

Office of the
Legislative Fiscal Analyst

FY 2003 Budget Recommendations

Joint Appropriations Subcommittee for
Executive Offices and Criminal Justice

Office of Planning and Budget

Contents:

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

1.0 Office of Planning and Budget

The Office of Planning and Budget is organized to provide both advisory and global information to the Governor and other state agencies.

	Analyst FY 2003 Base	Analyst FY 2003 Changes	Analyst FY 2003 Total
Financing			
General Fund	3,911,700	(204,200)	3,707,500
Federal Funds	100,000	(150,000)	(50,000)
Dedicated Credits Revenue	295,100	(151,100)	144,000
Olympic Special Revenue	353,500		353,500
Transfers	700		700
Transfers - Administrative Services	11,000		11,000
Transfers - Commerce	2,000		2,000
Transfers - Commission on Criminal and	10,000		10,000
Transfers - Comp Emergency Mgt	25,000	(25,000)	
Transfers - Corrections	9,000		9,000
Transfers - Department of Community an	302,000		302,000
Transfers - Environmental Quality	2,000		2,000
Transfers - Health	14,000		14,000
Transfers - Human Resource Mgt	1,000		1,000
Transfers - Human Services	28,000		28,000
Transfers - Insurance	2,000		2,000
Transfers - Natural Resources	4,000		4,000
Transfers - Other Agencies	300		300
Transfers - Public Safety	10,000		10,000
Transfers - Transportation	12,000		12,000
Transfers - Trust Lands Administration	25,000		25,000
Transfers - Utah State Tax Commission	17,000		17,000
Transfers - Workforce Services	38,000		38,000
Total	\$5,173,300	(\$530,300)	\$4,643,000
Programs			
Science and Technology	248,100	(248,100)	
Administration	909,000	(1,100)	907,900
Planning and Budget Analysis	789,700	(1,000)	788,700
Demographic and Economic Analysis	829,800	(2,100)	827,700
Resource Planning and Legal Review	400,300	(275,500)	124,800
Information Technology	1,004,300	(1,800)	1,002,500
State and Local Planning	992,100	(700)	991,400
Total	\$5,173,300	(\$530,300)	\$4,643,000
FTE/Other			
Total FTE	52	(5)	47

2.0 Issues: Office of Planning and Budget

2.1 FY 2003 Budget

The Analyst FY 2003 budget recommendation includes the Revised Estimate from FY 2002 as approved by the Executive Appropriations Committee and the following items:

- Adjustment for FY 2002 one-time programs;
- Payroll cost of an extra day in FY 2003
- Transfers of Market Comparability Adjustments; and
- Net changes for Internal Service Fund rates.

FY 2003 changes reflect the incremental costs of across the board reductions and annualization of partial budget cuts approved for FY 2002.

2.2 Nonlapsing Intent Language

It is the intent of the Legislature that funding for the Office of Planning and Budget be nonlapsing.

2.3 Funds Transfer to Department of Natural Resources

The Analyst also recommends a transfer of ongoing funds of \$124,600 in General Funds and \$150,000 Federal Funds, for FY 2003 to the Department of Natural Resources (DNR). This will complete the transfer of 3 FTEs from the Resource Planning and Legal Review division to DNR. The budget recommendation reflects this transfer. Upon Legislative approval, this action will be listed as part of the Appropriations Act for FY 2003.

3.1 Administration

Recommendation

The Analyst recommends \$907,900 for the Administration section.

The significant decrease reflects the Olympics Coordination funding included in this budget which ceases after FY 2002.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	8,064,200	582,000	553,400	(28,600)
General Fund, One-time		(213,000)		213,000
Dedicated Credits Revenue			1,000	1,000
Olympic Special Revenue	322,700	352,100	353,500	1,400
Transfers		1,800		(1,800)
Beginning Nonlapsing	149,800	6,922,400		(6,922,400)
Closing Nonlapsing	(6,901,300)			
Total	<u>\$1,635,400</u>	<u>\$7,645,300</u>	<u>\$907,900</u>	<u>(\$6,737,400)</u>
Expenditures				
Personal Services	760,200	586,300	809,600	223,300
In-State Travel	3,800	11,200	8,000	(3,200)
Out of State Travel	6,600	7,800	12,100	4,300
Current Expense	82,000	2,983,600	66,900	(2,916,700)
DP Current Expense	12,000	57,200	11,300	(45,900)
Other Charges/Pass Thru	770,800	3,999,200		(3,999,200)
Total	<u>\$1,635,400</u>	<u>\$7,645,300</u>	<u>\$907,900</u>	<u>(\$6,737,400)</u>
FTE/Other				
Total FTE	10	10	10	(0)
Vehicles	2	2	2	

Purpose

The Administrative Support program provides accounting, technical, and clerical support to the office. The duties of this program include personnel management, internal budget development, travel arrangements, program development and other support functions as necessary.

