

REPORT OF GENERAL MANAGER

NO. 01-244

DATE July 11, 2001

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: Signature Authority as Acting General Manager and Acting Chief Accounting Employee

J. Combs  
T. Coroalles  
\*J. Duggan  
H. Fujita

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*JD*  
\_\_\_\_\_

J. Kolb  
M. Tamuri  
M. Matthews

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\_\_\_\_\_  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board adopt a Resolution authorizing the list of Department staff in this report as Acting General Manager and Acting Chief Accounting Employee.

SUMMARY:

A new authority as Acting General Manager and Acting Chief Accounting Employee is needed due to retirement, promotion, and appointment to new positions in the Department.

In the absence of the General Manager, the following individuals listed below are authorized to act as the Acting General Manager:

Marjorie Matthews	Executive Officer
James L. Combs	Assistant General Manager
Maureen Tamuri	Assistant General Manager
Tony Coroalles	Assistant General Manager
John J. Duggan	Chief Financial Officer

In the absence of the General Manager, the following individuals, in alphabetical order are authorized to act as the Acting General Manager for signing and approving accounting documents only:

Luci DeLeon	Principal Accountant II
Oyie Esguerra	Fiscal Systems Specialist II
Christine Leung	Fiscal Systems Specialist I
Rose Reyes	Departmental Chief Accountant

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In the absence of the Chief Accounting Employee, the following individuals, in alphabetical order, are authorized to act as the Acting Chief Accounting Employee:

Luci DeLeon	Principal Accountant II
Oyie Esguerra	Fiscal Systems Specialist II
Christine Leung	Fiscal Systems Specialist I
Rose Reyes	Departmental Chief Accountant

In the absence of the Chief Accounting Employee, the following individuals are authorized to act as the Acting Chief Accounting Employee for the signing and approving of accounting documents only:

Irineo Celestino	Senior Accountant II
Andrew Kramer	Senior Accountant II
Lidia Lim	Senior Accountant I
Ellen Linaac	Senior Accountant II
Vic Marcelino	Senior Accountant I
Henry McYat	Senior Accountant I
Janet Wong	Senior Accountant II

Prepared by: Rose Reyes