

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) (4/5ths vote)

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: \$ _____		List Attachments, number pages consecutively
Additional Funding Needed: \$ 2155		Budget Action Form
Source:		SouthTech License and Lease Agreement
Internal Transfer _____		
Unanticipated Revenue _____ 4/5's vote		
Transfer Between Funds _____ 4/5's vote		
Contingency X 4/5's vote		
( X ) General ( ) Other		

**CLERK'S USE ONLY:**

Res. No. 07-551 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  
County of Mariposa, State of California

By: \_\_\_\_\_  
Deputy

**COUNTY ADMINISTRATIVE OFFICER:**

Requested Action Recommended  
 No Opinion  
Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CAO: 

# BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0121	452-0481	Software		2,155	
001	0104	414-1090	GENERAL CONTINGENCY			2,155
TOTALS					2,155	2,155

TRANSFER BETWEEN FUNDS					DEBIT	CREDIT
TOTALS						

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 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

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Increase Software expense to cover required software upgrade

DEPT HEAD SIGNATURE Keith M. Williams DATE 11-26-07

APPROVED BY RES NO. 07-551 CLERK mmj DATE 12-4-07

DEPARTMENT	<div style="border: 1px solid black; padding: 5px;"> <p style="margin: 0;">AUDITOR'S USE ONLY</p> <p style="margin: 0;">BA #</p> </div>
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