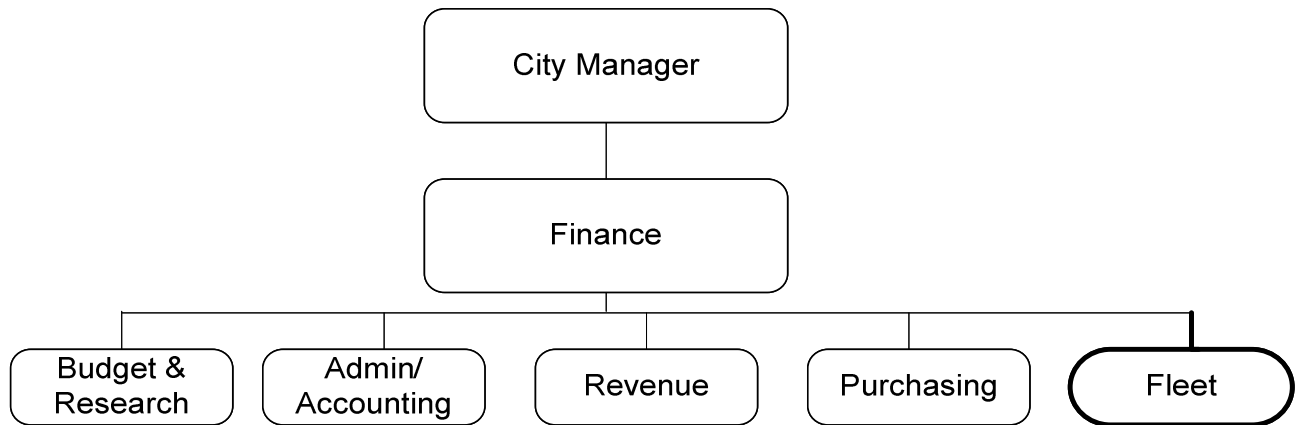


FLEET MAINTENANCE & REPLACEMENT FUND

Mission Statement

"The mission of the Fleet Management Fund is to provide necessary vehicles and equipment as well as repairs and maintenance on these vehicles and equipment to various departments and divisions within the City organization. This function is essential in order that the City may meet the needs of its citizens."



This internal service fund centralizes the expenditures for maintenance and replacement of vehicles for all participating departments. Each City department makes annual payments according to the types of vehicles leased.

FLEET MAINTENANCE & REPLACEMENT FUND

<i>Sustainability and Adaptability</i>		FY 12-13 Target	FY 12-13 Actual
Goal: To provide a variety of necessary vehicles and equipment to City departments by ensuring adequate vehicle availability, expedient repairs, aggressive preventative maintenance procedures, and cost productive practices.			
Objective: Maintain 95% fleet availability.	Measure: Percent of vehicles and equipment available in relation to total number of vehicles and equipment	95%	98.73%
Objective: Complete 65% of work orders in 24 hours or less.	Measure: Percent of work orders completed in 24 hours or less in relation to total number completed work orders.	65%	54%
Objective: Complete 87% of all preventative maintenance within scheduled time window.	Measure: Percent of preventative maintenance completed in scheduled time window in relation to total number of completed PM's.	87%	69%
Objective: Maintain 80% ratio of hours billed to billable hours.	Measure: Percent of hours billed in relation to total annual billable hours.	80%	69%

This is a select representation from the goals, objectives, and performance measures managed by the Fleet Replacement Fund

FLEET MAINTENANCE & REPLACEMENT FUND

BUDGET SUMMARY

	FY 11-12 Actual	FY 12-13 Adopted	FY 12-13 Adjusted	FY 13-14 Adopted	% Change FY 12-13 to FY 13-14
Expenditures by Section					
Fleet Operations	3,393,936	5,555,354	6,620,541	7,629,114	
Debt Service	800,394	-	-	-	
Total	4,194,330	5,555,354	6,620,541	7,629,114	37.3%
Expenditures by Category					
Personnel	587,491	593,896	625,296	592,838	
Benefits	168,844	191,640	193,010	197,761	
Operating	1,149,593	240,039	264,641	287,764	
Capital Outlay	1,257,279	3,199,700	4,264,887	5,267,701	
Nondepartmental	230,729	1,330,079	1,272,707	1,283,050	
Debt Service	800,394	-	-	-	
Total	4,194,330	5,555,354	6,620,541	7,629,114	37.3%
Authorized Positions	13	13	13	13	

The Fleet Maintenance and Replacement Fund budget for FY 2014 reflects an increase of 37.3%. The primary driver of this increase is in capital outlay where the cost for scheduled replacement vehicles is budgeted. For FY 2014, approximately \$1.4 million is included for the replacement of a tower truck for the Fire Department.

