

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2019-20

Department: **BUILDING
 MAINTENANCE (01330)**
 Function: **General**
 Activity: **Property Management**
 Fund: **General**

| | <u>ACTUAL 2017-18</u> | <u>BOARD APPROVED 2018-19</u> | <u>DEPARTMENT REQUEST 2019-20</u> | <u>CAO RECOMMENDED 2019-20</u> |
|-----------------------------------------------|---------------------------|---------------------------------------|-------------------------------------------|----------------------------------------|
| <u>ESTIMATED REVENUES:</u> | | | | |
| CHARGES FOR CURRENT SERVICES | | | | |
| 662800 Interfund Revenue | 11,537 | 0 | 0 | 0 |
| TOTAL CHARGES FOR CURRENT SERVICES | 11,537 | 0 | 0 | 0 |
| MISCELLANEOUS REVENUE | | | | |
| 670000 Intrafund Revenue | 110,967 | 215,500 | 371,299 | 371,299 |
| 673000 Miscellaneous Revenue | 106,732 | 0 | 0 | |
| TOTAL MISCELLANEOUS REVENUE | 110,967 | 215,500 | 371,299 | 371,299 |
| <u>TOTAL ESTIMATED REVENUES</u> | <u>122,504</u> | <u>215,500</u> | <u>371,299</u> | <u>371,299</u> |
| <u>EXPENDITURES:</u> | | | | |
| SALARIES & EMPLOYEE BENEFITS | | | | |
| 710102 Permanent Salaries | 415,483 | 517,885 | 535,389 | 535,389 |
| 710102 Temporary Salaries | 78,047 | 0 | 0 | 0 |
| 710105 Overtime | 9,313 | 0 | 0 | 0 |
| 710106 Stand-By Pay | 27,833 | 30,000 | 32,000 | 32,000 |
| 710200 Retirement | 152,819 | 169,852 | 185,255 | 185,255 |
| 710300 Health Insurance | 65,185 | 96,627 | 93,358 | 93,358 |
| 710400 Workers' Compensation Insurance | 98,317 | 104,759 | 86,559 | 86,559 |
| TOTAL SALARIES & EMPLOYEE BENEFITS | 846,996 | 919,123 | 932,561 | 932,561 |
| SERVICES & SUPPLIES | | | | |
| 720200 Clothing & Personal Supplies | 3,087 | 4,500 | 4,500 | 4,500 |
| 720300 Communications | 5,917 | 5,800 | 5,900 | 5,900 |
| 720500 Household Expense | 218 | 500 | 500 | 500 |
| 720600 Insurance | 3,914 | 5,319 | 5,976 | 5,976 |
| 720800 Maintenance - Equipment | 6,756 | 33,000 | 61,000 | 61,000 |

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2019-20**

Department: **BUILDING
MAINTENANCE (01330)**
Function: **General**
Activity: **Property Management**
Fund: **General**

| | ACTUAL 2017-18 | BOARD APPROVED 2018-19 | DEPARTMENT REQUEST 2019-20 | CAO RECOMMENDED 2019-20 |
|------------------------------------------------|---------------------------|---------------------------------------|-------------------------------------------|----------------------------------------|
| SERVICES & SUPPLIES (continued) | | | | |
| 720900 Maintenance - Structures & Grounds | 136,418 | 167,567 | 196,000 | 196,000 |
| 720905 Maintenance - Structures & Grounds-Jail | 115,182 | 95,000 | 105,000 | 105,000 |
| 721300 Office Expense | 128 | 500 | 500 | 500 |
| 721400 Professional & Specialized Services | 186,927 | 135,000 | 176,500 | 176,500 |
| 721600 Rents & Leases - Equipment | 35,295 | 44,880 | 36,000 | 36,000 |
| 721800 Small Tools & Instruments | 4,799 | 4,000 | 4,000 | 4,000 |
| 721805 Small Tools & Instruments-Jail | 146 | 2,000 | 2,000 | 2,000 |
| 721900 Special Departmental Expense | 10,023 | 5,000 | 5,000 | 5,000 |
| 722000 Transportation & Travel | 114 | 1,000 | 1,000 | 1,000 |
| TOTAL SERVICES & SUPPLIES | 508,925 | 504,066 | 603,876 | 603,876 |
| FIXED ASSETS | | | | |
| 740200 Buildings & Improvements | 17,455 | 0 | 0 | 0 |
| 740301 EQPT/Furniture >\$5000 | 0 | 0 | 25,000 | 25,000 |
| TOTAL FIXED ASSETS | 17,455 | 0 | 25,000 | 25,000 |
| <u>TOTAL EXPENDITURES</u> | <u>1,373,376</u> | <u>1,423,189</u> | <u>1,561,437</u> | <u>1,561,437</u> |
| <u>NET COUNTY COST (EXP - REV)</u> | <u>1,250,872</u> | <u>1,207,689</u> | <u>1,190,138</u> | <u>1,190,138</u> |

BUILDING MAINTENANCE

COMMENTS

Building Maintenance performs routine and skilled maintenance, remodeling, installation, and repair to a variety of facilities county-wide, including, but not limited to, plumbing, electrical, painting, and structural elements. Building Maintenance also operates and maintains all plant equipment, such as heating, cooling, ventilating, mechanical, and utility systems.

