

**COUNTY OF MADERA
BUDGET UNIT EXPENDITURE DETAIL
BUDGET FOR THE FISCAL YEAR 2011-12**

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

<u>ACCOUNT CLASSIFICATION</u>	<u>ACTUAL EXPENDITURES 2009-10</u>	<u>BOARD APPROVED EXPENDITURES 2010-11</u>	<u>DEPARTMENT REQUEST 2011-12</u>	<u>CAO RECOMMENDED 2011-12</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	568,894	545,000	530,000	530,000
710103 Temporary Salaries	46,365	15,000	38,000	38,000
710105 Overtime	7,323	0	0	0
710106 Stand-By Pay & Night Premium	468	500	500	500
710200 Retirement	145,536	127,903	132,990	132,990
710300 Health Insurance	119,567	107,059	109,444	109,444
710400 Workers' Compensation Insurance	23,999	23,290	21,078	21,078
TOTAL SALARIES & EMPLOYEE BENEFITS	912,152	818,752	832,012	832,012
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	5,194	4,000	5,200	5,200
720300 Communications	555	700	700	700
720500 Household Expense	1,887	2,000	2,000	2,000
720600 Insurance	2,352	2,038	2,554	2,554
720800 Maintenance - Equipment	13,619	9,000	9,000	9,000
720900 Maintenance - Structures & Grounds	123,017	155,000	140,000	140,000
720905 Maintenance - Structures & Grounds-Jail	41,195	40,000	40,000	40,000
721000 Medical, Dental & Lab Supplies	409	500	500	500
721300 Office Expense	1,300	1,200	1,200	1,200
721400 Professional & Specialized Services	97,975	95,000	90,000	90,000
721600 Rents & Leases - Equipment	33,827	30,000	30,000	30,000
721800 Small Tools & Instruments	6,926	4,000	4,000	4,000
721805 Small Tools & Instruments-Jail	3,453	3,500	3,500	3,500
721900 Special Departmental Expense	3,542	3,200	4,850	4,850
722000 Transportation & Travel	126	400	400	400
TOTAL SERVICES & SUPPLIES	335,377	350,538	333,904	333,904
FIXED ASSETS				
740300 Equipment	12,992	0	0	0
TOTAL FIXED ASSETS	12,992	0	0	0

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<u>ACCOUNT CLASSIFICATION</u>	ACTUAL EXPENDITURES 2009-10	BOARD APPROVED EXPENDITURES 2010-11	DEPARTMENT REQUEST 2011-12	CAO RECOMMENDED 2011-12
TOTAL - RMA - BUILDING MAINTENANCE	1,260,521	1,169,290	1,165,916	1,165,916
INTRAFUND TRANSFERS				
770100 Intrafund Transfer	-102,107	-60,000	-102,000	-102,000
TOTAL INTRAFUND TRANSFERS	-102,107	-60,000	-102,000	-102,000
GRAND TOTAL - RMA - BUILDING MAINTENANCE	1,158,414	1,109,290	1,063,916	1,063,916

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>2010-11 Authorized</u>	<u>2011-12 Recommended</u>	
		<u>Funded</u>	<u>Unfunded</u>
Building Crafts & Maintenance Supervisor	1	1	
Building Crafts & Maintenance Worker I/II	10	7	3
Heating & Air-Conditioning Maintenance Specialist	2	2	
Senior Building Crafts & Maintenance Worker	<u>3</u>	<u>2</u>	<u>1</u>
Total Permanent	16	12	4

SALARIES & EMPLOYEE BENEFITS

- 710102** Permanent Salaries (\$530,000) are recommended reduced \$15,000 based on the cost of recommended staffing.
- 710103** Temporary Salaries (\$38,000) are recommended increased \$23,000 for the extra help worker at the Jail. This position will be fully offset with Inmate Welfare Trust Funds.
- 710106** Stand-By Pay & Night Premium (\$500) is recommended unchanged based on the cost of one staff member on the evening shift at 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 increased \$1,200 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** (\$700) is recommended unchanged for the Department's share of telecommunications cost.
- 720500** **Household Expense** (\$2,000) 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** (\$9,000) is recommended unchanged based on anticipated 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** (\$140,000) is recommended reduced \$15,000 for the necessary supplies to perform maintenance work on County facilities.
- 720905** **Maintenance - Structures & Grounds - Jail** (\$40,000) is recommended unchanged to purchase numerous maintenance items which will be required for the Jail facility.
- 721000** **Medical, Dental & Laboratory Supplies** (\$500) is recommended unchanged based on prior year expenditures and projected need.
- 721300** **Office Expense** (\$1,200) is recommended unchanged to purchase office and computer supplies.
- 721400** **Professional & Specialized Services** (\$90,000) is recommended reduced \$5,000 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.
- 721600** **Rents & Leases - Equipment** (\$30,000) is recommended unchanged 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 provides 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.

SERVICES & SUPPLIES (continued)

- 721900** **Special Departmental Expense** (\$4,850) is recommended increased \$1,650 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** (\$102,000) is recommended increased \$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. Corrections will fund extra help services at the Jail utilizing the Inmate Welfare Trust Fund.