

MAINE STATE LEGISLATURE

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PART I REQUEST

- Summary of Requests and Governor's Recommendation

- Budget v. Actual Expenditures/General Legislative Account: FY 1997 - FY 2001

- Analysis of Areas of Increase in FY 2000 - FY 2001 Budget Request
 - Personal Services
 - All Other

- Legislative Computer System/Analysis of Expenditures: FY 1996 - FY 1999

**LEGISLATIVE PART I BUDGET REQUESTS: FY 2000 - 2001
SUMMARY OF GOVERNOR'S RECOMMENDATIONS**

	FY 99 Adjusted Approp.	LEGISLATIVE REQUEST FY 2000	FY 2001	GOVERNOR'S RECOMMENDATION FY 2000	FY 2001
Legislative Account					
Personal Services	\$ 11,332,532	\$ 11,084,549	\$ 11,958,613	\$ 11,084,549	\$ 11,958,613
All Other	3,748,445	3,861,352	4,646,827	3,861,352	4,646,827
Capital	<u>55,000</u>	<u>55,000</u>	<u>75,000</u>	<u>55,000</u>	<u>75,000</u>
Total	\$ 15,135,977	\$ 15,000,901	\$ 16,680,440	\$ 15,000,901	\$ 16,680,440
Interstate Cooperation Commission	\$ 145,966	\$ 151,401	\$ 155,724	\$ 151,401	\$ 155,724
Comm/Uniform State Laws	\$ 19,200	\$ 20,000	\$ 20,600	\$ 20,000	\$ 20,600
State House & Capitol Park Commission	\$ 131,600	\$ 135,400	\$ 139,350	\$ 135,400	\$ 139,350
Misc. Studies/Legislative	\$ 44,075	\$ 24,760	\$ 20,480	\$ 24,760	\$ 20,480
Education Research Institute	\$ 150,000	---	---	---	---
Total/Legislative Department	\$ 15,626,818	\$ 15,332,462	\$ 17,016,594	\$ 15,332,462	\$ 17,016,594
Reserve Fund/Preservation & Maintenance	\$ 850,000	\$ 850,000	\$ 850,000	(statutory transfer)	
<p>> > > > > > > > > > > > > ></p>					
Law & Legislative Reference Library	\$ 775,694	\$ 803,793	\$ 816,609	\$ 803,793	\$ 816,609
Personal Services					
All Other	318,616	326,809	334,806	326,809	334,806
Capital	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
Total	\$1,104,310	\$1,140,602	\$1,161,415	\$1,140,602	\$1,161,415

BUDGET OVERVIEW . . . 1997 THROUGH FY01

1/7/99

C&O	FY 97 Adj. Work Prg.	FY 97 Actual Exp's	FY 98 Adj. Work Prg.	FY 98 Actual *Exp's	FY 99 Estimated Exp's	FY 2000 Request	FY 2001 Request
<u>PERSONAL SERVICES</u>							
3110	Permanent Full Time	3,252,838	3,401,161	5,108,713	4,950,718	5,261,743	5,684,680
3210	Limited Period Full Time	3,300,572	3,375,961	1,466,110	1,551,710	2,042,610	2,038,850
3310	Seasonal Full Time	600,253	593,208	693,958	514,804	775,363	943,174
3612	Overtime	78,806	92,005	91,720	74,567	61,495	56,650
3631	Longevity Pay	16,834	16,428	19,968	20,411	27,456	37,256
3901	Health Insurance	1,566,671	1,295,063	1,382,166	1,318,389	1,490,311	1,550,952
3905	Dental Insurance	83,540	64,968	80,154	66,202	84,972	82,239
3910	Retirement	1,462,564	1,417,537	1,349,695	1,259,299	1,480,522	1,448,062
3911	Employer Group Life	20,414	15,997	20,488	18,415	22,344	23,991
3912	Employer Medicare Cost	70,986	73,981	70,359	69,495	83,616	90,659
3973	Child Care Benefit	900	1,400	2,100	667	2,100	2,100
	Total Personal Services	10,454,378	10,347,709	10,285,431	9,844,677	11,332,532	11,958,613
<u>ALL OTHER</u>							
4000	Prof. Services, Not by State	123,531	254,525	186,000	309,262	65,500	313,720
4100	Prof. Services, By State	2,550	35,517	12,500	87,120	12,500	109,515
4200	Travel Expenses, In State	1,246,039	1,208,612	829,390	796,866	1,300,740	1,552,000
4300	Travel Expenses, Out of State	40,361	42,878	55,000	67,695	55,000	100,000
4500	Utility Services	307,363	254,448	350,200	333,677	349,985	398,925
4600	Rents	411,629	87,938	51,750	29,656	53,560	7,680
4700	Repairs	151,030	443,502	207,990	20,102	211,295	97,304
4800	Insurance	15,606	20,539	20,705	18,466	20,915	22,770
4900	General Operations	1,408,105	1,131,894	1,146,130	1,302,982	1,175,070	1,643,653
5100	Commodities-Food	5,392	9,586	1,765	1,912	7,440	10,575
5300	Office Supplies	77,807	71,617	69,908	56,379	72,225	71,345
5400	Clothing	5,000	7,231	3,000	3,248	8,000	7,500
5500	Minor Equipment		22,048		138,826	277,465	109,000
5600	Other Supplies	178,230	209,231	315,860	142,967	34,500	98,590
6800	Misc Grants	99,250	99,250	200,250	200,000	99,250	99,250
6900	Pensions		603	5,000	476	5,000	5,000
8008	Interest Payments		211		238		
	Total All Other	4,071,893	3,899,630	3,455,448	3,509,872	3,748,445	4,646,827
<u>CAPITAL EXPENDITURES</u>							
7200	Equipment	90,438	87,902	55,000	54,417	55,000	75,000
GRAND TOTAL		14,616,709	14,335,241	13,795,879	13,408,966	15,135,977	16,680,440

