

**CITY OF SARASOTA, FLORIDA
VEHICLE AND EQUIPMENT MAINTENANCE**

	Actual 2006-07	Budget 2007-08	Amended Budget 2007-08	Estimated 2007-08	Budget 2008-09
Available Fund Balance	\$ 658,048	\$ 198,840	\$ 692,871	\$ 692,871	\$ 307,292
<u>Revenues</u>					
Gasoline Sales	764,124	702,500	702,500	897,086	965,932
Diesel Sales	319,452	251,860	251,860	473,182	535,052
Oil Sales	36,361	34,783	34,783	30,668	33,300
Repairs Car\Light Truck	156,981	161,075	161,075	141,279	523,564
Repairs Solid Waste Equipment	253,215	377,570	377,570	316,109	286,611
Other Repairs	50,975	92,969	92,969	51,381	134,314
Repairs Heavy Equipment	245,757	180,200	180,200	246,264	322,373
Miscellaneous income	39,560	12,000	12,000	17,236	65,000
Total Revenues	1,866,425	1,812,957	1,812,957	2,173,205	2,866,146
Estimated Funds Available	2,524,473	2,011,797	2,505,828	2,866,076	3,173,438
<u>Expenditures</u>					
Personnel	558,116	634,746	634,746	627,026	906,430
Operating	157,047	231,393	248,438	231,942	264,936
Merchandise for Resale	1,008,871	864,970	864,970	1,244,625	1,688,479
Capital	34,125	15,530	419,408	413,658	21,130
Debt Service	41,532	41,533	41,533	41,533	41,532
Total Expenditures	1,799,691	1,788,172	2,209,095	2,558,784	2,922,507
Projected Ending Balance	\$ 724,782	\$ 223,625	\$ 296,733	\$ 307,292	\$ 250,931
Fund Balance Adjustment	(31,911)				
	\$ 692,871				

VEHICLE & EQUIPMENT MAINTENANCE

Mission Statement

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

Description of Operations

The 12th Street Garage 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.

The City has budgeted for the replacement of the fuel tanks in order to meet a regulatory requirement by the 2009 deadline. Currently the project is out to bid with projected completion in December, 2008.

The Beneva Garage provides efficient, safe and financially responsible maintenance and repairs for Public Safety vehicles, pick up trucks and passenger cars. Services include scheduling and performing preventative maintenance, emergency roadside assistance, bidding and scheduling contracted repairs, scheduling warranty repairs and maintaining vehicle and parts inventories.

CITYWIDE PRIORITIES

PRIORITY - Budget

Strategy

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

Task

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	FY 2006	FY 2007	FY 2008	FY 2009
Effectiveness Measure					
Fuel cost below average retail sale	Percent	11	11	7	7
Enforcement actions for fuel permit	Number	0	0	0	0

PRIORITY - Budget

Strategy

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

Task

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.

VEHICLE & EQUIPMENT MAINTENANCE

PERFORMANCE MEASURES

Description	Unit	FY 2006	FY 2007	FY 2008	FY 2009
Output Measure					
Vehicles/equip in PM program	Number	296	300	300	300
Effectiveness Measure					
Oil change bid below retail	Percent	2	2	2	2
Efficiency Measure					
Vehicles maintained / certified mechanic	Number	74	75	75	75

PRIORITY - Budget

Strategy

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

Task

- 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	FY 2006	FY 2007	FY 2008	FY 2009
Output Measure					
Non-scheduled repairs	Number	3,708	3,750	3,700	3,600
Effectiveness Measure					
Fleet availability	Percent	98	98	98	98
Repair comebacks vs. repairs	Percent	2	2	2	2

Department Expenditures by Cost Center

	FY 2007 Actual	FY 2008 Budget	FY 2009 Continuation	FY 2009 Issues	FY 2009 Totals
131000 GARAGE INVENTORY	0	0	0	0	0
132000 12TH STREET GARAGE	1,799,692	1,788,172	2,314,352	0	2,314,352
135000 BENEVA ROAD GARAGE	0	0	608,155	0	608,155
Totals	\$1,799,692	\$1,788,172	2,922,507	0	\$2,922,507

Department Expenditures By Category

	FY 2007 Actual	FY 2008 Budget	FY 2009 Continuation	FY 2009 Issues	FY 2009 Totals
Personal Expenditures	558,116	634,746	906,430	0	906,430
Non Personal Expenditures	1,165,320	1,003,756	1,839,389	0	1,839,389
Capital Expenditures	34,124	15,530	21,130	0	21,130
Debt Service	41,532	41,533	41,532	0	41,532
Transfer Expenditures	600	92,607	114,026	0	114,026
Totals	\$1,799,692	\$1,788,172	2,922,507	0	\$2,922,507

VEHICLE & EQUIPMENT MAINTENANCE

Personnel Summary

Actual Positions	10.00	12.00	0.00	12.00
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Revenue Summary

	FY 2007 Actual	FY 2008 Budget	FY 2009 Continuation	FY 2009 Issues	FY 2009 Totals
INTERGOVERNMENTAL	0	0	50,000	0	50,000
INTEREST	39,559	12,000	15,000	0	15,000
OTHER MISCELLANEOUS REVENUES	2	0	0	0	0
INTRAGOVERNMENTAL SERVICES	1,826,867	1,800,957	2,801,146	0	2,801,146
	\$1,866,428	\$1,812,957	\$2,866,146	\$0	\$2,866,146