CITY OF BRYAN
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# ACTION FORM
## BRYAN CITY COUNCIL

**Meeting Date** (?) 08/16/2016

**Subject Matter*** (?) Two Year Extension of the Intergovernmental Contract Between Bryan and College Station for the Bryan
This must match rolling agenda entry

**Department of Origin*** LIBRARY SERVICES

**Submitted By*** Larry Koeninger

**Type of Meeting*** ○ BCD ○ Special ◉ Regular

**Classification*** ○ Public Hearing ○ Consent ◉ Statutory ○ Regular

**Ordinance*** ◉ None ○ First Read ○ Second Read ○ First & Only Read

**Strategic Initiative*** ☐ Public Safety ☐ Economic Development ☑ Quality of Life ☑ Service ☐ Infrastructure

**Agenda Item Description*** Consideration of an extension and amendment of the Intergovernmental Contract between the City of Bryan and the City of College Station for the operations and management of the Bryan+College Station Public Library System.

**Summary Statement*** The current Intergovernmental Contract, also known as the Interlocal Agreement or "ILA," between the City of Bryan and the City of College Station expires on September 30, 2016. The ILA provides for the City of Bryan to manage the City of College Station's Larry J. Ringer Library as part of a combined library system including the Clara B. Mounce Public Library and the Carnegie History Center in Bryan.

In 2014, the City of College Station conducted a performance audit of the Larry J. Ringer Library, which contained several recommendations to the Library System Director. Two (2) of the recommendations were addressed in the current contract.

Article I, Sec. 1.04-BRYAN shall be responsible for the routine janitorial service of the interior of the Larry J. Ringer Library building and any other buildings over which it has control. The City of College Station shall, however, re-evaluate the cost/benefit of full-time custodial staff at the COLLEGE STATION library. Article I, Sec. 1.04 has been revised in the proposed contract. The reference to the reevaluation of the custodial position has been removed. The City of College Station has determined that the custodial position will be retained.

Article 2, Sec. 2.04-The Library System Director will review and consider implementation of the College Station 2014 Library Audit Report and findings and will work with College Station over the extended term of the agreement for possible implementation of the findings. Any savings in personnel costs will be recaptured, so as to supplement the Ringer Library materials budget. The stipulations of Article 2, Sec. 2.04 have been completed. The permanent part-time clerk positions at the Larry J. Ringer Library have been reclassified as temporary part-time clerk positions. These positions will be filled between May and September to help with the increased demands of the summer reading programs. The cost savings in salaries and benefits have been reallocated to the materials budget. Article II, Sec. 2.04 has been removed from the proposed contract.

The other changes to the contract reflect the dates the contract will be in effect and the date the contract will expire.

This ILA extension is for one (1) year, with an automatic one (1) year renewal, and will expire on September 30, 2018. Over the next two (2) years, the City of College Station will design and build a much needed expansion to the Ringer Library. This contract extension will allow time to assess staffing and operational needs for the expanded facility, and to address those needs in future ILA agreements.

**Staff Analysis & Recommendation***

Staff recommends approval of the ILA extension, which includes the following areas:

--Bryan and College Station will continue to split the costs of the van used for the Twin Cities Interlibrary Loan program, including vehicle replacement, maintenance, and fuel. College Station will provide to Bryan an annual report on the actual costs. College Station plans to replace the van in the fall of 2016.

--The contract will be for one (1) year with one (1) additional year term. The contract shall expire on October 1, 2018, unless otherwise amended.

**Options***

(In Suggested Order of Staff Preference)
1. Approve the ILA extension, as amended.

2. Modify the ILA extension for approval at a future meeting (this option may require additional negotiations with the City of College Station).

3. Deny approval of ILA extension and discontinue Bryan's management of the Ringer Library.

**Funding Source***

General Funds for the operation of the Bryan+College Station Public System are appropriated and approved by the Bryan City Council during the annual budget process, with the City of College Station providing funds to Bryan to operate and manage the Larry J. Ringer Library in College Station. Future funding from both cities is contingent upon the annual budget appropriation of each city.

**Attachments**

ILA BCS library.pdf 147.64KB

Please detail attachments and note attachments available for viewing in City Secretary's Office:
(Both attachments combined into one document)
1. Strikethrough version of the current Intergovernmental Contract showing proposed changes to the contract for FY17 and FY18.

2. Final version of the proposed Intergovernmental Contract for FY17 and FY2018 pending approval by the City of Bryan Legal Department.

**Dept. Head Signature**

Larry Koeninger

**Deputy City Manager Signature**

Hugh R. Walker

**City Manager Signature**

**City Attorney Signature**

Janis K Hampton