#### **Mission**

The Mission of the Information Technologies Department is to deliver creative, cost effective solutions and services in support of the current and future technological needs of the County of El Dorado.

### **Program Summaries**

Administration: Total Appropriations: \$ 691,878

Positions: 4.00 FTE Total Revenues: \$ -0-Extra Help: \$ 0 Net County Cost: \$ 691,878 Overtime: \$ 0

<u>Administration:</u> Provides overall direction and support for all divisions and groups within I.T., including: financial planning, administrative support, policy development, asset management and implementation and administration of County Technology solutions. This area also performs technology research. I.T. provides contract administration for the cable TV franchises approved by the Board of Supervisors and the revenue is included in Department 15.

<u>Technology Research</u>: Provides research and analysis to I.T. and individual County departments regarding hardware, software and various technologies available to the County for current and future implementation. This function also reviews all technology purchased throughout the County for compliance with established County standards and to ensure procurements are optimized for cost. Reviews effective date and terms and conditions of software and hardware maintenance contracts to ensure compliance with contract administration and completes appropriate procurements practices in a timely manner to ensure coverage.

Application & Web Support/Consulting Services:
Positions: 10.00 FTE

Extra Help: \$ 0

Total Appropriations: \$1,352,846

Total Revenues: \$ 132,000

Net County Cost: \$1,220,846

Overtime: \$5.000

<u>Application Support/Consulting Services</u>: Provides for complete life cycle application development, support and maintenance, and database design on multi-tiered platforms. This function also provides business processing analysis and project management services, and County-wide training for Google Apps (G-mail, Calendar, Documents), Adobe and Microsoft applications. This section will play a significant role in the future implementation of updated Countywide systems which will include Financial, Payroll, and Human Resources Management.

<u>Web Services:</u> Provides support for the design and maintenance of the County-wide Web presence as well as support for most departmental Web sites. This area is responsible for presenting a cohesive, easy to use Web portal to all County services and information. Standards are maintained that allow easy navigation and content management of pertinent and reliable information for all users and County constituents.

**Revenue Source:** Charges to County Departments and outside Agencies for services. A portion of Application Programming staff time is spent on Mainframe support. This time is recovered through the Mainframe Support cost applied charges allocated countywide, and is

captured in the Operations budget. In addition to Mainframe programming the Application Programming staff performs work that is billable to individual departments. About 40% of the Application Programming staff time is considered infrastructure or otherwise non-billable, enterprise systems, such as Internet and Intranet services and infrastructure, training, and programming services utilized by multiple departments.

<u>Operations/Technical Services/Records Management:</u>
Positions: 7.00 FTE

Extra Help: \$0

Total Appropriations: \$ 101,552

Total Revenues: \$ 361,740

Net County Cost: (\$260,188)

Overtime: \$3,000

<u>Computer Operations:</u> Two shifts of computer operators provide controlled access to the County data center and manage mainframe based applications according to established schedules, in a centralized data center that is linked to all areas of County government.

<u>Technical Services:</u> Provides installation, customization, maintenance and support of hardware and software for the Enterprise Server and its sub systems. Provides installation, customization, maintenance and database administration support for County users of DB2 and M204 which support system including the Integrated Property System.

<u>Records Management</u>: Maintains all paper records storage based on approved records retention schedules.

**Revenue Source:** Ongoing support provided to County Departments and Outside Agencies and fixed charge Cost Applied rates. Note: Mainframe Support cost applied charges to departments recover costs for the Operations and Technical Services units as well as programming time provided by the Applications Programming unit. All revenue and offset for Mainframe support is captured in the Operations Unit (102210). Revenue in the Operations/Technical Services function also includes that of the Document Center for print services.

Network/Server Support:

Positions: 7.00 FTE

Extra Help: \$0

Total Appropriations: \$ 988,991

Total Revenues: \$ 527,100

Net County Cost: \$461,891

Overtime: \$1,000

<u>Server Administration:</u> Provides technical support for servers throughout the County, including: server security, hardware and software specifications and configurations, installation and customization, trouble-shooting and maintenance, and coordination with vendors for problem resolution.

Network Administration: Provides technical support for the County's data network, including: network security, support for wide-area network (WAN) and local area networks (LAN's), planning and installation of networks, troubleshooting and maintenance of network hardware and software, and coordination with vendors for problem resolution. Manages wireless access points around the County. Works with the telecommunications staff on Voice over IP (VoIP) implementation. Works with Facilities on IT related wiring contracts throughout the County. Greater emphasis will be needed as the County moves towards newer technology which will require significantly higher use of network services and support.

