

PUBLIC ADVISORY REGARDING COVID-19 AND PUBLIC PARTICIPATION

Consistent with Executive Order No. N-29-20 issued by Governor Newsom on March 17, 2020, and the County of Santa Cruz Health Services Agency Shelter In Place Public Health Order dated March 31, 2020, the regular meetings of the:

LIBRARIES FACILITIES FINANCING AUTHORITY (LFFA) AND THE LIBRARY JOINT POWERS AUTHORITY (LJPA) BOARD ON THURSDAY, MAY 7, 2020 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 Participation:

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.

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: <https://zoom.us/j/93144256989>

For those joining using a telephone only, please call:

1 1888 788 0099 (Toll Free) or 1 833 548 0276 (Toll Free)

1 833 548 0282 (Toll Free) or 1 877 853 5247 (Toll Free)

Slowly enter the webinar ID of 931-4425-6989

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

How to comment on agenda items via email before the meeting:

Members of the public may provide public comment by sending comments via email to the Library Board Clerk at scplboardclerk@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 scplboardclerk@santacruzpl.org outside of the comment period outlined above will not be included in the record.

How to comment on agenda items via Zoom, during the meeting and prior to the close of public comment on an item:

- Identify the agenda item
- Type your comment using the Q&A feature of the Zoom teleconference participant panel

How to comment on agenda items via telephone, during the meeting and prior to the close of public comment on an item:

- Call 831-427-7713
- Identify the agenda item
- The representative will type your comment
- Your comment will be read aloud

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



**SANTA CRUZ CITY/COUNTY LIBRARIES
JOINT POWERS AUTHORITY BOARD
REGULAR MEETING**

**[IMMEDIATELY FOLLOWING THE SANTA CRUZ LIBRARIES
FACILITIES FINANCING AUTHORITY (LFFA)]**

THURSDAY MAY 7, 2020

9:00 A.M.

**CLOSED SESSION –
IMMEDIATELY FOLLOWING THE REGULAR MEETING**

An announcement regarding the items to be discussed in Closed Session will be made prior to the Closed Session. Members of the public may, at this time, address the Board on closed session items only. There will be a report of any final decisions during the next Open Session Meeting.

Labor Negotiations
[Cal. Govt. Code § 54957.6.]

1. CALL TO ORDER / ROLL CALL

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

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 address 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. REPORT BY LIBRARY DIRECTOR

A. Library Director's Report – April 2020 (PG.7-9)

6. REPORT BY FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES

A. Friends of SCPL – Report (oral)

7. REPORT BY LIBRARY ADVISORY COMMISSION (LAC)

A. Commissioners' Report (oral)

8. COMMENTS BY BOARD MEMBERS

9. CONSENT CALENDAR

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.

- A. Consider the March 5, 2020 LJPA Board Meeting Minutes
Staff Recommendation: Approve the LJPA March 5, 2020 Board Meeting Minutes (PG.10-12)
- B. Recent Articles about Santa Cruz Public Libraries.
Staff Recommendation: Accept and File Recent Articles about SCPL (PG.13-55)
- C. Community Impact Measures for 3rd Qtr. 2019-2020
Staff Recommendation: Accept and File Community Impact Measures for 3rd Qtr. 2019-2020 (PG.56-60)
- D. Financial Report for 3rd Qtr. 2019-2020
Staff Recommendation: Accept and File Financial Report for 3rd Qtr. 2019-2020. (PG.61-64)

- E. Incident Report for 3rd Qtr. 2019-2020
Staff Recommendation: Accept and File Incident Report for 3rd Qtr. 2019-2020. (PG.65-67)
- F. Work Plan for 3rd Qtr. 2019-2020
Staff Recommendation: Accept and File Work Plan for 3rd Qtr. 2019-2020 (PG.68-74)
- G. Library Sales Tax Revenue Update for 3rd Qtr. 2019-20
RECOMMENDED ACTION: Accept and File Library Sales Tax Revenue Update for 3rd Qtr. 2019-2020 (PG.75-77)
- H. Additional Revenues for FY 2019-2020 Operating Budget
Staff Recommendation: Approve and Amend the FY 2019-2020 Operating Budget to Include Additional Revenues Totaling \$ 50,000. (PG.78)

10. 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.

- A. FY 2020/2021 Workplan Proposal and Opening Plan
Staff Recommendation: Approve the Library Work Plan for FY 2020/2021 and Request Staff to Delay the Strategic Planning Process until FY 2021/2022. (PG.79-82)
- B. FY 2020 and FY 2021 SCPL Budgets
Staff Recommendation: Receive Report and Provide Direction.
 1. Consider the FY 2020 and FY 2021 budget update;
 2. Authorize and ratify FY 2020 budget saving measures and strategic use of fund balances;
 3. Approve budget principles, assumptions and timeline;
 4. Direct staff to develop a FY 2021 budget with \$3.8 million in spending reductions and strategic use of the reserve;
 5. Direct staff to closely monitor the impacts associated with COVID-19 Shelter in Place Order on the Santa Cruz Public Libraries and budget. (PG.83-88)
- C. City of Santa Cruz Overhead Services Agreement
Staff Recommendation: Authorize Terms of the FY2021 City of Santa Cruz Overhead Services Agreement to be Incorporated into the FY 2021 Library Budget. (PG.89-92)
- D. Approval of Subordination Agreement Related to Library Leases by the County
Staff Recommendation: Approve the execution by the Authority of a Subordination Agreement (Subordination of Library Lease Agreements). (PG.93-125)

11. SCHEDULED UPCOMING MEETINGS

June 4, 2020	Aptos Branch Library	Anticipated Upcoming Agenda Items:
6:00 pm	7695 Soquel Drive, Aptos CA 95003	1. Approval of the Budget Proposal

12. ADJOURNMENT TO CLOSED SESSION:

An announcement regarding the items to be discussed in Closed Session will be made prior to the Closed Session. Members of the public may, at this time, address the Board on closed session items only. There will be a report of any final decisions during the next Open Session Meeting.

Labor Negotiations
[Cal. Govt. Code § 54957.6.]

Adjourned to the next regular meeting of the LJPA to be held on Thursday, June 4 at 6:00 pm [immediately following the LFFA meeting] at the Aptos Branch Library Meeting Room located at 7695 Soquel Drive, Aptos, CA 95003.

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



April 2020 Library Director's Report to the JPA

While our society has been radically altered by the health crisis caused by Covid-19, the Santa Cruz Public Libraries remains true to its mission to *connect, inspire and inform*. The Library is rapidly evolving its services to meet our community's current needs. During a time of isolation, our mission to help the community remain connected has never been more critical.

Prior to closures of the schools and the libraries, and as news of the coronavirus was still just beginning to come out of China, the Santa Cruz Public Libraries reviewed the ALA's fact sheets on Library planning for pandemics. Before the coronavirus reached the US, the Library drafted a plan to prepare for the potential implications of a pandemic to its services. And while the Library's public facilities closed on March 14th, the Library never ceased delivering services to the community. Staff are now in the process of expanding new innovative services.

In accordance with state and local Shelter-in-Place orders and in alignment with best practices suggested by the California Library Association and the American Library Association, the Santa Cruz Public Libraries (SCPL) have temporarily closed our public facilities at least through May 4th. With the threat that COVID-19 presents to our community we strongly believe that this is the responsible action.

Library facilities are by design unable to support physical distancing to the degree recommended by the Centers for Disease Control and Prevention and other health authorities. Keeping library buildings open at this time has the potential to harm communities more than help. We underscore the importance and need to come together in this crisis and commit to ensuring our libraries, which provide so many important services to our communities, do not serve as vectors for a fast-moving pandemic.

We are studying the evidence regarding the length of time that the virus remains active on library materials as well as reviewing staffing models that could potentially accommodate the social distancing guideline. We will begin phasing in those changes after the Shelter-in-Place order is lifted.

Collections and Circulation

- Created a period of zero overdue fines during the Shelter-in-Place order. Lost and damage fees still apply.
- Developed easy access to virtual library cards available online.
- Promoting SCPL's Virtual Library with access to thousands of eBooks, eAudiobooks, eMagazines, News, Movies, and Music 24/7 from home with a library card and PIN/password.
- Worked with vendors to change licensing agreements to allow access to databases outside of the Library's walls. Students now have complete access to a rich suite of resources to assist with their studies (including virtual tutors) and adults have access to online services including job training and resume building.
- Redirected remaining materials budget toward online resources.

- Collaborated with the amazing SCPL Friends of the Libraries to raise an additional \$15,000 for digital resources.
- Curating regional and national digital programs and resources and are promoting locally.

Reference and Information Services

- Recreated the Library's website to focus on virtual library services and programs.
- Curating local COVID-19 resources for patron use
- Continue to provide reference and information services. To access these services, call (831)427-7713, text (831)264-0647 or email elibrary@santacruzpl.org.
- Provided staff for 211 response team.
- Providing free, Wi-Fi access outside our buildings for public use.
- Providing internet accessible laptops to shelters.

Children and Adult Programming

- Contracted with the Parents Place to provide four successful virtual forums for parents to meet with family therapists and explore tools for managing their children, work and the stress of the crisis and are repeating this program in May.
- *Offering Shelter in Faith*, a four-part panel discussion series with religious leaders representing diverse faiths and perspectives starts May 4.
- Providing *Brainfuse*, an online service that provides live, qualified tutors for elementary, middle school, high school and adult education students in English and Spanish.
- Developed a Digital Concierge program to assist school teachers with finding appropriate digital resources for their online classrooms.
- Offering the opportunity to earn an accredited high school diploma and credentialed career certificate with Career Online High School, a program that's part of the world's first accredited, private online school district.
- Deployed temporary physical collections at the jails to replace weekly visits.
- Hosting a virtual reading program called *Spring into Reading* where participants track how many minutes a day they read and complete some fun activities to be entered into a raffle.
- Transferring regular programming to digital such as moving the *Conversations for Change* Program to an online Zoom meeting platform.
- Providing online storytimes, Spanish storytimes and craft programs for adult and children.
- Hosting the *Celebracin del Da del Nio* Children's Day Celebration on April 27 via Facebook Live, featuring the Latin Grammy-winning duo 123 Andres.
- Hosting a Virtual Book Club with Supervisor Ryan Coonerty on May 17. (Join a great conversation around governance with your County Supervisor. *Extreme Economies* explores how places that have been battered by powerful forces have succeeded or failed. It's a story that has much to teach us about our own communities.)
- Offering virtual Trivia on Tap keeps minds sharp every Thursday evening at 6pm.

Facilities

- Continuing the construction of the La Selva branch library but experiencing delays as subcontractors vary in their interpretation of the Shelter in Place.
- Resolved powerline issues at Capitola and continue construction but will open later due to delays.
- Developing the construction documents and completing the permitting process for the Garfield Park and Branciforte branch libraries.

- Appointed a design team, issued an RFI and narrowed selections to three architect /construction company design/build teams for the Aptos branch projects. The design team is holding three all day meetings to select the final vendor by May.
- Decided to rebid the Boulder Creek branch project later this spring after the initial bids greatly exceeded available funds.
- Developing an apples-to-apples comparison of a library design within a mixed-use facility for the Library Subcommittee of the Santa Cruz City Council. The report should be available in May.

Personnel/Budget

- Attempting to assign benefitted staff work from home or disaster worker status for potential assignments outside the Library.
- Developed digital training program for staff including required training such as Sexual Harassment training, PCI compliance and workforce safety classes
- Ended sixty-two temporary staff members (Aides and On-Call) assignments and pay on April 10. There will be no assignments for these staff members after that date until the Covid-19 crisis resolves.
- Developed revenue forecasts, budget principles and opportunities for reductions for the Joint Powers Board.
- Modifying the Libraries' proposed FY2021 workplan and creating a strategy for expanding services and reopening the facilities.
- Planning to hold the JPA meetings on May 7 and June 4. The Board is likely to pass a partial budget for FY2021 until economic conditions stabilize.
- Cancelled the Library Advisory Commission's April meeting but will hold the May 18th meeting.
- Receiving incredible energy, innovative thinking and commitment to public service from the Library staff.

I will try and complete more consistent updates for our key stakeholders. Thank you for your continued support for the Santa Cruz Public Libraries.

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



**SANTA CRUZ CITY/COUNTY LIBRARIES
JOINT POWERS AUTHORITY BOARD
(LJPA)**

REGULAR MEETING MINUTES

**THURSDAY MARCH 5, 2020
6:00 P.M.**

1. ROLL CALL

PRESENT: Tina Friend, Jamie Goldstein, Nicole Coburn (Alternate), Tony Elliot (Alternate),

STAFF: Library Director Susan Nemitz, Assistant Director Eric Howard, Chief Deputy Laura Bowers, Acting Finance Director Cheryl Fyfe

2. ADDITIONAL MATERIALS

None

3. ADDITIONS AND DELETIONS TO AGENDA

The Agenda of March 5, 2020 was approved by consensus.

4. ORAL COMMUNICATIONS

5. REPORT BY LIBRARY DIRECTOR

Susan Nemitz reported on the current developments in the Library.

6. FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES REPORT

Cindy Jackson reported on the recent activities of the Friends of the Santa Cruz Public Libraries and announced the hiring of new Executive Director Marsa Greenspan.

7. REPORT BY LIBRARY ADVISORY COMMISSION (LAC)

Bob White, Chair, reported on the recent LAC activities.

8. COMMENTS BY BOARD MEMBERS

None

9. CONSENT CALENDAR

RESULT: APPROVED CONSENT CALENDAR

- A. Approved January 9, 2020 Board Meeting Minutes**
- B. Accepted and Filed Recent Articles about SCPL**
- C. Accepted and Filed Community Impact Measures for 2nd Qtr. 2019-2020**
- D. Accepted and Filed Financial Report for 2nd Qtr. 2019-2020**
- E. Accepted and Filed Incident Report for 2nd Qtr. 2019-2020**
- F. Accepted and Filed Work Plan for 2nd Qtr. 2019-2020**
- G. Approved and Amended the FY 2019-2020 Operating Budget to Include Additional Revenues Totaling \$21,301.**
- H. Approved and Filed the Updated List of Filers under the Library's Conflict of Interest Code.**
- I. Approved the Extension to the Subscription with CollectionHQ for the Period January 2020 – January 2023 for an Annual Fee of \$23,689. [UNANIMOUS]**

MOVER: Tina Friend
SECONDER: Nicole Coburn
AYES: Goldstein, Friend, Coburn, Elliot

10. GENERAL BUSINESS

- A. Revenue Forecast by Cheryl Fyfe, Acting Finance Director

The Board received the Revenue Forecast report and briefly discussed the information.

- B. Meeting Room Policy #315

RESULT: Approved Meeting Room Policy #315 [UNANIMOUS]

MOVER: Nicole Coburn
SECONDER: Tina Friend
AYES: Goldstein, Friend, Coburn, Elliot

11. ADJOURNMENT

Final Adjournment of the Library Joint Powers Authority Board (LJPA) at 7:10 p.m. to a regular meeting on May 7, 2020 at 9:00 a.m. at the Downtown Branch Library, 224 Church Street, Santa Cruz CA 95060.

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.

In the News and Media:

February 20 – April 29

Regional Library News (Bookshop SC made new in Publisher's Weekly)



Virtual Handselling: Recommendations from Bookshop

Santa Cruz Head Children's Buyer

By Stephanie Seales | Apr 09, 2020

With bookstores across the country shutting their doors to help prevent the spread of the coronavirus, traditional handselling—which often connects readers with books they didn't know they were looking for—is no longer possible. This is the second in an ongoing series featuring personal recommendations of new releases from children's booksellers.

With Covid-19 closing so many bookstores and libraries, I'm grateful that [Bookshop Santa](#)



[Cruz in Santa Cruz, Calif.](#) is still able to provide our community, and those further afield via web orders, with books. Still, I miss having the chance to talk with people in person about books I'm excited about, so I'm particularly grateful for the opportunity to share these 2020 releases—some just published and some upcoming—which I hope you love!

For picture books that are available now, I highly recommend *In a Jar* by Deborah Marcero (Putnam, Jan.). With illustrations as charming as the story itself, this magical ode to friendship warmed my heart! I loved how Llewellyn collects experiences in jars, which allow him and his best friend, Evelyn, to continue to share their lives, even when she moves away. This adorable story is full of the magic of the ordinary and is a perfect read-aloud for any and everyone.

Another is *Down Under the Pier* by Neil Cross Beckerman, illustrated by Rachell Sumpter (Cameron Kids, Apr.). Such a beautiful book! I felt the delight of the children exploring the enchanted watery world below the pier. Both the pastel color palette and the perfectly used gold accent highlight the magic of the sea and the natural world. Perfect for sea-lovers (like me).

On May 5, three picture books I'm excited about are being published: *Lift* by Minh Lê, illustrated by Dan Santat (Little, Brown); *Swashby and the Sea* by Beth Ferry, illustrated by Juana Martinez-Neal (HMH); and *The Three Little Yogis and the Wolf Who Lost His Breath: A Fairy Tale to Help You Feel Better* by Susan Verde, illustrated by Jay Fleck (Abrams).



In *Lift*, poor harangued older sister Iris has one thing that always brings her joy: pushing elevator buttons. Alas, one dark day the young elevator-button-lover is usurped by her toddler sibling. When the word “BETRAYAL” appears above Iris’s head in the illustration, I laughed out loud. And that wasn’t my last laugh in this hilarious, fantastical story that highlights both the creativity of the author/illustrator team and the love/frustration of the sibling bond. In *Swashby and the Sea*, the sea is almost its own character. I chuckled at

its antics, helping bring cranky (and lonely) Swashby the friends he needs. Swashby’s new little neighbor is adorable and a delight, as are Martinez-Neal’s charming and expressive illustrations.

I loved Susan Verde’s last book, *I Am Love* (illustrated by Peter Reynolds), so I took a chance on *The Three Little Pigs and the Wolf Who Lost His Breath* even though I’m not always a fan of picture book fairy tale retellings. I’m so glad I did! The Three Little Pigs framework is perfect for examining emotions, mindfulness, and breath. The poor angry little wolf is a sympathetic character and the three little pigs’ kindness in helping guide him to making peace with his emotions made me smile.

A picture book nonfiction title that I thoroughly enjoyed is *The Next President: The Unexpected Beginnings and Unknown Futures of America’s Presidents* by Kate Messner, illustrated by Adam Rex (Chronicle, Mar.). This book surprised me in the best way! I didn’t think I’d be interested in a book about U.S. presidents, but this one fascinated me by presenting them both in a more honest (i.e., the “founding fathers” don’t get a pass on being enslavers, while subtle shade is thrown at Trump) and interesting (highlighting all the future presidents alive during a certain year) light. Great for anyone interested in a more authentic and nuanced look at U.S. history.

I'm behind on my middle grade reading, but one fiction book that I enjoyed was *From the Desk of Zoe Washington* by Janae Marks (HarperCollins/Tegen, Jan.). I loved watching Zoe's transformation from someone who knows little about social justice to a person determined to help right a wrong. I also really appreciated how friendship was examined in this book: when Zoe catches her friend not standing up for her, she expects him to not only apologize but to also change his behavior—a model for all but especially girls. A great choice for fans of *A Good Kind of Trouble* and *Lalani of the Distant Sea*.

Possibly my favorite book to be published this year is one that has appeal to older middle grade readers, young adults, and adults: *Stamped: Racism, Antiracism, and You: A Remix of the National Book Award-Winning Stamped from the Beginning* by Jason Reynolds and Ibram X. Kendi (Little, Brown, Mar.). This book should be required reading for everyone. Reynolds is a genius: he takes a complex issue (the history and modern-day manifestations of anti-Black racism in the U.S.) and makes it accessible for any reader. I love the emphasis on how to be actively antiracist. A great choice for anyone ages 12 and up.

YA is where my heart is and I have a handful of great titles to share! Available now: *A Phoenix First Must Burn: Sixteen Stories of Black Girl Magic, Resistance, and Hope* edited by Patrice Caldwell (Viking, Mar.) is Black Girl Magic in written form! It includes 16 #OwnVoices fantasy and science fiction short stories that are as diverse as the Black experience. Established authors like Elizabeth Acevedo, Dhonielle Clayton, Justina Ireland, Rebecca Roanhorse, and Ibi Zoboi share space with up-and-coming and debut authors, creating a well-rounded collection. Magical and real, these well-spun stories run the gamut from lighthearted to intense and are a great choice for readers of any background.



Masked booksellers at Bookshop Santa Cruz.

Also available now, *The Midnight Lie* by Marie Rutkoski (FSG, Mar.) features a fascinating world where people accept an incredibly unjust caste system saying, "It is as it is." But Nirrim starts questioning that after she falls in with the swoon-worthy, enigmatic Sid. I loved piecing together the mystery of the past with Nirrim and was shocked when the truth came to light. I'm already looking forward to the next installment! A great choice for Rutkoski fans and readers who enjoy mystery-driven fantasies with a historical feel. I'm currently reading *Clap When You*

Land (HarperCollins/Quill Tree, May), the upcoming title by National Book Award winner Elizabeth Acevedo. It's a return to verse and a meditation on the complexities of themes including grief, betrayal, family, secrets, identity, class, and toxic masculinity. It features

Acevedo's stellar characterization (the two main characters—sisters—have very distinctive voices) and I've been particularly struck by how it highlights the way men's choices have a profound impact on the lives of women and girls around them.

Raybearer by Jordan Ifueko (Amulet) has been pushed from April to an August release but it's well worth the wait. It's a gem: a fully realized fantasy world with lots of contemporary relevance. Tarisai's longing for family and connection make her an empathetic and relatable protagonist, while her strength and fortitude in standing up to corrupt power make her admirable. A great choice for fans of fantasy, stories with strong female leads, or anyone looking for a good book.

[More Newsletters](#)

And last but not least the upcoming, Date Me, Bryson Keller by Kevin van Whye (Random House, May) is for anyone who wants a contemporary realistic romance with depth. I'll say it when I loved a lot a book I've read—only when it's true—but I loved this book. Kai is utterly adorable, as is his named-in-the-title love interest, Bryson. What a wonderful thing: a queer coming-out love story free of trauma and full of good feelings. This sweet romance kept me smiling from the first page to the last—chances are it'll do the same for you.

I hope you enjoyed these book recommendations and will show these worthy titles (and the many others that I didn't have the time/energy to write about) some love. A good story is comfort in trying times. Thanks for reading and I hope you all stay safe and well.

Bookshop Santa Cruz is still fulfilling orders through our website, so if any of these look good to you, please support your local independent bookstore or buy them from us

SFGATE

Va Health Care To Hold Series Of 'Town Hall' Informational Meetings

Bay City News Service

Published 7:51 pm PST, Sunday, March 1, 2020

The Department of Veterans Affairs' Palo Alto Health Care System is planning a series of nine Veterans Town Hall events, the first of which will be held Tuesday, March 3 from 10 to 11 a.m. at the Veterans Memorial Building, 522 S L Street in Livermore.

Veterans and their families are invited to join the Town Halls, where Palo Alto Health Care System leaders will provide information about the Palo Alto medical center's programs and services, including crisis prevention.

"These town halls are essential for our veterans," said Thomas J. Fitzgerald III, VA Palo Alto Health Care System's director, and a U.S. Army veteran. "It is a priority for us to share our continued best practices in quality health care and patient experience."

Participating groups will include Veteran Service Organizations, Veterans Business Administration, local congressional staff, media and other key stakeholders.

Subsequent Veterans Town Hall events will include Palo Alto/Menlo Park, Wednesday, March 4, from 6 to 7 p.m. at the San Mateo Community College Building 5, Room 339, 1700 W. Hillsdale Blvd. in San Mateo; Capitola, Wednesday, March 4 from 1 to 2 p.m. at the **Aptos**

Branch Library, 7695 Soquel Drive in Aptos; Fremont, Tuesday, March 10 from 6 to 7 p.m. in the San Leandro Main Library, 300 Estudillo Ave. in San Leandro; San Jose, Wednesday, March 11 from 4 to 5 p.m. in the San Jose Outpatient Clinic (2nd Floor, Group Room 201/202), 5855 Silver Creek Valley Place, San Jose; and Monterey, Wednesday, March 18 from 5 to 6 p.m. at the Marina American Legion Post 694, on Legion Way in Marina.

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KSBW 8

Coverage You Can Count On

<https://www.ksbw.com/article/felton-library-is-first-santa-cruz-public-library-to-complete-major-renovations/31051059>



FELTON, Calif. —

After years of setbacks, the grand opening of the Felton library is finally happening, and the community is gearing up for Saturday's huge celebration of their new \$10 million facility.

"It's a coming together of everyone that's been involved that has shared this dream," said Regional Manager for Santa Cruz Public Libraries, Laurie Whaley.

That dream is a state of the art, 9,000 square foot library that includes a teen room, study space, fireplace area and an outdoor reading space. There are art displays, like butterflies appearing to fly outside to the adjacent Discovery Park which fits with its environmental theme.



"And there will be a lot of instructional signage of the benefits of water-wise gardening, defensive spaces because of the fires that we do have up here. The native plants how they benefit rather than bringing something in that's invasive," said Whaley.

Previously, the library was located in the 1100 square foot Faye Belardi Memorial Library, built-in 1893.

They simply outgrew the space, necessitating the need for a new and bigger location.

"It's called, the Felton branch but this is for the entire San Lorenzo Valley and parts of Bonny Doon that will use this branch," said Michele Mosher with Felton Library Friends.

Almost seven miles down Highway 9 sits the Boulder Creek Library. A celebration was held Friday before it temporarily closes. It is receiving a major face-lift and expansion.



"We're going to get new carpeting. We're going to get new fixtures, furniture and we're going to make it a larger space on the inside," said Alexandra Glass, with Santa Cruz Public Libraries.

The funding comes from \$67 million in bond money passed by voters in 2016 to renovate all 10 branches of the Santa Cruz Public Library.

"This is the first building built by the Measure S funds. It is exciting that Felton is the first because of out of all of the communities, they waited the longest," said Whaley.

As for the Historic Belardi Building, it won't remain unoccupied very long the San Lorenzo Valley Museum will take it over.

The Felton Library grand opening begins at 9 a.m. Saturday and runs to 5 p.m. at 6121 Gushee Street.

Central Coast closures and cancellations due to COVID-19 concerns Concert venues, festivals and youth sports all impacted

Due to concerns over the spread of coronavirus the following events have been either cancelled or postponed on the Central Coast:



For a [list of school closures](#), click here.

- Monterey Jazz Festival has decided to make the Next Generation Jazz Festival a virtual event for 2020
- Monterey Sports Center
- Big Sur International Marathon will be rescheduled to late summer/early fall
- Pacific Grove Good Old Days canceled
- Salinas Farmer's Market
- Monterey Library
- **The Santa Cruz Public Libraries**
- All Monterey city museums including Colton Hall
- Gilroy Gardens will open April 4
- Monterey County United Way tax prep sessions
- Monterey Symphony cancels all concerts in March, will compensate musicians
- Santa Cruz Symphony is canceling their March 14 event 'Wings of Glory' 1940s ball
- Santa Cruz [Beach Boardwalk to Temporarily Close](#) March 13-27
- Pebble Beach Food & Wine scheduled for April 16-19 is canceled.
- Monterey's Tuesday Farmers' Market has been canceled for two weeks and then they will reassess.
- Monterey Bay Aquarium closing "out of precaution" for coronavirus

- Panetta Lecture rescheduled their March 16 program titled *An Economy on Borrowed Money*
- Carmel Jewish Film Festival has postponed its final six events. They will hold its last event Thursday with the screening of the film *93Queen*.
- Santa Cruz Police Town Hall meetings have been postponed.
- UCSC has been updating what events are cancelled on their [website](#)
- The Catalyst concert venue in Santa Cruz will be postponing all shows through the end of March starting Saturday the 14.
- Santa Cruz Symphony League has decided to cancel the 'Wings of Glory' 1940s ball scheduled for Saturday, March 14.
- Santa Cruz Mountain Winegrowers Association has said "Each of the wineries in the Santa Cruz Mountains is adjusting their operations as they feel is best for the public.
- Manzanita Little League in Prunedale has been cancelled.
- The Monterey countywide spelling bee originally scheduled for March 15 has been postponed by Dr. Deneen Guss, Monterey County Superintendent.
- Salinas Bobby Sox has also postponed all games and practice until the end of March.

If your event has been canceled and is not on this list, [please message our Facebook page](#).