3.2 Science and Technology

Recommendation This budget has been transferred to the Division of Community and Economic Development.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	70,900	72,000		(72,000)
General Fund, One-time		(72,000)		72,000
Dedicated Credits Revenue	126,100	(1,100)		1,100
Transfers - Comp Emergency Mgt	12,400			
Beginning Nonlapsing	100			
Closing Nonlapsing	(6,800)			
Total	<u>\$202,700</u>	<u>(\$1,100)</u>	<u>\$0</u>	<u>\$1,100</u>
Expenditures				
Personal Services	89,600	(28,100)		28,100
In-State Travel	300	(2,900)		2,900
Out of State Travel	8,300	(700)		700
Current Expense	102,300	6,700		(6,700)
DP Current Expense	1,200	(2,100)		2,100
Other Charges/Pass Thru	1,000	26,000		(26,000)
Total	<u>\$202,700</u>	<u>(\$1,100)</u>	<u>\$0</u>	<u>\$1,100</u>
FTE/Other				
Total FTE	1	1		1

Purpose The Science and Technology program was created in 1973. The State Science Advisor serves as Executive Secretary to the Advisory Council on Science and Technology. The Advisor also acts as counsel to the Governor on matters of science and technology.

3.3 Information Technology

Recommendation The Analyst recommends \$1,002,500 for Information Technology.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	829,300	848,000	839,800	(8,200)
General Fund, One-time		(6,000)		6,000
Dedicated Credits Revenue	300			
Transfers	192,000	2,900	700	(2,200)
Transfers - Administrative Services		11,000	11,000	
Transfers - Commerce		2,000	2,000	
Transfers - Commission on Criminal and Juv		10,000	10,000	
Transfers - Corrections		9,000	9,000	
Transfers - Department of Community and E		2,000	2,000	
Transfers - Environmental Quality		2,000	2,000	
Transfers - Health		14,000	14,000	
Transfers - Human Resource Mgt		1,000	1,000	
Transfers - Human Services		28,000	28,000	
Transfers - Insurance		2,000	2,000	
Transfers - Natural Resources		4,000	4,000	
Transfers - Public Safety		10,000	10,000	
Transfers - Transportation		12,000	12,000	
Transfers - Utah State Tax Commission		17,000	17,000	
Transfers - Workforce Services		38,000	38,000	
Beginning Nonlapsing	50,000	136,600		(136,600)
Closing Nonlapsing	(136,800)			
Total	\$934,800	\$1,143,500	\$1,002,500	(\$141,000)
Expenditures				
Personal Services	707,400	804,600	864,700	60,100
In-State Travel	700	2,100	1,300	(800)
Out of State Travel	5,500	7,900	4,900	(3,000)
Current Expense	30,000	146,200	85,100	(61,100)
DP Current Expense	113,600	109,200	46,500	(62,700)
Other Charges/Pass Thru	77,600	73,500		(73,500)
Total	\$934,800	\$1,143,500	\$1,002,500	(\$141,000)
FTE/Other				
Total FTE	10	10	11	1

Purpose

This section houses the LAN (Local Area Network) team for the Governor’s Office. The duties of this section revolve around all aspects of computer use and related communications technologies. This section also houses the Chief Information Officer for the State and his staff.

3.4 Planning and Budget

Recommendation The Analyst recommends \$788,700 for Planning and Budget Analysis.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	760,400	793,100	788,700	(4,400)
General Fund, One-time		(24,200)		24,200
Transfers		5,300		(5,300)
Beginning Nonlapsing		32,300		(32,300)
Closing Nonlapsing	(11,700)			
Total	<u>\$748,700</u>	<u>\$806,500</u>	<u>\$788,700</u>	<u>(\$17,800)</u>
Expenditures				
Personal Services	699,800	750,200	749,700	(500)
In-State Travel	1,100	800	1,300	500
Out of State Travel	5,400	5,300	6,400	1,100
Current Expense	37,800	45,600	25,700	(19,900)
DP Current Expense	4,600	4,600	5,600	1,000
Total	<u>\$748,700</u>	<u>\$806,500</u>	<u>\$788,700</u>	<u>(\$17,800)</u>
FTE/Other				
Total FTE	11	11	11	

Purpose The Planning and Budget Analysis Program is responsible for development and presentation of the Governor’s budget recommendations. Analysts in this section compare each budget against priorities set by the Governor in an attempt to address both State and local concerns. Budget analysts also participate in agency hearings during the appropriations process, trace agency sponsored legislation, and review each appropriations bill prior to the Governor signing.

