

*BIC Meeting of
September 19, 2012*

Agenda Item #7a



DATE: September 19, 2012
 TO: Tom C. Hui, S.E., Acting Director, Department of Building Inspection
 FROM: Pamela Levin, Deputy Director, Administrative Services *Pamela Levin*
 RE: Financial Report YTD August 2012

Attached please find the financial performance report for operating revenues and expenditures through August 31, 2012. With only two months of actual revenues and expenditures, the Department is projecting that FY 2012-13 will close on budget. The following table outlines the Department's actual revenues, expenditures, and projections.

Revenues and Expenditures August-12				
	Revised Budget	YTD August 2012	Projected	Surplus/(Deficit)
Revenues				
Apartment/Rental Unit/Hotel License Fees	8,763,240	4,239	8,763,240	0
Interest & Investment	252,152	55,975	252,152	0
MOU - TJPA and Port	-	0	0	0
Charges for Services	40,733,951	11,988,465	40,933,951	200,000
Intrafund Transfer for DCU from Strong Motion	236,938	0	236,938	0
NSF Checks	0	0	0	0
Total Operating Revenues	49,986,281	12,048,679	50,186,281	200,000
Carryforward for Encumbrances		0	0	0
Use of / Return to Fund Balance	<u>22,892</u>	<u>22,892</u>	<u>22,892</u>	<u>0</u>
Total Other Revenues	22,892	22,892	22,892	0
Total Revenues	50,009,173	12,071,571	50,209,173	200,000
Refunds	0	(6,124)	(200,000)	(200,000)
Total Revenues Net of Refunds	50,009,173	12,065,447	50,009,173	0
Expenditures				
Employee Salaries and Fringes	37,116,749	4,279,808	37,116,749	0
Overhead	742,252	0	742,252	0
Non-Personal Services	1,547,564	265,427	1,547,564	0
Community Based Organizations	1,767,612	24,941	1,767,612	0
Materials & Supplies	562,048	23,792	562,048	0
Capital Outlay	300,000	0	300,000	0
Project Carryforward	-	0	0	0
Services of Other Departments	7,303,744	13,215	7,303,744	0
Expenditure Recovery	(190,825)	0	(190,825)	0
Operating Transfers Out	0	0	0	0
Intrafund Transfers Out	859,447	0	859,447	0
Unappropriated Revenue	<u>582</u>	<u>0</u>	<u>582</u>	<u>0</u>
Total Expenditures	50,009,173	4,607,183	50,009,173	0
Balance				0

Revenues

Year-to-date revenues net of refunds through August 2012 are \$3.71 million more than the same time last year – which is an increase of 44.51% year over year.

YTD August 2012	YTD August 2011	\$ Variance	% Variance
\$12,042,555	\$8,333,142	\$3,709,413	44.51%

A year-over-year comparison of the valuation of issued permits shows an increase of \$212.30 million between FY 2012 and FY 2013 or 48.36%. The Department is processing projects with a higher valuation in FY 2013, as compared to FY 2012. The distribution of issued permit by construction cost between years is as follows:

Valuation in \$	Number of Issued Permits		Change	% Change
	YTD 2012	YTD 2013		
0-499	1,294	1417	123	9.51%
500-1,999	341	327	-14	-4.11%
2,000- 9,999	1,329	1302	-27	-2.03%
10,000 – 49,999	1,241	1396	155	12.49%
50,000-99,999	264	323	59	22.35%
100,000-499,999	275	340	65	23.64%
500,000-999,999	36	71	35	97.22%
1,000,000 or more	39	53	14	35.90%
Total Permit	4,819	5,229	410	8.51%

Total Valuation	\$ 438,993,235	\$ 651,289,033	\$ 212,295,797	48.36%
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When August 2011 is compared with August 2012, there was an increase in large valuation projects.

Valuation in \$	Number of Issued Permits		Change	% Change
	Aug-11	Aug-12		
0-499	392	740	348	88.78%
500-1,999	101	175	74	73.27%
2,000- 9,999	326	651	325	99.69%
10,000 – 49,999	363	724	361	99.45%
50,000-99,999	82	173	91	110.98%
100,000-499,999	80	185	105	131.25%
500,000-999,999	17	42	25	147.06%
1,000,000 or more	14	32	18	128.57%
Total Permit	1,375	2,722	1,347	97.96%

Total Valuation	\$ 317,748,725	\$ 412,725,701	\$ 94,976,976	29.89%
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Expenditures

Year-to-date expenditures through August 2012 are \$0.40 million more than the same time last year – which is an increase of 8.72% year over year.

