

OFFICE OF
PLANNING, ZONING AND
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MEMORANDUM

Date: May 2, 2024
To: Deadwood Historic Preservation Commission
From: Kevin Kuchenbecker, Planning, Zoning and Historic Preservation Officer
Re: Purchase of two HP laptops for Coordinator positions

The Planning, Zoning and Historic Preservation Officer is requesting new laptops be purchased for the Historic Preservation Coordinator and the Zoning Coordinator. Staff have received a quote from Golden West for two new laptops and installation for a cost of \$3,738.00 with the expense being split between the Historic Preservation equipment budget and Planning and Zoning equipment budget.

Recommended Motion:

Move to recommend to the City Commission to purchase two new laptops for the Historic Preservation Coordinator and Zoning Coordinator from Golden West for the cost not to exceed \$3,738.00 with the cost being split out between Historic Preservation equipment budget and Planning and Zoning equipment budget.