



**AGENDA FOR PUBLIC MEETING**

**DATE:** Monday, April 18, 2022 at 6:00pm

**LOCATION:** HYBRID: Zoom Meeting / Vancouver Community Library; 901 C Street; Columbia Room

Zoom Meeting <https://us02web.zoom.us/j/83254100221>

Meeting ID: 832 5410 0221 // Passcode: 916884

Or Dial: +1 253 215 8782 US

**5:30 - 5:55 p.m. Executive Session** Topic: Real Estate: RCW 42.30.110 (c)

**6:00 p.m. Regular Meeting**

- 1. Call to Order
- 2. Agenda Approval ACTION
- 3. Chair Announcements INFORMATION
- 4. Reports: INFORMATION
  - 4.1 Washougal Library Conceptual Design: Marissa Jordan, *Hacker Architects*
  - 4.2 FVRL Salary Review: Nancy Kasmar, *Compensation Connections*
  - 4.3 FVRL Operational Report: Mary Abler, Deputy Director
- 5. Consent Agenda ACTION
  - 5.1 Minutes Approval: March 21, 2022 meeting
  - 5.2 FVRL Expenditure Approval: Reviewed by Mary Ann Duncan-Cole
  - 5.3 Three Creeks Library Capital Facilities Area Audit Report
- 6. Business
  - 6.1 Policy Committee
    - a. Gifts and Recognition Policy INFORMATION
  - 6.2 Facilities Committee
    - a. Woodland Property Subdivision INFORMATION
    - b. Resolution 2022-07: Woodland Property Subdivision ACTION
  - 6.3 Finance Committee
    - a. Future Capital Projects Funding INFORMATION
    - b. 5-year Look Ahead Budget Estimates INFORMATION
  - 6.4 Board Business INFORMATION
    - a. Board Retreat
    - b. Committee Assignments and Bill Review Schedule
- 7. Public Comments
- 8. Board Comments
- 9. Setting of next regular meeting – Monday, May 16, 2022 (Hybrid/Location TBD)
- 10. Adjournment

1007 E MILL PLAIN BLVD. VANCOUVER WASHINGTON 98663 • 360-906-5000 • [www.fvrl.org](http://www.fvrl.org)

Library locations: Battle Ground, Cascade Park, Goldendale, La Center, North Bonneville, Ridgefield, Stevenson,  
Three Creeks, Vancouver, Vancouver Mall, Washougal, White Salmon Valley, Woodland, Yacolt, Yale



## April 2022 - ORGANIZATIONAL REPORT

### 1. COVID-19 Service & Staffing Response

- Mask mandate ended March 11, 2022
- All locations open a minimum of 10 am to 6 pm Monday - Friday
  - No meeting room use, no in-person programs

### 2. Capital Projects

- Operations Center (Mill Plain)
  - Complete - all CATS staff returned to building
  - Facilities and Purchasing remain at Grand Blvd.
  - OC Electrical work - parking lot lights and gate
- Woodland Community Library
  - Hacker contract discussion
- Washougal Community Library
  - Library Advisory Committee meeting with Hacker
  - Staff building committee meeting
- Grand Boulevard building
  - Finalized floor plan

### 3. Executive Director's Activities: March 21 - April 17, 2022

- Public Library Association Conference in Portland
- Work with interim Finance management team
- Columbia Play Project presentation
- Build the Libraries monthly meeting
- Barbara Jorgenson retirement party
- National Library Week
- Vancouver Community Library space planning study
- Fort Vancouver Regional Library Foundation 2022-23 Budget request
- Johnston Architecture - GB/OC design meeting
- Policy and Finance Committees
- VA Early Learning Center stakeholders meetings
- Finance Consultant (weekly meetings)
- Finance Manager recruitment planning
- Goldendale City Council Library Committee
- Washougal Library Advisory Committee
- Library (OC) Building Reuse Stakeholder Meeting
- SW WA Hospitality Roundtable
- Foundation Beaches fundraiser
- Vancouver carpet selection
- Yale Valley Board

**Fort Vancouver Regional Library District**  
**Statement Of Cash**  
For the Month Ending March 31, 2022 (With year-to-date totals)

December 31, 2021 Ending Cash Balance	\$19,673,194
Year-to-date Revenue Received	\$2,378,959
Year-to-date Expenditures	-\$6,454,751
<b>Cash Balance March 31, 2022 (Estimated)</b>	<b>\$15,597,402</b>

**Restatement of cash balance with cash reserve plan -**

December 31, 2021 Ending Cash Balance	\$19,673,194
<hr/> (Variances occur due to when property tax revenue is received)	

Reserve Fund

Objective 1 Capital Repairs and Maintenance	\$550,000
Objective 2 Replacement Vehicles	\$48,380
Objective 3 Capital Projects	
Washougal	\$2,992,678
Woodland	\$2,415,536
Grand Blvd. Remodel	\$2,300,000
Brush Prairie	\$500,000
Unrestricted Capital	\$158,695
Objective 4 Innovation	\$68,467
Objective 5 Budget Stabilization Fund	1,364,526
<hr/> Total Reserve Plan Objectives 1-5	<hr/> \$10,398,282
Operational Fund > 60 to 90 days of annual operational budget	\$5,199,120
 <b>Cash Balance March 31, 2022</b>	 <b>\$15,597,402</b>

**Fort Vancouver Regional Library District**  
 Statement Of Revenue - Calendar Year 2022  
 For the Month Ending March 2022 (With year-to-date totals)

	2022 Budget (Approved 12/21)	March 2022 Revenues	All Revenue Received thru March 2022	Year - to - Date Annual Budget Percent
<b>Property Taxes</b>				
311.10 Property Taxes - Clark	24,250,000	1,916,798	2,111,648	8.71%
311.10 Property Taxes - Skamania	675,000	3,941	14,635	2.17%
311.10 Property Taxes - Klickitat	1,345,500	5,415	19,720	1.47%
311.10 Property Taxes - Cowlitz	325,000	1,773	4,233	1.30%
<b>Total Property Taxes</b>	<b>26,595,500</b>	<b>1,927,926</b>	<b>2,150,236</b>	<b>8.08%</b>
<b>Other Taxes</b>				
311.11 Other General Tax	0		21,187	0.00%
318.20 Leasehold Excise Tax	120,000	2,317	36,971	30.81%
<b>Total Other Taxes</b>	<b>120,000</b>	<b>2,317</b>	<b>58,158</b>	<b>48.47%</b>
<b>Intergovernmental, Grants &amp; Contracts</b>				
332.00 Federal in-lieu of Taxes	5,000	0	482	9.64%
333.00 Grants through ESD 112	0	0	0	0.00%
336.02 State In-lieu of Taxes	0	0	0	0.00%
334.84 State Grants	0	0	0	0.00%
335.05 State Forest Boards	225,000	879	6,976	3.10%
338.72 Yale Valley Library Dist	162,500	51,437	51,437	31.65%
338.72 INET City of Vancouver (PEG)	61,000	0	0	0.00%
338.72 Contracts - Clark County Jail	500	0	0	0.00%
<b>Total Intergovernmental, Grants &amp; Contracts</b>	<b>454,000</b>	<b>52,316</b>	<b>58,895</b>	<b>12.97%</b>
<b>Charges for Services</b>				
341.60 Equipment Use Fees	20,000	2,207	6,250	31.25%
347.21 Non-Resident Borrower Fee	6,000	203	1,885	31.42%
347.90 Lost / Damaged Material Fee	25,000	288	6,773	27.09%
347.50 Collection Agency Referral Fee	5,000	50	620	12.40%
<b>Total Charges for Services</b>	<b>56,000</b>	<b>2,748</b>	<b>15,528</b>	<b>27.73%</b>
<b>Miscellaneous</b>				
361.11 Investment Interest	120,000	7,959	24,782	20.65%
362.00 Rental Income	2,500	55,549	66,502	0.00%
367.09 Restricted Contribution - BG	0	1,911	1,911	0.00%
367.09 Restricted Contribution - GD	0	200	200	0.00%
367.09 Restricted Contribution - WS	0	0	200	0.00%
367.10 Gifts/Contributions	15,000	35	156	1.04%
369.90 Library Friends Groups' Reimbursements	150,000	500	1,564	1.04%
369.90 Library Foundation Reimbursements	1,000,000	0	0	0.00%
369.40 Insurance Reimbursements	250,000	32	110	0.04%
369.90 Miscellaneous	2,500	156	235	9.39%
367.11 Private Grants	150,000	0	0	0.00%
369.90 Postage Contributions	0	0	0	0.00%
369.90 Other Miscellaneous - E-Rate	200,000	0	0	0.00%
395.00 Sale of Assets	20,000	331	480	2.40%
<b>Total Miscellaneous</b>	<b>1,910,000</b>	<b>66,673</b>	<b>96,141</b>	<b>5.03%</b>
<b>Total Operating Revenue</b>	<b>\$ 29,135,500</b>	<b>\$ 2,051,980</b>	<b>\$ 2,378,959</b>	<b>8.17%</b>
<b>Transfer in from Reserves</b>	<b>\$ 2,400,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>0.00%</b>
<b>Total Revenues and Transfer from Reserve</b>	<b>\$ 31,535,500</b>	<b>\$ 2,051,980</b>	<b>\$ 2,378,959</b>	<b>7.54%</b>

