



Request for City Council Committee Action from the Department of BIS

Date September 11, 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 Lynn Willenbring, 673-2927
Chief Information Officer

Approved by Steven Bosacker Steven Bosacker FOR SB
City Coordinator

Presenter in Committee Lynn Willenbring

Policy Review Group Not Applicable

Permanent Review Committee (PRC) Approval Not Applicable

Financial Impact: Not applicable.

Financial Impact (Check those that apply)

- No financial impact (If checked, go directly to Background/Supporting Information)
- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Other financial impact (Explain):
- Request provided to department's finance contact prior to the Committee Coordinator

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 \$30,011,868. Its current operating revenues collected as of July 31, 2009 was \$17,538,652. This equates to BIS having collected 58% of its budgeted revenues.

Projections based on these numbers show BIS collecting \$30,066,261, which is \$54,000 more than its budgeted operating revenue of \$30,011,868.