



Contra
Costa
County

To: Board of Supervisors
From: Diana Becton, District Attorney
Date: July 9, 2019

Subject: Gift Cards for the Family Justice Center Community Fellows Back to School Drive

RECOMMENDATION(S):

RATIFY the District Attorney's Office's purchase of 267 Target gift cards in an amount of \$50 each for a total amount of \$13,350 and AUTHORIZE the use of 100 Target gift cards totaling 5,000 for the Family Justice Center Community Fellows Back to School Drive.

FISCAL IMPACT:

100% Asset Forfeiture. No matching funds are required.

BACKGROUND:

The District Attorney's Office purchased \$19,000 of Target gift cards in October 2016 for Gun Buy-Back Events. After events held on October 22, 2016 and November 22, 2016, \$13,350 in Target gift cards remains. Pursuant to the Contra Costa County Auditor-Controller's Report on Examination of Financial Records and Procedures dated June 8, 2018 and Administrative Bulletin 615, the District Attorney's Office is seeking ratification from the Board of Supervisors for the purchase of the Target gift cards. The Office is also requesting authorization to use 100 Target gift cards in a denomination of \$50 each for a total amount of \$5,000 for the Family Justice

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **07/09/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen, District II
Supervisor
Diane Burgis, District III
Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

ABSENT: John Gioia, District I
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: July 9, 2019

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

By: June McHuen, Deputy

Contact: Jason Chan, (925)
957-2234

cc:

BACKGROUND: (CONT'D)

Center Community Fellows Back to School Drive. This will benefit K-12 kids in our community and give them a great start to their next school year.

The remaining balance of gift cards will be safeguarded and tracked in accordance with Administrative Bulletin 615 until further authorization is provided for their use. The gift card may not be returned.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the District Attorney's Office will not be able to provide already purchased gift cards to local school children through the Family Justice Center Community Fellows.