

CITY OF MERCED
2018-2019 CITY COUNCIL APPROVED BUDGET

TAB 9

DEVELOPMENT SERVICES

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Engineering

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ENGINEERING DEPARTMENT
FUND NO. 017
ACCOUNT NO. 0803

DESCRIPTION

The Engineering Department is responsible for the management of the City's right-of-way as well as construct Capital Improvement Programs. The projected construction budgets for 2018-2019 exceed 12 Million dollars in infrastructure projects. The department's responsibility includes monitoring engineering services, construction contracts, new development projects, maintenance of the infrastructure plats, mapping, record systems, Chair of the Traffic Committee and Right-of-Way (ROW) activities. The Department is responsible for updating the City's Standard Designs of common engineering structures. The Department remains in compliance with Local, State, and Federal laws by monitoring and reporting on the infrastructures grant procurement. The department is dedicated to continual training and pursuit of new federal and state funding. The objective is to provide professional technical assistance to the City Manager, Council and other departments within the organization and the successful construction of all new public facilities.

MISSION

The Engineering Department, a Division of the Public Works Department strives to support its customers (public and private agencies, other city departments, and the general public) with prompt, quality technical assistance in capital improvements. The Engineering division will also develop project standards that will protect the City's investments, preserve its infrastructure investment and plan for future community needs, while ensuring and complying with current and future mandates, along with public concerns and opinions.

GOALS

- Manage infrastructure development through Capital Improvement Program.
- Oversee and coordinate updates to the Sewer Master Plan.
- Continue to work with Development Services Department as it relates to infrastructure and utility needs for new development and annexations.
- Support City groundwater/surface water issues as it relates to the Merced Area Groundwater Pool Interests (MAGPI), Sustainable Groundwater Management Act (SGMA) and with the on-going water resources ground water model of the Merced County Aquifer basin.
- Assist Development Services Department with the Bicycle Advisory Commission (BAC) on bike related issues and projects.
- Apply for, obtain, and manage various infrastructure grants.
- Work on updating City Standard Designs and Specification.

- Post Capital Improvement Project schedules on City website to enhance transparency and stakeholder communication.
- Review and report on AB1600 Impact/Development Fees.
- Create a Pavement Management System.
- Support the Planning Department in the development of Active Transportation Program.
- Comply with Local Business Enterprise (LBE) Program.
- Monitor Disadvantaged Business Enterprise (DBE) Program as mandated for federally-funded projects.

OBJECTIVES

PERFORMANCE MEASUREMENTS/INDICATORS

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|---|---|
| 1. Manage infrastructure development through Capital Improvement Program (CIP). | Monitor, prioritize, and coordinate CIP Program with other Department Heads and City Manager throughout the fiscal year. Implement a Pavement Management Program to objectively and optimally select street maintenance treatments and locations. |
| 2. Assist various departments in grant funding applications for capital improvements, operations, and maintenance of the City's infrastructure. | Monitor calls for projects from local, regional, state, and federal agencies to identify and receive possible grants, as funding becomes available through various sources on an annual basis. |
| 3. Assist in the development of the City Active Transportation Program Projects. | Apply for grant funding to support the prioritized list of locations identified in the Active Transportation Program (ATP) for Sidewalks and other bike related projects. |
| 4. Assist with Sewer Master Plans. | Manage and coordinate consultant' work on the Sewer Master Plans. |
| 5. Continue to provide staff support relating to the MAGPI and SGMA. | On-going support of City groundwater/surface water issues as it relates to the MAGPI and with the on-going water resources model of the Merced County Aquifer basin. Work collaboratively with other stakeholders such as M.I.D. and Merced County on SGMA. |

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|---|---|
| 6. Effectively manage the construction of the Capital Improvement Program. | Working with the design staff, various City Department, and utilities to avoid construction delays and claims through enhanced communication of schedules and more thorough plans and specifications. |
| 7. Work with other City Departments and the Building Industry Association (BIA) in updating City Standard Designs of Common Engineering Structures. | Prepare proposed changes/additions to City Standard Designs that are economical without compromising health, safety, and welfare. To be reviewed with other City departments and BIA before approval and adoption. |
| 8. Monitor Chapter 927 Statute of 1987 (AB1600) Impact Fees. | Review the estimated cost of public improvements identified in the Capital Improvement Program budget and the Public Facilities Financing Plan. Needs and impact determination for said improvements for which the fees are charged to be completed by November 2018. Conduct annual Public Hearing, presenting updated resolution to the City Council. |
| 9. Monitor the Local Business Enterprise (LBE) for locally funded projects. | Determine local business bidding opportunities in developing bid packages for capital improvement projects. |
| 10. Manage the Disadvantaged Business Enterprise (DBE) Programs for federally funded projects as mandated. | Update the Disadvantaged Business Enterprise (DBE) Program as required annually by FHWA, HUD, and FAA. Comply with DBE reporting requirements by September 2018. |

2018-2019 BUDGET HIGHLIGHTS

As part of the FY 2018- 2019 Proposed Budget, Engineering will work with appropriate agencies in managing water, wastewater, and possibly storm drainage master planned activities; keeping apprised of regional, state and federal issues regarding regulation and permitting of water, wastewater, and storm drainage facilities. Engineering will

participate with the continued implementation of the Storm Water Management Programs as dictated by new State mandates and NPDES Permit.

Engineering will work with other departments to develop the Capital Improvement Program Projects identified in the annual budget, and to carefully plan for future projects in the 5-year plan. Engineering will also work with regional agencies to plan and develop projects that will provide regional infrastructure and financing thereof.

Infrastructure projects planned for construction in FY 2018-2019 include: B Street Sewer Main Replacement; N Street reconstruction from Childs Avenue to 8th Street; Yosemite Avenue Sweeper Site, Widening of Yosemite Avenue from San Augustine Avenue to State Route 59; Reconstruction of V Street (18th to 16th Streets); Turn Pocket and Roadway Rehabilitation; Traffic Signal Installation at the Intersection of SR 59/16th Street; Sidewalk Infill at Various Locations; Well Site Modifications.

In addition to these projects, other projects will be developed and prioritized with the implementation of the county-wide Pavement Management System (PMS). This will allow staff and Council a better tool for selecting roadway projects for both Measure V and SB1 funding. The PMS is anticipated to be completed and operational during the 2018-2019 FY.

Engineering Projects/Std

ACCOUNT NO. 0803

EXPENSES	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Dept.Head Request 2018-19	City Mgr. Recom. 2018-19	Council Approval 2018-19
Personnel Expenses	1,281,286	1,067,714	1,522,243	1,545,554	1,634,561	1,634,561
Supplies and Services	294,851	486,006	386,439	386,135	388,466	388,466
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
* Undefined *	0	0	0	0	13,591	13,591
TOTAL	1,576,137	1,553,720	1,908,682	1,931,689	2,036,618	2,036,618

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FINANCING SOURCES	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Estimated 2018-19
Encroachment Permits	0	0	0	179,280
Other Federal Grants	0	0	53,000	0
Engineering Inspect Fees	0	0	0	30,000
Plan Checking Fees-Plans	1,098	4,768	5,000	165,000
Personnel Time ChargedCIP	790,799	610,510	910,000	825,000
Sale of Plans	3,768	1,450	3,500	3,500
PERS-EE Share 2.5% @ 55	57,430	36,224	30,846	26,110
PERS-EE Share 2% @ 60	0	2,897	4,963	13,522
PERS-EE Share 2% @ 62	4,721	9,830	30,448	27,005
Unclassified	186	11	0	15
Adm Reimb-Facils Roadways	772	791	3,744	4,221
Adm Reimb-Facili Traffic	49	50	191	289
Adm Reimb-Facilities Fire	110	113	427	648
Adm Reimb-Faciliti Police	147	150	570	867
Adm Reimb-Facilitie Parks	107	110	368	677
Interdept DSR-Streets	108,342	100,347	89,853	108,601
Interdept DSR-Pub Wrks Ad	6,451	6,644	5,235	3,453
Interdept DSR-Wastewater	275,843	278,080	247,620	259,689
Interdept DSR-Water Sys	335,526	337,393	297,338	310,513
Interdept DSR-Refuse	6,153	6,183	5,055	28,821
Interdept DSR-Airport Ind	6,302	5,596	700	3,380
Interdept DSR-Liability	37,503	38,862	37,905	39,148
Other Revenues	59,170-	113,711	181,919	6,879
TOTAL	1,576,137	1,553,720	1,908,682	2,036,618

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Engineering Projects/Std

P E R S O N N E L

Number of Positions

Classification	Funded In Budget 2017-18	Dept. Head Request 2018-19	City Mgr. Recom. 2018-19	Council Approval
Dir of Devel. Svcs.	.20			
City Engineer	1.00	1.00	1.00	1.00
Sr/Assoc/Asst Engineer	4.00	3.00	2.00	2.00
Engineer Tech. I/II/III/IV	2.00	5.00	7.00	7.00
Land Engineer	1.00			
Secretary I/II/III	1.00	1.00	1.00	1.00
City Surveyor	1.00	1.00	1.00	1.00
Environment Projects Manager	1.00	1.00	1.00	1.00
Principal Architect	1.00			
TOTAL	12.20	12.00	13.00	13.00

