

MS Real Estate Appraiser Licensing & Certification Bd. 2506 Lakeland Drive, Suite 300 Flowood, MS 39232

Robert Praytor, Administrator

AGENCY ADDRESS CHIEF EXECUTIVE OFFICER

	Actual Expenses FY Ending June 30, 2014	Estimate Expenses FY Ending June 30, 2015	Requested for FY Ending June 30, 2016	Requested Increase (+) or Decrease (-) FY 2016 vs. FY 2015 (Col. 3 vs. Col. 2)	
				AMOUNT	PERCENT
I. A. PERSONAL SERVICES					
1. Salaries, Wages & Fringe Benefits (Base)	213,066	224,050	224,050		
a. Additional Compensation					
b. Proposed Vacancy Rate (Dollar Amount)					
c. Per Diem	3,560	7,500	7,500		
Total Salaries, Wages & Fringe Benefits	216,626	231,550	231,550		
2. Travel					
a. Travel & Subsistence (In-State)	7,847	10,000	10,000		
b. Travel & Subsistence (Out-of-State)	22,456	22,000	35,000	13,000	59.09%
c. Travel & Subsistence (Out-of-Country)					
Total Travel	30,303	32,000	45,000	13,000	40.62%
B. CONTRACTUAL SERVICES (Schedule B):					
a. Tuition, Rewards & Awards	6,225	7,000	7,000		
b. Communications, Transportation & Utilities	2,173	9,000	9,000		
c. Public Information		200	200		
d. Rents		17,800	17,800		
e. Repairs & Service	186	2,000	2,000		
f. Fees, Professional & Other Services	19,000	54,686	60,000	5,314	9.71%
g. Other Contractual Services	611	2,420	2,420		
h. Data Processing	7,671	32,200	30,000	(2,200)	(6.83%)
i. Other					
Total Contractual Services	35,866	125,306	128,420	3,114	2.48%
C. COMMODITIES (Schedule C):					
a. Maintenance & Construction Materials & Supplies					
b. Printing & Office Supplies & Materials	3,649	10,000	10,000		
c. Equipment, Repair Parts, Supplies & Accessories	492	1,400	1,400		
d. Professional & Scientific Supplies & Materials					
e. Other Supplies & Materials	1,428	3,200	3,200		
Total Commodities	5,569	14,600	14,600		
D. CAPITAL OUTLAY:					
1. Total Other Than Equipment (Schedule D-1)					
2. Equipment (Schedule D-2):					
b. Road Machinery, Farm & Other Working Equipment					
c. Office Machines, Furniture, Fixtures & Equipment					
d. IS Equipment (Data Processing & Telecommunications)		6,300	15,000	8,700	138.09%
e. Equipment - Lease Purchase					
f. Other Equipment					
Total Equipment (Schedule D-2)		6,300	15,000	8,700	138.09%
3. Vehicles (Schedule D-3)					
4. Wireless Comm. Devices (Schedule D-4)					
E. SUBSIDIES, LOANS & GRANTS (Schedule E):					
TOTAL EXPENDITURES	288,364	409,756	434,570	24,814	6.05%
II. BUDGET TO BE FUNDED AS FOLLOWS:					
Cash Balance-Unencumbered	108,297	191,903	132,147	(59,756)	(31.13%)
General Fund Appropriation (Enter General Fund Lapse Below)					
State Support Special Funds					
Federal Funds _____ Other Special Funds (Specify) _____					
Real Estate Appraiser Fees	371,970	300,000	350,000	50,000	16.66%
Real Estate Appraisal Mgmt Company Fees		50,000	100,000	50,000	100.00%
Less: Estimated Cash Available Next Fiscal Period	(191,903)	(132,147)	(147,577)	15,430	11.67%
TOTAL FUNDS (equals Total Expenditures above)	288,364	409,756	434,570	24,814	6.05%
GENERAL FUND LAPSE					
III. PERSONNEL DATA					
Positions Authorized in Appropriation Bill	Permanent: Full Time: 4	4	4		
	Part Time:				
	Time-Limited: Full Time:				
	Part Time:				
Average Annual Vacancy Rate (Percentage)	Permanent: Full Time:				
	Part Time:				
	Time-Limited: Full Time:				
	Part Time:				

Approved by: _____
Official of Board or Commission

Budget Officer: Marcy Rideout / mrideout@mrec.state.ms.us

Phone Number: 601 932-6770

Submitted by: _____
Name

Title: Robert Praytor, Administrator

Date: July 31, 2014

REQUEST BY FUNDING SOURCE

Name of Agency MS Real Estate Appraiser Licensing & Certification Bd.

Specify Funding Sources As Shown Below	FY 2014 Actual Amount	% Of Line Item	% Of Total Budget	FY 2015 Estimated Amount	% Of Line Item	% Of Total Budget	FY 2016 Requested Amount	% Of Line Item	% Of Total Budget
1. General State Support Special (Specify)									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. Hurricane Disaster Reserve Fund									
7. Capital Expense Fund									
8.									
9. Federal Other Special (Specify)									
10. Real Estate Appraiser Fees	216,626	100.00%		231,550	100.00%		231,550	100.00%	
11. Real Estate Appraisal Mgmt Company Fees									
12.									
13.									
Total Salaries	216,626		75.12%	231,550		56.50%	231,550		53.28%
1. General State Support Special (Specify)									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. Hurricane Disaster Reserve Fund									
7. Capital Expense Fund									
8.									
9. Federal Other Special (Specify)									
10. Real Estate Appraiser Fees	30,303	100.00%		32,000	100.00%		45,000	100.00%	
11. Real Estate Appraisal Mgmt Company Fees									
12.									
13.									
Total Travel	30,303		10.50%	32,000		7.80%	45,000		10.35%
1. General State Support Special (Specify)									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. Hurricane Disaster Reserve Fund									
7. Capital Expense Fund									
8.									
9. Federal Other Special (Specify)									
10. Real Estate Appraiser Fees	35,866	100.00%		125,306	100.00%		128,420	100.00%	
11. Real Estate Appraisal Mgmt Company Fees									
12.									
13.									
Total Contractual	35,866		12.43%	125,306		30.58%	128,420		29.55%
1. General State Support Special (Specify)									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. Hurricane Disaster Reserve Fund									
7. Capital Expense Fund									
8.									
9. Federal Other Special (Specify)									
10. Real Estate Appraiser Fees	5,569	100.00%		14,600	100.00%		14,600	100.00%	
11. Real Estate Appraisal Mgmt Company Fees									
12.									
13.									
Total Commodities	5,569		1.93%	14,600		3.56%	14,600		3.35%

Name of Agency MS Real Estate Appraiser Licensing & Certification Bd.

