

Monterey County Board of Supervisors

MEETING:		July 9, 2024 - Other Board Matters							
SUBJECT:		Board Referrals Update							
DEPARTMENT:		County Administrative Office							
Item #	Brd Rfl #	Assignment Date	Referred By	Lead Dept.	Sub-Depts.	Project Lead	Item	Report	Status
1	2016.02	4/12/16	Adams	HCD	County Counsel	Blitch/Spencer	Short Term Rental (STR) Ordinance a) Prioritize completion of the STR rental ordinance by scheduling a final meeting of the STR Working Group; and b) Present a complete STR Ordinance to the Planning Commission; c) County Counsel respond to the Board re. County not engage in code violation citations while the STR ordinance is being developed.	Staff presented the draft vacation rental ordinances to the Board on November 17, 2020. Referral modified on August 24, 2021 (as part of Board's annual evaluation of referrals) requesting that HCD provide a proposal to address implementation of enforcement at this time, as well as anticipated funding sources for those costs. On October 5, 2021, the Board directed HCD to develop a pilot program to enforce STRs in District 5. On December 8, 2021, staff provided a presentation to the Board on its proposed proactive enforcement and was directed to proceed by returning in January/February 2022 for Board action on staff resources, funding, and a draft ordinance increasing fines for unauthorized STRs. The Budget Committee considered staff resources on January 26, 2022 and subsequently, on March 1, 2022, the Board approved three new staff positions including two Code Compliance Inspector II positions and an Office Assistant position. Proactive code enforcement on STRs operating without paying TOT is ongoing. On the ordinance, a Draft EIR was circulated for public review and comment from December 11, 2023 through January 29, 2024. HCD is preparing responses to comments (the Final EIR). The Planning Commission and Board will consider the ordinance after the Final EIR is published. Planning Commission review and recommendation to the Board is targeted on May 29, 2024.	Pending
2	2017.18	9/19/17	Board	CAO		Bokanovich	Request a presentation to the Board of Supervisors with options for commissioner compensation that supports our ability to recruit a diverse and representative pool of commissioners.	The item was presented to the Board on 10/2/2018. The Board directed that HR: 1) convene a committee of Department Heads that manage significant boards and commissions to develop a Commissioner Recruitment Strategy; 2) ask departments to provide information related to the diversity of their current volunteer Commissioner's and committee members; and 3) work with County Counsel and Auditor to determine what would be involved/required to actively implement reimbursement to these volunteers, with budget/cost implications. Referral modified on August 24, 2021 (as part of Board's annual evaluation of referrals) to include: A) an assessment on how commissions are being utilized; how well they are serving in their advisory function to the Board; staffing levels of various committees, and, how that may or may not contribute to their functioning; and, B) referring the referral to the Board of Supervisors - Human Resources Committee to engage in discussion and bring back recommendations to the full Board. This item was discussed with the Human Resources Committee in late January 2022. The referral has been reassigned to the County Administrative Office for response. Additional time is needed for information gathering. Staff anticipates a further response to the Board in August 2024.	Pending
3	2017.20	11/19/19	Alejo	PWFP		Ishii	Lease agreement between the City of Salinas and the County of Monterey regarding County's parcel adjacent 855 East Laurel Drive in Salinas for the implementation of a BMX Bike Track, new Skate Park, and sidewalk on East Laurel Drive in Salinas.	An initial referral was initiated on September 15, 2017. On September 1, 2017, Supervisor Alejo held a meeting with the City of Salinas, County RMA staff, and a BMX bike park and skate park engineers/designers to review the property. County Staff conferred with City Staff relative to the City's update of their Parks Master Plan. RMA has also been coordinating with City staff regarding sidewalks on County-owned lands along East Laurel Drive adjacent to this property (between Sanborn Road and Constitution Boulevard). The referral was closed on May 7, 2019 for staff to pursue efforts for a Shelter at 855 E. Laurel. RMA is preparing to bring a master planning effort for use of County lands, specifically lands at Natividad/Laurel in Salinas. This matter is