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State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES
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Charles M. Arlinghaus
Commissioner

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May 22, 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 $300,000 to cover shortfalls in utility expenses for the Bureau of 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: **96% Transfer Other Agencies, 4% Agency Income**

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

Class	Account	Description	FY23 Current Modified	Requested Amount	FY23 Adjusted Budget
001	484902	TRANSFERS FROM OTHER AGENCY	10,802,641		10,802,641
009	406918	AGENCY INCOME	386,934		386,934
		TOTAL REVENUE	**11,189,575**		**11,189,575**

Class	Account	Description	FY23 Current Modified	Requested Amount	FY23 Adjusted Budget
010	500100	PERSONAL SERVICES PERM CLAS	1,218,690		1,218,690
011	500126	PERSONAL SERVICES PERM UNCLAS	100,982		100,982
018	500106	OVERTIME	102,610		102,610
020	500200	CURRENT EXPENSES	198,495		198,495
022	500248	RENTS-LEASES OTHER THAN STA	3,898,567	(300,000)	3,598,567
023	500291	HEAT ELECTRICITY WATER	2,407,953	300,000	2,707,953
030	500300	EQUIPMENT NEW REPLACEMENT	31,953		31,953
039	500188	TELECOMMUNICATIONS	73,812		73,812
047	500263	OWN FORCES MAINT BUILD-GRN	5,069		5,069
048	500266	CONTRACTUAL MAINT BUILD-GRN	1,582,315		1,582,315
050	500109	PERSONAL SERVICE TEMP APPOI	438,825		438,825
060	500602	BENE FITS	803,810		803,810
070	500704	IN STATE TRAVEL REIMBURSEME	10,000		10,000
103	500735	CONTRACTS FOR OP SERVICES	309,612		309,612
211	501530	CATASTROPHIC CASUALTY INS	6,882		6,882
		TOTAL EXPENSE	11,189,575	-	11,189,575

EXPLANATION

The Department of Administrative Services is requesting authorization to transfer funds between two class lines in AU20450000 in order to address shortfalls in utility expenses and 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 022 - 500248 Rents - Leases Other than State - rent arrangements are lower than originally budgeted and are available to cover anticipated shortfalls due to substantial increases in utility expenses.

Class 023 – 500291 Heat Electricity Water- additional appropriations are needed to cover increased utility expenses.

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. 96% income from other state agencies, Administrative Office of the Courts and 4% agency income.

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