San Jose Mercury News

Santa Cruz County confirms second case of coronavirus

By [ELAINE INGALLS](#) | eingalls@santacruzsentinel.com | Santa Cruz Sentinel

PUBLISHED: March 10, 2020 at 4:40 a.m. | UPDATED: March 10, 2020 at 4:48 a.m.



SANTA CRUZ — A second case of the coronavirus, COVID-19, in Santa Cruz County has been confirmed, according to the County of Santa Cruz Public Health Division. Testing on Sunday confirmed a patient who had symptoms has the virus. The patient previously traveled to Seattle and public health investigators have determined the individual likely contracted the virus there before returning home on a commercial flight. “What we’re really trying to do is slow transmission,” said County Health Services Agency Director Mimi Hall at a press conference Monday. “Until there’s a vaccine available, it’s incredibly important that all of us do what we can as individual citizens, to stay home, to not go out unnecessarily so that we can be a part of slowing that transmission.” Santa Cruz County Public Health is conducting an investigation to identify potential exposures and notify contacts. That process, called case contact investigations, involves following up with contacts, asking people who are exposed to monitor themselves and report to the health department twice per day. The patient is now in isolation and recovering, according to county spokesman Jason Hoppin. The individual is expected to make a full recovery, according to County Deputy Health Officer Dr. David Ghilarducci. “Unfortunately, this new case confirms that COVID-19 is present in our community and is not an isolated case,” said County of Santa Cruz Health Officer Dr. Gail Newel in a press release. “I urge all community members to take steps to protect themselves and their families.”

In response to the new case, the county has implemented interim workplace guidelines effective through March 22, that include making alternative work arrangements, limiting prolonged contact with others, performing regular cleaning and staying home when sick. The county has also implemented guidance for social distancing through March 22, encouraging vulnerable populations to limit their outings, to cancel non-essential events and avoid health care settings to protect people who are vulnerable.

The county's first case of the coronavirus was confirmed Saturday. It involved a passenger from the Grand Princess cruise ship which traveled to Mexico in mid-February. This person did not acquire the virus through community spread, according to Newel. They are still at home and under observation but are expected to make a full recovery, Ghilarducci confirmed at the press conference Monday afternoon. Other county residents on that trip are being actively monitored and self quarantined, but they have yet to show symptoms. County officials would not release how many Santa Cruz residents are being monitored.

Symptoms of the coronavirus include fever, cough and shortness of breath and may appear in two days to 14 days after exposure. If an individual has symptoms of the virus, it is suggested to contact their primary care physician's office, especially if they have recently traveled to areas with a coronavirus outbreak or has had contact with a known case of the virus. Before seeking medical attention, individuals are recommended to call first to prevent possible transmission in the health care setting.

All tests within the county have to go through CDC-approved labs in Santa Clara and Monterey counties, Hall said at the press conference. Private lab testing will be available March 16 or later next week, she said. The test involves a nasal and oral swab and has a 48-hour turnaround, Ghilarducci said.

As commercial coronavirus testing becomes more widely available this week, it is anticipated that the number of confirmed cases will likely increase and residents should prepare themselves for cases confirming community spread.

While the coronavirus isn't lethal for most patients and many do not require medical oversight, it does pose a serious risk for individuals older than 60 years old and people with certain preexisting medical conditions. These conditions may include diabetes, heart disease, congestive heart failure, COPD and kidney dysfunction. The county can't confirm if people who contract the virus can get it again, or if they are immune, Ghilarducci said.

The virus has a transmissibility window of 14 days, Hall said. She asked the community to stick to workplace guidelines and social distancing for 14 days. For large gatherings of 50 people or more, such as concerts, hosts should consider modifying, postponing or canceling events, she said. Some individuals holding meetings or conferences have already considered virtual options, changing seating arrangements or shortening the length of the event.

Homeless

To protect the homeless population, the Homeless Persons Healthcare Project is in conversation with some individuals who are experiencing homelessness, Ghilarducci said. He expects the county will need to provide additional outreach through EMS and messaging through health care facilities. If someone at a homeless shelter is suspected to have the virus, Public Health will immediately isolate them, Hall said. The county is also considering isolating or quarantining homeless individuals in hotels and having a public health nurse check on

them. The county's homelessness partners have also reached out to help to provide places for isolation if need be, she said.

To prevent the spread of the disease in schools, the county will recommend school closures. "The guidelines that Santa Cruz County is going to follow, that follow suit with the rest of the Bay Area, is if we have one confirmed case in a school, we're going to recommend school closure," Hall said. "Of course, whether schools actually close will be up to the district."

For public transit users, the county is encouraging providers to ensure surfaces are wiped down regularly and that there is hygiene and handwashing supplies at stations, as well as tissues and hand sanitizer for private transit such as Uber or Lyft, Hall said.

For the Santa Cruz County Board of Supervisors meeting Tuesday, the county is opening the basement community room in the County building and the meeting will be broadcast there, Hoppin said. People can still attend in the main meeting room, but can submit comments live in the community room, as well as from a computer at home.

County employees will also be practicing social distancing and are encouraged to consider canceling any non-essential work travel, Hoppin said.

In response to the international outbreak, Newel declared a local health emergency Wednesday and the county activated its Emergency Operation Center in order to increase response efforts, this declaration was three days before the county confirmed its first case of coronavirus. The county will reevaluate increasing response efforts as needed.

Additional meetings

The Santa Cruz Police Department's three public safety Town Hall meetings scheduled for March 9-12 are postponed. The Santa Cruz Police Department is continuously monitoring the spread of the coronavirus and determined it is prudent to defer the meetings, according to Santa Cruz Police spokeswoman Joyce Blaschke.

Santa Cruz Police will reschedule the meetings.

In Watsonville the public will still have access to city of Watsonville Council meetings and provide public comments. People can view the City Council meetings on the city of Watsonville's Website at watsonville.legistar.com or on Charter Channel 70 and AT&T Channel 99.

Emails to City Council will be accepted until 3:30 p.m. the day of the meeting by emailing citycouncil@cityofwatsonville.org. There will also be an opportunity for public comment during the meeting for each agenda item under the Public Input/Public Hearing section and will be read before the City Council takes action on the item. The public may also participate by calling 831-768-3498 during the Public Input/Public Hearing section of each item when the Mayor opens that section.

Santa Cruz Public Libraries

Santa Cruz Public Libraries has implemented the county's recommendation to suspend events with 50 or more people for all programs and meeting room reservations, including the toddler time, story time and Tail to Tales programs. All libraries are open as usual. Most scheduled programs/events will continue to be offered, but Santa Cruz Public Libraries will be reviewing public programs on a daily basis, to discuss possible modifications to ensure the health and safety of staff and attendees. Visitors can check online event listings before attending programs.

Santa Cruz Public Libraries has also integrated recommendations from the CDC and County Public Health Department:

- Encouraging library staff and volunteers to wash their hands frequently, use gloves, and wipe down touched points — elevators, door handles, tables, computers, self-checkout machines — using disinfecting wipes, throughout the day.
- Increasing the libraries' supplies of alcohol-based hand sanitizers for both public and staff use.
- Displaying informational bilingual flyers about the coronavirus at all library locations.
- Communicating and updating its staff and volunteers as news develops.

Follow the library on social media @SantaCruzPL for the latest updates.

Poly

Santa Cruz communications company Poly, formerly Plantronics, has implemented a work-from-home policy for the remainder of the month to maintain the safety of its employees, according to Poly spokeswoman Shannon Shamoon. The company is also providing tips on its blog to support remote workers.

Scotts Valley

Scotts Valley City Mayor Randy Johnson has asked the city's Executive Team to make a plan for critical functions. The council is meeting next week to discuss remote working possibilities, cross-coverage, cross-training and more for when a critical or other employee gets sick. Johnson and the city manager have also met with water and fire agencies and school to discuss contingency plans if the virus affects service providers.

Prevention

Santa Cruz County Public Health urges community members to take precautions to help prevent the spread of illness:

- Wash hands frequently with soap and water, rubbing for at least 20 seconds.
- Use at least 60% alcohol-based sanitizer if soap and water are not available.
- Cough or sneeze into your elbow, not your hand, or use a tissue and discard.
- Avoid shaking hands.
- Refrain from touching your face with unwashed hands.
- Regularly clean surfaces touched by many people using normal household cleaners.
- Stay home from work or school if you are sick.
- Get a flu shot to protect yourself and others from flu, which has similar symptoms to the coronavirus.

Individuals can also prepare for the possible disruption caused by the outbreak:

- Make sure your emergency preparedness kit is up to date. Stock additional supplies if possible. Visit [Ready.gov](https://www.ready.gov) for an Emergency Supply List and other preparedness materials.
- Obtain two to three months' supply of critical prescriptions. Stock up on essential medication for all family members.
- Prepare to work from home if possible.
- Prepare a childcare plan if you or a caregiver are sick.
- Make arrangements to manage a school dismissal of at least two weeks.
- Plan for how to care for a sick family member without getting sick yourself.
- Take care of each other and check in by phone with friends, family and neighbors that are vulnerable to serious illness or death if they get the coronavirus.
- Keep common spaces clean to help maintain a healthy environment. Frequently touched surfaces should be cleaned regularly with disinfecting sprays, wipes or common household cleaning products.
- If volunteer opportunities become available, think about how to help the community. Visit Santa Cruz Volunteer Center – VIP or Santa Cruz County Medical Reserve Corps for volunteer opportunities.

The County of Santa Cruz Health Services Agency, along with its governmental and private partners, are working diligently to respond appropriately, according to a county news release.

Information: visit santacruzhealth.org, call 211 or text “coronavirus” to 211211. Messaging rates may apply.



From the Open-Publishing Newswire

Related Categories: [Santa Cruz Indymedia](#) | [Environment & Forest Defense](#) | [Government & Elections](#)

Postponement of Signature Gathering for Voter Right to Decide on Downtown Parking Garage

by Campaign for Sustainable Transportation

Friday Mar 13th, 2020 9:31 PM

[March 13, 2020] To help reduce the serious risk of COVID-19 spreading in our community, the Campaign for Sustainable Transportation is postponing petition signature gathering to place on the ballot Santa Cruz city voters’ right to decide on future construction of a parking garage downtown. CFST wants our community to thrive, and there is no more fundamental basis for the common good than public health. Each of us individually and all of us collectively must work to create a sustainable community and a sustainable planet. We will reevaluate how to proceed in light of developments as they unfold.

The overwhelmingly positive response since the petition drive March 7th Kickoff clearly demonstrates wide support for the ballot initiative. Voters understand that investment in single-auto infrastructure is not needed downtown and no longer makes sense in light of the climate crisis. Now, the likely adverse economic effects of the pandemic underscore the folly of embarking on an \$87 million dollar garage project. Experts in transportation and parking demand regard building a parking garage as a “last resort.” It should not be pursued so long as less expensive and environmentally sustainable approaches to parking management are available.

In 2016 the City contracted with Nelson\Nygaard transportation consultants to create a strategic plan for parking Downtown. Their study asserts, “The most fiscally prudent approach to accommodating additional demand: Modernize parking management and better align parking prices to the cost of building and maintaining the system.”

The Santa Cruz City Council has yet to discuss the Nelson\Nygaard downtown parking study (available here). In this moment of a compounded global public-health and economic crisis, CFST calls upon the City Council to immediately and fully review the study before spending any more money on planning a garage-library.

The last thing we need to do under present economic circumstances is to embark on a financially risky project that could fail to generate the revenue necessary to meet the debt

obligations it incurs. The City of Santa Cruz already has far more pressing needs that require its attention and financial resources.



5 Things To Do in Santa Cruz: March 4-10

TUESDAY 3/10

‘Conversations for Change: The Future of Work’

For people all over the world, jobs provide income and a sense of purpose. But, we are fast approaching a time when artificial intelligence and robots will be trusted to do a better job than humans at everything from driving to diagnosing medical conditions. Since the economy is structured to thrive with a robust, engaged workforce, what happens when the nature and number of jobs change dramatically? Join the Santa Cruz Public Library in a conversation on how the nature of work is evolving with advances in technology. Space is limited. Registration is required at bit.ly/SCPL-Convo0320.

Are Santa Cruz County Students Ready for Distance Learning?

Local schools work on connecting students to classes with Chromebooks and hotspots
PAJARO VALLEY UNIFIED SCHOOL DISTRICT STUDENTS PICK UP GOOGLE CHROMEBOOKS
FROM E. A. HALL MIDDLE SCHOOL, AS SCHOOLS READY FOR DISTANCE LEARNING. SOME
STUDENTS HAVEN'T BEEN SO LUCKY. PHOTO: TARMO HANNULA

BY TODD GUILD

POSTED ON MARCH 24, 2020

Calabasas Elementary School fourth-grade teacher Laura Arnow says she spent as many as three hours per day last week in virtual meetings with her fellow fourth-grade teachers, preparing for a new phase in California education. “We’re scrambling,” she told a reporter on Friday.

Monday marked the beginning of online learning for students across Santa Cruz County, due to shelter-in-place orders from both state and local health officials aimed at stopping the spread of the new coronavirus, COVID-19.

And this could be just the beginning. California Gov. Gavin Newsom announced in a March 17 press conference that schools could be closed for months, and he encouraged families to plan for the worst. “Few, if any, will open before the summer break,” Newsom said of the state’s schools.

After one week of preparation, teachers are now using video conferencing platforms like Zoom to remotely deliver lessons that were originally designed to be given in person. The new term for the teaching methods used in these virtual classrooms is “distance learning.” Some families aren’t prepared for the changes, and Santa Cruz County Office of Education officials are trying to make sure everyone has the tools to follow along.

Other kids already have the latest technology at their fingertips. Pajaro Valley Unified School District (PVUSD) Superintendent Michelle Rodriguez says the district is providing about 15,000

Chromebooks, and some students are getting wireless internet access for the first time. Last week, PVUSD handed out 750 portable wireless hotspots. Both devices, officials say, filter out inappropriate content.

But some teachers worry that distance learning will be a burden for parents who work multiple jobs. “Ag workers are still expected to show up at work, and now they have this extra job of educating their kids,” Arnow says.

Another trouble facing teachers, Arnow explains, is the difficulty of dialoguing with parents. Educators are supposed to stay in touch with families through the website Class Dojo. But encouraging parents to use the tool and communicate has been a challenge, she says. “I have 28 kids on my roster, and of those, 11 families aren’t responding,” she says.

Arnow’s team, she says, is tasked with providing five hours of content for their students per day, only two hours of which can be online. But with the libraries closed countywide—and giving out books being all but impossible, thanks to social distancing requirements—those parameters can be a tall order, Arnow says. “It’s going to be interesting and unusual times for everyone. Kids are going to miss one-third of the year, and I don’t see any way to change that,” she says.

Rodriguez says she sees the digital rollout as an opportunity for the district to bridge a digital divide and level the playing field. Students who lacked access to the devices and services can now bolster their learning. “It opens up access for the whole community,” she says. Rodriguez says that the district is offering technological support for students and parents, including a hotline at 786-2493.

While PVUSD has enough devices for all of its students from second through 12th grade, there is still plenty of need elsewhere in the county.

Santa Cruz County Superintendent of Schools Faris Sabbah says there aren’t enough devices yet for all students countywide to access online lessons. And on top of that, he says, an estimated 30% of students don’t have internet access at home.

For now, internet access is the biggest challenge, Sabbah says. The Santa Cruz County Office of Education is working with internet service providers, including Cruzio and Spectrum, to offer free and low-cost internet for qualified families, with more details available at sccoe.link/internet. The options typically include two months of free internet and access for \$10-15 per month after that.

The county’s been sharing hot spots with the community, and these measures are “good, but they’re also not perfect,” Sabbah says.

“Depending on where you live, your connectivity can be very limited,” he says. Ensuring all students and their families have internet access is crucial right now not just for learning, he adds, but for staying updated on health and safety information about COVID-19. The county is just starting to get a clearer picture of how many families need internet connectivity and devices at home as online learning rolls out, Sabbah says.

The schools will probably have to acquire more Chromebooks, but there is a “huge demand right now” for the laptops, and it could be weeks before more are delivered, Sabbah says. Having kids home from school doesn’t just mean changes to educational life. It can mean major adjustments for family, too.

Santa Cruz’s Sarah Renfro says she and her husband Brian have restructured everyone’s schedules to make sure their two sons have time for learning, exercise, chores and free time. The two boys attend Delaveaga Elementary, and the night before distance learning started up, the parents were predicting that their 10-year-old would adapt to working from home more quickly than their six-year-old might.

“For our 10-year-old—I think he will be OK. He has a longer attention span. And he has more experience using a computer screen,” Sarah Renfro says. “The 6-year-old—I’m a little concerned. He does get a little zonked out, distracted. Being on a computer for a few hours does have an impact on his behavior.”

Sabbah says that, in general, families and students may need to make some shifts, at least in the short-term. He says his office is working on developing parent-support forums online, so parents can connect with one another and find ways of helping to address the social and emotional needs of students.

In the meantime, Sabbah says he’s been hearing from many parents about how appreciative they are of their teachers and the local school system.

That sentiment has resonated in the Renfro household over the past week.

“It has definitely made me appreciate our teachers,” Brian Renfro says of the school closure.

“They’re such an important piece of our community, and that has become apparent in the past six days. Teachers should get a raise.”

Additional reporting by Alisha Green and Jacob Pierce.



A NEW CHAPTER FOR THE FELTON PUBLIC LIBRARY



KATIE EVANS
STAFF REPORTER

Fifth District Supervisor, Anna Eshoo, the 18th District Congresswoman, Mark Stone, an Assemblymember, Michele Mosher, the Felton

On February 22nd, a dream, decades in the making, came to fruition. This past Saturday spirits were high for the opening of the Felton Public Library, in a gorgeous, spacious, and thoughtful brick-red masterpiece. Many Feltonians attended the ribbon cutting, and other notable faces commemorated the event as well.

Bruce McPherson, the



Lea de Wit's beautiful glass butterflies

Library Friend Treasurer, Nancy Gerdt, Felton Library Friend Chair, Susan Nemitz, Santa Cruz Public Library Director, and Teall Messer, the architect, all spoke at the ceremony, praising the library and community behind it.

Bruce McPherson opened with commendations to the community efforts behind the library, “When you love your community and you’re willing to work hard, you can make the impossible come true. You’ve done that.” He then recalled the library’s fascinating history, from the humble beginnings of a coat closet at the Felton

A NEW CHAPTER, CONTINUED ON PAGE 3

Rio Del Mar Elementary Closed written by [See Below](#) March 11, 2020



Twin Lakes Church Moves Worship to Live-Stream; Santa Cruz Warriors to Play Without Fans, Kirby School Prepares for Online Classes

By Jondi Gumz

Excerpt Only

Santa Cruz Public Libraries

Suspended toddler time, storytime and Tail to Tale programs; suspended events with attendance of 50 or more using the upstairs meeting room. Libraries remain open, with hand-sanitizers for public and staff to use and staff washing hands, wearing gloves and wiping elevators, door handles, tables, computers and self-checkout machines.

Felton Library Now Open!



written by [See Below](#) March 15, 2020

By Bruce McPherson, Fifth District Supervisor

About 2,000 people participated in the Feb. 22 celebration of the new Felton Branch Library, which is the first major project to be completed with Measure S funds approved by voters in 2016.



Santa Cruz Pipes and Drums entertain at the grand opening of the new Felton branch library. An outdoor discovery park with activities for children next to the library is nearly complete, with the park's grand opening slated for May 2. • Photo credit Jondi Gumz

Congresswoman Anna Eshoo and Assemblymember Mark Stone joined the Santa Cruz Public Libraries staff and Felton Library Friends to cut the ribbon for the branch, located at 6121 Gushee St.

The beautiful building designed by Teall Messer and built by Thompson Builders, features a number of cozy places to read, study and gather, as well as wonderful outside space that connects to the new Felton Discovery Park, which will have an official opening May 2.

I want to repeat a comment made during the library dedication by Michele Mosher, treasurer for Felton Library Friends: "Libraries build communities, and communities build libraries."

Those words were never truer than with the Felton community, who worked tirelessly to keep the branch open and rally for a new library on land donated by the Verutti Family.



There are more library improvements ahead for District 5. As we opened the Felton branch, the library system temporarily closed the Boulder Creek branch for renovations.

While primarily funded by Measure S, the Boulder Creek project also benefited from a \$100,000 matching grant from Monterey Peninsula Foundation, which was aided by a \$30,000 contribution recommended by my office from the County of Santa Cruz, as well as private donations.

The Scotts Valley branch also will see improvements later this year, mostly structural in nature, including roof work. While the branch moved several years ago and featured all new interiors, it is now time to work on

infrastructure.

Speaking of infrastructure, my office often receives questions about the status of repairs on storm-damaged roads. During the Feb. 25 Board of Supervisors meeting, we will approve the final cost of nearly \$730,000 for repairing Mount Charlie Road, which was completed by Graniterock Construction.



Kids enjoy the children's room of the new Felton branch library at the grand opening Feb. 22. Hours will be 10 a.m.-7 p.m. Monday-Thursday and 10 a.m.-5 p.m. Saturday and Sunday; closed on Friday. • Photo credit Jondi Gumz

The road was damaged in four areas by the 2017 storms, requiring a new retaining wall, reconstructed roadway and drainage and erosion improvements. Other roads in the San Lorenzo Valley area are also slated for construction this year.

Transportation and housing continue to be challenging topics, ones that from time to time require visits with regional and state leaders. In late January, I traveled to Paso Robles to participate in the Central Coast Housing Working Group, whose task it is to help allocate approximately \$8 million in state funding to help regional governments reach their housing goals.

Then, in February, I made two trips to Sacramento with the Regional Transportation Commission and Monterey Bay Community Power, whose boards I chair, to meet with lawmakers.

Relative to transportation, we championed the importance of safety projects, such as those planned for Highway 9, and for community-choice energy we advocated for more resiliency with respect to wildfire mitigation and power shutoffs.

Lastly, the California Association of Counties, for which I am Santa Cruz County's representative, is focused on a number of initiatives, including improving the state recycling system and addressing the needs of our seniors.

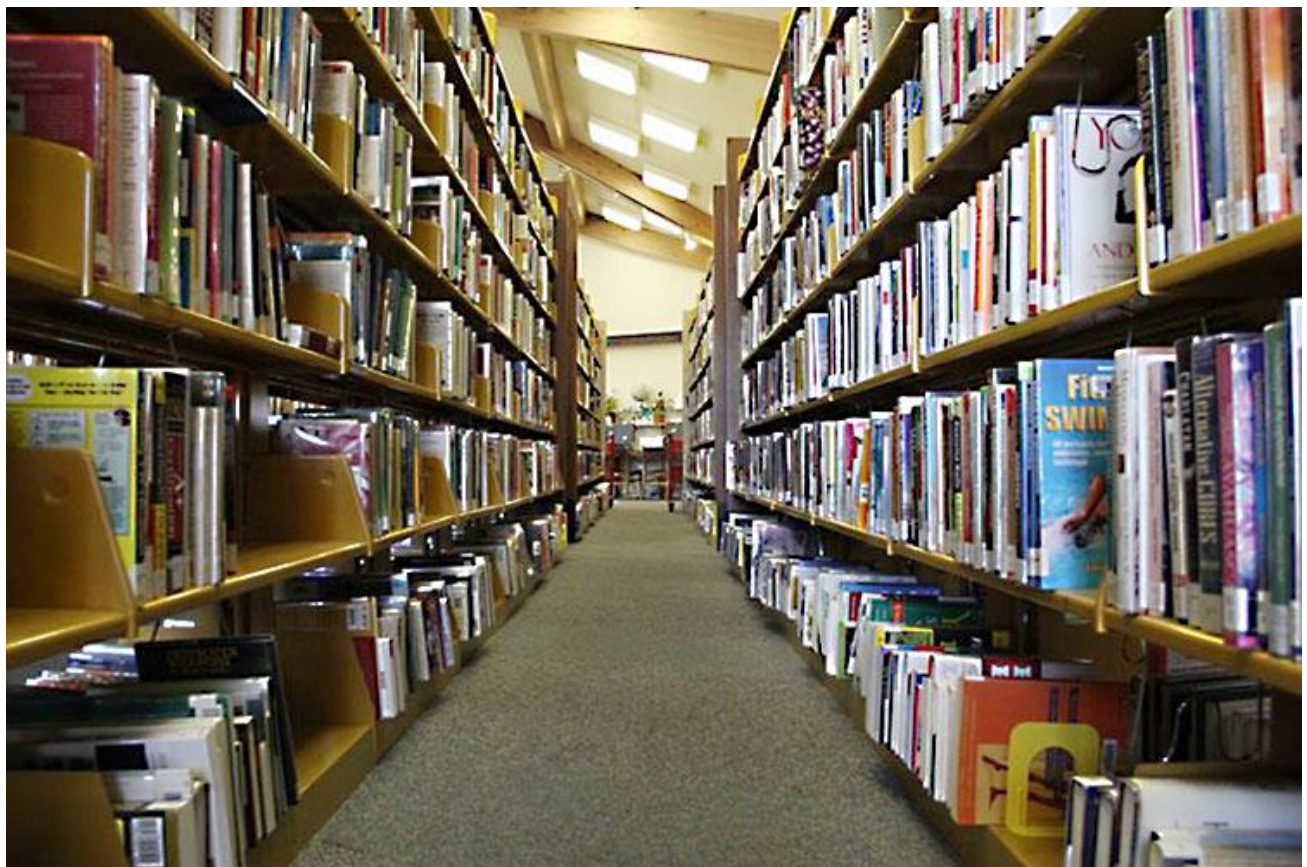
I am pleased that Grey Bears was able to restart California Redemption Value services at the Ben Lomond Transfer Station in early February, but we continue to push through CSAC for a statewide legislative fix to the collapse in the global recycling market.

CSAC is also working on California's Master Plan for Aging, a blueprint for how to prepare for the growing population of seniors in California that must be developed by October 2020.

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Libraries Closed During Shelter-in-Place; Phone Service Halted

written by [Michael Oppenheimer](#) April 3, 2020



By Diane Cowen

All branches of the Santa Cruz Public Libraries will remain closed during the shelter in place order. We ask that people do not return library materials until we reopen. No overdue fees will be charged.



In our last media update, we listed ways we planned to continue to serve the community. Unfortunately, we are no longer able to provide information services by phone.

We will continue to provide reference and information services via text and email only. To access these services, text 831.264.0647 or email: elibrary@santacruzpl.org .

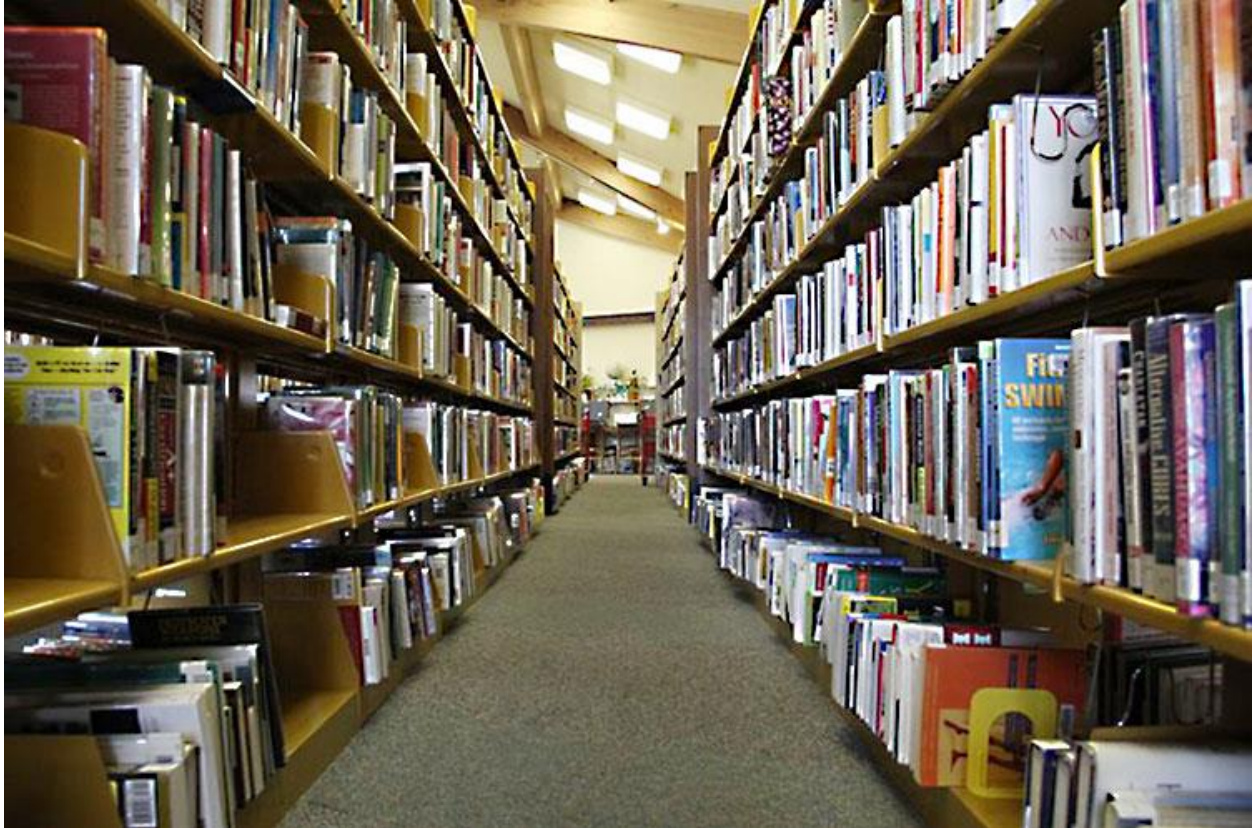
SCPL's Virtual Library provides access to thousands of eBooks, eAudiobooks, eMagazines, News, Movies, and Music 24/7 from home with your library card and PIN/password. Research collections and other eLearning options are also available 24/7 from home with your library card and PIN/password from our Research page. Educators and homeschool leaders without access to online teaching platforms are invited to try Brainfuse Help Now's MEET.