Revenue Source: Charges to County Departments and outside agencies for support and fixed charge Cost Applied rates.

**Desktop and Office Systems Support: Total Appropriations:** \$ 658,519 Positions: 8.00 FTE Total Revenues: \$ 380,471 Extra Help: \$ 0 **Net County Cost: \$ 278,048** 

Overtime: \$2,000

Desktop/PC Support: Provides hardware and software support for 1,700 +/- County PC's including installation, maintenance, upgrades, trouble shooting of problems, problem tracking and reporting. The HELP DESK provides first and second level telephone support for PC, server, and enterprise server reported problems.

Revenue Source: Charges to County Departments and outside Agencies for support.

**Communications: Total Appropriations:** \$ 619,875 Positions: 2.00 FTE Total Revenues: \$ 326,000 Extra Help: \$0 **Net County Cost: \$293,875** 

Overtime: \$3,000

Telecommunications (Voice Communications): Provides installation and support for an in-house PBX voice switching network, including support for over 2,000 telephones in over 35 locations throughout the County. The unit provides Voicemail services to all County employees who need it. They are also responsible for all phone and data wiring in County facilities and coordination with vendors who provide local and long distance services.

Revenue Source: Charges to County Departments and outside Agencies for support.

#### **Financial Charts**

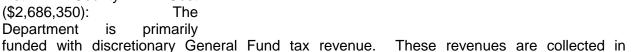
#### Source of Funds

Service Charges for (\$1,727,311): Primarily comprised of network support mainframe (\$522,100), support (\$359,740). telephone equipment & (\$250,000)support programming support (\$130,000),and other charges for services (\$85,000).

Net County (\$2,686,350): Department is primarily

Cost The

Department 15 – General Fund Other Operations.



Charges for

Service

39%

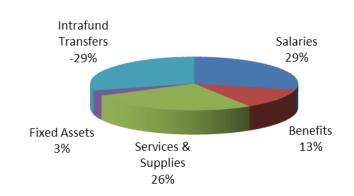
NCC

61%

#### **Use of Funds**

Salaries & Benefits (\$4,358,493): Primarily comprised of salaries (\$2,969,704), retirement (\$583,840), health insurance (\$609,218), and overtime (\$14,000).

Services & **Supplies Primarily** (\$2,800,391): comprised of telephone company vendor payments (\$590,000).computer maintenance (\$858,250). equipment maintenance (\$260,200),telephone radio maintenance



(\$135,000), equipment lease (\$11,200), professional & specialized services (\$109,000), telephone & radio equipment (\$130,000), computer equipment (\$50,000), software (\$49,000), and software license (\$387,820).

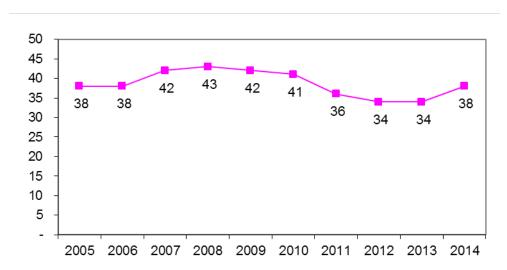
Fixed Assets (\$352,900): Comprised of computer equipment.

Intra-fund Transfers (\$149,929): Includes charges from other departments for services such as telephone equipment & support (\$142,960), stores/mail support (\$4,119) and building maintenance (\$1,850).

Intra-fund Abatement: (-\$3,248,052): Includes charges to other departments mainframe (-\$1,420,552), network support (-\$1,000,000), telephone equipment & support (-\$675,000), programming support (-\$60,000), and pc support (-\$80,000).

### **Staffing Trend**

In FY 2008-09. IT took over the Print Shop from General Services resulting in the addition of 3.0 FTE. In FY 2013-14 IT took over support of the Community Development Agency resulting in the addition of 4.0 FTE's. All positions in the Information Technology department are located in Placerville.



#### **Chief Administrative Office Comments**

The Recommended Budget represents an overall increase of \$283,700 or 8% in revenues and an increase of \$362,288 or 8.7% in appropriations when compared to the FY 2012-13 approved budget. Overall, Net County Cost is increasing by \$78,588 or 9%. The increase in Net County Cost is offset with a corresponding increase in revenue in Department 15. In the past, a portion of the Cable Franchise Fees were transferred into Information Technologies. The Chief Administrative Office is recommending that this practice stop and that all Cable Franchise Fee revenue remains in Department 15. This changes results in no change to overall County costs and creates an efficiency in one less accounting transaction moving funds from one department to another.

