



SANTA CRUZ • PUBLIC
LIBRARIES
A City County System

LIBRARY JOINT POWERS AUTHORITY BOARD

Monday, March 3, 2008 at 7:30 PM
Community Meeting Room
224 Church Street, Santa Cruz

7:30 PM PUBLIC MEETING

1. ROLL CALL
2. APPROVE AGENDA
3. APPROVE MINUTES OF FEBRUARY 4, 2008
4. ORAL COMMUNICATIONS
5. CONSENT AGENDA
 - A. Appropriate McCaskill Trust for Local History Funds for Evaluation and Transfer of Local History Materials to New Website
6. WRITTEN COMMUNICATIONS
 - A. Letter of February 20, 2008 from CAO Susan Mauriello to County Board of Supervisors re Continuation of Library Improvement ¼% Transaction and Use Tax.
 - B. "Leaders Look for Solution to SV Library Disruptions." Scotts Valley Press-Banner, 02/15/08.
7. REPORTS OF ADVISORY BODIES
8. MEMBER REPORTS
 - A. Felton Task Force (Citizen Member Gerdt)
9. STAFF REPORTS
 - A. Young Adult Librarian Work Program

10. OTHER BUSINESS

- A. Aptos Parking Lot Expansion
- B. Library 5 Year Financial and Capital Project Debt Service Projections

11. NEXT MEETING TOPICS

The Board gives preliminary guidance to the staff on preparation of the FY 2008-09 budget via a discussion at its April meeting. The Board will also be asked to accept a grant from the California Council on the Humanities for a teen photography project.

12. ADJOURN

The Library Joint Powers Authority Board will adjourn from the regularly scheduled meeting of March 3, 2008, to the next regularly scheduled meeting on April 7, 2008 at 7:30 p.m. in the Community Meeting Room of the Central Branch Library.

The Santa Cruz City-County Library System does not discriminate against persons with disabilities. Out of consideration for people with chemical sensitivities, the Library requests that you attend fragrance free. The Central Branch Library is a fully accessible facility. If you wish to attend this public meeting, and you will require special assistance such as sign language or other special devices in order to attend and participate, please call (831) 420-5600 or TDD: (831) 420-5733 seventy-two (72) hours prior to the event to make arrangements for assistance. Upon request, agendas for public meetings can be provided in a format to accommodate special needs.

SANTA CRUZ PUBLIC LIBRARIES
A CITY-COUNTY SYSTEM

LIBRARY JOINT POWERS BOARD

MINUTES

February 4, 2008

Central Branch Community Meeting Room
224 Church Street, Santa Cruz

7:30 PM PUBLIC MEETING

I. ROLL CALL

Present: Supervisor Jan Beautz, Citizen Nancy Gerdt, Citizen Barbara Gorson, Councilmember Jim Reed, Councilmember Cynthia Mathews, Citizen Leigh Poitinger, Councilmember Mike Rotkin, Supervisor Mark Stone, Councilmember Michael Termini

Staff: Anne Turner, Director of Libraries
Susan Elgin, Assistant Director of Libraries

II. APPROVAL OF MEETING AGENDA OF FEBRUARY 4, 2008

Councilmember Rotkin moved, seconded by Councilmember Mathews

that the Board approve the agenda of February 4, 2008.

UNAN

III. APPROVE MINUTES OF JANUARY 7, 2008

Supervisor Stone moved, seconded by Councilmember Mathews

that the Board approve the minutes of January 7, 2008

UNAN

IV. ORAL COMMUNICATIONS

Councilmember Rotkin thanked the board for contributing to Councilmember Johnson's dinner.

Councilmember Mathews, speaking as a citizen, reported on the Sales Tax Campaign Committee. The committee had their first meeting with Campaign Consultant Kathryn Lew of the Lew Edwards Group. The Friends' of the Library will have \$60,000 to support the campaign. The campaign budget is \$95,000. The next meeting is tentatively Friday, February 8, 2008. Chairs have been selected for most of the functions. The committee is looking for endorsements from individuals and groups.

V. CONSENT AGENDA

No Items

VI. WRITTEN COMMUNICATIONS

- A. Letter of January 17, 2008 from City of Scotts Valley Acting City Clerk announcing that Council member Jim Reed has been appointed to represent the City on the Library Joint Powers Authority Board.

Councilmember Rotkin moved, seconded by Supervisor Beutz

That the Library Joint Powers Authority Board move to accept final Grand Jury report.

UNAN

- B. Excerpts from County of Santa Cruz Grand Jury Report of January 28, 2008.
- C. January 22, 2008 Letter from Board of Supervisors appointing Supervisor Beutz and Supervisor Stone to continue to serve on the Library Joint Powers Board.

VII. REPORTS OF ADVISORY BODIES

Mary K. Simpson, President of the Friends of the Santa Cruz City-County Library System reported the following Friends' activities:

- March 7, 2008 Munching with Mozart at Noon
- Sponsoring the Farewell to Manzanar "One Book, One Community" focusing on the Japanese internment during World War II. Two events:
 - February 25 author talk with Jeanne Wakatsuki Houston, author of Farewell to Manzanar, 7-9 pm
 - March 12th film, "Snow Falling on Cedars," 2-4 pm

Felton Library Friends, Paul Machlis, reported the following activities:

- Slide Show of neighborhood libraries the group has visited.

