

FISCAL YEAR 2020 BUDGET

Fund Summary

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

	<u>FY2019 Current Budget</u>	<u>FY2019 Estimate</u>	<u>FY2020 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	86,624,849	86,624,849	89,840,203
Total Available Resources	<u>86,624,849</u>	<u>86,624,849</u>	<u>89,840,203</u>
Maintenance and Operations	86,624,849	86,624,849	89,840,203
Total Expenditures	<u>86,624,849</u>	<u>86,624,849</u>	<u>89,840,203</u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>86,624,849</u></u>	<u><u>86,624,849</u></u>	<u><u>89,840,203</u></u>
<u>Fund Balance Distribution</u>			
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 FY2019 Budget, FY2019 Estimate and the FY2020 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 for 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 Houston Public Works maintenance operation in January 2014.

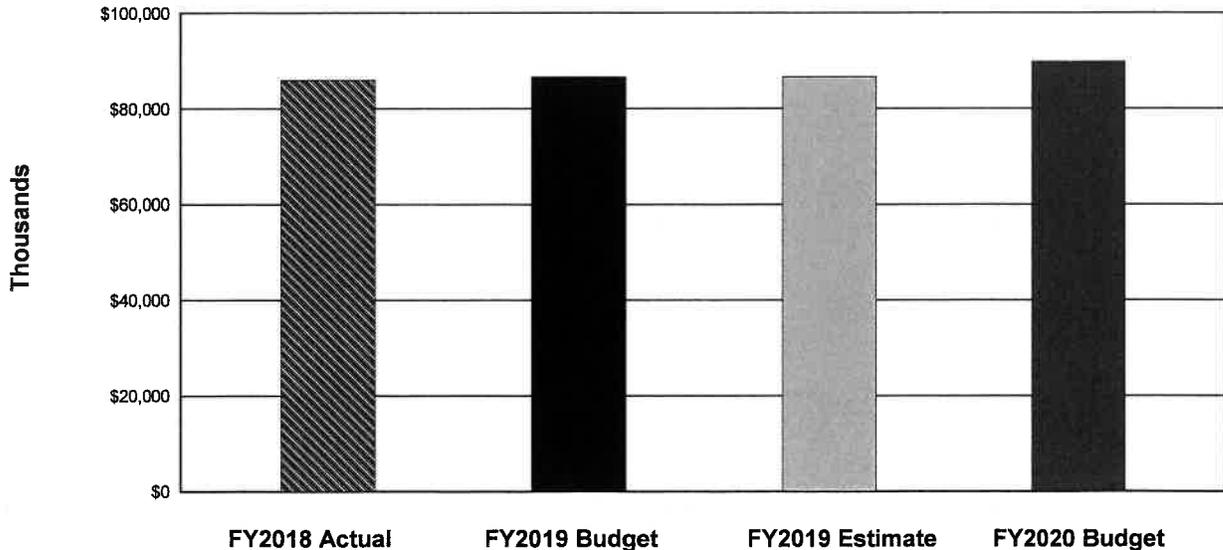
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Business Area Budget Summary

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

		FY2018 Actual	FY2019 Current Budget	FY2019 Estimate	FY2020 Budget
Expenditures	Personnel Services	31,359,188	31,884,079	32,525,230	33,401,157
	Supplies	42,791,260	41,657,477	41,657,477	43,594,931
	Other Services and Charges	11,753,970	13,083,293	12,442,142	12,834,065
	Equipment	26,865	0	0	10,050
	Non-Capital Equipment	856	0	0	0
	Total M & O Expenditures	85,932,139	86,624,849	86,624,849	89,840,203
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	85,932,139	86,624,849	86,624,849	89,840,203
Revenues		85,932,139	86,624,849	86,624,849	89,840,203
Staffing	Full-Time Equivalents - Civilian	366.3	387.3	366.0	383.4
	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	366.3	387.3	366.0	383.4
	Full-Time Equivalents - Overtime	40.6	35.3	42.7	40.1
Significant Budget Changes and Highlights	o The FY2020 Budget provides funding for health benefits, pension contributions, and municipal employees contractual pay increases.				
	o The FY2020 Budget provides continued Fleet Management support to departments citywide.				
	o The FY2020 Budget includes additional funding for fuel and material cost increases.				

