

**ARAPAHOE LIBRARY DISTRICT BOARD OF TRUSTEES MEETING**

February 18, 2025 @ 5:45 p.m.

**KOELBEL LIBRARY  
5955 S HOLLY ST  
CENTENNIAL, CO**

**VISION: A LITERATE, INFORMED AND FULFILLED COMMUNITY.**

**AGENDA**

	<b><u>Informational</u></b>	<b><u>Action</u></b>
1. 5:45 <b>CALL TO ORDER</b>		
2. 1 min <b>UPCOMING MEETINGS AND EVENTS</b>	X	
3. 2 min <b>ADDITIONS OR CORRECTIONS TO THE AGENDA</b>		X
4. 10 min <b>PUBLIC INTRODUCTIONS AND COMMENT</b> (We will accept up to 10 min of public comment at the beginning of the meeting. Additional comments beyond that time frame will be taken at the end of the meeting.)	X	
5. 2 min <b>APPROVAL OF MINUTES Nos. 852 and 853</b>		X
6. 2 min <b>RATIFY AGREEMENTS APPROVED AT THE FEBRUARY 4, 2025 SPECIAL MEETING OF THE BOARD</b>		X
A. Subdivision Improvement Agreement		
B. Operations and Maintenance (OM) Agreement		
C. Uniform Easement Deed and Revocable Storm Drainage License Agreement		
7. 10 min <b>CONSENT AGENDA</b>		X
A. Approval to spend an estimated \$2.5MM with Haynes Mechanical Systems, our approved Mechanical contractor, in 2025. In addition to maintenance and contractual work previously communicated of \$225,000, the following new projects are proposed for 2025:		
i. Estimated spend of up to \$1,300,000 to replace the rooftop units at Koelbel and upgrade some of the interior HVAC infrastructure. The rooftop units are approaching the end of their capital life cycle, and the maintenance costs to keep them running are increasing.		
ii. Estimated spend of up to \$950,000 to replace the rooftop unit and redesign the interior HVAC system at Southglenn, to better meet the needs of patrons and staff.		
B. Approval to spend an estimated \$486,720 with Mile High Elevator, our approved Elevator maintenance vendor, in 2025. In addition to maintenance and contractual work previously communicated of \$136,720, the following new project is proposed for 2025:		
i. Estimated spend of up to \$350,000 to modernize both elevators at the Koelbel library. Due to the age of the current equipment, we can no longer maintain the units or locate replacement parts if something were to fail.		
C. Approval of a new lease with BPT II Arapahoe, LLC/Rising Realty Partners for additional storage and prep space for Events. The lease term is 62 months, commencing February 1, 2025. Total lease payments will be \$542,330 over the life of the lease. This amount does not include ALD's pro rata share of operating		

costs, which have not been clarified at this time.

- D. Approval of the contractual amount of \$1,010,690 with Studiotrope Design Collective for Architectural services related to the Eloise May Annex project. The amount to be spent in 2025 will not exceed \$750,000, and is included in the overall \$5MM Eloise May Annex Design and Construction budget previously approved.
- E. Approval of estimated spend of \$120,000 in 2025 with Konica/Minolta for new printers/copiers. Both monthly lease and supplies and maintenance are being aid to Konica where they had been split between 2 vendors in the past, and thus under the Board threshold. The multi-year Konica contract was previously approved.
- F. Approval of an estimated spend of \$174,566.50 in 2025 with Oz Architecture, Inc, our Administrative Building Architect. We previously communicated that we would spend more in 2024 than we did, and thus 2025 spending was initially under the Board threshold. With delays, the costs have shifted to 2025.

8.	6:15	<b>FINANCIAL REPORT</b>			X
9.	10 min	<b>BOARD PRESIDENT REPORT</b>		X	
10.	10 min	<b>EXECUTIVE DIRECTOR REPORT</b>		X	
11.	5 min	<b>LEGAL STATUS REPORT</b>		X	
12.	5 min	<b>STRATEGIC PLAN REPORT</b>		X	
13.	6:45	<b>ADJOURN</b>			X

**\*\*EXECUTIVE SESSION TO FOLLOW\*\***