Agency Summary And Certification

AUG 28 2020

900 -- Public Utilities Commission

Original Submission X or Rev No. ___ **FY2022 Request**

In accordance with 67-3502, Idaho Code, I certify the attached forms properly state the receipts and expenditures of the department (agency, office, or institution) for the fiscal years indicated. The summary of expenditures by major program, fund source, and standard class is indicated below.

Signature of Department Director : Paul Kjellander Date: 08/27/2020

Function/Activity	FY 2020 Total Appropriation	FY 2020 Total Expenditures	FY 2021 Original Appropriation	FY 2021 Estimated Expenditures	FY 2022 Total Request
Public Utilities Commission	8,064,000	6,108,900	6,554,200	6,554,200	6,759,000
Total	8,064,000	6,108,900	6,554,200	6,554,200	6,759,000

By Fund Source	Total Appropriation	Actual Expenditures	Original Appropriation	Estimated Expenditures	Total Request
D 0229-20 Public Utilities Commission	7,512,400	5,973,900	5,998,300	5,998,300	6,197,500
F 0348-00 Federal Grant	332,300	121,000	336,600	336,600	342,200
O 0125-00 Indirect Cost Recovery	219,300	14,000	219,300	219,300	219,300
Total	8,064,000	6,108,900	6,554,200	6,554,200	6,759,000

By Object	Total Appropriation	Actual Expenditures	Original Appropriation	Estimated Expenditures	Total Request
Personnel Costs	4,532,700	3,671,200	4,588,000	4,588,000	4,788,600
Operating Expenditures	2,940,100	2,271,600	1,966,200	1,966,200	1,952,400
Capital Outlay	591,200	166,100	0	0	18,000
Trustee And Benefit Payments	0	0	0	0	0
Lump Sum	0	0	0	0	0
Total	8,064,000	6,108,900	6,554,200	6,554,200	6,759,000
FTP Total	49.00	49.00	49.00	49.00	49.00

FORM B3: DIVISION DESCRIPTIONS

Agency/Department: Idaho Public Utilities Commission

Division:

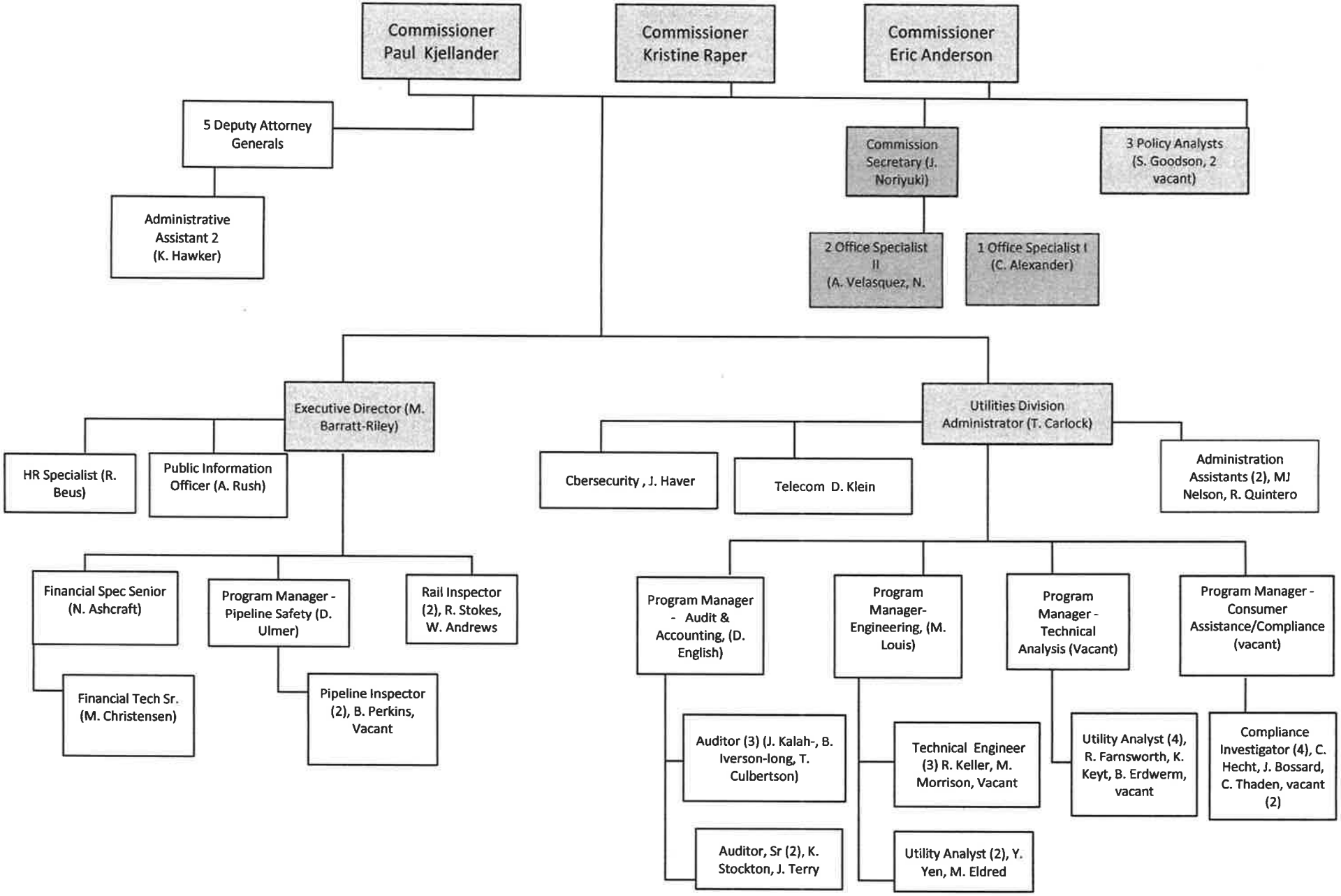
Request for Fiscal Year : 2022

Agency Number: 900

Original Request Date: August 28, 2020	Revision Request Date:

The Public Utilities Commission advocates actions and policies to ensure that citizens of Idaho have access to high-quality telecommunications, electric, gas, and water utility services at reasonable rates. It's activities include monitoring legislatively mandated communication programs, providing technical advice to the Commission members, monitoring utility earnings and operations, and investigating proposed rate changes and consumer complaints. The Commission is also responsible for administering a Pipeline Safety Program, as well as a Rail Safety Program for Hazardous Materials.

IDAHO PUBLIC UTILITIES COMMISSION
FY 2021



FORM B11: REVENUE

Agency/Department: Idaho Public Utilities Commission
Program (If applicable)

Request for Fiscal Year: 2022
Agency Number: 900
Budget Unit (If Applicable):
Function/Activity Number (If Applicable):

Original Request Date: 8/28/20
Revision Request Date:

