

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, JUNE 3 AT 5:00 PM**

**This meeting will be held via Zoom teleconference ONLY**

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

**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:**

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:

Please click the link below to join the webinar:

<https://zoom.us/j/98126363151>

Or One tap mobile :

US: +16699006833,,98126363151# or +13462487799,,98126363151#

Or Telephone:

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

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

Webinar ID: 981 2636 3151

International numbers available: <https://zoom.us/j/98126363151>

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

**There are four ways to comment during meetings. 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 comments via 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.
- 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.

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

- Type your comment using the Q&A feature found on the Zoom teleconference 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 computer audio:***

- Use the “raise hand” icon found on the Zoom teleconference control bar
- The moderator will announce your name or the last 3 digits of your phone number
- 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 Zoom teleconference using telephone audio:***

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

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



**SANTA CRUZ LIBRARIES FACILITIES FINANCING AUTHORITY  
(LFFA)  
REGULAR BOARD MEETING  
THURSDAY JUNE 3, 2021**

**5:00 P.M.**

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

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

**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 May (p.5-6)

**6. PROJECT UPDATES AND COMMENTS BY BOARD MEMBERS**

**7. CONSENT CALENDAR**

- A. Consider the May 6, 2021 LFFA Board Meeting Minutes  
Staff Recommendation: Approve Board Meeting Minutes for May 6 2021 (p.7-9)

*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**

- A. Libraries Facilities Financing Authority Final Budgets for Fiscal Year 2021-2022  
Staff Recommendation: Adopt the Libraries Facilities Financing Authority (LFFA) Final Budgets for Fiscal Year 2021-2022 (p.10-13)

*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**

August 5, 2021	Virtual Meeting	Anticipated Upcoming Agenda Items
9:00 am		<b>Special Tax Bond Quarterly Financial Statements as of June 30</b>

**10. ADJOURNMENT**

Adjourned to a Regular Meeting of the Libraries Facilities Financing Authority (LFFA) to be held on Thursday August 5, 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](mailto:library_admin@santacruzpl.org)

May 2021

## Library Director's Report to the LFFA



### **APTOS: Currently open; Closure and start of construction, June 2021**

The existing 8,000 sf building, built in 1975, will be closed in June for demolition. The new 12,000 sf library will feature flexible community, meeting and study rooms; garden and terrace areas; a local history section; children, teen and adult reading areas; and maximize energy efficiency. Design by Anderson Brule Architects, construction and project management by Bogard Construction. Reopening expected late 2022.



### **BOULDER CREEK: Library closed, Construction is underway**

Interior remodel of the existing one-story library includes new infrastructure (windows, HVAC, plumbing, electrical, and lighting); upgrades throughout to comply with accessibility standards; complete re-do of children's area; community space and meeting room. Design by Jayson Architecture, CRW builders, construction management by Bogard. Reopening in September 2021.



### **BRANCIFORTE (Santa Cruz) Library closed, Construction underway**

Renovation will build on the character of this iconic mid-century building (1967), refreshing the 6,800 sf interior for improved flexibility, function and accessibility with areas for adult reading, children, and teens; community room and outdoor patio; electrical and telecommunication upgrades. Design by Jayson Architecture; JPB Designs builder; construction management by Bogard. Reopening early 2022.



### **CAPITOLA: Construction complete! Grand Opening planned June 12**

The previous temporary facility has been replaced by a stunning new 11,700 sf library -- open and inviting, a hub for community activity with meeting room, expanded children's wing, study and reading rooms, outdoor deck, fireplace and teen space. Construction and solar panels maximize energy efficiency. Design by Noll and Tam, construction by Ott Construction, construction management by Bogard Construction.



### **DOWNTOWN SANTA CRUZ: Current library open; planning underway for new Library Mixed Use Project on Cedar Street**

The Santa Cruz City Council has voted to proceed with a mixed use project at Cedar and Lincoln Street (Lot 4) incorporating a new Downtown Library, at least 50 units of affordable housing, and parking for a maximum of 400 cars. Griffin Structures has been retained as Owners Representative; selection of an affordable housing partner and master Architect/Design team is expected by July. Active community engagement will then proceed on design and features for the new library. In parallel, the city has initiated a re-use visioning process for the current library site, and is working to establish a permanent home for the Farmers' Market. Construction to start 2023, completed 2025.





**FELTON:** Construction completed in 2021; now re-opened after COVID closure

The Felton branch operated for nearly 60 years in a historic church building; charming, but not a modern library. The new 9,000 sf branch opened in Feb. 2020 on 2 acres of nearby land, the first Measure 5 project to be completed. This stunning space includes comfortable reading areas, free computers/WiFi, teen and children’s areas, community room and adjacent discovery park. Teall Messer architect, Noll and Tam interior, Thompson Builders contractor.