YTD August 2012	YTD August 2011	\$ Variance	% Variance
\$4,607,183	\$4,237,716	\$369,467	8.72%

This increase is due to a living cost adjustment given to the Community Based Organizations for work in association with SRO and CEOP programs that DBI administer.

Hiring

We are still on track, with a few exceptions, to fill 63 positions by January 2013. An updated hiring plan, which was originally presented to the Board of Supervisor's Budget Committee in July 2012, is attached. We will keep the commission informed of our progress.

DEPARTMENT OF BUILDING INSPECTION
MONTHLY REPORT AUGUST 2012

REVENUES

Char Description	Aug-12		FY 2011-12	
	PY Current Month	Prior YTD Revenue	PY Actual Revenue	
200 Apartment/Rental Unit/Hotel License Fee	32,424	62,846	8,266,819	
300 Interest & Investment			502,627	
MOU - T.J.P.A and Port				
600 Charges for Services	5,088,178	8,285,065	49,630,922	
950 Intrafund Transfer for DCU from Strong Motion Increase/(Decrease) to Deferred Credit Account			236,938	
Total Operating Revenues	5,120,602	8,347,911	58,637,306	

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

Total Revenues	5,120,602	8,347,911	58,637,306	
Refunds	(10,174)	(14,769)	(183,468)	
Total Revenues Net of Refunds	5,110,428	8,333,142	58,453,838	

EXPENDITURES

Char Description	Aug-12		FY 2011-12	
	PY Current Month	Prior YTD Expenditures	PY Actual Expenditures	
001-013 Employee Salaries and Fringes	2,289,042	4,173,161	30,174,928	
020 Overhead				
021 Non-Personal Services	108,899	224,738	632,972	
038. Community Based Organizations	63,413	(209,145)	1,446,438	
040 Materials & Supplies	48,899	48,962	258,164	
060 Capital Outlay				
069 Project Carryforward				
081 Services of Other Departments			5,965,024	
086 Expenditure Recovery			(176,349)	
091 Operating Transfers Out				
095 Intrafund Transfers Out				
098 Unappropriated Revenue			3,850,000	
Use of other project expenditure authority				
Total Expenditures	2,510,253	4,237,716	42,151,177	

Balance 0

Glossary:

Char = Character
Highest level of Chart of Accounts

Revenue Variance
Difference between *current year revised budget* and *current year to date revenue*

Expenditure Variance
Difference between *revised budget* and *actuals to date* including encumbrances

% FY Elapsed
Percentage of the fiscal year gone at time of data collection
16.7 = 2 month, the number of pay periods vary from month to month
17.62 = 4.6 pay periods.

Spend Rate
Percentage of the *revised budget* amount spent

CY Original Budget	FY 2012-13		Aug-13		FY 2012-13		Projected Revenue Variance
	CY Revised Budget	CY Current Month	CY Current Month	Current YTD Revenue	Projected Total	Projected Total	
8,763,240	8,763,240	3,927	3,927	4,239	8,763,240	8,763,240	-
252,152	252,152	-	-	55,975	252,152	252,152	-
40,733,951	40,733,951	6,667,229	6,667,229	11,988,465	40,933,951	40,933,951	200,000
236,938	236,938				236,938	236,938	-
49,986,281	49,986,281	6,671,156	6,671,156	12,048,679	50,186,281	50,186,281	200,000

22,892	22,892	22,892	22,892	22,892	22,892	22,892	-
22,892	22,892	22,892	22,892	22,892	22,892	22,892	-

50,009,173	50,009,173	6,694,048	6,694,048	12,071,571	50,209,173	50,209,173	200,000
50,009,173	50,009,173	(2,811)	(2,811)	(6,124)	(200,000)	(200,000)	(200,000)
50,009,173	50,009,173	6,691,237	6,691,237	12,065,447	50,009,173	50,009,173	0

