



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

#7 LATE DIST

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

Department Name: CEO  
Department No.: 012  
For Agenda Of: 11/09/10  
Placement: Departmental  
Estimated Time: 30 minutes  
Continued Item: Yes  
If Yes, date from: 10/26/10  
Vote Required: 4/5

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**TO:** Board of Supervisors  
**FROM:** Department Chandra L. Wallar, County Executive Officer  
Director(s)  
Contact Info: Terri Nisich, Assistant County Executive Officer  
**SUBJECT:** New Orcutt Library Tenant Improvements

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

- (A) Approve the attached budget revision to transfer \$270,000 from the Orcutt Library AB 1600 Development Impact Fees and \$130,000 from Contingency to General County Programs for tenant improvements at the new Orcutt Public Library with the understanding that the General Fund Contingency will be repaid over time from future Orcutt Library AB 1600 Development Impact Fees.
- (B) Approve and authorize the Chair to sign the attached agreement with the City of Santa Maria for funding of tenant improvements at the new Orcutt Public Library (Attachment 3).

**Summary Text:**

The County has received a request from the City of Santa Maria to assist in the funding of tenant improvements at a new library space for the Orcutt branch library (Attachment 1). The current Orcutt branch library has been housed in a 2,700 square foot rental space in the Oak Knoll Shopping Center for ten years. The square footage does not adequately meet the needs of the increasing population and the growing demand for library services across all demographics. For over five years library supporters have been in search of appropriate space for an expanded library within Orcutt and have recently identified space in Old Town Orcutt at the recently completed Orcutt Union Plaza. This space will provide 4,507 square feet, a 67% increase over the current location, and this increased footage will allow for an expansion of the library collection and a doubling of the number of computers available for use by the public over time. The new space is in need of tenant improvements that are estimated to cost \$426,400. This item is before the Board to consider funding tenant improvements through development impact fees and Contingency (Attachment 2). Should the Board decide to fund these improvements; the

County would enter into an agreement with the City of Santa Maria regarding the use of these funds (Attachment 3).

**Background:**

The funding request is being brought forward by the City of Santa Maria on behalf of the Orcutt branch library. The County of Santa Barbara works collaboratively with the Cities of Santa Barbara, Lompoc and Santa Maria to provide library services throughout the County. Santa Maria has the primary obligation to furnish library services to all persons inhabiting Zone 3 including the City of Guadalupe, the City of Santa Maria, and the unincorporated communities of Orcutt and Cuyama. Per Section 2 of "The Agreement for Operation of a Countywide Free Library System" between the County and the respective cities, *"Each of the contracting cities shall assume and provide the services of a free public library for the zone herein assigned to it, including the incorporated cities within such zone. The city librarian for each of the three contracting cities shall plan and administer a consolidated library program in the incorporated and unincorporated areas of his/her respective zone."*

The City of Santa Maria will render tenant improvements to the structure and enter into a twenty year lease with a private developer for the new library space for a cost of \$54,000 per year (\$1.00 per square foot). This lease agreement will provide the County with an option to purchase the building at the termination of the agreement. In addition, the City of Santa Maria will enter into an agreement with the County regarding the use of County funds for tenant improvements. Specifically, the agreement will reimburse the City for invoiced expenses in a "not to exceed" amount of \$400,000 and require the City to construct, and maintain improvements and otherwise act as the lead for these various tenant improvements. Tenant Improvements to the facility will include all mechanical, HVAC, plumbing, lighting, security alarms, fire suppression and communications, lighting, pre wiring for technology, plumbing and carpentry. Funding will also be used to address design and permitting of the tenant improvements.

Proposed funding includes \$130,000 from the County General Fund Contingency and \$270,000 from the Orcutt library Government Code Section 66000 development impact fees, which are fees levied on new development to pay for a portion of the cost of services associated with new/additional development. Per the County Board of Supervisors adopted Ordinance #4314, Section 21-153(a)3(h), the library development impact fee is intended to offset the costs incurred *"to acquire, construct and install library facilities" whereby facilities include "public improvements and community amenities including but not limited to public libraries, related equipment, buildings, books, related planning, engineering, construction and administrative activity and any other capital library facility projects identified in the OCP Public Infrastructure Financing Program."* Based on recent projection of future development fees conducted by the Planning and Development, referenced economic factors and development activity, \$27,000 in library development fees are anticipated through fiscal year end 2010/11. In years 2-5 an additional \$38,000 is anticipated. This funding would be utilized to repay the Contingency fund over time. Furthermore, the Orcutt Friends of the Library are contributing \$30,000 toward the improvements.

