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# Ventura County Library

Nancy Schram, Director

September 10, 2019

Board of Supervisors  
County of Ventura  
800 South Victoria Avenue  
Ventura, CA 93009

**Subject:** Approval of, and Authorization for the Chair of the Board of Supervisors to Sign, the Certification Form to Apply for Grant Funding in the Amount of \$1,500,000 from the California State Library for the Fillmore Library Expansion Project.

**Recommendation:**

It is recommended that your Board approve and authorize the Chair to sign the certification form to apply for grant funding in the amount of \$1,500,000 from the California State Library for the Fillmore Library expansion project.

**Fiscal/Mandates Impact:**

Mandatory:	No
Source of Funding:	Intergovernmental Revenue
Funding Match required:	None
Impact on Other County Departments:	None

**Summary of Revenues and Costs:**

	<u>FY 2019-20</u>	<u>FY 2020-21</u>
Revenue:	\$1,350,000	\$150,000
Costs:		
Direct	\$1,350,000	\$150,000
Indirect-Dept	\$0	\$0
Indirect- County CAP	\$0	\$0
Net Costs:	\$0	\$0
Recovered Indirect Costs:	\$0	\$0

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**Current FY 2019-20 Adjusted Budget for Ventura County Library Division 3610**

	Adopted Budget	Adjusted Budget	Projected Actual	Estimated Savings/(Deficit)
Appropriations	\$ 8,518,811	\$ 8,848,190	\$ 8,848,190	\$ 0
Revenue	\$ 8,518,811	\$ 8,518,811	\$ 8,518,811	\$ 0
Net Cost	\$ 0	\$ 329,379	\$ 329,379	\$ 0

If approved for the grant appropriations will be requested in a future board letter.

**Background:**

The Ventura County Library has recognized the need for more space at the Fillmore Library and has developed plans for an expanded library facility. The scope includes design and construction of a new addition to the existing library. This building will allow for more area to perform typical library functions and will also provide the community of Fillmore with an additional 2,000 square feet of space for library programming, adult literacy tutoring, English as a Second Language classes, Early Childhood Literacy Classes, S.T.E.A.M. (Science, Technology, Engineering, Art, Mathematics) and Maker Programs, and more. It will also be available for the community to use for various community organizations to hold meetings and training classes. Included in the scope is significant improvements to the existing Fillmore Library building which was constructed in 1955. The space will strengthen the Library's role as a community gathering place and hub of civic engagement and education. Included in the scope of work are improvements to the existing Library building.

**Discussion:**

The 2019-20 California State Budget contains \$1,500,000 in construction grant funds for the Ventura County Library to support the Fillmore Library expansion project. However, the Ventura County Library must apply for these funds to receive them. To receive these funds from the California State Library, the applicant jurisdiction must complete and submit a project application and signed Certification Form (Exhibit 1). It is anticipated that upon receipt of this application it will be approved by the State as this application is specifically for library construction grant projects in the State's FY 2019-20 budget.

Following application approval, the State Library will then require that the Library enter into an agreement. The Library will bring this agreement back to your Board at a later date for approval, along with a request to approve the acceptance of the funds, and to approve processing the necessary budgetary transactions.

As part of this agreement, the applicant must include a resolution from its governing board stating that the board supports the application and project. Execution of the agreement will trigger transfer of 50 percent of the grant funding. Claims for an

additional 40 percent of grant funding may be submitted on approval of the first narrative and financial report provided to the State Library (due June 30, 2020). Grantees will submit narrative and financial reports every six months thereafter. There will be a process in place to request advance of funds if needed. The grantee must expend the funds by June 30, 2022 and submit a claim for the remaining 10 percent of project funds. The State Library may perform site visits during the course of the project, and for four years after the project is completed.

This board letter has been reviewed by the County Executive Office, County Counsel, and the Auditor-Controller's Office. If you have questions regarding this item, please call Nancy Schram at 677-7158.



NANCY SCHRAM  
Library Director

Attachment:  
Exhibit 1 – Application and Certification Form