Fund No.	Fund Detail No.	Fund Name	Significant Assumption Number	Summary Object Code	Revenue Source Description -Summary Level	FY 2018 Actual Revenue	FY 2019 Actual Revenue	FY 2020 Actual Revenue	FY 2021 Estimated Revenue	FY 2022 Estimated Revenue
0125		Indirect Cost Recovery Fund	1	2001	Federal Grant Pipeline Safety - Direct deposit			38100	38000	38000
				3601	Prior Year Expense Reimbursement			100		
0125		**Indirect Cost Recovery Fund**		**FUND TOTAL**		**$0**	**$0**	**$38,200**	**$38,000**	**$38,000**
0229	20	State Regulatory Fund		1025	License and permits - Utilities Regulatory Fund Fees	5,157,500	5,514,800	5,784,200	5,784,200	4,425,500
				1025	License and permits - Railroad Regulatory Fund Fees	290,500	246,400	218,000	225,000	225,000
				1025	License and permits - Pipeline Regulatory Fund Fees	50	300	8,700	100	100
				1205	Securities	1,500	5,000	4,200	3,000	3,000
				3601	Miscellaneous Revenue	2,200	3,700	4,200	1,000	1,000
				3601	Miscellaneous Revenue			12,400		
0229	**20**	**State Regulatory Fund**		**FUND TOTAL**		**$5,451,750**	**$5,770,200**	**$6,031,700**	**$6,013,300**	**$4,654,600**
0348		Federal Funds		2001	Pipeline Safety Program Grant(Federal Grant)	239,150	211,800	189,800	220,000	227,000
				2001	Federal One-Call Grant		33,400	52,200	60,000	60,000
				2001	Miscellaneous Revenue	1,450	600	0	0	0
0348		**Federal Funds**		**FUND TOTAL**		**$240,600**	**$245,800**	**$242,000**	**$280,000**	**$287,000**
				FUND TOTAL		**$0**	**$0**	**$0**	**$0**	**$0**
				FUND TOTAL		**$0**	**$0**	**$0**	**$0**	**$0**

Fund No.	Fund Detail No.	Fund Name	Significant Assumption Number	Summary Object Code	Revenue Source Description -Summary Level	FY 2018 Actual Revenue	FY 2019 Actual Revenue	FY 2020 Actual Revenue	FY 2021 Estimated Revenue	FY 2022 Estimated Revenue
				FUND TOTAL		$0	$0	$0	$0	$0
				GRAND TOTAL		$5,692,350	$6,016,000	$6,311,900	$6,331,300	$4,979,600

SIGNIFICANT ASSUMPTIONS

Fund No.	Fund Detail No.	Fund Name	Significant Assumption Number	Provide Details for any Significant Assumptions Listed	FY 2022 Estimated Impact
0125	00	Indirect Cost Recovery	1	It was stated on prior year B-11's that the 0125 fund did not receive revenue and the federal dollars were transferred in from the 0348 fund. Beginning in FY2020, SCO stated that the federal dollars could be directly deposited into Indirect fund	
					$0
					$0
					$0
					$0
					$0

FORM B12: ANALYSIS OF FUND BALANCES

Agency/Department: Idaho Public Utilities Commission

Original Request Date: August 28, 2020 or Revision Request Date: _____

Request for Fiscal Year : 2022

Agency Number: 900

Sources and Uses:

FUND NAME: Indirect		FUND CODE: 0125	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
1. Beginning Free Fund Balance			**47,300**	**6,300**	**32,300**	**56,400**	**56,400**
2. Encumbrances as of July 1			0	0	0	0	0
2a. Reappropriation (Legislative Carryover)			0	0	0	0	0
3. Beginning Cash Balance			**47,300**	**6,300**	**32,300**	**56,400**	**56,400**
4. Revenues (from Form B-11)			33,800		38,100	38,000	38,000
5. Non-Revenue Receipts and Other Adjustments	Suspense, borrowing limit		40,000	40,000	40,000	40,000	40,000
6. Statutory Transfers in:	Fund or Reference:	348	38,200	50,900	0	0	0
7. Operating Transfers in:	Fund or Reference:		0		0	0	0
8. Total Available for Year			**159,300**	**97,200**	**110,400**	**134,400**	**134,400**
9. Statutory Transfers Out:	Fund or Reference:		0	0	0	0	0
10. Operating Transfers Out:	Fund or Reference:		38,300	0	0	0	0
11. Non-Expenditure Disbursements and Other Adjustments	Refunds, Clearing, P-card pymts		0	0	0	0	0
12. Cash Expenditures for Prior Year Encumbrances			0	0	0	0	0
13. Original Appropriation			*209,500*	*219,300*	*219,300*	*219,300*	*219,300*
14. Prior Year Reappropriations, Supplementals, Rescissions			*0*	*0*	*0*	*0*	*0*
15. Non-cogs, Receipts to Appropriation, etc			*0*	*0*	*0*	*0*	*0*
16. Reversions and Continuous Appropriations			*(134,800)*	*(194,400)*	*(205,300)*	*(181,300)*	*(84,900)*
17.Current Year Reappropriation			*0*	*0*	*0*	*0*	*0*
18. Reserve for Current Year Encumbrances			*0*	*0*	*0*	*0*	*0*
19. Current Year Cash Expenditures			**74,700**	**24,900**	**14,000**	**38,000**	**134,400**
19a. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)			**74,700**	**24,900**	**14,000**	**38,000**	**134,400**
20. Ending Cash Balance			**46,300**	**72,300**	**96,400**	**96,400**	**0**
21. Prior Year Encumbrances as of June 30			0	0	0	0	0
22. Current Year Encumbrances as of June 30			0	0	0	0	0
22a. Current Year Reappropriation			0	0	0	0	0
23. Borrowing Limit			40,000	40,000	40,000	40,000	40,000
24. Ending Free Fund Balance			**6,300**	**32,300**	**56,400**	**56,400**	**(40,000)**
24a. Investments Direct by Agency (GL 1203)			0	0	0	0	0
24b. Ending Free Fund Balance Including Direct Investments			**6,300**	**32,300**	**56,400**	**56,400**	**(40,000)**
26. Outstanding Loans (if this fund is part of a loan program)							

*Note:

Shaded areas in matrix are calculated. Numbers are rounded to hundreds of dollars. Font set to fit to page.

FORM B12: ANALYSIS OF FUND BALANCES

Request for Fiscal Year : 2022

Agency/Department: Idaho Public Utilities Commission

Agency Number: 900

Original Request Date: August 28, 2020 or Revision Request Date: _____

Sources and Uses:

FUND NAME: State Regulatory Fund		FUND CODE: 0229 20	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
1. Beginning Free Fund Balance			**5,868,400**	**5,339,000**	**2,582,600**	**4,078,700**	**4,302,100**
2. Encumbrances as of July 1			49,200	93,800	393,200	184,900	0
2a. Reappropriation (Legislative Carryover)			0	0	1,438,300	0	0
3. Beginning Cash Balance			**5,917,600**	**5,432,800**	**4,414,100**	**4,263,600**	**4,302,100**
4. Revenues (from Form B-11)			5,451,800	5,770,200	6,031,700	6,013,300	4,654,600
5. Non-Revenue Receipts and Other Adjustments	Suspense, borrowing limit, Cares Act Reimbursement		0	400		23,500	0
6. Statutory Transfers in:	Fund or Reference:		0	0	0		0
7. Operating Transfers in:	Fund or Reference:		0		364,000	0	0
8. Total Available for Year			**11,369,400**	**11,203,400**	**10,809,800**	**10,300,400**	**8,956,700**
9. Statutory Transfers Out:	Fund or Reference:		0	0	0	0	0
10. Operating Transfers Out:	Fund or Reference:			0	364,000	0	0
11. Non-Expenditure Disbursements and Other Adjustments	Refunds, Clearing, P-card pymts		(22,600)	(17,700)	0	0	0
12. Cash Expenditures for Prior Year Encumbrances			48,600	81,800	333,300	0	0
13. Original Appropriation			*6,039,300*	*6,137,400*	*6,082,400*	*5,998,300*	*6,197,500*
14. Prior Year Reappropriations, Supplementals, Rescissions			*0*	*2,419,300*	*1,430,000*	*0*	*0*
15. Non-cogs, Receipts to Appropriation, etc			*0*	*0*	*0*	*0*	*0*
16. Reversions and Continuous Appropriations			*(34,900)*	*0*	*(1,538,500)*		*0*
17.Current Year Reappropriation			*0*	*(1,438,300)*	*0*	*0*	*0*
18. Reserve for Current Year Encumbrances			*(93,800)*	*(393,200)*	*(125,000)*	*0*	*0*
19. Current Year Cash Expenditures			**5,910,600**	**6,725,200**	**5,848,900**	**5,998,300**	**6,197,500**
19a. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)			**6,004,400**	**7,118,400**	**5,973,900**	**5,998,300**	**6,197,500**
20. Ending Cash Balance			**5,432,800**	**4,414,100**	**4,263,600**	**4,302,100**	**2,759,200**
21. Prior Year Encumbrances as of June 30			0	0	59,900	0	0
22. Current Year Encumbrances as of June 30			93,800	393,200	125,000	0	0
22a. Current Year Reappropriation			0	1,438,300	0	0	0
23. Borrowing Limit							
24. Ending Free Fund Balance			**5,339,000**	**2,582,600**	**4,078,700**	**4,302,100**	**2,759,200**
24a. Investments Direct by Agency (GL 1203)			0	0	0	0	0
24b. Ending Free Fund Balance Including Direct Investments			**5,339,000**	**2,582,600**	**4,078,700**	**4,302,100**	**2,759,200**
26. Outstanding Loans (if this fund is part of a loan program)							

