

LIBRARY JOINT POWERS AUTHORITY BOARD

Monday November 2, 2015
Downtown Branch Meeting Room
224 Church Street, Santa Cruz, CA 95060

6:30 PM PUBLIC MEETING

The Board reserves the right to take action on any item included on this agenda.

1. ROLL CALL
2. APPROVE AGENDA OF NOVEMBER 2, 2015
3. ORAL COMMUNICATIONS
4. STAFF RECOGNITION (PG.3)
5. FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES REPORT
6. MEMBER REPORTS
7. INTERIM LIBRARY DIRECTOR REPORT
8. CONSENT AGENDA
 - A. Approve Minutes of October 15, 2015 meeting (PG.4-8)
 - B. Approve Minutes of October 22, 2015 Joint Study Session (PG.9-10)
 - C. Receive Monthly Narrative Report for October 2015 (PG.11-16)
 - D. Receive Monthly Performance Measures for September 2015 (PG.17-18)
 - E. Receive monthly financial snapshot for September 2015 (handout at the meeting)

9. STAFF REPORTS

- A. Approve scope of work and resolution to fund a contract with TBWB Strategies (PG.19-21)
- B. Approve agreements with new Bond Counsel and Financial Advisor and receive updated timeline (PG.22-29)

10. OTHER BUSINESS

11. WRITTEN COMMUNICATIONS

- A. Security Incidents Log (PG.30-35)
- B. Articles about Santa Cruz Libraries (PG.36-40)

12. BOARD MEETING CALENDAR

The Board will consider its current meeting schedule and may revise it as necessary.

13. NEXT MEETING

The next regularly scheduled meeting is Monday, December 7, 2015 at 6:30 pm at the Scotts Valley Branch Library.

14. ADJOURN

The Library Joint Powers Authority Board will adjourn from the regular meeting of November 2, 2015 to its next regular meeting of December 7, 2015 at the Scotts Valley Branch Library Fireside Room at 6:30 pm.

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 427-7706 at least five days in advance so that we can arrange for such special assistance, or email library_admin@santacruzpl.org.

STAFF REPORT

DATE: November 2, 2015
TO: Library Joint Powers Board
FROM: SCPL Recognition Committee
CC: FSCPL
RE: Staff Recognition Monthly Report

SUMMARY

The Library has instituted a way to recognize staff formally and on an on-going basis. The committee will be recognizing these individuals monthly in a report to the LJPB.

MISSION

Staff are our most valuable resource and as such, are deserving of ongoing recognition to feel connected and to keep morale high. The Staff Recognition Committee is charged with developing ways to accomplish this purpose.

NOMINATIONS

Library IT Team

I would like to nominate the entire Library IT team: Ann has created a completely new set-up for the Board proceedings on the SCPL website, Jessie has re-done all the Google calendars, Fish and David-Eric have been so helpful in working on Video uploads, and there is so much more. The entire team is always willing to listen, trouble-shoot and wonderfully patient. Thank you all!! (H.Smith)

SANTA CRUZ PUBLIC LIBRARIES
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD

MINUTES

Downtown Branch Meeting Room
224 Church Street, Santa Cruz, CA 95060

October 15, 2015

6:30 PM PUBLIC MEETING

1. ROLL CALL

Present: Supervisor Bruce McPherson, Councilmember Pamela Comstock (Alternate for Councilmember David Terrazas), Councilmember Jacques Bertrand (Alternate for Councilmember Michael Termini, Citizen Member Sean Campbell, Citizen Member Jim Mosher

Absent until 6:52 pm: Councilmember Cynthia Mathews

Absent: Citizen Member Martha Dexter

Staff: Marcus Pimentel, Finance Director; Janis O'Driscoll, Interim Library Director

2. APPROVAL OF MEETING AGENDA OF OCTOBER 15, 2015

Councilmember Reed moved, seconded by Citizen Member Mosher

That the Board approve the Agenda of October 15, 2015.

UNAN

Absent: Mathews, Dexter

3. ORAL COMMUNICATIONS

None

4. STAFF RECOGNITION

5. FRIENDS OF THE SANTA CRUZ PUBLIC LIBRARIES REPORT

Recently, FSCPL...

- Mailed the Fall newsletter
- Tabled with SCPL at Open Streets

FSCPL plans include...

- Ask frequent library card holders to consider donating to the Friends
- Fall Book Sale on October 23rd (members only) and 24th (open to the public)
We will have tasty food and live music on the 24th!
- Mail our New Year's Eve Gala invitations, and use that as a basis for our end of year campaign
- Recruit new board members
- The Felton Friends are holding a Community Celebration on November 7th at the Felton Fire House

6. MEMBER REPORTS

None

7. CONSENT AGENDA

Supervisor McPherson moved, seconded by Councilmember Bertrand

That the Board approve the following Consent Agenda of September 14, 2015

- A. Approve Minutes of September 14, 2015**
- B. Receive Monthly Narrative Report for September 2015**
- C. Receive Monthly Performance Measures for August 2015**
- D. Receive Monthly Financial Snapshot for August 2015**

UNAN

Absent: Mathews, Dexter

Abstain from minutes: Bertrand, Friend

8. STAFF REPORTS

- A. Award Contract for Baker & Taylor (Sole Source Vendor)

Councilmember Comstock moved, seconded by Supervisor McPherson

That the Board award the contract to Baker & Taylor.

UNAN
Absent: Mathews, Dexter

- B. Award Contract for Midwest Tape (Sole Source Vendor)

Supervisor McPherson moved, seconded by Citizen Member Mosher

That the Board award the contract to Midwest Tape

UNAN
Absent: Mathews, Dexter

- C. Professional Service Contract Amendments for LFFA polling and tax structure services.

Councilmember Mathews moved, seconded by Supervisor McPherson

That the Board authorize the Library Director to execute agreements with Gene Bregman and Associates in the amount of \$20,000 to cover existing work and complete polling to support a potential 2016 facilities master plan tax measure.

UNAN
Absent: Dexter

- D. Amend the FY 15/16 Budget in order to fund professional services contract amendments with NBS

Supervisor Friend moved, seconded by Supervisor McPherson

That the Board authorize to amend the FY 15/16 budget in the amount of \$38,000 in order to fund professional services contract amendments with NBS (Resolution #2015-014)

**UNAN
Absent: Dexter**

- E. Direction to LFFA JPA agreement amendment #01 to Section 2 for bond proceeds distribution to member agencies

Supervisor Friend moved, seconded by Councilmember Mathews

Providing that the measure generates \$62 million in net proceeds, the JPA supports "Option 11: the Jurisdictional Allocation Model", with the following additional direction:

-That the LFFA will work to allocate additional bond proceeds for the Downtown Branch should the poll results determine public support at a higher overall level of funding possible.

-That the Library Director consider options to continue library services during the renovation of branches, particularly the development of a plan for the Downtown Branch and Downtown Branch library collections.

-That the JPA consider the use of other funds as may be appropriate to provide support for the facility improvements at the Downtown Branch.

**UNAN
Absent: Dexter**

9. OTHER BUSINESS

- A. Accept grant monies for the purchase of Spanish language materials form the Pacific Library Partnership supporting Spanish Storytime (Resolution #2105-013)

Councilmember Comstock moved, seconded by Citizen Member Campbell

That the Board accept the grant from the Pacific Library Partnership in the amount of \$2,000 for the purchase of Spanish language materials and that it amend the FY 15/16 budget. (Resolution #2015-013)

**UNAN
Absent: Dexter**

B. Workers' Compensation oral update

Interim Library Director Janis O'Driscoll gave an informative overview of the Workers' Compensation chart and explained basic terms. The Library's workers' compensation claims are reduced significantly due to better training and improvements in the workplace.

11. WRITTEN COMMUNICATIONS

- A. Website Statistics September 2015
- B. Security Incidents Log
- C. Articles about Santa Cruz Libraries
- D. Library Sales Tax and Property Tax Revenue Update

12. BOARD MEETING CALENDAR

13. NEXT MEETING

The Library Joint Powers Authority Board will adjourn from the Regular Meeting of Monday, October 15, 2015 to a Joint Study Session on Thursday, October 22, 2015 at 1:00 pm at the Aptos Branch Meeting Room.

14. ADJOURN

The regular meeting adjourned at 7:25 p.m.

Respectfully submitted,

Helga Smith, Clerk of the Board

All documents referred to in these minutes are available in the Library Office.