3/12 months = 25.00%



**Fort Vancouver Regional Library District**  
Statement of Expenses - Calendar Year 2022  
For the Month Ending March 2022 (With year-to-date totals)

<u>Bars</u>	<u>Description</u>	2022 Budget (Approved 12/21)	March 2022 Expenditures	Year-to-Date Totals thru March 2022	Year to Date Annual Budget Percentage
<b>Personnel</b>					
572.10	Wages	12,000,000	900,679	2,779,874	23.17%
572.24	Benefit - Medical	2,560,000	180,219	465,299	18.18%
572.24	Benefit - Dental	300,000	22,044	67,303	22.43%
572.24	Benefit - Life, LTD, STD	125,000	10,685	32,212	25.77%
572.22	Benefit - PERS	1,540,000	88,867	278,646	18.09%
572.21	Benefit - FICA	910,000	67,376	208,084	22.87%
572.25	Benefit - L & I - Workers Compensation	100,000	5,974	17,859	17.86%
572.25	Benefit - PFML	20,000	1,420	4,439	22.20%
572.28	Unemployment Expense	10,000	0	-1,325	-13.25%
	<b>Personnel Subtotal:</b>	<b>17,565,000</b>	<b>1,277,264</b>	<b>3,852,391</b>	<b>21.93%</b>
<b>Supplies</b>					
572.30	Supplies	392,525	30,514	85,513	21.79%
572.35	Small Equipment (FF&E)	266,700	30,466	37,116	13.92%
572.38	Technology	433,000	100,313	117,683	27.18%
572.33	Professional Collection / Tech	350,000	18,872	52,532	15.01%
	<b>Supplies &amp; Small Equipmt/Tech Subtotal:</b>	<b>1,442,225</b>	<b>180,165</b>	<b>292,844</b>	<b>20.31%</b>
<b>Library Books / Materials</b>					
572.34	Library Books & Materials	2,300,000	132,269	254,669	11.07%
572.39	Electronic Resources	1,600,000	232,303	399,768	24.99%
	<b>Library Materials Subtotal:</b>	<b>3,900,000</b>	<b>364,572</b>	<b>654,437</b>	<b>16.78%</b>
<b>Other Services / Charges</b>					
572.41	Professional Services	1,725,000	220,542	443,522	25.71%
572.42	Communications	387,800	32,540	107,322	27.67%
572.43	Training / Travel	108,000	21,721	30,510	28.25%
572.44	Advertising	30,000	194	278	0.93%
572.45	Rentals / Leases	567,925	55,841	213,757	37.64%
572.46	Insurance	220,000	370	2,015	0.92%
572.47	Utilities	458,855	45,145	113,096	24.65%
572.48	Repairs & Maintenance	704,250	121,389	193,556	27.48%
572.49	Misc / Dues / Printing / Other	165,700	4,687	25,618	15.46%
572.50	Intergovernmental Services	3,640	368	961	26.40%
	<b>Other Charges &amp; Services Subtotal:</b>	<b>4,371,170</b>	<b>502,797</b>	<b>1,130,635</b>	<b>25.87%</b>
<b>Capital Outlay</b>					
594.62	Buildings / Non-Owned	500,000	39,830	210,629	42.13%
594.62	Buildings / Owned	3,392,105	184,989	312,559	9.21%
595.62	Yale Project	40,000	131	1,192	2.98%
594.64	Machinery & Equipment	325,000	0	64	0.02%
	<b>Capital Outlay Subtotal:</b>	<b>4,257,105</b>	<b>224,950</b>	<b>524,444</b>	<b>12.32%</b>
<b>Reserved Amount</b>					
572.41	Professional Services-2022 Projects	0	0	0	0.00%
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Total Operating Expenditures:</b>		<b>\$ 31,535,500</b>	<b>\$ 2,549,748</b>	<b>\$ 6,454,751</b>	<b>20.47%</b>
<b>Total Reserved Projects</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>Grand Total All Expenditures:</b>		<b>\$ 31,535,500</b>	<b>\$ 2,549,748</b>	<b>\$ 6,454,751</b>	<b>20.47%</b>

March is the 3rd month of the fiscal year.  
Year-to-date budget percentages should  
be at 25.00%, representing 3/12 months.

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## APRIL BRANCH HIGHLIGHTS

### APRIL 18, 2022

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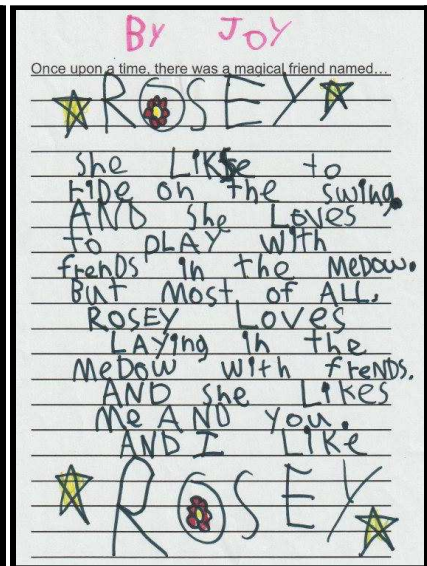
### EQUITY

- In March, many libraries created and showcased displays celebrating Women's History Month.
- Ridgefield Community Library delivered their March craft kit to the Ridgefield Family Resource Center, an organization through the school district that runs a free pantry and provides other services to families.

### CONNECTIONS

- Battle Ground Community Library's manager, Holland Christie, presented at the General Federation of Women's Clubs monthly meeting. They enjoyed hearing about the website and how the library maintained services throughout the pandemic.
- A Cascade Park Community Library librarian is partnering with Heritage High School to host a monthly queer book group for teens.

● In February 2022, the Virtual Kids Book Group, hosted by Cascade Park SLA Laura Clark, read the book *Daisy Dreamer and the Totally True Imaginary Friend* by Holly Anna. There were 27 children from across the district that attended this book group. The activity was to draw their own imaginary friend and write a story about that friend. They had an opportunity to share their picture and read (or tell) their story during book group. Then Laura compiled the contributions into a digital book which she shared with them. The entries were incredibly imaginative!



- The La Center Community Library created a small Russian collection as they are starting to see more patrons who speak and read Russian in their community.

- Three Creeks Community Library SLA Elizabeth Moss and Jamie Bair, our Experiential Learning Librarian, conduct outreach visits to Kids Club. Check out the Magnificent Thing one of their participants created:
- FVRLibraries semi-annual Bookmark Contest had 2400 entries! Entries have been displayed throughout the branch libraries and the winning bookmarks will be available in libraries soon!
- Vancouver Mall Library created an informal survey of their patrons to identify why they come to the library. They gained a lot of insight into their patrons and their reasons for visiting.



### PARTNERSHIPS

- In-person school visits are starting up again throughout the library district and we are excited to get back into classrooms to share about library services.
- The Goldendale Community Library and their Friends are partnering with the Goldendale Future Business Leaders of America (FBLA) to coordinate the next book sale! High school members of FBLA will come in weekly to sort recently donated books and to partner with Friends of the Library in coordinating book sales, as well as assisting with marketing and literal heavy lifting. Their first sale in partnership will take place in May!
- Goldendale Branch Manager Terra McLeod accompanied Outreach Librarian Naomi Fisher to the Alder Creek Pioneer Carousel Museum in Bickleton. They will be joining FVRLibraries' Experience Pass program.
- Ridgefield Community Library participated in this year's Ridgefield Arts Experience by coaching the students who were reading poetry and integrating the readers into the larger rehearsals with the dancers who were interpreting the poems through movement.
- The Read, Return, Repeat Library has started collaborating with the Vancouver Meals On Wheels organization that is based out of the Luepke Center to deliver items to homebound seniors.

### ORGANIZATIONAL CULTURE

- 60 staff members attended the Public Library Association annual conference in Portland, OR, mostly in person, but some opted for the virtual sessions. Staff members are asked to share their experiences with the rest of the staff through reports available on our intranet.
- Rachael Ries was promoted from branch manager of the Washougal Community Library to the manager of the Cascade Park Community Library and started in early April.
- The basement at Stevenson Community Library is being renovated in order to create a more functional working environment for staff and a more private office space for David Wyatt, the branch manager.
- Staff Development Conversations Plan was rolled out to Vancouver Community Library staff in March. Every two months, they will share a list of resources to be discussed at a bimonthly discussion session so they can share what they are learning during our weekly Staff Development hours. Topics will include conversations on Equity and Customer Service and will be in addition to other training provided by the district.



## **April 2022 Strategic Plan Update**

FVRLibraries is committed to providing regular updates about our [2021-2024 Strategic Plan](#).

### **EQUITY**

- Eight staff members have been added to FVRLibraries Equity Committee and will join existing staff members in their work moving this strategic priority forward.
- Training on using our Equity Lens and Toolkit is being finalized and Equity Committee facilitators are being trained. These trainings will start in May.

