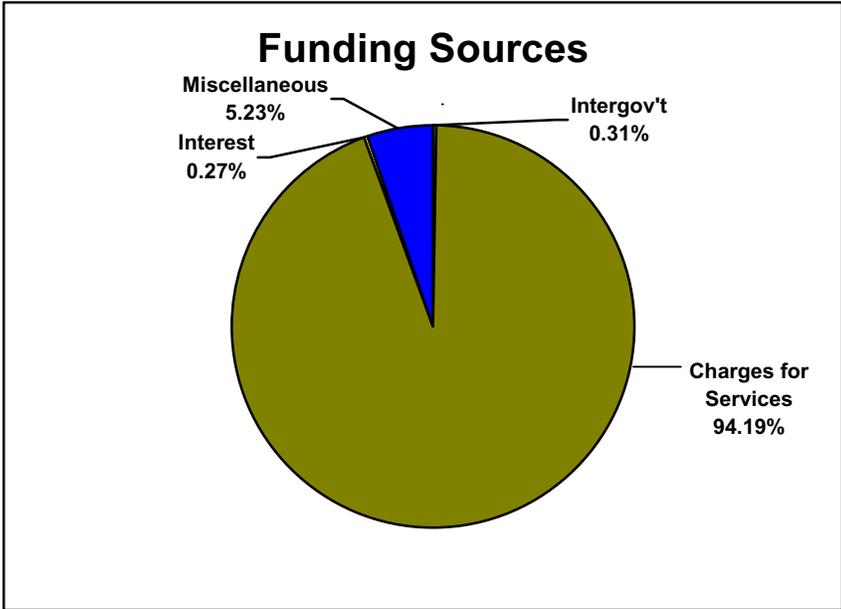
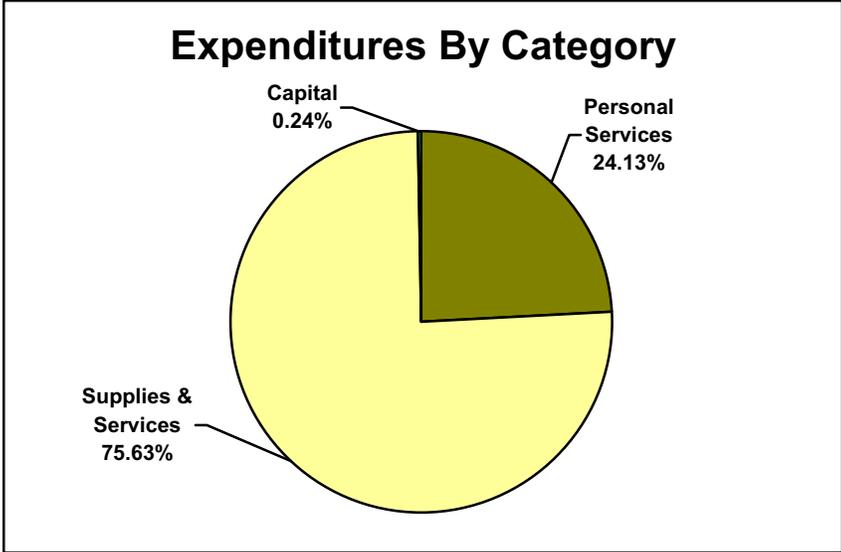


Pima County FY 2004/05 Recommended Budget

Fleet Services – Internal Service Fund

Revenue \$13,028,622
Expenditures 11,878,759
Fund Impact \$ 1,149,863
FTEs 56.0

Function Statement: Purchase, maintain, and dispose of cars and light trucks, heavy trucks, off-road heavy equipment, and radio communications equipment. Provide fuel for all County vehicles and equipment from nine fueling sites located throughout the County and from mobile fuel trucks for off-road equipment. Maintain complete inventory and cost accounting records for all vehicles, equipment, fuel, parts, and communications equipment.



