

REPORT OF GENERAL MANAGER

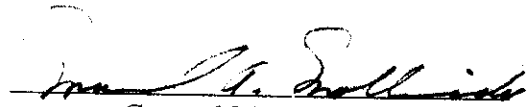
NO. 02-382

DATE November 6, 2002

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROPRIATION TO THE FURNITURE, OFFICE AND TECHNICAL  
EQUIPMENT ACCOUNT IN FUND 302

J. Combs _____	H. Fujita _____
A. Coroalles _____	M. Matthews _____
J. Duggan* <u>JD</u>	L. Barth _____
J. Kolb _____	

  
General Manager

Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board, subject to the approval of the Mayor, authorize the transfer of appropriation within Recreation and Parks Fund 302 to record and classify expenses under the appropriate accounts, as follows:

From:	Appropriation Account 6020, Operating Supplies and Expenses	\$25,290.00
	Appropriation Account 3160, Maintenance Materials and Supplies	\$16,000.00
To:	Appropriation Account 7300, Furniture, Office and Technical Equipment	\$41,290.00

SUMMARY:

The Department has a need for additional computer equipment which can only be properly purchased from funds in Appropriation Account 7300. Accordingly, it is necessary to transfer \$41,290.00 to Appropriation Account 7300 to permit the timely purchase of computer equipment.

Prepared by: Rose Reyes, Departmental Chief Accountant