

**COUNTY OF MADERA
BUDGET UNIT EXPENDITURE DETAIL
BUDGET FOR THE FISCAL YEAR 2013-14**

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

<u>ACCOUNT CLASSIFICATION</u>	<u>ACTUAL EXPENDITURES 2011-12</u>	<u>BOARD APPROVED EXPENDITURES 2012-13</u>	<u>DEPARTMENT REQUEST 2013-14</u>	<u>CAO RECOMMENDATION 2013-14</u>
<u>INCOME</u>				
662740 Charges for Mileage	1,507,213	1,595,766	1,533,138	1,533,138
OTHER INCOME				
640101 Interest	18,016	20,000	20,000	20,000
680103 Sale of Fixed Assets & Other Sales	44,973	12,000	40,000	40,000
680401 Miscellaneous & Other Services	0	1,000	1,000	1,000
673908 Other Income	952	1,000	1,000	1,000
662741 Vehicle Maintenance Charges	203,372	215,000	215,000	215,000
680200 Operating Transfers In	16,000	0	0	0
TOTAL INCOME	1,790,526	1,844,766	1,810,138	1,810,138
<u>EXPENSES</u>				
721930 Cost of Inventoried Material & Supplies Used	956,686	962,415	987,086	987,086
OTHER OPERATING EXPENSES				
710102 Permanent Salaries	271,769	235,588	244,157	244,157
710200 Retirement	69,471	61,829	69,323	69,323
710300 Health Insurance	54,162	49,079	52,101	52,101
710400 Workers' Compensation	1,012	1,076	1,577	1,577
720200 Clothing & Personal Supplies	1,786	2,100	2,100	2,100
720300 Communications	1,303	1,200	1,200	1,200
720500 Household Expense	1,680	1,400	1,400	1,400
720600 Insurance	77	64	44	44
720605 Employer Share of Retiree Insurance	15,483	18,310	20,140	20,140
720800 Maintenance - Equipment	3,683	3,400	3,400	3,400
720900 Maintenance - Structures & Grounds	289	5,000	5,000	5,000
721000 Medical, Dental & Laboratory Supplies	7	100	100	100
721300 Office Expense	1,219	1,800	1,800	1,800

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OTHER OPERATING EXPENSES (continued)				
721400 Professional & Specialized Services	49,124	82,500	82,500	82,500
721600 Rents & Leases - Equipment	492	600	600	600
721800 Small Tools & Instruments	1,214	2,500	2,500	2,500
721900 Special Departmental Expense	3,443	7,500	25,025	25,025
722000 Transportation & Travel	180	900	900	900
722100 Utilities	13,757	16,000	16,000	16,000
731000 Depreciation	0	266,811	262,028	262,028
731400 Intrafund Transfer - Cost Plan	111,103	124,594	31,157	31,157
TOTAL EXPENSES	1,557,939	1,844,766	1,810,138	1,810,138
Income Over / (Under) Expenses	232,587	0	0	0
FIXED ASSETS				
740300 Equipment	398,407	536,321	576,765	576,765
TOTAL FIXED ASSETS	398,407	536,321	576,765	576,765

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>2011-12</u>	<u>Estimated</u> <u>2012-13</u>	<u>Projected</u> <u>2013-14</u>
Sedans	127	133	111
Sheriff Vehicles	65	65	66
Pickups, SUV's, Vans	129	132	129
Trucks	<u>2</u>	<u>2</u>	<u>0</u>
Total Vehicles	323	332	306

STAFFING

<u>Permanent</u>	<u>2012-13 Authorized</u>		<u>2013-14</u>
	<u>Funded</u>	<u>Eliminated</u>	<u>Recommended</u>
Automotive Shop Supervisor	1		1
Automotive Technician	2*	1	2
Parts Assistant I/II	1		1
Senior Automotive Technician	<u>1</u>	<u>-</u>	<u>1</u>
Total Permanent	5	1	5

*One Automotive Technician position was eliminated with the 2012-13 Budget.