Sources of revenue in Information Technologies are found in two different areas within the budget. Revenue for this department is a combination of Charges for Services (Class 13) and Intrafund Abatements (Class 73 shown in the appropriations section). Revenue in the Charges for Services reflects in overall increase of \$283,700 due to the transfer of four employees from the Community Development Agency being transferred to IT to provide centralized IT support rather than decentralized. This revenue will be offset with staffing costs. A reduction of \$76,500 in Charges for Services reflects the transfer of Franchise Fee revenue from the IT budget to Department 15.

In the Intrafund Abatements area, revenue is projected to be approximately \$43,543 lower than FY 2012-13. This is primarily in the areas of programming and print shop which was closed during FY 2012-13. Cost applied methodology for IT is currently under review. Any changes in these areas will be adjusted in the addenda prior to approval of the adopted budget.

Salaries and benefits for the Information Technologies Department include an organizational staffing change which will move four (4.0) FTE from the Community Development Agency (CDA) to Information Technologies. This change will allow IT to provide service to the CDA from a centralized support model. Changes included in the budget are:

- Add 2.0 FTE Sr. Information Technology Department Coordinator One of these
  positions is moving from the Transportation Division. The other position is moving from
  the Building Division.
- Add 1.0 FTE Information Technology Department Coordinator This position is moving from the Transportation Division.
- Add 1.0 FTE Information Technology Department Specialist This position is moving from the Environmental Management Division.

In March 2013, the Board of Supervisors approved a contract with Tyler Technologies for the implementation of an Enterprise Resource Planning (ERP) system. This Countywide project will be a turning point for the County from a technology perspective as well as redefining the way the County manages internal business processes. The Assistant Director of Information Technologies has been assigned to be the Project Manager for the County. Over the past two years the IT Department has been preparing for this change. In the area of staffing the Department continues to look for ways to meet current operational needs for old mainframe based systems, while at the same time, trying to adjust for various skill sets that will be required to meet new technology needs.

Services and supplies are increasing overall by \$126,930. The budget includes funding to replace some end of life parts in the Network area and also in the Server area. There is also funding in the budget to support continued implementation of Voice over IP (VoIP) and continued implementation of a voicemail replacement system.

Fixed assets have been budgeted at \$352,900 which includes funding to continue to improve network infrastructure needed to support modern technology. Funding has also been included to purchase an appliance to support better, faster and more reliable data back-up. The current volume of data being backed up has grown to the point where it takes the better part of a week to accomplish fill and incremental back-ups. The appliance will also help resolve data deduplication issues which have become difficult to manage. In addition, there is also a variety of network and server fixed assets that are needed to replace end of life equipment and to improve network management efficiency.

The budget does not include any funding for PC refresh. If funding becomes available Information Technologies recommends the Board approve \$100,000 for PC refresh computers. This will allow the County to replace approximately 100 end of life or under performing machines. It will also assist in bringing the County current with newer technology, specifically Windows 2007, Windows 8 and Office 2010 products. As the County moves forward with newer applications and software, the older machines do not have the ability to run the newer developed software.

## **Financial Information by Fund Type**

**FUND TYPE:** 10 GENERAL FUND **DEPARTMENT:** 10 IT - INFORMATION TECHNOLOGIES

|         | 1                                    | MID-YEAR<br>PROJECTION | CURRENT YR<br>APPROVED<br>BUDGET | DEPARTMENT<br>REQUEST | CAO<br>RECOMMENDED<br>BUDGET | DIFFERENCE |
|---------|--------------------------------------|------------------------|----------------------------------|-----------------------|------------------------------|------------|
|         | R REVENUE                            |                        |                                  |                       |                              |            |
| SUBOB   |                                      |                        |                                  |                       |                              |            |
| 0252    | FRANCHISE: CABLE                     | 76,500                 | 76,500                           | 0                     | 0                            | -76,500    |
| CLASS:  | 02 REV: LICENSE, PERMIT, &           | 76,500                 | 76,500                           | 0                     | 0                            | -76,500    |
| 1740    | CHARGES FOR SERVICES                 | 87,090                 | 105,271                          | 85,000                | 85,000                       | -20,271    |
| 1800    | INTERFND REV: SERVICE BETWEEN FUND   | 3,500                  | 0                                | 0                     | 0                            | 0          |
| 1801    | INTERFND REV: TELEPHONE EQUIP &      | 250,000                | 250,000                          | 250,000               | 250,000                      | 0          |
| 1806    | INTERFND REV: CENTRAL DUPLICATING    | 0                      | 35,000                           | 0                     | 0                            | -35,000    |
| 1808    | INTERFND REV: MAINFRAME SUPPORT      | 359,740                | 359,740                          | 359,740               | 359,740                      | 0          |
| 1814    | INTERFND REV: PC SUPPORT             | 25,000                 | 25,000                           | 380,471               | 380,471                      | 355,471    |
| 1816    | INTERFND REV: IS PROGRAMMING SUPPORT | Γ 70,000               | 70,000                           | 130,000               | 130,000                      | 60,000     |
| 1820    | INTERFND REV: NETWORK SUPPORT        | 522,100                | 522,100                          | 522,100               | 522,100                      | 0          |
| CLASS:  | 13 REV: CHARGE FOR SERVICES          | 1,317,430              | 1,367,111                        | 1,727,311             | 1,727,311                    | 360,200    |
| TYPE: R | R SUBTOTAL                           | 1,393,930              | 1,443,611                        | 1,727,311             | 1,727,311                    | 283,700    |

