

# Attachment A

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

Referral No. 2023.13  
Assignment Date: 07/11/2023

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

Date: July 3, 2023	Submitted By: Glenn Church	District #: 2
<b>Referral Title: Laurel Yard Master Plan</b>		
Referral Purpose: To have 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.		
Brief Referral Description: The Laurel Corporation Yard (Laurel Yard), located in Salinas, is part of a larger County-owned parcel that includes undeveloped land that is being analyzed for affordable/senior housing and recreational amenities (County/City Eden Housing Affordable Multifamily Rental Housing, Referral 2023-09 Salinas Regional Soccer Complex, Referral 2017.20 - Skate/Bike Park and Referral 2023.03 - Affordable Senior Housing). Current operations at Laurel Yard include Fleet, Public Works Maintenance, Facilities and Grounds Maintenance, Water Resources Maintenance, ITD Radio Shop and Probation Silver Star program. Adjacent development includes the Salinas Unified High School District Mission Trails ROP and City/County SHARE Center. To ensure compatible development and best utilize the limited undeveloped property at and around Laurel Yard, this referral seeks to have county staff analyze the current and proposed uses and engage in a master plan to determine if Laurel Yard should be relocated to an alternate site to best serve County services and operations.		
<b>Classification - Implication</b>		<b>Mode of Response</b>
<input type="checkbox"/> Ministerial / Minor <input checked="" type="checkbox"/> Land Use Policy <input type="checkbox"/> Social Policy <input type="checkbox"/> Budget Policy <input checked="" type="checkbox"/> Other: Facilities		<input type="checkbox"/> Memo <input checked="" type="checkbox"/> Board Report <input type="checkbox"/> Presentation <b>Requested Response Timeline</b> <input type="checkbox"/> 2 weeks <input type="checkbox"/> 1 month <input checked="" type="checkbox"/> 8 weeks <input 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>Public Works, Facilities, and Parks</u>	Referral Lead: <u>Randy Ishii</u>	Board Date: <u>07/11/2023</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:	Original 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: _____	<b>Department’s Recommended Response Timeline</b>
Date: _____	<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: _____

**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 Claudia Escalante and Karina Bokanovich on all CAO correspondence relating to referrals.