



DEPARTMENT OF ADMINISTRATIVE SERVICES

INFRASTRUCTURE AND GENERAL GOVERNMENT APPROPRIATIONS SUBCOMMITTEE
STAFF: GARY K. RICKS

BUDGET BRIEF

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 and cannot move funds across line items, however they may spend up to 125% of their Dedicated Credits appropriation. Full Time Equivalent (FTE) employees are not appropriated but are provided for information purposes.

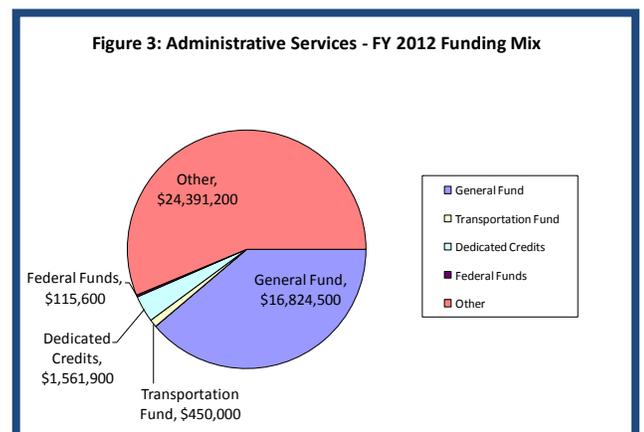
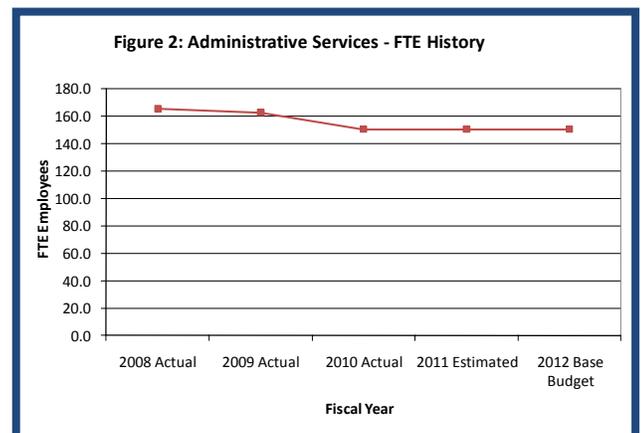
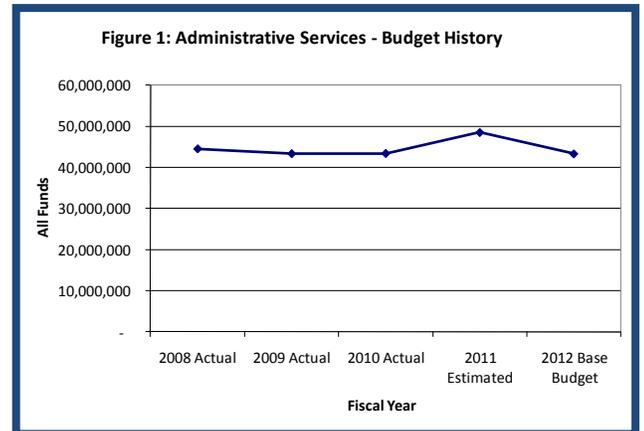
The Department of Administrative Services was created in 1981 by the Utah Administrative Services Act. Current statute (UCA 63A) sets seven purposes for the department:

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 state agency needs
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
- Division of Administrative Rules
- Division of Facilities Construction and Management
- (DFCM) – Administration
- Division of State Archives
- Division of Finance – Administration
- Division of Finance – Mandated Expenditures
- Division of Finance – Mandated—OPEB
- Post Conviction Indigent Defense
- Judicial Conduct Commission
- Division of Purchasing



RECOMMENDATIONS

The Legislature, on recommendation of this Subcommittee passed, *Infrastructure and General Government Base Budget* (House Bill 7, 2011 General Session). The budget table below outlines the fiscal information for the DAS appropriated budget as encapsulated in House Bill 7. The Analyst recommends that the Subcommittee approve this information. The Legislature may make additional adjustments to the DTS budget during the remainder of the 2011 General Session.