**GARFIELD PARK (Santa Cruz):** Library closed, Construction underway

The renovation will bring new life to the historic 2,300 sf Carnegie library building (1915) with refreshed and cohesive design. Features include central seating area around the fireplace, children’s area, a more open plan, better use of windows for natural light, meeting room and refreshed outdoor space. Design by Jayson Architecture, CRW builders, construction management by Bogard. Reopening anticipated in late 2021.



**LA SELVA BEACH:** Open! Renovation completed March 2021.

Renovation included replacement of dilapidated interior finishes plus new lighting, electrical, and mechanical systems. Sliding glass wall between the adult and children’s areas improves acoustics, lighting and flexibility. Lounge seating areas are provided for both children and adults for reading, tutoring and community programs; expanded deck increases usable outdoor space. Jayson Architecture design, C2Builders construction.



**LIVE OAK:** Open; closure expected for a few months in late 2021

The Live Oak Library renovation revitalizes the children’s area, transforming it into an ocean themed learning space. New acoustic wood ceiling and wall treatments, carpeting and redesigned seating are both functional and playful. A custom designed wall serves to separate the children’s collections from an "under-the-sea" inspired reading lounge and homework room. Design by Jayson Architecture.



**LIVE OAK ANNEX**

This will be a new addition to the Simpkins Center providing a classroom and study rooms -- a community learning center to complement existing uses. Design by Noll and Tam; construction documents and permitting being completed. Construction is expected to begin in fall 2021. The project should be complete by fall 2022.



**SCOTTS VALLEY:** Currently Open; closure August 2021, reopen late 2021

This 13,150 sf library was opened in 2011 with design by Group 4, dramatically transforming a previous roller rink with contemporary library features such as flexible space, dedicated areas for children, teens and adults, custom art and seating, community room and courtyard. Needed updates and repairs (seismic retrofits and roof) are now due, requiring a few months closure later this year.

**For more information:**

Santa Cruz Public Libraries: <https://www.santacruzpl.org/>  
Friends of the Santa Cruz Public Libraries: <https://fscpl.org/>  
5.17.21

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



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

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

**Virtual Meeting**

**REGULAR MEETING MINUTES  
THURSDAY MAY 6, 2021  
9:00 A.M.**

**1. ROLL CALL**

**PRESENT:** Tina Friend, Nicole Coburn (Alternate for Carlos Palacios), Jamie Goldstein and Martin Bernal

**STAFF:** Library Director Susan Nemitz, Assistant Director Eric Howard, Edith Driscoll  
Treasurer

**2. ADDITIONAL MATERIALS**

None

**3. ADDITIONS AND DELETIONS TO AGENDA**

The Agenda of May 6, 2021 was approved by consensus.

**4. ORAL COMMUNICATIONS**

NONE

**5. EXECUTIVE DIRECTOR REPORT**

A. Library Director's Report – April 2021

Library Director Susan Nemitz reported on the recent activities of the libraries and the status of facilities.

## 6. PROJECT UPDATES AND COMMENTS BY BOARD MEMBERS

Jamie Goldstein reported on the recent donor event at the new Capitola Branch library which was very successful and enthusiastically received.

## 7. CONSENT CALENDAR

**RESULT: APPROVED CONSENT CALENDAR**

**A. Approved Minutes of March 4, 2021.**

**B. Accepted the attached NBS Annual Report for FY 2020-21 of the Santa Cruz Libraries Facilities Financing Authority's Community Facilities District No. 2016-1 levy amounts.**

**[UNANIMOUS]**

**MOVER: Jamie Goldstein**

**SECONDER: Tina Friend**

**AYES: Friend, Goldstein, Bernal, Coburn**

## 8. GENERAL BUSINESS

A. Proposed Budget for FY 2021-22

Edith Driscoll, Treasurer, presented the Proposed Budgets and clarified a question from Board member Goldstein regarding the City of Capitola's capacity per JPA amendment.

