

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

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

	BOARD APPROVED 2019-20	CAO BASELINE 2020-21	DEPARTMENT REQUEST 2020-21	CAO RECOMMENDED 2020-21
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	0	0	18,000	18,000
TOTAL CHARGES FOR CURRENT SERVICES	0	0	18,000	18,000
MISCELLANEOUS REVENUE				
670000 INTRAFUND REVENUE	110,000	110,000	50,000	50,000
TOTAL MISCELLANEOUS REVENUE	110,000	110,000	50,000	50,000
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	0	70,000	70,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>110,000</u>	<u>110,000</u>	<u>138,000</u>	<u>138,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	259,509	259,509	273,705	273,705
710200 Retirement	89,795	89,795	103,203	103,203
710300 Health Insurance	44,419	44,419	64,338	64,338
710400 Workers' Compensation Insurance	7,568	7,568	6,622	6,622
TOTAL SALARIES & EMPLOYEE BENEFITS	401,292	401,292	447,868	447,868
SERVICES & SUPPLIES				
720100 Agricultural	3,500	3,500	3,500	3,500
720200 Clothing & Personal Supplies	3,500	3,500	3,500	3,500
720300 Communications	2,995	2,995	2,995	2,995
720500 Household Expense	2,000	2,000	2,000	2,000

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

Department: **MAINTENANCE (01360)**
 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)				
720600 Insurance	6,931	6,931	7,876	7,876
720800 Maintenance - Equipment	20,000	20,000	20,000	20,000
720900 Maintenance - Structures & Grounds	16,000	16,000	16,000	16,000
721300 Office Expense	150	150	150	150
721306 Eqpt< FA Limit			2,500	2,500
721400 Professional & Specialized Services	0	0	8,785	8,785
721600 Rents & Leases - Equipment	20,600	20,600	20,600	20,600
721800 Small Tools & Instruments	7,500	7,500	7,500	7,500
721900 Special Departmental Expense	500	500	500	500
722000 Transportation & Travel	500	500	500	500
TOTAL SERVICES & SUPPLIES	84,176	84,176	96,406	96,406
FIXED ASSETS				
740300 Equipment/Furniture	24,000	0	0	0
TOTAL FIXED ASSETS	24,000	0	0	0
<u>TOTAL EXPENDITURES</u>	509,468	485,468	544,275	544,275
<u>NET COUNTY COST (EXP - REV)</u>	<u>399,468</u>	<u>375,468</u>	<u>406,275</u>	<u>406,275</u>

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

- 662800** Intrrfund Revenue (\$18,000) is anticipated in charges for grounds maintenance services.
- 670000** Intrafund Revenue (\$50,000) is anticipated in charges to subvented departments for grounds maintenance services.
- 680200** Operating Transfer In (\$70,000) is anticipated in CARES related revenue to offset custodial FTE and supplies to keep the public safe.

SALARIES & EMPLOYEE BENEFITS

- 710102** Permanent Salaries (\$273,705) are recommended increased \$14,196 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 (\$103,203) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** Health Insurance (\$64,338) is based on the employer's share of health insurance premiums.
- 710400** Workers' Compensation (\$6,622) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720100** Agriculture (\$3,500) is recommended unchanged.

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 unchanged. Expenses include 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** (\$7,876) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$20,000) is recommended unchanged. Expenses include 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** (\$2,500) is recommended increased \$2,500 to acquire a small riding mower to mow in and around the solar arrays.
- 721400** **Professional & Specialized Services** (\$8,785) are recommended increased \$8,785 for landscaping services for the new HSS Complex. The substantial addition of landscape requires weekly service and exceeds the capacity of the existing number of grounds staff.
- 721600** **Rents & Leases - Equipment** (\$20,600) are recommended unchanged. Expenses include 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.

GROUNDS MAINTENANCE

SERVICES & SUPPLIES (continued)

- 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.
- 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** (\$0) is recommended reduced. A new riding mower was acquired in FY 19-20.

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

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

<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>	
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: