

**FY 2026 Budget Performance Review**  
**445 - Liquefied Petroleum Gas Board**

Version Original  
**Lead Administrator:** Chandra Heitzinger

Date submitted  
**Lead Financial Officer:** Chandra Heitzinger

XX/XX/XXXX

**Agency Mission**

The mission of the Liquefied Petroleum Gas Board is to protect the health and welfare of the citizens of the State of Oklahoma and to promulgate rules relating to safety compliance in the storage, distribution, dispensing, transporting, and utilization of Liquefied Petroleum Gas (LPG) in this state and the manufacture, fabrication, assembly, sale, installation or use in this state of LPG systems, containers, apparatus or appliances. To adopt national safety codes of the National Fire Protection Association (NFPA 58 and 54) and Oklahoma rules. To enforce compliance through administrative penalties. To investigate propane accidents, fires, and explosions.

**Division and Program Descriptions**

*Note: Please define any acronyms used in program descriptions.*

**Division or Program Number and Name**

*Statutory inspections of LP Gas transportation vehicles annually and annual permit renewals*

**FY'25 Budgeted Department Funding By Source**

Dept. #	Department Name	Appropriations	Federal	Revolving	Local <sup>1</sup>	Other <sup>2</sup>	Total
0100001	General Operations			\$396,351			\$396,351
0200001	Tank and Miscellaneous Inspections			\$688,615			\$688,615
8800001	ISD Data Processing			\$23,084			\$23,084
<b>Total</b>		<b>\$0</b>	<b>\$0</b>	<b>\$1,108,050</b>		<b>\$0</b>	<b>\$1,108,050</b>

1. Please describe source of Local funding not included in other categories:

2. Please describe source(s) and % of total of "Other" funding if applicable for each department:

**Balances of Appropriated Funds from Prior Fiscal Years**

3-digit Class Fund #	Class Fund Name	GA Bill # and Section #	Fiscal Year of Original Appropriation	Original Appropriation Amount (\$)	Total Expended Amount as of 8/31/2024 (\$)	Balance as of 8/31/2024 (\$)
N/A						
<i>Total remaining prior year appropriation balance:</i>						<b>\$0</b>

*Report appropriations that have existing balances from all prior fiscal years at the 3-digit class fund number (i.e. 193, 194). Do not report carryover class funds separately. Include appropriations located in disbursing funds. Report PREP, but not ARPA/SRF, appropriations.*

**What changes did the agency make between FY'24 and FY'25?**

1.) Are there any services no longer provided because of budget cuts?

N/A

2.) What services are provided at a higher cost to the user?

N/A

3.) What services are still provided but with a slower response rate?

Investigating complaints, testing applicants, inspections. Due to life safety risks and regulation required by our agency, brought on by the cannabis industry

4.) Did the agency provide any pay raises that were not legislatively/statutorily required?

No

**Appropriation Increase Review**

Appropriation Increase Purpose	Appropriation Increases (Additional to Agency Base Appropriation)			Expenditures	
	FY 2023	FY 2024	Total Amount Received FY 2023-2024	Total Expenditure of Increase as of 6/30/2024	If funds have not been spent, please explain why.
N/A				\$0 \$0 \$0 \$0 \$0 \$0 \$0	
<b>Total:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

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*List appropriation increases that the agency has received in the prior two years. List amounts received in each year. Include PREP, but not ARPA/SRF, appropriations.*

FY'26 Requested Funding By Department and Source							
Dept. #	Department Name	Appropriations	Federal	Revolving	Other <sup>1</sup>	Total	% Change
	N/A	\$0	\$0	\$396,351	\$0	\$396,351	0.00%

FY'26 Top Five Operational Appropriated Funding Increase Requests			
Request by Priority	Request Description	Is this a Supplemental Request? (Yes/No)	Timeframe (One-Time or Recurring)
Request 1: N/A			Top Five Request Subtotal:
Total Increase above FY-25 Budget (including all requests)			\$0
Difference between Top Five requests and total requests:			\$0

