

**COUNTY OF MADERA
BUDGET UNIT EXPENDITURE DETAIL
BUDGET FOR THE FISCAL YEAR 2016-17**

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

<u>ACCOUNT CLASSIFICATION</u>	<u>ACTUAL EXPENDITURES 2014-15</u>	<u>BOARD APPROVED EXPENDITURES 2015-16</u>	<u>DEPARTMENT REQUEST 2016-17</u>	<u>CAO RECOMMENDATION 2016-17</u>
Beginning Fund Balance	1,854,396	1,290,257	1,377,068 *	1,377,068 *
<u>INCOME</u>				
662740 Charges for Mileage	1,481,801	1,544,521	1,550,993	1,550,993
OTHER INCOME				
640101 Interest	10,322	6,000	5,000	5,000
680103 Sale of Fixed Assets & Other Sales	36,900	20,000	20,000	20,000
680401 Miscellaneous & Other Services	0	1,000	1,000	1,000
673908 Other Income	6,384	1,000	1,000	1,000
662741 Vehicle Maintenance Charges	168,750	226,460	220,336	220,336
TOTAL INCOME	1,704,157	1,798,981	1,798,329	1,798,329
<u>EXPENSES</u>				
721930 Cost of Inventoried Material & Supplies Used	605,050	906,000	832,000	832,000
OTHER OPERATING EXPENSES				
710102 Permanent Salaries	251,646	251,717	255,794	255,794
710200 Retirement	72,144	77,352	82,297	82,297
710300 Health Insurance	33,266	35,735	56,750	56,750
710400 Workers' Compensation	1,169	1,576	3,519	3,519
720200 Clothing & Personal Supplies	1,466	2,100	2,100	2,100
720300 Communications	1,333	1,400	1,400	1,400
720500 Household Expense	1,486	1,600	1,600	1,600
720600 Insurance	65	65	119	119
720605 Employer Share of Retiree Insurance	19,759	20,140	20,140	20,140
720800 Maintenance - Equipment	2,750	3,400	3,400	3,400
720900 Maintenance - Structures & Grounds	1,611	5,000	5,000	5,000
721000 Medical, Dental & Laboratory Supplies	0	100	100	100

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OTHER OPERATING EXPENSES (continued)				
721300 Office Expense	6,403	2,000	2,000	2,000
721400 Professional & Specialized Services	87,597	82,500	82,500	82,500
721600 Rents & Leases - Equipment	0	600	600	600
721800 Small Tools & Instruments	1,339	2,500	2,500	2,500
721900 Special Departmental Expense	256,413	5,000	5,000	5,000
722000 Transportation & Travel	150	1,500	1,500	1,500
722100 Utilities	10,844	16,000	16,000	16,000
731000 Depreciation	0	351,196	392,510	392,510
731400 Intrafund Transfer - Cost Plan	42,679	31,500	31,500	31,500
TOTAL EXPENSES	1,397,170	1,798,981	1,798,329	1,798,329
Income Over / (Under) Expenses	306,987	0	0	0
FIXED ASSETS				
740300 Equipment	682,625	799,825	712,000	712,000
TOTAL FIXED ASSETS	682,625	799,825	712,000	712,000

*Represents the Estimated Projected Fund Balance on June 30, 2016; the balance is subject to change due to expenses or revenues that may be accrued to June 30, 2016, 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>2014-15</u>	<u>Estimated</u> <u>2015-16</u>	<u>Projected</u> <u>2016-17</u>
Sedans	127	120	119
Sheriff Vehicles	65	66	70
Pickups, SUV's, Vans	129	129	128
Trucks	<u>2</u>	<u>0</u>	<u>0</u>
Total Vehicles	323	315	317

STAFFING

	<u>2015-16</u> <u>Authorized</u>	<u>2016-17</u> <u>Recommended</u>
<u>Permanent</u>		
Automotive Shop Supervisor	1	1
Automotive Technician	2	2
Parts Assistant I/II	1	1
Senior Automotive Technician	<u>1</u>	<u>1</u>
Total Permanent	5	5

INCOME

662740 **Charges for Mileage** (\$1,550,993) is recommended increased \$6,472, representing the cost of the total miles traveled by the vehicles maintained by the Central Garage. It is recommended that the following Central Garage mileage rates be approved for 2016-17:

Sedan	50¢ per mile	Sheriff Vehicles	73¢ per mile
Pickups and Vans	58¢ per mile	Sheriff PPV 4x4	93¢ per mile

Note: The IRS rate for use of employees' personal vehicles as of January 1, 2016, is 54¢ per mile, and will be readjusted by the IRS on January 1, 2017.

CENTRAL GARAGE

EXPENSES

721930 **Cost of Inventoried Materials & Supplies Used** (\$832,000) is recommended reduced \$74,000 due to changing fuel costs, materials, and supplies used to operate and maintain the vehicles (parts, tires, fuel, lubricants, batteries, accident repair, etc).

