

PUBLIC ADVISORY REGARDING COVID-19 AND PUBLIC PARTICIPATION

Pursuant to AB 361 and Cal. Gov. Code Section 54953 the regular meetings of the

**LIBRARIES FACILITIES FINANCING AUTHORITY (LFFA) AND
THE LIBRARY JOINT POWERS AUTHORITY (LJPA) BOARD
ON THURSDAY, DECEMBER 2 AT 9:00 AM**

**will be held in person at the below location as well as
via Zoom teleconference**

Board Members and Library Staff Members may be participating remotely via videoconference as well as in person.

For those wishing to participate in person, the meeting will be held at the
**Capitola Branch Library
2005 Wharf Road, Capitola, CA 95010**

Masks are required for in-person attendance, regardless of vaccine status.

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/92287967538>

Or iPhone one-tap :

US: +16699006833,,92287967538# or +12532158782,,92287967538#

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 +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free) or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free)

Webinar ID: 922 8796 7538

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

- 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.

4. 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 Carlos Palacios
Vice Chair Jamie Goldstein
Board Member Rosemary Menard
Board Member Casey Estorga



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

REGULAR BOARD MEETING

THURSDAY DECEMBER 2, 2021

**Hybrid Meeting at the Capitola Branch Library
2005 Wharf Road, Capitola**

9:00 A.M.

1. CALL TO ORDER / ROLL CALL

Board Members Jamie Goldstein, Carlos Palacios, Casey Estorga and Rosemary Menard

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 December (p.6-8)

6. PROJECT UPDATES AND COMMENTS BY BOARD MEMBERS

7. CONSENT CALENDAR

- A. Consider the October 7, 2021 LFFA Board Meeting Minutes
Staff Recommendation: Approve Board Meeting Minutes for October 7, 2021 (p.9-11)
- B. Resolution Re-authorizing the Libraries Facilities Financing Authority to Continue Remote Teleconference Meetings Pursuant to Assembly Bill 361.
Staff Recommendation: Adopt Resolution No. 2021-003 Authorizing Continued Remote Teleconference Meetings pursuant to Assembly Bill 361. (p.12-14)

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. Annual Meeting Schedule for 2022
Staff Recommendation: Adopt Annual Meeting Schedule for 2022 (p.15-16)
- B. Local Agency Special Tax and Bond Accountability Act Report
Staff Recommendation: Accept the attached NBS Local Agency Special Tax and Bond Accountability Act report for the fiscal year ended June 30, 2021 (p.17-19)
- C. 2020-2021 Community Facilities District Reports
Staff Recommendation: Accept the Annual Community Facilities District Reports for the fiscal year ended June 30, 2021. (p.20-29)
- D. Special Tax Bond Quarterly Financial Reports as of September 30, 2021
Staff Recommendation: Accept and file the attached financial statements of the Community Facilities District No. 2016-1 as of September 30, 2021. (p.30-34)

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 3, 2022	Hybrid Meeting in Capitola	Anticipated Upcoming Agenda Items
9:00 am		Elect Chair and Vice Chair for 2022

10. ADJOURNMENT

Adjourned to a Regular Meeting of the Libraries Facilities Financing Authority (LFFA) to be held on Thursday February 3, 2022 at 9:00 a.m. via Hybrid/ Zoom teleconference at the Capitola Branch Library, 2005 Wharf Road, Capitola CA 9010.

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 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. Project Team: Design-Build by Anderson Brule Architects and Bogard Construction; Project Management and Administration by Santa Cruz County Department of Public Works Capital Projects Division. Reopening in late spring, 2023.

BOULDER CREEK: Library Services Temporarily Suspended, Construction is Underway

Interior remodel of the existing 4,500 sf 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 redo of the children's area; renovation of the main room and meeting room. Project Team: Design by Jayson Architecture; Construction by CRW builders; Construction Management by Bogard Construction, Project Management and Administration by Santa Cruz County Department of Public Works Capital Projects Division. *Reopening January 2022*

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 6,800 sf 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 a children's outdoor patio. *Design by Jayson Architecture; JPB Designs builder; construction management by Bogard. Reopening late Spring/Summer 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

