

CITY OF SARASOTA, FLORIDA
PUBLIC WORKS EQUIPMENT MAINTENANCE

	Actual 2000-01	Budget 2001-02	Amended Budget 2001-02	Estimated 2001-02	Budget 2002-03
Available Fund Balance	\$ 125,260	\$ 54,893	\$ 86,318	\$ 86,318	\$ 89,727
<u>Revenues</u>					
Gasoline Sales	402,540	394,400	394,400	393,500	401,000
Diesel Sales	142,929	145,400	145,400	140,300	140,196
Oil Sales	19,308	17,450	17,450	21,865	19,450
Repairs Car\Light Truck	60,244	72,200	72,200	67,059	73,100
Repairs Solid Waste Equipment	213,264	245,300	245,300	228,700	258,600
Other Repairs	27,764	39,100	39,100	27,300	25,300
Repairs Heavy Equipment	89,833	90,200	90,200	82,600	92,800
Investment income	9,644	6,000	6,000	4,052	4,000
Miscellaneous	886	-	-	155	-
Total Revenues	966,412	1,010,050	1,010,050	965,531	1,014,446
Estimated Funds Available	1,091,672	1,064,943	1,096,368	1,051,849	1,104,173
<u>Expenditures</u>					
Personnel	352,538	397,013	397,013	323,097	419,536
Operating	124,992	178,751	182,307	179,325	161,007
Merchandise for Resale	477,470	440,000	440,000	440,000	440,000
Capital	50,354	20,000	19,700	19,700	12,000
Total Expenditures	1,005,354	1,035,764	1,039,020	962,122	1,032,543
Projected Ending Balance	\$ 86,318	\$ 29,179	\$ 57,348	\$ 89,727	\$ 71,630

PUBLIC WORKS EQUIPMENT MAINTENANCE

Mission Statement

To provide vehicle and equipment maintenance and repairs to all City vehicles and equipment excluding that of the Public Safety Department in an efficient and financially responsible manner so that departments can effectively provide services.

Description of Operations

The Equipment Maintenance Division of the Public Works Department provides efficient, safe and financially responsible maintenance and repairs for City solid waste equipment, construction equipment, utility vehicles, pick up trucks and passenger cars, exclusive of Public Safety vehicles. Services include 24 hour fully automated fueling facility, scheduling and performing preventative maintenance, emergency roadside assistance, bidding and scheduling contracted repairs, scheduling warranty repairs and maintaining vehicle and parts inventories. This years budget includes a \$5.00/hour increase in the labor rate that changes the rate to \$55.00 per hour in order to offset increased medical cost.

Goal - Responsible City Government

Provide a 24-hour fully automated fueling facility at Public Works that meets all Federal, State and County permitting requirements.

Objectives

To furnish 24 hour service for diesel, gasoline, motor oil, water and air.

To complete yearly compliance inspection for all Federal, State and County permitting requirements.

To provide fuel 3% below the average retail sales price.

Performance Measures

Description	Unit	FY2000	FY 2001	FY 2002	FY 2003
Output Measure					
Diesel fuel sold in gallons	Number	90,000	104,000	104,000	104,000
Unleaded fuel sold in gallons	Number	260,000	260,500	260,500	260,500
Effectiveness Measure					
Fuel cost below average retail sale	Percent	3	3	3	3
Enforcement actions for fuel permit	Number	0	0	0	0

Goal - Responsible City Government

Provide preventative maintenance (PM) for city vehicles and equipment, exclusive of Public Safety vehicles.

Objectives

To provide preventative maintenance for solid waste vehicles, heavy equipment, automobiles and pickups compatible to manufacturer's recommendations.

To initiate daily vehicle service requests.

To recommend replacement of vehicles and equipment at the end of their economic life.

To furnish a 5 year capital equipment replacement plan.

To provide a yearly preventative maintenance cost report for each vehicle including a fluids, parts, and warranty services inventory.

To schedule and coordinate specialized contract repairs provided by outside vendors when necessary.

To bid oil changes at 5% below retail cost.

PUBLIC WORKS EQUIPMENT MAINTENANCE

Performance Measures

Description	Unit	FY2000	FY 2001	FY 2002	FY 2003
Output Measure					
Vehicles in PM program	Number	300	302	256	256
Effectiveness Measure					
Fleet availability	Percent	95	95	95	95
Oil change bid below retail	Percent	5	5	5	5
Efficiency Measure					
Vehicles maintained / certified mechanic	Number	50	50	43	43

Goal - Responsible City Government

Provide repair for City vehicles and equipment, exclusive of public safety vehicles, in a cost effective manner.

Objectives

To provide quick computerized diagnosis of vehicle maintenance needs.

To schedule and coordinate specialized warranty and contract repairs with outside vendors.

To maintain an effective parts inventory for routine repairs.

To maintain employee productivity rate.

To ensure safe working conditions.

To ensure 95 % of fleet is usable at all times.

Performance Measures

Description	Unit	FY2000	FY 2001	FY 2002	FY 2003
Output Measure					
Non-scheduled repairs	Number	n/a	2,491	2,400	2,400
Effectiveness Measure					
Fleet availability	Percent	n/a	n/a	95	95
Repair comebacks vs. repairs	Percent	n/a	n/a	7	7

Cost Center Expenditures By Category

	FY 2001 Actual	FY 2002 Budget	FY 2003 Continuation	FY 2003 Issues	FY 2003 Totals
Personal Expenditures	352,538	397,013	419,536	0	419,536
Non Personal Expenditures	602,462	618,751	601,007	0	601,007
Capital Expenditures	50,354	20,000	12,000	0	12,000
Totals	\$1,005,354	\$1,035,764	\$1,032,543	\$0	\$1,032,543

Personnel Summary

Actual Positions	8.00	8.00	0.00	8.00
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PUBLIC WORKS EQUIPMENT MAINTENANCE

Revenue Summary

	Total
INTEREST	4,000
INTRAGOVERNMENTAL SERVICES	1,010,446
	<u>\$1,014,446</u>