



2006 – 2007 Proposed Budget --- Budget Summary Information Systems & Services Fund – Resources

2006 – 2007 Information Systems and Services Fund – Resources Budget Highlights

➤ **Beginning Fund Balance (BFB) ---** At July 1, 2006, the City has a Designated BFB Reserve of \$225,000 set aside for a new City financial system necessitated by the phasing out of the present Group 4 financial system. Implementation of new financial system will begin shortly after the start of this fiscal year. The City has received notification that Group 4 will cease to be supported January 1, 2008.

➤ **Charges For Services – Charges For Equipment & Services ---** The charges for equipment and services from other funds is how this internal service fund charges the City's operating funds and departments for Information System (IS) Fund Internal Information Services network materials and services and capital outlay. Each fund and/or department is charged an allocation of the network Internal IS Department materials and services and capital outlay budget based on the number of computers operated. Computer equipment purchased for each department is specifically allocated. The total fund charge allocations for computer equipment and services follow:

\$239,329	General Fund
\$ 38,103	Fire Fund
\$ 42,776	Parks & Recreation Fund
\$ 18,587	Street Fund
\$ 43,853	Wastewater Services
<u>\$ 35,794</u>	Ambulance Fund
<u>\$418,442</u>	Total Charges for Equipment and Materials & Services

➤ **Charges for Services – YCOM Information Systems & Database Support ---** The External Information Services Department was the IS Fund department in which primarily personnel time was allocated to YCOM support. Due to the restructuring of YCOM, there are no dollars in this department for the coming year.

➤ **Transfers From Other Funds ---** The transfer from other funds category is how this internal service fund charges the City's operating funds and departments for Information System Fund employee support time. Each fund and/or department is charged an allocation of the Information Systems – Internal Services Department personal services based on the number of computers operated. Total transfers to support Internal Information Services personal services from other funds allocations follow:

\$180,941	General Fund
\$ 17,464	Fire Fund
\$ 14,929	Parks & Recreation Fund
\$ 5,441	Street Fund
\$ 27,960	Wastewater Services Fund
\$ <u>25,307</u>	Ambulance Fund
<u>\$272,042</u>	Total Personal Services Transfers



