

## INFORMATION TECHNOLOGIES

---

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

### Program Summaries

**Administration:**

**Positions: 4.00 FTE**

**Extra Help: \$ 0**

**Total Appropriations: \$ 663,127**

**Total Revenues: \$ 76,500**

**Net County Cost: \$ 586,627**

Administration: Provides overall direction and support for all divisions and groups within I.T., including: administrative support, policy development, implementation and administration, financial planning, budget administration, fiscal control, procurement, contract administration and asset management. I.T. provides contract administration for the cable TV franchises approved by the Board of Supervisors.

**Revenue Source:** Revenue to the Administration Unit is a one time recovery for CATV administrative taken as a portion of Cable Franchise fees paid to the County.

**Application Support/Consulting Services:**

**Positions: 13.55 FTE**

**Extra Help: \$ 0**

**Overtime: \$1,500**

**Total Appropriations: \$1,466,525**

**Total Revenues: \$ 125,440**

**Net County Cost: \$1,341,085**

Application Support/Consulting Services: Provides for complete life cycle application development, support and maintenance, and database design on multi-tiered platforms. This function also provides business processing engineering and project management services, and County-wide training for Lotus Notes, Adobe and Microsoft applications.

Web Services: Provides support for the design and maintenance of the County-wide Web presence as well as support for most departmental Web sites. 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. Note: Nearly 29% (roughly \$476,000) of Application Programming 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. Approximately 15% of Application Programming time is spent on billable activities for individual departments and the remaining 56% 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.

## **INFORMATION TECHNOLOGIES**

---

**Operations/Technical Services:**  
**Positions: 10.45 FTE**  
**Extra Help: \$0**  
**Overtime: \$5,500**

**Total Appropriations: \$ 176,533**  
**Total Revenues: \$ 449,749**  
**Net County Cost: (\$ 273,216)**

Computer Operations: Three 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.

Technical Services: 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.

**Document Processing Center/Records Management:**

Provides printing, duplicating, imaging and document storage for County departments. This unit has one (1) extra help Microfilm/Imaging Tech that performs scanning services for specialized imaging projects as requested by County departments. Salary costs for this employee are recovered throughout the year with document imaging fees.

**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**  
**Overtime: \$3,200**

**Total Appropriations: \$ 470,528**  
**Total Revenues: \$ 660,960**  
**Net County Cost: (\$ 190,432)**

Server Administration: 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.

Technology Consulting: Provides research and development, analysis and recommendations to I.T. and individual County departments regarding hardware, software and various technologies available to the County for 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.

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

## INFORMATION TECHNOLOGIES

---

and software, and coordination with vendors for problem resolution. Coordinates all public works wiring contracts throughout the County.

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

**PC Desktop and Office Systems Support:**

**Positions:** 3.00 FTE  
**Extra Help:** \$ 0  
**Overtime:** \$3,300

**Total Appropriations:** \$ 284,254  
**Total Revenues:** \$ 15,290  
**Net County Cost:** \$ 268,964

Desktop/PC Support: Provides hardware and software support for 1,835 +/- 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:**

**Positions:** 2.00 FTE  
**Extra Help:** \$ 0  
**Overtime:** \$7,500

**Total Appropriations:** \$ 318,704  
**Total Revenues:** \$ 388,000  
**Net County Cost:** \$ (69,296)

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 provide coordination with vendors who provide local and long distance services.

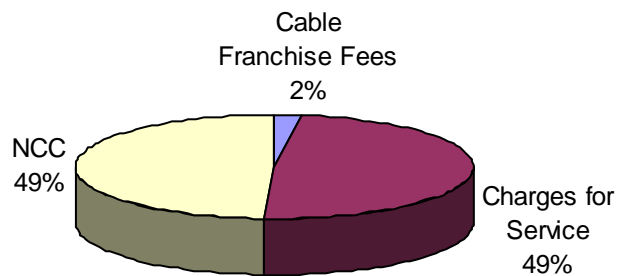
**Revenue Source:** Charges to County Departments and outside Agencies for support.

### Financial Charts

**Source of Funds**

License, Permits & Franchises (\$76,500):  
 Cable Franchise fees

Charges for Service (\$1,639,439): Primarily comprised of network support (\$653,061), mainframe support (\$379,812), telephone equipment & support (\$318,000) programming support (\$123,440),



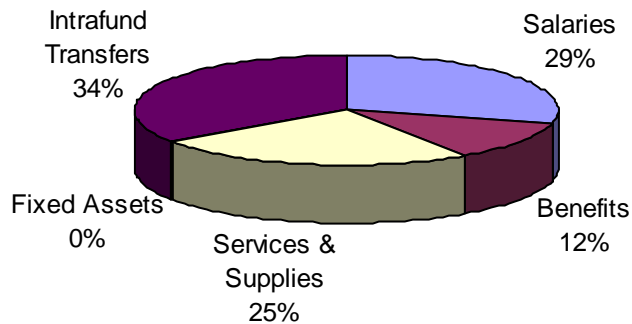
## INFORMATION TECHNOLOGIES

central duplicating (\$42,000) and other charges for services (\$108,836).

Net County Cost (\$1,663,732): The Department is primarily funded with discretionary General Fund tax revenue. These revenues are collected in Department 15 – General Fund Other Operations.

### Use of Funds

**Salaries & Benefits (\$4,424,329):** Primarily comprised of salaries (\$3,106,717), retirement (\$609,471), health insurance (\$459,870), and overtime (\$21,300).