We are diligently working on new ways to deliver services and programs during this challenge. Follow us on social media @SantaCruzPL and check our website for updates, tips, and fun things you can do from home.

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LIBRARIES CLOSED DURING SHELTER-IN-PLACE; PHONE SERVICE HALTED

written by [Michael Oppenheimer](#) April 3, 2020



By Diane Cowen

All branches of the Santa Cruz Public Libraries will remain closed during the shelter in place order. We ask that people do not return library materials until we reopen. No overdue fees will be charged.

Here is the March 17 announcement from Library Director Susan Nemitz:

“Sadly, the Santa Cruz Public Libraries are temporarily suspending the use of our facilities for at least the next two weeks, effective Saturday, March 14, at 5 p.m.

With the threat that COVID-19 presents to our community, we strongly believe that this is the responsible action.

Many library services will still be available through our online website, santacruzpl.org. We are no longer able to offer phone services during the shelter-in-place order. We are also temporarily suspending the services provided by our Bookmobile.

The public schools throughout our county have also made the decision to temporarily close following the recommendations of the County Public Health Services Agency.

Like the schools, our facilities face social distancing challenges and the library supports patrons of all ages and levels of vulnerabilities.

SCPL hopes to decrease anxiety for all of us by creating a period of zero overdue fines for the remainder of March and all of April.

This means that we will charge absolutely no overdue fines for any materials returned late during the period of March 13 thru April 30. Lost and damage fees still apply.

During this temporary closure, we will continue to provide reference and information services text and email. To access these services, text 831.264.0647 or email elibrary@santacruzpl.org.

SCPL's Virtual Library provides access to thousands of eBooks, eAudiobooks, eMagazines, News, Movies, and Music 24/7 from home with your library card and PIN/password.

Research collections and other eLearning options are also available 24/7 from home with your library card and PIN/password from our Research page.

Educators and homeschool leaders without access to online teaching platforms are invited to try Brainfuse Help Now's MEET.

Over the next two weeks, we will continue to develop programs that you will be able to access from home. We invite your input during this challenging time.”

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Diane Cowen is communications manager for Santa Cruz Public Libraries, which has branches in Aptos, Boulder Creek, Capitola, Felton, La Selva Beach, Live Oak, Scotts Valley, and Santa Cruz.

Visit www.santacruzpl.org for updates

Spring into Reading Challenge

written by [See Below](#) April 9, 2020



Santa Cruz Public Libraries Spring into Reading Program
April 1 - April 30, 2020



Santa Cruz Public Libraries is hosting a virtual reading program called “Spring into Reading.” Participants will track how many minutes a day they read and complete activities to be entered in a raffle. Winners get a gift card to a local merchant.

Starting April 1, participants can record their reading online with the Beanstack platform at: santacruzpl.beanstack.com/reader365.

Participants must create an account (or login with their account from our Summer Reading Program from last year) and sign up to participate in the youth or adult version. The program ends April 30.



Capitola Library Faces Power Pole Hurdle

Rain delays and a problematic PG&E power pole mean the new Capitola library under construction will not be ready to open until the fall.

Full Story page 5

COMMUNITY NEWS

Capitola Library Faces Power Pole Hurdle

By Jordi Guzmán

Rain delays and a problematic PG&E power pole mean the new Capitola library under construction will not be ready to open until the fall.

The contractor, Otto Construction, is making progress on the \$13.15 million project despite the COVID-19 crisis, which has shuttered many non-essential businesses.

"It's starting to look pretty good," said Steve Jesberg, Capitola's public works director.

He got a 5-0 vote Thursday night from the City Council, authorizing him to pay PG&E up to \$400,000 to remove the power pole at the corner of Wharf Road and Clares Street.

It's just beyond the new library's wide expanse of windows.

At the groundbreaking in November 2018, officials expected the 11,700-square-foot building would be complete in late 2019. The next date was for completion in May and now September or October.

Delays were caused by rain and by discussions on what to do about the power pole.

The idea of undergrounding the utility lines was explored first, but that was too expensive, leaving removal of the power pole as the only option.

Meanwhile, PG&E — burdened by wildfire bills — filed for bankruptcy in

2019 and has been trying to find its way out ever since.

Jesberg said he had approached PG&E to get a cost estimate for the power pole relocation but never got one.

He said he expected PG&E to invoice the city with the city required to pay upfront and the project starting eight to 10 weeks thereafter.

Previous city estimates put the cost at \$300,000 to \$400,000.

Jesberg had some good news: With some unexpected revenue and careful spending for furnishing and fixtures, about \$650,000 is left in the library project budget to cover the power pole expense.

With the city facing a \$2.2 million shortfall in hotel room tax revenue due to COVID-19 shutdowns, the council voted 4-1 to hire pollster Gene Beegman for \$15,000 to ask voters if they would support higher taxes.

The poll will ask about three options, raising the sales tax, raising the utility tax and extending Measure F, the 10-year increase in the sales tax by one-quarter percent for essential city services.

Councilwoman Yvonne Brooks voted no. Councilman Ed Bottozzi voted yes, but he questioned whether a higher sales tax would be a solution given the COVID-19 store shutdowns. ■



Photo Credit: Jordi Guzmán

Removal of a problematic PG&E pole is holding up completion of the new Capitola Library.

Santa Cruz Sentinel **News**

Gallery | Felton library ready to open

By [SHMUEL THALER](#) | sthaler@santacruzsentinel.com | Santa Cruz Sentinel

February 20, 2020 at 7:01 p.m.



Library Assistant Melinda Pasquucci shelves inventory at the new Felton branch of the Santa Cruz Library as staff, and the community, gear up for a grand opening celebration on Saturday. The 9,000-square-foot branch includes a community room, teen room, study space, fireplace area and outdoor patio for reading and conversation, special collections and materials focused on environmental literacy and thousands of new materials as well as the County's new adjoining Felton Discovery Park. The new library replaces the 1,100-square-foot Faye Belardi Memorial Library down the street that has served the Felton community since 1956. The project is the first library to be completed from the Measure S funds: A \$67 million bond measure passed in 2016 to renovate all 10 branches of the SCPL. \$10 million was assigned to the Felton project. (Shmuel Thaler – Santa Cruz Sentinel)





Sharon Hull, This Week in the

Garden | Keep water saving in mind

By [SHARON HULL](#) | Santa Cruz Sentinel

February 27, 2020 at 4:00 p.m.

After a wet and promising start to our winter season, we are all sadly aware that for the past six weeks, a high pressure ridge off the coast has prevented Alaskan storms from reaching Central California. Yet spring has “sprung” here as it does every year, wet or dry, with a lot already in bloom. This continuing dry period is a reminder that as we start our spring and summer gardens, our plans should once again include water saving measures, since we can’t count on those storms getting through the ridge. Though we are fervently hoping that we finally get some rain in the next few weeks, it may well be inadequate to recharge the ground water supply and to build up the snow pack in the mountains that feeds our rivers and streams. We should all keep our fingers crossed!

With water saving in mind, this would be an excellent time to convert your irrigation system to drip, if you haven’t already done it. Before your plants are too large to easily work around, and while you can still readily get into the beds without squishing or breaking something and can see what you are doing, it is the optimal time to put in a drip system. Most garden centers and some home supply stores have drip supplies and most brands supply a free how-to booklet. **The public library also has books that describe how to install a drip system, and of course you can find multiple resources on line.** You can of course hire a professional to do this for you, but unless your garden is very large or you garden on a steep slope which complicates things, creating a drip system is definitely something most gardeners can do for themselves.



This is also the perfect time to take a close look at what you have growing where. Grouping plants that have similar water needs makes it much easier to irrigate only as required. If you have a few bare spots, consider planting California natives or plants from other Mediterranean climates around the world, none of which will have extravagant water needs. Gradually converting most of your garden to low-water use plants will save you money in the

long run and safe-guard our precarious water supplies. Several local nurseries specialize in natives and Mediterraneans, and most general garden centers have generous stocks as well. If you aren't familiar with just how stunning many of our native plants can be, pay a visit to the California Collection at the UCSC Arboretum and to the native section at the Horticultural Center at Cabrillo College. Note what catches your eye as you wander through the gardens so you can do a bit of research later on mature size, bloom duration and soil preference of the plants you like. The website of Las Pilitas Nursery in Escondido <http://www.laspilitas.com/> offers abundant information on natives. And if you enjoy sharing your garden with native critters, the site has generous sections on plants that birds, animals and pollinating insects need for food or shelter.

Mediterranean plants can also be valuable resources for wildlife, as well as beautiful and water-saving. Both the UCSC Arboretum and the Cabrillo College gardens have large sections where you can see mature blooming plants from the other Mediterranean areas of the globe. At the Arboretum, the Australian and South African gardens host numerous nesting hummingbirds, especially around the big old Grevilleas with their odd but lovely nectar-rich flowers; visit to watch the males perform the spectacular aerial swings and dives of their mating displays. (Mar 21 is Hummingbird Day at the Arboretum though the birds are performing already. Go to <https://arboretum.ucsc.edu/news-events/events/recurring-events/hummingbird-day/index.html> for details.) You'll find the Mediterranean plants in these gardens available for sale at Norrie's Gift Shop near the entrance to the Arboretum, in most local nurseries, and at Cabrillo Horticulture's annual spring sale, traditionally on Mother's Day weekend. (As I write this, the Cabrillo website has not been updated for 2020 so phone 479-6241 for details).

Garden tips are provided courtesy of horticulturist Sharon Hull of the San Lorenzo Garden Center. Contact her at 831 423-0223.

Santa Cruz transit advocacy group seeking roadblocks to multi-story parking garage



The Campaign for Sustainable Transportation is launching a ballot petition effort in support of bringing a proposed new Santa Cruz downtown parking garage/library project to public vote before it can advance. (Dan Coyro — Santa Cruz Sentinel file)

By **JESSICA A.**

YORK | jyork@santacruzsentinel.com | Santa Cruz Sentinel

PUBLISHED: March 3, 2020 at 5:47 p.m. |

UPDATED: March 3, 2020 at 5:48 p.m.

SANTA CRUZ — An activist with a history of taking on big-city infrastructure projects once again is leading the charge in seeking to reset the development playing field in Santa Cruz. This time, however, the battle is coalescing around building multi-story parking garages in the downtown rather than around the conversion of seawater into a drinking supply.

Rick Longinotti, co-chairman of the Campaign for Sensible Transportation group, kicks off a campaign Saturday to qualify a voter initiative for the November election. The proposed initiative's authors would seek to force city leadership to obtain residents' backing before increasing the city's parking garage supply in the future.

If the advocacy group is successful in securing some 6,000 verified petition signatures by May 18, voters could end up weighing the proposed city charter amendment during the November election. Charter amendments require signatures of 15% of registered city voters, while standard initiatives require 10% and political recalls need 20%. Longinotti said Tuesday that his group was approved to begin seeking signatures at the beginning of January but opted to wait until after this week's Santa Cruz City Council recall election before drawing volunteers to his cause.

Downtown parking

City administrators have worked unsuccessfully for years to consolidate parking in a new multi-story structure in order to free up downtown surface lots for additional development and to replace leased lots. The conversation veered in a new direction in 2016 with the [introduction of a proposed joint effort](#) between the Santa Cruz Public Libraries system and the city's multi-story parking garage concept. The move came after voters approved June 2016's Measure S, supporting a systemwide Santa Cruz Public Libraries facilities improvement bond measure that would fund a downtown library project. City leaders directed library officials to create a citizens advisory committee to discuss design plans and the city Downtown Commission to come up with a parking fee plan to fund the new garage. In September 2018, the council [approved in concept](#) the joint garage-library project at Cedar and Cathcart streets, with affordable housing units newly added. Then, a newly elected Santa Cruz City Council majority [sent the planning effort back to the drawing board](#) in May. A council subcommittee is awaiting an architect's cost analysis comparison of building a joint library-garage versus remodeling the library at its existing Church Street site.

"Certainly the results of their inquiry into cost of a mixed-use structure, that could certainly end the whole concept right there, if they find out it's financially infeasible," Longinotti said of the city's studies.

The proposed ballot measure, Longinotti said, is simply "an insurance policy," in case the pending recall of two council members proves successful, or if the upcoming November council election shifts the voting majority toward policymakers who support a mixed-use project. Longinotti said, were the initiative to qualify for the ballot, the extended timeline could make a joint library-garage project infeasible, based on limitations on bond proceed spending.

Campaign for Sensible Transportation members, with backing from transportation consultants, have postulated that transportation trends are moving away from a need for parking garages in the future, making such a city investment costly and quickly obsolete. Instead of investing in a five-story garage, Longinotti suggested, the council spend some of its savings in curbing a budget shortfall projected for a more robust library renovation and to join forces with downtown property owners to build a smaller mixed housing-parking project with just a single-story garage.

Desal ballot

The garage ballot initiative effort is familiar territory for Longinotti, who is the founder of another group, Santa Cruz Desal Alternatives. That group formed to oppose the city’s plans to build a seawater desalination plant in collaboration with Soquel Creek Water District. Similarly, Desal Alternatives sought — successfully — to qualify an initiative for the November 2012 election that required citizens’ permission to build a desalination plant. Voters approved the charter amendment, with 72% support, after some [\\$11 million had been spent](#) on planning for the effort in the previous six years.

The city continued studying the project’s environmental impacts, but ultimately city leaders opted in [mid-2013 to suspend](#) working on the proposal in favor of relaunching a supplemental water supply strategy from scratch when it became clear that public support was not behind the effort. The effort left partner Soquel Creek Water District in the lurch, forcing the utility to ultimately pivot to a wastewater recycling plant project that is only nearing its construction launch this year.

For information, visit voteongarage.org/.

Santa Cruz spells out citywide coronavirus response



With very little pedestrian traffic on Pacific Avenue in downtown Santa Cruz around 10:30 a.m., Tuesday morning, a city worker cleans the sidewalk. (Dan Coyro — Santa Cruz Sentinel)

By [JESSICA A. YORK](#) | jjork@santacruzsentinel.com | Santa Cruz Sentinel

PUBLISHED: March 25, 2020 at 4:28 p.m. | UPDATED: March 25, 2020 at 4:29 p.m.

SANTA CRUZ — How the city is being affected by and responding to coronavirus dominated Tuesday’s City Council meeting.

A meeting item generally reserved for City Manager Martín Bernal to provide the council with typically quick general updates stretched for hours as department heads provided status updates during an otherwise minimal agenda.

Bernal himself alluded to the financial impacts for a city heavily financially dependent on its tourism industry during a county- and statewide shelter-in-place order designed to slow the spread COVID-19.

“As you all know, we are currently facing an unprecedented event as it relates to the COVID-19 outbreak and the situation is changing what seems like by the minute,” Bernal said, later adding, “The city itself will face a significant revenue loss and budget deficit that we’ll have to confront in the near future.”

Fire

Among other updates, city Fire Chief Jason Hajduk assured the council that his department was fully functioning, despite having “a number of people who are sick and most likely it is COVID-related,” though unconfirmed. His personnel have their temperatures taken as they check in and out of their shifts and stations have implemented a “very aggressive cleaning policy” to protect both first responders and those they are caring for, Hajduk said. As part of a countywide emergency response, Santa Cruz Fire also has launched “quick response vehicles” that are designed to “minimize the exposure of our public safety personnel while ensuring that we have the proper response for people who potentially have COVID-19.”

“I am confident that we can maintain services. It may be different than what we’ve done in the past, but we will be here and we are trying to support all of our city functions as well as maintain our essential fire department delivery,” Hajduk said.

Police

Police Chief Andy Mills, ahead of a press release issued by the Santa Cruz Law Enforcement Chief’s Association on Tuesday afternoon warning of pending increased shelter-in-place enforcement measures, told the council that most people were staying home. However, he said, countywide law enforcement is expected to increase going forward, at the suggestion of the health department, Mills said.

“Our goal is to educate people and then engage with people to make sure that they understand the order to shelter-in-place and then enforce as needed,” Mills said. “Our goal, however, is to gain voluntary compliance, so that we’re consistent no matter where we are.” Seven of Santa Cruz Police Department’s officers are sick, though Mills said they were not yet diagnosed as COVID-19 patients and are being isolated until they can be tested. Police personnel undergo a rigorous decontamination procedure when they come into and go out of work and get in and out of their patrol vehicles, Mills said. Department pre-planning means that officers have the appropriate sanitary supplies, he said.

Both city police and fire personnel have had immediate vacation plans canceled and officers are working 12-hour shifts, officials said.

Public works

Public Works Director Mark Dettle said that residential trash collection customers, stuck at home, will not be penalized if they stack an extra bag of trash on top of their full canisters during the emergency. He also urged residents, facing potential toilet paper shortages, not to flush baby wipes — even the “flushable” ones — down their toilets nor try to put personal hygiene materials in their recyclable and green waste bins. Jump bicycle rentals have been suspended for the duration of the emergency. The typical time limits and fees collected for

downtown and beach street meters, parking garages, the Santa Cruz Municipal Wharf and public lots are not being enforced, Dettle said.

Water

Water Director Rosemary Menard said that “everyone should have good confidence in the drinking water,” as the city water treatment process provides “excellent virus protection/virus reduction through disinfection.”

Water department personnel are being cross-trained across divisions to provide backup staffing in case of increased employee absences. The department is addressing the economic fallout related to the coronavirus by developing procedures for residential and business customers unable to pay their utility bills, Menard said. Water utility service disconnection, late fees and nonpayment penalties have been suspended, she said. Loch Lomond Recreation Area is closed to the public for “the foreseeable future,” Menard added.

Other departments

Parks and Recreation Director Tony Elliot said that while many city recreational facilities and classes have been closed, the wharf remains open daily. All city parks and beaches remain open, he said, except for the city-run DeLaveaga Golf Course. Park bathrooms remain open, with the exception of the wharf and golf course’s facilities, Elliot said.

The Planning and Community Development Department is offering limited building inspections but has suspended its rental and code inspections. The Santa Cruz Public Libraries system has suspended use of all its facilities through April 10, though online services are still operating. Library officials are requesting the patrons do not return their books for the interim, and late fees have been waived.

The city’s response to the coronavirus is being updated online at cityofsantacruz.com/community/city-newsroom/response-to-covid-19.

Santa Cruz Sentinel *Editorials*

Guest Commentary | We’re all in this together

PUBLISHED: March 22, 2020 at 5:00 a.m. | UPDATED: March 22, 2020 at 7:20 a.m.

By Councilwoman Martine Watkins, Vice Mayor Donna Meyers and Mayor Justin Cummings

To the people of Santa Cruz, you are in our hearts and our minds. We want to specifically speak to our single parents, social service providers, educators, small business owners and workers, elders, families with young children, college students, undocumented residents, those with pre-existing conditions, and all of our most vulnerable living in our city. We want you to know that we feel your unease, we understand your situation, and we are committed to supporting you.

Not everyone in our community has safety nets. To our residents who work so hard, often two or more jobs, and those on fixed incomes, often surviving week-to-week, we take our obligation to you as your elected officials seriously. We will advocate for you.

As much as we wish we could go about our daily lives as normal, to control this situation, we simply cannot. We must follow the directions of our health officers. Which means we stay home. We wash our hands. We help our elders. We do all we can to mitigate the foreseeable

impacts of the coronavirus in our community. We seek moments of connection as we adapt to directives to force social distancing.

Please know, Santa Cruz, that our city staff are working day and night on your behalf. We have only gratitude and appreciation to our selfless service workers, city employees, medical professionals, first responders and all those on the front lines. We thank you for your tireless commitment to ensuring the health, safety and well-being of our residents.

We are regularly connecting with our county, state and federal officials to respond to current developments and plan for those who are most at risk. The City Council will meet Tuesday to consider policies to affirm our positions – renter protections, home owner protections, and business protections.

These policies are going to help support and protect the most vulnerable in our community. We are not alone in making sacrifices and enacting programs to protect and support those we're sworn to serve.

We thank our food providers, education institutions, social safety net services, and our private sector partners and beyond for their equal commitment to serve and protect our community.

We understand that many residents will need to seek social services in our community amongst this public health crisis. This is a dynamic situation where information and circumstances can evolve quickly.

We ask you seek to adhere to social distancing. Please only buy what you need; for our collective well-being is at stake. We ran for office to serve our community and we're committed to doing just that.

Our shared humanity will get us through this difficult time. Stay strong and connected Santa Cruz.

To stay informed please stay connected to the City of Santa Cruz's website:

<http://www.cityofsantacruz.com/community/city-newsroom/response-to-covid-19> or at the county's page:

<http://www.santacruzhealth.org/HSAHome/HSADivisions/PublicHealth/CommunicableDiseaseControl/Coronavirus.aspx>

If you are a concerned employee or business owner, resources are available through our Economic

Development Department at: <https://choosesantacruz.com/information-for-businesses-in-response-to-covid-19>

The Santa Cruz Public Library Community Information Database has resources for seniors, children, housing, veterans, amongst others: <https://www.santacruzpl.org/cid/> 211 is a comprehensive 24 hours a day 7 days a week resource. Link:

<https://www.211santacruzcounty.org/about-us/>

And for most current educational updates visit the Santa Cruz County Office of Education's website: <https://santacruzcoe.org/superintendent/health-and-wellness/coronavirus/>

We also know the anxiety and stress this causes for our residents. We feel your emotions. No doubt, these are remarkable times. We ask you seek space to breathe, find moments of beauty, appreciation and gratitude.

For mental health services contact: Mental Health Services: Call (831) 454-4170 or 1-(800) 952-2335 24-hours and for other challenges, our 211 Center may be able to help with services available 24 hours a day, 7 days a week in 150 languages. Just call 211 or text the word “COVID19” to 211 for assistance.

The authors serve on the Santa Cruz City Council.

Guest Commentary | Parking structure would be a loss for downtown

April 28, 2020 at 7:00 a.m.

By Curt Simmons

On March 16, like nearly every other small business owner in downtown Santa Cruz, I closed my office doors. Twelve employees plus my business partner and I now sit at home wondering when it might be safe to invite our family of patients back for their vision care. At some point I hope to continue what I have been doing in Santa Cruz for the last 30 plus years, however I also have concerns about our economic outlook.

Patience, planning and significant belt tightening will be imperative as we begin to open our businesses.

These imperatives bring me to a subject that I wrote about in this newspaper on July 14, 2019 in a letter signed by a dozen other downtown business owners. The City is proposing a massive new parking structure that would occupy the site of the current weekly Downtown Farmers Market. The Downtown Library would be a first-floor tenant in this structure. The City estimated the cost to the Downtown Parking District to be \$37 million. Borrowing the funds would require debt payments of \$2.9 million per year over the next 30 years – a total amount of \$87 million. Financing would depend on revenue from parking district fees, a City staff model that predicts an increase in parking demand over the coming years.

This model ignores expert studies that indicate we already have ample parking spaces downtown and that future parking demand will remain flat. It ignores the downward trend in parked vehicles downtown since the peak in 2008. It ignores the possibility of future economic downturns, such as the one we are currently experiencing. It ignores the City’s Climate Action Plan that calls for reduced vehicle trips.

If and when the Downtown Parking District can’t pay its debt, what happens? The City could raise parking fees again. Or the City could re-institute the deficiency fee paid by businesses downtown that is now being phased out by 2024. Neither scenario is favorable to businesses. If the City wants to support small businesses downtown at this time of crisis it should:

1. Abandon the garage proposal, relying instead on measures to address parking demand recommended in the Nelson\Nygaard report, Santa Cruz Strategic Parking Plan.
2. Terminate the deficiency fee now instead of phasing it out over the next four years.

In order to win support for its concept of a library/garage, the City proposed adding affordable housing to the project. We still do not know how many units this would provide, what the costs would be, and how they would be funded. If affordable housing is a desired outcome, the City has other parking lots that can be converted to affordable housing, in some cases with preserving parking on the ground level.

This proposed parking structure would end any possibility of a lovely Downtown Commons and permanent home to the Farmers Market at its current location. While virtually every

European, Central American or South American city or town of any size has a central public park, most of our modern US cities have neglected to include one in the planning process. Priority is given over to the auto. Downtown parks are a haven for residents, workers and tourists alike. People visit cities for what they offer; cultural, educational, artistic, entertainment and economic opportunities, not their parking structures. If we lose this space, we will likely never have another opportunity to create such a valuable community asset. *Dr. Curt Simmons has operated Plaza Lane Optometry for 25 years. The following business owners and operators add their names to this letter: Dr. Jennifer Buell, Plaza Lane Optometry; Patrice Boyle, Soif Wine Bar; Paul Cocking, Gabriella Café; Lisa Graham, Agile Monkey; Lauren McLaughlin, Salon on the Square; Joseph Schultz, India Joze; Paul Speraw, Metavinyl; Stuyvie Bearns Esteva, Lupulo; Bubba Rader, Berdels; Anna Maleta, East West Acupuncture Clinic; Aaron Little, EyeQ.*

Santa Cruz Sentinel *Letters to the Editor*

Letter | Renovate library, keep farmers market location

March 7, 2020 at 5:00 a.m.

Our community is fragile. Jessica York's balanced article on residents' efforts to qualify a ballot initiative allowing Santa Cruz voters a say on multi-level garages in our city captures the complexity of the issue, yet doesn't include the economic vulnerability of Santa Cruz voters. The coronavirus demonstrates that our economy is fragile. A six-story garage atop a library at a cost of \$87 million puts residents at economic risk. In a recession, or hiccup, who will be accountable for the yearly \$2.9 million debt for this project? Santa Cruz residents. Not county residents who voted for Measure S, nor those who advocate for a hybrid garage/library project. From where will the Council draw to meet loan demands in an economic downturn? Renovate the current library, keep the current farmers market location, and heed experts' advice — don't build an unnecessary \$87 million concrete garage.

— *Bob Morgan, Santa Cruz*

Letter | Library resources needed during this time

March 25, 2020 at 5:00 a.m.

While we are in "virus crisis" and schools are closed, we need access to books, tapes and CD's available in our libraries. Our students, and any parents helping them, are in dire need of these resources. Since the virus itself becomes ineffective after 72 hours, returned items could be quarantined and then re-issued after that time.

Libraries can be set up on a take-out basis, eliminating personal contact. Users would request items online and pick them up. A small “return staff,” using standard medical protocols, could operate the quarantine area. While access to computers and tables would be hard to manage, library materials are easier.

This crisis may last for months. Please, for the sake of thousands of students and library patrons, make these resources available. If you don’t think you have enough staff, there are hundreds of parents, students and library friends who would volunteer in a heartbeat.

— *Allan McLean, Scotts Valley*

Letter | Library should offer take-out program

April 5, 2020 at 5:00 a.m.

One of the great advantages to audiobook materials are their portability. Most people do not have an adequate or portable e-machine to access library e-sources. Books, playaways and CDs can go anywhere or listened to while working/doing chores, etc.

Now that we are sheltered in place, not having this resource is a glaring omission, certainly an “essential” in many lives under SIP.

