

Department of Information Technology



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Department of Information Technology



Department Description

The Department of Information Technology was established in 1994 and provides citywide strategic technology direction, operational support of application, infrastructure, and wireless technologies, enterprise application services, and manages Information Technology services contracts and assets.

Some key areas of the Department include:

IT Fiscal Services - this group coordinates the citywide IT Budget Process and also monitors and reports on citywide IT expenditures.

IT Contracts Management - this group manages the contract life cycle of citywide IT contracts, Request for Quotations (RFQ)/ Request for Proposals (RFP) / Invitation to Bid (ITBs), contract negotiations, and ensures compliance with all City procurement requirements.

IT Operations Management - this group manages data center, network, help desk, applications, and IT service delivery.

IT Governance and Portfolio Management - this division performs IT-to-business relationship management functions, owns and manages the City's IT governance and project portfolio processes, and monitors financial plans and outcomes of the City's IT investments.

Cyber Security Compliance and Risk Management - this team provides the development, implementation and management of all citywide information security policies, standards, procedures, and internal controls.

Enterprise Applications - this group provides citywide information technology services which includes Systems, Applications and Products (SAP), Geographic Information Systems (GIS), web environments, and citywide content management.

Wireless Technology Services - this group manages the service delivery for public safety wireless communications technologies.

Department of Information Technology

The Department's mission is:

To provide high quality technology and public safety wireless services while driving strategic innovation through collaboration and partnership with City and regional stakeholders.

The Department's vision is:

To be a national municipal leader and strategic business partner for innovative technology solutions.

Goals and Objectives

Goal 1: Modernize and maximize the business value and resiliency of technology services through:

- A comprehensive technology platform and cloud strategy
- Expansion of mobile services and devices
- Improved ease of use for applications and authentication
- Enhanced public safety wireless communications

Goal 2: Deliver and support City technologies by optimizing the skills, training, and organizational structure of City staff to drive innovation and citywide best practices. Drive customer satisfaction through customer feedback and improvements.

- Create a model and Operating Level Agreements (OLA's) for sharing City IT staff between departments
- Develop the skills of City IT staff in project management, business analyst roles, cloud technology, contracts, and security
- Improve service management through best practices and technology automation
- Implement citywide data governance

Goal 3: Advance IT Service Delivery by enhancing City technology contracts for transparency, oversight, and operational excellence

- Engage City departments to make improvements to contract Service Level Agreements (SLA's) to promote innovation and meet changing business requirements
- Develop a long-term roadmap for the City's IT contracts and RFP's

Goal 4: Secure the City's data and technology

- Enhance the automation of security with Security Information and Event Management (SIEM)
- Create an environment where security is a key decision point for all contracts, procurement processes, product selection, adoption, and use
- Modernize, maintain and improve existing security tools in City infrastructure and in the cloud

Key Performance Indicators

Performance Indicator	FY2017 Target	FY2017 Actual	FY2018 Target	FY2018 Actual	FY2019 Target
Percentage availability of public safety wireless services	99.999 %	99.999 %	99.999 %	99.999 %	99.999 %
Percentage of security incidents per month per 10,000 users	< 1.0%	.10%	< 1.0%	.25%	<1.0%
Percentage availability for citywide network and phone systems	99.90 %	99.96 %	99.90 %	99.80 %	99.90 %

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Department Summary

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
FTE Positions (Budgeted)	118.00	120.00	120.00	0.00
Personnel Expenditures	\$ 15,899,348	\$ 17,535,879	\$ 17,958,672	\$ 422,793
Non-Personnel Expenditures	32,387,502	33,339,134	36,335,618	2,996,484
Total Department Expenditures	\$ 48,286,850	\$ 50,875,013	\$ 54,294,290	\$ 3,419,277
Total Department Revenue	\$ 47,981,303	\$ 48,377,041	\$ 53,709,141	\$ 5,332,100

General Fund

Department Expenditures

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Financial & Support Services	\$ 494,454	\$ 482,500	\$ 1,139,200	\$ 656,700
Total	\$ 494,454	\$ 482,500	\$ 1,139,200	\$ 656,700

Significant Budget Adjustments

	FTE	Expenditures	Revenue
Support for Information Technology	0.00	\$ 656,700	\$ -
Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements.			
Total	0.00	\$ 656,700	\$ -

Expenditures by Category

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
NON-PERSONNEL				
Information Technology	\$ 494,454	\$ 482,500	\$ 1,139,200	\$ 656,700
NON-PERSONNEL SUBTOTAL	494,454	482,500	1,139,200	656,700
Total	\$ 494,454	\$ 482,500	\$ 1,139,200	\$ 656,700

