

**AGENDA**  
**BELVEDERE TIBURON LIBRARY AGENCY**  
**SPECIAL Meeting of Wednesday, *July 21* 2021, 6:15pm**  
Belvedere Tiburon Library  
1501 Tiburon Blvd, Tiburon, California

This meeting will be held remotely via Zoom. The meeting can be accessed beginning at 6pm at the following address: <https://us02web.zoom.us/j/81017429591?pwd=YVhUNjIUL0FwYWgyNjVldUpUdFA0UT09>

Meeting ID: 810 1742 9591      Password: 798611

**CALL TO ORDER/ROLL CALL**

1. Chair's Report – Jeff Slavitz, Agency Treasurer (2 minutes)
2. Election of Officers for Fiscal Year 2022

**OPEN FORUM**

This is an opportunity for any citizen to briefly address the Board of Trustees on any matter that does not appear on this agenda. Upon being recognized by the Chair, please state your name, address, and limit your oral statement to no more than three minutes. Matters that appear to warrant a lengthier presentation or Board consideration may be placed on the agenda for further discussion at a later meeting.

**STAFF BOARD AND COMMITTEE REPORTS**

3. Library Director's Report, - Deborah Mazzolini, Library Director (5 minutes)
4. Expansion Update – Glenn Isaacson, Project Manager (5 minutes)
5. Belvedere Tiburon Library Foundation Report – Rachael Ong, Foundation President (5 minutes)
6. Agency Preliminary Financial Statements for the Fiscal Year ended June 30, 2021, and Quarterly Treasurer's Report (5 minutes)
7. Committee Reports (5 minutes)

**CONSENT CALENDAR – 2 MINUTES**

The purpose of the Consent Calendar is to group items together which generally do not require discussion and which will probably be approved by one motion unless separate action is required on a particular item. Any member of the Agency may request removal of an item for discussion.

8. Approval of Agency Minutes of June 21, 2021
9. Approval of Agency Warrants dated June, 2021

**TRUSTEE CONSIDERATIONS**

The purpose of Trustee Considerations is to list items for discussion and potential action.

**10. Consideration of Marin Clean Energy Proposals for Solar Systems**

**11. Consideration of adoption of Resolution No. 267-2021 – Adopting the 2021/2022 Gann Appropriations Limit for the Belvedere Tiburon Library Agency**

**12. Consideration of adoption of Resolution No. 268-2021 – Adopting the 2021/2022 Gann Appropriations Limit for the Belvedere Tiburon Library Agency Community Facilities District #1995-1**

(Agenda continues on Page 2)

**AGENDA, CONTINUED**  
**BELVEDERE TIBURON LIBRARY AGENCY**  
**SPECIAL Meeting of Wednesday, *July 21* 2021, 6:15pm**  
Belvedere Tiburon Library  
1501 Tiburon Blvd, Tiburon, California

**COMMUNICATIONS & ANNOUNCEMENTS**

13. Schedule of 2021/2022 Meeting Dates

**14. CLOSED SESSION:**

**PUBLIC EMPLOYEE CONTRACT EVALUATION, per Government Code Section 54957**

**Title: Library Director**

**ANNOUNCEMENT OF ACTION TAKEN IN CLOSED SESSION, IF ANY**

**NOTICE**

***AMERICANS WITH DISABILITIES ACT***

*The following accommodations will be provided, upon request, to persons with a disability: agendas and/or agenda packet materials in alternate formats; special assistance needed to attend or participate in this meeting. Please make your request at the office of the Administrative Assistant or by calling (415) 789-2660. Whenever possible, please make your request three days in advance.*



July 14, 2021

To: Bill Smith Chair, Library Agency Members and Debbie Mazzolini,  
Library Director  
From: Glenn Isaacson, Project Manager  
Subject: Expansion Project Activity Report No. 17

**Activities Accomplished:**

Ongoing delays with plan check and inspections of the above ceiling spaces and ceiling framing has caused the emphasis to continue to be on exterior work on all sides of the building.

This work includes the mass grading for the North Parking Lot and Zelinsky Park, the extension of the median on Tiburon Blvd., the extension of the left turn lane from Tiburon Blvd. to Mar West Street and the installation of the two feet of lightweight fill in the north parking lot area.

The ceiling framing plans have been approved.

The furniture vendor has received departmental requirements.

Revised lower plaza plans have been submitted to the Town.

**Looking ahead the following activities will occur in the next several weeks:**

Above-ceiling inspections should conclude.

Electric and data cabling will continue to be pulled.

Dry wall and light fixture installation will occur at ceilings.

Completion of off-site improvements in Tiburon Blvd. for the elongation of the left turn lane from Tiburon Blvd. into Mar West Street and the restoration of the median strip.

The placement of the remaining stockpile of soil on-site.

Fine grading for the North Parking lot and relocated Zelinsky Park will commence and trenching for electric conduits, irrigation systems and curbs and gutters etc. will be installed.

The furniture vendor will present room lay-outs for approval.

Working out all the details of the migration of staff, furniture, and books to the "new" spaces to turn over the existing building to the Contractor to perform the interior refurbishing work in the existing building.

**Longer term activities include:**

Commissioning the new electric service.

Installation of re-routed AT+T and comcast services in new computer room.

Commencement of finishes, installation of doors and casework at the interior.

**Overview:**

The revised Total Development Cost Budget of \$17,685,000 holds and the authorized Contractor Change Orders are being issued.

Please note that the proposed additional scope items such as Solar panels and battery storage, emergency generation and unforeseen conditions are not included in the Project Budget.

The projected date for initial occupancy of the expansion space by staff is now August and occupancy of the completed project is now moved to January/February 2022.

END.

**Belvedere-Tiburon Library Agency**  
**Statement of Revenues**  
**Period Ending June 30, 2021**

	FY 2020-21			FY 2019-20		
	Budgeted	YTD Actual	%	Budgeted	YTD Actual	%
<b>GENERAL FUND</b>						
Basic Library Tax	\$ 2,067,703	\$ 2,008,508	97.1%	\$ 1,967,372	\$ 1,997,104	101.5%
Parcel Tax	\$ 275,000	\$ 263,135	95.7%	\$ 275,000	\$ 277,360	100.9%
ERAF	\$ 400,000	\$ 505,043	126.3%	\$ 400,000	\$ 519,786	129.9%
Grants	\$ 62,820	\$ 34,475	54.9%	\$ 202,194	\$ 62,912	31.1%
Desk Revenue Sales & Fines	\$ 6,929	\$ -	0.0%	\$ 20,739	\$ 9,831	47.4%
Interest Income	\$ 31,329	\$ 18,994	0.0%	\$ 54,300	\$ 65,546	120.7%
Misc. Other Revenue	\$ 2,931	\$ 4	0.0%	\$ 4,264	\$ 2,932	0.0%
<b>TOTAL GENERAL FUND</b>	<b>\$ 2,846,712</b>	<b>2,830,158</b>	<b>99.4%</b>	<b>\$ 2,923,869</b>	<b>\$ 2,935,471</b>	<b>100.4%</b>
<b>DEBT SERVICE</b>						
Principal Repayment	\$ (80,000)	\$ (80,000)	100.0%	\$ (75,000)	\$ (75,000)	100.0%
Bond Interest	\$ (37,500)	\$ (37,500)	100.0%	\$ (42,150)	\$ (42,150)	100.0%
Fiscal Agent Fees	\$ (12,500)	\$ (9,243)	73.9%	\$ (11,000)	\$ (11,489)	104.4%
<b>TOTAL DEBT SERVICE</b>	<b>\$ (130,000)</b>	<b>\$ (126,743)</b>	<b>97.5%</b>	<b>\$ (128,150)</b>	<b>\$ (128,639)</b>	<b>100.4%</b>
<b>TOTAL REVENUE AFTER DEBT SERVICE</b>	<b>\$ 2,716,712</b>	<b>2,703,415</b>	<b>99.5%</b>	<b>\$ 2,795,719</b>	<b>\$ 2,806,832</b>	<b>100.4%</b>

<b>Percent of Year Complete</b>	<b>100.0%</b>
---------------------------------	---------------

- (1) Basic and Parcel Tax Revenue 55% of tax revenue is received in December  
45% of tax revenue is received in April
- (2) ERAF 54% of ERAF revenue is received in January  
46% of ERAF revenue is received in June
- (3) BTLF Grants Endowment grant is received in September  
Corner Books and Annual Appeal grants are received in June

**Belvedere-Tiburon Library Agency**  
**Statement of Expenditures**  
**Period Ending June 30, 2021**

6-2

	FY 2020-21			FY 2019-20		
	Budgeted	YTD Actual	%	Budgeted	YTD Actual	%
<b>GENERAL FUND</b>						
Personnel	\$ 1,964,336	\$ 1,917,647	97.6%	\$ 1,739,548	\$ 1,917,748	110.2%
Collection and Circulation Resources	\$ 289,670	\$ 258,729	89.3%	\$ 278,725	\$ 265,275	95.2%
Technology Services (4)	\$ 111,300	\$ 103,954	93.4%	\$ 114,700	\$ 55,629	48.5%
Services & Supplies (6)	\$ 105,500	\$ 56,032	53.1%	\$ 89,300	\$ 83,737	93.8%
Building Expenses (5)	\$ 158,909	\$ 134,780	84.8%	\$ 162,145	\$ 120,481	74.3%
Agency Administration	\$ 61,420	\$ 49,858	81.2%	\$ 55,920	\$ 64,188	114.8%
<b>TOTAL GENERAL FUND</b>	<b>\$ 2,691,135</b>	<b>2,521,000</b>	<b>93.7%</b>	<b>\$ 2,440,338</b>	<b>\$ 2,507,059</b>	<b>102.7%</b>
<b>ADDITIONS &amp; IMPROVEMENTS</b>						
Technology & Equipment	\$ 8,000	\$ -	0.0%	\$ 8,000	\$ -	0.0%
Building Furniture & Fixtures	\$ 10,000	\$ -	0.0%	\$ 20,000	\$ -	0.0%
<b>TOTAL ADDITIONS &amp; IMPROVE</b>	<b>\$ 18,000</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ 28,000</b>	<b>\$ -</b>	<b>0.0%</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>\$ 2,709,135</b>	<b>\$ 2,521,000</b>	<b>93.1%</b>	<b>\$ 2,468,338</b>	<b>\$ 2,507,059</b>	<b>101.6%</b>
<b>NON-OPERATING EXPENSES</b>						
Transfer to Bldg Maintenance Res	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
Use Building Reserve	\$ -	\$ -		\$ -	\$ -	
<b>TOTAL NON-OPERATING EXP</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
<b>EXPANSION ACTIVITY</b>						
Expansion Funds Income (7)	\$ 13,000,000	\$ 6,665,000	51.3%	\$ 7,000,000	\$ 800,025	11.4%
Less: Expansion Expenditures (7)	\$ 13,000,000	\$ 6,680,810	51.4%	\$ 7,000,000	\$ 860,789	12.3%
<b>NET EXPANSION ACTIVITY</b>	<b>\$ -</b>	<b>\$ (15,810)</b>		<b>\$ -</b>	<b>\$ (60,764)</b>	

<b>Percent of Year Complete</b>	<b>100.0%</b>
---------------------------------	---------------

- |                                  |   |
|----------------------------------|---|
| (4) Technology Services          | Annual MARINet charge is paid in the Fall. There are other small MARINet expenses paid throughout the year  |
| (5) Building Expenses            | Building and Liability insurance is paid in September   |
| (6) Public Relations and Postage | Three to Four newsletters are done annually: Fall, Winter, Spring, and Special Issue (if appropriate). Costs in the Public Relations and Postage line items show an increase at those times |
| (7) Expansion Activity           | Transfer of Funds from Foundation can be a slight timing difference across fiscal year from the timing of related expenditures.   |

BELVEDERE TIBURON LIBRARY AGENCY  
PRELIMINARY CASH BASIS DETAIL BUDGET TO ACTUAL COMPARISON INCOME STATEMENT  
YEAR ENDED JUNE 30, 2021

6-3

		ANNUAL BUDGET	CURRENT MONTH	YEAR TO DATE	% OF BUDGET	BUDGET REMAINING
<b>REVENUES</b>						
Revenue						
Basic Library Tax	5010	2,067,703.00	31,757.00	2,008,508.00	97.13%	59,195.00
Parcel Tax	5020	275,000.00	0.00	263,135.00	95.68%	11,866.00
ERAF	5025	400,000.00	0.00	505,043.00	126.26%	(105,043.00)
Book Grants - Library Socie	5032	60,000.00	0.00	0.00	0.00%	60,000.00
Grants - Restricted Endown	5036	2,820.00	34,475.00	34,475.00	1,222.51%	(31,655.00)
Book Fines and Reserves	5040	2,640.00	0.00	0.00	0.00%	2,640.00
Book Sales	5050	4,289.00	0.00	0.00	0.00%	4,289.00
Other Revenues	5065	2,147.00	0.00	0.00	0.00%	2,147.00
Copier Fees	5070	754.00	0.00	0.00	0.00%	754.00
E-Scrip Revenue	5090	30.00	0.00	4.00	14.30%	26.00
Interest Income	5099	31,329.00	115.00	18,994.00	60.62%	12,335.00
Total Revenue		2,846,712.00	66,348.00	2,830,158.00	99.42%	16,554.00
Debt Service						
Debt Service - Interest	8910	(37,500.00)	0.00	(37,500.00)	100.00%	0.00
Debt Service - Principal	8915	(80,000.00)	0.00	(80,000.00)	100.00%	0.00
Fiscal Agent Fees	8920	(12,500.00)	0.00	(9,243.00)	73.94%	(3,257.00)
Total Debt Service		(130,000.00)	0.00	(126,743.00)	97.49%	(3,257.00)
Total REVENUES		2,716,712.00	66,348.00	2,703,415.00	99.51%	13,297.00
<b>EXPENDITURES</b>						
Personnel						
Salaries & Wages	7010	1,299,486.00	112,478.00	1,336,409.00	102.84%	(36,923.00)
Medical Reimbursement	7015	27,968.00	2,441.00	28,628.00	102.35%	(660.00)
Part Time Salaries & Wages	7020	163,166.00	4,593.00	60,668.00	37.18%	102,498.00
PERS Retirement Benefits	7100	251,688.00	15,015.00	255,851.00	101.65%	(4,164.00)
PERS Insurance Benefits	7110	177,723.00	15,940.00	188,393.00	106.00%	(10,670.00)
Workers Comp Insurance	7120	5,384.00	0.00	6,496.00	120.66%	(1,112.00)
Insurance	7125	4,795.00	0.00	5,673.00	118.32%	(879.00)
Payroll Tax Expense	7130	31,326.00	2,013.00	24,397.00	77.88%	6,929.00
Unemployment	7140	0.00	0.00	4,435.00	0.00%	(4,435.00)
Professional Development	7200	2,800.00	0.00	6,696.00	239.14%	(3,896.00)
Total Personnel		1,964,336.00	152,480.00	1,917,647.00	97.62%	46,689.00
Collection and Circulation Resources						
Books and other Materials	7601	120,000.00	7,475.00	105,252.00	87.70%	14,748.00
Vendor Processing Costs	7602	7,000.00	484.00	6,198.00	88.54%	802.00
Supplies for Processing	7603	3,000.00	104.00	975.00	32.51%	2,025.00
Digital Resources & Conten	7606	65,000.00	4,983.00	57,413.00	88.32%	7,587.00
MARINet	7607	94,670.00	0.00	88,891.00	93.89%	5,779.00
Total Collection and Circulation Resources		289,670.00	13,046.00	258,729.00	89.32%	30,941.00
Technology Services						
Online Services	8020	13,000.00	21.00	9,745.00	74.96%	3,255.00
Equipment Repair and Maint	8030	5,000.00	0.00	0.00	0.00%	5,000.00
Computers & Peripherals	8035	27,500.00	25.00	322.00	1.16%	27,178.00
Technical Support	8040	25,000.00	2,263.00	9,469.00	37.87%	15,531.00
Telecommunications	8050	2,000.00	0.00	323.00	16.14%	1,677.00
IT Infrastructure	8070	5,000.00	828.00	15,652.00	313.04%	(10,652.00)
Website Maintenance	8071	20,000.00	125.00	68,039.00	340.19%	(48,039.00)
Robotics	8080	9,000.00	178.00	404.00	4.49%	8,596.00
Technology Training	8090	4,800.00	0.00	0.00	0.00%	4,800.00
Total Technology Services		111,300.00	3,440.00	103,954.00	93.40%	7,346.00

BELVEDERE TIBURON LIBRARY AGENCY  
PRELIMINARY CASH BASIS DETAIL BUDGET TO ACTUAL COMPARISON INCOME STATEMENT  
YEAR ENDED JUNE 30, 2021

Services & Supplies							
Copier Expense	8210	14,500.00	1,234.00	16,083.00	110.91%	(1,583.00)	
Postage Freight	8220	10,500.00	5.00	2,793.00	26.60%	7,707.00	
Public Relations	8225	23,500.00	0.00	3,736.00	15.89%	19,764.00	
Office Supplies	8230	10,000.00	96.00	12,623.00	126.22%	(2,623.00)	
Library Services Materials	8240	7,000.00	0.00	247.00	3.52%	6,753.00	
Children's Program Supplies	8250	16,000.00	1,029.00	6,672.00	41.70%	9,328.00	
Young Adult Programs	8251	7,000.00	254.00	2,085.00	29.79%	4,915.00	
Telephone	8260	11,500.00	1,045.00	11,793.00	102.54%	(293.00)	
A/V Equipment & Peripherals	8270	5,500.00	0.00	0.00	0.00%	5,500.00	
Total Services & Supplies		105,500.00	3,663.00	56,032.00	53.11%	49,468.00	
Building Expenses							
Building & Contents Insurance	8410	20,000.00	0.00	22,064.00	110.31%	(2,064.00)	
Building Maintenance	8430	15,000.00	1,388.00	27,992.00	186.61%	(12,992.00)	
Grounds Maintenance	8440	12,000.00	540.00	5,165.00	43.04%	6,835.00	
Janitorial Expense	8450	41,400.00	7,300.00	44,406.00	107.26%	(3,006.00)	
Custodial Supplies	8460	6,050.00	71.00	1,955.00	32.31%	4,095.00	
Trash	8480	3,661.00	560.00	3,580.00	97.80%	81.00	
Electricity & Gas	8490	30,575.00	0.00	13,073.00	42.75%	17,502.00	
Parking	8491	10,000.00	0.00	6,403.00	64.03%	3,597.00	
Maintenance Contracts	8492	8,000.00	0.00	1,629.00	20.36%	6,371.00	
Water	8500	8,223.00	558.00	7,322.00	89.04%	901.00	
Small Furniture & Fixtures	8501	4,000.00	0.00	1,191.00	29.77%	2,809.00	
Total Building Expenses		158,909.00	10,417.00	134,780.00	84.82%	24,129.00	
Agency Administration							
Bank Charges	8810	1,000.00	0.00	19.00	1.92%	981.00	
Credit Card Fees	8815	2,000.00	5.00	247.00	12.36%	1,753.00	
Cash (over/under)	8820	120.00	0.00	0.00	0.00%	120.00	
Accounting	8830	12,300.00	414.00	9,443.00	76.77%	2,857.00	
Auditing	8835	26,000.00	0.00	27,355.00	105.21%	(1,355.00)	
Legal Services	8840	15,000.00	4,288.00	12,574.00	83.82%	2,427.00	
Office Expenses	8850	5,000.00	0.00	220.00	4.40%	4,780.00	
Total Agency Administration		61,420.00	4,707.00	49,858.00	81.18%	11,562.00	
Total EXPENDITURES		2,691,135.00	187,753.00	2,521,000.00	93.68%	170,135.00	
NET OPERATING REVENUE		25,577.00	(121,406.00)	182,416.00	713.18%	(156,838.00)	
SURPLUS/(DEFICIT) FOR THE YEAR		25,577.00	(121,406.00)	182,416.00	713.18%	(156,838.00)	



**Belvedere Tiburon Library Statement of Changes in Cash  
For the Year ended June 30, 2021**

<b>CASH at Fiscal Year End June 30, 2020</b>	<b>\$ 4,760,067</b>
<b><u>OPERATING ACTIVITY</u></b>	
Operating Revenue	2,830,158
Debt Service	(126,743)
Operating Expenses	(2,521,000)
<b>Net Operating Income</b>	<b>182,415</b>
<b><u>RESERVE ACTIVITY</u></b>	
Expenditures from Reserves	(34,901)
<b><u>EXPANSION ACTIVITY</u></b>	
Expansion Grants Received	6,665,000
Expansion Expenditures	(6,680,811)
<b>Net Expansion Activity</b>	<b>(15,811)</b>
<b><u>BALANCE SHEET ACTIVITY</u></b>	
Net Prepaid and Receivables Activity	154,960
Net Payables and Accrued Liabilities Activity	(36,489)
<b>Net Balance Sheet Activity</b>	<b>118,471</b>
<b><u>DESIGNATED FUND ACTIVITY</u></b>	
Designated Fund Inflows	12,717
Designated Fund Outflows	(30,260)
<b>Net Designated Fund Activity</b>	<b>(17,543)</b>
Unknown	
<b>CASH at March 31, 2021</b>	<b>\$ 4,992,698</b>

	6/30/20	7/31/20	8/31/20	9/30/20	10/31/20	11/30/20	12/31/20	1/31/21	2/28/21	3/31/21	4/30/21	5/31/21	6/30/21
0-Petty Cash	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200
1-Cash in Wells Fargo Checking	\$20,459	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2-Cash in Mechanics Checking	\$295,580	\$75,091	\$92,406	\$124,571	\$73,737	\$53,784	\$290,544	\$420,377	\$238,943	\$144,115	\$134,208	\$103,735	\$284,113
3-Cash in Mechanics Building Acct	\$116,882	\$133,787	\$135,189	\$155,263	\$148,500	\$74,079	\$81,679	\$59,808	\$77,016	\$76,486	\$90,716	\$98,347	\$101,072
4-Cash with Fiscal Agent (310)	\$100,156	\$100,157	\$100,157	\$208	\$208	\$208	\$151,066	\$120,100	\$120,100	\$102,551	\$102,551	\$214,828	\$102,550
5-Cash in Mechanics Money Market	\$282,129	\$282,297	\$282,465	\$282,627	\$282,790	\$282,958	\$283,126	\$283,284	\$283,436	\$283,551	\$283,656	\$283,754	\$283,869
6-Cash in Wells Fargo Savings	\$203,725	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7-Cash in LAIF	\$3,740,936	\$4,003,645	\$3,703,645	\$3,503,645	\$3,361,596	\$3,161,596	\$3,861,596	\$3,866,695	\$3,866,695	\$3,766,695	\$3,570,894	\$4,420,894	\$4,220,894
Total Cash	\$4,760,067	\$4,595,177	\$4,314,062	\$4,066,514	\$3,867,031	\$3,572,825	\$4,668,211	\$4,750,464	\$4,586,390	\$4,373,598	\$4,182,225	\$5,121,758	\$4,992,698
Restricted Reserves:													
Building reserve	(247,238)	(316,794)	(316,794)	(316,794)	(316,794)	(316,794)	(316,794)	(316,794)	(316,794)	(316,794)	(316,794)	(316,794)	(316,794)
Insurance reserve	(50,000)	(274,540)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)
Expansion Reserve	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)
Total Restricted Reserves:	(1,297,238)	(1,591,334)	(1,566,794)	(1,566,794)	(1,566,794)	(1,566,794)	(1,566,794)	(1,566,794)	(1,566,794)	(1,566,794)	(1,566,794)	(1,566,794)	(1,566,794)
Less Restricted Funds:													
3-Cash in Building Account	(116,882)	(133,787)	(135,189)	(155,263)	(148,500)	(74,079)	(81,679)	(59,808)	(77,016)	(76,486)	(90,716)	(98,347)	(101,072)
4-Cash with Fiscal Agent (310)	(100,156)	(100,157)	(100,157)	(208)	(208)	(208)	(151,066)	(120,100)	(120,100)	(102,551)	(102,551)	(214,828)	(102,550)
Snelling Trust	(9,725)	(9,615)	(9,615)	(9,595)	(9,320)	(9,320)	(11,272)	(18,196)	(12,253)	(12,998)	(12,876)	(12,851)	(12,615)
Program Committee	6,798	6,798	6,798	6,798	6,798	6,798	6,798	6,798	6,798	6,798	6,798	6,798	6,798
Film Series	(3,857)	(3,857)	(3,857)	(3,857)	(3,857)	(3,857)	(3,857)	(3,857)	(3,857)	(3,857)	(3,857)	(3,857)	(3,857)
Tea Committee	3,426	3,426	3,426	3,426	3,426	3,426	3,426	3,426	3,426	3,426	3,426	3,426	3,426
Senior Programs	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)	(8,000)
Epstein Book Fund	(9,165)	(9,165)	(9,165)	(9,138)	(9,112)	(9,112)	(9,112)	(9,112)	(9,112)	(9,112)	(9,112)	(9,112)	(9,112)
Art Committee	(42,234)	(39,394)	(39,394)	(39,394)	(39,394)	(39,394)	(14,394)	(14,394)	(14,394)	(14,394)	(14,394)	(14,394)	(14,394)
Art Books	1,997	2,422	2,422	2,950	3,008	3,069	3,255	3,315	3,333	3,333	3,333	3,333	3,365
Credit card cash bal	43	43	43	43	43	43	43	43	43	43	43	43	43
Lost books	(13,583)	(13,583)	(13,583)	(13,583)	(13,583)	(13,583)	(13,639)	(13,639)	(13,639)	(13,441)	(13,331)	(13,303)	(13,108)
Donations Restricted for Books	(2,380)	(2,380)	(2,380)	(2,380)	(2,380)	(2,380)	(2,380)	(2,380)	(2,380)	(2,380)	(2,380)	(2,380)	(2,380)
Misc & Donations	(7,818)	(10,818)	(10,818)	(10,818)	(10,818)	(10,818)	(10,818)	(10,818)	(10,818)	(10,818)	(10,818)	(12,248)	(14,281)
Archive Project	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)	(2,000)
Total Restricted Funds	(303,536)	(320,067)	(321,469)	(241,019)	(233,897)	(159,415)	(294,695)	(248,722)	(259,969)	(242,437)	(256,435)	(377,720)	(269,737)
Cash Operating Reserve	\$3,159,293	\$2,683,776	\$2,425,799	\$2,258,701	\$2,066,340	\$1,846,616	\$2,806,722	\$2,934,948	\$2,759,627	\$2,564,367	\$2,358,996	\$3,177,244	\$3,156,167
	\$ 3,159	\$ 2,684	\$ 2,426	\$ 2,259	\$ 2,066	\$ 1,847	\$ 2,807	\$ 2,935	\$ 2,760	\$ 2,564	\$ 2,359	\$ 3,177	\$ 3,156
Cash Operating Reserve Historical Summary in 000's													
Fiscal Year	Prior FYE	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
2001-02		\$479	\$441	\$345	\$260	\$146	\$460	\$307	\$329	\$290	\$608	\$445	\$440
2002-03	\$440	\$471	\$349	\$320	\$250	\$160	\$438	\$492	\$361	\$355	\$599	\$565	\$563
2003-04	\$563	\$516	\$435	\$361	\$259	\$219	\$586	\$551	\$487	\$525	\$770	\$734	\$756
2004-05	\$756	\$737	\$608	\$515	\$431	\$315	\$723	\$620	\$574	\$476	\$850	\$875	\$938
2005-06	\$938	\$883	\$773	\$659	\$628	\$497	\$596	\$864	\$920	\$837	\$1,119	\$1,126	\$1,240
2006-07	\$1,240	\$1,145	\$1,016	\$953	\$856	\$733	\$1,330	\$1,160	\$1,258	\$1,142	\$1,200	\$1,472	\$1,453
2007-08	\$1,453	\$1,494	\$1,301	\$1,194	\$1,193	\$1,108	\$1,623	\$1,489	\$1,518	\$1,362	\$1,689	\$1,649	\$1,763
2008-09	\$1,763	\$1,618	\$1,478	\$1,341	\$1,291	\$1,142	\$1,688	\$1,753	\$1,613	\$1,476	\$1,817	\$1,789	\$1,799
2009-10	\$1,799	\$1,726	\$1,546	\$1,468	\$1,257	\$1,121	\$1,611	\$1,751	\$1,602	\$1,468	\$1,877	\$1,755	\$1,942
2010-11	\$1,942	\$1,736	\$1,583	\$1,436	\$1,364	\$1,204	\$1,715	\$1,828	\$1,689	\$1,532	\$1,996	\$1,930	\$1,902
2011-12	\$1,902	\$1,850	\$1,711	\$1,625	\$1,424	\$1,188	\$1,589	\$1,652	\$1,489	\$1,346	\$1,338	\$1,646	\$1,884
2012-13	\$1,884	\$1,800	\$1,519	\$1,584	\$1,384	\$1,229	\$1,682	\$1,721	\$1,705	\$1,542	\$1,907	\$1,996	\$1,877
2013-14	\$1,877	\$1,848	\$1,633	\$1,415	\$1,316	\$1,192	\$1,766	\$1,808	\$1,646	\$1,567	\$1,917	\$2,012	\$1,884
2014-15	\$1,884	\$1,903	\$1,661	\$1,452	\$1,288	\$1,113	\$1,756	\$1,891	\$1,754	\$1,596	\$2,167	\$2,236	\$2,143
2015-16	\$2,143	\$1,899	\$1,710	\$1,536	\$1,366	\$1,205	\$1,885	\$2,062	\$1,907	\$1,734	\$2,193	\$2,291	\$2,143
2016-17	\$2,143	\$1,856	\$1,774	\$1,591	\$1,442	\$1,276	\$2,079	\$2,199	\$2,070	\$1,909	\$2,444	\$2,614	\$2,465
2017-18	\$2,465	\$1,946	\$1,812	\$1,637	\$1,426	\$1,252	\$1,788	\$2,098	\$2,035	\$1,881	\$2,497	\$2,472	\$2,482
2018-19	\$2,482	\$2,202	\$2,146	\$1,948	\$1,710	\$1,603	\$2,515	\$2,474	\$2,195	\$2,224	\$2,973	\$2,965	\$2,766
2019-20	\$2,704	\$2,511	\$2,315	\$2,139	\$1,949	\$1,785	\$2,050	\$2,939	\$2,761	\$2,584	\$2,431	\$3,188	\$3,167
2020-21	\$3,159	\$2,684	\$2,426	\$2,259	\$2,066	\$1,847	\$2,807	\$2,935	\$2,760	\$2,564	\$2,359	\$3,177	\$3,156

**REGULAR Meeting**  
**BELVEDERE-TIBURON LIBRARY AGENCY**  
**Belvedere-Tiburon Library, Tiburon, California**  
**June 19, 2021**

**Roll Call, Present:** Chair William Smith, Vice Chair Niran Amir, Treasurer Jeff Slavitz, Dr. Thomas Cromwell, Lawrence Drew, Maureen Johnson, Ken Weil

**Members Absent:** Dr. Thomas Cromwell had to leave before the Agency Considerations

**Also Present:** Deborah Mazzolini, Glenn Isaacson, John Kunzweiler, Jenna Ervice, Rebecca Jung, Emily Lavin, Kim Rose, Jason Duran, Bob Alten, Kristin Johnson

**CALL TO ORDER:** Chair Smith called the meeting to order at 6:15 pm

**OPEN Forum:**

Chair Smith opened the floor to comments or questions from the public. There were none.

**1. Chair's Report**

Chair Smith reported that, in some dialogue between the Foundation's accounting office and the Library's accounting office, it was determined that the difference between the amount raised by the Foundation and the amount left to spend on the Project, i.e. the need for borrowing on the Line of Credit, was higher than previously calculated by \$1,100,000.

The difference had to do with one entity recognizing income on an accrual basis and one on a cash basis. Neither method was incorrect. Chair Smith stated clearly that this will in no way affect the completion of the library.

In addition to the \$1,100,000 additional borrowing needed, Project costs will increase by \$600,000, and the possibility of Solar and Backup Emergency Power spending options is estimated at \$400,000. As a result of these changes, estimated borrowing to complete the Project has increased from \$1,000,000 to approximately \$3,000,000.

