

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2019-20**

Department: **CENTRAL GARAGE  
(10800)**  
Function: **General**  
Activity: **Other General**  
Fund: **Central Garage**

	<b>ACTUAL 2017-18</b>	<b>BOARD APPROVED 2018-19</b>	<b>DEPARTMENT REQUEST 2019-20</b>	<b>CAO RECOMMENDED 2019-20</b>
Beginning Fund Balance	899,170	550,000	650,000	650,000 *
<b><u>ESTIMATED REVENUES:</u></b>				
662740 Charges for Mileage	2,174,183	2,041,880	2,475,117	2,475,117
OTHER INCOME				
640101 Interest	7,606	5,500	5,500	5,500
659000 Other - Gov Agencies	0	100,000	0	0
662741 Vehicle Maintenance Charges	188,689	189,759	190,000	190,000
673908 Other Income	0	2,500	2,500	2,500
680103 Sale of Fixed Assets & Other Sales	38,520	40,000	40,000	40,000
680401 Miscellaneous & Other Services	0	1,000	1,000	1,000
<b>TOTAL ESTIMATED REVENUES</b>	<b>2,408,997</b>	<b>2,380,639</b>	<b>2,714,117</b>	<b>2,714,117</b>
<b><u>EXPENDITURES:</u></b>				
721930 Cost of Inventoried Material & Supplies Used	<b>0</b>	<b>861,426</b>	<b>915,000</b>	<b>915,000</b>
OTHER OPERATING EXPENSES				
710102 Permanent Salaries	264,288	269,998	279,441	279,441
710103 Extra Help	0	42,138	42,138	42,138
710200 Retirement	82,960	92,564	96,692	96,692
710300 Health Insurance	43,062	60,118	47,739	47,739
710400 Workers' Compensation	3,852	3,418	3,583	3,583
720200 Clothing & Personal Supplies	813	2,400	2,400	2,400
720300 Communications	2,205	2,200	2,300	2,300
720500 Household Expense	2,598	2,000	2,200	2,200
720600 Insurance Expense	190	349	366	366
720605 Employer Share of Retiree Insurance	20,420	20,140	29,216	29,216
720800 Maintenance - Equipment	1,770	4,000	4,000	4,000

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2019-20**

Department: **CENTRAL GARAGE  
(10800)**  
Function: **General**  
Activity: **Other General**  
Fund: **Central Garage**

	<u>ACTUAL 2017-18</u>	<u>BOARD APPROVED 2018-19</u>	<u>DEPARTMENT REQUEST 2019-20</u>	<u>CAO RECOMMENDED 2019-20</u>
OTHER OPERATING EXPENSES (continued)				
720900 Maintenance - Structures & Grounds	0	5,000	5,000	5,000
721000 Medical, Dental & Laboratory Supplies	0	100	100	100
721300 Office Expense	19,274	4,000	4,000	4,000
721400 Professional & Specialized Services	8,789	82,500	82,500	82,500
721600 Rents & Leases - Equipment	0	600	600	600
721800 Small Tools & Instruments	550	3,000	3,500	3,500
721900 Special Departmental Expense	896,317	7,500	10,000	10,000
722000 Transportation & Travel	2,823	3,000	3,500	3,500
722100 Utilities	12,831	18,000	18,000	18,000
730302 Retire Capital Leases	12,292	25,572	335,897	335,897
731000 Depreciation	0	751,052	709,013	709,013
731400 Intrafund Transfer - Cost Plan	69,596	119,564	116,932	116,932
<b>TOTAL EXPENDITURES</b>	<b>1,444,630</b>	<b>2,380,639</b>	<b>2,714,117</b>	<b>2,714,117</b>
<b>REVENUE OVER/(UNDER) (REV - EXP)</b>	<b>964,368</b>	<b>0</b>	<b>0</b>	<b>0</b>
FIXED ASSETS				
740300 Equipment	1,070,844	718,490	685,445	685,445
<b>TOTAL FIXED ASSETS</b>	<b>1,070,844</b>	<b>718,490</b>	<b>685,445</b>	<b>685,445</b>

\*Represents the Estimated Projected Fund Balance on June 30, 2019; the balance is subject to change due to expenses or revenues that may be accrued to June 30, 2019, which have not yet been processed.

