

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING SECTION 1-35-1010 OF THE ORDINANCE  
CODE OF TULARE COUNTY, PERTAINING TO INVENTORY FILING.

THE BOARD OF SUPERVISORS OF THE COUNTY OF TULARE ORDAINS  
AS FOLLOWS:

**Section 1.** Section 1-35-1010 of Chapter 35 ("Inventories of County-Owned  
Property") of Part I ("Government and Administration") of the Tulare County Ordinance  
Code is amended to read as follows:

**§ 1-35-1010. INVENTORY FILING:**

Notwithstanding section 107.7 of the County Auditor-Controller's "Capital Assets  
Procedures Manual," beginning with the inventory for the 2019-20 fiscal year, the  
following procedures shall apply to Tulare County Agency and Department heads required  
to file annual inventories of county property in their possession pursuant to California  
Government Code Section 24051:

(a) Pursuant to the requirements of California Government Code Section 24051,  
each County Agency and Department head must file with the County Purchasing Agent  
(which term includes his or her designee) and the County Clerk-Recorder an inventory of  
all County property in their possession. This must be done annually.

(b) Each year between June 25th and July 10th preceding the month in which the  
inventories are to be certified, the Purchasing Agent will furnish each Agency and  
Department an inventory of capitalized equipment. The inventory of equipment costing  
less than \$10,000 must be furnished by the Agency or Department. Agencies and  
Departments are responsible for providing the Purchasing Agent with inventory corrections  
and revisions by no later than July 25th. Thereafter the Purchasing Agent shall make  
necessary corrections and revisions to the inventories and return them to the Agency and  
Department heads for final action. The complete inventory must be filed by no later than  
the 25th of August each fiscal year with the County Clerk-Recorder. A copy of the recorded  
affidavit must be provided to the Purchasing Agent by August 31st of each fiscal year.

(c) Each County Agency and Department will conduct a physical inventory of all  
equipment in its possession, noting any exceptions on the Purchasing Agent's capitalized  
equipment inventory or the Agency/Department's list of equipment costing less than  
\$10,000. An affidavit shall be signed under oath by the Agency or Department head in the

presence of either the Auditor-Controller/Treasurer-Tax Collector, the County Clerk-Recorder, any other County officer or sworn deputy as specified in California Government Code Section 24000, or before a Notary Public. The affidavit, the Purchasing Agent's capitalized equipment inventory, and the Agency/Department's list of equipment costing less than \$10,000, shall be returned to the Purchasing Agent and filed with the County Clerk-Recorder.

(d) The Purchasing Agent, in consultation with the Auditor-Controller/Treasurer-Tax Collector, is authorized to take such actions and provide such supplemental procedures and instructions as may be necessary or convenient to carry out these procedures.

**Section 2.** The foregoing ordinance shall take effect thirty (30) days from the date of the passage hereof, and prior to the expiration of fifteen (15) days from the passage hereof the full text shall be published once in the \_\_\_\_\_, a newspaper printed and published in the County of Tulare, State of California, together with the names of the members of the Board of Supervisors voting for and against the same.

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THE FOREGOING ORDINANCE was passed and adopted by the Board of  
Supervisors of the County of Tulare, State of California, on the \_\_\_\_\_ day of  
\_\_\_\_\_, 2025, at a regular meeting of said Board duly and regularly convened  
on said day by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

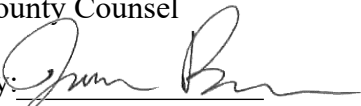
COUNTY OF TULARE

By: \_\_\_\_\_  
Chairman, Board of Supervisors

ATTEST: JASON T. BRITT  
County Administrative Officer/  
Clerk of the Board of Supervisors

By: \_\_\_\_\_  
Deputy Clerk

Approved as to Form:  
County Counsel

By:   
Deputy  
Matter # 2025

**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE AMENDING SECTION 1-03-1285 OF CHAPTER 3 OF PART I OF THE ORDINANCE CODE OF TULARE COUNTY, PERTAINING TO THE TULARE COUNTY PURCHASING AGENT.

THE BOARD OF SUPERVISORS OF THE COUNTY OF TULARE ORDAINS AS FOLLOWS:

**Section 1.** Section 1-03-1285 of Article 7 (“Purchasing Agent”) of Chapter 3 (“County Offices and Departments”) of Part 1 (“Government and Administration”) of the Tulare County Ordinance Code Pertaining to “Specific Duties” of the Purchasing Agent is amended to read as follows:

**§ 1-03-1285. SPECIFIC DUTIES:**

The Purchasing Agent shall perform the following duties:

(a) Negotiate for and purchase all supplies, materials, furnishings, equipment, livestock, and other personal property required by each and every department, officer, or employee of the County.

(b) Approve, without bidding, any contracts for public projects, as defined in Public Contract Code section 22002, which are not performed by employees of the County by force account, of no more than the maximum specified in Public Contract Code section 22032, as such statute may be amended from time to time (\$75,000 or less as of the date of amendment of this ordinance).

(c) Let informal contracts for public projects, as defined in Public Contract Code section 22002, which are greater than the maximum specified in subdivision (b) of this section, but not more than the maximum amount specified in Public Contract Code sections 22032 or 22034, or by the State Controller acting pursuant to Public Contract Code section 22020, as such statutes or directives may be amended from time to time (\$220,000 or less as of the date of amendment of this ordinance).

(d) When specifically authorized by law, purchase personal property for the Superintendent of Schools or any other public officer or agency.

(e) Rent for the County and its offices, furnishings, equipment, and livestock. However, County employees traveling outside the County on County business may enter into short-term rentals of automobiles.

(f) Negotiate and execute in the name of the County all lease-purchase agreements of personal property.

(g) Sell, lease, exchange, trade, or otherwise dispose of all personal property belonging to the County no longer needed for public use, in accordance with section 25503 et seq. of the Government Code.

(h) When specifically authorized by law, sell, lease, exchange, trade, or otherwise dispose of personal property no longer needed for public use belonging to the Superintendent of Schools or any other public officer or agency, in accordance with section 25503 et seq. of the Government Code.

(i) Make application for and receive all license plates necessary for County equipment, and receive and file all certificates of ownership of said equipment.

(j) Perform such other services as the Board of Supervisors may require from time to time by resolution.

**Section 2.** The foregoing ordinance shall take effect thirty (30) days from the date of the passage hereof, and prior to the expiration of fifteen (15) days from the passage hereof a summary shall be published once in a newspaper of general circulation in the County of Tulare, State of California, together with the names of the Board of Supervisors voting for and against the same.

THE FOREGOING ORDINANCE was passed and adopted by the Board of Supervisors of the County of Tulare, State of California, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at a regular meeting of said Board duly and regularly convened on said day by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

COUNTY OF TULARE

By: \_\_\_\_\_  
Chairman, Board of Supervisors

ATTEST: JASON T. BRITT  
County Administrative Officer/  
Clerk of the Board of Supervisors

By: \_\_\_\_\_  
Deputy Clerk

Approved as to Form:  
County Counsel

By \_\_\_\_\_  
Deputy  
Matter No. 2025779

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