

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 2019 adopted expenditure budget for the Department of Environmental Services' (DES) Automotive Equipment Fund is \$16,462,216, a two percent increase from the FY 2018 adopted budget. The FY 2019 budget reflects:

- ↑ Personnel increases due to employee salary increases, an increase in the County's cost for employee health insurance, and retirement contributions based on current actuarial projections.
- ↓ Non-personnel decreases due to adjustments to the annual expense for maintenance and replacement of County vehicles (\$26,112).
- ↑ Vehicle replacement expenses increase (\$668,818), partially offset by a decrease (\$251,411) in Lease Purchase expenses.
- ↑ Sales of Surplus Equipment increase due to an adjustment to the FY 2019 budget (\$50,000).

FUND FINANCIAL SUMMARY

	FY 2017 Actual	FY 2018 Adopted	FY 2019 Adopted	% Change '18 to '19
Personnel	\$5,903,236	\$6,482,343	\$6,575,823	1%
Non-Personnel	2,496,288	2,962,215	2,936,103	-1%
Accident Repairs	564,643	291,200	291,200	-
Additions	74,051	185,835	-	-100%
Replacement	7,060,818	6,111,683	6,529,090	7%
Subtotal	16,099,036	16,033,276	16,332,216	2%
Insurance/Other Transfers	130,000	130,000	130,000	-
Total Net Expenditures	16,229,036	16,163,276	16,462,216	2%
County & School Revenues	18,003,208	17,536,417	17,273,954	-1%
Sales of Surplus Equipment	575,264	250,000	300,000	20%
Miscellaneous Revenues	75,822	61,000	61,000	-
Transfer from General Fund	100,500	156,835	-	-100%
Transfer from General Capital Projects Fund	-	-	-	-
Transfer from Utilities Fund	-	29,000	-	-100%
Total Revenues	18,754,794	18,033,252	17,634,954	-2%
Change in Fund Balance	2,525,758	\$1,869,976	\$1,172,738	-37%
Permanent FTEs	63.00	63.00	63.00	
Temporary FTEs	-	-	-	
Total Authorized FTEs	63.00	63.00	63.00	

AUTOMOTIVE EQUIPMENT FUND
FUND SUMMARY

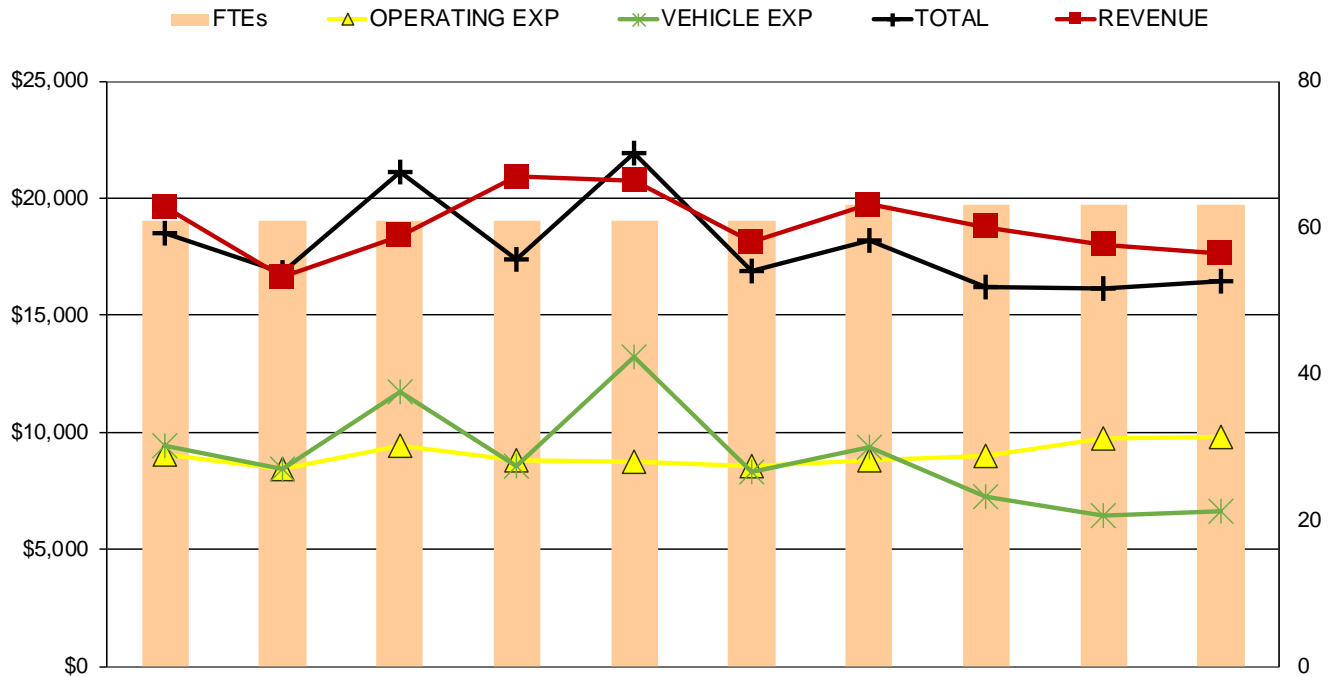
AUTOMOTIVE EQUIPMENT FUND
FUND STATEMENT

	FY 2017 ACTUAL	FY 2018 ADOPTED	FY 2018 RE-ESTIMATE	FY 2019 ADOPTED
ADJUSTED BALANCE, JULY 1	\$11,485,412	\$9,069,562	\$14,011,171	\$10,797,609
OPERATING RECEIPTS				
Maintenance/Operating Rental Book	6,020,254	5,733,476	5,733,476	5,458,696
Other Maintenance - Non Rental Book	451,593	270,000	270,000	400,000
Temporary Loan Vehicles	0	130,000	130,000	130,000
Schools Maint./ Operating	2,090,824	2,125,534	2,125,534	2,018,004
Other Maintenance - Non Rental Book Schools	58,381	120,000	120,000	120,000
Subrogation Revenues	75,665	60,000	60,000	60,000
Miscellaneous	157	1,000	1,000	1,000
CAPITAL RECEIPTS				
County Fleet Replacement & Lease Purchase	7,676,752	7,445,428	7,463,287	7,376,548
Schools Replacement	1,705,404	1,711,979	1,711,979	1,770,706
Sales of Surplus Equipment	575,265	250,000	250,000	300,000
TOTAL RECEIPTS	18,654,295	17,847,417	17,865,276	17,634,954
OTHER FINANCING SOURCES				
Transfers from Other Funds	-	29,000	29,000	-
Transfers from General Fund	100,500	156,835	32,000	-
TOTAL TRANSFERS IN	100,500	185,835	61,000	-
TOTAL RECEIPTS AND TRANSFERS IN	18,754,795	18,033,252	17,926,276	17,634,954
TOTAL BALANCE, CAPITAL RESERVE, RECEIPTS AND TRANSFERS IN	30,240,207	27,102,814	31,937,447	28,432,563
OPERATING EXPENSES				
Administration, Maintenance	7,210,843	7,490,224	7,490,224	7,441,807
Schools	1,753,324	2,245,534	2,245,534	2,361,319
Subtotal	8,964,167	9,735,758	9,735,758	9,803,126
CAPITAL EXPENSES				
Encumbrance/ Incomplete Projects	-	-	5,101,397	-
Replacements to Fleet (County)	3,712,241	2,848,293	2,848,293	3,517,111
Replacements to Fleet (Schools)	2,048,416	1,711,979	1,711,979	1,711,979
Additions to Fleet	74,051	185,835	61,000	-
Lease Purchase	1,300,161	1,551,411	1,551,411	1,300,000
Subtotal	7,134,869	6,297,518	11,274,080	6,529,090
TOTAL EXPENSES	16,099,036	16,033,276	21,009,838	16,332,216
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	16,229,036	16,163,276	21,139,838	16,462,216
BALANCE, JUNE 30	\$14,011,171	\$10,939,538	\$10,797,609	\$11,970,347

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 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
\$ in 000s	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Adopted Budget	Adopted Budget
OPERATING EXP	\$9,070	\$8,429	\$9,431	\$8,832	\$8,716	\$8,558	\$8,825	\$8,964	\$9,736	\$9,803
VEHICLE EXP	\$9,452	\$8,407	\$11,698	\$8,533	\$13,239	\$8,333	\$9,359	\$7,265	\$6,428	\$6,659
TOTAL	\$18,522	\$16,836	\$21,129	\$17,365	\$21,955	\$16,891	\$18,184	\$16,229	\$16,163	\$16,462
REVENUE	\$19,606	\$16,628	\$18,398	\$20,907	\$20,760	\$18,117	\$19,742	\$18,755	\$18,033	\$17,635
FTEs	61.00	61.00	61.00	61.00	61.00	61.00	63.00	63.00	63.00	63.00

Fiscal Year	Description	FTEs
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 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). 	

Fiscal Year	Description	FTEs
	<ul style="list-style-type: none"> ▪ 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 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. 	2.0

Fiscal Year	Description	FTEs
	<ul style="list-style-type: none"> ▪ 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). 	
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). 	
FY 2018	<ul style="list-style-type: none"> ▪ Additions expense increases due to the purchase of vehicles for DES' Streetlights program and a new Construction Manager in Water, Sewer, and Streets (\$185,835). ▪ Transfer from other funds increase due to transfers from the General Fund (\$156,835) and the General Capital Projects Fund (\$29,000) for the purchase of additions to the fleet. ▪ Vehicle replacement expenses decrease (\$1,503,879) relative to the number and configuration of vehicles replaced in FY 2017 based on mileage, condition, age, and departmental needs. 	
FY 2019	<ul style="list-style-type: none"> ▪ Non-personnel decreased due to adjustments to the annual expense for maintenance and replacement of County vehicles (\$26,112). ▪ Vehicle replacement expenses increased (\$668,818), partially offset by a decrease (\$251,411) in Lease Purchase expenses. ▪ Sales of Surplus Equipment increased due to an adjustment to the FY 2019 budget (\$50,000). 	