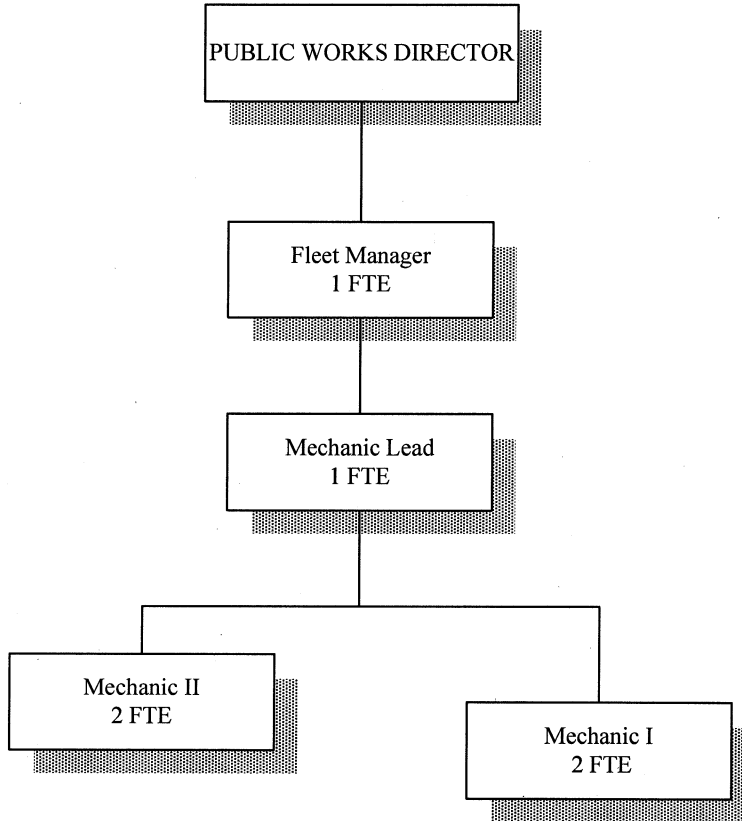


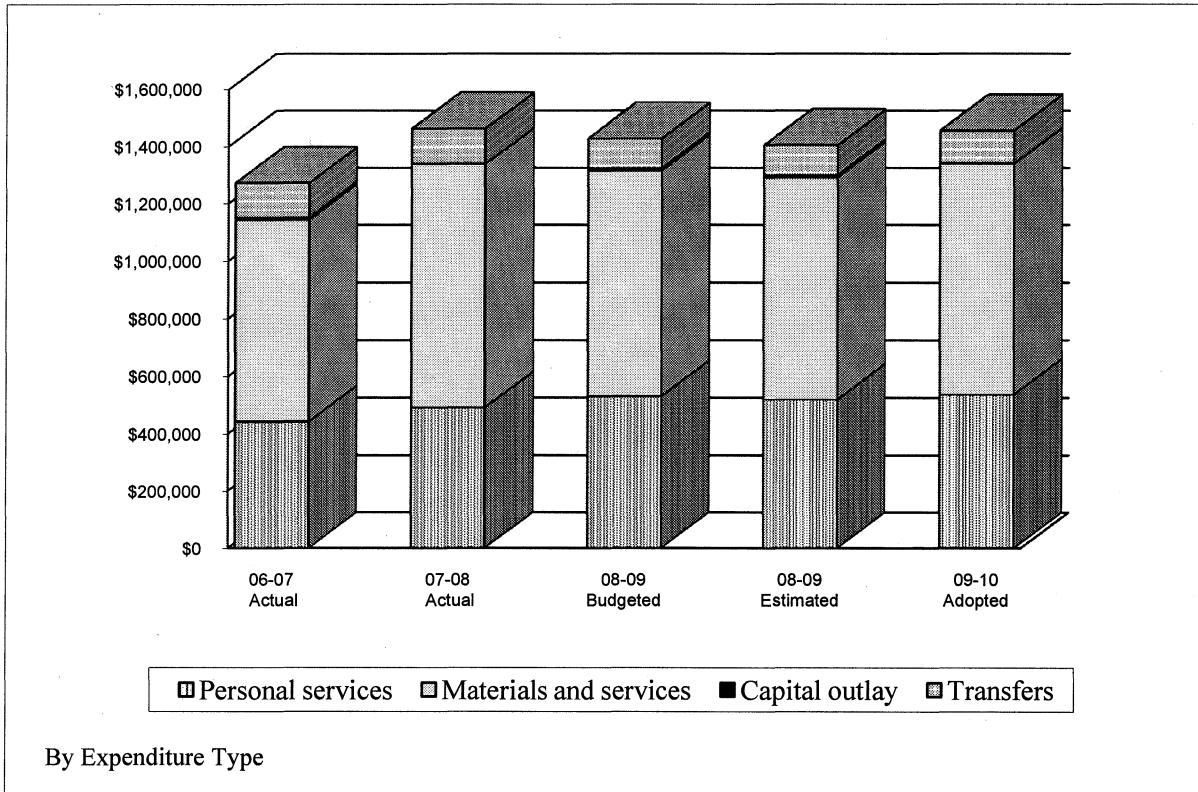
## **GARAGE FUND**

# Garage Fund

FY 2009-10 BUDGETED POSITIONS



## GARAGE FUND ADOPTED FY 2009-10



CITY OF BEAVERTON, OREGON  
FISCAL YEAR 2009-10 BUDGET

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

	<u>FY 2006-07 Actual</u>	<u>FY 2007-08 Actual</u>	<u>FY 2008-09 Budgeted</u>	<u>FY 2008-09 Estimated</u>	<u>FY 2009-10 Adopted</u>
<b>Revenues:</b>					
Interest on investments	\$7,225	\$8,169	\$1,350	\$3,500	\$750
Miscellaneous	20,289	23,482	0	15,753	0
Sub Total Revenues	<u>\$27,514</u>	<u>\$31,651</u>	<u>\$1,350</u>	<u>\$19,253</u>	<u>\$750</u>
<b>Expenditures:</b>					
Personal services	\$443,580	\$492,103	\$530,843	\$519,757	\$537,448
Materials & services	701,360	848,019	785,300	773,200	803,600
Capital outlay	9,100	0	9,500	9,431	0
Sub Total Expenditures	<u>\$1,154,040</u>	<u>\$1,340,122</u>	<u>\$1,325,643</u>	<u>\$1,302,388</u>	<u>\$1,341,048</u>
Revenues Over/Under Expenditures	(\$1,126,526)	(\$1,308,471)	(\$1,324,293)	(\$1,283,135)	(\$1,340,298)
<b>Other financing sources (uses):</b>					
Transfers in	\$1,259,269	\$1,384,998	\$1,421,825	\$1,421,825	\$1,427,081
Transfers out	(119,181)	(123,407)	(102,638)	(102,638)	(115,523)
