

Shared Services Fund

DEPARTMENT MISSION

The mission of the Information Systems Department is to enable Eau Claire County departments to better serve their customers and clients through cost-effective and secure use of technology for information management.

DEPARTMENT BUDGET HIGHLIGHTS

- To keep costs flat for departments we use a rolling average for IT allocation. Equipment is replaced one year after warranty expires and 2024 will be a low year which is reflected in the budget. In 2025 equipment replacement is expected to be about double 2024 and will use the surplus generated in 2024.
- In 2024 we will continue to work on replacing out-of-support printer/copiers hardware and add paper-cut software which reduces printing waste and allows for printing of confidential information.

STRATEGIC DIRECTION AND PRIORITY ISSUES

- Cybersecurity is a strategic imperative for Eau Claire County and is part of everything we do.
- Supporting, maintaining, enhancing, and securing existing applications and infrastructure remains our highest priority.
- Take full advantage of existing technology to improve service or reduce costs.
- Evaluation of new technology opportunities to improve service or reduce costs.
- Continued focus on County Broadband Committee and Digital Inclusion Committee efforts.

TRENDS AND ISSUES ON THE HORIZON

- Ongoing inflation could put pressure on the shared services budgets.
- The supply chain has mostly normalized from shortages during Covid. However, key parts can still be scarce or have long lead times.
- The continued shift of service contracts from capital to operating adds pressure to the operating budget.

OPERATIONAL CHANGES IN 2023

- none

POSITION CHANGES IN 2024

- none

OPERATIONAL CHANGES – WITH FISCAL IMPACT

- none

Shared Services Fund

OPERATIONAL CHANGES – WITHOUT FISCAL IMPACT

- Investigate with possible migration of the phone system to a cloud service. Currently the County, City and Library share a system.

KEY ASSUMPTIONS AND POTENTIAL RISKS

- Assumed supply chain lead times have stabilized for shared services.
- Inflationary costs of services and equipment may increase pressure on fund balance.

Shared Services Fund

Overview of Revenues and Expenditures

Revenues	2022	2023	2023	2024	2024	%
	Actual	Adjusted Budget	Estimate	Request	Recommended	Change
05-Intergovernmental Charges for Services	\$471,414	\$504,342	\$512,842	\$456,562	\$456,562	-9%
11-Fund Balance Applied	-	\$213,443	-	(\$24,525)	(\$24,525)	-111%
Total Revenues:	\$471,414	\$717,785	\$512,842	\$432,037	\$432,037	-40%

Expenditures	2022	2023	2023	2024	2024	%
	Actual	Adjusted Budget	Estimate	Request	Recommended	Change
01-Regular Wages	-	-	-	-	-	
02-OT Wages	-	-	-	-	-	
03-Payroll Benefits	-	-	-	-	-	
04-Contracted Services	\$151,475	\$159,215	\$195,314	\$181,837	\$181,837	14%
05-Supplies & Expenses	\$8,501	\$12,000	\$12,000	\$12,000	\$12,000	0%
09-Equipment	\$258,698	\$546,570	\$388,187	\$238,200	\$238,200	-56%
12-Fund Transfers	\$147,066	-	-	-	-	
Total Expenditures:	\$565,740	\$717,785	\$595,501	\$432,037	\$432,037	-40%

Net Surplus/(Deficit)- Shared Services Fund	(\$94,326)	\$0	(\$82,659)	\$0	\$0	
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Shared Services Fund

Overview of Revenues and Expenditures by Program Area

Communications

Revenues	2022	2023	2023	2024	2024	%
	Actual	Adjusted Budget	Estimate	Request	Recommended	Change
05-Intergovernmental Charges for Services	\$166,569	\$166,000	\$166,000	\$167,000	\$167,000	1%
11-Fund Balance Applied	-	\$178,215	-	\$39,105	\$39,105	-78%
Total Revenues:	\$166,569	\$344,215	\$166,000	\$206,105	\$206,105	-40%

Expenditures	2022	2023	2023	2024	2024	%
	Actual	Adjusted Budget	Estimate	Request	Recommended	Change
01-Regular Wages	-	-	-	-	-	
02-OT Wages	-	-	-	-	-	
03-Payroll Benefits	-	-	-	-	-	
04-Contracted Services	\$137,346	\$139,215	\$174,642	\$161,105	\$161,105	16%
05-Supplies & Expenses	-	-	-	-	-	
09-Equipment	\$53,477	\$205,000	\$51,804	\$45,000	\$45,000	-78%
12-Fund Transfers	\$147,066	-	-	-	-	
Total Expenditures:	\$337,889	\$344,215	\$226,446	\$206,105	\$206,105	-40%

Net Surplus/(Deficit)-Communications	(\$171,321)	\$0	(\$60,446)	\$0	\$0	
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Shared Services Fund

Overview of Revenues and Expenditures by Program Area

Copiers

Revenues	2022	2023	2023	2024	2024	%
	Actual	Adjusted Budget	Estimate	Request	Recommended	Change
05-Intergovernmental Charges for Services	\$50,526	\$47,000	\$55,500	\$58,087	\$58,087	24%
11-Fund Balance Applied	-	\$27,000	-	\$30,645	\$30,645	14%
Total Revenues:	\$50,526	\$74,000	\$55,500	\$88,732	\$88,732	20%

Expenditures	2022	2023	2023	2024	2024	%
	Actual	Adjusted Budget	Estimate	Request	Recommended	Change
04-Contracted Services	\$14,128	\$20,000	\$20,672	\$20,732	\$20,732	4%
05-Supplies & Expenses	\$8,501	\$12,000	\$12,000	\$12,000	\$12,000	0%
09-Equipment	\$3,369	\$42,000	\$51,350	\$56,000	\$56,000	33%
12-Fund Transfers	-	-	-	-	-	
Total Expenditures:	\$25,998	\$74,000	\$84,022	\$88,732	\$88,732	20%

Net Surplus/(Deficit)- Copiers	\$24,528	\$0	(\$28,522)	\$0	\$0	
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Shared Services Fund

Overview of Revenues and Expenditures by Program Area

IT Equipment Replacement

Revenues	2022	2023	2023	2024	2024	%
	Actual	Adjusted Budget	Estimate	Request	Recommended	Change
05-Intergovernmental Charges for Services	\$254,319	\$291,342	\$291,342	\$231,475	\$231,475	-21%
11-Fund Balance Applied	-	\$8,228	-	(\$94,275)	(\$94,275)	-1246%
Total Revenues:	\$254,319	\$299,570	\$291,342	\$137,200	\$137,200	-54%

Expenditures	2022	2023	2023	2024	2024	%
	Actual	Adjusted Budget	Estimate	Request	Recommended	Change
04-Contracted Services	-	-	-	-	-	
05-Supplies & Expenses	-	-	-	-	-	
09-Equipment	\$201,853	\$299,570	\$285,033	\$137,200	\$137,200	-54%
12-Fund Transfers	-	-	-	-	-	
Total Expenditures:	\$201,853	\$299,570	\$285,033	\$137,200	\$137,200	-54%

Net Surplus/(Deficit)- IT Equipment Replacement	\$52,466	\$0	\$6,309	\$0	\$0	
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Shared Services Fund

Program Summary

Revenues	2022	2023	2023	2024	2024	%
	Actual	Adjusted Budget	Estimate	Request	Recommended	Change
Communications	\$166,569	\$344,215	\$166,000	\$206,105	\$206,105	-40%
Copiers	\$50,526	\$74,000	\$55,500	\$88,732	\$88,732	20%
IT Equipment Replacement	\$254,319	\$299,570	\$291,342	\$137,200	\$137,200	-54%
Total Revenues:	\$471,414	\$717,785	\$512,842	\$432,037	\$432,037	-40%

