



Fund Purpose

An internal service fund set up to account for the maintenance and repair of all county-owned motorized equipment. The operation includes a county-wide fuel dispensing system; a stockroom to furnish parts and supplies for vehicle repair and maintenance; the operation of a service truck for maintaining equipment in the field; the maintenance of a database of vehicle repair costs, receiving, setup and issuing of all new vehicles and equipment to County departments; and disposal of surplus vehicles and equipment for County departments. Other activities include assisting the Department of Administration – Purchasing Division in the development of equipment specifications and in the evaluation of bids, assisting user departments in making vehicle maintenance, repair, and replacement decisions and exploring the use of new technologies (electronic diagnostics, alternative fuels, etc.) for improving the County's fleet capability.

Financial Summary	2008 Actual	2009 Adopted Budget	2009 Estimate	2010 Budget	Change From 2009 Adopted Budget	
					\$	%
Revenues						
General Government	\$0	\$0	\$0	\$0	\$0	N/A
Fine/Licenses	\$0	\$0	\$0	\$0	\$0	N/A
Charges for Services	\$88,193	\$114,619	\$95,000	\$110,273	(\$4,346)	-3.8%
Interdepartmental (a)	\$3,661,435	\$3,283,648	\$2,935,500	\$3,354,655	\$71,007	2.2%
Appr. Fund Balance (b)	\$104,745	\$113,083	\$115,939	\$101,083	(\$12,000)	-10.6%
Other Revenue	\$21,225	\$19,000	\$19,000	\$19,000	\$0	0.0%
County Tax Levy	\$0	\$0	\$0	\$0	\$0	N/A
Total Revenue Sources	\$3,875,598	\$3,530,350	\$3,165,439	\$3,585,011	\$54,661	1.5%
Expenditures						
Personnel Costs	\$1,234,328	\$1,291,717	\$1,249,008	\$1,267,226	(\$24,491)	-1.9%
Operating Expenses	\$2,479,863	\$2,173,055	\$1,858,993	\$2,226,296	\$53,241	2.5%
Interdept. Charges	\$58,439	\$61,960	\$61,860	\$61,477	(\$483)	-0.8%
Fixed Assets (c)	\$0	\$0	\$0	\$0	\$0	N/A
Total Expenditures	\$3,772,630	\$3,526,732	\$3,169,861	\$3,554,999	\$28,267	0.8%
Operating Inc./Loss	\$102,968	\$3,618	(\$4,422)	\$30,012	\$26,394	730%

Position Summary (FTE)

Regular Positions	17.00	17.00	17.00	16.00	(1.00)
Extra Help	0.00	0.00	0.00	0.45	0.45
Overtime	0.09	0.07	0.08	0.08	0.01
Total	17.09	17.07	17.08	16.53	(0.54)

- a) Revenues generated from interdepartmental charges are provided by various revenue sources including tax levy funding.
- b) Includes Central Fleet Fund Balance appropriation of \$101,083 in 2008, 2009 and 2010 for the facility depreciation; and \$12,000 in 2009 for the purchase of InfoCenter software.
- c) Total expenditures and net operating income exclude fixed asset purchases to conform with financial accounting standards. Fixed Asset purchases will be made out of operating revenues and cash balances and are included in the department's fixed assets expenditure request.

Repair & Maintenance

County-Wide Key Strategic Outcome: A county that provides customers with quality programs and services

Program Description

Provides for the maintenance and repair for all county-owned motorized equipment. This includes a stockroom, a service truck for on-site customer repairs, and the maintenance of a database of vehicle repair costs, receiving, setup, and new vehicle issuance. This division also provides repair and maintenance services to external customers.

	2008 Actual	2009 Budget	2009 Estimate	2010 Budget	Budget Change
Staffing (FTE)	16.74	16.72	16.72	16.18	(0.54)
General Government	\$0	\$0	\$0	\$0	\$0
Fine/Licenses	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$88,193	\$114,619	\$95,000	\$110,273	(\$4,346)
Interdepartmental (a)	\$2,064,896	\$1,965,200	\$1,925,000	\$2,027,519	\$62,319
Other Revenue	\$21,225	\$19,000	\$19,000	\$19,000	\$0
Appr. Fund Balance	\$104,745	\$113,083	\$115,939	\$101,083	(\$12,000)
County Tax Levy	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$2,279,059	\$2,211,902	\$2,154,939	\$2,257,875	\$45,973
Personnel Costs	\$1,210,815	\$1,264,424	\$1,224,086	\$1,241,947	(\$22,477)
Operating Expenses	\$966,069	\$899,627	\$893,899	\$939,613	\$39,986
Interdept. Charges	\$57,095	\$60,540	\$60,440	\$60,026	(\$514)
Fixed Assets (Memo)(b)	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$2,233,979	\$2,224,591	\$2,178,425	\$2,241,586	\$16,995
Operating Income/(Loss)	\$45,080	(\$12,689)	(\$23,486)	\$16,289	\$28,978

(a) Revenues generated from interdepartmental charges are provided by various revenue sources including tax levy funding.

(b) Total expenditures and net operating income exclude Fixed Asset purchases to conform with financial accounting standards. Fixed Asset purchases will be made out of operating revenues and cash balances and are included in the department's fixed assets expenditure request.



Program Highlights

Central Fleet continues to provide repair and maintenance service to both internal departments and external customers. The Division continues to charge a separate rate to external customer, while maintaining services to internal customers. Revenue projections are based on a three-year average of services provided to customers. No significant change in customer needs is anticipated in 2010. Other revenues include salvage revenues, oil recycling revenues and miscellaneous reimbursements.

