



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: June 17, 2014  
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 Matthew P. Pontes, Director (805) 560-1011  
Contact Info: Greg Chanis, Assistant Director (805) 568-3096  
**SUBJECT:** Lights On Program at County Jail Inmate Reception Center, Santa Barbara;  
Second District

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence:** Risk Manager, Sheriff

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute the attached original and duplicate original License Agreement (Agreement) between the County of Santa Barbara, as licensor, and Believer's Edge, a California corporation, as licensee, for the operation of the Lights On program to serve inmates released from the County jail at the Inmate Reception Center (IRC) from 10:00 p.m. to 3:30 a.m., to be effective upon execution by County, and continuing through December 31, 2014; and
- b) Determine that the proposed action is exempt from the California Environmental Quality Act (CEQA) guidelines, pursuant to Sections 15301, "Existing Facilities," and approve and direct staff to file and post the attached Notice of Exemption on that basis.

**Summary Text:**

The Board's action to approve the attached License Agreement will enable Believer's Edge to staff the lobby of the IRC at the Santa Barbara County Jail, located at 4436 Calle Real, in Santa Barbara, with volunteers to implement the "Lights On Program" to assist inmates released by the Sheriff's Department with services such as phone-charging, snacks, and coffee, between the hours of 10:00 p.m. and 3:30 a.m., when few local services are available.

**Background:**

The Sheriff's Department releases inmates (Released Individuals) from custody at all times of the day from the IRC situated at the Santa Barbara County Jail, (Assessor's Parcel No. 059-140-029). Many of the Released Individuals are released during the late night and early morning hours when very few local services are available. The County Sheriff's Department and Believer's Edge are concerned with the health, safety, and welfare of the Released Individuals and wish to allow Believer's Edge to operate the Lights On Project to provide them support and services from the lobby of the IRC between the hours of 10:00 p.m. to 3:30 a.m. (Hours of Operation).

The proposed Agreement provides guidelines and rules of conduct for Believer's Edge to follow while operating the Lights On Program, as required by the Sheriff's Department. Believer's Edge will staff the lobby of the IRC with volunteers who will provide coffee, snacks, and cell phone charging to the Released Individuals. Believer's Edge will be responsible for maintaining the supplies for the program and cleaning the Lobby area during the Hours of Operation, at its sole cost and expense. The Sheriff's Department will provide Believer's Edge with chairs, use of an electrical outlet, and a locked storage area underneath the counters for snacks and miscellaneous items. The Sheriff's Department will also conduct background checks on all Believer's Edge volunteers staffing the IRC, in accordance with standard procedure.

Believer's Edge is required by the Agreement to indemnify the County from and against all claims and liability arising from their acts or omission to act under the Agreement, including all costs incurred by County that result from any such claims or liability. They are required to provide the standard insurance coverage generally required of lessees or licensees occupying County property, including General Liability with limits of \$1,000,000 per occurrence and \$2,000,000 in the aggregate, naming the County as an additional insured. The agreement also states that the required insurance coverage carried by Believer's Edge shall be primary, with County's insurance and/or self-insurance policy being excess and non-contributory.

Granting Believer's Edge the right to use a portion of the IRC at the County Jail for the purpose of providing certain services to Released Individuals does not involve any expansion of use, or any significant physical changes that would have any potential effect on the environment. Therefore, approval and execution of the License Agreement 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:**

Executing this Agreement will not cause any fiscal impacts or direct facilities impacts to the County. The electricity used through the one outlet is determined to be inconsequential in cost. The Sheriff's Department will build a lockable cabinet using the Inmate Welfare Fund resources. This Fund is

separate from the General Fund and does not use any tax revenue. All other costs of the Lights On Program will be paid by Believer's Edge.

**Special Instructions:**

After Board action, please distribute as follows:

1. Original Agreement
2. Duplicate Original Agreement & Minute Order
3. Copy of Agreement & copy of Minute Order

Clerk of the Board Files

Office of Real Estate Services

Auditor-Controller,  
Financial Reporting Division,  
Attn: Betsy Schaffer

**Attachments:**

1. License Agreement (original and duplicate original)
2. Notice of Exemption