Recommended Budget Summary - Internal Service Fund

	Total Expenditures	Total Revenues	Operating Transfers	Net Fund Impact
FY 2003/04 Adopted	12,058,926	12,978,108	0	919,182
New Position - Trades Maintenance Specialist	39,217			(39,217)
Miscellaneous Personal Services Adjustments	49,182			(49,182)
Supplies and Services Adjustments	(251,651)			251,651
Capital Adjustments	(16,915)			16,915
Revenue Adjustments		50,514		50,514
Supplemental Requests				
None Submitted				0
Total Recommended Budget	<u>11,878,759</u>	<u>13,028,622</u>	<u>0</u>	<u>1,149,863</u>
Full Time Equivalents (FTEs)	<u>56.0</u>			

Comments/Issues

The fiscal year 2004/05 requested budget includes 1 new position (1.0 FTE). The trades maintenance specialist position is needed due to the expanding size of the fleet.

Leases & Rental expenditures have increased by \$159,684 over the fiscal year 2003/04 adopted amount as a result of increased rentals for off-road equipment.

Self Insurance Reserve costs have increased by \$64,292 over the fiscal year 2003/04 adopted amount.

The Fuel, Oil, Lubricants account has decreased by \$439,923 from the fiscal year 2003/04 adopted amount as the cost of fuel was over budgeted in fiscal year 2003/04.

With the purchase of \$3,320,918 worth of equipment, Fleet Services is projected to have an ending cash balance of \$3.7 million at the end of fiscal year 2004/05.

Recommended revenue sources:

Automotive Services Charges to Other Departments	10,751,025
Interdepartmental Charges for Repairs	1,520,251
Miscellaneous Revenue - Fuel Tax Rebates and Other	424,346
Interest Revenue	35,000
Sale of Fixed Assets	195,000
Other Revenue	103,000
	<u>13,028,622</u>

Pima County FY 2004/05 Recommended Budget

Fleet Services

Recommended capital expenditures:

Replacement Vehicles - 84	1,751,568
Graders - 3	750,000
Fuel Truck	250,000
Dump Trucks - 2	200,000
Roll Off Truck	175,000
Truck Tractor	89,000
Fuel Dispensers - 3	24,000
Tank Monitor - 2	10,500
Other Equipment	70,850
	3,320,918

Note: Due to accounting rules for internal service funds, Fleet Services' recommended budget reflects only annual depreciation costs of capital items that cost \$5,000 or more. The Department Requested column, on the Summary by Account by Department Report, shows all requested capital purchases for informational purposes only. The total expense in this column will be different from the total expense on other tables, by the amount of requested capital items that cost \$5,000 or more.

The department submitted no requests for supplemental funding.

Five Year History of Expenditures and Revenues - Internal Service Fund

	FY 2000/01 Actual	FY 2001/02 Actual	FY 2002/03 Actual	FY 2003/04 Projected	FY 2004/05 Recommended
Expenditures	10,547,757	10,379,793	11,079,474	12,132,169	11,878,759
Revenues	11,855,149	12,344,746	12,376,992	13,006,108	13,028,622
Operating Transfers In(Out)	1,000,000	137,000	0	0	0

Funding Summary By Department - Internal Service Fund

	FY 2003/04 Adopted	FY 2004/05 Department Base Request	FY 2004/05 Department Supplementals	FY 2004/05 Department Total Request	FY 2004/05 Administrator Recommended
Expenditures					
Personal Services	2,778,211	2,866,610	0	2,866,610	2,866,610
Supplies and Services	9,234,950	8,983,299	0	8,983,299	8,983,299
Capital	45,765	3,320,918	0	3,320,918	28,850
Total Expenditures	12,058,926	15,170,827	0	15,170,827	11,878,759
Revenues					
Intergovernmental	41,000	39,800	0	39,800	39,800
Charges For Services	12,207,931	12,271,276	0	12,271,276	12,271,276
Interest	72,000	35,000	0	35,000	35,000
Miscellaneous	657,177	682,546	0	682,546	682,546
Total Revenues	12,978,108	13,028,622	0	13,028,622	13,028,622
Fund Balance Decr/(Incr)	(919,182)	2,142,205	0	2,142,205	(1,149,863)
Total Funding	12,058,926	15,170,827	0	15,170,827	11,878,759