### **ORGANIZATIONAL CULTURE**

- 60 staff members attended the Public Library Association semi-annual conference in Portland, OR in March. Staff attended sessions about library services, met with vendors, and learned from each other through networking.

**FORT VANCOUVER REGIONAL LIBRARY DISTRICT  
Board of Trustees Public Meeting**

*March 21, 2022*

**1. CALL TO ORDER**

Chair Higgins called the regular meeting to order at 6:00pm.

**ATTENDEES: All participation was virtual per Governor's proclamation #20-25.2.**

*Board Members Present:* Jane Higgins, Mary Ann Duncan-Cole, Penny Love-Henslee, Kristy Morgan

*Virtual:* Kate Maple

*Excused:* Brian Carrico

*Administrative Team:* Amelia Shelley, Executive Director; Mary Abler, Deputy Director, Lynne Caldwell, Collection & Technology Services Director; Justin Keeler, Outreach & Community Partnerships Director; Tak Kendrick, Communications Director; Dave Josephson, Facilities Director; Lee Strehlow, Human Resources Director; Special Guests: Barbara Jorgenson, Three Creeks Community Library Branch Manager; Rick Smithrud, Foundation Executive Director; Janet Alder and Cassandra Walters, Communications and Marketing; Recording: Sami Bretherton, Executive Assistant

**2. AGENDA**

**MOTION:** Mary Ann Duncan-Cole moved and Penny Love-Henslee seconded approval of the agenda. The motion carried unanimously.

**3. CHAIR ANNOUNCEMENTS**

Chair Higgins welcomed the Trustees and the public to FVRL's first hybrid Board meeting. Higgins thanked the Vancouver Community Library staff for hosting the meeting. Higgins announced that with a vacancy in the Executive Committee it is necessary to select new officers. The 2022 Officers will be Jane Higgins, Board Chair; Kate Maple, Vice Chair; Mary Ann Duncan-Cole, Secretary

**4. REPORTS**

**4.1 FVRL Operational Report:** Mary Abler, Deputy Director

Abler gave an update on the Strategic Priorities work and the Diversity and Equity initiative.

**4.2 Branch Report:** Three Creeks Community Library, Barbara Jorgenson, Branch Manager  
Jorgenson provided an overview of Three Creeks Community Library's activities over the past year.

Higgins thanked Barbara for welcoming the district to Three Creeks for our annual Board retreats over the years. Barbara is retiring April 1, 2022 after 15 years with FVRL. Higgins thanked her for her service.

**4.3 FVRL Foundation Update:** Rick Smithrud, Executive Director, FVRL Foundation

Smithrud updated the Board on the work of the Foundation in the past quarter and shared upcoming events.

**4.4 Communications and Marketing Division:** Tak Kendrick, Director

Kendrick, Alder, and Walters gave an overview of the activities of the Communications and Marketing Division.

**5. CONSENT AGENDA**

**5.1** Minutes Approval – February 22, 2022 meeting

**5.2** FVRL Expenditure Approval: Reviewed by Kate Maple

**5.3** Equal Opportunity Employment Policy

**MOTION:** Kate Maple and Mary Ann Duncan-Cole seconded approval of the consent agenda. Motion carried: 4 ayes; 1 abstention.

**6. BUSINESS**

**6.1** Facilities Committee

Josephson introduced an idea for Brush Prairie whereby FVRL would purchase existing plans for a building to reduce architectural fees and the time needed to design a new facility. Shelley updated the Board on the Grand Blvd Operations Center, the Woodland Community Library and the Washougal Community Library projects.

**6.2** Policy Committee

At this time, the Board did not discuss a specific policy. Ethics and by law policy work will be done at the yearly Board retreat.

**6.3** Finance Committee

Shelley informed the Board regarding the Port of Vancouver proposed Local Tax Increment Finance Area (LTIF) and encouraged the Board to attend one of the Port’s public information sessions to learn more.

**6.4** Board Business

Higgins proposed a Board Retreat for Saturday, May 21, 2022. She will reach to the Trustees regarding committee and bill review appointments.

**7. CITIZEN COMMENTS**

Written comments were received from: Anna Nolen, Red and Pauline Warren, Mrs. Jackman, Jennifer Dickson, Molly Karlsen, Crystal Boldt, Barry Weyhrauch, Judy Glenney, Victoria Ferrer

In person comments received from: Quill Onstead, Dawn Land, Douglas Cooper, Gary Wilson, Jim Mozena, Kathy

**BOARD COMMENTS**

Kate Maple thanked Dave Josephson for thinking outside the box in regards to the Brush Prairie facility solution.

**8. NEXT REGULAR MEETING**

The next meeting is Monday, April 18, 2022 (Hybrid)

**9. ADJOURNMENT**

The meeting adjourned at 8:23pm.

Approved:

\_\_\_\_\_  
Jane Higgins, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Ann Duncan-Cole, Secretary

\_\_\_\_\_  
Date



**BOARD COVER WORKSHEET**

**BOARD DATE:** April 18, 2022

Date Paid	Warrant Numbers	Amount	Void/Cancel Amounts
<b>Accounts Payable</b>			
March 4, 2022	114566-114578	190,379.42	
March 10, 2022	114579-114625	204,827.30	
March 17, 2022	114626-114710	496,963.25	
March 23, 2022	114711-114738	167,182.74	

Total Accounts Payable Warrants Issued **1,059,352.71**

**Accounts Payable EFT Payments**

March 4, 2022	EFT P-20220304-21	4.17	
March 4, 2022	EFT P-20220304-22	353.00	
March 10, 2022	EFT P-20220311-9	5,960.43	
March 17, 2022	EFT P-20220317-3	19,113.53	
March 24, 2022	EFT P-20220324-4	150.00	

Total Accounts Payable EFT Payments **25,581.13**

**Accounts Payable Voids and Cancels**

December 24, 2021	106337	211.94
February 4, 2022	106598	2,064.79
February 18, 2022	106723	2,995.00
March 16, 2022	106880	150.00
March 23, 2022	106989	2,985.00
March 23, 2022	106993	615.18

Total Accounts Payable Warrant Voids and Cancels **9,021.91**

**Total ADP ACH Auto Pull**

March 4, 2022	Payroll	288,692.32
March 4, 2022	State Family & Medical Leave	2,531.15
March 4, 2022	Federal	93,505.88
March 4, 2022	Oregon	3,344.10
March 25, 2022	ADP Fee	4,553.05
March 23, 2022	Payroll	326,528.13
March 23, 2022	State Family & Medical Leave	2,771.19
March 23, 2022	Federal	112,347.11
March 23, 2022	Oregon	4,629.39
Total Payroll Direct Deposit Transfers		<b>838,902.32</b>

**ACH EFT Transfer**

March 25, 2022	WA Department of Revenue	4,136.88
March 1, 2022	Kaiser	61.75
March 21, 2022	Kaiser	3,333.32
March 29, 2022	Kaiser	18,153.20
March 29, 2022	Kaiser	65.00
March 8, 2022	WA Dept of Retirement	6,077.98
March 9, 2022	WA Dept of Retirement	5,716.92
March 10, 2022	WA Dept of Retirement	71,097.99
March 11, 2022	WA Dept of Retirement	68,677.91
March 14, 2022	WA Dept of Retirement	6,114.62
March 29, 2022	WA Dept of Retirement	6,263.00
Total ACH EFT Transfers		<b>189,698.57</b>

**Payroll Voids/Cancels**

Finance Director Reviewed



Date

4/14/22

## FORT VANCOUVER REGIONAL LIBRARY DISTRICT

### Approval of Claims

As of  
April 18, 2022

As required by RCW 42.24.080 and RCW 42.24.090, vouchers audited and certified by the Auditing Officer of the Fort Vancouver Regional Library District and those expense reimbursement claims which have been certified as required, have been recorded on a list and made available to the Board of Directors for approval.