## **Financial Information by Fund Type**

**FUND TYPE:** 10 GENERAL FUND **DEPARTMENT:** 10 IT - INFORMATION TECHNOLOGIES

|         | 1                                     | MID-YEAR<br>PROJECTION | CURRENT YR<br>APPROVED<br>BUDGET | DEPARTMENT<br>REQUEST | CAO<br>RECOMMENDED<br>BUDGET | DIFFERENCE |
|---------|---------------------------------------|------------------------|----------------------------------|-----------------------|------------------------------|------------|
| TYPE: E | EXPENDITURE                           |                        |                                  |                       |                              |            |
| SUBOB   | J SUBOBJ                              |                        |                                  |                       |                              |            |
| 3000    | PERMANENT EMPLOYEES / ELECTED         | 2,610,064              | 2,785,064                        | 2,969,704             | 2,969,704                    | 184,640    |
| 3002    | OVERTIME                              | 10,000                 | 10,000                           | 14,000                | 14,000                       | 4,000      |
| 3003    | STANDBY PAY                           | 21,400                 | 21,400                           | 22,000                | 22,000                       | 600        |
| 3004    | OTHER COMPENSATION                    | 95,400                 | 95,400                           | 35,900                | 35,900                       | -59,500    |
| 3020    | RETIREMENT EMPLOYER SHARE             | 492,244                | 492,244                          | 583,840               | 583,840                      | 91,596     |
| 3022    | MEDI CARE EMPLOYER SHARE              | 37,049                 | 37,049                           | 41,820                | 41,820                       | 4,771      |
| 3040    | HEALTH INSURANCE EMPLOYER SHARE       | € 491,872              | 491,872                          | 609,218               | 609,218                      | 117,346    |
| 3041    | UNEMPLOYMENT INSURANCE EMPLOYER       | 27,572                 | 27,572                           | 5,460                 | 5,460                        | -22,112    |
| 3042    | LONG TERM DISABILITY EMPLOYER         | 9,523                  | 9,523                            | 10,687                | 10,687                       | 1,164      |
| 3043    | DEFERRED COMPENSATION EMPLOYER        | 9,640                  | 9,640                            | 4,003                 | 4,003                        | -5,637     |
| 3046    | RETIREE HEALTH: DEFINED CONTRIBUTIONS | 33,065                 | 33,065                           | 33,065                | 33,065                       | 0          |
| 3060    | WORKERS' COMPENSATION EMPLOYER        | 4,796                  | 4,796                            | 4,796                 | 4,796                        | 0          |
| 3080    | FLEXIBLE BENEFITS                     | 27,000                 | 27,000                           | 24,000                | 24,000                       | -3,000     |
| CLASS:  | 30 SALARY & EMPLOYEE BENEFITS         | 3,869,625              | 4,044,625                        | 4,358,493             | 4,358,493                    | 313,868    |
| 4020    | CLOTHING & PERSONAL SUPPLIES          | 150                    | 300                              | 0                     | 0                            | -300       |
| 4040    | TELEPHONE COMPANY VENDOR PAYMENTS     | 637,500                | 637,500                          | 590,000               | 590,000                      | -47,500    |
| 4041    | COUNTY PASS THRU TELEPHONE CHARGES    | -64,385                | -64,370                          | -65,000               | -65,000                      | -630       |
| 4086    | JANITORIAL / CUSTODIAL SERVICES       | 4,833                  | 4,833                            | 5,000                 | 5,000                        | 167        |
| 4100    | INSURANCE: PREMIUM                    | 15,706                 | 15,706                           | 15,706                | 15,706                       | 0          |
| 4140    | MAINT: EQUIPMENT                      | 196,165                | 203,765                          | 260,200               | 260,200                      | 56,435     |
| 4142    | MAINT: TELEPHONE / RADIO              | 135,000                | 135,000                          | 135,000               | 135,000                      | 0          |
| 4144    | MAINT: COMPUTER                       | 633,573                | 634,773                          | 858,250               | 858,250                      | 223,477    |
| 4220    | MEMBERSHIPS                           | 310                    | 310                              | 340                   | 340                          | 30         |
| 4260    | OFFICE EXPENSE                        | 13,000                 | 13,000                           | 13,000                | 13,000                       | 0          |
| 4261    | POSTAGE                               | 150                    | 150                              | 1,075                 | 1,075                        | 925        |
| 4262    | SOFTWARE                              | 256,000                | 256,000                          | 49,000                | 49,000                       | -207,000   |
| 4263    | SUBSCRIPTION / NEWSPAPER / JOURNALS   | 0                      | 0                                | 2,000                 | 2,000                        | 2,000      |
| 4264    | BOOKS / MANUALS                       | 375                    | 375                              | 500                   | 500                          | 125        |
| 4300    | PROFESSIONAL & SPECIALIZED SERVICES   | 73,200                 | 73,200                           | 109,000               | 109,000                      | 35,800     |
| 4302    | CONSTRUCT & ENGINEER CONTRACTS        | 15,000                 | 15,000                           | 15,000                | 15,000                       | 0          |
| 4308    | EXTERNAL DATA PROCESSING SERVICES     | 90,600                 | 90,600                           | 119,500               | 119,500                      | 28,900     |
| 4400    | PUBLICATION & LEGAL NOTICES           | 250                    | 250                              | 0                     | 0                            | -250       |
| 4420    | RENT & LEASE: EQUIPMENT               | 16,200                 | 86,200                           | 11,200                | 11,200                       | -75,000    |
| 4440    | RENT & LEASE: BUILDING & IMPROVEMENTS | 1,680                  | 1,680                            | 0                     | 0                            | -1,680     |
| 4460    | EQUIP: SMALL TOOLS & INSTRUMENTS      | 1,600                  | 1,600                            | 1,500                 | 1,500                        | -100       |
| 4461    | EQUIP: MINOR                          | 2,000                  | 2,000                            | 1,500                 | 1,500                        | -500       |
| 4462    | EQUIP: COMPUTER                       | 73,500                 | 70,000                           | 50,000                | 50,000                       | -20,000    |
| 4463    | EQUIP: TELEPHONE & RADIO              | 63,000                 | 63,000                           | 130,000               | 130,000                      | 67,000     |
| 4502    | EDUCATIONAL MATERIALS                 | 4,000                  | 4,000                            | 26,000                | 26,000                       | 22,000     |
| 4503    | STAFF DEVELOPMENT                     | 60,000                 | 60,000                           | 60,000                | 60,000                       | 0          |
| 4512    | INVENTORY: PRINT SHOP GENERAL SVC     | S 100                  | 20,000                           | 0                     | 0                            | -20,000    |
| 4529    | SOFTWARE LICENSE                      | 325,200                | 325,200                          | 387,820               | 387,820                      | 62,620     |
| 4600    | TRANSPORTATION & TRAVEL               | 5,000                  | 5,000                            | 5,000                 | 5,000                        | 0          |
| 4602    | MILEAGE: EMPLOYEE PRIVATE AUTO        | 1,800                  | 1,800                            | 2,000                 | 2,000                        | 200        |
| 4605    | RENT & LEASE: VEHICLE                 | 6,289                  | 6,289                            | 6,500                 | 6,500                        | 211        |
| 4606    | FUEL PURCHASES                        | 5,300                  | 5,300                            | 5,300                 | 5,300                        | 0          |
| 4608    | HOTEL ACCOMMODATIONS                  | 5,000                  | 5,000                            | 5,000                 | 5,000                        | 0          |
| CLASS:  | 40 SERVICE & SUPPLIES                 | 2,578,096              | 2,673,461                        | 2,800,391             | 2,800,391                    | 126,930    |

