

OFFICE OF THE LIEUTENANT GOVERNOR

MICHAEL L. PARSON

FISCAL YEAR 2018 BUDGET REQUEST

WITH GOVERNOR'S RECOMMENDATIONS

State Auditor's Reports, Legislative Oversight Evaluations, Sunset Act Reports

Section 33.270, RSMo requires budget submissions to include information on the most recent reports done by the State Auditor, evaluations done by the Oversight Division of the Committee on Legislative Research, and Missouri Sunset Act reports. Include reports released over the past three years. Agencies must complete the attached form for applicable programs.

1. Program Name – List the name of the program or the division.
2. Type of Report – Indicate if the report is an Audit Report, Oversight Evaluation or a Sunset Act Report.
3. Date Issued – The date the report was issued.
4. Website – The website address where the report can be located.

Program or Division Name	Type of Report	Date Issued	Website Link
Office of Lieutenant Governor	Audit Report	Oct 2013	https://app.auditor.mo.gov/AuditReports/CitzSummary.aspx?id=224

Missouri Sunset Act Report

Sections 23.250 to 23.298, RSMo requires that new programs created after August 2003 must sunset within six years of their creation and must be reauthorized by the General Assembly. The Committee on Legislative Research is charged with reviewing programs. Complete one form listing all the agency programs subject to the Missouri Sunset Act.

1. Program – List the name of the program.
2. Statutes – Indicate the statutes that establish the program, including sunset language.
3. Sunset Date – The month and year the program will sunset without General Assembly action.
4. Review Status – Indicate if public hearings and/or reviews have occurred or are scheduled.

Program	Statutes Establishing	Sunset Date	Review Status

CORE DECISION ITEM

Office of the Lieutenant Governor	Budget Unit 22101C
	HB Section 12.020

1. CORE FINANCIAL SUMMARY

FY 2018 Budget Request					FY 2018 Governor's Recommendation						
	GR	Federal	Other	Total	E		GR	Federal	Other	Total	E
PS	412,748	0	0	412,748		PS	412,748	0	0	412,748	
EE	50,677	0	0	50,677		EE	50,677	0	0	50,677	
PSD	0	0	0	0		PSD	0	0	0	0	
TRF	0	0	0	0		TRF	0	0	0	0	
Total	463,425	0	0	463,425		Total	463,425	0	0	463,425	
FTE	7.00	0.00	0.00	7.00		FTE	7.00	0.00	0.00	7.00	
Est. Fringe	184,836	0	0	184,836		Est. Fringe	184,836	0	0	184,836	
Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.						Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.					
Other Funds: N/A.						Other Funds: N/A.					

2. CORE DESCRIPTION

The Missouri Constitution states the lieutenant governor shall serve as the ex officio president of the Missouri Senate. In addition, upon the death, conviction, impeachment, resignation, absence from the state or other disabilities of the governor, the lieutenant governor shall act as governor. By law, the lieutenant governor serves on the Board of Public Buildings, the Board of Fund Commissioners, the Missouri Development Finance Board, the Missouri Housing Development Commission, the Missouri Tourism Commission, the Missouri Community Service Commission and the Second State Capitol Commission.

