

Program Biennium Comparison

The following table compares the 2021 biennium appropriated budget and the 2023 biennium budget request by type of expenditure and source of funding.

Program Biennium Comparison				
Budget Item	Appropriated Budget 20-21	Requested Budget 22-23	Biennium Change	Biennium % Change
Personal Services	19,933,439	20,159,469	226,030	1.13 %
Operating Expenses	16,535,358	19,774,604	3,239,246	19.59 %
Equipment & Intangible Assets	55,276	55,276	0	0.00 %
Capital Outlay	26,000	0	(26,000)	(100.00)%
Benefits & Claims	2,000	0	(2,000)	(100.00)%
Transfers	567,725	496,958	(70,767)	(12.47)%
Debt Service	29,042	29,042	0	0.00 %
Total Expenditures	\$37,148,840	\$40,515,349	\$3,366,509	9.06 %
State/Other Special Rev. Funds	36,646,366	39,913,921	3,267,555	8.92 %
Federal Spec. Rev. Funds	502,474	601,428	98,954	19.69 %
Total Funds	\$37,148,840	\$40,515,349	\$3,366,509	9.06 %
Total Ongoing	\$36,148,840	\$40,515,349	\$4,366,509	12.08 %
Total OTO	\$1,000,000	\$0	(\$1,000,000)	(100.00)%

Program Biennium Comparison -

The biennium comparison table shows an increase in total expenditures of 9.1% or \$3.4 million, ongoing expenditures increase by 12.1% or \$4.4 million.

Program Description

The administration division manages the administrative branch of the department. This branch is responsible for providing consistent, quality direction to the division and regions throughout the agency. The division is centralized to provide services including accounting, fiscal management and budget preparation, procurement and property management, managing federal aid, maintaining internal control procedures, selling hunting, fishing and other recreational licenses and maintaining biological and GIS applications.

Program Highlights

Administration Major Budget Highlights
<p>The executive proposes an increase in total appropriation of 9.1% or \$3.4 million. Ongoing expenditures increase by 12.1% or \$4.4 million. Major changes include:</p> <ul style="list-style-type: none"> • Statewide present law adjustments: \$591,400 • Funding for 1.00 modified FTE for conservation easements: \$163,900 • Renew public lands access program OTO appropriation from previous biennium as ongoing: \$1.0 million • Fleet rate adjustment: \$1.7 million • Marketing and regional operations increases: \$916,100

Program Actuals and Budget Comparison

The following table compares FY 2020 actual expenditures to the 2021 biennium appropriated budget and the 2023 biennium budget request by type of expenditure and source of funding.

Program Actuals and Budget Comparison					
Budget Item	Actuals Fiscal 2020	Approp. Fiscal 2020	Approp. Fiscal 2021	Request Fiscal 2022	Request Fiscal 2023
FTE	0.00	120.02	120.02	120.02	120.02
Personal Services	9,855,976	9,874,805	10,058,634	10,064,745	10,094,724
Operating Expenses	7,576,580	8,289,094	8,246,264	9,942,990	9,831,614
Equipment & Intangible Assets	6,967	27,638	27,638	27,638	27,638
Capital Outlay	26,062	26,000	0	0	0
Benefits & Claims	1,000	2,000	0	0	0
Transfers	169,737	319,246	248,479	248,479	248,479
Debt Service	14,521	14,521	14,521	14,521	14,521
Total Expenditures	\$17,650,843	\$18,553,304	\$18,595,536	\$20,298,373	\$20,216,976
State/Other Special Rev. Funds	17,263,506	18,148,194	18,498,172	19,998,309	19,915,612
Federal Spec. Rev. Funds	387,337	405,110	97,364	300,064	301,364
Total Funds	\$17,650,843	\$18,553,304	\$18,595,536	\$20,298,373	\$20,216,976
Total Ongoing	\$17,629,696	\$18,053,304	\$18,095,536	\$20,298,373	\$20,216,976
Total OTO	\$21,147	\$500,000	\$500,000	\$0	\$0

Program Discussion -

FY 2020 Appropriations Compared to FY 2020 Actual Expenditures

The administration division expended 95.1% of the \$18.6 million HB 2 appropriation in FY 2020. The unexpended appropriations totaling \$902,500, almost entirely state special revenue, include:

