

**Sierra County
Board of Supervisors'
Agenda Transmittal &
Record of Proceedings**

MEETING DATE: July 23, 2019	TYPE OF AGENDA ITEM: <input type="checkbox"/> Regular <input type="checkbox"/> Timed <input checked="" type="checkbox"/> Consent
DEPARTMENT: Auditor APPROVING PARTY: Van Maddox PHONE NUMBER: 530-289-3286	

AGENDA ITEM: Approval of resolution extending the date to file an inventory oath from July 10th of each year to July 31st of each year.

SUPPORTIVE DOCUMENTS ATTACHED: Memo Resolution Agreement Other

BACKGROUND INFORMATION:	
FUNDING SOURCE: GENERAL FUND IMPACT: No General Fund Impact OTHER FUND: AMOUNT: \$ N/A	
ARE ADDITIONAL PERSONNEL REQUIRED? <input type="checkbox"/> Yes, -- -- <input checked="" type="checkbox"/> No	IS THIS ITEM ALLOCATED IN THE BUDGET? <input type="checkbox"/> Yes <input type="checkbox"/> No IS A BUDGET TRANSFER REQUIRED? <input type="checkbox"/> Yes <input type="checkbox"/> No

SPACE BELOW FOR CLERK'S USE

BOARD ACTION: <input type="checkbox"/> Approved <input type="checkbox"/> Approved as amended <input type="checkbox"/> Adopted <input type="checkbox"/> Adopted as amended <input type="checkbox"/> Denied <input type="checkbox"/> Other <input type="checkbox"/> No Action Taken	<input type="checkbox"/> Set public hearing For: _____ <input type="checkbox"/> Direction to: _____ <input type="checkbox"/> Referred to: _____ <input type="checkbox"/> Continued to: _____ <input type="checkbox"/> Authorization given to: _____	Resolution 2019- _____ Agreement 2019- _____ Ordinance _____ Vote: Ayes: Noes: Abstain: Absent: <input type="checkbox"/> By Consensus
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COMMENTS:

CLERK TO THE BOARD _____ DATE _____

**BOARD OF SUPERVISORS, COUNTY OF SIERRA, STATE OF CALIFORNIA
RESOLUTION EXTENDING DATE TO FILE INVENTORY OATH**

RESOLUTION NO. 19-

WHEREAS, Government Code §24051 (a) requires each county officer, department, service, or institution of the county to file an inventory oath showing in detail the assets of the county in their possession or charge by June 10th each year; and

WHEREAS, departments with large amounts of inventory find it difficult to verify all the inventory in their possession or charge by the 10th of July, and

WHEREAS, government code §24051 (a) allows the Board of Supervisors to set a different date, and

WHEREAS, some departments requested the date to file the inventory oath be extended,

NOW THEREFORE BE IT RESOLVED, the Board of Supervisors set the date for filing the inventory oath required under government code §24051 (a) as July 31 of each year;

ADOPTED by the Board of Supervisors of the County of Sierra, State of California on the 23rd day of July 2019 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

COUNTY OF SIERRA

PAUL ROEN, CHAIRPERSON
BOARD OF SUPERVISORS

ATTEST:

APPROVED AS TO FORM:

HEATHER FOSTER
CLERK OF THE BOARD

COUNTY COUNSEL



Inventory Oath

Pursuant to Government Code §24051 I, _____ do swear that the attached list is the complete inventory of Sierra County assets assigned to me.

Signature, _____ July __, 20__.

Gov. Code §24051.

(a) On or before July 10th in each year, or at any other interval designated by the board of supervisors, each county officer or person in charge of any office, department, service, or institution of the county, and the executive head of each special district whose affairs and funds are under the supervision and control of the board of supervisors or for which the board is ex officio the governing body shall file with the county clerk, or with the county auditor, according to the procedure prescribed by the board, an inventory under oath, showing in detail all county property in his or her possession or in his or her charge at the close of business on the preceding June 30th.

(b) By ordinance the board of supervisors may prescribe an annual or any other period, provided that the period shall not be in excess of three years, for preparation of the inventory and a correspondingly different date for its filing, and may prescribe the manner and form in which the inventory shall be compiled. The inventories shall be kept of record by the county clerk or auditor for at least five years. Any inventory which has been on file for five years or more may be destroyed on order of the board of supervisors or may be destroyed at any time after the document has been reproduced in accordance with Section 26205.1.

(c) A true copy of the inventory shall be delivered by the person who made it to his or her successor in office, who shall receipt for it. The receipt shall be filed with the county clerk or county auditor.

(Amended by Stats. 2007, Ch. 343, Sec. 8.5. Effective January 1, 2008.)