***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **x** |  | **Time Requested:** | **3-5 min** | **Meeting Date:** | **January 7, 2025** |
| ***OR*** |
| **Consent** | **[ ]**  |  |
| **Contact Person/Department:** | **County Clerk** | **Phone:** | **530-842-8084** |
| **Address:** | **311 Fourth Street, Room 201, Yreka CA 96097** |
| **Person Appearing/Title:** | **Laura Bynum, County Clerk** |
| **Subject/Summary of Issue:** |
| Appointment of one member to the scheduled vacancy on the Happy Camp Community Services District, for a full term ending December 1, 2028. The District fell below a quorum when appointments in lieu of election were not made in October, 2024. One member is needed in order to establish a quorum for the District.A Notice of Vacancy was posted at the Siskiyou County Government Center, County Library branches and the County’s website and a Press Release was sent to the Redding Record Searchlight (for County newspapers), Yrekanews.com and the County’s Public Information Officer. In addition, the District was asked to post the Notice of Vacancy within the District.Members of the Happy Camp Community Services District shall be registered voters living within the district and members are required to file Form 700, Statement of Economic Interest. At the time the agenda worksheet was created, the Clerk’s Office had received letters of interest in serving on the District from previous Board members Kathy Toland, Tim Zink and Nicole Hokanson as well as Kaitlin Evans who is interested and eligible to serve as a registered voter, residing within the District. |
| **Financial Impact:** |
| **NO** | [ ]  | *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:** |
| Appoint one member to the scheduled vacancy on the Happy Camp Community Services District, for a full term ending December 1, 2028 to establish a quorum. |
| **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