This will in no way affect the completion of the Library. The Foundation and the Agency are committed to raising the necessary funds or borrowing where and when needed. We will have a fabulous new library and we will look forward to its completion.

**2. Library Director's Report**

Director Mazzolini reported that Project 6 website update is nearing completion. She added that Library Staff have been very involved in the development of a new layout for more intuitive patron access, and invited Trustees to attend one of the monthly meetings.

Library Staff are working hard not only on curbside and virtual service for patrons, but also planning, weeding the collection, and packing for the upcoming move from the older library

space into the newly build library space sometime in August. The move will take about 2 weeks. Jason Duran, Operations Manager, is taking on most of the responsibility for this.

Curbside Service has been updated to include carts of new books for patron browsing and a checkout station outdoors at the old front entrance area of the library.

Library Staff are working on a summer newsletter in conjunction with Foundation Staff. Jenna Ervice, Foundation Executive Director, will include a convenient donation envelope and letter from Foundation President Rachael Ong, with highlights focused on the new Maker Space and the Teen and Children's areas and on Estate and Planned Giving. There has already been a great community response in the estate and planned giving area. Previous donor brochures and naming opportunities were focused on \$50,000 and greater donations. The current focus will be on more modest donations.

Director Mazzolini encouraged Trustees to "take a drive" on the Library Website. Active Programs include Teen-taught technology classes, which have been well received, and the regular ongoing Children's story hours and a Teen poetry jam.

Trustee Drew applauded the Circulation Staff for the excellent delivery of curbside service. Chair Smith also expressed appreciation for the dedication and hard work of the staff during COVID and construction and said that this bodes well for the expanded service which will be offered to patrons when the new building is completed.

### **3. Expansion Update**

Project Manager Glenn Isaacson reported that much has been accomplished in exterior work: The new front entrance concrete has been substantially completed, with paving blocks completed on the upper patio. The Tiburon Boulevard median has curbs completed and is awaiting soil. Irrigation setup work has begun and will be completed in the next few weeks. Elongation of the Tiburon Boulevard left turn lane at Mar West is also advancing very well. The required new fire hydrant has been installed and connected.

The Tiburon Boulevard work requires one more item, the completion of an accessible vehicular drop-off pullout in front of the Tiburon Town Hall, which will be completed in the latter part of August. Mass grading in the rear of the Library building for the parking lot and Zelinsky Park is also underway. Current activities include trenching for utilities for lights, water, and drainage.

The plan review by the Town of Tiburon is still creating a delay in the closing up of ceilings. The above-ceiling HVAC has been permitted. The Town had requested detailed drawings on the ceiling/HVAC framework. The design team has been actively working on providing these drawings. Hopefully, there will be a decision soon and progress can resume on the interior work.

The main switch gear has passed inspection and power to it has been requested but not yet scheduled. This work is a key element which must be in place before work can start on the new restrooms and electrical room.

As previously noted, a request for a budget update for the Project has been submitted and is delineated in Resolution No.266-2021, under consideration tonight. The current

estimate for completion is February of 2022. The design team and staff are working on revising plans to simplify the remodel of the existing building in order to try to shorten the projected time frame. The time frame is also dependent upon the PG&E main switchover schedule.

Delays have added costs to the Project. Mr. Isaacson has been in discussion with the contractor regarding willingness to accept some responsibility for the delay of 2 months to the tune of \$110,000. Going forward, they have also accepted a reduction in their daily rate of which will save another \$110,000. Other causes of the delay are attributed to all parties involved, including the design team, the Library constituents of the process, and the Town of Tiburon.

All of this necessitates a request for a \$600,000 increase to the Project Budget (bringing the total budget to \$17,685,000), of which about \$450K will be applied to the general contractor and the permitting costs, and about \$150,000 will be added to the Project contingency. Mr. Isaacson recommended that the Agency adopt the draft resolution increasing the Project Budget, and reminded them that this increase will NOT cover the proposed Solar/Emergency Power options under consideration by the Agency.

Trustees Cromwell and Johnson asked whether anything could be done to speed up the permitting process. Treasurer Slavitz has been in touch with Town officials, and said that the process was a typical one in terms of the Town covering its bases in terms of regulations.

Treasurer Slavitz added that the \$600,000 Project Budget increase is just over 3%, which is reasonable in light of all the circumstances.

#### **4. Foundation Report**

Foundation Treasurer John Kunzweiler reported on behalf of Foundation President Rachael Ong that the numbers for additional fundraising are now correct, that the Foundation has come a long way in raising about \$14,800,000 and is committed to continue to support the Project and the Library.

Donor activity for the Capital Campaign is expected to be slow during the summer months. April, May, and June efforts brought in about \$159,000. September events are planned related to giving circles, that is, approaching families and individuals for contributions over \$25,000. These will be small, intimate events, which have been successful in the past, as Foundation members have reached out to educate prospective donors about the exciting new Library.

The Foundation is also engaged in strategic planning for a transition to “life after” the Capital Campaign, in terms of how to engage the community to support the ongoing library in its new expanded form.

The Summer Newsletter contents will tie in to the Capital Campaign and to other Foundation fundraising activities.

## 5. Agency Financial Statements May, 2021

Clerk Johnson reported that, with 91% of the year passed, 97% of budgeted revenues have been received, and expenses are at 87% of budget. Operating expenses have been slightly lower than normal due to COVID and construction. The Library is expected to end the year with Revenues slightly over budget and expenses slightly under budget.

## 6. Committee Reports

Trustee Weil reported that next step in the Director Search will be consultant focus group meetings with Library and Foundation Staff and other stakeholders, along with various written surveys which will be emailed to community constituents. An overall public survey will be highlighted on the library's website.

Bookmarks asking for community input via the various modalities will be included in patron checkout materials.

**Note:** Trustee Cromwell had to leave the meeting prior to the Consent Calendar and Trustee Considerations.

## CONSENT CALENDAR

### 7/8. Motion to approve the Minutes of May 17, 2021, and the Warrants dated May, 2021, made by Trustee Johnson seconded by Treasurer Slavitz.

**Roll Call Vote: Ayes:** Vice Chair Amir, Treasurer Slavitz, Trustee Weil, Trustee Johnson, Trustee Drew, Chair Smith.

**Absent for this vote:** Trustee Cromwell

**Noes:** None.

**Motion Passed.**

## TRUSTEE CONSIDERATIONS:

### 9. Consideration of Approval of Belvedere Tiburon Library Agency Budget for Fiscal Year 2021-2022

**PRIOR MEETING:** At the request of several Trustees, it was determined that the Books & Other Materials expense should be kept at higher previous levels due to restocking needed for post-construction re-opening and that the Public Relations expense should also be maintained at a higher level for continuing outreach. In addition, the borrowing needs for the expansion should be examined in further detail and delineated clearly on the Budgeted Changes in Cash Statement and Projected Balance Sheet.

**Motion to approve the Belvedere Tiburon Library Agency Budget for Fiscal Year 2021-2022 made by Treasurer Slavitz, seconded by Trustee Drew**



**Roll Call Vote: Ayes: Vice Chair Amir, Treasurer Slavitz, Trustee Weil, Trustee Johnson, Trustee Drew, Chair Smith.**

**Absent for this vote: Trustee Cromwell**

**Noes: None.**

**Motion Passed.**

**10. Consideration of Resolution No. 265-2021 for Terminating Employer Paid Member Contributions to CalPERS**

Clerk Johnson explained that the Library is following suite with other Municipalities in removing this benefit and making up the loss of benefit to Library employees by providing a pay increase equal to the lost benefit. The net effect on the 2021 Budget is \$0. Employer Paid Member Contributions were legally disallowed by CalPERS for employees who became CalPERS members on or after January 1, 2013. The benefit removed per this resolution was for employees who joined prior to that date.

**Motion to approve Resolution No. 265-2021 for Terminating Employer Paid Member Contributions to CalPERS made by Treasurer Slavitz, seconded by Trustee Weil**

**Roll Call Vote: Ayes: Vice Chair Amir, Treasurer Slavitz, Trustee Weil, Trustee Johnson, Trustee Drew, Chair Smith.**

**Absent for this vote: Trustee Cromwell**

**Noes: None.**

**Motion Passed.**

**11. Consideration of Resolution No. 266-2021 Authorizing an Increase to the Budget for the Belvedere Tiburon Library Expansion Project**

Chair Smith read Resolution No. 266-2021, and opened the floor for public hearing for public comment. There were no public comments. He opened the floor to Agency discussion.

Trustee Drew said that he was completely in agreement with a Project Budget increase under the circumstances, and that 3% is a reasonable increase for this type of project. Chair Smith added that additional costs of Solar and Emergency Power Backup will be considered at a later date, and that more direct information on the additional cost of the Solar possibility will be presented at the July Agency meeting. Project Manager Isaacson added that he is in communication with Marin Clean Energy regarding a presentation to the Agency at the July meeting, and that their availability may require a change to the date of the July meeting.

**Motion to approve Resolution No. 266-2021 Authorizing an Increase to the Budget for the Belvedere Tiburon Library Expansion Project made by Trustee Cromwell, seconded by Trustee Johnson**

**Roll Call Vote: Ayes: Vice Chair Amir, Treasurer Slavitz, Trustee Weil, Trustee Johnson, Trustee Drew, Chair Smith.**

**Absent for this vote: Trustee Cromwell**

**Noes: None.**

**Motion Passed.**

## **12. Meeting Dates**

The next BTLA meeting is scheduled for Monday, July 19<sup>th</sup>, at 6:15pm via Zoom.

Trustee Johnson asked if in-person meetings could be considered for future Agency meetings. It was determined that this might be too difficult, in terms of properly including the public while the Library is still under construction.

**Chair Smith adjourned the meeting at 7:28. pm.**

Respectfully Submitted,

Kristin M. Johnson, Clerk of the Belvedere-Tiburon Library Agency Board



Check/Voucher Date	Check/Voucher Number	Payee	Fund Code	GL Code	GL Title	Expenses	Check Total
OPERATING - PRINTED							
6/15/2021	101112	BLACKSTONE PUBLISHING	100	7601	Books and other Materials	661.56	661.56
6/15/2021	101113	BUSINESS CARD	100	1300	Prepaid Expenses	2,091.50	
6/15/2021	101113	BUSINESS CARD	100	8020	Online Services	20.98	
6/15/2021	101113	BUSINESS CARD	100	8080	Robotics	178.00	
6/15/2021	101113	BUSINESS CARD	100	8230	Office Supplies	63.09	
6/15/2021	101113	BUSINESS CARD	100	8430	Building Maintenance	1,348.69	
6/15/2021	101113	BUSINESS CARD	100	8815	Credit Card Fees	5.34	3,707.60
6/15/2021	101114	CASCADA DE FLORES	100	8250	Children's Program Supplies	300.00	300.00
6/15/2021	101115	DIEGO GONZALES	100	8440	Grounds Maintenance	540.00	540.00
6/15/2021	101116	ENVISIONWARE, INC.	100	1300	Prepaid Expenses	666.60	666.60
6/15/2021	101117	INGRAM LIBRARY SERVICES	100	7601	Books and other Materials	6,948.28	
6/15/2021	101117	INGRAM LIBRARY SERVICES	100	7602	Vendor Processing Costs	483.93	7,432.21
6/15/2021	101118	KEN LEHR	100	8040	Technical Support	2,200.00	2,200.00
6/15/2021	101119	KRISTIN JOHNSON - PETTY CASH	100	7601	Books and other Materials	9.75	
6/15/2021	101119	KRISTIN JOHNSON - PETTY CASH	100	8220	Postage Freight	5.40	
6/15/2021	101119	KRISTIN JOHNSON - PETTY CASH	100	8230	Office Supplies	28.08	
6/15/2021	101119	KRISTIN JOHNSON - PETTY CASH	100	8430	Building Maintenance	38.91	82.14
6/15/2021	101120	LINCOLN NATIONAL LIFE INS	100	7110	PERS Insurance Benefits	468.98	468.98
6/15/2021	101121	MARIN IT, INC.	100	8070	IT Infrastructure	723.00	723.00
6/15/2021	101122	MILL VALLEY REFUSE	100	8480	Trash	560.30	560.30
6/15/2021	101123	OVERDRIVE, INC.	100	7606	Digital Resources & Content	4,659.75	4,659.75
6/15/2021	101124	RILEY F. HURD III	100	8840	Legal Services	4,287.50	4,287.50
6/15/2021	101125	SPECIAL DISTRICT MANAGEMENT AUTHORITY	100	1300	Prepaid Expenses	6,837.91	6,837.91
6/15/2021	101126	TPX COMMUNICATIONS	100	8260	Telephone	1,044.82	1,044.82
6/15/2021	101127	VANTAGEPOINT TRF AGT-457	100	2040	Deferred Comp Deductions	3,929.22	3,929.22
						<b>\$38,101.59</b>	<b>\$38,101.59</b>

BELVEDERE TIBURON LIBRARY AGENCY  
 OPERATING WARRANTS  
 JUNE 30, 2021

9-2

Check/Voucher Date	Check/Voucher Number	Payee	Fund Code	GL Code	GL Title	Expenses	Check Total
OPERATING - PRINTED							
6/30/2021	101128	AMERICAN EXPRESS	100	7601	Books and other Materials	271.17	
6/30/2021	101128	AMERICAN EXPRESS	100	8035	Computers & Peripherals	24.87	
6/30/2021	101128	AMERICAN EXPRESS	100	8071	Website Maintenance	125.00	
6/30/2021	101128	AMERICAN EXPRESS	100	8230	Office Supplies	4.60	
6/30/2021	101128	AMERICAN EXPRESS	100	8250	Children's Program Supplies	187.87	
6/30/2021	101128	AMERICAN EXPRESS	100	8251	Young Adult Programs	129.84	
6/30/2021	101128	AMERICAN EXPRESS	100	8460	Custodial Supplies	71.45	814.80
6/30/2021	101129	BLACKSTONE PUBLISHING	100	7601	Books and other Materials	160.00	160.00
6/30/2021	101130	DELTA DENTAL OF CALIFORNI	100	7110	PERS Insurance Benefits	1,281.12	1,281.12
6/30/2021	101131	DEMCO, INC.	100	7603	Supplies for Processing	104.19	104.19
6/30/2021	101132	GLAVER CIFUENTES	100	8450	Janitorial Expense	7,300.00	7,300.00
6/30/2021	101133	MARIN IT, INC.	100	8040	Technical Support	62.50	62.50
6/30/2021	101134	MARIN MUNICIPAL WATER	100	8500	Water	557.96	557.96
6/30/2021	101135	NBS	100	1300	Prepaid Expenses	2,353.26	2,353.26
6/30/2021	101136	OCLC, INC.	100	8070	IT Infrastructure	105.22	105.22
6/30/2021	101137	REBECCA JUNG	100	8251	Young Adult Programs	124.57	124.57
6/30/2021	101138	SAVE NATURE	100	8250	Children's Program Supplies	300.00	300.00
6/30/2021	101139	SCHOLASTIC LIBRARY PUBLIS	100	8250	Children's Program Supplies	241.16	241.16
6/30/2021	101140	T-MOBILE	100	7606	Digital Resources & Content	322.98	322.98
6/30/2021	101141	VANTAGEPOINT TRF AGT-457	100	2040	Deferred Comp Deductions	3,929.22	3,929.22
					TOTAL	\$ 17,656.98	\$ 17,656.98

JUNE 2021

Check/Voucher Date	Check/Voucher Number	Payee	Fund Code	GL Code	GL Title	Expenses	Check Total
EXPANSION - HAND CHECKS							
6/4/2021	000247	Inside source, Inc.	200	9047	Expansion Furniture & Fixtures	16,869.60	16,869.60
6/14/2021	000248	BNBuilders, Inc.	200	9045	Site Work	22,040.00	22,040.00
6/14/2021	000249	Miller Pacific	200	9045	Site Work	4,418.70	4,418.70
6/14/2021	000250	PG&E	200	9045	Site Work	5,000.00	5,000.00
6/28/2021	000251	Alten Construction	200	9045	Site Work	172,509.37	172,509.37
6/28/2021	000252	Alten Escrow	200	9051	Escrow	9,079.44	9,079.44
6/28/2021	000253	BRW	200	9041	Architects	15,278.09	15,278.09
6/28/2021	000254	CMA	200	9048	Project Managerment	2,080.00	2,080.00
					<b>TOTAL</b>	<b>\$ 247,275.20</b>	<b>\$ 247,275.20</b>

May 3, 2021

Glenn Isaacson  
Belvedere Tiburon Library

Dear Glenn,

As a trade ally selected for MCE's Energy Storage Program, we're excited to make the following SmartStorage® Energy Storage System (ESS) offer that's reflected in the attached project proposal and following summary:

**Site: Belvedere Tiburon Library (1500 Tiburon Blvd, Tiburon, CA 94920)**

**ESS + solar system size proposed: 30kW / 78kWh ESS** AC-coupled with **30kW solar** (rooftop) system purchased and owned by the Tiburon Library to deliver normal grid-tied bill savings plus outage protection resiliency.

**MCE ESS Program payments:**

- Gap Funding: \$200/kWh per site; one-time payment paid by MCE directly to MBL
- Annual Performance-Based Payment: 4pm – 9pm daily discharge @ \$0.22/kWh; 7 year term
- Bill Credit: \$200/month, 7 year term

**ESS+solar system operation & benefit summary:**

- Rate change required from historical A-10 to B-10 (MCE ESS program requirement)
- Solar+ESS will generate approximately \$8.3k annual bill savings on B-10 rate (combined savings)
- Solar+ESS utility bill savings during grid-tied operation result from demand savings combined with solar kWh arbitrage to 4p-9p peak discharge period
- ESS AC-coupled with solar to augment normal grid-tied operation as well as provide outage protection for critical loads identified by customer (TBD via engineering design process)
- Nearly 100% solar battery charging during both grid-tied and outage mode operation

**ESS+solar price and economics:**

- Installed price estimate: **\$175,344** (before ESS rebates & incentives)
- Net cost: **\$125,196** (after ESS incentives, MCE payments and credits, excl. possible additional SGIP resiliency incentive)
- Discounted payback: **12.2 years** (assuming total solar+storage savings applied to ESS purchase)

We look forward to supporting MCE and its program contractor, TRC, to deliver this precedent-setting ESS solution to your facility.

Regards,

*Matt Mapes*

Matt Mapes  
Business Development | SmartStorage®  
MBL Energy

Cc: Kirk Stokes, VP Business Development



**ATTACHMENT 1 - SOLAR+ESS PROPOSAL**

**(inserted below)**



Prepared For  
MCE (Energy Storage Program)  
714-325-1071  
esimpson@trccompanies.com



smartstorage®



*MBL Energy's (formerly NantEnergy's) SmartStorage® product offer continues a dedicated focus to accelerate the U.S. transformation to clean, reliable energy through innovative and intelligent energy storage solutions. Our SmartStorage® solutions help businesses slash monthly electricity expenses and add facility resilience with reliable, renewable power, backed by a performance-based service plan that extends up to 10 years as customer needs dictate.*

## Energy Storage Program

### Resiliency for Critical Facilities

Belvedere Tiburon Library - 30kW PV  
(New Rooftop) + 30kW/78kWh ESS  
(New) / A10 to B10 change

Prepared By  
Kirk Stokes  
303-638-7505  
kirk@mbl-energy.com

4/29/2021



# 1 Project Summary

Payment Options	Cash + SGIP + MCE Payments
Upfront Payment	\$175,344
Total SGIP Incentive	\$23,400
Total Payments	\$175,344
Rebates and Incentives	\$50,148
Net Payments	\$125,196
Electric Bill Savings Year 1	\$8,294
20-Year IRR	5.94%
20-Year NPV	(\$692)
Payback Period	12.2 Years

## Combined Solar PV Rating

Power Rating: 30,000 W-DC

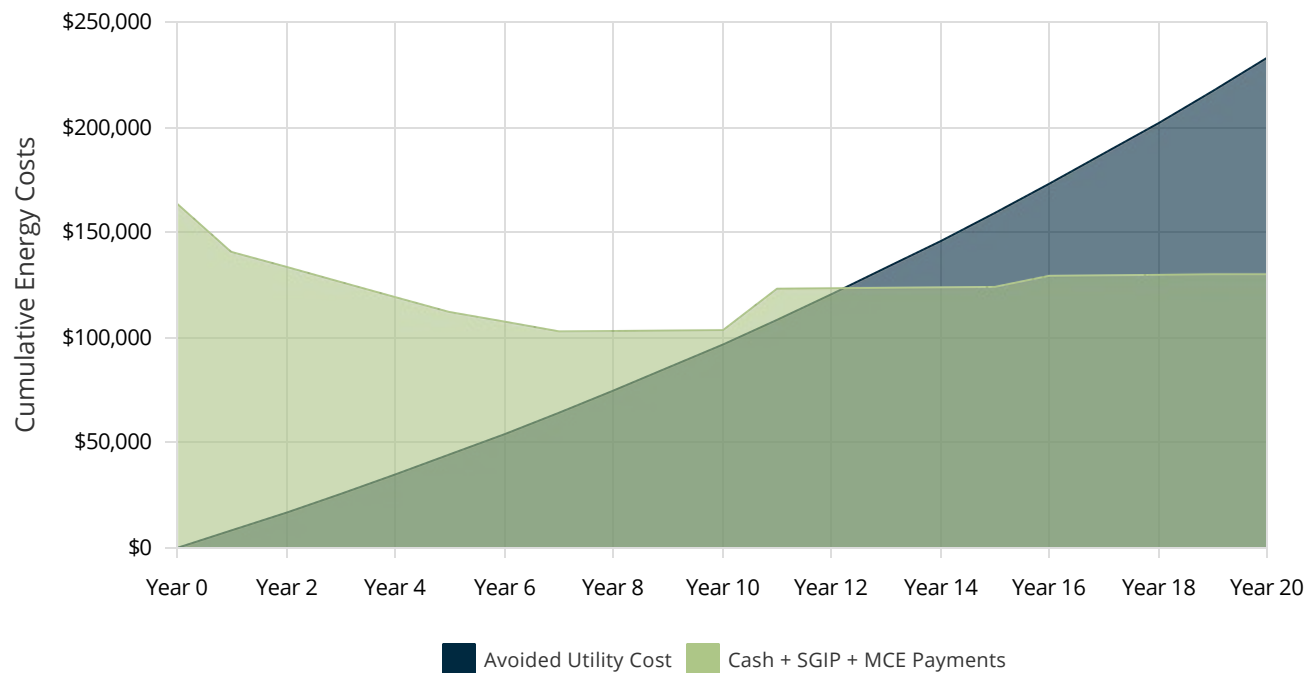
Power Rating: 26,132 W-AC-CEC

## Combined ESS Ratings

Energy Capacity: 78.0 kWh

Power Rating: 28.5 kW

## Cumulative Energy Costs By Payment Option



## 2.1.1 PV System Details

### General Information

Facility: Belvedere Tiburon Library  
Address: Belvedere Tiburon CA

### Solar PV Equipment Description

Solar Panels: 30.0kW-DC Standard Modules  
Inverters: Standard Inverter

### Solar PV Equipment Typical Lifespan

Solar Panels: Greater than 30 Years  
Inverters: 15 Years

### Solar PV System Cost And Incentives

Solar PV System Cost \$78,000

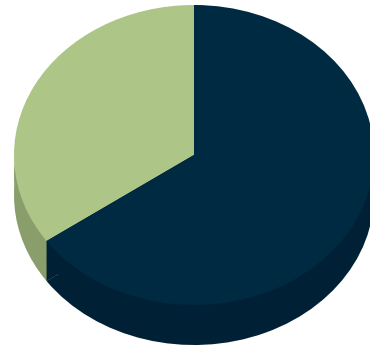
**Net Solar PV System Cost: \$78,000**

### Solar PV System Rating

Power Rating: 30,000 W-DC  
Power Rating: 26,132 W-AC-CEC

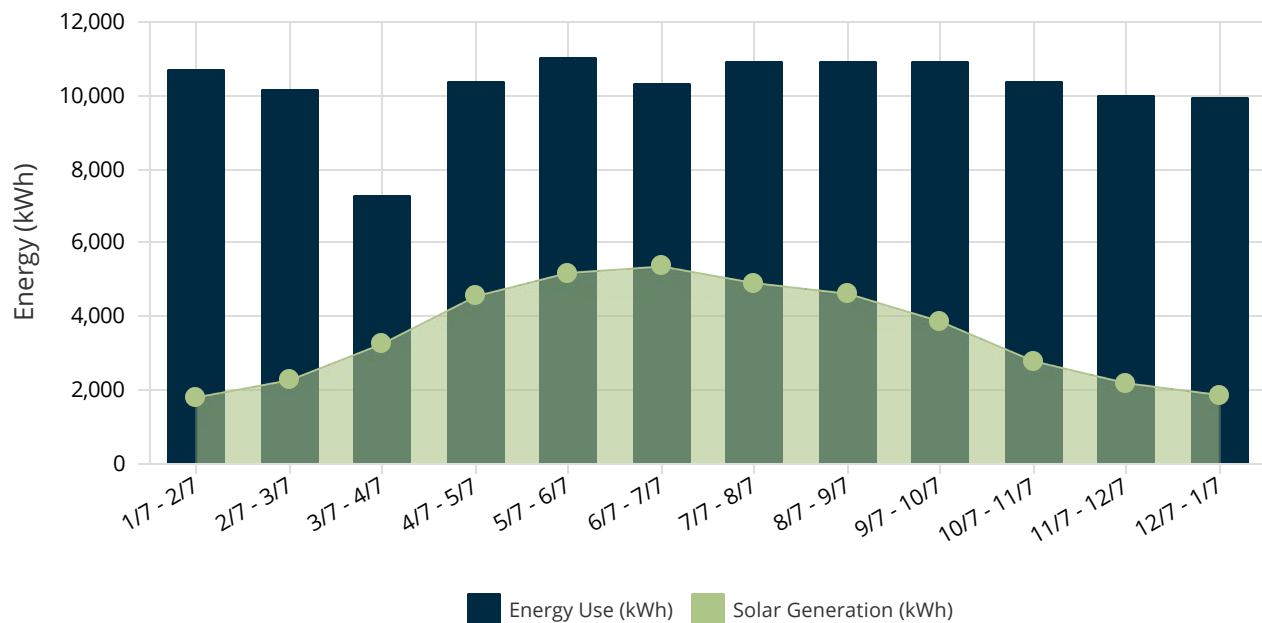
### Energy Consumption Mix

Annual Energy Use: 122,873 kWh



Utility	80,208 kWh (65.28%)
Solar PV	42,665 kWh (34.72%)

Monthly Energy Use vs Solar Generation





## 2.1.2 Proposed Energy Storage System (ESS) Details

### General Information

Facility: Belvedere Tiburon Library  
Address: Belvedere Tiburon CA

### ESS System Ratings

Energy Capacity: 78.0 kWh  
Power Rating: 28.5 kW

### ESS Equipment Description

Battery Banks: (1) 2021 SmartStorage (30kW/78kWh)  
Inverters: (1) 2021 SmartStorage (30kW/78kWh)

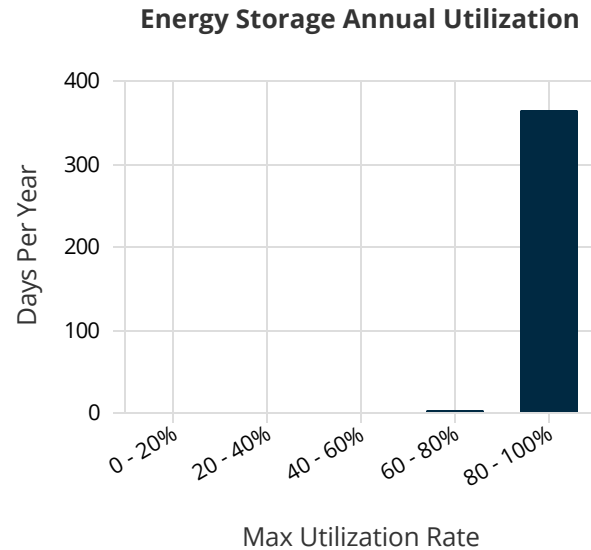
### ESS Equipment Typical Lifespan

Battery Banks: 10 Years  
Inverters: 10 Years

### ESS Cost And Incentives

ESS System Cost	\$97,344
MCE Monthly Bill Credit	-\$16,800
MCE Performance-Based Pay	-\$17,748
MCE Gap funding	-\$15,600

**Net ESS System Cost: \$47,196**



Energy Output and Demand Savings From Solar PV and Energy Storage				
Date Range	ESS Energy Discharge	Solar PV Generation	ESS Energy as % of PV Energy	Total Demand Savings
1/7/2020 - 2/7/2020	2	1,803	0.11%	\$49
2/7/2020 - 3/7/2020	220	2,274	9.67%	\$66
3/7/2020 - 4/7/2020	1,391	3,254	42.75%	\$91
4/7/2019 - 5/7/2019	1,753	4,551	38.52%	\$63
5/7/2019 - 6/7/2019	1,807	5,183	34.86%	\$103
6/7/2019 - 7/7/2019	1,860	5,359	34.71%	\$81
7/7/2019 - 8/7/2019	1,812	4,910	36.90%	\$96
8/7/2019 - 9/7/2019	1,819	4,618	39.39%	\$96
9/7/2019 - 10/7/2019	1,427	3,868	36.89%	\$60
10/7/2019 - 11/7/2019	89	2,785	3.20%	\$58
11/7/2019 - 12/7/2019	32	2,192	1.46%	\$49
12/7/2019 - 1/7/2020	48	1,868	2.57%	\$34
-	12,260	42,665	28.74%	\$845

## 2.1.3 MCE Payments

This section summarizes all incentives available for this project. The estimated rebate, incentive, and MCE payment amounts for this project are shown.

### **MCE: \$200/mo bill credit**

\$200/month bill credit for 7yr Term

Total Value: \$16,800

### **MCE: \$0.22/kWh Performance-Based Payment**

Performance-based payment based on total ESS kWh discharged (between 4p-9p) 24/7/365, priced at \$0.22/kWh for a 7-year term

Total Value: \$17,748

### **MCE: \$200/kWh gap funding**

Not to exceed \$50k / site gap funding (one-time)

Total Value: \$15,600

## 2.1.4 Utility Rates

The rates for each are shown below and your estimated electric bills are shown on the following page for each rate schedule.

Fixed Charges			Energy Charges			Demand Charges		
Type	A-10	B-10	Type	A-10	B-10	Type	A-10	B-10
W Daily	\$5.48		W Flat Rate	\$0.15413		W NC	\$15.68	
S Daily	\$5.48	\$5.48	S Flat Rate	\$0.19174		S NC	\$15.68	\$14.31
W1 Daily		\$5.48	W1 On Peak		\$0.19472	W1 NC		\$14.31
W2 Daily		\$5.48	W1 Off Peak		\$0.15924	W2 NC		\$14.31
			W2 On Peak		\$0.19472			
			W2 Off Peak		\$0.15924			
			W2 Super Off Peak		\$0.12290			
			S On Peak		\$0.27100			
			S Part Peak		\$0.20931			
			S Off Peak		\$0.17674			

## 2.1.5 Current Electric Bill

The table below shows your annual electricity costs based on the most current utility rates and your previous 12 months of electrical usage.

### Rate Schedule: PG&E - A-10

Time Periods	Energy Use (kWh)	Max Demand (kW)	Charges				
Bill Ranges & Seasons	Total	NC / Max	Other	NBC	Energy	Demand	Total
1/7/2020 - 2/7/2020 W	10,720	25	\$170	\$268	\$1,384	\$392	\$2,214
2/7/2020 - 3/7/2020 W	10,137	25	\$159	\$253	\$1,309	\$392	\$2,113
3/7/2020 - 4/7/2020 W	7,289	25	\$170	\$182	\$941	\$392	\$1,685
4/7/2019 - 5/7/2019 W/S	10,393	25	\$164	\$260	\$1,419	\$392	\$2,236
5/7/2019 - 6/7/2019 S	11,000	25	\$170	\$275	\$1,834	\$392	\$2,671
6/7/2019 - 7/7/2019 S	10,295	28	\$164	\$257	\$1,717	\$439	\$2,577
7/7/2019 - 8/7/2019 S	10,912	28	\$170	\$273	\$1,819	\$439	\$2,701
8/7/2019 - 9/7/2019 S	10,897	28	\$170	\$272	\$1,817	\$439	\$2,698
9/7/2019 - 10/7/2019 S	10,930	29	\$164	\$273	\$1,822	\$455	\$2,715
10/7/2019 - 11/7/2019 S/W	10,393	28	\$170	\$260	\$1,653	\$430	\$2,513
11/7/2019 - 12/7/2019 W	9,969	25	\$164	\$249	\$1,287	\$392	\$2,093
12/7/2019 - 1/7/2020 W	9,938	25	\$170	\$248	\$1,283	\$392	\$2,094
Totals:	122,873	-	\$2,004	\$3,072	\$18,287	\$4,946	\$28,310

## 2.1.6 New Electric Bill

### Rate Schedule Option 1: PG&E - A-10

Time Periods	Energy Use (kWh)	Max Demand (kW)	Charges				
Bill Ranges & Seasons	Total	NC / Max	Other	NBC	Energy	Demand	Total
1/7/2020 - 2/7/2020 W	8,918	24	\$170	\$223	\$1,152	\$376	\$1,921
2/7/2020 - 3/7/2020 W	7,916	23	\$159	\$198	\$1,022	\$361	\$1,740
3/7/2020 - 4/7/2020 W	4,370	21	\$170	\$135	\$564	\$329	\$1,199
4/7/2019 - 5/7/2019 W/S	6,187	23	\$164	\$164	\$846	\$361	\$1,535
5/7/2019 - 6/7/2019 S	6,254	21	\$170	\$167	\$1,043	\$329	\$1,709
6/7/2019 - 7/7/2019 S	5,384	25	\$164	\$155	\$898	\$392	\$1,609
7/7/2019 - 8/7/2019 S	6,439	24	\$170	\$173	\$1,074	\$376	\$1,792
8/7/2019 - 9/7/2019 S	6,717	24	\$170	\$179	\$1,120	\$376	\$1,845
9/7/2019 - 10/7/2019 S	7,406	29	\$164	\$188	\$1,235	\$455	\$2,042
10/7/2019 - 11/7/2019 S/W	7,629	26	\$170	\$192	\$1,211	\$399	\$1,972
11/7/2019 - 12/7/2019 W	7,785	24	\$164	\$195	\$1,005	\$376	\$1,741
12/7/2019 - 1/7/2020 W	8,081	25	\$170	\$202	\$1,043	\$392	\$1,807
Totals:	83,086	-	\$2,004	\$2,170	\$12,214	\$4,522	\$20,911

### New Rate Schedule Option 2: PG&E - B-10

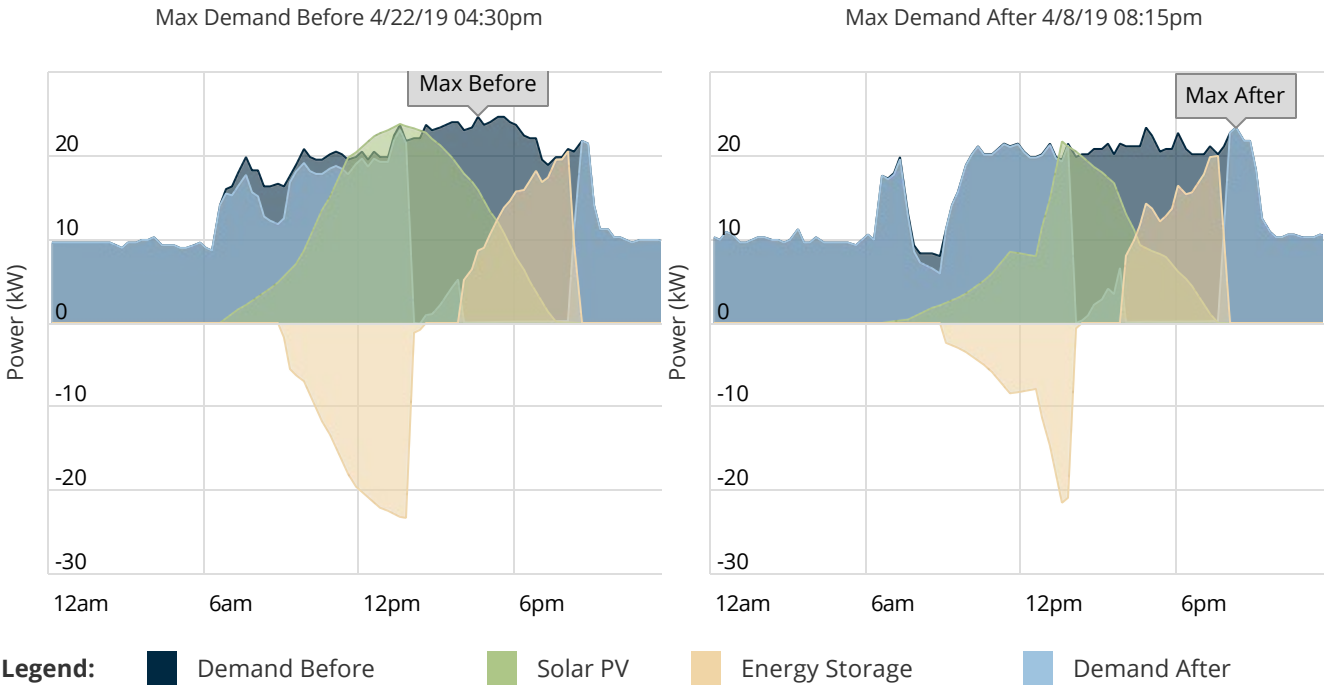
Time Periods	Energy Use (kWh)				Max Demand (kW)	Charges				
Bill Ranges & Seasons	On Peak	Part Peak	Off Peak	Super Off Peak	NC / Max	Other	NBC	Energy	Demand	Total
1/7/2020 - 2/7/2020 W1	2,443	0	6,476	0	24	\$170	\$223	\$1,284	\$343	\$2,020
2/7/2020 - 3/7/2020 W1/W2	1,945	0	5,343	628	23	\$159	\$198	\$1,109	\$326	\$1,792
3/7/2020 - 4/7/2020 W2	-560	0	3,204	1,726	21	\$170	\$135	\$504	\$301	\$1,110
4/7/2019 - 5/7/2019 W2	-73	0	3,690	2,570	23	\$164	\$164	\$735	\$329	\$1,392
5/7/2019 - 6/7/2019 W2/S	-132	137	4,186	2,063	21	\$170	\$167	\$780	\$289	\$1,406
6/7/2019 - 7/7/2019 S	-676	665	5,395	0	25	\$164	\$155	\$775	\$358	\$1,452
7/7/2019 - 8/7/2019 S	-331	790	5,980	0	24	\$170	\$173	\$972	\$343	\$1,658
8/7/2019 - 9/7/2019 S	-122	857	5,982	0	24	\$170	\$179	\$1,036	\$343	\$1,727
9/7/2019 - 10/7/2019 S/W1	636	844	5,927	0	29	\$164	\$188	\$1,164	\$395	\$1,911
10/7/2019 - 11/7/2019 W1	2,142	0	5,488	0	26	\$170	\$192	\$1,100	\$372	\$1,834
11/7/2019 - 12/7/2019 W1	2,162	0	5,623	0	24	\$164	\$195	\$1,122	\$343	\$1,824
12/7/2019 - 1/7/2020 W1	2,144	0	5,936	0	25	\$170	\$202	\$1,161	\$358	\$1,890
Totals:	9,578	3,293	63,230	6,987	-	\$2,004	\$2,170	\$11,740	\$4,101	\$20,015

**Annual Electricity Savings: \$8,294**

# Demand Profiles

Date Range: 4/7/2019 - 5/7/2019

**Max NC Demand:** The charts below show when the maximum non-coincident (NC) demand for this facility occurred before and after the hybrid Solar PV with Storage system simulation.



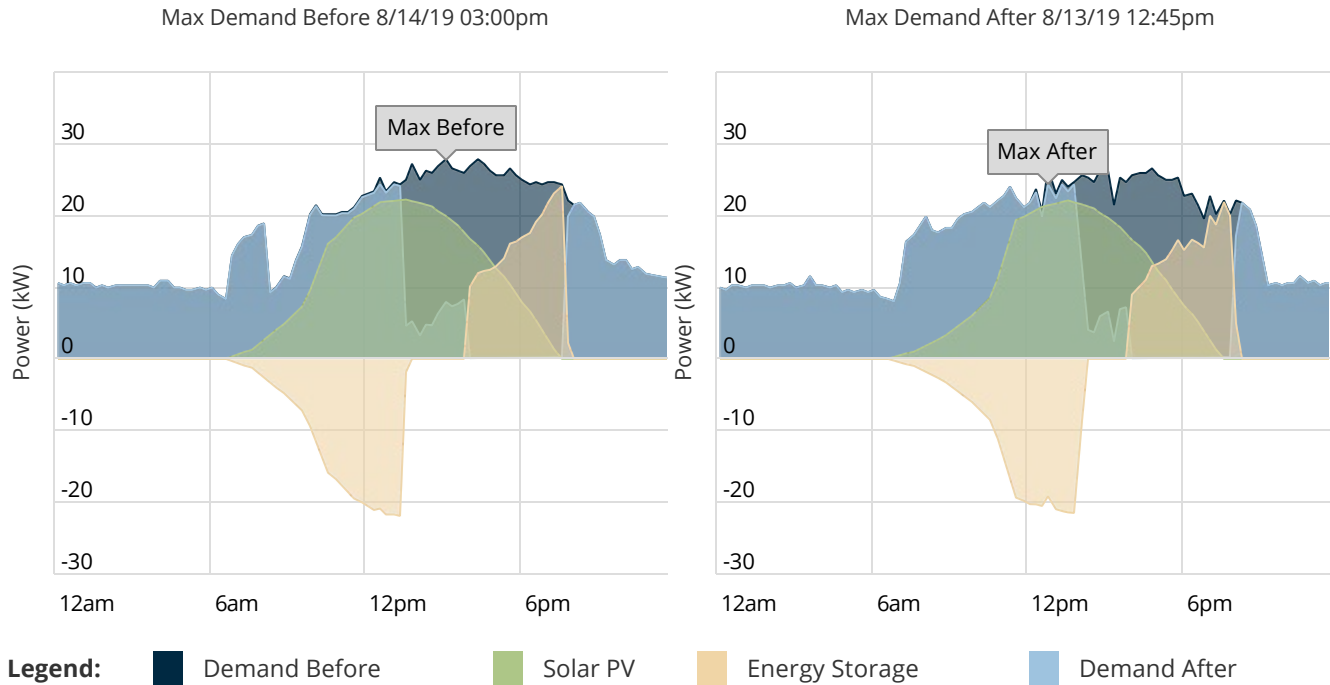
**Max On-Peak Demand:** The charts below show when the maximum on-peak demand for this facility occurred before and after the hybrid Solar PV with Storage system simulation.

Charts Not Applicable

## Demand Profiles

Date Range: 8/7/2019 - 9/7/2019

**Max NC Demand:** The charts below show when the maximum non-coincident (NC) demand for this facility occurred before and after the hybrid Solar PV with Storage system simulation.



**Max On-Peak Demand:** The charts below show when the maximum on-peak demand for this facility occurred before and after the hybrid Solar PV with Storage system simulation.

Charts Not Applicable

## 4.1 Cash + SGIP + MCE Payments

### Inputs and Key Financial Metrics

Total Project Costs	\$175,344	Payback Period	12.2 Years	Discount Rate	6%	Federal Income Tax Rate	0%
20-Year IRR	5.94%	PV Degradation Rate	0.5%	Electricity Escalation Rate	4%	State Income Tax Rate	0%

Years	Upfront	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
<b>Cash</b>											
Project Costs	-\$175,344	-	-	-	-	-	-	-	-	-	-
SGIP Incentive	\$11,700	\$2,340	\$2,340	\$2,340	\$2,340	\$2,340	-	-	-	-	-
O&M / Replacement	-	-\$150	-\$154	-\$159	-\$164	-\$169	-\$174	-\$179	-\$184	-\$190	-\$196
MCE Monthly Bill Credit	-	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400	-	-	-
MCE Performance-Based Pay	-	\$2,697	\$2,643	\$2,589	\$2,535	\$2,481	\$2,427	\$2,374	-	-	-
MCE Gap funding	-	\$15,600	-	-	-	-	-	-	-	-	-
Electric Bill Savings	-	\$8,294	\$8,574	\$8,863	\$9,162	\$9,470	\$9,789	\$10,117	\$10,456	\$10,807	\$11,168
<b>Cash</b>	-\$163,644	\$31,181	\$15,803	\$16,034	\$16,273	\$16,523	\$14,442	\$14,712	\$10,272	\$10,617	\$10,972
<b>Total Cash Flow</b>	-\$163,644	\$31,181	\$15,803	\$16,034	\$16,273	\$16,523	\$14,442	\$14,712	\$10,272	\$10,617	\$10,972
<b>Cumulative Cash Flow</b>	-\$163,644	-\$132,463	-\$116,660	-\$100,626	-\$84,353	-\$67,830	-\$53,388	-\$38,676	-\$28,404	-\$17,788	-\$6,816

## 4.1 Cash + SGIP + MCE Payments

### Inputs and Key Financial Metrics

Total Project Costs	\$175,344	Payback Period	12.2 Years	Discount Rate	6%	Federal Income Tax Rate	0%
20-Year IRR	5.94%	PV Degradation Rate	0.5%	Electricity Escalation Rate	4%	State Income Tax Rate	0%

Years	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Totals
<b>Cash</b>											
Project Costs	-	-	-	-	-	-	-	-	-	-	-\$175,344
SGIP Incentive	-	-	-	-	-	-	-	-	-	-	\$23,400
O&M / Replacement	-\$19,702	-\$208	-\$214	-\$220	-\$227	-\$5,234	-\$241	-\$248	-\$255	-\$263	-\$28,531
MCE Monthly Bill Credit	-	-	-	-	-	-	-	-	-	-	\$16,800
MCE Performance-Based Pay	-	-	-	-	-	-	-	-	-	-	\$17,748
MCE Gap funding	-	-	-	-	-	-	-	-	-	-	\$15,600
Electric Bill Savings	\$11,704	\$12,096	\$12,500	\$12,917	\$13,348	\$13,792	\$14,251	\$14,724	\$15,212	\$15,716	\$232,961
<b>Cash</b>	-\$7,997	\$11,888	\$12,286	\$12,697	\$13,121	\$8,559	\$14,010	\$14,476	\$14,957	\$15,453	\$102,634
<b>Total Cash Flow</b>	-\$7,997	\$11,888	\$12,286	\$12,697	\$13,121	\$8,559	\$14,010	\$14,476	\$14,957	\$15,453	\$102,634
<b>Cumulative Cash Flow</b>	-\$14,813	-\$2,924	\$9,362	\$22,059	\$35,180	\$43,738	\$57,748	\$72,224	\$87,181	\$102,634	-



**ATTACHMENT 2 – CONTRACT PAYMENT MILESTONES AND ESTIMATED SCHEDULE**

EPC Milestone	Description	Payment Milestone <sup>2</sup>		Est. Schedule Week
		%	\$	
Notice to Proceed <sup>1</sup>	NTP issued by customer	10%	\$16,334	0
Major Components Onsite <sup>1</sup>	Field verified by customer	15%	\$24,502	8
Mechanical Completion <sup>1,3</sup>	Mechanical installations field verified by customer	50%	\$81,672	14
Substantial Completion <sup>3</sup>	AHJ inspection approval; utility permission to operate (PTO)	15%	\$24,502	22
Final Completion <sup>3,4</sup>	Fully commissioned; customer training; COD certificate issued	10%	\$16,334	26
	<b>Total</b>	100%	<b>\$175,344</b>	

- Notes:**
- 1** - MCE Gap Funding can be assigned to MBL as payment offset
  - 2** - For smaller projects (e.g., 60kW/156kWh or less) payment milestones may be combined to simplify accounting
  - 3** - For smaller projects (e.g., 60kW/156kWh or less) the estimated schedule for this milestone could be reduced as much as half
  - 4** - All SGIP payments made to customer with first payment (50% of total) made 45-60 days after COD



May 3, 2021

Glenn Isaacson  
Belvedere Tiburon Library

Dear Glenn,

As a trade ally selected for MCE's Energy Storage Program, we're excited to make the following SmartStorage® Energy Storage System (ESS) offer that's reflected in the attached project proposal and following summary:

**Site: Belvedere Tiburon Library (1500 Tiburon Blvd, Tiburon, CA 94920)**

**ESS + solar system size proposed: 30kW / 78kWh ESS AC-coupled with 50kW solar carport** (aka canopy) system purchased and owned by the Belvedere Tiburon Library to deliver normal grid-tied bill savings plus outage protection resiliency.

