

W. 10. a.
04-3-10-21

AGENDA COVER MEMO

AGENDA DATE: March 10, 2004

TO: LANE COUNTY BOARD OF COMMISSIONERS

DEPT.: LANE COUNTY OFFICE OF LEGAL COUNSEL

PRESENTED BY: Teresa J. Wilson, County Counsel



AGENDA ITEM TITLE: In the Matter of Formation of the Lane Library District

I. MOTION: I MOVE TO ACCEPT THE CASH DEPOSIT AS SECURITY FOR THE COSTS OF FORMATION, FILE THE PETITION FOR FORMATION OF THE LANE LIBRARY DISTRICT, AND REFER THE MATTER TO THE BOUNDARY COMMISSION.

II. ISSUE OR PROBLEM: The citizens in the Creswell area wish to form a library district. The County needs to set the amount of the cash deposit to cover the costs of formation, file the petition, and refer the matter to the Boundary Commission.

III. DISCUSSION:

A. Background. Citizens in the area encompassed by the Creswell School District desire to form a single purpose district that will expand and improve the services of the Creswell Library, an all-volunteer library. The petitioners propose to have the district begin providing services in July 2005, with the majority of services being available by January 2006. A more complete description of the proposed services and service delivery method is contained in their economic feasibility analysis. The petitioners have circulated petitions requesting formation of a library district and obtained sufficient valid signatures to initiate the formation process.

B. Analysis. ORS Ch. 198 provides that a petition may be circulated to initiate formation proceedings for a special district, in this case, a library district under ORS Ch. 357. Before the petition is formally accepted for filing, it must be accompanied by a bond or other deposit in an amount approved by the Board, not to exceed \$100 per precinct. The deposit is to insure the County will be paid the costs of the attempted formation in the event it is unsuccessful. If it is successful, the district pays the costs. ORS 198.775. The petitioners have tendered \$300 (there are three precincts) and a statement indicating they will pay the excess costs, complying with ORS 198.775(1)(b).

The petitioners have indicated that by the time of the meeting on March 10, they will supply all other information necessary to accomplish the filing with the Boundary Commission, as required by OAR 191-06-010, including the required filing fee; otherwise, I shall inform you at the meeting.

C. Alternatives/Options. By statute, if sufficient signatures are certified and the security deposit is reasonable, the formation process must be commenced. Since this type of district is

within the jurisdiction of the Boundary Commission, the matter must be referred to the Commission.

D. Recommendations. I recommend the Board accept the petition and deposit for filing and refer the matter to the Boundary Commission.

E. Timing. The County has 10 days after the petition is deemed filed to complete the filing with the Boundary Commission per ORS 198.800(1) and 199.476. The Boundary Commission has 120 days to act after the Board files the petition with the Commission.

IV. IMPLEMENTATION/FOLLOW-UP: Upon adoption, County Counsel will deliver certified copies of the order and petition to the Boundary Commission.

V. ATTACHMENTS:

Order with attached petition, legal description and map
Security Deposit Statement with copy of receipt
Description of Services and Functions to be Provided by the Lane Library District
Creswell City Council Resolution 2004-04 in support of petition
Certificate of County Clerk

IN THE BOARD OF COUNTY COMMISSIONERS
OF LANE COUNTY, OREGON

ORDER NO. 04-3-10-

) IN THE MATTER OF FORMATION OF
) THE LANE LIBRARY DISTRICT

WHEREAS, a petition for the formation of the Lane Library District has been circulated and signatures collected, and

WHEREAS, the Chief Deputy County Clerk has certified that the requisite number of qualified signatures have been obtained, and

WHEREAS, the chief petitioners have tendered a cash deposit for \$300 as security for the costs and a statement that if the formation is not successful, they shall pay the County Treasurer the amount of the excess costs, pursuant to ORS 198.775, and

WHEREAS, the chief petitioners have tendered to the Boundary Commission the Boundary Commission Information forms, County Assessor's cadastral maps, a legal description, an economic feasibility analysis, a statement regarding the consistency with the applicable acknowledged comprehensive plan and local land use regulations, and the Boundary Commission filing fee, all as required by OAR 191-06-010, now therefore, it is hereby

ORDERED that the petition, a copy of which is attached and incorporated by this reference, is hereby accepted for filing, and it is further

ORDERED that the Board approves the amount of the security deposit of \$300, and it is further

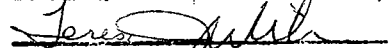
ORDERED that pursuant to ORS 198.800(1) and 199.476, certified copies of the petition and this order be delivered to the Lane County Local Government Boundary Commission.

DATED this 10th day of March 2004.

Bobby Green, Sr., Chair
Lane County Board of Commissioners

APPROVED AS TO FORM

Date 3/1/04 Lane County



OFFICE OF LEGAL COUNSEL

BEFORE THE BOARD OF COMMISSIONERS
LANE COUNTY, STATE OF OREGON

Petition for Formation of the Lane Library District

The undersigned electors or property owners within the territory described in this Petition hereby petition the Lane County Board of Commissioners for formation of a special district organized under ORS Chapter 357:

1. This Petition is filed pursuant to ORS 198.705 to 198.955.
2. The name and principal act of all affected districts and counties are:
 - A. South Lane County Fire & Rescue; ORS Chapter 478
 - B. Goshen Rural Fire Protection District; ORS Chapter 478
 - C. Eugene Rural Fire Protection District No. 1; ORS Chapter 478
 - D. Port of Siuslaw; ORS Chapter 777
 - E. Lane County; ORS Chapter 201-215
 - F. City of Creswell; ORS Chapter 221
 - G. Creswell School District; ORS Chapter 332
 - H. Lane Community College; ORS Chapter 341
 - I. Lane Education Service District; ORS Chapter 334
 - J. Emerald People's Utility District; ORS Chapter 261

3. This is a proposal for the formation of a special district, the principal act of which is Chapter 357 of the Oregon Revised Statutes. The Board of Directors of the District is to be elected at large and are to be five (5) in number.

4. The legal description of the proposed district is shown on Exhibit A, attached to this Petition, and is depicted on the map attached hereto as Exhibit B, and the property is inhabited.

5. The name of the proposed district is the Lane Library District.

6. The proposed permanent tax rate is \$0.59 per \$1,000 of assessed valuation.

7. The chief petitioners of this petition are:

<u>Name</u>	<u>Address, Street/City</u>
Carol Campbell	82044 Mahr Lane, Creswell, OR 97426
Verlean McCoy	115 S. 3 rd Street, P.O. Box 579, Creswell, OR 97426
William McCoy	115 S. 3 rd Street, P.O. Box 579, Creswell, OR 97426

8. The proposed formation is not subject to any proposed terms or conditions.

9. This Petition consists of counterparts which contain signatures of electors and/or landowners in the proposed district.

DATED this 24th day of February, 2004.

Verlean McCoy
Chief Petitioner

William McCoy
Chief Petitioner

Carol Campbell
Chief Petitioner

**LEGAL DESCRIPTION
for the
LANE LIBRARY DISTRICT**

A tract of land located in Lane County, Oregon and more particularly described as follows:

Beginning at the Northeast corner of Township 19 South, Range 3 West, Willamette Meridian; thence Westerly along the Fourth Standard Parallel, a distance of 1,075 feet more or less to the main channel of the Coast Fork of the Willamette River; thence Southerly along said main channel, a distance of 8,875 feet more or less to a point, said point being 1,105 feet more or less Westerly of the Southwest corner of the E. L. Bristow Donation Land Claim No. 51 located in Section 7, Township 19 South, Range 2 West of the Willamette Meridian; thence Easterly, a distance of 1,105 feet more or less to said Southwest Corner; thence continuing Easterly along the south line of said Donation Land Claim No. 51, a distance of 3,010 feet more or less to a point; thence Southerly, a distance of 1,585 feet more or less to a point; thence Easterly 1,495 feet more or less to a point on the East line of the B. Despain Donation Land Claim No. 52, said point being located in Section 8 of said Township and Range and located within Rodgers Road (County Road No. 937); thence Southerly along the east line of said Donation Land Claim No. 52, a distance of 1,105 feet more or less to a point; thence Westerly, a distance of 990 feet more or less to a point; thence Southerly, a distance of 170 feet more or less to a point, said point being on the south line of said Donation Land Claim No. 52 in Section 7 of said Township and Range; thence Westerly along said south line, a distance of 500 feet more or less to a point; thence Southerly, a distance of 60 feet more or less to the centerline of Danstrom Road (County Road No. 518 and 937); thence Easterly along said Danstrom Road, a distance of 1,480 feet more or less to the Northeast corner of Wm. R. Jones Donation Land Claim No. 54, said corner is located in Section 8 of said Township and Range and in the centerline of Rodgers Road (County Road No. 937); thence Southerly along the centerline of said Rodgers Road (County Road No. 272), a distance of 450 feet more or less to a point, said point being located in Section 17 of said Township and Range; thence Southeasterly along the centerline of said Rodgers Road, a distance of 2,580 feet more or less to a point; thence continuing Southeasterly along the centerline of Morton Road (County Road No. 640), a distance of 3,900 feet more or less to a point; thence Southwesterly along an extension of the centerline and centerline of said Morton Road, a

Exhibit A

distance of 1,380 feet more or less to a point; thence Southeasterly along the centerline of said Morton Road, a distance of 210 feet more or less to a point, said point being on the section line common to Sections 17 and 20 of said Township and Range; thence Easterly along said section line, a distance of 930 feet more or less to the corner common to Sections 16, 17, 20 and 21 of said Township and Range; thence continuing Easterly along the section line common to said Sections 16 and 21, a distance of 5,280 feet more or less to the corner common to Sections 15, 16, 21 and 22 of said Township and Range; thence continuing Easterly along the section common to said Sections 15 and 22, a distance of 5,310 feet more or less to the corner common to Sections 14, 15, 22 and 23 of said Township and Range; thence Southerly along the section line common to Sections 22 and 23, a distance of 5,280 feet more or less to the corner common to Sections 22, 23, 26 and 27 of said Township and Range; thence Easterly along the section line common to said Sections 23 and 26, a distance of 5,280 feet more or less to the corner common to Sections 23, 24, 25 and 26; thence continuing Easterly along the section line common to said Sections 24 and 25 to the Northeast corner of said Section 25, said corner is on the range line common to Township 19 South, Range 2 West and Range 3 West of the Willamette Meridian; thence Southerly along said range line a distance of 5,280 feet more or less to the southeast corner of said Section 25; thence continuing Southerly along said range line, a distance of 5,280 feet more or less to the Southeast corner of Township 19 South, Range 2 West of the Willamette Meridian; thence Westerly along the township line common to Township 19 South and Township 20 South, Range 2 West of the Willamette Meridian, a distance of 5,280 feet more or less to the corner common to Sections 35 and 36 of Township 19 South, Range 2 West of the Willamette Meridian; thence continuing Westerly along said township line, a distance of 5,280 feet more or less to the corner common to Sections 34 and 35 of said Township and Range; thence continuing Westerly along said township line, a distance of 5,280 feet more or less to the corner common to Sections 33 and 34 of said Township and Range; thence Northerly along the section line common to said Sections 33 and 34, a distance of 2,640 feet more or less to the one-quarter corner common to said Sections 33 and 34; thence Westerly along the east-west center line section of said Section 33, a distance of 5,280 feet more or less to the one-quarter corner common to Sections 32 and 33 of said Township and Range; thence continuing Westerly along the east-west center section line of said Section 32, a distance of 5,305 feet more or less to the one-quarter corner common to Sections 31 and 32 of said Township and Range; thence

continuing Westerly along the east-west center section line of said Section 31, a distance of 5,375 feet more or less to the one-quarter corner common to said Section 31 and Section 36, Township 19 South, Range 3 West of the Willamette Meridian; thence continuing Westerly along the center section line of said Section 36, a distance of 5,280 feet more or less to the one-quarter corner common to Sections 35 and 36, Township 19 South, Range 3 West of the Willamette Meridian; thence continuing Westerly along the center section line of said Section 35, a distance of 5,250 feet more or less to the one-quarter corner common to Sections 34 and 35 of said Township and Range; thence continuing Westerly along the center section line of said Section 34 a distance of 520 feet more or less to the Easterly right-of-way line of the Southern Pacific Railroad; thence Southwesterly along said right-of-way line, a distance of 2,850 feet more or less to a point, said point being on the South section line of said Section 34 and on the township line common to Township 19 South and Township 20 South, Range 3 West of the Willamette Meridian; thence Westerly along said township line, a distance of 3,760 feet more or less to the section corner common to Sections 33 and 34, Township 19 South, Range 3 West of the Willamette Meridian; thence continuing Westerly along said township line, a distance of 1,670 feet more or less to the Southwest corner of the G. W. Harper Donation Land Claim No. 65; thence Northerly along the west line of said Donation Land Claim, a distance of 2,670 feet more or less to a point; thence Westerly, a distance of 3,410 feet more or less to the Westerly Southwest Corner of the J. M. Farlow Donation Land Claim No. 66; thence Northerly along the most westerly line of said Donation Land Claim, a distance of 1,760 feet more or less to the Northwest corner of said Donation Land Claim; thence Easterly along the north line of said Donation Land Claim, a distance of 1,120 feet more or less to the Southeast corner of Government Lot 4 of said Section 33; thence Northerly along the east line of said Government Lot, a distance of 890 feet more or less to the Northeast corner of said Government Lot; thence continuing Northerly along the west line of Government Lot 4 of Section 28, Township 19 South, Range 3 West of the Willamette Meridian, a distance of 1,330 feet more or less to the Northwest corner of said Government Lot; thence Westerly along the south sixteenth line of said Section 28, a distance of 1,320 feet more or less to the South sixteenth corner common to Sections 28 and 29 of said Township and Range; thence continuing Westerly along the south sixteenth line of said Section 29, a distance of 5,295 feet more or less to the South sixteenth corner common to Sections 29 and 30 of said Township and Range; thence continuing Westerly






along south sixteenth line of said Section 30, a distance of 660 feet more or less to the Southwest corner of the West one-half of the Northeast one-quarter of the Southeast one-quarter of said Section 30; thence Northerly along the west line of said West one-half and extension thereof, a distance of 3,980 feet more or less to the Northwest corner of the West one-half of the Northeast one-quarter of the Northeast one-quarter of said Section 30; thence Westerly along the section line common to Sections 19 and 30 of said Township and Range, a distance of 1,980 feet more or less to the one-quarter corner common to said Sections 19 and 30; thence Southerly along the north-south center section line, a distance of 1,330 feet more or less to the Northeast corner of the Southeast one-quarter of the Northwest one-quarter of said Section 30; thence Westerly along the north line of said Southeast one-quarter, a distance of 1,320 feet more or less to the Northwest corner of said Southeast one-quarter; thence Southerly along the west line of said Southeast one-quarter, a distance of 1,330 feet more or less to the Southeast corner of the Southwest one-quarter of the Northwest one-quarter of said Section 30; thence Westerly along the south line of said Southwest one-quarter, a distance of 1,450 feet to the one-quarter corner common to said Section 30 and Section 25, Township 19 South, Range 4 West of the Willamette Meridian; thence Northerly along the section line common to said Sections 25 and 30, a distance of 2,670 feet more or less to the section corner common to Sections 19 and 30, Township 19 South, Range 3 West and Sections 24 and 25, Township 19 South, Range 4 West of the Willamette Meridian; thence Westerly along the section line common to said Sections 24 and 25, a distance of 5,285 feet more or less to the section corner common to Sections 23, 24, 25 and 26, Township 19 South, Range 4 West of the Willamette Meridian; thence Southerly along the section line common to said Sections 25 and 26, a distance of 1,330 feet more or less to the Northeast corner of the Southeast one-quarter of the Northeast one-quarter of said Section 26; thence Westerly along the north line of said Southeast one-quarter, a distance of 1,320 feet more or less to the Northwest corner of said Southeast one-quarter; thence Southerly along the west line of said Southeast one-quarter, a distance of 1,320 feet more or less to the Southwest corner of said Southeast one-quarter; thence Westerly along the east-west center section line of said Section 26, a distance of 3,970 feet more or less to the one-quarter corner common to Sections 26 and 27 of said Township and Range; thence Northerly along the section line common to said Sections 26 and 27, a distance of 2,640 feet more or less to the corner common to Sections 22, 23, 26 and 27 of said Township and Range; thence Westerly along the section line common to

Sections 22 and 27, a distance of 5,280 feet more or less to the corner common to Sections 21, 22, 27 and 28 of said Township and Range; thence continuing Westerly along the section line common to said Sections 21 and 28, a distance of 5,330 feet more or less to the corner common to Sections 20, 21, 28 and 29 of said Township and Range; thence Northerly along the section line common to said Sections 20 and 21, a distance of 5,290 feet more or less to the corner common Sections 16, 17, 20 and 21 of said Township and Range; thence continuing Northerly along the section line common to said Sections 16 and 17, a distance of 5,280 feet more or less to the corner common to Sections 8, 9, 16 and 17 of said Township and Range; thence continuing Northerly along the section line common to said Sections 8 and 9, a distance of 2,640 feet more or less to the one-quarter corner common to said Sections 8 and 9; thence Easterly along the east-west center section line of said Section 9, a distance of 5,280 feet more or less to the one-quarter corner common to Sections 9 and 10 of said Township and Range; thence continuing Easterly along the east-west center section line of said Section 10, a distance of 5,300 feet more or less to the one-quarter corner common to Sections 10 and 11 of said Township and Range; thence continuing Easterly along the east-west center section line of said Section 11, a distance of 5,300 feet more or less to the one-quarter corner common to Sections 11 and 12 of said Township and Range; thence continuing Easterly along the east-west center section line of said Section 12, a distance of 5,250 feet more or less to the one-quarter corner common to said Section 12 and Section 7, Township 19 South, Range 3 West of the Willamette Meridian; thence Northerly along the section line of said Sections 7 and 12, a distance of 2,650 feet more or less to the corner common to Sections 1 and 12, Township 19 South, Range 4 West and Sections 6 and 7, Township 19 South, Range 3 West of the Willamette Meridian; thence continuing Northerly along the section line common to said Sections 1 and 6, a distance of 5,280 feet more or less to the Southwest corner of Township 18 South, Range 3 West of the Willamette Meridian; thence Westerly along the Fourth Standard Parallel South, a distance of 5,280 feet more or less to the south section corner common to Sections 31 and 32, Township 18 South, Range 3 West of the Willamette Meridian; thence continuing Westerly along said Standard Parallel, a distance of 4,550 feet more or less to the westerly right-of-way line of Beymer Road (County Road No. 269); thence Northerly along said westerly right-of-way line, a distance of 5,660 feet more or less to a point, said point being the intersection of said right-of-way line and the section line common to Sections 29 and 32 of said Township and Range; thence Northeasterly along said

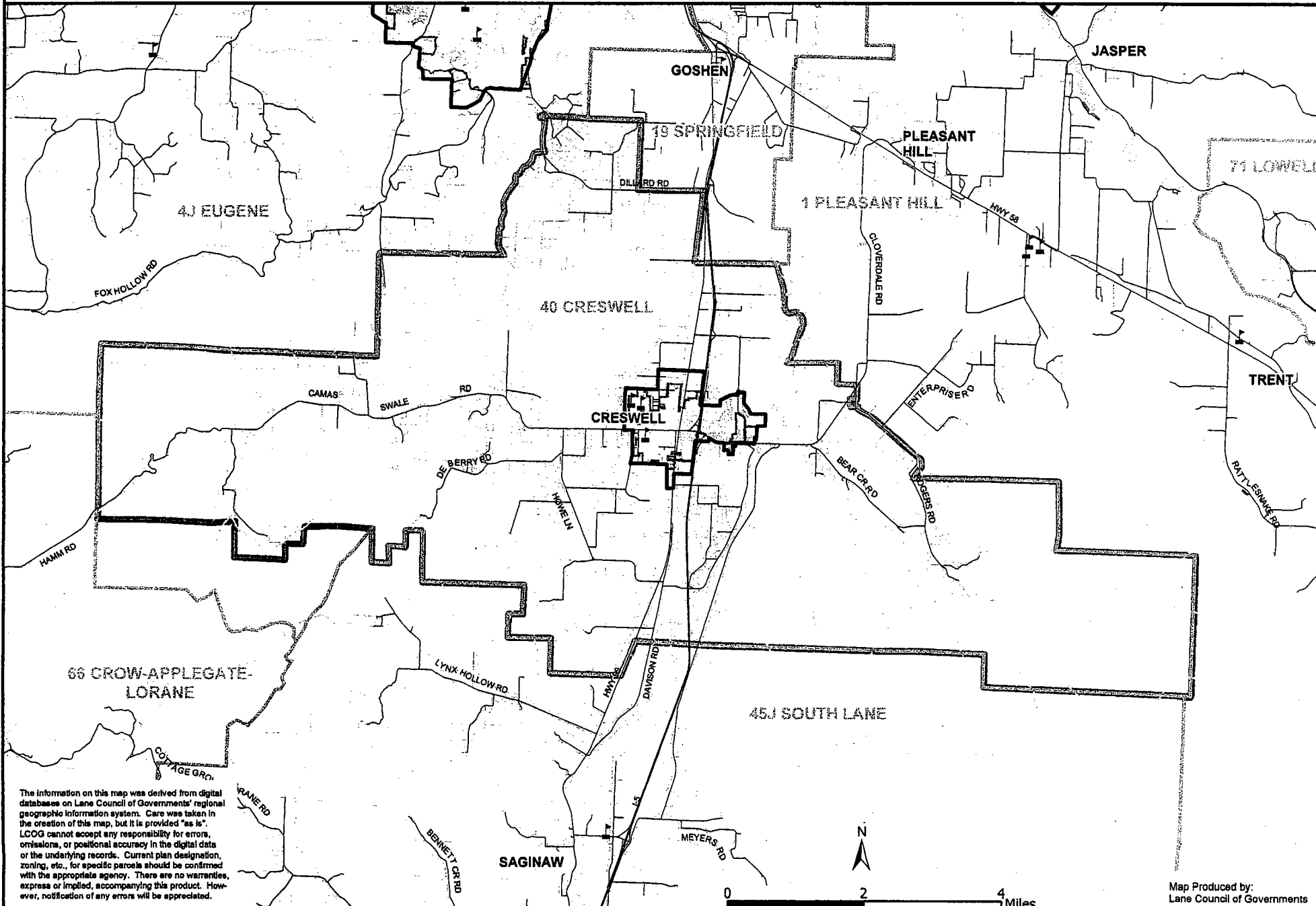
right-of-way line, a distance of 1,280 feet more or less to a point, said point being the intersection of said right-of-way line and the section line common to Sections 28 and 29 of said Township and Range; thence continuing Northeasterly along said right-of-way line, a distance of 2,760 feet more or less to a point, said point being the intersection of said right-of-way line and the westerly right-of-way line or Dillard Road (County Road No. 1014); thence Northerly along said Dillard Road right-of-way line, a distance of 2,660 feet more or less to a point, said point being the intersection of said right-of-way and the section line common to Sections 21 and 28 of said Township and Range; thence Easterly along the section line common to said Sections 21 and 28, a distance of 3,385 feet more or less to the corner common to Sections 21, 22, 27 and 28 of said Township and Range; thence continuing Easterly along the section line common to said Sections 22 and 27, a distance of 3,985 feet more or less to the Northwest corner of Government Lot 4 of said Section 27; thence Southerly along the west line of said Government Lot and extension thereof, a distance of 5,330 feet more or less to a point, said point being on the section line common to Sections 27 and 34 of said Township and Range and being within Dillard Road (County Road No. 630); thence Easterly along said section line, a distance of 1,310 feet more or less to the corner common to Sections 26, 27, 34 and 35 of said Township and Range; thence continuing Easterly along the section line common to Sections 26 and 35, a distance of 3,710 feet more or less to a point, said point being the intersection of said section line and the westerly right-of-way line of the Southern Pacific Railroad; thence Southwesterly along said right-of-way line, a distance of 5,300 feet more or less to a point, said point being on the south section line of said Section 35 and on the Fourth Standard Parallel South; thence Easterly along said Standard Parallel, a distance 1,970 feet more or less to the corner common to Sections 35 and 36 of said Township and Range; thence continuing Easterly along said Standard Parallel, a distance of 5,340 feet to the Point of Beginning.

Proposed Lane Library District

Creswell School District 40,
2000 Census Population Estimate: 7,492

-  Schools
-  City Limits
-  Proposed Library District
-  Urban Growth Boundary
-  School District Boundary

February 2004



The information on this map was derived from digital databases on Lane Council of Governments' regional geographic information system. Care was taken in the creation of this map, but it is provided "as is". LCOG cannot accept any responsibility for errors, omissions, or positional accuracy in the digital data or the underlying records. Current plan designation, zoning, etc., for specific parcels should be confirmed with the appropriate agency. There are no warranties, express or implied, accompanying this product. However, notification of any errors will be appreciated.

Map Produced by:
Lane Council of Governments

SECURITY DEPOSIT FOR SPECIAL DISTRICT FORMATION OR REORGANIZATION

FORMATION ANNEXATION WITHDRAWAL DISSOLUTION

LANE LIBRARY District

3 No. of precincts in district @ \$ 100.00 per precinct = \$ 300.00 (maximum of \$10,000)
total deposit

PERSONS/ORGANIZATIONS PROVIDING ANY PART OF CASH/SECURITY DEPOSIT

1. NAME (PRINT) Creswell Public Library Foundation SIGNATURE *William McCoy* TREASURER
 RESIDENCE ADDRESS _____
 MAILING ADDRESS (IF DIFFERENT) P.O. Box 1180
 CITY, STATE, ZIP CODE Creswell, OR 97426
 AMOUNT OF CONTRIBUTION/VALUE OF SECURED DEPOSIT _____
 KIND OF CONTRIBUTION:* CASH BOND OTHER SECURITY DEPOSIT

2. NAME (PRINT) _____ SIGNATURE _____
 RESIDENCE ADDRESS _____
 MAILING ADDRESS (IF DIFFERENT) _____
 CITY, STATE, ZIP CODE _____
 AMOUNT OF CONTRIBUTION/VALUE OF SECURED DEPOSIT _____
 KIND OF CONTRIBUTION:* CASH BOND OTHER SECURITY DEPOSIT

3. NAME (PRINT) _____ SIGNATURE _____
 RESIDENCE ADDRESS _____
 MAILING ADDRESS (IF DIFFERENT) _____
 CITY, STATE, ZIP CODE _____
 AMOUNT OF CONTRIBUTION/VALUE OF SECURED DEPOSIT _____
 KIND OF CONTRIBUTION:* CASH BOND OTHER SECURITY DEPOSIT

CHIEF PETITIONERS

I/we hereby declare if the costs of the attempted formation, annexation, withdrawal, or dissolution of Lane Library District district exceed the deposit, I/we will pay to the county treasurer the amount of the excess costs (ORS 198.775).

1. NAME (PRINT) William McCoy SIGNATURE *William McCoy*
 RESIDENCE ADDRESS 115 South 3rd Street DATE 2/24/04
 MAILING ADDRESS (IF DIFFERENT) P.O. Box 579
 CITY, STATE, ZIP CODE Creswell, OR 97426 DAY TELEPHONE 541-895-3726

2. NAME (PRINT) Verlean McCoy SIGNATURE *Verlean McCoy*
 RESIDENCE ADDRESS 115 South 3rd Street DATE 2/24/04
 MAILING ADDRESS (IF DIFFERENT) P.O. Box 579
 CITY, STATE, ZIP CODE Creswell, OR 97426 DAY TELEPHONE 541-895-3726

3. NAME (PRINT) Carol Campbell SIGNATURE *Carol Campbell*
 RESIDENCE ADDRESS 82044 Mahr Lane DATE 2/24/04
 MAILING ADDRESS (IF DIFFERENT) _____
 CITY, STATE, ZIP CODE Creswell, OR 97426 DAY TELEPHONE 541-895-3438

*Provide additional description of security deposit on reverse or separate sheets. Additional contributors may be listed on separate sheets and attached.

Tops FORM 46808 ©

RECEIPT DATE 8/21/04 NO 2944

RECEIVED FROM W. W. MESSY

ADDRESS _____

FOR Formation Deposit

ACCOUNT		HOW PAID	
AMT. OF ACCOUNT		CASH	<input checked="" type="checkbox"/>
AMT. PAID		CHECK	<input checked="" type="checkbox"/>
BALANCE DUE		MONEY ORDER	<input type="checkbox"/>

BY _____

Tops FORM 46808 ©

LANE COUNTY ELECTIONS
135 EAST 6TH AVENUE
EUGENE, OREGON 97401

RECEIPT DATE 8/21/04 NO 2945

RECEIVED FROM W. W. MESSY

ADDRESS _____

FOR Formation Deposit

ACCOUNT		HOW PAID	
AMT. OF ACCOUNT		CASH	<input type="checkbox"/>
AMT. PAID		CHECK	<input type="checkbox"/>
BALANCE DUE		MONEY ORDER	<input type="checkbox"/>

BY _____

DESCRIPTION OF SERVICES AND FUNCTIONS TO BE PROVIDED BY THE LANE LIBRARY DISTRICT

Library Service Plan

The Lane Library District is a single purpose district that will expand and improve the services of the Creswell Library, an all-volunteer library. The Lane Library District will serve a geographical area that will include everyone living in the Creswell School District. Because taxes approved in the November 2004 election cannot be levied until the following fiscal year, these improvements will start taking effect in July 2005, and most will be implemented by January 2006.

- Open hours will be increased to 45 hours per week to meet Oregon Library Association standards; this will include additional evening and weekend hours.
- A full-time professional librarian/director will be added to enhance service and oversee operations.
- The collection of books and other materials will more than double by 2008. There will be over 24,000 books, more bestsellers, newspapers, CDs, Videos & DVDs.
- Reference, How-to and Spanish language materials will be updated and expanded.
- Two more computers with Internet access will be installed for patron use.
- Access over the Internet to online databases that include more than 1200 periodicals and the full text of the Oregonian will be provided. With a library card and a PIN# patrons will be able to access these databases from home.
- Ongoing education will be provided for library staff to keep them abreast of developments in library service.
- Children's programs will added by working closely with local schools, home schoolers and other groups serving children to determine their needs.
- By January 2006, library services will be moved to a new (rented or leased) building in Creswell that offers adequate space, meets health/safety codes, and provides access for disabled persons.

Process of forming the district

This proposal is for the formation of a Special Library District. The principal act is ORS 357.216 to ORS 357.286

District formation is to be on the November 2004 ballot by initiative petition, signed by electors registered in the district, all in accordance with ORS 198.705 to 198.955, ORS 199.410 to 199.540 and related statutes.

Habitation

The territory of the district is inhabited.

Governance

The District will be governed by five board members elected at large from within the District and administered in accordance with ORS 192.610 to 192.690, 198.320, 308.207, 357.216 to 357.286, 357.410, and related statutes.

Proposed Service Area

The library district is to have boundaries roughly conforming to the existing Creswell School District boundary, excluding approximately twenty specific tax lots currently included in the school district boundary, all in Lane County. The boundary description and map are attached.

ANALYSIS OF RELATIONSHIPS BETWEEN SERVICES TO BE PROVIDED AND EXISTING SERVICES**Definition**

The district is to be named the Lane Library District. A special library district is a municipal corporation of the state comprised of a public library or a system of public libraries, formed under the authority of ORS 198.705 to 198.955, 199.410 to 199.540, and with ORS 357.216 to 357.286 as its principal act, governed by a five-member board elected by the electors in the district, providing library service to a defined geographical area, and supported by taxes assessed on the property within the district.

Ownership of facilities

The real estate and facilities currently used by the library are city property and will be vacated upon lease of new facilities on or about January 2006. Ownership will remain with the city.

Ownership of assets

The volunteer library currently providing service to the area is a separate entity. On or about July 2005, its assets will be turned over to the new district.

Staff Transition

The entity now providing library service is an all-volunteer operation. There will be no staff transition.

Effect on other agencies

Within the City of Creswell as well as outside the city, tax rates are well below the \$10.00 cap:

General Government

- **City of Creswell:** The City of Creswell unanimously passed a resolution of support on February 9th, 2004. A copy of the resolution is attached. The City of Creswell will not be affected financially by formation of a library district.
- **South Lane County Fire & Rescue:** will not be affected financially by formation of a library district.
- **Goshen Rural Fire Protection District:** will not be affected financially by formation of a library district.
- **Eugene Rural Fire Protection District No. 1:** will not be affected financially by formation of a library district.
- **Port of Siuslaw:** will not be affected financially by formation of a library district.
- **Lane County:** will not be affected financially by formation of a library district.
- **Emerald People's Utility District:** does not currently levy a tax and will not be affected.

Education

- **Creswell School District:** will not be affected financially by formation of a library district.
- **Lane Community College:** will not be affected financially by formation of a library district.
- **Lane Education Service District:** will not be affected financially by formation of a library district.

Schools and Libraries

Although each of the schools in the Creswell School District provides some level of library service to students, the service has been greatly reduced over the past few years by budget cuts across the School District.

Many of the local student's academic and informational needs can only be met by professional library services a Library District would supply.

Within Lane County, there are seven other public libraries – Eugene, Springfield, Siuslaw, Cottage Grove, Junction City, Oakridge, and Fern Ridge. None of these libraries are geographically convenient for day-to-day access by residents of the proposed Lane Library District. The same holds true with the University of Oregon, Northwest Christian College, and Lane Community College. There are also special collections in the greater Eugene area that could be utilized on an occasional basis, e.g. medicine (Sacred Heart Hospital) and law (Lane County).

Lane Library District proposed first and third year budgets

02/11/2004

Personnel

Position	Salary Range		First Year 05-06FY	Third Year 07-08FY
	low	high		
Library Director-Librarian w/MLS	\$38,400	\$51,000	\$38,400	\$42,000
Library Assistant - technician	\$22,000	\$29,000	\$16,500	\$23,000
Library Clerk	\$17,500	\$23,500		\$18,250
Total Salary			<u>\$54,900</u>	<u>\$83,250</u>
Benefits			<u>\$16,500</u>	<u>\$25,000</u>
Total Personnel costs			<u>\$71,400</u>	<u>\$108,250</u>

Expenditures

Building				
Rent	(9months first year)		\$18,000	\$24,000
Remodeling costs			\$10,000	\$0
Utilities				
Natural Gas			\$1,700	\$2,000
Electricity			\$3,500	\$4,000
Water & Sewer			\$1,350	\$1,800
Garbage			\$250	\$250
Telephone - 2 lines			\$1,200	\$1,500
Janitorial supplies			\$500	\$800
repairs - building & Equipment			\$1,500	\$3,000
Telephone Equipment			\$500	
Shelving, circulation desk, book drop, furniture.			\$10,000	\$5,000
Operations				
Materials (Books, periodicals & electronic media)			\$15,000	\$24,000
Children's services			\$1,000	\$2,500
Supplies			\$2,500	\$2,500
Computer			\$3,000	\$1,500
Software & updates			\$1,500	\$1,500
Internet			\$1,200	\$2,500
Postage			\$500	\$500
Insurance			\$1,000	\$1,000
Volunteer expense			\$250	\$250
Services & Fees				
SIRSI - annual			\$4,500	\$6,000
Interlibrary Loans - OCLC Fees			\$300	\$600
Audit			\$0	\$5,000
Accounting Services including payroll			\$5,000	\$5,000
Legal Counsel			\$1,500	\$500
EBSCO			\$350	\$350
Boundary Commission Assessment			\$800	\$875
Dues - SDAO, LCOG, OLA, Chamber, LOC			\$1,300	\$1,325
Staff Development			\$1,500	\$2,000
Bank fees			\$200	\$200
Debt Service			\$2,000	\$2,000
Janitorial			\$4,000	\$4,000
Election Costs			\$5,000	\$1,500
Contingency			\$25,000	\$10,000
Total Materials & Services			<u>\$125,900</u>	<u>\$117,950</u>
Projected income				
Estimated taxable values from LCOG			\$348,352,217	\$380,409,330
Projected Tax to be levied @ .59/1000			<u>\$205,528</u>	<u>\$224,442</u>
Collection Rate			92%	96%
Taxes expected to be collected			\$189,086	\$215,464
Other income - book sale, copying fees, donations, cards, interest				
Carry over from previous year (volunteer library)			\$5,000	\$6,000
Carry over from previous years contigency fund.			\$3,500	\$5,000
Total income			<u>\$197,586</u>	<u>\$226,464</u>
Total expenses			<u>\$197,300</u>	<u>\$226,200</u>



P.O. Box 276
Creswell, Oregon 97426
541-895-2531

February 11, 2004

Lane County Local Government
Boundary Commission
c/o Lane Council of Governments
99 East Broadway, Suite 400
Eugene, Oregon 97401-3111

Subject: Lane Library District Resolution

Dear Boundary Commission:

Attached is a certified copy of Resolution 2004-04 passed by the Creswell City Council on the 9th of February, 2004.

Sincerely,

James R. Johnson
Interim City Administrator

RESOLUTION 2004-04

A RESOLUTION APPROVING FORMATION OF LIBRARY DISTRICT

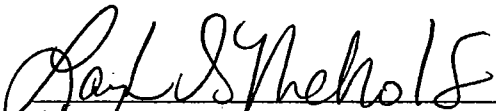
Whereas, the City of Creswell has been requested to approve a petition for formation of THE LANE LIBRARY DISTRICT, which District would include territory within and without the City of Creswell; and

Whereas, ORS 198.720(1) requires that, if any part of the territory subject to a petition for formation is within city, the petition shall be accompanied by a certified copy of a resolution of the governing body of the City approving the petition;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF CRESWELL, that:

Section 1. The petition for formation of THE LANE LIBRARY DISTRICT is hereby approved and the City Recorder is directed to supply a certified copy of this resolution to the Chief petitioners for submission to the Lane County Local Government Boundary Commission.

The foregoing Resolution adopted this 9th day of February, 2004.



Attest
Layli A. Nichols, City Recorder



Mayor

I certify that I have compared the foregoing document consisting of one with the original in this office, that I am the custodian, and the foregoing is a true and correct copy.



Layli A. Nichols, City Recorder



**CERTIFICATION OF REGISTERED VOTERS
FORMATION OF LANE LIBRARY DISTRICT PETITION**

- Formation of a district requires 15% of the 3,864 registered voters within the proposed Lane Library District, **580**.
- The chief petitioners for the Formation of the Lane Library District turned in 100% plus of the required signatures on February 24, 2004.

I hereby certify that Lane County Elections has certified **587 valid signatures** from the attached petition sheets for the **Formation of Lane Library District** meeting signature requirements.

Dated this 27th day of February 2004.

Annette K. Newingham
Chief Deputy County Clerk