Specify Funding Sources As Shown Below	FY 2014 Actual Amount	% Of Line Item	% Of Total Budget	FY 2015 Estimated Amount	% Of Line Item	% Of Total Budget	FY 2016 Requested Amount	% Of Line Item	% Of Total Budget
1. General State Support Special (Specify)									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. Hurricane Disaster Reserve Fund									
7. Capital Expense Fund									
8.									
9. Federal Other Special (Specify)									
10. Real Estate Appraiser Fees									
11. Real Estate Appraisal Mgmt Company Fees									
12.									
13.									
Total Other Than Equipment									
1. General State Support Special (Specify)									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. Hurricane Disaster Reserve Fund									
7. Capital Expense Fund									
8.									
9. Federal Other Special (Specify)									
10. Real Estate Appraiser Fees				6,300	100.00%		15,000	100.00%	
11. Real Estate Appraisal Mgmt Company Fees									
12.									
13.									
Total Equipment				6,300		1.53%	15,000		3.45%
1. General State Support Special (Specify)									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. Hurricane Disaster Reserve Fund									
7. Capital Expense Fund									
8.									
9. Federal Other Special (Specify)									
10. Real Estate Appraiser Fees									
11. Real Estate Appraisal Mgmt Company Fees									
12.									
13.									
Total Vehicles									
1. General State Support Special (Specify)									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. Hurricane Disaster Reserve Fund									
7. Capital Expense Fund									
8.									
9. Federal Other Special (Specify)									
10. Real Estate Appraiser Fees									
11. Real Estate Appraisal Mgmt Company Fees									
12.									
13.									
Total Wireless Comm. Devices									

REQUEST BY FUNDING SOURCE

Name of Agency MS Real Estate Appraiser Licensing & Certification Bd.

Specify Funding Sources As Shown Below	FY 2014 Actual Amount	% Of Line Item	% Of Total Budget	FY 2015 Estimated Amount	% Of Line Item	% Of Total Budget	FY 2016 Requested Amount	% Of Line Item	% Of Total Budget
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. Hurricane Disaster Reserve Fund									
7. Capital Expense Fund									
8.									
9. Federal _____ Other Special (Specify) _____									
10. Real Estate Appraiser Fees									
11. Real Estate Appraisal Mgmt Company Fees									
12.									
13.									
Total Subsidies, Loans & Grants									
1. General _____ State Support Special (Specify) _____									
2. Budget Contingency Fund									
3. Education Enhancement Fund									
4. Health Care Expendable Fund									
5. Tobacco Control Fund									
6. Hurricane Disaster Reserve Fund									
7. Capital Expense Fund									
8.									
9. Federal _____ Other Special (Specify) _____									
10. Real Estate Appraiser Fees	288,364	100.00%		409,756	100.00%		434,570	100.00%	
11. Real Estate Appraisal Mgmt Company Fees									
12.									
13.									
TOTAL	288,364		100.00%	409,756		100.00%	434,570		100.00%

SPECIAL FUNDS DETAIL

MS Real Estate Appraiser Licensing & Certification Bd.
Name of Agency

S. STATE SUPPORT SPECIAL FUNDS		(1) Actual Revenues FY 2014	(2) Estimated Revenues FY 2015	(3) Requested Revenues FY 2016
Source (Fund Number)	Detailed Description of Source			
	Cash Balance-Unencumbered			
Budget Contingency Fund	BCF - Budget Contingency Fund			
Education Enhancement Fund	EEF - Education Enhancement Fund			
Health Care Expendable Fund	HCEF - Health Care Expendable Fund			
Tobacco Control Fund	TCF - Tobacco Control Fund			
Hurricane Disaster Reserve Fund	HDRF - Hurricane Disaster Reserve Fund			
Capital Expense Fund	CEF - Capital Expense Fund			
Section S TOTAL				

A. FEDERAL FUNDS*		Percentage Match Requirement		(1) Actual Revenues FY 2014	(2) Estimated Revenues FY 2015	(3) Requested Revenues FY 2016
Source (Fund Number)	Detailed Description of Source	FY 2015	FY 2016			
	Cash Balance-Unencumbered					
Section A TOTAL						

B. OTHER SPECIAL FUNDS (NON-FED'L)		(1) Actual Revenues FY 2014	(2) Estimated Revenues FY 2015	(3) Requested Revenues FY 2016
Source (Fund Number)	Detailed Description of Source			
	Cash Balance-Unencumbered	108,297	191,903	132,147
Real Estate Appraiser Fees (3836)	Application, License, Renewal Fees	371,970	300,000	350,000
Real Estate Appraisal Mgmt Company	Appraiser Mgmt Co Registration/Renewal Fees		50,000	100,000
Section B TOTAL		480,267	541,903	582,147

Section S + A + B TOTAL		480,267	541,903	582,147
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C. TREASURY FUND/BANK ACCOUNTS*			(1) Reconciled Balance as of 6/30/14	(2) Balance as of 6/30/15	(3) Balance as of 6/30/16
Name of Fund/Account	Fund/Account Number	Name of Bank (If Applicable)			
MAB Checking	4320023607	BankPlus	4,000	4,000	4,000
MAB Federal Registry Checking	4320023617	BankPlus	1,000	1,000	1,000
Special Fund 3836	3836	State Treasury	186,903	127,147	142,577

* Any non-federal funds that have restricted uses must be identified and narrative of restrictions attached.

**NARRATIVE OF SPECIAL FUNDS DETAIL
AND TREASURY FUND/BANK ACCOUNTS**

MS Real Estate Appraiser Licensing & Certification Bd.

Name of Agency

OTHER SPECIAL FUNDS

Funding for the MS Real Estate Appraiser Licensing & Certification Board (MAB) is derived primarily from fees paid by the licensees of MS. Fees are collected from applicants and licensees for application, license, and license renewal/penalty. Revenue is received from licensees, continuing education providers, and the general public for miscellaneous items such as continuing education course approvals, certifications of licensure, labels, copies, etc. Legislation was passed effective 7/1/2012 giving the MAB approval for registration and renewal of appraisal management companies (AMCs). Fees paid by the AMCs will create a new source of revenue for the MAB.

The MAB has experienced a significant decrease in the number of applicants and licensees since January, 2008, when the educational requirements to obtain an appraiser's license were changed dramatically by the Federal Appraisal Qualifications Board. The MAB requested a fee increase during the 2012 legislative session to allow the agency to remain solvent and fiscally able to enforce the state statute as promulgated in the MS Code. The license/renewal fee was not increased, but the Legislature raised the registration fee for AMCs from \$500/year to \$1,000/year with authority to increase the fees to \$1,500/year after July 1, 2015.

Revenue projections for FY'2016 are based on historical data for licensees and anticipation of approximately 100 AMC registrations.

TREASURY FUND/BANK

Fees collected are deposited daily into the MAB clearing account at BankPlus. When receipts are in excess of \$1000, or at least weekly, these funds are transferred to the State Treasury account.

Federal law requires that a \$40.00/year fee be collected from each licensee on active status. These fees are collected by the Board and deposited into the national (federal) registry checking account, which is maintained by the Board. These fees are remitted to the Appraisal Subcommittee monthly as invoiced by the Subcommittee. These fees are only held for the Appraisal Subcommittee, so they have no impact on the MAB budget.

CONTINUATION AND EXPANDED REQUEST

MS Real Estate Appraiser Licensing & Certification Bd.

Program No. _____ of _____ I. Programs

AGENCY

SUMMARY OF ALL PROGRAMS

PROGRAM

	FY 2014 Actual				
	(1) General	(2) State Support Special	(3) Federal	(4) Other Special	(5) Total
Salaries, Wages, Fringe				216,626	216,626
Travel				30,303	30,303
Contractual Services				35,866	35,866
Commodities				5,569	5,569
Other Than Equipment					
Equipment					
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total				288,364	288,364
No. of Positions (FTE)				4.00	4.00

	FY 2015 Estimate				
	(6) General	(7) State Support Special	(8) Federal	(9) Other Special	(10) Total
Salaries, Wages, Fringe				231,550	231,550
Travel				32,000	32,000
Contractual Services				125,306	125,306
Commodities				14,600	14,600
Other Than Equipment					
Equipment				6,300	6,300
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total				409,756	409,756
No. of Positions (FTE)				4.00	4.00

	FY 2016 Increase/Decrease for Continuation				
	(11) General	(12) State Support Special	(13) Federal	(14) Other Special	(15) Total
Salaries, Wages, Fringe					
Travel					
Contractual Services				3,114	3,114
Commodities					
Other Than Equipment					
Equipment				8,700	8,700
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total				11,814	11,814
No. of Positions (FTE)					

Note: FY2016 Total Request = FY2015 Estimated + FY2016 Incr(Decr) for Continuation + FY2016 Expansion/Reduction of Existing Activities + FY2016 New Activities.

CONTINUATION AND EXPANDED REQUEST

MS Real Estate Appraiser Licensing & Certification Bd.

Program No. _____ of 1 Programs

AGENCY

SUMMARY OF ALL PROGRAMS

PROGRAM

FY 2016 Expansion/Reduction of Existing Activities				
(16) General	(17) State Support Special	(18) Federal	(19) Other Special	(20) Total
Salaries, Wages, Fringe				
Travel			13,000	13,000
Contractual Services				
Commodities				
Other Than Equipment				
Equipment				
Vehicles				
Wireless Comm. Devs.				
Subsidies, Loans & Grants				
Total			13,000	13,000
No. of Positions (FTE)				

FY 2016 New Activities				
(21) General	(22) State Support Special	(23) Federal	(24) Other Special	(25) Total
Salaries, Wages, Fringe				
Travel				
Contractual Services				
Commodities				
Other Than Equipment				
Equipment				
Vehicles				
Wireless Comm. Devs.				
Subsidies, Loans & Grants				
Total				
No. of Positions (FTE)				

FY 2016 Total Request				
(26) General	(27) State Support Special	(28) Federal	(29) Other Special	(30) Total
Salaries, Wages, Fringe			231,550	231,550
Travel			45,000	45,000
Contractual Services			128,420	128,420
Commodities			14,600	14,600
Other Than Equipment				
Equipment			15,000	15,000
Vehicles				
Wireless Comm. Devs.				
Subsidies, Loans & Grants				
Total			434,570	434,570
No. of Positions (FTE)			4.00	4.00

Note: FY2016 Total Request = FY2015 Estimated + FY2016 Incr(Decr) for Continuation + FY2016 Expansion/Reduction of Existing Activities + FY2016 New Activities.

**SUMMARY OF PROGRAMS
FORM MBR-1-03sum**

MS Real Estate Appraiser Licensing & Certification Bd.
Agency Name

FUNDING REQUESTED FISCAL YEAR 2016

PROGRAM	GENERAL	ST.SUPP.SPECIAL	FEDERAL	OTHER SPECIAL	TOTAL
1. EXAM, LICENSURE & REGULATION				434,570	434,570
SUMMARY OF ALL PROGRAMS				434,570	434,570

CONTINUATION AND EXPANDED REQUEST

MS Real Estate Appraiser Licensing & Certification Bd.

Program No. 1 of 1 Programs

AGENCY

EXAM, LICENSURE & REGULATION
PROGRAM

	FY 2014 Actual				
	(1) General	(2) State Support Special	(3) Federal	(4) Other Special	(5) Total
Salaries, Wages, Fringe				216,626	216,626
Travel				30,303	30,303
Contractual Services				35,866	35,866
Commodities				5,569	5,569
Other Than Equipment					
Equipment					
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total				288,364	288,364
No. of Positions (FTE)				4.00	4.00

	FY 2015 Estimate				
	(6) General	(7) State Support Special	(8) Federal	(9) Other Special	(10) Total
Salaries, Wages, Fringe				231,550	231,550
Travel				32,000	32,000
Contractual Services				125,306	125,306
Commodities				14,600	14,600
Other Than Equipment					
Equipment				6,300	6,300
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total				409,756	409,756
No. of Positions (FTE)				4.00	4.00

	FY 2016 Increase/Decrease for Continuation				
	(11) General	(12) State Support Special	(13) Federal	(14) Other Special	(15) Total
Salaries, Wages, Fringe					
Travel					
Contractual Services				3,114	3,114
Commodities					
Other Than Equipment					
Equipment				8,700	8,700
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total				11,814	11,814
No. of Positions (FTE)					

Note: FY2016 Total Request = FY2015 Estimated + FY2016 Incr(Decr) for Continuation + FY2016 Expansion/Reduction of Existing Activities + FY2016 New Activities.

CONTINUATION AND EXPANDED REQUEST

MS Real Estate Appraiser Licensing & Certification Bd.
AGENCY

Program No. 1 of 1 Programs

EXAM, LICENSURE & REGULATION
PROGRAM

FY 2016 Expansion/Reduction of Existing Activities					
	(16) General	(17) State Support Special	(18) Federal	(19) Other Special	(20) Total
Salaries, Wages, Fringe					
Travel				13,000	13,000
Contractual Services					
Commodities					
Other Than Equipment					
Equipment					
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total				13,000	13,000
No. of Positions (FTE)					

FY 2016 New Activities					
	(21) General	(22) State Support Special	(23) Federal	(24) Other Special	(25) Total
Salaries, Wages, Fringe					
Travel					
Contractual Services					
Commodities					
Other Than Equipment					
Equipment					
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total					
No. of Positions (FTE)					

FY 2016 Total Request					
	(26) General	(27) State Support Special	(28) Federal	(29) Other Special	(30) Total
Salaries, Wages, Fringe				231,550	231,550
Travel				45,000	45,000
Contractual Services				128,420	128,420
Commodities				14,600	14,600
Other Than Equipment					
Equipment				15,000	15,000
Vehicles					
Wireless Comm. Devs.					
Subsidies, Loans & Grants					
Total				434,570	434,570
No. of Positions (FTE)				4.00	4.00

Note: FY2016 Total Request = FY2015 Estimated + FY2016 Incr(Decr) for Continuation + FY2016 Expansion/Reduction of Existing Activities + FY2016 New Activities.