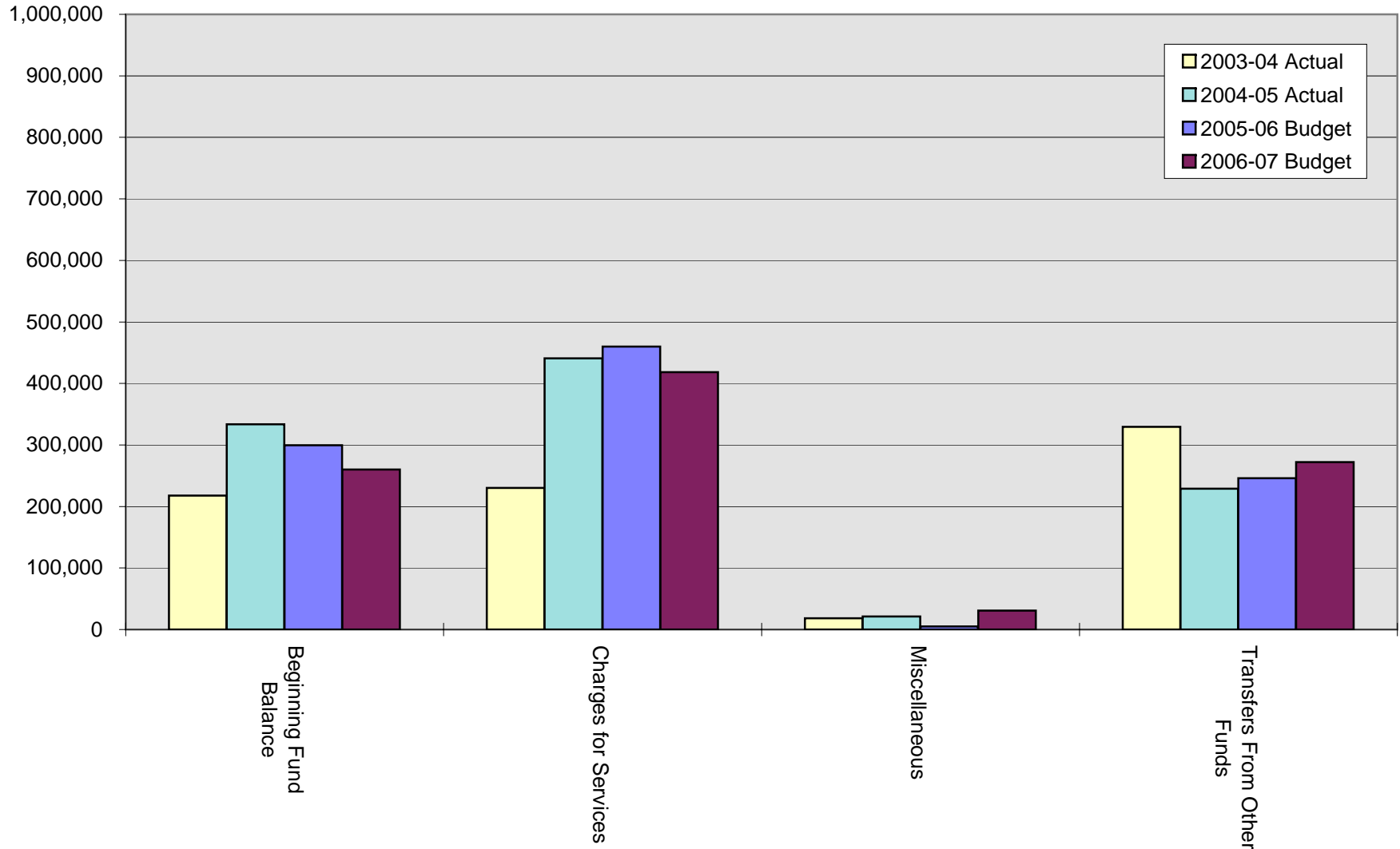


Information Systems & Services Fund – Revenue --- Historical Highlights

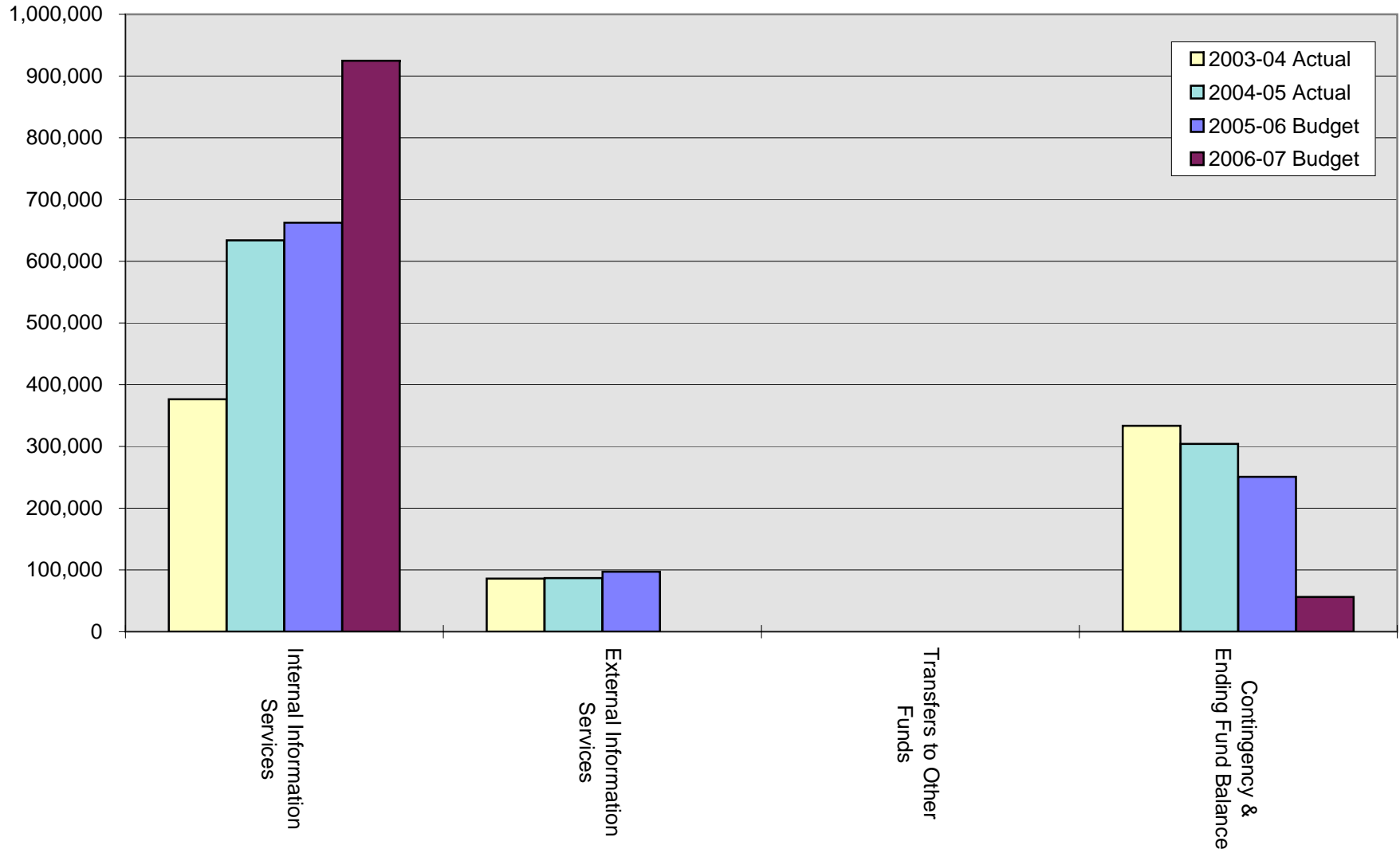
1994 Information Systems and Services Fund established to implement the new Information Systems Master Plan. Fund established as an internal service fund that will charge City operating fund and departments for services and equipment.



