



COUNTY OF MENDOCINO

TRAVEL REQUEST

OUT OF COUNTY (checked) OUT OF STATE REGULAR CONFIRMING

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

Personnel: Madeline Cline 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:

Mode of Travel: County Vehicle (checked), Private Auto, Plane (checked), Other (train, bus, etc...)
Hotel: \$ 1,107.49
Meals: \$ 345.00
Registration Fees: \$ 725.00
Auto Expense: \$ 84.56
Other: \$ 216.21
TOTAL: \$ 2,478.26

- 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
<b>Grand Total</b>	<b>\$ 345.00</b>		

Miles		
To Santa Rosa	63.1	\$ 42.28
From Santa Rosa	63.1	\$ 42.28
<b>Total</b>		<b>\$ 84.56</b>





# 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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Confirmation Code:  
WYTODD



Travelers

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

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





## Courtyard Los Angeles Pasadena/Old Town

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

Confirmation Room 1: 87323430

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

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Total Cash Rate	945.00 USD
Estimated Government Taxes and Fees	160.65 USD
Convention / Tourism Fee	1.84 USD

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**Total for Stay** **1,107.49 USD**





**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

Account No.	Purchase Order No.	Order Date	Order Number	Terms	Invoice Date
121004		9/18/2024	44856.00	Net 30	9/18/2024

Qty	Description	Unit Price	Extended Price
	<b>CSAC 2024 Annual Meeting</b> 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	Women's Leadership Forum Reception		
1	General Session - Annual Meeting Opening & Welcome		
1	Exhibit Hall Opening & Reception		
1	Exhibit Hall Opening & Reception Guest		
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





INVOICE

PAID

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

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

Table with 6 columns: Account No., Purchase Order No., Order Date, Order Number, Terms, Invoice Date. Row 1: 121004, , 9/18/2024, 44867.00, 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 sessions.

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



# Order Confirmation

## California State Association of Counties

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

**Order Number** 44856  
**Order Date** 9/18/2024  
**Bill To** Executive Office  
**Payment Method** Visa \*\*\*\*\*8450  
**Name on Card** Darcie Antle  
**Ship To** Executive Office  
501 Low Gap Rd  
Ste 1010  
Ukiah, CA 95482

Item	Quantity	Price	Total
CSAC 2024 Annual Meeting - Madeline Cline <b>When:</b> 11/18/2024 9:00 AM - 11/22/2024 12:00 PM <b>Where:</b> Pasadena Convention Center and Conference Center 300 Green Street Pasadena, CA 91101 United States <b>Registration Option:</b> CSAC Full Registration <b>Program Items:</b> <ul style="list-style-type: none"><li>• Women's Leadership Forum Reception</li><li>• General Session - Annual Meeting Opening &amp; Welcome</li><li>• Exhibit Hall Opening &amp; Reception</li><li>• Exhibit Hall Opening &amp; Reception Guest</li><li>• Exhibit Hall Showing &amp; Luncheon</li><li>• CSAC Awards Breakfast</li><li>• CSAC Luncheon &amp; Election of Officers</li><li>• CSAC President's Reception &amp; Annual Banquet</li></ul>	1	725.00	725.00
			11/18/2024
			11/18/2024 5:00 PM
			11/19/2024 1:00 PM
			11/19/2024 2:15 PM
			11/19/2024 2:15 PM
			11/20/2024 11:30 AM
			11/21/2024 8:00 AM
			11/21/2024 12:00 PM
			11/21/2024 6:30 PM
		<b>Item Total</b>	725.00
		<b>TRANSACTION GRAND TOTAL</b>	<b>725.00</b>
		<b>Payment Amount</b>	725.00

A confirmation is being sent to: madeline.cline10@gmail.com

Send another copy to

Send