



MEMO

**To : FISCAL COMMITTEE
ANTHONY BATARSE, JR., CHAIR
VICTORIA RUSNAK, MEMBER**

Date: November 12, 2014

**From : WILLIAM G. BRENNAN
DAWN KINDEL
SUZANNE LUKE**

**Subject: BOARD FINANCIAL CONDITION REPORT FOR THE PREVIOUS
FISCAL YEAR**

The following is a financial summary of the Board's expenditures and revenues through the 4th quarter of Fiscal Year 2013-2014.

<i>Expenditures</i>		<i>Revenue</i>	
Budget Appropriation	\$1,626,336	Beginning Reserve Balance	\$568,000
Expenditures	\$1,314,723	Revenues	\$1,628,087
Unexpended Appropriation	\$311,613	Total	\$2,196,087
		Current reserve balance*	\$881,364

The Board expended **81%** of its appropriated budget through the end of fiscal year 2013-2014.

Attached for your review is a detailed summary of the Board's fund condition as well as an itemized Revenue and Expense statement.

This memorandum is being provided for informational purposes only, and no Board action is required. If you have any questions prior to the Board Meeting, please contact me at (916) 324-6197 or Dawn Kindel at (916) 323-7201.

Attachments as stated

cc: Glenn Stevens, President

* additional expenditures will be deducted after release of Governor's Report (Pro Rata and DMV Administrative charges)

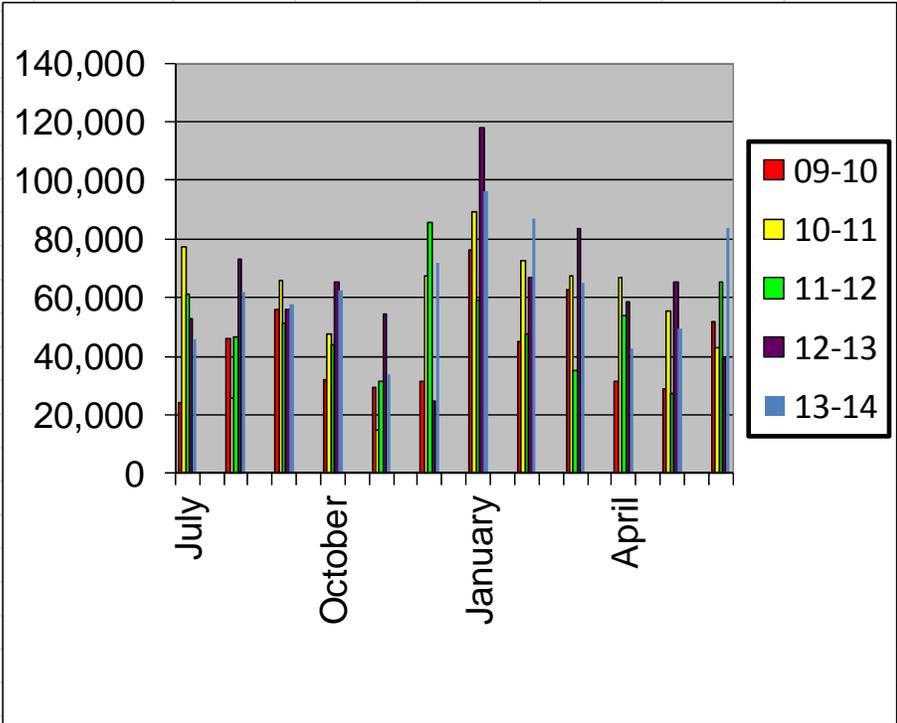
New Motor Vehicle Board Fund Condition Statement - Fiscal Year 2013-2014

Revenue and Expenditures July, 2013, through June 30, 2014 - (100% of fiscal year)

