

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

Department: **GROUNDS
 MAINTENANCE (01360)**
 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	39,386	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	39,386	0	0	0
MISCELLANEOUS REVENUE				
670000 INTRAFUND REVENUE	51,277	105,000	110,000	110,000
TOTAL MISCELLANEOUS REVENUE	51,277	105,000	110,000	110,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>90,663</u>	<u>105,000</u>	<u>110,000</u>	<u>110,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	207,422	251,428	259,509	259,509
710103 Temporary Salaries	29,939	0	0	0
710200 Retirement	74,193	74,047	89,795	89,795
710300 Health Insurance	40,533	52,429	44,419	44,419
710400 Workers' Compensation Insurance	18,269	19,470	7,568	7,568
TOTAL SALARIES & EMPLOYEE BENEFITS	370,356	397,374	401,292	401,292
SERVICES & SUPPLIES				
720100 Agricultural	0	1,750	3,500	3,500
720200 Clothing & Personal Supplies	2,118	3,500	3,500	3,500
720300 Communications	2,029	2,895	2,995	2,995
720500 Household Expense	3,743	2,000	2,000	2,000
720600 Insurance	21,336	8,808	6,931	6,931
720800 Maintenance - Equipment	20,110	12,500	20,000	20,000
720900 Maintenance - Structures & Grounds	6,887	16,000	16,000	16,000
721300 Office Expense	103	150	150	150
721306 Eqpt<FA Limit	821	0	0	0
721400 Professional & Specialized Services	21,261	0	0	0

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

Department: **GROUNDS
MAINTENANCE (01360)**
Function: **General**
Activity: **Property Management**
Fund: **General**

	ACTUAL <u>2017-18</u>	BOARD APPROVED <u>2018-19</u>	DEPARTMENT REQUEST <u>2019-20</u>	CAO RECOMMENDED <u>2019-20</u>
SERVICES & SUPPLIES (continued)				
721600 Rents & Leases - Equipment	19,190	18,600	20,600	20,600
721800 Small Tools & Instruments	1,228	7,500	7,500	7,500
721900 Special Departmental Expense	383	500	500	500
722000 Transportation & Travel	0	500	500	500
TOTAL SERVICES & SUPPLIES	99,209	74,703	84,176	84,176
FIXED ASSETS				
740300 Equipment/Furniture	0	0	24,000	24,000
TOTAL FIXED ASSETS	0	0	24,000	24,000
<u>TOTAL EXPENDITURES</u>	469,566	472,077	509,468	509,468

GROUNDS MAINTENANCE

COMMENTS

Grounds Maintenance provides landscape maintenance and irrigation systems repair to parks and landscaped areas, as well as plans and installs new landscaped areas, as directed, around County facilities. As time permits, Grounds Maintenance assists in projects funded through the Flood Control budget (15010). Time spent by Grounds Maintenance staff directly related to flood control activities is charged to the Interfund Expense account in the Flood Control budget.

ESTIMATED REVENUES

670000 Intrafund Revenue (\$110,000) is anticipated in charges to subvented departments for grounds maintenance services.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$259,509) are recommended increased \$8,081 based on the recommended staffing levels and the cost of living increases.

710103 Temporary Salaries (\$0) are not recommended next fiscal year based on projected need.

710200 Retirement (\$89,795) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$44,419) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$7,568) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720100 Agriculture (\$3,500) is recommended increased \$1,750 based on the need to added expenses to maintain County Fire Stations that were previously maintained by Fire volunteers. Current and projected expenses will include required fertilizers, herbicides, insecticides, replacement trees and shrubs, and lawn seed.

720200 Clothing & Personal Supplies (\$3,500) are recommended unchanged. Expenses include uniforms, rain gear, and gloves.

GROUNDS MAINTENANCE

SERVICES & SUPPLIES (continued)

- 720200** **Clothing & Personal Supplies** (\$3,500) are recommended unchanged. Expenses include uniforms, rain gear, and gloves.
- 720300** **Communications** (\$2,995) are recommended increased \$100 based on the Department's projected share of telecommunications cost, including monthly cell phone costs for staff to utilize the County's CRM system.
- 720500** **Household Expense** (\$2,000) is recommended unchanged based on current and projected expenses for janitorial supplies needed for County Parks and the maintenance shop.
- 720600** **Insurance** (\$6,931) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$20,000) is recommended increased \$7,500 based on current and projected expenditures for maintenance of lawn care equipment and gasoline for non-road equipment.
- 720900** **Maintenance - Structures and Grounds** (\$16,000) is recommended unchanged for county-wide expenses including physical improvements to the grounds, such as sidewalk repair, curbs, mow strips, sprinkler extensions and repairs, restroom repairs, etc. Additional funds are necessary to adequately maintain park space.
- 721300** **Office Expense** (\$150) is recommended unchanged.
- 721306** **Eqpt<FA Limit** (\$0) is not recommended.
- 721400** **Professional & Specialized Services** (\$0) is not recommended.
- 721600** **Rents & Leases - Equipment** (\$20,600) are recommended increased \$2,000 due to additional mileage to maintain County Fire Stations that were previously maintained by volunteer. Based on actual and projected costs for rental of vehicles from the Central Garage and any necessary rental equipment.
- 721800** **Small Tools & Instruments** (\$7,500) are recommended unchanged to purchase replacement tools, such as weedwackers, edgers, and trimmers, needed to perform routine landscape maintenance county-wide.
- 721900** **Special Departmental Expense** (\$500) is recommended unchanged based on current and projected expenses for Grounds Maintenance's portion of the WinCams annual invoice, as well as for registration and supplies for application of chemical materials.

GROUNDS MAINTENANCE

SERVICES & SUPPLIES (continued)

722000 Transportation & Travel (\$500) is recommended unchanged for registration fees and meals associated with landscaping and grounds maintenance seminars, as well as for training for various certifications.

FIXED ASSETS

740300 Equipment/Furniture (\$24,000) is recommended to purchase a replacement riding mower.

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

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 MAINTENANCE (01360)**
 Function: **General**
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<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>	
3830	Grounds/Flood Control Maintenance Supervisor	1.0	-	1.0	-	-	-	
3834	Grounds/Flood Control Maintenance Worker I							
3835	Grounds/Flood Control Maintenance Worker II	4.0	3.0	4.0	3.0	-	-	
3836	Senior Grounds/Flood Control Maintenance Worker	1.0	-	1.0	-	-	-	
TOTAL		6.0	3.0	6.0	3.0	-	-	

NOTES: