STATE OF CALIFORNIA

MEMO

To: **FISCAL COMMITTEE**
VICTORIA RUSNAK CHAIR
TOM FLESH, MEMBER

Date: June 13, 2013

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

Subject: **DISCUSSION AND CONSIDERATION OF THE BOARD'S PROPOSED BUDGET FOR FISCAL YEAR 2013-2014**

Bill Brennan and Dawn Kindel attempted to discuss the 2013-2014 Budget with the Fiscal Committee, however, this has not occurred yet. The members of the Fiscal Committee were provided with the following information:

- Fiscal year 2013-2014 allotments provided by the Department of Motor Vehicles.
- Five year comparison of expenditures and staff's proposed line item budget allotments.

A report of the Board's proposed budget is attached. The staff recommends that the proposed budget be adopted as it is reasonable and within the Board's financial capability.

This matter is being agendized for discussion and consideration at the June 26, 2013, General meeting. If there are any questions or comments, please call me at (916) 324-6197.

Attachment

cc Bismarck Obando

Fiscal year 2013-2014 proposed budget

Operating Expense and Equipment	12-13 projected expenses	13-14 DMV allotments	13-14 proposed budget
2050 - Dues and membership	4,500	4,000	4,000
2230 - Library purchases	12,000	12,000	12,000
2260 - Minor equipment	250	300	300
2270 - Office equipment - rent, maintenance, repair	300	200	200
2380 -Miscellaneous general expense	300	200	200
2391 - Miscellaneous office supplies	10,000	7,300	7,300
2395 - Meeting expense	3,000	2,000	2,000
2410 - Printing	4,000	3,500	3,500
2610 - Postage	12,000	13,500	13,500
2910 - Travel In-State	10,000	12,750	12,750
3110 - Travel Out-of-State	3,000	0	0
3320 - Training	2,000	4,338	4,338
3430 - Rent - non-state owned building	165,000	165,000	165,000
3445 - Janitorial Services	250	0	0
3450 - Security services	0	0	0
3470 - Facilities Planning - DGS	3,000	2,500	2,500
3820 - Professional services - internal	6,000	6,000	6,000
4020 - Professional services - external	10,000	29,000	29,000
4324 - Data processing - software	1,000	0	0
4350 - Data processing - Minor equip.	1,000	0	0
4360 - Commercial contracts - interagency	0	0	0
4380 - Pro rata statewide expense - **amount changes each fiscal year**	131,642	186,517	186,517
4520 - Equipment replacement	1,000	600	600
TOTAL OPERATING EXPENSE AND EQUIPMENT	380,242	449,705	449,705
TOTAL PAYROLL EXPENSE	1,149,454	1,194,629	1,194,629
GRAND TOTAL	1,529,696	1,644,334	1,644,334
DMV Administrative charges	78,000	78,000	78,000
TOTAL WITH ADMINISTRATIVE CHARGES	1,607,696	1,722,334	1,722,334

revised 5-1-12

FIVE YEAR COMPARISON OF OPERATING EXPENSE AND EQUIPMENT AND PROPOSED BUDGET

Operating Expense and Equipment	13-14 DMV allotments	07-08	08-09	09-10	10-11	11-12	5-year average	12-13 projected expenses	13-14 proposed budget	changes to proposed budget?
2050 - Dues and membership	4,000	4,475	4,500	3,850	3,684	3,950	4,092	4,500	4,000	
2230 - Library purchases	12,000	14,082	12,132	9,251	12,903	11,100	11,894	12,000	12,000	
2260 - Minor equipment	300	805	33	12	70	93	203	250	300	
2270 - Office equipment - rent, maintenance, repair	200	484	0	420	0	0	181	300	200	
2380 -Miscellaneous general expense	200	45	31	0	0	0	15	300	200	
2391 - Miscellaneous office supplies	7,300	13,855	2,533	3,829	9,615	10,491	8,065	10,000	7,300	
2395 - Meeting expense	2,000	3,301	1,230	1,068	1,656	1,708	1,793	3,000	2,000	
2410 - Printing	3,500	3,189	3,558	2,897	3,641	4,175	3,492	4,000	3,500	
2610 - Postage	13,500	23,445	8,295	13,090	12,053	11,737	13,724	12,000	13,500	
2910 - Travel In-State	12,750	19,505	10,518	12,451	11,786	9,453	12,743	10,000	12,750	
3110 - Travel Out-of-State	0	3,696	7,633	2,795	4,030	780	3,787	3,000	0	
3320 - Training	4,338	8,742	6,988	1,822	2,888	1,800	4,448	2,000	4,338	
3430 - Rent - non-state owned building	165,000	151,933	153,828	155,895	157,964	157,964	155,517	165,000	165,000	
3445 - Janitorial Services	0	0	16	0	61	38	23	250	0	
3450 - Security services	0	100	0	1,202	480	480	452	0	0	
3470 - Facilities Planning - DGS	2,500	0	2,733	2,330	2,625	2,625	2,063	3,000	2,500	
3820 - Professional services - internal	6,000	40	0	9,478	11,688	5,357	5,313	6,000	6,000	
3940 - Internal Legal - miscellaneous	0	0	185	0	0	0	37	0	0	
4020 - Professional services - external	29,000	21,992	18,866	30,030	26,631	87,000	36,904	10,000	29,000	
4324 - Data processing - software	0	0	320	0	0	0	64	1,000	0	
4350 - Data processing - Minor equip.	0	0	0	0	0	0	0	1,000	0	
4360 - Commercial contracts - interagency	0	0	0	0	0	0	0	0	0	
4380 - Pro rata statewide expense	186,517	135,016	113,000	62,086	88,050	88,050	97,240	131,642	186,517	
4520 - Equipment replacement	600	1,849	0	0	0	0	370	1,000	600	
TOTAL O E & E	449,705	406,554	346,399	312,506	349,825	396,801	362,417	380,242	449,705	
TOTAL PAYROLL EXPENSE	1,194,629	1,289,900	1,225,019	1,143,021	1,029,350	1,166,388	1,170,736	1,149,454	1,194,629	
GRAND TOTAL	1,644,334	1,696,454	1,571,418	1,455,527	1,379,175	1,563,189	1,533,153	1,529,696	1,644,334	
							0			
DMV Administrative charges	78,000	78,000	78,000	78,000	78,000	78,000	78,000	78,000	78,000	
TOTAL WITH ADMINISTRATIVE CHARGES	1,722,334	1,774,454	1,649,418	1,533,527	1,457,175	1,641,189	1,611,153	1,607,696	1,722,334	

revised 8-3-12