

MARIPOSA COUNTY
BOARD OF SUPERVISORS

AGENDA
ACTION FORM

10-8-91
10-1-91 Policy
DATE: 09-24-91 Policy
AGENDA ITEM NO.: 6B
~~forthcoming Policy~~

DEPARTMENT: Assessor & Tax Collector BY: Gary Estep-Don Phillips PHONE:

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes ___ No x)
Request to solicit bids on purchase of an electronic storage & image-based document storage system. Tax Collector's microfilm camera needs replaced. The Assessor needs to replace existing paper filing system with an automated microfilming or image document storage.

BACKGROUND AND HISTORY OF BOARD ACTIONS: Tax Collector currently has microfilm equipment from Co. Clerks Office which is approximately 10 years old. Assessor has no further available filing space, nor security of confidential files and safety of fire damage.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
Deny request and continue with existing methods.
Approve replacement of current filming equipment and add Assessor to it.

COSTS: () Not Applicable
A. Budgeted current FY \$
B. Total anticipated cost \$ 17,000.00
C. Required Add'l funding \$
D. Source: Tax Collector's Cost Fund

SPECIAL INSTRUCTIONS:
List the attachments & number the pages consecutively:
1. Memo from Tax Collector & Assessor

VOTE: () 4ths Vote Required
A. Internal transfers \$
B. Unanticipated revenues \$
C. Reserve for contingency \$
D. Description: TC Cost Fund currently has \$39,000.00

Balance in Reserve for Contingencies,
if approved: \$

CLERK'S USE ONLY:
Res. No.: 91-480
Ord. No.: _____
Vote - Ayes: 4 Noes: _____
Absent: Rademacher Abstained: _____
mwj Approved () Denied
() Minute Order Attached

ADMINISTRATIVE OFFICER'S
RECOMMENDATION:
This item on agenda as:
 Recommended
 Not Recommended
 For Policy Determination
 Submitted with Comment
 Returned for Further Action

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

Date: _____
ATTEST: MARGIE WILLIAMS
Clerk of the Board of Supervisors
County of Mariposa, State of Calif
Deputy Clerk of the Board

Comments: _____
C.A.O's Initials: JWM / by mwj