*Note:

Shaded areas in matrix are calculated. Numbers are rounded to hundreds of dollars. Font set to fit to page.

FORM B12: ANALYSIS OF FUND BALANCES

Agency/Department: Idaho Public Utilities Commission

Original Request Date: August 28, 2020 or Revision Request Date: _____

Request for Fiscal Year : 2022

Agency Number: 900

Sources and Uses:

FUND NAME: Indirect	FUND CODE: 0348	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
1. Beginning Free Fund Balance		**(55,700)**	**(51,500)**	**(63,300)**	**32,400**	**(84,200)**
2. Encumbrances as of July 1		0	0	0	0	0
2a. Reappropriation (Legislative Carryover)		0	0	0	0	0
3. Beginning Cash Balance		**(55,700)**	**(51,500)**	**(63,300)**	**32,400**	**(84,200)**
4. Revenues (from Form B-11)		206,900	257,100	242,000	280,000	287,000
5. Non-Revenue Receipts and Other Adjustments	Suspense, borrowing limit	200,000	200,000	211,200	200,000	200,000
6. Statutory Transfers in:	Fund or Reference: 348	38,200	0			
7. Operating Transfers in:	Fund or Reference:	0	0	0	0	0
8. Total Available for Year		**389,400**	**405,600**	**389,900**	**512,400**	**402,800**
9. Statutory Transfers Out:	Fund or Reference:	0	0	0	0	0
10. Operating Transfers Out:	Fund or Reference:	38,200	56,600	25,200	60,000	60,000
11. Non-Expenditure Disbursements and Other Adjustments	Refunds, Clearing, P-card pymts	22,700	18,100	11,200	0	0
12. Cash Expenditures for Prior Year Encumbrances		0	0	0	0	0
13. Original Appropriation		*324,000*	*325,900*	*332,800*	*336,600*	*342,200*
14. Prior Year Reappropriations, Supplementals, Rescissions		*0*	*0*	*(500)*	*0*	*0*
15. Non-cogs, Receipts to Appropriation, etc		*0*	*0*	*0*	*0*	*0*
16. Reversions and Continuous Appropriations		*(144,000)*	*(131,700)*	*(211,200)*	*0*	*0*
17.Current Year Reappropriation		*0*	*0*	*0*	*0*	*0*
18. Reserve for Current Year Encumbrances		*0*	*0*	*0*	*0*	*0*
19. Current Year Cash Expenditures		**180,000**	**194,200**	**121,100**	**336,600**	**342,200**
19a. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)		**180,000**	**194,200**	**121,100**	**336,600**	**342,200**
20. Ending Cash Balance		**148,500**	**136,700**	**232,400**	**115,800**	**600**
21. Prior Year Encumbrances as of June 30		0	0	0	0	0
22. Current Year Encumbrances as of June 30		0	0	0	0	0
22a. Current Year Reappropriation		0	0	0	0	0
23. Borrowing Limit		200,000	200,000	200,000	200,000	200,000
24. Ending Free Fund Balance		**(51,500)**	**(63,300)**	**32,400**	**(84,200)**	**(199,400)**
24a. Investments Direct by Agency (GL 1203)		0	0	0	0	0
24b. Ending Free Fund Balance Including Direct Investments		**(51,500)**	**(63,300)**	**32,400**	**(84,200)**	**(199,400)**
26. Outstanding Loans (if this fund is part of a loan program)						

*Note:

Shaded areas in matrix are calculated. Numbers are rounded to hundreds of dollars. Font set to fit to page.

FY 2022 Agency Budget - Request

Detail Report

Agency: 900 - Public Utilities Commission

Function: 04 - Public Utilities Commission

			FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/ Benefit	Lump Sum	Total
FY 2020 Total Appropriation									
1.00									
	0229-20	Dedicated	46.00	4,269,600	2,651,600	591,200	0	0	7,512,400
	0348-00	Federal	3.00	263,100	69,200	0	0	0	332,300
	0125-00	Other	0.00	0	219,300	0	0	0	219,300
		Total	**49.00**	**4,532,700**	**2,940,100**	**591,200**	**0**	**0**	**8,064,000**
1.61	Reverted Appropriation Balances								
	0229-20	Dedicated	0.00	(692,800)	(420,600)	(425,100)	0	0	(1,538,500)
	0348-00	Federal	0.00	(168,700)	(42,600)	0	0	0	(211,300)
	0125-00	Other	0.00	0	(205,300)	0	0	0	(205,300)
		Total	**0.00**	**(861,500)**	**(668,500)**	**(425,100)**	**0**	**0**	**(1,955,100)**
FY 2020 Actual Expenditures									
	0229-20	Dedicated	46.00	3,576,800	2,231,000	166,100	0	0	5,973,900
	0348-00	Federal	3.00	94,400	26,600	0	0	0	121,000
	0125-00	Other	0.00	0	14,000	0	0	0	14,000
		Total	**49.00**	**3,671,200**	**2,271,600**	**166,100**	**0**	**0**	**6,108,900**
FY 2021 Original Appropriation									
3.00									
	0229-20	Dedicated	46.00	4,320,600	1,632,900	0	0	0	5,953,500
OT	0229-20	Dedicated	0.00	0	44,800	0	0	0	44,800
	0348-00	Federal	3.00	267,400	69,200	0	0	0	336,600
OT	0348-00	Federal	0.00	0	0	0	0	0	0
	0125-00	Other	0.00	0	219,300	0	0	0	219,300
		Total	**49.00**	**4,588,000**	**1,966,200**	**0**	**0**	**0**	**6,554,200**
FY 2021 Total Appropriation									
	0229-20	Dedicated	46.00	4,320,600	1,632,900	0	0	0	5,953,500
OT	0229-20	Dedicated	0.00	0	44,800	0	0	0	44,800
	0348-00	Federal	3.00	267,400	69,200	0	0	0	336,600
OT	0348-00	Federal	0.00	0	0	0	0	0	0
	0125-00	Other	0.00	0	219,300	0	0	0	219,300
		Total	**49.00**	**4,588,000**	**1,966,200**	**0**	**0**	**0**	**6,554,200**

Agency: 900 - Public Utilities Commission
Function: 04 - Public Utilities Commission