**Services & Supplies (\$2,674,178):** Primarily comprised of telephone company vendor payments (\$735,500), computer maintenance (\$980,000), equipment maintenance (\$245,000), telephone & radio maintenance (\$105,000), equipment lease (\$116,300), professional & specialized services (\$63,000), telephone & radio equipment (\$105,000), computer equipment (\$63,000), software (\$89,000), and software license (\$58,550).

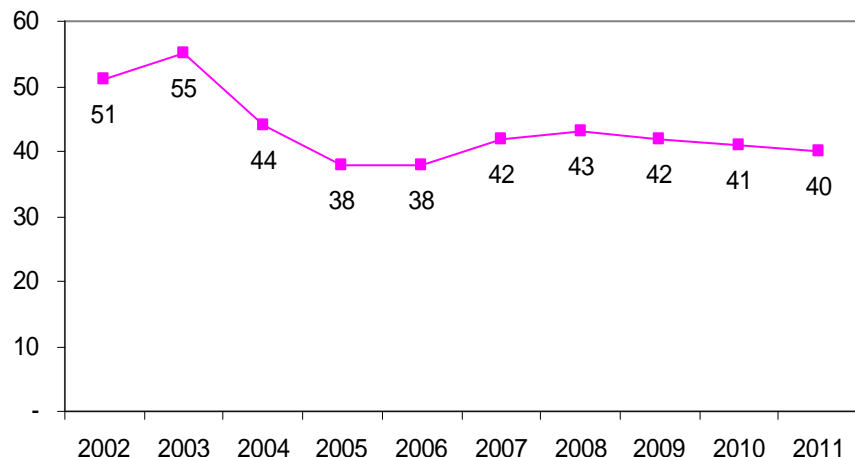
**Fixed Assets (\$37,500):** Comprised of computer equipment.

**Intra-fund Transfers (\$131,638):** Includes charges from other departments for services such as telephone equipment & support (\$1122,100), stores/mail support (\$5,638) and building maintenance (\$3,900).

**Intra-fund Abatement: (-\$3,887,974):** Includes charges to other departments mainframe (-\$1,514,397), network support (-\$1,190,717), telephone equipment & support (-\$795,000), central duplicating (-\$102,000), programming support (-\$155,460), and pc support (-\$114,400).

### Staffing Trend

Staffing for the Information Technologies Department over the past ten years reflects growth in FY 2001-02 and a peak in FY 2002-03 followed by a decline in FY 2003-04 due to



## **INFORMATION TECHNOLOGIES**

---

budget cuts. In FY 2008-09 IT took over the Print Shop from General Services resulting in the addition of 3.0 FTE. All positions in the Information Technology department are located in Placerville.

### **Chief Administrative Office Comments**

The Recommended Budget for the Information Technologies (IT) Department incorporates staffing and operating changes made during FY 2009-10 required to meet budget reductions. It also incorporates the Department's FY 2010-11 target with every effort made towards sustaining operational funding levels.

Revenue in Information Technologies is declining overall by \$743,949. In charges for services (Class 13) the revenue shortfall is \$358,011 below FY 2009-10 levels. The shortfall in intrafund abatements (Class 73) is \$385,938. In both of these areas, the shortfall and problem are primarily attributed to county departments not using planned Information Technologies (IT) services in areas where they have discretionary funds to spend. In some cases the discretionary funding has gone away or departments have chosen to use their funding for other purposes. The result is a decrease in the use of IT as was noted in the Department's FY 2009-10 mid-year report. Rather than overinflating revenue, the FY 2010-11 revenue projections for IT assumes that discretionary services will not be utilized to the same extent as in the past based on this trend. Another factor, to a lesser extent, stems from changes in accounting for certain direct charge backs. In these cases, it appears that revenue has declined when in fact it is applied as a credit directly back to the associated line item. It doesn't show up as revenue in these instances, but IT is being reimbursed by departments for certain expenses.

Total Appropriations have been adjusted in a number of areas, resulting in an overall decrease of \$340,850. In the area of salaries and benefits the following adjustments have been factored into the budget:

Elimination of 1.0 FTE IT Manager – savings of \$139,426. In FY 2009-10 the Assistant Director of Information Technologies retired. One of the two IT Managers has been under-filling the Assistant Director position. Since there will be one vacant position the new IT Department Head can choose to fill that vacancy at either the Assistant Director or the IT Manager level.

True up of the Administrative Services Officer position to a Sr. Department Analyst. This position has been under-filled at the Sr. Department Analyst level since it was added in FY 2007-08. Due to ongoing budget constraints it is not anticipated that this position will be filled at the Administrative Services Officer level in the future. Organizationally, the classification has been reviewed as to need and it is felt that the Sr. Department Analyst is the more appropriate allocated position. Similar adjustments are being made in other departments. There is no reduction in force or cost savings associated with this change.

Temporary Help has been eliminated at a savings of \$24,303. Temporary help has been used in central duplicating/document center on scanning projects for other departments. In prior years there was revenue to support these projects. In FY 2010-11 departments indicated to IT that they did not have revenue to support further projects so temporary help has been removed from the IT budget. This probability was reported in the FY 2009-10 mid-year report and subsequently applied in the FY 2010-11 recommended budget.

