

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 2015 adopted expenditure budget for the Department of Environmental Services' (DES) Automotive Equipment Fund is \$16,065,690, a ten percent decrease over the FY 2014 adopted budget. The FY 2015 adopted budget reflects:

- ↑ Personnel increases include the County Board's approval of a one percent increase for employees at Step 19. Additionally, increases are due to employee step increases, a 7.5 percent increase in the County's cost for employee health insurance, and adjustments to retirement contributions based on current actuarial projections. These increases are partially offset by new staff being hired in at lower rates than prior incumbents.
- ↑ Additions expense increases due to the purchase of a new vehicle for new maintenance staff in DES (\$42,000).
- ↓ Replacement expenses decrease due to the number and configuration of vehicles slated to be replaced in FY 2015 based on mileage, condition, age, and departmental needs (\$1,954,202).
- ↓ Revenues decrease due to there being no lease proceeds (\$1,842,205) and adjustments to the charges to other departments for the maintenance and replacement of County vehicles (\$230,097), which is partially offset by an increase in Transfers from Other Fund for the purchase of an addition to the fleet (\$42,000).

FUND FINANCIAL SUMMARY

	FY 2013 Actual	FY 2014 Adopted	FY 2015 Adopted	% Change '14 to '15
Personnel	\$5,345,980	\$5,763,708	\$5,867,947	2%
Non-Personnel	3,061,479	3,200,884	3,202,060	-
Accident Repairs	423,763	291,200	291,200	-
Additions	428,029	-	42,000	-
Replacement	7,975,307	8,486,685	6,532,483	-23%
Subtotal	17,234,558	17,742,477	15,935,690	-10%
Insurance/Other Transfers	130,000	130,000	130,000	-
Total Net Expenditures	17,364,558	17,872,477	16,065,690	-10%
County & School Revenues	18,868,697	18,704,108	16,631,806	-11%
Sales of Surplus Equipment	1,347,139	250,000	250,000	-
Miscellaneous Revenues	19,143	61,000	61,000	-
Transfer from Other Funds	672,480	-	42,000	-
Total Revenues	20,907,459	19,015,108	16,984,806	-11%
Change in Fund Balance	\$3,542,901	\$1,142,631	\$919,116	-20%
Permanent FTEs	61.00	61.00	61.00	
Temporary FTEs	-	-	-	
Total Authorized FTEs	61.00	61.00	61.00	

Expenses by Line of Business

	FY 2013 Actuals	FY 2014 Adopted	FY 2015 Adopted	% Change '14 to '15
County Administrative and Vehicle Repair Section	\$14,086,749	\$13,911,667	\$12,791,321	-8%
School Fleet Repair Section	3,277,809	3,960,810	3,274,369	-17%
Total Expenditures	\$17,364,558	\$17,872,477	\$16,065,690	-10%

AUTOMOTIVE EQUIPMENT FUND
FUND SUMMARY

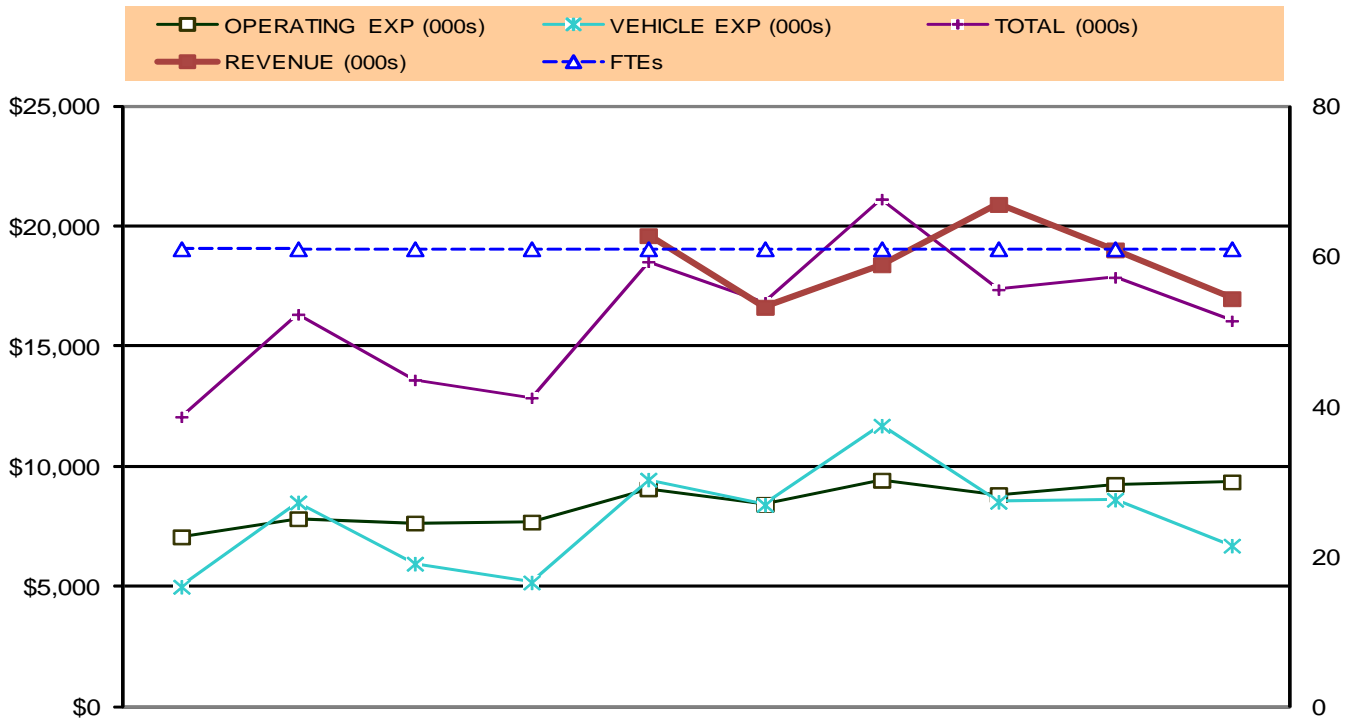
AUTOMOTIVE EQUIPMENT FUND
FUND STATEMENT

