RESOLUTION - ACTION REQUESTED 2019-508

MEETING: August 27, 2019

TO: The Board of Supervisors

FROM: Sarah Williams, Planning Director

RE: Upgrade Esri Contract for County GIS Services

RECOMMENDATION AND JUSTIFICATION: Approve Budget Action Reducing General Fund Contingency and Increasing Appropriations in the Planning Department Budget to Upgrade County GIS Services ($2,050.39).

In July of this year the Board approved the upgrade of our GIS system through ESRI. Total cost of the annual contract was $25,000. The Sheriff’s Department and the Health and Human Services Agency, each committed to contribute $5,000 annually towards the cost of having a more robust GIS program for a total of $10,000. Based on this and Planning’s understanding that ESRI was to provide us with a credit for what had already been paid for the year, Planning had estimated that the amount needed from contingency at that time was $5,200.

Planning has received the new billing from ESRI which shows a credit allowance, however the credit allowance was less than anticipated. As a result, the funded amount is short by $2,050.39.

Therefore we are respectfully requesting additional funds to complete this contract by reducing the General Fund Contingency and Increasing Appropriations in the Planning Department Budget by $2,050.39.

Assuming this request is granted it would mean that a total of $7,250.39 ($5,200 from Board Resolution 2019-434 and this current request of $2,050.39) would come out of contingency.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

July 23, 2019 Board Resolution 2019-434. The Board approved the upgrade of the GIS program through ESRI.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Not approving this request will mean that the Planning Department will need to seek
Resolution - Action Requested 2019-508

an alternative to fill this funding gap by using funds from the Planning Department budget that may have already been allocated to another program.

**FINANCIAL IMPACT:**
$2,050.39 from General Fund/Contigency

**ATTACHMENTS:**
eri invoice for contract (PDF)
Budget Action Form - ESRI Contract (PDF)

**RESULT:** ADOPTED BY CONSENT VOTE [UNANIMOUS]
**MOVER:** Kevin Cann, District IV Supervisor
**SECONDER:** Rosemarie Smallcombe, District I Supervisor
**AYES:** Smallcombe, Jones, Long, Cann, Menetrey
**BUDGET ACTION FORM**

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0249-575</td>
<td>0481</td>
<td>Balance of ESRI Fees for 2019-2020 contract year</td>
<td></td>
<td>2,051.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>001-</td>
<td>0104-414</td>
<td>1090</td>
<td>General Contingency</td>
<td></td>
<td></td>
<td>2,051.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TRANSFER BETWEEN FUNDS**

<table>
<thead>
<tr>
<th>TRANSFER BETWEEN FUNDS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTALS**

**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 appropriation Reserve for 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:**

Budget actions are necessary to provide funding for ESRI contract.

**DEPT. HEAD SIGNATURE**

[Signature]

**DATE**

8/27/19

**DEPT. HEAD SIGNATURE**

[Signature]

**DATE**

8-27-19

**APPROVED BY RES. NO.**

[Signature]

**CLERK**

[Signature]

**DATE**

8-27-19

**AUDITOR’S USE ONLY**

BA #

Budget Revision Form Revised 11/95