



SAN BENITO COUNTY AGENDA ITEM TRANSMITTAL FORM

Dom Zanger
District No. 1

Kollin Kosmicki
District No. 2

Mindy Sotelo
District No. 3
Vice-Chair

Angela Curro
District No. 4
Chair

Bea Gonzales
District No. 5

Item Number: 1.8

MEETING DATE: 11/26/2024

DEPARTMENT: COUNTY COUNSEL

AGENDA ITEM PREPARER: Rebekah Mojica

DEPT HEAD/DIRECTOR: David Prentice

SUBJECT:

COUNTY COUNSEL - D. PRENTICE

Approve Cover Letter and Trespass/Letter of Authority for the County's initial communication to San Benito River private property owners necessary for the County's abatement of encampments, abandoned vehicles, and litter in the San Benito River, providing direction to staff, if desired, and authorization to Staff to make non-substantive changes.

SBC FILE NUMBER:160

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

On August 27, 2024, the Board of Supervisors adopted Ordinance 1067, which enacted restrictions banning the use of certain public rights-of-way as sleeping or living accommodations. The ordinance went into effect September 26, 2024. Information regarding an encampment cleanup policy and potential next steps for the San Benito River cleanup was presented to the Board of Supervisors on October 15, 2024. The Board approved the policy with clarification that Admin would be the lead agency, granted a full time Sheriff Deputy Position to monitor the San Benito River, and instructed staff to return at the November 12, 2024 regular meeting for discussion of the cost estimates, timeline, and updates. On November 12, 2024, the Board of Supervisors adopted by resolution the encampment cleanup policy which sets forth guidelines for the clean-up of encampments on public right of ways and public property.

Prior to cleanup of the San Benito River on private property, trespass authorization for County staff and contractor access is required for encampment enforcement and abatement efforts. For Board approval, a

trespass/letter of authority was developed to grant consent to the Sheriff's Office and County staff (including contractors) to enter private property for ongoing abatement and enforcement. Additionally, a cover letter was developed to summarize the Board's actions related to the San Benito River cleanup efforts and projected next steps. The cover letter and trespass/letter of authority, along with a flyer from the Elections Department regarding notary services available at their office will be mailed to each property owner (approximately 40 mailers covering 75 addresses) and will ultimately be the County's first formal means of communication this year related to this work.

RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:

N/A

CONTRACT NEEDED FOR THIS ITEM:

No

RFP AND BID HISTORY:

N/A

LAST CONTRACT AMOUNT OR N/A:

N/A

CONTRACT HISTORY (Describe all amendments and previous contracts):

N/A

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

Yes

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

No

STRATEGIC PLAN GOALS: 3. Technology

No

STRATEGIC PLAN GOALS: 4. Community Engagement

Yes

STRATEGIC PLAN GOALS: 5. Health & Safe Community

Yes

BUDGETED:

N/A

BUDGET ADJUSTMENT NEEDED:

No

SOURCE OF FUNDING:

N/A

UNFUNDED MANDATE:

N/A

SBC BUDGET LINE ITEM NUMBER:

N/A

CURRENT FY COST:

N/A

STAFF RECOMMENDATION:

Staff respectfully recommends the Board:

1. Approve Cover Letter and Trespass/Letter of Authority for the County's initial communication to San Benito River private property owners necessary for the County's abatement of encampments, abandoned vehicles, and litter in the San Benito River, providing authorization to Staff to make non-substantive changes.

ATTACHMENTS:

[DRAFT Trespass/Letter of Authority](#)

[Cover Letter](#)

[Elections Office Notary Services Flyer](#)