

FUND	GENERAL FUND - 1001	▼
COST CENTER	MIS - 2700	▼
FISCAL YEAR	FY 2007-08	▼

**County Officer's Annual Report**  
 For Oklahoma County Only  
*Please Read Carefully*

This form is designed for use by all DEPENDENT OFFICES AND AGENCIES including the following:

- GENERAL GOVERNMENT - 1100
- COUNTY AUDIT - 1900
- PUBLIC DEFENDER - 2300
- CENTRAL HR/HEALTH & SAFETY - 2600
- MIS - 2700
- FACILITIES MANAGEMENT COURTHOUSE - 2801
- FACILITIES MANAGEMENT - CUSTODIAL - 2901
- COMMUNITY SERVICE - 3100
- JUVENILE JUSTICE BUREAU - 5200
- EMERGENCY MANAGEMENT - 5500
- TRAINING & GENERAL ASSISTANCE - 6100
- TRAINING & GENERAL ASSISTANCE GRANTS - 6110
- FREE FAIR - 7100
- OSU EXTENSION - 8100
- GENERAL FUND DIST 1 - 9100
- GENERAL FUND DIST 2 - 9200
- GENERAL FUND DIST 3 - 9300
- ENGINEERING - 9400
- ECONOMIC DEVELOPMENT - 9500
- COMMUNITY PROJECT SUPPORT - 9600

STATE OF OKLAHOMA  
 CAROLYN CAUDILL  
 COUNTY CLERK  
 2007 APR 16 P 4:34  
 RECORDED OR FILED

and other dependent and OPTIONAL DEPARTMENTS AND CONTRACTUAL AGENCIES which are amenable to the Board of County Commissioners

Items appearing on the Budget but not on this form should be written exactly as they are on the Budget.

Department: MIS Office of: Management Information Systems

Oklahoma County, Oklahoma

ANNUAL REPORT FOR THE FISCAL YEAR ENDING June 30, 2008  
 AND ESTIMATE OF EARNINGS FOR THE ENSUING FISCAL YEAR

SA&I No. 1162 (2000) Special For Oklahoma County Only

To The Honorable Board of County Commissioners  
 and the County Excise Board

I, Ken Wentworth, the duly qualified and acting MIS Director  
 of the County and State aforesaid, do hereby certify that the following is a true and correct report of the earnings of  
 my office during the fiscal year just closed with a statement of estimated earnings, not exceeding statutory  
 limitations, for the ensuing fiscal year.

REPORT AND ESTIMATE OF EARNINGS		
CLASS OF ITEMS <i>(List only fees to County General Fund)</i>	COLLECTIONS OF THE YEAR JUST CLOSED	90% NORMALLY RECURRENT SOURCES OF PRECEDING YEAR
Not Applicable		
Total Earnings	0.00	0.00

THE DUTY OF TAXING OFFICIALS  
 Supreme Court Case 22, 626 Opinion Filed April 26, 1932

The Duty of Taxing Officials to make Appropriations is plain and definite, and the refusal to perform such duty is sufficient to authorize the issuance of a writ of mandamus.  
*"It is not the duty of taxing officials to make appropriations for the performance of constitutional governmental functions, but it is the duty of the officers charged with the performance of those duties to see that those appropriations are made, and such officers may not sit idly by and see the income and revenue of the county appropriated for other purposes than recover compensation for the performance of their duties."*

Office of: Management Information Systems

Oklahoma County, Oklahoma  
ANNUAL REPORT FOR THE FISCAL YEAR ENDING June 30, 2008  
AND ESTIMATE OF NEEDS FOR THE ENSUING FISCAL YEAR

To The Honorable Board of County Commissioners  
and the County Excise Board

I, Ken Wentworth, the duly qualified and acting MIS Director of  
the County and State aforesaid, do hereby certify that the following is a true and correct report of expenditures of this office  
during the fiscal year just closed with an estimate of my actual needs for the ensuing fiscal year.

REPORT OF PRIOR EXPENDITURES AND ESTIMATE OF NEEDS						
CLASSIFICATION Items of Expense	Net Amount Appropriations By Excise Board	Warrants Issued	Reserves	Determined Unencumbered By Officer	Estimate by Officer	Approved by Board of County Commissioners
Salaries and Wages	921,535.00	621,766.30	284,062.31	15,706.39	1,040,389.93	0.00
Fringe Benefits	343,785.56	208,302.52	129,653.04	5,830.00	383,570.00	0.00
Travel	25,151.00	16,901.34	8,249.66	0.00	101,000.00	0.00
Operating Expense	1,132,140.44	713,524.07	351,825.93	66,790.44	1,123,721.00	0.00
Capital Outlay	57,368.00	37,012.10	20,375.00	0.90	88,840.00	0.00
<b>Total</b>	<b>\$2,480,000.00</b>	<b>\$1,597,506.33</b>	<b>\$794,165.94</b>	<b>\$88,327.73</b>	<b>\$2,737,520.93</b>	<b>\$0.00</b>

SET OUT BELOW ANY DETAIL DEEMED ESSENTIAL TO EXPLAIN ESTIMATE FOR ENSUING YEAR

Personal Services

Requesting promotions for 4 positions

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Maintenance and Operation

See MIS budget spreadsheet

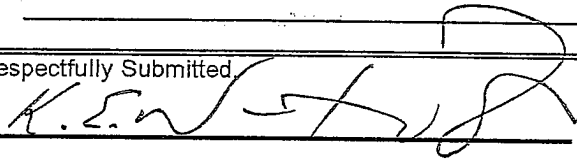
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Capital Outlay

See MIS budget spreadsheet

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Respectfully Submitted



Official Title MIS Director

Oklahoma County		
Budget Request Worksheet		
Fund	GENERAL FUND - 1001	
Cost Center	MIS - 2700	
		FY 07-08
Exp		Proposed
Acct	Description	Budget
51000	Salaries and Wages	
51010	FT Salaries and Wages	\$ 1,005,470
51020	PT Salaries and Wages	\$ 34,920
51030	Overtime Salaries	
51090	Temporary Services	
	Other Salaries & Wages	
51000	Total Salary & Wages	\$ 1,040,389.93
52000	Fringe Benefits	
52010	FICA and Medicare--7.65%	\$ 79,590.00
52032	Retirement-Dept. Defined Contrib	\$ 120,656.00
52040	Unemployment	\$ 5,100.00
52045	Dept-Health, Dental & Life Ins.	\$ 178,224.00
52000	Total Fringe Benefits	\$ 383,570.00
53000	Travel	
53010	Monthly Mileage	\$ 2,000
53030	Lodging	\$ 7,675
53040	Meals	\$ 3,210
53060	Registration Fees	\$ 81,550
53080	Incidentals/In State	\$ 2,840
53150	Airfare	\$ 3,725
53170	Mileage Allowance	\$ -
53000	Total Travel	\$ 101,000.00
54000	Maintenance & Operation	
54011	Postage	\$ 100
54012	Printing & Binding	\$ -
54013	Advertising	\$ 2,500
54017	Memberships	\$ 1,480
54019	Premiums-Property Ins	\$ -
54021	Telecommunications Serv	\$ 116,000
54022	Utilities-Gas	\$ -
54023	Utilities-Electric	\$ -
54024	Utilities-Sewer & Water	\$ -
54025	Utilities-Telephone	\$ 230,000
54026	Utilities Trigen	\$ -
54030	Subscriptions	\$ 167,455
54041	Publication	\$ -
54045	Parking	\$ 28,000
54046	Cellular Telephone Stipend	\$ 14,496
54104	Equipment-Maint	\$ 35,180
54165	Vehicle-Repair	\$ 2,500
	Supplies	\$ -
54215	Medical & Drugs	\$ -
54352	Office supplies	\$ 5,000
54450	Professional Services	\$ 521,010
54000	Total Maint & Operations	\$ 1,123,721.00
55000	Capital Outlay	
55010	Buildings-Renovation	\$ 1,600
55030	Bldg & Grounds (Repair/Parts/Mat	\$ -
55060	Land	\$ -
55080	Computer Equipment-Purchase	\$ 60,300
55095	Computer Software	\$ 15,940
55100	Furniture	\$ 5,500
55110	Office Equipment-purchase	\$ -
55390	Copier-Lease	\$ 5,500
	Total Capital	\$ 88,840.00
	Grand Total Budget Request	\$ 2,737,521

Oklahoma County - Salary Computation Worksheet

Department: MIS - 2700 Year: FY 2007-08  
 Fund: GENERAL FUND - 1001

<Column A> Section 1 No. of Full Time Positions/ Position Title	<Column B> March 2007 Monthly Salary Rate per Payroll PO	<Column C> Annual Salary at current rates	<Column D> Remaining 2006- 07 Salary Adjustments Annualized	<Column E> Projected 2007- 08 raise (total for the year)	<Column F> Total Est. 2007-08 Salaries	Explanation
Director	\$5,833.33	\$69,999.96	0	\$7,770.04	\$77,770.00	MGT
Application Development	\$5,000.00	\$60,000.00	0	\$1,200.00	\$61,200.00	MGT
EJIS Administrator	\$3,500.00	\$42,000.00	0	\$840.00	\$42,840.00	MGT
Executive Secretary/Office	\$3,250.00	\$39,000.00	0	\$780.00	\$39,780.00	MGT
Help Desk Technician	\$2,175.00	\$26,100.00	0	\$522.00	\$26,622.00	MGT
Inventory Control/PBX Ad	\$2,286.38	\$27,436.56	0	\$563.44	\$28,000.00	Promotion to Admin. Asst.
Programmer I	\$2,850.00	\$34,200.00	0	\$342.00	\$34,542.00	MGT
Programmer I	\$2,850.00	\$34,200.00	0	\$342.00	\$34,542.00	MGT
Programmer II	\$4,000.00	\$48,000.00	0	\$4,000.00	\$52,000.00	Promotion to Programmer 3
Programmer II	\$4,175.00	\$50,100.00	0	\$4,000.00	\$54,100.00	Promotion to Programmer 3
Programmer II	\$4,175.00	\$50,100.00	0	\$4,000.00	\$54,100.00	Promotion to Programmer 3
Systems Engineer I	\$2,650.00	\$31,800.00	0	\$636.00	\$32,436.00	MGT
Systems Engineer I	\$2,650.00	\$31,800.00	0	\$636.00	\$32,436.00	MGT
Systems Engineer I	\$2,650.00	\$31,800.00	0	\$636.00	\$32,436.00	MGT
Systems Engineer I	\$2,650.00	\$31,800.00	0	\$636.00	\$32,436.00	MGT
Systems Engineer II	\$3,250.00	\$39,000.00	0	\$975.00	\$39,975.00	MGT
System Engineer II	\$3,250.00	\$39,000.00	0	\$975.00	\$39,975.00	MGT
System Engineer III	\$4,175.00	\$50,100.00	0	\$1,002.00	\$51,102.00	MGT
Telecommunication Spec	\$3,250.00	\$39,000.00	0	\$390.00	\$39,390.00	MGT
Performance Pay		-		\$16,817.93	16,817.93	Performance pay pool
<b>Subtotal Section 1:</b>	<b>64,619.71</b>	<b>775,436.52</b>	<b>0.00</b>	<b>47,063.41</b>	<b>822,499.93</b>	

<Column A> Section 2 No. of Part Time Positions/ Position Title	<Column B> March 2007 Monthly Salary Rate per Payroll PO	<Column C> No. of Months factored into budget	<Column D> Remaining 2006- 07 Salary Adjustments Annualized	<Column E> Projected 2007- 08 raise (total for the year)	<Column F> Total Est. 2007-08 Salaries	Explanation
Information Desk	\$1,000.00	12	\$0.00	-	12,000.00	Part-time
Information Desk	\$1,000.00	12	\$0.00	-	12,000.00	Part-time
Telecommunication Spec	\$910.00	12	\$0.00	-	10,920.00	Part-time
<b>Subtotal Section 2:</b>	<b>2,910.00</b>	<b>12.00</b>	<b>0.00</b>	<b>0.00</b>	<b>34,920.00</b>	