Also included in the Fleet budget is approximately \$42,000 for the reconfiguration of the Fuel Master system. The system is designed to upload transactions automatically, use a fuel card that can be used onsite or off, and allow the City to buy bulk fuel at the most optimal time. Fleet is also opting to utilize an existing function within the Faster system that will allow for the bar-coding of all parts and automatically bill to work orders eliminating a manual and painstaking process currently in place. The cost for using this enhancement option is approximately \$6,000 and includes the scanner and labeler.

DEBT SERVICE FUND

This service/reserve fund was established in FY 2004-05 to set aside resources to meet current and future debt service requirements on general long-term debt.

BUDGET SUMMARY

	FY 11-12 Actual	FY 12-13 Adopted	FY 12-13 Adjusted	FY 13-14 Adopted	% Change FY 12-13 to FY 13-14
Water & Sewer Bond Principal	2,985,000	2,945,000	2,945,000	2,900,000	
Water & Sewer Installment Principal	885,000	925,000	925,000	965,000	
Water & Sewer Bond Interest	424,672	362,830	362,830	225,478	
Water & Sewer Installment Interest	724,320	688,920	688,920	651,920	
Water & Sewer Fiscal Agent Fees	85,573	73,178	73,178	53,870	
Limited Obligation Bonds	26,999,311	-	-	-	
Bond Principal	1,340,000	1,630,000	1,630,000	2,065,000	
Installment Principal	3,894,457	5,711,627	5,621,293	5,805,558	
Bond Interest	749,041	889,725	889,725	1,019,563	
Installment Interest	4,765,097	4,563,419	4,513,794	4,283,014	
Fiscal Agent Fees	213,238	43,166	48,166	42,877	
Bond Issuance Costs	322,093	-	-	-	
Reserve for Future Debt	-	956,722	282,622	742,639	
Nondepartmental	-	104,000	111,000	57,049	
Transfer to Other Funds					
Capital Projects Streets & Sidewalks	-	1,514,152	1,514,152	1,494,553	
Capital Projects Parks & Recreation	-	40,000	40,000	90,000	
Capital Projects Public Facilities	-	86,600	86,600	56,200	
Capital Projects Parking	-	-	669,100	-	
Parking Facilities	-	-	132,959	260,954	
Allocated Costs	124,316	124,316	124,316	124,948	
Total	43,512,118	20,658,655	20,658,655	20,838,623	0.9%

For fiscal year 2013-14 the Debt Service Fund will reserve approximately \$21 million to cover current and future debt obligations associated with the Capital Improvement Program in the General Fund as well as debt and fiscal agent fees in the amount of \$4,796,268 that cannot be transferred to the Cape Fear Public Utility Authority. The latter however, is offset with revenues from the Authority to cover this obligation until it is retired.

The expenditures also reflect transfers of 20% of the FY 14 project totals resultant from the implementation in FY 2013 of the 80/20 capital plan. This plan provides for a dedicated \$0.0500 cents on the City's ad valorem rate to provide for an 80% financed, 20% pay-as-you-go plan for the City's recommended 5-year Capital Improvement Program from FY 2013 through FY 2017.

The transfer to the Parking Facilities Fund in the amount of \$260,954 is for the debt associated with the purchase of the Water Street Deck. This amount is reflected as a revenue in the Parking Facilities Fund to cover the debt service in that fund.

TECHNOLOGY REPLACEMENT FUND

This internal service fund provides for the scheduled replacement of computers and other technology hardware in order to fully realize the benefits of improving technology and assures that the organization's workforce has the tools available to maximize productivity. The fund also provides for cloud computing services.

BUDGET SUMMARY

	FY 11-12 Actual	FY 12-13 Adopted	FY 12-13 Adjusted	FY 13-14 Adopted	% Change FY 12-13 to FY 13-14
Technology Services	401,616	900,000	933,393	900,000	
Technology Replacement	293,238	220,400	232,244	338,671	
Total	694,854	1,120,400	1,165,637	1,238,671	10.6%

The FY 2013-14 budget for the Technology Replacement Fund will provide for the replacement of scheduled equipment that includes replacement of 29 of 80 PC's purchased in 2006, 12 laptops with docking stations, 13 Police and 5 Fire mobile data terminals, 9 Information Technology servers, 6 training PC's for Human Resources, 2 GIS work stations as well as miscellaneous equipment, repairs and upgrades. Funding is also included for cloud computing services provided to the City.

