

17 - 0464

MEMO

Date: 5-5-17

To: PI Committee

From: Chad Scheinoha

Re: Request for support/approval of Cemetery Gator purchase

Current policy requires recommendation from CAWG and Cemetery commission and then approval from Public Infrastructure Committee to purchase equipment with perpetual care fund dollars and donation tube dollars.

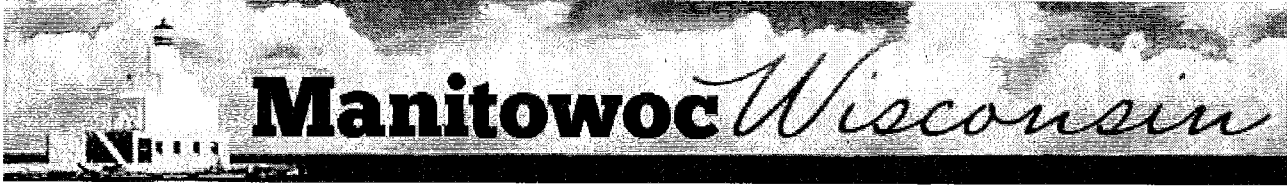
After a recent rapid improvement event that was started from an idea on the cemetery idea board, the action plan adopted recommends the purchase of a new gator for the cemetery and an upgrade of the gator at the zoo. This would be funded by the cemetery perpetual care fund and zoo donation tube. There are also possible funds that may be generated from old cemetery equipment sales this summer that could total \$2,000.00.

Many different options including other equipment and rentals were reviewed and considered.

Having a second gator at the cemetery will result in significantly more production vs. manual labor with wheel barrels up and down the narrow rows.

Chad Scheinoha
Operations Division Manager

Capital Project Request Form



Request Type:

Department:

Date:

Title of Request:

Department Priority

Linked to another project?
 Yes
 No

Project Request is: New
 Replacement
 Modification

Estimated Useful Life:

This is a limited field, please attach documents for more detail.

Description:

Basis of Cost: Quote
 Bid
 Estimate

Total Cost

Revenue (if any) Net Cost

Will there be additional costs in future years to complete this project?
select one: Yes If yes, amount?
 No

Finance Dept: Account Sent to Dept:

Action: