

Budget Brief – DAS Appropriated Budgets Summary

NUMBER CFAS-06-04

SUMMARY

The Legislature controls the size and scope of appropriated agencies (such as DAS) through the budget. By law, agencies cannot spend more than they are appropriated, except that they may spend up to 125% of their Dedicated Credits appropriation, and can't move funds across line items. Full Time Equivalent (FTE) employees are not appropriated but are provided for information purposes.

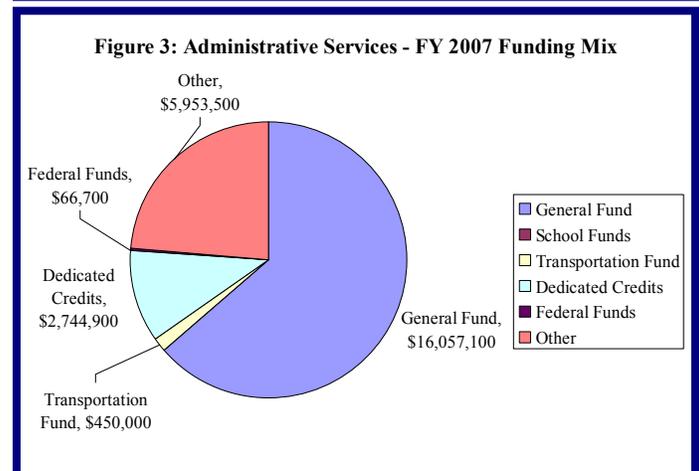
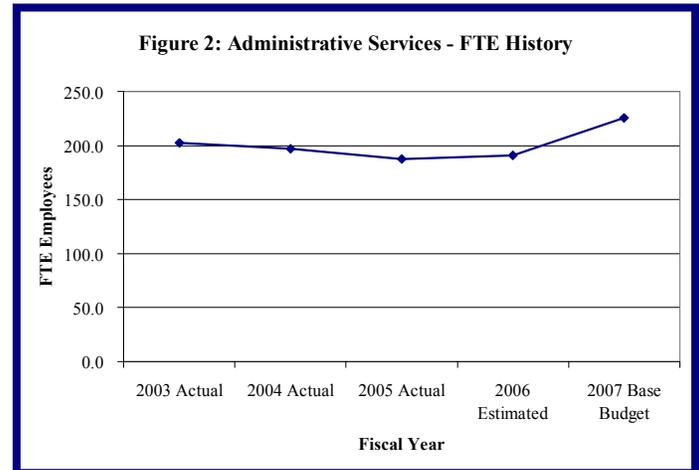
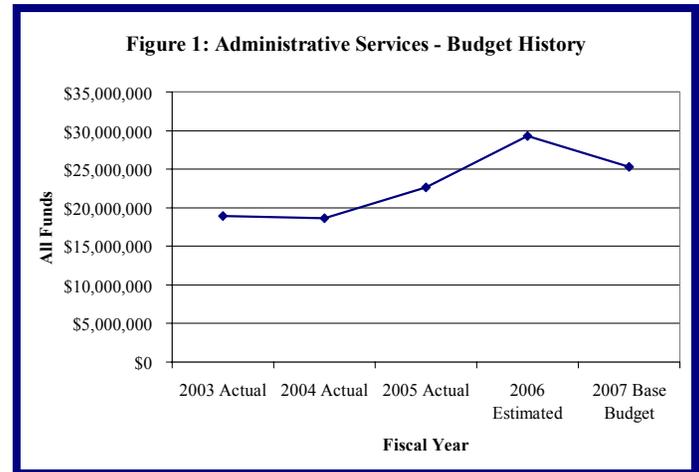
The Department of Administrative Services was created in 1981 by the Utah Administrative Services Act. Current statute (UCA 63A) sets seven purposes for the department:

1. Provide specialized agency support services commonly needed
2. Provide effective, coordinated management of state administrative services
3. Serve the public interest by providing services in a cost-effective manner, eliminating unnecessary duplication
4. Enable administrators to respond effectively to technological improvements
5. Emphasize the service role of state administrative service agencies in meeting the needs of user agencies
6. Use flexibility in meeting the needs of state agencies
7. Protect the public interest by insuring the integrity of the fiscal accounting procedures and policies that govern the operation of agencies and institutions to assure funds are used properly.

DAS Appropriated Budget Line Items

Appropriated budget line items in the Department of Administrative Service include:

- Executive Director's Office
- Administrative Rules
- DFCM Administration
- State Archives
- Finance Administration
- Finance – Mandated Expenditures
- Post Conviction Indigent Defense



- Judicial Conduct Commission
- Purchasing
- Child Welfare Parental Defense (FY 2005 only)
- Human Resource Management (FY 2007)

ISSUES AND RECOMMENDATIONS

The Department of Administrative Services will grow in FY 2007 by \$3,778,900 and 36.5 FTE as it absorbs the Division of Human Resource Management. This is a transfer of functions and does not represent growth in overall state government.

