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MEMORANDUM

City Manager's Office

Date: June 10, 2026

To: Council President Steinhebel and City Council
From: Julie Fisher, City Recorder
Subject: Proposed Operation Levy for Municipal Jail Informational Flier

Background

At the May 13, 2026, City Council Work Session, staff presented two draft versions of an informational flier regarding the proposed municipal jail operations levy anticipated to appear on the November 2026 ballot. Following Council discussion, the consensus of the Council was to proceed with a simplified one-page flier that includes a QR code directing residents to the City's website for additional factual information regarding the proposed levy, municipal jail operations, and related financial information. Consistent with Council direction, staff revised the flier and prepared corresponding website content intended to provide objective and factual information to the community. The materials are designed to:

- Explain the purpose of the proposed levy;
- Provide general information regarding municipal jail operations and associated costs; and
- Direct residents to the City's website for additional informational resources.

To help ensure compliance with Oregon election law, staff submitted the proposed informational flier to the Oregon Secretary of State Elections Division for review regarding compliance with ORS 260.432 and OAR 165-013-0030 concerning the use of public resources related to ballot measures. The Elections Division provided suggested revisions in a track changes draft, which has been incorporated into the attached version for Council consideration.

Staff is requesting Council approval of:

1. The revised one-page informational flier; and
2. The related informational content for publication on the City's website.

Upon approval, staff will finalize the materials for distribution and publication.

RECOMMENDATION

Staff recommends that the City Council approve the informational flier and related website information regarding the proposed municipal jail operations levy.

MOTION

"I move to approve the informational flier and related factual informational content for publication on the City's website regarding the proposed municipal jail operations levy, as presented by staff."