



STAFF REPORT

DATE: April 18, 2017

REGULAR

ITEM #: 20

NO ACTION UPDATE ONLY

AGENDA ITEM: Library Negotiations Update

SUBMITTED BY: Kristina Handt, City Administrator

UPDATE:

The following is a brief update on my negotiations with Washington County regarding the Lake Elmo Library joining the Washington County library system.

I have met a number of times with county and city staff since the beginning of the year to discuss options for Lake Elmo to rejoin the Washington County Library System with a branch remaining in Lake Elmo.

On April 12, 2017, I attended the Lake Elmo Library Board meeting and discussed the draft resolution negotiated by staff. A copy is included in your packet for reference. The library board had a number of questions/concerns regarding the building, operations (library cards, MELSA, etc.), volunteers, use of the shared space, and financial matters. I will meet with the County staff to try to get answers to their questions by the end of April.

The library board will be holding a special meeting on Wednesday, May 3rd at 6:30pm to consider the resolution. The city will include information about this meeting in the FRESH, on our website and post notices at City Hall. The library board is also planning a mailing to get the word out about the meeting and solicit feedback from the public.

ATTACHMENTS:

- Draft Resolution Presented to Library Board 4/12/17

**LAKE ELMO LIBRARY BOARD
WASHINGTON COUNTY
MINNESOTA**

RESOLUTION NO. 2017- _____

A RESOLUTION REGARDING LIBRARY SERVICES IN THE CITY OF LAKE ELMO

WHEREAS, on January 1, 2012, the Lake Elmo City Council established public library service for the City's residents, pursuant to Minnesota Statutes Section 134.07; and

WHEREAS, upon this establishment, the Library Board was appointed by the City Council which established the Lake Elmo Public Library; and

WHEREAS, pursuant to Minnesota Statutes Section 134.07, the City levies an annual tax on its taxable property for public library service for the library fund that funds the Lake Elmo Public Library; and

WHEREAS, it has been determined by the City that public library service in the City will be expanded if the Lake Elmo Public Library becomes a branch of the Washington County Library System (the "County"); and

WHEREAS, the County's library system is a member of a "regional public library system" as defined by Minnesota Statutes Section 134.001, subdivision 4; and

WHEREAS, pursuant to Minnesota Statutes Section 134.20, subdivision 3, a city which is excluded from the county tax supporting the county's regional public library system under the provisions of Minnesota Statutes Section 134.20, subdivision 3, may, upon recommendation of its library board and upon action by its city council, be included in the county tax and become an integral part of the county's regional public library system; and

WHEREAS, the Library Board is recommending that the City be included in the County tax and become an integral part of the County's library system; and

NOW, THEREFORE, BE IT RESOLVED, by the Library Board of the City of Lake Elmo as follows:

1. The Library Board hereby recommends to the City Council that the City be included in the County tax and become an integral part of the County's library system, provided that the City and the County agree to the following terms:
 - a. That effective January 1, 2018, the City will be included in the County library tax and the City will no longer collect the library levy from City property owners. The County will then be responsible for setting and collecting the library levy for City property owners.

- b. That effective January 1, 2018, the County will operate the City's library located at 3537 Lake Elmo Avenue North, Suite 130, Lake Elmo, Minnesota as a County branch library.
- c. That the Lake Elmo Public Library will be open to the public a minimum of 40 hours per week for a four year period starting on January 1, 2018. The City agrees that it will not initiate or complete a withdrawal from the County library system prior to January 1, 2022.
- d. If the hours at either the Wildwood or Oakdale branch library are reduced by the County due to an economic downturn or loss of state aid, the County may reduce the Lake Elmo branch library hours proportionally.
- e. That the County will install a self-check out system in the Lake Elmo Public Library.
- f. That the County will hire all current Lake Elmo Public Library staff.
- g. That the City will convey the property in which the Lake Elmo Public library is located and the property in which the parking lot for the Lake Elmo Public Library is located to the County at no cost along with all associated personal property. The library property must be used by the County for the operation of a public library. Lake Elmo City Council approval would be required for a change in the use of the property by the County or the City would recover some costs in the event of a sale of the property by the County to a third party.
- h. That the County will allow the City to use the community room space in the Lake Elmo Public Library building for use by community groups so long as it does not interfere with the County's library programs.
- i. The City will pay for the paving of the parking lot. The parking lot must remain a public parking area to be used by the community. The City will be responsible for snow plowing the parking lot. All other maintenance obligations with respect to the parking lot and library property will be the responsibility of the County.
- j. That the City will convey \$200,000 of its library funds to the County on January 1, 2018. The County must use the funds conveyed by the City exclusively for the Lake Elmo Public Library. Any City library funds in excess of \$200,000 will be retained by the City and used in accordance with Minnesota Statutes Section 134.20, subdivision 3 to increase or improve public library services within the City.
- k. That the Lake Elmo Library will no longer have to pay for Washington County library cards effective July 1, 2017.

- l. That no later than August 1, 2017, City of Lake Elmo residents will have access to MELSA resources.
- m. That the City will consider library space as part of its municipal facilities space needs study.

Passed and duly adopted this _____ day of _____, 2017, by the Library Board of the City of Lake Elmo, Minnesota.

Chair

ATTEST:

Secretary