

Vermont Legislative Joint Fiscal Office

1 Baldwin Street • Montpelier, VT 05633-5701 • (802) 828-2295 • Fax: (802) 828-2483

MEMORANDUM

To: Senate Appropriations Committee
From: Daniel Dickerson, Joint Fiscal Office
Date: March 17, 2015
Subject: FY2016 Legislative Branch Budget Requests

Cumulatively, the FY2016 legislative branch appropriation request is 3.7% (\$481,823) above the base FY2015 appropriation. To offset the increased appropriation, the Governor's recommended budget includes a \$264,999 reversion of anticipated legislative branch carry forward to the General Fund. After accounting for this reversion, the net legislative branch budget increase to 1.7%. Each request includes the annualized cost of the most recent pay act as well as the net increase in the cost of staff benefits, primarily health and dental care.

Legislature: \$7,161,826 (Governor's recommend)

Staff recommend: Governor's recommended appropriation. This request reflects the cost of supporting an eighteen-week legislative session. \$215,376 of anticipated carry forward funding is allocated to the FY16 branch-wide \$264,999 reversion. The net percentage increase from the FY15 base appropriation is 1.7%. Excluding pay act and the estimated reversion the budget decrease is 2.0%.

Legislative Council: \$4,100,826 (\$120,000 less than Governor's recommend)

Staff recommend: Legislative Council Committee recommended appropriation. Legislative Information Technology staff and committee staff are now included in the Legislative Council budget. \$30,000 of anticipated carry forward funding is allocated to the FY16 branch-wide \$264,999 reversion. The net percentage increase from the FY15 base appropriation is 5.4%. Excluding pay act and the estimated reversion, the increase is 2.5%. The difference between the Governor's recommended budget and the Legislative Council Committee budget reflects the removal of a \$120,000 IT project from the FY16 budget request by the L.C. Committee on March 12, 2015.

Sergeant at Arms: \$637,156 (Governor's recommend)

Staff recommend: Governor's recommended appropriation. This request reflects the cost of providing security and other services to support an eighteen-week legislative session. The Sergeant at Arms budget includes funding for police, doorkeepers, a tour guide and pages present in the State House. The FY16 funding increase is requested partially to account for underfunding in FY15. The net percentage increase from the FY15 base appropriation is 11.3%. Excluding the FY15 pay act the increase is 8.9%. The Sergeant at Arms office will incur non-budgeted expenses of approximately \$24,000, primarily in FY2015 but partially in FY2016, due to personnel changes.

Joint Fiscal Office: \$1,621,374 (Governor's recommend)

Staff recommend: Governor's recommended appropriation. The JFO budget is presented as both a line item and programmatic budget. \$19,623 of carry forward funding is allocated to the FY16 branch-wide \$264,999 reversion. The net percentage increase from the FY15 base appropriation is 6.0%. Excluding pay act and the estimated reversion, the increase is 2.4%.

FY2016 Legislative Budget

February 23, 2015

	FY14	FY15	FY16
	Actual	Projected	Request
	17 wks	18 wks	18 wks
	13 pos	13 pos	14 pos
SOURCES OF FUNDS			
General fund appropriation	6,879,980	7,044,517	7,161,826
Carry forward	837,302	562,989	
Carry forward reversion	(375,000)	(290,000)	
Pay Act	26,000	41,400	
Transfer to JFO for Health Care Analysis	(200,000)		
Transfer to LC for Law Clerk		(22,000)	
RBA Training		10,000	
Child Protection		20,000	
Internal Service Fund Reduction		(1,126)	
Spending Reduction		(45,000)	
Benefit savings	(30,735)		
TOTAL SOURCES	7,137,547	7,320,780	7,161,826
USES OF FUNDS			
Member session salaries	2,035,263	2,217,822	2,262,178
Special session salaries	0	0	0
Member interim meetings salaries	108,512	95,000	85,000
Member FICA	211,744	219,718	222,982
Leg staff salaries	684,490	698,355	726,658
Leg staff benefits (incl. UI, WC)	280,187	341,740	357,173
Contract services/consultants	27,535	45,000	45,000
Interns	25,700	27,000	27,000
Subtotal Personal Services	3,373,429	3,644,634	3,725,991
Equipment, repairs & maintenance	179,942	70,000	65,000
Fee for space charge	459,188	469,305	476,379
Organization dues	233,885	270,000	270,000
Communications	4,398	6,500	6,500
Advertising	0	5,000	5,000
Printing and binding	112,641	130,000	135,000
Copying	99,975	115,000	120,000
Postage and mailing	6,617	10,000	10,000
Other insurance	387	4,395	5,185
Registrations for meetings	12,892	16,000	16,000
Member session expenses (per diem)	1,898,822	1,984,929	2,014,628
Members conferences travel (out state)	42,880	32,000	45,000
Office supplies, books, other payments	67,966	82,368	83,500
Accounting (audit, Vision)	81,537	167,272	183,643
New member orientation	0	25,000	0
Subtotal Operating Expenses	3,201,129	3,387,769	3,435,835
TOTAL USES	6,574,559	7,032,403	7,161,826
BALANCE	562,989	288,376	(0)
One Time Uses			
State House Security Upgrades Allocation		40,000	
Sergeant at Arms Proposed Transfer		33,000	
Reversion in FY2016		215,376	
NET BALANCE		0	