Page 10 of 18

		FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/ Benefit	Lump Sum	Total
FY 2021 Estimated Expenditures								
0229-20	Dedicated	46.00	4,320,600	1,632,900	0	0	0	5,953,500
OT 0229-20	Dedicated	0.00	0	44,800	0	0	0	44,800
0348-00	Federal	3.00	267,400	69,200	0	0	0	336,600
OT 0348-00	Federal	0.00	0	0	0	0	0	0
0125-00	Other	0.00	0	219,300	0	0	0	219,300
	Total	**49.00**	**4,588,000**	**1,966,200**	**0**	**0**	**0**	**6,554,200**
Base Adjustments								
8.41 Removal of One-Time Expenditures								
OT 0229-20	Dedicated	0.00	0	(44,800)	0	0	0	(44,800)
	Total	**0.00**	**0**	**(44,800)**	**0**	**0**	**0**	**(44,800)**
FY 2022 Base								
0229-20	Dedicated	46.00	4,320,600	1,632,900	0	0	0	5,953,500
OT 0229-20	Dedicated	0.00	0	0	0	0	0	0
0348-00	Federal	3.00	267,400	69,200	0	0	0	336,600
OT 0348-00	Federal	0.00	0	0	0	0	0	0
0125-00	Other	0.00	0	219,300	0	0	0	219,300
	Total	**49.00**	**4,588,000**	**1,921,400**	**0**	**0**	**0**	**6,509,400**
Program Maintenance								
10.11 Change in Health Benefit Costs								
0229-20	Dedicated	0.00	121,000	0	0	0	0	121,000
0348-00	Federal	0.00	2,300	0	0	0	0	2,300
	Total	**0.00**	**123,300**	**0**	**0**	**0**	**0**	**123,300**
10.12 Change in Variable Benefit Costs								
0229-20	Dedicated	0.00	40,200	0	0	0	0	40,200
0348-00	Federal	0.00	1,000	0	0	0	0	1,000
	Total	**0.00**	**41,200**	**0**	**0**	**0**	**0**	**41,200**
10.31 Repair, Replacement Items/Alterations								
OT 0229-20	Dedicated	0.00	0	31,000	18,000	0	0	49,000
	Total	**0.00**	**0**	**31,000**	**18,000**	**0**	**0**	**49,000**
10.61 Salary Multiplier - Regular Employees								
0229-20	Dedicated	0.00	33,800	0	0	0	0	33,800
0348-00	Federal	0.00	2,300	0	0	0	0	2,300
	Total	**0.00**	**36,100**	**0**	**0**	**0**	**0**	**36,100**

FY 2022 Agency Budget - Request

Detail Report

Agency: 900 - Public Utilities Commission

Function: 04 - Public Utilities Commission

		FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/ Benefit	Lump Sum	Total
FY 2022 Total Maintenance								
0229-20	Dedicated	46.00	4,515,600	1,632,900	0	0	0	6,148,500
OT 0229-20	Dedicated	0.00	0	31,000	18,000	0	0	49,000
0348-00	Federal	3.00	273,000	69,200	0	0	0	342,200
OT 0348-00	Federal	0.00	0	0	0	0	0	0
0125-00	Other	0.00	0	219,300	0	0	0	219,300
	Total	**49.00**	**4,788,600**	**1,952,400**	**18,000**	**0**	**0**	**6,759,000**
FY 2022 Total								
0229-20	Dedicated	46.00	4,515,600	1,632,900	0	0	0	6,148,500
OT 0229-20	Dedicated	0.00	0	31,000	18,000	0	0	49,000
0348-00	Federal	3.00	273,000	69,200	0	0	0	342,200
OT 0348-00	Federal	0.00	0	0	0	0	0	0
0125-00	Other	0.00	0	219,300	0	0	0	219,300
	Total	**49.00**	**4,788,600**	**1,952,400**	**18,000**	**0**	**0**	**6,759,000**

FORM B6: WAGE & SALARY RECONCILIATION

Agency/Department: Public Utilities Commission
Function/Division: Public Utilities Commission
Activity/Program: Utilities Regulation

Agency Number: 900
Function/Activity Number:
Budget Unit: PCAB
Fiscal Year: 2022

Original Request Date: 8/28/2020
Revision Date:
Revision #:

Fund Name: Public Utilities Commission
Fund Number: 0229-20
Budget Submission Page # 12 of 18

PCN	CLASS CODE		DESCRIPTION	Indicator Code	FTP	FY 2021 SALARY	FY 2021 HEALTH BENEFITS	FY 2021 VAR BENEFITS	FY 2021 TOTAL	FY 2022 CHG HEALTH BENEFITS	FY 2022 CHG VAR BENEFITS	TOTAL BENEFIT CHANGES
			Totals from Wage and Salary Report (WSR):									
			Permanent Positions	1	37.50	2,240,160	440,370	477,326	3,157,856	48,384	19,970	68,354
			Board & Group Positions	2		0	0	0	0			
			Elected Officials & Full Time Commissioners	3	3.00	336,825	34,950	70,265	442,040	3,840	135	3,975
			TOTAL FROM WSR		40.50	2,576,985	475,320	547,591	3,599,896	52,224	20,105	72,329
			FY 2021 ORIGINAL APPROPRIATION	4,320,600	46.00	3,092,901	570,480	657,219	4,320,600			
			Unadjusted Over or (Under) Funded:	Est Difference	5.50	515,916	95,160	109,628	720,704	Calculated overfunding is 16.7% of Original Appropriation		
			Adjustments to Wage & Salary:									
			Add Funded / Subtract Unfunded - Vacant or Authorized - Positions:									
		Retire Cd	Adjustment Description / Position Title									
1843	04523	R1	Safety Inspector, Senior	1	1.00	65,300	11,650	13,984	90,934	1,280	581	1,861
1408	04535	R1	Utilities Compliance Investigator	1	1.00	50,400	11,650	10,793	72,843	1,280	449	1,729
1039	04544	R1	Auditor, Senior	1	1.00	64,300	11,650	13,770	89,720	1,280	572	1,852
1140	03706	R1	Engineer	1	1.00	75,000	11,650	16,061	102,711	1,280	668	1,948
1009	25210	R1	Manager - Consumer Assistance	1	1.00	77,000	11,650	16,490	105,140	1,280	685	1,965
1007	01231	R1	Admin Asst. 2	1	0.50	33,100	5,825	7,088	46,013	640	295	935
1005	25212	R1	Policy Strategist	1	1.00	62,400	11,650	13,363	87,413	1,280	555	1,835
							0	0	0	0	0	0
							0	0	0	0	0	0
							0	0	0	0	0	0
					0.00	0	0	0	0	0	0	0
			Other Adjustments:									
1422	09047	R1	Program Manager	1	(0.60)	(41,800)	(6,990)	(8,951)	(57,741)	(768)	(372)	(1,140)
1843	04523	R1	Safety Inspector, Senior	1	(0.60)	(39,200)	(6,990)	(8,395)	(54,585)	(768)	(349)	(1,117)
1842	04520	R1	Safety Inspector	1	(0.60)	(33,600)	(6,990)	(7,195)	(47,785)	(768)	(299)	(1,067)
1001	55153	R1	Commissioner Increase effective July 1st	3	0.00	2,200	0	500	2,700	1,280	500	1,780
1002	55153	R1	Commissioner Increase effective July 1st	3	0.00	2,200	0	500	2,700	1,280	500	1,780
1003	55153	R1	Commissioner Increase effective July 1st	3	0.00	2,200	0	500	2,700	1,280	500	1,780
mulitple		R1	Unallocated CEC overinflating FY 21	1	0.00	68,800	0	15,800	84,600	58,880	15,800	74,680
							0	0	0	0	0	0
			Estimated Salary Needs:									
			Permanent Positions	1	42.20	2,621,860	495,125	560,133	3,677,118	113,280	38,555	151,835
			Board & Group Positions	2	0.00	0	0	0	0	0	0	0
			Elected Officials & Full Time Commissioners	3	3.00	343,425	34,950	71,765	450,140	7,680	1,635	9,315
			Estimated Salary and Benefits		45.20	2,965,285	530,075	631,898	4,127,258	120,960	40,190	161,150
			Adjusted Over or (Under) Funding:	Orig. Approp	0.80	138,900	24,800	29,600	193,300	Calculated overfunding is 4.5% of Original Appropriation		
				Est. Expend	0.80	138,900	24,800	29,600	193,300	Calculated overfunding is 4.5% of Estimated Expenditures		
				Base	0.80	138,900	24,800	29,600	193,300	Calculated overfunding is 4.5% of the Base		
				Personnel Cost Reconciliation - Relation to Zero Variance --->								