Felton Library Friends, Michelle Mosher

- Community Foundation Grant
- Will be helping with the upcoming Sales Tax Measure
- Met with Janis O'Driscoll and Jeanne O'Grady regarding the Family Place Program

VIII. MEMBER REPORTS

A. Felton Task Force

Felton Task Force, Citizenmember Nancy Gerdt, reported the following activities:

- Architect Teall Messer and Citizenmember Gerdt met with planner, Annette Olson
 - Discussed site plans from 2002 Site Plan and changes that have occurred.
- Talked about funding options and new prospects for funding

IX. STAFF REPORTS

The Director made the following reports:

A. Workers' Compensation Claims 7/1/02-12/31/07

B. 23 Things Training Program

X. OTHER BUSINESS

A. Annual Election of Officers (Chair and Vice Chair)

Councilmember Rotkin moved, seconded by Citizenmember Gorson

That the Library Joint Powers Authority Board move to re-elect Councilmember Termini as Chair for another year.

UNAN

Citizenmember Poitinger moved, seconded by Councilmember Rotkin

That the Library Joint Powers Authority Board move to re-elect Citizenmember Barbara Gorson as Vice Chair for another year.

UNAN

XI. NEXT MEETING

A final report on the Aptos Parking Lot Expansion design (Supervisor Beautz) and added information on incurring debt for the 5 Year Financial Projections (Citizen Gorson and Director Turner).

XII. ADJOURN

The regular meeting adjourned at 8:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Sheila M. Fraser", with a long horizontal flourish extending to the right.

Sheila Fraser, Substitute Clerk of the Board

A handwritten signature in cursive script, appearing to read "Kira Henifin", with a long horizontal flourish extending to the right.

Kira Henifin, Clerk of the Board

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

LIBRARY JOINT POWERS BOARD

SUSPENSE LIST

3/1/08

	WHAT?	NEXT ACTION
	<u>Financial Planning Process</u>	
1	Consider/Choose Options for adding funding for Capital Projects	PENDING
2	Update Strategic Financial Plan Projections	Mar-08
	<u>Library Automation System Upgrade</u>	
3	Staff report to JPB on project planning progress	COMPLETE
4	Adopt general project budget appropriate Phase 1 funds	COMPLETE
5	Consider and make Phase 1.2 appro.	COMPLETE
6	Hear Report on ILS Upgrade Progress	COMPLETE
7	Final recommendation re ILS vendor; JPB makes funding source decision	COMPLETE
8	Report to Board on Interlibrary Loan Access Issues	COMPLETE
9	Upgrade Library Website to include JPB minutes/agenda archives	COMPLETE
10	Staff continues review/upgrade of Library Web Site; Rept to Board	COMPLETE
	<u>Joint Powers Board Housekeeping</u>	
11	Annual election of officers	Feb-09
12	Appoint Citizen Members	Jan 09, 10,12
13	Meet with Director in closed session to discuss communications and other issues	May-08
14	Conduct Director Appraisal	Oct/Nov 08
15	Renew Joint Powers Agreement	COMPLETE
	<u>Budgeting/Financial Management</u>	
16	Review Annual Audit	Dec-08
17	Review current budget status, consider budget revision proposals	COMPLETE
18	Discuss budget priorities for coming fiscal year, provide staff direction	Apr-08
19	Consider draft budget, recommend changes	May, June 08

20	Adopt final budget	Jul-08
21	Review quarterly revenue reports	Nov, Feb, May, Aug
22	Review quarterly expenditure reports	Nov, Feb, May, Aug
	<u>Personnel Issues</u>	
23	Hear report on Staff Reclassification Process	COMPLETE
24	Hear report on Staff Hiring Procedures	COMPLETE
25	Receive Annual Staff Safety Report	COMPLETE
	<u>Legislation/Advocacy</u>	
26	Adopt Annual Legislative Program	COMPLETE
27	Expand Public Information Program	FY 2007-08
	Consider date for Sales Tax Renewal	COMPLETE
	<u>Headquarters Move</u>	
29	Approve move to Locust/Union site	COMPLETE
30	Approve HQ lease amendment	COMPLETE
31	Hear periodic reports on move progress	Sep 07 - May 08
	<u>Felton Branch</u>	
32	Hear report from Felton Task Force on community discussions/architectural plans for Verutti Site	Mar-08
	<u>Aptos Parking Lot</u>	
33	Appropriate funds to secure plans and specs for project	COMPLETE
34	Secure funds to complete project See #1 Above	
	<u>Financial Planning Process</u>	
35	Review/Modify <i>Standards for Library Services/Facilities, and Facilities Master Plan</i>	COMPLETE
36	Develop estimates for Capital and other Projects	COMPLETE
37	Determine if Library structural changes are required	PENDING
38	Prioritize Implementation of Capital Projects	COMPLETE



SANTA CRUZ • PUBLIC
LIBRARIES
A City County System

February 15, 2008

TO: LIBRARY JOINT POWERS BOARD
FR: DIRECTOR OF LIBRARIES
RE: EVALUATION AND TRANSFER OF LOCAL HISTORY
MATERIALS TO NEW WEBSITE

RECOMMENDATION: That by resolution the Library Joint Powers Board appropriate and transfer \$7500.00 in available income from McCaskill Trust for Local History to hire contract staff to assist with the evaluation of the Local History content of the existing library website, the migration of content to the new website, and creating new local history content.

BACKGROUND

The current library website and much of its content is approximately 12 years old. Last spring a staff committee was created to assist with developing the concept and organization of a new library website that will incorporate new technologies and contemporary approaches to website design. In the last 12 months, progress has been made in the design of the new website and we are currently in the process of examining content on the existing website and evaluating it for suitability for inclusion in the new website.

About a quarter of the content on the existing website is of local history interest. This information is specific to Santa Cruz County and can be found no where other than in this locality. Since the local history portion of our current website is very heavily used, staff believes it is essential to retain this content and ultimately create more local history content to assist people who are doing research about Santa Cruz County.

