

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

Department: **BUILDING
MAINTENANCE (01330)**
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				
640300 Rent & Concessions	1,600	0	0	0
662800 Interfund Revenue	11,236	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	12,836	0	0	0
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	123,190	223,120	262,839	262,839
673000 Miscellaneous Revenue	14,039	0	0	0
TOTAL MISCELLANEOUS REVENUE	137,230	223,120	262,839	262,839
OTHER FINANCING SOURCES				
680200 Operating Transfer In	15,938	0	0	0
TOTAL OTHER FINANCING SOURCES	15,938	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>166,003</u>	<u>223,120</u>	<u>262,839</u>	<u>262,839</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	488,370	618,911	626,461	626,461
710103 Temporary Salaries	60,411	20,000	20,000	20,000
710105 Overtime	5,736	5,000	6,000	6,000
710106 Stand-By Pay	37,427	34,000	35,776	35,776
710200 Retirement	200,523	256,591	250,446	250,446
710300 Health Insurance	56,253	143,748	182,565	182,565
710400 Workers' Compensation Insurance	67,083	86,537	7,693	7,693
TOTAL SALARIES & EMPLOYEE BENEFITS	915,804	1,164,786	1,128,941	1,128,941
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	5,247	10,080	6,000	6,000
720300 Communications	6,368	7,900	7,900	7,900
720500 Household Expense	157	500	500	500

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	ACTUAL <u>2021-22</u>	BOARD APPROVED <u>2022-23</u>	DEPARTMENT REQUEST <u>2023-24</u>	CAO RECOMMENDED <u>2023-24</u>
SERVICES & SUPPLIES (continued)				
720600 Insurance	13,264	20,479	18,850	18,850
720800 Maintenance - Equipment	38	28,329	30,000	30,000
720900 Maintenance - Structures & Grounds	171,631	210,000	180,000	180,000
720905 Maintenance - Structures & Grounds-Jail	143,475	115,977	140,000	140,000
720914 Maintenance - Pest Control	7,100	20,000	10,000	10,000
721300 Office Expense	1,812	1,000	2,081	2,081
721400 Professional & Specialized Services	255,812	250,000	260,000	260,000
721601 Rents & Leases - Co Vehicles	49,863	45,000	60,000	60,000
721800 Small Tools & Instruments	2,288	10,000	10,000	10,000
721805 Small Tools & Instruments-Jail	485	2,500	2,500	2,500
721900 Special Departmental Expense	2,004	15,000	10,000	10,000
722000 Transportation & Travel	5,242	6,500	7,583	7,583
TOTAL SERVICES & SUPPLIES	664,785	743,265	745,414	745,414
<u>TOTAL EXPENDITURES</u>	<u>1,580,589</u>	<u>1,908,052</u>	<u>1,874,355</u>	<u>1,874,355</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,414,586</u>	<u>1,684,932</u>	<u>1,611,516</u>	<u>1,611,516</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 (\$262,839) are anticipated in charges to subvented departments for building maintenance services which include (1) Building Crafts & Maintenance Worker I/II fully dedicated to the Department of Social Services as well as reimbursements for fire monitoring services from both the Department of Social Services and Public health.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$626,461) are a recommended decrease of \$7,550 based on the recommended staffing levels.

710103 Temporary Salaries (\$20,000) are a recommended unchanged from the prior fiscal year. These appropriations will be utilized to handle uncovered workload that result from unanticipated maintenance requests/projects.

710105 Overtime (\$6,000) are recommended based on current projections resulting from unanticipated critical building needs after-hours.

700106 Stand-By Pay (\$35,776) is recommended increase of \$1,776, 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 (\$250,446) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 Health Insurance (\$182,565) is based on the employer's share of health insurance premiums.

710400 Workers' Compensation (\$7,693) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund

BUILDING MAINTENANCE

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$6,000) is a recommended decrease \$4,080 based on the current year's projections and the addition of new staff for uniform rentals, boot reimbursements, rain gear, gloves, safety equipment, and first aid supplies.
- 720300** **Communications** (\$7,900) is a recommended unchanged based on the Department's projected share of telecommunications cost and monthly cell phone costs which includes the addition of (2) cell phone for a total of 16 cell phones for staff to access and utilize the County's CRM system.
- 720500** **Household Expense** (\$500) is recommended unchanged to supply materials not covered under the janitorial contract.
- 720600** **Insurance** (\$18,850) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$30,000) is a recommended increase of \$1,671 for load testing and service of the generators at the Government Center, Jail, Sheriff's Office, and Juvenile Hall. 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 maintenance equipment are also funded from this account.
- 720900** **Maintenance - Structures & Grounds** (\$180,000) is a recommended decrease of \$30,000 for necessary supplies and services to perform maintenance work on County facilities.
- 720905** **Maintenance - Structures & Grounds - Jail** (\$140,000) is a recommended increase of \$24,023 due to unanticipated repairs at the jail. Also included in this budget are the costs related to the necessary equipment, supplies, and services to perform work on the County's Jail facility.
- 720914** **Maintenance - Pest Control** (\$10,000) is recommended for estimated Pest Control Services for County facilities in addition to new pest control services to be performed at Madera County Justice Center.
- 721300** **Office Expense** (\$2,081) is recommended increase of \$1,081 based on the current year's projection for office and computer supplies and the addition of two (2) Building maintenance staff.

BUILDING MAINTENANCE

SERVICES & SUPPLIES (continued)

- 721400** **Professional & Specialized Services** (\$260,000) is a recommended increase of \$10,000 based on current projections of 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.
- 721601** **Rents & Leases – Co Vehicles** (\$60,000) is a recommended increase of \$15,000 due to the increase in mileage rates for maintenance vehicles in addition to (2) additional vehicles to accommodate the addition of two (2) Building Maintenance staff. 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 a recommended unchanged. This account funds the purchases of small hand tools for plumbing, electrical, painting, carpentry, sewer, and other related trades.
- 721805** **Small Tools & Instruments - Jail** (\$2,500) is recommended unchanged for small tool replacement for the County Jail.
- 721900** **Special Departmental Expense** (\$10,000) is a recommended decrease \$5,000 based 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** (\$7,583) is recommended increase of \$1,083 due to the addition of two (2) Building Maintenance staff.

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

Department: **BUILDING
 MAINTENANCE (01330)**
 Function: **General**
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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>	
3821	Building Crafts & Maintenance Supervisor	1.0	-	1.0		-	-	
3823	Building Crafts & Maintenance Worker I or							
3822	Building Crafts & Maintenance Worker II	6.0	-	6.0	1.0	-	1.0	A/B
3730	Heating & Air Conditioning Maintenance Specialist	2.0	-	2.0	1.0	-	1.0	B
3820	Senior Building Crafts & Maintenance Worker	3.0	1.0	3.0	1.0	-	-	
TOTAL		12.0	1.0	12.0	3.0	-	2.0	

NOTES:

- A** One (1) FTE Building Crafts & Maintenance Worker I/II is fully paid by the Department of Social Services
- B** One (1) FTE Building Crafts & Maintenance Worker I/II position and One (1) FTE Heating & Air Conditioning Maintenance Specialist are recommended to accommodate growth in county facilities. Facilities that are being added are: the Madera County Justice Center, Oakhurst Government center, New Wellness center, Jail expansion etc.