- Unexpended budget for operating expenditures totaling \$712,500 million as follows:
 - State special revenues totaling \$478,900 million budgeted to administer Private Access Land Agreements (PALA). These budgeted funds were appropriated as OTO and Biennial and will be available to the agency in FY 2021
 - Other unexpended operating expenditures total \$233,600 in base funding and audit fees
- Unexpended authority for transfers, equipment and benefits and claims total \$171,100
- Personal services were 99.8% expended, \$18,800 unexpended

FY 2020 Appropriations Compared to FY 2021 Appropriations

The FY 2021 appropriations increase less than 0.5% when compared to FY 2020 appropriations.

Personal Services

Personal services appropriation in FY 2021 totaled \$10.1 million or 54.1% of total appropriations. The FY 2021 appropriation funded 120.02 FTE. The executive proposes SWPL adjustments that increases personal services by \$6,111 in FY 2022 and \$36,090 in FY 2023, there is no increase in FTE. The SWPL adjustments for this program are funded with revenue generated from the sale of hunting and fishing licenses. All employees received statutory adjustments, and 32 positions had adjustments for longevity. Adjustments are partially offset by employee turnover and retirements.

Executive Request

The executive proposes to increase the administration division budget by 9.1% or \$3.4 million for the 2023 biennium. Total appropriations for the biennium of \$40.5 million are funded 98.5% or \$40.0 million from state special revenue sources primarily the general license account, 1.5% or \$601,400 from federal sources. In

addition to statewide present law adjustments the executive proposes increased funding for operations which includes funding of modified FTE. Other proposals include renewing OTO appropriations for SB 341 Public Access Land Act as ongoing, and an adjustment for increases in fleet rates.

Funding

The following table shows proposed program funding by source of authority.

Department of Fish, Wildlife, and Parks, 09-Administration						
Funding by Source of Authority						
Funds	HB2 Ongoing	HB2 OTO	Non-Budgeted Proprietary	Statutory Appropriation	Total All Sources	% Total All Funds
General Fund	0	0	0	0	0	0.00 %
02061 Nongame Wildlife Account	0	0	0	0	0	0.00 %
02084 Fish WL Forest Management	0	0	0	0	0	0.00 %
02085 Waterfowl Stamp Spec. Rev.	0	0	0	0	0	0.00 %
02086 Mountain Sheep Account	64,000	0	0	0	64,000	0.15 %
02112 Moose Auction	4,666	0	0	0	4,666	0.01 %
02113 Upland Game Bird Habitat	0	0	0	0	0	0.00 %
02114 Wildlife Habitat	0	0	0	0	0	0.00 %
02115 Off-Highway Decal	0	0	0	0	0	0.00 %
02148 Paddlefish Roe Account	0	0	0	0	0	0.00 %
02149 River Restoration Account	0	0	0	0	0	0.00 %
02171 Smith R. Corridor Enhancement	0	0	0	0	0	0.00 %
02176 Mountain Goat Auction	3,000	0	0	0	3,000	0.01 %
02213 Off Highway Vehicle Gas Tax	0	0	0	0	0	0.00 %
02239 Off Hwy Vehicle Acct (Parks)	0	0	0	0	0	0.00 %
02273 Motorboat Fees	0	0	0	0	0	0.00 %
02274 FWP Accommodations Tax	0	0	0	0	0	0.00 %
02328 Parks OHV Fuel Safety/Educ	0	0	0	0	0	0.00 %
02329 Snowmobile Fuel Tax-Enforcemnt	0	0	0	0	0	0.00 %
02330 Parks Snomo Fuel Tax Sfty/Educ	0	0	0	0	0	0.00 %
02331 Motorboat Certification-Parks	0	0	0	0	0	0.00 %
02332 Snowmobile Registration-Parks	0	0	0	0	0	0.00 %
02333 Fishing Access Site Maint	0	0	0	0	0	0.00 %
02334 Hunting Access	0	0	0	0	0	0.00 %
02407 Snowmobile Fuel Tax	0	0	0	0	0	0.00 %
02408 Coal Tax Trust Account	10,000	0	0	0	10,000	0.02 %
02409 General License	38,768,847	0	0	1,114,600	39,883,447	96.38 %
02411 State Parks Miscellaneous	610,000	0	0	124,702	734,702	1.78 %
02412 Motorboat Fuel Tax	0	0	0	0	0	0.00 %
02413 F & G Motorboat Cert Id	0	0	0	0	0	0.00 %
02414 Snowmobile Reg	0	0	0	0	0	0.00 %
02415 Fishing Access Site Acq.	0	0	0	0	0	0.00 %
02423 Wolf Collaring	0	0	0	0	0	0.00 %
02424 Wolf Depredation	0	0	0	0	0	0.00 %
02459 Hunting Access Acquisitions	0	0	0	0	0	0.00 %
02469 Habitat Trust Interest	73,774	0	0	226,298	300,072	0.73 %
02547 Search & Rescue	200,000	0	0	0	200,000	0.48 %
02558 FAS - Vehicle Registration	0	0	0	0	0	0.00 %
02559 Mule Deer Auction	2,800	0	0	0	2,800	0.01 %
02560 Elk Auction	6,666	0	0	0	6,666	0.02 %
02600 Hunters Against Hunger	160,000	0	0	0	160,000	0.39 %
02687 Upland Game Bird Planting	0	0	0	0	0	0.00 %
02055 Snowmobile Trail Pass	0	0	0	0	0	0.00 %
02059 OHV Education	0	0	0	0	0	0.00 %
02543 Search and Rescue - General	10,168	0	0	0	10,168	0.02 %
02284 Aquatic Invasive Species	0	0	0	0	0	0.00 %
State Special Total	\$39,913,921	\$0	\$0	\$1,465,600	\$41,379,521	83.01 %
03097 Fish(WB)-Wildlf(Pr) Restor Grnt	601,428	0	0	625,400	1,226,828	100.00 %
Federal Special Total	\$601,428	\$0	\$0	\$625,400	\$1,226,828	2.46 %
06501 Duplicating Center	0	0	60,708	0	60,708	0.84 %
06502 Equipment Enterprise Fund	0	0	6,914,808	0	6,914,808	95.46 %
06503 F & G Warehouse Inventory	0	0	268,446	0	268,446	3.71 %
06540 DFWP Aircraft	0	0	0	0	0	0.00 %
Proprietary Total	\$0	\$0	\$7,243,962	\$0	\$7,243,962	14.53 %
Total All Funds	\$40,515,349	\$0	\$7,243,962	\$2,091,000	\$49,850,311	

