

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, MARCH 4 AT 5:00 PM

This meeting will be held via Zoom teleconference ONLY

Board Members and Library Staff Members will be participating remotely via videoconference.

Public Viewing:

The meeting will be broadcast through the Santa Cruz Libraries YouTube channel <https://www.youtube.com/user/SantaCruzPL> which you can access through the Santa Cruz Libraries website by scrolling to the bottom of the page and clicking on the YouTube icon.

Public Participation:

For those wishing to participate via Zoom you can join from a PC, Mac, iPad, iPhone or Android device by entering or clicking on the following URL:

Please click the link below to join the webinar:

<https://zoom.us/j/97916760188>

For those wishing to participate via Zoom using a telephone only, please call:

Or iPhone one-tap:

US: +16699006833,,97916760188# or +12532158782,,97916760188#

Or Telephone:

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

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799
or +1 929 205 6099 or +1 301 715 8592 or 833 548 0276 (Toll Free)
or 833 548 0282 (Toll Free) or 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free)

Slowly enter the Webinar ID: 979 1676 0188

International numbers available: <https://zoom.us/j/97916760188>

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

There are four ways to comment during meetings. All comments must be received prior to the close of public comment on that agenda item:

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

Members of the public may provide public comment by sending comments via email to the Library Board Clerk at clerk@santacruzpl.org

- Identify the agenda item number in the subject line of the email.
- Emailed comments should be a maximum of 500 words, which corresponds to approximately 3 minutes of speaking time.
- Each emailed comment will be read aloud for up to three minutes.
- Emails received by clerk@santacruzpl.org outside of the comment period outlined above will not be included in the record.

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

- Type your comment using the Q&A feature found on the Zoom teleconference control bar.
- Identify the agenda item first, then type your comment
- Your comment will be read aloud

3. How to comment aloud on agenda items, during the meeting and prior to the close of public comment on an item, via the Zoom “raise hand” feature:

If you are accessing the meeting using the Zoom app and computer audio:

- Use the “raise hand” icon found on the Zoom teleconference control bar
- The moderator will announce your name or the last 3 digits of your phone number
- Unmute yourself using the microphone icon
- Identify the agenda item
- Introduce yourself using your first and last name.
- You will have three minutes of speaking time.

If you are accessing the Zoom teleconference using telephone audio:

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

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



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

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

THURSDAY MARCH 4, 2021

5:00 P.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.

Public Employee Performance Evaluation
[Cal. Govt. Code §54957 (b)]
Joint Powers Authority Board's Performance Evaluation of the Library Director

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

Report out from Closed Session of February 4, 2021

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 – February 2021 (p.6-7)

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 February 4, 2021 LJPA Board Meeting Minutes
Staff Recommendation: Approve the February 4, 2021 Board Meeting Minutes (p.8-11)
- B. Recent Articles about Santa Cruz Public Libraries.
Staff Recommendation: Accept and File Recent Articles about SCPL (p.12-19)
- C. Library Audit - Annual Financial Report FY 2020
Staff Recommendation: Review and accept prepared Library Audit - Annual Financial Report for FY2020 (p.20-23)

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. Library FY 2022 Budget Planning Issues (p.24-26)

Staff Recommendation:

1. Create a committee to recommend a five-year plan for the distribution of Maintenance of Effort contributions by May 15, 2021.
2. Instruct Library staff to submit a budget request in the FY22 budget process that strategically reduces the size of the Library fund balance.
3. Budget the current year estimate for the overhead for the City of Santa Cruz services inflated by 5% for FY22 and instruct the City of Santa Cruz finance staff to complete a cost study during the next year to re-estimate overhead costs for the future.
4. Appoint a subcommittee to determine the JPA’s approach for managing the facility maintenance of Library branches. This subcommittee should recommend an organization and funding for both operating and capital maintenance. Findings should be complete by January 1, 2022 to affect the FY23 budget process.
5. Allocate \$400,000 to a SCPL capital facilities fund as a placeholder until a final recommendation is approved for the structure and funding of facility maintenance. Approve carryforward authority for this fund because of the high cost and multiyear nature of capital projects.

11. SCHEDULED UPCOMING MEETINGS

May 6, 2021	Virtual Meeting	Anticipated Upcoming Agenda Items:
9:00 am		FY 21/22 Budget 3rd Quarter Reports

12. ADJOURNMENT TO CLOSED SESSION

Public Employee Performance Evaluation
 [Cal. Govt. Code §54957 (b)]
 Joint Powers Authority Board’s Performance Evaluation of the Library Director

Adjourned to the next regular meeting of the LJPA to be held on Thursday, May 6, 2021 at 9:00 am [immediately following the LFFA meeting] via Zoom teleconference.

The Santa Cruz City-County Library System does not discriminate against persons with disabilities. Out of consideration for people with chemical sensitivities, we ask that you attend fragrance free. Upon request, the agenda can be provided in a format to accommodate special needs. Additionally, if you wish to attend this public meeting and will require assistance such as an interpreter for American Sign Language, Spanish, or other special equipment please call the Library Administration Office at (831)427-7706 at least five days in advance so that we can arrange for such special assistance, or email library_admin@santacruzpl.org

February 2021



Library Director's Report to the JPA

In late December, the County moved back into the purple tier forcing the libraries to retract their in-house public computing. Grab & Go lobby service, which allows patrons to enter library lobbies to retrieve library materials on hold, continues to be offered.

Expanded hours intended to make the library more accessible to commuters and seniors also remain in place. All Grab & Go Branches extended afternoon hours to 6 p.m. Monday through Thursday starting November 14th. Each branch also offers one day per week with morning hours. Branches provide 27/7 WiFi and print job pickup.

The Lendable Tech collection has begun circulating. The Library is providing Fire Tablets, Chromebooks, Wi-Fi Hotspots and Chromebook/Hotspot bundles. A portion of the devices are being reserved for community partners to maximize access to those in need. Additionally, the Library provides tech support by phone for customers who may need some extra assistance using their lendable tech. Beginning in late March, Library patrons can also call the Library to make an in person appointment if they need further assistance with their technology.

“Thanks to you and the Scotts Valley library staff, my husband and I are still moving forward, in spite of the pandemic, in our advocacy for education and training of both primary care and behavioral health in the assessing, managing, and treating suicidal ideation.” Happy Patron who borrowed a Chromebook and Hotspot.

“Santa Cruz Public Libraries have been such a vital source of information for me during the pandemic! I have been using the Teen section of the eBooks to create monthly digital displays for the students I work with! I am the library media assistant at Santa Cruz High and I know how much the tutoring center and the vast collection of eBooks has helped our students feel more connected during this time!” Happy Patron

The bookmobile continues to expand its services. A new addition to the Library's website provides the bookmobile's full schedule and range of services. It can be found here: <https://www.santacruzpl.org/outreach/bookmobile/>

SCPL has hired Cathy Bond, Zach Buck, Dana Gier, Clair McCoy, Paul Williams, and Tish Wolf as new floating Library Assistant II's to assist with building changes.

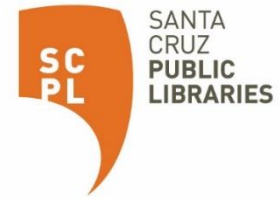
Due to circumstances around the pandemic and the nature of the Grab & Go service model, providing supplemental tax forms as a print-on-demand service is not an option for the 2021 tax season. A hybrid approach to providing patrons with tax forms combines distribution of standard & preprinted forms at Grab & Go sites and printing of specialized tax forms via wireless printing. All other requests for tax related forms, not listed above will be treated as reference questions and referred to Tel-Info or Lib-Answers. The more specialized and specific tax forms patrons may need can be sent through SCPL wireless printing service and picked up during Grab & Go service hours. If patrons are unable to send the wireless print job themselves, they can contact Tel Info or reach out to Library staff online for assistance.

Wings Homeless Advocates offers open office hours at the corner of Center and Locusts streets, outside of the Downtown Library on Thursdays, 10:30am - 12:00pm. Wings provides free birth certificates and notary services for people experiencing homelessness.

Ivan Sumano-Vargas, LAC Board Secretary, has made the requested changes to the Library Advisory Commission Website. He will showcase them at the Board Meeting.

The Library is planning for a virtual celebration of the opening of the La Selva Beach Branch on Saturday March 20 at 10 AM. The public is invited to a Zoom presentation where they will see a virtual tour of the beautifully remodeled building and hear about programs and services planned for the future. We will offer Grab and Go Services at the La Selva Beach Branch starting Tuesday, March 23. Watch the SCPL Website for more information and to register for the Zoom event.

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

Virtual Meeting

**THURSDAY FEBRUARY 4, 2021
9:00 A.M.**

1. ROLL CALL

PRESENT: Tina Friend, Jamie Goldstein, Martin Bernal, Carlos Palacios
STAFF: Library Director Susan Nemitz, Assistant Director Eric Howard

2. ADDITIONAL MATERIALS

Library Financial Dashboard for December 2020

3. ADDITIONS AND DELETIONS TO AGENDA

The Agenda of February 4, 2021 was approved by consensus.

