

96-76

DEPARTMENT: VISITORS BUREAU

BY: JEFF IRONS

PHONE: 966-2456

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

Resolution authorizing transfer of funds for travel (\$9,500) and resolution authorizing transfer of funds for computer system (\$10,000).

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board approved both a travel budget and funds for a computer system during the budget deliberations and requests. However, these funds were never delineated in the final budget document, necessitating transfer from the promotional line item.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Some travel has already occurred and the computer system has been purchased.

COSTS: ( ) Not Applicable A. Budgeted current FY \$ _____ B. Total anticipated costs \$ _____ C. Required additional funding \$ _____ D. Internal transfers \$ <u>19,500</u>		SPECIAL INSTRUCTIONS: List the attachments and number the pages consecutively: _____ _____ _____
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.: 96-76 Ord. No. \_\_\_\_\_  
 Vote - Ayes: 5 Noes: \_\_\_\_\_  
 Absent: \_\_\_\_\_ Abstained: \_\_\_\_\_  
 Approved: \_\_\_\_\_ ( ) Denied \_\_\_\_\_  
 Minute Order Attached ( ) No Action Necessary

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

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

Comment: \_\_\_\_\_  
 A.O. Initials: W

BUDGET ACTION FORM

DEPT/DIV: Visitors Bureau

CONTACT: Jeff Irons

DATE: February 27, 1996

PHONE: 209-966-2456

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;
- ( ) 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>
(305-0143-494-04-34)	Promotional	(\$10,000)
305-0143-494.06-86	Computers	\$10,000

Justification: Line item for computers was approved but never identified in Visitors Bureau budget.

Department Head Signature: Jeff Irons Date: 2/22/96  
Approved By: Res. No. 96-76 Clerk: max Date: 2-27-96  
Administrator: \_\_\_\_\_ Date: \_\_\_\_\_  
Auditor: Scott Anderson Date: 2/27/96

AUDITOR'S USE ONLY:

Description: \_\_\_\_\_ Transfer No.: \_\_\_\_\_  
B.R. No.: \_\_\_\_\_

BUDGET ACTION FORM

DEPT/DIV: Visitors Bureau

CONTACT: Jeff Irons

DATE: January 26, 1996

PHONE: 966-2456

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;
- ( ) 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.

FUND/DEPT/ACCT NO.	LINE ITEM DESCRIPTION	AMOUNT (FROM)/TO
305-0143-494.04-15	Memberships	(3500)
305-0143-494.04-50	Transportation/Travel	2500
305-0143-494.04-57	Private Vehicle Use	1000
305-0143-494-04-34	Promotional	(6000)
305-0143-494.04-50	Transportation/Travel	4000
305-0143-494.04-57	Private Vehicle Use	2000

Justification: In the original budget allocation, no amounts were set up for travel.

Department Head Signature: *Jeffrey Irons* Date: \_\_\_\_\_  
 Approved By: Res. No. 96-76 Clerk: Irons Date: 2-27-96  
 Administrator: \_\_\_\_\_ Date: \_\_\_\_\_  
 Auditor: *Tom Hunter* Date: 2/14/96

AUDITOR'S USE ONLY:

Description: \_\_\_\_\_ Transfer No.: \_\_\_\_\_  
 \_\_\_\_\_ B.R. No.: \_\_\_\_\_

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

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TO: JEFF IRONS, Visitor's Bureau Director  
FROM: MARGIE WILLIAMS, Clerk of the Board *MW*  
SUBJECT: RESOLUTION NO. 96-76

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THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,  
ADOPTED THIS Order on February 27, 1996

**ACTION AND VOTE:**

**10:07 a.m.** Jeff Irons, Visitor's Bureau Director;  
Resolution Transferring Funds for Travel Within Visitor's Bureau  
Budget (\$9,500)

**BOARD ACTION:** Mike Coffield, County Administrative Officer,  
advised that the requests to transfer funds to travel and for the  
computer system are to implement the budget the way it was  
adopted by the Board during the hearing process - the figures  
were not placed in specific line items when the final budget  
document was printed. (M)Parker, (S)Reilly, Res. 96-76 adopted  
transferring funds: \$9,500 for travel and \$10,000 for computer  
system/Ayes: Unanimous.

cc: Ken Hawkins, Auditor  
Mike Coffield, County Administrative Officer  
File