Revenues by Category

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Other Revenue	\$ 799	\$ -	\$ -	\$ -

Department of Information Technology

Revenues by Category

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Total	\$ 799 \$	- \$	- \$	-

GIS Fund

Department Expenditures

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Financial & Support Services	\$ (682) \$	- \$	- \$	-
Information Technology	1,868,769	2,417,743	2,643,379	225,636
Total	\$ 1,868,087 \$	2,417,743 \$	2,643,379 \$	225,636

Department Personnel

	FY2017 Budget	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Information Technology	2.00	2.00	2.00	0.00
Total	2.00	2.00	2.00	0.00

Significant Budget Adjustments

	FTE	Expenditures	Revenue
Support for Information Technology Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements.	0.00 \$	254,187 \$	-
Salary and Benefit Adjustments Adjustments to reflect savings resulting from vacant positions for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiations.	0.00	6,294	-
Non-Discretionary Adjustment Adjustment to expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	(34,845)	-
Revised Revenue Adjustment to reflect revised revenue projections.	0.00	-	297,524
Total	0.00 \$	225,636 \$	297,524

Department of Information Technology

Expenditures by Category

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
PERSONNEL				
Personnel Cost	\$ 121,016	\$ 123,094	127,156	4,062
Fringe Benefits	75,194	87,052	89,284	2,232
PERSONNEL SUBTOTAL	196,210	210,146	216,440	6,294
NON-PERSONNEL				
Contracts	\$ 864,609	\$ 852,690	817,845	(34,845)
Information Technology	806,933	1,354,907	1,609,094	254,187
Capital Expenditures	335	-	-	-
NON-PERSONNEL SUBTOTAL	1,671,877	2,207,597	2,426,939	219,342
Total	\$ 1,868,087	\$ 2,417,743	\$ 2,643,379	225,636

Revenues by Category

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Charges for Services	\$ 1,447,938	\$ 2,088,247	2,385,771	297,524
Rev from Money and Prop	4,868	-	-	-
Rev from Other Agencies	186,526	195,303	195,303	-
Total	\$ 1,639,332	\$ 2,283,550	\$ 2,581,074	297,524

Personnel Expenditures

Job Number	Job Title / Wages	FY2017 Budget	FY2018 Budget	FY2019 Adopted	Salary Range	Total
FTE, Salaries, and Wages						
20000293	Information Systems Analyst 3	1.00	1.00	1.00	\$ 61,322 - 74,128	74,128
20000377	Information Systems Technician	1.00	1.00	1.00	43,983 - 53,028	53,028
FTE, Salaries, and Wages Subtotal		2.00	2.00	2.00		\$ 127,156

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Fringe Benefits				
Employee Offset Savings	\$ 515	\$ 513	530	17
Flexible Benefits	18,382	21,682	21,682	-
Long-Term Disability	324	-	-	-
Medicare	1,913	1,785	1,844	59

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	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Other Post-Employment Benefits	11,932	12,002	12,248	246
Retiree Medical Trust	174	179	185	6
Retirement ADC	29,184	38,090	38,472	382
Risk Management Administration	2,079	2,022	2,106	84
Supplemental Pension Savings Plan	9,510	9,708	10,028	320
Unemployment Insurance	222	220	214	(6)
Workers' Compensation	958	851	1,975	1,124
Fringe Benefits Subtotal	\$ 75,194	\$ 87,052	\$ 89,284	2,232
Total Personnel Expenditures		\$ 216,440		

Information Technology Fund

Department Expenditures

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Enterprise IT Sourcing Operations	\$ 2,773,036	\$ 1,817,283	\$ 1,954,878	137,595
Enterprise Resource Planning	(152)	-	-	-
Financial & Support Services	2,786,450	3,993,373	2,480,378	(1,512,995)
Information Technology	4,627,758	5,315,177	6,299,595	984,418
IT Contract Management	518,215	565,867	1,816,214	1,250,347
Project Management Office	363,911	388,730	403,109	14,379
Total	\$ 11,069,218	\$ 12,080,430	\$ 12,954,174	873,744

Department Personnel

	FY2017 Budget	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Enterprise IT Sourcing Operations	10.00	10.00	10.00	0.00
Financial & Support Services	8.00	6.00	6.00	0.00
Information Technology	19.00	23.00	23.00	0.00
IT Contract Management	3.00	3.00	4.00	1.00
Project Management Office	2.00	2.00	2.00	0.00
Total	42.00	44.00	45.00	1.00

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Significant Budget Adjustments

