

FISCAL YEAR 2023 BUDGET

Fund Summary

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

	<u>FY2022 Current Budget</u>	<u>FY2022 Estimate</u>	<u>FY2023 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	94,984,266	94,984,266	98,930,411
Total Available Resources	<u>94,984,266</u>	<u>94,984,266</u>	98,930,411
Maintenance and Operations	94,984,266	94,984,266	98,930,411
Total Expenditures	<u>94,984,266</u>	<u>94,984,266</u>	98,930,411
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>94,984,266</u></u>	<u><u>94,984,266</u></u>	<u><u>98,930,411</u></u>

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 FY2022 Budget, FY2022 Estimate and the FY2023 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.

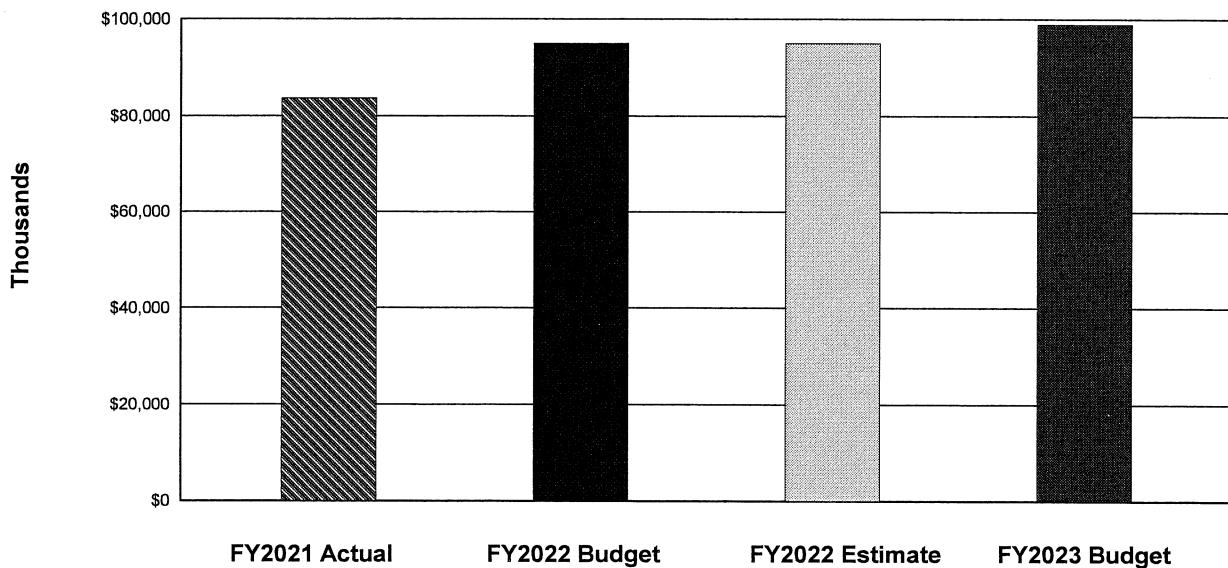
FISCAL YEAR 2023 BUDGET

Business Area Budget Summary

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

		FY2021 Actual	FY2022 Current Budget	FY2022 Estimate	FY2023 Budget
Expenditures	Personnel Services	33,065,396	35,300,104	32,813,956	36,584,946
	Supplies	37,378,817	45,144,405	49,206,952	47,226,406
	Other Services and Charges	12,964,922	14,488,077	12,936,678	15,094,059
	Equipment	0	26,680	26,680	0
	Non-Capital Equipment	23,831	25,000	0	25,000
	Total M & O Expenditures	<u>83,432,966</u>	<u>94,984,266</u>	<u>94,984,266</u>	<u>98,930,411</u>
	Debt Service & Other Uses	238,484	0	0	0
Total Expenditure	<u>83,671,450</u>	<u>94,984,266</u>	<u>94,984,266</u>	<u>98,930,411</u>	
Revenues		83,671,450	94,984,266	94,984,266	98,930,411
Staffing	Full-Time Equivalents - Civilian	361.5	384.7	364.5	381.4
	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	<u>361.5</u>	<u>384.7</u>	<u>364.5</u>	<u>381.4</u>
	Full-Time Equivalents - Overtime	31.6	40.9	32.8	35.4
Significant Budget Changes and Highlights	o The FY2023 Budget provides funding for health benefits, pension contribution, and municipal employees contractual pay increases.				
	o The FY2023 Budget provides continued Fleet Management support to departments citywide.				
	o The FY2023 Budget includes a pilot internship program for High School students.				
	o The FY2023 Budget provides funding for the FleetShare program.				

