***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[x]**  |  | **Time Requested:** | **5 minutes** | **Meeting Date:** | **January 16, 2024** |
| ***OR*** |
| **Consent** | **[ ]**  |  |
| **Contact Person/Department:** | **Natalie Reed, County Counsel** | **Phone:** | **842-8100** |
| **Address:** | **1312 Fairlane Road, Yreka, Ca.** |
| **Person Appearing/Title:** | **William Carroll/Assistant County Counsel or Natalie Reed/County Counsel** |
| **Subject/Summary of Issue:** |
| On December 5, 2023, the Board of Supervisors amended Chapter 14 of Title 10 and Chapter 5 of Title 1 of the Siskiyou County Code to remove administrative approval of property liens as one of the various mechansims that the County uses to collect unpaid administrative fines. Other mechanisms available for the County to use include referring the debt for collection and filing civil actions in Superior Court or Small Claims Court to recover the debt including, but not limited to, the remedies of money judgment or foreclosure. Consistent with this change, counsel is bringing forward a resolution for Board discussion, direction, and possible action that would rescind the Board's previous action authorizing use of administratively approved property liens, direct the Clerk and Community Development Director to file Notices of Rescission of Property Lien, and direct that the subject debts remain and are to continue to be collected through other mechanisms available at law.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:* Underlying debts would remain, but other mechansims would be used to collect them. |
| **YES** | [ ]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: |       |  |  |  |  |
| Fund:  |       |  | Description: |       | Org.: |       | Description: |       |
| Account: |       |  | Description: |       |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:*       |
|      |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| Move to approve resolution rescinding authorization to record property liens for unpaid administrative fines, directing the clerk and community development director to file notices of rescission of lien, and directing staff to continue to recover unpaid administrative fines through other mechansims available at law.  |
| **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