

TO: All County Auditors  
Through: Shelley Wilson, Executive Administrator for Property Taxes  
FROM: Edward C. Samsel, Legal Counsel for the Tax Equalization Division  
RE: Renewal and Replacement of Property Tax Levies  
DATE: July 10, 2009

The following explains when an existing property tax levy, other than bond levies, may be properly renewed or replaced. Bond levies, by their terms, may not be renewed or replaced.

### **I. RENEWAL LEVIES (excluding school district levies)**

**General Rule (§ 5705.25):** A renewal of an existing levy may be placed on the ballot only at the general election held during the last year the levy may be extended on the real and public utility property tax list, or at any election held in the following year. For example, a levy that expires in tax year 2009 (last collected in calendar year 2010) may be renewed only at the November 2009 election or at any election in 2010. An existing levy may be renewed at the same rate, or with an increase or a decrease.

**Exception (§ 5705.191):** The renewal of certain levy issues may be placed on the ballot at any election in any year, if the levy satisfies both the following conditions.

1. The existing levy was imposed for public assistance, human or social services, relief, welfare, hospitalization, health, or support of general or tuberculosis hospitals.
2. The renewal resolution is to "renew and increase" or to "renew part of" the existing levy. In other words, the resolution must increase or decrease the existing authorized rate of the levy. A renewal of the existing authorized rate must follow the general rule.

For example, suppose a county health levy was passed at the November 1999 election to run from tax year 2000 to 2009. A renewal of that levy with an increase or with a decrease may be placed on the ballot at any election in 2000 through 2010. If such a levy passes, this new levy is substituted for the original levy and begins a new term. However, a renewal of the original levy at the same rate may be placed on the ballot only at the November 2009 election or at any election in 2010.

## **II. RENEWAL LEVIES (§ 5705.194) (only school district emergency levies)**

**Single Levy:** The renewal of a single emergency levy may be submitted at a special election in May and November of an ordinary year, and in March and November of a presidential primary year, during the last year the levy may be extended on the tax list and duplicate, or at any election held during the following year. Consequently, the renewal of a single levy may be held in March or May, during the last year the levy may be extended on the tax list and duplicate, even if no election of candidates is being held. For example, a levy that expires in tax year 2010 (last collected in calendar year 2011) may be renewed only at the May and November 2010 elections or at any election in 2011. An existing levy may be renewed at the same amount, or with an increase or a decrease from the original voted amount.

**Two or More Levies:** The renewal of two or more existing, emergency levies (on a single ballot issue) may be submitted only at the primary or general election held during the last year at least one of the levies may be extended on the tax list and duplicate, or at any election held during the following year. Consequently, the renewal of two or more emergency levies may be held in March or May, of the last year at least one of the levies may be extended on the tax list and duplicate, only if a primary election of candidates is being held at the same time.

The resolution and ballot language must state that the existing levies shall not be levied once the renewal levy is first imposed. A levy is considered to be an "existing levy" through the year following the last year it can be placed on the tax list and duplicate.

For example, assume a school district has two emergency levies: (1) a \$200,000 levy running from 2006 to 2010, and (2) a \$100,000 levy running from 2007 to 2011. The first opportunity to renew both levies for \$300,000 would be at the May 2010 primary election, if an election of candidates is being held at the same time. The last opportunity to renew both levies would be at the November 2011 general election, since by March 2012 the first levy for \$200,000 would no longer be an "existing levy." The school district could also renew those levies with an increase or a decrease from the original voted amounts.

## **III. RENEWAL LEVIES (§ 5705.21) (school district levies other than emergency and substitute levies)**

**Single Levy:** The renewal of a single, existing levy may be submitted only at the general election held during the last year the levy may be extended on the tax list and duplicate, or at any election held during the following year. A single levy may be renewed at the same rate as the existing levy, or with an increase or a decrease. For example, a levy that expires in tax year 2009 (last collected in calendar year 2010) may be renewed only at the November 2009 election or at any election in 2010.

**Two or More Levies:** The renewal of two or more existing levies (on a single ballot issue) may be submitted only at a general or primary election held during the last year at least one of the levies may be extended on the tax list and duplicate, or at any election held during the following year. Consequently, the renewal of two or more such levies may be held in March or May, of the last year at least one of the levies may be extended on the tax list and duplicate, only if a primary election of candidates is being held at the same time.

Those levies must all be for the same purpose and may be renewed only for the total of their existing authorized rates. Multiple levies may not be renewed on a single ballot issue with an increase or a decrease. Moreover, the resolution and ballot language must state that the existing levies shall not be levied once the renewal levy is first imposed. A levy is considered to be an "existing levy" through the year following the last year it can be placed on the tax list and duplicate.

