



AGENDA

PLACENTIA LIBRARY DISTRICT
BOARD OF TRUSTEES








STUDY SESSION
Monday, May 21, 2018
5:30 p.m.
History Room

Mission Statement:

Placentia Library District provides lifelong learning and reading opportunities that inspire, open minds, and bring our community together.

The Centennial Vision Statement:

The Vision of the Trustees is intended to help celebrate the 100-year anniversary of the District.

-  We will be the place where the community “sees and experiences” the technical edge and premier programming.
-  We will renovate and expand our Library.
-  We will remain financially self-sufficient.
-  We will seek strong community support.
-  We will reach our community with an active marketing plan.
-  We will increase the percentage of our operating budget that supports establishing the premier collection in Orange County.
-  We will plan for maintaining our qualified and professional staff.

AGENDA DESCRIPTIONS: *The Agenda descriptions are intended to give members of the public notice and a general summary of items of business to be transacted or discussed. The Board may take any action which it deems to be appropriate on the Agenda and is not limited in any way by the notice of the recommended action.*

REPORTS AND DOCUMENTATION: *Reports and documentation relating to Agenda items are on file in the Administrative Office and the Reference Department of Placentia Library District, and are available for public inspection. A copy of the Agenda packet will be available for use during the Board Meetings. Any person having any question concerning any Agenda item may call the Library Director at 714-528-1925, Extension 203.*

PLACENTIA LIBRARY DISTRICT BOARD OF TRUSTEES

TO: Library Board of Trustees

FROM: Jeanette Contreras, Library Director

SUBJECT: Study Session Concerning Joint Use Agreement With City of Placentia

DATE: May 21, 2018

BACKGROUND

The Placentia Library District and the City of Placentia own adjoining parcels (respectively, the "Library Parcel" and "City Parcel", and jointly, the "Parcels"). Pursuant to a joint powers agreement that was entered into on May 22, 1972 ("JPA"), the Parcels were developed as a comprehensive civic center. Pursuant to the JPA, the Joint Powers Authority which was created thereby, issued bonds to fund various civic center improvements on the Parcels, including a new library on the Library Parcel.

Under the JPA certain improvements on the Parcels such as parking spaces, walkways, and landscaping, were referred to as the Common Area. The Common Area could be jointly used by the Library and the City for the purposes for which they were formed. The Authority maintained the Common Area and the expenses thereof were paid 61.2% by the City and 38.8% by the Library.

By its terms, the JPA expired after 40 years, i.e., on May 21, 2012, and the Library and City have not entered into any new agreement governing the use of the Common Area. In the absence of an agreement, the Library and the City have continued to share in the cost of maintaining the Common Area as originally set forth in the JPA, as well as shared the costs of utilities.

Several events have taken place which have served to heighten the need for a new agreement between the parties for joint use of the Parcels. Staff is suggesting that the Library and the City enter into a joint use agreement to identify the common areas, the use thereof and the proportionate cost shares as between the Library and City for maintenance.

TOPICS FOR CONSIDERATION

- Separate metering for electricity use. Currently the Library and the City share the same electric meter. The City pays 65% of the electric bill and the Library 35% of the electric bill. The City has approached the Library about installing separate meters. Staff is in support of exploring this option.

- Parking lot. The City has approached the Library about resurfacing or otherwise performing repairs to the parking lot. The Library desires to use a portion of the parking lot for solar panels. What parking spaces should be restricted for use, if any, and for whom. Currently parking spaces located on the Library Parcel are restricted for City Council parking.
- Areas that the City and Library would use in common, i.e., which are necessary for parking and ingress and egress of employees and the public.
- Walkways. The City has approached the Library about repairing/improving the pergola.
- Fundraising opportunities. The City has approached the Library about selling bricks to raise funds for the Centennial Renovation Project and future fundraising efforts through the Placentia Library Friends Foundation, which bricks would be located on the Library Parcel.
- Each party's proportional cost for maintaining the common area, which party will contract for the maintenance, what methodology should be used and how will a party be invoiced for its share of the cost.
- The methodology for determining non-routine maintenance, such as resurfacing of the parking lot, including contract procurement responsibilities and proportional cost shares.
- Methodology for discussions and resolving disputes, i.e., perhaps a committee made up of two Trustees and two Council Members supported by City staff.
- Insurance and indemnity. Should the parties be additional insureds on their premises liability policies. Should the parties indemnify each other for claims arising out of injuries sustained on their own parcels?
- Damages to Common Area. Who is liable for damage and repairs to common areas if caused by a third party or one of the parties? How will repair costs and who pays for same be determined.
- Term of agreement and ability to terminate for cause and if so, what happens in the event of such a termination.

RECOMMENDATION

Actions to be determined by the Library Board of Trustees.