PLAN SUMMARY

There are approximately 855 local history articles on the current webpage. Some are old newspaper pieces written years ago and some were created specifically by local history authors for the current website. Each of these articles needs to be reviewed and if considered suitable, organized into appropriate sub-

LOCAL HISTORY/WEBSITE

February 15, 2007

jects and entered into the new website. Some of the articles contain photographs and illustrations.

A trial run demonstrated that three to four articles can be completed per hour. We estimate that we need someone to work a total of 225 hours at the pay range of \$22.00 (mid-range Librarian I). The cost for this portion would be slightly under \$5000. No supplies are needed. The total cost is for labor. We estimate that this project would be completed within a three to four month period with the employee working 15-20 hours per week.

The second part of the project (\$2500) would fund the contract worker to index the Faye Ellis Clipping file and incorporate those entries into the existing Newspaper Clipping index. Faye Ellis was a long time resident of the San Lorenzo Valley who had an avid interest in the past history and current events in the Valley. Her collection of materials was donated to the library system several years ago when she moved out of the state. The collection (about three file drawers) includes newspaper clippings, flyers, pamphlets, handwritten notes, and much more. We feel that this material is a valuable addition to our current local content. However, it needs to be inventoried and indexed in order for researchers to use it successfully. The contract employee would assess the collection and create a method of indexing and integrating the citations into the existing Newspaper Clipping index. We estimate this will take 114 hours.

The contract worker will need a comprehensive knowledge of local history in order to evaluate the material, as well as knowledge of HTML.

MCCASKILL TRUST FOR LOCAL HISTORY

On July 1, 2007 the trust balance was \$269,249.56. The accrued income on that date was \$45,241.70. So far this fiscal year the Board has appropriated \$5,000 for the library local history collections, and \$3,800 for archival boxes and other supplies. Therefore available accrued income should be about \$36,442.

RESOLUTION # 2008-03

**RESOLUTION OF THE SANTA CRUZ LIBRARY JOINT POWERS
AUTHORITY BOARD APPROPRIATING MCCASKILL TRUST FOR LOCAL
HISTORY FUNDS AND AMENDING THE FY 2007-08 BUDGET FOR A LOCAL
HISTORY PROJECT**

WHEREAS the Library System's existing website contains a substantial collection of local history materials that require conversion to the new system website, and

WHEREAS these materials are a unique resource that are heavily used by the public, and

WHEREAS the Library also needs to index for public use the important Faye Ellis Clipping file of important San Lorenzo Valley materials, and

WHEREAS evaluating and transferring these resources to the new website will require at least 339 hours of professional librarian work,

NOW THEREFORE BE IT RESOLVED that the Library Joint Powers Authority Board transfer available accrued income from the McCaskill Trust for Local History and amend the FY 2007-08 budget in the amount of \$7,500 to hire a contract librarian to accomplish this work.

PASSED AND ADOPTED this 3rd day of March 2008, by the following votes:

AYES: **Board Member:**

NOES: **Board Member:**

ABSENT: **Board Member:**

DISQUALIFIED: **Board Member**

ATTEST: _____
 Board Clerk



County of Santa Cruz

COUNTY ADMINISTRATIVE OFFICE

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

(831) 454-2100 FAX: (831) 454-3420 TDD: (831) 454-2123

SUSAN MAURIELLO, J.D., COUNTY ADMINISTRATIVE OFFICER

February 20, 2008

AGENDA: February 26, 2008

BOARD OF SUPERVISORS
County of Santa Cruz
701 Ocean Street
Santa Cruz, CA 95060

CONTINUATION OF LIBRARY IMPROVEMENT ¼% TRANSACTION AND USE TAX

Dear Members of the Board:

In June, 1996, the Board of Supervisors established the Santa Cruz Public Library Authority and then as the Board of Directors of the Authority adopted an ordinance for a ¼% transactions and use tax for public libraries subject to voter approval in November, 1996. In November 1996, 72.3% of the voters approved the ordinance. The 1996 ordinance contained a sunset clause that terminated the ordinance on April 1, 2013.

The sunset clause is now interfering with the libraries ability to do long term financial planning and in December 2007, the Board of Directors of the Santa Cruz City/County Library Joint Powers Board requested that the Board of Supervisors place a measure before the voters in June 2008 which provided for continuation of the ¼% transaction and use tax and eliminated the sunset clause.

Board of Supervisors Action for the Public Library Authority

In 2001 Revenue and Taxation Section 7285.5 was amended by the Legislature and now authorizes the County Board of Supervisors to seek extension of a sales tax previously enacted by a county wide public authority if approved by two-thirds vote of the Board of Supervisors and subsequently approved by two-thirds of the voters.

Attached for your Boards approval are:

1. An Ordinance Amending Ordinance No. 1 of the Santa Cruz County Public Library Authority by Eliminating the Termination Date of an Existing Transaction and Use Tax Supporting Local Public Libraries; and

2. A Resolution Calling and Providing for a Special Election to be Held on Tuesday June 3, 2008, for the Purpose of Submitting to the Qualified Electors of the County of Santa Cruz a County Wide Measure of Whether an Existing One-Quarter of One Percent Transaction and Use Tax supporting Local Public Libraries be Extended Permanently, and Directing County Elections to Conduct the Election, and Directing Consolidation of the Election.

Cost of the Election

The cost of the election (between \$250,000 and \$350,000) would be paid from the Sales Tax Revenues available to the Authority before they are distributed to the Santa Cruz City County Library System and the Watsonville Library. The total cost to the Library would depend on the number of parties sharing the cost of the election.

The County Library Fund, which is also distributed to the Santa Cruz City County Library System and the Watsonville Library, has unbudgeted one-time funds of approximately \$325,000 that could be drawn down to offset the libraries one-time loss of sales tax revenue.

