

**FYE 2019 BUDGET RECEIVED**

**\$799,271**

**FYE 2020 BUDGET REQUEST**

**\$837,538**

**FREMONT COUNTY, WYOMING**

**BUDGET REQUEST PACKET**

**FISCAL YEAR 2019 - 2020**

**DEPARTMENT NAME**

**Vehicle Maintenance**

**CHART OF ACCOUNT NUMBERS**

**100-9-1560**

**BUDGET VERSION**

**1**

**PREPARED BY**

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# BUDGET MESSAGE

## DEPARTMENT Vehicle Maintenance

### **ANTICIPATED REVENUE STREAMS**

AMBULANCE REVENUES HAVE BEEN FOR FISCAL YEAR 2018 (7/1/2017- 6/30/2018) \$49,487.46 FISCAL YEAR 2019 TO DATE (THROUGH 2/28/2019) \$57,223.87. WE MAY SEE A SLIGHT DECLINE IN REVENUES DUE TO THE NEW AMBULANCES THAT WILL ARRIVE IN MAY THRU JULY OF 2019.

### **EXPENDITURE TRENDS**

DUE TO OUR AGING FLEET, WE PREDICT HIGHER MAINTENANCE COSTS. HOWEVER THE TRANSPORTATION DEPT. DID RECEIVE SEVEN NEW PICKUPS SO THAT WILL HELP WITH COSTS . WE STILL HAVE OTHER DEPARTMENTS OUT THERE THAT ARE FACING HIGH MILE ISSUES AS WELL. WE STILL HAVE SOME HEAVY EQUIPMENT THAT HAS OVER 10,000 HOURS ON THE ENGINES,& DUMP TRUCKS WITH OVER 360,000 MILES ON THEM.

### **BUDGET CHANGES FROM LAST YEAR**

DUE TO THE COUNTY'S AGING FLEET, WE PREDICT SOME (POSSIBLY LOWER COSTS) FROM THE (TRANSPORTATION DEPT. DUE TO THE RECENT SEVEN NEW PICKUPS) ALTHOUGH SEVERAL OTHER DEPARTMENTS ARE STARTING TO EXPERIENCE MORE REPAIRS. DUES & SUBSCRIPTIONS HAVE INCREASED, OUR TRAINING HAS INCREASED FROM THE ADVANCEMENT OF TECHNOLOGY FOR ALL EMPLOYEES. ALL DATA FOR BOTH SHOPS WILL COST \$1500.00 PER YEAR FOR BOTH SHOPS. E.T. & S.I.S. WILL RUN AROUND \$4800.00 (UNLESS WYO. MACHINERY WILL GIVE A 2 YEAR FREE SUBSCRIPTION FOR THE LANDER SHOP), OUR O.T.C. SCANNER SUBSCRIPTION FOR BOTH SHOPS WILL BE \$1500.00 OUR RENTAL PAYMENTS WILL INCREASE DUE TO A SERVICE TRUCK, NEW PICK-UP PURCHASE, & NEW HOIST FOR THE RIVERTON SHOP. ONE EMPLOYEE DIDN'T RECEIVE THE \$1200 RAISE LAST YEAR.

### **OTHER**

Uniforms: Uniforms and work clothing may be provided to employees upon a departmental policy being described and provided to the Board of County Commissioners. Does your department have a uniform policy? If "Yes," please elaborate below.  Yes  No

WE HAVE ALWAYS HAD A LINE ITEM FOR UNIFORMS FOR SAFETY REASONS.

# FIVE YEAR PLAN

## DEPARTMENT Vehicle Maintenance

### **1. CAPITAL BUDGETING - List and explain upcoming needs, including anticipated capital revolving fund requests:**

THE LANDER SHOP WILL BE PRESENTING A REQUEST FOR A NEW 2020 LONG BOX PICKUP. RIVERTON SHOP WILL BE PROPOSING A NEW SERVICE TRUCK, AND ALSO A NEW HOIST. THIS WILL HAVE AN IMPACT ON OUR BUDGET THAT WILL SHOW AN INCREASE TO RENTAL PAYMENTS.

### **2. SERVICE PRIORITIES:**

CONTINUE TO PERFORM OUR MAINTENANCE ON ALL VEHICLES AS COST EFFECTIVE AS POSSIBLE.

### **3. EMPLOYEES and BENEFITS:**

ONE EMPLOYEE HAD A \$1200.00 SALARY ADJUSTMENT. WITH THE SOC SURVEY THIS MAY CHANGE AS WELL.

