

FISCAL YEAR 2011 BUDGET

Fund Summary

Fund Name : Fleet Management Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1005 / 2000

	<u>FY2010 Current Budget</u>	<u>FY2010 Estimate</u>	<u>FY2011 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	<u>24,649,082</u>	<u>24,649,082</u>	<u>25,821,921</u>
Total Available Resources	<u>24,649,082</u>	<u>24,649,082</u>	<u>25,821,921</u>
Maintenance and Operations	24,514,082	24,649,082	25,821,921
Debt Service	135,000	0	0
Total Expenditures	<u>24,649,082</u>	<u>24,649,082</u>	<u>25,821,921</u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u>24,649,082</u>	<u>24,649,082</u>	<u>25,821,921</u>

The above summarizes the FY2010 Budget, the FY2010 Estimate, and the FY2011 Budget for the Fleet Maintenance Fund. Also included are the beginning and ending fund balances, total available resources and total expenditures.

The Fleet Maintenance Branch of the Department of Public Works & Engineering coordinates the maintenance operation for a mixed fleet of 4,600 units (e.g., automotive, trucks, commercial construction equipment, and ancillary equipment). The Branch maintains vehicles and equipment for all or part of seventeen city departments. The budget provides funding for maintenance activities performed at eight maintenance shops. All services are billed to customer organizations via the M5 Fleet Management System.

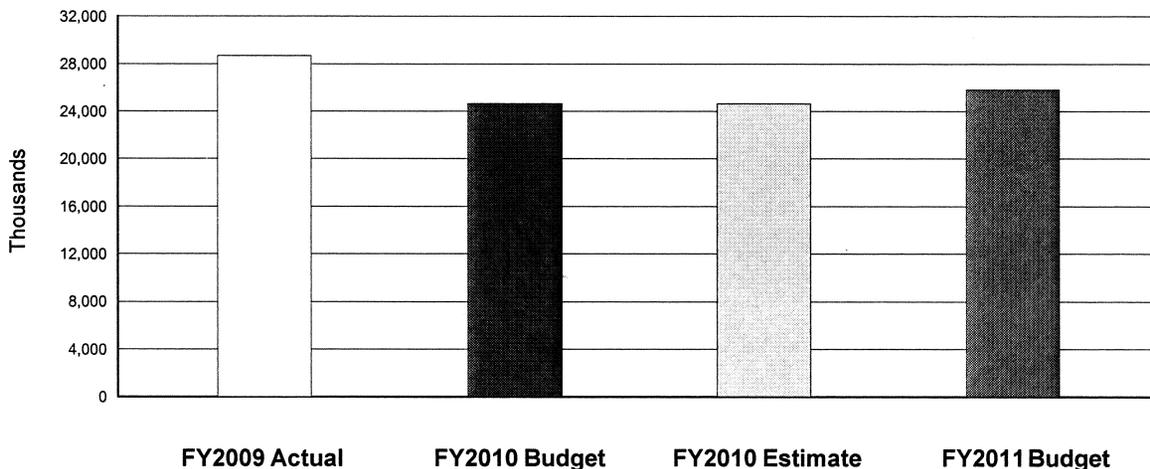
The primary areas of focus for the Fleet Maintenance Branch are:

- o Promote safety in the workplace.
- o Improve efficiency by aggressively promoting automotive certifications and training for technical support personnel.
- o Seek areas to competitively bid services and outsource work.
- o Modify services to better achieve customer's current requirements and long-term goals.
- o Improve methods and quality of data entry to the M5 Fleet Management System.
- o Constantly strive to be as cost effective as possible while maintaining the highest levels of service.

