

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2021-22

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

	<u>ACTUAL</u> <u>2019-20</u>	<u>BOARD</u> <u>APPROVED</u> <u>2020-21</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2021-22</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2021-22</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
640300 Rent & Concessions	4,801	0	0	0
662800 Interfund Revenue	4,388	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	9,189	0	0	0
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	206,187	215,000	230,000	230,000
673000 Miscellaneous Revenue	18,807	0	0	0
TOTAL MISCELLANEOUS REVENUE	224,993	215,000	230,000	230,000
OTHER FINANCING SOURCES				
680103 Sale of Equipment	1,710	0	0	0
680200 Operating Transfer In	57,000	30,000	0	0
TOTAL OTHER FINANCING SOURCES	58,710	30,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>292,892</u>	<u>245,000</u>	<u>230,000</u>	<u>230,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	573,672	537,767	578,329	578,329
710102 Temporary Salaries	24,736	30,000	30,000	30,000
710105 Overtime	4,433	0	0	0
710106 Stand-By Pay	34,007	34,000	34,000	34,000
710200 Retirement	202,178	201,262	218,655	218,655
710300 Health Insurance	75,783	107,230	160,794	160,794
710400 Workers' Compensation Insurance	86,559	75,739	67,083	67,083
TOTAL SALARIES & EMPLOYEE BENEFITS	1,001,368	985,998	1,088,861	1,088,861
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	4,372	4,600	5,000	5,000
720300 Communications	6,538	6,600	7,300	7,300

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Fund: **General**

	<u>ACTUAL</u> <u>2019-20</u>	<u>BOARD</u> <u>APPROVED</u> <u>2020-21</u>	<u>DEPARTMENT</u> <u>REQUEST</u> <u>2021-22</u>	<u>CAO</u> <u>RECOMMENDED</u> <u>2021-22</u>
SERVICES & SUPPLIES (continued)				
720500 Household Expense	0	500	500	500
720600 Insurance	5,976	6,791	13,264	13,264
720800 Maintenance - Equipment	21,440	41,000	20,000	20,000
720900 Maintenance - Structures & Grounds	209,353	196,000	206,000	206,000
720905 Maintenance - Structures & Grounds-Jail	115,252	105,000	115,000	115,000
721300 Office Expense	8,273	500	500	500
721400 Professional & Specialized Services	155,159	176,500	186,000	186,000
721600 Rents & Leases - Equipment	45,441	40,000	0	0
721601 Rents & Leases - Co Vehicles	0	0	47,000	47,000
721800 Small Tools & Instruments	3,166	4,000	9,000	9,000
721805 Small Tools & Instruments-Jail	705	2,000	2,500	2,500
721900 Special Departmental Expense	14,552	15,000	15,000	15,000
722000 Transportation & Travel	76	5,500	6,500	6,500
TOTAL SERVICES & SUPPLIES	590,303	603,991	633,564	633,564
FIXED ASSETS				
740301 EQPT/Furniture >\$5000	25,500	0	0	0
TOTAL FIXED ASSETS	25,500	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>1,617,171</u>	<u>1,589,989</u>	<u>1,722,425</u>	<u>1,722,425</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,324,279</u>	<u>1,344,989</u>	<u>1,492,425</u>	<u>1,492,425</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 (\$230,000) are anticipated in charges to subvented departments for building maintenance services.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$578,329) are recommended increased \$40,562 based on the recommended staffing levels and the addition of a permanent position to cover work currently provided through a full-time extra help position.

710103 Temporary Salaries (\$30,000) are recommended the same as the current fiscal year. These appropriations will be utilized to handle uncovered workload that result from extended employee leave.

700106 Stand-By Pay (\$34,000) is recommended unchanged 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 (\$218,655) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$160,794) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$67,083) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720200 Clothing & Personal Supplies (\$5,000) is recommended increased \$400 for uniform rental, boot reimbursement, rain gear, gloves, safety equipment, and first aid supplies.

BUILDING MAINTENANCE

SERVICES & SUPPLIES (continued)

- 720300** **Communications** (\$7,300) 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** (\$13,264) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$20,000) is recommended decreased \$21,000 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** (\$206,000) is recommended increased \$10,000 for necessary supplies and services to perform maintenance work on County facilities, and \$15,700 for pest control services for County facilities.
- 720905** **Maintenance - Structures & Grounds - Jail** (\$115,000) is recommended increased \$10,000 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** (\$186,000) are recommended increased \$10,000 due to increases in contract costs for preventative maintenance services. 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** (\$0) is not recommended. The costs have been relocated to account 721601.
- 721601** **Rents & Leases – Co Vehicles** (\$47,000) is recommended increased \$7,000 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** (\$9,000) are recommended increased \$5,000 for the purchase of a jack hammer. This account funds purchases of small hand tools for plumbing, electrical, painting, carpentry, sewer, and other related trades.
- 721805** **Small Tools & Instruments - Jail** (\$2,500) are recommended increased \$500 for small tool replacement for the County Jail.
- 721900** **Special Departmental Expense** (\$15,000) 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, 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** (\$6,500) is recommended increased \$1,000 for travel and training expenses for a Western Detention hardware training.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2021-22**

Department: **BUILDING
MAINTENANCE (01330)**
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<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2020-21 Authorized Positions</u>		<u>2021-22 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	-	6.0	-	1.0	-	A
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	11.0	1.0	1.0	-	

NOTES:

A Converting a full-time BCMWI extra help position dedicated and fully funded by the Department of Social Services to a permanent position.