

Surplus Property and Storage Operations

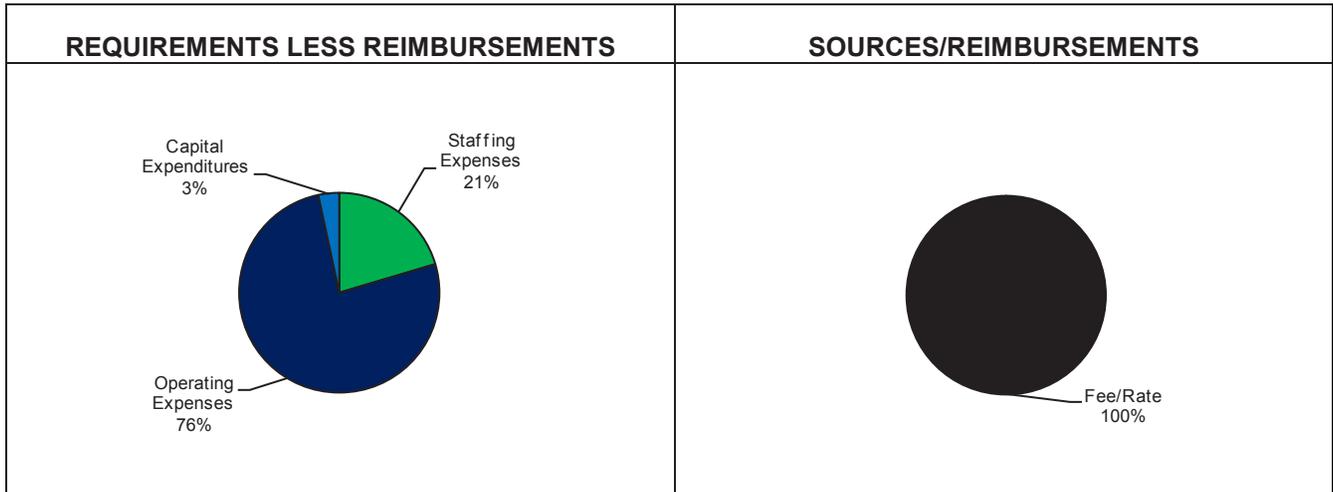
DESCRIPTION OF MAJOR SERVICES

Surplus Property and Storage Operations manage County storage and excess property, internally reallocating used items to departments, distributing equipment to approved community-based organizations, and contracting with auctioneers and recyclers. Detailed reporting is required under County policy and state law.

Budget at a Glance	
Requirements Less Reimbursements	\$1,187,445
Sources/Reimbursements	\$1,223,146
Use of / (Contribution To) Net Position**	(\$35,701)
Total Staff	4

As an Internal Service Fund (ISF) of the Purchasing Department, operational costs of this program are managed through a 0.75% rate assessed on purchases of commodities frequently received at Surplus Property and by user rates for Storage Operations. Unrestricted net assets available at the end of a fiscal year are carried over for working capital or equipment replacement. Any excess or shortage in fund balance is reviewed and incorporated into the rate structure for the following fiscal year.

2015-16 ADOPTED BUDGET



** Contribution to Net Position appears as a negative number and increases Estimated Net Position Available.



ANALYSIS OF 2015-16 ADOPTED BUDGET

GROUP: Administration
DEPARTMENT: Purchasing
FUND: Surplus

BUDGET UNIT: IAV-PUR
FUNCTION: General
ACTIVITY: Other General

	2011-12 Actual	2012-13 Actual	2013-14 Actual	2014-15 Actual	2014-15 Final Budget	2015-16 Adopted Budget	Change From 2014-15 Final Budget
Requirements							
Staffing Expenses	107,185	111,815	127,702	140,812	181,760	241,957	60,197
Operating Expenses	244,292	242,209	230,052	350,366	401,244	905,488	504,244
Capital Expenditures	0	0	0	78,695	90,000	40,000	(50,000)
Total Exp Authority	351,477	354,024	357,754	569,873	673,004	1,187,445	514,441
Reimbursements	0	0	0	0	0	0	0
Total Appropriation	351,477	354,024	357,754	569,873	673,004	1,187,445	514,441
Operating Transfers Out	0	0	0	0	0	0	0
Total Requirements	351,477	354,024	357,754	569,873	673,004	1,187,445	514,441
Sources							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	0	0	0	0
Fee/Rate	332,147	352,031	483,032	536,840	555,630	1,222,900	667,270
Other Revenue	0	15,120	396	3,534	246	246	0
Total Revenue	332,147	367,151	483,428	540,374	555,876	1,223,146	667,270
Operating Transfers In	0	0	0	0	75,000	0	(75,000)
Total Financing Sources	332,147	367,151	483,428	540,374	630,876	1,223,146	592,270
Net Position							
Use of/ (Contribution to) Net Position	19,330	(13,127)	(125,674)	29,499	42,128	(35,701)	(77,829)
Est. Net Position Available**					181,375	229,705	48,330
Total Net Position					223,503	194,004	(29,499)
Budgeted Staffing*	2	2	2	3	3	4	1

*Data represents final budgeted staffing

**Contribution to Net Position appears as a negative number and increases Estimated Net Position available

MAJOR EXPENDITURES AND REVENUE IN 2015-16 ADOPTED BUDGET

Requirements of \$1.2 million consist primarily of operating expenses which include rents and leases, non-inventoriable equipment, COWCAP, insurance charges, facilities charges, professional services, and a Salary & Benefit transfer out to fund administrative support provided by staff in the Purchasing Department's general fund budget unit.

Sources of \$1.2 million include auction revenue, revenue from the storage and surplus handling rates, and proceeds from recycling with outside vendors.

BUDGET CHANGES AND OPERATIONAL IMPACT

Requirements are increasing by \$514,441 which includes increases in staffing expenses due to the addition of a new Automated Systems Technician position, increased operating expenses and retro-fitting the existing warehouse facility.

Sources are increasing by \$592,270 due to a recommended increase in the surplus handling rate which is assessed on encumbrances of commodities which are most frequently received at the Surplus Division for processing. This increase will allow the department to fund an additional position as well as retro-fit the existing warehouse facility and fund lease cost for additional warehouse space.

ANALYSIS OF NET POSITION

A contribution to net position of \$35,701 in 2015-16 reflects increased rates. Net position will be used to fund future capital asset replacement.



2015-16 POSITION SUMMARY*

Division	2014-15 Final Staffing	Adds	Deletes	Re-Orgs	2015-16 Adopted	Limited	Regular
Surplus Property and Storage	3	1	0	0	4	0	4
Total	3	1	0	0	4	0	4

*Detailed classification listing available in Appendix D

STAFFING CHANGES AND OPERATIONAL IMPACT

Staffing expenses of \$241,957 fund 4 budgeted regular positions. This includes the addition of (1) Automated Systems Technician position.

