



Page Intentionally Left Blank



### **Department Description**

The Fleet Operations Department provides City departments with comprehensive fleet management services by supplying a dependable fleet of over 4,200 vehicles and equipment in addition to the following functions: Acquisition, Disposition, and Up-Fitting, Maintenance and Repair of motive vehicles and equipment, Fuel Facilities and Fuel System Management, Car Wash Facilities, Metal Fabrication and Repair, Rental Fleet, and Operator Training.

The Department's mission is:

Provide our customers, the employees of the City of San Diego, with comprehensive fleet management services by delivering environmentally-friendly, safe, and dependable vehicles, equipment, and fuel

The Department's vision is:

An award-winning fleet recognized for its safety, dependability, and reduction of greenhouse gasses

### Did you know?

- In Fiscal Year 2017, the Public Works Department's Fleet Services Division became the Fleet Operations
  Department under the Internal Operations branch of the CIty of San Diego. This change reflected the
  citywide mission of the Department to provide reliable fleet services and long-term planning for all City
  departments.
- In accordance with the City of San Diego's Climate Action Plan (CAP), which calls for a reduction in greenhouse gas, the Department is analyzing potential conversions to zero emissions vehicles and alternative fuels. In 2016, the Fleet Operations Department added renewable diesel as a replacement fuel for the existing diesel-powered heavy and medium duty fleet. Renewable diesel can reduce greenhouse

- gas emissions by up to 80% when compared to petroleum diesel. More than 1,100 vehicles and equipment, or 25%, of the City's fleet is now powered by this renewable source.
- Connected with the CAP, the City is opening its first CNG filling station. The CNG station will be located at the Miramar Repair Facility and will serve as the fuel source for CNG refuse packers.
- In April 2017, the City opened its first CNG filling station. The CNG station is located at the Miramar Repair Facility and will serve as the fuel source for CNG refuse packers.
- In August 2016, the City of San Diego entered into an agreement with Carolina Software Technologies (CST) to upgrade the existing fleet asset management system. The upgrade of the system will allow for improved metrics which will drive operational efficiencies, improved vehicle reliability, and high quality service to all departments.

### **Goals and Objectives**

#### Goal 1: Provide quality fleet services efficiently and economically

- Provide excellent customer service
- Improve communications to our customers
- Provide reliable vehicles

#### Goal 2: Advance a Green Fleet program

- Reduce greenhouse gas emissions
- Advance the knowledge of alternative fuel options

#### Goal 3: Continue to develop a trained and certified team of professionals

- Develop a new safety program
- Develop a new training program

#### Goal 4: Improve internal controls and accountability

- Improve internal fleet operations information system
- Improve policies and procedures

### **Key Performance Indicators**

	Performance Indicator	FY2016 Target	FY2016 Actual	FY2017 Target	FY2017 Estimate	FY2018 Target
1.	Percentage of fleet within designated lifecycle <sup>1</sup>	N/A	N/A	N/A	N/A	> 85%
2.	Number of low or zero-emission vehicles in fleet <sup>1</sup>	N/A	N/A	N/A	N/A	> 100%
3.	Number of OSHA reportable injuries <sup>1</sup>	N/A	N/A	N/A	N/A	0
4.	Completion of scheduled preventative maintenance on time <sup>1</sup>	N/A	N/A	N/A	N/A	> 95%
5.	Maintain availability of Priority 1 vehicles <sup>1</sup>	N/A	N/A	N/A	N/A	> 95%

<sup>1.</sup> The Fleet Operations Department was created in Fiscal Year 2017 and key performance indicators were not yet created. As such, prior year data is not available.

**Department Summary** 

•					
	FY2016	FY2017	FY2018	FY2017-	2018
	Actual	Budget	Proposed	Ch	ange
FTE Positions (Budgeted)	0.00	0.00	206.00	20	06.00
Personnel Expenditures	\$ -	\$ -	\$ 21,400,631	\$ 21,400	),631
Non-Personnel Expenditures	-	-	78,623,676	78,623	3,676
Total Department Expenditures	\$ -	\$ -	\$ 100,024,307	\$ 100,024	4,307
Total Department Revenue	\$ -	\$ -	\$ 84,625,920	\$ 84,62	5,920

## Fleet Services Operating Fund<sup>1</sup>

**Department Expenditures** 

	FY2016 Actual	FY2017 Budget	FY2018 Proposed	F`	Y2017–2018 Change
Fleet Administration	\$ -	\$ -	\$ 11,211,347	\$	11,211,347
Fleet Maintenance	-	-	46,039,214		46,039,214
Total	\$ -	\$ -	\$ 57,250,561	\$	57,250,561

**Department Personnel** 

	FY2016	FY2017	FY2018	FY2017-2018
	Budget	Budget	Proposed	Change
Fleet Administration	0.00	0.00	33.00	33.00
Fleet Maintenance	0.00	0.00	173.00	173.00
Total	0.00	0.00	206.00	206.00

**Significant Budget Adjustments** 

	FTE	Expenditures	Revenue
Department Restructure Restructure of the Fleet Services Division to the new Fleet Operations Department.	207.00	\$ 48,572,759	\$ 50,769,656
Fire Fleet Repair Facility Addition of 1.00 Fleet Manager and associated revenue and non-personnel expenditures for a new Fire Fleet Repair Facility.	1.00	7,034,712	3,400,000
Non-Discretionary Adjustment Adjustment to expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	4,061,377	-
Support for Information Technology Adjustment to expenditure allocations according to a zero-based annual review of information technology funding requirements.	0.00	1,460,451	-

<sup>1.</sup> Beginning in Fiscal Year 2018, the Fleet Services Operating Fund is now budgeted in the Fleet Operations Department. As a result, Fiscal Year 2016 actuals and Fiscal Year 2017 budget are reflected in the Internal Operations Department.

