

Arizona Department of Administration
Financial Services

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DESCRIPTION	FY 2003	FY 2004	FY 2005	
	ACTUAL	ESTIMATE	OSPB	JLBC
OPERATING BUDGET				
<i>Full Time Equivalent Positions</i>	89.2	100.5		100.5
Personal Services	3,005,400	3,280,300		3,280,300
Employee Related Expenditures	830,200	918,800		918,800
Professional and Outside Services	107,400	1,500		1,500
Travel - In State	900	5,500		5,500
Travel - Out of State	3,700	2,900		2,900
Other Operating Expenditures	2,213,300	2,062,300		2,062,300
Equipment	50,000	0		0
OPERATING SUBTOTAL	6,210,900	6,271,300		6,271,300
SPECIAL LINE ITEMS				
ENSCO	4,585,100	5,421,100		5,310,300
Arizona Financial Information System	1,780,600	927,500		927,500
PROGRAM TOTAL	12,576,600	12,619,900		12,509,100
FUND SOURCES				
General Fund	12,514,700	12,549,100		12,438,300
<u>Other Appropriated Funds</u>				
Special Employee Health Insurance Trust Fund	61,900	70,800		70,800
SUBTOTAL - Other Appropriated Funds	61,900	70,800		70,800
SUBTOTAL - Appropriated Funds	12,576,600	12,619,900		12,509,100
Other Non-Appropriated Funds	25,069,900	32,841,000		35,454,400
TOTAL - ALL SOURCES	37,646,500	45,460,900		47,963,500

CHANGE IN FUNDING SUMMARY

FY 2004 to FY 2005 JLBC

	\$ Change	% Change
General Fund	(110,800)	(0.9%)
Other Appropriated Funds	0	0.0%
Total Appropriated Funds	(110,800)	(0.9%)
Non Appropriated Funds	2,613,400	8.0%
Total - All Sources	2,502,600	5.5%

COST CENTER DESCRIPTION — Financial Services includes the General Accounting Office, which maintains the state's financial records, provides accounting services to agencies, and oversees state compliance with financial requirements and appropriation authority; and the State Procurement Office, which provides purchasing services and oversees procurement for agencies.

PERFORMANCE MEASURES	FY 2003	FY 2003	FY 2004	FY 2005
	Appropriation	Actual	Appropriation	Recommend.
• Average cycle time for requests for proposal (RFP) (in days)	80	65.7	80	55
• Customer satisfaction with establishing contracts (Scale 1-8) (NEW)	--	5.7	--	6.0
• Customer satisfaction with administering contracts (Scale 1-8) (NEW)	--	5.5	--	6.0
• Customer satisfaction rating for the quality of contracts (Scale 1-8)	6.0	NA	7.45	--
• Customer satisfaction with purchasing goods and services - internal (Scale 1-8)	7.5	6.2	7.5	6.5
• Customer satisfaction rating for the administration of the payroll process (Scale 1-8)	6.6	6.3	6.6	6.6
• Customer satisfaction rating for the operation of AFIS (Scale 1-8)	6.0	5.8	6.2	6.2

Comments: The agency did not submit information for any measure labeled as "NA".

RECOMMENDED CHANGES FROM FY 2004

Operating Budget

The JLBC recommends \$6,271,300 for the operating budget in FY 2005. This amount includes \$6,200,500 from the General Fund and \$70,800 from the Special Employee Health Insurance Trust Fund. These amounts are unchanged from FY 2004.

Lease Costs GF \$ 0

The JLBC recommends no change from the General Fund for increased lease costs. The agency would absorb a FY 2005 lease increase of \$10,000 within its Other Operating Expenditures. Within its budget, the agency has the discretion to shift these monies from other line items.

Special Line Items

ENSCO

The JLBC recommends \$5,310,300 from the General Fund for ENSCO in FY 2005. This amount would fund the following adjustments:

Lease Costs GF (110,800)

The JLBC recommends a decrease of \$(110,800) from the General Fund for decreased lease costs.

Monies in this line item are used to pay the lease-purchase payment requirements for the acquisition of the ENSCO site. The state secured lease-purchase financing of \$55,825,000 in October 1991 to settle with ENSCO and acquire its partially constructed hazardous waste treatment

site in Mobile, Arizona. Payments will be required through the year 2011.

Arizona Financial Information System

The JLBC recommends \$927,500 from the General Fund for the Arizona Financial Information System (AFIS) in FY 2005. This amount is unchanged from FY 2004.

Monies in this line item are used to fund the General Fund cost of operating the statewide accounting system. The JLBC recommends continued allowance for the department to collect up to \$1,762,600 in FY 2005 from other funding sources, excluding the General Fund and Federal Funds, to supplement the cost of operating AFIS. This authority is provided in a General Appropriation Act footnote. *(See Standard Footnotes for more information.)*

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JLBC RECOMMENDED FORMAT — Operating Lump Sum with Special Line Items by Fund

JLBC RECOMMENDED FOOTNOTES

Standard Footnotes

The department may collect an amount of not to exceed \$1,762,600 from other funding sources, excluding Federal Funds, to recover pro rata costs of operating AFIS II. Any amounts left unspent from the Arizona Financial Information System Special Line Item shall revert to the state General Fund.

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SUMMARY OF FUNDS - SEE AGENCY SUMMARY