



GRAND VALLEY

Town of Grand Valley Operating Budget 2025

Administration

Approved:

- 2.7% COLA on employment earnings
- Revised pay grid

Annual Expenses presented January 28:

- Other staff wages and benefits, Seminars and workshops
- Bank fees, copying and postage
- Computer expenses = financial software subscription, Office 365, Adobe, Antivirus, GIS software (mapping), I.T. Support costs
 - o Budget increase due to requirement to upgrade our aging server, firewall and cyber security, along with online services for interaction between the property tax system and the public.
- Audit fees: slight increase due to need to finalize some Asset Management items from 2023, to clean up audit procedures and then proceed with 2024 audit
- Consulting fees
 - o Human Resources consulting services are required each year
 - o Financial consulting services during gap in staffing

Second Draft -

Revisions and Additional Information:

Information Technology 1-4-1250-2130 – increased from \$100,000 to \$150,000

- Firewall upgrade \$65000:
 - A firewall is a computer network security system that restricts internet traffic in to, out of, or within a private network.
 - This software or dedicated hardware-software unit functions by selectively blocking or allowing data packets. It is typically intended to help prevent malicious activity and to prevent anyone—inside or outside a private network—from engaging in unauthorized web activities.
 - Firewalls can be viewed as “gated borders” or “gateways” that manage the travel of permitted and prohibited web activity in a private network. The term comes from the

concept of physical walls being barriers to slow the spread of fire until emergency services can extinguish it. By comparison, network security firewalls are for web traffic management — typically intended to slow the spread of web threats.

Firewalls create 'choke points' to funnel web traffic, at which they are then reviewed on a set of programmed parameters and acted upon accordingly. Some firewalls also track the traffic and connections in audit logs to reference what has been allowed or blocked.

Firewalls are typically used to gate the borders of a private network or its host devices. As such, firewalls are one security tool in the broader category of user access control. These barriers are typically set up in two locations — on dedicated computers on the network or the user computers and other endpoints themselves (hosts). (from <https://www.kaspersky.com/resource-center/definitions/firewall>)

In Grand Valley, our firewall secures data coming in from the internet for financial transactions and for applications containing personal and sensitive information, and prevents hacking to gain access to our personal data (property ownership details, property tax accounts, accounts payable and receivable, email, etc.). The Town's current firewall is long overdue for upgrade.

The new firewall will assist the Town to meet the challenge of cybersecurity today and into the future. The upgrade project will include a review of all access points in our system, analysis of threats to the system, then selection of the firewall system that best meets the needs of our system, including preparing us for increasing our online presence, adding new online tools, and modernizing our financial system, while ensuring data security. The system review, consultation costs with our current vendors, purchasing new hardware and software, implementing the new system and ensuring staff are trained will cost approximately \$65,000.

If the project costs less than the estimate, the balance of funds can be put toward 2026 projects, forecasted to include WIFI system upgrades and additional hardware replacements.

- Software Licensing
 - o Grand Valley pays for software licensing for the following products:
 - CentralSquare "VADIM/iCity" – manages all Town and board finances, including property taxes, bank accounts, accounts payable, accounts receivable, payroll \$30000
 - Microsoft Office – all email, document creation, financial monitoring, presentation creation, etc., are done with Microsoft Office products \$5200
 - Adobe – 4 staff have licenses for upgraded Adobe software in order to interact with .pdf documents, both created by staff and sent from others \$1500
 - eScribe – our new meeting management software \$17500
 - ArcGIS – our mapping software for planning, by-law and taxation purposes. \$2600 per year
 - Zoom – for integration of online meetings into livestreaming \$450
- Computer replacements
 - o In order for our computers to remain secure, they require upgrades from time to time. In 2025, one computer will need to be replaced due to its age \$2000
- Routine maintenance and repairs
 - o Remote monitoring (anti-virus, server backups, cybersecurity monitoring) \$17000

- Grand Valley has a system operator contract with HELM MSP, who assists staff with troubleshooting software and hardware issues, ensures our cybersecurity is in place, manages our licenses, installs or assists with integration of new hardware. Approximately \$5000 in service requests, monitoring costs

Asset Management 1-4-1250-3060:

- Includes consultant costs for finalizing 2024 Asset management data and then preparation of 2025 Asset Management Plan \$75000 (RJ Burnside Asset Management, Engineers, Marmak consultants)
- Also includes software licensing for Asset Management database through Marmak \$5000