**MCE ESS Program payments:**

- Gap Funding: \$200/kWh per site; one-time payment paid by MCE directly to MBL
- Annual Performance-Based Payment: 4pm – 9pm daily discharge @ \$0.22/kWh; 7 year term
- Bill Credit: \$200/month, 7 year term

**ESS+solar system operation & benefit summary:**

- Rate change required from historical A-10 to B-10 (MCE ESS program requirement)
- Solar+ESS will generate approximately \$13.3k annual bill savings on B-10 rate (combined savings)
- Solar+ESS utility bill savings during grid-tied operation result from demand savings combined with solar kWh arbitrage to 4p-9p peak discharge period
- ESS AC-coupled with solar to augment normal grid-tied operation as well as provide outage protection for critical loads identified by customer (TBD via engineering design process)
- Nearly 100% solar battery charging during both grid-tied and outage mode operation

**ESS+solar price and economics:**

- Installed price estimate: **\$257,344** (before ESS rebates & incentives)
- Net cost: **\$193,847** (after ESS incentives, MCE payments and credits, excl. possible additional SGIP resiliency incentive)
- Discounted payback: **12.2 years** (assuming total solar+storage savings applied to ESS purchase)

We look forward to supporting MCE and its program contractor, TRC, to deliver this precedent-setting ESS solution to your facility.

Regards,

*Matt Mapes*

Matt Mapes  
Business Development | SmartStorage®  
MBL Energy

Cc: Kirk Stokes, VP Business Development



**ATTACHMENT 1 – SOLAR CARPORT + ESS PROPOSAL**  
**(inserted below)**



Prepared For  
MCE (Energy Storage Program)  
714-325-1071  
esimpson@trccompanies.com



smartstorage<sup>®</sup>  
by  mbl-energy

*MBL Energy's (formerly NantEnergy's) SmartStorage<sup>®</sup> product offer continues a dedicated focus to accelerate the U.S. transformation to clean, reliable energy through innovative and intelligent energy storage solutions. Our SmartStorage<sup>®</sup> solutions help businesses slash monthly electricity expenses and add facility resilience with reliable, renewable power, backed by a performance-based service plan that extends up to 10 years as customer needs dictate.*

## Energy Storage Program

### Resiliency for Critical Facilities

Belvedere Tiburon Library - 50kW PV  
(New Carport) + 30kW/78kWh ESS  
(New) / A10 to B10 change

Prepared By  
Kirk Stokes  
303-638-7505  
kirk@mbl-energy.com

4/29/2021



# 1 Project Summary

Payment Options	Cash + SGIP + MCE Payments
Upfront Payment	\$257,344
Total SGIP Incentive	\$23,400
Total Payments	\$257,344
Rebates and Incentives	\$63,497
Net Payments	\$193,847
Electric Bill Savings Year 1	\$13,337
20-Year IRR	6.03%
20-Year NPV	\$565
Payback Period	12.2 Years

## Combined Solar PV Rating

Power Rating: 50,000 W-DC

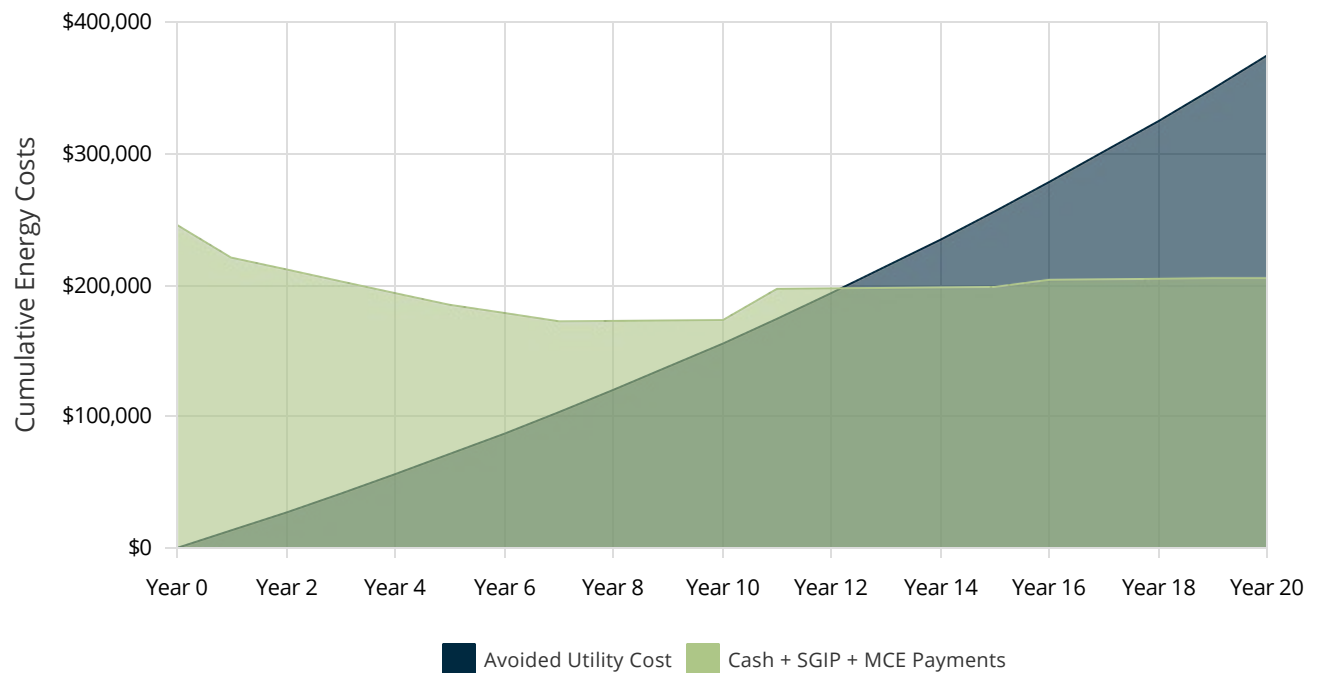
Power Rating: 43,553 W-AC-CEC

## Combined ESS Ratings

Energy Capacity: 78.0 kWh

Power Rating: 28.5 kW

**Cumulative Energy Costs By Payment Option**



## 2.1.1 PV System Details

### General Information

Facility: Belvedere Tiburon Library  
Address: Belvedere Tiburon CA

### Solar PV Equipment Description

Solar Panels: 50.0kW-DC Standard Modules  
Inverters: Standard Inverter

### Solar PV Equipment Typical Lifespan

Solar Panels: Greater than 30 Years  
Inverters: 15 Years

### Solar PV System Cost And Incentives

Solar PV System Cost \$160,000

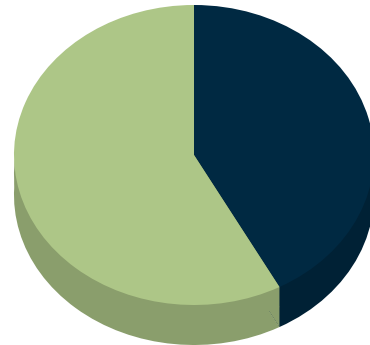
**Net Solar PV System Cost: \$160,000**

### Solar PV System Rating

Power Rating: 50,000 W-DC  
Power Rating: 43,553 W-AC-CEC

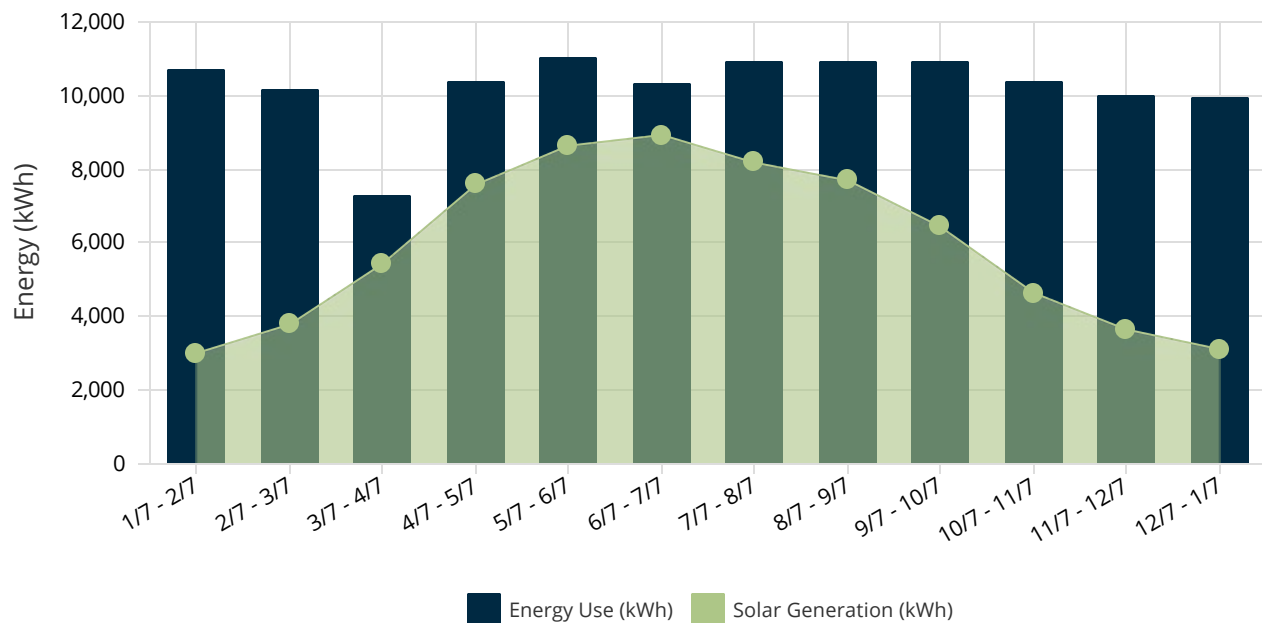
### Energy Consumption Mix

Annual Energy Use: 122,873 kWh



Utility	51,764 kWh (42.13%)
Solar PV	71,109 kWh (57.87%)

Monthly Energy Use vs Solar Generation



## 2.1.2 Proposed Energy Storage System (ESS) Details

### General Information

Facility: Belvedere Tiburon Library  
Address: Belvedere Tiburon CA

### ESS System Ratings

Energy Capacity: 78.0 kWh  
Power Rating: 28.5 kW

### ESS Equipment Description

Battery Banks: (1) 2021 SmartStorage (30kW/78kWh)  
Inverters: (1) 2021 SmartStorage (30kW/78kWh)

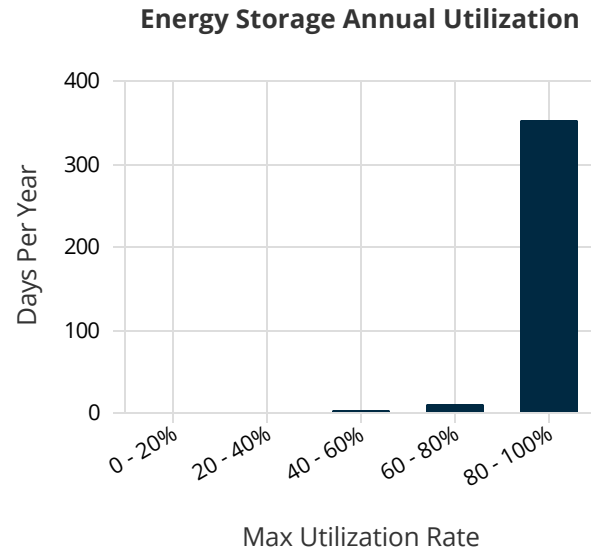
### ESS Equipment Typical Lifespan

Battery Banks: 10 Years  
Inverters: 10 Years

### ESS Cost And Incentives

ESS System Cost	\$97,344
MCE Monthly Bill Credit	-\$16,800
MCE Performance-Based Pay	-\$31,097
MCE Gap funding	-\$15,600

**Net ESS System Cost: \$33,847**



Energy Output and Demand Savings From Solar PV and Energy Storage				
Date Range	ESS Energy Discharge	Solar PV Generation	ESS Energy as % of PV Energy	Total Demand Savings
1/7/2020 - 2/7/2020	1,668	3,004	55.53%	\$49
2/7/2020 - 3/7/2020	1,607	3,790	42.40%	\$77
3/7/2020 - 4/7/2020	1,746	5,424	32.19%	\$91
4/7/2019 - 5/7/2019	1,960	7,585	25.84%	\$63
5/7/2019 - 6/7/2019	1,941	8,638	22.47%	\$103
6/7/2019 - 7/7/2019	1,904	8,932	21.32%	\$81
7/7/2019 - 8/7/2019	1,943	8,184	23.74%	\$110
8/7/2019 - 9/7/2019	1,899	7,697	24.67%	\$96
9/7/2019 - 10/7/2019	1,800	6,447	27.92%	\$60
10/7/2019 - 11/7/2019	1,628	4,641	35.08%	\$58
11/7/2019 - 12/7/2019	1,728	3,653	47.30%	\$63
12/7/2019 - 1/7/2020	1,658	3,114	53.24%	\$34
-	21,482	71,109	30.21%	\$885

## 2.1.3 MCE Payments

This section summarizes all incentives available for this project. The estimated rebate, incentive, and MCE payment amounts for this project are shown.

### **MCE: \$200/mo bill credit**

\$200/month bill credit for 7yr Term

Total Value: \$16,800

### **MCE: \$0.22/kWh Performance-Based Payment**

Performance-based payment based on total ESS kWh discharged (between 4p-9p) 24/7/365, priced at \$0.22/kWh for a 7-year term

Total Value: \$31,097

### **MCE: \$200/kWh gap funding**

Not to exceed \$50k / site gap funding (one-time)

Total Value: \$15,600



## 2.1.4 Utility Rates

The rates for each are shown below and your estimated electric bills are shown on the following page for each rate schedule.

Fixed Charges			Energy Charges			Demand Charges		
Type	A-10	B-10	Type	A-10	B-10	Type	A-10	B-10
W Daily	\$5.48		W Flat Rate	\$0.15413		W NC	\$15.68	
S Daily	\$5.48	\$5.48	S Flat Rate	\$0.19174		S NC	\$15.68	\$14.31
W1 Daily		\$5.48	W1 On Peak		\$0.19472	W1 NC		\$14.31
W2 Daily		\$5.48	W1 Off Peak		\$0.15924	W2 NC		\$14.31
			W2 On Peak		\$0.19472			
			W2 Off Peak		\$0.15924			
			W2 Super Off Peak		\$0.12290			
			S On Peak		\$0.27100			
			S Part Peak		\$0.20931			
			S Off Peak		\$0.17674			

## 2.1.5 Current Electric Bill

The table below shows your annual electricity costs based on the most current utility rates and your previous 12 months of electrical usage.

