

FLEET SERVICES

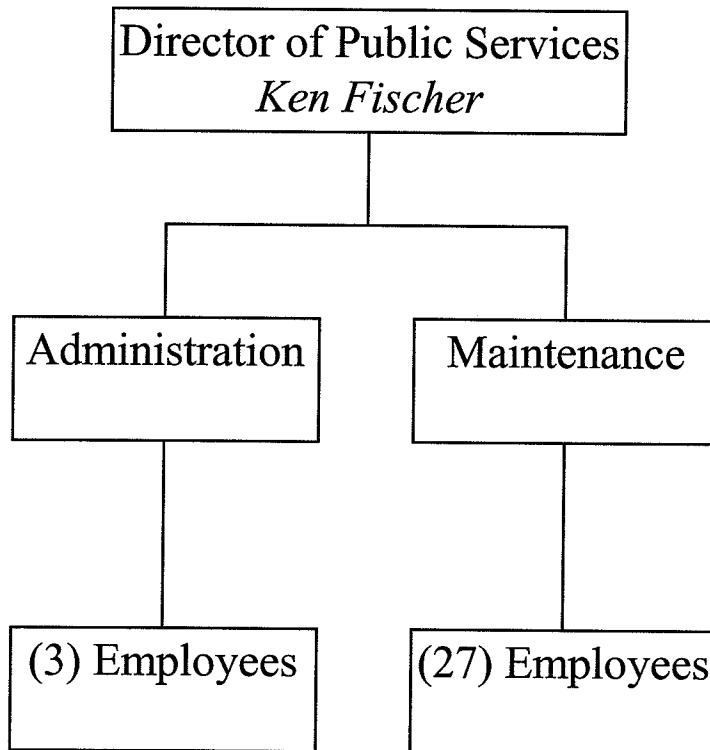
***CITY VEHICLES COMPLIANT WITH
EPA AND CARB REGULATIONS***

REHABILITATE CITY VEHICLES

***PREVENTIVE MAINTENANCE
INSPECTIONS***

***PURCHASES NEW/REPLACEMENT
CITY VEHICLES***

FLEET SERVICES



FLEET SERVICES

ACCOUNT NUMBER: 635-341

FUND: FLEET

ABOUT THE DIVISION

Under the direction of the Public Services Director, the Fleet Division is responsible for acquisition, service and maintenance for the City's vehicle and equipment fleet comprised of approximately 841 items. Fleet procures all City vehicles and equipment through the development of technical specifications. Final selection is based on life cycle costing and user requirements.

EXPENDITURES BY CATEGORY

CATEGORY	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 PROJECTED	2009-10 ADOPTED
PERSONNEL	2,090,741	2,372,918	2,130,261	2,006,200
MAINTENANCE & OPERATION	4,312,852	5,441,175	3,861,341	4,279,800
CONTRACTUAL SERVICES	10,084	13,192	14,240	22,500
INTERNAL SERVICE	254,855	259,609	275,600	242,500
CAPITAL OUTLAY	843,201	731,670	378,035	3,200
DEBT SERVICE	557,928	616,834	747,554	1,082,400
TOTAL	8,069,662	9,435,398	7,407,031	7,636,600

FLEET DIVISION

2008-09 KEY ACCOMPLISHMENTS

- ✓ Completed a parts mark-up that reflects the true cost of providing part services. This was completed by implementing the Administrative Fee to Fleet's monthly charge backs. This was a Management Partners recommendation #71.
- ✓ Completed a sublet mark-up that reflects the true cost of providing sublet services. This was completed by implementing the Administrative Fee to Fleet's monthly charge backs. This was a Management Partners recommendation #75.
- ✓ Fleet staff was awarded a \$390,000 grant from MSRC to purchase 12 LNG refuse vehicles.

2009-10 KEY GOALS

- Complete construction/removal of shop modifications to allow LNG vehicles to be repaired inside the enclosed equipment bays.
- Secure Grant funding to offset increased equipment costs associated with the purchase of LNG/CNG vehicles.
- Complete the process to claim the \$0.50 per gallon, IRS tax rebate for the Liquefied Natural Gas (LNG) and Compressed Natural Gas (CNG) pumped at the City's new LCNG Fuel Station.

DID YOU KNOW?

- The Fleet division delivered a total of 877,874 gallons of fuel to city departments during FY 07-08.
- The Fleet Division generated over 10,593 service orders.
- It takes 1.17 gallons of Liquefied Natural Gas (LNG) to make one gallon of Compressed Natural Gas.

**EXPENDITURE BUDGET LINE ITEM DETAIL
FISCAL YEAR 2009-2010**

FUND 635 FLEET SERVICES FUND

DIVISION 341 FLEET SERVICES

ACCOUNT OBJECT & TITLE	ACTUAL 2006-07	ACTUAL 2007-08	PROJECTED 2008-09	ADOPTED 2009-10
5011 SALARIES PERM/FULLTIME	1,397,086	1,526,816	1,486,591	1,404,400
5012 SPECIAL SALARIES	4,238	4,400	4,920	11,500
5013 AUTOMOBILE ALLOWANCE	3,300	3,900	4,200	4,500
5014 SALARIES TEMP/PARTTIME	69,486	123,434	2,231	0
5015 OVERTIME	188,983	194,305	79,774	80,000
5018 VACATION PAY	642	1,151	3,687	0
5026 PERS RETIREMENT	216,490	295,357	320,426	290,900
5027 HEALTH & LIFE INSURANCE	185,894	195,610	204,290	190,700
5028 UNEMPLOYMENT INSURANCE	4,159	4,635	3,953	3,600
5029 MEDICARE	20,463	23,311	20,189	20,600
TOTAL PERSONNEL SERVICES	2,090,741	2,372,918	2,130,261	2,006,200
5111 MATERIALS & SUPPLIES	1,036,993	1,146,665	1,018,492	1,116,300
5112 SMALL TOOLS & EQUIPMENT	9,831	8,648	9,132	12,000
5113 MOTOR FUEL & LUBRICANTS	2,386,527	2,967,521	2,322,163	2,478,300
5122 DUES & SUBSCRIPTIONS	4,406	4,760	4,000	5,000
5132 MEETINGS & CONFERENCES	2,120	260	0	3,000
5133 EDUCATION & TRAINING	9,558	9,796	0	0
5171 RENTALS	34,128	40,018	35,614	40,400
5172 EQUIPMENT MAINTENANCE	12,214	10,017	22,059	29,500
5173 OUTSIDE VEHICLE MAINTENANCE	761,741	1,194,522	392,101	530,000
5174 PRINTING CHARGES	654	1,011	552	1,000
5175 POSTAGE	516	646	358	500
5176 COPY MACHINE CHARGES	1,042	5,342	5,428	5,600
5179 DUMP/WASTE FEES	22,548	20,656	20,571	25,000
5181 OTHER OPERATING EXPENSES	5,376	6,112	5,672	8,000
5188 CITY IN-HOUSE SERVICES	25,200	25,200	25,200	25,200
TOTAL MAINTENANCE & OPERATION	4,312,852	5,441,175	3,861,341	4,279,800
5502 PROFESSIONAL/CONTRACTUAL SVCS	8,799	11,550	8,630	15,000
5505 OTHER PROFESSIONAL SERVICES	1,285	1,642	5,610	7,500
TOTAL CONTRACTUAL SERVICES	10,084	13,192	14,240	22,500
5601 GARAGE CHARGES	33,076	32,360	56,600	26,700
5602 WORKERS COMPENSATION	56,400	63,900	71,900	71,900
5603 LIABILITY	23,900	18,200	18,700	18,700
5604 IT CHARGES IN-HOUSE	12,500	9,800	12,000	10,000
5605 TELEPHONE SUPPORT	12,044	14,975	13,000	13,000
5606 ELECTRIC	71,072	67,750	66,000	66,000
5607 GAS	23,215	23,196	18,000	18,000
5608 WATER, SEWER, GEOTHERMAL	3,842	4,503	3,400	3,400
5610 COMMUNICATION SHOP	5,400	8,400	6,000	4,000
5612 FLEET CHGS - FUEL	13,407	16,525	10,000	10,800
TOTAL INTERNAL SERVICE CHARGES	254,855	259,609	275,600	242,500
5701 MOTOR VEHICLES	810,664	700,235	290,897	0
5702 COMPUTER EQUIPMENT	0	3,417	0	1,000
5704 MISCELLANEOUS EQUIPMENT	23,281	26,135	5,838	2,200
5706 ALTERATIONS & RENOVATIONS	9,257	1,883	81,300	0

**EXPENDITURE BUDGET LINE ITEM DETAIL
FISCAL YEAR 2009-2010**

FUND 635 FLEET SERVICES FUND

DIVISION 341 FLEET SERVICES

ACCOUNT OBJECT & TITLE	ACTUAL 2006-07	ACTUAL 2007-08	PROJECTED 2008-09	ADOPTED 2009-10
TOTAL CAPITAL OUTLAY	843,201	731,670	378,035	3,200
5802 DEBT SERVICE INTEREST	44,110	0	45,875	44,200
5803 LEASE PAYMENTS	513,818	616,834	701,679	1,038,200
TOTAL DEBT SERVICE	557,928	616,834	747,554	1,082,400
TOTAL	8,069,662	9,435,398	7,407,031	7,636,600

BUDGET - JUSTIFICATION

341 FLEET SERVICES

635 FLEET SERVICES FUND

OBJ JUSTIFICATION

- 5111 TIRES, HEAVY EQUIPMENT PARTS, REFUSE BODIES, LIGHT EQUIPMENT PARTS, HYDRAULICS PARTS, STREET SWEEPER PARTS, MOTORCYCLE PARTS, TURF EQUIPMENT PARTS, SUPPLIES
- 5112 MOU TOOL ALLOWANCE, MISCELLANEOUS SMALL TOOLS, BATT JUMP START BOXES, STEP LADDERS, BATT. LOAD TESTER, A/C LEAK DETECTOR.
- 5113 DIESEL FUEL, UNLEADED FUEL, LUBRICANTS, HIGH OCTANE MOTORCYCLE FUEL, CNG, LNG, PROPANE, CREDIT CARDS (OUT OF AREA FUEL)
- 5122 ASSOCIATION FEES, TECHNICAL PUBLICATIONS, BLUE BOOKS, CUMMINS SOFTWARE SUBSCRIPTION RENEWAL, WORLD TRANSPORTATION SUBSCRIPTION, FLEET COUNSELOR, ALL DATA SUBSCRIPTION.
- 5132 VEHICLE MAINTENANCE MGMT. CONFERENCE
- 5171 UNIFORMS, PARTS CLEANING MACHINES
- 5172 SHOP EQUIPMENT MAINTENANCE, FUELS SYSTEMS, TRUCK AND CAR WASH, WATER SOFTENER; SANTA FE WHISTLE MAINTENANCE; OVERHEAD CRANE INSPECTIONS.
- 5173 HEAVY EQUIPMENT MAINTENANCE, LIGHT EQUIPMENT MAINTENANCE, HYDRAULICS MAINTENANCE, GLASS, TOWING, & INSTALLATION OF 4 DIESEL PARTICULATE FILTERS PER CARB RULE CCR TITLE 13 SECTION 2022 & 2022.1.
- 5174 STATE MANDATED FORMS AND MANUALS
- 5175 UPS, FEDEX, AND POSTAGE
- 5176 COPIER MAINTENANCE AND SUPPLIES
- 5179 CLARIFIER PUMPING, ANTIFREEZE RECYCLING, OIL FILTER RECYCLING, WASTE OIL RETRIEVAL
- 5181 OXYGEN & ACETHYLENE, FIRE EXTINGUISHERS, MANUALS
- 5188 FACILITIES, BUILDING MAINTENANCE, AND VECTOR CONTROL
- 5502 GAS TAX REVENUE SERVICES
- 5505 HIGH TECH SECURITY SYSTEMS FOR FLEET OFFICES, DMV PHYSICALS
- 5601 CHARGES FROM CITY'S FLEET DIVISION (INCLUDING STAFF TIME AND OVERHEAD) RELATED THE MAINTENANCE AND OPERATION OF MOTOR VEHICLES ASSIGNED TO THIS DEPARTMENT. (CHARGE-BACKS BASED ON ACTUAL COSTS INCURRED.)
- 5602 THE PORTION OF THE CITY'S TOTAL WORKER'S COMPENSATION COSTS (INLCUDING STAFF TIME) RELATED TO THIS FUND BASED ON LOSS HISTORY AND INDUSTRY STANDARDS.
- 5603 THE PORTION OF THE CITY'S TOTAL COSTS (INCLUDING STAFF TIME AND OVERHEAD) FOR RISK MANAGEMENT, LIABILITY INSURANCE PREMIUMS, PROPERTY INSURANCE PREMIUMS AND LIABILITY COSTS RELATED TO THIS FUND. BASED ON LOSS HISTORY AND INDUSTRY STANDARDS.
- 5604 THE PORTION OF THE CITY'S TOTAL INFORMATION TECHNOLOGY SERVICES COSTS (INCLUDING STAFF TIME) RELATED TO THIS DEPARTMENT. CHARGES ARE BASED ON TYPE OF EQUIPMNT, SOFTWARE AND SUPPORT UTILIZED BY DEPARTMENT.

BUDGET - JUSTIFICATION

341 FLEET SERVICES

635 FLEET SERVICES FUND

OBJ JUSTIFICATION

- 5605 CHARGES FROM THE CITY'S TELECOMMUNICATIONS DIVISION (INCLUDING STAFF TIME AND OVERHEAD) RELATED TO THIS DIVISION'S TELECOMMUNICATIONS COSTS (CHARGE-BACKS BASED ON ACTUAL COSTS INCURRED).
- 5606 CHARGES FROM THE CITY'S UTILITIES DIVISION (INCLUDING STAFF TIME AND OVERHEAD) RELATED TO THIS DIVISION'S ELECTRIC COSTS (CHARGE-BACKS BASED ON ACTUAL COSTS INCURRED).
- 5607 CHARGES FROM THE CITY'S UTILITIES DIVISION (INCLUDING STAFF TIME AND OVERHEAD) RELATED TO THIS DIVISION'S NATURAL GAS COSTS (CHARGE-BACKS BASED ON ACTUAL COSTS INCURRED).
- 5608 CHARGES FROM THE CITY'S UTILITIES DIVISION (INCLUDING STAFF TIME AND OVERHEAD) FOR THIS DIVISION'S WATER, SEWER AND GEOTHERMAL COSTS (CHARGE-BACKS BASED ON ACTUAL COSTS INCURRED).
- 5610 THE PORTION OF THE CITY'S OVERALL RADIO COMMUNICATIONS COSTS (INCLUDING OVERHEAD AND STAFF TIME) RELATED TO THIS DEPARTMENT'S OPERATIONS.
- 5612 CHARGES FROM THE CITY'S FLEET DIVISION (INCLUDING STAFF TIME AND OVERHEAD) FOR FUEL COSTS RELATED TO MOTOR VEHICLES IN THIS DIVISION (CHARGE-BACKS BASED ON ACTUAL COSTS INCURRED).
- 5701 CITY VEHICLE REPLACEMENT
- 5702 UPGRADES TO FLEET TRACKING SYSTEM
- 5704 VARIOUS GARAGE EQUIPMENT REPLACEMENT/UPGRADES AS NEEDED.
- 5802 FUEL STATION DEBT SERVICE PAYMENT
- 5803 POLICE VEHICLE LEASE PAYMENTS