

November 6, 2013

MEMORANDUM

TO: State Board of Regents

FROM: David L. Buhler

SUBJECT: USHE – Institutional Residences Annual Report

Regent Policy R207 requires that each USHE institution provide an annual report regarding institutional coverage of expenses for maintenance, repair, utilities, insurance and domestic assistance related to the institutional residences (IR). Beyond the Regent Policy requirement, institutional representatives support the presentation of this information to the Regents to maintain proper institutional internal control, ensure that IR budgets are set and expenditures are monitored, support the IR as a sanctioned institutional offering, and to provide public exposure and feedback regarding the facility's operation and maintenance.

The attached report summarizes the approved budget and expenditures for each institutional residence over the past three fiscal years. Footnotes have been added to describe the following: any significant change from prior years; any significant variances between the budgeted and actual expenditures; and/or any significant capital improvements to the residence.

Commissioner's Recommendation

This is a discussion item only; no action is needed.

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David L. Buhler  
Commissioner of Higher Education

DLB/GLS/DAM  
Attachment

# Utah System of Higher Education

## Institutional Residences Operation and Maintenance Report

FY 2011-2014

	2010-11		2011-12		2012-13		2013-14		Source of Funds	Square Footage
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual		
U of U	\$ 59,200	\$ 51,998	\$ 53,225	\$ 46,762	\$ 53,225	\$ 53,389	\$ 60,900	\$ 60,900	Discretionary Funds	6,931
USU	\$ 73,350	\$ 67,612	\$ 72,000	\$ 52,988	\$ 72,000	\$ 67,426	\$ 72,000	\$ 72,000	E&G	12,403
WSU	\$ 22,600	\$ 21,089	\$ 22,600	\$ 20,919	\$ 22,600	\$ 21,489	\$ 27,400	\$ 27,400	E&G	3,900
SUU <sup>1</sup>	\$ 62,800	\$ 61,601	\$ 57,000	\$ 77,531	\$ 54,500	\$ 56,143	\$ 67,000	\$ 67,000	E&G & Discretionary	11,314
SNOW <sup>2</sup>	\$ 4,501	\$ 6,990	\$ 9,511	\$ 8,238	\$ 7,000	\$ 22,327	\$ 7,000	\$ 7,000	E&G	6,128
DSU	\$ 19,950	\$ 22,217	\$ 19,650	\$ 30,942	\$ 19,650	\$ 11,180	\$ 19,650	\$ 19,650	E&G & Discretionary, & Donor Funds	5,246
UVU <sup>3</sup>	\$ 31,638	\$ 40,470	\$ 47,940	\$ 33,330	\$ 43,940	\$ 33,788	\$ 50,940	\$ 50,940	E&G & Discretionary	5,705
SLCC <sup>4</sup>	\$ 33,700	\$ 24,155	\$ 33,700	\$ 26,282	\$ 48,100	\$ 26,414	\$ 36,100	\$ 36,100	E&G & Discretionary	8,343

\*Footnotes to this table contain explanations of significant budget variances and also institutional residence capital improvements which are not reflected in the O&M amounts in the table above.

<sup>1</sup> SUU installed an outdoor concrete ramp in FY 13 providing ADA access to the tradition room in the basement and completed work on an outdoor sport court. Budget-\$43,000; Actual- \$45,844

<sup>2</sup> Snow College purchased new furnaces and air conditioners which increased their actual expenditures over what was budgeted for FY 2013.

<sup>3</sup> UVU plans for a Regent-approved remodel and addition to the residence in FY 14 to better accommodate a President with a family. The remodel and improvements are budgeted for \$130,000.

<sup>4</sup> SLCC renovated and repaired the institutional residence kitchen and made major landscaping improvements to the sprinkler system, arbor, etc. in FY 2013. Actual-\$63,207; Budget- \$64,000.

<sup>5</sup> SLCC has budgeted for additional infrastructure needs for FY 2014 at a cost of \$50,000.

Board Policy R207 provides for institutional coverage of expenses for maintenance, repair, utilities, insurance, and domestic assistance serving institutional purposes. Policy requires annual reports for the previous year's actual expenses and the current year's budget, as summarized in the table above.