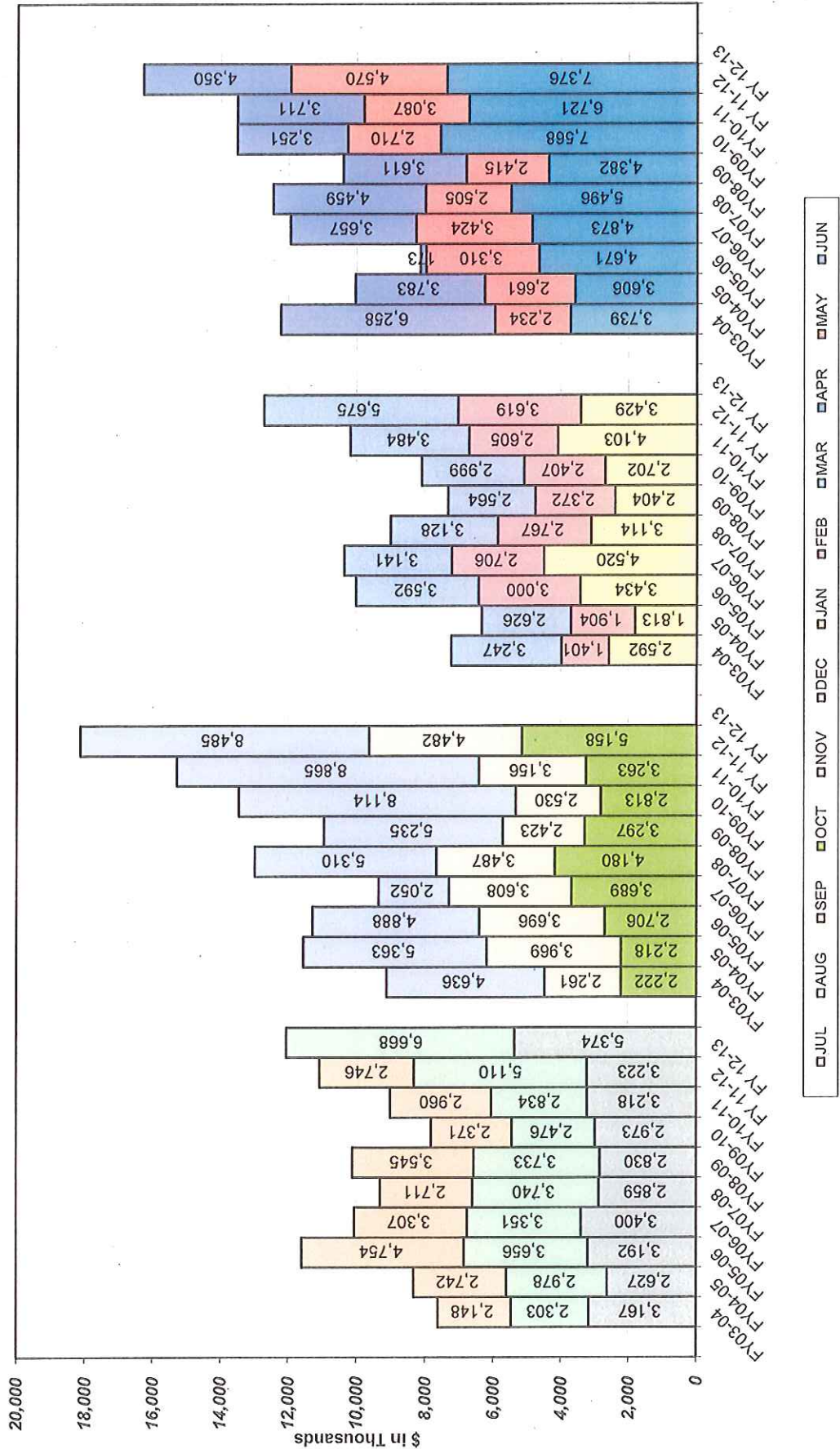
CY Original Budget	FY 2012-13		Aug-13		FY 2012-13		Projected Expenditure Variance
	CY Revised Budget	CY Current Month	CY Current Month	Actuals to Date	Projected Total	Projected Total	
37,116,749	37,116,749	2,453,547	2,453,547	4,279,808	37,116,749	37,116,749	-
742,252	742,252				742,252	742,252	-
1,547,564	1,547,564	133,510	133,510	265,427	1,547,564	1,547,564	-
1,767,612	1,767,612	24,941	24,941	24,941	1,767,612	1,767,612	-
562,048	562,048	20,344	20,344	23,792	562,048	562,048	-
300,000	300,000				300,000	300,000	-
7,303,744	7,303,744	13,215	13,215	13,215	7,303,744	7,303,744	-
(190,825)	(190,825)				(190,825)	(190,825)	-
859,447	859,447				859,447	859,447	-
582	582				582	582	-
50,009,173	50,009,173	2,645,557	2,645,557	4,607,183	50,009,173	50,009,173	0

PY = Prior Year Last Fiscal Year
YTD = Year To Date Accumulated monthly data
CY = Current Year This Fiscal Year
FY = Fiscal Year July 1 to June 30

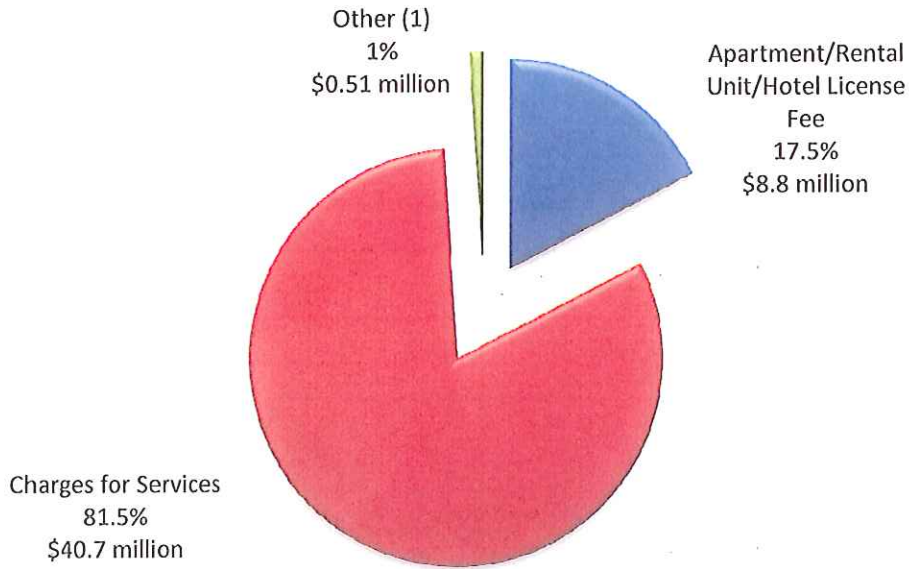
DEPARTMENT OF BUILDING INSPECTION
REVENUE PROJECTION FOR FY 2011-12

SOURCES OF REVENUE	REVISED BUDGET 2011-12	ACTUAL THRU 08/31/12	PROJECTION THROUGH YEAR-END	PROJECTED TOTAL FY 2011-2012	VARIANCE
INSPECTION SERVICES					
61115 BUILDING PERMITS	9,098,262	2,699,604	6,398,658	9,098,262	-
61116 PENALTIES & VIOLATIONS -- BID	600,000	86,026	513,974	600,000	-
61117 ADDITIONAL BUILDING INSPECTIONS	871,400	46,926	824,474	871,400	-
61118 RESIDENTIAL INSPECTIONS REPORTS	73,100	50,600	22,500	73,100	-
61119 OFF-HOURS BUILDING INSPECTION	38,800	0	38,800	38,800	-
61120 ENERGY INSPECTIONS	245,000	58,586	186,414	245,000	-
61130 PLUMBING PERMIT ISSUANCE FEE	3,154,240	660,707	2,493,533	3,154,240	-
61131 PENALTIES--PLUMBING PERMIT	200,000	13,468	186,532	200,000	-
61132 PLUMBING INSPECTION	323,771	45,461	278,310	323,771	-
61133 OFF-HOURS PLUMBING INSPECTION	26,500	9,520	16,980	26,500	-
61135 MECHANICAL PERMIT ISSUANCE FEE	293,900	53,350	240,550	293,900	-
61140 ELECTRICAL INSPECTION	4,511,469	1,115,716	3,395,753	4,511,469	-
61141 PENALTIES--ELECTRICAL PERMIT	124,400	16,380	108,020	124,400	-
61142 ADDITIONAL ELECTRICAL INSPECTION	737,200	56,123	681,077	737,200	-
61143 OFF-HOURS ELECTRICAL INSPECTION	406,700	11,560	395,140	406,700	-
61144 SIGN PERMIT	22,800	6,880	15,920	22,800	-
61152 ADDITIONAL--MECHANICAL	500	0	500	500	-
61155 BOILER PERMIT	300,000	65,947	234,053	300,000	-
61156 BOILER PERMIT PENALTIES	15,000	0	15,000	15,000	-
61157 ADDITIONAL BOILER INSPECTION	0	0	0	0	-
61158 OFF-HOURS BOILER INSPECTION	0	0	0	0	-
69999 OTHER OPERATING REVENUE	0	0	0	0	-
SUB-TOTAL >>>>>>>>>>>>	21,043,042	4,996,854	16,046,188	21,043,042	-
HOUSING INSPECTION/CODE ENFORCEMENT					
20931 APARTMENT LICENSE FEE	6,760,674	2,502	6,758,172	6,760,674	-
61160 HOTEL LICENSE FEE	373,693	154	373,539	373,693	-
61161 1 & 2 FAMILY RENTAL FEE	1,531,660	543	1,531,117	1,531,660	-
61162 HOTEL CONVERSION ORDINANCE	97,213	1,040	96,173	97,213	-
61163 RESIDENTIAL HOTEL PRESERVATION	0	0	-	0	-
61165 CODE ENFORCEMENT--CED	500,000	65,343	434,657	500,000	-
61167 CODE ENFORCEMENT--ASSESSMENT FE	273,400	66,405	204,995	273,400	-
61168 CODE ENFORCEMENT--CA LITIGATION	500,000	499,657	343	500,000	-
61169 CODE ENFORCEMENT--LEAD ABATEMENT	0	0	-	0	-
63592 INTERIOR LEAD ABATEMENT FEES	1,500	0	1,500	1,500	-
SUB-TOTAL >>>>>>>>>>>>	10,038,140	637,644	9,400,496	10,038,140	-

