# **AGENDA WORKSHEET**

***Submit completed worksheet to:***

*Siskiyou County Clerk, 510 N Main St, Yreka, CA 96097*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** |  | **Meeting Date:** | **1/4/22** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Mary Ann Hall, District Attorney** | **Phone:** | **842-8131** |
| **Address:** |  |
| **Person Appearing/Title:** |  |
| **Subject/Summary of Issue:** |
| Contract between Coleman Reporters and the County of Siskiyou for criminal grand jury court reporting and transcription services for the term of July 1, 2021, through June 30, 2024, with compensation at Rate .01. |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | Rate .01 |  |  |  |  |
| Fund:  | 1001 |  | Description: | General Fund | Org.: | 201095 | Description: | CAO |
| Account: | 723000 |  | Description: | Prof Services |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| Approve contract between Coleman Reporters and the County of Siskiyou for criminal grand jury court reporting and transcription services for the term of July 1, 2021, through June 30, 2024, with compensation at Rate .01. |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |
| *Certified Minute Order(s)* |       | *Quantity:* |       |
| Auditor |       |
|  |  |
| Personnel |       | *Other:* |       |
| CAO |       |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 12:00 p.m. on the Wednesday prior to the Board Meeting.*** Revised 1/15/15