

August 14, 2013



# City of Dublin

## City Council Candidate Orientation

# Tonight's Schedule

1. **Welcome and Introductions** - Michelle Crandall, Assistant City Manager
2. **Value of Public Service** - Joel Campbell, Dublin Resident, Former Mayor and City Council Member
3. **Organizational Overview** - Michelle Crandall, Assistant City Manager
4. **Candidate Resources** - Sara Ott, Sr. Project Manager
5. **Dublin's Campaign Finance Law and Ohio Public Records Law** - Jennifer Readler, Frost, Brown and Todd, Assistant Law Director
6. **Campaign Sign Laws** - Steve Langworthy, Director of Land Use and Long Range Planning
7. **Question and Answer Session** - Michelle Crandall, Assistant City Manager
8. **Closing Remarks** - Michelle Crandall, Assistant City Manager



# Welcome and Introductions

# Value of Public Service

# Organizational Overview

# Overview

- 24.8 square miles
- 43,000 residents (2012 est.)
- Home to more than 3,800 businesses
- 368 fulltime City employees
  - 232 part-time and seasonal positions (FTEs).
- \$71 million operating budget (2013)
- \$167.5 million 5-year CIP (2014-2018)



# Understanding The “Council-Manager” Form of Government



# Council-Manager Form of Government

## City Council's Role

- Set strategic direction
  - Goal-setting process
- Review and approve budgets
- Hire a City Manager
- Serve as the voice of their constituents



# Council-Manager Form of Government

## Mayor's Role

- Selected by fellow Council Members
- Ceremonial functions
- Preside over Mayor's Court or designates a Magistrate(s)
- Team leader/facilitator of Council



# Council-Manager Form of Government

## City Manager's Role

- CEO
- Hire and supervise all staff
- Carry out vision and strategy of City Council
- Oversee daily operations of the City
- Prepare and present budgets  
(Operating and CIP) to City Council