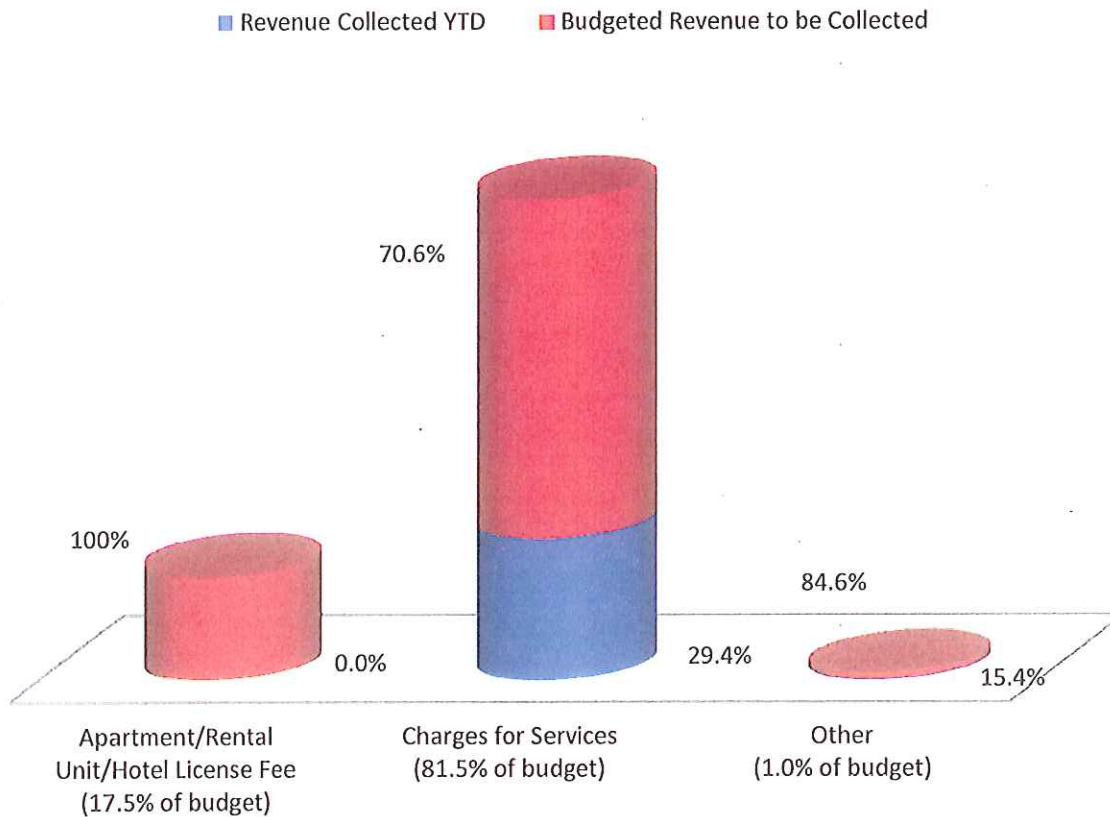
Department of Building Inspection
 Quarterly Comparison of Revenue
 Fiscal Years 2003 - 2013