SANTA CRUZ PUBLIC LIBRARIES
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD (LJPB)
LIBRARIES FACILITIES FINANCING AUTHORITY (LFFA)

MINUTES

Aptos Branch Meeting Room
7695 Soquel Drive, Aptos, CA 95003

Joint Study Session

October 22, 2015

1:00 PM PUBLIC MEETING (VIDEO RECORDING AVAILABLE)

1. ROLL CALL

Present: Supervisor Zach Friend, Supervisor Bruce McPherson, Councilmember Cynthia Mathews, Councilmember Jim Reed (remote connected), Councilmember Michael Termini, Citizen Member Sean Campbell, Citizen Member Martha Dexter, Director Steve Ando, Director Martin Bernal, Director Jamie Goldstein, Director Carlos Palacio (Alternate for Director Susan Mauriello)

Absent: Councilmember David Terrazas, Citizen Member Jim Mosher

Staff: Janis O'Driscoll, Interim Library Director

2. APPROVAL OF MEETING AGENDA OF OCTOBER 22, 2015

Councilmember Mathews moved, seconded by Citizen Member Campbell

That the Board approve the Agenda of October 22, 2015.

UNAN

Absent: Terrazas, Mosher

3. ORAL COMMUNICATIONS

None

4. RECEIVE POLLING RESULTS FROM GENE BREGMAN

Gene Bregman presented the results of the most recent poll. The Board members discussed the results and the majority of the Board members advocated going forward with a strong campaign. Further discussion and any future actions shall be taken to the respective Boards.

NO ACTION WAS TAKEN

5. BOARD MEETING CALENDAR

6. NEXT MEETING

The Library Joint Powers Authority Board (LJPB) will adjourn from the Study Session of October 22, 2015 to the Regular Meeting of November 2, 2015 at 6:30pm at the Downtown Branch Library Meeting Room. The Libraries Facilities Financing Authority (LFFA) will adjourn from the Study Session of October 22, 2015 to the Regular Meeting of November 9, 2015 at 9:00 am at the Downtown Branch Library Meeting Room.

7. ADJOURN

The regular meeting adjourned at 2:21 p.m.

Respectfully submitted,

Helga Smith, Clerk of the Board

All documents referred to in these minutes are available in the Library Office.

MONTHLY REPORT FOR OCTOBER 2015

Please report what happened in your division according to where it fits within the strategic plan. If something does not fit within a specific objective, then just put it under the main heading. If it doesn't fit anywhere - let's think twice about doing it again.

1. READING, LISTENING AND VIEWING FOR PLEASURE

A. Children in Santa Cruz County will enter school ready to read, write, listen and learn.

Storytime numbers are holding steady at the Downtown branch.

Brenda McIlroy continues to provide the children and families of Capitola and Scotts Valley a fun and educational Storytime experience.

B. All ages will have materials, programs and displays that reflect current community interests and provide pleasurable reading, viewing and listening experiences that help them reach their personal literacy goals.

The LEGOS program at Garfield Park is going strong. Participants are making Halloween themed dioramas this month. Works in progress can be viewed in the display cabinet at the branch. Attendance at the Boulder Creek LEGOS program has been bolstered by boys from the Community Center. Girls are otherwise occupied at a program especially for them at the Center. The 7 week LEGO Simple Machines 2 series has started at La Selva Beach on Saturdays through December 12.

B40's crack display team created Banned Books, Halloween and Day of the Dead book displays. They also got a jump on Thanksgiving. B40 aide Tania, made great (and huge) posters for Halloween

C. People of all ages will have friendly support and intuitive access to the materials and resources they want.

2. LIFELONG LEARNING

A. People will have access to a relevant collection of resources in diverse formats for all ages.

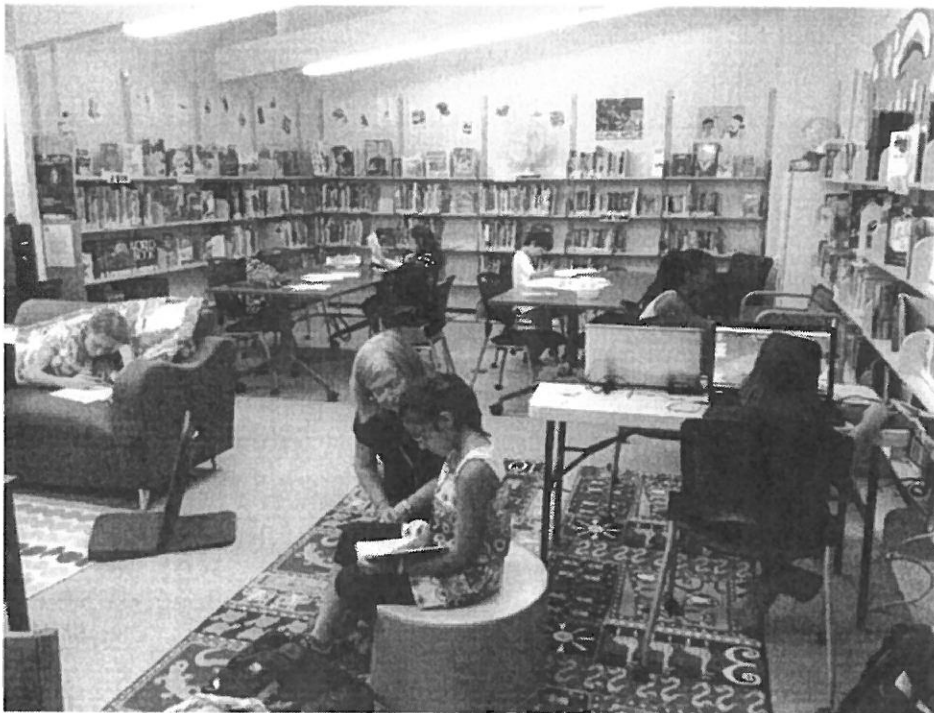
Toddler Time programs are very popular at the 6 branches that host them. Families enjoy the opportunity to play in a safe and friendly environment. Parents and caregivers get to know others with children the same age as their children, and all in attendance enjoy songs, stories, and action.

Heather Norquist received a travel grant from the Trade Commission of Spain to attend the LIBER book fair in Madrid. She purchased over 100 Spanish language titles published within the last year for our collections.

Reference team members have been making use of Total Boox, a new e-book platform for which SCPL is a part of a trial run, to bolster print collections, particularly for technical and educational requests. Patrons have been gratified to find some esoteric material for which they'd otherwise have to hope for an interlibrary loan. Total Boox is still in development; we hope that our users' feedback will help it become a robust resource.

- a. **Library users will have access to innovative and successful programming which reflects the cultural, educational and informational needs of the diverse communities served by SCPL and which will help learners of all ages to achieve their goals.**

Homework Help returned to Downtown, Scotts Valley, La Selva Beach, Garfield Park, and Boulder Creek this month. In addition there is a new program at Downtown and La Selva Beach designed to increase reading comprehension. READ (Reach for Every Amazing Detail) offers 30 minutes of individual instruction from a California credentialed teacher. Students must sign up in advance for their 30 minute session. Local papers in Scotts Valley and Aptos had nice articles about READ.



Homework Help at the La Selva Beach library.

A new Teen Book Discussion group has started meeting at Felton twice a month.

Felton staff puts out Family Craft activities on Tuesday and Wednesday afternoons. Tales to Tails is there on Wednesday as well.

Capitola continues to offer a weekly Family Craft program on Friday afternoons. Kids of all ages (adults included) enjoy the opportunity to be creative!

Minecraft started at Downtown Garfield Park, Aptos, and La Selva Beach. Space is limited but there is still room at many of the branches.

The Scotts Valley Lego Club meets twice a week on Tuesday afternoons, guidance is provided by an enthusiastic volunteer, Steve. This program is popular with both the boys and girls who visit the branch after school.

“Step into Nature with Patrice Vecchione” was the theme of an author workshop presented at Scotts Valley on October 3. As well as listening to captivating stories from Patrice, attendees were encouraged to create their own personal journals to take home. The three hour workshop was funded by the Scotts Valley Chapter of the Friends of the Library.

C. People will have access to innovative technology and the tools necessary to find, evaluate and use information and resources to meet their learning needs.