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



FISCAL YEAR 2023 BUDGET

Business Area Performance Measures

Fund Name : Fleet Management Fund
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Performance Measures	FY2021 Actual	FY2022 Target	FY2022 Estimate	FY2023 Target
Annual Fuel Consumption (gallons in thousands)	10,144	10,603	9,738	10,500
Annual number of vehicle serviced	11,507	11,850	11,608	11,500
Average Age of Fleet	9.3	10.3	9.6	10
Average Repair Cost per vehicle per month	\$429	\$470	\$446	\$470
FleetShare Vehicle Utilization	33%	55%	39%	45%
Maintain Critical Operational Readiness	93%	93%	93%	93%
On-road Preventative Maintenance within 30 Days	100%	95%	95%	95%
Rolling Stock Equipment in the City's Fleet	13,285	12,500	13,604	12,500
Expenditures Adopted Budget vs Actual Utilization	91%	100%	105%	100%
Revenues Adopted Budget vs Actual Utilization	91%	100%	105%	100%

FISCAL YEAR 2023 BUDGET

Division Summary							
Fund Name : Fleet Management Fund							
Business Area : Fleet Management Department							
Fund No. /Bus Area No. : 1005 / 6700							
Division Description	FY2021 Actual		FY2022 Estimate		FY2023 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
FMD - Director's Office 670001 Provides strategic and operational leadership to the department. Sets goals, strategies, and performance indicators necessary to ensure an efficient and effective execution of the department's mission. Develops department plans, policies, and procedures to ensure all activities are aligned with and fully supportive of City objectives. Responsible for communication of department information to internal and external stakeholders.	2.7	5,141,140	2.8	4,622,715	3.6	4,988,438	
FMD - Fleet Operations 670002 Responsible for management and leadership of mechanics, shop managers, and other field personnel. The Maintenance Division works with customer departments to meet vehicle and equipment readiness requirements and performs maintenance/repairs of vehicles and equipment used by City of Houston departments. In FY2022, the outside service cost moved to FMD - Outside Services Division (670007) and parts inventory cost moved from FMD - Parts (670005).	1.3	8,907,673	1.0	20,426,075	1.0	22,078,762	
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.	10.0	18,819,735	11.3	29,939,569	10.2	26,578,795	
FMD - Asset Management 670004 Responsible for fleet planning and the following vehicle lifecycle activities: vehicle budgeting, specification, procurement, acquisition, on-boarding, assignment, preventive maintenance scheduling, performance monitoring and reporting, and disposal. Oversees the collection, tracking, analysis and reporting of vehicle performance and maintenance information. Oversees maintenance software systems and vehicle databases.	7.3	1,240,828	7.2	1,029,678	8.3	1,608,379	
FMD - Parts 670005 The Parts Division is responsible for the oversight, management, inventory control, distribution, and auditing of 24 parts warehouse locations. Reviews outside services and purchase requisitions for contract compliance and completes invoice receivers in SAP. Establishes third party vendor contracts, conducts compliance meetings and contract reviews with vendors. In FY2022, parts inventory cost moved to Fleet Operations (670002).	50.0	23,092,128	47.8	4,127,918	49.1	4,284,312	

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Division Description	FY2021 Actual		FY2022 Estimate		FY2023 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
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.	5.0	696,036	3.8	786,036	4.0	799,830	
FMD - Outside Services 670007 The Outside Services Division is responsible for maintenance/repairs of vehicles and equipment used by City of Houston departments. The Outside Services Division works with customer departments to meet vehicle and equipment readiness requirements. Reviews purchase requisitions and completes invoice receivers in SAP. This is a new division created in FY2022, which was previously reported in FMD - Operations Division (670002).	0.0	0	2.8	8,025,573	3.0	9,438,494	
FMD - HPD Maintenance 670021 The Houston Police Department (HPD) Maintenance Division is responsible for maintenance and vehicle repair for HPD vehicles. Complies with equipment readiness requirements and daily visibility of HPD Fleet. In FY2022, parts inventory cost moved from FMD - Parts Division (670005).	53.6	4,535,363	55.4	4,600,451	59.1	5,229,812	
FMD - SWD Maintenance 670022 The Solid Waste Maintenance Division is responsible for maintenance and vehicle repair for Solid Waste vehicles. Complies with equipment readiness requirements for Solid Waste and daily visibility of Solid Waste Fleet. In FY2022, parts inventory cost moved from FMD - Parts Division (670005).	74.9	6,612,411	70.7	6,826,821	71.1	7,220,945	
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. Complies with equipment readiness requirements and daily visibility of Fleet. The body shops provide paint and body work repair for all City of Houston departments. In FY2022, parts inventory cost moved from FMD - Parts Division (670005).	54.8	4,570,493	57.6	4,717,331	64.0	5,638,537	

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	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
FMD - HFD Maintenance 670024						
The Houston Fire Department (HFD) Maintenance Division is responsible for maintenance and vehicle repair for HFD vehicles. Complies with equipment readiness requirements for HFD and daily visibility of HFD Fleet. In FY2022, parts inventory cost moved from FMD - Parts Division (670005).	39.2	4,174,040	37.8	4,086,383	39.0	4,550,477
FMD - HPW Fleet 670025						
The Houston Public Works (HPW) Maintenance Division is responsible for maintenance and vehicle repair for HPW vehicles. Complies with equipment readiness requirements for HPW and daily visibility of HPW Fleet. In FY2022, parts inventory cost moved from FMD - Parts Division (670005).	62.7	5,881,603	66.3	5,795,716	69.0	6,513,630
Total	361.5	83,671,450	364.5	94,984,266	381.4	98,930,411

FISCAL YEAR 2023 BUDGET

Business Area Revenues Summary

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

Category	FY2021 Actual	FY2022 Current Budget	FY2022 Estimate	FY2023 Budget
Charges for Services	58	0	0	0
Direct Interfund Services	83,396,984	93,968,291	94,638,190	98,486,592
Miscellaneous/Other	274,408	1,015,975	346,076	443,819
Grand Total Revenues	<u>83,671,450</u>	<u>94,984,266</u>	<u>94,984,266</u>	<u>98,930,411</u>