### Rate Schedule: PG&E - A-10

Time Periods	Energy Use (kWh)	Max Demand (kW)	Charges				
Bill Ranges & Seasons	Total	NC / Max	Other	NBC	Energy	Demand	Total
1/7/2020 - 2/7/2020 W	10,720	25	\$170	\$268	\$1,384	\$392	\$2,214
2/7/2020 - 3/7/2020 W	10,137	25	\$159	\$253	\$1,309	\$392	\$2,113
3/7/2020 - 4/7/2020 W	7,289	25	\$170	\$182	\$941	\$392	\$1,685
4/7/2019 - 5/7/2019 W/S	10,393	25	\$164	\$260	\$1,419	\$392	\$2,236
5/7/2019 - 6/7/2019 S	11,000	25	\$170	\$275	\$1,834	\$392	\$2,671
6/7/2019 - 7/7/2019 S	10,295	28	\$164	\$257	\$1,717	\$439	\$2,577
7/7/2019 - 8/7/2019 S	10,912	28	\$170	\$273	\$1,819	\$439	\$2,701
8/7/2019 - 9/7/2019 S	10,897	28	\$170	\$272	\$1,817	\$439	\$2,698
9/7/2019 - 10/7/2019 S	10,930	29	\$164	\$273	\$1,822	\$455	\$2,715
10/7/2019 - 11/7/2019 S/W	10,393	28	\$170	\$260	\$1,653	\$430	\$2,513
11/7/2019 - 12/7/2019 W	9,969	25	\$164	\$249	\$1,287	\$392	\$2,093
12/7/2019 - 1/7/2020 W	9,938	25	\$170	\$248	\$1,283	\$392	\$2,094
Totals:	122,873	-	\$2,004	\$3,072	\$18,287	\$4,946	\$28,310

## 2.1.6 New Electric Bill

### Rate Schedule Option 1: PG&E - A-10

Time Periods	Energy Use (kWh)	Max Demand (kW)	Charges				
Bill Ranges & Seasons	Total	NC / Max	Other	NBC	Energy	Demand	Total
1/7/2020 - 2/7/2020 W	8,013	24	\$170	\$200	\$1,035	\$376	\$1,781
2/7/2020 - 3/7/2020 W	6,633	22	\$159	\$166	\$857	\$345	\$1,526
3/7/2020 - 4/7/2020 W	2,175	21	\$170	\$114	\$281	\$329	\$894
4/7/2019 - 5/7/2019 W/S	3,083	23	\$164	\$118	\$423	\$361	\$1,066
5/7/2019 - 6/7/2019 S	2,708	21	\$170	\$115	\$452	\$329	\$1,065
6/7/2019 - 7/7/2019 S	1,701	25	\$164	\$104	\$284	\$392	\$944
7/7/2019 - 8/7/2019 S	3,073	23	\$170	\$128	\$512	\$361	\$1,171
8/7/2019 - 9/7/2019 S	3,537	24	\$170	\$128	\$590	\$376	\$1,263
9/7/2019 - 10/7/2019 S	4,803	29	\$164	\$136	\$801	\$455	\$1,556
10/7/2019 - 11/7/2019 S/W	6,041	26	\$170	\$155	\$957	\$402	\$1,684
11/7/2019 - 12/7/2019 W	6,624	23	\$164	\$166	\$855	\$361	\$1,546
12/7/2019 - 1/7/2020 W	7,119	25	\$170	\$178	\$919	\$392	\$1,659
Totals:	55,510	-	\$2,004	\$1,707	\$7,965	\$4,478	\$16,156

### New Rate Schedule Option 2: PG&E - B-10

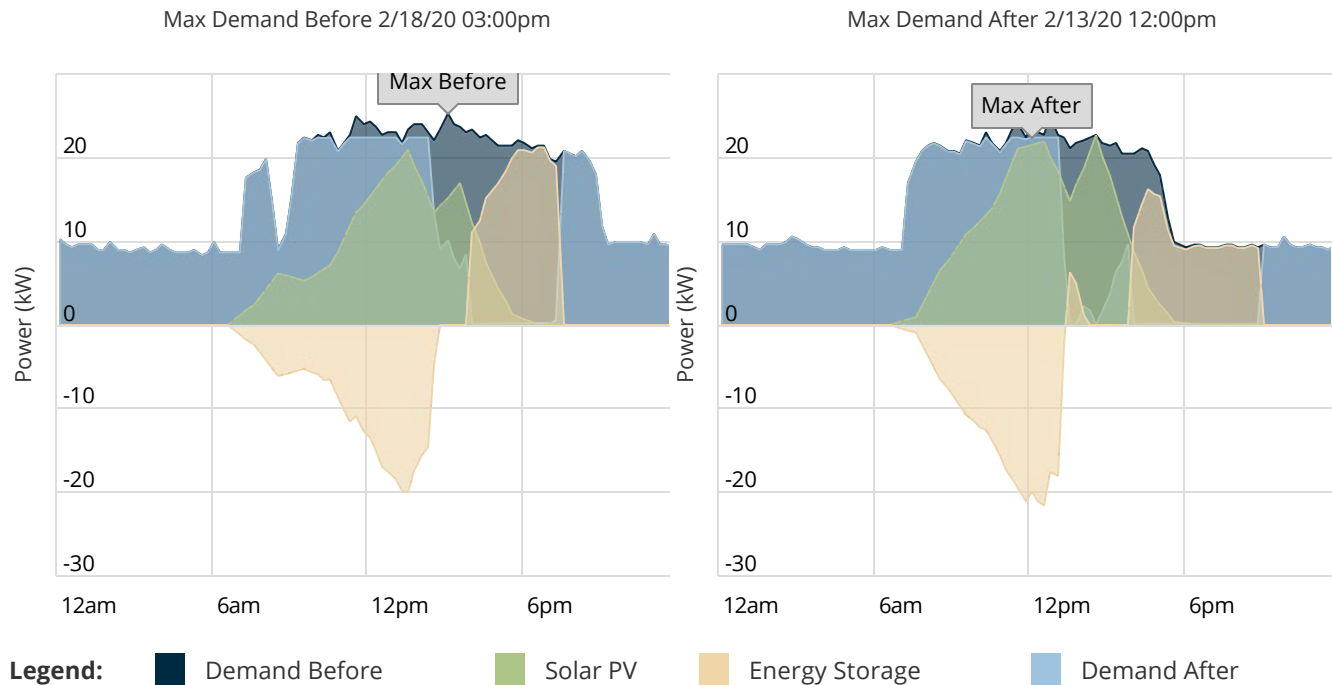
Time Periods	Energy Use (kWh)				Max Demand (kW)	Charges				
Bill Ranges & Seasons	On Peak	Part Peak	Off Peak	Super Off Peak	NC / Max	Other	NBC	Energy	Demand	Total
1/7/2020 - 2/7/2020 W1	730	0	7,282	0	24	\$170	\$200	\$1,101	\$343	\$1,815
2/7/2020 - 3/7/2020 W1/W2	489	0	5,609	534	22	\$159	\$166	\$888	\$315	\$1,528
3/7/2020 - 4/7/2020 W2	-1,324	0	2,662	838	21	\$170	\$114	\$215	\$301	\$799
4/7/2019 - 5/7/2019 W2	-769	0	2,847	1,004	23	\$164	\$118	\$350	\$329	\$961
5/7/2019 - 6/7/2019 W2/S	-961	-34	3,073	630	21	\$170	\$115	\$299	\$289	\$872
6/7/2019 - 7/7/2019 S	-1,476	-159	3,336	0	25	\$164	\$104	\$114	\$358	\$740
7/7/2019 - 8/7/2019 S	-1,193	29	4,238	0	23	\$170	\$128	\$355	\$329	\$982
8/7/2019 - 9/7/2019 S	-785	155	4,167	0	24	\$170	\$128	\$468	\$343	\$1,108
9/7/2019 - 10/7/2019 S/W1	-145	311	4,637	0	29	\$164	\$136	\$706	\$395	\$1,401
10/7/2019 - 11/7/2019 W1	410	0	5,632	0	26	\$170	\$155	\$826	\$372	\$1,522
11/7/2019 - 12/7/2019 W1	445	0	6,179	0	23	\$164	\$166	\$905	\$329	\$1,564
12/7/2019 - 1/7/2020 W1	513	0	6,606	0	25	\$170	\$178	\$974	\$358	\$1,679
Totals:	-4,066	302	56,268	3,006	-	\$2,004	\$1,707	\$7,200	\$4,061	\$14,973

**Annual Electricity Savings: \$13,337**

## Demand Profiles

Date Range: 2/7/2020 - 3/7/2020

**Max NC Demand:** The charts below show when the maximum non-coincident (NC) demand for this facility occurred before and after the hybrid Solar PV with Storage system simulation.



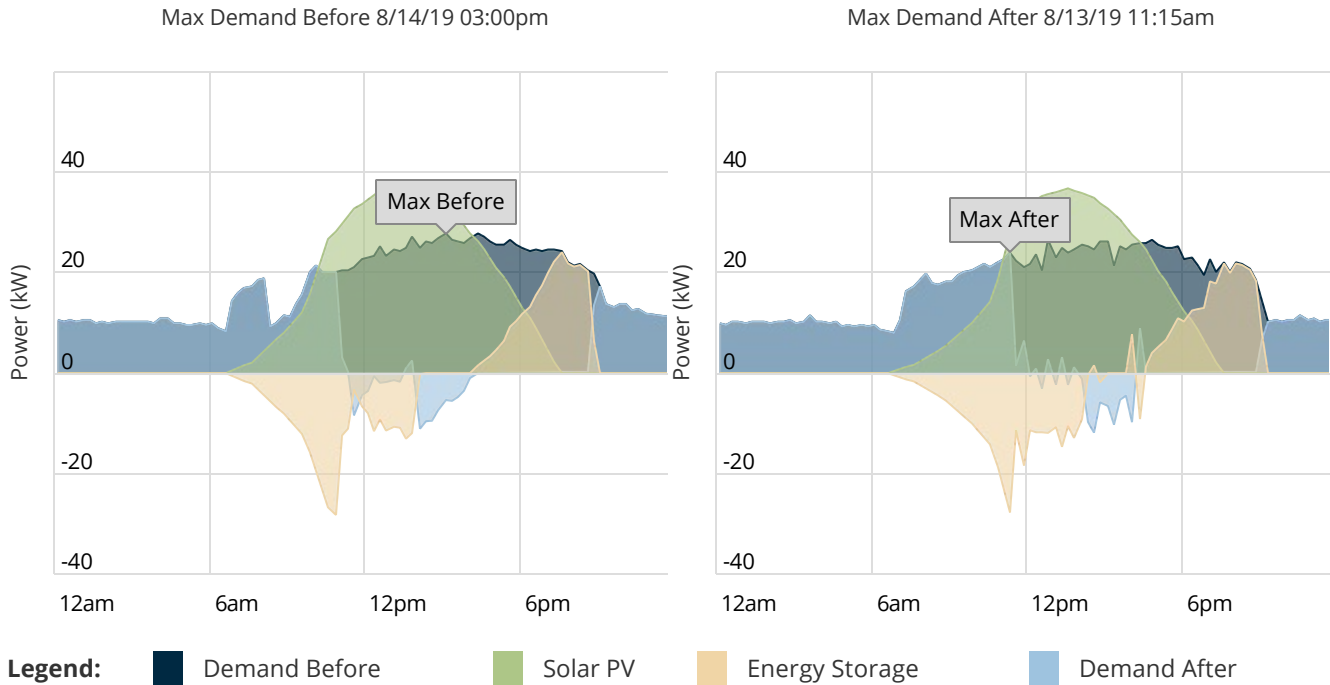
**Max On-Peak Demand:** The charts below show when the maximum on-peak demand for this facility occurred before and after the hybrid Solar PV with Storage system simulation.

Charts Not Applicable

# Demand Profiles

Date Range: 8/7/2019 - 9/7/2019

**Max NC Demand:** The charts below show when the maximum non-coincident (NC) demand for this facility occurred before and after the hybrid Solar PV with Storage system simulation.



**Max On-Peak Demand:** The charts below show when the maximum on-peak demand for this facility occurred before and after the hybrid Solar PV with Storage system simulation.

Charts Not Applicable

## 4.1 Cash + SGIP + MCE Payments

### Inputs and Key Financial Metrics

Total Project Costs	\$257,344	Payback Period	12.2 Years	Discount Rate	6%	Federal Income Tax Rate	0%
20-Year IRR	6.03%	PV Degradation Rate	0.5%	Electricity Escalation Rate	4%	State Income Tax Rate	0%

Years	Upfront	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
<b>Cash</b>											
Project Costs	-\$257,344	-	-	-	-	-	-	-	-	-	-
SGIP Incentive	\$11,700	\$2,340	\$2,340	\$2,340	\$2,340	\$2,340	-	-	-	-	-
O&M / Replacement	-	-\$250	-\$257	-\$265	-\$273	-\$281	-\$290	-\$299	-\$307	-\$317	-\$326
MCE Monthly Bill Credit	-	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400	\$2,400	-	-	-
MCE Performance-Based Pay	-	\$4,726	\$4,632	\$4,537	\$4,442	\$4,348	\$4,253	\$4,159	-	-	-
MCE Gap funding	-	\$15,600	-	-	-	-	-	-	-	-	-
Electric Bill Savings	-	\$13,337	\$13,786	\$14,250	\$14,729	\$15,224	\$15,734	\$16,261	\$16,805	\$17,367	\$17,946
<b>Cash</b>	<b>-\$245,644</b>	<b>\$38,153</b>	<b>\$22,900</b>	<b>\$23,262</b>	<b>\$23,639</b>	<b>\$24,030</b>	<b>\$22,098</b>	<b>\$22,522</b>	<b>\$16,498</b>	<b>\$17,050</b>	<b>\$17,620</b>
<b>Total Cash Flow</b>	<b>-\$245,644</b>	<b>\$38,153</b>	<b>\$22,900</b>	<b>\$23,262</b>	<b>\$23,639</b>	<b>\$24,030</b>	<b>\$22,098</b>	<b>\$22,522</b>	<b>\$16,498</b>	<b>\$17,050</b>	<b>\$17,620</b>
<b>Cumulative Cash Flow</b>	<b>-\$245,644</b>	<b>-\$207,491</b>	<b>-\$184,591</b>	<b>-\$161,329</b>	<b>-\$137,690</b>	<b>-\$113,660</b>	<b>-\$91,562</b>	<b>-\$69,040</b>	<b>-\$52,542</b>	<b>-\$35,492</b>	<b>-\$17,872</b>

## 4.1 Cash + SGIP + MCE Payments

### Inputs and Key Financial Metrics

Total Project Costs	\$257,344	Payback Period	12.2 Years	Discount Rate	6%	Federal Income Tax Rate	0%
20-Year IRR	6.03%	PV Degradation Rate	0.5%	Electricity Escalation Rate	4%	State Income Tax Rate	0%

Years	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Totals
<b>Cash</b>											
Project Costs	-	-	-	-	-	-	-	-	-	-	-\$257,344
SGIP Incentive	-	-	-	-	-	-	-	-	-	-	\$23,400
O&M / Replacement	-\$23,736	-\$346	-\$356	-\$367	-\$378	-\$5,389	-\$401	-\$413	-\$426	-\$438	-\$35,118
MCE Monthly Bill Credit	-	-	-	-	-	-	-	-	-	-	\$16,800
MCE Performance-Based Pay	-	-	-	-	-	-	-	-	-	-	\$31,097
MCE Gap funding	-	-	-	-	-	-	-	-	-	-	\$15,600
Electric Bill Savings	\$18,825	\$19,453	\$20,102	\$20,771	\$21,462	\$22,175	\$22,911	\$23,669	\$24,452	\$25,260	\$374,522
<b>Cash</b>	-\$4,911	\$19,107	\$19,746	\$20,404	\$21,084	\$16,786	\$22,509	\$23,256	\$24,027	\$24,822	\$168,958
<b>Total Cash Flow</b>	-\$4,911	\$19,107	\$19,746	\$20,404	\$21,084	\$16,786	\$22,509	\$23,256	\$24,027	\$24,822	\$168,958
<b>Cumulative Cash Flow</b>	-\$22,783	-\$3,675	\$16,070	\$36,475	\$57,559	\$74,344	\$96,853	\$120,110	\$144,136	\$168,958	-

**ATTACHMENT 2 – CONTRACT PAYMENT MILESTONES AND ESTIMATED SCHEDULE**

EPC Milestone	Description	Payment Milestone <sup>2</sup>		Est. Schedule
		%	\$	Week
Notice to Proceed <sup>1</sup>	NTP issued by customer	10%	\$25,734	0
Major Components Onsite <sup>1</sup>	Field verified by customer	15%	\$38,602	8
Mechanical Completion <sup>1,3</sup>	Mechanical installations field verified by customer	50%	\$128,672	14
Substantial Completion <sup>3</sup>	AHJ inspection approval; utility permission to operate (PTO)	15%	\$38,602	22
Final Completion <sup>3,4</sup>	Fully commissioned; customer training; COD certificate issued	10%	\$25,734	26
	<b>Total</b>	100%	<b>\$257,344</b>	

- Notes:**
- 1** - MCE Gap Funding can be assigned to MBL as payment offset
  - 2** - For smaller projects (e.g., 60kW/156kWh or less) payment milestones may be combined to simplify accounting
  - 3** - For smaller projects (e.g., 60kW/156kWh or less) the estimated schedule for this milestone could be reduced as much as half
  - 4** - All SGIP payments made to customer with first payment (50% of total) made 45-60 days after COD

# YOUR JOURNEY THROUGH MCE'S ENERGY STORAGE PROGRAM



\*Timelines are estimates.