ESTIMATED REVENUES

673000 Intrafund Revenue (\$371,299) are anticipated in charges to subvented departments for building maintenance services.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$535,389) are recommended increased \$17,504 based on the recommended staffing levels and cost of living increases.

710103 Temporary Salaries (\$0) are not recommended.

700106 Stand-By Pay (\$32,000) is recommended increased \$2,000 for Stand-By Pay, which provides for two workers (one for general County facilities, and one for the County Jail and Juvenile Hall) to remain on call to respond to alarms and emergencies that occur on nights, weekends, and holidays.

710200 Retirement (\$185,255) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$93,358) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$86,559) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720200 Clothing & Personal Supplies (\$4,500) is recommended unchanged for uniform rental, boot reimbursement, rain gear, gloves, safety equipment, and first aid supplies.

BUILDING MAINTENANCE

SERVICES & SUPPLIES (continued)

- 720300** **Communications** (\$5,900) is recommended increased \$100 based on the Department's projected share of telecommunications cost, including monthly cell phone costs (11 cell phones) for staff to utilize the County's CRM system.
- 720500** **Household Expense** (\$500) is recommended unchanged to supply materials not covered under the janitorial contract.
- 720600** **Insurance** (\$5,976) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$61,000) is recommended increased \$28,000 for leased vehicle costs charged by Central Garage, generator load testing and service of the generators at the Government Center, Jail, Sheriff's Office, and Juvenile Hall, and replacement solar panels at the Road 28 ground-mounted solar system. Also included in this budget are costs for maintenance of all shop equipment, such as forklift, crane, generator, bucket truck, and saws. Generator inspections for County facilities and gasoline for the two off-road vehicles assigned to this Department are also funded from this account.
- 720900** **Maintenance - Structures & Grounds** (\$196,000) is recommended increased \$28,433 for anticipated repairs to the Sheriff's Department roof, boiler repairs at the old Courthouse, and door repairs at the Government Center. This account also funds necessary supplies to perform maintenance work on County facilities, and \$13,000 for pest control services for County facilities.
- 720905** **Maintenance - Structures & Grounds - Jail** (\$105,000) is recommended increased \$10,000 due to an increase in cost to steam clean the exhaust systems in the Jail kitchen.
- 721300** **Office Expense** (\$500) is recommended unchanged to purchase office and computer supplies.
- 721400** **Professional & Specialized Services** (\$176,000) are recommended increased \$41,500. Services included here are: preventative maintenance services for the heating and air-conditioning (HVAC) systems and controls within various County facilities; Fire System testing of County facilities (\$67,956); Fire System repairs of County facilities (\$20,000); gate maintenance at the County Jail (\$7,000); elevator maintenance at the Government Center and County Library (\$21,048). The remainder of funds are used for various unanticipated professional services needed throughout the year (\$66,995).
- 721600** **Rents & Leases - Equipment** (36,000) is recommended reduced \$8,880 based on actual and projected costs for mileage for rental vehicles from the Central Garage, and any other necessary rental equipment.
- 721800** **Small Tools & Instruments** (\$4,000) are recommended unchanged for tool and small instrument replacement. This account funds purchases of small hand tools for plumbing, electrical, painting, carpentry, sewer, and other related trades.

BUILDING MAINTENANCE

SERVICES & SUPPLIES (continued)

- 721805** **Small Tools & Instruments - Jail** (\$2,000) are recommended unchanged for small tool replacement for the County Jail.
- 721900** **Special Departmental Expense** (\$5,000) is recommended unchanged based on actual and projected costs for the annual non-community water system fee and water testing required for the Bass Lake Government Center. This account also funds the annual generator permits required by the San Joaquin Valley Air Pollution Control District; and the Department's share of the annual CAMS system costs.
- 722000** **Transportation & Travel** (\$1,000) is recommended unchanged for travel and training expenses for the County Management Workshop and County General Services Association conference.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2019-20**

Department: **BUILDING
 MAINTENANCE (01330)**
 Function: **General**
 Activity: **Property Management**
 Fund: **General**

| <u>JCN</u> | <u>CLASSIFICATION</u> | <u>2018-19 Authorized Positions</u> | | <u>2019-20 Proposed Positions</u> | | <u>Y-O-Y Changes in Positions</u> | | <u>Notes</u> |
|--------------|---------------------------------------------------|---------------------------------------------|-----------------|-------------------------------------------|-----------------|-------------------------------------------|-----------------|--------------|
| | | <u>Funded</u> | <u>Unfunded</u> | <u>Funded</u> | <u>Unfunded</u> | <u>Funded</u> | <u>Unfunded</u> | |
| 3821 | Building Crafts & Maintenance Supervisor | 1.0 | - | 1.0 | - | - | - | |
| 3823 | Building Crafts & Maintenance Worker I or | | | | | | | |
| 3822 | Building Crafts & Maintenance Worker II | 5.0 | - | 5.0 | - | - | - | |
| 3730 | Heating & Air Conditioning Maintenance Specialist | 2.0 | - | 2.0 | - | - | - | |
| 3820 | Senior Building Crafts & Maintenance Worker | 2.0 | 1.0 | 2.0 | 1.0 | - | - | |
| TOTAL | | 10.0 | 1.0 | 10.0 | 1.0 | - | - | |

NOTES: