

**COUNTY OF SAN MATEO
APPROPRIATION TRANSFER REQUEST**

REQUEST NO.
APR 11 030

DEPARTMENT
PUBLIC WORKS

DATE
June 6, 2011

1. REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW:

C O D E S		AMOUNT	DESCRIPTION
FUND OR ORG.	ACCOUNT		
From Various	Various	314,672 00	See attached, Attachment A.
To Various	Various	314,672 00	See attached, Attachment A.

Justification. (Attach Memo if Necessary)

Receive donations from the San Mateo County Parks and Recreation Foundation for FY 2010/11 that are unanticipated revenue.

DEPARTMENT HEAD

BY: *[Signature]*

DATE
6-9-11

2. ☐ Board Action Required

☒ Four-Fifths Vote Required

☐ Board Action Not Required

Remarks:

COUNTY CONTROLLER

BY: *[Signature]*

DATE
6/9/11

3. ☐ Approve as Requested

☐ Approve as Revised

☐ Disapprove

Remarks:

COUNTY MANAGER

BY: *[Signature]*

DATE
6/16/11

DO NOT WRITE BELOW THIS LINE — FOR BOARD OF SUPERVISORS' USE ONLY

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

RESOLUTION TRANSFERRING FUNDS

RESOLUTION NO. 071509

RESOLVED, by the Board of Supervisors of the County of San Mateo, that

WHEREAS, the Department hereinabove named in the Request for Appropriation, Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request; and

WHEREAS, the County Controller has approved said Request as to accounting and available balances, and the County Manager has recommended the transfer of funds as set forth hereinabove:

NOW, THEREFORE, IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Manager be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this 28th day of June, 2011.

Ayes and in favor of said resolution:

Supervisors: DAVE PINE
CAROLE GROOM
DON HORSLEY
ROSE JACOBS GIBSON
ADRIENNE J. TISSIER

Noes and against said resolution:

Supervisors: NONE

Absent

Supervisors: NONE

[Signature]

**CHAIRMAN, BOARD OF SUPERVISORS
COUNTY OF SAN MATEO**

ATTEST:

[Signature]

Clerk of Said Board

**Certificate of Delivery
(Government Code Section 25103)**

I certify that a copy of the original document filed in the Office of the Clerk of the Board of Supervisors

San Mateo County has been delivered to the

President of the Board of Supervisors

[Signature]
Deputy Clerk of the Board of Supervisors

DISTRIBUTION:	
WHITE	— BOARD OF SUPERVISORS
GREEN	— CONTROLLER
CANARY	— COUNTY MANAGER
PINK	— DEPARTMENT
GOLDENROD	— TREASURER



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Department of Public Works



DATE: June 20, 2011
BOARD MEETING DATE: June 28, 2011
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: 4/5^{ths}

TO: Honorable Board of Supervisors

FROM: James C. Porter, Director, Department of Public Works

SUBJECT: Donations and In-Kind Gifts from the San Mateo County Parks and Recreation Foundation

RECOMMENDATION:

Adopt a Resolution:

1. Authorizing the acceptance of donations in the amount of \$339,672, of which \$25,000 was originally budgeted for coordination of volunteer services, and in-kind gifts for FY2011 from the San Mateo County Parks and Recreation Foundation in the amount of \$390,793; and
2. Approve an Appropriation Transfer Request in the amount of \$314,672 from Unanticipated Revenue to various Park funds.

BACKGROUND:

The San Mateo County Parks and Recreation Foundation (Foundation) raises funds and provides in-kind gifts for various improvements and programs in County Parks. Each year prior to the end of the fiscal year, the Board of Supervisors is asked to accept the Foundation's donations and in-kind gifts for the year.

DISCUSSION:

On June 2, 2011, the San Mateo County Parks and Recreation Commission reviewed the proposed donations and in-kind gifts from the Foundation for FY 2011 and unanimously recommended acceptance to the Board of Supervisors.

For FY 2011, the Foundation raised \$339,672 in cash donations and \$390,793 of in-kind services for various Parks Division projects and programs for a total of \$730,465. The Appropriation Transfer Request will increase the related revenue and expense budgets by \$314,672, from \$25,000 to \$339,672, to reflect the unanticipated donations received.

