

## 296 - TRANSPORTATION INTERNAL SERVICE FUND

### Operational Summary

#### Description:

Transportation Fleet Management provides safe, reliable, cost effective, timely, and environmentally sensitive vehicles, equipment, maintenance and support services to many of the departments of the County of Orange so these departments can execute their missions serving the needs of the community.

#### Strategic Goals:

- Implement the Green Fleet Plan which includes the acquisition of alternative fuel vehicles and construction of fueling facilities.
- Work with the consultant team and Facility Operations to develop requirements for the Shop 2 (Douglas Rd) relocation project.

#### Key Outcome Indicators:

Performance Measure	2006 Business Plan	2007 Business Plan	How are we doing?
	Results	Target	
<b>AVAILABILITY OF FLEET FOR USE BY COUNTY EMPLOYEES.</b> <b>What:</b> Average percentage of time fleet vehicles are available for use by agencies and departments. <b>Why:</b> Indicates quantitative support to County agencies by operating & maintaining the vehicle fleet.	93%	A 94% average of time fleet vehicles will be available for use by agencies and departments.	On target at 93%.
<b>EFFICIENCY OF SUPPORT TO COUNTY AGENCIES &amp; OPERATIONS.</b> <b>What:</b> Total annual cost of active fleet divided by the total miles of active duty fleet use. <b>Why:</b> Indicates efficiency of support to County agencies by operating and maintaining the vehicle fleet.	\$1.52	\$1.46	On target at \$1.52 per active duty vehicle.
<b>COUNTY CUSTOMER SATISFACTION.</b> <b>What:</b> Percentage of fleet users rating quality of the vehicle fleet & service provided as good or better. <b>Why:</b> 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 2006-2007 Actual Expenditure + Encumbrance:	19,057,884
Total Final FY 2007-2008	28,515,023
Percent of County General Fund:	N/A
Total Employees:	88.00

### Key Outcome Indicators: (Continued)

Performance Measure	2006 Business Plan	2007 Business Plan	How are we doing?
	Results	Target	
<b>NUMBER OF VEHICLES IN THE COUNTY FLEET THAT USE ALTERNATE FUEL.</b> <b>What:</b> Number of alternate fuel vehicles in the fleet. <b>Why:</b> Indicates the increasing number of vehicles in the County fleet use alternate fuel.	35 vehicles.	40 vehicles.	Increased from 2005 by four vehicles in 2006.

### FY 2006-07 Key Project Accomplishments:

- Developed and submitted requirements for the Katella Yard relocation project.
- Developed and submitted requirements for the CNG fueling station project and identified grant funds for this project.

**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.

### Budget Summary

#### Plan for Support of the County's Strategic Priorities:

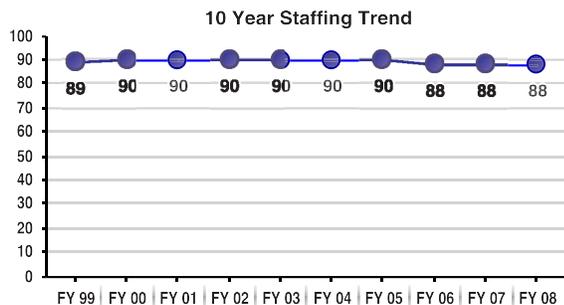
Pursue alternative fuel technologies as part of the Green Fleet Plan.

Develop and implement policies to collect the remaining depreciation for vehicles that are replaced before they are fully depreciated (e.g. due to accidents etc.) as they reach their mileage life cycle prematurely.

#### Changes Included in the Base Budget:

No changes in recommended base budget.

### Ten Year Staffing Trend:



### Ten Year Staffing Trend Highlights:

- Staffing maintained at consistent level, currently 88 employees.

### Approved Budget Augmentations and Related Performance Results:

Unit Amount	Description	Performance Plan	BRASS Ser.
<b>Purchase 1 Vehicle for Health Care Agency to Transport Water Laboratory Personnel and Samples</b> Amount:\$ 38,000	Transportation to collect water quality samples and carry and tow collection equipment.	Pick-up truck is necessary to carry out water quality projects starting in the Summer of 2007.	2011
<b>Purchase 6 Vehicles for Probation Transportation-Youth Leadership Academy and Youth Guidance Center</b> Amount:\$ 164,000	Six vehicles are requested based on increased travel and service requirements.	The addition of 6 vehicles will enable the department to maintain adequate transportation service.	2088