3.5 Demographic and Economic Analysis

Recommendation The Analyst recommends \$827,700 for Demographic and Economic Analysis.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	586,500	675,000	669,900	(5,100)
General Fund, One-time		(5,700)		5,700
Federal Funds	23,700	50,000		(50,000)
Dedicated Credits Revenue	172,500	22,500	143,000	120,500
Transfers	207,000	800		(800)
Transfers - Department of Community and E		17,600		(17,600)
Transfers - Natural Resources		2,600		(2,600)
Transfers - Other Agencies		2,600	300	(2,300)
Transfers - Transportation		105,000		(105,000)
Transfers - Trust Lands Administration			14,500	14,500
Transfers - Utah State Tax Commission		4,900		(4,900)
Transfers - Workforce Services		4,400		(4,400)
Beginning Nonlapsing	64,900	192,100		(192,100)
Closing Nonlapsing	(226,700)			
Total	<u>\$827,900</u>	<u>\$1,071,800</u>	<u>\$827,700</u>	<u>(\$244,100)</u>
Expenditures				
Personal Services	455,900	498,200	657,800	159,600
In-State Travel	400	2,000	100	(1,900)
Out of State Travel	4,900	10,200	6,800	(3,400)
Current Expense	320,500	550,800	159,800	(391,000)
DP Current Expense	46,200	10,600	3,200	(7,400)
Total	<u>\$827,900</u>	<u>\$1,071,800</u>	<u>\$827,700</u>	<u>(\$244,100)</u>
FTE/Other				
Total FTE	8	8	9	1

Purpose The Demographic and Economic section of OPB has several responsibilities, including baseline population and employment projections, socio economic impact projections, census data retention and dissemination, fiscal impact analysis, revenue projections, and other special projects as assigned. The section focuses efforts on providing concerned entities with an economic perspective of issues facing the State.

3.6 Resource Planning and Legal

Recommendation The Analyst recommends \$124,800 for the Resource, Planning and Legal Section.

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	314,600	290,700	164,300	(126,400)
General Fund, One-time		(2,400)		2,400
Federal Funds	206,200	185,000	(50,000)	(235,000)
Transfers	23,200	800		(800)
Transfers - Trust Lands Administrat			10,500	10,500
Beginning Nonlapsing	34,300			
Closing Nonlapsing	(100)			
Total	<u>\$578,200</u>	<u>\$474,100</u>	<u>\$124,800</u>	<u>(\$349,300)</u>
Expenditures				
Personal Services	343,700	290,400	162,600	(127,800)
In-State Travel	1,800	1,500	(1,500)	(3,000)
Out of State Travel	6,400	6,300	2,400	(3,900)
Current Expense	224,100	173,300	(41,700)	(215,000)
DP Current Expense	2,200	2,600	3,000	400
Total	<u>\$578,200</u>	<u>\$474,100</u>	<u>\$124,800</u>	<u>(\$349,300)</u>
FTE/Other				
Total FTE	3	3	2	(1)

Purpose

The resource planning and legal review personnel coordinate review and comment on federal and state sponsored development activities in the state, and federally funded programs within the state. Such programs and proposals are evaluated for conflicts with legislative intent and policy, consistency among programs, impact to the economic or physical resources of the state and duplication of effort. Under this section there is also the State Resource Development Coordinating Committee (RDCC) which reviews proposals and policies as indicated, personnel which assist state agencies with review of proposed state rules, and personnel which assist with wetlands development coordination and issues.

The Analyst also recommends a transfer of ongoing funds of \$124,600 in General Funds and \$150,000 Federal Funds, for FY 2003 to the Department of Natural Resources (DNR). This will complete the transfer of 3 FTEs from the Resource Planning and Legal Review division to DNR. The budget recommendation reflects this transfer. Upon Legislative approval, this action will be listed as part of the Appropriations Act for FY 2003.