FY 2012-13 Revised Budget - Revenue

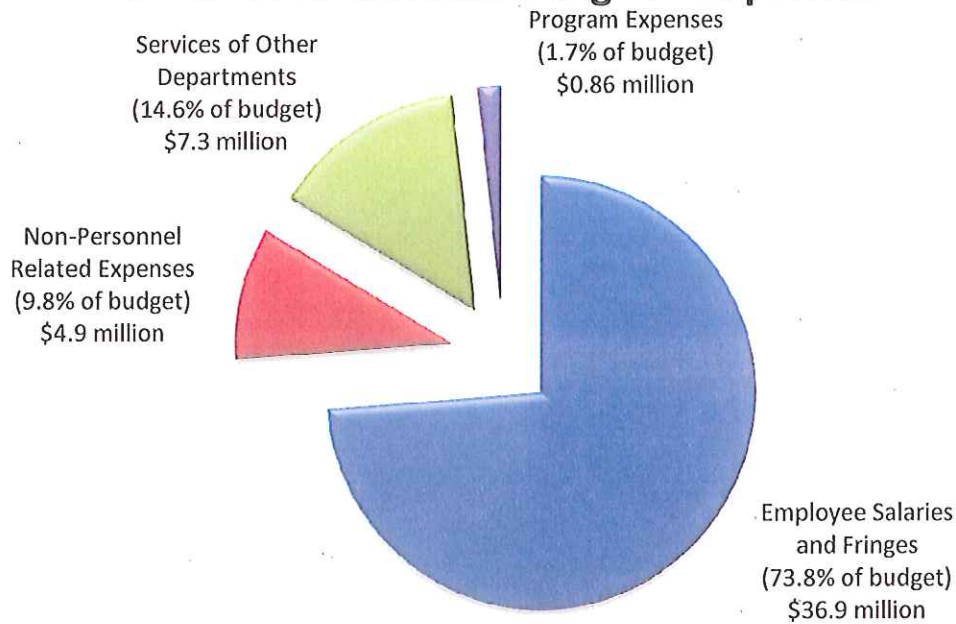


Revenue as of 8/31/12

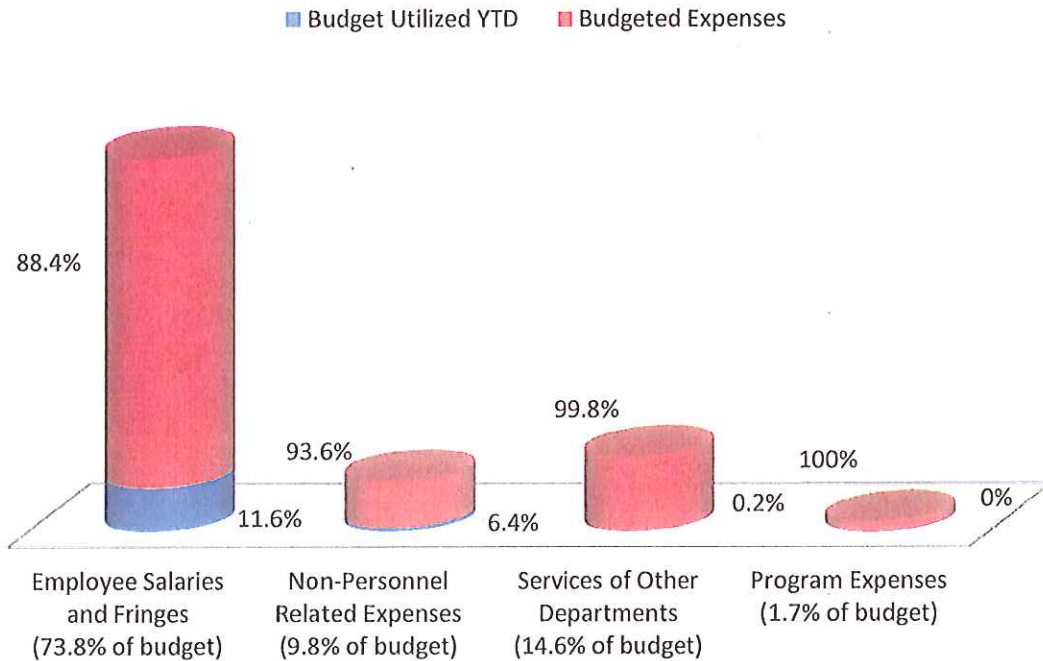


Other includes Interest & Investments, Fund Balance, Strong Motion, and Expenditure Recovery
 Note: The percent of the fiscal year elapsed is 16.67%

FY 2012-13 Revised Budget - Expenses



Expenses as of 8/31/12



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%

Hiring Plan
(Updated as of September 11, 2012)

Prog	Job Class	Job Class Title	Target Fill Date	Total	Recruitment Status
Administrative Services	1244	Senior Personnel Analyst	11/1/2012	1	Pending receipt of referral; Rule of ten
	1042	IS Engineer-Journey	1/1/2013	1	Pending development of Position Based Testing
	1043	IS Engineer-Senior	1/1/2013	1	Pending development of Position Based Testing
	1408	Principal Clerk	7/1/2012	3	Positions filled on August 6, 2012
	1426	Senior Clerk Typist	11/1/2012	2	Pending receipt of referral; Rule of ten
	Subtotal			8	
Housing Inspection/Code Enforcement	1446	Secretary II	1/1/2013	1	Pending receipt of referral; Rule of ten
	1410	Chief Clerk	1/1/2013	1	Recruitment on hold pending development of new classification
	1426	Senior Clerk Typist	11/1/2012	3	Pending receipt of referral; Rule of ten
	6270	Housing Inspector	11/1/2012	6	Pending development of Position Based Testing
	6331	Building Inspector	11/1/2012	3	Exam announcement issued on 8/31/2012; Closes on 9/14/2012; Rule of three
	6334	Chief Building Inspector	11/1/2012	1	Exam announcement issued on 8/31/2012; Closes on 9/14/2012; Rule of three
	Subtotal			15	
Inspection Services	1424	Clerk Typist	11/1/2012	1	Pending receipt of referral; Rule of ten