### **4. FUNDING and REVENUE CHANGES:**

AMBULANCE MAINTENANCE REVENUES ARE AROUND \$57,223.87 THIS LAST FISCAL YEAR. THERE MAY BE A SLIGHT DECREASE IN MAINTENANCE REPAIRS DUE TO THE FIVE NEW AMBULANCES. THAT ALSO COULD CHANGE BECAUSE OF RISING MAINTENANCE COSTS.

### **5. MAINTENANCE or SECURITY ISSUES:**

POSSIBLE ENGINES, TRANSMISSION & OTHER COMPONENT FAILURES DUE TO HIGH MILES & HOURS.

**GRANT SUMMARY - FYE 2020**

**DEPT: Vehicle Maintenance**

	Grant Name	Begin Date	End Date	Award Amount	No. of FTEs	Status	Purpose of Grant
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
<b>TOTAL</b>				<b>\$0</b>			

**CONTRACTUAL SERVICES - FYE 2020**

**DEPT: Vehicle Maintenance**

	<b>Contractor</b>	<b>Description of Services</b>	<b>Amount</b>
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
<b>TOTAL CONTRACTUAL SERVICES (69214)</b>			<b>\$0</b>

**SERVICE AGREEMENTS - FYE 2020**

**DEPT: Vehicle Maintenance**

	<b>Organization</b>	<b>Description</b>	<b>Amount</b>
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
<b>TOTAL SERVICE AGREEMENTS (65234)</b>			<b>\$0</b>

**DUES AND SUBSCRIPTIONS - FYE 2020**

**DEPT: Vehicle Maintenance**

	<b>Organization</b>	<b>Description</b>	<b>Amount</b>
1.	E.T., S.I.S.,OTC.,& ALL DATA SUBSCRIPTION	BOTH LANDER & RIVERTON SHOPS	\$8,000
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
<b>TOTAL DUES &amp; SUBSCRIPTIONS (69250)</b>			<b>\$8,000</b>

**CAPITAL ASSETS - FYE 2020**

DEPT: Vehicle Maintenance

DEPARTMENT PURCHASES (ASSETS BETWEEN \$1,000 AND \$10,000)					
PRIORITY	DESCRIPTION	PURCHASE TIME FRAME	ASSET TYPE	PURCHASE AMOUNT	ESTIMATED LIFE (YRS)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
<b>TOTAL - DEPARTMENT PURCHASES (ASSETS BETWEEN \$1,000 AND \$10,000)</b>				<b>\$0</b>	

85001	LAND	\$0
85002	BUILDINGS & IMPROVEMENTS	\$0
85003	MACHINERY & EQUIPMENT	\$0
85004	VEHICLES	\$0
85005	OFFICE FURNITURE	\$0
85006	COMPUTER SOFTWARE	\$0
85008	INFRASTRUCTURE	\$0
85010	LIBRARY BOOKS	\$0

CAPITAL REVOLVING FUND PURCHASES (\$10,000 OR MORE AND ALL VEHICLES)							
PRIORITY	DESCRIPTION	PURCHASE TIME FRAME	ASSET TYPE	AUTHORIZED AMOUNT	ESTIMATED LIFE (YRS)	INTEREST RATE	EST FYE 2020 RENTAL AMT
1.	2020 Chevrolet 2500 Pickup Truck	JUL-SEP 2019	VEHICLES	\$40,912	10	2.8%	\$4,684
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
<b>PLUS CURRENT DEPARTMENT RENTAL PAYMENTS (FYE 2020)</b>							<b>\$5,500</b>
<b>TOTAL - CAPITAL REVOLVING FUND PURCHASES (\$10,000 OR MORE AND ALL VEHICLES)</b>				<b>\$40,912</b>			<b>\$10,184</b>



