

PUBLIC ADVISORY REGARDING COVID-19 AND PUBLIC PARTICIPATION

Consistent with Executive Order No. N-29-20 issued by Governor Newsom on March 17, 2020, and the County of Santa Cruz Health Services Agency Shelter In Place Public Health Order dated March 31, 2020, the regular meetings of the:

LIBRARIES FACILITIES FINANCING AUTHORITY (LFFA) AND THE LIBRARY JOINT POWERS AUTHORITY (LJPA) BOARD ON THURSDAY, DECEMBER 3 2020 AT 9:00 AM

This meeting will be held via Zoom teleconference ONLY

Board Members and Library Staff Members will be participating remotely via videoconference.

Public Participation:

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.

For those wishing to participate via Zoom you can join from a PC, Mac, iPad, iPhone or Android device:

Please click the link below to join the webinar:

<https://zoom.us/j/99226555978>

Or iPhone one-tap :

US: +16699006833,,99226555978# or +12532158782,,99226555978#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free) or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free)

Slowly enter the Webinar ID: 992 2655 5978

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

International numbers available: <https://zoom.us/j/99226555978>

How to comment on agenda items via email before the meeting:

Members of the public may provide public comment by sending comments via email to the Library Board Clerk at 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.
- Each emailed comment will be read aloud for up to three minutes.
- Emails received by clerk@santacruzpl.org outside of the comment period outlined above will not be included in the record.

How to comment on agenda items via Zoom, during the meeting and prior to the close of public comment on an item:

- Using the Q&A feature of the Zoom teleconference participant panel identify the agenda item and then type your comment. (For example: "Item #2 - I think this plan is an excellent use of resources")

How to comment on agenda items via telephone, during the meeting and prior to the close of public comment on an item:

- Call 831-427-7713
- Identify the agenda item
- The representative will type your comment
- Your comment will be read aloud

How to comment on agenda items via Zoom. during the meeting and prior to the close of public comment on an item:

- You may ask your question aloud, by raising your hand during the comment period for that item and the moderator will call on you using your name or the last 3 digits of your phone number.
- You will have three minutes of speaking time.
- If you are accessing the meeting using your telephone, press *9 to raise your hand.
- If you are accessing the meeting using the Zoom url, use the raise hand feature in Zoom.
- To comment via open mic, Press *9 - to raise your hand. The moderator will announce your name or last three digits of your phone number when it is your turn. *6 - Toggle the mute/unmute.

Chair Jamie Goldstein
Vice Chair Martin Bernal
Board Member Tina Friend
Board Member Carlos Palacios



SANTA CRUZ LIBRARIES FACILITIES FINANCING AUTHORITY (LFFA)
REGULAR BOARD MEETING
THURSDAY DECEMBER 3, 2020

9:00 A.M.

1. CALL TO ORDER / ROLL CALL

Board Members Jamie Goldstein, Carlos Palacios, Martin Bernal and Tina Friend

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. Director's Report for December (PG.6-7)

6. PROJECT UPDATES AND COMMENTS BY BOARD MEMBERS

7. CONSENT CALENDAR

- A. Consider the August 6, 2020 LFFA Board Meeting Minutes
Staff Recommendation: Approve Board Meeting Minutes (PG.8-10)
- B. Accept Letter from Brown Armstrong CPAs to Libraries Facilities Financing Authority
Staff Recommendation: Accept Letter from Brown Armstrong CPAs (PG.11-12)
- C. Special Tax Bond Quarterly Financial Statement as of September 30, 2020
Staff Recommendation: Accept and File the attached statements of the CFD No. 2016-1 as of September 30, 2020 (PG.13-15)

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. 2019-2020 Community Facilities District Reports
Staff Recommendation: Accept and File the Annual Community Facilities District Reports for the FY ended June 30, 2020. (PG.16-25)
- B. Proposed Annual Meeting Schedule for 2021
Staff Recommendation: Adopt Proposed Annual Meeting Schedule 2021 (PG.26-27)

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.

