

# RESOLUTION ROUTING SHEET

Date Prepared: 11/30/24

Need Date: 12/14/23

**PROCESSING DEPARTMENT:**

Department: Department of Transportation

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Department Head Signature: Rafael Martinez Digitally signed by Rafael Martinez  
Date: 2023.12.01 10:57:51 -08'00'

Requesting Department: Dept of Transportation Org Code: 3600010

Service Requested: Resolution Review

Description:  
Review D-4 Board Policy. Changes only include: 1) Department Heads authorizing a designee for approval of temporary vehicle retention and 2) increasing allowable retention from one (1) week to two (2) weeks.

**COUNTY COUNSEL:**

Approved:  Disapproved:  Date: 12/12/2023

County Counsel Signature: Daniel Vandekoolwyk Digitally signed by Daniel Vandekoolwyk  
Date: 2023.12.12 09:08:29 -08'00'

County Counsel Comments:

HR APPROVAL: N/A (Resolution)

RISK MANAGEMENT: N/A (Resolution)