

## **PUBLIC ADVISORY REGARDING COVID-19 AND PUBLIC PARTICIPATION**

Pursuant to AB361 and the PROCLAMATION OF A STATE OF EMERGENCY dated March 4, 2020  
the regular meeting of the

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

On Thursday, November 10, 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/84605404230>

Or Telephone:

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

877 853 5247 (Toll Free) or 888 788 0099 (Toll Free) or  
833 548 0276 (Toll Free) or 833 548 0282 (Toll Free)

Slowly enter the Webinar ID: 846 0540 4230

International numbers available: <https://us06web.zoom.us/j/84605404230>

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](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.
  
- 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 NOVEMBER 10, 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 November 2022 (p.6-7)

**6. CONSENT CALENDAR**

- A. Resolution Re-authorizing the Libraries Facilities Financing Authority to Continue Remote Teleconference Meetings Pursuant to Assembly Bill 361.  
Staff Recommendation: Adopt Resolution No. 2022-004 Authorizing Continued Remote Teleconference Meetings pursuant to Assembly Bill 361. (p.8-11)
- B. Consider the August 4, 2022 LFFA Board Meeting Minutes  
Staff Recommendation: Approve Board Meeting Minutes for August 4, 2022 (p.12-13)
- C. 2021-2022 Community Facilities District (CFD) Reports from the cities of Santa Cruz and Capitola and the County of Santa Cruz  
Staff Recommendation: Accept the Annual Community Facilities District Reports for the fiscal year ended June 30, 2022 from the cities of Santa Cruz and Capitola and the County of Santa Cruz. (p.14-20)
- D. Annual Meeting schedule for 2023  
Staff Recommendation: Adopt Annual Meeting Schedule for 2023. (p.21-22)

*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**

*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**

<b>February 2, 2023</b>	<b>Zoom Virtual</b>	<b>Anticipated Upcoming Agenda Items</b>
<b>9:00 am</b>		<ul style="list-style-type: none"><li>• 2<sup>nd</sup> Qtr. Reports</li><li>• Election of Chair and Vice Chair for 2023</li></ul>

**10. ADJOURNMENT**

Adjourned to a Regular Meeting of the Libraries Facilities Financing Authority (LFFA) to be held on Thursday February 2, 2023 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)

## Library Director's Report to the LFFA

### **APTOS: Library Services Suspended. Construction is Underway**

The existing 8,000 sf building, built in 1975, suspended services in June 2021. Demolition took place on May 18, 2022 with a formal groundbreaking on June 11, 2022. 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. 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. The Library reopened May 7, 2022. Additional work on the HVAC system was completed in June.

### **BRANCIFORTE: Library Services Suspended. Construction is Delayed**

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. The project is currently delayed due to the glass vendors factory closure. A new vendor was located and the glass is anticipated to be fabricated by the end of November. Glazing will then be completed with the target of mid to late January for Library staff to enter the building and begin set up. Anticipated reopening is now pushed back to early March 2023.

### **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. The new library opened June 12, 2021.

**DOWNTOWN SANTA CRUZ:** The library at 224 Church Street remains open; planning continues for the new Downtown Library Affordable Housing Project on Cedar Street.

Measure O is on the November 8<sup>th</sup> ballot which will determine how the Santa Cruz City Council proceeds. The Downtown Library Affordable Housing project at Cedar and Lincoln Street (Lot 4) incorporates a new Downtown Library, at least 100-125 units of affordable housing, a parking component for 240-340 cars, and 258 bike parking spaces. Griffin Structures serves as the Owner's Representative; Eden Housing and For the Future Housing are the affordable housing

team; Jayson Architecture is the master architect for the project. Construction on the project is set to begin in 2024, with completion in 2026.

### **FELTON: Construction Complete**

The Felton Library branch operated for nearly 60 years in a historic church building; a charming, but not a modern library. The first Measure S project to be completed, the new 9,000 sf branch located on 2 acres of land connects to the Felton Discovery County Park. 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. The Library opened in February 2020.