As of this date, April 18, 2022, The Board of Directors, by a \_\_\_\_\_  
vote does approve for payment the following vouchers, warrants, voids, and electronic transfers issued  
March 1, 2022 through March 31, 2022

<b>Accounts Payable Warrants Issued</b>	Numbers	<u>114566</u>	Through	<u>114738</u>	<u>\$ 1,059,352.71</u>
<b>Accounts Payable Warrants Voided</b>	Numbers	106337,106598,106726,106880,106989,106993			( <u>\$ 9,021.91</u> )
<b>Payroll Warrants Issued</b>	Numbers		Through		<u>\$ -</u>
<b>Payroll Transactions Voided</b>	Numbers				( <u>\$ -</u> )
<b>Payroll Direct Deposits Issued</b>	Numbers	<u>20220310</u>	Through	<u>20220325</u>	<u>\$ 615,220.45</u>

#### Electronic Fund Transfers Completed

<i>Vendor</i>	<i>Date</i>	<i>Amount</i>
State Family & Medical Le	March 4, 2022	2,531.15
Federal	March 4, 2022	93,505.88
Oregon	March 4, 2022	3,344.10
ADP Fee	March 25, 2022	4,653.05
State Family & Medical Le	March 23, 2022	2,771.19
Federal	March 23, 2022	112,347.11
Oregon	March 23, 2022	4,629.39
WA Department of Reven	March 25, 2022	4,136.88
Kaiser	March 1, 2022	61.75
Kaiser	March 21, 2022	3,333.32
Kaiser	March 29, 2022	18,153.20
Kaiser	March 29, 2022	65.00
WA Dept of Retirement	March 8, 2022	6,077.98
WA Dept of Retirement	March 9, 2022	5,716.92
WA Dept of Retirement	March 10, 2022	71,097.99
WA Dept of Retirement	March 11, 2022	68,677.91
WA Dept of Retirement	March 14, 2022	6,114.62
WA Dept of Retirement	March 29, 2022	6,263.00

\$ 413,380.44

**Subtotal FVRL General Fund Warrants, Transfers, Direct Deposits, Voids**

\$ 2,078,931.69

**Total Transactions for Approval**

\$ 2,078,931.69

\_\_\_\_\_  
DISTRICT LIBRARY - EXECUTIVE DIRECTOR

\_\_\_\_\_  
DISTRICT LIBRARY - AUDITING BOARD TRUSTEE





## Assessment Audit Report

# Three Creeks Library Capital Facility Area

For the period January 1, 2019 through January 7, 2020

*Published March 21, 2022*

Report No. 1030161



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**Office of the Washington State Auditor  
Pat McCarthy**

March 21, 2022

Board of Trustees  
Three Creeks Library Capital Facility Area  
Vancouver, Washington

**Report on Assessment Audit**

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The Office of the Washington State Auditor takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

The attached report describes the procedures performed and conclusions for the areas we reviewed. We appreciate the opportunity to work with your staff, and value your cooperation during the assessment audit.

Sincerely,

Pat McCarthy, State Auditor

Olympia, WA

***Americans with Disabilities***

*In accordance with the Americans with Disabilities Act, we will make this document available in alternative formats. For more information, please contact our Office at (564) 999-0950, TDD Relay at (800) 833-6388, or email our webmaster at [webmaster@sao.wa.gov](mailto:webmaster@sao.wa.gov).*

## AUDIT SUMMARY

### Results in brief

The District officially dissolved operations as of January 7, 2020. This report marks the last audit of the District.

Based on the procedures performed, nothing came to our attention in the areas we reviewed that caused us to believe the District was not in substantial compliance with applicable state laws, regulations, and its own policies, or had not provided adequate controls over the safeguarding of public resources. Had we performed additional procedures, other matters might have come to our attention that would have been reported.

### About the assessment audit

This report contains the results of our independent audit of the Three Creeks Library Capital Facility Area from January 1, 2019 through January 7, 2020.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives. State law (RCW 43.09.230) also requires local governments to prepare and submit certified annual reports to our Office summarizing such things as revenues received, collections made, amounts receivable or payable, expenditures made, and debt owed.

This assessment audit was conducted under the authority of RCW 43.09.260, which requires the Office of the Washington State Auditor to examine the financial affairs of all local governments at least once every three years. Assessment audits are risk-based, limited-scope reviews of small local governments, generally defined as local governments with less than \$300,000 in annual revenues. To help minimize audit costs, our work for this engagement was conducted off-site primarily using financial and other information provided by the District.

This assessment audit was limited to the following:

- Reviewing meeting minutes for compliance with the Open Public Meetings Act
- Inquiring as to internal controls over assets, revenues, and disbursements
- Verifying that annual reports submitted to our Office were complete and filed timely in compliance with state law
- Reviewing the District's annual revenues and expenditures for unusual transactions or trends
- Corroborating financial information reported by the District by comparing its annual revenues, expenditures, and cash and investment balances to third-party sources
- Reviewing expenditures for indications of unusual activities, excessive Board of Trustees compensation, conflicts of interest, or procurement requirements.
- Evaluating the District's financial information for indications of financial distress

## INFORMATION ABOUT THE DISTRICT

On April 13, 1999, the Three Creeks Library Capital Facilities Area Board (Clark County Commissioners) signed an inter-local agreement with Fort Vancouver Regional Library District to oversee the operation of the library. The new library was completed and opened to the public in 2002. When the bonds were paid off in 2008, the building ownership transferred to the Fort Vancouver Regional Library District. The Three Creeks Library Facility Area remained open to collect delinquent taxes and record interest of approximately \$20 per year in total until January 7, 2020 when action was taken by the Three Creeks Library Capital Facilities Area Board to dissolve the fund held by the Clark County Treasurer's Office.

### Contact information related to this report

Address:	Three Creeks Library Capital Facility Area 1007 East Mill Plain Blvd. Vancouver, WA 98663
Contact:	Amelia Shelley, Executive Director
Telephone:	(360) 906-5011
Website:	<a href="http://www.fvrl.org/aboutus/threecreeks_main.htm">www.fvrl.org/aboutus/threecreeks_main.htm</a>

*Information current as of report publish date.*

### Audit history

You can find current and past audit reports for the Three Creeks Library Capital Facility Area at <http://portal.sao.wa.gov/ReportSearch>.

## ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the Washington State Constitution and is part of the executive branch of state government. The State Auditor is elected by the people of Washington and serves four-year terms.

We work with state agencies, local governments and the public to achieve our vision of increasing trust in government by helping governments work better and deliver higher value.

In fulfilling our mission to provide citizens with independent and transparent examinations of how state and local governments use public funds, we hold ourselves to those same standards by continually improving our audit quality and operational efficiency, and by developing highly engaged and committed employees.

As an agency, the State Auditor's Office has the independence necessary to objectively perform audits, attestation engagements and investigations. Our work is designed to comply with professional standards as well as to satisfy the requirements of federal, state and local laws. The Office also has an extensive quality control program and undergoes regular external peer review to ensure our work meets the highest possible standards of accuracy, objectivity and clarity.

Our audits look at financial information and compliance with federal, state and local laws for all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits and cybersecurity audits of state agencies and local governments, as well as state whistleblower, fraud and citizen hotline investigations.

The results of our work are available to everyone through the more than 2,000 reports we publish each year on our website, [www.sao.wa.gov](http://www.sao.wa.gov). Additionally, we share regular news and other information via an email subscription service and social media channels.

We take our role as partners in accountability seriously. The Office provides training and technical assistance to governments both directly and through partnerships with other governmental support organizations.

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- Toll-free Citizen Hotline:  
(866) 902-3900
- Email:  
[webmaster@sao.wa.gov](mailto:webmaster@sao.wa.gov)

**Fort Vancouver Regional Library District  
Staff Report 2022-11  
Policy Committee Report**

**TO:** Board of Trustees  
**FROM:** Amelia Shelley  
**DATE:** 04/18/2022

**SUBJECT:** [Gifts and Recognition Policy](#)

**SUMMARY:** FVRL's Gift and Recognition Policy neglects to consider gifts that are not monetary. Frequently, individuals in a community are compelled to donate items to the library that have meaning to them personally or hold value as an artifact of the community. Staff recommend that the Gift and Recognition Policy be amended to consider gifts of books, pictures, furniture and other non-art items to provide clarity and intention to donors and staff.

**Gift Policy examples from other libraries:**

[Pierce County Library](#)  
[Bellingham Public Library](#)  
[Beaverton Public Library](#)  
[American Library Association Gift Policy Guidelines](#)

**KEY POINTS:**

- Does not address gifts of local history items such as photos and books
- Could be condensed
- Needs updated formatting

**SUBJECT:** [Provisions of Library Service to New Areas](#)

**SUMMARY:** This policy is due for review. Suggest that we review [Purchase, Lease, Exchange and Sale of Real Property](#) while we are at it. Refer both policies to the Facilities Committee for input.

**Library Service to New Areas Policies from other libraries:**

[Clearview Library](#)  
[Timberland Service Point Analysis](#)

**Other resources**

- [WA State Library Policies Wiki](#)
- [WV Power Point on Policy Development](#)

**Fort Vancouver Regional Library District  
Staff Report 2022-13  
Subdivision of Woodland Property**

**TO: Board of Trustees**

**FROM:** Amelia Shelley, Executive Director

**DATE:** 04/18/2022

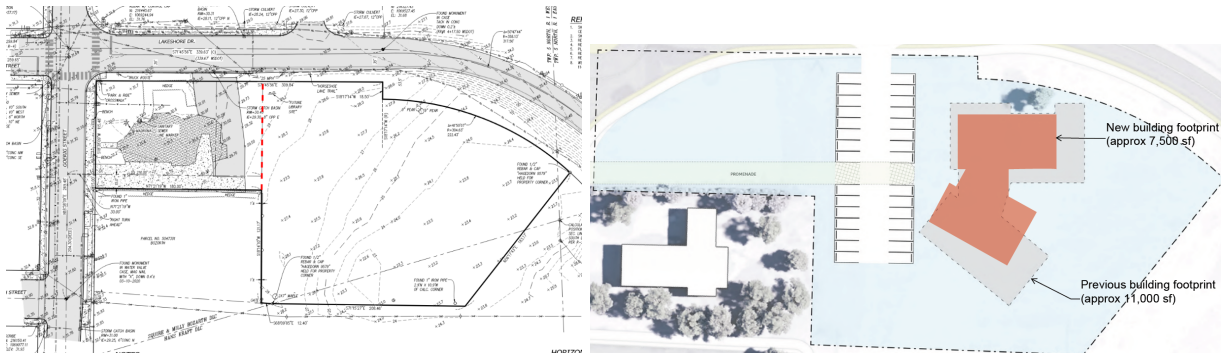
**SUBJECT: Subdivision of Woodland property**

**SUMMARY:** Due to the final decision on the location of the new Woodland Community Library, FVRL has determined it no longer needs to retain the excess corner property for the project. FVRL is working on a contract with PBS Engineers to prepare the subdivision submittals.