The library could manage a program to allow patrons online ordering and checkout, then pick up when/where appropriate. Restaurants do take-out why not the library?

If checking-in of materials is required at some point, disinfecting is not difficult.

This is one way to serve our community in crisis while allowing workers to earn a living, a good example of win-win.

— *Merritt Edmunds, Santa Cruz*

Santa Cruz Sentinel *Coastlines*

Coast Lines | Hospice of Santa Cruz informs volunteers

February 25, 2020 at 6:00 a.m.

APTOS

Hospice of Santa Cruz County is hosting informational sessions for residents interested in volunteering. The sessions will be held from: 10-11 a.m. March 6 at the Aptos Public Library, 7695 Soquel Ave., 10:30-11:30 a.m. March 9 at the Watsonville Public Library, 275 Main St., Suite 100 and from 9-10 a.m. March 10 at The Ugly Mug Coffee Shop, 4640 Soquel Drive.

The spring 2020 training starts April 15 in Watsonville at the Hospice of Santa Cruz office, 65 Nielson St., Suite 121. The application deadline is April 6. Applications can be found online at hospicesantacruz.org or by calling 831-430-3000.

Coast Line | Discussion on March 5 in Aptos focuses on migrant experience

March 3, 2020 at 4:00 p.m.

APTOS

The Friends of the Aptos Library group will host its final Our Community Reads event of the year at 7 p.m. Thursday at Temple Beth El, 3055 Porter Gulch Road.

Titled “The Migrant Experience, Past and Present,” the discussion centers on this year’s selected book, Patriot Number One by Lauren Hilgers.

UC Santa Cruz professors Grace Peña Delgado and Nancy N. Chen will discuss the historical and cultural contexts of migration and the exclusionary policies that shaped the experiences of Chinese migrants living in the U.S. The event is moderated by doctoral candidate Bristol Cave La-Coste.

Doors open at 6:30 p.m. This event is free and open to the public. For information, visit friendsofaptoslibrary.org.

Coast Lines | Library supports students by helping teachers

March 6, 2020 at 12:00 p.m.

SANTA CRUZ

Santa Cruz Public Library is committed to supporting children with learning and academic development by working with schools and teachers. Teachers often need to reserve and borrow large quantities of library materials and to keep them for longer periods of time. That’s why Educator Library Cards to meet these unique needs have been created. Educator Cards allow teachers to borrow library materials for longer and to request more reserves. Overdue fines are not charged to Educator Cards but replacement fees for lost or damaged items are charged. Educator cards need to be renewed annually.

Educators who are employed by an educational institution (religious, public and private schools, preschools, licensed child-care providers, etc.) in Santa Cruz County may have Educator Card borrowing privileges. Educators can apply for an Educator Card at any SCPL branch.

Applicants will need to present one of the following items as confirmation of eligibility:

- School ID badge.
- Copy of a contract or letter confirming employment.
- Pay stub.
- Printout of online pay information.
- Copy of current childcare license.

Educator Cards are for material for curriculum support or classroom use only. Teachers may use their personal cards for library materials checked out for personal use. Educator cards expire one year from date of issue. Bring one of the acceptable IDs listed above to renew your card.

Coast Lines | Drag Story Hour stops in Santa Cruz

March 6, 2020 at 12:00 p.m.

SANTA CRUZ

In an effort to let children know to be kind to others who are different and there’s nothing wrong with being yourself all the while promoting literacy, Leilani Price, along with the Office of Equity at Cabrillo College and the Cabrillo College Student Senate, is hosting Drag Story

Hour. Drag queens will read stories to children from 11 a.m. to 12:30 p.m. March 21 at Santa Cruz Library — Downtown Branch, 224 Church St. in the upstairs meeting room. Drag Story Hour will continue from 11 a.m. to 12:30 p.m. April 18 at the Cabrillo College Watsonville Center, 318 Union St. in Watsonville, Room A 130.

There will be a free photo shoot along with meet and greet at 10:30 a.m. before each event. Call 559-273-1601.

Coast Lines | Advance Directive sessions start Monday

March 6, 2020 at 12:00 p.m.

APTOS

Hospice of Santa Cruz County and the Santa Cruz Public Library System are partnering in a free presentation about advanced healthcare planning and individual follow-up consultations. An Advance Directive helps ensure that individuals receive the medical care they want.

The Essentials of Advance Directives presentation will be held from 10:30-11:30 a.m. Monday at the Aptos Public Library, 7695 Soquel Drive. Free, no registration required. Attendees will learn the basics of Advance Directives.

Advance Directive individual sessions will be held from 10:30 a.m. to 1:30 p.m. March 23 at the Aptos Public Library. Free, but registration is required. People can sign up for a 45-minute individual consultation to review and complete their Advance Directive by calling 831-430-3047 or emailing vsilverstein@hospicesantacruz.org.

Coast Line | Events changed amid coronavirus concerns

By [DONALD FUKUI](#) | dfukui@santacruzsentinel.com | Santa Cruz Sentinel

March 14, 2020 at 3:00 p.m.

SANTA CRUZ

Events changed amid coronavirus concerns

Editor's note: In the interest of public safety, all coronavirus coverage is being provided free to all readers. Support your local reporting team with a subscription to the [Sentinel](#).

Reported closures, cancellations or postponements in Santa Cruz County in the light of coronavirus concerns:

Closed:

- The Mid-County Senior Center in Capitola has suspended operations. For information, visit www.mid-countyseniorcenter.com.
- The Santa Cruz Public Libraries will be closed for at least until March 28. Some services will still be available through online and phone services.
- The Sanctuary Exploration Center in Santa Cruz will be closed to the public until further notice.
- All Santa Cruz County public schools will be closed to March 20.
- Mount Madonna School will be closed from Monday to April 5. Part of the closure falls during the school's spring break.
- The Boardwalk, the Coconut Grove and Boardwalk Bowl are closed until March 27.

Rescheduled:

- The Panetta Institute for Public Policy lecture titled “An Economy on Borrowed Money” scheduled for Monday will be rescheduled, the institute announced. No date has been announced.
- San Lorenzo Valley High School’s College & Career Fair scheduled for March 25 has been rescheduled. The fair has tentatively been rescheduled for April 30.
- The Sierra Club’s March 19 presentation on Namibia by Barry Bowman has been rescheduled for 7 p.m. May 21 at the Live Oak Grange, 1900 17th Ave. For details, visit sierraclub.org.
- The National Agriculture Day Spring Luncheon scheduled for Wednesday has been rescheduled. The new date of the event is May 27.

Canceled:

- The pancake breakfast scheduled for April 12 and the Spring Tea scheduled for May 3 at the Market Street Senior Center both have been canceled.
- Mountain Community Theater’s “One Flew Over the Cuckoo’s Nest,” which was due to run from March 13 – April 5 has been canceled. For updates on the rest of the season, visit mctshows.org.
- Episcopal Church St. John’s Worship Services and Youth Program visit to the Aptos Junior High’s Lounge are both canceled Sunday.
- Santa Cruz County Parks has canceled all programs, events, activities in facilities and any rentals effective through March 30.
- The Resource Center for Nonviolence’s Pashtun Nonviolence program scheduled Sunday has been canceled. The center is closed for all public meetings and events until March 31.
- The California Retired Teachers April luncheon has been canceled. The next luncheon is scheduled for June 3 at the Seacliff Inn.
- The Dante Alighieri Society lecture “Papal Propaganda in the Reformation Era” scheduled for Sunday has been canceled.
- The Lenten Fish Frys hosted by the Italian Catholic Federation Branch 227 of Capitola and scheduled for March 20, March 27 and April 3 have been canceled.
- Passport Saturday scheduled for March 21 by the Santa Cruz County Clerk has been canceled. The next Passport Saturday is scheduled May 16, according to County Clerk Gail Pellerin. For information on travel requirements and how to apply for a U.S. passport, visit travel.state.gov, sccooclerk.com or call 831-454-2060.
- The next installment of Calvary Episcopal Church’s community forum series All About Labyrinths scheduled for March 21 has been canceled.
- Special Olympics Northern California’s Santa Cruz Polar Plunge fundraiser scheduled for March 21 has been canceled. Special Olympics Northern California will monitor the situation and reevaluate the status of future events after April 1, the organization said in a news release.
- The Aptos/La Selva Fire Protection District & Central Fire Protection District of Santa Cruz County CPR class scheduled for March 28 has been canceled. For information on the next class, visit aptosfire.com.

Postponed:

- The Strawberry Fields Forever’s annual fundraiser scheduled May 17 is postponed to Oct. 11. For information, visit cyclistsforculturalexchange.org/sff.
- The Young at Heart show scheduled April 5 at the Market Street Senior Center has been postponed.
- The 35th annual Big Sur Marathon scheduled for April 26 has been postponed. In a press release, the marathon said it is looking for a date in late summer or early fall.
- Meals on Wheels for Santa Cruz County Rotary and Community Champions weeks that were scheduled for March 16-20 and March 23-27 has been postponed. Meals on Wheels for Santa Cruz County will notify the community when new dates have been determined for these community service weeks. For information, visit communitybridges.org.
- Meals on Wheels for Santa Cruz County Food from the Heart luncheon scheduled for April 3 has been postponed. The luncheon has been rescheduled to this summer. Anyone that has already purchased tickets to the event, can elect to keep their reservation or receive a refund by emailing info@cbridges.org.
- A climate forum sponsored by Extinction Rebellion Santa Cruz and scheduled for March 20 has been postponed. For information, visit xrsc.earth/new-events.
- The Aptos Chamber of Commerce’s It’s High Time for Tea & Fashion scheduled for Sunday has been postponed. The event will be held at a later date, according to the chamber. For information, email chamberapptos@gmail.com.

The 52nd annual Santa Cruz Classic Criterium scheduled for March 22 on Beach Hill has been postponed. For information, visit velopromo.com.

Live stream:

- Twin Lakes Church in Aptos will move its worship services to live-stream only Sunday and March 22. For details, visit tlc.org.
- Vintage Faith Church in Santa Cruz will live stream services Sunday and March 22 on [Facebook](https://www.facebook.com).

Services at Unitarian Universalist Fellowship of Santa Cruz County for at least the next two weeks will be streamed. Visit uufsc.org for details.

- Women Rocking Business LIVE, an annual entrepreneurial training led by CEO of Women Rocking Business Sage Levine, will now be live-streamed March 17-19.

Coast Lines | Public libraries offer virtual cards, help to connect

April 15, 2020 at 3:51 p.m.

SANTA CRUZ COUNTY

The Santa Cruz Public Libraries (SCPL) has worked with vendors to enable the community to gain instant access to digital collections of ebooks, audiobooks, movies, music, and more by getting a library card entirely online. If you have a library card but don’t know how to download ebooks and other content available online, staff is standing by to help by phone, email, or text. To get help, call 831-427-7713, email elibrary@santacruzpl.org, or text 831-264-0647. Telephone Information Services is available daily from 10 a.m. to 5 p.m.

A popular discussion series, Conversations for Change, has shifted to online delivery via Zoom. The libraries started an accredited online high school diploma and career certification program, an online storytime for adults, and craft demonstrations. Next month, the libraries

off a new four-part series called Sheltering in Faith, which brings together Santa Cruz County leaders of diverse faith traditions, perspectives and practices to help with Sheltering in Place. The series includes:

- Crisis & Recovery: 10-11:30 a.m. May 4.
- Grief & Loss: 3-4:30 p.m. May 6.
- Separation & Connections: 1-11:30 a.m. May 11.
- Meaning & Productivity: 3-4:30 p.m. May 13.


Register to receive Zoom invitations on the Virtual Events Calendar at santacruzpl.org/calendar.

Reviews

Library branches are frequently reviewed and rated on sites like Yelp, Google+, and Facebook.

Google+ Reviews

Felton received a 5 Star Review on February 27

This is a beautiful addition to the valley and can't wait to spend more time here! 

Felton received a 1 Star Review on March 8

Not very quiet. While I was here there were a lot of kids running around, being loud, and coughing everywhere. I understand it's people not being able to control their kids, but it would be nice if the librarians said something about it.

Felton received a 5 Star Review on March 9

Warm and welcoming. Check out the Discovery Park out back!

Scotts Valley received a 5 Star Rating with no review on March 11

Yelp Reviews

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



STAFF REPORT

DATE: May 7, 2020
TO: Library Joint Powers Authority Board
FROM: Susan Nemitz, Library Director
RE: 3rd Qtr. Report Community Impact Measures

STAFF RECOMMENDATION

Accept and File Community Impact Measures for 3rd Qtr. 2019-2020

DISCUSSION

This 3rd quarter report covers the time period of July 1, 2019 through March 31, 2020 and compares this data to the previous year.

- Total circulation system-wide decreased by 8%.
- Total visitors by branch system-wide decreased by 24%.
 - Capitola and La Selva Beach were closed during this time period.
 - Felton reopened on February 22, 2020.
 - Boulder Creek closed on February 22, 2020.
- Total number of new registrations decreased by 9%.
- Total hours of public internet computer use system-wide decreased by 26%.
- Total hours of wireless internet sessions decreased by 19%.
- Total sessions of public internet use decreased by 29%.
- Total number of public wifi sessions decreased by 28%
- Total hours of meeting room use system-wide decreased by 18%.
- The total number of programs held system-wide decreased by 1% and system-wide program attendance decreased by 30%.

Attachment: 3rd Quarter Community Impact Measures

Report Prepared by: Kira Henifin,
Principal Management Analyst

Reviewed and Forwarded by: Susan Nemitz, Library Director

CIRCULATION BY BRANCH											
	QTR 1			QTR 2			QTR 3			YTD Totals	
	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY 19/20	% Change	FY18/19	FY19/20
Aptos	57,895	57,622	-0.5%	52,313	52,919	1%	56,406	45,835	-19%	166,614	156,376
Boulder Creek	10,599	10,589	-0.1%	10,423	9,387	-10%	11,280	5,567	-51%	32,302	25,543
Branciforte	20,779	20,325	-2.2%	19,196	18,534	-3%	21,225	16,901	-20%	61,200	55,760
Capitola	8	0	-100.0%	0	0	0%	0	0	0%	8	0
Downtown	65,435	59,841	-8.5%	59,609	54,533	-9%	63,142	46,755	-26%	188,186	161,129
Felton	6,331	6,258	-1.2%	6,221	2,600	-58%	6,281	8,807	40%	18,833	17,665
Garfield Park	12,899	14,077	9.1%	12,239	13,585	11%	12,793	11,698	-9%	37,931	39,360
La Selva Beach	4,622	3,803	-17.7%	4,504	22	-100%	4,978	0	-100%	14,104	3,825
Live Oak	45,091	46,950	4.1%	41,225	44,236	7%	46,287	38,089	-18%	132,603	129,275
Scotts Valley	47,351	47,723	0.8%	42,734	46,643	9%	46,741	40,423	-14%	136,826	134,789
Outreach	11,523	9,732	-15.5%	11,332	9,796	-14%	10,220	8,969	-12%	33,075	28,497
TOTAL	282,533	276,920	-2.0%	259,796	252,255	-3%	279,353	223,044	-20%	821,682	752,219
Digital Branch	61,538	85,739	39.3%	73,036	85,148	17%	73,643	103,408	40%	208,217	274,295
Total incl. DB	344,071	362,659	5.4%	332,832	337,403	1%	352,996	326,452	-8%	1,029,899	1,026,514

VISITORS BY BRANCH											
	QTR 1			QTR 2			QTR 3			YTD Totals	
	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20
Aptos	37,125	38,126	2.7%	35,786	33,943	-5%	38,744	29,908	-23%	111,655	101,977
Boulder Creek	10,426	8,701	-16.5%	10,029	5,438	-46%	11,420	851	-93%	31,875	14,990
Branciforte	24,440	22,904	-6.3%	23,582	22,318	-5%	25,618	19,237	-25%	73,640	64,459
Capitola	0	0	0.0%	0	0	0%	0	0	0%	0	0
Downtown	85,753	89,823	4.7%	79,963	80,621	1%	93,375	73,501	-21%	259,091	243,945
Felton	6,097	6,129	0.5%	5,638	2,176	-61%	6,020	11,695	94%	17,755	20,000
Garfield Park	14,232	18,134	27.4%	13,602	18,592	37%	13,564	14,683	8%	41,398	51,409
La Selva Beach	9,500	7,704	-18.9%	9,510	0	-100%	9,484	0	-100%	28,494	7,704
Live Oak	25,491	42,943	68.5%	37,599	38,143	1%	41,871	32,081	-23%	104,961	113,167
Scotts Valley	42,931	45,511	6.0%	39,847	44,331	11%	45,726	33,785	-26%	128,504	123,627
Outreach	6,533	6,513	-0.3%	6,442	6,105	-5%	6,088	5,445	-11%	19,063	18,063
TOTAL	262,528	286,488	9.1%	261,998	251,667	-4%	291,910	221,186	-24%	816,436	759,341

NEW REGISTRATIONS											
	QTR 1			QTR 2			QTR 3			YTD Totals	
	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20
Aptos	339	341	0.6%	313	338	8%	315	291	-8%	967	970
Boulder Creek	83	77	-7.2%	68	70	3%	79	55	-30%	230	202
Branciforte	128	123	-3.9%	124	129	4%	140	99	-29%	392	351
Capitola	26	35	34.6%	32	27	-16%	25	14	-44%	83	76
Downtown	695	729	4.9%	605	669	11%	656	575	-12%	1,956	1,973
Felton	53	61	15.1%	63	58	-8%	70	230	229%	186	349
Garfield Park	89	71	-20.2%	60	72	20%	57	72	26%	206	215
La Selva Beach	42	28	-33.3%	35	4	-89%	32	4	-88%	109	36
Live Oak	290	283	-2.4%	321	284	-12%	354	232	-34%	965	799
Scotts Valley	248	293	18.1%	201	250	24%	266	188	-29%	715	731
Outreach	330	121	-63.3%	127	320	152%	34	95	179%	491	536
TOTAL	2,323	2,162	-6.9%	1,949	2,221	14%	2,028	1,855	-9%	6,300	6,238

HOURS OF PUBLIC INTERNET COMPUTER USE											
	QTR 1			QTR 2			QTR 3			YTD Totals	
	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20
Aptos	3,910	4,354	11.4%	3,976	4,095	3%	4,457	3,367	-24%	12,343	11,816
Boulder Creek	1,093	880	-19.5%	967	826	-15%	979	536	-45%	3,039	2,242
Branciforte	1,784	1,388	-22.2%	1,544	1,366	-12%	1,757	1,134	-35%	5,085	3,888
Capitola	0	0	0.0%	0	0	0%	0	0	0%	0	0
Downtown	18,578	18,367	-1.1%	17,077	16,954	-1%	16,762	13,057	-22%	52,417	48,378
Felton	454	341	-24.9%	317	108	-66%	350	195	-44%	1,121	644
Garfield Park	1,036	1,253	20.9%	1,107	900	-19%	1,187	756	-36%	3,330	2,909
La Selva Beach	120	121	0.8%	145	0	-100%	127	0	-100%	392	121
Live Oak	4,337	4,183	-3.6%	3,853	3,489	-9%	4,164	2,937	-29%	12,354	10,609
Scotts Valley	2,269	2,283	0.6%	2,133	1,976	-7%	2,193	1,626	-26%	6,595	5,885
TOTAL SYSTEM	33,581	33,170	-1.2%	31,119	29,714	-5%	31,976	23,608	-26%	96,676	86,492

HOURS OF WIRELESS INTERNET SESSIONS											
	QTR 1			QTR 2			QTR 3			YTD Totals	
	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20
Aptos	4,907	5,994	22.2%	5,371	4435	-17%	6,746	4,692	-30%	17,024	30,817
Boulder Creek	1,885	1,816	-3.7%	2,066	1661	-20%	1,942	1,062	-45%	5,893	7,814
Branciforte	2,058	2,154	4.7%	2,449	2087	-15%	2,662	2,500	-6%	7,169	11,210
Capitola	0	0	0.0%	0	0	0%	0	0	0%	0	0
Downtown	9,421	9,823	4.3%	9,910	7838	-21%	9,741	8,102	-17%	29,072	46,681
Felton	1,030	1,233	19.7%	1,482	586	-60%	941	1,294	38%	3,453	5,748
Garfield Park	1,214	1,442	18.8%	1,200	1300	8%	1,187	1,299	9%	3,601	7,287
Headquarters	1,008	1,008	0.0%	895	878	-2%	893	872	-2%	2,796	4,776
La Selva Beach	1,087	774	-28.8%	1,093	0	-100%	767	0	-100%	2,947	774
Live Oak	2,828	3,691	30.5%	2,865	3058	7%	3,642	3,385	-7%	9,335	15,316
Scotts Valley	5,105	5,576	9.2%	5,228	4692	-10%	5,430	4,452	-18%	15,763	25,159
TOTAL SYSTEM	30,543	33,511	9.7%	32,559	26,535	-19%	33,951	27,658	-19%	97,053	155,582

* some data was lost from September 2018, so these numbers are lower than actual.

SESSIONS OF PUBLIC INTERNET USE											
	QTR 1			QTR 2			QTR 3			YTD Totals	
	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20
Aptos	5,452	5,872	7.7%	5,213	4,892	-6%	5,874	4,167	-29%	16,539	14,931
Boulder Creek	1,424	1,214	-14.7%	1,330	1,150	-14%	1,310	772	-41%	4,064	3,136
Branciforte	2,512	2,055	-18.2%	2,281	1,940	-15%	2,522	1,716	-32%	7,315	5,711
Capitola	0	0	0.0%	0	0	0%	0	0	0%	0	0
Downtown	17,240	18,580	7.8%	16,223	16,346	1%	17,715	13,038	-26%	51,178	47,964
Felton	622	562	-9.6%	511	195	-62%	618	402	-35%	1,751	1,159
Garfield Park	1,382	1,366	-1.2%	1,260	1,192	-5%	1,439	1,043	-28%	4,081	3,601
La Selva Beach	187	168	-10.2%	264	0	-100%	225	0	-100%	676	168
Live Oak	5,892	5,733	-2.7%	5,416	4,901	-10%	5,980	4,203	-30%	17,288	14,837
Scotts Valley	3,894	3,809	-2.2%	3,622	3,391	-6%	3,788	2,825	-25%	11,304	10,025
TOTAL SYSTEM	38,605	39,359	2.0%	36,120	34,007	-6%	39,471	28,166	-29%	114,196	101,532

NUMBER OF PUBLIC WIFI SESSIONS											
	QTR 1			QTR 2			QTR 3			YTD Totals	
	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20
Aptos	24,922	30,262	21.4%	29,246	20,131	-31%	30,503	18,447	-40%	84,671	77,955
Boulder Creek	5,576	6,027	8.1%	6,592	4,936	-25%	6,262	3,258	-48%	18,430	15,877
Branciforte	7,402	7,532	1.8%	9,341	6,556	-30%	8,060	7,109	-12%	24,803	23,982
Capitola	0	0	0.0%	0	0	0%	0	0	0%	0	0
Downtown	36,191	38,094	5.3%	37,564	28,756	-23%	36,390	27,193	-25%	110,145	102,851
Felton	7,208	6,779	-6.0%	8,901	3,221	-64%	5,428	3,744	-31%	21,537	19,424
Garfield Park	5,099	4,863	-4.6%	4,183	4,546	9%	4,124	4,500	9%	13,406	13,546
Headquarters	2,243	3,711	65.4%	3,082	2,896	-6%	3,041	2,726	-10%	8,366	9,519
La Selva Beach	3,789	2,455	-35.2%	3,614	0	-100%	2,667	0	-100%	10,070	6,069
Live Oak	7,975	10,760	34.9%	8,422	8,240	-2%	10,449	8,391	-20%	26,846	27,573
Scotts Valley	19,830	20,627	4.0%	19,462	15,131	-22%	18,785	14,548	-23%	58,077	54,637
TOTAL SYSTEM	120,235	131,110	9.0%	130,407	94,413	-28%	125,709	89,916	-28%	376,351	351,433

* some data was lost from September 2018, so these numbers are lower than actual.

HOURS OF MEETING ROOM USE											
	QTR 1			QTR 2			QTR 3			YTD Totals	
	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20
Aptos	485	437	-9.9%	498	447	-10%	509	468	-8%	1,492	1,352
Boulder Creek	248	150	-39.5%	309	261	-16%	378	4	-99%	935	415
Downtown	709	532	-25.0%	468	432	-8%	573	485	-15%	1,750	1,449
Felton	0	0	0.0%	0	0	0%	0	232	0%	0	232
Scotts Valley	292	368	26.0%	485	475	-2%	420	359	-15%	1,197	1,202
TOTAL HOURS	1,734	1,487	-14.2%	1,760	1,615	-8%	1,880	1,548	-18%	5,374	4,650

NUMBER OF PROGRAMS											
	QTR 1			QTR 2			QTR 3			YTD Totals	
	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20
Aptos	89	84	-5.6%	87	150	72%	52	111	113%	228	345
Boulder Creek	69	37	-46.4%	60	47	-22%	43	10	-77%	172	94
Branciforte	45	49	8.9%	48	86	79%	54	65	20%	147	125
Capitola	11	6	-45.5%	12	11	-8%	15	9	-40%	38	221
Downtown	111	163	46.8%	145	206	42%	163	204	25%	419	573
Felton	14	6	-57.1%	8	1	-88%	10	25	150%	32	32
Garfield Park	35	36	2.9%	30	42	40%	28	33	18%	93	111
La Selva Beach	65	54	-16.9%	99	12	-88%	83	19	-77%	247	85
Live Oak	56	76	35.7%	122	130	7%	110	108	-2%	288	314
Scotts Valley	71	118	66.2%	129	125	-3%	110	81	-26%	310	324
Outreach	26	26	0.0%	23	27	17%	24	17	-29%	73	70
TOTAL	592	655	10.6%	763	837	10%	692	682	-1%	2,047	2,174

PROGRAM ATTENDANCE											
	QTR 1			QTR 2			QTR 3			YTD Totals	
	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20	% Change	FY18/19	FY19/20
Aptos	1,575	1,002	-36.4%	1,317	2,178	65%	1,060	1,192	12%	3,952	4,372
Boulder Creek	693	224	-67.7%	659	276	-58%	797	121	-85%	2,149	621
Branciforte	809	793	-2.0%	849	1,028	21%	943	739	-22%	2,601	2,560
Capitola	130	137	5.4%	199	139	-30%	314	156	-50%	643	432
Downtown	2,103	1,978	-5.9%	3,300	2,253	-32%	1,895	1,742	-8%	7,298	5,973
Felton	216	125	-42.1%	28	10	-64%	23	138	500%	267	273
Garfield Park	371	385	3.8%	307	503	64%	274	323	18%	952	1,211
La Selva Beach	1,334	1,005	-24.7%	1,724	157	-91%	1,487	338	-77%	4,545	1,500
Live Oak	1,337	1,828	36.7%	2,393	1,597	-33%	1,663	1,170	-30%	5,393	4,595
Scotts Valley	1,633	2,277	39.4%	2,972	2,167	-27%	2,417	1,618	-33%	7,022	6,062
Outreach	685	717	4.7%	572	748	31%	636	467	-27%	1,893	1,932
TOTAL	10,886	10,471	-3.8%	14,320	11,056	-23%	11,509	8,004	-30%	36,715	29,531
Capitola Closure starting in May and June with a few offsite programs continuing											
La Selva Beach Closure on September 1, 2019											
Felton Closure on November 1, 2019											
Felton Opening on February 22, 2020											
Boulder Creek Closure on February 22, 2020											
System-wide Closure on March 15, 2020 due to COVID-19											

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



STAFF REPORT

DATE: May 7, 2020
TO: Library Joint Powers Authority Board
FROM: Susan Nemitz, Library Director
RE: 3rd Quarter Financial Report

STAFF RECOMMENDATION

Accept and File Financial Report for 3rd Qtr. 2019-2020

DISCUSSION

The third quarter financial report covers January 1, 2020, through March 31, 2020 and compares the data to the same time period from the prior year.

All financial figures included in this report are unaudited.

Revenues

Total Revenue for this quarter: 60.4%

Sales Tax 61.3%

Maintenance of Effort 58.3%

NOTE: March revenues for both sales tax and MOE had not be entered into the financial system at the time this report was created.

Expenditures

Total actual expenditures for this quarter: 65.1%

Books and Periodicals-Grants and Donations line are awaiting an adjustment from Finance. These adjustments include additional funds allocated which were approved at the December 2019 meeting.