Jayson Architecture, the Master Architect/Design team, has facilitated six focus groups since October. As a result of those meetings, the design team will be presenting their conceptual designs to City Council in the coming months. 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 in 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 a 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 ADA upgrades to the entrance/exit. Design by Jayson Architecture, CRW builders, construction management by Bogard. *Reopening in March, 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 "under-the-sea" wall serves to separate the children's area from the rest of the Library. *Design by Jayson Architecture. Reopening Spring 2022*

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 13,150 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. 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 Spring, 2022.*

Chair Carlos Palacios
Vice Chair Jamie Goldstein
Board Member Rosemary Menard
Board Member Casey Estorga



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

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

Virtual Meeting

**REGULAR MEETING MINUTES
THURSDAY OCTOBER 7, 2021
5:00 P.M.**

1. ROLL CALL

PRESENT: Carlos Palacios, Jamie Goldstein, Rosemary Menard, Casey Estorga
STAFF: Interim Library Director Eric Howard; Edith Driscoll, Treasurer; Ruby Marquez,
Chief Assistant County Counsel

2. ADDITIONAL MATERIALS

None

3. ADDITIONS AND DELETIONS TO AGENDA

The Agenda of October 7, 2021 was approved by consensus.

4. ORAL COMMUNICATIONS

NONE

5. EXECUTIVE DIRECTOR REPORT

A. Interim Library Director's Report – October 2021

Interim Library Director Eric Howard 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 August 5, 2021. [UNANIMOUS]

MOVER: Jamie Goldstein
SECONDER: Casey Estorga
AYES: Palacios, Goldstein, Menard, Estorga

8. GENERAL BUSINESS

A. Election of Interim Chair and Vice-Chair

RESULT: Elected Interim Chair and Vice-Chair as the County of Santa Cruz and the City of Capitola respectively for October through December 2021. [UNANIMOUS]

MOVER: Rosemary Menard
SECONDER: Jamie Goldstein
AYES: Palacios, Goldstein, Menard, Estorga

B. Municipal Advisor Agreement

RESULT: **Approved the Municipal Advisor Agreement for the third series of the CFD Special Tax Bonds. [UNANIMOUS]**

MOVER: **Jamie Goldstein**
SECONDER: **Rosemary Menard**
AYES: **Palacios, Goldstein, Menard, Estorga**

C. Remote Teleconference Meetings Pursuant to Assembly Bill 361.

RESULT: **Adopted Resolution No. 2021-002 Authorizing Remote Teleconference Meetings pursuant to Assembly Bill 361. [UNANIMOUS]**

MOVER: **Jamie Goldstein**
SECONDER: **Rosemary Menard**
AYES: **Palacios, Goldstein, Menard, Estorga**

9. SCHEDULED UPCOMING MEETINGS

The Board discussed the pros and cons of holding a Hybrid meeting at the Capitola Branch Library in December.

10. ADJOURNMENT

The Libraries Facilities Financing Authority (LFFA) adjourned at 5:17 p.m. to the Regular Meeting on Thursday December 2, 2021 at 9:00 a.m. as a Hybrid meeting at the Capitola Branch Library barring any changes in health mandates.

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, CA 95060.

STAFF REPORT

AGENDA: Thursday, December 2, 2021

DATE: November 30, 2021

TO: Libraries Facilities Financing Authority Board

FROM: Ruby Márquez, Chief Assistant County Counsel

SUBJECT: Resolution Re-authorizing the Libraries Facilities Financing Authority to Continue Remote Teleconference Meetings Pursuant to Assembly Bill 361.

RECOMMENDATION:

Adopt Resolution No. 2021-003 Authorizing Continued Remote Teleconference Meetings pursuant to Assembly Bill 361.

DISCUSSION

Pursuant to AB 361 and as codified at California Government Code section 54953, legislative bodies may use modified teleconferencing rules to conduct public meetings during a proclaimed State of Emergency under certain circumstances, including that state or local officials have imposed or recommended measures to promote social distancing.¹ The State of Emergency proclaimed by the Governor on March 4, 2020, due to the COVID-19 pandemic remains in effect today. Moreover, the Santa Cruz County Health Officer continues to recommend measures to promote social distancing and has once again instituted a health order requiring that individuals wear face coverings in indoor settings.²

This Board adopted its initial AB 361 findings at the last meeting on October 7, 2021. To continue teleconferenced meetings under AB 361, the law requires that the Board adopt findings within thirty (30) days after its initial teleconference, and every thirty (30) days thereafter, that it has reconsidered the circumstances of the State of Emergency, and either (i) the state of emergency continues to directly impact the ability of the members to meet safely in person; and/or (ii) state or local officials continue to impose or recommend measures to promote social distancing.³

Attachment:
Resolution No. 2021-003

¹ Cal. Gov't Code § 54953(e)(1)(A)-(C).