Significant Budget Adjustments (Cont'd)

,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	FTE	Expenditures	Revenue
Salary and Benefit Adjustments Adjustments to reflect savings resulting from vacant positions for any period of the fiscal year, retirement contributions, retiree health contributions, and labor negotiations.	0.00	12,853	-
Reclassification of Positions Addition of 1.00 Business Systems Analyst offset by the reduction of 1.00 Information Systems Analyst 4 to better align the position classification with services of the Department.	0.00	(2,085)	-
Reduction of Non-Personnel Expenditures Reduction of non-personnel expenditures associated with operational efficiencies.	(2.00)	(1,898,362)	-
Fuel Adjustments Adjustment of non-personnel expenditures and associated revenue to reflect revised gasoline and motor fuel costs.	0.00	(1,991,144)	(1,991,144)
Revised Revenue Adjustment to reflect revised revenue projections.	0.00	-	499,395
IAM Reimbursable Revenue Adjustment to reflect revised revenue projections for reimbursement of SAP Infrastructure Asset Management (IAM) project labor.	0.00	-	65,317
Total	206.00	\$ 57,250,561	\$ 52,743,224

**Expenditures by Category** 

	FY2016 Actual	FY2017 Budget	FY2018 Proposed	F	Y2017–2018 Change
PERSONNEL					
Personnel Cost	\$ -	\$ -	\$ 11,487,093	\$	11,487,093
Fringe Benefits	-	_	9,913,538		9,913,538
PERSONNEL SUBTOTAL	-	-	21,400,631		21,400,631
NON-PERSONNEL					
Supplies	\$ -	\$ _	\$ 7,645,527	\$	7,645,527
Contracts	-	_	15,967,601		15,967,601
Information Technology	-	-	1,460,451		1,460,451
Energy and Utilities	-	-	10,261,057		10,261,057
Capital Expenditures	-	-	250,000		250,000
Debt	-	-	265,294		265,294
NON-PERSONNEL SUBTOTAL	-	-	35,849,930		35,849,930
Total	\$ -	\$ -	\$ 57,250,561	\$	57,250,561

**Revenues by Category** 

Total	\$ -	\$ -	\$ 52,743,224	\$	52,743,224
Transfers In	-	-	3,400,000		3,400,000
Other Revenue	-	-	391,439		391,439
Charges for Services	\$ -	\$ -	\$ 48,951,785	\$	48,951,785
	Actual	Budget	Proposed		Change
	FY2016	FY2017	FY2018	F	Y2017-2018