**CHART OF ACCOUNTS WORKSHEET - FYE 2020**

DEPT: **Vehicle Maintenance**

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Account Number	Account Title	FYE 2016 Actual	FYE 2017 Actual	FYE 2018 Actual	FYE 2019 Budget	FYE 2019 Actual (thru Dec)	FYE 2019 Add'l Expected (Jan - Jun)	FYE 2019 Projected Actual	FYE 2019 Projected Diff. from Budget	FYE 2020 Budget Request	FYE 2020 Diff. from FYE 2019	FYE 2020 Approved Budget	NOTES Please make notes especially if the amounts are significantly different than last year.
100-9-1560-44580	VEHICLE MAINTENANCE	\$0	\$21,307	\$49,487	\$87,000	\$50,015	\$30,000	\$80,015	-\$6,985	\$75,000	-\$12,000	\$75,000	
100-9-1560-48456	INSURANCE REIMBURSEMENTS	\$0	\$0	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-9-1560-48890	OTHER MISC REVENUES	\$1,685	\$0	\$1,909	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	<b>REVENUE TOTALS:</b>	<b>\$1,685</b>	<b>\$21,307</b>	<b>\$56,396</b>	<b>\$87,000</b>	<b>\$50,015</b>	<b>\$30,000</b>	<b>\$80,015</b>	<b>-\$6,985</b>	<b>\$75,000</b>	<b>-\$12,000</b>	<b>\$75,000</b>	
100-9-1560-51130	SAL SUPERS/MISC/CLERICAL	\$304,170	\$298,728	\$303,593	\$296,627	\$147,665	\$148,500	\$296,165	-\$462	\$304,587	\$7,960	\$304,587	
100-9-1560-52210	HEALTH & LIFE INSURANCE (INTRA	\$102,188	\$103,032	\$103,915	\$105,768	\$52,361	\$52,884	\$105,245	-\$523	\$107,064	\$1,296	\$107,064	
100-9-1560-52220	SOCIAL SECURITY-EMPLOYER	\$21,890	\$21,411	\$21,691	\$22,692	\$10,541	\$10,750	\$21,291	-\$1,401	\$23,301	\$609	\$23,301	
100-9-1560-52240	WORKERS COMPENSATION	\$5,992	\$8,036	\$7,261	\$7,209	\$3,588	\$3,700	\$7,288	\$79	\$6,305	-\$904	\$6,305	
100-9-1560-52250	WYOMING RETIREMENT	\$46,386	\$37,341	\$36,896	\$37,820	\$18,706	\$19,000	\$37,706	-\$114	\$39,597	\$1,777	\$39,597	
100-9-1560-61408	DRUG TESTING	\$432	\$367	\$0	\$300	\$55	\$92	\$147	-\$153	\$500	\$200	\$500	SLIGHT INCREASE IN TESTING
100-9-1560-65140	TRASH REMOVAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-9-1560-65232	EQUIPMENT REPAIR	\$159	\$213	\$16	\$100	\$0	\$0	\$0	-\$100	\$100	\$0	\$100	REMAINS THE SAME
100-9-1560-65234	SERVICE AGREEMENTS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-9-1560-65237	UNDERGROUND TANKS	\$200	\$200	\$0	\$400	\$0	\$0	\$0	-\$400	\$400	\$0	\$400	REMAINS THE SAME
100-9-1560-65238	COMMUNICATIONS REPAIR	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-9-1560-65458	RENTALS (INTRA)	\$27,888	\$19,926	\$11,063	\$755	\$1,728	-\$728	\$1,000	\$245	\$10,184	\$9,429	\$10,184	NEW TRUCK PURCHASE FOR LANDER
100-9-1560-69110	ADVERTISING-OTHER	\$0	\$0	\$0	\$200	\$0	\$0	\$0	-\$200	\$1,200	\$1,000	\$1,200	POSSIBLE AUCTION FEES
100-9-1560-69214	CONTRACTUAL SERVICES	\$0	\$0	\$0	\$0	\$493	\$1,118	\$1,611	\$1,611	\$0	\$0	\$0	
100-9-1560-69250	DUES, SUBSCRIPTIONS	\$4,672	\$2,908	\$4,328	\$7,650	\$3,373	\$4,000	\$7,373	-\$277	\$8,000	\$350	\$8,000	
100-9-1560-69530	LAUNDRY	\$802	\$839	\$886	\$1,200	\$499	\$600	\$1,099	-\$101	\$1,200	\$0	\$1,200	SHOP RAG LAUNDRY HAS INCREASED
100-9-1560-69550	MISC. SERVICES & CHARGES	\$3,578	\$46	\$16	\$500	\$10	\$90	\$100	-\$400	\$500	\$0	\$500	
100-9-1560-69710	TELEPHONE	\$152	\$778	\$808	\$750	\$445	\$445	\$890	\$140	\$1,000	\$250	\$1,000	INCREASE OF PHONE SERVICE
100-9-1560-69720	TRAINING SEMINARS	\$1,500	\$0	\$0	\$3,500	\$0	\$0	\$0	-\$3,500	\$4,500	\$1,000	\$4,500	SPECIAL TRAINING REQUIRED
100-9-1560-69730	TRAVEL EXPENSE	\$2,113	\$56	\$0	\$2,000	\$0	\$0	\$0	-\$2,000	\$3,000	\$1,000	\$3,000	MORE TRAVEL DAYS EXPECTED
100-9-1560-75210	GENERAL OFFICE SUPPLIES	\$19	\$0	\$13	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-9-1560-75211	PRINTED OFFICE SUPPLIES	\$268	\$67	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-9-1560-75214	POSTAGE	\$32	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-9-1560-75216	COPIER SUPPLIES	\$383	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-9-1560-75224	VEHICLE FUEL	\$5,255	\$5,380	\$4,822	\$5,200	\$1,801	\$1,999	\$3,800	-\$1,400	\$5,200	\$0	\$5,200	
100-9-1560-75225	UNIFORMS	\$491	\$389	\$1,303	\$700	\$505	\$295	\$800	\$100	\$1,000	\$300	\$1,000	EMPLOYEES NEED COVERALLS
100-9-1560-75227	OPERATING SUPPLIES	\$20,205	\$17,720	\$22,073	\$20,000	\$11,628	\$8,000	\$19,628	-\$372	\$23,000	\$3,000	\$23,000	COST OF BUSINESS INCREASES
100-9-1560-75228	COMPUTER SUPPLIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-9-1560-75245	SAFETY DEVICES	\$123	\$105	\$409	\$900	\$47	\$53	\$100	-\$800	\$900	\$0	\$900	REMAINS THE SAME
100-9-1560-75610	EQUIPMENT LESS THAN \$1000	\$3,234	\$5,304	\$5,684	\$5,000	\$4,973	\$1,000	\$5,973	\$973	\$6,000	\$1,000	\$6,000	HAND TOOLS WORN OUT
100-9-1560-75800	FLEET MAINTENANCE & REPAIR	\$187,450	\$168,846	\$207,516	\$250,000	\$138,015	\$111,985	\$250,000	\$0	\$260,000	\$10,000	\$260,000	INCREASE IN PARTS COSTS
100-9-1560-75880	TIRES	\$26,751	\$42,584	\$19,762	\$30,000	\$24,384	\$616	\$25,000	-\$5,000	\$30,000	\$0	\$30,000	REMAINS THE SAME
100-9-1560-78015	LIBRARY	\$4,916	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-9-1560-78085	ROADS - RIVERTON	-\$203	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-9-1560-85003	MACHINERY & EQUIP > 1,000	\$8,297	\$5,568	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-9-1560-85004	VEHICLES >1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-9-1560-85005	OFFICE FURNITURE > 1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
100-9-1560-85006	COMPUTER SOFTWARE > 1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	<b>EXPENDITURE TOTALS:</b>	<b>\$779,344</b>	<b>\$739,846</b>	<b>\$752,054</b>	<b>\$799,271</b>	<b>\$420,817</b>	<b>\$364,398</b>	<b>\$785,216</b>	<b>-\$14,055</b>	<b>\$837,538</b>	<b>\$38,267</b>	<b>\$837,538</b>	