“Whitey” one of the 3Dprinters owned by SCPL visited the Scotts Valley branch for a pop up demonstration of how a 3D printer works. Jenn H of the Reference Team provided the story behind the printer and its functions and created various objects for patrons to take home. The most popular were small black bats to celebrate Halloween and small tools used in Minecraft.

3. COMMUNITY CONNECTIONS

A. The library will initiate and nurture partnerships with the public, private and nonprofit sectors in Santa Cruz County for the mutual benefit of the partners, the library and the community.

Felton hosted the parent group Uniquely Beautiful and Beautifully Unique Parenting Kids on the Spectrum. They will be meeting monthly at the Felton Branch.

Reference team members conducted more than a dozen class visits both in-house and at area schools (including 45 kindergarteners at Garfield Park). Many students were registered for new library cards; others had outdated information updated; and students and teachers learned more about the many databases SCPL offers to learners of all ages.

Reference and programs staff spent a day at Harbor High, showing four classes (mostly English learners) digital resources relevant to what they are doing in their classrooms. About a 60 kids got new library cards.

B. People will strengthen their ties with each other, the community and the library.

The Library welcomed over 300 people to its booth at Open Streets. Kids made bike Jellies to decorate their bikes and trikes and watch the tentacles fly in the breeze. Staff also gave out 90 rack cards associated with children's programs and 30 associated with adult materials or programming for a total of 120 handouts about library information.

The Library participated in the Local History Fair at UC Santa Cruz. Kids made paper wreaths for fall and colored pages depicting the native Ohlone dress and food. Adults learned about local history resources at the library, and were invited to submit their own local history photographs to the Snapshot Stories program.

The Library participated in the UC Santa Cruz 50th Anniversary Parade.

Capitola's new book discussion group for adults had its inaugural meeting on Oct. 7th. We had a wonderful response to our request for sign ups, great attendance, and a great first meeting. The group will continue to meet on the first Wed. of every month from 9:30-10:30am. A big thank you to staff members Brenda McIlroy and Chantel Van Pelt for developing and facilitating the group and special recognition and appreciation to Julie Richardson for providing her expertise for a successful debut.

Another veteran interview was added to the Veterans History Project, and 4 more interviews are scheduled to take place in November and December.

C. The community will recognize the value of SCPL in improving their lives and will recognize SCPL as an asset to their community.

Reference team members continued to offer one-on-one ebook and audio training to patrons, all of whom expressed gratitude for this personalized service.

The library system as a whole received a favorable review on YELP dated October 27, 2015. The reviewer said:

I don't think people realize how blessed we are to have the Santa Cruz library system and staff. I've always been treated so well and the libraries I frequent - downtown, Aptos, La Selva - have always exceeded my expectations. I wish all companies in Santa Cruz were run this way. Thoroughly impressed! Big thank you to all of you at the libraries:)

D. Volunteers will be used effectively.

The volunteer office placed six new volunteers in September and six in October. New volunteers are assisting in many library branches in a wide variety of assignments: Tales to Tails, Adopt a Shelf, Toddler Time, and Telecuentos.

In October the volunteer staff participated in Pacific Collegiate School's Community Service Fair and spoke to approximately 90 students about volunteer opportunities at SCPL. So far we've only heard back from one interested student but we expect that number to increase as we get closer to the end of the school year!

We also matched two patrons with volunteer Book Buddies and now have 13 volunteers delivering library materials to 19 homebound patrons.

Volunteers donated a total of 962 hours of service to the Library in September, an 18% increase over the same month last year.

A new high school volunteer joined the Tales to Tails team at the La Selva Beach library.

New Adopt-a-shelf volunteers at Scotts Valley include a mother/daughter team who are working with the Juvenile Fiction collection.

4. WELCOMING PLACE

A. Identify the physical changes and funding required to provide 21st-century library facilities.

B40's front door was re-keyed so now our master keys work on it.

Building Maintenance has been landscaping & cleaning up at B40. We will have horticultural students from Cabrillo creating a new, drought-tolerant landscaping for the front of the building.

B. The virtual branch meets the definition of a welcoming place.

C. People receive service at the level they need and want.

5. FINANCIAL SUSTAINABILITY

A. The library system maintains a healthy and stable financial position.

B. There is adequate, stable and diverse funding to finance ongoing operations, key strategic initiatives and capital projects.

C. Services of a defined level and quality are consistently delivered based on revenue projections and supportive organizational and operating structure.

C. The library operates efficiently and focuses on continual improvement.

6. ORGANIZATIONAL READINESS

A. Staff receives adequate training to do their jobs effectively.

The manager of the library's IT Department, Lynne Sansevero met with staff from Scotts Valley to discuss upcoming technological advancements and changes at the library.

B. SCPL is committed to developing current library staff to become tomorrow's library leaders.

C. Employees have the skills to execute change and are committed to change and continual improvement.

The Reviewers met after a brief hiatus to discuss new ways of connecting our community of readers with SCPL's collections—and with each other. Several participants are working on using the Library's social media as a forum for avid readers and listeners.

The TouchTEAM program was highlighted on the The Digital Shift, a virtual conference produced by the Library Journal. Debby Dodds, gerontologist and creator of the TouchTEAM program and Scotts Valley staff member, Linda Gault described the program to over 5,000 people signed up for the online event.

At least 30 staff members joined Reference staff who provided information about the veterans History Project on Staff Day. Several staff members who are themselves veterans expressed interest in being interviewed. According to one of the presenters, "it was a meaningful and powerful experience."

D. A customer-driven service philosophy guides staff training and development.

Several library staff members attended "**Dealing with Communication Challenges at the Public Counter**", a class presented by retired City of Santa Cruz Deputy Chief of Police Patricia Sapone.

B40 staff is training a new floating aide, Lauren Kern.

MONTHLY PERFORMANCE MEASURES SEPTEMBER 2015

ON-SITE USAGE

SELF CHECK	Sep-14	Sep-15	% Change
Aptos	82%	79%	-4%
Boulder Creek	80%	83%	4%
Branciforte	87%	87%	-1%
Capitola	74%	73%	-1%
Downtown	72%	71%	-2%
Felton	75%	71%	-6%
Garfield Park	58%	61%	6%
La Selva Beach	69%	58%	-16%
Live Oak	81%	78%	-4%
Scotts Valley	82%	80%	-2%
OVERALL- % Circ that is self check (does not include online renewals)	74%	73%	-1%

Does not include online renewals

VISITORS PER OPEN HOUR	Sep-14	Sep-15	% Change
Aptos	56	58	4%
Boulder Creek	20	23	11%
Branciforte	59	62	5%
Capitola	34	31	-7%
Downtown	138	131	-5%
Felton	15	16	8%
Garfield Park	28	31	10%
La Selva Beach	24	21	-13%
Live Oak	60	60	0%
Scotts Valley	76	80	6%
OVERALL	59	57	-4%

Measures number of visitors to the branch per open hour.

STAFF WORKLOAD

BUSYNESS	Sep-14	Sep-15	% Change
Aptos	6,067	6,124	1%
Boulder Creek	3,663	3,525	-4%
Branciforte	2,957	3,206	8%
Capitola	5,300	6,000	13%
Downtown	3,294	3,360	2%
Felton	3,539	4,160	18%
Garfield Park	3,437	4,040	18%
La Selva Beach	2,030	2,761	36%
Live Oak	2,861	3,058	7%
Scotts Valley	4,211	4,420	5%
OVERALL	3,736	4,065	9%

Measures (number of physical checkouts + number of received items+ number holds handled + number of questions answered)/FTE

Note: not included: online transactions or self checks and questions answered are based on one typical week per quarter

NOTE: Statistics for July 2014-September 2015 have been updated with typical weeks numbers.