BUDGET DETAIL EXPENSES

017-0803	Engineering Projects/Std						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
531.01-00	Regular Salaries	807,501	673,465	953,160	908,032	961,136	961,136
531.04-01	Regular Overtime	144	4,402	3,000	3,083	3,000	3,000
531.10-02	Unused Sick Leave	0	879	0	0	0	0
531.10-05	Retirement PERS Classic	188,500	84,095	30,564	20,642	26,634	26,634
531.10-06	Social Security-OASDI	48,428	40,240	58,711	55,738	58,970	58,970
531.10-07	Social Security-Medicare	11,414	9,517	13,731	13,036	13,791	13,791
531.10-09	Retirement-PERS Lateral	0	7,540	5,629	15,755	15,717	15,717
531.10-10	Retirement-PERS New Membr	18,236	28,184	37,838	36,290	34,588	34,588
531.10-12	Workers Compensation	3,072	2,742	4,059	14,623	15,124	15,124
531.10-20	Earned Benefit	887	7,361	7,057	8,330	8,310	8,310
531.10-21	Bilingual Pay Program	0	0	0	600	600	600
531.10-24	Vehicle Allowance	2,438	991	1,541	7,848	7,848	7,848
531.10-33	Core Allowance	185,262	145,437	219,292	252,183	268,979	268,979
531.10-35	Post Employment Benefits	15,404	13,910	21,480	36,415	36,415	36,415
531.10-73	Retirement UAL Misc	0	0	99,924	110,841	116,812	116,812
531.10-75	Ret-EE Share PERS Classic	0	36,224	30,846	20,249	26,110	26,110
531.10-76	Ret-EE Share PERS Lateral	0	2,897	4,963	13,555	13,522	13,522
531.10-77	Ret-EE Share PERS NewMem	0	9,830	30,448	28,334	27,005	27,005
Personnel Services		1,281,286	1,067,714	1,522,243	1,545,554	1,634,561	1,634,561
532.12-00	Telephone	1,068	1,698	2,000	2,000	2,000	2,000
532.13-00	Postage	365	171	400	400	400	400
532.14-00	Advertising	0	1,514	0	75	75	75
532.15-00	Office Supplies	5,186	6,098	5,000	5,100	5,100	5,100
532.17-00	Professional Services	0	207,155	45,000	25,000	25,000	25,000
532.18-00	Travel and Meetings	6,031	3,820	6,188	7,000	7,000	7,000
532.19-00	Mileage	100	0	150	150	150	150
532.20-00	Training Expense	4,913	6,102	8,688	9,500	9,500	9,500
532.21-00	Rents/Leases	5,297	5,493	5,700	5,000	5,000	5,000
532.22-00	Office Equipment O & M	135	251	500	1,500	1,500	1,500
532.23-00	Vehicle Operations/Maint	8,357	6,946	8,759	6,973	6,589	6,589
532.24-00	Memberships, Subscription	16,465	21,150	24,136	22,533	22,533	22,533
532.27-00	Small Tools	925	1,763	1,800	1,800	1,800	1,800
532.28-00	Safety Supplies	0	0	0	860	860	860
532.30-01	Dept Share of Insurance	17,164	19,858	18,233	17,705	18,424	18,424
532.32-00	Vehicle Replacement Fee	43,796	0	0	0	0	0
532.35-84	Retro Fee Expense	100	50	0	0	0	0
532.38-00	Support Services	52,426	57,596	81,613	110,865	112,523	112,523
532.43-00	Machinery/Equipment	0	0	25,000	0	0	0
532.45-00	Facilities Maint Charge	50,369	57,091	40,445	41,342	39,941	39,941
Supplies and Services		212,697	396,756	273,612	257,803	258,395	258,395
534.91-01	Adm Exp-City Manager	12,843	16,475	22,552	22,317	28,105	28,105
534.91-02	Adm Exp-City Attorney	2,790	3,251	5,996	5,890	5,951	5,951
534.91-03	Adm Exp-City Clerk	10,124	11,043	10,833	13,451	11,539	11,539
534.91-09	Adm Exp-Finance	45,814	46,972	59,968	72,942	70,180	70,180
534.91-10	Adm Exp-Purchasing	5,444	6,262	7,294	7,367	7,513	7,513
534.91-16	Adm Exp-City Council	5,139	5,247	6,184	6,365	6,783	6,783
Administrative		82,154	89,250	112,827	128,332	130,071	130,071
968.93-72	Trsf-Support Service(672)	0	0	0	0	13,591	13,591
Other		0	0	0	0	13,591	13,591
**	Engineering Projects/Std	1,576,137	1,553,720	1,908,682	1,931,689	2,036,618	2,036,618

ENGINEERING

- 12-00 Department office and cellular phones.
- 13-00 Postage for general correspondence, including responses to Traffic Committee requests.
- 14-00 Newspaper advertising cost for miscellaneous Requests for Proposals.
- 15-00 Office supplies; includes ink cartridges, pens, paper, envelopes, fasteners, tissue, etc.
- 17-00 Miscellaneous Professional Services as needed; includes geotechnical, survey, and traffic engineering.
- 18-00 Meetings and travel associated with the following meetings, as well as training in Line 20-00: American Public Works Association (APWA); American Society of Civil Engineers; Institute of Transportation Engineers (ITE); California Water Pollution Control Association; American Water Works Association (AWWA); Air Pollution Control District; computer training; AutoCAD updating; City-County cooperation; and other staff training as needed.
- 19-00 Mileage reimbursement for employee use of personal vehicle (i.e. travel to or from work-required training courses).
- 20-00 Various technical workshops, computer assisted drafting and registration for workshops and conferences listed in Line 18-00 above.
- 21-00 Lease and maintenance agreement for large format plotter.
- 22-00 Maintenance for department printers, large-format plotters, and PC hardware and equipment.
- 23-00 Repair and maintenance cost associated with City-owned vehicles.
- 24-00 Institute of Transportation Engineers; American Public Works Association (APWA); Cadence; Catalyst; American Society of Civil Engineers; California Water Pollution Control Association; Water Environment Federation (WEF); Groundwater Resources Association; American Water Works Association (AWWA); and professional registrations and subscriptions.

27-00 Survey supplies; includes survey markers, paint, nails, ribbon, etc.

28-00 Safety supplies; includes hard hats, safety vests, and safety boots for employees in the field.

PLANNING AND PERMITTING
FUND NO. 017
ACCOUNT NO. 0804

DESCRIPTION

The Planning and Permitting Division of the City's Development Services Department is primarily responsible for developing and maintaining the City's General Plan (the City's long-term vision for growth and development), processing applications for new development, and ensuring compliance with the City's zoning code and other regulations. In addition, the Division provides customer assistance, maintains a "one-stop" permit process for new commercial, industrial, and residential projects, assists new businesses in meeting City regulations and State environmental requirements, and prepares neighborhood plans and other special projects. The Division provides a professional level of development services support to the general public, applicants for new development projects, new and current business owners, City departments, Bicycle Advisory Commission, Planning Commission, and the City Council.

MISSION

The Planning and Permitting Division guides the community as it grows in meeting its long-range vision, land use, circulation, and public facilities and infrastructure needs, and maintaining its high quality of life.

GOALS

- ◇ Implementation of the General Plan that is used by citizens, local officials, and agencies as the primary policy framework for City growth and development.
- ◇ Complete the 5-Year Update of the Public Facilities Financing Plan and Public Facilities Impact Fee program as well as continuing to monitor its implementation.
- ◇ Complete the initial implementation of the Commercial Cannabis Business Ordinance.
- ◇ Completion of projects, such as the Active Transportation/Safe Route to Schools Plan.
- ◇ Process development applications with a commitment to efficiency, problem solving, flexibility, and balancing of competing interests. Efficiently manage the City's development review process.
- ◇ Re-evaluate the sign ordinance to allow for uniformity within the City.

PLANNING AND PERMITTING

OBJECTIVES

1. Implementation of Commercial Cannabis Business Ordinance.
2. 5-Year Update of Public Facilities Financing Plan & Impact Fee Program
3. Completion of Development Streamlining Efforts, including the Modified Planning Application Fee Schedule.
4. Work on Long-Range Planning Projects
5. Work on the Programmatic Climate Action Plan (PCAP) to implement the Climate Action Plan (adopted in October 2012)

PERFORMANCE MEASUREMENTS/INDICATORS

The Commercial Cannabis Business Ordinance and associated fees/selection criteria were effective in January 2018 with initial applications accepted in March 2018. Completion of the Merit-Based Selection Process for the 4 Dispensaries/Retail Sales by August 2018. Approval of Other Cannabis Businesses from Initial March 2018 Application Period by October 2018 with other later applications on an ongoing basis.

Completion by June 2019 of the 5-Year Update of the Public Facilities Financing Plan and Impact Fee Program (adopted in October 2012) including formation of a Task Force to review project list and overall fee program.

The Comprehensive Zoning Ordinance Update was adopted in Sept 2016. Completion of other streamlining efforts, including a modified Planning application fee schedule to reflect the new Zoning Code requirements, by Late 2018.

Complete work on the Active Transportation/Safe Route to Schools Plan (by Fall 2018), including document preparation and public hearings.

Completion by Summer 2019, pending other priorities.

