



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: April 21, 2009
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: 2/3

TO: Board of Supervisors
FROM: Department
Director(s): Bob Nisbet, Director (805) 560-1011
Contact Info: Paddy Langlands, Assistant Director (568-3096)
Support Services Division, General Services Department
SUBJECT: DSS Lease in New Cuyama for the Cuyama Valley Family Resource Center; Fifth Supervisorial District

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Manager

As to form: Yes

Recommended Actions:

That the Board of Supervisors execute the attached original and duplicate original Lease Agreement between the County of Santa Barbara and the Christian Academy, for the County's use of approximately 2400 square feet of office, meeting and class room space located at 4803 Cebrian Street, in New Cuyama, for the period from April 15, 2009, through April 14, 2011, at a monthly base rent of \$600.00, utilities included.

Summary Text:

The Department of Social Services (DSS) has been operating a Family Resource Center (FRC) in New Cuyama since July 1, 2006. As the program has become well established, more clients are using the center. The current lease requires the County to pay utilities and janitorial services for the 2400 square foot building in return for use of approximately 474 square feet of office space. To reflect the County's expanded use of the building, and to simplify the current process, the County has agreed to pay a \$600 monthly base rent, which includes utilities. The lease term is for two years, with a 30-day cancellation option for both parties.

Background:

In July of 2006, with some financial support from the Santa Barbara County First 5 Commission, the Department of Social Services agreed to take on the development and operation of a Family Resource

Center in the Cuyama Valley. Since March of 2007, the FRC has been housed in the Christian Academy, a former private school. Martha Yopez, who had been providing services to Cuyama families for the past several years under the auspices of Catholic Charities, was retained as the Family Resource Center Coordinator to take the lead in establishing a community-based family resource center.

The Christian Academy building is located centrally in town and is easily accessible to the residents of New Cuyama. As a former school with a fenced-in play yard, a large class room area and small, private meeting rooms; it provides ideal conditions for the type of services the FRC currently provides: case management, leadership, education and parenting classes with child care, and seasonal events, such as toy or thanksgiving basket distribution. During the first two-year trial period, the County has been occupying a small office in the Christian Academy in return for paying utilities and cleaning services for the entire 2400 square foot building. As the facilities are well suited for the operations of the Family Resource Center and both parties are agreeable to continue the arrangement, the County and the Christian Academy are agreeable to extending the lease.

The Family Resource Center is supported by funds from the Department of Social Services general fund contribution and the Santa Barbara County First 5 Children's and Family Commission. This change in lease will not require additional funding. Expenses for rent have been budgeted using existing funds from the current year and FY09/10 proposed budget. FY09/10 program operations may be impacted by the impending May vote on Proposition 10 funds. This has been explained to the Christian Academy and a 30 day termination provision has been included in the lease.

Performance Measure:

The program performance measures and data collection procedures are prescribed both by Santa Barbara County First 5 Children and Families Commission and by Department of Social Services Performance Measures submitted to the Board of Supervisors during the budget process.

Fiscal and Facilities Impacts:

The costs associated with this project are paid for via currently budgeted funds.

Staffing Impacts: None

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

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| 1, Duplicate Original and Minute Order | Real Estate Services, Attn: Don Grady |
| 2. Original Document | Clerk of the Board Files |

Attachments:

Lease Agreement, Original and Duplicate Original

*Authored by Don Grady, Real Estate Services