

Chair: Jamie Goldstein
Vice Chair: Martin Bernal
Board Member: Chuck Comstock
Board Member: Susan Mauriello



**SANTA CRUZ LIBRARIES FACILITIES FINANCING AUTHORITY
(LFFA)**

REGULAR BOARD MEETING

THURSDAY, JUNE 2, 2016; 9:00 A.M.

**DOWNTOWN BRANCH MEETING ROOM
224 CHURCH STREET, SANTA CRUZ, CA 95060**

1. CALL TO ORDER / ROLL CALL

Board Members Martin Bernal, Chuck Comstock, Susan Mauriello, and Chair Jamie Goldstein

2. ADDITIONAL MATERIALS

Additional information submitted after distribution of the agenda packet.

3. ADDITIONS AND DELETIONS TO AGENDA

4. ORAL COMMUNICATION

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 respond to 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.

5. EXECUTIVE DIRECTOR REPORT

A. Report of Executive Director of recent events and Schedule of Important Dates (PG.3-5)

6. CONSENT CALENDAR

A. Approve Minutes of the May 5, 2016 Board Meeting (PG.6-7)

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.

7. GENERAL BUSINESS

A. Ordinance Levying Special Taxes (PG.8-12)

Other 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.

8. ADJOURNMENT

Adjourned to a Regular Meeting of the Libraries Facilities Financing Authority (LFFA) to be held on Thursday, July 28, 2016, at 9:00 a.m. at the Downtown Branch Library located at 224 Church Street, Santa Cruz.

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 (831)427-7706 at least five days in advance so that we can arrange for such special assistance, or email library_admin@santacruzpl.org.

STAFF REPORT



**SANTA CRUZ
PUBLIC LIBRARIES**

Library Facilities
Financing Authority

AGENDA: June 2, 2016
DATE: May 24, 2016
TO: Board of Directors
FROM: Rich Hill, Interim Executive Director
SUBJECT: Item 5.A.--Executive Director Report

RECOMMENDATION

Receive and file this report.

DISCUSSION

The following activities were pursued during the Month of February 2016:

- TBWB and NBS contract administration
- Email response to Board Questions re: current FY LFFA expenditures; and possible Library JPA reimbursable costs for LFFA work
- Worked on Cost Allocation Report
- Miscellaneous Emails
- Prepare June 2, 2016 meeting agenda

ATTACHMENT

1. Revised List of Important Dates

ATTACHMENT 1

List of Important Dates

**SANTA CRUZ PUBLIC LIBRARIES
A CITY-COUNTY SYSTEM**

**SANTA CRUZ LIBRARIES FACILITIES FINANCING AUTHORITY
(LFFA)**

REGULAR MEETING MINUTES

THURSDAY, MAY 5, 2016

6:00 P.M.

1. ROLL CALL

PRESENT: Chair Jamie Goldstein, Vice Chair Martin Bernal, John Weiss (Alternate),
Susan Mauriello

STAFF: Interim Executive Director Rich Hill; Finance Director Marcus Pimentel;
Interim Library Director Janis O'Driscoll

2. ADDITIONAL MATERIALS

None

3. ADDITIONS AND DELETIONS TO AGENDA

Move item 6. C to item 7. A

The Agenda of May 5, 2016 was approved by consensus.

4. ORAL COMMUNICATION

None

5. EXECUTIVE DIRECTOR REPORT

A. Report of Executive Director of recent events and Schedule of Important Dates

ACTION: Received report

6. CONSENT CALENDAR

A. Approve Minutes of the April 7, 2016 Board Meeting

B. Adopt Resolution #2016-005 establishing Times and Dates for Regular Meetings

ACTION: Approved items A and B of the Consent Calendar

<p>RESULT: A. APPROVED MINUTES OF APRIL 7, 2016 B. ADOPTED RESOLUTION #2016-005 ESTABLISHING TIMES AND DATES FOR REGULAR MEETINGS [UNANIMOUS]</p> <p>MOVER: Susan Mauriello, Board Member</p> <p>SECONDER: Martin Bernal, Vice Chair</p> <p>AYES: Bernal, Goldstein, Weiss (Alternate), Mauriello</p>
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7. GENERAL BUSINESS

- A. Approve Administrative Support Services from City of Santa Cruz
ACTION: Approved Administrative Support Services

<p>RESULT: A. AUTHORIZED THE CITY OF SANTA CRUZ TO PROVIDE THE NECESSARY ADMINISTRATIVE COSTS TO OVERSEE THE CONTRACTS WITH THE LFFA FOR JONES HALL, SUZANNE HARRELL, NBS AND OUR EMPLOYMENT AGREEMENT FOR SERVICES AND SUPPLIES FOR RICH HILL. [UNANIMOUS]</p> <p>MOVER: Susan Mauriello, Board Member</p> <p>SECONDER: Martin Bernal, Board Member</p> <p>AYES: Bernal, Goldstein, Weiss (Alternate), Mauriello</p>

8. ADJOURNMENT

The Libraries Facilities Financing Authority (LFFA) adjourned at 6:10 p.m. to the Regular Meeting on Thursday, June 2, 2016 at 9:00 a.m. at the Downtown Branch Meeting Room located at 224 Church St., Santa Cruz, CA 95060.

ATTEST: _____
 Helga Smith, Clerk of the Board

All documents referred to in these minutes are available in the Santa Cruz Public Libraries – Library Headquarters Office, 117 Union Street, Santa Cruz.

STAFF REPORT



**SANTA CRUZ
PUBLIC LIBRARIES**
Libraries Facilities
Financing Authority

AGENDA: June 2, 2016
DATE: May 24, 2016
TO: Board of Directors
FROM: Rich Hill, Interim Executive Director
SUBJECT: Ordinance Levying Special Taxes

RECOMMENDATION

Approve the first reading of the Ordinance Levying Special Taxes, and direct staff to place the ordinance on the regular meeting agenda of July 28, 2016 for its final reading and consideration for adoption.

BACKGROUND

This Board took the following actions to define an area to be subject to a special tax for the general purpose of funding library improvements:

- By resolution formed Santa Cruz Libraries Financing Authority Community Facilities District No. 2016-1 (CFD).
- Adopted a resolution Determining the Necessity to Incur Bonded Indebtedness and Other Indebtedness, and Resolution Calling Special Election.
- Adopted the Resolution of Formation establishing a tax formula to be approved by voters.

DISCUSSION

Subject to the approval by the affirmative vote of more than 2/3rds of the votes cast in the special election, this ordinance, once approved, authorizes the levies of the Special Taxes within the boundaries of the CFD. Should the voters approve the Special Tax, bonds can then be issued, secured by the Special Tax revenue, to fund the library improvements, allowing the tax to be assessed during the 2016-2017 tax year. The Special Tax has a maximum 30 year duration.

In order to be timely in the implementation of this Special Tax, the ordinance must receive its second and final reading (approval/passage) before August 10, 2016. This second reading is scheduled for the regular meeting of July 28, 2016. Should the ordinance pass then staff will publish the ordinance within 15 days as prescribe in the Government Code. Next steps, if the election is successful are: 1) NBS completion of the development of tax procedures; 2) adoption of resolution declaring election results; 3) record Notice of Special Tax Lien with the County.

Prepared and approved by:
Richard Hill, Interim Executive Director.

Attachment

1. Ordinance Levying Special Taxes

Attachment

Ordinance Levying Special Taxes

ORDINANCE LEVYING SPECIAL TAXES

**SANTA CRUZ LIBRARIES FACILITIES FINANCING AUTHORITY
Community Facilities District No. 2016-1**

WHEREAS, on February 4, 2016, this Board (the "Board") of the Santa Cruz Libraries Facilities Financing Authority (the "Authority") adopted a resolution entitled "Resolution of Formation of Community Facilities District" (the "Resolution of Formation"), ordering the formation of the "Santa Cruz Libraries Facilities Financing Authority Community Facilities District No. 2016-1" (the "CFD"), authorizing the levy of a special tax on property within the CFD and preliminarily establishing an appropriations limit for the CFD, all pursuant to the Mello-Roos Community Facilities Act of 1982, Chapter 2.5 of Part 1 of Division 2 of Title 5, commencing with Section 53311, of the California Government Code (the "Act"); and

WHEREAS, this Board has also adopted a resolution entitled "Resolution Determining the Necessity to Incur Bonded and Other Indebtedness" (the "Resolution Determining Necessity"), determining the necessity to incur bonded indebtedness and other debt (as defined in the Act) in the maximum aggregate principal amount of \$67,000,000 upon the security of the special tax to be levied within the CFD pursuant to the Act; and

WHEREAS, under the Resolution of Formation and the Resolution Determining Necessity, and a "Resolution Calling Special Election" (the "Election Resolution"), the propositions of the levy of the special tax, the establishment of the appropriations limit and the incurring of the bonded indebtedness or other debt (as defined in the Act) will be submitted to the qualified electors of the CFD as required by the Act.

WHEREAS, under the Election Resolution, which is by this reference incorporated herein, the special election will be held in the CFD on June 7, 2016 by the Santa Cruz County Clerk (the "Special Election").

WHEREAS, this Board now wishes to initiate the completion of proceeding for the levy of special taxes within the CFD, which shall be conditioned on the approval, by an affirmative vote of more than 2/3rds of the votes cast at the Special Election, of the propositions set forth above.

NOW, THEREFORE, IT IS ORDAINED, by the Board of the Santa Cruz Libraries Facilities Financing Authority, as follows:

1. **Special Tax Levy.** By the passage of this Ordinance, following the approval by the affirmative vote of more than 2/3rds of the votes cast at the Special Election, the Board hereby authorizes and levies Special Taxes within the CFD pursuant to the Act, at the rate and in accordance with the formula set forth in the Resolution of Formation, the provisions of which are hereby incorporated herein. Subject to other orders of this Board, the Special Taxes are hereby levied for a period of 30 years commencing in Fiscal Year 2016-17. Unless otherwise specified by resolution of this Board, no further ordinances or resolutions shall be required under the Act to cause of the levy of the Special Taxes in any fiscal year.

2. **Annual Determination of Levy.** The Treasurer of the Authority is hereby authorized and directed each fiscal year to determine or cause to be determined the Special Taxes and amount to be levied for the next ensuing fiscal year for each parcel of real property within the CFD, in the manner and as provided in the Resolution of Formation.

3. **Maximum Special Tax.** In no event shall the Special Taxes be levied on any parcel within the CFD in excess of the maximums specified in the Resolution of Formation.

4. **Special Tax Collections.** All of the collections of the special tax shall be used as provided for in the Act and in the Resolution of Formation including, but not limited to, the payment of costs of providing the Facilities, the payment of principal and interest on any Bonds, the replenishment of any reserve fund for the Bonds, the payment of the costs of the Authority in administering the CFD, and the costs of collecting and administering the special tax.

5. **Manner of Collection.** The Special Taxes shall be collected in the same manner as ordinary ad valorem taxes are collected by the County of Santa Cruz and shall have the same lien priority, and be subject to the same penalties and the same procedure and sale in cases of delinquency as provided for ad valorem taxes; provided, however, that the Board may provide for other appropriate methods of collection by resolutions of the Board. In addition, the provisions of Section 53356.1 of the Act shall apply to delinquent special tax payments. The Treasurer of the Authority is hereby authorized and directed to provide all necessary information to the Auditor/Controller/Treasurer/Tax Collector of the County of Santa Cruz in order to effect proper billing and collection of the Special tax, so that the special tax shall be included on the secured property tax roll of the County of Santa Cruz for each fiscal year until otherwise directed by the Authority.

6. **Severability.** If for any reason any portion of this ordinance is found to be invalid, or if the special tax is found inapplicable to any particular parcel within the CFD, by a court of competent jurisdiction, the balance of this ordinance and the application of the special tax to the remaining parcels within the CFD shall not be affected.

7. **Publication.** The Secretary shall cause this Ordinance to be published in accordance with Section 25124(a) and 25124(b)(1) of the California Government Code in a newspaper of general circulation published and circulated in the County of Santa Cruz, and is authorized and directed to cause a summary of the ordinance to be used for such publication.

8. **Effective Date.** This adoption of this Ordinance shall be conditioned on the approval, by an affirmative vote of more than 2/3rds of the votes cast at the Special Election, of the propositions set forth above, and shall take effect 30 days from the date of final passage.

INTRODUCED on June 2, 2016, upon motion of Director _____,

seconded by Director _____, and on the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAINING:

ATTEST:

Board Chair

Secretary

PASSED AND ADOPTED on July 28, 2016, upon motion of Director _____, seconded by Director _____, and on the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAINING:

ATTEST:

Board Chair

Secretary