3. PROGRAM LISTING (list programs included in this core funding)

CORE DECISION ITEM

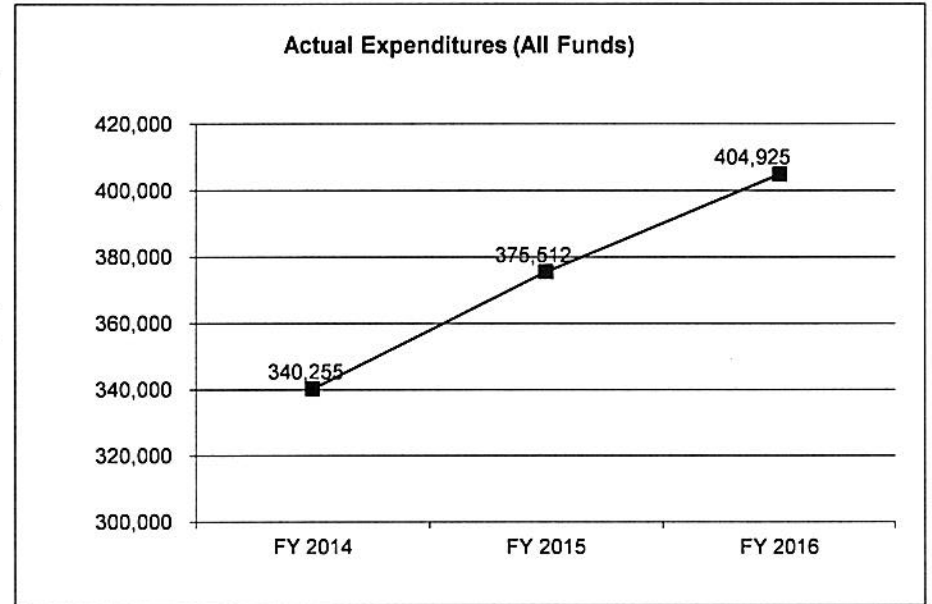
Office of the Lieutenant Governor

Budget Unit 22101C

HB Section 12.020

4. FINANCIAL HISTORY

	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Current Yr.
Appropriation (All Funds)	452,611	455,313	457,028	463,425
Less Reverted (All Funds)	0	0	0	0
Less Restricted (All Funds)	0	0	0	0
Budget Authority (All Funds)	452,611	455,313	457,028	463,425
Actual Expenditures (All Funds)	340,255	375,512	404,925	N/A
Unexpended (All Funds)	112,356	79,801	52,103	N/A
Unexpended, by Fund:				
General Revenue	112,356	79,801	52,103	N/A
Federal	0	0	0	N/A
Other	0	0	0	N/A



Reverted includes the statutory three-percent reserve amount (when applicable).

Restricted includes any Governor's Expenditure Restrictions which remained at the end of the fiscal year (when applicable).

NOTES:

None.

CORE RECONCILIATION DETAIL

LT. GOVERNOR**OFFICE OF LIEUTENANT GOVERNOR**

5. CORE RECONCILIATION DETAIL

	Budget Class	FTE	GR	Federal	Other	Total	Explanation
TAFP AFTER VETOES							
	PS	7.00	412,748	0	0	412,748	
	EE	0.00	50,677	0	0	50,677	
	Total	7.00	463,425	0	0	463,425	
DEPARTMENT CORE REQUEST							
	PS	7.00	412,748	0	0	412,748	
	EE	0.00	50,677	0	0	50,677	
	Total	7.00	463,425	0	0	463,425	
GOVERNOR'S RECOMMENDED CORE							
	PS	7.00	412,748	0	0	412,748	
	EE	0.00	50,677	0	0	50,677	
	Total	7.00	463,425	0	0	463,425	

FY 2018 LIEUTENANT GOVERNOR

DECISION ITEM SUMMARY

Budget Unit									
Decision Item	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018	FY 2018
Budget Object Summary	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC	GOV REC
Fund	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	FTE
OFFICE OF LIEUTENANT GOVERNOR									
CORE									
PERSONAL SERVICES									
GENERAL REVENUE	382,999	6.46	412,748	7.00	412,748	7.00	412,748	7.00	7.00
TOTAL - PS	382,999	6.46	412,748	7.00	412,748	7.00	412,748	7.00	7.00
EXPENSE & EQUIPMENT									
GENERAL REVENUE	21,926	0.00	50,677	0.00	50,677	0.00	50,677	0.00	0.00
TOTAL - EE	21,926	0.00	50,677	0.00	50,677	0.00	50,677	0.00	0.00
TOTAL	404,925	6.46	463,425	7.00	463,425	7.00	463,425	7.00	7.00
Additional Office Resources - 1221001									
PERSONAL SERVICES									
GENERAL REVENUE	0	0.00	0	0.00	45,000	1.00	0	0.00	0.00
TOTAL - PS	0	0.00	0	0.00	45,000	1.00	0	0.00	0.00
EXPENSE & EQUIPMENT									
GENERAL REVENUE	0	0.00	0	0.00	80,000	0.00	0	0.00	0.00
TOTAL - EE	0	0.00	0	0.00	80,000	0.00	0	0.00	0.00
TOTAL	0	0.00	0	0.00	125,000	1.00	0	0.00	0.00
GRAND TOTAL	\$404,925	6.46	\$463,425	7.00	\$588,425	8.00	\$463,425	7.00	7.00

