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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 7/9/2013

RE: Action Item: Approve the transfer of \$3,000 from the Mead Pool Pump House Roof Replacement CIP to the Tennis Court Renovation CIP.

The 2013 Capital Improvement Plan includes \$140,000 in funding for maintenance of tennis courts at Summit, Einstein and Green Meadows. The proposals for these projects exceeded the budgeted amount by \$1,347.33. I am requesting a transfer of \$3,000 of the \$15,640 in positive variance from the Mead Pool Pump House Roof Replacement CIP to fund this shortage. Though it is anticipated only \$1,347.33 will be required, I have requested a total of \$3,000 to cover any unforeseen circumstances.

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