

PUBLIC ADVISORY REGARDING COVID-19 AND PUBLIC PARTICIPATION

Pursuant to AB361, California Gov. Code Section 54953, Executive Order No. N-1-22 affixed by Governor Newsom on January 5, 2022 and the County of Santa Cruz Health Services Agency 'HEALTH OFFICER RECOMMENDATION FOR SOCIAL DISTANCING (CONTINUED REMOTE MEETINGS FOR LEGISLATIVE BODIES)' dated September 30, 2021 the regular meeting of the:

LIBRARIES FACILITIES FINANCING AUTHORITY (LFFA) AND THE LIBRARY JOINT POWERS AUTHORITY (LJPA) BOARD

On Thursday, June 2, 2022 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 via Zoom:

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/81585928892>

Or Telephone:

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

833 548 0276 (Toll Free) or 833 548 0282 (Toll Free)

877 853 5247 (Toll Free) or 888 788 0099 (Toll Free)

Slowly enter the Webinar ID: 815 8592 8892

International numbers available: <https://us06web.zoom.us/j/81585928892>

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

Public comment: There are three ways to comment during this meeting. 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 an 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.

- All correspondences received prior to 12:00 p.m. on the Wednesday preceding a LFFA Meeting will be distributed to Board members to review prior to the meeting. Information submitted after 12 p.m. on that Wednesday may not have time to reach Board members, nor be read by them prior to consideration of an item.

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

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

- During the comment period for that agenda item, use the “raise hand” icon found on the Zoom control bar
- The moderator will announce your name or the last 3 digits of your phone number when it is your turn to speak
- 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 meeting using telephone audio:

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

Chair Mali LaGoe
Vice Chair Carlos Palacios
Board Member Jamie Goldstein
Board Member Matt Huffaker



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

REGULAR BOARD MEETING AGENDA

VIRTUAL MEETING

THURSDAY JUNE 2, 2022

9:00 A.M.

1. CALL TO ORDER / ROLL CALL

Board Members Jamie Goldstein, Matt Huffaker, Carlos Palacios, and Chair Mali LaGoe

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. LIBRARY DIRECTOR REPORT

Library Director's Report for June 2022 (p.6-8)

6. CONSENT CALENDAR

A. Consider the May 5, 2022 LFFA Board Meeting Minutes

Staff Recommendation: Approve Board Meeting Minutes for May 5, 2022 (p.9-11)

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. Revised Annual Meeting Schedule 2022

Staff Recommendation: Adopt the Revised Annual Meeting Schedule 2022 (p.12-13)

B. Libraries Facilities Financing Authority Budgets for 2022-23

Staff Recommendation: Adopt the Libraries Facilities Financing Authority (LFFA) Final 2022-2023 Budgets. (p.14-16)

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.

8. PROJECT UPDATES AND COMMENTS BY BOARD MEMBERS

9. SCHEDULED UPCOMING MEETINGS

August 4, 2022	Zoom Virtual	Anticipated Upcoming Agenda Items
9:00 am		<ul style="list-style-type: none"> • Budget Adjustments for MOE

10. ADJOURNMENT

Adjourned to a Regular Meeting of the Libraries Facilities Financing Authority (LFFA) to be held on Thursday August 4, 2022 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

Library Director's Report to the LFFA

APTOS: Library Services Suspended. Save the date for groundbreaking June 15, 2022 12:30-1 PM.

The existing 8,000 sf building, built in 1975, suspended services in June 2021 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. Demolition took place on May 18, 2022. Opening in Fall 2023.

BOULDER CREEK: Construction Complete

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. Reopened May 7, 2022.

BRANCIFORTE: Library Services Suspended. Construction is Underway

The renovation builds 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.

Landscaping is almost complete, and the interior work is moving along. Installation of the wood ceiling in the study rooms is in progress before work on the ceiling in the community room begins. Casework and interior glazing will start in early May. The building construction should be complete in mid-late June except for the metal shelving, which will be shipping in late May, and the end panels will be shipping in June. Termites discovered in the facility require the contractor to select a company to perform the pest control services. Reopening Fall 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 at 224 Church St. remains open; planning underway for new Library/Housing Mixed Use Project on Cedar Street.