	FTE	Expenditures	Revenue
Transfer of Publishing Services Transfer of 1.00 Administrative Aide 2 and associated non-personnel expenditures from the Public Works Department to the Department of Information Technology related to publishing services operations.	1.00	\$ 1,228,299	\$ 1,407,544
Relocation to 101 Ash Street Addition of one-time non-personnel expenditures related to the office relocation into the 101 Ash Street building.	0.00	180,781	-
Addition of Program Coordinator Addition of 1.00 Program Coordinator to support Payment Card Industry (PCI) compliance.	1.00	158,417	-
Salary and Benefit Adjustments Adjustments to reflect savings resulting from vacant positions for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiations.	0.00	157,203	-
Transfer to IT CIP Contributions Fund Transfer from the Information Technology Fund to the IT CIP Contributions Fund in support of Council docketing system enhancement.	0.00	150,000	-
Support for Information Technology Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements.	0.00	88,745	-
Rental Compensation Addition of non-personnel expenditures for rental compensation to the General Fund for Non-General Fund use of the 101 Ash Street building.	0.00	18,538	-
Reduction of Overtime and Contract Services Reduction of overtime and non-personnel expenditures due to anticipated savings.	0.00	(2,991)	-
Repurpose of Positions Addition of 1.00 Program Coordinator offset by the reduction of 1.00 Supervising Management Analyst to support IT asset management and supervise the citywide IT budget process.	0.00	(43,706)	-
One-Time Reductions and Annualizations Adjustment to reflect one-time revenues and expenditures, and the annualization of revenues and expenditures, implemented in Fiscal Year 2018.	0.00	(185,181)	-
Transfer of Program Manager Transfer of 1.00 Program Manager from the Department of Information Technology to the Purchasing & Contracting Department for information technology services.	(1.00)	(202,560)	-
Reduction of Non-Personnel Expenditures Reduction of non-personnel expenditures due to the sale of the Rose Canyon building resulting in less maintenance expenses.	0.00	(238,618)	-
Non-Discretionary Adjustment Adjustment to expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	(435,183)	-

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Significant Budget Adjustments

	FTE	Expenditures	Revenue
Revised Revenue Adjustment to reflect revised revenue projections.	0.00	-	346,116
Reimbursable Revenue Addition of reimbursable revenue from the Cox Communications Inc. Fund.	0.00	-	172,724
IP Address Lease Revenue Addition of revenue associated with leasing IP addresses that was previously budgeted in the General Fund.	0.00	-	60,000
Total	1.00 \$	873,744 \$	1,986,384

Expenditures by Category

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
PERSONNEL				
Personnel Cost	\$ 3,968,949	\$ 4,177,322	\$ 4,336,757	159,435
Fringe Benefits	2,284,975	2,676,862	2,697,392	20,530
PERSONNEL SUBTOTAL	6,253,924	6,854,184	7,034,149	179,965
NON-PERSONNEL				
Supplies	\$ 14,791	\$ 18,982	\$ 14,174	(4,808)
Contracts	1,247,721	1,423,630	2,068,663	645,033
Information Technology	2,592,913	3,016,103	3,104,848	88,745
Energy and Utilities	116,380	224,134	20,405	(203,729)
Other	6,870	9,500	9,500	-
Transfers Out	-	533,897	702,435	168,538
Capital Expenditures	139,803	-	-	-
Debt	696,818	-	-	-
NON-PERSONNEL SUBTOTAL	4,815,295	5,226,246	5,920,025	693,779
Total	\$ 11,069,218	\$ 12,080,430	\$ 12,954,174	873,744

Revenues by Category

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Charges for Services	\$ 10,585,478	\$ 11,202,127	\$ 13,128,511	1,926,384
Other Revenue	3,782	-	60,000	60,000
Rev from Money and Prop	24,884	-	-	-
Total	\$ 10,614,143	\$ 11,202,127	\$ 13,188,511	1,986,384

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Personnel Expenditures

Job Number	Job Title / Wages	FY2017 Budget	FY2018 Budget	FY2019 Adopted	Salary Range	Total
FTE, Salaries, and Wages						
20000011	Account Clerk	1.00	1.00	0.00	\$ 32,530 - 39,170	\$ -
20000012	Administrative Aide 1	0.00	0.00	1.00	38,181 - 46,002	44,713
20000024	Administrative Aide 2	0.00	0.00	1.00	43,983 - 53,028	53,028
20000119	Associate Management Analyst	1.00	0.00	0.00	55,843 - 67,489	-
20001101	Department Director	1.00	1.00	1.00	61,107 - 231,494	191,105
20001168	Deputy Director	2.00	2.00	2.00	48,516 - 178,445	307,834
20000924	Executive Secretary	1.00	1.00	1.00	44,993 - 54,404	49,834
20000290	Information Systems Analyst 2	1.00	1.00	1.00	55,843 - 67,489	67,489
20000293	Information Systems Analyst 3	9.00	9.00	9.00	61,322 - 74,128	654,346
20000998	Information Systems Analyst 4	4.00	3.00	3.00	68,971 - 83,561	250,683
20000180	Information Systems Manager	1.00	1.00	1.00	87,213 - 105,627	105,627
20000680	Payroll Specialist 2	1.00	1.00	1.00	36,647 - 44,245	43,581
20001234	Program Coordinator	1.00	4.00	6.00	23,764 - 142,455	608,313
20001222	Program Manager	17.00	18.00	17.00	48,516 - 178,445	2,025,561
20000015	Senior Management Analyst	1.00	1.00	1.00	61,322 - 74,128	74,128
20000970	Supervising Management Analyst	1.00	1.00	0.00	68,971 - 83,561	-
	Budgeted Vacancy Savings					(144,431)
	Overtime Budgeted					4,946
FTE, Salaries, and Wages Subtotal		42.00	44.00	45.00		\$ 4,336,757

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Fringe Benefits				
Employee Offset Savings	\$ 49,621	\$ 46,936	\$ 44,056	(2,880)
Flexible Benefits	523,845	618,418	631,714	13,296
Long-Term Disability	10,362	-	-	-
Medicare	58,098	59,477	61,757	2,280
Other Post-Employment Benefits	240,684	258,043	263,332	5,289
Retiree Medical Trust	4,701	5,607	5,951	344
Retirement 401 Plan	2,748	2,568	1,911	(657)
Retirement ADC	1,074,091	1,317,739	1,248,212	(69,527)
Retirement DROP	4,394	4,378	7,988	3,610

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	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Risk Management Administration	42,093	43,473	45,279	1,806
Supplemental Pension Savings Plan	245,028	277,953	296,892	18,939
Unemployment Insurance	7,059	7,466	7,279	(187)
Workers' Compensation	22,252	34,804	83,021	48,217
Fringe Benefits Subtotal	\$ 2,284,975	\$ 2,676,862	\$ 2,697,392	20,530
Total Personnel Expenditures		\$ 7,034,149		

OneSD Support Fund

Department Expenditures

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Enterprise Resource Planning	\$ 26,265,927	\$ 26,781,896	28,225,091	1,443,195
Information Technology	(22)	-	-	-
Total	\$ 26,265,905	\$ 26,781,896	\$ 28,225,091	1,443,195

Department Personnel

	FY2017 Budget	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Enterprise Resource Planning	28.00	28.00	29.00	1.00
Total	28.00	28.00	29.00	1.00

Significant Budget Adjustments

	FTE	Expenditures	Revenue
Support for Information Technology Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements.	0.00	\$ 770,456	-
Salary and Benefit Adjustments Adjustments to reflect savings resulting from vacant positions for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiations.	0.00	309,708	-
Transfer of Program Coordinator Transfer of 1.00 Program Coordinator from the Infrastructure/ Public Works Department to the Department of Information Technology to support SAP system security.	1.00	151,496	-
Transfer to IT CIP Contributions Fund Transfer from the OneSD Support Fund to the IT CIP Contributions Fund to support centralized invoice processing.	0.00	98,000	-

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Significant Budget Adjustments

	FTE	Expenditures	Revenue
Non-Discretionary Adjustment	0.00	92,799	-
Adjustment to expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.			
Rental Compensation	0.00	77,168	-
Addition of non-personnel expenditures for rental compensation to the General Fund for Non-General Fund use of the Civic Center Plaza building.			
Reduction of Non-Personnel Expenditures	0.00	(7,600)	-
Reduction of non-personnel expenditures due to anticipated savings in supplies, travel, and contract-related expenses.			
Repurpose of Positions	0.00	(48,832)	-
Addition of 1.00 Program Coordinator offset by the reduction of 1.00 Business Systems Administrator to support SAP finance and controlling.			
Revised Revenue	0.00	-	2,185,689
Adjustment to reflect revised revenue projections.			
One-Time Reductions and Annualizations	0.00	-	(352,056)
Adjustment to reflect one-time revenues and expenditures, and the annualization of revenues and expenditures, implemented in Fiscal Year 2018.			
Total	1.00 \$	1,443,195 \$	1,833,633

