



# Snohomish County Council

## Legislation Text

File #: 2022-0023, Version: 1

### Executive/Council Action Form (ECAF)

Motion 22-027, annual inventories of County owned personal and real property

**DEPARTMENT:** Department of Facilities and Fleet

**ORIGINATOR:** Al Garcia

**EXECUTIVE RECOMMENDATION:** Approve-Ken Klein 1/10/22

**PURPOSE:** Snohomish County Council’s acceptance of the annual end of year inventory report as mandated in accordance with Chapter 4.46. Snohomish County Code (SCC).

**BACKGROUND:** The Property Management Division of the Department of Facilities and Fleet is responsible for the preparation of annual inventories of personal and real property pursuant to Chapter 4.46 SCC. SCC 4.46.121, 4.46.125, and 4.46.161 are the individual code references that require this action. SCC 4.46.125 provides that the County Council shall approve the inventory of personal property for recording by the Property Management Division in accordance with RCW 36.32.210. SCC 4.46.125 and 4.46.161 requires the Property Management Division to submit the inventory to the County Council by February 15 of each year. Upon County Council approval of the motion Property Management will file the motion and the annual inventory with the Snohomish County Auditor’s office on the first Monday of March of each year in accordance with RCW 36.32.210 requirements. Deadline for the filing is March 7, 2022. A complete copy of the inventory is located at Facilities Management, Property Management Division for anyone that wishes to view the inventory while the original report is recorded with the Auditor’s office. If an individual requests to receive a complete copy of the inventory, the cost will be \$.25 per page. The inventory report is accessible through the Snohomish County Auditor’s website under the public records search.

**FISCAL IMPLICATIONS:**

EXPEND: FUND, AGY, ORG, ACTY, OBJ, AU	CURRENT YR	2ND YR	1ST 6 YRS
N/A			
<b>TOTAL</b>			

REVENUE: FUND, AGY, ORG, REV, SOURCE	CURRENT YR	2ND YR	1ST 6 YRS
N/A			
<b>TOTAL</b>			

**DEPARTMENT FISCAL IMPACT NOTES:** Click or tap here to enter text.

**CONTRACT INFORMATION:**

ORIGINAL \_\_\_\_\_ CONTRACT# \_\_\_\_\_ AMOUNT \_\_\_\_\_

AMENDMENT \_\_\_\_\_ CONTRACT# \_\_\_\_\_ AMOUNT \_\_\_\_\_

**Contract Period**

ORIGINAL            START \_\_\_\_\_ END \_\_\_\_\_  
AMENDMENT        START \_\_\_\_\_ END \_\_\_\_\_

**OTHER DEPARTMENTAL REVIEW/COMMENTS:** Approved-Finance, Nathan Kennedy 1/10/22