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# MEMORANDUM

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Date: May 22, 2024

To: Melissa Manriquez  
Clerk of the Board of Supervisors

From: Jan Leshner   
County Administrator

Re: **Agenda Item Request for the June 4, 2024 Board of Supervisor Meeting**

Please place an Agenda Item on the June 4, 2024 Board of Supervisors Meeting titled:

Discussion, Direction & Action:

- Extreme Heat

JKL/mp

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

MAY 22 24 PM 04:13 PC CLK OF BD  
JKL