



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: Public Health
Department No.: 041
For Agenda Of: September 15, 2015
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Takashi Wada, MD, MPH, Public Health Department Director &
Director(s) Deputy Health Officer
Contact Info: Dawn M. Dunn, MPH, Tobacco Prevention Program 681-5407
SUBJECT: Agreement for Tobacco Retail Licensing Services with the City of Goleta

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 considers recommendations related to a revenue agreement with the City of Goleta as follows:

- a) Approve and authorize the Chair to execute a revenue agreement with the City of Goleta for tobacco retail license administration and enforcement services to be provided by the Public Health Department's Tobacco Prevention Settlement Program for the period of September 15, 2015 through June 30, 2017.
- b) Determine that the above actions are organizational and administrative activities of government that are not a project under the California Environmental Quality Act (CEQA) pursuant to section 15378(b)(5) of the CEQA Guidelines.

Summary Text:

This item is on the Agenda to execute an Agreement with the City of Goleta for Tobacco Retail License (TRL) services at the fee established by your Board via Resolution 12-288. Resolution 12-288 established a fee schedule for TRL services in incorporated and unincorporated cities within Santa Barbara County. The City of Goleta has elected to have its TRL program administered and enforced by the Public Health Department (PHD) Tobacco Prevention Settlement Program and all contract terms and exhibits meet the criteria and specifications for the County to bill for TRL program services rendered to the City.

Background: On November 11, 2012, your Board adopted Resolution 12-288 in the matter of establishing a fee schedule for the TRL program, pursuant to Chapter 37A of Santa Barbara County Code and California Health and Safety Code §101325. The established fee schedule enables the County to enter into agreements with local cities to provide for the administration and enforcement of that city's TRL ordinance. The annual fee for incorporated cities that choose to have TRL services provided by the County is \$379 per retail outlet.

On May 20, 2014, the City of Goleta enacted Ordinance No. 14-05 amending Title 5 of the Goleta Municipal Code adding Chapter 5.07, which established a requirement for a Tobacco Retailer License. Additionally, on May 6, 2014, the City of Goleta adopted Resolution No. 14-25 that set fees for that license pursuant to County Resolution 12-288, subject to subsequent amendments by the County Board of Supervisors. The Resolution also provides that the City shall work with the County to administer and implement the provisions of Chapter 5.07 as per the terms of the attached Agreement.

Fiscal and Facilities Impacts: Budgeted: No*

Fiscal Analysis:

There is no increase in the use of the County's General Fund resources as a result of executing this Agreement. Under this Agreement, the City of Goleta agrees to pay \$379 per Tobacco Retail License and enforcement oversight services provided. Currently the City has 37 stores requiring a license, and the anticipated amount for the fiscal year is \$14,023. *This funding will be used to offset and extend the use of other funding sources and since services will be provided within existing appropriations, no budget revision request is required.

Staffing Impacts:

Legal Positions:

0

FTEs:

0

Special Instructions:

Please execute two (2) originals of the TRL Administration and Enforcement Agreement with the City of Goleta and retain one (1) original Agreement and one (1) Minute Order for pick-up by the department. Please email phdcu@sbcphd.org when available for pickup.

Attachments:

1. Agreement for Tobacco Retailer License Services between County of Santa Barbara and City of Goleta

Authored by:

Dawn M. Dunn, MPH