

**COUNTY OF MADERA
BUDGET UNIT EXPENDITURE DETAIL
BUDGET FOR THE FISCAL YEAR 2012-13**

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

<u>ACCOUNT CLASSIFICATION</u>	<u>ACTUAL EXPENDITURES 2010-11</u>	<u>BOARD APPROVED EXPENDITURES 2011-12</u>	<u>DEPARTMENT REQUEST 2012-13</u>	<u>CAO RECOMMENDATION 2012-13</u>
<u>INCOME</u>				
662740 Charges for Mileage	1,508,985	1,563,058	1,595,766	1,595,766
OTHER INCOME				
640101 Interest	33,367	28,000	20,000	20,000
680103 Sale of Fixed Assets & Other Sales	7,474	12,000	12,000	12,000
680401 Miscellaneous & Other Services	0	1,000	1,000	1,000
673908 Other Income	347	1,000	1,000	1,000
662741 Vehicle Maintenance Charges	226,461	215,000	215,000	215,000
TOTAL INCOME	1,776,634	1,820,058	1,844,766	1,844,766
<u>EXPENSES</u>				
721930 Cost of Inventoried Material & Supplies Used	886,327	875,000	962,415	962,415
OTHER OPERATING EXPENSES				
710102 Permanent Salaries	266,654	273,129	235,588	235,588
710103 Extra Help	0	2,500	0	0
710200 Retirement	63,285	70,178	61,829	61,829
710300 Health Insurance	51,706	52,594	49,079	49,079
710400 Workers' Compensation	1,594	1,012	1,076	1,076
720200 Clothing & Personal Supplies	1,994	2,100	2,100	2,100
720300 Communications	1,688	1,200	1,200	1,200
720500 Household Expense	1,240	1,400	1,400	1,400
720600 Insurance	68	77	64	64
720605 Employer Share of Retiree Insurance	17,462	18,310	18,310	18,310
720800 Maintenance - Equipment	3,652	3,700	3,400	3,400
720900 Maintenance - Structures & Grounds	2,442	5,500	5,000	5,000
721000 Medical, Dental & Laboratory Supplies	3	100	100	100
721100 Memberships	85	0	0	0
721300 Office Expense	1,120	1,800	1,800	1,800

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OTHER OPERATING EXPENSES (continued)				
721400 Professional & Specialized Services	64,794	82,500	82,500	82,500
721600 Rents & Leases - Equipment	383	600	600	600
721800 Small Tools & Instruments	1,889	2,500	2,500	2,500
721900 Special Departmental Expense	2,741	7,000	7,500	7,500
722000 Transportation & Travel	90	900	900	900
722100 Utilities	16,157	16,000	16,000	16,000
731000 Depreciation	0	266,811	266,811	266,811
731400 Intrafund Transfer - Cost Plan	150,818	135,147	124,594	124,594
TOTAL EXPENSES	1,536,192	1,820,058	1,844,766	1,844,766
Income Over / (Under) Expenses	240,442	0	0	0
FIXED ASSETS				
740300 Equipment	36,438	419,811	536,321	536,321
TOTAL FIXED ASSETS	36,438	419,811	536,321	536,321

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. The Central Garage is also exploring a temporary expansion into the Oakhurst area to help reduce costs to the Sheriff's and other County Departments utilizing vehicles in Eastern Madera County.

WORKLOAD

	<u>Actual 2010-11</u>	<u>Estimated 2011-12</u>	<u>Projected 2012-13</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>2011-12 Authorized</u>	<u>2012-13 Funded</u>	<u>Recommended Eliminated</u>
<u>Permanent</u>			
Automotive Shop Supervisor	1	1	
Automotive Technician	3	2	1*
Parts Assistant I/II	1	1	
Senior Automotive Technician	<u>1</u>	<u>1</u>	<u>-</u>
Total Permanent	6	5	1

*One Automotive Technician is recommended for elimination.

CENTRAL GARAGE

INCOME

662740 **Charges for Mileage** (\$1,595,766) is recommended increased \$32,708, representing the cost of the total miles traveled by the vehicles maintained by the Central Garage. Estimated miles to be traveled during 2012-13 are 2,947,634. It is recommended that the following Central Garage mileage rates be approved for 2012-13.

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 55.5¢ per mile, and will be readjusted by the IRS on January 1, 2013.

EXPENSES

721930 **Cost of Inventoried Materials & Supplies Used** (\$962,415) is recommended increased \$87,415 due to rising fuel costs and material and supplies used to operate and maintain the vehicles (parts, tires, fuel, lubricants, batteries, etc).

OTHER OPERATING EXPENSES

710102 **Permanent Salaries** (\$235,588) are recommended reduced \$37,541 based on the recommended staffing level.

710103 **Extra Help** (\$0) is not recommended, a reduction of \$2,500.

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.

CENTRAL GARAGE

OTHER OPERATING EXPENSES (continued)

- 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** (\$18,310) is recommended unchanged for the Department's share of retirees' health insurance premiums.
- 720800** **Maintenance - Equipment** (\$3,400) is recommended reduced \$300 for maintaining equipment in the shop.
- 720900** **Maintenance - Structures & Grounds** (\$5,000) is recommended reduced \$500 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** (\$7,500) is recommended increased \$500 to fund an Internet subscription for service manuals (\$1,500), and for a fuel system update (\$6,000).
- 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.

CENTRAL GARAGE

OTHER OPERATING EXPENSES (continued)

731000 **Depreciation** (\$266,811) is recommended unchanged to provide funds for equipment and vehicles which need to be replaced.

731400 **Intrafund Transfer** (\$124,594) is recommended reduced \$10,553 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** (\$536,321) is recommended increased \$116,510 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>
RMA-Special Districts	1999 3/4 Ton P/U	162,300	-	3/4 Ton Pickup LWB 4x4	\$22,947*	Recommended
	1997 3/4 Ton P/U	159,207	-	3/4 Ton Pickup LWB 4x4	\$22,947*	Recommended
Sheriff	2001 Pursuit Sedan	165,000	-	Equipped Police Sedan	\$50,804**	Recommended
	2007 Pursuit Sedan	164,500	-	Equipped Police Sedan	\$50,804**	Recommended
	2007 Pursuit Sedan	170,100	-	Equipped Police Sedan	\$50,804**	Recommended
	2007 Pursuit Sedan	165,000	-	Equipped Police Sedan	\$50,804**	Recommended
	2007 Pursuit Sedan	169,000	-	Equipped Police Sedan	\$50,804**	Recommended
	2003 Police SUV	160,000	-	1/2T Crewcab 4x4 P/U	\$52,850**	Recommended
	2008 Police SUV	166,000	-	1/2T Crewcab 4x4 P/U	\$52,850**	Recommended
	2008 Pursuit Sedan	169,000	-	1/2T Crewcab 4x4 P/U	\$52,850**	Recommended
	2001 Detective P/U	169,000	-	Detective ExCab 4x4 P/U	\$32,857**	Recommended
	2002 Police SUV	190,000	-	Mini SUV	\$22,500	Recommended
2005 Admin Sedan	164,500	-	Mini SUV	\$22,500	Recommended	

CENTRAL GARAGE

FIXED ASSETS (continued)

740300 Equipment (continued)

Total Vehicles Recommended: 13

Total Funds Recommended: \$536,321

*This amount will be increased (approximately \$6,000) due to additional costs associated with adding a utility bed and rack, and will be appropriated from the Special Districts Budget.

**Fully equipped turnkey Police units as per Sheriff's Office specifications and or RFP requirements.