

The original documents are located in Box 25, folder “Nixon, Richard - Transition Expenditures: General (2)” of the John Marsh Files at the Gerald R. Ford Presidential Library.

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**NATIONAL ARCHIVES AND RECORDS SERVICE
WITHDRAWAL SHEET (PRESIDENTIAL LIBRARIES)**

FORM OF DOCUMENT	CORRESPONDENTS OR TITLE	DATE	RESTRICTION
Memo	Tab A David C. Hoopes to Stanley Ebner, 5 pgs	10/4/74	B

FILE LOCATION

John Marsh Files, Box 25, "Nixon, Richard - Transition Expenditures: General (2)"

RESTRICTION CODES

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4/7/14

B

PERSONNEL IN WASHINGTON, D. C.

<u>Name/Title</u>	<u>Salary</u>	<u>Parent Agency</u>
53. Rose Mary Woods Executive Assistant and Personal Secretary to the President	\$36,000	White House Office
54. Marjorie P. Acker Staff Assistant	\$23,000	White House Office
55. John R. Nesbitt Chief Archivist	\$22,744	GSA/National Archives
56. Terry W. Good Archivist	\$18,080	GSA/National Archives
57. Lee Johnson* Archivist Intern	\$12,573	GSA/National Archives
58. Martin M. Teasley Archivist Trainee	\$14,671	GSA/National Archives
59. Richard E. McNeill* Audio-Visual Archives Technician	\$ 9,969	GSA/National Archives
60. Sally B. McCarthy* Writer	\$10,301	GSA/National Archives
61. Ellen M. Jones Secretary	\$ 8,323	GSA/National Archives
62. Susan Yowell Research Specialist	\$12,573	GSA/National Archives
63. Mary Filippini* Writer	\$10,633	GSA/National Archives
64. Exa Cozart** Clerk Typist	\$ 2,879	GSA/National Archives

*These four individuals will depart the White House Complex on October 11, 1974, and return to the National Archives and Records Service.

**Cozart works 16 hours per week and is paid pro rata based on GS 4/1 salary.

**NATIONAL ARCHIVES AND RECORDS SERVICE
WITHDRAWAL SHEET (PRESIDENTIAL LIBRARIES)**

FORM OF DOCUMENT	CORRESPONDENTS OR TITLE	DATE	RESTRICTION
Memo	General Lawson to Counsellor Marsh re Communications Support at San Clemente, 2 pgs	10/7/74	B

FILE LOCATION

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**NATIONAL ARCHIVES AND RECORDS SERVICE
WITHDRAWAL SHEET (PRESIDENTIAL LIBRARIES)**

FORM OF DOCUMENT	CORRESPONDENTS OR TITLE	DATE	RESTRICTION
Letter	John Marsh to Senator Joseph M. Montoya, and attachments. 5pgs	10/8/74	B

FILE LOCATION
John Marsh Files, Box 25, "Nixon, Richard - Transition Expenditures: General (2)"

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CD
3/27/2014

THE WHITE HOUSE
WASHINGTON

October 8, 1974

MEMORANDUM FOR:

CMDR HOWARD KERR

FROM:

DAVID C. HOOPES 

SUBJECT:

Costs for Personnel in San Clemente
and Washington, D. C. in Support of
Former President Richard Nixon for
the Six Month Period August 9, 1974
to February 9, 1974

As you will note in the attached, the revised costs for the six month period for the 33 people listed previously would be \$254,644.00, if present spending levels continue. This does not include the 8.5% benefit addition, but it does include the 5.52% salary increase for all those listed, except Ziegler, Woods and Price.

Thank you.

COSTS FOR PERSONNEL IN SAN CLEMENTE AND WASHINGTON, D.C.
 IN SUPPORT OF FORMER PRESIDENT RICHARD NIXON FOR SIX
 MONTH PERIOD AUGUST 9, 1974 TO FEBRUARY 9, 1975

<u>Name and/or Title</u>	<u>Cost for 6 Month Period</u>
Rose Mary Woods (Washington) Executive Assistant and Personal Secretary to the Former President	18,000
Marjorie P. Acker (Washington) Staff Assistant (Miss Woods)	11,500
One Chief Archivist (Washington)	11,372
One Archivist (Washington)	9,040
One Archivist Trainee (Washington)	7,336
One Secretary (Washington)	4,162
One Research Specialist (Washington)	6,287
One Clerk Typist (Washington)	1,440
One WHCA SSG (San Clemente)	4,790
One WHCA SSG (San Clemente)	4,664
One WHCA SGT (San Clemente)	4,090
One WHCA CT2 (San Clemente)	4,403
One GSA/PBS Receptionist <i>Adm. Guide</i> (San Clemente)	5,515
One GSA/PBS Electrician (San Clemente)	1,565
One GSA/PBS Painter (San Clemente)	1,282
One GSA/PBS Custodial Laborer (San Clemente)	1,040
One GSA/PBS Custodial Laborer (San Clemente)	1,001
Ronald L. Ziegler (San Clemente) Assistant to the Former President and Press Secretary	21,250

