

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

Department: **ENGINEERING (01315)**
 Function: **General**
 Activity: **Property Management**
 Fund: **General**

<u>ACCOUNT CLASSIFICATION</u>	<u>ACTUAL EXPENDITURES 2014-15</u>	<u>BOARD APPROVED EXPENDITURES 2015-16</u>	<u>DEPARTMENT REQUEST 2016-17</u>	<u>CAO RECOMMENDED 2016-17</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	421,211	624,576	551,289	551,289
710103 Extra Help	201,917	0	65,459	65,459
710105 Overtime	375	0	0	0
710200 Retirement	156,685	191,932	192,065	192,065
710300 Health Insurance	72,236	97,664	141,875	141,875
710400 Workers' Compensation Insurance	16,248	15,410	18,581	18,581
TOTAL SALARIES & EMPLOYEE BENEFITS	868,671	929,582	969,269	969,269
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	0	50	50	50
720300 Communications	3,219	4,000	4,000	4,000
720600 Insurance	570	3,186	9,825	9,825
720800 Maintenance - Equipment	232	132	132	132
721100 Memberships	2,650	2,650	2,650	2,650
721300 Office Expense	5,334	5,000	5,000	5,000
721314 Computer Equipment	3,424	2,000	2,000	2,000
721400 Professional & Specialized Services	98,423	130,000	100,000	100,000
721426 Software	4,151	4,000	4,000	4,000
721500 Publications & Legal Notices	504	300	300	300
721600 Rents & Leases - Equipment	14,013	16,200	16,200	16,200
721800 Small Tools & Instruments	286	250	250	250
721900 Special Departmental Expense	254	6,000	6,000	6,000
722000 Transportation & Travel	1,893	3,000	3,000	3,000
TOTAL SERVICES & SUPPLIES	134,953	176,768	153,407	153,407
INTERFUND EXPENSE				
731400 Interfund Expense	0	0	28,330	28,330
TOTAL INTERFUND EXPENSE	0	0	28,330	28,330
TOTAL - ENGINEERING	1,003,625	1,106,350	1,151,006	1,151,006

ENGINEERING

COMMENTS

On January 15, 2013, the Board of Supervisors approved and placed the Engineering Division under the umbrella of the Public Works Department under the direction of the Public Works Director (formerly, the Road Commissioner). The Engineering Division has continued responsibility over the following divisions with individual budgets:

Engineering	01315
• Flood Control Services Fund	15010
• Refuse Disposal (Liner Fund)	11100
• Special District Services	01340

<u>REVENUE</u>	<u>Actual</u> <u>2014-15</u>	<u>Estimated</u> <u>2015-16</u>	<u>Projected</u> <u>2016-17</u>
Permits	\$ 53,973	\$ 63,150	\$ 56,000
Intergovernmental Revenue	48,126	59,700	53,000
Charges for Current Services	350	0	0
Miscellaneous (includes Salary/Benefit Reimbursement)	<u>432,914</u>	<u>758,293</u>	<u>738,739</u>
Total Revenue	\$535,363	\$881,143	\$847,739

STAFFING

<u>Permanent</u>	<u>2015-16 Authorized</u>			<u>2016-17 Recommended</u>		
	<u>Funded</u>	<u>Unfunded</u>	<u>Eliminated</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Eliminated</u>
Assistant County Engineer	0		1 ⁽¹⁾	0		
Assistant Engineer	1	2		1		2 ⁽²⁾
Deputy Public Works Director	1			0	1 ⁽³⁾	
Engineer I/II/III	2			3 ⁽⁴⁾		
Engineering Technician	1			3 ⁽²⁾		
Office Services Supervisor I/II	1			1		
Program Assistant I/II	2			2		
Senior Civil Engineer	<u>2</u>			<u>1</u>	<u>1</u>	
Total Permanent	10	2	1	11	2	2

ENGINEERING

STAFFING (continued)

- (1) The Assistant County Engineer position was eliminated in the 2015-16 fiscal year.
- (2) It is recommended to convert two (2) Assistant Engineer positions to two (2) Engineering Technician positions, thereby increasing the Engineering Technician allocation to three (3) to work on water and waste water projects as well as with Flood Control and water conservation efforts. It is the intent of the department to eliminate the remaining Assistant Engineer in the Fiscal Year 17-18 budget.
- (3) The position of Deputy Public Works Director will be unfunded for this fiscal year.
- (4) It is recommended to add one (1) Engineer I/II/III position. It is the intent of the Division to hire at the Engineer III level to oversee Flood Control and Ground Water Management duties.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$551,289) are recommended reduced \$73,287 based on the cost of recommended staffing.
- 710103** **Extra Help** (\$65,459) is recommended increased \$65,459 to fund an Extra Help Office Assistant I/II which is needed to fulfill Scale House duties while permanent employees are on leave, and fund an Extra Help Engineer Aide to ensure with Engineering tasks are completed.
- 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.

SERVICES & SUPPLIES

- 720200** **Clothing & Personal Supplies** (\$50) is recommended unchanged to provide safety clothing for the survey crew.
- 720300** **Communications** (\$4,000) is recommended unchanged for cell phone expenses of this Division.
- 720600** **Insurance** reflects the Department's contribution to the County's Self-Insured Liability Program.

ENGINEERING

SERVICES & SUPPLIES (continued)

- 720800** **Maintenance - Equipment** (\$132) is recommended unchanged based on anticipated expenditures for the washing of County vehicles and maintaining surveying equipment.
- 721100** **Memberships** (\$2,650) is recommended unchanged for membership in the County Engineers Association (\$1,450) and Regional Water Management Group (RWMG) (\$1,200).
- 721300** **Office Expense** (\$5,000) is recommended unchanged for office supplies based on the current and projected staffing levels.
- 721314** **Computer Equipment** (\$2,000) is recommended unchanged to fund the purchase of new computers and monitors based on the current and projected staffing levels.
- 721400** **Professional & Specialized Services** (\$100,000) is recommended reduced \$30,000 to fund the continued need for an outside surveyor, and for engineering and construction services.
- 721426** **Software** (\$4,000) is recommended unchanged to fund two licenses for AutoCAD Civil 3D (\$2,800), and one license for Water CAD (\$1,200).
- 721500** **Publications & Legal Notices** (\$300) is recommended unchanged to advertise bidding of County projects.
- 721600** **Rents & Leases - Equipment** (\$16,200) is recommended unchanged for the copy machine lease (\$8,100) and for the rental of vehicles from Central Garage (\$8,100).
- 721800** **Small Tools & Instruments** (\$250) is recommended unchanged to purchase and/or replace items as needed.
- 721900** **Special Departmental Expense** (\$6,000) is recommended unchanged for required State Fish & Game fees for any lake and stream bed alterations (\$5,000). Also included in this account are funds for the renewal for Civil Engineers' licenses (\$1,000).
- 722000** **Transportation & Travel** (\$3,000) is recommended unchanged based on current and projected expenses to provide out-of-county travel, private mileage reimbursement, and training.
- 731400** **Interfund Expense** (\$28,330) is recommended based on the projected amount to be reimbursed to the Road Fund for Road Fund employees' time spent working on Engineering projects. (This was previously budgeted under 721400 – Professional and Specialized Services.)