Information Systems & Services Fund Resources



Information Systems & Services Fund Requirements



INFORMATION SYSTEMS & SERVICES FUND

2006-07

02-Aug-06

62	00								
ACTUAL	ACTUAL	BUDGET			NUMBER OF	PROPOSED	APPROVED	ADOPTED	
2003-04	2004-05	2005-06			EMPLOYEES	2006-07	2006-07	2006-07	

RESOURCES

BEGINNING FUND BALANCE

0	0	0	60000-02	DESIGNATED BEGIN FUND BALANCE:	0.00	0	0	0
0	11,027	23,000	60000-03	DBFB - PERS RESERVE	0.00	0	0	0
				The July 1, 2006 Designated Beginning Fund Balance PERS Reserve was eliminated due to Oregon Supreme Court decisions received in March 2005. The decisions did not require entities to "pay back" the difference between the lower PERS rates enacted July 1, 2003, due to the 2003 PERS legislative reforms, and the PERS rates that would have gone into affect without the legislative reforms.				
2,300	2,300	0	60000-55	DBFB - STREET FUND	0.00	0	0	0
10,700	10,700	2,650	60000-57	DBFB - WASTEWATER SVC FUND	0.00	0	0	0
4,000	1,500	925	60000-59	DBFB - ADMIN & FINANCE	0.00	0	0	0
1,000	1,000	0	60000-61	DBFB - POLICE	0.00	0	0	0
0	0	1,500	60000-62	DBFB - MUNICIPAL COURT	0.00	0	0	3,400
2,500	2,500	1,100	60000-63	DBFB - ENGINEERING	0.00	0	0	0
0	0	0	60000-65	DBFB - LIBRARY	0.00	0	0	0
0	3,000	225	60000-91	DBFB - EMS	0.00	0	0	0
6,300	6,300	5,000	60000-93	DBFB - PARKS MAINTENANCE	0.00	0	0	3,400
0	0	0	60000-95	DBFB - BUILDING DIVISION	0.00	0	0	0
18,500	0	0	60000-97	DBFB - EQUIPMENT RESERVE	0.00	0	0	0
140,970	165,000	225,000	60000-99	DBFB - FINANCIAL SYSTEM RSV	0.00	225,000	225,000	225,000
				July 1, 2006 cash carryover "saved" for future City financial system software improvements.				
31,325	130,138	40,000	60001-00	BEGINNING FUND BALANCE	0.00	35,000	35,000	15,000
				Estimated July 1, 2006 undesignated cash carryover from the 2005 - 2006 fiscal year.				
217,595	333,465	299,400		TOTAL BEGINNING FUND BALANCE	0.00	260,000	260,000	246,800

CHARGES FOR SERVICES

0	0	0	60050-00	CHARGES FOR EQUIP & SERVICES:	0.00	0	0	0
				Budget Note: Each operating fund listed below is charged for equipment and services provided by the IS&S Fund. Amount charged is based on budgeted equipment and services approved for each operating department, plus a pro-rated portion of City-shared network costs required to keep the City-shared network systems operational. Operating funds pay to the IS&S Fund through Accounts: Computer Services, #'s 612; M&S Computers, #'s 683; and Equipment - Computers, #'s 704, in each of the separate operating funds and department budgets.				

