

296 - TRANSPORTATION INTERNAL SERVICE FUND

Operational Summary

Description:

The mission of the Transportation ISF is to provide high quality vehicle maintenance and transportation services to County user departments in a timely and cost efficient manner.

Strategic Goals:

- Support County agencies and operations by operating and maintaining the vehicle fleet.
- Develop a Green Fleet plan/program which includes the acquisition of alternative fuel vehicles and construction of fueling facilities.
- Relocate repair shop operations and assess potential for consolidation of shop operation facilities.

Key Outcome Indicators:

Performance Measure	2005 Business Plan	2006 Business Plan	How are we doing?
	Results	Target	
AVAILABILITY OF FLEET FOR USE BY COUNTY EMPLOYEES. What: Average percentage of time fleet vehicles are available for use by agencies and departments. Why: Indicates quantitative support to County agencies by operating & maintaining the vehicle fleet.	95%	A 95% average of time fleet vehicles will be available for use by agencies and departments.	On target at 95%.
EFFICIENCY OF SUPPORT TO COUNTY AGENCIES & OPERATIONS. What: Total annual cost of the light duty fleet divided by the total miles of light duty fleet use. Why: Indicates efficiency of support to County agencies by operating and maintaining the vehicle fleet.	\$0.35	\$0.35	On target at .35 per light duty vehicle.
COUNTY CUSTOMER SATISFACTION. What: Percentage of fleet users rating quality of the vehicle fleet & service provided as good or better. Why: Indicates customer satisfaction with support to County agencies by operating the vehicle fleet.	95%	Business plan target of 95%.	On target at 95%.

At a Glance:

Total FY 2005-2006 Projected Expend + Encumb:	24,481,567
Total Recommended FY 2006-2007	24,755,890
Percent of County General Fund:	N/A
Total Employees:	88.00

Key Outcome Indicators: (Continued)

Performance Measure	2005 Business Plan	2006 Business Plan	How are we doing?
	Results	Target	
NUMBER OF VEHICLES IN THE COUNTY FLEET THAT USE ALTERNATE FUEL.	38 vehicles.	40 vehicles.	Exceeding target by 13 vehicles based on previous 2005 target of 25 vehicles.
What: Number of alternate fuel vehicles in the fleet.			
Why: Indicates the increasing number of vehicles in the County fleet use alternate fuel.			

FY 2005-06 Key Project Accomplishments:

- As fleet service operator for the County, Transportation Internal Services developed a Green Fleet Concept Plan that is designed with the overall goal to further reduce fossil fuel usage and automotive tailpipe emissions, promote fuel conservation and comply with governmental regulations Rules 1191 "Clean On-Road Light and Medium-Duty Public Fleet Vehicles" and 1196 "Clean On Road Heavy Duty Public Fleet Vehicles". On July 2005, the Board of Supervisors adopted the Green Fleet Concept Plan and approved grants associated with the development of alternative fuel capabilities and clean-fleet program implementation. In addition, Transportation is in the process of installing 10 Compressed Natural Gas (CNG) refueling units at the Civic Center Garage.

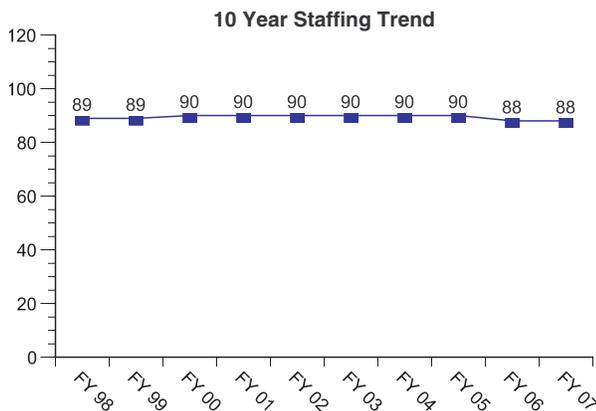
Transportation ISF - Transportation ISF repairs and maintains County vehicles, operates pool vehicle fleet, operates body & paint shop, repairs motorized equipment, purchases new and replacement vehicles, and purchases automotive parts, supplies and contracted services.

