



MEMO

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

Date: February 25, 2016

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

Subject: BOARD FINANCIAL CONDITION REPORT FOR THE 2ND QUARTER OF FISCAL YEAR 2015-2016

The following is a financial summary of the Board's expenditures and revenues through the 2nd quarter of Fiscal Year 2015-2016.

<i>Expenditures</i>		<i>Revenue</i>	
Budget Appropriation	\$1,613,522	Beginning Reserve Balance	*\$884,431
Expenditures	\$692,951	Revenues	\$1,387,540
Unexpended Appropriation	\$920,571	Total	\$2,271,971
		Current reserve balance	\$1,579,020

The Board expended 43% of its appropriated budget through the second quarter of fiscal year 2015-2016.

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 E. Stevens, President

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

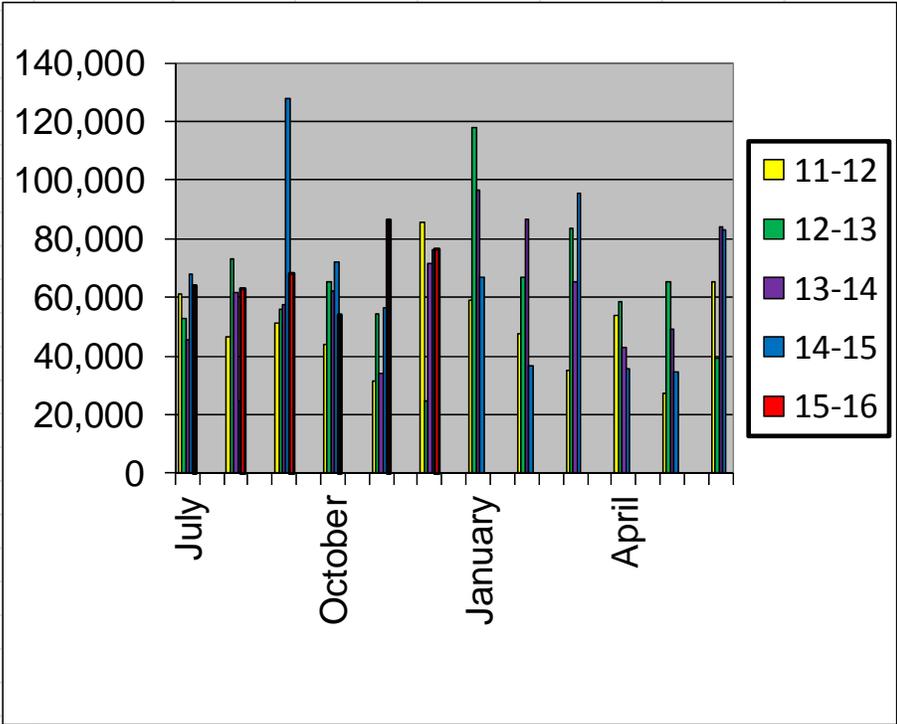
New Motor Vehicle Board Fund Condition Statement - Fiscal Year 2015-2016

Revenue and Expenditures July 1, 2015, through December 31, 2015 - (50% of fiscal year)

