

COUNTY OF MADERA
 BUDGET UNIT DETAIL
 BUDGET FOR THE FISCAL YEAR 2018-19

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

	<u>ACTUAL 2016-17</u>	<u>BOARD APPROVED 2017-18</u>	<u>DEPARTMENT REQUEST 2018-19</u>	<u>CAO RECOMMENDED 2018-19</u>
<u>ESTIMATED REVENUES:</u>				
CHARGES FOR CURRENT SERVICES				
662800 Interfund Revenue	4,581	0	0	0
TOTAL CHARGES FOR CURRENT SERVICES	4,581	0	0	0
MISCELLANEOUS REVENUE				
670000 Intrafund Revenue	88,855	175,000	215,500	215,500
673000 Miscellaneous Revenue	408	500	0	0
TOTAL MISCELLANEOUS REVENUE	88,855	175,500	215,500	215,500
OTHER FINANCING SOURCES				
680100 Sales of Fixed Assets	387	0	0	0
TOTAL OTHER FINANCING SOURCES	387	0	0	0
<u>TOTAL ESTIMATED REVENUES</u>	<u>93,823</u>	<u>175,500</u>	<u>215,500</u>	<u>215,500</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	481,276	422,809	517,885	517,885
710102 Temporary Salaries	39,749	61,204	0	0
710105 Overtime	6,356	0	0	0
710106 Stand-By Pay	22,279	32,000	30,000	30,000
710200 Retirement	154,071	143,055	169,852	169,852
710300 Health Insurance	78,629	85,905	96,627	96,627
710400 Workers' Compensation Insurance	76,363	98,317	104,759	104,759
TOTAL SALARIES & EMPLOYEE BENEFITS	858,723	843,290	919,123	919,123

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2018-19**

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

	<u>ACTUAL 2016-17</u>	<u>BOARD APPROVED 2017-18</u>	<u>DEPARTMENT REQUEST 2018-19</u>	<u>CAO RECOMMENDED 2018-19</u>
SERVICES & SUPPLIES				
720200 Clothing & Personal Supplies	3,318	4,500	4,500	4,500
720300 Communications	6,318	5,800	5,800	5,800
720500 Household Expense	865	500	500	500
720600 Insurance	4,262	3,914	5,319	5,319
720800 Maintenance - Equipment	3,523	22,500	33,000	33,000
720900 Maintenance - Structures & Grounds	271,321	146,000	167,567	167,567
720905 Maintenance - Structures & Grounds-Jail	0	95,000	95,000	95,000
721300 Office Expense	210	500	500	500
721400 Professional & Specialized Services	151,755	158,900	135,000	135,000
721600 Rents & Leases - Equipment	33,312	33,400	44,880	44,880
721800 Small Tools & Instruments	987	4,000	4,000	4,000
721805 Small Tools & Instruments-Jail		2,000	2,000	2,000
721900 Special Departmental Expense	1,538	5,000	5,000	5,000
722000 Transportation & Travel	564	1,000	1,000	1,000
TOTAL SERVICES & SUPPLIES	477,973	483,014	504,066	504,066
FIXED ASSETS				
740200 Buildings & Improvements	23,100	20,000	0	0
TOTAL OTHER CHARGES	23,100	20,000	0	0
INTRAFUND TRANSFERS				
770100 Intrafund Transfers Out	963	0	0	0
TOTAL FIXED ASSETS	963	0	0	0
<u>TOTAL EXPENDITURES</u>	<u>1,360,759</u>	<u>1,346,304</u>	<u>1,423,189</u>	<u>1,423,189</u>
<u>NET COUNTY COST (EXP - REV)</u>	<u>1,266,936</u>	<u>1,170,804</u>	<u>1,207,689</u>	<u>1,207,689</u>

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.

ESTIMATED REVENUES

673000 Intrafund Revenue (\$215,500) are anticipated in charges to subvented departments for building maintenance services.

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries (\$517,885) are recommended increased \$95,076 due to the filling of two vacant positions with two long-time extra help Building Crafts & Maintenance Workers.

