

Reasonable Accommodations Process and Personal Property Impound Handling

March 3, 2026

San José City Council

PRESENTERS

Jon Cicirelli, Director, Parks, Recreation and Neighborhood Services

Zulma Maciel, Director, City Manager's Office of Racial and Social Equity

Olympia Williams, Deputy Director, Parks, Recreation and Neighborhood Services

Gabriel Rodriguez, Senior Deputy City Attorney, City Attorney's Office



OFFICE OF RACIAL AND SOCIAL EQUITY FINDINGS

Data Collection - Current tracking does not fully capture accommodation activity.

Recommendation:

- Implement a centralized accommodation tracking system.
- Include Disability Affairs Officer in post-abatement debriefs.

Outreach and Communication - Standardized forms exist, process guidance is unclear.

Recommendation: Develop a simple, public-facing FAQ (eligibility, examples, process, etc.)

Training - Staff have received training; further integration underway.

Recommendation:

- Formalize onboarding and refresher trainings.
- Embed accommodation guidance across all operational trainings.

PERSONAL PROPERTY IMPOUND PROCESS

Purpose and Scope

- Revised Personal Property Impound Standard Operating Procedure (SOP) applicable when City staff or contractors encounter personal belongings in public spaces while performing City services.
- Protects constitutional property rights while supporting public health and safety.

Authority

- Issued by PRNS / Beautify San José under City Council authority.
- Supersedes prior personal property SOPs.
- City Manager or designee may amend with City Attorney coordination.

KEY OPERATING PROCEDURE UPDATES

Clarifies storage presumptions

Clarifies bulk personal property handling

Updates storage timeframes

Expands guidance on abandoned property

Provides guidance of documentation

Emphasis on training and implementation



ENCAMPMENT CONDITIONS

Video: Encampment Conditions: Guadalupe River and Trail:
Woz Way to Willow Street - January 2026



Images: Encampment Conditions
Coyote Creek at Brokaw Road: February 2026

RESOURCE AND CAPACITY CHALLENGES

- Staff resources – There are currently no budgeted resources to manage personal property storage. Staff will be shifted to support the management of personal property as part of the BeautifySJ Optimization process.
- Documentation Capacity – Expanded digital storage for photos, videos and other digital documentation will require additional resources.
- Personal Property Storage Capacity - BeautifySJ will need to increase storage capacity to align with the revised personal property storage timelines.



BeautifySJ Personal Property Impound Standard Operating Procedures

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