Capital Project Request Form
City of Manitowoc

Select Request Type: Annual Capital Request

Department or Activity: DPI	Date of Submission: 2/7/14
Contact Person: Dan Koski	Phone#: 686-6911

Project Title: **Tennis Courts - Red Arrow**	Estimated Useful Life: _____
Department Priority (select one) **Desirable**	Purpose of Project Request (check one) ☐ New Item ☐ Replace Existing Item: List Age _____ ☐ Modify Existing Item
Will Request be part of another departments project? No ☑ Yes ☐ Department/Project	

Purpose of Expenditure (select one)   Scheduled Replacement

Description: Move funds allocated to Citizen Park Tennis Courts to Red Arrow Tennis Courts. MPU does not have funds budgeted for the replacement at Citizen Park. The Manitowoc Public Schools does not have funding for Red Arrow. By moving funds allocated to Red Arrow we can complete one tennis court improvement. We will rebudget for Citizen Park in 2015.

Cost & Recommended Sources of Funding: (Sources can be from sales of existing assets to offset cost of replacement)

Basis of Cost:
- Quote ○
- Other Project ○
- Bid ○
- Estimate ◉

Total Cost	$ 40,000.00		
Total Revenue	$		enter as – (neg)
Net Cost	$ 40,000.00		

Will there be additional costs in future years to complete this project? No ◉ Yes ○ Amount $

Net Effect on Operating Costs (+/-) of 'New' Asset for the first year after purchase.		Net Effect on Operating Costs (+/-) of 'Retaining' Existing Asset for another year.	
Direct Costs		**Direct Costs**	
Personnel	$	Personnel	$
Purchase of Service	$	Purchase of Service	$
Material/Supplies/Equip	$	Material/Supplies/Equip	$
Utilities	$	Utilities	$
Other	$	Other	$
Indirect Costs		**Indirect Costs**	
Other	$	Other	$
Total	$ 0.00	**Total**	$ 0.00

Finance Department Use:
Account Assigned to Project: _____ - _____ - _____
Approval sent to Contact Person: initials _____   Date _____ / _____ / _____

Approve Transfer $40,000 from

(CP
Tennis
courts) to Red Arrow Tennis Courts

W/ Cost Sharing from MPSD

TOTAL Red Arrow Project Cost $150,000
W/ MPSD funding $40,000 Leaving $110,000

City Share.

Aye	Nay
J. Dick	