

**COUNTY OF MADERA
BUDGET UNIT EXPENDITURE DETAIL
BUDGET FOR THE FISCAL YEAR 2011-12**

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

<u>ACCOUNT CLASSIFICATION</u>	<u>ACTUAL EXPENDITURES 2009-10</u>	<u>BOARD APPROVED EXPENDITURES 2010-11</u>	<u>DEPARTMENT REQUEST 2011-12</u>	<u>CAO RECOMMENDATION 2011-12</u>
<u>INCOME</u>				
662740 Charges for Mileage	1,627,835	1,603,531	1,563,058	1,563,058
OTHER INCOME				
640101 Interest	29,793	28,000	28,000	28,000
680103 Sale of Fixed Assets & Other Sales	21,645	15,000	12,000	12,000
680401 Miscellaneous & Other Services	28,211	1,000	1,000	1,000
673908 Other Income	174,000	1,000	1,000	1,000
662741 Vehicle Maintenance Charges	210,152	220,000	215,000	215,000
TOTAL INCOME	2,091,636	1,868,531	1,820,058	1,820,058
<u>EXPENSES</u>				
721930 Cost of Inventoried Material & Supplies Used	799,649	875,000	875,000	875,000
OTHER OPERATING EXPENSES				
710102 Permanent Salaries	265,342	274,975	273,129	273,129
710103 Extra Help	0	2,500	2,500	2,500
710200 Retirement	63,334	67,928	70,178	70,178
710300 Health Insurance	46,228	47,100	52,594	52,594
710400 Workers' Compensation	1,716	1,594	1,012	1,012
720200 Clothing & Personal Supplies	2,020	2,000	2,100	2,100
720300 Communications	846	1,000	1,200	1,200
720500 Household Expense	896	1,400	1,400	1,400
720600 Insurance	64	68	77	77
720605 Employer Share of Retiree Insurance	16,751	11,433	18,310	18,310
720800 Maintenance - Equipment	4,678	4,300	3,700	3,700
720900 Maintenance - Structures & Grounds	5,002	7,000	5,500	5,500
721000 Medical, Dental & Laboratory Supplies	52	100	100	100
721300 Office Expense	1,647	1,800	1,800	1,800
721400 Professional & Specialized Services	58,008	65,000	82,500	82,500
721600 Rents & Leases - Equipment	84	600	600	600

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OTHER OPERATING EXPENSES (continued)				
721800 Small Tools & Instruments	1,812	2,500	2,500	2,500
721900 Special Departmental Expense	2,288	5,500	7,000	7,000
722000 Transportation & Travel	0	900	900	900
722100 Utilities	13,417	14,000	16,000	16,000
731000 Depreciation	580,000	331,015	266,811	266,811
731400 Intrafund Transfer - Cost Plan	50,686	150,818	135,147	135,147
TOTAL EXPENSES	1,914,520	1,868,531	1,820,058	1,820,058
Income Over (Under Expenses)	177,116	0	0	0
FIXED ASSETS				
740300 Equipment	689,182	402,500	419,811	419,811
TOTAL FIXED ASSETS	689,182	402,500	419,811	419,811

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 2009-10</u>	<u>Estimated 2010-11</u>	<u>Projected 2011-12</u>
Sedans	127	133	109
Sheriff Vehicles	65	65	64
Pickups, SUV's, Vans	129	132	127
Trucks	<u>2</u>	<u>2</u>	<u>0</u>
Total Vehicles	323	332	300

STAFFING

<u>Permanent</u>	<u>2010-11 Authorized</u>	<u>2011-12 Recommended</u>
Automotive Shop Supervisor	1	1
Automotive Technician	3	3
Parts Assistant I/II	1	1
Senior Automotive Technician	<u>1</u>	<u>1</u>
Total Permanent	6	6

INCOME

662740 **Charges for Mileage** (\$1,563,058) is recommended reduced \$40,473, representing the cost of the total miles traveled by the vehicles maintained by the Central Garage. Estimated miles to be traveled during 2011-12 are 2,805,720. It is recommended that the following Central Garage mileage rates be approved for 2011-12. These rates are unchanged from 2010-11.