Expenditures by Category

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
PERSONNEL				
Personnel Cost	\$ 2,844,312	\$ 3,012,502	\$ 3,373,924	361,422
Fringe Benefits	1,444,473	1,752,803	1,803,753	50,950
PERSONNEL SUBTOTAL	4,288,785	4,765,305	5,177,677	412,372
NON-PERSONNEL				
Supplies	\$ 11,524	\$ 17,802	\$ 15,092	(2,710)
Contracts	2,358,037	2,922,340	3,012,227	89,887
Information Technology	17,692,724	18,062,553	18,833,009	770,456
Energy and Utilities	9,050	7,478	6,500	(978)
Other	100	1,000	-	(1,000)
Transfers Out	-	306,100	481,268	175,168
Capital Expenditures	89,320	50,000	50,000	-
Debt	1,816,366	649,318	649,318	-
NON-PERSONNEL SUBTOTAL	21,977,120	22,016,591	23,047,414	1,030,823
Total	\$ 26,265,905	\$ 26,781,896	\$ 28,225,091	1,443,195

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Revenues by Category

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Charges for Services	\$ 26,908,953	\$ 25,990,774	\$ 27,824,407	1,833,633
Rev from Money and Prop	64,710	-	-	-
Total	\$ 26,973,663	\$ 25,990,774	\$ 27,824,407	1,833,633

Personnel Expenditures

Job Number	Job Title / Wages	FY2017 Budget	FY2018 Budget	FY2019 Adopted	Salary Range	Total
FTE, Salaries, and Wages						
20000119	Associate Management Analyst	0.00	1.00	0.00	\$ 55,843 - 67,489	-
20001247	Business Systems Analyst 2	1.00	1.00	1.00	61,430 - 74,236	74,235
20001168	Deputy Director	1.00	1.00	1.00	48,516 - 178,445	142,554
20001261	Information Systems Administrator	1.00	1.00	0.00	75,890 - 91,919	-
20001234	Program Coordinator	15.00	14.00	15.00	23,764 - 142,455	1,700,820
20001222	Program Manager	10.00	10.00	11.00	48,516 - 178,445	1,388,352
20000015	Senior Management Analyst	0.00	0.00	1.00	61,322 - 74,128	67,963
FTE, Salaries, and Wages Subtotal		28.00	28.00	29.00		\$ 3,373,924

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Fringe Benefits				
Employee Offset Savings	\$ 31,180	\$ 31,572	\$ 29,225	(2,347)
Flexible Benefits	351,446	407,759	456,464	48,705
Long-Term Disability	7,524	-	-	-
Medicare	41,395	43,683	48,925	5,242
Other Post-Employment Benefits	147,678	162,027	177,596	15,569
Retiree Medical Trust	4,485	4,206	5,999	1,793
Retirement 401 Plan	8,281	8,639	9,602	963
Retirement ADC	663,083	898,122	813,050	(85,072)
Risk Management Administration	25,729	27,297	30,537	3,240
Supplemental Pension Savings Plan	146,272	138,610	180,971	42,361
Unemployment Insurance	5,157	5,395	5,671	276
Workers' Compensation	12,242	25,493	45,713	20,220

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	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Fringe Benefits Subtotal	\$ 1,444,473	\$ 1,752,803	\$ 1,803,753	50,950
Total Personnel Expenditures		\$	5,177,677	

Wireless Communications Technology Fund

Department Expenditures

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Wireless Technology Services	\$ 8,589,186	\$ 9,112,444	\$ 9,332,446	220,002
Total	\$ 8,589,186	\$ 9,112,444	\$ 9,332,446	220,002

Department Personnel

	FY2017 Budget	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Wireless Technology Services	46.00	46.00	44.00	(2.00)
Total	46.00	46.00	44.00	(2.00)

Significant Budget Adjustments

	FTE	Expenditures	Revenue
Public Safety Support Contract Addition of non-personnel expenditures associated with the maintenance contract to support the Public Safety Radio System.	0.00	\$ 550,000	-
Transfer to IT CIP Contributions Fund Transfer from the Wireless Communications Technology Fund to the IT CIP Contributions Fund to support Infrastructure Asset Management (IAM) system enhancements.	0.00	51,679	-
Non-Discretionary Adjustment Adjustment to expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	39,009	-
Salary and Benefit Adjustments Adjustments to reflect savings resulting from vacant positions for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiations.	0.00	23,645	-
Reduction of Account Clerk Reduction of 1.00 Account Clerk in the administrative and accounting section.	(1.00)	(56,152)	-

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Significant Budget Adjustments

