

***BIC Meeting of
September 18, 2013***

Agenda Item #7a



DATE: September 18, 2013
 TO: *Tom C. Hui* Tom C. Hui, S.E., C.B.O., Acting Director, Department of Building Inspection
 FROM: Gayle Revels, Acting Chief Financial Officer *Gayle Revels*
 RE: Financial Report YTD August 2013

Attached please find the financial performance report for operating revenues and expenditures through August 31, 2013. With only two months of expenditures, the Department is projecting that FY 2013-14 will close on budget. The following table outlines the Department's actual revenues, expenditures, and projections.

Revenues and Expenditures August-13				
	Revised Budget	YTD June 2013	Projected	Surplus/(Deficit)
Revenues				
Apartment/Rental Unit/Hotel License Fees	9,002,112	624	9,002,112	0
Interest & Investment	459,214	52,079	459,214	0
MOU - TJPA and Port	-	0	0	0
Charges for Services	47,523,382	9,742,449	47,723,382	200,000
Intrafund Transfer for DCU from Strong Motion	-	0	0	0
NSF Checks	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Operating Revenues	56,984,708	9,795,152	57,184,708	200,000
Carryforward for Encumbrances		0	0	0
Use of / Return to Fund Balance	<u>21,578,031</u>	<u>0</u>	<u>21,578,031</u>	<u>0</u>
Total Other Revenues	21,578,031	0	21,578,031	0
Total Revenues	78,562,739	9,795,152	78,762,739	200,000
Refunds	<u>0</u>	<u>(4,002)</u>	<u>(200,000)</u>	<u>(200,000)</u>
Total Revenues Net of Refunds	78,562,739	9,791,150	78,562,739	0
Expenditures				
Employee Salaries and Fringes	41,469,024	4,571,133	41,469,024	0
Overhead	1,275,123	0	1,275,123	0
Non-Personal Services	2,378,912	56,880	2,378,912	0
Community Based Organizations	2,522,612	1,748,301	2,522,612	0
Materials & Supplies	531,098	133,796	531,098	0
Capital Outlay	1,345,000	0	1,345,000	0
Project Carryforward	-	0	0	0
Services of Other Departments	7,804,251	7,804,251	7,804,251	0
Expenditure Recovery	(240,987)	0	(240,987)	0
Operating Transfers Out	0	0	0	0
Intrafund Transfers Out	21,477,706	0	21,477,706	0
Unappropriated Revenue	<u>-</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	78,562,739	14,314,361	78,562,739	0
Balance				0

Revenues

Year-to-date revenues, net of refunds, through August 2013 are \$2.3 million less than the same time last year – which is a decrease of 19.08% year over year. However, DBI has collected more revenue than budgeted for this time of year. The year is 16.67% complete and the Department has collected 20.5% of the revenue expected in charges for services.

YTD August 2014	YTD August 2013	\$ Variance	% Variance
\$9,791,150	\$12,100,013	\$(2,308,863)	-19.08%

A year-over-year comparison of the valuation of issued permits shows an increase of \$5.8 million between FY 2013 and FY 2014 or 0.90%. The Department is processing permits with a higher valuation in FY 2014, as compared to FY 2013. The distribution of issued permits by construction cost between years is as follows:

Valuation in \$	Number of Issued Permits		Change	% Change
	YTD 2013	YTD 2014		
0-499	1417	1444	27	1.91%
500-1,999	327	343	16	4.89%
2,000- 9,999	1302	1311	9	0.69%
10,000 – 49,999	1396	1518	122	8.74%
50,000-99,999	323	393	70	21.67%
100,000-499,999	340	362	22	6.47%
500,000-999,999	71	55	-16	-22.54%
1,000,000 or more	53	44	-9	-16.98%
	5,229	5,470	241	4.61%

	YTD 2013	YTD 2014	Change	% Change
Total Valuation	\$ 651,289,033	\$ 657,133,200	\$ 5,844,167	0.90%

Expenditures

Year-to-date expenditures through August 2013 are approximately \$300 thousand more than the same time last year – which is an increase of 5.34% year over year. The increase is due to additional staff.

