



---

# MEMORANDUM

---

Date: July 9, 2024

To: Melissa Manriquez  
Clerk of the Board of Supervisors

From:   
County Administrator

Re: Agenda Item Request for the August 13, 2024 Board of Supervisors Meeting

Please place an item on the August 13, 2024 Board of Supervisors Meeting Agenda entitled:

Presentation by the Planning Design and Construction Director.

JKL/mp

c: Carmine DeBonis, Jr., Deputy County Administrator  
Francisco García, MD, MPH, Deputy County Administrator  
Steve Holmes, Deputy County Administrator