

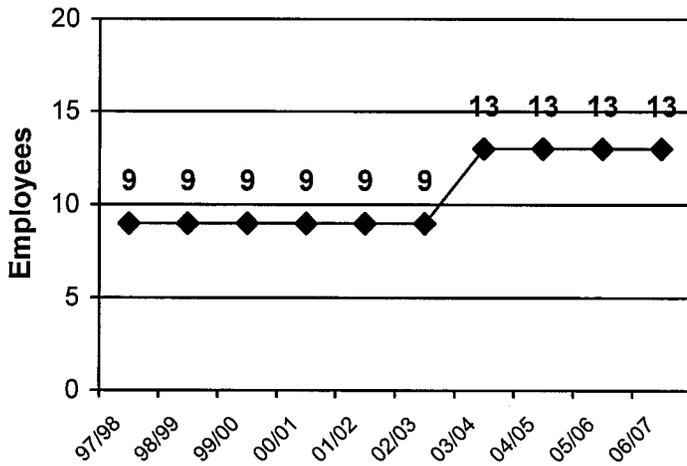
MISSION STATEMENT

Fleet Services shall seek innovative solutions in order to provide safe, dependable transportation to our customers. We will use cost effective fleet strategies and efficient repair and replacement methods.

SCHEDULE 10

OPERATING DETAIL (1)	ACTUAL 2004-05 (2)	ACTUAL 2005-06 (3)	RECOMMENDED ESTIMATES 2006-07 (4)	ADOPTED ESTIMATES 2006-07 (5)
REVENUES:				
OPERATING REVENUES				
Departmental Billings	3,429,733	4,628,415	3,909,287	3,909,287
Fuel Charges (Transit)	304,820	0	416,070	416,070
SLO Education	0	0	13,766	13,766
Pool Car Charges	41,290	0	28,556	28,556
TOTAL OPERATING REVENUES	3,775,843	4,628,415	4,367,679	4,367,679
NONOPERATING REVENUES				
Interest	41,973	84,748	36,292	36,292
Accident Restitution	0	0	21,393	21,393
Gain on Sale of Assets	(15,926)	65,124	45,000	45,000
Other	23,948	29,098	0	0
TOTAL NONOPERATING REVENUES	49,995	178,970	102,685	102,685
TOTAL REVENUES	3,825,838	4,807,385	4,470,364	4,470,364
EXPENSES:				
OPERATING EXPENSES				
Salaries and Benefits	900,369	1,020,825	1,064,030	1,064,030
Services and Supplies	1,863,013	2,291,333	2,096,027	2,096,027
Depreciation	1,053,195	1,127,739	1,158,500	1,158,500
Countywide Overhead Allocation	147,357	186,838	188,060	188,060
TOTAL OPERATING EXPENSES	3,963,934	4,626,735	4,506,617	4,506,617
TOTAL EXPENSES	3,963,934	4,626,735	4,506,617	4,506,617
NET INCOME (LOSS)	(138,096)	180,650	(36,253)	(36,253)
FIXED ASSET EXPENDITURES				
Equipment	849,857	1,187,842	1,123,500	1,123,500
TOTAL FIXED ASSET EXPENDITURES	849,857	1,187,842	1,123,500	1,123,500

