

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

Department: **GROUNDS
MAINTENANCE (01360)**
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	171,589	166,254	154,529	154,529
710200 Retirement	41,708	46,770	45,566	45,566
710300 Health Insurance	29,818	35,961	32,090	32,090
710400 Workers' Compensation Insurance	20,268	26,860	22,366	22,366
TOTAL SALARIES & EMPLOYEE BENEFITS	263,383	275,845	254,551	254,551
SERVICES & SUPPLIES				
720100 Agricultural	442	3,500	2,500	2,500
720200 Clothing & Personal Supplies	1,285	3,000	2,000	2,000
720300 Communications	1,796	2,000	2,000	2,000
720500 Household Expense	1,330	1,700	1,000	1,000
720600 Insurance	3,432	2,597	3,959	3,959
720800 Maintenance - Equipment	6,159	10,500	10,500	10,500
720900 Maintenance - Structures & Grounds	3,185	5,000	5,000	5,000
721100 Memberships	0	100	100	100
721300 Office Expense	231	500	500	500
721400 Professional & Specialized Services	140	0	10,000	10,000
721600 Rents & Leases - Equipment	11,905	15,100	13,000	13,000
721800 Small Tools & Instruments	1,895	3,100	2,500	2,500
721900 Special Departmental Expense	900	2,000	1,500	1,500
722000 Transportation & Travel	0	1,000	1,000	1,000
TOTAL SERVICES & SUPPLIES	32,700	50,097	55,559	55,559
TOTAL - GROUNDS MAINTENANCE	296,084	325,942	310,110	310,110
INTRAFUND TRANSFER				
770100 Intrafund Transfer *	-26,359	-30,000	0	0
TOTAL INTRAFUND TRANSFERS	-26,359	-30,000	0	0
GRAND TOTAL - GROUNDS MAINTENANCE	269,725	295,942	310,110	310,110

* Reflected as Intrafund Revenue in the Departmental Budget Narrative effective 2014-2015 Fiscal Year

GROUNDS MAINTENANCE

COMMENTS

Grounds Maintenance provides landscape maintenance and irrigation systems repair to parks and landscaped areas, as well as plans and installs new landscaped areas, as directed, around County facilities. As time permits, Grounds Maintenance assists in projects funded through the RMA-Flood Control budget (15010). Time spent by Grounds Maintenance staff directly related to flood control activities is charged to the Professional and Specialized Services account in the RMA-Flood Control budget.

<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	\$26,359	\$30,000	\$25,000

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>2013-14 Authorized</u>		<u>2014-15 Recommended</u>	
	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>
<u>Permanent</u>				
Grounds/Flood Control Maintenance Supervisor	1		1	
Grounds/Flood Control Maintenance Worker I/II	2	5	2	5
Senior Grounds/Flood Control Maintenance Worker	<u>1</u>	<u>—</u>	<u>1</u>	<u>—</u>
Total Permanent	4	5	4	5

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$154,529) are recommended reduced \$11,725 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.

GROUNDS MAINTENANCE

SERVICES & SUPPLIES

- 720100** **Agriculture** (\$2,500) is recommended reduced \$1,000 based on current and projected expenses for required fertilizers, herbicides, insecticides, replacement trees and shrubs, and lawn seed.
- 720200** **Clothing & Personal Supplies** (\$2,000) is recommended reduced \$1,000 based on current and projected expenses for uniforms, rain gear, gloves, and safety equipment.
- 720300** **Communications** (\$2,000) is recommended unchanged based on the Department's projected share of telecommunications cost, including monthly cell phone costs for staff to utilize the County's CRM system implemented in the 2012-2013 fiscal year.
- 720500** **Household Expense** (\$1,000) is recommended reduced \$700 based on current and projected expenses for janitorial supplies needed for County Parks and the maintenance shop.
- 720600** **Insurance** reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$10,500) is recommended unchanged for maintenance of lawn care equipment and gasoline for non-road equipment.
- 720900** **Maintenance - Structures and Grounds** (\$5,000) is recommended unchanged for the physical improvements to the grounds, such as sidewalk repair, curbs, mow strips, sprinkler extensions and repairs, restroom repairs, etc.
- 721100** **Memberships** (\$100) is recommended unchanged for membership in the Pesticide Applicators Professional Association.
- 721300** **Office Expense** (\$500) is recommended unchanged for shop office supplies.
- 721400** **Professional & Specialized Services** (\$10,000) is recommended for annual power cleaning of the Government Center Garage Facility, including pressure washing of the exterior walls, stairwells, and access roadway, and vacuum sweeping of all garage floor decks.
- 721600** **Rents & Leases - Equipment** (\$13,000) is recommended reduced \$2,100 based on current and projected expenses for rental of vehicles from the Central Garage and any necessary rental equipment.

GROUNDS MAINTENANCE

SERVICES & SUPPLIES (continued)

- 721800** **Small Tools & Instruments** (\$2,500) is recommended reduced \$600 based on current and projected expenses for the small tools needed to do routine landscape maintenance county-wide.
- 721900** **Special Departmental Expense** (\$1,500) is recommended reduced \$500 based on current and projected expenses for Grounds Maintenance's portion of the WinCams annual invoice, as well as for registration and supplies for application of chemical materials.
- 722000** **Transportation & Travel** (\$1,000) is recommended unchanged for registration fees and meals associated with landscaping and grounds maintenance seminars, as well as for training for various certifications including chemical application and testing backflow devices.