Recommendation

At this time it is RECOMMENDED that your Board take the following actions:

1. Adopt the attached ordinance amending ordinance No. 1 of the Santa Cruz County Public Library Authority by eliminating the termination date of an existing transaction and use tax supporting local public libraries; and
2. Adopt the attached Resolution Calling and Providing for a Special Election to be Held on Tuesday June 3, 2008, for the Purpose of Submitting to the Qualified Electors of the County of Santa Cruz a County Wide Measure of Whether an Existing One-Quarter of One Percent Transaction and Use Tax supporting Local Public Libraries be Extended Permanently, and Directing County Elections to Conduct the Election, and Directing Consolidation of the Election.

Very truly yours,



Susan A. Mauriello
County Administrative Officer

Attachments

cc: Library Joint Powers Board
Each City Manager
Director of Libraries, Santa Cruz City County Library System

**BOARD OF SUPERVISORS
CONTINUATION OF LIBRARY MEASURE**

AGENDA: February 26, 2008
Page 3

Library Director, Watsonville Library
Friends of the Library
County Counsel

ORDINANCE NO. ___-2008

ORDINANCE AMENDING ORDINANCE NO. 1 OF THE SANTA CRUZ COUNTY PUBLIC LIBRARY AUTHORITY BY ELIMINATING THE TERMINATION DATE OF AN EXISTING TRANSACTION AND USE TAX SUPPORTING LOCAL PUBLIC LIBRARIES

The Board of Supervisors of the County of Santa Cruz ordains as follows:

SECTION I

WHEREAS, in 1996, Section 7285.5 of the Revenue and Taxation Code authorized the establishment of a county-wide Public Library Authority empowered to seek voter approval of a transaction and use (sales) tax for public library funding purposes; and

WHEREAS, pursuant to Section 7285.5, the Santa Cruz County Board of Supervisors lawfully established a county wide Public Library Authority to seek voter approval of a one-quarter of one percent sales tax for library purposes; and

WHEREAS, on November 5, 1996, the voters of the County of Santa Cruz approved by a two-thirds vote, a ballot measure imposing a one-quarter of one percent sales tax for public library purposes; and

WHEREAS, the ballot measure enacted an ordinance of the Santa Cruz County Public Library Authority that imposed the sales tax and authorized an Expenditure Plan for the use of the revenues generated; and

WHEREAS, the support of existing local public libraries including their expanded and extended library services for children, young adults and seniors; their computer and technology equipment and library materials; their educational and adult literacy programs; appropriate hours of operation; and necessary maintenance, repair, upgrade or expansion of facilities remains an important public priority; and

WHEREAS, the ordinance establishing the sales tax funding the Public Library Authority expires on April 1, 2013; and

WHEREAS, Revenue and Taxation Section 7285.5 was amended by the Legislature in 2001 and now authorizes the County Board of Supervisors to seek extension of a sales tax previously enacted by a county wide public authority if approved by two-thirds vote of the Board of Supervisors and subsequently approved by two-thirds of the voters.

NOW THEREFORE, the Board of Supervisors of the County of Santa Cruz finds that there is a need to permanently extend the sales tax for public library purposes first enacted in 1996.

SECTION II

Ordinance No.1 of the Santa Cruz County Public Library Authority approved by the voters of Santa Cruz County on November 5, 1996, is hereby amended by deleting Section 17 entitled "Termination Date" in its entirety.

SECTION III

If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

SECTION IV

This ordinance shall take effect as provided by law. This ordinance shall become effective according to law only if at least two-thirds of the electors voting on the measure at the election on June 3, 2008 vote to approve enactment of the ordinance.

PASSED AND ADOPTED this ___ day of _____, 2008 by the

Board of Supervisors of the County of Santa Cruz by the following vote:

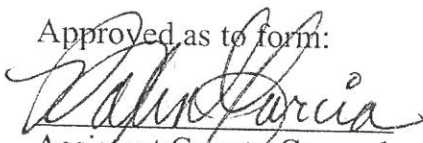
Ayes: Supervisors
Noes: Supervisors
Absent: Supervisors
Abstain: Supervisors

Chair of the Board of Supervisors

ATTEST:

Clerk of the Board

Approved as to form:


Assistant County Counsel

cc: County Administrative Officer
County Elections
Auditor-Controller

**BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA**

RESOLUTION NO. _____

**On the motion of Supervisor
Duly seconded by Supervisor
The following resolution is adopted.**

**RESOLUTION CALLING AND PROVIDING FOR A SPECIAL
ELECTION TO BE HELD ON TUESDAY JUNE 3, 2008, FOR THE
PURPOSE OF SUBMITTING TO THE QUALIFIED ELECTORS OF THE
COUNTY OF SANTA CRUZ A COUNTYWIDE MEASURE OF
WHETHER AN EXISTING ONE-QUARTER OF ONE PERCENT
TRANSACTIONS AND USE TAX SUPPORTING LOCAL PUBLIC
LIBRARIES BE EXTENDED PERMANENTLY, AND DIRECTING
COUNTY ELECTIONS TO CONDUCT THE ELECTION, AND
DIRECTING CONSOLIDATION OF THE ELECTION**

WHEREAS, in 1996, Section 7285.5 of the Revenue and Taxation Code authorized the establishment of a county-wide Public Library Authority empowered to seek voter approval of a transaction and use (sales) tax for public library funding purposes; and

WHEREAS, pursuant to Section 7285.5, the Santa Cruz County Board of Supervisors lawfully established a county wide Public Library Authority to seek voter approval of a one-quarter of one percent sales tax for library purposes; and

WHEREAS, on November 5, 1996, the voters of the County of Santa Cruz approved by a two-thirds vote, a ballot measure imposing a one-quarter of one percent sales tax for public library purposes; and

WHEREAS, the ordinance establishing the sales tax funding the Public Library Authority expires on April 1, 2013; and

WHEREAS, Revenue and Taxation Section 7285.5 was amended by the Legislature in 2001 and now authorizes the County Board of Supervisors to seek extension of a sales tax previously enacted by a county wide public authority if approved by two-thirds vote of the Board of Supervisors and subsequently approved by two-thirds of the voters.

