

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



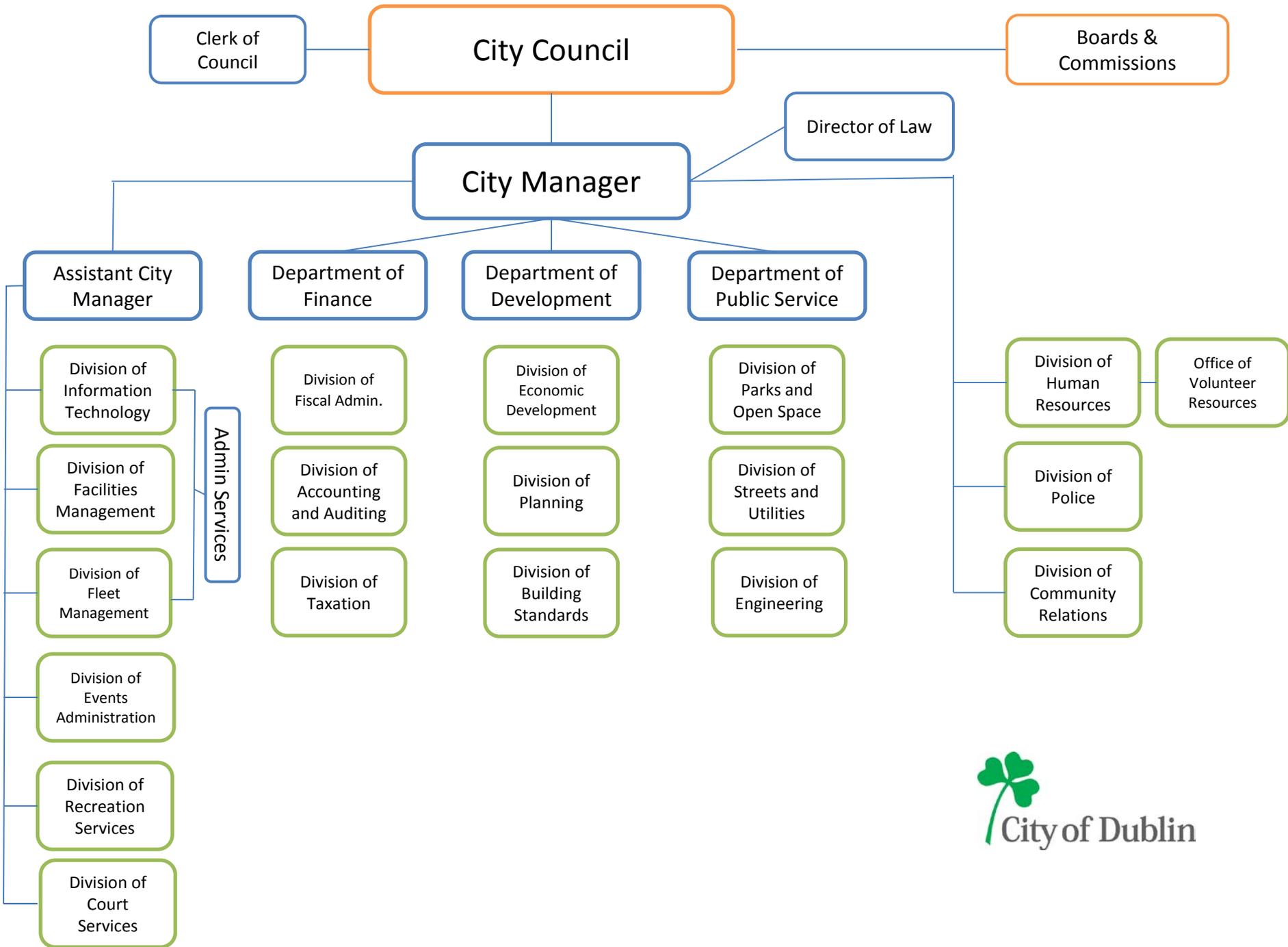
Council-Manager Form of Government

- 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

