

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

212



FROM: Department of Facilities Management

SUBMITTAL DATE:
February 15, 2008

SUBJECT: Adoption of Resolution 440-8771 Amending Ordinance 440 to Add Additional Positions for Custodial Services

RECOMMENDED MOTION: That the Board of Supervisors:

1. Amend Ordinance No. 440 pursuant to Resolution 440-8771 submitted herewith. Per Resolution add the following positions:

Ord. 440	Class Code	+/-	Class Title	Salary Plan	Grade	Salary
7200200000	62321	14	Custodian	UPE	148	\$21,608 - \$28,089
7200200000	62324	1	Custodial Supv	SEU	169	\$30,212 - \$39,328
7200200000	62322	1	Lead Custodian	SEU	106	\$25,697 - \$33,398

2. Authorize the Auditor-Controller to amend Facilities Management's Custodial Services budget (7200200000) for FY 2007/08 as specified in Schedule "A."

Robert Field

(Continued on Page 2)

RF:gag
2008-02-290

Robert Field, Director
Department of Facilities Management

FINANCIAL DATA	Current F.Y. Total Cost:	\$141,324	In Current Year Budget:	No
	Current F.Y. Net County Cost:	\$ -0-	Budget Adjustment:	Yes
	Annual Net County Cost:	\$ -0-	For Fiscal Year:	07/08

SOURCE OF FUNDS: Intra-Custodial Charges	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input checked="" type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

BY: *Jennifer L. Sargent*
Jennifer L. Sargent

County Executive Office Signature

FORM APPROVED COUNTY COUNSEL

BY: *Robert M. Pepper, Jr.* DATE: 3/3/08

Dep't Recomm.: Consent Policy
Per Exec. Ofc.: Consent Policy

FISCAL PROCEDURES APPROVED
ROBERT E. BYRD, AUDITOR-CONTROLLER
BY: *Suzana Garcia-Bogdan* 2/25/08
SUZANA GARCIA-BOGDAN

Approved by Ronald W. Komers
Asst. County Executive Officer/
Human Resources Director

Departmental Comment:

3.22

Department of Facilities Management
Adoption of Resolution 440-8771 and Authorization to Add Additional Position in
Support of Custodial Services
February 15, 2008
Page 2

BACKGROUND: At the request of the Sheriff's Department, Facilities Management has agreed to provide custodial services for the Ben Clark Training Center (BCTC), the Smith Correctional facility as well as the Jurupa, Hemet, Cabazon, and Lake Elsinore Sheriff's stations. In order to provide the proper level of service at these facilities it is necessary to add the following additional positions: 14 Custodians, one Supervising Custodian, and one Lead Custodian.

Based upon projected start dates for the additional custodial staff needed to service the above-mentioned facilities, the Department estimates that staffing costs for these additional positions will equate to approximately \$141,324 for FY 2007/08. All associated costs for these additional positions will be fully recovered through FY 2007/08 Board-approved rates. Thus, no additional Net County Cost will be incurred as a result of adding these new positions.

Department of Facilities Management
Adoption of Resolution 440- 8771 and Authorization to Add Additional Position in
Support of Custodial Services
February 15, 2008
Page 3

Schedule A

Increase Appropriations:

10000-7200200000-510040 ✓	Regular Salaries	\$82,723
10000-7200200000-518100 ✓	Budgeted Benefits	<u>\$58,601</u>
		\$141,324 ✓
10000-7200200000-571700 ✓	Intra-Custodial	(\$141,324) ✓

1 RESOLUTION NO. 440-8771

2
3 BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in
4 regular session assembled on March 11, 2008, that pursuant to Section 5.A. of
5 Ordinance No. 440, the Director of Facilities Management is authorized to make the following listed
6 change(s), operative on the date of approval, as follows:

7

<u>Job Code</u>	<u>+/-</u>	<u>Department ID</u>	<u>Class Title</u>
8 62324	+ 1	7200200000	Custodial Supervisor
9 62321	+ 14	7200200000	Custodian
10 62322	+ 1	7200200000	Lead Custodian

11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27