Expenditures	2022	2023	2023	2024	2024	%
	Actual	Adjusted Budget	Estimate	Request	Recommended	Change
Communications	\$337,889	\$344,215	\$226,446	\$206,105	\$206,105	-40%
Copiers	\$25,998	\$74,000	\$84,022	\$88,732	\$88,732	20%
IT Equipment Replacement	\$201,853	\$299,570	\$285,033	\$137,200	\$137,200	-54%
Total Expenditures:	\$565,740	\$717,785	\$595,501	\$432,037	\$432,037	-40%

Net	2022	2023	2023	2024	2024	%
	Actual	Adjusted Budget	Estimate	Request	Recommended	Change
Communications	(\$171,321)	-	(\$60,446)	-	-	
Copiers	\$24,528	-	(\$28,522)	-	-	
IT Equipment Replacement	\$52,466	-	\$6,309	-	-	
Total Net	(\$94,326)	\$0	(\$82,659)	\$0	\$0	

Shared Services Fund

Budget Analysis

	2023 Adjusted Budget	Cost to Continue Operations in 2024	2024 Requested Budget
05-Intergovernmental Charges for Services	\$504,342	(\$47,780)	\$456,562
11-Fund Balance Applied	\$213,443	(\$237,968)	(\$24,525)
Total Revenues	\$717,785	(\$285,748)	\$432,037

01-Regular Wages	-	-	-
02-OT Wages	-	-	-
03-Payroll Benefits	-	-	-
04-Contracted Services	\$159,215	\$22,622	\$181,837
05-Supplies & Expenses	\$12,000	-	\$12,000
09-Equipment	\$546,570	(\$308,370)	\$238,200
12-Fund Transfers	-	-	-
Total Expenditures	\$717,785	(\$285,748)	\$432,037

Shared Services Fund

Revenue Assumptions

	2022	2023	2023	2024	2024		
Revenue Source	Actual	Budget	Estimate	Request	Recom- mended	Assumptions	Confidence Level %
Info Sys/ Phone Charges	166,569	166,000	166,000	167,000	167,000	County department allocations	100%
Info Sys/ Copier Charges	50,526	47,000	55,500	58,087	58,087	Based on current year usage	100%
Info Sys/ It Equipment Charges	254,319	291,342	291,342	231,475	231,475	County department allocations	100%
Fund Balance Applied - Communications	-	178,215	-	39,105	39,105	Use of fund balance to replace Cisco phones and AV equipment	100%
Fund Balance Applied - Copiers	-	27,000	-	30,645	30,645	Use of fund balance to replace printer/copiers	100%
Fund Balance Applied - It Equipment	-	8,228	-	(94,275)	(94,275)	Increase in fund balance to cover anticipated expenditures in 2025	100%
TOTAL	\$471,414	\$717,785	\$512,842	\$432,037	\$432,037		

Shared Services Fund

Contracted Services Summary

	2022	2023	2023	2024	2024
Expenditure Type	Actual	Budget	Estimate	Request	Recommended
Professional Services	-	-	-	-	-
Utility Services	53,182	55,200	78,694	57,050	57,050
Repairs And Maintenance	98,292	104,015	116,620	124,787	124,787
Other Contracted Services	-	-	-	-	-
Total	\$151,475	\$159,215	\$195,314	\$181,837	\$181,837

Shared Services Fund

Contracted Services Detail

	2022	2023	2023	2024	2024		
Expenditure	Actual	Budget	Estimate	Request	Recom- mended	Description	Expenditure Type
Info Sys/ Telephone Charges	53,182	55,200	78,694	57,050	57,050	Telephone & fax line charges	Utility Services
Info Sys/ Telephone Maintenance	84,164	84,015	95,948	104,055	104,055	Software subscriptions, licenses, support	Repairs And Maintenance
Info Sys/ Copier Maintenance	14,128	20,000	20,672	20,732	20,732	Maintenance contract	Repairs And Maintenance
TOTAL	\$151,475	\$159,215	\$195,314	\$181,837	\$181,837		