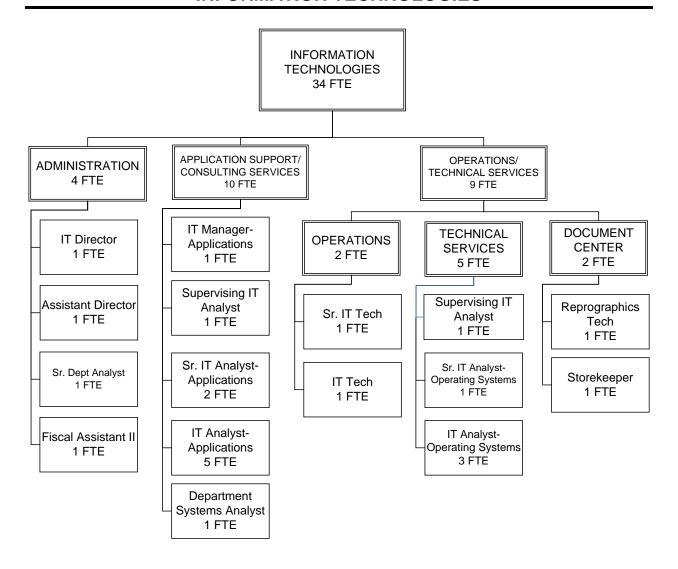
## **Financial Information by Fund Type**

**FUND TYPE**: 10 GENERAL FUND **DEPARTMENT**: 10 IT - INFORMATION TECHNOLOGIES

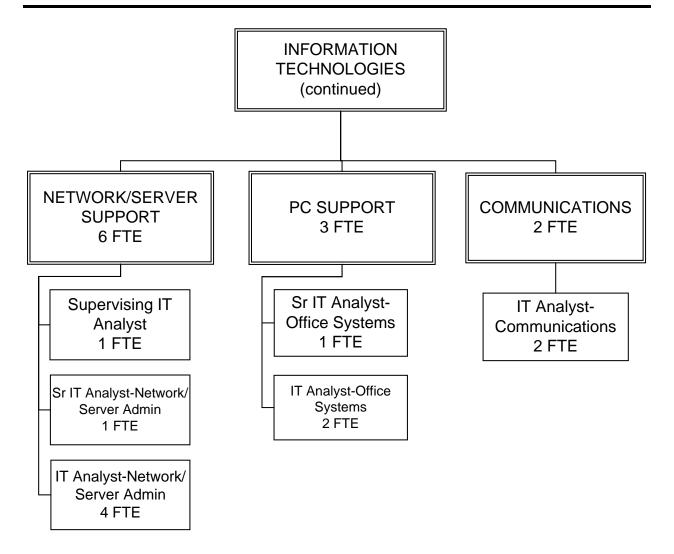
| F   | MID-YEAR<br>PROJECTION | CURRENT YR<br>APPROVED<br>BUDGET | DEPARTMENT<br>REQUEST | CAO<br>RECOMMENDED<br>BUDGET | DIFFERENCE |
|---|------------------------|----------------------------------|-----------------------|------------------------------|------------|
| 5240 CONTRIB: NON-CNTY GOVERNMENTAL       | 94,553                 | 94,553                           | 0                     | 0                            | -94,553    |
| CLASS: 50 OTHER CHARGES                   | 94,553                 | 94,553                           | 0                     | 0                            | -94,553    |
| 6040 FIXED ASSET: EQUIPMENT               | 326,000                | 326,000                          | 347,500               | 347,500                      | 21,500     |
| 6042 FIXED ASSET: COMPUTER SYSTEM EQUIP   | 54,600                 | 54,600                           | 5,400                 | 5,400                        | -49,200    |
| CLASS: 60 FIXED ASSETS                    | 380,600                | 380,600                          | 352,900               | 352,900                      | -27,700    |
| 7200 INTRAFUND TRANSFERS: ONLY GENERAL    | 0                      | 0                                | 1,000                 | 1,000                        | 1,000      |
| 7220 INTRAFND: TELEPHONE EQUIPMENT &      | 142,960                | 143,760                          | 142,960               | 142,960                      | -800       |
| 7223 INTRAFND: MAIL SERVICE               | 2,086                  | 2,086                            | 2,086                 | 2,086                        | 0          |
| 7224 INTRAFND: STORES SUPPORT             | 2,033                  | 2,033                            | 2,033                 | 2,033                        | 0          |
| 7232 INTRAFND: MAINT BLDG & IMPROVMNTS    | 1,850                  | 1,850                            | 1,850                 | 1,850                        | 0          |
| CLASS: 72 INTRAFUND TRANSFERS             | 148,929                | 149,729                          | 149,929               | 149,929                      | 200        |
| 7350 INTRFND ABATEMENTS: GF ONLY          | -12,500                | -12,500                          | -12,500               | -12,500                      | 0          |
| 7354 INTRFND ABATEMENTS: TELEPHONE EQUP & | -675,000               | -675,000                         | -675,000              | -675,000                     | 0          |
| 7359 INTRFND ABATEMENTS: CENTRAL          | -2,000                 | -30,000                          | 0                     | 0                            | 30,000     |
| 7361 INTRFND ABATEMENTS: MAINFRAME        | -1,420,552             | -1,420,552                       | -1,420,552            | -1,420,552                   | 0          |
| 7363 INTRFND ABATEMENTS: PC SUPPORT       | -60,000                | -60,000                          | -80,000               | -80,000                      | -20,000    |
| 7365 INTRFND ABATEMENTS: IS PROGRAMMING   | -30,000                | -80,000                          | -60,000               | -60,000                      | 20,000     |
| 7368 INTRFND ABATEMENTS: IS NETWORK       | -1,013,543             | -1,013,543                       | -1,000,000            | -1,000,000                   | 13,543     |
| CLASS: 73 INTRAFUND ABATEMENT             | -3,213,595             | -3,291,595                       | -3,248,052            | -3,248,052                   | 43,543     |
| TYPE: E SUBTOTAL                          | 3,858,208              | 4,051,373                        | 4,413,661             | 4,413,661                    | 362,288    |
| FUND TYPE: 10 SUBTOTAL                    | 2,464,278              | 2,607,762                        | 2,686,350             | 2,686,350                    | 78,588     |
| DEPARTMENT: 10 SUBTOTAL                   | 2,464,278              | 2,607,762                        | 2,686,350             | 2,686,350                    | 78,588     |

