***Submit completed worksheet to:***

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

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** | **5 min**  | **Meeting Date:** | **August 5, 2025** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** |  **Dian Collier, AG** | **Phone:** | **841-4111**  |
| **Address:** |  **525 S Foothill Dr, Yreka, CA 96097** |
| **Person Appearing/Title:** | **Jim Smith, Agricultural Commissioner/Sealer**  |
| **Subject/Summary of Issue:** |
| On July 1, 2025 the Board of Supervisors approved and Supervisor Nancey Ogren, Chair of the Board, signed the Copier lease agreement with UBEO West, LLC for the Siskiyou County Department of Agriculture's Tulelake, California office. After the agreement was executed it was discovered by the leasing company that the attached State and Local Government addendum was incorrect and was not accepted by the financial leasing company. Therefore, the agreement was terminated and is now void. The agreement was resubmitted with the correct addendum for county government and completed the review process.Please approve the corrected rate lease agreement with UBEO West, LLC and Siskiyou County Department of Agriculture for the Tulelake Office copier.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:*       |
| **YES** | [x]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: | $.01 |  |  |  |  |
| Fund:  | 1001 |  | Description: | General Fund | Org.: | 206010 | Description: | AG |
| Account: | 725000 |  | Description: | Rents&Leases E |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [ ]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: | Financial impact to 717000 Maintenance of Equipment also |
|       |
| **Recommended Motion:** |
| Approve the lease agreement between UBEO West, LLC and Siskiyou County Department of Agriculture Tulelake office for the copy machine. Authorize Auditor to establish budget.  |
| **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