

## RESOLUTION NO. 2023-217

### RESOLUTION OF THE BOARD OF SUPERVISORS OF SAN BERNARDINO COUNTY, STATE OF CALIFORNIA, DELEGATING AUTHORITY TO THE PURCHASING AGENT TO LEASE REAL PROPERTY FOR USE BY THE COUNTY FOR ELECTION PURPOSES

On Tuesday, December 19, 2023, on motion of Supervisor Hagman, duly seconded by Supervisor Cook and carried, the following resolution is adopted by the Board of Supervisors of San Bernardino County, State of California.

WHEREAS, the San Bernardino County Registrar of Voters will use its BallotMobile: Traveling Voter Education vehicle to provide voter education information to county residents, visiting 24 cities and towns across the county beginning January 5, 2024; and

WHEREAS, Government Code section 25350.51 allows the Board of Supervisors, by resolution, to delegate to the purchasing agent or other appropriate county official, subject to any rules and regulations as it may impose, to lease real property for the use by the County or to obtain use of real property for the County by license for a term not to exceed five (5) years and for a rental not to exceed ten thousand dollars (\$10,000) per month; and

WHEREAS, on November 7, 2000 (Item No. 54), the Board of Supervisors delegated in Resolution No. 2000-248 to the County Administrative Officer (now the Chief Executive Officer) the Board of Supervisor's authority to lease real property for use by the County or District of a term (including options) equal to or less than three (3) years, with a rental equal to or less than Two Thousand Five Hundred Dollars (\$2,500) per month and a premises of less than 5,000 square feet; and to amend County or District real property leases for improvement or alterations, or both, with a total cost not to exceed Two Thousand Five Hundred Dollars (\$2,500), provided that the amendment does not extend the term of the lease and that no more than two amendments, not to exceed Two Thousand Five Hundred Dollars (\$2,500) each, are made within a 12-month period; and

WHEREAS, the County, through the Registrar of Voters, requires the use of hundreds of facilities to use as polling locations, election supply depot sites, early vote sites, poll worker training locations, voter education outreach sites, and for other election purposes in order to conduct elections in compliance with California law; and

WHEREAS, the Board of Supervisors of San Bernardino County hereby finds and determines that not requiring the submittal of short-term leases or use permits for election purposes to the Board of Supervisors for approval would expedite the leasing/use permit process by at least several weeks. It is further determined that delegating to the Purchasing Agent, subject to the rules and regulations as are hereinafter imposed, the Board of Supervisor's authority to lease real property for use by the County for election purposes for a rental not to exceed Ten Thousand Dollars (\$10,000) per month and for a term not to exceed four years; and to allow certain limited amendments to any County lease, clearly within the legislative province, would promote lease procedure simplification.

NOW, THEREFORE, the Board of Supervisors of San Bernardino County hereby resolves and orders that this resolution be adopted according to Government Code section 25350.51 to delegate to the Purchasing Agent the Board of Supervisor's authority to lease or enter into a use permit for real property for use by the County for election purposes with a rental equal to or less than two thousand dollars (\$2,000) per month and for a term not to exceed four years. The Board further delegates to the Chief Executive Officer the authority to approve any lease or use permit for real property use that is over two thousand dollars (\$2,000) per month, but does not exceed ten thousand dollars (\$10,000) per month. Notice of Intention to consummate such a lease, use permit or amendment shall be posted in a public place for five (5) working days prior to consummation of the lease, use permit or

amendment. This authority is only granted for leases/use permits for the election purposes and this Resolution expires as of December 18, 2027.

PASSED AND ADOPTED by the Board of Supervisors of San Bernardino County, State of California, by the following vote:

AYES: SUPERVISORS: Col. Paul Cook (Ret.) Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

NOES: SUPERVISORS: None

ABSENT: SUPERVISORS: None

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STATE OF CALIFORNIA )  
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SAN BERNARDINO COUNTY ) ss.

I, **LYNNA MONELL**, Clerk of the Board of Supervisors of San Bernardino County, State of California, hereby certify the foregoing to be a full, true and correct copy of the record of the action taken by the Board of Supervisors, by vote of the members present, as the same appears in the Official Minutes of said Board at its meeting of Tuesday, December 19, 2023. #84 CCM

LYNNA MONELL  
Clerk of the Board of Supervisors

By \_\_\_\_\_  
Deputy