

# **DTCS FY20 OPERATING BUDGET**

*NOTES FOR COUNCIL WORK SESSION 5/10/2019*

## ACHIEVING OUR VISION THROUGH KEY STRATEGIES

**Vision:** *Connect our citizens and workforce on a secure and stable environment.*

1. **SIMPLIFY** our environment, **STANDARDIZE** as appropriate
2. **SHIELD** our customers from our **COMPLEXITY**
3. Adopt a **UNIFIED USER EXPERIENCE**
4. Continue to focus on **SECURITY** and **RELIABILITY**



# HIGHLIGHTS OF KEY 2019 ACCOMPLISHMENTS

DTCS typically has ~ 75 -100 active projects in progress at any given time, completing ~70

~45% are in support of county agencies

~25% are IT work associated with facilities moves

~30% are infrastructure and security related

- Simplified and standardized incoming County Council technology environment to improve council workflow and user experience
- Launched a standard Case Management tool for County Council and Executive Staff. This sets the foundation for building out our citizens portal.
- Established Security Steering Committee to guide County's security direction while ensuring operational needs are met
- Phase III of a multi-year radio project: replaced / reprogrammed over 1700 public safety mobile radios
- Supported the 911 Center Upgrade
- Deployed new email security, increasing security while improving user experience
- Supported many facilities moves including the Patuxent Woods complex
- Established a new data center facility

## 2020 ACTION PLAN

- Upgrade the County website.
- Begin phased deployment of a Citizens Portal - “One Stop Shop” for all Howard County citizens.
- Actively engage in the County’s facilities projects, including the new Circuit Court.
- Actively engage in planned Public Safety technology initiatives, including NextGen 911.
- Renew focus on data transparency and data analytics.
- Continue to champion an up-to-date security program to address emerging security trends.
- Continue to collaborate with operational departments to automate and improve workflows.
- Continue routine enhancements and upgrades to provide a stable and reliable technology environment.



# OPERATING BUDGET – BACKGROUND FY19

## Technology Fund

- The technology budget increased by 0.3% compared to the FY18 approved Budget

Technology Fund	FY 2017	FY 2018	FY 2018	FY 2019	Authorized	
	Prior Year Actuals	Authorized Budget	Estimated	Total Proposed Budget	Difference	%
Total Budget	24,570,120	25,431,082	24,373,243	25,504,367	\$73,285	0.29%

## Cable Administration

- The 2% increase in the Cable Administration budget is primarily due to cost of living and insurance allocation increases

General Fund - Cable Administration	FY 2017	FY 2018	FY 2018	FY 2019	Authorized	
	Prior Year Actuals	Authorized Budget	Estimated	Total Proposed Budget	Difference	%
Total Budget	260,132	274,006	273,876	279,681	\$5,675	2.07%

- PEG Grant Fund has ~\$800K in unused appropriations; \$0 requested for FY19

PEG Grant Fund	FY 2017	FY 2018	FY 2018	FY 2019	Authorized	
	Prior Year Actuals	Authorized Budget	Estimated	Total Proposed Budget	Difference	%
Total Budget	20,935	220,000	89,465	0	(\$220,000)	-100.00%

## Broadband Summary

- The increase in the FY18 provided an option to create an internal construction team; the reduction in FY19 reflects our decision to focus on our core competencies

Broadband Summary	FY 2017	FY 2018	FY 2018	FY 2019	Authorized	
	Prior Year Actuals	Authorized Budget	Estimated	Total Proposed Budget	Difference	%
Total Budget	750,567	2,565,341	1,474,281	1,450,045	(\$1,115,296)	-43.48%

DTCS has four operating funds:

- Technology Fund** which is an internal services fund that is allocated (“charged back”) to departments
- General Fund** for Cable Administration
- The PEG (Public, Education, Government) Grant Fund** is used for investments in broadcast equipment for PEG channels and is managed by the Cable Admin group.
- Broadband Fund** which is self-funding

# FY20 OPERATIONS – AT A GLANCE

## Technology Fund

- Planned reductions in the Technology budget allowed us to absorb new functions and increases in demand, except three non-addressable items (see next slide).

Technology Fund	FY 2018	FY 2019	FY 2019	FY 2020	Compared to FY19	
	Prior Year Actual	Authorized	Estimated	Submitted	Difference	%
<b>Total Budget</b>	25,269,526	25,004,367	24,977,120	24,894,033	(110,334)	-0.44%

## Cable Administration

Cable Administration budget cost of living and insurance allocation increases totaled 4.2%, and contractual services for 1.67%

General Fund - Cable Administration	FY 2018	FY 2019	FY 2019	FY 2020	Compared to FY19	
	Prior Year Actual	Authorized	Estimated	Submitted	Difference	%
<b>Total Budget</b>	272,854	279,681	279,681	296,101	16,420	5.87%

- PEG Grant Fund has ~\$850K in unused appropriations; \$0 requested for FY20

PEG - Grant Fund	FY 2018	FY 2019	FY 2019	FY 2020	Compared to FY19 Authorized	
	Prior Year Actual	Authorized	Estimated	Submitted	Difference	%
<b>Total Budget</b>	175,024	0	0	0	0	0.00%

## Broadband Summary

- By code, Broadband expense must match projected revenue. The submitted will cover our projected expense.

Broadband Summary	FY 2018	FY 2019	FY 2019	FY 2020	Compared to FY19	
	Prior Year Actual	Authorized	Estimated	Submitted	Difference	%
<b>Total Budget</b>	719,475	2,404,374	1,446,793	1,674,685	-729,689	-30.35%



# NON-ADDRESSABLE EXPENSES

## Non-Addressable (\$ 2,168M)

- Radio Master Lease \$1.65M
- 911 Upgrade (grant) \$400K
- Special Police Permits \$118K