

Information Technology  
Support Services Committee Meeting  
April 24, 2020  
Information Submitted by: Michael Colvin

Action Agenda/New Business

**Request Resolution:**

Transfer \$195,000 from Computer Reserve fund:

Information Technology A.1680 220.1      \$95,000

**Rationale:**

Anticipated cost in budget for Microsoft Office License upgrades. Upon checking with the Treasurer, it was determined that putting this expense off will not help with any budget issues that may arise this year due to the fact the money is in a reserve fund.

# **RESOLUTION REQUEST FORM NO. 20**

## **MISCELLANEOUS**

***\*Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.  
Please attach any backup information available and be as detailed as possible.***

**DEPARTMENT NAME: Information Technology**

**DATE: April 24, 2020**

- (a) Purpose of Request: **To appropriate funds from the Computer Reserve Fund to departmental budgets to purchase computers and related equipment and software.**
- (b) Details:  
**Information Technology    A.1680 220.1            \$95,000**
- (c) Previous Resolution Number: **N/A**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount: **A.895.00 Computer Reserve Fund**

**Sample: A.8021 470 Planning & Community Development – Contract**

\* as listed in budget and LOGOS