Department New Request Form
Fiscal Year 2025

Program	**Public Works**	**Title of New Request:**	**Rank:** 2
Department	Parking		
Request Category	**Capital Outlay**	4-Wheeler	
Request Rating	**Efficiency**		
Department Goal	Organizational excellence	**# of FTE's in this request**	0.00

☐ 1. How will request assist in achieving Department Goal and benefit the customer

This 4-wheeler will help our maintenance team in performing snow removal throughout the winter on sidewalks and within lots, keeping the sidewalks safer and more accessible. This 4-wheeler will also allow our maintenance staff to perform landscaping tasks that previously would require us to hire a contractor, creating a cost savings for MPC.

2. What specifically is needed to achieve this goal?

One 4-wheeler with plow attachment.

3. Cost Impact of New Program:

Account #	Item	Qnty	Unit Cost	Requested One-Time	Requested Ongoing	FY 2025 Unfunded	FY 2025 Funded	Proposed FY 2026 Ongoing
				Ongoing Expenses				
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
				One-time Expenses				
7370.395.439000.940	4-wheeler	1	12550	12,550		12,550	—	
				—		—	—	
				—		—	—	
				—		—	—	
				—		—	—	
			Expense Sub-Total	**12,550**	**—**	**12,550**	**—**	**—**

Revenue Offset:

Account #		Revenue Description	Proposed Onetime Revenue	Proposed Ongoing Revenue
7370	E	Parking Revenues	12,550	
		Revenue Sub-Total	**12,550**	**-**

4. What sort of data will be used to report results and outcomes of request?

	Requested/Proposed Funding Source	
	One-time	**Ongoing**
Assessment	-	-
Non-tax	12,550	-
Fund Balance	-	-
Total	12,550	-

Time it takes for maintenance team to remove snow from sidewalks surrounding our parking facilities in the winter. Time it takes to remove debris from lots and landscaped areas with in lots. Cost savings for not having to contract out landscaping services during the spring, summer, fall.