The Analyst recommends discussion of the following appropriation increases for the Department of Administrative Services. More detail on each can be found in the Budget Brief for each respective line item, along with more in-depth discussion of issues.

Administrative Services Appropriated Budgets						
Recommended Appropriation Changes						
No Rank Order						
Agency	Line Item	Description	Fiscal Year	Fund Source	Analyst Recomm	1-Time
DAS	Admin Rules	eRules Software Maintenance	FY 2007	GF	\$12,000	
DAS	DFCM	Restore General Funds for Admin	FY 2007	GF	\$1,092,000	
DAS	Archives	State Records Center Lease Increase	FY 2007	GF	\$25,000	

BUDGET DETAIL TABLE

Administrative Services						
Sources of Finance	FY 2005	FY 2006	Changes	FY 2006	Changes	FY 2007*
	Actual	Appropriated		Revised		Base Budget
General Fund	11,428,000	12,990,200	0	12,990,200	3,066,900	16,057,100
General Fund, One-time	7,268,600	108,700	0	108,700	(108,700)	0
Transportation Fund	450,000	450,000	0	450,000	0	450,000
Federal Funds	0	4,500	0	4,500	62,200	66,700
Dedicated Credits Revenue	2,274,600	1,937,600	170,600	2,108,200	636,700	2,744,900
GFR - Economic Incentive Restricted /	0	981,900	0	981,900	(981,900)	0
GFR - ISF Overhead	1,272,400	1,272,400	0	1,272,400	0	1,272,400
Risk Management ISF	0	65,900	0	65,900	(65,900)	0
Capital Project Fund	3,956,700	1,638,100	(62,800)	1,575,300	62,800	1,638,100
Project Reserve Fund	0	200,000	0	200,000	0	200,000
Contingency Reserve Fund	0	1,180,200	0	1,180,200	0	1,180,200
Beginning Nonlapsing	6,294,100	3,330,100	6,688,900	10,019,000	(8,148,800)	1,870,200
Closing Nonlapsing	(10,019,000)	(989,600)	(710,600)	(1,700,200)	1,492,800	(207,400)
Lapsing Balance	(242,000)	0	0	0	0	0
Total	\$22,683,400	\$23,170,000	\$6,086,100	\$29,256,100	(\$3,983,900)	\$25,272,200
Line Items						
Executive Director	818,300	1,022,700	(16,300)	1,006,400	(100)	1,006,300
Administrative Rules	350,300	350,500	52,500	403,000	(107,500)	295,500
DFCM Administration	4,026,900	4,216,600	124,100	4,340,700	94,700	4,435,400
State Archives	2,035,700	2,258,700	44,700	2,303,400	(102,100)	2,201,300
Finance Administration	10,087,600	12,024,400	1,672,500	13,696,900	(2,461,000)	11,235,900
Finance - Mandated	3,594,200	1,314,500	4,000,000	5,314,500	(4,831,900)	482,600
Post Conviction Indigent Defense	44,600	74,000	0	74,000	0	74,000
Judicial Conduct Commission	230,600	231,700	0	231,700	1,200	232,900
Finance - Mandated - Retirement	0	200,000	0	200,000	(150,000)	50,000
Purchasing	1,383,900	1,476,900	80,900	1,557,800	(78,400)	1,479,400
Child Welfare Parental Defense	111,300	0	127,700	127,700	(127,700)	0
Human Resource Management	0	0	0	0	3,778,900	3,778,900
Total	\$22,683,400	\$23,170,000	\$6,086,100	\$29,256,100	(\$3,983,900)	\$25,272,200
Categories of Expenditure						
Personal Services	12,764,600	13,568,900	313,600	13,882,500	2,709,000	16,591,500
In-State Travel	77,000	97,600	(2,900)	94,700	17,600	112,300
Out of State Travel	47,000	68,300	(2,000)	66,300	12,800	79,100
Current Expense	2,205,400	2,487,000	240,800	2,727,800	520,300	3,248,100
DP Current Expense	2,183,200	5,025,000	(1,779,400)	3,245,600	290,700	3,536,300
DP Capital Outlay	1,768,500	318,000	3,406,700	3,724,700	(2,552,400)	1,172,300
Capital Outlay	5,100	83,700	(83,700)	0	0	0
Other Charges/Pass Thru	3,632,600	1,521,500	3,993,000	5,514,500	(4,981,900)	532,600
Total	\$22,683,400	\$23,170,000	\$6,086,100	\$29,256,100	(\$3,983,900)	\$25,272,200
Other Data						
Budgeted FTE	187.5	188.9	2.2	191.1	34.4	225.5
Actual FTE	185	0	0	0	0	0
Vehicles	10	10	0	10	0	10

*Does not include amounts in excess of subcommittee's state fund allocation that may be recommended by the Fiscal Analyst.