



MEMO

To : FISCAL COMMITTEE
VICTORIA PEARSON, CHAIR
TOM FLESH, MEMBER

Date: December 19, 2012

From : WILLIAM G. BRENNAN
DAWN KINDEL
SUZANNE LUKE

WGB

Dawn

SL

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 end of Fiscal Year 2011-2012.

<i>Expenditures</i>		<i>Revenue</i>	
Budget Appropriation	\$1,720,418	Beginning Reserve Balance	\$1,269,777
Expenditures	\$1,536,233	Revenues	\$1,062,879
Unexpended Appropriation	\$184,185	Total	\$2,332,656
		Current reserve balance	\$796,423

As you can see from the chart above, the Board expended less than it was appropriated from DMV. However, the Board expended more than it received in revenues which reduced the overall reserve balance by approximately \$473,354.

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: Ramon Alvarez C., President

New Motor Vehicle Board Fund Condition Statement - Fiscal Year 2011-2012

Revenue and Expenditures July, 2011, through June 30, 2012 - (100% of fiscal year)

	<u>2009-2010</u>	<u>2010-2011</u>		<u>2011-2012</u>
BEGINNING RESERVES	2,063,892	1,503,749		1,269,777
Prior Year Adjustment	27,000 ¹	85,000 ¹		0
Adjusted Beginning Balance	2,090,892	1,588,749		1,269,777
REVENUES				
NMVB Fees and Misc. Revenue				
0100 Dealer License Fee	515,477	693,500		609,589
0200 NMVB Filing Fee	19,600	20,000		10,200
0300 NMVB Annual Fee	541,049	415,718		436,180
0800 Miscellaneous Services	2,394	1,495		2,617
1000 Arbitration Program	4,482	4,315		4,293
Total Revenues	1,083,002	1,135,028		1,062,879
Adjusted Beginning Balance	2,090,892	1,588,749		1,269,777
Totals, Resources	3,173,894	2,723,777		2,332,656
EXPENDITURES				
Payroll Expense (included benefits)				
Budgeted	1,252,158	1,332,337		1,239,791
Expended	1,148,059 ²	1,048,673 ²	92%	1,199,202 ²
Operating Expense and Equipment (includes Pro Rata)				
Budgeted	417,082	464,171		480,627
Expended	255,196 ²	229,786 ²	61%	321,683 ²
Encumbrance Balance	120,004 ³	10,460 ³		15,348 ³
Total - Payroll and Operating Expense	1,523,259	1,288,919	92%	1,536,233
Additional Expenditures				
DMV Administrative charges				
Budgeted	78,000	78,000		0
Expended	78,000 ⁴	78,000 ⁴	100%	0 ⁴
Total Budgeted	1,816,126	1,962,460		1,720,418
Total Expended	1,670,145	1,454,000	92%	1,536,233
RESERVES	1,503,749	1,269,777		796,423

¹ Prior period appropriation adjustments were made to bring Motor Vehicle Account fund balances in line with the State Controller's Office.

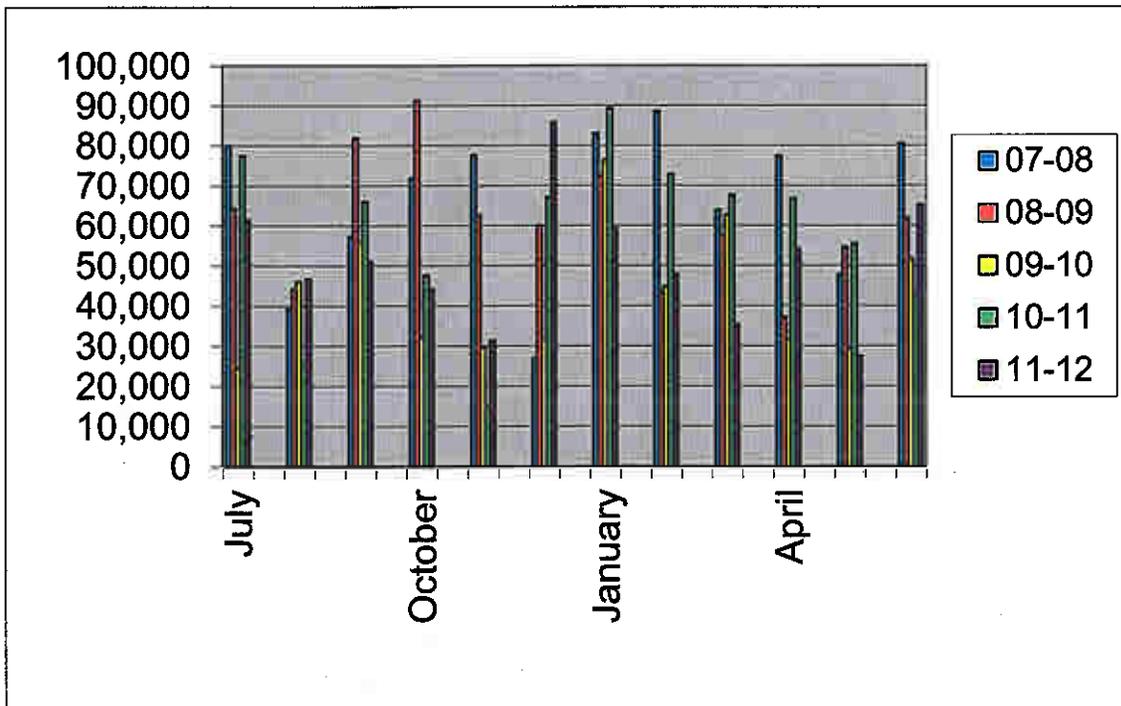
² Totals were taken from DMV's final adjusted fiscal year end reports.

