



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.:** 063/041  
**For Agenda Of:** September 1, 2020  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors

**FROM:** Public Health Van Do-Reynoso, MPH, PHD, Director (805) 681-5102  
General Services Janette D. Pell, Director (805) 568-2626  
Contact Info: Darrin Eisenbarth, Deputy Director, Administration, Public  
Health Department (805) 681-5173  
Skip Grey, Assistant Director, General Services Support Services  
Division (805) 568-3083

**SUBJECT:** Public Health License Agreement with BUNS for a Rabbit Hemorrhagic Disease  
Quarantine Facility at the Animal Services Complex, Santa Barbara; Second  
District (RP File #003825)

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**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** Risk Manager

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:** That the Board of Supervisors:

- a) Approve and ratify a License Agreement (attached) between the County of Santa Barbara and Bunnies Urgently Needing Shelter (“BUNS”) for use of an 817 square foot building known as the former “Little Dog Building”, and restroom area at the Animal Services Complex located at 5473 Overpass Road, Goleta, CA 93117 for the purpose of a temporary wild and domestic rabbit quarantine facility, due to a nationwide outbreak of the deadly disease Rabbit Hemorrhagic Disease (“RHD”), for a term of approximately TWELVE (12) months commencing on August 8, 2020, and terminating on August 31, 2021 with a 6-month extension option, unless terminated by either party with or without cause upon (60) days written notification;
- b) Determine that pursuant to Gov. Code §26227, the Little Dog Building is not needed and will not be needed for County purposes during the duration of this License Agreement and may be used by this non-profit to carry out this valuable program to meet the needs of the population of the county;
- c) Determine that the proposed action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, Existing Facilities, finding that the action

consists of the operation, repair, maintenance, and licensing of existing public or private structures involving negligible or no expansion of existing or former use and approve and direct staff to file and post the attached Notice of Exemption on that basis.

**Summary Text:**

This item is on the agenda to approve and ratify a License Agreement with BUNS for the use of space at the Public Health Department's Animal Services Shelter. The License Agreement will allow BUNS to quarantine/isolate the wild and domestic rabbits brought into the Animal Services Shelter until they can be vaccinated and released into the existing rabbit and guinea pig housing facility.

**Background:**

County Animal Services and the Bunnies Urgently Needing Shelter (BUNS) non-profit partner have had a collaborative and successful relationship. BUNS provides care, enrichment, medical procedures, capital improvements, adoption counseling, lost and found services and various other services and supplies to establish and maintain a safe and healthy environment between humans and animals in Santa Barbara County. As recommended by The American Humane Association Program Assessment, on February 7, 2017, the County Public Health Department and Bunnies Urgently Needing Shelter organization entered into an annually renewing Memorandum of Understanding detailing the County's and BUNS's respective roles. BUNS currently occupies certain facilities at the Animal Services Shelter pursuant to an associated License Agreement that expires in 2021.

Here, a new, separate License Agreement will grant BUNS access to a different part of the Animal Services Shelter. On August 8, 2020, the Director of the General Services Department executed a short term 12A License Agreement with BUNS for the use of 817 square feet of building space and access to a nearby restroom for the purpose of isolating incoming wild and domestic rabbits, until they can be vaccinated and released into the existing common rabbit and guinea pig area. The License Agreement was expedited due to the urgent need caused by the oncoming nationwide spread of the deadly Rabbit Hemorrhagic Disease that has most recently seen cases in Orange County, California. This License Agreement is presented here for ratification by the Board.

The action will involve no expansion of use, and is not likely to have a significant environmental impact. Therefore, this project is exempt from environmental review in accordance with the California Environmental Quality Act (CEQA) Guidelines, Section 15301 – Class 1, which consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alterations of existing public or private structures, facilities, mechanical equipment, or topographical features involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination.

**Fiscal and Facilities Impacts:** N/A

**Special Instructions:**

After Board action, the Clerk shall distribute as follows:

1. Forward the duplicate, fully executed License Agreement and a copy of the Minute Order to the General Services Real Estate Services Division, Attn: Connie Smith for delivery to BUNS and an electronic copy will be forwarded to the Public Health Department.
2. Maintain the original, fully executed License Agreement and Minute Order for the Official File.

**Attachments:**

1. License Agreement (1 Original, 1 Duplicate original)
2. CEQA - Notice of Exemption

**Authored by:**

Connie Smith, General Services