



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: Planning &
Development
Department No.: 053
For Agenda Of: June 23, 2015
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Glenn Russell, Director of Planning & Development, 568-2085
Director
Contact Info: Kevin Drude, Deputy Director, Energy & Minerals Div., 568-2519
SUBJECT: Technical Services Contract with the City of Carpinteria

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

1. Approve and authorize the Chair to execute a multi-year Agreement (Attachment 1) with the City of Carpinteria for the period of June 23, 2015 through June 23, 2020, for provision of technical services to the City by the County's Planning & Development Department related to energy project permitting and permit compliance, which includes authorization for the Director of Planning & Development to extend the Agreement for one additional five (5) year term.
2. Determine that the services Agreement does not constitute a project under the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines Section 15378(b)(4).

Summary Text: The City of Carpinteria has requested that the County provide technical support services related to energy project permitting and permit compliance on an as-needed basis for five (5) years. Specific services requested would be provided by the Energy & Minerals Division of the Planning & Development Department, and could include review of oil and gas development applications and technical submittals, assisting with facility safety audits, and providing other energy-related assistance as requested by the City. Staffing would be provided by Energy & Minerals Division staff and costs would be fully reimbursed by the City. The City will be considering the services contract at its regular meeting on May 26, 2015.

Background: The Energy & Minerals Division has been providing energy permitting and compliance services to the City of Carpinteria since 2003. The City has oil and gas development within its jurisdiction and relies on the Energy & Minerals Division to supplement its general planning staff in review of those projects. The previous services Agreement with the City expired on March 15, 2015. Since 2003, the County has invoiced the City approximately \$126,000, which includes direct staff costs for technical services provided, as well as indirect expenditures and County overhead. The proposed Technical Services Agreement would provide the same level of service as provided in previous agreements with the City.

Fiscal and Facilities Impacts and Fiscal Analysis:

Budgeted: **Yes.** These services currently are budgeted on page D-212 of the FY 2014-2016 Department's Adopted Budget, in the Permitting category and would be included in future recommended budgets.

Narrative: As with the previous Agreement, all services provided by the Energy & Minerals Division under the Agreement would be fully reimbursed, including associated indirect and overhead costs under the same formula applied to processing County permit applications and monitoring permit compliance. The City would be billed monthly for County services provided.

Key Contract Risks: The risk analysis was performed and the proposed contractual agreement rated a **low** risk. The County has provided technical energy-related services to the City of Carpinteria since 2003. The City has consistently adhered to its contractual commitments. The Agreement indemnifies County agents, officers, and employees from all claims that arise from activities performed under the Agreement. No such claims have been made under previous Agreements.

Staffing Impacts: None. All services would be provided by Energy & Minerals Division staff.

Special Instructions: Clerk of the Board will retain one signed original of the Agreement and return a second signed original to Kevin Drude (P&D Energy & Minerals), which will be forwarded to the City of Carpinteria.

Attachments:

Attachment 1: Agreement to Provide Permitting and Planning Services Between the County of Santa Barbara and the City of Carpinteria.

Attachment 2: CEQA Notice of Exemption

Authored by: Kevin Drude, Deputy Director, Energy & Minerals Division