




**Washington County**  
Cooperative Library Services

# Funding and Governance Evaluation Process & Local Option Levy Timeline

For internal library leadership reference | Last updated July 12, 2024

Please note that dates may change, and timeline will get more detailed as we get closer



2023 July - September	2023 October - December	2024 January - March	2024 April - June	2024 July - September	2024 October - December
	RFP scope and criteria drafted and launched with participation from city and nonprofit partners	January: Contract awarded to local consulting firm Merina+Co	March: process begins with WCCLS and partners  May 28: Project check-in with Board of Commissioners at work session  June 11: Project check-in with Board of Commissioners at work session	<b>Surveys launch!</b>  <b>August: Work sessions for current state</b>  September 9: Presentation to WashCo Advisory Committee on Racial Equity  September 17: Current state assessment report to BCC	<b>October - November: Work sessions for future state</b>  <b>November: First round of voter polling for levy</b>
2025 January - March	2025 April - June	2025 July - September	2025 October - December	2026 January - March	2026 April - June
January: Future state baseline service levels and cost assessment; three to five funding alternatives for FY26-27 to FY30-31 to BCC  <b>February: Second round of voter polling for levy</b>	<b>Levy measure is filed</b>  June: Report outlining recommended funding formula criteria and distribution methodology; high level financial projections for the cooperative, WCCLS and partners, based on the recommended formula to BCC	<b>Voter outreach</b>  September: Report outlining recommended near-term governance improvements presented at Board work session	<b>Voter outreach</b>  <b>November 4 election: library levy on the ballot</b>	February: Draft IGA language for new IGA July 2026 through June 2031, prepared by Merina+Co, incorporating recommendations and Board direction.  BCC reviews draft IGAs and authorizes signature.	Finalize and sign IGAs  End of current levy cycle
2026 July	2026 October - December				2031 June
New levy cycle begins with new operational, governance, funding allocation methods in place	Final report with lessons learned, any long-term recommendations and a roadmap to execute those, presented to Board at work session.				End of levy cycle