

**Department New Request Form
Fiscal Year 2026**

Program

Title of New Request:

Rank:

Department

Request Category

Request Rating

Department Goal

of FTE's in this request

1. How will request assist in achieving Department Goal and benefit the customer

We are being more proactive with our notifications, communication and engagement efforts with respect to MRA projects. For example, we plan to do several mailings to property owners/residents regarding the north MRL property redevelopment planning process and the Southgate Crossing property behind Bob Wards. Other opportunities for public engagement include Library block redevelopment and future NRSS URD master plan update.

2. What specifically is needed to achieve this goal?

Additional funds are needed in our communications budget to fund the notifications to property owners/residents of upcoming public meetings and engagement opportunities.

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								
7393.385.470210.310	Communications	1	5000		5,000	5,000	—	—
					—	—	—	—
					—	—	—	—
					—	—	—	—
					—	—	—	—
					—	—	—	—
					—	—	—	—
					—	—	—	—
One-time Expenses								
				—		—	—	—
				—		—	—	—
				—		—	—	—
				—		—	—	—
				—		—	—	—
				—		—	—	—
Expense Sub-Total				—	5,000	5,000	—	—

Revenue Offset:

Account #	Revenue Description			Proposed One-time Revenue	Proposed Ongoing Revenue
7393.000.311000.00	F	Tax Increment			5,000
Revenue Sub-Total				—	5,000

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	—	5,000
Total	—	5,000