

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE
COMMISSION

DATE: 2021 Dec 01

FROM: DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

**SUBJECT: 2021 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 \$11,545 in donations be approved for use in future years.
2. **THAT** a transfer from Parks, Recreation and Cultural Services operating reserves of \$8,288 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.

To: Parks, Recreation & Culture Commission
From: Director Parks, Recreation & Cultural Services
Re: 2021 Parks, Recreation and Cultural Services
Transfer of Donations/Sponsorship Funds to
Reserves

.....Page 2

Recreation Services	\$747
Cultural Services	\$650
Golf Services	\$14
Parks Services	<u>\$10,134</u>
Total Transfer to operating reserves	\$11,545

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

Recreation Services	\$2,910
Parks Services	<u>\$5,378</u>
Total Transfer from operating reserves	\$8,288

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.

Goal

- Thriving Organization –
 - Financial viability

3.0 RECOMMENDATION

It is recommended that the request for an internal transfer of \$11,545 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 \$8,288 from the operating reserves for current year programs in the specific areas be approved.



Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

:tp

cc: Chief Administrative Officer
Deputy Chief Administrative Officer
Asst. Director Finance, Budgets and Reporting