DEPARTMENT: County Clerk  

BY: Keith M. Williams, County Clerk  
PHONE: 966-2007

RECOMMENDED ACTION AND JUSTIFICATION:

Authorize the Chairman of the Board of Supervisor’s to sign an agreement with SouthTech Systems for the lease and maintenance of the new Marriage License module for our existing CATS County Clerk software and approve the Budget Action Form transferring from contingency to County Clerk software in the amount of $2155

The Legislature has made changes to the marriage license forms. These changes take effect January 1, 2008. The current software called CATS has been using a marriage license module that was sponsored by the Office of Vital Statistics. With this change the module will no longer be valid and the State is not sponsoring any new software. After extensive research SouthTech’s system is the most cost effective solution.

It is recommended that the marriage license fees be increased to offset the additional on going cost of the software. There is a separate Board Item with proposed fees and a request to set a hearing date.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has previously approved agreements with SouthTech Systems.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Deny the item and have the County Clerk issue and track Marriage Licenses by hand.

Financial Impact? ( X ) Yes ( ) No  
Current FY Cost: 2155  
Annual Recurring Cost: $4310

Budgeted In Current FY? ( ) Yes ( X ) No ( ) Partially Funded

Amount in Budget: $  
Additional Funding Needed: $2155

Source:

Internal Transfer

Unanticipated Revenue ( ) 4/5’s vote

Transfer Between Funds ( ) 4/5’s vote

Contingency ( X ) 4/5’s vote

( X ) General ( ) Other

List Attachments, number pages consecutively

Budget Action Form

SouthTech License and Lease Agreement

CLERK’S USE ONLY:

Res. No. 07-55  
Ord. No. ______

Vote – Ayes: 5 Noes: ______

Absent: ______

Approved ( ) 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 of Supervisors  
County of Mariposa, State of California

By: ______

Deputy

COUNTY ADMINISTRATIVE OFFICER:

( X ) Requested Action Recommended

No Opinion

Comments: ______

CAO: ______
### BUDGET ACTION FORM

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**TOTALS**: 2,155 2,155

### TRANSFER BETWEEN FUNDS

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**TOTALS**: 

**ACTION REQUESTED**: (Check all that apply)

- [X] Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget, or transferring appropriation from Contingencies

-  Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit;

**JUSTIFICATION**

Increase Software expense to cover required software upgrade

**DEPT HEAD SIGNATURE** [Signature]  
**DATE** 11-26-07

**APPROVED BY RES NO.** 02-551  
**CLERK** [Signature]  
**DATE** 12-4-07

**AUDITOR'S USE ONLY**

**DEPARTMENT**  

*Budget Revision Form Revised 07/2000*