YTD August 2014	YTD August 2013	\$ Variance	% Variance
\$4,960,741	\$4,709,316	\$251,425	5.34%

DEPARTMENT OF BUILDING INSPECTION
MONTHLY REPORT AUGUST 2013

REVENUES

Char Description	Aug-13		FY 2012-13		FY 2013-14		Aug-13		FY 2013-14	
	PY Current Month	Prior YTD Revenue	PY Actual Revenue		CY Original Budget	CY Revised Budget	CY Current Month	Current YTD Revenue	Projected Total	Projected Revenue Variance
200 Apartment/Rental Unit/Hotel License Fee	4,112	4,424	8,354,859		9,002,112	9,002,112	312	624	9,002,112	-
300 Interest & Investment	44,484	100,459	58,057		459,214	459,214	-	52,079	459,214	-
MOU - TJPA and Port									0	-
600 Charges for Services	6,683,330	12,001,254	57,309,156		47,523,382	47,523,382	5,027,292	9,742,449	47,723,382	200,000
950 Intrafund Transfer for DCU from Strong Motion Increase/(Decrease) to Deferred Credit Account										
Total Operating Revenues	6,731,926	12,106,137	65,722,072		56,984,708	56,984,708	5,027,604	9,795,152	57,184,708	200,000

Carryforward for Encumbrances
Use of / Return to Fund Balance
Total Other Revenues

	21,578,031	21,578,031			21,578,031	21,578,031	-	-	21,578,031	-
	21,578,031				21,578,031				21,578,031	

Total Revenues

	6,731,926	12,106,137	65,722,072		78,562,739	78,562,739	5,027,604	9,795,152	78,762,739	200,000
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Refunds

	(2,811)	(6,124)	(172,636)				(3,842)	(4,002)	(200,000)	(200,000)
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Total Revenues Net of Refunds

	6,729,115	12,100,013	65,549,436		78,562,739	78,562,739	5,023,762	9,791,150	78,562,739	0
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EXPENDITURES

Char Description	Aug-13		FY 2012-13		FY 2013-14		Aug-13		FY 2013-14	
	PY Current Month	Prior YTD Expenditures	PY Actual Expenditures		CY Original Budget	CY Revised Budget	CY Current Month	Actuals to Date	Projected Total	Projected Expenditure Variance
001-013 Employee Salaries and Fringes	2,554,013	4,380,275	32,555,827		41,469,024	41,469,024	2,618,413	4,571,133	41,469,024	-
020 Overhead					1,275,123	1,275,123			1,275,123	-
021 Non-Personal Services	135,175	267,093	886,244		2,378,912	2,378,912	45,510	267,459	2,378,912	-
038 Community Based Organizations	24,941	24,941	1,760,364		2,522,612	2,522,612	29,311	29,311	2,522,612	-
040 Materials & Supplies	20,344	23,792	420,458.00		531,098	531,098	61,559	92,838	531,098	-
060 Capital Outlay	13,215		221,153.00		1,345,000	1,345,000			1,345,000	-
069 Project Carryforward										-
081 Services of Other Departments		13,215	5,972,091		7,804,251	7,804,251			7,804,251	-
086 Expenditure Recovery			(138,460)		(240,987)	(240,987)			(240,987)	-
091 Operating Transfers Out										-
095 Intrafund Transfers Out			859,447		21,477,706	21,477,706			21,477,706	-
098 Unappropriated Revenue										-
Use of other project expenditure authority										-
Total Expenditures	2,747,688	4,709,316	42,537,124		78,562,739	78,562,739	2,754,793	4,960,741	78,562,739	0

Balance

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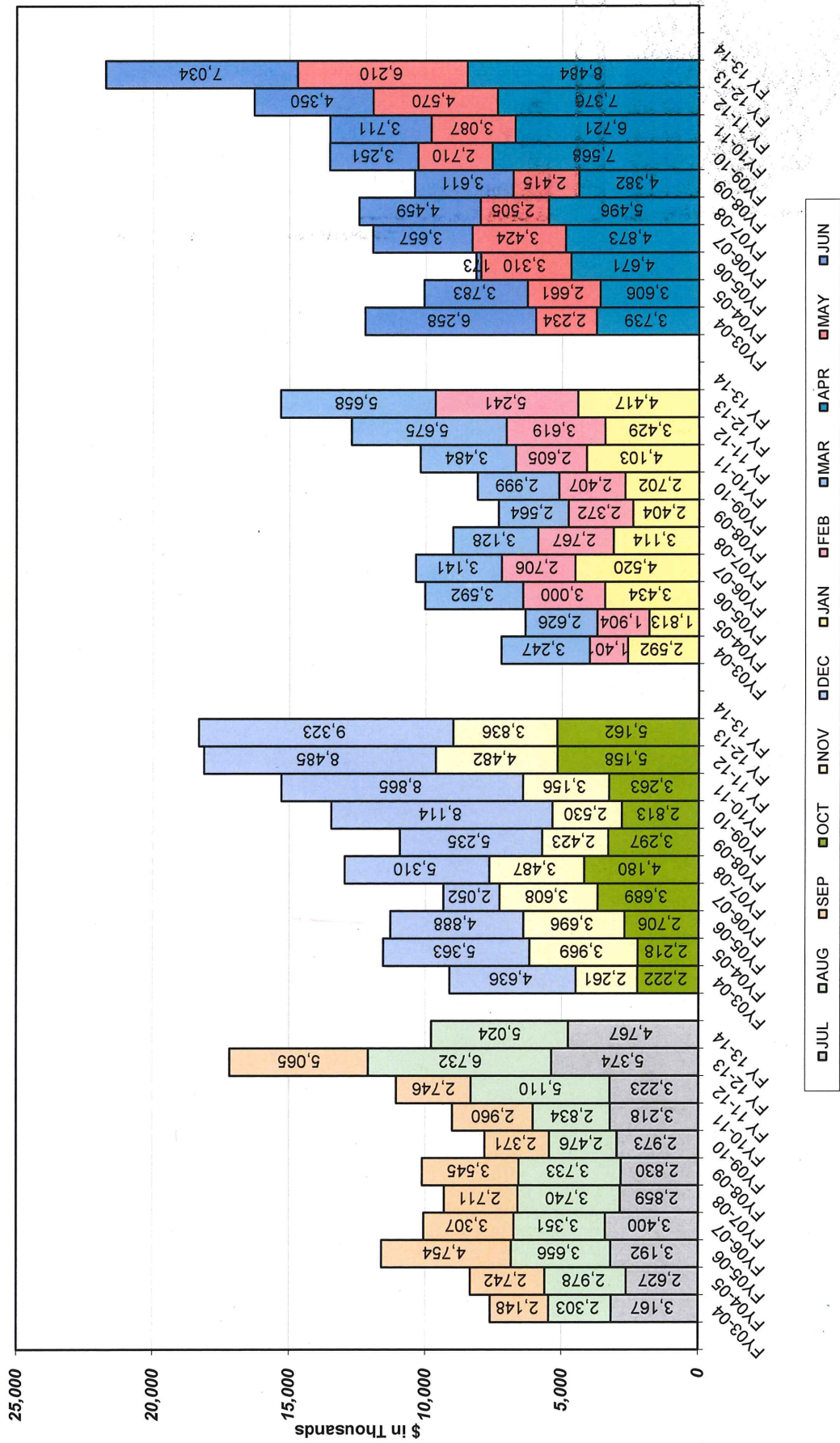
Glossary:

Char = Character	PY = Prior Year	YTD = Year To Date	CY = Current Year	FY = Fiscal Year
Highest level of Chart of Accounts	Last Fiscal Year	Accumulated monthly data	This Fiscal Year	July 1 to June 30
Revenue Variance	Expenditure Variance	% FY Elapsed	% FY Elapsed	Spend Rate
Difference between <i>current year revised budget</i> and <i>current year to date revenue budget</i>	Difference between <i>revised budget</i> and <i>actuals to date</i> including encumbrances	Percentage of the fiscal year gone at time of data collection	Percentage of the fiscal year gone at time of data collection	Percentage of the revised budget amount spent
		16.7 = 2 month, the number of pay periods vary from month to month	16.7 = 2 month, the number of pay periods vary from month to month	
		17.62 = 4.6 pay periods.	17.62 = 4.6 pay periods.	

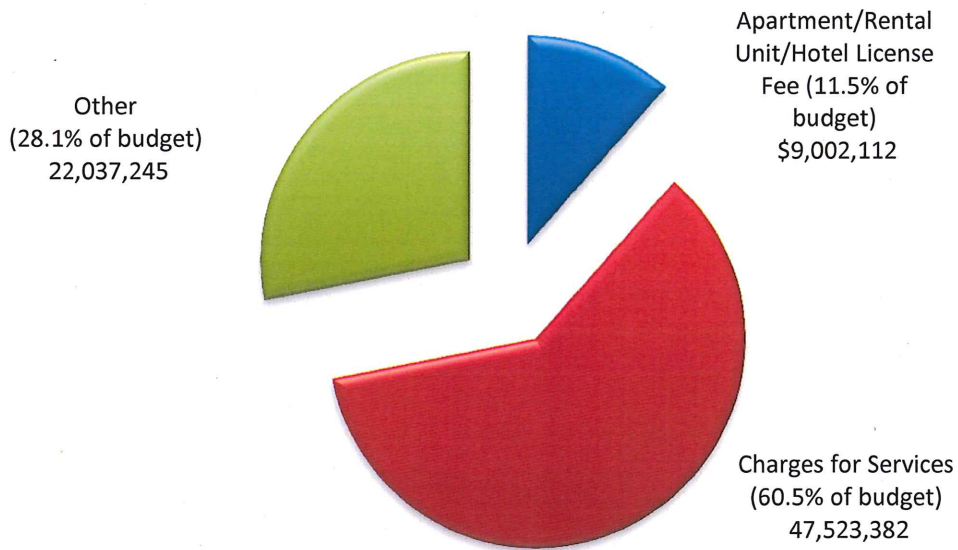
**DEPARTMENT OF BUILDING INSPECTION
REVENUE PROJECTION FOR FY 2013-14**

SOURCES OF REVENUE	REVENUE			PROJECTED TOTAL FY 2013-2014	VARIANCE
	REVISED BUDGET 2013-14	ACTUAL THRU 8/31/13	PROJECTION THROUGH YEAR-END		
PERMITS SERVICES					
61108 NOTICES	47,950	15,411	32,539	47,950	-
61109 POSTING NOTICES	9,786	0	9,786	9,786	-
61110 STREET NUMBERS	59,476	22,019	37,457	59,476	-
61112 CENTRAL PERMIT BUREAU FEES	2,402,381	83,064	2,319,317	2,402,381	-
61121 PERMIT EXTENSION FILLING	1,087	0	1,087	1,087	-
61180 PERMIT EXPEDITOR	37,288	78	37,210	37,288	-
SUB-TOTAL >>>>>>>>>>	2,557,968	120,572	2,437,396	2,557,968	-
PLAN REVIEW SERVICES					
61101 PLAN CHECKING	16,744,135	3,805,422	12,938,713	16,744,135	-
61102 PREMIUM PLAN REVIEW	305,752	138,034	167,718	305,752	-
61103 PREPLAN APPLICATION MEETING	117,104	30,481	86,623	117,104	-
61104 SUBPOENA	18,049	3,353	14,696	18,049	-
61105 APPLICATION EXTENSION	108,731	23,286	85,445	108,731	-
61150 MECHANICAL PERMIT	108,731	5,609	103,122	108,731	-
61170 SEISMIC RETROFITTING	78,721	13,486	65,235	78,721	-
61181 BOARD FEES	1,631	0	1,631	1,631	-
SUB-TOTAL >>>>>>>>>>	17,482,854	4,019,671	13,463,183	17,482,854	-
ADMINISTRATION/SUPPORT SERVICES					
30150 INTEREST INCOME	459,214	52,079	407,135	459,214	-
30310 UNREALIZED GAINS	0	0	-	0	-
60175 TTX-GENERAL GOVERNMENT	50,000	458	49,542	50,000	-
60199 OTHER GENERAL GOVERNMENT	0	0	-	0	-
60627 CURB RECONFIGURATION	0	0	-	0	-
61111 REPRODUCTION	6,300	402	5,898	6,300	-
61183 MICROFILM RELATED FEE	250,000	59,935	190,065	250,000	-
61184 RECORDS RETENTION FEE	372,500	75,961	296,539	372,500	-
61185 REPORT OF RESIDENTIAL RECORD FEE	900,000	272,475	627,525	900,000	-
61186 VACANT/ABANDONED BUILDINGS	108,731	9,945	98,786	108,731	-
61187 DEVELOPMENT FEE COLLECTION-ADMIN FEE	14,289	431	13,858	14,289	-
69999 OTHER OPERATING REVENUE	0	0	-	0	-
78901 OVERRRAGE (SHORTAGE)	0	0	-	0	-
78902 DBI--NON SUFFICIENT FUNDS	0	0	-	0	-
SUB-TOTAL >>>>>>>>>>	2,161,034	471,736	1,689,298	2,161,034	-
REVENUE TOTAL	\$ 56,984,708	9,790,734	47,193,974	56,984,708 \$	-
TRANSFER FROM STRONG MOTION	\$ -	-	0	0	-
CARRYFORWARD FOR ENCUMBRANCES	\$ -	-	-	-	-
TOTAL	\$ 56,984,708	9,790,734	47,193,974	56,984,708 \$	-

