

**COUNTY OF MADERA
BUDGET UNIT EXPENDITURE DETAIL
BUDGET FOR THE FISCAL YEAR 2017-18**

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

<u>ACCOUNT CLASSIFICATION</u>	<u>ACTUAL EXPENDITURES 2015-16</u>	<u>BOARD APPROVED EXPENDITURES 2016-17</u>	<u>DEPARTMENT REQUEST 2017-18</u>	<u>CAO RECOMMENDATION 2017-18</u>
Beginning Fund Balance	1,262,519	1,377,068	950,000	950,000 *
<u>INCOME</u>				
662740 Charges for Mileage	1,498,616	1,550,993	1,930,391	1,930,391
OTHER INCOME				
640101 Interest	6,989	5,000	5,500	5,500
680103 Sale of Fixed Assets & Other Sales	37,124	20,000	25,000	25,000
680401 Miscellaneous & Other Services	0	1,000	1,000	1,000
673908 Other Income	28,194	1,000	1,000	1,000
662741 Vehicle Maintenance Charges	192,028	220,336	220,336	220,336
TOTAL INCOME	1,762,951	1,798,329	2,183,227	2,183,227
<u>EXPENSES</u>				
721930 Cost of Inventoried Material & Supplies Used	684,348	832,000	844,275	844,275
OTHER OPERATING EXPENSES				
710102 Permanent Salaries	224,387	255,794	262,732	262,732
710108 Vacation & Sick Leave	5,855	0	0	0
710103 Extra Help	22,107	0	42,138	42,138
710200 Retirement	66,875	82,297	89,208	89,208
710300 Health Insurance	47,281	56,750	48,923	48,923
710400 Workers' Compensation	1,576	3,519	3,852	3,852
720200 Clothing & Personal Supplies	1,526	2,100	2,400	2,400
720300 Communications	1,461	1,400	1,400	1,400
720500 Household Expense	1,591	1,600	2,000	2,000
720600 Insurance	20,141	119	190	190
720605 Employer Share of Retiree Insurance		20,140	20,140	20,140
720800 Maintenance - Equipment	1,822	3,400	3,400	3,400

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OTHER OPERATING EXPENSES (continued)				
720900 Maintenance - Structures & Grounds	92	5,000	5,000	5,000
721000 Medical, Dental & Laboratory Supplies	0	100	100	100
721300 Office Expense	3,835	2,000	3,022	3,022
721400 Professional & Specialized Services	75,969	82,500	82,500	82,500
721600 Rents & Leases - Equipment	0	600	600	600
721800 Small Tools & Instruments	2,002	2,500	3,000	3,000
721900 Special Departmental Expense	4,997	5,000	5,000	5,000
722000 Transportation & Travel	865	1,500	2,000	2,000
722100 Utilities	11,685	16,000	18,000	18,000
731000 Depreciation	0	392,510	659,909	659,909
731400 Intrafund Transfer - Cost Plan	87,062	31,500	83,438	83,438
TOTAL EXPENSES	1,265,476	1,798,329	2,183,227	2,183,227
Income Over / (Under) Expenses	497,475	0	0	0
FIXED ASSETS				
740300 Equipment	753,425	712,000	1,197,710	1,197,710
TOTAL FIXED ASSETS	753,425	712,000	1,197,710	1,197,710

*Represents the Estimated Projected Fund Balance on June 30, 2017; the balance is subject to change due to expenses or revenues that may be accrued to June 30, 2017, 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>2015-16</u>	<u>Estimated</u> <u>2016-17</u>	<u>Projected</u> <u>2017-18</u>
Sedans	117	119	119
Sheriff Vehicles	68	70	71
Pickups, SUV's, Vans	128	128	130
Trucks	<u>0</u>	<u>0</u>	<u>0</u>
Total Vehicles	313	317	320

STAFFING

	<u>2016-17</u> <u>Authorized</u>	<u>2017-18</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** (\$1,930,391) is recommended increased \$379,398, 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 2017-18:

Sedan	52¢ per mile	Sheriff Vehicles	66¢/89¢*
Pickups and Vans	59¢ per mile	Sheriff PPU 4x4	89¢/\$1.09*

Note: The IRS rate for use of employees' personal vehicles as of January 1, 2017, is 53.5¢ per mile, and will be readjusted by the IRS on January 1, 2018.

