



## Legislation Text

File #: 22-796, Version: 1

### Memorandum

Date: August 9, 2022

To: The Honorable Lake County Board of Supervisors

From: Mireya G. Turner, Deputy Director, Community Development Department

Subject: Approve Late Travel Claims for Community Development in the amount of \$211.89.

Executive Summary: On January 3, 2022, Code Enforcement Program Supervisor Michael Herringshaw attended the PC 832 Arrest and Citation training in Sacramento, CA. On March 3, 2022, Assistant Planner Trish Turner attended the Introduction to Planning seminar, led by University of California (UC) Davis, also in Sacramento. Due to a temporary vacancy in staff, the requests for reimbursement for travel expenses were not processed in a timely manner. Additionally, they were inadvertently omitted from the Late Travel Claim item on the Board of Supervisors' meeting on June 21, 2022. The department requests approval of the reimbursement presented.

**If not budgeted, fill in the blanks below only:**

Estimated Cost: \_\_\_\_\_ Amount Budgeted: \_\_\_\_\_ Additional Requested: \_\_\_\_\_ Future Annual Cost: \_\_\_\_\_

**Consistency with Vision 2028** (check all that apply):

☐ Not applicable

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Well-being of Residents | <input type="checkbox"/> Public Safety               | <input type="checkbox"/> Disaster Prevention, Preparedness, Recovery |
| <input type="checkbox"/> Economic Development    | <input type="checkbox"/> Infrastructure              | <input type="checkbox"/> County Workforce                            |
| <input type="checkbox"/> Community Collaboration | <input type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake                                  |

**Recommended Action: Approve Late Travel Claim in the amount of \$211.89 for the Community Development Department.**