**Personnel Expenditures** 

Number   Job Title   Wages   Number	Job	er Experialtures	FY2016	FY2017	FY2018		
20000011         Account Clerk         0.00         0.00         3.00         \$31,491         \$37,918         \$100,995           20000048         Assistant Fleer Echnician         0.00         0.00         57,866         69,722         57,866           20000191         Associate Management Analyst         0.00         0.00         1.00         86,059         65,333         54,059           20000193         Body and Fender Mechanic         0.00         0.00         5.00         44,366         53,206         266,030           20001101         Department Director         0.00         0.00         1.00         65,416         79,061         79,061           20001101         Department Director         0.00         0.00         1.00         69,155         224,099         157,000           20001168         Deputy Director         0.00         0.00         1.00         44,366         172,744         109,855           20000433         Equipment Operator 2         0.00         0.00         44,366         43,662         69,830           20000433         Equipment Painter         0.00         0.00         44,366         35,206         61,642           20000432         Eleet Attendant         0.00         0.00	Number	Job Title / Wages	Budget	Budget	Proposed	Salary Range	Total
20000088         Assistant Engineer-Mechanical         0.00         0.00         27.00         36,587         43,618         1,128,686           20000443         Assistant Fleet Technician         0.00         0.00         27.00         36,587         43,618         1,128,686           200001193         Body and Fender Mechanic         0.00         0.00         5.00         44,366         53,230         266,030           20001246         Business Systems Analyst 3         0.00         0.00         1.00         65,416         79,061         79,061           20001188         Deputy Director         0.00         0.00         1.00         65,416         79,061         179,061           20001188         Deputy Director         0.00         0.00         1.00         46,966         172,744         109,855           20000433         Equipment Painter         0.00         0.00         1.00         41,350         49,462         47,904           20000433         Equipment Trainer         0.00         0.00         2.00         44,366         53,206         106,412           20000432         Fleet Attendant         0.00         0.00         2.00         43,656         53,206         69,830           20000431	FTE, Salari	ies, and Wages					
20000443         Assistant Fleet Technician         0.00         0.00         1.00         54,059         65,333         54,059           20000193         Body and Fender Mechanic         0.00         0.00         5.00         43,666         53,206         266,030           20001246         Business Systems Analyst 3         0.00         0.00         65,416         79,061         79,061           20001101         Department Director         0.00         0.00         1.00         65,416         79,061         79,061           20001436         Deputy Director         0.00         0.00         1.00         46,966         172,744         109,855           20000438         Equipment Operator 2         0.00         0.00         1.00         41,350         49,696         172,744         109,855           20000438         Equipment Trainer         0.00         0.00         1.00         44,366         53,206         106,412           20000438         Equipment Trainer         0.00         0.00         4.00         76,773         93,018         330,970           20000774         Fleet Handanat         0.00         0.00         40         76,773         93,018         330,970           20000774         Fl	20000011	Account Clerk	0.00	0.00	3.00		108,995
200001191         Associate Management Analyst         0.00         0.00         54,059         65,333         54,059           200001240         Body and Fender Mechanic         0.00         0.00         5,00         44,366         53,206         266,030           20001101         Department Director         0.00         0.00         1,00         59,155         224,099         157,000           20001161         Deputy Director         0.00         0.00         1,00         46,966         172,744         109,855           20000433         Equipment Painter         0.00         0.00         1,00         41,350         49,462         47,904           20000433         Equipment Painter         0.00         0.00         1,00         47,570         57,533         57,426           20000433         Equipment Painter         0.00         0.00         40         47,677         57,533         57,426           20000432         Eleet Altendant         0.00         0.00         40         47,677         57,533         57,426           20000182         Fleet Parts Buyer         0.00         0.00         40         40         76,737         93,018         33,097           20000182         Fleet Parts Buyer Su	20000088	Assistant Engineer-Mechanical	0.00	0.00	1.00	57,866 - 69,722	57,866
20000193         Body and Fender Mechanic         0.00         0.00         5.00         44,366 - 53,206         266,030           20001246         Business Systems Analyst 3         0.00         0.00         1.00         65,416 - 79,061         79,061         79,061         70,001           20001148         Deputy Director         0.00         0.00         1.00         46,966 - 172,744         109,855           20000438         Equipment Operator 2         0.00         0.00         41,350 - 49,462         47,904           20000438         Equipment Prainter         0.00         0.00         44,366 - 53,206         106,412           20000439         Equipment Trainer         0.00         0.00         40.00         47,570 - 57,533         57,426           20000183         Fleet Attendant         0.00         0.00         4.00         46,934 - 36,296         69,830           20000183         Fleet Parts Buyer         0.00         0.00         40,00         46,637 - 54,059         202,361           20000183         Fleet Parts Buyer Supervisor         0.00         0.00         10,00         51,355 - 62,442         62,442           20000420         Fleet Repair Supervisor         0.00         0.00         10,00         50,003 - 61,402	20000443	Assistant Fleet Technician	0.00	0.00	27.00	36,587 - 43,618	1,128,860
20001246         Business Systems Analyst 3         0.00         0.00         1.00         65,416 - 79,061         79,061           20001101         Department Director         0.00         0.00         1.00         69,155 - 224,099         167,000           20000430         Equipment Operator 2         0.00         0.00         1.00         41,350 - 34,462         47,904           20000438         Equipment Painter         0.00         0.00         1.00         41,350 - 37,533         57,426           20000433         Equipment Trainer         0.00         0.00         2.00         44,366 - 53,206         69,833           20000719         Fleet Manager         0.00         0.00         4.00         47,570 - 87,533         57,426           20000183         Fleet Parts Buyer         0.00         0.00         4.00         44,637 - 54,059         202,361           20000183         Fleet Parts Buyer Supervisor         0.00         0.00         1.00         62,421 - 75,525         730,197           21000192         Fleet Repair Supervisor         0.00         0.00         1.00         62,421 - 75,525         730,197           21000142         Fleet Teach Leader         0.00         0.00         1.00         62,032 - 71,760         591	20000119	Associate Management Analyst	0.00	0.00	1.00	54,059 - 65,333	54,059
20001101         Department Director         0.00         0.00         1.00         59,155         224,099         157,000           20001188         Deputy Director         0.00         0.00         1.00         46,966         172,744         109,855           20000430         Equipment Painter         0.00         0.00         41,350         49,462         47,904           20000433         Equipment Prainter         0.00         0.00         1.00         47,570         57,533         57,426           21000191         Fleet Attendant         0.00         0.00         1.00         47,570         57,533         57,426           21000192         Fleet Attendant         0.00         0.00         4.00         76,773         93,018         330,970           20000182         Fleet Parts Buyer         0.00         0.00         40,00         76,773         93,018         330,970           20000022         Fleet Parts Buyer Supervisor         0.00         0.00         10,00         62,421         75,525         730,197           21000192         Fleet Team Leader         0.00         0.00         10,00         62,421         75,525         730,197           200002420         Fleet Technician         0.0	20000193	Body and Fender Mechanic	0.00	0.00	5.00	44,366 - 53,206	266,030
