



Contra  
Costa  
County

To: Board of Supervisors  
From: Joseph E. Canciamilla, Clerk-Recorder  
Date: January 21, 2014

Subject: APPROPRIATIONS ADJUSTMENT FOR ELECTIONS FIXED ASSETS

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**RECOMMENDATION(S):**

APPROVE Appropriations Adjustment No. 5040 authorizing an internal transfer in the amount of \$20,000 from Services/Supplies to Fixed Assets to cover the one-time cost to upgrade the ballot sorter/scanner used in county elections.

**FISCAL IMPACT:**

There will be no fiscal impact to the General Fund. Allocations are being moved from Services and Supplies to cover the cost of this unexpected expenditure that is above the budgeted amount for fixed asset expenses. The department has recognized sufficient savings in other services and supplies accounts to cover the cost.

**BACKGROUND:**

The operating system of the large Pitney Bowes high-volume scanner and sorter has become obsolete and failed during the last election. This equipment is used to sort incoming vote-by-mail ballots into precinct order as it scans the voters' signatures for signature authorization. The department was able to perform these functions manually during the recent small elections. Upgrades to the operating hardware and software are required to be able to use the equipment for the upcoming gubernatorial elections.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/21/2014** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Mary N. Piepho, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 21, 2014

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Debi Cooper  
335-7899

cc:

**CONSEQUENCE OF NEGATIVE ACTION:**

Failure to upgrade the equipment will require the Elections Division to hand sort and scan vote-by-mail ballots. This could delay final election results and perhaps prevent the division from completing the canvass within statutory deadlines.

CHILDREN'S IMPACT STATEMENT:

None.

ATTACHMENTS

APOO 5040\_Clerk-Recorder TC27 Ballot Sorter