

INTERNAL SERVICE FUND

DEPARTMENT/AGENCY/OFFICE NAME: Department of Information Technology

DEPARTMENT/AGENCY/OFFICE NUMBER: 020

DEPARTMENT BUDGET SUMMARY							
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Description	FY16 Actual	FY17 Actual	FY18 Adopted	FY19 Proposed	Variance FY18 vs. FY19	FY 20 Proposed	Variance FY19 vs. FY20
DEPARTMENT BUDGET SUMMARY							
General Fund Agency Personnel	\$ 7,535,288	\$ 6,770,345	\$ -	\$ -	\$ -	\$ -	\$ -
General Fund Agency Operating (less Transfers Out)	11,010,847	9,806,187	-	p	-	-	-
General Fund Agency Transfers Out	-	-	-	-	-	-	-
Total General Fund Expenditures	\$ 18,546,135	\$ 16,576,532	\$ -	\$ -	\$ -	\$ -	\$ -
Internal Service Fund Agency Personnel	\$ -	\$ -	\$ 9,344,593	\$ 9,186,361	\$ (158,232)	\$ 9,215,683	\$ 29,322
Internal Service Fund Operating (less Transfers Out)	-	-	14,990,481	15,079,963	89,482	15,779,846	699,883
Internal Service Fund Agency Transfers Out	-	-	56,629	80,403	23,774	87,689	7,286
Total General Fund Expenditures	\$ -	\$ -	\$ 24,391,703	\$ 24,346,727	\$ (44,976)	\$ 25,083,218	\$ 736,491

PROPOSED PERSONNEL CHANGES							
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Description	FY16 Actual	FY17 Actual	FY18 Adopted	FY19 Proposed	Variance FY18 vs. FY19	FY 20 Proposed	Variance FY19 vs. FY20
PROPOSED CHANGES IN PERSONNEL (FTEs)							
Funded Filled Positions	86.60	87.60	66.60	65.60	(1.00)	65.60	0.00
Unfilled Positions (Vacant/New)	16.00	17.00	26.00	27.00	1.00	27.00	0.00
Proposed Vacancy Funding	\$ 181,873	\$ -	\$ 2,362,497	\$ 2,477,197	\$ 114,700	\$ 2,477,197	\$ -

Mandatory: Federal, state, local law; court order; life, safety or health issue; matching grant

Discretionary: Mayoral priority; based on performance metric; other

INTERNAL SERVICE FUND

<u>PROPOSED BUDGETARY CHANGES</u>					
(1) Description	(2)	(3)	(4)	(5)	(6)
PROPOSED CHANGES IN OPERATIONS	MANDATORY/ DISCRETIONARY	SERVICE	FY19 COST	FY20 COST	COMMENTS
Major Change:			\$ -	\$ -	
Subtotal: Major Changes			\$ -	\$ -	
Fringe Benefits Increase	Mandatory	Non-Service	\$ -	\$ 5,915	Due to annual increase in benefit costs
Full-time Permanent	Discretionary	Non-Service	\$ -	\$ 23,407	Due to anticipated higher salary requests
Cleaning/Janitorial	Discretionary	Non-Service	\$ -	\$ (5,000)	Floor repair completed in FY 19
Public Infor & Relations Services	Discretionary	Non-Service	\$ -	\$ 500	Due to higher subscription and membership costs
Management Services	Discretionary	Non-Service	\$ -	\$ (20,000)	Due to lower expected recruitment costs
Equipment Repair and Maint	Discretionary	Non-Service	\$ -	\$ 50,000	Repair of out-of-warranty but not end-of-life computers
Transportation Services	Discretionary	Non-Service	\$ -	\$ 100	Due to aging vehicles, frequent repairs
Equipment Rental	Discretionary	Non-Service	\$ -	\$ (15,462)	Lower costs for IBM Lease Contract
Security/Monitoring Services	Discretionary	Non-Service	\$ -	\$ 20,000	Due to anticipated higher contract pricing
Contract and temp Personnel	Discretionary	Non-Service	\$ -	\$ 26,000	Due to higher anticipated temporary staffing needs
Office Supplies and Stationary	Discretionary	Non-Service	\$ -	\$ (31,574)	Due to lower Xerox equipment Contract Pricing (**Copier contract goes on the Office Supply Line)
Postal Services	Discretionary	Non-Service	\$ -	\$ 151	Due to lower anticipated postal costs
Telecommunications Services	Discretionary	Non-Service	\$ -	\$ 1,000	Due to anticipated higher contract pricing
Employee Training	Discretionary	Non-Service	\$ -	\$ (19,501)	Due to lower anticipated costs for training
Software	Discretionary	Non-Service	\$ -	\$ (294,823)	Funds were moved to software License
Software License	Discretionary	Non-Service	\$ -	\$ 294,823	Moved from Software
Software License	Discretionary	Non-Service	\$ -	\$ 289,804	Anticipated license increase fees for Infrastructure
Structural Repair/Main Materials	Discretionary	Non-Service	\$ -	\$ (130,618)	Due to lower expected structural costs
Fuel for Dept Owned Vehicles	Discretionary	Non-Service	\$ -	\$ 91	Due to anticipated higher fuel costs
Equipment and other Assets Exp	Discretionary	Non-Service	\$ -	\$ 534,392	Net increase for EUS and Infrastructure equipment replacement
Operating Transfers to ISF	Discretionary	Non-Service	\$ -	\$ 7,286	Due to anticipated higher Risk Mgt Costs
Subtotal: Non-Service Major Changes			\$ -	\$ 736,491	
*Total Proposed Budgetary Changes			\$ -	\$ 736,491	

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Discretionary: Mayoral priority; based on performance metric; other