

## **RE: Budget Amendment for IT Services**

### **Background:**

As the City of Nixa continues to grow rapidly, our operational needs and reliance on technology are increasing across all departments. To ensure we are positioned for continued success, we must partner with an IT provider capable of growing with us and adapting to the ever-evolving demands of government technology.

With that in mind, staff initiated a review of our current IT provider as well as other potential service providers. This evaluation focused on identifying a partner that could offer long-term support and innovation tailored to our municipal needs.

### **Analysis:**

Through this evaluation process, staff identified Forward Slash as a provider that not only meets our current needs but is also well-equipped to scale with us in the future. Forward Slash has extensive experience working with municipalities and possesses expertise in several key areas critical to our operations—including the specialized technology needs within the police department, public works, and utility billing.

Forward Slash's managed IT services offer a comprehensive solution that ensures system reliability, cybersecurity, and technical support tailored to each department. The proposed contract, that will also be before Council for approval, includes both an annual managed services agreement and a one-time onboarding cost to ensure a seamless transition from our current provider.

To move forward with this transition, staff is requesting a budget amendment in the amount of \$246,674.19. This amount will be allocated across the relevant departments. Of the total, \$28,059.43 accounts for a one-time onboarding fee, with the remainder covering the annual cost of managed services.

In accordance with Section 3.11(f) of the Nixa Home Rule Charter, this budget amendment is being submitted as an emergency ordinance, which will allow both readings and final passage to occur at the same meeting. The emergency designation is warranted for the following reasons:

- The City must have the new IT company onboarded prior to the start of major construction projects, including the new police department and the City Hall remodel, to ensure that all technology infrastructure and recommendations are integrated into those projects from the outset.

- Demolition for the City Hall remodel has already begun, with construction set to begin any time now.
- The Request for Proposals (RFP) for the new police department has already been issued, and a construction company will be selected in the near future.
- Immediate network upgrades and cybersecurity enhancements are critical to maintain the integrity and protection of our systems, which cannot be delayed without potential risk to City operations.

### **Recommendation:**

Staff recommends the approval of the resolution authorizing the budget amendment in the amount of \$246,674.19 to fund the transition to Forward Slash for managed IT services. This strategic move will better align our technology infrastructure with the growing and evolving needs of our organization.

### **MEMO PREPARED BY:**

**Jimmy Liles** | City Administrator

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1 **AN ORDINANCE OF THE COUNCIL OF THE CITY OF NIXA AMENDING THE 2025**  
2 **ANNUAL BUDGET IN THE AMOUNT OF \$246,674.19 TO APPROPRIATE FUNDS**  
3 **FOR INFORMATION TECHNOLOGY SERVICES; AND DECLARING AN**  
4 **EMERGENCY PURSUANT TO SECTION 3.11(F) OF THE CITY CHARTER.**

5  
6 **WHEREAS** Section 67.040 RSMo. provides that after a budget has been approved  
7 no increase in the revenues or expenditures from any fund shall be made unless the  
8 governing body adopts a measure setting forth the facts and reasons making the increase  
9 necessary and authorizing the increase; and

10  
11 **WHEREAS** Section 8.7 of the City Charter authorizes the City Council to amend  
12 budgeted revenues and expenditures upon the request of the City Administrator; and

13  
14 **WHEREAS** the City Administrator has requested a budget amendment in the  
15 amount of \$246,674.19, as reflected in "Council Bill Exhibit A," for the purposes  
16 referenced therein; and

17  
18 **WHEREAS** City Charter Section 3.11(f) authorizes the City Council to adopt an  
19 ordinance on the day of its introduction if it contains a declaration describing in clear and  
20 specific terms the facts and reasons constituting the emergency; and

21  
22 **WHEREAS** the Council finds and declares that the adoption of this Ordinance  
23 constitutes an emergency; and

24  
25 **WHEREAS** the City must have a new Information Technology provider onboard  
26 prior to the start of major construction projects, including the new police department  
27 building and the remodel of City Hall to ensure that the technology infrastructure and  
28 consultation of the provider can be integrated into these projects; and

29  
30 **WHEREAS** some of the work on these projects has already begun; and

31  
32 **WHEREAS** the solicitation process for the construction of the new police  
33 department has been issued and a construction company could be selected to complete  
34 that project soon; and

35  
36 **WHEREAS** the City has current and critical network and cybersecurity  
37 enhancements that cannot be delayed and once made will enhance the integrity and  
38 protection of the City's systems; and

39  
40 **WHEREAS** the City Council desires to amend the City's 2025 budget for the  
41 purposes identified herein.