PLANNING AND PERMITTING

OBJECTIVES

PERFORMANCE MEASUREMENTS/INDICATORS

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| 6. Continue to process major development applications (such as general plan amendments, zone changes, subdivision maps, conditional use permits, annexations, environmental reviews, etc.) | Ongoing. Continue to bring the projects before the decision makers (City Council, Planning Commission, etc.) in a timely manner (generally 6-8 weeks after application). |
| 7. Continue to process minor development applications, such as Administrative Conditional Use Permits for Signs, Site Plan Approval applications, Minor Subdivisions, etc., as well as building permits and new business licenses. | Ongoing. Continue to process such applications within a 2-4 week time frame. Continue to explore streamlining opportunities to make all processes more efficient. |
| 8. Continue to provide staff support to the City Council, Planning Commission, the Bicycle Advisory Commission (BAC), the ATP Citizens Focus Group, and others as needed | Agenda packets for meetings are made available at least 3 days prior to meetings. City Council and Planning Commission meet twice a month. BAC meets 6 times per year. |

2018-2019 BUDGET HIGHLIGHTS

- ◆ Implementation of the Commercial Cannabis Business Ordinance
- ◆ Update the Public Facilities Financing Plan
- ◆ Work on long-range Planning projects
- ◆ Streamlined development process

Planning & Permitting

ACCOUNT NO. 0804

E X P E N S E S	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Dept.Head Request 2018-19	City Mgr. Recom. 2018-19	Council Approval 2018-19
Personnel Expenses	797,106	725,057	853,436	906,900	960,208	882,023
Supplies and Services	347,430	369,487	469,686	635,555	717,016	707,016
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	5,225	2,822	0	0
Capital Improvements	0	18,056	0	0	0	0
* Undefined *	25,000	16,611	25,000	25,000	48,494	48,494
TOTAL	1,169,536	1,129,211	1,353,347	1,570,277	1,725,718	1,637,533

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F I N A N C I N G S O U R C E S	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Estimated 2018-19
Other State Grants	42,024	19,167	15,250	48,140
Zone Changes	3,535	0	7,888	4,903
SUP Establishments	0	12,063	7,888	4,903
SUP Revisions - P.D.	0	6,514	2,388	6,124
Annexations/Prezoning	6,918	14,634	9,538	9,798
Conditional Use Permit	32,528	14,418	30,846	23,018
Subdivisions Tentative	5,547	6,409	5,978	6,139
Subdivisions Final	225	14,346	4,782	9,822
Minor Subdivisions	3,560	4,540	4,302	4,910
Site Plan Review	14,007	8,756	11,954	9,825
Design Review Fees	1,400	5,685	2,753	1,596
Environmental Review ERC	3,297	8,713	10,774	4,918
Environmental Review EIS	1,154	0	0	6,139
Sale of Maps	0	0	10	10
Sale of Ordinances	0	0	10	10
Sale of Publications	59	0	50	75
General Plan Revision	5,714	16,720	10,992	9,195
Application Filing Fees	1,405	1,079	1,733	1,780
Environ Impact Filing EIR	16,500	24,159	0	15,000
Home Occupation Permit	4,563	4,725	5,400	5,270
Personnel Time ChargedCIP	2,447	0	2,000	1,000
BP-Plan Checking Fees	17,036	30,277	23,736	26,270
Staff Research TimeCharge	56	0	108	110
PERS-EE Share 2.5% @ 55	32,168	26,413	28,672	20,666
PERS-EE Share 2% @ 60	0	0	0	3,647
PERS-EE Share 2% @ 62	4,838	6,062	8,600	12,750
Application Fees	0	0	0	58,390
Regulatory Fees	0	0	0	165,217
Residential Const Def Fee	13,589	4,943	0	0
Frontage Fee Processing F	0	0	0	100
PCN Zoning Letters	171	85	360	1,840
Investment Earnings	1,206	4,746	3,040	9,630
Unclassified	20	10	100	10
Other Revenue-Developers	165,000	241,586	0	0
Strt Close/Temp Encroach	4,024	3,704	3,283	3,852
Sale of Equipment	105	0	0	0
Adm Reimb-Facils Roadways	7,474	7,661	83,892	94,572
Adm Reimb-Facili Traffic	476	488	4,273	6,485
Adm Reimb-Facilities Fire	1,064	1,090	9,557	14,525
Adm Reimb-Faciliti Police	1,422	1,458	12,782	19,434
Adm Reimb-Facilitie Parks	1,037	1,063	8,253	15,161

FINANCING SOURCES	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Estimated 2018-19
Interdept DSR-Rec & Park	9,393	9,709	9,500	9,811
Interdept DSR-Wastewater	76,424	91,501	87,560	90,433
Interdept DSR-Water Sys	68,429	65,681	62,158	90,433
Interdept DSR-Refuse	2,167	1,667	2,500	2,500
Trsf-General Fund (001)	249,089	539,687	302,039	25,882
Trsf-2107.5 Gas Tax (012)	7,579	15,038	7,588	7,550
Trsf-CFD Dev Service(161)	17,772	18,848	21,413	27,690
Trsf-Unemployment Fn(668)	0	20,562	0	0
Other Revenues	344,114	124,996	539,397	758,000
TOTAL	1,169,536	1,129,211	1,353,347	1,637,533

[illegible]

PERSONNEL

Number of Positions

Classification	Funded In Budget 2017-18	Dept.Head Request 2018-19	City Mgr. Recom. 2018-19	Council Approval
Dir. Devel. Svcs.	.30	.35	.35	.35
Deputy Devel. Svc. Director			.80	
Planning Manager	1.00	1.00	1.00	1.00
Princ/Sr/Assoc Planner	2.00	2.00	2.00	2.00
Planner/Asst Planner	1.00	1.00	1.00	1.00
Planning Technician I/II	1.00	1.00	1.00	1.00
Secretary I/II/III	1.60	1.50	1.50	1.50
TOTAL	6.90	6.85	7.65	6.85

BUDGET DETAIL EXPENSES

017-0804	Planning & Permitting						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
511.01-00	Regular Salaries	487,977	434,095	503,304	526,608	570,736	520,539
511.03-00	Extra Help	8,914	12,233	16,000	16,440	16,400	16,400
511.04-01	Regular Overtime	2,279	1,544	10,892	20,649	10,892	10,892
511.10-02	Unused Sick Leave	2,184	2,433	2,495	2,624	2,618	2,618
511.10-05	Retirement PERS Classic	105,639	61,024	28,403	21,175	21,123	21,123
511.10-06	Social Security-OASDI	30,478	27,143	32,570	34,450	35,963	32,851
511.10-07	Social Security-Medicare	7,345	6,631	7,849	8,446	8,797	8,069
511.10-08	State Unemployment	0	0	0	60	60	60
511.10-09	Retirement PERS Lateral	0	0	0	4,225	4,215	4,215
511.10-10	Retirement-PERS New Membr	18,684	17,278	10,688	16,755	20,350	16,331
511.10-12	Workers Compensation	2,320	2,097	3,047	2,820	2,820	2,820
511.10-20	Earned Benefit	11,091	12,875	21,205	25,466	15,375	15,375
511.10-21	Bilingual Pay Program	605	602	600	600	600	600
511.10-24	Vehicle Allowance	2,438	991	2,311	2,747	2,747	2,747
511.10-27	PTS Plan FICA Alternative	116	161	208	214	213	213
511.10-33	Core Allowance	98,501	90,513	100,160	91,041	106,890	89,899
511.10-35	Post Employment Benefits	18,535	22,962	23,668	30,843	30,843	30,843
511.10-73	Retirement UAL Misc	0	0	52,764	64,282	69,365	69,365
511.10-75	Ret-EE Share PERS Classic	0	26,413	28,672	20,717	20,666	20,666
511.10-76	Ret-EE Share PERS Lateral	0	0	0	3,656	3,647	3,647
511.10-77	Ret-EE Share PERS NewMembr	0	6,062	8,600	13,082	15,888	12,750
Personnel Services		797,106	725,057	853,436	906,900	960,208	882,023
512.12-00	Telephone	453	493	1,000	1,020	1,020	1,020
512.13-00	Postage	1,783	2,411	6,940	8,682	8,682	8,682
512.14-00	Advertising	2,069	2,959	4,880	7,520	7,520	7,520
512.15-00	Office Supplies	10,718	14,789	12,140	12,571	12,571	12,571
512.16-00	Printing	225	956	4,031	4,170	4,170	4,170
512.17-00	Professional Services	144,614	136,672	163,908	324,337	364,337	364,337
512.18-00	Travel and Meetings	2,914	1,467	7,576	12,461	12,461	12,461
512.19-00	Mileage	0	0	188	191	191	191
512.20-00	Training Expense	2,058	1,930	10,795	15,440	15,440	15,440
512.21-00	Rents/Leases	240	237	1,390	1,417	1,417	1,417
512.22-00	Office Equipment O & M	135	0	80	82	82	82
512.24-00	Memberships, Subscription	5,544	5,335	7,675	7,898	7,898	7,898
512.29-00	Other Materials Supplies	0	0	0	0	2,822	2,822
512.30-01	Dept Share of Insurance	11,053	12,811	11,330	11,095	11,784	11,784
512.34-00	Contingency Reserve	0	0	25,000	0	34,764	24,764
512.35-84	Retro Fee Expense	100	50	0	0	0	0
512.38-00	Support Services	32,390	35,882	37,623	46,136	47,840	47,840
512.45-00	Facilities Maint Charge	56,291	63,803	61,900	63,272	61,129	61,129
Supplies and Services		270,587	279,795	356,456	516,292	594,128	584,128
513.43-00	Machinery/Equipment	0	0	5,225	2,822	0	0
Property		0	0	5,225	2,822	0	0
514.91-01	Adm Exp-City Manager	11,390	15,712	21,851	20,195	25,881	25,881
514.91-02	Adm Exp-City Attorney	2,474	3,100	5,809	5,330	5,480	5,480
514.91-03	Adm Exp-City Clerk	12,964	15,106	14,407	15,303	13,737	13,737
514.91-09	Adm Exp-Finance	40,630	44,798	58,105	66,008	64,626	64,626
514.91-10	Adm Exp-Purchasing	4,828	5,972	7,067	6,667	6,918	6,918
514.91-16	Adm Exp-City Council	4,557	5,004	5,991	5,760	6,246	6,246
Administrative		76,843	89,692	113,230	119,263	122,888	122,888
617.65-00	Capital Imp. Projects	0	18,056	0	0	0	0
Capital Outlay		0	18,056	0	0	0	0

