

REPORT OF GENERAL MANAGER

NO.03-356

DATE November 5, 2003

C.D. \_\_\_\_\_

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: TRANSFER OF APPROPRIATION BETWEEN ACCOUNTS FOR CABRILLO MARINE AQUARIUM

J. Combs _____	J. Kolb _____
*A. Coroalles _____	B. Lukehart _____
L. Barth _____	R. Reyes _____
H. Fujita _____	

General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

It is recommended that the Board approve the transfer of appropriation between accounts within the Recreation and Parks Fund 302 as follows:

From:	Account 304 - Contractual Services	\$11,000
	Account 309 - Field Equipment Repair	\$ <u>3,000</u>

To:	Account 316 - Maintenance & Exhibit Supplies	\$14,000
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SUMMARY:

Account 316 is drawn upon by Cabrillo Marine Aquarium (CMA) throughout the year for the purchase of material and supplies for aquarium, exhibit, and facility maintenance. In the first quarter, more than 50 percent of account 316, approximately 80 percent of the funds allocated to this account, have been expended.

During this year of transition toward a building expansion almost doubling the Aquarium's size, CMA maintenance funding needs, especially for the sea water system, live marine animal care, and the facility are higher than usual. At the same time, support from Friends of Cabrillo Marine Aquarium (FCMA), which for many years has helped fill the gap between CMA maintenance needs and available City support by as much as \$30,000 a year, has declined substantially due to FCMA's own increased expenses and focus on programs and expansion.

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Account 304 - Contractual Services:

Funds in this account have been used for a personal services contract for exhibit design (\$11,600) and for microscope maintenance and some sea water system maintenance. This year, Proposition 12 Zoos and Aquarium Funds have been approved for exhibit design services.

Account 309 - Field Equipment Repair:

Funds from this account are reserved primarily for fire extinguisher maintenance, microscope repair, and other tools of the trade. No funds from this account have been expended to date, and the account likely will have a positive balance at year's end.

Prepared by Susanne Lawrenz-Miller, Director