

**CITY OF SHEBOYGAN
RESOLUTION 171-23-24**

BY ALDERPERSONS MITCHELL AND FILICKY-PENESKI.

MARCH 4, 2024.

A RESOLUTION authorizing the Finance Director to complete a 2024 budget amendment to cover the costs of transitioning the City's current Microsoft Office products to Microsoft Office 365.

WHEREAS, the City of Sheboygan currently utilizes an on-premise exchange server and associated Microsoft Office products; and

WHEREAS, the current Microsoft products the City utilizes will see the end of support over the next two years which would result in the need to upgrade current hardware and software; and

WHEREAS, a transition to Microsoft Office 365 will allow for enhanced collaboration, increased flexibility and accessibility, automatic updates and cost efficiency; and

WHEREAS, there has been an accumulation of reserve funds in the IT Fund to assist with the costs associated with this transition; and

WHEREAS, IT staff believes that the benefits of transitioning to the Microsoft Office 365 products are significant and should be completed as soon as possible.

NOW, THEREFORE, BE IT RESOLVED: That the Finance Director is authorized to make the following 2024 budget amendment to fund the costs associated with the transition to Microsoft Office 365:

INCREASE:

Info Tech Fund – IT – Fund Equity Applied (Acct. No. 713-493000)	\$75,000.00
Info Tech Fund – IT – Software Maintenance (Acct. No. 713170-563122)	\$75,000.00

BE IT FURTHER RESOLVED: That the Finance Director is authorized to pay for the three-year contract utilizing the on-hand cash balance to record a prepaid expense for future years of the contract.

PASSED AND ADOPTED BY THE CITY OF SHEBOYGAN COMMON COUNCIL

Presiding Officer

Attest

Ryan Sorenson, Mayor, City of
Sheboygan

Meredith DeBruin, City Clerk, City of
Sheboygan