FY2016 Sergeant at Arms Budget

February 23, 2015

	FY14	FY15	FY16
	Actual	Projected	Requested
	6 pos	6 pos	6 pos
SOURCES OF FUNDS			
General fund appropriation	584,585	572,547	637,156
Carry forward	25,148	13,426	
Reversion	(30,000)	(10,000)	
Pay Act	22,500	13,600	
Transfer from Legislature		33,000	
Health Care and Dental Increase			
Benefits savings	(11,983)		
Labor Savings Reduction			
Retirement savings			
Internal Service fund reductions		(437)	
Rescissions			
TOTAL SOURCES	590,250	622,136	637,156
USES OF FUNDS			
Personal Services			
Salaries	267,614	277,929	277,929
Overtime	5,303	6,000	6,000
Temporary employees (includes pages)	124,571	128,580	123,165
FICA/Medicare	31,151	31,557	21,261
Health insurance	44,613	57,444	79,409
Retirement	40,188	39,964	39,964
Dental	4,961	6,075	5,964
Life insurance	1,137	947	989
Disability	637	660	640
Employee assistance program	165	159	180
Other personal services	6,524	6,764	7,388
Sheriffs	1,225	2,000	2,500
Security reserve	0	0	0
Subtotal Personal Services	528,090	558,079	565,389
Operating Expenses			
Fee for space	6,622	6,571	6,859
Uniforms	3,794	4,000	5,000
Printing	0	0	0
Dues & other miscellaneous	280	700	700
Communications	9,945	14,000	14,000
Supplies	937	1,200	1,200
Insurances	597	1,282	1,048
Legislative page expenses	14,705	15,000	15,000
Training & travel	342	1,000	2,500
Furniture	0	800	1,000
Accounting (audit, Vision)	10,889	15,610	19,960
Security equipment	625	2,800	2,500
Security system maintenance		1,000	2,000
Subtotal Operating Expenses	48,735	63,963	71,767
Total Uses	576,825	622,042	637,156
NET BALANCE	13,425	94	(0)

* The Sergeant at Arms retains a \$20,000 emergency reserve in addition to base appropriations

* A one-time sum of \$40,000 has been retained in the FY15 Legislature budget for Statehouse security upgrades

FY2016 Joint Fiscal Office Program Budget

PROGRAMS

	FY14 Act.	FY15 Est.	FY16 Req.
Budget Drafting Support	373,248	377,536	334,962
Committee support	23%	24%	21%
JFOBud system			
Revenue & Finance Support	358,733	374,572	420,978
Committee support	22%	24%	26%
Revenue forecasting			
Transportation	92,757	91,651	87,818
Committee support	6%	6%	5%
Major Area Fiscal Support	470,684	432,810	460,025
Capital	29%	28%	28%
Education			
Health care			
Other areas			
Fiscal notes			
Website & Publications	74,555	70,439	67,939
Website	32%	32%	27%
Fiscal facts & fiscal focus			
JFC/JFO Operations	232,067	218,795	249,653
JFC staffing	14%	14%	15%
Grants processing			
Office management			
IT development & support			
Legislative branch budgets			
	1,602,044	1,565,801	1,621,374

NARRATIVE & KEY CHANGES

FY16 Request \$1,621,374 GF

Percentage Change in Budget Request

- *Funding increase of \$91,000 (6.0%)
- *Funding increase, excluding pay act and reversion, \$36,594 (2.4%)

Budget Ups/Downs (from FY15 base)

- *Increase- Salaries, annualized pay act
- *Increase- Health and Dental, annualized premium increases
- *Increase- Kavet, increased usage and forthcoming contract re-bid
- *Decrease- Overall operating expenses (4%)

One Time Spending in FY15

- *\$10,000 for Results First project reserve
- *\$15,000 for JFOBud upgrade and Vantage interface reserve

Reversion to General Fund

- *\$19,623 of FY2015 estimated carry-forward is reserved for a one-time reversion to the General Fund.
- *\$15,000 of FY2015 spending reductions per Administration request

