



Agenda Memorandum

Agenda Item – 3.A.

City Council Study Session February 3, 2025



Strategic Priority 1: Access to Opportunity

Advance access to opportunity and prosperity for all in Westminster through diverse housing choices, increased mobility options, safe and walkable neighborhoods, and strong social networks.



Strategic Priority 2: Community Empowerment and Engagement

Enhance the sense of community and connection in Westminster through engaging methods of communication and dialogue that improve accessibility, increase understanding, and encourage participation in civic and City life.



Strategic Priority 3: Community Health and Safety

Invest in innovative and collaborative approaches to provide a continuum of services that preserve, promote, and protect the health, safety, and environment of Westminster.



Strategic Priority 4: Economic Vitality

Promote and support a resilient economy that attracts and retains a diversity of businesses, workers, and industries, expands living wage jobs, and diversifies the City's tax base.



Strategic Priority 5: Resilient Infrastructure

Maintain and invest in resilient infrastructure that creates the highest return for safety, community connectivity, enjoyment of life, and local economic success.



Strategic Priority 6: Organizational Vitality

Develop and sustain an environment where employees and the organization are equipped and supported to deliver outstanding service to everyone in Westminster.

Subject: Information Technology Department Budget Presentation

Prepared By: David Guo, Information Technology Director

Recommended City Council Action:

Receive a presentation outlining the Information Technology Department's budget and ask clarifying questions regarding priorities to help guide implementation.

Summary Statement:

- The Information Technology (IT) Department will provide an overview of the department's budget, functional areas, and priorities.
- City Council questions regarding the Department's budget and priorities are encouraged to gain a clearer understanding of the objectives and resources.

Fiscal Impact:

\$0 in expenditures

Source of Funds:

Not applicable

Policy Issue(s):

Does City Council wish to receive a presentation about the IT department's budget and priorities?

Alternative(s):

City Council could choose not to receive a presentation regarding the IT department; this is not recommended given the importance of this information for City Council and the public.

Background Information:

A briefing on the IT Department's goals and operations would be valuable for City Council as 2025 begins and Staff starts preparing for the 2026 budget development process.

The IT Department serves as the City's technology consultant and provides citywide technology services and support. The Department aligns technology objectives with City Council's Strategic Plan. The Information Systems Division provides infrastructure and operations support. The Software Engineering Division provides technology solutions development and application management. Cybersecurity, technology purchasing, and IT service management reside in Administration.

The presentation offers a foundational overview of the IT department's budget and operations. It is essential for Staff and City Council to have a shared understanding of these operations as related policies, implementation of the current budget, and development of future budgets are developed; this alignment supports all the City's Strategic Priorities.

Respectfully submitted,



Jody L. Andrews
City Manager

Attachments:

Information Technology Presentation