CITY OF MARTINEZ

PARKS, RECREATION, MARINA & CULTURAL COMMISSION

DATE: April 6, 2010
TO: Parks, Recreation, Marina & Cultural Commission
FROM: Karen L. Majors, Assistant City Manager
Michelle Wierschem, Recreation Manager
SUBJECT: Transfer of Library Maintenance to City

RECOMMENDATION

Informational item only

BACKGROUND

At the February 3rd meeting of the PRMCC the Library Maintenance Contract information was requested as a future item for informational purposes. The City Council approved a resolution to accept the transfer of certain facility maintenance responsibilities from Contra Costa County to the City at the Martinez Library at the February 3, 2010 City Council meeting. This agreement was in lieu of paying for additional library hours. The County agreed to continue the current level of library service as long as no additional library budget cuts are made. Attached is the report that went to the City Council explaining the contract terms with the County and impacts to the City.

CITY OF MARTINEZ

CITY COUNCIL AGENDA
February 3, 2010

TO: Mayor and City Council

FROM: Michael Chandler, Senior Management Analyst

SUBJECT: Transfer of Library Facility Maintenance Services

DATE: January 27, 2010

RECOMMENDATION:

Adopt a resolution authorizing the City to accept the transfer of certain facility maintenance responsibilities from Contra Costa County at the Martinez Library effective March 1, 2010.

BACKGROUND

The Contra Costa County Library system has negotiated for more than two years with the Public Manager's Association for a uniform agreement to transfer library facility maintenance responsibilities to the cities. These maintenance functions include custodial and grounds services; utilities; capital improvements and repairs; and other facility maintenance related costs. Moving the responsibility for these services to the cities is intended to allow the Library to redirect its resources currently devoted to funding these areas to library services. Many cities in the County have agreed to assume all or almost all of the maintenance responsibilities.

The Martinez Library is a City-owned facility. Contra Costa County currently covers all facility-related maintenance costs, with the exception of capital improvements and sewer charges. The City of Martinez has budgeted $45,000 in the current fiscal year and in 2010-11 to pay the County for supporting additional library hours from 24 to 35 hours/week. The County proposed for the City to keep the funds budgeted for the additional hours and instead apply them toward the costs of assuming the facility maintenance responsibilities. Although the County expressed its intent to not charge the City for additional library hours for the remainder of FY 2009-10 after the City assumes the facility maintenance responsibilities, the County did not guarantee it would maintain the 35 hrs/week in FY 2010-11 without requesting funding from the City.

The City evaluated the projected facility maintenance costs for the Martinez Library upon completion of the Measure H improvements and estimated roughly $65,000 per year as its future costs to maintain the facility, as opposed to approximately $53,000 as the County's current costs. At a meeting with the County Librarian on November 10, 2009, the City proposed assuming all facility maintenance costs effective January 1, 2010, with the exception of utilities (water, gas and electric); furnishings and furnishings maintenance; and computer/phone costs. The County rejected this proposal, stating the utilities for city-owned libraries must be paid by the city, and

that the impact would be one less hour open per week (most likely on Saturdays) if the County continued to pay these costs. Of the 14 city-owned libraries in the County, only San Ramon, El Cerrito and Martinez have utility costs still paid by the County.

Staff provided the Library Subcommittee of the PRMCC on November 20, 2009, with an overview of the negotiations, and a list of potential counterproposals. The Subcommittee went with staff's recommended option of the City assuming all facility maintenance responsibilities (excluding computers/phones and furnishings/furnishings maintenance), in exchange for the County guaranteeing 35/hrs week at no cost to the City for the remainder of FY 2009-10 and all of FY 2010-11 for periods when library is fully functional, which is estimated to be about 75% of the time due to construction related to the planned Measure H improvements.

Staff presented this proposal to the County Librarian on December 3, 2009. Instead of guaranteeing the additional hours at no cost to the City, the County Librarian offered to submit an order for the County Board of Supervisors' consideration which would authorize her to close the Martinez Library due to the Measure H remodel, and use the operational savings resulting from the library's closure for the benefit of library service in Martinez. These savings could be used to offset expenses such as the cost of additional hours. Staff agreed this was a reasonable compromise, given that construction is expected to start in early FY 2010-11 and occur off and on for a period of 6 months or more, during which the library will likely be closed for significant durations. The County Board of Supervisors subsequently approved the order on January 19, 2010 (see Exhibit A).

A formal agreement between the County and the City for library services will be brought before Council at a later date once a uniform agreement has been developed and approved by the Public Managers' Association and the County Librarian.

FISCAL IMPACT:

The City budgeted $45,000 in both fiscal years of the approved two-year budget to fund the cost of additional hours at the Martinez Library. After the County bills the City for the cost of additional library hours from July 1, 2009 to February 28, 2010, approximately $15,000 of the current fiscal year's budget will remain.

Staff anticipates these funds and the $45,000 allocation for FY 2010-11 will be sufficient to manage the facility maintenance responsibilities at the library (excluding furnishings and furnishings maintenance; computers; and phones) through the end of the next fiscal year. Furthermore, the County has committed to directing its operational savings during periods of closure toward expenses that benefit the library, which will also help defray short-term costs.

Future fiscal years, however, are projected to require an additional $20,000 of City funding to maintain the remodeled library. The County may also request funding for maintaining 35 hours/week as has been its past practice, which would further add to the increased operational burden.

ACTION:

Motion to adopt a resolution authorizing the City to accept the transfer of certain facility maintenance responsibilities from Contra Costa County at the Martinez Library, effective March 1, 2010.

Attachments:
Resolution
Board Order of 1/19/10 (Exhibit A)

APPROVED BY:

City Manager

RESOLUTION NO. -10

AUTHORIZING THE CITY TO ACCEPT THE TRANSFER OF CERTAIN FACILITY MAINTENANCE RESPONSIBILITIES FROM CONTRA COSTA COUNTY AT THE MARTINEZ LIBRARY EFFECTIVE MARCH 1, 2010

WHEREAS, the Contra Costa County Library system ("County") has negotiated with the Public Managers' Association over the past 2 years on a uniform agreement under which the member cities would accept the transfer of facility maintenance responsibilities at the libraries within their respective jurisdictions; and

WHEREAS, the City of Martinez and the County have been negotiating for the past several months on the transition of certain facility maintenance responsibilities (excluding furnishings and furnishings maintenance, computers, and phones) at the Martinez Library ("Library") from the County to the City; and

WHEREAS, the County has already entered into agreements with several other public agencies for the transfer of these responsibilities at other libraries in the County; and

WHEREAS, the County has verbally expressed an intent to provide, at no cost to the City, the 11 additional hours of operation per week necessary to maintain a standard of 35 hours per week at the Library for the remainder of fiscal year 2009-10; and

WHEREAS, the County Board of Supervisors adopted an order on January 19, 2010, authorizing the County Librarian to spend the savings resulting from the closure of the Library during the Measure H remodel for the benefit of library service in Martinez, attached hereto and incorporated herein by reference as Exhibit A; and

WHEREAS, the City agrees the County's proposal is in the best interests of library service in Martinez; and

WHEREAS, the parties intend to execute a formal agreement for the operation of the Library when a uniform agreement has been developed and approved by the County and the Public Managers' Association.

NOW, THEREFORE, BE IT RESOLVED that, based upon the above commitment of the County regarding additional service hours for fiscal year 2009-10 and the use of savings resulting from the closure of the Martinez Library for the benefit of library service in Martinez as expressed in Exhibit A, the City Council hereby agrees to provide certain facility maintenance responsibilities at the Martinez Library formerly provided by the County in accordance with City standards(excluding furnishings and furnishings maintenance, computers, and phones), effective March 1, 2010.

* * * * * *

I HEREBY CERTIFY that the foregoing is a true and correct copy of a resolution duly adopted by the City Council of the City of Martinez at a Regular Meeting of said Council held on the 3rd day of February, 2010, by the following vote:

AYES:

NOES:

ABSENT:

RICHARD G. HERNANDEZ, CITY CLERK
CITY OF MARTINEZ