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.

	07-08	08-09	09-10	10-11	11-12
July	79,958.00	64,378.00	24,410.00	77,425.00	61,348.00
August	39,439.00	44,302.00	46,120.00	25,727.00	46,748.00
September	57,311.00	81,850.00	55,892.00	65,997.00	51,201.00
October	71,788.00	91,245.00	32,016.00	47,635.00	44,136.20
November	77,507.00	62,632.00	29,561.00	14,951.00	31,360.00
December	26,878.00	60,091.00	31,576.00	67,125.00	85,745.00
January	82,973.00	72,292.00	76,368.00	89,255.00	59,179.00
February	88,650.00	43,561.00	44,830.00	72,766.00	47,813.00
March	63,897.00	57,683.00	62,482.00	67,566.00	35,325.00
April	77,336.00	37,161.00	31,570.00	66,708.00	54,074.00
May	47,822.00	54,676.00	29,077.00	55,457.00	27,493.00
June	80,426.00	61,769.00	51,575.00	42,888.00	65,167.00
Ytd	793,985.00	731,640.00	515,477.00	693,500.00	609,589.20

**DEALER FEES
FIVE YEAR COMPARISON**



DEPARTMENT OF MOTOR VEHICLES
Revenue Summary
 fiscal year 2011-2012

	July	August	September	October	November	December	January	February	March	April	May	June	YTD
Object Code 1213													
0100-New MV Dr Lic.	61,348.00	46,748.00	51,201.00	44,136.20	31,360.00	85,745.00	59,179.00	47,813.00	35,325.00	54,074.00	27,493.00	65,167.00	609,589.20
0200-NMVB Filing Fee	0.00	2,200.00	1,425.00	175.00	2,200.00	0.00	600.00	0.00	800.00	800.00	400.00	1,600.00	10,200.00
0300-NMVB Annual Fee	345,824.04	86,401.64	2,250.00	275.00	1,429.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	436,180.35
1213 Object Total	407,172.04	135,349.64	54,876.00	44,586.20	34,989.67	85,745.00	59,779.00	47,813.00	36,125.00	54,874.00	27,893.00	66,767.00	1,055,969.55
Object Code 1425													
0800-Misc. Services	0.00	93.40	0.00	0.00	552.78	0.00	1,554.00	183.30	0.00	138.70	0.00	94.70	2,616.88
1425 Object Total	0.00	93.40	0.00	0.00	552.78	0.00	1,554.00	183.30	0.00	138.70	0.00	94.70	2,616.88
Object Code 1614													
1000-Arbitration Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,292.68	0.00	0.00	4,292.68
1614 Object Total	0.00	4,292.68	0.00	0.00	4,292.68								
Revenue this Month	407,172.04	135,443.04	54,876.00	44,586.20	35,542.45	85,745.00	61,333.00	47,996.30	36,125.00	59,305.38	27,893.00	66,861.70	1,062,879.11
Revenue	407,172.04	542,615.08	597,491.08	642,077.28	677,619.73	763,364.73	824,697.73	872,694.03	908,619.03	968,124.41	996,017.41	1,062,879.11	1,062,879.11

