Department New Request Form
Fiscal Year 2022

Program	**Development Services**	***Title of New Request:***	***Rank:***	4
Department	Building			
Request Category	**Baseline Adjustment**	Telephone Service Upgrade (contractual)		
Request Rating	**Maintain Level of Service**			
Department Goal	Promote equitable development and a resiliant, sustainable community.			

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

The Building Deparment is scheduled for necessary upgrades to the communications contract for mobile cellular devices, ensuring they can respond swiftly to the development community and support the timely review of development activity through scheduled inspections.

2. What specifically is needed to achieve this goal?

Allocation of Building Funds to upgrade the contract.

3. Cost Impact of New Program:

Account #	Item	Qnty	Unit Cost	Requested One-Time	Requested Ongoing	FY 2022 Unfunded	FY 2022 Funded	Proposed FY 2023 Ongoing
Ongoing Expenses								
2394.310.420500.344	Telephone Service Upgrade	1	5000		5,000	5,000	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
					-	-	-	
One-time Expenses								
				-		-	-	
				-		-	-	
				-		-	-	
				-		-	-	
				-		-	-	
			Expense Sub-Total	**-**	**5,000**	**5,000**	**-**	**-**

Revenue Offset:

Account #		Revenue Description	Proposed Onetime Revenue	Proposed Ongoing Revenue
2394	N	This cost is fully reimbursed by the building fund.		5,000
		Revenue Sub-Total	**-**	**5,000**

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

Results will be determined by functional techology that allows the team to perform service and communicate with customers without delay.

Requested/Proposed Funding Source

	One-time	Ongoing
Tax or Assessment	-	-
Non-tax	-	**5,000**
Fund Balance	-	-
Total	-	**5,000**