Personnel Costs

Total Personnel costs for this quarter: 67.1%

Regular Full Time 67.9%

Part Time 66.4%

Temporary 69.7%

Attachments: 3rd Quarter Financial Reports (Personnel, Expenditure and Revenue)

Report Prepared by: Kira Henifin
Principal Management Analyst

Reviewed and Forwarded by: Susan Nemitz, Library Director

Expenditure Balances

Criteria: Summarize By = Report,Account,Account; As Of = 3/31/2020; Period = 0.1.12; Activity = 36*; Account = 51*

Acct	Title	Year-To-Date Ado Budget	Year-To-Date Adjustments	Year-To-Date Adj Budget	Year-To-Date Actual	Year-To-Date Encumbrances	Bdgt. to Act. Variance	Pct. Spent
51110	Regular full time	5,771,198.00	0.00	5,771,198.00	3,918,248.45	0.00	1,852,949.55	67.9%
51111	Regular part time	935,597.00	0.00	935,597.00	621,017.39	0.00	314,579.61	66.4%
51114	Overtime	0.00	0.00	0.00	1,706.12	0.00	(1,706.12)	0.0%
51115	Termination pay	0.00	0.00	0.00	48,569.80	0.00	(48,569.80)	0.0%
51122	Temporary	826,000.00	0.00	826,000.00	575,548.30	0.00	250,451.70	69.7%
51130	Other pay	947.00	0.00	947.00	2,078.39	0.00	(1,131.39)	219.5%
51132	Special vacation pay	15,399.00	0.00	15,399.00	18,338.24	0.00	(2,939.24)	119.1%
51133	Special sick leave pay	3,592.00	0.00	3,592.00	0.00	0.00	3,592.00	0.0%
51150	Vehicle-phone-data allowance	3,384.00	0.00	3,384.00	2,231.50	0.00	1,152.50	65.9%
51201	Retirement contribution	441,806.00	0.00	441,806.00	281,008.56	0.00	160,797.44	63.6%
51202	F.I.C.A.	0.00	0.00	0.00	27,800.80	0.00	(27,800.80)	0.0%
51203	PERS unfunded liability	1,036,465.00	0.00	1,036,465.00	687,117.58	0.00	349,347.42	66.3%
51206	PERS Unfunded payment	336,636.00	(336,636.00)	0.00	0.00	0.00	0.00	0.0%
51210	Group health insurance	1,401,982.00	0.00	1,401,982.00	876,654.26	0.00	525,327.74	62.5%
51212	Group dental insurance	96,279.00	0.00	96,279.00	63,216.57	0.00	33,062.43	65.7%
51213	Vision insurance	16,403.00	0.00	16,403.00	10,447.48	0.00	5,955.52	63.7%
51214	Medicare insurance	90,888.00	0.00	90,888.00	72,343.85	0.00	18,544.15	79.6%
51215	Employee assistance program	4,237.00	0.00	4,237.00	2,706.59	0.00	1,530.41	63.9%
51220	Group life insurance	1,899.00	0.00	1,899.00	1,180.01	0.00	708.99	62.5%
51221	Disability insurance	75,924.00	0.00	75,924.00	27,560.21	0.00	48,363.79	36.3%
51222	SDI	0.00	0.00	0.00	7,502.40	0.00	(7,502.40)	0.0%
51230	Unemployment insurance	50,186.00	0.00	50,186.00	40,113.22	0.00	10,072.78	79.9%
51240	Workers' compensation	256,390.00	0.00	256,390.00	196,847.04	0.00	59,542.96	76.8%
51250	Temp employee benefits - budget only	115,640.00	0.00	115,640.00	0.00	0.00	115,640.00	0.0%
Total		11,480,842.00	(336,636.00)	11,144,206.00	7,482,236.76	0.00	3,661,969.24	

Expenditure Balances

Criteria: Summarize By = Report,Account,Account; As Of = 3/31/2020; Period = 0.1.12; Activity = 36*; Account = 52*,53*,54*,55*,56*,57*,58*,59*

Acct	Title	Year-To-Date Ado Budget	Year-To-Date Adjustments	Year-To-Date Adj Budget	Year-To-Date Actual	Year-To-Date Encumbrances	Bdgt. to Act. Variance	Pct. Spent
52131	Claims management services - outside	17,000.00	0.00	17,000.00	4,315.11	4,884.89	7,800.00	54.1%
52135	Financial services - outside	462,438.00	24,000.00	486,438.00	349,438.00	6,461.24	130,538.76	73.2%
52150	Merchant bank fees	2,500.00	0.00	2,500.00	804.62	0.00	1,695.38	32.2%
52155	Courier services	2,000.00	118.72	2,118.72	1,545.95	1,072.77	(500.00)	123.6%
52199	Other professional & technical services	113,000.00	229.32	113,229.32	37,392.18	81,027.98	(5,190.84)	104.6%
52201	Water, sewer and refuse	74,910.00	0.00	74,910.00	51,380.31	5,230.93	18,298.76	75.6%
52202	Hazardous materials disposal	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	0.0%
52211	Janitorial services	325,026.00	0.00	325,026.00	173,821.94	118,493.36	32,710.70	89.9%
52223	Equip annual inventory charge - internal	4,690.00	0.00	4,690.00	0.00	0.00	4,690.00	0.0%
52226	Vehicle work order charges - internal	22,000.00	0.00	22,000.00	5,672.28	0.00	16,327.72	25.8%
52227	Vehicle fuel island charges - internal	16,485.00	0.00	16,485.00	8,485.63	0.00	7,999.37	51.5%
52240	Office equipment operation/maint	3,600.00	0.00	3,600.00	2,590.34	0.00	1,019.66	71.7%
52241	Vehicle maintenance costs - outside	6,500.00	0.00	6,500.00	16.20	0.00	6,483.80	0.2%
52244	Other equipment operation/maintenance	8,050.00	0.00	8,050.00	6,885.93	0.00	1,164.07	85.3%
52246	Building and facility o & m - outside	343,303.00	(50,000.00)	293,303.00	189,139.61	56,846.07	47,317.32	83.9%
52247	Landscaping maintenance services	45,450.00	0.00	45,450.00	12,412.74	7,880.00	25,157.26	44.6%
52248	Software maintenance services	422,181.00	(33,000.00)	389,181.00	180,375.63	3,934.63	204,870.74	47.4%
52249	Hardware maintenance services	32,000.00	0.00	32,000.00	24,190.99	0.00	7,809.01	75.6%
52261	Equipment, building and land rentals	237,163.00	14,088.00	251,251.00	190,004.48	7,122.00	54,124.52	78.5%
52269	Equipment lease-outside	0.00	12,000.00	12,000.00	7,350.13	7,485.55	(2,835.68)	123.6%
52302	Travel and meetings	15,925.00	(4,000.00)	11,925.00	1,908.02	0.00	10,016.98	16.0%
52304	Training	79,300.00	0.00	79,300.00	38,389.01	0.00	40,910.99	48.4%
52403	Telecommunications service - outside	176,385.00	0.00	176,385.00	(15,163.95)	20,495.39	171,053.56	3.0%
52932	Liability insurance/surety bonds-interna	37,442.00	0.00	37,442.00	28,080.00	0.00	9,362.00	75.0%
52933	Liability insurance/surety bonds-outside	48,000.00	20,000.00	68,000.00	49,406.00	0.00	18,594.00	72.7%
52960	Advertising	19,130.00	0.00	19,130.00	9,035.67	0.00	10,094.33	47.2%
52961	Dues and memberships	35,162.00	0.00	35,162.00	30,470.00	0.00	4,692.00	86.7%
52972	Printing and binding-outside	24,600.00	0.00	24,600.00	7,127.96	0.00	17,472.04	29.0%
53101	Postage charges	7,000.00	0.00	7,000.00	4,886.19	0.00	2,113.81	69.8%
53102	Office supplies	23,550.00	0.00	23,550.00	12,546.30	0.00	11,003.70	53.3%
53106	Books and periodicals	1,324,459.00	292,143.82	1,616,602.82	1,008,436.12	0.00	608,166.70	62.4%
53107	Books and periodicals-grants & donations	2,650.00	46.61	2,696.61	342,724.96	499.29	(340,527.64)	12,728.0%
53108	Safety clothing and equipment	12,560.00	0.00	12,560.00	7,340.75	0.00	5,219.25	58.4%
53109	Copier supplies	6,075.00	0.00	6,075.00	0.00	0.00	6,075.00	0.0%
53112	Library functional supplies	141,500.00	0.00	141,500.00	92,481.63	0.00	49,018.37	65.4%
53113	Janitorial supplies	25,250.00	0.00	25,250.00	19,561.81	0.00	5,688.19	77.5%
53311	Electricity	190,275.00	0.00	190,275.00	162,984.78	0.00	27,290.22	85.7%

Expenditure Balances

Criteria: Summarize By = Report,Account,Account; As Of = 3/31/2020; Period = 0,1,12; Activity = 36*; Account = 52*,53*,54*,55*,56*,57*,58*,59*

Acct	Title	Year-To-Date Ado Budget	Year-To-Date Adjustments	Year-To-Date Adj Budget	Year-To-Date Actual	Year-To-Date Encumbrances	Bdgt. to Act. Variance	Pct. Spent
53312	Natural gas	29,450.00	0.00	29,450.00	24,444.74	0.00	5,005.26	83.0%
54990	Miscellaneous supplies and services	186,523.00	0.00	186,523.00	97,656.11	0.00	88,866.89	52.4%
56995	Refunded fees and fines	2,000.00	0.00	2,000.00	600.73	0.00	1,399.27	30.0%
57401	Office furniture/equipment	18,000.00	0.00	18,000.00	14,094.12	0.00	3,905.88	78.3%
57409	Computer equipment	150,000.00	0.00	150,000.00	96,094.44	44,539.66	9,365.90	93.8%
57990	Other capital outlay	50,000.00	50,000.00	100,000.00	19,667.75	0.00	80,332.25	19.7%
Total		4,744,532.00	325,626.47	5,070,158.47	3,296,565.21	365,973.76	1,405,619.50	

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Revenue Balances

Criteria: Summarize By = Report,Fund,Account; As Of = 3/31/2020; Period = 0,1,12; Fund = 951

Acct	Title	Year-To-Date Ado Budget	Year-To-Date Adjustments	Year-To-Date Adj Budget	Year-To-Date Actual	Bdgt. to Act. Variance	Pct. Spent
Fund 951 -- Library Joint Powers Authority							
41211	Sales and use tax	8,311,763.00	(49,013.00)	8,262,750.00	5,066,748.96	3,196,001.04	61.3%
43190	Federal grants - other	0.00	1,000.00	1,000.00	0.00	1,000.00	0.0%
43210	State operating grants and contributions	0.00	0.00	0.00	14,301.00	(14,301.00)	0.0%
43310	Local operating grants and contributions	0.00	0.00	0.00	2,000.00	(2,000.00)	0.0%
43311	Maintenance of effort contributions	5,725,273.00	0.00	5,725,273.00	3,336,795.28	2,388,477.72	58.3%
44630	Room rentals-library JPA	4,640.00	0.00	4,640.00	4,640.00	0.00	100.0%
45131	Library fines	140,500.00	0.00	140,500.00	83,843.80	56,656.20	59.7%
46110	Pooled cash and investment interest	91,910.00	0.00	91,910.00	0.00	91,910.00	0.0%
46190	Interest earnings - other	17,433.00	0.00	17,433.00	16,242.64	1,190.36	93.2%
46303	Donations - library	13,100.00	0.00	13,100.00	10,446.69	2,653.31	79.7%
46309	Donations - library - Friends of the Lib	19,423.00	0.00	19,423.00	104,597.00	(85,174.00)	538.5%
46910	Miscellaneous operating revenue	8,500.00	0.00	8,500.00	1,748.98	6,751.02	20.6%
46990	Miscellaneous non-operating revenue	0.00	0.00	0.00	(146.00)	146.00	0.0%
49122	From Library Private Trust Fund	22,190.00	0.00	22,190.00	0.00	22,190.00	0.0%
Total Library Joint Powers Authority		14,354,732.00	(48,013.00)	14,306,719.00	8,641,218.35	5,665,500.65	
Total		14,354,732.00	(48,013.00)	14,306,719.00	8,641,218.35	5,665,500.65	

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



STAFF REPORT

DATE: May 7, 2020
TO: Library Joint Powers Authority Board
FROM: Susan Nemitz, Library Director
RE: 3rd Qtr. SCPL Incident Report

STAFF RECOMMENDATION

Accept and File Incident Report for 3rd Qtr. 2019-2020

DISCUSSION

The 3rd quarter incident report articulates the number of incidents that have occurred system-wide, the categories or infractions in which the incidents occurred, and the number of suspensions issued.

Since moving to the new tracking software and reformatting the report we do not have comparable numbers from last year during this same time period. We look forward to having these comparable statistics once we have a year of data entered into the new software system.

Attachment:
Incident Report for 3rd Qtr. FY 2019-2020

Prepared by: Kira Henifin,
Principal Management Analyst

Reviewed and Forwarded by: Susan Nemitz Library Director

SCPL Incident Report by Branch - FY 19/20

	QTR 1			QTR 2			QTR 3			YTD Totals		
	FY 18/19	FY 19/20	% Change	FY 18/19	FY 19/20	% Change	FY 18/19	FY 19/20	% Change	FY 18/19	FY 19/20	% Change
Aptos	7	21	200%	27	18	-33%	21	8		55	47	
Boulder C	8	3	-63%	7	13	86%	1	7		16	23	
Brancifort	14	15	7%	19	18	-5%	26	27		59	60	
Capitola	Closed	Closed								0	0	
Downtown	142	68	-52%	204	74	-64%	109	57		455	199	
Felton	0	0						1		0	1	
Garfield P	3	7	133%	7	2	-71%	8	8		18	17	
La Selva E	0	Closed								0	0	
Live Oak	26	21	-19%	16	13	-19%	12	9		54	43	
Scotts Val	2	2	0%	1	2	100%	7	2		10	6	
TOTAL	202	137	-32%	281	140	-50%	184	119		667	396	

currently being tracked by incident and not as individuals. For example, if 4 people are ejected at the same time this is counted as 1 incident not 4 incidents.

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Code of Conduct: 1. Interferes with a Comfortable & Welcoming Environment

	QTR 1			QTR 2			QTR 3			YTD Totals		
	FY 18/19	FY 19/20	% Change	FY 18/19	FY 19/20	% Change	FY 18/19	FY 19/20	% Change	FY 18/19	FY 19/20	% Change
Aptos	N/A	2		N/A	3		N/A	1		N/A	6	
Boulder C	N/A	1		N/A	3		N/A	2		N/A	6	
Brancifort	N/A	6		N/A	1		N/A	3		N/A	10	
Capitola	Closed	Closed		N/A			N/A			N/A	0	
Downtown	N/A	15		N/A	15		N/A	7		N/A	37	
Felton	N/A	0		N/A			N/A			N/A	0	
Garfield P	N/A	1		N/A	0		N/A	0		N/A	1	
La Selva E	N/A	Closed		N/A			N/A			N/A	0	
Live Oak	N/A	4		N/A	1		N/A	1		N/A	6	
Scotts Val	N/A	0		N/A	0		N/A	2		N/A	2	
TOTAL	NA	29		0	23		0	16		N/A	68	

Code of Conduct: 2. Interferes with Making Information Resources & Materials Accessible for All

	QTR 1			QTR 2			QTR 3			YTD Totals		
	FY 18/19	FY 19/20	% Change	FY 18/19	FY 19/20	% Change	FY 18/19	FY 19/20	% Change	FY 18/19	FY 19/20	% Change
Aptos	N/A	0		N/A	2		N/A	0		N/A	2	
Boulder C	N/A	2		N/A	4		N/A	3		N/A	9	
Brancifort	N/A	4		N/A	3		N/A	6		N/A	13	
Capitola	Closed	Closed		N/A			N/A			N/A	0	
Downtown	N/A	11		N/A	25		N/A	18		N/A	54	
Felton	N/A	0		N/A			N/A			N/A	0	
Garfield P	N/A	2		N/A	1		N/A	0		N/A	3	
La Selva E	N/A	Closed		N/A			N/A			N/A	0	
Live Oak	N/A	2		N/A	7		N/A	1		N/A	10	
Scotts Val	N/A	2		N/A	0		N/A	1		N/A	3	
TOTAL	NA	23		0	42		0	29		N/A	94	

Code of Conduct: 3. Conduct that Does Not Ensure a Safe & Secure Environment

	QTR 1			QTR 2			QTR 3			YTD Totals		
	FY 18/19	FY 19/20	% Change	FY 18/19	FY 19/20	% Change	FY 18/19	FY 19/20	% Change	FY 18/19	FY 19/20	% Change
Aptos	N/A	20		N/A	16		N/A	7		N/A	43	
Boulder C	N/A	2		N/A	7		N/A	7		N/A	16	
Brancifort	N/A	15		N/A	14		N/A	25		N/A	54	
Capitola	Closed	Closed		N/A			N/A			N/A	0	
Downtown	N/A	64		N/A	62		N/A	42		N/A	168	
Felton	N/A	0		N/A			N/A			N/A	0	
Garfield P	N/A	5		N/A	2		N/A	1		N/A	8	
La Selva E	N/A	Closed		N/A			N/A			N/A	0	
Live Oak	N/A	19		N/A	11		N/A	7		N/A	37	
Scotts Val	N/A	1		N/A	1		N/A	1		N/A	3	
TOTAL	NA	126		0	113		0	90		N/A	329	

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



STAFF REPORT

DATE: May 7th, 2020
TO: Library Joint Powers Authority Board
FROM: Susan Nemitz, Library Director
RE: 3rd Quarter Workplan FY 2019/2020

STAFF RECOMMENDATION

Accept and File Workplan for 3rd Qtr. 2019-2020

DISCUSSION

Attached, please find the third quarter workplan. The third quarter plan runs from January through the end of March and the report attempts to capture the Library's work and programs/services that provided or supported a high impact in the community across five areas: 1. Learning 2. Digital Inclusion 3. Transformative Spaces 4. User Experience 5. Organizational Capacity.

The report begins to capture some of the major changes that the Library experienced in Mid-March when it suspended access to its public places because of the health crisis.

Attachment: 3rd Qtr. Workplan

Report Prepared by: Eric Howard,
Assistant Director

Reviewed and Forwarded by: Susan Nemitz, Library Director

WORKPLAN:

1. LEARNING	Adult Programming: <i>Creative Aging and Life Skills</i> Youth Programming: <i>Kindergarten Readiness</i> <i>Student Success</i> <i>Safe Afterschool</i> <i>School Partnerships</i> Outreach: <i>Bookmobile</i> <i>Jails</i> <i>Kermit</i> <i>Events</i>
2. DIGITAL INCLUSION	Tools Resources Innovation
3. TRANSFORMATIVE SPACES	Aptos Boulder Creek Branciforte Capitola Downtown Felton Garfield Park La Selva Beach Live Oak Scotts Valley
4. USER EXPERIENCE	Staffing Collections Convenience Security Localization
5. ORGANIZATIONAL CAPACITY	Administration Friends of the Library Volunteers Staff Training Succession Planning

1. Learning Accomplishments:

Quarter 3

ADULT

Essential Services and Adult Education

- Hosted Project Scout tax preparation assistance for seniors and low-income community members 2/week in the Life Literacies Center and Downtown.
- Launched the new Adult Learning Online Program: Career Online High School (COHS), This program supports adult learners in their educational and professional development by connect them to resources that will help them earn a high school diploma from a fully accredited online high school
- Age Well, Drive Smart sessions were attended by 87 people in January and February.
- (HICAP) Health Insurance Counseling and Advocacy Program, shifted from Boulder Creek Branch Library to Felton.
- Turned the front doors of branches into bulletin boards with essential information and resources for people experiencing homelessness while the library buildings are closed due to COVID-19. Examples of information include the locations of portapotties and handwashing stations throughout the City of Santa Cruz, and 2-1-1 contact information by phone & text.
- Created borrower agreements with Housing Matters and Encompass to loan device charging stations for people experiencing homelessness (PEH) while libraries are closed due to COVID-19

Community Building

- Held Black History Month book talk at Downtown with Civil Rights veteran Marla Gitin, author of "This Bright Light of Ours: Stories from the Voting Rights Fight." Attendance 26
- Held 3 Conversations for Change programs for community members to discuss these topics - "The Influence of Wealthy Donors and Corporate Money in US Politics," "Fair Elections," and "The Future of Work." Total attendance 59
- Our Community Reads 2020 unfolded, a dynamic and engaging community read that spanned the months of January-March and was the third annual community read hosted by the Aptos FSCPL. *Patriot Number One* by Lauren Hilgers was the title nominated and this selected book and its themes were highlighted in a series of events: films, art exhibits, discussion groups, trivia night, guest speakers and in-branch displays.
- Armchair Travel program: The Silk Route: Visiting the Stans of Central Asia was a success. 125 people attended this event at the LSB Community Church

Civics

- Hosted Santa Cruz County League of Women Voters “Pros & Cons of the State Ballot Measures” program and Santa Cruz County Clerk’s presentation on county election system changes at Downtown. Attendance 35
- Held a Census Jobs Recruitment Fair in the Life Literacies Center at Downtown, providing an opportunity for people to get jobs assisting with Santa Cruz County’s 2020 Census count. Attendance 39
- Partnered with Santa Cruz Indivisible to offer Voter Registration at APT and LIV

Arts

- Held First Friday art show reception for photographer Allison Garcia’s “ Black Lives in Santa Cruz: What Matters” exhibit at Downtown. Attendance 80
- Exhibited the first art show in the Life Literacies Center, created by LLC participants, Tom and Finny
- Launched the new weekly Santa Cruz Poetry Project program in the Life Literacies Center at Downtown. The Santa Cruz Poetry Project facilitates poetry and writing workshops throughout Santa Cruz County to bring poetry to those who would not otherwise have access. This includes the Poetry in the Jails project, which offers poetry workshops to incarcerated men and women. The new workshop at the library welcomes anyone who would like to establish a writing practice in a safe and encouraging environment. Total programs 11, total attendance 27
- Adult Craft: A loyal group is now attending these fun classes at the Live Oak Branch. The two-hour time slot limits what we can make, but we made small wooden mosaics in January, and Colleen shared her resources for making beautiful Valentines & Birthday cards in February.

Quarter 3

YOUTH

I've been meaning to email you to thank you from the bottom of my heart for making it so easy for us to get library cards and getting us set up with the Libby app. This has absolutely transformed my students from reluctant to voracious readers!! Two of our students are now million-word readers!!! All of our students have advanced from reading emergent level books to chapter books. It's incredible to see how much they've grown in their reading stamina, comprehension, and love of reading! You have opened the door to so much opportunity for our students in Special Education.

THANK YOU! THANK YOU! THANK YOU!

- Monica Cesarello, Academic Coordinator for MacQuiddy Elementary

Early Education

- The Downtown Branch celebrated Positive Parenting Awareness Month with a “Family Literacy Fun Day” in partnership with First 5 Santa Cruz County’s Triple P Positive Parenting Program. Participants enjoyed storytimes, parenting tips, and arts & crafts, while learning about programs & services for children and families. Every family got a free book from First 5. Attendance 40.
- Kids Create at the Capitola Mall attracted many teen crafters, with whole families taking part, toddlers, students and grandparents.

- Nature crafts at Live Oak complemented the Friends of Corcoran Lagoon bird display. Children studied beaks, feet, feathers and food on Saturday mornings.

Elementary

- The K12 Outreach team lost no time in connecting with teachers and providing support for online instruction that was implemented suddenly in response to the Shelter In Place Order. Communicating with our teacher and school librarian contacts, and through the Teacher Newsletter, staff informed educators about the rich e-resources the Library could provide to support their online classrooms. In response to requests from teachers dealing with Shelter in Place restrictions, K12 Team members worked with e-resource vendors to allow those to be immediately accessible upon submittal of online library card application.

Teens

- The Scotts Valley branch hosted seventy teens and their parents to hear Cabrillo College present the benefits of the Cabrillo Honors Transfer Program.
- The Library built out a new Teen page to support teens during the Shelter in Place Order.

2. Digital Inclusion Accomplishments:

Quarter 3

I study sea level rise, but it really made it a reality. It's not just words anymore. The 3D experience is much more powerful than photo models.

- Participant at the Downtown Library's Virtual Program

Bridging the Digital Divide

- The Library lent mobile charging stations during shelter-in-place to designated community partners who serve populations with limited or no access to charging and it also lent computers with pre-loaded materials on it to seniors.
- The Library is also advertising widely that the Library's WiFi is still available outside its walls.

Digital Inclusion Education

- Created a Virtual Reality pop-up station at the new Felton library
- 75 people participated in the VR Sea Level Rise experience at Downtown.

3. Transformative Spaces Accomplishments:

Quarter 3

- The Boulder Creek branch closed on February 21st in preparation for Measure S improvements.
- The new Felton Branch opened on February 22nd with words from US Representative Anna Eshoo, Assemblymember Mark Stone, Supervisor Bruch McPherson and others. The community enjoyed a day long celebration, hosting over 2,000 visitors.
- Scotts Valley Branch received temporary roof repairs and plans for further improvements.
- The County Board of Supervisors voted and approved Byrens Kim Design Works' recommendations for building a new Aptos Library and authorized Public Works to begin the RFQ process on February 11th.
- The Library partnered with the Santa Cruz County Election Department to install a Vote-by-Mail Ballot Drop-off box in the Aptos library parking lot which customers found very convenient. This temporary housing was installed and removed in the third quarter with plans to duplicate the effort in November.

4. User Experience Accomplishments:

Quarter 3

- Developed new virtual programming.
- Redeveloped the Library's website in order to meet the needs of the health crisis.
- Introduced an online payment option for customers.
- Deployed new customized self-check software & hardware w/ customized home screens
- Added 1746 digitized news articles to the Local News databases.
- Partnered with the Santa Cruz Chapter of the NAACP and Bookshop Santa Cruz to curate Black History Month book displays for children and adults at Downtown.
- Increased access to digital resources with an online-only account.
- Extended due dates on physical materials, extended hold dates, and stopped overdue fines for physical materials.

- Updated 82 agencies in the Community Information Database, and created 7 new records for resources focused on the effects of COVID-19; mostly information based resources and mental health warmlines.
- Added 14,298 items to the library collection.
- Loaned 273 items to other libraries through Interlibrary Loan.
- Borrowed 280 items from other libraries through Interlibrary Loan.

5. Organizational Capacity:

Quarter 3

- Reorganized the entire organization into five new teams: Emerging Services; Core Services; Training; Emergency Protocols; Reopening.
- Transitioned staff to working remotely.
- Created collaborative partnership agreements for Downtown Streets Team, Encompass, and Housing Matters
- Capitola Library staff participated in the City of Capitola's new Recreation Strategic Plan, which is considering all aspects of the services available to city residents.
- Hired Lorena Lopez as the new Librarian assigned to the East region. Lorena will work Reference shifts at the Capitola and Live Oak Branches and will be responsible for providing programming and outreach to Spanish Speakers of all ages at the Live Oak Annex, and throughout the East region, including outreach to low income housing sites in South County.
- Staff attended a Lunch@theLibrary workshop in Ontario and made plans for supporting the Summer Free Lunch sites around the county. Further sessions have developed planning to remain flexible with COVID 19 restrictions, yet still support the centers serving lunches to children.
- Considerable staff development occurred during shelter in place as staff began to work remotely; video and teleconferencing skills were built and branch staff devoted time to viewing webinars on a variety of topics associated with library service, customer service, and Covid-19

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



SANTA CRUZ
PUBLIC LIBRARIES

STAFF REPORT

DATE: May 7, 2020
TO: Library Joint Powers Authority Board
FROM: Susan Nemitz, Library Director
RE: Library Sales Tax Revenue Update

STAFF RECOMMENDATION

Accept and File Library Sales Tax Revenue Update for 3rd Qtr. 2019-20

DISCUSSION

The Library Sales Tax Revenue Update covers the period from January 1 through March 31, 2020. The current forecast for FY 2020-21 is based on information received from HdLcompanies.