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



FISCAL YEAR 2020 BUDGET

Business Area Performance Measures

Fund Name : Fleet Management Fund
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Performance Measures	FY2018 Actual	FY2019 Budget	FY2019 Estimate	FY2020 Budget
Annual Fuel Consumption (gallons in thousands)	10,364	10,239	10,201	10,249
Average Age of Fleet	8.7	7	8	7.5
Average Repair Cost per Vehicle	\$339	\$411	\$393	\$407
FleetShare Vehicle Utilization	59%	55%	55%	55%
Maintain Critical Operational Readiness	93%	90%	93%	90%
On-road Preventative Maintenance within 90 Days	100%	90%	100%	90%
Vehicles in the City's Fleet	12,380	11,900	12,300	11,900
Expenditures Adopted Budget vs Actual Utilization	102%	100%	101%	100%
Revenues Adopted Budget vs Actual Utilization	102%	100%	101%	100%

FISCAL YEAR 2020 BUDGET

Division Summary							
Fund Name : Fleet Management Fund							
Business Area : Fleet Management Department							
Fund No. /Bus Area No. : 1005 / 6700							
Division Description	FY2018 Actual		FY2019 Estimate		FY2020 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.	4.7	4,230,534	5.0	4,220,030	4.0	4,823,461	
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.	3.1	7,478,891	3.0	8,735,414	1.0	8,143,945	
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.	10.9	22,790,418	11.0	23,522,367	11.0	25,403,282	
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.	5.5	761,008	6.0	766,028	7.5	742,285	
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.	46.5	23,157,915	45.0	22,498,796	48.1	22,863,275	
FMD - FleetShare 670006 The FleetShare Division is responsible for management and oversight of the City's shared motor pool for all City Departments. This includes analyzing vehicle utilization, managing vehicle maintenance and cleaning, parking, training, onboarding new users, and customer service.	3.3	290,609	4.0	391,774	4.5	622,128	

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Division Description	FY2018 Actual		FY2019 Estimate		FY2020 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.	53.8	4,925,576	55.0	4,626,879	56.1	4,755,090	
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.	71.9	6,036,082	75.0	6,329,230	74.5	6,602,576	
FMD - PRD/Body Maintenance 670023							
The Houston Parks & Recreation Department (HPARD) Body Shop and the Houston Airport System (HAS) Maintenance Division are responsible for maintenance and vehicle repair for HPARD 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.	56.0	4,958,329	59.0	4,827,167	62.7	4,884,381	
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.	43.3	4,508,431	42.0	4,212,655	45.0	4,679,725	
FMD - HPW Fleet 670025							
The Houston Public Works (HPW) is responsible for maintenance and vehicle repair for HPW vehicles. Provides equipment readiness requirements for HPW and daily visibility of HPW Fleet readiness.	67.3	6,794,346	61.0	6,494,509	69.0	6,320,055	
Total	366.3	85,932,139	366.0	86,624,849	383.4	89,840,203	

FISCAL YEAR 2020 BUDGET

Business Area Revenues Summary

Fund Name : Fleet Management Fund
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Category	FY2018 Actual	FY2019 Current Budget	FY2019 Estimate	FY2020 Budget
Intergovernmental	0	50,000	50,359	51,673
Direct Interfund Services	85,860,002	86,574,849	86,574,490	89,788,530
Miscellaneous/Other	72,137	0	0	0
Grand Total Revenues	<u><u>85,932,139</u></u>	<u><u>86,624,849</u></u>	<u><u>86,624,849</u></u>	<u><u>89,840,203</u></u>