

LIBRARIES FACILITIES FINANCING AUTHORITY (LFFA)

On Thursday August 1, 2024 at 9:00 AM

All LFFA Board Meetings are held in-person and open to the public. Members of the public may also view and participate in the meetings via the alternative methods provided below as a courtesy. Please note that if the Zoom or YouTube connection malfunctions for any reason, and no Board Members are attending via teleconference, the meeting will continue in-person without remote access.

Public Viewing:

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

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

Public Participation:

Member of the public may provide public comments to the Board in-person during the meeting for any item on the agenda or within the subject matter jurisdiction of the Board. Any public comment for a specific item on the agenda must be received prior to the close of the public comment period for that item.

Any person who is not able to attend in-person may submit a written comment as indicated below. Submitted written public comments will be included as part of the record of the meeting, either in Written Correspondence or in the Minutes, depending on when received by staff. Please be aware that the Board will not accept comments via Zoom nor read aloud written comments during the meeting.

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

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

- Identify the agenda item number in the subject line of the email.
- Emailed comments should be a maximum of 500 words, which corresponds to approximately 3 minutes of speaking time.

All correspondences and written comments received prior to 12:00 p.m. on the Wednesday preceding a Board Meeting will be distributed to Board members to review prior to the meeting with the published Agenda packet. Written comments submitted after the Agenda and packet have been published will be distributed as Additional Materials at the commencement of the meeting.

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



SANTA CRUZ LIBRARIES FACILITIES FINANCING AUTHORITY (LFFA) REGULAR BOARD MEETING AGENDA

THURSDAY AUGUST 1, 2024

9:00 A.M.

In-Person Location:
Live Oak Annex
979 17th Ave., Santa Cruz, CA 95062

PLEASE NOTE:

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

Agenda and Agenda Packet Materials: The LFFA agendas and the complete agenda packet containing public records, which are not exempt from disclosure pursuant to the California Public Records Act, are available for review on the website: www.santacruzpl.org and at Library Headquarters, located at 117 Union Street, Santa Cruz, California, during normal business hours.

Agenda Materials Submitted after Publication of the Agenda Packet: Pursuant to Government Code §54957.5, public records related to an open session agenda item submitted after distribution of the agenda packet are available at the time they are distributed or made available to the legislative body on the website at: www.santacruzpl.org and are also available for public inspection at Library Headquarters, 117 Union Street Santa Cruz, California, during normal business hours, and at the LFFA meeting.

Need more information? Contact clerk's office at 831-427-7700 ext. 7618.

1. CALL TO ORDER / ROLL CALL

Board Members Matt Huffaker, Mali LaGoe, Jamie Goldstein and Carlos Palacios

2. ADDITIONAL MATERIALS

Additional information submitted after distribution of the agenda packet.

3. ADDITIONS AND DELETIONS TO AGENDA

4. PUBLIC COMMENT

Any member of the community may address the Board during this Public Comment period on any matter included on today's agenda or on any topic not on today's agenda but within the subject matter jurisdiction of the Board. Please note, however, that for non-agendized items, the Board is not able to undertake extended discussion or take any action today without notice. Such items may be referred to staff for appropriate action, such as individual follow-up or placement on a future agenda. If you intend to address a subject or item that is on the Agenda, please hold your comments until that item is before the Board so that we may properly address all comments on that subject at the same time. In general, 3 minutes will be permitted per speaker during Public Comment; A MAXIMUM of 30 MINUTES is set aside for Public Comment at this time.

5. LIBRARY DIRECTOR REPORT

Library Director's Report for August 2024 (p.5-7)

6. CONSENT CALENDAR

A. Consider the June 6, 2024, LFFA Board Meeting Minutes

Staff Recommendation: Approve Board Meeting Minutes for June 6, 2024 (p.8-10)

B. Special Tax Bond Quarterly Financial Reports as of June 30, 2023

Staff Recommendation: Accept and file the attached financial statements of the Community Facilities District No. 2016-1 as of June 30, 2024. (p.11-13)

All items listed in the "Consent Calendar" will be enacted by one motion in the form listed below. There will be no separate discussion on these items prior to the time the Board votes on the action unless members of the public or the Board request specific items to be discussed for separate review. Items pulled for separate discussion will be considered following General Business.

7. GENERAL BUSINESS

Other Business items are intended to provide an opportunity for public discussion of each item listed. The following procedure is followed for each Business item: 1) Staff explanation; 2) Board questions; 3) Public comment; 4) Board deliberation; 5) Decision.

8. PROJECT UPDATES AND COMMENTS BY BOARD MEMBERS

9. SCHEDULED UPCOMING MEETINGS

November 7, 2024	Downtown Branch Library	Anticipated Upcoming Agenda Items
9:00 am	224 Church Street, Santa Cruz	<ul style="list-style-type: none">Quarterly Reports

10. ADJOURNMENT

Adjourned to a Regular Meeting of the Libraries Facilities Financing Authority (LFFA) to be held on Thursday November 7, 2024 at 9:00 a.m. at the Downtown Branch Library, 224 Church Street, Santa Cruz, CA 95060.