**EXECUTIVE SUMMARY - FYE 2020**

**DEPT:** Vehicle Maintenance

**ACCOUNT NUMBERS:** 100-9-1560

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	FYE 2016 Actual	FYE 2017 Actual	FYE 2018 Actual	FYE 2019 Budget	FYE 2019 Projected Actual	FYE 2019 Projected Diff. from Budget	FYE 2020 Budget Request	Difference from FYE 2019	FYE 2020 Approved Budget
<b>REVENUES:</b>									
Tax Revenue	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Licenses & Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental/Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Charges for Goods & Services	\$0	\$21,307	\$49,487	\$87,000	\$80,015	-\$6,985	\$75,000	-\$12,000	\$75,000
Investment Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Revenue	\$1,685	\$0	\$6,909	\$0	\$0	\$0	\$0	\$0	\$0
Gain (Loss) on Equip Disposal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Other Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES:</b>	<b>\$1,685</b>	<b>\$21,307</b>	<b>\$56,396</b>	<b>\$87,000</b>	<b>\$80,015</b>	<b>-\$6,985</b>	<b>\$75,000</b>	<b>-\$12,000</b>	<b>\$75,000</b>

<b>EXPENDITURES:</b>									
Salaries	\$304,170	\$298,728	\$303,593	\$296,627	\$296,165	-\$462	\$304,587	\$7,960	\$304,587
Employee Benefits	\$176,456	\$169,820	\$169,762	\$173,489	\$171,530	-\$1,959	\$176,267	\$2,778	\$176,267
Property Services	\$28,247	\$20,340	\$11,079	\$1,255	\$1,000	-\$255	\$10,684	\$9,429	\$10,684
Subrecipient Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Services	\$13,249	\$4,994	\$6,038	\$16,100	\$11,220	-\$4,880	\$19,900	\$3,800	\$19,900
Supplies & Materials	\$248,924	\$240,396	\$261,583	\$311,800	\$305,301	-\$6,499	\$326,100	\$14,300	\$326,100
Other Misc	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$8,297	\$5,568	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Principal/Interest	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer to Other Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES:</b>	<b>\$779,344</b>	<b>\$739,846</b>	<b>\$752,054</b>	<b>\$799,271</b>	<b>\$785,216</b>	<b>-\$14,055</b>	<b>\$837,538</b>	<b>\$38,267</b>	<b>\$837,538</b>