² See *Order of the Santa Cruz County Health Officer, dated November 18, 2021*, <https://www.santacruzhealth.org/Portals/7/Pdfs/Coronavirus/PHO%20Order%20Requiring%20Face%20Coverings%20Indoors%2011-18-2021.pdf>

³ Cal. Gov't Code § 54953(e)(3).

**SANTA CRUZ LIBRARIES FACILITIES FINANCE AUTHORITY'S
SUBSEQUENT FINDINGS PURSUANT TO ASSEMBLY BILL 361 AUTHORIZING TELECONFERENCE
MEETINGS AS A RESULT OF THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY AND
HEALTH OFFICER RECOMMENDATION FOR SOCIAL DISTANCING**

WHEREAS, the **Santa Cruz Libraries Facilities Finance Authority (“LFFA”)** is a legislative body under the Ralph M. Brown Act as defined under Cal. Gov. Code section 54952(b); and

WHEREAS, on September 16, 2021, Governor Newsom signed Assembly Bill 361 (“AB 361”), urgency legislation effective immediately, that amended Government Code section 54953 to permit legislative bodies subject to the Brown Act to continue to meet under modified teleconferencing rules provided that they comply with specific requirements set forth in the statute; and,

WHEREAS, pursuant to AB 361 and Cal. Gov. Code section 54953(e)(1)(A), a legislative body may meet under the modified teleconferencing rules during a proclaimed state of emergency, and where local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic, and which remains in effect; and

WHEREAS, on September 30, 2021, Santa Cruz County Public Health Officer Dr. Gail Newel strongly recommended that legislative bodies in Santa Cruz County continue to engage in physical/social distancing by meeting via teleconference as allowed by AB 361 and confirmed that she will regularly review and reconsider this recommendation and notify the public when it is no longer recommended; and

WHEREAS, pursuant to AB 361 and Cal. Gov. Code section 54953(e)(3), within 30 days of the date the legislative body first holding a teleconferenced meeting under the modified rules, and every 30 days thereafter, a legislative body can continue to hold such teleconference meetings provided it has reconsidered the circumstances of the state of emergency and determined either that the state of emergency continues to directly impact the ability of the members to meet safely in person or that local officials continue to recommend measures to promote social distancing; and

WHEREAS, on October 7, 2021, the **LFFA** held its initial teleconference meeting under AB 361; and

WHEREAS, the **LFFA** has once again reconsidered the circumstances of the current state of emergency and finds that the COVID-19 pandemic continues to directly impact the ability of members of the public to participate safely in person and further finds that the Santa Cruz County Public Health Officer continues to recommend measures to promote social distancing and indoor face coverings; and

WHEREAS, in the interest of public health and safety, and due to the emergency caused by the spread of COVID-19, the **LFFA** deems it necessary for the legislative bodies of the LFFA to continue utilizing the modified teleconferencing rules set forth in AB 361;

NOW, THEREFORE, the **Santa Cruz Library Facilities Finance Authority (“LFFA”)** makes the following findings by a majority vote:

Section 1. The foregoing recitals are true and correct, and adopted as findings of the **Santa Cruz Library Facilities Finance Authority** and legislative bodies of the LFFA.

Section 2. Effective immediately, and for the next 30 days, the **LFFA** and its legislative bodies will meet via teleconference as authorized under AB 361 and Government Code section 54953(e)(3).

Section 3. No later than thirty (30) days from making today’s findings, or at the next scheduled meeting, the Commission will reconsider the circumstances of the COVID-19 state of emergency and, if necessary, adopt subsequent findings to continue holding teleconference meetings in accordance with Government Code section 54953(e)(3).

