

**CITY OF MERCED
2019-2020 CITY COUNCIL APPROVED BUDGET**

TAB 9

DEVELOPMENT SERVICES

Engineering

Planning and Permitting

Inspection Services

Housing Program

PAGE NO.

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ENGINEERING DEPARTMENT

FUND NO. 017

ACCOUNT NO. 0803

DESCRIPTION

The Engineering Division is responsible for management of the Capital Improvement Program (CIP) construction, as well as contract management functions to ensure that contracts are meeting City CIP needs. The Engineering Division manages the centralized advertising and award of CIP-related construction contracts and professional services in conformance with the City's Charter and Municipal Code.

In addition, Engineering's design activities include work on various public infrastructure assets to rehabilitate, restore, improve, and add to the City of Merced's capital facilities. This Division provides a full range of engineering services for the City's capital investments in its various types of infrastructure. Engineering is responsible for planning, designing, project and construction management of public improvement projects; quality assurance and inspection of public and private work permitted in the right-of-way; and surveying, construction, and delivery of the City's capital projects.

The Engineering Division provides the following services: fee-supported permits; pre-development and engineering services that are primarily related to infrastructure improvements within the public right-of-way; chair and oversee the Traffic Committee; maintain ownership records of real property within the City; maintain and reproduce maps in support of various City services; check and record subdivision survey maps; and conduct environmental assessments, real estate acquisitions, investigations and research in support of City's operations and capital improvement projects.

MISSION

The Engineering Division strives to support its clients (public and private agencies, other City departments, and the general public) with prompt, quality technical assistance in capital improvements and holds paramount the safety, health, and welfare of the public.

GOALS

Goal 1: Provide quality, safe, reliable infrastructure and related services

- Provide high quality customer service.
- Manage the Capital Improvement Program.
- Update City Standard Designs and Specifications.
- Manage the Pavement Management System.
- Apply for, obtain, and manage various infrastructure grants.

Goal 2: Provide timely and efficient delivery of projects

- Deliver capital projects on time.

ENGINEERING DEPARTMENT

- Deliver capital projects within budget.
- Produce high quality capital projects.

Goal 3: Effect change and promote innovation

- Establish common goals with other City departments.
- Partner with City departments to improve organizational effectiveness.
- Engage regularly with industries that support City infrastructure.
- Explore and utilize new technology in information management.

Goal 4: Increase departmental effectiveness, resiliency, and expand individual employee expertise

- Provide training opportunities for staff.
- Retain the workforce.
- Actively recruit.
- Support a positive culture/organization.

OBJECTIVES

**PERFORMANCE
MEASUREMENTS/INDICATORS**

1. Manage infrastructure development through Capital Improvement Program (CIP).	Monitor, prioritize, and coordinate the CIP Program with other Department Heads and City Manager throughout the fiscal year using various funding sources [Local, Measure V, SB1, Community Development Block Grant (CDBG), Congestion Mitigation and Air Quality (CMAQ), Active Transportation Program (ATP), etc.] and programs (Pavement Management System), holding paramount the public health, safety and welfare.
2. Effectively coordinate and manage the project lifecycles of all projects within the City.	Manage the Pavement Management System to objectively and optimally select street maintenance treatments and locations. Ensure compliance with Disadvantaged Business Enterprise Program. Determine local business bidding opportunities in developing bid packages for capital improvement projects. Deliver high quality projects, from

ENGINEERING DEPARTMENT

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| | design through construction, on time and under budget in the most efficient manner to serve the public. |
| 3. Assist various departments for capital improvements, operations, and maintenance of the City's infrastructure. | Work with other City Departments to create a team environment to improve overall effectiveness, efficiencies, and complete common goals for the public good. Collaborate with outside industries and utilize new technology and information systems in support of the City's infrastructure. |
| 4. Increase overall efficiency and effectiveness of the Department | Actively recruit and retain staff through effective training. Create a positive and supportive environment that encourages professional growth for all employees. Create a culture where the City is the employer of choice for all employees. |
| 5. Assist with the Wastewater Collection System (Sewer) Master Plan. | Manage and coordinate consultant work on the Wastewater Collection System Master Plan. |
| 6. 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. |
| 7. 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 2019. Conduct annual Public Hearing, presenting updated resolution to the City Council. |

ENGINEERING DEPARTMENT

2019-2020 BUDGET HIGHLIGHTS

As part of the FY 2019-2020 Proposed Budget, Engineering will work with appropriate agencies in managing water, wastewater, and 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 2019-2020 include: Reconstruction of V Street (18th to 16th Streets); Traffic Signal Installation at the Intersection of Highway 59/16th Street; Sidewalk Infill at Various Locations; Well Site Modifications; Backyard Easement Water Main Relocation; G Street (Childs to 13th Street) Roadway Rehabilitation; M & Main Street Road Reconstruction; and Alpine Drive Overlay (G St. to Wainwright Ave).

In addition to these projects, other projects will be continue to be developed and prioritized with the use of the completed Pavement Management System (PMS). The PMS is providing vital pavement condition data to support current and future decision-making regarding roadway improvements, including selection of Measure V and SB1 funded projects.

