

**MEMORANDUM  
DEPARTMENT OF FACILITY SERVICES  
COUNTY OF PLACER**

To: **BOARD OF SUPERVISORS**

Date: **JANUARY 22, 2008**

From: **JAMES DURFEE / ALBERT RICHIE**

Subject: **TAHOE CITY LIBRARY ROOF REPLACEMENT**

**ACTION REQUESTED / RECOMMENDATION:** Approve the expenditure by Facility Services of \$20,027.68 for the County's pro-rata share of the cost for replacement of the Tahoe City Library roof, and approve the attached Budget Revision appropriating Library funds in the Building Maintenance budget.

**BACKGROUND:** In 1977, Placer County acquired a 43% ownership interest in the property and building located at 740 N. Lake Tahoe Boulevard, in Tahoe City, which houses the Tahoe City Library. The remaining 57% ownership is held by an association of condominium owners. This co-ownership is governed by a set of By Laws, drafted by Placer County Counsel, that require cost sharing of common area and structural maintenance. Issues of building maintenance are managed by Channel Properties on behalf of all owners, and the financial responsibility for these activities are split according to ownership percentage: 43% County and 57% Condo Association.

Through their capital planning process, the Library Department had been monitoring the Tahoe City Library roof for replacement, and money was budgeted for such action to occur before the winter of 2008. Additionally, in early 2006, Risk Management received a claim for damage to a vehicle parked in the Tahoe City Library parking lot due to heavy ice and snow fall from the roof. During the winter months, the steeply pitched shake roof would typically slough heavy ice and snow melt on the adjacent pedestrian and parking areas, and in order to avoid injury to patrons and staff, those areas are cordoned off for the season. Due to the severity of the potential danger posed by this condition, Facility Services and Channel Properties researched potential solutions to this situation. Research revealed that replacing the existing shakes with a composite roofing material would provide adequate snow grip to alleviate this hazard.

As the roof was due for replacement and in consideration of the need to address this safety issue, Channel Properties moved forward with their competitive bid process, with the goal of completing roof replacement prior to the 2007-2008 winter season. Facility Services participated in evaluating bids, and Channel Properties awarded the roof replacement contract to HD Roofing in August 2007. The project was completed per contract specifications and to our satisfaction in September 2007.

**ENVIRONMENTAL CLEARANCE:** This is Categorically Exempt from review pursuant to Section 15302 of the California Environmental Quality Act: Replacement or Reconstruction. This section provides for replacement or reconstruction of existing structures and facilities where the new structure will be located on the same site as the structure replaced and will have substantially the same purpose and capacity as the structure replaced.

**FISCAL IMPACT:** The cost of this work was anticipated in the Library Department's 2007/2008 budget. The 43% County share of this work is \$20,027.68 and will be paid initially by the Building Maintenance Budget. The attached Budget Revision is required to appropriate funds in the Building Maintenance Budget as reimbursement from the Library Fund.

JD:MD:MR:kj  
Cc: COUNTY EXECUTIVE OFFICE  
LIBRARY DEPARTMENT

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**BUDGET REVISION**

PAS DOCUMENT NO. \_\_\_\_\_

**POST DATE:**

DEPT NO.	DOC TYPE	Total \$ Amount	TOTAL LINES
12 BR		40,056.00	2

Cash Transfer Required  
 Reserve Cancellation Required  
 Establish Reserve Required

Auditor-Controller  
 County Executive  
 Board of Supervisors

**ESTIMATED REVENUE ADJUSTMENT**

DEPT NO.	T/C	Rev	Fund	Sub Fund	OCA	PCA	OBJ 3	PROJ.	PROJ. DTL	AMOUNT
12	014	100	100		991065	91065	2405			20,028.00
12	020	100	100		991065	91065	5009			20,028.00
<b>TOTAL</b>										0.00

**APPROPRIATION ADJUSTMENT**

DEPT NO.	T/C	Rev	Fund	Sub Fund	OCA	PCA	OBJ 3	PROJ.	PROJ. DTL	AMOUNT
12	014	100	100		991065	91065	2405			20,028.00
12	020	100	100		991065	91065	5009			20,028.00
<b>TOTAL</b>										40,056.00

REASON FOR REVISION: To appropriate funds from the Library for the Tahoe Library Roof project.

Prepared by Valerie Bayne Ext: 6803  
 Department Head  
 Board of Supervisors  
 Auditor-Controller  
 Date: 11/27/07  
 Page: \_\_\_\_\_  
 Budget Revision # \_\_\_\_\_ FOR INDIVIDUAL DEPT USE

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