### **Personnel Allocations**

|  | 2012-13    | 2013-14 | 2013-14 |           |
|--|------------|---------|---------|-----------|
| Classification Title                               | Adjusted   | Dept    | CAO     | Diff from |
|  | Allocation | Request | Recm'd  | Adjusted  |
| Director of Information Technology                 | 1.00       | 1.00    | 1.00    | 0.00      |
|  |            |         |         |           |
| Assistant Director of Information Technology       | 1.00       | 1.00    | 1.00    | 0.00      |
| Department Systems Analyst                         | 2.00       | 2.00    | 2.00    | 0.00      |
| IT Analyst Tr/I/II - App/Web Dev/Supt              | 4.00       | 4.00    | 4.00    | 0.00      |
| IT Analyst Tr/I/II - Networking                    | 1.00       | 1.00    | 1.00    | 0.00      |
| IT Analyst Tr/I/II - Office Systems                | 2.00       | 2.00    | 2.00    | 0.00      |
| IT Analyst Tr/I/II - Operating Systems             | 2.00       | 2.00    | 2.00    | 0.00      |
| IT Analyst Tr/I/II - Server Admin                  | 3.00       | 3.00    | 3.00    | 0.00      |
| IT Analyst Tr/I/II - Telecomm                      | 1.00       | 1.00    | 1.00    | 0.00      |
| Information Technology Technician Trainee/I/II/Sr. | 2.00       | 2.00    | 2.00    | 0.00      |
| IT Department Coordinator                          | 0.00       | 1.00    | 1.00    | 1.00      |
| IT Department Specialist                           | 0.00       | 1.00    | 1.00    | 1.00      |
| Sr IT Analyst - App/Web Dev/Supt                   | 2.00       | 2.00    | 2.00    | 0.00      |
| Sr IT Analyst - Office Systems                     | 1.00       | 1.00    | 1.00    | 0.00      |
| Sr IT Analyst - Operating Systems                  | 1.00       | 1.00    | 1.00    | 0.00      |
| Sr. IT Analyst - Network                           | 1.00       | 1.00    | 1.00    | 0.00      |
| Sr IT Analyst - Server Admin                       | 1.00       | 1.00    | 1.00    | 0.00      |
| Sr. Department System Analyst                      | 1.00       | 1.00    | 1.00    | 0.00      |
| Sr. IT Department Coordinator                      | 0.00       | 2.00    | 2.00    | 2.00      |
| Sr. Office Assistant                               | 1.00       | 1.00    | 1.00    | 0.00      |
| Storekeeper II                                     | 1.00       | 1.00    | 1.00    | 0.00      |
| System Support Specialist I/II                     | 1.00       | 1.00    | 1.00    | 0.00      |
| Supervising Information Technology Analyst I/II    | 4.00       | 4.00    | 4.00    | 0.00      |
| Telecommunications Technician I/II                 | 1.00       | 1.00    | 1.00    | 0.00      |
| Department Total                                   | 34.00      | 38.00   | 38.00   | 4.00      |