BUDGET DETAIL EXPENSES

017-0804	Planning & Permitting						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
908.93-01	Trsf-General Fund (001)	25,000	16,611	25,000	25,000	39,005	39,005
	Other	25,000	16,611	25,000	25,000	39,005	39,005
968.93-72	Trsf-Support Service(672)	0	0	0	0	9,489	9,489
	Other	0	0	0	0	9,489	9,489
**	Planning & Permitting	1,169,536	1,129,211	1,353,347	1,570,277	1,725,718	1,637,533

PLANNING AND PERMITTING

- 14-00 Public hearing notices and display ads.
- 17-00 Miscellaneous recording fees and Zoning Map updates; Notary Public expenses, prior year encumbrance for contract for consultants related to grants, consultants for environmental assessment (paid by Developer), and consultants for PFFP and Planning Services.
- 18-00 American Planning Association section meetings and state conference; League of California Cities Planning Commissioner Academy; staff trainings and conferences; meetings with consultants; and meetings in other Central Valley cities.
- 20-00 Staff technical training and conferences; Planning Commission field trips and workshops related to planning law, Subdivision Map Act, environment and development, and registration fees associated with conferences outlined in Line 18-00 above
- 24-00 Memberships (i.e.American Planning Association); Subscriptions (i.e. State Office of Planning and Research Reports; Merced Sun-Star; Merced County Times; Zoning News); Planning, CEQA related publications; Notary Public Memberships and Insurance

INSPECTION SERVICES
FUND NO. 017
ACCOUNT NO. 0805

DESCRIPTION

The Inspection Services Division is responsible for the review of plans, issuance of building permits, and inspection of all private/public building construction projects, for new construction, additions and alterations within the City of Merced. The Inspection Services Division ensures compliance with federal, state, and local laws, as well as the municipal codes regulating the design, construction, material standards, intended use and occupancy, locations, and maintenance of structures. The objective is to provide our citizens with standards to safeguard life, health, property, and the public welfare, while providing the highest level of customer service possible. The Division investigates violations of these laws and codes as requested by other agencies, other City departments, or the general public through an inquiry. Inspection Services is also responsible for compliance with special architectural, landscaping, capital improvement plan review and inspection, or sign conditions required by the City Council, state, local law or various City Commissions. Inspection Services is a member of the Development Services One-Stop Shop Permit Processing Center enhancing the City's ability to provide customer service.

MISSION

Inspection Services is responsible for the administration and enforcement of the California Building Standards Codes and related federal, state, and City adopted laws and ordinances. This responsibility is for the purpose of life safety as it relates to building construction, fire sprinkler and alarm design and specialized systems, thereby assuring all structures meet or exceed the minimum life safety standards of the aforementioned codes, laws, and ordinances. This Division assures these standards by providing organized procedures for the review of plans and specifications and field inspections of construction projects.

GOALS

- ◇ Strive for a higher level of customer service which meets or exceeds expectations without compromising public safety.
- ◇ Increase the use of electronic and computer capabilities to aid in information exchange, plan review, building permits, and inspection.
- ◇ Maintain active involvement in technical and interpersonal training that will enhance Inspection Services staff's expertise.
- ◇ Encourage a creative environment.

OBJECTIVES

PERFORMANCE MEASUREMENTS/INDICATORS

- | | |
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| 1. Continued active involvement with the Code Enforcement Task Force. | As the Code Enforcement Task Force evolves, starting a revolving fund to keep the momentum of the task force moving in a positive direction, benefiting all residence and businesses for now and in the future. |
| 2. Improve the electronic permitting, plan review, and permit, plan and inspection tracking. | Investigate software options available that incorporates applying for permits on line, routing and tracking of plans, requesting inspections and reviewing results on line. Additionally exploring electronic tools for field inspectors to add results and view plans in the field. |
| 3. Maintain active involvement in technical training to enhance Inspection Services staff's expertise. | Evaluate employee certifications yearly. Provide access to all staff, for at least one CALBO, ICC, or CBOAC event per year, for each employee, to ensure state mandated, continuing education requirements are met. Organize at least one in-house specialized training seminar, as available. Review employee training manuals yearly, update as needed. Develop and implement policies and procedure for Inspection Services. |
| 4. Perform the highest level of customer service, consistent building plan review and inspections. | Perform plan review, front counter and inspection cross training exercises. Utilize consultants on an as needed basis to meet the work load demands for plan review, front counter duties and inspections. |
| 5. Maintain 2 to 3 week plan review turnaround times for first check, 1 to 2 weeks for back check. | Monitor, prioritize, and coordinate plan reviews. Monitor, prioritize and coordinate certain projects, with Development Services and members from other Departments in round table meetings. |

BUDGET HIGHLIGHTS AND LOOKING FORWARD TO 2018–2019

Inspection Services is looking forward to keeping up with the demand of increased residential and commercial construction as the economic conditions improve. Given the continuing growth in the construction industry over the past year, the Inspection Services Division has achieved a balanced budget.

This past fiscal year we have experienced continued growth in the construction of single family dwellings. Currently there are 15 active subdivisions, up 12, from 3 active subdivisions 1 year ago. New Single family dwelling permits issued for fiscal year 2017/2018 total 413, Master plans approved for this period total 66. During the past fiscal year, the Inspection Services Division had many other projects under construction throughout the City, including 19 Tenant Improvements, eight 8-plex apartment buildings, 3 industrial buildings on Wardrobe for MCAG The Bus, a 4,975 sf industrial building on Beechcraft, an 18,000 sf industrial building on Hawk, 3 new office buildings, 1 for MCAG bus operations, the second office, 4,320 sf building located at 373 E Donna Dr another 4,750 sf on 14th Street for lease, a new 3,133 sf KFC on E Childs, 2 shell buildings, 1 for Mercy Medical, 9,850 sf on Mercy Ave and a 2,196 sf shell located at 689 W Olive Ave. Some of the projects completed this year include 10 Tenant Improvements, the 3,108 sf Crown Tire Shop, the 12,900 sf CVS, the 2,791 square foot Popeye's Louisiana Kitchen restaurant, and one 9,860 sf 8-unit apartment building for Compass Pointe. There are a few projects that will be starting and one underway that will enhance the downtown area and have a positive impact on the City as a whole. Underway is the refurbishing of 16,880 sf of hotel rooms and 52,436 sf for additional rooms, a meeting room, ball room, café and storefront additions to the El Capitan Hotel. We also have in review a master plan for 15 apartment buildings containing 15 units each.

This fiscal year will be less financially challenging for the second time in a row for the Inspection Services Division. The Division's plan review team improved turnaround to operate with a 2 to 3 week turnaround time on average for the first review. Staffing levels are expected to increase due to the continued increase in volume of permit activity. Due to the work load increase, and with current staffing levels, the Inspection Services Division has supplemental contracts in place to assist, however, without additional permanent staffing, turnaround times are expected to increase.

