

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: 06/13/2017

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

What amount is approved in the plan for this project? 25,000

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 to run tournaments at multiple locations and do not have enough transportation to get from park to park with all of the full-time employees. Workers are using their own vehicles. We also need a pickup truck with towing capability. We will retire a 1997 Ford Ranger that needs a transmission replaced

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

Employees have to use their own vehicles.

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.

Should come in or below budget after bids

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