



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: December 11, 2007  
Placement: Administrative  
Estimated Tme:  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

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TO: Board of Supervisors

FROM: General Services Bob Nisbet, Director (805) 560-1011  
Contact Info: Paddy Langlands, Assistant Director (805) 568-3096  
Support Services Division

SUBJECT: **CASA Modular Lease at 117 East Carrillo Street, Santa Barbara**

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**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 approve and execute the attached original and duplicate original Lease Agreement between the County of Santa Barbara and Court Appointed Special Advocates of Santa Barbara County (CASA), for CASA'S use of approximately 1500 square feet of the County-owned modular facility located in the parking lot between the Figueroa Courthouse at 118 East Figueroa Street and the County-owned Probation Building at 123 East Carrillo Street, in Santa Barbara; for a period of ten years, with no base rent; and accept the improvements that will be done by CASA as a donation to the County.

**Summary Text:**

The Board of Supervisors had already approved in principal the rent free use of 1500 sq ft of the modular to the CASA organization. The attached lease agreement reflects the terms and conditions of their occupancy. CASA will not be required to pay rent during the term. CASA will be paying for all improvements to the space, all maintenance and repair to their portion of the modular, and will be responsible for utilities serving their space.

**Background:**

Until now, the Courts have occupied the entire 3000 sq ft modular building which is located behind the Figueroa Courthouse and the Carrillo Probation building. This modular building straddles the property line of the Figueroa Courthouse property and Carrillo Probation building property. The Courts will vacate 1500 sq ft of the 3000 sq ft modular building that is located on the Carrillo Probation building property. In September 15, 2007 the Board of Supervisors authorized General Services to formulate this

rent free lease for the CASA organization. CASA (Court Appointed Special Advocates) is a nationwide, non profit organization of volunteers who are appointed to advocate for abused and neglected children in the juvenile court systems.

A recent assessment of the condition of the modular has revealed that it is approximately 30 years old, dilapidated but still functional. CASA, through private donations and their funding, will spend approximately \$80,000 on remodeling the structure in exchange for rent free space. CASA will be able to move out of a rented space in downtown Santa Barbara to be in this optimal location to the courts and Probation.

The improvements to the modular building will become County property, upon CASA vacating the space or upon expiration of the lease.

Any replacement or relocation of the 1500 sq ft modular building will be at the sole cost of CASA. CASA will also be obligated to provide all utilities to the replacement facility. The Director of General Services is granted the authority to administer and enforce this Lease for the County, and will act on behalf of the County in regard to any replacement or re-location of the modular by CASA, as well as any requests by CASA to extend the Lease.

**Fiscal and Facilities Impacts:** No Fiscal or Facilities impacts.

**Special Instructions:** Upon approval and execution of the Lease Agreements, please distribute as follows:

- |  |                                     |
|--|-------------------------------------|
| 1) Original Lease Agreement                          | Official Board File                 |
| 2) Duplicate Original Lease Agreement & Minute Order | Don Grady, GS/Real Estate Svcs Dept |

**Attachments:**

Lease Agreement

**Authored by:** Don Grady, Office of Real Estate Services