

**FINANCIAL MANAGEMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: LATEX LARGE FORMAT PRINTER REPLACEMENT PROJECT**

**RECOMMENDATION:**

1. THAT Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$55,000 to finance a Latex Large Format Printer Replacement Project, as outlined in this report.

**REPORT**

The Financial Management Committee, at its meeting held on 2019 April 24, received and adopted the attached report requesting a Capital Reserve Fund Bylaw to finance the Latex Large Format Printer Replacement Project.

Respectfully submitted,

Mayor M. Hurley  
Chair

Councillor S. Dhaliwal  
Vice Chair

Copied to:	City Manager Director Finance City Solicitor Purchasing Manager Printshop Supervisor
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**TO:** CHAIR AND MEMBERS  
FINANCIAL MANAGEMENT COMMITTEE

**DATE:** 2019 April 10

**FROM:** DIRECTOR FINANCE

**FILE:** 7300-20

**SUBJECT:** LATEX LARGE FORMAT PRINTER REPLACEMENT PROJECT

**PURPOSE:** To request a Capital Reserve Fund Bylaw to finance the Latex Large Format Printer Replacement Project.

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**RECOMMENDATION:**

1. **THAT** the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$55,000 to finance a Latex Large Format Printer Replacement Project as outlined in this report.

**REPORT****1.0 INTRODUCTION**

The Printshop requires replacement of the existing large format printer as part of its equipment fleet. This printer is one of the most highly used equipment available in the Printshop's overall activities for the past several years. It allows for the printing of a variety of public service announcements, marketing and communication of upcoming City events, and safety messages for a diverse number of City departments and external customers. This printer has seen more than 600 individual work orders in 2018, and it is anticipated that the numbers will continue to grow in the coming years given the ease, efficiency and overall cost of this media vehicle. This project also serves to move from solvent based ink technology to latex for improved environmental health/safety considerations.

**2.0 POLICY SECTION**

The Latex Large Format Printer Replacement Project is aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the plan:

- A Thriving Organization
  - Reliable services, technology and information –  
Protect the integrity and security of City information, services and assets
  - Technology and innovation –  
Support technology development and innovation to empower staff and to advance community objectives

To: Financial Management Committee  
From: Director Finance  
Re: Latex Large Format Printer Replacement Project  
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### **3.0 LATEX LARGE FORMAT PRINTER REPLACEMENT – (CBY.0009) – \$55,000**

The Latex Large Format Printer Replacement Project is estimated to cost \$55,000. The purchase of the equipment is expected to be completed in 2019.

These expenditures will be included in the 2019 – 2023 Provisional Financial Plan and sufficient Capital Reserve Funds are available to finance the capital project outlined in this report.

### **4.0 RECOMMENDATION**

It is recommended that the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$55,000 to finance a Latex Large Format Printer Replacement Project as outlined in this report.



Noreen Kassam, CPA, CGA  
DIRECTOR FINANCE

NK:GC:JP /ml

Copied to: City Manager