MONTHLY PERFORMANCE MEASURES SEPTEMBER 2015

SYSTEM MEASUREMENTS

FINES & FEES	Sep-14	Sep-15	% Change
Paid at Desk	\$ 15,938	\$ 10,808	-32%
Paid at Kiosk	\$ 2,886	\$ 6,687	132%
Paid online	\$ -	\$ -	na
TOTAL	\$ 18,824	\$ 17,495	-7%
% Paid at Desk	85%	62%	-23%
% Paid at Kiosk	15%	38%	23%
%Paid online	0%	0%	0%
% Paid by credit/debit card	13%	35%	22%

PROGRAMMING	Sep-14	Sep-15	% Change
Number of programs held	124	169	36%
Number of attendees	2,191	3161	44%
Average # attendees/program	18	19	6%

USE OF SYSTEM RESOURCES	Sep-14	Sep-15	% Change
VIRTUAL ACCESS			
E-books & magazines	9,028	6,961	-23%
Downloadable audio & music	3,007	4,819	60%
Downloadable & Streaming Video	852	668	-22%
Pageviews	511,493	493,075	-4%
Online renewals	41,083	39,614	-4%
Total virtual access	565,658	545,137	-4%
PHYSICAL CHECKOUTS			
Staff assisted + self check	107,918	103,973	-4%
CHECKOUTS			
% Physical checkouts	67%	67%	0%
% Virtual checkouts	33%	33%	0%
Circulation per capita	0.80	0.70	

Virtual access: Does not include database usage which will be reported quarterly due to availability of data.

Ematerials do not include Soundswell, or the Gale Virtual Travel collection as download data is

not currently available. (online renewals is an estimate based on past experience). Includes Boopsie

Physical Checkouts: physical items checked out at desk or at self check, includes in-house renewals

Virtual checkout: virtual access not including total pageviews

Capita: based on State Library data

For FY13/14 staff assisted =monthly stat report minus 41,667 (est online renewals)

STAFF REPORT

DATE: 29 October 2015

TO: Library Joint Powers Board

FROM: Janis O'Driscoll, Interim Library Director

RE: Request Ballot Measure Advice from TBWB Strategies

RECOMMENDATION: Provide direction to the Interim Library Director to request that the consulting firm, TBWB Strategies, review and analyze survey questions, polling data and special tax modeling on a proposed measure for Library facilities improvements and make recommendations on framing and preparing the ballot measure at a cost not to exceed \$20,000; and that the Board approves a resolution appropriating funds and amending the FY 2016 budget in the amount of \$20,000 from the Library Fund's available fund balance.

BACKGROUND

At the October 22, 2015 Joint Study Session of the Library Joint Powers Board (LJPB) and the Libraries Facilities Financing Authority (LFFA), Gene Bregman presented the results of the October 2015 poll of a sampling of registered voters related to a proposed parcel tax for Library facilities improvements. The Board members discussed the results and the majority advocated going forward with a strong campaign.

Following this meeting, the County proposed engaging the services of TBWB Strategies, "a consulting firm specializing in public finance ballot measures supporting programs, services, and facilities," to review and analyze the survey questions, polling data and special tax modeling and make related recommendations.

DISCUSSION

NBS is researching Viable Funding Options for the Santa Cruz Public Libraries (SCPL) in order to provide a Rate and Method of Apportionment (RMA) for the proposed tax measure. Gene Bregman & Associates conducted polls for SCPL on the Need for Money to Repair, Maintain, and Modernize Local Library Facilities in August 2013, April 2014, December 2014 and October 2015.

It is proposed that TBWB Strategies review the data that has been gathered using its knowledge of Santa Cruz County to make recommendations on framing and preparing the ballot measure. Because our timeline to finalize a measure and launch a campaign is very short, it is imperative that the Library work with a firm that is immediately available to offer their services and has local knowledge and experience. The cost to provide these services will not exceed \$20,000.

TBWB Strategies, based in San Francisco, specializes in public finance measures and has experience in over 200 successful local funding measures for all types of public agencies. TBWB has worked on many successful campaigns in Santa Cruz County. Two of the most recent efforts in which TBWB was involved include the Pajaro Unified School District bond measure and the public safety sales tax for the City of Watsonville.



**RESOLUTION OF THE
SANTA CRUZ LIBRARY JOINT POWERS AUTHORITY BOARD
AMENDING THE BUDGET FOR THE FISCAL YEAR 2015-2016**

WHEREAS, the Library Joint Powers Authority Board directed the creation of the Library Facilities Financing Authority JPA (LFFA);

WHEREAS, the LFFA purpose was to provide resources for completion of the Library Facilities Master Plan through the issuance of a bond and creation of a potential tax measure;

WHEREAS, the Library Joint Powers Authority Board and the LFFA are working towards a potential 2016 ballot measure to consider adoption of the tax measure to fund the annual debt service required to support a bond issue;

WHEREAS, the Library Joint Powers Authority Board and the LFFA have discussed the results of a recent poll and the majority advocated going forward with a strong campaign;

WHEREAS, the Library Joint Powers Authority Board and LFFA will need a consulting firm specializing in public finance ballot measures supporting programs, services and facilities to review and analyze the survey questions, polling data and special tax modeling and make related recommendations;

NOW THEREFORE, be it resolved by the Library Joint Powers Authority Board that it appropriate \$20,000.00 from existing fund balance and amend the FY 15/16 Budget in order to fund a professional services contract with TBWB Strategies.

PASSED AND ADOPTED this 2nd day of November 2015 by the following votes:

AYES: Board Member(s):

NOES: Board Member(s):

ABSENT: Board Member(s):

DISQUALIFIED: Board Member(s):

APPROVED

ATTEST

Chair

Board Clerk

STAFF REPORT

AGENDA: October 29, 2015

DATE: November 2, 2015

TO: Library Joint Powers Board

FROM: Marcus Pimentel, Finance Director, LFFA Interim Executive Director

SUBJECT: Professional Service contracts for Library Facilities Financing Authority JPA (LFFA) (1) Bond Counsel and (2) Financial Services related to Communities Facilities District (CFD) and bond issuances.

RECOMMENDATION

That the Board motions to authorize the Library Director to execute agreements in a form approved by the Joint Powers Board legal counsel and Executive Director with: Jones Hall for a not to exceed maximum amount of \$8,000 for legal services related to the formation of the CFD and an estimated, contingent 1.10% of Bond Issuance (funded from the Bond Issue); and with Harrell & Company Advisors, LLC for a maximum not to exceed amount of \$65,000.

That the Board approves a resolution appropriating funds and amending the FY 2016 budget in the amount of \$13,000 from the Library Fund's available fund balance for the portion of these contracts not funded through the potential bond issuance.

BACKGROUND

The Santa Cruz Public Library JPA (SCPL) directed the formation of the LFFA and executed the related agreement (JPA) on December 18, 2014. The LFFA was created to fund public library improvements as identified in the Facilities Master Plan.

To move forward with a potential ballot measure and ultimate bond issue to fund library improvements, the LFFA is required to contract with Bond Counsel and will require an independent Financial Advisor to form the CFD, conduct related actions to place a measure on the June 7, 2016 ballot and to prepare for and issue bonds following a successful ballot measure. The lone remaining contract for Bond Disclosure Counsel is still pending and will be brought forward as an addendum to this report for this meeting; or separately at a subsequent board meeting.

The LFFA is continuing forward with an acceptable timeline (version 7 attached) to place a measure on the June 7, 2016 ballot. Previously, this board has approved supporting contracts for 2 of the 6 identified resource partners to complete this action: Gene Bregman and Associates to conduct updated polling; and NBS to update the tax rate model and complete the Rate and Method of Apportionment report. If approved, this action will formally bring on board a Financial Advisor and Bond Counsel to work towards the CFD formation and ultimately the bond issue. The final two partners currently identified are Bond Disclosure Counsel (under

active negotiation and is expected to be fully funded through the bond issue) and a specialized firm to support the ballot measure (see proposal related to TBWB Strategies within this November 2, 2015 agenda packet).

As additional information, and as repeated in the Board's October 15, 2015 agenda packet, there is still pending a future contract amendment for NBS to do the necessary research to build into a rate and method of apportionment model precise unit counts for multi-family residential units. Given the priority of work NBS was assigned to meet the upcoming November 9, 2015 LFFA meeting, this action is likely to come to this board at its December 2015 meeting.

DISCUSSION

Per the recommendation of the LFFA's Interim Executive Director, staff recommends acceptance and approval of both of these firm's proposals attached.

Jones Hall was selected as Bond Counsel following issuance of an RFP (dated 9/01/15) where it received the highest rating from the Bond Counsel Rating committee (consisting of representatives from each member agency of the LFFA). Staff has recently finished successful negotiation of its proposed rate structure at an amount that is well within market norms for a bond issue and overall likely lower than it would be otherwise for such a complex, unique financing structure and process. In addition to Jones Hall's overall favorable rate, they have agreed to return their fees related to CFD formation back to the Library should a bond measure be successfully issued (which would provide a direct savings to the Library of \$8,000). Furthermore, Jones Hall has been providing pro-bono legal counseling about CFD formation and an ultimate bond issue since 2013 to the Library JPA.

