



# County of Santa Barbara

## BOARD OF SUPERVISORS

### Minute Order

February 24, 2026

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**Present:** 5 - Supervisor Lee, Supervisor Capps, Supervisor Hartmann, Supervisor Nelson, and Supervisor Lavagnino

PLANNING AND DEVELOPMENT DEPARTMENT, PUBLIC  
WORKS DEPARTMENT, FIRE DEPARTMENT

File Reference No. 26-00143

**RE:**

Consider recommendations regarding a services agreement for Accela Licensing for ePermitHub Software and Implementation, as follows:

- a) Approve and authorize the Planning and Development Director or designee to execute an Order Form subject to the County's Master Subscription Agreement with Accela Inc. as amended (Board Contract Number BC19-110) for subscription services for ePermitHub for a total Agreement amount not to exceed \$77,666.67 for a term between March 1, 2026 through June 30, 2027 (16 months) subject to annual budget allocations;
- b) Approve and authorize the Chair to execute a Professional Services Agreement with Accela Inc. for an amount not to exceed \$76,000.00 for implementation services as provided to implement the ePermitHub software for the Planning and Development Department, with the term for services ending June 30, 2027; and
- c) Determine that the recommended actions are not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15378(b)(2) and 15378(b)(5) because the recommended actions involve continuing administrative or maintenance activity, and involve organizational or administrative activity of government that will not result in the direct or indirect physical change in the environment.

**A motion was made by Supervisor Hartmann, seconded by Supervisor Lee, that this matter be acted on as follows:**

- a) **Approved and authorized;**
- b) **Approved and authorized; Chair to execute; and**
- c) **Approved.**

**The motion carried by the following vote:**

**Ayes:** 5 - Supervisor Lee, Supervisor Capps, Supervisor Hartmann, Supervisor Nelson, and Supervisor Lavagnino