

# Notice of Measure Election

SEL 802

City

Referred to the Voters by the City Council

rev 01/16 ORS 250.035, 250.041,  
250.275, 250.285, 254.095, 254.465

Notice		
<b>Date of Notice</b> August 22, 2016	<b>Name of City or Cities</b> City of Sherwood	<b>Date of Election</b> November 8, 2016

**Final Ballot Title** The following is the final ballot title of the measure to be submitted to the city's voters. The ballot title notice has been published and the ballot title challenge process has been completed.

**Caption** 10 words which reasonably identifies the subject of the measure.  
Revision to Sherwood Charter Regarding City Recorder Reporting Structure

**Question** 20 words which plainly phrases the chief purpose of the measure.  
Shall the charter be amended such that the City Recorder reports to the City Manager?

**Summary** 175 words which concisely and impartially summarizes the measure and its major effect.  
This measure was referred to the voters by the City Council. It amends Section 34 of the charter such that the City Recorder would report to the City Manager, rather than reporting to the City Council as is the case with the current charter language. If approved, it would take effect January 1, 2017.  
Section 34 would read as follows:  
(a) The office of city recorder is established as the council clerk, city custodian of records and city elections official. The recorder must attend all council meetings unless excused by the City Manager.  
(b) The City Manager must appoint and may remove the recorder. The appointment must be made without regard to political considerations and solely on the basis of education and experience.  
(c) When the recorder is temporarily disabled from acting as recorder or when the office becomes vacant, the City Manager must appoint a recorder pro tem. The recorder pro tem has the authority and duties of the recorder.

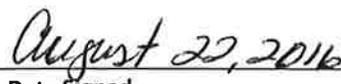
**Explanatory Statement** 500 words that impartially explains the measure and its effect.  
If the county is producing a voters' pamphlet an explanatory statement must be drafted and attached to this form for:  
→ any measure referred by the city governing body; or  
→ any initiative or referendum, if required by local ordinance.  
**Explanatory Statement Attached?**  Yes  No

**Authorized City Official** Not required to be notarized.

<b>Name</b> Sylvia Murphy	<b>Title</b> City Recorder/Elections Official
<b>Mailing Address</b> 22560 SW Pine Street, Sherwood, OR 97140	<b>Contact Phone</b> 503-625-4246

*By signing this document:*  
→ I hereby state that I am authorized by the city to submit this Notice of Measure Election; and  
→ I certify that notice of receipt of ballot title has been published and the ballot title challenge process for this measure completed.

  
Signature

  
Date Signed

### Measure Explanatory Statement for County Voters' Pamphlet

**Important! Please read all instructions before completing this form.** This form is to be used when filing a 'Measure Explanatory Statement for County Voters' Pamphlet' with your County Elections office. If a local government is located in more than one county, the county clerk of the county in which the city hall of the city or the administrative office of the local government is located shall be the filing officer for the 'Measure Explanatory Statement for County Voters' Pamphlet'.

#### Filing Information

Election:  Primary 20\_\_\_\_  General 20<sup>16</sup>\_\_\_\_  Special\_\_\_\_ Measure # 34-259

#### Ballot Title Caption

Revision to Sherwood Charter Regarding City Recorder Reporting Structure

Name of Person responsible for content of 'Explanatory Statement' (as it should appear in the Voters' Pamphlet):

Sylvia Murphy, City Recorder/Elections Official

Name of Jurisdiction/Organization Person is authorized to represent (as it should appear in the Voters' Pamphlet):

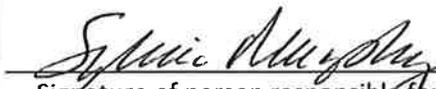
City of Sherwood

#### CONTACT INFORMATION

Phone: Cell: \_\_\_\_\_ Work: (503) 625-4246 Home: \_\_\_\_\_

E-Mail: murphys@sherwoodoregon.gov

#### SIGNATURE

  
Signature of person responsible for content of 'Explanatory Statement'

August 22, 2016  
Date

#### MEASURE EXPLANATORY STATEMENT

See attached for 'Measure Explanatory Statement' (500 word/number MAX).

#### For Office Use only:

County: WA

Signed?  Yes  No

'Measure Explanatory Statement' attached?

Yes  No

Intake Staff Initials:

AB

Word Count (500 max):

Digital copy?  Yes  No

Review Staff Initials:

**Exhibit 2  
Explanatory Statement**

The Oregon Constitution gives city voters the right to adopt, amend, and revise the City Charter. The Sherwood City Council met several times in open public meetings to discuss a number of possible amendments to the City Charter, and determined to refer this measure proposing a charter amendment to the voters.

This measure would amend Section 34 of the City Charter such that the City Recorder would report to the City Manager, rather than reporting to the City Council as is the case with the current charter language. In considering this amendment, the City Council reviewed the City Recorder reporting structure in other area cities and found that, in most cases, the City Recorder reports to the City Manager.

Section 34 would read in its entirety (with added language shown in underline and removed language shown in ~~strikethrough~~):

(a) The office of city recorder is established as the council clerk, city custodian of records and city elections official. The recorder must attend all council meetings unless excused by the ~~mayer or council~~City Manager.

(b) ~~A majority of the council~~The City Manager must appoint and may remove the recorder. The appointment must be made without regard to political considerations and solely on the basis of education and experience.

(c) When the recorder is temporarily disabled from acting as recorder or when the office becomes vacant, the ~~council~~City Manager must appoint a recorder pro tem. The recorder pro tem has the authority and duties of the recorder.

If approved by voters, this measure would take effect January 1, 2017.