Report out from Closed Session on December 3, 2020: The Board discussed the performance evaluation of the Library Director and no reportable action was taken.

4. ORAL COMMUNICATIONS

A member of the public asked for clarification on the Library's Organizational Chart.

5. REPORT BY LIBRARY DIRECTOR

Susan Nemitz reported on the recent activities of the Library and also commented that the Organizational Chart is part of the budgetary process and will be on the May agenda.

6. FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES REPORT

Martin Gomez reported on the recent activities of the Friends of the Santa Cruz Public Libraries and announced the January 4, 2021 hire of a new operations manager, Rebekah Scott. A matching grant from the Monterey Peninsula Organization was successfully reached, which means that \$600,000 will be used for Garfield Park, Boulder Creek and La Selva Beach. The Friends engaged with the Campaign manager consultant, Essex and Drake, developing strategy.

7. REPORT BY LIBRARY ADVISORY COMMISSION (LAC)

Lindsay Bass, Chair, reported on the recent LAC meeting, January 25, 2021. The newly elected officers for 2021 are Lindsay Bass, Chair and Bruce Cotter, Vice Chair.

8. COMMENTS BY BOARD MEMBERS

Director Tina Friend expressed her appreciation and gratitude to the Library Staff at the Scotts Valley Branch for their help during the debris flow evacuation by providing Wifi hotspots, charging stations and handled the greatly increased traffic at the library.

Director Friend also expressed appreciation for Carlos Palacios' handling of this extremely difficult week.

9. CONSENT CALENDAR

RESULT: APPROVED CONSENT CALENDAR

- A. Approved the December 3, 2020 Board Meeting Minutes**
- B. Accepted and Filed Recent Articles about SCPL**
- C. Accepted and Filed 2nd Qtr. Community Impact Measures for FY 2020-2021**
- D. Accepted and Filed 2nd Qtr. Financial Report for FY 2020-2021**
- E. Accepted and Filed 2nd Qtr. Incident Report for FY 2020-2021**
- F. Accepted and Filed 2nd Qtr. Work Plan for FY 2020-2021 [UNANIMOUS]**

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

10. GENERAL BUSINESS

A. Annual Election of Board Chair and Board Vice-Chair

RESULT:

Elected the Calendar year 2021 Board Chair and Vice-Chair as the City of Santa Cruz and the City of Scotts Valley respectively. [UNANIMOUS]

MOVER: Carlos Palacios

SECONDER: Tina Friend

AYES: Friend, Goldstein, Bernal, Palacios

B. Library Operational Recommendations under Covid-19

Assistant Library Director Eric Howard reported on the ongoing changes of library operations due to COVID-19. The Grab and Go service is intended to remain stable throughout any of the extreme health tiers. Unfortunately, the indoor public computer service had to be suspended when the County moved into the purple tier. The library transitioned to lending out laptops and Wifi hotspots to support the public when they could no longer enter the library branches to reserve time on the computer stations. A very robust telephone service is in place where people can get technical help and order books and have them mailed to them. An internal communications team has been established as well. This team addresses new services, technical training and safety and is staffed from every division in the library. Its purpose is to provide clarification for staff on the many changes that affect services and library work. Virtual programs have continued and the jail service was never suspended, and is one of the few programs that continues to run inside the jails. The bookmobile continues to support partners throughout the County and expand its services. The Strategic Plan will be picked up in the new fiscal year. An internal committee has been established to look at collection and services to ensure that everyone's needs in the community are addressed; the committee will also be examining policies and practices around recruitment, retention and building a more inclusive culture.

The Board expressed interest in upcoming changes once the red tier opens up. Eric Howard explained that the Library will expand its work with partners, once it is safely possible. The goal is also to bring back computer indoor computer labs again when the County is in the red tier. The library is looking to safely increase capacity and it wants to do so without creating long lines outside the Library.

Director Goldstein pointed out that the JPA Board and staff are supporting the development of the Downtown library but that the City of Santa Cruz is leading the charge on the project.

RESULT: APPROVED LIBRARY OPERATIONAL RECOMMENDATIONS UNDER COVID-19 AS OUTLINED IN THE STAFF REPORT AND PRESENTATION. [UNANIMOUS]

MOVER: Jamie Goldstein
SECONDER: Carlos Palacios
AYES: Friend, Goldstein, Bernal, Palacios

C. FY 2022 Budget Planning Issues

Library Director Susan Nemitz gave a comprehensive report on issues, problems and financial needs/expectations of the Library. The report discussed five major issues:

1. Maintenance of Effort
2. Approach to Budgeted Reserves and Fund Balances
3. Determination of the City of Santa Cruz Overhead Charge
4. Operating and Capital Maintenance of Facilities, Operational Structure, Leases
5. Hours of Operation

The Board discussed the information and provided direction.