**RESULT: Accepted the Proposed 2021-2022 Libraries Facilities Financing Authority (LFFA) Budgets including the General Fund Proposed Budget and the Debt Service Fund Proposed Budget and recommended placing the approval of the Final Budgets on the June 2021 LFFA agenda. [UNANIMOUS]**

**MOVER: Tina Friend**

**SECONDER: Nicole Coburn**

**AYES: Friend, Goldstein, Bernal, Coburn**



B. Special Tax Bond Quarterly Financial Reports as of March 31, 2021

<b>RESULT:</b>	<b>Accepted and filed the attached financial statements of the Community Facilities District No. 2016-1 as of March 31, 2021. [UNANIMOUS]</b>
<b>MOVER:</b>	<b>Tina Friend</b>
<b>SECONDER:</b>	<b>Nicole Coburn</b>
<b>AYES:</b>	<b>Friend, Goldstein, Bernal, Coburn</b>

Edith Driscoll, Treasurer, explained the financial statements of the CFD and answered questions.

**9. ADJOURNMENT**

The Libraries Facilities Financing Authority (LFFA) adjourned at 9:20 a.m. to the Regular Meeting on Thursday June 3, 2021 at 5:00 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.

## STAFF REPORT

AGENDA: June 3, 2021

DATE: May 18, 2021

TO: Board of Directors

FROM: Edith Driscoll, Libraries Facilities Financing Authority Treasurer-Controller

SUBJECT: Libraries Facilities Financing Authority Final Budgets for Fiscal Year 2021-2022

### RECOMMENDATION

Adopt the Libraries Facilities Financing Authority (LFFA) Final Budgets for Fiscal Year 2021-2022.

### ANALYSIS

The Proposed Fiscal Year 2021-2022 Budgets were presented to your Board on May 6, 2021, for review and discussion. The Final attached Budgets include any changes since that time specifically incorporating modified distribution percentages reflected below. The modification reflects that the City of Capitola and the County of Santa Cruz have received their total authorized distribution amounts and therefore no longer participate in future distributions.

Member	Original Distribution Percentage	Authorized Distribution Amount	Bond Proceeds	Special Tax Distribution	Total Distributions	Balance to Distribute	Modified Distribution Percentage
City of Capitola	12.90%	\$ 10,000,000	\$ 9,358,148	\$ 641,852	\$ 10,000,000	\$ 0	0.00%
City of Santa Cruz	40.32%	31,250,000	500,449	7,505,322	8,005,771	23,244,229	98.65%
City of Scotts Valley	4.84%	3,750,000	2,606,275	826,569	3,432,844	317,156	1.35%
County of Santa Cruz	41.94%	32,500,000	28,497,788	4,002,212	32,500,000	0	0.00%
Total	100.00%	\$ 77,500,000	\$ 40,962,660	\$ 12,975,954	\$ 53,938,614	\$ 23,561,386	

Libraries Facilities Financing Authority  
Budget Summary

2021-22 Adopted Budget

Fund	Description	Total Financing Sources			Total Financing Uses			
		Fund Balance Available June 30, 2021	Decrease to Obligated Fund Balances	Additional Financing Sources	Total Available Financing	Financing Uses	Increase to Obligated Fund Balances	Total Financing Uses
76190	SC LIBRARIES FAC FIN AUTH LFFA	\$ 522,647		\$ 4,435,000	\$ 4,957,647	\$ 4,957,647	\$ -	\$ 4,957,647
76191	SC LIBRARIES FAC FIN-DEBT	\$ 1,262,545		\$ 2,536,627	\$ 3,799,172	\$ 2,219,656	\$ 1,579,516	\$ 3,799,172

Projected allocation of Phase II Bond Proceeds - projections will change as Members receive allocations of tax revenues.

IMPROVEMENT FUNDS HELD FOR AGENCIES AT BNY, TRUSTEE: \*

76192	SCLFFA-COUNTY IMPR	\$ 15,003,036	\$ -	\$ -	\$ 15,003,036	\$ 15,003,036	\$ -	\$ 15,003,036
76193	SCLFFA-CITY SC IMPR	\$ 14,377	\$ -	\$ -	\$ 14,377	\$ 14,377	\$ -	\$ 14,377
76194	SCLFFA-CAPITOLA IMPR	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
76195	SCLFFA-SCOTTS VLY IMPR	\$ 2,180,233	\$ -	\$ -	\$ 2,180,233	\$ 2,180,233	\$ -	\$ 2,180,233
<b>SUBTOTAL IMPRVMT FUNDS HELD AT BNY</b>		\$ 17,197,647	\$ -	\$ -	\$ 17,197,647	\$ 17,197,647	\$ -	\$ 17,197,647
76196	SCLFFA-BNY IMPR INT & COI REF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Libraries Facilities Financing Authority  
 General Fund - 76190  
 Adopted Budget