The program is funded primarily with state special revenue from the sale of hunting and fishing licenses. Proprietary revenue includes charges for the vehicle fleet, and warehouse fees. Statutory expenditures are for Payment in Lieu of Taxes (PILT). PILT are payments to local governments to help offset losses in property taxes due to the existence of state or federal lands not subject to property taxes.

Program Budget Summary by Category

The following table summarizes the total budget by base, present law adjustments, and new proposals. For a description of these categories, please see the [glossary](#).

Budget Item	-----General Fund-----				-----Total Funds-----			
	Budget Fiscal 2022	Budget Fiscal 2023	Biennium Fiscal 22-23	Percent of Budget	Budget Fiscal 2022	Budget Fiscal 2023	Biennium Fiscal 22-23	Percent of Budget
2021 Base Budget	0	0	0	0.00 %	18,095,536	18,095,536	36,191,072	89.33 %
SWPL Adjustments	0	0	0	0.00 %	339,388	251,991	591,379	1.46 %
PL Adjustments	0	0	0	0.00 %	1,588,191	1,594,191	3,182,382	7.85 %
New Proposals	0	0	0	0.00 %	275,258	275,258	550,516	1.36 %
Total Budget	\$0	\$0	\$0		\$20,298,373	\$20,216,976	\$40,515,349	

Present Law Adjustments

The "Present Law" Adjustments table shows the changes from the base appropriation to the proposed budget. "Statewide Present Law" adjustments (DP 1, DP 2, DP 3) are standard categories of adjustments made to all agencies. Decisions on these items were applied globally to all agencies.

