

FISCAL YEAR 2017 BUDGET

Fund Summary

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

	<u>FY2016 Current Budget</u>	<u>FY2016 Estimate</u>	<u>FY2017 Budget</u>
Beginning Fund Balance	0	0	0
Current Revenues	88,507,392	86,607,392	89,177,277
Total Available Resources	<u>88,507,392</u>	<u>86,607,392</u>	<u>89,177,277</u>
Maintenance and Operations	88,507,392	86,607,392	89,177,277
Total Expenditures	<u>88,507,392</u>	<u>86,607,392</u>	<u>89,177,277</u>
Planned Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	<u><u>88,507,392</u></u>	<u><u>86,607,392</u></u>	<u><u>89,177,277</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 FY2016 Budget, FY2016 Estimate and the FY2017 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.

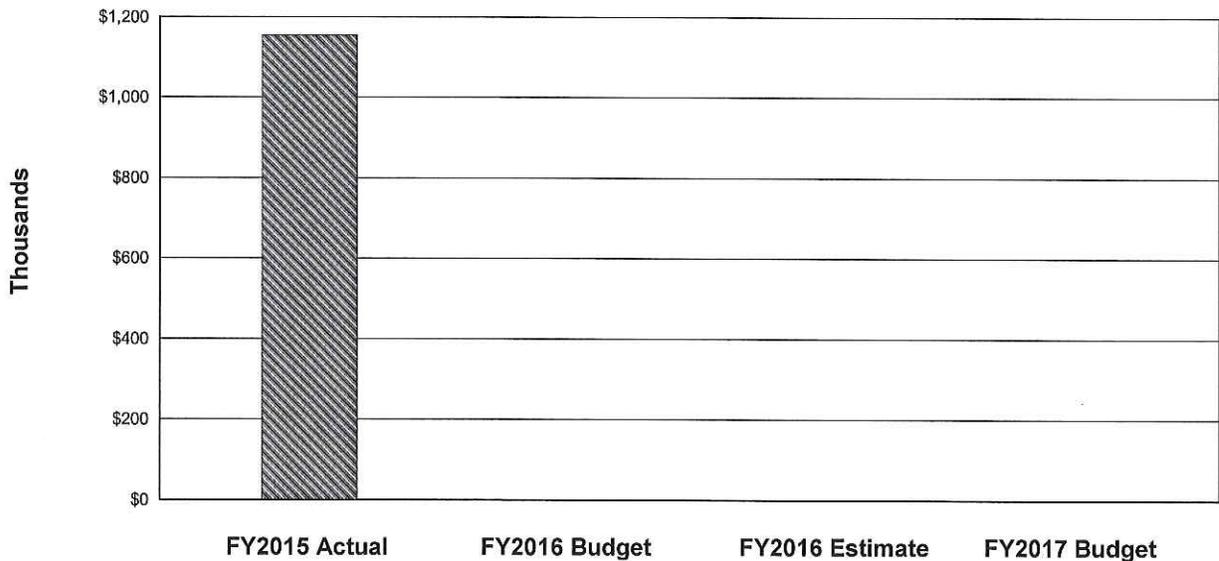
FISCAL YEAR 2017 BUDGET

Business Area Budget Summary

Fund Name : Fleet Management Fund
Business Area : Finance Department
Fund No. /Bus. Area No. : 1005 / 6400

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	1,081,048	0	0	0
	Supplies	1,201	0	0	0
	Other Services and Charges	69,585	0	0	0
	Equipment	2,745	0	0	0
	Total M & O Expenditures	<u>1,154,579</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Debt Service & Other Uses	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total Expenditure	<u>1,154,579</u>	<u>0</u>	<u>0</u>	<u>0</u>
Revenues		1,154,579	0	0	0
Staffing	Full-Time Equivalents - Civilian	10.2	0.0	0.0	0.0
	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>10.2</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
	Full-Time Equivalents - Overtime	0.0	0.0	0.0	0.0
Significant Budget Changes and Highlights	o As of FY2016, Fleet management support is reported in the Central Service Revolving Fund (Fund 1002).				