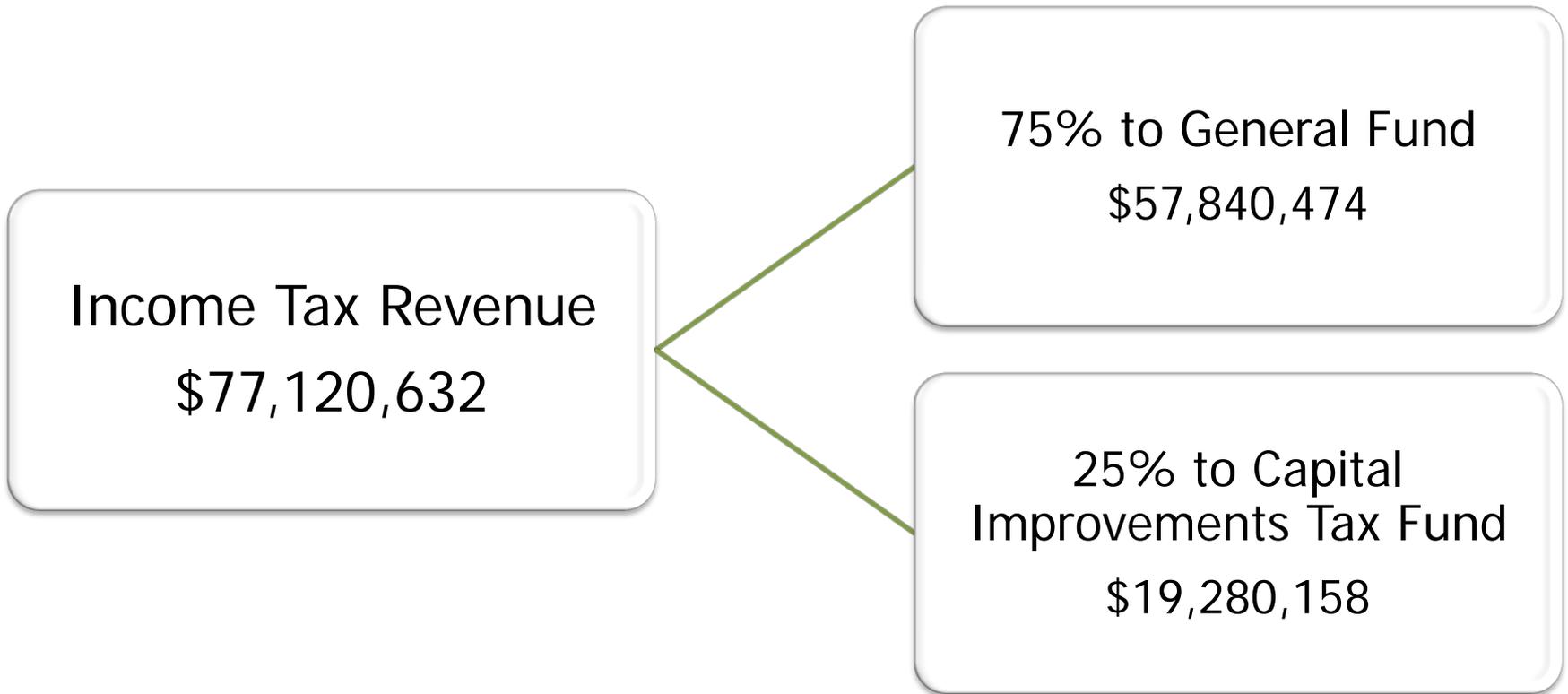




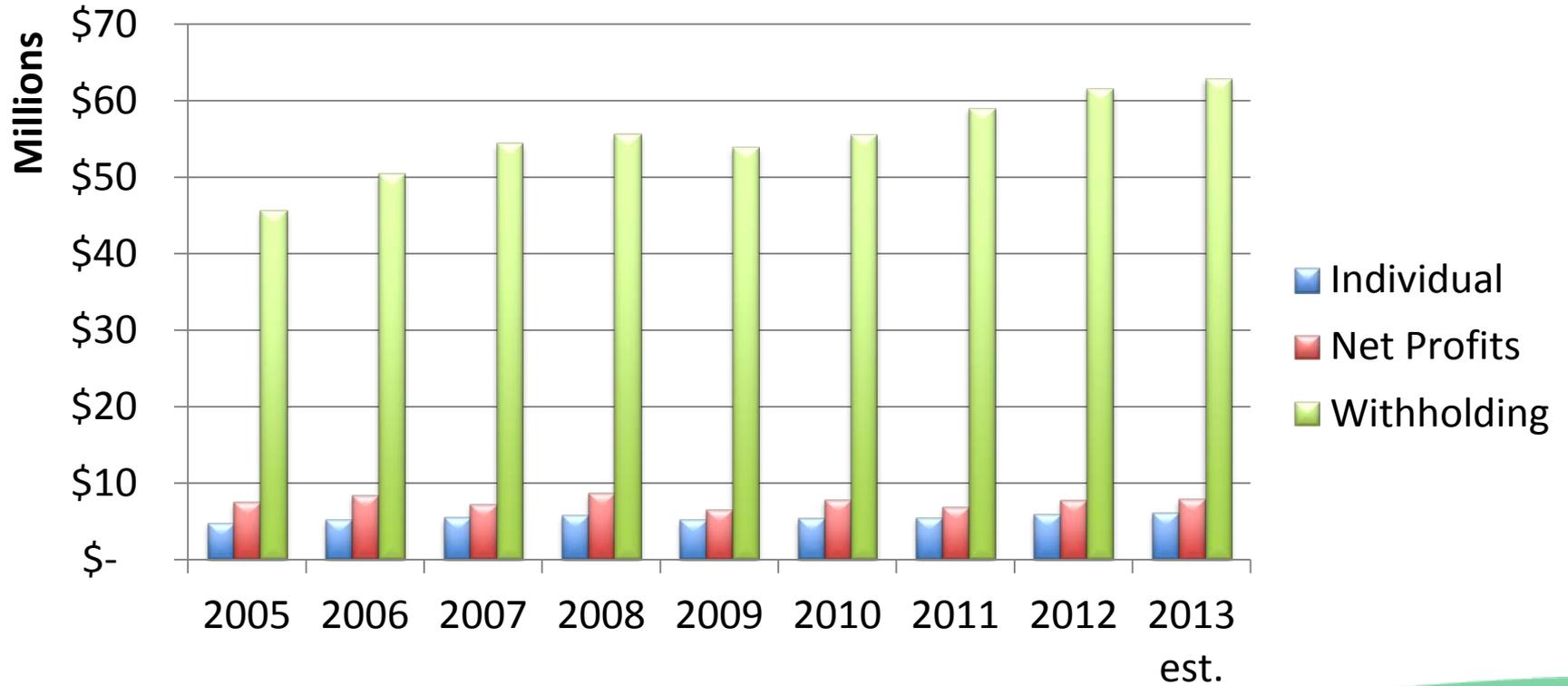
General Financial Information



2013 Revised Income Tax Revenue Estimate



Income Tax Distribution



General Fund Balance Compared to General Fund Expenditures

| | Year-End Balance | Expenditures | Percent |
|------|-------------------------|---------------------|----------------|
| 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% |