20001168         Deputy Director         0.00         0.00         1.00         46,966 - 172,744         109,855           20000430         Equipment Operator 2         0.00         0.00         1.00         41,350 - 49,462         47,904           20000433         Equipment Painter         0.00         0.00         2.00         44,366 - 53,206         106,412           20000433         Equipment Trainer         0.00         0.00         47,570 - 57,533         57,426           21000191         Fleet Attendant         0.00         0.00         4.00         46,637 - 54,059         69,830           20000774         Fleet Manager         0.00         0.00         4.00         46,637 - 54,059         202,361           20000183         Fleet Parts Buyer         0.00         0.00         40.00         44,637 - 54,059         202,361           20000182         Fleet Parts Buyer Supervisor         0.00         0.00         10.00         62,421 - 75,525         730,197           20000429         Fleet Repair Supervisor         0.00         0.00         10.00         62,421 - 75,525         730,197           20000429         Fleet Technician         0.00         0.00         44,366 - 53,206         41,21,970           2000643	20001246	Business Systems Analyst 3	0.00	0.00	1.00	65,416 - 79,061	79,061
20000430	20001101	Department Director	0.00	0.00	1.00	59,155 - 224,099	157,000
20000438         Equipment Painter         0.00         0.00         44,366 - 53,206         106,412           20000433         Equipment Trainer         0.00         0.00         1.00         47,570 - 57,533         57,426           21000191         Fleet Attendant         0.00         0.00         2.00         30,534 - 36,296         69,833           200007183         Fleet Manager         0.00         0.00         4.00         76,773 - 54,059         93,018         330,970           20000183         Fleet Parts Buyer Supervisor         0.00         0.00         1.00         44,637 - 54,059         202,361           200000262         Fleet Repair Supervisor         0.00         0.00         10.00         62,421 - 75,525         730,197           210000420         Fleet Team Leader         0.00         0.00         10.00         62,421 - 75,525         730,197           20000429         Information Systems Analyst 3         0.00         0.00         10.00         59,363 - 57,160         41,1270           20000439         Master Fleet Technician         0.00         0.00         1.00         46,134 - 55,266         55,266           20000439         Metal Fabrication Supervisor         0.00         0.00         59,363 - 71,760         75,1	20001168	Deputy Director	0.00	0.00	1.00	46,966 - 172,744	109,855
20000433	20000430	Equipment Operator 2	0.00	0.00	1.00	41,350 - 49,462	47,904
21000191   Fleet Attendant   0.00   0.00   0.00   30,534   36,296   69,830   20000774   Fleet Manager   0.00   0.00   0.00   0.00   76,773   93,018   330,970   20000183   Fleet Parts Buyer   0.00   0.00   0.00   0.00   44,637   54,059   202,361   20000182   Fleet Parts Buyer Supervisor   0.00   0.00   10.00   51,355   62,442   62,442   20000062   Fleet Repair Supervisor   0.00   0.00   10.00   50,003   61,402   591,222   20000420   Fleet Team Leader   0.00   0.00   80,00   44,366   53,206   4,121,970   20000293   Information Systems Analyst 3   0.00   0.00   1.00   59,363   71,760   593,632   20000439   Master Fleet Technician   0.00   0.00   0.00   1.00   46,134   55,266   55,266   20000439   Master Fleet Technician   0.00   0.00   0.00   47,715   57,158   952,800   20000644   Metal Fabrication Supervisor   0.00   0.00   2.00   54,309   65,666   119,975   20000680   Payroll Specialist 2   0.00   0.00   2.00   34,195   40,976   75,171   20000880   Payroll Specialist 2   0.00   0.00   1.00   34,611   41,787   41,787   20000880   Payroll Specialist 2   0.00   0.00   1.00   34,611   41,787   41,787   20000881   Stock Clerk   0.00   0.00   0.00   30,056   36,275   310,181   20000955   Stock Clerk   0.00   0.00   0.00   34,611   41,517   165,650   200000955   Stock Clerk   0.00   0.00   0.00   34,611   41,517   165,650   20000095   Stock Clerk   0.00   0.00   0.00   34,611   41,517   165,650   36,666   36,6768   36,275   310,181   36,650   36,666   36,6768   36,676	20000438	Equipment Painter	0.00	0.00	2.00	44,366 - 53,206	106,412
20000774         Fleet Manager         0.00         0.00         4.00         76,773 - 93,018         330,970           20000183         Fleet Parts Buyer         0.00         0.00         4,00         44,637 - 54,059         202,361           20000182         Fleet Parts Buyer Supervisor         0.00         0.00         10.00         51,355 - 62,442         62,442           200000420         Fleet Repair Supervisor         0.00         0.00         10.00         50,003 - 61,402         591,222           210000420         Fleet Team Leader         0.00         0.00         80.00         44,366 - 53,206         4,121,970           20000420         Fleet Technician         0.00         0.00         1.00         59,363 - 71,760         59,363           20000439         Machinist         0.00         0.00         1.00         46,134 - 55,266         55,266           20000439         Master Fleet Technician         0.00         0.00         17.00         47,715 - 57,158         952,800           20000424         Motive Service Technician         0.00         0.00         2.00         54,309 - 65,666         119,975           20001222         Program Manager         0.00         0.00         1.00         34,611 - 41,787         41,787	20000433	Equipment Trainer	0.00	0.00	1.00	47,570 - 57,533	57,426
20000183         Fleet Parts Buyer         0.00         0.00         44,637 - 54,059         202,361           20000182         Fleet Parts Buyer Supervisor         0.00         0.00         1.00         51,355 - 62,442         62,442           20000062         Fleet Repair Supervisor         0.00         0.00         10.00         62,421 - 75,525         730,197           21000195         Fleet Team Leader         0.00         0.00         10.00         50,003 - 61,402         591,222           20000420         Fleet Technician         0.00         0.00         1.00         59,363 - 71,760         59,363           20000618         Machinist         0.00         0.00         1.00         46,134 - 55,266         55,266           20000439         Master Fleet Technician         0.00         0.00         17.00         47,715 - 57,158         952,800           20000439         Master Fleet Technician         0.00         0.00         2.00         54,309 - 65,666         119,975           20000445         Motive Service Technician         0.00         0.00         2.00         54,309 - 65,666         119,975           20000450         Payroll Specialist 2         0.00         0.00         1.00         34,611 - 41,787         41,787 </td <td>21000191</td> <td>Fleet Attendant</td> <td>0.00</td> <td>0.00</td> <td>2.00</td> <td>30,534 - 36,296</td> <td>69,830</td>	21000191	Fleet Attendant	0.00	0.00	2.00	30,534 - 36,296	69,830
20000182         Fleet Parts Buyer Supervisor         0.00         0.00         1.00         51,355 -         62,442         62,442           20000062         Fleet Repair Supervisor         0.00         0.00         10.00         62,421 -         75,525         730,197           21000195         Fleet Team Leader         0.00         0.00         80.00         44,366 -         53,206         4,121,970           20000293         Information Systems Analyst 3         0.00         0.00         1.00         59,363 -         71,760         59,363           20000439         Master Fleet Technician         0.00         0.00         1.00         46,134 -         55,266         55,266           20000439         Master Fleet Technician         0.00         0.00         17.00         47,715 -         57,158         952,800           20000445         Metal Fabrication Supervisor         0.00         0.00         2.00         34,195 -         40,976         75,171           20000429         Payroll Specialist 2         0.00         0.00         1.00         34,611 -         41,787         41,787           20004220         Payroll Specialist 2         0.00         0.00         1.00         46,966 -         172,744         108,000 </td <td>20000774</td> <td>Fleet Manager</td> <td>0.00</td> <td>0.00</td> <td>4.00</td> <td>76,773 - 93,018</td> <td>330,970</td>	20000774	Fleet Manager	0.00	0.00	4.00	76,773 - 93,018	330,970
20000062         Fleet Repair Supervisor         0.00         0.00         10.00         62,421 - 75,525         730,197           21000195         Fleet Team Leader         0.00         0.00         10.00         50,003 - 61,402         591,222           20000420         Fleet Technician         0.00         0.00         80.00         44,366 - 53,206         4,121,970           20000293         Information Systems Analyst 3         0.00         0.00         1.00         59,363 - 71,760         59,363           20000439         Master Fleet Technician         0.00         0.00         17.00         47,715 - 57,158         952,800           20000444         Metal Fabrication Supervisor         0.00         0.00         2.00         54,309 - 65,666         119,975           20000425         Motive Service Technician         0.00         0.00         2.00         34,195 - 40,976         75,171           20000425         Motive Service Technician         0.00         0.00         34,611 - 41,787         41,787           20000425         Payroll Specialist 2         0.00         0.00         1.00         34,611 - 41,787         41,787           20001224         Program Manager         0.00         0.00         1.00         57,907 - 69,930	20000183	Fleet Parts Buyer	0.00	0.00	4.00	44,637 - 54,059	202,361
