



# City of Biggs

## Agenda Item Staff Report For the Regular City Council Meeting: July 09, 2013

TO: Honorable Mayor and Members of the City Council  
FROM: City Administrator  
SUBJECT: BCAV Request to Utilize Library Basement

### **Background**

Biggs Community Action Volunteers (BCAV) have requested to utilize the basement of the Biggs library for storage.

As a conceptual idea of how Council may want to approach such an arrangement staff drafted a Property Use Agreement and presented the agreement at the June meeting . BCAV requested and Council requested a less formal agreement.

We believe that the attached "CITY PROPERTY USE AGREEMENT" is responsive to the Council direction.

### **Recommendation:**

Review and discuss the agreement, and direct staff.

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Mark Sorensen, City Administrator

**CITY PROPERTY USE AGREEMENT**

**City of Biggs**

This City Property Use Agreement (“Agreement”) is made and entered into as \_\_\_\_\_ (Effective Date) by and between the City of Biggs (City), and the Biggs Community Action Volunteers (User).

1. The City owns the parcel of real property located improved with a building commonly known as the Biggs Library.

2. User desires to use, and agrees to limit its use, of the basement of the Biggs Library (Property) as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The City agrees to this use of the Property.

3. User agrees that its use and occupancy of the Property will conform to applicable federal, state and City codes, ordinances, statutes, and regulations.

4. User agrees that control of the Property shall be limited to the persons listed in the attachment. User shall update this list as necessary.

5. User agrees that no structural changes or interior or exterior modifications will be made without prior authorization of the City.

6. User agrees that the City is not responsible for damage or loss to any property of the User or stored by or on behalf of the User in the Property.

Dated: \_\_\_\_\_

\_\_\_\_\_  
User

Dated: \_\_\_\_\_

\_\_\_\_\_  
City of Biggs