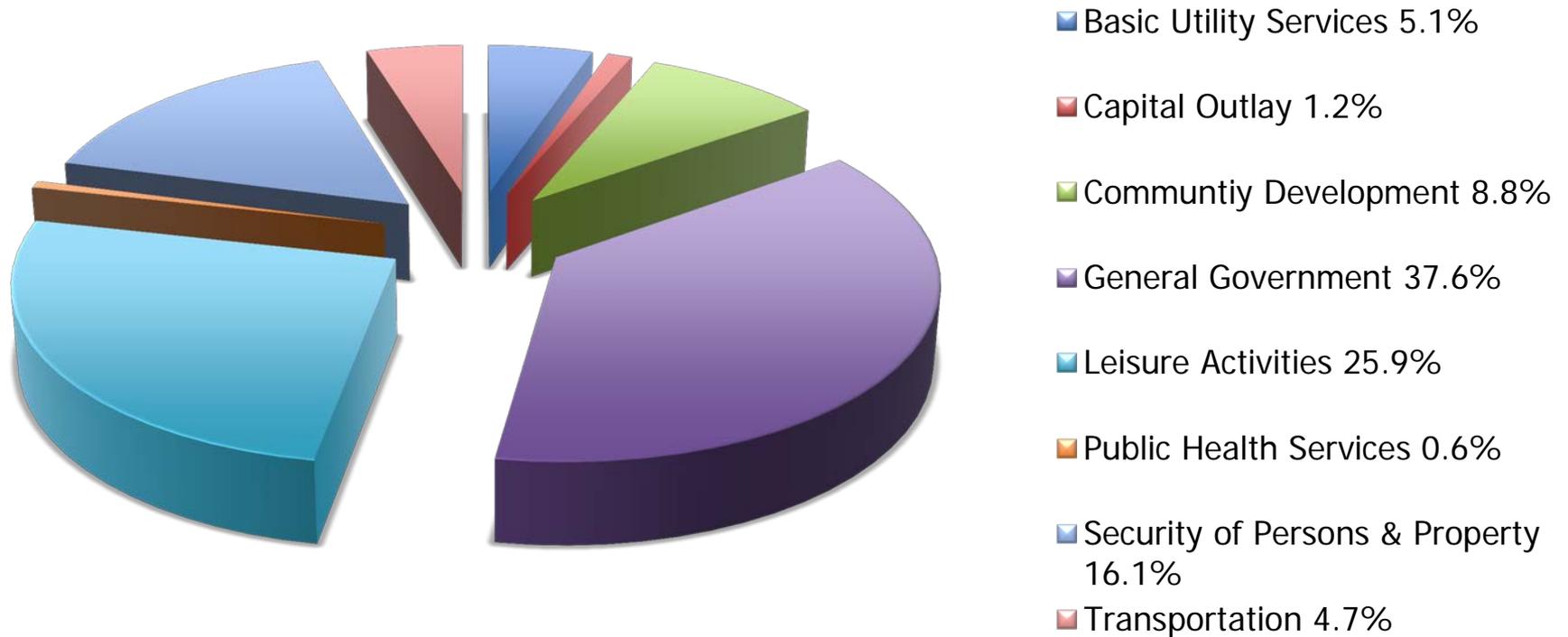


2013 Operating Budget

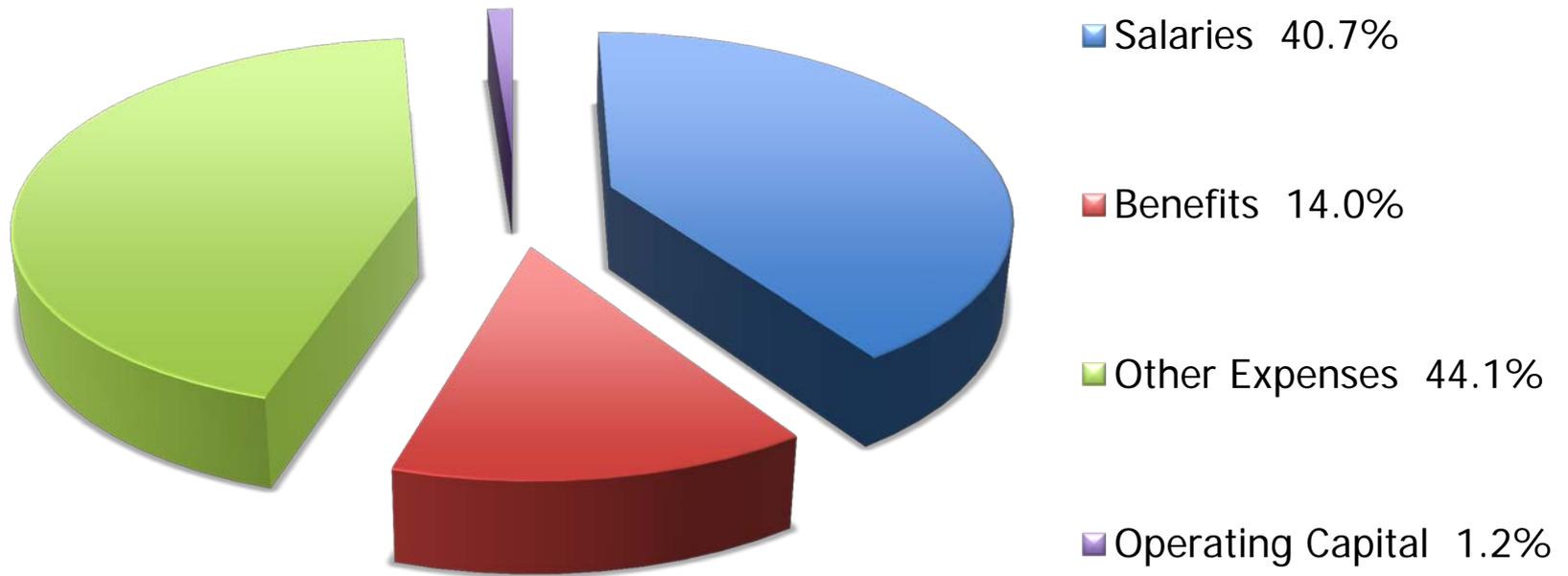
Total = \$71,017,550



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



