

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<u>ACTUAL 2022-23</u>	<u>BOARD APPROVED 2023-24</u>	<u>DEPARTMENT REQUEST 2024-25</u>	<u>CAO RECOMMENDED 2024-25</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
640300 Rent & Concessions	1	0	0	0
662800 Interfund Revenue	16,860	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	16,861	0	0	0
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	83,447	262,839	262,839	262,839
673000 Miscellaneous Revenue	17,008	0	0	0
TOTAL MISCELLANEOUS REVENUE	100,455	262,839	262,839	262,839
<u>TOTAL ESTIMATED REVENUES</u>	<u>117,316</u>	<u>262,839</u>	<u>262,839</u>	<u>262,839</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	338,873	626,461	668,060	668,060
710103 Temporary Salaries	2,281	20,000	0	0
710105 Overtime	1,276	6,000	7,500	7,500
710106 Stand-By Pay	23,906	35,776	35,000	35,000
710200 Retirement	138,336	250,446	282,122	282,122
710300 Health Insurance	51,466	182,565	182,604	182,604
710400 Workers' Compensation Insurance	86,537	7,693	7,693	7,693
TOTAL SALARIES & EMPLOYEE BENEFITS	642,676	1,128,941	1,182,979	1,182,979
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	4,137	6,000	6,000	6,000
720300 Communications	8,468	7,900	6,500	6,500
720500 Household Expense	3,733	500	700	700
720600 Insurance	20,479	18,850	18,850	18,850
720800 Maintenance - Equipment	7,450	30,000	30,000	30,000
720900 Maintenance - Structures & Grounds	191,732	180,000	180,000	180,000
720905 Maintenance - Structures & Grounds-Jail	124,756	140,000	80,000	80,000
720914 Maintenance - Pest Control	6,425	10,000	10,000	10,000

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	ACTUAL <u>2022-23</u>	BOARD APPROVED <u>2023-24</u>	DEPARTMENT REQUEST <u>2024-25</u>	CAO RECOMMENDED <u>2024-25</u>
SERVICES & SUPPLIES (continued)				
721300 Office Expense	1,655	2,081	2,081	2,081
721400 Professional & Specialized Services	400,065	260,000	228,508	228,508
721601 Rents & Leases - Co Vehicles	88,520	60,000	60,000	60,000
721800 Small Tools & Instruments	3,948	10,000	10,000	10,000
721805 Small Tools & Instruments-Jail	1,280	2,500	2,500	2,500
721900 Special Departmental Expense	10,496	10,000	10,000	10,000
722000 Transportation & Travel	5,164	7,583	7,583	7,583
TOTAL SERVICES & SUPPLIES	878,308	745,414	652,722	652,722
<u>TOTAL EXPENDITURES</u>	<u>1,520,984</u>	<u>1,874,355</u>	<u>1,835,701</u>	<u>1,835,701</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,403,668</u>	<u>1,611,516</u>	<u>1,572,862</u>	<u>1,572,862</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.

Reducing expenses in a leveled budget for Building Maintenance involves reducing maintenance for all County facilities including the jail's structures and grounds. This potentially leads to the deterioration of infrastructure, increased repair costs, health and sanitation risks, reduced security, and increased legal liabilities.

ESTIMATED REVENUES

673000 Intrafund Revenue (\$262,839) is anticipated in charges to subvented departments for building maintenance services which include one (1FTE) 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 (\$668,060) is a recommended decrease of \$41,599 based on step increases, longevity and recommended staffing levels.

710103 Temporary Salaries (\$0) is a recommended decrease of \$20,000 from the prior fiscal year.

710105 Overtime (\$7,500) is a recommended increase of \$1,500 based on current projections resulting from unanticipated after-hours critical building needs.

700106 Stand-By Pay (\$35,000) is recommended decrease of \$776, which provides for two simultaneous workers (one for general County facilities, and one for County Jail and Juvenile Hall) to remain on call to respond to alarms and emergencies that occur on nights, weekends, and holidays.

710200 Retirement (\$282,122) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

BUILDING MAINTENANCE

SALARIES & EMPLOYEE BENEFITS (continued)

- 710300** **Health Insurance** (\$182,604) 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.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$6,000) is recommended unchanged 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** (\$6,500) is a recommended decrease of \$1,400 based on the Department's projected share of telecommunications cost and monthly cell phone costs which includes 16 cell phones for staff to access and utilize the County's CRM system.
- 720500** **Household Expense** (\$700) is a recommended increase of \$200 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 recommended unchanged 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 recommended unchanged for necessary supplies and services to perform maintenance work on County facilities.
- 720905** **Maintenance - Structures & Grounds - Jail** (\$80,000) is a recommended decrease of \$60,000 due to significant tenant improvements that have been budgeted through the deferred maintenance fund. 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 unchanged for estimated Pest Control Services for County facilities in addition to new pest control services to be performed at Madera County Justice Center.

BUILDING MAINTENANCE

SERVICES & SUPPLIES (continued)

- 721300** **Office Expense** (\$2,081) is recommended unchanged based on the current year's projection for office and computer supplies.
- 721400** **Professional & Specialized Services** (\$228,508) is a recommended decrease of \$31,492 due to budgetary reductions. We may not be able to maintain the same level of service based on current projections of increases in contract costs for preventative maintenance services. Services included here are 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 recommended unchanged 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 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 recommended unchanged 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 unchanged for travel and education.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2024-25**

Department: **BUILDING
 MAINTENANCE (01330)**
 Function: **General**
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<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	1.0	6.0	1.0	-	-	A
3730	Heating & Air Conditioning Maintenance Specialist	2.0	1.0	2.0	1.0	-	-	
3820	Senior Building Crafts & Maintenance Worker	3.0	1.0	3.0	1.0	-	-	B
							-	
TOTAL		12.0	3.0	12.0	3.0	-	-	

NOTES:

- A One (1) FTE Building Crafts & Maintenance Worker I/II is fully funded by the Department of Social Services.
- B One (1) FTE Senior Building Crafts & Maintenance Worker is currently underfilled.