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State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES
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Charles M. Arlinghaus
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Commissioner

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January 23, 2023

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court
State House
Concord, NH 03301

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, NH 03301

REQUESTED ACTION

Pursuant to the provisions of RSA 9:16-a, I, authorize the Department of Administrative Services to transfer funds in the amount of $135,000 to cover anticipated shortfalls in maintaining court facilities, effective upon approval of the Fiscal Committee and the Governor and Executive Council through June 30, 2023 and further authorize the funds to be allocated as shown below.
Source of Funds: **100% Other Funds.**

01-014-014-141510-20450000 **Bureau of Court Facilities**

Class	Description	FY23 Current Modified	Requested Action	FY23 Adjusted Budget
001-484910	TRANSFERS FROM OTHER AGENCY	10,247,640.00		10,247,640
009	AGENCY INCOME	386,934.00		386,934
	Total Revenue	**10,634,574.00**	-	**10,634,574**

Class	Description	FY23 Current Modified	Requested Action	FY23 Adjusted Budget
010	PERSONAL SERVICES PERM CLAS	1,223,690.00		1,223,690
011	PERSONAL SERVICES UNCLASSIF	95,982.00		95,982
018-500106	OVERTIME	92,610.00	10,000	102,610
020 - 500200	CURRENT EXPENSES	208,495.00	(10,000)	198,495
022 - 500248	RENTS-LEASES OTHER THAN STA	4,263,567.00	(125,000)	4,138,567
023	HEAT ELECTRICITY WATER	1,852,953.00		1,852,953
030	EQUIPMENT NEW REPLACEMENT	31,953.00		31,953
039	TELECOMMUNICATIONS	73,812.00		73,812
047	OWN FORCES MAINT BUILD-GRN	5,069.00		5,069
048 - 500226	CONTRACTUAL MAINT BUILD-GRN	1,157,315.00	125,000	1,282,315
050	PERSONAL SERVICE TEMP APPOI	543,625.00		543,625
060	BENEFITS	803,810.00		803,810
070	IN STATE TRAVEL REIMBURSEME	10,000.00		10,000
103	CONTRACTS FOR OP SERVICES	264,811.00		264,811
211	CATASTROPHIC CASUALTY INS	6,882.00		6,882
	Total Expense	**10,634,574.00**	-	**10,634,574**

EXPLANATION

The Department of Administrative Services is requesting authorization to transfer funds between various class lines in order to address anticipated shortfalls to effectively manage and maintain the State's court facilities. Funds are available from expected savings within the Department.

The following appropriation adjustments are being requested:

Class 18 – 500106 Overtime – additional appropriations are needed to cover off-hour staffing anticipated for upcoming capital projects commencing in the spring of 2023.

Class 20 – 500200 Current Expenses – expenses to date are trending lower than originally budgeted and are available to cover anticipated shortfalls.

Class 22 – 500248 Rents – Leases Other than State – rent arrangements are lower than originally budgeted and are available to cover anticipated shortfalls.

Class 48-500226 Contract Maintenance – additional appropriations are needed to cover contract maintenance for the cost of a new janitorial contract, inflationary increases in existing janitorial contracts, and increases in maintenance projects.

The following information is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985.

1) Does the transfer involve continuing programs or one-time projects? While specific projects may differ each fiscal year, there is continued on-going maintenance needed at the court facilities.

2) Is this transfer required to maintain existing program level or will it increase the program level? The transfer will maintain the existing program level.

3) Cite any requirements which make this program mandatory. HB1 Operating Budget for FY22-23, provided funding for the maintenance of court facilities.

4) Identify the source of the funds on all accounts listed on this transfer. 100% income from other state agencies, Administrative Office of the Courts.

5) Will there be any effect on revenue if this transfer is approved or disapproved? No effect.

6) Are funds expected to lapse if this transfer is not approved? Unexpended funds in this account will lapse at the end of the fiscal year.

7) Are personnel services involved? No.

I respectfully recommend approval of this item.

Respectfully submitted,

Charles M. Arlinghaus,
Commissioner
Department of Administrative Services