

Guide to the Budget

Volume II

Service Efforts and Accomplishments

This is a narrative describing major efforts and achievements of a department. Programs, grants, and other major activities not included in the tactical plan are included at the discretion of the department. This area is appropriate for describing milestones met, services provided, accomplishments, as well as awards and special recognitions that the department has received.

Department Summary

The Department Summary table summarizes positions, expenditures, and revenue. Grant Funds and Capital Funds are not included.

Department Summary

	FY2012 Actual	FY2013 Budget	FY2014 Adopted	FY2013–2014 Change
FTE Positions (Budgeted)	26.00	100.00	103.26	3.26
Personnel Expenditures	\$ 2,730,052	\$ 12,300,758	\$ 13,226,451	\$ 925,693
Non-Personnel Expenditures	3,168,337	34,474,054	31,246,476	(3,227,578)
Total Department Expenditures	\$ 5,898,389	\$ 46,774,812	\$ 44,472,927	\$ (2,301,885)
Total Department Revenue	\$ 6,919,630	\$ 43,694,645	\$ 39,341,843	\$ (4,352,802)

Department Expenditures and Personnel

The Department Expenditures and Department Personnel sections display expenditures and positions by fund and division.

Department Expenditures

	FY2012 Actual	FY2013 Budget	FY2014 Adopted	FY2013–2014 Change
Financial & Support Services	\$ 1,754,620	\$ 1,699,003	\$ 2,370,223	\$ 671,220
IT Services Sourcing	-	3,004,449	2,528,773	(475,676)
Information Technology	2,615,838	4,382,264	5,334,308	952,044
Project Management Office	159,249	-	-	-
Total	\$ 4,529,707	\$ 9,085,716	\$ 10,233,304	\$ 1,147,588

Department Personnel

	FY2012 Budget	FY2013 Budget	FY2014 Adopted	FY2013–2014 Change
Financial & Support Services	11.00	6.00	10.00	4.00
IT Services Sourcing	0.00	11.00	6.00	(5.00)
Information Technology	14.00	15.00	23.00	8.00
Project Management Office	1.00	0.00	0.00	0.00
Total	26.00	32.00	39.00	7.00

Note: In some instances, the sum of individual expenditure line items may not match the bottom-line totals due to rounding.

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Significant Budget Adjustments

The Significant Budget Adjustments section lists key program and personnel changes by fund. Position adjustments are included and impacts of adjustments are described.

Significant Budget Adjustments (Cont'd)

	FTE	Expenditures	Revenue
Administrative Positions Transfer Transfer of 1.00 FTE position from the OneSD Support Fund and 5.00 FTE positions and associated expenditures from the Wireless Communications Fund to the Information Technology Fund.	6.00	490,159	-
Funding for Added Facility Adjustment reflects the addition of half-year funding for operational expenditures associated with maintaining the added facility formerly belonging to San Diego Data Processing Corporation.	0.00	450,000	-

Expenditures by Category

The Expenditures by Category table represents how a department's budget is distributed within major expenditure categories.

Expenditures by Category

	FY2012 Actual	FY2013 Budget	FY2014 Adopted	FY2013–2014 Change
PERSONNEL				
Personnel Cost	\$ -	\$ 118,615	\$ 117,460	\$ (1,155)
Fringe Benefits	-	60,545	100,264	39,719
PERSONNEL SUBTOTAL	\$ -	\$ 179,160	\$ 217,724	\$ 38,564
NON-PERSONNEL				
Contracts	\$ 603,176	\$ 687,523	\$ 494,477	\$ (193,046)
Information Technology	572,436	773,776	872,837	99,061
Other	2	-	-	-
NON-PERSONNEL SUBTOTAL	\$ 1,175,614	\$ 1,461,299	\$ 1,367,314	\$ (93,985)
Total	\$ 1,175,614	\$ 1,640,459	\$ 1,585,038	\$ (55,421)

Revenues by Category

The Revenues by Category table displays budgeted revenues by category.