FISCAL YEAR 2011 BUDGET

Business Area Budget Summary					
Fund Name : Fleet Management Fund					
Business Area Name : Public Works & Engineering					
Fund No./Bus. Area No. : 1005 / 2000					
		FY2009 Actual	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
Expenditures	Personnel Services	7,909,613	7,034,521	6,842,673	7,181,532
	Supplies	17,682,065	13,430,105	14,105,791	14,789,200
	Other Services and Charges	3,064,345	4,049,456	3,700,618	3,815,890
	Equipment	17,138	0	0	0
	Non-Capital Equipment	18,101	0	0	35,299
	Total M & O Expenditures	28,691,262	24,514,082	24,649,082	25,821,921
	Debt Service & Other Uses	6,536	135,000	0	0
Total Expenditures	28,697,798	24,649,082	24,649,082	25,821,921	
Revenues		28,697,798	24,649,082	24,649,082	25,821,921
Staffing	Full-Time Equivalents - Civilian	122.4	96.9	94.3	96.9
	Full-Time Equivalents - Classified	0.0	0.0	0.0	0.0
	Full-Time Equivalents - Cadets	0.0	0.0	0.0	0.0
	Total	122.4	96.9	94.3	96.9
	Full-Time Equivalents - Overtime	11.1	11.3	8.0	8.5
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> o Finalizing the upgrades of three fleet facilities at 100 Japhet, 5500 McCarty, and 1700 E. Crosstimbers to replace the Gillette Fleet Maintenance Facility. o Enhance the level of preventive maintenance (PM) by re-establishing regular meetings with vehicle coordinators (17 departments) to review PM reports, schedule PM, and provide operational suggestions for improvement. o Improve effectiveness of operation by updating diagnostic equipment and provide mechanic training. Meet with departmental vehicle coordinators to evaluate individual department equipment needs. o The billable labor rate is \$66.41 (an increase of \$1.50 from FY2010). o The FY2011 Budget provides funding for the HOPE 3% increase (\$132,060) and 1.25% Pay for Performance increase (\$64,942). 				

**Fleet Management Fund
Public Works & Engineering
Expenditure Summary**



Business Area Cost Center Summary	
<p>Fund Name : Fleet Management Fund Business Area Name : Public Works & Engineering Fund No./Bus Area No. : 1005 / 2000</p>	
Cost Center Description	Cost Center Objectives
<p>PWE - Fleet Maintenance Administration 2000010014 Provide management, administrative support, and data entry for maintenance operations.</p>	<p>Effectively support the fleet operation.</p>
<p>PWE - Fleet Maintenance Direct 2000010015 Provide vehicle and equipment repair and preventive maintenance in support of the Public Works Department. In addition, maintain vehicles for 17 user departments. Service, maintain and repair vehicles for customers in a timely and professional manner.</p>	

FISCAL YEAR 2011 BUDGET

Business Area Cost Center Summary

Fund Name : Fleet Management Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1005 / 2000

Performance Measures	FY2009 Actual		FY2010 Estimate		FY2011 Budget	
	Activities	FTEs	Costs \$	Activities	FTEs	Costs \$
Fleet operations supported		100%			100%	
		47.3	3,271,683	29.8	2,613,021	31.3 2,829,789
Vehicle availability rate		95.0%		95.0%	95.0%	
Lubes performed		6,000		6,000	6,000	
Average repair time (Days)		3.5		3.0	3.0	
Labor hours billed		110,000		103,400	100,298	
Direct labor product rate		71.0%		71.0%	71.0%	
		75.1	25,426,115	64.5	22,036,061	65.6 22,992,132
Total		<u>122.4</u>	<u>28,697,798</u>	<u>94.3</u>	<u>24,649,082</u>	<u>96.9</u> <u>25,821,921</u>

FISCAL YEAR 2011 BUDGET

Business Area Roster Summary

Fund Name : Fleet Management Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1005 / 2000

Job Description	Pay Grade	FY2010 Current Budget FTE	FY2011 Budget FTE	Change
ADMINISTRATIVE AIDE	10	1.0	1.0	
ADMINISTRATIVE ASSISTANT	17	0.0	2.0	2.0
ADMINISTRATIVE SUPERVISOR	22	1.0	1.0	
ASSISTANT DIRECTOR (EXE LEV)	32	1.0	1.0	
AUTOMOTIVE SERVICE WRITER	15	1.0	1.0	
DIVISION MANAGER	29	1.0	1.0	
EQUIPMENT WORKER	13	1.0	1.0	
MECHANIC I	11	9.0	8.0	(1.0)
MECHANIC II	15	17.0	16.0	(1.0)
MECHANIC III	19	45.0	47.0	2.0
OFFICE SUPERVISOR	17	2.0	0.0	(2.0)
PROCUREMENT SPECIALIST	24	3.0	3.0	
SENIOR INVENTORY MANAGEMENT CLERK	12	2.0	2.0	
SENIOR PROCUREMENT SPECIALIST	27	1.0	1.0	
SHOP MANAGER	23	11.0	10.0	(1.0)
STAFF ANALYST	26	1.0	1.0	
SUPERINTENDENT	24	1.0	2.0	1.0
SYSTEMS ACCOUNTANT III	27	1.0	1.0	
Total FTEs		99.0	99.0	0.0
Less adjustment for Civilian Vacancy Factor		2.1	2.1	0.0
Full-Time Equivalent		96.9	96.9	0.0