Harrell & Company Advisors, LLC was selected as a sole source professional resource primarily based on their unique position of having worked directly and indirectly with all the member agencies of the LFFA, with the like Santa Cruz Regional 9-1-1- center JPA on a recent bond issue, and more specifically with formation of a recent CFD and bond issues for the County of Santa Cruz. They have a long, successful and respected track record and were recommended highly by the County of Santa Cruz's Auditor/Controller and County of Santa Cruz's Administrator's office. And they too have recently been providing County staff and the LFFA pro-bono guidance and support on CFD formation, Rate and Method of Apportionment and ultimate bond issue.

Prepared by:
Marcus Pimentel
Finance Director
LFFA Interim Executive Director

ATTACHMENTS:

Jones Hall Proposal (to be provided)
Harrell & Company Advisors, LLC (10/27/15)
SCPL; LFFA and related agencies "Schedule of Key Dates" (version 7; 10/21/15)

Compensation Proposal Santa Cruz Library Project

CFD Formation and Election Proceedings

For legal services in connection with the formation of a Community Facilities District (CFD) and in connection with calling and conducting an election to approve the special tax levy and the issuance of bonds, we propose the following schedule of compensation which represents our best estimate of our costs on a time and materials basis:

- \$4,000 upon adoption of the Resolution of Intention to form the CFD,
- \$2,000 upon adoption of the Resolution of Formation for the CFD, and
- \$4,000 following the registered voter election for the CFD (whether or not the election is successful).

Bond Issuance Proceedings

If the election is successful and bonds are issued, we propose charging for our services as Bond Counsel to the Authority, in accordance with the following percentage schedule:

- 1.10% of the principal amount of bonds up to \$2 million; inclusive of fees related to legal services in connection with the formation of a CFD

Disclosure Counsel

In the event the Authority chooses to engage our services as Disclosure Counsel for any reason, we would propose charging a flat fee of \$40,000. We understand that the Authority intends to engage another firm as Disclosure Counsel and present this proposal only in the event such other firm is not selected for any reason.

Expense Recovery

We would request reimbursement for all direct out-of-pocket expenses incurred in connection with our services to the Authority, including the cost of preparing transcripts of the bonds issue.

Contingent Basis

Our compensation for acting as Bond Counsel and Disclosure Counsel is completely contingent upon the successful issuance and sale of the Bonds. Our compensation in connection with the CFD formation and election proceedings is not contingent upon the outcome of the election.



HARRELL & COMPANY
ADVISORS, LLC

October 27, 2015

Marcus Pimentel
Interim Executive Director
Santa Cruz Libraries Facilities Financing Authority
877 Cedar Street, Suite 100
Santa Cruz, CA 95060
Attention:

RE: Proposal to Serve as Financial Advisor

Dear Marcus:

The Santa Cruz Libraries Facilities Financing Authority (the "Authority") proposes to issue special tax bonds (the "Bonds") to finance library facilities for its member agencies. We appreciate the opportunity to submit this proposal to serve as financial advisor with respect to the Bonds.

Our engagement as financial advisor will require us to complete the following:

- Structure and size the Special Tax Bonds.
- Prepare the Official Statement including any required information relating to the CFD and RMA, the County and the Cities within the District.
- Review and comment on all legal documents, including CFD formation resolutions, bond resolutions and closing documents.
- Review and comment on RMA.
- Prepare rating agency presentation.
- Prepare Staff for dialogue with ratings analysts/bond insurers (if any).
- Draft staff reports for Authority Board actions (and any member agency board actions if required).
- Keep the Authority apprised of market conditions relating to interest rates.
- If appropriate, analyze insurance bids and make a recommendation for purchase of full, partial or no insurance on the Special Tax Bonds.
- Prepare staff for due diligence call with disclosure counsel (and underwriter if negotiated sale).

The City Tower, 333 City Boulevard West, Suite 1430, Orange, California 92868
Tel: 714.939.1464 Fax: 714.939.1462

- In the case of a negotiated sale:
 - prepare draft Request for Proposals for Underwriter and assist in the selection process;
 - advise the Authority on the propriety of the underwriter's proposed pricing and compensation relative to the current market conditions;
 - negotiate to provide the lowest available rates and costs to the Authority;
 - provide the Authority with a pricing analysis and comparison of its transaction with other recent sales of comparable credit quality; and
 - provide quantitative schedules showing the results of the final pricing.
- In the event of a competitive sale of bonds:
 - conduct the public sale using Parity® internet platform;
 - arrange for advertising of the bond sale in nationally prominent financial publications
 - coordinate local publication requirements; and
 - evaluate the bids and recommend the most favorable bid for award.
- Provide guidelines for post-closing compliance with continuing disclosure requirements.
- Provide schedule of actions required to comply with Non-arbitrage certificate post-closing (relevant dates and actions).
- Provide any post-closing follow up as required.
- Provide any other services reasonably requested and not otherwise set forth above.

Our fee for acting as Financial Advisor in the issuance of an approximate amount between \$50-65 million in Bonds shall be as follows:

- A fixed fee of \$5,000 to review and assist with the CFD formation proceedings.
- A fixed fee of \$10,000 for preparation of the Official Statement.
- A fixed fee of \$50,000 for all other financial advisory services as described above.

Fees payable relating to the formation proceedings are not contingent, and may be payable either at closing (if the CFD is formed and bonds are issued) or upon abandonment of formation proceedings.

The fees payable relating to preparation of the Official Statement and all other financial advisory services are contingent and payable at closing.

In addition to such fees, we would expect to be reimbursed for actual out-of-pocket expenses associated with the transaction in an amount not to exceed \$1,500. Reimbursed expenses are expected to include shipping, delivery, printing, photocopying, and teleconferences.

In connection with recent changes to the federal securities laws that require persons providing advice to municipal issuers to register with the Securities and Exchange Commission and the Municipal Securities Rulemaking Board (MSRB), I wanted to remind you of the standard of care with which I undertake my duties to you for the above-referenced financing and to provide you with additional information regarding our fee arrangement and other matters.

Harrell & Company owes a fiduciary duty to the Authority and will carry out its duties under this proposal in accordance with such duty. Simply put, this means that we owe you both a duty of loyalty and a duty of care and that in performing services under this proposal we will put the needs of Authority ahead of our own. This standard of care is higher than that required of other financial services providers such as underwriters.

Pursuant to rules proposed by the MSRB, we expect to be required to provide you with written disclosure regarding any actual or potential conflicts of interest that might impair our ability to fulfill our fiduciary duty to you. In advance of the effective date of any such requirements, we wanted to disclose to you that we are not aware of any such actual or potential conflicts of interest other than described below.

As Interim Executive Director of the Authority, you have been advised that Harrell & Company also acts as financial advisor to the County of Santa Cruz, a member agency of the Authority. Although neither Harrell & Company nor the County consider this to be a conflict of interest, we wanted the Authority to be advised of this relationship.

The rules proposed by the MSRB also would require us to remind you of the inherent conflict of interest caused by our contingent fee arrangement. Under a contingent fee form of compensation, payment of our fee is dependent upon the successful completion of a financing. Although this form of compensation may be customary, it presents a conflict because we may have an incentive to recommend unnecessary financings or financings that are disadvantageous to the Authority.

Although written disclosure of the conflict relating to contingent fees is not yet mandatory, we wanted you to be advised of it, as well as the coming MSRB rule requiring us to inform you of it. An example of such a conflict are when facts or circumstances arise that could cause the financing or other transaction to be delayed or fail to close, we may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

I hope the foregoing is acceptable to the Authority. Please call if you have any questions or would like to discuss any of the foregoing. I look forward to working with you and your financing team.

