
RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes ___ No ___)

Approve expending existing budgeted funds from Capital Contingencies to acquire a personal computer for the new Assistant Planner as a replacement for an outmoded computer.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Last year, the Board of Supervisors denied a request of the County Administrative Officer to use this fund for a replacement computer on the grounds that a computer replacement policy had not been adopted by the Board. The Board approved the acquisition of the replacement computer from General Fund Contingencies.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Fund the computer from General Fund contingencies. Failure to act leaves the new planner unable to fully utilize skills for which she was hired because her office equipment is not capable of running the necessary software.

COSTS:

| A. Budgeted current F/Y | ( ) Not Applicable |
| B. Total anticipated costs | $18,800 |
| C. Required additional funding | $ |
| D. Internal transfers | $ |

SOURCE:

| A. Unanticipated revenues | ( ) 4/5th Vote Required |
| B. Reserve for capital contingencies | $ |

BALANCE IN RESERVE FOR CAPITAL CONTINGENCIES, IF APPROVED: $

SPECIAL INSTRUCTIONS:

List the attachments and number the pages consecutively:

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CLERK'S USE ONLY:

Res. No.: 5A-444

Vote - Ayes: ___

Not Recommended

Absent: ___

( ) Denied

( ) Minute Order Attached

( ) No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date: 

ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California

By: Deputy

ADMINISTRATIVE OFFICER’S RECOMMENDATION:

This item on agenda as:

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A.O. Initials: 

Action Form Revised 11/00
MEMORANDUM

Date: December 4, 2002
To: Board of Supervisors
From: Eric Jay Toll, Director
Topic: Replacement computer for new Assistant Planner

Mariposa Planning has hired a new Assistant Planner starting December 16 and we need to obtain a replacement computer for her use. The need for a replacement is (1) the computer previously used is an old Pentium II and will not run the current standards of programs; and (2) the new planner is experienced with both the ArcMap Geographic Information System (GIS) software and several graphics programs.

With this experience, she can pick up some of the load on aspects of the General Plan and helping the GIS system evolve.

There is $10,000 in "capital contingencies" for computer replacement. Staff obtained approval from the Information Systems Director to ask for Board permission to spend $1,850 of these funds for a computer with Windows XP Professional ($1,550) and the Microsoft Office software ($300) needed for the computer. Mariposa Planning holds all other necessary licenses.

Last year, the Board of Supervisors denied a request of the County Administrative Officer to use this fund for a replacement computer on the grounds that a computer replacement policy had not been adopted by the Board. The Board approved the acquisition of the replacement computer from General Fund Contingencies.

If the Board approves the recommended action, no budget adjustments are required. If your preference is the latter, we will need to return with a budget adjustment requiring a 4/5ths vote. Staff suggests using the capital fund, as this is a replacement acquisition removing a five year old computer from service.

Our Mission is to provide our clients with professional service and accurate information in a respectful, courteous, and enthusiastic manner resulting in a well-planned rural environment.