**Fleet Management Fund
Finance Department
Expenditure Summary**



FISCAL YEAR 2017 BUDGET

Division Summary						
Fund Name : Fleet Management Fund						
Business Area : Finance Department						
Fund No. /Bus Area No. : 1005 / 6400						
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget	
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$
Treasury and Capital Management 640003 The division serves the citizens of Houston by providing cost-efficient debt management services to the City and its enterprise funds for short, medium, and long-term debt. The division also coordinates and oversees the City's Capital Improvement Projects. As of FY2016, expenditures are reported in the Central Service Revolving Fund (Fund 1002).	0.8	73,147	0.0	0	0.0	0
Financial Planning & Analysis 640004 The division provides centralized support in budget development, financial management, analysis and reporting to the Fleet Management ent. As of FY2016, expenditures are reported in the Central Service Revolving Fund (Fund 1002).	3.2	400,164	0.0	0	0.0	0
Financial Reporting & Operations 640005 The division provides centralized support in accounts payable, management and process review, analysis and reporting services for the Fleet Management Department. As of FY2016, expenditures are reported in the Central Service Revolving Fund (Fund 1002).	2.9	361,874	0.0	0	0.0	0
Strategic Purchasing 640007 The division performs all Fleet Management Department related purchases via competitive/informal bid or City contracts as well as provides day-to-day departmental support of routine transactions and activities. As of FY2016, expenditures are reported in the Central Service Revolving Fund (Fund 1002).	3.3	319,394	0.0	0	0.0	0
Total	10.2	1,154,579	0.0	0	0.0	0

FISCAL YEAR 2017 BUDGET

Business Area Revenues Summary

Fund Name : Fleet Management Fund
Business Area : Finance Department
Fund No./Bus. Area No. : 1005 / 6400

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Direct Interfund Services	1,154,579	0	0	0
Grand Total Revenues	<u>1,154,579</u>	<u>0</u>	<u>0</u>	<u>0</u>



