



# TOWN COUNCIL COMMUNICATION

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**DATE** November 21, 2023

**FROM:** Shannon Montgomery, Town Secretary

**AGENDA ITEM:** Discuss and consider utilizing Court Technology Restricted Funds for the purchase of a court laptop and related equipment in an amount not to exceed \$3100.

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**SUMMARY:**

The Court Clerk needs a new computer and Council approval is needed to use the Court Technology Restricted Funds. Staff would like to use the Court Technology Restricted Funds to purchase a new laptop setup for the Court Clerk.

Utilizing a laptop setup, the Court Clerk will be able to use her laptop during Court, travel while attending training seminars, and have in case of inclement weather.

**FISCAL INFORMATION:**

|   |                    |
|---|--------------------|
| Current balance of Account 220-1000 Consolidate Cash Equity – Court Technology: | \$26,914.37        |
| Proposed Laptop Configuration   | \$3,089.99         |
| Remaining Balance:  | <u>\$23,824.38</u> |

**RECOMMENDED MOTION OR ACTION:**

Staff recommends approval of utilizing Court Technology Restricted Funds for the purchase of a court laptop and related equipment in an amount not to exceed \$3100.

**ATTACHMENTS:**

None.