RECOMMENDED ACTION AND JUSTIFICATION:
Approve Budget Action transferring funds from County Clerk Vital Records Trust Fund to County Clerk Software ($500) and authorize County Clerk to sign agreement with SouthTech Systems. This transfer will allow the County Clerk to purchase a software upgrade for Marriage Licenses and Fictitious Business Names. This upgrade is necessary to allow us to run Windows XP on our newer computers, which are connected to the county network. The marriage license and fictitious business name information will then be backed up, which presently we are unable to do with the current software. The money in this trust fund is collected from the sale of marriage licenses for this type of upgrade.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
The Board has previously approved this type of expenditure.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
Do not approve the budget action and continue to use the old software not supported by the County network and without a backup for this program.

Financial Impact? ( ) Yes (X) No Current FY Cost: $ Annual Recurring Cost: $
Budgeted In Current FY? ( ) Yes (X) No ( ) Partially Funded
Amount in Budget: $100
Additional Funding Needed: $500
List Attachments, number pages consecutively
Source:
1) Budget Action Form
Internal Transfer
2) SouthTech Agreement
Unanticipated Revenue
4/5’s vote
Transfer Between Funds
X 4/5’s vote
Contingency
4/5’s vote
( ) General ( ) Other

CLERK’S USE ONLY:
Res. No. 3
Ord. No. _____
Vote – Ayes: X
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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**TOTALS**

### TRANSFER BETWEEN FUNDS

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**TOTALS**

500 500

**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 cover the expense of upgrading the marriage license software.

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**DEPT HEAD SIGNATURE** [Signature]

**DATE** 1-30-04

**APPROVED BY RES NO.**

**DATE** 2-10-04

**DEPARTMENT** County Clerk

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**AUDITOR'S USE ONLY**

**BA #**

Budget Revision Form Revised 07/2000