***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** | **1 Min.** | **Meeting Date:** | **December 3, 2024** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Anna Hendricks, Management Analyst** | **Phone:** | **530-842-8003** |
| **Address:** | **1312 Fairlane, Yreka Ca** |
| **Person Appearing/Title:** | **Anna Hendricks, Management Analyst/Elizabeth Nielsen, Deputy CAO** |
| **Subject/Summary of Issue:** |
| Staff requests Board authorization to donate asset number 911839-5166, a 1991 Clark Mobile Cook Trailer, to the Siskiyou County Sheriff’s Posse to aid in their volunteer support of Sheriff’s Department activities. The trailer was purchased in 1991 and transferred by the Sheriff’s Department to County Surplus in 2017, as the Department no longer uses it. The Sheriff’s Department supports donating the surplus trailer to the Sheriff’s Posse.  |
| **Financial Impact:** |
| **NO** | [x]  | *Describe why no financial impact:*       |
| **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:** |
| Staff respectfully requests that the Board approve the donation of the Surplus Cook Trailer to the Siskiyou County Sheriff Posse and approve staff to complete all necessary documentation. |
| **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