As noted previously, per the "The Agreement for Operation of a County wide Free Library System, "individual cities, in this instance Santa Maria, assumes responsibility to provide for library services. Therefore, the City of Santa Maria will be the lease holder for the Orcutt Union Plaza facility and will similarly have responsibility to terminate the existing lease at the Oak Knoll property when appropriate. The County, per a condition of the funding agreement, must concur with lease provisions prior to

distribution of funds. The General Services Department will review all requests for reimbursements of funds for tenant improvements.

**Performance Measure:**

The Orcutt branch library serves approximately 28,000 residents, nearly 30,000 items from the library's collection are borrowed ("checked out") by library patrons each year, in addition to the use of computers and other resources on site at the library.

**Fiscal and Facilities Impacts:**

Budgeted: No

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund			\$ 130,000
State			\$ -
Federal			\$ -
AB 1600 Fees			\$ 270,000
Other: Orcutt Friends of the Library			\$ 30,000
Total	\$ -	\$ -	\$ 430,000

Narrative: The budget for tenant improvements is \$426,390, which includes a 15% project contingency of \$53,600. Proposed funding includes the use of \$270,000 from the Orcutt Library Government Code Section 66000 Development Impact Fee, which has a fund balance of \$274,048 as of 9/30/10. An additional \$130,000 is proposed to come from the County (Contingency) and \$30,000 from private donation (Orcutt Friends of the Library). Should the Board of Supervisors allocate \$400,000 of one-time funding from the County, the funds will be used to reimburse the City upon the receipt of project-related invoices per the funding contract. Any unused balance will be retained by the County. Future Orcutt Library Development Impact Fees will be repay Contingency. Costs to operate the new expanded Orcutt Library facility are consistent with operating costs of the existing Orcutt Library. Therefore, no additional funding for operations is requested.

**Attachments:**

- (1) LETTER FROM SANTA MARIA REQUESTING USE OF FUNDS WITH ATTACHMENTS
- (2) BUDGET REVISION
- (3) FUNDING AGREEMENT BETWEEN THE COUNTY AND THE CITY OF SANTA MARIA

**cc:**

Rick Haydon, Assistant City Manager, City of Santa Maria

John Corbett, Interim City Librarian

Jette Christiansson, Business Manager, CEO

# ORCUTT LIBRARY TENANT IMPROVEMENT AGREEMENT

## City of Santa Maria Funding Contract

### For

## Orcutt Library Tenant Improvements

This contract ("Contract") is entered into on November 9, 2010, by and between the County of Santa Barbara (hereinafter "COUNTY"); and the City of Santa Maria (hereinafter "CITY") for the use of development impact fees collected by the County for library purposes under Government Code Section 66000 et seq. and additional County funds for tenant improvements at the proposed Orcutt Branch Library facility located within the Orcutt Union Plaza at 175 S. Broadway Street, Orcutt, California, 93455 ("Library"). The parties anticipate that the City will enter into a lease for the Library premises of at least 20 years ("Lease"). This Contract will not become operative until the City enters into the Lease.

COUNTY and CITY agree as follows:

### 1. STATEMENT OF WORK AND REPORTING

- A. CITY agrees to conduct the project described in the Statement of Work attached hereto as "Exhibit A", and incorporated by this reference, sometimes hereinafter referred to as the "Project". All expenditures under this Contract shall be consistent with the budget attached hereto as "Exhibit B" and incorporated by this reference ("Budget") which identifies the eligible items on which funds distributed under this Agreement may be spent.
- B. CITY agrees to act as lead agency for the Project and is responsible for compliance with CEQA and other environmental requirements associated with the Project.
- C. CITY shall use all funds disbursed hereunder for tenant improvements at the Orcutt Branch Library located within the Orcutt Union Plaza at 175 S. Broadway Street in Orcutt. Tenant improvements as defined herein and in Exhibits A and B specifically includes library improvements, related library equipment and basic furnishings such as bookshelves and desks ("Tenant Improvements").
- D. All funds provided under this contract may only be used by CITY to acquire, construct and/or install library facilities, public improvements and community amenities including but not limited to library improvements, library equipment and related planning, engineering, construction activities. Any funds distributed under this contract that are used for other purposes than enumerated above and set forth in the Budget shall be reimbursed to the COUNTY within thirty days.
- E. Minor program changes may be made to the Statement of Work only upon prior written approval by COUNTY.
- F. In carrying out the Project, CITY agrees that the objectives of the Project are those stated and set out in Exhibit "A."

## ORCUTT LIBRARY TENANT IMPROVEMENT AGREEMENT

- G. CITY agrees to construct and maintain tenant improvements rendered at the Orcutt Branch Library located within the Orcutt Union Plaza at 175 S. Broadway Street in Orcutt for at least twenty (20) years contingent on the continuation of an Agreement for Operation of a Countywide Free Library System between the CITY and the COUNTY. Notwithstanding the above, library equipment purchased under this contract does not need to be maintained past its useful life. CITY shall maintain and operate a public library at that location at all times during the term of this agreement.

### 2. EFFECTIVE DATE OF CONTRACT – TERM

- A. The term of this Contract shall be from the date fully executed by all parties and shall terminate on October 26, 2030, unless sooner terminated as provided herein, and further provided that the term of this Contract may be extended as provided for herein.

### 3. DISBURSEMENT OF FUNDS

Subject to the terms and conditions contained in this Contract, COUNTY agrees to provide funds to CITY in an amount not to exceed the sum of Four Hundred Thousand Dollars (\$400,000).

- A. Payments under this Contract shall be made based on actual costs incurred by the CITY for the construction of tenant improvements for the Orcutt Library Project. Prior to each payment, CITY must submit to COUNTY an invoice which sets forth the amounts actually expended by the CITY for the Project demonstrating that said expenses are directly necessary for the successful completion of the Project, and are approved by the COUNTY. The invoice should include a description of the expense, the total budgeted amount for the category, the amount requested to be paid for each budget category, the total amount expended for each budget category to date, and the amount of the expenses over or under the budget amount. Each invoice shall be accompanied by the corresponding invoice from the architect or general contractor working for the CITY. CITY shall submit invoices as they are received from the architect or general contractor. CITY shall review each invoice for accuracy and conformance with the contract and actual work completed. COUNTY shall pay CITY for all expenses stated on the invoice which are approved by COUNTY pursuant to the Agreement no later than the fifteenth day after the invoice is received.
- B. COUNTY shall not be obligated to make any disbursements or take any other action under this Agreement until the Office of the County Chief Executive Officer and County Counsel has reviewed and approved the form of Lease and the Lease has been fully executed.
- C. CITY shall indemnify and hold COUNTY harmless from any liability or damage resulting from any failure to make, or delay in making payments.

## **ORCUTT LIBRARY TENANT IMPROVEMENT AGREEMENT**

### **4. CITY RECORDS**

The CITY shall keep accurate written records of all expenses incurred by it and of monies received by it and of any studies, statistics and reports made or issued by CITY in conducting the Project. In particular CITY shall keep all such records and documents as may be necessary to enable COUNTY to determine whether or not the funds to be allocated pursuant to the terms of this Contract have been or are being used in compliance with the provisions adopted thereunder. At COUNTY'S request, CITY shall furnish COUNTY with a copy of any record maintained by CITY pursuant to the terms of this Contract. CITY shall maintain all such records for at least five (5) years after the date on which this Contract terminates.

### **5. AUDIT REQUIREMENTS**

City shall maintain records of expenditures for four years. COUNTY shall have the right to audit and review all records maintained by CITY pursuant to the terms of this Contract. Any such audit and review may be conducted at any time during regular business hours.

### **6. STATEMENT OF WORK AND BUDGET – BUDGET ACCOUNTABILITY**

CITY shall not obligate or expend grant funds for purposes other than those shown in the Budget and Statement of Work.

### **7. REIMBURSEMENT OF IMPROPER EXPENDITURES**

If at any time within it is determined by COUNTY that funds provided for under the terms of this Contract have been used by or on behalf of the CITY in a manner or for a purpose not authorized by this Contract, including any funds that CITY spends for any services or goods that are not on the Statement of Work and Budget, CITY shall, at COUNTY'S request, pay to COUNTY an amount equal to one hundred percent (100%) of any such amount.

