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## MEMORANDUM

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**TO:** HONORABLE MAYOR AND CITY COUNCIL  
**FROM:** JOSHUA TETZLAFF, CITY ADMINISTRATOR  
**SUBJECT:** CITY SERVER UPGRADES  
**DATE:** MARCH 12, 2025

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Five years ago, the City used COVID relief funds to make many upgrades across the City, including making technology more accessible through laptops for employees and upgrading servers to handle increased data loads. With all of the equipment being purchased at one time, it put the City in a tricky position of the equipment all passing its general shelf life at the same time. To that end, Ken Ondich and I have been working with CTS on a plan for getting the City's equipment on a cycle so that not everything is replaced at once, and to ensure that year over year planning is done for larger purchases in the future and budgets the last few years reflect these upgrades.

Last year, the City began replacing some of the equipment and will continue doing so over the next few years. One of the major upgrades that is needed is an upgrade to the servers. The primary driver on this upgrade is that the servers will be five years old in July. While that doesn't sound like they are that old, in the tech world, equipment ages quickly. Standard warranty length on servers is about four years. After that, additional warranties need to be purchased. Last year, the City spent about \$5,000 to purchase an additional year of warranty for its three servers to extend their lives. Speaking with CTS, a warranty for another year from the manufacturer is currently quoted at about \$10,000 for the three servers and will likely continue to exponentially increase year over year. Even under warranty, should a server fail, there would still be potentially significant downtime between when CTS can arrive, get the City on temporary servers, order the needed parts, and then get the City back up on its own servers.

The servers that CTS is now recommending have many advantages to the servers the City now uses, including the ability to be easily upgradable for more space as well as the ability to support each other to leave very little, if any, downtime should a server go down. The servers would work together to keep staff and City data working.

The servers being recommended are almost \$40,000 cheaper than the initial planned upgrades when servers were being discussed during the budget process in the fall. This decrease is due to a different server option being recommended as CTS continues to adapt to the City's needs. This new option, according to CTS, will better serve the City and at a less expensive cost.

### **Recommendation**

Staff recommends proceeding with the quote from CTS to upgrade the City's servers.