

**COUNTY OF MADERA
BUDGET UNIT EXPENDITURE DETAIL
BUDGET FOR THE FISCAL YEAR 2014-15**

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

<u>ACCOUNT CLASSIFICATION</u>	<u>ACTUAL EXPENDITURES 2012-13</u>	<u>BOARD APPROVED EXPENDITURES 2013-14</u>	<u>DEPARTMENT REQUEST 2014-15</u>	<u>CAO RECOMMENDATION 2014-15</u>
Beginning Fund Balance	2,362,476	2,169,693	1,806,146 *	1,806,146 *
<u>INCOME</u>				
662740 Charges for Mileage	1,467,407	1,533,138	1,503,083	1,503,083
OTHER INCOME				
640101 Interest	8,275	20,000	10,000	10,000
680103 Sale of Fixed Assets & Other Sales	19,688	40,000	40,000	40,000
680401 Miscellaneous & Other Services		1,000	1,000	1,000
673908 Other Income	3,157	1,000	1,000	1,000
662741 Vehicle Maintenance Charges	182,568	215,000	205,000	205,000
TOTAL INCOME	1,681,095	1,810,138	1,760,083	1,760,083
<u>EXPENSES</u>				
721930 Cost of Inventoried Material & Supplies Used	948,543	987,086	933,000	933,000
OTHER OPERATING EXPENSES				
710102 Permanent Salaries	240,257	244,157	246,427	246,427
710200 Retirement	62,061	69,323	72,664	72,664
710300 Health Insurance	46,428	52,101	45,718	45,718
710400 Workers' Compensation	1,076	1,577	1,169	1,169
720200 Clothing & Personal Supplies	1,710	2,100	2,100	2,100
720300 Communications	1,119	1,200	1,400	1,400
720500 Household Expense	1,676	1,400	1,400	1,400
720600 Insurance	64	44	65	65
720605 Employer Share of Retiree Insurance	17,111	20,140	20,140	20,140
720800 Maintenance - Equipment	2,961	3,400	3,400	3,400
720900 Maintenance - Structures & Grounds	3,100	5,000	5,000	5,000
721000 Medical, Dental & Laboratory Supplies	0	100	100	100
721300 Office Expense	899	1,800	2,000	2,000

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OTHER OPERATING EXPENSES (continued)				
721400 Professional & Specialized Services	55,192	82,500	82,500	82,500
721600 Rents & Leases - Equipment	681	600	600	600
721800 Small Tools & Instruments	1,199	2,500	2,500	2,500
721900 Special Departmental Expense	2,244	25,025	6,500	6,500
722000 Transportation & Travel	0	900	900	900
722100 Utilities	11,078	16,000	16,000	16,000
731000 Depreciation	0	262,028	285,000	285,000
731400 Intrafund Transfer - Cost Plan	116,908	31,157	31,500	31,500
TOTAL EXPENSES	1,514,307	1,810,138	1,760,083	1,760,083
Income Over / (Under) Expenses	166,788	0	0	0
FIXED ASSETS				
740300 Equipment	407,229	576,765	692,621	692,621
TOTAL FIXED ASSETS	407,229	576,765	692,621	692,621

*Represents the Estimated Projected Fund Balance on June 30, 2014; the balance is subject to change due to expenses or revenues that may be accrued to June 30, 2014, 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>2012-13</u>	<u>Estimated</u> <u>2013-14</u>	<u>Projected</u> <u>2014-15</u>
Sedans	127	120	117
Sheriff Vehicles	65	66	66
Pickups, SUV's, Vans	129	129	128
Trucks	<u>2</u>	<u>0</u>	<u>0</u>
Total Vehicles	323	315	311

STAFFING

	<u>2013-14</u> <u>Authorized</u>	<u>2014-15</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** (\$1,503,083) is recommended reduced \$30,055, representing the cost of the total miles traveled by the vehicles maintained by the Central Garage. Estimated miles to be traveled during 2014-15 are 2,939,009. It is recommended that the following Central Garage mileage rates be approved for 2014-15:

Sedan	45¢ per mile	Sheriff Vehicles	66¢ per mile
Pickups and Vans	54¢ per mile	Trucks	\$1.02 per mile

Note: The IRS rate for use of employees' personal vehicles as of January 1, 2014, is 56¢ per mile, and will be readjusted by the IRS on January 1, 2015.

