



DANE COUNTY DEPARTMENT OF WASTE & RENEWABLES

County Executive
Joseph T. Parisi

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Director
John Welch, PE

DATE: June 14th 2022
TO: Personnel & Finance Committee
FROM: Roxanne Wienkes

RE: Request Approval to Purchase Supplies for Hosting Staff Appreciation Celebration

The Department of Waste & Renewables requests approval to purchase related food items for a staff appreciation celebration.

The purpose of purchasing these items is to meet staff's needs to eat, support and connect with one another in a relaxed environment to celebrate and reflect on successes while identifying areas for growth.

The Department of Waste & Renewables respectfully requests an exception to Chapter 20, Expense Account Ordinance, for this event. Costs will not exceed \$1000 and Waste & Renewables has identified available funding from their SWADMPRJ 22087 Public Education-Recycling account.

Thank you for your consideration.

Roxanne Wienkes
Deputy Director
Dane County Department of Waste & Renewables