

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, AUGUST 5 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 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/92590609803>

Or iPhone one-tap :

US: +16699006833,,92590609803# or +13462487799,,92590609803#

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: 925 9060 9803

International numbers available: <https://zoom.us/j/92590609803>

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](mailto: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 AUGUST 5, 2021**

**9:00 A.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**

Interim Library Director's Report for August (p.5-6)

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

**7. CONSENT CALENDAR**

- A. Consider the June 3, 2021 LFFA Board Meeting Minutes  
Staff Recommendation: Approve Board Meeting Minutes for June 3, 2021 (p.7-8)

*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. Special Tax Bond Quarterly Financial Statements  
Staff Recommendation: Accept and file financial statements of the Community Facilities District No. 2016-1 as of June 30, 2021. (p.9-11)

*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**

October 7, 2021	Virtual Meeting	Anticipated Upcoming Agenda Items
5:00 pm		

**10. ADJOURNMENT**

Adjourned to a Regular Meeting of the Libraries Facilities Financing Authority (LFFA) to be held on Thursday October 7, 2021 at 5:00 p.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)

August 2021

## Interim Library Director's Report to the LFFA



### **APTOS: Library Services Temporarily Suspended; Preparation for Demolition is Underway**

The existing 8,000 sf building, built in 1975, suspended its services in June in preparation for a new building. 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; it will also maximize its energy efficiency. Design by Anderson Brule Architects, construction and project management by Bogard Construction. *Reopening in late spring, 2023.*

### **BOULDER CREEK: Library Services Temporarily Suspended, Construction is Underway**

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

### **BRANCIFORTE (Santa Cruz) Library Services Temporarily Suspended, Construction is Underway**

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

### **CAPITOLA: Construction complete!**

The Previous temporary facility has been replaced with a stunning new 11,700 sf library. The new branch opened to the public in June and is already quite busy. A hub for community activity, the new library features a large meeting room, expanded children's wing, study and reading rooms, outdoor deck, fireplace and teen space. Solar panels and an energy efficient design make this one of the greenest buildings in the Library system.

### **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 August. 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 by 2025.*

**FELTON: Construction completed in 2021; now re-opened to browsing.**

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 S 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 Services Temporarily Suspended; 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 in January, 2022.*

**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; and an expanded deck increases usable outdoor space. Jayson Architecture design, C2Builders construction.

**LIVE OAK: Suspension of Services in September 2021, Construction Will Take a Few Months**

The Live Oak Library renovation will revitalize the children's area and transform 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. *Reopening in December, 2021*

**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 December, 2021. *Opening in fall, 2022.*

**SCOTTS VALLEY: Library Services Temporarily Suspended, Construction to Begin in August**

This 13,150sf library was opened in 2021 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. A new roof, HVAC system, and repairs to the parking lot were completed in early 2021; a needed seismic upgrade will happen while the branch is closed. This project will address some long-standing operational issues by establishing zones for 'little' and 'big' kids' collections and use, relocating the staff service desk closer to the entrance, redesigning the entry to create a more welcoming environment, sound attenuation throughout the building including enclosing the Fireside Room to help mitigate long-standing noise issues, repainting the interior and installing new carpet, and addressing some other infrastructure needs. *Opening in March, 2022.*

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 JUNE 3, 2021  
5:00 P.M.**

**1. ROLL CALL**

**PRESENT:** Tina Friend, 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 June 3, 2021 was approved by consensus.

**4. ORAL COMMUNICATIONS**

NONE

**5. EXECUTIVE DIRECTOR REPORT**

A. Library Director's Report – May 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**

None

**7. CONSENT CALENDAR**

**RESULT: APPROVED CONSENT CALENDAR**

**A. Approved Minutes of May 6, 2021. [UNANIMOUS]**

**MOVER:** Jamie Goldstein  
**SECONDER:** Tina Friend  
**AYES:** Friend, Goldstein, Bernal, Palacios

**8. GENERAL BUSINESS**

A. Libraries Facilities Financing Authority Final Budgets for Fiscal Year 2021-2022

Edith Driscoll, Treasurer, presented the Final Budgets.

**RESULT:** Adopted the Libraries Facilities Financing Authority (LFFA) Final Budgets for Fiscal Year 2021-2022. [UNANIMOUS]

**MOVER:** Tina Friend  
**SECONDER:** Carlos Palacios  
**AYES:** Friend, Goldstein, Bernal, Palacios

**9. ADJOURNMENT**

The Libraries Facilities Financing Authority (LFFA) adjourned at 5:15 p.m. to the Regular Meeting on Thursday August 5, 2021 at 9:00 a.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: July 14, 2021  
DATE: August 5, 2021  
TO: Board of Directors  
FROM: Libraries Facilities Financing Authority Treasurer-Controller  
SUBJECT: Special Tax Bond Quarterly Financial Reports as of June 30, 2021

### **RECOMMENDATION**

Accept and file the attached financial statements of the Community Facilities District No. 2016-1 as of June 30, 2021.