PROGRAM DECISION UNITS

MS Real Estate Appraiser Licensing & Certification Bd.

1 - EXAM, LICENSURE & REGULATION

AGENCY

PROGRAM NAME

	A	B	C	D	E	F	G	H
EXPENDITURES:	FY 2015 Appropriation	Escalations By DFA	Non-Recurring Items	Increase In Fees	Increase Travel Cost	Total Funding Change	FY 2016 Total Request	
SALARIES	231,550						231,550	
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	231,550						231,550	
TRAVEL	32,000				13,000	13,000	45,000	
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	32,000				13,000	13,000	45,000	
CONTRACTUAL	125,306			3,114		3,114	128,420	
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	125,306			3,114		3,114	128,420	
COMMODITIES	14,600						14,600	
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	14,600						14,600	
CAPITAL-OTE								
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER								
EQUIPMENT	6,300		8,700			8,700	15,000	
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER	6,300		8,700			8,700	15,000	
VEHICLES								
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER								
WIRELESS DEV								
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER								
SUBSIDIES								
GENERAL								
ST.SUP.SPECIAL								
FEDERAL								
OTHER								
TOTAL	409,756		8,700	3,114	13,000	24,814	434,570	

FUNDING:

GENERAL FUNDS								
ST.SUP.SPCL.FUNDS								
FEDERAL FUNDS								
OTHER SP.FUNDS	409,756		8,700	3,114	13,000	24,814	434,570	
TOTAL	409,756		8,700	3,114	13,000	24,814	434,570	

POSITIONS:

GENERAL FTE								
ST.SUP.SPCL.FTE								
FEDERAL FTE								
OTHER SP FTE	4.00						4.00	
TOTAL FTE	4.00						4.00	

PRIORITY LEVEL:

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PROGRAM NARRATIVE

Program Data Collected in Accordance with the
Mississippi Performance Budget and Strategic Planning Act of 1994
(To Accompany Form MBR-1-03)

MS Real Estate Appraiser Licensing & Certification Bd.

1 - EXAM, LICENSURE & REGULATION

AGENCY NAME

PROGRAM NAME

I. Program Description:

To receive applications for licensure as a real estate appraiser; to establish appropriate administrative procedures for the processing of applications; to contract for the testing of the national licensing examination; to prepare a complete and competent MS license law portion of the examination; to administer the license law portion of the examinations; and to maintain records of the applicants. To license qualified applicants. To register appraisal management companies. To regulate and administer the appraisal law set forth in Chapter 73-34, Mississippi Code, Annotated.

II. Program Objective:

To license appraisers by establishing standards for them to meet through education, experience, and testing; to administer or contract to administer respective portions of the examination and notify applicants of the results; and to regulate licensees to insure their activities comply with the Mississippi law and federal requirements. To register appraisal management companies. Individual licenses are renewed every two years on a staggered renewal program. Appraisal management companies must renew registration annually.

III. Current program activities as supported by the funding in Columns 6-15 (FY 15 Estimated & FY 16 Increase/Decrease for continuations) of MBR-1-03 and designated Budget Unit Decisions, columns of MBR-1-03-A:

(C) Non-Recurring Expenses:

Funding for purchase of new and replacement equipment necessary for the everyday operation of MAB.

(D) Increase in fees:

Increase in fees and data processing costs

IV. Additional program activities that will result from increased funding requested in Columns 16-25 (MBR-1-03) and specified Budget Decision Unit Columns (MBR-1-03-A):

(E) Increase travel cost:

Increase in cost of travel

PROGRAM PERFORMANCE INDICATORS AND MEASURES
 Program Data Collected in Accordance with the Mississippi Performance Budget and Strategic
 Planning Act of 1994

MS Real Estate Appraiser Licensing & Certification Bd.
 AGENCY NAME

1 - EXAM, LICENSURE & REGULATION
 PROGRAM NAME

PROGRAM OUTPUTS: (This is the measure of the process necessary to carry out the goals and objectives of this program. This is the volume produced, i.e., how many people served, how many documents generated.)

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ESTIMATED</u>	<u>FY 2016 PROJECTED</u>
1 Examinations Given	33.00	50.00	35.00
2 Licenses Issued	31.00	60.00	30.00
3 Complaints Received/Cases Opened	25.00	30.00	30.00
4 Total Licenses Regulated	1,347.00	1,300.00	1,325.00
5 Total Appraisal Management Companies Registered	69.00	50.00	50.00

PROGRAM EFFICIENCIES: (This is the measure of the cost, unit cost or productivity associated with a given outcome or output. This measure indicates linkage between services and funding, i.e., cost per investigation, cost per student or number of days to complete investigation.)

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ESTIMATED</u>	<u>FY 2016 PROJECTED</u>
1 Cost per Licensee Regulated	190.06	297.43	290.73
2 Cost per Investigation Conducted	1,025.76	854.80	854.80
3 Cost Per Examination Given	43.99	42.10	59.92
4 Cost per AMC Registered	497.27	686.24	686.24

PROGRAM OUTCOMES: (This is the measure of the quality or effectiveness of the services provided by this program. This measure provides an assessment of the actual impact or public benefit of your agency's actions. This is the results produced, i.e., increased customer satisfaction by x% within a 12-month period, reduce the number of traffic fatalities due to drunk drivers within a 12-month period.)

	<u>FY 2014 ACTUAL</u>	<u>FY 2015 ESTIMATED</u>	<u>FY 2016 PROJECTED</u>
1 100% Licenses Issued	100.00	100.00	100.00
2 100% Investigations Conducted	100.00	100.00	100.00
3 100% Qualified Applicants Approved for Testing	100.00	100.00	100.00
4 100 % Appraisal Mgmt Companies Registered	100.00	100.00	100.00

PROGRAM 3% GENERAL FUND REDUCTION AND NARRATIVE EXPLANATION

MS Real Estate Appraiser Licensing & Certification Bd. _____

	Fiscal Year 2015 Funding			FY 2015 GF PERCENT REDUCED
	Total Funds	Reduced Amount	Reduced Funding Amount	
Program Name: (1) EXAM, LICENSURE & REGULATION				
GENERAL				
ST.SUPPORT SPECIAL				
FEDERAL				
OTHER SPECIAL	409,756		409,756	
TOTAL	409,756		409,756	
Narrative Explanation:				
SUMMARY OF ALL PROGRAMS				
GENERAL				
ST.SUPPORT SPECIAL				
FEDERAL				
OTHER SPECIAL	409,756		409,756	
TOTAL	409,756		409,756	

MS REAL ESTATE APPRAISAL BOARD MEMBERS

MS Real Estate Appraiser Licensing & Certification Bd.

