

REPORT OF THE GENERAL MANAGER

NO. 04-191

DATE June 4, 2004

C.D. _____

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: REIMBURSEMENT OF SALARIES AND RELATED EXPENSES
RESOLUTION FOR FISCAL YEAR 2004 - 2005

K. Chan _____
J. Combs _____
H. Fujita _____
J. Kolb _____

M. Mariscal _____
F. Mok am
K. Regan _____
G. Stigile _____



General Manager

Approved _____

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board adopt a Resolution authorizing the City Controller to transfer expenditures for salaries and administrative expenses from the Department's budgetary accounts to the appropriate accounts in the Recreation and Parks Municipal Recreation Program Account, Fund 301 for Fiscal Year 2004 - 2005.

SUMMARY:

Fees are collected from participants to pay for additional programming in sports, classes, childcare, camping, special events, and additional hours of operation on a facility-by-facility basis. The salaries of the staff who run these programs are paid initially from the department's operating budget. Adoption of this resolution will authorize the Chief Accounting Employee to request the Controller to reimburse the department's budgetary accounts. Reimbursement comes from the Municipal Recreation Program Accounts into which the fees are deposited.

Report prepared by Rose Reyes, Departmental Chief Accountant