

Town of Windsor

Memorandum

September 12, 2017

TO: The Honorable Mayor and Town Council
FROM: Michael Stallings, Town Manager *MS*
SUBJECT: Financial Software Conversion

As you know, we have been working with Tyler Technologies to implement their Munis financial software for some time now. We anticipate the conversion to Munis to be complete this year.

Last fiscal year Council appropriated the funds to cover the total cost of the conversion to Munis. As we did not complete the conversion in last fiscal year, the remaining funds have gone into the Unappropriated Fund Balance of the General Fund. As such, we must appropriate them so that we can continue this project.

The remaining amount of funds is \$123,800. I have enclosed a resolution that appropriates these funds so that we may continue this project.

I recommend that Council adopt the enclosed resolution.

Recommended Motion

Move that Council adopt the resolution entitled:

A Resolution Appropriating The Sum Of
\$123,800 From The Unappropriated Fund
Balance Of The General Fund To The 2017-18
General Fund Operating Budget

Resolution

A Resolution Appropriating The Sum Of \$123,800 From The Unappropriated Fund Balance Of The General Fund To The 2017-18 General Fund Operating Budget

WHEREAS, the Town Council of the Town of Windsor decided to proceed with the conversion of its financial software to Tyler Technologies Munis platform, and;

WHEREAS, the conversion to the Munis software will allow for easier use, more interaction between departments, and access to tax information by the general public, and;

WHEREAS, the Town Council appropriated funds in the 2016-17 fiscal year with only a portion of the appropriated funds being spent in 2016-17 fiscal year, and the remaining work to be done totals \$123,800

WHEREAS, these funds rolled over into the General Fund Fund Balance at the end of the 2016-17 Fiscal year, and must be appropriated to complete this project, and;

NOW, THEREFORE BE IT RESOLVED by the Council of the Town of Windsor, Virginia as follows:

Section 1. That the sum of \$123,800 from the Unappropriated Fund Balance of the General Fund, be, and the same hereby is, appropriated to the Financial Software Upgrade line item in the 2017-18 General Fund Operating Budget:

Section 2. The Town Manager is hereby authorized and directed to continue to do all things necessary to complete this project.

Section 3. This resolution shall be in effect on and after its adoption.

Adopted: September 12, 2017

TESTE:

Town Clerk