Agency

A. Explain Rate and manner in which board members are reimbursed:

Each member of the board shall receive per diem as authorized in Section 25-3-69, MS Code of 1972, and actual and necessary expenses incurred in the performance of his official duties as authorized in Section 25-3-41, MS Code of 1972.

B. Estimated number of meetings FY2015

10 regular meetings, 5 hearings, and 4 out-of-state meetings

C.	Names of Members	City, Town, Residence	Appointed By	Date of Appointment	Length of Term
1.	<u>Amelia Lovorn Brown</u>	<u>Olive Branch, MS</u>	<u>Gov. Bryant</u>	<u>12/31/12</u>	<u>4 years</u>
2.	<u>Glenn Bright</u>	<u>Doddsville, MS</u>	<u>Gov. Bryant</u>	<u>1/1/14</u>	<u>4 years</u>
3.	<u>Gerald R. Barber</u>	<u>Ridgeland, MS</u>	<u>Gov. Barbour</u>	<u>1/1/11</u>	<u>4 years</u>
4.	<u>John Holliday, Jr.</u>	<u>D'Iberville, MS</u>	<u>Gov. Bryant</u>	<u>6/1/12</u>	<u>4 years</u>
5.	<u>Douglas McKinnon</u>	<u>Ridgeland, MS</u>	<u>Gov. Bryant</u>	<u>1/1/14</u>	<u>4 years</u>

Identify Statutory Authority (Code Section or Executive Order Number)*

Section 73-34-5 (1) MS Code of 1972 Annotated.

*If Executive Order, please attach copy.

**SCHEDULE B
CONTRACTUAL SERVICES**

MS Real Estate Appraiser Licensing & Certification Bd.

Name of Agency

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2014	(2) Estimated Expenses FY Ending June 30, 2015	(3) Requested for FY Ending June 30, 2016
A. TUITION, REWARDS & AWARDS (61010-61099)			
61010 Tuition			
61020 Employee Training	3,375	7,000	7,000
61030 Travel Related Registration	2,850		
TOTAL (A)	6,225	7,000	7,000
B. TRANSPORTATION & UTILITIES (61100-61299)			
61110 Postage, Box Rent, etc.	2,000	8,500	8,500
611XX Transportation of Goods (61180-61190)	173	500	500
61210 Electricity			
61220 Gas			
61230 Water & Sewage			
TOTAL (B)	2,173	9,000	9,000
C. PUBLIC INFORMATION (61300-61399)			
61310 Advertising & Public Information		200	200
61340 Signs & Billboards			
61350 Exhibits & Displays			
TOTAL (C)		200	200
D. RENTS (61400-61499)			
61420 Building & Floor Space		17,000	17,000
61430 Land			
61440 Office Equipment		400	400
61460 Other Equipment		400	400
61470 Capitol Facilities - Rental			
61480 Exhibits, Displays & Conference Rooms			
TOTAL (D)		17,800	17,800
E. REPAIRS & SERVICES (61500-61599)			
61500 Grounds, Walks, Fences & Lots			
61520 Buildings			
61530 Machinery & Field Equipment			
61540 Passenger Vehicles		1,000	1,000
61550 Office Equipment & Furniture	186	1,000	1,000
61580 Shop Equipment			
61590 Miscellaneous Items of Equipment			
TOTAL (E)	186	2,000	2,000
F. FEES, PROFESSIONAL & OTHER SERVICES (61600-61699)			
61615 SAAS Fees - DFA	314	334	334
61616 MMRS Fees	1,129	1,783	2,762
61620 Department of Audit		1,000	1,000
6162X Accounting (61621 - 61624)		7,500	7,500
6163X Legal (61630-61636)	16,565	20,000	24,335
61650 State Personnel Board	548	548	548
6165X Personnel Services Contracts (61651-61653)			
61660 Court Costs & Court Reporters	444	4,200	4,200
6168X Contract Worker (61682-61688)			
61690 Other Fees & Services		19,321	19,321
TOTAL (F)	19,000	54,686	60,000

**SCHEDULE B
CONTRACTUAL SERVICES CONTINUED**

MS Real Estate Appraiser Licensing & Certification Bd.

Name of Agency

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2014	(2) Estimated Expenses FY Ending June 30, 2015	(3) Requested for FY Ending June 30, 2016
G. OTHER CONTRACTUAL SERVICES (61700-61899)			
61700 Liability Insurance Pool Contributions (Tort Claims)	212	450	450
61710 Insurance & Fidelity Bonds		270	270
61715 Insurance Computer Equipment ITS		100	100
61720 Membership Dues	350	600	600
61721 Subscriptions			
61800 Procurement Card Purchases	49	1,000	1,000
TOTAL (G)	611	2,420	2,420
H. INFORMATION TECHNOLOGY (61900-61990)			
61902 IS Fees - Outside Vendor		5,000	
61905 IS Fees - ITS		12,000	13,800
61913 Installation of IS & Telecommunication Hardware			
6191X IS Training/Education (61914-61915)		1,000	1,000
61917 Service Charges Paid to State Computer Center	1,102	6,000	3,000
61918 Data Entry			
6192X Software Acquisition (61921)	107	1,000	1,000
6192X Basic Telephone Monthly (61922-61923)	785	1,200	1,200
6192X Long Distance Charges (61924-61925)	98	500	500
6192X Network Access Charge - ITS (61927)	5,525	2,500	6,500
6193X IS Related Rentals (61932-61938)			
61939 Cellular Phone Charges	54	500	500
61961 Repair, Maintenance & Service of IS Equipment		1,000	1,000
61962 Maintenance Repair of Communication Systems		500	500
61980 Software Maintenance		1,000	1,000
TOTAL (H)	7,671	32,200	30,000
I. OTHER (61991-61999)			
6199X Prior Year Expense (61997-61998)			
61999 Contractual Services - No PO Required			
TOTAL (I)			
GRAND TOTAL <i>(Enter on Line I-B of Form MBR-1)</i>	35,866	125,306	128,420
FUNDING SUMMARY:			
GENERAL FUNDS			
STATE SUPPORT SPECIAL FUNDS			
FEDERAL FUNDS			
OTHER SPECIAL FUNDS	35,866	125,306	128,420
TOTAL FUNDS	35,866	125,306	128,420

