DEPARTMENT: Public Works/Roads

BY: Dana Hertfelder
PHONE: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION:

Approve Budget Action transferring $3,415 within the Roads budget from Service Agreements (line #0424) to Software (line #0481) to allow for the purchase of the 2005 version of AutoCAD software for 4 users.

The AutoCAD software program is one of the basic tools used by the engineering staff of the Road department for producing drawings and maps. Survey data collected by staff in the field is downloaded onto a computer and can then be used to draw a map showing elevation contour lines and other information. Maps and drawings are used for road projects as well as capital improvement projects (such as the Airport improvements).

Currently the engineering staff is using two older versions of the AutoCAD program; Version 14 and AutoCAD 2002. Improvements have been made to the program, and we are requesting approval to transfer $3,415 within the Roads budget to the software line item to purchase the 2005 version of AutoCAD for 4 users. (The license fee per user is $796 plus tax.) The Service Agreements line item is to cover the annual software maintenance agreement for the AutoCAD program, and if the requested budget action is approved we will still have enough funding to pay for this cost.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

None.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve the requested budget action, and direct staff to continue using the older versions of the AutoCAD program.

Financial Impact? (X) Yes ( ) No
Budgeted In Current FY? ( ) Yes ( ) No ( ) Partially Funded

Amount in Budget: $0
Additional Funding Needed: $3,415

Source:
Internal Transfer X
Unanticipated Revenue 4/5's vote
Transfer Between Funds 4/5's vote
Contingency 4/5's vote

( ) General ( ) Other

Annual Recurring Cost:

List Attachments, number pages consecutively
1. Budget Action Form

Revised Dec. 2002
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

CAO: ________________________
## 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>300</td>
<td>0301</td>
<td>581-0481</td>
<td>Software</td>
<td></td>
<td>3,415</td>
<td></td>
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<tr>
<td>300</td>
<td>0301</td>
<td>581-0424</td>
<td>Service Agreements</td>
<td></td>
<td></td>
<td>3,415</td>
</tr>
</tbody>
</table>

### TRANSFER BETWEEN FUNDS

| 001  | 0104 | 414-1090 | GENERAL CONTINGENCY |   |         |          |

| TOTAL |       |          |                    | 3,415 | 3,415   |

**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

- [x] 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 allow for the purchase of AutoCAD 2005 for 4 users.

**DEPT HEAD SIGNATURE**

**APPROVED BY RES NO:**

**CLERK**

**AUDITOR’S USE ONLY**

300 Roads

Budget Action Form Revised 11/95