SUMMARY BY ACCOUNT

Department Name: FLEET SERVICES

ACCOUNT NAME	2002/03	2003/04		2004/05	
	ACTUAL	ADOPTED	YTD THRU FEB 29, 2004	DEPARTMENT REQUESTED	RECOMMENDED
EXPENDITURE ACCOUNTS -					
SALARIES & WAGES	1,960,495	2,113,239	1,345,884	2,124,097	2,124,097
OVERTIME	26,298	24,550	15,751	23,983	23,983
ON-CALL PAY	8,075	8,499	5,164	9,002	9,002
SHIFT DIFFERENTIAL	1,766	4,992	2,833	5,000	5,000
TEMPORARY HELP	54,952	0	64,297	0	0
HOLIDAY PAY	213	0	802	0	0
BUDGETED BENEFITS	461,076	568,091	400,533	636,728	636,728
SALARY REDUCTION	(6,986)	0	(8,925)	0	0
INTERDEPARTMENTAL SALARIES	22,707	58,840	15,887	67,800	67,800
** OBJECT TOTALS FOR:					
PERSONAL SERVICES	2,528,596	2,778,211	1,842,226	2,866,610	2,866,610
OFFICE SUPPLIES	10,525	10,000	5,087	10,000	10,000
BOOKS/SUBSCRIPTIONS/VIDEO	5,143	3,100	1,304	3,100	3,100
SOFTWARE / SOFTWARE LICENSES <\$1,000	5,259	5,000	3,197	5,000	5,000
FOOD SUPPLIES	773	1,100	344	750	750
FOOD PREPARATION SUPPLIES	0	0	54	0	0
MEDICAL & LAB SUPPLIES	0	0	0	0	0
FUEL, OIL, LUBRICANTS	2,239,267	2,907,488	1,370,723	2,467,565	2,467,565
CHEMICALS	1,885	2,400	3,701	2,500	2,500
HOUSEHOLD/INDUSTRIAL SUPPLIES	1,273	1,200	674	1,200	1,200
CLOTHING/UNIFORMS/SAFETY	141	0	1,022	0	0
FILM, MAPS, BLUEPRINTS	414	0	282	0	0
OTHER OPERATING SUPPLIES	1,101	0	46	0	0
REPAIR & MAINTENANCE SUPPLIES	1,515,953	1,572,522	905,883	1,584,624	1,584,624
SMALL TOOLS & OFFICE EQUIP < \$1,000	13,864	12,500	11,900	24,500	24,500
** OBJECT TOTALS FOR:					
SUPPLIES	3,795,598	4,515,310	2,304,217	4,099,239	4,099,239
NON MEDICAL PROFESSIONAL SERVICES	1,343	25,552	5,996	25,528	25,528
SECURITY	40,657	39,000	314	39,000	39,000
TELEPHONE/VOICE/DATA TELECOMMUNICATION	17,207	16,441	11,584	16,451	16,451
POSTAGE & FREIGHT	4,760	2,800	2,437	3,400	3,400
MILEAGE REIMBURSEMENT	5	100	38	100	100
IN-STATE TRAVEL	623	0	3,692	0	0
IN-STATE TRAINING	1,859	7,000	8,951	14,150	14,150
OUT-OF-STATE TRAVEL/TRAINING	6,617	4,200	2,980	9,500	9,500
MOTOR POOL	144,170	141,500	96,770	145,250	145,250
ADVERTISING	4,734	3,500	5,249	4,500	4,500
PRINTING AND MICROFILMING	6,044	5,677	8,383	6,550	6,550