**SCHEDULE C
COMMODITIES**

MS Real Estate Appraiser Licensing & Certification Bd.
Name of Agency

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2014	(2) Estimated Expenses FY Ending June 30, 2015	(3) Requested for FY Ending June 30, 2016
A. MAINTENANCE & CONSTR. MATERIALS & SUPPLIES (62010-62099)			
62040 Lumber Parts			
62050 Steel & Other Metals			
62060 Paints			
Total (A)			
B. PRINTING & OFFICE SUPPLIES & MATERIALS (62100-62199)			
62110 Printing Binding		2,500	2,500
62120 Duplication & Reproduction Supplies	1,625	3,000	3,000
62130 Office Supplies & Materials	1,381	1,500	1,500
62140 Paper Supplies	38	1,000	1,000
62150 Maps, Manuals, Library Books	605	1,000	1,000
62160 Office Equipment (not capital outlay)		1,000	1,000
Total (B)	3,649	10,000	10,000
C. EQUIPMENT REPAIR PARTS, SUPPLIES & ACCES. (62200-62299)			
62210 Fuels - Gasoline	405	650	650
62213 Fuel Card-Repair Vehicle		500	500
62214 Fuel Card-Preventative Maintenance	87	250	250
62251 Repair Vehicle			
62270 Radio & TV Supply & Repair			
62271 Communication System Repair Parts			
62290 Other Equipment Repair Parts			
Total (C)	492	1,400	1,400
D. PROFESSIONAL & SCI. SUPPLIES AND MATERIALS (62300-62399)			
62330 Photographic Supplies			
62340 Drugs & Chemicals - Medical & Lab Use			
62390 Other Professional Scientific			
62350 Classroom Instructional Materials			
Total (D)			
E. OTHER SUPPLIES & MATERIALS (62400-62999)			
62420 Hardware, Plumbing & Electrical			
62430 Small Tools			
62460 Wearing Material			
62475 Food for Business Meetings	791	500	500
62520 Decal Signs			
62530 Uniforms & Wearing Apparel			
62555 Repair Parts for DP Equipment	44	1,000	1,000
62590 Other Supplies & Materials	158	700	700
62595 Other Equipment (less than \$500)			
62800 Procurement Card Purchases	435	1,000	1,000
62993 Reimbursable Commodities-Travel			
Total (E)	1,428	3,200	3,200

**SCHEDULE C
COMMODITIES CONTINUED**

MS Real Estate Appraiser Licensing & Certification Bd.
Name of Agency _____

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2014	(2) Estimated Expenses FY Ending June 30, 2015	(3) Requested for FY Ending June 30, 2016
GRAND TOTAL (A, B, C, D & E) <i>(Enter on Line I-C of Form MBR-1)</i>	5,569	14,600	14,600
FUNDING SUMMARY:			
GENERAL FUNDS			
STATE SUPPORT SPECIAL FUNDS			
FEDERAL FUNDS			
OTHER SPECIAL FUNDS	5,569	14,600	14,600
TOTAL FUNDS	5,569	14,600	14,600

**SCHEDULE D-1
CAPITAL OUTLAY
OTHER THAN EQUIPMENT**

MS Real Estate Appraiser Licensing & Certification Bd.
Name of Agency _____

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2014	(2) Estimated Expenses FY Ending June 30, 2015	(3) Requested for FY Ending June 30, 2016
A. LANDS (63100-63199)			
63110 Land for Buildings			
63120 Land for Right-of-Way			
63130 Land for Aggregates			
63170 Land Purchased for Other Purposes			
TOTAL (A)			
B. BUILDINGS & IMPROVEMENTS (63200-63299)			
63250 Buildings - Purchased, Constructed, Remodeled			
TOTAL (B)			
C. INFRASTRUCTURE & OTHER (63500-63999)			
635XX Other			
TOTAL (C)			
GRAND TOTAL <i>(Enter on Line I-D-1 of Form MBR-1)</i>			
FUNDING SUMMARY:			
GENERAL FUNDS			
STATE SUPPORT SPECIAL FUNDS			
FEDERAL FUNDS			
OTHER SPECIAL FUNDS			
TOTAL FUNDS			

**SCHEDULE D-2
CAPITAL OUTLAY EQUIPMENT**

MS Real Estate Appraiser Licensing & Certification Bd.

Name of Agency _____

EQUIPMENT BY ITEM	Act. FY Ending June 30, 2014		Est. FY Ending June 30, 2015		Req. FY Ending June 30, 2016		
	No. of Units	Total Cost	No. of Units	Total Cost	No. of Units	Cost Per Unit	Total Cost
A. VEHICLES (see form MBR-1-D-3)							
C. OFFICE MACHINES, FURNITURE, FIXTURES, EQUIP.							
Fax Machine (R)							
Copier (R)							
Work Center (N)							
TOTAL (C)							
D. IS EQUIPMENT (DP & TELECOMMUNICATIONS)							
Computer-Personal (R)				1,000	1	3,000	3,000
Laser Printer (R)				1,800	1	3,500	3,500
High Speed Document Scanner (N)				3,500	1	3,500	3,500
Telephone System (R)					1	5,000	5,000
TOTAL (D)				6,300			15,000
E. EQUIPMENT - LEASE PURCHASE (63460-63476)							
634XX Lease Purchases							
TOTAL (E)							
GRAND TOTAL <i>(Enter on Line I-D-2 of Form MBR-1)</i>				6,300			15,000
FUNDING SUMMARY:							
GENERAL FUNDS							
STATE SUPPORT SPECIAL FUNDS							
FEDERAL FUNDS							
OTHER SPECIAL FUNDS				6,300			15,000
TOTAL FUNDS				6,300			15,000

**SCHEDULE D-3
PASSENGER/WORK VEHICLES**

MS Real Estate Appraiser Licensing & Certification Bd.

Name of Agency _____

MINOR OBJECT OF EXPENDITURE	Vehicle Inventory June 30, 2014	FY Ending June 30, 2014		FY Ending June 30, 2015		FY Ending June 30, 2016	
		No. of Vehicles	Actual Cost	No. of Vehicles	Estimated Cost	No. of Vehicles	Requested Cost
A. PASSENGER & WORK VEHICLES (63310, 63390-63400)							
63310 Passenger, Basic Economy							
63310 Passenger, Basic Sporty							
63310 Passenger, Entry Level							
63310 Passenger, Lower Middle							
63310 Passenger, Traditional Large							
63310 Passenger, Upper Middle							
63310 Passenger, Upper Middle Specialty							
63390 Truck, Compact Pickup							
63390 Truck, Fullsize Pickup							
63390 Truck, Fullsize Utility							
63390 Truck, Midsize Pickup							
63391 Truck, Heavy Duty Station Wagon							
63391 Truck, Heavy Duty Trucks							
63392 Truck, Mini Sport Utility							
63392 Truck, Sport Utility							
63393 Truck, Fullsize Van (Cargo)							
63393 Truck, Minivan (Cargo)							
63393 Truck, Minivan (Passenger)							
63393 Truck, Window Van (Passenger)							
63400 Other Vehicles							
TOTAL (A)							
B. BETTERMENTS OR ACCESSORIES FOR VEHICLES (63395)							
63395 Betterments or Accessories for Vehicles							
TOTAL (B)							
GRAND TOTAL <i>(Enter on Line I-D-3 of Form MBR-1)</i>							
FUNDING SUMMARY:							
GENERAL FUNDS							
STATE SUPPORT SPECIAL FUNDS							
FEDERAL FUNDS							
OTHER SPECIAL FUNDS							
TOTAL FUNDS							