FLEXIBILITY REQUEST FORM

BUDGET UNIT NUMBER: 22101C BUDGET UNIT NAME: Office of the Lieutenant Governor HOUSE BILL SECTION: 12.020	DEPARTMENT: Office of the Lieutenant Governor
1. Provide the amount by fund of personal service flexibility and the amount by fund of expense and equipment flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed. If flexibility is being requested among divisions, provide the amount by fund of flexibility you are requesting in dollar and percentage terms and explain why the flexibility is needed.	
DEPARTMENT REQUEST	
It is requested that 100% be approved as flexible PS/EE -- the same amount as in the current fiscal year. This would help manage Lieutenant Governor's Office responsibilities and resources.	
2. Estimate how much flexibility will be used for the budget year. How much flexibility was used in the Prior Year Budget and the Current Year Budget? Please specify the amount.	
PRIOR YEAR ACTUAL AMOUNT OF FLEXIBILITY USED	CURRENT YEAR ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED
\$0.00	Unknown
BUDGET REQUEST ESTIMATED AMOUNT OF FLEXIBILITY THAT WILL BE USED	
Unknown	
3. Please explain how flexibility was used in the prior and/or current years.	
PRIOR YEAR EXPLAIN ACTUAL USE	CURRENT YEAR EXPLAIN PLANNED USE
No flexibility was used.	This will allow flexibility to manage resources.

FY 2018 LIEUTENANT GOVERNOR

DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
OFFICE OF LIEUTENANT GOVERNOR								
CORE								
LIEUTENANT GOVERNOR	86,484	1.00	86,484	1.00	86,484	1.00	86,484	1.00
DIRECTOR OF ADMINISTRATION	62,317	1.00	63,564	1.00	63,564	1.00	63,564	1.00
STAFF ASSISTANT	8,250	0.25	34,680	1.00	34,680	1.00	34,680	1.00
DIRECTOR OF COMMUNICATIONS	71,205	1.00	72,630	1.00	72,630	1.00	72,630	1.00
CHIEF OF STAFF	68,238	0.96	72,630	1.00	72,630	1.00	72,630	1.00
DIR CONST SVCS & SENIOR ADVOC	41,185	1.00	42,112	1.00	42,112	1.00	42,112	1.00
STAFF ASSISTANT	11,533	0.31	0	0.00	0	0.00	0	0.00
DIR OF POLICY AND LEG AFFAIRS	27,000	0.75	40,648	1.00	40,648	1.00	40,648	1.00
DEPUTY LIEUTENANT GOVERNOR	6,787	0.19	0	0.00	0	0.00	0	0.00
TOTAL - PS	382,999	6.46	412,748	7.00	412,748	7.00	412,748	7.00
TRAVEL, IN-STATE	3,215	0.00	10,133	0.00	10,133	0.00	10,133	0.00
TRAVEL, OUT-OF-STATE	437	0.00	0	0.00	0	0.00	0	0.00
SUPPLIES	4,984	0.00	14,967	0.00	14,967	0.00	14,967	0.00
PROFESSIONAL DEVELOPMENT	0	0.00	3,286	0.00	3,286	0.00	3,286	0.00
COMMUNICATION SERV & SUPP	5,813	0.00	10,214	0.00	10,214	0.00	10,214	0.00
PROFESSIONAL SERVICES	4,897	0.00	3,506	0.00	3,506	0.00	3,506	0.00
M&R SERVICES	294	0.00	1,428	0.00	1,428	0.00	1,428	0.00
COMPUTER EQUIPMENT	0	0.00	3,173	0.00	3,173	0.00	3,173	0.00
OFFICE EQUIPMENT	0	0.00	1,821	0.00	1,821	0.00	1,821	0.00
EQUIPMENT RENTALS & LEASES	40	0.00	1,092	0.00	1,092	0.00	1,092	0.00
MISCELLANEOUS EXPENSES	2,246	0.00	1,057	0.00	1,057	0.00	1,057	0.00
TOTAL - EE	21,926	0.00	50,677	0.00	50,677	0.00	50,677	0.00
GRAND TOTAL	\$404,925	6.46	\$463,425	7.00	\$463,425	7.00	\$463,425	7.00
GENERAL REVENUE	\$404,925	6.46	\$463,425	7.00	\$463,425	7.00	\$463,425	7.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00	\$0	0.00

