



CITY OF ORLAND STAFF REPORT

MEETING DATE: June 3, 2025

TO: Honorable Mayor and Council
FROM: Janet Wackerman, Interim City Manager
SUBJECT: **Library Director Services Agreement with City of Willows - Discussion and Possible Direction to Terminate**

SUMMARY:

The item is on the agenda to discuss and provide direction to the City Manager concerning whether to terminate or modify the Library Director's services agreement with the City of Willows.

DISCUSSION / ANALYSIS

The City currently provides Library Director services to the City of Willows under a shared services agreement whereby Orland's Library Director provides 20 hours of service per week to the Willows Public Library. Under this agreement, Willows pays Orland 50% of the Library Director's total budgeted compensation for these services.

The agreement automatically renews each fiscal year unless either party provides written notice of termination. Per Section 8 of the agreement, either party may propose modifications or withdraw from the agreement upon thirty (30) days' advance written notice.

Staff has concerns that the City of Willows has been exercising managerial control over the Director in a manner that interferes with the Director's ability to serve the City of Orland. Terminating the agreement would mean the loss of Willow's contribution to paying the Director's salary; however, it would also provide an opportunity for the City of Orland to seek out partnerships with other agencies for shared library resources, which would be more aligned with the City's commitment to the library's mission.

FISCAL IMPACTS: \$58,680

RECOMMENDATIONS:

Staff recommends that the City Council discuss the current Library Director Services Agreement and provide direction to the City Manager regarding whether to:

1. Continue the existing agreement with the City of Willows
2. Direct the City Manager to negotiate modifications to the agreement
3. Direct the City Manager to provide the required 30-day written notice of termination to the City of Willows

ATTACHMENTS:

- Library Director Services Agreement with City of Willows