Total Other Financing Sources (Uses):	<u>\$1,140,088</u>	<u>\$1,261,591</u>	<u>\$1,319,187</u>	<u>\$1,319,187</u>	<u>\$1,311,558</u>
Net Change in Fund Balance	\$13,562	(\$46,880)	(\$5,106)	\$36,052	(\$28,740)
<b>Fund Balance/Working Capital</b>					
Beginning of Year	<u>116,718</u>	<u>130,280</u>	<u>83,400</u>	<u>83,400</u>	<u>119,452</u>
<b>Fund Balance (Contingency)/Working Capital End of Year</b>					
	<u>\$130,280</u>	<u>\$83,400</u>	<u>\$78,294</u>	<u>\$119,452</u>	<u>\$90,712</u>

Contingency for FY 2009-10 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.

CITY OF BEAVERTON, OREGON  
FISCAL YEAR 2009-10 BUDGET

<b>FUND:</b> 602 GARAGE	<b>DEPARTMENT:</b> PUBLIC WORKS - OPERATIONS
<b>DEPARTMENT HEAD:</b> GARY BRENTANO	

**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 2006-07 ACTUAL	FY 2007-08 ACTUAL	FY 2008-09 BUDGETED	FY 2009-10 PROPOSED	FY 2009-10 ADOPTED
POSITION	6.00	6.00	6.00	6.00	6.00
PERSONAL SERVICES	\$443,579	\$492,102	\$530,843	\$537,448	\$537,448
MATERIALS & SERVICES	701,360	848,019	785,300	803,600	803,600
CAPITAL OUTLAY	9,100	0	9,500	0	0
TRANSFERS	119,181	123,407	102,638	115,523	115,523
CONTINGENCY	0	0	78,294	90,712	90,712
<b>TOTAL</b>	<b>\$1,273,220</b>	<b>\$1,463,528</b>	<b>\$1,506,575</b>	<b>\$1,547,283</b>	<b>\$1,547,283</b>