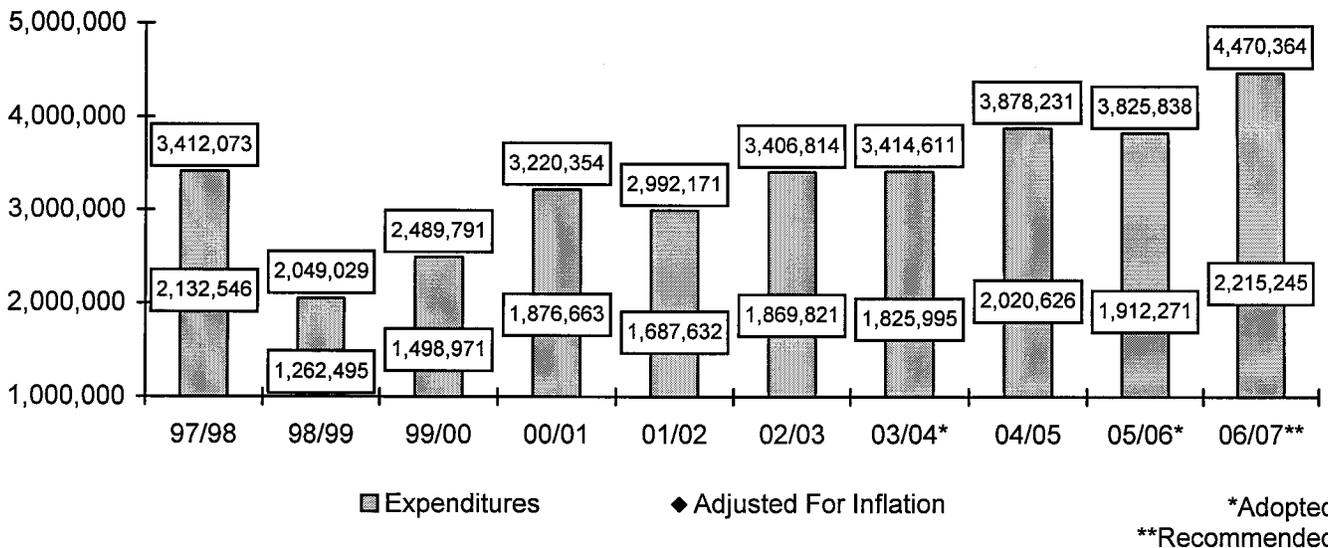
Number of Employees (Full Time Equivalent)



Source of Funds



10 Year Revenues Adjusted For Inflation



SERVICE PROGRAMS

Fleet Services Operations

Operate the County Fleet Services and the centralized motor pool with a fleet of cars, trucks, police vehicles, and equipment (mowers/tractors/trailers) for use by various County departments at the lowest possible maintenance and operating costs.

Total Expenditures: \$4,506,617 Total Staffing (FTE): 13.0

DEPARTMENT COMMENTS

The Fleet Services Division of General Services exists to provide a centralized motor pool with a fleet of cars, trucks and equipment for use by various County departments at the lowest possible maintenance and operating cost.

Examples of results achieved in the past year: FY 2005-06

Customer Service – Fleet Services has a customer satisfaction ratings of 95%. Turn around time for vehicles to be returned to our customers within 24 hours of delivery is being maintained in at least 80% of the time.

Internal Business Processing Improvements – Fleet Services has contracted with a full services auto equipment parts store to be onsite and is now experiencing the first full year of this arrangement. This has greatly helped to maintain low turn around time and simplifies payment of multiple vendors for various parts.

Financial Improvements – Fleet Services continues to offer services at below private market rates, as demonstrated annually through cost comparisons. Fleet Services now has an agreement with the County School Office of Education to service and repair their vehicles. These services bring outside revenue to help defray expenses.

Employee Development – Members of Fleet Services attended the General Services Academy conference hosted by San Luis Obispo General Services Department. They also network with other Fleets and colleagues and share information regarding technological advances, trends, and business practices.

Major Focus for FY 2006-07

Customer Service – Fleet Services will continue to work with other government agencies to service and repair their vehicles in order to enhance revenues and thereby lower the cost to County departments.

Internal Business Processing Improvements – Fleet Services is working on replacing old shadow systems that were used to track vehicle replacements that were written in Lotus 1-2-3 by fully utilizing the Fleet Faster system. We are in the process of developing new reports that will track all vehicle costs.

Financial Improvements – Fleet Services is looking to new markets for the sale of replaced vehicles, including online auctions. This is being coordinated with the General Services Purchasing Division.

Employee Development – Fleet Services will continue sending staff to the General Services Academy conference hosted by San Luis Obispo General Services Department and to network with other Fleets and colleagues and share information regarding technological advances, trends, and business practices

COUNTY ADMINISTRATOR'S COMMENTS AND RECOMMENDATIONS

Fleet Services, a division of the Department of General Services, is an Internal Services Fund (ISF). The ISF charges user departments directly for their services. Salaries and Benefits are recommended to increase overall by 4% or \$44,993 over current year levels primarily due to prevailing wage increases. Services and Supplies expenditures are essentially at status quo with exceptions in the gas and oil (increased by 28%, or \$285,735) and maintenance (increased by 27% or \$115,290) accounts. Approximately 67 replacement vehicles are projected to be purchased in FY 06-07 at a cost of \$1,123,500, an increase of \$127,000.