11. WRITTEN CORRESPONDENCE

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August 1, 2024



Library Director's Report to the LFFA

APTOS: Reopened on February 4th 2024!

The 8,000 sf building, built in 1975, suspended services in June 2021. Demolition took place on May 18, 2022 with a formal groundbreaking on June 11, 2022. The new 12,000 sf library features flexible community, meeting and study rooms; garden and terrace areas; a local history section and display space for the Aptos History Museum; children, teen and adult reading areas; it also maximizes its energy efficiency. Project Team: Design-Build by Anderson Brule Architects and Bogard Construction; Project Management and Administration by Santa Cruz County Department of Public Works Capital Projects Division.

BOULDER CREEK: Construction Complete Complete Interior remodel of the existing 4,500 sf library includes new infrastructure (HVAC, plumbing, entry, electrical, and lighting); upgrades throughout to comply with accessibility standards and increased exterior lighting of the parking lot; complete redo of the children's area; renovation of the main room and meeting room. Project Team: Design by Jayson Architecture; Construction by CRW builders; Construction Management by Bogard Construction, Project Management and Administration by Santa Cruz County Department of Public Works Capital Projects Division. Currently, the Library is researching costs for a natural gas generator. The intent with the generator is to have the Library serve as a community resource center. The Library reopened May 7, 2022. Courtesy of Supervisor McPherson's office, a seasonal sun-shade project for the amphitheater is underway. The sun-shade project is tentatively dated to be completed by the end of September 2024.

BRANCIFORTE: Construction Complete

The renovation builds on the character of this iconic mid-century building (1967), refreshing the 6,800 SF interior for improved flexibility, function, and accessibility with areas for adult reading, children, and teens; electrical and telecommunication upgrades; the project also includes the development of a new community room and a children's outdoor patio. Design by Jayson Architecture; JPB Designs builder; construction management by Bogard. The library reopened on May 13, 2023.

CAPITOLA: Construction Complete

The previous temporary facility has been replaced with a stunning new 11,700 sf library. The new branch opened to the public in June and is already quite busy. A hub for community activity, the new library features a large meeting room, expanded children's wing, study and reading rooms, outdoor deck, fireplace and teen space. An energy efficient design makes this one of the greenest buildings in the Library system. The new library opened June 12, 2021.

DOWNTOWN SANTA CRUZ: The library at 224 Church Street remains open.

City of Santa Cruz is preparing for the final bond issuance for the new Downtown Library and Affordable Housing Project (DLAHP). The project team continues to work on Construction Documents that will lead to a building permit application in April/May of 2024. The DLAHP located at Cedar and Lincoln Street (Parking Lot 4) incorporates a new 41,000+ square foot facility with a large community room and outdoor rooftop deck, an upgraded children's programming room, teen room, and special collections room for genealogy and local history. The affordable housing component features 124 units of low-income housing with greenspaces, 243 parking spaces, and 258 bike parking spaces. Griffin Structures serves as the Owner's Representative; Eden Housing and For the Future Housing are the affordable housing developer team; Jayson Architecture is

the master architect for the Library components. Construction is set to begin in early 2025, with completion in late 2027. For project information visit: www.cityofsantacruz.com/downtownlibraryaffordablehousing

FELTON: Construction Complete

The Felton Library branch operated for nearly 60 years in a historic church building; a charming, but not a modern library. The first Measure S project to be completed, the new 9,000 sf branch located on 2 acres of land connects to the Felton Discovery County Park. This stunning space includes comfortable reading areas, free computers/WiFi, teen and children's areas, community room and adjacent discovery park. Teall Messer architect, Noll and Tam interior, Thompson Builders contractor. The Library opened in February 22, 2020.

GARFIELD PARK: Construction Complete

The renovation brought new life to the historic 2,300 sf Carnegie library building (1915) with refreshed and cohesive design. Features include central seating area around the fireplace, children's area, a more open plan, better use of windows for natural light, meeting room and refreshed outdoor space. Design by Jayson Architecture; CRW builders, construction management by Bogard. The Library reopened on June 11, 2022. The Library was closed January 23 and 24, 2023 to make minor repairs to the floor. The new interior Branch sign was installed in September 2023.

LA SELVA BEACH: Construction Complete

The project included replacement of dilapidated interior finishes plus new lighting, electrical, and mechanical systems. Sliding glass wall between the adult and children's areas improves acoustics, lighting and flexibility. Lounge seating areas are provided for both children and adults for reading, tutoring and community programs; and an expanded deck increases usable outdoor space. Jayson Architecture design, C2Builders construction. Renovation completed March 20, 2021. The long awaited installation of a glass awning over the Florido Avenue entrance is underway and should be completed by August 2024.

