

Capital Expenditure Committee
Wednesday, August 21, 2013
Second Floor Conference Room

1. Review and approve minutes of July 17, 2013
2. Discussion of Capital Asset Management Software features and reporting
 - a. Logging In
 - b. Review of Tabs
 - i. Asset tab
 - ii. Funding tab
 - iii. Budget tab
 - iv. Project tab
 1. Review of Date Fields
 2. How Projects “Move” Through the System
 - v. Reporting tab
 1. Standard Reports
 2. Fiscal Plan Report
 3. Excel Reports
 4. Funding Specific Reports (i.e., CPA, Chapter 90, etc.)
3. Review Draft Schedule
4. New Business
5. Next Meeting Date
6. Adjournment