OTHER OPERATING EXPENSES

710102 **Permanent Salaries** (\$255,794) are recommended increased \$4,077 based on the recommended staffing level.

710200 **Retirement** reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

720200 **Clothing & Personal Supplies** (\$2,100) is recommended unchanged for protective clothing, masks, glasses, and uniform cost.

720300 **Communications** (\$1,400) is recommended unchanged based on present cost experience.

720500 **Household Expense** (\$1,600) is recommended unchanged for rags, towels, degreasers, soaps, etc.

720600 **Insurance** reflects the Department's contribution to the County's Self-Insured Liability Program.

720605 **Employer Share of Retiree Insurance** (\$20,140) is recommended unchanged for the Department's share of retirees' health insurance premiums.

720800 **Maintenance - Equipment** (\$3,400) is recommended unchanged for maintaining equipment in the shop.

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.

CENTRAL GARAGE

OTHER OPERATING EXPENSES (continued)

- 721300** **Office Expense** (\$2,000) is recommended unchanged for 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 (\$1,800) 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** (\$2,500) is recommended unchanged for hand tools and test equipment used by the staff.
- 721900** **Special Departmental Expense** (\$5,000) is recommended unchanged to fund an Internet subscription for service manuals and to update equipment, scanners, and computers.
- 722000** **Transportation & Travel** (\$1,500) is recommended unchanged for incidental travel costs when the staff must go out-of-County to retrieve County vehicles and for increased technician training.
- 722100** **Utilities** (\$16,000) is recommended unchanged based on present cost experience.
- 731000** **Depreciation** (\$392,510) is recommended increased \$41,314 to provide funds for equipment and vehicle replacement.
- 731400** **Intrafund Transfer** (\$31,500) is recommended unchanged to reimburse the General Fund for all Purchasing, Human Resources, Administrative, and Auditor-Controller costs associated with this department through the A-87 Plan.

FIXED ASSETS

- 740300** **Equipment** (\$712,000) is recommended reduced \$87,825 for the following vehicles which have been requested to be replaced by the respective Departments:

CENTRAL GARAGE

FIXED ASSETS (continued)

740300 Equipment (continued)

<u>Department</u>	<u>Vehicles to be Replaced</u>	<u>Approx. Mileage at Time of Trade-in</u>	<u>Additional Vehicle Request</u>	<u>Vehicle Replaced With</u>	<u>Estimated Cost</u>	<u>Remarks: Recommended/ Not Recommended</u>
Central Garage	1999 ¾ Dodge P/U	112,000	-	4x4 Pickup	\$26,000	Recommended
Central Garage	2001 Honda Civic	38,000	-	Sedan	\$23,500	Recommended
Central Garage	2001 Honda Civic	37,000	-	Sedan	\$17,000	Recommended
Central Garage	2010 Dodge Sedan	48,700	-	Sedan	\$20,000	Recommended
Animal Control	2005 Dodge ¾ P/U	152,000	-	4x4 ¾ Ton Pickup	\$29,000 *	Recommended
District Attorney	2008 Dodge Sedan	135,215	-	Sedan	\$25,000	Recommended
Parks/Grounds	2001 Dodge P/U	151,120	-	4x4 ½ Ton Pickup	\$25,000	Recommended
Planning	2006 Chevy P/U	151,000	-	4x4 ½ Ton Pickup	\$25,000	Recommended
Health	2001 Honda Civic	89,708	-	Sedan	\$17,000	Recommended
Health	2001 Honda Civic	60,000	-	Sedan	\$17,000	Recommended
Probation	2008 Chevy SUV	155,211	-	AWD SUV	\$28,000	Recommended
Sheriff	2010 Police Sedan	150,000	-	Marked Pursuit PPU	\$56,500 #	Recommended
Sheriff	2003 Ford SUV	145,121	-	Marked Pursuit PPU	\$56,500 #	Recommended
Sheriff	2008 Ford K9 SUV	146,000	-	Marked K9 SUV	\$68,000 #	Recommended
Sheriff	2011 Police Sedan	147,000	-	Marked Pursuit PPU	\$56,500 #	Recommended
Sheriff	2007 Police Sedan	149,000	-	Unmarked Pursuit PPU	\$54,500 #	Recommended
Sheriff	2008 Police Sedan	147,800	-	Marked Pursuit PPU	\$56,500 #	Recommended
Sheriff	2011 Police Sedan	152,315	-	Marked Pursuit PPU	\$56,500 #	Recommended
Sheriff	2012 4W ½T P/U	155,000	-	4x4 ½ T Crew P/U	\$54,500 #	Recommended

Total Vehicles Recommended: 19 Total CG Funds Recommended: \$712,000

* The Animal Transport Box will be transferred and reconditioned and funds will be appropriated within the Animal Control budget to do so.

Fully equipped turnkey Police units as per Sheriff's Office specifications and requirements (varies per vehicle).