

REPORT OF GENERAL MANAGER

NO. 05-180

DATE June 15, 2005

C.D. ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: REIMBURSEMENT OF SALARIES AND RELATED EXPENSES FROM THE MUNICIPAL RECREATION PROGRAM FUND AND GRANT FUND - RESOLUTION FOR FISCAL YEAR 2005-2006

J. Combs \_\_\_\_\_  
H. Fujita \_\_\_\_\_  
S. Huntley \_\_\_\_\_  
B. Jensen \_\_\_\_\_

J. Kolb \_\_\_\_\_  
\*F. Mok FM \_\_\_\_\_  
K. Regan \_\_\_\_\_

  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATION:

That the Board adopt a Resolution authorizing the City Controller to transfer expenditures for salaries and related expenses from the Department's budgetary accounts to the appropriate Recreation and Parks Grant Fund accounts, Departmental Capital Improvement accounts, other Special Accounts, City General Fund Capital accounts for Departmental projects and to the Recreation and Parks Municipal Recreation Program Account, for Fiscal Year 2005-2006.

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.

The Department manages many capital improvement projects and grant programs which provide funds for salaries and related expenses. These funds are used to employ personnel who administer these projects. In addition, certain of these capital projects are constructed and/or installed by Department forces. Their salaries and related expenses are paid from the Department's budgetary accounts. It is necessary to transfer these expenditures to the

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appropriate accounts on a periodic basis so that the Department's budgetary accounts are not overspent. The yearly resolution will avoid the necessity of many separate Board action

Report prepared by Rose Reyes, Departmental Chief Accountant

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