Inspection Services

ACCOUNT NO. 0805

E X P E N S E S	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Dept.Head Request 2018-19	City Mgr. Recom. 2018-19	Council Approval 2018-19
Personnel Expenses	953,209	808,341	1,240,517	1,218,220	1,140,240	1,125,581
Supplies and Services	282,224	464,832	377,882	458,272	430,049	430,049
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	2,625	2,750	0	0
Capital Improvements	0	0	0	0	0	0
* Undefined *	0	0	0	0	11,524	11,524
TOTAL	1,235,433	1,273,173	1,621,024	1,679,242	1,581,813	1,567,154

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F I N A N C I N G S O U R C E S	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Estimated 2018-19
Construction Permits	645,416	918,606	874,863	1,200,800
Encroachment Permits	86,472	127,961	95,172	0
Photocopies	0	2	0	0
Engineering Inspect Fees	35,929	44,795	21,817	0
Plan Checking Fees-Plans	358,807	595,796	398,391	461,450
PERS-EE Share 2.5% @ 55	39,340	26,248	31,069	12,873
PERS-EE Share 2% @ 60	837	3,560	4,355	9,674
PERS-EE Share 2% @ 62	3,427	4,012	16,240	21,037
Unclassified	0	70	0	0
SB1186 ADA Access	1,117	0	0	0
Adm Reimb-Facils Roadways	1,736	1,779	5,850	6,595
Adm Reimb-Facili Traffic	110	113	298	452
Adm Reimb-Facilities Fire	247	253	666	1,013
Adm Reimb-Faciliti Police	330	339	891	1,355
Adm Reimb-Facilitie Parks	241	247	576	1,057
Interdept DSR-General Fnd	29,125	30,056	33,328	33,133
Interdept DSR-Streets	86,094	86,630	86,099	68,927
Interdept DSR-Wastewater	111,238	119,236	111,452	91,324
Interdept DSR-Water Sys	111,214	119,212	111,434	91,644
Interdept DSR-Refuse	37,828	39,246	37,131	21,010
Other Revenues	314,075-	844,988-	208,608-	455,190-
TOTAL	1,235,433	1,273,173	1,621,024	1,567,154

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Inspection Services

PERSONNEL

Number of Positions

Classification	Funded In Budget 2017-18	Dept.Head Request 2018-19	City Mgr. Recom. 2018-19	Council Approval
Dir of Devel. Svc	.40	.50	.50	.50
Deputy Devel. Svc Director			.15	
Chief Building Official	1.00	1.00	1.00	1.00
Building Inspector III	1.00	1.00	1.00	1.00
Building Inspector I/II	2.00	2.00	2.00	2.00
Engineering Tech I/II/III/IV	1.00	1.00		
Development Services Tech I/II			1.00	1.00
Plan Examiner I/II	3.00	3.00	3.00	3.00
Asst. Chief Building Official	1.00			
Secretary I/II/III	.40	.50	.50	.50
TOTAL	9.80	9.00	9.15	9.00

BUDGET DETAIL EXPENSES

017-0805	Inspection Services						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
511.01-00	Regular Salaries	570,963	451,727	720,564	686,560	651,462	642,050
511.03-00	Extra Help	0	15,371	25,500	26,201	0	0
511.04-01	Regular Overtime	962	17,248	8,610	10,275	10,000	10,000
511.04-04	Call Back Time Worked	291	394	5,000	5,138	5,125	5,125
511.10-02	Unused Sick Leave	1,294	0	2,492	0	0	0
511.10-05	Retirement PERS Classic	129,355	60,625	30,829	24,135	13,199	13,199
511.10-06	Social Security-OASDI	34,831	29,394	46,539	43,868	41,744	41,160
511.10-07	Social Security-Medicare	8,263	7,204	11,254	10,855	9,975	9,839
511.10-08	State Unemployment	0	0	0	122	122	122
511.10-09	Retirement PERS Lateral	3,038	9,401	4,956	11,280	11,253	11,253
511.10-10	Retirement-PERS New Membr	13,238	11,362	20,181	19,543	27,698	26,945
511.10-12	Workers Compensation	3,013	1,857	3,538	3,082	2,673	2,673
511.10-17	Stand By Pay	5,671	17,422	20,000	22,605	22,550	22,550
511.10-20	Earned Benefit	2,448	5,785	4,232	10,009	7,856	7,856
511.10-24	Vehicle Allowance	3,251	998	3,082	3,924	3,924	3,924
511.10-27	PTS Plan FICA Alternative	0	200	332	341	0	0
511.10-33	Core Allowance	125,481	99,713	163,510	149,456	150,797	147,611
511.10-35	Post Employment Benefits	51,110	45,820	42,694	58,514	58,514	58,514
511.10-73	Retirement UAL Misc	0	0	75,540	83,806	79,176	79,176
511.10-75	Ret-EE Share PERS Classic	0	26,248	31,069	23,549	12,873	12,873
511.10-76	Ret-EE Share PERS Lateral	0	3,560	4,355	9,698	9,674	9,674
511.10-77	Ret-EE Share PERS NewMembr	0	4,012	16,240	15,259	21,625	21,037
Personnel Services		953,209	808,341	1,240,517	1,218,220	1,140,240	1,125,581
512.12-00	Telephone	5,903	6,546	9,824	10,060	10,060	10,060
512.13-00	Postage	84	314	799	800	800	800
512.15-00	Office Supplies	4,713	1,921	3,500	3,600	3,600	3,600
512.16-00	Printing	99	38	216	216	216	216
512.17-00	Professional Services	0	185,772	50,000	100,000	70,000	70,000
512.18-00	Travel and Meetings	6,186	5,537	10,000	12,835	10,005	10,005
512.20-00	Training Expense	7,776	4,965	11,000	11,750	13,802	13,802
512.21-00	Rents/Leases	240	237	1,390	1,417	1,417	1,417
512.22-00	Office Equipment O & M	3,096	4,588	4,648	7,088	7,088	7,088
512.23-00	Vehicle Operations/Maint	12,087	9,812	9,178	9,847	9,304	9,304
512.24-00	Memberships, Subscription	6,993	12,166	9,980	9,979	9,979	9,979
512.26-00	Other Equipment O & M	645	0	700	1,250	1,250	1,250
512.27-00	Small Tools	98	77	1,360	1,400	1,400	1,400
512.28-00	Safety Supplies	290	209	500	1,125	1,125	1,125
512.29-00	Other Materials Supplies	0	0	0	0	2,750	2,750
512.30-01	Dept Share of Insurance	13,742	14,274	15,659	14,600	14,345	14,345
512.32-00	Vehicle Replacement Fee	13,398	0	0	0	0	0
512.38-00	Support Services	52,383	55,244	68,036	79,955	78,832	78,832
512.45-00	Facilities Maint Charge	59,665	67,627	65,609	67,065	64,792	64,792
Supplies and Services		187,398	369,327	262,399	332,987	300,765	300,765
513.43-00	Machinery/Equipment	0	0	2,625	2,750	0	0
Property		0	0	2,625	2,750	0	0
514.91-01	Adm Exp-City Manager	7,858	9,151	13,998	13,543	19,574	19,574
514.91-02	Adm Exp-City Attorney	1,707	1,806	3,722	3,574	4,144	4,144
514.91-03	Adm Exp-City Clerk	5,151	4,725	5,799	7,508	7,273	7,273
514.91-09	Adm Exp-Finance	28,029	26,092	37,223	44,266	48,877	48,877
514.91-10	Adm Exp-Purchasing	3,331	3,478	4,527	4,471	5,232	5,232
514.91-16	Adm Exp-City Council	3,144	2,915	3,838	3,863	4,724	4,724
Administrative		49,220	48,167	69,107	77,225	89,824	89,824

BUDGET DETAIL EXPENSES

017-0805	Inspection Services						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
515.92-01	Interdept DSC-General Fnd	45,606	47,338	46,376	48,060	39,460	39,460
	Interdepartmental	45,606	47,338	46,376	48,060	39,460	39,460
968.93-72	Trsf-Support Service(672)	0	0	0	0	11,524	11,524
	Other	0	0	0	0	11,524	11,524
**	Inspection Services	1,235,433	1,273,173	1,621,024	1,679,242	1,581,813	1,567,154

Inspection Services

ACCOUNT NO. 0805

E X P E N S E S	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Dept.Head Request 2018-19	City Mgr. Recom. 2018-19	Council Approval 2018-19
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	0	0	0	47,600	47,600	47,600
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
TOTAL	0	0	0	47,600	47,600	47,600
XX						
F I N A N C I N G S O U R C E S	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Estimated 2018-19		
Other Revenues	0	0	0	47,600		
TOTAL	0	0	0	47,600		
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BUDGET DETAIL EXPENSES

082-0805	Inspection Services						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
512.18-00	Travel and Meetings	0	0	0	0	2,830	2,830
512.20-00	Training Expense	0	0	0	0	2,052	2,052
512.29-00	Other Materials Supplies	0	0	0	47,600	42,718	42,718
	Supplies and Services	0	0	0	47,600	47,600	47,600
**	Inspection Services	0	0	0	47,600	47,600	47,600

INSPECTION SERVICES

- 13-00 Regular postage includes mailing for construction code update education mailers and storm water pollution prevention plans info and training packets
- 16-00 Business cards and permit forms.
- 17-00 Imaging of permits and plan check services and fire plan review services
- 18-00 California Building Officials annual and monthly meetings, Fire Prevention Officers Nor Cal (FPO) meetings and seminar, Cal Fire conference, and International Code Conference (ICC) seminars and annual business meeting, local builders meeting, HTE update training and travel associated with training in Line 20-00 below.
- 20-00 International Code Conference (ICC) and California Building Officials Plumbing, Mechanical and Structural certificate programs; Fire Prevention meetings and conferences, code inspection, fire prevention; and registration fees for meetings outlined in Line 18-00 above.
- 22-00 Maintenance for microfiche equipment, printers, scanners, and facsimile machine; Monitors, chairs, ipad installations,
- 24-00 Memberships for International Code Conference (ICC); California Building Officials; International Association of Electrical Inspectors; Yosemite Chapter of ICC; Fire Prevention Officers; California State Administrative Code, Titles 19, 24, and 25; national and state fire codes; construction data publications; code books for plumbing, mechanical, and building code; and ICBO/ICC research reports.
- 26-00 Maintenance for cellular phones, batteries for digital cameras, additional accessories necessary for upgrading process to digital plan review
- 27-00 Testing equipment, measuring devices, tools such as levels, screwdriver sets, telescoping mirrors, fire hydrant flow pressure checker, misc. other tools.
- 28-00 Gloves, safety glasses, vests, ear plugs, hard hats, rubber boots; other safety equipment; fire extinguisher service
- 43-00 Front door equipped for badge entry and panic button installation.

