

FISCAL YEAR 2018 BUDGET

Fund Summary

Fund Name : Fleet Management Fund
Business Area : Fleet Management Department
Fund No./Bus. Area No. : 1005 / 6700

	FY2017 Current Budget	FY2017 Estimate	FY2018 Budget
Beginning Fund Balance	0	0	0
Current Revenues	89,177,277	82,368,020	83,963,921
Total Available Resources	89,177,277	82,368,020	83,963,921
Maintenance and Operations	89,177,277	82,368,020	83,963,921
Total Expenditures	89,177,277	82,368,020	83,963,921
Planned Ending Fund Balance	0	0	0
Total Budget	89,177,277	82,368,020	83,963,921

Fund Balance Distribution

Non-Spendable	0	0	0
Restricted	0	0	0
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0

The above summarizes the FY2017 Budget, FY2017 Estimate and the FY2018 Budget for the Fleet Management Fund. Also included are the beginning and ending fund balances, total revenues, and total expenditures.

The Fleet Management Department (FMD) provides repair, maintenance, and administrative support to all city departments' rolling stock equipment. In conjunction with these functions, it also manages and operates the city owned fuel sites. Commencing with its formation in 2011, the FMD has gradually consolidated the various independently controlled maintenance and repair locations into the one umbrella operation concluding with the addition of the Public Works maintenance operation in January, 2014.

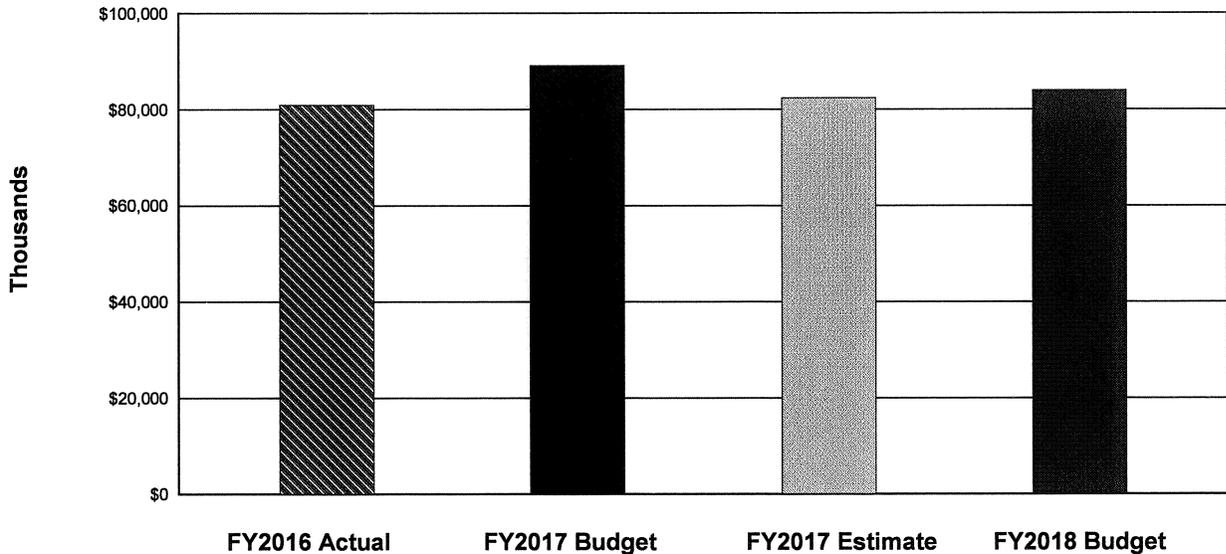
FISCAL YEAR 2018 BUDGET

Business Area Budget Summary

Fund Name : Fleet Management Fund
Business Area : Fleet Management Department
Fund No. /Bus. Area No. : 1005 / 6700

		FY2016 Actual	FY2017 Current Budget	FY2017 Estimate	FY2018 Budget
Expenditures	Personnel Services	27,924,194	30,474,401	29,801,121	31,107,409
	Supplies	40,502,709	48,116,372	41,980,395	41,960,123
	Other Services and Charges	12,495,941	10,540,822	10,540,822	10,886,389
	Equipment	33,695	45,682	45,682	10,000
	Non-Capital Equipment	(820)	0	0	0
	Total M & O Expenditures	<u>80,955,719</u>	<u>89,177,277</u>	<u>82,368,020</u>	<u>83,963,921</u>
	Debt Service & Other Uses	0	0	0	0
Total Expenditure	<u>80,955,719</u>	<u>89,177,277</u>	<u>82,368,020</u>	<u>83,963,921</u>	
Revenues		80,955,719	89,177,277	82,368,020	83,963,921
Staffing	Full-Time Equivalents - Civilian	348.8	387.2	380.8	387.2
	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	<u>348.8</u>	<u>387.2</u>	<u>380.8</u>	<u>387.2</u>
	Full-Time Equivalents - Overtime	22.4	18.9	18.9	26.7
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> o The FY2018 Budget provides funding for health benefits, pension contribution and municipal employees contractual pay increases. o The FY2018 Budget provides continued Fleet Management support to departments citywide. o The FY2018 Budget includes funding for the insourcing of parts management. 				

**Fleet Management Fund
Fleet Management Department
Expenditure Summary**



FISCAL YEAR 2018 BUDGET

Business Area Performance Measures				
Fund Name : Fleet Management Fund				
Business Area : Fleet Management Department				
Fund No. /Bus. Area No. : 1005 / 6700				
Performance Measures	FY2016 Actual	FY2017 Budget	FY2017 Estimate	FY2018 Budget
Annual Fuel Consumption (gallons in thousands)	10,376	10,414	10,312	10,370
Average Age of Fleet	8.6	7.0	8.6	7.0
Average Repair Cost per Vehicle	\$339	\$411	\$376	\$411
Fleet Share Vehicle Utilization	59%	60%	55%	60%
Maintain Critical Operational Readiness	94%	90%	95%	90%
On-road Preventative Maintenance within 90 Days	84%	90%	98%	90%
Vehicles in the City's Fleet	11,695	11,900	12,002	11,900
Expenditures Adopted Budget vs Actual Utilization	82%	100%	92%	100%
Revenues Adopted Budget vs Actual Utilization	82%	100%	92%	100%

FISCAL YEAR 2018 BUDGET

Division Summary							
Fund Name : Fleet Management Fund							
Business Area : Fleet Management Department							
Fund No. /Bus Area No. : 1005 / 6700							
Division Description	FY2016 Actual		FY2017 Estimate		FY2018 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
FMD - Director's Office 670001 Provides overall leadership and management of the department. Instrumental in the overall success of the department by providing guidance on administrative, financial, and operational issues including the long-term vision for the City's overall fleet. Provides department communication to the Mayor's office, Council Members, City Departments, and the public.	6.2	6,040,050	7.5	3,906,768	6.0	4,104,319	
FMD - Fleet Operations 670002 The Fleet Operations Division is responsible for management and leadership of mechanics, shop managers, and other field personnel. The Fleet Maintenance Division works with customer departments to meet vehicle and equipment readiness requirements and perform maintenance/repairs of vehicles and equipment used by City of Houston departments.	3.6	26,494,279	2.0	6,333,827	2.0	6,238,514	
FMD - Fuel Management 670003 The Fuel Division is responsible for acquisition of unleaded, diesel, and jet fuel for citywide use. Manages deliveries of fuel to city sites and conducts daily fuel site inspections to meet local, state, and federal reporting requirements. Repairs, monitors, and maintains fuel sites. Oversees the City of Houston's fuel card program.	9.8	19,578,944	10.0	21,231,180	10.0	23,352,826	
FMD - Asset Management 670004 The Asset Management Division is responsible for licensing, titling, and inspecting all city vehicles upon receipt. Manages fixed assets for the department including shop equipment, computers, and furniture. Maintains fixed asset management for all city vehicles and end of life disposal of vehicle assets.	7.0	723,497	6.7	584,649	6.0	643,531	
FMD - Parts 670005 The Parts Division is responsible for oversight, management, distribution, and auditing of the parts supply. Manages outside vendor repairs and payment. Sets up vendor contracts and audits vendor contract compliance.	9.7	2,160,889	47.0	24,261,678	48.1	22,290,635	
FMD - Fleet Share 670006 The FleetShare Division is responsible for management and oversight of the City's online, shared motor-pool for all City Departments throughout the City. This includes analyzing vehicle utilization, managing vehicle maintenance and cleaning, parking, training, onboarding new users, and customer service.	0.0	0	0.0	0	4.0	704,599	

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Division Description	FY2016 Actual		FY2017 Estimate		FY2018 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
FMD - HPD Maintenance 670021 The Houston Police Department (HPD) Maintenance Division is responsible for maintenance and vehicle repair for HPD vehicles. Provides equipment readiness requirements and daily visibility of HPD Fleet readiness.	57.2	4,613,027	59.0	4,545,526	59.0	4,834,204
FMD - SWD Maintenance 670022 The Solid Waste Maintenance Division is responsible for maintenance and vehicle repair for Solid Waste vehicles. Provides equipment readiness requirements for Solid Waste and daily visibility of Solid Waste Fleet readiness.	75.4	6,042,446	76.4	6,381,431	76.8	6,154,214
FMD - PRD/Body Maintenance 670023 The Parks & Recreation Department (PRD) Body Shop and the Houston Airport System (HAS) Maintenance Division are responsible for maintenance and vehicle repair for PRD and HAS vehicles. Provides equipment readiness requirements and daily visibility of Fleet readiness. The body shops provide paint and body work repair for all City of Houston departments.	55.2	4,595,297	61.1	5,135,605	61.3	5,208,580
FMD - HFD Maintenance 670024 The Houston Fire Department (HFD) Maintenance Division is responsible for maintenance and vehicle repair for HFD vehicles. Provides equipment readiness requirements for HFD and daily visibility of HFD Fleet readiness.	43.1	3,824,279	41.4	3,582,900	42.0	3,741,579
FMD - PWE Fleet 670025 The Public Works and Engineering Division (PWE) is responsible for maintenance and vehicle repair for PWE vehicles. Provides equipment readiness requirements for PWE and daily visibility of PWE Fleet readiness.	81.6	6,883,011	69.7	6,404,456	72.0	6,690,920
Total	348.8	80,955,719	380.8	82,368,020	387.2	83,963,921

FISCAL YEAR 2018 BUDGET

Business Area Revenues Summary

Fund Name : Fleet Management Fund
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Category	FY2016 Actual	FY2017 Current Budget	FY2017 Estimate	FY2018 Budget
Intergovernmental	0	50,000	50,000	50,000
Direct Interfund Services	80,945,414	89,127,277	82,318,020	83,913,921
Miscellaneous/Other	10,305	0	0	0
Grand Total Revenues	<u><u>80,955,719</u></u>	<u><u>89,177,277</u></u>	<u><u>82,368,020</u></u>	<u><u>83,963,921</u></u>