



## BOARD OF SUPERVISORS AGENDA LETTER

**Clerk of the Board of Supervisors**  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**

**Submitted on:**  
**(COB Stamp)**

**Department Name:** Community Services  
**Department No.:** 057  
**Agenda Date:** December 9, 2025  
**Placement:** Departmental Agenda  
**Estimated Time:** 5 MINUTES  
**Continued Item:** No  
**If Yes, date from:** N/A  
**Vote Required:** Majority

**TO:** Board of Supervisors  
**FROM:** Department Director(s): Jesús Armas, Director, Community Services Department  
Contact: Andrew Myung, Assistant Director, Administration & Finance  
**SUBJECT:** Extra-Help Services and Retirement Waiver for Community Services Department

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### County Counsel Concurrence

As to form: Yes

### Other Concurrence:

As to form: N/A

### Auditor-Controller Concurrence

As to form: Yes

### Recommended Actions:

That the Board of Supervisors:

- a) In accordance with California Government Code Section 7522.56(f)(1), certify that the appointment of retired County employee Sherman Hansen is necessary to fill a critical need in the Community Services Department (CSD) before 180 days have passed from his date of retirement;
- b) Approve and authorize the CSD Director to appoint retired employee Sherman Hansen as an Extra-Help employee to assist in park special projects and on a part-time basis, not to exceed 960 hours of annual service, with an effective start date of December 22, 2025; and
- c) 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:

The purpose of this item is to request that your Board certify that there is a critical need to allow the Community Services Department (CSD) Director to hire retired Business & Admin Services Manager, Sherman Hansen as an Extra-Help employee before 180 days have passed from his date of retirement. Mr. Hansen would be hired to assist with special projects such as park revenue analysis, development review fees, departmental intranet, as well as training the new business manager.

**Discussion:**

The Department is currently scheduled to make updates to the reservation system in Spring 2026. It is crucial that Mr. Hansen be available to assist with the launch and go-live process. Having been closely involved in the architecture and development of the new system, Mr. Hansen possesses an in-depth understanding of the new system and his leadership skills in this area are unparalleled.

Additionally, given the current financial environment, the Department would like to do an in-depth financial analysis of our camping park fees, capital funding plan and development review fees. Mr. Hansen is a key member of the leadership team, and the continuity of his presence could be a determining factor in the Department success with these projects. His expertise and knowledge are irreplaceable, and no one is better suited to support and guide staff through this significant transition.

**Background:**

Mr. Hansen has extensive experience with CSD, having served as its Business Manager since September 2018. Previously, Mr. Hansen worked various positions in park operations, park maintenance and sustainability finance since he started his career with the County in 1990. In his role as business manager, Mr. Hansen has played a critical role in the implementation of workday and the new park reservation system, and his expertise has been critical to the successful implementation of the new system. Mr. Hansen's last day of work was August 31, 2025.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

It is anticipated that Mr. Hansen will provide support and training up to 960 hours. In accordance with California Government Code section 7522.56(d), Mr. Hansen will perform this work at a salary rate that does not exceed the maximum authorized in the County's salary table for Business & Admin Services Manager EXH. The extra help position cost will be covered by existing budgeted funds, and will not result in an increase to GFC.

**Staffing Impacts:**

There are no staffing impacts.

**Special Instructions:**

Please return a Minute Order to Eva Camarena, Department Business Specialist, via interoffice mail.

**Contact Information:**

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