FY 2018 LIEUTENANT GOVERNOR

DECISION ITEM DETAIL

Budget Unit	FY 2016	FY 2016	FY 2017	FY 2017	FY 2018	FY 2018	FY 2018	FY 2018
Decision Item	ACTUAL	ACTUAL	BUDGET	BUDGET	DEPT REQ	DEPT REQ	GOV REC	GOV REC
Budget Object Class	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE	DOLLAR	FTE
OFFICE OF LIEUTENANT GOVERNOR								
Additional Office Resources - 1221001								
STAFF ASSISTANT	0	0.00	0	0.00	45,000	1.00	0	0.00
TOTAL - PS	0	0.00	0	0.00	45,000	1.00	0	0.00
TRAVEL, IN-STATE	0	0.00	0	0.00	35,000	0.00	0	0.00
TRAVEL, OUT-OF-STATE	0	0.00	0	0.00	10,000	0.00	0	0.00
COMMUNICATION SERV & SUPP	0	0.00	0	0.00	10,000	0.00	0	0.00
PROFESSIONAL SERVICES	0	0.00	0	0.00	25,000	0.00	0	0.00
TOTAL - EE	0	0.00	0	0.00	80,000	0.00	0	0.00
GRAND TOTAL	\$0	0.00	\$0	0.00	\$125,000	1.00	\$0	0.00
GENERAL REVENUE	\$0	0.00	\$0	0.00	\$125,000	1.00		0.00
FEDERAL FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00
OTHER FUNDS	\$0	0.00	\$0	0.00	\$0	0.00		0.00

NEW DECISION ITEM

Office of the Lieutenant Governor					Budget Unit <u>22101C</u>				
Additional Office Resources DI# 1221001					HB Section <u>12.020</u>				

1. AMOUNT OF REQUEST

	FY 2018 Budget Request				
	GR	Federal	Other	Total	E
PS	45,000	0	0	45,000	
EE	80,000	0	0	80,000	
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	125,000	0	0	125,000	

FTE	0.00	0.00	0.00	1.00
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Est. Fringe	12,285	0	0	12,285
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: None.

	FY 2018 Governor's Recommendation				
	GR	Federal	Other	Total	E
PS	0	0	0	0	
EE	0	0	0	0	
PSD	0	0	0	0	
TRF	0	0	0	0	
Total	0	0	0	0	

FTE	0.00	0.00	0.00	0.00
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Est. Fringe	0	0	0	0
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Note: Fringes budgeted in House Bill 5 except for certain fringes budgeted directly to MoDOT, Highway Patrol, and Conservation.

Other Funds: None.

2. THIS REQUEST CAN BE CATEGORIZED AS:

<input type="checkbox"/> New Legislation <input type="checkbox"/> Federal Mandate <input type="checkbox"/> GR Pick-Up <input type="checkbox"/> Pay Plan	<input checked="" type="checkbox"/> New Program <input type="checkbox"/> Program Expansion <input type="checkbox"/> Space Request <input type="checkbox"/> Other: _____	<input type="checkbox"/> Fund Switch <input type="checkbox"/> Cost to Continue <input type="checkbox"/> Equipment Replacement
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3. WHY IS THIS FUNDING NEEDED? PROVIDE AN EXPLANATION FOR ITEMS CHECKED IN #2. INCLUDE THE FEDERAL OR STATE STATUTORY OR CONSTITUTIONAL AUTHORIZATION FOR THIS PROGRAM.