	FTE	Expenditures	Revenue
Reduction of Senior Communications Engineer Reduction of 1.00 Senior Communications Engineer in the engineering support section.	(1.00)	(143,331)	-
Support for Information Technology Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements.	0.00	(244,848)	-
Revised Revenue Adjustment to reflect revised revenue projections.	0.00	-	1,266,771
One-Time Reductions and Annualizations Adjustment to reflect one-time revenues and expenditures, and the annualization of revenues and expenditures, implemented in Fiscal Year 2018.	0.00	-	(52,212)
Total	(2.00) \$	220,002 \$	1,214,559

Expenditures by Category

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
PERSONNEL				
Personnel Cost	\$ 3,043,196	\$ 3,144,667	\$ 3,030,378	(114,289)
Fringe Benefits	2,117,234	2,561,577	2,500,028	(61,549)
PERSONNEL SUBTOTAL	5,160,429	5,706,244	5,530,406	(175,838)
NON-PERSONNEL				
Supplies	\$ 254,423	\$ 320,795	\$ 320,795	-
Contracts	1,543,919	1,493,421	2,033,689	540,268
Information Technology	160,952	453,498	208,650	(244,848)
Energy and Utilities	280,466	307,816	356,344	48,528
Other	19	1,400	1,400	-
Transfers Out	-	-	51,679	51,679
Capital Expenditures	348,702	-	-	-
Debt	840,275	829,270	829,483	213
NON-PERSONNEL SUBTOTAL	3,428,757	3,406,200	3,802,040	395,840
Total	\$ 8,589,186	\$ 9,112,444	\$ 9,332,446	220,002

Revenues by Category

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Charges for Services	\$ 8,633,934	\$ 8,852,329	\$ 10,064,011	1,211,682
Other Revenue	32,360	-	-	-

Department of Information Technology

Revenues by Category

	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Rev from Money and Prop	51,790	48,261	48,261	-
Rev from Other Agencies	35,281	-	-	-
Transfers In	-	-	2,877	2,877
Total	\$ 8,753,366	\$ 8,900,590	\$ 10,115,149	1,214,559

Personnel Expenditures

Job Number	Job Title / Wages	FY2017 Budget	FY2018 Budget	FY2019 Adopted	Salary Range	Total
FTE, Salaries, and Wages						
20000011	Account Clerk	2.00	2.00	1.00	\$ 32,530 - 39,170	\$ 38,582
20000251	Apprentice 1-Communications Technician	3.00	0.00	1.00	41,297 - 55,048	47,156
20000252	Apprentice 2-Communications Technician	0.00	4.00	0.00	51,610 - 65,383	-
20000139	Associate Communications Engineer	5.00	5.00	4.00	68,821 - 83,109	318,148
20000403	Communications Technician	17.00	16.00	19.00	60,076 - 72,044	1,345,454
20000405	Communications Technician Supervisor	2.00	2.00	2.00	68,885 - 83,260	166,520
20001168	Deputy Director	1.00	1.00	1.00	48,516 - 178,445	142,554
20000419	Equipment Technician 1	6.00	6.00	6.00	37,193 - 44,563	252,638
20000425	Equipment Technician 2	2.00	2.00	2.00	40,803 - 48,645	89,448
20000288	Senior Communications Engineer	1.00	1.00	1.00	79,328 - 95,915	95,562
20000897	Senior Communications Technician	4.00	4.00	4.00	63,063 - 75,632	302,528
20000402	Senior Communications Technician Supervisor	1.00	1.00	1.00	79,242 - 95,657	95,475
20000015	Senior Management Analyst	1.00	1.00	1.00	61,322 - 74,128	73,016
20000955	Storekeeper 1	1.00	1.00	1.00	35,753 - 42,887	42,887
	Budgeted Vacancy Savings					(109,624)
	Overtime Budgeted					70,768
	Reg Pay For Engineers					39,266
	Vacation Pay In Lieu					20,000
FTE, Salaries, and Wages Subtotal		46.00	46.00	44.00		\$ 3,030,378

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	FY2017 Actual	FY2018 Budget	FY2019 Adopted	FY2018-2019 Change
Fringe Benefits				
Employee Offset Savings	\$ 10,364	\$ 10,099	\$ 10,245	146
Flexible Benefits	416,448	506,179	468,984	(37,195)
Long-Term Disability	7,776	-	-	-
Medicare	44,598	42,391	42,267	(124)
Other Post-Employment Benefits	257,611	270,045	257,208	(12,837)
Retiree Medical Trust	1,520	1,720	1,964	244
Retirement 401 Plan	1,772	1,721	1,886	165
Retirement ADC	1,117,876	1,453,617	1,420,636	(32,981)
Retirement DROP	12,331	12,791	6,933	(5,858)
Risk Management Administration	44,880	45,495	44,226	(1,269)
Supplemental Pension Savings Plan	172,861	179,174	174,547	(4,627)
Unemployment Insurance	5,308	5,325	4,876	(449)
Workers' Compensation	23,889	33,020	66,256	33,236
Fringe Benefits Subtotal	\$ 2,117,234	\$ 2,561,577	\$ 2,500,028	(61,549)
Total Personnel Expenditures		\$	5,530,406	