21000195         Fleet Team Leader         0.00         0.00         50,003 - 61,402         591,222           20000420         Fleet Technician         0.00         0.00         80.00         44,366 - 53,206         4,121,970           20000293         Information Systems Analyst 3         0.00         0.00         1.00         59,363 - 71,760         59,363           20000439         Machinist         0.00         0.00         17.00         47,715 - 57,158         952,800           20000644         Metal Fabrication Supervisor         0.00         0.00         2.00         54,309 - 65,666         119,975           20000445         Motive Service Technician         0.00         0.00         2.00         34,195 - 40,976         75,171           20000860         Payroll Specialist 2         0.00         0.00         1.00         34,611 - 41,787         41,787           20001222         Program Manager         0.00         0.00         1.00         36,966 - 172,744         108,000           20001224         Safety Officer         0.00         0.00         40,00         57,907 - 69,930         69,930           20001025         Storekeeper 1         0.00         0.00         4.00         34,611 - 41,517         165,650	20000182	Fleet Parts Buyer Supervisor	0.00	0.00	1.00	51,355 - 62,442	62,442
20000420         Fleet Technician         0.00         0.00         80.00         44,366 - 53,206         4,121,970           20000293         Information Systems Analyst 3         0.00         0.00         1.00         59,363 - 71,760         59,363           20000618         Machinist         0.00         0.00         1.00         46,134 - 55,266         55,266           20000439         Master Fleet Technician         0.00         0.00         17.00         47,715 - 57,158         952,800           20000445         Metal Fabrication Supervisor         0.00         0.00         2.00         54,309 - 65,666         119,975           20000445         Motive Service Technician         0.00         0.00         2.00         34,195 - 40,976         75,171           20000445         Motive Service Technician         0.00         0.00         1.00         34,611 - 41,787         41,787           20000445         Motive Service Technician         0.00         0.00         1.00         46,966 - 172,744         108,000           20001222         Program Manager         0.00         0.00         1.00         57,907 - 69,930         69,930           2000095         Stock Clerk         0.00         0.00         34,611 - 41,517         165,650	20000062	Fleet Repair Supervisor	0.00	0.00	10.00	62,421 - 75,525	730,197
20000293         Information Systems Analyst 3         0.00         0.00         1.00         59,363 - 71,760         59,363           20000618         Machinist         0.00         0.00         1.00         46,134 - 55,266         55,266           20000439         Master Fleet Technician         0.00         0.00         17.00         47,715 - 57,158         952,800           20000445         Metal Fabrication Supervisor         0.00         0.00         2.00         54,309 - 65,666         119,975           20000445         Motive Service Technician         0.00         0.00         2.00         34,195 - 40,976         75,171           20000680         Payroll Specialist 2         0.00         0.00         1.00         34,611 - 41,787         41,787           20001222         Program Manager         0.00         0.00         1.00         57,907 - 69,930         69,930           20000847         Safety Officer         0.00         0.00         1.00         57,907 - 69,930         69,930           20000951         Stock Clerk         0.00         0.00         30,056 - 36,275         310,181           20000970         Supervising Management Analyst         0.00         0.00         1.00         69,768 - 80,891         65,768 <td>21000195</td> <td>Fleet Team Leader</td> <td>0.00</td> <td>0.00</td> <td>10.00</td> <td>50,003 - 61,402</td> <td>591,222</td>	21000195	Fleet Team Leader	0.00	0.00	10.00	50,003 - 61,402	591,222
20000618         Machinist         0.00         0.00         1.00         46,134 - 55,266         55,266         55,266           20000439         Master Fleet Technician         0.00         0.00         17.00         47,715 - 57,158         952,800           20000445         Metal Fabrication Supervisor         0.00         0.00         2.00         54,309 - 65,666         119,975           20000445         Motive Service Technician         0.00         0.00         34,195 - 40,976         75,171           20000680         Payroll Specialist 2         0.00         0.00         1.00         34,611 - 41,787         41,787           20001222         Program Manager         0.00         0.00         1.00         46,966 - 172,744         108,000           20001022         Program Manager         0.00         0.00         1.00         57,907 - 69,930         69,930           20000951         Stock Clerk         0.00         0.00         30,056 - 36,275         310,181           20000970         Supervising Management Analyst         0.00         0.00         4.00         34,611 - 41,517         165,650           20001058         Welder         0.00         0.00         1.00         59,363 - 71,760         67,154	20000420	Fleet Technician	0.00	0.00	80.00	44,366 - 53,206	4,121,970
20000439       Master Fleet Technician       0.00       0.00       17.00       47,715 - 57,158       952,800         20000644       Metal Fabrication Supervisor       0.00       0.00       2.00       54,309 - 65,666       119,975         20000445       Motive Service Technician       0.00       0.00       2.00       34,195 - 40,976       75,171         20000680       Payroll Specialist 2       0.00       0.00       1.00       34,611 - 41,787       41,787         20001222       Program Manager       0.00       0.00       1.00       46,966 - 172,744       108,000         20000847       Safety Officer       0.00       0.00       1.00       57,907 - 69,930       69,930         20000951       Stock Clerk       0.00       0.00       30,056 - 36,275       310,181         20000975       Storekeeper 1       0.00       0.00       4.00       34,611 - 41,517       165,650         20001970       Supervising Management Analyst       0.00       0.00       1.00       66,768 - 80,891       66,768         20001041       Training Supervisor       0.00       0.00       1.00       59,363 - 71,760       67,154         20001058       Melder       0.00       0.00       10.00       44,	20000293	Information Systems Analyst 3	0.00	0.00	1.00	59,363 - 71,760	59,363
20000644         Metal Fabrication Supervisor         0.00         0.00         2.00         54,309 - 65,666         119,975           20000445         Motive Service Technician         0.00         0.00         2.00         34,195 - 40,976         75,171           20000680         Payroll Specialist 2         0.00         0.00         1.00         34,611 - 41,787         41,787           20001222         Program Manager         0.00         0.00         1.00         57,907 - 69,930         69,930           20000847         Safety Officer         0.00         0.00         1.00         57,907 - 69,930         69,930           20000951         Stock Clerk         0.00         0.00         9.00         30,056 - 36,275         310,181           20000970         Supervising Management Analyst         0.00         0.00         4.00         34,611 - 41,517         165,650           20001041         Training Supervisor         0.00         0.00         1.00         69,768 - 80,891         66,768           20001058         Welder         0.00         0.00         1.00         59,363 - 71,760         67,154           20001058         Welder         0.00         0.00         10.00         44,366 - 53,206         524,680      <	20000618	Machinist	0.00	0.00	1.00	46,134 - 55,266	55,266
20000445         Motive Service Technician         0.00         0.00         2.00         34,195 - 40,976         75,171           20000680         Payroll Specialist 2         0.00         0.00         1.00         34,611 - 41,787         41,787           20001222         Program Manager         0.00         0.00         1.00         46,966 - 172,744         108,000           20000847         Safety Officer         0.00         0.00         1.00         57,907 - 69,930         69,930           20000951         Stock Clerk         0.00         0.00         9.00         30,056 - 36,275         310,181           20000970         Supervising Management Analyst         0.00         0.00         4.00         34,611 - 41,517         165,650           20001041         Training Supervisor         0.00         0.00         1.00         66,768 - 80,891         66,768           20001058         Welder         0.00         0.00         1.00         59,363 - 71,760         67,154           20001058         Welder         0.00         0.00         10.00         44,366 - 53,206         524,680           ASE Damage Estimate         80,993         36,715         36,000         36,275         36,275         36,000           <	20000439	Master Fleet Technician	0.00	0.00	17.00	47,715 - 57,158	952,800
20000680       Payroll Specialist 2       0.00       0.00       1.00       34,611 - 41,787       41,787         20001222       Program Manager       0.00       0.00       1.00       46,966 - 172,744       108,000         20000847       Safety Officer       0.00       0.00       1.00       57,907 - 69,930       69,930         20000951       Stock Clerk       0.00       0.00       9.00       30,056 - 36,275       310,181         20000970       Supervising Management Analyst       0.00       0.00       4.00       34,611 - 41,517       165,650         20001041       Training Supervisor       0.00       0.00       1.00       66,768 - 80,891       66,768         20001058       Welder       0.00       0.00       1.00       59,363 - 71,760       67,154         20001058       Welder       0.00       0.00       10.00       44,366 - 53,206       524,680         ASE Cert       47,008       47,008       48,560       47,008       47,008         ASE Master Cert       200,273       30,640       40,000       40,000       40,000       40,000       40,000       40,000       40,000       40,000       40,000       53,206       524,680       50,000       50,000	20000644	Metal Fabrication Supervisor	0.00	0.00	2.00	54,309 - 65,666	119,975
20001222       Program Manager       0.00       0.00       1.00       46,966 - 172,744       108,000         20000847       Safety Officer       0.00       0.00       1.00       57,907 - 69,930       69,930         20000951       Stock Clerk       0.00       0.00       9.00       30,056 - 36,275       310,181         20000975       Storekeeper 1       0.00       0.00       4.00       34,611 - 41,517       165,650         200010970       Supervising Management Analyst       0.00       0.00       1.00       66,768 - 80,891       66,768         20001041       Training Supervisor       0.00       0.00       1.00       59,363 - 71,760       67,154         20001058       Welder       0.00       0.00       10.00       44,366 - 53,206       524,680         ASE Cert       47,008       ASE Damage Estimate       936       48,564 - 53,206       524,680         ASE Master Cert       200,273       30,000<	20000445	Motive Service Technician	0.00	0.00	2.00	34,195 - 40,976	75,171
20000847       Safety Officer       0.00       0.00       1.00       57,907 - 69,930       69,930       69,930         20000951       Stock Clerk       0.00       0.00       9.00       30,056 - 36,275       310,181         20000955       Storekeeper 1       0.00       0.00       4.00       34,611 - 41,517       165,650         20000970       Supervising Management Analyst       0.00       0.00       1.00       66,768 - 80,891       66,768         20001041       Training Supervisor       0.00       0.00       1.00       59,363 - 71,760       67,154         20001058       Welder       0.00       0.00       10.00       44,366 - 53,206       524,680         ASE Cert       0.00       0.00       10.00       44,366 - 53,206       524,680         ASE Damage Estimate       0.00       0.00       10.00       44,366 - 53,206       524,680         ASE Master Cert       0.00       0.00       10.00       44,366 - 50,206       30,002         Class B       0.00       0.00       0.00       0.00       0.00       0.00       0.00       0.00       0.00       0.00       0.00       0.00       0.00       0.00       0.00       0.00       0.00       0.00	20000680	Payroll Specialist 2	0.00	0.00	1.00	34,611 - 41,787	41,787
20000951       Stock Clerk       0.00       0.00       9.00       30,056 - 36,275       310,181         20000955       Storekeeper 1       0.00       0.00       4.00       34,611 - 41,517       165,650         20000970       Supervising Management Analyst 0.00       0.00       1.00       66,768 - 80,891       66,768         20001041       Training Supervisor 0.00       0.00       1.00       59,363 - 71,760       67,154         20001058       Welder 0.00       0.00       10.00       44,366 - 53,206       524,680         ASE Cert 4       47,008       ASE Damage Estimate 936       47,008       47,008         ASE Master Cert 5       200,273       300,273       300,200       300,200       300,200       300,200         Class B 5       Collison Repair Cert 3,640       400,200       400,200       400,200       400,200       400,200       400,200       400,200       400,200       500,200       <	20001222	Program Manager	0.00	0.00	1.00	46,966 - 172,744	108,000
20000955       Storekeeper 1       0.00       0.00       4.00       34,611 - 41,517       165,650         20000970       Supervising Management Analyst       0.00       0.00       1.00       66,768 - 80,891       66,768         20001041       Training Supervisor       0.00       0.00       1.00       59,363 - 71,760       67,154         20001058       Welder       0.00       0.00       10.00       44,366 - 53,206       524,680         ASE Cert       47,008       ASE Damage Estimate       936         ASE Master Cert       200,273       200,273         Budgeted Vacancy Savings       (325,185)         Class B       50,960         Collison Repair Cert       3,640         Exceptional Performance Pay-Classified       3,000         Night Shift Pay       145,457         Overtime Budgeted       412,853	20000847	Safety Officer	0.00	0.00	1.00	57,907 - 69,930	69,930
20000970       Supervising Management Analyst       0.00       0.00       1.00       66,768 -       80,891       66,768 -         20001041       Training Supervisor       0.00       0.00       1.00       59,363 -       71,760       67,154         20001058       Welder       0.00       0.00       10.00       44,366 -       53,206       524,680         ASE Cert       47,008         ASE Damage Estimate       936         ASE Master Cert       200,273         Budgeted Vacancy Savings       (325,185)         Class B       50,960         Collison Repair Cert       3,640         Exceptional Performance Pay-Classified       3,000         Night Shift Pay       145,457         Overtime Budgeted       412,853	20000951	Stock Clerk	0.00	0.00	9.00	30,056 - 36,275	310,181
20001041       Training Supervisor       0.00       0.00       1.00       59,363 - 71,760       67,154         20001058       Welder       0.00       0.00       10.00       44,366 - 53,206       524,680         ASE Cert       47,008         ASE Damage Estimate       936         ASE Master Cert       200,273         Budgeted Vacancy Savings       (325,185)         Class B       50,960         Collison Repair Cert       3,640         Exceptional Performance Pay-Classified       3,000         Night Shift Pay       145,457         Overtime Budgeted       412,853	20000955	Storekeeper 1	0.00	0.00	4.00	34,611 - 41,517	165,650
20001058       Welder       0.00       0.00       10.00       44,366 -       53,206       524,680         ASE Cert       47,008         ASE Damage Estimate       936         ASE Master Cert       200,273         Budgeted Vacancy Savings       50,960         Class B       50,960         Collison Repair Cert       3,640         Exceptional Performance Pay-Classified       3,000         Night Shift Pay       145,457         Overtime Budgeted       412,853	20000970	Supervising Management Analyst	0.00	0.00	1.00	66,768 - 80,891	66,768
ASE Cert       47,008         ASE Damage Estimate       936         ASE Master Cert       200,273         Budgeted Vacancy Savings       (325,185)         Class B       50,960         Collison Repair Cert       3,640         Exceptional Performance Pay-Classified       3,000         Night Shift Pay       145,457         Overtime Budgeted       412,853	20001041	Training Supervisor	0.00	0.00	1.00	59,363 - 71,760	67,154
ASE Damage Estimate 936 ASE Master Cert 200,273 Budgeted Vacancy Savings (325,185) Class B 50,960 Collison Repair Cert 3,640 Exceptional Performance Pay-Classified 3,000 Night Shift Pay 145,457 Overtime Budgeted 412,853	20001058	Welder	0.00	0.00	10.00	44,366 - 53,206	524,680
ASE Master Cert       200,273         Budgeted Vacancy Savings       (325,185)         Class B       50,960         Collison Repair Cert       3,640         Exceptional Performance Pay-Classified       3,000         Night Shift Pay       145,457         Overtime Budgeted       412,853		ASE Cert					47,008
Budgeted Vacancy Savings (325,185) Class B 50,960 Collison Repair Cert 3,640 Exceptional Performance Pay-Classified 3,000 Night Shift Pay 145,457 Overtime Budgeted 412,853		ASE Damage Estimate					936
Class B 50,960 Collison Repair Cert 3,640 Exceptional Performance Pay-Classified 3,000 Night Shift Pay 145,457 Overtime Budgeted 412,853		ASE Master Cert					200,273
Collison Repair Cert3,640Exceptional Performance Pay-Classified3,000Night Shift Pay145,457Overtime Budgeted412,853		Budgeted Vacancy Savings					(325,185)
Exceptional Performance Pay-Classified 3,000 Night Shift Pay 145,457 Overtime Budgeted 412,853		Class B					50,960
Night Shift Pay 145,457 Overtime Budgeted 412,853		Collison Repair Cert					3,640
Overtime Budgeted 412,853		Exceptional Performance Pay-Clas	sified				3,000
		Night Shift Pay					145,457
Plant/Tank Vol Cert Pay 29,810		Overtime Budgeted					412,853
		Plant/Tank Vol Cert Pay					29,810

Personnel Expenditures (Cont'd)

Job	FY2016	FY201	7 FY2018				
Number Job Title / Wages	Budget	Budge	t Proposed	Sa	lary Range		Total
Welding Certification							22,776
FTE, Salaries, and Wages Subtotal	0.00	0.0	206.00			\$	11,490,713
	F	Y2016	FY2017		FY2018	F۱	/2017–2018
	1	Actual	Budget		Proposed		Change
Fringe Benefits							
Employee Offset Savings	\$	- 5	\$ -	\$	23,132	\$	23,132
Flexible Benefits		-	-		2,344,983		2,344,983
Medicare		-	-		150,180		150,180
Other Post-Employment Benefits		-	-		1,194,995		1,194,995
Retiree Medical Trust		-	-		8,442		8,442
Retirement 401 Plan		-	-		8,307		8,307
Retirement ADC		-	-		4,633,157		4,633,157
Retirement DROP		-	-		47,778		47,778
Risk Management Administration		-	-		201,388		201,388
Supplemental Pension Savings Plan		-	-		688,787		688,787
Unemployment Insurance		-	-		18,897		18,897
Workers' Compensation		-	-		593,492		593,492
Fringe Benefits Subtotal	\$	- :	\$ -	\$	9,913,538	\$	9,913,538
Total Personnel Expenditures				\$	21,404,251		

## Fleet Services Replacement Fund<sup>1</sup>

**Department Expenditures** 

	FY2016	FY2017	FY2018	FY2017-2018
	Actual	Budget	Proposed	Change
Vehicle Acquisition	\$ -	\$ -	\$ 42,773,746	\$ 42,773,746
Total	\$ -	\$ -	\$ 42,773,746	\$ 42,773,746

**Significant Budget Adjustments** 

	FTE	Expenditures	Revenue
Department Restructure Restructure of the Fleet Services Division to the new Fleet Operations Department.	0.00	\$ 22,994,920	\$ 29,225,898
Non-Discretionary Adjustment Adjustment to expenditure allocations that are determined outside of the department's direct control. These allocations are generally based on prior year expenditure trends and examples of these include utilities, insurance, and rent.	0.00	11,094,531	-
Vehicle Purchases Addition of non-personnel expenditures to reflect vehicle cash replacement funding based on Fleet's Five-Year Vehicle Replacement Schedule.	0.00	5,284,295	-

<sup>1.</sup> Beginning in Fiscal Year 2018, the Fleet Services Replacement Fund is now budgeted in the Fleet Operations Department. As a result, Fiscal Year 2016 actuals and Fiscal Year 2017 budget are reflected in the Internal Operations Department.

- 252 -

Significant Budget Adjustments (Cont'd)

	FTE	Expenditures	Revenue
Fire Fleet Repair Facility Addition of non-personnel expenditures associated to one- time building modifications and tenant improvements for a new Fire Fleet Repair Facility. This adjustment reflects the transfer to the Fleet Services Operating Fund.	0.00	3,400,000	_
<b>Revised Revenue</b> Adjustment to reflect revised revenue projections.	0.00	-	2,656,798
Total	0.00	\$ 42,773,746	\$ 31,882,696

**Expenditures by Category** 

	FY2016 Actual	FY2017 Budget	FY2018 Proposed	F	Y2017–2018 Change
NON-PERSONNEL					
Transfers Out	\$ -	\$ -	\$ 3,400,000	\$	3,400,000
Capital Expenditures	-	-	28,279,215		28,279,215
Debt	-	_	11,094,531		11,094,531
NON-PERSONNEL SUBTOTAL	-	-	42,773,746		42,773,746
Total	\$ -	\$ -	\$ 42,773,746	\$	42,773,746

**Revenues by Category** 

	FY2016	FY2017	FY2018	F	Y2017-2018
	Actual	Budget	Proposed		Change
Charges for Services	\$ -	\$ -	\$ 30,382,696	\$	30,382,696
Other Revenue	-	-	1,500,000		1,500,000
Total	\$ -	\$ -	\$ 31,882,696	\$	31,882,696

#### Revenue and Expense Statement (Non-General Fund)

Fleet Services Operating Fund	FY2016 Actual	FY2017 <sup>*</sup> Budget	FY2018 Proposed
BEGINNING BALANCE AND RESERVES			
Balance from Prior Year	\$ 5,832,917	\$ 7,450,630	\$ 6,398,510
Continuing Appropriation - CIP	2,274,121	1,200,350	625,350
TOTAL BALANCE AND RESERVES	\$ 8,107,038	\$ 8,650,981	\$ 7,023,860
REVENUE			
Charges for Services	\$ 48,803,850	\$ 50,547,432	\$ 48,951,785
Other Revenue	465,109	295,000	391,439
Revenue from Use of Money and Property	657,588	_	_
Transfers In	_	_	3,400,000
TOTAL REVENUE	\$ 49,926,547	\$ 50,842,432	\$ 52,743,224
TOTAL BALANCE, RESERVES, AND REVENUE	\$ 58,033,585	\$ 59,493,413	\$ 59,767,084
OPERATING EXPENSE			
Personnel Expenses	\$ 11,151,566	\$ 11,914,840	\$ 11,487,093
Fringe Benefits	7,733,662	8,575,516	9,913,538
Supplies	12,662,352	8,664,586	7,645,527
Contracts	5,535,126	10,816,032	15,967,601
Information Technology	447,180	3,536,679	1,460,451
Energy and Utilities	9,636,801	12,068,139	10,261,057
Other Expenses	2,453	_	_
Transfers Out	581,422	_	_
Capital Expenditures	294,613	250,000	250,000
Debt Expenses	263,659	265,295	265,294
TOTAL OPERATING EXPENSE	\$ 48,308,833	\$ 56,091,087	\$ 57,250,561
EXPENDITURE OF PRIOR YEAR FUNDS			
CIP Expenditures	\$ 1,073,771	\$ 499,000	\$ _
TOTAL EXPENDITURE OF PRIOR YEAR FUNDS	\$ 1,073,771	\$ 499,000	\$ -
TOTAL EXPENSE	\$ 49,382,604	\$ 56,590,087	\$ 57,250,561
RESERVES			
Continuing Appropriation - CIP	\$ 1,200,350	\$ 701,350	\$ 625,350
TOTAL RESERVES	\$ 1,200,350	\$ 701,350	\$ 625,350
BALANCE	\$ 7,450,631	\$ 2,201,976	\$ 1,891,173
TOTAL BALANCE, RESERVES, AND EXPENSE	\$ 58,033,585	\$ 59,493,413	\$ 59,767,084

<sup>\*</sup>At the time of publication, audited financial statements for Fiscal Year 2017 were not available. Therefore, the Fiscal Year 2017 column reflects final budgeted revenue and expense amounts from the Fiscal Year 2017 Adopted Budget, while the beginning Fiscal Year 2017 balance amount reflects the audited Fiscal Year 2016 ending balance.

#### Revenue and Expense Statement (Non-General Fund)

Fleet Services Replacement Fund	FY2016 Actual	FY2017 <sup>*</sup> Budget	FY2018 Proposed
BEGINNING BALANCE AND RESERVES			
Balance from Prior Year	\$ 12,634,066	\$ 10,408,215	\$ 33,553,147
Continuing Appropriation - Operating	37,277,962	36,855,003	21,769,751
TOTAL BALANCE AND RESERVES	\$ 49,912,029	\$ 47,263,217	\$ 55,322,898
REVENUE			
Charges for Services	\$ 27,179,989	\$ 24,106,408	\$ 30,382,696
Other Revenue	1,800,666	2,000,000	1,500,000
Transfers In	_	3,119,490	_
TOTAL REVENUE	\$ 28,980,655	\$ 29,225,898	\$ 31,882,696
TOTAL BALANCE, RESERVES, AND REVENUE	\$ 78,892,683	\$ 76,489,115	\$ 87,205,594
OPERATING EXPENSE			
Supplies	\$ 1,366,327	\$ _	\$ _
Contracts	452,619	_	_
Transfers Out	_	_	3,400,000
Capital Expenditures	23,207,322	22,994,920	28,279,215
Debt Expenses	6,603,198	7,375,261	11,094,531
TOTAL OPERATING EXPENSE	\$ 31,629,466	\$ 30,370,181	\$ 42,773,746
EXPENDITURE OF PRIOR YEAR FUNDS			
Operating Expenditures	\$ 422,960	\$ 1,144,283	\$ _
TOTAL EXPENDITURE OF PRIOR YEAR FUNDS	\$ 422,960	\$ 1,144,283	\$ _
TOTAL EXPENSE	\$ 31,629,466	\$ 30,370,181	\$ 42,773,746
RESERVES			
Continuing Appropriation - Operating	\$ 36,855,003	\$ 35,710,720	\$ 21,769,751
TOTAL RESERVES	\$ 36,855,003	\$ 35,710,720	\$ 21,769,751
BALANCE	\$ 10,408,214	\$ 10,408,214	\$ 22,662,097
TOTAL BALANCE, RESERVES, AND EXPENSE	\$ 78,892,683	\$ 76,489,115	\$ 87,205,594

<sup>\*</sup>At the time of publication, audited financial statements for Fiscal Year 2017 were not available. Therefore, the Fiscal Year 2017 column reflects final budgeted revenue and expense amounts from the Fiscal Year 2017 Adopted Budget, while the beginning Fiscal Year 2017 balance amount reflects the audited Fiscal Year 2016 ending balance.



Page Intentionally Left Blank