

DATE: January 22, 2003

C.D. _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: TRANSFER OF FUNDS BETWEEN ACCOUNTS WITHIN THE RECREATION AND PARKS FUND 302 FOR GOLF, AQUATICS, FACILITY REPAIR, AND RANGER DIVISIONS, SUBJECT TO MAYOR'S APPROVAL AS INDICATED IN THE REPORT

*J. Combs _____
A. Coroalles _____
J. Duggan _____
H. Fujita _____

J. Kolb _____
R. Fawcett _____
L. Barth _____
S. Huntley _____


General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve the transfer of funds between accounts within the Recreation and Parks Fund 302, for Golf Maintenance and Program Management, as follows:

From: Account 6020 - 1152 - Operating Supplies \$7,000
To: Account 6010 - 1152 - Office and Administration \$7,000

2. Approve the transfer of funds between accounts within the Recreation and Parks Fund 302 for the Aquatics Section, as follows:

From: Account 3090 - 4470 - Field Equipment Expense \$13,000
Account 6020 - 4470 - Operating Supplies \$18,000
To: Account 4430 - 4470 - Uniforms \$31,000

From: Account 6020 - 4470 - Operating Supplies \$44,000
To: Account 3160 - 4470 - Maintenance Materials \$44,000
(Subject to the approval of the Mayor)

From: Account 6020 - 4470 - Operating Supplies \$15,000
To: Account 6010 - 4470 - Office Supplies \$15,000

From: Account 1070 - 4500 - Salaries \$15,000
To: Account 3160 - 4470 - Maintenance Materials \$15,000
(Subject to the approval of the Mayor)

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3. Approve the transfer of funds between accounts within the Recreation and Parks Fund 302 for Facility Repair/City-wide Pools, subject to the approval of the Mayor, as follows:

From: Account 3040-1510 – Contractual Services	\$40,000
To: Account 3160-1216 – Construction Materials	\$40,000

4. Approve the transfer of funds between accounts within the Recreation and Parks Fund 302 for the Ranger Division, subject to the approval of the Mayor, as follows:

From: Account 6010-2360 – Office and Administrative	\$7,000
To: Account 3160-2360 – Maintenance Supplies	\$5,000
Account 6020-2360 - Operating Supplies	\$2,000

SUMMARY:

The Community Services Branch submits the subject request to transfer funds within the Recreation and Parks Fund to allow for the purchase of necessary supplies for the Golf Division, the Aquatics Section, Facility Repair/City-wide Pools, and the Ranger Division.

Funding for the Golf Division office supplies was inadvertently allocated in the FY 02-03 budget to Account 6020 - Operating Supplies. This transfer will enable the proper procurement of office supplies from Account 6010 as required by the City Controller.

The fund transfers for the Aquatic Section will enable the purchase of uniforms, office and first aid supplies, and miscellaneous maintenance supplies. This transfer will accurately re-allocate funding that was appropriated for the Kids Swim Free Program. Additionally, a fund transfer is requested from the part-time salaries account to fund the removal of two obsolete lifeguard towers at Cabrillo Beach.

The fund transfer request for Facility Repair/City-wide Pools will allow for the procurement of necessary construction materials for the repair of fountains and pools by Department staff rather than contracting out this service.

The fund transfer for the Ranger Division will enable the proper procurement of necessary supplies for field operations including bolt cutters, snake hooks, and other field supplies.

This report was prepared by Glenn Robison.