RESULT: REVIEWED AND ENDORSED LIBRARY FY 2022 BUDGET PLANNING ISSUES. [UNANIMOUS]

MOVER: Jamie Goldstein
SECONDER: Carlos Palacios
AYES: Friend, Goldstein, Bernal, Palacios

11. Adjournment to Closed Session

Final Adjournment of the Library Joint Powers Authority Board (LJPA) at 10:22 a.m. to the next regular meeting on March 4, 2021 at 5:00 p.m. [immediately following the LFFA meeting] via Zoom teleconference.

ATTEST: _____
Helga Smith, Clerk of the Board

All documents referred to in these minutes are available in the Santa Cruz Public Libraries – Library Headquarters Office, 117 Union Street, Santa Cruz, CA 95060.

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



STAFF REPORT

DATE: March 4, 2021
TO: Library Joint Powers Authority Board
FROM: Susan Nemitz, Library Director
RE: Media Packet

STAFF RECOMMENDATION

Accept and File the Media Packet for January 26, 2021 through February 22, 2021

DISCUSSION

This Media packet covers the time period for January 26, 2021 through February 22, 2021.

Attachment: Media Packet

Report Prepared by: Diane Cowen,
 Communications Manager

Reviewed and Forwarded by: Susan Nemitz, Library Director



In the News and Media:

January 26 – February 22

Santa Cruz Sentinel *Coastlines*

Coast Line | Aptos Library program to discuss ‘The Great Believers’

January 26, 2021 at 4:00 p.m.

SANTA CRUZ

Program to discuss ‘The Great Believers’

Listen, learn and discuss the themes in the book “The Great Believers” as part of Friends of the Aptos Library’s Our Community Reads program.

This novel explores the HIV/AIDS epidemic as it affects a group of residents of the Boystown community in Chicago in the 1980s. A discussion will be held at 10 a.m. Feb. 3 online and facilitated by Lorena Lopez of the Capitola Branch Library.

A talk on HIV/AIDS, Activism and the Politics of Pandemic will be given by David A. Reichard, professor of history and legal studies at Cal State Monterey Bay at 5 p.m. Feb. 7.

Reichard will discuss the history of grassroots HIV/AIDS activism, especially in the 1980s and ’90s, and how marginalized groups and resources can shape the course of a pandemic. He will make several connections to the pandemic we are currently living through.

For a schedule of events, discussion groups, lectures and more being offered by the Friends of the Aptos, La Selva Beach, Capitola, and Felton Libraries, visit friendsofaptoslibrary.org. Click on the Our Community Reads page for a list of events and links to registration. All events are free and open to the public. Registration is required.

Santa Cruz Sentinel *Editorials*

Stephen Kessler | Why bury the library in the landfill?

February 6, 2021 at 6:30 a.m.

Though I’d just as soon retire it as a topic, the proposal to move the downtown branch of the Santa Cruz Public Library out of Civic Center and into a garage-apartment complex blocks away must be subject to continued scrutiny. The idea that because it has been approved by the previous City Council and a ton of money has been spent (remember the millions wasted on desal?) it is therefore a done deal is delusional. A lengthy process must still be navigated before the mixed-use thing is designed let alone built. The new council has time to come to its senses and cut its losses.

I’m not the only one who thinks that when the true cost of this project is revealed — not even including maintenance costs — the sticker shock will be such that even some of the council members who voted for it will change their minds for reasons of fiscal responsibility, environmental sensitivity and popular opposition. (I have written to each current council member asking how this project aligns with their “health in all policies” and “bold climate action” principles and will let you know what I hear back in a future column.) Meanwhile the magnolias slated for sacrifice have not yet been massacred, and there is still a chance that Lot 4 can be saved and redesigned more economically as a public plaza or town commons, the last open space downtown amid an increasingly overbuilt urban landscape of towering, shade-throwing apartments.

But our subject today is the site of the existing library in Civic Center, whose structural bones have been deemed seismically sound but, according to official city wisdom, unaffordable to renovate as the 21st-century library everyone desires — and thus presumably too costly to renovate as anything else. So the city issued a request for proposals to replace the building with something new. From the RFP: “Following construction of the new library building, the existing library site and adjacent parking lots will become an opportunity site for re-development. Per direction received from Council, staff is to initiate a public process to consider reuse options for that site to include housing, a town commons, and/or other public uses.” (Four proposals were received, specifics pending.)

The subtext of those sentences is the city’s implicit intention to tear down the library, haul the debris to the dump — by what criterion of environmental stewardship it is unclear — and start with a clean slate. While the cost of renovating the library is said to be prohibitive, no one has yet said what it will cost to replace it with housing or some other “opportunity” appropriate to its location. The city has even borrowed the idea of a town commons from the grassroots group Downtown Commons Advocates, which has proposed such a community asset under the established magnolias and plane trees of Lot 4.

The Watsonville Public Library is often cited by mixed-use proponents as an example of wise development. It’s true that behind that four-story building is a parking garage; what they don’t mention is that the rest of the building is that city’s Civic Center and City Hall: the mayor’s office, council chambers, courtrooms and city offices. This is a natural place to put the public library, just as Santa Cruz Civic Center encompasses City Hall, the Civic Auditorium (also due for renovation) and the library.

Before they demolish the library and slaughter the trees on Lot 4, the city — including the council, if they have the independence, critical intelligence, courage and political will to admit the mistake of the plan to move the library — still has time to accept the idea of leaving the library where it is and, with a well-run campaign to raise the supplementary funds (which they would also need for their new library), build it back bigger and better.



Things To Do in Santa Cruz: Feb. 3-9 COMMUNITY

HIV/AIDS, ACTIVISM, AND THE POLITICS OF PANDEMIC Professor of History and Legal Studies and Interim Associate Dean in the College of Arts, Humanities and Social Sciences at CSUMB, David A. Reichard describes the history of grassroots HIV/AIDS activism—especially in the 1980s and 1990s—and how it illustrates the ways marginalized groups advocating for changes in healthcare access, policy, and resources can shape the course of a pandemic. Audience Q&A will follow. This event is part of Our Community Reads 2021, a program of the Friends of the Aptos Library, in which the community selects a book and then comes together for a series of related events. Our Community Reads 2021 virtual events are hosted online by the Santa Cruz Public Libraries. All events are free and open to the public. Registration is required using the blue “Begin Registration” button found in the section below. Please visit Our Community Reads website page for more information at santacruzpl.libcal.com/event/7437142. Sunday, Feb. 7, 5-6pm.

Things To Do in Santa Cruz: Feb. 17-23 COMMUNITY

STORIES FOR BEDTIME: BLACK HISTORY MONTH AND CRAFT Join us on Facebook or YouTube for Bedtime Stories presented by SCPL Librarian Jackie. On alternating weeks, Jackie will read bedtime stories, sing songs, and chant rhymes for families. New programs will be available every other

Wednesday at 7pm and on the library's YouTube Channel. This week, we celebrate Black History Month with books, songs, activities, and a special craft. Pick up your craft kit during your local Library Grab and Go hours at one of our convenient locations and craft along with Jackie! santacruzpl.libcal.com/event/7381276. Wednesday, Feb. 17, 7-7:30pm.



An interior rendering of what the downtown Santa Cruz library might look like.

(Provided by city of Santa Cruz, rendering by Group 4 Architecture, Research + Planning, Inc.)

Timeline for new Santa Cruz library development revealed, but aspects of big project still in flux

BY [ISABELLA CUETO](#) Article URL: <https://lookout.co/santacruz/civic-life/government/story/2021-02-02/santa-cruz-downtown-library-mixed-use-project-2025>

Plans for the new downtown Santa Cruz library are starting to come together. Here's the latest on the development — and what's coming up next.

FEB 2, 2021 | 12:09 PM | Updated On FEB 2, 2021 At 4:58 PM

Santa Cruz's new downtown library — part of a larger development that includes affordable housing and a parking garage — could be completed as early as 2025, according to a recently released timeline. Construction is scheduled to begin in late 2022 or early 2023 and take two years.

Here's the latest on the project and what's coming up next:

The big picture

After years of back and forth, the Santa Cruz City Council in June approved the new library to replace the 52-year-old library building on Church Street. The new library will anchor a mixed-use development with at least 50 affordable housing units and a 400-space parking garage.

One aim of the project is to make the library a vibrant space used by a broad swath of the community. The new library will expand the amount of public space, devoting more than 30,000 square feet to open areas, conference rooms and other amenities, according to preliminary designs.

In October, council members hired Griffin Structures, a firm with experience designing municipal buildings and libraries, to oversee design of the development. As those plans come together, specific elements of it will go back before the council for discussion and approval.

Library cost



Library construction is being largely funded by “Measure S,” a financing deal approved by 70% of Santa Cruz voters in 2016 that [lets Santa Cruz Public Libraries take out a \\$67 million loan](#) to pay for library construction and upgrades.