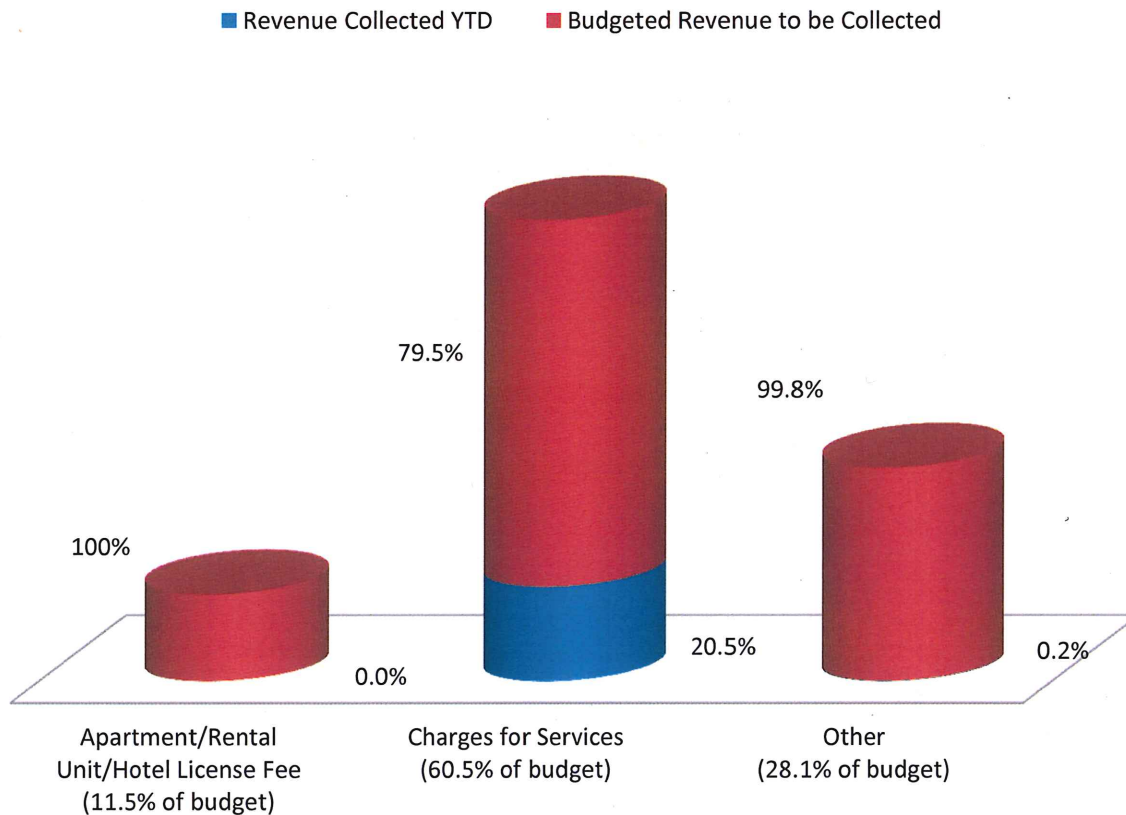
Department of Building Inspection
 Quarterly Comparison of Revenue
 Fiscal Years 2003 - 2014



