

**COUNTY OF MADERA
BUDGET UNIT EXPENDITURE DETAIL
BUDGET FOR THE FISCAL YEAR 2014-15**

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

<u>ACCOUNT CLASSIFICATION</u>	<u>ACTUAL EXPENDITURES 2012-13</u>	<u>BOARD APPROVED EXPENDITURES 2013-14</u>	<u>DEPARTMENT REQUEST 2014-15</u>	<u>CAO RECOMMENDED 2014-15</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	511,187	488,711	439,285	439,285
710103 Temporary Salaries	40,348	0	0	0
710105 Overtime	6,121	0	0	0
710200 Retirement	143,974	133,198	129,532	129,532
710300 Health Insurance	96,996	106,742	89,705	89,705
710400 Workers' Compensation Insurance	34,192	56,537	47,019	47,019
TOTAL SALARIES & EMPLOYEE BENEFITS	832,817	785,188	705,541	705,541
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	3,893	5,200	5,200	5,200
720300 Communications	5,350	5,700	5,700	5,700
720500 Household Expense	308	1,300	1,300	1,300
720600 Insurance	1,828	1,354	2,072	2,072
720800 Maintenance - Equipment	16,669	13,500	13,500	13,500
720900 Maintenance - Structures & Grounds	85,772	125,000	125,000	125,000
720905 Maintenance - Structures & Grounds-Jail	47,017	32,000	32,000	32,000
721300 Office Expense	5,547	1,200	1,200	1,200
721400 Professional & Specialized Services	93,937	90,000	93,000	93,000
721600 Rents & Leases - Equipment	27,357	28,000	28,000	28,000
721800 Small Tools & Instruments	1,097	4,000	4,000	4,000
721805 Small Tools & Instruments-Jail	835	3,500	3,500	3,500
721900 Special Departmental Expense	13,434	6,850	6,850	6,850
722000 Transportation & Travel	389	400	400	400
TOTAL SERVICES & SUPPLIES	303,433	318,004	321,722	321,722
TOTAL - BUILDING MAINTENANCE	1,136,251	1,103,192	1,027,263	1,027,263

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INTRAFUND TRANSFERS				
770100 Intrafund Transfer *	-123,603	-60,000	0	0
TOTAL INTRAFUND TRANSFERS	-123,603	-60,000	0	0
GRAND TOTAL - BUILDING MAINTENANCE	1,012,648	1,043,192	1,027,263	1,027,263

*Reflected as Intrafund Revenue in the Departmental Budget Narrative effective 2014-15 Fiscal Year

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>2012-13</u>	<u>Estimated</u> <u>2013-14</u>	<u>Projected</u> <u>2014-15</u>
Intrafund/Interfund Revenue	\$123,602	\$60,000	\$60,000

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

STAFFING

<u>Permanent</u>	<u>2013-14 Authorized</u>			<u>2014-15 Recommended</u>	
	<u>Funded</u>	<u>Unfunded</u>	<u>Eliminated</u>	<u>Funded</u>	<u>Unfunded</u>
Building Crafts & Maintenance Supervisor	1			1	
Building Crafts & Maintenance Worker I/II	5		5*	5	
Heating & Air-Conditioning Maintenance Specialist	1	1		1	1
Senior Building Crafts & Maintenance Worker	<u>2</u>	<u>1</u>	<u>—</u>	<u>2</u>	<u>1</u>
Total Permanent	9	2	5	9	2

*Elimination of five (5) Building Crafts & Maintenance Worker I/II was effective September 30, 2013.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$439,285) are recommended reduced \$49,426 based on the cost of recommended staffing.

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** (\$5,200) is recommended unchanged for uniform rental, boot reimbursement, rain gear, gloves, safety equipment, and first aid supplies. New laws in the NEC and NFPA now require Arc Flash Clothing that will have to be purchased.
- 720300** **Communications** (\$5,700) is recommended unchanged based on the Department's projected share of telecommunications cost, including monthly cell phone costs (12 cell phones) for staff to utilize the County's CRM system implemented in the 2012-2013 fiscal year.
- 720500** **Household Expense** (\$1,300) is recommended unchanged 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** (\$13,500) is recommended unchanged for maintenance of all shop equipment, such as forklift, crane, generator, 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.
- 720905** **Maintenance - Structures & Grounds - Jail** (\$32,000) is recommended unchanged to purchase numerous maintenance items which will be required for the Jail facility.
- 721300** **Office Expense** (\$1,200) is recommended unchanged to purchase office and computer supplies.
- 721400** **Professional & Specialized Services** (\$93,000) is recommended increased \$3,000 for preventative maintenance services for the heating and air-conditioning (HVAC) systems and controls within various County facilities. Included in this budget is \$13,500 for the annual window cleaning of the exterior windows at the County Government Center, \$4,800 for Fire system testing for the Government Center, and \$2,000 for the service agreement for the security card access system for the Government Center.
- 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** (\$3,500) is recommended unchanged for small tool replacement for the Correctional facility.
- 721900** **Special Departmental Expense** (\$6,850) is recommended unchanged based 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; a generator was added at the new Sheriff/Fire facility in Oakhurst in 2010-11. In addition, the Department's share of the annual CAMS system costs at RMA (\$1,250) is included in this account.
- 722000** **Transportation & Travel** (\$400) is recommended unchanged for travel and training expenses.