



Legislation Review

Review of the Fiscal Year 2025 Proposed Current Expense Budget Office of Information Technology

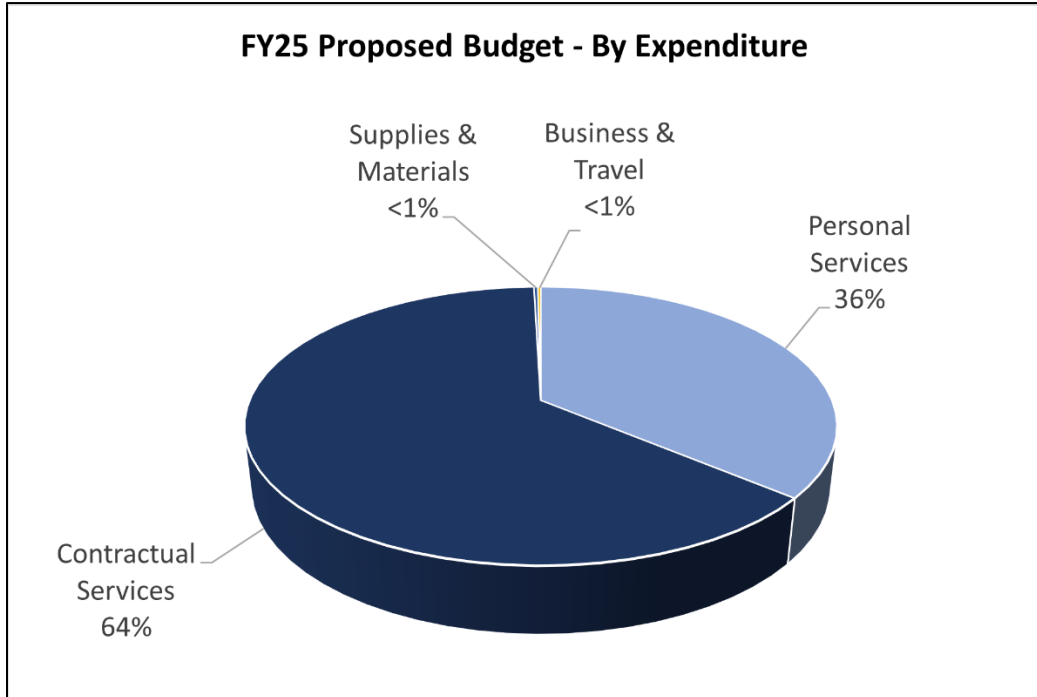
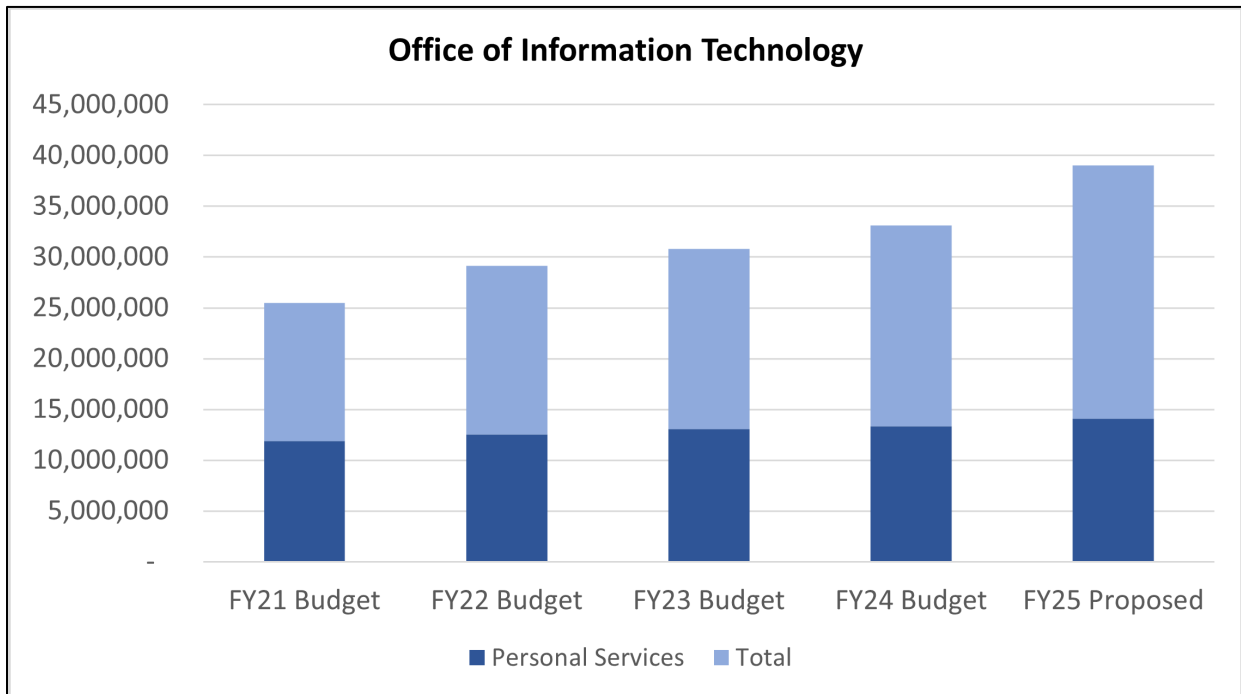
Report Date: May 20, 2024
Hearing Date: May 21, 2024