FORM B6: WAGE & SALARY RECONCILIATION

page 13 of 18

DU			Original Appropriation	FTP	FY 21 Salary	FY 21 Health Ben	FY 21 Var Ben	FY 2021 Total	FY 22 Chg Health Bens	FY 22 Chg Var Bens	Total Benefit Change
3.00		FY 2021 ORIGINAL APPROPRIATION	4,320,600	46.00	3,104,194	554,906	661,500	4,320,600			
		Rounded Appropriation		46.00	3,104,200	554,900	661,500	4,320,600			
		Appropriation Adjustments:									
4.11		Reappropriation		0.00	0	0	0	0			
4.31		Supplemental		0.00	0	0	0	0			0
5.00		FY 2021 TOTAL APPROPRIATION		46.00	3,104,200	554,900	661,500	4,320,600			
		Expenditure Adjustments:									
6.31		FTP or Fund Adjustment		0.00	0	0	0	0			0
6.51		Transfer Between Programs		0.00	0	0	0	0			0
7.00		FY 2021 ESTIMATED EXPENDITURES		46.00	3,104,200	554,900	661,500	4,320,600			
		Base Adjustments:									
8.31		Transfer Between Programs		0.00	0	0	0	0			0
8.41		Removal of One-Time Expenditures		0.00	0	0	0	0			0
8.51		Base Reduction		0.00	0	0	0	0			0
				FTP	FY 22 Salary	FY22 Health Ben	FY 22 Var Ben	FY 2022 Total			
9.00		FY 2022 BASE		46.00	3,104,200	554,900	661,500	4,320,600			
10.11		Change in Health Benefit Costs				121,000		121,000			
10.12		Change in Variable Benefits Costs					40,200	40,200			
								0			
		Subtotal CEC Base:	Indicator Code	46.00	3,104,200	675,900	701,700	4,481,800			
10.51		Annualization			0	0	0	0			
10.61		CEC for Permanent Positions	1.00%		27,600		6,200	33,800			
10.62		CEC for Group Positions	1.00%		0		0	0			
10.63		CEC for Elected Officials & Commissioners			0		0	0			
11.00		FY 2022 PROGRAM MAINTENANCE		46.00	3,131,800	675,900	707,900	4,515,600			
		Line Items:									
12.01								0			
12.02								0			
12.03								0			
13.00		FY 2022 TOTAL REQUEST		46.00	3,131,800	675,900	707,900	4,515,600			

FORM B6: WAGE & SALARY RECONCILIATION

Agency/Department:	Public Utilities Commission	Agency Number:	900
Function/Division:	Public Utilities Commission	Function/Activity Number:	
Activity/Program:	Utilities Regulation	Budget Unit:	PCAB
		Fiscal Year:	2022
Original Request Date:	8/28/2020	Fund Name:	Federal Grant
Revision Date:	Revision #:	Fund Number:	0348-00
		Budget Submission Page #	14 of 18

PCN	CLASS CODE		DESCRIPTION	Indicator Code	FTP	FY 2021 SALARY	FY 2021 HEALTH BENEFITS	FY 2021 VAR BENEFITS	FY 2021 TOTAL	FY 2022 CHG HEALTH BENEFITS	FY 2022 CHG VAR BENEFITS	TOTAL BENEFIT CHANGES
			Totals from Wage and Salary Report (WSR):									
			Permanent Positions	1	0.00	0	0	0	0	0	0	0
			Board & Group Positions	2		0	0	0	0			
			Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0	0	0	0
			TOTAL FROM WSR		0.00	0	0	0	0	0	0	0
			FY 2021 ORIGINAL APPROPRIATION	267,400	3.00	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!			
			Unadjusted Over or (Under) Funded:	Est Difference	3.00	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!		
			Adjustments to Wage & Salary: Add Funded / Subtract Unfunded - Vacant or Authorized - Positions:									
		Retire Cd	**Adjustment Description / Position Title**									
1422	09047	R1	Program Manager	1	0.60	41,800	6,990	8,951	57,741	768	372	1,140
1842	04520	R1	Safety Inspector	1	0.60	33,600	6,990	7,195	47,785	768	299	1,067
1843	04523	R1	Safety Inspector	1	0.60	39,200	6,990	8,395	54,585	768	349	1,117
							0	0	0	0	0	0
					0.00	0	0	0	0	0	0	0
					0.00	0	0	0	0	0	0	0
					0.00	0	0	0	0	0	0	0
					0.00	0	0	0	0	0	0	0
					0.00	0	0	0	0	0	0	0
					0.00	0	0	0	0	0	0	0
					0.00	0	0	0	0	0	0	0
			Other Adjustments:									
					0.00	0	0	0	0	0	0	0
					0.00	0	0	0	0	0	0	0
					0.00	0	0	0	0	0	0	0
					0.00	0	0	0	0	0	0	0
			Estimated Salary Needs:									
			Permanent Positions	1	1.80	114,600	20,970	24,542	160,112	2,304	1,020	3,324
			Board & Group Positions	2	0.00	0	0	0	0	0	0	0
			Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0	0	0	0
			Estimated Salary and Benefits		1.80	114,600	20,970	24,542	160,112	2,304	1,020	3,324
			Adjusted Over or (Under) Funding:	Orig. Approp	1.20	76,800	14,100	16,400	107,300	Calculated overfunding is 40.1% of Original Appropriation		
				Est. Expend	1.20	76,800	14,000	16,500	107,300	Calculated overfunding is 40.1% of Estimated Expenditures		
				Base	1.20	76,800	14,000	16,500	107,300	Calculated overfunding is 40.1% of the Base		

Personnel Cost Reconciliation - Relation to Zero Variance --->

DU			Original Appropriation	FTP	FY 21 Salary	FY 21 Health Ben	FY 21 Var Ben	FY 2021 Total	FY 22 Chg Health Bens	FY 22 Chg Var Bens	Total Benefit Change
3.00		FY 2021 ORIGINAL APPROPRIATION	267,400	3.00	191,392	35,022	40,987	267,400			
		Rounded Appropriation		3.00	191,400	35,000	41,000	267,400			

