



Napa County

1195 THIRD STREET
SUITE 310
NAPA, CA 94559
www.countyofnapa.org

Main: (707) 253-4580

Legislation Text

File #: 22-892, Version: 1

TO: Board of Supervisors
FROM: Anthony Halstead- Director of Library Services and Community Outreach
REPORT BY: Michelle Carreon- Staff Services Analyst
SUBJECT: Removal of Capital Assets from Napa Main Library Inventory

RECOMMENDATION

County Executive Officer and Director of Library Services and Community Outreach request the following actions:

1. Declare certain items of capital asset property as surplus and no longer required for public use;
2. Authorize removal of the capital assets from the Napa Main Library capital asset inventory; and
3. Authorize e-waste disposal.

EXECUTIVE SUMMARY

The Napa County Library acquired a media box in 2016 to dispense DVD's, which was placed at the entrance of the library. The media box is no longer able to be serviced and is often non-operational. Approval of today's actions will remove fully depreciated, obsolete and unusable equipment from the Napa Main Library. Staff is requesting permission to remove this item from the capital asset list and disposed of through E-Waste recycling.

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

Pursuant to California Government Code, Article 7, section 25504, the County Purchasing Agent, which is the County Executive Officer in Napa County, may sell, lease, or dispose of any personal property belonging to the county that is not required for public use, subject to such regulations as may be provided by the Board of Supervisors.

Today's requested actions will authorize the removal of the Library media box Model 750G, a DVD dispenser (Asset ID# 27745) from the Napa Main Library capital asset inventory and allows it to be disposed of through proper E-Waste recycling. The capital asset item has become unusable and no longer supported by the Napa County Library.