3.7 State and Local Planning

Recommendation The Analyst recommends \$991,400 for State and Local Planning

	2001	2002	2003	Est/Analyst
	Actual	Estimated	Analyst	Difference
Financing				
General Fund	689,100	696,200	691,400	(4,800)
General Fund, One-time		94,400		(94,400)
Dedicated Credits Revenue	500			
Transfers	384,400	800		(800)
Transfers - Department of Commu		418,400	300,000	(118,400)
Transfers - Other Funds		39,600		(39,600)
Beginning Nonlapsing	234,300	505,700		(505,700)
Closing Nonlapsing	(505,700)			
Total	<u>\$802,600</u>	<u>\$1,755,100</u>	<u>\$991,400</u>	<u>(\$763,700)</u>
Expenditures				
Personal Services	193,000	250,800	228,500	(22,300)
In-State Travel	5,100	5,000	12,100	7,100
Out of State Travel	1,700	1,200	6,600	5,400
Current Expense	601,100	259,000	742,900	483,900
DP Current Expense	1,700	1,700	1,300	(400)
Other Charges/Pass Thru		1,237,400		(1,237,400)
Total	<u>\$802,600</u>	<u>\$1,755,100</u>	<u>\$991,400</u>	<u>(\$763,700)</u>
FTE/Other				
Total FTE	5	5	4	(1)

Purpose

The Planning section of GOPB provides leadership in strategic and comprehensive planning, serves as a resource for state agencies and local governments, provides quality technical assistance, and facilitates intergovernmental coordination in the area of planning. This section fulfills the statutory obligations of GOPB to staff the Utah Advisory Commission on Intergovernmental Relations, the Legislative Compensation Commission and the Utah Quality Growth Commission. The Quality Growth Commission administers local government planning grants and the LeRay McAllister Critical Land Conservation Fund. They also make recommendations to the Legislature regarding growth issues and implementing quality growth principles.

4.0 Additional Information: Office of Planning and Budget

4.1 Funding History

	1999	2000	2001	2002	2003
Financing	Actual	Actual	Actual	Estimated	Analyst
General Fund	3,169,800	3,593,000	11,315,000	3,957,000	3,707,500
General Fund, One-time				(228,900)	
Federal Funds	335,700	726,300	229,900	235,000	(50,000)
Dedicated Credits Revenue	221,800	177,300	299,400	21,400	144,000
Olympic Special Revenue	176,100	211,700	322,700	352,100	353,500
Transfers			806,600	12,400	700
Transfers - Administrative Services				11,000	11,000
Transfers - Commerce				2,000	2,000
Transfers - CCJJ	210,300	165,500		10,000	10,000
Transfers - Comp Emergency Mgt	99,500	21,900	12,400		
Transfers - Corrections				9,000	9,000
Transfers - DCED	438,400	313,900		438,000	302,000
Transfers - Environmental Quality				2,000	2,000
Transfers - Health				14,000	14,000
Transfers - Human Resource Mgt				1,000	1,000
Transfers - Human Services				28,000	28,000
Transfers - Insurance				2,000	2,000
Transfers - Natural Resources				6,600	4,000
Transfers - Other Agencies				2,600	300
Transfers - Other Funds				39,600	
Transfers - Public Safety				10,000	10,000
Transfers - Transportation				117,000	12,000
Transfers - Trust Lands Admin.	150,400	73,000			25,000
Transfers - Utah State Tax Commission				21,900	17,000
Transfers - Workforce Services				42,400	38,000
Beginning Nonlapsing	269,000	322,600	533,400	7,789,100	
Closing Nonlapsing	(322,600)	(533,400)	(7,789,100)		
Total	\$4,748,400	\$5,071,800	\$5,730,300	\$12,895,200	\$4,643,000
Programs					
Science and Technology	280,000	192,600	202,700	(1,100)	
Administration	715,500	719,600	1,635,400	7,645,300	907,900
Planning and Budget Analysis	738,600	728,500	748,700	806,500	788,700
Demographic and Economic Analysis	784,500	1,079,800	827,900	1,071,800	827,700
Resource Planning and Legal Review	514,500	572,100	578,200	474,100	124,800
Information Technology	887,700	913,400	934,800	1,143,500	1,002,500
State and Local Planning	827,600	865,800	802,600	1,755,100	991,400
Total	\$4,748,400	\$5,071,800	\$5,730,300	\$12,895,200	\$4,643,000
Expenditures					
Personal Services	3,024,300	3,079,100	3,249,600	3,152,400	3,472,900
In-State Travel	20,100	20,900	13,200	19,700	21,300
Out of State Travel	44,900	51,700	38,800	38,000	39,200
Current Expense	1,541,300	1,727,300	1,397,800	4,165,200	1,038,700
DP Current Expense	93,300	196,800	181,500	183,800	70,900
Capital Outlay	24,500				
Other Charges/Pass Thru		(4,000)	849,400	5,336,100	
Total	\$4,748,400	\$5,071,800	\$5,730,300	\$12,895,200	\$4,643,000
FTE/Other					
Total FTE	52	51	47	46	47
Vehicles			2	2	2