

Chair: Jamie Goldstein  
Vice Chair: Martin Bernal  
Board Member: Jenny Haruyama  
Board Member: Susan Mauriello



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

**REGULAR BOARD MEETING**

**THURSDAY, DECEMBER 1, 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, Jenny Haruyama, 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

**6. COMMENTS BY BOARD MEMBERS**

**7. CONSENT CALENDAR**

A. Approve Minutes of the November 3, 2016 Board Meeting  
RECOMMENDED ACTION: Approve Minutes (PG.3-4)

B. Reconsider revised Minutes of September 1, 2016.  
RECOMMENDED ACTION: Approve revised Minutes. (PG.5-7)

*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.*

## **8. GENERAL BUSINESS**

*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.*

### **A. LFFA Joint Agreement**

**RECOMMENDED ACTION:** Review Draft Agreement and Changes (PG.8) (Handout)

## **9. ADJOURNMENT**

Adjourned to a Regular Meeting of the Libraries Facilities Financing Authority (LFFA) to be held on Thursday, January 12, 2016 at 9:00 a.m. at the Downtown Branch Meeting Room located at 224 Church St. Santa Cruz, CA 95060.

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](mailto:library_admin@santacruzpl.org).

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

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

**REGULAR MEETING MINUTES  
THURSDAY, NOVEMBER 3, 2016  
9:00 A.M.**

**1. ROLL CALL**

**PRESENT:** Chair Jamie Goldstein, Vice Chair Martin Bernal, Jenny Haruyama, Susan Mauriello

**STAFF:** Library Director Susan Nemitz

**2. ADDITIONAL MATERIALS**

None

**3. ADDITIONS AND DELETIONS TO AGENDA**

The Agenda of November 3, 2016 was approved by consensus.

**4. ORAL COMMUNICATION**

None

**5. EXECUTIVE DIRECTOR REPORT**

A. Report of Executive Director  
None

**6. CONSENT CALENDAR**

A. Approve Minutes of the September 1, 2016 Board Meeting  
B. Approve NBS 2016/17 Annual Report (CFD No. 2016-1)

**RESULT:** A. APPROVED MINUTES OF SEPTEMBER 1, 2016  
B. APPROVED NBS 2016/17 ANNUAL REPORT (CFD NO. 2016-1)  
[UNANIMOUS]

**MOVER:** Jenny Haruyama, Board Member

**SECONDER:** Susan Mauriello, Board Member

**AYES:** Bernal, Goldstein, Haruyama, Mauriello

**7. GENERAL BUSINESS**

- A. December 1, 2016 Board Meeting - change of scheduled time and location from 6:00 pm Boulder Creek to 9:00 am Downtown Branch.

**RESULT: APPROVED THE CHANGE OF SCHEDULED TIME AND LOCATION FROM 6:00PM AT BOULDER CREEK BRANCH TO 9:00 AM AT THE DOWNTOWN BRANCH. [UNANIMOUS]**

**MOVER: Martin Bernal, Vice Chair**

**SECONDER: Jenny Haruyama, Board Member**

**AYES: Bernal, Goldstein, Haruyama, Mauriello**

**8. ADJOURNMENT**

The Libraries Facilities Financing Authority (LFFA) adjourned at 9:07 a.m. to the Regular Meeting on Thursday, December 1, 2016 at 9:00 a.m. at the Downtown Branch Meeting Room located at 224 Church St., Santa Cruz, CA 96060.

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.

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

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

**REGULAR MEETING MINUTES  
THURSDAY, SEPTEMBER 1, 2016  
9:00 A.M.**

**1. ROLL CALL**

**PRESENT:** Chair Jamie Goldstein, Vice Chair Martin Bernal, Jenny Haruyama, Susan Mauriello

**STAFF:** Interim Executive Director Rich Hill; Library Director Susan Nemitz

**2. ADDITIONAL MATERIALS**

None

**3. ADDITIONS AND DELETIONS TO AGENDA**

The Agenda of September 1, 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 July 28, 2016 Board Meeting  
B. Approve Contract with NBS in the amount of \$8,500 for services relating to rectifying the dwelling unit count within the Community Facilities District boundaries.

**RESULT:**      **A. APPROVED MINUTES OF JULY 28, 2016  
B. APPROVED CONTRACT WITH NBS IN THE AMOUNT OF \$8,500  
FOR SERVICES RELATING TO RECTIFYING THE DWELLING UNIT  
COUNT WITHIN THE COMMUNITY FACILITIES DISTRICT  
BOUNDARIES. [UNANIMOUS]**

**MOVER:**        **Jenny Haruyama, Board Member**

**SECONDER:**   **Susan Mauriello, Board Member**

**AYES:**         **Bernal, Goldstein, Haruyama, Mauriello**

**7. GENERAL BUSINESS**

- A. Presentation of the LFFA Fiscal Year 2016-2017 Budget for adoption.

**RESULT:** That we pay the administrative costs in three installments as proposed in the budget;

that we report back in January on the status of the financial transactions as recommended by the auditor;

that we fix the typographical errors on page 23;

that we fix the year references on page 25 to reflect the proper years in which the expenditures will occur;

that we adjust the revenue estimate by \$165,000 increasing it accordingly including the distributions across the 3 years;

and that we allocate the \$165,000 to the Library's fund balance.

Motion Failed [2 to 2]

**MOVER:** Susan Mauriello, Board Member

**SECONDER:** Jenny Haruyama

**AYES:** Haruyama, Mauriello

**NAYES:** Bernal, Goldstein

**RESULT:** Adopted the budget excluding \$165,436 at this time and revisited paying for that amount in January or February 2017.

Motion Failed [3 to 1]

**MOVER:** Jenny Haruyama, Board Member

**SECONDER:** Susan Mauriello, Board Member

**AYES:** Bernal, Haruyama, Goldstein

**NAYES:** Mauriello

- RESULT:** APPROVED THE LFFA BUDGET AS PRESENTED WITH THE FOLLOWING CHANGES:
1. APPROVED THE SCHEDULE OF PAYMENTS IN ACCORDANCE WITH THE TEETER PLAN IN JANUARY, APRIL AND JUNE.
  2. DIRECTED STAFF TO PRESENT AN UPDATE TO THE BOARD ON THE FINANCIAL STATUS OF THE LFFA IN JANUARY, 2017.
  3. DIRECTED STAFF TO CORRECT LANGUAGE ON PAGE 23: REPLACE "CITY OF S.C. AND COUNTY OF S.C." WITH "MEMBER AGENCIES" IN THE PENULTIMATE PARAGRAPH.
  4. DIRECTED STAFF TO CORRECT TITLE IN LAST PARAGRAPH "TREASURER-CONTROLLER".
  5. DIRECTED STAFF TO ADD ITEM "H" ON PAGE 34 AS FOLLOWS: "THE PRACTICES SHALL BE INTERPRETED IN COMPLIANCE WITH THE PROVISIONS OF THE JPA WHICH IS IN FULL FORCE AND EFFECT AND SUPERCEDES ANY PROCEDURES WHICH CONFLICT AND SHALL BE IN ACCORDANCE WITH ANY APPLICABLE LAWS".
  6. APPROVED THE LFFA BUDGET TAX REVENUE SCHEDULE WITH AN AMENDMENT THAT RESERVES/RETAINS \$165,436 IN THE REVENUE ACCOUNT AND REDUCES THE AMOUNTS TO THE JURISDICTIONS BY THE TOTAL OF \$165,436 DIVIDED AMONG THE JURISDICTIONS BY THE PERCENTAGES REFLECTED IN THE TAX DISTRIBUTION SCHEDULE (PER THE JPA), AND REFLECTING THE ADJUSTED AMOUNTS BY DATE.
  7. APPROVED THE LFFA REIMBURSEMENT OBLIGATIONS TO THE LIBRARY JPA ADJUSTING THE AMOUNTS TO PLACE THEM, IN THE CORRECT FISCAL YEAR, AS OUTLINED BY THE STAFF. [UNANIMOUS]

**MOVER:** Susan Mauriello, Board Member  
**SECONDER:** Jamie Goldstein, Chair  
**AYES:** Bernal, Haruyama, Mauriello, Goldstein

## 8. ADJOURNMENT

The Libraries Facilities Financing Authority (LFFA) adjourned at 10:08 a.m. to the Regular Meeting on Thursday, October 6, 2016 at 6:00 p.m. at the Scotts Valley Branch Library located at 251 Kings Village Rd., Scotts Valley, CA 95066.

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

DATE: December 1, 2016  
TO: Libraries Facilities Financing Authority  
FROM: Susan Nemitz, Library Director  
RE: Review Draft Agreement and Changes

### RECOMMENDATION

Begin a review process of the LFFA draft agreement and resultant changes to the LJPA agreement.

### SUMMARY

Update on LFFA agreement

### DISCUSSION

Begin a review process of the LFFA agreement. A handout of the draft agreement will be available at the Board meeting on Thursday, December 1, 2016.