INCOME

662740 Charges for Mileage (\$1,533,138) is recommended reduced \$62,628, representing the cost of the total miles traveled by the vehicles maintained by the Central Garage. Estimated miles to be traveled during 2013-14 are 2,947,481. It is recommended that the following Central Garage mileage rates be approved for 2013-14:

CENTRAL GARAGE

INCOME (continued)

662740 Charges for Mileage (continued)

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, 2012, is 56.5¢ per mile, and will be readjusted by the IRS on January 1, 2014.

EXPENSES

721930 Cost of Inventoried Materials & Supplies Used (\$987,086) is recommended increased \$24,671 due to rising fuel costs and material and supplies used to operate and maintain the vehicles (parts, tires, fuel, lubricants, batteries, accident repair, etc).

OTHER OPERATING EXPENSES

710102 Permanent Salaries (\$244,157) are recommended increased \$8,569 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 (\$1,200) is recommended unchanged 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.

CENTRAL GARAGE

OTHER OPERATING EXPENSES (continued)

- 720605** **Employer Share of Retiree Insurance** (\$20,140) is recommended increased \$1,830 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.
- 721300** **Office Expense** (\$1,800) 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** (\$25,025) is recommended increased \$17,525 to fund an Internet subscription for service manuals (\$1,500), and for State mandated fuel system updates at three County fueling sites (\$23,525).
- 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** (\$262,028) is recommended reduced \$4,783 to provide funds for equipment and vehicle replacement.

CENTRAL GARAGE

OTHER OPERATING EXPENSES (continued)

731400 **Intrafund Transfer** (\$31,157) is recommended reduced \$93,437 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** (\$576,765) is recommended increased \$40,444 for the following vehicles which have been requested to be replaced by the respective Departments:

<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>
District Attorney	2001 Chevy Sedan	Wrecked	-	Sedan	\$19,690	Recommended
Corrections	2003 Ford E350 Van	175,307	-	E350 Ford Van	\$26,200*	Recommended
Bldg. Inspections	2006 Chevy Pickup	158,892	-	4x4 Pickup	\$19,972	Recommended
Bldg. Inspections	2004 Dodge Pickup	161,130	-	4x4 Pickup	\$19,972	Recommended
Bldg. Inspections	2004 Dodge Pickup	152,171	-	4x4 Pickup	\$19,972	Recommended
Special Districts	1998 Ford ¾ Pickup	152,814	-	Mini SUV	\$23,618	Recommended
Special Districts	2008 Ford ¾ Utility	157,217	-	¾ T 4x4 Pickup/Utility	\$22,703**	Recommended
Probation	1999 Ford Sedan	143,767	-	Police Utility Vehicle	\$26,338***	Recommended
Sheriff	2009 Police SUV	161,000	-	Marked Pursuit PPU	\$54,000 #	Recommended
Sheriff	2008 Pursuit Sedan	157,500	-	Marked Pursuit PPU	\$54,000 #	Recommended
Sheriff	2005 Det 4x4 P/up	153,233	-	½ T 4x4 ExCab Pickup	\$33,500 #	Recommended
Sheriff	2009 Police SUV	164,000	-	Marked Pursuit PPU	\$54,000 #	Recommended
Sheriff	2008 Police SUV	153,000	-	Marked Pursuit PPU	\$54,000 #	Recommended
Sheriff	2007 Det 4x4 P/up	154,000	-	Unmarked Police PPU	\$40,600 #	Recommended
Sheriff	2007 Det 4x4 P/up	165,700	-	Unmarked Police PPU	\$37,100 #	Recommended
Sheriff	2007 Det 4x4 P/up	152,200	-	Unmarked Police PPU	\$37,100 #	Recommended
Sheriff	2002 Police Sedan	167,500	-	Unmarked Police PPV	\$34,000 #	Recommended

Total Vehicles Recommended: 17

Total CG Funds Recommended:

\$576,765

CENTRAL GARAGE

FIXED ASSETS (continued)

740300 Equipment (continued)

*This amount will be increased (approximately \$3,000) Due to transfer costs of the Prisoner cage from the retired vehicle and will be appropriated from funds from the DOC

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

***This amount will be increased (approximately \$1,900) due to probation requirements of a partition and safety lights and will be appropriated from the Probation Budget.

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