

Schedule 9A: Cash Funds Reports
Department of Personnel and Administration

FY 2013-14 Budget Request
Fund 24Y - State Archives and Public Records
24-80-102, C.R.S. (2012)

	Actual FY 2010-11	Actual FY 2011-12	Appropriated FY 2012-13	Requested FY 2013-14
Year Beginning Fund Balance (A)	\$0.79	\$0.85	\$83,204.43	\$144,682.35
Changes in Cash Assets	-\$148.44	\$58,237.83	\$86,592.17	\$0.00
Changes in Non-Cash Assets	\$173.50	\$0.00	\$0.00	\$0.00
Changes in Long-Term Assets	\$0.00	\$24,940.75	-\$25,114.25	\$0.00
Changes in Total Liabilities	-\$25.00	\$25.00	\$0.00	\$0.00
TOTAL CHANGES TO FUND BALANCE	\$0.06	\$83,203.58	\$61,477.92	\$0.00
Assets Total	\$25.85	\$83,204.43	\$144,682.35	\$144,682.35
Cash (B)	-\$147.65	\$58,090.18	\$144,682.35	\$144,682.35
Other Assets (Detail as necessary)	\$0.00	\$0.00	\$0.00	\$0.00
Receivables	\$173.50	\$25,114.25	\$0.00	\$0.00
Liabilities Total	\$25.00	\$0.00	\$0.00	\$0.00
Cash Liabilities (C)	\$25.00	\$0.00	\$0.00	\$0.00
Long Term Liabilities	\$0.00	\$0.00	\$0.00	\$0.00
Ending Fund Balance (D)	\$0.85	\$83,204.43	\$144,682.35	\$144,682.35
Logical Test	TRUE	TRUE	TRUE	TRUE
Net Cash Assets - (B-C)	-\$172.65	\$58,090.18	\$144,682.35	\$144,682.35
Change from Prior Year Fund Balance (D-A)	\$0.06	\$83,203.58	\$61,477.92	\$0.00
Cash Flow Summary				
Revenue Total	\$161,155.77	\$203,878.06	\$182,516.92	\$182,516.92
Fees	\$161,155.77	\$203,878.06	\$182,516.92	\$182,516.92
Interest	\$0.00	\$0.00	\$0.00	\$0.00
Expenses Total	\$161,155.71	\$120,674.48	\$121,039.00	\$182,516.92
Cash Expenditures	\$161,155.71	\$120,674.48	\$121,039.00	\$182,516.92
Change Requests (If Applicable)	\$0.00	\$0.00	\$0.00	\$0.00
Net Cash Flow	\$0.06	\$83,203.58	\$61,477.92	\$0.00

Cash Fund Reserve Balance	Actual	Actual	Estimated	Requested
	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14
Uncommitted Fee Reserve Balance (total reserve balance minus exempt assets and previously appropriated funds; calculated based on % of revenue from fees)	\$1	\$83,204	\$144,682	\$144,682
Target/Alternative Fee Reserve Balance (amount set in statute or 16.5% of total expenses)	\$26,591	\$19,911	\$19,971	\$30,115
Excess Uncommitted Fee Reserve Balance	(\$26,590)	\$63,293	\$124,711	\$114,567
Compliance Plan (narrative)	The Department has increased its appropriation of Cash Funds in the FY 2013-14 request to mitigate the impact of the projected Cash Fund revenue. In addition, the Department will be reassessing its cash fees to address any future fund balance issues.			

Cash Fund Narrative Information	
Purpose/Background of Fund	Colorado State Archives is charged with ensuring the preservation of the State's permanent legal records and information, as well as assisting Colorado citizens with the use of these records. The Colorado General Assembly has directed that fees be charged for information and genealogy search requests per 24-80-102 (10), C.R.S. (2010). During the 2010 session, the Legislature passed HB 10-1181. The bill allowed the Archives program to establish a charge for state agencies that used the programs services, reversing the previous statute that precluded this fee.
Fee Sources	Fees are charged based on information and genealogy search requests. Fees are for research and copies by Archives staff whether the information is found or not.
Non-Fee Sources	None.
Long Bill Groups Supported by Fund	Colorado State Archives, personal services and operating