

### Program Budget Comparison

The following table summarizes the total Legislative budget by year, type of expenditure, and source of funding.

Program Budget Comparison								
Budget Item	Base Fiscal 2014	Approp. Fiscal 2015	Legislative Budget 2016	Legislative Budget 2017	Biennium Fiscal 14-15	Biennium Fiscal 16-17	Biennium Change	Biennium % Change
FTE	59.00	59.00	57.00	57.00	59.00	57.00	(2.00)	(3.39)%
Personal Services	3,547,129	4,137,348	4,518,918	4,517,595	7,684,477	9,036,513	1,352,036	17.59 %
Operating Expenses	1,476,665	1,451,139	1,871,263	1,805,674	2,927,804	3,676,937	749,133	25.59 %
Equipment & Intangible Assets	62,554	31,042	62,552	62,553	93,596	125,105	31,509	33.66 %
<b>Total Costs</b>	<b>\$5,086,348</b>	<b>\$5,619,529</b>	<b>\$6,452,733</b>	<b>\$6,385,822</b>	<b>\$10,705,877</b>	<b>\$12,838,555</b>	<b>\$2,132,678</b>	<b>19.92 %</b>
General Fund	3,137,985	3,538,746	4,174,013	4,106,524	6,676,731	8,280,537	1,603,806	24.02 %
State/Other Special Rev. Funds	1,678,733	1,802,762	1,985,522	1,989,676	3,481,495	3,975,198	493,703	14.18 %
Federal Spec. Rev. Funds	269,630	278,021	293,198	289,622	547,651	582,820	35,169	6.42 %
Capital Projects Funds	0	0	0	0	0	0	0	0.00 %
<b>Total Funds</b>	<b>\$5,086,348</b>	<b>\$5,619,529</b>	<b>\$6,452,733</b>	<b>\$6,385,822</b>	<b>\$10,705,877</b>	<b>\$12,838,555</b>	<b>\$2,132,678</b>	<b>19.92 %</b>

### Program Description

Centralized Services Division is comprised of the Director's Office, Legal Services Office, Financial Services Office, Office of Information Technology, and the Human Resources Office. The director is responsible for the administration of all the functions vested by law in the department and for establishing policy to be followed by the department. In addition, the work units in the Centralized Services Division provide legal, personnel, financial, budgetary, procurement and contracting, information technology, and communications services to the director and the divisions within the agency.

### Program Highlights

<b>Centralized Services Division Major Budget Highlights</b>
<ul style="list-style-type: none"> <li>• Increases in this program's 2017 biennial budget compared to the previous biennial budget are primarily due to:               <ul style="list-style-type: none"> <li>◦ Increases in personal services due to present law adjustments.</li> <li>◦ Global operating adjustments that were adopted by the Legislature.</li> </ul> </li> </ul>

### Funding

The following table shows program funding by source from all sources of authority.

Natural Resources and Conservation, 21-Centralized Services Funding by Source of Authority					
Funds	HB2	Non-Budgeted Proprietary	Statutory Appropriation	Total All Sources	% Total All Funds
01100 General Fund	8,280,537	0	0	8,280,537	64.50 %
02039 Forestry-Fire Protection Taxes	457,425	0	0	457,425	11.51 %
02052 Rangeland Improvement Loans	40,066	0	0	40,066	1.01 %
02073 Forestry - Slash Disposal	13,793	0	0	13,793	0.35 %
02145 Broadwater O & M	51,108	0	0	51,108	1.29 %
02152 Wtr Pol. Ctrl Revolv Loan Acct	0	0	0	0	0.00 %
02223 Wastewater SRF Special Admin	30,105	0	0	30,105	0.76 %
02340 Coal Sev. Tax Shared SSR	22,980	0	0	22,980	0.58 %
02430 Water Right Appropriation	196,862	0	0	196,862	4.95 %
02431 Water Adjudication	690,685	0	0	690,685	17.37 %
02432 Oil & Gas ERA	249,313	0	0	249,313	6.27 %
02491 Drinking Water Spec Admin Cost	30,105	0	0	30,105	0.76 %
02576 Natural Resources Operations SSR Fu	90,242	0	0	90,242	2.27 %
02825 Water Well Contractors	14,822	0	0	14,822	0.37 %
02938 TLMD - Administration	2,087,692	0	0	2,087,692	52.52 %
<b>State Special Total</b>	<b>\$3,975,198</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,975,198</b>	<b>30.96 %</b>
03255 CSD Federal Indirect	582,820	0	0	582,820	100.00 %
<b>Federal Special Total</b>	<b>\$582,820</b>	<b>\$0</b>	<b>\$0</b>	<b>\$582,820</b>	<b>4.54 %</b>
<b>Proprietary Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>0.00 %</b>
<b>Total All Funds</b>	<b>\$12,838,555</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,838,555</b>	

Nearly two-thirds of Centralized Services is funded by the general fund, while just under one-third is funded by state special revenue. The state special revenue funds are allocated to cover the costs of services provided to other programs in the department. The remaining federal revenue is a portion of the federal funds provided for overhead costs.

**Budget Summary by Category**

The following summarizes the total budget utilizing the FY 2015 legislative base, present law adjustments, and new proposals.

Budget Item	-----General Fund-----				-----Total Funds-----			
	Leg. Budget Fiscal 2016	Leg. Budget Fiscal 2017	Leg. Biennium Fiscal 16-17	Percent of Budget	Leg. Budget Fiscal 2016	Leg. Budget Fiscal 2017	Leg. Biennium Fiscal 16-17	Percent of Budget
2015 Budget	3,534,869	3,534,869	7,069,738	85.38 %	5,538,024	5,538,024	11,076,048	86.27 %
PL Adjustments	639,144	571,655	1,210,799	14.62 %	914,709	847,798	1,762,507	13.73 %
New Proposals	0	0	0	0.00 %	0	0	0	0.00 %
<b>Total Budget</b>	<b>\$4,174,013</b>	<b>\$4,106,524</b>	<b>\$8,280,537</b>		<b>\$6,452,733</b>	<b>\$6,385,822</b>	<b>\$12,838,555</b>	

**Present Law Adjustments**

The "Present Law Adjustments" table shows the adopted changes from the FY 2015 legislative appropriation. Each is discussed in the narrative that follows.

