

WARRANT ARTICLE REQUEST FORM

REQUESTING DEPARTMENT: **Recreation Department**

PURPOSE: (Describe the purpose of the request, i.e., what you wish to purchase or save for, etc.)

The intent of this Capital Reserve Request is for annual park maintenance and future infrastructure.

TOTAL COST OF ITEM: (i.e., purchase price estimate) **\$15,000**

AMOUNT REQUESTED IN THIS ARTICLE: **\$15,000**

Is this request to create a new Capital Reserve Fund?

YES

NO

If **YES**, specify the requested fund name: **Recreation Parks Maintenance and infrastructure capital reserve**

Will this request involve a withdrawal of monies from the existing Capital Reserve Fund during the budget year? **YES** **NO**

If **YES**, indicate how much money from the existing fund will be withdrawn and for what purpose? \$_____

Current Fund balance: \$_____

Is the withdrawal of monies from the existing fund for the purpose of equipment replacement? **YES** **NO**

If **YES**, please indicate the proposed usage or destiny of surplus equipment being replaced: (trade-in, disposal, advertise for bid, etc.)

Current inventory # of surplus equipment #_____

Current value of surplus equipment \$_____