

IT Department 2024 Budget Presentation

Monday, November 13, 2023



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*IT inspires innovation through
collaboration
with City staff and our partners
to deliver the highest quality services.*

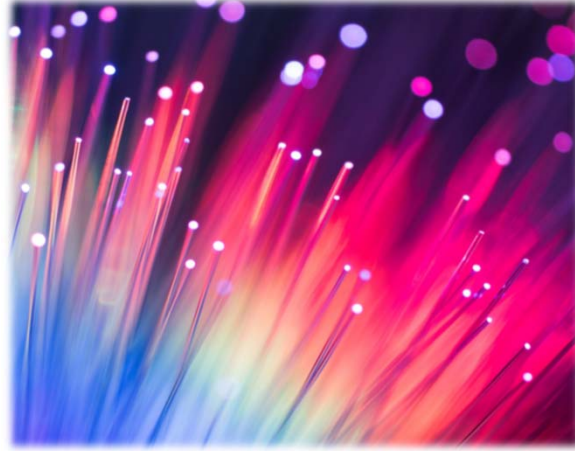


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AGENDA

- 2024 vs 2023 Budget Request
- Staffing
- Explanation of 2024 Budget increases
- New Initiatives
- Challenges
- Discussion



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Information Technology Fund 2024 Budget Request

	2023 Budget	2024 Budget	\$ from 2023	% from 2023
Revenues				
Internal Revenue from other Departments	\$ 6,963,968	\$ 7,540,926	\$ 576,958	8.28%
Permits and Licenses	-	-	-	0.00%
Intergovernmental	-	-	-	0.00%
Interest Income	12,000	4,000	(8,000)	-66.67%
Other Revenues	-	-	-	0.00%
Transfers from Other Funds	325,000	405,000	80,000	24.62%
Total Revenues	7,300,968	7,949,926	648,958	8.89%
Expenditures				
Salaries and Benefits	2,823,987	2,953,370	129,383	4.58%
Materials, Supplies, & Services	4,057,565	4,306,009	248,444	6.12%
Internal Charges	342,247	351,405	9,158	
Capital Outlay	565,000	680,000	115,000	20.35%
Transfer to Other Funds	214,118	220,541	6,423	3.00%
Total Expenditures	\$ 8,002,917	\$ 8,511,325	\$ 508,408	6.35%
Less Expenses Charged to Other Funds	-	-	-	0.00%
Net Total Expenditures	\$ 8,002,917	\$ 8,511,325	\$ 508,408	6.35%
Revenues less Expenditures	\$ (701,949)	\$ (561,399)	\$ 140,550	-20.02%

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INFORMATION TECHNOLOGY - FUND 7600

	2021	2022	2023	2024	2025	2026	2027
DESCRIPTION	ACTUAL	ACTUAL	ESTIMATE	BUDGET	PROJECTED	PROJECTED	PROJECTED
REVENUES:							
CHARGES TO DEPARTMENTS - TECHNOLOGY CHARGE (5523P EXPENSE)	5,634,831	5,735,114	6,482,984	7,048,091	7,682,419	8,335,425	9,085,613
CHARGES TO DEPARTMENTS - WEB CHARGES (FOR COMMUNICATIONS)	208,684	207,883	214,118	220,541	227,157	233,972	240,991
PHONE CHARGES (5560P 65% IT & 35% INFO DESK)	263,078	261,627	266,866	272,294	283,186	294,513	306,294
AMERICAN RESCUE PLAN FUNDS		59,278	325,722	405,000	-	-	-
TRANSFERS IN							
INTEREST	(10,703)	(69,615)	12,000	4,000	-	-	6,000
OTHER REVENUE	5,579	33,546					
TOTAL REVENUES	6,101,469	6,227,833	7,301,690	7,949,926	8,192,762	8,863,910	9,638,898
EXPENSES:							
SALARIES & BENEFITS	2,175,493	2,557,837	2,823,987	2,953,370	3,027,204	3,102,884	3,180,456
MATERIALS & SUPPLIES	690,533	982,270	1,606,502	1,542,986	2,171,651	2,215,647	2,609,980
CAPITAL	58,032	38,764	565,000	680,000	80,000	150,000	735,000
INTERNAL EXPENSES	325,523	325,551	342,247	351,405	361,947	372,806	383,990
SOFTWARE MAINTENANCE LEASES	2,304,447	2,218,605	2,434,063	2,746,023	2,828,404	2,913,256	3,000,653
TRANSFERS OUT	261,772	261,772	214,118	220,541	227,157	233,972	240,991
TOTAL EXPENSES	5,816,418	6,387,976	8,002,917	8,511,325	8,716,363	9,008,564	10,171,071
TOTAL GAIN (LOSS)	285,051	(160,143)	(701,227)	(561,399)	(523,601)	(144,654)	(532,173)
	182%	175%	138%	68%	37%	22%	2%
TOTAL WORKING CAPITAL BALANCE	2,657,791	2,497,648	1,796,421	1,235,022	711,422	566,767	34,594
TOTAL WORKING CAPITAL GOAL	1,459,572	1,425,572	1,301,000	1,810,000	1,945,000	2,545,000	2,225,000
CAPITAL EXPENSES	315,000	315,000	275,000	80,000	150,000	435,000	150,000
SOFTWARE EXPENSES	550,000	550,000	400,000	1,010,000	1,010,000	1,410,000	1,310,000
1 MONTH OPERATING EXPENSES	420,000	461,000	526,000	570,000	585,000	600,000	615,000
FIBER PROJECTS	174,572	99,572	100,000	150,000	200,000	100,000	150,000



