***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** |  | **Meeting Date:** | **6-17-2025** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Natalie E. Reed, County Counsel`** | **Phone:** | **530-842-8100** |
| **Address:** | **1312 Fairlane Rd., Yreka, CA 96097** |
| **Person Appearing/Title:** | **Natalie E. Reed, County Counsel** |
| **Subject/Summary of Issue:** |
| The Community Development Department respectfully requests approval of a Professional Services Agreement with Serviam by Wright, LLP, to provide specialized legal services related to its code enforcement activities. The Professional Services Retention Agreement attached for the Board’s consideration is in the amount of $75,000.00 |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | $75,000 |  |  |  |  |
| Fund:  | 1001 |  | Description: | General Fund | Org.: | 207080 | Description: | Planning |
| Account: | 723000 |  | Description: | Prof & Spec |  |
| Activity Code:  | 143 |  | Description: | CodeEnforcemen |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| Approve the Professional Services Agreement with Serviam by Wright, LLP, in the amount of $75,000, and authorize the Board chair to execute same.  |
| **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