## Approved Budget Augmentations and Related Performance Results: (Continued)

Unit Amount	Description	Performance Plan	BRASS Ser.
<b>Purchase 2 Vehicles for PA/PG for Case Field Investigations, Probate, &amp; Mental Health Client Visits</b> Amount: \$ 54,000	Required PA/PG transportation case field investigation probate/mental health client/facility visits.	Meeting transportation requirement for PA/PG programs and reducing 30% in private auto mileage cost.	2092
<b>Purchase 3 Vehicles for Sheriff Communications for Transport of Emergency Service Personnel</b> Amount: \$ 124,000	Service vans transport Emergency Field Service personnel and associated equipment to various sites.	Service vans transport Communications' Emergency Field Service personnel/gear to various sites.	2190

## Final Budget History:

Sources and Uses	FY 2005-2006	FY 2006-2007	FY 2006-2007	FY 2007-2008	Change from FY 2006-2007	
	Actual Exp/Rev	Budget As of 6/30/07	Actual Exp/Rev <sup>(1)</sup> As of 6/30/07	Final Budget	Actual Amount	Percent
Total Positions	88	88	88	88	0	0.00
Total Revenues	21,525,937	25,732,353	25,503,885	28,515,023	3,011,138	11.81
Total Requirements	18,757,388	25,078,229	22,522,263	28,515,023	5,992,760	26.61
Balance	2,768,549	654,124	2,981,622	0	(2,981,622)	-100.00

(1) Amounts include prior year expenditure and exclude current year encumbrance. Therefore, the totals listed above may not match Total FY 2006-07 Actual Expenditure + Encumbrance included in the "At a Glance" section.

Detailed budget by expense category and by activity is presented for agency: Transportation Internal Service Fund in the Appendix on page A225

## Highlights of Key Trends:

- Continue to examine all costs that can be billed directly to the end user and remove them from the overhead expense pool to more accurately reflect the actual costs incurred by each end user.
- Update the rate model to project rates more consistently and avoid large surpluses or deficits.

## 296 - Transportation Internal Service Fund

### Operation of Internal Service Fund 296 Operational Statement for the Fiscal Year 2007-2008

Operating Detail (1)		FY 2005-2006	FY 2006-2007	FY 2007-2008	FY 2007-2008
		Actual (2)	Actual (3)	Proposed Budget (4)	Final Budget (5)
<b>OPERATING INCOME</b>					
7590	Other Charges for Services	18,911,337	19,974,749	19,773,024	19,773,024
<b>Total Operating Income</b>		18,911,337	19,974,749	19,773,024	19,773,024
<b>OPERATING EXPENSES</b>					
Salaries & Benefits					
0100	Salaries and Wages	(267,842)	23,654	0	0
0101	Regular Salaries	3,974,755	4,314,692	4,384,066	4,384,066
0102	Extra Help	16,926	0	74,376	74,376
0103	Overtime	227,948	193,997	152,122	152,122
0104	Annual Leave Payoffs	73,378	45,265	144,336	144,336
0105	Vacation Payoff	33,820	5,696	39,054	39,054
0106	Sick Leave Payoff	182,090	13,993	108,177	108,177
0110	Performance Incentive Pay	53	920	3,255	3,255
0111	Other Pay	43,547	43,241	57,233	57,233
0200	Retirement	619,650	956,945	1,019,320	1,019,320
0301	Unemployment Insurance	6,881	5,511	5,242	5,242
0305	Salary Continuance Insurance	1,761	1,924	1,932	1,932
0306	Health Insurance	575,421	585,253	617,940	617,940
0307	Health & Wellness Program	0	0	7,665	7,665
0308	Dental Insurance	3,581	3,397	3,696	3,696
0309	Life Insurance	786	731	768	768
0310	Accidental Death and Dismemberment Insurance	143	135	144	144
0319	Other Insurance	44,192	54,524	47,172	47,172
0352	Workers Compensation - General	544,644	384,780	306,595	306,595
0401	Medicare	49,838	55,145	54,388	54,388
<b>Total Salaries &amp; Benefits</b>		6,131,572	6,689,804	7,027,481	7,027,481
Services & Supplies					
0600	Clothing and Personal Supplies	27,282	29,934	31,057	31,057
0700	Communications	4,140	257	0	0
0701	Telephone/Telegraph - Interfund Transfer	39,486	41,561	57,599	57,599
0900	Food	0	16	0	0
1000	Household Expense	92,597	103,842	93,848	93,848
1001	Household Expense - Trash	13,495	12,556	13,963	13,963
1100	Insurance	194,052	253,934	311,950	311,950

