



"...meeting community needs...enhancing quality of life."

**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

1819 East Witzke Boulevard
Appleton, Wisconsin 54911-8401
(920) 832-5572 FAX (920) 993-3103
Email - dean.gazza@appleton.org

TO: Finance Committee

FROM: Dean R. Gazza

DATE: 6/25/2014

RE: Action: Request to approve updated policies for Energy Conservation/Sustainability, Facilities & Grounds Modifications and Furniture Management.

Please find attached updated policies for Energy Conservation/Sustainability, Facilities & Grounds Modifications and Furniture Management originally developed by the Facilities and Construction Department in 2007.

No major changes are being suggested to these policies. The changes recommended are to provide improved clarification, improved definitions and updates to reflect the department's new title in 2012 to Parks, Recreation and Facilities Management.

Overall, the policies have worked effectively to accomplish their specific purpose as listed in each policy and to support the City of Appleton's strategic plan, therefore I request your approval of the updated policies.

Please contact me at 832-5572 or at dean.gazza@appleton.org with any questions.