FY 2013-14 Budget - Revenue



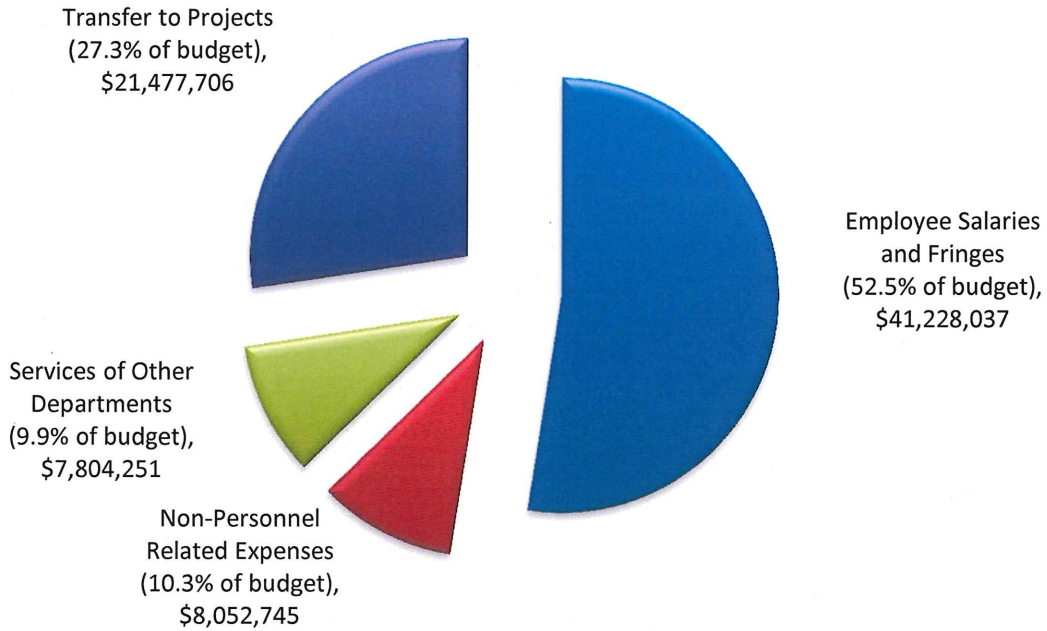
Revenue as of 8/31/13



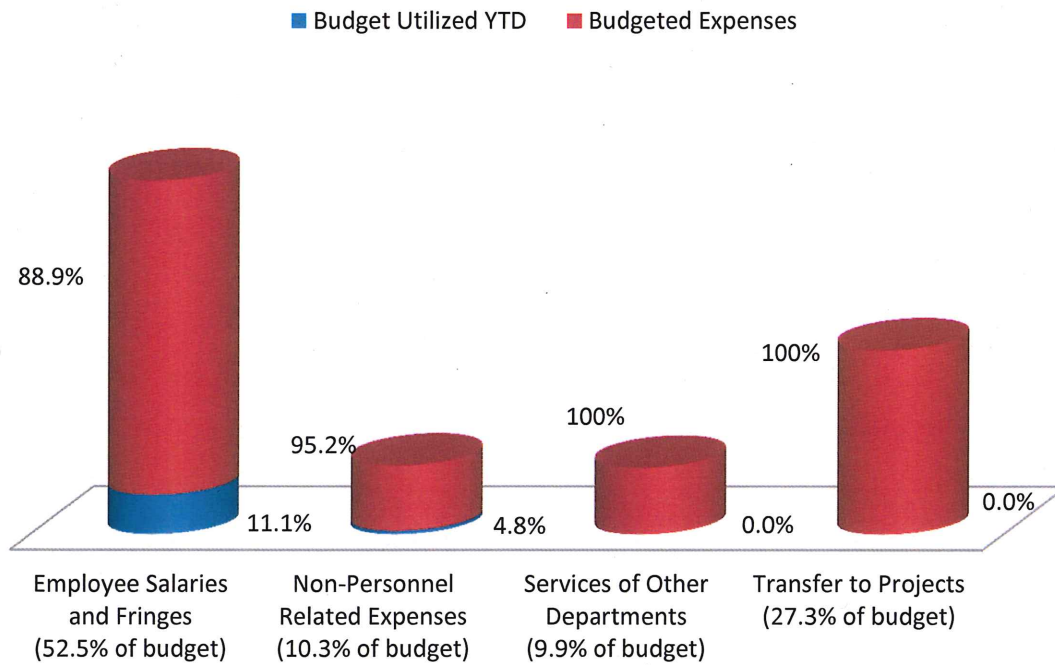
Other includes Interest & Investments, Fund Balance, Strong Motion, and Expenditure Recovery

Note: The percent of the fiscal year elapsed is 16.67%

FY 2012-13 Revised Budget - Expenses



Expenses as of 8/31/13



Non-Personnel Related Expenses includes Overhead, Non-Personal Services, Community Based Organization, Project Carryforward, Vehicles, and Materials & Supplies

Note: The percent of the fiscal year elapsed is 16.67%