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

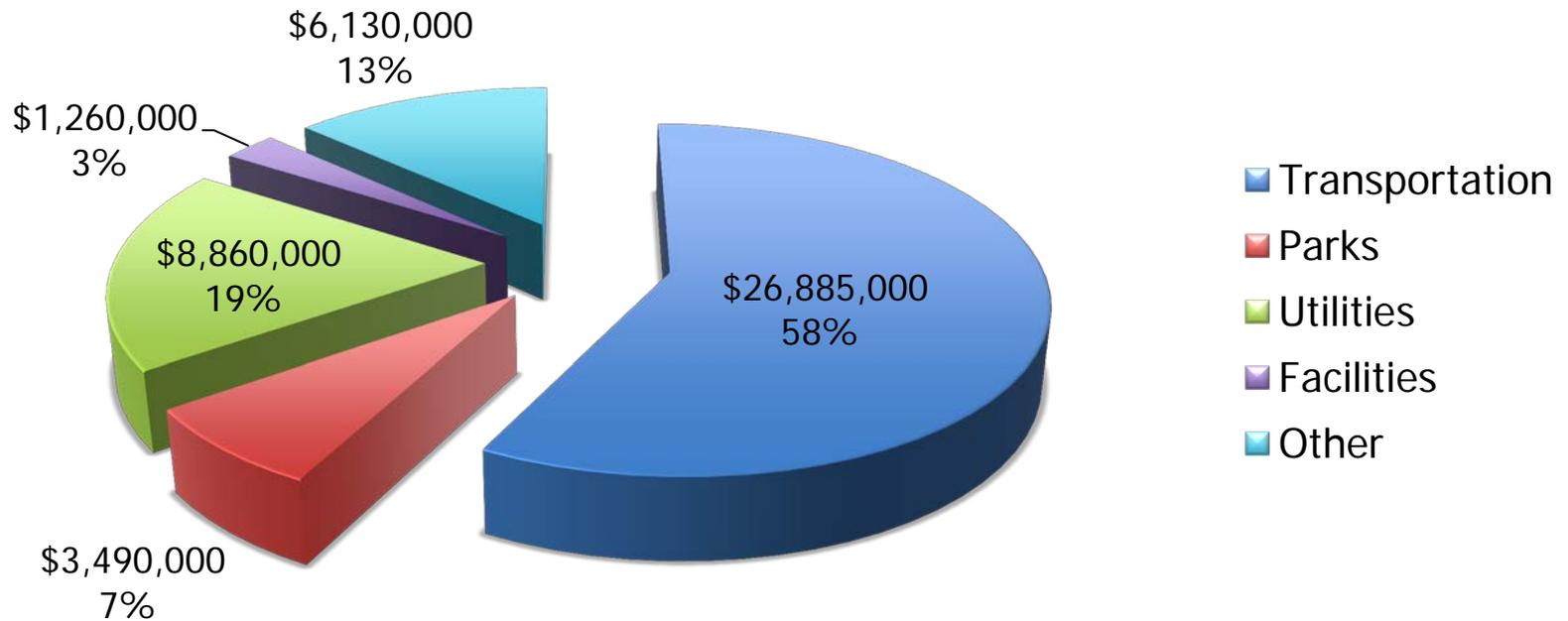


2014 – 2018 Capital Improvements Program (CIP)

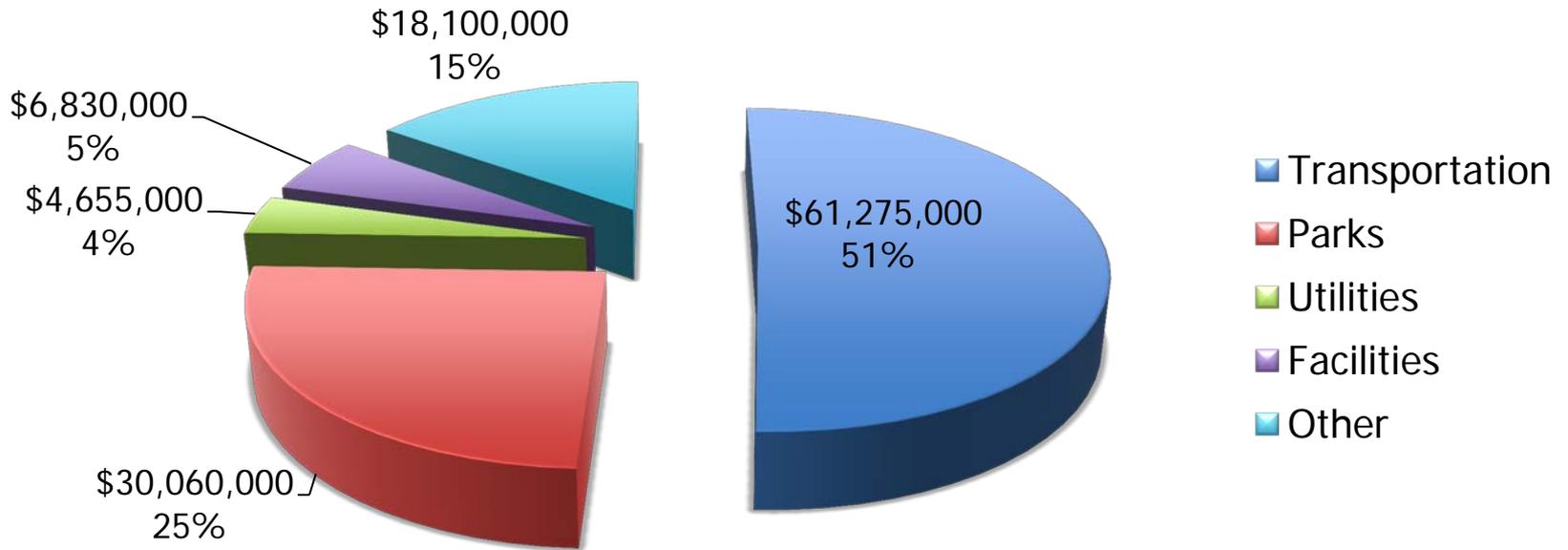
Total = \$167,545,000