# ICMA Code of Ethics

- Sets the CM profession apart
- Hold each other accountable

# ICMA

*Leaders at the Core of Better Communities*



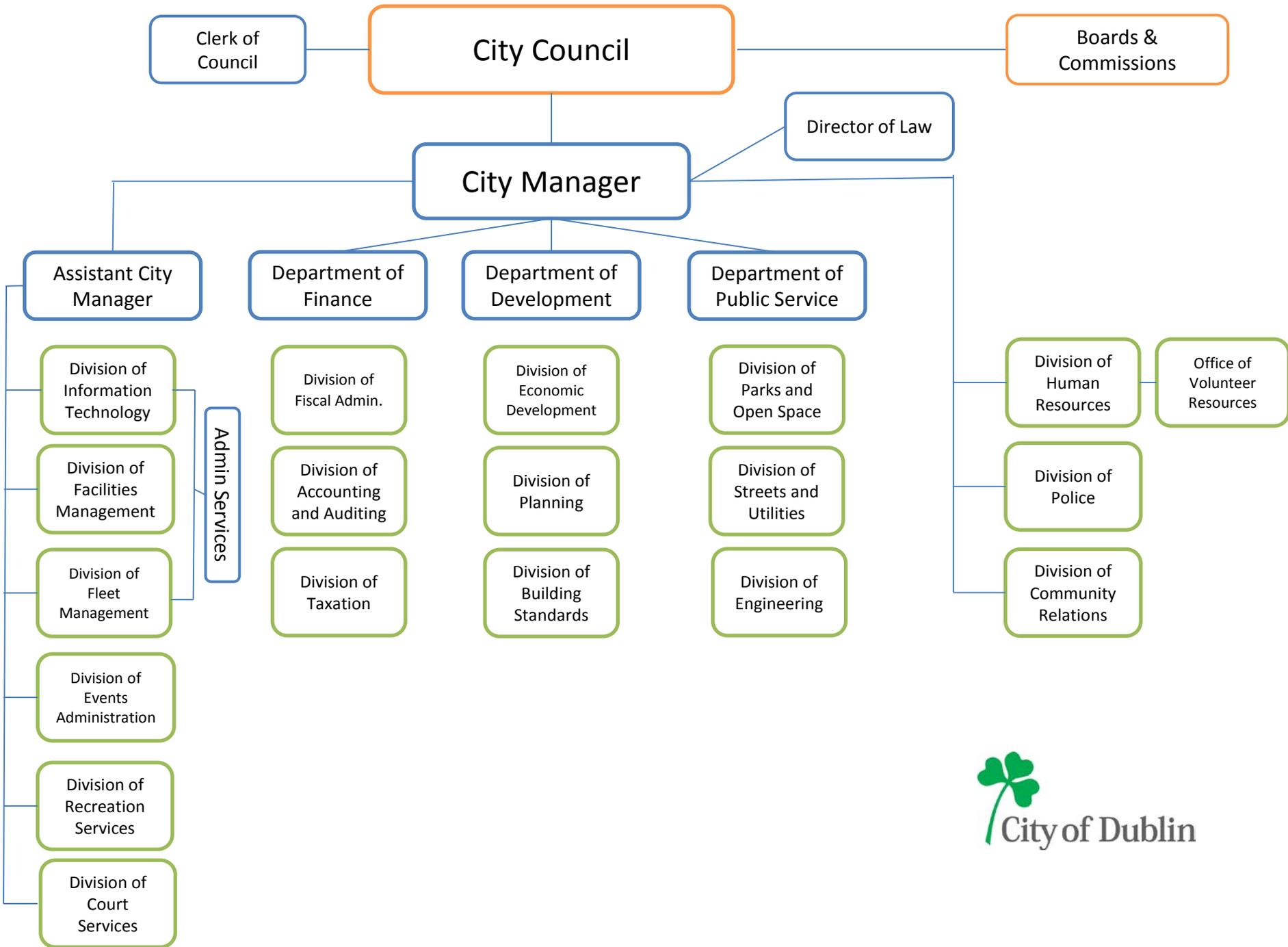
# Council-Manager Form of Government

- 1908 - Staunton, Virginia
- 1912 - Sumter, S.C. – first with Charter
- 1914 - Dayton first large city
- 3,400 communities, 370 counties in U.S.
- Each year - 44 gain the form, two lose the form



