



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:** November 5, 2013  
**Placement:** Admin  
**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) Health Officer  
Contact Info: Dawn M. Dunn, MPH, Tobacco Prevention Program 681-5407  
**SUBJECT:** Agreement for Tobacco Retail Licensing Services with the City of Carpinteria

---

**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 Carpinteria as follows:

- a) Approve and authorize the Chair to execute a revenue agreement with the City of Carpinteria for tobacco retail license administration and enforcement services to be provided by the Public Health Department's Tobacco Prevention Settlement Program.
- b) Determine that these activities are exempt from California Environmental Quality Act review per CEQA Guideline Section 15061(b) (3), since it can be seen with certainty that there is no possibility that the activities may have a significant effect on the environment.

**Summary Text:**

This item is on the Agenda to execute an Agreement with the City of Carpinteria 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 Carpinteria 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 13, 2013, the City of Carpinteria enacted Ordinance No. 662 that amends Chapter 8.52 of the Carpinteria Municipal Code and established a requirement for a Tobacco Retailer License and set fees for that license pursuant to County Resolution 12-288, subject to subsequent amendments by the County Board of Supervisors. Further, Section 8.52.290 of the Carpinteria Municipal Code provides that the City shall work with the County to administer and implement the provisions of Chapter 8.52 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 Carpinteria agrees to pay \$379 per Tobacco Retail License and enforcement oversight services provided. Currently the City has 17 stores requiring a license, and the anticipated amount for the fiscal year is \$6,443. 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:**  
**None**

**FTEs:**  
**None**

**Special Instructions:**

Retain one original executed Agreement with one Minute Order and email PHDCU@SBCPHD.ORG when available for pick-up.

**Attachments:**

Agreement for Tobacco Retailer Licensure Program between County of Santa Barbara and City of Carpinteria

**Authored by:**

Dawn M. Dunn, MPH