

**Boulder Library District Advisory Committee (LDAC)
November 29, 2021, 6:00-9:00 p.m., Online**

Meeting Notes

Meeting Objectives:

- Build agreement on boundary criteria.
 - Build agreement on disposition of library assets.
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Public Comment Session – *Each speaker is allowed 2-3 minutes depending on how many people wish to speak.*

The community member present did not share during comment period.

Follow-up Information: November 9th LDAC Meeting Questions

Gunbarrel property tax contribution to library district

Some of the Gunbarrel area is unincorporated and some is within the City of Boulder. There is no map describing boundaries for the Gunbarrel area to determine the amount of property tax generated. Approximately 86% of the Gunbarrel area sales and property taxes are generated within the City of Boulder. Most of the Gunbarrel area commercial properties and approximately one-third of the residential properties are within the City of Boulder. It is estimated that the combined “Gunbarrel area” [unincorporated Boulder County portion and City of Boulder portion] generates about \$750,000 to \$1 million in sales and property tax revenue.

Grounds maintenance estimates for the Carnegie Library for Local History, the Main Library, new Nobo Branch library, and the George Reynolds Branch Library

The current total cost for grounds maintenance for the Carnegie Library for Local History property, the municipal campus around the Main Library, the new Nobo Branch library, and the George Reynolds Branch Library property ranges from \$305,000 to 405,000 annually [*revised estimate*]. This does not include the public parking lots adjacent to the Main library. The parking lots are managed by Community Vitality/Parking Services. Staff is working to define the part of the municipal campus that is shared by the Main Library for which the library district will be responsible for covering maintenance costs. Grounds maintenance costs were not estimated in the proposed library district budget and corresponding mill levy (3.7 mills). The mill levy required will need to be raised slightly to accommodate the cost of grounds maintenance or the services provided by the library district reduced to maintain the 3.7 mills.

Discussion

- *Question:* Would repurposing some of the library grounds into community gardens decrease the costs?
Answer: Currently there are community learning gardens at the Main Library and the George Reynolds Branch Library, and a larger community learning garden is planned (but not funded) for the new NoBo Branch library.
- *Comment:* There needs to be more focus on decreasing disruption to pollinators.

- *Response:* The City supports developing pollinator habitats. In partnership with Parks and Recreation, the Main Library provides native bee habitats in the Civic Area, and maintains a few honeybee hives on the roof of the north building.
- *Question:* Why are the ground maintenance costs so high if Boulder County jail inmates, who are not paid, have been seen doing the labor?
- *Answer:* The cost range is the total Civic Area grounds maintenance costs, divided it into thirds. One-third of the grounds is roughly estimated to be the amount attributed to the library. In addition to Parks staff who perform grounds maintenance, Parks and Recreation contracts with the Ready-to-Work program for former inmates. They are paid a living wage. Boulder County jail inmates are also used but are unpaid.

Question: How much money do parking fees raise and how are those monies used?

- *Answer:* The parking fees are collected by Community Vitality that manages all the public parking downtown.

Library District Boundary Criteria

The LDAC discussed and built agreement on a draft list of library district boundary criteria that was based on a list of criteria used to develop the initial boundary map and several criteria proposed by an LDAC member. See ([Appendix B](#)).

AGREEMENT: The LDAC recommends the following boundary criteria:

1. Conforms to Boulder County precinct boundaries to the extent feasible.
2. Includes the largest number of households with Boulder Public Library card holders in accordance with the other criteria.
3. Includes all areas within the Boulder Valley Comprehensive Plan service area.
4. Excludes areas where a municipality or townsite intends to offer annexation and/or the provision of library services.
5. Excludes areas whose primary road access occurs in other counties.
6. Creates a rational boundary capable of simple description.

Discussion

- *Question:* In some cases, a property is in Boulder or Niwot, but the postal address is Longmont. How would the criteria apply to these types of properties?
- *Answer:* The United States Post Office defines its addresses/boundaries differently than those used to define the service areas established in the Boulder Valley Comprehensive Plan or the Super IGA with surrounding municipalities. For the library district, Niwot is considered separate from Longmont.

Library Asset Transfer – Facilities and Land Disposition

The LDAC discussed transfer of four city-owned library facilities: 1) Carnegie Library for Local History, 2) George Reynolds Branch Library, 3) new NoBo Branch Library, 4) Main Boulder Library, and transfer of the leases for the NoBo Corner Library and Meadows Branch Library. The following Nov. 9, 2021 agreement was confirmed:

AGREEMENT: The LDAC recommends the following with regard to facilities and land disposition:

1. The Carnegie Library for Local History, the George Reynolds Branch Library and the New NoBo Branch Library buildings and land ownership be transferred to the library district.
2. The Meadows Branch Library and the NoBo Corner Library leases be transferred to the library district.
3. The Main Library buildings be transferred to the library district, and the City retains ownership of the land. A common-interest community agreement be established to describe shared responsibilities for costs and maintenance regarding adjacent land. *

*LDAC will have further discussion to recommend concepts to be addressed in the common-interest community agreement.

Common-Interest Community Agreement Concepts

LDAC raised concepts they could recommend a common-interest community agreement should address:

- Sharing grounds maintenance
- Access beyond parking to maintain buildings
- Managing and maintaining parking
- Planning for building expansion – The Library District is a stakeholder
- The importance of the library in downtown Boulder, the benefit to all.
- A formal plan sharing mechanism to avoid multiple planning documents that are at odds or duplicate efforts.
- A more equal balance of power
 - *Concern:* This sounds like the library has little influence over decisions that will directly affect it. The Library District is not a stakeholder in sections of the Civic Area that have no impact the library (e.g., the Civic Area “east bookend”). This concept needs to be focused only on areas with direct impact from/on library services and patrons.

ACTIONS:

- Staff will provide an example of a Common-Interest Community Agreement table of contents, the list of things an average agreement covers.
- LDAC will build agreement on concepts a common-interest community agreement should cover/address.

Final Disposal of Library Buildings and Land

Final disposal relates to the facilities where the library district will own the building and/or land: the Carnegie Library for Local History, the George Reynolds Branch Library, the new NoBo Branch Library; and the Main Library (buildings only).

Options raised/discussed by LDAC:

- A. Give it back to City.
- B. Sell it, City has first right of refusal.
- C. Sell it, City has first right of refusal AND re-zone for public use.

- D. Do not give a specific recommendation, let council decide.

AGREEMENT: The LDAC recommends that when/if the Library District decides to dispose of land and/or a building, it will be sold and giving the City the first right of refusal (option B). The Library District will use the proceeds to continue to provide library services.

Transfer of Other Assets

AGREEMENT: The LDAC recommends/supports the staff's recommendation, with an amendment to the historic collections item:

- Transfer ancillary property (e.g. furniture, computers, collections, etc.) to the Library District
- Transfer art purchased by and/or for the library to the Library District. Art purchased by the City or where provenance is unknown will remain property of the City.
- Transfer existing Memorandums of Understanding (MOU) for historic collections held by the archive to the Library District, and develop a new MOU between the City and the Library District for historic materials donated to the archive by the City.
- Transfer the balance of funds collected for the Library in existing accounts to the Library District (e.g. grants, .333 mills property tax revenues, Blystat-Laesar House Fund (for Carnegie Library), gifts & donations, Facilities Replacement & Renewal, Old Library Fund Reserve, Development Excise Tax revenues and Impact Fees collected for the Library (used for one-time capital attributable to growth).[s](#)

Preparation for December 8th Agenda Items

What data is desired to understand and discuss the following December 8th meeting agenda items?

- **City planning considerations:** Boulder Valley Comprehensive Plan and Civic Area Master Plan relevant visions and plans.
- **Contract services from City of Boulder** (Facilities and/or Parks and Recreation departments):
 - Cost comparisons - costs for services and what other library districts pay for similar services.
 - Budget versus Actual – how often is the budgeted amount the actual?
 - Can the district get a better deal on the open market or is contracting with the City a good deal?
- **Equity considerations**
 - Library services/programs
 - Services and programs provided currently and planned
 - Access
 - How equity considerations have been and are being used now, and how they are planned for in the future?
 - Internal/Administrative
 - Accessible (e.g., bus pass)
 - Living wage
 - Social Equity/Tax burden
 - Impact on renters

Concern: Rents go up every year, how much is based on a tax increase for a library? Look at an average 2 bedroom in a multi-family dwelling, how much of the property tax will go to the library district?

- Impact on small businesses
 - Impact on Housing Authority affordable housing – rent or ownership
 - Equity impacts of moving from sales tax to property tax funding and who is impacted.
 - Comparison to other places- Other library districts’ mill levies.
- *Question:* Are there graduated taxing options for the library district?
Answer: Library districts’ authority comes from the legislature; a library district only has the authority to tax uniformly (not a graduated tax).
 - *Question:* What is the Library District property tax amount compared to the school district property amount?
 - *Answer:* For Boulder the library district would be a 3.7mills where the Boulder school district is approximately 38 mills).

Next Steps

Actions

- Provide an example of a common-interest community agreement table of contents, the list of things an average common-interest community agreement would cover.
- LDAC will build agreement on concepts a common-interest community agreement should cover/address.

Next Meetings

- December 8 (W) – Civic Area Plan and Boulder Valley Comprehensive Plan library considerations, Services to contract from Boulder-facilities and grounds, concepts a common-interest community agreement should address, and equity considerations for the IGA
 - December 16 (Th)
 - January (Th)
 - January (W) – final agreement on recommendations
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APPENDIX A: Attendees

LCAC MEMBERS

	Name		Name
X	Alicia Seidle	X	Joanna Rosenblum
X	Annette Dula	X	Joni Teter
	Cara Schenkel	X	Kevin Miller
X	Chip	X	Michelle Denae Garcia-Morrissey
	Deborah Read Fowler	X	Miho Shida
X	Jane Sykes Wilson	X	Peter Pollock

Boulder Public Library (BPL), City of Boulder (COB), Contractors

Organization	Staff
BPL	David Farnan, Jennifer Phares
COB	Chris, Meschuk, Janet Michels, and David Gehr (legal consultant)
Facilitator	Jody Erikson, JSE Associates

Public/Others

Name – Organization or Interest group		
Michael Mason		

APPENDIX B: Agenda

Boulder Library District Advisory Committee (LDAC) November 29, 2021; 6:00-9:00pm, Online

Meeting Objectives:

- Build agreement on boundary criteria
 - Build agreement on disposition of library assets
 - Facilities and Land and Final disposal options (recommend or not)
 - Other assets
 - Prepare for December 8th meeting – what do you want to know about agenda items.
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6:00 Welcome, agenda overview

6:05 sPublic Comment Session – If interested in speaking please sign up with staff before the meeting starts (name, community, topic to comment on). Each speaker will be allowed 2-3 minutes depending on how many people wish to speak.

6:20 LDAC Member introductions

6:25 Follow-up Information: November 9th Questions by LDAC

- Gunbarrel property tax contribution to library district
- Current library fund balances
- Maintenance estimates for Main, George Reynolds, Meadow Branch, and New NoBo
- Boulder County response to changing district boundaries

6:45 DISCUSSION: Boundary Criteria – Build agreement

Criteria combined from those presented by Farnan 10/13 and proposed by LDAC members in Teams online forum 11/5

- Creates a rational boundary capable of simple description.
- Conforms to Boulder County precinct boundaries to the extent feasible.
- Excludes any other county's or municipality's service area or another library district
- Includes the largest number of households with Boulder Public Library cards in accordance with the other criteria.
- Includes all areas within the Boulder Valley Comprehensive Plan service area.
- Excludes areas where a municipality or townsite intends to offer annexation and/or the provision of library services.
- Excludes areas whose primary road access occurs in other counties.

7:15 DISCUSSION: Asset Transfer

- Build agreement on recommendation on Buildings and Land – Review discussions from 11/8
- Discussion on:
 - Main Library
 - Final property ownership disposal (Carnegie, Reynolds, and new NoBo)
 - Options discussed at 11/8 meeting
 - A. Give back to the City
 - B. Sell it, give the City the first right of refusal

- C. Sell it, give the City the first right of refusal & zone for public use
- D. Do not give specific advice on one option, let Council decisions

- Other Assets
 - Presentation
 - Personal-sized Property
 - Integrated systems
 - Monetary assets (funds)
 - Discussion

7:45 Prep for December 8th meeting, and Review of final Four LDAC Meetings

- What do you want to know about 12/8 agenda items?
 - Civic Area Master Plan consideration
 - Contact for services – buildings and land – parks and rec and facilities
 - Equity considerations

8:50 Next Steps

- Next meetings
 - December 8 (W)
 - December 16 (Th)
- Actions decided during the meeting

9:00 Adjourn
