



**BOARD OF TRUSTEES
PIERCE COUNTY LIBRARY SYSTEM
SPECIAL JOINT MEETING MINUTES – FEBRUARY 13, 2023**

CALL TO ORDER

The joint Sumner City Council/Pierce County Library Board of Trustees meeting was called to order at 6:00 pm by Sumner City Mayor Kathy Hayden.

Trustees present were Pat Jenkins, Abby Sloan and Neesha Patel. Jamilyn Penn and Pam Duncan were excused. Councilmembers present were Barbara Bitetto, Curt Brown, Pat Cole, Cindi Hochstatter, Charla Neuman, Patrick Reed and Earle Stuard.

The meeting was conducted in person at Sumner City Hall, with the option of virtual attendance.

LIBRARY CAPITAL FACILITIES AREA

Pierce County Library Executive Director Gretchen Caserotti provided an update to the work the Library has done since her last update to the Council in December, including engaging architects, conceptual work, public polling and engagement and development of a public website for the project.

Architects have concluded the 1.67 acre site on Main Street would hold a library up to 20,000 square feet. Actual design work has not taken place.

Cost estimates range from \$950-1000 per square foot. Funding sources include the Library's Future Libraries fund, commitments from the capital campaign led by the Library's Foundation, a request for funding from the WA State Library Capital Improvement Program Funds and a Library Capital Facilities Area (LCFA) Bond if approved by voters.

LCFA

Attorney Daniel Gottlieb, partner with Hillis, Clark, Martin & Peterson PS, presented information the LCFA, which was established over 25 years ago to aid libraries in funding capital projects through property taxes by creating a smaller taxing district within the library's taxing district. He provided an overview of historical ballot measures and the process of forming an LCFA.

Parties involved in forming an LCFA include the Library's Board of Trustees, library administrators, City or County Council, city attorney and the county prosecutor.

The creation of the LCFA would begin with the Trustees directing Library administrators to request that the County Council pass a resolution to place the measure on the ballot. The measure requires a 60% super majority, with a 40% validation, to pass. Once a resolution has been submitted, an MOU would be formed among the Library District and the City with an understanding that if the ballot proposition is successful, that document will serve as the basis for the creation of a 3-party Interlocal agreement with the Library, City and LCFA.

The request to Pierce County Council to form an LCFA must include a description of the boundaries of the LCFA and a copy of the resolution approving the creation and outlining how election costs are paid. In order to place the proposition on the ballot in August, the County Council must pass the resolution by May 12, 2023.

If the vote is successful and the LCFA is created, a separate board comprised of three county council members is formed to manage the LCFA. Their sole power is to issue bonds to finance a capital facility. Once the LCFA is formed, it will adopt bylaws, enter into an Interlocal Agreement to delineate roles once the bonds are issued, and adhere to any statutory agreements. Bonds can be sold in a number of ways, including through a public offering or directly to a financial institution. Each has different legal requirements.

The estimated cost to place a measure on the ballot is shared with all other entities on the ballot. The library estimates \$25,000-30,000, for which it has budgeted. The estimated time for repayment of bonds must be less than 40 years. When the bonds are paid off, the LCFA can dissolve itself, transferring ownership to the Library District.

If the LCFA won't need the full amount requested on the ballot, it is not bound to issue bonds in the full principal amount and the excess can be used to reduce the levies in the future. Executive Director Caserotti noted there are opportunities to make adjustments during the value engineering phase to control costs due to increased bids in material or labor.

Discussion ensued on boundaries and possible precincts that would be included.

Modern Library Design

Matt Aalfes and Kate Wieland of BuildingWork shared an overview of the elements of contemporary library design, which include equity, access and inspiration.

They shared photos of recent projects, including a remodel of Boulevard Park Library, a newly built library in Skyway, and the La Conner Swinomish Library which was built through a partnership with the tribal community and the town.

Discussion ensued on sustainability and various ways to incorporate the unique needs of a community in the library design.

Executive Director Caserotti noted the Library would be fully committed to public engagement and all elements required to ensure a sound design process once the ballot measure has been decided.

Potential LCFA Boundaries

City Administrator Jason Wilson shared information on drawing boundaries for the LCFA, financial scenarios using the precincts, and the pros and cons of each.

He presented three options, noting the urban growth areas (UGA) do not align well with the voting precincts.

Option 1 includes all of the Sumner city limits. Option 2 includes Sumner city limits plus part of the UGA. Option 3 includes Sumner city limits plus all precincts that include the UGA.

He shared the number of registered voters, the 2022 voter turnout, the 40% validation number needed and the number of yes votes needed for each option.

Executive Director Caserotti shared information on the levy rates and monthly and annual costs for each option assuming a \$15 million bond.

Discussion ensued on each option, campaign costs, school districts, results of the public opinion poll, and library card usage and trends.

Councilmembers will meet with the mayor and city administrator to get a thorough understanding of the options and hold another study session on February 27, 2023, for further discussion. Council is tentatively scheduled to take action on March 6, 2023.

Trustees will take action to direct the Library administrators at the March 8, 2023, regular meeting.

Executive Director Caserotti thanked the Councilmembers for consideration of the sense of perceived urgency around the May 12, 2023, deadline, acknowledging the Library's agreement with the City of Sumner on the current property on Traffic Avenue expires in 2024. She added, if the LCFA is unsuccessful, the Library would have to research other options, including leasing another property. She expressed her strong desire to not have to close the current library until something else is available to open.

Executive Director Caserotti also thanked the City of Sumner for its partnership in working with the Library to move this project forward.

ADJOURNMENT

The meeting was adjourned at 7:49 pm on motion by Sumner Mayor Kathy Hayden.

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Gretchen Caserotti
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Gretchen Caserotti, Secretary

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Jamilyn Penn
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Jamilyn Penn, Chair