The new library will cost between \$25 million and \$35 million, according to [a facilities master plan](#). This cost is for the library only.



A sample rendering of what the new downtown Santa Cruz library could look like. The design of the mixed-use project will be finalized by 2022, according to a recent project timeline. (Provided by city of Santa Cruz, rendering by Group 4 Architecture, Research + Planning, Inc.)

Housing plans and cost

Among the project’s goals is to build more affordable-housing units for people who meet certain income thresholds. The library development, between Cedar, Lincoln and Cathcart streets, would create at least 10 moderate-income units, 20 low-income units, and 20 very-low-income units, according to city staff.

There are still a lot of unknowns about the housing aspect of the project. It hasn’t been determined whether the affordable units would be apartments, condominiums or a mix of both — and the overall number of housing units in the development hasn’t been decided, either.

As a result, there aren’t any definitive cost estimates. The cost of building a single affordable housing unit typically ranges from \$350,000 to \$450,000 per unit, but can inflate to up to \$700,000 per unit in certain projects, according to city estimates.

The city is setting aside \$2 million to \$3 million from its Affordable Housing Trust Fund — a fund developers pay in to in exchange for rights to build for-market units downtown — to help pay for the development, Economic Development Director Bonnie Lipscomb said. Lipscomb also said she believed the project would be a strong contender for funding from state and federal grants, as well as tax credits.

“What’s outstanding is actually the number of units and trying to maximize that,” Lipscomb said. “Those are the areas that we still need to work out, but we’re feeling pretty confident about the funding at this point.”

“The city is very excited to be moving forward the Downtown Library Mixed Use Project,” added project manager Amanda Rotella, “as it puts into practice many of our goals for downtown.”

A key step this year will be hiring a developer to work on the affordable housing component. Seven developers have expressed an interest in working on this portion of the project. That pool will be narrowed so the city has a contractor by the end of the summer, Rotella said.



A preliminary rendering of the children's section of the new downtown library in Santa Cruz. (Provided by city of Santa Cruz, rendering by Group 4 Architecture, Research + Planning, Inc.)

Parking garage

By some estimates, the city will lose 369 — about 10% of its 2,950 — public parking spots in coming years to other developments, so the planned 400-space garage would make up for some of that loss. The garage, which was originally slated to have 600 spaces, remains a controversial part of the development. Some critics argue it takes away space that could be used for more housing. Others say the additional parking goes against the city's eco-friendly future vision because it encourages vehicle traffic.

The parking structure will be paid for using funds from city parking-garage and parking-meter collections. It is estimated to cost between \$20 million and \$26 million, though that could change depending on the design, construction timeline and other factors.

Farmers' market to relocate

The downtown farmers' market, which sets up shop each week on the lot that will become the new library, eventually will relocate to a parking lot at the intersection of Cathcart Street and Front Street.

Re-use of the old library site

Where the current library stands, the city will create something new. What that something is has yet to be determined. The city council has discussed using the site for additional housing, or as a downtown commons, among other ideas.

As of early January, the city had received four "really strong proposals from reputable firms" for how to host community conversations about re-use of the Church Street property, according to city staff. Those pitches are being reviewed, and a three-month-long engagement process will follow before the community-generated ideas go to city council for consideration, Rotella said.