WHEREAS, the Board of Supervisors has determined that it is in the best interests of the County and its residents to submit to the voters a measure

amending the ordinance approved by voters in 1996 by permanently extending the sales tax for local public library purposes; and

WHEREAS, it is necessary that a special County election be held in accordance with law for the purpose of submitting the measure to the qualified electors of the County pursuant to Revenue and Taxation Section 7285.5; and

WHEREAS, pursuant to Elections Code Section 10400, whenever two or more elections, including bond elections, of any legislative or congressional district, public district, city, county, or other political subdivision are called to be held on the same day, in the same territory, or in territory, or in territory that is in part the same, they may be consolidated upon the order of the governing body or bodies or officer or officers calling the elections; and

WHEREAS, pursuant to Elections Code Section 10400, such election may be consolidated; and

WHEREAS, the resolution requesting the consolidation shall be adopted and filed at the same time as the adoption of the ordinance, resolution, or order calling the election; and

WHEREAS, various district, county, state and other political subdivision elections may be or have been called to be held on June 3, 2008.

NOW, THEREFORE, the Board of Supervisors of the County of Santa Cruz resolves and orders as follows:

1. A special County election shall be and the same is hereby called to be held throughout the County on the regular election date of June 3, 2008, for the purpose of submitting to the qualified electors of the County of Santa Cruz the following special tax measure:

Measure _____

Countywide Library Improvement/Continuation Measure.

To support and maintain local public libraries and library services through acquiring books, children's educational materials, computers and technology; increase and improve children's reading, adult literacy, senior and other educational programs; and upgrade local library facilities, shall Ordinance No. 1 of the Santa Cruz County Public Library Authority be amended to continue the existing ¼ cent sales tax for libraries with no increase?

2. Said special County election shall be held and conducted, the votes received and canvassed, and the returns thereof made and the result thereof ascertained and determined in accordance with law.
3. Said special County election hereby called shall be and is hereby consolidated with any and all elections also called to be held throughout the County on June 3, 2008, in all respects and all as required by and pursuant to law.
4. In accordance with the provisions of Section 9160 of the Elections Code, the County Counsel is hereby directed to prepare an impartial analysis of this measure.
5. In accordance with the provisions of Section 9160 of the Elections Code, the County Auditor-Controller is hereby directed to prepare a fiscal impact statement of this measure.
6. Arguments for and against this measure may be submitted in conformance with Elections Code Section 9161 and following.
7. The Clerk of the Board of Supervisors shall file a copy of this Resolution with the County Clerk.

BE IT FURTHER RESOLVED AND ORDERED THAT Santa Cruz County Elections Department is requested to print the attached measure text exactly as filed or indicated on the filed document, together with a copy of the amending ordinance, in the Voter's Information Pamphlet section of the Sample Ballot for the June 3, 2008, election. Cost of printing and distribution of the measure text and amending ordinance will be paid for by the Public Library Authority.

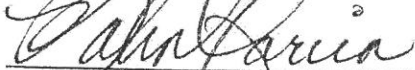
PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz, State of California, this ____ day of _____, 2008, by the following vote:

AYES: SUPERVISORS
 NOES: SUPERVISORS
 ABSENT: SUPERVISORS
 ABSTAIN: SUPERVISORS

 Chair of the Board of Supervisors

ATTEST: _____
 Clerk of the Board

Approved as to Form:


Office of the County Counsel

DISTRIBUTION: County Administrative Office
Elections Department

FRIDAY, FEB. 15, 2008

SCOTTS VALLEY PRESS-BANNER

Leaders look for solution to SV library disruptions

By Peter Burke
Press-Banner

City leaders are working with the public library and Scotts Valley Middle School on ways to minimize the impact of groups of students arriving after school at

the nearby Scotts Valley branch library. City leaders are responding to recent complaints from patrons that

groups of young people disturb the library atmosphere with loud talking, running and other behavior more suited to the outdoors.

"We're trying to meet the needs of the kids, but we also need to make the library available to everybody," said the county's library director, Anne Turner.

Regular police patrols will continue at the library and occasional visits from the middle-school vice principal will help identify the students

who are making trouble.

The library is 5,200 square feet — one of the smallest branches in the county — which lends itself to the crowding. There is no area set aside for youth like at the central branch in Santa

Cruz. "We do our best in managing the things that come in," said branch manager Pat Lorenzo.

Lorenzo said students pile up skateboards and backpacks in the library, and an area has had to be set aside for them.

"We really, really need more space," she said. "We have a huge number of circulations with a very small facility. We are very heavily used."

Middle school students are released at 12:30 p.m. on Wednesdays and groups of students make their way to the library soon afterward to study or hang out.