Department of Information Technology

Revenue and Expense Statement (Non-General Fund)

GIS Fund	FY2017 Actual	FY2018* Budget	FY2019 Adopted
BEGINNING BALANCE AND RESERVES			
Balance from Prior Year	\$ 353,823	\$ 125,068	\$ 91,804
TOTAL BALANCE AND RESERVES	\$ 353,823	\$ 125,068	\$ 91,804
REVENUE			
Charges for Services	\$ 1,447,938	\$ 2,088,247	\$ 2,385,771
Revenue from Other Agencies	186,526	195,303	195,303
Revenue from Use of Money and Property	4,868	-	-
TOTAL REVENUE	\$ 1,639,332	\$ 2,283,550	\$ 2,581,074
TOTAL BALANCE, RESERVES, AND REVENUE	\$ 1,993,155	\$ 2,408,618	\$ 2,672,878
OPERATING EXPENSE			
Personnel Expenses	\$ 121,016	\$ 123,094	\$ 127,156
Fringe Benefits	75,194	87,052	89,284
Contracts	864,609	852,690	817,845
Information Technology	806,933	1,354,907	1,609,094
Capital Expenditures	335	-	-
TOTAL OPERATING EXPENSE	\$ 1,868,087	\$ 2,417,743	\$ 2,643,379
TOTAL EXPENSE	\$ 1,868,087	\$ 2,417,743	\$ 2,643,379
BALANCE	\$ 125,068	\$ (9,125)¹	\$ 29,499
TOTAL BALANCE, RESERVES, AND EXPENSE	\$ 1,993,155	\$ 2,408,618	\$ 2,672,878

* At the time of publication, audited financial statements for Fiscal Year 2018 were not available. Therefore, the Fiscal Year 2018 column reflects final budgeted revenue and expense amounts from the Fiscal Year 2018 Adopted Budget, while the beginning Fiscal Year 2018 balance amount reflects the audited Fiscal Year 2017 ending balance².

¹ In Fiscal Year 2018 the budget reflects a negative ending fund balance due to unanticipated expenditures in Fiscal Year 2017 which will be mitigated in Fiscal Year 2019.

Department of Information Technology

Revenue and Expense Statement (Non-General Fund)

Information Technology Fund	FY2017 Actual	FY2018* Budget	FY2019 Adopted
BEGINNING BALANCE AND RESERVES			
Balance from Prior Year	\$ 2,054,096	\$ 1,599,021	\$ 589,157
TOTAL BALANCE AND RESERVES	\$ 2,054,096	\$ 1,599,021	\$ 589,157
REVENUE			
Charges for Services	\$ 10,585,478	\$ 11,202,127	\$ 13,128,511
Other Revenue	3,782	-	60,000
Revenue from Use of Money and Property	24,884	-	-
TOTAL REVENUE	\$ 10,614,143	\$ 11,202,127	\$ 13,188,511
TOTAL BALANCE, RESERVES, AND REVENUE	\$ 12,668,239	\$ 12,801,148	\$ 13,777,668
OPERATING EXPENSE			
Personnel Expenses	\$ 3,968,949	\$ 4,177,322	\$ 4,336,757
Fringe Benefits	2,284,975	2,676,862	2,697,392
Supplies	14,791	18,982	14,174
Contracts	1,247,721	1,423,630	2,068,663
Information Technology	2,592,913	3,016,103	3,104,848
Energy and Utilities	116,380	224,134	20,405
Other Expenses	6,870	9,500	9,500
Transfers Out	-	533,897	702,435
Capital Expenditures	139,803	-	-
Debt Expenses	696,818	-	-
TOTAL OPERATING EXPENSE	\$ 11,069,218	\$ 12,080,430	\$ 12,954,174
TOTAL EXPENSE	\$ 11,069,218	\$ 12,080,430	\$ 12,954,174
BALANCE	\$ 1,599,021	\$ 720,718	\$ 823,494
TOTAL BALANCE, RESERVES, AND EXPENSE	\$ 12,668,239	\$ 12,801,148	\$ 13,777,668

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Revenue and Expense Statement (Non-General Fund)

