

**Monterey County Board of Supervisors
Referral Submittal Form**

Referral No. 2022.10
Assignment Date: 3/01/22
(Completed by CAO's Office)

SUBMITTAL - Completed by referring Board office and returned to CAO no later than noon on Thursday prior to Board meeting:

Date: 2/2/22	Submitted By: Supervisor Lopez	District #: 3
Referral Title: Request that the County Librarian bring forward, as part of our annual budget, a consideration or opportunity for the County to contribute to the new Library/Community Center in the City of Gonzales.		
Referral Purpose: The Monterey County Free Libraries has a long standing presence in the community of Gonzales. The City has begun the process, after a self taxed assessment initiative was successful, of designing and constructing a new community center that houses a Teen Innovation Center and Library, as well as future opportunities for community facilities. This referral seeks to have the County Librarian bring forward an opportunity during our annual budgeting process to invest in the facility that intends to house the County Library Branch for Gonzales in perpetuity.		
Brief Referral Description (attach additional sheet as required):		
Classification - Implication		Mode of Response
<input type="checkbox"/> Ministerial / Minor <input type="checkbox"/> Land Use Policy <input type="checkbox"/> Social Policy <input checked="" type="checkbox"/> Budget Policy <input checked="" type="checkbox"/> Other: <u>Tax Assessment Policy</u>		<input type="checkbox"/> Memo <input type="checkbox"/> Board Report <input checked="" type="checkbox"/> Presentation
		Requested Response Timeline
		<input type="checkbox"/> 2 weeks <input type="checkbox"/> 1 month <input type="checkbox"/> 6 weeks <input checked="" type="checkbox"/> Status reports until completed <input type="checkbox"/> Other: _____ <input type="checkbox"/> Specific Date: _____

ASSIGNMENT – Provided by CAO at Board Meeting. Copied to Board Offices and Department Head(s) Completed by CAO's Office:

Department(s): <u>Libraries</u>	Referral Lead: <u>Hillary Theyer</u>	Board Date: <u>3/01/22</u>
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REASSIGNMENT – Provided by CAO. Copied to Board Offices and Department Head(s). Completed by CAO's Office:

Department(s):	Referral Lead:	Date:
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ANALYSIS - Completed by Department and copied to Board Offices and CAO:

Department analysis of resources required/impact on existing department priorities to complete referral:	
Analysis Completed By:	Department's Recommended Response Timeline
_____	<input type="checkbox"/> By requested date <input type="checkbox"/> 2 weeks <input type="checkbox"/> 1 month <input type="checkbox"/> 6 weeks <input type="checkbox"/> 6 months <input type="checkbox"/> 1 year <input type="checkbox"/> Other/Specific Date: _____
Date: _____	

REFERRAL RESPONSE/COMPLETION - Provided by Department to Board Offices and CAO:

Referral Response Date:	Board Item No.:	Referrals List Deletion:
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Note: Please cc Karina Bokanovich, Rocio Quezada and Maegan Ruiz-Ignacio on all CAO correspondence relating to referrals.