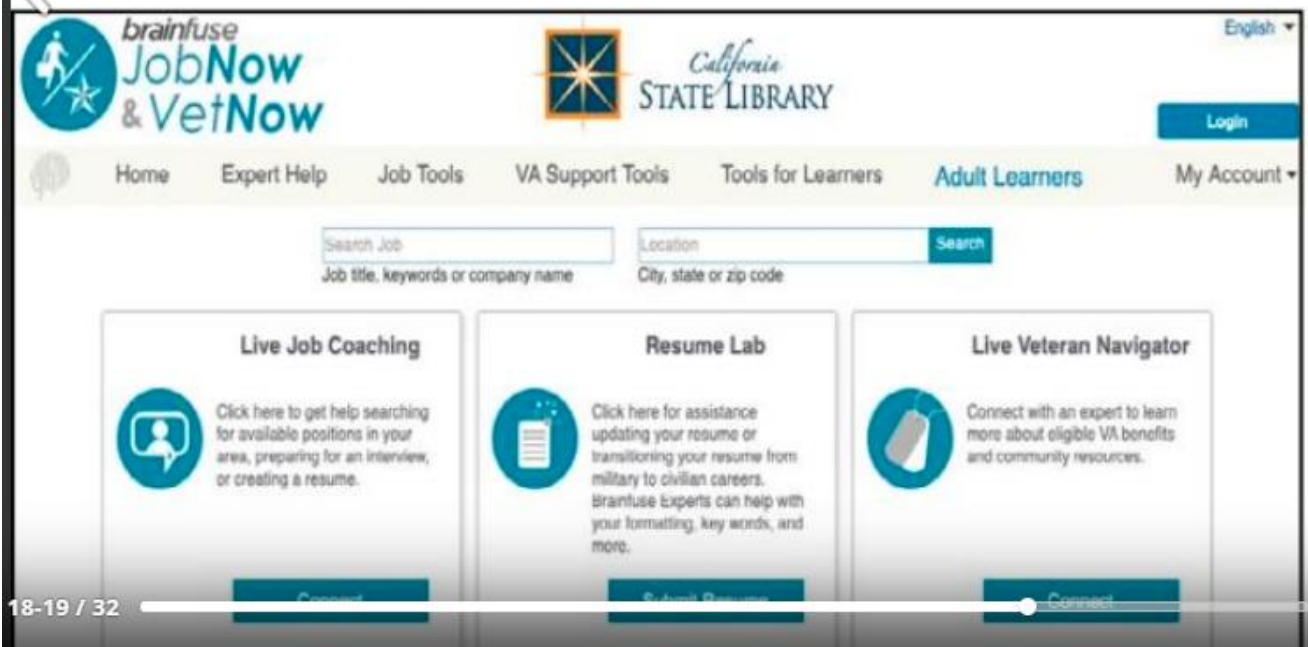
New Job Resource For Veterans

Veterans and their family members have a new resource through the public library. Our Veterans Information Page now includes VetNow at https://www.brainfuse.com/highed/home.asp?a_id=7E7D0F69&ss=2&r=

This tool has many resources for job seekers including: Live Job Coaching, Resume Lab, and a Live Veteran

Navigator. The Live Veteran Navigator connects Veterans with experts on VA benefits, job coaching, and community resources.

To access this resource, use your Santa Cruz Public Libraries Card and pin number. You can find VetNow on our Website at santacruzpl.org. If you need help, call 831-427-7713. ■





Tech for Takeout at Library

The Santa Cruz Public Libraries have created a collection of lendable technology devices that can be checked out with your library card. The collection includes Amazon Fire 7 Tablets, Chromebook laptops, WiFi Hotspots, and Chromebook + Hotspot bundles. The collection became available for checkout Jan. 19.

Library cardholders can visit the catalog or use our mobile app to search for and request any of the devices or the bundle by name. For example, a keyword search for “fire tablet” or “hotspot” will work. Once the devices are on hold at the chosen library branch, they can be picked up at regular Grab & Go lobby service hours.

Borrowers must be 18 years or older, and a lending agreement must be signed. The checkout period is 3 weeks, just like all other library materials. Instructional guides in English and Spanish are available. ■

Reviews

[Yelp](#)

Google My Business

Aptos received a 5 Star Rating with no review on February 8
Downtown received a 5 Star Rating with no review on February 13
Downtown received a 5 Star Rating with no review on February 17
Downtown received a 4 Star Rating with no review on February 19

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



STAFF REPORT

DATE: March 4, 2021
TO: Library Joint Powers Authority Board
FROM: Susan Nemitz, Library Director
RE: Annual Financial Audit for FY 2019-2020

STAFF RECOMMENDATION

Review and accept prepared Annual Financial Audit for FY 19/20

DISCUSSION

Please review attached Annual Financial Audit report for the fiscal year 2019-2020 ending on June 30, 2020.

Reviewed and Forwarded by: Susan Nemitz, Library Director

Please press control+click on the link to access the Financial Audit Report

https://www.santacruzpl.org/files/library_boards/documents/LJPA/LJPA_2021-03-04_financialrpt.pdf



February 10, 2021

To the Board of Director
Santa Cruz Libraries Joint Powers Authority
Santa Cruz, California

We have audited the financial statements of the governmental activities and the general fund of Santa Cruz Libraries Joint Powers Authority (Authority) as of and for the year ended June 30, 2020 and have issued our report thereon dated February 10, 2021. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our letter dated May 50, 2020, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the Authority solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and other firms utilized in the engagement, if applicable, have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices*Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by Authority is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during year. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments. However, there was no significant accounting estimates noted.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. There were no such uncorrected or corrected misstatements.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to [Entity's Name] financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and other firms utilized in the engagement, if applicable, have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices*Significant Accounting Policies*