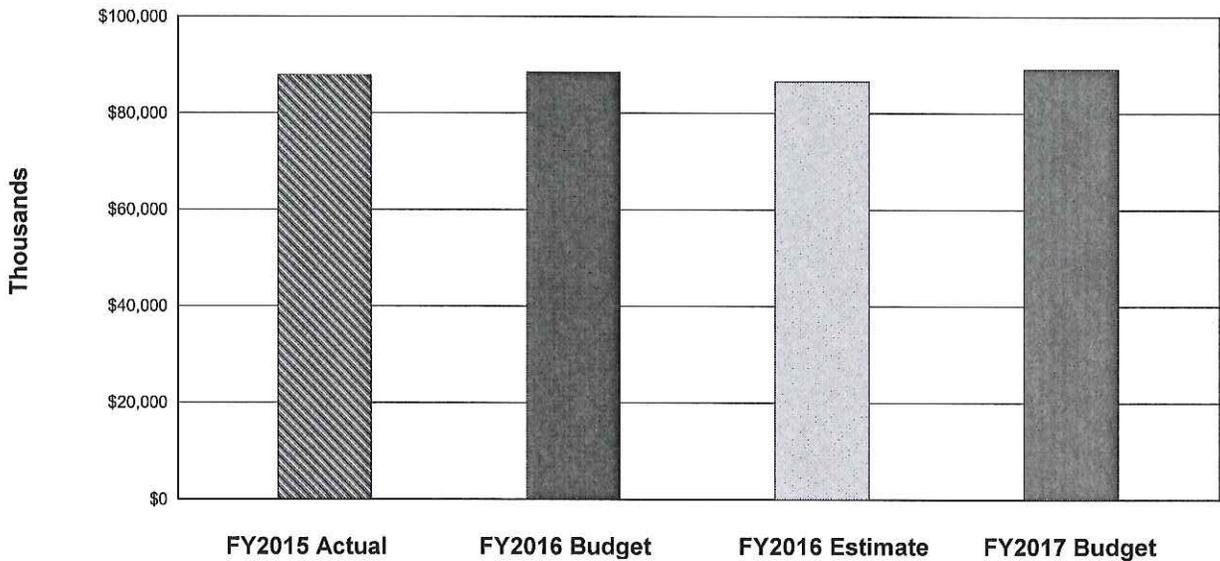
FISCAL YEAR 2017 BUDGET

Business Area Budget Summary

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

		FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Expenditures	Personnel Services	26,455,302	27,340,603	27,340,603	30,474,401
	Supplies	51,408,544	48,194,790	46,294,790	48,740,734
	Other Services and Charges	9,885,472	12,971,923	12,971,923	9,962,142
	Equipment	26,222	0	0	0
	Non-Capital Equipment	31,852	76	76	0
	Total M & O Expenditures	87,807,392	88,507,392	86,607,392	89,177,277
	Debt Service & Other Uses	0	0	0	0
	Total Expenditure	87,807,392	88,507,392	86,607,392	89,177,277
Revenues		87,807,392	88,507,392	86,607,392	89,177,277
Staffing	Full-Time Equivalents - Civilian	353.6	348.3	348.3	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	353.6	348.3	348.3	387.2
	Full-Time Equivalents - Overtime	16.1	18.9	18.9	18.4
Significant Budget Changes and Highlights	<ul style="list-style-type: none"> o The FY2017 Budget provides funding for health benefits, pension contribution, and municipal employees contractual pay increases. o The FY2017 Budget provides continued Fleet Management support to departments citywide. o The FY2017 Budget includes funding for the in-sourcing of parts management. Additionally, 32 FTEs will be added to manage parts, offset by cost savings from in-sourcing of parts. 				

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



FISCAL YEAR 2017 BUDGET

Business Area Performance Measures

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

Performance Measures	FY2015 Actual	FY2016 Budget	FY2016 Estimate	FY2017 Budget
Annual Fuel Consumption (gallons in thousands)	10,420	10,409	10,409	10,414
Average Age of Fleet	8.6	7.0	8.7	7.0
Average Repair Cost per Vehicle	\$4,656	\$4,740	\$4,224	\$4,080
Fleet Share Vehicle Utilization	56%	55%	55%	60%
Maintain Operational Readiness	95%	95%	95%	95%
Preventative Maintenance Performed on Schedule	96%	99%	99%	99%
Vehicles in the City's Fleet	12,032	11,958	11,788	11,462
Expenditures Adopted Budget vs Actual Utilization	89%	100%	88%	100%
Revenues Adopted Budget vs Actual Utilization	89%	100%	88%	100%

FISCAL YEAR 2017 BUDGET

Division Summary							
Fund Name : Fleet Management Fund							
Business Area : Fleet Management Department							
Fund No. /Bus Area No. : 1005 / 6700							
Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
FMD - Director's Office 670001 Provides overall Leadership and Management of the Fleet Management 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.	6.9	5,306,816	6.0	6,308,019	9.0	6,994,111	
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	22,347,454	5.0	31,434,565	2.3	4,583,608	
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.	12.2	27,431,382	13.0	21,523,869	9.6	25,255,320	
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	669,289	7.9	802,770	4.1	474,916	
FMD - Parts 670005 The Parts Division is responsible for oversight, management, distribution, and auditing of the part supply. Manages outside vendor repairs, and payment. Sets up vendor contracts and audits vendor contract compliance.	9.7	744,465	5.9	460,694	52.6	25,550,428	
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.	58.2	4,207,551	58.9	4,583,049	56.5	4,532,291	

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Division Description	FY2015 Actual		FY2016 Estimate		FY2017 Budget		
	FTEs	Costs \$	FTEs	Costs \$	FTEs	Costs \$	
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.	76.1	5,477,897	76.7	5,895,161	79.2	6,246,577	
FMD - PRD/Body Maintenance 670023 The Parks & Recreation Department (PRD) Body Shop and the Houston Airport System (HAS) Maintenance Division is 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	4,292,046	54.9	4,465,879	57.7	4,743,526	
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	3,604,699	45.0	3,619,051	41.6	3,703,593	
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	13,725,793	75.0	7,514,335	74.6	7,092,907	
Total	353.6	87,807,392	348.3	86,607,392	387.2	89,177,277	

FISCAL YEAR 2017 BUDGET

Business Area Revenues Summary

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

Category	FY2015 Actual	FY2016 Current Budget	FY2016 Estimate	FY2017 Budget
Intergovernmental	0	0	0	50,000
Direct Interfund Services	87,801,290	88,507,392	86,607,392	89,127,277
Miscellaneous/Other	3,083	0	0	0
Other Resources	3,019	0	0	0
Grand Total Revenues	<u>87,807,392</u>	<u>88,507,392</u>	<u>86,607,392</u>	<u>89,177,277</u>