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Operating Detail (1)		FY 2005-2006	FY 2006-2007	FY 2007-2008	FY 2007-2008
		Actual (2)	Actual (3)	Proposed Budget (4)	Final Budget (5)
1300	Maintenance - Equipment	2,291,100	2,199,222	2,330,624	2,330,624
1301	Maintenance - Inventory Parts	562,423	599,155	576,000	576,000
1302	Parts Not Direct Billed To Customer	192,294	248,942	180,704	180,704
1400	Maintenance - Buildings and Improvements	438,082	207,533	256,603	256,603
1402	Minor Alterations and Improvements	67,280	55,120	62,779	62,779
1500	Medical, Dental and Laboratory Supplies	0	38	188	188
1600	Memberships	515	1,810	915	915
1700	Miscellaneous Expense	(6,298)	(98,605)	47,000	47,000
1800	Office Expense	40,759	29,912	31,645	31,645
1801	Duplicating Services (RDMD/Reprographics)	649	4,865	2,150	2,150
1802	Periodicals and Journals	375	0	490	490
1803	Postage	1,138	1,020	1,450	1,450
1809	Minor Office Equipment to be Controlled	41,977	63,351	115,377	115,377
1900	Professional and Specialized Services	1,017,011	1,263,668	1,591,129	1,591,129
1901	Data Processing Services	0	0	12,271	12,271
1902	Photographic Microfilm Expense	0	0	400	400
1908	Temporary Help	15,141	0	2,000	2,000
1911	CWCAP Charges	501,041	545,117	549,388	549,388
2000	Publications and Legal Notices	0	1,528	1,241	1,241
2100	Rents and Leases - Equipment	109,914	104,322	138,107	138,107
2300	Small Tools and Instruments	54,455	51,828	66,174	66,174
2400	Special Departmental Expense	3,551,782	3,723,119	3,656,885	3,656,885
2405	Optional Benefit Plan	15,000	14,500	14,016	14,016
2600	Transportation and Travel - General	561	63	5,600	5,600
2601	Private Auto Mileage	2,707	954	3,461	3,461
2602	Garage Expense	216,291	230,169	221,821	221,821
2700	Transportation and Travel - Meetings/ Conferences	21,214	31,929	21,376	21,376
2800	Utilities	0	36	0	0
2801	Utilities - Purchased Electricity	121,407	136,768	136,250	136,250
2802	Utilities - Purchased Gas	23,018	21,598	20,843	20,843
2803	Utilities - Purchased Water	16,735	29,563	35,412	35,412
2890	Intra-Agency Services & Supplies Billing Offsets	(216,291)	(230,250)	(221,821)	(221,821)
Total Services & Supplies		9,451,332	9,679,378	10,368,895	10,368,895
<b>Fixed Assets</b>					
4000	Equipment	0	0	4,622,000	5,002,000
4200	Buildings and Improvements	0	0	1,583,000	1,583,000
Total Fixed Assets		0	0	6,205,000	6,585,000
<b>Miscellaneous</b>					