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



STAFF REPORT

DATE: March 4, 2021
TO: Library Joint Powers Authority Board
FROM: Susan Nemitz, Library Director
RE: Library FY 2022 Budget Planning Issues

RECOMMENDATION

1. Create a committee to recommend a five-year plan for the distribution of Maintenance of Effort contributions by May 15, 2021.
2. Instruct Library staff to submit a budget request in the FY22 budget process that strategically reduces the size of the Library fund balance.
3. Budget the current year estimate for the overhead for the City of Santa Cruz services inflated by 5% for FY22 and instruct the City of Santa Cruz finance staff to complete a cost study during the next year to re-estimate overhead costs for the future.
4. Appoint a subcommittee to determine the JPA's approach for managing the facility maintenance of Library branches. This subcommittee should recommend an organization and funding for both operating and capital maintenance. Findings should be complete by January 1, 2022 to affect the FY23 budget process.
5. Allocate \$400,000 to a SCPL capital facilities fund as a placeholder until a final recommendation is approved for the structure and funding of facility maintenance. Approve carryforward authority for this fund because of the high cost and multiyear nature of capital projects.

DISCUSSION

The Santa Cruz Public Libraries, under the auspices of the City of Santa Cruz, is beginning its FY 2022 budget planning process.

Several outstanding issues must be resolved in order to develop a forecast of revenue and expenditures for FY 2022. SCPL will have all ten branches operating in FY 2023, giving the organization a planning window to reach its operational and staffing goals.

1. Maintenance of Effort Negotiations

The Second Amendment to the Library Financing Authority outlines a five-year plan for the Maintenance of Effort Contributions of the City of Santa Cruz, City of Watsonville and County Library Fund. Under the plan, the City of Santa Cruz allocations to SCPL grew by \$70,000 annually while the County Library Fund remained flat. Through this fiscal year, excess funds in the Library fund have been used for physical improvements to County, City of Capitola and City of Scott's Valley branches. This plan ends on June 30, 2021.

In the next fiscal year, the Library Fund is forecasted to generate \$2 million more (annually) than is currently being allocated to the Santa Cruz Public Libraries and the Watsonville Public Library. The release of these funds would likely require an annual match by the City of Santa Cruz of over \$300,000. A new Maintenance of Effort agreement will likely produce over \$2 million annually to fund the many ongoing needs of the Santa Cruz Public Libraries. The Library needs the approval of these funds to document the structural soundness of their financial plans and to allow appropriate planning for future staffing, hours and facilities maintenance. The City of Santa Cruz needs this for future planning as well.

Library staff requests that the Joint Powers Board create a committee to draft a five-year plan for the distribution of Maintenance of Effort contributions by May 15, 2021.

2. Approach to Budgeted Reserves and Fund Balances

The Joint Powers Authority requires a reserve fund equal to 20% of estimated revenue. In 2021, the Board held \$2.8 million. In addition, fund balances continue to be large, regularly reaching an additional \$1-\$2 million.

Library staff requests permission to submit a budget request in the FY22 budget process that strategically reduces the size of the Library Fund balance.

3. Determination of the City of Santa Cruz Overhead Charge

The Santa Cruz Public Libraries currently pay the City of Santa Cruz \$485,000 for financial and human resources overhead costs. The figure was originally based upon a cost accounting study and has since been inflated by 5% annually. The City has recently hired Kim Krause as the new Finance Director. She has agreed to complete a cost study in the next fiscal year.

Library staff recommends that the FY22 budget estimate for overhead be the current year estimate inflated by 5% and that the City of Santa Cruz finance staff be instructed to complete a cost study during the next year to re-estimate overhead costs in the future.

4. Operating and Capital Maintenance of Facilities

SCPL has lacked an infrastructure and funding to address the maintenance of buildings. The Cities of Scotts Valley and Capitola have traditionally provided operating maintenance to their respective branches but long term was deferred across the system. On May 17, 2017, the Library proposed definitions of maintenance to the JPA, but no action was taken. On June 7, 2018, the JPA approved \$100,000 for facilities maintenance (one-time). On June 27, 2019, the JPA approved a stepped plan to increase the Library's capital maintenance budget to \$400,000 annually (by providing \$50,000 each year over 5 years).

Library staff recommends the appointment of a subcommittee to determine the JPA's approach for managing the facility maintenance of Library facilities. This subcommittee needs to determine the organization and funding for both operating and capital maintenance. Findings need to be complete by January 1, 2022 to affect the FY23 budget process.

The Library staff recommends allocating \$400,000 to a capital facilities fund until a final recommendation is approved. This fund will need to have carryforward authority because of the high cost and multiyear nature of capital projects.