### **GARFIELD PARK: Construction Complete**

The renovation brought 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. The Library reopened on June 11, 2022.

### **LA SELVA BEACH: Construction Complete**

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. Renovation completed March 2021.

### **LIVE OAK: Construction Complete**

The Live Oak Library renovation revitalized the children's area, transforming it into an ocean themed learning space. New acoustic wood ceiling and wall treatments, carpeting and redesigned seating completed the functional yet playful setting. A custom designed wall separates the children's collections from an "under-the-sea" inspired reading lounge and homework room. Design by Jayson Architecture. Live Oak Library branch reopened October 1, 2022.

### **LIVE OAK ANNEX: Construction began April 2022**

The new Library Annex is attached to the Simpkins Swim Center. It provides a Library programming room and individual study rooms for patrons. Design by Noll and Tam; CRW builders, construction management by Bogard. Opening in late spring 2023.

### **SCOTTS VALLEY: Construction Complete**

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 Grand Reopening of the Scotts Valley Library branch took place August 6, 2022.

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



## STAFF REPORT

AGENDA: November 10, 2022  
DATE: November 1, 2022  
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; Legal Changes to Teleconference Meetings in 2023.

### RECOMMENDATION:

Adopt Resolution No. 2022-004 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.<sup>1</sup> The State of Emergency proclaimed by the Governor on March 4, 2020, due to the COVID-19 pandemic remains in effect until February 28, 2023. As of September 20, 2022, the California Department of Public Health (CDPH) recommends members of the public consult the CDC Community Levels to help inform their level of risk in deciding whether to wear a mask within indoor public settings.<sup>2</sup>

This Board adopted its initial AB 361 findings on October 7, 2021, and made subsequent findings at the meetings held on December 2, 2021, February 3, 2022, April 7, 2022, May 5, 2022, and August 4, 2022. 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. Additionally, the law requires that the Board reconsider the circumstances of the State of Emergency, and find that 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

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<sup>1</sup> Cal. Gov't Code § 54953(e)(1)(A)-(C).

<sup>2</sup> State of California COVID-19 recommendations, available at:  
<https://www.cdph.ca.gov/programs/cid/dcdc/pages/covid-19/guidance-for-face-coverings.aspx>



impose or recommend measures to promote social distancing.<sup>3</sup> An updated AB 361 Resolution is included for this Board's consideration.

For the benefit of the Board's future planning, as mentioned above, the Governor has announced that the COVID-19 State of Emergency will end on February 28, 2023. Although AB 361 is set to expire on December 31, 2023, without a declared state of emergency, agencies will no longer have the necessary authority to continue holding teleconferencing meetings under the AB 361 provisions.

As a possible alternative, the legislature has enacted AB 2449, effective January 1, 2023. AB 2449 allows some limited flexibility for individual members to participate in meetings via teleconferencing, if certain circumstances and requirements are satisfied. This includes demonstrating a need to participate remotely either due to "just cause" or "emergency circumstances," as defined by the statute. However, there are restrictions on how many times a year an individual board member may use this teleconference option, which varies according to the legislative body's frequency of meetings. Additionally, a quorum of the legislative body must be participating in-person at a physical location as indicated on the agenda. If a board member anticipates needing to utilize this teleconference exception, they are advised to consult staff and counsel prior to the next scheduled meeting in 2023.

Attachment: Resolution No. 2022-004

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<sup>3</sup> 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 has subsequently held regular, teleconference meetings in accordance with its 2022 Annual Meeting Schedule; 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 State of California’s Department of Public Health 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 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**.

**Section 2.** Effective immediately, and for the next 30 days, the **LFFA** 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 10<sup>th</sup> day of November, 2022, 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                    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 AUGUST 4, 2022**

**9:00 A.M.**

**1. ROLL CALL**

**PRESENT:** Carlos Palacios, Steve Jesberg, 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 August 4, 2022 was approved by consensus.