PASSED AND ADOPTED by the **Santa Cruz Library Facilities Finance Authority** in Santa Cruz County, State of California, this ____ day of _____, 20__, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Chair, Santa Cruz Library
Facilities Finance Authority

ATTEST: _____
Helga Smith, Clerk of the Board

Approved as to Form:

Office of the County Counsel

Chair Carlos Palacios
Vice Chair Jamie Goldstein
Board Member Rosemary Menard
Board Member Casey Estorga



STAFF REPORT

DATE: December 2, 2021
TO: Library Joint Powers Authority Board
FROM: Eric Howard, Interim Library Director
RE: Annual Meeting Schedule 2022

RECOMMENDATION

Adopt Annual Meeting Schedule 2022

DISCUSSION

The Library is proposing the attached meeting schedule for 2022.

Attachment: Annual Meeting Schedule



2022 Meeting Dates

Hybrid Meetings

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

**All meetings are held on
Thursdays at 9:00 am**

Meeting Date	Time	Location
February 3	9:00 am	Capitola
April 7	9:00 am	Capitola
May 5	9:00 am	Downtown
June 2	9:00 am	Downtown
August 4	9:00 am	Downtown
October 6	9:00 am	Scotts Valley
December 1	9:00 am	Scotts Valley

Chair Carlos Palacios
Vice Chair Jamie Goldstein
Board Member Rosemary Menard
Board Member Casey Estorga



STAFF REPORT

AGENDA: December 2, 2021
DATE: November 19, 2021
TO: Library Joint Powers Authority Board
FROM: Libraries Facilities Financing Authority Treasurer-Controller
RE: Local Agency Special Tax and Bond Accountability Act Report

RECOMMENDATION

Accept the attached NBS Local Agency Special Tax and Bond Accountability Act report for the fiscal year ended June 30, 2021

DISCUSSION

The attached report provides your Board with a summary of funds collected and expended as of June 30, 2021. The report provided by NBS is similar to quarterly financial reports provided to your Board by the Libraries Facilities Financing Authority Treasurer-Controller.

Attachment #1 – Local Agency Special Tax and Bond Accountability Act report

LOCAL AGENCY SPECIAL TAX AND BOND ACCOUNTABILITY ACT

Senate Bill 165, filed with the Secretary of State on September 19, 2000, enacted the Local Agency Special Tax and Bond Accountability Act (the "Act"). This Act requires that any local special tax or local bond measure subject to voter approval contain a statement indicating the specific purposes of the special tax, require that the proceeds of the special tax be applied to those purposes, require the creation of an account into which the proceeds shall be deposited, and require an annual report containing specified information concerning the use of the proceeds. The Act only applies to any local special tax measure or local bond measure adopted on or after January 1, 2001, in accordance with Section 50075.1 or Section 53410 of the California Government Code.

Some of the requirements of the Act are handled at the formation of the Special Tax District and others are handled through annual reports. This section of this report intends to comply with Section 50075.3 of the California Government Code that states:

"The chief fiscal officer of the issuing local agency shall file a report with its governing body no later than January 1, 2002, and at least once a year thereafter. The annual report shall contain all of the following:

1. The amount of funds collected and expended.
2. The status of any project required or authorized to be funded as identified in subdivision (a) of Section 50075.1."

The requirements of the Act apply to the Funds for the following:

Santa Cruz Libraries Facilities Financing Authority Community Facilities District No. 2016-1 2017 Special Tax Bonds	&	Santa Cruz Libraries Facilities Financing Authority Community Facilities District No. 2016-1 2020 Special Tax Parity Bonds
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Purpose of Special Tax

Community Facilities District (CFD) No. 2016-1 was established in 2016 to provide funds for library facilities in the County of Santa Cruz, including but not limited to Aptos, Boulder Creek, Branciforte, Capitola, Downtown Santa Cruz, Felton, Garfield Park, La Selva Beach, Live Oak, and Scotts Valley, but excluding library facilities in the City of Watsonville. The improvements funded by the CFD may include new construction and building renovations and service model upgrades needed to provide service desks, an area for displaying materials, separate areas for teens and children, flexible spaces and/or meeting rooms and study rooms, places to display art, new flooring, paint, shelving, furniture and technology, power/data to support library technology, and other upgrades.

The project funded by the bonds is ongoing.

Collections & Expenditures

The requirements of the Act apply to the following funds of the CFD.

Fund Name	Initial Deposit	6/30/2020 Balance	Total Amount Collected ⁽¹⁾	6/30/2021 Balance	Amount Expended ⁽²⁾
Special Tax Fund	\$0.00	\$2,010,127.00	\$4,572,691.50	\$1,756,330.42	\$4,826,488.08
2017 Bonds Cost of Issuance Fund	377,311.43	0.00	0.00	0.00	377,311.43
2017 Bonds Improvement Fund	21,626,447.00	2,391,221.84	0.00	88,336.76	21,538,110.24
2020 Bonds Cost of Issuance Fund	303,308.88	11,825.58	0.00	0.00	303,308.88
2020 Bonds Improvement Fund	19,304,979.00	17,486,504.35	0.00	16,085,122.32	3,219,856.68

(1) Total amount collected reflects Fiscal Year 2020/21 levy amount of CFD, not accounting for any delinquencies.

(2) Equal to (6/30/2020 Balance) + (Total Amount Collected) – (6/30/2021 Balance) for the Special Tax Fund. Equal to (Initial Deposit) – (6/30/2021 Balance) for the 2017 Bond Funds and 2020 Bond Funds.

Chair Carlos Palacios
Vice Chair Jamie Goldstein
Board Member Rosemary Menard
Board Member Casey Estorga



STAFF REPORT

AGENDA: December 2, 2021
DATE: November 19, 2021
TO: Board of Directors
FROM: Libraries Facilities Financing Authority Treasurer-Controller
SUBJECT: 2020-2021 Community Facilities District Reports

RECOMMENDATION

Accept the Annual Community Facilities District Reports for the fiscal year ended June 30, 2021.

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, 2021 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, 2021

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, 2020	Received	Expended	On hand June 30, 2021
Proceeds from Bonds				
Branciforte Library	\$ 9,315.35	\$ -	\$ 9,315.35	\$ -
Downtown Library	95,000.00	-	-	95,000.00
Garfield Park Library	24,128.09	-	24,128.09	-
Total Proceeds from Bonds	\$ 128,443.44	\$ -	\$ 33,443.44	\$ 95,000.00
Special Taxes				
Unallocated	\$ 7,305,838.99	\$ 2,264,491.00	\$ -	\$ 8,691,464.18
Branciforte Library	-	-	413,683.06	-
Downtown Library	-	-	-	-
Garfield Park Library	-	-	465,182.75	-
Total Special Taxes	\$ 7,305,838.99	\$ 2,264,491.00	\$ 878,865.81	\$ 8,691,464.18

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.


 Rosemary Menard, Interim City Manager
 September 21, 2021

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, 2021

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, 2020	Received	Expended	On hand June 30, 2021
Proceeds from Bonds				
CAPITOLA LIBRARY	\$ (522,352.53)	\$ 522,458.09	\$ 105.56	\$ (0.00)
Total Proceeds from Bonds:	\$ (522,352.53)	\$ 522,458.09	\$ 105.56	\$ (0.00)
Special Taxes				
CAPITOLA LIBRARY	\$ -	\$ -	\$ -	\$ -
Total Special Taxes:	\$ -	\$ -	\$ -	\$ -

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
Facilities Projects Summary of
Library Facilities Financing Authority Bond and Special Tax Revenue
For the City of Scotts Valley
Fiscal Year Ended 30, 2021**

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.

Exterior and interior improvements including major seismic upgrades, enclosing the fireside room, constructing a new entrance vestibule, moving the circulation desks, redesignating areas for age groups, and updating fixtures, carpet, paint and landscaping.

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, 2021**

NOTE TO REPORT-

BEGINNING FUNDS ON HAND AT 7/1/2020:

1.	Bond Proceeds beginning funds on hand adjusted to reflect amount expended in prior years -	<u><u>(4,932.94)</u></u>
2.	Special Taxes proceeds beginning funds on hand adjusted to reflect use of Bond Proceeds adjustment -	849,697.30
	Special Taxes proceeds beginning funds on hand adjusted to reflect investment earnings	(390.00)
		<u>5,461.32</u>
		<u><u>854,768.62</u></u>

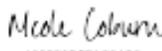
**Annual Community Facilities District Report
Proceeds and Expenditures of
Library Facilities Financing Authority Bond and Special Tax Revenue
For the County of Santa Cruz
Fiscal Year Ended June 30, 2021**

