



**POLICY: ANNEXATION OF CITIES AND TOWNS TO THE LIBRARY DISTRICT**

APPROVAL DATE: 6/17/1982

REVISED DATE: 6/21/2022

**RELATED POLICIES:**

None

**STATUTORY REFERENCES:**

RCW 27.12.360 through RCW 27.12.395; RCW 35.13.270; RCW 35A.14.801

**General Policy:**

The Board of Trustees of the Spokane County Library District (District) will consider requests to annex to the District by cities and towns located in Spokane County that wish to place the issue before the voters in that jurisdiction to determine whether they would receive library services from the District.

The Board of Trustees may concur with such requests under the following conditions:

1. If the city or town has an inter-local cooperation agreement in which the District provides library services to the residents of that jurisdiction, the city or town agrees, if the annexation is approved, that a new agreement shall be executed. The new agreement will reflect the change in contracting status and address financial responsibilities related to ownership, maintenance and operation of any city/town-owned library facilities.
2. If the city or town does not already contract with the District for services, the city or town agrees to enter into an agreement addressing the financial responsibilities related to ownership, maintenance and operations of any city/town-owned facilities. In addition, the city/town may agree to subsidize some portion of services for a finite period of time.
3. If annexation should cause the District tax or levy rate to be reduced due to the city or town reaching or exceeding its statutory tax limit, the city or town agrees to pass a resolution to either withdraw from the District or reduce the city or town's rate to avoid reduction of the District's tax rate. The District will evaluate this potential tax rate reduction based upon reasonable projections.

The District will comply with all applicable Washington state laws related to annexation and withdrawal from the District.

The Executive Director will establish administrative procedures necessary to implement this policy. Any appeal of an administrative action under this policy will first be made in writing to the Executive Director and then to the Board of Trustees.

The District will make a good faith effort to implement this policy in a fair and consistent manner.

Spokane County  
**LIBRARY DISTRICT**  
509.893.8200

Airway Heights Library  
509.893.8250

Argonne Library  
509.893.8260

Cheney Library  
509.893.8280

Deer Park Library  
509.893.8300

Fairfield Library  
509.893.8320

Medical Lake Library  
509.893.8330

Moran Prairie Library  
509.893.8340

North Spokane Library  
509.893.8350

Otis Orchards Library  
509.893.8390

Spokane Valley Library  
509.893.8400

The BookEnd  
Spokane Valley Mall  
509.893.8275