

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE
COMMISSION

DATE: 2018 Nov 26

FROM: DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

**SUBJECT: 2019 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.

RECOMMENDATIONS:

1. **THAT** a transfer to Parks, Recreation and Cultural Services operating reserves of \$67,298 in donations be approved for use in future years.
2. **THAT** a transfer from Parks, Recreation and Cultural Services operating reserves of \$19,078 be approved for current year programs.

REPORT

1.0 INTRODUCTION

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 contribute 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.

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. This is an annual administrative process.

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From: Director Parks, Recreation & Cultural Services
Re: 2019 Transfer of Funds to Reserves

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Cultural Services	\$3,314
Recreation Services (Sponsorships)	\$5,209
Recreation Services (Donations)	\$8,604
Golf Services	\$471
Parks Services	<u>\$49,700</u>
Total Transfer to operating reserves	\$67,298

The Parks, Recreation and Cultural Services Department requests a transfer from Parks, Recreation and Cultural Services operating reserves for the following:

Parks Services	\$9,263
Recreation Services	<u>\$9,815</u>
Total Transfer from operating reserves	\$19,078

2.0 POLICY SECTION

The Presenting Burnaby Parks Donation Program is aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the plan

An Inclusive Community

- Create a sense of community

A Healthy Community

- Community involvement

Thriving Organization

- Financial viability

3.0 RECOMMENDATION

It is recommended that the request for an internal transfer of \$67,298 to the operating reserves be approved so that funds can be utilized for future programs and projects in the specific areas. It is further recommended that the request to transfer \$19,078 from the operating reserves for current year programs in the specific areas be approved.



Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

KM:tc
Attachment

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