

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

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

	<u>ACTUAL 2019-20</u>	<u>BOARD APPROVED 2020-21</u>	<u>DEPARTMENT REQUEST 2021-22</u>	<u>CAO RECOMMENDED 2021-22</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	13,918	18,000	18,000	18,000
TOTAL CHARGES FOR CURRENT SERVICES	13,918	18,000	18,000	18,000
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	46,325	50,000	50,000	50,000
673903 Miscellaneous Reimbursement	527	0		
TOTAL MISCELLANEOUS REVENUE	46,853	50,000	50,000	50,000
OTHER FINANCING SOURCES				
680200 Operating Transfer In	0	70,000	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>60,770</u>	<u>138,000</u>	<u>68,000</u>	<u>68,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	268,994	273,705	278,325	278,325
710200 Retirement	92,966	103,203	109,799	109,799
710300 Health Insurance	55,302	64,338	68,946	68,946
710400 Workers' Compensation Insurance	7,568	6,622	5,866	5,866
TOTAL SALARIES & EMPLOYEE BENEFITS	424,830	447,868	462,936	462,936
SERVICES & SUPPLIES				
720100 Agricultural	3,045	3,500	3,500	3,500
720200 Clothing & Personal Supplies	4,629	3,500	5,000	5,000
720300 Communications	2,775	2,995	2,995	2,995

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720500 Household Expense	4,171	2,000	5,000	5,000
SERVICES & SUPPLIES (continued)				
720600 Insurance	6,931	7,876	4,386	4,386
720800 Maintenance - Equipment	8,614	20,000	20,000	20,000
720900 Maintenance - Structures & Grounds	10,228	16,000	16,000	16,000
721300 Office Expense	232	150	150	150
721306 Eqpt< FA Limit	0	2,500	0	0
721400 Professional & Specialized Services	0	8,785	14,355	14,355
721600 Rents & Leases - Equipment	18,637	20,600	20,600	20,600
721800 Small Tools & Instruments	4,401	7,500	10,000	10,000
721900 Special Departmental Expense	0	500	500	500
722000 Transportation & Travel	0	500	500	500
TOTAL SERVICES & SUPPLIES	63,661	96,406	102,986	102,986
FIXED ASSETS				
740300 Equipment/Furniture	25,986	0	0	0
TOTAL FIXED ASSETS	25,986	0	0	0
<u>TOTAL EXPENDITURES</u>	514,477	544,274	565,922	565,922
<u>NET COUNTY COST (EXP - REV)</u>	453,707	406,274	497,922	497,922

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 Interfund 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.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$278,325) are recommended increased \$4,620 based on the status quo staffing levels and step increases.

710200 Retirement (\$109,799) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$68,946) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$5,866) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

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

720200 Clothing & Personal Supplies (\$5,000) are recommended to increase by \$1,500 to reflect current pricing. Expenses include uniforms, rain gear, and gloves.

GROUNDS MAINTENANCE

SERVICES & SUPPLIES (continued)

- 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** (\$5,000) is recommended to increase by \$3,000 to reflect current pricing and historical spending based on current and projected expenses for janitorial supplies needed for County Parks and the maintenance shop.
- 720600** **Insurance** (\$4,386) 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.
- 721400** **Professional & Specialized Services** (\$14,355) are recommended increased by \$5,550 to account for a full year of landscaping services for the 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** (\$10,000) are recommended to increase by \$2,500 to reflect current pricing of replacement tools, such as weedwhackers, 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.
- 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.

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

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 MAINTENANCE (01360)**
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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>	
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: