

## PUBLIC ADVISORY REGARDING COVID-19 AND PUBLIC PARTICIPATION

Pursuant to AB361, California Gov. Code Section 54953 and the County of Santa Cruz Health Services Agency 'HEALTH OFFICER RECOMMENDATION FOR SOCIAL DISTANCING (CONTINUED REMOTE MEETINGS FOR LEGISLATIVE BODIES)' dated September 30, 2021 the regular meeting of the:

### **LIBRARY ADVISORY COMMISSION (LAC)**

On Monday, May 16, 2022 at 6:30PM

**Will be held via Zoom teleconference ONLY**

#### **Public Viewing:**

The meeting will be broadcast through the Santa Cruz Libraries YouTube channel <https://www.youtube.com/user/SantaCruzPL> which you can access through the Santa Cruz Libraries website by scrolling to the bottom of the page and clicking on the YouTube icon.

#### **Public Participation via Zoom:**

For those wishing to participate via Zoom you can join from a PC, Mac, iPad, iPhone or Android device by entering or clicking on the following URL:

<https://us06web.zoom.us/j/89998848771>

For those wishing to participate via Zoom using a telephone only, please call:

1 833 548 0276 (Toll Free) or 1 833 548 0282 (Toll Free)

1 877 853 5247 (Toll Free) or 1 888 788 0099 (Toll Free)

Slowly enter the **Webinar ID of 899 9884 8771**

The meetings will be recorded and posted for viewing after the meetings on the Santa Cruz Public Libraries website <http://www.santacruzpl.org/>

**Public comment: There are three ways to comment during this meeting. All comments must be received prior to the close of public comment on that agenda item:**

**1. How to comment on agenda items via email before the meeting begins:**

Members of the public may provide public comment by sending an email to the Library Board Clerk at [clerk@santacruzpl.org](mailto:clerk@santacruzpl.org)

- Identify the agenda item number in the subject line of the email
- Emailed comments should be a maximum of 500 words, which corresponds to approximately 3 minutes of speaking time
- All correspondences received prior to 5:00 p.m. on the Friday preceding a LAC Meeting will be distributed to Commission members to review prior to the meeting. Information submitted after 5 p.m. on that Friday may not have time to reach Commission members, nor be read by them prior to consideration of an item.

**2. How to comment on agenda items during the meeting and prior to the close of public comment on an item, using the Zoom Q&A feature:**

- Type your comment using the “Q&A” feature found on the Zoom control bar
- Identify the agenda item first, then type your comment
- Your comment will be read aloud

**3. How to comment aloud on agenda items, during the meeting and prior to the close of public comment on an item, via the Zoom “raise hand” feature:**

***If you are accessing the meeting using the Zoom app and using computer audio:***

- During the comment period for that agenda item, use the “raise hand” icon found on the Zoom control bar
- The moderator will announce your name or the last 3 digits of your phone number when it is your turn to speak
- Unmute yourself using the microphone icon
- Identify the agenda item
- Introduce yourself using your first and last name
- You will have three minutes of speaking time

***If you are accessing the meeting using telephone audio:***

- During the comment period for that agenda item, press \*9 to raise your hand
- The moderator will announce the last 3 digits of your phone number when it is your turn to speak
- Unmute yourself using \*6 – to toggle the mute/unmute feature
- Identify the agenda item
- Introduce yourself using your first and last name
- You will have three minutes of speaking time



(Revised as of 5/13/2022 at 5:00 PM)  
**LIBRARY ADVISORY COMMISSION  
REGULAR VIRTUAL MEETING**

**MONDAY, MAY 16, 2022 at 6:30 PM**

**1. CALL TO ORDER/ROLL CALL**

Commissioners Lindsay Bass, Rena Dubin, Jennifer Mount, Mary Ripma, Mike Termini, Pamela Woll, and Tricia Wynne

**2. ADOPTION OF THE AGENDA**

**3. ORAL COMMUNICATIONS**

*Any member of the audience may address the Board on any matter either on or off the agenda that is within the Board's jurisdiction. Note, however, that the Board is not able to undertake extended discussion or act on non-agendized items. Such items can be referred to staff for appropriate action which may include placement on a future agenda. If you intend to address a subject that is on the Agenda, please hold your comments regarding that item until it is before the Board so that we may properly address all comments on that subject at the same time. In general 3 minutes will be permitted per speaker during Oral Communication; A MAXIMUM of 30 MINUTES is set aside for Oral Communications at this time.*

**4. REPORT BY LIBRARY DIRECTOR**

A. Library Director's Report – May 2022 (P3-4)

**5. REPORT BY FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES**

A. Friends of SCPL – Report (Oral)

**6. MEMBER REPORTS**

**7. CONSENT CALENDAR**

*All items listed in the "Consent Calendar" will be enacted by one motion in the form listed below. There will be no separate discussion on these items prior to the time the Board votes on the action unless members of the public or the Board request specific items to be discussed for separate review. Items pulled for separate discussion will be considered following General Business.*

A. Minutes of April 18, 2022  
RECOMMENDED ACTION: Approve Minutes (P5-6)

- B. Recent Articles about Santa Cruz Public Libraries  
RECOMMENDED ACTION: Accept and File Recent Articles about SCPL (P7-40)
- C. Resolution Authorizing the Library Advisory Commission to Utilize Remote Teleconference Meetings Pursuant to Assembly Bill 361  
RECOMMENDED ACTION: Adopt Resolution No. 2022-01 Authorizing Remote Teleconference Meetings pursuant to Assembly Bill 361 (P41-44)
- D. Written Communications to the Commission  
RECOMMENDED ACTION: Accept Communications (P45-46)

**8. PRESENTATIONS**

- A. SCPL Programs & Services Inside the SC County Corrections Facilities by Jesse Silva, Librarian for the Santa Cruz Public Libraries

**9. GENERAL BUSINESS**

*General Business items are intended to provide an opportunity for public discussion of each item listed. The following procedure is followed for each Business item: 1) Staff explanation; 2) Board questions; 3) Public comment; 4) Board deliberation; 5) Decision.*

- A. Commemorative Flag Policy  
RECOMMENDED ACTION: Approve a Policy Regarding the Display of Commemorative Flags (P47-49)
- B. FY 22/23 Draft Operating Budget Proposal  
RECOMMENDED ACTION: Endorse the Proposed 2022-2023 Library Joint Powers Authority (LJPA) Budget (P50)

**10. SCHEDULED UPCOMING MEETINGS**

Date	Location	Anticipated Upcoming Agenda Items:
July 18, 2022	Virtual	•

**11. ADJOURNMENT**

Adjourned to the next regular meeting of the Library Advisory Commission to be held on Monday, July 18, 2022 at 6:30pm via Zoom teleconference

The Santa Cruz City-County Library System does not discriminate against persons with disabilities. Out of consideration for people with chemical sensitivities, we ask that you attend fragrance free. Upon request, the agenda can be provided in a format to accommodate special needs. Additionally, if you wish to attend this public meeting and will require assistance such as an interpreter for American Sign Language, Spanish, or other special equipment, please call the Library Administration Office at 427-7706 at least five days in advance so that we can arrange for such special assistance, or email library\_admin@santacruzpl.org.



**May 16, 2022**

**Library Director’s Report to the Library Advisory Commission**

**Library Team**

The Library welcomed Abraham Escalante, Information Specialist for adult programs & service and Carlos Silva, Library Information Technology Manager in the month of May. Abraham previously worked as a library assistant with the San Mateo County Libraries and Carlos Silva, was a Systems and Network Administrator with the City of Santa Cruz.

**Current Vacancies**

Number of Vacancies	Title	Full/ Part Time hours	Status
2	Library Assistant II	1.0	Interviews in Process
1	Library Assistant II	.80	Interviews in Process
3	Library Assistant II	.75	Interviews in Process
8	Library Assistant II	.50	Interviews in Process
1	Information Technology Specialist I	1.0	Interviews in Process
2	Network Systems Administrators	1.0	Recruitment in Process
1	Library Specialist/Volunteer Coordinator	1.0	Interviews in Process
1	Librarian II	1.0	Interviews in process
1	Management Analyst	1.0	Recruitment in Process

**Facilities**

The Grand Reopening of the Boulder Creek Library was a success on Saturday, May 7, 2022, from noon to 4 p.m. Guests were treated to music from the Backyard Birds and a magic show by Mike Della Pena. Jenna Sue’s café generously donated flowers and refreshments.

The Garfield Park Library Grand Reopening festivities are scheduled for June 11, 2022, from 12–4 p.m.

Aptos Library demolition is slated to begin in mid-May. The County Board of Supervisors will consider the public art proposal for Aptos Library on May 24.

The Scotts Valley Library contractor targets mid-May for Library staff to get temporary occupancy. The set-up process can begin; however, furniture is not expected to arrive until June. Some outstanding supply chain delays mean that contractor work will extend into July. Reopening is anticipated in late July 2022.

Supply chain delays affecting the delivery of the ceiling at Live Oak Library have pushed the opening back to August 2022.

Branciforte supply chain delays have pushed the reopening back to September.

### **Featured Programs and Services**

The 2022 Summer Reading program Kicks off on June 1 and runs through July 31!

The Library will provide Summer Reading Outreach Pop-up Programming events through the “Lunch at the Library” grant administered by the California State Librarian.

We will visit six sites that provide summer meals to students throughout the county, with free books, giveaways, and reading logs. The Friends of the Santa Cruz Public Libraries provided additional funds for this program.



## LIBRARY ADVISORY COMMISSION REGULAR VIRTUAL MEETING MINUTES

**MONDAY, APRIL 18, 2022 at 6:30 PM**

### 1. CALL TO ORDER/ROLL CALL

**PRESENT:** Lindsay Bass, Rena Dubin, Jennifer Mount, Mary Ripma, Mike Termini, Pamela Woll, and Tricia Wynne

**STAFF:** Library Director Yolande Wilburn and Assistant Library Director Eric Howard

### 2. ADOPTION OF THE AGENDA

<b>RESULT:</b>	<b>APPROVE THE AGENDA</b>
<b>MOVER:</b>	<b>Mike Termini</b>
<b>SECONDER:</b>	<b>Rena Dubin</b>
<b>AYES:</b>	<b>Bass, Dubin, Mount, Ripma, Termini, Woll, Wynne</b>

### 3. ORAL COMMUNICATIONS

None

### 4. REPORT BY LIBRARY DIRECTOR

Library Director, Yolande Wilburn, provided a written report

### 5. REPORT BY FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES

Executive Director of the Friends, Bruce Cotter, provided an oral report

### 6. MEMBER REPORTS

None

**7. CONSENT CALENDAR**

<b>RESULT:</b>	<b>APPROVED CONSENT CALENDAR</b>
<b>A. Approved Minutes of March 21, 2022</b>	
<b>B. Accepted and Filed Recent Articles about SCPL</b>	
<b>C. Adopted Resolution No. 2022-01 Authorizing Remote Teleconference Meetings pursuant to Assembly Bill 361</b>	
<b>MOVER:</b>	<b>Mike Termini</b>
<b>SECONDER:</b>	<b>Tricia Wynne</b>
<b>AYES:</b>	<b>Bass, Dubin, Mount, Ripma, Termini, Woll, Wynne</b>

**8. PRESENTATIONS**

Presentation on Home Connectivity Kits for Libraries by Sarah Harbison, Collection Management Services Manager for the Santa Cruz Public Libraries

**9. GENERAL BUSINESS**

A. Library Policies and Policy Schedule Review

<b>RESULT:</b>	<b>ACCEPTED AND FILED POLICY #309, #310, #315, #403 &amp; THE POLICY RENEWAL SCHEDULE</b>
<b>MOVER:</b>	<b>Tricia Wynne</b>
<b>SECONDER:</b>	<b>Mike Termini</b>
<b>AYES:</b>	<b>Bass, Dubin, Mount, Ripma, Termini, Woll, Wynne</b>

B. Display of the LGBTQ Pride Flag

<b>RESULT:</b>	<b>APPROVED THE DISPLAY OF THE PROGRESSIVE PRIDE FLAG AT SANTA CRUZ PUBLIC LIBRARIES FACILITIES TO COMMEMORATE PRIDE MONTH THROUGH JUNE 2022</b>
<b>MOVER:</b>	<b>Tricia Wynne</b>
<b>SECONDER:</b>	<b>Rena Dubin</b>
<b>AYES:</b>	<b>Bass, Dubin, Mount, Ripma, Termini, Woll, Wynne</b>

**10. ADJOURNMENT**

Final Adjournment of the Library Advisory Commission at 7:45pm to the next regular meeting on Monday, May 16, 2022 at 6:30pm via Zoom teleconference.





## STAFF REPORT

DATE: May 16, 2022  
TO: Library Advisory Commission  
FROM: Diane Cowen, Communications Manager  
RE: Media Packet

### RECOMMENDATION

Accept and File the Media Packet for April 11, 2022 through May 11, 2022.

### DISCUSSION

This Media packet covers the time period for April 11, 2022 through May 11, 2022.

## In the News and Media:

**April 11, 2022 – May 11, 2022**

**Santa Cruz Sentinel *News***

**Mayor's message | New library would offer more than books**



A rendering of the library. (Contributed)

By [SONJA BRUNNER](#) |

April 23, 2022 at 2:30 p.m.

Libraries are not just buildings that house a collection of books to borrow, they are places for the community to get information, and to use for learning, engaging and exploring.

Today, libraries provide meeting rooms, tutoring, classes and digital technological learning, such as classes for non-experienced users and seniors, and as we saw during the COVID-19 pandemic, options to check out digital tablets in order to participate in remote work and school learning.



Sonja Brunner

It's been so exciting to see the libraries in our Santa Cruz Public Library system as they have been upgraded, renovated and newly built, thanks to the Measure S bond that voters approved in 2016, and to Friends of the Santa Cruz Library. In the city of Santa Cruz, we have three of the 10 branches: Branciforte Library, Garfield Park Library, and the main branch Downtown Library, which serves as a hub for the entire system. The plans for the new downtown library promise a beautiful library facility that will better serve all the varied needs of our community. We will also gain the city's largest affordable housing development right next to the library, with an expected 124 new homes and 100% will be reserved for very low income and low income Santa Cruzans, which is a priority in our city. The homes will be a combination of studio, one-,

two-, and three-bedroom homes right in the heart of the downtown neighborhood. Features of this combined library and housing project include a day care center, living roof, an outdoor library deck, a residential rooftop deck, outdoor green spaces, community space, a children's area, a teen space, access to daylight, and a net zero energy building with photovoltaic panels to convert thermal energy into electricity. Underneath the housing will be a parking garage with just enough spaces to replace the more than 300 spaces already set to go away in order to allow for more affordable housing over the next few years. These include the 108 parking spaces currently on the parking lot project site, and 106 parking spaces directly across the street at the Calvary Church parking lot which will soon be transformed into 65 affordable new homes and a public paseo that the church plans to build. For information, visit the Active Planning Applications page on the [cityofsantacruz.com](http://cityofsantacruz.com).

In the downtown area, public parking operates on a shared parking concept, and allows for a single parking space to be used by multiple users: people who live, work, shop, and visit downtown. The shared supply model makes for a much more efficient use of space in our urban city center.

Learn more about the city's GoSantaCruz alternative transportation program, which is now county wide, visit [MyCruz511.org](http://MyCruz511.org), or your local library for information.

I'm happy to say that, in addition to the incredible benefits of the new downtown library and affordable housing project, our beloved downtown farmers market will have a permanent home, thanks to the city's ongoing commitment. Since 2017, there have been regular ongoing discussions with Santa Cruz Community Farmers Market, working to make sure a new home is established for the market downtown on the city-owned lot between Cathcart Street and

Soquel Avenue. Options under discussion include amenities and covered market space to allow for more year-round functionality.

There's no doubt that this new library and affordable housing project will increase the public benefit to our community, and help facilitate a walkable urban environment. Make sure to check out the Santa Cruz Public Library's website for more information about the downtown branch as well as the other nine branches. Better yet, make sure to visit some of the branches in person, and enjoy.

*Sonja Brunner is the mayor of Santa Cruz.*

### **Photo | Director: Libraries offer more than just books**



Yolande Wilburn, who became the director of the Santa Cruz Public Libraries on Jan. 3, heads up to her office at the library administrative office on Union Street in downtown Santa Cruz this week. Before taking the job, Wilburn was the city librarian for the City of Torrance, where she oversaw six library locations and prior to that she worked in the Nevada County Community Library system as library director. Expressing her excitement about taking the job in Santa Cruz County and on the importance of libraries Wilburn said, "Libraries are all about helping stabilize communities. They ensure that communities have the best educational and economic outcomes." The Santa Cruz Public Libraries delivers information, education, enrichment, and inspiration through a network of 10 neighborhood library branches, a web-based digital library, a bookmobile and community-based programs.

Additionally, ground was recently broken for a Live Oak annex adjacent to Simpkins Family Swim Center. The library annex is scheduled to open in 2023. (Shmuel Thaler – Santa Cruz Sentinel)

By [SHMUEL THALER](#) | [sthaler@santacruzsentinel.com](mailto:sthaler@santacruzsentinel.com) | Santa Cruz Sentinel April 30, 2022 at 3:15 p.m.

## Our Downtown, Our Future turns in petition, signatures to bring Santa Cruz library issue to



Boxes containing petitions with over 5,000 signatures from people who attested that they were Santa Cruz city voters sit on the fountain Tuesday morning at City Hall, prior to being delivered to the City Clerk's Office. Members of the community group Our Downtown, Our Future delivered the petitions in hopes of qualifying a measure for the November ballot and to amend the city's General Plan and Downtown Plan to require the city to renovate the Downtown Branch Library rather than construct a new one. (Shmuel Thaler — Santa Cruz Sentinel)

By **JESSICA A. YORK** | [jjork@santacruzsentinel.com](mailto:jjork@santacruzsentinel.com) | Santa Cruz Sentinel May 3, 2022 at 4:52 p.m.

SANTA CRUZ — A local advocacy group is one step closer this week to enlisting voters' support to halt construction of a new city library with an attached parking garage and affordable housing project.

Our Downtown, Our Future on Tuesday morning turned in a petition with more than 5,000 signatures supporting putting the group's proposed ballot measure to voters Nov. 8. The move comes less than a week after another group turned in its petition for a proposed Empty Homes Tax ballot measure.

"The petition has received very broad support from voters of all ages, diverse ethnicities and every neighborhood in Santa Cruz," Our Downtown, Our Future co-chairperson John Hall told a small gathering on the steps of City Hall before dropping off the signed petitions. "People who signed range from fiscal conservatives to progressives and most generally, people who care deeply about the future of our community."

The petition, which would require a simple majority of voters' approval to pass as a ballot measure, would [force the city to amend its General Plan](#) and other major city planning documents to prevent construction of a multi-story parking garage on any of eight city parking lots and prioritize the existing library to remain the facility's home, among other changes.

In order for the initiative to progress to the ballot box, the Santa Cruz City Clerk's Office, via the County Elections Office, has 30 days to validate the petition by verifying the residency and voting status of at least 3,848 petition-signers. If the petition is validated, the issue will go before the Santa Cruz City Council to either formally call for an election or to consider directly adopting by resolution.

Our Downtown, Our Future arose as a collaboration between several existing groups seeking to modify or halt the city's "Library Mixed-Use Project" construction plans. The collective came together around three major issues, namely opposition to razing the existing library, the displacement of the Downtown Farmers Market and construction of a new city parking garage.

A newly formed citizens' group, calling itself Santa Cruz For Real Solutions, issued a statement Tuesday morning condemning Our Downtown, Our Future's efforts as a step back for the library system and affordable housing construction efforts.

"ODOF's ballot measure is a Trojan horse loaded with smoke and mirrors and is not rooted in reality. It will eliminate badly needed affordable housing that will serve families, seniors, essential workers, and students and throw away millions of dollars in housing grant funding," the release quotes Don Lane, Housing Santa Cruz County board chairperson and former City Council member. "This measure uses fuzzy language and unrealistic ideas in a cynical attempt to undercut the public process — a process that has utilized community-led committees, many votes by our elected City Council, and direct input from thousands of local residents."

The mixed-use project, as approved, uses "Lot 4," bounded by Cedar, Cathcart and Lincoln streets. The effort features a new library adjacent to five stories of affordable housing — up to 125 units — on top of three stories of parking. According to a dedicated [city planning page](#), since the project's original inception the proposed parking garage has been reduced from 310 to 400 spaces. The project also includes space intended for a ground-floor daycare center and commercial space on the corner of Cathcart and Cedar streets.

The new library would replace the existing Downtown Library, located several blocks away at 224 Church St. Community events traditionally held at Lot 4, most significantly the weekly Downtown Farmers Market, would need to be relocated. City officials are looking at using Lot 7, at Front and Cathcart streets, or the existing Church Street library site as the farmers market's new home. A project that would have renovated or rebuilt the existing library site was rejected during early talks by a council-appointed citizens' library committee as too expensive or not comprehensive enough. The parking garage and library projects would save on shared construction costs by pairing together.

## **Guest Commentary | Multi-use library plan: Affordable housing is not the issue**

PUBLISHED: April 14, 2022 at 5:00 a.m. | UPDATED: April 14, 2022 at 4:05 p.m.

By Micah Posner

The Our Downtown Our Future Ballot Initiative is exactly what it claims to be, an effort to stop designing OUR downtown via a series of back-room deals that would demolish our library and displace our farmers market to an inferior location. It's a chance to build for a different future, wherein we take global warming seriously and stop subsidizing automobiles.

Affordable housing, which is supported by both proponents of the Initiative and its detractors, is not the issue. It's all the other stuff in the "mixed use" development proposed to be built on the downtown farmers market lot.

Specifically the issue here is the parking garage, the rotten heart of the city of Santa Cruz's proposal and a \$30 million subsidy of global warming. The city staff have been trying to build a huge concrete parking garage on the farmers market lot for decades but have had no community support for it so they added a library and affordable housing to try to sweeten the deal. Our problem is the pig, not the green paint on it.

But here's the thing, we can have a beautiful library and affordable housing (at the proposed site and/or at another) without a parking garage. And the parking garage, not the affordable housing, is the reason that the "mixed use" political deal is opposed by climate activists of all ages, including Youth for Climate Justice and, (after multiple approvals at the chapter and state level), the Sierra Club. We are disappointed that affordable housing advocates, who we very much respect, would sign onto a deal that includes subsidizing automobile use for another half a century, even while per capita use of automobiles downtown continues to decline, and parking for downtown businesses was available even on summer weekends prior to the pandemic, And we are confused why they would support using \$30 million of public money for the garage that could be used for affordable housing.

Don Lane's recent Sentinel Guest Commentary (April 6) supporting the city plan leaves out the fact that our downtown library would be demolished and hauled off to the dump due to factors entirely political. Recall that we voted for the Measure S parcel tax, the first line of which read: "to modernize, upgrade and repair local libraries," not to demolish the main branch and rebuild it as part of a parking garage. That was a deal made between city staff and officials, not with we the taxpayers. But again, downtown belongs to us, not to the deal makers.

Then there's the farmers market. Lane states his support for moving it to the site of the demolished library, essentially trading the library for the market at the cost of \$50 to \$100 million, beautiful magnolia trees, and years of noisy and dusty construction. Or ... we skip trading the two lots, make the farmers market's current location its permanent home and have a beautifully renovated library.

A glimpse of the real motivation for the bait (affordable housing) and switch (market to library and back), can be seen in the emails between city staff and developers of a luxury hotel planned for Front Street, in which the city would sell the hoteliers the "small parcels" Lane refers to, AND provide the hotel with 185 subsidized parking sites for its guests, the number of increased spaces to be provided (coincidentally) by the proposed parking garage. The luxury

hotel, not affordable housing, is the only project currently planned to replace city-owned surface lots used for parking.

Our Downtown Our Future would rectify back-room deals that trade the world's climate and sell off public resources for luxury hotels. It would stop subsidizing automobile use, gentrifying downtown and demolishing public buildings.

Those are the real issues here. Affordable housing is merely the chocolate coating on the unsavory package that lies within.

*Micah Posner is a resident of Santa Cruz and served on the Santa Cruz City Council from 2012 to 2016.*

## Santa Cruz Sentinel **Letters**

### **Letter | Library multi-use project tap root of more to come**

April 20, 2022 at 5:00 a.m.

Bravo Micah Posner, I literally cringed when I read Affordable Housing Advocates were recruited to take a stand for the garage. Ah, so sad and there's more to come. Yes, their was overwhelming support for Measure S, the door knockers getting out the vote were amazing. Talk about whiplash. Voters asking, tear down the library?

Thank you, for your dogged research to get to the tap root. Connecting the dots: 185 subsidized parking spots for Front Street, luxury, street hotel, of course. So much dust downtown these days, it's hard to see clearly.

Just a "tiny" compromise, a "tiny" price to pay? It's the tap root, linchpin of more to come. Devil is in the details.

— Lynn Dunn, Santa Cruz

## Santa Cruz Sentinel **Coastlines**

### **Coast Line | Job and services fair slated for April 23 in Santa Cruz**

April 14, 2022 at 10:00 a.m.

#### **SANTA CRUZ**

#### **Job and services fair slated for April 23**

The Santa Cruz Public Libraries announced a job and services resource fair is scheduled for noon to 4 p.m. April 23 at Laurel Park, behind the London Nelson Community Center in Santa Cruz.

The free event is being held in partnership with the Homeless Garden Project and the Santa Cruz County Workforce Collaborative.

The fair will bring together service providers and employment opportunities for people experiencing or at risk of homelessness and/or barriers to employment. Attendees will have opportunities to access food, benefits, health and vision care, job training, information about showers, storage and more.

Service providers include: The Community Action Board SmartHIRE and Homeless Preventions Programs, CalWorks, Grey Bears, Cabrillo College, Goodwill Central Coast Career



Center, Encompass, Santa Cruz County Veterans Services, Your Future is Our Business, and the National Farmworkers Program, and more. Lunch will be provided free while supplies last. Bus passes are available to attendees if needed. For support with bus passes, call 831-426-3609 ext. 11 or email [evanj@homelessgardenproject.org](mailto:evanj@homelessgardenproject.org).

# GoodTimes

## Fresh Vision for Santa Cruz County Libraries

County's new top librarian, Yolande Wilburn, is thrilled about possibilities for local libraries  
By [Drew Penner](#) April 29, 2022



Yolande Wilburn says it's important to stay on top of changes in the way people interact with libraries. PHOTO: Drew Penner

When the Boulder Creek library reopens on May 7, it will feature a completely revamped children's area, community room updates and a new teen section. The stained-glass window will remain a showpiece, and there will be an art gallery as well as a pleasant reading space by a fireplace.

Investing in the physical is an important part of strengthening the world of literacy in the county, according to Santa Cruz Public Libraries head librarian Yolande Wilburn.

Because, as far as she's concerned, the book-lending and digital materials institution she oversees may have limited resources, but can wield outsized influence.

"As the library, we provide information resources and educational services to the community," says Wilburn, who is new in her role as of January. "But we're also connectors." That's why she's pushing for a policy update at the next Joint Powers Authority Board meeting, May 5, that would open robust new facilities being built with Measure S money to community groups. She's hoping it will pave the way for initiatives similar to ones she's championed in California—and further afield.

Organizations could use rooms to teach evening classes. Nonprofits could have a rendezvous point to set residents up with services.

"There's no reason for us to reinvent the wheel," she says. "I'm really looking forward to inviting our partners into our space."

Wilburn started her professional bibliophile journey through the page program at the Chicago Public Library.

That's where she started the Innovation Lab, which established a "maker space" within the urban library.

To this day CPL still runs introductory workshops and an "open shop" so people can flesh out their ideas on their own or for patrons to embark on collaborative endeavors.

The Innovation Lab tapped into the expertise of outside groups to facilitate technical programming, she explained.

"We're not the experts in how to use a laser cutter," she says, adding the library can be a point of contact with other educational pathways. "We'll connect you up with a college that's nearby."

She took a job as a supervising librarian at the Higher Colleges of Technology, in Dubai, where she worked for about a year.

Although the country doesn't have the same tradition of institutional libraries, the region has been going through somewhat of a new Islamic Golden Age.

For example, while she was there, the Emirate of Sharjah was in the process of providing millions of books to families through a home library project.

"Literacy rates there are really low," she says. "The sheiks realize that there's a need to educate people if you want successful communities long-term."

Upon returning stateside, Wilburn took a job in the heart of South L.A., at the A.C. Bilbrew Library, between Watts and Gardena.

The facility houses the African American Resource Center, established in 1978, and serves as a fountain of knowledge about Black history in the country.

While there, the low-rise minimal modernist structure underwent an upgrade, which she says was sorely needed.

Soon she moved almost straight west to the brand-new Manhattan Beach library. Like Santa Cruz, it's sited on the cusp of the Pacific, in a community famously visited by Duke Kahanamoku during surfing's nascent age.

The second floor of the glass building offers a direct view of orange sunsets over inky blue waves.

“I got to christen it,” she says. “That’s a beautiful library.”

While administering the Nevada County Community Library system, she met current Scotts Valley City Manager Mali LaGoe. Wilburn was convinced of the need to fix up the Truckee branch, as well as other libraries in the vicinity.

The two got the ball rolling on a process to establish a multi-municipality effort toward improvements.

“I really pushed to renovate and remodel our libraries,” she says. “I worked closely with Mali as we explored the ‘joint powers’ possibility.”

She headed back down to SoCal for a two-year stint in Torrance as the city’s top librarian.

There she was in charge of six branches, a \$7 million budget and a circulation of 658,246.

Wilburn says she’s excited to be at the helm of Santa Cruz Libraries, with Measure S renovations chugging full steam ahead—albeit with some supply-side hiccups.

“The people of Santa Cruz County are really committed to building and refurbishing their libraries,” she says. “I’m really thrilled to be here.”

She says it’s important to be conscious of changes in the way people interact with libraries.

“People use the space differently,” she says. “We want to be able to provide some quiet spaces, but we have to be aware that people learn in different ways.”

The Scotts Valley Branch, a former roller rink, is currently under construction. It was supposed to be finished around February, but delivery delays—for things like acoustic dampeners and exterior materials—have pushed back the timeline.

“We’re hoping that we can get occupancy in mid-to-late-May,” Wilburn says, adding there will probably be contractors adding finishing touches until June. “Then, we will be able to move into the building and put materials on the shelves.”





## **County’s Top Librarian Thrilled About Possibilities for Local Libraries**

By: [DREW PENNER](#) April 29, 2022

When the Boulder Creek library reopens May 7, it will feature a completely revamped children’s area, community room updates and a new teen section. The stained-glass window will remain a showpiece, and there will be an art gallery as well as a pleasant reading space by a fireplace.

Investing in the physical is an important part of strengthening the world of literacy in the county, according to Santa Cruz Public Libraries head librarian Yolande Wilburn.

Because, as far as she’s concerned, the book-lending and digital materials institution she oversees may have limited resources, but can wield outsized influence.

“As the library, we provide information resources and educational services to the community,” said Wilburn, who is new in her role as of January. “But we’re also connectors.” That’s why she’s pushing for a policy update at the next Joint Powers Authority Board meeting, May 5, that would open robust new facilities being built with Measure S money to

community groups. She's hoping it will pave the way for initiatives similar to ones she's championed in California—and further afield.

Organizations could use rooms to teach evening classes. Nonprofits could have a rendezvous point to set residents up with services.

"There's no reason for us to reinvent the wheel," she said. "I'm really looking forward to inviting our partners into our space."

Wilburn started her professional bibliophile journey through the page program at the Chicago Public Library.

That's where she started the Innovation Lab, which established a "maker space" within the urban library.

To this day CPL still runs introductory workshops and an "open shop" so people can flesh out their ideas on their own or for patrons to embark on collaborative endeavors.

The Innovation Lab tapped into the expertise of outside groups to facilitate technical programming, she explained.

"We're not the experts in how to use a laser cutter," she said, adding the library can be a point of contact with other educational pathways. "We'll connect you up with a college that's nearby."

She took a job as a supervising librarian at the Higher Colleges of Technology, in Dubai, where she worked for about a year.

Although the country doesn't have the same tradition of institutional libraries, the region has been going through somewhat of a new Islamic Golden Age.

For example, while she was there, the Emirate of Sharjah was in the process of providing millions of books to families through a home library project.

"Literacy rates there are really low," she said. "The sheiks realize that there's a need to educate people if you want successful communities long-term."

Upon returning stateside, Wilburn took a job in the heart of South LA, at the A.C. Bilbrew Library, between Watts and Gardena.

The facility houses the African American Resource Center, established in 1978, and serves as a fountain of knowledge about Black history in the country.

While there, the low-rise minimal modernist structure underwent an upgrade, which she says was sorely needed.

Soon she moved almost straight west to the brand-new Manhattan Beach library. Like Santa Cruz, it's sited on the cusp of the Pacific, in a community famously visited by Duke Kahanamoku during surfing's nascent age.

The second floor of the glass building offers a direct view of orange sunsets over inky blue waves.

"I got to christen it," she said. "That's a beautiful library."

While administering the Nevada County Community Library system, she met current Scotts Valley City Manager Mali LaGoe. Wilburn was convinced of the need to fix up the Truckee branch, as well as other libraries in the vicinity.

The two got the ball rolling on a process to establish a multi-municipality effort towards improvements.

“I really pushed to renovate and remodel our libraries,” she said. “I worked closely with Mali as we explored the ‘joint powers’ possibility.”

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## **Lookout Update: Santa Cruz will provide more design details on the new downtown library**

<https://lookout.co/santacruz/civic-life/story/2022-04-21/santa-cruz-new-downtown-library-design> BY GRACE STETSON APR 21, 2022 | 6:04 AM

On Thursday, the city will present its most recent design updates to plans for the new downtown library, one part of the downtown library mixed-use project. Groundbreaking for the development is expected for the latter part of 2023.

Santa Cruz bookworms will soon be able to envision their future reading perches, with the city set to present more details about the forthcoming new downtown library to the public. Thursday from 5:30-6:30 p.m., Santa Cruz city officials will host a virtual community meeting for locals to learn more about the schematic design of the new downtown library and the overall site plans for the mixed-use project. The event — led by the Jayson Architecture firm and city staff — will give community members the chance to see behind the upcoming construction zone, and speak on the design and aesthetics of the new design.

Funded by voter-approved Measure S from the 2016 ballot, the new modern library portion will replace the existing downtown library on Church and Center streets. The new location

will be on the city-owned surface parking lot (Lot 4) bounded by Cathcart, Cedar and Lincoln streets.

The existing library will remain open as the project progresses, with groundbreaking scheduled for the latter part of 2023 and completion by 2025.

The project was most recently updated with the following elements:

A modern library with additional community program and study rooms.

A child care facility.

124 units of 100% affordable and subsidized housing, including studios, one-bedroom, two-bedroom and three-bedroom apartments.

310 parking spaces.

The entire project is estimated to cost \$104 million, with the library-specific portion making up between \$30 million and \$33 million of that as of December.

City spokesperson Elizabeth Smith told Lookout on Wednesday that a little over 100 residents had signed up for the virtual event, and many have expressed excitement over the updates.

“This will really show the benefit of getting outside the box of what renovation would require, to really rethink and reimagine what a 21st-century library looks like in this county,” she said.

In December, the city held three community workshops with the master architect team to hear more of the community’s needs for the project, and incorporated more of those elements into the most updated plans. Smith says that, with 124 units, this project will also be the largest affordable housing project ever initiated in the city of Santa Cruz.

Santa Cruz Public Libraries Communications Manager Diane Cowen said staff is still determining if there will be enough space in the newly proposed library for its entire team, including collection management services and the IT department. Yet she said she and the team are excited to see the new community spaces included in the library plans.

“Having these different types of spaces for different activities — study rooms, meeting rooms, flexible spaces — is hugely important for the community to gather,” she said. “I personally am so excited to see the rooftop area ... that’s really going to offer an opportunity for folks to gather and explore, bringing that nature inside the library.”

While the project has had its detractors, Smith encourages residents to check in with the city directly.

“It’s really important for people to evaluate the project based on the facts, and not from conjecture from others,” she said. “This really is an unparalleled opportunity for the community.”

## **Morning Lookout: Challenge to downtown library project**

**A new challenge to Santa Cruz’s downtown mixed-use library building** BY [WILL MCCA HILL](https://lookout.co/santacruz/news/newsletter/2022-05-09/downtown-library-project-challenge-john-hall-qa-ferrells-donuts-morning-lookout-osmosys-app-workaround)  
[HTTPS://LOOKOUT.CO/SANTACRUZ/NEWS/NEWSLETTER/2022-05-09/DOWNTOWN-LIBRARY-PROJECT-CHALLENGE-JOHN-HALL-QA-FERRELLS-DONUTS-MORNING-LOOKOUT-OSMOSYS-APP-WORKAROUND](https://lookout.co/santacruz/news/newsletter/2022-05-09/downtown-library-project-challenge-john-hall-qa-ferrells-donuts-morning-lookout-osmosys-app-workaround)

Good morning, Lookout friends! Today is Monday, May 9, and the forecast calls for a mostly sunny day around Santa Cruz County, with highs in the upper 50s and low 60s.

Downtown Santa Cruz is the focus this morning, the mixed-use library project in particular. The long-planned development has been on track to start construction as soon as next

summer, but now [a challenge to the plan could go before city voters](#) in November, Grace Stetson reports. Grace also has [a Q&A with John Hall](#), one of the leaders of the Our Downtown, Our Future group that's behind the would-be ballot measure.



(Via City of Santa Cruz)

The downtown mixed-use library project has been in motion for development since 2016, with construction of the new library planned to begin as early as next summer. Opponents — forming the group Our Downtown, Our Future — now aim to put a ballot measure before city voters this fall to block it. Lookout tackles the questions voters will likely consider. [Grace Stetson has an overview.](#)

### **John Hall on downtown library initiative: ‘We are not about blocking things’**

A new challenge to Santa Cruz’s downtown mixed-use library building





One of the latest renderings of the downtown mixed-use library project, provided by the City of Santa Cruz and Jayson Architects.

(Via City of Santa Cruz)

BY [GRACE STETSON](#)

The downtown mixed-use library project has been in motion for development since 2016, with construction of the new library planned to begin as early as next summer. Opponents — forming the group Our Downtown, Our Future — now aim to put a ballot measure before city voters this fall to block it. Lookout tackles the questions voters will likely consider.

After nearly six years of planning, it looked as though Santa Cruz’s future downtown library replacement had almost passed its final hurdle after some controversy and could begin construction as early as summer 2023. Now, though, the project faces a new obstacle — a citizen initiative that will likely be on the November ballot for city voters.

Last Tuesday, the group Our Downtown, Our Future (ODOF) submitted 5,051 signatures for its ballot proposal, seeking to block the planned construction of the new library on the downtown block bordered by Cathcart, Lincoln and Cedar streets. County clerk Tricia Webber is now in the process of certifying the validity of those signatures. To qualify for the November ballot, ODOF needs at least 3,848 valid signatures; Webber has 30 working days to verify the signatures.

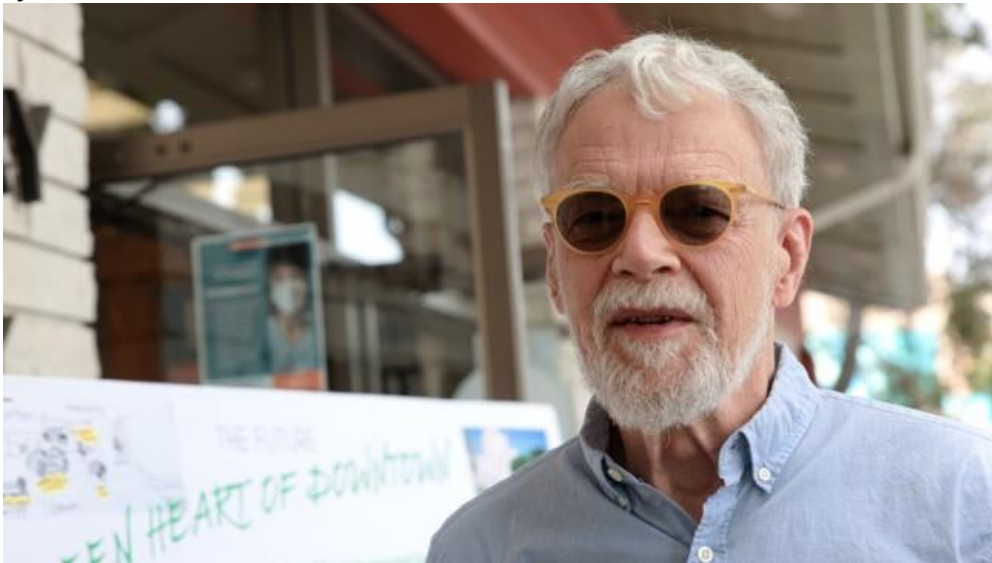
The measure asks voters to stop the building of a new, mixed-use library project, [as planned](#). If passed, the initiative would reverse the long-planned project and require the city to renovate the downtown branch library in its present location on Church Street. The measure would also reallocate 2016 Measure S bond money (\$67 million approved in a countywide vote, with \$25.5 million toward the downtown library) to renovations in the library’s current location, rather than building the new library envisioned in that Measure S subsequent planning.

The current plan for the mixed-use library project would be built on Lot 4, bordered by Cathcart, Cedar and Lincoln streets, and would include:

- 124 units of 100% affordable housing.
- 310 parking spaces.
- A new library with 40,000 square feet of space (including a 5,000-square-foot roof deck).
- A child care facility.

City-owned Lot 4 currently serves as a surface parking lot and is used weekly on Wednesdays for the downtown farmers market.

ODOF group co-chair John Hall told Lookout that [the group's mission](#) primarily gives voters the chance to decide on how the Measure S bonds are used downtown: "It was only after Measure S passed that the mixed-use project was proposed, which people call a bait and switch." Lookout talked more with Hall about the group's opposition; [find the Q&A here](#). "We believe that we have a better way to accomplish the same goals," said Hall. "We believe that Lot 4 is a better place for the farmers market and a community commons; we can renovate the library and provide space for a future annex, and can build affordable housing elsewhere. We are not about blocking things, but providing a better future for our community."



#### [John Hall on downtown library initiative: 'We are not about blocking things'](#)

The current plan for the new library and mixed-use development has gained widespread support as it has seen [numerous plans](#) and reviews over the past six years. Elected city leaders and administrators who support the construction point to extensive multiyear work with planners and developers to survey the best way to use the Measure S funds downtown. That project creates a mixed-use structure with multiple community functions, and is part of a larger plan as the city aims to meet the multiple challenges of housing need and affordability and parking.

As ODOF filed its signatures last week, Martín Gómez, vice president of the Friends of Santa Cruz Public Libraries, announced the launch of Santa Cruz for Real Solutions, a committee formed to speak out against what it considers misleading ODOF plans.

“I’m very disappointed that folks did a hit-and-run to try and kill the project,” he said. “The messages they’ve been sending are a problem in search of a solution ... they’ve been looking to see what sticks up on the wall with a volley of misleading statements.”

Zach Davis, former member of the Downtown Commission, downtown business owner and vendor at the farmers market, said the ODOF messaging is, in short, confusing.

“Their position continues to shift and depends on the questions being asked, minute to minute,” he said. “There’s a stated desire and, I think this sort of implied or implicit threat, that we will lose the downtown farmers market without this ballot initiative ... it continues to be misrepresented.”

As proponents and opponents of the project await the measure’s confirmation for the November ballot, Lookout begins to address some of the larger questions about the project.



Martín Gómez and Zach Davis (right) at Lot 4 in downtown Santa Cruz.

(Kevin Painchaud / Lookout Santa Cruz)

How long has the library building process been?

County voters originally approved Measure S in June 2016 by a 70% vote, with \$67 million for modernizing, upgrading and repairing local libraries. In December 2016, the Santa Cruz City Council directed city staff to determine a best path forward for the downtown library, including developing a new permanent site for the farmers market and parking in a potential project. The measure has already funded renovation and new library construction throughout the county, including [one](#) in Capitola.

In the time since, the project has added affordable housing units, reduced its planned parking spaces, and moved the location of the library from the ground floor to above the parking

garage. Over the past few years, it's been approved by a 12-month council subcommittee process, the Downtown Library Advisory Committee and the Santa Cruz City Council. The city's economic development department most recently presented updates to the city council on April 21, with the project currently including the 124 units of 100% affordable housing, 310 parking spaces, new library with 40,000 square feet of space (including a 5,000-square-foot roof deck) and a child care facility.

What is ODOF proposing with its ballot measure? What has the group estimated in terms of timeline or costs?

The group proposes three main items in its measure:

1. Renovate the downtown library in its current location on Church Street with the Measure S funds (amounting to \$25.5 million).
2. Build affordable housing on Lot 7 (on Front and Cathcart streets) instead of the proposed Lot 4 (bordered by Cathcart, Cedar and Lincoln streets).
3. Create permanent infrastructure and a city commons on Lot 4 for a permanent home for the downtown farmers market.

The group, launched in September 2021, is the latest iteration of opponents to siting the library on Lot 4. Some of its leaders — Hall and Rick Longinotti — are also active leaders of another local group, [the Campaign for Sustainable Transportation](#). A third group, called [Don't Bury the Library](#), also issued concerns about the mixed-used project, which in a 2019 proposal would have built the new library under the floors of parking. That proposal was later dropped.

[In discussing its plan proposal](#), ODOF co-chair Hall couldn't provide a funding estimate or timeline for its proposal.

Hall said the city could appropriate capital improvements funds for a permanent farmers market infrastructure on Lot 4, and reappropriate efforts to fund affordable housing on Lot 4 toward Lot 7. But Hall also acknowledged that ODOF is not a planning agency: "We would love to roll up our sleeves and work on this ... I would love to see the city proceed with the development of affordable housing on Lot 7 right now."

He further said there was no timeline to the group's proposed plans: "We're not a city government agency, we are a campaign organization. ... We have great confidence that city staff, once given that direction, can proceed."



An updated rendering of the downtown mixed-use library project.

(Via City of Santa Cruz)

Who are the major players and committees on each side of the issue?

By ODOF's estimate, 60-70 volunteers worked to gather signatures over the past five months.

The project in its current form was approved by the Santa Cruz City Council unanimously earlier this year. In addition, the nongovernmental groups favoring the project include:

- Carpenters Union Local 505
- Downtown Association
- Downtown Library Advisory Committee
- Friends of the Santa Cruz Public Libraries
- Library Advisory Committee
- Santa Cruz Community Health Centers
- Santa Cruz County Chamber of Commerce
- Santa Cruz County Business Council
- Santa Cruz Genealogical Society

Longtime Santa Cruz political voices in support of the project include former mayors Don Lane and Cynthia Mathews. City Councilmember Justin Cummings, who originally opposed the proposal, [recently wrote of his support](#) for the project, noting an increase in affordable

housing and a decrease in parking. Yet, he also noted that if the item goes to the ballot, it will be a community decision.

“This is not a perfect scenario, and I don’t think that this project meets the needs of all community members, but it includes community benefits that everyone cares about,” Cummings said.

How has the city addressed community concerns since the project’s inception?

ODOF claims the city hasn’t sufficiently planned for the mixed-use library project, with Hall saying the project doesn’t align with Measure S: “I don’t know whether the city staff has listened enough to the public or to city council for that matter.”

A number of people who have worked through the project vehemently disagree — and, in fact, point to specific project changes that stemmed from community feedback. For example, the original project intended to create only a new library and parking structure with 600 parking spaces. Affordable housing was added later, and those units increased as the city decreased parking from 600 spaces to the current 310.

Bonnie Lipscomb, the city’s director of economic development, told Lookout the plans have differed dramatically from what was originally proposed, due in large part to feedback in recent years from people like Hall and Longinotti.

“I would even say that some of their concerns really helped us sort out those decisions internally, to actually reduce the overall number of parking spaces,” she said. “They may still not be happy with the current direction that we’re moving forward with the project, but I will say that their voices have been heard.”

Further, by building a mixed-use project, Lipscomb said the various costs could be shared among each project piece, including site prep, surveying and permitting. The city is also waiting to hear about a potential \$10 million grant from the state library system that would be project-specific — something that would be lost if the project didn’t move forward due to ODOF’s measure.

“I think, for some of them, the project not going forward is their ultimate outcome,” she said. How is the farmers market involved, if at all?

ODOF claims in its messaging that it wants to “save” the farmers market in its current location — but the farmers market hasn’t expressed a strong desire to stay on Lot 4.

[In September](#), downtown farmers market executive director Nesh Dhillon told Lookout:

“There are people out there advocating for the market to be somewhere, but that’s them, they’re not us. We as an organization will figure out where we need to end up.”

Dhillon was unavailable for an updated comment.

According to Lipscomb, the market board and the city have been in direct communication since late summer 2017, and continue to discuss the best locations for the market. Two options: [Lot 7](#) and — perhaps later — the current site of the downtown library.

Currently, the city has \$1.2 million dedicated toward building permanent infrastructure for the farmers market, and should receive an additional \$500,000 in funding this year.

Why is this a city, and not a county, vote?

The measure is proposed for the city of Santa Cruz November ballot. That’s because it’s a city building initiative, even though funding is coming from countywide-approved Measure S.

“Because the ballot initiative focuses on numerous entities and locations in the city, it is a city initiative,” said city spokesperson Elizabeth Smith, noting the additional aspects of city parking spaces, affordable housing units and the downtown farmers market.

Additionally, Webber told Lookout, the group originally submitted its ballot measure proposal to change the city’s general plan, not the county plan.

John Hall on downtown library initiative: ‘We are not about blocking things’

As the Our Downtown, Our Future group waits for approval for a voter measure for November to challenge the current new downtown library proposal, one of its leaders explains its opposition.

Opponents of the downtown Santa Cruz mixed-use library project claim that the current construction plan is a “bait and switch.” The group, now named Our Downtown, Our Future (ODOF), collected signatures calling for a vote on replacing the current plan with its own, for the November ballot. If the city certifies that petition, the matter will be on the ballot.

Lookout explores the new move by the plan’s opposition, and its history, here.

John Hall

The current plan for the mixed-use library project would be built on Lot 4, bordered by Cathcart, Cedar and Lincoln streets, and would include:

124 units of 100% affordable housing.

310 parking spaces.

A new library with 40,000 square feet of space (including a 5,000-square-foot roof deck).

A child care facility.

The ODOF plan, as outlined in the proposed initiative, claims that more affordable housing can be built on a nearby surface lot, parking Lot 7, located on Front and Cathcart streets, than on Lot 4. Its plan also states this would help to keep Lot 4 as the location for the downtown farmers market, held weekly on Wednesdays. The group has also argued for less new parking accommodation downtown.

Lookout spoke with one of ODOF’s leaders, John Hall, about the group’s opposition and its thinking.

The following interview has been edited for clarity.

Lookout: What would you say to the claim that the initiative measure is just another means to block the progress of this mixed-use project, let alone block the progress on affordable housing development in the city’s downtown?

John Hall: I know people say that; I don’t understand why people say that. The measure is very clear in its purposes: preserve the farmers market where it is, renovate the library where it is, and have parking elsewhere.

We believe that we have a better way to accomplish the same goals. We believe that Lot 4 is a better place for the farmers market and a community commons, we can renovate the library and provide space for a future annex, and can build affordable housing elsewhere. We are not about blocking things, but providing a better future for our community.

Lookout: The planning on the library goes back to 2016, with affordable housing added to the project in 2018, and the process has included much elected official and citizen response and input over the years. What does this vote add?

Hall: The election will be full community engagement, so that would be an opportunity for voters to speak fully. People have participated in [lots of community engagement events], but I don't think the city staff has heard the message that people want to keep the library and renovate it where it is, that they want the farmers market where it is, and that they want affordable housing built elsewhere.

John Hall of Our Downtown, Our Future.

(Kevin Painchaud / Lookout Santa Cruz)

Lookout: You have said that a goal of your group is to keep the farmer market where it is, on the lot the library project is aimed for. But the farmers market leadership itself has told Lookout that it is not represented by the group, and that it is working directly with the city to find a space. What conversations have transpired between ODOF and the downtown farmers market regarding the goal to keep the market on Lot 4?

Hall: They have said they are not taking a position on where the farmers market is tied to — they're not tied to any given location. Frankly, there's a narrative that has gone out by opponents of the ODOF measure that say the market doesn't want the market there. The market has not taken a position.

[Previously, downtown farmers market executive director Nesh Dhillon told Lookout that ODOF does not represent the market or its interests, and that the market is working with the city to find a permanent solution. Dhillon was not available for an updated comment by deadline.]

We have not gone into detailed planning — at Lot 4, we think it's premature, that it should be a community engagement process. What is clear is that we can do this, and we need a vision that says we can have a downtown public space with the farmers market.

A new challenge to Santa Cruz's downtown mixed-use library building

Lookout: Your group originally stated it felt the project needed more affordable housing to be viable, and that it should instead focus on building housing on other city-owned parking lots, like Lot 7. Can you expand on that?

Hall: We are looking to the long run for a solution for the city of Santa Cruz. We want affordable housing, and we want to do it in the right way. We believe that the right way is to designate city-owned parking lots to have 100% affordable housing, built on the upper levels of those lots, preserving the farmers market.

We have worked with a University of San Francisco architect to create a demonstration project, showing the option for building more housing on Lot 7 [over Lot 4].

Lookout: Has your team worked with anyone from the city of Santa Cruz directly on those plans?

Hall: No, we're not involved in the planning process of the city; we're not a government office. We've had an architect and a studio put together a demonstration project, not an actual plan, which shows that even with four or five levels of housing, we can have more units than proposed for the mixed-use library project. That's the basis of our estimate.

[Lookout further asked Hall and other ODOF members to clarify who provided its plan. They cited a University of San Francisco professor, who assigned the task to students to create a demonstration project for Lot 7.]



Lookout: What is ODOF's plan for building affordable housing on Lot 7 (a surface parking lot on Front and Cathcart streets in downtown)?

Hall: Well, Lot 7 is smaller than Lot 4, but you can build more affordable housing, because you're not building a parking garage ... or, you can build affordable housing on the upper levels of a ground level left for parking. It could be five to eight stories.

Lookout: Your groups have opposed building new parking garages, saying people should use alternative ways of transport. How did you get down here [to downtown Santa Cruz] today?

Hall: I'm parked right now on the street, in a spot I can be in for eight hours — I've never had a problem with parking downtown.



(Kevin Painchaud / Lookout Santa Cruz)



Santa Cruz Chamber Of Commerce Opposes Downtown Initiative

They believe if 'Our Downtown Our Future' qualifies for the November 2022 ballot it would significantly delay the downtown library project.

[Sara Schaefer](#), Patch Staff

Posted Fri, Apr 22, 2022 at 10:43 am PT



The Chamber of Commerce recommends that registered voters in Santa Cruz should not sign the petition. If the initiative reaches the November ballot, the Chamber encourages Santa Cruz voters to vote No. (Courtney Teague/Patch)

[News release from the Santa Cruz County Chamber Of Commerce:](#)

SANTA CRUZ, CA — The Santa Cruz County Chamber of Commerce has followed the Downtown Library Mixed Use Project for the past six years since voters approved Measure S in 2016. Following the latest discussion and the introduction of a signature gathering petition drive to place an initiative on the November 2022 ballot entitled "Our Downtown Our Future," the Chamber announced today its opposition to the initiative. It appears that the initiative organizers will submit the necessary signatures to the Santa Cruz City Clerk in early May. If the initiative qualifies for the November 2022 ballot it would significantly delay the downtown library project. In essence, the initiative would eliminate the ability for the City to build the library on Lot 4 at the corners of Cedar and Lincoln and Cathcart in downtown Santa Cruz. Let's take a broader look at this issue: In June 2016 voters approved a \$67 million bond to modernize, upgrade and repair local libraries in Aptos, Boulder Creek, Capitola, Felton, La Selva Beach, Live Oak, Scotts Valley and the three branches in the City of Santa Cruz. The architectural design of the Downtown Library that is in process calls for a 35,000-square-foot library, 5,000-square-foot outdoor rooftop patio, and a childcare center; the library

would be the hub to serve the entire county library system. The conceptual design community meeting is set for this Thursday, April 21.

Citing the City of Santa Cruz staff reports dating back several years, the work of the Downtown Library Advisory Committee and the votes by two City Councils, all determined that the best path forward for the Downtown Library was through a cost-effective mixed-use project. If this initiative were to pass on a November 2022 ballot, the City would lose a Downtown Library Mixed-Use project that has been approved twice by the Council and could lose millions of dollars in affordable housing grant funding and tax credits linked to the 125-unit affordable housing project. Furthermore, the proposed initiative touts that they will create more affordable housing and re-direct funds to an affordable housing fund, statements that are not factual.

Find out what's happening in Santa Cruz with free, real-time updates from Patch.

Let's go!

The real target of the initiative is the parking portion of the project that does not add a single new parking space to downtown – it simply replaces some but not all the spaces in lots that will be closing. This replacement parking would provide some parking for four affordable housing projects with 355 units, all close to construction stage. The projects will not have parking lots, allowed by city incentives to reduce vehicle use. This significantly reduces the cost of building and increases the chances of acquiring funding.

One fact initiative proponents ignore is that some of the lots the initiative would give preference for housing are too small for viable affordable housing projects. It typically takes five to eight years to authorize and approve a housing project, not including construction time, to turn an idea into a project.

The Downtown Mixed-Use Library Project is in the last year of that planning process. Let's not throw away this opportunity toward an idea that exists only in the minds of people who have no expertise in creating affordable housing and a modern library.

The Chamber of Commerce envisions a vibrant downtown that includes a centrally located architecturally delightful mixed-use library structure. It will complement other downtown projects like the new Metro station, a new health and dental clinic, a Warriors facility, and a permanent farmers market designed with practical community needs in mind rather than one confined by an initiative.

The Chamber of Commerce recommends that registered voters in Santa Cruz should not sign the petition. If you signed the petition, you can call the City Clerk's office at (831) 420-5030 to remove your name. If the initiative reaches the November ballot, the Chamber encourages Santa Cruz voters to vote No.

The logo for Santa Cruz Local is displayed on a yellow rectangular background. The text "SANTA CRUZ LOCAL" is written in a bold, black, sans-serif font. Below it, the phrase "sound local news" is written in a smaller, lowercase, black, sans-serif font.

**SANTA CRUZ LOCAL**  
sound local news

**Downtown Santa Cruz library plans updated**

By Jesse Kathan|May 11, 2022



*A rendering released Tuesday shows the mezzanine and views of the planned Downtown Santa Cruz Library. (Rendering: Jayson Architecture)*

**SANTA CRUZ >>** The Santa Cruz City Council on Tuesday night received new floor plans and cost estimates for the proposed library at Cedar and Cathcart streets in Downtown Santa Cruz.

**Plans and costs clarified for new Downtown Santa Cruz library**

The library project includes 100 to 125 affordable housing units and a garage. Updated plans have expanded the library from 35,000 to 38,000 square feet, said Santa Cruz Economic Development Director Bonnie Lipscomb. The plans include:

- A living roof planted with native grasses.
- Rooftop solar panels that will generate as much energy as the building uses.
- A children’s section and daycare.
- A roof deck for library patrons and events.



2ND FLOOR VIEW

SANTA CRUZ DOWNTOWN LIBRARY | JAYSON + ARCHITECTURE + SANTA CRUZ PUBLIC LIBRARY + SANTA CRUZ



**LOBBY VIEW**

SANTA CRUZ DOWNTOWN LIBRARY | JAYSON + SC SANTA CRUZ PUBLIC LIBRARIES + SANTA CRUZ ARCHITECTURE



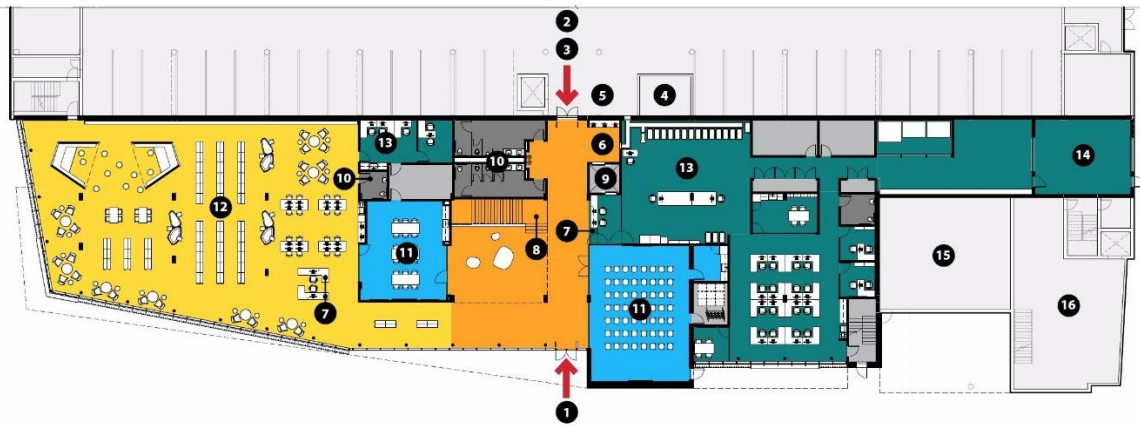
**CHILDREN'S VIEW**

SANTA CRUZ DOWNTOWN LIBRARY | JAYSON + SC SANTA CRUZ PUBLIC LIBRARIES + SANTA CRUZ ARCHITECTURE

*New renderings show the planned Downtown Santa Cruz Library at Cedar and Cathcart streets. (Jayson Architecture)*

The library's price tag has also increased, from an estimated \$33 million in December 2021 to \$42 million. The new estimate reflects the additional space, but also includes costs like furniture and furnishings that were not included in the earlier number. The price estimate does not include the attached affordable housing project or parking garage.

The building is being funded in part by the Measure S parcel tax approved by voters in 2016. City leaders also anticipate \$10 million from a state fund for California libraries. The city's cost estimate is about \$2.5 million higher than the funding it expects to secure, Lipscomb said. That gap may be filled by state and federal grants for low-income housing and energy efficient buildings as the project moves closer to construction, Lipscomb said. The project's site is City Parking Lot 4 that is used by the Santa Cruz Farmers Market on Wednesdays.



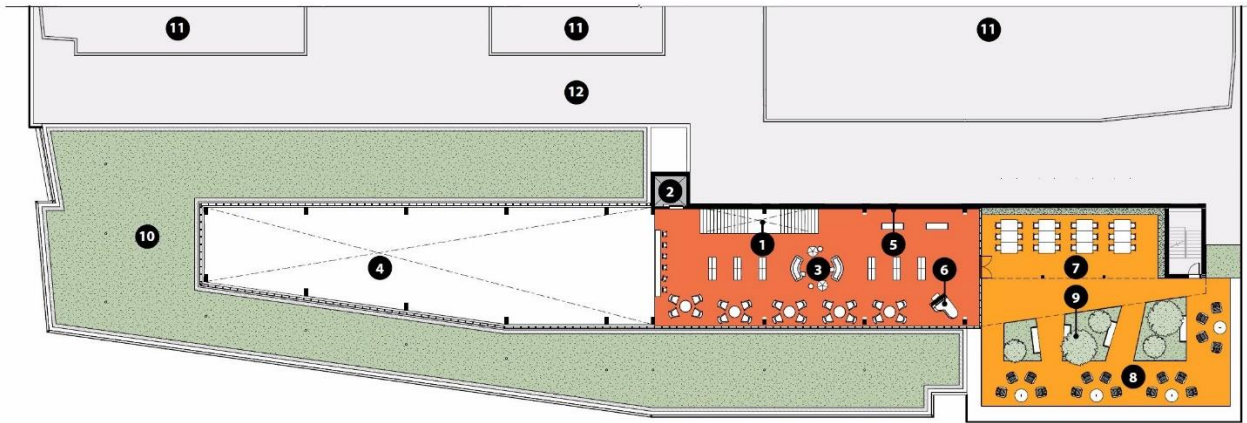
- |                         |                           |                          |                 |                   |                     |
|-------------------------|---------------------------|--------------------------|-----------------|-------------------|---------------------|
| 1 CEDAR STREET ENTRY    | 5 AFTER HOURS BOOK DROP   | 9 ELEVATOR               | 13 STAFF        | CHILDREN'S/TEEN'S | ADULT'S             |
| 2 PUBLIC PARKING GARAGE | 6 BOOK RETURN/ SELF CHECK | 10 RESTROOMS             | 14 LOADING DOCK | STAFF             | SUPPORT             |
| 3 PARKING GARAGE ENTRY  | 7 INFO DESKS              | 11 MEETING ROOM          | 15 DAYCARE      | PUBLIC/ LOBBY     | MEETING             |
| 4 SECURE BIKE PARKING   | 8 MAIN STAIR              | 12 CHILDREN'S COLLECTION | 16 COMMERCIAL   | RESTROOM          | PARKING/ COMMERCIAL |

FIRST FLOOR

SANTA CRUZ DOWNTOWN LIBRARY  
MIXED USE PROJECT

JAYSON +  
ARCHITECTURE



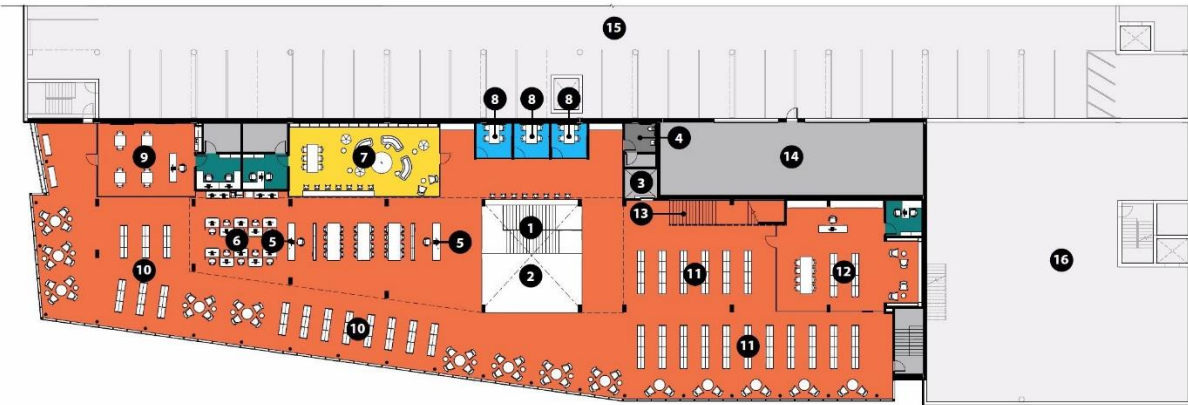


- |                         |                 |                       |                          |                      |                       |
|-------------------------|-----------------|-----------------------|--------------------------|----------------------|-----------------------|
| 1 STAIR TO SECOND FLOOR | 4 OPEN TO BELOW | 7 SHADED LIBRARY DECK | 10 GREEN ROOF            | ● CHILDREN'S/ TEEN'S | ● ADULT'S             |
| 2 ELEVATOR              | 5 ART GALLERY   | 8 SUNNY LIBRARY DECK  | 11 RESIDENTIAL           | ● STAFF              | ● SUPPORT             |
| 3 MEZZANINE             | 6 PIANO         | 9 TREES               | 12 RESIDENTIAL ROOF DECK | ● PUBLIC/ LOBBY      | ● MEETING             |
|                         |                 |                       |                          | ● RESTROOM           | ○ PARKING/ COMMERCIAL |

## ROOF DECK / MEZZANINE

SANTA CRUZ DOWNTOWN LIBRARY  
MIXED USE PROJECT

JAYSON +  
ARCHITECTURE



- |                 |                        |                              |                       |                      |                       |
|-----------------|------------------------|------------------------------|-----------------------|----------------------|-----------------------|
| 1 MAIN STAIR    | 5 INFO DESKS           | 9 LIFE LITERACIES            | 13 STAIR TO MEZZANINE | ● CHILDREN'S/ TEEN'S | ● ADULT'S             |
| 2 OPEN TO BELOW | 6 COMPUTER/ TECHNOLOGY | 10 FICTION                   | 14 MECHANICAL         | ● STAFF              | ● SUPPORT             |
| 3 ELEVATOR      | 7 TEEN                 | 11 NON-FICTION               | 15 PARKING            | ● PUBLIC/ LOBBY      | ● MEETING             |
| 4 RESTROOM      | 8 GROUP STUDY ROOMS    | 12 GENEALOGY / LOCAL HISTORY | 16 COMMERCIAL         | ● RESTROOM           | ○ PARKING/ COMMERCIAL |

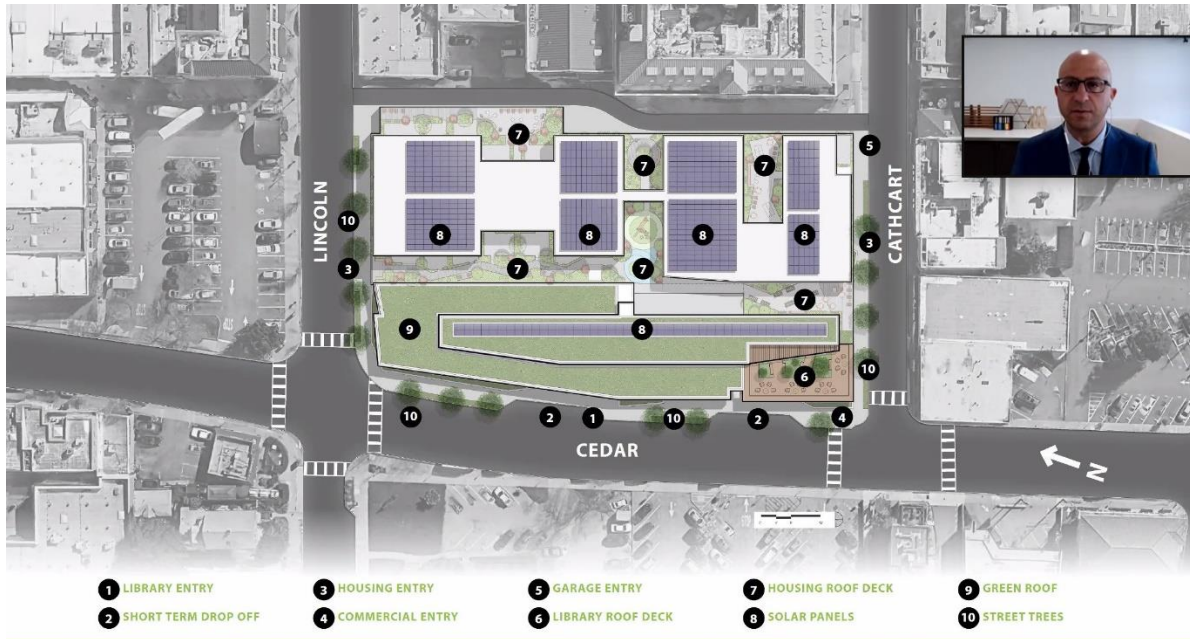
## SECOND FLOOR

SANTA CRUZ DOWNTOWN LIBRARY  
MIXED USE PROJECT

JAYSON +  
ARCHITECTURE

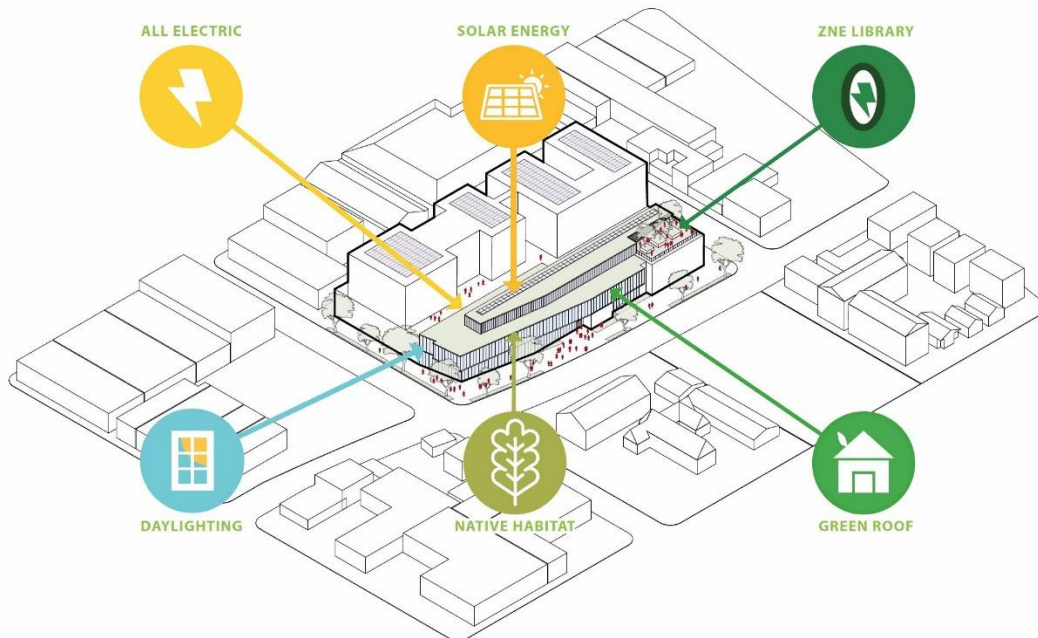






**SITE PLAN**

SANTA CRUZ DOWNTOWN LIBRARY | JAYSON + SC PUBLIC LIBRARIES + SANTA CRUZ  
 MIXED USE PROJECT | ARCHITECTURE



**SUSTAINABILITY GOALS**

SANTA CRUZ DOWNTOWN LIBRARY | JAYSON + SC PUBLIC LIBRARIES + SANTA CRUZ  
 MIXED USE PROJECT | ARCHITECTURE

Updated site plans were released Tuesday at the Santa Cruz City Council meeting. (Renderings by Jayson Architecture)

Though the council did not invite public comment on the presentation, a resident said earlier in Tuesday’s meeting that he hoped a ballot measure in November will halt the council’s work on the new library. “A public vote is coming and I believe it’s time for the council to take a pause on any further actions on lot 4,” said Stephen Svete, an urban planner.

The group Our Downtown Our Future is promoting a city ballot measure in November that would [halt the library, garage and housing project](#). The group instead wants to renovate the current library on Church Street. The group has said the farmers market should not be displaced. Farmers market leaders have said they are not opposed to a new location. Opponents of the planned library complex envision a public square where the city parking lot stands at Cathcart and Cedar streets.

## Reviews

### Yelp

### Google my Business

Felton received a 5 Star Rating with no review on April 27

Downtown received a 2 Star Review on April 27

Nice library, mostly helpful staff. Pretty good selection of books, etc. However, the condescending, almost hostile attitude of their manager, James, is enough to encourage me to avoid that branch. Sadly, I am not alone in this experience. Many of my downtown friends, who encountered him or witnessed the way he treated other staff, have agreed: this man needs to learn customer service and managerial skills. Please consider finding a more affable and welcoming manager.

Capitola received a 5 Star Rating with no review on May 5

Capitola received a 5 Star Rating with no review on May 7



## STAFF REPORT

AGENDA: May 16, 2022

DATE: May 9, 2022

TO: Library Advisory Commission

FROM: Stephanie Duck, General Counsel

SUBJECT: Resolution Re-authorizing the Library Advisory Commission to Utilize Remote Teleconference Meetings Pursuant to Assembly Bill 361.

### RECOMMENDATION

Adopt Resolution No. 2022-02 Authorizing Remote Teleconference Meetings pursuant to Assembly Bill 361.

### DISCUSSION

Pursuant to AB 361 and as codified at California Government Code section 54953, legislative bodies may use modified teleconferencing rules to conduct public meetings during a proclaimed State of Emergency under certain circumstances, including that state or local officials have imposed or recommended measures to promote social distancing.<sup>1</sup> The State of Emergency proclaimed by the Governor on March 4, 2020, due to the COVID-19 pandemic remains in effect today. In February 2022, the Santa Cruz County Health Officer, together with eleven other Bay Area health officers, issued a press release announcing alignment with the California Department of Public Health's indoor masking guidance, which requires that all individuals wear face coverings indoors in specified high-risk settings, and strongly recommends that all individuals continue to wear face coverings while in indoor public settings.<sup>2</sup>

The Library Advisory Commission adopted its initial AB 361 findings at its meeting of April 18, 2022. To continue teleconferenced meetings under AB 361, the law requires that the Library

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<sup>1</sup> Cal. Gov't Code § 54953(e)(1)(A)-(C).

<sup>2</sup> See *Press Release*, Twelve Bay Area Health Officers to Lift Most Indoor Mask Mandates on February 16 (Feb. 9, 2022), [https://www.santacruzhealth.org/Portals/7/pdfs/Coronavirus/02.09.22%20ABAHO%20Masking\\_FINAL.pdf](https://www.santacruzhealth.org/Portals/7/pdfs/Coronavirus/02.09.22%20ABAHO%20Masking_FINAL.pdf); See also CDPH, *Guidance for the Use of Face Coverings* (Updated February 28, 2022), <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx>.

Advisory Commission adopt findings within thirty (30) days after its initial teleconference, and every thirty (30) days thereafter, that it has reconsidered the circumstances of the State of Emergency, and either (i) the state of emergency continues to directly impact the ability of the members to meet safely in person; and/or (ii) state or local officials continue to impose or recommend measures to promote social distancing.<sup>3</sup>

Attachment:  
Resolution No. 2022-02

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<sup>3</sup> Cal. Gov't Code § 54953(e)(3).

**SANTA CRUZ LIBRARY ADVISORY COMMISSION'S  
FINDINGS PURSUANT TO ASSEMBLY BILL 361 AUTHORIZING TELECONFERENCE MEETINGS AS A  
RESULT OF THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY AND HEALTH  
OFFICER RECOMMENDATION FOR SOCIAL DISTANCING**

**WHEREAS**, the **Santa Cruz Library Advisory Commission (“LAC”)** is a legislative body under the Ralph M. Brown Act as defined under Cal. Gov. Code section 54952(b); and

**WHEREAS**, on September 16, 2021, Governor Newsom signed Assembly Bill 361 (“AB 361”), urgency legislation effective immediately, that amended Government Code section 54953 to permit legislative bodies subject to the Brown Act to continue to meet under modified teleconferencing rules provided that they comply with specific requirements set forth in the statute; and,

**WHEREAS**, pursuant to AB 361 and Cal. Gov. Code section 54953(e)(1)(A), a legislative body may meet under the modified teleconferencing rules during a proclaimed state of emergency, and where local officials have imposed or recommended measures to promote social distancing; and

**WHEREAS**, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic, and which remains in effect; and

**WHEREAS**, on September 30, 2021, Santa Cruz County Public Health Officer Dr. Gail Newel strongly recommended that legislative bodies in Santa Cruz County continue to engage in physical/social distancing by meeting via teleconference as allowed by AB 361 and confirmed that she will regularly review and reconsider this recommendation and notify the public when it is no longer recommended; and

**WHEREAS**, pursuant to AB 361 and Cal. Gov. Code section 54953(e)(3), within 30 days of the date the legislative body first holding a teleconferenced meeting under the modified rules, and every 30 days thereafter, a legislative body can continue to hold such teleconference meetings provided it has reconsidered the circumstances of the state of emergency and determined either that the state of emergency continues to directly impact the ability of the members to meet safely in person or that local officials continue to recommend measures to promote social distancing; and

**WEHERAS**, on April 4, 2018, the **LAC** held its initial teleconference meeting under AB 361; and

**WHEREAS**, the **LAC** has once again reconsidered the circumstances of the current state of emergency and finds that the COVID-19 pandemic continues to directly impact the ability of members of the public to participate safely in person and further finds that the Santa Cruz County Public Health Officer continues to recommend measures to promote social distancing, strongly recommends that all individuals wear face coverings in indoor public settings, and requires that all individuals wear face coverings in specified high-risk indoor public settings; and

**WHEREAS**, in the interest of public health and safety, and due to the emergency caused by the spread of COVID-19, the **LAC** deems it necessary for the legislative bodies of the **LAC** to continue utilizing the modified teleconferencing rules set forth in AB 361;

**NOW, THEREFORE**, the **Santa Cruz Library Advisory Commission (“LAC”)** makes the following findings by a majority vote:

**Section 1.** The foregoing recitals are true and correct, and adopted as findings of the **Santa Cruz Library Advisory Commission** and legislative bodies of the LAC.

**Section 2.** Effective immediately, and for the next 30 days, the **LAC** and its legislative bodies will meet via teleconference as authorized under AB 361 and Government Code section 54953(e)(3).

**Section 3.** No later than thirty (30) days from making today’s findings, or at the next scheduled meeting, the **LAC** will reconsider the circumstances of the COVID-19 state of emergency and, if necessary, adopt subsequent findings to continue holding teleconference meetings in accordance with Government Code section 54953(e)(3).

**PASSED AND ADOPTED** by the **Santa Cruz Library Advisory Commission** in Santa Cruz County, State of California, this 16<sup>th</sup> day of May, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Chair, Santa Cruz Library  
Advisory Commission

ATTEST: \_\_\_\_\_  
Commission Clerk

Approved as to Form:

\_\_\_\_\_  
General Counsel



## STAFF REPORT

DATE: May 16, 2022  
TO: Library Advisory Commission  
FROM: The Public  
RE: Written Communications to the Commission

### RECOMMENDATION

Accept Communications

### DISCUSSION

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#### Policy Review Schedule

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Judi Grunstra <judiriva@hotmail.com>  
To: "clerk@santacruzpl.org" <clerk@santacruzpl.org>

Thu, May 12, 2022 at 2:58 PM

Hello LAC: According to the Policy Review Schedule, the Code of Conduct was supposed to be reviewed by you at your May 2022 meeting. I do not see that on your May 16 agenda. When will that come before you for review?

Thank you.

Judi Grunstra

## Policy Review Schedule

**Yolande Wilburn** <wilburny@santacruzpl.org>

Fri, May 13, 2022 at 8:50 AM

To: Judi Grunstra <judiriva@hotmail.com>

Cc: Ivan Sumano-Vargas <sumanovargasi@santacruzpl.org>, clerk@santacruzpl.org

BCC: LAC Commissioners

Good morning Ms. Grunstra,

Thank you for your question. The Library staff is behind in reviewing policies. They are currently working on catching up and anticipate the Code of conduct review will take place on the July 18 agenda. We are working on getting caught up as quickly as possible while balancing the branches' programming, services, recruitment, and reopening.

Sincerely,

--

**Yolande Wilburn**

Director

Santa Cruz Public Libraries

Tel: 831.427.7700 x 7611

<http://www.santacruzpl.org>



**SANTA CRUZ  
PUBLIC LIBRARIES**





## STAFF REPORT

DATE: May 16, 2022  
TO: Library Advisory Commission  
FROM: Yolande Wilburn, Library Director  
RE: Commemorative Flag Policy

### RECOMMENDATION

Approve a Policy Regarding the Display of Commemorative Flags

### BACKGROUND

On May 5, 2022, the Library submitted a staff report recommending that the Library Joint Powers Authority Board approve Policy #109 Commemorative Flag Policy. The Board directed staff to revise the policy to have the Library Advisory Commission (LAC) make the approval for commemorative flags or base the decision on the local jurisdiction's policies. The two versions of the policy, 109A and 109B, are attached for discussion.

### DISCUSSION

Each attachment contains a proposed policy for consideration. The selected version will move to the LJPA for final review and approval.

Policy 109A places the approval process for displaying commemorative flags in the hands of the Library Advisory Commission. It allows for consistency in the display of commemorative flags. It will enable the Library to make its own cultural or political statements independent of the library jurisdiction location.

Policy 109B makes the display of commemorative flags consistent with the library jurisdiction location. 109B allows for a diversity of approaches throughout the County and keeps the decision-making consistent with the facility's jurisdictional Council or Board. The jurisdictional approach could result in inconsistency among Santa Cruz Public Library branches and reduce the ability of the Library to make cultural or political statements of values.

### FISCAL IMPACT

There is no fiscal impact associated with this item.

### ATTACHMENTS

1. 109A Commemorative flag Policy
2. 109B Commemorative flag Policy



## Commemorative Flag Policy

JPAB Policy # 109A  
Approved: June XXXX  
Five-year Review Schedule: June 2027

### **PURPOSE:**

This Policy shall guide the outdoor display of commemorative flags at the branch locations for the Santa Cruz Public Libraries.

In adopting this policy, the Library Joint Powers Board declares that Santa Cruz Public Libraries' flagpoles are not intended to serve as a forum for free expression of the public, but rather for the display of Federal, State and City flags, and any commemorative flags authorized by the Library Advisory Commission (LAC).

### **GUIDANCE:**

#### **Commemorative Flags**

1. For purposes of this Policy, the term "commemorative flag" shall mean any flag that identifies with a specific date, historical event, cause, nation or group of people, whereby the Library honors or commemorates the date, event, cause, nation or people by displaying the flag.
2. The Library's Flagpoles are not a forum for free expression for or by the public.
3. The Library shall display commemorative flags only if approved by the LAC.
4. Commemorative flag displays are an expression of the Library's official sentiments and must be consistent with the Library's mission and Strategic Plan.
5. Commemorative flags shall be authorized for display for a period of time that is reasonable or customary for the ceremony or the subject to be commemorated, but no longer than 31 continuous days.
6. Commemorative flags will be flown in accordance with all applicable provisions of federal and state laws.



## **Commemorative Flag Policy**

JPAB Policy # 109B  
Approved: June XXXX  
Five-year Review Schedule: June 2027

### **PURPOSE:**

This Policy shall guide the outdoor display of commemorative flags at the branch locations for the Santa Cruz Public Libraries.

In adopting this policy, the Library Joint Powers Board declares that Santa Cruz Public Libraries' flagpoles are not intended to serve as a forum for free expression of the public, but rather for the display of Federal, State and City flags, and any commemorative flags by the LJPA.

### **GUIDANCE:**

#### **Commemorative Flags**

1. For purposes of this Policy, the term "commemorative flag" shall mean any flag that identifies with a specific date, historical event, cause, nation or group of people, whereby the Library honors or commemorates the date, event, cause, nation or people by displaying the flag.
2. The Library's Flagpoles are not a forum for free expression for or by the public.
3. The LJPA shall fly commemorative flags at each Branch Library pursuant to the policy or practice of the jurisdiction in which a Branch Library is located.
4. Commemorative flag displays are an expression of the Library's official sentiments and must be consistent with the Library's mission and Strategic Plan.
5. Commemorative flags will be flown in accordance with all applicable provisions of federal and state laws.



## STAFF REPORT

DATE: May 16, 2022  
TO: Library Advisory Commission  
FROM: Yolande Wilburn, Library Director  
RE: FY 22/23 Draft Operating Budget Proposal

### RECOMMENDATION

Endorse the Proposed 2022-2023 Library Joint Powers Authority (LJPA) Budget

### DISCUSSION

At the May LJPB meeting, the Library presented the Board with its budget assumptions:

- Aligning revenue with LFA estimates
- Projected increase in personnel costs of 2.9%
- Reclassifying 1.0 FTE LAII position into a LAIII
- Building capital outlay by \$50K per year until fully funded at \$400K
- Increases in operational costs due to branches re-opening of approximately \$60K or 6.5%
- Adding business property insurance to insure the library's collection
- Using available fund balance to meet operational needs

The Library also added another budget assumption after the Board met and that was to increase the training budget by 20%. This change along with the other assumptions are captured in the FY 23 Draft Budget attached.

Attachments: FY 22/23 Draft Library Budget

Report Prepared by: Kira Henifin, Principal Management Analyst

Reviewed and Forwarded by: Yolande Wilburn, Library Director

FY 2022-  
2023

# Santa Cruz Public Libraries Budget



# Santa Cruz Public Libraries

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June 2, 2022

Santa Cruz Public Libraries  
Joint Powers Authority Board  
117 Union Street  
Santa Cruz, CA 95060

Dear Board Members:

I am pleased to present the 2023 proposed budget for the Santa Cruz Public Libraries. The proposed budget reflects the results of the challenges faced over the last year and incorporates our priorities moving forward.

The global pandemic and library closures reduced staffing levels creating a deep need for additional staff and a heavy reliance on temporary staffing. As part of our reopening efforts, a review of the organizational structure and staffing models is underway. The study includes consideration of an increase in open hours. Over the next year, we will continue improving our operations, beginning with reviewing and updating our human resources processes through the lens of equity and inclusion to recruit, develop and retain excellent staff. Libraries play a significant role in building a strong community, and that begins with our team.

We are grateful for the commitment of the Library Team, which began developing a new Strategic Plan in 2022 based on the community's shared values. The priorities focus on safety, inclusion, and support, specifically, creating a library that feels safe and friendly for all, cultivating an inclusive organization, and aligning with community partners to strengthen support networks.

Measure S has provided us with an unprecedented opportunity to remodel and rebuild Libraries that are safe and meet the 21st Century standards. In the fiscal year 2022, the Boulder Creek and Garfield Park Libraries joined the Felton, La Selva Beach, and Capitola libraries in reopening. We look forward to openings at the Scotts Valley, Branciforte, and Live Oak libraries in late 2022, along with the new Live Oak Annex and Aptos Libraries in 2023.

The Downtown Santa Cruz Library is in desperate need of replacement. The Downtown Library Mixed-Use Project provides a dynamic opportunity to have library services, childcare, and affordable housing in one place. Libraries across the state and country have reached out to us for more information on the project. Santa Cruz is a forward-thinking community that incorporates a sustainable approach to resource sharing and resilience by acting now to meet future challenges. We anticipate the new Downtown Library will open in 2026.

In 2022 we contributed to our community's success by providing access to information, promoting social inclusion and equity, civic engagement, community involvement, and the community's economic vitality. We provided physical circulation of materials, learning kits, telescopes, and even State Park visitor passes at our open branches through our core services. Digital content, programming, and information services were provided in our facilities, outdoors, online, and through our telephone reference services. Our bookmobile took to the streets

delivering outreach services and materials across the County while our librarians continued working with the incarcerated and at juvenile hall.

The Santa Cruz County Office of Education named Our Youth Librarian Team Partner of the Year. Our Librarians brought in over \$77,000 in grant programs, including Lunch @the Library, which provides free healthy meals for youths over the summer, and fun interactive programming. Adult services Librarians successfully opened the Life Literacies Center to assist with job search and housing resources. And we could never forget the phenomenal work of our Friends of the Library in raising over \$1 million of support for renovating and rebuilding our libraries.

We intend to grow the successful outreach partnerships established over the last year and expand them in 2023 as part of our strategic initiatives. Goals include:

- Aligning the work of the library with the work of the schools.
- Incorporating the Aptos History Museum collection into the Aptos Library.
- Providing broader community access through pop-up programming in parks and around town.

The Proposed Budget represents a 10.9% percent increase in spending from the prior fiscal year and is needed to ensure we can provide excellent service to each community.

The Proposed Budget includes one reclassification of a Library Assistant II to a Library Assistant III. However, we expect to bring forward a proposed new staffing model for consideration in the months ahead. The Proposed Budget includes investments in the staff development, relocating our Information Technology and Collection Management departments to the Library Administration building for greater efficiency of centralized library services.

Over the next year, we will collaborate with the County Office of Response, Recovery, and Resilience to ensure our libraries prepare to assist in an emergency. We will work with the City of Santa Cruz to help direct the unhoused to needed resources. And we will continue our focus on diversity, equity, and inclusion to ensure all residents feel safe and welcome in our libraries.

I want to thank the Library Advisory Commission for its commitment to the public need and our Library Joint Powers Authority Board for their leadership in navigating us through immeasurable change. By working together as a team, we will continue to meet the community's needs and face the challenges ahead.

Respectfully,

Yolande Wilburn  
Library Director





## **Mission – Vision**

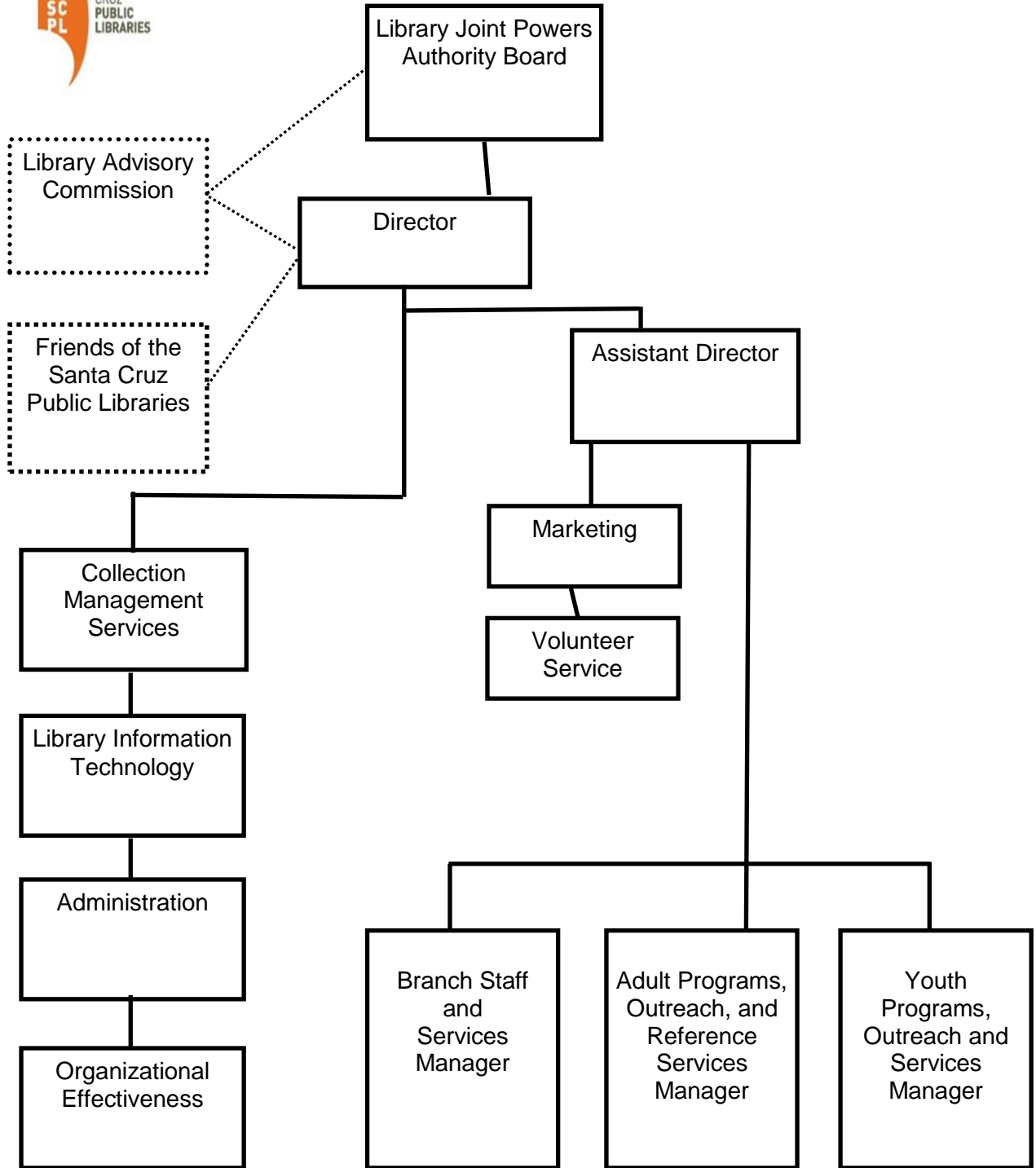
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### **Mission**

Connect, Inspire, Inform

### **Our Vision**

Transform lives & strengthen communities



## 2023 Strategic Priorities

- Safety  
Create welcoming spaces that serve the needs of a diverse community. Connect to the services that support the physical, mental and economic health of our patrons. Update physical and digital spaces, collections and experiences to improve ADA, language and cultural accessibility. Facilitate opportunities for shared experiences among diverse groups.
- Inclusion  
Advance an organizational culture of equity and inclusion. Provide equitable and relevant services to library patrons. Develop processes and policies to reduce barriers and increase access. Strengthen relationships with partners serving marginalized and vulnerable populations. Develop communication strategies that connect people with our programs and services.
- Support  
Connect patrons with the materials and resources needed to achieve educational, economic, and personal outcomes. Strengthen community partnerships. Align the work of the library with the work of the schools. Provide opportunities for community members to collaborate. Invest in staff development.



# **FY 2022-2023 Workplan**

## **1. Expanding Service Hours and Organizational Capacity**

- a. Evaluate staffing and hours in the new fiscal year.
- b. Recruit, train, develop staff.
- c. Develop an onboarding and evaluation plan.
- d. Complete an emergency plan with Continuity of Operations Plan.
- e. Work with County to establish the processes and procedures for managing facilities and maintenance items.

## **2. Transformative Spaces**

- a. Open Live Oak, Scotts Valley, Branciforte and Garfield Park Libraries.
- b. Continue work on the new Downtown Library and support the public engagement process.
- c. Invite partners into our space to provide resources and expand knowledge of services.

## **3. Learning**

- a. Expand Community Based Programming and partnerships.
- b. Deepen connection to schools throughout the county.
- c. Align the work of the Library with the work of the schools.

## **4. Digital Inclusion**

- a. Increase technology support for patrons through a technology literacy curriculum.
- b. Explore and implement collaborations with the State Library and partners to improve technology access, including digital navigators.
- c. Complete a 2023 technology plan to support library operations.
- d. Reevaluate technology including hardware, software, and platforms used by Library staff for efficiency, effectiveness, and security.

## **5. User Experiences**

- a. Implement the action plan on Equity, Diversity, and Inclusion (EDI).
- b. Finalize and activate the new Strategic Plan, including rebranding.
- c. Revise library website.
- d. Partner with the County Office of Response, Recovery and Resilience to establish the Felton Library branch as an Emergency Operations Center.

## Performance Benchmarks

**Measure Use:** cardholders, circulation, visits, database use, computer use, and program attendance.

**Measure Capacity:** number of public access computer, hours of computer and wireless use, type and number of technology programs.

**Measure Satisfaction:** Analyze findings and amend functions to improve patron satisfaction.

**Measure Partnerships:** Maintain current strategic partnerships and identify additional partners.



# **Governance, Funding, and Budget Overview**

The Santa Cruz Public Libraries (SCPL) system is one of two library systems in Santa Cruz County. SCPL serves its region independently although it shares revenue sources with the Watsonville Public Library.

## **Governance**

The Santa Cruz Public Libraries operate under a Joint Powers Agreement among the County of Santa Cruz and the Cities of Capitola, Santa Cruz, and Scotts Valley.

Members of the Joint Powers Board are the County Administrative Officer from the County of Santa Cruz, the City Manager from the City of Capitola, the City Manager from the City of Santa Cruz, and the City Manager from the City of Scotts Valley.

The original Joint Powers Agreement was forged in 1996. In December 2015, all four jurisdictions approved the Fourth Amendment to the Joint Powers Agreement and that is the current governing document for the Santa Cruz Public Libraries.

## **Library Advisory Commission**

The Library Advisory Commission is intended to be a voice of the community to provide advice and feedback to the Governing Board and the Director of Libraries. The Commission will review programs and services and make necessary recommendations as they pertain to the provision of these programs and services.

The Commission consists of the following Commissioners who must be registered voters:

- Three (3) residents of unincorporated Santa Cruz County appointed by the serving at the pleasure of the County Board of Supervisors, with one each from Supervisorial Districts 1, 2 and 5.
- Two (2) Santa Cruz city residents appointed by and serving at the pleasure of the Santa Cruz City Council.
- One (1) Capitola resident appointed by and serving at the pleasure of the Capitola City Council.
- One (1) Scotts Valley resident appointed by and serving at the pleasure of the Scotts Valley City Council.

## **Funding**

Both the Santa Cruz Public Libraries system and the Watsonville Public Library are supported by City and County property and sales taxes and private donations. There are three sources of local public revenues:

- The Cities of Santa Cruz and Watsonville contribute money from their general funds.

- Property taxes allocated for library services are collected by the County in the unincorporated areas and the Cities of Capitola and Scotts Valley
- A quarter cent sales tax designated for public library service is collected throughout the County

A Library Financing Authority divides these revenues between the Santa Cruz Public Libraries and the Watsonville Public Library, based on a population formula which gives Watsonville credit for serving people who live in the unincorporated area close to that city.

SCPL library services are provided through the Fourth Amendment of the Library Joint Powers Agreement with the funds made available by the Santa Cruz County Library Financing Authority.

Santa Cruz Public Libraries has a modest income from bequests, fine revenue, donations from the public and the Friends of the Santa Cruz Public Libraries.

### **Budget**

The Budget process begins no later than March 31st of each year with the Board providing service and budgetary priorities leading to the development of the Director of Libraries proposed operating and capital budget. A Public Hearing on the proposed budget shall be held no later than May 31st with copies of the budget made available 10 days prior to the public hearing. To adopt a budget, unanimous approval by the Board is required (Fourth Amendment to the JPA; Section 8).

## Budget Overview

		2021	2022	2022	2023	Growth/Loss		2024
		Actual	Adopted Budget	Year End Estimate	Requested Budget	From Adopted	Projected Budget	
<b>Expenditures by Activity:</b>								
Personnel Services *Est. costs including vacancy factor		9,029,262	11,950,092	11,672,983	12,301,023	\$ 350,931	2.9%	12,670,053
Services, Supplies & Other Charges		2,656,235	3,426,151	4,528,074	3,792,640	\$ 366,489	10.7%	3,982,272
Books & Materials		1,199,804	1,269,088	1,622,432	1,415,456			1,372,514
Capital Outlay		132,132	488,000	521,622	440,000			440,000
Total Budget - Expenditures		13,017,433	17,133,331	18,345,111	17,949,118			18,464,839
	Total Expenditures	\$13,017,433	17,133,331	\$18,345,111	\$17,949,118	\$815,788	4.8%	\$18,464,839
<b>Activity Resources:</b>								
Taxes		9,176,532	9,081,659	10,194,957	10,666,565	\$ 1,584,906	17.5%	10,815,897
Member Contributions		5,784,276	6,115,273	6,115,273	6,115,273	\$ -	0.0%	6,115,273
State and Federal Grants		353,409		108,000				
Fines and Forfeits		11,189	0	70,250	122,000			70,250
Donations & Trusts		295,228	63,213	244,847	62,063			35,000
Other Financing Sources		158,258	149,243	413,485	124,733			120,000
	Total Resources	\$15,778,892	15,409,388	\$17,146,812	\$17,090,634	\$1,681,246	10.9%	\$17,156,420
<b>Sub Total Operational Savings or (Cost)</b>		<b>\$2,761,459</b>	<b>(\$1,723,943)</b>	<b>(\$1,198,299)</b>	<b>(\$858,484)</b>			<b>(\$1,308,419)</b>
Fund Balance Applied			\$1,723,943	\$1,198,299	\$858,484			\$1,308,419
<b>Total</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>			<b>\$0</b>



## Budget Overview

The Santa Cruz Public Libraries is excited to be cresting the hill of finishing construction and reopening Branciforte, Live Oak, Live Oak Annex, and Scotts Valley. This means that all nine library branches and the annex will be open to the public for library programs and services in FY 2023!

The LFA (Library Financing Authority) provides the revenue forecasts for the upcoming year. Sales tax is projected to grow 4.6% or approximately \$500K in FY 2023 from the previous fiscal year year-end estimate. Maintenance of effort remains flat at \$6,115,273. However, negotiations are on-going to re-negotiate this agreement between the County and the City of Santa Cruz for the next 5 years.

Given the opening of several branches this coming year, the operational costs associated (ie: janitorial, utilities and supplies) have been added back to the budget. The Library added three more costs of note. The first, is the addition of property/business insurance to insure the library's collection at all 11 library facilities. This insurance is still being negotiated with providers but \$25K has been added to the budget in anticipation of the annual policy premium. Secondly, the training budget has been increased by 20% in order to support staff. An increased training budget will provide staff with access to automated recruitment tools when holding interviews for vacant library positions. The increase will also help staff to schedule quarterly team meetings to help support operations and large programs delivered to the public. Finally, the Library has added \$25K to the operating budget to help with bilingual translation services for library programs and library written materials (such as policies, procedures and advertising). These services and supply operational increases contribute to the 10.7% or \$365K growth in the non-personnel FY 23 budget.

The Santa Cruz Public Library (SCPL) system relies on staff to deliver library services and programs to patrons. For this reason, SCPL's salary and benefits make up the majority of the annual operating budget at approximately 45.7% of overall costs. The Library has also included in its personnel projections a vacancy factor of \$770K. In FY 23 personnel costs are projected to increase by 2.9% mostly due to rising PERS and health insurance costs.

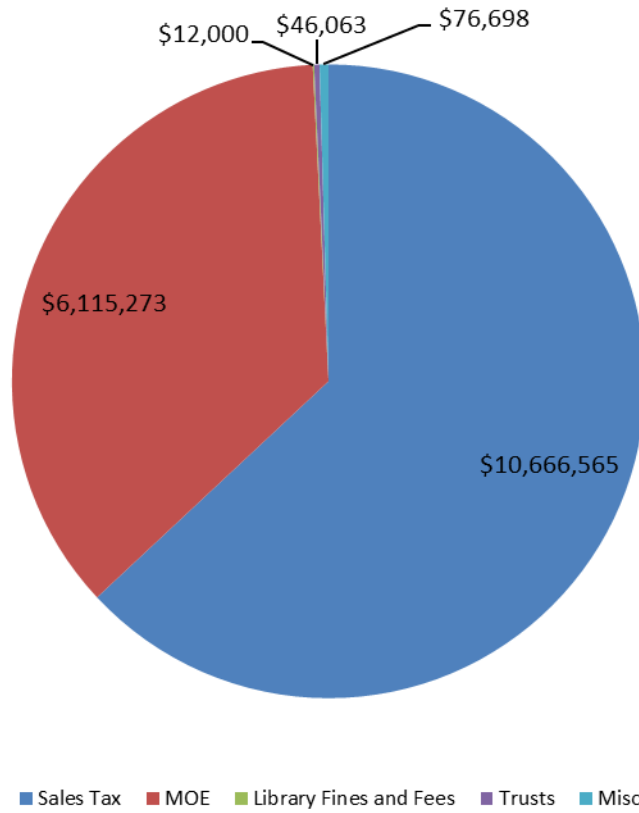
SCPL is not recommending any staffing increases at this time. However, there is one position that the Library would like to reclassify for operational purposes. During the pandemic the library reassigned a floor supervisor at the Downtown Branch to helping oversee the Collection Management staff. This change in assignment left the Downtown staff short one FTE. The Library plans to reclassify a vacant Collections Management LA II position, into a Library Assistant III position who would be assigned back to the Downtown Branch in order to make up for this staffing shortfall. The increased costs associated with this reclassification change would be approximately \$7,000 annually accounting for both salary and benefits.

The Library continues to work on overall branch staffing configurations to meet the needs of the branches that will soon be re-opening. These presentations will be forthcoming and will fall outside the FY 23 budget process.

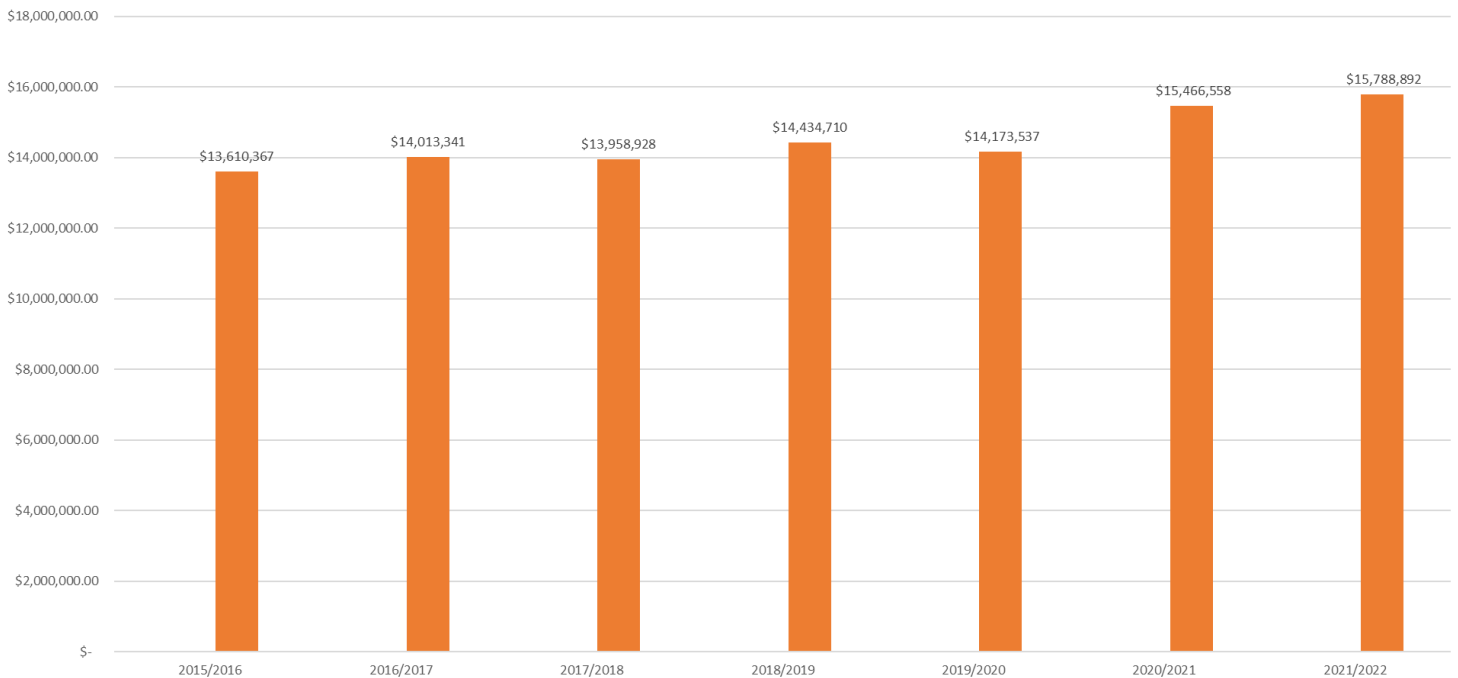
The Library continues to balance its operating budget using available fund balance monies. As of December 30, 2021, the available fund balance was \$5.9M. The FY 23 budget plans to use approximately \$900K of this fund balance to meet operational needs.

# Revenue

## FY 2022-2023 Revenue



## Revenue History



# Projected Library Revenues

Santa Cruz Public Libraries system is supported by City and County property and sales taxes and private donations. There are three sources of local public revenues:

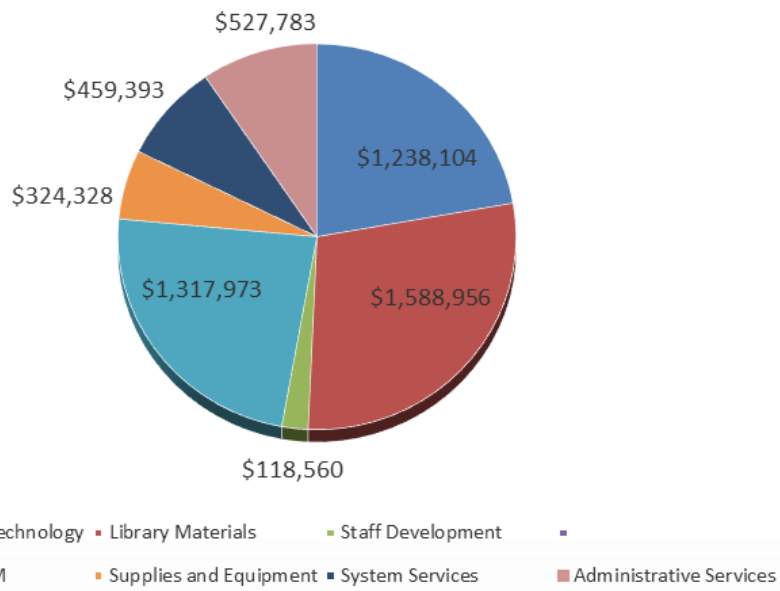
- The Cities of Santa Cruz and Watsonville contribute money from their general funds.
- Property taxes allocated for library services are collected by the County in the unincorporated areas and the Cities of Capitola and Scotts Valley.
- A quarter cent sales tax designated for public library service is collected throughout the County.

Santa Cruz Public Libraries has a modest income from bequests, fine revenue, donations from the public and the Friends of the Santa Cruz Public Libraries, Inc.

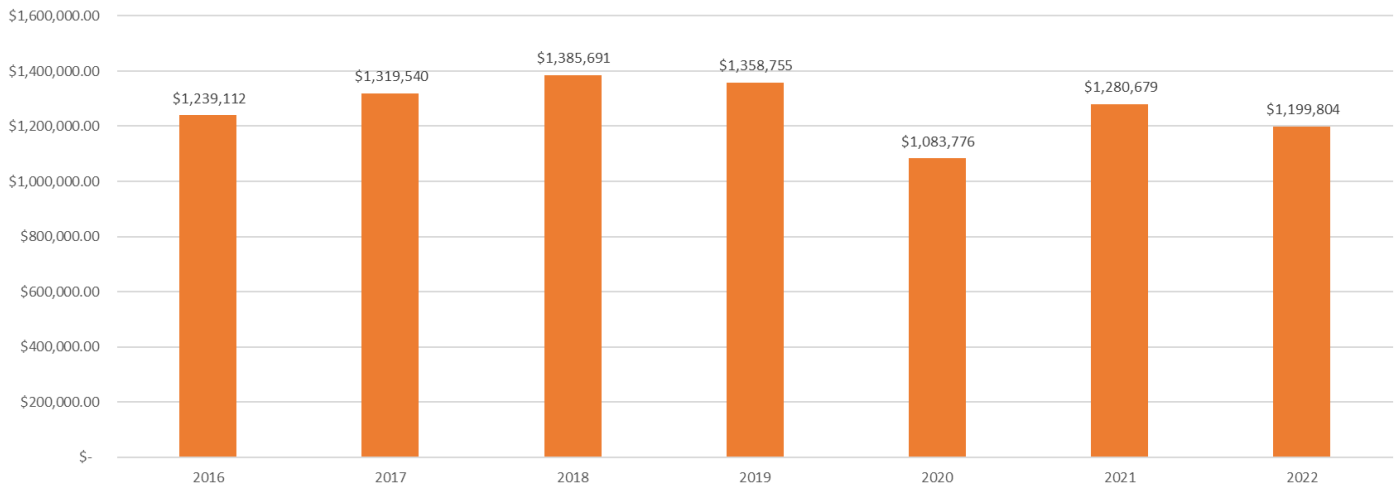
Budget Development Revenue Balances		2022	2022	2022	2023	Growth/Loss
Acct	Title	Ado Budget	Adj Budget	Year End Est	Dept Request	from YEE
<b>Fund 951 -- Library Joint Powers Authority</b>						
41211	Sales and use tax	\$ 8,912,416	\$ 8,912,416	\$ 8,912,416	\$ 10,666,565	19.7%
41993	Libraries parcel tax	\$ -	\$ -	\$ -	\$ 110,000	
43110	Federal operating grants & contributions	\$ -	\$ 100,000	\$ -	\$ -	
43199	Other federal revenues	\$ -	\$ 118,757	\$ 118,757	\$ -	
43210	State operating grants and contributions	\$ -	\$ -	\$ 100,894	\$ -	
43310	Local operating grants and contributions	\$ -	\$ 13,000	\$ 141,000	\$ -	
43311	Maintenance of effort contributions	\$ 6,115,273	\$ 6,115,273	\$ 6,115,273	\$ 6,115,273	0.0%
43354	County of SC - reimbursements	\$ -	\$ -	\$ -	\$ -	
44630	Room rentals-library JPA	\$ 4,640	\$ 4,640	\$ 4,640	\$ 4,640	0.0%
45131	Library fines	\$ -	\$ -	\$ 12,122	\$ 12,000	-1.0%
46110	Pooled cash and investment interest	\$ 92,840	\$ 92,840	\$ 92,840	\$ 92,840	0.0%
46115	Unrealized gain/loss-invest held by City	\$ -	\$ -	\$ -	\$ -	
46190	Interest earnings - other	\$ 14,763	\$ 14,763	\$ 14,763	\$ 5,253	-64.4%
46303	Donations - library	\$ 13,100	\$ 62,936	\$ 62,936	\$ 13,100	-79.2%
46309	Donations - library - Friends of the Lib	\$ 27,923	\$ 280,182	\$ 222,982	\$ 26,773	-88.0%
46910	Miscellaneous operating revenue	\$ 8,500	\$ 21,865	\$ 21,865	\$ 22,000	0.6%
46990	Miscellaneous non-operating revenue	\$ -	\$ -	\$ -	\$ -	
49105	From Workers' Compensation Fund	\$ -	\$ -	\$ -	\$ -	
49122	From Library Private Trust Fund	\$ 22,190	\$ 43,783	\$ 43,783	\$ 22,190	
<b>Total Library Joint Powers Authority</b>		15,211,645.00	15,780,455.13	15,864,271.00	17,090,634.00	7.7%
<b>Total</b>		15,211,645.00	15,780,455.13	15,864,271.00	17,090,634.00	

## **Non-Personnel Expenditures**

### FY 22/23 Non Personnel Expenditures by Library Function



### Collection Spending History (includes donations and trusts)



# System Operating Expenditures

Budget Development Expenditure Balances						
Acct	Title	2022 Ado Budget	2022 Adj Budget	2022 Year End Est	2023 Dept Request	% Change from Adopted
52131	Claims management services - outside	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000	0.0%
52135	Financial services - outside	\$ 518,083	\$ 518,083	\$ 518,083	\$ 527,783	1.9%
52139	Medical services	\$ -	\$ -	\$ 696	\$ 1,000	
52150	Merchant bank fees	\$ 600	\$ 600	\$ 600	\$ 600	0.0%
52155	Courier services	\$ 2,926	\$ 2,926	\$ 2,830	\$ 2,000	-31.6%
52199	Other professional & technical services	\$ 188,300	\$ 338,300	\$ 338,300	\$ 205,000	8.9%
52201	Water, sewer and refuse	\$ 79,885	\$ 79,885	\$ 80,679	\$ 81,985	2.6%
52202	Hazardous materials disposal	\$ 500	\$ 500	\$ 500	\$ 500	0.0%
52211	Janitorial services	\$ 296,700	\$ 296,700	\$ 286,330	\$ 321,525	8.4%
52223	Equip annual inventory charge - internal	\$ 4,950	\$ 4,950	\$ 4,950	\$ 1,725	-65.2%
52226	Vehicle work order charges - internal	\$ 25,999	\$ 25,999	\$ 25,999	\$ 11,795	-54.6%
52227	Vehicle fuel island charges - internal	\$ 17,474	\$ 17,474	\$ 17,474	\$ 18,163	3.9%
52240	Office equipment operation/maint	\$ 7,340	\$ 7,340	\$ 7,340	\$ 7,590	3.4%
52241	Vehicle maintenance costs - outside	\$ 6,500	\$ 6,500	\$ 6,500	\$ 6,500	0.0%
52244	Other equipment operation/maintenance	\$ 10,725	\$ 10,725	\$ 10,952	\$ 10,975	2.3%
52246	Building and facility o & m - outside	\$ 265,132	\$ 265,132	\$ 271,531	\$ 290,761	9.7%
52247	Landscaping maintenance services	\$ 43,800	\$ 43,800	\$ 48,290	\$ 55,950	27.7%
52248	Software maintenance services	\$ 407,019	\$ 407,019	\$ 407,019	\$ 409,019	0.5%
52249	Hardware maintenance services	\$ 30,000	\$ 30,000	\$ 300,000	\$ 30,000	0.0%
52261	Equipment, building and land rentals	\$ 240,452	\$ 284,088	\$ 240,452	\$ 283,843	18.0%
52269	Equipment lease-outside	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	0.0%
52302	Travel and meetings	\$ 19,200	\$ 19,200	\$ 19,200	\$ 19,800	3.1%
52304	Training	\$ 82,300	\$ 82,300	\$ 82,300	\$ 98,760	20.0%
52403	Telecommunications service - outside	\$ 240,585	\$ 359,342	\$ 359,342	\$ 354,085	47.2%
52932	Liability insurance/surety bonds-interna	\$ 43,170	\$ 43,170	\$ 43,170	\$ 43,170	0.0%
52933	Liability insurance/surety bonds-outside	\$ 68,000	\$ 68,000	\$ 68,000	\$ 93,000	36.8%
52960	Advertising	\$ 31,570	\$ 31,570	\$ 31,570	\$ 31,570	0.0%
52961	Dues and memberships	\$ 37,453	\$ 37,453	\$ 37,453	\$ 37,453	0.0%
52972	Printing and binding-outside	\$ 32,600	\$ 32,600	\$ 32,600	\$ 32,600	0.0%
53101	Postage charges	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	0.0%
53102	Office supplies	\$ 24,250	\$ 24,250	\$ 24,040	\$ 25,650	5.8%
53106	Books and periodicals	\$ 1,247,165	\$ 1,930,933	\$ 1,930,933	\$ 1,393,533	11.7%
53107	Books and periodicals-grants & donations	\$ 21,923	\$ 182,467	\$ 125,267	\$ 21,923	0.0%
53108	Safety clothing and equipment	\$ 13,910	\$ 13,910	\$ 14,128	\$ 16,510	18.7%
53109	Copier supplies	\$ 6,430	\$ 6,430	\$ 5,830	\$ 6,680	3.9%
53112	Library functional supplies	\$ 171,500	\$ 171,500	\$ 171,500	\$ 171,500	0.0%
53113	Janitorial supplies	\$ 28,000	\$ 28,000	\$ 24,409	\$ 33,500	19.6%
53311	Electricity	\$ 205,275	\$ 205,275	\$ 205,275	\$ 205,275	0.0%
53312	Natural gas	\$ 39,950	\$ 39,950	\$ 39,950	\$ 39,950	0.0%
54990	Miscellaneous supplies and services	\$ 205,423	\$ 223,297	\$ 252,077	\$ 205,423	0.0%
56960	Loans and grants	\$ -	\$ 334,588	\$ 334,588	\$ -	
56995	Refunded fees and fines	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	0.0%
57401	Office furniture/equipment	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	0.0%
57402	Vehicle equipment	\$ 80,000	\$ 80,000	\$ 80,000	\$ -	-100.0%
57409	Computer equipment	\$ 240,000	\$ 273,622	\$ 273,622	\$ 240,000	0.0%
57990	Other capital outlay	\$ 150,000	\$ 150,000	\$ 150,000	\$ 200,000	33.3%
<b>Total</b>		<b>\$ 5,192,089</b>	<b>\$ 6,734,878</b>	<b>\$ 6,930,779</b>	<b>\$ 5,594,096</b>	<b>7.7%</b>

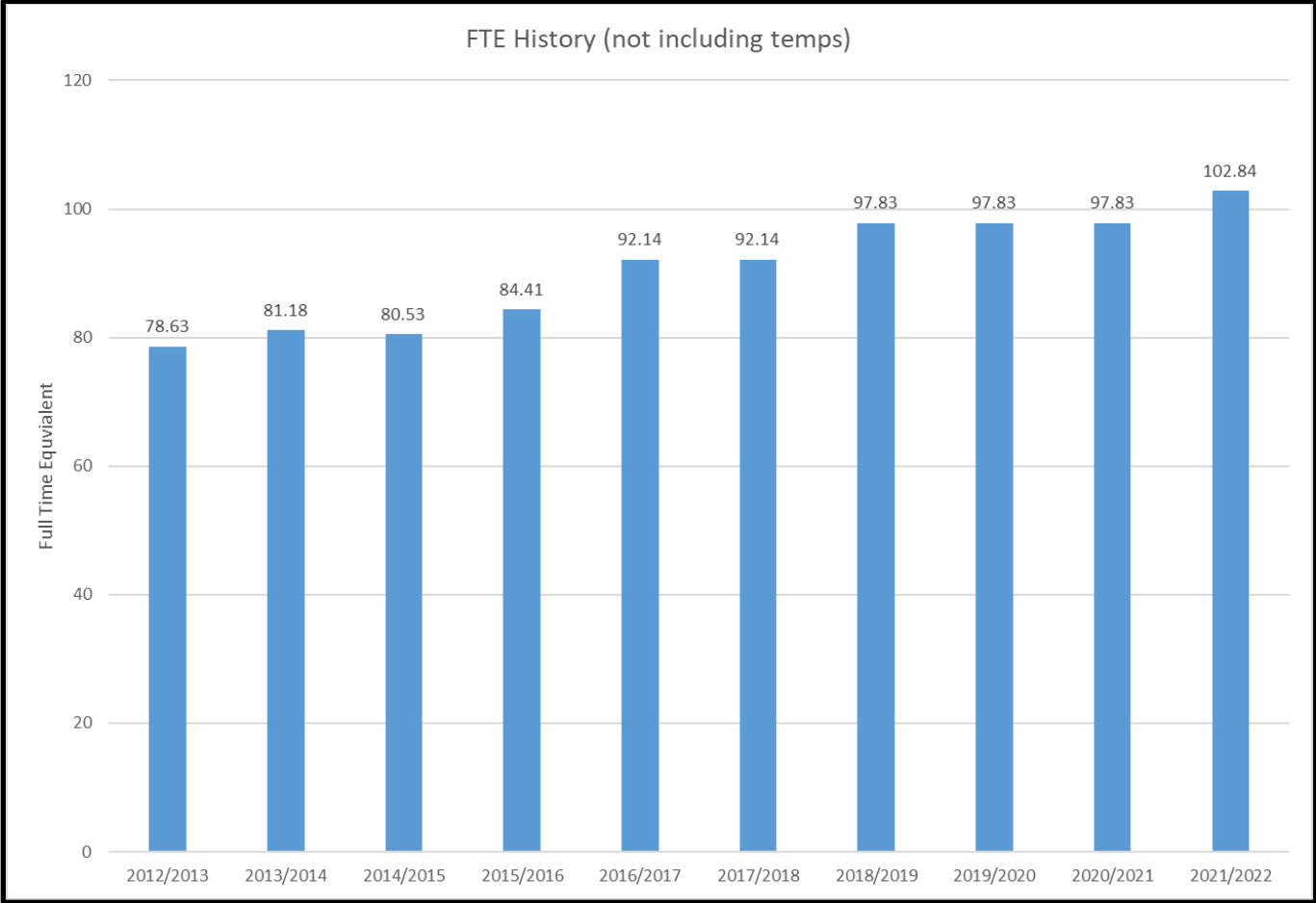


## **Personnel Expenditures**

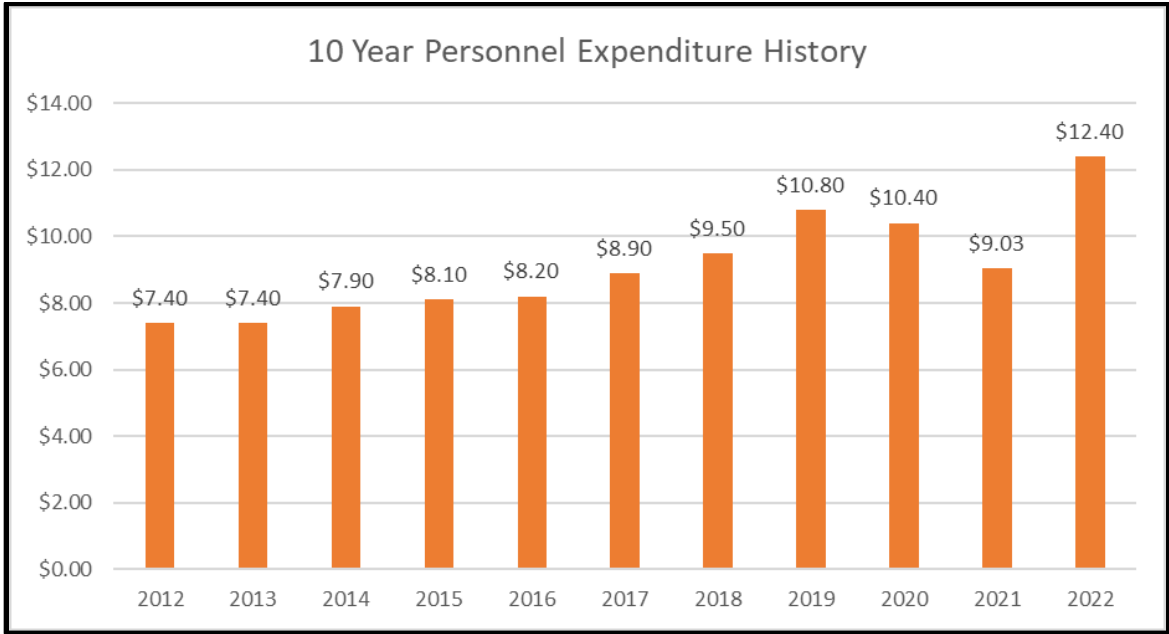
# Personnel Expenditures

Budget Development Expenditure Balances						
Acct	Title	2022 Ado Budget	2022 Adj Budget	2022 Year End Est	2023 Dept Request	% Change from Adopted
51110	Regular full time	\$ 6,532,212.00	\$ 6,182,212.00	\$ 6,182,212.00	\$ 6,484,821.65	-0.7%
51111	Regular part time	\$ 1,133,654.00	\$ 1,083,654.00	\$ 1,083,654.00	\$ 1,237,073.59	9.1%
51114	Overtime	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	0.0%
51115	Termination pay	\$ -	\$ -	\$ 57,112.00	\$ -	
51122	Temporary	\$ 825,000.00	\$ 875,000.00	\$ 875,000.00	\$ 825,000.00	0.0%
51130	Other pay	\$ -	\$ -	\$ 1,421.00	\$ -	
51132	Special vacation pay	\$ -	\$ -	\$ 14,358.00	\$ -	
51150	Vehicle-phone-data allowance	\$ 2,857.00	\$ 2,857.00	\$ 2,857.00	\$ 1,260.00	-55.9%
51201	Retirement contribution	\$ 470,113.00	\$ 470,113.00	\$ 470,113.00	\$ 469,004.65	-0.2%
51202	F.I.C.A.	\$ 63,113.00	\$ 63,113.00	\$ 63,113.00	\$ 63,113.00	0.0%
51203	PERS unfunded liability	\$ 1,253,071.00	\$ 1,253,071.00	\$ 1,253,071.00	\$ 1,396,809.01	11.5%
51206	PERS Unfunded payment	\$ -	\$ -	\$ -	\$ -	
51210	Group health insurance	\$ 1,838,798.00	\$ 1,838,798.00	\$ 1,838,798.00	\$ 1,943,866.78	5.7%
51212	Group dental insurance	\$ 110,330.00	\$ 110,330.00	\$ 110,330.00	\$ 116,535.06	5.6%
51213	Vision insurance	\$ 17,548.00	\$ 17,548.00	\$ 17,548.00	\$ 18,731.52	6.7%
51214	Medicare insurance	\$ 105,029.00	\$ 105,029.00	\$ 105,029.00	\$ 108,708.18	3.5%
51215	Employee assistance program	\$ 4,148.00	\$ 4,148.00	\$ 4,148.00	\$ 4,355.58	5.0%
51220	Group life insurance	\$ 1,790.00	\$ 1,790.00	\$ 1,790.00	\$ 1,968.72	10.0%
51221	Disability insurance	\$ 82,234.00	\$ 82,234.00	\$ 82,234.00	\$ 86,241.22	4.9%
51222	SDI	\$ 37,912.00	\$ 37,912.00	\$ 37,912.00	\$ 39,084.08	3.1%
51230	Unemployment insurance	\$ 62,556.00	\$ 62,556.00	\$ 62,556.00	\$ 66,004.91	5.5%
51240	Workers' compensation	\$ 174,727.00	\$ 174,727.00	\$ 174,727.00	\$ 203,442.57	16.4%
<b>Total</b>		\$ 12,720,092	\$ 12,370,092	\$ 12,442,983	\$ 13,071,021	2.8%

Note: A \$770K vacancy factor has been accounted for in the Budget Overview



NOTE: In FY 2008 the Library staffed 120.63 FTE



## Fines and Fees Schedule

The Library is recommending the following fee schedule.

Description	Current	Proposed FY 2022-2023
Overdue Item Fine	\$0	No Change
Lost/Replacement Fine	Varies Based on Item	No Change
Collection Agency Fee	\$20.00	No Change
Damaged Item Fine	Varies Based on Item	No Change
Flashdrive Fee	\$5.00	No Change
Headphone Fee	\$4.00	No Change
Library Card Replacement Fee	\$2.00	No Charge
Meeting Room Fee	\$0	No Change
Missing Parts Fine	Varies Based on Item	No Change
Photocopying Fee	15¢per page	No change
Test Proctoring Fee	\$40.00	No change
Inter Library Loan	\$0	No Change

Note: Proposal for items in red (all fees) to be suspended.

## Appendix A: Position Listing by Classification

<b>Library Personnel Profile</b>	<b>FY 2019 Adopted Budget</b>	<b>FY 2020 Adopted Budget</b>	<b>FY 2021 Adopted Budget</b>	<b>FY 2022 Adopted Budget</b>	<b>FY 2023 Proposed Budget</b>
Accounting Assistant I	1.50	1.50	1.50	1.50	1.50
Administrative Assistant I/II	3.53	3.53	3.53	2.91	2.91
Assistant Director of Libraries	1.00	1.00	1.00	1.00	1.00
Bookmobile Library Assistant	1.80	1.80	1.80	2.80	2.80
Building Maintenance Worker I/II	2.00	2.00	2.00	2.00	2.00
Courier/Driver	1.00	1.00	1.00		
Director of Libraries	1.00	1.00	1.00	1.00	1.00
IT Specialist I/II	1.00	1.00	1.00	1.00	1.00
IT Specialist III	2.00	2.00	2.00	2.00	2.00
Librarian I/II	18.01	20.01	20.01	20.01	20.01
Librarian III	3.75	4.00	4.00	4.00	4.00
Library Assistant I	1.00	1.00	1.00		
Library Assistant II	28.50	31.50	31.50	37.12	36.12
Library Assistant III	10.25	10.00	10.00	10.00	11.00
Library Assistant IV	2.00	2.00	2.00	2.00	2.00
Library Division Manager					
Library Information Specialist	5.00	5.00	5.00	5.00	5.00
Library Information Technology Manager	1.00	1.00	1.00	1.00	1.00
Library Specialist	2.00	2.00	2.00	2.00	2.00
Management Analyst				1.00	1.00
Manager System Services and Support	-				
Network Administrator	-				
Network & Systems Administrator	2.00	2.00	2.00	2.00	2.00
Principal Management Analyst	1.00	1.00	1.00	1.00	1.00
Programmer Analyst I/II	1.00	1.00	1.00	1.00	1.00
Service Field Crew Leader	1.00	1.00	1.00	1.00	1.00
Systems Administrator	-				
Systems Coordinator	1.00	1.00	1.00	1.00	1.00
Volunteer Coordinator Assistant	0.50	0.50	0.50	0.50	0.50
	92.84	97.84	97.84	102.84	102.84
Change	1.00	5.00	-	5.00	0.00

Note: In 2008 the FTE for the library system was 120.63.

## Appendix B:

### Trust Fund Narratives

#### FINKELDEY TRUST

Donor: Stella A. H. Finkeldey, a teacher and principal in the Santa Cruz City School System, left her estate to the Santa Cruz Public Library in 1949.

Terms: "...the net income there from, plus the annual sum of \$100.00 from the principal, [shall] be used and expended solely for the purchase of musical literature for and to be kept in the music department of the Santa Cruz Public Library."

Balance of  
Trust as of  
4/15/2022: \$9,384

Income: Interest earned is added to principal

Management: Held by the City Finance Department. Complete record is reflected in Library budget. CMS Manager manages the funds.

#### DOROTHY A. HALE TRUST

Donor: Dorothy A. Hale died in 2011 leaving the Library a bequest.

Terms: The Dorothy A. Hale Trust specifies that the Library use the funds for "the Scotts Valley Branch of the Santa Cruz Public Library System.

Balance of  
Trust as of  
4/15/2022: \$48,605

Income: Interest earned is added to principal

Management: Held by the City Finance Department. Regional Manager, Laura Whaley, manages funds.

LEET-CORDAY TRUST

Donor: Robert Leet-Corday

Terms: The Leet-Corday Trust specifies that the Library use the funds for the Downtown (Central) Branch of the Santa Cruz Public Library System for “providing vibrant physical and virtual public spaces”.

Balance of  
Trust as of  
4/15/2022: \$101,315

Income: Interest earned is added to principal

Management: Held by the City Finance Department. DTN Regional Manager manages funds.

MCCASKILL TRUST – LOCAL HISTORY

Donor: Annie McCaskill, who died in 1981, named the City of Santa Cruz as one of the two residual legatees for her estate. The other was the First Presbyterian Church. Upon the death of her sister, Francis McCaskill, the City’s share of the estate was to be divided into two equal parts: one for local history and the other for providing materials and services to people who are visually impaired. Francis McCaskill died in 1986, and the Library received its distribution during the summer.

Terms: Half the City’s share is to be used “in establishing and maintaining a department in the City of Santa Cruz Public Library System devoted to the preservation of historical documents and objects and promulgation of the local history of the City of Santa Cruz and of the State of California.” No limitations on only spending income.

Balance of  
Trust as of  
4/15/2022: \$227,358

Income: Interest earned is added to principal

Management: Held by the City Finance Department. Asst. Director manages funds.

MCCASKILL TRUST – VISUALLY IMPAIRED

Donor: See above

Terms: Half the City’s share of the McCaskill Trust is to be used “in establishing and maintaining a Braille department in the City of Santa Cruz Public Library System and for the purpose of providing Braille books, materials, records, and tapes for use of persons with defective sight.”

Anticipating major cuts in the Library’s 1986-87 materials budget, the Library Board agreed in July that \$15,000 in income from this Trust should be used to support the purchase of large print and talking book tapes for adults and children during the current fiscal year. It has been approved that continuing after this, the money could be spent in any way that benefitted the visually impaired and was not limited to the purchase of Braille materials.

Balance of  
Trust as of  
4/15/2022: \$191,240

Income: Interest earned is added to principal

Management: Held by the City Finance Department. CMS Manager manages funds.

#### JAMES MORLEY TRUST

Donor: James Morton Morley died on February 1, 2011, leaving the Library a bequest.

Terms: The James Morton Morley Trust specifies that the Library use the funds for “improvements or enhancements to the La Selva Beach Library Branch or the Aptos Branch if the La Selva Beach Branch has been or is scheduled to close”.

Balance of  
Trust as of  
4/15/2022: \$14,071

Income: Interest earned is added to principal

Management: Held by the City Finance Department. Regional Manger manages funds.

#### RICHARDSON TRUST

Donor: Dr. James B. Richardson died in 1979, leaving the Library a Testamentary Trust for book purchases. His other legatees were the Cornell University Veterinary School and a personal friend.

Terms: The Richardson Will specifies that the Library use the funds “for the purchase of nonfiction books written for the general public, and not to include textbooks, technical or statistical books, or religious or sociological studies.”



Balance of  
Trust as of  
4/15/2022: \$350,000

Income: In 1981 the Superior Court ruled that all net income be distributed annually, one-fifth to Cornell (for research on dogs) and four-fifths to the Library.

Management: Held by Comerica Bank. Check is received annually in May and that is appropriated into the Library's annual budget. CMS Manager manages this trust.

### UTTER TRUST

Donor: Herman A. Utter and Ruth H. Utter Fourth Restatement of Trust Agreement dated May 7, 1992 restatement dated August 6, 2004

Terms: "To support the purchase of library materials and special library programs."  
(March 2017)

Balance of  
Trust as of  
4/15/2022: \$298,347

Income: Interest Only

Management: FSCPL holds this trust. Held at Community Foundation of Santa Cruz County. Asst. Director manages these funds.

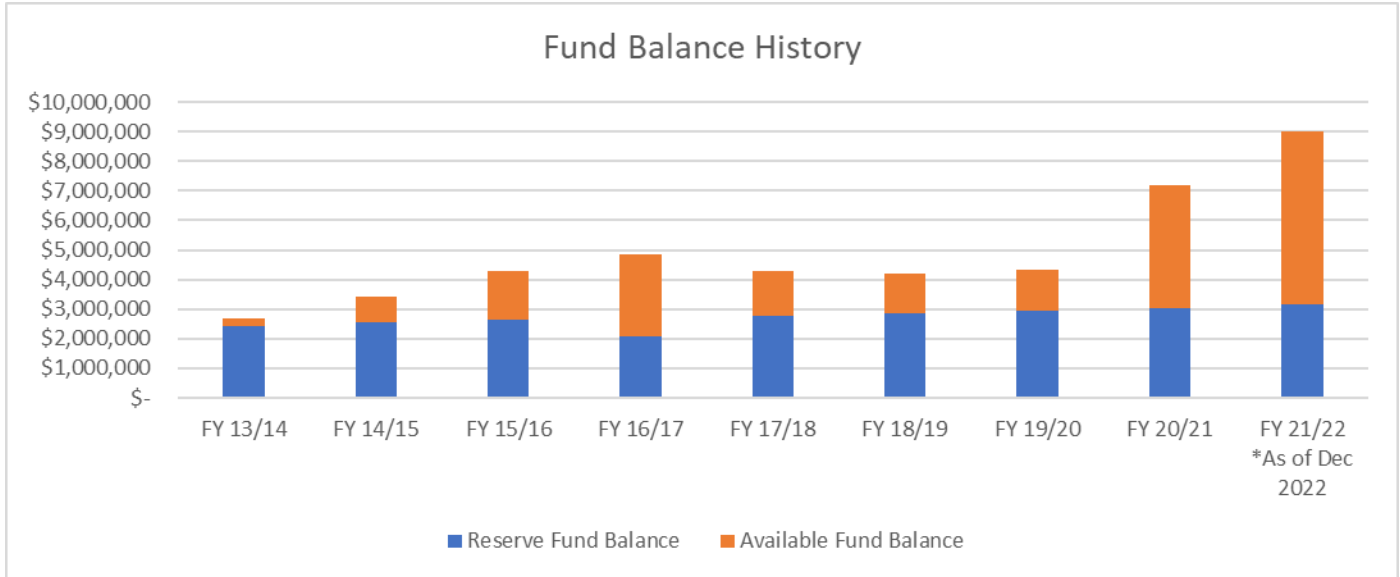
## Appendix C:

### Vehicle Replacement Schedule

<b>Library FY 22/23 Vehicle Replacement Schedule</b>						
<b>#</b>	<b>Department</b>	<b>Description</b>	<b>Replacement Cost</b>	<b>Year Acquired</b>	<b>Year of Replacement</b>	<b>Savings Need/Yr to Meet Replacement Date</b>
434	Courier	Ford Transit	\$45,000	2020	2030-31	\$4,500
528	Bldg Maint	Dodge Sprinter	\$45,000	2007	2017-18	\$5,833
527	Bldg Maint	Ford Transit	\$35,000	2015	2024-25	\$3,500
529	Bldg Maint	Ford Transit	\$45,000	2019	2029-30	\$4,500
151	Outreach	Ford Escape Hybrid	\$35,000	2009	2017-18	\$5,833
178	Outreach	Ford Escape Hybrid	\$35,000	2015	2024-25	\$3,500
531	Outreach	Frieghtliner	\$350,000	2016	2030-31	\$23,333
546	LIT	Ford Transit	\$35,000	2018	2028-29	\$3,500
	Programs	Pedal Library	\$2,500	2016	2021-22	\$500
<b>TOTAL SAVINGS NEEDS PER YEAR</b>						<b>\$54,999</b>
<b>Savings Began in FY 11/12</b>						
**The Library System has chosen to abide by the City's vehicle replacement schedule which is defined as replacing vehicles every 100,000 miles or every 10 years.						

# Appendix D:

## Reserve and Fund Balance History



NOTE: FY 17/18 the reserve policy was increased from 15% to 20%.

## **Appendix E:**

### **Current Position Vacancy List**

<b>Position Classification</b>	<b>FTE</b>
Library Specialist/Volunteer Coordinator	2.00
Librarian II	1.00
Information Tech Specialist I	1.00
Network & Systems Administrator	2.00
Library Assistant II	6.30
Library Assistant III	1.00
Management Analyst	1.00
Library Assistant II	0.50
<b>Vacancy FTE Total</b>	<b>14.80</b>

NOTE: This FTE represents 20 staff people.