# City Services & Structure

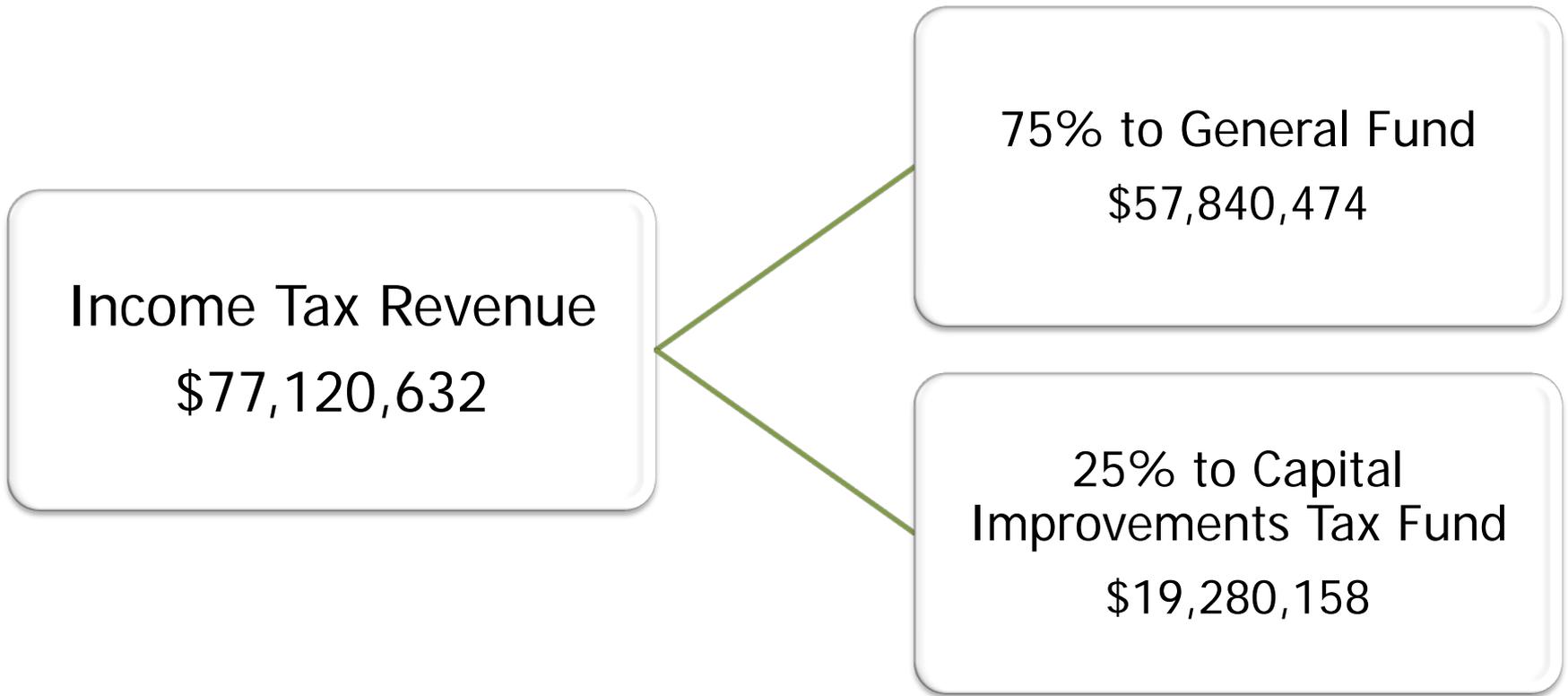




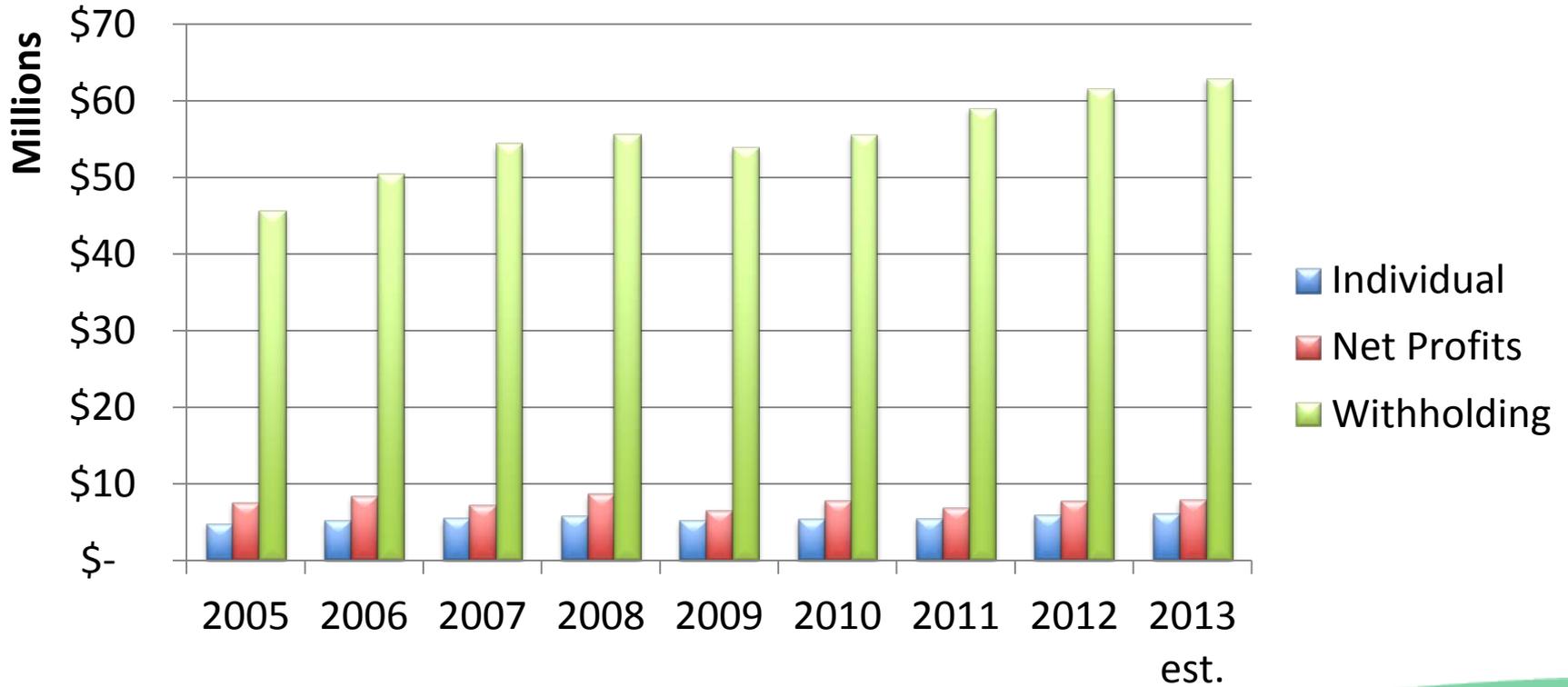
# General Financial Information



# 2013 Revised Income Tax Revenue Estimate



# Income Tax Distribution



# General Fund Balance Compared to General Fund Expenditures

|      | <b>Year-End Balance</b> | <b>Expenditures</b> | <b>Percent</b> |
|------|-------------------------|---------------------|----------------|
| 2005 | \$27,189,428            | \$43,473,342        | 62.54%         |
| 2006 | \$26,735,637            | \$44,855,718        | 59.60%         |
| 2007 | \$28,077,833            | \$50,773,511        | 55.30%         |
| 2008 | \$31,626,245            | \$52,882,620        | 59.80%         |
| 2009 | \$34,773,949            | \$53,605,030        | 64.87%         |
| 2010 | \$39,926,471            | \$52,580,723        | 75.93%         |
| 2011 | \$45,001,134            | \$54,349,386        | 82.8%          |
| 2012 | \$52,039,415            | \$56,242,629        | 92.5%          |