	-----Fiscal 2016-----					-----Fiscal 2017-----				
	FTE	General Fund	State Special	Federal Special	Total Funds	FTE	General Fund	State Special	Federal Special	Total Funds
DP 510 - Legislative Audit - HB 2 2014 Fixed Costs (Restricted/Bien)	0.00	122,264	0	0	122,264	0.00	0	0	0	0
DP 515 - State Share Health Insurance	0.00	17,580	9,169	953	27,702	0.00	17,540	9,145	1,017	27,702
DP 520 - Fully Fund 2015 Legislatively Authorized FTE	0.00	45,932	23,277	10,501	79,710	0.00	45,932	23,277	10,501	79,710
DP 525 - Fixed Cost Adjustments	0.00	12,257	6,390	711	19,358	0.00	18,109	9,442	1,050	28,601
DP 527 - Inflation/Deflation Adjustments	0.00	(8,886)	(4,441)	(261)	(13,588)	0.00	(6,790)	(3,421)	(342)	(10,553)
DP 529 - Longevity and Other Adjustments	0.00	227,791	118,979	13,197	359,967	0.00	219,770	114,789	12,733	347,292
DP 531 - SITSD Rate Adjustment	0.00	52,183	7,522	247	59,952	0.00	158,463	22,841	751	182,055
DP 532 - General Liability Insurance Rate Adjustment	0.00	(632)	(91)	0	(723)	0.00	(632)	(91)	0	(723)
DP 550 - Motor Pool Rate Adjustment	0.00	(136)	(71)	(8)	(215)	0.00	(138)	(72)	(8)	(218)
DP 570 - Additional Operating Adjustments	0.00	132,720	84,393	(13,432)	203,681	0.00	125,299	91,973	(13,593)	203,679
DP 580 - Additional Personal Services Adjustments	0.00	(12,768)	(7,233)	(1,098)	(21,099)	0.00	(5,898)	(3,341)	(508)	(9,747)
DP 2100444 - Statewide 4% FTE Reduction-Program 21	(2.00)	0	0	0	0	(2.00)	0	0	0	0
DP 2102110 - CSD Operating Adjustments	0.00	50,839	22,494	4,367	77,700	0.00	0	0	0	0
<b>Grand Total All Present Law Adjustments</b>	<b>(2.00)</b>	<b>\$639,144</b>	<b>\$260,388</b>	<b>\$15,177</b>	<b>\$914,709</b>	<b>(2.00)</b>	<b>\$571,655</b>	<b>\$264,542</b>	<b>\$11,601</b>	<b>\$847,798</b>

\*\*\*Total Funds" amount includes funding from sources other than General Fund, State Special, or Federal Special (i.e. Proprietary).

DP 510 - Legislative Audit - HB 2 2014 Fixed Costs (Restricted/Bien) -

The legislature provided a restricted biennial appropriation for legislative audit. The funding is established at the level of the 2015 biennial appropriation contained in HB 2 as enacted by the 2013 Legislature.

DP 515 - State Share Health Insurance -

The legislature provided appropriation authority for the state share of health insurance, as adopted by the 2013 Legislature.

DP 520 - Fully Fund 2015 Legislatively Authorized FTE -

The legislature provided appropriation authority to restore personal services funding to create a vacancy savings rate of zero.

DP 525 - Fixed Cost Adjustments -

The legislature adopted proprietary rates for fixed costs charged to state agencies for services such as information technology or rent and grounds maintenance within the capitol complex. Rates for messenger services, legislative audit, grounds maintenance, records management, agency legal costs, and the statewide cost allocation plan were adopted as proposed by the executive. The legislature lowered proprietary rates for warrant writer, payroll services, SABHRS, SITSD fees, and rent. The legislature increased insurance premiums to provide for increased costs of claims and to establish a reserve for the insurance fund.

DP 527 - Inflation/Deflation Adjustments -

The legislature adopted inflation/deflation adjustments.

DP 529 - Longevity and Other Adjustments -

The legislature adopted personal services adjustments for longevity, retirement, unemployment insurance, and workers compensation.

DP 531 - SITSD Rate Adjustment -

The legislature approved an increase for fixed cost rates included in state agency budgets for information technology services provided by the State Information Technology Services Division (SITSD).

DP 532 - General Liability Insurance Rate Adjustment -

The legislature reduced the rate assessed to state agencies for general liability insurance provided by the Risk Management and Tort Defense Division.

DP 550 - Motor Pool Rate Adjustment -

The legislature adopted a reduction to the motor pool rates.

DP 570 - Additional Operating Adjustments -

The legislature adopted all other operating cost adjustments.

DP 580 - Additional Personal Services Adjustments -

The legislature adopted all other personal service cost adjustments, except the annualization of the 2015 biennium pay plan.

DP 2100444 - Statewide 4% FTE Reduction-Program 21 -

The 2015 biennium budget included a 4% vacancy savings reduction. Language included in the boilerplate of HB 2 passed by the 2013 Legislature, indicated legislative intent that the 4% vacancy savings be made permanent as an FTE reduction for the 2017 biennium. Change package 2100444 includes a reduction of 2.00 FTE each year.

DP 2102110 - CSD Operating Adjustments -

The legislature adopted all operating adjustments except those adjustments associated with rent.