

Our Mission: To ensure that safe, energy-efficient, and environmentally friendly vehicles are available to agency staff to accomplish their work/missions

The Automotive Equipment Fund provides cost efficient and environmentally sound management support services for the vehicle fleet of Arlington County. These support services include procurement of vehicles, repair and maintenance, fuel and alternative fuels, repair parts inventory, and disposal.

SIGNIFICANT BUDGET CHANGES

The FY 2017 adopted expenditure budget for **the Department of Environmental Services' (DES)** Automotive Equipment Fund is \$17,208,334, a six percent increase from the FY 2016 adopted budget. The FY 2017 adopted budget reflects:

- ↑ Personnel increases due to employee salary increases and an increase in the **County's cost for** employee health insurance, offset by adjustments to retirement contributions based on current actuarial projections.
- ↓ Non-personnel decreases due to reductions in outside repairs (\$103,409) and maintenance supplies (\$120,047), offset by increases in data processing (\$8,558), building repair (\$3,169), and adjustments to the annual expense for maintenance and replacement of County vehicles (\$13,008).
- ↓ Additions expense decreases due to the removal of the cost for the purchase of vehicles for the Utilities Fund, which occurred in FY 2016 (\$100,624).
- ↑ Replacement expenses increase \$995,357 due to unit cost increases in vehicle replacements, adjustments in vehicle configurations, parts and labor.
- ↓ County revenue decreases due to adjustments to the charges to other departments for the maintenance and replacement of County vehicles (\$341,969).

FUND FINANCIAL SUMMARY

	FY 2015 Actual	FY 2016 Adopted	FY 2017 Adopted	% Change '16 to '17
Personnel	\$5,265,406	\$5,844,624	\$6,144,142	5%
Non-Personnel	2,963,133	3,226,133	3,027,412	-6%
Accident Repairs	323,487	291,200	291,200	-
Additions	134,398	100,624	-	-100%
Replacement	8,074,960	6,620,223	7,615,580	15%
Subtotal	16,761,384	16,082,804	17,078,334	6%
Insurance/Other Transfers	130,000	130,000	130,000	-
Total Net Expenditures	16,891,384	16,212,804	17,208,334	6%
County & School Revenues	17,262,751	17,644,057	17,402,712	-1%
Sales of Surplus Equipment	803,573	250,000	250,000	-
Miscellaneous Revenues	8,772	61,000	61,000	-
Transfer from General Fund	42,000	-	-	-
Transfer from Utilities Fund	-	100,624	-	-100%
Total Revenues	18,117,096	17,955,057	17,713,712	-1%
Change in Fund Balance	\$1,225,712	\$1,742,253	\$505,378	-71%
Permanent FTEs	61.00	63.00	63.00	
Temporary FTEs	-	-	-	
Total Authorized FTEs	61.00	63.00	63.00	

AUTOMOTIVE EQUIPMENT FUND
FUND SUMMARY

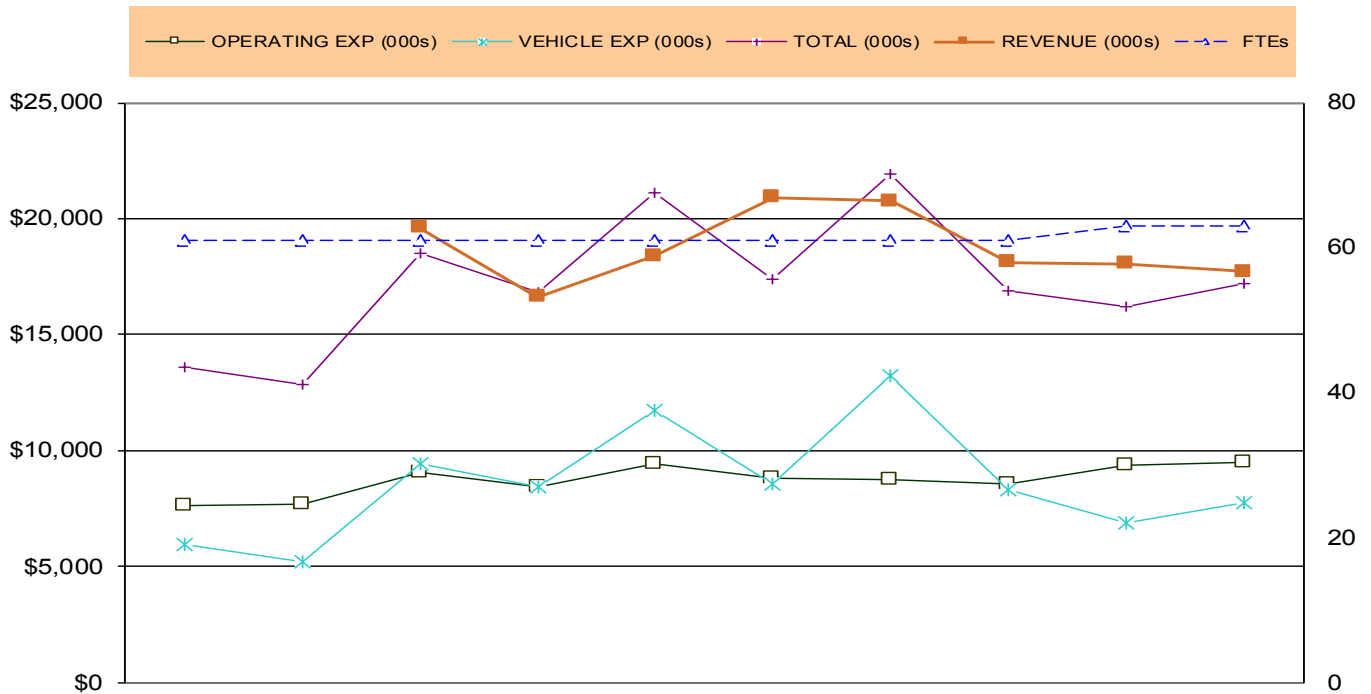
AUTOMOTIVE EQUIPMENT FUND
FUND STATEMENT

	FY 2015 ACTUAL	FY 2016 ADOPTED	FY 2016 RE-ESTMATE	FY 2017 ADOPTED
ADJUSTED BALANCE, JULY 1	\$8,701,754	\$6,938,555	\$9,927,466	\$5,998,121
OPERATING RECEIPTS				
Maintenance/Operating Rental Book	5,836,092	5,899,832	5,899,832	5,758,616
Other Maintenance - Non Rental Book	620,996	270,000	270,000	270,000
Temporary Loan Vehicles	109,897	130,000	130,000	130,000
Schools Maint/ Operating	2,040,480	2,240,177	2,240,177	2,034,180
Other Maintenance - Non Rental Book Schools	61,695	110,000	110,000	110,000
Subrogation Revenues	17,427	60,000	60,000	60,000
Miscellaneous	8,772	1,000	1,000	1,000
CAPITAL RECEIPTS				
County Fleet Replacement & Lease Purchase	7,056,529	7,379,624	7,379,624	7,445,428
Schools Replacement	1,519,635	1,614,424	1,614,424	1,654,488
Sales of Surplus Equipment	803,573	250,000	250,000	250,000
TOTAL RECEIPTS	18,075,096	17,955,057	17,955,057	17,713,712
OTHER FINANCING SOURCES				
Transfers from Other Funds	-	100,624	100,624	-
Transfers from General Fund	42,000	-	-	-
TOTAL TRANSFERS IN	42,000	100,624	100,624	-
TOTAL RECEIPTS AND TRANSFERS IN	18,117,096	18,055,681	18,055,681	17,713,712
TOTAL BALANCE, CAPITAL RESERVE, RECEIPTS AND TRANSFERS IN	26,818,850	24,994,236	27,983,147	23,711,833
OPERATING EXPENSES				
Administration, Maintenance	6,780,630	7,003,855	7,003,855	7,167,911
Schools	1,776,960	2,358,102	2,358,102	2,294,843
Subtotal	8,557,590	9,361,957	9,361,957	9,462,754
CAPITAL EXPENSES				
Encumbrance/ Incomplete Projects	-	-	5,772,222	-
Replacements to Fleet (County)	4,482,944	2,901,928	2,901,928	3,897,285
Replacements to Fleet (Schools)	2,294,422	2,166,884	2,166,884	2,166,884
Additions to Fleet	134,399	100,624	100,624	-
Lease Purchase	1,292,029	1,551,411	1,551,411	1,551,411
Subtotal	8,203,794	6,720,847	12,493,069	7,615,580
TOTAL EXPENSES	16,761,384	16,082,804	21,855,026	17,078,334
TRANSFERS OUT				
Transfer to General Fund - Insurance	130,000	130,000	130,000	130,000
TOTAL TRANSFERS	130,000	130,000	130,000	130,000
TOTAL OPERATING EXPENSES AND TRANSFERS OUT	16,891,384	16,212,804	21,985,026	17,208,334
BALANCE, JUNE 30	\$9,927,466	\$8,781,432	\$5,998,121	\$6,503,499

Notes:

Fund Balance is reserved for financing encumbrances and incomplete projects carried over from the previous fiscal year.

EXPENDITURE, REVENUE, AND FULL-TIME EQUIVALENT TRENDS



	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Adopted Budget	FY 2017 Adopted Budget
OPERATING EXP (000s)	\$7,648	\$7,689	\$9,070	\$8,429	\$9,431	\$8,832	\$8,716	\$8,558	\$9,362	\$9,463
VEHICLE EXP (000s)	\$5,956	\$5,172	\$9,452	\$8,407	\$11,698	\$8,533	\$13,239	\$8,333	\$6,851	\$7,745
TOTAL (000s)	\$13,604	\$12,861	\$18,522	\$16,836	\$21,129	\$17,365	\$21,955	\$16,891	\$16,213	\$17,208
REVENUE (000s)			\$19,606	\$16,628	\$18,398	\$20,907	\$20,760	\$18,117	\$18,056	\$17,714
FTEs	61.00	61.00	61.00	61.00	61.00	61.00	61.00	61.00	63.00	63.00

- In FY 2010, the County modified the way the Automotive Equipment Fund financials were displayed to show the revenue received by the Fund from the user departments. This revenue is the cost of services for the maintenance and replacement of County vehicles.

Fiscal Year	Description	FTEs
FY 2008	<ul style="list-style-type: none"> ▪ The County Board added one vehicle for the Landscape Plan Review staff approved as part of the Stormwater Strategic Initiative (\$23,500) as well as a transfer of the same amount from the General Fund. ▪ The vehicle replacement budget increased by \$564,526 to cover the increase in cost of steel and vehicle configuration changes. The criteria for the replacement of light vehicles was changed from a 45,000 mile threshold to a 50,000 mile threshold as a means to help drive down the cost of vehicle replacement in FY 2008. 	
FY 2009	<ul style="list-style-type: none"> ▪ The County Board added four vehicles to the fleet at a cost of \$100,347. The breakdown includes: one vehicle for the Department of Real Estate Assessments (Department of Management and Finance) in support of the Transportation Investment Fund (\$23,000), two vehicles for the Department of Environmental Services in support of the Stormwater Management Fund (\$50,000), and one vehicle to support the Fire Department Fire Prevention Program (\$27,347). ▪ Increase in Inter-Departmental charges (\$964,230) is due to unit cost increases in vehicle replacement, maintenance costs, and in the number of vehicles included in the fleet that are being maintained, and also reflect the Work for Others (\$381,717) charge to School Repair Section for per vehicle charge to cover administrative, indirect and overhead costs. ▪ Increases in non-discretionary contractual increases (\$201,388) and \$45,000 for the cost of maintenance and chemicals for the new vehicle wash. 	
FY 2010	<ul style="list-style-type: none"> ▪ Additions to the fleet (\$132,611) include one vehicle for the Fire Department Fire Prevention Division (\$27,611) as well as one dump truck for the Department of Environmental Services Utilities Fund (\$105,000). ▪ Non-personnel expenditures include increases in non-discretionary contractual costs (\$2,962), building repair (\$9,000), funding for custodial services (\$50,000), recruitment (\$15,000), tires (\$44,000), and maintenance supplies (\$63,956). ▪ Increase in replacement cost (\$886,902) is due to unit cost increases in vehicle replacement, the vehicle configurations, parts and labor. ▪ Electricity and water/sewer budgets were adjusted based on FY 2008 actual consumption and anticipated utility rate increases (\$34,408). 	
FY 2011	<ul style="list-style-type: none"> ▪ Non-personnel decreases include adjustments to the annual expense for the maintenance and replacement of County vehicles used directly by the Auto Fund (\$17,655) and a decrease in operating equipment (\$36,821). ▪ Replacement decreases (\$2,743,763) are due to fewer vehicles reaching mileage and age criteria as established by the Equipment Bureau. With fewer vehicles being replaced in FY 2011, there will be a large number of vehicles scheduled for replacement in FY 2012 and FY 2013. ▪ Revenue increases are due to adjustments to the charge to other 	

