




Internal Service Fund Rate Committee Information Packet
for Committee Meetings Scheduled September 2020 

August 26, 2020; Revised 9/2/2020
Rates for Fiscal Year 2022

Rate Committee Members and Customers,

The Department of Administrative Services (DAS) provides essential services to state agencies, higher education institutions and technical colleges, school districts, and political subdivisions. Most of these services are provided by divisions that operate as Internal Service Funds (ISF). In other words, these divisions charge a rate for service. While these divisions provide hundreds of services, DAS is proposing changes to rates for some of the services associated with three divisions for FY 2022:

- Facilities Construction and Management proposes rate changes for 20 out of over 200 programs, and three new programs or scope changes.
- Risk Management is proposing rate increases in four of its programs: a small overall Liability rate increase to address actuarial loss projections and rising excess liability insurance costs; a more substantial Property rate increase to implement actuarial projections and cover the increasing costs of excess property insurance; a relatively small Auto Physical Damage increase to accomplish actuarial loss projections; and a considerable increase in Workers Compensation rates to address the financial impact of recent state legislation that created presumptive coverage for first responders that contract COVID-19.
- Fleet Operations proposes an increase to the retail and state-owned fuel rate. This increase is intended to address losses related to COVID-19; costs associated with unfunded Federal- and State-mandated fuel site upgrades; and remediation costs. State Travel proposes an increase for airline reservations. This change primarily addresses losses experienced due to the travel ban during COVID-19.

Information about these divisions and rate changes is provided as part of this packet. Additional information is provided for the Division of Finance and the Division of Purchasing and General Services, although neither division is proposing changes to its rates.

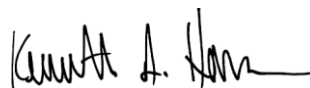
Statute requires a DAS division that operates as an internal service fund submit a rate and fee schedule annually to a rate committee with members, appointed by the Governor, that use services and pay rates to the department. The rate committee recommends proposed rate and fee schedule changes to the Governor's Office and the Legislature.

The intention of this packet is to inform both the rate committee members and agency customers as to rate changes proposed by the department prior to rate committee meetings. Should you have any questions or concerns, please feel free to contact DAS at 801-957-7171.

Respectfully,



Tani Pack Downing
Executive Director
Utah Department of Administrative Services



Kenneth A. Hansen
Deputy Executive Director
Utah Department of Administrative Services



Revisions to the
2020 DAS Rate Committee Information Packet for FY 2022 Rates

Rev. 9/2/2020

Section	Page	Slide	Change Description
Revisions	ii	N/A	New page
Table of Contents	v	N/A	Add "Revisions to the Information Packet – 9/2/2020"
Impact Summary	13	N/A	Add the "Workers Comp" column
Risk Management	93	34	"Approve workers compensation rate" change from "~5%" to "\$402,257"
Fleet Operations	123	9	Decreases: <ul style="list-style-type: none"> the estimated Net Income by \$10,900 for FY 2022 and FY 2023; the estimated Retained Earnings by \$10,900 for FY 2022, and \$21,800 for FY 2023
Fleet Operations	123	10	Correct impact amounts to match Impact Summary (page 13): <ul style="list-style-type: none"> change Retail Fuel Sites total from \$449,171 to \$443,171; change State-Owned Sites total from \$370,878 to \$365,978; change Total from \$820,049 to \$809,149
Fleet Operations	127	18	Correct impact change to match Impact Summary (page 13) and Fuel Network Rates (page 123, slide 10): <ul style="list-style-type: none"> change Approve Fuel Network Retail Rate from \$449,171 to \$443,171; change Approve Fuel Network State Owned Rate from \$370,878 to \$365,978
Fleet Operations	135	N/A	Decreases: <ul style="list-style-type: none"> the estimated Net Income by \$10,900 for FY 2022 and FY 2023; the estimated Retained Earnings by \$10,900 for FY 2022, and \$21,800 for FY 2023

DAS Programs

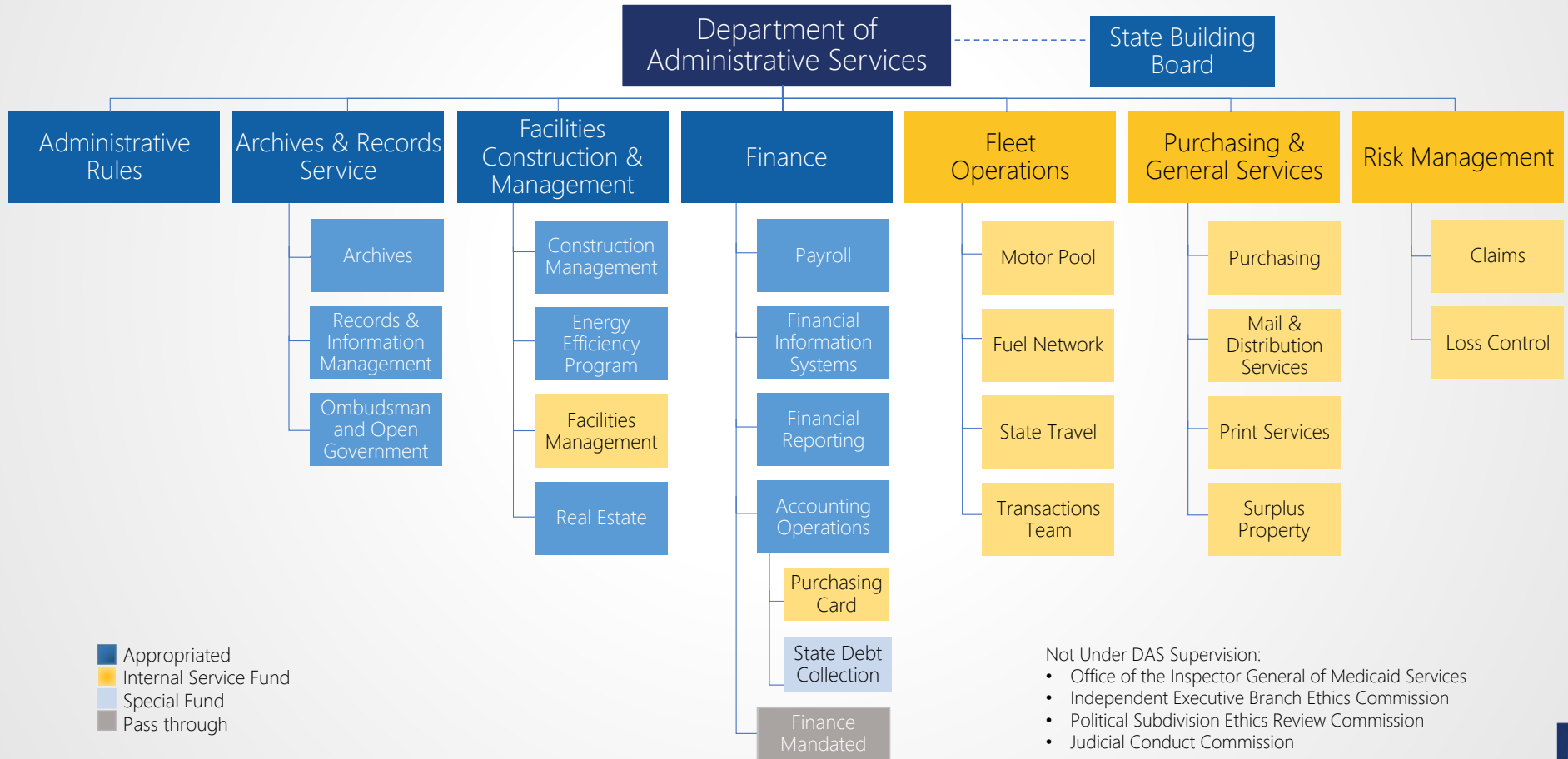


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OPMA Written Determination and Agendas



Written Determination Made Pursuant to Utah Code §§ 52-4-207(4) and (5)

I, Todd E. Kiser, Chair of the Department of Administrative Service (DAS) Rate Committee (Committee), have determined that the September 9, 2020, meeting of the Committee will be held electronically without an anchor location pursuant to Utah Code §§ 52-4-207(4) and (5). I make this determination because of substantial risk to the health and safety of those who may be present at an anchor location.

This determination is based on the following facts:

1. Utah is currently dealing with COVID-19, which has been determined to be a pandemic. COVID-19 is extremely contagious and can be deadly to those who contract it, especially those of advanced age and underlying health conditions.
2. The DAS offices are in Salt Lake County, which is currently in the State's yellow low-level risk category. This limits the size of public gatherings to fewer than 50 people and requires the wearing of masks and social distancing.
3. A vast majority of DAS staff and the members of the Committee are teleworking to avoid unnecessary contact with others.
4. The meeting room is insufficient to ensure social distancing and reasonably safe accommodation of the Committee and the public.
5. The Committee uses an electronic platform which allows interested parties to view the meeting, hear discussions and provide written comment.

This determination expires 30 days from the date it is issued.

Dated this 26th day of August, 2020.



Todd E. Kiser
Chair of the Department of Administrative Services Rate Committee



State of Utah

GARY R. HERBERT
Governor

SPENCER J. COX
Lieutenant Governor

Department of Administrative Services

TANI PACK DOWNING
Executive Director

KENNETH A. HANSEN
Deputy Executive Director

MARILEE P. RICHINS
Deputy Executive Director

Agenda

DAS FY2022 Internal Service Fund Rate Review Committee Meeting

DATE: Wednesday, September 9, 2020
TIME: 9:00 a.m.
PLACE: Google Meet Virtual Meeting – to view or make a comment at the meeting, see notice below

I. Committee Business:

- a. Welcome – Todd Kiser, Insurance Commissioner and 2018-2019 Rate Committee Chair
- b. Determination Made Pursuant to Utah Code § 52-4-207
- c. Election of a New Chair
- d. Approval of minutes of September 11, 2019
- e. Open and Public Meetings Act Training –Attorney General's Office
- f. Overview of DAS and Rate Committee Responsibilities – Ken Hansen, Deputy Executive Director, Department of Administrative Services

II. Presentation by DAS Internal Service Funds

- a. **Finance** – Janica Gines, Assistant Director
 - Purchasing Card program
 1. Presentation
 2. Discussion
 - a. Committee
 - b. Public
 3. Action Items – Vote on FY 2022 Rates
- b. **Purchasing and General Services** - Christopher Hughes, Division Director
 - Cooperative Contracts program
 - State and Federal Surplus Property programs
 - Print Services program
 - State Mail and Distribution Services program
 1. Presentation
 2. Discussion
 - a. Committee
 - b. Public
 3. Action Items – Vote on FY 2022 Rates
- c. **Facilities Construction and Management** – Nick Radulovich, Assistant Division Director
 - Facilities Maintenance program
 1. Presentation
 2. Discussion
 - a. Committee
 - b. Public
 3. Action Items – Vote on FY 2022 Rates and Rate Changes

- d. **Risk Management** – Brian Nelson, Division Director
 - Liability Insurance program
 - Property Insurance program
 - Auto Insurance program
 - Workers Compensation program
 - Learning Management System (LMS)
 - 1. Presentation
 - 2. Discussion
 - a. Committee
 - b. Public
 - 3. Action Items – Vote on FY 2022 Rates and Rate Changes
- e. **Fleet Operations** – Stewart Cowley, Division Director
 - Motor Pool program
 - Fuel Network program
 - State Travel Office program
 - Transactions team program
 - 1. Presentation
 - 2. Discussion
 - a. Committee
 - b. Public
 - 3. Action Items – Vote on FY 2022 Rates and Rate Changes

Subsequent Meetings (if necessary)

Wednesday, September 16, 2020, Google Meet virtual meeting, 9:00 a.m.

Friday, September 25, 2020, Google Meet virtual meeting, 9:00 a.m.

COMMITTEE MEMBERS

Richard Amon, Chief Financial Officer, Utah System of Higher Education

Mark Brasher, Deputy Director, Department of Human Services

Joseph Brown, Division Director, Department of Public Safety

Todd Kiser, Commissioner, Department of Insurance

Jacelon Maughan, Commissioner, Labor Commission

Chris Parker, Executive Director, Department of Commerce

Richie Wilcox, Budget and Financial Operations Specialist, Governor's Office of Management and Budget

Notice: A written determination has been made pursuant to Utah Code §§ 52-4-207(4) and (5) that conducting the meeting with an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location. To view or make a comment at this meeting, **register before 12:00 Noon, September 8, 2020**, using the form at https://docs.google.com/forms/d/e/1FAIpQLSdKBEwdKOwxqpr5B5n7AJ97H51_waWQJSWsvBkhaYCCDWGYQ/viewform?usp=pp_url. A link for the meeting will be provided to those who register before the deadline.

ADA Notice: In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Ms. Melissa Brown at the Department of Administrative Services, 4315 S 2700 W FL 3, Salt Lake City, Utah 84129-2138, or call 801-957-7171, at least three (3) business days prior to the meeting.



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Deputy Executive Director

Agenda

DAS FY2022 Internal Service Fund Rate Review Committee Meeting #2 (If Needed)

DATE: Wednesday, September 16, 2020
TIME: 9:00 a.m.
PLACE: Google Meet virtual meeting

- I. Committee Business:**
 - a. Welcome – Rate Committee Chair
 - b. Approval of minutes
- II. Follow up Presentations by DAS Internal Service Funds as needed**
 - a. Continuation of items remaining from the September 9 agenda that may include a discussion of rates for the Divisions of Finance, Purchasing and General Services, Facilities Construction and Management, Risk Management, and Fleet Operations – Ken Hansen, Deputy Executive Director and Division Directors
 - 1. Follow up presentation
 - 2. Discussion
 - a. Committee
 - b. Public
 - 3. Action Items – Vote on FY 2022 Rates and Rate Changes

Subsequent Meetings (if necessary)
Friday, September 25, Google Meet virtual meeting, 9:00 a.m.

COMMITTEE MEMBERS

Richard Amon, Chief Financial Officer, Utah System of Higher Education
Mark Brasher, Deputy Director, Department of Human Services
Joseph Brown, Division Director, Department of Public Safety
Todd Kiser, Commissioner, Department of Insurance
Jaceson Maughan, Commissioner, Labor Commission
Chris Parker, Executive Director, Department of Commerce
Richie Wilcox, Budget and Financial Operations Specialist, Governor's Office of Management and Budget

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TANI PACK DOWNING
Executive Director

KENNETH A. HANSEN
Deputy Executive Director

MARILEE P. RICHINS
Deputy Executive Director

Agenda

DAS FY2022 Internal Service Fund Rate Review Committee Meeting #3 (If Needed)

DATE: Friday, September 25, 2020
TIME: 9:00 a.m.
PLACE: Google Meet virtual meeting

- I. Committee Business:**
 - a. Welcome – Rate Committee Chair
 - b. Approval of minutes
- II. Follow up Presentations by DAS Internal Service Funds as needed**
 - a. Continuation of items remaining from the September 9 agenda that may include a discussion of rates for the Divisions of Finance, Purchasing and General Services, Facilities Construction and Management, Risk Management, and Fleet Operations – Ken Hansen, Deputy Executive Director and Division Directors
 - 1. Follow up presentation
 - 2. Discussion
 - a. Committee
 - b. Public
 - 3. Action Items – Vote on FY 2022 Rates and Rate Changes

COMMITTEE MEMBERS

Richard Amon, Chief Financial Officer, Utah System of Higher Education
Mark Brasher, Deputy Director, Department of Human Services
Joseph Brown, Division Director, Department of Public Safety
Todd Kiser, Commissioner, Department of Insurance
Jaceson Maughan, Commissioner, Labor Commission
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FY 2022 DAS Rate Impact Summary



DAS FY 2022 Impacts for Proposed Rates

Rev. 9/2/2020

The Department of Administrative Services (DAS) is requesting rate changes for those Internal Service Fund (ISF) programs identified at the top of the table columns. The proposed changes will impact agencies as indicated below. The rates for other DAS ISF programs are not affected.

Agency/Customer	DFCM	Fleet Operations		Risk Management				Grand Total
	Op. & Maint.	State Travel	Fuel Network	Auto	Liability	Property	Workers Comp	
011 Senate		26			504	234	343	1,107
012 House of Representatives		165			(2,313)	486	428	(1,234)
013 Legislative Printing					(5,887)	283		(5,604)
014 Legislative Research & General Counsel		18			2,732	250	2,516	5,516
015 Legislative Fiscal Analyst		284			1,091	64	802	2,241
016 Legislative Auditor General					1,605	147	1,050	2,802
017 Legislative Services							218	218
020 Judicial Branch	537,717	361	1,716	96	37,028	5,277	17,287	599,482
030 Capitol Preservation Board		4			(6,032)	(147,921)	167	(153,782)
050 State Treasurer		20	45	(39)	2,389	98	634	3,147
060 Governor's Office		858	205	(430)	(161,645)	3,065	3,022	(154,925)
061 Governor's Office of Energy		516	5	(201)			337	657
063 Governor's Office of Economic Development		203	147	67	(8,633)	358	1,982	(5,876)
065 Utah Science Technology & Research Initiative		39	6	(188)	(7,116)		93	(7,166)
080 Attorney General	90,051	359	1,438	397	70,347	814	13,082	176,488
090 Utah State Auditor		61	21	(31)	3,947	244	1,244	5,486
100 Dept of Administrative Services	1,026,081	297	5,236	(2,807)	(187,429)	79,118	9,199	929,695
110 Dept of Technology Services	747,595	179	703	555	20,856	48,773	19,362	838,023
120 Tax Commission	18,050	222	1,503	2,317	22,187	2,127	10,627	57,033
130 Career Service Review Office					232	6	51	289
140 Dept of Human Resource Management	110,546	17			18,758	63	2,512	131,896
170 Navajo Trust Administration		3	958	1,268	4,267	196	245	6,937
180 Dept of Public Safety	252,109	570	51,357	16,098	204,913	4,556	25,007	554,610
190 Utah National Guard		550	2,507	1,143	(12,221)	18,942	4,737	15,658
200 Dept of Human Services	80,837	777	7,709	(4,268)	360,049	(8,367)	57,656	494,393
270 Dept of Health		974	663	(574)	(41,747)	1,442	22,039	(17,203)
400 Utah State Board of Education		614	1,200	(802)	(93,647)	3,882	15,309	(73,444)
410 Dept of Corrections	34,497	383	16,351	(2,967)	558,920	(31,225)	44,162	620,121
430 Board of Pardons & Parole		5	90	(109)	(4,896)	280	905	(3,725)
450 Dept of Veterans' & Military Affairs	141,000	43	792	416	6	(1,590)	667	141,334
480 Dept of Environmental Quality		208	890	42	2,633	12,587	8,311	24,671
510 State Board of Regents					(6,380)	7,412		1,032
540 School & Institutional Trust Fund Office		54			(146)	17	207	132
550 School & Institutional Trust Lands Admin		57	920	(545)	3,394	269	1,734	5,829
560 Dept of Natural Resources	30,297	644	41,142	(50,139)	138,219	302,717	23,612	486,492
570 Dept of Agriculture & Food	417,165	318	7,107	(2,739)	29,580	842	4,915	457,188
590 Public Lands Policy Coordination Office		42	202	(56)	(1,622)	(135)	403	(1,166)
600 Dept of Workforce Services	183,498	344	1,993	(2,459)	(21,707)	7,737	33,218	202,624
650 Dept of Alcoholic Beverage Control		20	221	53	44,357	16,981	4,869	66,501
660 Labor Commission	42,091	88	679	(684)	13,389	722	2,335	58,620
670 Dept of Commerce	75,807	127	401	(503)	42,242	973	5,105	124,152
680 Dept of Financial Institutions					11,941	167	1,282	13,390
690 Dept of Insurance	165,244	220	256	(369)	12,697	116	2,053	180,217
700 Public Service Commission	7,551	94			1,330	360	475	9,810
710 Dept of Heritage & Arts		45	799	2,272	(7,819)	15,376	2,777	13,450
810 Dept of Transportation	37,000	436	93,501	(30,462)	203,400	70,854	55,017	429,746
930 Utah Communications Authority			1,295	524	4,163	55,621		61,603
962 GOV Inland Port Authority							193	193
964 GOV Point of Mtn St Land Authority							68	68
Higher Education		6,978	38,525	20,055	571,701	3,151,149		3,788,408
Non-State Entities		2,292	342,810	363	5,075	836		351,376
School Districts		143	185,756	192,380	(1,751,299)	1,619,041		246,021
Grand Total	3,997,136	19,658	809,149	137,674	73,413	5,245,244	402,257	10,684,531

KEY: "DFCM" means Division of Facilities Construction and Management

2019 ISF Rate Committee Meeting Minutes

For the meeting held Wednesday, September 11, 2019



PENDING

Department of Administrative Services

FY 2021 Rate Committee Meeting Minutes

September 11, 2019, 9 AM to 12 Noon

Utah State Capitol – Room 445

Committee Members:

Chair Todd Kiser, Commissioner, Department of Insurance

Becky Bradshaw, Comptroller, Department of Transportation

Joseph Brown, Division Director, Department of Public Safety

Scott Jones, Deputy Superintendent, Utah Board of Education

Richie Wilcox, Budget and Finance Operations Specialist, Governor's Office of Management and Budget

Jacson Maughan, Commissioner, Labor Commission, and

Mark Brasher, Deputy Director, Department of Human Services

Attendees: Ken Hansen, Paul Tonks, Tani Downing, John Reidhead, Cory Weeks, Windy Aphayrath, Chris Jennings, Dave Williams, Mark Yeschick, Shuai Wang, Jake Hennessy, Scott Whitney, Nick Radulovich, Ryan Huntsman, Michael Jones, Kristin Phillips, Jim Russell, Darin Dennis, Brian Jensen, Brian Nelson, Stewart Cowley, Kathy Clements, David Lund, Rod Morris, Jonathan Stutz, Brian Wikle, Robert Slade, Christopher Hughes

Welcome and Approval of Minutes

Chair Kiser welcomed everyone to the FY21 Department of Administrative Services (DAS) Rate Committee meeting. He introduced each committee member and thanked them for participating.

There is a correction to the September 12, 2018, minutes. The error was on page 9, 4th paragraph, last sentence. Remove "get" after "Risk Management" so that the sentence reads, "Commissioner Kiser would like to have Risk Management have the agencies engage in training to mitigate losses."

Mr. Jones motioned to approve the corrected minutes. Mr. Brasher seconded the motion and the motion was approved by the Committee.

Open Public Meeting Training

Paul Tonks, Assistant Attorney General, provided training on the Open and Public meetings act for the Committee.

Overview of DAS & Rate Committee Responsibilities

Ken Hansen, Deputy Director of the Department of Administrative Services, thanked the committee members for their participation. He also thanked Dave Williams, DAS Finance Director, and Mark Yeschick, Financial Manager, for their efforts along with several others in getting all of the information ready for the Rate Committee meeting. There were three changes to the rate packet, those changes were provided to the Committee and posted to the Public Meeting Notice (PMN) website. The corrections included: the rate impact, the program information for Risk Management, and updates to some of the building names for Division of Facilities and Construction Management (DFCM).

Mr. Hansen provided an overview of the responsibilities for DAS and the Committee. He also thanked all of the employees of DAS for their hard work. DAS services help agencies to provide services to their customers. Mr. Hansen shared the DAS new mission, vision and values with the Committee. Then turned the time over to the ISF Divisions for rate presentations.

Division of Finance

John Reidhead, Director of the Division of Finance, reviewed the purchasing card program which provides a cost-efficient method of making purchases with usage increasing over 3% in 2018. Part of the purchasing card program includes a rebate for state agencies. The net rebate sent to state agencies was \$330,966 which is down by 4%. Mr. Reidhead also reviewed the retained earnings with the Committee. There was no rate recommendation for the FY21 rates. Mr. Hansen asked that the committee approve the existing rate.

Chair Kiser asked if agencies had a year to spend the rebate money and when does US Bank rebate the funds. The rebate is received by Finance in March or April then the rebate for each agency is determined. The rebate is then given to the agencies around May. Mr. Hansen mentioned this is discussed with agencies during their DAS customer service meeting.

Chair Kiser then asked for a motion to approve the existing purchasing card rate. Commissioner Maughan motioned to approve the purchasing card rate. Mr. Jones seconded the motion and the motion was approved by the Committee.

Division of Facilities Construction and Management (DFCM)

Nick Radulovich, Assistant Director of the Division of Facilities Construction and Management, reviewed the facilities management rate, new program and scope changes, the facilities management labor rate and existing rates. By using a regionalized approach, DFCM can provide more services to state agencies. DFCM is asking for 11 rate increases for facility management throughout the State. Examples of need are as follows: the Layton Department of Workforce Services building has been through several severe snowstorms that have affected the building. The Utah State Developmental Center is a large campus and needs more attention than has been previously provided. Mr. Brasher said that many of the buildings are very old and do need more maintenance.

There are a four new program and scope changes for this year which include additional square footage on two buildings and two new buildings.

Mr. Radulovich then provided the facilities management labor rates which are for services that are outside of the Operations and Maintenance (O&M) rate. For example, the Department of Agriculture and Food asks for filter changes on their granary in Ogden. Mr. Wilcox asked about the garage rates. Are these to improve retention or are they the going rate? Mr. Radulovich said these are to cover for items that DFCM does not normally provide as part of the O&M and to cover the cost of the compensation package. Mr. Brasher asked about the cost per square foot (\$4.65) is that the same as the O&M rate. Mr. Radulovich indicated, yes, it is the same rate.

Chair Kiser asked if there was any public comment or questions. There was no public comment or further questions.

Chair Kiser then asked for a motion to approve the rate changes in the three areas and approve the existing rates. Mr. Brasher motioned to approve the rates, Ms. Bradshaw seconded the motion and the Committee approved the motion.

Division of Risk Management

Brian Nelson, Director of the Division of Risk Management, and Darin Dennis, Assistant Director of the Division of Risk Management, reviewed the liability program, property premiums, auto premiums, the worker's compensation program and the learning management system (LMS). Mr. Nelson also introduced Mr. Rod Morris, the actuary and Mr. Jonathan Stutz, the insurance provider who are available to help answer any questions.

Liability Program

Mr. Nelson mentioned that most states do not have this type of a risk management program as Utah and that state agencies in some states bear these types of costs. Utah utilizes a risk management pool and there are four groups in the pool. Utah's premiums are lower because of the size of the pool and those participants. Rates can change based on increased claims costs, claims rolling off the agencies history after five years and market changes. The Liability Fund has had a couple of transfers from Workers Compensation. There is a \$6 million shortage in the liability fund due to increased claim costs with school districts (losses and premium per pupil count) and higher education (losses and premium per pupil count). Chair Kiser asked why the incurred but not reported (IBNR) in FY17 is so high. Some claims have lagged depending upon the nature of the claim, basically those have been budgeted for by the actuary. Mr. Dennis mentioned that this includes bulk which is unforeseen knowledge on potential claims. Mr. Nelson said Risk is requesting a liability rate increase, next year Risk projects the program will have positive retained earnings. Rate recommendations are for school districts/charter schools, UDOT, Higher Education and other agencies. Mr. Nelson mentioned that Title IX claims are part of what makes up the increase for higher education. Mr. Brasher asked how the economy affects these claims. Mr. Nelson said that it is not uncommon when there is a downturn in the economy and layoffs for there to be more employment type claims. Title IX and civil rights claims are not normally affected by the economy. Higher education's claim experience has been increasing due to the varied and complex nature of their operations and population. Unless there are some larger claims which could always happen, the State should be fine. Chair Kiser mentioned that fraud increases during economic downturns. Mr. Wilcox asked if the spikes are random or if this is a trend. Mr. Nelson said he feels there is an increase in civil rights claims among law enforcement, corrections, higher ed (Title IX) and school districts. The state does not have tort limits on those types of claims. The Liability Fund's exposure has also increased due to judicial erosion and legislative changes to governmental immunity protections that are affecting this as well.

Property Program

Mr. Nelson said that property premiums were previously based on factors that were allocated to each building. This was looked at again and Risk is now recommending an actuarial based process. Risk Management is recommending that this be phased in over three years. Mr. Dennis said that the property fund has excess retained earnings, and, as Risk phases in the new process, it anticipates this will make the process more equitable. Chair Kiser said the Emergency Management Committee made several strong recommendations regarding earthquakes and the State is extremely underfunded in this area. Mr. Wilcox asked about the earthquake liability and what Risk is doing with the recommendations from the audit? Mr. Nelson mentioned this is one of Risk Management's strategic projects for the year. Risk Management met with the Federal Emergency Management Agency (FEMA), the Division of Emergency

Management (DEM) and the State's insurance broker. Risk Management is also getting information from other entities to look at this. This group is now meeting bi-weekly to discuss this and will have more information at a later time. The broker will also make recommendations, which will be presented to this committee, the Governor's office and the Legislature. Mr. Dennis said that Risk Management currently insure \$36 billion of buildings and contents, and its broker is recommending quake coverage limits of at least \$1.5 billion. Chair Kiser asked for any public comment on this item, there was none.

Auto Program

Mr. Dennis said that this is the second year Risk has used an actuary to calculate the auto rates. He mentioned Risk is asking for a 6.8% rate increase on auto premiums. There has been a Worker's Compensation transfer to retained earnings for auto premiums. Risk Management asked the actuary to change the weighting for vehicles. This change is based on internal claim data. The cost of repairing a vehicle since 2010 has increased 47%. Risk Management has seen higher losses with State agencies, which is why Risk has asked for an increase. Chair Kiser asked if there were any questions or public comment on this item. There was no public comment or questions from committee or the public.

Workers Compensation Program

Risk Management is not requesting any change to the Workers Compensation rates. Chair Kiser asked if there were any questions or public comment on this item. There was no public comment or questions from committee or the public.

Learning Management System

Mr. Dennis explained that the learning management system (LMS) is a statewide learning portal. It is used for driver awareness training along with other types of statewide training for staff. Staff from Risk Management assist other agencies with implementation and system issues. There is an hourly garage rate but there is no change in the rate. Chair Kiser asked if there were any questions or public comment on this item. There was no public comment or questions from committee or public.

Mr. Wilcox asked what mitigation efforts are being used to lower claims in general for the State. Mr. Nelson mentioned there are still only three inspectors even though the number of buildings has increased. Risk Management has elevated life/safety issues and follow up on these areas including recommendations to the impacted entity. Training increases awareness. In the context of employment claim mitigation, the division has arranged to bring in the AG's office to provide prelitigation consultation, which has resulted in a decrease in claim costs. Doing this with smaller school districts and charter schools has helped. Risk Management is also doing inspections of the state's major assets and increased communication. Chair Kiser thanked Risk Management for implementing that program because it really does help.

Chair Kiser asked if there were any questions or public comment on this item. There was no public comment or questions from committee or public. He then asked for a motion to approve the Risk Management rates and increases. Mr. Brown motioned to approve the rates and increases, Ms. Bradshaw seconded the motion and the Committee unanimously approved.

Division of Fleet Operations

Stewart Cowley, Director of the Division of Fleet Operations, reviewed the four Fleet Operations programs including motor pool, fuel network, state travel and the transaction team and each has a rate change.

Motor Pool Program

Mr. Cowley mentioned the Division has been bringing the debt to the general fund down and continue to watch this. The motor pool lease rate in the past has had a varying rate on the residual. This is now set at 25%. Fleet Operations has reduced the number of vehicle classes making this more standard and easily defined. It was determined that some of Fleet's customers were over paying for sedans that are driven around town. Others were under paying for vehicles that are used for more heavy duty uses. Category changes have been made. Chair Kiser asked if there were any questions or public comment on this item. There was no public comment or questions from committee or public.

Fuel Program

Mr. Cowley explained the fuel network has been in place for 25 years and there were over 700 fuel sites operated at that time. There are now 239 state fuel sites with a variety of tanks including above and below ground. Other governmental entities besides the State can take advantage of the fuel network and fuel cards. Users can use a commercial or state-owned site to refuel fleet vehicles. Fleet Operations encourages governmental entities to use the state sites because of the cost savings. To encourage staff to use the state sites versus commercial sites, there is a Fleet Operations smartphone application that identifies state sites as the first refueling option. Chair Kiser suggested this is an area where savings could be worked on. Mr. Cowley mentioned that Fleet Operations now has a new fuel card provider and Fleet will be swapping out cards for over 40,000 users. The new fuel card provider has a dashboard so that management can coach and encourage use of the state sites with staff. Mr. Brown mentioned the Department of Public Safety has tried to use state sites so that they can save money. Mr. Cowley said that some sites have not been accessible and Fleet Operations has been working on this so those sites can be more utilized. Mr. Brasher asked that with the app, Fleet Operations could work with DTS so the app is preloaded on state supplied cell phones so that employees will have it. He also mentioned it can be difficult when there is not a state fueling site near your location. Mr. Hansen said that this is one of the items the Executive Director's Office will be discussing with agencies during the DAS customer service meetings.

The State no longer has any Compressed Natural Gas (CNG) sites as it is moving to electric vehicles. Mr. Brasher asked if Fleet is no longer purchasing CNG vehicles. The State is no longer purchasing CNG vehicles. Mr. Brown asked what happened with CNG. Mr. Cowley said the biggest problem was fuel sites, it was intimidating to pump the fuel, and infrastructure never kept up making it difficult to use for the public. Fleet Operations is proposing a fixed rate for the fuel network. Until now, Fleet Operations used a percentage rate plus a few cents, so Fleet Operations was either under or over collecting. In the past, Fleet Operations has paid penalties to the Internal Revenue Service (IRS) for over collecting. The environmental impact has changed over the 25 years since the fuel network was implemented. Fleet Operations now has staff who monitor and repair the fuel sites. Fleet Operations has been upgrading sites which has a cost and the division is trying to stabilize the fuel network retained earnings. By adjusting rates, Fleet Operations can get back to positive retained earnings.

Mr. Brown asked if the \$977,823 is for the total program or is that an increase. Mr. Cowley indicated that it is the overall program total using the fixed rate impact. It was also asked if with the higher net income (by collecting the \$977,823) would put the Fuel Network above the retained earnings limit. Mr. Cowley explained the average loss has been around \$1 million, and Fleet has given funds back to the general fund and the Feds. By using the flat rate, it makes it easier to see how the non-fuel costs that affect the rate. With the new fuel card program there will also be some efficiencies and Fleet Operations could possibly reduce staffing. By automating this process, it is now data driven, including the actual fuel tanks so that

Fleet Operations is no longer manually monitoring the tank (dipstick method). The cost for fuel at State sites is \$0.12 per gallon or \$0.23 per gallon if it is a low use site and \$0.23 for commercial sites.

Chair Kiser asked if there were any questions or public comment on this item. There was no public comment or questions from committee or public.

