DEPARTMENT: Tourism BY: Judith E. Beliera
PHONE: 966-3685

RECOMMENDED ACTION AND JUSTIFICATION: Request and recommend that the Board of Supervisors approve a Budget Action transferring funds within the Tourism budget from Promotional ($2650) to Office expense ($2000) and Copier expense ($650). Additional funds are needed for postage expense because the requests for brochure mailings have increased. The first quarter of the year 2003 we mailed 3360 brochures. The first quarter of the year 2004 we mailed 6100 brochures and requests are increasing. Additional funds are needed in Copier expense to cover the remainder of this fiscal year.

BACKGROUND AND HISTORY OF BOARD ACTIONS: Historically, the Board of Supervisors has approved transfers that are needed to cover additional expenses.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Financial Impact? ( ) Yes (x) No Current FY Cost: $2650 Annual Recurring Cost: $
Budgeted In Current FY? (x) Yes ( ) No ( ) Partially Funded
Amount in Budget: $2650
Additional Funding Needed: $2650
Source:
Internal Transfer (x)
Unanticipated Revenue 4/5’s vote
Transfer Between Funds 4/5’s vote
Contingency 4/5’s vote
( ) General ( ) Other

CLERK’S USE ONLY:
Res. No.: 04239 Ord. No. _____
Vote – Ayes: _____ 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

COUNTY ADMINISTRATIVE OFFICER:
( ) Requested Action Recommended
( ) No Opinion
Comments:

CAO: __________

Revised Dec. 2002
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**TOTAL** $2,650 $2,650

**TRANSFER BETWEEN FUNDS**

**TOTALS** $0 $0

**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:** Additional funds are required in Office Expense and Copier Expense due to unanticipated increases.

**DEPT HEAD SIGNATURE** [Signature]  **DATE** 6-24-04

**APPROVED BY RES NO.** [Signature]  **CLERK**  **DATE** 6-1-04

**TOURISM AND ECONOMIC DEVELOPMENT**

**AUDITOR'S USE ONLY**

BA #

Budget Revision Form Revised 11/95