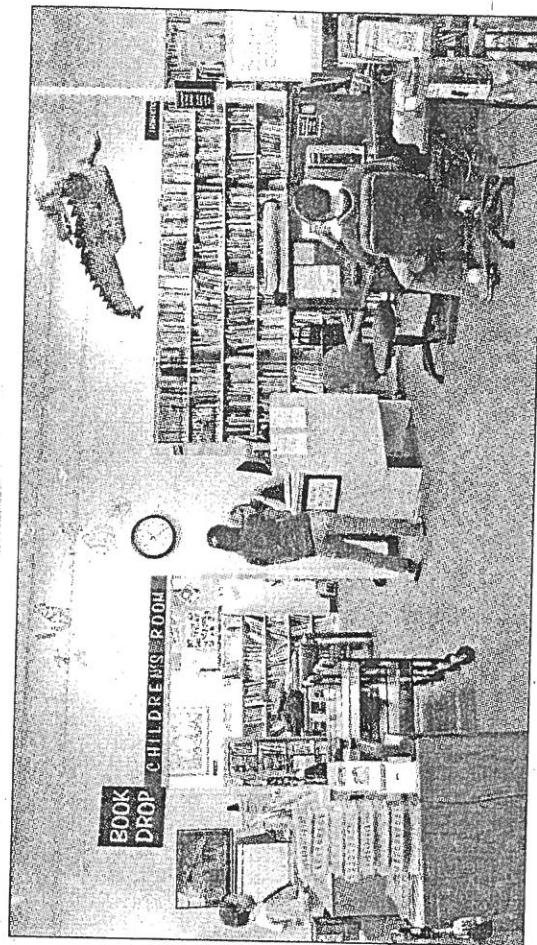
"You've got some

behavior in there that can improve and needs to improve," said City Councilman Jim Reed.

This is the second year the middle school has released students early on Wednesdays. The early release gives the school staff development time.

Last year, the school offered classes to students on Wednesdays, but had little response, said Principal Mary Lonhart. The classes were discontinued because not enough students were utilizing them, she said.

"We have a very good relationship with the library," Lonhart said. The library has textbooks that the students



CRAMPED: Scotts Valley library, where middle-school students sometimes hang out, is small, has only four computers for homework and is sometimes dominated by kids.

LIBRARY CONTINUED FROM PAGE 9

can use to do their homework, she noted.

Lonhart is working with city council members, the library and the city recreation and parks department to find an alternative place for students to congregate after school.

A potential location is the recreation and parks building at Skypark, Reed said. Kids could check out various games and sports equipment and have a place to meet and talk. It would not be a teen center, but a space that youth could use.

The library will be replaced by a new branch in the Town Center development

that will likely be more than twice the current size, Turner said.

"I couldn't be more excited," Turner said of the prospect of a new library. "We are desperate for a new facility in Scotts Valley."

"The library is going to be the crown jewel of the town center we are building," Reed said.

In the meantime, the school and city are working on the temporary solution.

"Kids will be kids, but at the same time, we can do a better job of things," said Reed.

■ To comment on this story e-mail reporter Peter Burke at peter@pressbanner.com, call 438-250 or post a comment at www.pressbanner.com.



SANTA CRUZ • PUBLIC
LIBRARIES
A City County System

February 26, 2008

TO: LIBRARY JOINT POWERS BOARD
FR: DIRECTOR OF LIBRARIES
RE: APTOS BRANCH PARKING LOT EXPANSION

RECOMMENDATION: That the Board consider the preliminary engineer's estimate for expansion of the Aptos Parking Lot and funding sources for the project.

DISCUSSION

More than a year ago we requested that the County Public Works Department contract for design services for the Aptos Parking Lot, for which we paid.

The report has now been filed, and is attached.

Although staff had hoped that the entrance to the parking lot could be relocated to the far end of the lot, this option has been eliminated to save money. The revised plans provide 31 new spaces.

FINANCIAL OPTIONS

The estimate for constructing the parking lot addition is \$299,311, plus \$40,000 for sidewalk frontage improvements. The latter may be negotiable.

We have approximately \$319,000 in Reserve Funds available after set asides for the Felton Branch Replacement and the Kemme Trust are subtracted. There is also approximately \$96,000 in unappropriated anticipated revenue.

Staff recommends that at least half the unappropriated revenue be saved to cover unanticipated costs for the Headquarters move. Another option would be to bid the project this spring, and pay for it over two fiscal years.

PRELIMINARY ENGINEER'S ESTIMATE

PROJECT: APTOS LIBRARY PARKING LOT IMPROVEMENTS

LOCATION: 7695 Soquel Drive

DESCRIPTION: Expansion of parking lot to add 31 new spaces

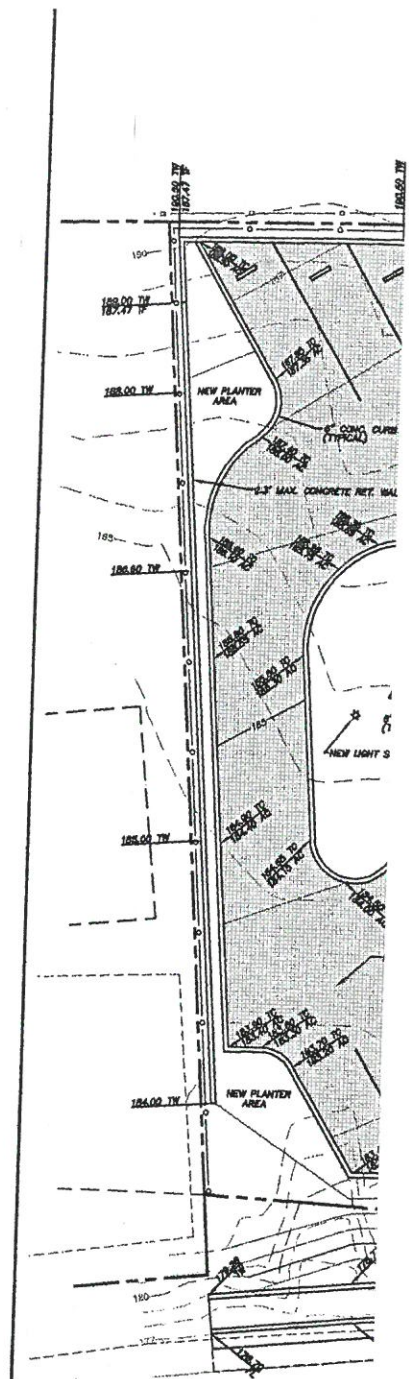
Made By: Luke R. Beautz, C.E., L.S.