State Travel Program

Mr. Cowley explained by using State Travel, state agencies are getting not only travel services, but the travel agents are also purchasing agents so they know per diem rates as well. State Travel also provides duty of care services. This means that if there is a storm or issue with travel, the agents will work with staff to get them to and from their destination safely. Mr. Brasher asked why there are more airline tickets vs hotel bookings in the rate presentation. There are times when staff can book their own hotels, i.e. conference hotel or in-state hotels.

State Travel has entered into a new contract with Christopherson Travel and now there is a new fee with this contract. There is now a car only or car/hotel booking fee of \$8. The airline or airline/car/hotel booking fee remains unchanged at \$26. This rate is a pass through to the agencies. Mr. Jones asked if staff book through State Travel for a car/hotel/airfare that is \$26, if a new person takes over the car reservation do you get charged again. Mr. Cowley responded no, the \$26 fee is only charged once. It is charged on each different transaction.

Chair Kiser asked if there were any questions or public comment on this item. There was no public comment or questions from committee or public.

Transaction Team

Mr. Cowley briefed the Committee on a service that can be provided by the Transaction Team. This is a team of staff who are experts in the Finet processes. This is an audited product. Fleet Operations is the Transactions Team's second largest customer by transaction volume, with DFCM being the largest. This is a new service with a new rate of \$46. Fleet Operations would like to start offering this service to other agencies should they need it. It is a paperless process and the majority of the staff telework. Mr. Bradshaw asked who this group reports to. Mr. Cowley explained the team is not part of Finance, but Fleet Operations and work closely with Finance. Ms. Downing, Executive Director of the Department of Administrative Services, provided the history behind this group. DAS consolidated its budget and accounting staff several years ago. This core group was kept and the other services were sent back to the agency divisions. Now because there are standardized processes which are paperless, Fleet Operations can offer this service to some of the smaller agencies for a fee.

Chair Kiser asked if there were any questions or public comment on this item. There was no public comment or questions from committee or public. Chair Kiser then asked for a motion to approve the Fleet Operations rates. Mr. Wilcox motion to approve the rates, Commissioner Maughan seconded the motion and the Committee approved unanimously.

Division of Purchasing and General Services

Chris Hughes, Director of the Division of Purchasing and General Services, reviewed the purchasing and general services rates which include cooperative contracts, state/federal surplus property, print services and mail and distribution services.

Cooperative Contracting Program

Chair Kiser commended and thanked DAS Purchasing for their services. Consistently Purchasing and General Services has been above the retained earnings. There is no rate recommendation for the cooperative contracts program.

Surplus Property Programs

Surplus Property returned to agencies over \$4 million and saved over \$400,000 for law enforcement agencies through the 1033 program. Surplus also saved Utah governmental agencies over \$1 million through the Federal donation program. As the property around the current state prison site will be developed, Surplus will need to move its facilities. Surplus will need retained earnings to help with that move. There are no rate recommendations for the Surplus programs.

Print Services Program

The Print Services program provides a copier lease program and a copy center for state use. There are no rate recommendations for the Print Services program.

State Mail and Distribution Services Program

State Mail processes over 22 million pieces of mail for state agencies with over \$1 million in cost avoidance for processing mail for the United States Postal Service. There are no rate recommendations for State Mail.

Chair Kiser asked if there were any questions or public comment. There was no public comment or questions from committee or the public. Chair Kiser then asked for a motion to approve the existing rates for Purchasing and General Services. Mr. Brasher motioned to approve the existing rates, Commissioner Maughan seconded the motion and the Committee approved unanimously.

There are two more Rate Committee meetings scheduled which are not needed since all DAS rates have been approved. Those meetings will be canceled.

Adjourn

Chair Kiser asked for a motion to adjourn the meeting. Mr. Brasher motioned and the meeting was then adjourned.

Division of Finance

Purchasing Card



Finance

Purchasing Card

Purchasing & General Services
Facilities Construction & Management
Risk Management
Fleet Operations



Finance -- slide 1

Purchasing Card



The purchasing card provides an efficient, cost-effective method of purchasing and payment



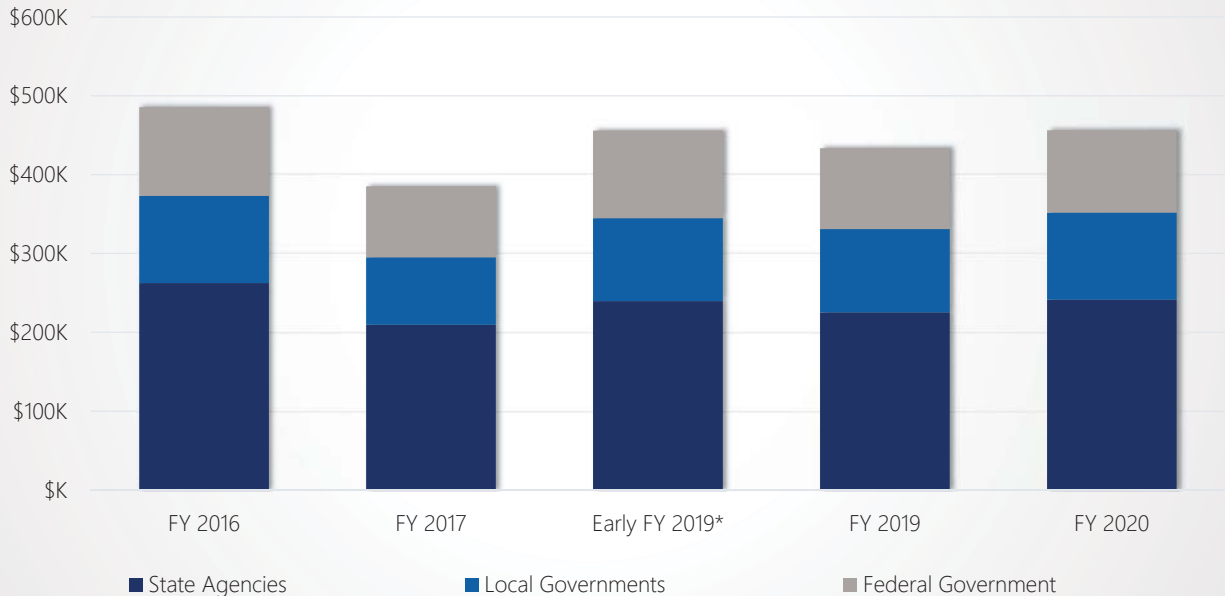
Total purchasing card usage was \$33.41 million in CY2019 (1.95% increase)



The net rebate sent to State agencies and local governments was \$351,920 (6% increase)



Rebates to State Agencies (Net of Program Costs)



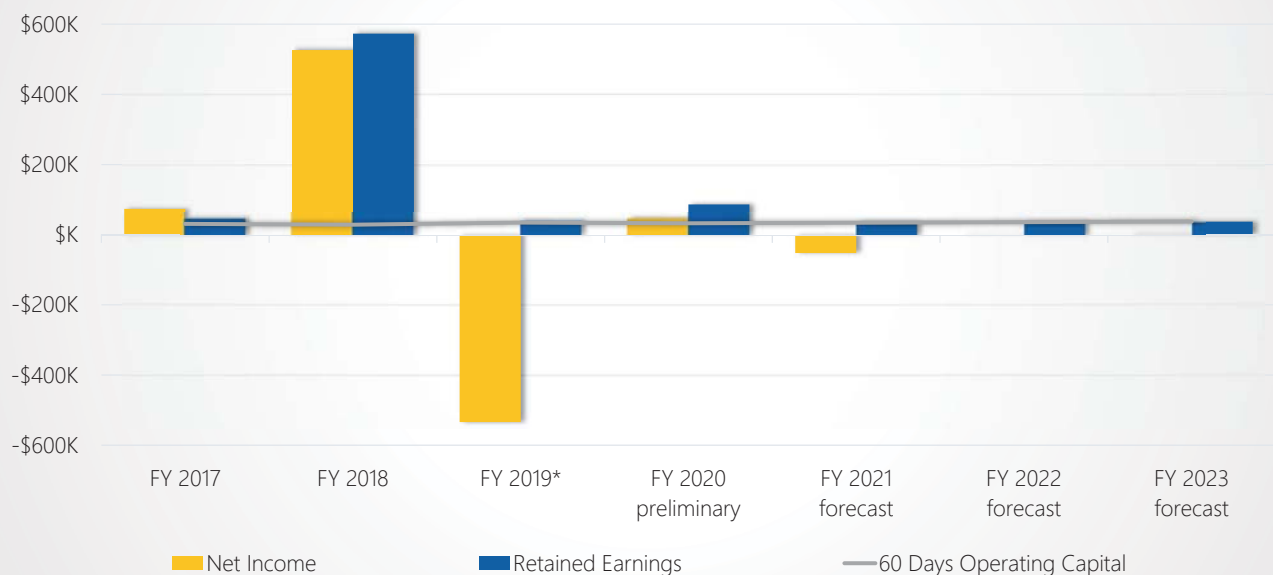
*Fiscal Year 2018 rebate was distributed in early Fiscal Year 2019.

Finance | Purchasing Card



Finance -- slide 3

Purchasing Card Retained Earnings



*Net Income and Retained Earnings fluctuate due to delayed distribution of rebate.

Finance | Purchasing Card | Retained Earnings



Finance -- slide 4

Purchasing Card Rates

Rate Recommendation

No change to current rate structure

Rate Committee Action

Purchasing Card Program

DAS Recommended Actions

Action	Slide Number or Reference	Change
Approve existing rate	H.B. 8 (2020), Lines 1972-1975	No Changes

1972	DIVISION OF FINANCE	
1973	ISF - Purchasing Card	
1974	Purchasing Card	Variable
1975	Contract rebates	

Pro Forma Financial Statements Purchasing Card

8/12/2020

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	-	299,084	-	1,205,470	1,209,204	1,269,431	1,332,931
ACCOUNTS RECEIVABLE	1,112,241	1,321,840	1,369,787	724,314	760,530	798,557	838,485
DUE FROM OTHER FUNDS	3,329,976	1,879,438	1,533,302	-	-	-	-
INVENTORIES	-	-	-	-	-	-	-
PREPAID EXPENSES	-	-	-	-	-	-	-
TOTAL CURRENT ASSETS	4,442,217	3,500,362	2,903,089	1,929,784	1,969,734	2,067,988	2,171,416
PREPAID EXPENSE - LONG TERM							
TOTAL OTHER ASSETS	-	-	-	-	-	-	-
LAND / LAND IMPROVEMENTS CONSTRUCTION IN PROGRESS BUILDINGS AND IMPROVEMENTS MACHINERY AND EQUIPMENT ACCUMULATED DEPRECIATION							
TOTAL CAPITAL ASSETS	-	-	-	-	-	-	-
TOTAL ASSETS	4,442,217	3,500,362	2,903,089	1,929,784	1,969,734	2,067,988	2,171,416
LIABILITIES & FUND EQUITY							
ACCOUNTS PAYABLE	2,669,068	2,519,294	2,291,313	1,840,843	1,932,885	2,029,529	2,131,005
ACCRUED LIABILITIES	-	12,383	107,583	2,748	2,884	3,028	3,179
UNEARNED REVENUE	5,000	-	-	-	-	-	-
INTERFUND LOAN (Short Term Cash Deficit)	-	-	464,278	-	-	-	-
DUE TO OTHER FUNDS	5,827	395,835	1,071	15	-	-	-
POLICY CLAIMS LIABILITIES - SHORT TERM	-	-	-	-	-	-	-
CAPITAL LEASE PAYABLE-SHORT TERM	-	-	-	-	-	-	-
REVENUE BONDS - SHORT TERM	-	-	-	-	-	-	-
TOTAL CURRENT LIABILITIES	2,679,895	2,927,512	2,864,245	1,843,606	1,935,769	2,032,557	2,134,184
REVENUE BONDS - LONG TERM CAPITAL LEASE PAYABLE-LONG TERM CONTRACTS PAYABLE - LONG TERM INTERFUND LOAN FROM OTHER FUNDS INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit)							
POLICY CLAIMS LIABILITIES - LONG-TERM	1,715,547	-	-	-	-	-	-
TOTAL LONG-TERM LIABILITIES	1,715,547	-	-	-	-	-	-
TOTAL LIABILITIES	4,395,442	2,927,512	2,864,245	1,843,606	1,935,769	2,032,557	2,134,184
CONTRIBUTED CAPITAL RETAINED EARNINGS							
TOTAL FUND EQUITY / NET ASSETS	46,775	572,850	38,844	86,178	33,965	35,431	37,232
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	4,442,217	3,500,362	2,903,089	1,929,784	1,969,734	2,067,988	2,171,416

INCOME STATEMENT

TOTAL OPERATING REVENUES (before proposed rate impacts)	644,285	697,739	417,628	699,007	733,957	770,655	809,188
Rate Impact							
TOTAL OPERATING REVENUES (after proposed rate impacts)	644,285	697,739	417,628	699,007	733,957	770,655	809,188
PERSONAL SERVICES	86,026	90,918	97,344	100,035	105,037	110,289	115,803
TRAVEL EXPENSE	-	-	-	-	-	-	-
CURRENT EXPENSE	56,791	51,680	72,379	62,808	65,948	69,245	72,707
CURRENT EXPENSE - DATA PROCESSING	24,171	7,973	16,555	12,406	13,026	13,677	14,361
DEPRECIATION EXPENSE	-	-	-	-	-	-	-
OTHER EXPENSES	18,246	21,092	21,602	20,031	21,033	22,085	23,189
TOTAL OPERATING EXPENSES	185,234	171,663	207,880	195,280	205,044	215,296	226,060
TOTAL OPERATING INCOME (LOSS)	459,051	526,076	209,748	503,727	528,913	555,359	583,128
GAIN (LOSS) ON SALE OF FIXED ASSETS							
INTEREST INCOME							
INTEREST EXPENSE							
FEDERAL GRANTS							
REVENUE REBATES TO AGENCIES AND OTHER GOVTS	(295,181)	-	(529,826)	(351,920)	(447,020)	(426,071)	(447,175)
RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT	(90,173)	-	(213,928)	(104,473)	(134,106)	(127,822)	(134,152)
OPERATING TRANSFERS IN (OUT)							
NET INCOME (LOSS)	73,697	526,076	(534,006)	47,334	(52,213)	1,466	1,801

CASH FLOW STATEMENT

BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	(331,964)	(1,715,547)	299,084	(464,278)	1,205,470	1,209,204	1,269,431
Total Cash from Operations	(1,797,080)	1,938,678	715,817	2,877,782	697,741	732,628	769,260
Capital Asset Disposal Proceeds	-	-	-	-	-	-	-
Federal Grants							
State Appropriations							
Other Sources							
TOTAL SOURCES OF CASH	(1,797,080)	1,938,678	715,817	2,877,782	697,741	732,628	769,260
Cash Used for Operations	798,851	75,953	(735,425)	(751,641)	(112,881)	(118,508)	(124,433)
Payments for Capital Assets	-	-	-	-	-	-	-
State Appropriations							
Other Uses - Rebates and Federal Refunds	(385,354)	-	(743,754)	(456,393)	(581,126)	(553,893)	(581,327)
TOTAL USES OF CASH	413,497	75,953	(1,479,179)	(1,208,034)	(694,007)	(672,401)	(705,760)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	(1,715,547)	299,084	(464,278)	1,205,470	1,209,204	1,269,431	1,332,931

Division of Purchasing and General Services

Cooperative Contracts
State and Federal Surplus Property
Print Services
Mail and Distribution Services



Finance

Purchasing & General Services

Cooperative Contracts

State and Federal Surplus Property

Print Services

Mail and Distribution Services

Facilities Construction & Management

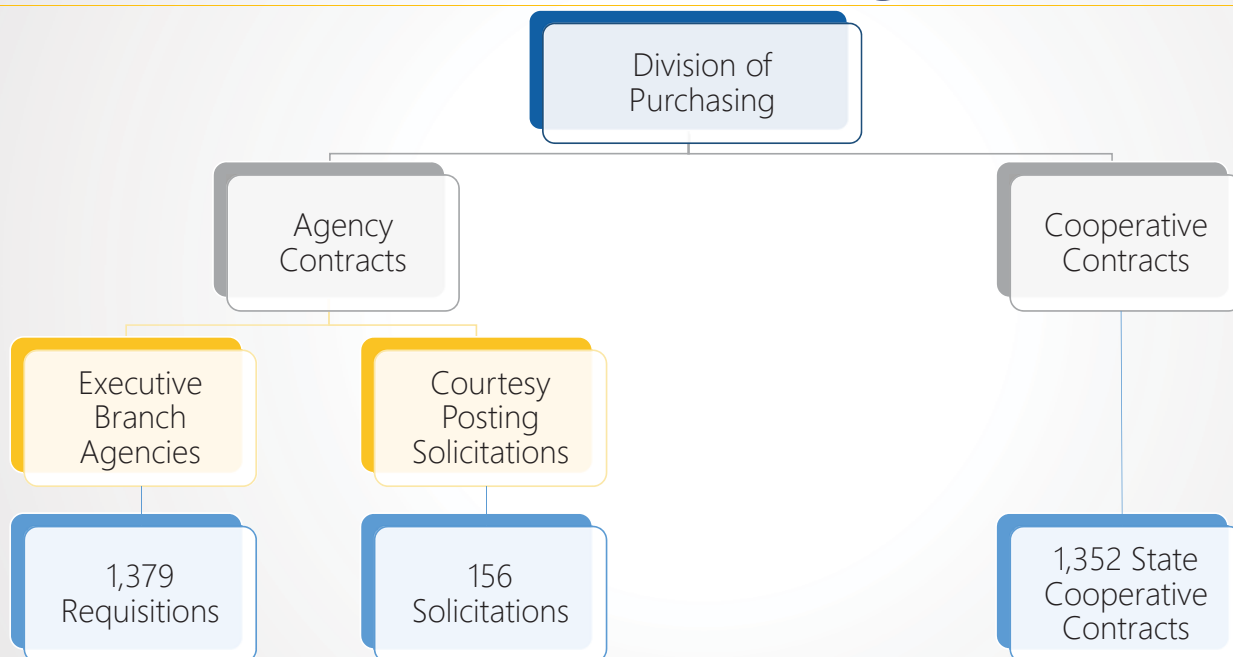
Risk Management

Fleet Operations



Purchasing and General Services -- slide 1

Purchasing



Purchasing and General Services | Cooperative Contracts | Overview FY20



Purchasing and General Services -- slide 2

State Cooperative Contract Program

Benefits of State Cooperative Contracts



Some of the best pricing in the nation



Save public entities time in procurement of goods and services



Better contractual terms for public entities

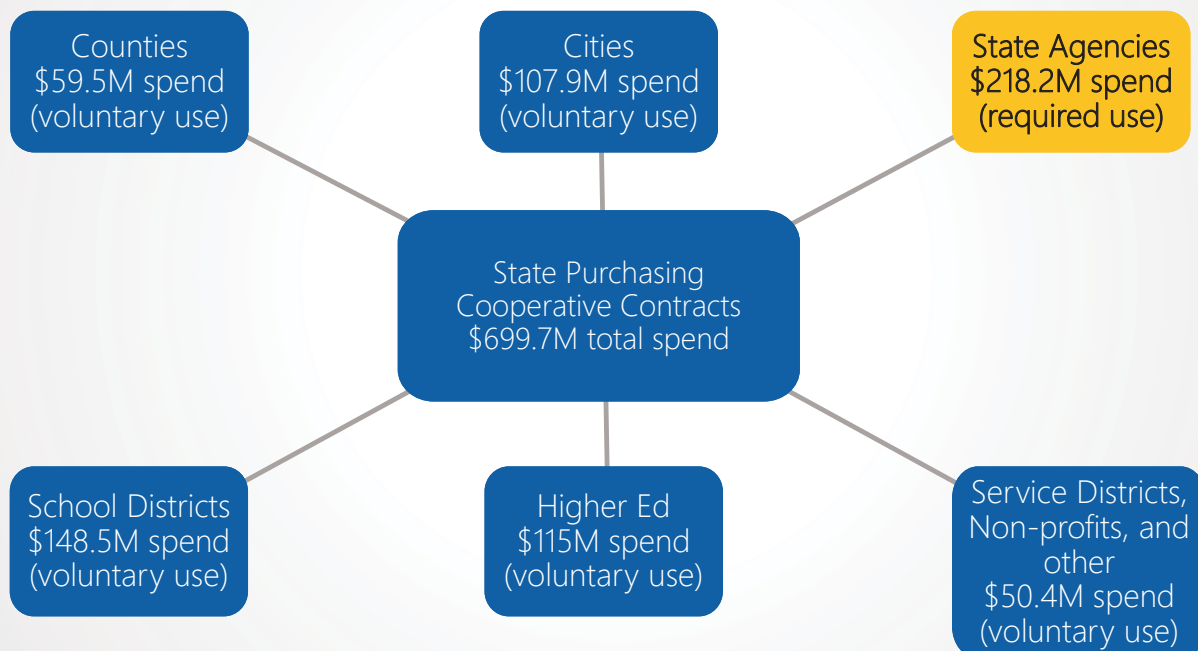


Compliant with the Utah Procurement Code



Save public entities administrative costs in managing contracts

Cooperative Contracts Total Spend



Performance Metrics

S.B. 6, Item 47 (2020)

Average Discount
on Cooperative
Contracts

Actual
36.85%

Target: 40%

Total Number of
Cooperative
Contracts

Actual
1,352

Target: 1000

Total Spend on
Cooperative
Contracts

Actual
\$699.7
Million

Target: \$600 Million

Cooperative Contracts Approved Rate

FY2020 Rate Structure

1%

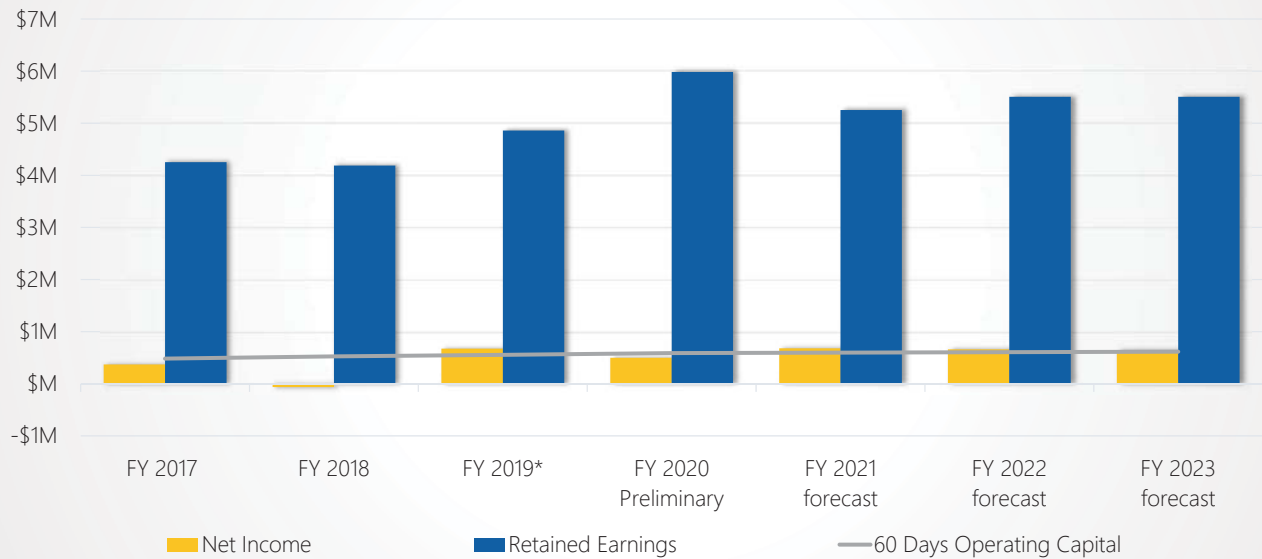
Maximum
approved fee

.39%

Average
administrative fee

Note: National average for cooperative organizations, like State Purchasing, is a 1.63% administrative fee.

Cooperative Contracts Retained Earnings

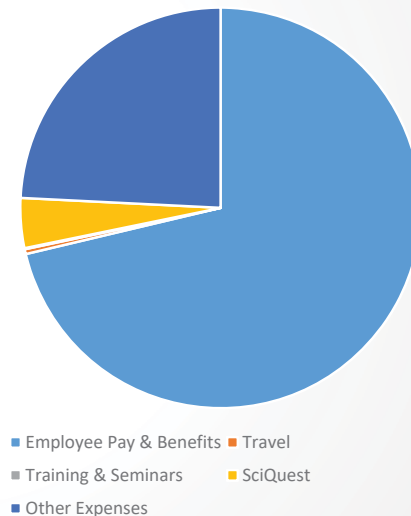


* \$1 million was transferred to State Mail and Print Services to help lower debt.

Cooperative Contracts Retained Earnings

A higher-than-normal retained earnings balance is needed to keep the cooperative contracting program functioning in the event of an economic downturn. Because so many state and non-state public entities are reliant on the use of state contracts, sufficient reserves must be maintained.

FY20 Total Expenses \$4,424,110



Cooperative Contracts Rates

Rate Recommendation

No change to current rate structure

State/Federal Surplus Property Programs

FY 2020



\$4,841,349
Returned to agencies
through the state
surplus program

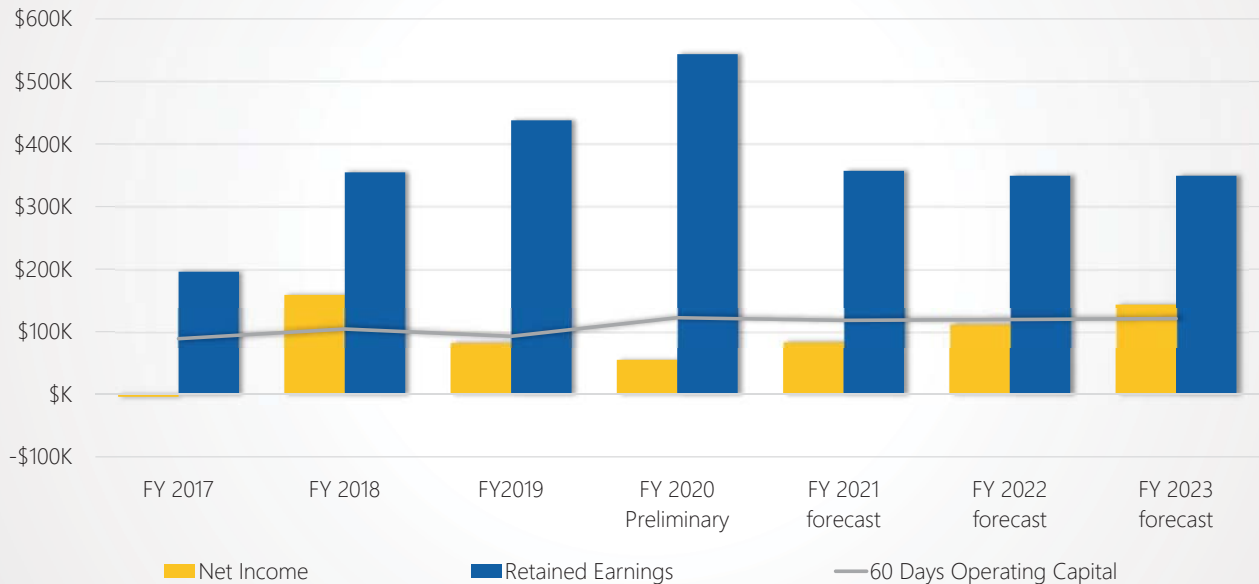


\$2,058,062
Saved Utah law
enforcement agencies
through the 1033
program

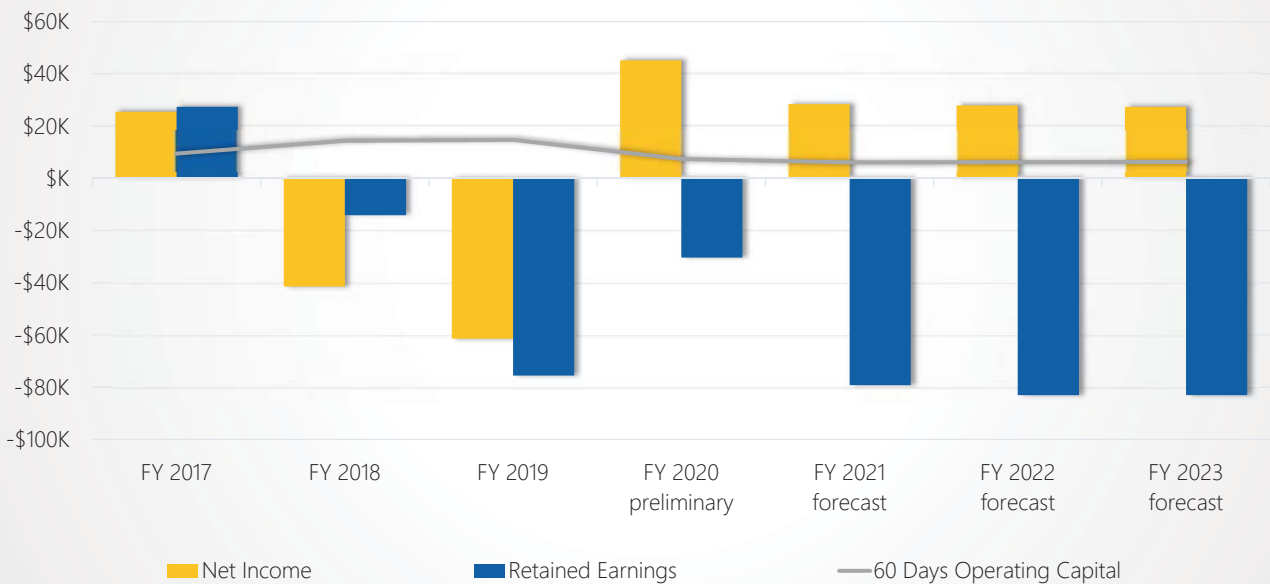


\$1,778,397
Saved Utah
governmental agencies
through the Federal
Donation Program

State Surplus Property Retained Earnings



Federal Surplus Property Retained Earnings



Future Considerations



State Surplus will need to relocate from its Draper facility in the next few years as the land by the State Prison is developed. Currently, State Surplus is looking to develop the land south east of the Taylorville State Office Building.

Currently, the Draper facility is on a 10 acre plot of land with a 25,000 square foot building with 10,000 square feet to store surplus items. Vehicles and heavy equipment are stored outside of the building

The revenue bond on the Draper facility will finish in FY2021.

State/Federal Surplus Property Rates

Rate Recommendation

No change to current rate structure

Print Services Program

Digital Print Services (Copier Lease Program)

FY 2020

State Copy Center (Xerox Contract)



52,528,417
impressions



1037
copiers in the program



100% accuracy



100% on-time delivery



Average lifecycle is 2 years
longer than national average



Charges a 0% interest on
a 4 year lease



938
print jobs



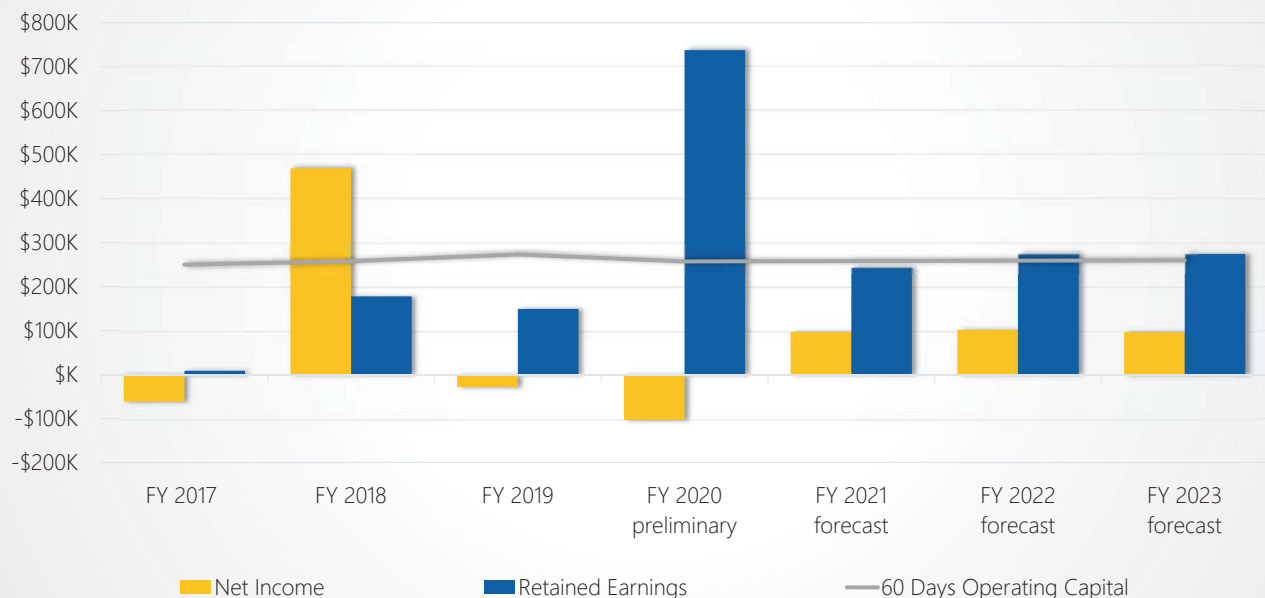
3,563,413
impressions

Purchasing and General Services | Print Services



Purchasing and General Services -- slide 15

Print Services Retained Earnings



Purchasing and General Services | Print Services | Retained Earnings



Purchasing and General Services -- slide 16

Print Services Rates

Rate Recommendation

No change to current rate structure

Mail and Distribution Services Program

FY 2020



20,566,680
Pieces of mail
processed



\$1,998,234
Cost Avoidance by
State Mail for
processing mail for
USPS

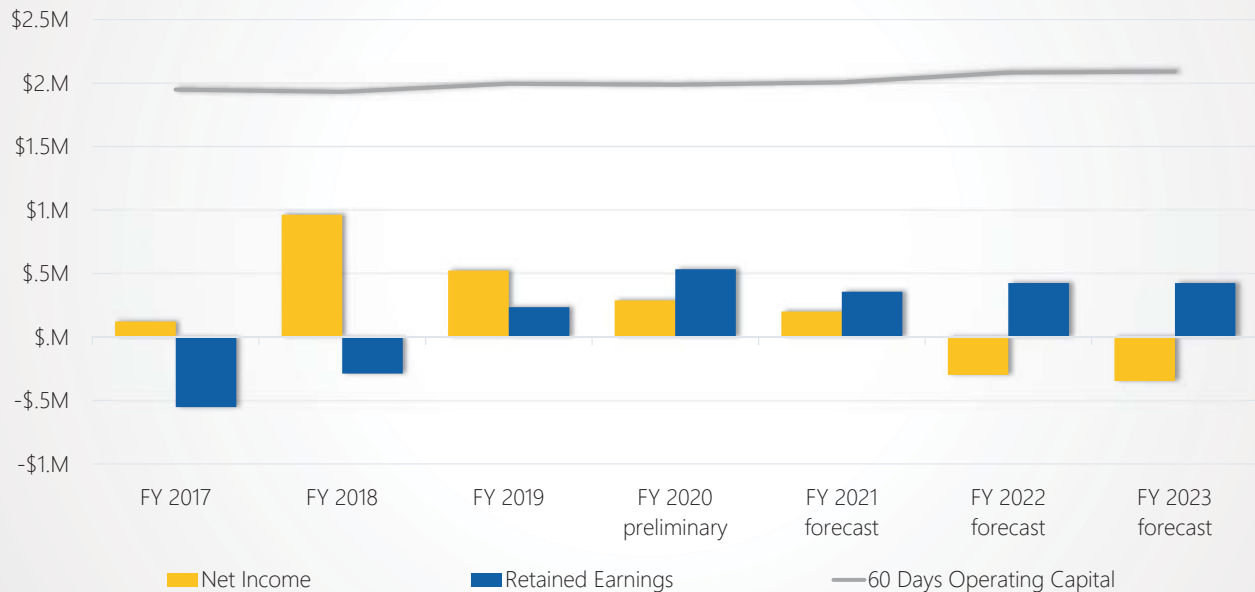


68,043,842
Billable Production
Tasks Completed



99% of Production
Tasks are completed on
time

State Mail Retained Earnings



Purchasing and General Services | Mail and Production Services | Retained Earnings



Purchasing and General Services -- slide 19

Mail and Distribution Rates

Rate Recommendation
No change to current rate structure

Purchasing and General Services | Mail and Production Services | Rate Recommendation



Purchasing and General Services -- slide 20

Rate Committee Action

Purchasing and General Services Programs

DAS Recommended Actions

Action	Slide Number or Reference	Change
Approve all existing rates	H.B. 8 (2020) Lines 2037-2112	No Changes

2037	DIVISION OF PURCHASING AND GENERAL SERVICES	
2038	ISF - Central Mailing	
2039	State Mail	
2040	Courier	
2041	Courier - Zone 1	2.26
2042	Courier - Zone 2	3.88
2043	Courier - Zone 3	8.04
2044	Courier - Zone 4	9.70
2045	Courier - Zone 5	14.35
2046	Courier - Zone 6	17.79
2047	Courier - Zone 7	21.73
2048	Courier - Zone 8	26.42
2049	Courier - Zone 9	28.49
2050	Courier - Zone 10	33.22
2051	Courier - Zone 11	36.02
2052	Courier - Zone 12	39.87
2053	Production	
2054	Incoming OCR Sort	0.103
2055	Business Reply/Postage Due	0.54
2056	Special Handling/Labor (per hour)	85.00
2057	Auto Fold	0.024
2058	Label Generate	0.155
2059	Label Apply	0.15
2060	Auto Tab	0.35
2061	Meter/Seal	0.028
2062	Optical Character Reader	0.028
2063	Additional Insert	0.01
2064	Accountable Mail	1.45
2065	Intelligent Inserting	0.033
2066	ISF - Cooperative Contracting	
2067	Cooperative Contracts Administrative	Up to 1.0%
2068	ISF - Federal Surplus Property	

Enrolled Copy**H.B. 8**

2069	Surplus	
2070	Federal Shipping and handling charges	See formula
2071	Not to exceed 20% of federal acquisition cost plus freight/shipping	
2072	charges	
2073	Accounts receivable late fees	
2074	Past 30 days	5% of balance
2075	Past 60 days	10% of balance
2076	ISF - Print Services	
2077	Contract Management (per impression)	0.005
2078	Self Service Copy Rates	0.004
2079	Cost computed by: (Depreciation + Maintenance + Supplies)/Impressions	
2080	+ copy multiplied impressions results	
2081	ISF - State Surplus Property	
2082	Surplus	
2083	Surcharge for use of a Financial Transaction Card	Up to 3%
2084	Surcharge applies only to the amount charged to a financial transaction	
2085	card	
2086	Online Sales Non-Vehicle	50% of net proceeds
2087	Miscellaneous Property Pick-up Process	
2088	State Agencies	
2089	Total Sales Proceeds	See formula
2090	Less prorated rebate of retained earnings	
2091	Handheld Devices (PDAs and wireless phones)	
2092	Less than 1 year old	75% of actual cost
2093	\$30 minimum	
2094	1 year and older	50% of cost - \$30 minimum
2095	Unique Property Processing	Negotiated % of sales price
2096	Electronic/Hazardous Waste Recycling	Actual cost
2097	Vehicles and Heavy Equipment	6.5% of Net Sale Price plus \$100 per Vehicle
2098	Default Auction Bids	10% of sales price
2099	Labor (per hour)	26.00
2100	Half hour minimum	
2101	Copy Rates (per copy)	0.10
2102	Semi Truck and Trailer Service (per mile)	1.08
2103	Two-ton Flat Bed Service (per mile)	0.61
2104	Forklift Service (per hour)	23.00
2105	4-6000 lbs	

H.B. 8**Enrolled Copy**

2106	On-site sale away from Utah State Agency Surplus Property yard	7% of net sale price
2107	Storage	
2108	Building (per cubic foot per month)	0.43
2109	Fenced lot (per square foot per month)	0.23
2110	Accounts receivable late fees	
2111	Past 30 days	5% of balance
2112	Past 60 days	10% of balance

**Pro Forma Financial Statements
Cooperative Contracts**

8/12/2020

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	2,810,354	2,759,675	2,998,808	4,592,531	3,473,268	3,787,257	3,787,257
ACCOUNTS RECEIVABLE	968,923	1,376,548	1,338,598	1,016,274	1,041,681	1,067,723	1,094,416
DUE FROM OTHER FUNDS	1,118	610,932	-	-	-	-	-
INVENTORIES	-	-	-	-	-	-	-
PREPAID EXPENSES	-	600	-	77	77	77	77
TOTAL CURRENT ASSETS	3,780,395	4,747,755	4,337,406	5,608,882	4,515,026	4,855,057	4,881,750
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM							
TOTAL OTHER ASSETS	-	-	-	-	-	-	-
LAND / LAND IMPROVEMENTS							
CONSTRUCTION IN PROGRESS							
BUILDINGS AND IMPROVEMENTS							
MACHINERY AND EQUIPMENT							
SOFTWARE	1,095,412	1,341,912	1,451,986	1,507,315	1,507,315	1,507,315	1,507,315
ACCUMULATED DEPRECIATION	(278,041)	(511,710)	(783,451)	(1,083,066)	(1,191,373)	(1,310,510)	(1,441,561)
TOTAL CAPITAL ASSETS	817,371	830,202	668,535	424,249	315,942	196,805	65,754
TOTAL ASSETS	4,597,766	5,577,957	5,005,941	6,033,131	4,830,968	5,051,862	4,947,504
LIABILITIES & FUND EQUITY							
ACCOUNTS PAYABLE & ACCRUED LIABILITIES	313,081	181,271	143,854	49,428	49,428	49,428	49,428
DEFERRED REVENUE	-	-	-	-	-	-	-
INTERFUND LOAN (Short Term Cash Deficit)	-	-	-	-	-	-	-
DUE TO OTHER FUNDS	31,728	1,207,633	1,015	483	483	483	483
POLICY CLAIMS LIABILITIES - SHORT TERM	-	-	-	-	-	-	-
CAPITAL LEASE PAYABLE-SHORT TERM	-	-	-	-	-	-	-
REVENUE BONDS - SHORT TERM	-	-	-	-	-	-	-
TOTAL CURRENT LIABILITIES	344,809	1,388,904	144,869	49,911	49,911	49,911	49,911
REVENUE BONDS - LONG TERM							
CAPITAL LEASE PAYABLE-LONG TERM							
CONTRACTS PAYABLE - LONG TERM							
INTERFUND LOAN FROM OTHER FUNDS							
INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit)							
POLICY CLAIMS LIABILITIES - LONG-TERM							
TOTAL LONG-TERM LIABILITIES	-	-	-	-	-	-	-
TOTAL LIABILITIES	344,809	1,388,904	144,869	49,911	49,911	49,911	49,911
CONTRIBUTED CAPITAL	-	-	-	-	-	-	-
RETAINED EARNINGS	4,252,957	4,189,053	4,861,072	5,983,220	5,252,986	5,507,337	5,507,337
TOTAL FUND EQUITY / NET ASSETS	4,252,957	4,189,053	4,861,072	5,983,220	5,252,986	5,507,337	5,507,337
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	4,597,766	5,577,957	5,005,941	6,033,131	5,302,897	5,557,248	5,557,248

INCOME STATEMENT

TOTAL OPERATING REVENUES (before proposed rate impacts)	3,677,807	4,311,273	4,470,685	4,329,496	4,372,791	4,416,519	4,460,684
Rate Impact							
TOTAL OPERATING REVENUES (after proposed rate impacts)	3,677,807	4,311,273	4,470,685	4,329,496	4,372,791	4,416,519	4,460,684
PERSONAL SERVICES	2,164,523	2,136,161	1,818,976	2,593,914	2,645,792	2,698,708	2,752,682
TRAVEL EXPENSE	17,688	17,172	8,957	14,084	14,084	14,084	14,084
CURRENT EXPENSE	382,132	232,514	173,476	102,650	102,650	102,650	102,650
CURRENT EXPENSE - DATA PROCESSING	142,186	352,296	453,467	213,322	213,322	213,322	213,322
DEPRECIATION EXPENSE	218,781	233,670	271,741	299,615	108,307	119,137	131,051
OTHER EXPENSES	186,162	403,363	872,050	608,078	608,078	608,078	608,078
TOTAL OPERATING EXPENSES	3,111,472	3,375,176	3,598,667	3,831,663	3,692,233	3,755,979	3,821,867
TOTAL OPERATING INCOME (LOSS)	566,335	936,097	872,018	497,833	680,558	660,540	638,817
GAIN (LOSS) ON SALE OF FIXED ASSETS							
INTEREST INCOME							
INTEREST EXPENSE							
FEDERAL GRANTS / OTHER INCOME							
RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT	(197,950)						
OPERATING TRANSFERS IN (OUT)		(1,000,000)	(200,000)				
NET INCOME (LOSS)	368,385	(63,903)	672,018	497,833	680,558	660,540	638,817

CASH FLOW STATEMENT

BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	2,114,225	2,810,354	2,759,675	2,998,808	4,592,531	4,923,669	5,237,658
Total Cash from Sales	3,677,807	4,311,273	4,470,685	4,329,496	4,242,000	4,284,420	4,284,420
Capital Asset Disposal Proceeds	-	-	-	-	-	-	-
Federal Grants							
State Appropriations							
Other Sources							
TOTAL SOURCES OF CASH	3,677,807	4,311,273	4,470,685	4,329,496	4,242,000	4,284,420	4,284,420
Cash Used for Operations	(2,981,678)	(4,361,952)	(4,121,477)	(2,735,773)	(3,910,862)	(3,970,431)	(3,970,431)
Payments for Capital Assets	-	-	(110,075)	-	-	-	-
State Appropriations							
Other Uses							
TOTAL USES OF CASH	(2,981,678)	(4,361,952)	(4,231,552)	(2,735,773)	(3,910,862)	(3,970,431)	(3,970,431)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	2,810,354	2,759,675	2,998,808	4,592,531	4,923,669	5,237,658	5,551,647

**Pro Forma Financial Statements
State Surplus Property**

8/12/2020

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	-	59,055	283,079	-	4,150	27,262	27,262
ACCOUNTS RECEIVABLE	-	-	-	-	-	-	-
DUE FROM OTHER FUNDS	(24,045)	8,559	120,922	57,381	57,988	9,000	9,000
INVENTORIES	-	-	-	-	-	-	-
PREPAID EXPENSES	-	-	1,034	158	-	-	-
TOTAL CURRENT ASSETS	(24,045)	67,614	405,035	57,539	62,138	36,262	36,262
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM	5,054	2,749	1,255	1,255	2,749	2,749	2,749
TOTAL OTHER ASSETS	5,054	2,749	1,255	1,255	2,749	2,749	2,749
LAND / LAND IMPROVEMENTS							
CONSTRUCTION IN PROGRESS							
BUILDINGS AND IMPROVEMENTS	1,202,035	1,202,035	1,202,035	1,202,035	1,202,035	1,202,035	1,202,035
MACHINERY AND EQUIPMENT	34,720	34,720	71,415	71,415	34,720	34,720	34,720
SOFTWARE	85,023	85,023	85,023	85,023	85,023	85,023	85,023
ACCUMULATED DEPRECIATION	(690,943)	(723,209)	(754,190)	(785,130)	(816,130)	(847,130)	(878,130)
TOTAL CAPITAL ASSETS	630,835	598,569	604,283	573,343	505,648	474,648	443,648
TOTAL ASSETS	611,844	668,932	1,010,573	632,137	570,535	513,659	482,659
LIABILITIES & FUND EQUITY							
VOUCHERS PAYABLE	9,898	11,325	16,344	9,923	15,000	15,000	15,000
ACCRUED LIABILITIES	9,054	10,099	9,813	3,472	5,000	5,000	5,000
DEFERRED REVENUE	110,545	128,464	370,769	-	50,000	110,000	110,000
INTERFUND LOAN (Short Term Cash Deficit)	-	-	-	-	66,110	21,164	21,164
DUE TO OTHER FUNDS	95,935	52,915	100,499	61	2,000	2,000	2,000
POLICY CLAIMS LIABILITIES - SHORT TERM	-	-	-	-	-	-	-
CAPITAL LEASE PAYABLE-SHORT TERM	100,926	36,029	-	-	-	-	-
REVENUE BONDS - SHORT TERM	329	201	36,952	36,952	36,952	25,000	25,000
TOTAL CURRENT LIABILITIES	326,687	239,033	534,377	50,408	175,062	178,164	178,164
REVENUE BONDS - LONG TERM	44,491	57,969	21,017	21,017	21,017	-	-
CAPITAL LEASE PAYABLE-LONG TERM							
CONTRACTS PAYABLE - LONG TERM							
INTERFUND LOAN FROM OTHER FUNDS							
INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit)	27,658	-	133	133	133	-	-
POLICY CLAIMS LIABILITIES - LONG-TERM							
TOTAL LONG-TERM LIABILITIES	72,149	57,969	21,150	21,150	21,150	-	-
TOTAL LIABILITIES	398,836	297,002	555,527	71,558	196,212	178,164	178,164
CONTRIBUTED CAPITAL	17,092	17,092	17,092	17,092	17,092	17,092	17,092
RETAINED EARNINGS	195,916	354,838	437,954	543,487	357,231	349,343	349,343
TOTAL FUND EQUITY / NET ASSETS	213,008	371,930	455,046	560,579	374,323	366,435	366,435
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	611,844	668,932	1,010,573	632,137	570,535	544,599	544,599

INCOME STATEMENT							
TOTAL OPERATING REVENUES (before proposed rate impacts)	561,226	817,194	669,815	819,975	825,000	860,000	900,000
Rate Impact							
TOTAL OPERATING REVENUES (after proposed rate impacts)	561,226	817,194	669,815	819,975	825,000	860,000	900,000
PERSONAL SERVICES	280,189	294,486	315,667	385,590	401,014	409,034	417,215
TRAVEL EXPENSE	5	-	723	2,009	500	500	500
CURRENT EXPENSE	183,932	233,991	168,370	250,800	225,000	225,000	225,000
CURRENT EXPENSE - DATA PROCESSING	66,361	95,893	67,200	77,035	80,000	80,000	80,000
DEPRECIATION EXPENSE	32,331	32,267	30,981	30,940	31,000	31,000	31,000
OTHER EXPENSES	2,511	1,636	3,758	18,552	3,000	3,000	3,000
TOTAL OPERATING EXPENSES	565,329	658,273	586,699	764,926	740,514	748,534	756,715
TOTAL OPERATING INCOME (LOSS)	(4,103)	158,921	83,116	55,049	84,486	111,466	143,285
GAIN (LOSS) ON SALE OF FIXED ASSETS							
INTEREST INCOME							
INTEREST EXPENSE	-	-	-	-	-	-	-
FEDERAL GRANTS							
RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT							
OPERATING TRANSFERS IN (OUT)							
NET INCOME (LOSS)	(4,103)	158,921	83,116	55,049	84,486	111,466	143,285

CASH FLOW STATEMENT							
BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	25,672	(27,658)	59,055	282,946	(133)	(62,093)	6,098
Total Cash from Sales	561,226	817,194	669,815	819,975	825,000	860,000	900,000
Capital Asset Disposal Proceeds	-	-	-	-	-	-	-
Federal Grants							
State Appropriations							
Other Sources							
TOTAL SOURCES OF CASH	561,226	817,194	669,815	819,975	825,000	860,000	900,000
Cash Used for Operations	(614,556)	(730,481)	(445,924)	(1,103,054)	(886,960)	(791,809)	(900,000)
Payments for Capital Assets	-	-	-	-	-	-	-
State Appropriations							
Other Uses	-	-	-	-	-	-	-
TOTAL USES OF CASH	(614,556)	(730,481)	(445,924)	(1,103,054)	(886,960)	(791,809)	(900,000)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	(27,658)	59,055	282,946	(133)	(62,093)	6,098	6,098

**Pro Forma Financial Statements
Federal Surplus Property**

8/12/2020

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	117,024	72,537	12,463	56,405	10,421	6,606	6,606
ACCOUNTS RECEIVABLE	-	-	-	-	-	-	-
DUE FROM OTHER FUNDS	-	-	406	-	-	-	-
INVENTORIES	-	-	-	-	-	-	-
PREPAID EXPENSES	-	-	-	-	-	-	-
TOTAL CURRENT ASSETS	117,024	72,537	12,869	56,405	10,421	6,606	6,606
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM							
TOTAL OTHER ASSETS	-	-	-	-	-	-	-
LAND / LAND IMPROVEMENTS CONSTRUCTION IN PROGRESS BUILDINGS AND IMPROVEMENTS							
MACHINERY AND EQUIPMENT	35,000	35,000	35,000	35,000	35,000	35,000	35,000
ACCUMULATED DEPRECIATION	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)	(35,000)
TOTAL CAPITAL ASSETS	-	-	-	-	-	-	-
TOTAL ASSETS	117,024	72,537	12,869	56,405	10,421	6,606	6,606
LIABILITIES & FUND EQUITY							
VOUCHERS PAYABLE	5,005	1,979	691	156	5,000	5,000	5,000
ACCRUED LIABILITIES	-	-	3,053	1,958	-	-	-
DEFERRED REVENUE	-	-	-	-	-	-	-
INTERFUND LOAN (Short Term Cash Deficit)	-	-	-	-	-	-	-
DUE TO OTHER FUNDS	22	21	21	3	-	-	-
POLICY CLAIMS LIABILITIES - SHORT TERM	-	-	-	-	-	-	-
CAPITAL LEASE PAYABLE-SHORT TERM	-	-	-	-	-	-	-
REVENUE BONDS - SHORT TERM	-	-	-	-	-	-	-
TOTAL CURRENT LIABILITIES	5,027	2,000	3,765	2,117	5,000	5,000	5,000
REVENUE BONDS - LONG TERM CAPITAL LEASE PAYABLE-LONG TERM CONTRACTS PAYABLE - LONG TERM INTERFUND LOAN FROM OTHER FUNDS INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit) POLICY CLAIMS LIABILITIES - LONG-TERM							
TOTAL LONG-TERM LIABILITIES	-	-	-	-	-	-	-
TOTAL LIABILITIES	5,027	2,000	3,765	2,117	5,000	5,000	5,000
CONTRIBUTED CAPITAL	84,662	84,662	84,662	84,662	84,662	84,662	84,662
RETAINED EARNINGS	27,335	(14,125)	(75,558)	(30,374)	(79,241)	(83,056)	(83,056)
TOTAL FUND EQUITY / NET ASSETS	111,997	70,537	9,104	54,288	5,421	1,606	1,606
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	117,024	72,537	12,869	56,405	10,421	6,606	6,606

INCOME STATEMENT

TOTAL OPERATING REVENUES (before proposed rate impacts)	84,886	44,921	26,831	65,000	65,000	65,000	65,000
Rate Impact	-	-	-	-	-	-	-
TOTAL OPERATING REVENUES (after proposed rate impacts)	84,886	44,921	26,831	89,611	65,000	65,000	65,000
PERSONAL SERVICES	36,389	66,277	74,171	24,249	24,734	25,229	25,733
TRAVEL EXPENSE	1,314	2,995	887	17	1,500	1,500	1,500
CURRENT EXPENSE	13,206	16,756	12,826	19,772	10,000	10,000	10,000
CURRENT EXPENSE - DATA PROCESSING	5,460	-	-	-	-	-	-
DEPRECIATION EXPENSE	-	-	-	-	-	-	-
OTHER EXPENSES	512	353	379	390	400	400	400
TOTAL OPERATING EXPENSES	56,881	86,381	88,263	44,428	36,634	37,129	37,633
TOTAL OPERATING INCOME (LOSS)	28,005	(41,460)	(61,432)	45,183	28,366	27,871	27,367
GAIN (LOSS) ON SALE OF FIXED ASSETS	-	-	-	-	-	-	-
INTEREST INCOME	-	-	-	-	-	-	-
INTEREST EXPENSE	-	-	-	-	-	-	-
FEDERAL GRANTS	-	-	-	-	-	-	-
RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT	(2,490)	-	-	-	-	-	-
OPERATING TRANSFERS IN (OUT)	-	-	-	-	-	-	-
NET INCOME (LOSS)	25,515	(41,460)	(61,432)	45,183	28,366	27,871	27,367

CASH FLOW STATEMENT

BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	81,711	117,024	72,537	12,463	56,405	53,706	49,891
Total Cash from Sales	84,886	44,921	26,831	89,611	65,000	65,000	65,000
Capital Asset Disposal Proceeds	-	-	-	-	-	-	-
Federal Grants	-	-	-	-	-	-	-
State Appropriations	-	-	-	-	-	-	-
Other Sources	-	-	-	-	-	-	-
TOTAL SOURCES OF CASH	84,886	44,921	26,831	89,611	65,000	65,000	65,000
Cash Used for Operations	(47,083)	(89,408)	(86,905)	(45,669)	(67,699)	(68,815)	(68,815)
Payments for Capital Assets	-	-	-	-	-	-	-
State Appropriations	-	-	-	-	-	-	-
Other Uses- retained earnings federal refund	(2,490)	-	-	-	-	-	-
TOTAL USES OF CASH	(49,573)	(89,408)	(86,905)	(45,669)	(67,699)	(68,815)	(68,815)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	117,024	72,537	12,463	56,405	53,706	49,891	46,076

Pro Forma Financial Statements
Print Services

8/12/2020

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	-	-	-	688,379	-	222,591	222,591
ACCOUNTS RECEIVABLE	33,238	32,156	36,590	39,929	39,929	36,590	36,590
DUE FROM OTHER FUNDS	52,625	259,726	212,353	-	-	-	-
INVENTORIES	-	-	-	-	-	-	-
PREPAID EXPENSES	-	-	-	1,008	1,008	-	-
TOTAL CURRENT ASSETS	85,863	291,882	248,943	729,316	40,937	259,181	259,181
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM							
TOTAL OTHER ASSETS	-	-	-	-	-	-	-
LAND / LAND IMPROVEMENTS							
CONSTRUCTION IN PROGRESS	-	-	-	-	-	-	-
BUILDINGS AND IMPROVEMENTS	15,394	15,394	15,394	15,394	15,394	15,394	15,394
MACHINERY AND EQUIPMENT	9,932,250	10,211,060	10,136,693	8,354,598	8,374,598	10,300,000	10,300,000
ACCUMULATED DEPRECIATION	(7,908,142)	(7,597,190)	(7,998,171)	(6,327,946)	(6,337,946)	(8,250,000)	(8,250,000)
TOTAL CAPITAL ASSETS	2,039,502	2,629,264	2,153,916	2,042,046	2,052,046	2,065,394	2,065,394
TOTAL ASSETS	2,125,365	2,921,146	2,402,859	2,771,362	2,092,983	2,324,575	2,324,575
LIABILITIES & FUND EQUITY							
ACCOUNTS PAYABLE & ACCRUED LIABILITIES	282,778	133,578	183,380	61,814	61,814	95,000	95,000
DEFERRED REVENUE	-	-	-	-	-	-	-
INTERFUND LOAN (Short Term Cash Deficit)	178,396	648,562	114,797	4,238	74,607	-	-
DUE TO OTHER FUNDS	237	5,978	68	32	32	32	32
POLICY CLAIMS LIABILITIES - SHORT TERM	-	-	-	-	-	-	-
CAPITAL LEASE PAYABLE-SHORT TERM	-	-	-	-	-	-	-
REVENUE BONDS - SHORT TERM	-	-	-	-	-	-	-
TOTAL CURRENT LIABILITIES	461,411	788,118	298,245	66,084	136,453	95,032	95,032
REVENUE BONDS - LONG TERM							
CAPITAL LEASE PAYABLE-LONG TERM	-	-	-	-	-	-	-
CONTRACTS PAYABLE - LONG TERM	-	-	-	-	-	-	-
INTERFUND LOAN FROM OTHER FUNDS	-	-	-	-	-	-	-
INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit)	-	-	-	12,399	-	-	-
POLICY CLAIMS LIABILITIES - LONG-TERM	-	-	-	-	-	-	-
TOTAL LONG-TERM LIABILITIES	-	-	-	12,399	-	-	-
TOTAL LIABILITIES	461,411	788,118	298,245	78,483	136,453	95,032	95,032
CONTRIBUTED CAPITAL							
RETAINED EARNINGS	1,655,454	1,955,453	1,955,453	1,955,453	1,955,453	1,955,453	1,955,453
TOTAL FUND EQUITY / NET ASSETS	1,663,954	2,133,028	2,104,614	2,692,879	2,199,850	2,229,475	2,229,475
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	2,125,365	2,921,146	2,402,859	2,771,362	2,336,303	2,324,507	2,324,507

INCOME STATEMENT

TOTAL OPERATING REVENUES (before proposed rate impacts)	2,540,697	2,695,676	2,756,126	2,378,861	2,765,000	2,800,000	2,800,000
Rate Impact	-	-	-	-	-	-	-
TOTAL OPERATING REVENUES (after proposed rate impacts)	2,540,697	2,695,676	2,756,126	2,378,861	2,765,000	2,775,000	2,775,000
PERSONAL SERVICES	201,643	175,971	195,354	202,636	207,702	212,894	218,217
TRAVEL EXPENSE	2,252	986	-	-	-	-	-
CURRENT EXPENSE	1,263,699	1,336,455	1,409,731	1,227,704	1,227,704	1,227,704	1,227,704
CURRENT EXPENSE - DATA PROCESSING	8,491	7,972	7,860	13,270	13,270	13,270	13,270
DEPRECIATION EXPENSE	1,131,437	1,015,586	1,138,333	977,887	1,150,000	1,150,000	1,150,000
OTHER EXPENSES	22,750	23,827	25,503	99,607	99,607	99,607	99,607
TOTAL OPERATING EXPENSES	2,630,272	2,560,797	2,776,781	2,521,104	2,698,283	2,703,475	2,708,798
TOTAL OPERATING INCOME (LOSS)	(89,575)	134,879	(20,655)	(142,243)	66,717	71,525	66,202
GAIN (LOSS) ON SALE OF FIXED ASSETS	27,859	34,198	(7,761)	39,275	30,000	30,000	30,000
INTEREST INCOME	-	-	-	-	-	-	-
INTEREST EXPENSE	-	-	-	-	-	-	-
FEDERAL GRANTS	-	-	-	-	-	-	-
RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT	-	-	-	-	-	-	-
OPERATING TRANSFERS IN (OUT)	-	300,000	-	-	-	-	-
NET INCOME (LOSS)	(61,716)	469,077	(28,416)	(102,968)	96,717	101,525	96,202

CASH FLOW STATEMENT

BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	(696,818)	(178,396)	(648,562)	(114,797)	671,742	686,498	983,696
Total Cash from Sales	2,540,698	2,695,676	2,756,126	2,378,861	2,765,000	2,800,000	2,800,000
Capital Asset Disposal Proceeds	27,859	34,197	(7,761)	39,275	30,000	30,000	30,000
Federal Grants	-	-	-	-	-	-	-
State Appropriations	-	-	-	-	-	-	-
Other Sources	-	-	-	-	-	-	-
TOTAL SOURCES OF CASH	2,568,557	2,729,873	2,748,365	2,418,136	2,795,000	2,830,000	2,830,000
Cash Used for Operations	(1,240,437)	(1,594,938)	(1,546,016)	(763,013)	(1,782,537)	(1,532,802)	(1,532,802)
Payments for Capital Assets	(809,698)	(1,605,101)	(668,584)	(868,584)	(997,707)	(1,000,000)	(1,000,000)
State Appropriations	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-
TOTAL USES OF CASH	(2,050,135)	(3,200,039)	(2,214,600)	(1,631,597)	(2,780,244)	(2,532,802)	(2,532,802)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	(178,396)	(648,562)	(114,797)	671,742	686,498	983,696	1,280,894

**Pro Forma Financial Statements
State Mail**

8/12/2020

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	-	-	-	-	-	-	-
ACCOUNTS RECEIVABLE	439,843	420,873	340,484	353,723	353,723	350,000	350,000
DUE FROM OTHER FUNDS	809,837	788,784	685,218	-	-	-	-
INVENTORIES	1,169,920	1,058,153	1,027,884	1,295,057	1,295,057	1,030,000	1,030,000
PREPAID EXPENSES	183,603	-	192,529	131,145	131,145	180,000	180,000
TOTAL CURRENT ASSETS	2,603,203	2,267,810	2,246,115	1,779,925	1,779,925	1,560,000	1,560,000
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM							
TOTAL OTHER ASSETS	-	-	-	-	-	-	-
LAND / LAND IMPROVEMENTS	-	-	-	-	-	-	-
CONSTRUCTION IN PROGRESS	-	-	-	-	-	-	-
BUILDINGS AND IMPROVEMENTS	161,427	161,427	161,427	161,427	161,427	161,427	161,427
MACHINERY AND EQUIPMENT	2,282,770	2,282,770	2,297,912	2,017,807	2,017,807	2,400,000	2,400,000
ACCUMULATED DEPRECIATION	(1,915,425)	(2,035,587)	(2,152,472)	(1,942,496)	(2,026,731)	(2,151,731)	(2,276,731)
TOTAL CAPITAL ASSETS	528,772	408,610	306,867	236,738	152,503	409,696	284,696
TOTAL ASSETS	3,131,975	2,676,420	2,552,982	2,016,663	1,932,428	1,969,696	1,844,696
LIABILITIES & FUND EQUITY							
ACCOUNTS PAYABLE & ACCRUED LIABILITIES	77,065	109,269	88,287	87,825	87,825	87,825	87,825
DEFERRED REVENUE	-	-	-	-	-	-	-
INTERFUND LOAN (Short Term Cash Deficit)	179,418	795,179	-	-	-	-	-
DUE TO OTHER FUNDS	631	2,533	697	359	359	359	359
POLICY CLAIMS LIABILITIES - SHORT TERM	-	-	-	-	-	-	-
CAPITAL LEASE PAYABLE-SHORT TERM	-	-	-	-	-	-	-
REVENUE BONDS - SHORT TERM	-	-	-	-	-	-	-
TOTAL CURRENT LIABILITIES	257,114	906,981	88,984	88,184	88,184	88,184	88,184
REVENUE BONDS - LONG TERM	-	-	-	-	-	-	-
CAPITAL LEASE PAYABLE-LONG TERM	-	-	-	-	-	-	-
CONTRACTS PAYABLE - LONG TERM	-	-	-	-	-	-	-
INTERFUND LOAN FROM OTHER FUNDS	-	-	-	-	-	-	-
INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit)	3,175,400	1,107,028	1,277,772	1,142,931	966,395	874,413	874,413
POLICY CLAIMS LIABILITIES - LONG-TERM	-	-	-	-	-	-	-
TOTAL LONG-TERM LIABILITIES	3,175,400	1,107,028	1,277,772	1,142,931	966,395	874,413	874,413
TOTAL LIABILITIES	3,432,514	2,014,009	1,366,756	1,231,115	1,054,579	962,597	962,597
CONTRIBUTED CAPITAL	251,509	951,509	951,509	251,509	251,509	251,509	251,509
RETAINED EARNINGS	(552,048)	(289,098)	234,717	534,039	356,253	424,426	424,426
TOTAL FUND EQUITY / NET ASSETS	(300,539)	662,411	1,186,226	785,548	607,762	675,935	675,935
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	3,131,975	2,676,420	2,552,982	2,016,663	1,662,341	1,638,532	1,638,532

INCOME STATEMENT

TOTAL OPERATING REVENUES (before proposed rate impacts)	11,936,023	11,948,710	12,611,020	12,322,601	12,322,601	12,322,601	12,322,601
Rate Impact	-	-	-	-	-	-	-
TOTAL OPERATING REVENUES (after proposed rate impacts)	11,936,023	11,948,710	12,611,020	12,322,601	12,322,601	12,322,601	12,322,601
PERSONAL SERVICES	2,179,364	2,107,514	2,229,344	2,307,072	2,353,213	2,400,277	2,448,283
TRAVEL EXPENSE	2,261	7,876	9,557	15,706	15,706	10,000	10,000
CURRENT EXPENSE	9,448,333	9,410,226	9,654,706	9,482,277	9,482,277	9,900,000	9,900,000
CURRENT EXPENSE - DATA PROCESSING	39,240	37,625	53,450	93,168	93,168	93,168	93,168
DEPRECIATION EXPENSE	121,560	120,162	116,885	62,500	84,235	125,000	125,000
OTHER EXPENSES	22,847	22,027	23,266	25,200	93,205	93,205	93,205
TOTAL OPERATING EXPENSES	11,813,605	11,705,430	12,087,208	11,985,923	12,121,804	12,621,650	12,669,656
TOTAL OPERATING INCOME (LOSS)	122,418	243,280	523,812	336,678	200,797	(299,049)	(347,055)
GAIN (LOSS) ON SALE OF FIXED ASSETS	-	19,670	3	(48,393)	-	-	-
INTEREST INCOME	-	-	-	-	-	-	-
INTEREST EXPENSE	-	-	-	-	-	-	-
FEDERAL GRANTS	-	-	-	-	-	-	-
RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT	-	-	-	-	-	-	-
OPERATING TRANSFERS IN (OUT)	-	700,000	-	-	-	-	-
NET INCOME (LOSS)	122,418	962,950	523,815	288,285	200,797	(299,049)	(347,055)

CASH FLOW STATEMENT

BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	(3,246,101)	(3,175,400)	(1,107,028)	(1,277,772)	(1,142,931)	(966,395)	(874,413)
Total Cash from Sales	11,936,023	11,948,710	12,611,020	12,322,601	12,750,000	12,750,000	12,750,000
Capital Asset Disposal Proceeds	-	-	-	48,393	-	-	-
Federal Grants	-	-	-	-	-	-	-
State Appropriations	-	-	-	-	-	-	-
Other Sources	-	-	-	-	-	-	-
TOTAL SOURCES OF CASH	11,936,023	11,948,710	12,611,020	12,370,994	12,750,000	12,750,000	12,750,000
Cash Used for Operations	(11,865,322)	(9,880,338)	(12,772,153)	(12,173,653)	(12,523,464)	(12,608,018)	(12,608,018)
Payments for Capital Assets	-	-	(9,611)	(62,500)	(50,000)	(50,000)	(50,000)
State Appropriations	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-
TOTAL USES OF CASH	(11,865,322)	(9,880,338)	(12,781,764)	(12,236,153)	(12,573,464)	(12,658,018)	(12,658,018)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	(3,175,400)	(1,107,028)	(1,277,772)	(1,142,931)	(966,395)	(874,413)	(782,431)

Division of Facilities Construction and Management

Facilities Management



Finance

Purchasing & General Services

Facilities Construction & Management

Facilities Management

Risk Management

Fleet Operations



Facilities Construction and Management -- slide 1

Program Efficiencies

The Division of Facilities Construction and Management (DFCM) provides building management service to state agency subscribers. Service includes preventative and corrective maintenance, grounds care, energy management, contract management and accounting services.



162 Authorized FTEs
156 Current FTEs



Provided maintenance and management services to over 200 state-owned and leased buildings



\$36 million FY2021 adjusted revenue



Manage over 8 million square feet of space



Program Efficiencies

DFCM is focused on efficient building operation



Average operations and maintenance costs:
22% below local average
66% below national average



Statewide service through regionalized management groups



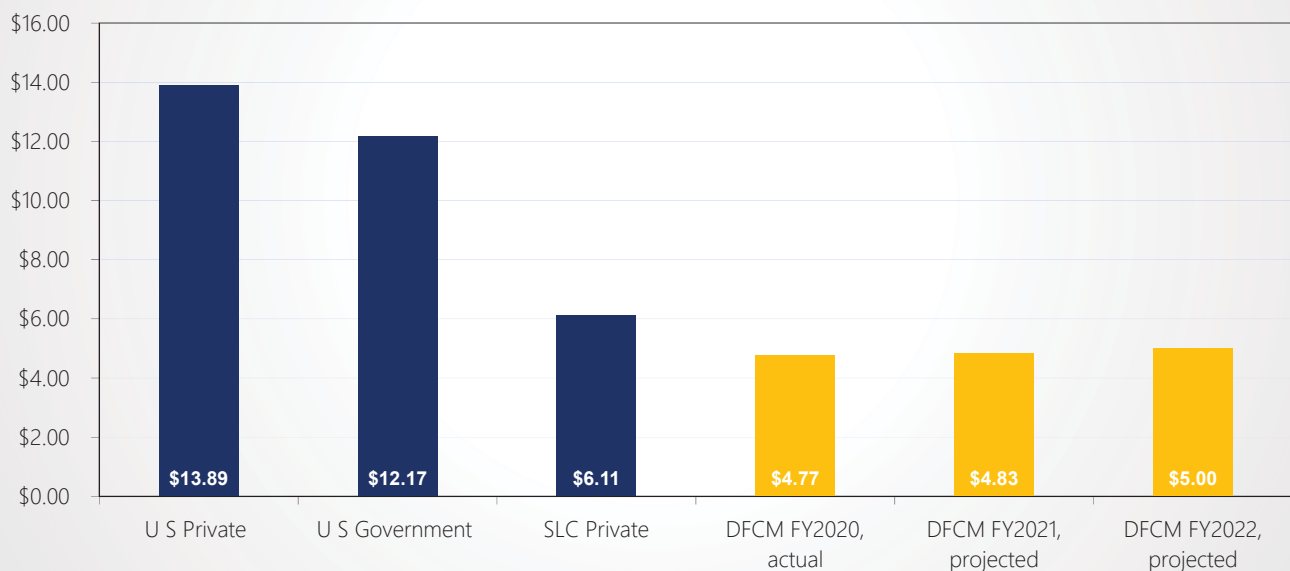
Energy efficient by optimizing operating schedules that provide cost savings based on reduced utility usage



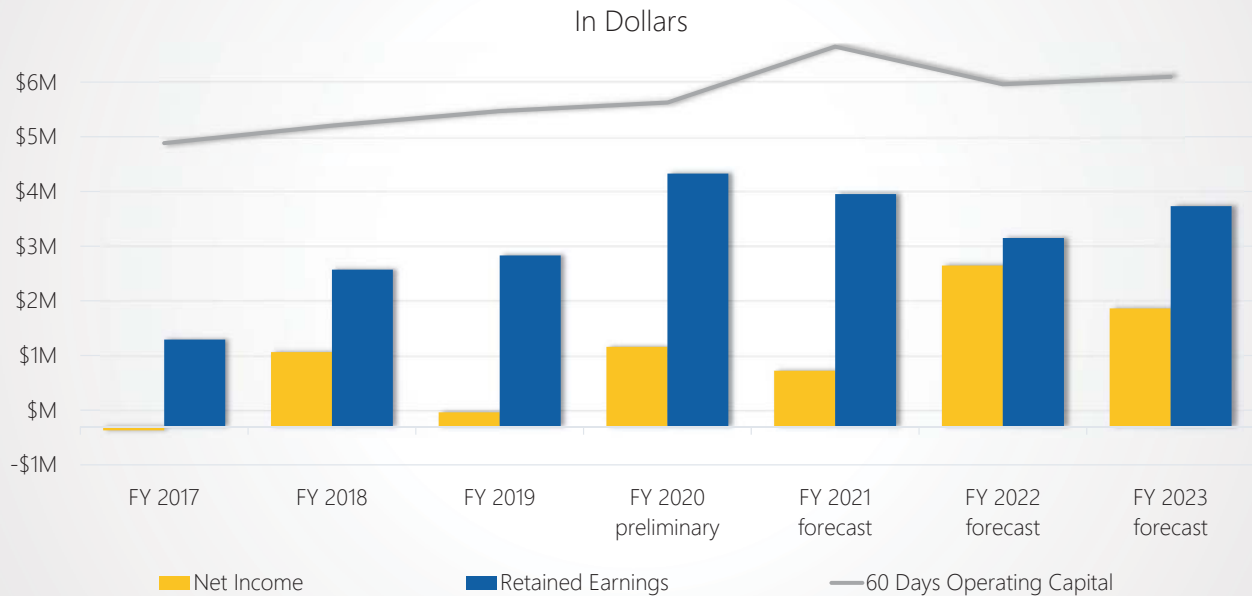
Combination of internal staff and private sector resources to provide cost-effective services

Cost Per Square Foot

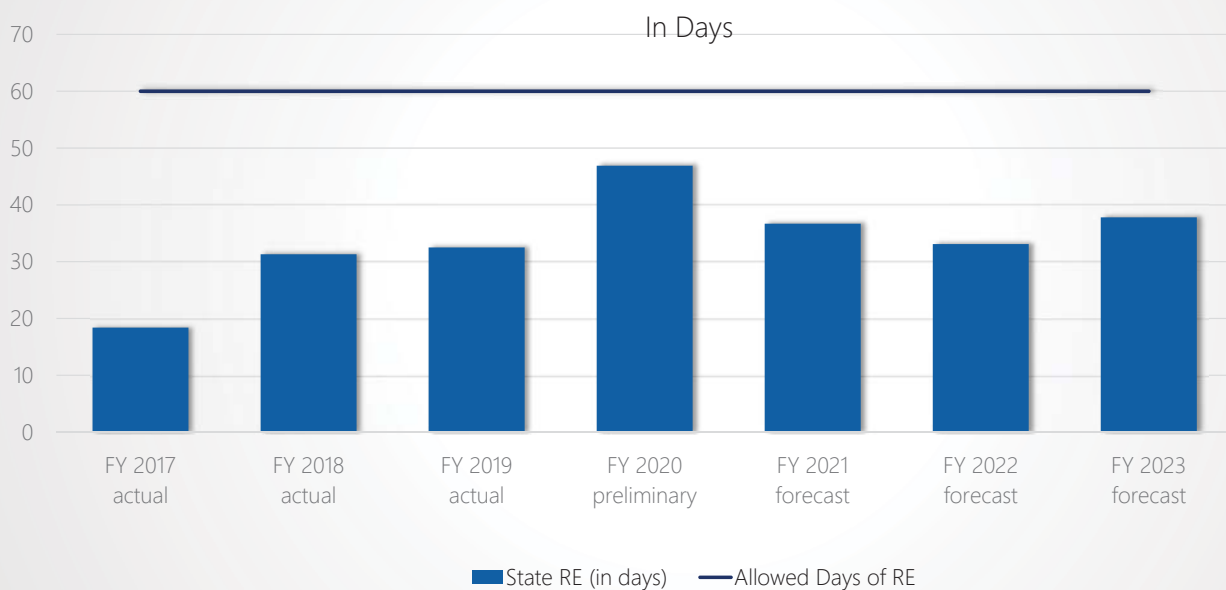
Based on BUILDING OWNERS AND MANAGERS ASSOCIATION (BOMA) Data
Calendar Year 2019 Information



Facilities Management Retained Earnings



Facilities Management Retained Earnings



Facilities Management Rates

Rate Recommendation

Approx build date	Unit	Name	Action	Proposed Change Amount	sq feet	Original sq ft cost	Proposed sq ft cost	Reason	Last Increase	FY22
1981	1265	Taylorsville State Office Building	Increase	2,891,435	406,475		7.11	New program		\$2,891,435
1995	1315	Richfield Courts	Increase	55,000	19,839	5.37	8.14	Deficit reduction	FY19	\$161,535
1993	1322	Cedar City Courts	Increase	52,000	17,037	6.08	9.13	Deficit reduction	FY10	\$155,520
1986	1325	DWS St George	Increase	20,000	7,400	8.98	11.68	Deficit reduction	FY14	\$86,452
2007	1331	Dixie Drivers License	Increase	10,000	7,360	8.55	9.91	Deficit reduction	FY18	\$72,928
2009	1333	St George Courts	Increase	85,000	95,550	5.39	6.28	Deficit reduction	FY13	\$550,353
2015	1337	DNR Cedar City	Increase	15,000	10,200	6.16	7.63	Deficit reduction	new FY16	\$77,790
2013	1338	Ivins VA Home	Increase	51,000	102,000	0.81	1.31	Deficit reduction	new FY16	\$134,064
2002	1340	Orem UDOT	Increase	37,000	49,775	3.13	3.58	Deficit reduction	FY10	\$178,192
1983	1347	Provo Juvenile Work Crew	Increase	58,000	8,123	1.99	9.13	Deficit reduction	FY19	\$74,128
1998	1351	Provo Regional Center	Increase	175,000	121,106	5.48	6.93	Deficit reduction	FY15	\$846,310
1981	1355	DWS Provo	Increase	51,000	26,600	5.45	7.37	Deficit reduction	FY18	\$195,970
2001	1369	Moab Regional Center	Increase	30,000	20,995	5.36	6.79	Deficit reduction	FY14	\$142,533
2013	1383	Payson VA Home	Increase	90,000	102,000	0.97	1.85	Deficit reduction	FY20	\$189,106
1983	1501	Heber Wells	Increase	215,500	189,228	4.95	6.09	Deficit reduction	FY19	\$1,152,179
1987	1593	Vernal Juvenile Court	Increase	20,000	4,786	4.23	8.41	Deficit reduction	FY09	\$40,256
2006	1616	Tooele Courts	Increase	42,700	58,968	5.28	6.00	Deficit reduction	FY13	\$354,051
1986	1705	DWS Ogden	Increase	50,000	23,800	6.46	8.56	Deficit reduction	FY15	\$203,748
1981	1719	Farmington Public Safety	Increase	32,000	8,500	8.05	11.81	Deficit reduction	FY13	\$100,425
2011	1762	DWS Brigham City	Increase	16,500	5,238	8.84	11.99	Deficit reduction	FY18	\$62,804

TOTAL CHANGE **\$3,997,135**

DFCM | Facilities Management | Rate Changes



Facilities Construction and Management -- slide 7

Taylorsville State Office Building Projections

Tenant	Total Tenant Bldg Area	\$7.11 per sq foot
Courts	31,648	\$225,017
Technology Services	105,147	\$747,595
Human Resource Management	15,548	\$110,546
Emergency Management	29,114	\$207,001
Insurance	23,241	\$165,244
Admin Services	72,129	\$512,837
Agriculture	58,673	\$417,165
Unassigned	70,975	\$506,030
TOTAL AMOUNT	406,475	\$2,891,435

DFCM | Facilities Management | Rate Changes



Facilities Construction and Management -- slide 8

TSOB Funding Request Summary

DESCRIPTION	FY 2022 PROJECTED
Beginning Balance	\$116
Total Expense	\$2,891,123
Agriculture O&M	\$417,165
Courts O&M	\$225,017
Administrative Service O&M	\$512,837
Technology Services O&M	\$747,595
Human Resources O&M	\$110,546
Emergency Management O&M	\$207,001
Insurance O&M	\$165,244
Vacant	\$506,030
Total Revenue	\$2,891,435
Surplus (Deficit)	\$312
Retained Earnings Balance	\$428
	406,475 sq ft

Facilities Management Rates

Rate Recommendation

FY 2021 Units for Projects or other Adjustments

Unit	Description	Type	Amount
	New ABC Stores		
1840	ABC Store - Saratoga Springs	New	\$52,020
1720	ABC Store - Farmington	New	\$52,020
1516	SLC VA Home	Limited scope maintenance	\$40,668
	Total		\$144,708

Rate Committee Action

Facilities Management Programs

DAS Recommended Actions

Action	Slide Number or Reference	Change
Approve rate adjustments for 20 programs	Facilities #7	\$3,997,135
Approve three new programs or scope changes	Facilities #10	\$144,708
Approve all other existing rates	H.B. 8 (2020) Lines 1707-2399	No Changes

1838	DEPARTMENT OF ADMINISTRATIVE SERVICES	
1839	DIVISION OF FACILITIES CONSTRUCTION AND MANAGEMENT - FACILITIES MANAGEMENT	
1840	DEQ Building	62,788.63
1841	Garage-Groundskeeper I	25.00
1842	New Provo Courts/Terrace	1,320,997.88
1843	Unified Lab #2	865,836.54
1844	Cedar City DNR	62,790.16
1845	Ivins VA Nursing Home	83,064.39
1846	Spanish Fork Veterinary Lab	50,716.03

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1847	Payson VA Nursing Home	99,105.70
1848	Vernal Drivers License	34,615.00
1849	Ogden VA Nursing Home	52,945.37
1850	Garage-Journey Boiler Operator	61.00
1851	Garage-Journey Carpenter	58.00
1852	Garage-Journey Plumber	60.00
1853	Utah State Developmental Center	2,648,357.00
1854	Lone Peak Forestry & Fire	45,820.65
1855	Alcoholic Beverage Control Stores	1,879,749.50
1856	Price Public Safety	90,897.00
1857	Ogden Juvenile Court	444,038.00
1858	Garage-Administrative Staff	49.00
1859	Garage-Apprentice Maintenance	49.00
1860	Garage-Electronics Resource Group	53.00
1861	Garage-Facilities Manager / Coord II	69.00
1862	Garage-Groundskeeper II	44.00
1863	Garage-Grounds Manager	49.00
1864	Garage-Grounds Supervisor	45.00
1865	Garage-Journey Electrician	62.00
1866	Garage-Journey HVAC	59.00
1867	Garage-Journey Maintenance	54.00
1868	Garage-Maintenance Supervisor	55.00
1869	Garage-Mechanic	46.00
1870	Garage-Office Specialist	45.00
1871	Garage-Temp Groundskeeper	22.00
1872	Wasatch Courts	9,577.00
1873	Chase Home	17,428.00
1874	Vernal DNR Regional	80,394.00
1875	Clearfield Warehouse C6 - Archives	152,535.84
1876	Clearfield Warehouse C7 - DNR/DPS	102,837.00
1877	Cedar City A P & P	28,444.00
1878	N UT Fire Dispatch Center	30,438.66
1879	Veteran's Memorial Cemetery	24,464.00
1880	Alcoholic Beverage Control Administration	805,415.00
1881	Juab County Court	76,798.00
1882	Agriculture	356,706.00
1883	Adult Probation and Parole Freemont Office Building	192,375.00

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1884	Archive Building	121,335.00
1885	Brigham City Court	169,400.00
1886	Brigham City Regional Center	573,808.00
1887	Calvin Rampton Complex	1,602,863.00
1888	Cannon Health	860,515.00
1889	Capitol Hill Complex	3,809,700.00
1890	Cedar City Courts	103,520.00
1891	Cedar City Regional Center	92,008.00
1892	Department of Administrative Services Surplus Property	59,747.00
1893	Department of Public Safety	
1894	DPS Crime Lab	42,000.00
1895	DPS Drivers License	185,577.00
1896	DPS Farmington Public Safety	68,425.00
1897	Fairpark Driver's License Division	61,571.00
1898	Dixie Drivers License	62,928.00
1899	Driver License West Valley	98,880.00
1900	Division of Services for the Blind and Visually Impaired Training Housing	49,736.00
1901	Farmington 2nd District Courts	537,465.00
1902	Glendinning Fine Arts Center	45,000.00
1903	Governor's Residence	177,156.00
1904	Heber M. Wells	936,679.00
1905	Highland Regional Center	331,766.40
1906	Human Services	
1907	DHS Clearfield East	127,306.00
1908	DHS Ogden - Academy Square	299,834.00
1909	DHS - Vernal	74,117.00
1910	Layton Court	105,896.00
1911	Logan 1st District Court	379,267.00
1912	Medical Drive - Family Health	260,640.00
1913	Moab Regional Center	112,533.00
1914	Murray Highway Patrol	141,738.00
1915	Natural Resources	745,072.00
1916	Natural Resources Price	124,323.00
1917	Natural Resources Richfield (Forestry)	104,508.14
1918	Navajo Trust Fund Administration	157,640.00
1919	Office of Rehabilitation Services	204,156.00
1920	Ogden Court	562,740.00

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1921	Ogden Juvenile Probation	211,134.00
1922	Ogden Regional Center	749,356.42
1923	DCFS - OREM	120,792.00
1924	Orem Public Safety	105,640.00
1925	Orem Region Three Department of Transportation	141,192.00
1926	Provo Juvenile Work Crew	16,164.77
1927	Provo Regional Center	664,011.00
1928	Public Safety Depot Ogden	34,822.00
1929	Richfield Court	106,535.68
1930	Richfield Dept. of Technology Services Center	39,000.00
1931	Richfield Regional Center	75,499.00
1932	Rio Grande Depot	493,565.00
1933	Salt Lake Court	1,868,160.00
1934	Salt Lake Government Building #1	972,934.00
1935	Salt Lake Regional Center - 1950 West	250,492.00
1936	St. George Courts	515,353.00
1937	St. George DPS	49,572.00
1938	St. George Tax Commission	64,224.00
1939	State Library	183,714.00
1940	State Library State Mail	156,261.00
1941	State Library Visually Impaired	124,027.00
1942	Taylorsville Center for the Deaf	138,681.00
1943	Taylorsville BCI	185,250.00
1944	Tooele Courts	311,351.00
1945	Unified Lab	883,894.00
1946	Utah Arts Collection	43,900.00
1947	Utah State Office of Education	410,669.00
1948	Utah State Tax Commission	970,200.00
1949	Vernal 8th District Court	248,649.00
1950	Vernal Division of Services for People with Disabilities	31,330.00
1951	Vernal Juvenile Courts	20,256.00
1952	West Jordan Courts	557,835.00
1953	West Valley 3rd District Court	148,350.00
1954	Work Force Services	
1955	DWS/DHS - 1385 South State	408,430.70
1956	DWS Administration	685,930.00
1957	DWS Brigham City	46,304.00

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1958	DWS Call Center	200,317.00
1959	DWS Cedar City	93,461.00
1960	DWS Clearfield/Davis County	180,633.00
1961	DWS Logan	140,088.00
1962	DWS Metro Employment Center	252,776.00
1963	DWS Midvale	135,640.00
1964	DWS Ogden	153,748.00
1965	DWS Provo	144,970.00
1966	DWS Richfield	58,072.00
1967	DWS South County Employment Center	176,196.00
1968	DWS St. George	66,452.00
1969	DWS Vernal	73,702.00
1970	Ogden Division of Motor Vehicles and Drivers License	91,964.00
1971	Ogden Radio Shop	16,434.00

**Pro Forma Financial Statements
DFCM ISF Maintenance**

8/15/2020

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	3,465,324	4,774,330	4,589,355	5,954,172	5,924,172	5,624,172	5,699,172
ACCOUNTS RECEIVABLE	6,131	72,986	66,900	1,217	36,808	20,756	20,757
DUE FROM OTHER FUNDS	220,234	709,674	657,081	683,377	528,996	465,382	465,382
INVENTORIES	-	-	-	-	-	-	-
PREPAID EXPENSES	51,816	54,973	77,907	84,769	53,647	57,604	23,043
TOTAL CURRENT ASSETS	3,743,506	5,611,964	5,391,242	6,723,535	6,543,623	6,167,913	6,208,354
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM	267,989	227,100	182,414	133,686	80,657	23,053	-
TOTAL OTHER ASSETS	267,989	227,100	182,414	133,686	80,657	23,053	-
LAND / LAND IMPROVEMENTS	-	-	-	-	-	-	-
CONSTRUCTION IN PROGRESS	-	-	-	-	-	-	-
BUILDINGS AND IMPROVEMENTS	-	-	-	-	-	-	-
MACHINERY AND EQUIPMENT	523,991	553,658	637,924	679,356	828,632	853,632	878,632
INTANGIBLE ASSETS - SOFTWARE	120,000	120,000	120,000	120,000	120,000	120,000	120,000
ACCUMULATED DEPRECIATION	(582,307)	(604,648)	(635,060)	(674,655)	(713,234)	(757,669)	(774,846)
TOTAL CAPITAL ASSETS	61,684	69,011	122,865	124,700	235,398	215,963	223,786
TOTAL ASSETS	4,073,179	5,908,075	5,696,521	6,981,921	6,859,677	6,406,930	6,432,140
LIABILITIES & FUND EQUITY							
VOUCHERS PAYABLE	1,766,327	2,238,460	2,011,770	2,006,806	2,110,383	2,514,704	2,014,704
ACCRUED LIABILITIES	364,463	406,872	318,147	160,899	363,160	363,160	363,160
UNEARNED REVENUE	9,600	4,800	4,900	2,107	-	-	-
INTERFUND LOAN (Short Term Cash Deficit)	-	-	-	-	-	-	-
DUE TO OTHER FUNDS	35,552	119,831	5,368	1,851	-	-	-
CONTRACTS NOTES PAYABLE - SHORT TERM	37,324	40,889	44,686	48,728	53,647	57,604	23,043
CAPITAL LEASE PAYABLE-SHORT TERM	-	-	-	-	-	-	-
REVENUE BONDS - SHORT TERM	-	-	-	-	-	-	-
TOTAL CURRENT LIABILITIES	2,213,265	2,810,852	2,384,870	2,220,391	2,527,190	2,935,468	2,400,907
REVENUE BONDS - LONG TERM	-	-	-	-	-	-	-
CAPITAL LEASE PAYABLE-LONG TERM	-	-	-	-	-	-	-
CONTRACTS PAYABLE - LONG TERM	267,989	227,100	182,414	133,686	80,647	23,053	-
INTERFUND LOAN FROM OTHER FUNDS	-	-	-	-	-	-	-
INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit)	-	-	-	-	-	-	-
POLICY CLAIMS LIABILITIES - LONG-TERM	-	-	-	-	-	-	-
TOTAL LONG-TERM LIABILITIES	267,989	227,100	182,414	133,686	80,647	23,053	-
TOTAL LIABILITIES	2,481,254	3,037,952	2,567,284	2,354,077	2,607,837	2,958,521	2,400,907
CONTRIBUTED CAPITAL	-	-	-	-	-	-	-
RETAINED EARNINGS - DESIGNATED	150,000	150,000	150,000	150,000	100,000	100,000	100,000
RETAINED EARNINGS	1,441,925	2,720,123	2,979,237	4,477,844	4,151,842	3,348,410	3,931,234
TOTAL FUND EQUITY / NET ASSETS	1,591,925	2,870,123	3,129,237	4,627,844	4,251,841	3,448,409	4,031,233
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	4,073,179	5,908,075	5,696,521	6,981,921	6,859,678	6,406,930	6,432,140

INCOME STATEMENT							
TOTAL OPERATING REVENUES (after proposed rate impacts)	31,039,083	34,325,409	34,841,442	36,996,163	42,718,033	40,490,010	40,520,418
PERSONAL SERVICES (5101-5300)	8,613,986	9,752,004	10,608,804	11,397,414	12,597,901	13,151,568	13,785,491
TRAVEL EXPENSE (6001-6057)	19,996	15,117	27,971	13,805	90	35	20,103
CURRENT EXPENSE (6115-6296)(6407) (6730) (7901)	21,657,197	22,563,434	23,210,531	23,366,942	28,338,905	23,498,980	23,673,104
CURRENT EXPENSE - DATA PROCESSING (6500-6595 & 6467-6480)	449,066	510,510	561,292	589,246	511,080	594,026	594,026
DEPRECIATION EXPENSE (6792)	27,541	28,488	30,412	39,596	46,780	35,161	22,723
OTHER EXPENSES (SWCAP) (7520-7523)	362,752	190,517	215,886	190,863	240,004	301,810	301,810
TOTAL OPERATING EXPENSES	31,130,536	33,060,069	34,654,896	35,597,867	41,734,759	37,581,580	38,397,258
TOTAL OPERATING INCOME (LOSS)	(91,453)	1,265,339	186,545	1,398,296	983,273	2,908,430	2,123,161
GAIN (LOSS) ON SALE OF FIXED ASSETS (2777)	13,903	2,530	-	-	-	-	-
INTEREST INCOME (4584)	90	145	227	174	39	39	39
INTEREST EXPENSE (6264)	(15,657)	(4,145)	(12,119)	(10,094)	(7,882)	(7,882)	(7,882)
PROPERTY LEASES (2805)	90,396	97,017	87,900	68,800	94,659	94,659	94,659
FEDERAL GRANTS	-	-	-	-	-	-	-
RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT (75)	(12,080)	-	(3,439)	-	-	-	-
OPERATING TRANSFERS IN (OUT) (8500)	(54,564)	-	-	-	(50,000)	(50,000)	(50,000)
NET INCOME (LOSS)	(69,364)	1,360,886	259,114	1,457,176	1,020,090	2,945,247	2,159,977

CASH FLOW STATEMENT							
BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	3,404,489	3,465,324	4,774,330	4,589,355	5,954,172	5,924,172	5,624,172
Total Cash from Sales	31,039,083	34,325,409	34,841,442	36,879,057	42,188,033	37,226,721	38,429,837
Capital Asset Disposal Proceeds	13,903	2,530	-	-	-	-	-
Federal Grants	-	-	-	-	-	-	-
State Appropriations	-	-	-	-	-	-	-
Other Sources - Lease Payments (code 2805)	90,396	97,017	87,900	68,800	94,659	94,659	94,659
Other Sources - Interest Earnings	90	145	227	174	39	39	39
TOTAL SOURCES OF CASH	31,143,473	34,425,100	34,929,569	36,948,031	42,282,731	37,321,419	38,524,535
Cash Used for Operations	(30,991,544)	(33,080,281)	(35,080,693)	(35,558,272)	(42,237,731)	(37,546,419)	(38,374,535)
Payments for Capital Assets	(24,449)	(35,814)	(30,412)	(24,943)	(25,000)	(25,000)	(25,000)
State Appropriations	(54,564)	-	-	-	(50,000)	(50,000)	(50,000)
Other Uses - Federal Refund	(12,080)	-	(3,439)	-	-	-	-
TOTAL USES OF CASH	(31,082,638)	(33,116,095)	(35,114,544)	(35,583,214)	(42,312,731)	(37,621,419)	(38,449,535)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	3,465,324	4,774,330	4,589,355	5,954,172	5,924,172	5,624,172	5,699,172

Division of Risk Management

Liability

Property

Auto Physical Damage

Workers Compensation

Learning Management System



Lines of Coverage



Risk Management | Overview



Risk Management -- slide 3

Risk Fund Coverage



Risk Management | Overview

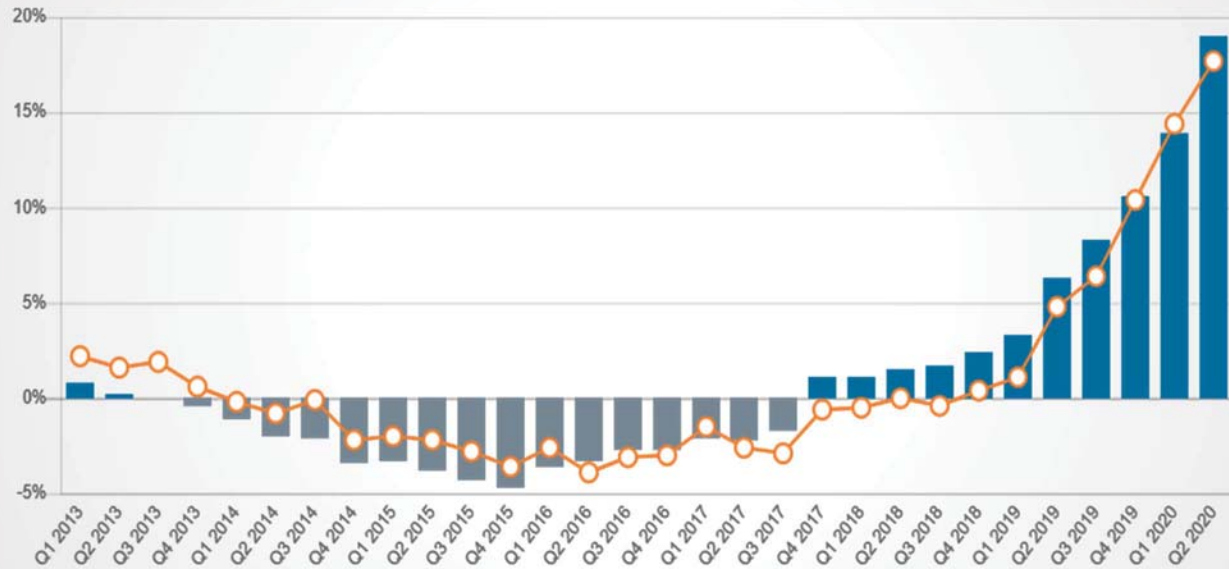


- State Risk Management Fund
 - Internal Exposure/Experience
- Excess Property/Casualty Insurance
 - Internal & External Exposure/Experience
 - Impacts Overall Rates
- Sharing of Rate Impacts
 - More weight to experience

Risk Management -- slide 4

US Insurance Composite Renewal Rate

August 2020 Insights – Marsh Global Analytics



Risk Management | Overview



Risk Management -- slide 5

Liability Program

- Impacts
 - Loss Experience
 - Excess Liability Insurance
 - Excess Liability Reinsurance

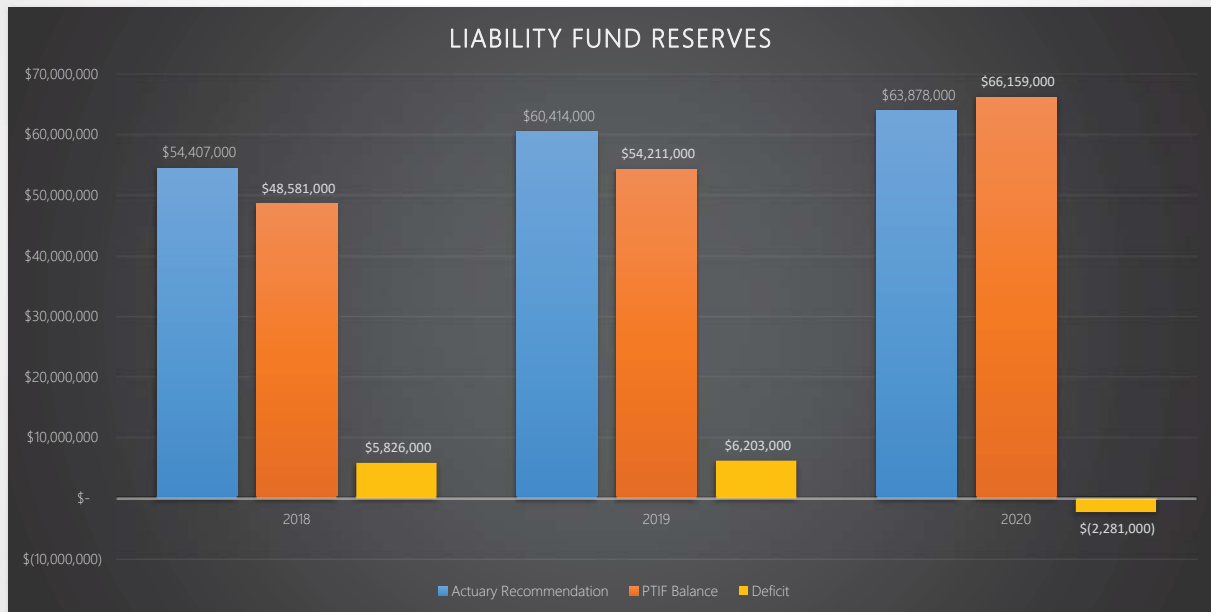


Risk Management | Liability Coverage | Overview



Risk Management -- slide 6

Liability Reserve Status



Risk Management | Liability Coverage | Reserve Status



Risk Management -- slide 7

Liability Premiums by Risk Pool

Re-capturing Historical Losses

Premium Projections

(Numbers in Thousands)					
Risk Pool	Premiums		Change		
	FY2021	FY2022	Dollars	Percent	
Charter Schools	\$ 397.78	\$ 534.14	\$ 136.36	34.3%	
Higher Education	\$ 6,438.84	\$ 7,010.54	\$ 571.70	8.9%	
Independent Agencies	\$ 52.94	\$ 62.18	\$ 9.24	17.4%	
School Districts	\$ 10,543.84	\$ 8,656.18	\$(1,887.66)	-17.9%	
State Agencies	\$ 9,714.78	\$ 10,958.55	\$ 1,243.77	12.8%	
Total	\$ 27,148.18	\$ 27,221.59	\$ 73.41	0.3%	

Risk Management | Liability Insurance | Rate Changes

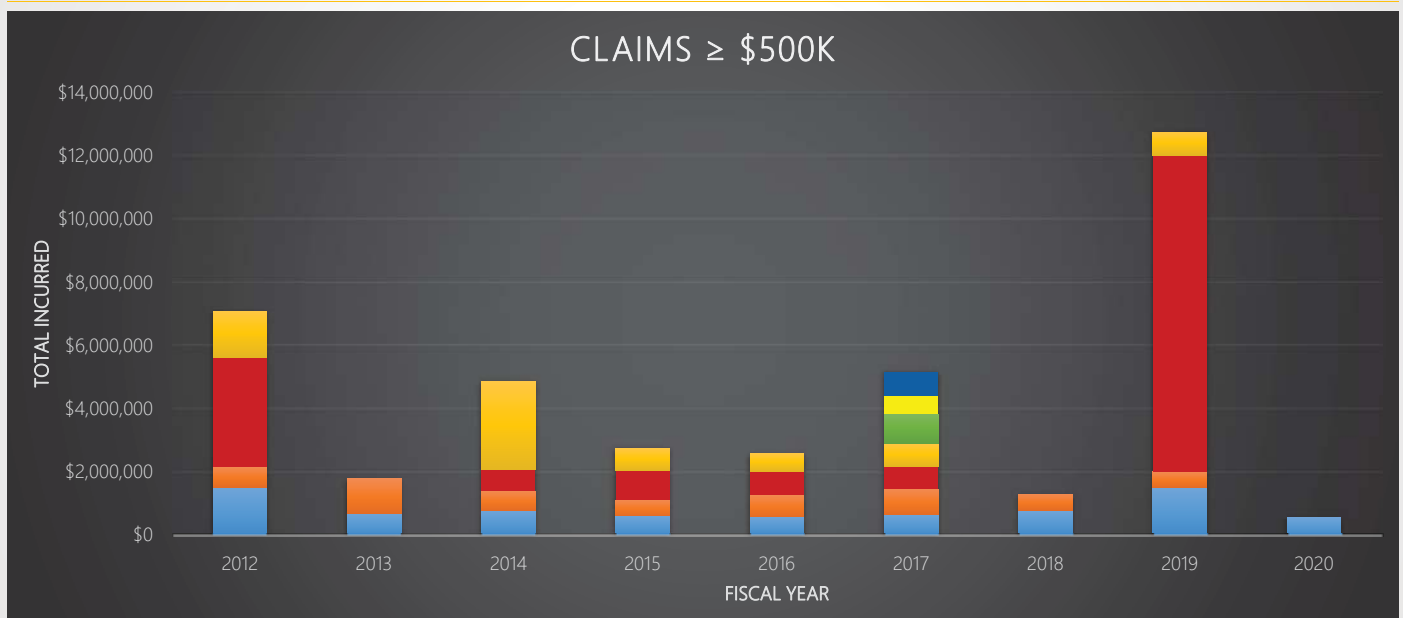


Risk Management -- slide 8

Public Sector Social Inflation

- 2020 State of Washington – Negligence/Wrongful Death **\$98Million**
- 2011 Cottageville, SC – Law Enforcement Liability **\$97Million**
- 2014 State of Washington – Negligence **\$71.5Million**
- 2012 East Cleveland, OH – Law Enforcement Liability **\$53Million**
- 2012 State of Washington – Negligence **\$50Million**
- 2010 Chicago, IL – Law Enforcement Liability **\$44.7Million**
- 2016 Baltimore County, MD – Law Enforcement Liability **\$37Million**
- 2011 Mount Vernon SD, NY – Sexual Molestation **\$28Million**
- 2016 State of Nevada – Negligence **\$25Million**
- 2010 Los Angeles PD, CA – Law Enforcement Liability **\$24Million**
- 2010 Los Angeles County SD, CA – Sexual Molestation **\$20.6Million**
- 2015 State of Wisconsin – Law Enforcement Liability **\$18.9Million**
- 2016 San Diego County, CA – Law Enforcement Liability **\$12.6Million**
- 2017 State of Michigan – Law Enforcement Liability **\$12Million**

Liability Fund Experience



Excess Liability Renewal

- 27 Carriers Approached
 - No Response (2)
 - Outside Appetite (12)
 - \$10-\$20 Million SIR (6)
 - Won't Follow BRIT Form (5)
 - Premium Too Low (Most)

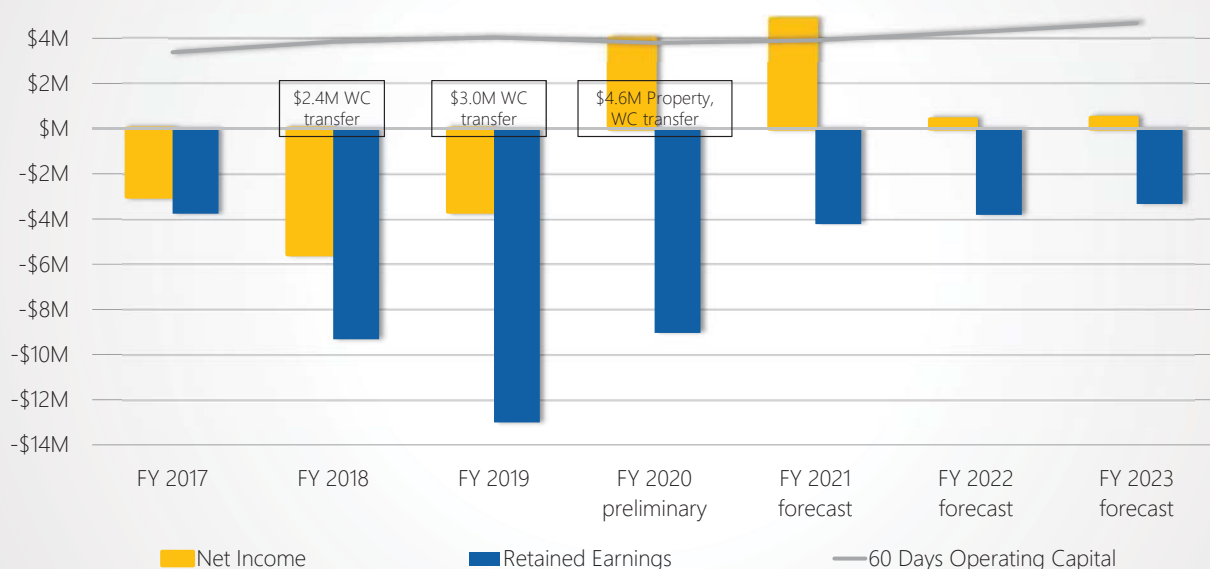
Excess Liability Changes

- Renewal (BRIT)
 - SIR increase from \$1M to \$2M (+100%)
 - Per claim limit decrease from \$10M to \$3M (-70%)
 - Annual aggregate decrease from \$20M to \$6M (-70%)
 - Premium increase from \$574K to \$862K (+33%)
 - Sexual Abuse (claims-made) – retro date 8/1/2020

Excess Liability Reinsurance

- Everest Re
 - Premium - \$1.65Million
 - Limits/Occurrence - \$5Million x \$5Million
 - Limits/Aggregate - \$10Million x \$6Million
 - Follows BRIT Form and Retro Dates

Liability Retained Earnings



The Road Ahead



Risk Management | Liability Insurance



Risk Management -- slide 15

Property Program



Risk Management | Property Insurance



Risk Management -- slide 16

Property Premiums by Risk Pool

Premium Projections

(Numbers in Thousands)

Risk Pool	Premiums		Change	
	FY2021	FY2022	Dollars	Percent
Charter Schools	\$ 269.03	\$ 312.95	\$ 43.93	16.3%
Higher Education	\$ 7,217.30	\$ 10,368.45	\$ 3,151.15	43.7%
Independent Agencies	\$ 89.74	\$ 146.20	\$ 56.46	62.9%
School Districts	\$ 7,777.85	\$ 9,352.96	\$ 1,575.11	20.3%
State Agencies	\$ 3,519.07	\$ 3,937.67	\$ 418.60	11.9%
Total	\$ 18,872.98	\$ 24,118.22	\$ 5,245.24	27.8%



FY2021 Renewal Challenges

- **Hard Market Conditions**
 - Dramatic rate increases on loss-free accounts
 - Constriction of terms and conditions
 - Reduction of carrier's working lines
- **Competitively Priced Account**
 - Increased reinsurance costs
 - Management oversight and approval

FY2020 Property Losses

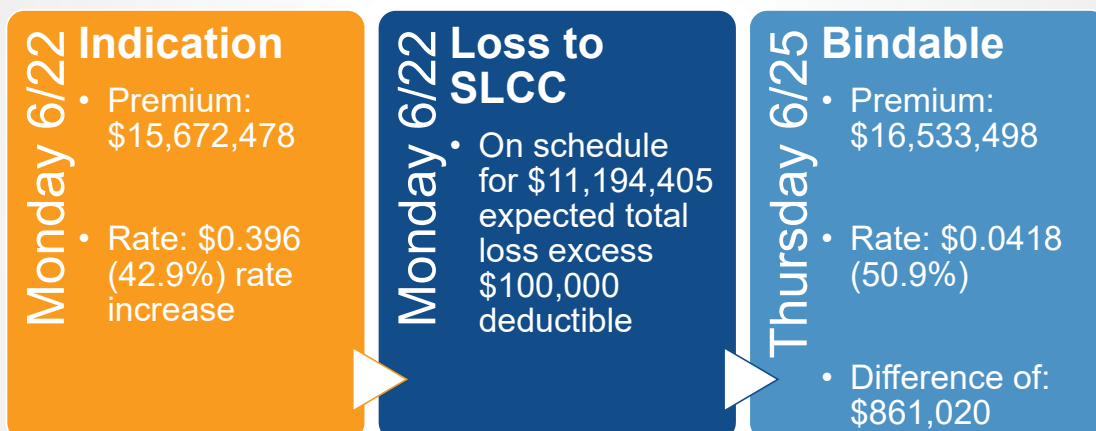


Risk Management | Overview



Risk Management -- slide 19

FY2021 Excess Property Premium



Expiring Premium: \$11,762,579 (40.6% increase)

Risk Management | Overview



Risk Management -- slide 20

Excess Property Renewal Details

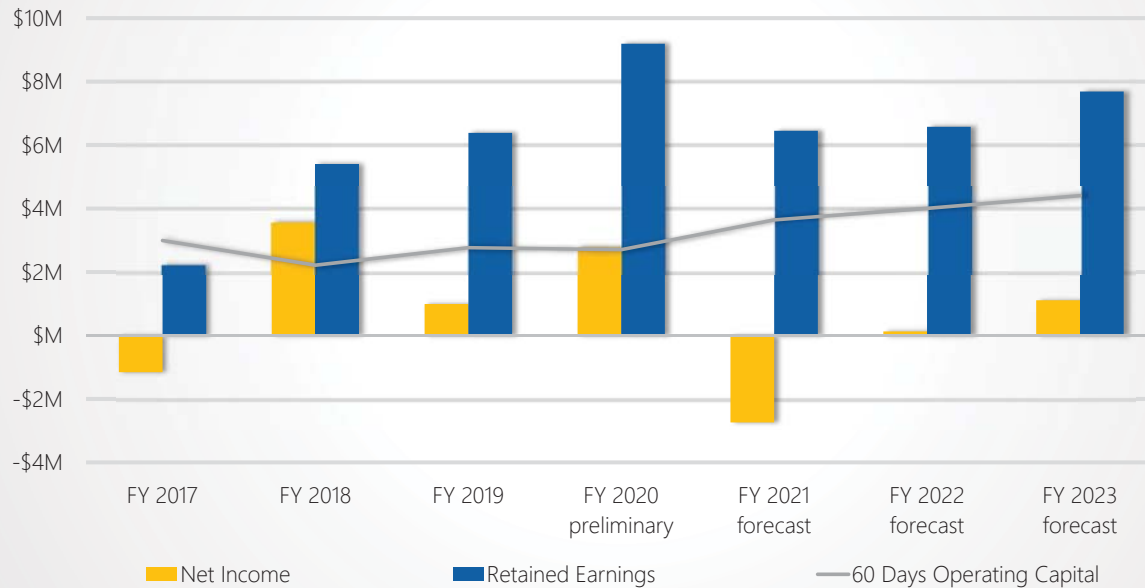
- Earthquake Program
 - Retained \$525M Limits
 - Deductible increased from \$1M per occurrence to 2% per unit, minimum \$5M/maximum \$25M per occurrence
 - Premium savings: \$2,016,182
- Property Program Retentions
 - \$1M per claim and \$3.5M aggregate deductibles
 - \$100K Course of Construction Deductible
 - \$525M Flood Limits
 - Most of broad manuscript form

Builders Risk Premium Increase

- Current rate:
 - 0.053 per \$100 of K value
- Proposed rate:
 - 0.080 per \$100 of K value
- Why?
 - \$861,020 excess property premium increase due to SLCC ATC Fire
 - Commercial BR rates outstripping traditional property rates



Property Retained Earnings

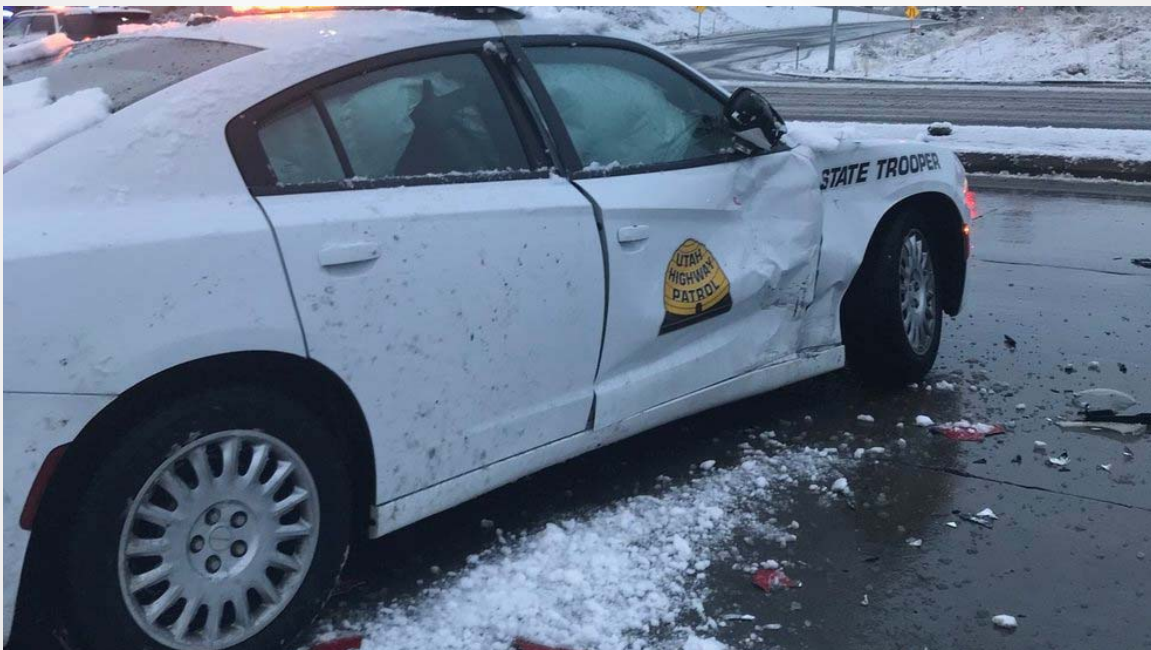


Risk Management | Property Insurance | Retained Earnings



Risk Management -- slide 23

Auto Physical Damage Program



Risk Management | Auto Physical Damage Coverage



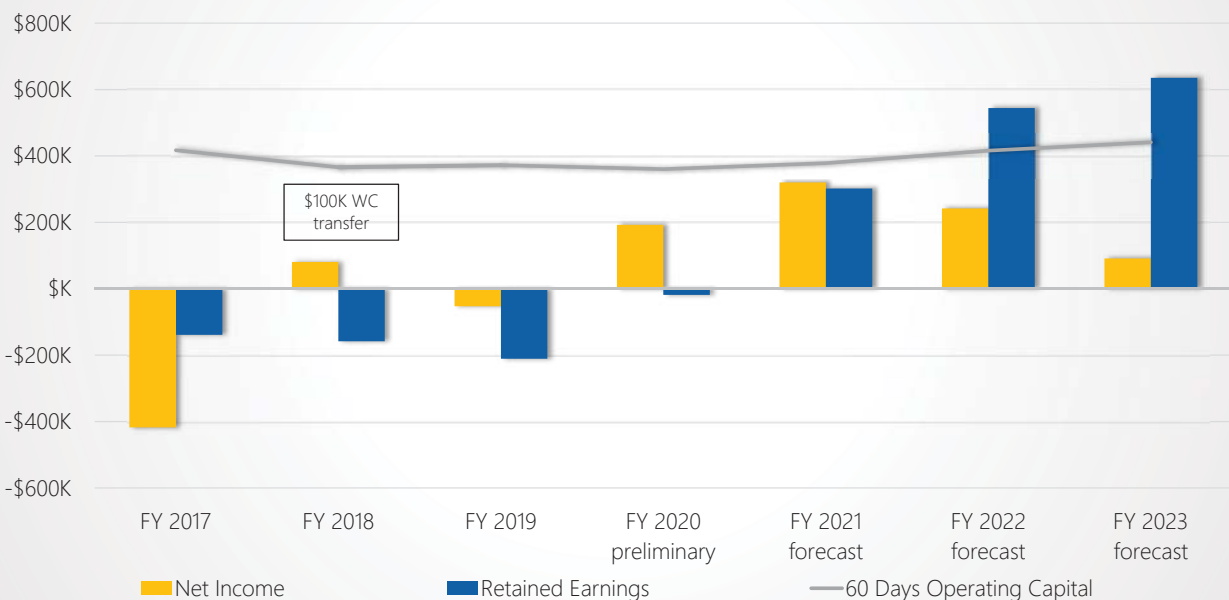
Risk Management -- slide 24

Auto Physical Damage Premiums by Risk Pool

Premium Projections

(Numbers in Thousands)		Premiums		Change	
Risk Pool		FY2021	FY2022	Dollars	Percent
Charter Schools	\$	19.99	\$ 24.11	\$ 4.12	20.6%
Higher Education	\$	214.00	\$ 234.05	\$ 20.06	9.4%
Independent Agencies	\$	5.17	\$ 6.05	\$ 0.89	17.2%
School Districts	\$	1,023.34	\$ 1,211.60	\$ 188.26	18.4%
State Agencies	\$	1,326.13	\$ 1,250.48	\$ (75.65)	-5.7%
Total	\$	2,588.62	\$ 2,726.29	\$ 137.67	5.3%

Auto Retained Earnings



Workers Compensation Program



Workers Compensation Premiums by Risk Pool

Rate Recommendation

(per \$100 payroll) Risk Pool	Premiums		Change	
	FY2021	FY2022	Dollars	Percent
Aviation Crew	\$1.38	\$1.60	\$0.22	16%
State Workers	\$0.58	\$0.61	\$0.03	5%
UDOT Worker	\$1.25	\$1.60	\$0.35	28%

Section 34A-3-202 Utah Occupational Disease Act

- WCF Premium Increase of **\$1.4Million** – July 1, 2020
- Legal causation presumption for first responders who claim to have contracted COVID-19 in scope of employment

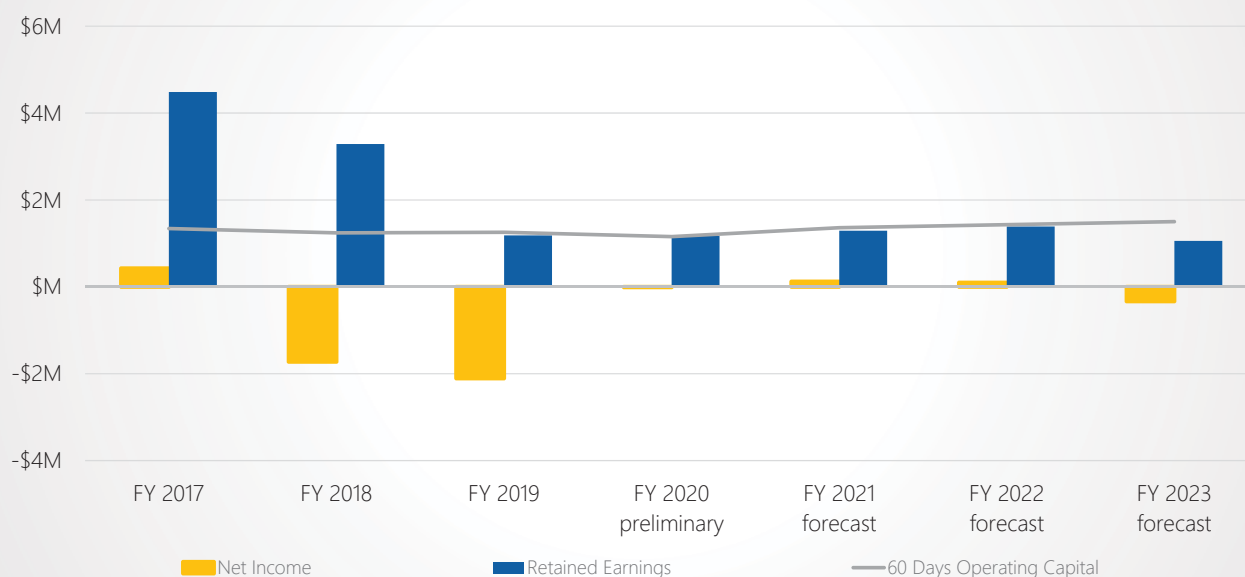


Risk Management | Workers Compensation | Rate Changes



Risk Management -- slide 29

Workers Compensation Retained Earnings



*\$2.5 million was transferred to Liability (\$2.4 million) and Auto (\$100,000) to help reduce the impact of premium increases.

Risk Management | Workers Compensation | Retained Earnings



Risk Management -- slide 30

Learning Management System (LMS)



Learning Management System (LMS)

- The Utah Learning Portal is a statewide Learning Management System.
- A Risk Management employee provides assistance to other departments with implementation and system issues.
 - Current garage rate of \$55/hour.
 - Rate is not charged on the first 50 hours of assistance.

Learning Management System (LMS)

Rate Recommendation

No change to current rate structure

Rate Committee Action

Risk Management Programs

DAS Recommended Actions

Action	Slide Number or Reference	Change
Approve liability premium increases	Risk #8	\$73,413
Approve property premium increases	Risk #17	\$5,245,244
Approve builders risk rate	Risk #22	34%
Approve automobile premium increases	Risk #25	\$137,674
Approve workers compensation rates	Risk #28	\$402,257
Approve the existing learning management system rate	H.B. 8 (2020) Lines 2115-2117	No Change



2113	RISK MANAGEMENT	
2114	ISF - Risk Management Administration	
2115	Learning Management System	
2116	Learning Management System - Enterprise Rate (per Hour)	55.00
2117	Learning Management System - Garage Rate (per Hour)	55.00
2118	Estimated Liability Premiums	
2119	Administrative Services	360,602.00
2120	Agriculture	72,138.00
2121	Alcoholic Beverage Control	96,916.00
2122	Attorney General's Office	196,062.00
2123	Auditor	12,522.00
2124	Capitol Preservation Board	9,642.00
2125	Career Service Review Office	500.00
2126	Commerce	60,954.00
2127	Commission on Criminal and Juvenile Justice	41,928.00
2128	Heritage and Arts	58,226.00
2129	Corrections	912,822.00
2130	Courts	257,246.00
2131	Utah Office for Victims of Crime	138,082.00
2132	Education	303,855.00
2133	Environmental Quality	122,032.00
2134	Fair Park	13,550.00
2135	Financial Institutions	13,492.00
2136	Governor	43,138.00
2137	Governor's Office of Management and Budget	6,062.00
2138	Governor's Office of Economic Development	8,633.00
2139	Health	307,569.00
2140	Heber Valley Railroad	3,853.00
2141	House of Representatives	9,112.00
2142	Human Resource Management	27,926.00

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2143	Human Services	641,124.00
2144	Labor Commission	25,662.00
2145	Insurance	23,414.00
2146	Legislative Fiscal Analyst	7,006.00
2147	Legislative Auditor	8,207.00
2148	Legislative Printing	1,573.00
2149	Legislative Research & General Counsel	21,737.00
2150	Legislative Services	7,267.00
2151	National Guard	102,126.00
2152	Natural Resources	535,484.00
2153	Navajo Trust Fund	2,229.00
2154	Public Lands	7,563.00
2155	Public Safety	689,743.00
2156	Public Service Commission	4,510.00
2157	School and Institutional Trust Fund	2,133.00
2158	School and Institutional Trust Lands	18,970.00
2159	Senate	5,520.00
2160	Tax Commission	164,549.00
2161	Technology Services	184,282.00
2162	Treasurer	7,394.00
2163	Utah Communications Network	36,138.00
2164	Utah Science and Technology and Research	8,332.00
2165	Veteran's Affairs	11,433.00
2166	Workforce Services	492,189.00
2167	Transportation	3,810,000.00
2168	Board of Regents	94,039.00
2169	Bridgerland Technical College	45,471.00
2170	Davis Technical College	51,822.00
2171	Ogden-Weber Technical College	61,526.00
2172	Uintah Basin Technical College	27,670.00
2173	Tooele Technical College	14,493.00
2174	Dixie Technical College	55,105.00
2175	Mountainland Technical College	40,195.00
2176	Southwest Technical College	18,204.00
2177	Utah System of Technical Colleges	19,652.00
2178	Dixie State University	349,635.00
2179	Salt Lake Community College	483,321.00

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2180	Snow College	116,843.00
2181	Southern Utah University	299,727.00
2182	University of Utah	2,305,930.00
2183	Utah State University	1,275,026.00
2184	Utah Valley University	726,319.00
2185	Weber State University	547,902.00
2186	School Districts	10,543,840.00
2187	Charter Schools	12.77
2188	\$12.77 per Student, \$1,000 minimum	
2189	Liability Premiums	
2190	Charter School Pre-opening Liability Coverage (per School)	1,000.00
2191	Non-Compliance Penalty - Risk Reduction Form	5% Penalty
2192	Failure to submit Annual Risk Reduction Form - up to 5% Penalty.	
2193	Non-Compliance Penalty - Self Inspection Survey	10% Penalty
2194	Failure to complete Self-Inspection Survey - up to 10% Penalty.	
2195	Non-Compliance Penalty (K-12) Cheerleader Safety Training	10% Penalty
2196	Failure to attend annual cheer clinic - up to 3% Penalty. Non-compliance	
2197	penalties in total not to exceed 15% per entity.	
2198	Specialized Lines of Coverage	1.00
2199	Specialized lines of insurance outside of typical coverage lines. Pass	
2200	through costs direct from insurance provider.	
2201	Estimated Property Insurance Rates	
2202	Utah Office of Administrative Rules	107.00
2203	Utah Division of Archives and Records Service	29,072.00
2204	Office of State Debt Collection	174.00
2205	Utah Department of Administrative Services	137.00
2206	Utah Division of Facilities Construction and Management	894,182.00
2207	Utah Division of Finance	1,414.00
2208	Utah Division of Fleet Operations	308.00
2209	Utah Division of Purchasing and General Services	11,877.00
2210	Utah Division of Risk Management	458.00
2211	Utah Department of Agriculture and Food	5,486.00
2212	Utah Department of Alcoholic Beverage Control	50,343.00
2213	Utah Office of the Attorney General	2,881.00
2214	Office of the State Auditor	697.00
2215	Utah State Capitol Preservation Board	418,701.00
2216	Career Service Review Board	45.00

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2217	Utah Department of Commerce	2,987.00
2218	Utah Department of Corrections	406,132.00
2219	Utah State Courts	39,222.00
2220	Utah State Board of Education	11,728.00
2221	Utah Department of Environmental Quality	10,480.00
2222	Utah Department of Financial Institutions	416.00
2223	Utah Governor's Office	6,082.00
2224	Utah Commission on Criminal and Juvenile Justice	899.00
2225	Utah Governor's Office of Economic Development	1,186.00
2226	Utah Governor's Office of Management and Budget	1,245.00
2227	Utah Office for Victims of Crime	754.00
2228	Utah Department of Health	12,954.00
2229	Utah Department of Heritage and Arts	469.00
2230	Utah Division of Arts & Museums	13,042.00
2231	Utah State Library Division	7,545.00
2232	Utah Division of State History	69,896.00
2233	Utah House of Representatives	1,430.00
2234	Utah Department of Human Resource Management	499.00
2235	Juvenile Justice Services	127,772.00
2236	Utah State Hospital	88,130.00
2237	Utah Department of Human Services	21,210.00
2238	Utah State Developmental Center	59,172.00
2239	Utah Insurance Department	871.00
2240	Judicial Conduct Commission	38.00
2241	Utah Labor Commission	2,175.00
2242	Office of the Legislative Auditor General	438.00
2243	Office of the Legislative Fiscal Analyst	189.00
2244	Legislative Printing Office	816.00
2245	Office of Legislative Research and General Counsel	756.00
2246	Utah Medical Education Council (UMEC)	34.00
2247	Utah National Guard	296,006.00
2248	Utah Division of Forestry, Fire and State Lands	7,305.00
2249	Utah Division of Oil, Gas and Mining	1,325.00
2250	Utah Division of State Parks and Recreation	159,194.00
2251	Utah Geological Survey	1,673.00
2252	Utah Division of Water Resources	1,277.00
2253	Utah Division of Water Rights	1,288.00

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2254	Utah Division of Wildlife Resources	81,866.00
2255	Department of Natural Resources	19,828.00
2256	Utah Navajo Trust Fund	2,475.00
2257	Board of Pardons and Parole	849.00
2258	Utah's Public Lands Policy Coordination Office	363.00
2259	State Fire Marshal Office	401.00
2260	Utah Department of Public Safety	35,958.00
2261	Driver License Division	6,538.00
2262	Division of Emergency Services	12.00
2263	Public Service Commission	915.00
2264	Utah State Board of Regents	14,559.00
2265	Utah Schools for the Deaf and Blind	48,019.00
2266	Utah State Senate	704.00
2267	Utah State Tax Commission	9,285.00
2268	Department of Technology Services	62,584.00
2269	Utah Department of Transportation	314,641.00
2270	UDOT Division of Aeronautics	2,351.00
2271	Equipment Management Division	8,445.00
2272	Utah State Treasurer	700.00
2273	School & Institutional Trust Lands Office	3,451.00
2274	State School and Institutional Trust Funds	46.00
2275	Utah Department of Veterans' and Military Affairs	105,038.00
2276	Department of Workforce Services	27,525.00
2277	Heber Valley Railroad	2,525.00
2278	Utah Communications Authority	44,401.00
2279	Utah State Fairpark	42,812.00
2280	Bridgerland Technical College	47,400.00
2281	Davis Technical College	70,300.00
2282	Dixie Technical College	27,300.00
2283	Mountainland Technical College	28,000.00
2284	Ogden-Weber Technical College	75,300.00
2285	Southwest Technical College	16,300.00
2286	Tooele Technical College	8,100.00
2287	Uintah Basin Technical College	37,000.00
2288	Dixie State University	193,500.00
2289	Salt Lake Community College	381,700.00
2290	Snow College	175,400.00

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2291	Southern Utah University	305,900.00
2292	University of Utah	3,575,400.00
2293	Utah State University	1,219,600.00
2294	Utah State University Eastern	107,900.00
2295	Utah System Of Technical Colleges	100.00
2296	Utah Valley University	512,300.00
2297	Weber State University	435,800.00
2298	School Districts	7,777,847.00
2299	Charter Schools	269,026.00
2300	Property Premiums	
2301	Premium for Existing Insured Building and Contents	See formula
2302	The value from prior year is multiplied by the Marshall & Swift Valuation	
2303	Service rates associated w/ Building Construction Class, Occupancy Type,	
2304	Building Quality, & Fire Protection Code. Self-reported values may also be	
2305	accepted. Building value and loss history provided to actuary, who proposes	
2306	rates net of property discounts and surcharges listed below.	
2307	Premium for newly Insured Buildings	
2308	Buildings valued in excess of \$25 million reported to broker, who obtains	
2309	rate from excess insurance carrier. Initial premium cost is passed through to	
2310	covered entity.	
2311	Property Discounts	
2312	Fire Suppression Sprinklers	15% discount
2313	Smoke alarm/Fire detectors	5% discount
2314	Flexible water/Gas connectors	1% discount
2315	Property Surcharges	
2316	Lack of compliance with Risk Mgt. recommendations	10% surcharge
2317	Building built prior to 1950	10% surcharge
2318	Property Penalties	
2319	Non-Compliance Penalty - Risk Reduction Form	5% Penalty
2320	Failure to submit Annual Risk Reduction Form - up to 5% Penalty.	
2321	Non-Compliance Penalty - Self Inspection Survey	10% Penalty
2322	Failure to complete Self-Inspection Survey - up to 10% Penalty .	
2323	Premium for Course of Construction	
2324	Rate per \$100 of value	0.053
2325	Charged once per project (unless scope changes)	
2326	Automobile/Physical Damage Premiums	
2327	Utah Division of Purchasing and General Services	214.00

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2328	Utah Division of Risk Management	937.00
2329	Utah Division of Facilities Construction and Management	22,335.00
2330	Utah Division of Fleet Operations	28,667.00
2331	Agriculture	32,062.00
2332	Alcoholic Beverage Control	1,908.00
2333	Attorney Generals Office	11,236.00
2334	Auditors Office	374.00
2335	Board of Pardons	1,136.00
2336	Commerce	5,217.00
2337	Utah Department of Corrections	146,063.00
2338	Approp Codes: MCC - \$8,627 MCG - \$59,830 MBA - \$73,731	
2339	Utah State Courts	27,843.00
2340	Utah State Board of Education	26,773.00
2341	Environmental Quality	5,200.00
2342	Governor's Office	934.00
2343	Governor's Office - Economic Development	2,955.00
2344	Utah Commission on Criminal and Juvenile Justice	188.00
2345	Utah Governor's Office of Energy Development	374.00
2346	Health	10,522.00
2347	Heritage and Arts	1,778.00
2348	Utah State Library Division	3,814.00
2349	Utah Department of Human Services	105,725.00
2350	Insurance	3,314.00
2351	Labor Commission	7,186.00
2352	National Guard	9,183.00
2353	Natural Resources	160,313.00
2354	Utah Division of Forestry, Fire and State Lands	188.00
2355	Utah Division of Wildlife Resources	560.00
2356	Utah Division of Oil, Gas and Mining	2,670.00
2357	Utah Division of State Parks and Recreation	33,729.00
2358	Navajo Trust Fund	560.00
2359	Utah Department of Public Safety	425,335.00
2360	Division of Emergency Services	653.00
2361	Public Lands Policy Coordination Office	760.00
2362	School and Institutional Trust Lands	4,021.00
2363	State Treasurer	467.00
2364	Tax Commission	10,924.00