COSTS FOR PERSONNEL IN SAN CLEMENTE AND WASHINGTON, D.C.
 IN SUPPORT OF FORMER PRESIDENT RICHARD NIXON FOR SIX
 MONTHS PERIOD AUGUST 9, 1974 TO FEBRUARY 9, 1975

<u>Name/Title</u>	<u>Cost for 6 Month Period</u>	
Raymond K. Price, Jr. (San Clemente) Special Consultant to the President	20,000	4
Franklin R. Gannon (San Clemente) Special Assistant to the Former President	17,650	5
Stephen B. Bull (San Clemente) Special Assistant to the Former President	17,000	6
Evie Brauntley (San Clemente) Secretary	7,850	1
Dianne Sawyer (San Clemente) Assistant to the Former Press Secretary	10,500	7
Nora Vandersommen (San Clemente) Secretary	6,287	8
Jack Brennan (San Clemente) Secretary	12,500	2
Anne Brier (San Clemente) Secretary	6,490	9
Robert Dunn (San Clemente) Medical Corpsman	6,000	3
Two Drivers (San Clemente) SGT's	9,389	40
One Driver (San Clemente) Cpl.	2,839	6
Two Stewards (San Clemente) SDCM & SDI	11,280	8/9
One Mail Clerk (San Clemente)	6,000	1
Total Cost for 6 Month Period:	244,422	
Add 5.52% Salary Adjustment (on \$185,172) effective 10/1/74 for those earning less than \$36,000 (Excludes Ziegler, Price, and Woods):	10,222	
Total Cost for 6 Month Period:	254,644	

THE WHITE HOUSE

WASHINGTON

October 7, 1974

MEMORANDUM FOR: JOHN O. MARSH, JR.
FROM: DAVID C. HOOPES 
SUBJECT: Detailee Cost Authorization for
Four Month Period of
October 9, 1974 to February 9, 1975

Tab A is Major General Lawson's report to you that only ~~four~~² WHCA personnel and no Coast Guard personnel should be considered "detailed" to Former President Richard Nixon.

Tab B is Arthur Sampson's memorandum to me that only one GSA employee is 100% detailed to the Former President, that four GSA employees dedicate only 25% of their time in support of the Former President (and 75% of their time in support of the Secret Service), and that three GSA employees spend 100% of their time in support of the Secret Service.

Using these assumptions, the lists at Tab C were compiled. These lists include all names, annual salaries and the four-month cost projections based on the time per cent factors reported in Tab B.

The memorandum at Tab D includes a summary of the information at Tab C, but many of the names have been substituted with titles only in order not to reveal names of career and military personnel heretofore unnamed. Tab D also includes an adjustment for the 8.5% benefits and 5.52% salary increase costs.

RECOMMENDATION

That you sign and send the letter and enclosure at Tab D to Senator Montoya.

Approve _____ Disapprove _____

NATIONAL ARCHIVES AND RECORDS SERVICE
WITHDRAWAL SHEET (PRESIDENTIAL LIBRARIES)

FORM OF DOCUMENT	CORRESPONDENTS OR TITLE	DATE	RESTRICTION
Memo	General Lawson to Counsellor Marsh re Communications Support at San Clemente, 2 pgs. (Tab A)	10/7/74	B

FILE LOCATION

John Marsh Files, Box 25, "Nixon, Richard - Transition
Expenditures: General (2)

RESTRICTION CODES

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UNITED STATES OF AMERICA
GENERAL SERVICES ADMINISTRATION
WASHINGTON, DC 20405



October 7, 1974

MEMORANDUM TO THE HONORABLE DAVID HOOPEs
Special Assistant to the President

SUBJECT: GSA personnel at San Clemente

Below is an analysis of GSA personnel who are assigned to our Building management operation at San Clemente, California. The analysis reflects the proportion of salary of each individual expended in support of the Presidential transition. The aggregate spent in that respect will be approximately \$6,910 from October 7, 1974, until February 9, 1975.

The following persons are in positions where essentially 100% of their time is spent in support of the Secret Service or other nontransition activities:

<u>Name</u>	<u>Title</u>	<u>Annual Salary</u>
Al Colon	Building Manager	\$19,246 p/a
Curtis Phelps	Asst. Building Manager	\$ 9,961 p/a
Linda Coia	Clerk/Typist	\$ 8,005 p/a

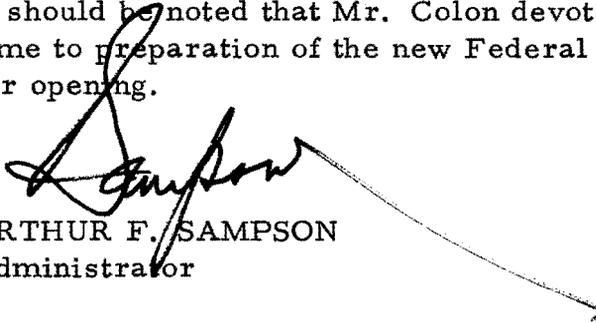
The following persons are maintenance/custodial personnel who devote approximately 75% of their time in support of the Secret Service and 25% of their time in support of transition:

<u>Name</u>	<u>Title</u>	<u>Annual Salary</u>	<u>Portion of Salary Expended for Transition</u>
George Higa	electrician	\$12,521 p/a	\$1,019
Billie Moore	painter	\$10,254 p/a	\$ 855
Everette Thompson	custodial/laborer	\$ 8,320 p/a	\$ 693
Jesus Sanchez	custodial/laborer	\$ 8,008 p/a	\$ 667

The following person is formally detailed to the transition staff and devotes 100% of her time to that activity:

<u>Name</u>	<u>Title</u>	<u>Annual Salary</u>	<u>Portion of Salary Expended for Transition</u>
Joanne Miller	Receptionist/ Guide	\$11,029 p/a	\$3,676

It should be noted that Mr. Colon devotes approximately 75% of his time to preparation of the new Federal building at Laguna Niguel for opening.


ARTHUR F. SAMPSON
Administrator

C

PERSONNEL IN SAN CLEMENTE IN SUPPORT OF
FORMER PRESIDENT RICHARD NIXON

The White House Office/Defense

<u>Name/Title</u>	<u>Annual Salary</u>	<u>Per cent Time Factor</u>	<u>Cost for 4 months</u>
✓ 1. Ronald L. Ziegler Assistant to the President and Press Secretary	42,500	100%	14,153.
2. Raymond K. Price, Jr. Special Consultant to the President	40,000	100%	13,320.
✓ 3. Franklin R. Gannon Special Assistant to the President	35,300	100%	11,755.
4. Stephen B. Bull Special Assistant to the President	34,000	100%	11,322.
5. Evie Brauntley Secretary	15,700	100%	5,228.
6. Dianne Sawyer Assistant to the Press Secretary	21,000	100%	7,000.
7. Nora Vandersommen Secretary	12,573	100%	4,187.
8. Jack Brennan Military Aide	25,000	100%	8,325.
9. Anne Grier Secretary	12,979	100%	4,322.
10. Robert Dunn Medical Corpsman	12,000	100%	4,000.

The White House Office/Defense (continued)

<u>Name/Title</u>	<u>Annual Salary</u>	<u>Per cent Time Factor</u>	<u>Cost for 4 months</u>
11. Edmond Chevalier Driver (Sgt.)	9,389.	100%	3,127.
12. Gilbert Gipson Driver(Sgt.)	9,389.	100%	3,127.
13. Robert Wagoner Driver (Cpl.)	5,677.	100%	1,891.
The White House Office/Defense Total:			<u>87,865.</u>

PERSONNEL IN SAN CLEMENTE IN SUPPORT OF
FORMER PRESIDENT RICHARD NIXON

Department of the Navy and Defense

<u>Name/Title</u>	<u>Salary Annual</u>	<u>Per cent Time Factor</u>	<u>Cost for 4 Months</u>
1. Christopher Albert Mail Clerk	12,000	100%	4,000.
2. Victorio M. DeLaCruz SDCM	14,196	100%	4,727.
3. Vicente G. Villaranda SD1	8,364	100%	2,785.
Total:	34,560		<u>11,512.</u>

PERSONNEL IN SAN CLEMENTE IN SUPPORT
OF FORMER PRESIDENT RICHARD NIXON

Defense/WHCA*

<u>Name / Title</u>	<u>Annual Salary</u>	<u>Per cent Time Factor</u>	<u>Cost for 4 months</u>
1. Allen L. Harp SSG	9,580	100% 9,580	3,190.
2. Larry D. Nowels SSG	9,328	100% 9,328	3,106.
3. Thomas L. Payne SGT	8,180	100% 8,180	2,724.
4. Douglas A. Griffith CT2	8,806	100% 8,806	2,933.
Defense/WHCA Total:	35,894		<u>11,953.</u>

*An equitable formula for charging off the 14 Defense/WHCA personnel located at San Clemente would be 10 men to USSS support and 4 to Former President Richard Nixon and his transition staff.

PERSONNEL IN SAN CLEMENTE IN SUPPORT OF
FORMER PRESIDENT RICHARD NIXON

GSA/PBS

<u>Name/Title</u>	<u>Annual Salary</u>	<u>Per cent Time Factor</u>		<u>Cost for 4 months</u>
1. Joanne Miller Receptionist/Guide	11,029	100%	11,029	3,673.
2. George Higa Electrician	12,521	25%*	3,130	1,043.
3. Billie Moore Painter	10,254	25%*	2,564	854.
4. Everette Thompson Custodial Laborer	8,320	25%*	2,080	693.
5. Jesus Sanchez Custodial Laborer	8,008	25%*	2,002	667.
GSA/PBS Total:	50,132			<u>6,930.</u>

*Approximately 75% of the time of these personnel is to support the United States Secret Service and 25% of the time is in support of physical facilities (office facilities only) operated by GSA and occupied by the Former President and his limited staff.

NATIONAL ARCHIVES AND RECORDS SERVICE
WITHDRAWAL SHEET (PRESIDENTIAL LIBRARIES)

FORM OF DOCUMENT	CORRESPONDENTS OR TITLE	DATE	RESTRICTION
List	Personnel in San Clemente in Support of Former President Richard Nixon, DOT/Coast Guard (part of Tab C)	N.D	B

FILE LOCATION

John Marsh Files, Box 25, "Nixon, Richard - Transition Expenditures: General (2)

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PERSONNEL IN WASHINGTON, D. C. IN SUPPORT OF
FORMER PRESIDENT RICHARD NIXON

The White House Office/GSA--National Archives*

<u>Name/Title</u>	<u>Annual Salary</u>	<u>Per cent Time Factor</u>	<u>Cost for 4 months</u>
1. Rose Mary Woods Executive Assistant and Personnel Secretary to the President	36,000	100%	11,988.
2. Marjorie P. Acker Staff Assistant	23,000	100%	7,659.
3. John R. Nesbitt Chief Archivist	22,744	100%	7,574.
4. Terry W. Good Archivist	18,080	100%	6,021.
5. Martin M. Teasley Archivist Trainee	14,671	100%	4,886.
6. Ellen M. Jones Secretary	8,323	100%	2,772.
7. Susan Yowell Research Specialist	12,573	100%	4,187.
8. Exa Cozart Clerk Typist	2,879	100%	959.
The White House Office/ GSA--National Archives Total:	138,270		<u>46,046.</u>

*Four individuals previously listed as part of the GSA National Archives staff will return to the National Archives and Records Service on October 11, 1974, and are not listed above.

NATIONAL ARCHIVES AND RECORDS SERVICE
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FORM OF DOCUMENT	CORRESPONDENTS OR TITLE	DATE	RESTRICTION
Letter	John Marsh to Senator Joseph M. Montoya, and attachments 5 pgs (Tab D)	10/7/14	B

FILE LOCATION
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THE WHITE HOUSE
WASHINGTON

JOM

October 7, 1974

MEMORANDUM FOR: JOHN O. MARSH, JR.
FROM: DAVID C. HOOPES 
SUBJECT: Josefa F. and Manuel G. Sanchez

Attached is a memorandum (and enclosures) that should be mailed to Ron Ziegler in San Clemente. It contains the information he needs to discuss the matter of Manolo's and Fina's termination from the National Park Service rolls with them.

If you have any questions before you send the memo, I'll be happy to review it with you.

The date of October 5, 1974 was set arbitrarily and may, of course, be altered according to the result of your conversation with Ron before you send the attached.

RECOMMENDATION

That you sign and send the attached memorandum to Ron Ziegler in San Clemente.

Approve _____ Disapprove _____

Thank you.

NATIONAL ARCHIVES AND RECORDS SERVICE
WITHDRAWAL SHEET (PRESIDENTIAL LIBRARIES)

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