INFORMATION SYSTEMS & SERVICES FUND

62 00

2006-07

02-Aug-06

ACTUAL 2003-04	ACTUAL 2004-05	BUDGET 2005-06			NUMBER OF EMPLOYEES	PROPOSED 2006-07	APPROVED 2006-07	ADOPTED 2006-07
80,140	200,460	222,131	60050-01	CHGS EQ & SVCS - GENERAL FD	0.00	239,329	239,329	239,329
8,890	13,462	18,146	60050-11	CHGS EQ & SVCS - FIRE FD	0.00	38,103	38,103	38,103
7,260	26,984	28,982	60050-21	CHGS EQ & SVCS - P&R FD	0.00	42,776	42,776	42,776
4,510	5,251	7,241	60050-31	CHGS EQ & SVCS - STREET FD	0.00	18,587	18,587	18,587
24,940	49,583	44,250	60050-41	CHGS EQ & SVCS - WW SVC FD	0.00	43,853	43,853	43,853
20,100	56,296	41,855	60050-51	CHGS EQ & SVCS - AMB FD	0.00	35,794	35,794	35,794
84,500	88,800	97,200	60060-00	YCOM - IS & DATA BASE SUPPORT	0.00	0	0	0
				Budget Note: With the transfer of YCOM management to Yamhill County, the Information Systems Analyst II will transition to a YCOM employee versus a City of McMinnville employee where YCOM reimbursing the City for employment costs.				
230,340	440,836	459,805		TOTAL CHARGES FOR SERVICES	0.00	418,442	418,442	418,442
				<u>MISCELLANEOUS</u>				
3,245	6,339	5,000	60151-00	INTEREST	0.00	10,700	10,700	10,700
15,020	15,047	0	60167-00	OTHER INCOME	0.00	20,000	20,000	20,000
				*MP & KLT --- Interest revenue accumulated in City's Escrow Account. After removing the 62-18 EFB and Contingency too low. Funds if not used should be earmarked for future ERP enhancements likely remaining in Escrow.				
18,265	21,386	5,000		TOTAL MISCELLANEOUS	0.00	30,700	30,700	30,700
				<u>TRANSFERS FROM OTHER FUNDS</u>				
197,728	152,284	163,739	60171-00	GENERAL FUND - IS SUPPORT	0.00	180,941	180,941	180,929
				Transfer from General Fund for personnel cost allocations for computer support.				
23,068	14,762	15,866	60174-00	FIRE FUND - IS SUPPORT	0.00	17,464	17,464	17,463
				Transfer from Fire Fund for personnel cost allocations for computer support.				
26,364	12,518	13,465	60175-00	PARKS & REC FUND - IS SUPPORT	0.00	14,929	14,929	14,928
				Transfer from Parks & Recreation Fund for personnel cost allocations for computer support.				
6,591	4,578	4,922	60177-00	STREET FUND - IS SUPPORT	0.00	5,441	5,441	5,440
				Transfer from Street Fund for personnel cost allocations for computer support.				
52,728	23,448	25,221	60179-00	WSTWTR SVC FUND - IS SUPPORT	0.00	27,960	27,960	27,958
				Transfer from Sewer Fund for personnel cost allocations for computer support.				
23,068	21,301	22,903	60181-00	AMBULANCE FUND - IS SUPPORT	0.00	25,307	25,307	25,305
				Transfer from Ambulance Fund for personnel cost allocations for computer support.				
329,547	228,891	246,116		TOTAL TRANSFERS FROM OTHER FUNDS	0.00	272,042	272,042	272,023

INFORMATION SYSTEMS & SERVICES FUND

2006-07

02-Aug-06

62	00								
		ACTUAL	ACTUAL	BUDGET		NUMBER OF	PROPOSED	APPROVED	ADOPTED
		2003-04	2004-05	2005-06		EMPLOYEES	2006-07	2006-07	2006-07
		795,747	1,024,578	1,010,321	TOTAL RESOURCES	0.00	981,184	981,184	967,965