**KEY POINTS:**

- FVRL purchased 2.42 acres of property at the corner of Goerig and Lakeshore in 2017
- Proposed 7500 sf structure plus parking lot planned for east side of property
- Approximately 20,500 sf corner lot not in current scope

**OVERVIEW:** FVRL purchased the Berry property in mid-2017 to build a new library. To date, the District has performed Phase I and II environmental evaluations and a geo-tech report, demolished and mitigated an existing structure, and completed a conceptual design for a new library. After FVRL purchased the property, the need to address traffic concerns at the corner of Goerig and Lakeshore has been established as part of a WADOT study on congestion around I-5 exits and entries. One of the options is to reconfigure the four-way intersection into a roundabout to accommodate better traffic flow along Lakeshore and into downtown Woodland. FVRL determined that the corner location would limit the ability of FVRL to expand in the future or design the most functional space for a public library. The conceptual design for the library places the building on the east side of the property where a natural buffer in the landscape and the width of the property accommodates a broader footprint.



**NEXT STEPS:** FVRL would like to go forward with a subdivision of the property that would allow us to sell the corner lot and put those funds back into the budget for the project.





# Cowlitz County Property Information

Property ID: 3042625

Parcel: 50480

Site Address: 828 GOERIG ST

## Owner Information

**Owner:** FORT VANCOUVER REGIONAL LIBRARY  
**Mailing Address:** 2018 GRAND BLVD  
 VANCOUVER, WA 98661-4711

## General Property Info

**Jurisdiction:** WOODLAND  
**Acres:** 2.4200  
**Curr Assmt Yr:** 2021  
**Abbr Prop Ref:** 816 (WOODLAND OUTLOT) -WDOL -19A-1, 19A-2, 24 -5N -1W BOZARTH S/M DLC. WDOL 19A-1,19A-2,19A-3,19B-  
**Sect/Township/Range:** 24-5N-1W  
**Property Use:** 1.01 - 3.00 ACRES  
**Neighborhood:** WOODLAND-COMM  
**Tax Code Area:** 900

## Current Assessed Values For 2021

**Land Value:** \$846,720  
**Improvement Value:** \$0  
**Current Use:** \$0  
**Total Assessed Value:** \$846,720

## Current Taxes For 2022 Payable Year

**Taxes:** \$8,913.68  
**Assessments:** \$1,066.61  
**Total Charges:** \$9,980.29  
**First Half:** \$0.00  
**Second Half:** \$0.00  
**Total Paid:** \$9,980.29  
**Total Due:** \$0.00

## Photos







## Cowlitz County Property Information

Property ID: 3042625

Parcel: 50480

Site Address: 828 GOERIG ST

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### Property Details

**FORT VANCOUVER REGIONAL LIBRARY DISTRICT**

**RESOLUTION: 2022-7**

**RESOLUTION OF THE FORT VANCOUVER REGIONAL LIBRARY DISTRICT BOARD OF TRUSTEES AUTHORIZING THE EXECUTIVE DIRECTOR TO SUBDIVIDE THE PROPERTY PURCHASED FOR THE WOODLAND COMMUNITY LIBRARY**

The regular meeting of the Board of Trustees of the Fort Vancouver Regional Library was held on Monday, April 18, 2022 attended by a quorum of the Board of Trustees for the conduct of such business; and, after due consideration and deliberation, the following resolution was duly passed by a majority vote of all Trustees attending.

**WHEREAS**, FVRL purchased 2.42 acres of property at the corner of Goerig and Lakeshore (Cowlitz County Parcel 50480) in Woodland in 2017 for the construction of a new Woodland Community Library, and

**WHEREAS**, the District has completed the conceptual design phase for a new library and determined that the building will be of a size that may require a future expansion; and

**WHEREAS**, the corner of Goerig and Lakeshore portion of the property also has unresolved traffic control issues which could limit the ability of FVRL to expand the building in the future, and

**WHEREAS**, FVRL needs to subdivide the property into two parcels to surplus or sell a portion of the property to a third party;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of the Fort Vancouver Regional Library District authorizes the Executive Director to proceed with the subdivision of the Woodland property into two parcels to facilitate a future surplus or sale.

Adopted this 18<sup>h</sup> day of April 2022

Approved: \_\_\_\_\_  
Jane Higgins, Chair

Attested: \_\_\_\_\_  
Kate Maple, Vice-Chair

**Fort Vancouver Regional Library District**  
**Staff Report 2022-10**  
**Finance Department Update**

**TO: Board of Trustees**

**FROM:** Amelia Shelley, Executive Director

**DATE:** 04/18/2022

**SUBJECT: Update on the status of Finance Manager position, other activities**

**SUMMARY:** FVRL has been operating without a Finance Manager since mid-February. Teresa Johnson and Assoc. (TJA) is providing accounting support to FVRL through CPA Christine Smith. Christine is performing the higher level functions of the vacant position including requesting payments through the Clark County Treasurer's portal, printing checks, reconciling revenues and expenditures, and supporting staff. Finance Coordinator Attar Bhargal has also taken on additional duties during the interim and is the Accounting lead in our upcoming upgrade to our Great Plains accounting software.

**Pending payables in AP**

TJA has helped us recognize the value of understanding the full picture of financial obligations by encumbering the funds when the expense is planned or the order submitted. We will gain the ability to understand our financial position more clearly without changing our cash basis status. On April 7, we began entering pending payables into GP.

**Annual Reports for the SAO**

FVRL is required to submit annual financial reports to the State Auditor's Office before the end of May each year. TJA is assisting us with these reports. The VLCFA annual report is already complete, and they are currently working on the Yale Valley Library District. They believe all three reports will be completed in advance of the deadline.

**Payroll Staffing**

Human Resources Manager Andrea Scherer has been covering payroll for us since February. We have hired a new Payroll Clerk who will start in that position in May.

**Temporary Staffing**

Our Accounts Payable Specialist is on extended leave so we have hired a temporary employee to cover those duties to keep AP covered during their absence. Other Finance staff are also helping to ensure that our bills stay current.

**Hiring Plan**

We have identified a number of outlets including the Oregon and Washington Financial Officer's Associations. Interviews will take place the first full week of May.

**Fort Vancouver Regional Library District**  
**Staff Report 2022-14**  
**Funding for New Facilities**

**TO: Board of Trustees**

**FROM:** Amelia Shelley, Executive Director

**DATE:** 04/18/2022

**SUBJECT: Building projects and funding sources**

**SUMMARY:** FVRL is currently working on multiple projects to provide new library facilities per the 2014 Strategic Facilities Plan. Over the last two meetings, the Board has taken steps to reallocate undesignated capital reserve funds to these projects and discussed the next steps for each, and heard presentations on a couple of different ways to approach bringing a library to Brush Prairie, and during this meeting, you've heard a report on the Washougal project's conceptual design progress.

Per FVRL's [Fiscal Management Policy](#) section on *Debt Management*, we have the ability to choose several avenues for raising capital funds for new libraries, *"As a junior taxing district, FVRL has a few options in determining the method of taking on debt. Those include short term loan obligations, limited tax general obligation or "councilmanic" bonds, unlimited tax general obligation or "voted" bonds, and other types of debt including leases, as well as intergovernmental and Local Option Capital Asset Lending (LOCAL) loans."*

One of the biggest challenges FVRL faces in going forward with its current capital facilities plan is the rising cost of construction. The pandemic has served to both slow our progress in planning and fundraising efforts and accelerate the rising costs of services and materials. As we have already experienced at Woodland, the ability to build new libraries at the scale the 2013 Strategic Facilities Plan prescribes is cost prohibitive to the District. Looking ahead to the projects in Washougal and Brush Prairie, the challenges of finding adequate funding may prevent FVRL from being able to meet our full program for those communities. This report is intended to introduce alternative methods of funding for your consideration.

**Borrowing Capital Funds**

One way to build these facilities sooner would be to use the Washington State [LOCAL program](#) to sell certificates of participation or councilmanic bonds. This option is limited by our debt capacity (TBD) and does not require voter approval. One advantage of using the LOCAL program is that FVRL is able to take advantage of the state's bond rating to set the interest rate. The downside is that the rate is not locked in until the sale of the bonds, and rates are currently on the rise. The LOCAL program also has set dates for application and approval (see table below) making the process slower and more cumbersome. The next opportunity to apply is in July with the sale of bonds set for October. LOCAL funds must be spent within 5 years and are likely only available for a single project.