## YOUR JOURNEY

### THROUGH THE SELF GENERATION INCENTIVE PROGRAM (SGIP) APPLICATION PROCESS



\*Timelines are estimates.

20210504





My community.  
My choice.

# MCE

A local, not-for-profit electricity provider



## OUR MISSION

Address climate change by reducing energy-related greenhouse gas emissions

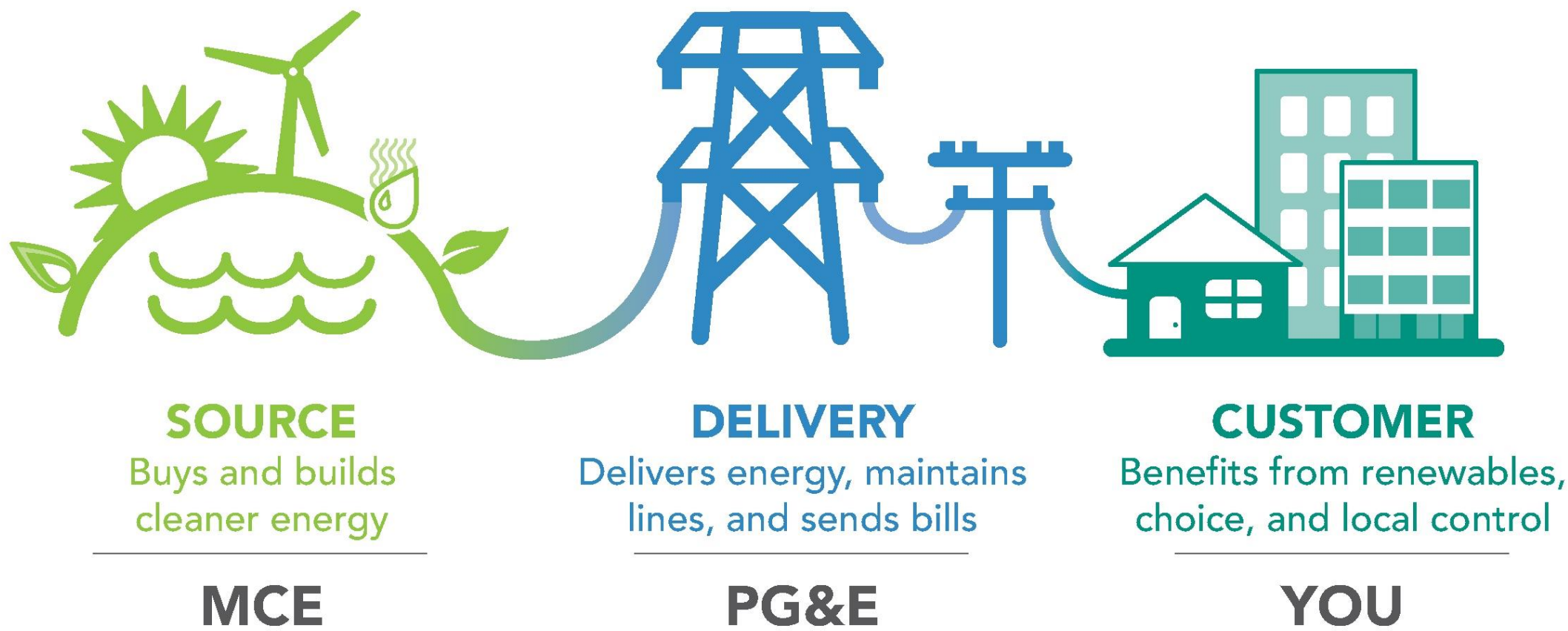
**Renewable energy and energy efficiency**

**Cost-competitive rates**

**Economic and workforce benefits**

**More equitable communities**


# How Electric Service Works with MCE



# MCE Energy Storage Program


## 2-Year Program Goal

Deploy 15 MWh of dispatchable, customer-sited storage for resiliency and shifting load away from peaks




**Resilience**

Back-up during power shut-offs or other outage events




**Bill savings**

By reducing demand changes and peak pricing



**Lower emissions**

Battery aligns with renewable energy sources to reduce carbon emissions



**Grid Health**

Participation supports a healthy, reliable local grid

# Load Shifting and Resiliency Benefits

Battery automatically charges and discharges depending on the use case

## Use Case 1 Daily Peak Load Management

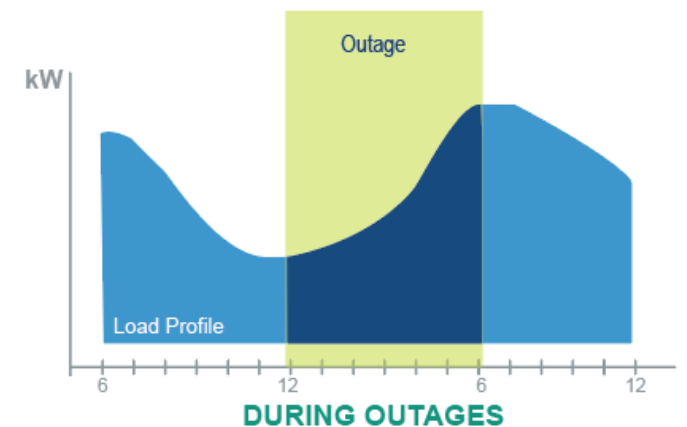
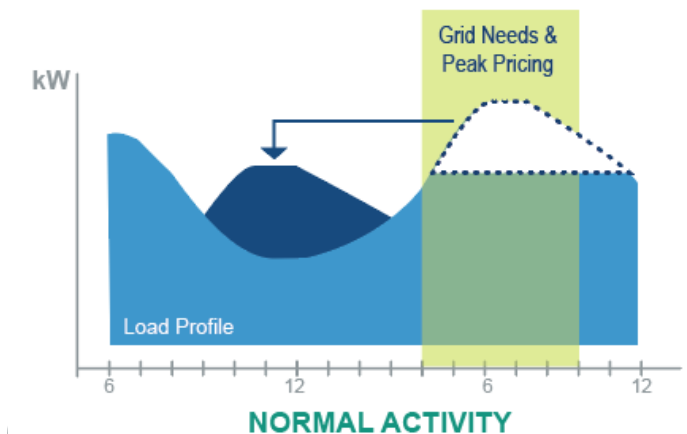
- Off-peak charging from on-site solar
- On-peak discharging (4-9pm) to help power building

## Use Case 2 Planned Public Safety Power Shutoffs

- Battery plans to charge to full capacity at time of notification

## Use Case 3 Emergency Outages

- Battery immediately begins charging



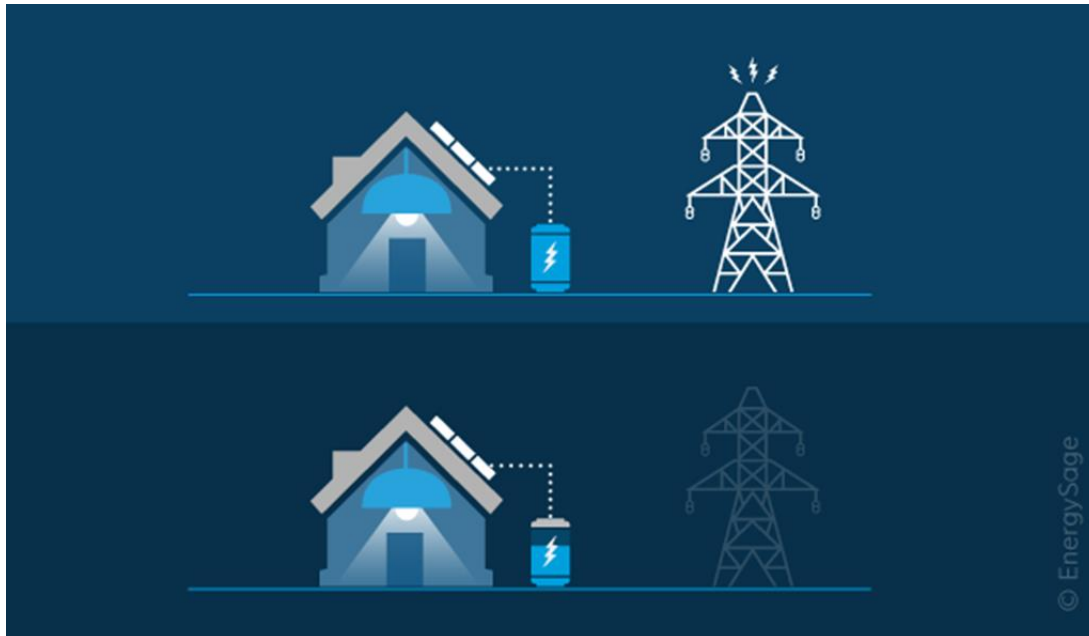
# Customer Offering



MCE trade ally plans, designs & installs battery



Reduced cost customer-owned battery



- Stacked incentives: SGIP + MCE gap funding
- \$10-\$200/month bill credits
- Reduced energy costs with smart charging and discharging



# Program Partners

## MBL Energy

- Headquartered in San Jose, CA
  - Established in 2002
  - Multi-trade CA licensed contractor
  - 2<sup>nd</sup> branch in Monrovia, CA
  - Approx. \$70million/yr revenue (solar bus.)
- Design / build solar company focused on structural, mechanical, roofing work
- In-house design engineers & tenured project managers
- CSLB license #1060897 (B/General via RMO Robert Laubach)





# Proposal Overview: Belvedere Tiburon Library

## Proposal #1

### ➤ Solution

- 30kW Rooftop Solar
- 30kW / 78kWh Energy Storage

### ➤ Benefits

- 2+ hour emergency backup
- 4+ hour backup w/solar recharge during outage
- Annual Electricity Savings = \$9,405
- MCE Payments, Rebates, and Incentives
- Reduced the cost of the solution by \$48,919



# Proposal Overview: Belvedere Tiburon Library

## Proposal #2

### ➤ Solution

- 50kW Carport Canopy Solar
- 30kW / 78kWh Energy Storage

### ➤ Benefits

- 2+ hour emergency backup
- 4+ hour backup w/solar recharge during outage
- Annual Electricity Savings = \$14,523
- MCE Payments, Rebates, and Incentives
- Reduced the cost of the solution by \$53,496



# Thank You

mceCleanEnergy.org

[info@mceCleanEnergy.org](mailto:info@mceCleanEnergy.org)

@mceCleanEnergy



10-40





<b>7/1/2021</b>	<b>Compliance With Gann Limits FY 2022</b>	<b>Agency &amp; CFD</b>	<b>Agency 63%</b>	<b>CFD 37%</b>	
	<b>Total Proposed Expenditures</b>	2,899,427			
	<b>Less: BTLF &amp; other Grants</b>	(60,000)			
	Debt Service	(130,050)			
	PERS - Retirement Benefits	(237,742)			
	Workers Comp. Insurance	(6,838)			
	Payroll Tax	(28,119)			
	<b>Spending Subject to Limits</b>	<b>2,436,678</b>	1,535,107	901,571	
	<b>Fiscal 2022 Appropriation Limits</b>	<b>2,747,440</b>	<b>1,739,720</b>	<b>1,007,720</b>	
	<b>Available Room in Limits</b>	<b>310,762</b>	<b>204,612</b>	<b>106,149</b>	
	<b>Calculation of Gann Appropriation Limits</b>	<b>Total Limit</b>	<b>Agency</b>	<b>CFD</b>	
***	Fiscal 2021 Gann Limits	2,609,765	1,652,542	957,223	
"A"	California Per Capita Income change		1.0573	1.0573	
"B"	<b>Greater</b> of Co. or District population growth		0.9957	0.9957	
	Annual Combined Escalator - A x B		1.0528	1.0528	
	<b>Fiscal 2021 Appropriation Limits</b>	<b>2,747,440</b>	<b>1,739,720</b>	<b>1,007,720</b>	
		<b>1/1/2020</b>	<b>1/1/2021</b>	<b>Change</b>	
	Marin County Population	256,217	255,106	-0.43%	
	Belvedere Population	2,078	2,066	-0.58%	
	Tiburon Population	9,510	9,456	-0.57%	
	<b>Total District Population</b>	<b>11,588</b>	<b>11,522</b>	<b>-0.57%</b>	
	Source: Dept. of Finance Letter, St. of Calif., May, 2021				
***	<b>Resolutions <u>267-2021</u> and <u>268-2021</u></b>				
Source:	<a href="http://www.dof.ca.gov/Forecasting/Demographics/Estimates/Population">http://www.dof.ca.gov/Forecasting/Demographics/Estimates/Population</a>				



RESOLUTION NO. 267-2021

RESOLUTION OF THE BELVEDERE TIBURON LIBRARY AGENCY  
ADOPTING THE 2021/2022  
GANN APPROPRIATIONS LIMIT

WHEREAS, Article XIII B of the Constitution of the State of California requires governmental jurisdictions to establish appropriations limits each fiscal year; and

WHEREAS, the Belvedere Tiburon Library Agency has calculated that limit for the 2021/2022 fiscal year to be \$1,739,720 and

WHEREAS, said Agency also calculates the amount of the proceeds of taxes that are subject to the appropriation limit to be \$1,535,107 for the 2021/2022 fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Belvedere Tiburon Library Agency that the sum of \$1,739,720 is hereby established as the appropriations limit for the Belvedere Tiburon Library Agency for the 2021/2022 fiscal year.

PASSED AND ADOPTED at a regular meeting of the Board of Trustees of the Belvedere Tiburon Library Agency on the 21st day of July, 2021.

AYES: TRUSTEES:

NOES: TRUSTEES:

ABSENT: TRUSTEES:

ATTEST:

\_\_\_\_\_  
\_\_\_\_\_, Library Agency Chair

\_\_\_\_\_  
Kristin Johnson, Clerk of the Board



RESOLUTION NO. 268-2021

RESOLUTION OF THE BELVEDERE TIBURON LIBRARY AGENCY  
ADOPTING THE 2021/2022 GANN APPROPRIATIONS LIMIT  
FOR THE BELVEDERE-TIBURON LIBRARY AGENCY  
COMMUNITY FACILITIES DISTRICT NO. 1995-1

WHEREAS, Article XIII B of the Constitution of the State of California requires governmental jurisdictions to establish appropriations limits each fiscal year; and

WHEREAS, the Belvedere Tiburon Library Agency has calculated the said Community Facilities District No. 1995-1 limit for the 2021/2022 fiscal year as \$1,007,720 and

WHEREAS, said Agency also recalculates the amount of the proceeds of taxes that are subject to the appropriation limit to be \$901,571 for the 2021/2022 fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Belvedere Tiburon Library Agency that the sum of \$1,007,720 is hereby established as the appropriations limit for the Belvedere-Tiburon Library Agency Community Facilities District No. 1995-1 for the 2021/2022 fiscal year.

PASSED AND ADOPTED at a regular meeting of the Board of Trustees of the Belvedere Tiburon Library Agency on the 21<sup>st</sup> day of July, 2021.

AYES: TRUSTEES:

NOES: TRUSTEES:

ABSENT: TRUSTEES:

ATTEST:

\_\_\_\_\_, Library Agency Chair

\_\_\_\_\_  
Kristin Johnson, Clerk of the Board

## **Belvedere-Tiburon Library Agency Future Meeting Dates**

No August meeting unless deemed necessary

September 20, 2021

October 18, 2021

November 15, 2021

No December meeting unless deemed necessary

January 10, 2022 (*second Monday due to MLK Holiday*)

February 14, 2022 (*second Monday due to Presidents' Day Holiday*)

March 21, 2022

All meetings are held at 6:15 pm remotely via Zoom

Unless otherwise noted