

**CITY OF DELANO  
TWO YEAR ANNUAL BUDGET, FY 2012 & 2013  
MISSION STATEMENT/DEPARTMENT GOALS**

Department: City Information Systems

Fund: 84

Dept: 140

***MISSION STATEMENT***

Provide services and products through a network of information systems for all City Departments. Plan, install, and administer all information technology.  
Maintain a reliable and secure environment and plan for future technology growth.

***DEPARTMENT GOALS***

Upgrade Department Network  
Upgrade selected Copiers in the City of Delano  
Add additional functionality to the City of Delano website  
Upgrade City Hall's Phone System  
Connect Delano CCF to a unified phone network  
Upgrade Council Chamber sound system  
Upgrade Server Room  
*Conversion of the City's Financial System*

**CITY OF DELANO**  
**SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE**  
**TWO YEAR ANNUAL BUDGET**  
**FUND 84 - CITY INFORMATION SYSTEM - DEPT 140**

	Actual 2008-2009	Actual 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
<b>FUND BALANCE, JULY 1,</b>	<b>(124,772)</b>	<b>19,504</b>	<b>98,466</b>	<b>98,466</b>	-	-
<b>Revenues:</b>						
Investment Earnings	7	606	-	-	-	-
Interdepartmental Charges	417,010	525,630	505,956	340,185	615,950	652,650
Miscellaneous Revenues	15,331	-	-	-	-	-
<b>Total Revenues</b>	<b>432,348</b>	<b>526,236</b>	<b>505,956</b>	<b>340,185</b>	<b>615,950</b>	<b>652,650</b>
<b>Expenditures:</b>						
Salaries & Benefits	143,959	149,069	156,098	150,188	250,400	257,100
Maintenance & Operations	141,684	237,379	182,649	190,649	247,250	247,250
Capital Outlay	2,429	56,097	78,750	70,105	90,500	120,500
Capital Improvements	-	-	-	-	-	-
Debt Service	-	4,729	27,709	27,709	27,800	27,800
<b>Total Expenditures</b>	<b>288,072</b>	<b>447,274</b>	<b>445,206</b>	<b>438,651</b>	<b>615,950</b>	<b>652,650</b>
<b>Excess of Revenues Over (Under)</b>						
<b>Expenditures</b>	<b>144,276</b>	<b>78,962</b>	<b>60,750</b>	<b>(98,466)</b>	-	-
<b>Other Financing Sources (Uses):</b>						
Transfers In - General Fund	-	-	-	-	-	-
Transfers Out -	-	-	-	-	-	-
<b>Total Other Financing Sources (Uses)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL FUND BALANCE</b>	<b>19,504</b>	<b>98,466</b>	<b>159,216</b>	<b>-</b>	<b>-</b>	<b>-</b>

CITY OF DELANO  
TWO YEAR ANNUAL BUDGET  
FUND 84 - CITY INFORMATION SYSTEMS - DEPT 140  
REVENUE ESTIMATES

Acct#	Sources	Actual	Actual	Adjusted	Dept.	Approved	Approved
		2008-2009	2009-2010	Budget 2010-2011	Estimate 2010-2011	Budget 2011-2012	Budget 2012-2013
<b>Revenues:</b>							
3500	Interest Earnings	7	607			-	-
3951-002	Interdepartmental Charges	417,010	525,630	505,956	340,185	615,950	652,650
3960	Miscellaneous Revenue	15,331	-	-	-	-	-
<b>Total Revenues</b>		<b>432,348</b>	<b>526,237</b>	<b>505,956</b>	<b>340,185</b>	<b>615,950</b>	<b>652,650</b>
<b>Other Financing Sources:</b>							
3990 001	Transfers In - General Fund	-	-	-	-	-	-
<b>Total Other Financing Sources</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues and Transfers</b>		<b>432,348</b>	<b>526,237</b>	<b>505,956</b>	<b>340,185</b>	<b>615,950</b>	<b>652,650</b>

**CITY OF DELANO**  
**TWO YEAR ANNUAL BUDGET, FY 2012 & 2013**  
**DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL**

Department: CIS

Fund: 84

Dept: 140

<b>DEPARTMENTAL SUMMARY</b>						
Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
Salaries & Benefits	143,959	149,069	156,098	150,188	250,400	257,100
Maintenance & Operations	141,684	237,379	182,649	190,649	247,250	247,250
Capital Outlay	2,429	56,097	78,750	70,105	90,500	120,500
Capital Improvements	-	-	-	-	-	-
Debt Service	-	4,729	27,709	27,709	27,800	27,800
Other Financing Uses	-	-	-	-	-	-
<b>Total</b>	<b>288,072</b>	<b>447,274</b>	<b>445,206</b>	<b>438,651</b>	<b>615,950</b>	<b>652,650</b>