9. SCHEDULED UPCOMING MEETINGS

February 4, 2021	Virtual Meeting	Anticipated Upcoming Agenda Items
9:00 am		2 nd Qtr. Reports

10. ADJOURNMENT

Adjourned to a Regular Meeting of the Libraries Facilities Financing Authority (LFFA) to be held on Thursday February 4, 2021 at 9:00 a.m. 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 (831)427-7706 at least five days in advance so that we can arrange for such special assistance, or email library_admin@santacruzpl.org

December 2020



Library Director's Report to the LFFA

Aptos

The Design Committee developed a recommendation that was presented to the community (virtually) in September. The design was well received with a few important critiques. Interior colors and fabrics/surfaces have been selected. Construction documents are under development and permitting has begun. Construction will begin in Summer 2021 and the branch should open at the end of 2022.

Boulder Creek

The Boulder Creek Branch has been emptied and the facility was turned over to the Construction Company in the last week.

Branciforte

Permits have been submitted to the City. The Library will begin to empty the facility in the next month. Bidding should take place this fall, selection of the construction company in January and construction will begin in early 2021. The remodeled library should open in early 2022.

Capitola

PG&E was able to relocate the high voltage ground line on October 24. The roof overhang is under construction. Installation of siding and other exterior finishes are being completed. Grand Opening is expected in early 2021.



Downtown

The Santa Cruz City Council elected to move forward with the Mixed-Use Downtown Library Project and award Phase 1 of the contract to Griffin Structures Inc. in a 4-2 vote, on October 28.

The council expressed interest in Griffin Structures' 40 years of experience in similar projects. It has worked on projects such as libraries, affordable housing and parking. It has also done projects locally. Griffin Structures was contracted to work on the Half Moon Bay and Watsonville libraries.

Felton

County staff continues to finalize closeout documents but will still need to resolve some stormwater and traffic mitigation issues

Garfield

Permits have been submitted to the City. The Library will begin to empty the facility in the next month. Bidding should take place this fall, selection of the construction company in January and construction will begin in early 2021. The remodeled library should open in late 2021.

La Selva Beach

Construction continues. The Grand Opening is expected in early 2021.

Live Oak

Construction documents have been completed. When construction begins, the branch will remain open with a few interruptions. The remodel should be complete in the spring of 2021.

Live Oak Annex

A team is completing the design development package. Construction documents and permitting will occupy most of winter. Construction is expected to begin in the summer 2021. The project should be complete by summer of 2022.

Scotts Valley

The roof is being repaired and a new HVAC system installed. The Library needed to temporarily close during this process and reopened on November 16.

Chair Jamie Goldstein
Vice Chair Martin Bernal
Board Member Tina Friend
Board Member Carlos Palacios



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

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

Virtual Meeting

**REGULAR MEETING MINUTES
THURSDAY AUGUST 6, 2020
9:00 A.M.**

1. ROLL CALL

PRESENT: Tina Friend, Carlos Palacios, Steve Jesberg and Martin Bernal
STAFF: Library Director Susan Nemitz, Assistant Director Eric Howard

2. ADDITIONAL MATERIALS

None

3. ADDITIONS AND DELETIONS TO AGENDA

The Agenda of August 6, 2020 was approved by consensus.

4. ORAL COMMUNICATIONS

None

5. EXECUTIVE DIRECTOR REPORT

A. Library Director's Report – August 2020

Library Director Susan Nemitz reported on the recent activities of the libraries highlighting the progress with building projects.

6. PROJECT UPDATES AND COMMENTS BY BOARD MEMBERS

Director Friend reported that SV improvements are underway and moving ahead.
Vice Chair Bernal reported that the Santa Cruz City Council approved the mixed-used building project which will include a new library facility.

