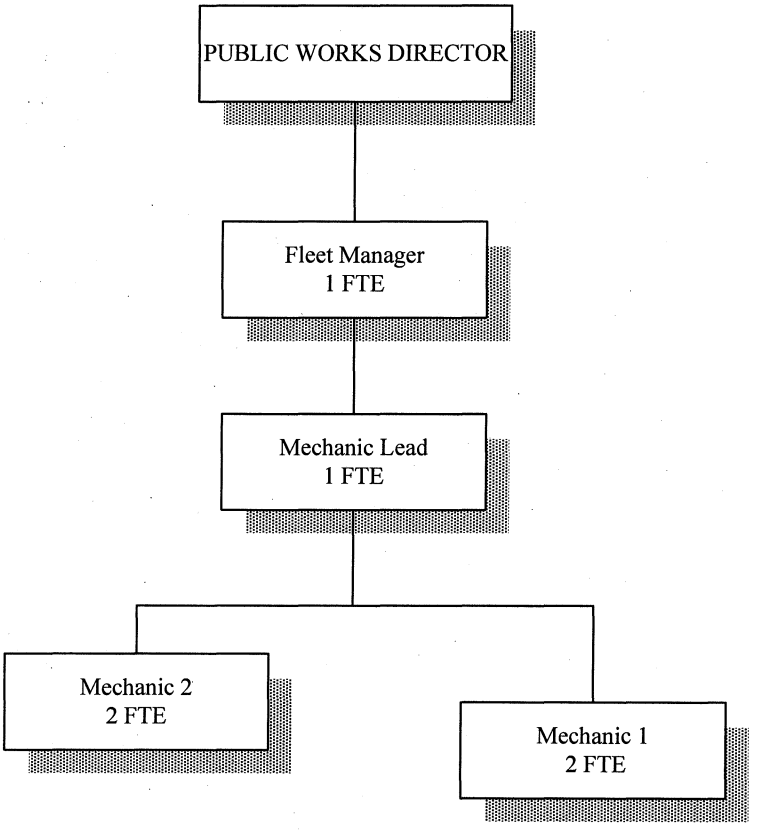
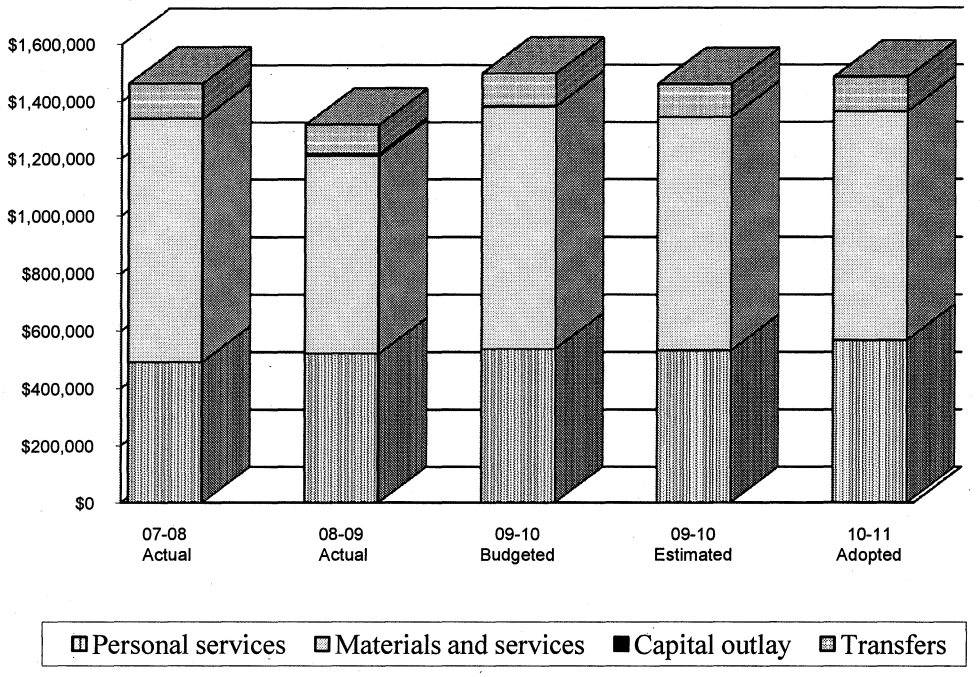
Garage Fund

FY 2010-11 BUDGETED POSITIONS



GARAGE FUND
ADOPTED FY 2010-11



By Expenditure Type

GARAGE FUND
SUMMARY OF REVENUES AND EXPENDITURES
AND OTHER FINANCING SOURCES & USES

	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budgeted	FY 2009-10 Estimated	FY 2010-11 Adopted
Revenues:					
Interest on investments	$8,169	$5,090	$750	$2,000	$600
Miscellaneous	23,482	25,219	0	5,762	0
Sub Total Revenues	$31,651	$30,309	$750	$7,762	$600
Expenditures:					
Personal services	$492,103	$521,064	$537,448	$531,744	$568,711
Materials & services	848,019	688,266	843,600	811,800	793,950
Capital outlay	0	9,430	0	0	0
Sub Total Expenditures	$1,340,122	$1,218,760	$1,381,048	$1,343,544	$1,362,661
Revenues Over/Under Expenditures	($1,308,471)	($1,188,451)	($1,380,298)	($1,335,782)	($1,362,061)
Other financing sources (uses):					
Transfers in	$1,384,998	$1,317,911	$1,467,081	$1,427,081	$1,483,184
Transfers out	(123,407)	(99,245)	(115,523)	(115,523)	(120,671)
Total Other Financing Sources (Uses):	$1,261,591	$1,218,666	$1,351,558	$1,311,558	$1,362,513
Net Change in Fund Balance	($46,880)	$30,215	($28,740)	($24,224)	$452
Fund Balance/Working Capital Beginning of Year	130,280	83,400	113,615	113,615	89,391
Fund Balance (Contingency)/Working Capital End of Year	$83,400	$113,615	$84,875	$89,391	$89,843

Contingency for FY 2010-11 adopted budget is available for appropriation upon the City Council's approval. This fund is an internal service fund and relies on charges for services provided to the City's various operating funds. Unlike operating funds, it is not necessary to maintain the 16% contingency balances from year to year.