1 Reimbursement of costs associated with collection of Arbitration Certification Program Fees

NEW MOTOR VEHICLE BOARD
EXPENDITURE REPORT FOR THE FOURTH QUARTER OF FISCAL YEAR 2011-2012
(100% of fiscal year)

ACCOUNT CODE	DESCRIPTION	BUDGETED AMOUNT	EXPENDITURE YEAR TO DATE	%	BALANCE REMAINING	%
1000	PAYROLL EXPENSE					
0030	Salaries - full time staff	729,175	824,699.00		-95,524	
0330	Salaries - part time staff	73,053	75,828.00		-2,775	
0830	Overtime	0	1,193.00		-1,193	
0990	Salary Savings (minus)	0	0.00		0	
0020	TOTAL - salary expense	802,228	901,720.00		-99,492	
1010	TOTAL - staff benefits	437,563	297,482.00		140,081	
1000	CATEGORY TOTAL	1,239,791	1,199,202.00	97%	40,589	3%
1000	PAYROLL EXPENSE					
3000	OPERATING EXPENSE AND EQUIPMENT					
2010	General Expense					
2050	Dues and membership	4,500	3,950.00		550	
2230	Library purchases	13,500	9,061.00		4,439	
2260	Minor equipment	4,500	90.00		4,410	
2270	Office equipment - rent/maintenance/repair	1,350	0.00		1,350	
2380	Miscellaneous general expense	1,350	57.00		1,293	
2391	Miscellaneous office supplies	13,500	32,213.00		-18,713	
2395	Meeting expense	6,300	980.00		5,320	
2010	Total - General Expense	45,000	46,351.00		-1,351	

ACCOUNT CODE	DESCRIPTION	BUDGETED AMOUNT	EXPENDITURE YEAR TO DATE	%	BALANCE REMAINING	%
2410	Printing					
2440	Office copier expense - rent/maintenance	9,000	3,933.00		5,067	
2480	Miscellaneous printing expense	0	0.00		0	
2410	Total - Printing	9,000	3,933.00		5,067	
2610	Postage	18,000	7,630.00		10,370	
2910	Travel In-State					
2920	Lodging, mileage, misc.	10,299	7,507.00		2,792	
2940	Commercial air transportation	6,777	6,795.00		-18	
2950	Rental cars	6,365	1,156.00		5,209	
2910	Total - Travel In-State	23,441	15,458.00		7,983	
3110	Travel Out-of-State					
3120	Lodging, mileage, misc.	18,000	768.00		17,232	
3140	Commercial air transportation	0	0.00		0	
3150	Rental cars	0	0.00		0	
3110	Total - Travel Out-of-State	18,000	768.00		17,232	
3320	Training	13,500	1,636.00		11,864	
3430	Rent - non State owned building	165,000	160,030.00		4,970	
3445	Janitorial services	500	0.00		500	
3450	Security services	5,000	0.00		5,000	
3470	Facilities planning - DGS	4,050	2,982.00		1,068	
3820	Professional services - Internal (Attorney General)	56,813	1,360.00		55,453	
4020	Professional services - external (court reporters)	63,000	81,535.00		-18,535	

ACCOUNT CODE	DESCRIPTION		BALANCE	
		%	REMAINING	%
4324	Data processing software	4,500	0.00	4,500
4350	Data processing minor equipment	4,500	0.00	4,500
4380	Pro rata statewide expense	45,823	0.00	45,823
4520	Equipment replacement	4,500	0.00	4,500

CATEGORY TOTAL				
3000	OPERATING EXPENSE AND EQUIPMENT	480,627	321,683.00	67%
			157,376	33%

1000	PAYROLL EXPENSE	1,239,791	1,199,202.00	97%	40,589	3%
3000	OPERATING EXPENSE AND EQUIPMENT	480,627	321,683.00	67%	158,944	33%
	Total - Payroll and Operating Expense	1,720,418	1,520,885.00	88%	199,533	12%
	Pro rata statewide expense		0.00			
	Encumbrance balance		15,348.00			
	DMV Administrative charge (no allocation)	0	0.00		0	
	State Controller (State Operations)	0	0.00		0	
	Grand total - fiscal year 2011-2012	1,720,418	1,536,233.00	89%	184,185	11%

1 Pro rata statewide expense is budgeted and expended on a quarterly basis; however, it does not show as an expenditure on DMV's report.

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.