*Sheriff's Unit mileage charges will vary from \$.66 to \$1.09 per mile based on actual costs of units and equipment with an SRS (Safety Replacement Supplement) added for early replacement due to safety issues.

CENTRAL GARAGE

EXPENSES

721930 **Cost of Inventoried Materials & Supplies Used** (\$844,275) is recommended increased \$12,275 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** (\$262,732) are recommended increased \$6,938 based on the recommended staffing level.

710103 **Extra Help** (\$42,138) is recommended increased based on anticipated work load and succession needs.

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** (\$2,400) is recommended increased \$300 for protective clothing, masks, glasses, and uniform cost.

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

720500 **Household Expense** (\$2,000) is recommended increased \$400 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.

CENTRAL GARAGE

OTHER OPERATING EXPENSES (continued)

- 721000** **Medical, Dental & Laboratory Supplies** (\$100) is recommended unchanged for first aid supplies.
- 721300** **Office Expense** (\$3,022) is recommended increased \$1,022 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 (\$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** (\$3,000) is recommended increased \$500 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** (\$2,000) is recommended increased \$500 for incidental travel costs when the staff must go out-of-County to retrieve County vehicles and for increased technician training.
- 722100** **Utilities** (\$18,000) is recommended increased \$2,000 based on present cost experience.
- 731000** **Depreciation** (\$659,909) is recommended increased \$267,399 to provide funds for equipment and vehicle replacement.
- 731400** **Intrafund Transfer** (\$83,438) is recommended increased \$51,938 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** (\$1,197,710) is recommended increased \$485,710 for the following vehicles which have been requested to be replaced by the respective Departments:

CENTRAL GARAGE

FIXED ASSETS (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	2001 Chevy Malibu	121,000	-	Sedan	\$20,000	Recommended
Central Garage	2001 Dodge P/U	141,000	-	Pickup	\$24,000	Recommended
Building Dept	2005 Chevy P/U	150,000	-	Pickup	\$24,000	Recommended
Corrections	1993 Chevy Van	100,000	-	1 ton Van	\$32,268	Recommended
Maintenance	2004 Chevy ¾ P/U	180,000	-	4x4 ¾ Ton Pickup	\$36,271	Recommended
Maintenance	1995 GMC 3500 Van	136,000	-	4x4 ¾ Ton Pickup	\$36,271	Recommended
Env Health	1997 Ford P/U	131,120	-	AWD SUV	\$25,000	Recommended
Probation	1998 Ford Victoria	145,000	-	AWD SUV	\$27,900	Recommended
Sheriff	2014 Ford PPU	145,000	-	Marked Pursuit PPU	\$64,000#	Recommended
Sheriff	2013 Police Sedan	153,240	-	Marked Pursuit PPU	\$64,000#	Recommended
Sheriff	2014 Ford PPU	158,320	-	Marked Pursuit PPU	\$64,000#	Recommended
Sheriff	2007 Ford 4x4 P/U	154,000	-	Marked Pursuit PPU	\$64,000#	Recommended
Sheriff	2011 Police Sedan	154,121	-	Marked Pursuit PPU	\$64,000#	Recommended
Sheriff	2013 Police Sedan	158,725	-	Marked Pursuit PPU	\$64,000#	Recommended
Sheriff	2014 Ford PPU	147,000	-	Marked Pursuit PPU	\$64,000#	Recommended
Sheriff	2013 Ford PPU	149,000	-	Marked Pursuit PPU	\$64,000#	Recommended
Sheriff	2007 Police P/U	160,000	-	Marked Pursuit PPU	\$64,000#	Recommended
Sheriff	2009 Police P/U	165,315	-	Marked Pursuit PPU	\$64,000#	Recommended
Sheriff	2011 Police Sedan	161,000	-	Marked Pursuit PPU	\$64,000#	Recommended
Sheriff	2013 Ford PPU	140,000	-	Marked Pursuit PPU	\$64,000#	Recommended
Sheriff	2013 Police Sedan	140,000	-	Marked Pursuit PPU	\$64,000#	Recommended
Sheriff	2012 Chevy 4x4 P/U	140,000	-	Admin PPU	\$50,000#	Recommended
Sheriff	2007 Ford 4x4 P/U	140,000	-	Detective 4x4 P/U	\$45,000#	Recommended
Sheriff	2006 Toyota 4x4 P/U	140,000	-	Detective 4x4 P/U	\$45,000#	Recommended
Total Vehicles Recommended:			24	Total CG Funds Recommended: \$1,197,710		

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