Questions Sent to the Agency:	May 4, 2024; May 10, 2024; May 15, 2024
Responses Received from the Agency:	May 9, 2024; May 13, 2024; Waiting on Responses

This analysis considers all agency responses.

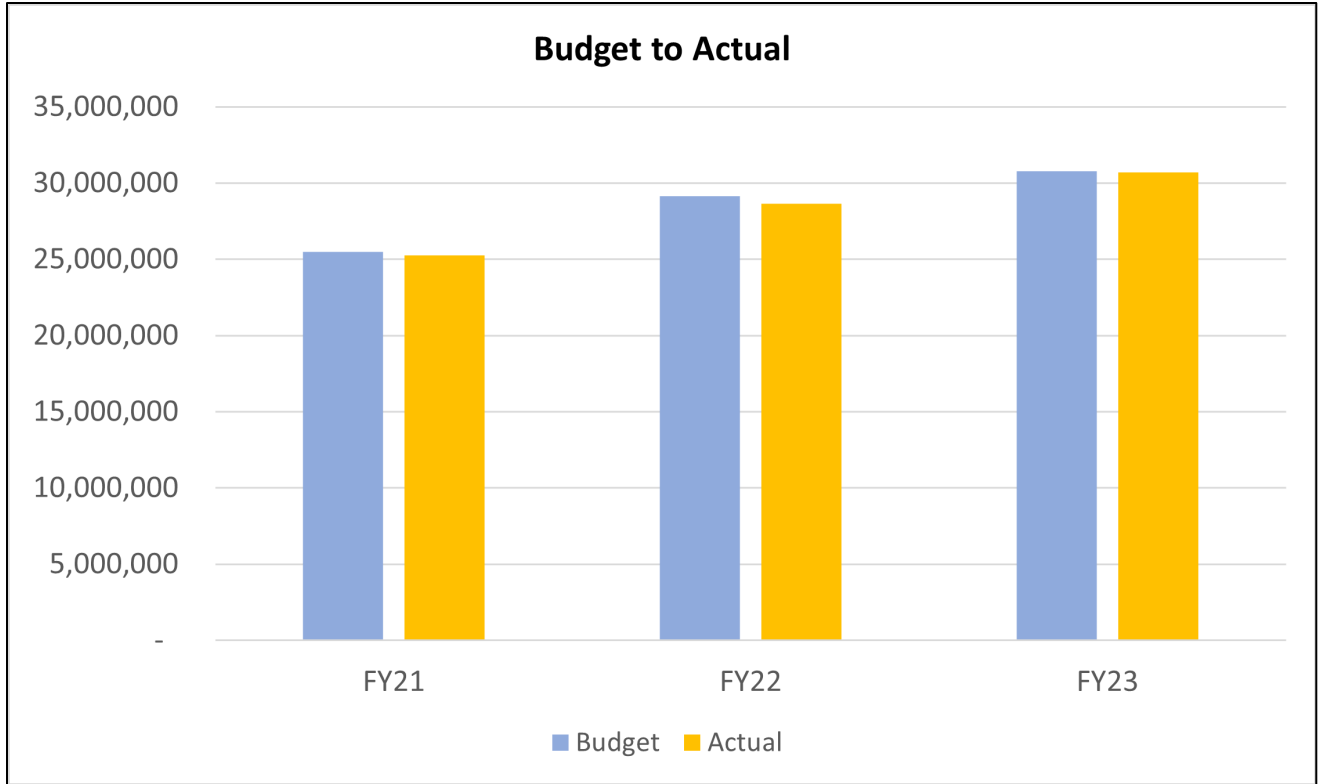
Office of Information Technology

Operating Budget Summary



Note: Chart data provided in the Appendix

Analysis of the FY25 Proposed Current Expense Budget



Note: Chart data provided in the Appendix

Proposed Budget Change

FY24 Budget	\$ 33,131,600
FY25 Proposed Budget	\$ 39,052,700

Where It Goes – Highlighted Changes	Change
Personnel – pay package (cost of living and step/merit increase)	537,400
Turnover – calculated based on averages, projections, and actuals by the Office of the Budget	(500,000)
Data Processing Software – software cost increases, including renewals	3,072,300
Communication Services – public safety radio maintenance contract moved from capital to operating budget and increased coverage of public safety sites	1,751,100
Other Professional Services – vendor price increases for software, hardware, and project management support	385,700
Data Processing Hardware – increase in body camera project costs	158,100