For example, assume a school district has the following two levies: (1) a current expense levy for 2.0 mills running from 2006 to 2010, and (2) a current expense levy for 1.0 mill running from 2007 to 2011. The first opportunity to renew both levies for 3.0 mills would be at the May 2010 primary election, if an election of candidates is being held at the same time. The last opportunity to renew both levies with one ballot issue would be at the November 2011 general election, since by March 2012 the first levy for 2.0 mills would no longer be an "existing levy."

**Exception to Same Purpose Rule:** House Bill 362 (effective March 31, 2005) changed the designation of the school district levy for "general, ongoing permanent improvements" to a levy for "general permanent improvements." An existing levy for "general, ongoing permanent improvements" may be renewed as a levy for "general permanent improvements" because both levies are considered to be levies for the same purpose.

Moreover, one or more existing school district levies imposed for the purpose specified in § 5705.19(F) (specific permanent improvements) may be renewed for the same purpose **or** for the purpose of "general permanent improvements." In addition, a single existing school district levy imposed for the purpose specified in § 5705.19(F) (specific permanent improvements) may be renewed with an increase or renewed with a decrease for the same purpose **or** for the purpose of "general permanent improvements."

#### **IV. RENEWAL LEVIES (§ 5705.212) (school district incremental rate levies)**

The incremental tax rate levy may consist of up to five tax rates, the original tax rate and four incremental tax rates. The rate of each incremental tax must be identical, but need not be the same as the original tax. The original tax may be levied for any number of years not exceeding ten, or for a continuing period of time. Each incremental tax will be in effect as long as the original tax is in effect.

The renewal of an incremental tax rate levy, levied for a fixed period of time, without exception, follows the general rule for the renewal of nonschool levies, explained above in Part I. For example, an original tax levy that expires in tax year 2009 (last collected in calendar year 2010) may be renewed only at the November 2009 election or at any election in 2010. The rate of the renewal tax is a single rate that cannot exceed the aggregate rate of the original and incremental taxes. The renewal tax may be levied for any number of years not exceeding ten, or for a continuing period of time.

#### **V. RENEWAL LEVIES (§ 5705.213) (school district incremental amount levies)**

The incremental tax amount levy consists of an amount of money to be raised and may, for years after the first year the levy is made, be expressed as a dollar or percentage increase over the prior year's amount. This levy may be levied for any number of years not exceeding ten.

The renewal of an incremental tax amount levy, levied for a fixed period of time, without exception, follows the general rule for the renewal of nonschool levies, explained above in Part I. For example, an incremental amount levy that expires in tax year 2009 (last collected in calendar year 2010) may be renewed only at the November 2009 election or at any election in 2010. The amount of the renewal tax cannot exceed the amount of tax levied during the last year the tax being renewed is in effect. The renewal tax may be levied for any number of years not exceeding ten, or for a continuing period of time.

## VI. REPLACEMENT LEVIES (§ 5705.192)

### General Rules:

1. The replacement levy option is available to all levies, except a school district emergency levy (§ 5705.194) and a school district incremental amount levy (§ 5705.213).
2. The replacement levy must be for the same purpose as the existing levy.
3. Two existing levies, or any portion of those levies, may be combined into one replacement levy, provided both the existing levies are for the same purpose and either both are fixed term levies expiring the same year or both are continuing levies.

**Fixed Term:** The replacement of any existing levy with a fixed term of years, without exception, follows the general rule for the renewal of nonschool levies, explained above in Part I. For example, a levy that expires in tax year 2009 (last collected in calendar year 2010) may be replaced only at the November 2009 election or at any election in 2010.

**Continuing Term:** The replacement of an existing levy that was imposed for a continuing period of time may be placed on the ballot at any election in any year following the year the existing levy was approved by the electorate. However, only one election to replace an existing continuing levy may be held during any calendar year. For example, a replacement of a continuing fire levy that was approved at the May 2009 election may be first placed on the ballot at the February 2010 election. If a replacement issue is placed on the February 2010 ballot, it may not be placed on the ballot again until February 2011. The failure of the electorate to approve a replacement for a continuing levy does not terminate the existing continuing levy.

**Exception to Same Purpose Rule:** House Bill 362 (effective March 31, 2005) changed the designation of the school district levy for “general, ongoing permanent improvements” to a levy for “general permanent improvements.” An existing levy for “general, ongoing permanent improvements” may be replaced as a levy for “general permanent improvements” because both levies are considered to be levies for the same purpose.

Moreover, an existing school district levy imposed for the purpose specified in § 5705.19(F) (specific permanent improvements) may be replaced for the same purpose **or** for the purpose of “general permanent improvements.” In addition, if that replacement levy is for “general permanent improvements,” it is not limited to a five-year term, but may be for a continuing period of time.