**Preliminary LOCAL Program Timeline \***

Funds Available In	Project Type	NOI & Credit Application Cut-Off	All-Documents Cut Off	Sale Date	Funds Available	First Payment Due
June '22	Real Estate	March 1, 2022	Late April 2022	June 2022	June 2022	December 1, 2022
	Equipment	March 18, 2022				
November '22	Real Estate	July 7, 2022	Mid-August 2022	October 2022	November 2022	June 1, 2023
	Equipment	July 22, 2022				
February '23	Real Estate	November 4, 2022	Early January 2023	February 2023	February 2023	June 1, 2023
	Equipment	November 15, 2022				

\*All dates are tentative and subject to change; dates for future sales will be established after the current sale is completed

**Conventional Loans**

Another option is taking out a conventional loan from a commercial lender. In this case, the interest rate is likely to be slightly higher, but in terms of timing, faster to approve and lock in a current interest rate, so potentially cheaper in the long run. Conventional bank loans are likely limited to ten years to pay off the debt.

10-Year Borrowing Scenario		15-Year Borrowing Scenario		20-Year Borrowing Scenario	
<b>Sources:</b>		<b>Sources:</b>		<b>Sources:</b>	
Par Amount	\$2,295,000	Par Amount	\$3,090,000	Par Amount	\$3,710,000
Premium	304,140	Premium	472,012	Premium	590,666
<b>Total Estimated Sources:</b>	<b>\$2,599,140</b>	<b>Total Estimated Sources:</b>	<b>\$3,562,012</b>	<b>Total Estimated Sources:</b>	<b>\$4,300,666</b>
<b>Uses:</b>		<b>Uses:</b>		<b>Uses:</b>	
Project Fund	\$2,487,665	Project Fund	\$3,446,562	Project Fund	\$4,182,116
Cost of Issuance	100,000	Cost of Issuance	100,000	Cost of Issuance	100,000
Underwriter's Discount	11,475	Underwriter's Discount	15,450	Underwriter's Discount	18,550
<b>Total Estimated Uses:</b>	<b>\$2,599,140</b>	<b>Total Estimated Uses:</b>	<b>\$3,562,012</b>	<b>Total Estimated Uses:</b>	<b>\$4,300,666</b>
<b>Preliminary Results - 10-year term</b>		<b>Preliminary Results - \$5 million; 15-year term</b>		<b>Preliminary Results - \$5 million; 20-year term</b>	
TIC	2.651%	TIC	3.038%	TIC	3.376%
Total Debt Service	\$2,972,500	Total Debt Service	\$4,464,250	Total Debt Service	\$5,952,750
Average Annual Debt Service	\$297,250	Average Annual Debt Service	\$297,617	Average Annual Debt Service	\$297,638

**Library Capital Facility Grants**

The Fort Vancouver Regional Library Foundation intends to submit a grant application to the [Washington Department of Commerce's Library Capital Facility Fund](#) competitive grant program for Washougal. The Department of Commerce will award \$10 million in grants this fall and then send the list of winning applicants on to the legislature to be funded through the 2023 Capital Budget. The Woodland project was the recipient of a Library Capital Facility grant in 2021. The maximum award is \$2 million per project, requires a 50% match and gives preference to projects in distressed counties.

Washougal Community Library Budget				
Revenue Source	Allocated	Estimates	13,000 sf	Gap
Grants		Cost of construction	\$ 6,000,000	
Friends	\$ 207,121	Soft Costs	\$ 800,000	
FVRL	\$ 2,992,678	Contingency	\$ 600,000	
Foundation	\$ 124,766	FF&E	\$ 400,000	
<b>Total</b>	<b>\$ 3,324,565</b>	<b>Total</b>	<b>\$ 7,800,000</b>	<b>\$ 4,475,435</b>

## **Fundraising**

We have not actively started fundraising for Washougal but will begin as soon as the Conceptual Design process is complete. In general, the Foundation estimates that a third of the total cost of a project should come through donors, grants and other sources of funding outside of tax support. Washougal has held a number of events for general fund raising for the project over the last few years including several Dinners in White events. Their next event will be on August 12, 2022.

## **Levy Lid Lifts or Library Capital Facility Area Bonds**

FVRL has two ways of raising revenue through tax dollars - levy lid lifts which allow us to increase our regular levy up to a total of \$.50 per \$1,000 of property value, and the creation of library capital facility areas that allow us to sell bonds to finance specific capital projects. Both of these methods require a vote of the citizenry.

A **levy lid lift** requires a simple majority and includes our entire service area. MRSC provides a good overview of the [levy lid lift](#) process in Washington. Lid lifts come in many varieties, some permanent, some temporary. FVRL's last levy lid lift was in 2010 and brought us back to the full \$.50 allowable. The levy rate declines over time as property values rise and our annual increase is limited to 1% plus any new construction and state assessed utilities. Our 2022 levy is \$.3185478785.

A **library capital facilities area** formation requires a supermajority and is created by drawing up a map of the area to be taxed and is voted upon by residents living in that area. FVRL currently has a library capital facilities area levy for residents living within the city limits of Vancouver. These bonds were used to finance the Vancouver Community Library and the Cascade Park Community Library (plus purchase some equipment for the Vancouver Mall Community Library starting in 2009. This bond levy (known as the VLCFA) sunsets in 2028.

## **Next Steps**

Staff is seeking input from the Board on these various methods of funding for tackling our capital needs. We have provided the Board with a five year look ahead of our annual budget that includes an average annual growth in tax collections of 3% and an annual debt service of \$300,000 at 10, 15 and 20 years. The five year look ahead budget (table below) shows the amount of debt that could be borrowed and sustained under the current assumptions in these budget figures. It remains hard to know the right timing for decisions based on the timing of the library capital grant program (October), the next legislative session in 2023 and rising interest rates.

**FVRL Five Year Look Ahead Budget 2022-2026 with debt service**

Category			2021		2022	2023	2024	2025	2026
	2019	2020	(IPD/Amended)						
Property Taxes	\$ 24,199,335	\$ 24,921,863	\$ 25,967,515	\$ 26,595,500	\$ 27,393,365	\$ 28,215,166	\$ 29,061,621	\$29,933,470	
Other Taxes	\$ 238,603	\$ 114,458	\$ 144,563	\$ 120,000	\$ 120,000	\$ 122,400	\$ 124,848	\$127,345	
Intergovernmental, Grants & Contracts	\$ 443,408	\$ 875,569	\$ 1,203,136	\$ 454,000	\$ 375,550	\$ 379,351	\$ 383,264	\$392,294	
Charges for Services	\$ 148,213	\$ 45,110	\$ 52,850	\$ 56,000	\$ 106,000	\$ 155,000	\$ 155,000	\$155,000	
Miscellaneous	\$ 814,563	\$ 1,082,149	\$ 6,624,694	\$ 1,910,000	\$ 1,645,500	\$ 881,000	\$ 881,000	\$881,000	
Reserves	\$ 465,858	\$ 27,671	\$ -	\$ 2,400,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$1,000,000	
<b>Total Revenue</b>	<b>\$ 26,309,980</b>	<b>\$ 27,066,820</b>	<b>\$ 33,992,758</b>	<b>\$ 31,535,500</b>	<b>\$ 31,640,415</b>	<b>\$ 31,752,917</b>	<b>\$ 32,605,733</b>	<b>\$32,489,109</b>	
Personnel	\$ 15,597,773	\$ 15,629,745	\$ 15,776,511	\$ 17,565,000	\$ 18,229,688	\$ 18,890,481	\$ 19,527,021	\$20,278,779	
Supplies & Small Equipmt/Tech	\$ 1,233,622	\$ 742,356	\$ 1,455,403	\$ 1,442,225	\$ 1,460,977	\$ 1,480,004	\$ 1,499,309	1,518,897	
Library Materials	\$ 3,505,075	\$ 2,625,240	\$ 3,307,049	\$ 3,900,000	\$ 3,948,000	\$ 3,997,440	\$ 4,048,363	4,100,814	
Other Charges & Services	\$ 3,691,744	\$ 3,558,131	\$ 4,202,345	\$ 4,371,170	\$ 4,279,674	\$ 4,328,654	\$ 4,378,268	4,428,524	
Capital Outlay	\$ 889,883	\$ 1,969,153	\$ 3,745,595	\$ 1,857,105	\$ 1,155,000	\$ 905,050	\$ 905,101	905,152	
Reserves	\$ 465,858	\$ 1,626,023	\$ 3,863,711	\$ 2,400,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	1,000,000	
Debt Service					\$ 300,000	\$ 300,000	\$ 300,000	300,000	
<b>Total Operating Expenditures:</b>	<b>\$ 25,383,955</b>	<b>\$ 26,150,648</b>	<b>\$ 32,350,614</b>	<b>\$ 31,535,500</b>	<b>\$ 31,373,339</b>	<b>\$ 31,901,629</b>	<b>\$ 32,658,061</b>	<b>\$ 32,532,166</b>	
Activity	\$ 926,025	\$ 916,172	\$ 1,642,144	\$ 0	\$ 267,076	\$ (148,713)	\$ (52,328)	\$ (43,057)	
<b>Ending</b>	<b>\$ 926,025</b>	<b>\$ 916,172</b>	<b>\$ 1,642,144</b>	<b>\$ 0</b>	<b>\$ 267,076</b>	<b>\$ (148,713)</b>	<b>\$ (52,328)</b>	<b>\$ (43,057)</b>	