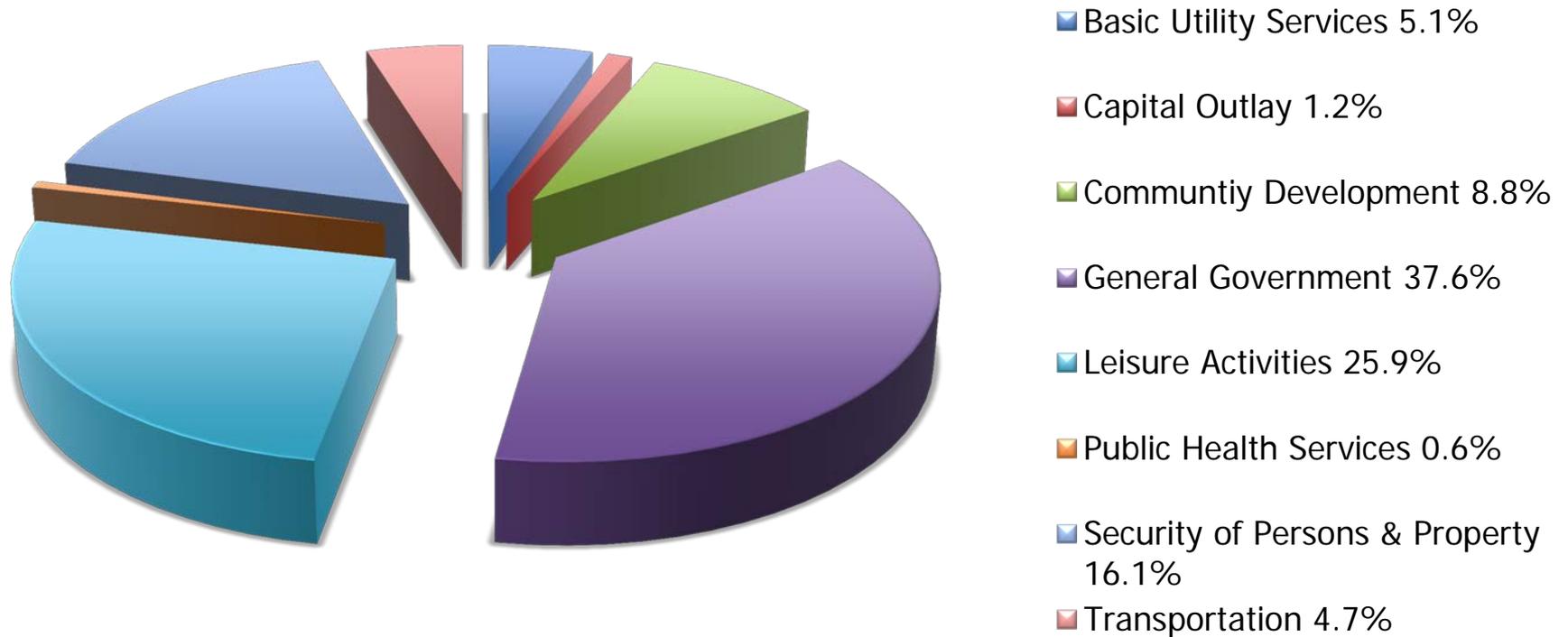


# 2013 Operating Budget

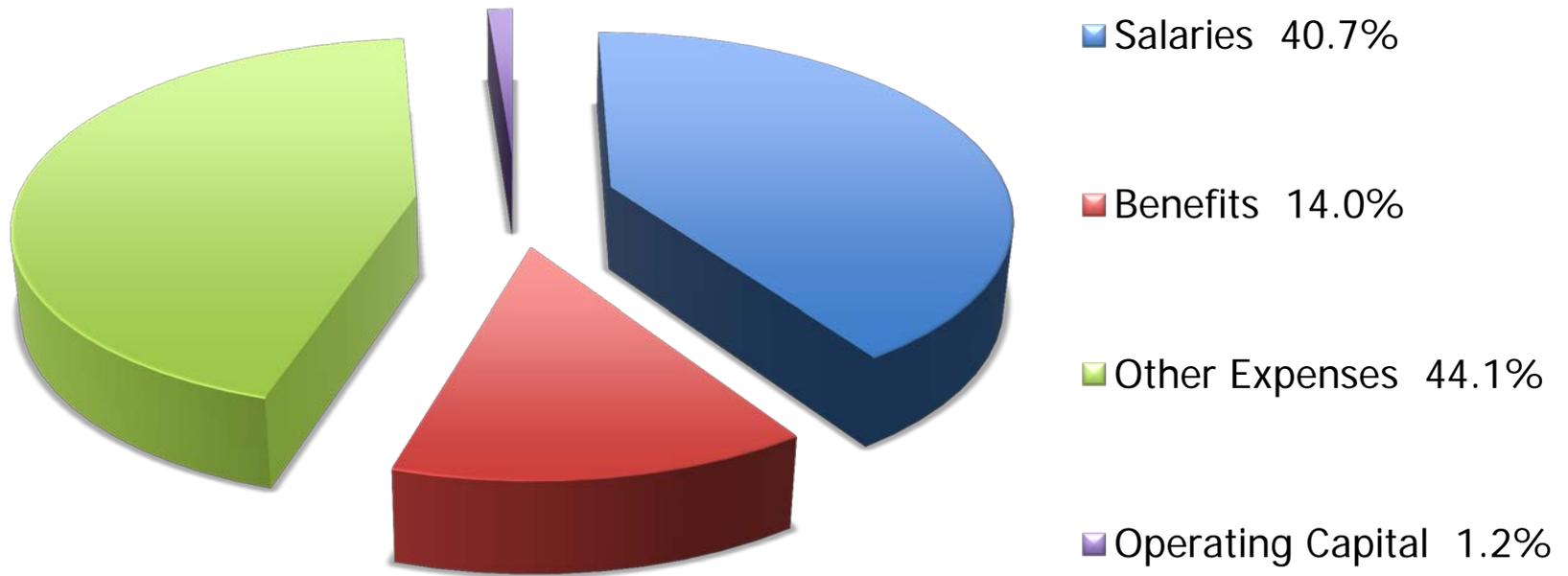
Total = \$71,017,550



# Operating Expenditures by Function - \$71,017,550



## Operating Expenditures by Type - \$71,017,550

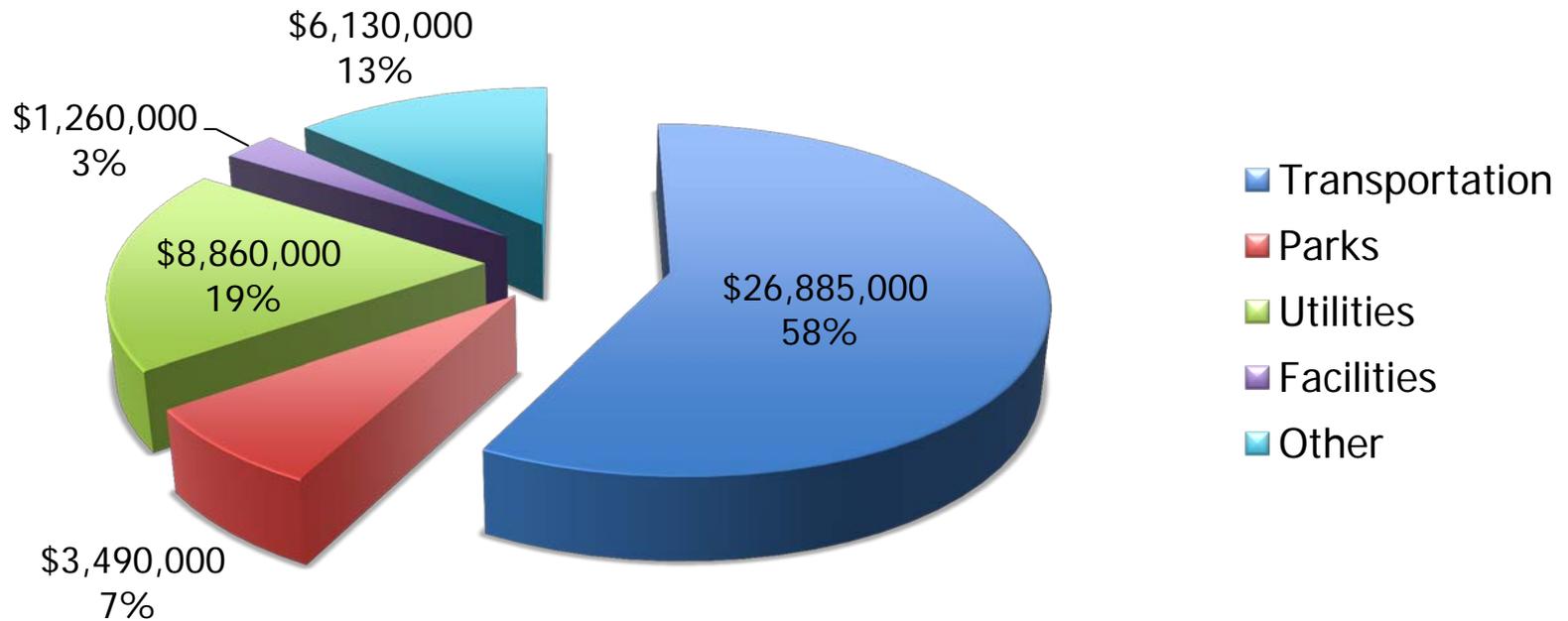


# 2014 – 2018 Capital Improvements Program (CIP)

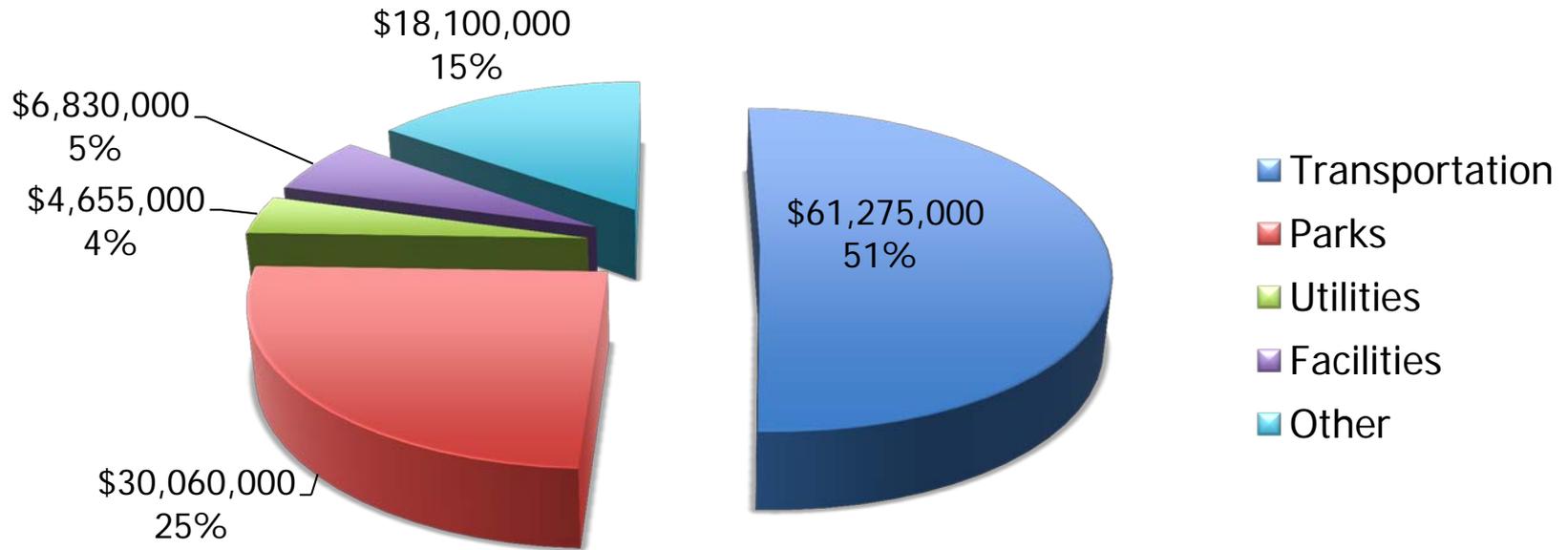
Total = \$167,545,000



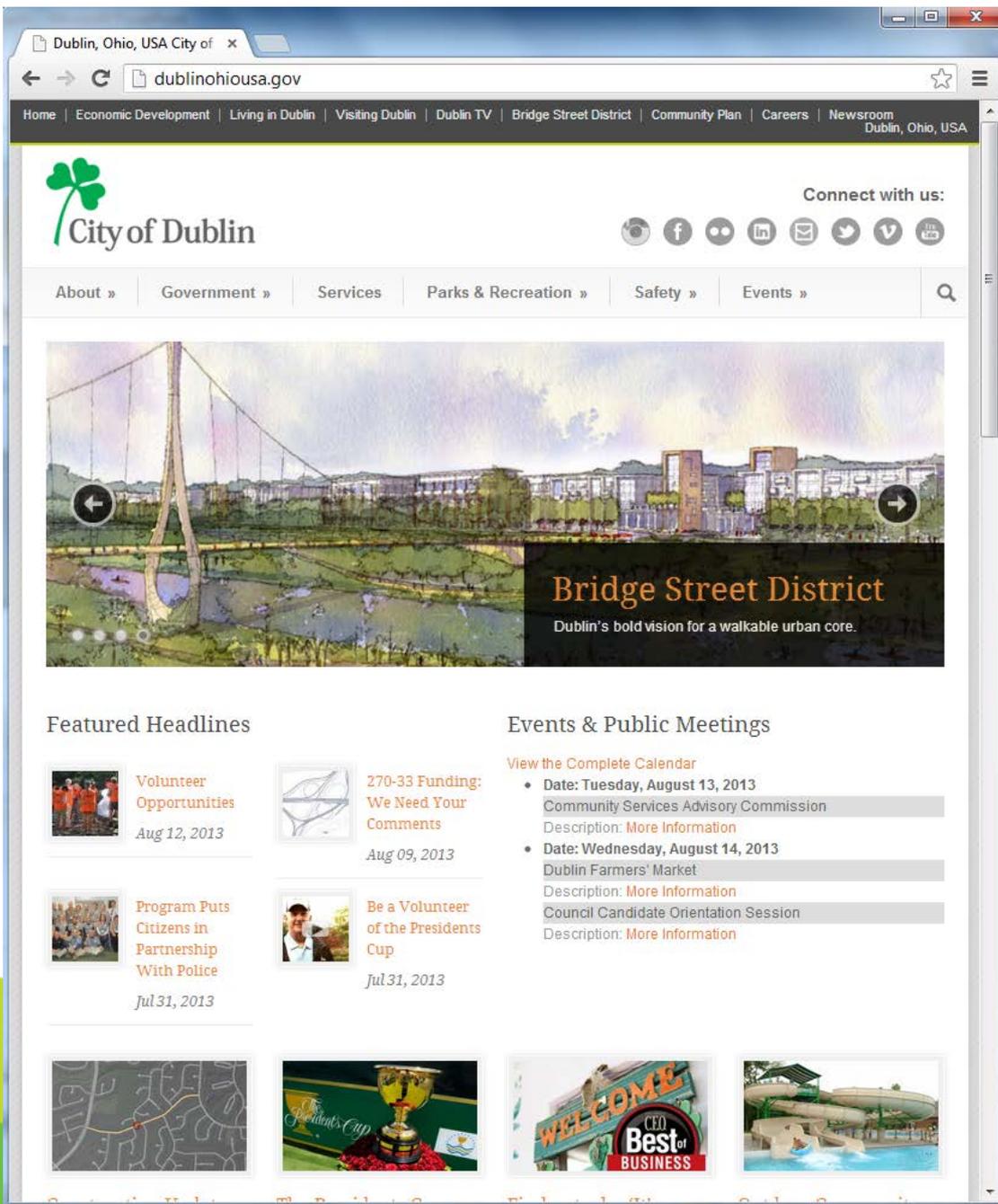
# Proposed Projects by Category – Non-major \$46,625,000



# Funded Projects by Category – Major \$120,920,000



# Candidate Resources



# City Webpage

[www.dublinohiousa.gov](http://www.dublinohiousa.gov)



Dublin, Ohio, USA Dublin x  
dublinohiousa.gov/dublin-city-council/

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### Dublin City Council



**Standing:** Rick Gerber, John Reiner, Marilee Chinnici-Zuercher, Cathy A. Boring, Michael H. Keenan  
**Sitting:** Mayor Tim Lecklider, Vice Mayor Amy Salay

The Council is comprised of seven members – three elected at large and four elected from each of the four wards of Dublin. All Council members serve a term of four years. As Dublin's governing body, City Council adopts policies and passes legislation, establishes City goals and oversees and approves the annual budget. **City Manager Marsha Grigsby** is responsible for day-to-day administration and operations.