Very truly yours



Suzanne Q. Harrell

**SANTA CRUZ COUNTY LIBRARY (SCPL); LIBRARIES FACILITIES FINANCING AUTHORITY (LFFA); AND
ASSOCIATED MEMBER AGENCIES**

JPA AMENDMENTS, COMMUNITY FACILITIES DISTRICT FORMATION & ELECTION CYCLE

SCHEDULE OF KEY DATES (version 7 - draft)

Includes key possible dates for member agency actions

8/27/2015 (Thu)	LFFA	LFFA Meeting -- Rate and Apportionment study session and direction
9/09/2015 (Wed)	LFFA	LFFA Meeting -- Final direction on Rate and Apportionment; Final Direction on LFFA Project Jurisdictional Allocation
9/10/2015 (Thu)	LFFA	LFFA Meeting -- Final direction on Rate and Apportionment (if necessary); Final Direction on LFFA Project Jurisdictional Allocation (if necessary)
9/14/2015 (Mon)	SCPL	Library JPA Meeting -- Receive information as to recruitment process for Library Director and future Executive Director of LFFA
10/01/2015 (Thu)	LFFA	LFFA Meeting -- recommend LFFA MOU amendment related to allocation for Public Library Improvements to allow Polling by Oct 9th
10/16 10/10/2015	SCPL	Conduct Polling after LFFA approval of Bond allocation
10/15/2015 (Thu)	LFFA	LFFA Meeting -- Recommend LFFA MOU amendment related to allocation for Public Library Improvements to allow Polling by Oct 9th-16th
10/15/2015 (Thu)	SCPL	Library JPA Meeting -- Recommend Review LFFA MOU amendment related to allocation for Public Library Improvements; Receive information as to recruitment process for Library Director and future Executive Director of LFFA; Authorize budget amendments and agreements related to professional services to support LFFA
10/16 - 10/19/2015	SCPL	Conduct Polling after LFFA approval of Bond allocation
10/22/2015 (Thu)	LFFA & SCPL	Joint Board Meeting -- Review poll results
11/02/2015 (Mon)	SCPL	Library JPA Meeting -- Receive information as to recruitment process for Library Director and future Executive Director of LFFA; Authorize budget amendment and agreement related to professional services to support LFFA
11/04/2015 (Wed)	LFFA	Staff to finalize Rate and Method of Apportionment and tax modeling
11/09/2015 (Mon)	LFFA	LFFA Meeting -- Recommend LFFA MOU amendment related to allocation for Public Library Improvements; Review draft Rate & Method of Apportionment and updated tax modeling financial estimates
11/10/2015 (Tue)	Santa Cruz	Santa Cruz City Council- approve SCPL JPA (governance) and LFFA JPA (allocation) amendment(s) related to Public Library Improvements
11/12/2015 (Thu)	Capitola	Capitola City Council- approve SCPL JPA (governance) and LFFA JPA (allocation) amendment(s) related to Public Library Improvements
11/18/2015 (Wed)	Scotts Valley	Scotts Valley City Council- approve SCPL JPA (governance) and LFFA JPA (allocation) amendment(s) related to Public Library Improvements (December 2nd as alternate)
11/24/2015 (Tue)	Santa Cruz	Santa Cruz City Council- approve SCPL JPA (governance) and LFFA JPA (bond size and allocation) amendment(s) related to Public Library Improvements
11/24/2015 (Tue)	Capitola	Capitola City Council- approve SCPL JPA (governance) and LFFA JPA (bond size and allocation) amendment(s) related to Public Library Improvements
11/25/2015 (Mon)	LFFA	Staff to finalize Resolution of Intention to Establish CFD, including Boundary Map and Rate and Method of Apportionment and Resolution of Intention to Incur Indebtedness due to Secretary

**SANTA CRUZ COUNTY LIBRARY (SCPL); LIBRARIES FACILITIES FINANCING AUTHORITY (LFFA); AND
ASSOCIATED MEMBER AGENCIES**

JPA AMENDMENTS, COMMUNITY FACILITIES DISTRICT FORMATION & ELECTION CYCLE

SCHEDULE OF KEY DATES (version 7 - draft)

<u>12/07/2015</u> (Mon)	LFFA	<u>LFFA Meeting—Consider Resolution of Intention, including Boundary Map and Rate and Method of Apportionment, consider Resolution to Incur Indebtedness</u>
12/08/2015 (Tue)	County	County of Santa Cruz Board of Supervisors- approve SCPL JPA (governance) and LFFA JPA (allocation) amendment(s) related to Public Library Improvements
<u>12/10/2015</u> (Thur)	LFFA	<u>LFFA Meeting – Consider Resolution of Intention, including Boundary Map and Rate and Method of Apportionment, consider Resolution to Incur Indebtedness</u>
12/24/2015 (MonThur)	LFFA	Boundary Map must be recorded on or before this date
12/28/2015 (Mon)	LFFA	Final Notices of Public Hearing delivered to Secretary
1/18/2016 (Mon)	LFFA	Final Resolution of Formation, Resolution Calling the Election and Consolidation, Resolution Declaring the Necessity to Incur Indebtedness due to Secretary
1/25/2016 (Mon)	LFFA	Notices of Public Hearing published on or prior to this date
2/01/2016 (Mon)	LFFA	LFFA Meeting –Public Hearing, Consider Resolution of Formation, Resolution Declaring the Necessity to Incur Indebtedness and Resolution Calling the Election and Consolidation
3/11/2016 (Fri)	LFFA	Last Day to Submit Resolution Calling the Election and Consolidation (which reflects exact form of ballot wording) to the County for the June 7, 2016 Election
3/23/2016 (Wed)	LFFA	Last day to withdraw a measure from the ballot, Last day to submit primary ballot arguments
3/28/2016 (Mon)	LFFA	Last day to submit rebuttal arguments
6/07/2016 (Tue)	LFFA	Election Day
7/05/2016 (Tue)	LFFA	Certified statement of results available
7/18/2016 (Mon)	LFFA	Final Resolution Declaring Election Results due to Secretary
8/01/2016 (Mon)	LFFA	LFFA Meeting –Consider Resolution Declaring Election Results and First Reading of CFD Ordinance
8/10/2016 (Wed)	LFFA	Notice of Special Tax Lien recorded and direction provided to County Tax Collector (*actual final date to be confirmed by County)
9/05/2016 (Mon)	LFFA	LFFA Meeting –Adopt CFD Ordinance, adopt Resolution Authorizing Bond Issuance

SCPL INCIDENT LOG - 2014/2015

(Print 27th to 26th for LJPB Packet & Copy to DA Office sohara@cityofsantacruz.com)

Date	Location	Time	Patron's Name	Ref.#	Brief Description	Served	Staff Involved	Steps Taken	Safety Action	Roving Guard Called	911 Called	Bid. Mtc. Called
09/29/15	LO	11:30am	-	-	Graffiti was found on the library mechanical yard door and the top of the outside garbage can closet at the front entrance.	-	Laura VanDerslice	Photos were taken and a work order placed for removal of graffiti.	NA	No	No	Yes
09/29/15	GP	6:15pm	Male	-	Staff heard a man coughing and talking loudly to himself outside behind the library.	-	Catherine Workman	Upon investigation a man was found sitting on the ground, pulling his pants up. When approached the man became hostile. 911 was called and the man left. Fecal matter and debris was left behind.	NA	No	Yes	No
09/30/15	B40	9am	-	-	Staff found graffiti on the outside wall next to the bike rack.	N	Cathy Landis	A work order was placed to have the graffiti removed.	NA	No	No	Yes
09/30/15	B40	11:45am	Geoff	-	Staff found patron in a deep sleep and had difficulty waking him up.	N	Cathy Landis, Peggy Meserth	After the 2nd attempt to wake the patron was successful, the patron became belligerent. He was ejected for the day. 911 was called. This patron has had previous incidents at the branch.	NA	No	Yes	No
09/18/15	DTN	-	Victor Ramirez	-	Patron was observed attempting to access the YP Dept. from the staircase in the center of the library. This patron has been contacted multiple times for the same incident as well as accessing porn on the library's internet computer.	-	Cliff Bodamer, Mitchell Horton	Mr. Ramirez stated that he was told he could access the upstairs restrooms in an emergency. Security assured him that wasn't the case. Ramirez vacated the building for the remainder of the day without incident.	NA	Yes	No	No