## CENTRAL GARAGE

### COMMENTS

The Central Garage operates as a preventative maintenance and automotive repair facility to establish better utilization of County vehicles. The Central Garage controls, maintains, and services all County vehicles, except the Road and Fire Department vehicles. The Administrative Office provides administrative and fiscal review for this operation.

### WORKLOAD

	<u>Actual</u> <u>2018-19</u>	<u>Estimated</u> <u>2019-20</u>	<u>Projected</u> <u>2019-20</u>
Sedans	115	119	119
Sheriff Vehicles	68	68	68
Pickups, SUV's, Vans	120	121	121
Trucks	0	0	0
Total Vehicles	303	308	308

### INCOME

**662740**      **Charges for Mileage** (\$2,475,117) is recommended increased \$433,237 representing the cost of the total miles traveled by the vehicles maintained by the Central Garage and includes pass through lease charges to other departments. It is recommended that the following Central Garage mileage rates be approved for 2019-20:

Sedan	57¢ per mile	Sheriff Vehicles	69¢/91¢*
Pickups, Vans, SUVs	61¢ per mile	Sheriff PPU 4x4	91¢/\$1.14*

Note: The IRS rate for use of employees' personal vehicles as of January 1, 2019, is 58¢ per mile, and will be readjusted by the IRS on January 1, 2020.

\*Sheriff's Unit mileage charges will vary from 69¢ to \$1.14 per mile based on actual costs of units and equipment with an SRS (Safety Replacement Supplement) added for early replacement due to safety issues.

**640101**      **Interest** (\$5,500) is recommended unchanged, representing the revenue from reserve funds held in the Central Garage account.

**662741**      **Vehicle Maintenance Charges** (\$190,000) represents maintenance charges to subvented Departments for the servicing and fuel use of their vehicles.

**673908**      **Other Income** (\$2,500) is an anticipated amount of miscellaneous reimbursements from insurance claims and recoveries from damages done to County vehicles from outside sources.

## CENTRAL GARAGE

### OTHER INCOME (continued)

- 680103**      **Sale of Fixed Assets & Other Sales** (\$40,000) is representing anticipated revenue from surplus equipment auctions.
- 680401**      **Miscellaneous & Other Services** (\$1,000) is recommended unchanged and represents revenue not covered in other accounts.

### EXPENSES

- 721930**      **Cost of Inventoried Materials & Supplies Used** (\$915,000) is recommended increased \$53,574 due to changing fuel costs, materials, and supplies used to operate and maintain the vehicles (parts, tires, fuel, lubricants, batteries, accident repair, etc).
- 710102**      **Permanent Salaries** (\$279,441) are recommended increased \$9,443 based on the recommended staffing level.
- 710103**      **Extra Help** (\$42,138) is recommended based on anticipated work load and succession needs.
- 710200**      **Retirement** (\$96,692) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$47,739) is based on the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$3,583) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.
- 720200**      **Clothing & Personal Supplies** (\$2,400) is recommended for protective clothing, masks, glasses, and uniform cost.
- 720300**      **Communications** (\$2,300) is recommended increased \$100 based on present cost experience.
- 720500**      **Household Expense** (\$2,200) is recommended for rags, towels, degreasers, soaps, etc.
- 720600**      **Insurance** (\$366) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720605**      **Employer Share of Retiree Insurance** (\$29,216) is recommended increased (\$9,076) for the Department's share of retirees' health insurance premiums.
- 720800**      **Maintenance - Equipment** (\$4,000) is recommended for maintaining equipment in the shop.