	-----Fiscal 2022-----					-----Fiscal 2023-----				
	FTE	General Fund	State Special	Federal Special	Total Funds	FTE	General Fund	State Special	Federal Special	Total Funds
DP 1 - Personal Services	0.00	0	6,111	0	6,111	0.00	0	36,090	0	36,090
DP 2 - Fixed Costs	0.00	0	336,586	0	336,586	0.00	0	217,976	0	217,976
DP 3 - Inflation Deflation	0.00	0	(3,309)	0	(3,309)	0.00	0	(2,075)	0	(2,075)
DP 912 - Regional Operations Increase	0.00	0	162,225	0	162,225	0.00	0	162,225	0	162,225
DP 914 - Lands Operations Increase	0.00	0	81,966	0	81,966	0.00	0	81,966	0	81,966
DP 920 - Public Access Land Agree REST/BIEN	0.00	0	500,000	0	500,000	0.00	0	500,000	0	500,000
DP 924 - Fleet Rate Adjustment	0.00	0	641,300	202,700	844,000	0.00	0	646,000	204,000	850,000
Grand Total All Present Law Adjustments	0.00	\$0	\$1,724,879	\$202,700	\$1,927,579	0.00	\$0	\$1,642,182	\$204,000	\$1,846,182

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

DP 1 - Personal Services -

The executive requests adjustments to the present law personal services budget. This request has been broken into the following categories, and further detail is shown in the agency summary:

- Formula based
- Personal services management decisions
- Modifications made to the personal services budget in the 2021 biennium

DP 2 - Fixed Costs -

The executive requests adjustments to provide the funding required in the proposed budget to pay increases in fixed costs assessed by other agencies within state government for the services they provide. Examples include the following: warrant writer, motor pool, etc. The rates charged for these services are approved in the section of the budget that provides the services.

DP 3 - Inflation Deflation -

The executive requests adjustments to reflect budgetary changes generated from the application of inflation and deflation factors to specific expenditure accounts. Affected accounts include food, postage, gasoline, and others.

DP 912 - Regional Operations Increase -

The executive proposes an increase from the general license account for operating expenses.

DP 914 - Lands Operations Increase -

The executive proposes an increase in operating expenses to fund 1.00 modified FTE to support conservation easement compliance.

DP 920 - Public Access Land Agree REST/BIEN -

The executive proposes an appropriation from the general license account to support the Public Lands Access program.

LFD COMMENT SB 341 – Establish public access land act

The 2019 Legislature passed SB 341 allowing up to \$1.0 million of state special revenue to be used for public access land agreements. The bill stipulates annual payments to landowners may not exceed \$15,000. The 2019 Legislature appropriated \$1.0 million to FWP as one-time-only funding for SB 341. As proposed by the executive, this decision package would make this funding part of the base beyond the 2023 biennium, and unexpended portions could be used for other purposes. In FY 2020 the agency expended \$21,000 of the \$1.0 million appropriation.

The legislature may wish to consider renewing this funding as one-time-only.

DP 924 - Fleet Rate Adjustment -

The executive proposes an increase in appropriation from state and federal sources to support fleet rate adjustments proposed in proprietary rates.

New Proposals

The New Proposals table shows new changes to spending

	-----Fiscal 2022-----					-----Fiscal 2023-----				
	FTE	General Fund	State Special	Federal Special	Total Funds	FTE	General Fund	State Special	Federal Special	Total Funds
DP 99 - NRIS/GIS Fixed Costs	0.00	0	(20,542)	0	(20,542)	0.00	0	(20,542)	0	(20,542)
DP 907 - Marketing Program	0.00	0	295,800	0	295,800	0.00	0	295,800	0	295,800
Total	0.00	\$0	\$275,258	\$0	\$275,258	0.00	\$0	\$275,258	\$0	\$275,258

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

DP 99 - NRIS/GIS Fixed Costs -

The executive proposes a reduction in expenditure the Montana State Library Natural Resource Information System and

Geographic Information Service.

DP 907 - Marketing Program -

The executive proposes an increase in state special revenue appropriation to expand public communications and encourage public participation on critical issues. This proposal would support 1.0 modified FTE for a marketing position to coordinate and promote the agency’s initiatives and efforts statewide and increased operating costs for holding public events.

Other Issues -

06502 – Equipment Enterprise Fund

The equipment fund provides a fleet of vehicles to employees. The users are FWP employees, mostly enforcement wardens, fish and wildlife biologists, and park employees. Every month, programs are charged for the miles driven during the previous month.