Date	Location	Time	Patron's Name	Ref.#	Brief Description	Served	Staff Involved	Steps Taken	Safety Action	Roving Guard Called	911 Called	Bld. Mtc. Called
10/02/15	GP	4:35pm	Male	-	Staff spotted a man smoking marijuana right outside the side entrance. When staff noticed him he walked away, but eventually he returned and entered the library. Patron was told to leave multiple times, but continued to ignore staff. Patron eventually responded with "I'm not talking to you."	N	Catherine Workman	The patron started to make antagonizing noises and sort of jumped at the staff member. At this point staff called 911. Patron left the building and took his time unlocking his bike from the bike rack. Patron rode off down Woodward towards West Cliff.	NA	No	Yes	No
10/07/15	DTN	10:30am	Male	-	Security guard asked an older white male to remove his belongings from the corner seating area of the library by 10am. The man said he would comply, but by 10:30am his belongings including trash, suitcase, and garbage bag were still on the property.	N	Chase Coetzee, James Lee	Security guard advised the branch manager of the situation. Both security guard and manager approached the man, who was laying down in front of city hall and gave him one last warning that his belongings were going to be moved by the dumpster if he didn't take his belongings back. By 10:50am his belongings were moved to the dumpster.	NA	Yes	No	No

Date	Location	Time	Patron's Name	Ref.#	Brief Description	Staff Involved	Steps Taken	Safety Action	Roving Guard Called	911 Called	Bld. Mtc. Called
10/07/15	DTN	3:30pm	Kyle Jason Henderson	DTN 119	At around 3:20pm security guard was requested by the branch manager, James Lee, for assistance with a troubled patron. The patron was being requested to leave for the day for acting disorderly and also at one point making physical contact with a fier by brushing it on staff's face. As the security guard approached, the patron purposely bumped into staff with his shoulder.	James Lee, Chase Coetzee	Security guard grabbed patron's right arm as staff grabbed the left arm. At this point the patron started to fight back. The patron's resistance provided security with reason for necessary use of force. Security tripped patron to the ground and placed him into handcuffs. The police were radioed and when they arrived released the patron with no charges pressed by the staff. Patron was issued a one year ban....10/21 Patron served by Chase Coetzee	NA	Yes	No	No
10/08/15	DTN	1:50pm	Marylyn Demartini	-	Patron Demartini stated she tripped over one of the landscaping rocks that border the path that leads to the library patio are and flagpole. She received a small laceration on her left hand, and a bruised left knee.	Mitchell Horton	She declined medical assistance but stated she would go to Urgent Care.	NA	Yes	No	No
10/10/15	DTN	2:00pm	John Dionne, Unknown Person	DTN 019	Guard, Mitchell Horton witnesses John Dionne and another unknown person make a hand to hand sale of marijuana by the sliding doors.	Mitchell Horton	Mitchell verbally informed both of them that they would be receiving a ban notice. Patron was issued a six month ban.	NA	Yes	No	No
10/19/15	DTN	7:30am	NA	-	Graffiti was noticed by roving guard.	Chase Coetzee	Photo taken. A work order was submitted for removal.	NA	No	No	Yes
10/19/15	LO	10:55am	Minor Child	-	17mo. old child ran into a wooden chair in the lobby.	Laura VanDerslice	The child hit the right side of his head which produced a bump and swelling. Staff provided an ice pack to the parent (Jared Ingraham), who said that the child was fine.	Improved parent supervision	No	No	No

Date	Location	Time	Patron's Name	Ref.#	Brief Description	Served	Staff Involved	Steps Taken	Safety Action	Roving Guard Called	911 Called	Bld. Mtc. Called
10/21/15	DTN	11am	Gary Oriarte	DTN 117	Previously banned patron entered the library to use the bathroom.	N	David Sidle, Chase Coetzee	The guard entered the bathroom and advised that patron that he was currently on a ban from the library. The patron complied and left while using profanity directed to library staff. The current ban ending on 12/24/15 was extended 3 more months till 3/24/15.	NA	Yes	No	No
10/22/15	DTN	3:50pm	Male	-	A patron reported that they saw a man fall off a bench and appeared to be having a seizure.	-	Ian Crosby, David Sidle, Mitchell Horton	911 was called and paramedics arrived 7 minutes later.	NA	Yes	Yes	No
10/22/15	DTN	12:00pm	Male	DTN #120	The on duty Tech Aide was notified of a patron who had a unpleasant smell coming from him.	-	Brandon Hunter	Patron was served a hygiene notice. The patron was ejected for the day. As he left the building he shouted at everyone standing at the reference desk to "please get the fuck out of my library" and continued his profanity as he left the building.	NA	No	No	No
10/25/15	LO	2:25pm	Unknown	-	Staff discovered that the parking sign at the branch had been knocked over and shrubs damaged.	-	Laura VanDerslice	Staff found a damage report taped to the sign. A photo was taken, claim # NCIC 9720, Officer 20897. A work order was placed for clean-up.	NA	No	No	Yes

Date	Location	Time	Patron's Name	Ref.#	Brief Description A patron may receive more than 1 ban in a single day	Served	Days												
							1 Day	2 Day	3 Day	7 Day	14 Day	30 Day	42 Day	60 Day	90 Day	3 Mo.	6 Mo.	1 Yr.	
9/30/15	B40	11:45am	Geoff	-	Staff found patron in a deep sleep and had difficulty waking him up. After the 2nd attempt to wake the patron was successful, the patron became belligerent. He was ejected for the day. This patron has had previous incidents at the branch.	N	1												
10/7/15	DTN	10:30am	Kyle Jason Henderson	DTN 119	Staff called the Security Guard to assist with ejecting a who was being disorderly and making physical contact, hitting a staff member's face with a paper filer. As the security guard approached, the patron purposely bumped into staff with his shoulder. Security guard grabbed patron's right arm as staff grabbed the left arm. At this point the patron started to fight back. The patron's resistance provided security with reason for necessary use of force. Security tripped patron to the ground and placed him into handcuffs. The police were radioed and when they arrived released the patron with no charges pressed by the staff. Patron was issued a one year ban....10/21 Patron served by Chase Coetzee	Y												1	
10/10/15	DTN	2:00pm	John Dionne, Unknown Person	DTN 019	Guard, Mitchell Horton witnesses John Dionne and another unknown person make a hand to hand sale of marijuana by the sliding doors. Mitchell verbally informed both men that they would be receiving a ban notice. Patron was issued a six month ban.	N													1

From: Santa Cruz Sentinel, 10/24/15

Susan Westman, Gayle Ortiz and Barbara Gorson: Envisioning Capitola's next library



The existing 4,320-square-foot branch library, in a modular temporary building, opened in 1999 at Clares and Wharf roads. A new library is being planned for the site. Contributed

By Susan Westman, Gayle Ortiz and Barbara Gorson, Special to the Sentinel

Posted: 10/24/15, 7:00 PM PDT |

[0 Comments](#)

The Capitola community will be making some important decisions about our branch library over the next several months. The city participates in a cooperative effort with the county and the other local cities to provide public library services through the regional Santa Cruz Public Library System. Our library building is owned by the City of Capitola and leased to the regional system.

Our existing 4,320-square-foot branch library, housed in a modular temporary building, opened in 1999. The facility is outdated, undersized to serve the community's needs, and is in a state of disrepair. A new modern library could provide many community benefits including an expanded

book selection; additional seating capacity; more public access computers, a homework center; acoustically separated areas for quiet study and reading; and community space for public use.

The city made a commitment in 2004 to the County of Santa Cruz to build a permanent new library that is at least 7,000 square feet. That agreement calls for us to begin construction by June 2018.

Over the past several years, the city prepared a library needs assessment that included public meetings and surveys of library patrons to determine the programs and services to best serve our community. Then last year, after investigating a host of potential sites for the new library, the city through community input decided the current location on Clares and Wharf roads is the best location to build our permanent library.

To fund the new library, the city has set aside \$2.6 million in a county-held trust account, but we know that will not be enough to build a branch library that will serve our needs. Anticipating this funding shortfall, the city originally intended to use funds through its former redevelopment agency to finance a new library. When the state eliminated redevelopment agencies in 2011, the city had to identify alternative funding sources.

If the city does not begin building its new library by June of 2018, the \$2.6 million in funding that has already been set aside could be in jeopardy.

In 2012 the regional Santa Cruz Public Library System began to investigate the feasibility of a funding measure to improve all the libraries in the regional library system including the Capitola branch. The measure would provide funding to bring the libraries up to modern standards, meeting the changing needs of our community in the 21st century.

We need to find a way to fund our new library, either in partnership with other local jurisdictions or as a community.

As we continue to plan for our new branch, the city is hosting a public workshop at 6:30 p.m. on Oct. 28 in the Jade Street Community Center to provide an update on where we have been, where we are going, and to gather input on the desired character of the new Capitola Branch Library — what it might look and feel like. This information will be used as we move ahead with the design and funding decisions that we will need to make over the next several months. Please join us and help shape this important city project.

