

Memorandum

To: Finance Committee

From: Dean R. Gazza, Director of Parks, Recreation and Facilities Management

Date: September 3, 2014

Re: Action: Approve Additional Spending Authority for Universal Playground Special Revenue Fund

The Universal Playground in Appleton Memorial Park was constructed through a collaborative effort with interested community members and provided an accessible playground for the City of Appleton and the surrounding area. The development of the Universal Playground included a Memorandum of Understanding (MOU) that established an endowment for major maintenance and/or equipment upgrades to the playground. The MOU was executed in 2003 prior to construction of the playground in 2004. \$20,000 was deposited in the Universal Playground Special Revenue Fund in 2004 and has been used for the past 10 years to support the playground.

Section 3.06 of the MOU states, *“The Endowment will terminate on January 1, 2015. Any funds remaining in the Endowment at that time will be distributed to the Community Foundation for the Fox Valley Region, Inc.”* The balance of the special revenue fund is expected to be approximately \$7,600 at December 31, 2014. The 2014 budget authorized expenditures of \$2,500 for major maintenance and/or equipment upgrades.

The Parks, Recreation and Facilities Management Department is requesting additional spending authority of \$5,100 from the Universal Playground Special Revenue Fund (Business Unit 7180) for major maintenance and equipment upgrades to the Universal Playground in Appleton Memorial Park. This additional spending authority will allow the Department to expend all the funds in this special revenue fund for major maintenance and/or equipment upgrades before the termination of the fund on January 1, 2015.

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