

MEMORANDUM

DATE: July 17, 2012

TO: City Council

THROUGH: City Manager Judie Zimomra

FROM: Recreation Director Andrea Miller

RE: Recreation Department Budget Amendment

Request for budget amendment of \$19,850 to be funded from fees generated by the recreation center. Current revenue generated from fees as of May 31, 2012 is \$427,347. The staff recommends the following allocation from the fund balance.

- Purchase of five additional spin bikes due to demand for cycling class (\$4250)
- Heron Room electrical wiring brought up to code based upon revised space usage (\$4750)
- New Year's Eve Fundraiser Event costs (\$7500)
- Electrical wiring and network cabling to relocate copier (\$650)
- Shades for Heron Room (\$2700)

CC: Finance Director Sylvia Edwards
MIS Director Bert Smith
City Attorney Ken Cuyler