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 July 1, 2011, is 55.5¢ per mile, and will be readjusted by the IRS on January 1, 2012.

EXPENSES

721930 **Cost of Inventoried Materials & Supplies Used** (\$875,000) is recommended unchanged for material and supplies used to operate and maintain the vehicles (parts, tires, fuel, lubricants, batteries, etc.).

OTHER OPERATING EXPENSES

710102 **Permanent Salaries** (\$273,129) are recommended reduced \$1,846 based on the recommended staffing level.

710103 **Extra Help** (\$2,500) is recommended unchanged for an extra-help Automotive Technician when required.

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 increased \$100 for protective clothing, masks, glasses, and uniform cost.

720300 **Communications** (\$1,200) is recommended increased \$200 based on present cost experience.

720500 **Household Expense** (\$1,400) is recommended unchanged for rags, towels, degreasers, soaps, etc.

OTHER OPERATING EXPENSES (continued)

- 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 increased \$6,877 for the Department's share of retirees' health insurance premiums.
- 720800** **Maintenance - Equipment** (\$3,700) is recommended reduced \$600 for maintaining equipment in the shop.
- 720900** **Maintenance - Structures & Grounds** (\$5,500) is recommended reduced \$1,500 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 increased \$17,500 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** (\$7,000) is recommended increased \$1,500 to pay State administrative costs for the purchase of vehicles (\$3540), for an Internet subscription for service manuals (\$1,500), and for annual update for the onboard vehicle scanner (\$1,960).
- 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 increased \$2,000 based on present cost experience.
- 731000** **Depreciation** (\$266,811) is estimated reduced \$64,204 to provide funds for vehicles which need to be replaced.
- 731400** **Intrafund Transfer** (\$135,147) is recommended reduced \$15,671 to reimburse the General Fund for all Purchasing, Human Resources, Administrative, and Auditor-Controller costs associated with this department.

FIXED ASSETS

740300 **Equipment** (\$419,811) is recommended increased \$17,311 for the following vehicles which have been requested to be replaced or added to 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	2003 3/4 Ton Pickup 4x4	169,300	-	3/4 Ton Pickup LWB 4x4	\$22,947*	Recommended
Sheriff	2002 Ex-Cab Pickup	165,000	-	3/4 Ton Ex-Cab Pickup	25,122	Recommended
	2006 Reg Cab Pickup	180,000	-	4x4 Reg Cab Pickup	20,248	Recommended
	2007 Patrol Automobile	175,000	-	Full Size Patrol Automobile	29,550	Recommended
	2007 Patrol Automobile	175,000	-	Full Size Patrol Automobile	29,550	Recommended
	2007 Patrol Automobile	175,000	-	Full Size Patrol Automobile	29,550	Recommended
	2007 Patrol Automobile	175,000	-	Full Size Patrol Automobile	29,550	Recommended
	2006 Full Size SUV	175,000	-	Full Size SUV	27,194	Recommended
	2006 Full Size SUV	175,000	-	3/4 4x4 CrewCab Pickup	26,550	Recommended
	2006 Full Size SUV	175,000	-	3/4 4x4 CrewCab Pickup	26,550	Recommended

<u>Department</u>	<u>Equipment</u>	<u>Cost per Vehicle</u>	<u># of Vehicles</u>	<u>Description</u>	<u>Estimated Cost</u>	<u>Recommended/ Not Recommended</u>
Sheriff	Additional Equipment	\$10,000	2	Equipment for Unmarked Cars	\$ 20,000	Recommended
	Additional Equipment	\$19,000	7	Equipment for Marked Cars	133,000	Recommended

Total Vehicles Requested: 10
Total Vehicles Recommended: 10

Total Funds Recommended: \$419,811

***Note:** 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.