



**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

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**Item Number: 2.1**

**MEETING DATE:** 01/16/2024

**DEPARTMENT:** AUDITOR/CONTROLLER

**AGENDA ITEM PREPARER:** Joe Paul Gonzalez

**DEPT HEAD/DIRECTOR:** Joe Paul Gonzalez

**SUBJECT:**

**AUDITOR/CONTROLLER - J.P. GONZALEZ**

Approve contract with Granicus for the term of December 1, 2023 through January 1, 2025 for a total amount not to exceed \$9,338.00 for short-term rental identification and monitoring services to assist the Office of the Auditor-Controller and Planning Departments, and authorize the Chair to sign contract.  
SBC FILE NUMBER: 608

**AGENDA SECTION:**

CONSENT AGENDA

**BACKGROUND/SUMMARY:**

The County of San Benito has existing contracts with Granicus for various services including: the County's website developer and administrator ; the County Clerk-Recorder-Registrar of Voter's website developer and administrator; Clerk of the Board Peak Agenda software; the County Clerk's Disclosure Docs and Campaign Docs software. The Auditor-Controller, in the capacity as Transient Occupancy Tax Collector (TOT) requests adoption of a new agreement with Granicus for short-term rental identification and monitoring services in the unincorporated areas of the County. This contract obligates Granicus to provide ongoing monitoring of over 60 short-term rental websites including the major platforms of Airbnb, VRBO, HomeAway, Booking.com, FlipKey, and Expedia. The short-term rental services will provide up-to-date information for each identified rental unit and its compliance status. In addition, the service will provide setup and configuration of the system to enable ongoing monitoring of the County's short-term rentals for compliance with the relevant registration, licensing and permitting processes. The service will be available not only to the Auditor-Controller TOT staff for registration and licensing purposes but has the added benefit of being available to staff of the County Planning Department for code enforcement purposes.

**RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:**

No

**CONTRACT NEEDED FOR THIS ITEM:**

Yes

**CONTRACT AND RFP HISTORY:**

The County currently has three other service contracts with Granicus which may be found on the County's website.

**LAST CONTRACT AMOUNT OR N/A:**

N/A

**STATE IF THIS IS A NEW CONTRACT/ HOW MANY PAST AMENDED CONTRACTS/ OR N/A:**

This is a new agreement with Granicus for new services not previously provided.

**STRATEGIC PLAN GOALS: 1. Operational Development & Excellence**

Yes

**STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth**

Yes

**STRATEGIC PLAN GOALS: 3. Technology**

Yes

**STRATEGIC PLAN GOALS: 4. Community Engagement**

Yes

**STRATEGIC PLAN GOALS: 5. Health & Safe Community**

Yes

**BUDGETED:**

Yes

**BUDGET ADJUSTMENT NEEDED:**

No

**SOURCE OF FUNDING:**

General Fund

**UNFUNDED MANDATE:**

No

**SBC BUDGET LINE ITEM NUMBER:**

101.20.1145.1000

**CURRENT FY COST:**

\$9,338.00

**STAFF RECOMMENDATION:**

Approve contract with Granicus for the term of December 1, 2023 through January 1, 2025 for a total amount not to exceed \$9,338.00 for short-term rental identification and monitoring services to assist the Office of the Auditor-Controller and Planning Departments, and authorize the Chair to sign contract.

**BOARD ACTION RESULTS:**

Approved contract per staff recommendation. (5/0 vote)

**ATTACHMENTS:**

[Granicus Contract-Signed](#)

[Fully Executed Granicus Contract](#)