FUND No's. 018, 031, 033, 034, 041, 042, 052, 053, 059, 066, 069 070, 071, 077, 380, & 471

ACCOUNT No's. 0701, 1301, 1340, 1343, 1344, 1346, 1349, 1350, 1351, 1352, 1354, 1356, 1357, & 1363

DESCRIPTION

The City of Merced Housing Division receives federal Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME) funds from the U.S. Department of Housing and Urban Development (HUD) on a formula basis. The amount is dependent upon the allocation level established by Congress. The Housing Division administers CDBG and HOME funds in order to increase the supply of safe, decent, and affordable housing. The program focuses on owner-occupied rehabilitation or reconstruction, affordable rental housing, and first time homebuyer programs.

The Housing Division is also involved in community development and neighborhood reinvestment. CDBG funds are used for broader community development purposes within established guidelines. Examples of such activities are sewer and water infrastructure improvements, public facility improvements, inter-agency partnerships, public services, and economic development. An Annual Action Plan outlines projects in these areas, funding required and projected outcomes.

MISSION

The City of Merced Housing Division strives to provide and maintain affordable housing, public services, infrastructure improvements, and public facilities for low to moderate-income residents by using federal and state funds.

GOALS

- Provide public service grants to local non-profit organizations.
- Partner with affordable housing and non-profit organizations to provide permanent supportive housing to serve various homeless populations.
- Continue to seek grant opportunities and establish partnerships with local organizations.
- Provide owner occupied rehabilitation grants for low-income households.
- Provide first time homebuyer loans to qualified low-income households.
- Assist the continuum of care and local homeless service providers.
- Improve fair housing services to area residents.
- Begin developing the residential housing asset properties.

OBJECTIVES

PERFORMANCE MEASUREMENTS/INDICATORS

- | | |
|--|---|
| 1. Grant Opportunities | Continually seek grant opportunities and partnerships with local organizations for the development of the City's affordable housing stock. |
| 2. Establishing Inter-Agency Partnerships to Develop A Multi-Family Development | Partnering with the County of Merced to Co-Sponsor grant application to HCD to finance the Childs & B Street Project. |
| 3. Rehabilitation of properties either vacant or occupied by Low to Moderate Income households | Partner with community based organizations and homeowners to rehabilitate properties needing health and safety repairs. |
| 4. Provide First Time Homebuyer Loans to Low and Moderate Income Households | Use of media to promote the City's first time homebuyer program to provide approximately 10 loans. |
| 5. NSP3 Program (HUD) | Work with HUD to close out the NSP3 Grant and transfer residual income to Community Development Block Grant program. |
| 6. Monitoring | Continue monitoring of multi-family facilities, first time home buyer program loans, non-owner occupied rentals, and program sub-recipients. Assist sub-recipients with the implementation of programs. |
| 7. Fair Housing | Continue our partnership with a vendor to provide fair housing services including providing classes to educate property managers and renters regarding rights, rules and regulations. |
| 8. Grant Administration | On a fee basis assist other departments with grant applications. |
| 9. Housing Assets (Fund 471) | Facilitate a partnership with local non-profit and affordable housing organizations to develop 10 vacant parcels. |

2018-2019 BUDGET HIGHLIGHTS

- CDBG, HOME
Community Housing Development Organization (CHDO)'s. Work with a community based housing development organizations to rehabilitate or construct low-moderate income housing. Assist developers with obtaining grants and establishing partnerships with community service providers.
- CDBG, HOME Rehabilitation and/or reconstruction of owner-occupied housing units Rehabilitate and/or reconstruct approximately 5 low-moderate income units. Partnering with Habitat for Humanity for owner-occupied rehabilitation.
- CalHome 06 & 12 Utilize program income received to re-activate this program and solicit eligible applicants to apply for financial assistance through this program. Work with First Time Homebuyers to provide down-payment assistance and closing costs to qualified applicants.
- Multi-Family Development Projects
Gateway Terrace II, Siesta Hotel, and Childs & B Street Facilitate partnerships with Market-Rate Developers, Affordable-Housing Developers, Non-Profit Organizations, Interdepartmental Divisions and Governments Agencies to ensure these projects are developed.
- CDBG
Programs and Services Use funds for eligible HUD allowable programs such as public service, continuum of care, and fair housing services.
- CDBG
Permanent Supportive Housing Partner with community non-profit organizations with the acquisition, rehabilitation and/or construction of permanent supportive housing units.
- CDBG
South Merced Sidewalk Rehabilitation Continue to work with staff with improvements to sewer and water mains, regional storm water basin sidewalks, and ADA ramps.

FUNDS AND ACCOUNTS

The various program-funding sources described above are handled through the following funds and accounts in the City's financial system:

FUND	ACCOUNT	PROGRAM
018	1301	CDBG Program
031	1340	Unrestricted Program Income
033	1349	HOME Program
034	1346	BEGIN 94 Program
041	1343	State HOME Funds, 1992
042	1344	State HOME Funds, 1993
052	1350	CalHome 06 Program
053	1351	BEGIN 06 Program
059	1352	Neighborhood Stabilization (NSP1)
066	1354	Neighborhood Stabilization (NSP3)
069	1357	CalHome 12 Program
070	1301	Housing Admin
071	1363	LMI Housing
077	1301	Substandard Housing
380	0701	Housing Debt Service (HUD 108 Loan)
471	1363	LMI Housing Capital Improvement Projects

Housing

ACCOUNT NO. 1301

EXPENSES	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Dept.Head Request 2018-19	City Mgr. Recom. 2018-19	Council Approval 2018-19
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	398,710	662,978	1,303,818	1,402,667	1,553,795	1,553,795
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
* Undefined *	938,936	361,905	133,410	32,384	32,384	32,384
TOTAL	1,337,646	1,024,883	1,437,228	1,435,051	1,586,179	1,586,179
XX						
FINANCING SOURCES	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Estimated 2018-19		
Federal Grant-CDBG	1,262,082	855,551	1,329,663	1,159,551		
Investment Earnings	1,539	235	170	200		
CDBG Loan Repayment	163,424	335,961	95,000	160,000		
Land Sales	36,836	0	0	0		
Unclassified	0	1,500	0	0		
Other Revenues	126,235-	168,364-	12,395	266,428		
TOTAL	1,337,646	1,024,883	1,437,228	1,586,179		
XX						

BUDGET DETAIL EXPENSES

018-1301	Housing						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
552.13-00	Postage	240	87	300	300	300	300
552.14-00	Advertising	1,064	1,387	2,000	5,000	5,000	5,000
552.17-00	Professional Services	86,553	446,052	113,000	38,000	38,000	38,000
552.18-00	Travel and Meetings	385	0	2,000	2,000	2,000	2,000
552.29-00	Other Materials Supplies	98,386	9,055	845,502	1,116,187	1,267,315	1,267,315
	Supplies and Services	186,628	456,581	962,802	1,161,487	1,312,615	1,312,615
555.92-70	Interdept DSC-Hsng Admin	212,082	206,397	341,016	241,180	241,180	241,180
	Interdepartmental	212,082	206,397	341,016	241,180	241,180	241,180
938.93-80	Trsf-LMI Debt Svc (380)	267,610	282,350	0	32,384	32,384	32,384
	Other	267,610	282,350	0	32,384	32,384	32,384
948.93-50	Trsf-Streets/Signals(450)	167,231	79,555	133,410	0	0	0
	Other	167,231	79,555	133,410	0	0	0
958.93-57	Trsf-Water System Fu(557)	504,095	0	0	0	0	0
	Other	504,095	0	0	0	0	0
**	Housing	1,337,646	1,024,883	1,437,228	1,435,051	1,586,179	1,586,179

CDBG FUNDS

- 13-00 Postage expenses associated with implementing and maintaining the CDBG program.
- 14-00 Advertisement of CDBG grant application process, legal and public hearing notices, and program promotion.
- 17-00 Continuum of Care, Fair Housing, and other miscellaneous professional services.
- 18-00 U.S. Dept. of HUD workshops, trainings, and meetings.
- 20-00 Registration for Housing conferences, seminars, and other training programs
- 29-00 Funds available for rehabilitation/reconstruction assistance, first time home buyers assistance and other miscellaneous expenses.

[illegible]

BUDGET DETAIL EXPENSES

033-1349	HOME Funds						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
552.17-00	Professional Services	25,000	30,339	25,000	30,000	30,000	30,000
552.29-00	Other Materials Supplies	68,710	2,208	411,579	557,904	763,502	763,502
	Supplies and Services	93,710	32,547	436,579	587,904	793,502	793,502
555.92-70	Interdept DSC-Hsng Admin	52,428	123,335	165,337	136,158	136,158	136,158
	Interdepartmental	52,428	123,335	165,337	136,158	136,158	136,158
**	HOME Funds	146,138	155,882	601,916	724,062	929,660	929,660

FUND NO. 033
ACCOUNT NO. 1349

HOME FUNDS

17-00 Funds for miscellaneous professional services.