	March Circulation			YTD Circulation		
	2022	2021	Change	2022	2021	Change
Battle Ground Community Library	46,690	26,617	75.41%	128,108	77,560	65.17%
Cascade Park Community Library	67,842	40,899	65.88%	186,092	118,136	57.52%
La Center Community Library	7,037	4,325	62.71%	19,383	13,556	42.98%
Ridgefield Community Library	9,805	5,037	94.66%	27,228	14,627	86.15%
Three Creeks Community Library	47,918	29,736	61.14%	132,597	85,444	55.19%
Vancouver Community Library	55,337	33,588	64.75%	157,732	103,947	51.74%
Vancouver Mall Library	12,106	7,812	54.97%	34,430	24,154	42.54%
Washougal Community Library	8,330	7,251	14.88%	23,108	21,665	6.66%
Green Mountain Library Express	214	7	2957.14%	665	83	701.20%
Yacolt Library Express	5,536	2,357	134.87%	14,618	7,560	93.36%
LibCabinet at Vancouver Mall	7	1,323	-99.47%	30		
<b>Clark County Total</b>	<b>260,822</b>	<b>157,629</b>	<b>65.47%</b>	<b>723,991</b>	<b>466,732</b>	<b>55.12%</b>
Woodland Community Library	5,571	3,958	40.75%	14,620	11,845	23.43%
Yale Library Express	828	155	434.19%	2,161	451	379.16%
<b>Cowlitz County Total</b>	<b>6,399</b>	<b>4,113</b>	<b>55.58%</b>	<b>16,781</b>	<b>12,296</b>	<b>36.48%</b>
Goldendale Community Library	6,693	3,777	77.20%	18,176	10,982	65.51%
White Salmon Valley Community Library	11,334	7,833	44.70%	30,495	22,255	37.03%
Klickitat County Bookmobile	1,383	39	3446.15%	3,238	392	726.02%
<b>Klickitat County Total</b>	<b>19,410</b>	<b>11,649</b>	<b>66.62%</b>	<b>51,909</b>	<b>33,629</b>	<b>54.36%</b>
North Bonneville Community Library	457	566	-19.26%	1,243	1,712	-27.39%
Stevenson Community Library	4,798	3,139	52.85%	12,950	9,947	30.19%
Skamania County Bookmobile	1,444	184	684.78%	3,383	543	523.02%
<b>Skamania County Total</b>	<b>6,699</b>	<b>3,889</b>	<b>72.26%</b>	<b>17,576</b>	<b>12,202</b>	<b>44.04%</b>
District-wide	138	278	-50.36%	378	698	-45.85%
Mail	1,268	5,418	-76.60%	3,556	14,017	-74.63%
InterLibrary Loan Materials	302	19	1489.47%	838	81	934.57%
<b>Misc Total</b>	<b>1,708</b>	<b>5,715</b>	<b>-70.11%</b>	<b>4,772</b>	<b>14,796</b>	<b>-67.75%</b>
Downloadable eBooks	56,135	64,984	-13.62%	166,609	194,895	-14.51%
eMagazines	1,686	2,894	-41.74%	5,360	8,777	-38.93%
Downloadable & streaming audiobooks	53,928	55,874	-3.48%	153,834	159,975	-3.84%
Downloadable & streaming music	19,536	24,335	-19.72%	55,994	79,839	-29.87%
Streaming video	8,086	9,622	-15.96%	24,391	30,370	-19.69%
<b>eContent Total</b>	<b>139,371</b>	<b>157,709</b>	<b>-11.63%</b>	<b>406,188</b>	<b>473,856</b>	<b>-14.28%</b>
<b>TOTAL</b>	<b>434,409</b>	<b>340,704</b>	<b>27.50%</b>	<b>1,221,217</b>	<b>1,013,511</b>	<b>20.49%</b>



# Two local projects receive funding in 2022 state capital budget

[thereflector.com/stories/two-local-projects-receive-funding-in-2022-state-capital-budget,286496](https://thereflector.com/stories/two-local-projects-receive-funding-in-2022-state-capital-budget,286496)



The Washington State Capitol building is seen on Saturday in Olympia.

Jared Wenzelburger / [jared@chron](mailto:jared@chron)

Posted Monday, March 21, 2022 6:35 pm

Rick Bannan / [rick@thereflector.com](mailto:rick@thereflector.com)

Washington state's 2022 supplemental capital budget approved by the state Legislature features close to \$800,000 for projects in Ridgefield and Woodland, as the project to replace the Interstate 5 bridge over the Columbia River received \$1 billion in funding for the bi-state project to move forward.

On March 9, the Washington State Legislature agreed on the supplemental budget, which adds capital projects across the state to its biennial budget approved last year.

Of those new additions, \$515,000 was awarded toward the construction of the new Woodland Community Library, and \$258,000 went to Ridgefield for the construction of a splash pad at Overlook Park.

Woodland's library project has been years in the making. In 2013, the Fort Vancouver Library District, which oversees libraries in Battle Ground, La Center, Ridgefield, Woodland and Yacolt, commissioned a facilities study which identified the need for bigger or new spaces within its jurisdiction.

The new building will be located on land purchased by the library district at 660 Goerig St. in Woodland. Initially planned to be a 12,000-square-foot facility, the district downsized its plans after the cost estimate came in at \$2 million more than initially planned, an update from the district stated in December.

Because of that increase, the library district's board of directors voted to pursue a smaller building at roughly 7,500-square-feet. The pared-down facility will still be more than three times the size of the library's current location.

The redesign process for the new library is set to begin early this year, according to the December update.

Alongside Woodland's funding, Ridgefield will see more than a quarter-million in funding to one of its quality of life improvements.

Ridgefield's planned splash pad for Overlook Park will feature a design that incorporates aesthetics based on the Ridgefield National Wildlife Refuge it overlooks and Mount St. Helens. During a December Ridgefield City Council meeting, city Public Works Director Bryan Kast said the city had around \$500,000 budgeted for the project in 2022 alongside state funding. He said the city's parks board favored a concept that allows the pad to be used year-round for events when weather doesn't warrant the water.

The pad will use a recirculated water system. Kast said a system that funneled the water from the splash pad into the sewer system was cheaper, but it was not as environmentally friendly. That approach also was not favored by state health officials who preferred the recirculating system with treatment similar to a pool.

Outside of capital budget funding, North Clark County will also benefit from funding earmarked for Interstate 5 improvements across the Columbia River.

Though much of the North Clark County delegation in Olympia was against the overall \$17 billion "Move Ahead Washington" transportation funding package passed by the Legislature, most agreed the \$1 billion in earmarked funding for the Interstate Bridge Replacement Project was one of the good things to come out of the legislation.

Rep. Paul Harris, R-Vancouver, said he supported funding for the project 100%, but he didn't support how it would be funded. He cited tax increases, a general focus on the Puget Sound region at the expense of the rest of the state, and annual \$57 million transfers from the state's Public Works Assistance Account among his reasons for rejecting the overall package.

In contrast, Vancouver Democratic Sen. Annette Cleveland was decidedly more approving of the bill's passage.

"The I-5 bridge replacement funded by this package is the reason I came to Olympia 10 years ago," Cleveland said in a statement following the House of Representatives and Senate's agreement on the bill. "The ancient, inadequate I-5 bridge we rely on every day is decades overdue for replacement, and I knew our community could not move forward until we have a bridge designed for today's traffic, transit and climate needs."

Both the capital and transportation budgets need to be signed by Gov. Jay Inslee before they become law.

## Comments

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No comments on this item [Please log in to comment by clicking here](#)

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# Architects give first glimpse of future Washougal library options

[camaspostrecord.com/news/2022/mar/24/architects-give-first-glimpse-of-future-washougal-library-options](https://camaspostrecord.com/news/2022/mar/24/architects-give-first-glimpse-of-future-washougal-library-options)

March 24, 2022

## Community members weigh in on 'very, very early' building designs

By [Doug Flanagan](#) | March 24, 2022 10:34 am | [comments](#)



Hacker Architect's first of four designs for the new library planned for downtown Washougal includes space for six onsite parking spots.

([Doug Flanagan](#)/Post-Record)

Doug Flanagan/Post-Record Laura Klinger of Hacker Architects (left) talks with attendees during a public meeting about the new Washougal library on Wednesday, March 16, at the Children's Home Society of Washington building in Washougal.



Doug Flanagan/Post-Record A sign marks the future home of the new Washougal library.

