

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY  
AND RECORD OF ACTION**

May 6, 2025

**FROM**

**DAVID MYERS, Director, Museum**

**SUBJECT**

Budget Adjustment for Maintenance and Exhibit Costs

**RECOMMENDATION(S)**

Authorize the Auditor-Controller/Treasurer/Tax Collector to post the budget adjustments, as detailed in the Financial Impact section, to reflect the utilization of salary savings in the amount of \$85,000 to fund general maintenance, exhibit improvement, and travel costs for staff (Four votes required).

(Presenter: David Myers, Director, 798-8601)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Promote the Countywide Vision.**

**Operate in a Fiscally-Responsible and Business-Like Manner.**

**FINANCIAL IMPACT**

This item will not result in the use of additional Discretionary General Funding (Net County Cost). The Museum (Department) will fund deferred general maintenance and exhibit improvement costs in the amount of \$82,000, and travel costs in the amount of \$3,000 with salary savings resulting from staffing vacancies throughout 2024-25. The Department is requesting the following budget adjustments to its general operating budget (6510001000):

<b>Fund Center</b>	<b>Commitment Item/GL Account</b>	<b>Description</b>	<b>Action</b>	<b>Amount</b>
6510001000	51001010	Regular Salary	Decrease	\$85,000
6510001000	52002135	Special Department Expense	Increase	\$82,000
6510001000	52942940	Private Mileage Non- Taxable	Increase	\$3,000

**BACKGROUND INFORMATION**

The Museum Department operates and maintains two museums and five historic sites across San Bernardino County. Approval of the recommended budget adjustments will allow the Department to fund costs for deferred maintenance and exhibit improvements across the Department's sites. This includes general gallery repairs, exhibit components, and printing. The adjustment will also fund costs for travel, including private car mileage reimbursement due to staff travel needs between sites.

**Budget Adjustment for Maintenance and Exhibit Costs  
May 6, 2025**

Approval of this recommended budget adjustment aligns with the County and Chief Executive Officer goals and objectives to promote the countywide vision and operate in a fiscally-responsible and business-like manner, by allowing the Department to utilize existing savings to support maintenance and improvements across the Department's sites.

**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Kaleigh Ragon, Deputy County Counsel, 387-5455) on April 7, 2025; Auditor-Controller/Treasurer/Tax Collector (Charlene Huang, Auditor-Controller Manager, 382-7022) on April 7, 2025; Finance (Celia McDonald, Administrative Analyst, 387-4286) on April 14, 2025; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on April 14, 2025

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May 6, 2025**

Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Curt Hagman Seconded: Joe Baca, Jr.

Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: May 6, 2025



cc: File - Museum

CCM 05/8/2025