		2011-2012		2012-2013		2013-2014	
BEGINNING RESERVES		1,269,777		796,423		568,000	
Prior Year Adjustment		0 ¹		-316,620 ⁵		0	
Adjusted Beginning Balance		1,269,777		479,803		568,000	
REVENUES							
NMVB Fees and Misc. Revenue							
0100 Dealer License Fee		609,598		758,209		757,229	
0200 NMVB Filing Fee		10,200		9,400		8,000	
0300 NMVB Annual Fee		436,180		641,986		859,843	
0800 Miscellaneous Services		2,617		7,014		618	
1000 Arbitration Program		4,293		4,857		2,397	
Total Revenues		1,062,888		1,421,466		1,628,087	
Adjusted Beginning Balance		1,269,777		479,803		568,000	
Totals, Resources		2,332,665		1,901,269		2,196,087	
EXPENDITURES							
Payroll Expense (included benefits)							
Budgeted		1,239,791		1,131,717		1,176,631	
Expended		1,199,202 ²	97%	1,013,530	90%	1,016,752	86%
Operating Expense and Equipment							
Budgeted		480,627		401,164		449,705	
Expended		321,683 ²	67%	246,971	62%	297,971	66%
Encumbrance Balance		15,348 ³		72,768 ³	rolled over OE&E	0 ³	
Total - Payroll and Operating Expense		1,536,233	89%	1,333,269	87%	1,314,723	81%
Additional Expenditures (*deducted end of fiscal year after the Governor's Report is released)							
Pro Rata charges⁶ (*final adjustments pending Governor's report/reflected on prior year adjustment total)							
Budgeted						186,517	
Expended						186,517 ⁶	100%
DMV Administrative charges⁴ (*charge will be reflected on prior year adjustment total)							
Budgeted		78,000		78,000		78,000	
Expended		78,000 ⁴	100%	78,000	100%	78,000 ⁴	100%
Total Budgeted		1,720,418		1,532,881		1,626,336	
Total Expended		1,536,233	89%	1,333,269	87%	1,314,723	81%
RESERVES		796,423		568,000		881,364	*total prior to adjustments
*Estimated Year End Adjustment totals - Pro Rata (-186,517) - DMV Admin. Charges (-78,000)						264,517	
*Estimated RESERVES (final - pending Governor's report)						616,847	
¹ Prior period appropriation adjustments were made to bring Motor Vehicle Account fund balances in line with the State Controller's Office. ² Totals were taken from DMV's final adjusted fiscal year end reports. ³ Funds encumbered but not yet expended are treated as expenditures. Encumbrance balances are held in abeyance for two years after fiscal year's end, and any balance remaining after two years is released and returned to the Board's fund. ⁴ Administrative charges are included in the total budget authorized by the department for support in areas such as personnel, budget, and business services; however, this amount is not treated as an allocation and is not captured in the attached detail; the Administrative charges will be deducted at the end of the fiscal year (-78,000). ⁵ Per Governor's Budget, FY 13/14 beginning balance should equal \$568,000 - prior year adjustment (-316,620) ⁶ Pro Rata charges - will be deducted at the end of the fiscal year (-186,517)							

	09-10	10-11	11-12	12-13	13-14					
July	24,410.00	77,425.00	61,348.00	53,013.00	45,607.00					
August	46,120.00	25,727.00	46,748.00	73,243.00	61,800.00					
September	55,892.00	65,997.00	51,201.00	56,175.00	57,715.00					
October	32,016.00	47,635.00	44,136.20	65,145.00	62,325.00					
November	29,561.00	14,951.00	31,360.00	54,507.00	33,900.00					
December	31,576.00	67,125.00	85,745.00	24,508.00	71,746.00					
January	76,368.00	89,255.00	59,179.00	118,120.00	96,300.00					
February	44,830.00	72,766.00	47,813.00	67,025.00	86,792.00					
March	62,482.00	67,566.00	35,325.00	83,469.00	65,100.00					
April	31,570.00	66,708.00	54,074.00	58,635.00	42,648.00					
May	29,077.00	55,457.00	27,493.00	65,369.00	49,296.00					
June	51,575.00	42,888.00	65,167.00	39,000.00	84,000.00					
Ytd	515,477.00	693,500.00	609,589.20	758,209.00	757,229.00					

**DEALER FEES
FIVE YEAR COMPARISON**



NEW MOTOR VEHICLE BOARD
 EXPENDITURE REPORT FOR THE FOURTH QUARTER OF FISCAL YEAR 2013-2014
 (100% of fiscal year)

ACCOUNT CODE	DESCRIPTION	BUDGETED EXPENDITURE		BALANCE	
		AMOUNT	YEAR TO DATE	REMAINING	%
1000	PAYROLL EXPENSE				
0030	Salaries - full time staff	767,811	666,412.00	101,399	
0330	Salaries - part time staff	30,996	74,219.00	-43,223	
0630	Overtime	0	0.00	0	
0990	Salary Savings (minus)	0	0.00	0	
0020	TOTAL - salary expense	798,807	740,631.00	58,176	
1010	TOTAL - staff benefits	377,824	276,121.00	101,703	
CATEGORY TOTAL					
1000	PAYROLL EXPENSE	1,176,631	1,016,752.00	159,879	14%

