



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 4, 2019  
**Placement:** Administrative  
**Estimated Tme:** NA  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** General Services Janette D. Pell, Director (805) 560-1011  
Contact Info: Skip Grey, Assistant Director (805) 568-3083  
**SUBJECT:** Memorandum of Understanding with Judicial Council of California for the Self-Help Center Project, 1st District

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**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:**

As to form: NA

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the Chair of the Board to execute a Memorandum of Understanding (MOU) between the Judicial Council of California and the County of Santa Barbara, regarding the Self-Help Center project at the historic Santa Barbara County Courthouse; and
- b) Find that the recommended action is exempt under the California Environmental Quality Act (CEQA) pursuant to section 15301 of the CEQA Guidelines, because it consists of minor interior alterations of an existing public structure and involves negligible or no expansion of existing or former use.

**Summary Text:**

This item is on the agenda for approval of a MOU between the Judicial Council and the County that sets forth responsibilities for the Self-Help Center project in the Historic Courthouse.

**Background:**

On December 11, 2018, the Board approved and executed a Historic MOU between the Judicial Council of California, the County of Santa Barbara, and the Superior Court of California, County of Santa Barbara, for the continued use of the historic Santa Barbara County courthouse pursuant to California Government Code Section 70329.

This executed Historic MOU preserves the significant legal legacy of the County, Court, and State by providing for the Court's continued use of the Historic Courthouse. It acknowledges and agrees that the Judicial Council and Court shall have the right to exclusively occupy and use the Court Facility and the right to non-exclusively occupy and use those areas of the Historic Courthouse used in common by the Court, the County, the public, and other tenants.

Pursuant to Government Code section 70329 and subsection d of section 3 of the Historic MOU described above, and approved by the Board on December 11, 2018, the Judicial Council may, following notice to and consultation with the County, make alterations or improvements to their exclusive space in the Historic Courthouse. The proposed MOU will facilitate the Self-Help Project, which will consist of, without limitation: removing high-density file shelving, adding private office space, and establishing space for workshops. The County's General Services Capital Projects division will be responsible for the performance of the Self-Help Center Project including design, procurement, construction management, timing and scheduling of construction and inspection. The project budget is \$180,000 and the Judicial Council will reimburse the County for all costs and expenses incurred on the project.

**CEQA:**

The proposed administrative actions do not constitute a project within the meaning of the California Environmental Quality Act (CEQA) pursuant to 14 CCR 15301. CEQA guidelines, Section 15301 consists of the operation, repair, maintenance, permitting, leasing, licensing or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former. All of the activities contemplated in the Self-Help Center Project MOU consist of minor interior alterations, are part of the current activities, and involve no expansion of an existing use and therefore. The categorical exemption stated above is therefore applicable for the proposed action and satisfies the requirements of CEQA.

**Fiscal and Facilities Impacts:**

Budgeted: N/A

**Fiscal Analysis:**

**Narrative:** No fiscal impact is anticipated since the Judicial Council will reimburse the County for all costs and expenses incurred in the performance of the Self-Help Center project pursuant to the final plans

**Staffing Impacts:**

None

**Attachments**

1. Memorandum of Understanding – Self-Help Center project
2. The Self-Help Center Project – Plans and Estimated Costs

**Special Instructions:** After Board action, please distribute as follows:

1. Original executed Self-Help Center MOU – Clerk of the Board files
2. Original Duplicates (2) to Julie Siegel, General Services Department.

**Authored by:**

Skip Grey, Assistant Director, General Services Department