		Appropriation Adjustments:								
4.11		Reappropriation		0.00	0	0	0	0		
4.31		Supplemental		0.00	0	0	0	0		0
5.00		FY 2021 TOTAL APPROPRIATION		3.00	191,400	35,000	41,000	267,400		
		Expenditure Adjustments:								
6.31		FTP or Fund Adjustment		0.00	0	0	0	0		0
6.51		Transfer Between Programs		0.00	0	0	0	0		0
7.00		FY 2021 ESTIMATED EXPENDITURES		3.00	191,400	35,000	41,000	267,400		
		Base Adjustments:								
8.31		Transfer Between Programs		0.00	0	0	0	0		0
8.41		Removal of One-Time Expenditures		0.00	0	0	0	0		0
8.51		Base Reduction		0.00	0	0	0	0		0
				FTP	FY 22 Salary	FY22 Health Ben	FY 22 Var Ben	FY 2022 Total		
9.00		FY 2022 BASE		3.00	191,400	35,000	41,000	267,400		
10.11		Change in Health Benefit Costs				2,300		2,300		
10.12		Change in Variable Benefits Costs					1,000	1,000		
								0		
		Subtotal CEC Base:	Indicator Code	3.00	191,400	37,300	42,000	270,700		
10.51		Annualization			0	0	0	0		
10.61		CEC for Permanent Positions	1.00%		1,900		400	2,300		
10.62		CEC for Group Positions	1.00%		0		0	0		
10.63		CEC for Elected Officials & Commissioners			0		0	0		
11.00		FY 2022 PROGRAM MAINTENANCE		3.00	193,300	37,300	42,400	273,000		
		Line Items:								
12.01								0		
12.02								0		
12.03								0		
13.00		FY 2022 TOTAL REQUEST		3.00	193,300	37,300	42,400	273,000		

FORM B7: ONE-TIME OPERATING EXPENDITURES & ONE-TIME CAPITAL OUTLAY SUMMARY

Agency/Department: Idaho Public Utilities Com
Program (If applicable)

Request for Fiscal Year: 2022
Agency Number: 900
Function/Activity Number:

Original Request Date: 8/28/20

Revision Request Date:

Priority Order	Program	DU	Fund	Sub-object Code	Item/Description	Mileage	Date Acquired	Quantity in Stock	Request Quantity Desired	Request Unit Cost	Request Total Cost
	04	10.31	0229	6410	Laptops			31	10	1,800	18,000
	04	10.31	0229	6410	Network Switches (Per ITS Direction)				4	2,000	8,000
	04	10.31	0229	5570	Microsoft 365 Maintenance				1	18,000	18,000
	04	10.31	0229	5570	Miscellaneous Software Maintenance				1	5,000	5,000
											0
									Subtotal of listed items		$49,000
Grand Total by Program											$49,000
	01										0
	02										0
	03										0
	04										49,000
Grand Total by Decision Unit											$49,000
		10.31									49,000
											0
											0
Grand Total by Fund Source											$49,000
			0229								49,000
											0
											0
Grand Total by Category								31	16		$49,000
				6410				31	14		26,000
				5570				0	2		23,000
								0	0		0

1. How does this request conform with the agency's individual IT plan? Has your IT plan been approved by the Office of Information Technology Services (ITS)? Does the request align with the state's IT plan and all other state standards? Attach any supporting documents about this request that you got from ITS or the Idaho Technology Authority. This request refelcts ITS' direction for replacement cycle and movement to 100% mobility by moving to laptop computers with docking stations for all Commission staff. In addition to the laptops, the Commission is requesting network switches and software maintenance as directed by ITS.

2. If vehicle replacement is being requested, and the vehicle is a pooled car, report how many days per month the vehicle is used on average, how many miles it averages per business day, and submit a cost/benefit analysis of purchasing a replacement vehicle vs using a rental vehicle for the days needed. A pooled or fleet vehicle is defined as a vehicle that "provides a temporary means of transportation and may be assigned to more than one employee on a daily, weekly, or monthly basis." The cost/benefit analysis should include the proposed purchase cost and the anticipated annual cost for fuel, maintenance, insurance, and the anticipated resale value over the period of ownership of the vehicle requested to be replaced. This should be compared to the cost to rent a similar vehicle for the same period of time (days used each year) or usage (miles driven per year). Questions about this analysis should be directed to Jill Randolph at Legislative Services Office and Tony Eldeen at the Division of Financial Management. Not Applicable

FIVE-YEAR FACILITY NEEDS PLAN, pursuant to IC 67-5708B

AGENCY INFORMATION

AGENCY NAME:	Idaho Public Utilities Commission	Division/Bureau:	
Prepared By:	Nancy Ashcraft	E-mail Address:	nancy.ashcraft@puc.idaho.gov
Telephone Number:	208-334-0325	Fax Number:	
DFM Analyst:	Matt Reiber	LSO/BPA Analyst:	Rob Sepich
Date Prepared:		For Fiscal Year:	2022

FACILITY INFORMATION (please list each facility separately by city and street address)

Facility Name:	Chinden Campus, Bldg 8, Ste 201-A				
City:	Boise		County:	Ada	
Street Address:	11331 W. Chinden, Boise ID				
Facility Ownership (could be private or state-owned)	Private Lease:	☐	State Owned:	☑	Lease Expires:

FUNCTION/USE OF FACILITY

Office Space for the Idaho Public Utilities Commission functions (staff office areas, meeting rooms, hearing room for decision meetings, etc.).

COMMENTS

State owned facility, no additional operational costs tied to facilty (janitorial, insurance, property tax, cleaning supplies, utilities, etc.).

WORK AREAS

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Total Number of Work Areas:	65	65	65	TBD	TBD	TBD
Full-Time Equivalent Positions:	49 plus 5 DAGs	49 plus 5 DAGs	49 plus 5 DAGs	49 plus 5 DAGs	49 plus 5 DAGs	49 plus 5 DAGs
Temp. Employees, Contractors, Auditors, etc.:						

SQUARE FEET

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Square Feet:	26607	22435	22435	22435	22435	22435

FACILITY COST

(Do NOT use your old rate per sq ft; it may not be a realistic figure)

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Total Facility Cost/Yr:	$447,073.97	$302,872.50	$311,958.68	$321,317.44	$330,956.96	$340,885.69

SURPLUS PROPERTY

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
	☐	☐	☐	☐	☐	☐

IMPORTANT NOTES:

1. Upon completion, please send to Leasing Assistant at the Division of Public Works via email to Melissa.Broome@adm.idaho.gov. Please e-mail or call 208-332-1933 with any questions.
2. If you have five or more locations, please summarize the information on the Facility Information Summary Sheet and include this summary sheet with your submittal.
3. Attach a hardcopy of this submittal, as well as the Facility Information Summary Sheet, if applicable, with your budget request. DPW LEASING DOES NOT NEED A COPY OF YOUR BUDGET REQUEST, JUST THIS FORM.

AGENCY NOTES:

Federal Funds Inventory Form
As Required by Idaho Code 67-1917

Reporting Agency/Department: Idaho Public Utilities Commission
Contact Person/Title: Nancy Ashcraft
1

STARS Agency Code: 900
Contact Phone Number: 208 334 0325

Fiscal Year: 2022
Contact Email:

CFDA#/Cooperative Agreement # /Identifing #	Grant Type	Federal Granting Agency	Grant title	Description	Date of Expiration -if Known	Total Grant Amount	Pass Through Federal Money From Other State Agency	FY 2020 Available Funds	FY 2020 Actual Expenditures	FY 2021 Estimated Available Funds	FY 2022 Estimated Available Funds	State Approp [Y] Yearly or [C] Continuous	MOE or MOU (67-1917(1)(d) requirements? [Y] Yes or [N] No If Yes answer question 2.	Known Reductions; Plan for 10% or More Reduction	Will this Grant be reduced by 50% or more from the previous years funding? [Y] Yes or [N] No If yes then answer question 3
CFDA 20.700	Annual Formula Award shared by all states and territories (Awarded by calendar year - not fiscal year	DOT	PHMSA - Pipeline and Hazardous Materials Safety Administration	Pipeline Safety Grant Program	None		None	Half of CY 2019 and CY 2020 grant expenses are included in the FY 2020 amounts. CY 2020 grant is still in place until Dec. 31, 2020 (FY 2021). CY 2019 funds available 7/1 - 12/31/2019= $120,906.00 CY 2020 available funds $	CY 2019 total = $150,221.00. CY 2020 mid-year (Jan 1 - June 30, 2018) = $130,841.00	Varies each calendar year - up to 80% of the total funds expended reimbursed less any points deducted for certain federal criteria. Total award amount unkown until grant period ends and all states submit program	Varies each calendar year - up to 80% of the total funds expended reimbursed less any points deducted for certain federal criteria. Total award amount unkown until grant period ends and all states submit	Y	N	None - Federal funds reduction would put a larger percentage of program onto indutry assessment funds (State Dedicated)	N
CFDA 20.721		DOT	PHMSA - Pipeline Safety Program One Call Grant	Funding to State agencies in promoting damage prevention, including changes with their State				52,200	29,234	60,000		Y	N		
Total								$52,200.00	$29,234.00	$60,000.00	$0.00				

Total FY 2020 All Funds Appropriation (DU 1.00)	$332,300
Federal Funds as Percentage of Funds	15.71%

*** Report must be submitted to the Division of Financial Management and Legislative Services Office as part of your budget request.