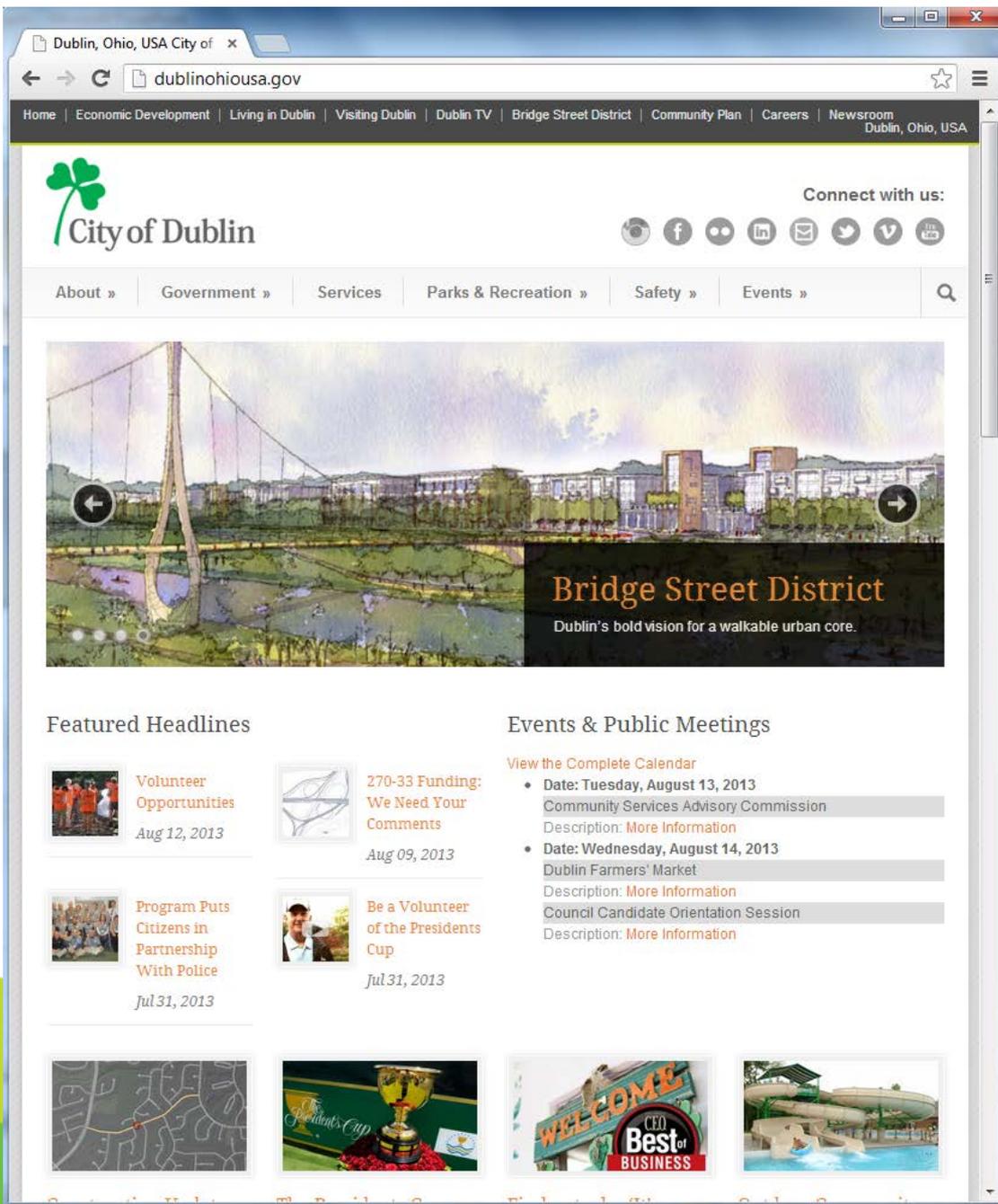
Proposed Projects by Category – Non-major \$46,625,000