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2365	Technology Services	4,364.00
2366	Transportation	193,204.00
2367	Utah Science and Technology Research	188.00
2368	Veteran's Affairs	3,527.00
2369	Workforce Services	28,729.00
2370	Utah Communication Authority	3,356.00
2371	Heber Valley Railroad	621.00
2372	Utah State Fair Park	1,188.00
2373	Bridgerland Technical College	5,846.00
2374	Davis Technical College	2,082.00
2375	Dixie State University	9,700.00
2376	Dixie Technical College	3,074.00
2377	Mountainland Technical College	2,750.00
2378	Ogden-Weber Technical College	1,307.00
2379	Salt Lake Community College	21,900.00
2380	Snow College	4,644.00
2381	Southern Utah University	13,600.00
2382	Southwest Technical College	2,321.00
2383	Tooele Technical College	1,113.00
2384	Uintah Basin Technical College	3,538.00
2385	Utah State University-Eastern	9,874.00
2386	Utah State University	86,883.00
2387	Utah System of Technical Colleges	225.00
2388	Utah Valley University	22,998.00
2389	Weber State University	22,140.00
2390	School Districts	1,048,855.00
2391	Charter Schools	18,989.00
2392	Auto Deductible	
2393	Standard Deductible (per incident)	1,500.00
2394	(Currently applying a \$1,000.00 deductible)	
2395	ISF - Workers' Compensation	
2396	Workers Compensation Rates	
2397	UDOT	1.25% per \$100 wages
2398	State Agencies	0.58% (except UDOT)
2399	Aviation (per PILOT-YEAR)	\$2,200

Pro Forma Financial Statements

6020 Risk Management Administration

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	451,694	879,518	939,809	891,076	920,199	920,199	920,199
ACCOUNTS RECEIVABLE	1,982	-	6,185	6,785	6,785	6,785	6,785
DUE FROM OTHER FUNDS	8,917	-	-	-	-	-	-
INVENTORIES	-	-	-	-	-	-	-
PREPAID ITEMS	-	56,354	222	1,500	-	-	-
TOTAL CURRENT ASSETS	462,593	935,872	946,216	899,361	926,984	926,984	926,984
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM	-	-	-	-	-	-	-
TOTAL OTHER ASSETS	-	-	-	-	-	-	-
LAND / LAND IMPROVEMENTS	-	-	-	-	-	-	-
CONSTRUCTION IN PROGRESS	-	-	-	-	-	-	-
BUILDINGS AND IMPROVEMENTS	-	-	-	-	-	-	-
MACHINERY AND EQUIPMENT	655,110	655,110	655,110	669,562	669,562	669,562	669,562
ACCUMULATED DEPRECIATION	(636,215)	(648,434)	(655,101)	(665,715)	(669,562)	(669,562)	(669,562)
TOTAL CAPITAL ASSETS	18,895	6,676	9	3,847	-	-	-
TOTAL ASSETS	481,488	942,548	946,225	903,208	926,984	926,984	926,984
LIABILITIES & FUND EQUITY							
ACCRUED LIABILITIES	142,550	138,818	148,023	99,191	123,607	123,607	123,607
DEFERRED REVENUE	-	-	-	-	-	-	-
INTERFUND LOAN (Short Term Cash Deficit)	-	-	-	-	-	-	-
DUE TO OTHER FUNDS	9,947	7,737	2,210	640	-	-	-
POLICY CLAIM LIABILITY-CURRENT	-	-	-	-	-	-	-
CAPITAL LEASE PAYABLE-SHORT TERM	-	-	-	-	-	-	-
REVENUE BONDS - SHORT TERM	-	-	-	-	-	-	-
TOTAL CURRENT LIABILITIES	152,498	146,555	150,232	99,831	123,607	123,607	123,607
REVENUE BONDS - LONG TERM	-	-	-	-	-	-	-
CAPITAL LEASE PAYABLE-LONG TERM	-	-	-	-	-	-	-
CONTRACTS PAYABLE - LONG TERM	-	-	-	-	-	-	-
INTERFUND LOAN FROM OTHER FUNDS	-	-	-	-	-	-	-
INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit)	-	-	-	-	-	-	-
POLICY CLAIM LIABILITY L / T	-	-	-	-	-	-	-
TOTAL LONG-TERM LIABILITIES	-	-	-	-	-	-	-
TOTAL LIABILITIES	152,498	146,555	150,232	99,831	123,607	123,607	123,607
CONTRIBUTED CAPITAL	-	401,147	401,147	-	-	-	-
RETAINED EARNINGS	328,991	394,846	394,846	803,377	803,377	803,377	803,377
TOTAL FUND EQUITY / NET ASSETS	328,991	795,993	795,993	803,377	803,377	803,377	803,377
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	481,488	942,548	946,225	903,208	926,984	926,984	926,984

INCOME STATEMENT

TOTAL OPERATING REVENUES (before proposed rate impacts)	175,496	275,766	504,713	548,618	911,069	1,093,283	1,311,939
Rate Impact	-	-	-	-	-	-	-
TOTAL OPERATING REVENUES (after proposed rate impacts)	175,496	275,766	504,713	548,618	911,069	1,093,283	1,311,939
PERSONNEL SERVICES	3,076,936	3,284,743	3,314,080	3,795,619	3,909,488	3,929,035	3,948,680
TRAVEL EXPENSE	55,565	56,097	60,817	34,314	35,343	35,520	35,698
CURRENT EXPENSE	422,389	555,752	837,733	846,158	1,071,543	1,276,900	1,483,285
DATA PROCESSING CURRENT EXPENSE	491,454	434,705	531,484	833,061	916,367	1,008,004	1,108,804
DEPRECIATION EXPENSE	12,203	12,219	6,667	10,615	3,847	-	-
OTHER CHARGES/PASS THROUGH	(3,883,041)	(4,133,605)	(4,246,068)	(5,608,873)	(5,025,519)	(5,156,177)	(5,264,528)
TOTAL OPERATING EXPENSES	175,505	209,911	504,713	(89,106)	911,069	1,093,283	1,311,939
TOTAL OPERATING INCOME (LOSS)	(9)	65,855	(0)	637,724	-	-	-
GAIN (LOSS) ON SALE OF FIXED ASSETS	-	-	-	-	-	-	-
INTEREST /OTHER INCOME	-	-	-	-	-	-	-
INTEREST EXPENSE	-	-	-	-	-	-	-
FEDERAL GRANTS	-	-	-	-	-	-	-
RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT	-	-	-	-	-	-	-
OPERATING TRANSFERS IN (OUT)	9	401,147	-	(630,341)	-	-	-
NET INCOME (LOSS)	0	467,002	(0)	7,383	-	-	-

CASH FLOW STATEMENT

BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	464,433	451,694	879,518	939,809	891,076	920,199	920,199
Total Cash from Sales	175,496	275,766	504,713	548,618	911,069	1,093,283	1,311,939
Capital Asset Disposal Proceeds	-	-	-	-	-	-	-
Federal Grants	-	-	-	-	-	-	-
State Appropriations	-	-	-	-	-	-	-
Other Sources	9	401,147	-	(630,341)	-	-	-
TOTAL SOURCES OF CASH	175,505	676,913	504,713	(81,723)	911,069	1,093,283	1,311,939
Cash Used for Operations	(188,245)	(249,088)	(444,422)	47,442	(881,946)	(1,093,283)	(1,311,939)
Payments for Capital Assets	-	-	-	(14,452)	-	-	-
State Appropriations	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-
TOTAL USES OF CASH	(188,245)	(249,088)	(444,422)	32,990	(881,946)	(1,093,283)	(1,311,939)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	451,694	879,518	939,809	891,076	920,199	920,199	920,199

Pro Forma Financial Statements

6920 Risk Management Liability

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
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BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	44,920,470	48,581,006	54,207,995	65,997,998	74,512,886	81,693,546	89,621,039
ACCOUNTS RECEIVABLE	680	486	3,128	-	3,127	3,127	3,127
DUE FROM OTHER FUNDS	-	-	-	-	-	-	-
INVENTORIES	-	-	-	-	-	-	-
PREPAID ITEMS	-	-	-	248	-	-	-
TOTAL CURRENT ASSETS	44,921,150	48,581,492	54,211,123	65,998,246	74,516,013	81,696,674	89,624,166
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM	-	-	-	-	-	-	-
TOTAL OTHER ASSETS	-	-	-	-	-	-	-
LAND / LAND IMPROVEMENTS	-	-	-	-	-	-	-
CONSTRUCTION IN PROGRESS	-	-	-	-	-	-	-
BUILDINGS AND IMPROVEMENTS	-	-	-	-	-	-	-
MACHINERY AND EQUIPMENT	-	-	-	-	-	-	-
ACCUMULATED DEPRECIATION	-	-	-	-	-	-	-
TOTAL CAPITAL ASSETS	-	-	-	-	-	-	-
TOTAL ASSETS	44,921,150	48,581,492	54,211,123	65,998,246	74,516,013	81,696,674	89,624,166
LIABILITIES & FUND EQUITY							
ACCRUED LIABILITIES	760,835	62,211	11,421	6,466	10,000	10,000	10,000
DEFERRED REVENUE	-	-	-	-	-	-	-
INTERFUND LOAN (Short Term Cash Deficit)	-	-	-	-	-	-	-
DUE TO OTHER FUNDS	975,246	1,038,836	1,389,334	1,135,470	1,000,000	1,000,000	1,000,000
POLICY CLAIM LIABILITY-CURRENT	18,392,000	17,006,000	20,157,000	23,611,000	25,027,660	27,530,426	30,283,469
CAPITAL LEASE PAYABLE-SHORT TERM	-	-	-	-	-	-	-
REVENUE BONDS - SHORT TERM	-	-	-	-	-	-	-
TOTAL CURRENT LIABILITIES	20,128,081	18,107,047	21,557,755	24,752,936	26,037,660	28,540,426	31,293,469
REVENUE BONDS - LONG TERM	-	-	-	-	-	-	-
CAPITAL LEASE PAYABLE-LONG TERM	-	-	-	-	-	-	-
CONTRACTS PAYABLE - LONG TERM	-	-	-	-	-	-	-
INTERFUND LOAN FROM OTHER FUNDS	-	-	-	-	-	-	-
INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit)	-	-	-	-	-	-	-
POLICY CLAIM LIABILITY L / T	28,557,000	37,401,000	40,257,000	40,257,000	42,672,420	46,939,662	51,633,628
TOTAL LONG-TERM LIABILITIES	28,557,000	37,401,000	40,257,000	40,257,000	42,672,420	46,939,662	51,633,628
TOTAL LIABILITIES	48,685,081	55,508,047	61,814,755	65,009,936	68,710,080	75,480,088	82,927,097
CONTRIBUTED CAPITAL	-	2,400,000	5,400,000	10,030,340	10,030,340	10,030,340	10,030,340
RETAINED EARNINGS	(3,763,932)	(9,326,556)	(13,003,632)	(9,042,029)	(4,224,407)	(3,813,754)	(3,333,271)
TOTAL FUND EQUITY / NET ASSETS	(3,763,932)	(6,926,556)	(7,603,632)	988,311	5,805,933	6,216,586	6,697,069
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	44,921,150	48,581,492	54,211,123	65,998,247	74,516,013	81,696,674	89,624,166

INCOME STATEMENT							
TOTAL OPERATING REVENUES (before proposed rate impacts)	16,711,270	16,647,500	18,963,873	25,657,216	27,312,130	25,188,673	27,707,540
Rate Impact	-	-	-	-	-	-	-
TOTAL OPERATING REVENUES (after proposed rate impacts)	16,711,270	16,647,500	18,963,873	25,657,216	27,312,130	25,188,673	27,707,540
PERSONNEL SERVICES	-	-	-	-	-	-	-
TRAVEL EXPENSE	-	-	-	-	-	-	-
CURRENT EXPENSE	18,514,039	21,130,760	22,313,730	20,261,032	21,476,694	23,624,363	25,986,799
DATA PROCESSING CURRENT EXPENSE	-	-	-	-	-	-	-
DEPRECIATION EXPENSE	-	-	-	-	-	-	-
OTHER CHARGES/PASS THROUGH	1,768,862	1,939,974	1,908,095	2,503,721	1,980,040	2,019,661	2,019,661
TOTAL OPERATING EXPENSES	20,282,902	23,070,735	24,221,824	22,764,753	23,456,734	25,644,024	28,006,460
TOTAL OPERATING INCOME (LOSS)	(3,571,632)	(6,423,234)	(5,257,951)	2,892,463	3,855,396	(455,351)	(298,920)
GAIN (LOSS) ON SALE OF FIXED ASSETS	-	-	-	-	-	-	-
INTEREST /OTHER INCOME	559,496	860,610	1,580,874	1,069,140	962,226	866,003	779,403
INTEREST EXPENSE	-	-	-	-	-	-	-
FEDERAL GRANTS	-	-	-	-	-	-	-
RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT	-	-	-	-	-	-	-
OPERATING TRANSFERS IN (OUT)	-	-	-	-	-	-	-
NET INCOME (LOSS)	(3,012,136)	(5,562,624)	(3,677,077)	3,961,603	4,817,622	410,653	480,484

CASH FLOW STATEMENT							
BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	43,614,012	44,920,470	48,581,006	54,207,995	65,997,998	74,512,886	81,693,546
Total Cash from Sales	16,711,270	16,647,500	18,963,873	25,657,216	27,312,130	25,188,673	27,707,540
Capital Asset Disposal Proceeds	-	-	-	-	-	-	-
Federal Grants	-	-	-	-	-	-	-
State Appropriations	-	-	-	-	-	-	-
Other Sources	559,496	860,610	1,580,874	1,069,140	962,226	866,003	779,403
TOTAL SOURCES OF CASH	17,270,766	17,508,111	20,544,747	26,726,356	28,274,356	26,054,676	28,486,943
Cash Used for Operations	(15,964,308)	(16,247,574)	(17,917,758)	(14,936,352)	(19,759,469)	(18,874,016)	(20,559,451)
Payments for Capital Assets	-	-	-	-	-	-	-
State Appropriations	-	-	-	-	-	-	-
Other Uses	-	2,400,000	3,000,000	-	-	-	-
TOTAL USES OF CASH	(15,964,308)	(13,847,574)	(14,917,758)	(14,936,352)	(19,759,469)	(18,874,016)	(20,559,451)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	44,920,470	48,581,006	54,207,995	65,997,999	74,512,885	81,693,546	89,621,039

Pro Forma Financial Statements

6900 Risk Management Property

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	12,616,116	11,235,458	12,395,974	21,214,213	11,140,856	11,406,887	12,674,478
ACCOUNTS RECEIVABLE	9,889	63,213	108,091	50,827	43,761	43,761	43,761
DUE FROM OTHER FUNDS	148,618	-	30,081	-	-	-	-
INVENTORIES	-	-	-	-	-	-	-
PREPAID ITEMS	-	638,362	765,604	-	-	-	-
TOTAL CURRENT ASSETS	12,774,623	11,937,034	13,299,750	21,265,040	11,184,617	11,450,648	12,718,239
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM	-	-	-	-	-	-	-
TOTAL OTHER ASSETS	-	-	-	-	-	-	-
LAND / LAND IMPROVEMENTS	-	-	-	-	-	-	-
CONSTRUCTION IN PROGRESS	-	-	-	-	-	-	-
BUILDINGS AND IMPROVEMENTS	-	-	-	-	-	-	-
MACHINERY AND EQUIPMENT	-	-	-	-	-	-	-
ACCUMULATED DEPRECIATION	-	-	-	-	-	-	-
TOTAL CAPITAL ASSETS	-	-	-	-	-	-	-
TOTAL ASSETS	12,774,623	11,937,034	13,299,750	21,265,040	11,184,617	11,450,648	12,718,239
LIABILITIES & FUND EQUITY							
ACCRUED LIABILITIES	4,134	15,426	31,618	2,354	32,566	33,543	33,543
DEFERRED REVENUE	-	-	-	-	-	-	-
INTERFUND LOAN (Short Term Cash Deficit)	-	-	-	-	-	-	-
DUE TO OTHER FUNDS	175,724	-	-	-	-	-	-
POLICY CLAIM LIABILITY-CURRENT	4,988,676	1,209,900	2,184,726	10,374,196	2,500,000	2,500,000	2,500,000
CAPITAL LEASE PAYABLE-SHORT TERM	-	-	-	-	-	-	-
REVENUE BONDS - SHORT TERM	-	-	-	-	-	-	-
TOTAL CURRENT LIABILITIES	5,168,535	1,225,326	2,216,344	10,376,550	2,532,566	2,533,543	2,533,543
REVENUE BONDS - LONG TERM	-	-	-	-	-	-	-
CAPITAL LEASE PAYABLE-LONG TERM	-	-	-	-	-	-	-
CONTRACTS PAYABLE - LONG TERM	-	-	-	-	-	-	-
INTERFUND LOAN FROM OTHER FUNDS	-	-	-	-	-	-	-
INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit)	-	-	-	-	-	-	-
POLICY CLAIM LIABILITY - L / T	1,149,891	1,117,000	497,000	497,000	1,000,000	1,140,000	1,299,600
TOTAL LONG-TERM LIABILITIES	1,149,891	1,117,000	497,000	497,000	1,000,000	1,140,000	1,299,600
TOTAL LIABILITIES	6,318,426	2,342,326	2,713,344	10,873,550	3,532,566	3,673,543	3,833,143
CONTRIBUTED CAPITAL	4,200,000	4,200,000	4,200,000	1,200,000	1,200,000	1,200,000	1,200,000
RETAINED EARNINGS	2,256,197	5,394,707	6,386,406	9,191,490	6,452,050	6,577,104	7,685,095
TOTAL FUND EQUITY / NET ASSETS	6,456,197	9,594,707	10,586,406	10,391,490	7,652,050	7,777,104	8,885,095
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	12,774,623	11,937,034	13,299,750	21,265,040	11,184,617	11,450,648	12,718,239

INCOME STATEMENT							
TOTAL OPERATING REVENUES (before proposed rate impacts)	16,682,327	16,219,715	17,681,396	19,329,329	19,473,734	24,592,400	28,051,640
Rate Impact	-	-	-	-	-	-	-
TOTAL OPERATING REVENUES (after proposed rate impacts)	16,682,327	16,647,500	17,681,396	19,329,329	19,473,734	24,592,400	28,051,640
PERSONNEL SERVICES	-	-	-	-	-	-	-
TRAVEL EXPENSE	-	-	-	-	-	-	-
CURRENT EXPENSE	16,194,113	10,910,894	14,701,359	13,723,972	19,096,369	21,006,006	23,106,607
DATA PROCESSING CURRENT EXPENSE	-	-	-	-	-	-	-
DEPRECIATION EXPENSE	-	-	-	-	-	-	-
OTHER CHARGES/PASS THROUGH	1,765,671	2,374,490	1,903,603	2,499,762	2,749,738	3,024,712	3,327,183
TOTAL OPERATING EXPENSES	17,959,785	13,285,384	16,604,962	16,223,734	21,846,107	24,030,718	26,433,790
TOTAL OPERATING INCOME (LOSS)	(1,277,457)	3,362,117	1,076,434	3,105,595	(2,372,373)	561,682	1,617,850
GAIN (LOSS) ON SALE OF FIXED ASSETS	-	-	-	-	-	-	-
INTEREST /OTHER INCOME	-	-	(438,238)	(483,035)	(531,338)	(584,472)	(642,919)
INTEREST EXPENSE	120,961	204,179	353,502	182,524	164,272	147,844	133,060
FEDERAL GRANTS	-	-	-	-	-	-	-
RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT	-	-	-	-	-	-	-
OPERATING TRANSFERS IN (OUT)	-	-	-	-	-	-	-
NET INCOME (LOSS)	(1,156,496)	3,566,296	991,699	2,805,084	(2,739,440)	125,054	1,107,991

CASH FLOW STATEMENT							
BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	11,328,714	12,616,116	11,235,458	12,395,974	21,214,213	11,140,856	11,406,887
Total Cash from Sales	16,682,327	16,647,500	17,681,396	19,329,329	19,473,734	24,592,400	28,051,640
Capital Asset Disposal Proceeds	-	-	-	-	-	-	-
Federal Grants	-	-	-	-	-	-	-
State Appropriations	-	-	-	-	-	-	-
Other Sources	120,961	204,179	(84,736)	(300,511)	(367,067)	(436,628)	(509,859)
TOTAL SOURCES OF CASH	16,803,288	16,851,679	17,596,660	19,028,818	19,106,667	24,155,772	27,541,781
Cash Used for Operations	(15,515,886)	(17,804,552)	(16,436,145)	(10,210,579)	(29,180,025)	(23,889,741)	(26,274,190)
Payments for Capital Assets	-	-	-	-	-	-	-
State Appropriations	-	-	-	-	-	-	-
Other Uses	-	(427,786)	-	-	-	-	-
TOTAL USES OF CASH	(15,515,886)	(18,232,338)	(16,436,145)	(10,210,579)	(29,180,025)	(23,889,741)	(26,274,190)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	12,616,116	11,235,458	12,395,974	21,214,213	11,140,856	11,406,887	12,674,478

Pro Forma Financial Statements

6910 Risk Management Auto

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
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BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	421,694	547,922	312,016	347,247	905,671	1,177,976	1,300,755
ACCOUNTS RECEIVABLE	-	30,496	84,381	306,637	100,000	100,000	100,000
DUE FROM OTHER FUNDS	-	-	-	-	-	-	-
INVENTORIES	-	-	-	-	-	-	-
PREPAID ITEMS	-	-	-	-	-	-	-
TOTAL CURRENT ASSETS	421,694	578,418	396,398	653,884	1,005,671	1,277,976	1,400,755
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM	-	-	-	-	-	-	-
TOTAL OTHER ASSETS	-	-	-	-	-	-	-
LAND / LAND IMPROVEMENTS	-	-	-	-	-	-	-
CONSTRUCTION IN PROGRESS	-	-	-	-	-	-	-
BUILDINGS AND IMPROVEMENTS	-	-	-	-	-	-	-
MACHINERY AND EQUIPMENT	-	-	-	-	-	-	-
ACCUMULATED DEPRECIATION	-	-	-	-	-	-	-
TOTAL CAPITAL ASSETS	-	-	-	-	-	-	-
TOTAL ASSETS	421,694	578,418	396,398	653,884	1,005,671	1,277,976	1,400,755
LIABILITIES & FUND EQUITY							
ACCRUED LIABILITIES	3,498	41,173	44,598	30,697	35,000	36,750	38,588
DEFERRED REVENUE	-	-	-	-	-	-	-
INTERFUND LOAN (Short Term Cash Deficit)	-	-	-	-	-	-	-
DUE TO OTHER FUNDS	-	-	-	-	-	-	-
POLICY CLAIM LIABILITY-CURRENT	436,094	601,200	367,395	446,395	468,715	492,150	516,758
CAPITAL LEASE PAYABLE-SHORT TERM	-	-	-	-	-	-	-
REVENUE BONDS - SHORT TERM	-	-	-	-	-	-	-
TOTAL CURRENT LIABILITIES	439,592	642,373	411,993	477,092	503,715	528,900	555,346
REVENUE BONDS - LONG TERM	-	-	-	-	-	-	-
CAPITAL LEASE PAYABLE-LONG TERM	-	-	-	-	-	-	-
CONTRACTS PAYABLE - LONG TERM	-	-	-	-	-	-	-
INTERFUND LOAN FROM OTHER FUNDS	-	-	-	-	-	-	-
INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit)	-	-	-	-	-	-	-
POLICY CLAIM LIABILITY L / T	121,169	(5,600)	95,395	95,395	100,165	105,173	110,432
TOTAL LONG-TERM LIABILITIES	121,169	(5,600)	95,395	95,395	100,165	105,173	110,432
TOTAL LIABILITIES	560,761	636,773	507,388	572,487	603,880	634,073	665,778
CONTRIBUTED CAPITAL	-	100,000	100,000	100,000	100,000	100,000	100,000
RETAINED EARNINGS	(139,066)	(158,355)	(210,990)	(18,603)	301,791	543,903	634,978
TOTAL FUND EQUITY / NET ASSETS	(139,066)	(58,355)	(110,990)	81,397	401,791	643,903	734,978
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	421,694	578,418	396,398	653,884	1,005,671	1,277,976	1,400,755

INCOME STATEMENT							
TOTAL OPERATING REVENUES (before proposed rate impacts)	2,074,069	2,161,305	2,150,017	2,338,646	2,576,262	2,726,323	2,726,323
Rate Impact	-	-	-	-	-	-	-
TOTAL OPERATING REVENUES (after proposed rate impacts)	2,074,069	2,161,305	2,150,017	2,338,646	2,576,262	2,726,323	2,726,323
PERSONNEL SERVICES	-	-	-	-	-	-	-
TRAVEL EXPENSE	-	-	-	-	-	-	-
CURRENT EXPENSE	2,104,300	1,788,836	1,841,519	1,648,997	1,731,447	1,904,591	2,018,867
DATA PROCESSING CURRENT EXPENSE	-	-	-	-	-	-	-
DEPRECIATION EXPENSE	-	-	-	-	-	-	-
OTHER CHARGES/PASS THROUGH	397,499	406,344	390,638	512,572	538,201	592,021	627,542
TOTAL OPERATING EXPENSES	2,501,799	2,195,180	2,232,157	2,161,569	2,269,648	2,496,612	2,646,409
TOTAL OPERATING INCOME (LOSS)	(427,731)	(33,875)	(82,140)	177,077	306,614	229,711	79,914
GAIN (LOSS) ON SALE OF FIXED ASSETS	-	-	-	-	-	-	-
INTEREST /OTHER INCOME	10,265	14,587	29,505	15,310	13,779	12,401	11,161
INTEREST EXPENSE	-	-	-	-	-	-	-
FEDERAL GRANTS	-	-	-	-	-	-	-
RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT	-	-	-	-	-	-	-
OPERATING TRANSFERS IN (OUT)	-	100,000	-	-	-	-	-
NET INCOME (LOSS)	(417,466)	80,711	(52,635)	192,387	320,394	242,112	91,075

CASH FLOW STATEMENT							
BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	378,302	421,694	547,922	312,016	347,247	905,671	1,177,976
Total Cash from Sales	2,074,069	2,161,305	2,150,017	2,338,646	2,576,262	2,726,323	2,726,323
Capital Asset Disposal Proceeds	-	-	-	-	-	-	-
Federal Grants	-	-	-	-	-	-	-
State Appropriations	-	-	-	-	-	-	-
Other Sources	10,265	114,587	29,505	15,310	13,779	12,401	11,161
TOTAL SOURCES OF CASH	2,084,333	2,275,892	2,179,521	2,353,956	2,590,041	2,738,724	2,737,484
Cash Used for Operations	(2,040,940)	(2,149,664)	(2,415,427)	(2,318,726)	(2,031,617)	(2,466,419)	(2,614,705)
Payments for Capital Assets	-	-	-	-	-	-	-
State Appropriations	-	-	-	-	-	-	-
Other Uses	-	-	-	-	-	-	-
TOTAL USES OF CASH	(2,040,940)	(2,149,664)	(2,415,427)	(2,318,726)	(2,031,617)	(2,466,419)	(2,614,705)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	421,694	547,922	312,016	347,247	905,670	1,177,976	1,300,755

Pro Forma Financial Statements
6030 Risk Management Workers Compensation

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	4,059,811	3,200,813	1,934,666	798,700	875,839	972,488	638,301
ACCOUNTS RECEIVABLE	-	-	-	-	43,761	43,761	43,761
DUE FROM OTHER FUNDS	630,147	658,324	687,222	376,766	376,766	376,766	376,766
INVENTORIES	-	-	-	-	-	-	-
PREPAID ITEMS	-	-	-	-	-	-	-
TOTAL CURRENT ASSETS	4,689,958	3,859,137	2,621,887	1,175,466	1,296,366	1,393,015	1,058,828
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM	-	-	-	-	-	-	-
TOTAL OTHER ASSETS	-	-	-	-	-	-	-
LAND / LAND IMPROVEMENTS	-	-	-	-	-	-	-
CONSTRUCTION IN PROGRESS	-	-	-	-	-	-	-
BUILDINGS AND IMPROVEMENTS	-	-	-	-	-	-	-
MACHINERY AND EQUIPMENT	-	-	-	-	-	-	-
ACCUMULATED DEPRECIATION	-	-	-	-	-	-	-
TOTAL CAPITAL ASSETS	-	-	-	-	-	-	-
TOTAL ASSETS	4,689,958	3,859,137	2,621,887	1,175,466	1,296,366	1,393,015	1,058,828
LIABILITIES & FUND EQUITY							
ACCRUED LIABILITIES	147,313	542,851	1,382,976	3,931	3,145	2,516	2,013
DEFERRED REVENUE	-	-	-	-	-	-	-
INTERFUND LOAN (Short Term Cash Deficit)	-	-	-	-	-	-	-
DUE TO OTHER FUNDS	58,203	28,100	55,899	43	-	-	-
POLICY CLAIM LIABILITY-CURRENT	-	-	-	-	-	-	-
CAPITAL LEASE PAYABLE-SHORT TERM	-	-	-	-	-	-	-
REVENUE BONDS - SHORT TERM	-	-	-	-	-	-	-
TOTAL CURRENT LIABILITIES	205,516	570,952	1,438,875	3,974	3,145	2,516	2,013
REVENUE BONDS - LONG TERM	-	-	-	-	-	-	-
CAPITAL LEASE PAYABLE-LONG TERM	-	-	-	-	-	-	-
CONTRACTS PAYABLE - LONG TERM	-	-	-	-	-	-	-
INTERFUND LOAN FROM OTHER FUNDS	-	-	-	-	-	-	-
INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit)	-	-	-	-	-	-	-
POLICY CLAIM LIABILITY L / T	-	-	-	-	-	-	-
TOTAL LONG-TERM LIABILITIES	-	-	-	-	-	-	-
TOTAL LIABILITIES	205,516	570,952	1,438,875	3,974	3,145	2,516	2,013
CONTRIBUTED CAPITAL	-	-	-	0	0	0	0
RETAINED EARNINGS	4,484,443	3,288,186	1,183,013	1,171,492	1,293,221	1,390,499	1,056,815
TOTAL FUND EQUITY / NET ASSETS	4,484,443	3,288,186	1,183,013	1,171,492	1,293,221	1,390,499	1,056,815
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	4,689,958	3,859,137	2,621,887	1,175,466	1,296,366	1,393,015	1,058,828

INCOME STATEMENT

TOTAL OPERATING REVENUES (before proposed rate impacts)	7,884,649	8,142,156	8,651,013	7,575,983	7,727,503	8,113,878	8,113,878
Rate Impact	-	-	-	-	-	-	-
TOTAL OPERATING REVENUES (after proposed rate impacts)	7,884,649	8,142,156	8,651,013	7,575,983	7,727,503	8,113,878	8,113,878
PERSONNEL SERVICES	332,877	347,284	234,564	250,721	263,257	276,420	290,241
TRAVEL EXPENSE	950	1,621	385	1,504	1,579	1,658	1,741
CURRENT EXPENSE	7,215,381	6,456,544	6,875,499	6,283,726	7,486,849	7,861,191	8,254,251
DATA PROCESSING CURRENT EXPENSE	69	293	266	72	76	79	83
DEPRECIATION EXPENSE	-	-	-	-	-	-	-
OTHER CHARGES/PASS THROUGH	489,249	641,487	415,225	391,131	410,688	431,222	452,783
TOTAL OPERATING EXPENSES	8,038,526	7,447,228	7,525,940	6,927,154	8,162,448	8,570,571	8,999,099
TOTAL OPERATING INCOME (LOSS)	(153,877)	694,928	1,125,073	648,829	(434,946)	(456,693)	(885,222)
GAIN (LOSS) ON SALE OF FIXED ASSETS	-	-	-	-	-	-	-
INTEREST /OTHER INCOME	580,938	608,815	608,239	559,679	556,675	553,971	551,537
INTEREST EXPENSE	-	-	-	-	-	-	-
FEDERAL GRANTS	-	-	-	-	-	-	-
RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT	-	(528,712)	(838,485)	(220,028)	-	-	-
OPERATING TRANSFERS IN (OUT)	-	(2,500,000)	(3,000,000)	(1,000,000)	-	-	-
NET INCOME (LOSS)	427,060	(1,724,969)	(2,105,173)	(11,520)	121,729	97,278	(333,684)

CASH FLOW STATEMENT

BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	3,501,507	4,059,811	3,200,813	1,934,666	798,700	875,839	972,488
Total Cash from Sales	7,884,649	8,142,156	8,651,013	7,575,983	7,727,503	8,113,878	8,113,878
Capital Asset Disposal Proceeds	-	-	-	-	-	-	-
Federal Grants	-	-	-	-	-	-	-
State Appropriations	-	-	-	-	-	-	-
Other Sources	580,938	608,815	608,239	559,679	556,675	553,971	551,537
TOTAL SOURCES OF CASH	8,465,586	8,750,971	9,259,252	8,135,662	8,284,177	8,667,849	8,665,415
Cash Used for Operations	(7,907,281)	(6,581,258)	(6,686,915)	(8,051,599)	(8,207,039)	(8,571,200)	(8,999,603)
Payments for Capital Assets	-	-	-	-	-	-	-
State Appropriations	-	(2,500,000)	(3,000,000)	(1,000,000)	-	-	-
Other Uses	-	(528,712)	(838,485)	(220,028)	-	-	-
TOTAL USES OF CASH	(7,907,281)	(9,609,970)	(10,525,400)	(9,271,627)	(8,207,039)	(8,571,200)	(8,999,603)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	4,059,811	3,200,813	1,934,666	798,701	875,839	972,488	638,301

FY2020 Loss Control Report

Utah Division of Risk Management

Updated 8/11/2020

INTRODUCTION

The Loss Control Section of the Utah Division of Risk Management focuses all of its time on loss control and prevention. Some of the responsibilities of this group include conducting inspections of covered buildings, providing training for insured entities' employees, consulting with insureds and performing research to stay abreast of current laws and issues. All of these efforts are in place to reduce liability and first party property damage, thus reducing claim frequency and severity.

