



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** Community Services  
**Department No.:** 057  
**For Agenda Of:** June 27, 2023  
**Placement:** Administrative  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Department George Chapjian, Community Services Director  
Director(s) (805) 568-2467

Contact Info: Ashley Watkins, Division Chief  
(805) 568-3514

**SUBJECT:** Approval for the Community Services Department to Apply for a Building Forward Grant-Orcutt Library

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence: Risk

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

- a) Approve, authorize, and ratify the Community Services Department Director's submittal of a grant application to Building Forward Library Facilities Improvement Program for the purpose of obtaining funding for the renovation of the potential future Orcutt library building;
- b) Provide other direction to the Community Services Department Director regarding the submittal of a grant application to Building Forward Library Facilities Improvement Program for the purpose of obtaining funding for the renovation of the potential future Orcutt library building;
- c) Direct staff to return to the Board of Supervisors for consideration of acceptance, should the funding be awarded; and
- d) Determine that the above recommended actions do not constitute a project pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15378(b)(5), because they consist of administrative activities that will not result in a direct or indirect physical change to the environment.

**Summary Text:**

This item is on the agenda to request Board of Supervisors direction regarding the Community Services Department's submittal of a grant application to the California State Library Building Forward Library Facilities Improvement Program for the Orcutt library. Funds would be used for renovations to the Union Oil Building located at 201 South Broadway St. in Orcutt, which is currently being evaluated for purchase by General Services. To receive Building Forward grant funds, the County must have completed the building purchase process by the time grant awards are announced. Staff was unable to request approval from the Board prior to submitting the grant application due to timing and the limited number of Board meetings scheduled prior to the grant deadline.

**Background:**

Plans dating back to 1995 cite a need for a significantly larger library of up to 20,000 square feet (sf) to serve Orcutt and its surrounding communities. The City of Santa Maria, which operates the Orcutt Library on behalf of the County, recently conducted a space needs assessment that calls for 17,160 sf to adequately meet community needs. A survey of the area for suitable properties identified the Union Oil Building as the only known available building located in Orcutt that the County could purchase to replace the current leased Orcutt Library space. This new location would increase capacity by doubling the space of the existing library.

General Services is currently working with the owner of the Union Oil Building to conduct an evaluation and appraisal to determine the purchase price and next steps. In August 2021, General Services hired RRM Design Group to complete a facility assessment report (FAR) of the Union Oil Building as part of the County's due diligence prior to purchasing the building (see Attachment A). The renovation project proposed for the Building Forward Grant is based on the findings from the FAR and discussions with the City of Santa Maria, the Orcutt Library's operator.

The Union Oil Building is currently used primarily as office space and will require modifications to become a state-of-the-art public library. If awarded, the Building Forward grant could cover a portion of the costs required to renovate the Union Oil Building to meet current safety, accessibility, energy, and sustainability requirements in line with state and local codes and regulations. On May 17, 2023, the Community Services Department submitted a Building Forward grant application (Attachment B) for the amount of \$9,823,811. Staff was unable to request approval from the Board prior to submitting the grant application due to timing and the limited number of Board meetings scheduled prior to the grant deadline.

To date the County has secured approximately \$5.174M in private donations, mitigation development fees, and federal funds for the purchase and renovation of the Union Oil Building.

<b>Funds Secured</b>	
<b>Source</b>	<b>Amount</b>
Federal FY 2023 Community Projects	\$2,000,000
Friends of the Orcutt Library	\$2,124,000
Dedicated Mitigation Development Fee	\$550,000
County Funding	\$500,000
<b>Total</b>	<b>\$5,174,000</b>

A Building Forward grant in any amount would contribute to the stacked funding that will be required to purchase and retrofit the Union Oil Building. Additional local, state, federal, and/or philanthropic funding sources will likely also be needed to fully fund the purchase and renovation of a new Orcutt Library space. To receive Building Forward grant funds, the County must have completed the building purchase process by the time grant awards are announced.

**Fiscal and Facilities Impacts:**

Budgeted: No

If awarded, staff will return with a Budget Revision request necessary to appropriate the funds.

**Staffing Impacts:**

None

**Special Instructions:**

Please provide a copy of the minute order to Ashley Watkins.

**Attachments:**

Attachment A – Facility Assessment Report, Union Oil Building – RRM Design Group

Attachment B – Building Forward Grant Application – Orcutt Library

**Authored by:** Ashley Watkins, Division Chief

**cc:** Kirk Lagerquist, Director of General Services