



741 N. Grand Ave., #210  
Waukesha, WI 53186

P 262.896.8080  
W [bridgeslibrarysystem.org](http://bridgeslibrarysystem.org)

To: Chief Elected Officials/Administrators in Communities with Libraries, Member Library Directors  
From: Connie Meyer, Bridges Library System Director *Connie G Meyer*  
Re: Waukesha County library tax exemption notices  
Date: August 15, 2017

**Annually Waukesha County sets a special levy for library services. The funds are distributed to libraries to compensate them for items borrowed by non-residents of their communities. State law (ss. 43.64(2) Wisc. Statutes) provides that communities with libraries may avoid double taxation and exempt themselves from this special levy if they meet certain conditions:**

- Exempting library communities must levy and expend an amount equal to or greater than the mill rate set by Waukesha County in the preceding year with the exception of joint libraries whose participating municipalities have an alternate option for exempting which is to levy and expend an amount not less than the average of the previous 3 years (ss.43.64 (2)(c)).
- Exempting library communities are required to provide written notification to the county annually.
- The County Code requires that the notification be from the **local governing body** rather than from the clerk alone.
- The Code also requires a deadline date of September 30 so that the County Executive Budget available to supervisors and the general public can properly reflect the county library taxation levels in the Adopted Budget in November.
- For 2018 tax purposes, exempting communities must also have a library that meets or exceeds minimum service levels and quality assurance standards (**as revised by the new county library plan and formally adopted by the Waukesha County Board of Supervisors in July**) which are certified by the library board. (The libraries have already received their standards certification letters.)

If you would like to exempt your municipality from the Waukesha County library tax, the form (on page 2), **Notice of Exemption from Waukesha County Library Levy 2017 Tax for 2018 Purposes** must be approved by the Municipality's governing body, signed, and returned to Bridges Library System no later than September 30, 2016. Also include a copy of your adopted municipal ordinance or resolution certifying that your library appropriation meets or exceeds the requirements. Email submission is acceptable as long as the form includes the actual signature.

Thank you for providing library services to our citizens. Strong libraries build strong communities and your commitment to support your library is vital and valued!

**Notice of Exemption from Waukesha County Library Levy  
2017 Tax for 2018 Purposes**

**Name of Community:**

**Name of library:**

---

We recognize that, pursuant to ss 43.64 Wisconsin Statutes, to obtain an exemption from the 2017 county library levy for 2018 purposes, the municipality must certify that during budget year 2018, its library will be provided and be allowed to expend no less than the county library tax rate in the prior year, \$0.279885 per \$1,000 Equalized Value.

In the case of joint library, an alternate exemption option exists pursuant to ss 43.64 (2) (c). Under this language, each participating municipality in the joint library has the option to certify that during its budget year 2018, the library will be provided and allowed to expend no less than the average of the funding levels of the previous 3 years.

We further recognize that, pursuant to state law, listed funding must be only from municipal sources, not the entire library budget. Reported amounts must exclude fines, fees, and other revenues. Capital expenditures are excluded as well.

I am authorized to certify that the governing body of the municipality has enacted an ordinance or resolution pledging that it will appropriate and allow the library to expend no less than a rate of **\$0.279885 per \$1,000 of the actual state Equalized Value amount for the community that was published by the state on August 15, 2017** or, in the case of a joint library whose municipality may choose this option, that the participating municipality will appropriate and allow the library to expend no less than the average of the funding levels of the previous 3 years.

The community meets its requirement stated above and is therefore eligible for exemption from the 2018 Waukesha County library levy.

---

**Name and Title of Person filling out this form:**

---

**Signature**

---

**Date**

**This form, along with a copy of the municipal resolution/ordinance, must be filed no later than September 30, 2017.**

Send to:

Bridges Library System

741 N. Grand Avenue, Suite 210

Waukesha, WI 53186

Or email to [cmeyer@bridgeslibrarysystem.org](mailto:cmeyer@bridgeslibrarysystem.org)