7. CONSENT CALENDAR

RESULT: APPROVED CONSENT CALENDAR

- A. Approved Minutes of June 4, 2020**
 - B. Audit Report of 2018-19 and 2019-20 LFFA CFD levy amounts**
 - 1. Accepted the attached NBS Audit Report of the Santa Cruz LFFA's Community Facilities District No.2016-1 (the "LFFA CFD") dated February 2020;**
 - 2. Requested that NBS include any under-levied amounts identified in the audit, combining those amounts along with the new 2020-21 levy amounts, on the 2020-21 tax levy file and that they provide the modified file to the Santa Cruz County Auditor-Controller by the August 10, 2020 deadline or shortly thereafter if an extension is granted;**
 - 3. Authorized the LFFA to issuance refund checks of all over-levied amounts as soon as it is administratively possible;**
 - 4. Directed the LFFA Executive Director, in collaboration with the LFFA Treasurer-Controller, to invoice NBS for the check issuance changes in the amount of \$15 per check.**
 - C. Approved three-year agreement with Brown Armstrong, CPAs in the annual amount of \$4,980, resulting in a total cost of \$14,940, for audit related services for FYs 2019-20, 2020-21 and 2021-22, and authorized the Chair of the Board of Directors to sign the agreement.**
 - D. Accepted and filed Special Tax Bond Quarterly Financial Statements.**
- [UNANIMOUS]**

MOVER: Tina Friend
SECONDER: Carlos Palacios
AYES: Friend, Jesberg, Bernal, Palacios

8. GENERAL BUSINESS

None

9. ADJOURNMENT

The Libraries Facilities Financing Authority (LFFA) adjourned at 9:10 a.m. to the Regular Meeting on Thursday October 1, 2020 at 6:00 p.m. via Zoom teleconference.

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.

BROWN
ARMSTRONG

CERTIFIED
PUBLIC
ACCOUNTANTS

**BAKERSFIELD OFFICE
(MAIN OFFICE)**

4200 TRUXTON AVENUE
SUITE 300
BAKERSFIELD, CA 93309
TEL 661.324.4971
FAX 661.324.4997
EMAIL info@bacpas.com

FRESNO OFFICE

10 RIVER PARK PLACE EAST
SUITE 208
FRESNO, CA 93720
TEL 559.476.3592

STOCKTON OFFICE

1919 GRAND CANAL BLVD
SUITE C6
STOCKTON, CA 95207
TEL 888.565.1040

WWW.BACPAS.COM

REGISTERED with the Public Company
Accounting Oversight Board and
MEMBER of the American Institute of
Certified Public Accountants

BROWN ARMSTRONG

Certified Public Accountants

Board of Directors of
Santa Cruz Libraries Facilities Financing Authority
Santa Cruz, California

We are engaged to audit the financial statements of the governmental activities and the general fund information of Santa Cruz Libraries Facilities Financing Authority (the Authority) for the year ended June 30, 2020. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibilities under Auditing Standards Generally Accepted in the United States of America and Government Auditing Standards

As stated in our engagement letter dated September 1, 2020, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we will consider the internal control of the Authority. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of the Authority's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit.

Accounting principles generally accepted in the United States of America provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the Budgetary Comparison Schedule – General Fund, which supplements the basic financial statements, is to apply certain limited procedures in accordance with auditing standards generally accepted in the United States of America. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

Planned Scope, Timing of the Audit, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

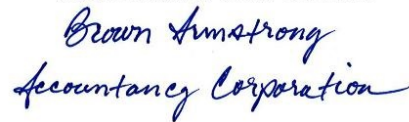
Our audit will include obtaining an understanding of the Authority and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Authority or to acts by management or

employees acting on behalf of the Authority. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We expect to begin our audit on approximately October 5, 2020, and issue our report on approximately December 31, 2020. Lindsey McGuire is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of Board of Directors and management of the Authority and is not intended to be, and should not be, used by anyone other than these specified parties.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

A handwritten signature in blue ink that reads "Brown Armstrong" on the first line and "Accountancy Corporation" on the second line, written in a cursive style.