ACCOUNT CODE	DESCRIPTION	BUDGETED EXPENDITURE		BALANCE	
		AMOUNT	YEAR TO DATE	REMAINING	%
3000	OPERATING EXPENSE AND EQUIPMENT				
2010	General Expense				
2050	Dues and membership	4,000	3,670.00	330	
2230	Library purchases	12,000	7,795.00	4,205	
2260	Minor equipment	300	4.00	296	
2270	Office equipment - rent/maintenance/repair	200	0.00	200	
2380	Miscellaneous general expense	200	88.00	112	
2391	Miscellaneous office supplies	7,300	5,801.00	1,499	
2395	Meeting expense	2,000	425.00	1,575	
2010	Total - General Expense	26,000	17,783.00	8,217	

ACCOUNT CODE	DESCRIPTION	BUDGETED EXPENDITURE		BALANCE	
		AMOUNT	YEAR TO DATE	REMAINING	%
2410	Printing				
2440	Office copier expense - rent/maintenance	1,750	0.00	1,750	
2480	Miscellaneous printing expense	1,750	2,154.00	-404	
2410	Total - Printing	3,500	2,154.00	1,346	

ACCOUNT CODE	DESCRIPTION	BUDGETED EXPENDITURE		BALANCE	
		AMOUNT	YEAR TO DATE	REMAINING	%
2610	Postage -meter rental & service, FedEx				
		13,500	1,293.00	12,207	
2910	Travel In-State				
2920	Lodging, mileage, misc.	2,000	2,553.00	-553	
2940	Commercial air transportation	3,000	6,561.00	-3,561	
2950	Rental cars	7,750	7,092.00	658	
2910	Total - Travel In-State	12,750	16,206.00	-3,456	

ACCOUNT CODE	DESCRIPTION	BUDGETED EXPENDITURE		BALANCE	
		AMOUNT	YEAR TO DATE	REMAINING	%
3110	Travel Out-of-State				
3120	Lodging, mileage, misc.	0	0.00	0	
3140	Commercial air transportation	0	284.00	-284	
3150	Rental cars	0	0.00	0	
3110	Total - Travel Out-of-State	0	284.00	-284	

3320	Training	4,338	2,588.00	1,750	
3430	Rent - non State owned building	165,000	152,795.00	12,205	
3445	Janitorial services	0	0.00	0	
3450	Security services	0	363.00	-363	
3470	Facilities planning - DGS	2,500	9,022.00	-6,522	
3820	Professional services - internal (Attorney General)	6,000	15,471.00	-9,471	
4020	Professional services - external (court reporters)	29,000	10,941.00	18,059	

ACCOUNT CODE	DESCRIPTION	BUDGETED EXPENDITURE		BALANCE	
		AMOUNT	YEAR TO DATE	REMAINING	%
4324	Data processing software	0	0.00	0	
4350	Data processing minor equipment	0	0.00	0	
4380	Pro rata statewide expense (*pending Gov's Report)	186,517	0.00	186,517	
4520	Equipment replacement	600	0.00	600	
****	***Encumbrance balance - rolled into actuals		69,071.00	-69,071	
CATEGORY TOTAL					
3000	OPERATING EXPENSE AND EQUIPMENT	449,705	297,971.00	151,734	34%

1000	PAYROLL EXPENSE	1,176,631	1,016,752.00	86%	159,879	14%
3000	OPERATING EXPENSE AND EQUIPMENT	449,705	297,971.00	66%	151,734	34%
Total - Payroll and Operating Expense		1,626,336	1,314,723.00	81%	311,613	19%

Pro rata statewide expense (186,517) estimate 1 (see above) 186,517.00 100% *pending governor's rept - adj
 Encumbrance balance (*roll into actuals) 2 0.00 on prior year adjustment total

1,501,240.00

DMV Administrative charge (78,000) 3 78,000 78,000.00 100% 0
 (*charge reflected on prior year adjustment total)

Grand total - fiscal year 2013-2014 1,704,336 1,579,240.00 93% 125,096 7%

1 Pro rata statewide expense is budgeted and expended on a quarterly basis; however, it does not show as an expenditure on DMV's reports. The Board will deduct the Pro rata expense at the end of FY 13/14.

2 Funds encumbered (for specific purchases) but not yet expended are treated as expenditures. Encumbrance balances are held in abeyance for two years after fiscal year's end, and any balance remaining after two years is released and returned to the Board's fund.

3 DMV Administrative charges are included in the total budget authorized by the department for support in areas such as personnel, budget, and business services; however, this amount is not treated as an allocation and is not captured in the attached detail - deduct end of FY 13/14.

