

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2020-21

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

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
<u>ESTIMATED REVENUES:</u>				
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	371,299	371,299	215,000	215,000
TOTAL MISCELLANEOUS REVENUE	371,299	371,299	215,000	215,000
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	0	30,000	30,000
TOTAL OTHER FINANCING SOURCES	0	0	30,000	30,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>371,299</u>	<u>371,299</u>	<u>245,000</u>	<u>245,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	535,389	535,389	537,767	537,767
710102 Temporary Salaries	0	0	30,000	30,000
710106 Stand-By Pay	32,000	32,000	34,000	34,000
710200 Retirement	185,255	185,255	201,262	201,262
710300 Health Insurance	93,358	93,358	107,230	107,230
710400 Workers' Compensation Insurance	86,559	86,559	75,739	75,739
TOTAL SALARIES & EMPLOYEE BENEFITS	932,561	932,561	985,998	985,998
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	4,500	4,500	4,600	4,600
720300 Communications	5,900	5,900	6,600	6,600
720500 Household Expense	500	500	500	500
720600 Insurance	5,976	5,976	6,791	6,791
720800 Maintenance - Equipment	61,000	61,000	41,000	41,000
720900 Maintenance - Structures & Grounds	196,000	196,000	196,000	196,000
720905 Maintenance - Structures & Grounds-Jail	105,000	105,000	105,000	105,000
721300 Office Expense	500	500	500	500
721400 Professional & Specialized Services	176,500	176,500	176,500	176,500
721600 Rents & Leases - Equipment	36,000	36,000	40,000	40,000
721800 Small Tools & Instruments	4,000	4,000	4,000	4,000
721805 Small Tools & Instruments-Jail	2,000	2,000	2,000	2,000

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

	BOARD APPROVED <u>2019-20</u>	CAO BASELINE <u>2020-21</u>	DEPARTMENT REQUEST <u>2020-21</u>	CAO RECOMMENDED <u>2020-21</u>
SERVICES & SUPPLIES (continued)				
721900 Special Departmental Expense	5,000	5,000	15,000	15,000
722000 Transportation & Travel	1,000	1,000	5,500	5,500
TOTAL SERVICES & SUPPLIES	603,876	603,876	603,991	603,991
FIXED ASSETS				
740301 EQPT/Furniture >\$5000	25,000	0	0	0
TOTAL FIXED ASSETS	25,000	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>1,561,437</u>	<u>1,536,437</u>	<u>1,589,989</u>	<u>1,589,989</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,190,138</u>	<u>1,165,138</u>	<u>1,344,989</u>	<u>1,344,989</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** (\$215,000) are anticipated in charges to subvented departments for building maintenance services.
- 680200** **Operating Transfers In** (\$30,000) are anticipated to be realized from CARES funding reimbursement for staff time related to COVID-19 facilities-related activities.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$537,767) are recommended increased \$2,378 based on the recommended staffing levels.
- 710103** **Temporary Salaries** (\$30,000) are recommended to be offset by intrafund revenue paid by the Department of Social Services.
- 700106** **Stand-By Pay** (\$34,000) 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** (\$201,262) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** (\$107,230) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$75,739) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

BUILDING MAINTENANCE

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$4,600) is recommended increased \$100 for uniform rental, boot reimbursement, rain gear, gloves, safety equipment, and first aid supplies.
- 720300** **Communications** (\$6,600) is recommended increased \$700 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** (\$6,791) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$41,000) is recommended decreased \$20,000 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 unchanged for necessary supplies and services 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 unchanged for necessary and supplies and services to perform work on the County's Jail facility.
- 721300** **Office Expense** (\$500) is recommended unchanged to purchase office and computer supplies.
- 721400** **Professional & Specialized Services** (\$176,500) are recommended unchanged. 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; Fire System repairs of County facilities; gate maintenance at the County Jail; elevator maintenance at the Government Center and County Library. The remainder of funds are used for various unanticipated professional services needed throughout the year.
- 721600** **Rents & Leases - Equipment** (\$40,000) is recommended increased \$40,000 based on actual and projected costs for mileage for rental vehicles from the Central Garage, and any other necessary rental equipment.

BUILDING MAINTENANCE

SERVICES & SUPPLIES (continued)

- 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.
- 721805** **Small Tools & Instruments - Jail** (\$2,000) are recommended unchanged for small tool replacement for the County Jail.
- 721900** **Special Departmental Expense** (\$15,000) is recommended increased \$5,000 based on actual and projected costs for the annual non-community water system fee and water testing required for the Bass Lake Government Center, 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** (\$5,500) is recommended increased \$4,500 for travel and training expenses for a Western Detention hardware training.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2020-21**

Department: **BUILDING
 MAINTENANCE (01330)**
 Function: **General**
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<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2019-20 Authorized Positions</u>		<u>2020-21 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: