



**Sierra County  
Employee Reimbursement and Travel Expense Form**

Employee Name: Lee Adams

Title: Supervisor - District One

Mailing Address: PO Box 1  
Downieville, CA 95936

Department: Board of Supervisors

**Employee Reimbursement of Department Expenses Paid  
from Personal Funds or Credit Card**

Description      Orgkey      Account      Amount

RECEIVED  
OCT 12 2018  
SIERRA COUNTY

<b>Total Non-Travel Reimbursement</b>	-
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**SIGNATURES**

Employee: LEE ADAMS

Department Approval for Expenses \_\_\_\_\_

Dept. Manager \_\_\_\_\_  
Date: \_\_\_\_\_

For Accounting Purposes Only

TRAVEL ADVANCE/REIMBURSEMENT							
EVENT INFORMATION							
<b>Event Title:</b>		CSAC Executive Committee Retreat					
<b>Location:</b>		Intercontinental Hotel, 750 Cannery Row, Monterey, CA ✓					
<b>Departure Date/Time:</b>		10/3/2018 11am	<b>Return Date/Time:</b>		10/5/2018 6pm		
Description	Dates		Number Needed	x	Amount	Total	A R
	From	To					
<b>Registration 5501</b>				x		0.00	
Special Instructions: No registration fees, all meals & hotel costs paid by CSAC. Only mileage Costs to be paid by board member counties.							
<b>Travel 5502</b>							
Parking Fees				x	1.00	0.00	
Car Rental				x		0.00	
Bridge Tolls				x		0.00	
Air Fare				x		0.00	
Other				x		0.00	
<b>Total Travel</b>						<b>0.00</b>	
Special Instructions:							
<b>Per Diem 5503</b>							
Breakfast (before 7am)			0	x	13.00	0.00	
Lunch			0	x	15.00	0.00	
Dinner (after 7pm)			0	x	26.00	0.00	
<b>Total Per Diem</b>						<b>0.00</b>	
<b>Mileage 5504</b>	10/3/2018	10/5/2018	574 ✓	x	0.545	<b>312.83</b> ✓	
<b>Lodging 5505</b>				x	1.00	0.00	
Hotel/Motel Name		Intercontinental Hotel, Monterey, CA					
Special Instructions:		Hotel costs paid directly by CSAC.					
<b>Misc. Travel Expense</b>							
<b>Object Code:</b>				x		0.00	
Explanation: CONFERENCE 5506							
<b>Total Travel Expense</b>	<b>Orgkey</b>					<b>312</b>	

# CALIFORNIA STATE ASSOCIATION OF COUNTIES

## EXECUTIVE COMMITTEE RETREAT

October 3 – 5, 2018

InterContinental the Clement, Monterey CA

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### AGENDA

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Presiding: Leticia Perez, President

#### Wednesday, October 3

6:00 PM **OPENING**

- Welcome & Intros
- Meeting Agenda Review
- Organizational Priorities Discussion
  - *Graham Knaus | Executive Director*

#### Thursday, October 4

8:30 AM Breakfast Buffet

9:00 AM **SPECIAL SESSION**

1. CSAC Finance Corporation Program Update / Revenue Strategy Page 1
  - *Supervisor Leonard Moty | President, CSAC FC*
  - *Alan Fernandes | Chief Executive Officer, CSAC FC*

10:00 AM **BREAK**

10:15 AM **PROCEDURAL ITEMS**

2. Roll Call Page 3
3. Approval of Minutes from August 2 & August 22, 2018 Page 4

#### **ACTION ITEMS**

4. Consideration of Distinguished Service Award Recipients Page 11
  - *Graham Knaus | Executive Director*
5. Consideration of Circle of Service Award Nominees Page 18
  - *Graham Knaus | Executive Director*

11:45 AM **BREAK FOR LUNCH**

12:30 PM **INFORMATION ITEMS**

6. Review of 2017 – 2018 Audited Financial Statements (CSAC Budget / Audit)
  - *Supervisor Ed Valenzuela | CSAC Treasurer*
  - *Manuel Rivas, Jr. | Deputy Executive Director, Operations & Member Services*

7. CSAC 2018 Legislative Achievements Report Page 27
  - *Darby Kernan | Deputy Executive Director, Legislative Services*

8. CSAC 2018 Operations & Member Services Operations Achievements Report Page 42
  - *Manuel Rivas, Jr. | Deputy Executive Director, Operations & Member Services*

- 1:30 PM
9. Creative Economy Presentation
    - *Supervisor Mark Ridley-Thomas | Los Angeles County*

1:45 PM **SPECIAL PRESENTATION**

10. Strategic Plan Page 47
  - *Graham Knaus | Executive Director*

3:00 PM **ADJOURN FOR THE DAY**

#### Friday, October 5

9:00 AM Breakfast Buffet

9:30 AM **CLOSED SESSION**

11. Executive Director Performance Evaluation

11:30 AM **ADJOURN**

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← Downieville, California 95936  
 Monterey, California

4 hr 42 min  
 4 days  
 1 day

4 h 42 min (287 miles)

Via I-680 S

Steps >> PREVIEW

**Downieville**  
California 95936

- > Follow CA-49 N, Marysville Rd and State Hwy 20 W to CA-70 S/E St in Marysville  
64.7 mi
- > Continue on CA-70 S. Take I-80 W, I-680 S and US-101 S to Del Monte Ave in Monterey. Take exit 402B from CA-1 S  
221 mi
- > Follow Del Monte Ave to Calle Principal  
1.8 mi

**Monterey**  
California

These directions are for planning purposes only. You may find that construction projects, traffic