reinstated for reconsideration. Public comment on this item was received on January 14, 2020. Item was pulled from the June 16, 2020, Board meeting agenda and is on hold pending identification of funding. Staff to consult with requesting Supervisor prior to resubmitting item to the Board. PWFP staff continues to work with our state legislative consultants to identify potential grant opportunities. At the September 14, 2021 Board Meeting, the Board provided direction to PWFP staff to apply for Prop 68 grant funding. On January 20, 2022, the County submitted a \$3 million application to the Prop 68 Regional Park Program. Project implementation is pending notification of a grant award. On August 24th, the County was notified that its project applications were not selected for grant funding - the process was highly competitive and oversubscribed. Staff will continue to find new opportunities to raise fund to build the project. Staff continues to seek grant opportunities and/or partnerships to fund raise and build the project. Staff received noticed from the Salinas Regional Soccer complex that they would be proceeding with the design and placement of the skate/bike park within their complex and would include it as part of their operations.	Postponed
4	2018.15	6/5/18	Church	HCD		Spencer	Consider zoning changes to prohibit drilling for oil & gas north of King City	Present options for initiating amendments to County zoning to prohibit new oil and gas exploration in Monterey County except in the southern Salinas Valley, generally south of King City and east of the Santa Lucia range, so that it meets all legal requirements. RMA prepared options for consideration by the Planning Commission at a workshop held on 7/11/18. Referral postponed until Measure Z litigation is concluded. Modified to include Supervisor Church as the sole referring supervisor for the referral.	Modified

Item #	Brd Rfl #	Assignment Date	Referred By	Lead Dept.	Sub-Depts.	Project Lead	Item	Report	Status
5	2018.28	12/4/2018	Phillips	HCD		Spencer	Affordable Housing in the Coastal Zone	Amend County LCP to be consistent with the Coastal Act regarding affordable housing, authorize staff to investigate processes and provide language revision recommendations to the Local Coastal Plan. A presentation was provided to the Board on January 15, 2019. HCD plans to couple this work with the 6th Housing Element to be completed by December 2024. In the interim, staff considers the integration of affordable housing policies in the coastal zones when the opportunities exist (e.g., update to the Big Sur Land Use Plan) Staff anticipates coordinating meetings with coastal commission staff in 2023 with a report out to the Board of Supervisors in 2024.	Pending
6	2019.08	9/10/2019	Alejo	PWFP/IGLA		Ishii/Chinatos	State Funding for the Historic Old Monterey County Jail	A presentation of options for the disposition of the Old Jail was provided on September 10, 2019. The Board identified specific options and authorized Supervisor Alejo to pursue state funding match (\$10M) in the 2020 State Budget, which will be determined by June 2020. Meanwhile, RMA has coordinated with City staff on their Lincoln Avenue Corridor Master Plan efforts that includes an option for potential reuse of the old jail site. Due to the pandemic the Legislature did not entertain specific budget requests, such as that for the Old Jail. On Oct. 18, 2021, the County met with Assemblymember Rivas who indicated he would submit a \$15 million 2022 State Budget request for the project. Discussions on this request are ongoing with the County's State Legislative delegation. On February 11, 2022, the Board held a Legislative Workshop and identified this request as a County priority. No funding for the project was included in the FY 22-23 State Budget. Staff has updated the funding request to \$17.25 million to reflect project cost escalation. Staff continues to seek opportunities to fund the project. Ongoing updates are being provided to the Legislative Committee.	Postponed
7	2020.12	3/3/2020	Church & Adams	CAO/PWFP		Vega/Ishii	Consider funding options to increase the Pavement Condition Index of County roads to at least a "Fair" standard over the next ten years.	Staff has been performing research on funding options with the assistance of a financial consultant. A report was presented to the Capital Improvement Committee (CIC) meeting on September 13, 2021. Staff provided a status update to the Board on February 8, 2022. Staff is proceeding with Board direction and coordinating with financial advisors and the Budget team to finalize details of the proposed bond approach. The Debt Advisory Committee considered the program on November 21, 2022 and the Budget Committee considered the program on November 30, 2022. Review by the Capital Improvement Committee is planned for February 8, 2023, with a report to the Board planned for March 7, 2023. A final check in with the CIC is planned for March 6, with a report to the Board on March 28, 2023. Staff will present to the Budget Committee in September 2023 and the Board in October 2023 with a recommendation to request support to issue debt to move forward with road improvement projects. The analysis of the Bond Program is still underway. Staff is looking to update some of the initial program assumptions and Program Project cost estimate. Staff is preparing to go Board with the final recommendation. Referral deemed closed by referring supervisors on May 31, 2024	Completed
8	2020.22	7/7/2020	Church	CAO		Bokanovich	Referral Process Amendment	This referral requests that the process be amended to have Board approval for a referral as part of an agenda item showing the purpose of the referral, costs, time, challenges, and details of the project. In April 2021, the Board approved an amended Board Referral process, which included an exception for urgent matters and provided for Board review of pending referrals on an annual basis. Board review of the referral procedures is anticipated to occur in July 2024, in conjunction with other Board policies.	Pending
9	2020.27	12/8/2020	Lopez-Alejo	COB		Ralph	Address the need for translation services	This referral seeks to support access to live translation services and translate recorded minutes of Board of Supervisor meetings. Staff provided a report to the Board on December 14, 2021. Staff will provide a report to the Board in July 2022. The referral is close to completion. Staff will provide an update to the referring Supervisors. Staff is working with ITD on how to implement the Spanish webinar portion. The Spanish Live Simultaneous webinar was kicked off on May 7, 2024 and will run through July 16, 2024. Staff will report to the Board after the pilot program is complete.	Pending
10	2021.05	3/2/2021	Alejo	PWFP		Ishii	Monterey County COVID-19 Victims Memorial	This referral seeks to create a permanent memorial with the names of all COVID-19 victims of Monterey County on the Monterey County Government Campus at 168 West Alisal Street. A presentation was provided to the Board on March 22, 2022. Staff was directed to seek potential match from partners and return to the Board in 45 days for further direction. Staff has been seeking potential partners and will be reporting back. The Board approved a revised concept at its June 22, 2022 meeting. Staff is coordinating with the Budget Office to establish fund to receive donations, and staff is seeking potential donors. On September 13, 2022 the Board of Supervisors approved staff's request to enter into a capital campaign with Monterey County Community Foundation to raise funds to complete the project. Staff provided an update to the Board on June 13, 2023. Staff provided a status update at the June 13 BOS. Funding efforts are at 44% overall project cost. Funding raising efforts have raised enough money to develop plans for permit. Staff initiated a draw from the Community Foundation fund to begin drawings for permit.	Pending
11	2021.09	5/25/2021	Church/Askew	CAO		Bokanovich	Review of Board Committee Responsibilities	This referral seeks to clarify the purpose and responsibilities of each Board of Supervisors committees to improve staff workflow and Board decision making ability. A preliminary analysis was approved by the Board on June 15, 2021. Staff will be submitting a response to this referral for Board consideration in May 2022. The referral has been reassigned to the County Administrative Office for response. Board is scheduled to conduct its 2nd annual evaluation of pending referrals on March 28, 2023. To avoid future delays, all annual evaluations will be scheduled to occur the first month of each calendar year. Board review of the referral procedures is anticipated to occur in October, in conjunction with other Board policies. Staff anticipates a response to this referral in June 2024.	Pending

Item #	Brd Rfl #	Assignment Date	Referred By	Lead Dept.	Sub-Depts.	Project Lead	Item	Report	Status
12	2021.18	9/28/2021	Adams	WRA		Azhderian	Board Workshop to Review Regional Water Issues and Potential Solutions	This referral seeks to initiate a comprehensive discussion on regional scale water issues and potential solutions in Monterey County. This referral is for the Board of Supervisors of the MCWRA to hold a special joint meeting with the MCWRA Board of Directors, the SVBGSA Board of Directors, and the Marina Coast Water District GSA Board for the water agencies' leadership to provide a comprehensive overview of regional projects under consideration by the MCWRA, SVBGSA and MCWD GSA. Elected officials, local agencies, water purveyors, industry representatives, landowners and other stakeholders that may have some oversight or authority, or potential interest in participating in regional solutions should be invited. A preliminary analysis was provided to the Board on November 2, 2021. A workshop was held for the Board on March 15, 2022 at 1:30pm. The 2nd Board Workshop will be held on September 20, 2022. The 3rd and final Board Workshop will be held on December 6, 2022. Staff were directed to continue to pursue a collaborative approach with the stakeholders to formulate regional water collaborative. Water Resources Agency Staff will be coordinating this effort with the Salinas Valley GSA, and return to the Board with recommendations. The SVBGSA was recently awarded a facilitating support services grant from the Department of Water Resources providing one year of facilitation services at no local cost. In coordination with the SVBGSA and Monterey One Water (MW1), the scope of services includes a facilitated series of workshops with MW1, SVBGA, and MCWRA to begin with the fact finding, and then to a solutions focused problem-solving approach to delivering the maximum amount of recycled water to MW1 customers including CSIP, CalAm, and Marina Coast Water District, critical to local water supplies and seawater intrusion mitigation.	Pending
13	2021.25	11/16/2021	Askew	PWWFP HCD		Ishii Spencer	East Garrison Street Renaming	This referral seeks to identify the process and funding for the renaming of certain streets in East Garrison and revise the naming approval process. A preliminary response was provided to the Board on January 11, 2022. Staff presented to the Board at the May 3, 2022 Board Meeting, and received direction from the Board. HCD has been directed to engage with the public and determine interest in changing the street names within East Garrison. HCD attended the East Garrison CSD (EGCSD) meeting on May 11, 2022, to present the matter. HCD staff will develop a draft program. The program will likely be presented to the Board for consideration once developed.	Pending
14	2021.28	12/7/2021	Alejo/Lopez	WRA		Azhderian	Water Storage Infrastructure and Maintenance State Budget Request	This referral requests that Monterey County Water Resources Agency partner with our state legislative delegation to make a \$300 million budget request in the 2022 legislative session for the water storage infrastructure & maintenance projects at Lakes San Antonio and Nacimiento. When the referral was introduced it was amended to include an additional \$12 million State Budget request for the San Lucas Clean Drinking Water Project. A preliminary response was provided to the Board on January 11, 2022. These projects have been designated as priority projects of the Board for the 2022 Legislative Program. The County has made a \$312 million State Budget request for these projects. Discussions on this request are ongoing with the County's State Legislative delegation. On February 11, 2022, the Board held a Legislative Workshop and identified these State Budget requests as County priorities. Ongoing updates will be provided to the Legislative Committee.	Pending
15	2021.29	12/7/2021	Adams	PWWFP		Ishii	Increased Fines for Big Sur Roadside Camping Prohibition	This referral seeks to increase the administrative citation and fine amounts for citations issued under Monterey County Code Section 14.18.020.A. This is a follow-up to Board Referral No. 2019.16 (Big Sur Roadside Camping Prohibition Enforcement). A preliminary response was provided to the Board on January 11, 2022. The Ordinance increasing the existing fine amount to \$1,000 was adopted by the BOS at its July 26, 2022 meeting. New signage to indicate the increased fine amount has been installed on all existing camping prohibition signs. Staff continues coordination with the Big Sur Byways Organization and District 5 on installation of additional new signs. Staff continues to coordinate with Caltrans and Coastal Commission on getting the necessary approval/permits to install along SR 1.	Pending
16	2022.02	1/11/2022	Askew	CAO		Bltch/Chitulos	Sheriff Oversight Board Formation	This referral seeks to explore formation of a Sheriff Oversight Board. Assembly Bill 1185 authorized counties to establish a sheriff oversight board to assist the board of supervisors to fulfill its duties related supervising the official conduct of all county officers, including the sheriff. An oversight board would consist of civilian residents appointed by the board of supervisors. Formation of the oversight board can be accomplished by action of the board of supervisors or through a vote of county residents. This referral requests the Board of Supervisor form such an oversight board and that staff return with a report that includes bylaws, formation resolution, and an outline of administrative capacity needed to support the oversight board. A preliminary response was provided to the Board on March 22, 2022; at which time, the Board took action to defer the item until after the new Sheriff is elected and the Board has had an opportunity to establish a relationship. An Ad Hoc Committee has been established by the Board to study the various options concerning oversight of the Office of the Sheriff, pursuant to Assembly Bill 1185.	Pending
17	2022.04	2/1/2022	Church/Lopez	PWWFP HCD		Ishii Spencer	Revisit Rossi Road Extension Plan	This referral seeks to revisit the Rossi Road extension plan and explore solutions to alleviate traffic congestion and improve traffic circulation in the Boronda area as a result of the population and business growth and the relocation of the SVSWA transfer station and Republic Services' yard. A preliminary response was provided to the Board on March 8, 2022. A Town Hall was conducted on July 27, 2022. A working group has been started, and next steps and roles are being established. CEQA and funding are also being researched and discussed. HCD staff is preparing a draft MOU with the City of Salinas. The draft MOU will be presented to the Board once completed.	Pending

Item #	Brd Rfl #	Assignment Date	Referred By	Lead Dept.	Sub-Depts.	Project Lead	Item	Report	Status
18	2022.11	3/1/2022	Alejo	Health		Jimenez/Eckert	Mental Health Services Act (MHSA) Reserve Funds Expenditure Plan & Oversight	This referral requests that the Monterey County Behavioral Health Department provide a comprehensive presentation on how Mental Health Services Act funding is being used in our county, what other potential eligible services could be provided under the act, and to devise an updated expenditure plan to utilize the record reserve funds of \$55,380,337 towards providing critical needed services to eligible residents. The referral further requests that the Board of Supervisors receive an annual report on the expenditures and effectiveness of all its programs. A preliminary response was provided to the Board on March 22, 2022. The Board directed that the matter be referred to the Budget Committee for further consideration. An initial comprehensive report was provided to the Budget Committee on April 25, 2022. The Budget Committee directed that the report be expanded to include outcomes and effectiveness, and be referred to the Board of Supervisors for further consideration. Staff provided an updated response to the Board of Supervisors on June 21, 2022 and were directed to present further updates to the Budget Committee. Staff provided an update at the Budget Committee on July 27, 2022 and returned with an update on our future fund balance assumptions and innovation projects on January 19, 2023 as directed. Staff, as part of its presentation to the Board of Supervisors on its Department's FY 2023-24 Budget Request on April 4, 2023, included a summary of the MHSA Fund. On May 23, 2023, staff presented to the Board of Supervisors a more comprehensive update on MHSA year end estimate, projected expenditures for FY 2024, budgeted capital, and innovation projects. Staff will return to the Board with an update in the Fall 2024.	Pending
19	2022.14	4/19/2022	Lopez	PWFP		Ishii	Harkins Road	This referral requests that staff investigate the possibility of changing Harkins Road into a one-way street. Staff presented the Preliminary Analysis Report at the May 17, 2022 Board Meeting. PWFP engaged consultant support to evaluate a potential one-way concept for Harkins Road, and a community meeting was held in Spreckels on December 5, 2022 to get feedback. Staff provided a verbal update to the referring Supervisor in January and a report to the Board is planned for the February 28, 2023 March 7, 2022 Board meeting. With the Board Report seeking approval for the Harkins/Hunter project, staff is presenting our recommendation for the Harkins Road next week. The one-way option of Harkins is not being recommended at this time. Staff is recommends upgrading signage and constructing improvements to the Harkins/Hunter intersection instead.	Pending
20	2022.16	5/10/2022	Alejo	Probation/CAO-PWFP		Keating/Woods/Ishii	Completion of the Monterey County Juvenile Hall	This referral requests for the Monterey County Probation and other county staff to pursue state grant funding to complete the unfinished phase of the Juvenile Hall. On June 7, 2022, the Board took action to combine with Board Referral No. 2017.24. This item was reassigned to PWFP on September 8, 2022. PWFP obtained a consultant to conduct a Youth Center Consolidation Study. That work is underway, and a final report with recommendations is expected to be presented to the Board by the end of April 2023. Modified to include Supervisor Alejo as the sole referring supervisor for the referral. Study is completed. Staff is preparing a report for the BOS in August 2023 January 2024.	Pending
21	2022.17	8/23/2022	Lopez	Elections		Martinez	Elections Fee Schedule – Recounts	This referral requests that staff bring forward recommendations to possibly include creating a fee schedule for candidates to request and plan for recounts when needed. The preliminary response presented in August 2023 included the Department's work with the California State Association of Clerks and Elections Officials to initiate changes to regulations and laws related to the administration of recounts.	Pending
22	2022.22	9/27/2022	Alejo	PWFP		Ishii/Lerabie	East Salinas District 1 Office/ District 1 Carryover Office Budget Funding For Planned East Salinas Office	This referral requests that staff search and open a District Office for District 1 in East Salinas 93905 to provide greater office access to constituents in this area of Salinas with the greatest need. A preliminary response was presented to the Board on October 25, 2022. A site has been identified and staff is coordinating with the landlord on ADA upgrades prior to executing the lease. Modified by the referring Supervisor on May 18, 2023 to include that any leftover District 1 office budget funding for 2022-23 be carried over into the next fiscal for the specific purpose of paying and offsetting any costs in opening the D1 office in East Salinas. Real Property continues to keep an active search open for available office space within District 1 and provide occasional update to Supervisor Alejo of staff's efforts. Currently there are no opportunities available that meet the Supervisor's requirements.	Modified
23	2022.23	11/22/2022	Church	PWFP/CAO		Ishii/Vega	Long-Range Funding Source for Pajaro Park	This referral requests a long-range funding source for Pajaro Park to ensure long-term park access to residents of the Pajaro Valley which will enhance the overall health and well-being of residents of this disadvantaged community who need it the most. On January 17, 2023, the Board approved moving forward with a one-time funding request of \$35,000 for Pajaro/Sunny Mesa Community Services District to maintain Pajaro Park for FY23. Staff will provide information to the Budget Committee in February 2023 and Board in early March to finalize the funding request. Staff will return to the Board in April 2023 for additional referral response regarding a long-term funding source for the park. Staff currently advising PSMCSD staff regarding research of local/community funding sources. Parks staff followed up with PSMCSD and no further work has been done on their part to secure long-range funding. Parks staff provided suggestions for community organizations and individuals that should be contacted.	Pending

Item #	Brd Rfl #	Assignment Date	Referred By	Lead Dept.	Sub-Depts.	Project Lead	Item	Report	Status
24	2023.03	2/7/2023	Alejo	HCD		Spencer	Affordable Senior Housing Project at 855 East Laurel Drive	This referral purpose is to approve using a vacant county property at the eastern-corner portion of 855 East Laurel Drive to construct affordable housing units for Monterey County seniors. A preliminary response was provided to the Board of Supervisors on February 28, 2023. HCD staff has met with the Housing Authority who have expressed an interest in partnering with the County on such a project. HCD is also coordinating with PWFP on plans for the Laurel Yard campus which are currently in development. Separately, HCD has been progressing an affordable housing project at this same site. On February 7, 2023 the Board approved an Exclusive Negotiating Agreement with Eden Housing Inc. for design and development of an Affordable Housing Multifamily Rental Housing Project. December 12, 2023, the Development Review Committee considered Eden's two-phase 132 rental unit affordable housing project. County has procured outside legal counsel and negotiations with Eden for a Disposition and Development Agreement with Long-Term Ground Lease are underway, which are anticipated to come to Board for consideration late spring 2024. The potential for a senior housing project will be presented to the Board once the Eden housing project is completed and PWFP has identified any remaining needs for land at the Laurel Yard.	Pending
25	2023.09	4/18/2023	Alejo	PWFP		Ishii	Salinas Regional Soccer Complex Grant Opportunities	This referral seeks that county staff assist in two grant opportunities for the Salinas Regional Soccer Complex that requires the County of Monterey to be lead applicant as the real property owner. Staff will provide an update to the Board on May 9, 2023. Staff presented a referral response on May 9 and May 15th. BOS provided direction to modify the referral by continuing to work with the Sport Authority on funding on options to bring back to the board for discussion. Staff will continue to collaborate with SRSA to find partner on new grant opportunities.	Pending
26	2023.12	5/23/2023	Alejo	Health		Jimenez	Joint Model Crisis Response Pilot Program with the City of Salinas	This referral requests that the County of Monterey collaborate with the City of Salinas on a potential pilot crisis response program. A preliminary response was provided to the Board on June 13, 2023. The Joint Meeting with the City of Salinas has been postponed until sometime early next year, and Supervisor Alejo would like to keep this referral open and revisit this once staff has met with the City at that time.	Pending
27	2023.13	7/11/2023	Church	PWFP		Ishii	Laurel Yard Master Plan	This referral requests that county staff analyze the current and proposed uses of the County owned properties at and around the Laurel Yard in Salinas and engage in a master plan to ensure compatible development consistent with County operations and community objectives to determine if the Laurel Yard should be relocated and potential sites for consideration. A preliminary response was presented to the Board on August 29, 2023. Staff will return to the Board in June 2024.	Pending
28	2023.17	7/19/2023	Adams	HCD		Spencer	Safeguard & Maintain Historic Buildings in Monterey County	Referral requests the County pass a local ordinance where it shall be unlawful for any person to cause or cause others to act to burn or structurally damage a structure that has been listed on a city, county, state, or national list of historic properties. This includes owners of a structure listed on a local, state, or national register of historic structures. HCD staff presented a preliminary response to this referral on September 12, 2023. The Board directed HCD to proceed with updating the County's Historic Preservation Ordinance to incorporate penalties for unlawful damage to historic resources. Updates to the Historic Preservation are on the long-range work plan for HCD and are programmed to be completed in future years.	Pending
29	2023.18	8/22/2023	Adams	HCD/Sheriff		Spencer/Nieto	Renter Census Data in Unincorporated County of Monterey	Referral requests that staff develop a method to collect data for identifying the number of renters and the number of evictions in the unincorporated areas of the County of Monterey. A preliminary response will be presented to the Board on November 28, 2023. HCD met with the Sheriff's Office to review eviction data and has coordinated with the Environmental Health Bureau on their rental housing inspection program. The only data currently available on the number of renter's in Monterey County is the US Census data. Additionally, the Sheriff's Office has data on the number of evictions they serve post covid pandemic eviction moratorium policies; however, this data only represents those cases where the tenant did not willingly vacate a property. HCD staff anticipates returning to the Board with an update fall 2024.	Pending
30	2023.20	11/7/2023	Church	Health		Jimenez	Littering Fines	This referral requests that staff amend County Code 10.41.040 to establish clear and significant penalties for littering and dumping by adopting fines parallel to that of San Benito County. Environmental Health will be presenting a draft Ordinance at the Board of Supervisors meeting on January 30, 2024, requesting that a Public Hearing be set to adopt the Ordinance. The ordinance will be set on February 27th for adoption, and direction was given by the Board to come back in one year with an update on the number of administrative violations, how many fines have been levied, and the total amount of fines.	Pending
31	2023.21	11/7/2023	Church	CAO		Chiuolos	Non-County Entity Appointments Procedure for Supervisors	This referral requestst that staff amend the current policy for appointments of County Supervisors to Non-County entities. In November 2023, the Board established an ad hoc to review and vet non-county entity appointment procedures. The first meeting of the ad hoc is anticipated to occur in late February/early March 2024.	Pending
32	2023.22	11/28/2023	Adams	PWFP		Ishii	Bixby Bridge - Traffic and Pedestrian Safety	Referral requests that staff identify solutions to respond to the immediate health and safety emergency concerns at the Bixby Bridge in Big Sur due to increased levels of visitation resulting in traffic congestion, parking issues, blocked residential access, and unsafe illegal pedestrian crossings across Highway 1. Staff presented a Preliminary Analysis Report to the Board on January 23, 2024. Staff will provide updates as they meet with the working group.	Pending
33	2024.01	2/6/2024	Lopez	Health		Jimenez	Spay, Neuter and Pet Surrender Education	The purpose of this referral is to determine the possibility of the County of Monterey developing a grant program to support local non-profits to provide for and expand upon the available pet/animal education to the community with direction from County of Monterey Animal Services. Animal Services staff provided an update at the May 14, 2024 Board of Supervisors meeting, where Supervisor Lopez agreed to close the referral and asked that staff come back on how funds were expended via a consent item in the future.	Pending
34	2024.02	2/27/2024	Church	COB		Ralph	Ceremonial Document Policy	To bring clarity and accountability to the current guidelines for requesting and promulgating Ceremonial Documents from the County of Monterey Board of Supervisors, the Chair of the Board of Supervisors, and from individual Supervisorial offices, the following policy is suggested. A preliminary response was presented to the Board on March 19, 2024.	Pending

Item #	Brd Rfl #	Assignment Date	Referred By	Lead Dept.	Sub-Depts.	Project Lead	Item	Report	Status
35	2024.03	3/12/2024	Lopez	CAO		Vaughn	Wine Improvement District	This referral requests examination of sales or transactions and use tax records for the purpose of forming a wine improvement district in Monterey County. A preliminary response was presented to the Board on April 23, 2024. Staff anticipates a further response to the Board in August 2024.	Pending
36	2024.04	3/23/2024	Church	CAO/PWFP		Paolinelli/Ishii	Maintenance of Little Bear Creek: Permits	This referral requests a study of permit processes for cleaning and long-term maintenance of Little Bear Creek. A preliminary response will be presented to the Board on April 16, 2024.	Pending
37	2024.05	5/14/2024	Church	PWFP		Ishii	Speed Hump Fee Waivers for Low-Income Neighborhoods	This referral requests that the Board implement a policy that will waive the fees for speed hump installment in low-income neighborhoods to create safer roads. A preliminary response will be presented to the Board on June 8, 2024.	Pending
38	2024.06	5/13/2024	Alejo	CAO		Vega	COVID Memorial District 1 Office Budget Unspent Funds	This referral request to allow my 2023-24 District 1 Office budget unspent funds to be able to contribute to the planned COVID Memorial Fund. A preliminary response will be presented to the Board on June 8, 2024. Referral deemed closed by referring supervisor on June 12, 2024.	Completed
39	2024.07	5/14/2024	Alejo	HCD		Spencer	County Tenant Relocation Assistance Ordinance Update	This referral request to update the current County Relocation Assistance Ordinance 18.15.050 – “Tenant relocation provisions for rental housing” to allow an option by the County of Monterey to require landlords/property owners, who violate the county housing ordinance, to pay owed tenant relocation assistance upfront into a county account so that tenants can claim the owed rent later, without having to interact with the landlord/property owner and to better track payments made to housing victims and ensure timeliness. A preliminary response will be presented to the Board on June 8, 2024.	Pending
40	2024.08	6/11/2024	Alejo	CAO/Counsel		Wilson/Blich	Maintenance Contract for 168 West Alisal Street Government Center and Potential Worker Displacement	The purpose of this referral is to ensure that the current maintenance workers are able to keep their jobs and continue providing their valuable services at the 168 West Alisal Street Government Center. Referral deemed closed by referring supervisor on June 28, 2024.	Completed
								<i>Completed by Executive Assistant on July 2, 2024</i>	