

Information Technology

TO

Lavon Phillips, Business Administrator

FROM

Christian David, Network Administrator

MONTHLY REPORT

July 2025

IT PERSONNEL

Christian David
Network Administrator

Anthony Jacob
Computer Technician

BUDGET DETAILS

5-01-20-140-000-029 Microsoft 365 G3 \$89,705.00

PROJECTS

- Microsoft Office 365 Renewal/Upgrade
- CivicPlus Redesigning Township Main website
- Soliciting Telephone Companies for quotes to replace our discontinued telephone and voicemail systems. Met with three vendors in person
- Just completed the CivicPlus Recreation Management System / Still working on getting all Community Pass subscribers onto this new system.
- Working with SDL to get the Clerk's Office up and running on this platform
- SDL Latency - Reconfigured DNS Server
- Working on getting the new Audio/Visual equipment in the main meeting room. DPW is getting all electrical outlets needed for this project.
- Panic buttons for selected offices and Door access Control
- Township App
- Cable TV Relocation in Senior Center
- Getting each department to check their webpages for any updates or modifications
- OPRA Email Search - KLDiscovery
- Maintaining and Populating the township website and Facebook page
- Ran several SDL, Primepoint and Verizon GPS reports for the Council President
- Continually assist the Planning Board and Zoning Board to project their exhibits up on the display board in the main meeting room and stream the meetings on Youtube including the Council Meetings