<b>EXPENDITURE DETAIL</b>							
Object No.	Description	Actual Expend. 2008-2009	Actual Expend. 2009-2010	Adjusted Budget 2010-2011	Estimated Actual 2010-2011	Approved Budget 2011-2012	Approved Budget 2012-2013
<b>Salaries and Benefits:</b>							
5110	Salaries-Regular	95,218	101,165	101,733	103,184	158,200	161,500
5115	Regular - Part Time	-	-	-	-	-	-
5120	Salaries-Temporary	-	-	-	-	-	-
5125	After-School Wages	-	-	-	-	-	-
5130	Overtime Pay	6,886	4,876	6,000	4,511	6,000	6,000
5140	Standby Pay	-	-	-	-	-	-
5160	Council/Com Pay	-	-	-	-	-	-
5190	Other Salaries/Benefits	3,158	2,500	1,200	1,215	1,800	1,800
5191	FICA	8,002	8,447	8,138	8,452	13,200	13,300
5192	Pension	16,071	17,291	12,289	17,791	37,800	38,600
5193	Medical & Life Insurance	9,999	10,440	22,381	11,420	26,100	28,500
5194	Cafeteria/Mgt. Incentive	3,911	3,960	3,960	3,218	5,900	6,000
5195	Workers' Comp	714	390	397	397	1,400	1,400
<b>Total Salaries &amp; Benefits</b>		<b>143,959</b>	<b>149,069</b>	<b>156,098</b>	<b>150,188</b>	<b>250,400</b>	<b>257,100</b>
<b>M &amp; O</b>							
5203	Telephone	4,838	4,418	5,000	3,000	5,000	5,000
5205	Water	-	-	-	-	-	-
5209	Internet Service	6,271	12,338	17,500	17,500	17,500	17,500
5210	Secure E-Mail	1,440	3,300	5,500	5,500	5,500	5,500
5250	Loss on F/A	-	581	1,750	1,750	1,750	1,750
5300	Office Supplies	948	1,553	1,750	1,750	3,000	3,000
5301	Postage	178	103	1,750	1,750	2,000	2,000
5302	Printing & Copying	91	-	5,000	5,000	15,000	15,000
5303	Advertising	-	-	-	-	-	-
5306	Computer Supplies	10,850	19,659	20,000	20,000	20,000	20,000
5400	Travel, Conf., & Training	9,163	7,868	2,500	2,500	-	-
5423	Dues, Membership, Subs	240	400	2,000	2,000	4,500	4,500

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**TWO YEAR ANNUAL BUDGET, FY 2012 & 2013**  
**DEPARTMENTAL SUMMARY AND EXPENDITURE DETAIL**

Department: CIS

Fund: 84

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<b>EXPENDITURE DETAIL (Cont'd)</b>							
<b>Object No.</b>	<b>Description</b>	<b>Actual Expend. 2008-2009</b>	<b>Actual Expend. 2009-2010</b>	<b>Adjusted Budget 2010-2011</b>	<b>Estimated Actual 2010-2011</b>	<b>Approved Budget 2011-2012</b>	<b>Approved Budget 2012-2013</b>
<b>M&amp;O (cont'd)</b>							
5510	Vehicle M&O - Direct Chrg. I	-	82	-	-	-	-
5511	Vehicle M&O - Fuel	518	669	693	693	1,100	1,100
5512	Vehicle M&O - Parts	14	-	18	18	100	100
5513	Vehicle M&O - Labor	146	459	216	216	300	300
5514	Share of Cost - City MIS	-	4,850	4,636	4,636	4,700	4,700
5520	Repairs Special Equip.	500	-	2,500	2,500	2,600	2,600
5522	Contractual Maintenance	29,511	85,779	79,000	89,000	120,000	120,000
5523	Rents & Leases (Storage)	-	-	-	-	-	-
5524	Professional/Technical	1,065	7,219	15,000	15,000	15,000	15,000
5532	SEMS	-	86	86	86	200	200
5640	Computer Software	7,118	8,795	10,000	10,000	15,000	15,000
5700	General Supplies	4,185	10,891	3,750	3,750	8,000	8,000
5780	Insurance & Surety Bonds	-	-	-	-	-	-
5782	Worker's Comp.	-	-	-	-	-	-
5784	Liability Insurance	4,000	4,000	4,000	4,000	6,000	6,000
5799	Consultant Services	-	-	-	-	-	-
6000	Depreciation	60,608	64,329	-	-	-	-
7705	Audit	-	-	-	-	-	-
<b>Total M &amp; O</b>		<b>141,684</b>	<b>237,379</b>	<b>182,649</b>	<b>190,649</b>	<b>247,250</b>	<b>247,250</b>
<b>Capital Outlay</b>							
	Vehicle					-	-
	Laptop	(21)	-	-	-	-	-
	City Council Sound System	2,450	-	-	-	-	-
820N	Finance System (Lease)					20,000	50,000
820O	Phone System		397			3,500	3,500
88CN	Website Upgrade			10,000	5,000	7,000	7,000
88CE	Computer Equipment		45,700	53,750	55,105	60,000	60,000
88CM	E-Civis		10,000	15,000	10,000	-	-
<b>Total Capital Outlay</b>		<b>2,429</b>	<b>56,097</b>	<b>78,750</b>	<b>70,105</b>	<b>90,500</b>	<b>120,500</b>
<b>Capital Improvement</b>							
		-	-	-	-	-	-
		-	-	-	-	-	-
<b>Total Capital Improvement</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Debt Service</b>							
6100	Principal Debt	-	3,765	14,461	14,461	14,500	14,500
6102	Interest Debt	-	964	13,248	13,248	13,300	13,300
<b>Total Debt Service</b>		<b>-</b>	<b>4,729</b>	<b>27,709</b>	<b>27,709</b>	<b>27,800</b>	<b>27,800</b>
<b>Other Financing Uses</b>							
		-	-	-	-	-	-
<b>Total Other Financing Uses</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Department Total</b>		<b>288,072</b>	<b>447,274</b>	<b>445,206</b>	<b>438,651</b>	<b>615,950</b>	<b>652,650</b>