Gayle Ortiz is a former Capitola mayor, Barbara Gorson is a former chair of the Santa Cruz Public Libraries board, while Susan Westman serves on the Capitola Planning Commission.

JUNE 2016

Santa Cruz library leaders grapple with tax poll results

Voters more likely to support new tax of less than \$50, consultant says

By Jessica A. York
jyork@santacruzsentinel.com
@ReporterJess on Twitter

SANTA CRUZ Results of a recent public phone poll by the Santa Cruz Library System showed that likely voters across Santa Cruz County might barely support a new parcel tax, at planned rates.

Library leaders, however, said Thursday that the June 2016 primary is the time to seek out increased funding for the county's numerous library facilities, even without better than two-thirds support from the tallied sample.

Library Joint Powers Authority Board member and Santa Cruz Vice Mayor Cynthia Mathews said she seeks a "significant opportunity" for an aggressive election campaign to educate a high percentage of "no opinion" and less-than-definite voters.

"Unless we settle on an amount that gives every branch, every jurisdiction, a straightforward realization of their needs, there is not going to be an all-in support of the campaign," Mathews said. "I think we need an all-in. If there's just a lukewarm feeling about it, it's kind of just swimming upstream seriously from the beginning."

LIBRARY PAGE 4

History, Santa Cruz-based company Mobile Ranger and several UCSC departments are also sponsoring the fair.

The history fair was inspired by two significant anniversaries in Santa Cruz history. This year marks 150 years since Henry Cowell purchased the land that was later sold

changed Santa Cruz economically, politically, in a lot of different ways," Perry said. "Some people think that's good, some people don't, but it's changed nevertheless."

Cowell bought a half-interest in a lime manufacturing business in Santa Cruz in 1865. The production of lime, an ingredient in mortar and plaster, was

to see funded by the systemwide tax measure. Boulder Creek resident Bruce Holloway, speaking from the audience, suggested that Capitola seek a deadline extension from the county to build its new library, if the board opted to push the election back to a later date.

Board member and Capitola City Manager Jamie Goldstein, an outlier at Thursday's meeting, urged the group to be prudent and seek voter approval for a lower tax rate measure, rather than going against the consultant's advice and potentially jeopardizing future tax measures.

collections at the museum. The museum is committed to sharing the county's history, she said, and to bringing people together through their exhibitions and programs.

"It's all about learning about our local history, to empower individuals to know that they can make their own history," Noye said.

Library

FROM PAGE 2

The board, made up of elected officials from the county's jurisdictions, plus appointed at-large members met with its Library Facilities Financing Authority on Thursday to hear results of their commissioned poll.

Although the two groups made no decision at Thursday's meeting, a majority said they believed asking voters for a higher tax — as much as \$59 per parcel annually under the latest plan to raise \$60 million — would generate better support than a lower tax.

Consultant Gene Breg-

man said poll results differed little from those gathered in three other similar polls in recent years. Support for a library tax measure higher than \$50 remains "problematic," he said.

"If it was up to me, I'd like the thing come down to the mid-\$40s, at the highest," Bregman told the boards. "You have a shot at it with \$48, \$49. If you want to push it off to November, the larger turnout would probably help, but it doesn't help Capitola at all."

Bregman was referring to an upcoming deadline the city of Capitola has to replace its current library with a new building, construction the city is hoping

Care

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remain. The growing demand for palliative care far outpaces the capacity of services.

Specifically, the state needs more specialists and certification programs, as well as reliable funding and better standardization of care, the report says.

Palliative care is not hospice, which also focuses on

emotional support and relieving symptoms for people in the final six months of a terminal illness. Palliative patients may have several years left to live.

And it does not require giving up the chase for a cure, as hospice does. But it doesn't enlist the aggressive care of Intensive Care Units, where each crisis can cost tens of thousands of dollars.

An estimated 14 million Californians suffer from chronic illness, of these,

seven million struggle with several chronic disease.

"Palliative care means we are treating the entire person, not just the biological manifestation of disease," said Dr. Ruma Kumar, medical director of Supportive Care Services at Kaiser Northern California Center in the Bay Area. "We offer inpatient and outpatient palliative care, and it is beginning to bring the care to patients' homes," she said.

"It strives to relieve physical, psychosocial and spiritual distress ... maintaining the best quality of life for them as possible," she said. "This is the kind of care I would want for my family and myself."

While large urban facilities — such as Kaiser, Stanford, UC San Francisco and Sutter Health — offer major programs, smaller and for-profit hospitals, as well as rural hospitals, are less likely to offer palliative care programs.

agreed, saying he wants to go out to his constituents asking voters to "take a shot at the future," rather than being "the vitamin, the minimum daily allowance."

Supervisor Bruce McPherson backed his colleague.

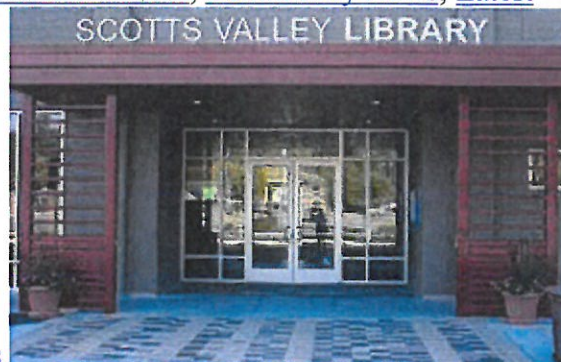
"We have a sales job to do, and we have a great product to sell," McPherson said. "I believe we should go ahead with something. I'm inclined to go with what we've been negotiating among our selves for so long. We should go for it."

The Facilities Financing Authority will meet at 9 a.m., Nov. 9 to continue the discussion at the Santa Cruz Downtown Library, 224 Church St.



Library free offers homework assistance to kids

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The Santa Cruz Public Libraries (SCPL), a network of 10 neighborhood library branches throughout Santa Cruz County, has launched a new tutoring program focused on reading comprehension.

The READ Program, which stands for “Reach for Every Amazing Detail”, began in September at two SCPL branches. The program serves students grades 2-12 with 30 minutes of individual instruction from a California credentialed teacher.

“Assisting students to improve their reading skills is a valuable service we provide our patrons,” said Janis O’Driscoll, interim director of Santa Cruz Public Libraries. “This tutoring gives students the tools to do better in school, and also to comprehend and enjoy books more deeply.”

READ is offered at the Downtown Santa Cruz Library from 3-5 p.m. Mondays and at the La Selva Beach Library from 3-5 p.m. Wednesdays. READ tutoring is currently available by appointment only. Call 831-427-7717 or email pro@santacruzpl.org to make an appointment.

The new READ Program expands the Homework Help program already provided at many SCPL branches.

Homework Help provides free assistance with schoolwork by a certified teacher and volunteers on a variety of subjects for all students under 18. Homework Help is available at various SCPL branches on a drop-in basis: Tuesdays from 3-5 p.m. at Downtown Santa Cruz Library, 224 Church St.; Scotts Valley Library, 251 Kings Village Road; and La Selva Beach Library, 316 Estrella Ave.; and Wednesdays from 3-5 at Garfield Park Library, 705 Woodrow Ave. and Boulder Creek Library, 13390 West Park Ave.

The READ and Homework Help programs will be offered through May 25, 2016, with breaks for major holidays including Veterans Day (Nov. 11), Thanksgiving (Nov. 24-25) and winter break (Dec. 21-Jan. 11).

Call 831-427-7717 for more.

ABOUT THE SANTA CRUZ PUBLIC LIBRARY SYSTEM:

The Santa Cruz Public Libraries (SCPL) system delivers information, education, enrichment and inspiration through a network of 10 neighborhood library branches, a web-based digital library, a Bookmobile and community-based programs. SCPL serves children, teens and adults with innovative programming, professional services and community facilities that spark imagination and support discovery. Residents can explore a wide range of interests from academic research, book clubs and literacy programs to digital photography, locally-produced music and local history. Branch locations include Aptos, Boulder Creek, Branciforte, Capitola, Downtown Santa Cruz, Felton, Garfield Park, La Selva Beach, Live Oak and Scotts Valley. Learn more about SCPL at SantaCruzPL.org or via Facebook, Instagram, Pinterest, Twitter and YouTube.