



**TO:** Mayor Shaun Sipma  
Members of the City Council

**FROM:** David Lakefield, Finance Director

**DATE:** September 3, 2019

**SUBJECT:** CITYWIDE ASSET MANAGEMENT SOFTWARE (4423)

**I. RECOMMENDED ACTION**

1. Recommend approval for the first reading of the budget amendment to move the citywide asset management software out of the equipment purchase capital fund into the general fund engineering department accounts.
2. Authorize the Mayor to sign the budget amendment.

**II. DEPARTMENT CONTACT PERSONS**

David Lakefield, Finance Director	857-4784
Sue Greenheck, Comptroller	857-4773

**III. DESCRIPTION**

A. Background

A budget amendment is required to move the citywide asset management software from the capital fund into the general fund as it does not meet the City policy for a capital purchase. The expenditure and revenue will be decreased for the equipment purchase capital fund and increased in the general fund engineering department applicable accounts.

B. Proposed Project

N/A

C. Consultant Selection

N/A

**IV. IMPACT:**

A. Strategic Impact:

N/A

B. Service/Delivery Impact:

N/A

C. Fiscal Impact:

N/A

**V. ALTERNATIVES**

N/A

**VI. TIME CONSTRAINTS**

N/A

**VII. LIST OF ATTACHMENTS**

A. Budget Amendment