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, 2020	Received	Transfer	Expended	On hand June 30, 2021
Proceeds from Bonds					
APTOS LIBRARY	\$ -	\$ 1,151,590.77	\$ (62,373.20)	\$ 1,089,217.57	\$ -
BOULDER CRK LIBRARY	-	857,633.47	93,627.53	937,853.39	13,407.61
FELTON LIBRARY	757,849.77	29,813.14	(240,486.68)	8,749.60	538,426.63
LA SELVA LIBRARY	-	723,089.53	218,661.27	877,888.11	63,862.69
LIVE OAK LIBRARY/PORTOLA	730.49	-	124,333.01	3,366.10	121,697.40
LIVE OAK LIBRARY/ANNEX	-	482,866.48	(133,761.93)	349,104.55	-
Total Proceeds from Bonds:	\$ 758,580.26	\$ 3,244,993.39	\$ -	\$ 3,266,179.32	\$ 737,394.33
Special Taxes					
UNALLOCATED ¹	\$ 2,462,613.22	\$ -	\$ (2,324,044.00)	-	\$ 138,569.22
APTOS LIBRARY	74,689.80	-	2,324,044.00	-	2,398,733.80
BOULDER CRK LIBRARY	56,449.71	-	-	-	56,449.71
FELTON LIBRARY	289,872.15	-	-	-	289,872.15
LA SELVA LIBRARY	48,431.58	-	-	-	48,431.58
LIVE OAK LIBRARY/PORTOLA	67,609.79	-	(67,609.79)	-	-
LIVE OAK LIBRARY/ANNEX	(10,425.00)	-	67,609.79	46,098.77	11,086.02
Total Special Taxes:	\$ 2,989,241.25	\$ -	\$ -	\$ 46,098.77	\$ 2,943,142.48

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

DocuSigned by:


 Nicole Coburn, Assistant County Administrative Officer
 November 18, 2021

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 Carlos Palacios
Vice Chair Jamie Goldstein
Board Member Rosemary Menard
Board Member Casey Estorga



STAFF REPORT

AGENDA: December 2, 2021
DATE: November 18, 2021
TO: Board of Directors
FROM: Libraries Facilities Financing Authority Treasurer-Controller
SUBJECT: Special Tax Bond Quarterly Financial Reports as of September 30, 2021

RECOMMENDATION

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

The first attachment, Improvement Fund Activity and Balances of Member Accounts Held in Trust at Bank of New York as of September 30, 2021, provides your Board with an accounting of the funds received from both the 2017 and the 2020 bond issuances. As of September 30, 2021, the total balance on account with Bank of New York for these funds is \$15,605,692.64.

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 \$73,962.93 in bond funds allocated to the City of Scotts Valley and \$14,379.35 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 September 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 September 30, 2021

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	465,064.78	22,721.09	263,490.15	23,517.90	774,793.92
Available funds	13,576,820.86	523,169.79	7,796,691.48	523,966.60	22,420,648.73
Drawdowns	(13,576,820.86)	(508,790.44)	(7,796,691.48)	(450,003.67)	(22,332,306.45)
Current balance 2017 Bonds	-	14,379.35	-	73,962.93	88,342.28
2020 Bonds					
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	8,936.14	-	661.79	1,235.43	10,833.36
Available funds	15,394,968.14	-	1,825,608.79	2,107,061.05	19,327,637.98
Drawdowns	(1,984,678.83)	-	(1,825,608.79)	-	(3,810,287.62)
Current balance 2020 Bonds	13,410,289.31	-	-	2,107,061.05	15,517,350.36
September 30, 2021 Balance at BNY:	\$ 13,410,289.31	\$ 14,379.35	\$ -	\$ 2,181,023.98	\$ 15,605,692.64

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

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

Modified authorized distribution amounts and member balances.

Object Code	Member	Original Distribution Percentage	Authorized Distribution Amount	Bond Proceeds	Special Tax Distribution	Total Distributions	Balance to Distribute
75236	City of Capitola	12.90%	\$ 10,000,000	\$ 9,358,148	\$ 641,852	\$ 10,000,000	\$ 0
		40.32%	31,250,000	500,449	9,769,813	10,270,262	20,9
75237	City of Santa Cruz	4.84%	3,750,000	2,606,275	857,558	3,463,833	279,738
75238	City of Scotts Valley	41.94%	32,500,000	28,497,788	4,002,212	32,500,000	86,167
75239	County of Santa Cruz	100.00%	\$ 77,500,000	\$ 40,962,660	\$ 15,271,434	\$ 56,234,094	\$ 21,200
	Total					-	65,906

