

# Interoffice Memo

Date: 9/21/2004

To: Board of Supervisor's

From: Ron Cortez, Director General Services

Cc: County Administrator, Clerk-Recorder-Assessor, Deputy Director of Public Works for Solid Waste

RE: California Cultural and Historic Endowment (CCHE) Grant Request

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During your meeting of September 21, 2004, the general public raised four questions regarding the staff report and grant application. Those questions were:

1. What was the original intent of the Hall of Records staff moving to 130 East Victoria Street and why did that not occur.

**Reply by Mr. Joseph Holland (under separate cover)**

2. Why is the grant application not seeking a 1-to-1 match? In other words, why is the County funding the project at \$1.80 for every \$1 from the grant source?

**Reply herewith**

3. What are the legal uses of the "Automation Fund" monies? Can they be spent on capital improvements? And, can they be spent to fund non-Recorder functions?

**Reply by Mr. Joseph Holland (under separate cover)**

4. What are the sources of revenues for the Automation Fund?

**Reply by Mr. Joseph Holland (under separate cover)**

## **Question 2 : Why is the grant application not seeking a 1-to-1 match?**

**Answer:** Most grant sources provide funds on a reimbursement basis and only on projects not underway. The *California Cultural and Historic Endowment* is setup in this fashion. The Endowment can make exceptions on a case-by-case basis.

The Santa Barbara Courthouse Hall of Records Historic Rehabilitation is comprised of three distinct phases of work.

- Phase I was the installation of the geothermal loop field and landscape restoration.

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- Phase II will install a new elevator and electrical service and;
- Phase III will complete the work with interior alterations and finishing. The grant application required a detailed listing of project tasks, cost and resources to deliver those tasks. Each of the phases is listed with their costs, in summary, followed by a detail listing.

Because the grant prohibits the reimbursement of costs already paid, unless prior approval is provided, only those costs not yet incurred are eligible. The following chart indicates, in summary, total project budget, those costs already expended and those costs eligible to use as a match.

Project Summary Chart

| <u>Task Description</u>               | <u>Task Budget</u> | <u>Local Source of Funds:<br/>Clerk-Recorder-Assessor or<br/>Docent Council<sup>1</sup></u> | <u>CCHE Request</u> |
|---------------------------------------|--------------------|---|---------------------|
| Pre-Planning Phase                    | \$ 193,193.00      | \$193,193.00  | \$0.00              |
| Phase I Work: Geothermal              | \$ 830,207.00      | \$830,207.00  | \$0.00              |
| Phase II Work:<br>Elevator/Electrical | \$ 342,000.00      | \$342,000.00  | \$0.00              |
| Phase III Work: Interior              | \$1,479,000.00     | \$479,000.00  | \$1,000,000.00      |
| Totals                                | \$2,844,400.00     | \$1,844,400.00  | \$1,000,000.00      |

Project Match Summary Chart

| <u>Task Description</u>                          | <u>Task Budget</u> | <u>Amounts Paid<br/>To Date</u> | <u>Balance</u> | <u>Eligible<br/>Matching Funds</u> |
|--|--------------------|---------------------------------|----------------|------------------------------------|
| Pre-Planning Phase                               | \$ 193,193.00      | \$133,000.00                    | 60,193.00      | 0.00                               |
| Phase I Work: Geothermal,<br>Furniture and Lamps | \$ 830,207.00      | \$630,207.00                    | 200,000.00     | 0.00                               |
| Phase II Work:<br>Elevator/Electrical            | \$ 342,000.00      | \$16,000.00                     | 326,000.00     | 0.00                               |
| Phase III Work: Interior                         | \$1,479,000.00     | 0.00                            | 1,479,000.00   | 1,200,000.00                       |
| Totals   | \$2,844,400.00     | \$779,207.00                    | \$2,065,193.00 | \$1,200,000.00                     |

While the 1.2 million dollar eligibility amount exceeds slightly the match requirement, this places our grant request in a favorable position. There are few grant dollars and strong competition for those dollars—statewide. The stronger case is one where the project demonstrates the “heavy lifting”, means that we are more likely to be considered for a grant than not.

<sup>1</sup> Docent Council proposes a project to secure the copper repoussè panels on the HR main doors—the costs are estimated at \$29,000.