Attachments: 1. Library Sales Tax Revenue Update
 2. Current forecast for FY 2020-21

Report Prepared by: Nicole Coburn,
 Assistant County Administrative Officer

Reviewed and Forwarded by: Susan Nemitz, Library Director



County of Santa Cruz

COUNTY ADMINISTRATIVE OFFICE

701 OCEAN STREET, SUITE 520, SANTA CRUZ, CA 95060-4073

831) 454-2100 • FAX: (831) 454-3420 • TDD/TTY: CALL 711

CARLOS J. PALACIOS, COUNTY ADMINISTRATIVE OFFICER

April 28, 2020

TO: Each Member of the Board of Directors of the Library Financing Authority

2019-20 3rd QUARTER LIBRARY SALES TAX REVENUE UPDATE

Dear Members of the Board of Directors:

The purpose of this letter is to provide an update on the Library Sales Tax actual receipts for the 3rd quarter of Fiscal Year (FY) 2019-20.

Library Sales Tax actual receipts for the 3rd quarter totaled \$2,898,615. This results in a 2019-20 estimated year-to-date total of \$10,264,537, or \$402,628 (3.8%) less than the 2019-20 adopted budget, and \$455,693 (4.3%) less than the January estimate. This is also a \$681,993 (6.2%) decrease from 2018-19 actual receipts, as shown in the attached history. The decline from the January estimate is due to the economic slowdown during the COVID-19 public health crisis, while the decline from the prior year is due to delayed payments from the State received in 2018-19.

The COVID-19 public health crisis is also expected to impact sales tax receipts in FY 2020-21. Based on a recent forecast provided by HdL, the Library Sales Tax actual receipts for 2020-21 will total \$8,923,787, or \$2,067,335 (18.8%) less than the January estimate. This may be a conservative decrease pending continuation of the current shelter-in-place requirement.

This office will provide an update in June as part of the next regular meeting of the Library Financing Authority. If you have any questions, please call me at 454-2100.

Sincerely,

Nicole Coburn
Assistant County Administrative Officer

Attachment

cc: Library Director, Santa Cruz City/County Library System
Library Director, Watsonville Library
County Administrative Officer
City Managers
Auditor-Controller-Treasurer-Tax Collector
Finance Director, City of Santa Cruz
Finance Director, City of Watsonville

SERVING THE COMMUNITY – WORKING FOR THE FUTURE

Library Sales Tax Receipts - Quarterly and Annual

Year	Quarter	Quarterly Actual	Estimate *	Annual		
				Actual / Estimate *	Change over Prior Year	% Change over Prior Year
2009-10	1	1,783,988				
2009-10	2	1,764,882				
2009-10	3	1,747,693				
2009-10	4	1,650,856		\$6,947,419	(\$656,239)	-8.63%
2010-11	1	1,845,994				
2010-11	2	1,944,408				
2010-11	3	1,784,248				
2010-11	4	1,738,035		\$7,312,685	\$365,266	5.26%
2011-12	1	1,977,610				
2011-12	2	2,017,194				
2011-12	3	1,926,748				
2011-12	4	1,878,232		\$7,799,784	\$487,098	6.66%
2012-13	1	2,067,292				
2012-13	2	2,213,276				
2012-13	3	2,073,641				
2012-13	4	2,010,230		\$8,364,440	\$564,656	7.24%
2013-14	1	2,308,067				
2013-14	2	2,271,714				
2013-14	3	2,211,364				
2013-14	4	2,082,934		\$8,874,079	\$509,639	6.09%
2014-15	1	2,321,923				
2014-15	2	2,338,481				
2014-15	3	2,295,975				
2014-15	4	2,183,913		\$9,140,291	\$266,212	3.00%
2015-16	1	2,458,685				
2015-16	2	2,516,897				
2015-16	3	2,378,260				
2015-16	4	2,244,832		\$9,598,675	\$458,384	5.01%
2016-17	1	2,503,646				
2016-17	2	2,571,786				
2016-17	3	2,487,745				
2016-17	4	2,334,143		\$9,897,319	\$298,645	3.11%
2017-18	1	2,650,310				
2017-18	2	2,701,663				
2017-18	3	2,548,173				
2017-18	4	2,445,825		\$10,345,970	\$448,651	4.53%
2018-19	1	2,621,108				
2018-19	2	3,060,073				
2018-19	3	2,755,632				
2018-19	4	2,509,718		\$10,946,530	\$600,560	5.80%
2019-20	1	2,763,878				
2019-20	2	2,808,769				
2019-20	3	2,898,615				
2019-20	4		1,793,275	\$10,264,537	(\$681,993)	-6.23%
2019-20 Total Receipts Net of Audit Fee				\$10,252,922		

* Bold amounts are estimated.

History for additional years going back to Fiscal Year 1997-98 is available upon request.

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



STAFF REPORT

DATE: May 7, 2020
TO: Library Joint Powers Authority Board
FROM: Susan Nemitz, Library Director
RE: Adjust Operating Budget for FY 19/20 to include additional revenues

STAFF RECOMMENDATION

Approve and amend the FY 2019-2020 operating budget to include additional revenues totaling \$50,000.

DISCUSSION

The FY 2019-2020 budget includes \$14,305,719 million in total revenue. Since adoption of the budget, the Library has received an additional transfer from the Friends of the Santa Cruz Libraries, specifically:

Friends of the Santa Cruz Libraries has transferred \$50,000 to the Library from the La Selva Beach Chapter. These monies will be used to bolster the collection at La Selva Beach upon it's reopening.

Report Prepared by: Kira Henifin,
Principal Management Analyst

Reviewed and Forwarded by: Susan Nemitz, Library Director

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



STAFF REPORT

DATE: May 7, 2020
TO: Library Joint Powers Authority Board
FROM: Susan M. Nemitz, Library Director
RE: FY 2020/2021 Workplan and Opening Plan

RECOMMENDATION

Approve the Library Workplan for FY 2020/2021 and request staff to delay the strategic planning process until FY 2021/2022.

BACKGROUND

The Library is rapidly pivoting from its traditional means of providing services (largely in-person interactions within large public spaces to support the loaning of physical materials and public programming) to services provided by phone, email, text and web-based activities. It is also developing systems and protocols to flexibly support its traditional services, when it is safe to do so. The Library's Virtual Library has always been an important asset, but now that e-book usage is over 80% since the Library suspended its physical spaces and the Library connects the entire County through live, Zoom programming, its plans are quickly evolving and the Virtual Library continues to take on a more important role.

DISCUSSION

The Library's FY 2021 draft workplan had been created prior to the health crisis (attached here), and looks remarkably like the activities now supported by the new virtual world and activities that the Library has been forced into by the health crisis. The Library seeks to support its original plan through its virtual platforms and amend its original draft plan in two critical ways.

Attached is a new plan that prioritizes providing more robust services safely, but gradually over time in three phases. Additionally, because of both the uncertainty around public health policy, the uncertain economic future and the extra workload that the restructuring of the organization has generated, it is not considered wise at this time to pursue a new Strategic Plan. The Library seeks to delay that effort by one year.

The three phased flexible re-opening plan is considered the most fundamental aspect of the new workplan and it envisions a flexible future over the next two years or until the public can more safely interact without physical distancing. It's flexible, because while the plan attempts to present a service model that evolves through three phases and increased services, and may appear linear, our current understanding of the health crisis suggests that any plan must adapt to the dynamic nature of this crisis. The Library will be able to offer a more robust series of services, but the Library also needs to be prepared to retreat at other times to earlier phases in this plan.

Highlighted in yellow to the workplan are the two changes that have been made in our planning since the workplan was originally drafted and the health crisis occurred.

FY 2021 Workplan

1. Reopening and Continued Restructuring of the Library's Internal Operations

- a. Phase One, No Physical Interaction with Patrons
- b. Phase Two, Limited Public Space
- c. Phase Three, Return to Normalcy with New Protections

2. Learning

- a. Community Based Programming
- b. Life Literacy/Workforce
- c. K-12 student support

3. Digital Inclusion

- a. Tech Literacy
- b. Virtual Programming

4. Transformative Spaces

- a. Open Capitola, LSB, BC
- b. Close GP, B40, Aptos
- c. Decide Downtown
- d. Complete LO

5. User Experiences

- a. Equity/Bilingual
- b. Internet

6. Organizational Capacity

- a. Strategic Plan/Technology Plan (While this had been planned for prior to Covid-19, we believe with the level of uncertainty and the new workload to support the phased in reopening, that it would be prudent to delay this process for a year.)
- b. Emergency Management
- c. Strategic Stewardship

Opening Plan

Current Activities

- Buildings closed - work from home by nearly all regular staff

- Exception to staff being home includes: fiscal services, weekly mail handling, building facilities staff, some senior management and security
- Redeveloped website that continues to evolve.
- No book drops
- Provide phone, chat, email reference
- Provide expanded access to digital resources
- Provide new and innovative live, Zoom programming
- Curate online programs
- Provide support to the 211 service
- Provide collections for jails
- No temporary, on call staff working
- Fundraising and rearranging budget digital content
- New Mobile app
- Infrastructure improvements
- Training staff for digital assistance/program conversion
- Ongoing purchases for print materials and maintenance of e-resources

Phase One, No Physical Interaction with Patrons: Stage One (May, 2020)

- Buildings closed to the public
- All staff in buildings wear masks and maintain distancing
- Some public service staff in building according to set schedule for appropriate social distancing
- Develop curbside book delivery with limited days/hours/locations (Branches to include: Downtown, Scotts Valley, Aptos)
- Staff (working mainly from home) call patrons to see if they still want the items they had on hold and they take the opportunity to talk to the customers about some of the new services that are being offered at the Library and ask what they may need at this time from the Library.
- There is no physical interaction between patrons and staff. Books are delivered directly into the trunks of cars or for those who don't have cars, books are picked up by patrons on tables under tents outside.
- Restart interbranch delivery
- Returns may be introduced at this time in a tightly controlled way that would likely include renting PODS to safely quarantine materials before they are returned into the buildings and checked-in for loaning to new customers.
- Admin begin work in the building according to set schedule for distancing
- If onsite employee is found to have Covid 19, the buildings are closed and other staff quarantined for 14 days
- All vulnerable employees continue to Shelter in Place

Phase One: Stage Two

- Expand curbside to more library locations.
- Begin taking returns and providing book requests again.
- Consider mailing to individuals with physical limitations
- All staff in buildings continue to wear masks and maintain distancing
- Some public service staff in building according to set schedule for appropriate social distancing
- Open all book returns, unload daily, use PODS to quarantine and meeting rooms to allow books to sit for 5 days
- All activities currently begun continue to evolve, including new, interactive online programming.

- Complete facility changes for Phase 2, plan for future changes, including plexi glass sneeze guards for service points and computer stations

Phase Two, Limited Public Space: Stage One

- Some library buildings open up to the public on a limited schedule and in a limited way
- All staff in buildings maintain distancing, gloves and masks
- Implement physical changes, including plexiglass at service points
- Some public service staff in building according to set schedule for appropriate social distancing
- Limit number of patrons in building at one time in order to browse collection and check out laptops
- All patrons adhere to physical distancing (no in-person reference or help with customer accounts, instead, customers are directed to phone services or online support)
- No seating
- Robust interbranch delivery
- Bookmobile drop-off packages to patrons
- Admin work in the building according to set schedule for distancing
- If onsite employee is found to have Covid 19, buildings are closed and other staff quarantined for 14 days
- All vulnerable individuals continue to Shelter in Place

Phase Two: Stage Two

- All library branches reopen with limited service (using the same parameters from Phase Two: Stage One)
- All activities/parameters from Stage One are carried forth to all branches, except, patrons can begin to sit inside the building with physical distancing
- Friends book sales allowed – with restrictions between customers and Friends staff/volunteers

Phase Three, Return to Normalcy with New Protections:

- The Library returns to some public programming and in person assistance with reference support and customer account support (with plastic guards).
- Some vulnerable staff continue to work from home
- Seating, with spacing, is provided

Report Prepared by: Eric Howard,
Assistant Director

Reviewed and Forwarded by: Susan Nemitz, Library Director

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



STAFF REPORT

DATE: May 7, 2020
TO: Library Joint Powers Authority Board
FROM: Susan M. Nemitz, Library Director
RE: FY 2020 and FY 2021 SCPL Budgets

RECOMMENDATION

1. Consider the FY 2020 and FY 2021 budget update;
2. Authorize and ratify FY 2020 budget saving measures and strategic use of fund balances;
3. Approve budget principles, assumptions and timeline;
4. Direct staff to develop a FY 2021 budget with \$3.8 million in spending reductions and strategic use of the reserve;
5. Direct staff to closely monitor the impacts associated with COVID-19 Shelter in Place Order on the Santa Cruz Public Libraries and budget.

BACKGROUND

In ordinary times, the Library Joint Powers Board adopts an annual operating budget for the Santa Cruz Public Libraries that supports a detailed work plan consistent with the system's strategic plan and goals for the library system. In March, Cheryl Fyfe, the City of Santa Cruz's Acting Finance Director presented a revenue forecast for the Santa Cruz Public Libraries. The forecast showed that modest deficits in FY 2021 and FY 2022 that would be manageable by strategic use of fund balance until increased projected revenue from the Maintenance of Efforts funds became available in FY2022. The system had planned to maximize public services hours by redistributing staff across open facilities while branches temporarily closed for remodel or are replaced with funds from Measure S. The Libraries currently (as of December) have a \$2.9M budgeted reserve and \$1.8M in unrestricted fund balance.

DISCUSSION

Unfortunately, we are not living in ordinary times. Because of the pandemic's impact upon the Libraries' services and funding, the framework for considering next year's budget has been abandoned and a new framework is in the process of being developed.

The COVID-19 Shelter in Place Mandate is having a major impact on the region's consumer spending. Expectations of sharp declines in major revenues such as Sales Tax, Transient Occupancy Tax, and Admission Tax, no matter how temporary, will place the Library in an immediate fiscal crisis. SCPL estimates ending FY 2020 with a General Fund deficit of \$1.2M million, followed by approximately \$3.8 million in General Fund deficit in FY 2021. The revised General Fund projections incorporate sales tax revenue declines of 3.8% for FY 2020 and declines of 18.8% for FY 2021. Sales tax represents 53% of the Libraries' total revenue.

Projected revenue declines assume an easing or end of COVID-19 SIP Mandates within the first quarter of FY 2021. Since projected General Fund revenue losses relate to the length of the COVID-19 SIP Mandates, extending the return to normalcy will increase projected revenue losses proportionally. All forecasts are presented with a reasonable degree of uncertainty, but cities and counties have never been faced with an uncertainty to this degree. That information is constantly changing, including the length of the COVID-19 SIP Mandates and the availability of stimulus support from the State and/or Federal governments.

In order to address the \$1.2M deficit for the remainder of FY2020, the Library is:

- Instituting a hiring freeze,
- No longer using the services of 62 on call or temporary staff pool as of April 10, 2020,
- Reducing or deferring spending where feasible (e.g. cleaning and security contractors),
- Utilizing \$1M of the unrestricted fund balance.

To address the projected FY 2021 General Fund deficit, it is recommended that the Joint Powers Board direct staff to develop a FY 2021 Budget with \$3.8M in reductions and or strategic use of the Libraries' one-time reserves.

The budget principals serve as a guide to our budget development and focuses on the Library's overall priorities for the upcoming year. These principals communicate a plan to both the Board and the community at large.

- Preserving excellent public service is necessary for the long-term health of SCPL.
- SCPL will maintain ten library sites.
- SCPL will utilize these one-time funds to leverage or bridge activities not as a permanent solution.
- SCPL will examine its comparative advantage in offering services to avoid duplication.
- SCPL will work openly with staff, the Friends of the Library and key stakeholders to determine priorities.

Staff is considering some or all of the following proposals for FY 2021, assuming a return to normal in the next few years:

- Continue hiring freeze (Target \$400,000)
- No longer using the services of the on call or temporary staff pool (Target \$800,000)
- Reduce personnel expenditures (Target \$800,000)
- Reduce hours of public services available at library branches and/or choose less expensive schedules (4-hour blocks, close two consecutive days a week, longer holiday closures, allow solo staffing, allow intermittent closing due to a lack of staffing) (Need to accomplish to achieve the above)
- Time opening and closures of branches under construction to maximize use of staff (Need to accomplish to achieve the above)
- Reduce materials budget (\$150,000)
- Reduced nonpersonnel budget (\$150,000)
- Strategically use reserves (\$1.5 million)

Given the uncertain nature of the current environment it is impossible for staff to put together, and for the Joint Powers Board to adopt, a budget for FY 2021 that adequately estimates revenues and expenditures. Accordingly, it is recommended that the JPB adopt a working budget that will likely have to be amended as the situation unfolds and more data is obtained.

The Library will continue to study major structural changes in the event this crisis worsens.

Title	FY 2019/2020 Ado Budget	FY 2019/2020 Adj Budget	FY 2019/2020 Year End Est	FY 2020/2021 Dept Request	FY 20/21 Proposal: Suspend Temp Works and Reduce Salaries by 10%
					\$ 5,000
Sales and use tax	\$ 8,311,763	\$ 8,262,750	\$ 7,948,766	\$ 6,915,645	\$ 6,915,645
Federal grants - other	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ -
State operating grants and	\$ -	\$ -	\$ 14,301	\$ -	\$ -
Local operating grants and	\$ -	\$ -	\$ 2,000	\$ -	\$ -
Maintenance of effort contri	\$ 5,725,273	\$ 5,725,273	\$ 5,725,273	\$ 5,795,273	\$ 5,795,273
Room rentals-library JPA	\$ 4,640	\$ 4,640	\$ 4,640	\$ 4,640	\$ 4,640
Library fines	\$ 140,500	\$ 140,500	\$ 100,000	\$ 140,500	\$ 140,500
Pooled cash and investmen	\$ 91,910	\$ 91,910	\$ 57,359	\$ 92,840	\$ 92,840
Interest earnings - other	\$ 17,433	\$ 17,433	\$ 24,846	\$ 17,610	\$ 17,610
Donations - library	\$ 13,100	\$ 13,100	\$ 13,100	\$ 13,100	\$ 13,100
Donations - library - Friends	\$ 19,423	\$ 19,423	\$ 116,893	\$ 27,923	\$ 27,923
Miscellaneous operating rev	\$ 8,500	\$ 8,500	\$ 143,295	\$ 8,500	\$ 8,500
Cash over/short	\$ -	\$ -	\$ 20	\$ -	\$ -
Miscellaneous non-operatin	\$ -	\$ -	\$ (146)	\$ -	\$ -
From Library Private Trust F	\$ 22,190	\$ 22,190	\$ 22,190	\$ 22,190	\$ 22,190
Revenue Subtotal	\$ 14,354,732	\$ 14,306,719	\$ 14,173,537	\$ 13,038,221	\$ 13,038,221

Title	FY 2019/2020 Ado Budget	FY 2019/2020 Adj Budget	FY 2019/2020 Year End Est	FY 2020/2021 Dept Request	FY 20/21 Proposal: Suspend Temp Works and Reduce Salaries by 10%
Regular full time	\$ 5,771,198	\$ 5,771,198	\$ 5,378,126	\$ 6,108,177	\$ 5,367,359
Regular part time	\$ 935,597	\$ 935,597	\$ 804,575	\$ 1,103,454	\$ 491,109
Overtime	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000
Termination pay	\$ -	\$ -	\$ 38,716	\$ -	\$ -
Temporary	\$ 826,000	\$ 826,000	\$ 640,000	\$ 826,000	\$ -
Other pay	\$ 947	\$ 947	\$ 3,038	\$ -	\$ -
Special vacation pay	\$ 15,399	\$ 15,399	\$ 36,498	\$ -	\$ -
Special sick leave pay	\$ 3,592	\$ 3,592	\$ -	\$ -	\$ -
Vehicle-phone-data allowan	\$ 3,384	\$ 3,384	\$ 3,195	\$ 2,964	\$ 2,964
Retirement contribution	\$ 441,806	\$ 441,806	\$ 379,667	\$ 464,237	\$ 464,237
F.I.C.A.	\$ -	\$ -	\$ 36,966	\$ 37,000	\$ -
PERS unfunded liability	\$ 1,036,465	\$ 1,036,465	\$ 932,489	\$ 1,144,559	\$ 1,144,559
PERS prepay adjustment	\$ -	\$ -	\$ -	\$ -	\$ -
PERS Unfunded payment	\$ 336,636	\$ -	\$ -	\$ -	\$ -
Group health insurance	\$ 1,401,982	\$ 1,401,982	\$ 1,216,646	\$ 1,652,612	\$ 1,652,612
Group dental insurance	\$ 96,279	\$ 96,279	\$ 88,799	\$ 108,160	\$ 108,160
Vision insurance	\$ 16,403	\$ 16,403	\$ 14,747	\$ 17,376	\$ 17,376
Medicare insurance	\$ 90,888	\$ 90,888	\$ 98,315	\$ 101,338	\$ 101,338
Employee assistance progr	\$ 4,237	\$ 4,237	\$ 3,601	\$ 4,069	\$ 4,069
Group life insurance	\$ 1,889	\$ 1,889	\$ 1,663	\$ 1,837	\$ 1,837
Disability insurance	\$ 75,924	\$ 75,924	\$ 37,405	\$ 78,644	\$ 78,644
SDI	\$ -	\$ -	\$ 2,102	\$ 30,739	\$ 30,739
Unemployment insurance	\$ 50,186	\$ 50,186	\$ 54,269	\$ 57,636	\$ 57,636
Workers' compensation	\$ 256,390	\$ 256,390	\$ 267,493	\$ 274,044	\$ 274,044
Temp employee benefits - b	\$ 115,640	\$ 115,640	\$ -	\$ -	\$ -
Intrafund labor - credit	\$ -	\$ -	\$ -	\$ -	\$ -

Title	FY 2019/2020 Ado Budget	FY 2019/2020 Adj Budget	FY 2019/2020 Year End Est	FY 2020/2021 Dept Request	FY 20/21 Proposal: Suspend Temp Works and Reduce Salaries by 10%
Financial services - outside	\$ 462,438	\$ 486,438	\$ 486,438	\$ 462,438	\$ 462,438
Security patrols - City Hall	\$ -	\$ -	\$ -	\$ -	\$ -
Merchant bank fees	\$ 2,500	\$ 2,500	\$ 1,142	\$ 1,200	\$ 1,200
Courier services	\$ 2,000	\$ 2,119	\$ 1,921	\$ 2,410	\$ 2,410
Other professional & techni	\$ 113,000	\$ 113,229	\$ 113,229	\$ 162,300	\$ 162,300
Water, sewer and refuse	\$ 74,910	\$ 74,910	\$ 78,250	\$ 74,460	\$ 74,460
Hazardous materials dispos	\$ 1,000	\$ 1,000	\$ 1,000	\$ 500	\$ 500
Janitorial services	\$ 325,026	\$ 325,026	\$ 315,276	\$ 335,625	\$ 335,625
Equip annual inventory char	\$ 4,690	\$ 4,690	\$ 4,690	\$ 4,690	\$ 4,690
Vehicle work order charges	\$ 22,000	\$ 22,000	\$ 5,750	\$ 22,000	\$ 22,000
Vehicle fuel island charges	\$ 16,485	\$ 16,485	\$ 10,510	\$ 16,485	\$ 16,485
Office equipment operation/	\$ 3,600	\$ 3,600	\$ 3,550	\$ 7,700	\$ 7,700
Vehicle maintenance costs	\$ 6,500	\$ 6,500	\$ 2,500	\$ 6,500	\$ 6,500
Other equipment operation/	\$ 8,050	\$ 8,050	\$ 10,525	\$ 12,650	\$ 12,650
Building and facility o & m -	\$ 343,303	\$ 293,303	\$ 301,707	\$ 286,412	\$ 286,412
Landscaping maintenance s	\$ 45,450	\$ 45,450	\$ 45,450	\$ 43,800	\$ 43,800
Software maintenance servi	\$ 422,181	\$ 389,181	\$ 389,181	\$ 472,329	\$ 472,329
Hardware maintenance serv	\$ 32,000	\$ 32,000	\$ 32,000	\$ 43,000	\$ 43,000
Equipment, building and lan	\$ 237,163	\$ 251,251	\$ 251,251	\$ 240,452	\$ 240,452
Equipment lease-outside	\$ -	\$ 12,000	\$ 16,000	\$ 18,000	\$ 18,000
Travel and meetings	\$ 15,925	\$ 11,925	\$ 2,186	\$ 11,200	\$ 11,200
Training	\$ 79,300	\$ 79,300	\$ 79,300	\$ 82,300	\$ 82,300
Telecommunications service	\$ 176,385	\$ 176,385	\$ 176,385	\$ 221,385	\$ 221,385
Liability insurance/surety bc	\$ 37,442	\$ 37,442	\$ 37,442	\$ 37,442	\$ 37,442
Liability insurance/surety bc	\$ 48,000	\$ 68,000	\$ 68,000	\$ 68,000	\$ 68,000
Advertising	\$ 19,130	\$ 19,130	\$ 19,130	\$ 31,570	\$ 31,570
Dues and memberships	\$ 35,162	\$ 35,162	\$ 35,162	\$ 37,453	\$ 37,453
Printing and binding-outside	\$ 24,600	\$ 24,600	\$ 24,600	\$ 32,600	\$ 32,600
Postage charges	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
Office supplies	\$ 23,550	\$ 23,550	\$ 22,300	\$ 23,250	\$ 23,250
Books and periodicals	\$ 1,324,459	\$ 1,616,603	\$ 1,616,603	\$ 1,202,188	\$ 1,074,096
Books and periodicals-gran	\$ 2,650	\$ 2,697	\$ 2,696	\$ 21,923	\$ 21,923
Safety clothing and equipm	\$ 12,560	\$ 12,560	\$ 15,050	\$ 13,910	\$ 13,910
Copier supplies	\$ 6,075	\$ 6,075	\$ 5,550	\$ 6,005	\$ 6,005
Library functional supplies	\$ 141,500	\$ 141,500	\$ 141,500	\$ 171,500	\$ 171,500
Janitorial supplies	\$ 25,250	\$ 25,250	\$ 26,200	\$ 24,750	\$ 24,750
Electricity	\$ 190,275	\$ 190,275	\$ 193,775	\$ 195,525	\$ 195,525
Natural gas	\$ 29,450	\$ 29,450	\$ 36,000	\$ 27,550	\$ 27,550
Miscellaneous supplies and	\$ 186,523	\$ 186,523	\$ 192,087	\$ 188,423	\$ 188,423
Loans and grants	\$ -	\$ -	\$ -	\$ -	\$ -
Refunded fees and fines	\$ 2,000	\$ 2,000	\$ 1,908	\$ 2,000	\$ 2,000
Office furniture/equipment	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000	\$ 18,000
Vehicle equipment	\$ -	\$ -	\$ -	\$ -	\$ -
Computer equipment	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Other capital outlay	\$ 50,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Expenditure Subtotal	\$ 16,225,374	\$ 16,214,364	\$ 15,091,554	\$ 16,916,771	\$ 14,572,517
	\$ (1,870,642)	\$ (1,907,645)	\$ (918,018)	\$ (3,878,550)	\$ (1,534,296)

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



STAFF REPORT

DATE: May 7, 2020
TO: Library Joint Powers Authority Board
FROM: Susan Nemitz, Library Director
RE: City of Santa Cruz Overhead Services Agreement

STAFF RECOMMENDATION

Authorize terms of the FY 2021 City of Santa Cruz overhead services agreement to be incorporated into the FY 2021 Library Budget.

DISCUSSION

Due to the limitations on time during the pandemic recovery process, the Library would like to forego a detailed cost study at this time and approve a 5% increase to this prior year's approved agreement.

Attachment: Prior City of Santa Cruz Services Agreement - to be modified.

Report Prepared by: Kira Henifin,
Principal Management Analyst

Reviewed and Forwarded by: Susan Nemitz, Library Director

DRAFT AGREEMENT BETWEEN THE LIBRARY JOINT POWERS AUTHORITY AND CITY OF
SANTA CRUZ FOR SUPPORT SERVICES

This Agreement for Support Services between the Library Joint Powers Authority and the City of Santa Cruz is made and entered into on the date by which it has been approved and executed by the parties, with an effective date of _____.