Bakersfield, California
September 1, 2020

STAFF REPORT

AGENDA: December 3, 2020
DATE: November 16, 2020
TO: Board of Directors
FROM: LFFA Treasurer-Controller
SUBJECT: Special Tax Bond Quarterly Financial Statements as of September 30, 2020

RECOMMENDATION

Accept and file the attached financial statements of the Community Facilities District No. 2016-1 as of September 30, 2020.

DISCUSSION

The attached statements provide your Board with a summary of the activity and balances for funds held in trust at Bank of New York as well as an accounting of distributions including special tax distributions as of September 30, 2020.

Special tax distributions are made after taxes are collected in December and April, therefore there have been no new special tax distributions since June 30, 2020.

The 2017 Special Tax Bond was sold in June 2017 and according to IRS regulations, the funds must be spent within three years. Emphasis should be placed on drawing down those funds to meet this requirement.

Attachment # 1 - Member Distribution Summary

Attachment # 2 - Improvement Fund Activity and Balances of Member Accounts
Held in Trust of Bank of New York

Attachment #1

**Santa Cruz Libraries Facilities Financing Authority
Community Facilities District No. 2016-1
Member Distribution Summary
As of September 30, 2020**

Member	Authorized Distribution Amount	Bond Proceeds Distributed	Special Tax Distribution	Total Distributions	Balance to Distribute
City of Capitola	\$ 10,000,000	\$ 9,358,148	\$ 641,852	\$ 10,000,000	\$ 0
City of Santa Cruz	31,250,000	500,449	7,505,322	8,005,771	23,244,229
City of Scotts Valley	3,750,000	2,594,449	826,569	3,421,018	328,982
County of Santa Cruz	32,500,000	28,497,788	4,002,212	32,500,000	0
Total	\$ 77,500,000	\$ 40,950,834	\$ 12,975,954	\$ 53,926,788	\$ 23,573,212

Santa Cruz Libraries Facilities Financing Authority
Community Facilities District No. 2016-1
2017 & 2020 Special Tax Bonds
Improvement Fund Activity and Balances of Member Accounts Held in Trust at Bank of New York
As of September 30, 2020

Summary of activity and account balances of bond funds held in trust at Bank of New York

Description	Santa Cruz Cnty	Santa Cruz City	Capitola	Scotts Valley	Total
2017 Bonds					
Proceeds	\$ 13,100,000.00	\$ 500,000.00	\$ 7,526,447.00	\$ 500,000.00	\$ 21,626,447.00
Excess Cost of Issuance	11,756.08	448.70	6,754.33	448.70	19,407.81
Interest	464,992.10	22,718.85	263,490.15	23,470.68	774,671.78
Available funds	13,576,748.18	523,167.55	7,796,691.48	523,919.38	22,420,526.59
Drawdowns	(12,316,506.30)	(508,790.44)	(7,796,691.48)	(55,858.00)	(20,677,846.22)
Current balance 2017 Bonds	1,260,241.88	14,377.11	-	468,061.38	1,742,680.37
2020 Bonds					
Proceeds	15,386,032.00	-	1,824,947.00	2,094,000.00	19,304,979.00
Excess Cost of Issuance	-	-	-	-	-
Interest	6,143.55	-	661.79	835.84	7,641.18
Available funds	15,392,175.55	-	1,825,608.79	2,094,835.84	19,312,620.18
Drawdowns	-	-	(1,825,608.79)	-	(1,825,608.79)
Current balance 2020 Bonds	15,392,175.55	-	-	2,094,835.84	17,487,011.39
September 30, 2020 Balance at BNY:	\$ 16,652,417.43	\$ 14,377.11	\$ -	\$ 2,562,897.22	\$ 19,229,691.76

*Balances tied to funds held in trust at Bank of New York as of report date.