Funding Sources:	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10	FY 2009-10
Beginning Working Capital	\$116,718	\$130,280	\$83,400	\$119,452	\$119,452
Operating Transfers	1,259,269	1,384,999	1,421,825	1,427,081	1,427,081
Miscellaneous Revenues	27,514	31,651	1,350	750	750

Program Objective (services provided):	FY 2006-07 Actual	FY 2007-08 Actual	FY 2008-09 Budgeted	FY 2009-10 Adopted
Garage Budget Cost Per Capita (less contingency & reserve)	\$15.11	\$17.11	\$16.57	\$16.82
Garage Budget as Percent of City's Total Budget (less contingencies and capital projects)	1.514%	1.611%	0.973%	0.996%

CITY OF BEAVERTON, OREGON  
FISCAL YEAR 2009-10 BUDGET  
CURRENT LEVEL OF SERVICES

<b>FUND:</b> 602 GARAGE	<b>DEPARTMENT:</b> PUBLIC WORKS - OPERATIONS
<b>PROGRAM:</b> 0762 FLEET MAINTENANCE	<b>PROGRAM MANAGER:</b> 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 2006-07 Projected/Actual	FY 2007-08 Projected/Actual	FY 2008-09 Budgeted/Revised	FY 2009-10 Adopted
Number of Fleet Vehicles Maintained (18,000 GVWR or less)	178 / 180	183 / 182	188 / 184	185
Number of Equipment Units Maintained (Over 18,000 GVWR)*	67 / 70	73 / 74	74 / 75	77
Number of Vehicles Requiring DEQ Inspection	171 / 168	171 / 174	179 / 174	174
Number of Urgent/Emergency Repair Requests	1,500 / 1,515	1,500 / 1,842	1,700 / 1,900	1,950

Performance Measures:	FY 2006-07 Projected/Actual	FY 2007-08 Projected/Actual	FY 2008-09 Budgeted/Revised	FY 2009-10 Adopted
Number of Fleet Vehicles/Equipment per Mechanic	49 / 50	51.2 / 51.2	52.4 / 51.8	52.1
Number of DEQ Inspections Completed	86 / 84	**67 / 58	70 / 55	68
Total Number of Jobs Completed from all Work Orders	5,200 / 4,476	5,000 / 5,723	5,300 / 5,700	5,700

\* Includes trailers

\*\* DEQ regulations changed

**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 now require vehicles to be inspected beginning 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 is planned for installation in FY 2009-10 to satisfy the City's growing demand for E-85 ethanol. The City will purchase vehicles that are capable of using E-85 ethanol or bio-diesel fuels whenever possible for new and replacement purposes beginning in FY 2008-09. New hybrid vehicle technology and all electric vehicles will be introduced into the fleet as possible in FY 2009-10.

The purchase of specialty equipment including large diameter pipe bursting and directional boring equipment in FY 2008-09, a small track excavator and a new paving machine as well as other ancillary equipment continue to require an increase in both the knowledge and approach to preventive maintenance for these types of equipment. While vehicles such as police cruisers have maintenance schedules that are mileage based and consistent throughout the year, specialty equipment that is used seasonally must be available and reliable on the date it is first needed in a year. Consequently, the approach to preventive maintenance must continue to be adjusted to reflect this reality. Some use of contractors in conjunction with City staff is anticipated to accommodate some of the need for seasonal equipment availability.

CITY OF BEAVERTON, OREGON  
 FISCAL YEAR 2009-10 BUDGET  
 CURRENT LEVEL OF SERVICES

<b>FUND:</b> 602 GARAGE	<b>DEPARTMENT:</b> PUBLIC WORKS - OPERATIONS
<b>PROGRAM:</b> 0762 FLEET MAINTENANCE	<b>PROGRAM MANAGER:</b> CRAIG CRAWFORD

**Sustainability Efforts:**

We now have 27 vehicles in the fleet that use ethanol (E85). There are 15 Ford Crown Victoria patrol vehicles, 10 Ford Ranger pickups, one Chevrolet ½ ton pickup and one Chevrolet HHR van. The City's first hybrid vehicle was purchased in FY 2008-09. As all electric vehicles become available for purchase in FY 2009-10, the purchase of one or more of these vehicles will be considered based upon price and availability.

In the first six months of FY 2008-09 we used 13,202 gallons of E85 (ethanol) and 12,295 gallons of bio-diesel.