I. RECITALS

Whereas, the Library Joint Powers Authority (“LJPA”) was established effective June 24, 1996 by the County of Santa Cruz, the City of Santa Cruz, City of Capitola and City of Scotts Valley to provide joint library services within these jurisdictions (collectively, “the Parties”);

A. Whereas, the Parties entered into a Fourth Amendment to the Joint Powers Agreement (“Fourth Amendment”) effective December 16, 2015, which superceded and replaced the original June 24, 1996 Joint Powers Agreement and all amendments thereto;

B. Whereas, the LJPA has the authority to obtain support services, including legal counsel, accounting, purchasing, treasury, human resources, payroll and other services at cost by the most effective and service efficient model available, as determined by the LJPA Governing Board pursuant to Paragraph 7 of the Fourth Amendment;

C. Whereas, the LJPA seeks to continue the City of Santa Cruz’s current provision of support services, including financial and risk management, human resource, and limited support for management, public works and information technology services in support of the Santa Cruz Public Library operations by entering into this contract, which will be effective upon the approval of the LJPA’s Governing Board of Directors and will extend retroactively to December 16, 2015;

D. Whereas, pursuant to the joint exercise of powers provisions set forth in chapter 5, Division 7 of Title 1 of the Government Code (sections 6500 et seq.) the Parties may contract for the exercise jointly of any power common to all;

II. AGREEMENT PROVISIONS

Now, therefore, in consideration of the mutual promises and covenants contained herein, the parties to this Support Services Agreement agree to as follows:

1. Services.

The City will provide the following services to the Library Board:

- a. Financial Services – The City shall serve as the Library’s Chief Financial Officer and provide fiscal guidance and policy development with specific high level professional duties including: general ledger accounting; annual financial audit; budgeting; cash management; debt issuance and management; financial reporting; fixed asset reporting; forecasting; portfolio management; and normal, recurring duties related to accounts payable processing and compliance, payroll processing and compliance, and purchasing compliance.
- b. Human Resource Services – The City shall serve as the Library’s Chief Human Resources officer and provide personnel guidance and policy development with specific, high level duties including employee benefits management, employee staffing services related to recruitment, hiring, disciplinary, and counseling (as needed), union and bargaining unit coordination and negotiations, and inclusion in the City’s training services programs and classes.
- c. Risk Management Services – The City shall serve as the Library’s Chief Risk Manager as it relates specifically to general liability claims and management; contractual risk transfer; and employee safety program.
- d. Information Technology Services – The City shall provide services related to supporting enterprise level data applications and systems that reside on the City’s infrastructure (such as payroll and timekeeping), supporting video surveillance and related DVR video storage, limited support of Outlook email components, and as requested Geographic Information Systems and general Information Technology consultation.
- e. Public Works Administration – The City shall provide minor facility and pool car management services to Library staff and any coordination related to emergency events. In addition, as a direct charge for services, the City will continue to provide upon request fleet maintenance and/or fuel.
- f. Library Board and/or Subcommittee Meetings support staffing – Staff will attend up to 12 Library board or committee meetings per year.
- g. Excluded Services – The City may, upon request, advise on, but does not oversee Library functions related to accounts receivable billing; cash receipting; development of capital investment/maintenance program; emergency operations; grant application; grant compliance; grant financial reporting; general information technology services; routine purchasing tasks; staffing and operational service level needs; volunteer coordination or

related services. Any services within these areas can be procured through a supplemental agreement.

- h. Optional Services – The City may, upon request of the Library Director, provide other additional as needed services such as sales of fleet fuel, fleet vehicle maintenance, fleet storage, facility maintenance, specialty IT supplemental services, and/or any other City administrative management services.

2. Compensation.

The City of Santa Cruz shall receive as compensation for these support services an amount equivalent to the costs of providing the services. The amount of these specific service costs will be derived through the City's cost allocation model, which the City uses for internal administrative charges to other City funds.

The City will annually present by May 1st, the revised administrative services cost for inclusion in the upcoming fiscal year's budget and will internally and automatically charge 1/12th of the annual amount each month to the LJPA's Fund.

Effective Date.

This Agreement shall be effective upon the execution of this Agreement by the Parties hereto and remain in effect through June 30, 2021. Should the Library Joint Powers Authority Agreement become void, this contract shall become void.

3. Termination.

The City or Services Authority may withdraw from this Agreement by the giving of one year written notice no later than July 1 of any given year of its intent to withdraw from the Agreement, effective on July 1 of the next year. Upon the date of withdrawal, due to the time lag of the cost basis, the City shall be compensated for a true-up calculation between the cost basis used to set the current fee against the cost basis changes for the prior and current year through the withdrawal date.

4. Hold Harmless and Indemnification.

The City of Santa Cruz shall defend, indemnify and hold harmless the LJPA, its respective officials, officers, employees and agents who are not subject to the day to day supervision of the LJPA, against any and all claims, actions, loss, liability or expense (including attorney fees and costs) arising out of, based upon, or in any way resulting from the performance of this Support Services Agreement, and in any way related to the negligent acts and omissions of the Director and/or employees of the Library System, who are subject to the day to day supervision by the LJPA.

5. Amendments

This Support Services Agreement may only be amended in writing with the unanimous consent of all Parties. Any Party proposing to amend this Agreement shall give notice of its intent to propose an amendment at any meeting of the LJPA Governing Board at least 60 days prior to the date upon which the proposed amendment, if adopted by the LJPA Governing Board, would take effect.

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



STAFF REPORT

DATE: May 7, 2020
TO: Library Joint Powers Authority Board
FROM: Susan M. Nemitz, Library Director
RE: Approval of Subordination Agreement Related to Library Leases by the County

STAFF RECOMMENDATION

Approve the execution by the Authority of a Subordination Agreement (Subordination of Library Lease Agreements)

DISCUSSION

Santa Cruz Public Libraries (Authority) have entered into a number of Lease Agreements (Library Leases) with the County under which the Authority leases certain library properties from the County in order to provide public library services. The County is currently undertaking a lease/leaseback financing in order to support bonds that will be used to finance and refinance certain County-owned facilities, and intends in the future to enter into similar lease/leaseback financings for other County purposes. One or more of the County properties that will be used in the lease/leaseback financings could include a library property leased by the Authority under a Library Lease.

In order to ensure that the County has the legal ability to use its library properties as part of a lease/leaseback structure, and to ensure that the rights of the bond holders are protected, the County has requested that the Authority execute the attached Subordination Agreement, which will subordinate all current Library Leases to any future lease/leaseback documents. The County's lease/leaseback structure is for financing purposes only; it will not affect the day-to-day operations of any library, or have any financial impact on the Authority.

The Subordination Agreement can be approved by minute order and does not require adoption of a resolution. The Board of Supervisors will consider the Subordination Agreement at its meeting on April 28, 2020.

Attachments:

1. Subordination Agreement (Subordination of Library Lease Agreements)
2. Felton Library Lease

Prepared by: Scott Ferguson, County Bond Counsel

Approved by: Susan Nemitz, Library Director

**SUBORDINATION AGREEMENT
(Subordination of Library Lease Agreements)**

NOTICE: THIS SUBORDINATION AGREEMENT RESULTS IN THE RIGHTS OF THE LESSEE TO THE LAND AND IMPROVEMENTS BECOMING SUBJECT TO AND OF LOWER PRIORITY THAN THE RIGHTS CREATED BY THE INSTRUMENTS REFERENCED BELOW.

THIS SUBORDINATION AGREEMENT (this "Agreement") is dated as of June 1, 2020, by and between the County of Santa Cruz, a political subdivision of the State of California ("Lessor"), and Santa Cruz Public Libraries, a joint powers authority organized and existing under the laws of the State of California ("Lessee").

RECITALS

- A. Lessor and Lessee have entered into the lease agreements shown on Exhibit A hereto (the "Library Leases") by which the Lessor leased to the Lessee certain improvements and real property listed on Exhibit A hereto and more particularly described as an attachment to each Library Lease (the "Premises").
- B. The County intends to enter into one or more lease/leaseback financing arrangements consisting generally of a site lease, lease agreement, assignment agreement and related agreements (collectively, the "Financing Leases") with the Santa Cruz County Capital Financing Authority or another public agency in order to assist the County in connection with financing and refinancing certain capital improvements of the County.
- C. Under the Financing Leases, the County will lease and lease back certain real property and improvements that may include the Premises subject to one or more Library Leases.
- D. In order to facilitate the execution and delivery of the Financing Leases, the County desires that the Library Leases and Lessee's right, title and interest in the Premises be subordinate to the rights, titles, and interests of the parties to the Financing Leases.

NOW THEREFORE, in consideration of their respective covenants herein made, the parties hereto agree as follows:

1. **Subordination.** The Library Leases and all of Lessee's right, title, and interest in and to the Premises thereunder shall be, and the same are expressly made subject to, subordinate and inferior to the Financing Leases, and to all extensions, renewals, modifications, consolidations and replacements of the Financing Leases.
2. **Notices.** All notices, demands, approvals and other communications which are required to or may be given pursuant to this Agreement shall be in writing and shall be delivered by personal delivery, overnight air courier or registered or certified U.S. mail, with return receipt requested, to the appropriate party at its address as follows:

If to the Lessor:	County of Santa Cruz
	701 Ocean Street, Room 100
	Santa Cruz, CA 95060
	Email: aud123@santacruzcounty.us
	Attn: Auditor-Controller-Treasurer-Tax Collector

If to the Lessee: Santa Cruz Public Libraries
117 Union Street
Santa Cruz, CA 95060
Email: _____
Attn: Executive Director

3. **Miscellaneous.** In the event of any conflict between the provisions of the Library Leases and the provisions of this Agreement, the provisions of this Agreement shall control. If any term or provision of this Agreement or any application thereof shall be invalid, the remainder of this Agreement and any other application such term or provision shall not be affected.
4. **Integration; No Waiver.** This Agreement is the whole and only agreement with regard to the subordination of the Library Leases to the Financing Leases. This Agreement may not be modified or amended except by a written agreement signed by the parties.
5. **Successors and Assigns.** This Agreement is binding on and inures to the benefit of the legal representatives, successors, and assigns of the parties.
6. **Attorneys' Fees and Costs.** If any party to this Agreement brings an action to interpret or enforce its rights under this Agreement, the prevailing party will be entitled to recover its costs and reasonable attorneys' fees as awarded in the action.
7. **Governing Law.** This Agreement is governed by the laws of the State of California, without regard to the choice of law rules of that state.
8. **Counterparts.** This Agreement may be executed in counterparts, and all counterparts constitute but one and the same document.

IN WITNESS WHEREOF, the parties have executed this Agreement the date first above written.

Attest

COUNTY OF SANTA CRUZ,
as Lessor

By _____
Susan Galloway
Clerk of the Board

By _____
Elissa Benson,
Assistant County Administrative Officer

Attest

SANTA CRUZ PUBLIC LIBRARIES,
as Lessee

By _____
Helga Smith,
Secretary

By _____
Jamie Goldstein,
Chair of the Board

EXHIBIT A

LEASE AGREEMENTS

Library Name	Property Address	APN	Library Lease
Felton Branch Library	6121 Gushee Street, Felton, CA	065-073-03	Lease Agreement dated as of January 1, 2020

LJPA
May 7, 2020

DocuSign Envelope ID: FCF0E766-E387-40A9-B6BE-D9DC71AF8803

x

6121 GUSHEE STREET #340

Approved 01/28/2020
Board of Supervisors
DOC-2020-93 #51.a

FELTON BRANCH LIBRARY - 6121 GUSHEE STREET
APN 065-073-03 (PORTION)

LESSOR: COUNTY OF SANTA CRUZ, a political subdivision of the State of
California

LESSEE: SANTA CRUZ PUBLIC LIBRARIES, a Joint Powers Authority

6121 GUSHEE STREET-2019 # 340

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LEASE AGREEMENT

THIS LEASE AGREEMENT ("Lease") is made and entered into effective as of January 1, 2020 ("Commencement Date"), by and between the COUNTY OF SANTA CRUZ, a political subdivision of the State of California ("County" or "Lessor"), and Santa Cruz Public Libraries, a Joint Powers Authority. ("Lessee").

IN CONSIDERATION OF THE RENTS AND COVENANTS hereinafter set forth, the County hereby leases to Lessee, and Lessee hereby leases from County, the Premises described below upon the following terms and conditions:

ARTICLE 1 PREMISES

The Premises ("Premises") consist of that certain real property described as follows: The entire approximately 8,990 square foot building located on a 26,760 square foot portion of assessor parcel number 065-073-03 known as 6121 Gushee Street, Felton, CA, along with appurtenances. All of said leased real property is described and identified more fully in Exhibit "A" attached hereto and by this reference incorporated herein.

ARTICLE 2 TERM

2.1 Term. The Term of this Lease shall commence upon execution by all parties hereto, and shall expire when that specific agreement entitled Fourth Amendment to the Joint Powers Agreement Between the City of Santa Cruz and the County of Santa Cruz and the Cities of Capitola and Scotts Valley Relating to Library Services (the "JPA Agreement") naturally terminates at 11:59 PM on December 31, 2025, or at the expiration of the term established by future amendment(s) of the JPA Agreement, whichever is later.

2.2 Extension. The Term of this Lease may only be extended by written amendment of this Lease executed by all parties hereto.

ARTICLE 3 RENT

3.1 Base Annual Rent. Rent shall be \$5.00 (five dollars) for the entire Term of this Lease.

3.2 INTENTIONALLY OMITTED

3.3 Delivery of Rent Payments. All rent due under this Lease shall be made

payable to the County of Santa Cruz, and shall be considered paid when delivered to:

COUNTY OF SANTA CRUZ
Department of Public Works – Real Property
701 Ocean Street, Room 410
Santa Cruz, CA 95060

County may, at any time, by written notice to Lessee, designate a different address to which Lessee shall deliver the rent payments. County may, but is not obligated to, send rent invoices to Lessee.

3.4 Due Date of Rent. Rent for this Lease shall be due and payable upon execution hereof.

3.5 Failure to Pay Base Rent or Additional Rent; Late Charge. Failure to pay rent constitutes a material breach of this Lease.

3.6 Termination. Either party may terminate this Lease at any time, for any reason, by giving one hundred and eighty (180) days written notice to the other party.

ARTICLE 4 SECURITY DEPOSIT

No security deposit is required under this Lease.

ARTICLE 5 POSSESSION AND USE

5.1 Permitted Uses. Lessee shall use the Premises solely to provide public library services. No one other than Lessee, its agents, volunteers and employees, or any sublessee of Lessee approved by County as provided in Article 13, "Assignment and Subletting," below, is permitted to use the Premises for the purposes described herein, and Lessee shall be fully responsible for the activities of its agents, volunteers and employees and sublessees, if any, on the Premises.

5.2 Duties and Prohibited Conduct. Where Lessee is reasonably in doubt as to the propriety of any particular use, Lessee may request the written determination of County's Lease Administrator that such use is or is not permitted, and Lessee will not be in breach or default under this Lease if Lessee abides by such determination. Notwithstanding the foregoing, however, Lessee shall not use nor permit the use of the Premises in any manner that will tend to create waste or a nuisance. Lessee shall, at Lessee's expense, comply promptly with all applicable statutes, laws, ordinances, rules, regulations, orders, covenants and restrictions of record, and requirements in effect during the term, regulating the use by Lessee of the Premises.

Lessee shall not use, or permit any person or persons to use, the Premises for the sale or display of any goods and/or services, which, in the sole discretion of County, are inconsistent with the permitted uses of the Premises pursuant to this Lease. Lessee shall keep the Premises, and every part thereof, in a decent, safe and sanitary condition, free from any objectionable noises or odors, except as may be typically present for the permitted uses specified above.

5.3 Compliance with Stormwater Laws. Lessee's use of the Premises is subject to federal, state and local laws regarding the discharge into the stormwater conveyance system of pollutants. Compliance with these laws may require Lessee to develop, install, implement and maintain pollution prevention measures, source control measures and Best Management Practices ("BMPs"). Lessee further agrees to develop, install, implement and/or any BMPs or similar pollution control devices required by federal, state and/or local law and any implementing regulations. Any costs associated with such installations will be handled consistent with other maintenance and repair costs as outlined in Article 10.

Lessee understands and acknowledges that the storm water and non-storm water requirements applicable to Lessee's use of the Premises may be changed from time to time by federal, state and/or local authorities, and that additional requirements may become applicable based on changes in Lessee's activities or development or redevelopment by Lessee or County. To the extent there is a conflict between any federal, state, or local law, Lessee shall comply with the more restrictive provision. If County receives any fine or fines from any regulatory agency as a result of Lessee's failure to comply with applicable storm water laws as set forth in this Article, Lessee shall reimburse County for the entire fine amount.

ARTICLE 6 UTILITIES

6.1 Utility Services. Lessee agrees to provide and pay for all of the utilities and services necessary for the occupancy and use of the Premises, including, but not limited to water, gas, electricity, garbage collection, sewage charges or septic service, and telephone, and for all connection charges. County shall have no responsibility either to provide or pay for such services.

6.2 Energy Conservation by Lessee. Lessee shall endeavor to promote energy conservation measures in the operation of all activities at the Lease Premises. Lessee shall cooperate with the Landlord in all forms of energy conservation including energy-efficient lighting, heating and air-conditioning systems, and fixtures and equipment. Lessee shall comply with all existing and newly-enacted laws, by-laws, regulations, etc., relating to the conservation of energy. Lessee shall comply with all reasonable requests and demands of the Landlord pertaining to the installation and maintenance of energy conservation systems, fixtures, and equipment installed by the Landlord.

6.3 Energy Conservation by County. County is required to comply with all laws and regulations requiring the installation of energy-efficient systems, fixtures, and equipment at

County buildings and facilities. In accordance with all laws and regulations and this Lease, Lessee shall maintain or repair, or cause to maintain or repair, the building, and related systems in accordance with current energy conservation standards.

ARTICLE 7
MECHANICS' LIENS

Lessee shall pay, or cause to be paid, all costs for work done by it, or caused to be done by it, on the Premises, and for all materials furnished for or in connection with any such work. If any lien is filed against the Premises, Lessee shall cause the lien to be discharged of record within ten (10) days after it is filed. Lessee shall indemnify, defend and hold County harmless from any and all liability, loss, damage, costs, attorneys' fees and all other expenses on account of claims of lien of laborers or materialmen or others for work performed or materials or supplies furnished for Lessee or persons claiming under Lessee.

ARTICLE 8
SECURITY

Lessee shall be responsible for and shall provide for the security of the Premises.

ARTICLE 9
TAXES, ASSESSMENTS AND FEES

9.1 Responsibility for Payment of Taxes and Assessments. County shall not be obligated to pay any taxes or assessments accruing against Lessee on the Premises or any interest of Lessee therein before, during or after the Term, or any extension thereof; all such payments shall be the sole responsibility of Lessee. In addition, Lessee shall be solely responsible for payment of any taxes or assessments levied upon any Improvements, Fixtures or Personal Property located on the Premises, to the extent that such taxes or assessments result from the business or other activities of Lessee upon, or in connection with, the Premises.

9.2 Definition of Taxes. As used herein, the term "taxes" means all taxes, governmental bonds, special assessments, Mello-Roos assessments, charges, rent income or transfer taxes, license and transaction fees, including, but not limited to, (i) any state, local, federal, personal or corporate income tax, or any real or personal property tax, (ii) any estate inheritance taxes, (iii) any franchise, succession or transfer taxes, (iv) interest on taxes or penalties resulting from Lessee's failure to pay taxes, (v) any increases in taxes attributable to the sale of Lessee's leasehold interest in the Premises, or (vi) any taxes which are essentially payments to a governmental agency for the right to make improvements to the Premises.

9.3 INTENTIONALLY OMITTED.

ARTICLE 10
REPAIRS; MAINTENANCE

10.1 Acceptance of Premises. Lessee acknowledges that Lessee has made a thorough inspection of the Premises prior to the Commencement Date of this Lease, and that it accepts the Premises as of the Commencement Date in their condition at that time. Lessee further acknowledges that County has made no oral or written representations or warranties to Lessee regarding the condition of the Premises, and that Lessee is relying solely on its inspection of the Premises with respect thereto.

10.2 Tenant Improvements. Lessee shall not make or allow to be made any alterations, physical additions or improvements in or to the Premises, including but not limited to works of an artistic nature permanently affixed to or modifying Premises, without first obtaining the written consent of County, which consent may in the sole and absolute discretion of County be denied. County's failure to respond in writing to Lessee's request for any alterations, physical additions or improvements within fifteen (15) days of receipt thereof shall be deemed County's disapproval of such request. Any alterations, physical additions or improvements to the Premises made by or installed by either party hereto shall remain upon and be surrendered with the Premises and become the property of County upon the expiration or earlier termination of this Lease without credit to Lessee; provided, however, County, at its option, may require Lessee to remove any physical improvements or additions and/or repair any alterations in order to restore the Premises to the condition existing at the time Lessee took possession, all costs of removal and/or alterations to be borne by Lessee. This clause shall not apply to moveable equipment, furniture, moveable decorations not permanently affixed to or modifying Premises, or moveable trade fixtures owned by Lessee, which may be removed by Lessee at the end of the term of this Lease.

10.3 Lessee's Repair and Maintenance Obligations. Lessee shall at all times from and after the Commencement Date, repair and maintain the Premises in good and tenantable condition, and coordinate minor maintenance and repair as delineated in this Article. Lessee shall also exercise reasonable care and maintain appropriate temperature within the buildings that constitute part of this Lease to prevent burst pipes.

10.4 Minor Maintenance and Repairs. Lessee is responsible for, at its sole cost and expense and without cost to the County, performing all minor maintenance and repairs for the Premises. Minor maintenance and repairs are defined as any and all maintenance or repairs, costing up to a maximum of \$10,000 per item, and with an annual cap of \$50,000, necessary to maintain the Premises in good and tenantable condition, and shall include but not be limited to: custodial services, maintenance of grounds and landscaping, and maintenance and repair of: the roof, fencing, the heating, ventilation and air conditioning (HVAC) system; mechanical and electrical systems; all meters, pipes, conduits, equipment, components and facilities (whether or not within the Premises) that supply the Premises exclusively with utilities (except to the extent the appropriate utility company has assumed these duties); all fixtures and other equipment installed in the Premises; all exterior and interior glass installed in the Premises; all signs, lock and closing devices; all interior window sashes, casements and frames; doors and door frames (except for the painting of the exterior surfaces thereof); floor coverings; and all such items of repair,

maintenance, alteration, improvement or reconstruction as may be required at any time or from time to time by a governmental agency having jurisdiction thereof. Lessee's obligations hereunder shall apply regardless of whether the repairs, restorations and replacements are ordinary or extraordinary, foreseeable or unforeseeable, capital or noncapital, or the fault or not the fault of Lessee, its agents, employees, invitees, visitors, sublessees or contractors. All replacements made by Lessee in accordance with this Section shall be of like size, kind and quality to the items replaced and shall be subject to County's approval, which shall be timely and not unreasonably withheld. Lessee shall utilize its own maintenance staff or outside contractors, however, Lessee shall only use appropriately licensed staff or contractors for any item requiring a building permit. Lessee agrees to maintain, perform and pay for all "Advanced Septic Management System" maintenance and agency reporting consistent with owner's manual provided by County to Lessee at the commencement of the Term. The expenses incurred for septic, custodial, landscaping and other recurring maintenance operational activities are not eligible to be applied towards the \$10,000 or \$50,000 limits listed above.

10.5 Major Maintenance and Repairs. County is responsible for, at its sole cost and expense and without cost to Lessee, performing all major maintenance and repairs for the Premises. Major maintenance and repairs are defined as any and all maintenance or repairs, costing more than \$10,000 per item, necessary to maintain the Premises in good and tenable condition. Examples include but are not limited to: painting of building exterior; repair and resurfacing of parking areas; structural repairs involving foundation, exterior walls and bearing walls; and major repair or replacement of failed roof, gutters, downspouts, HVAC system, unexposed plumbing and electrical, fire sprinkler system, septic system, fencing, and fire alarm system.

For all major maintenance that cannot be completed by the County and upon approval from County, Lessee shall contract for services, in concurrence with County purchasing policies and procedures. All proposed work shall be approved by the County, such approval shall be timely and not unreasonably withheld. Lessee will be reimbursed by County for direct costs of the approved facility improvements and major maintenance repairs.

Upon surrender of the Premises, Lessee shall deliver the Premises to County in good order, condition and state of repair, but shall not be responsible for damages resulting from ordinary wear and tear or for improvements to the premises beyond those provided for in Article 10.9.

Lessee shall provide for trash removal, at its expense, and shall maintain all trash receptacles and trash areas in a clean, orderly and first-class condition.

10.6 Emergency Repairs of Critical Systems. If a problem develops within the HVAC equipment, plumbing, electrical, drainage or other critical building system that if left unrepaired for any length of time could reasonably impact the health or safety of the occupants, or the continued occupancy of the Premises, Lessee will immediately contact the County Facility Liaison to report the problem. If the problem falls under minor maintenance or repairs, Lessee shall proceed under the guidelines of Article 10.3. If Lessee is unable to quickly resolve the problem using Lessee's maintenance staff or outside contractors, Lessee shall contact County Facilities Liaison who shall arrange for repairs to be completed by the County or assist Lessee with

identifying an outside contractor that can complete the work. If the problem falls under major maintenance or repairs, Lessee and County shall proceed under the guidelines of Article 10.4.

10.7 Lessee's Failure to Maintain. If Lessee refuses or neglects to repair, replace, or maintain the Premises, or any part thereof, in a manner reasonably satisfactory to County, County may, upon giving Lessee reasonable written notice of its election to do so, make such repairs or perform such maintenance on behalf of and for the account of Lessee. If County makes or causes any such repairs to be made or performed, as provided for herein, Lessee shall pay the cost thereof to County, as additional rent, promptly upon receipt of an invoice therefore.

10.8 Right to Enter. Lessee shall permit County, or its authorized representatives, to enter the Premises at all times during usual business hours to inspect the same, and to perform any work therein that (a) may be necessary to comply with any laws, ordinances, rules or regulations of any public authority, (b) County may deem necessary to prevent waste or deterioration in connection with the Premises if Lessee does not make, or cause to be made, such repairs or perform, or cause to be performed, such work promptly after receipt of written demand from County, and (c) County may deem necessary in connection with the expansion, reduction, remodeling, protection or renovation of any County-constructed or owned facilities on or off of the Premises. Nothing herein shall imply any duty on the part of County to do any such work which, under any provision of this Lease, Lessee may be required to do, nor shall County's performance of any repairs on behalf of Lessee constitute a waiver of Lessee's default in failing to do the same. If County exercises any of its rights under this Section, Lessee shall not be entitled to any compensation, damages or abatement of rent from County for any injury or inconvenience occasioned thereby.

10.9 INTENTIONALLY OMITTED.

10.10 INTENTIONALLY OMITTED.

ARTICLE 11 INDEMNITY AND INSURANCE

11.1 Lessee's Indemnity. County shall not be liable for, and Lessee shall defend and indemnify County and the employees and agents of County (collectively "County Parties"), against any and all claims, demands, liability, judgments, awards, fines, mechanics' liens or other liens, labor disputes, losses, damages, expenses, charges or costs of any kind or character, including attorneys' fees and court costs (hereinafter collectively referred to as "Claims"), related to this Lease and arising either directly or indirectly from any act, error, omission or negligence of Lessee or its contractors, licensees, agents, volunteers, servants or employees, including, without limitation, Claims caused by the concurrent negligent act, error or omission, whether active or passive, of County Parties. Lessee shall have no obligation, however, to defend or indemnify County Parties from a Claim if it is caused by the sole negligence or willful misconduct of County Parties.

11.2 County's Indemnity. County shall defend and indemnify Lessee and hold it

harmless from and against any Claims related to this Lease that arise solely from any act, omission or negligence of County Parties.

11.3 Lessee's Insurance Obligations. Without limiting Lessee's indemnification obligations to County under this Lease, Lessee shall provide and maintain, during the Term and for such other period as may be required herein, at its sole expense, insurance in the amounts and form specified in Exhibit "B," attached hereto.

11.4 County's Insurance Obligations. County maintains a policy of All-Risk Insurance covering the County's personal property in the Premises, including any fixtures or equipment in the Premises owned by County. The County utilizes a program of self-funding with regard to any liability it may incur for personal injury or property damage arising out its use or occupancy of the Premises.

ARTICLE 12 HAZARDOUS MATERIALS

12.1 Hazardous Materials Laws-Definition. As used in this section, the term "Hazardous Materials' Laws" means any and all federal, state or local laws or ordinances, rules, decrees, orders, regulations or court decisions (including the so-called "common law"), including without limitation the Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended (42 U.S.C., 9601 et seq.), the Hazardous Materials Transportation Act, as amended (49 U.S.C., 1801 et seq.), the Resource Conservation and Recovery Act of 1976, as amended (42 U.S.C., 6901 et seq.), and the California Environmental Quality Act of 1970, relating to hazardous substances, hazardous materials, hazardous waste, toxic substances, environmental conditions on, under or about the Premises, soil and ground water conditions or other similar substances or conditions.