SUMMARY BY ACCOUNT

Department Name: FLEET SERVICES

ACCOUNT NAME	2002/03	2003/04		2004/05	
	ACTUAL	ADOPTED	YTD THRU FEB 29, 2004	DEPARTMENT REQUESTED	RECOMMENDED
PROPERTY DAMAGE INS. PREMIUM	3,885	0	3,579	0	0
OTHER INSURANCE	661,607	965,544	559,705	1,029,836	1,029,836
ELECTRICITY	74,574	74,680	47,067	78,500	78,500
NATURAL GAS	5,310	7,100	3,189	6,000	6,000
REFUSE/SEWAGE DISPOSAL/RECYCLING	1,350	3,972	900	3,290	3,290
LEASES & RENTALS	586,158	489,207	368,860	649,071	649,071
SUPPLIES & SERVICES REDUCTION	0	0	0	(1,751,871)	(1,751,871)
INTERDEPT. SUPPLIES & SERVICES	12,995	11,669	5,954	1,765,571	1,765,571
R&M MACHINERY & EQUIPMENT	947,666	775,222	424,873	705,487	705,487
R&M BUILDINGS & GROUNDS	52,878	43,000	38,568	59,000	59,000
** OBJECT TOTALS FOR:					
SERVICES & OTHER CHARGES	2,574,442	2,616,164	1,599,089	2,809,313	2,809,313
DUES AND MEMBERSHIPS	570	390	600	440	440
LAUNDRY & LINEN SERVICES	16,100	13,992	9,000	15,035	15,035
ADMINISTRATIVE OVERHEAD	451,927	382,024	229,214	381,972	381,972
OTHER MISCELLANEOUS CHARGES	43,675	61,070	45,819	62,300	62,300
DEPRECIATION EXPENSE	1,611,579	1,646,000	0	1,615,000	1,615,000
** OBJECT TOTALS FOR:					
SERVICES & OTHER CHARGES	2,123,851	2,103,476	284,633	2,074,747	2,074,747
FIXED EQUIP \$1,000 - \$4,999	0	8,415	4,571	0	0
MOTOR VEHICLES \$1,000 - \$4,999	12,149	0	87,288	0	0
MAINT/CONSTRUCT EQUIP \$1,000-\$4,999	0	29,150	11,686	20,850	20,850
OFF MACH/COMPUTER \$1,000 - \$4,999	1,547	5,200	10,011	8,000	8,000
OTHER MACH/EQUIP (\$1,000 - \$4,999)	43,291	3,000	31,118	0	0
FIXED EQUIP (\$5,000 OR MORE)	0	0	6,343	70,500	0
MOTOR VEHICLES (\$5,000 OR MORE)	0	0	821,755	1,751,568	0
MAINT/CONST EQUIP (\$5,000 OR MORE)	0	0	0	1,464,000	0
SOFTWARE/OFF MACH (\$5,000 OR MORE)	0	0	0	6,000	0
OTHER MACH & EQUIP (\$5,000 OR MORE)	0	0	16,502	0	0
** OBJECT TOTALS FOR:					
CAPITAL OUTLAY	56,987	45,765	989,274	3,320,918	28,850
*** TOTAL: EXPENDITURE ACCOUNTS -	11,079,474	12,058,926	7,019,439	15,170,827	11,878,759
REVENUE					
FEDERAL REVENUE	3,750	3,000	750	3,000	3,000
SALES AND USE TAX	32,942	38,000	0	36,800	36,800
** OBJECT TOTALS FOR:					
INTERGOVERNMENTAL	36,692	41,000	750	39,800	39,800
TRANSPORTATION CHARGES	9,853,610	10,748,556	6,734,632	10,751,025	10,751,025

SUMMARY BY ACCOUNT

Department Name: FLEET SERVICES

	2002/03	2003/04	2004/05		
ACCOUNT NAME	ACTUAL	ADOPTED	YTD THRU FEB 29, 2004	DEPARTMENT REQUESTED	RECOMMENDED
INTERDEPARTMENTAL CHARGES	1,583,119	1,459,375	1,023,556	1,520,251	1,520,251
** OBJECT TOTALS FOR:					
CHARGES FOR SERVICES	11,436,729	12,207,931	7,758,188	12,271,276	12,271,276
INTEREST	69,338	72,000	18,305	35,000	35,000
** OBJECT TOTALS FOR:					
INTEREST	69,338	72,000	18,305	35,000	35,000
SALE OF FIXED ASSETS	37,714	195,000	100,998	195,000	195,000
MISCELLANEOUS COLLECTIONS	158,311	100,000	137,160	100,000	100,000
OTHER MISCELLANEOUS REVENUE	441,225	362,177	242,259	387,546	387,546
** OBJECT TOTALS FOR:					
MISCELLANEOUS	637,250	657,177	480,417	682,546	682,546
SALE OF FIXED ASSETS	196,983	0	0	0	0
** OBJECT TOTALS FOR:					
MEMO REVENUE	196,983	0	0	0	0
*** TOTAL: REVENUE	12,376,992	12,978,108	8,257,660	13,028,622	13,028,622