



The Seattle Public Library

August 26, 2015

Bill Craven
Department of Finance and Administrative Services
Property Management
Seattle Municipal Tower
700 5th Avenue, Suite 5200
Seattle, WA 98104

Dear Mr. Craven,

This letter is to serve as notification of The Seattle Public Library Board of Trustees' intention to sell the property at 1529 Fourth Avenue West, Seattle, commonly known as "Queen Anne Storage" (QAS). Timing of the sale will be coordinated between the Library's capital program office and the Department of Finance and Administrative Services (FAS) and will seek to maximize revenue from the sale of the property. The specific parcel to be sold is as follows:

- Queen Anne Storage (QAS) – 1529 Fourth Avenue West

The Seattle Public Library holds the deed to this property.

Proceeds from the sale of this parcel will be dedicated toward purchase of a replacement storage facility that will also consolidate the Library's building maintenance, custodial and landscaping facilities, as well as house the Library's fleet of vehicles.

Sincerely,

Theresa Fujiwara
President, Library Board of Trustees

cc: Marcellus Turner, City Librarian
Marilynne Gardner, Chief Financial and Administrative Officer
Glenn Osako, Capital Improvement Program Manager