STAFF REPORT

AGENDA: December 3, 2020
DATE: November 16, 2020
TO: Board of Directors
FROM: LFFA Treasurer-Controller
SUBJECT: 2019-20 Community Facilities District Reports

RECOMMENDATION

Accept and file the Annual Community Facilities District Reports for the fiscal year ended June 30, 2020.

DISCUSSION

Per the Joint Community Facilities Agreement, paragraph 4, Annual Reporting: Each Member shall, no later than 90 days after the end of the Member's fiscal year, file with the Authority a written report (the "Annual CFD (Community Facilities District) Report") containing the following information for the prior fiscal year:

- i. The amount of Bond proceeds received and expended during such fiscal year, any cash balance of Bond proceeds remaining on hand at the end of such fiscal year, and a summary of the Facilities for which Bond proceeds were expended.
- ii. The amount of Special Taxes received and expended during such fiscal year, any cash balance of Special Taxes remaining on hand at the end of such fiscal year, and a summary of the Facilities for which Special Taxes were expended.

The Annual CFD Reports for the fiscal year ended June 30, 2020 are provided as attached:

Attachment #1	City of Santa Cruz
Attachment #2	City of Capitola
Attachment #3	City of Scotts Valley
Attachment #4	County of Santa Cruz

Annual Community Facilities District Report
 Proceeds and Expenditures of
 Library Facilities Financing Authority Bond and Special Tax Revenue
 For the City of Santa Cruz, CA
 Fiscal Year Ended June 30, 2020

Attachment #1

This report is prepared pursuant to the Santa Cruz Libraries Facilities Financing Authority Joint Exercise of Powers Agreement, paragraph 4: Annual Reporting, dated January 6, 2017; which requires each member to file with the Authority a written report (the "Annual CFD Report") containing the following information for the prior fiscal year:

- i. The amount of Bond proceeds received and expended during the fiscal year, any cash balance of Bond proceeds remaining on hand at the end of the fiscal year and a summary of the Facilities for which Bond proceeds were expended.
- ii. The amount of Special Taxes received and expended during the fiscal year, any cash balance of Special Taxes remaining on hand at the end of the fiscal year and a summary of the Facilities for which Special Taxes were expended.

	On hand July 1, 2019	Received	Expended	On hand June 30, 2020
Proceeds from Bonds				
Branciforte Library	\$ -	\$ 174,007.49	\$ 164,692.14	\$ 9,315.35
Downtown Library	-	207,245.00	112,245.00	\$ 95,000.00
Garfield Park Library	-	127,537.95	103,409.86	\$ 24,128.09
Total Proceeds from Bonds	\$ -	\$ 508,790.44	\$ 380,347.00	\$ 128,443.44
Special Taxes				
Unallocated	\$ 5,055,737.68	\$ 2,250,101.31	\$ -	\$ 7,305,838.99
Branciforte Library	-	-	-	-
Downtown Library	-	-	-	-
Garfield Park Library	-	-	-	-
Total Special Taxes	\$ 5,055,737.68	\$ 2,250,101.31	\$ -	\$ 7,305,838.99

Note 1: A portion of the special taxes has not yet been allocated to the individual branches.

I certify that to the best of my knowledge and belief that the representations contained in this report are true and accurate.


 Martín Bernal, City Manager

Proceeds of bonds are held in trust at the Bank of New York Mellon.

Special Taxes are collected and distributed to members of the Authority by the Treasurer twice annually in January and June, or as soon as practical upon receipt.

Facilities Projects Summary

Branciforte Branch Library – 230 Gault St., Santa Cruz, CA 95062

Upgrades to the existing building including but not limited to: electrical, plumbing, telecom, interior finishes, and building exteriors.

Downtown Branch Library – 224 Church St., Santa Cruz, CA 95060

Design, permitting, and construction of a new or remodel of the old branch library, associated on and off-site improvements, utilities, furniture, fixtures, and equipment.