## INFORMATION TECHNOLOGIES

---

Because IT is primarily funded by the general fund, much of the work performed is not offset by revenue from cost applied charges or discretionary revenue from other departments. This is part of the cost of maintaining the IT infrastructure countywide. Whenever possible, IT direct bills for services at a rate of \$60/hour. This rate has been in effect for a number of years and is considered to be low. When this rate is factored into the annual cost plan it is often adjusted to a rate above \$100/hour which has an impact on those departments who pay A-87 back to the county. There has been a need for a number of years to have the hourly rate for IT reviewed to determine if a more appropriate rate should be applied. In addition, the mainframe and network cost applied methodologies should be reviewed due to changes in technology that have occurred since the methodologies were developed.

Services and supplies have been reduced by \$618,107. Significant reductions are shown in several line items. Notable changes include a reduction of \$268,100 which is attributed to Calnet 2. Calnet, a State initiative, offers State and participating non-state agencies a comprehensive array of telecommunications services throughout the State of California. The initiative was designed to standardize communications services and obtain those services at the most cost effective way, through competitive bidding. In 2008 the Board entered into the Calnet 2 agreement, electing to acquire services for Voice, Data & Video Services, provided by AT&T. This agreement has enabled the County to drastically reduce communication service costs by approximately \$250,000 per year since full implementation, while expanding services such as increased bandwidth to the Internet and nine County locations. These savings can be reasonably expected to continue throughout the term of the agreement, which could run through 2014.

Computer maintenance has been reduced by \$119,104. This is a result of IT renegotiating several long term maintenance contracts. Professional services have been reduced by \$49,000, Telephone equipment has been reduced by \$42,000 and software has been reduced by \$36,853. External Data Processing has been reduced by \$57,472 which is primarily an accounting change related to CLETS access. This expense is charged directly to departments and will be credited back as a direct expense abatement which will result in a wash. The same is true for printing and duplicating which is reduced by \$21,000. This expense is charged to departments and then credited back as a direct expense abatement resulting in a wash.

Fixed assets have been reduced by \$130,000 to only include items such as switches, routers and items needed to support existing infrastructure.

As discussed above, Information Technologies proposed revenues are based on the current level of service and are considerably lower than previous years. This decrease is due greatly to a general decline in use of discretionary services such as Programming and PC Support by Departments as well as reduced budgeted expenditures lowering the allocation of cost applied. To offset the decrease in revenues, IT has cut expenditures correspondingly to meet their NCC target. As a result of this, IT was unable to include in its budget several significant improvement and infrastructure items that they feel would benefit the County and IT, increasing efficiencies and their ability to provide services.

Should funding become available, IT is requesting the addition of the following items to their operating budget for FY2010-11. The items are listed in priority order:

### **1) System Consultant - (\$50,000)**

## INFORMATION TECHNOLOGIES

---

Due to lack of available funding, IT has made minimal progress on the multi year Application Technology Improvement Program approved by the Information Technology Steering Committee (ITSC) in FY2007-08. The enterprise projects that were targeted by the ITSC at that time were:

- Financial Systems Replacement
  - FAMIS
  - BPREP
  - ADPICS
  - HR / PAYROLL
- Property Tax System Replacement
- Web Content Management
- Land Management Information System (LMIS)

Recognizing that funding for the replacement of these enterprise systems will always be scarce and that the complexity of these projects and resulting risk is high, the ITSC has recommended that this project be approached in phases that can be more easily funded and managed.

As a result, IT is recommending that the Board appropriate an amount not to exceed \$50,000 for a consultant to complete Phase I, an objective Needs Assessment/Business Process Analysis. This analysis will include the following:

- **Strategic Planning/Visioning** to identify executive management needs and future enterprise system goals. This will also provide an opportunity for County leadership to learn about what to expect when pursuing an ERP procurement and implementation project.
- **Functionality Assessment** to ascertain the major strengths/ weaknesses of the current system identify the major functionality needs of staff, and to determine to what extent those needs are being met by the current system or could be met by an ERP system.
- **Technology Assessment** to identify current/planned information technology initiatives that may impact planning efforts for an enterprise system and identify any new requirements.
- **ERP Software and Best Practice Research** including market research, benchmarking and best practice features of ERP/financial systems solutions.
- **Business Case Analysis** will identify the costs and implications of maintaining the current systems, provide cost estimates for an ERP/financial system, assess benefits, identify options, and analyze and evaluate major risk factors.

### 2) Cisco Switch - (\$120,000)

The County has two main data switches that allow backbone connectivity between all County offices throughout the County. One of these data switches is located in Placerville and is considered the core data switch and the other is located at the South Lake Tahoe Government Center. IT has received notice from the vendor, that the core data Placerville switch is End-of-Life and will no longer be covered under maintenance. If this switch were to fail, a majority of the West Slope County agencies would be unable to conduct daily business as they would not have

## **INFORMATION TECHNOLOGIES**

---

access to networked file and print resources, Internet, Intranet, email, etc. Replacement parts will no longer be available and it would be very costly and take several days to replace the switch in an emergency.

### **3) Blue Coat Web Filter Appliance – (\$70,000)**

Over the course of the last year IT has seen increased levels of attacks and infections on County computers rendering them useless without extensive hands-on corrective measures. Other counties, without appliances such as this have experienced massive infections, some taking weeks to resolve. This device monitors and removes harmful web sites, malware including viruses, worms, trojans and other malicious adware when county employees access the Internet. The Blue Coat web filter would allow IT to be proactive instead of reactive when addressing potentially infected computers. Since the Blue Coat web filter has been in operation as a demo model, IT has been able to significantly reduce the amount of infected computers. The Blue Coat web filter was evaluated among three other appliances and was chosen as the best appliance for our needs.

