

# County of Santa Clara

## Office of the County Executive



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CE02 011309

Reviewed by: Leslie Crowell  
County Budget Director

DATE: January 13, 2009

TO: Board of Supervisors

FROM:

A handwritten signature in black ink, appearing to read "Gary Graves".

Gary A. Graves  
Acting County Executive

SUBJECT: Status Report: Board Referral Items

### **RECOMMENDED ACTION**

Accept monthly status report on items referred to Administration for action or report back.

### **FISCAL IMPLICATIONS**

Not applicable.

### **BACKGROUND**

The attached matrix has been devised to reflect key information in a summary form so Board members can determine the status of a requested item quickly from month to month. The attached matrix includes the following information:

1. Date of Referral.
2. Meeting the Referral was Issued.
3. Agenda Item at the Time of Referral.
4. Board Member Referring the Item.

5. Department Developing the Response to the Referral.
6. Number Assigned to the Referral Item.
7. A Brief Description of the Referral Item.
8. The Status of the Referral Item.

## **ATTACHMENTS**

- Board Referral Matrix (01/13/2009)