Fiscal Year	Description	FTEs
	<p>departments for the maintenance and replacement of County vehicles (\$324,864), partially offset by reductions in the Sales of Surplus Equipment (\$50,000) and Miscellaneous Revenues (\$2,000) as well as no transfer from the General Fund for off-cycle vehicles or adjustments (\$132,611).</p> <ul style="list-style-type: none"> ▪ Planned delays in purchasing equipment through the Auto Fund allow for a one-time credit to the General Fund for equipment replacement (\$375,000). 	
FY 2012	<ul style="list-style-type: none"> ▪ Non-personnel expenses increase due to repair/renovation of the vehicle service lifts (\$256,000), increases in materials and supplies (\$83,600), contractual services (\$27,958), and internal services (\$917), partially offset by the decrease in operating equipment (\$40,000). ▪ Additions and the transfer from the General Fund increase for the purchase of new vehicles for the conversion of HVAC maintenance from contract to County staff in the Department of Environmental Services (3 vehicles: \$104,145), additional fire protection systems inspectors in the Fire Department (1 vehicle: \$28,830), and staffing reallocated within the Department of Environmental Services for maintenance of new/remodeled facilities (1 vehicle: \$38,399). ▪ Replacement expenses increase (\$983,690) due to unit cost increases in vehicle replacements, adjustments in vehicle configurations, parts and labor. The number of units being replaced increased from the prior year due to meeting mileage and age criteria, as well as the replacement of units which were part of the planned purchase delay in FY 2011. Included in this increase is the lease purchase of a fire vehicle (\$213,233). ▪ Revenue increases due to adjustments to the charges to other departments for the maintenance and replacement of County vehicles (\$699,618) and new vehicles being added to the fleet (\$171,374). ▪ The one-time transfer credit in FY 2011 to the General Fund (\$375,000) was eliminated in FY 2012. 	
FY 2013	<ul style="list-style-type: none"> ▪ Non-personnel expenses decrease due to reductions in building repairs for the FY 2012 replacement of the vehicle service lifts (\$100,000). ▪ Additions expense increases (\$331,126) from FY 2012 for new vehicles being added to the County fleet for the additional water crew being added in the Utility Fund for FY 2013. ▪ Replacement expenses increase (\$535,537) primarily due to a greater number of School buses being replaced in FY 2013 than in the prior fiscal year (\$986,899), which is partially offset by fewer County vehicles being scheduled for replacement in FY 2013 (\$451,362). The FY 2012 budget included replacement of County vehicles that were part of the one-time planned purchase delay in FY 2011 in addition to the normally scheduled replacements. ▪ Revenue increases due to adjustments to the charges to other departments for the maintenance and replacement of County vehicles (\$203,217), adjustments to Schools for the maintenance and replacement of the School 	

Fiscal Year	Description	FTEs
	fleet (\$469,411), and for new vehicles being added to the fleet for the Utility Fund (\$331,126).	
FY 2014	<ul style="list-style-type: none"> ▪ Replacement expenses increase due to the off-cycle lease purchase of fire equipment (two heavy rescue units, one loader and four pumpers) (\$1,980,953). ▪ Revenues increase due to new vehicle purchases funded through lease purchase (\$1,842,205) and for the charges to other departments for the maintenance and replacement of County and School vehicles (\$1,326,348). ▪ Additions expense and the related transfer from other funds both decrease since there are no additions to the fleet funded in the Automotive Equipment Fund (\$502,500). 	
FY 2015	<ul style="list-style-type: none"> ▪ Additions expense and the related transfer from the General Fund increases for the purchase of a new vehicle for the DES (\$42,000). ▪ Replacement expenses decrease due to the number of configuration of vehicles slated to be replaced in FY 2015 (\$1,954,202). ▪ Revenues decrease due to there being no lease proceeds (\$1,842,205). ▪ Revenues decrease from charges to other departments for the maintenance and replacement of County vehicles (\$230,097). 	
FY 2016	<ul style="list-style-type: none"> ▪ The County Board added two Auto Mechanic positions for maintenance of school buses needed for APS. ▪ The County Board reduced the size of the County's vehicle fleet across departments, resulting in a decrease in revenue to the Auto fund (\$50,000). ▪ Addition to fleet expense and the related transfer from the Utilities Fund increases for the purchase of two new vehicles for DES (\$100,624), offset by the removal of the cost of the purchase of a new vehicle for DES in FY 2015 (\$42,000). ▪ Lease purchase expense increases (\$223,422), partially offset by replacement expense decreases due to the number of configuration of vehicles slated to be replaced in FY 2016 (\$135,682). ▪ Revenue increases due to adjustments to the charges to other departments for the maintenance and replacement of County vehicles (\$1,012,251). 	2.0
FY 2017	<ul style="list-style-type: none"> ▪ Additions to fleet expense and the related transfer from the Utilities Fund decrease for the purchase of two new vehicles for the DES, which occurred in FY 2016 (\$100,624). ▪ Revenues decrease from charges to other departments for the maintenance and replacement of County vehicles (\$341,969). ▪ Replacement expenses increase due to the number and configuration of vehicles slated to be replaced in FY 2017 (\$995,357). 	