Personnel Data

Full-Time Equivalent Positions as of April 10, 2024					
Positions	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Proposed	FY24 v. FY25
General Fund	93	93	93	93	0
Filled	72	74	74		
Vacant	21	19	19		

- **Three reclassifications are proposed –**
 - One vacant Info System Support Specialist position to Chief, Information Security, position, which is reclassifying this position from a NR-14 to NR-23 grade classification, due to increased needs in the security area.
 - One filled Systems Analyst position to Information Services Manager position, which is reclassifying this position from a NR-20 to NR-22 grade classification, in order to be more responsive to the needs and demands of departments in the County.
 - One vacant Data Base Administrator position to Programmer-Analyst II position based on departmental needs. This is a lateral reclassification of a NR-18 grade classification.

Key Observations

Contractual Services:

1. **Data Processing Software** – The FY25 Proposed Current Expense Budget is requesting \$12,968,000 (a \$3,072,300 (31%) increase from the FY24 Approved Current Expense Budget of \$9,895,700). The Office of Information Technology (OIT) advised the price increase is attributed to licensed software renewals, such as financial management systems, graphic information systems, and cloud server services. OIT advised that original licenses are purchased under the Information Technology Enhance capital project (Project #C519600, p. 26 of the capital budget book). OIT has not provided adequate supporting documentation related to the licensed software increased request. We have an outstanding request as of May 15, 2024 (initially requested on May 4, 2024).

The FY25 Proposed Current Expense Budget also includes \$83,600 for unplanned services costs. According to OIT, they spent \$199,600 in FY23 and are estimating to spend \$165,000 in FY24 related to these costs. The Office of the County Auditor (OCA) is still determining how these unplanned services costs are utilized by OIT. We have outstanding questions as of May 15, 2024 (initially requested on May 4, 2024).

OCA is still in the process of clarifying how software is budgeted in OIT versus other County departments as we have noticed similar software budgeted in both for the FY25

Proposed Current Expense Budget. We have outstanding questions with OIT as of May 15, 2024 (initially requested on May 4, 2024).

- 2. Communication Services** – The FY25 Proposed Current Expense Budget is requesting \$2,916,500 (a \$1,751,100 (150%) increase from the FY24 Approved Current Expense Budget of \$1,165,400). This increase is attributed to maintenance of County radio communication devices utilized by public safety. OIT advised approximately \$1,350,000 of this budget increase was moved from the Public Safety Radio Sys Upg capital project (Project #F560700, p. 71 of the capital budget book) into the operating budget. In addition, OIT advised that the number of public safety sites where maintenance occurs increased from 10 to 22 sites and the cost associated with a full-time technician to perform preventative maintenance on the hardware attributes to the remaining budget increase. OIT has not provided adequate supporting documentation related to the radio communications services increase request. We have an outstanding request as of May 15, 2024 (initially requested on May 4, 2024).

- 3. Inadequate Supporting Documentation for Certain Increased Budget Requests** – Adequate supporting documentation for the following FY25 Proposed Current Expense Budget increases have not been provided to date (requested on May 15, 2024):
 - Other Professional Services – OIT advised that \$278,100 of the \$385,700 increase (amount requested for support) pertain to financial system support (\$42,200 increase), mainframe support (\$40,000 increase), and project management services (\$195,900 increase).
 - Data Processing Hardware – OIT advised that this includes a \$158,100 net increase in data processing hardware, which includes additional appropriations for the body camera project for the Police Department.

Appendix: Chart Data

Office of Information Technology Budget

	FY21 Budget	FY22 Budget	FY23 Budget	FY24 Budget	FY25 Proposed
Personal Services	11,900,900	12,533,600	13,093,500	13,357,500	14,092,800
Contractual Services	13,427,000	16,427,500	17,435,800	19,598,600	24,786,200
Supplies & Materials	95,500	95,500	92,500	95,900	97,100
Business & Travel	79,600	79,600	79,600	79,600	76,600
Capital Outlay	-	-	84,900	-	-
Grants, Contr. & Other	-	-	-	-	-
Total	25,503,000	29,136,200	30,786,300	33,131,600	39,052,700

FY25 Proposed Budget – By Expenditure

Object	FY25 Proposed
Personal Services	14,092,800
Contractual Services	24,786,200
Supplies & Materials	97,100
Business & Travel	76,600
Capital Outlay	-
Grants, Contr. & Other	-
Total	39,052,700

Budget to Actual

	FY21	FY22	FY23
Budget	25,503,000	\$ 29,136,200	\$ 30,786,300
Actual	25,260,231	\$ 28,662,209	\$ 30,719,337