

**STATE OF CALIFORNIA**



**MEMO**

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

**Date: June 19, 2014**

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

**Subject: DISCUSSION AND CONSIDERATION OF THE BOARD'S PROPOSED  
BUDGET FOR FISCAL YEAR 2014-2015**

In May of each year, the Department of Motor Vehicles' Budget Office provides the Board with expenditure allowances for operating expenses and payroll for the upcoming fiscal year. The Board's budget staff then analyzes the amount allowed for each operating expense and works with the members of the Fiscal committee on any needed adjustments. Payroll allowances are not adjusted as they are pre-set by the number of staff positions the Board has.

The Board's proposed budget is attached. The staff recommends, and the committee members agreed, 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 July 15, 2014, General meeting. If there are any questions or comments, please call me at (916) 324-6197.

Attachment

cc Glenn Stevens, President

<b>Fiscal Year 2014/15 Proposed Budget</b>			
	<b>FY 2014/15</b>	<b>FY 2014/15</b>	<b>FY 2014/15</b>
<b>Operating Expense and Equipment</b>	<b>DMV Allotments</b>	<b>Changes to Allotment</b>	<b>Proposed Budget</b>
<b><u>2010 - General Expense</u></b>			
2050 - Dues and membership	4,000	0	4,000
2230 - Library purchases	12,000	(2,000)	10,000
2260 - Minor equipment	300	0	300
2270 - Office equipment - rent, maintenance, repair	200	0	200
2380 -Miscellaneous general expense	200	0	200
2391 - Miscellaneous office supplies	7,300	0	7,300
2395 - Meeting expense	2,000	0	2,000
2010 SUBTOTAL	26,000	(2,000)	24,000
<b><u>2410 - Printing</u></b>			
2440 - Office Copier Expenses	1,750	0	1,750
2480 - Not Otherwise Classified	1,750	0	1,750
2410 SUBTOTAL	3,500		3,500
<b><u>2610 - Postage</u></b>			
2620 - Postage - stamps, parcel post	10,000	(4,000)	6,000
2630 - Postage Meters	3,500	(500)	3,000
2610 SUBTOTAL	13,500	(4,500)	9,000
<b><u>2910 - Travel In-State</u></b>			
2920 - Per Diem	2,000	0	2,000
2940 - Commercial Air Trans	3,000	2,250	5,250
2950 - Other Travel Expenses	7,000	0	7,000
2960 - Personal Car Mileage	750	0	750
2910 SUBTOTAL	12,750	2,250	15,000
<b><u>3110 - Travel Out-of-State</u></b>			

3120 - Per Diem	0	1,000	1,000
3140 - Commercial Air Trans	0	1,000	1,000
3150 - Other Travel Expense	0	500	500
3110 SUBTOTAL	0	2,500	2,500
<b><u>3310 - Training</u></b>			
3320 - Training	4,338	(1,300)	3,038
3310 SUBTOTAL	4,338	(1,300)	3,038
<b><u>3410 - Facilities Operations</u></b>			
3430 - Rent - non-state owned building	165,000	0	165,000
3445 - Janitorial Services	0	0	0
3450 - Security services	0	550	550
3470 - Facilities Planning - DGS	2,500	7,500	10,000
3410 SUBTOTAL	167,500	8,050	175,550
<b><u>3820 - Cons &amp; Prof - Interdept'</u></b>			
3820 - Professional services - internal	6,000	6,000	12,000
3820 SUBTOTAL	6,000	6,000	12,000
<b><u>4020 Cons &amp; Prof - External</u></b>			
4180- External Services	29,000	(11,000)	18,000
4020 SUBTOTAL	29,000	(11,000)	18,000
<b><u>4310 - Data Processing</u></b>			
4324 - Data processing - software	0	0	0
4350 - Data processing - Minor equip.	0	0	0
4360 - Commercial contracts - interagency	0	0	0
4310 SUBTOTAL	0	0	0
<b><u>4370 - Central Admin Services</u></b>			
4380 - Prorata	186,517	0	186,517
4370 SUBTOTAL	186,517	0	186,517
<b><u>4510 - Equipment</u></b>			
4520 - Equipment Replacement	600	0	600

4510 SUBTOTAL	600	0	600
<b>TOTAL OPERATING EXPENSE AND EQUIPMENT</b>	449,705	0	449,705
<b>TOTAL PAYROLL EXPENSE</b>	1,177,521	0	1,177,521
<b>GRAND TOTAL</b>	1,627,226	0	1,627,226
		0	
DMV Administrative charges	78,000	0	78,000
<b>TOTAL WITH ADMINISTRATIVE CHARGES</b>	1,705,226	0	1,705,226
<b>Notes:</b> FY 13/14 allocations were revised by Budget during the FY.			
<b>Notes:</b> FY 14/15 allocations were revised by NMVB during the BBP.			