***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** |  | **Meeting Date:** | **October 15, 2024** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Dr. Sarah Collard, HHSA** | **Phone:** | **841-4802** |
| **Address:** | **818 South Main Street Yreka, CA 96097** |
| **Person Appearing/Title:** | **Dr. Sarah Collard, Ph.D HHSA Director** |
| **Subject/Summary of Issue:** |
| Lease Agreement - Jefferson Resource Properties, LLC ("JRP")- This item is continued from the Board's October 1, 2024 meeting. Siskiyou County Health and Human Services Agency (HHSA), Social Services Division respectfully requests approval of the Lease Agreement with JRP for the term October 1, 2024, through September 30, 2029. The premises to be leased include the real property located at 746 and 750 South Main Street, Yreka, CA. As a point of public transparency, JRP is co-owned by Planning Commissioner Danielle Lindler. HHSA's dealings with Ms. Lindler have been entirely in her private capacity, and the Planning Commission has no authority over (or input on) the decision-making process for this contract at any stage. See FPPC Asuncion Advice Letter, No. A-14-06 and Williams Advice Letter, No. A-15-029 (advising that public official does not make a contract in an official capacity for purposes of Gov't Code section 1090 prohibitions when entering into a contract in a private capacity and with no input on the contract from their public role). |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | $783,791.50 |  |  |  |  |
| Fund:  | 2120 |  | Description: | Human Services | Org.: | 501010 | Description: | HS Admin |
| Account: | 7260000 |  | Description: | Rents & Leases |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| That the Honorable Board of Supervisors approve and the Chair sign the Lease Agreement between Siskiyou County HHSA Social Services Division and Jefferson Resource Properties, LLC. for the term October 1, 2024, through September 30, 2029.  |
| **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