CONVENTION CENTER OPERATIONS FUND

This operating fund was established in FY 2007-08 to set aside resources to meet operating expenditures associated with the construction and operation of the Convention Center.

BUDGET SUMMARY

	FY 12-13 Adopted	FY 13-14 Adopted	% Change FY 12-13 to FY 13-14
Operating	3,123,315	3,244,850	
Debt Service	4,233,047	4,228,153	
Total	7,356,362	7,473,003	1.6%

The Convention Center Operations Fund budget for FY 2013-14 reflects a slight increase over FY 2013 service costs associated with the convention center and parking facility. This budget also funds personnel expenditures for food and beverage operations, general administrative costs, parking facility expenditures and utilities. Funding for the continued management by SMG, marketing by the Convention and Visitors Bureau (CVB), and the ongoing coordination and management by City staff is also included.

SPECIAL PURPOSE FUND

The Special Purpose Fund is primarily supported by grants, donations to the City, and contributions from the General Fund for special purpose projects. Each project is identified with its own project title and code and is life-to-date.

BUDGET SUMMARY

	FY 12-13 Adopted	FY 13-14 Adopted	% Change FY 12-13 to FY 13-14
Metropolitan Planning Administration - MP1314			
Personnel	-	491,339	
Benefits	-	167,327	
Operating	-	253,154	
Total	-	911,820	100.0%
Annual Housing Summit - 14EP10			
Reserve	-	10,000	
Total	-	10,000	100.0%
Ten Year Plan to End Chronic Homelessness - 07CD10			
Operating	50,000	50,000	
Total	50,000	50,000	0.0%
Red Light Cameras - Safelight - 08TR10			
Operating	1,390,536	1,325,636	
Total	1,390,536	1,325,636	-4.7%
UDAG and Miscellaneous Income Projects - 5FN051			
Transfers Out	-	82,460	
Total	-	82,460	100.0%

The Wilmington Urban Area has now exceeded 200,000 in population and as such the Metropolitan Planning Organization is now designated as a Transportation Management Area (TMA). The TMA designation includes additional requirements that include more frequent updates of the Metropolitan Transportation Plan, completion of a Congestion Management Process and reporting to the Federal Highway Administration and Federal Transit Administration. Along with the TMA designation there accompanies Surface Transportation Program-Direct Attributable (STP-DA) and Transportation Alternatives (TA) funds that are provided to the MPO for project implementation and reporting requirements. These funds are in addition to the Section 104(f) PL and Section 5303 funds currently used to offset expenditures to complete the federal and state transportation planning requirements of the North Carolina Department of Transportation and Federal Highway Administration.

The City of Wilmington serves as the Lead Planning Agency for the Wilmington MPO. Until this fiscal year, operating expenditures associated with this effort were accounted for in the Department of Planning, Development and Transportation budget. Due to the additional funding sources now afforded the TMA designation, and to properly monitor, verify and record expenditures associated with the multiple funding sources as well as account for the multi-member match contributions to the WMPO, the Metropolitan Planning Administration MP1314 Special Purpose project has been established.

The first annual affordable housing summit is scheduled for the fall of 2013. The funding represents the support of this initiative however, the steering committee for the summit is committed to securing sponsors for the event to defray the City's contribution.

Level funding is provided for the ten-year plan to end chronic homelessness; a program spearheaded by the Cape Fear Area United Way.

The budget for the Safelight program reflects the operating expenses and the required 90% contribution of the total fines paid to the New Hanover County Board of Education. This year's budget is approximately 5% lower than FY 2013, primarily due to available balances in the project thereby reducing the contribution required by the City for operating expenditures.

The UDAG and miscellaneous income project budget reflects a transfer of available program income to the HOME Investment Partnership Fund as reimbursement to the HOME fund for two properties it funded through the Cape Fear Regional Community Development Corporation that failed to meet the period of affordability requirements.

The budget for SABLE is also included in the Special Purpose Fund however, is presented under Public Safety with the Police Department budget.