Revenues by Category

	FY2012 Actual	FY2013 Budget	FY2014 Adopted	FY2013–2014 Change
Other Revenue	\$ -	\$ 195,303	\$ 195,303	\$ -
Rev from Money and Prop	1,010	-	-	-
Transfers In	1,407,707	1,420,971	1,420,971	-
Total	\$ 1,408,717	\$ 1,616,274	\$ 1,616,274	\$ -

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Personnel Expenditures

The Personnel Expenditures section displays the number of budgeted positions, salary amounts by job classification, special assignment pays, and fringe benefits.

Personnel Expenditures (Cont'd)

Job Number	Job Title / Wages	FY2012 Budget	FY2013 Budget	FY2014 Adopted	Salary Range	Total
20000377	Information Systems Technician	0.00	1.00	1.00	42,578 - 51,334	50,692
FTE, Salaries, and Wages Subtotal		0.00	2.00	2.00		\$ 117,460
		FY2012 Actual	FY2013 Budget	FY2014 Adopted	FY2013-2014 Change	
Fringe Benefits						
	Employee Offset Savings	\$ -	\$ 2,853	\$ 2,516		\$ (337)
	Flexible Benefits	-	13,776	16,971		3,195
	Long-Term Disability	-	704	632		(72)
	Medicare	-	1,790	1,712		(78)
	Other Post-Employment Benefits	-	12,654	12,482		(172)
	Retirement ARC	-	15,835	56,217		40,382
	Retirement DROP	-	2,467	-		(2,467)
	Retirement Offset Contribution	-	170	-		(170)
	Risk Management Administration	-	2,084	1,894		(190)
	Supplemental Pension Savings Plan	-	6,193	5,142		(1,051)
	Unemployment Insurance	-	358	336		(22)
	Workers' Compensation	-	1,661	2,362		701
Fringe Benefits Subtotal		\$ -	\$ 60,545	\$ 100,264		\$ 39,719
Total Personnel Expenditures					\$ 217,724	

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Revenue and Expense Statement

The Revenue and Expense Statement is a financial document that presents revenue, expense, reserve, and fund balance information. Revenue and Expense Statements are not provided for departments or programs within the General Fund.

Revenue and Expense Statement (Non-General Fund)

Information Technology Fund	FY2012 Actual	FY2013 [*] Budget	FY2014 Adopted
BEGINNING BALANCE AND RESERVES			
Balance from Prior Year	\$ 901,889	\$ 1,523,878	\$ 1,223,455
TOTAL BALANCE AND RESERVES	\$ 901,889	\$ 1,523,878	\$ 1,223,455
REVENUE			
Reimbursement Between Funds/Departments	\$ 30,535	\$ 7,818,160	\$ 9,089,850
Reimbursement From Other Agencies	81,736	-	-
Interest and Dividends	6,460	-	-
Transfers In	5,390,078	-	-
TOTAL REVENUE	\$ 5,508,809	\$ 7,818,160	\$ 9,089,850
TOTAL BALANCE, RESERVES, AND REVENUE	\$ 6,410,698	\$ 9,342,038	\$ 10,313,305
OPERATING EXPENSE			
Personnel Expense	\$ 2,730,052	\$ 4,365,438	\$ 5,248,057
Non-Personnel Expense	1,799,655	4,720,278	4,985,247
TOTAL OPERATING EXPENSE	\$ 4,529,707	\$ 9,085,716	\$ 10,233,304
TOTAL EXPENSE	\$ 4,529,707	\$ 9,085,716	\$ 10,233,304
BALANCE	\$ 1,880,991	\$ 256,322	\$ 80,001
TOTAL BALANCE, RESERVES, AND EXPENSE	\$ 6,410,698	\$ 9,342,038	\$ 10,313,305

^{*}At the time of publication, audited financial statements for Fiscal Year 2013 were not available. Therefore, the Fiscal Year 2013 column reflects final budget amounts from the Fiscal Year 2013 Adopted Budget. As such, current fiscal year balances and reserves are estimates of carryover from the previous fiscal year.



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