

DIXON PUBLIC LIBRARY
GOVERNING BOARD OF LIBRARY TRUSTEES
AGENDA: SPECIAL MEETING

4:45 P.M., Thursday, November 19, 2020

Zoom Virtual Meeting

1. CALL TO ORDER

2. ESTABLISH QUORUM/ROLL CALL

2.a. Roll Call of Trustees:

Caitlin O'Halloran, President

Jewel Fink, Vice President

Melissa Maseda, Clerk

Luke Foster, Member

Lloyd McCabe, Member

Staff: Bonnie Katz, Director of Library Services, Solano County Library

3. APPROVAL OF AGENDA

3.a. Approval of November 19, 2020 Agenda

Motion made by _____

Second _____

Ayes _____ Noes _____

4. PUBLIC COMMENT (Items on the agenda only)

Consistent with Executive Order N-29-20 from the Executive Department of the State of California and the Shelter in Place Order, the Dixon Public Library Governing Board of Library Trustees is not physically open to the public, and the meeting is held via teleconference.

PUBLIC COMMENTS: To submit public comments, please see the option below.

Join Zoom Meeting

<https://us02web.zoom.us/j/87295247670>

Meeting ID: 872 9524 7670

One tap mobile

+16699006833,,87295247670# US (San Jose)

+12532158782,,87295247670# US (Tacoma)

The moderator will recognize you for the discussion at the appropriate time. Speakers will provide their name to the Governing Board after which the speaker will have five (5) minutes to speak.

NOTICE TO PUBLIC

Items on the agenda-Any member of the public wishing to speak to items on the agenda may do so during the PUBLIC COMMENT period identified in this agenda.

5. NEW BUSINESS

5.a. Receive and accept the 2019/20 Public Facilities Fee Impact Report

(attachment)

Motion made by _____

Second _____

Ayes _____ Noes _____

6. ADJOURNMENT

Motion made by _____

Second _____

Ayes _____ Noes _____

Time _____

Pursuant to Government Code Sections: 54953.2, 54954.1, 54954.2, individuals with disabilities who require alternative formats of the agenda and related meeting materials and/or auxiliary aides/services to participate in the meeting should please contact the Library at 707-678-5447.

**Dixon Public Library District
2019/20 Public Facilities Fee Impact Report
Prepared for Solano County Public**

In accordance with Governmental Code Section 66006 (b) (1) and (2), the Dixon Public Library District (the "District") provides the following report on the District's Fiscal Year (FY) 2019/20 Public Facilities fee (PFF) to the Solano County Board of Supervisors to review and accept.

A. DISCRIPTION OF THE TYPE OF FEE

The Public Facilities Fee (PFF) is used to fund future public facilities and improvements needs caused by development within Solano County. The fee is comprised of several key county functions, including:

- Public Protection (Including Courts)
- Health and Social Services
- Library – fee revenues are used to expand library buildings, book holdings, audio/visual and computer equipment, and automation systems.
- General Government
- Transportation

B. AMOUNT OF THE PUBLIC FACILITIES FEE SUMMARY

Dixon Public Library District (effective February 8, 2016)	
Residential	Impact Fee per dwelling unit
Single Family Housing	\$ 968
Multi-Family Housing	\$ 875
Second/Accessory Unit	\$ 341
Nonresidential	Impact Fee per 1,000 building sq. ft.
Retail / Commercial	\$.07
Office	\$.11
Industrial	\$.05
Warehouse / Distribution	\$.01

C. BEGINNING AND ENDING OF THE ACCOUNT OR FUND

Fund 428 - 2019/20 Fiscal Year*	
Beginning Fund Balance	818,453.12
Transfer in of Prior Year Fee Collection	96,310.36
Interest Income less Treasury Fee	18,102.97
Less inter-fund transfer	31,000.00
Balance forward	901,866.45
* Numbers prepared by Solano County	

D. AMOUNT OF FEES COLLECTED AND INTEREST EARNED

Transfer in of Prior Year Fee Collection	96,310.36
Interest Income less Treasury Fee	18,102.97
*Numbers prepared by Solano County	

E. IDENTIFICATION OF EACH PUBLIC IMPROVEMENT ON WHICH FEES WERE EXPENDED: THE AMOUNT OF EXPENDITURES FOR EACH IMPROVEMENT AND TOTAL PERCENTAGE IF THE COST OF THE PUBLIC IMPROVEMENT THAT WAS FUNDED WITH THE REPORTABLE FEE

Fund 428 - 2019/20 Public Improvement Identification				
	Total Project Cost	Estimated Public Facility Fee Budgeted Project	Public Facility Fee Expended as of June 30, 2019	Percent of Public Facility Fee Expended to Total Cost
Property Acquisition	-0-	-0-	-0-	-0-
Construction in Progress	-0-	-0-	-0-	-0-
Consulting Costs	-0-	-0-	-0-	-0-
Other costs related to purchasing, maintaining, and improving the above properties	-0-	-0-	-0-	-0-
Legal Fees*	-0-	-0-	-0-	-0-
*Information retrieved from consultant Invoices for Facilities				

F. IDENTIFICATION OF IMCOMPLETE PROJECTS

Population of the City of Dixon and the number of people served by the library continues to grow and the library needs to expand to better serve the population growth. At the regular scheduled Library Board Meeting on November 14, 2019 the Board approved to be included in a Facility Master Planning process with Solano County Library beginning in December of 2019 to assess existing facilities and layouts, define how best to address and plan for future countywide growth in physical and virtual spaces, space planning for existing buildings, and examine frameworks for alternative service delivery models. The project is managed by Group 4 Architecture, Research + Planning Inc. (G4).

Census data from the U.S. Decennial Census

Year	Population	Growth Percentage Increase
1980	7,541	
1990	10,401	37.9%
2000	16,103	54.8%
2010 (last census)	18,351	14.0%
2016	19,806	7.9%

G. INTERFUND TRANSFER OR LOANS

No loans were made from the account.

Inter-fund transfer of \$31,000 to Solano County Library for facility master plan shared cost.

H. REFUNDS

No refunds to the current record owner/s, any unexpended fee revenues by direct payment, or temporary suspension of fee collection.

The Dixon Public Library Board of Trustees received and accepted this Report at their November 19, 2020 special Board Meeting.

Caitlin O'Halloran

Date