

Office of the
Legislative Fiscal Analyst

FY 2001 Budget Recommendations

Joint Appropriations Subcommittee for
Capital Facilities and Administrative Services

Utah Department of Administrative Services
Overview

Contents:

- 1.0 Summary
- 2.0 Issues
- 3.0 Programs
- 4.0 Additional Information

1.0 Summary: Department of Administrative Services

The Department of Administrative Services (DAS) was created in 1981 by the Utah Administrative Services Act. The Act sets forth eight purposes for the Department:

1. Provide specialized agency support services;
2. Provide effective, coordinated management of state administrative services;
3. Clarify the powers and duties of the various administrative services agencies
4. Serve the public interest by providing services in a cost-effective and efficient manner, eliminating unnecessary duplication;
5. Enable administrators to respond effectively to technological improvements;
6. Emphasize the service role of state administrative service agencies in meeting the service needs of user agencies;
7. Permit flexibility in meeting the service needs of state agencies;
8. 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 that funds are expended properly and lawfully.

	Analyst FY 2001 Base	Analyst FY 2001 Changes	Analyst FY 2001 Total
Financing			
General Fund	\$20,445,600	\$3,234,900	\$23,680,500
General Fund, One-time		1,605,900	1,605,900
Transportation Fund	450,000		450,000
Dedicated Credits Revenue	1,659,700		1,659,700
GFR - ISF Overhead Allocation	1,316,600		1,316,600
Transfers	272,100		272,100
Beginning Nonlapsing	1,254,100		1,254,100
Closing Nonlapsing	(318,000)		(318,000)
Total	<u>\$25,080,100</u>	<u>\$4,840,800</u>	<u>\$29,920,900</u>
Programs			
Executive Director	\$873,700		\$873,700
Information Technology Services	391,600		391,600
Administrative Rules	255,400		255,400
DFCM Administration	3,005,400		3,005,400
DFCM Facilities Management	2,532,500	(2,296,200)	236,300
State Archives	1,846,100		1,846,100
Finance Administration	10,009,800		10,009,800
Office of State Debt Collection	179,400		179,400
Finance - Mandated	95,000	2,090,800	2,185,800
Judicial Conduct Commission	217,700		217,700
LeRay McAllister Critical Land Cons Fund		2,750,000	2,750,000
Purchasing	1,326,300		1,326,300
Capitol Preservation Board	347,200	2,296,200	2,643,400
Fleet Capitalization	4,000,000		4,000,000
Total	<u>\$25,080,100</u>	<u>\$4,840,800</u>	<u>\$29,920,900</u>
FTE	209.7		209.7

2.0 Issues

2.1 FY 2001 Recommendation

The Analyst's recommendation reflects a base budget that is approximately \$5 million more than Fiscal Year 2000 levels. The recommended increase is the result of pass through funds for such programs as Fleet Capitalization, the Critical Land Conservation Fund and the 800 megahertz conversion managed by the Utah Communications Agency Network (UCAN).

3.0 Programs: Department of Administrative Services

Overall, the DAS budget accounts for 0.6 percent of all tax funds expended in the state of Utah. With a budget of this size, small changes in total appropriations appear to be large changes as a percentage. The FY 1999 budget shows a 50 percent increase over the prior year, but most of that change is driven by Y2K funding. When adjusted to account for pass through funds administered by the department, the total DAS budget is only one percent larger than it was in 1993. The following table compares the fluctuating nature of the DAS total budget to an adjusted budget that has changed at an average rate that is less than 0.3 percent per year.

DAS	Total Base Budget	Annual Change	Pass Through Expenses	Total Budget Adjusted	Annual Change	Cumulative Change	Average Change
FY 1993	\$24,727,800		(3,224,600)	\$21,503,200			
FY 1994	\$24,719,900	-0.03%	(5,010,300)	\$19,709,600	-8.34%		
FY 1995	\$23,122,300	-6.46%	(2,324,900)	\$20,797,400	5.52%	-3.28%	-1.41%
FY 1996	\$21,781,100	-5.80%	(1,412,400)	\$20,368,700	-2.06%	-5.28%	-1.63%
FY 1997	\$23,411,800	7.49%	(2,349,500)	\$21,062,300	3.41%	-2.05%	-0.37%
FY 1998	\$25,587,000	9.29%	(3,950,600)	\$21,636,400	2.73%	0.62%	0.25%
FY 1999	\$39,623,000	54.86%	(16,504,300)	\$23,118,700	6.85%	7.51%	1.35%
FY 2000	\$28,737,900	-27.47%	(7,019,700)	\$21,718,200	-6.06%	1.00%	0.29%

4.0 Additional Information: Department of Administrative Services

	FY 1997	FY 1998	FY 1999	FY 2000	FY 2001
Financing	Actual	Actual	Actual	Estimated	Analyst
General Fund	\$17,776,424	\$19,311,200	\$17,287,600	\$21,101,900	\$23,680,500
General Fund, One-time	1,045,300	260,000	7,730,500	2,750,000	1,605,900
Uniform School Fund	6,000	667,700			
Uniform School Fund, One-time			5,124,400		
Transportation Fund	453,400	450,000	450,000	450,000	450,000
Dedicated Credits Revenue	1,181,216	1,370,400	1,519,500	1,663,100	1,659,700
GFR - ISF Overhead Allocation		1,514,900	1,548,300	1,318,700	1,316,600
Transfers	2,185,000	1,185,000	500,000	222,100	272,100
Transfers - Interagency			680,000		
Beginning Nonlapsing	3,134,000	2,800,200	3,065,100	8,483,700	1,254,100
Closing Nonlapsing	(2,841,000)	(2,823,300)	(8,483,700)	(245,000)	(318,000)
Lapsing Balance	(50,900)	(6,400)	(15,800)		
Total	\$22,889,440	\$24,729,700	\$29,405,900	\$35,744,500	\$29,920,900
% Change		8.0%	18.9%	21.6%	-16.3%
Programs					
Executive Director	\$513,900	\$642,400	\$891,100	\$832,700	\$873,700
Executive Director - Fuel Mitigation	2,121,600	1,991,200	1,705,300	449,100	
Information Technology Services	621,900	521,900	1,041,600	391,600	391,600
Administrative Rules	289,100	244,800	246,900	299,300	255,400
DFCM Administration	3,131,600	3,152,600	3,053,000	3,037,500	3,005,400
DFCM Facilities Management	2,463,600	2,457,900	2,524,600	435,000	236,300
State Archives	1,858,300	1,817,700	1,802,800	1,859,700	1,846,100
Finance Administration	10,239,740	10,637,100	10,257,900	10,768,300	10,009,800
Office of State Debt Collection	181,900	183,700	172,600	220,100	179,400
Finance - Mandated	227,900	1,606,800	6,085,300	6,762,600	2,185,800
Judicial Conduct Commission		187,600	218,900	265,100	217,700
LeRay McAllister Critical Land Cons Fund			100,000	2,750,000	2,750,000
Purchasing	1,239,900	1,286,000	1,305,900	1,346,900	1,326,300
Capitol Preservation Board				2,326,600	2,643,400
Fleet Capitalization				4,000,000	4,000,000
Total	\$22,889,440	\$24,729,700	\$29,405,900	\$35,744,500	\$29,920,900
Expenditures					
Personal Services	\$10,676,734	\$11,293,100	\$11,328,000	\$12,049,300	\$11,926,800
In-State Travel	50,238	52,500	48,300	52,200	49,800
Out of State Travel	37,415	48,800	49,200	53,600	52,100
Current Expense	5,378,322	6,327,800	7,054,700	6,813,700	4,322,500
DP Current Expense	4,918,140	3,621,600	8,174,500	9,016,100	3,869,300
DP Capital Outlay	98,297	1,883,700	531,300	633,000	433,000
Capital Outlay	1,100,694	925,600	1,008,300		
Other Charges/Pass Thru	629,600	576,600	1,211,600	7,126,600	9,267,400
Total	\$22,889,440	\$24,729,700	\$29,405,900	\$35,744,500	\$29,920,900
FTE	88.5	206.8	207.3	209.7	209.7