

Capital Project Worksheet

Directions:

Please complete all questions below and submit to Mike Thompson and Wayne Trawick for approval.  
If this project is approved, you must complete the Pre-Project Worksheet and Budget forms.

Submitted by: David Thompson

Date Submitted: 05/26/2017

Is this purchase listed on the capital projects plan in the approved budget? Yes

What amount is approved in the plan for this project? 11,500

In what year is this project shown to begin in the plan? 2017

Description of the project and why the project needs to be completed at this time.

We need an additional zero turn to mow before and during tournaments and the rest of the season

Can your job be performed without the completion of this project? Please explain below.

We have limited time between tournaments and not enough equipment for our employees to all be productive.

Will not completing this project cause a public safety issue? Please explain below.

No.

Do you expect to come in, at, or under budget on this project? Please explain below.

Below budget. We will only use \$9,500

Is there a grant associated with this project? no

If so please list below the grant amount and the match required by the City.

Approval by City Administrator

Mike Thompson  
Signature and Date

Approval by Council President

Wayne Trawick  
Signature and Date