



COUNTY OF MENDOCINO

TRAVEL REQUEST

OUT OF COUNTY OUT OF STATE REGULAR CONFIRMING

A request is hereby made for authorization for official travel outside of the County of Mendocino as follows:

Personnel: Bernie Norvell Budget Unit/Org Code: 1010

Purpose and benefit of the meeting (be explicit):

2024 CSAC Annual Meeting
2024-2025 New Supervisor Institute

Meeting Place & Lodging:

Pasadena Convention Center and Conference Center
300 Green Street Pasadena, CA

Dates of Meeting: 11/18-11/22/2024

Travel Dates: 11/17-11/22/2024 Total Days: 5

Estimated Cost of Travel to the County:

Table with 2 columns: Mode of Travel (County Vehicle, Private Auto, Plane, Other) and Estimated Costs (Hotel, Meals, Registration Fees, Auto Expense, Other, TOTAL).

- Checkboxes for budgeting: This travel was specifically budgeted for and funds are available in the department's budget, This travel was not specifically budgeted for, but funds are available in the Travel line item, Account No. 2250, Management Training Funds will be used for this travel, No funds are available.

Darcie Antle
Department Head
9.23.24
Date

Advance Requested:
Executive Office
Date Received:
Approved:
Rejected:

- File original with the Executive Office at least twenty calendar days in advance of the departure date
If trip is of emergency nature, file confirming copy with the Executive Office after receiving verbal authorization as per County Policy No. 18 - Travel and Meals
Private auto expense is computed on a per mile basis. Check with the Auditor's Office for the current rate
Please use Travel Calculation Form to determine most cost effective means of travel and submit with the associated Travel Request

Meals	Breakfast	Lunch	Dinner
17-Nov			\$ 34.00
18-Nov	\$ 17.00	\$ 18.00	\$ 34.00
19-Nov	\$ 17.00	\$ 18.00	\$ 34.00
20-Nov	\$ 17.00	\$ 18.00	\$ 34.00
21-Nov	\$ 17.00	\$ 18.00	\$ 34.00
22-Nov	\$ 17.00	\$ 18.00	
Total	\$ 85.00	\$ 90.00	\$ 170.00
Grand Total	\$ 345.00		

Miles		
To Santa Rosa	111.1	\$ 74.44
From Santa Rosa	111.1	\$ 74.44
Total	\$ 148.88	



CSAC 2024 Annual Meeting Schedule

Thank you for your interest in CSAC's 2024 Annual Meeting, being held Sunday, November 17 – Friday, November 22, 2024, in Los Angeles County! The majority of events take place in the Pasadena Convention Center and Conference Center. This schedule is subject to change.

MONDAY, NOVEMBER 18, 2024

2024-2025 New Supervisors Institute

Women's Leadership Forum Reception

Preconference Activities ...coming soon

CSAC Mobile Tours (2-3) ...coming soon

TUESDAY, NOVEMBER 19, 2024

Annual Meeting Opening & Welcome

CA Clerk's Quiz

2024 CSAC Finance Corporation Innovation Summit

Policy Committee Agriculture, Environment and Natural Resources

Public Information Officers Workshop

Exhibit Hall Opening and Luncheon

Policy Committee Administration of Justice

Women's Leadership Forum Workshop

Coastal Counties Association Meeting

County Counsel's Association Meeting

Exhibit Hall Happy Hour

San Joaquin Valley Counties Meeting

New Supervisors Institute Reception

Board of Director's Reception/Dinner (invite only)

WEDNESDAY, NOVEMBER 20, 2024

CA Clerk's Quiz

Women's Leadership Forum Business Meeting

Corporate Partners Breakfast

CSAC Workshop

CA Association of County Executives (CACE) Meeting

CSAC Policy Committee Housing, Land Use and Transportation

CSAC Wednesday General Session

Legislative Coordinators Meeting

Exhibit Hall and Luncheon

California Counties Foundation Board Meeting

Latino Caucus of California Counties (LCCC) Meeting

CSAC Workshop

CSAC Urban Caucus Meeting

CSAC Suburban Caucus Meeting

CSAC Rural Caucus Meeting

Urban Counties of CA (UCC) Board Meeting

CACE Reception (invite only)

Los Angeles County Street Fair

THURSDAY, NOVEMBER 21, 2024

CSAC Fun Run

CA Clerk's Quiz

CSAC Awards Breakfast & General Session

CSAC Policy Committee Government, Finance & Administration

CSAC Policy Committee Health & Human Services

CSAC Luncheon/Election of Officers

County Supervisors Group Photo

CSAC Board of Directors Meeting

New Board and Key Partners Reception (invite only)

CSAC President's Reception

CSAC Annual Banquet & Entertainment and Installation of Officers

FRIDAY, NOVEMBER 22, 2024

CSAC Finance Corporation Board of Directors Meeting

AB 1234 Ethics Training

CCBSA Schedule ...coming soon

CEAC Schedule ...coming soon

SCHEDULE

CSAC Schedule

CEAC Schedule

CCBSA Schedule

Frequently Asked Questions (FAQ)

CSAC Annual Meeting Policies

Platinum Partners



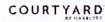
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PROTECTING WHAT'S BI

Connect with us

1100 K Street, Suite 101, Sacramento, CA 95814 – (916) 327-7500 - [Email](#) [Map](#)

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Courtyard Los Angeles Pasadena/Old Town

180 North Fair Oaks Avenue, Pasadena, California USA, 91103

Confirmation Room 1: 87316490

Your reservation is guaranteed to your Visa card.

Stay Details

STAY DATES

Sun, Nov 17, 2024 - Fri, Nov 22, 2024

TOTAL FOR STAY

1,107.49 USD

ROOM TYPE

Renovated King Guest Room, Guest room, 1 King, Sofa bed

ROOMS

1

ADULTS

1

ROOM PREFERENCES

No room preferences were selected.

RATE

CSAC CONFERENCE

Summary of Charges

1 room for 5 night(s)

Sunday, Nov 17, 2024	189.00 USD
Monday, Nov 18, 2024	189.00 USD
Tuesday, Nov 19, 2024	189.00 USD
Wednesday, Nov 20, 2024	189.00 USD
Thursday, Nov 21, 2024	189.00 USD

Total Cash Rate	945.00 USD
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Estimated Government Taxes and Fees	160.65 USD
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Convention / Tourism Fee	1.84 USD
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Total for Stay	1,107.49 USD
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INVOICE

PAID

1100 K Street, Suite 101
Sacramento, CA 95814
(916) 327-7500

Invoice Number: 22802

Bill To: Executive Office
Mendocino County
501 Low Gap Rd
Ste 1010
Ukiah, CA 95482

Ship To: Madeline Cline
Supervisor-Elect
Mendocino County
501 Low Gap Road
Rm 1010
Ukiah, CA 95482

Table with 6 columns: Account No., Purchase Order No., Order Date, Order Number, Terms, Invoice Date. Row 1: 121004, , 9/18/2024, 44856.00, Net 30, 9/18/2024

Table with 4 columns: Qty, Description, Unit Price, Extended Price. Includes line items for CSAC 2024 Annual Meeting and various registration/reception events.

Summary table with 6 columns: Line Item Total, Other, Tax, Subtotal, Amount Received, Amount Due. Row 1: 725.00, , , 725.00, 725.00, 0.00



INVOICE

PAID

1100 K Street, Suite 101
 Sacramento, CA 95814
 (916) 327-7500

Make checks payable to CSAC

Invoice Number: 22812

Bill To: Executive Office
 Mendocino County
 501 Low Gap Rd
 Ste 1010
 Ukiah, CA 95482

Ship To: Bernie Novell
 Supervisor-Elect
 Mendocino County
 501 Low Gap Rd Rm 1010
 Ukiah, CA 95482

Account No.	Purchase Order No.	Order Date	Order Number	Terms	Invoice Date
121004		9/18/2024	44867.00	Net 30	9/18/2024

Qty	Description	Unit Price	Extended Price
	CSAC 2024 Annual Meeting 11/18/2024 9:00:00 AM - 11/22/2024 12:00:00 PM Pasadena, CA, United States		
1	CSAC Full Registration	725.00	725.00
1	General Session - Annual Meeting Opening & Welcome		
1	Exhibit Hall Opening & Reception		
1	Exhibit Hall Showing & Luncheon		
1	CSAC Awards Breakfast		
1	CSAC Luncheon & Election of Officers		
1	CSAC President's Reception & Annual Banquet		

Line Item Total	Other	Tax	Subtotal	Amount Received	Amount Due
725.00			725.00	725.00	0.00

Confirmation Code:
WYTODD



Travelers

Name: Bernard Norvell
E-Ticket: 0272383257959
MP#: Not available
Seats: STS-BUR Seat will be assigned
BUR-STS Seat will be assigned

Name: Madeline Cline
E-Ticket: 0272383257960
MP#: Alaska Airlines 357339916
Seats: STS-BUR Seat will be assigned
BUR-STS Seat will be assigned

Flight	Departs	Arrives
Alaska 3403		
Saver (X) Nonstop	Santa Rosa/Sonoma County (STS) Sun, Nov 17 4:47 pm	Burbank (BUR) Sun, Nov 17 6:06 pm
Distance: 387 mi Duration: 1h 19m Operated by SkyWest Airlines as AlaskaSkyWest Check in with Alaska Airlines		
Alaska 3401		
Saver (X) Nonstop	Burbank (BUR) Fri, Nov 22 10:42 am	Santa Rosa/Sonoma County (STS) Fri, Nov 22 12:11 pm
Distance: 387 mi Duration: 1h 29m Operated by SkyWest Airlines as AlaskaSkyWest Check in with Alaska Airlines		

Flight Total for 2 passengers: \$432.42

The VISA ending with *****8460 has been charged a total of USD \$432.42.

Total per passenger	\$216.21
Airfare	\$173.03
Taxes, fees, and charges	\$43.18
United States Flight Segment Tax	
Domestic	\$10.00
US psgr. facility charge	\$9.00
US Sept. 11 security fee	\$11.20
US transportation tax	\$12.98

Each ticket will be a separate charge on your credit card statement.
For additional assistance with your reservation, call us at 1-800-252-7522 for assistance.

