

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2023-24**

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

	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	10,724	11,100	15,000	15,000
TOTAL CHARGES FOR CURRENT SERVICES	10,724	11,100	15,000	15,000
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	26,879	45,000	76,000	76,000
673903 Miscellaneous Reimbursement	0			
TOTAL MISCELLANEOUS REVENUE	26,879	45,000	76,000	76,000
OTHER FINANCING SOURCES				
680200 Operating Transfer In	14,041	0	0	0
TOTAL OTHER FINANCING SOURCES	14,041	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>51,644</u>	<u>56,100</u>	<u>91,000</u>	<u>91,000</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	283,205	357,397	359,457	359,457
710106 Stand-By Pay	0	0	25,000	25,000
710200 Retirement	103,273	145,139	143,234	143,234
710300 Health Insurance	59,203	95,832	121,710	121,710
710400 Workers' Compensation Insurance	5,866	7,567	4,394	4,394
TOTAL SALARIES & EMPLOYEE BENEFITS	451,547	605,935	653,795	653,795

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	<u>ACTUAL 2021-22</u>	<u>BOARD APPROVED 2022-23</u>	<u>DEPARTMENT REQUEST 2023-24</u>	<u>CAO RECOMMENDED 2023-24</u>
SERVICES & SUPPLIES				
720100 Agricultural	2,346	3,500	3,700	3,700
720200 Clothing & Personal Supplies	3,225	5,500	13,000	13,000
720300 Communications	2,679	3,955	3,000	3,000
720500 Household Expense	1,845	5,000	2,000	2,000
720600 Insurance	4,386	45,325	104,747	104,747
720800 Maintenance - Equipment	10,408	50,000	25,000	25,000
720900 Maintenance - Structures & Grounds	59,925	16,000	47,000	47,000
721300 Office Expense	82	150	3,000	3,000
721400 Professional & Specialized Services	0	14,355	15,000	15,000
721601 Rents & Leases - Equipment	21,071	20,600	26,115	26,115
721800 Small Tools & Instruments	5,758	15,000	10,000	10,000
721900 Special Departmental Expense	0	500	500	500
722000 Transportation & Travel	190	500	500	500
TOTAL SERVICES & SUPPLIES	111,915	180,385	253,562	253,562
<u>TOTAL EXPENDITURES</u>	<u>563,462</u>	<u>786,320</u>	<u>907,357</u>	<u>907,357</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>511,818</u>	<u>730,220</u>	<u>816,357</u>	<u>816,357</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.

ESTIMATED REVENUES

662800 **Interfund Revenue** (\$15,000) is anticipated in charges for grounds maintenance services.

670000 **Intrafund Revenue** (\$76,000) is anticipated in charges to subvented departments for grounds maintenance services.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$359,457) are a recommended increase of \$2,060 based on maintaining existing staffing levels and projected step increases.

710106 **Stand-By-Pay** (\$25,000) are recommended to compensate staff for being on call to service events at County parks that occur during weekends. Stand-By-Pay also compensates staff for being on call for emergencies which may occur throughout the week. Discussed with HR.

710200 **Retirement** (\$143,234) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$121,710) is based on the employer's share of health insurance premiums.

710400 **Workers' Compensation** (\$4,394) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720100 **Agriculture** (\$3,700) is recommended to increase \$200 based on current forecasted projections for hardware related expenses.

720200 **Clothing & Personal Supplies** (\$13,000) is recommended to increase by \$7,500 to account expenses which include uniforms, boot reimbursements, personal protective equipment, rain gear, and gloves.

GROUNDS MAINTENANCE

SERVICES & SUPPLIES (continued)

- 720300** **Communications** (\$3,000) is recommended to decrease \$955 to reflect expenses related to 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 decrease of \$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** (\$104,747) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$25,000) is recommended to decrease by \$25,000. Expenses include projected expenditures for maintenance of lawn care equipment and gasoline for non-road equipment.
- 720900** **Maintenance - Structures and Grounds** (\$47,000) is recommended to increase \$31,000 based on the projected forecast 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** (\$3,000) is recommended to increase \$2,850 for expenses related to general office supplies and the addition of a newly leased scanner/printer.
- 721400** **Professional & Specialized Services** (\$15,000) is recommended unchanged for specialized landscape and grounds maintenance services.
- 721601** **Rents & Leases - Equipment** (\$26,115) is recommended to increase by \$5,515 due to the increase in mileage rates for maintenance vehicles. Expenses include costs for rental of vehicles from the Fleet Services, gasoline, and any necessary rental equipment to perform grounds maintenance.
- 721800** **Small Tools & Instruments** (\$10,000) is recommended to decrease by \$5,000 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.

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.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2023-24**

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 MAINTENANCE (01360)**
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<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2022-23 Authorized Positions</u>		<u>2023-24 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	6.0	1.0	6.0	1.0	-	-	
3836	Senior Grounds/Flood Control Maintenance Worker	1.0	-	1.0	-	-	-	
TOTAL		8.0	1.0	8.0	1.0	-	-	

NOTES: