



**UMATILLA COUNTY
SPECIAL LIBRARY
DISTRICT**

Strengthening our community libraries

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Proposal for Review of the Tax Distribution Formula

Based on the Umatilla County Special Library District (UCSLD) Board of Director's directive, there will be a review process and possible adjustment of the tax distribution formula concerning the 80% of the tax income that is distributed to the 11 cities and one school district within the UCSLD. The process will take place over the three years of the City-District Agreement that takes effect on July 1, 2019.

The UCSLD will hold facilitated meetings to gather input from as many people as possible, as well as to show the history of the UCSLD expenditures for and distributions to the cities and school districts. The Board of Directors will take the information and use it to create a clear, well-defined distribution formula that will be included in the City-District Agreements. Also included will be a distribution formula review process every three years to coincide with the City-District Agreement review timeframe.

When	What
February, March, April 2020	Information Gathering and Initial Draft meetings – open to anyone who would like to provide information. Library Directors will be asked to provide input on their particular situations. Meetings facilitated by an outside facilitator – ground rules, timed agenda with desired results, BIN for items that need to be addressed at a later time.
April – June 2020	Using the information gathered and compiled, an initial proposal draft of a distribution formula is created. This could be completed by a Board appointed committee with a specific purpose and clearly defined roles.
June 2020	Final draft document to submit to the Board of Directors at their regular meeting. The final draft proposal will have options for a distribution formula and a review process to be included in the updated City-District Agreements becoming effective July 1, 2022.
July 2020	UCSLD Board of Directors decision made on a distribution formula and review process.
July 2020 – June 2022	Work with each library and city/school on budget ramifications for FY22-23 and onward (if applicable).