* Based on expenditures to date "estimated expenditures" equals the FY99 Work Program.

GENERAL LEGISLATIVE ACCOUNT
ANALYSIS OF PERSONAL SERVICES REQUEST

FY 1998 - 1999 Actual (Projected for FY 99)		\$ 21,617,963
FY 2000 - 2001 Proposed		<u>\$ 23,043,162</u>
	Change	\$ 1,875,199 (8.67%)

		Total Increase/Biennium
▪ Health Insurance Premiums (Rates provided by Budget Office)	\$306,000	16.3%
▪ Fund previously-awarded cost-of-living increases (2% + 2%)	500,000	26.7%
▪ Step increases for eligible employees	385,00	20.5%
▪ Restore weeks - for session employees (Includes salary and affected benefits)	480,904	25.6%
▪ Position changes	<u>203,295</u>	10.8%
Total	\$1,875,199	

GENERAL LEGISLATIVE ACCOUNT
ANALYSIS OF MAJOR INCREASES IN
ALL OTHER BUDGET

FY 1998 - 1999 Actual Expenditures (Projected for FY 99)	\$ 7,203,893	
FY 2000 - 2001 Proposed	<u>\$ 8,508,179</u>	
Change	\$ 1,304,286	(+18.1%)

	Total Increase/Biennium¹	
▪ Changes for Wide Area Network connections (rate determined by Bureau of Information Services)	\$123,350	9.5%
▪ Inflationary factor (average 2.9%; rate provided by Budget Office)	244,073	18.7%
▪ Attendance at legislative meetings out-of-state	64,000	4/9%
▪ In-state travel (reflects increased level of activity during Session; does not restore statutory session length)	441,115	33.8%
▪ Computer training; registration fees & tuition for attendance at professional development workshops/seminars; conferences and meetings	191,900	14.7%
▪ Computer Software (includes funds for 2 building-wide upgrades: Windows 95 to NT Workstation and MS Mail to MS Exchange)	223,830	17.2%

¹ Percents expressed as percentage of total increase in All Other line (\$1,304,286)

**LEGISLATIVE COMPUTER SYSTEM
SUMMARY OF EXPENDITURES & PROPOSED BUDGET FY 1996-FY 2001**

	FY 1996 Actual	FY 1997 Actual	FY 1998 Actual	FY 1999 Projected
Computer Maintenance/ Service and Repair				
4000 / Contractual Services (Wordwrap/IRC/NT Support)	11,506	96,646	185,546	126,000
4700 / Maintenance Agreements	91,928	65,498	12,034	78,500
4991 / General Operating Expense	36,712	6,612	---	---
Subtotal	<u>140,146</u>	<u>168,756</u>	<u>197,580</u>	<u>204,500</u>
Data Processing Services/ State				
4100 IBM	1,328	28,662	17,000	24,000
WAN Access	---	---	57,394	80,000
Other	---	---	8,000	8,000
Subtotal	<u>1,328</u>	<u>28,662</u>	<u>82,394</u>	<u>112,000</u>
Computer Acquisition				
4617 Lease/Purchase	79,885	65,605	15,710	---
5551 PC Purchase	---	21,641	132,860	125,000
5552 Printers	---	---	5,996	12,500
5650 Misc. Minor Equipment	229,779	120,935	85,239	5,000
Subtotal	<u>309,664</u>	<u>207,881</u>	<u>239,805</u>	<u>142,500</u>
Software Purchase / Upgrades				
4935	106,317	23,533	53,118	49,500
Hardware Upgrades (Includes Lightspeed; PC Upgrades; Drive & Storage Upgrades & Replacements; Hubs; NPS-related)				
5636/5651	444	263	6,684	54,000
Capital Equipment (Includes servers; highspeed printers)				
	---	---	---	33,500
TOTAL	<u>557,899</u>	<u>429,095</u>	<u>579,581</u>	<u>596,000</u>

PART II REQUEST

- Original Request
- Summary of Governor's Recommendation
- Computer Migration Project: Estimated Costs