Ten Year Staffing Trend Highlights:

- Staffing maintained at consistent level.

Budget Summary

Ten Year Staffing Trend:



Proposed Budget History:

Sources and Uses	FY 2004-2005	FY 2005-2006	FY 2005-2006	FY 2006-2007	Change from FY 2005-2006	
	Actual	Budget As of 3/31/06	Projected ⁽¹⁾ At 6/30/06	Recommended	Amount	Percent
Total Positions	90	88	88	88	0	0.00
Total Revenues	22,453,318	21,475,363	23,242,663	24,755,890	1,513,227	6.51
Total Requirements	20,744,086	21,473,692	20,550,275	24,755,890	4,205,615	20.47
Balance	1,709,232	1,671	2,692,388	0	(2,692,388)	-100.00



(1) Requirements include prior year encumbrance and expenditures. Therefore, the above totals may not match FY 2005-06 projected requirements included in "At a Glance" (Which exclude these).

Columns may not total correctly due to rounding.

Detailed budget by expense category and by activity is presented for agency: Transportation Internal Service Fund in the Appendix on page A218

Highlights of Key Trends:

■ TISF baseline budget request for FY 06-07 includes \$23,504,428 total appropriations, which is \$2,055,736 more than FY 05-06 Modified Budget. This is a result of \$338,607 increase in salary & employee benefits due to anticipated retirement cost, increase of \$904,586 in ser-

vices & supplies due to surging fuel costs, maintenance structure and equipment, increase in other charges of \$248 due to tax assessments, increase of \$957,295 due to building & improvement projects and fixed assets, and a reduction of (\$145,000) in miscellaneous cost due to projected decrease in loss on asset disposal.

296 - Transportation Internal Service Fund

Operation of Internal Service Fund 296 Operational Statement

Operating Detail (1)		FY 2004-2005	FY 2005-2006	FY 2006-2007	FY 2006-2007
		Actual (2)	Estimate (3)	Proposed Budget (4)	Final Budget (5)
OPERATING INCOME					
7590	Other Charges for Services	17,204,603	18,132,414	19,327,043	19,327,043
Total Operating Income		17,204,603	18,132,414	19,327,043	19,327,043
OPERATING EXPENSES					
Salaries & Benefits					
0100	Salaries and Wages	(14,175)	0	0	0
0101	Regular Salaries	4,233,614	3,904,481	4,210,173	4,210,173
0102	Extra Help	0	26,676	76,000	76,000
0103	Overtime	128,925	172,356	132,762	132,762
0104	Annual Leave Payoffs	36,095	97,407	168,869	168,869
0105	Vacation Payoff	23,351	32,850	39,377	39,377
0106	Sick Leave Payoff	32,191	180,238	126,598	126,598
0110	Performance Incentive Pay	13,913	54	5,920	5,920
0111	Other Pay	49,681	56,220	56,878	56,878
0200	Retirement	553,951	626,761	956,224	956,224
0301	Unemployment Insurance	(7,986)	6,866	5,075	5,075
0305	Salary Continuance Insurance	1,505	1,793	1,736	1,736
0306	Health Insurance	657,539	573,793	650,820	650,820
0308	Dental Insurance	2,771	3,643	3,648	3,648
0309	Life Insurance	614	818	768	768
0310	Accidental Death and Dismemberment Insurance	109	143	144	144
0319	Other Insurance	47,124	43,548	47,712	47,712
0352	Workers Compensation - General	601,524	544,643	600,000	600,000
0401	Medicare	45,712	49,541	51,919	51,919
Total Salaries & Benefits		6,406,458	6,321,831	7,134,623	7,134,623
Services & Supplies					
0600	Clothing and Personal Supplies	25,002	26,926	28,409	28,409
0700	Communications	4,645	4,784	6,000	6,000
0701	Telephone/Telegraph - Interfund Transfer	47,061	30,609	48,428	48,428
0900	Food	0	0	0	0
1000	Household Expense	80,757	73,512	87,160	87,160
1001	Household Expense - Trash	10,993	8,684	14,018	14,018
1100	Insurance	178,409	202,910	257,539	257,539

