

REPORT OF GENERAL MANAGER

NO. 03-14

DATE January 8, 2003

C.D. 2 & 7

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROPRIATION FROM OPERATING SUPPLIES AND EXPENSES, ACCOUNT 6020, TO THE FURNITURE, OFFICE AND TECHNICAL EQUIPMENT ACCOUNT IN FUND 302

J. Combs _____	H. Fujita _____
A. Corrales <u>JD</u>	R. Fawcett _____
J. Duggan* <u>JD</u>	L. Barth _____
J. Kolb _____	

John Duggan for
Manuel A. Mollinedo

 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

It is recommended 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,
\$20,000.00

To: Appropriation Account 7300, Furniture, Office and Technical Equipment,
\$20,000.00

SUMMARY:

The Department has a need for computer equipment for three new Valley facilities: the Branford Childcare Center, the North Hills Community Park, and the Sunland Skate Park. This equipment can only be properly purchased from funds in Appropriation Account 7300. Accordingly, it is necessary to transfer \$20,000.00 to Appropriation Account 7300 to permit the timely purchase of computer equipment.

Prepared by Debby Rolland, Principal Recreation Supervisor II