### **8. INDEMNITY**

In lieu of and notwithstanding the pro rata risk allocation which might otherwise be imposed between the parties pursuant to Government Code Section 895.6, the parties agree that all losses or liabilities incurred by a party shall not be shared pro rata but instead all parties agree that pursuant to Government Code Section 895.4, each of the parties hereto shall fully indemnify and hold each of the other parties, their officers, board members, employees and agents, harmless from any claim, expense or cost, damage or liability imposed for injury (as defined by Government Code Section 810.8) occurring by reason of the negligent acts or omissions or willful misconduct of the indemnifying party, its officers, board members, employees or agents, under or in connection with or arising out of any work, authority or jurisdiction delegated to such party under this Agreement. No party, nor any officer, board member, employee or agent thereof shall be responsible for any damage or liability occurring by reason of the negligent acts or omissions or willful misconduct of other parties hereto, their officers, board members, employees or agents, under or in connection with or arising out of any work, authority or jurisdiction delegated to such other parties under this Agreement.

## ORCUTT LIBRARY TENANT IMPROVEMENT AGREEMENT

### 9. ASSIGNMENT

CITY shall not assign this Contract or any part thereof or any monies payable hereunder without the prior approval of the COUNTY.

### 10. COUNTY'S RIGHT TO SUSPEND OR TERMINATE CONTRACT

COUNTY shall have the right to suspend or terminate this Contract or any extension thereof immediately if COUNTY determines that CITY has incurred obligations or made expenditures for purposes which are not permitted or are prohibited under the terms of the Project or of this Contract. COUNTY shall also have the right to suspend or terminate this Contract or any extension thereof immediately if COUNTY determines that the CITY is conducting the project in violation of any of the terms of the project application of this Contract, or has filed a petition in bankruptcy, of for receivership or reorganization or has filed any other petition under the Bankruptcy Act (11 USCA § et. seq.) or has taken or committed any act preparatory to the filing of any such petition or has become or is insolvent or has committed any other act of bankruptcy or insolvency. In any event, COUNTY shall have the right to suspend or terminate this Contract or any extension thereof at any time, with or without cause, by giving CITY thirty (30) days prior written notice of COUNTY'S intent to suspend or terminate this Contract; provided, that upon such suspension or termination, COUNTY shall pay all obligations incurred by CITY prior to the date of such suspension or termination which are authorized under the terms of the project and of this Contract. This Contract may also be suspended or terminated when the COUNTY and CITY mutually agree to terminate the agreement in whole or in part.

### 11. AMENDMENT PROCEDURE

Any programmatic changes, such as, revisions to the Scope of Work, revisions to the Budget, or extension of the effective term of the Contract, must receive prior written approval by the COUNTY. A request for prior approval of an amendment must be made in writing by the CITY. Such request must be accompanied by a narrative justification for the proposed revision. The COUNTY will promptly review such request and shall approve or disapprove the request in writing. The COUNTY will not approve any project or budget revision which is inconsistent with the purpose or terms and conditions of the Federal grant to the COUNTY.

### 12. CONTRACT BINDING ON SUCCESSORS

The conditions of this Contract and the respective rights and obligations of the parties hereunder shall be binding upon the heirs, assigns and successors in interest of each of the parties.

### 13. COUNTY'S INTENT TO REIMBURSE GENERAL FUND

All of the funds being provided under this Contract are to be used for Library purposes eligible for payment under the County's Orcutt Library Development Impact Fee account (Fund 1495). However, because not all of the funds required for the Project are currently available from that account, the County is providing a general fund loan to cover the balance. It is understood that as funds become available from the Orcutt Library Development Fee Impact account (Fund 1495) they shall be used to repay the general fund loan.