#### 2013 Dublin City Council Meeting Schedule

Aug 05, 2013 0 Comment

Dublin City Council will meet on the second and fourth Mondays of each month. Meetings will be held at 7 p.m. at City Hall, 5200 Emerald Parkway

#### Dublin City Council

- > 2013 Meeting Schedule
- > Watch Meetings
- > Council Goals
- > Member Profile & Assignments
- > Structure & Rules of Order
- > Legislative Procedure
- > Citizen Participation at Council Meetings
- > Voting Wards
- > Search Archived Legislation and Meeting Minutes
- > Contact City Council

#### Contact the Clerk of Council

**City Hall**  
5200 Emerald Parkway  
Dublin, Ohio 43017

**Phone:**  
614.410.4436

**Fax**  
614.761.6590

# City Council Webpage

<http://dublinohiousa.gov/dublin-city-council/>



# City Candidate Orientation Webpage

<http://dublinohiousa.gov/candidate-orientation>



# Dublin's Campaign Finance Law and Ohio Public Records Law

- Campaign Contribution Limits § 31.07
  - Contribution limitation § 31.07(A)
    - \$150 per calendar year per candidate for ward Council member.
    - \$250 per calendar year per candidate for at-large Council member.
  - Contribution definition § 31.07(C)
    - Any money, loan, gift, deposit, forgiveness of indebtedness, donation, advance, payment, or transfer of funds or anything of value, which contribution is received for the purpose of influencing the results of an election.
  - Candidate resources § 31.07(E)
    - Limitations do not apply to candidate's own resources.



- Campaign Finance Disclosure

- Deadlines for candidate disclosure statements § 31.08(E)
  - By 4:00 p.m. on the Friday, 32 days before the date of the election, each contribution and each expenditure as of the date and time of the filing – *October 4, 2013*;
  - By 4:00 p.m. on the Friday, 11 days before the date of the election, each contribution and each expenditure as of the date and time of the filing – *October 25, 2013*;
  - By 4:00 p.m. on the Friday, 38 days after the date of the election, each contribution and each expenditure as of the date and time of the filing – *December 13, 2013*.
    - Statements filed in addition to any other provisions of state law.



- Campaign Finance Enforcement

- Contribution limit penalties *§ 31.09(A)*

- Any candidate or person who fails to comply with the contribution limits is guilty of a third degree misdemeanor and shall be fined not more than three times the amount accepted.
- An organization shall be fined not more than three times the amount contributed.

- Return of contribution *§ 31.09(B)*

- Excess contribution shall not be considered to have been solicited or accepted by candidate and the organization will not be liable if excess contribution returned to sources within five business days of receipt.

- Candidate disclosure statement penalties *§ 31.09(C)*

- Candidate who fails to file disclosure statement, knowingly files inaccurate information, or fails to provide required information is guilty of a fourth degree misdemeanor.



# Ohio Public Records Law

- Any person may request to inspect or obtain copies of public records from a public office that keeps those records.
- A public office must organize and maintain its public records in a manner that meets its duty to respond to public records requests, and must keep a copy of its records retention schedule at a location readily available to the public.
- When it receives a proper public records request, and unless part or all of a record is exempt from release, a public office must provide inspection of the requested records promptly and at no cost, or provide copies at cost within a reasonable time.



# Other Relevant Laws



- **General Rules**
- Treasurer Duties
  - Candidate, treasurer, and any appointed deputy treasurer are legally responsible for campaign finance reporting requirements.
  - Treasurer is appointed by the candidate and is responsible for keeping detailed records of everything received, given, or expended.
  - Treasurer may appoint one or more deputy treasurers for assistance.
  - Each report must contain statement that the report is complete and accurate.



- Permissible Campaign Expenses

- Use of campaign funds for personal or business expense purposes is prohibited.
- Expenditures made by a campaign committee must be for: influencing the result of an election, a campaign expense, the candidate's duties of public office, or making a charitable contribution.



- Disclaimers

- What is a Disclaimer R.C. 3517.105, 3517.20; OEC Adv. 96ELC-10 and 2012ELC-04

- A disclaimer is the portion of a political message that identifies the name and address of the person or entity that paid for the item on which the disclaimer appears.
- A readable disclaimer must appear on almost everything that is created in an attempt to influence an election.
- However, individuals acting alone to disseminate material and certain political action committees limited in size and the amount of their expenditure are not required to include a disclaimer. Candidates are not considered individuals for this purpose.



- ## False Statements

- Statements or information that are not true may not be included within a political communication.
- Candidates should not use wording that would lead a person to believe that the candidate is the incumbent or has been elected to the same office if that is not true.



# Campaign Sign Laws

# Political Signs



**Steve Langworthy**  
Director of Planning  
[slangworthy@dublin.oh.us](mailto:slangworthy@dublin.oh.us)



# SECTION 153.157

## Political Signs: Regulations



Limited to 3 colors

No larger than 6 square feet

36 inches



### Other Requirements

- Not create a hazard to vehicles or pedestrians
- Not move or have the appearance of movement



# SECTION 153.157

## Political Signs: Regulations

City of Dublin Zoning Code

Title XV: Land Usage

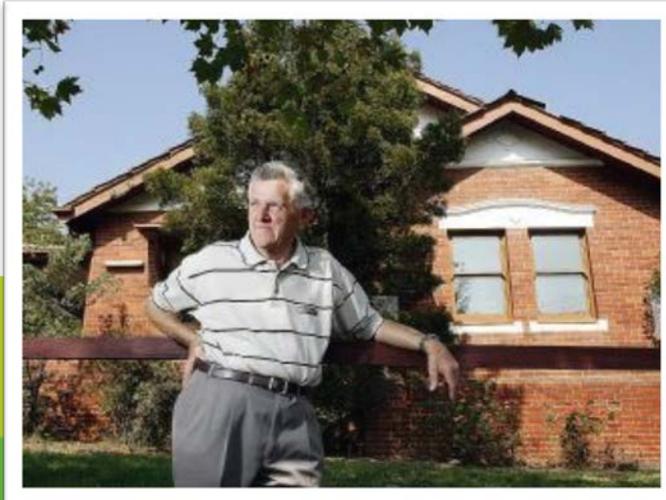
|              |                         |
|--------------|-------------------------|
| Chapter 150. | Building Regulations    |
| Chapter 151. | Flood Control           |
| Chapter 152. | Subdivision Regulations |
| Chapter 153. | Zoning Regulations      |
|              | Appendices              |