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



Candidate Resources



City Webpage

www.dublinohiousa.gov



Dublin, Ohio, USA Dublin x

dublinohiousa.gov/dublin-city-council/

Home | Economic Development | Living in Dublin | Visiting Dublin | Dublin TV | Bridge Street District | Community Plan | Careers | Newsroom
Dublin, Ohio, USA



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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;
 - 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;
 - 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.
 - 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.



Ohio Public Records Law Cont.

- A requester does not have to provide a reason for wanting records, provide his or her name, or make the request in writing.
- The request must be clear and specific enough for the public office to reasonably identify what public records the requester seeks.
- There are a number of laws that protect certain records by requiring or permitting a public office to withhold them from public release.
 - Where a public office invokes one of these exceptions, the office may only withhold a record or part of a record clearly covered by the exception, and must tell the requester what legal authority it is relying on to withhold the record.



- Public Records Defined R.C. 149.43(A)(1) & 149.011(A)
- The Ohio Public Records Act applies only to records kept by any state agency, public institution, political subdivision, or other organized body, office, agency, institution, or entity established by the laws of this state for the exercise of any function of government.
- “Records” include any document, device, or item, regardless of physical form or characteristic, including an electronic record as defined in R.C. 1306.01, created or received by or coming under the jurisdiction of any public office of the state or its political subdivisions, which serves to document the organization, functions, policies, decisions, procedures, operations, or other activities of the office. R.C. 149.011(G)



Other Relevant Laws



- ## General Rules

- ### Treasurer Duties and Liability

- 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.
- Whoever commits election falsification is guilty of a fifth degree felony.
- Cover page of every report filed must be signed by treasurer or deputy treasurer.
- Accurate records of all activity must be retained for six years.



• 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.
- No beneficiary, i.e. the candidate, of a campaign fund shall convert campaign funds for personal use, except as reimbursement for:
 - Legitimate and verifiable prior campaign expenses originally paid from personal funds.
 - Legitimate, verifiable, ordinary, and necessary expenses incurred by beneficiary while:
 - Engaged in activities to support or oppose another candidate, political party, or issue.
 - Raising funds for, or participating in activities of, a political party or other political committee.
 - Attending a political party convention or meeting.
- Expenses must be reasonable in cost and form.



- # 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.
 - Personal correspondence that is not reproduced for distribution does not need a disclaimer.
 - Political parties do not need to include addresses as part of their disclaimer.
 - Candidate campaign committees do not need to include address or officer information.



- **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.



- Ohio Campaign Finance Law Penalties
- Failure to place a disclaimer on a political communication of R.C. 3517.20 is a fine of not more than \$500. R.C. 3517.992(U)
- Failure to file a complete and accurate report required by a candidate's campaign committee in violation of R.C. 3517.13(A) is a fine of not more than \$100 per day. R.C. 3517.992(A)(1)
- Failure to file a complete and accurate report required by a political party or PAC in violation of R.C. 3517.13(A) is a fine of not more than \$100 per day. R.C. 3517.992 (A)(2)



Campaign Sign Laws

Political Signs



Steve Langworthy
Director of Planning
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 on public property (ROW) not properly placed will be removed



- For 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



Confiscated sign storage



Question and Answer Session

Closing Remarks

Thank you for your attendance!