Proprietary Proposed Budget

The Biennium Report on Internal Service and Enterprise Funds for fund 06502 shows the financial information for the fund from FY 2018 through FY 2023. The report is provided as submitted by the executive, LFD has edited and reconfigured the figure for clarity.

06502 - Equipment Enterprise Fund						
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Forecast</u>	<u>Budget</u>	<u>Budget</u>
Beginning Fund Balance	\$7,789,618	\$7,780,080	\$7,674,692	\$7,237,834	\$7,237,834	\$7,237,834
Revenue	3,069,684	3,438,355	2,938,741	3,383,623	4,342,066	4,349,891
Expenditures	(3,079,810)	(3,550,723)	(3,375,598)	(3,383,623)	(4,342,066)	(4,349,891)
Prior Period Adjustments	589	6,980	-	-	-	-
Ending Fund Balance	\$7,780,080	\$7,674,692	\$7,237,834	\$7,237,834	\$7,237,834	\$7,237,834

Revenue

The revenue source is the intra-departmental reimbursement of vehicle mileage charges. Revenues are used to account for the costs of providing a department-owned vehicle fleet.

Expenses

The expenses associated with the enterprise fund include administrative costs (personal services and operations), fuel and repair costs of the fleet, and replacement of fleet vehicles at approximately 120,000 miles.

Proprietary Rates

The rates approved by the legislature are the maximum the program may charge during the biennium, they are not the rates the program must charge. For the 2023 biennium the table below summarizes rates proposed by the executive.

FY 2022				
		Usage Rate		
Vehicle Class	Assigned Cost Rate per Hour	Tier 1 \$2.12/gal	Tier 2 \$2.62/gal	Tier3 \$3.12/gal
Sedan	\$0.63	\$0.14	\$0.16	\$0.17
Van	\$0.26	\$0.22	\$0.24	\$0.27
Utility	\$1.44	\$0.22	\$0.25	\$0.27
1/2 Ton Pickup	\$1.04	\$0.25	\$0.28	\$0.31
3/4 Ton Pickup	\$1.48	\$0.30	\$0.34	\$0.38

FY 2023				
		Usage Rate		
Vehicle Class	Assigned Cost Rate per Hour	Tier 1 \$2.12/gal	Tier 2 \$2.62/gal	Tier3 \$3.12/gal
Sedan	\$0.63	\$0.14	\$0.16	\$0.17
Van	\$0.26	\$0.22	\$0.24	\$0.27
Utility	\$1.44	\$0.22	\$0.25	\$0.27
1/2 Ton Pickup	\$1.04	\$0.25	\$0.28	\$0.32
3/4 Ton Pickup	\$1.48	\$0.30	\$0.34	\$0.38

06503 – F & G Warehouse Inventory

The warehouse inventory program provides uniforms and items related to the duties of FWP such as gill nets for the fisheries biologists. Overhead costs are recovered by charging a predetermined fixed percentage to all sales.

Proprietary Proposed Budget

The Biennium Report on Internal Service and Enterprise Funds for fund 06502 shows the financial information for the fund from FY 2018 through FY 2023. The report is provided as submitted by the executive, LFD has edited and reconfigured the figure for clarity.

06503 - F & G Warehouse Inventory						
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Forecast</u>	<u>Budget</u>	<u>Budget</u>
Beginning Fund Balance	\$113,734	\$102,897	\$101,556	\$56,849	\$58,555	\$58,555
Revenue	83,473	90,493	105,768	140,000	134,213	134,213
Expenditures	(94,271)	(91,700)	(150,475)	(138,294)	(134,213)	(134,213)
Prior Period Adjustments	(39)	(134)	-	-	-	-
Ending Fund Balance	\$102,897	\$101,556	\$56,849	\$58,555	\$58,555	\$58,555

Revenue

Revenues come from the sales of inventory items to employees.

Expenses

The expenses associated with the warehouse include personal services, miscellaneous office supplies and expenses for the warehouse worker, and inventory purchased to replenish existing stock.

Proprietary Rates

The rates approved by the legislature are the maximum the program may charge during the biennium, they are not the rates the program must charge. For the 2023 biennium the table below summarizes rates proposed by the executive.

- 35.0% added to the cost of the inventory items