



# Monterey County

**Item No.21**

## Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

Legistar File Number: PAR 21-017

December 07, 2021

**Introduced:** 11/23/2021

**Current Status:** Agenda Ready

**Version:** 1

**Matter Type:** Preliminary Analysis Report

Receive a preliminary analysis report in response to **Board Referral No. 2021.21** seeking to establish a budget unit and appropriations mechanism for the Big Sur Byway Organization (BSBO).

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Receive a preliminary analysis report in response to **Board Referral No. 2021.121**;
- b. Direct that staff proceed with completion of referral based on the referral response in this report; or
- c. Direct staff to:
  - i. Proceed with completion of referral based on modifications by the Board; or
  - ii. Return to Board with a more comprehensive analysis of referral and anticipated effort for completion; or,
  - iii. Rescind Referral
- d. Provide further direction, as appropriate.

### PRELIMINARY ANALYSIS:

#### **Referral Summary & Background:**

On October 19, 2021, the Board added Supervisor Adam's Referral No. 2021.20 to the County Board of Supervisors' referral matrix. The referral is seeking to establish a budget unit and appropriations mechanism for the Big Sur Byway Organization (BSBO), a Board established body, as needed for fiscal management of the BSBO. The referral also requests the Board of Supervisors' consideration allocating seed funds in the amount of \$10,000 to further support establishment of the organization, to contract for assistance from the RCDMC for administrative support, and to enter into a letter of agreement the NTC to cover efforts to obtain funding, when funding is awarded.

#### **Proposed Project Description:**

On April 30, 2019, the Board of Supervisors adopted resolution No. 19-127, establishing the Big Sur Byway Organization (BSBO). The purpose of the BSBO is to implement the Big Sur Coast Highway Management Plan to ensure the continued safe and efficient operation of the 75-mile segment of State Route 1 ("Highway 1") through Big Sur in a manner that preserves, protects, and restores the scenic, natural, and cultural character and qualities of the Highway 1 corridor.

Since the summer of 2020, the BSBO has held regularly scheduled quarterly meetings to implement the Management Plan and provide a public forum for public engagement. The Supervisorial District 5 Office has been providing administrative support to the BSBO to ensure compliance with the Brown Act, take minutes, and be a liaison to the County, among other things. The BSBO has also been

working with the National Travel Center (NTC), in their role with the National Scenic Byways organization, an organization that among other things helps local byway organizations to build capacity. NTC is assisting with obtaining funding to support the effort to develop and implement a collaborative management approach for the Big Sur Coast Highway and assist the BSBO to increase its capacity to manage the effort in the future. The first potential source of grant funds, in the amount of \$2,500, have been awarded from the Weston Call Fund for Big Sur.

Further, the Resource Conservation District (RCDMC) of Monterey County has indicated a willingness to provide administrative support currently being provided by the District 5 Office.

The District 5 Supervisor's Office has received guidance from County Counsel that the BSBO, as a Board established body, has no independent fiscal authority. This referral is to request that the Budget Office establish a new budget unit for the Big Sur Byway Organization to establish the required mechanism for appropriation of grants or other funds. The referral also requests that the Board of Supervisors consider allocating seed funds in the amount of \$10,000 to further support establishment of the organization, to contract for assistance from the RCDMC for administrative support, and to enter into a letter of agreement the NTC to cover efforts to obtain funding, when funding is awarded.

In response to the Referral, the Housing and Community Development Department (HCD) met with the Budget Office. Based upon these discussions it become evident that the Department did not need to establish a separate budget unit to manage the fiscal aspects of the BSBO. Instead, the Department would establish a program code to manage revenues and expenditures within the Department's existing Community Development Budget Unit 8543. This will allow the existing grant award and future funding to be received and allocated.

**Estimated Project Cost:**

The referral requests funding of \$10,000 to support the operations of the BSBO. However, HCD staff is not suggesting a budget augmentation now. Instead, HCD and the District 5 Office will provide staff resources in support of the BSBO. HCD will work with the Budget Office during the FY 22/23 budgetary process to identify funding for this program. If, in applying for grant funds, a grant match requirement is identified prior to next fiscal year, staff will make a request for such funding at a later date. HCD, the District 5 Office and the BSBO would also actively pursue other State and federal Funding sources (i.e., grants).

**Staffing Level Estimate:**

Staffing level estimates are undetermined at this time. Time impacts associated with this request may include staff time from HCD, PWFP, District 5 staff and County Counsel. Should additional funding be received or appropriated in the future, the County may contract with a third party, like RCDMC, to augment staffing.

**Departmental Challenges:**

HCD has the capacity to provide staff support related to the initial programming within its current budget. Future challenges will be based upon the recommendations and suggestions that come out of ongoing BSBO meetings.

**Proposed Response Date:** Should the Board direct that staff proceed with completion of referral based on the referral response in this report, the referral will be complete.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Staffing and budgetary support for the BSBO in its implementation of the Big Sur Coast Highway Management Plan would ensure the continued safe and efficient operation of the 75-mile segment of State Route 1 through Big Sur in a manner that preserves, protects, and restores the scenic, natural, and cultural character and qualities of the Highway corridor.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

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EVL

The following attachments are on file with the Clerk of the Board:

Attachment A - Board Referral 2021.21

Attachment B - Resolution No. 19-127, establishing the Big Sur Byway Organization (BSBO).