



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 9/1/2020

Agenda Placement: 6I

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: John Tuteur - Registrar of Voters
Elections
REPORT BY: John Tuteur, Assessor-Recorder-County Clerk - 253-4459
SUBJECT: Donation of Surplus County Property

RECOMMENDATION

County Executive Officer/Purchasing Agent and Assessor-Recorder-County Clerk ex officio Registrar of Voters request the following actions:

1. Declare one non-capitalized return ballot envelope manual bin sorting system as surplus and no longer required for public use; and
2. Authorize the donation of the bin sorting system to Butte County Election Division at no cost to the County.

EXECUTIVE SUMMARY

Pursuant to CA Government Code 25372 "the board of supervisors may donate . . . any real or personal property that the board declares to be surplus to any public agency . . ." The Election Division is converting from manual ballot return envelope sorting and signature checking to an automated system which has rendered our 192 bin sorting racks surplus to our needs. The sorting bin system is not a capital asset. Butte County Elections Division has requested the donation of these bins.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact? No
County Strategic Plan pillar addressed: Effective and Open Government

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

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County Executive Officer/Purchasing Agent and Assessor-Recorder-County Clerk ex officio Registrar of Voters requests Board to declare the equipment as surplus and approve the donation of this bin sorting system to Butte County. Butte will pick up the bins at no expense to the County.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Samuel Ross