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|---------------------------|-------------|
| Item .....                | 5           |
| Director's Report No..... | 10          |
| Meeting .....             | 2017 Nov 15 |

COMMISSION REPORT

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**TO:** CHAIR AND MEMBERS  
PARKS, RECREATION & CULTURE  
COMMISSION

**FROM:** DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

**SUBJECT:** 2017 PARKS, RECREATION AND CULTURAL SERVICES TRANSFER  
OF DONATIONS/SPONSORSHIP FUNDS TO RESERVES

**PURPOSE:** To request a transfer to Parks, Recreation and Cultural Services operating reserves.

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**RECOMMENDATIONS:**

1. **THAT** a transfer to Parks, Recreation and Cultural Services operating reserves of \$58,644.96 in donations be approved for use in future years.

**REPORT**

The donation program, officially known as the Presenting Burnaby Parks Gift Program, was approved at the 1990 November 07 Parks and Recreation Commission meeting. The program has been successful in providing new and replacement opportunities of benches, picnic tables, drinking fountains and trees throughout our park system. Donors are able to make contributions to various programs or areas such as youth or seniors as well as make a donation as a memorial. The program provides citizens an opportunity to show their generosity and appreciation for the parks and recreation facilities that they utilize.

In addition to the donations program, Parks, Recreation and Cultural Services receive sponsorship amounts for various events such as Giro di Burnaby. In most cases sponsorship agreements stipulate that funds in excess of current year expenditures may be used for future year events.

To: Parks, Recreation & Culture Commission  
From: Director Parks, Recreation & Cultural Services  
Re: Transfer of Funds to Reserves

..... Page 2

The Parks, Recreation and Cultural Services department requests a transfer to Parks, Recreation and Cultural Services operating reserves for the following donations received in excess of current year expenditures:

|                       |                  |
|-----------------------|------------------|
| Cultural Services     | \$ 2,475.25      |
| Golf Services         | 375.85           |
| Parks Services        | 39,597.05        |
| Recreational Services | <u>16,196.81</u> |
| Total Transfer        | \$58,644.96      |

It is recommended that the request to transfer \$58,644.96 to the reserves be approved so that funds can be used for future programs and projects in the specific areas.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

KM:tc

Attachment

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cc: Director Finance  
Asst. Director Finance, Budgets and Reporting