**4. ORAL COMMUNICATIONS**

NONE

**5. LIBRARY DIRECTOR REPORT**

A. Library Director's Report – August 2022

Library Director Yolande Wilburn reported on the recent activities of the libraries and the status of facilities. The grand re-opening of the newly renovated Scotts Valley Branch is scheduled for August 6, 2022. The foundation is being poured at the Aptos Branch and Branciforte and Live Oak are experiencing delays due to supply chain problems. Despite delays work is moving forward.

**6. CONSENT CALENDAR**

<p><b>RESULT: APPROVED CONSENT CALENDAR</b></p> <p><b>A. Approved Minutes of June 2, 2022.</b> <b>B. Adopted Resolution No. 2022-003 Authorizing Continued Remote Teleconference Meetings pursuant to Assembly Bill 361.</b> <b>C. Accepted and filed the attached financial statements of the Community Facilities District No. 2016-1 as of June 30, 2022.</b> <b>[UNANIMOUS]</b></p> <p><b>MOVER: Carlos Palacios</b> <b>SECONDER: Matt Huffaker</b> <b>AYES: Palacios, Jesberg, LaGoe, Huffaker</b></p>
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**7. GENERAL BUSINESS**

None

**8. PROJECT UPDATES BY BOARD MEMBERS**

NONE

**9. SCHEDULED UPCOMING MEETINGS**

**10. ADJOURNMENT**

The Libraries Facilities Financing Authority (LFFA) adjourned at 9:15 a.m. to the Regular Meeting on Thursday November 3, 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

AGENDA: November 10, 2022  
DATE: November 3, 2022  
TO: Libraries Facilities Financing Authority Board  
FROM: LFFA Treasurer-Controller  
RE: 2021-2022 Community Facilities District (CFD) Reports from the cities of Santa Cruz and Capitola and the County of Santa Cruz

### RECOMMENDATION:

Accept the Annual Community Facilities District Reports for the fiscal year ended June 30, 2022 from the cities of Santa Cruz and Capitola and the County of Santa Cruz.

### 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.

Annual CFD Reports for the fiscal year ended June 30, 2022, are provided as attached:

Attachment #1	City of Santa Cruz
Attachment #2	City of Capitola
Attachment #3	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, 2022

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.

	Beginning Balance July 1, 2021	Received	Expended	On Hand June 30, 2022
<b>Proceeds from Bonds</b>				
Branciforte Library	\$ -	\$ 14,381.16	\$ 14,381.16	\$ -
Downtown Library	- (2)	-	-	-
Garfield Park Library	-	-	-	-
<b>Total Proceeds from Bonds</b>	<b>\$ -</b>	<b>\$ 14,381.16</b>	<b>\$ 14,381.16</b>	<b>\$ -</b>
<b>Special Taxes</b>				
Unallocated	\$ 8,781,804.68 (2)(3)	\$ 2,337,509.99	\$ -	\$ 7,495,547.96
Branciforte Library	-	-	2,651,884.11	-
Downtown Library	-	-	-	-
Garfield Park Library	-	-	971,832.60	-
<b>Total Special Taxes</b>	<b>\$ 8,781,804.68</b>	<b>\$ 2,337,509.99 (2)</b>	<b>\$ 3,623,766.71</b>	<b>\$ 7,495,547.96</b>

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

Note 2: Downtown Library was adjusted FY21 to capture expended bond proceeds that were in 2018.

Note 3: Garfield Park Library was adjusted for FY21 accrued expenditures after the report was generated.