FISCAL YEAR 2011 BUDGET

Business Area Revenue Summary

Fund Name : Fleet Management Fund
Business Area Name : Public Works & Engineering
Fund No./Bus Area No. : 1005 / 2000

Commit Item	Description	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
2000010015	PWE - Fleet Maintenance Direct			
424120	Interfund Vehicle Fuel	9,765,000	9,464,285	8,786,564
424130	Interfund Vehicle Repair	8,172,163	8,397,590	10,334,474
432010	Interest on Pooled Investments	0	45,291	40,000
452020	Recoveries & Refunds	0	3,260	0
457040	Interfund Fleet Maintenance	6,711,919	6,738,656	6,660,883
Total	PWE - Fleet Maintenance Direct	24,649,082	24,649,082	25,821,921
Total	Public Works & Engineering	24,649,082	24,649,082	25,821,921

FISCAL YEAR 2011 BUDGET

Business Area Expenditure Summary

Fund Name : Fleet Management Fund
Business Area Name : Public Works & Engineering
Fund No./Bus. Area No. : 1005 / 2000

Commit Item	Description	FY2009 Actual	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
500010	Salary Base Pay - Civilian	4,841,494	4,235,742	4,073,524	4,205,989
500030	Salary Part Time - Civilian	9,101	0	152	0
500060	Overtime - Civilian	612,676	453,467	398,467	492,399
500090	Premium Pay - Civilian	2,131	10,014	10,014	10,000
500210	Pay for Performance-Municipal	4,000	3,338	3,338	3,364
500250	HOPE UNION BUSINESS USAGE	1,470	1,043	1,043	1,051
501070	Pension - Civilian	683,938	624,289	570,183	609,881
501120	Termination Pay - Civilian	64,547	166,910	166,910	126,129
502010	FICA - Civilian	399,806	360,032	355,654	359,718
503010	Health Ins-Act Civilian	861,767	760,268	728,750	793,131
503015	Basic Life Insurance - Active Civilian	6,782	2,303	2,303	2,493
503050	Health/Life Insurance - Retiree Civilian	356,153	275,400	390,620	403,617
503060	Long Term Disability-Civilian	(986)	8,253	8,253	8,237
503090	Workers Compensation-Civilian-Admin	17,700	20,385	20,385	20,349
503100	Workers Compensation-Civilian-Claim	48,624	104,319	104,319	71,474
504020	Compensation Contingency	0	0	0	64,942
504030	Unemployment Claims	410	8,758	8,758	8,758
Total	Personnel Services	7,909,613	7,034,521	6,842,673	7,181,532
511010	Chemical Gases & Special Fluids	6,781	5,900	5,900	6,700
511015	Cleaning & Sanitary Supplies	14,913	23,000	13,000	22,000
511020	Construction Materials	462	13,300	13,300	12,800
511025	Electrical Hardware & Parts	4,820	13,100	13,100	9,000
511030	Mechanical Hardware & Parts	86	3,600	3,600	3,500
511035	Meters Hydrants & Plumbing Supplies	2,300	700	700	2,900
511040	Audiovisual Supplies	0	400	400	400
511045	Computer Supplies	3,644	34,000	24,000	32,500
511050	Paper & Printing Supplies	6,208	7,000	7,000	6,500
511055	Publications & Printed Materials	1,971	3,500	3,500	2,100
511060	Postage	76	200	200	100
511070	Miscellaneous Office Supplies	20,309	32,000	22,000	21,200
511085	Drugs & Medical Chemicals	0	400	400	0
511090	Medical & Surgical Supplies	2,951	2,100	2,100	4,200
511095	Small Technical & Scientific Equipment	5,823	5,500	5,500	6,000
511110	Fuel	11,082,234	7,676,405	8,142,091	8,142,000
511115	Vehicle Repair & Maintenance Supplies	6,439,850	5,500,000	5,750,000	6,400,000
511120	Clothing	23,275	18,500	18,280	19,300
511125	Food Supplies	20,246	4,400	5,000	4,000
511130	Weapons Munitions & Supplies	66	200	200	0
511140	Landscaping & Gardening Supplies	0	300	300	0
511145	Small Tools & Minor Equipment	41,932	35,300	35,300	44,000
511150	Miscellaneous Parts & Supplies	4,118	50,300	39,920	50,000
Total	Supplies	17,682,065	13,430,105	14,105,791	14,789,200
520100	Temporary Personnel Services	69,920	10,000	10,000	10,000
520101	Janitorial Services	41,256	48,000	48,000	48,000
520102	Security Services	139,602	139,000	117,500	139,000
520107	Computer Info/Contr	0	45,800	45,800	0
520109	Medical Dental & Laboratory Services	3,677	5,100	5,100	3,900
520110	Management Consulting Services	918	0	0	900
520114	Miscellaneous Support Services	0	500	500	0
520115	Real Estate Lease/Office Rental	42,113	44,000	44,000	55,000
520118	Refuse Disposal	12,502	35,500	35,500	15,500
520119	Computer Equipment/Software Maintenance	0	3,000	3,000	0