Unanticipated Revenue for FY 2010/11

• Coyote Point Recreation Area park improvements including irrigation and paving	\$250,000
• Student Conservation Corps Crews	\$48,222
• Associated one-time costs for Bill and Jean Lane Education Center	\$10,000
• Bay Conservation and Development Commission Promenade repair permit fees	\$3,200
• Wunderlich trails maintenance	\$1,500
• Bicycle Sunday	\$1,250
• Take-A-Hike	\$500
Total Unanticipated Donations	\$314,672

Budgeted Revenue for FY 2010/11

• Park Volunteer program and activities	\$25,000
Total Budgeted Donations	\$25,000

Total Unanticipated and Budgeted Revenue Donations **\$339,672**

In-Kind Gifts for FY 2010/11

• Completed exhibits for the Bill and Jean Lane Education Center at Edgewood Park and Natural Preserve	\$282,572
• Project management services for the Bill and Jean Lane Education Center at Edgewood Park and Natural Preserve	98,721
• Creekside Center for Earth Observation for restoration activities and monitoring at Edgewood Park and Natural Preserve	10,000
Total In-Kind Gifts	\$390,793

TOTAL DONATIONS AND IN-KIND GIFTS FOR FY 2010/2011 **\$730,465**

County Counsel has reviewed and approved the Resolution as to form.

Acceptance of the Foundation's donations and in-kind gifts contribute to the Shared Vision 2025 outcome of an Environmentally Conscious Community by providing financial and in-kind support for youth internships and volunteers in the parks, important maintenance and restoration projects, and improvements to park facilities.

FISCAL IMPACT:

Annual funding for the Parks' Volunteer Program comes primarily from the General Fund. The Foundation's annual contribution to this Program supplements the County's funding and enhances the Program. The full amount of donations to be received from the Foundation is not known at the time the budget is prepared. Therefore, the Appropriation Transfer Request represents the unanticipated revenue received which is greater than the amount budgeted.

Attachment A

Attachment to ATR #

11-030

<i>39700 39700</i>			
From	39321/2646 /	Gifts and donations	\$250,000
	39700/2646/80554 /	Gifts and donations	\$48,222
	39700/2646/40511 /	Gifts and donations	\$10,000
	39700/2646/40508 /	Gifts and donations	\$3,200
	39332/2646 /	Gifts and donations	\$1,500
	39334/2646/BIKES /	Gifts and donations	\$1,250
<i>39000</i>	39332/2646 /	Gifts and donations	\$500
To	<i>39700</i> 39700/5969 /	Other Miscellaneous Expenses	\$250,000 (Coyote Point Park Improvements)
	39700/5858 /80554 /	Contracts	\$48,222 (Student Conservation Corps Crews)
	39700/5969/40511 /	Other Miscellaneous Expenses	\$10,000 (One-time Land Education Center costs)
	39700/5969/40508 /	Other Miscellaneous Expenses	\$3,200 (Promenade BCDC permit fees)
	39332/5969 /	Other Miscellaneous Expenses	\$1,500 (Wunderlich Trails maintenance)
	39334/5969/BIKES /	Other Miscellaneous Expenses	\$1,250 (Bicycle Sunday)
<i>39000</i>	39110/5969 /	Other Miscellaneous Expenses	\$500 (Take-A-Hike)

Copy 6/19/11
TA
6/19/11

James RB 6-9-11
Department Head Approval Date

COUNTY OF SAN MATEO			REQUEST NO.
APPROPRIATION TRANSFER REQUEST			
DEPARTMENT			DATE
			June 6, 2011

1. REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW:

C O D E S		AMOUNT	DESCRIPTION
FUND OR ORG.	ACCOUNT		
From			See attached, Attachment A
To			See attached, Attachment A

Justification. (Attach Memo if Necessary)

Receive donations from the San Mateo County Parks and Recreation Foundation for FY 2010/11 that are unanticipated revenue.

DEPARTMENT HEAD	
BY: _____	DATE _____

2. ☐ Board Action Required ☐ Four-Fifth Vote Required ☐ Board Action Not Required

Remarks: _____

COUNTY CONTROLLER	
BY: _____	DATE _____

3. ☐ Approve as Requested ☐ Approve as Revised ☐ Disapprove

Remarks: _____

COUNTY MANAGER	
BY: _____	DATE _____

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BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA
RESOLUTION TRANSFERRING FUNDS

RESOLUTION NO. _____

RESOLVED, by the Board of Supervisors of the County of San Mateo, that

WHEREAS, the Department hereinabove named in the Request for Appropriation, Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request; and

WHEREAS, the County Controller has approved said Request as to accounting and available balances, and the County Manager has recommended the transfer of funds as set forth hereinabove:

NOW, THEREFORE, IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Manager be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this _____ day of _____, 20____

Ayes and in favor of said resolution:

Supervisors: _____

Noes and against said resolution:

Supervisors: _____

 Absent
 Supervisors: _____

ATTEST:

 Clerk of Said Board

 CHAIRMAN, BOARD OF SUPERVISORS
 COUNTY OF SAN MATEO