



**Contra
Costa
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: November 15, 2016

Subject: Appropriation Adjustment for replacement of one vehicle in EHSD

RECOMMENDATION(S):

APPROVE Appropriation and Revenue Adjustment No.5023 and AUTHORIZE the transfer of appropriations from Employment and Human Services Department (EHSD Admin), Fund 100300 and appropriate it to Fleet Internal Service Fund (ISF), Autos and Trucks (Fleet), Fund 150100 in the amount of \$31,187 for the purchase of one replacement vehicle (Ford E250 Asset #4596).

FISCAL IMPACT:

The replacement of one non-ISF vehicle will be funded 100% through EHSD Administration's budgeted funds (100% County). The replacement of a vehicle not in the ISF is initially funded with 100% county general funds. The vehicle is then placed in the ISF and usage charges (routine maintenance, mileage, fuel) are transferred from the ISF to EHSD. EHSD will claim these costs as general operating costs; they will be spread across all programs and funded with 45% federal, 45% state, and 10% county funds. Vehicles in the ISF in need of replacement are purchased with ISF funds.

BACKGROUND:

The Employment and Human Services Department (EHSD) Administration is retiring one

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **11/15/2016** ☒ 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: November 15, 2016

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

By: Stacey M. Boyd, Deputy

Contact: Erik Brown
925-313-1561

cc:

vehicle and needs to replace this vehicle. The vehicle being retired is in need of costly repairs that would exceed the value of the vehicle. The vehicle to be retired is a non-ISF vehicle. EHSD Admin will replace this vehicle with an ISF vehicle purchase through the Public Works Department. This board order authorizes the transfer of appropriations from EHSD to the appropriate Public Works account.

CONSEQUENCE OF NEGATIVE ACTION:

The Employment and Human Services Department would not be able to purchase the vehicle to replace the retired vehicle for the Information Technology Department (IT). The IT department's ability to maintain the technology needs of the county would be restricted.

CHILDREN'S IMPACT STATEMENT:

Not applicable.

ATTACHMENTS

TC24/27 No. 5023