**LEGISLATIVE PART II BUDGET REQUESTS: FY 2000 - 2001
SUMMARY OF GOVERNOR'S RECOMMENDATIONS**

	LEGISLATIVE REQUEST		GOVERNOR'S RECOMMENDATION	
	FY 2000	FY 2001	FY 2000	FY 2001
LEGISLATIVE ACCOUNT				
Personal Services	\$ 151,079	\$ 158,568	-0-	-0-
All Other	<u>140,800</u>	<u>137,600</u>	<u>-0-</u>	<u>-0-</u>
Total	\$ 291,879	\$ 296,168	-0-	-0-
Productivity Initiatives Migration Project	<u>\$1,424,000</u>	<u>\$ 656,000</u>	<u>\$1,424,000</u>	<u>\$ 656,000</u>
Total Legislative Account	\$1,715,879	\$ 952,168	\$1,424,000	\$ 656,000
 LAW & LEGISLATIVE REFERENCE LIBRARY				
Personal Services	\$ 27,809	\$ 27,902	-0-	-0-
GRAND TOTAL/ALL ACCOUNTS	<u>\$1,743,688</u>	<u>\$ 980,070</u>	<u>\$1,424,000</u>	<u>\$ 656,000</u>

LEGISLATIVE COUNCIL
PART II BUDGET REQUEST : SUMMARY

	FY 2000	FY2001
GENERAL LEGISLATIVE ACCOUNT		
Personal Services		
Sr. Computer Programmer/Analyst	\$ 53,497.83	\$ 56,090.17
Human Resources Manager	48,790.57	51,283.73
Legislative Analyst (OPLA)	<u>48,790.57</u>	<u>51,283.73</u>
Subtotal	\$ 151,078.97	\$158,567.63
All Other		
Legal Services (contractual) as required to support development of administrative structure for collective bargaining	\$ 75,000.00	\$ 6,000.00
Restore Statutory length of session	<u>65,800.00</u>	<u>131,600.00</u>
Subtotal	\$ 140,800.00	\$ 137,600.00
PRODUCTIVITY INITIATIVES		
Migration Project (see attached)	<u>\$1,424,000.00</u>	<u>656,000.00</u>
Total/Legislative Accounts	\$1,715,879.00	\$ 952,168.00

LAW & LEGISLATIVE REFERENCE LIBRARY

Personal Services		
Increase hours for 1 Associate Law Librarian (from 24 to 40)	\$ 27,809.00	27,902.00

LEGISLATIVE COUNCIL
COMPUTER MIGRATION PROJECT

Estimated Project Cost

Project Component	FY 99 ¹	Part II Request	
		FY 00	FY 01
Year 2000 Compliance	\$ 130,000	\$ 25,000	\$ ---
Office Suite Upgrade	---	70,000	---
Drafting/Status Design	910,000	919,000	371,000
Chamber Support	75,000	200,000	50,000
Application Installation	---	10,000	10,000
Data Conversion	---	50,000	50,000
User Training	---	50,000	75,000
Admin Support/ Contingency	50,000	100,000	100,000
Chamber Automation: Design / Software	---	---	(tbd)
Totals	\$1,165,000	\$1,424,000	\$ 656,000

Note:

1. Funds required for FY 99 were designated by the Legislative Council from FY 98 balance and FY 99 appropriation.

**MAINE STATE LEGISLATURE
GENERAL OPERATIONS SUMMARY**

2/17/99

C&O	OBJ TITLE	EXPENDED 1997	EXPENDED 1998	ESTIMATED 1999 EXP'S	PROPOSED 2000	PROPOSED 2001	COMMENTS
4901	POSTAGE	133,832.24	427,332.19	246,385.00	405,565.00	342,075.00	Senate & House members authorized mailings. Does not include .01 cent increase.
4916	CONFERENCE CHARGES	14,039.00	22,973.78	15,000.00	124,840.00	119,100.00	
4928	PRINTING AND PHOTOCOPY	749,499.91	588,968.98	574,825.00	603,051.00	779,421.00	
4935	COMPUTER SOFTWARE	23,853.80	55,653.22	100,000.00	170,865.00	184,190.00	Figure reflects 2 building wide software upgrades: Windows 95 to NT Workstation and MS Mail to MS Exchange. Does not include software required for "Migration"
4946	ADVERTISING NOTICES	123,060.35	48,289.99	88,905.00	51,115.00	128,000.00	
4961	OTHER ADV AND PUB MATTER	29,777.06	41,973.50	31,155.00	44,450.00	33,385.00	Advertising for confirmation hearings
4982	PERIODICALS NEWSPAPER SUB	40,923.73	55,237.96	33,660.00	48,660.00	50,095.00	
4983	DUES	6,317.08	10,587.68	33,880.00	5,145.00	5,280.00	
4986	CLEANING & WASHING	2,043.72	710.83	760.00	825.00	1,200.00	
4991	GENERAL OPERATING EXPENSE	8,546.90	51,253.67	50,500.00	887.00	907.00	
TOTAL 4900		1,131,893.79	1,302,981.80	1,175,070.00	1,455,403.00	1,643,653.00	