Fiscal Year: 2021-22

Object Title	2019-20 Actuals	2020-21 YTD Adj Budget	2020-21 YTD Actuals	2020-21 Estimated Actuals	2021-22 Proposed Budget
<b>Fund 76190 -- SC LIBRARIES FAC FIN AUTH LFFA</b>					
<b>GL Key 701300 -- SC LIBRARIES FAC FIN AUTH LFFA</b>					
<b>Revenues</b>					
40192 ASSESSMENTS	\$ 4,426,887	\$ 4,425,000	\$ 4,300,524	\$ 4,425,000	\$ 4,425,000
40430 INTEREST	24,861	10,000	8,113	10,000	10,000
42498 BOND PREMIUM	1,252,964	-	-	-	-
42500 BOND PROCEEDS	18,590,000	-	-	-	-
<b>Total Revenues (SOURCES)</b>	<b>\$ 24,294,712</b>	<b>\$ 4,435,000</b>	<b>\$ 4,308,637</b>	<b>\$ 4,435,000</b>	<b>\$ 4,435,000</b>
<b>Expenditures</b>					
75230 CONTRIB TO OTHER AGENCIES-OTH (Admin)	\$ 5,000	\$ 50,000	\$ 5,000	\$ 50,000	\$ 50,000
75236 CONTRIB TO CITY OF CAPITOLA	46,616	-	-	-	-
75237 CONTRIB TO CITY OF SANTA CRUZ *	2,250,101	2,145,516	-	2,145,516	2,339,011
75238 CONTRIB TO CITY OF SCOTTS VALL*	260,700	44,769	-	44,769	32,009
75239 CONTRIB TO COUNTY	391,863	-	-	-	-
75500 DEBT ISSUANCE COSTS	537,985	-	-	-	-
90000 OPERATING TRANSFERS OUT	1,221,082	2,194,715	1,758,131	2,194,715	2,536,627
95046 INTRA-FUND TRANSFERS	19,304,979	-	(15,739)	-	-
<b>Total Expenditures (USES)</b>	<b>\$ 24,018,326</b>	<b>\$ 4,435,000</b>	<b>\$ 1,747,392</b>	<b>\$ 4,435,000</b>	<b>\$ 4,957,647</b>
Revenues less Expenses	\$ 276,386	\$ -	\$ 2,561,245	\$ -	\$ (522,647)
Beginning Fund Balance	\$ 246,261	\$ 522,647	\$ 522,647	\$ 522,647	\$ 522,647
Ending Fund Balance	\$ 522,647	\$ 522,647	\$ 3,083,892	\$ 522,647	\$ -

Libraries Facilities Financing Authority  
 Debt Service Fund - 76191  
 Adopted Budget

Fiscal Year: 2021-22

Object Title	2019-20 Actuals	2020-21 YTD Adj Budget	2020-21 YTD Actuals	2020-21 Estimated Actuals	2021-22 Proposed Budget
Fund 76191 -- SC LIBRARIES FAC FIN-DEBT					
GL Key 701310 -- SC LIBRARIES FAC FIN-DEBT					
<b>Revenues</b>					
42462 OPERATING TRANSFER IN	\$ 1,221,082	\$ 2,194,715	\$ 1,758,131	\$ 2,194,715	\$ 2,536,627
<b>Total Revenues</b>	\$ 1,221,082	\$ 2,194,715	\$ 1,758,131	\$ 2,194,715	\$ 2,536,627
<b>Expenditures</b>					
62345 FISCAL AGENTS FEES	\$ 5,695	\$ 23,000	\$ 1,565	\$ 23,000	\$ 23,000
74110 PRINCIPAL ON LONG-TERM DEBT	430,000	450,000	450,000	450,000	905,000
74425 INTEREST ON LONG-TERM DEBT	777,291	1,308,131	1,307,857	1,308,131	1,291,656
75500 BOND ISSUANCE COSTS	-	-	-	-	-
<b>Total Expenditures</b>	\$ 1,212,986	\$ 1,781,131	\$ 1,759,422	\$ 1,781,131	\$ 2,219,656
Total GL Key 701310	8,096.00	413,584.00	(1,291.00)	413,584.00	316,971.00
Total Fund 76191	8,096.00	413,584.00	(1,291.00)	413,584.00	316,971.00
Revenues less Expenses	\$ 8,096	\$ 413,584	\$ (1,291)	\$ 413,584	\$ 316,971
Beginning Fund Balance	\$ 840,865	\$ 848,961	\$ 848,961	\$ 848,961	\$ 1,262,545
Ending Fund Balance	\$ 848,961	\$ 1,262,545	\$ 847,670	\$ 1,262,545	\$ 1,579,516