	1426	Senior Clerk Typist	11/1/2012	3	Pending receipt of referral; Rule of ten
	6242	Plumbing Inspector	11/1/2012	2	Pending development of Position Based Testing
	6246	Senior Plumbing Inspectic	11/1/2012	1	Pending development of Position Based Testing
	6248	Electrical Inspector	1/1/2013	5	Pending development of Position Based Testing
	6331	Building Inspector	11/1/2012	2	Exam announcement issued on 8/31/2012; Closes on 9/14/2012; Rule of three
	6334	Chief Building Inspector	11/1/2012	1	Exam announcement issued on 8/31/2012; Closes on 9/14/2012; Rule of three
	Subtotal			15	
Permit Services	1406	Senior Clerk	11/1/2012	2	Pending receipt of referral; Rule of ten
	1408	Principal Clerk	7/1/2012	3	Position filled on August 6, 2012
	1410	Chief Clerk	1/1/2013	3	Recruitment on hold pending development of new classification
	1424	Clerk Typist	11/1/2012	1	Pending receipt of referral; Rule of ten
	5203	Assistant Engineer	7/1/2012	1	Position filled on July 9, 2012
	5207	Associate Engineer	11/1/2012	3	Pending receipt of referral; Rule of three
	5214	Building Plans Engineer	11/1/2012	2	Pending receipt of referral; Rule of Seven
	5241	Engineer	1/1/2013	2	Pending receipt of referral; Rule of three
	6331	Building Inspector	11/1/2012	5	Exam announcement issued on 8/31/2012; Closes on 9/14/2012; Rule of three
	6333	Senior Building Inspector	11/1/2012	2	Exam announcement issued on 8/31/2012; Closes on 9/14/2012; Rule of three
6334	Chief Building Inspector	11/1/2012	1	Exam announcement issued on 8/31/2012; Closes on 9/14/2012; Rule of three	
	Subtotal			25	
	Grand Total				63

Target fill date is an estimate provide to the Budget Committee in July, 2012.