

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

Department: **ENGINEERING (01315)**
 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	415,209	513,511	750,824	750,824
710103 Extra Help	205,228	284,260	325,383	325,383
710105 Overtime	1,010	0	0	0
710200 Retirement	161,878	227,071	326,407	326,407
710300 Health Insurance	84,863	138,450	140,732	140,732
710400 Workers' Compensation Insurance	1,369	18,404	16,248	16,248
TOTAL SALARIES & EMPLOYEE BENEFITS	869,557	1,181,696	1,559,594	1,559,594
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	214	50	50	50
720300 Communications	3,385	5,000	4,000	4,000
720600 Insurance	160	100	570	570
720800 Maintenance - Equipment	0	132	132	132
721100 Memberships	1,273	2,400	2,400	2,400
721300 Office Expense	6,878	4,200	5,000	5,000
721314 Computer Equipment	0	0	3,000	3,000
721400 Professional & Specialized Services	45,287	160,000	130,000	130,000
721426 Software	0	0	4,000	4,000
721500 Publications & Legal Notices	85	300	300	300
721600 Rents & Leases - Equipment	11,785	12,000	12,000	12,000
721800 Small Tools & Instruments	71	250	250	250
721900 Special Departmental Expense	3,391	6,000	6,000	6,000
722000 Transportation & Travel	2,063	3,000	3,000	3,000
TOTAL SERVICES & SUPPLIES	74,591	193,432	170,702	170,702
TOTAL - ENGINEERING	944,148	1,375,128	1,730,296	1,730,296

ENGINEERING

COMMENTS

In April 2002, the Board of Supervisors approved an ordinance creating a Resource Management Agency (RMA). The Engineering Department is one of the five (5) departments in the agency. On January 15, 2013, the Board of Supervisors approved the transfer of responsibility for Building Inspections (budget organization 01370) to the forthcoming Community and Economic Development Department under the direction of the Planning Director, and placed the Engineering Division under the umbrella of the forthcoming Public Works Department under the direction of 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>2012-13</u>	<u>Estimated</u> <u>2013-14</u>	<u>Projected</u> <u>2014-15</u>
Permits	\$ 26,862	\$ 36,000	\$ 36,000
Intergovernmental Revenue	3,655	0	0
Charges for Current Services	14,435	11,000	15,000
Miscellaneous (includes Salary/Benefit Reimbursement)	<u>552,892</u>	<u>849,590</u>	<u>1,385,739</u>
Total Revenue	\$597,780	\$896,590	\$1,436,739

STAFFING

<u>Permanent</u>	<u>2013-14 Authorized</u>		<u>2014-15 Recommended</u>	
	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>
Assistant County Engineer	0	1	0	1
Assistant Engineer	3		3	
County Engineer	1		1	
Engineer III	0		2*	
Office Services Supervisor I/II	1		1	
Program Assistant I/II	2		2	
Senior Civil Engineer	<u>1</u>	-	<u>2**</u>	-
Total Permanent	8	1	11	1

ENGINEERING

STAFFING (continued)

*It is recommended to fund two (2) Engineer III positions to manage special districts and grant projects. These positions will be fully reimbursed by Special Districts and grants.

**It is recommended to fund a Senior Civil Engineer position to manage Solid Waste Operations. This position will be fully reimbursed by the Refuse Disposal – Liner Fund.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$750,824) are recommended increased \$237,313 based on the cost of recommended staffing.

710103 Extra Help (\$325,383) is recommended increased \$41,123 based on the cost of using extra-help civil engineers and Engineering Aides to work on grant funded projects, as well as the addition of an extra help to assist in monitoring duties at the Fairmead Landfill and provide oversight and staff coverage on Saturdays at the Landfill. The cost of these positions are fully reimbursed to the County from Grant Funds, Special Districts, and Solid Waste.

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 reduced \$1,000 for cell phone expenses of this Department.

720600 Insurance reflects the Department's contribution to the County's Self-Insured Liability Program.

720800 Maintenance - Equipment (\$132) is recommended unchanged based on anticipated expenditures for the washing of County vehicles and maintaining surveying equipment.

ENGINEERING

SERVICES & SUPPLIES (continued)

- 721100** **Memberships** (\$2,400) is recommended unchanged for membership in the California Land Surveyors' Association (\$250) and the County Engineers Association (\$350), CSAC (\$350), Environmental Services Joint Powers Authority (ESJPA) (\$250), and Regional Water Management Group (RWMG) (\$1,200).
- 721300** **Office Expense** (\$5,000) is recommended increased \$800 for office supplies based on the current and projected staffing levels.
- 721314** **Computer Equipment** (\$3,000) is recommended to fund purchase of new computers and monitors based on the current and projected staffing levels.
- 721400** **Professional & Specialized Services** (\$130,000) is recommended reduced \$30,000 to fund the continued need for an outside surveyor, and for engineering and construction services (\$15,000).
- 721426** **Software** (\$4,000) This account also funds 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** (\$12,000) is recommended unchanged for the copy machine lease (\$5,700) for this Department and rental of vehicles from the Central Garage.
- 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.