**SCHEDULE D-4
WIRELESS COMMUNICATION DEVICES**

MS Real Estate Appraiser Licensing & Certification Bd. _____
Name of Agency

MINOR OBJECT OF EXPENDITURE	Device Inventory	Act FY Ending June 30, 2014		Est FY Ending June 30, 2015		Req FY Ending June 30, 2016	
	June 30, 2014	No. of Devices	Actual Cost	No. of Devices	Estimated Cost	No. of Devices	Requested Cost
B. PAGERS (63434)							
63434 Pagers, Paging Equipment							
Total (B)							
C. WIRELESS PERSONAL DIGITAL ASSISTANTS (63435)							
63435 Wireless PDAs, Blackberry, etc							
Total (C)							
GRAND TOTAL <i>(Enter on Line I-D-4 of Form MBR-1)</i>							
FUNDING SUMMARY:							
GENERAL FUNDS							
STATE SUPPORT SPECIAL FUNDS							
FEDERAL FUNDS							
OTHER SPECIAL FUNDS							
TOTAL FUNDS							

**SCHEDULE E
SUBSIDIES, LOANS & GRANT**

MS Real Estate Appraiser Licensing & Certification Bd.

Name of Agency

MINOR OBJECT OF EXPENDITURE	(1) Actual Expenses FY Ending June 30, 2014	(2) Estimated Expenses FY Ending June 30, 2015	(3) Requested for FY Ending June 30, 2016
A. SCHOOL GRANTS TO COUNTIES & MUNICIPALITIES (64000-64599)			
TOTAL (A)			
B. GRANTS TO L.H.L. & OTHER POLITICAL SUBDIVISIONS (64600-64699)			
TOTAL (B)			
C. GRANTS TO NON-GOVERNMENT INSTNS & INDS (64700-64999)			
TOTAL (C)			
D. DEBT SERVICE & JUDGEMENTS (65000-65399)			
Interest from Equip. Lease Purchase			
TOTAL (D)			
E. OTHER (66000-89999)			
TOTAL (E)			
GRAND TOTAL <i>(Enter on Line I-E of Form MBR-1)</i>			
FUNDING SUMMARY:			
GENERAL FUNDS			
STATE SUPPORT SPECIAL FUNDS			
FEDERAL FUNDS			
OTHER SPECIAL FUNDS			
TOTAL FUNDS			

NARRATIVE
2016 BUDGET REQUEST

MS Real Estate Appraiser Licensing & Certification Bd.
Name of Agency

1.A.1. Salaries, Wages, & Fringe

The Mississippi Appraisal Board (MAB) is requesting that Salaries, Wages, and Fringe Benefits, including Per Diem requested, be maintained at the current level for FY'2016. All positions are currently filled and no additional compensation has been included in the FY'2016 request.

1.A.2. Travel

Major changes mandated by the Federal Appraisal Subcommittee which will be implemented on January 1, 2015, will continue to necessitate more travel for the Board and staff. Due to the technical nature of those changes, it is vitally important to the Board's role as the state regulatory agency that board members, administrators, and staff involved in the implementation and regulation of the changes attend all educational meetings and meetings with regulators from other states. An increase in funding is requested for FY'2016 in order to meet these requirements.

1.B. Contractual Services

The MAB in connection with the MS Real Estate Commission (MREC) is finalizing five years of work with ITS for the design of a new licensing system and website which will be more efficient and user-friendly for the licensees and general public. This system was set to go live in the early part of FY'2012. Due to ITS programming issues, the system has not gone live yet, but should be operational during FY'2015. The system will accommodate new requirements and interface more efficiently with the new website to enable the MREC and MAB to provide additional services to the public. Features include the capability to accept electronic payments as well as capability to house individual licensee file documentation which is presently maintained in paper files. Funding for the purchase and implementation of a document management system which will interface with the new licensing system and eliminate most of the paper files that are in existence at the present time has been requested by the MREC. Although the MREC will bear the major costs involved, MAB will pay the costs that are associated directly with the MAB. Current funding levels will be sufficient for the MAB portion of that project.

The number of investigative appeals and fraud cases remain steady. Due to the special rules and technical nature of the appraisal business, Maxey Wann LLC has been contracted for legal services for MAB. Their firm has attorneys with specialized knowledge of the rules and regulations of the appraisal business. Independent appraisal reviews are required on some cases. These services are performed by an independent appraiser and the contractual fees are based on the scope of the assignment. The costs of these services are dependent on the complaints received and cases opened. Although the MAB can make estimates on cases and complaints, there is no way to determine a particular cost per complaint. The gap between actual expenditures and requested funding is to allow the Board to be fiscally able to take all required action on any case to enforce the state statutes promulgated in the MS Code.

1.C. Commodities

Printing costs, equipment repair and other commodity items vary from year to year. Although FY'2014 actual expenditures were low and the MAB does not foresee any large purchases of commodities for FY'2016, it is requested that the present level of funding be maintained.

1.D.2 Capital Outlay-Equipment

Funding for the replacement of necessary equipment which may become inoperable or obsolete but is needed for the everyday operation of the MAB is requested for FY'2016. A high speed document scanner is included in the FY'2016 request for scanning associated with the implementation of the document management system mentioned in the Contractual Services portion of this narrative. In October 2014, MAB will move to a new location and funding for FY'2016 for a new telephone system is requested.

NARRATIVE
2016 BUDGET REQUEST

MS Real Estate Appraiser Licensing & Certification Bd.
Name of Agency

**OUT-OF-STATE TRAVEL
FISCAL YEAR 2014**

MS Real Estate Appraiser Licensing & Certification Bd.

Agency Name

Note: All expenditures recorded on this form must be totaled and said total must agree with the out-of-state travel amount indicated for FY 2014 on Form Mbr-1, line I.A.2.b.

Employee's Name	Destination	Purpose	Travel Cost	Funding Source
Maudine Eckford	Washington DC	AARO Fall Conference	1,847	3836
John Holliday	Washington DC	AARO Fall Conference	1,584	3836
Michael McGee	Washington DC	AARO Fall Conference	1,851	3836
Margarette Meeks	Washington DC	AARO Fall Conference	1,283	3836
Danielle Morales	Washington DC	AARO Fall Conference	1,842	3836
Leslie North	Washington DC	AARO Fall Conference	1,838	3836
Gerald Barber	San Francisco, CA	AARO Spring Conference	2,079	3836
Miki Denton	San Francisco, CA	AARO Spring Conference	1,972	3836
John Holliday	San Francisco, CA	AARO Spring Conference	2,138	3836
Michael McGee	San Francisco, CA	AARO Spring Conference	1,885	3836
Douglas McKinnon	San Francisco, CA	AARO Spring Conference	2,162	3836
Danielle Morales	San Francisco, CA	AARO Spring Conference	1,975	3836
Total Out of State Travel Cost			\$22,456	

FEES, PROFESSIONAL AND OTHER SERVICES
(EXPENDITURE CODES 61600-61699)

MS Real Estate Appraiser Licensing & Certification Bd.