BUDGET DETAIL TABLE

| Administrative Services | | | | | | |
|-------------------------------------|---------------------------|---------------------------------|------------------|----------------------------|----------------------|---------------------------------|
| Sources of Finance | FY 2010 Actual | FY 2011 Appropriated | Changes | FY 2011 Revised | Changes | FY 2012* Base Budget |
| General Fund | 11,877,200 | 17,678,000 | 0 | 17,678,000 | (853,500) | 16,824,500 |
| General Fund, One-time | 7,961,900 | 3,038,400 | 0 | 3,038,400 | (3,038,400) | 0 |
| Transportation Fund | 450,000 | 450,000 | 0 | 450,000 | 0 | 450,000 |
| Federal Funds | 83,100 | 113,000 | 0 | 113,000 | 2,600 | 115,600 |
| Dedicated Credits Revenue | 2,006,200 | 2,103,900 | (56,700) | 2,047,200 | (485,300) | 1,561,900 |
| GFR - Economic Incentive Restricted | 3,514,100 | 4,540,000 | 0 | 4,540,000 | 0 | 4,540,000 |
| GFR - ISF Overhead | 1,299,600 | 1,299,600 | 0 | 1,299,600 | 0 | 1,299,600 |
| GFR - Land Exchange Distribution Ac | 15,750,000 | 15,750,000 | 0 | 15,750,000 | 0 | 15,750,000 |
| Transfers | 0 | 13,100 | (13,100) | 0 | 0 | 0 |
| Transfers - Other Agencies | (1,132,500) | 0 | 0 | 0 | 0 | 0 |
| Capital Projects Fund | 1,950,500 | 1,942,900 | 13,100 | 1,956,000 | 0 | 1,956,000 |
| Project Reserve Fund | 200,000 | 200,000 | 0 | 200,000 | 0 | 200,000 |
| Contingency Reserve Fund | 82,300 | 82,300 | 0 | 82,300 | 0 | 82,300 |
| Beginning Nonlapsing | 1,995,500 | 760,300 | 1,115,200 | 1,875,500 | (1,364,100) | 511,400 |
| Closing Nonlapsing | (1,875,500) | (181,300) | (330,100) | (511,400) | 563,300 | 51,900 |
| Lapsing Balance | (714,300) | 0 | 0 | 0 | 0 | 0 |
| Total | \$43,448,100 | \$47,790,200 | \$728,400 | \$48,518,600 | (\$5,175,400) | \$43,343,200 |
| Line Items | | | | | | |
| Executive Director | 0 | 0 | 0 | 0 | 629,900 | 629,900 |
| Programs and Operations | 18,926,600 | 19,382,400 | 699,100 | 20,081,500 | (2,081,500) | 0 |
| Administrative Rules | 0 | 0 | 0 | 0 | 360,700 | 360,700 |
| DFCM Administration | 0 | 0 | 0 | 0 | 4,425,700 | 4,425,700 |
| State Archives | 0 | 0 | 0 | 0 | 2,267,400 | 2,267,400 |
| Finance Administration | 0 | 0 | 0 | 0 | 8,948,400 | 8,948,400 |
| Post Conviction Indigent Defense | 113,100 | 93,800 | 26,200 | 120,000 | 0 | 120,000 |
| Finance - Mandated | 24,186,500 | 26,290,000 | 0 | 26,290,000 | (3,000,000) | 23,290,000 |
| Judicial Conduct Commission | 221,900 | 240,300 | 3,100 | 243,400 | 0 | 243,400 |
| Finance - Mandated - OPEB | 0 | 1,783,700 | 0 | 1,783,700 | 0 | 1,783,700 |
| Purchasing | 0 | 0 | 0 | 0 | 1,274,000 | 1,274,000 |
| Total | \$43,448,100 | \$47,790,200 | \$728,400 | \$48,518,600 | (\$5,175,400) | \$43,343,200 |
| Categories of Expenditure | | | | | | |
| Personnel Services | 12,450,600 | 12,516,300 | 35,800 | 12,552,100 | (936,300) | 11,615,800 |
| In-state Travel | 72,300 | 153,600 | (46,000) | 107,600 | (4,100) | 103,500 |
| Out-of-state Travel | 16,800 | 30,100 | 7,100 | 37,200 | (5,100) | 32,100 |
| Current Expense | 2,902,300 | 2,198,400 | 1,205,100 | 3,403,500 | (1,652,000) | 1,751,500 |
| DP Current Expense | 3,669,400 | 4,630,100 | (348,300) | 4,281,800 | 464,800 | 4,746,600 |
| DP Capital Outlay | 101,000 | 170,000 | (120,000) | 50,000 | (50,000) | 0 |
| Other Charges/Pass Thru | 23,103,200 | 28,091,700 | (1,137,800) | 26,953,900 | (2,992,700) | 23,961,200 |
| Operating Transfers | 1,132,500 | 0 | 1,132,500 | 1,132,500 | 0 | 1,132,500 |
| Total | \$43,448,100 | \$47,790,200 | \$728,400 | \$48,518,600 | (\$5,175,400) | \$43,343,200 |
| Other Data | | | | | | |
| Budgeted FTE | 150.5 | 154.7 | (4.2) | 150.5 | 0.0 | 150.5 |
| Actual FTE | 148.3 | 0.0 | 0.0 | 0.0 | 0.0 | 0.0 |
| Vehicles | 13 | 13 | 0 | 13 | 0 | 13 |

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