***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** |  |  | **Time Requested:** |  | **Meeting Date:** | **January 2, 2024** |
| ***OR*** |
| **Consent** | **X** |  |
| **Contact Person/Department:** | **Laura Bynum, County Clerk-ROV** | **Phone:** | **530-842-8084** |
| **Address:** | **311 Fourth Street, Room 201, Yreka, CA 96097** |
| **Person Appearing/Title:** |  |
| **Subject/Summary of Issue:** |
| Approve agreement with the California Secretary of State to provide reimbursement with Federal HAVA funds for polling place accessibility training, in an amount not to exceed $20,000, for the term January 1, 2024 through June 30,2025, and grant authority for the County Clerk to enter into the proposed contract, authorizing execution of the agreement and to submit the attached Contractor Certification Clause.  |
| **Financial Impact:** |
| **NO** |  | *Describe why no financial impact:*       |
| **YES** | X | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | NTE $20,000 |  |  |  |  |
| Fund:  | 1001 |  | Description: | General Fund | Org | 105010 | Description: | Elections |
| Account: | 542700 |  | Description: | Federal |  |
| Activity Code:  | 2012 |  | Description: | HAVA |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: |       |
|  |
| **Recommended Motion:** |
| Approve agreement with the California Secretary of State to provide reimbursement with Federal HAVA funds for polling place accessibility training, in an amount not to exceed $20,000, for the term January 1, 2024 through June 30,2025, and grant authority for the County Clerk to enter into the proposed contract, authorizing execution of the agreement and to submit the attached Contractor Certification Clause and authorize the Auditor5 to establish budget appropriations per grant guidelines.  |
| **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