***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097*

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** | **5 Min** | **Meeting Date:** | **09/06/2022** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Laura Bynum, County Clerk** | **Phone:** | **530-842-8084** |
| **Address:** | **311 Fourth St., Rm. 201, Yreka, CA 96097** |
| **Person Appearing/Title:** | **Laura Bynum, County Clerk** |
| **Subject/Summary of Issue:** |
| Municode (Municipal Code Corporation), provides codification services to Siskiyou County and was acquired by CivicPlus, LLC as of August 24, 2021. The existing agreement remains in effect and is being assumed by CivicPlus, LLC by way of the attached Assignment of Contract.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | $57,800.00 |  |  |  |  |
| Fund:  | 1001 |  | Description: | General Fund | Org.: | 201080 | Description: | Clerk |
| Account: | 723000 |  | Description: | Prof & Specialized |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [x]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: | Obligations under Municipal Code Corporation were approved by the Board on |
| August 4, 2020. (see page 1 of existing Contract Extension to Agreement of November 1, 2010) |
| **Recommended Motion:** |
| Approve Assignment of Contract between Municipal Code Corporation and CivicPlus, LLC and authorize the Chair to sign. |
| **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 10:00 a.m. on the Monday the week prior to the Board Meeting.*** Revised 8/09/2021