BOARD ADOPTED CHANGES

The Board directed that a committee of department heads and staff be formed to explore alternatives to reduce the costs of maintaining the County vehicle fleet. Specifically, this Committee would re-evaluate vehicle purchases and use policies so that they reflect a business model that is consistent with the current fuel and vehicle maintenance cost environment. A report back to the Board with recommended strategies and policies is required by the end of the second quarter of fiscal year 06-07.

GOALS AND PERFORMANCE MEASURES

Department Goal: Manage and operate a full-service automotive operation (purchase, maintenance, fueling, and sale) of an extensive fleet to meet the needs of Law Enforcement and other County departments in a cost effective and timely manner.

Communitywide Result Link: A safe and well governed community.

1. Performance Measure: Percentage of vehicles with full-service preventive maintenance completed within 24 hours of delivery of vehicle, if parts are available.

01-02 Actual Results	02-03 Actual Results	03-04 Actual Results	04-05 Actual Results	05-06 Adopted	05-06 Actual Results	06-07 Target
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95% 95% 96% 91% 85% 91% 85%

What: County Fleet Services' policy is to perform preventive maintenance on each vehicle every 4 months or 4,000 miles and for law enforcement vehicles, every 2 months or 5,000 miles.

Why: To minimize costly repairs and enhance productivity for vehicle drivers.

How are we doing? Fleet Services met and exceeded our goal of 85% for vehicles being brought in for full preventative maintenance service. 91% of these vehicles were completed within the same day as they were dropped off for service.

2. Performance Measure: Percentage of service requests (non-preventive maintenance) completed within 24 hours of delivery of vehicle, if parts are available.

01-02 Actual Results	02-03 Actual Results	03-04 Actual Results	04-05 Actual Results	05-06 Adopted	05-06 Actual Results	06-07 Target
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90% 90% 86% 91% 80% 91% 80%

What: County Fleet Services' policy is to perform service requests (non-preventive maintenance) on each vehicle within 24 hours of delivery of vehicle to Fleet Services.

Why: To insure that operating departments have sufficient vehicles to perform their duties.

How are we doing? Fleet Services met and exceeded our goal of 80% of repairs completed within a 24 hour period of being dropped off at our facility. We used to track preventative maintenance turnaround (measure #1), and non-preventative maintenance turnaround (measure #2) separately, but have found it more efficient to combine them. Therefore, 2005-06 actual results are the same percentage for both measures. We propose to combine these two measures into one measure in 2007-08 with a combined target at 85%.

3. Performance Measure: Percentage of survey respondents who rated quality of vehicle maintenance as "satisfied" or "very satisfied".

01-02 Actual Results	02-03 Actual Results	03-04 Actual Results	04-05 Actual Results	05-06 Adopted	05-06 Actual Results	06-07 Target
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80% 99% 98% 98% 95% 99% 95%

What: Annual surveys of vehicle users measure how effective Fleet Services' staff is at maintaining vehicles to their customers' satisfaction.

Why: To insure satisfied customers and meet their vehicle needs.

How are we doing? Fleet Services places a survey in every vehicle that is returned to the customer after service. Surveys are compiled all year long. For FY 2005-06, Fleet Services has received a 99% satisfied to very satisfied.

4. Performance Measure: Cost per brake service compared to a private vendor.

01-02 Actual Results	02-03 Actual Results	03-04 Actual Results	04-05 Actual Results	05-06 Adopted	05-06 Actual Results	06-07 Target
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New Measure	\$456.79 Fleet Svs / \$922.29 private vendor	\$547.62 Fleet Svs /\$922.29 private vendor	\$603.06 Fleet Svs / \$1,155.41 private vendor	\$560.50 Fleet Svs/ \$968.40 Private vendor	\$577.89 Fleet Svs/ \$949.70 Private vendor	\$585.83 Fleet Svs/ \$949.70 Private vendor
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What: This measure shows the labor costs incurred by Fleet Services to carry out a routine front and rear brake replacement compared to a local private vendor's labor costs for a like model vehicle.

Why: This measure helps to demonstrate Fleet Services' cost competitiveness.

How are we doing? Fleet Services is currently performing the complete brake job for \$577.89 and the local vendor supplied a quote of \$949.70 at the beginning of the fiscal year, which established the 2005-06 actuals, and the 2006-07 target. We meet our projected goal for 2005/06 and hope to continue this trend in 2006/07 if automotive repair parts pricing remains stable.