## CENTRAL GARAGE

### EXPENSES (continued)

- 720900**      **Maintenance - Structures & Grounds** (\$5,000) is recommended unchanged for the maintenance of the Central Garage building and grounds.
- 721000**      **Medical, Dental & Laboratory Supplies** (\$100) is recommended unchanged for first aid supplies.
- 721300**      **Office Expense** (\$4,000) is recommended unchanged for estimated cost of forms, parts manuals, copy costs, and general office supplies.
- 721400**      **Professional & Specialized Services** (\$82,500) is recommended unchanged for automatic transmission work, major overhauls, radiator repair, and any work that cannot be performed by the Central Garage staff. This account also provides for a designated Fuel Storage Tank License Inspector to test and inspect the County Fuel tanks as well as accounting and billing services provided by the Auditor-Controller's Office that is in excess of what is collected through A-87.
- 721600**      **Rents & Leases - Equipment** (\$600) is recommended unchanged for rental of equipment the shop does not have in inventory.
- 721800**      **Small Tools & Instruments** (\$3,500) is recommended increased (\$500) for hand tools and test equipment used by the staff.
- 721900**      **Special Departmental Expense** (\$10,000) is recommended increased (\$2,500) to fund an Internet subscription for service manuals and to update equipment, scanners, computers, and to replace the Fleet Maintenance operating system.
- 722000**      **Transportation & Travel** (\$3,500) is recommended increased (\$500) for incidental travel costs when the staff must go out-of-County to retrieve County vehicles and for increased employee training.
- 722100**      **Utilities** (\$18,000) is recommended based on present cost experience.
- 731000**      **Depreciation** (\$709,013) is recommended to provide funds for equipment and vehicle replacement.
- 731400**      **Intrafund Transfer** (\$116,932) is recommended decreased \$2,632 to reimburse the General Fund for all Purchasing, Human Resources, Administrative, and Auditor-Controller costs associated with this department through the A-87 Plan

**CENTRAL GARAGE**

**VEHICLE LEASE PROGRAM**

**730302**      **Retire Capital Leases** (\$335,897) is recommended to fund the annual cost of existing leased vehicles (\$125,897) and new Sheriff vehicles recommended for leasing in Fiscal Year 2019-20 (\$210,000). The lease cost for the Sheriff vehicles below only cover the base vehicle and does not include equipment, which are going to be purchased and are included in the requested Fixed Asset appropriations.

**New Vehicles Recommended for Leasing:**

<u>Department</u>	<u>Vehicles to be Replaced</u>	<u>Approx. Mileage at Trade-in</u>	<u>Vehicle Replaced With</u>	<u>Estimated Annual Lease Cost</u>	<u>Remarks: Recommended/ Not Recommended</u>
Sheriff	2015 Ford PPU	130,000	Marked Pursuit PPU	\$16,200#	Recommended
Sheriff	2015 Ford PPU	130,000	Marked Pursuit PPU	\$16,200#	Recommended
Sheriff	2016 Ford PPU	130,000	Marked Pursuit PPU	\$16,200#	Recommended
Sheriff	2015 Ford PPU	130,000	Marked Pursuit PPU	\$16,200#	Recommended
Sheriff	2013 Chevrolet PPV	130,000	Marked Pursuit PPU	\$16,200	Recommended
Sheriff	2017 Patrol P/U	130,000	Marked Pursuit PPU	\$16,200	Recommended
Sheriff	2016 Ford PPU	130,000	Marked Pursuit PPU	\$16,200	Recommended
Sheriff	2016 Ford PPU	130,000	Marked Pursuit PPU	\$16,200	Recommended
Sheriff	2006 Chevrolet P/U	130,000	Marked Pursuit PPU	\$16,200	Recommended
Sheriff	2007 Toyota P/U	130,000	Marked Patrol P/UP	\$15,600	Recommended
Sheriff	2004 Chevrolet SUV	151,000	Marked Pursuit PPU	\$16,200	Recommended
Sheriff	New Vehicle	N/A	Marked Pursuit PPU	\$16,200	Recommended
Sheriff	New Vehicle	N/A	Marked Pursuit PPU	\$16,200	Recommended
<b>Total Annual Lease Cost</b>				<b>\$335,897</b>	
<b>New Vehicles Leased</b>				<b>13</b>	

**Note:** # Hybrid Police Pursuit AWD SUV

**CENTRAL GARAGE**

**FIXED ASSET ACQUISITIONS**

**740300**      **Equipment** (\$685,445) is recommended decreased \$33,045 for the following vehicles, which have been requested to be replaced by the respective Departments, and for the cost to equip new Sheriff vehicles being leased.