2. Identify below for each grant any obligatons, agreements, joint exercise of powers agreements, maintenance of efforts agreements, memoranda of understanding that may be impacted by federal or state decisions regarding federal receipts, include any state matching requirements.

CFDA#/Cooperative Agreement # /Identifing #	Agreement Type	Explanation of agreement including dollar amounts.

3. Provide a plan for each grant if notice of a reduction in federal funding of 50% of more from the previous year's funding to either reduce or eliminate the services provided through the grant or to continue the services without a shift to state resources.

CFDA#/Cooperative Agreement # /Identifing #	Plan for reduction or elimination of services.

Part I – Agency Profile

Agency Overview

Under state law, the Idaho Public Utilities Commission supervises and regulates Idaho's investor-owned utilities - electric, gas, telecommunications and water - assuring adequate service and affixing just, reasonable and sufficient rates.

The commission does not regulate publicly owned, municipal or cooperative utilities.

In setting rates, the commission must consider the needs of both the utility and its customers. Customers must be ensured of paying a reasonable rate and utilities must be allowed the opportunity to recover their legitimate costs of serving of their customers and earning a fair rate of return. IPUC decisions can be appealed to the Idaho Supreme Court.

The governor appoints the three commissioners with confirmation by the Idaho Senate. No more than two commissioners may be of the same political party. The commissioners serve staggered six-year terms. Currently serving are Paul Kjellander, Kristine Raper, and Eric Anderson. Vacancies that occur when the Idaho Senate is not in session are filled by gubernatorial appointment subject to confirmation by the Senate upon reconvening in regular session.

The governor may remove a commissioner before his/her term has expired for dereliction of duty, corruption or incompetence.

The three-member commission was established by the 12th Session of the Idaho Legislature and was organized May 8, 1913 as the Public Utilities Commission of the State of Idaho. In 1951 it was reorganized as the Idaho Public Utilities Commission. Statutory authorities for the commission are established in Idaho Code titles 61 and 62.

The IPUC has quasi-legislative and quasi-judicial duties as well as executive powers and duties. The Commission is authorized 49 FTE and has its main office in Boise, Idaho.

In its quasi-legislative capacity, the commission sets rates and makes rules governing utility operations. In its quasi-judicial mode, the commission hears and decides complaints, issues written orders that are similar to court orders and may have its decisions appealed to the Idaho Supreme Court. In its executive capacity, the commission enforces state laws affecting regulated utilities and rail industries.

Fees assessed on the utilities and railroads it regulates fund commission operations. Annual assessments are set by the Commission each year in April within limits set by law.

At this time, Paul Kjellander is the Commission President. Commissioners meet on the first Monday in April in odd-numbered years to elect one of their own to a two-year term as president. The president signs contracts on the commission's behalf, is the final authority in personnel matters and handles other administrative tasks.

Chairmanship of individual cases is rotated among all three commissioners. The Commission conducts its business in two types of meetings: hearings and decision meetings.

Formal hearings on utility and railroad issues are held on a case-by-case basis, often in the service area of the utility under consideration to allow maximum public participation. These hearings resemble judicial proceedings and are transcribed by a court reporter. Formal parties to the case under consideration present testimony and evidence subject to cross-examination by attorneys and staff from the other parties and the Commissioners.

Members of the general public may testify before the commission at a hearing without prior notice or formal intervention. However, those seeking the full rights of parties - such as the right to cross-examine other witnesses, make objections, or to make and argue motions - must file a petition for "intervener" status. Partnerships, corporations and other entities must be represented by a licensed attorney.

To provide for more public input in a less formal setting, commission staff members have begun traveling to areas impacted by potential commission decisions to conduct workshops. Unlike a formal hearing where members of the public testify but cannot ask questions of commissioners, a workshop allows citizens to ask questions and offer suggestions to commission staff.

The Commission also conducts regular decision meetings to consider issues on an agenda prepared by the commission secretary and posted in advance of the meeting. These meetings are usually held Tuesdays at 1:30 p.m., although by law the commission is required to meet only once a month. Members of the public are welcome to attend decision meetings.

Typically, decision meetings consist of the Commission's review of decision memoranda prepared by commission staff. Minutes of the meetings are taken and decisions reached at these meetings are preliminary, becoming final only when issued in a written order signed by a majority of the Commission.

Core Functions/Idaho Code

Statutory authorities for the Commission are established in Idaho Code titles 61 and 62. To help ensure its decisions are fair and workable, the commission employs a staff of about 55 people - engineers, rate analysts, attorneys, accountants, investigators, economists, secretaries and other support personnel. The commission staff is organized in three divisions - Administration, Legal and Utilities.

The staff analyzes each petition, complaint, rate increase request or application for an operating certificate received by the Commission. In formal proceedings before the Commission, the staff acts as a separate party to the case, presenting its own testimony, evidence and expert witnesses. The Commission considers staff recommendations along with those of other participants in each case - including utilities, public, agricultural, industrial, business and consumer groups.

Utilities Division

The Utilities Division, responsible for technical and policy analysis of utility matters before the Commission, is divided into four sections.

The *Audit Section,* audits utility books and records to verify reported revenue, expenses and compliance with commission orders. Staff auditors present the results of their findings in audit reports as well as in formal testimony and exhibits. When a utility requests a rate increase, cost-of-capital studies are performed to determine a recommended rate of return. Revenues, expenses and investments are analyzed to determine the amount needed for the utility to earn the recommended return on its investment.

The *Engineering Section*, reviews the physical operations of utilities. Staff engineers determine the cost of serving various types of customers, design utility rates and allocate costs between Idaho and the other states served by Idaho utilities. They determine the cost effectiveness of conservation and co-generation programs, evaluate the adequacy of utility services and frequently help resolve customer complaints. The group develops computer models of utility operations and reviews utility forecasts of energy usage and the need for new facilities.

The *Technical Analysis Section,* which consists of four Utility Analysts, and one Technical Analysis Manager determines the cost effectiveness of all Demand Side Management (DSM) programs including energy efficiency and demand response. They identify potential for new DSM programs and track the impact on utility revenues. They review utility forecasts of energy, water and natural gas usage with focus on residential self-generation and rate design.

The *Telecommunications Section*, which consists of one utility analyst reviews and recommends Commission action on telecommunications issues and new telecommunication services filed with the Commission. Telecommunications analysts propose ways to allocate revenue among the various types of telecommunication services and recommend rates to recover that revenue.

The *Consumer Assistance Section* includes four compliance investigators and the supervisor of Consumer Assistance who resolve conflicts between utilities and their customers. Customers faced with service disconnections

often seek help in negotiating payment arrangements. Consumer Assistance may mediate disputes over billing, deposits, line extensions and other service problems.