### **4) Avaya Internet Protocol (IP) Switch Upgrade - (\$170,000)**

With approval of current and prior Boards over the past several years, IT has been upgrading the telephone system infrastructure throughout the County as part of the Telecommunications Refresh Program. These upgrades have eliminated obsolete technology and laid the foundation for more efficient and economical VoIP technology which has already been installed in some locations. Over time, VoIP will benefit the County significantly by lowering wiring needs and maintenance costs. IT has replaced the main telephone switches in Placerville and South Lake Tahoe and needs to continue with the refresh program to eliminate or replace the remaining six telephone switches located throughout the County as they are reaching End-of-Life and will not be supported beyond 2012. Based on the Telecommunication Refresh Program supported by the Board of Supervisors and the ITSC, we are requesting \$170,000 to continue with required upgrades to County switches.

### **5) PC Refresh - (\$70,000)**

Due to budget constraints over the previous three years, IT has been unable to include funds for PC Refresh in their annual appropriations. In the past they would place between \$70,000 and \$100,000 in their budget annually to replace computers throughout General Fund departments, with an intended PC refresh rate of three to five years. Each year computers evolve and process more data, employees are requiring more from the data they gather and more applications are being pushed throughout the County requiring improved computing resources. A recent study indicates that approximately 100 PCs throughout the County presently do not meet current standards. The PC Refresh program allows IT to redeploy or recycle older PCs and replace them with newer machines that provide the user with the needed processing resources. \$70,000 would allow IT to purchase approximately 80 - 90 much needed PCs.

### **6) EMC SAN - (\$143,000)**

The Storage Area Network (SAN) is an arrangement of hardware on which much of the County mission critical print and file data and all Enterprise wide data is logically and physically stored within the data center. Based on current and projected data growth throughout the County, IT anticipates exhausting the storage capacity by end of calendar year 2011. The current SAN is



## **INFORMATION TECHNOLOGIES**

---

almost six years old and its technology is obsolete. The existing SAN will only be covered under maintenance for one more year at which time it becomes End-of-Life and maintenance services and replacement parts will no longer be available. New SAN technology would allow the data center to hold more data, access the data faster and have a more robust and secure platform that would support County data storage needs through future years. The amount requested includes professional services for installation, implementation, training, etc.

### **7) SAN Volume Controller (SVC) - (\$25,000)**

The SVC creates a single point of control for data storage resources that increases the amount of useable data available for storage and enhances utilization by increasing the pool of data storage that is accessible from different host applications. In our environment this appliance will allow Linux guest applications running under z/VM on the mainframe to access data stored in the existing SAN and provide another stable processing platform. In addition to the purchase, annual maintenance is estimated to be around \$5,000 per year.

### **8) Production Printer - (\$70,000)**

IT's Xerox DP90 production printer is used for printing critical mainframe reports generated by County departments as a result of daily batch jobs. This printer has produced over 600,000 print pages since 2007 and is reaching the end of its useful life. Over the course of the last three years it has progressively deteriorated and has had to be repaired 18 times this year alone. The proposed replacement printer will be more reliable, require less maintenance and process the same amount of pages in less time, allowing production schedules to be met timely and consistently.

# INFORMATION TECHNOLOGIES

## Financial Information by Fund Type

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

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>TYPE: R REVENUE</b>						
<b>SUBOBJ SUBOBJ TITLE</b>						
0252	FRANCHISE: CABLE	75,000	75,000	76,500	76,500	1,500
<b>CLASS: 02</b>	<b>REV: LICENSE, PERMIT, &amp;</b>	75,000	75,000	76,500	76,500	1,500
1740	CHARGES FOR SERVICES	92,929	97,937	108,836	108,836	10,899
1742	MISC: COPY FEES	3,256	5,600	0	0	-5,600
1771	SUPERIOR COURT SERVICES	14,398	16,200	0	0	-16,200
1800	INTERFND REV: SERVICE BETWEEN FUND	73,791	170,000	0	0	-170,000
1801	INTERFND REV: TELEPHONE EQUIP &	317,568	500,000	318,000	318,000	-182,000
1806	INTERFND REV: CENTRAL DUPLICATING	41,800	65,000	42,000	42,000	-23,000
1808	INTERFND REV: MAINFRAME SUPPORT	403,156	403,156	379,812	379,812	-23,344
1814	INTERFND REV: PC SUPPORT	9,831	13,500	14,290	14,290	790
1816	INTERFND REV: IS PROGRAMMING SUPPORT	40,091	80,400	123,440	123,440	43,040
1820	INTERFND REV: NETWORK SUPPORT	634,830	647,157	653,061	653,061	5,904
<b>CLASS: 13</b>	<b>REV: CHARGE FOR SERVICES</b>	1,631,650	1,998,950	1,639,439	1,639,439	-359,511
<hr/>						
<b>TYPE: R SUBTOTAL</b>		1,706,650	2,073,950	1,715,939	1,715,939	-358,011

