



Contra  
Costa  
County

To: Board of Supervisors  
From: Deborah R. Cooper, Clerk-Recorder  
Date: June 16, 2020

Subject: Appropriation adjustment for purchase of a vehicle

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**RECOMMENDATION(S):**

APPROVE Appropriation and Revenue Adjustment No. 5075 and AUTHORIZE the transfer of appropriations in the amount of \$39,153 from the Clerk-Recorder Department, Elections Division to Internal Service Fund (ISF) Fleet Services for the purchase of one (1) vehicle.

**FISCAL IMPACT:**

This action increases appropriations for fiscal year 2019-20 in ISF Fleet Services and reduces appropriations in Elections Services (Org. 2353) by \$39,152.74.

**BACKGROUND:**

The vehicle that is assigned to the Clerk-Recorder Department for the last 20 years recently failed and is unrepairable. The department requires a vehicle for Election Services and Clerk-Recorder functions on an ongoing basis. This request is for a Cargo Van for these purposes.

**CONSEQUENCE OF NEGATIVE ACTION:**

The department will not be able to meet our needs for picking up and delivering ballots

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD  
COMMITTEE

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Action of Board On: **06/16/2020** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II  
Supervisor  
Diane Burgis, 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: June 16, 2020

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

Contact: Scott Konpasek 925-335-7808,  
Debi Cooper 925-335-7899

By: Stacey M. Boyd, Deputy

cc:

during election time, for Clerk-Recorder Outreach services such as Records Within Reach, Destination Weddings, Operation Documentation, and other drayage requirements. This will have a negative impact on department

CONSEQUENCE OF NEGATIVE ACTION: (CONT'D)

operations, particularly when we must retrieve ballots from 30 different locations throughout the County, as well as a detriment to our community outreach programs.

ATTACHMENTS

APOO 5075: CCR Van Replacement