

FACILITIES MANAGEMENT

Function: Public Works
Division: Facilities Management
Fund – Account Code: 100-043200

Mission Statement:

Public Works Department: To provide existing and future services as prescribed by the Caroline County Board of Supervisors at the required levels in a cost effective and efficient manner as possible by the use of existing and new alternative and innovative technology or methodology available to support the quality of life to the residents and the environment of Caroline County.

- Environmental protection responsibilities resulting from the operation of County facilities
- Special projects as required

Budget Highlights:

Additional funding has been proposed in the Fiscal Year 2007-2008 Budget for three new positions. These positions will be utilized for surveying County facilities in order to implement maintenance schedules, determine consistency with NACO Energy Saving guidelines. The goal is to respond to work orders with a week's period. It would also allow us to serve as the prime contractor on small County projects.

Budget Unit Description/Activities:

- Maintenance of all Caroline County facilities and grounds
- Custodial care of all County facilities
- Handling small building alterations
- Maintenance of street signs

BUDGET HIGHLIGHTS:

| Budget Funding and Expenditures | FY 05-06 Adopted Budget | FY 06-07 Adopted Budget | FY 07-08 Adopted Budget | Change Amount | % |
|---------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------|---------------|
| Funding Sources: | | | | | |
| General Local Revenue | \$ 942,968 | \$ 1,055,592 | \$ 1,340,954 | \$ 285,362 | 27.0% |
| Permits, Fees & Charges | 130,100 | 145,755 | | (145,755) | -100.0% |
| Categorical Aid: State | - | - | | - | 0 |
| Categorical Aid: Federal | - | - | | - | 0 |
| Categorical Aid: Local | - | - | | - | 0 |
| | <u>\$ 1,073,068</u> | <u>\$ 1,201,347</u> | <u>\$ 1,340,954</u> | <u>\$ 139,607</u> | <u>-73.0%</u> |
| Expenditures: | | | | | |
| Personnel Services | \$ 291,141 | \$ 246,440 | \$ 283,644 | \$ 37,204 | 15.1% |
| Employee Benefits | 77,034 | 69,041 | 81,491 | 12,450 | 18.0% |
| Purchased Services | 302,081 | 392,629 | 394,979 | 2,350 | 0.6% |
| Other Charges | 330,032 | 424,077 | 487,492 | 63,415 | 15.0% |
| Materials & Supplies | 47,480 | 56,810 | 77,618 | 20,808 | 36.6% |
| Capital Outlay | 25,300 | 12,350 | 15,730 | 3,380 | 27.4% |
| | <u>\$ 1,073,068</u> | <u>\$ 1,201,347</u> | <u>\$ 1,340,954</u> | <u>\$ 139,607</u> | <u>11.6%</u> |