Operation of Internal Service Fund 296 Operational Statement

Operating Detail (1)		FY 2004-2005	FY 2005-2006	FY 2006-2007	FY 2006-2007
		Actual (2)	Estimate (3)	Proposed Budget (4)	Final Budget (5)
1300	Maintenance - Equipment	1,903,243	2,035,779	2,051,134	2,051,134
1301	Maintenance - Inventory Parts	595,511	613,847	604,697	604,697
1302	Parts Not Direct Billed To Customer	149,238	173,561	160,483	160,483
1400	Maintenance - Buildings and Improvements	148,436	322,105	207,009	207,009
1402	Minor Alterations and Improvements	56,963	38,852	55,000	55,000
1500	Medical, Dental and Laboratory Supplies	152	0	152	152
1600	Memberships	200	715	1,000	1,000
1700	Miscellaneous Expense	55,263	47,000	47,750	47,750
1800	Office Expense	47,826	44,445	55,000	55,000
1801	Duplicating Services (RDMD/Reprographics)	1,669	1,138	6,000	6,000
1802	Periodicals and Journals	516	0	600	600
1803	Postage	1,281	1,142	1,220	1,220
1809	Minor Office Equipment to be Controlled	9,989	16,004	58,454	58,454
1900	Professional and Specialized Services	1,016,341	844,414	1,539,457	1,539,457
1901	Data Processing Services	15,888	5,000	18,271	18,271
1902	Photographic Microfilm Expense	483	0	480	480
1908	Temporary Help	1,055	15,141	2,000	2,000
1911	CWCAP Charges	641,929	532,870	549,389	549,389
2100	Rents and Leases - Equipment	44,647	103,499	141,626	141,626
2300	Small Tools and Instruments	26,505	5,667	69,585	69,585
2400	Special Departmental Expense	2,906,967	3,678,555	3,393,792	3,393,792
2405	Optional Benefit Plan	11,250	15,000	12,000	12,000
2600	Transportation and Travel - General	1,626	657	10,000	10,000
2601	Private Auto Mileage	1,289	952	1,500	1,500
2602	Garage Expense	193,887	165,090	204,160	204,160
2700	Transportation and Travel - Meetings/ Conferences	8,626	9,959	14,501	14,501
2801	Utilities - Purchased Electricity	100,010	134,382	140,000	140,000
2802	Utilities - Purchased Gas	18,368	17,706	35,000	35,000
2803	Utilities - Purchased Water	8,150	18,276	35,000	35,000
2890	Intra-Agency Services & Supplies Billing Offsets	(193,887)	(198,000)	(204,160)	(204,160)
	Total Services & Supplies	8,120,287	8,991,179	9,652,654	9,652,654
Fixed Assets					
4000	Equipment	0	0	5,065,540	5,065,540
4200	Buildings and Improvements	0	0	1,606,250	1,606,250
	Total Fixed Assets	0	0	6,671,790	6,671,790
Miscellaneous					
5300	Depreciation	3,078,706	3,100,000	0	0

