



TO: Mayor Shaun Sipma
Members of the City Council

FROM: Paul Ulrickson, IT Manager – Network and Communications

DATE: February 11, 2020

SUBJECT: NETWORK SWITCH UPGRADE (IT0018)

I. RECOMMENDED ACTION

1. Recommend approval for the first reading of the budget amendment to move the network switch upgrade out of the Equipment Purchase Capital Fund into the General Fund Information Technology Department accounts.
2. Authorize the Mayor to sign the budget amendment.

II. DEPARTMENT CONTACT PERSONS

David Lakefield, Finance Director	857-4784
Paul Ulrickson, IT Manager	857-4172

III. DESCRIPTION

A. Background

A budget amendment is required to move the network switch upgrade 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 Information Technology 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