Garfield Park Branch Library – 705 Woodrow Ave., Santa Cruz, CA 95060

Upgrades to the existing building including but not limited to: electrical, plumbing, fire sprinkler, telecom, interior finishes, and building exteriors.

Proceeds of bonds are held in trust at the Bank of New York Mellon.

Special Taxes are collected and distributed to members of the Authority by the Treasurer twice annually in January and June, or as soon as practical upon receipt.

**Annual Community Facilities District Report
 Proceeds and Expenditures of
 Library Facilities Financing Authority Bond and Special Tax Revenue
 For the City of Capitola
 For the fiscal year ended June 30, 2020**

This report is prepared pursuant to the Santa Cruz Libraries Facilities Financing Authority Joint Exercise of Powers agreement, paragraph 4: Annual Reporting, dated January 6, 2017; which requires each member to file with the Authority a written report containing the following information for the prior fiscal year:

1. The amount of Bond proceeds received and expended during the fiscal year, any cash balance of Bond proceeds remaining on hand at the end of the fiscal year and a summary of the Facilities for which Bond proceeds were expended.
2. The amount of Special Taxes received and expended during the fiscal year, any cash balance of Special Taxes remaining on hand at the end of the fiscal year and a summary of the Facilities for which Special Taxes were expended.

	On hand July 1, 2019	Received	Expended	On hand June 30, 2020
Proceeds from Bonds				
CAPITOLA LIBRARY	\$ (388,806.23)	\$ 6,363,487.61	\$ 6,497,033.91	\$ (522,352.53)
Total Proceeds from Bonds:	<u>\$ (388,806.23)</u>	<u>\$ 6,363,487.61</u>	<u>\$ 6,497,033.91</u>	<u>\$ (522,352.53)</u>
Special Taxes				
CAPITOLA LIBRARY	\$ -	\$ 258,992.50	\$ 258,992.50	\$ -
Total Special Taxes:	<u>\$ -</u>	<u>\$ 258,992.50</u>	<u>\$ 258,992.50</u>	<u>\$ -</u>

I certify that to the best of my knowledge and belief that the representations contained in this report are true and accurate.



 Jim Malberg, Finance Director
 City of Capitola

Facilities Project Summary

Capitola Branch Library – 2005 Wharf Road Capitola, CA 95010

Design, permitting and construction of a new branch library of approximately 11,700 square feet.

**Annual Community Facilities District Report
Proceeds and Expenditures of
Library Facilities Financing Authority Bond and Special Tax Revenue
For the City of Scotts Valley
Fiscal Year Ended June 30, 2020**

Attachment #3

This report is prepared pursuant to the Santa Cruz Libraries Facilities Financing Authority Joint Exercise of Powers Agreement, paragraph 4: Annual Reporting, dated January 6, 2017; which requires each member to file with the Authority a written report (the "Annual CFD Report") containing the following information for the prior fiscal year:

- i. The amount of Bond proceeds received and expended during the fiscal year, any cash balance of Bond proceeds remaining on hand at the end of the fiscal year and a summary of the Facilities for which Bond proceeds were expended.
- ii. The amount of Special Taxes received and expended during the fiscal year, any cash balance of Special Taxes remaining on hand at the end of the fiscal year and a summary of the Facilities for which Special Taxes were expended.

	<u>On hand July 1, 2019 (See Note)</u>	<u>Bond Proceeds Received</u>	<u>Expended</u>	<u>On hand June 30, 2020</u>
PROCEEDS FROM BONDS				
Scotts Valley Library	<u>\$ (35,145.00)</u>	<u>\$ 55,858.00</u>	<u>\$ 25,645.94</u>	<u>\$ (4,932.94)</u>
	<u>On hand July 1, 2019</u>	<u>Special Taxes Received</u>	<u>Expended</u>	<u>On hand June 30, 2020</u>
PROCEEDS FROM SPECIAL TAXES				
Scotts Valley Library	<u>\$ 588,997.40</u>	<u>\$ 260,699.90</u>	<u>\$ -</u>	<u>\$ 849,697.30</u>

I certify that to the best of my knowledge and belief that the representations contained in this report are true and correct.