The Santa Cruz City Council is proceeding with a mixed-use project at Cedar and Lincoln Street (Lot 4) incorporating a new Downtown Library, at least 100-125 units of affordable housing, and parking for a maximum of 310 cars. Griffin Structures serves as the Owner's Representative; Eden Housing and For the Future Housing are the affordable housing team; Jayson Architect is the master architect for the project. Construction on the project is set to begin in 2023, with completion in 2026.

The architects provided a City Council update on May 10 on the April 21 community workshop and the Downtown Library portion of the Mixed-Use Project. The Cedar and Cathcart street location was featured on the May 19, 2022 Affordable Housing Tour held by the City of Santa Cruz.

FELTON: Construction complete

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: Library Services Suspended. Grand Reopening June 11, 2022 from 12-4 PM

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.

There are miscellaneous items to complete inside the branch, but it is getting very close to completion—the marble surrounding the fireplace installation takes place over the next two weeks. Casework surfaces for the Children's area are on track to show up in mid-May. Furniture delays also resulted in rescheduled delivery in late May. The permit for the driveway is approved, and work will start soon to complete the repair and pour the ramp. Most fencing is down and the landscapers continue to work on the grounds.

LA SELVA BEACH: Construction Complete

Renovation completed March 2021. The project 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.

Discussions with the County, the La Selva Recreation District and the Library continue regarding minor outstanding items including HVAC, network infrastructure.

LIVE OAK: Library Services Suspended. Construction is underway

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. Supply chain issues have delayed this project. Reopening anticipated in August 2022.

LIVE OAK ANNEX: Construction began April 2022

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. Opening in spring 2023.

SCOTTS VALLEY: Library Services Suspended. Save the date for the Grand Reopening July 16, 2022 12-4 PM

This 13,150-sf library was opened in 2011 with design by Group 4, transforming a previous roller rink with contemporary library features such as flexible space, dedicated areas for children, teens and adults, community room and courtyard. A new roof, HVAC system, and parking lot repairs were completed in early 2021; seismic and operational upgrades were made.

The contractor is targeting June for Library staff to get temporary occupancy. The set-up process can begin; furniture is expected to arrive late June. Some outstanding supply chain delays mean that contractor work will extend into July. Reopening is anticipated July 16, 2022.

Chair Mali LaGoe
Vice Chair Carlos Palacios
Board Member Jamie Goldstein
Board Member Matt Huffaker



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

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

Virtual Meeting

**REGULAR MEETING MINUTES
THURSDAY MAY 5, 2022**

9:00 A.M.

1. ROLL CALL

PRESENT: Carlos Palacios, Jamie Goldstein, Mali LaGoe, Matt Huffaker
STAFF: Yolande Wilburn, Library Director; Edith Driscoll, Treasurer

2. ADDITIONAL MATERIALS

None

3. ADDITIONS AND DELETIONS TO AGENDA

The Agenda of May 5, 2022 was approved by consensus.

4. ORAL COMMUNICATIONS

Two members of the public spoke in support of re-installation of art work at the Boulder Creek branch library.

5. LIBRARY DIRECTOR REPORT

A. Library Director's Report – May 2022

Library Director Yolande Wilburn reported on the recent activities of the libraries and the status of facilities. The grand opening of the newly renovated Boulder Creek Branch is scheduled for May 7, 2022. All are welcome.

6. CONSENT CALENDAR

RESULT: APPROVED CONSENT CALENDAR

- A. Approved Minutes of April 7, 2022.
- B. Adopted Resolution No. 2022-002 Authorizing Continued Remote Teleconference Meetings pursuant to Assembly Bill 361.
[UNANIMOUS]

MOVER: Matt Huffaker
SECONDER: Jamie Goldstein
AYES: Palacios, Goldstein, LaGoe, Huffaker

7. GENERAL BUSINESS

A. Libraries Facilities Financing Authority Proposed Budgets for 2022-23

RESULT: Accepted the Proposed 2022-2023 Libraries Facilities Financing Authority (LFFA) Budgets including the General Fund Proposed Budget and the Debt Service Fund Proposed Budget and recommend placing the approval of the Final Budgets on the July 2022 Agenda. (Correction: June 2022 Agenda)

MOVER: Carlos Palacios
SECONDER: Jamie Goldstein
AYES: Palacios, Goldstein, LaGoe, Huffaker

B. Community Facilities District No. 2016-1

RESULT: Accepted and filed the attached financial statements of the Community Facilities District No. 2016-1 as of March 31, 2022.

MOVER: Carlos Palacios
SECONDER: Matt Huffaker
AYES: Palacios, Goldstein, LaGoe, Huffaker

8. PROJECT UPDATES BY BOARD MEMBERS

NONE

9. SCHEDULED UPCOMING MEETINGS

10. ADJOURNMENT

The Libraries Facilities Financing Authority (LFFA) adjourned at 9:20 a.m. to the Regular Meeting on Thursday June 2, 2022 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.

Chair Mali LaGoe
 Vice Chair Carlos Palacios
 Board Member Jamie Goldstein
 Board Member Matt Huffaker



STAFF REPORT

DATE: June 2, 2022
 TO: Libraries Facilities Financing Authority
 FROM: Yolande Wilburn, Library Director
 RE: Revised Annual Meeting Schedule 2022

Recommended Action(s):

Adopt the Revised Annual Meeting Schedule 2022.

Background

Library staff reviewed the bylaws regarding the frequency required for the Library Financing and Facilities Authority (LFFA) and the Library Joint Powers Authority (LJPA) Board meetings. The bylaws do not require a specified number of annual meetings.

The Joint Exercise of Powers Agreement requires board meetings in May and June on the proposed and final budgets.

Library staff recommends that the meetings coincide with the quarterly issuance of financial statements, statistics, and work plans. Should the Board need to call a special meeting for any items outside of the schedule, they may.

Table 1 below compares the current schedule to the revised plan. The revised Annual Meeting Schedule is attached.

Table 1: Remaining LFFA and LJPA Meeting Schedule for Calendar Year 2022

July-December	Existing Date	Proposed Revision Date
August	August 4	August 4, 2022
October	October 6	No Meeting
November	No Meeting	November 3, 2022
December	December 1, 2022	No Meeting

Attachment: A Revised Annual Meeting Schedule

Revised Annual Meeting Schedule 2022



2022 Revised Meeting Dates

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

All are Zoom Meetings on Thursdays

Meeting Date	Time	Location
August 4, 2022	9:00 am	Zoom
November 3, 2022	9:00 am	Zoom

Chair Mali LaGoe
 Vice Chair Carlos Palacios
 Board Member Jamie Goldstein
 Board Member Matt Huffaker



STAFF REPORT

AGENDA: June 2, 2022
 DATE: May 26, 2022
 TO: Libraries Facilities Financing Authority Board
 FROM: LFFA Treasurer-Controller
 RE: Libraries Facilities Financing Authority Budgets for 2022-23

RECOMMENDATION

Adopt the Libraries Facilities Financing Authority (LFFA) Final 2022-2023 Budgets.

DISCUSSION

Proposed budgets were presented to the board on May 5 for discussion. No changes were recommended. Therefore, the budgets are presented here for final adoption. This includes budgets for the General Fund and the Debt Service Fund. The attached Final Budgets reflect the anticipated Sources and Uses of LFFA funds.

The allocation of Special Tax in the 2022-23 budget is based on the percentages reflected below.

Member	Maximum Distribution Amounts per JPA	Distribution Percentages per JPA	2022-23 Budgeted Speical Tax Distribution Percentage
City of Capitola	\$10,000,000	12.90%	Fully distributed
City of Santa Cruz	31,250,000	40.32%	98.65%
City of Scotts Valley	3,750,000	4.84%	1.35%
County of Santa Cruz	32,500,000	41.94%	Fully distributed
Total	\$77,500,000	100.00%	100.00%