29-00 Funds available for rehabilitation assistance, first time home buyers assistance, and Community Housing Development Organization (CHDO).

[illegible]

BUDGET DETAIL EXPENSES

034-1346	BEGIN Program						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
552.29-00	Other Materials Supplies	0	0	62,700	29,591	29,591	29,591
	Supplies and Services	0	0	62,700	29,591	29,591	29,591
555.92-70	Interdept DSC-Hsng Admin	0	0	0	9,270	9,270	9,270
	Interdepartmental	0	0	0	9,270	9,270	9,270
**	BEGIN Program	0	0	62,700	38,861	38,861	38,861

FUND NO. 034
ACCOUNT NO. 1346

BEGIN PROGRAM

29-00 Funds available for first time home buyers assistance.

[illegible]

BUDGET DETAIL EXPENSES

052-1350	CAL HOME Grant						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
552.17-00	Professional Services	100	0	0	0	0	0
552.29-00	Other Materials Supplies	0	0	116,519	152,284	152,284	152,284
	Supplies and Services	100	0	116,519	152,284	152,284	152,284
555.92-70	Interdept DSC-Hsng Admin	2,615	0	13,290	11,805	11,805	11,805
	Interdepartmental	2,615	0	13,290	11,805	11,805	11,805
**	CAL HOME Grant	2,715	0	129,809	164,089	164,089	164,089

FUND NO. 052
ACCOUNT NO. 1350

CALHOME-06 PROGRAM

29-00 Funds available for first time home buyers assistance.

EXPENSES	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Dept.Head Request 2018-19	City Mgr. Recom. 2018-19	Council Approval 2018-19
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	0	0	29,863	31,904	31,904	31,904
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL	<u>0</u>	<u>0</u>	<u>29,863</u>	<u>31,904</u>	<u>31,904</u>	<u>31,904</u>
<div style="background-color: #cccccc; height: 1em;"></div>						
FINANCING SOURCES	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Estimated 2018-19		
Other Revenues	<u>0</u>	<u>0</u>	<u>29,863</u>	<u>31,904</u>		
TOTAL	<u>0</u>	<u>0</u>	<u>29,863</u>	<u>31,904</u>		
<div style="background-color: #cccccc; height: 1em;"></div>						

BUDGET DETAIL EXPENSES

053-1351	BEGIN GRANTS						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
552.29-00	Other Materials Supplies	0	0	29,863	31,904	31,904	31,904
	Supplies and Services	0	0	29,863	31,904	31,904	31,904
**	BEGIN GRANTS	0	0	29,863	31,904	31,904	31,904

FUND NO. 053
ACCOUNT NO. 1351

BEGIN (SILVERLEAF) PROGRAM

29-00 Funds available for first time home buyers assistance.

[illegible]

BUDGET DETAIL EXPENSES

059-1352	Neighborhood Stablization						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
552.17-00	Professional Services	0	14,264	0	0	0	0
552.29-00	Other Materials Supplies	54,899	28,194	69,368	13,312	31,712	31,712
	Supplies and Services	54,899	42,458	69,368	13,312	31,712	31,712
555.92-70	Interdept DSC-Hsng Admin	10,900	23,483	0	0	0	0
	Interdepartmental	10,900	23,483	0	0	0	0
918.93-08	Trsf-Sunset West (108)	51	0	0	0	0	0
	Other	51	0	0	0	0	0
**	Neighborhood Stablization	65,850	65,941	69,368	13,312	31,712	31,712

FUND NO. 059
ACCOUNT NO. 1352

NEIGHBORHOOD STABILIZATION PROGRAM 1 (NSP1)

29-00 Housing rehabilitation, maintenance and utility fees for homes purchased.
Funds also available to provide mortgage assistance loans to qualified first-time home buyers to purchase foreclosed properties.

[illegible]

BUDGET DETAIL EXPENSES

066-1354	Neighborhood Program						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
552.17-00	Professional Services	17,002	0	0	0	0	0
552.29-00	Other Materials Supplies	9,486	6,590	48,029	17,373	17,373	17,373
	Supplies and Services	26,488	6,590	48,029	17,373	17,373	17,373
555.92-70	Interdept DSC-Hsng Admin	8,027	6,218	9,156	0	0	0
	Interdepartmental	8,027	6,218	9,156	0	0	0
**	Neighborhood Program	34,515	12,808	57,185	17,373	17,373	17,373

NEIGHBORHOOD STABILIZATION PROGRAM 3 (NSP3)

- 17-00 Professional Service expenses for Realtor Contracts, Landscaping Contracts, and House Cleaning Contracts.
- 29-00 Funds available to purchase foreclosed properties, rehabilitate the homes if needed, pay for maintenance and utility fees, and re-sell to low-moderate income qualified persons. Funds also available to provide mortgage assistance loans to qualified first-time home buyers to purchase foreclosed properties.

CalHOME Grant 2012

ACCOUNT NO. 1357

EXPENSES	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Dept.Head Request 2018-19	City Mgr. Recom. 2018-19	Council Approval 2018-19
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	261,644	106,478	520	901	901	901
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
TOTAL	261,644	106,478	520	901	901	901

XX

FINANCING SOURCES	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Estimated 2018-19
Cal HOME Grant	261,644	106,478	0	0
Other Revenues	0	0	520	901
TOTAL	261,644	106,478	520	901

XX

BUDGET DETAIL EXPENSES

069-1357	CalHOME Grant 2012						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
552.29-00	Other Materials Supplies	248,143	96,500	520	901	901	901
	Supplies and Services	248,143	96,500	520	901	901	901
555.92-70	Interdept DSC-Hsng Admin	13,501	9,978	0	0	0	0
	Interdepartmental	13,501	9,978	0	0	0	0
**	CalHOME Grant 2012	261,644	106,478	520	901	901	901

FUND NO. 069
ACCOUNT NO. 1357

CALHOME-12 PROGRAM

29-00 Funds available for first time home buyers assistance and owner-occupied housing rehabilitation.

EXPENSES

E X P E N S E S	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Dept.Head Request 2018-19	City Mgr. Recom. 2018-19	Council Approval 2018-19
Personnel Expenses	303,424	276,845	305,644	435,700	416,312	411,426
Supplies and Services	63,055	10,541	369,808	239,952	414,138	418,828
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
TOTAL	366,479	287,386	675,452	675,652	830,450	830,254

[illegible]

FINANCING SOURCES	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Estimated 2018-19
PERS-EE Share 2.5% @ 55	11.585	11.284	11.272	11.860
PERS-EE SHARE 2% @ 60	0	0	0	1.563
PERS-EE Share 2% @ 62	1.554	0	739	3.668
Personnel Time ChargedCIP	20,620	0	0	31,150
Unclassified	0	5,154	0	0
Interdept DSR-Housing	212,082	206,397	341,016	241,180
Interdept DSR-FederalHome	52,428	123,335	165,337	136,158
Interdept DSR-BEGIN Prgm	0	0	0	9,270
Interdept DSR-Home 92	10,408	0	0	3,080
Interdept DSR-Home 93	60,034	0	0	18,053
Interdept DSR-NSP1	10,900	23,483	0	0
Interdept DSR-CAL HOME	2,615	0	13,290	11,805
Interdept DSR-NSP3	8,027	6,218	9,156	0
Interdept DSR-CalHome12	13,501	9,978	0	0
Interdept DRS-LMI Housing	0	0	0	200,000
Other Revenues	37,275-	98,463-	134,642	162,467

[illegible]

Number of Positions

Classification	Funded In Budget 2017-18	Dept.Head Request 2018-19	City Mgr. Recom. 2018-19	Council Approval
Dir. Devel. Svc	.10	.15	.15	.15
Deputy Devel. Svc. Director			.05	
Housing Finance Specialist	1.00	1.00	1.00	1.00
Housing Program Supervisor	1.00	1.00	1.00	1.00
Housing Prog Specialist I/II	1.00	1.00	1.00	1.00
TOTAL	3.10	3.15	3.20	3.15