Operation of Internal Service Fund 296 Operational Statement

Operating Detail (1)		FY 2004-2005	FY 2005-2006	FY 2006-2007	FY 2006-2007
		Actual (2)	Estimate (3)	Proposed Budget (4)	Final Budget (5)
Total Miscellaneous		3,078,706	3,100,000	0	0
Total Operating Expenses		17,605,451	18,413,010	23,459,067	23,459,067
Net Operating Income (Loss)		(400,848)	(280,596)	(4,132,024)	(4,132,024)
NON-OPERATING REVENUE					
6610	Interest	135,117	219,233	197,547	197,547
6920	State - Construction	0	0	1,000,000	1,000,000
7110	Federal - Other	406	0	0	0
7670	Miscellaneous Revenue	182,618	290,188	220,000	220,000
7680	Six-Month Expired (Outlawed) Checks	0	406	0	0
7852	Fixed Asset Sales - Non-Taxable - Resale	0	95,423	155,937	155,937
Total Non-Operating Revenue		318,141	605,250	1,573,484	1,573,484
NON-OPERATING EXPENSES					
1912	Investment Administrative Fees	5,946	6,791	7,113	7,113
3700	Taxes and Assessments	7,790	6,248	8,248	8,248
5400	Loss or Gain on Disposition of Assets	18,869	20,000	30,000	30,000
Total Non-Operating Expenses		32,605	33,039	45,361	45,361
Net Non-Operating Income (Loss)		285,536	572,211	1,528,123	1,528,123
Income (Loss) Before Contributions & Transfers		(115,312)	291,615	(2,603,901)	(2,603,901)
FIXED ASSET EXPENDITURES					
4000	Equipment				
	Replacement*	2,824,533	4,080,023	4,256,950	4,256,950
	Additional & Excess Replacement Cost Over Depreciation	399,504	992,024	808,590	808,590
4200	Buildings and Improvements				
	P700 SWPP - Civic Center Fueling & Car Wash	0	0	30,000	30,000
	P701 SWPP - S. County Transportation Repair Facili	2,957	16,393	23,250	23,250
	P702 SWPP - Fruit Street Fueling & Car Wash	0	0	30,000	30,000
	P703 Construct Centralized Office at C.C. Garage	0	0	200,000	200,000
	P704 Fac Mod-CCG-Air Ventilation	0	1,802	55,000	55,000
	P722 Shop Extension at Fruit Street Service Facili	165	0	0	0
	P723 Fruit Street Garage Soil Remediation	977	0	0	0
	P724 Expand South County Garage Capability	373,768	476,003	60,000	60,000
	P725 Develop Countywide Alternative Fuel Capabilit	0	0	1,000,000	1,000,000
	P726 Fuel Focus System	0	0	208,000	208,000
Total Buildings and Improvements		377,867	494,198	1,606,250	1,606,250
Total Fixed Asset Expenditures		3,601,904	5,566,245	6,671,790	6,671,790

Operation of Internal Service Fund 296 Operational Statement

Operating Detail (1)	FY 2004-2005	FY 2005-2006	FY 2006-2007	FY 2006-2007
	Actual	Estimate	Proposed Budget	Final Budget
	(2)	(3)	(4)	(5)
STATEMENT OF CHANGES IN NET ASSETS - UNRESTRICTED				
Income (Loss) Before Contributions & Transfers	(115,312)	291,615	(2,603,901)	(2,603,901)
7810 Interfund Transfers In - from Fund 100	399,504	992,024	808,590	808,590
7811 Interfund Transfers In - from Funds 101-199	0	0	343,800	343,800
7812 Interfund Transfers In - from Funds 2AA-299	0	0	10,583	10,583
Changes to Reserves - Encumbrance - (Inc)/Dec.	26,738	1,063,176	0	0
Changes to Reserves - Net Assets - Reserved (Inc)/Dec.	174,061	0	0	0
Changes to Reserves - Net Assets, Invested in Capital Assets, Net of Related Debt (Inc)/Dec.	(186,145)	(1,505,659)	(704,124)	(704,124)
Changes to Reserves - Inventory of Material & Supplies - (Inc)/Dec.	(118,828)	0	0	0
Changes to Reserves - Equipment Replacement - (Inc)/Dec.	(2,801,058)	167,000	(522,338)	(522,338)
Changes to Reserves - Fuel System Replacement - (Inc)/Dec.	0	(25,000)	(25,000)	(25,000)
Increase (Decrease) in Net Assets - Unrestricted	(2,621,040)	983,157	(2,692,390)	(2,692,390)
Net Assets - Unrestricted - Beginning of Year	4,330,273	1,709,233	2,692,390	2,692,390
Net Assets - Unrestricted - End of Year	1,709,233	2,692,390	0	0

*Note - Replacement equipment is financed by funds generated through depreciation expense. Additional equipment and excess replacement cost over depreciation are financed by contributions from the County General Fund.

