



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

**PARKS, RECREATION & FACILITIES
MANAGEMENT**

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TO: Finance Committee

FROM: Dean R. Gazza

DATE: 10/15/2013

RE: 2013 Facilities Charges – Parks Department

During 2013, the cost to maintain the parks facilities is exceeding the amount allocated for facilities charges in the 2013 Budget, thus requiring a budget adjustment from other general fund facilities that are expected to end the year with a positive variance. The reason for this overage is an allocation that did not account for the maintenance of the aquatic facilities.

At the beginning of 2012, the Parks and Recreation Department was merged with the Facilities Management Department. The former Parks and Recreation Department included the cost of maintenance for the pool facilities separate from the other park facilities. I inadvertently did not include the maintenance for the pools in my allocation, thus the allocation was projected to low for 2013. This has been adjusted in the 2014 budget.

Even though we are able to reallocate funds from both City Center and the Municipal Services Building, it is important to note that no work was deferred from either site. At budget time, we do our best to allocate facilities charges based on the cost per square foot based on industry standards, history and upcoming projects. Each year we are over at some facilities and under at others. It is difficult to anticipate every priority that far in advance. Throughout the year, we prioritize the monies allocated for facilities charges where they are needed. In recognition of the continuing needs in the parks, we accurately reflect the actual facilities charges in the 2014 Parks & Recreation budget.

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