The appropriation amount for PS will fund an additional FTE. An additional amount of work is expected as new programs will be developed requiring the hiring of additional FTE.

The appropriation amount for EE will fund In-State Travel (Mileage), In-State Travel, Out-of-State Travel, Communication Service and Professional Services (Legal Resources as Needed). Current budget amounts do not accurately reflect the cost of operating the office. Previously, the cost of mileage and travel was not fully accounted for in the operating budget.

NEW DECISION ITEM

Office of the Lieutenant Governor			Budget Unit <u>22101C</u>		
Additional Office Resources			DI# <u>1221001</u>		
			HB Section <u>12.020</u>		

4. DESCRIBE THE DETAILED ASSUMPTIONS USED TO DERIVE THE SPECIFIC REQUESTED AMOUNT. (How did you determine that the requested number of FTE were appropriate? From what source or standard did you derive the requested levels of funding? Were alternatives such as outsourcing or automation considered? If based on new legislation, does request tie to TAFP fiscal note? If not, explain why. Detail which portions of the request are one-times and how those amounts were calculated.)

The additional FTE requested would be tasked with new programs developed in the coming year. This funding level requested for this FTE is in line with the current funding paid to the current FTE with similar duties.

5. BREAK DOWN THE REQUEST BY BUDGET OBJECT CLASS, JOB CLASS, AND FUND SOURCE. IDENTIFY ONE-TIME COSTS.

Budget Object Class/Job Class	Dept Req GR DOLLARS	Dept Req GR FTE	Dept Req FED DOLLARS	Dept Req FED FTE	Dept Req OTHER DOLLARS	Dept Req OTHER FTE	Dept Req TOTAL DOLLARS	Dept Req TOTAL FTE	Dept Req One-Time DOLLARS	E
E00806 - Staff Assistant	45,000						45,000	1.0		
							0	0.0		
Total PS	45,000	0.0	0	0.0	0	0.0	45,000	1.0	0	
140 - Travel, In-State (Mileage)	25,000						25,000			
140 - Travel, In-State	10,000						10,000			
160 - Travel, Out-of-State	10,000						10,000			
340 - Communication Serv & Supp	10,000						10,000			
400 - Professional Services	25,000						25,000			
Total EE	80,000		0		0		80,000		0	
Program Distributions							0			
Total PSD	0		0		0		0		0	
Transfers										
Total TRF	0		0		0		0		0	
Grand Total	125,000	0.0	0	0.0	0	0.0	125,000	1.0	0	

NEW DECISION ITEM

Office of the Lieutenant Governor			Budget Unit <u>22101C</u>							
Additional Office Resources			DI# <u>1221001</u>							
			HB Section <u>12.020</u>							
Budget Object Class/Job Class	Gov Rec GR DOLLARS	Gov Rec GR FTE	Gov Rec FED DOLLARS	Gov Rec FED FTE	Gov Rec OTHER DOLLARS	Gov Rec OTHER FTE	Gov Rec TOTAL DOLLARS	Gov Rec TOTAL FTE	Gov Rec One-Time DOLLARS	E
E00806 - Staff Assistant	0						0	0.0		
							0	0.0		
Total PS	<u>0</u>	0.0	0	0.0	0	0.0	0	0.0	0	
140 - Travel, In-State (Mileage)	0						0			
140 - Travel, In-State	0						0			
160 - Travel, Out-of-State	0						0			
340 - Communication Serv & Supp	0						0			
400 - Professional Services	0						0			
Total EE	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Program Distributions							0			
Total PSD	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Transfers										
Total TRF	<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>		<u>0</u>	
Grand Total	<u>0</u>	0.0	0	0.0	0	0.0	0	0.0	0	