

**COUNTY OF MADERA
BUDGET UNIT EXPENDITURE DETAIL
BUDGET FOR THE FISCAL YEAR 2013-14**

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

<u>ACCOUNT CLASSIFICATION</u>	<u>ACTUAL EXPENDITURES 2011-12</u>	<u>BOARD APPROVED EXPENDITURES 2012-13</u>	<u>DEPARTMENT REQUEST 2013-14</u>	<u>CAO RECOMMENDED 2013-14</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	496,992	524,484	488,711	488,711
710103 Temporary Salaries	41,981	38,000	0	0
710105 Overtime	3,812	0	0	0
710200 Retirement	135,298	139,702	133,198	133,198
710300 Health Insurance	91,150	107,964	106,742	106,742
710400 Workers' Compensation Insurance	21,078	34,192	56,537	56,537
TOTAL SALARIES & EMPLOYEE BENEFITS	790,310	844,342	785,188	785,188
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	3,118	5,200	5,200	5,200
720300 Communications	586	5,700	5,700	5,700
720500 Household Expense	1,303	1,900	1,300	1,300
720600 Insurance	2,554	1,828	1,354	1,354
720800 Maintenance - Equipment	5,811	9,000	13,500	13,500
720900 Maintenance - Structures & Grounds	154,133	130,000	125,000	125,000
720905 Maintenance - Structures & Grounds-Jail	0	35,000	32,000	32,000
721000 Medical, Dental & Lab Supplies	0	500	0	0
721300 Office Expense	70	1,200	1,200	1,200
721400 Professional & Specialized Services	106,429	90,000	90,000	90,000
721600 Rents & Leases - Equipment	26,701	30,000	28,000	28,000
721800 Small Tools & Instruments	7,167	4,000	4,000	4,000
721805 Small Tools & Instruments-Jail	0	3,500	3,500	3,500
721900 Special Departmental Expense	2,282	4,850	6,850	6,850
722000 Transportation & Travel	220	400	400	400
TOTAL SERVICES & SUPPLIES	310,375	323,078	318,004	318,004
TOTAL - RMA - BUILDING MAINTENANCE	1,100,685	1,167,420	1,103,192	1,103,192

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INTRAFUND TRANSFERS				
770100 Intrafund Transfer	-67,972	-102,000	-60,000	-60,000
TOTAL INTRAFUND TRANSFERS	-67,972	-102,000	-60,000	-60,000
GRAND TOTAL - RMA - BUILDING MAINTENANCE	1,032,714	1,065,420	1,043,192	1,043,192

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.

STAFFING

<u>Permanent</u>	<u>2012-13 Authorized</u>		<u>2013-14 Recommended</u>		
	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Eliminated</u>
Building Crafts & Maintenance Supervisor	1		1		
Building Crafts & Maintenance Worker I/II	7	3	4		6*
Heating & Air-Conditioning Maintenance Specialist	2		2		
Senior Building Crafts & Maintenance Worker	<u>2</u>	<u>1</u>	<u>2</u>	<u>1</u>	<u>—</u>
Total Permanent	12	4	9	1	6

*Elimination of six (6) Building Crafts & Maintenance Worker I/II would be effective September 30, 2013, if approved.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$488,711) are recommended reduced \$35,773 based on the cost of recommended staffing.

710103 Temporary Salaries (\$0) is not recommended, a reduction of \$38,000. This expense is now allocated in the corrections budget (04610) as it is specifically assigned to the jail.

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 reduced \$600 based on actual and projected expenditures 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 increased \$4,500 based on actual and projected expenditures 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 reduced \$5,000 based on actual and projected expenditures for the necessary supplies to perform maintenance work on County facilities.
- 720905** **Maintenance - Structures & Grounds - Jail** (\$32,000) is recommended reduced \$3,000 based on actual and projected expenditures to purchase numerous maintenance items which will be required for the Jail facility.
- 721000** **Medical, Dental & Laboratory Supplies** (\$0) is not recommended, a reduction of \$500.
- 721300** **Office Expense** (\$1,200) is recommended unchanged to purchase office and computer supplies.
- 721400** **Professional & Specialized Services** (\$90,000) is recommended unchanged for preventative maintenance services for the heating and air-conditioning (HVAC) systems and controls within various County facilities. Included in this budget is \$12,500 for the annual window cleaning of the exterior windows at the County Government Center, and \$4,800 for Fire system testing for the Government Center.

BUILDING MAINTENANCE

SERVICES & SUPPLIES (continued)

- 721600** **Rents & Leases - Equipment** (\$28,000) is recommended reduced \$2,000 based on actual and projected expenditures for the rental of vehicles from the Central Garage and outside equipment rentals.
- 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 increased \$2,000 based on actual and projected expenditures 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.

INTRAFUND TRANSFER

- 770100** **Intrafund Transfer** (\$60,000) is recommended reduced \$42,000 and represents the estimated cost to perform maintenance projects at Child Support Services, Social Services, Behavioral Health Services, and Road Department buildings which can be charged back to those budgets.