

# **Joint Public Hearing/Property Tax Request Act** **(Sections 77-1630 to 77-1634 of the Nebraska Revised Statutes)**

## **Recommended Checklist/Script for Facilitator of Joint Public Hearing**

### **1. WELCOME/REQUEST FOR CIVILITY:**

Thank you for taking time to attend this hearing which shall be conducted pursuant to the requirements established by the Legislature in the **Property Tax Request Act**. Like any public hearing or gathering, thank you for participating with CIVILITY and RESPECT for everyone attending this hearing. Representatives of any political subdivision presenting the information required by statute will be introduced right before their presentation. Before asking our designated representative(s) to do so, I want to outline the statutory requirements and expectations for this joint hearing.

### **2. SIGN-IN SHEET FOR ALL ATTENDEES, INCLUDING ELECTED OFFICIALS:**

Everyone attending this joint hearing, including elected officials, must sign the sheet located by the entrance to the room. The County Clerk, or his or her designee, is required by statute to prepare a report which includes the number of individuals who signed in to attend the joint public hearing. On the sign-in sheet, please print and complete all columns so our record is complete.

### **3. NEW REQUIREMENT FOR AN ELECTED OFFICIAL FROM EACH PARTICIPATING POLITICAL SUBDIVISION TO ATTEND:**

New to the law this year is a requirement that at least one elected official from each participating political subdivision shall attend this joint public hearing. The elected official needs to be present in the room but may not be the designated representative making the presentation on behalf of the political subdivision. Although a quorum of a governing body may be present at this joint hearing, this will not constitute a meeting subject to the provisions of the Open Meetings Act. If there is a quorum of the governing body present, no business may be conducted by the governing body at this hearing.

### **4. PURPOSE OF JOINT PUBLIC HEARING IS NOT TO PROTEST VALUATIONS:**

**As required by Section 77-1633, “there shall be no items on the agenda (at this joint public hearing) other than discussion on each political subdivision’s intent to increase its property tax request by more than the allowable growth percentage.” The purpose of this hearing is NOT to discuss property valuation or anything else. There already were opportunities to protest or discuss property valuations.** For those interested in more details about any political subdivision’s budget, it is important to attend the budget hearing of the political subdivision. Budget

hearings by political subdivisions provide significant TRANSPARENCY and important information as required by the **Nebraska Budget Act** which has been in effect for decades.

**5. ANNOUNCE THAT PUBLIC COMMENT WILL BE AFTER PRESENTATIONS BY POLITICAL SUBDIVISIONS:**

Following presentations by the representative of each political subdivision on the panel, any member of the public will be allowed to speak for a designated period of time.

**6. INTRODUCTION AND PRESENTATIONS BY DESIGNATED REPRESENTATIVES OF POLITICAL SUBDIVISIONS:**

As provided in Section 77-1633, I now ask the designated representative of each political subdivision to introduce themselves and ***“give a brief presentation on the political subdivision’s intent to increase its property tax request by more than the allowable growth percentage and the effect of such request on the political subdivision’s budget.”*** This statute outlines what the presentations at this joint hearing must include. After all the presentations by the designated representatives of each political subdivision, there will be time for public comment.

**I would now ask our first designated representative to introduce himself/herself and make a brief presentation as required by Section 77-1633.**

**7. PUBLIC COMMENTS FOLLOWING THE PRESENTATIONS BY THE DESIGNATED REPRESENTATIVES OF THE POLITICAL SUBDIVISIONS:**

Please raise your hand if you intend to speak this evening so I can determine a reasonable amount of time which will apply to everyone from the public wishing to speak. Based on the number of individuals wanting to speak, each citizen will be given \_\_\_\_\_ minutes to comment.

**DECIDE WITH OTHER DESIGNATED REPRESENTATIVES IN ADVANCE IF YOU WILL TAKE QUESTIONS FROM THE AUDIENCE:**

*Please select one of these two statements:*

*Due to the number of individuals wishing to speak tonight, we will not be taking questions, but look forward to listening to your comments.*

**OR**

*We will be taking some questions tonight and look forward to your comments.*

**Please come forward if you wish to comment.** In addition to printing your name on the sign-up sheet when you entered the joint hearing, please state your name, address,

school district you are in, and any organization(s) you may represent **BEFORE SPEAKING** so our record of this joint hearing is complete.

**9. THANK EVERYONE FOR ATTENDING:**

Thank you again for taking time to attend this joint public hearing. As I stated earlier, the ultimate TRANSPARENCY and more details are provided at the budget hearing of every political subdivision pursuant to the provisions of the **Nebraska Budget Act** which has been in effect for decades! Local elected and appointed officials sincerely appreciate your input and ideas!