### **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 bond and special tax distributions as of June 30, 2021.

The first attachment, Improvement Fund Activity and Balances of Member Accounts Held in Trust at Bank of New York as of June 30, 2021, provides your Board with an accounting of the funds received from both the 2017 and the 2020 bond issuances. As of June 30, 2021, the total balance on account with Bank of New York for these funds is \$16,173,351.69.

The 2017 Special Tax Bond was sold in June 2017 and according to IRS regulations, the funds must be spent within three years. There is a balance of \$73,958.33 in bond funds allocated to the City of Scotts Valley and \$14,378.43 allocated to the City of Santa Cruz that have not yet been drawn down to reimburse eligible expenditures. Emphasis should be placed on drawing down those funds to meet this requirement.

The second attachment, Member Distribution Summary as of June 30, 2021, provides your Board with an accounting of the \$40,962,660 total bond proceeds received from the two bond issuances as well as a reporting of the \$15,271,434 special tax that has been allocated to each member. Because the City of Capitola and the County of Santa Cruz have received their full distribution amounts the special tax remaining after debt payments are made will be distributed only to the City of Santa Cruz and the City of Scotts Valley until they also reach their maximum distribution amount through either bond proceeds or special tax payments.

Attachment #1 – Improvement Fund Activity and Balances of Member Accounts Held in Trust of Bank of New York

Attachment #2 – Member Distribution Summary

**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 June 30, 2021**

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

<b>Description</b>	<b>Santa Cruz Cnty</b>	<b>Santa Cruz City</b>	<b>Capitola</b>	<b>Scotts Valley</b>	<b>Total</b>
<b>2017 Bonds</b>					
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	465,064.78	22,720.17	263,490.15	23,513.30	774,788.40
Available funds	13,576,820.86	523,168.87	7,796,691.48	523,962.00	22,420,643.21
Drawdowns	(13,576,820.86)	(508,790.44)	(7,796,691.48)	(450,003.67)	(22,332,306.45)
Current balance 2017 Bonds	-	14,378.43	-	73,958.33	88,336.76
<b>2020 Bonds</b>					
Proceeds	15,386,032.00	-	1,824,947.00	2,094,000.00	19,304,979.00
Excess Cost of Issuance	-	-	-	11,825.62	11,825.62
Interest	8,067.09	-	661.79	994.57	9,723.45
Available funds	15,394,099.09	-	1,825,608.79	2,106,820.19	19,326,528.07
Drawdowns	(1,415,904.35)	-	(1,825,608.79)	-	(3,241,513.14)
Current balance 2020 Bonds	13,978,194.74	-	-	2,106,820.19	16,085,014.93
<b>June 30, 2021 Balance at BNY:</b>	<b>\$ 13,978,194.74</b>	<b>\$ 14,378.43</b>	<b>\$ -</b>	<b>\$ 2,180,778.52</b>	<b>\$ 16,173,351.69</b>

**Santa Cruz Libraries Facilities Financing Authority  
Community Facilities District No. 2016-1  
Maximum Distribution Amounts & Member Distribution History  
As of June 30, 2021**

**Modified authorized distribution amounts and member balances.**

<b>Object Code</b>	<b>Member</b>	<b>Original Distribution Percentage</b>	<b>Authorized Distribution Amount</b>	<b>Bond Proceeds</b>	<b>Special Tax Distribution</b>	<b>Total Distributions</b>	<b>Balance to Distribute</b>	<b>Modified Distribution Percentage</b>
75236	City of Capitola	12.90%	\$ 10,000,000	\$ 9,358,148	\$ 641,852	\$ 10,000,000	\$ 0	<b>0.00%</b>
75237	City of Santa Cruz	40.32%	31,250,000	500,449	9,769,813	10,270,262	20,979,738	<b>98.65%</b>
75238	City of Scotts Valley	4.84%	3,750,000	2,606,275	857,558	3,463,833	286,167	<b>1.35%</b>
75239	County of Santa Cruz	41.94%	32,500,000	28,497,788	4,002,212	32,500,000	0	<b>0.00%</b>
	<b>Total</b>	<b>100.00%</b>	<b>\$ 77,500,000</b>	<b>\$ 40,962,660</b>	<b>\$ 15,271,434</b>	<b>\$ 56,234,094</b>	<b>\$ 21,265,906</b>	