

**COUNTY OF MADERA
BUDGET UNIT EXPENDITURE DETAIL
BUDGET FOR THE FISCAL YEAR 2016-17**

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

<u>ACCOUNT CLASSIFICATION</u>	ACTUAL EXPENDITURES <u>2014-15</u>	BOARD APPROVED EXPENDITURES <u>2015-16</u>	DEPARTMENT REQUEST <u>2016-17</u>	CAO RECOMMENDED <u>2016-17</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	438,320	447,736	495,587	495,587
710105 Overtime	4,242	0	0	0
710200 Retirement	127,418	137,589	156,748	156,748
710300 Health Insurance	82,751	81,899	109,240	109,240
710400 Workers' Compensation Insurance	47,019	62,587	76,363	76,363
TOTAL SALARIES & EMPLOYEE BENEFITS	699,750	729,811	837,938	837,938
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	2,491	5,200	4,500	4,500
720300 Communications	7,874	5,700	5,700	5,700
720500 Household Expense	218	1,300	500	500
720600 Insurance	2,072	1,889	4,262	4,262
720800 Maintenance - Equipment	7,615	13,500	17,500	17,500
720900 Maintenance - Structures & Grounds	110,168	125,000	125,000	125,000
720905 Maintenance - Structures & Grounds-Jail	163,679	32,000	80,000	80,000
721300 Office Expense	519	1,200	500	500
721400 Professional & Specialized Services	95,136	85,000	100,000	100,000
721600 Rents & Leases - Equipment	23,316	28,000	28,000	28,000
721800 Small Tools & Instruments	7,231	4,000	4,000	4,000
721805 Small Tools & Instruments-Jail	1,586	2,500	2,000	2,000
721900 Special Departmental Expense	4,191	6,850	5,000	5,000
722000 Transportation & Travel	61	400	400	400
TOTAL SERVICES & SUPPLIES	426,158	312,539	377,362	377,362
TOTAL - BUILDING MAINTENANCE	1,125,908	1,042,350	1,215,300	1,215,300
OTHER CHARGES				
730700 Judgements & Damages	3,000	0	0	0

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TOTAL OTHER CHARGES	3,000	0	0	0
FIXED ASSETS				
740200 Buildings & Improvements	223	0	0	0
TOTAL FIXED ASSETS	223	0	0	0
GRAND TOTAL - BUILDING MAINTENANCE	1,129,132	1,042,350	1,215,300	1,215,300

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.

<u>REVENUE</u>	<u>Actual</u> <u>2014-15</u>	<u>Estimated</u> <u>2015-16</u>	<u>Projected</u> <u>2016-17</u>
Intrafund/Interfund Revenue	\$151,164	\$71,164	\$105,000

Note: Revenue is derived providing maintenance services to Child Support Services, Social Services, Behavioral Health, Public Health, First 5, and Road Department buildings for which costs can be recovered from those budgets.

STAFFING

<u>Permanent</u>	<u>2015-16 Authorized</u>		<u>2016-17 Recommended</u>	
	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>
Building Crafts & Maintenance Supervisor	1		1	
Building Crafts & Maintenance Worker I/II	5		5	
Heating & Air-Conditioning Maintenance Specialist	1	1	2*	0
Senior Building Crafts & Maintenance Worker	<u>2</u>	<u>1</u>	<u>2</u>	<u>1</u>
Total Permanent	9	2	10	1

*It is recommended to fund one permanent Heating & Air Conditioning Maintenance Specialist position.

SALARIES & EMPLOYEE BENEFITS

- 710102** Permanent Salaries (\$495,587) are recommended increased \$47,851 due to salary adjustments stemming from the Total Compensation Study as well as funding one permanent Heating & Air Conditioning Maintenance Specialist position.
- 710200** Retirement reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** Health Insurance is based on the employer's share of health insurance premiums.
- 710400** Workers' Compensation reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

BUILDING MAINTENANCE

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$4,500) is recommended reduced \$700 for uniform rental, boot reimbursement, rain gear, gloves, safety equipment, and first aid supplies.
- 720300** **Communications** (\$5,700) is recommended unchanged 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 implemented in the 2012-2013 fiscal year.
- 720500** **Household Expense** (\$500) is recommended reduced \$800 to supply materials not covered under the janitorial contract.
- 720600** **Insurance** reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$17,500) is recommended increased \$4,000 based on projected costs for maintenance of all shop equipment, such as forklift, crane, generator, bucket truck, and saws. Gasoline for the two off-road vehicles assigned to this Department is also funded from this account.
- 720900** **Maintenance - Structures & Grounds** (\$125,000) is recommended unchanged for the necessary supplies to perform maintenance work on County facilities. Included in this budget is \$9,000 for pest control services for County facilities.
- 720905** **Maintenance - Structures & Grounds - Jail** (\$80,000) is recommended increased \$48,000 based on actual and projected expenditures for the necessary supplies to perform maintenance repairs at the County Jail. Included in this budget is \$14,000 for mandatory sprinkler repairs stemming from the Jail's semi-annual sprinkler test and inspection.
- 721300** **Office Expense** (\$500) is recommended reduced \$700 to purchase office and computer supplies.
- 721400** **Professional & Specialized Services** (\$100,000) are recommended increased \$15,000 based on actual and projected expenditures. Included in this budget are preventative maintenance services for the heating and air-conditioning (HVAC) systems and controls within various County facilities, Fire System testing of County facilities (\$57,148); Fire System repairs of County facilities (\$10,000); elevator maintenance at the Government Center and County Library (\$18,696); and the service agreement for the security card access system for the Government Center (\$2,000). Both the Fire System testing and elevator maintenance contracts were amended in FY 2015/16 to include additional facilities and costs.
- 721600** **Rents & Leases - Equipment** (\$28,000) is recommended unchanged based on actual and projected expenditures for the rental of vehicles from the Central Garage and outside equipment rentals.

BUILDING MAINTENANCE

SERVICES & SUPPLIES (continued)

- 721800** **Small Tools & Instruments** (\$4,000) is recommended unchanged for tool replacement or purchases to address County building needs. This account funds purchases of small hand tools for plumbing, electrical, painting, carpentry, sewer, and other related trades.
- 721805** **Small Tools & Instruments - Jail** (\$2,000) is recommended reduced \$500 for small tool replacement for the Correctional facility.
- 721900** **Special Departmental Expense** (\$5,000) is recommended reduced \$1,850 based on actual and projected costs for the annual non-community water system fee and water testing required for the Bass Lake Government Center. This account also funds the annual generator permits required by the San Joaquin Valley Air Pollution Control District; and the Department's share of the annual CAMS system costs (\$1,250) is included in this account.
- 722000** **Transportation & Travel** (\$400) is recommended unchanged for travel and training expenses.