

# Attachment A

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

**Referral No. 2022.05**  
**Assignment Date: 2/08/22**  
(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: 1/28/22	Submitted By: Supervisors John Phillips	District #: 2
Referral Title: Parking Prohibition Enforcement		
Referral Purpose: Codify no parking policy on Madison Lane		
<p>Brief Referral Description: Roadside parking on Madison Lane has created a consistent and increasing public health and safety concern for the community and businesses of Boronda, particularly regarding traffic hazards caused by one lane traffic generated from parked vehicles. The purpose of this referral is to perform a traffic and engineering study so that we can put in place requisite signage to clarify and strengthen the ability for Monterey County Sheriff's Office peace officers to enforce Monterey County Code Section 12.28.010. The intent of the referral is to not permit roadside parking or stopping anytime on Madison Lane.</p>		
<b>Classification - Implication</b>		<b>Mode of Response</b>
<input type="checkbox"/> Ministerial / Minor <input type="checkbox"/> Land Use Policy <input type="checkbox"/> Social Policy <input type="checkbox"/> Budget Policy <input type="checkbox"/> Other: _____		<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 checked="" type="checkbox"/> 1 month <input type="checkbox"/> 6 weeks <input type="checkbox"/> Status reports until completed <input type="checkbox"/> Other: More time if needed <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):	Referral Lead: County Counsel	Board Date:
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**REASSIGNMENT – Provided by CAO. Copied to Board Offices and Department Head(s). Completed by CAO's Office:**

Department(s): Public Works, Facilities and Parks	Referral Lead: Randy Ishii	Date: 2/08/22
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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:** cc: Nick Chiulos and Ebbly Johnson on all CAO correspondence relating to referrals.