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Business Area Expenditure Summary

Fund Name : Fleet Management Fund
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Fund No./Bus. Area No. : 1005 / 2000

Commit Item	Description	FY2009 Actual	FY2010 Current Budget	FY2010 Estimate	FY2011 Budget
520121	IT Application Svcs	7,504	10,000	6,620	6,800
520122	Office Equipment Services	60	3,000	3,000	0
520123	Vehicle & Motor Equipment Services	2,289,735	3,100,000	2,801,437	2,946,400
520124	Other Equipment Services	47,027	71,000	71,000	36,700
520126	Construction Site Work Services	3,040	0	1,757	4,800
520515	Print Shop Services	7,784	10,500	10,500	9,400
520520	Printing & Reproduction Services	0	700	700	0
520765	Membership & Professional Fees	3,022	11,000	11,000	2,800
520805	Education & Training	13,849	16,400	16,400	28,800
520815	Tuition Reimbursement	8,289	16,000	16,000	0
520905	Travel - Training Related	5,144	13,000	13,000	11,900
520910	Travel - Non-Training Related	0	1,500	1,500	0
521405	Building Maintenance Services	147,113	157,000	157,000	151,200
521410	Sewer Services	2,914	10,000	10,000	6,200
521505	Electricity	144,748	159,156	137,745	208,600
521510	Natural Gas	11,170	26,000	26,000	16,200
521605	Data Services	27,256	27,000	26,615	27,280
521610	Voice Services	10,655	11,500	10,260	10,500
521620	Voice Equipment	665	3,900	641	700
521625	Voice Labor	3	600	0	0
521630	GIS Revolving Fund Services	0	0	0	18,500
521705	Vehicle/Equipment Rental/Lease	0	7,000	7,000	400
521715	Office Equipment Rental	6,922	9,000	9,000	6,000
521725	Other Rental	0	5,000	5,000	0
521730	Parking Space Rental	6,778	1,500	3,000	6,800
521905	Legal Services	210	800	800	200
521910	Legal Svcs - Crt Rep	215	0	0	200
522205	Metro Commuter Passes	1,191	2,000	2,000	4,000
522430	Miscellaneous Other Services & Charges	5,344	31,000	29,243	15,500
522715	Interfund Electrical Maintenance	0	10,000	10,000	0
522720	Interfund Payroll Services	0	0	0	20,010
522735	Interfund Communication Equipment Repair	3,719	4,000	4,000	3,700
Total	Other Services and Charges	3,064,345	4,049,456	3,700,618	3,815,890
560210	Furniture Fixtures and Equipment	17,218	0	0	0
560220	Vehicles	(80)	0	0	0
Total	Equipment	17,138	0	0	0
551015	Non-Capital Computer Equipment	0	0	0	17,299
551020	Non-Capital Communication Equipment	0	0	0	18,000
551030	Non-Capital Machinery & Equipment	18,101	0	0	0
Total	Non-Capital Equipment	18,101	0	0	35,299
531040	Other Principal Retirement	6,536	0	0	0
532055	Transfers to Certification of Obligation	0	135,000	0	0
Total	Debt Service and Other Uses	6,536	135,000	0	0
Grand Total Expenditures		28,697,798	24,649,082	24,649,082	25,821,921