DEPARTMENT: ASSESSOR/RECORDER  BY: Robert Lowrimore  PHONE: 966-2332

RECOMMENDED ACTION AND JUSTIFICATION:
Upgrade of Exigent Cashiering System, software, workflow, scanner to replace existing camera that is now defunct and cannot be repaired. Micro filming of recorded documents as required by law. Upgrade is also required to coincide with upgrade of AS400 as per Data Processing. Scanner also to be used to preserve the existing master appraisal records that are not protected and should they be damaged cannot be replicated.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
Emergency approvals have been met and are necessary to coordinate system upgrade to AS400. Board approval as there is no impact on the General Fund, transfer from modernization Trust fund.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
This would be contrary to meet with State requirements of maintaining records.

Financial Impact? ( ) Yes ( ) No  Current FY Cost: $  Annual Recurring Cost: $  List Attachments, number pages consecutively
Budgeted in Current FY? ( ) Yes ( ) No ( ) Partially Funded
Amount in Budget:  $  Modernization Trust Fund
Additional Funding Needed:  $56,000

Source:
Internal Transfer  Yes
Unanticipated Revenue  4/5's vote
Transfer Between Funds  Yes  4/5's vote
Contingency  4/5's vote
( ) General ( ) Other

CLERK'S USE ONLY:
Res. No.:  Ord. No.  
Vote – Ayes:  ( )  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
County of Mariposa, State of California
By:  
Deputy

COUNTY ADMINISTRATIVE OFFICER:
Requested Action Recommended
No Opinion
Comments:

CAO:  

Revised Dec. 2002
### BUDGET ACTION FORM

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<th>DEP/DIV</th>
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<th>DESCRIPTION</th>
<th>PROJECT</th>
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<tr>
<td><strong>TOTALS</strong></td>
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**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:** To pay for Exigent cashiering and eliminate camera that is old and broken.

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**DEPT HEAD SIGNATURE**

**APPROVED BY RES NO.**

**DATE** 11/4/2003

**CLERK**

**DATE** 2-23-04

**DEPARTMENT** Auditor

**AUDITOR'S USE ONLY**

**BA #**

**ASSessor / RECORDER**

Budget Revision Form Revised 12/18
Mary Hodson

From: "khawns<khawns@mariposacounty.org>
To: "Mary Hodson <mhodson@mariposacounty.org>
Sent: Friday, March 26, 2004 4:46 PM
Subject: Assessor budget action

Mary

That budget action for $56,000 is not all software. Since it is such a large amount, perhaps it would be better as a fixed asset 0642

Ken

Rachel:

Please change does budget action to reflect this correction. Thanks!

Mary

P.S.

This is for the off-agenda item that the Assessor got approved on last Tues. 3-23-04.
COUNTY of MARIPosa
P.O. Box 784, Mariposa, CA 95338 (209) 966-3222
GARRY R. PARKER, CHAIR DISTRICT IV
DOUG BALMAIN, VICE-CHAIR DISTRICT II
LEE STETSON DISTRICT I
BOB PICKARD DISTRICT V
JANET BIBBY DISTRICT III

MARIPOSA COUNTY BOARD OF SUPERVISORS
MINUTE ORDER

TO: BOB LOWRIMORE, Assessor/Recorder
FROM: MARGIE WILLIAMS, Clerk of the Board
SUBJECT: OFF-AGENDA ITEM TO PURCHASE A CASHIERING/CAMERA SYSTEM
Resolution No. 04-108

THE BOARD OF SUPERVISORS OF MARIPosa COUNTY, CALIFORNIA,

ADOPTED THIS Order on March 23, 2004

ACTION AND VOTE:

Public Presentations: For Non-Timed Agenda Items including Attention, Information, and Consent Agenda, and for Items Not on the Agenda.

- Bob Lowrimore, Assessor-Recorder, presented a request for an off-agenda item to purchase a cashiering/camera system to replace the system that broke on Friday. (M)Pickard, (S)Stetson, Board waived rules requiring 72 hours agenda noticing to consider this request, finding the matter was not known about at the time the agenda was prepared as the existing camera broke and is not repairable/Ayes: Stetson, Balmain, Bibby, Pickard; Excused: Parker. Discussion was held relative to the request to replace and upgrade the system. Bob advised of their efforts to repair the existing system and of their research for a replacement system, and he recommended the Exigent Cashiering System because of its simplicity, the cashiering feature, and the upgrade is compatible with the AS400 system. He advised that there are funds available in the Modernization Trust Fund. (M)Pickard, (S)Stetson, Res. 04-108 was adopted approving the purchase as recommended, with authorization for the Chairman to sign the contract after review by County Counsel and the County Administrative Officer; finding that it is an emergency to replace the broken equipment to maintain the efficient function of the office; waiving the formal bid procedures, finding that Exigent is the only source that provides the equipment with the features that are recommended and is compatible with the County’s system; and approving budget action transferring $56,000 from the Modernization Trust Fund for said purchase/Ayes: Stetson, Balmain, Bibby, Pickard; Excused: Parker.

cc: Ken Hawkins, Auditor
Rick Peresan, Technical Services Director
Mary Hodson, Administrative Analyst
File