

**SANTA BARBARA COUNTY
BOARD AGENDA LETTER**



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

Agenda Number:
Prepared on: 08/26/03
Department Name: Public Works
Department No.: 054
Agenda Date: 10/21/03
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Santa Barbara County Board of Supervisors

FROM: Phillip M. Demery, Director
Public Works Department

STAFF CONTACT: Dace Morgan
Engineering Section Manager, telephone: 568-3047

Harrison Heyl
Real Property Agent, telephone: 568-3072

SUBJECT: Caltrans Right-of-Way Certification Authorization
All Supervisorial Districts

Recommendation(s):

That the Board of Supervisors:

Adopt the attached Resolution authorizing designees of the Public Works Director to execute Right-of-Way Certifications in connection with projects using federal funds administered by the California Department of Transportation.

Alignment with Board Strategic Plan:

The recommendations are primarily aligned with Goal No. 1. An Efficient Government Able to Respond Effectively to the Needs of the Community.

Executive Summary and Discussion:

The County of Santa Barbara Public Works Department ("County") often undertakes public projects which incorporate the use of federal and state funds administered by the California Department of Transportation ("Caltrans"). Caltrans requires that the County execute Right-of-Way Certifications concerning the need, if any, for the acquisition of right-of-way for such projects using federal or state funds.

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The County Board of Supervisors adopted Board Resolution 89-261 on May 9, 1989, authorizing the Director of Public Works to execute such Right-of-Way Certifications, as such Right-of-Way Certifications are administrative items having no direct fiscal impacts.

However, the Director of Public Works may delegate the execution of Right-of-Way Certifications to a designee with detailed knowledge of the project and the right-of-way requirements. Caltrans will accept Right-of-Way Certifications executed by designees of the Director of Public Works, provided that the Board of Supervisors has properly authorized the execution of Right-of-Way Certifications by such designees.

Mandates and Service Levels:

No change in programs or service levels.

Fiscal and Facilities Impacts:

No fiscal or facilities impacts.

Special Instructions:

After Board action, distribute as follows:

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| 1. Original Resolution | Clerk of the Board File |
| 2. Copy of Resolution, Minute Order | Surveyor's Division, Attn: Harrison Heyl |
| 3. Copy of Resolution, Minute Order | Transportation Division, Attn: Dace Morgan |

Concurrence:

Transportation Division
Real Property (Surveyor's Division)