<u>Department</u>	<u>Vehicles to be Replaced</u>	<u>Approx. Mileage at Trade-in</u>	<u>Vehicle Replaced With</u>	<u>Estimated Cost</u>	<u>Remarks: Recommended/ Not Recommended</u>
Central Garage	2000 Ford Sedan	112,300	AWD SUV	\$24,500	Recommended
Central Garage	2001 Dodge P/U	97,500	AWD SUV	\$24,500	Recommended
Animal Control	2005 Dodge ¾ T P/U	155,400	¾ T 4x4 ExCab P/UP	\$33,000	Recommended
Animal Control	2009 Dodge P/U	152,755	¾ T 4x4 ExCab P/UP	\$33,000	Recommended
Corrections	2007 Ford 1 T Van	151,300	1 T Extended Van	\$34,000	Recommended
Districts	2007 Chevrolet P/U	155,250	¾ T 4x4 Utility P/U	\$39,000	Recommended
Districts	2009 Ford P/U	156,300	¾ T 4x4 Utility P/U	\$39,000	Recommended
Sheriff	2015 Ford PPU	130,000	Marked Pursuit PPU	\$35,265*	Recommended
Sheriff	2015 Ford PPU	130,000	Marked Pursuit PPU	\$35,265*	Recommended
Sheriff	2016 Ford PPU	130,000	Marked Pursuit PPU	\$35,265*	Recommended
Sheriff	2015 Ford PPU	130,000	Marked Pursuit PPU	\$35,265*	Recommended
Sheriff	2013 Chevrolet PPV	130,000	Marked Pursuit PPU	\$35,265*	Recommended
Sheriff	2017 Patrol P/U	130,000	Marked Pursuit PPU	\$35,265*	Recommended
Sheriff	2016 Ford PPU	130,000	Marked Pursuit PPU	\$35,265*	Recommended
Sheriff	2016 Ford PPU	130,000	Marked Pursuit PPU	\$35,265*	Recommended
Sheriff	2006 Chevrolet P/U	130,000	Marked Pursuit PPU	\$35,265*	Recommended
Sheriff	2007 Toyota P/U	130,000	Marked Patrol P/UP	\$35,265*	Recommended
Sheriff	2004 Chevrolet SUV	151,000	Marked Pursuit PPU	\$35,265*	Recommended
Sheriff	New Vehicle	N/A	Marked Pursuit PPU	\$35,265*	Recommended
Sheriff	New Vehicle	N/A	Marked Pursuit PPU	\$35,265*	Recommended

<b>Total Vehicles Recommended for Purchase:</b>	<b>7</b>	<b>Total Purchase Recommended:</b>	<b>\$685,445</b>
<b>Total Sheriff Equipment for Purchase:</b>	<b>13</b>		

\* Only reflects the cost of equipment for Police units as per Sheriff's Office specifications and requirements (varies per vehicle); new Sheriff vehicles are being leased instead of purchased (see Retire Capital Leases section above for the cost of leasing Sheriff vehicles).

**COUNTY OF MADERA  
 BUDGET UNIT POSITION SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2019-20**

Department: **CENTRAL GARAGE  
 (10800)**  
 Function: **General**  
 Activity: **Other General**  
 Fund: **Central Garage**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2018-19 Authorized Positions</u>		<u>2019-20 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3700	Automotive Shop Supervisor	1.0	-	1.0	-	-	-	
3701	Automotive Technician	2.0	-	2.0	-	-	-	
3812	Parts Assistant I or			-	-	-	-	
3810	Parts Assistant II	1.0	-	1.0	-	-	-	
3702	Senior Automotive Technician	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<b>5.0</b>	<b>-</b>	<b>5.0</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**NOTES:**