Doug Flanagan/Post-Record Amalie Reynaud of Hacker Architects talks with attendees during a public meeting about the new Washougal library on Wednesday, March 16, at the Children's Home Society of Washington building in Washougal. (Contributed illustration courtesy of Hacker Architects)



Hacker Architects employee Marissa Jordan (left), Fort Vancouver Regional Library executive director Amelia Shelley (center) and Washougal Community Library manager Rachael Ries (right) talk about the new Washougal library during a public meeting at the Children's Home Society of Washington in Washougal, on March 16, 2022. (Doug Flanagan/Post-Record)



A Portland-based architectural firm and Fort Vancouver Regional Library (FVRL) have given local residents their first look at what a new downtown Washougal library might look like.

Hacker Architects presented its initial renderings of the proposed facility during two public meetings, held Wednesday, March 16, at the Children's Home Society of Washington building and 54-40 Brewing Company in Washougal.



Hacker Architects employees Laura Klinger, Marissa Jordan and Amalie Reynaud showed four possible designs for the new building, outlined their vision for how it could fit into the current downtown aesthetic and took questions from the attendees, who later provided feedback via sticky notes.



“We love to develop libraries on this scale, from 10,000 to 30,000 square feet, for communities where we can come and get to know them and the history and what’s important about them and interweave that into the design, so every design is different and is really rooted into (that community),” Klinger said during the first session of the day at the Children’s Home Society of Washington building. “We want to reflect the community of Washougal in the design. That’s why these meetings are really important — we want to hear from you.”

Hacker is planning for the new facility to be 13,360 square feet, taking most of the 17,250-square-foot lot earmarked for the new library on Durgan Street, between Main and “C” streets, according to Reynaud, who said the firm is in its “very, very early stages of the design process.”

“We’re studying the site itself and how these different programs can fit on it and where the ‘big rocks,’ so to speak, want to be on the site,” she said. “And of course, the important question is how does the outdoor space — the leftover site space, about 4,000 square feet — fit into the design of the building? The key differentiator (among the design options) is how we’re using those 4,000 square feet of extra site space, which we know is very important to the library and also to the community.”

All four of the design plans included separate areas for adults, teenagers and children that will hold a combined 45,000 books, periodicals and other materials; 46 seats for reading or computer use; and 32 lounge seats.

“With these adult spaces, the intent is really to be able to host a variety of uses — the more traditional quiet reading spaces and also room for collaboration and gathering with others,” Jordan said. “What’s important for children’s spaces in libraries that we’ve seen is flexibility, of course, but also learning through play, so it’s not just about books — it’s about the space and additional uses.

“And we heard a lot during our last community meeting that teens really wanted their own room,” Jordan continued. “We heard that from a couple of teens and we also heard that from everyone else. They want their own individual space to hang out with each other, a space for gaming, reading, and studying, that’s basically separate from the (rest of the) library.”

The design options also include a large, centrally located community meeting room that could hold between 86 (seated) and 186 (standing) people.

“This space would ideally be located central in the library space right off the lobby near the restrooms so that it could be used by the library program during the day but also rented out after hours for events and such,” Reynaud said. “The program also includes a smaller, six-to-10-person meeting room and two, two-to-four-person meeting rooms that could be rented out and used by groups for studying or quiet time, or (people) who needed to be a little bit louder.”

The first design incorporates six parking stalls and a one-way drive aisle with book drop into the leftover site space, with a main entry approximately 75 feet from Main Street.

“(The first option) looks at maybe squeezing some parking onto the site, which might be a little challenging,” Reynaud said. “You enter into a central lobby. The children’s reading room would be at the north end of the site and the adult reading room would be at the south end of the site, directly engaged with Main Street.”

“There’s a mixed-use, four-to-five-story building that is being designed for the neighboring lot just to the east of the site. We like to consolidate the program spaces that don’t need a lot of natural light or access along that edge, that property boundary there. You have your services and spaces that don’t need as much light to the east side of the property. Then the admin and staff offices would be at the north end, with windows to the north light and access point to the parking lot.”

The second design incorporates a recessed walkway along Durgan Street and an entry court off “C” Street into the leftover space, with a main entry approximately 108 feet from Main Street.

“The second option takes that 4,000 square feet of outdoor space and kind of cuts it in half,” Reynaud said. “One idea would be to create a setback off of Durgan Street to create a covered entry, kind of a porch that would run along the length of Durgan, so you’d have more of a narrow building. It also provides a much larger entry port that comes off of “C” Street. This would be a secondary entrance coming from the City Hall parking lot to the north and direct people into the central lobby. The plan is laid out similar to the first one where the children’s reading room would be to the north and the adult reading room would be to the south.”

The third design incorporates an entry court off Main Street and a separate staff entrance into the leftover site space, with a main entry approximately 89 feet from Main Street.

“This third idea has a similar concept with the entry port,” Reynaud said. “However, there’s a pretty generous setback from the mixed-use building to the east, so there would actually be an entry port coming off of Main Street that brings you into the lobby. There would also be a more narrow entry coming off of ‘C’ Street to the north. The community room in this scheme has the ability to open onto the courtyard space for outdoor public events that could flow in and out of the community room and into the courtyards.”

The fourth design incorporates a central courtyard and an entry court off of “C” Street into the leftover space, with a main entry approximately 110 feet from Main Street.

“The fourth option takes most of that 4,000 square feet of outdoor space and creates a large central courtyard directly across from the lobby as you enter,” Reynaud said. “This option also has a generous entry and entry court off of ‘C’ Street. Those two would be connected. There would be a courtyard as you enter from ‘C’ Street, which is also large enough to use for library events and everyday reading and program functions.”

“This is the only scheme that shows the children’s reading room having sort of a diagonal relationship to the adult reading room. One advantage of that is that the children’s reading room has lots of natural light onto that entry court coming from ‘C’ Street. It also has the ability to open onto the courtyard so there can be events that spill in and out of the two spaces.”

The architects will use the feedback in their efforts to finalize a conceptual rendering and develop a preliminary cost estimate, according to Washougal Community Library manager Rachael Ries.

FVRL has contributed about \$3 million toward the project, and The Friends of the Washougal Library group and the FVRL Foundation have collected more than \$360,000 through various fundraising events.

“With the current pricing of construction per square foot, we’re roughly estimating \$7.5 million to build a 13,000-square-foot library, and we (have) just under \$4 million, so we still have \$3.5 to \$4 million left to raise,” Ries told the Post-Record earlier this month. “The Friends of Washougal Community Library and the Fort Vancouver Regional Library Foundation will continue actively seeking and campaigning for support for a new library in Washougal. Our hope is to find enough supporters and donors who want to invest in this project that construction can begin in early 2023.”

The Friends group and the FVRL Foundation will hold their next event, titled “A Novel Night,” on Aug. 6, at Get-To-Gather Farm in Washougal. The event is being planned as a “farm-to-table fundraising dinner experience,” according to a promotional flier.

For more information about the event or ways to get involved with fundraising efforts, visit [washougallibraryfriends.org](http://washougallibraryfriends.org) or [fvrlfoundation.org](http://fvrlfoundation.org).



# LETTERS FROM THE COMMUNITY

[goldendalesentinel.com/opinion/letters-from-the-community/article\\_b6335b3c-b5da-11ec-9e95-534e37a1d57b.html](https://goldendalesentinel.com/opinion/letters-from-the-community/article_b6335b3c-b5da-11ec-9e95-534e37a1d57b.html)

April 6, 2022



## What is a Community Library?

The value of a library goes beyond the joy of immersing oneself in a good story. It is a free public space for everyone to be able to visit and browse for materials of their interest, and it is also a place to discover new things.

Everyone may have a slightly different view of what a community library is to them, and two people may experience the same thing completely differently due to our diverse experiences and perspectives in life.

The mission of Fort Vancouver Regional Libraries (FVRL) is “to strengthen our communities through knowledge, experiences, and creativity” and we do so by providing a vast collection of books, movies, magazines, and other resources. We provide an assortment of programs such as computer classes, one-on-one help with your phone or laptop, programs to make art, learn history or a language, attend a video game club, or check out a board game. The Goldendale Community Library just finished our bookmark contest and are preparing for summer learning. Libraries are also a part of a network for essential services to assist people in need of finding rent assistance, food banks, citizenship questions, internet access, bookmobile services, tax prep, and more.

Goldendale Community Library currently has over 16,000 books, audiobooks, magazines, and DVDs on its shelves. If you don’t see what you want, our collection comprises over 600,000 items housed within 15 branches and two bookmobiles. This gives everyone the opportunity to find what they are looking for. Our collection expands to online resources which includes but is not limited to electronic books and audiobooks, news, professional development, test preparation, grant and scholarship resources, auto repair, crafting, and small business resources. If you still don’t see what you want, we have interlibrary loans from libraries across the nation, or you can suggest purchase of the item.

What comes next?

As we are able, we will be slowly and safely bringing back in-person programs. Here are a few programs we are planning: The Exquisite Gorge Project II: Fiber Art in partnership with the Maryhill Museum of Art. The NASA @ My Library grant continues through August which has

helped to fund STEM experience kits, and a community recycled sculpture program is set for this summer, in partnership with Klickitat County Solid Waste Department.

The Friends of the Library are active and looking for volunteers. Lastly, a Yarn Bomb! Inquire at the library to get involved. We look forward to seeing you at the Goldendale Community Library.

Terra McLeod

Branch Manager

Goldendale Library