BOARD OF SUPERVISORS  

ACTION FORM  

AGENDA ITEM NO.: 7  

DEPARTMENT: Data Processing  
BY: Dennis Patrick  
PHONE: 742-6022  

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

Adopt this resolution transferring $4,650.00 within the Data Processing Budget for the purchase of a computer system for Data Processing and training materials for all Departments. There is no additional funding required for this resolution.  

We have completed the programming and other processes necessary for the Audit Department to use Electronic Transfer for depositing payroll checks. The one remaining component is to provide them with a computer that is connected to the AS/400 so that the file can be “downloaded” to a PC and then transferred to Bank of America. There is a PC in the Audit department, but it is old and not up to the task without fairly extensive upgrading. At the same time Data Processing is using a computer that is not adequate for the various functions necessary to program, test, and evaluate items for other departments. It would cost in excess of $2,100.00 to upgrade the two existing machines (Audit, DP) and both would be lesser machines than if we purchase a new one for Data Processing and move the existing one to Audit.  


BACKGROUND AND HISTORY OF BOARD ACTIONS: 
Training has been needed for a long time, and this approach saves a great deal of money in sending people out for training, which runs about $175.00 per class.  

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:  
1. Approve request  
2. Proceed with “upgrades” of Audit and Data Processing Computers.  

<table>
<thead>
<tr>
<th>COSTS:</th>
<th>SPECIAL INSTRUCTIONS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Budgeted current FY</td>
<td>List the attachments and number the pages consecutively:</td>
</tr>
<tr>
<td>$ -0-</td>
<td></td>
</tr>
<tr>
<td>B. Total anticipated costs</td>
<td></td>
</tr>
<tr>
<td>$ 4650</td>
<td></td>
</tr>
<tr>
<td>C. Required additional funding</td>
<td></td>
</tr>
<tr>
<td>$ -0-</td>
<td></td>
</tr>
<tr>
<td>D. Internal transfers</td>
<td></td>
</tr>
<tr>
<td>$ 4650</td>
<td></td>
</tr>
</tbody>
</table>

SOURCE: (4/5ths Vote Required)  
A. Unanticipated revenues $  
B. Reserve for contingencies $  
C. Source description:  
Balance in Reserve for Contingencies, if approved: $  

CLERK'S USE ONLY:  
Res. No.:  
Ord. No.:  
Vote - Ayes:  
Noes:  
Absent:  
Approved:  
Denied:  
Abstained:  
Minute Order Attached:  
No Action Necessary  

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

Date:  
ATTEST: MARCIE WILLIAMS, Clerk of the Board  
County of Mariposa, State of California  
By: Deputy  

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

Comment:  

A.O. Initials:  

12-15DSA  
Action Form Revised 5/92
COUNTY OF
MARIPOSA

BUDGET ACTION FORM

DEPT/DIV: Data Processing  CONTACT: Dennis Patrick
DATE: March 21, 1996  PHONE: 742-6022

ACTION REQUESTED: (Check All That Apply)

( ) 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 appropriating Reserve for Contingencies;

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

( ) Transfer by Administrator: Moving existing appropriations within a single budget category between line items (i.e. services and supplies, etc.)

( ) Transfer by Auditor: Moving salaries between line items to accommodate variances internal to salaries; OR transfers within the County budget under $50.00 to accommodate minor variations from the budget.

<table>
<thead>
<tr>
<th>FUND/DEPT/ACCT NO.</th>
<th>LINE ITEM DESCRIPTION</th>
<th>AMOUNT (FROM/TO)</th>
</tr>
</thead>
<tbody>
<tr>
<td>001-0151-506.01-16</td>
<td>Data Processing Salaries</td>
<td>($4,650.00)</td>
</tr>
<tr>
<td>001-0151-506.06-79</td>
<td>Computer</td>
<td>$2,800.00</td>
</tr>
<tr>
<td>001-0151-506.04-17</td>
<td>Office Expense</td>
<td>$1,850.00</td>
</tr>
</tbody>
</table>

Justification: Data Processing needs a more powerful computer for servicing the County. It should be Windows95 ready, and have abundant hard disk space in order to program, evaluate and recommend software for other departments. Audit department needs a more powerful computer system for payroll automatic deposit. The existing Data Processing system would meet that need.

Department Head Signature:  Date: 3/21/96
Approved By: Res. No. 96-19  Clerk:  Date: 4/2/96
Administrator:  Date:  
Auditor:  Date: 2/22/96

Budget Action Form Revised 5/92