that resulted in the City's share of a refund of overpaid taxes of around \$2.1 million with an on-going annual revenue reduction of \$600,000 from previous estimates which will cause more future year budget reductions; and

WHEREAS, for FY 13-14, the Hewlett-Packard refund will be covered by reduced spending, use of reserves, and an inter-fund loan, and the loss of annual revenue will be covered by a [State mandated](#) temporary reduction in the City's contribution rate for the Public Employee Retirement System; and

WHEREAS, the City Council held a work session to discuss the levy renewal and determined that they would support a five-year levy term and the potential to increase the levy rate to add services to be funded by the levy; and

WHEREAS, the City Council held a special meeting on July 8, 2013 to hear public comments on a list of services that could be considered for levy funding; and

WHEREAS, the City Council also conducted surveys of Corvallis residents to obtain information about services to be funded; and

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WHEREAS, the City Council finds it is in the public interest to ~~restore~~ ~~staffing~~~~provide additional~~ ~~staff~~, materials and supplies to address code violation complaints regarding health and safety, livability and land use issues; and

WHEREAS, the City Council finds it is in the public interest to add a Fire Prevention Officer position to address livability and fire safety within the community; and

WHEREAS, the City Council finds it is in the public interest to ~~restore~~~~add~~ three ~~additional~~ Police Officers, along with the required materials and supplies, to address community livability and population growth, and to develop and implement education programs to address community issues surrounding behavior issues in city neighborhoods; and

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EXPLANATORY STATEMENT

The City of Corvallis proposes a local option property tax levy at the rate of \$.8181 per \$1,000 of assessed value, lasting for five years and beginning July 1, 2014. This measure may cause property taxes to increase more than three percent.

The tax revenue from this measure would be used to support operations of the Library, the Osborn Aquatic Center and the Chintimini Senior Center, allocations to social service agencies, long-range planning and code enforcement, Fire Prevention, to ~~provide~~ restore a ~~1.0 FTE~~ School Resource Police Officer and ~~restore -3.0 FTE additional~~ three Police Officers, and to replace property tax revenue lost due to the Hewlett-Packard judgment. In addition to tax revenue from this measure, general fund money would be required to continue funding these operations. The revenue from the levy would be restricted to these uses. Among these uses, distribution of the revenue would also be restricted annually in the following manner (with FY 2015 estimated dollar amounts):

13.33% (\$426,640). Osborn Aquatic Center. Maintain year round operation, including programs such as swimming lessons, therapy classes, youth special needs classes, water safety, High School swim practice, swim meets, fitness classes, and lap swimming;

9.97% (\$319,010). Chintimini Senior Center. Maintain year round operation, including programs such as -health and fitness, life-long learning classes, support groups, tax aide assistance, volunteer recruitment and coordination, and facility for senior meals;

33.22% (\$1,062,790). Library. Maintain year round Monday hours and reopen on Sunday at the Corvallis Library;- support purchase of books, audiovisual and electronic materials; provide preschool reading readiness services for families and child care providers; provide volunteer recruitment and coordination; continue other library services and programs;

3.32% (\$106,340). Social Services. Maintain grants for programs that provide emergency or transitional assistance, such as aid in obtaining food, water, shelter, warmth, clothing, safety, acute health care, or access to information about obtaining this assistance;

3.04% (\$97,340). Long Range Planning. Restore staff for projects including implementing approved Collaboration Corvallis recommendations and facilitating community planning projects to address future growth;-

1.21% (\$38,700). Code Enforcement. Restore ~~Provide additional~~ staffing, materials and supplies to address code violation complaints regarding health and safety, livability and land use issues;-

4.33% (\$138,550). -Fire Prevention. Provide additional staff and the associated supplies and equipment to keep the community safe from fire danger;

9.64% (\$308,560). Police Department. Restore Funding for three additional Police Officers, supplies and equipment, focusing on community livability;

3.19% (\$102,180). Police Department. Restore One School Resource Police Officer with associated supplies and equipment to work with the 509J public school system; and

18.75% (\$600,000). General Fund. Replaces unrestricted revenue lost from the Hewlett-Packard judgment. If the Oregon Supreme Court rules that Hewlett-Packard must pay more taxes, resulting in further revenue to Corvallis, then this portion of the local option levy will be reduced by the same amount.

(461/500)

EXPLANATORY STATEMENT

The City of Corvallis proposes a local option property tax levy at the rate of \$.8181 per \$1,000 of assessed value, lasting for five years and beginning July 1, 2014. This measure may cause property taxes to increase more than three percent.

The tax revenue from this measure would be used to support operations of the Library, the Osborn Aquatic Center and the Chintimini Senior Center, allocations to social service agencies, long-range planning and code enforcement, Fire Prevention, to restore a School Resource Police Officer and restore three Police Officers, and to replace property tax revenue lost due to the Hewlett-Packard judgment. In addition to tax revenue from this measure, general fund money would be required to continue funding these operations. The revenue from the levy would be restricted to these uses. Among these uses, distribution of the revenue would also be restricted annually in the following manner (with FY 2015 estimated dollar amounts):

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(461/500)