

**Department New Request Form
Fiscal Year 2026**

Program	Public Safety	Title of New Request:	Rank: 4
Department	Parking	Trailer	
Request Category	Capital Outlay		
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 trailer will allow my maintenance team to more efficiently remove snow from our lots and structures. With our efforts to improve utilization in our lots and structures, we have increased the number of leases sold. More cars are showing up each day to use the parking facilities. Piling snow long-term in spaces takes spaces from cars. Additionally, snow piles lead to concrete degradation in lots and structures. It is best practice to remove snow and not to store it. Trailers are used to remove snow.

2. What specifically is needed to achieve this goal?

1 trailer -\$11,854.00 per quote from Western States Trailer and Auto

3. Cost Impact of New Program:

Account #	Item	Qty	Unit Cost	Requested One-Time	Requested Ongoing	FY 2026 Unfunded	FY 2026 Funded	Proposed FY 2027 Ongoing
Ongoing Expenses								
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
					—	—	—	
One-time Expenses								
7370.395.439000.940	Equipment	1	11854	11,854		11,854	—	
				—		—	—	
				—		—	—	
				—		—	—	
				—		—	—	
Expense Sub-Total				11,854	—	11,854	—	—

Revenue Offset:

Account #	Revenue Description	Proposed Onetime Revenue	Proposed Ongoing Revenue
7370	E Parking Revenues	11,854	
Revenue Sub-Total		11,854	—

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

N/A	Requested/Proposed Funding Source		
		One-time	Ongoing
	Assessment	—	—
	Non-tax	11,854	—
	Fund Balance	—	—
	Total	11,854	—