

CITY OF SARASOTA, FLORIDA
VEHICLE AND EQUIPMENT MAINTENANCE

Fund 502

	Actual 2012-13	Budget 2013-14	Amended Budget 2013-14	Estimated 2013-14	Budget 2014-15
Available Fund Balance	\$ (133,681)	\$ (106,659)	\$ (120,435)	\$ (120,435)	\$ (101,733)
<u>Revenues</u>					
Gasoline Sales	796,618	806,820	806,820	806,820	838,000
Diesel Sales	377,396	425,220	425,220	425,220	457,220
Other Repairs	1,236	1,000	1,000	-	-
Equipment Repair & Maint.	869,139	909,721	909,721	900,000	932,000
Supplies and Materials	711,285	790,528	790,528	765,000	800,000
Miscellaneous income	50,180	42,500	42,500	42,000	45,000
Total Revenues	<u>2,805,854</u>	<u>2,975,789</u>	<u>2,975,789</u>	<u>2,939,040</u>	<u>3,072,220</u>
Estimated Funds Available	<u>2,672,173</u>	<u>2,869,130</u>	<u>2,855,354</u>	<u>2,818,605</u>	<u>2,970,487</u>
<u>Expenditures</u>					
Personnel	688,122	725,183	725,183	742,659	785,853
Operating	331,663	354,824	354,824	354,147	499,847
Merchandise for Resale	1,717,384	1,837,250	1,837,250	1,765,000	1,727,250
Capital	12,555	17,000	17,000	17,000	17,000
Debt Service	41,532	41,532	41,532	41,532	41,532
Total Expenditures	<u>2,791,256</u>	<u>2,975,789</u>	<u>2,975,789</u>	<u>2,920,338</u>	<u>3,071,482</u>
Projected Ending Balance	(119,083)	<u>\$ (106,659)</u>	<u>\$ (120,435)</u>	<u>\$ (101,733)</u>	<u>\$ (100,995)</u>
Fund Balance Adjustment	<u>(1,352)</u>				
	<u>\$ (120,435)</u>				

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 all City vehicles and construction equipment. 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.

CITYWIDE PRIORITIES

PRIORITY - Operational Focus

Strategy

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

Objective

- 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 2012	FY 2013	FY 2014	FY 2015
Effectiveness Measure					
Fuel cost below average retail sale	Percent	7.0%	3.5%	5.0%	5.0%
Enforcement actions for fuel permit	Number	0	0	0	0

PRIORITY - Operational Focus

Strategy

Provide preventative maintenance (PM) for all city vehicles and equipment.

Objective

- 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.

PERFORMANCE MEASURES

Description	Unit	FY 2012	FY 2013	FY 2014	FY 2015
Output Measure					
Vehicles/equip in PM program	Number	628	725	720	720
Efficiency Measure					
Vehicles maintained per certified mechanic	Number	105	121	121	121

Vehicle & Equipment Maintenance

PRIORITY - Operational Focus

Strategy

Provide repair for City vehicles and equipment, in a cost effective manner.

Objective

- 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 2012	FY 2013	FY 2014	FY 2015
Output Measure					
Unscheduled repairs	Number	2,538	2,500	2,500	2,500
Effectiveness Measure					
Fleet availability	Percent	98%	98%	98%	98%
Repair comebacks vs. repairs	Percent	2%	2%	2%	2%

Cost Center Expenditures By Category

	FY 2013 Actual	FY 2014 Budget	FY 2015 Continuation	FY 2015 Issues	FY 2015 Totals
Personnel	688,122	725,183	785,853	0	785,853
Operating Expenditures	2,048,450	2,192,074	2,227,097	0	2,227,097
Capital Expenditures	12,555	17,000	17,000	0	17,000
Debt Service	41,532	41,532	41,532	0	41,532
Transfer Expenditures	597	0	0	0	0
Totals	2,791,256	2,975,789	3,071,482	0	3,071,482

Personnel Summary

Actual Positions	9.00	8.00	0.00	8.00
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Revenue Summary

	FY 2013 Actual	FY 2014 Budget	FY 2015 Continuation	FY 2015 Issues	FY 2015 Totals
Intergovernmental	50,413	42,000	45,000	0	45,000
Interest	-279	0	0	0	0
Other Miscellaneous Revenues	46	500	0	0	0
Intragovernmental Services	2,755,675	2,933,289	3,027,220	0	3,027,220
Totals	2,805,855	2,975,789	3,072,220	0	3,072,220