Date: February 23, 2008

ITEM No.	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT
1	Clearing and Grubbing	LS	LS	\$ 5,000.00	\$ 5,000
2	Traffic Control and Temporary Restriping	LS	LS	\$ 4,000.00	\$ 4,000
3	Cut to Fill	CY	50	\$ 25.00	\$ 1,250
4	Export Cut	CY	530	\$ 80.00	\$ 42,400
5	Aggregate Base Class 2	TON	400	\$ 50.00	\$ 20,000
6	Asphalt Concrete Type B	TON	200	\$ 125.00	\$ 25,000
7	Type C Concrete Curb	LF	500	\$ 30.00	\$ 15,000
8	Poured Concrete Retaining Wall	SF	580	\$ 75.00	\$ 43,500
9	Slatted 6' Chain Link Fence	LF	212	\$ 35.00	\$ 7,420
10	Concrete Wheel Stop	EA	20	\$ 100.00	\$ 2,000
11	Christy V64 Drain Box	EA	4	\$ 1,000.00	\$ 4,000
12	Christy U21 Silt & Grease Trap Inlet	EA	1	\$ 5,000.00	\$ 5,000
13	8-Inch Storm Drain	LF	200	\$ 75.00	\$ 15,000
14	24-Inch Detention Pipes	LF	120	\$ 120.00	\$ 14,400
15	New Parking Lot Light	EA	1	\$ 8,000.00	\$ 8,000
16	4-Inch Stripe	LF	1,300	\$ 1.50	\$ 1,950
17	Pavement Marking	SF	46	\$ 10.00	\$ 460
18	Slurry Seal (Type II)	SF	7,100	\$ 1.50	\$ 10,650
19	Irrigation and Landscaping	LS	1	\$ 5,000.00	\$ 5,000
20	Extra Work	LS	1	\$ 5,000.00	\$ 5,000

This estimate does not include costs associated with curb, gutter, and sidewalk frontage improvements along Soquel Drive which will be funded separately. The estimate for the contract total for these improvements is \$40,000

Contract Total	\$ 235,030
Contingencies	\$ 6,000
Subtotal	\$ 241,030
Survey Staking & Construction Inspection	\$ 20,000
Permits	\$ 5,000
Geotechnical Report	\$ 5,000
Drainage Fees (\$0.95/s.f. of added pavement area)	\$ 8,700
Subtotal	\$ 279,730
Overhead 7%	\$ 19,581
Project Total	\$ 299,311



PRELIMINARY (NOT FOR CONST)

**Report to the Library Joint Powers Board
Capital Project Debt Service Projections
2007/08 – 2012/13
Director Anne Turner
Board member Barbara Gorson**

Introduction:

The purpose of preparing this five year projection of capital project debt service is to determine our ability to fund prioritized capital projects. These projections can be used to assist the Board and Library management to set multi year priorities and strategies and to provide input when developing the annual budget.

It is recommended that the debt projections be updated every three years -- sooner if there are significant known changes to the assumptions used in these projections.

Current projections were prepared in consultation with Sandra Benoit, City of Santa Cruz Director of Finance. It is important to remember that these projections are an estimate.

Methodology and Assumptions:

The prioritized capital projects list from June 2007 (supplemented with the most recent project cost information) was used in determining potential debt service projections. Current City of Santa Cruz borrowing rates were applied. Because there are minimal differences in the annual cost of the debt due to the length of the borrowing period (e.g. 15 years or 30 years), we used the same cost for each project. The annual cost per \$1,000,000 financed is approximately \$62,000 based on current borrowing rates of 4 – 4.5%.

Results:

The total cost of servicing debt on branch replacement or expansion projects is \$350,000 to \$500,000 per year, depending on the level of financing the Felton branch replacement might require.

There is a risk that based on the timing of securing the debt, building costs as well as interest rates could be higher, resulting in a significant increase in debt servicing costs.

Given the potential shortfall we may face in covering operating expenses, the Board will need to consider tradeoffs and strategies to move ahead with capital needs.

In order to consider alternative approaches, it may help to translate these costs into daily operating expense terms we all understand.

- Based on our 2008/09 operating expense projections, it will cost the library system \$553 per hour for each open hour or \$246,000 per week to stay open and continue to provide the current level of service and materials.
- The debt service on \$1,000,000 equals the cost of 112 open hours per year or 2.2 per week.
- Additionally, the debt service on \$1,000,000 equals the cost of approximately $\frac{3}{4}$ of an FTE or 5.6% of our materials budget.

Of course, there is never a one to one tradeoff as a decrease in one expense impacts other areas of the library. Solutions will need to take this complexity into account, but this information may be a starting point.

Finally, it is likely that the completion of these capital projects will result in the need for increased operating costs and we should consider those needs when developing our plans.

SDEBTPROJ.RPT

**SANTA CRUZ CITY COUNTY LIBRARY SYSTEM
CAPITAL PROJECT DEBT SERVICE PROJECTIONS**

PROJECT	FUNDING SOURCE	AMOUNT FINANCED	ANNUAL COST	2008-09	2009-10	2010-11	2011-12	2012-13
Aptos Parking Lot	Reserves	300,000		300,000				
Felton Brch Replacement partial cost at 100% of cost	Bonds/Debt	2,000,000 4,500,000	124,000 279,000			124,000 279,000	124,000 279,000	124,000 279,000
Central Branch Changes	Bonds/Debt	500,000	31,000			31,000	31,000	31,000
Aptos Branch Expansion	Bonds/Debt	2,000,000	124,000			124,000	124,000	124,000
Scotts Valley Add	Bonds/Debt	1,125,000	69,750			69,750	69,750	69,750
TOTAL AT PARTIAL COST		5,925,000	348,750			348,750	348,750	348,750
TOTAL AT FULL COST		8,425,000	503,750	300,000		503,750	503,750	503,750

Assumptions:

The cost of borrowing money is \$62,000 per \$1,000,000 annually

Construction costs are estimated at \$450 per square foot

The length of the bonds would be 15 - 30 years, but we are projecting out for the same time period as our operation expense projection

NOTES ON THE LIBRARY FINANCIAL PROJECTIONS

LIBRARY SYSTEM SHARE OF TOTAL REVENUES

Based on population figures set by State, the decline in the Santa Cruz Library System share of the population has averaged .17% annually. Therefore Library System share of revenues is projected to decline at this rate.

