

# City of Timberlake, Washington

## Capital Improvement Plan

### PROJECT SUMMARIES

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#### Administration

##### Upgrade Accounting System

\*ADM-18-002

**Description:** Upgrade the Accounting and Financial Reporting System. Need to contract with computer consultant. Installation may take up to 6 months, with additional training necessary.

**Justification:** Old system does not support additional mandated capabilities for tax and other reporting. IBM AS/400S will now support this system, so makes sense to move it over.

**Budget Impact:** Additional consulting service costs can be anticipated.

##### New Copy Machine

\*ADM-19-001

**Description:** Purchase Xerox 5500-E color copy machine. Maintenance agreement will be included.

**Justification:** Current black and white copier does not meet needs of the city. New machine will save time and costs in bringing materials to Copy Center for duplication (especially large documents).

**Budget Impact:** Minimal added cost.

##### Website Upgrade

\*ADM-20-001

**Description:** Upgrade design of website to accommodate new functionality and needs.

**Justification:** Current website is experiencing issues when upgrading software and cloud functionality. New features will be incorporated to increase resident input to municipal processes. Consultant will be engaged to complete the work.

**Budget Impact:** None.

#### Fire Department

##### Women's Locker Room Addition: Fire Station #1

\*F-18-003

**Description:** This project would require hiring of an architect to design and addition to Fire Station #1. It would involve hiring a construction firm to build and addition on the west side of the building. Will include a Women's locker room, shower facilities and restroom.

**Justification:** Fire Station #1 was designed and constructed for the exclusive use of male firefighters. There is one small (4x6) women's public restroom and no shower facility for women to use. The showers are located in the men's restroom along with the men's locker room. We would like to accommodate our women firefighters/paramedics of the future by preparing the facility for their needs. Additionally, State regulations are anticipated in this area, requiring such facilities.

**Budget Impact:** Some additional maintenance and utility costs.

##### Fire Sprinkler System: Fire Station #1

\*F-18-004

**Description:** This project would involve the installation of an automatic commercial fire sprinkler system in Fire Station #1 (including the present structure and any additional portions of the Station).

**Justification:** Fire Station #1 currently has no fire sprinkler system. With the addition of the Women's Locker Room, the addition of a sprinkler system would be required by Fire Code. We would also be setting a good example to the rest of the community.

**Budget Impact:** None.