LIVE OAK: Construction Complete

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

LIVE OAK ANNEX: Construction began April 2022

The new Library Annex is attached to the Simpkins Swim Center. It provides a Library programming room and individual study rooms for patrons. Design by Noll and Tam; CRW builders, construction management by Bogard. The Santa Cruz Board of Supervisors selected team Sobrante dba ARTful Catalyst LLC on January 10, 2023, to provide the public art for the Live Oak Library Annex project. The public artwork "the Letters" by Artists David and Soo Choi was installed in June. The two artists collaborated on the fabrication of the seven-foot tall, welded-steel sculpture, composed of over 1,000 individually cut letters which form a crouching figure in the process of picking up words. Construction delays continue on the wrap of the roof's exterior. Some Library programming has begun at the Annex and the County began managing the free reservations of the study rooms in June.

SCOTTS VALLEY: Construction Complete

This 13,150-sf library was opened in 2011 with design by Group 4, transforming a previous roller rink with contemporary library features such as flexible space, dedicated areas for children, teens and adults, community room and courtyard. A new roof, HVAC system, and parking lot repairs page 7 were completed in early 2021; seismic and operational upgrades were made. The Grand Reopening of the Scotts Valley Library branch took place August 6, 2022. Additional work to provide a brighter lighting solution and relocate the thermostat to the community room occurred in early October.

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



**SANTA CRUZ PUBLIC LIBRARIES
A CITY-COUNTY SYSTEM**

**SANTA CRUZ LIBRARIES FACILITIES FINANCING AUTHORITY
(LFFA)**

In person and online provided meeting

**REGULAR MEETING MINUTES
THURSDAY JUNE 6, 2024**

9:00 A.M.

1. ROLL CALL

PRESENT: Carlos Palacios, Jamie Goldstein, Mali LaGoe, Laura Schmidt
STAFF: Eric Howard, Interim Library Director

2. ADDITIONAL MATERIALS

None

3. ADDITIONS AND DELETIONS TO AGENDA

The Agenda of June 6, 2024 was approved by consensus.

4. ORAL COMMUNICATION

A member of the public spoke about censorship in libraries.

A member of the public, Marilyn Garrett, spoke about Wifi in the library.

A member of the public spoke about a number of books that would be of value to the community if carried by the library.

5. LIBRARY DIRECTOR REPORT

A. Library Director's Report – June 6, 2024

Interim Library Director Eric Howard presented his report on the recent activities of the libraries and the status of facilities.

6. CONSENT CALENDAR

RESULT: APPROVED CONSENT CALENDAR

- A. Approved Minutes of May 2, 2024.
- B. Approved adjustment to Libraries Facilities Financing Authority (LFFA) Proposed 2024-25 General Fund Budget to increase Property Tax Collection Fees and decrease Accounting and Auditing Fees by \$45,000 and adopted attached budgets as amended. [UNANIMOUS]

MOVER: Carlos Palacios
SECONDER: Mali LaGoe
AYES: Palacios, Goldstein, LaGoe, Schmidt

7. GENERAL BUSINESS

- A. Presentation by Brian Borguno and Bonnie Lipscomb: Plans for supporting the completion of the Downtown Branch Library.

The Board members asked a number of questions regarding the Downtown Branch project.

A member of the public, Judi Grunstra, inquired about the funding for the project.
A member of the public, Marilyn Garrett, commented on the impact of Wifi and the use of QR codes on persons with disabilities and expressed her disapproval for the project.
A member of the public commented on the high cost of parking in Downtown.

- B. Libraries Facilities Financing Authority Bond Capacity

Edith Driscoll, LFFA Treasurer/Controller, presented the report and she and Suzanne Harrell from Harrell & Company Advisors, LLC responded to a number of questions from Board members.

A member of the public, Judi Grunstra, made a comment regarding Measure S funds.
A member of the public, Marilyn Garrett, made a comment regarding the overall costs.

RESULT: Accepted and filed report on the Libraries Facilities Financing Authority (LFFA) bond capacity status.
[UNANIMOUS]

MOVER: Carlos Palacios
SECONDER: Mali LaGoe
AYES: Palacios, Goldstein, LaGoe, Schmidt

8. PROJECT UPDATES AND COMMENTS BY BOARD MEMBERS

None

9. SCHEDULED UPCOMING MEETINGS

10. ADJOURNMENT

The Libraries Facilities Financing Authority (LFFA) adjourned at 9:53 a.m. to the Regular Meeting on Thursday August 1, 2024 at 9:00 a.m. at the Live Oak Annex, 979 17th Ave., Santa Cruz, CA 95062

11. WRITTEN CORRESPONDENCE

None

ATTEST: _____
Helga Smith, Clerk of the Board

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

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



STAFF REPORT

AGENDA: August 1, 2024
TO: Libraries Facilities Financing Authority Board
FROM: LFFA Treasurer-Controller
RE: Special Tax Bond Quarterly Financial Reports as of June 30, 2023

RECOMMENDATION

Accept and file the attached financial statements of the Community Facilities District No. 2016-1 as of June 30, 2024.

DISCUSSION

The attached statements provide your Board with a summary of the activity and balances for funds held in trust at Bank of New York as well as an accounting of bond and special tax distributions as of June 30, 2024.

The first attachment, Improvement Fund Activity and Balances of Member Accounts Held in Trust at Bank of New York as of June 30, 2024, provides your Board with an accounting of the funds received into member trust accounts and distributed to members from both the 2017 and the 2020 bond issuances. As of June 30, 2024, the total balance in trust accounts with Bank of New York for these funds is \$707,355.88.

The 2017 Special Tax Bond was sold in June 2017. As of June 30, 2024, all 2017 bond funds have been drawn down to reimburse eligible expenditures. The remaining \$0.89 is interest income.

The second attachment, Member Distribution Summary as of June 30, 2024, provides your Board with an accounting of the \$40,962,660 total bond proceeds received from the two bond issuances as well as a reporting of the \$22,024,277 special tax that has been allocated to each member. Because the City of Capitola and the County of Santa Cruz have received their full distribution amounts the special tax remaining after debt payments are made will be distributed only to the City of Santa Cruz and the City of Scotts Valley until they also reach their maximum distribution amount through either bond proceeds or special tax payments.

Attachment #1 – Improvement Fund Activity and Balances of Member Accounts Held in Trust of Bank of New York

Attachment #2 – Member Distribution Summary

SANTA CRUZ LIBRARIES FACILITIES FINANCING AUTHORITY

Community Facilities District No. 2016-1

2017 & 2020 Special Tax Bonds

Improvement Fund Activity and Balances of Member Accounts Held in Trust at Bank of New York

As of June 30, 2024

Summary of activity and account balances of bond funds held in trust at Bank of New York

Description	Santa Cruz Cnty	Santa Cruz City	Capitola	Scotts Valley	Total
2017 Bonds					
Proceeds	\$ 13,100,000.00	\$ 500,000.00	\$ 7,526,447.00	\$ 500,000.00	\$ 21,626,447.00
Excess Cost of Issuance	11,756.08	448.70	6,754.33	448.70	19,407.81
Interest	465,064.78	22,723.24	263,490.15	23,524.55	774,802.72
Available funds	13,576,820.86	523,171.94	7,796,691.48	523,973.25	22,420,657.53
Drawdowns	(13,576,820.86)	(523,171.60)	(7,796,691.48)	(523,972.70)	(22,420,656.64)
Current balance 2017 Bonds	-	0.34	-	0.55	0.89
2020 Bonds					
Proceeds	15,386,032.00	-	1,824,947.00	2,094,000.00	19,304,979.00
Excess Cost of Issuance	-	-	-	11,825.62	11,825.62
Interest	315,505.14	-	661.79	3,983.95	320,150.88
Available funds	15,701,537.14	-	1,825,608.79	2,109,809.57	19,636,955.50
Drawdowns	(14,994,183.68)	-	(1,825,608.79)	(2,109,808.04)	(18,929,600.51)
Current balance 2020 Bonds	707,353.46	-	-	1.53	707,354.99
June 30, 2024 Balance at BNY:	\$ 707,353.46	\$ 0.34	\$ -	\$ 2.08	\$ 707,355.88

**Santa Cruz Libraries Facilities Financing Authority
 Community Facilities District No. 2016-1
 Maximum Distribution Amounts & Member Distribution History
 As of June 30, 2024**

Modified authorized distribution amounts and member balances.

Object Code	Member	Original Distribution Percentage	Authorized Distribution Amount	Bond Proceeds	Special Tax Distribution	Total Distributions	Balance to Distribute	Modified Distribution Percentage
75236	City of Capitola	12.90%	\$ 10,000,000	\$ 9,358,148	\$ 641,852	\$ 10,000,000	\$ -	0.00%
75237	City of Santa Cruz	40.32%	31,250,000	500,449	16,431,492	16,931,941	14,318,059	98.66%
75238	City of Scotts Valley	4.84%	3,750,000	2,606,275	948,721	3,554,996	195,004	1.34%
75239	County of Santa Cruz	41.94%	32,500,000	28,497,788	4,002,212	32,500,000	-	0.00%
	Total	100.00%	<u>\$ 77,500,000</u>	<u>\$ 40,962,660</u>	<u>\$ 22,024,277</u>	<u>\$ 62,986,937</u>	<u>\$ 14,513,063</u>	