(Continued next page)



Page intentionally blank

# **Ten Year History**

|                      | 04/05    | 05/06    | 06/07    | 07/08       | 08/09       |
|----------------------|----------|----------|----------|-------------|-------------|
|                      | Actual   | Actual   | Actual   | Actual      | Actual      |
| Cable Franchise Fees | _        | _        | _        | 55,000      | 75,000      |
| Charges for Service  | -        | -        | -        | 1,583,430   | 1,749,521   |
| Misc.                | -        | -        | -        | 94,296      | 783         |
| Total Revenue        | -        | -        | -        | 1,732,726   | 1,825,304   |
| Salaries             | Division | Division | Division | 3,296,810   | 3,410,525   |
| Benefits             | of       | of       | of       | 1,275,261   | 1,332,352   |
| Services & Supplies  | CAO      | CAO      | CAO      | 2,875,564   | 2,585,382   |
| Other Charges        |          |          | -        | -           | 100         |
| Fixed Assets         |          | -        | -        | 225,806     | 327,671     |
| Intrafund Transfers  |          | -        | -        | (4,042,299) | (4,145,380) |
| Total Appropriations | -        | -        | -        | 3,631,142   | 3,510,650   |
| NCC                  | -        | -        | -        | 1,898,416   | 1,685,346   |
| FTE's                | 38       | 38       | 42       | 43          | 42          |

# **Ten Year History**

|                      | 09/10       | 10/11       | 11/12       | 12/13       | 13/14       |
|----------------------|-------------|-------------|-------------|-------------|-------------|
|                      | Actual      | Actual      | Actual      | Projected   | Budget      |
| Cable Franchise Fees | 75,000      | 76,500      | 76,500      | 76,500      | _           |
| Charges for Service  | 1,620,745   | 1,575,148   | 1,261,687   | 1,317,430   | 1,727,311   |
| Misc.                | 8,735       | 762         | 4,152       | -           | -           |
| Total Revenue        | 1,704,480   | 1,652,410   | 1,342,339   | 1,393,930   | 1,727,311   |
| Salaries             | 3,173,714   | 2,991,269   | 2,685,922   | 2,736,864   | 3,041,604   |
| Benefits             | 1,194,832   | 1,185,999   | 1,058,653   | 1,132,761   | 1,316,889   |
| Services & Supplies  | 2,459,222   | 2,078,049   | 2,302,218   | 2,578,096   | 2,800,391   |
| Other Charges        | -           | -           | -           | 94,553      | -           |
| Fixed Assets         | 150,362     | 8,011       | 289,120     | 380,600     | 352,900     |
| Intrafund Transfers  | (3,855,254) | (3,521,506) | (3,218,115) | (3,064,666) | (3,098,123) |
| Total Appropriations | 3,122,876   | 2,741,822   | 3,117,798   | 3,858,208   | 4,413,661   |
| NCC                  | 1,418,396   | 1,089,412   | 1,775,459   | 2,464,278   | 2,686,350   |
| FTE's                | 41          | 36          | 34          | 34          | 38          |

| 7 Year Variance      |           |       |  |  |  |  |  |  |
|----------------------|-----------|-------|--|--|--|--|--|--|
| \$ Change % Change   |           |       |  |  |  |  |  |  |
| Cable Franchise Fees | (55,000)  | -100% |  |  |  |  |  |  |
| Charges for Service  | 143,881   | 9%    |  |  |  |  |  |  |
| Misc.                | (94,296)  | -100% |  |  |  |  |  |  |
| Total Revenue        | (5,415)   | 0%    |  |  |  |  |  |  |
|                      |           |       |  |  |  |  |  |  |
| Salaries             | (255,206) | -8%   |  |  |  |  |  |  |
| Benefits             | 41,628    | 3%    |  |  |  |  |  |  |
| Services & Supplies  | (75,173)  | -3%   |  |  |  |  |  |  |
| Other Charges        | -         | N/A   |  |  |  |  |  |  |
| Fixed Assets         | 127,094   | 56%   |  |  |  |  |  |  |
| Intrafund Transfers  | 944,176   | -23%  |  |  |  |  |  |  |
| Total Appropriations | 782,519   | 22%   |  |  |  |  |  |  |
| NCC                  | 787,934   | 42%   |  |  |  |  |  |  |
| FTE's (5) -12%       |           |       |  |  |  |  |  |  |

Page intentionally blank