



**MEMO**

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

**Date: May 27, 2014**

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

**Subject: BOARD FINANCIAL CONDITION REPORT FOR THE 3<sup>RD</sup> QUARTER OF  
FISCAL YEAR 2013-2014**

The following is a financial summary of the Board's expenditures and revenues through the 3<sup>rd</sup> quarter of Fiscal Year 2013-2014.

<i><b>Expenditures</b></i>		<i><b>Revenue</b></i>	
Budget Appropriation	\$1,626,336	Beginning Reserve Balance	\$568,000
Expenditures	\$1,032,187	Revenues	\$1,448,212
Unexpended Appropriation	\$594,149	Total	\$2,016,212
		Current reserve balance	\$984,025

The Board expended **63%** of its appropriated budget through the third quarter 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

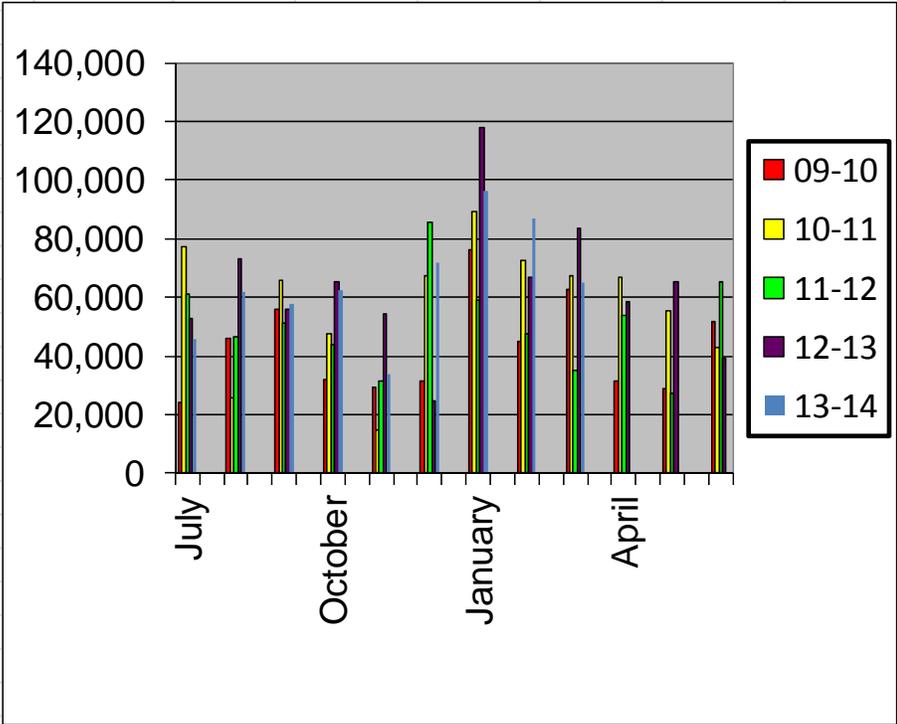
**New Motor Vehicle Board Fund Condition Statement - Fiscal Year 2013-2014**

Revenue and Expenditures July, 2013, through March 31, 2013 - (75% of fiscal year)

		2011-2012		2012-2013		2013-2014	
<b>BEGINNING RESERVES</b>		<b>1,269,777</b>		<b>796,423</b>		<b>568,000</b>	
Prior Year Adjustment		0 <sup>1</sup>		-316,620 <sup>5</sup>		0	
Adjusted Beginning Balance		<b>1,269,777</b>		<b>479,803</b>		<b>568,000</b>	
<b>REVENUES</b>							
<b>NMVB Fees and Misc. Revenue</b>							
0100 Dealer License Fee		609,598		758,209		581,285	
0200 NMVB Filing Fee		10,200		9,400		4,600	
0300 NMVB Annual Fee		436,180		641,986		859,843	
0800 Miscellaneous Services		2,617		7,014		87	
1000 Arbitration Program		4,293		4,857		2,397	
<b>Total Revenues</b>		<b>1,062,888</b>		<b>1,421,466</b>		<b>1,448,212</b>	
Adjusted Beginning Balance		1,269,777		479,803		568,000	
<b>Totals, Resources</b>		<b>2,332,665</b>		<b>1,901,269</b>		<b>2,016,212</b>	
<b>EXPENDITURES</b>							
<b>Payroll Expense (included benefits)</b>							
Budgeted		1,239,791		1,131,717		1,176,631	
Expended		1,199,202 <sup>2</sup>	97%	1,013,530	90%	780,952	66%
<b>Operating Expense and Equipment</b>							
Budgeted		480,627		401,164		449,705	
Expended		321,683 <sup>2</sup>	67%	246,971	62%	176,580	39%
<b>Encumbrance Balance</b>		15,348 <sup>3</sup>		72,768 <sup>3</sup>		74,655 <sup>3</sup>	
<b>Total - Payroll and Operating Expense</b>		<b>1,536,233</b>	89%	<b>1,333,269</b>	87%	<b>1,032,187</b>	63%
<b>Additional Expenditures (deducted end of fiscal year)</b>							
<b>Pro Rata charges<sup>6</sup></b>							
Budgeted						186,517	
Expended						139,888 <sup>6</sup>	75%
<b>DMV Administrative charges<sup>4</sup></b>							
Budgeted		78,000		78,000		78,000	
Expended		78,000 <sup>4</sup>	100%	78,000	100%	58,500 <sup>4</sup>	75%
<b>Total Budgeted</b>		<b>1,720,418</b>		<b>1,532,881</b>		<b>1,626,336</b>	
<b>Total Expended</b>		<b>1,536,233</b>	89%	<b>1,333,269</b>	87%	<b>1,032,187</b>	63%
<b>RESERVES</b>		<b>796,423</b>		<b>568,000</b>		<b>984,025</b>	
<sup>1</sup>	Prior period appropriation adjustments were made to bring Motor Vehicle Account fund balances in line with the State Controller's Office.						
<sup>2</sup>	Totals were taken from DMV's final adjusted fiscal year end reports.						
<sup>3</sup>	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.						
<sup>4</sup>	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).						
<sup>5</sup>	Per Governor's Budget, FY 13/14 beginning balance should equal \$568,000 - prior year adjustment (-316,620)						
<sup>6</sup>	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	
May	29,077.00	55,457.00	27,493.00	65,369.00	
June	51,575.00	42,888.00	65,167.00	39,000.00	
Ytd	515,477.00	693,500.00	609,589.20	758,209.00	581,285.00

**DEALER FEES  
FIVE YEAR COMPARISON**



**NEW MOTOR VEHICLE BOARD**  
 EXPENDITURE REPORT FOR THE THIRD QUARTER OF FISCAL YEAR 2013-2014  
 (75% of fiscal year)

ACCOUNT CODE	DESCRIPTION	BUDGETED EXPENDITURE		BALANCE	
		AMOUNT	YEAR TO DATE	REMAINING	%
<b>1000</b>	<b>PAYROLL EXPENSE</b>				
0030	Salaries - full time staff	767,811	515,783.00	252,028	
0330	Salaries - part time staff	30,996	51,272.00	-20,276	
0830	Overtime	0	0.00	0	
0990	Salary Savings (minus)	0	0.00	0	
0020	TOTAL - salary expense	798,807	567,055.00	231,752	
1010	TOTAL - staff benefits	377,824	213,897.00	163,927	
<b>1000</b>	<b>CATEGORY TOTAL</b>	<b>1,176,631</b>	<b>780,952.00</b>	<b>395,679</b>	<b>34%</b>
<b>3000</b>	<b>OPERATING EXPENSE AND EQUIPMENT</b>				
2010	<b>General Expense</b>				
2050	Dues and membership	4,000	3,670.00	330	
2230	Library purchases	12,000	4,755.00	7,245	
2260	Minor equipment	300	4.00	296	
2270	Office equipment - rent/maintenance/repair	200	0.00	200	
2380	Miscellaneous general expense	200	40.00	160	
2391	Miscellaneous office supplies	7,300	4,540.00	2,760	
2395	Meeting expense	2,000	425.00	1,575	
2010	<b>Total - General Expense</b>	<b>26,000</b>	<b>13,434.00</b>	<b>12,566</b>	
<b>2410</b>	<b>Printing</b>				
2440	Office copier expense - rent/maintenance	1,750	0.00	1,750	
2480	Miscellaneous printing expense	1,750	1,827.00	-77	
2410	<b>Total - Printing</b>	<b>3,500</b>	<b>1,827.00</b>	<b>1,673</b>	
<b>2610</b>	<b>Postage -meter rental &amp; service, FedEx</b>	<b>13,500</b>	<b>811.00</b>	<b>12,689</b>	
<b>2910</b>	<b>Travel In-State</b>				
2920	Lodging, mileage, misc.	2,000	1,602.00	398	
2940	Commercial air transportation	3,000	4,840.00	-1,840	
2950	Rental cars	7,750	6,313.00	1,437	
2910	<b>Total - Travel In-State</b>	<b>12,750</b>	<b>12,755.00</b>	<b>-5</b>	
<b>3110</b>	<b>Travel Out-of-State</b>				
3120	Lodging, mileage, misc.	0	0.00	0	
3140	Commercial air transportation	0	284.00	-284	
3150	Rental cars	0	0.00	0	
3110	<b>Total - Travel Out-of-State</b>	<b>0</b>	<b>284.00</b>	<b>-284</b>	
3320	Training	4,338	1,499.00	2,839	
3430	Rent - non State owned building	165,000	114,812.00	50,188	
3445	Janitorial services	0	0.00	0	
3450	Security services	0	363.00	-363	
3470	Facilities planning - DGS	2,500	7,135.00	-4,635	
3820	Professional services - internal (Attorney General)	6,000	15,471.00	-9,471	
4020	Professional services - external (court reporters)	29,000	8,189.00	20,811	
<b>3000</b>	<b>CATEGORY TOTAL</b>	<b>449,705</b>	<b>176,580.00</b>	<b>273,125</b>	<b>61%</b>
<b>1000</b>	<b>PAYROLL EXPENSE</b>	<b>1,176,631</b>	<b>780,952.00</b>	<b>395,679</b>	<b>34%</b>
<b>3000</b>	<b>OPERATING EXPENSE AND EQUIPMENT</b>	<b>449,705</b>	<b>176,580.00</b>	<b>273,125</b>	<b>61%</b>
	<b>Total - Payroll and Operating Expense</b>	<b>1,626,336</b>	<b>957,532.00</b>	<b>668,804</b>	<b>41%</b>
	Pro rata statewide expense (186,517)	1	(see above)	0.00	
	Encumbrance balance	2	74,655.00		
			<b>1,032,187.00</b>		
	DMV Administrative charge (78,000)	3	0	0.00	
	<b>Grand total - fiscal year 2013-2014</b>	<b>1,626,336</b>	<b>1,032,187.00</b>	<b>594,149</b>	<b>37%</b>

