



Internal Service Funds account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units, on a cost-reimbursement basis.

Central Garage Operations and Maintenance Fund maintains motorized and heavy equipment and provides fuels for all departments.

Central Garage Fleet Rental and Replacement Fund rents motorized equipment to other Public Works divisions and other departments and provides for the scheduled replacement at the end of the economic life of the asset.



Mission Statement

The mission of the Division of Central Garage in the Department of Public Works is to utilize all possible resources to service, repair, purchase, and receive all equipment for the Department of Public Works and all other using agencies of Central Garage in the most efficient, reliable, safe, and cost-effective manner to ensure quality and satisfy customer and employee expectations.

Budget Summary	2007 Actual	2008 Budget	Request	2009 Proposed	Final
Revenues:					
Billings to Departments	11,894,400	12,245,860	13,502,250	13,435,040	13,435,040
Non-Operating	142,050	63,000	76,180	84,500	84,500
Total Revenues	12,036,450	12,308,860	13,578,430	13,519,540	13,519,540
Appropriations:					
Cost of Materials Sold	8,757,880	9,036,420	10,102,270	10,102,270	10,102,270
Personal Services	1,410,290	1,489,970	1,516,200	1,516,200	1,516,200
Employee Benefits	583,820	670,230	683,540	683,540	683,540
Supplies	155,740	162,370	233,740	233,740	233,740
Contractual Services	843,010	871,870	949,180	906,790	906,790
Depreciation	71,350	78,000	66,040	77,000	77,000
Total Appropriation	11,822,090	12,308,860	13,550,970	13,519,540	13,519,540
% Change Over Prior Year	-----	4.12%	10.09%	9.84%	9.84%
Net Assets, January 1	3,394,830	3,583,990	3,583,990	3,583,990	3,583,990
Adjustments	(25,200)	0	0	0	0
Net Assets, December 31	3,583,990	3,583,990	3,611,450	3,583,990	3,583,990
Invested In Capital Assets	620,820	588,380	1,794,340	533,380	533,380
Restricted	0	0	0	0	0
Unrestricted	2,963,170	2,995,610	1,817,110	3,050,610	3,050,610
Personnel Allotted	45	45	45	45	45

Budget Highlights

Personnel changes have been requested and are reflected in the Personnel Summary section. – See *Personnel Summary* for approvals.

Requested in Capital Outlay are five fueling stations (\$1,250,000) (*not approved*), a wheel alignment rack (\$12,000) (*approved*), and two lifts (\$10,000) (*approved*).

Personnel Summary

Job Code	Pay Grade	Job Title	Allotment			
			Cur	Req	Pro	Fin
109831	2250	Vehicle & Equipment Maintenance Manager	1	1	1	1
141140	2190	Automotive Shop Supervisor	3	3	3	3
100620	2180	Central Garage Business Officer	0	1	0	0
100620	2170	Central Garage Business Officer	1	0	1	1
141130	1180	Master Mechanic	0	10	0	0
141130	1170	Master Mechanic	0	0	10	10
141130	1160	Master Mechanic	10	0	0	0
141115	1160	Automotive Mechanic	0	9	0	0
NEW	1150	Senior Automotive Mechanic	0	0	9	9
141115	1140	Automotive Mechanic	9	0	0	0
151235	1140	Welder	1	1	1	1



Personnel Summary (Continued)

Job Code	Pay		Job Title	Allotment			
	Grade			Cur	Req	Pro	Fin
113225	1180		Automotive Parts Supervisor	0	1	0	0
113225	1160		Automotive Parts Supervisor	1	0	1	1
141105	1100		Tire Service Worker	0	1	0	0
141105	1090		Tire Service Worker	1	0	1	1
160220	1120		Senior Automotive Attendant	0	3	0	0
160220	1100		Senior Automotive Attendant	3	0	3	3
160205	1100		Automotive Attendant	0	6	0	0
160205	1080		Automotive Attendant	6	0	6	6
109280	1140		Service Station Supervisor	0	1	0	0
109280	1120		Service Station Supervisor	1	0	1	1
110620	1110		Administrative Specialist I	0	0	1	1
110132	1090		Senior Clerical Specialist	4	4	3	3
NEW	1110		Fleet Parts Technician	0	3	0	0
NEW	1100		Automotive Parts Technician	0	0	3	3
113110	1080		Stock Clerk II	3	0	0	0
114125	1070		Dispatcher	1	1	1	1
Total				45	45	45	45