# INFORMATION TECHNOLOGIES

## Financial Information by Fund Type

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

		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
3000	PERMANENT EMPLOYEES / ELECTED	3,040,338	3,086,113	3,209,344	3,106,717	20,604
3001	TEMPORARY EMPLOYEES	20,854	24,303	0	0	-24,303
3002	OVERTIME	20,761	21,300	21,000	21,000	-300
3003	STANDBY PAY	15,576	16,155	16,100	16,100	-55
3004	OTHER COMPENSATION	13,187	12,500	12,500	12,500	0
3020	RETIREMENT EMPLOYER SHARE	604,129	639,315	628,842	609,471	-29,844
3022	MEDI CARE EMPLOYER SHARE	43,471	45,332	44,287	42,876	-2,456
3040	HEALTH INSURANCE EMPLOYER SHARE	439,575	407,092	438,905	459,870	52,778
3041	UNEMPLOYMENT INSURANCE EMPLOYER	24,990	24,610	33,810	33,005	8,395
3042	LONG TERM DISABILITY EMPLOYER SHARE	11,813	11,813	11,553	11,203	-610
3043	DEFERRED COMPENSATION EMPLOYER	4,892	5,330	8,783	8,783	3,454
3046	RETIREE HEALTH: DEFINED CONTRIBUTIONS	34,516	34,516	35,000	41,061	6,545
3060	WORKERS' COMPENSATION EMPLOYER	31,695	31,695	32,000	25,743	-5,952
3080	FLEXIBLE BENEFITS	14,940	36,000	42,000	36,000	0
<b>CLASS: 30</b>	<b>SALARY &amp; EMPLOYEE BENEFITS</b>	<b>4,320,738</b>	<b>4,396,072</b>	<b>4,534,123</b>	<b>4,424,328</b>	<b>28,256</b>
4020	CLOTHING & PERSONAL SUPPLIES	0	0	600	600	600
4040	TELEPHONE COMPANY VENDOR PAYMENTS	739,316	1,003,600	735,500	735,500	-268,100
4041	COUNTY PASS THRU TELEPHONE CHARGES	-80,246	-77,855	-66,255	-66,255	11,600
4086	JANITORIAL / CUSTODIAL SERVICES	4,122	5,000	4,801	4,801	-199
4100	INSURANCE: PREMIUM	34,172	34,172	34,172	22,362	-11,810
4140	MAINT: EQUIPMENT	221,000	261,000	245,000	245,000	-16,000
4142	MAINT: TELEPHONE / RADIO	112,000	147,000	105,000	105,000	-42,000
4144	MAINT: COMPUTER	951,194	1,099,194	980,090	980,090	-119,104
4180	MAINT: BUILDING & IMPROVEMENTS	296	9,000	0	0	-9,000
4220	MEMBERSHIPS	430	430	430	430	0
4260	OFFICE EXPENSE	18,112	23,750	21,500	21,500	-2,250
4261	POSTAGE	288	400	300	300	-100
4262	SOFTWARE	125,853	125,853	89,000	89,000	-36,853
4263	SUBSCRIPTION / NEWSPAPER / JOURNALS	100	200	0	0	-200
4264	BOOKS / MANUALS	250	450	200	200	-250
4266	PRINTING / DUPLICATING SERVICES	0	21,000	0	0	-21,000
4300	PROFESSIONAL & SPECIALIZED SERVICES	112,000	112,000	63,000	63,000	-49,000
4302	CONSTRUCT & ENGINEER CONTRACTS	4,746	25,000	25,000	25,000	0
4308	EXTERNAL DATA PROCESSING SERVICES	121,757	92,472	35,000	35,000	-57,472
4400	PUBLICATION & LEGAL NOTICES	250	250	0	0	-250
4420	RENT & LEASE: EQUIPMENT	123,467	123,467	116,300	116,300	-7,167
4440	RENT & LEASE: BUILDING & IMPROVEMENTS	1,820	1,200	1,800	1,800	600
4460	EQUIP: SMALL TOOLS & INSTRUMENTS	3,309	7,450	2,650	2,650	-4,800
4461	EQUIP: MINOR	6,708	3,100	3,000	3,000	-100
4462	EQUIP: COMPUTER	57,440	67,440	63,000	63,000	-4,440
4463	EQUIP: TELEPHONE & RADIO	68,680	93,680	125,000	105,000	11,320