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.

DEPARTMENT OF MOTOR VEHICLES

Revenue Summary

fiscal year 2013-2014

Third Quarter

	July	August	September	October	November	December	January	February	March	April	May	June	YTD
<b>Object Code 1213</b>													
0100-New MV Dir Lic.	45,607.00	61,800.00	57,715.00	62,325.00	33,900.00	71,746.00	96,300.00	86,792.00	65,100.00	0.00	0.00	0.00	581,285.00
0200-NMVB Filing Fee	1,000.00	400.00	0.00	1,600.00	0.00	1,000.00	0.00	0.00	600.00	0.00	0.00	0.00	4,600.00
0300-NMVB Annual Fee	25,484.00	786,408.00	36,147.00	10,596.00	0.00	1,208.00	0.00	0.00	0.00	0.00	0.00	0.00	859,843.00
<b>1213 Object Total</b>	<b>72,091.00</b>	<b>848,608.00</b>	<b>93,862.00</b>	<b>74,521.00</b>	<b>33,900.00</b>	<b>73,954.00</b>	<b>96,300.00</b>	<b>86,792.00</b>	<b>65,700.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,445,728.00</b>
<b>Object Code 1425</b>													
0800-Misc. Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	87.00	0.00	0.00	0.00	87.00
<b>1425 Object Total</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>87.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>87.00</b>
<b>Object Code 1614</b>													
1000-Arbitration Program 1	0.00	0.00	2,397.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,397.00
<b>1614 Object Total</b>	<b>0.00</b>	<b>0.00</b>	<b>2,397.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,397.00</b>
<b>Revenue this Month</b>	<b>72,091.00</b>	<b>848,608.00</b>	<b>96,259.00</b>	<b>74,521.00</b>	<b>33,900.00</b>	<b>73,954.00</b>	<b>96,300.00</b>	<b>86,792.00</b>	<b>65,787.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,448,212.00</b>
<b>Revenue</b>													
<b>Year to date</b>	<b>72,091.00</b>	<b>920,699.00</b>	<b>#####</b>	<b>#####</b>	<b>1,125,379.00</b>	<b>1,199,333.00</b>	<b>1,295,633.00</b>	<b>1,382,425.00</b>	<b>1,448,212.00</b>	<b>1,448,212.00</b>	<b>1,448,212.00</b>	<b>1,448,212.00</b>	<b>1,448,212.00</b>
1	Reimbursement of costs associated with collection of Arbitration Certification Program Fees												