<Column A> Section 3 No. of Positions/ Position Title	<Column B> Estimated Monthly Salary	<Column C> Est. months	<Column D> Total Est. 2007- 08 Salaries	<Column E> Fringe Benefit Costs budgeted	<Column F> Indicate Vacant, new position, or previously paid out of fund	<Column G> If filling before end of 2006-07, please indicate when:
DBA II	3,750.00	12.00	45,000.00	17,902.50	Vacant	
DBA IV	6,312.50	12.00	75,750.00	23,944.87	Vacant	
SDS Mgr SEIV	5,185.00	12.00	62,220.00	21,286.23	Vacant	
<b>Subtotal Section 3:</b>	<b>15247.5</b>	<b>12</b>	<b>182970</b>	<b>63133.6</b>		

**Grand Total Sections 1, 2 & 3** **1,040,389.93**

Section 4	Employer Premium	No. of Employees	Total
Current Single Coverage	\$ 308.00	9	\$ 33,264.00
Current Family Coverage	\$ 755.00	13	\$ 117,780.00
Additional Staffing (Sect 7)	\$ 755.00	3	\$ 27,180.00
<b>Total</b>		<b>22</b>	<b>\$ 178,224.00</b>



# 5 Year Expense History

OKLAHOMA COUNTY  
 Period: MAR-06/07 currency USD  
 Submitted: 03-APR-07 12:32:12

Fund=1001 (General Fund), Cost Center=2700 (MIS)

	YTD Expenses 06/07	YTD Expenses 05/06	YTD Expenses 04/05	YTD Expenses 03/04	YTD Expenses 02/03
	10.00				
		Salary			
51010 Full Time Salaries & Wages	609,769.23	808,070.84	783,426.24	820,033.53	912,485.37
51020 Part Time Salaries & Wages	11,997.07	22,425.69	11,347.50	20,252.50	14,519.72
51030 Over Time Salaries & Wages	0.00	4,080.28	0.00	0.00	0.00
51090 Temporary Services	0.00	2,660.72	12,334.90	0.00	0.00
Salary Total	621,766.30	837,237.53	807,108.64	840,286.03	927,005.09
Fringe Benefits					
52010 FICA	45,772.70	61,387.17	58,062.12	61,942.80	68,503.90
52032 Retirement-Dept Defined Contr	70,267.82	89,999.75	90,717.25	98,404.02	54,633.30
52040 Unemployment	0.00	3,074.68	9,108.00	8,118.47	1,000.00
52045 Dept-Health & Life	92,262.00	111,298.00	104,529.00	0.00	0.00
Fringe Benefit Total	208,302.52	265,759.60	262,416.37	168,465.29	124,137.20
Travel					
53020 Mileage/In State	417.43	1,673.08	1,994.03	2,250.18	1,719.40
53030 Lodging/In State	0.00	0.00	0.00	131.66	0.00
53040 Meals/In State	0.00	242.00	0.00	0.00	0.00
53060 Registration Fees/In State	3,605.00	40,631.80	0.00	0.00	0.00
53080 Incidentals/In State	7.00	18.00	0.00	0.00	0.00
53100 Mileage/Out State	207.58	1,799.75	1,269.73	0.00	2,105.01
53110 Lodging/Out State	2,005.98	11,274.32	7,287.18	4,368.46	2,628.93
53120 Meals/Out State	1,129.00	8,058.00	3,556.28	2,091.11	999.74
53130 Car Rental/Out State	0.00	501.66	193.00	221.21	0.00
53140 Registration Fees/Out State	7,785.00	69,915.25	3,712.50	3,448.00	0.00
53150 Airfare/Out State	1,487.90	5,850.91	2,022.30	2,782.68	531.50
53160 Incidentals/Out State	256.45	1,844.30	7.00	0.00	0.00
Travel Total	16,901.34	141,809.07	20,042.02	15,293.30	7,984.58
Maintenance & Operations					
54011 Postage	21.40	81.21	152.01	0.00	0.00
54013 Advertising	2,915.50	0.00	0.00	0.00	0.00
54017 Memberships	0.00	489.00	0.00	0.00	0.00
54021 Telecommunications Svcs	772.22	81,194.32	5,909.78	9,205.61	91,763.20
54025 Utilities-Telephone	241,334.63	91.11	0.00	0.00	0.00
54028 Books	279.75	224.63	2,631.77	1,935.99	202.96
54030 Subscriptions	40,700.88	13,661.90	12.50	5,508.45	2,031.95
54033 Freight & Storage	0.00	145.86	0.00	0.00	0.00
54040 Other	0.00	3.99	59.99	37.58	13,430.01
54041 Publications	0.00	1,142.48	2,002.72	300.91	2,470.72
54045 Parking	21,420.40	28,762.80	13,325.00	437.50	0.00
54046 Cellular Telephone	7,922.00	8,512.00	3,276.00	0.00	0.00
54102 Office Space	50.00	0.00	0.00	0.00	0.00
54106 Equipment-Software	169,024.56	35,678.21	0.00	0.00	0.00
54107 Equipment-Hardware	5,274.54	134,423.24	2,012.11	0.00	106,921.84
54108 Equipment-Telecommunications	0.00	2,876.40	0.00	128.00	17.97
54109 Equipment-Other	5,972.19	12,869.54	47,492.43	986.95	1,139.00
54151 Building & Grounds(Maint Supp)	0.00	193.50	0.00	0.00	0.00
54153 Equipment(Repair Supplies)In-	0.00	0.00	49.99	8,880.00	823.30
54154 DP Equip(Repair Supplies)In-H	0.00	40,742.74	226,351.30	34,590.26	7,713.87
54155 Telecomm(Repair Supplies)In-H	0.00	0.00	0.00	500.00	60.00
54158 DP Equip-Vendors Maint	783.00	522.00	0.00	145,442.78	144,453.82
54162 Equipment-Vendors Repair	0.00	0.00	38,172.94	160,917.95	96,665.33
54163 DP Equipment-Vendors Repair	448.50	0.00	3,680.00	0.00	262.47
54209 Clothing	0.00	1,159.23	0.00	0.00	347.50
54211 Motor Vehicle Fuel	543.42	564.78	0.00	0.00	0.00
54222 Misc Supplies	2,206.45	2,465.99	3,013.15	574.55	513.60
54351 Office Supplies-Non Expendabl	0.00	0.00	854.22	0.00	0.00
54352 Office Supplies-Expendable	14.49	2,726.06	4,621.98	2,611.03	3,414.33
54355 Paper	0.00	0.00	0.00	0.00	643.50
54455 Professional Services-Other	213,840.14	488,274.06	153,395.79	17,674.31	40,484.90
54456 Services Other	0.00	26.52	13,975.95	14,181.50	668.00
Maintenance & Operations Total	713,524.07	856,831.57	520,989.63	403,913.17	514,028.27
Capital Outlay					
55050 Building&Grounds-Fixtures/Per	0.00	1,574.76	0.00	0.00	0.00

Prepared by:  
 Office ofCarolynn Caudill,  
 Oklahoma County Clerk

## Fund=1001 (General Fund), Cost Center=2700 (MIS)

	<i>YTD Expenses</i> <i>06/07</i>	<i>YTD Expenses</i> <i>05/06</i>	<i>YTD Expenses</i> <i>04/05</i>	<i>YTD Expenses</i> <i>03/04</i>	<i>YTD Expenses</i> <i>02/03</i>
	10.00	Salary			
55080 Computer Equipment-Purchases	13,569.96	165,310.66	137,816.75	45,506.28	76,068.66
55090 Computer Equipment-Repair Par	0.00	59.95	0.00	0.00	0.00
55095 Computer Software	21,674.70	109,634.75	886.50	41,179.31	75,676.71
55100 Furniture	1,668.44	2,545.77	2,893.97	1,225.25	2,333.10
55110 Office Equipment-Purchase	0.00	825.16	2,061.00	237.18	182.79
55200 Telecommunications Equipment	0.00	529.98	898.85	899.98	10,560.38
55230 Shop Equipment	0.00	0.00	0.00	0.00	140.88
55250 Safety Equipment	0.00	450.60	10.40	0.00	7,000.00
55310 Video Equipment	0.00	3,635.98	0.00	0.00	0.00
55330 Other Equipment	99.00	5.00	714.74	0.00	0.00
Capital Outlay Total	<u>37,012.10</u>	<u>284,572.61</u>	<u>145,282.21</u>	<u>89,048.00</u>	<u>171,962.52</u>
Grand Total	<u>1,597,506.33</u>	<u>2,386,210.38</u>	<u>1,755,838.87</u>	<u>1,517,005.79</u>	<u>1,745,117.66</u>