DEFINITIONS

Inspection: Any onsite visit that includes a careful examination or scrutiny of physical property or liability.

Consultation: Any loss control discussion regarding individualized assessment, providing an opinion, or taking a position which is based on Risk Management Policy or Management established positions, requires research, and/or requires that information or resources are provided.

Training: Any teaching of loss control or other Risk Management related activities, plans, actions, policies, and/or information. Any training that occurs during an inspection is considered part of the inspection and not a separate training.

Client Meeting: Any insured (or potential insured) meeting attended.

Administration: Any behind the scenes work (for example: SIS software or other IT work, administrative decisions the LC Consultant has the authority to make, etc.) to support the office, department, or a Risk Management Program.

Follow Up: Any in person discussion, phone call, email, text, or other communication that requests the status of loss control recommendations or services.

Life Safety Follow Up: Follow up (as defined above) on loss control recommendations about life safety issue(s) found during inspections. Follow up on multiple issues from different inspections may be combined if with the same person. Initial follow up on life safety issues found in inspections must be completed and documented within 30 days of inspection. Additional follow up may be required.

CASES COMPLETED

Total Cases, FY20 Compared to FY19:

Case Type	FY2019	FY2020
Administrative	157	311
Client Meeting	104	109
Consultation	1783	1328
Inspection	586	736
Training	98	236
Grand Total	2728	2720

By Entity Type:

Entity Type	FY2019	FY2020
Charter School	345	166
Higher Education	582	666
School District	516	633
State Agency	1274	1249
Grand Total	2717	2714

Entity Type Breakdown:

Charter Schools		
Case Type	FY2019	FY2020
Administrative	5	11
Client Meeting	6	9
Consultation	237	92
Inspection	76	37
Training	21	17
Grand Total	345	166

Higher Education		
Case Type	FY2019	FY2020
Administrative	6	23
Client Meeting	9	18
Consultation	323	280
Inspection	241	340
Training	3	5
Grand Total	582	666

School District		
Case Type	FY2019	FY2020
Administrative	6	49
Client Meeting	13	22
Consultation	311	324
Inspection	173	208
Training	13	30
Grand Total	516	633

State Agency		
Case Type	FY2019	FY2020
Administrative	140	228
Client Meeting	76	60
Consultation	901	626
Inspection	96	151
Training	61	184
Grand Total	1274	1249

Cases can only show one entity account. Therefore, when documenting training that is provided to multiple entities, the Risk Management account is chosen. Webinars and Risk Management Symposium Training sessions are examples of multi-entity training. This is also the reason why State Agency Trainings are always higher than other entity groups.

LOSS CONTROL RETURN ON INVESTMENT (LC ROI)

LC ROI represents the average claim cost savings the loss control activity created. Each loss control activity is coded for the type of claim that could have occurred had the Loss Control

Consultant not reduced and/or eliminated identified risks. The average cost of claim is figured on actual claim costs over a five (5) year rolling average.

Total LC ROI, FY20 Compared to FY19:

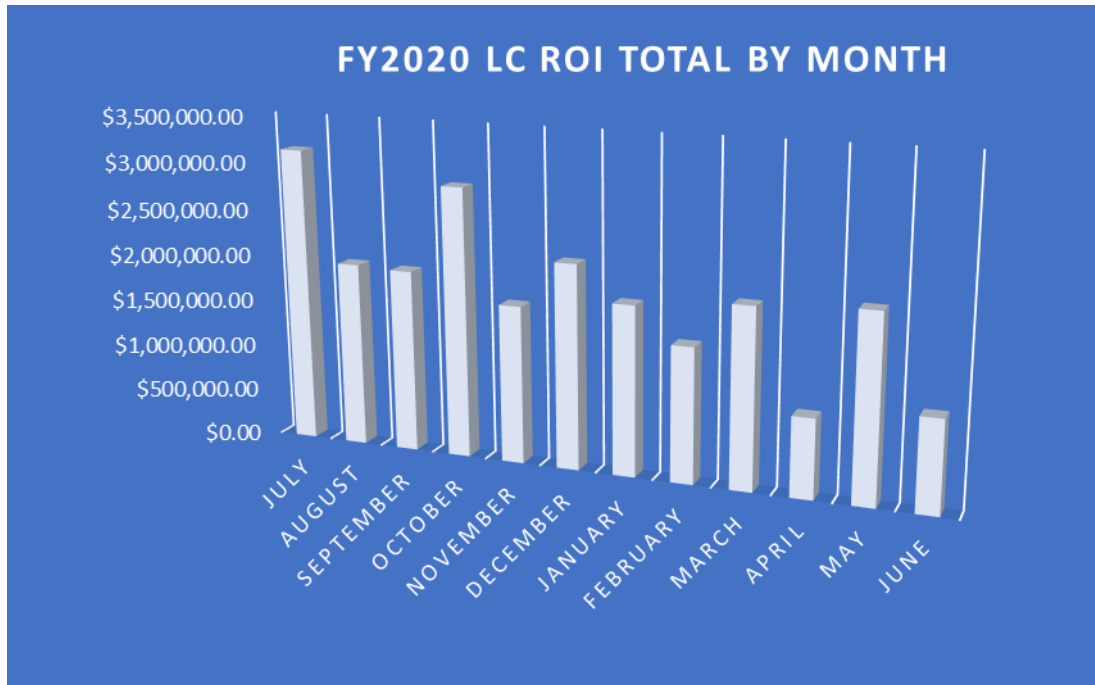
Case Type	FY2019	FY2020
Administrative	\$70,961.24	\$907,827.63
Client Meeting	\$173,264.56	\$285,540.50
Consultation	\$4,436,628.18	\$9,541,053.61
Inspection	\$4,681,802.73	\$11,449,776.84
Training	\$234,731.51	\$583,773.10
Grand Total	\$9,597,388.22	\$22,767,971.68

LC ROI by Entity Type:

Entity Type	FY2019	FY2020
Charter School	\$486,245.94	\$1,854,050.23
Higher Education	\$1,488,240.81	\$6,592,718.80
School District	\$4,917,595.61	\$8,961,303.25
State Agency	\$2,705,305.86	\$5,359,899.40
Grand Total	\$9,597,388.22	\$22,767,971.68

LC ROI by Month FY2020:

Month	LC ROI	LC ROI Average
July	\$3,146,897.42	\$15,454.56
August	\$1,967,431.44	\$12,850.45
September	\$1,945,889.07	\$14,946.27
October	\$2,873,437.34	\$13,651.14
November	\$1,683,241.04	\$14,129.67
December	\$2,178,170.99	\$13,170.98
January	\$1,808,183.96	\$18,190.16
February	\$1,439,250.47	\$16,815.65
March	\$1,913,122.26	\$18,017.49
April	\$846,370.39	\$18,186.31
May	\$1,978,153.52	\$15,585.57
June	\$987,823.78	\$18,616.85
Grand Total	\$22,767,971.68	\$16,090.44



LIFE SAFETY FOLLOW UP

All inspections that have life safety concerns are expected to be followed up timely. 100% of all inspections with life safety issues were followed up in FY2020 (and in FY2019).

Total Inspections with Life Safety Issues:

	FY2019	FY2020
Inspections	508	514

Out of 514 inspections with life safety issues in FY2020, within the first 30 days:

- 122 were in the process of getting corrected;
- 4 were unresolved;
- 318 have been resolved.

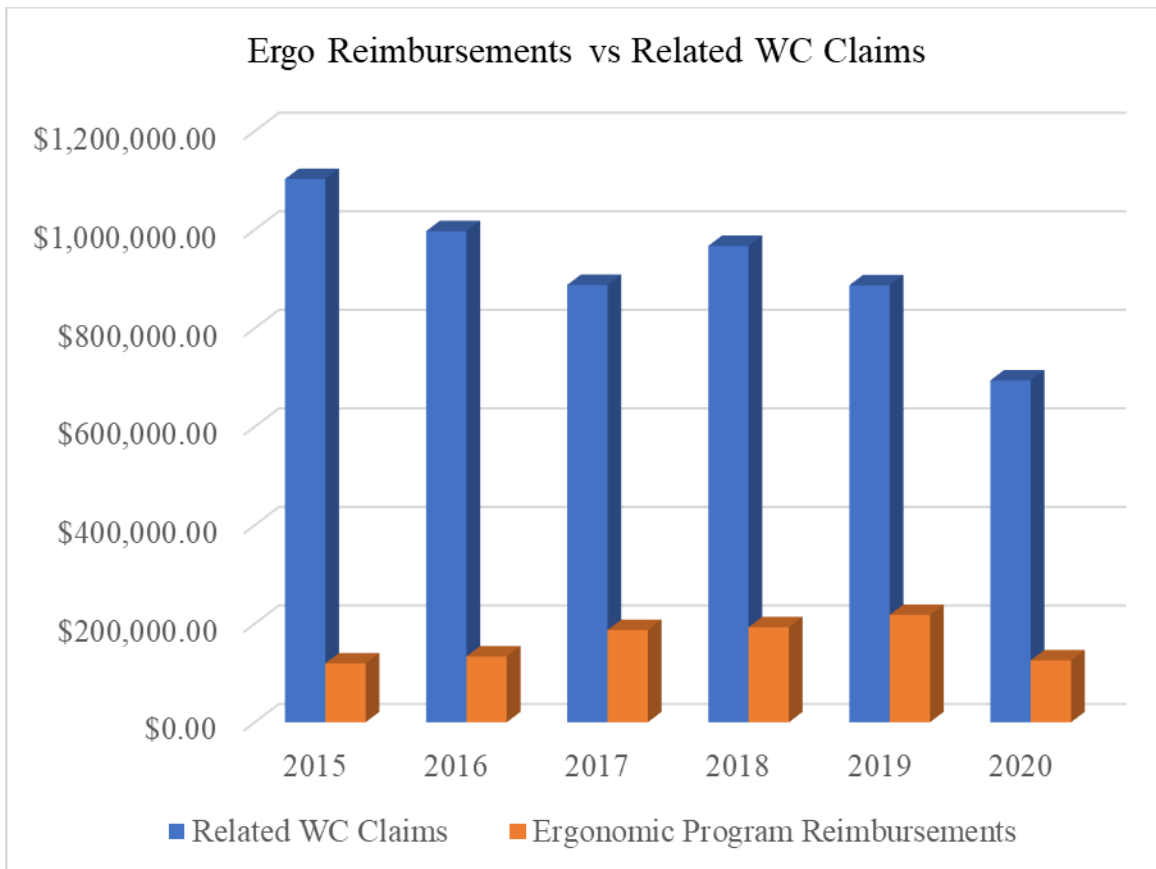
Resolved issues avoided a total of \$5,544,718 in claims, or an average of \$24,753 in claims per issue.

ERGONOMIC CONSULTATIONS

Of the 1328 consultations in FY2020, 402 were Ergonomic Assessments.

The Ergonomic Program was implemented to help reduce workers compensation claims for State Agencies. State Risk Management reimburses state agencies 50% of ergonomic

recommendation costs as a loss prevention measure. Ergonomic Reimbursement Costs have increased year over year (increase number of consultations, cost of equipment). However, the program is a continued success. While the program costs have gone up, claims with related accident types have gone down as expected. See graph below:



STAFF

LC Staffing is down one (1) FTE since a Physical Loss Control Specialist retired. A recruitment is underway. In FY2020, we hired an Auto Loss Control Specialist, Steven Hughes. He has done a marvelous job and was promoted to LC Manager in June. He continues to manage auto loss control duties in addition to management duties.

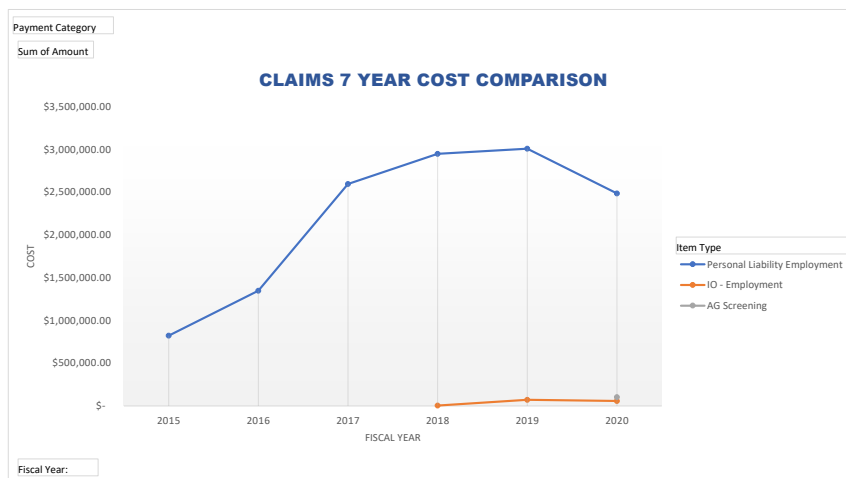
CONCLUSION

The Loss Control Section will continue to work on loss prevention. We completed a LC Improvement study in FY2020 and are implementing its findings. For example, we're updating metrics and have moved to an inspection software for ease and consistency.

Payment Category (All)

Sum of Amount	Column Labels			
Row Labels	Personal Liability Employment	IO - Employment	AG Screening	Grand Total
2015	\$ 822,130.37			\$ 822,130.37
2016	\$ 1,348,645.10			\$ 1,348,645.10
2017	\$ 2,596,719.93			\$ 2,596,719.93
2018	\$ 2,949,828.04	\$ 4,444.46		\$ 2,954,272.50
2019	\$ 3,009,348.32	\$ 72,087.62		\$ 3,081,435.94
2020	\$ 2,486,843.13	\$ 58,930.00	\$ 103,222.50	\$ 2,648,995.63
Grand Total	\$ 13,213,514.89	\$ 135,462.08	\$ 103,222.50	\$ 13,452,199.47

- Between fiscal years 2015-2018 claims cost have been increasing each fiscal year of an average rate of 33%. From fiscal years 2018-2019 after implementing early intervention tactics there was a 4% increase in claims cost totaling over \$127,000, but it was only 1/6 of the normal average seen in previous years. Between fiscal years 2019-2020 there is a decrease of 16% totaling over \$432,000 with AG Screening cost included. Without AG Screening cost there was a 21% decrease in claims cost totaling over \$535,000.



Item Type (Multiple Items)

Sum of Amount	Column Labels				
Row Labels	Charter School	Higher Education	School District	State Government	Grand Total
2015	\$ 33,563.80	\$ 493,021.04	\$ 72,610.74	\$ 222,934.79	\$ 822,130.37
2016	\$ 39,387.12	\$ 697,729.27	\$ 253,467.19	\$ 358,061.52	\$ 1,348,645.10
2017	\$ 119,327.49	\$ 781,049.98	\$ 1,051,565.98	\$ 644,776.48	\$ 2,596,719.93
2018	\$ 422,136.13	\$ 1,304,928.23	\$ 593,926.31	\$ 633,281.83	\$ 2,954,272.50
2019	\$ 5,006.85	\$ 1,893,680.04	\$ 456,287.21	\$ 726,461.84	\$ 3,081,435.94
2020	\$ 48,733.75	\$ 1,413,062.20	\$ 576,579.24	\$ 610,620.44	\$ 2,648,995.63
Grand Total	\$ 668,155.14	\$ 6,583,470.76	\$ 3,004,436.67	\$ 3,196,136.90	\$ 13,452,199.47

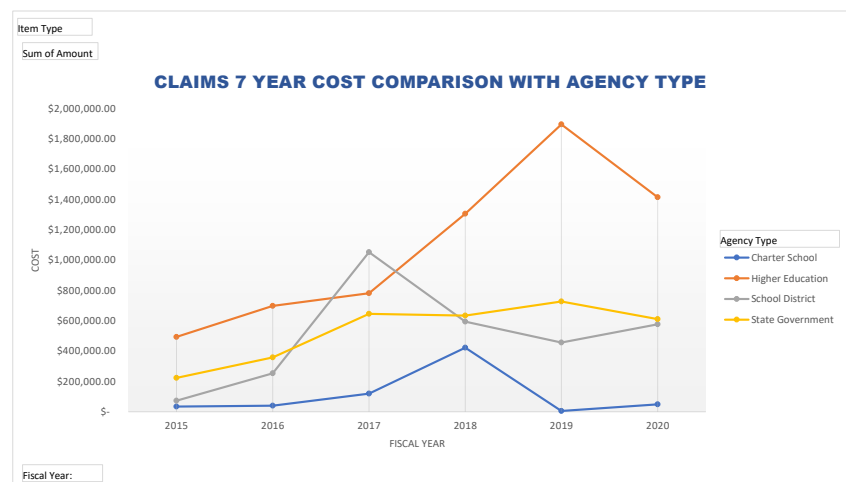
- The rise in claims for Charter Schools from fiscal years 2017-2018 is due to several large settlements related to the same incident. This incidents total payment settlements were over \$370,000 which caused the numbers between those two fiscal years. Besides that aforementioned spike the Charter School costs have stayed below \$50,000 each year.

- Higher Education claims have increased in cost through fiscal years 2015-2017. The claims cost went up 40% from fiscal year 2017-2018, there were no increases in claims or any major settlement cost to explain the increase. From fiscal year 2018-2019 after early intervention strategies were implemented, claims increased by 31% this was due to three large settlement payments over \$100,000 each. In fiscal years 2019-2020 there was a decrease of 34% in claims cost. Total cost saved was over \$480,000.

- School District claims spiked in fiscal years 2016-2017. Several settlements accounted for over a 76% increase totaling over \$798,000. The 40% decline in claims cost through fiscal year 2017-2018 is due to the previous years high claims cost and settlements, without these settlement cost the School District claims from 2016-2017 would have increased 10%-20% as in previous years.

- State Government had an increases of 38%-45% for fiscal years 2015 and 2016, but then from fiscal years 2017-2020 State Government claims cost slightly fluctuated with about \$100,000 cost difference each year, but no major decrease or increase in claims cost.

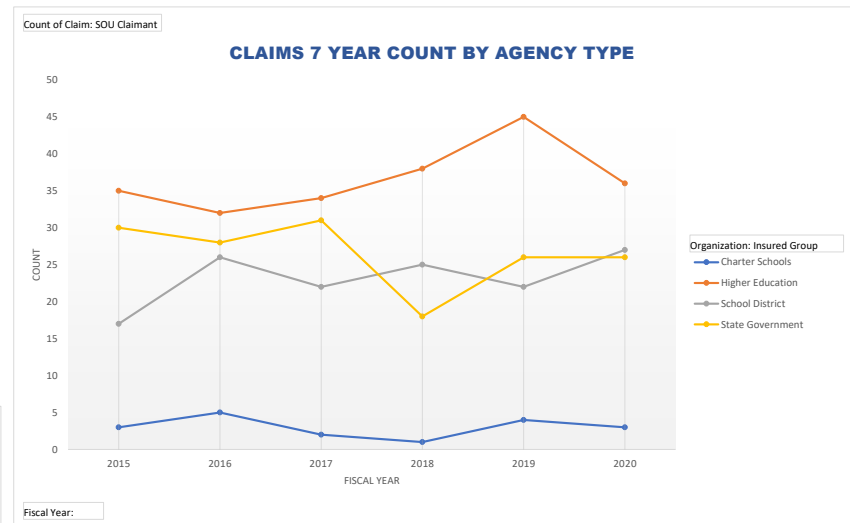
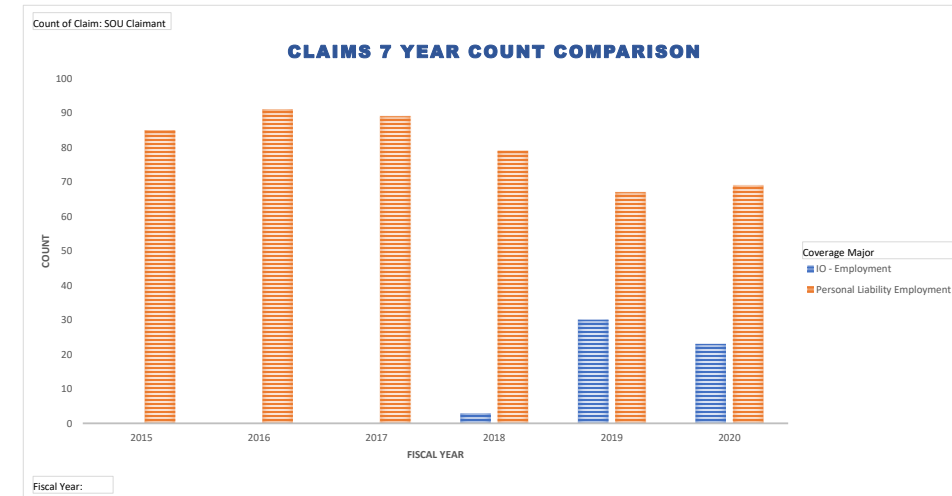
*Note: All claims cost include IO-Employment early prevention cost. Fiscal Year 2020 cost include AG Screening totals sent by the Attorney Generals Office.



Count of Claim: SOU Claimant	Column Labels	Higher Education	School District	State Government	Grand Total
Row Labels	Charter Schools				
2015	3	35	17	30	85
2016	5	32	26	28	91
2017	2	34	22	31	89
2018	1	38	25	18	82
2019	4	45	22	26	97
2020	3	36	27	26	92
Grand Total	18	220	139	159	536

Count of Claim: SOU Claimant	Column Labels	Personal Liability Employment	Grand Total
Row Labels	IO - Employment		
2015		85	85
2016		91	91
2017		89	89
2018	3	79	82
2019	30	67	97
2020	23	69	92
Grand Total	56	480	536

- Claim counts for Personal Liability Employment claims have decreased lowering claims cost. IO-Employment cases have increased with lower costs. So the total counts are similar but the cost are lower.



Division of Fleet Operations

Motor Pool
Fuel Network
State Travel
Transactions Team

Finance

Purchasing & General Services

Facilities Construction & Management

Risk Management

Fleet Operations

Motor Pool

Fuel Network

State Travel

Transactions Team



Fleet Operations -- slide 1

Motor Pool



4,870 fleet vehicles



1,542 vehicles with
telematics



314 private sector
vendors

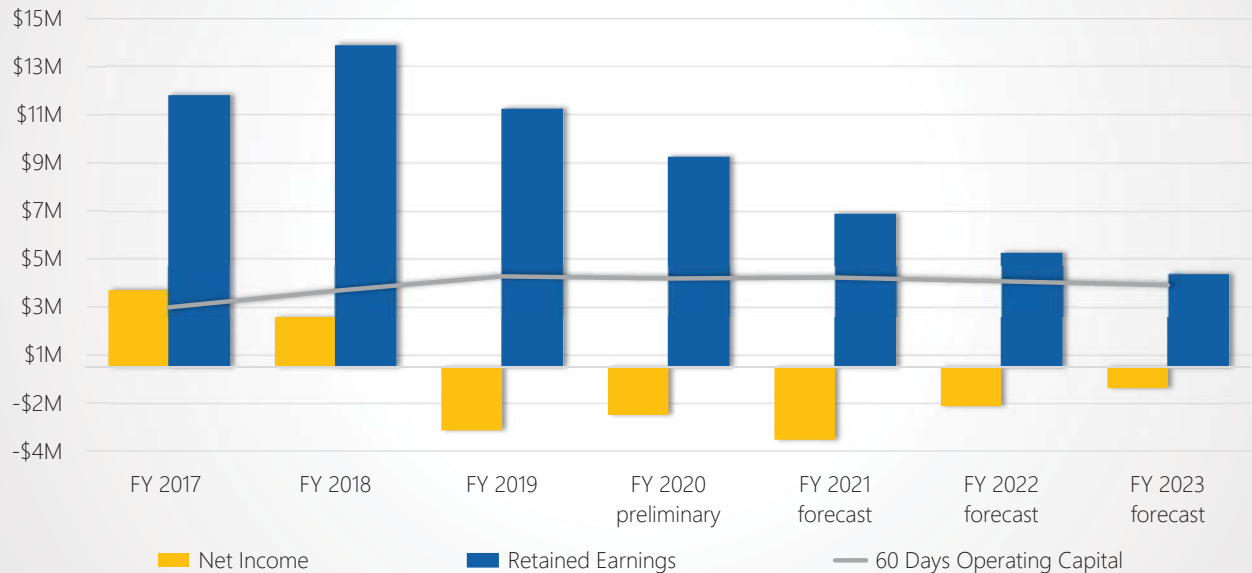


3,672 reservations
using KeyValet key
kiosk

Numbers current as of June 30, 2020



Motor Pool Retained Earnings



NOTE: Retained Earnings include State-Only Retained Earnings that are not included in the 60-day federal calculation.

Motor Pool Challenges

Agencies are:

- using vehicles differently because of COVID impacts
- requiring more centralized/shared services
- demanding a more flexible fleet model

Motor Pool Rates

Rate Recommendation

No change to current rate structure

Fuel Network



33,038 Cards
48,865 Drivers
33,046 Vehicles



9,454,401 Gallons Commercial
7,036,495 Gallons State Sites
16,490,896 Total gallons of fuel
dispensed



347 tanks state-wide
239 State Sites
125 sites with card readers
0 CNG fuel sites

Numbers current as of June 30, 2020

Fuel Network COVID-19 Impact



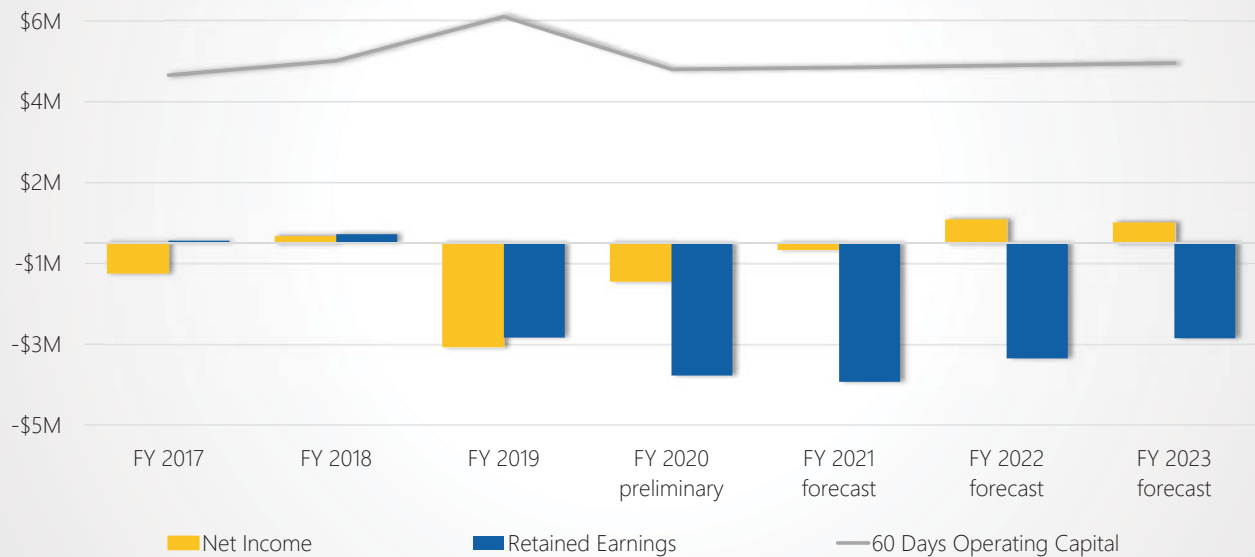
- 1.5M Gallons Less In Fuel Usage from FY19
- Estimated Financial Impact: \$1M loss

The Fuel Network was created in 1994. Utah Code Title 63A, Chapter 9 requires Fleet Operations to manage fuel site maintenance, gas cards, fuel consolidation, environmental compliance, and save agencies money through wholesale purchasing.

Fuel Fund Challenges

- Previous rate was based on a percentage of fuel price = volatility
- FY 2020 began with negative retained earnings; COVID shutdown made the situation worse
- New rate (effective FY 2021) is a fixed rate per gallon = stability
- Time required to build retained earnings
- Federal regulators and State lawmakers imposed upgrade requirements that are largely unfunded
- Fuel Network has no fund on which it can draw to address environmental remediation needs

Fuel Network Retained Earnings



Fuel Network Rates

Rate Recommendation

FY 2022 Request

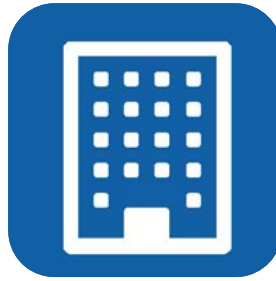
Rate	FY 2021	FY 2022	Change	Total	Percent
Retail Fuel Sites	\$0.12/gal	\$0.17/gal	\$0.05/gal	\$443,171	42%
State-Owned Sites	\$0.23/gal	\$0.28/gal	\$0.05/gal	\$365,978	21%
Total				\$809,149	

This \$0.05 per gallon increase at all state and commercial fuel sites will allow the Fuel Network to address losses, and begin to build reserve funds.

State Travel Office



Issued 15,645 airline tickets



Made 9,120 hotel reservations

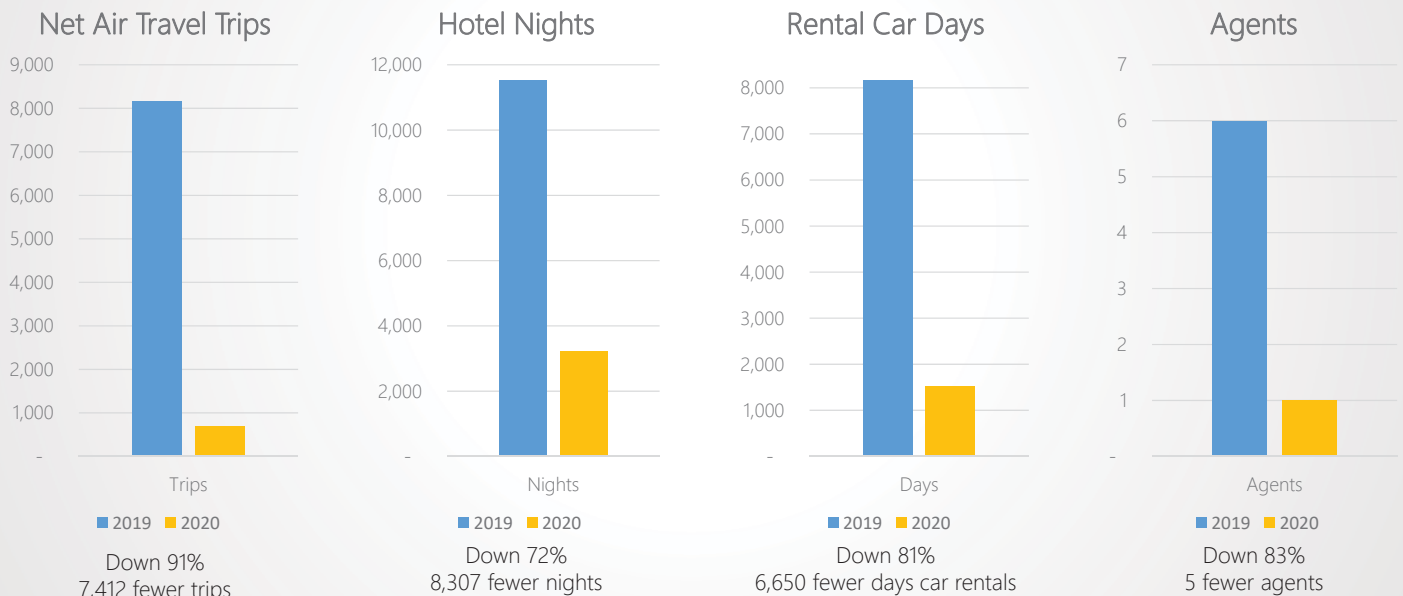


Booked 5,608 car reservations

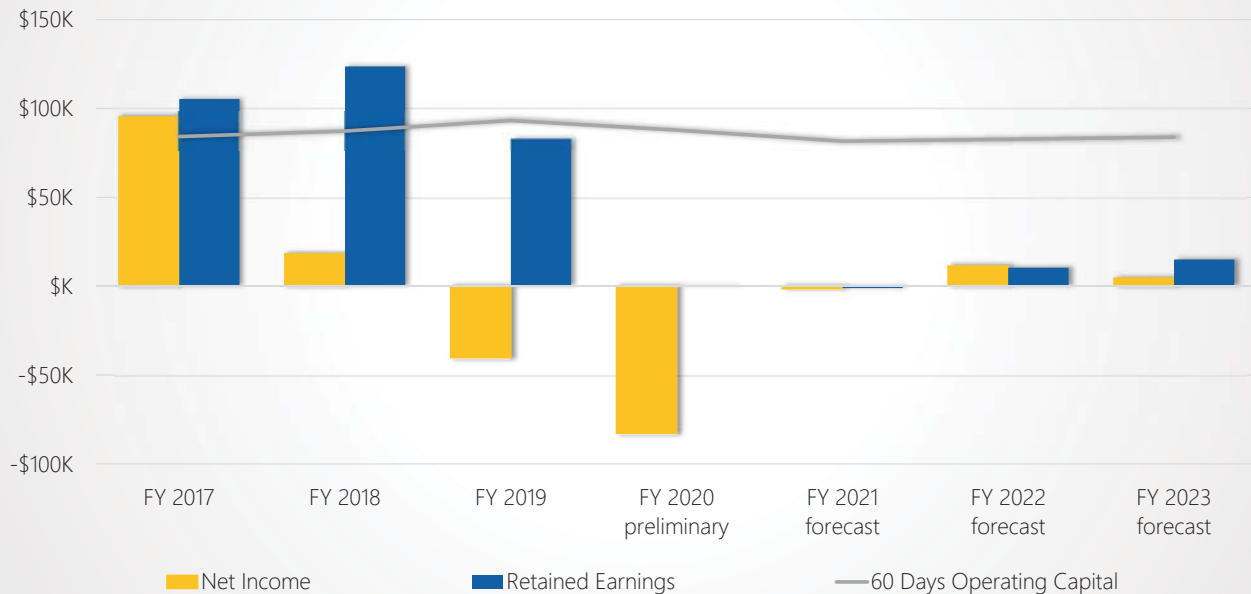
Numbers current as of June 30, 2020

COVID-19 Impact on Travel

March – July 2019 Compared to March – July 2020




State Travel Office Retained Earnings



State Travel Office Rates

Rate Recommendation

FY 2022 Request

Rate	FY 2021	FY 2022	Total
Hotel/Vehicle Transaction Fee	\$8	\$8	\$0
Airline Booking/Change/Cancellation Fee 	\$26	\$27	\$19,658
Total			\$19,658

Transactions Team



12 Customers



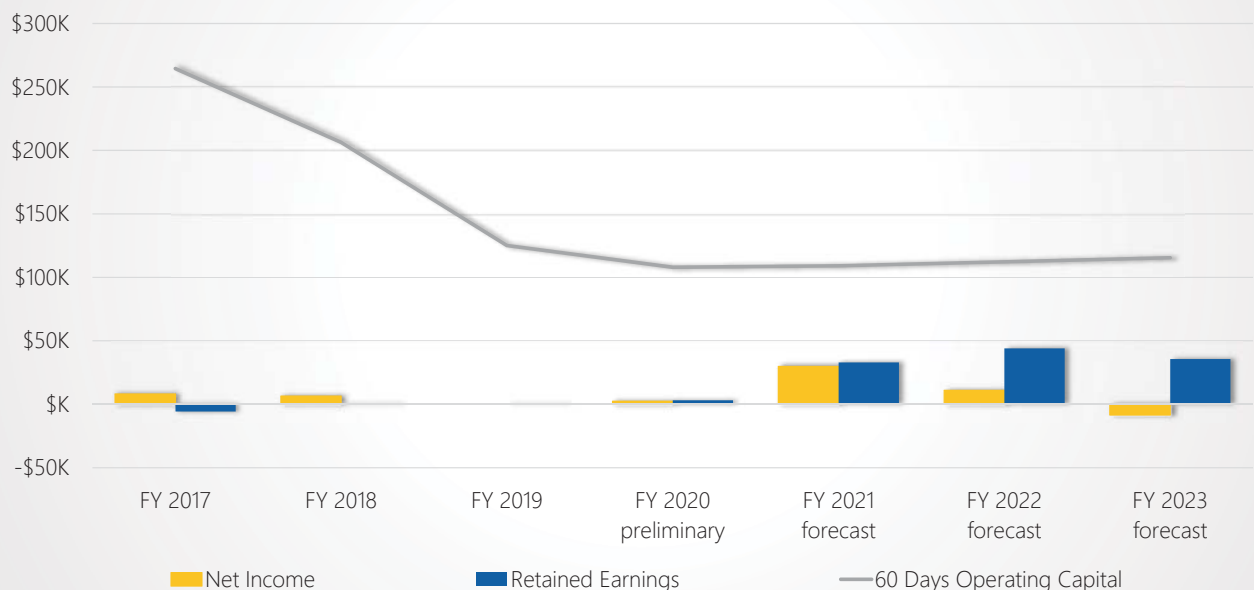
8 Employees



98,205 Processed Transactions

Numbers current as of June 30, 2020

Transactions Team Retained Earnings



Transactions Team Rates

Rate Recommendation

No change to current rate structure

Rate Committee Action

Fleet Operations Programs

Action	Slide Number or Reference	Change
Approve Fuel Network Retail Rate	Fleet #10	\$443,171 ◀
Approve Fuel Network State Owned Rate	Fleet #10	\$365,978 ◀
Approve Airline Booking/Change/Cancellation Fee	Fleet #14	\$19,658
Approve all other existing rates	H.B. 8 (2020), Lines 1976-2037	No Changes

1976	DIVISION OF FLEET OPERATIONS	
1977	ISF - Fuel Network	
1978	State-Owned Sites Markup on Fuel (per gallon)	0.23
1979	Retail Sites Markup on Fuel (per gallon)	0.12
1980	Percentage of Transaction Value on Non-fuel Purchases	3.0%
1981	Accounts receivable late fee	
1982	Past 30 days	5% of balance
1983	Past 60 days	10% of balance
1984	Past 90 days	15% of balance
1985	CNG Maintenance and Depreciation (per gallon)	1.15
1986	ISF - Motor Pool	
1987	Telematics GPS tracking	Actual cost
1988	Commercial Equipment Rental	Cost plus \$12 Fee
1989	Administrative Fee for Do-Not Replace Vehicles (per Month)	51.29
1990	Service Fee (per 12)	\$12 Service Fee
1991	General MP Info Research Fee (per 12)	\$12 Per Hour
1992	Lost or damaged fuel/maint card replacement fee (per 2)	\$2 Fee
1993	Vehicle Complaint Processing Fee (per 20)	\$20 Fee
1994	Operator negligence and vehicle abuse fees (per 0)	Varies (abuse or driver neglect cases only)

Enrolled Copy**H.B. 8**

1995	Lease Rate (per month, per vehicle)	See formula
1996	Contract price less salvage value divided by current life cycle.	
1997	Mileage	See formula
1998	Maintenance and repair costs for a particular vehicle/use type, divided by	
1999	total miles for that vehicle/use type	
2000	Fuel Pass-through	Actual cost
2001	Equipment rate for Public Safety vehicles	Actual cost
2002	Additional Management	
2003	Daily Pool Rates - Actual Cost From Vendor Contract - Actual Cost	Actual Cost
2004	Administrative Fee for Overhead	42.00
2005	Management Information System (per month)	3.00
2006	Vehicle Feature and Miscellaneous Equipment Upgrade	Actual cost
2007	Vehicle Class Differential Upgrade	Actual cost
2008	Bad Odometer Research	50.00
2009	Operator fault	
2010	Vehicle Detail Cleaning Service	40.00
2011	Excessive Maintenance, Accessory Fee	Variable
2012	Accounts receivable late fee	
2013	Past 30-days	5% of balance
2014	Past 60-days	10% of balance
2015	Past 90-days	15% of balance
2016	Accident deductible rate charged (per accident)	Actual cost
2017	Operator negligence and vehicle abuse	Variable
2018	Statutory Maintenance Non-Compliance	
2019	10 days late (per vehicle per month)	100.00
2020	20 days late (per vehicle per month)	200.00
2021	30+ days late (per vehicle per month)	300.00
2022	Seasonal Use Vehicle Lease	155.02
2023	ISF - Travel Office	
2024	Car and/or Hotel Only	8.00
2025	Travel	
2026	Travel Agency Service	
2027	Regular	26.00
2028	Online	16.00
2029	State Agent	21.00
2030	Group	
2031	16-25 people	23.50

H.B. 8**Enrolled Copy**

2032	26-45 people	21.00
2033	46+ people	18.50
2034	School District Agent	16.00
2035	Transactions Group	
2036	Transactions Rate (per hour)	46.00

**Pro Forma Financial Statements
Fleet Administration**

8/20/2020

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	66,032	61,485	61,208	50,983	50,983	50,983	50,983
ACCOUNTS RECEIVABLE	0	0	0	0	0	0	0
DUE FROM OTHER FUNDS	0	467	223	791	791	791	791
INVENTORIES							
PREPAID EXPENSES							
TOTAL CURRENT ASSETS	66,032	61,952	61,431	51,774	51,774	51,774	51,774
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM							
TOTAL OTHER ASSETS	0	0	0	0	0	0	0
LAND / LAND IMPROVEMENTS							
CONSTRUCTION IN PROGRESS							
BUILDINGS AND IMPROVEMENTS							
MACHINERY AND EQUIPMENT							
ACCUMULATED DEPRECIATION							
TOTAL CAPITAL ASSETS	0	0	0	0	0	0	0
TOTAL ASSETS	66,032	61,952	61,431	51,774	51,774	51,774	51,774
LIABILITIES & FUND EQUITY							
VOUCHERS PAYABLE	21,428	1,844	16,163	7,544	7,544	7,544	7,544
ACCRUED LIABILITIES	0	13,982	0	0	0	0	0
DEFERRED REVENUE	0	0	0	0	0	0	0
INTERFUND LOAN (Short Term Cash Deficit)							
DUE TO OTHER FUNDS	359	1,881	1,023	57	57	57	57
POLICY CLAIMS LIABILITIES - SHORT TERM							
CAPITAL LEASE PAYABLE-SHORT TERM							
REVENUE BONDS - SHORT TERM							
TOTAL CURRENT LIABILITIES	21,787	17,707	17,186	7,601	7,601	7,601	7,601
REVENUE BONDS - LONG TERM							
CAPITAL LEASE PAYABLE-LONG TERM							
CONTRACTS PAYABLE - LONG TERM							
INTERFUND LOAN FROM OTHER FUNDS							
INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit)							
POLICY CLAIMS LIABILITIES - LONG-TERM							
TOTAL LONG-TERM LIABILITIES	0	0	0	0	0	0	0
TOTAL LIABILITIES	21,787	17,707	17,186	7,601	7,601	7,601	7,601
CONTRIBUTED CAPITAL	35,169	35,169	35,169	35,169	35,169	35,169	35,169
RETAINED EARNINGS	9,076	9,076	9,076	9,004	9,004	9,004	9,004
TOTAL FUND EQUITY / NET ASSETS	44,245	44,245	44,245	44,173	44,173	44,173	44,173
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	66,032	61,952	61,431	51,774	51,774	51,774	51,774

INCOME STATEMENT

TOTAL OPERATING REVENUES (before proposed rate impacts)							
Rate Impact							
TOTAL OPERATING REVENUES (after proposed rate impac	0	0	0	0	0	0	0
PERSONAL SERVICES	446,980	350,817	375,131	348,703	352,190	362,756	373,638
TRAVEL EXPENSE	8,731	4,390	5,175	1,094	5,000	5,000	5,000
CURRENT EXPENSE	84,297	149,922	105,345	145,098	145,098	145,098	145,098
CURRENT EXPENSE - DATA PROCESSING	63,955	65,148	1,936	31,788	31,788	31,788	31,788
DEPRECIATION EXPENSE							
OTHER EXPENSES	(603,963)	(570,277)	(487,587)	(526,611)	(534,076)	(544,642)	(555,524)
TOTAL OPERATING EXPENSES	0	0	0	72	0	(0)	0
TOTAL OPERATING INCOME (LOSS)	0	0	0	(72)	(0)	0	(0)
GAIN (LOSS) ON SALE OF FIXED ASSETS							
INTEREST INCOME							
INTEREST EXPENSE							
FEDERAL GRANTS							
RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT							
OPERATING TRANSFERS IN (OUT)							
NET INCOME (LOSS)	0	0	0	(72)	(0)	0	(0)

CASH FLOW STATEMENT

BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	62,836	66,032	61,485	61,208	50,983	50,983	50,983
Total Cash from Sales	0	0	0	0	0	0	0
Capital Asset Disposal Proceeds	0	0	0	0	0	0	0
Federal Grants							
State Appropriations							
Other Sources							
TOTAL SOURCES OF CASH	0	0	0	0	0	0	0
Cash Used for Operations	3,196	(4,547)	(277)	(10,225)	0	0	0
Payments for Capital Assets	0	0	0	0	0	0	0
State Appropriations							
Other Uses							
TOTAL USES OF CASH	3,196	(4,547)	(277)	(10,225)	0	0	0
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	66,032	61,485	61,208	50,983	50,983	50,983	50,983

**Pro Forma Financial Statements
Motor Pool**

8/20/2020

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS							
ACCOUNTS RECEIVABLE	123,327	179,136	182,756	123,014	150,000	150,000	150,000
DUE FROM OTHER FUNDS	3,158,762	2,795,031	2,865,564	3,000,000	3,000,000	3,000,000	3,000,000
INVENTORIES							
PREPAID EXPENSES	106,617	5,000	1,375	742	1,000	1,000	1,000
TOTAL CURRENT ASSETS	3,388,706	2,979,167	3,049,695	3,123,756	3,151,000	3,151,000	3,151,000
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM							
TOTAL OTHER ASSETS	0	0	0	0	0	0	0
LAND / LAND IMPROVEMENTS							
VEHICLES	133,671,298	129,679,596	127,499,390	122,248,861	121,248,861	122,248,861	124,248,861
BUILDINGS AND IMPROVEMENTS	173,480	173,480	173,480	173,480	173,480	173,480	173,480
MACHINERY AND EQUIPMENT	303,385	439,528	456,006	489,006	489,006	489,006	489,006
ACCUMULATED DEPRECIATION	(58,946,237)	(57,150,261)	(58,379,257)	(58,250,890)	(58,250,890)	(58,450,890)	(58,650,890)
TOTAL CAPITAL ASSETS	75,201,926	73,142,343	69,749,619	64,660,457	63,660,457	64,460,457	66,260,457
TOTAL ASSETS	78,590,632	76,121,510	72,799,314	67,784,213	66,811,457	67,611,457	69,411,457
LIABILITIES & FUND EQUITY							
VOUCHERS PAYABLE	762,318	1,155,364	1,277,303	246,249	500,000	500,000	500,000
ACCRUED LIABILITIES	22,581	0	854,982	622,818	500,000	500,000	500,000
DEFERRED REVENUE	600,292	1,001,549	0	0	0	0	0
INTERFUND LOAN (Short Term Cash Deficit)	15,319,900	12,463,313	14,615,836	14,000,000	14,000,000	14,000,000	14,000,000
DUE TO OTHER FUNDS	10,830	1,185	222,170	226	5,000	5,000	5,000
POLICY CLAIMS LIABILITIES - SHORT TERM							
CAPITAL LEASE PAYABLE-SHORT TERM							
REVENUE BONDS - SHORT TERM							
TOTAL CURRENT LIABILITIES	16,715,921	14,621,411	16,970,291	14,869,293	15,005,000	15,005,000	15,005,000
REVENUE BONDS - LONG TERM							
CAPITAL LEASE PAYABLE-LONG TERM							
CONTRACTS PAYABLE - LONG TERM							
INTERFUND LOAN FROM OTHER FUNDS							
INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit)	12,243,878	9,196,718	3,825,533	2,318,743	2,838,092	4,519,036	6,454,406
POLICY CLAIMS LIABILITIES - LONG-TERM							
TOTAL LONG-TERM LIABILITIES	12,243,878	9,196,718	3,825,533	2,318,743	2,838,092	4,519,036	6,454,406
TOTAL LIABILITIES	28,959,799	23,818,129	20,795,824	17,188,036	17,843,092	19,524,036	21,459,406
CONTRIBUTED CAPITAL	38,337,609	38,933,586	41,271,552	41,859,797	42,609,797	43,359,797	44,109,797
STATE ONLY RETAINED EARNINGS	2,054,293	2,054,293	8,980,402	8,980,402	8,330,402	8,330,402	8,330,402
RETAINED EARNINGS	9,238,931	11,315,502	1,751,536	(244,022)	(1,971,834)	(3,602,778)	(4,488,148)
TOTAL FUND EQUITY / NET ASSETS	49,630,833	52,303,381	52,003,490	50,596,177	48,968,365	48,087,421	47,952,051
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	78,590,632	76,121,510	72,799,314	67,784,213	66,811,457	67,611,457	69,411,457

INCOME STATEMENT							
TOTAL OPERATING REVENUES (before proposed rate impacts)	29,523,121	32,055,150	31,909,888	30,811,404	30,811,404	30,757,202	30,757,202
Rate Impact					(54,202)		
TOTAL OPERATING REVENUES (after proposed rate impacts)	29,523,121	32,055,150	31,909,888	30,811,404	30,757,202	30,757,202	30,757,202
PERSONAL SERVICES	840,783	1,146,767	1,326,766	1,423,500	1,437,735	1,480,867	1,525,293
TRAVEL EXPENSE	2,069	4,048	234,747	232,178	235,000	235,000	235,000
CURRENT EXPENSE	13,221,362	17,066,592	20,088,391	19,574,698	19,770,445	18,770,445	17,770,445
CURRENT EXPENSE - DATA PROCESSING	441,448	325,568	569,222	430,052	450,000	450,000	450,000
DEPRECIATION EXPENSE	11,925,982	11,733,943	11,343,631	11,191,834	11,091,834	11,291,834	11,491,834
OTHER EXPENSES	396,661	486,776	409,194	435,743	450,000	460,000	470,000
TOTAL OPERATING EXPENSES	26,828,305	30,763,694	33,971,951	33,288,005	33,435,014	32,688,146	31,942,572
TOTAL OPERATING INCOME (LOSS)	2,694,816	1,291,456	(2,062,063)	(2,476,601)	(2,677,812)	(1,930,944)	(1,185,370)
GAIN (LOSS) ON SALE OF FIXED ASSETS	503,887	785,115	185,770	295,762	300,000	300,000	300,000
OTHER INCOME			159,567	173,662			
INTEREST EXPENSE							
FEDERAL GRANTS							
RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT			(921,131)				
OPERATING TRANSFERS IN (OUT)				11,619	(650,000)		
NET INCOME (LOSS)	3,198,703	2,076,571	(2,637,857)	(1,995,558)	(3,027,812)	(1,630,944)	(885,370)

CASH FLOW STATEMENT							
BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	(31,357,629)	(27,563,778)	(21,660,031)	(18,441,369)	(16,318,743)	(16,838,092)	(18,519,036)
Total Cash from Sales	29,495,095	31,747,228	31,984,041	30,886,098	30,784,188	30,757,202	30,757,202
Capital Asset Disposal Proceeds	3,328,876	5,394,975	3,821,070	4,069,363	3,800,000	3,800,000	3,800,000
Federal Grants							
State Appropriations (snowplows)				2,000,000			
Fleet Expansion	1,355,835	595,977	2,497,533	588,245	750,000	750,000	750,000
TOTAL SOURCES OF CASH	34,179,806	37,738,180	38,302,644	37,543,706	35,334,188	35,307,202	35,307,202
Cash Used for Operations	(15,480,195)	(17,701,021)	(22,547,562)	(22,339,334)	(24,121,791)	(24,906,400)	(24,160,826)
Payments for Capital Assets	(14,905,760)	(14,133,412)	(11,615,289)	(11,081,746)	(11,081,746)	(12,081,746)	(13,081,746)
State Appropriations (snowplows)				(2,000,000)			
Other Uses (transfer for SLCC site)					(650,000)		
Other Uses (federal retained earnings refund)			(921,131)				
TOTAL USES OF CASH	(30,385,955)	(31,834,433)	(35,083,982)	(35,421,080)	(35,853,537)	(36,988,146)	(37,242,572)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	(27,563,778)	(21,660,031)	(18,441,369)	(16,318,743)	(16,838,092)	(18,519,036)	(20,454,406)

**Pro Forma Financial Statements
Fuel Network**

Rev. 9/2/2020

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	0	0	0	0	0	0	0
ACCOUNTS RECEIVABLE	2,041,959	2,298,651	2,396,132	1,791,012	1,791,012	1,791,012	1,791,012
DUE FROM OTHER FUNDS	765,043	766,153	1,029,235	850,000	850,000	850,000	850,000
INVENTORIES	3,038,898	3,888,898	1,676,719	1,271,240	1,400,000	1,500,000	1,600,000
PREPAID EXPENSES	1,331	109,867	1,518	1,595			
TOTAL CURRENT ASSETS	5,847,231	7,063,569	5,103,604	3,913,847	4,041,012	4,141,012	4,241,012
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM							
TOTAL OTHER ASSETS	0	0	0	0	0	0	0
LAND / LAND IMPROVEMENTS							
CONSTRUCTION IN PROGRESS							
BUILDINGS AND IMPROVEMENTS	19,167	19,167	19,167	19,167	669,167	669,167	669,167
MACHINERY AND EQUIPMENT	3,769,954	5,762,195	6,591,668	9,799,021	10,466,021	10,966,021	11,466,021
ACCUMULATED DEPRECIATION	(3,494,313)	(3,740,214)	(4,067,613)	(4,515,103)	(5,192,594)	(5,920,085)	(6,697,576)
TOTAL CAPITAL ASSETS	294,808	2,041,148	2,543,222	5,303,085	5,942,594	5,715,103	5,437,612
TOTAL ASSETS	6,142,039	9,104,717	7,646,826	9,216,932	9,983,606	9,856,115	9,678,624
LIABILITIES & FUND EQUITY							
VOUCHERS PAYABLE	1,472,587	2,429,031	1,065,150	2,155,375	2,155,375	2,155,375	2,155,375
ACCRUED LIABILITIES	0	27,772	1,141,643	234,338	0	0	0
DEFERRED REVENUE	0	0	0	0	0	0	0
INTERFUND LOAN (Short Term Cash Deficit)	133,437	124,414	1,168,605	1,200,000	1,200,000	1,200,000	1,200,000
DUE TO OTHER FUNDS	29,234	248	343	119	5,000	5,000	5,000
POLICY CLAIMS LIABILITIES - SHORT TERM							
CAPITAL LEASE PAYABLE-SHORT TERM							
REVENUE BONDS - SHORT TERM							
TOTAL CURRENT LIABILITIES	1,635,258	2,581,465	3,375,741	3,589,832	3,360,375	3,360,375	3,360,375
REVENUE BONDS - LONG TERM							
CAPITAL LEASE PAYABLE-LONG TERM							
CONTRACTS PAYABLE - LONG TERM							
INTERFUND LOAN FROM OTHER FUNDS							
INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit)	4,445,094	4,493,951	3,971,809	3,063,826	2,898,286	2,193,502	1,515,892
POLICY CLAIMS LIABILITIES - LONG-TERM							
TOTAL LONG-TERM LIABILITIES	4,445,094	4,493,951	3,971,809	3,063,826	2,898,286	2,193,502	1,515,892
TOTAL LIABILITIES	6,080,352	7,075,416	7,347,550	6,653,658	6,258,661	5,553,877	4,876,267
CONTRIBUTED CAPITAL		1,807,584	2,637,056	5,838,452	7,155,452	7,155,452	7,155,452
RETAINED EARNINGS	61,687	221,717	(2,337,780)	(3,275,178)	(3,430,507)	(2,853,214)	(2,353,095)
TOTAL FUND EQUITY / NET ASSETS	61,687	2,029,301	299,276	2,563,274	3,724,945	4,302,238	4,802,357
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	6,142,039	9,104,717	7,646,826	9,216,932	9,983,606	9,856,115	9,678,624

INCOME STATEMENT

TOTAL OPERATING REVENUES (before proposed rate impacts)	24,345,790	27,510,922	31,355,318	25,336,519	25,636,519	26,914,342	28,023,491
Rate Impact					977,823	809,149	
TOTAL OPERATING REVENUES (after proposed rate impact)	24,345,790	27,510,922	31,355,318	25,336,519	26,614,342	27,723,491	28,023,491
PERSONAL SERVICES	660,132	632,962	671,708	710,480	717,585	739,112	761,286
TRAVEL EXPENSE	2,278	36	5,566	1,477	1,000	1,000	1,000
CURRENT EXPENSE	23,948,909	26,148,701	32,719,261	24,688,595	24,988,595	25,288,595	25,588,595
CURRENT EXPENSE - DATA PROCESSING	49,001	40,425	47,004	222,509	175,000	175,000	175,000
DEPRECIATION EXPENSE	122,437	245,901	327,398	447,491	677,491	727,491	777,491
OTHER EXPENSES	300,757	282,867	196,377	207,599	210,000	215,000	220,000
TOTAL OPERATING EXPENSES	25,083,514	27,350,892	33,967,314	26,278,151	26,769,671	27,146,198	27,523,372
TOTAL OPERATING INCOME (LOSS)	(737,724)	160,030	(2,611,996)	(941,632)	(155,329)	577,293	500,119
GAIN (LOSS) ON SALE OF FIXED ASSETS			52,499				
INTEREST INCOME							
INTEREST EXPENSE							
FEDERAL GRANTS							
RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT							
OPERATING TRANSFERS IN (OUT)				4,234			
NET INCOME (LOSS)	(737,724)	160,030	(2,559,497)	(937,398)	(155,329)	577,293	500,119

CASH FLOW STATEMENT

BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	(3,933,511)	(4,578,531)	(4,618,365)	(5,140,414)	(4,263,826)	(4,098,286)	(3,393,502)
Total Cash from Sales	24,179,063	28,362,032	29,406,221	24,751,805	26,743,102	27,823,491	28,123,491
Capital Asset Disposal Proceeds	0	0	0	0	0	0	0
Federal Grants							
State Appropriations		1,807,584	829,472	3,201,396	667,000		
Other Sources(FY21 SLCC site from Motor Pool fund)					650,000		
TOTAL SOURCES OF CASH	24,179,063	30,169,616	30,235,693	27,953,201	28,060,102	27,823,491	28,123,491
Cash Used for Operations	(24,824,083)	(30,024,792)	(30,757,742)	(27,070,656)	(27,244,562)	(26,618,707)	(26,945,881)
Payments for Capital Assets	0	(184,658)	0	(5,957)	(650,000)	(500,000)	(500,000)
State Appropriations							
Other Uses							
TOTAL USES OF CASH	(24,824,083)	(30,209,450)	(30,757,742)	(27,076,613)	(27,894,562)	(27,118,707)	(27,445,881)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	(4,578,531)	(4,618,365)	(5,140,414)	(4,263,826)	(4,098,286)	(3,393,502)	(2,715,892)

Pro Forma Financial Statements
State Travel

8/20/2020

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	63,676	85,080	40,769	0	0	0	76
ACCOUNTS RECEIVABLE	67,768	59,239	70,981	17,636	40,000	40,000	40,000
DUE FROM OTHER FUNDS	129	1,248	3,905	0	0	0	0
INVENTORIES							
PREPAID EXPENSES		5,000	88				
TOTAL CURRENT ASSETS	131,573	150,567	115,743	17,636	40,000	40,000	40,076
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM							
TOTAL OTHER ASSETS	0	0	0	0	0	0	0
LAND / LAND IMPROVEMENTS CONSTRUCTION IN PROGRESS BUILDINGS AND IMPROVEMENTS MACHINERY AND EQUIPMENT ACCUMULATED DEPRECIATION							
TOTAL CAPITAL ASSETS	0	0	0	0	0	0	0
TOTAL ASSETS	131,573	150,567	115,743	17,636	40,000	40,000	40,076
LIABILITIES & FUND EQUITY							
VOUCHERS PAYABLE	26,203	21,845	9,581	7,783	25,000	25,000	25,000
ACCRUED LIABILITIES	0	5,012	22,801	0	0	0	0
DEFERRED REVENUE							
INTERFUND LOAN (Short Term Cash Deficit)				5,000	5,000	4,537	
DUE TO OTHER FUNDS	57	64	65	33	33	33	33
POLICY CLAIMS LIABILITIES - SHORT TERM							
CAPITAL LEASE PAYABLE-SHORT TERM							
REVENUE BONDS - SHORT TERM							
TOTAL CURRENT LIABILITIES	26,260	26,921	32,447	12,816	30,033	29,570	25,033
REVENUE BONDS - LONG TERM CAPITAL LEASE PAYABLE-LONG TERM CONTRACTS PAYABLE - LONG TERM INTERFUND LOAN FROM OTHER FUNDS INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit)							
POLICY CLAIMS LIABILITIES - LONG-TERM				4,369	11,019		
TOTAL LONG-TERM LIABILITIES	0	0	0	4,369	11,019	0	0
TOTAL LIABILITIES	26,260	26,921	32,447	17,185	41,052	29,570	25,033
CONTRIBUTED CAPITAL RETAINED EARNINGS							
	105,313	123,646	83,296	451	(1,052)	10,430	15,043
TOTAL FUND EQUITY / NET ASSETS	105,313	123,646	83,296	451	(1,052)	10,430	15,043
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	131,573	150,567	115,743	17,636	40,000	40,000	40,076

INCOME STATEMENT

TOTAL OPERATING REVENUES (before proposed rate impacts)	600,423	542,203	519,191	434,448	384,448	488,104	507,762
Rate Impact					103,656	19,658	
TOTAL OPERATING REVENUES (after proposed rate impac	600,423	542,203	519,191	434,448	488,104	507,762	507,762
PERSONAL SERVICES	176,620	193,966	207,914	215,263	217,416	223,938	230,656
TRAVEL EXPENSE	332	136	967	26	500	500	500
CURRENT EXPENSE	319,453	320,936	332,267	296,324	256,325	256,326	256,327
CURRENT EXPENSE - DATA PROCESSING	4,797	5,161	12,418	9,091	9,200	9,300	9,400
DEPRECIATION EXPENSE							
OTHER EXPENSES	3,929	3,671	5,975	6,116	6,166	6,216	6,266
TOTAL OPERATING EXPENSES	505,131	523,870	559,541	526,820	489,607	496,280	503,149
TOTAL OPERATING INCOME (LOSS)	95,292	18,333	(40,350)	(92,372)	(1,503)	11,482	4,613
GAIN (LOSS) ON SALE OF FIXED ASSETS INTEREST INCOME INTEREST EXPENSE FEDERAL GRANTS RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT OPERATING TRANSFERS IN (OUT) - COVID CARES ACT							
				9,527			
NET INCOME (LOSS)	95,292	18,333	(40,350)	(82,845)	(1,503)	11,482	4,613

CASH FLOW STATEMENT

BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	(4,624)	63,676	85,080	40,769	(9,369)	(16,019)	(4,537)
Total Cash from Sales	575,077	534,793	533,590	377,198	510,468	507,762	507,762
Capital Asset Disposal Proceeds	0	0	0	0	0	0	0
Federal Grants							
State Appropriations							
Other Sources(COVID)				9,527			
TOTAL SOURCES OF CASH	575,077	534,793	533,590	386,725	510,468	507,762	507,762
Cash Used for Operations	(506,777)	(513,389)	(577,901)	(436,863)	(517,118)	(496,280)	(503,149)
Payments for Capital Assets	0	0	0	0	0	0	0
State Appropriations							
Other Uses							
TOTAL USES OF CASH	(506,777)	(513,389)	(577,901)	(436,863)	(517,118)	(496,280)	(503,149)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	63,676	85,080	40,769	(9,369)	(16,019)	(4,537)	76

**Pro Forma Financial Statements
Transactions Team**

8/20/2020

	FY 2017 Actual	FY 2018 Actual	FY 2019 Actual	FY 2020 Preliminary	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
BALANCE SHEET							
ASSETS							
CASH & CASH EQUIVALENTS	13,391	5,192	0	0	28,597	39,595	31,203
ACCOUNTS RECEIVABLE		0	0	0	0	0	0
DUE FROM OTHER FUNDS	57,551	32,793	52,086	40,000	40,000	40,000	40,000
INVENTORIES							
PREPAID EXPENSES		5,000					
TOTAL CURRENT ASSETS	70,942	42,985	52,086	40,000	68,597	79,595	71,203
DEFERRED CHARGES/ PREPAID EXPENSE - LONG TERM							
TOTAL OTHER ASSETS	0	0	0	0	0	0	0
LAND / LAND IMPROVEMENTS CONSTRUCTION IN PROGRESS BUILDINGS AND IMPROVEMENTS MACHINERY AND EQUIPMENT ACCUMULATED DEPRECIATION							
TOTAL CAPITAL ASSETS	0	0	0	0	0	0	0
TOTAL ASSETS	70,942	42,985	52,086	40,000	68,597	79,595	71,203
LIABILITIES & FUND EQUITY							
ACCOUNTS PAYABLE & ACCRUED LIABILITIES	74,482	42,008	43,414	35,523	35,523	35,523	35,523
DEFERRED REVENUE	0	0	0	0	0	0	0
INTERFUND LOAN (Short Term Cash Deficit)	0	0	0	0	0	0	0
DUE TO OTHER FUNDS	2,154	192	228	82	82	82	82
POLICY CLAIMS LIABILITIES - SHORT TERM							
CAPITAL LEASE PAYABLE-SHORT TERM							
REVENUE BONDS - SHORT TERM							
TOTAL CURRENT LIABILITIES	76,636	42,200	43,642	35,605	35,605	35,605	35,605
REVENUE BONDS - LONG TERM CAPITAL LEASE PAYABLE-LONG TERM CONTRACTS PAYABLE - LONG TERM INTERFUND LOAN FROM OTHER FUNDS INTERFUND LOAN FROM GENERAL FUND (Long Term Cash Deficit)							
			7,659	1,241			
POLICY CLAIMS LIABILITIES - LONG-TERM							
TOTAL LONG-TERM LIABILITIES	0	0	7,659	1,241	0	0	0
TOTAL LIABILITIES	76,636	42,200	51,301	36,846	35,605	35,605	35,605
CONTRIBUTED CAPITAL RETAINED EARNINGS							
	(5,694)	785	785	3,154	32,992	43,990	35,598
TOTAL FUND EQUITY / NET ASSETS	(5,694)	785	785	3,154	32,992	43,990	35,598
TOTAL LIABILITIES & FUND EQUITY / NET ASSETS	70,942	42,985	52,086	40,000	68,597	79,595	71,203

INCOME STATEMENT

TOTAL OPERATING REVENUES (before proposed rate impacts)	1,594,880	1,244,514	750,237	650,016	650,016	684,743	684,743
Rate Impact	0				34,727		
TOTAL OPERATING REVENUES (after proposed rate impac	1,594,880	1,244,514	750,237	650,016	684,743	684,743	684,743
PERSONAL SERVICES	1,489,525	1,136,532	644,344	568,987	574,677	591,917	609,675
TRAVEL EXPENSE	0	0	164	246	246	246	246
CURRENT EXPENSE	46,939	43,235	39,734	17,577	17,929	18,287	18,653
CURRENT EXPENSE - DATA PROCESSING	44,480	52,360	32,785	27,817	28,373	28,941	29,520
DEPRECIATION EXPENSE	0	0	0	0	0	0	0
OTHER EXPENSES	5,800	5,908	33,210	33,020	33,680	34,354	35,041
TOTAL OPERATING EXPENSES	1,586,744	1,238,035	750,237	647,647	654,905	673,745	693,134
TOTAL OPERATING INCOME (LOSS)	8,136	6,479	0	2,369	29,838	10,998	(8,391)
GAIN (LOSS) ON SALE OF FIXED ASSETS INTEREST INCOME INTEREST EXPENSE FEDERAL GRANTS RETAINED EARNINGS REFUNDS TO FEDERAL GOVERNMENT OPERATING TRANSFERS IN (OUT)							
NET INCOME (LOSS)	8,136	6,479	0	2,369	29,838	10,998	(8,391)

CASH FLOW STATEMENT

BEGINNING CASH BALANCE / (INTERFUND LOAN BALANCE)	27,847	13,391	5,192	(7,659)	(1,241)	28,597	39,595
Total Cash from Sales	1,584,365	1,219,756	769,530	637,930	684,743	684,743	684,743
Capital Asset Disposal Proceeds	0	0	0	0	0	0	0
Federal Grants							
State Appropriations							
Other Sources							
TOTAL SOURCES OF CASH	1,584,365	1,219,756	769,530	637,930	684,743	684,743	684,743
Cash Used for Operations	(1,598,821)	(1,227,955)	(782,381)	(631,512)	(654,905)	(673,745)	(693,135)
Payments for Capital Assets	0	0	0	0	0	0	0
State Appropriations							
Other Uses							
TOTAL USES OF CASH	(1,598,821)	(1,227,955)	(782,381)	(631,512)	(654,905)	(673,745)	(693,135)
ENDING CASH BALANCE/(INTERFUND LOAN BALANCE)	13,391	5,192	(7,659)	(1,241)	28,597	39,595	31,203

