***Submit completed worksheet to:***

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

# **AGENDA WORKSHEET**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** | **5 minutes** | **Meeting Date:** | **July 1, 2025** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Amanda Kimball, Facilities Management**  | **Phone:** | **530-842-8800** |
| **Address:** | **1312 Fairlane Road, Suite 4, Yreka, CA**  |
| **Person Appearing/Title:** | **Amanda Kimball, Director of Public Works** |
| **Subject/Summary of Issue:** |
| Notice of Completion for the Siskiyou County Community Development Building Fire Rehab project with Belfor USA Group, Inc.The project consisted of fire rehab,repairs, construction and cleaning at the Community Development building. Facilities Management is now requesting that the Notice of Completion be executed and filed with the Assessor-Recorder.  |
| **Financial Impact:** |
| **NO** | [x]  | *Describe why no financial impact:* Project Completed - Notice of Completion  |
| **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:** |
| Respectfully request the Board of Supervisors to accept the Notice of Completion for the Siskiyou County Community Development Fire Rehab project with Belfor USA Group, Inc., authorizing the Board Chair to sign and directing the Clerk of the Board to record the notice with the Assessor-Recorder within five days. |
| **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 12:00 p.m. on the Wednesday prior to the Board Meeting.*** Revised 1/15/15