

DEPARTMENT: Public Works

By: Marty Allan

Phone: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes___ No_x)

Resolution authorizing the purchase of Tabbs II Utility Billing Software for the following special districts: Yosemite West, Coulterville, Mariposa Pines and Don Pedro Sewer. The total cost of \$4,162 is proposed to be from the respective Utility Capital Fund district on a proportional benefit basis.

Currently, the tracking of payments and billings are done manually. Coulterville is the only district billed monthly at a flat rate. All other districts are billed flat rates annually. In June, 1995, the Board approved Resolution YW 95-1 for a new radio read metering system in Yosemite West which allows Public Works to read water meters monthly and bill actual services on a monthly basis. Coulterville is the only other district with water meters, and the new meter reader purchased with the Yosemite West system can be used to manually read meters in Coulterville.

Water and sewer rates for Yosemite West and Coulterville are currently under study to change to actual usage. Monthly meter readings will help increase cash flow in both districts. This will also help even out customer payments. All districts will be billed on the utility billing software.

Staff has reviewed several utility billing systems and is recommending software that is compatible with the radio meter read system installed in Yosemite West. The proposed utility billing software will interface with the meter read equipment to automatically download data and calculate billings for each meter. It will also allow the uploading of routes by meter and any special instructions.

Staff has presented the proposal to the advisory committees of the four districts. All districts have approved the expenditure.

The cost of the software, including tax, is \$4,162 and is broken down as follows:

Yosemite West (Sewer, Water, Roads)	\$1,569
Coulterville (Sewer, Water)	1,415
Don Pedro (Sewer)	903
Mariposa Pines (Sewer)	275

Costs are based on the number of equivalent dwelling units (EDU's) currently served by each district. Utility Capital for each district will be charged accordingly.

BACKGROUND AND HISTORY OF BOARD ACTIONS:


On June 13, 1995, the Board approved the purchase of a new water meter reading system. The new system will allow Public Works to bill for actual consumption on a monthly basis.

On March 5, 1996, the Board reviewed the options presented and directed Public Works to bring this item back after the new Coulterville Advisory Board considered the request.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

No action. Public Works will continue to bill all districts manually which takes longer because of only having monthly meter readings. Cost savings and cash flow improvements will not be realized in these districts.

<p>COSTS: <input type="checkbox"/> Not Applicable</p> <p>A. Budgeted current FY \$ _____</p> <p>B. Total anticipated costs \$ <u>4,162</u></p> <p>C. Required additional funding \$ _____</p> <p>D. Internal transfers \$ <u>4,162*</u></p> <p>SOURCE: <input type="checkbox"/> 4/5th Vote Required</p> <p>A. Unanticipated revenues \$ _____</p> <p>B. Reserve for contingencies\$ _____</p> <p>C. Source description: _____</p> <p>Balance in Reserve Contingencies, if approved: \$ _____</p> <p>*FROM UTILITY CAPITAL FUNDS</p>	<p>SPECIAL INSTRUCTIONS: List the attachments and number the pages consecutively:</p> <p>1. Budget Action Form _____</p> <p>2. Quotation _____</p>
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<p>CLERK'S USE ONLY</p> <p>Res. No.: <u>96-350</u> Ord. No. _____</p> <p>Vote - Ayes: <u>5</u> Noes: _____</p> <p>Absent: _____ Abstained: _____</p> <p>Approved <input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Minute Order Attached <input type="checkbox"/> No Action Necessary</p> <p>The foregoing instrument is a correct copy of the original on file in this office.</p> <p>Date: _____</p> <p>ATTEST: <u>MARGIE WILLIAMS, Clerk of the Board</u> County of Mariposa, State of California</p> <p>By: _____ Deputy</p>	<p>ADMINISTRATIVE OFFICER'S RECOMMENDATION: This item on agenda as:</p> <p><input checked="" type="checkbox"/> Recommended</p> <p><input type="checkbox"/> Not Recommended</p> <p><input type="checkbox"/> For Policy Determination</p> <p><input type="checkbox"/> Submitted with Comment</p> <p><input type="checkbox"/> Returned for Further Action</p> <p>Comment: _____</p> <p>A.O. Initials: <u></u></p>
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**COUNTY OF
MARIPOSA**

BUDGET ACTION FORM

DEPT/DIV: Public Works

CONTACT: Michael D. Edwards

DATE: July 9, 1996


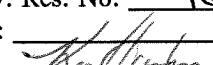
PHONE: 966-5356

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;
- Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriation 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.

<u>FUND/DEPT/ACCT NO.</u>	<u>LINE ITEM DESCRIPTION</u>	<u>AMOUNT (FROM)/TO</u>
530-1400-820-0787	Coulterville Utility Capital	(\$1,415)
532-1400-822-0787	Don Pedro Utility Capital	(\$ 903)
534-1400-824-0787	Mariposa Pines Utility Capital	(\$ 275)
535-1400-825-0787	Yosemite West Utility Capital	(\$1,569)
001-0128-309-1600	Transfer In	\$4,162
001-0128-309-1600	Transfer In	\$4,162
001-0128-473-0684	Utility Billing Software	\$4,162

Justification: See attached Board item.

Department Head Signature:  Date: 7/11/96
 Approved By: Res. No. 96-350 Clerk: MW Date: 8-13-96
 Administrator: _____ Date: _____
 Auditor:  Date: 7/30/96

AUDITOR'S USE ONLY:

Description: _____ Transfer No.: _____
 _____ B.R. No.: _____

TAABS[®]

Totally Automated Accounting and Billing System
P.O. Box 4369 • Tyler, Texas 75712

Utility Billing Specialists, Inc.

Corporate Headquarters

(903) ~~561-5778~~ • FAX (903) ~~581-5030~~

535-8222

535-9015

Western

Regional Sales

909 (714) 245-9222

Southeastern
Regional Office
(404) 956-8695

MARIPOSA COUNTY WATER
4639 BEN HUR ROAD
MARIPOSA, CA 95338

page ___ of ___

Date: JAN 8, 1996
Install Date:
Salesman: LINDA WILSON

Contact: MARTY ALLAN
Phone #: 209 966-5356
FAX #:

Invoice #:
Cust PO #:
Terms:

QTY.	DESCRIPTION	PRICE	EXT PRICE
	TAABS II UTILITY BILLING SOFTWARE		\$ 4000.00
	SOFTWARE COST INCLUDES ON-SITE TRAINING AND ASSISTANCE WITH FIRST BILLING. TRAVEL AND LIVING COST INCLUDED.		
	UNLIMITED TELEPHONE AND MODEM SUPPORT IS INCLUDED FOR FIRST 90 DAYS AFTER START-UP.		
	SOFTWARE SUPPORT AFTER FIRST 90 DAYS IS \$ 395.00 PER YEAR		
	 PAYMENT OPTIONS: 50% WITH ORDER, BALANCE WHEN INSTALLED, OR, 3% DISCOUNT IF PAID IN FULL WITH ORDER.		
	 <i>Thank You</i>		

PAYMENT SCHEDULE: _____

TAABS Representative:

X *Linda Wilson*

Customer Signature:

X _____

Sub Total:
Sales Tax:
Shipping:

TOTAL:

Less Deposit:

TOTAL DUE: