

**Department New Request Form**  
**Fiscal Year 2026**

<p><b>1. How will request assist in achieving Department Goal and benefit the customer</b></p>	
<p>In order to maintain quality service levels and create a safe working environment for staff, the Public Works Streets division would like to purchase 2 reader boards (\$20,000 ea) and an additional mill head for existing equipment (\$28,000). The reader boards will be used frequently for providing public notice in advance and during paving projects on arterial and collector streets requiring traffic detours. The reader boards can also be used for public notification for disaster response. During the recent wind storm event readers boards were essential for safely directing traffic around hazardous street locations due to downed trees and power lanes. When Streets Division used reader boards in the past they had to be borrowed from MDT when available or rent them. Renting readers boards locally costs \$1,250 per week or \$3,900 per month if available. Streets Division has two skid steers capable of running a mill head, but have only one (1) mill. An additional mill would greatly reduce prep time for paving projects and provide back up in the event of break downs.</p>	

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								
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One-time Expenses								
2512.320.430230.940	Reader Board	2	20000	40,000		40,000	—	
2512.320.430230.940	Mill Head	1	28000	28,000		28,000	—	
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Expense Sub-Total				68,000	—	68,000	—	—

4. What sort of data will be used to report results and outcomes of request?	Requested/Proposed Funding Source		
		One-time	Ongoing
	Tax or Assessment	-	-
	Non-tax	-	-
	Fund Balance	68,000	-
	Total	68,000	-