

**Vermont Legislative Council
Fiscal 2016 Budget Worksheet**

	FY15 Budget (from Vision)	FY 2015 Expected Expenditures	FY 2016 Budget Request w/ Health Care Changes
Source of Funding			
Carry Forward		222,140.75	0.00
Appropriation	3,892,138.00	3,892,138.00	4,100,893.00
Rescissions, Reductions, & Reversions		(112,178.65)	
Pay Act		90,000.00	
Transfer from Leg (4th law clerk)		<u>22,000.00</u>	
Total Sources of Funding	3,892,138.00	4,114,100.10	4,100,893.00
Personal Services			
Salaries	2,205,304.00	2,376,032.19	2,370,555.54
FICA	148,348.00	173,396.61	173,811.45
Benefits	729,562.00	684,940.17	799,090.53
Workers Comp - Ins Premium	8,000.00	5,514.00	5,514.00
Unemployment Compensation	50,000.00	36,000.00	50,000.00
Catamount Health	0.00	4,000.00	4,000.00
Other Personal Services	<u>5,000.00</u>	<u>10,700.00</u>	<u>7,900.00</u>
Subtotal Personal Services	3,146,214.00	3,290,582.97	3,410,871.52
Operating Expenses			
Council Expenses			
Fee For Space	173,664.00	147,509.68	166,434.69
Vision/IDSassess	23,675.00	23,537.47	30,445.00
Insurance Other than Emp	1,327.00	1,327.00	1,327.00
Insurance General Liability	5,802.00	5,802.00	5,802.00
Advertising	0.00	1,500.00	0.00
Licensing	0.00	5,800.00	5,800.00
Other Purchased Services	0.00	10,000.00	0.00
BGS Postal	0.00	0.00	0.00
Books&Periodicals-Library/Educ	4,800.00	500.00	500.00
Communications	0.00	0.00	0.00
Food	0.00	500.00	0.00
Office Supplies	8,000.00	1,000.00	2,500.00
Office Equipment	0.00	1,500.00	1,000.00
Other Supplies	0.00	0.00	0.00
Registration For Meetings&Conf	8,500.00	0.00	0.00
Rep & Maint - Office Tech	0.00	0.00	0.00
Tuition Reimbursement	0.00	1,000.00	0.00
In-State Travel	1,700.00	1,500.00	0.00
Out of State Travel	<u>23,000.00</u>	<u>0.00</u>	<u>0.00</u>
SubTotal Council Expenses	250,468.00	201,476.15	213,808.69
Information Technology Expenses			
DII Allocation	77,338.00	77,063.00	65,292.00
Conference Calling	0.00	0.00	0.00
Telephone Services	78,000.00	60,000.00	60,000.00
Wireless Telephone Services	1,020.00	1,015.33	1,020.00
WiFi Data	0.00	16,539.93	16,539.93
Other Telecom	0.00	0.00	0.00
Hardware	126,429.00	93,311.74	87,438.00
Software	117,335.00	98,982.94	144,827.86
IT & Data Processing Supplies	20,000.00	20,000.00	18,500.00
Other Purchased Services	0.00	170,620.63	1,105.00
Registration For Meetings&Conf	0.00	0.00	0.00
Repair & Maintenance - IT	60,334.00	75,766.41	58,490.00
Training - Info Tech	15,000.00	8,741.00	0.00
In-State Travel	0.00	0.00	0.00
Out of State Travel	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Subtotal Information Technology Expenses	495,456.00	622,040.98	453,212.79
New IT Initiatives			
Vcenter Redundancy			16,500.00
WiFi Updates			<u>6,500.00</u>
Subtotal New IT Initiatives			23,000.00
Subtotal Operating Expenses	745,924.00	823,517.13	690,021.48
Total Personal Services + Operating Expenses	3,892,138.00	4,114,100.10	4,100,893.00
Balance	0.00	0.00	0.00

	FY15 Budget (from Vision)	FY 2015 Expected Expenditures	FY 2016 Budget Request w/ Health Care Changes
Summary			
Available Funds	3,892,138.00	4,114,100.10	4,100,893.00
Personal Services	3,146,214.00	3,290,582.97	3,410,871.52
Operating Expenses	<u>745,924.00</u>	<u>823,517.13</u>	<u>690,021.48</u>
Balance	0.00	0.00	0.00

FY 16 "ask"			4,100,893.00
FY 15 appropriation (w/o pay act)			<u>3,892,138.00</u>
Net increase			208,755.00
Percent increase			5.36%

FY 16 "ask"			4,100,893.00
FY 15 appropriation (w/pay act)			<u>3,982,138.00</u>
Net increase			118,755.00
Percent Increase			2.98%

Cost Drivers			
New IT Initiatives			23,000.00
Increment for moving Alec Adams from PT to FT			37,000.00
MS Office maintenance*			30,000.00
Palo Alto maintenance**			10,000.00
Allowance for benefit changes			10,000.00
Adjustment for committee staff overtime			<u>5,700.00</u>
Total			115,700.00

* MS Office 2010 purchased in 2011 w/3 years software maintenance. Maintenance now \$30K annually.

** Palo Alto firewall installed in 2014 due to increased security requirements as per security audit.

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1. Discrepancy between budgeted and expected Personal Services amounts

The budgeted amount for personal services is \$3,146,214. The expected 2015 personal services expenditure is \$3,306,630, a difference of \$160,416. The following items contribute to this discrepancy.

Child Savings vs. Hare costs:	4,000
Raises:	90,000
Additional Merit Raises:	22,500
Insurance changes:	21,000
Childs error:	9,200
"7200" error:	<u>7,200</u>
Total	153,900
Unexplained difference:	6,516

The unexplained difference is probably due to differences in how we extrapolated annual expenditures from initial estimates.

2. \$10,000 Rescission

In August, 2014, the administration requested that the Council accept a \$10,000 rescission to help address a \$31 million revenue shortfall. Similar rescissions were imposed on most state government departments.

Coincidentally, we had experienced some cost reductions in the IT budget, in the amount of \$9,728.92. These reductions came from a lower-than-expected annual software maintenance bill from OpenText, and reductions in the number of servers we had monitored by SymQuest.

The reductions were applied to the IT Repair and Maintenance and Software accounts.

3. Personal Services Estimates

On September 30, we revised the estimates for personal services, based on the delayed start of the summer pay raises, and changes in schedules (two additional pay periods for Alec, removed Town Meeting week for committee staff).

4. Fee for Space

The Fee For Space charge was originally \$173,644. Due to changing BGS budget needs, Fee for Space charges declined in FY 2015, and are expected to remain at that level in 2016. The

reduction for the Council was \$7,224.31, and this value is reflected in the 2016 column. However, the Finance department reduced the Council appropriation by the full reduction for the entire Legislature's budget, in the amount of \$26,754.26. Finance was unable/unwilling to correct the reduction, so JFO and Council agreed that the entire Legislative reduction would be applied to the Council budget, and that the other departments would pay the unreduced amounts originally charged.

5. Vacancy Savings

During FY 2015, we adjusted our personal services expected expenditures based on staff changes and health insurance increases Jan-May. The value in the 2015 Expected Expenditures column collectes these changes into a single value, as recalculating the individual line items proved to be messy.