Presented by UCT Staff Member Steve Longmire



Cannot be placed on any utility box, pole, tree, or other natural object

Cannot be placed within any street right-of-way



Must have permission of property owner (cannot be placed on City property)



# Guidelines for Placement



Sidewalk present:  
Edge of pavement  
to 12 inches outside  
the sidewalk



City property: signs not  
permitted



# Guidelines for Placement



- No sidewalk present: Edge of pavement to landmarks, e.g. telephone poles, fire hydrants.
- These are generally near the edge of the right-of-way.



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- No sidewalk present: Edge of pavement to landmarks, e.g. telephone poles, fire hydrants.
- These are generally near the edge of the right-of-way.

- **All signs must be out of the public right-of-way (ROW).**



# Guidelines for Placement

- **Prohibited Locations**



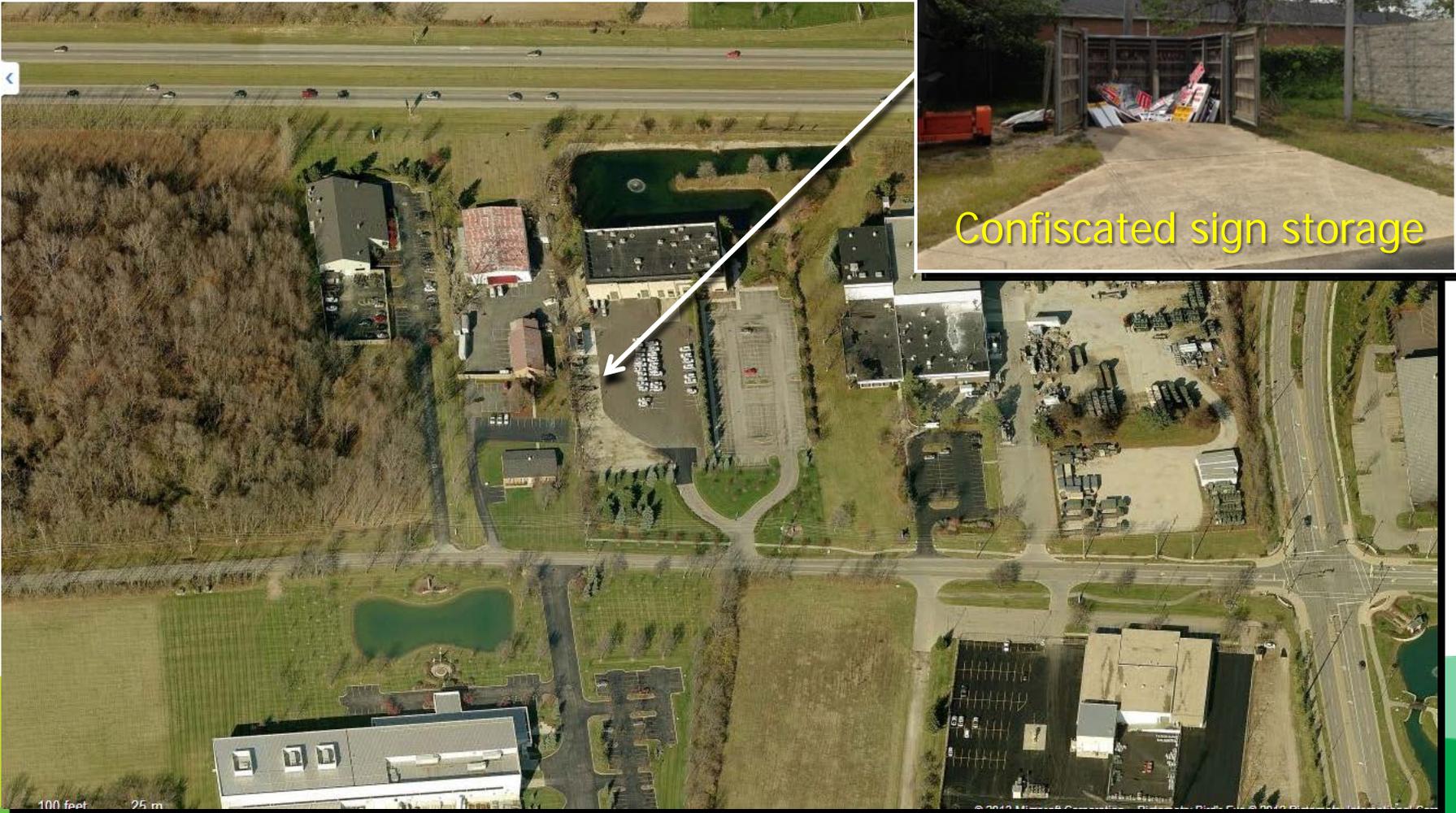
# Signs not properly placed will be removed



For those signs on private property not meeting these requirements, the property owner will receive a violation notice



To retrieve confiscated signs, contact  
Dublin Planning  
5800 Shier Rings Road  
410-4600



# Question and Answer Session

# Closing Remarks

Thank you for your attendance!