Performance Measurement

Goals/Objectives/Performance Indicators	2007 Actual	2008 Target	2009 Target
1. <i>To provide equipment repair and service for Public Works and all other using agencies in an efficient, reliable, and cost-effective manner to minimize equipment downtime.</i>			
a) Provide prompt response to repair and preventive maintenance (PM) requests			
▶ Complete 100% of all PM work orders within 2 working days	89%	100%	100%
▶ Complete the preventive maintenance schedule on 85% of the total vehicles serviced by Central Garage	68%	85%	85%
▶ Complete 75% of all repairs in-house versus commercial garages	63%	75%	75%
2. <i>To improve services to internal and external customers, making it easier for them to complete their daily tasks.</i>			
a) Provide customer services that will minimize their non-productive time connected with service and repairs to their equipment			
▶ # of vehicles transported to outside vendors by the garage	1,089	1,000	1,000
▶ Pool vehicles, miles used	64,856	45,000	45,000
▶ Achieve productivity levels above the national average of 70%	97%	>75%	>75%
3. <i>To maximize the return on investment of the rental fleet.</i>			
a) Minimize the cost to operate through the life cycle of the equipment while maximizing the utilization during the same period by pooling, life cycle extension, aggressively seeking sales to other agencies, public auction, and specification improvements			
▶ # of vehicles kept past their present life cycle	214	222	163
▶ Division savings due to extended life cycles	813,470	762,624	438,840
▶ # of vehicles/equipment sold to other agencies	11	10	10
▶ Dollars generated from those sales	46,300	40,000	40,000
▶ Dollars saved from those sales (5%)	2,315	2,000	2,000



Mission Statement

The mission and goal of the Fleet Rental & Replacement Fund is to provide Public Works and other General Fund employees with up-to-date dependable equipment to perform their duties efficiently and to maintain a schedule of timely replacement of movable equipment.

Budget Summary	2007 Actual	2008 Budget	Request	2009 Proposed	Final
Revenues:					
Equipment Use Charge	5,368,980	6,621,170	7,194,860	7,189,040	7,189,040
Non-Operating Revenues	942,170	2,021,380	1,536,740	1,536,740	1,536,740
Total Revenues	6,311,150	8,642,550	8,731,600	8,725,780	8,725,780
Appropriations:					
Supplies	70,850	166,730	152,770	152,770	152,770
Contractual Services	2,561,570	3,391,500	3,690,660	3,690,660	3,690,660
Depreciation	2,585,670	4,476,690	4,733,130	4,733,130	4,733,130
Total Appropriation	5,218,090	8,034,920	8,576,560	8,576,560	8,576,560
% Change Over Prior Year	-----	53.98%	6.74%	6.74%	6.74%
Net Assets, January 1	10,936,770	12,029,830	12,637,460	12,637,460	12,637,460
Adjustments	0	0	0	0	0
Net Assets, December 31	12,029,830	12,637,460	12,792,500	12,786,680	12,786,680
Invested In Capital Assets	7,373,030	12,102,960	12,102,960	12,102,960	12,102,960
Restricted	0	0	0	0	0
Unrestricted	4,656,800	534,500	689,540	683,720	683,720

Budget Highlights

The Fleet Rental and Replacement program has scheduled the replacement of 300 pieces of equipment at a cost of \$9,640,380 during the 2009 budget year.

Graphical Summary

**Fleet Rental & Replacement
Equipment Age (1995-2007)**

