



## Staff Report

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**File #:** 18-26

**Version:** 1

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**Item #:** 3.3a.

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**TO:** Mayor and City Council

**THROUGH:** Steve Powers, City Manager

**FROM:** Norman Wright, Community Development Director

### **SUBJECT:**

Intergovernmental Agreement with Chemeketa Community College for cooperative regional library services

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

### **ISSUE:**

Shall City Council authorize the City Manager to execute the attached intergovernmental agreement (IGA) between the City of Salem and Chemeketa Community College (CCC) for cooperative library services?

### **RECOMMENDATION:**

Authorize the City Manager to execute the attached IGA between the City of Salem and CCC for cooperative regional library services.

### **SUMMARY AND BACKGROUND:**

The City of Salem currently has an IGA in place with CCC for Chemeketa Cooperative Regional Library Services (CCRLS). The new IGA will allow the City to continue as a CCRLS member library for the next five years, thereby giving Salem residents expanded access to materials shared by all of the participating libraries.

CCRLS is a program among 18-member libraries, including Salem. The IGA allows the member libraries to share a common library catalog system and to reciprocally share materials. Additionally, each library's governing agency is financially compensated for belonging to the cooperative and for providing cooperative services. The current agreement will expire on June 31, 2018.

## **FACTS AND FINDINGS:**

The new IGA between the City and CCC (Attachment 1) is for a five year term beginning on July 1, 2018. The terms of the IGA are substantially similar to previous agreements, and includes provisions for termination of the agreement, insurance and indemnification, ownership of work, scope of work to be performed by the parties, and compensation for fiscal year (FY) 2018-19. The City of Salem will receive approximately \$635,856 during FY 2018-19. The IGA will be amended yearly to incorporate a revised compensation schedule for the next fiscal year effective July 1.

The new IGA does not provide for the City to receive an Interlibrary Loan Referrals Service Fee, which has been between \$21,000 and \$29,000 per year, as CCRLS has centralized the interlibrary loan process at CCC and is no longer utilizing the City to process interlibrary loan requests. Staff was aware that this change was going to occur and has budgeted accordingly.

The IGA allows for modification by mutual consent of the parties. The City Manager may execute amendments to the IGA if the following requirements are met:

1. The amendments do not substantially expand the City's obligations;
2. The amendments do not broaden the scope of the IGA to other subject matters.
3. The amendments do not increase the City's financial obligations; and,
4. The amendments may extend the term or renew the IGA so long as any other changes to the Agreement do not substantially expand the City's obligations.

Sarah Strahl  
City Librarian

### **Attachments:**

1. IGA with CCC 2018-2023