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

  
 Matt Huffaker, City Manager

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

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



September 16, 2022

## 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.

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, 2022

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, 2021	Received	Expended	On hand June 30, 2022
<b>Proceeds from Bonds</b>				
CAPITOLA LIBRARY	\$ -	\$ -	\$ -	\$ -
<b>Total Proceeds from Bonds:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Special Taxes</b>				
CAPITOLA LIBRARY	\$ -	\$ -	\$ -	\$ -
<b>Total Special Taxes:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

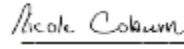
**The County of Santa Cruz  
Annual Community Facilities District Report  
Proceeds and Expenditures of Libraries Facilities Financing Authority Bond and  
Special Tax Revenue  
Fiscal Year Ended June 30, 2022**

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 with County July 1, 2021	Received and related adjustments	Transfer	Expended and related adjustments	On hand with County June 30, 2022
<b>Proceeds from Bonds<sup>1</sup></b>					
APTOS LIBRARY	\$ -	\$ 683,641.90	\$ -	\$ 683,423.00	\$ 218.90
BOULDER CRK LIBRARY	13,407.61	582,402.72	-	595,810.33	-
FELTON LIBRARY	538,426.63	(47,037.67)	-	491,388.96	-
LA SELVA LIBRARY	63,862.69	90,592.98	-	154,455.67	-
LIVE OAK LIBRARY/PORTOLA	121,697.40	2,447.08	-	124,144.48	-
LIVE OAK LIBRARY/ANNEX	-	600,412.07	-	600,412.07	-
<b>Total Proceeds from Bonds:</b>	<b>\$ 737,394.33</b>	<b>\$ 1,912,459.08</b>	<b>\$ -</b>	<b>\$ 2,649,634.51</b>	<b>\$ 218.90</b>
<b>Special Taxes<sup>2</sup></b>					
UNALLOCATED <sup>3</sup>	\$ 138,569.22	\$ -	\$ -	\$ -	\$ 138,569.22
APTOS LIBRARY	2,398,733.80	-	-	1,093,266.04	1,305,467.76
BOULDER CRK LIBRARY	56,449.71	-	-	52,458.58	3,991.13
FELTON LIBRARY	289,872.15	-	-	(707,249.53)	997,121.68
LA SELVA LIBRARY	48,431.58	-	-	(98,951.50)	147,383.08
LIVE OAK LIBRARY/PORTOLA	-	-	-	-	-
LIVE OAK LIBRARY/ANNEX	11,086.02	-	-	11,086.02	-
<b>Total Special Taxes:</b>	<b>\$ 2,943,142.48</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,609.61</b>	<b>\$ 2,592,532.87</b>

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  
 October 12, 2022

<sup>1</sup>Bond proceeds in this report represent amounts that have been drawn down by the County of Santa Cruz from bond funds held in trust at the Bank of New York Mellon and distributed by the Libraries Facilities Financing Authority (LFFA) upon request. For an accounting of bond funds remaining at the Bank of New York Mellon please see the LFFA's Improvement Fund Activity & Balances of Member Accounts report.

<sup>2</sup>Special Taxes are collected by the LFFA and distributed to members twice annually in January and June, or as soon as practical.

<sup>3</sup>Unallocated 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 17<sup>th</sup> 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                    Mali LaGoe  
Vice Chair            Carlos Palacios  
Board Member        Jamie Goldstein  
Board Member        Matt Huffaker



## **STAFF REPORT**

DATE:                  November 10, 2022  
TO:                     Libraries Facilities Financing Authority Board  
FROM:                 Yolande Wilburn, Library Director  
RE:                     Annual Meeting Schedule 2023

### **RECOMMENDATION**

Adopt Annual Meeting Schedule 2023

### **DISCUSSION**

The Library is proposing the attached annual meeting schedule for 2023.

Attachment: Annual Meeting Schedule



### **2023 Meeting Dates**

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

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

<b>Meeting Date</b>	<b>Time</b>	<b>Location</b>
February 2	9:00 am	Zoom
May 4	9:00 am	Boulder Creek Branch Library
June 1	9:00 am	Branciforte Branch Library
August 3	9:00 am	Scotts Valley Branch Library
November 2	9:00 am	Aptos Branch Library