CENTRAL GARAGE

EXPENSES

721930 **Cost of Inventoried Materials & Supplies Used** (\$933,000) is recommended reduced \$54,086 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** (\$246,427) are recommended increased \$2,270 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 increased \$200 based on present cost experience.

720500 **Household Expense** (\$1,400) 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 increased \$200 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** (\$6,500) is recommended reduced \$18,525 to fund an Internet subscription for service manuals (\$1,500), and to purchase an updated vehicle diagnostic machine and scope (\$5,000).
- 722000** **Transportation & Travel** (\$900) is recommended unchanged for incidental travel costs when the staff must go out-of-County to retrieve County vehicles and for training.
- 722100** **Utilities** (\$16,000) is recommended unchanged based on present cost experience.
- 731000** **Depreciation** (\$285,000) is recommended increased \$22,972 to provide funds for equipment and vehicle replacement.
- 731400** **Intrafund Transfer** (\$31,500) is recommended increased \$343 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** (\$692,621) is recommended increased \$115,856 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	1997 Olds Sedan	132,000	-	Hybrid Sedan	\$22,500	Recommended
Ag Commission	1997 GMC Pickup	166,250	-	4x4 Pickup	\$19,000	Recommended
Ag Commission	1987 GMC 1Ton	115,000	-	4x4 1Ton Pickup	\$27,500*	Recommended
Corrections	2004 Chevy Sedan	157,000	-	Sedan	\$19,838	Recommended
Corrections	2003 Ford 1T Van	150,200	-	1T Van	\$27,000**	Recommended
District Attorney	1997 Olds Sedan	133,740	-	Sedan	\$19,783	Recommended
Special Districts	2007 ¾ Dodge P/up	159,967	-	¾ T 4x4 Pickup/Utility	\$23,000***	Recommended
Special Districts	1997 ¾ Ford P/up	158,180	-	Mini SUV	\$24,000	Recommended
Special Districts	2003 ¾ Chevy P/up	157,099	-	¾ T 4x4 Pickup	\$25,000	Recommended
Special Districts	1997 ¾ GMC P/up	151,200	-	¾ T 4x4 Pickup/Utility	\$23,000***	Recommended
Special Districts	2007 ¾ Dodge P/up	154,054	-	¾ T 4x4 Pickup/Utility	\$23,000***	Recommended
Sheriff	2009 Police SUV	148,000	-	Marked Pursuit PPU	\$54,000 #	Recommended
Sheriff	2008 Police Sedan	145,800	-	Marked Pursuit PPU	\$54,000 #	Recommended
Sheriff	2001 Police Sedan	148,315	-	SUV	\$31,000 #	Recommended
Sheriff	2010 Police SUV	158,759	-	Unmarked 4x4 Pickup	\$36,000 #	Recommended
Sheriff	2010 Police Sedan	145,600	-	Marked Police PPU	\$54,100 #	Recommended
Sheriff	2004 Police Sedan	156,400	-	Unmarked Police PPU	\$35,000 #	Recommended
Sheriff	2010 Police SUV	157,000	-	Marked Police PPU	\$54,000 #	Recommended
Sheriff	2006 Chevy 4x4	155,470	-	Unmarked 4x4 Pickup	\$36,000 #	Recommended
Sheriff	2009 Police Sedan	148,250	-	Marked Police PPU	\$54,000 ##	Recommended
Sheriff	2002 Police Sedan	148,200	-	SUV	\$31,000 ##	Recommended
Total Vehicles Recommended:			21	Total CG Funds Recommended: \$692,621		

CENTRAL GARAGE

FIXED ASSETS (continued)

740300 Equipment (continued)

*This amount will be increased (approximately \$4,500) due to the requirement of a utility bed and will be appropriated within the Ag Commissioners budget.

**This amount will be increased (approximately \$3,000) due to transfer costs of the Prisoner cage from the retired vehicle and will be appropriated within the Corrections budget.

***This amount will be increased (approximately \$7,000) due to additional costs associated with adding a utility bed and rack and will be appropriated within the Special Districts Budget.

#Fully equipped turnkey Police units as per Sheriff's Office specifications and requirements.