## Operation of Internal Service Fund 296 Operational Statement for the Fiscal Year 2007-2008

Operating Detail (1)		FY 2005-2006	FY 2006-2007	FY 2007-2008	FY 2007-2008
		Actual (2)	Actual (3)	Proposed Budget (4)	Final Budget (5)
5300	Depreciation	3,218,802	3,185,072	0	0
	Total Miscellaneous	3,218,802	3,185,072	0	0
	<b>Total Operating Expenses</b>	<b>18,801,706</b>	<b>19,554,254</b>	<b>23,601,376</b>	<b>23,981,376</b>
	<b>Total Operating Income (Loss)</b>	<b>109,631</b>	<b>420,495</b>	<b>(3,828,352)</b>	<b>(4,208,352)</b>
<b>NON-OPERATING REVENUE</b>					
6610	Interest	271,387	361,297	338,860	338,860
6920	State - Construction	0	0	750,000	750,000
7110	Federal - Other	0	529	0	0
7670	Miscellaneous Revenue	273,497	222,102	205,362	205,362
7680	Six-Month Expired (Outlawed) Checks	406	3,139	0	0
7852	Fixed Asset Sales - Non-Taxable - Resale	0	0	158,189	158,189
	<b>Total Non-Operating Revenue</b>	<b>545,290</b>	<b>587,067</b>	<b>1,452,411</b>	<b>1,452,411</b>
<b>NON-OPERATING EXPENSES</b>					
1912	Investment Administrative Fees	6,202	7,024	7,582	7,582
3700	Taxes and Assessments	6,248	5,498	6,713	6,713
5400	Loss or Gain on Disposition of Assets	(88,063)	(168,035)	30,500	30,500
	<b>Total Non-Operating Expenses</b>	<b>(75,613)</b>	<b>(155,513)</b>	<b>44,795</b>	<b>44,795</b>
	Net Non-Operating Income (Loss)	620,903	742,580	1,407,616	1,407,616
	Income (Loss) Before Contributions & Transfers	730,536	1,163,075	(2,420,736)	(2,800,736)
<b>FIXED ASSET EXPENDITURES</b>					
4000	Equipment				
	Replacement *	755,744	4,144,266	3,315,946	3,315,946
	Additional & Excess Replacement Cost Over Depreciation	995,113	1,322,232	1,306,054	1,686,054
4200	Buildings and Improvements				
	P700 SWPP - Civic Center Fueling & Car Wash	2,256	19,310	30,000	30,000
	P701 SWPP - S. County Transportation Repair Facility	13,606	5,639	23,000	23,000
	P702 SWPP - Fruit Street Fueling & Car Wash	2,334	7,218	30,000	30,000
	P703 Construct Centralized Office at C.C. Garage	0	0	200,000	200,000
	P704 Fac Mod-CCG-Air Ventilation	1,802	0	0	0
	P724 Expand South County Garage Capability	462,401	26,175	0	0
	P725 Develop Countywide Alternative Fuel Capabilit	0	0	1,300,000	1,300,000
	P726 Fuel Focus System	0	142,093	0	0
	Total Buildings and Improvements	482,399	200,434	1,583,000	1,583,000
	<b>Total Fixed Asset Expenditures</b>	<b>2,233,256</b>	<b>5,666,932</b>	<b>6,205,000</b>	<b>6,585,000</b>

## Operation of Internal Service Fund 296 Operational Statement for the Fiscal Year 2007-2008

Operating Detail (1)	FY 2005-2006	FY 2006-2007	FY 2007-2008	FY 2007-2008
	Actual (2)	Actual (3)	Proposed Budget (4)	Final Budget (5)
<b>STATEMENT OF CHANGES IN NET ASSETS - UNRESTRICTED</b>				
Income (Loss) Before Contributions & Transfers	730,536	1,163,075	(2,420,736)	(2,800,736)
7805 Capital Contributions	0	405,847	0	0
7810 Interfund Transfers In - from Fund 100	995,113	1,322,232	1,306,054	1,686,054
7811 Interfund Transfers In - from Funds 101-199	8,105	414,413	0	0
7812 Interfund Transfers In - from Funds 2AA-299	0	6,030	0	0
Changes to Reserves - Encumbrance - (Inc)/Dec.	(1,809,107)	412,331	0	0
Changes to Reserves - Net Assets - Reserved (Inc)/Dec.	0	0	(3,209,972)	(3,209,972)
Changes to Reserves - Net Assets, Invested in Capital Assets, Net of Relate Debt (Inc)/Dec.	1,099,681	(2,690,050)	(692,982)	(692,982)
Changes To Reserves - Inventory of Material & Supplies 0 (Inc)/Dec.	(6,298)	(98,605)	(10,000)	(10,000)
Changes to Designations - Equipment Replacement - (Inc)/Dec.	66,285	(334,869)	(507,724)	(507,724)
Changes to Designations - Fuel System Replacement - (Inc)/Dec.	(25,000)	25,000	(68,174)	(68,174)
<b>Increase (Decrease) in Net Assets - Unrestricted</b>	<b>1,059,315</b>	<b>625,404</b>	<b>(5,603,534)</b>	<b>(5,603,534)</b>
<b>Net Assets - Unrestricted - Beginning of Year</b>	<b>1,709,233</b>	<b>2,768,548</b>	<b>5,603,534</b>	<b>5,603,534</b>
<b>Net Assets - Unrestricted - End of Year</b>	<b>2,768,548</b>	<b>3,393,952</b>	<b>0</b>	<b>0</b>

\*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.