OneSD Support Fund	FY2017 Actual	FY2018* Budget	FY2019 Adopted
BEGINNING BALANCE AND RESERVES			
Balance from Prior Year	\$ 603,299	\$ 1,311,057	\$ 752,457
Continuing Appropriation - CIP	3,745,212	173,572	10,620
TOTAL BALANCE AND RESERVES	\$ 4,348,511	\$ 1,484,629	\$ 763,077
REVENUE			
Charges for Services	\$ 26,908,953	\$ 25,990,774	\$ 27,824,407
Revenue from Use of Money and Property	64,710	-	-
TOTAL REVENUE	\$ 26,973,663	\$ 25,990,774	\$ 27,824,407
TOTAL BALANCE, RESERVES, AND REVENUE	\$ 31,322,174	\$ 27,475,403	\$ 28,587,484
OPERATING EXPENSE			
Personnel Expenses	\$ 2,844,312	\$ 3,012,502	\$ 3,373,924
Fringe Benefits	1,444,473	1,752,803	1,803,753
Supplies	11,524	17,802	15,092
Contracts	2,358,037	2,922,340	3,012,227
Information Technology	17,692,724	18,062,553	18,833,009
Energy and Utilities	9,050	7,478	6,500
Other Expenses	100	1,000	-
Transfers Out	-	306,100	481,268
Capital Expenditures	89,320	50,000	50,000
Debt Expenses	1,816,366	649,318	649,318
TOTAL OPERATING EXPENSE	\$ 26,265,905	\$ 26,781,896	\$ 28,225,091
EXPENDITURE OF PRIOR YEAR FUNDS			
CIP Expenditures	\$ 3,571,640	-	-
TOTAL EXPENDITURE OF PRIOR YEAR FUNDS	\$ 3,571,640	\$ -	\$ -
TOTAL EXPENSE	\$ 29,837,545	\$ 26,781,896	\$ 28,225,091
RESERVES			
Continuing Appropriation - CIP	\$ 173,572	\$ 173,572	\$ 10,620
TOTAL RESERVES	\$ 173,572	\$ 173,572	\$ 10,620
BALANCE	\$ 1,311,057	\$ 519,935	\$ 351,773
TOTAL BALANCE, RESERVES, AND EXPENSE	\$ 31,322,174	\$ 27,475,403	\$ 28,587,484

* At the time of publication, audited financial statements for Fiscal Year 2018 were not available. Therefore, the Fiscal Year 2018 column reflects final budgeted revenue and expense amounts from the Fiscal Year 2018 Adopted Budget, while the beginning Fiscal Year 2018 balance amount reflects the audited Fiscal Year 2017 ending balance.

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Revenue and Expense Statement (Non-General Fund)

Wireless Communications Technology Fund	FY2017 Actual	FY2018* Budget	FY2019 Adopted
BEGINNING BALANCE AND RESERVES			
Balance from Prior Year	\$ 321,633	\$ 485,813	\$ 198,529
TOTAL BALANCE AND RESERVES	\$ 321,633	\$ 485,813	\$ 198,529
REVENUE			
Charges for Services	\$ 8,633,935	\$ 8,852,329	\$ 10,064,011
Other Revenue	32,360	-	-
Revenue from Other Agencies	35,281	-	-
Revenue from Use of Money and Property	51,790	48,261	48,261
Transfers In	-	-	2,877
TOTAL REVENUE	\$ 8,753,366	\$ 8,900,590	\$ 10,115,149
TOTAL BALANCE, RESERVES, AND REVENUE	\$ 9,074,999	\$ 9,386,403	\$ 10,313,678
OPERATING EXPENSE			
Personnel Expenses	\$ 3,043,196	\$ 3,144,667	\$ 3,030,378
Fringe Benefits	2,117,234	2,561,577	2,500,028
Supplies	254,423	320,795	320,795
Contracts	1,543,919	1,493,421	2,033,689
Information Technology	160,952	453,498	208,650
Energy and Utilities	280,466	307,816	356,344
Other Expenses	19	1,400	1,400
Transfers Out	-	-	51,679
Capital Expenditures	348,702	-	-
Debt Expenses	840,275	829,270	829,483
TOTAL OPERATING EXPENSE	\$ 8,589,186	\$ 9,112,444	\$ 9,332,446
TOTAL EXPENSE	\$ 8,589,186	\$ 9,112,444	\$ 9,332,446
BALANCE	\$ 485,813	\$ 273,959	\$ 981,232
TOTAL BALANCE, RESERVES, AND EXPENSE	\$ 9,074,999	\$ 9,386,403	\$ 10,313,678

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