BASELINE REVENUE PROJECTIONS

- Sales Tax is projected to increase 3% each year.
- The contributions of the Cities of Santa Cruz and Watsonville are fixed.
- The County Library Fund (property tax) is projected to increase 5% each year.
- It is assumed that the State Public Library Foundation appropriation will remain at the FY 2007-08 actual of \$79,040.
- Fines, Fees, and Bequests are projected to increase 1% each year.
- Grants and special gifts are not included.
- "Additional Revenues Available" includes the unanticipated revenues and budget savings from the previous year. These are not included in the final revenue vs expense calculations except for the current fiscal year.

BASELINE EXPENSE PROJECTIONS

The Baseline Expenses assume maintenance of the current level of service, including open hours and staffing.

- Salaries & Benefits are projected to increase 5% in 2008-09 and 2009-10, and 3% each year thereafter. This is based on the current collective bargaining unit contracts.
- Library Materials, Supplies and Services, and Capital Projects increase 2.5% each year.
- The Lease/Debt Payment is the Watsonville debt payment.

LIBRARY FINANCIAL PROJECTIONS

	2007-08	2008-09	2009-2010	2010-2011	2011-2012	2012-2013
BASELINE REVENUE PROJECTIONS						
Library System Share	77.40%	77.23%	77.06%	76.89%	76.72%	76.55%
Sales Tax	\$ 6,473,764	\$ 6,653,331	\$ 6,837,847	\$ 7,027,445	\$ 7,222,264	\$ 7,422,449
City of Santa Cruz	\$ 1,079,537	\$ 1,077,166	\$ 1,074,795	\$ 1,072,424	\$ 1,070,053	\$ 1,067,682
City of Watsonville	\$ 419,263	\$ 418,343	\$ 417,422	\$ 416,501	\$ 415,580	\$ 414,659
County Library Fund	\$ 3,645,191	\$ 3,819,044	\$ 4,001,169	\$ 4,191,959	\$ 4,391,826	\$ 4,601,199
Interest	\$ 30,960	\$ 31,889	\$ 32,845	\$ 33,831	\$ 34,846	\$ 35,891
TOTAL SCPL ALLOCATION	\$ 11,648,715	\$ 11,999,773	\$ 12,364,078	\$ 12,742,160	\$ 13,134,569	\$ 13,541,880
Public Library Fund (State)	\$ 79,040	\$ 79,040	\$ 79,040	\$ 79,040	\$ 79,040	\$ 79,040
Fines, Fees, Bequests	\$ 313,055	\$ 316,186	\$ 319,347	\$ 322,541	\$ 325,766	\$ 329,024
TOTAL BASELINE REVENUE	\$ 12,040,810	\$ 12,394,998	\$ 12,762,466	\$ 13,143,741	\$ 13,539,375	\$ 13,949,944
Additional Revenues Available	\$ 636,844	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000
TOTAL AVAILABLE REVENUE	\$ 12,677,654	\$ 12,794,998	\$ 13,162,466	\$ 13,543,741	\$ 13,939,375	\$ 14,349,944
BASELINE EXPENSE PROJECTIONS						
SALARIES & BENEFITS	\$ 8,668,469	\$ 9,101,892	\$ 9,556,987	\$ 9,843,697	\$ 10,139,008	\$ 10,443,178
LIBRARY MATERIALS	\$ 1,017,992	\$ 1,043,442	\$ 1,069,528	\$ 1,096,266	\$ 1,123,673	\$ 1,151,765
SUPPLIES & SERVICES	\$ 1,754,143	\$ 1,797,997	\$ 1,842,946	\$ 1,889,020	\$ 1,936,246	\$ 1,984,652
CAPITAL PROJECTS	\$ 121,125	\$ 124,153	\$ 127,257	\$ 130,438	\$ 133,699	\$ 137,042
SUBTOTAL	\$ 11,561,729	\$ 12,067,484	\$ 12,596,718	\$ 12,959,421	\$ 13,332,625	\$ 13,716,636
CITY ADMIN CHARGE	\$ 635,895	\$ 663,712	\$ 692,820	\$ 712,768	\$ 733,294	\$ 754,415
LEASE/DEBT PAYMENTS	\$ 52,442	\$ 50,401	\$ 48,379	\$ 46,358	\$ 44,336	\$ 42,316
TOTAL BASELINE BUDGET	\$ 12,250,066	\$ 12,781,597	\$ 13,337,917	\$ 13,718,547	\$ 14,110,255	\$ 14,513,367
OPERATING EXPENSES						
OVER/UNDER REVENUE	\$ 427,588	\$ (386,599)	\$ (575,451)	\$ (574,806)	\$ (570,880)	\$ (563,423)
(LESS ADDED REVENUE)						
OPEN HRS/WEEK	444	444	444	444	444	444
FTE REGULAR STAFF	119.63	119.63	119.63	119.63	119.63	119.63
LRRPROJ.07	SEE NOTES ATTACHED					
REV. 02/27/08						

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