Name of Agency

TYPE OF FEE AND NAME OF VENDOR	Retired w/ PERS	(1) Actual Expenses FY Ending June 30, 2014	(2) Estimated Expenses FY Ending June 30, 2015	(3) Requested for FY Ending June 30, 2016	Fund Num.
61615 SAAS Fees - DFA					
SAAS Fees / State Auto. Acctg. System Fees		314	334	334	3836
<i>Comp. Rate: As Assessed</i>					
TOTAL 61615 SAAS Fees - DFA		<u><u>314</u></u>	<u><u>334</u></u>	<u><u>334</u></u>	
61616 MMRS Fees					
MMRS Fees / State Assessment		1,129	1,783	2,762	3836
<i>Comp. Rate: As Assessed</i>					
TOTAL 61616 MMRS Fees		<u><u>1,129</u></u>	<u><u>1,783</u></u>	<u><u>2,762</u></u>	
61620 Department of Audit					
Dept.of Audit / Audit Fees			1,000	1,000	3836
<i>Comp. Rate: As Assessed</i>					
TOTAL 61620 Department of Audit			<u><u>1,000</u></u>	<u><u>1,000</u></u>	
6162X Accounting (61621 - 61624)					
MREC Accountant / MREC Accountant			7,500	7,500	
<i>Comp. Rate: 625/month</i>					
TOTAL 6162X Accounting (61621 - 61624)			<u><u>7,500</u></u>	<u><u>7,500</u></u>	
6163X Legal (61630-61636)					
Maxey Wann PLLC / Legal Services		16,565	20,000	24,335	3836
<i>Comp. Rate: \$65/hour</i>					
TOTAL 6163X Legal (61630-61636)		<u><u>16,565</u></u>	<u><u>20,000</u></u>	<u><u>24,335</u></u>	
61650 State Personnel Board					
State Personnel Board / Personnel Fees		548	548	548	3836
<i>Comp. Rate: 137.00/position</i>					
TOTAL 61650 State Personnel Board		<u><u>548</u></u>	<u><u>548</u></u>	<u><u>548</u></u>	
6165X Personnel Services Contracts (61651-61653)					
CITY REALTY / USPAP STAFF EDUCATION					3836
<i>Comp. Rate: TRAVEL REIMBURSEMENT</i>					
TOTAL 6165X Personnel Services Contracts (61651-61653)					
61660 Court Costs & Court Reporters					
Amanda Wooten / Court Reporting Services		300	4,000	4,000	3836
<i>Comp. Rate: Per Appearance/Transcript</i>					
Stegall Notary Services / Notary Services		144	200	200	3836
<i>Comp. Rate: Per Service</i>					
TOTAL 61660 Court Costs & Court Reporters		<u><u>444</u></u>	<u><u>4,200</u></u>	<u><u>4,200</u></u>	
6168X Contract Worker (61682-61688)					
TOTAL 6168X Contract Worker (61682-61688)					
61690 Other Fees & Services					
MREC-Reimbursement for Services / MREC Personnel			19,321	19,321	3836
<i>Comp. Rate: As Detailed</i>					
Fudge/ASAP Printing / Binding					3836
<i>Comp. Rate: Based on Job</i>					

FEES, PROFESSIONAL AND OTHER SERVICES

MS Real Estate Appraiser Licensing & Certification Bd.

Name of Agency

TYPE OF FEE AND NAME OF VENDOR	Retired w/ PERS	(1) Actual Expenses FY Ending June 30, 2014	(2) Estimated Expenses FY Ending June 30, 2015	(3) Requested for FY Ending June 30, 2016	Fund Num.
Real Estate Consulting Group / Appraisal Review Services <i>Comp. Rate: Based on Assignment</i> TOTAL 61690 Other Fees & Services TOTAL		_____ _____ _____ _____	_____ _____ _____ _____	_____ _____ _____ _____	3836
GRAND TOTAL (61600-61699)		19,000	54,686	60,000	

VEHICLE PURCHASE DETAILS

MS Real Estate Appraiser Licensing & Certification Bd.

Name of Agency

Year	Model	Person(s) Assigned To	Vehicle Purpose/Use	Replacement or New?	FY2016 Req. Cost
				New	0
					<hr/>
					0
TOTAL VEHICLE REQUEST					0

**VEHICLE INVENTORY
AS OF JUNE 30, 2014**

MS Real Estate Appraiser Licensing & Certification Bd.

Name of Agency

Veh. Type	Vehicle Descript.	Model Year	Model	Person(s) Assigned To	Purpose/Use	Tag Number	Mileage On 6-30-14	Average Miles per Year	Replacement Proposed	
									FY 2015	FY 2016
P	Ford	2010	Escape	Danielle Morales, Investigator	MAB Business	G-53907	16,408	6,000		

Vehicle Type = Passenger/Work

**PRIORITY OF DECISION UNITS
FISCAL YEAR**

MS Real Estate Appraiser Licensing & Certification Bd. _____
Agency Name

Program	Decision Unit	Object	Amount
Priority # 0			
Program # 1 : EXAM, LICENSURE & REGULATION	Increase in fees	Contractual	3,114
		Total	3,114
		Other Special Funds	3,114
Program # 1 : EXAM, LICENSURE & REGULATION	Increase travel cost	Travel	13,000
		Total	13,000
		Other Special Funds	13,000

CAPITAL LEASES

MS Real Estate Appraiser Licensing & Certification Bd.

Name of Agency

Vendor/ Item Leased	Original Date of Lease	Original Number of Months of Lease	Number of Months Remaining on 6-30-14	Last Payment Date	Interest Rate	Amount of Each Payment			Total of Payments to be Made								
						Principal	Interest	Total	Actual FY 2014	Estimated FY 2015			Requested FY 2016				
										Principal	Interest	Total	Principal	Interest	Total		
/	//	0	0	//	.000												

Summary of 3% General Fund Program Reduction to FY2015 Appropriated Funding by Major Object

MS Real Estate Appraiser Licensing & Certification Bd.

Major Object	FY2015 GENERAL FUND REDUCTION	EFFECT ON FY2015 STATE SUPPORT SPECIAL FUNDS	EFFECT ON FY2015 FEDERAL FUNDS	EFFECT ON FY2015 OTHER SPECIAL FUNDS	TOTAL 3% REDUCTIONS
PERSONAL SERVICES					
TRAVEL					
CONTRACTUAL SERVICES					
COMMODITIES					
OTHER THAN EQUIPMENT					
EQUIPMENT					
VEHICLES					
WIRELESS COMM. DEVICES					
SUBSIDIES, LOANS, ETC					
TOTALS					