 CITY MANAGER
Name & Title of responsible party

9/28/20
Date

Proceeds of bonds are held in trust at the Bank of New York Mellon.

Special Taxes are collected and distributed to members of the Authority by the Treasurer twice annually in January and June, or as soon as practical upon receipt.

**Annual Community Facilities District Report
Facilities Projects Summary of
Library Facilities Financing Authority Bond and Special Tax Revenue
For the City of Scotts Valley
Fiscal Year Ended 30, 2020**

Attachment #3

Scotts Valley Library - 251 Kings Village Road, Scotts Valley, CA 95066

Design and planning for replacement of the HVAC system, roof repairs, installation of sound attenuation equipment, major building improvements and parking lot improvements.

Painting of exterior deck.

Construction of outside shed for storage.

Proceeds of bonds are held in trust at the Bank of New York Mellon.

Special Taxes are collected and distributed to members of the Authority by the Treasurer twice annually in January and June, or as soon as practical upon receipt.

**Annual Community Facilities District Report
Facilities Projects Summary of
Library Facilities Financing Authority Bond and Special Tax Revenue
For the City of Scotts Valley
Fiscal Year Ended 30, 2020**

Attachment #3

NOTE TO REPORT-

BEGINNING FUNDS ON HAND AT 7/1/2019:

1.	Bond Proceeds beginning funds on hand adjusted to reflect amount expended in prior years - (\$35,145.00)	<u><u>(35,145.00)</u></u>
2.	Special Taxes proceeds beginning funds on hand adjusted to reflect use of Bond Proceeds expended - \$35,145.00	543,771.12 35,145.00
	Special Taxes proceeds beginning funds on hand adjusted to reflect investment earnings - \$10,081.28	<u>10,081.28</u>
		<u><u>588,997.40</u></u>

**Annual Community Facilities District Report
Proceeds and Expenditures of
Library Facilities Financing Authority Bond and Special Tax Revenue
For the County of Santa Cruz
Fiscal Year Ended June 30, 2020**

Attachment #4

This report is prepared pursuant to the Santa Cruz Libraries Facilities Financing Authority Joint Exercise of Powers Agreement, paragraph 4: Annual Reporting, dated January 6, 2017; which requires each member to file with the Authority a written report (the "Annual CFD Report") containing the following information for the prior fiscal year:

- i. The amount of Bond proceeds received and expended during the fiscal year, any cash balance of Bond proceeds remaining on hand at the end of the fiscal year and a summary of the Facilities for which Bond proceeds were expended.
- ii. The amount of Special Taxes received and expended during the fiscal year, any cash balance of Special Taxes remaining on hand at the end of the fiscal year and a summary of the Facilities for which Special Taxes were expended.

	On hand July 1, 2019	Received	Expended	On hand June 30, 2020
Proceeds from Bonds				
APTOS LIBRARY	\$ -	\$ 60,045.60	\$ 60,045.60	\$ -
BOULDER CRK LIBRARY	-	53,127.58	\$ 53,127.58	-
FELTON LIBRARY	-	5,540,978.51	\$ 4,783,128.74	757,849.77
LA SELVA LIBRARY	-	476,764.69	\$ 476,764.69	-
LIVE OAK LIBRARY/PORTOLA	730.49	68,436.75	\$ 68,436.75	730.49
LIVE OAK LIBRARY/ANNEX	-	87,104.37	\$ 87,104.37	-
Total Proceeds from Bonds:	\$ 730.49	\$ 6,286,457.50	\$ 5,528,607.73	\$ 758,580.26
Special Taxes				
UNALLOCATED ¹	\$ 2,070,750.68	\$ 391,862.54	-	\$ 2,462,613.22
APTOS LIBRARY	74,689.80	-	-	74,689.80
BOULDER CRK LIBRARY	61,138.99	-	4,689.28	56,449.71
FELTON LIBRARY	289,872.15	-	-	289,872.15
LA SELVA LIBRARY	58,475.95	-	10,044.37	48,431.58
LIVE OAK LIBRARY/PORTOLA	67,609.79	-	-	67,609.79
LIVE OAK LIBRARY/ANNEX	-	-	10,425.00	(10,425.00)
Total Special Taxes:	\$ 2,622,537.36	\$ 391,862.54	\$ 25,158.65	\$ 2,989,241.25

