



## Request for City Council Committee Action from the Department of BIS

Date October 07, 2009

To: The Honorable Paul Ostrow, Chair, Ways and Means Committee

Subject: Presentation of current revenues and forecasts of the BIS Department.

Recommendation Receive and file.

Prepared by Mark Paulsen, BIS Manager, 673-3596

Submitted by Lynn Willenbring \_\_\_\_\_, 673-2927  
Chief Information Officer

Approved by Steven Bosacker \_\_\_\_\_  
City Coordinator

Presenter in Committee Lynn Willenbring

Policy Review Group  Not Applicable

Permanent Review Committee (PRC) Approval  Not Applicable

Financial Impact: Not applicable.

<p><b>Financial Impact</b> (Check those that apply)</p> <p><input checked="" type="checkbox"/> No financial impact (If checked, go directly to Background/Supporting Information)</p> <p><input type="checkbox"/> Action requires an appropriation increase to the Capital Budget</p> <p><input type="checkbox"/> Action requires an appropriation increase to the Operating Budget</p> <p><input type="checkbox"/> Action provides increased revenue for appropriation increase</p> <p><input type="checkbox"/> Action requires use of contingency or reserves</p> <p><input type="checkbox"/> Other financial impact (Explain):</p> <p><input checked="" type="checkbox"/> Request provided to department's finance contact prior to the Committee Coordinator</p>
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## **Background/Supporting Information**

The Business Information Services Department has been identified as one of the departments that under-realized its budgeted revenues in 2008 and as such, is required to report to the Ways & Means Committee on its current and projected revenues for the year 2009 as part of the City's Financial Policy.

The shortfall, or under-realization, of the department's revenue in 2008 was linked to a timing issue of when BIS incurs expenses and realizes revenues within its Project Management Office. More expenses were incurred at the end of 2008 than revenues were collected for. This amounted to a revenue shortfall of \$849,823. The revenues related to these end-of-year expenses have subsequently been collected in 2009.

BIS budgeted revenues for 2009 are \$27,551,380. Its current operating revenues collected as of August 31, 2009 was \$19,636,313. This equates to BIS having collected 71% of its budgeted revenues.

Projections based on these numbers show BIS collecting \$29,454,469, which is \$1,903,089 more than its budgeted operating revenue of \$27,551,380. Budgeted revenue is expected to increase upon receipt of final approval to proceed on projects.