



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: General Services  
Department No.: 063  
For Agenda Of: August 14, 2018  
Placement: Administrative  
Estimated Time: N/A  
Continued Item: No  
If Yes, date from: N/A  
Vote Required: Majority

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**TO:** Board of Supervisors  
**FROM:** General Services Janette D. Pell, Director (805) 560-1011  
Contact Info: Joe Toney, Assistant Director (805) 568-2678  
**SUBJECT: Report on Santa Maria Courthouse Complex; District 5**

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**District Attorney Concurrence**

As to form: N/A

**Public Defender Concurrence**

As to form: N/A

**Other Concurrence:**

As to form: N/A

**Recommended Actions:**

That the Board of Supervisors:

- a) Receive and file the Report on Santa Maria Courthouse Complex (Complex); and
- b) Find that the proposed acceptance of this document is not a project under the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15378(b)(5) as it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment.

**Summary Text:**

On May 8, 2018, the Board of Supervisors requested a report on the employee safety and work conditions at the Santa Maria Courthouse Complex (Complex). During the May 8, 2018 Board Hearing meeting, staff from the District Attorney and Public Defender's office conveyed concerns related to poor work space conditions at the Santa Maria Courthouse Complex offices. Both Departments also expressed concerns regarding work place safety issues at this location. General Services is respectfully submitting this report to provide the Board with an update of the current work place conditions at the Complex to include past and current progress achieved.

### **Background:**

The Santa Maria Courts Complex located at 312 E. Cook Street is owned by State Courts, Judicial Council of California. Since 2009, the District Attorney, Public Defender, and Sheriff's Civil Bureau have occupied office space at the Complex per the terms and conditions of the Judicial Council of California's Transfer Agreement. The 2009 Judicial Council of California Transfer Agreement governs the specific rules regarding building maintenance responsibilities between Santa Barbara County and California State Courts.

During the May 8th Board Hearing, the District Attorney and Public Defender Representatives expressed several concerns regarding office space building maintenance and work place security. Although some of the concerns conveyed to the Board are beyond the scope of General Services' responsibility, General Services has taken each of the stated concerns seriously. To date, General Services has made notable progress towards mitigating the concerns brought forward by the two Departments. Additionally, it should be noted that several of the concerns expressed have no viable solutions due to the design of the Complex.

### **Maintenance and Security Concerns Expressed:**

- State owned buildings limits County maintenance and County has to pay share of upgrades
- Homeless population/camping/waste
- Lack of visibility/security issues/isolated alcoves
- General work place security concerns
- Campus graffiti
- Pest control issues at Complex
- Single Exterior Elevator Isolated within the Complex
- 65 Year Old Facility
- ADA Issues
- HVAC/Electrical/Plumbing/Structural concerns
- Lack Of Appropriate Work Space For Staff

### **Action Already Underway to Mitigate Concerns:**

- General Services Facilities Maintenance has performed a comprehensive site assessment to prioritize needed maintenance concerns.
- General Services Facilities Maintenance has met with the District Attorney and Public Defender Staff Representatives to discuss specific maintenance concerns.
- General Services Director Janette Pell and Courts Chief Executive Officer Darrell Parker have met to strategize on immediate, short term and long term facility needs at the complex.
- Courts has initiated a project to install perimeter fencing around the entire Complex, estimated completion date, August 2018.
- General Services has arranged a security vendor to provide seven days per week nighttime security patrol at the Complex.
- General Services has stressed the need for the District Attorney and Public Defender Departments to utilize the on-line work order program to immediate report all maintenance problems.

- General Services hired a pest control vendor to inspect County occupied office space at the Complex for active infestations. The professional report revealed no current pest infestations at the Complex at the time of inspection.
- General Services has hired the pest control vendor to perform quarterly treatments and inspections at the Complex until further notice. In addition, if evidence of pest infestation is discovered General Services will immediately dispatch the vendor.
- General Services is working with the State Courts and will be removing two storage sheds at the Complex, as these storage sheds may be a source of rodents.
- Courts Facilities Maintenance and County Facilities will remove all new graffiti at the Complex in a timely manner.
- General Services, State Courts, District Attorney and Public Defender Representatives had a very productive meeting on June 7, 2018 to discuss progress. Regular check-in meetings will continue.
- Note: Utilizing BOS appropriated security funding General Services completed a project to install electronic doors locks, security enhancement and additional security gating at the Santa Maria Courts Complex. These security enhancements covered all three County Departments, District Attorney, Public Defender and the Sheriff's Civil Bureau.

**Conclusion:**

General Services will continue to work with the District Attorney and Public Defender Departments in a collaborative effort to mitigate building maintenance and work place security concerns at the Santa Maria Courthouse Complex. General Services will also continue to work with State Courts on the larger deferred maintenance projects at the Complex where the County has a contractual obligation to cost-share.

**Fiscal and Facilities Impacts:**

Recent Building Maintenance Expenditures at the Complex

<b>Expenditure Type</b>	<b>FY 2015-16</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>
Pest Control	\$ 660	\$ 2,695	\$ 715
Security	-	3,750	6,248
General Maintenance	78,994	31,848	45,480
Emergency maintenance	40,706	23,520	31,605
Deferred Maintenance	-	60,374	7,700
<b>Total</b>	<b>\$ 120,360</b>	<b>\$ 122,187</b>	<b>\$ 91,748</b>

**Fiscal Analysis:**

Source of funds; General Fund, General Services Facilities Maintenance, Emergency Maintenance and Deferred Maintenance account lines.

**Attachments:** None

**Authored by:**

Mitch A. Guenthart, Assistant Director, General Services