	FY 2013 ACTUAL	FY 2014 ADOPTED	FY 2014 RE-ESTIMATE	FY 2015 ADOPTED
ADJUSTED BALANCE, JULY 1	\$6,354,109	\$2,963,681	\$9,897,010	\$6,393,776
OPERATING RECEIPTS				
Maintenance/Operating Rental Book	5,854,869	5,856,134	5,856,134	5,780,563
Other Maintenance - Non Rental Book	632,432	270,000	270,000	270,000
Temporary Loan Vehicles	95,563	130,000	130,000	130,000
Schools Maint./ Operating	2,059,394	2,228,945	2,228,945	2,040,479
Subrogation Revenues	16,811	60,000	60,000	60,000
Miscellaneous	2,332	1,000	1,000	1,000
CAPITAL RECEIPTS				
County Fleet Replacement & Lease Purchase	9,264,540	8,570,728	8,570,728	6,891,129
Schools Replacement	961,899	1,648,301	1,648,301	1,519,635
Sales of Surplus Equipment	1,347,139	250,000	250,000	250,000
TOTAL RECEIPTS	20,234,979	19,015,108	19,015,108	16,942,806
OTHER FINANCING SOURCES				
Transfers from Other Funds	569,960	-	-	-
Transfers from General Fund	102,520	-	-	42,000
TOTAL TRANSFERS IN	672,480	-	-	42,000
TOTAL RECEIPTS AND TRANSFERS IN	20,907,459	19,015,108	19,015,108	16,984,806
TOTAL BALANCE, CAPITAL RESERVE, RECEIPTS AND TRANSFERS IN	27,261,568	21,978,789	28,912,118	23,378,582
OPERATING EXPENSES				
Administration, Maintenance	6,959,658	6,943,283	6,943,283	7,063,453
Schools	1,871,565	2,312,509	2,312,509	2,297,754
Subtotal	8,831,223	9,255,792	9,255,792	9,361,207
CAPITAL EXPENSES				
Encumbrance/ Incomplete Projects	-	-	6,099,662	-
Replacements to Fleet (County)	5,379,870	3,915,374	3,915,374	4,227,879
Replacements to Fleet (Schools)	1,406,244	1,648,301	1,648,301	976,615
Additions to Fleet	428,029	-	-	42,000
Lease Purchase	1,189,192	2,923,010	1,469,213	1,327,989
Subtotal	8,403,335	8,486,685	13,132,550	6,574,483
TOTAL EXPENSES	17,234,558	17,742,477	22,388,342	15,935,690
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	17,364,558	17,872,477	22,518,342	16,065,690
BALANCE, JUNE 30	\$9,897,010	\$4,106,312	\$6,393,776	\$7,312,892

Notes:

- 1) Fund Balance is reserved for financing encumbrances and incomplete projects carried over from the previous fiscal year.
- 2) Fund Balance decreases from FY 2013 to FY 2014 due to use of fund balance for incomplete projects from the prior fiscal year.
- 3) Fund Balance increases from the FY 2014 re-estimate to the adopted FY 2015 budget and will be used in future years to fund replacement vehicles.

EXPENDITURE, REVENUE, AND FULL-TIME EQUIVALENT TRENDS



	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Adopted Budget	FY 2015 Adopted Budget
OPERATING EXP (000s)	\$7,072	\$7,827	\$7,648	\$7,689	\$9,070	\$8,429	\$9,431	\$8,832	\$9,255	\$9,361
VEHICLE EXP (000s)	\$4,997	\$8,507	\$5,956	\$5,172	\$9,452	\$8,407	\$11,698	\$8,533	\$8,617	\$6,704
TOTAL (000s)	\$12,069	\$16,334	\$13,604	\$12,861	\$18,522	\$16,836	\$21,129	\$17,365	\$17,872	\$16,066
REVENUE (000s)					\$19,606	\$16,628	\$18,398	\$20,907	\$19,015	\$16,984
FTEs	61.0	61.0	61.0	61.0	61.0	61.0	61.0	61.0	61.0	61.0

- 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 2006	<ul style="list-style-type: none"> ▪ One vehicle was added to the Police Department for a motorcycle police officer (\$21,600). ▪ Transferred a Budget Analyst (1.0) FTE from the Automotive Equipment Fund to the Capital Assets Support Unit in the General Fund. 	(1.0)
FY 2007	<ul style="list-style-type: none"> ▪ An increase in the vehicle replacement budget (\$719,785) is primarily due to accelerated replacement of four fire vehicles, and unanticipated steel price increases. ▪ An increase in Inter-Departmental charges (\$1,154,268) is due to increases in vehicle replacement costs, maintenance costs, and the number of vehicles included in the fleet that are being maintained (including police vehicles purchased with grant funds, additions to the ART bus fleet, and DPRCR mobile stage units). 	
FY 2008	<ul style="list-style-type: none"> ▪ 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 	

Fiscal Year	Description	FTEs
	<p style="margin-left: 20px;">maintenance supplies (\$63,956).</p> <ul style="list-style-type: none"> ▪ 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 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). ▪ 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. 	

Fiscal Year	Description	FTEs
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 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). 	