12.2 Hazardous Materials - Definition. As used in this section the term "Hazardous Materials" means any chemical, compound, material, substance or other matter that:

- a. Is a flammable, explosive, asbestos, radioactive nuclear medicine, vaccine, bacteria, virus, hazardous waste, toxic, overtly injurious or potentially injurious material, whether injurious or potentially injurious by itself or in combination with other materials;
- b. Is controlled, referred to, designated in or governed by any Hazardous Materials Laws;
- c. Gives rise to any reporting, notice or publication requirements under any Hazardous Materials Laws; or
- d. Is any other material or substance giving rise to any liability, responsibility or duty upon the County or Lessee with respect to any third person under any Hazardous Materials Law.

12.3 Lessee's Representations and Warranties. Lessee represents and warrants that, during the Term or any extension thereof, or for such longer period as may be specified herein, Lessee shall comply with the following provisions unless otherwise specifically approved in writing by County's Lease Administrator:

a. Lessee shall not cause or permit any Hazardous Materials to be brought, kept or used in or about the Premises by Lessee, its agents, employees, sublessees, assigns, contractors or invitees, except as required by Lessee's permitted use of the Premises, as described in Section 5.1, "Permitted Uses."

b. Any handling, transportation, storage, treatment or usage by Lessee of Hazardous Materials that is to occur on the Premises following the Commencement Date shall be in compliance with all applicable Hazardous Materials Laws.

c. Any leaks, spills, release, discharge, or emission of Hazardous Materials caused by Lessee, or disposal of Hazardous Materials owned by Lessee, which may occur on the Premises following the Commencement Date shall be promptly and thoroughly cleaned and removed from the Premises by Lessee at its sole expense, and any such discharge shall be promptly reported in writing to County, and to any other appropriate governmental regulatory authorities.

d. No friable asbestos shall be constructed, placed on, deposited, stored, disposed of, or located by Lessee in the Premises.

e. No underground improvements, including but not limited to treatment or storage tanks, or water, gas or oil wells shall be located by Lessee on the Premises without County's prior written consent.

f. Lessee shall conduct and complete all investigations, studies, sampling, and testing procedures and all remedial, removal, and other actions necessary to clean up and remove all Hazardous Materials on, from, or affecting the Premises in accordance with all applicable Hazardous Materials' Laws and to the satisfaction of County.

g. Activities proposed by Lessee that involve disturbing asbestos materials on site shall only be conducted in accordance with all federal, state and local asbestos rules and regulations including, but not limited to, the California Occupational Safety and Health Administration (Cal/OSHA), Environmental Protection Agency (EPA) and Air Pollution Control District (APCD), with prior written consent of the County, as follows:

Prior to conducting asbestos related activities, Lessee shall notify Lessor of the proposed work at least one month in advance. The notification shall include the location of work, type of asbestos containing material (ACM) to be removed and a work plan indicating the work practices and methods of control to be used during the abatement activity to control asbestos fiber release. The County Occupational Health Program shall review the work plan and may modify the plans as necessary.

Any asbestos related activities shall be performed by a contractor that is registered with Cal/OSHA and certified by the California Contractors State Licensing Board to perform asbestos work. Any asbestos related activities shall be overseen by a California Certified Asbestos Consultant (CAC), or a Certified Site Surveillance Technician under the direction of a CAC.

Replacement products used in tenant improvements or other construction activities shall not contain asbestos. Any replacement products used by Lessee shall be verified as non-asbestos products by using Material Safety Data Sheets (MSDS) and/or having the architect or project engineer verify that ACMs were not used.

h. Lessee shall promptly supply County with copies of all notices, reports, correspondence, and submissions made by Lessee to the United States Environmental Protection Agency, the United Occupational Safety and Health Administration, and any other local, state or federal authority which requires submission of any information concerning environmental matters or hazardous wastes or substances pursuant to applicable Hazardous Materials' Laws.

i. Lessee shall promptly notify County of any liens threatened or attached against the Premises pursuant to any Hazardous Materials' Law. If such a lien is filed against the Premises, then within twenty (20) days following such filing or before any governmental authority commences proceedings to sell the Premises pursuant to the lien, whichever occurs first, Lessee shall either: (a) pay the claim and remove the lien from the Premises; or (b) furnish either (1) a bond or cash deposit reasonably satisfactory to County in an amount not less than the claim from which the lien arises, or (2) other security satisfactory to County in an amount not less than that which is sufficient to discharge the claim from which the lien arises. At the end of this lease, Lessee shall surrender the Premises to County free of any and all Hazardous Materials and in compliance with all Hazardous Materials' Laws affecting the Premises.

12.4 Indemnification by Lessee. Lessee (and, if applicable, each of its general partners) and its successors, assigns, and guarantors, if any, jointly and severally agree to protect, indemnify, defend (with counsel selected by County), reimburse and hold County and its officers, employees and agents harmless from any claims, judgments, damages, penalties, fines, costs or expenses (known or unknown, contingent or otherwise), liabilities (including sums paid in settlement of claims), personal injury (including wrongful death), property damage (real or personal) or loss, including attorneys' fees, consultants' fees, and experts' fees (consultants and experts to be selected by County) which arise during or after the Term from or in connection with the presence or suspected presence of Hazardous Materials, including the soil, ground water or soil vapor on or under the Premises. Without limiting the generality of the foregoing, the indemnification provided by this section shall specifically cover costs incurred in connection with investigation of site conditions or any cleanup, remedial, removal or restoration work required by any Hazardous Materials Laws because of the presence of Hazardous Materials in the soil, ground water or soil vapor on the Premises, and the release or discharge of Hazardous Materials by Lessee during the course of Lessee's alteration or improvement of the Premises.

12.5 Remedies Cumulative; Survival. The provisions of this Article shall be in

addition to any and all common law obligations and liabilities Lessee may have to County, and any remedies and the environmental indemnities provided for herein shall survive the expiration or termination of this Lease and/or any transfer of all or any portion of the Premises, or of any interest in this Lease, and shall be governed by the laws of the State of California.

12.6 Inspection. County and County's agents, servants, and employees including, without limitation, legal counsel and environmental consultants and engineers retained by County, may (but without the obligation or duty so to do), at any time and from time to time, on not less than ten (10) business days' notice to Lessee (except in the event of an emergency in which case no notice shall be required), inspect the Premises to determine whether Lessee is complying with Lessee's obligations set forth in this Article, and to perform environmental inspections and samplings, during regular business hours (except in the event of an emergency) or during such other hours as County and Lessee may agree. If Lessee is not in compliance, County shall have the right, in addition to County's other remedies available at law and in equity, to enter upon the Premises immediately and take such action as County in its sole judgment deems appropriate to remediate any actual or threatened contamination caused by Lessee's failure to comply. County will use reasonable efforts to minimize interference with Lessee's use of Premises but shall not be liable for any interference caused by County's entry and remediation efforts. Upon completion of any sampling or testing County will (at Lessee's expense if County's actions are a result of Lessee's default under this section) restore the affected area of the Premises from any damage caused by County's sampling and testing.

ARTICLE 13 ASSIGNMENT AND SUBLETTING

Lessee shall not voluntarily or involuntarily assign, sublease, mortgage, encumber, or otherwise transfer (collectively, a "Transfer") all or any portion of the Premises or its interest in this Lease without County's prior written consent. County may reasonably withhold its consent to any Transfer. Any attempted Transfer without County's consent shall be void and shall constitute a material breach of this Lease. As used herein, the term "Transfer" shall include an arrangement (including without limitation management agreements, concessions, and licenses) that allows the use and occupancy of all or part of the Premises by anyone other than Lessee.

ARTICLE 14 COUNTY'S RIGHT OF ACCESS

County, its agents, employees, and contractors may enter the Premises at any time in response to an emergency, and at reasonable hours to (a) inspect the Premises, (b) exhibit the Premises to prospective purchasers or Lessees, (c) determine whether Lessee is complying with its obligations in this Lease (including its obligations with respect to compliance with Hazardous Materials Laws), (d) supply cleaning service and any other service that this Lease requires County to provide, (e) post notices of non-responsibility or similar notices, or (f) make repairs that this Lease requires County to make, or make repairs to any adjoining space or utility services, or make

repairs, alterations, or improvements to any other portion of the Premises; provided, however, that all work will be done as promptly as reasonably possible and so as to cause as little interference to Lessee as reasonably possible.

Lessee waives any claim of injury or inconvenience to Lessee's business, interference with Lessee's business, loss of occupancy or quiet enjoyment of the Premises, or any other loss reasonably occasioned by such entry for purposes specified by this paragraph. If necessary, Lessee shall provide County with keys to unlock all of the doors in the Premises (excluding Lessee's vaults, safes, and similar areas designated in writing by Lessee in advance). County will have the right to use any means that County may deem proper to open doors in the Premises and to the Premises in an emergency. No entry to the Premises by County by any means will be a forcible or unlawful entry into the Premises or a detainer of the Premises or an eviction, actual or constructive, of Lessee from the Premises, or any part of the Premises, nor shall the entry entitle Lessee to damages or an abatement of rent or other charges that this Lease requires Lessee to pay.

ARTICLE 15 QUIET ENJOYMENT

If Lessee is not in breach under the covenants made in this Lease, County covenants that Lessee shall have peaceful and quiet enjoyment of the Premises without hindrance on the part of County. County will defend Lessee in the peaceful and quiet enjoyment of the Premises against claims of all persons claiming through or under the County.

ARTICLE 16 NOTICES

16.1 Notices. Whenever in this Lease it shall be required or permitted that notice or demand be given or served by either party to this Lease to or on the other, such notice or demand shall be in writing, mailed or delivered to the other party at the following addresses:

To County:
Department of Public Works –
Real Property
701 Ocean Street, Room 410
Santa Cruz, California 95060

To Lessee:
Director
Santa Cruz Public Libraries
117 Union Street
Santa Cruz, CA 95060

(831) 427-7700 x 7611

Mailed notices shall be sent by United States Postal Service, certified or registered mail, postage prepaid and shall be deemed to have been given, delivered and received three (3) business days after the date such notice or other communication is posted by the United States Postal Service. All other such notices or other communications shall be deemed given, delivered and received upon actual receipt. Either party may, by written notice delivered pursuant to this provision, at any time designate a different address to which notices shall be sent.

16.2 Default Notices. Notwithstanding anything to the contrary contained within this Article, any notices County is required or authorized to deliver to Lessee in order to advise Lessee of alleged violations of Lessee's covenants under this Lease must be in writing but shall be deemed to have been duly given or served upon Lessee by County attempting to deliver at the Premises during normal business hours a copy of such notice to Lessee or its managing employee and by County mailing a copy of such notice to Lessee in the manner specified in the preceding Section.

ARTICLE 17

INTENTIONALLY OMITTED

ARTICLE 18

GENERAL PROVISIONS

18.1 Authority. Lessee represents and warrants that it has full power and authority to execute and fully perform its obligations under this Lease pursuant to its governing instruments, without the need for any further action, and that the person(s) executing this Lease on behalf of Lessee are the duly designated agents of Lessee and are authorized to do so.

18.2 INTENTIONALLY OMITTED

18.3 Captions. The captions, headings and index appearing in this Lease are inserted for convenience only and in no way define, limit, construe, or describe the scope or intent of the provisions of this Lease.

18.4 County Approval. Except where stated herein to the contrary, the phrases "County's approval," and "County's written approval" or such similar phrases shall mean approval of County's Lease Administrator or said Administrator's representative as authorized by said administrator in writing.

18.5 Cumulative Remedies. In the event of a default under this Lease, each party's remedies shall be limited to those remedies set forth in this Lease. Any such remedies are cumulative and not exclusive of any other remedies under this Lease to which the non-defaulting party may be entitled.

18.6 Entire Agreement. This Lease, together with all addenda, exhibits and riders

attached hereto, constitutes the entire agreement between the parties with respect to the subject matter hereof, and all prior or contemporaneous agreements, understandings and representations, oral or written, are superseded.

18.7 Estoppel Certificate. Lessee shall at any time during the term of this Lease, within five (5) business days of written notice from County, execute and deliver to County a statement in writing certifying that this Lease is unmodified and in full force and effect or, if modified, stating the nature of such modification. Lessee's statement shall include other details requested by County, such as the date on which rent and other charges are paid, the current ownership and name of Lessee, Lessee's knowledge concerning any outstanding defaults with respect to County's obligations under this Lease and the nature of any such defaults. Any such statement may be relied upon conclusively by any prospective purchaser or encumbrancer of the Premises. Lessee's failure to deliver such statements within such time shall be conclusively deemed to mean that this Lease is in full force and effect, except to the extent any modification has been represented by County, that there are no uncured defaults in the County's performance, and that not more than one month's rent has been paid in advance.

18.8 Exhibits. All exhibits referred to herein are attached hereto and incorporated by reference.

18.9 Force Majeure. In the event either party is prevented or delayed from performing any act or discharging any obligation hereunder, except for the payment of rent by Lessee, because of any and all causes beyond either party's reasonable control, including unusual delays in deliveries, abnormal adverse weather conditions, unavoidable casualties, strikes, labor disputes, inability to obtain labor, materials or equipment, acts of God, governmental restrictions, regulations or controls, any hostile government actions, civil commotion and fire or other casualty, legal actions attacking the validity of this Lease or the County's occupancy of the Premises, or any other casualties beyond the reasonable control of either party except casualties resulting from Lessee's negligent operation or maintenance of the Premises ("Force Majeure"), performance of such act shall be excused for the period of such delay, and the period for performance of such act shall be extended for a period equivalent to the period of such delay. Force Majeure shall not include any bankruptcy, insolvency, or other financial inability on the part of either party hereto.

18.10 Governing Law. This Lease shall be governed, construed and enforced in accordance with the laws of the State of California.

18.11 Interpretation. The language of this Lease shall be construed simply according to its plain meaning and shall not be construed for or against either party.

18.12 Joint and Several Liability. If more than one person or entity executes this Lease as Lessee, each of them is jointly and severally liable for all of the obligations of Lessee hereunder.

18.13 Lease Administration. This Lease shall be administered on behalf of County by the Department of Public Works – Real Property, County of Santa Cruz, or by such person's duly-authorized designee (referred to collectively herein as "County's Lease Administrator"), and on

behalf of Lessee by: Front Street, Inc., Ann Butler, President, 2115 7th Avenue, Santa Cruz, CA 95062, or by such other person as may be designated in writing by Lessee (referred to collectively herein as "Lessee's Lease Administrator").

18.14 Lessee's Lease Administration. Lessee confirms that Lessee's Lease Administrator has been given full operational responsibility for compliance with the terms of this Lease. Lessee shall provide County with a written schedule of its normal hours of business operation on the Premises, and Lessee's Lease Administrator or a representative designated thereby shall be (i) available to County on a twenty-four (24) hour a day, seven (7) days a week, basis, and (ii) present on the Premises during Lessee's normal business hours, to resolve problems or answer question pertaining to this Lease and Lessee's operations on the Premises.

18.15 INTENTIONALLY OMITTED.

18.16 Modification. The provisions of this Lease may not be modified, except by a written instrument signed by both parties.

18.17 Partial Invalidity. If any provision of this Lease is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Lease shall not be affected thereby. Each provision shall be valid and enforceable to the fullest extent permitted by law.

18.18 Payments. Except as may otherwise be expressly stated, each payment required to be made by Lessee shall be in addition to, and not a substitute for, other payments to be made by Lessee.

18.19 Successors & Assigns. This Lease shall be binding on and inure to the benefit of the parties and their successors and assigns, except as may otherwise be provided herein.

18.20 Time of Essence. Time is of the essence of each and every provision of this Lease.

18.21 Waiver. No provision of this Lease or the breach thereof shall be deemed waived, except by written consent of the party against whom the waiver is claimed. The waiver by County of any breach of any term, covenant or condition contained in this Lease shall not be deemed to be a waiver of such term, covenant or condition of any subsequent breach thereof, or of any other term, covenant or condition contained in this Lease. County's subsequent acceptance of partial rent or performance by Lessee shall not be deemed to be an accord and satisfaction or a waiver of any preceding breach by Lessee of any term, covenant or condition of this Lease or of any right of County to a forfeiture of the Lease by reason of such breach, regardless of County's knowledge of such preceding breach at the time of County's acceptance. The failure on the part of County to require exact or full and complete compliance with any of the covenants, conditions of agreements of this Lease shall not be construed as in any manner changing or waiving the terms of this Lease or as estopping County from enforcing in full the provisions hereof. No custom or practice which may arise between the parties hereto in the course of administering this Lease shall be construed

LJPA
May 7, 2020

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to waive, estop or in any way lessen County's right to insist upon Lessee's full performance of, or compliance with, any term, covenant or condition of this Lease or to inhibit or prevent County's exercise of its rights with respect to any default, dereliction or breach of this Lease by Lessee.

SIGNATURE PAGE TO FOLLOW

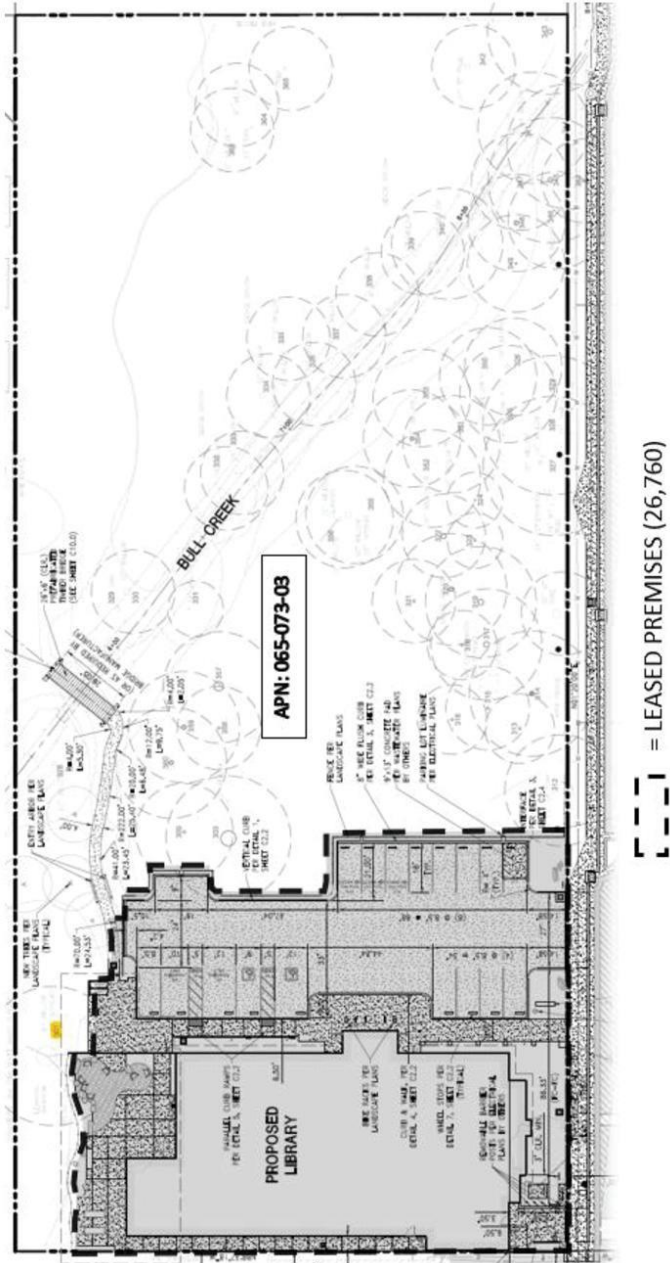
In WITNESS WHEREOF,

Lessor has executed this Agreement as of the ____ day of _____, 20____.

Lessee has executed this Agreement as of the ____ day of _____, 20____.

SANTA CRUZ PUBLIC LIBRARIES	COUNTY OF SANTA CRUZ
<p>DocuSigned by: <i>Jamie Goldstein</i> A3A1B210F53449A...</p> <p>_____</p> <p style="text-align: right;">Date</p>	<p>Matt Machado, Director Department of Public Works</p> <p>DocuSigned by: <i>Matt Machado</i> E96BAD31808248C...</p> <p>_____</p> <p style="text-align: right;">Date</p>
	<p>APPROVED AS TO FORM:</p> <p>DocuSigned by: <i>Justin D. Graham</i> 4E0070C9C3454FF...</p> <p style="text-align: right;">1/8/2020 AMS</p> <p>Office of County Counsel</p> <p>_____</p> <p style="text-align: right;">Date</p>
	<p>APPROVED AS TO INSURANCE:</p> <p>DocuSigned by: <i>Eschberg</i> 07D403853AEF4EF...</p> <p style="text-align: right;">1/8/2020 AMS</p> <p>Risk Management</p> <p>_____</p> <p style="text-align: right;">Date</p>
	<p>RECOMMENDED FOR APPROVAL:</p> <p>DocuSigned by: <i>Travis Cary</i> 218C9B1E55C8490...</p> <p>Real Property</p> <p>_____</p> <p style="text-align: right;">Date 11/27/2019 AMS</p>
	<p>RECOMMENDED FOR APPROVAL:</p> <p>_____</p> <p style="text-align: right;">Date</p>

EXHIBIT "A"



A-1

EXHIBIT B
INSURANCE REQUIREMENTS

INSURANCE REQUIREMENTS

Without limiting Lessee's indemnification obligations to County under this Lease, Lessee shall provide and maintain for the duration of this Lease insurance against claims for injuries to persons or damages to property which may arise from or in connection with the Lessee's operation and use of the leased Premises. The cost of such insurance shall be borne by the Lessee.

1. Minimum Scope of Insurance

Coverage shall be at least as broad as:

- A. Commercial General Liability, Occurrence form, Insurance Services Office Form CG0001.
- B. Automobile Liability covering all owned, non-owned and hired auto, Insurance Services Office form CA0001.
- C. Workers Compensation, as required by State of California and Employer's Liability Insurance.
- D. Property Insurance against all risk or special form perils, including Replacement Cost coverage, without deduction for depreciation, for Lessee's merchandise, fixtures owned by Lessee, any items identified in this Lease as improvements to the Premises constructed and owned by Lessee, and the personal property of Lessee, its agents and employees, including coverage for earthquake and flood.

2. Minimum Limits of Insurance

Lessee shall maintain limits no less than:

- A. Commercial General Liability including Premises, Operations, Products and Completed Operations, Contractual Liability and Independent Contractors: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. The General Aggregate limit shall be \$2,000,000 and shall be a Per Location Aggregate. Fire Damage Limit (Any One Fire) \$300,000 and Medical Expense Limit (Any One Person) \$5,000.
- B. Automobile Liability: \$1,000,000 each accident for bodily injury and property damage. Coverage will include contractual liability.
- C. Employers Liability: \$1,000,000 each accident for bodily injury or disease.

Coverage shall include a waiver of subrogation endorsement in favor of County of Santa Cruz.

D. Property: Full replacement cost with no coinsurance penalty provision.

3. Deductibles and Self-Insured Retentions

Any liability deductible or self-insured retention must be declared to and approved by the County's Risk Manager. The property insurance deductible shall not exceed \$5,000 per occurrence and shall be borne by Lessee.

4. Other Insurance Provisions

The general liability and automobile liability policies are to contain, or be endorsed to contain the following provisions:

A. Additional Insured Endorsement

Any general liability policy provided by Lessee shall contain an additional insured endorsement applying coverage to the County of Santa Cruz, the members of the Board of Supervisors of the County and the officers, agents, employees and volunteers of the County, individually and collectively.

B. Primary Insurance Endorsement

For any claims related to this Lease, the Lessee's insurance coverage shall be primary insurance as respects the County, the members of the Board of Supervisors of the County and the officers, agents, employees and volunteers of the County, individually and collectively. Any insurance or self-insurance maintained by the County, the members of the Board of Supervisors of the County, its officers, officials, employees, or volunteers shall be excess of the Lessee's insurance and shall not contribute with it.

C. Notice of Cancellation

Each required insurance policy shall be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the County at the address shown in section of Lease entitled "Notices".

GENERAL PROVISIONS

5. Qualifying Insurers

All required policies of insurance shall be issued by companies which have been approved to do business in the State of California by the State Department of Insurance, and which

hold a current policy holder's alphabetic and financial size category rating of not less than A- VII according to the current Best's Key Rating guide, or a company of equal financial stability that is approved in writing by County's Risk Manager.

6. Proof of Insurance

Lessee shall, as soon as practicable following the placement of insurance required hereunder, but in no event later than the effective date of the Contract, deliver to County certified copies of the actual insurance policies specified herein, together with appropriate separate endorsements thereto, evidencing that Lessee has obtained such coverage for the period of the Contract. Thereafter, copies of renewal policies, and appropriate separate endorsements thereof, shall be delivered to County within thirty (30) days prior to the expiration of the term of any policy required herein.

7. Failure to Obtain or Maintain Insurance; County's Remedies

Lessee's failure to provide insurance specified or failure to furnish certificates of insurance, amendatory endorsements and certified copies of policies, or failure to make premium payments required by such insurance, shall constitute a material breach of the Lease, and County may, at its option, terminate the Lease for any such default by Lessee.

8. No Limitations of Obligations

The foregoing insurance requirements as to the types and limits of insurance coverage to be maintained by Lessee, and any approval of said insurance by the County are not intended to and shall not in any manner limit or qualify the liabilities and obligations otherwise assumed by Lessee pursuant to the Lease, including, but not limited to, the provisions concerning indemnification.

9. Review of Coverage

County retains the right at any time to review the coverage, form and amount of insurance required herein and may require Lessee to obtain insurance reasonably sufficient in coverage, form and amount to provide adequate protection against the kind and extent of risk which exists at the time a change in insurance is required.

10. Self-Insurance

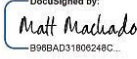


Lessee may, with the prior written consent of County's Risk Manager, fulfill some or all of the insurance requirements contained in this Lease under a plan of self-insurance. Lessee shall only be permitted to utilize such self-insurance if in the opinion of County's Risk Manager, Lessee's (i) net worth, and (ii) reserves for payment of claims of liability against Lessee, are sufficient to adequately compensate for the lack of other insurance coverage required by this Lease. Lessee's utilization of self-insurance shall not in any way limit liabilities assumed by Lessee under this Lease.

11. Sublessees' Insurance

Lessee shall require any sublessee, and any sub-sublessee, of all or any portion of the Premises to provide the insurance coverage described herein prior to occupancy of the Premises.

12. Waiver of Subrogation

Lessee and County waive all rights to recover against each other or against any other tenant or occupant of the building, or against the officers, directors, shareholders, partners, employees, agents or invitees of each other or of any other occupant or tenant of the building, from any Claims (as defined in the Article entitled "Indemnity") against either of them and from any damages to the fixtures, personal property, Lessee's improvements, and alterations of either County or Lessee in or on the Premises and the Property, to the extent that the proceeds received from any insurance carried by either County or Lessee, other than proceeds from any program of self-insurance, covers any such Claim or damage. Included in any policy or policies of insurance provided by Lessee shall be a standard waiver of rights of subrogation against County by the insurance company issuing said policy or policies.

Signer Events	Signature	Timestamp
<p>Matt Machado Matt.Machado@co.santa-cruz.ca.us eSign Security Level: Email, Account Authentication (None)</p>	<p>DocuSigned by:  B98BAD31806248C...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 63.194.190.100</p>	<p>Sent: 2/4/2020 10:58:52 AM Viewed: 2/4/2020 11:31:02 AM Signed: 2/4/2020 11:31:32 AM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
<p>Travis Cary Travis.Cary@co.santa-cruz.ca.us eSign Security Level: Email, Account Authentication (None)</p>	<p>DocuSigned by:  218C9B1E55C949D...</p> <p>Signature Adoption: Pre-selected Style Using IP Address: 63.194.190.100</p>	<p>Sent: 2/4/2020 10:58:51 AM Viewed: 2/4/2020 11:24:09 AM Signed: 2/4/2020 2:22:31 PM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
<p>Department of Public Works rosa.ortiz-rocha@co.santa-cruz.ca.us eSign Security Level: Email, Account Authentication (None)</p>	<p></p>	<p>Sent: 2/4/2020 10:58:51 AM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	2/4/2020 6:15:36 PM
Certified Delivered	Security Checked	2/5/2020 10:07:52 AM
Signing Complete	Security Checked	2/5/2020 10:08:09 AM
Completed	Security Checked	2/5/2020 10:08:09 AM
Payment Events	Status	Timestamps

LJPA
May 7, 2020