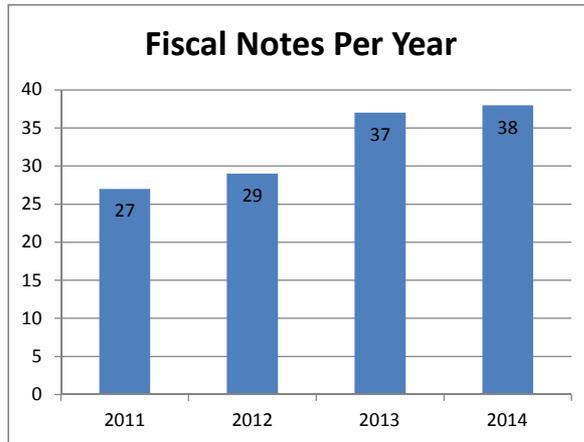
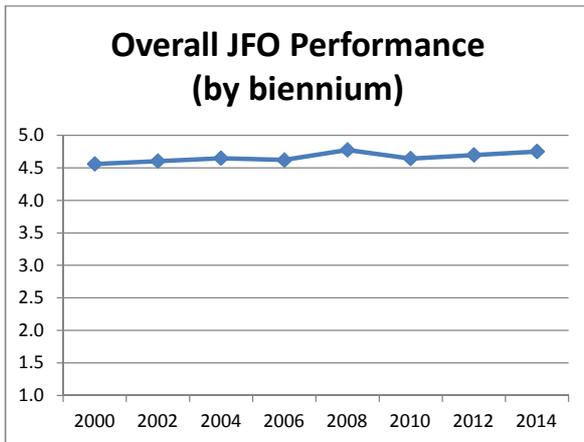
General Note

- *Will address vacant position following 2015 Legislative session

PERFORMANCE MEASURES

Performance Survey Responses (1=Unsatisfactory 5=Excellent)

	2000	2002	2004	2006	2008	2010	2012	2014
Overall	4.6	4.6	4.6	4.6	4.8	4.6	4.7	4.8
Quality of technical support	4.4	4.6	4.7	4.5	4.8	4.7	4.7	4.7
Clarity of oral/written presentations	4.3	4.3	4.4	4.4	4.6	4.5	4.6	4.5
Knowledge of subject matter	4.3	4.6	4.7	4.6	4.9	4.7	4.7	4.7
Timeliness of response to questions	4.3	4.3	4.4	4.4	4.5	4.3	4.6	4.6
House vs. Senate impartiality	5.0	4.9	4.9	4.9	5.0	4.9	4.9	5.0
Non-partisanship between parties	5.0	4.9	4.8	4.8	4.9	4.7	4.6	5.0
Number of Responses	24	71	62	65	63	80	87	62
Response Rate	13%	39%	34%	36%	35%	44%	48%	34%



FY2016 Joint Fiscal Office Budget

February 23, 2015

	FY14 Actual 12 pos	FY15 Projected 13 pos	FY16 Request 13 pos
SOURCES OF FUNDS			
General fund appropriation	1,440,688	1,530,157	1,621,374
Carry forward	300,972	82,256	
Carry forward reversion	(75,000)	(20,000)	
Pay Act	42,500	35,000	
Benefits savings	(24,860)		
Internal Service Fund reduction		(1,989)	
FY15 Spending Reduction		(15,000)	
Transfer from Legislature			
TOTAL SOURCES	1,684,300	1,610,424	1,621,374
USES OF FUNDS			
Personal Services			
Salaries	843,020	862,637	889,031
Temp Emp - Salary/FICA	32,938	35,481	35,481
FICA/Medicare	64,601	65,992	68,008
Health insurance	105,941	134,752	167,613
Retirement	90,591	92,850	96,326
Dental	7,279	9,211	12,246
Life insurance	2,878	2,650	3,112
Disability	1,921	1,989	1,908
Employee assistance program	388	396	356
Workers' compensation	2,712	3,000	3,000
Catamount	123	0	0
Contract - Kavet	133,668	140,000	150,000
Contract - Policy Integrity	3,625	20,000	20,000
Contract - Ken Thorpe	47,434	0	0
Contract - Brighton	38,430	35,000	35,000
Contracts - Results First related	12,660	21,025	10,000
Contract - Jeff Sayah/JFOBud	1,350	1,500	1,500
Contract - Otto Trautz	0	11,000	0
Renovation Services	19,477	0	0
Other personal services	86,762	15,000	15,000
Subtotal Personal Services	1,495,798	1,452,483	1,508,581
Operating Expenses			
Hardware & Software	1,817	3,000	3,000
Office Supplies and Equipment	2,601	3,000	2,000
Fee for space	41,953	41,527	43,355
Advertising	3,688	2,000	2,000
Printing & copying	1,318	1,500	1,500
Dues & subscriptions	18,338	20,000	20,000
Registrations	3,902	4,000	4,000
Insurances	1,726	2,000	2,299
In state travel expenses	1,787	2,412	2,500
Out of state travel expenses & training	13,472	17,000	17,000
Accounting (audit/VISION)	13,063	12,879	12,139
Other payments, adjustments	2,580	4,000	3,000
Subtotal Operating Expenses	106,246	113,318	112,793
Total Uses	1,602,044	1,565,801	1,621,374
BALANCE	82,256	44,623	0
One Time Uses			
Less: Results First project reserve (FY16)		10,000	
Less: JFOBud upgrade / Vantage interface reserve		15,000	
Less: Reversion in FY16		19,623	
NET BALANCE		0	