Consumer Assistance monitors Idaho utilities to verify they are complying with Commission orders and regulations. Investigators participate in general rate and policy cases when rate design and customer service issues are brought before the Commission.

Most consumers contact the Commission by telephone or by e-mail, via the Commission's Website. Staff members may negotiate payment arrangements with utilities on behalf of consumers and, when appropriate, refer clients to social service agencies, financial aid programs or budget counseling services.

As traditionally regulated services become deregulated, the Consumer Assistance Section's role of educating consumers and mitigating complaints with non-regulated utilities has increased. The increase in companies providing services equates to an increase in consumer inquiries and complaints. Also on the increase are disputes between companies providing services, especially among telecommunications providers.

The Consumer Assistance Section is also responsible for conducting quality of service and compliance investigations.

Administration

The Administrative Division is responsible for coordinating overall IPUC activities. The division includes the three commissioners, three Policy Strategists, a Commission Secretary, an Executive Director, a Public Information Officer, and support personnel.

The three *Policy Strategists* are executive level positions reporting directly to the Commissioners with policy and technical consultation and research support regarding major regulatory issues in the areas of electricity, telecommunications, water and natural gas. Strategists are also charged with developing comprehensive policy strategy, providing assistance and advice on major litigation before the commission and acting as liaison between the Commission and its staff, utility representatives, public officials and public agencies and organizations.

The *Commission Secretary*, a post established by Idaho law, keeps a precise public record of all Commission proceedings. The Secretary issues notices, orders and other documents to the proper parties and is the official custodian of documents issued by and filed with the commission. Most of these documents are public records.

The *Executive Director* has primary responsibility for the commission's fiscal and administrative operations, preparing the commission budget and supervising fiscal, administration, public information, personnel, information systems, rail section operations and pipeline safety. The Executive Director also serves as a liaison between the Commission and other state agencies and the Legislature.

The *Public Information Officer* is responsible for informing the public and the media of commission decisions, meetings and activities; responding to requests for information; coordinating public hearings; preparing materials that allow for effective public participation in IPUC proceedings; and preparing the annual report. In addition the Executive Assistant is responsible for other special projects assigned by the commissioners.

Rail Section

The Commission's Safety Inspectors-Regulated Utilities inspect railroads grade crossings when the Commission receives reports of maintenance deficiencies. The Rail Section is part of the multi-agency safety team that investigates all railroad-crossing accidents and makes recommendations for safety improvements to crossings.

As part of its regulatory authority, the Commission evaluates the discontinuance and abandonment of railroad service in Idaho by conducting an independent evaluation of each case to determine whether the abandonment of a particular railroad line would adversely affect Idaho shippers and whether the line has any profit potential. Should the Commission determine abandonment would be harmful to Idaho interests; it then represents the state before the federal Surface Transportation Board, which has authority to grant or deny line abandonment. The Commission also conducts hearings and issues orders concerning the elimination or alteration of grade crossings.

Pipeline Safety Program

The pipeline safety section oversees the safe operation of the intrastate natural gas pipelines and facilities in Idaho.

The Commission's Safety Inspectors-Regulated Utilities verify compliance of state and federal regulations by on-site inspections of intrastate gas distribution systems operating in the state. Part of the inspection process includes a review of record-keeping practices and compliance with design, construction, operation, maintenance and drug/alcohol abuse regulations. All reportable accidents are investigated and appropriate reports filed with the U.S. Department of Transportation.

Legal Division

Five Deputy Attorneys General are assigned to the Commission from the Office of the Attorney General and have permanent offices at IPUC headquarters. The IPUC attorneys represent the staff in all matters before the Commission, working closely with staff accountants, engineers, investigators and economists as they develop their recommendations for rate case and policy proceedings.

In the hearing room, IPUC attorneys coordinate the presentation of the staff's case and cross-examine other parties who submit testimony. The attorneys also represent the Commission itself in state and federal courts and before other state or federal regulatory agencies.

Revenue and Expenditures

Revenue	FY 2017	FY 2018	FY 2019	FY 2020
Public Utilities Comm.	$4,888,700	$6,004,300	$5,770,200	$6,031,700
Indirect Fund	$273,000	$74,700	$38,900	$38,200
Federal Grant	$186,100	$180,100	$212,400	$242,000
Total	**$5,347,800**	**$6,259,100**	**$6,021,500**	**$6,311,300**
Expenditures	**FY 2017**	**FY 2018**	**FY 2019**	**FY 2020**
Personnel Costs	$4,170,000	$4,092,900	$4,132,700	$3,671,200
Operating Expenditures	$1,264,600	$2,105,700	$2,755,900	$2,271,600
Capital Outlay	$97,700	$60,500	$55,600	$166,100
Trustee/Benefit Payments	$0	$0	$0.00	0.000
Total	**$5,532,300**	**$6,259,100**	**$7,026,100**	**$6,108,900**

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2017	FY 2018	FY 2019	FY 2020
1. Number of cases older than one year closed in this fiscal year.	24	27	9	40
2. Number of comprehensive audits completed annually.	17	28	22	27
3. Number of utility annual reports reviewed annually.	21	31	21	22
4. Number of formal complaints received by the commission.	0	2	2	3
5. Number of informal complaints received by the commission.	890	887	625	772
6. Number of Inquiries received by the commission.	670	437	212	396
7. Average number of days needed to respond to inquiries and resolve complaints.	5	6	6	7
8. Number pipeline inspection units audited per year.	14	24	50	110
9. Number of pipeline inspection days completed.	262	412	325	326.5
10. Number of rail hazardous material inspections.	116	182	216	332
11. Number of rail abandonment investigations.	0	1	0	1

Red Tape Reduction Act

Each agency shall incorporate into its strategic plan a summary of how it will implement the Red Tape Reduction Act, including any associated goals, objectives, tasks, or performance targets. This information may be included as an addendum.

	As of July 1, 2019	As of July 1, 2020
Number of Chapters	15	13
Number of Words	87,474	77,509
Number of Restrictions	1,198	892

Senior Commission Staff will do a more in-depth review of the proposed rules that were posted in the June Special Bulletin. The PUC Staff will host workshops with interested parties and identify chapters or subsections of chapter.

Part II – Performance Measures

Performance Measure		FY 2017	FY 2018	FY 2019	FY 2020
1. **Percent** of all cases open for more than one year that were closed in this fiscal year.	actual	24	27	25	23
	target	*20*	*20*	*20*	*20*
2. Number of comprehensive audits completed this fiscal year.	actual	17	28	22	27
	target	*7*	*7*	*7*	*7*
3. Number of annual reports reviewed this fiscal year.	actual	21	31	21	22
	target	*20*	*20*	*20*	*20*
4. Average number of days needed to respond to inquiries and resolve informal complaints.	actual	5	6	6	7
	target	*10*	*10*	*5*	*5*
5. Number of pipeline inspection units audited.	actual	14	14	22	22
	target	*12*	*12*	*15*	*15*
6. Number of pipeline inspection days this fiscal year.	actual	262	416	295	295
	target	*100*	*100*	*325*	*325*
7. HAZMAT inspections conducted this fiscal year.	actual	116	182	216	332
	target	*125*	*125*	*100*	*100*
8. **Percent** of proposed rail abandonments investigated.	actual	100	100	100	100
	target	*100*	*100*	*100*	*100*

For More Information Contact

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Director Attestation for Performance Report

In accordance with *Idaho Code* 67-1904, I certify the data provided in the Performance Report has been internally assessed for accuracy, and, to the best of my knowledge, is deemed to be accurate.

Department: Idaho Public Utilities Commission

Director's Signature: _____ Date: 8/28/2020

Please return to:

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Boise, Idaho 83720-0032

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