BUDGET DETAIL EXPENSES

070-1301 Housing							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
551.01-00	Regular Salaries	173,319	144,313	155,888	233,245	235,815	232,678
551.03-00	Extra Help	0	10,420	21,744	22,342	0	0
551.04-01	Regular Overtime	306	108	0	0	0	0
551.10-02	Unused Sick Leave	309	0	0	0	0	0
551.10-05	Retirement PERS Classic	38,135	26,010	11,190	12,151	12,122	12,122
551.10-06	Social Security-OASDI	10,273	8,350	9,459	13,924	14,086	13,891
551.10-07	Social Security-Medicare	2,446	2,141	2,528	3,645	3,358	3,313
551.10-09	Retirement PERS Lateral	0	0	0	1,811	1,806	1,806
551.10-10	Retirement-PERS New Membr	5,996	0	918	4,709	4,949	4,698
551.10-12	Workers Compensation	5,504	5,426	5,204	6,856	6,856	6,856
551.10-20	Earned Benefit	4,625	3,179	6,554	5,264	5,251	5,251
551.10-24	Vehicle Allowance	813	330	770	1,177	1,177	1,177
551.10-27	PTS Plan FICA Alternative	0	137	283	290	0	0
551.10-33	Core Allowance	41,145	41,651	43,803	65,502	65,767	64,705
551.10-35	Post Employment Benefits	20,553	23,496	18,950	19,178	19,178	19,178
551.10-73	Retirement UAL Misc	0	0	16,342	28,472	28,660	28,660
551.10-75	Ret-EE Share PERS Classic	0	11,284	11,272	11,890	11,860	11,860
551.10-76	Ret-EE Share PERS Lateral	0	0	0	1,567	1,563	1,563
551.10-77	Ret-EE Share PERS NewMembr	0	0	739	3,677	3,864	3,668
Personnel Services		303,424	276,845	305,644	435,700	416,312	411,426
552.12-00	Telephone	1,605	344	120	600	600	600
552.13-00	Postage	167	137	200	200	200	200
552.14-00	Advertising	0	52	500	500	500	500
552.15-00	Office Supplies	4,775	797	3,000	4,000	4,000	4,000
552.17-00	Professional Services	9,640	0	3,000	3,000	3,000	3,000
552.18-00	Travel and Meetings	2,841	1,672	2,000	5,000	5,000	5,000
552.20-00	Training Expense	1,913	945	1,500	3,000	3,000	3,000
552.22-00	Office Equipment O & M	0	0	4,500	6,500	6,500	6,500
552.24-00	Memberships, Subscription	3,153	4,238	4,300	2,953	2,953	2,953
552.29-00	Other Materials Supplies	8,121	2,306	246,497	109,413	284,116	288,806
552.30-01	Dept Share of Insurance	930	0	4,052	4,052	4,052	4,052
552.34-00	Contingency Reserve	0	0	25,000	25,000	25,000	25,000
552.35-84	Retro Fee Expense	50	50	0	0	0	0
552.38-00	Support Services	7,586	0	17,841	18,105	18,105	18,105
552.45-00	Facilities Maint Charge	4,694	0	14,943	15,274	14,757	14,757
Supplies and Services		45,475	10,541	327,453	197,597	371,783	376,473
554.91-01	Adm Exp-City Manager	2,744	0	7,906	7,906	7,906	7,906
554.91-02	Adm Exp-City Attorney	596	0	1,323	1,323	1,323	1,323
554.91-03	Adm Exp-City Clerk	2,190	0	2,713	2,713	2,713	2,713
554.91-09	Adm Exp-Finance	9,790	0	26,913	26,913	26,913	26,913
554.91-10	Adm Exp-Purchasing	1,162	0	3,500	3,500	3,500	3,500
554.91-16	Adm Exp-City Council	1,098	0	0	0	0	0
Administrative		17,580	0	42,355	42,355	42,355	42,355
**	Housing	366,479	287,386	675,452	675,652	830,450	830,254

HOUSING

- 12-00 Telephone expenses associated with implementing and maintaining Housing programs.
- 13-00 Postage expenses associated with implementing and maintaining Housing programs.
- 14-00 Public hearing notices and other advertising.
- 15-00 Office supplies for implementing and maintaining Housing programs.
- 17-00 Annual audit costs, translation services and other miscellaneous professional services.
- 18-00 Miscellaneous trainings and meetings.
- 20-00 Registration for miscellaneous conferences, seminars, and other training programs.
- 22-00 Office Equipment O & M.
- 24-00 Merced Sun-Star subscription, Merced County Times subscription and PC licensing fees.
- 29-00 Funds available for vacant lot and vacant home upkeep and repairs.

[illegible]

BUDGET DETAIL EXPENSES

071-1363	City Housing						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
552.17-00	Professional Services	0	958,047	0	0	0	0
552.29-00	Other Materials Supplies	0	14,130	572,044	1,232,968	1,051,005	1,051,005
	Supplies and Services	0	972,177	572,044	1,232,968	1,051,005	1,051,005
554.91-01	Adm Exp-City Manager	1,828	2,744	3,863	4,943	6,361	6,361
554.91-02	Adm Exp-City Attorney	397	541	1,027	1,305	1,347	1,347
554.91-03	Adm Exp-City Clerk	1,143	1,405	1,579	2,710	2,337	2,337
554.91-09	Adm Exp-Finance	6,520	7,824	10,271	16,156	15,883	15,883
554.91-10	Adm Exp-Purchasing	775	1,043	1,249	1,632	1,700	1,700
554.91-16	Adm Exp-City Council	731	874	1,059	1,410	1,535	1,535
	Administrative	11,394	14,431	19,048	28,156	29,163	29,163
555.92-70	Interdept DSC-Hsng Admin	0	0	0	0	200,000	200,000
	Interdepartmental	0	0	0	0	200,000	200,000
**	City Housing	11,394	986,608	591,092	1,261,124	1,280,168	1,280,168

FUND NO. 071
ACCOUNT NO. 1363

LMI HOUSING

17-00 Supplies and Services / Professional Services – Not actively used.

29-00 Supplies and Services / Other Materials Supplies – Not actively used.

Housing

ACCOUNT NO. 1301

E X P E N S E S	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Dept.Head Request 2018-19	City Mgr. Recom. 2018-19	Council Approval 2018-19
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	0	0	50,000	75,500	75,500	75,500
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
TOTAL	0	0	50,000	75,500	75,500	75,500
XX						
F I N A N C I N G S O U R C E S	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Estimated 2018-19		
Other Revenues	0	0	50,000	75,500		
TOTAL	0	0	50,000	75,500		
XX						

BUDGET DETAIL EXPENSES

077-1301 Housing							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
552.29-00	Other Materials Supplies	0	0	50,000	75,500	75,500	75,500
	Supplies and Services	0	0	50,000	75,500	75,500	75,500
**	Housing	0	0	50,000	75,500	75,500	75,500

FUND NO. 077
ACCOUNT NO. 1301

SUBSTANDARD HOUSING

29-00 Supplies and Services / Other Materials Supplies

Finance

ACCOUNT NO. 0701

E X P E N S E S	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Dept.Head Request 2018-19	City Mgr. Recom. 2018-19	Council Approval 2018-19
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	0	0	0	0	0	0
Debt Service	292,610	282,350	271,870	261,200	261,200	261,200
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
TOTAL	292,610	282,350	271,870	261,200	261,200	261,200
XX						
F I N A N C I N G S O U R C E S	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Estimated 2018-19		
Investment Earnings	87	2	0	200		
Repayment Of Note	0	0	500,000	0		
Trsf-Housing Fund (018)	267,610	282,350	0	32,384		
Other Revenues	24,913	2-	228,130-	228,616		
TOTAL	292,610	282,350	271,870	261,200		
XX						

BUDGET DETAIL EXPENSES

380-0701 Finance

ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
706.71-06	Principal Loans	200,000	200,000	200,000	200,000	200,000	200,000
706.72-06	Interest Loans	92,610	82,350	71,870	61,200	61,200	61,200
	Debt Services	292,610	282,350	271,870	261,200	261,200	261,200
**	Finance	292,610	282,350	271,870	261,200	261,200	261,200

FUND NO. 380
ACCOUNT NO. 0701

HOUSING DEBT SERVICE

00-00 Monies are transferred from Fund 018 to Fund 380 to reimburse the HUD 108 Loan Payment. Payments are wired transferred bi-annually to HUD.

E X P E N S E S	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Dept.Head Request 2018-19	City Mgr. Recom. 2018-19	Council Approval 2018-19
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	810,288	392,799	0	0	0	0
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	240,964	248,015	248,015	248,015
* Undefined *	0	0	4,436	4,436	4,436	4,436
TOTAL	810,288	392,799	245,400	252,451	252,451	252,451

[illegible]

FINANCING SOURCES	Actual 2015-16	Actual 2016-17	Final Budget 2017-18	Estimated 2018-19
Investment Earnings	3,061	1,817	2,730	3,740
Other Revenues	807,227	390,982	242,670	248,711
TOTAL	810,288	392,799	245,400	252,451

[illegible]

BUDGET DETAIL EXPENSES

471-1363	City Housing						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2015-16	ACTUAL 2016-17	FINAL BUDGET 2017-18	DEPT. HEAD REQUEST 2018-19	CITY MGR. RECOM. 2018-19	COUNCIL APPROVAL 2018-19
552.17-00	Professional Services	810,288	389,744	0	0	0	0
552.29-00	Other Materials Supplies	0	3,055	0	0	0	0
	Supplies and Services	810,288	392,799	0	0	0	0
617.65-00	Capital Imp. Projects	0	0	240,964	248,015	248,015	248,015
	Capital Outlay	0	0	240,964	248,015	248,015	248,015
948.93-50	Trsf-Streets/Signals(450)	0	0	4,436	4,436	4,436	4,436
	Other	0	0	4,436	4,436	4,436	4,436
**	City Housing	810,288	392,799	245,400	252,451	252,451	252,451

FUND NO. 471
ACCOUNT NO. 1363

LMI HOUSING CAPITAL IMPROVEMENTS PROJECTS

17-00 Supplies and Services / Professional Services – Not actively used.