	2013-2014		2014-2015		2015-2016	
BEGINNING RESERVES	568,000		881,364		884,431	
Prior Year Adjustment	0 ¹		-266,364		0	pending
Adjusted Beginning Balance	568,000		615,000		884,431	
REVENUES						
NMVB Fees and Misc. Revenue						
0100 Dealer License Fee	757,229		777,413		411,678	
0200 NMVB Filing Fee	8,000		9,400		3,200	
0300 NMVB Annual Fee	859,843		922,162		969,150	
0800 Miscellaneous Services	618		2,787		579	
1000 Arbitration Program	2,397		2,700		2,933	
Total Revenues	1,628,087		1,714,462		1,387,540	
Adjusted Beginning Balance	568,000		615,000		884,431	
Totals, Resources	2,196,087		2,329,462		2,271,971	
EXPENDITURES						
Payroll Expense (included benefits)						
Budgeted	1,176,631		1,233,402		1,269,470	
Expended	1,016,752 ²	86%	1,040,660	84%	489,515	39%
Operating Expense and Equipment						
Budgeted	449,705		449,705		344,052	
Expended	297,971 ²	66%	248,370	55%	139,693	41%
Encumbrance Balance	0 ³		156,001 ³		63,743 ³	
	*encumb rolled over (69,071)		*encumb rolled over (38,628)			
Total - Payroll and Operating Expense	1,314,723	81%	1,445,031	86%	692,951	43%
ADDITIONAL EXPENDITURES:						
Pro Rata charges	186,517		186,517		80,864	
*(final adjustments pending Governor's reprt)						
NOTE: *includes additional adjs: SCO/Fiscal/etc.						
DMV Administrative charges	78,000⁴		78,000⁴		78,000⁴	
*(deduction made in prior year adjustment)						
Total Budgeted	1,626,336		1,683,107		1,613,522	
Total Expended	1,314,723	81%	1,445,031	86%	692,951	43%
RESERVES	881,364		884,431		1,579,020	
	Final adjs. (-266,364)					
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.						

	11-12	12-13	13-14	14-15	15-16
July	61,348.00	53,013.00	45,607.00	68,125.00	64,200.00
August	46,748.00	73,243.00	61,800.00	24,600.00	62,700.00
September	51,201.00	56,175.00	57,715.00	127,577.00	68,148.00
October	44,136.20	65,145.00	62,325.00	71,935.00	54,000.00
November	31,360.00	54,507.00	33,900.00	56,700.00	86,358.00
December	85,745.00	24,508.00	71,746.00	76,132.00	76,272.00
January	59,179.00	118,120.00	96,300.00	66,612.00	0.00
February	47,813.00	67,025.00	86,792.00	36,900.00	0.00
March	35,325.00	83,469.00	65,100.00	95,710.00	0.00
April	54,074.00	58,635.00	42,648.00	35,644.00	0.00
May	27,493.00	65,369.00	49,296.00	34,732.00	0.00
June	65,167.00	39,000.00	84,000.00	82,746.00	0.00
Ytd	609,589.20	758,209.00	757,229.00	777,413.00	411,678.00

**DEALER FEES
FIVE YEAR COMPARISON**



NEW MOTOR VEHICLE BOARD
 EXPENDITURE REPORT FOR THE SECOND QUARTER OF FISCAL YEAR 2015-2016
 (50% of fiscal year)

ACCOUNT CODE	DESCRIPTION	BUDGETED EXPENDITURE		BALANCE	
		AMOUNT YEAR TO DATE	%	REMAINING	%
1000	PAYROLL EXPENSE				
0030	Salaries - full time staff	794,693	338,202.00	456,491	
0330	Salaries - part time staff	74,196	8,496.00	65,700	
0630	Overtime	0	0.00	0	
0690	Salary Savings (minus)	0	0.00	0	
0020	TOTAL - salary expense	868,889	346,698.00	522,191	
1010	TOTAL - staff benefits	400,581	142,817.00	257,764	
	CATEGORY TOTAL				
1000	PAYROLL EXPENSE	1,269,470	489,515.00	39%	779,955 61%
3000	OPERATING EXPENSE AND EQUIPMENT				
2010	General Expense				
2050	Dues and membership	4,000	0.00	4,000	
2230	Library purchases	10,000	4,213.00	5,787	
2260	Minor equipment	300	4.00	296	
2270	Office equipment - rent/maintenance/repair	200	0.00	200	
2380	Miscellaneous general expense	200	0.00	200	
2391	Miscellaneous office supplies	7,300	1,861.00	5,439	
2395	Meeting expense	2,000	0.00	2,000	
2010	Total - General Expense	24,000	6,078.00	17,922	
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	301.00	1,449	
2410	Total - Printing	3,500	301.00	3,199	
2610	Postage -meter rental & service, FedEx	9,000	1,321.00	7,679	
2910	Travel In-State				
2920	Lodging, mileage, misc.	2,000	317.00	1,683	
2940	Commercial air transportation	5,250	2,227.00	3,023	
2950	Rental cars	7,750	734.00	7,016	
2910	Total - Travel In-State	15,000	3,278.00	11,722	
3110	Travel Out-of-State				
3120	Lodging, mileage, misc.	1,000	518.00	482	
3140	Commercial air transportation	1,000	1,376.00	-376	
3150	Rental cars	500	894.00	-394	
3110	Total - Travel Out-of-State	2,500	2,788.00	-288	
3320	Training	3,038	578.00	2,460	
3430	Rent - non State owned building	165,000	76,826.00	88,174	
3445	Janitorial services	0	0.00	0	
3450	Security services	550	0.00	550	
3470	Facilities planning - DGS	10,000	1,574.00	8,426	
3820	Professional services - internal (Attorney General)	12,000	36,169.00	-24,169	
4020	Professional services - external (court reporters)	18,000	1,799.00	16,201	
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	80,864	0.00	80,864	
4520	Equipment replacement	600	8,981.00	-8,381	
	CATEGORY TOTAL				
3000	OPERATING EXPENSE AND EQUIPMENT	344,052	139,693.00	41%	204,359 59%
1000	PAYROLL EXPENSE	1,269,470	489,515.00	39%	779,955 61%
3000	OPERATING EXPENSE AND EQUIPMENT	344,052	139,693.00	41%	204,359 59%
	Total - Payroll and Operating Expense	1,613,522	629,208.00	39%	984,314 61%
	Pro rata statewide expense (80,864) allotment	(see above)	0.00		
	Encumbrance balance		63,743.00		
			692,951.00		
	DMV Administrative charge (78,000)		0.00		
	Grand total - fiscal year 2015-2016	1,613,522	692,951.00	43%	920,571 57%

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 5/16.

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 5/16.

DEPARTMENT OF MOTOR VEHICLES

Revenue Summary

fiscal year 2015-2016

Second Quarter

	July	August	September	October	November	December	January	February	March	April	May	June	YTD
Object Code 1213													
0100-New MV Dir Lic.	64,200.00	62,700.00	68,148.00	54,000.00	86,358.00	76,272.00	0.00	0.00	0.00	0.00	0.00	0.00	411,678.00
0200-NMVB Filing Fee	800.00	0.00	200.00	400.00	0.00	1,800.00	0.00	0.00	0.00	0.00	0.00	0.00	3,200.00
0300-NMVB Annual Fee	0.00	489,286.00	425,189.00	50,385.00	4,290.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	969,150.00
1213 Object Total	65,000.00	551,986.00	493,537.00	104,785.00	90,648.00	78,072.00	0.00	0.00	0.00	0.00	0.00	0.00	1,384,028.00
Object Code 1425													
0800-Misc. Services	230.00	0.00	0.00	53.00	0.00	296.00	0.00	0.00	0.00	0.00	0.00	0.00	579.00
1425 Object Total	230.00	0.00	0.00	53.00	0.00	296.00	0.00	0.00	0.00	0.00	0.00	0.00	579.00
Object Code 1614													
1000-Arbitration Program 1	0.00	0.00	0.00	0.00	0.00	2,933.00	0.00	0.00	0.00	0.00	0.00	0.00	2,933.00
1614 Object Total	0.00	0.00	0.00	0.00	0.00	2,933.00	0.00	0.00	0.00	0.00	0.00	0.00	2,933.00
Revenue this Month	65,230.00	551,986.00	493,537.00	104,838.00	90,648.00	81,301.00	0.00	0.00	0.00	0.00	0.00	0.00	1,387,540.00
Revenue													
Year to date	65,230.00	617,216.00	1,110,753.00	1,215,591.00	1,306,239.00	1,387,540.00							
1	Reimbursement of costs associated with collection of Arbitration Certification Program Fees												