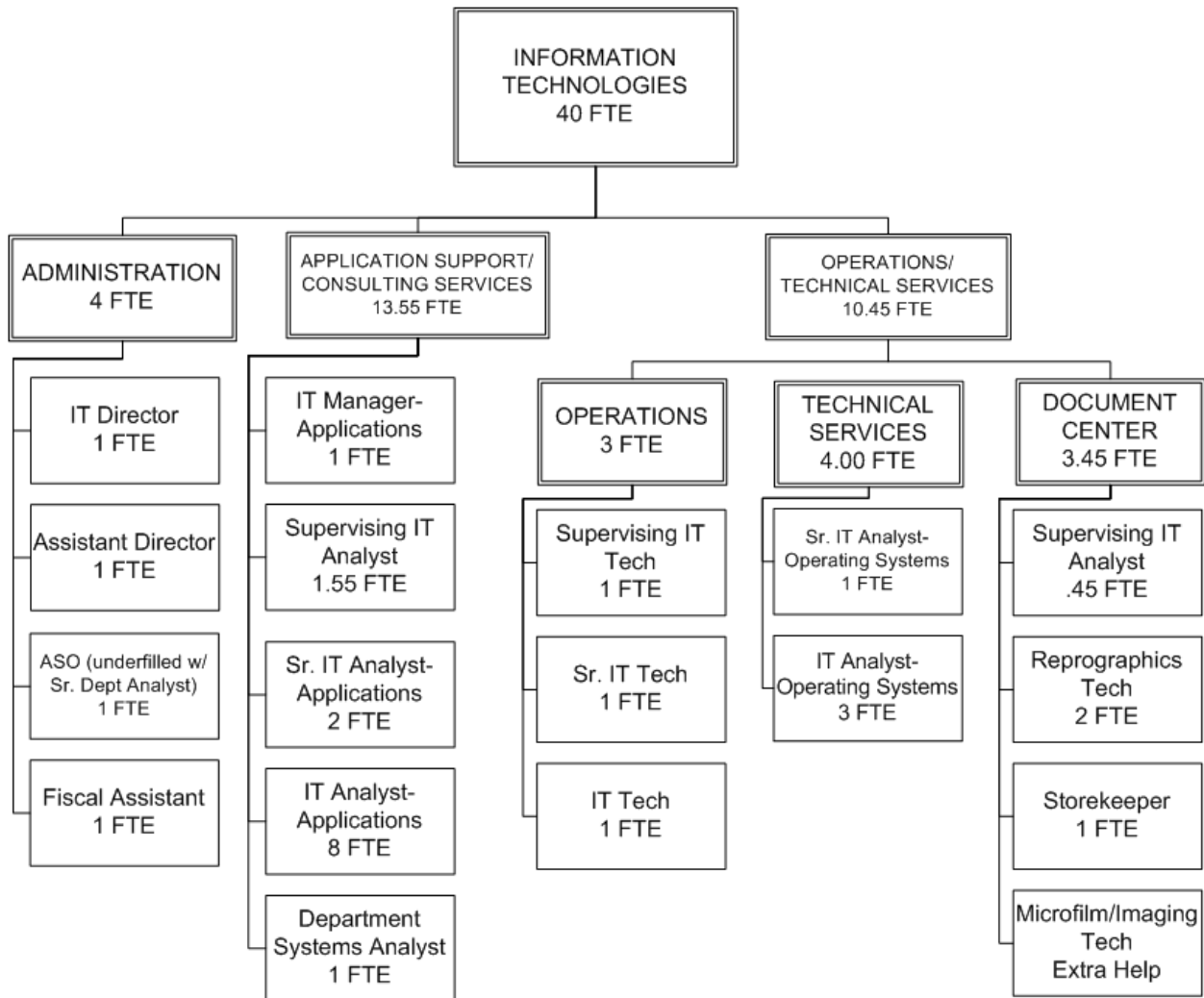
# INFORMATION TECHNOLOGIES

## Financial Information by Fund Type

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

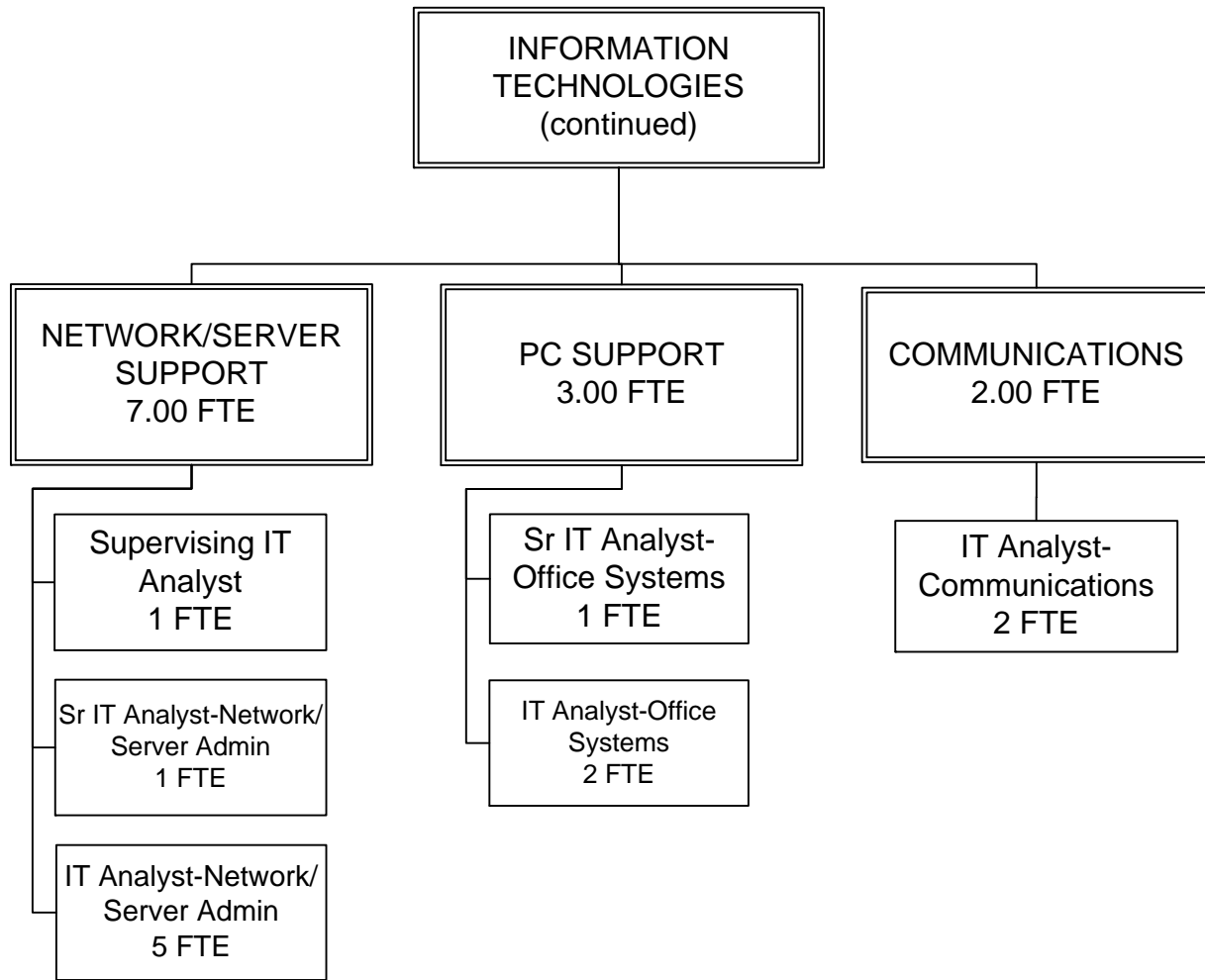
		CURRENT YR		CAO		
		MID-YEAR	APPROVED	DEPARTMENT	RECOMMENDED	
		PROJECTION	BUDGET	REQUEST	BUDGET	DIFFERENCE
<b>TYPE: E EXPENDITURE</b>						
<b>SUBOBJ</b>	<b>SUBOBJ TITLE</b>					
4502	EDUCATIONAL MATERIALS	4,777	2,400	5,000	5,000	2,600
4503	STAFF DEVELOPMENT	17,500	17,500	17,500	17,500	0
4512	INVENTORY: PRINT SHOP GENERAL SVCS	21,920	24,000	22,000	22,000	-2,000
4529	SOFTWARE LICENSE	44,482	44,482	58,550	58,550	14,068
4600	TRANSPORTATION & TRAVEL	2,780	6,600	1,500	1,500	-5,100
4602	MILEAGE: EMPLOYEE PRIVATE AUTO	1,677	3,500	1,500	1,500	-2,000
4605	RENT & LEASE: VEHICLE	9,350	9,350	9,250	9,250	-100
4606	FUEL PURCHASES	4,611	5,200	5,600	5,600	400
<b>CLASS: 40</b>	<b>SERVICE &amp; SUPPLIES</b>	2,734,161	3,292,285	2,705,988	2,674,178	-618,107
6040	FIXED ASSET: EQUIPMENT	56,900	70,000	0	0	-70,000
6042	FIXED ASSET: COMPUTER SYSTEM EQUIP	98,000	98,000	37,500	37,500	-60,500
<b>CLASS: 60</b>	<b>FIXED ASSETS</b>	154,900	168,000	37,500	37,500	-130,500
7200	INTRAFUND TRANSFERS: ONLY GENERAL	25	0	0	0	0
7220	INTRAFND: TELEPHONE EQUIPMENT &	121,280	130,000	122,100	122,100	-7,900
7223	INTRAFND: MAIL SERVICE	851	1,198	1,036	1,036	-162
7224	INTRAFND: STORES SUPPORT	1,732	277	4,602	4,602	4,325
7232	INTRAFND: MAINT BLDG & IMPROVMNTS	4,000	6,600	3,900	3,900	-2,700
<b>CLASS: 72</b>	<b>INTRAFUND TRANSFERS</b>	127,888	138,075	131,638	131,638	-6,437
7350	INTRFND ABATEMENTS: GF ONLY	-16,309	-24,000	-16,000	-16,000	8,000
7354	INTRFND ABATEMENTS: TELEPHONE EQUIP &	-790,972	-872,000	-795,000	-795,000	77,000
7359	INTRFND ABATEMENTS: CENTRAL	-101,306	-210,000	-102,000	-102,000	108,000
7361	INTRFND ABATEMENTS: MAINFRAME	-1,642,900	-1,642,900	-1,514,397	-1,514,397	128,503
7362	INTRFND ABATEMENTS: INTERNET	-113,022	-92,472	0	0	92,472
7363	INTRFND ABATEMENTS: PC SUPPORT	-73,147	-115,000	-114,400	-114,400	600
7365	INTRFND ABATEMENTS: IS PROGRAMMING	-122,852	-150,000	-155,460	-155,460	-5,460
7368	INTRFND ABATEMENTS: IS NETWORK	-1,179,866	-1,167,540	-1,190,717	-1,190,717	-23,177
<b>CLASS: 73</b>	<b>INTRAFUND ABATEMENT</b>	-4,040,374	-4,273,912	-3,887,974	-3,887,974	385,938
<b>TYPE: E SUBTOTAL</b>		3,297,313	3,720,520	3,521,275	3,379,670	-340,850
<b>FUND TYPE: 10</b>	<b>SUBTOTAL</b>	1,590,663	1,646,570	1,805,336	1,663,731	17,161
<b>DEPARTMENT: 10</b>	<b>SUBTOTAL</b>	1,590,663	1,646,570	1,805,336	1,663,731	17,161

# INFORMATION TECHNOLOGIES



# INFORMATION TECHNOLOGIES

---



## INFORMATION TECHNOLOGIES

### Personnel Allocations

Classification Title	2009-10 Adjusted Allocation	2010-11 Dept Request	2010-11 CAO Recm'd	Diff from Adjusted
Director of Information Technology	1.00	1.00	1.00	0.00
Administrative Services Officer	1.00	1.00	0.00	-1.00
Assistant Director of Information Technology	1.00	1.00	1.00	0.00
Department Systems Analyst	1.00	1.00	1.00	0.00
Fiscal Assistant I/II	1.00	1.00	1.00	0.00
Information Analyst Tr/I/II-App/Web Dev/Supt	8.00	8.00	8.00	0.00
IT Analyst Tr/I/II-Networking	2.00	2.00	2.00	0.00
IT Analyst Tr/I/II-Office Systems	2.00	2.00	2.00	0.00
IT Analyst Tr/I/II-Operating Systems	3.00	3.00	3.00	0.00
IT Analyst Tr/I/II-Server Admin	3.00	3.00	3.00	0.00
IT Analyst Tr/I/II-Telecomm	2.00	2.00	2.00	0.00
Information Technology Manager	2.00	2.00	1.00	-1.00
Information Technology Officer	1.00	1.00	1.00	0.00
Information Technology Technician Trainee/I/II/Sr.	2.00	2.00	2.00	0.00
Reprographics Technician I/II	2.00	2.00	2.00	0.00
Sr. Department Analyst	0.00	0.00	1.00	1.00
Sr IT Analyst Tr/I/II-App/Web Dev/Supt	2.00	2.00	2.00	0.00
Sr IT Analyst Tr/I/II-Office Systems	1.00	1.00	1.00	0.00
Sr IT Analyst Tr/I/II-Operating Systems	1.00	1.00	1.00	0.00
Storekeeper II	1.00	1.00	1.00	0.00
Supervising Information Technology Analyst I/II	3.00	3.00	3.00	0.00
Supervising Information Technology Technician	1.00	1.00	1.00	0.00
<b>Department Total</b>	<b>41.00</b>	<b>41.00</b>	<b>40.00</b>	<b>-1.00</b>

## INFORMATION TECHNOLOGIES

### Ten Year History

	01/02 Actual	02/03 Actual	03/04 Actual	04/05 Actual	05/06 Actual
Cable Franchise Fees	-	-	55,000	-	-
Charges for Service	863,434	1,216,665	1,155,918	-	-
Misc.	24,217	13,108	11,697	-	-
<b>Total Revenue</b>	<b>887,651</b>	<b>1,229,773</b>	<b>1,222,615</b>	-	-
Salaries	2,919,186	3,172,703	2,659,607	<i>Division of CAO</i>	<i>Division of CAO</i>
Benefits	593,205	756,663	1,011,574		
Services & Supplies	1,950,971	1,871,263	1,634,699		
Other Charges	112,955	113,365	112,999		
Fixed Assets	523,765	288,079	22,817		-
Intrafund Transfers	(3,450,260)	(3,851,898)	(3,546,309)		-
<b>Total Appropriations</b>	<b>2,649,822</b>	<b>2,350,175</b>	<b>1,895,387</b>	-	-
<b>NCC</b>	<b>1,762,171</b>	<b>1,120,402</b>	<b>672,772</b>	-	-
<b>FTE's</b>	<b>51</b>	<b>55</b>	<b>44</b>	<b>38</b>	<b>38</b>



## INFORMATION TECHNOLOGIES

### Ten Year History

	06/07 Actual	07/08 Actual	08/09 Actual	09/10 Projected	10/11 Budget
Cable Franchise Fees	-	55,000	75,000	75,000	76,500
Charges for Service	-	1,583,430	1,749,521	1,621,332	1,639,439
Misc.	-	94,296	783	-	
<b>Total Revenue</b>	-	<b>1,732,726</b>	<b>1,825,304</b>	<b>1,696,332</b>	<b>1,715,939</b>
Salaries	<i>Division</i>	3,296,810	3,410,525	3,148,166	3,156,317
Benefits	<i>of</i>	1,275,261	1,332,352	1,235,703	1,268,012
Services & Supplies	<i>CAO</i>	2,875,564	2,585,382	2,566,554	2,674,178
Other Charges	-	-	100	-	-
Fixed Assets	-	225,806	327,671	192,069	37,500
Intrafund Transfers	-	(4,042,299)	(4,145,380)	(3,922,852)	(3,756,336)
<b>Total Appropriations</b>	-	<b>3,631,142</b>	<b>3,510,650</b>	<b>3,219,640</b>	<b>3,379,671</b>
<b>NCC</b>	-	<b>1,898,416</b>	<b>1,685,346</b>	<b>1,523,308</b>	<b>1,663,732</b>
<b>FTE's</b>	<b>42</b>	<b>43</b>	<b>42</b>	<b>41</b>	<b>40</b>

10 Year Variance		
	\$ Change	% Change
Cable Franchise Fees	76,500	N/A
Charges for Service	776,005	90%
Misc.	(24,217)	-100%
<b>Total Revenue</b>	<b>828,288</b>	<b>93%</b>
Salaries	237,131	8%
Benefits	674,807	114%
Services & Supplies	723,207	37%
Other Charges	(112,955)	-100%
Fixed Assets	(486,265)	-93%
Intrafund Transfers	(306,076)	9%
<b>Total Appropriations</b>	<b>729,849</b>	<b>28%</b>
<b>NCC</b>	<b>(98,439)</b>	<b>-6%</b>
<b>FTE's</b>	<b>(11)</b>	<b>-22%</b>

**Notes**

Print Shop was added in FY 2008-09 (3 FTE's)