710103 Temporary Salaries (\$0) are not recommended due to the filling of two permanent positions with two long-time extra help employees.

700106 Stand-By Pay (\$30,000) is recommended reduced \$2,000 for Stand-By Pay, which was instituted for Building Maintenance in September 2016. Stand-By Pay provides for two workers (one for general County facilities, and one for the County Jail and Juvenile Hall) to be ready to respond to alarms and emergencies that occur on nights, weekends, and holidays.

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 (\$4,500) is recommended unchanged for uniform rental, boot reimbursement, rain gear, gloves, safety equipment, and first aid supplies.

BUILDING MAINTENANCE

SERVICES & SUPPLIES (continued)

- 720300** **Communications** (\$5,800) is recommended unchanged based on the Department's projected share of telecommunications cost, including monthly cell phone costs (11 cell phones) for staff to utilize the County's CRM system.
- 720500** **Household Expense** (\$500) 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** (\$33,000) is recommended increased \$10,500 for load testing and service of the generators at the Government Center, Jail, Sheriff's Office, and Juvenile Hall. Also included in this budget are costs for maintenance of all shop equipment, such as forklift, crane, generator, bucket truck, and saws. Generator inspections for County facilities and gasoline for the two off-road vehicles assigned to this Department are also funded from this account.
- 720900** **Maintenance - Structures & Grounds** (\$167,567) is recommended increased \$21,567 for anticipated repairs to the Morgue sprinkler system, and door repairs at the Juvenile Hall and Government Center. Costs for the necessary supplies to perform maintenance work on County facilities, and \$12,500 for pest control services for County facilities are also included here.
- 720905** **Maintenance - Structures & Grounds - Jail** (\$95,000) is recommended unchanged based on actual and projected expenditures for the necessary supplies to perform maintenance repairs at the County Jail.
- 721300** **Office Expense** (\$500) is recommended unchanged to purchase office and computer supplies.
- 721400** **Professional & Specialized Services** (\$135,000) are recommended reduced \$23,900. Services included here are: preventative maintenance services for the heating and air-conditioning (HVAC) systems and controls within various County facilities; Fire System testing of County facilities (\$67,956); Fire System repairs of County facilities (\$15,000); elevator maintenance at the Government Center and County Library (\$20,229); and the service agreement for the security card access system for the Government Center (\$2,000). The remainder of funds are used for various unanticipated professional services needed throughout the year (\$29,815).
- 721600** **Rents & Leases - Equipment** (\$44,880) is recommended increased \$11,480 based on actual and projected costs for rental of vehicles (35,280 total estimated miles) from the Central Garage as well as leased costs for two new trucks, and any necessary rental equipment.

BUILDING MAINTENANCE

SERVICES & SUPPLIES (continued)

- 721800** **Small Tools & Instruments** (\$4,000) are 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** (\$2,000) are recommended unchanged for small tool replacement for the County Jail.
- 721900** **Special Departmental Expense** (\$5,000) is recommended unchanged based on actual and projected costs 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; and the Department's share of the annual CAMS system costs (\$1,250) is included in this account.
- 722000** **Transportation & Travel** (\$1,000) is recommended unchanged for travel and training expenses for the County Management Workshop and County General Services Association conference.
- 740200** **Buildings & Improvements** (\$0) are not recommended.

**COUNTY OF MADERA
 BUDGET UNIT POSITION SUMMARY
 BUDGET FOR THE FISCAL YEAR 2018-19**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2017-18 Authorized Positions</u>		<u>2018-19 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3821	Building Crafts & Maintenance Supervisor	1.0	-	1.0	-	-	-	
3823	Building Crafts & Maintenance Worker I or							
3822	Building Crafts & Maintenance Worker II	5.0	-	5.0	-	-	-	
3730	Heating & Air Conditioning Maintenance Spe	2.0	-	2.0	-	-	-	
3820	Senior Building Crafts & Maintenance Worke	2.0	1.0	2.0	1.0	-	-	
	TOTAL	10.0	1.0	10.0	1.0	-	-	

NOTES: