



STAFF REPORT: 2025 Replacement Reserve Fund Project - Workstations – All (A),

BOARD ACTION:

By Motion:

The Board of Directors authorizes the expenditure of the 2025 budgeted Reserve Replacement Fund component - Workstations – All (A), not to exceed \$85,930.81.

BACKGROUND:

The Reserve Replacement component, Workstations – All (A), is designated for upgrading or replacing staff workstations. These upgrades are essential to ensure employees can perform their roles effectively. This component was approved during the 2025 budget process.

This staff report is prepared for board consideration because the expense exceeds \$50,000, requiring Board of Directors authorization for expenditures beyond budget approval, as per Resolution 2016-9.

DISCUSSION/ANALYSIS:

Workstations are replaced and updated throughout Tahoe Donner as needed; however, Microsoft will end support for Windows 10 on October 14, 2025. This means it will no longer provide security updates or technical assistance for workstations running Windows 10. This requires all workstations to be evaluated for replacement or operating system upgrades.

Approval of the Workstations – All (A) Reserve Replacement component allows for the following:

- Updated and upgraded workstation equipment
- Up-to-date and in compliance with IT security
- Replacement of old systems with new, reliable equipment

FISCAL IMPACT:

Workstations All (A) is funded in the Replacement Reserve Fund. The Board of Directors approved the 2025 Replacement Reserve Fund budget for this component for \$85,930.81 during the annual budget process. The projected expenditure is within the approved budget.

RECOMMENDATION:

The recommended board action is as follows:

By Motion:

The Board of Directors authorizes the expenditure of the 2025 budgeted Reserve Replacement Fund component Workstations – All (A), not to exceed \$85,930.81.

Alternative(s) the Board may consider:

No alternative is suggested.



Prepared by: Nicole Ladd, IT Manager

Reviewed by: Miah Cottrell, Director of IT

Reviewed by: Jon Mitchell, Director of Capital Projects and Facilities

Reviewed by: Annie Rosenfeld, General Manager

Board of Directors Meeting: March 28, 2025