I certify that to the best of my knowledge and belief that the representations contained in this report are true and accurate.



Nicole Coburn, Acting County Administrative Officer
October 20, 2020

Bond proceeds in this report represent amounts that have been distributed to the County of Santa Cruz by the Libraries Facilities Financing Authority (LFFA). Balance of bond proceeds available are held in trust at the Bank of New York Mellon and distributed to members by the LFFA upon request.

Special Taxes are collected by the LFFA and distributed to members twice annually in January and June, or as soon as practical.

¹Unallocated special taxes have been received by the County but not yet allocated to a County libraries project.

Facilities Projects Summary

Aptos Branch Library – 7695 Soquel Dr. Aptos, CA 95003

Design and permitting of a major renovation and possible addition to existing branch library to include upgrades to the existing building including but not limited to structural, roofing, mechanical, electrical, plumbing, data systems, building interiors and finishes, and site improvements.

Boulder Creek Branch Library – 13390 W. Park Ave. Boulder Creek, CA 95006

Design of accessibility, circulation design, lighting, power, data and utility upgrades, and other interior and site improvements at existing branch library.

Felton Branch Library – Gushee St, Felton, CA 95018

Design, permitting and construction of a new branch library of approximately 9,000 square feet, single story building, associated on and off-site improvements, utilities, furniture, fixtures and equipment.

La Selva Branch Library – 316 Estrella Ave, La Selva Beach, CA 95076

Design, permitting, and renovation of existing branch library including accessibility, mechanical, power and data systems, circulation desk, and other interior and patio improvements, plus furniture, fixtures and equipment.

Live Oak Branch Library – 2380 Portola Drive, Santa Cruz, CA 95062

Design and permitting, as required, of upgrades to existing mechanical system, circulation desk, reference desk and other interior upgrades at existing branch library.

Live Oak Library Annex – 979 17th Avenue, Santa Cruz, CA 95062

Design and permitting of a building addition and renovation of a portion of an existing community center including but not limited to structural, roofing, mechanical, electrical, plumbing and data systems, building interiors and finishes, and site improvements.

Chair Jamie Goldstein
Vice Chair Martin Bernal
Board Member Tina Friend
Board Member Carlos Palacios

STAFF REPORT

DATE: December 3, 2020
TO: Libraries Facilities Financing Authority
FROM: Susan Nemitz, Library Director
RE: Proposed Annual Meeting Schedule 2021

RECOMMENDATION

Adopt Proposed Annual Meeting Schedule 2021

Attachment: Proposed Annual Meeting Schedule



2021 Meeting Dates

Virtual Meetings

LFFA (Libraries Facilities Financing Authority)
Immediately followed by the LJPA (Library Joint Powers Authority)

All are Thursdays

Meeting Date	Time
<u>February 4</u>	<u>9:00 am</u>
<u>March 4</u>	<u>6:00 pm</u>
<u>May 6</u>	<u>9:00 am</u>
<u>June 3</u>	<u>6:00 pm</u>
<u>August 5</u>	<u>9:00 am</u>
<u>October 7</u>	<u>6:00 pm</u>
<u>December 2</u>	<u>9:00 am</u>