42  
43 **NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF**  
44 **NIXA, AS FOLLOWS, THAT:**

**SECTION 1:** The City of Nixa's 2025 Annual Budget is hereby amended in the accounts and the amounts as shown on "Council Bill Exhibit A," which is attached hereto and incorporated herein by this reference.

**SECTION 2:** The City Council finds that the budget amendment enacted by this Ordinance has been recommended by the City Administrator. The City Administrator is directed to cause the appropriate accounting entries to be made in the books and records of the City to reflect the budget amendment enacted by this Ordinance.

**SECTION 3:** City Council finds and declares that the adoption of this Ordinance constitutes an emergency pursuant to Section 3.11(f) of the City Charter. The reasons for the emergency declaration are as follows: (1) the City must have a new Information Technology provider onboard prior to the start of major construction projects, including the new police department building and the remodel of City Hall to ensure that the technology infrastructure and consultation of the provider can be integrated into these projects; (2) some of the work on these projects has already begun; (3) the solicitation process for the construction of the new police department has been issued and a construction company could be selected to complete that project soon; and (4) the City has current and critical network and cybersecurity enhancements that cannot be delayed and once made will enhance the integrity and protection of the City's systems.

**SECTION 4:** This Ordinance shall be in full force and effect from and after its final passage by the City Council and after its approval by the Mayor, subject to the provisions of section 3.11(g) of the City Charter.

**ADOPTED BY THE COUNCIL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2025.**

ATTEST:

\_\_\_\_\_  
PRESIDING OFFICER

\_\_\_\_\_  
CITY CLERK

**APPROVED BY THE MAYOR THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2025.**

ATTEST:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY

City of Nixa, MO  
Budget Amendment

<u>Budget Amendment Amount</u>	<u>Fund</u>	<u>G/L Description</u>	<u>G/L Line #</u>	<u>Revenue Source</u>
\$15,417.14	11-General; Admin	Computer Services	11-100-5110503	Current
\$15,417.14	11-General; Communications	Computer Services	11-120-5110503	Current
\$15,417.14	11-General; Finance	Computer Services	11-130-5110503	Current
\$15,417.14	11-General; Legal	Computer Services	11-160-5110503	Current
\$15,417.14	11-General; HR	Computer Services	11-190-5110503	Current
\$15,417.14	11-General; Police	Computer Services	11-200-5110503	Current
\$15,417.14	11-General; Parks	Computer Services	11-400-5110503	Current
\$15,417.14	11-General; Plan & Dev	Computer Services	11-500-5110503	Current
\$15,417.14	11-General; Stormwater	Computer Services	11-600-5110503	Current
\$15,417.14	13-Streets; Streets	Computer Services	13-300-5110503	Current
\$15,417.14	13-Streets; Central Garage	Computer Services	13-350-5110503	Current
\$15,417.14	01-Electric	Computer Services	01-700-5110503	Current
\$15,417.14	02-Water; Water	Computer Services	02-800-5110503	Current
\$15,417.14	02-Water; Utility Billing	Computer Services	02-850-5110503	Current
\$15,417.14	03-Wastewater; WW	Computer Services	03-900-5110503	Current
\$15,417.14	03-Wastewater; Recycle	Computer Services	03-950-5110503	Current

Explanation: To amend the current budget of the City of Nixa to appropriate funds for new IT services provider.

This proposed Budget Amendment has been approved and requested by the City Administrator, pursuant to City Charter section 8.7.

\_\_\_\_\_  
Jimmy Liles, City Administrator

Authorized by Passage of Ordinance No. \_\_\_\_\_

Date of Passage: \_\_\_\_\_

Total Budget Amendments by Department Year to Date:

Electric	
Water	
Wastewater	
ARPA	
Admin	\$30,000 (net)
Legal	
Stormwater	\$36,500
Police	
Street	
Park	\$15,000
Planning & Development	
<b>TOTAL</b>	<b>\$81,500</b>