What are the agency's top 2-3 capital or technology (one-time) requests, if applicable?		
Description of requested increase in order of priority	Needed State Funding for Project (\$)	Submitted to LRCPC or OCAMP? (Yes/No)
Priority 1 N/A		
Priority 2		
Priority 3		

List any requests for new construction from the Legacy Capital Fund		
Description of requested increase in order of priority	Needed State Funding for Project (\$)	Submitted to LRCPC? (Yes/No)
Priority 1 N/A		
Priority 2		
Priority 3		

Does the agency have any costs associated with the Pathfinder retirement system and federal employees?		
Yes		

How would the agency be affected by receiving the same appropriation for FY '26 as was received in FY '25? (Flat/ 0% change)		
N/A		

How would the agency handle a 2% appropriation reduction in FY '26?		
N/A		

Is the agency seeking any fee increases for FY '26?		
Description of requested increase in order of priority	Fee Increase Request (\$)	Statutory change required? (Yes/No)
Increase 1 N/A		
Increase 2		
Increase 3		

Federal Funds					
CFDA	Federal Program Name	Agency Dept. #	FY 25 budget (\$)	FY 24 actuals (\$)	FY 23 actuals (\$)
					FY 24 budgeted FTE (#)

Federal Government Impact					
1.) How much federal money received by the agency is tied to a mandate by the Federal Government?					
N/A					
2.) Are any of those funds inadequate to pay for the federal mandate?					
N/A					

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**3.) What would the consequences be of ending all of the federal funded programs for your agency?**

N/A

**4.) How will your agency be affected by federal budget cuts in the coming fiscal year?**

N/A

**5.) Has the agency requested any additional federal earmarks or increases?**

N/A

**FY 2025 Budgeted FTE**

Division #	Division Name	Supervisors	Non-Supervisors	\$0 - \$35 K	\$35 K - \$70 K	\$70 K - \$100K	\$100K+
1	General Operations	2	2			2	1
2	Tank and Miscellaneous Inspections		4			4	
88	ISD Data Processing						1
<b>Total</b>		<b>2</b>	<b>6</b>	<b>0</b>	<b>6</b>	<b>1</b>	<b>1</b>

**FTE History by Fiscal Year**

Division #	Division Name	FY 2025 Budgeted	FY 2025 YTD	FY 2024	FY 2023	FY 2022	FY 2016
1	General Operations	4.0	4.0	4.0	4.0	4.0	4.0
2	Tank and Miscellaneous Inspections	4.0	4.0	4.0	4.0	5.0	5.0
88	ISD Data Processing						
<b>Total</b>		<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>8.0</b>	<b>9.0</b>	<b>9.0</b>

**Performance Measure Review**

	FY 2024	FY 2023	FY 2022	FY 2021	FY 2020
<b>Program Name</b>					

**Revolving Funds (200 Series Funds)**

Fund: 20000 Liquefied Petroleum Gas Fund	FY'22-24 Avg. Revenues	FY'22-24 Avg. Expenditures	June '24 Balance
Truck Inspections, Storage Tank Inspections, Permits, Citations, Administrative Fines, Site Plan Reviews, Test Fees	\$1,050,795	\$965,560	\$971,353

**FY 2025 Current Employee Telework Summary**

List each agency physical location (not division), then report the number of employees associated with that location in the teleworking categories indicated. Use "No specified location" to account for remote employees not associated with a site. Use actual current employees (headcount), not budgeted or actual FTE.

**Full-time and Part-time Employees (#)**

Agency Location / Address	City	County	Onsite (5 days onsite, rarely remote)	Hybrid (2-4 days onsite weekly)	Remote (1 day or less weekly onsite)	Total Employees
2501 N Lincoln Blvd, Ste 218	Oklahoma City	Oklahoma	3		5	8
<b>Total Agency Employees</b>						<b>8</b>