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IT Charges to Departments

Department	2023 Budget	2024 Budget	Change
City Council & Administration	297,841	323,159	25,318
Legal	170,255	184,740	14,485
Finance	261,600	283,842	22,242
Police	1,648,048	1,852,784	204,736
Fire	234,006	473,968	239,962
Community Development	866,217	918,346	52,129
Community Services	645,320	657,092	11,772
*Parks and Recreation	287,912	609,694	321,782
*Public Works	1,876,391	1,734,291	-142,100

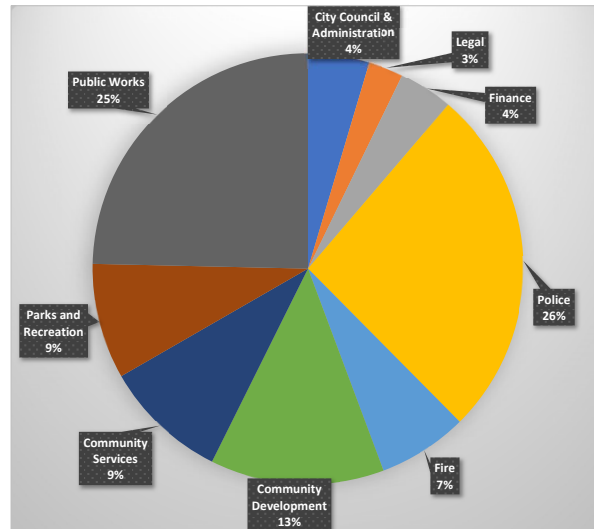
\$10,772 = IT Technology charge per Full-Time and Regular Part-Time Employees

* Park Maintenance Division moved from Public Works to Parks & Recreation



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IT Charges to Departments



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Description	Full-Time	Part-Time
Chief Information Officer	1	
IT Supervisor	3	
Network Engineer	1	
Systems Engineer	1	
Database Administrator	1	
Business Analyst	1	
Systems Administrator II	1	
Systems Administrator I	2	
Applications Administrator II	1	
Applications Administrator I	2	
GIS Coordinator	1	
GIS Specialist II	1	
GIS Specialist I	1	
Desktop Support Administrator	1	
Desktop Support Specialist	1	
Office Support Specialist		1
	19	1

Request
1 FT Network Administrator



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Our Work

- **Support:**

- 850+ End Users
- 150+ Applications
- 60+ New Projects per Year
- Phone System
- Security
- Technology Infrastructure

- **Programs:**

- GIS
- Data Management
- Fiber Optics



Providing High Quality Service

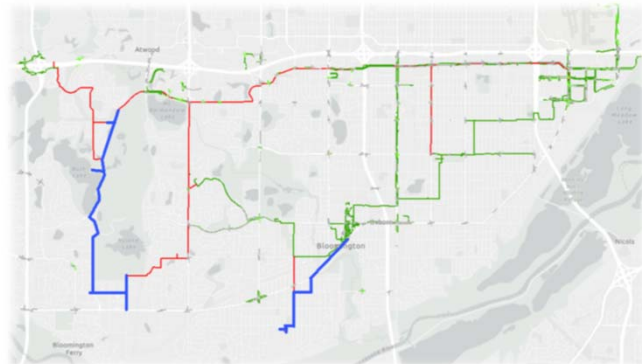
4.5 Star Average Satisfaction Rating

3500+ support tickets/yr.



Explanation of 2024 Budget Increases

- Software and Hardware Maintenance Increases (\$319,000)
- Network Storage (\$200,000)
- Fiber Optics Construction – funded through ARPA (\$250,000)
- IT Strategic Plan Initiatives (\$62,000)
- GIS Strategic Plan Initiatives (\$100,000)
- Network Administrator (\$135,000)



New Initiatives

- Green Cities, Safe Cities – GIS initiative for Parks and Police
- System Resiliency, Redundancy – Backup methodology
- Fiber Optics – Fire Stations 5 & 6, Western Maintenance (Fire Station 2 & Dwan Golf Course – 2023)
- Cybersecurity – enhanced partnership with State of Minnesota IT (MNIT)
- Artificial Intelligence (AI)



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Challenges

- External constraints on financial resources for systems that move to the cloud
- Continually evolving security landscape
- Supporting construction of new/refurbished city facilities



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Discussion



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