***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** |  | **Meeting Date:** | **6/18/24** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Courtney Greenley/Sheriff** | **Phone:** | **530-842-8326** |
| **Address:** | **305 Butte Street, Yreka CA 96097** |
| **Person Appearing/Title:** | **Jeremiah LaRue/Sheriff-Coroner** |
| **Subject/Summary of Issue:** |
| The Sheriff's Office has partnered with the County CFO and Auditor-Controller to establish a new discretionary account comprised of commissions received from our PropertyRoom.com agreement, for firearm auction services. These funds will support the small and large-scale needs of our Property & Evidence Department with an emphasis in meeting compliancy requirements of DOJ, and or, another governing agency.The associated restricted account will be as assigned: 460079 Approve the budget transfer included in this meeting to shift funds accordingly.Allow all future revenue from PropertyRoom.com to be deposited into the accounting below. |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | 99527.07 |  |  |  |  |
| Fund:  | 1003 |  | Description: | SHERIFF DISC | Org.: | 202279 | Description: | SO PR AUCT |
| Account: | 560100 |  | Description: | OTH SALES |  |
| Activity Code:  | 206 |  | Description: | PROP AUCTION |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: |  |
|       |
| **Recommended Motion:** |
| Ratify the creation of the new account. Approve the Sheriff to use such account provided by the Auditor for future deposits from PropertyRoom.com. Allow the Sheriff and Auditor to make any necessary adjustments to the original agreements signature page to reflect changes following this approval. |
| **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