# ORCUTT LIBRARY TENANT IMPROVEMENT AGREEMENT

**COUNTY:**

County of Santa Barbara,  
a political subdivision of the State of California

**CITY:**

City of Santa Maria,  
a Municipal Corporation

By: \_\_\_\_\_

Janet Wolf, Chair  
Board of Supervisors

By: \_\_\_\_\_

Mayor Larry Lavagnino  
City of Santa Maria

**ATTEST:**

CHANDRA L. WALLAR  
CLERK OF THE BOARD

By: \_\_\_\_\_

Deputy Clerk of the Board

**APPROVED AS TO FORM:**

BOB GEIS  
AUDITOR CONTROLLER

By: \_\_\_\_\_

DENNIS MARSHALL  
COUNTY COUNSEL

By: \_\_\_\_\_

Deputy County Counsel

AND

**RISK MANAGEMENT**

By: \_\_\_\_\_

Ray Aromatorio  
Risk Program Administrator



# ORCUTT LIBRARY TENANT IMPROVEMENT AGREEMENT

## Exhibit A Statement of Work

The Statement of Work covers the design and coordination for 4,507 square feet of interior tenant improvements at the Orcutt Branch Library located within the Orcutt Union Plaza at 175 S. Broadway Street, Orcutt. Improvements will be made to library collections space, user seating space, staff working space and utility space based on the attached floor plan, including basic furnishings of bookshelves, desks and other library-related items. Exterior elevation improvements will also be made.

Key deliverables include:

### A. Design Development

Parking and occupancy calculations; finalized floor plan and dimensional plan; door, hardware and interior glass schedule; roof plan; restroom ADA layout; lighting selection and design, obtaining building permits

### B. Construction Drawing and Administration

Finalize architectural, power and lighting, mechanical and plumbing and structural plans; finalize door, hardware and window schedules; administration of construction bids and contract

### C. Professional Mechanical Engineering Services

Design HVAC system; design plumbing system; design water, waste and gas utilities from the existing utilities; State of California Title 24 certification

### D. Electrical Engineering Services

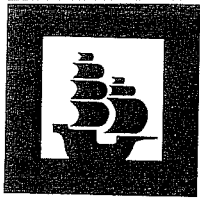
Site electrical, building electrical, building lighting and building communications

## ORCUTT LIBRARY TENANT IMPROVEMENT AGREEMENT

### Exhibit B Budget

Item	Cost
Tenant Improvements	\$309,500
Architectural Fees to Permit	\$29,700
Electrical Engineer Fees	\$6,900
Mechanical/Plumbing Engineer Fees	\$4,850
Structural Engineer Fees	\$1,500
County of Santa Barbara Permitting Fees	\$4,840
Project Contingency (15%)	\$53,600
Construction Management/Inspections	\$15,500
Total	\$426,390

### DIMENSIONAL PLAN KEYNOTES:



CITY OF SANTA MARIA  
OFFICE OF THE CITY MANAGER  
City Manager, Ext. 200  
Human Resources, Ext. 203

110 EAST COOK STREET, ROOM #1 • SANTA MARIA, CA 93454-5190 • 805-925-0951 • FAX 805-349-0657 • [www.ci.santa-maria.ca.us](http://www.ci.santa-maria.ca.us)

October 6, 2010

Ms. Terri Maus-Nisich  
Assistant County Executive Officer  
105 E. Anapamu Street, Suite 406  
Santa Barbara, California 93101

**Re: New Orcutt Branch Library Project**

Ms. Maus-Nisich:

For the last few years, representatives from the City of Santa Maria and the Santa Barbara County Fourth District Supervisor's Office have been discussing the relocation of the Orcutt Branch Library and exploring various relocation sites. Finally, an attractive site has become available and the City has been in discussions with the developer of the Orcutt Union Plaza on a proposal to relocate the existing Orcutt Branch Library (located at 1157 E. Clark Ave., Suite K.), to the proposed new site at 175 S. Broadway, in Old Town Orcutt.

By way of background, the current Orcutt Branch Library has been in a 2,700 square foot rental space in the Oak Knolls North Shopping Center for the last ten years. Improving library service with a larger facility has not been possible in the past because of space limitations, as well as limited operational funding from the County of Santa Barbara. Currently, the Orcutt Branch Library serves an estimated population of over 28,000 residents in Northern Santa Barbara County; has a volume of almost 30,000 various materials checked-out on an annual basis; and provides both internet and word processing computers for the general public to use.

The proposed new site at Orcutt Union Plaza will provide for over 4,500 square feet of space (67% increase in space) for library services for the residents in Northern Santa Barbara County. Staff estimates that the newer, larger location will provide a more conducive environment to expand the materials collection (which is not possible at the current location), as well as allow for an enhanced computer and technological services. The number of internet accessible computers available to the public will double and because of the increasing demand for public Internet access, staff will be implementing a computer resources management system called PC Reservation – a system designed to optimize and facilitate the use of the library's internet computers.

City staff, Fourth District Supervisor Joni Gray, and County staff all think that Orcutt Union Plaza is a perfect venue for the relocation of the Orcutt Branch Library. The proposed site is in a brand new commercial development and the owners have agreed to a very favorable lease arrangement with the City. Attached for your review is a floor plan of the proposed configuration of the new facility (Attachment A).

The project architect, Studio 2G Architects, have worked with City staff to develop an engineer's estimate for this project. Based on the information at hand, it is anticipated that the proposed tenant improvements for this project, including all associated permitting fees, architectural and engineering fees, as well as construction management costs, would be approximately \$426,400 (as illustrated in Attachment B). With a financial commitment from the County of Santa Barbara to fund this long-awaited project, the City would be willing to take the lead role and see this project through all phases of construction, up to and including, the actual move-in.

Upon confirmation of the release of sufficient funding to finance this project by the County Board of Supervisors to the City of Santa Maria, the City would enter into a Development Agreement with the owners of Orcutt Union Plaza to begin the tenant improvements and finalize the lease agreement. In addition to the required funding from the County, in a show of community support for this much anticipated project, the Orcutt Friends of the Library have also committed \$30,000 toward this project (Attachment C), with the pledge to raise more money for additional improvements in the years to come.

We look forward to the Board of Supervisors approval of this project, as well as making this long overdue project a reality for the residents of Northern Santa Barbara County.

Please feel free to contact me at 925-0951, x200, should you have any additional questions.



RICHARD J. HAYDON  
Assistant City Manager

Attachments: A, B & C

xc: John Corbett, Interim City Librarian

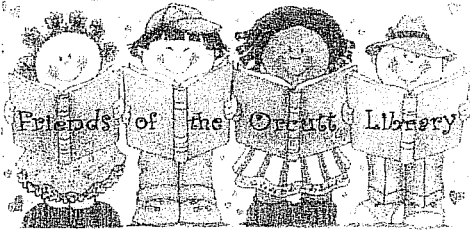


**DIMENSIONAL PLAN KEYNOTES:**  
1. EXISTING STEEL COLUMN

## Cost Analysis - Orcutt Library

### Estimated Costs

Cost of Tenant Improvements	\$ 309,500
Architectural Fees to permit	29,700
Electrical Engineer Fees	6,900
Mechanical/Plumbing Engineer Fees	4,850
County of Santa Barbara Permitting Fees	4,840
Structural Engineer Fees	1,500
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	\$ 357,290
Project Contingency (15%)	53,600
	<hr/>
	\$ 410,890
Construction Management/Inspections	15,500
	<hr/>
	<u><u>\$ 426,390</u></u>



RECEIVED  
SEP 13 2010  
CITY MANAGER'S OFFICE

Sept. 9, 2010

Richard J. Haydon, Asst. City Manager  
City of Santa Maria,  
110 E. Cook St., Room 1  
Santa Maria, CA., 93454

#### LETTER OF INTENT

Dear Mr. Haydon:

Pursuant to our meeting on Sept. 8, 2010, the Board of the Friends of Orcutt Library voted to support the proposed Project for the development of the new Orcutt Library in old town Orcutt. To that end, we voted unanimously to contribute \$30,000. of our funds to the Project, this amount to be delivered after Sept. 8, 2011.

Thank you and your associates for all the effort you have made to move this fine Project forward.

Sincerely yours,

Dr. Roy Moss, Board President



ORIGINAL

BJE 0001197

Budget Journal Entry #

JE 0032323

Related Journal Entry #

## Budget Revision Request

Gov. Code Sec. 29125 &amp; 29130

**Subject / Title:** Provide a short description for this budget revision request. For example: "Designate funds for zoning ordinance amendments" or "Distribute proceeds from sale of 2005 COPS".

General County Programs, Libraries-Increase the Library appropriation by \$400,000 using AB 1600 fees \$270,000 and Contingency \$130,000 and reimburse the City of Santa Maria for improvements at the new Orcutt Public Library.

**Justification:** For all changes: explain what the change is for and why it is needed. Attach additional justification, board Letters or spreadsheet, if appropriate. When moving Appropriation: explain why it's available. When Revenue is adjusted: explain the reason for the increase or decrease. For adjustments to General Fund Contingency: explain why no other alternative funding source is available.

This budget revision request transfers \$270,000 from Fund 1495 (GS/AB 1600 Fees-Orcutt Library) and \$130,000 from Contingency to General County Programs, Libraries, for reimbursement to the City of Santa Maria for tenant improvements at the new Orcutt Public Library. The City of Santa Maria will lead the project to make improvements at the new Orcutt Public Library and, upon submittal and approval of invoices, will be reimbursed using the funding set aside for this project.

## Financial Summary

Increase or (Decrease) in Appropriation for / Uses:	Department / Fund 990 / 0001	Department / Fund /	Department / Fund /	Department / Fund /
Salaries & Benefits	00	00	00	00
Services & Supplies	400,000   00	00	00	00
Other Charges	00	00	00	00
Fixed Assets	00	00	00	00
Other Financing Uses	00	00	00	00
Intrafund Transfers	00	00	00	00
Reserve or Designation	00	00	00	00
Sources:				
Revenue	270,000   00	00	00	00
Other Financing Sources	00	00	00	00
Intrafund Transfers	00	00	00	00
Reserve or Designation	00	00	00	00
Effect on Contingency / RE	130,000   00	-   00	00	00

<b>Departmental Authorization</b> 10-12-10 <i>John A. Christianson</i> Department Head Date  Department Head Date  Department Head Date	<b>Auditor-Controller</b> Budget Journal Entry and Related Journal Entry if applicable. Approved as to Accounting Form. 10/13/10 <i>[Signature]</i> Auditor-Controller	<b>CEO's Recommendation</b> <input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove 10/19/10 Date Transfer/Revision in Accordance with Board Policy dated 8/3/93. <i>[Signature]</i> County Executive Officer	<b>Board of Supervisor's Action</b> <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved Date Agenda Item Clerk of the Board of Supervisors
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# Budget Journal Entry

Document Number: BJE - 0001197      Batch ID: 1259867  
 Document Description: Orcutt Library Tenant Improvements      Processed On:  
 Post On:      Processed By:

## References

Audit Trail: JE-0032323

## Accounting

Fund	Dept	GL Acct	LI Acct	Debit Amount	Credit Amount	Prog	QUnit	Proj	Budget Period	Description
0001	990	2420	5305	270,000.00		1210		ORCTLB	201010	Orcutt Library improvements using Dev Impact Fees
0001	990	2420	9798	130,000.00		1210		ORCTLB	201010	Orcutt Library improvements using Contingency
0001	990	2530	7650		400,000.00	1210		ORCTLB	201010	New Orcutt Library tenant improvements
Total				400,000.00	400,000.00					

## Signatures

Signed By: Jette Christiansson      Signed On: 10/12/2010 3:24:47 PM      Department/Agency: 012 - County Executive Office



County of Santa Barbara, FIN

4W

Printed: 10/12/2010 3:34:33 PM

# Journal Entry

Document Number: JE - 0032323 Batch ID: 1259970  
 Document Description: Use of dev impact fees  
 Post On: Processed On:  
 Processed By:

## References

Audit Trail: BJE0001197 Cash Type: I - Interfund

## Accounting

Fund	Dept	GL Acct	LI Acct	Debit Amount	Credit Amount	Prog	OUnit	Proj	Acct	Area	Equip	Depositor	Description
1495		1332		270,000.00									Orcutt Library improvements using Dev Impact Fees
1495		0110			270,000.00								Orcutt Library improvements using Dev Impact Fees
0001		0110		270,000.00									Orcutt Library improvements using Dev Impact Fees
0001	990	2710	5305		270,000.00	1210		ORCTLB					Orcutt Library improvements using Dev Impact Fees
Total				540,000.00	540,000.00								

## Signatures

Signed By: Jette Christiansson Signed On: 10/12/2010 3:37:51 PM Department/Agency: 012 - County Executive Office