Due to a decrease in work volume, Central Fleet is reducing overhead costs by unfunding 1.00 FTE Parts Runner position in 2010, resulting in a reduction of personnel costs. A portion of the Parts Runner costs savings is being shifted to extra help (\$15,000) for the occasional parts running in lieu of traditional shipping. The increase in Operating expenses is partly due to an anticipated increase for parts purchased for repairs and maintenance; and due to an increase for parts delivery services. These cost projections, in addition to the projected cost of commercial repairs, are based on a three-year history of vehicle repairs and maintenance. Other expenditures in this appropriation unit include building maintenance costs; utilities; software maintenance; outside vendor costs; and small tools and supplies for the shop personnel.

Repair & Maintenance (cont.)

Interdepartmental charges are consistent with 2009 budgeted levels. Expenses in this appropriation unit include workers compensation, general vehicle liability insurance, property insurance, telephone charges, radio charges, computer replacement charges and indirect cost charges. Although the interdepartmental charges for computer replacement and maintenance has increased by 40%, or \$5,200; this is offset by a 30%, or \$5,800 reduction in Workers Compensation due to a more favorable three-year history in accident claims.

In an effort to keep the 2009 to 2010 rate increase below a 2.5%, the 2010 Central Fleet Rates are as follows:

Heavy labor rate:	\$82.00, 2.2% increase from 2009
Light labor rate:	\$69.25, a 2.2% increase from 2009
Service rate:	\$75.25, 2.0% increase from 2009
Outside Heavy labor rate:	\$88.50, 2.3% increase from 2009
Outside Light labor rate:	\$73.75, 2.1% increase from 2009
Outside Service rate:	\$80.50, 2.2% increase from 2009
Parts markup:	16%, 0% increase from 2009
Commercial markup:	16%, 0% increase from 2009

Program Highlights



Performance Measures

	2008 Actual	2009 Budget	2009 Estimate	2010 Budget	Budget Change
Total Preventive Maintenance vs. Repairs	26%	25%	25%	25%	0%
Marked Squad Basic A-PM Costs	\$31.50	\$33.42	\$33.42	\$32.20	(\$1.22)

	Benchmark	07 Actual	08 Actual
Customer Satisfaction	85%	98%	94%
Vehicle Comebacks	2%	<1%	1%
Marked Squad A PM	0.30 hours	0.25 hours	0.25 hours
Outfront Mower PM	2.00 hours	1.43 hours	1.39 hours
Patrol Truck Availability	93%	91%	94%



Activity	2008 Actual	2009 Budget	2009 Estimate	2010 Budget	Budget Change
Total Work Orders	6,364	6,400	6,400	6,500	100
Internal Customer Work Orders	6,116	6,025	6,125	6,200	175
External Customer Work Orders	248	375	275	300	(75)
Total Internal. Cust. Rep./Maint. Revenues	\$2,024,896	\$1,925,201	\$1,885,000	\$1,987,519	\$62,318
Total External Cust. Rep./Maint. Revenues	\$88,193	\$114,618	\$85,000	\$110,273	(\$4,345)
Total External Customers	5	5	6	6	1

Central Fueling

County-Wide Key Strategic Outcome: A county that provides customers with quality programs and services

Program Description

This program provides a county-wide fuel dispensing system for all county vehicles and equipment.

	2008 Actual	2009 Budget	2009 Estimate	2010 Budget	Budget Change
Staffing (FTE)	\$0	0.35	0.35	0.35	0.00
General Government	\$0	\$0	\$0	\$0	\$0
Fine/Licenses	\$0	\$0	\$0	\$0	\$0
Charges for Services	\$0	\$0	\$0	\$0	\$0
Interdepartmental (a)	\$1,596,539	\$1,318,448	\$1,010,500	\$1,327,136	\$8,688
Other Revenue	\$0	\$0	\$0	\$0	\$0
Appr. Fund Balance	\$0	\$0	\$0	\$0	\$0
County Tax Levy	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$1,596,539	\$1,318,448	\$1,010,500	\$1,327,136	\$8,688
Personnel Costs	\$23,513	\$27,293	\$24,922	\$25,279	(\$2,014)
Operating Expenses	\$1,513,794	\$1,273,428	\$965,094	\$1,286,683	\$13,255
Interdept. Charges	\$1,344	\$1,420	\$1,420	\$1,451	\$31
Fixed Assets	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$1,538,651	\$1,302,141	\$991,436	\$1,313,413	\$11,272
Operating Income/(Loss)	\$57,888	\$16,307	\$19,064	\$13,723	(\$2,584)

(a) Revenues generated from interdepartmental charges are provided by various revenue sources including tax levy funding.



Program Highlights

It 2010 budget assumes the average wholesale price of fuel (diesel and unleaded) will be \$3.00 per gallon in 2010. This is consistent with the 2009 budget base. Fuel usage is based on a three-year average of actual usage and is budgeted slightly above the 2009 Budget. There are no programmatic changes anticipated in the fuel program, however staff is working with Parks and Land Use staff to determine the impacts of the State's Administrative Rule to regulate fuel tanks and pumps (COMM10) to determine budgetary impacts and procedural changes of this rule. Integrity testing of all the underground tanks will continue in 2010 and funds are budgeted for ongoing maintenance and repairs of the 18 sites.

In an effort to keep the 2009 to 2010 rate increase below a 2.5%, the 2010 Central Fleet Rates are as follows:

Fuel markup: \$0.20 per gallon, \$0.00 increase from 2010



Activity

	2008 Actual	2009 Budget	2009 Estimate	2010 Budget	Budget Change
Fuel Sites maintained	18	18	18	18	0
Gallons sold	473,339	412,015	417,606	414,730	2,715