FUND:	DEPARTMENT:
602 GARAGE	PUBLIC WORKS
	DEPARTMENT HEAD: PETER ARELLANO

MISSION STATEMENT:

Provide high quality and efficient vehicle maintenance, repair and procurement services for the City's fleet of vehicles. Establish and achieve high standards for vehicle reliability, appearance, longevity and performance.

The primary source of revenue is charges to other funds for maintenance and upkeep of vehicles and equipment.

REQUIREMENTS	FY 2007-08 ACTUAL	FY 2008-09 ACTUAL	FY 2009-10 BUDGETED	FY 2010-11 PROPOSED	FY 2010-11 ADOPTED
POSITION	6.00	6.00	6.00	6.00	6.00
PERSONAL SERVICES	$492,102	$521,064	$537,448	$568,711	$568,711
MATERIALS & SERVICES	848,019	688,266	843,600	793,950	793,950
CAPITAL OUTLAY	0	9,430	0	0	0
TRANSFERS	123,407	99,245	115,523	120,671	120,671
CONTINGENCY	0	0	84,875	89,843	89,843
TOTAL	**$1,463,528**	**$1,318,005**	**$1,581,446**	**$1,573,175**	**$1,573,175**

Funding Sources:	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2010-11
Beginning Working Capital	$130,280	$83,400	$113,615	$89,391	$89,391
Operating Transfers	31,651	30,309	750	600	600
Miscellaneous Revenues	1,384,999	1,317,910	1,467,081	1,483,184	1,483,184

Program Objective (services provided):	FY 2007-08 Actual	FY 2008-09 Actual	FY 2009-10 Budgeted	FY 2010-11 Adopted
Garage Budget Cost Per Capita (less contingency & reserve)	$17.11	$15.29	$17.23	$16.95
Garage Budget as Percent of City's Total Budget (less contingencies and capital projects)	1.611%	1.444%	0.985%	0.958%

FUND: 602 GARAGE	**DEPARTMENT:** PUBLIC WORKS
PROGRAM: 0762 FLEET MAINTENANCE	**PROGRAM MANAGER:** CRAIG CRAWFORD

Program Goal:
Provide a safe and reliable fleet of vehicles for use by City employees. Achieve high levels of vehicle reliability through the use of a comprehensive preventive maintenance program. Provide specialized support to fleet vehicle users when necessary to assure that well designed and properly equipped vehicles are regularly available for use. Convert the city's vehicle fleet to utilize a combination of renewable fuels (E-85, Bio-diesel) and to incorporate electric and hybrid technologies.

Program Objective (services provided):	**FY 2007-08 Projected/Actual**	**FY 2008-09 Projected/Actual**	**FY 2009-10 Budgeted/Revised**	**FY 2010-11 Adopted**
Number of Fleet Vehicles Maintained (18,000 GVWR or less)	183 / 183	188 / 185	185 / 190	190
Number of Equipment Units Maintained (Over 18,000 GVWR)*	73 / 74	74 / 78	77 / 79	80
Number of Vehicles Requiring DEQ Inspection	171 / 174	179 / 174	174 / 181	181
Number of Urgent/Emergency Repair Requests	1,500 / 1,842	1,700 / 1,915	1,950 / 1,950	2,000

Performance Measures:	**FY 2007-08 Projected/Actual**	**FY 2008-09 Projected/Actual**	**FY 2009-10 Budgeted/Revised**	**FY 2010-11 Adopted**
Number of Fleet Vehicles/Equipment per Mechanic	51.2 / 51.2	52.4 / 52.6	52.1 / 53.8	54.0
Number of DEQ Inspections Completed	67 / 58	70 / 66	68 / 68	74
Total Number of Jobs Completed from all Work Orders	5,000 / 5,723	5,300 / 5,781	5,700 / 5,775	5,700

* Includes trailers

Performance Outcomes:
Achieve high levels of vehicle performance and reliability with the intent to eliminate unscheduled vehicle and equipment out-of-service time due to problems that can be anticipated. Establish a fleet profile that maintains an effective balance of newer vehicles requiring limited repairs and older vehicles with higher maintenance costs.

Program Trends, Needs and Performance:
Department of Environmental Quality (DEQ) regulations require vehicles to be inspected begining in their fifth year of service. In support of the City's efforts to increase the use of sustainable fuel sources the introduction of biodiesel and E-85 ethanol as fleet fuel sources occurred in FY 2007-08. The installation of an above ground bio-fuel tank was completed in late FY 2007-08. An additional bio-fuel storage tank will be installed in FY 2009-10 to satisfy the City's growing demand for E-85 ethanol. The City will continue to purchase vehicles that are capable of using E-85 ethanol or bio-diesel fuels whenever possible for new and replacement purposes.

Sustainability Efforts:
We now have 38 vehicles in the fleet that use ethanol (E85). There are 22 patrol vehicles, 10 small pickups, one ½ ton pickup, one van and four sedans. The City's first hybrid vehicle was purchased in FY 2008-09. As all electric vehicles become available the purchase of one or more of these vehicles will be considered based upon price and availability.

In 2009 we used 49,199 gallons of E85 (ethanol), 79,188 gallons of bio-diesel and 112,000 gallons of gasoline.