Libraries Facilities Financing Authority
 General Fund - 76190
 Proposed Budget

Fiscal Year: 2022-23

Detail by Revenue and Expenditure Object		2020-21 Actuals	2021-22 YTD Adj Budget	2021-22 YTD Actuals	2021-22 Estimated Actuals	2022-23 Proposed Budget
REVENUES						
ASSESSMENTS	40192	\$ 4,431,929	\$ 4,425,000	\$ 2,200,081	\$ 4,425,000	\$ 4,425,000
INTEREST	40430	10,205	10,000	2,842	3,000	3,000
TOTAL REVENUES		4,442,134	4,435,000	2,202,923	4,428,000	4,428,000
EXPENDITURES						
ACCOUNTING AND AUDITING FEES	62301	-	-	4,960	4,960	5,000
CONTRIB TO OTHER AGENCIES-OTH (Admin)	75230	5,000	50,000	-	-	-
CONTRIB TO CITY OF SANTA CRUZ *	75237	2,264,491	2,339,011	1,666,716	2,359,434	2,166,585
CONTRIB TO CITY OF SCOTTS VALL*	75238	30,989	32,009	22,809	32,288	29,649
TOTAL EXPENDITURES		2,300,480	2,421,020	1,694,485	2,396,682	2,201,234
TRANSFERS						
OPERATING TRANSFERS OUT	90000	(2,502,851)	(2,536,627)	(634,516)	(2,208,508)	(2,226,766)
INTRAFUND TRANSFERS	95046	15,739	-	-	-	-
TOTAL TRANSFERS		(2,487,112)	(2,536,627)	(634,516)	(2,208,508)	(2,226,766)
CHANGE		(345,458)	(522,647)	(126,078)	(177,190)	(0)
BEGINNING FUND BALANCE		522,648	177,190	177,190	177,190	0
ADJUSTMENT TO ADD COI FUND HELD AT BNY						
BEGINNING FUND BALANCE AS ADJUSTED		522,648	177,190	177,190	177,190	0
ENDING FUND BALANCE		177,190	(345,457)	51,112	0	0
IMPROVEMENT FUNDS HELD FOR MEMBERS AT BNY Fund						
SCLFFA-COUNTY IMPR	76192					
SCLFFA-CITY SC IMPR	76193					
SCLFFA-CAPITOLA IMPR	76194					
SCLFFA-SCOTTS VLY IMPR	76195					
SCLFFA-BNY IMPR INT & COI REF	76196		(15,739)			

**Libraries Facilities Financing Authority
 Debt Service Fund - 76191
 Proposed Budget**

Fiscal Year: 2022-23

Detail by Revenue and Expenditure Object		2020-21 Actuals	2021-22 YTD Adj Budget	2021-22 YTD Actuals	2021-22 Estimated Actuals	2022-23 Proposed Budget
REVENUES						
INTEREST-NON COUNTY TREASURER	40435	\$ 15	\$ -	\$ 14	\$ 15	\$ 15
TOTAL REVENUES		15	-	14	15	15
EXPENDITURES						
FISCAL AGENTS FEES	62345	9,060	23,000	-	10,000	10,000
OTHER CHARGES-MISC	74065	7,250	-	-	-	-
PRINCIPAL ON LONG-TERM DEBT	74110	450,000	905,000	905,000	905,000	945,000
INTEREST ON LONG-TERM DEBT	74425	1,308,131	1,291,656	1,291,656	1,291,656	1,245,406
TOTAL EXPENDITURES		1,774,441	2,219,656	2,196,656	2,206,656	2,200,406
INTRAFUND TRANSFERS						
OPERATING TRANSFERS IN	42462	2,502,851	2,536,627	634,516	2,208,508	2,226,766
INTRAFUND TRANSFERS	95001	(11,826)	-	-	-	-
TOTAL TRANSFERS		2,491,025	2,536,627	634,516	2,208,508	2,226,766
CHANGE		716,599	316,971	(1,562,127)	1,867	26,375
BEGINNING FUND BALANCE		848,962	1,577,649	1,577,649	1,577,649	1,579,516
ADJUSTMENT TO ADD COI FUND HELD AT BNY		12,088				
BEGINNING FUND BALANCE AS ADJUSTED		861,050	1,577,649	1,577,649	1,577,649	1,579,516
ENDING FUND BALANCE		1,577,649	1,894,620	15,522	1,579,516	1,605,891
IMPROVEMENT FUNDS HELD FOR MEMBERS AT BNY Fund						
SCLFFA-COUNTY IMPR	76192					
SCLFFA-CITY SC IMPR	76193					
SCLFFA-CAPITOLA IMPR	76194					
SCLFFA-SCOTTS VLY IMPR	76195	11,826				
SCLFFA-BNY IMPR INT & COI REF	76196					