Engineering Projects/Std

EXPENSES	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Dept.Head Request 2019-20	City Mgr. Recom. 2019-20	Council Approval 2019-20
Personnel Expenses	1,067,714	1,088,487	1,634,561	1,650,684	1,536,205	1,536,205
Supplies and Services	486,006	312,786	388,466	453,398	460,001	460,001
Debt Service	0	0	0	0	0	0
Acquisitions	0	22,408	0	0	0	0
Capital Improvements	0	0	0	0	0	0
* Undefined *	0	0	13,591	23,557	23,557	23,557
TOTAL	1,553,720	1,423,681	2,036,618	2,127,639	2,019,763	2,019,763

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FINANCING SOURCES	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Estimated 2019-20
Encroachment Permits	0	0	179,280	473,000
Engineering Inspect Fees	0	0	30,000	15,000
Plan Checking Fees-Plans	4,768	3,762	165,000	15,000
Personnel Time ChargedCIP	610,510	453,553	825,000	825,000
Sale of Plans	1,450	1,087	3,500	3,500
PERS-EE Share 2.5% @ 55	36,224	0	26,110	0
PERS-EE Share 2% @ 60	2,897	0	13,522	0
PERS-EE Share 2% @ 62	9,830	0	27,005	0
Unclassified	11	122	15	0
Sale of Equipment	31	0	0	0
Adm Reimb-Facils Roadways	791	3,744	4,221	0
Adm Reimb-Facili Traffic	50	191	289	0
Adm Reimb-Facilities Fire	113	427	648	0
Adm Reimb-Faciliti Police	150	570	867	0
Adm Reimb-Facilitie Parks	110	368	677	0
Interdept DSR-Streets	100,347	89,853	108,601	83,912
Interdept DSR-Pub Wrks Ad	6,644	5,235	3,453	2,602
Interdept DSR-Wastewater	278,080	247,620	259,689	211,793
Interdept DSR-Water Sys	337,393	297,338	310,513	260,801
Interdept DSR-Refuse	6,183	5,055	28,821	10,730
Interdept DSR-Airport Ind	5,596	700	3,380	2,932
Interdept DSR-Liability	38,862	37,905	39,148	3,734
Other Revenues	113,680	276,151	6,879	111,759
TOTAL	1,553,720	1,423,681	2,036,618	2,019,763

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Engineering Projects/Std

P E R S O N N E L

Number of Positions

Classification	Funded In Budget 2018-19	Dept.Head Request 2019-20	City Mgr. Recom. 2019-20	Council Approval
City Engineer	1.00	1.00	1.00	1.00
Sr/Assoc/Asst Engineer	2.00	2.00	3.00	3.00
Engineer Tech. I/II/III/IV	7.00	7.00	5.00	5.00
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
TOTAL	13.00	13.00	12.00	12.00

BUDGET DETAIL EXPENSES

017-0803 Engineering Projects/Std							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
531.01-00	Regular Salaries	673,465	639,280	961,136	987,207	948,703	948,703
531.03-00	Extra Help	0	28,811	0	41,335	0	0
531.04-01	Regular Overtime	4,402	989	3,000	3,000	3,000	3,000
531.10-02	Unused Sick Leave	879	0	0	0	0	0
531.10-05	Retirement PERS Classic	84,095	17,772	26,634	22,235	18,249	18,249
531.10-06	Social Security-OASDI	40,240	39,121	58,970	60,440	58,678	58,678
531.10-07	Social Security-Medicare	9,517	9,567	13,791	14,734	13,723	13,723
531.10-08	State Unemployment	0	0	0	7,194	7,194	7,194
531.10-09	Retirement-PERS Lateral	7,540	14,861	15,717	12,401	12,401	12,401
531.10-10	Retirement-PERS New Membr	28,184	16,867	34,588	48,113	48,871	48,871
531.10-12	Workers Compensation	2,742	4,059	15,124	17,450	14,682	14,682
531.10-20	Earned Benefit	7,361	6,546	8,310	8,227	8,227	8,227
531.10-21	Bilingual Pay Program	0	439	600	1,200	600	600
531.10-24	Vehicle Allowance	991	9,836	7,848	8,352	8,352	8,352
531.10-27	PTS Plan FICA Alternative	0	375	0	537	0	0
531.10-33	Core Allowance	145,437	181,313	268,979	249,052	231,137	231,137
531.10-35	Post Employment Benefits	13,910	22,276	36,415	30,967	30,967	30,967
531.10-73	Retirement UAL Misc	0	96,375	116,812	138,240	131,421	131,421
531.10-75	Ret-EE Share PERS Classic	36,224	0	26,110	0	0	0
531.10-76	Ret-EE Share PERS Lateral	2,897	0	13,522	0	0	0
531.10-77	Ret-EE Share PERS NewMembr	9,830	0	27,005	0	0	0
Personnel Services		1,067,714	1,088,487	1,634,561	1,650,684	1,536,205	1,536,205
532.12-00	Telephone	1,698	1,859	2,000	3,080	3,080	3,080
532.13-00	Postage	171	425	400	400	400	400
532.14-00	Advertising	1,514	0	75	75	75	75
532.15-00	Office Supplies	6,098	11,091	5,100	6,000	6,000	6,000
532.17-00	Professional Services	207,155	5,954	25,000	25,000	25,000	25,000
532.18-00	Travel and Meetings	3,820	1,613	7,000	7,000	7,000	7,000
532.19-00	Mileage	0	0	150	150	150	150
532.20-00	Training Expense	6,102	2,687	9,500	9,500	9,500	9,500
532.21-00	Rents/Leases	5,493	5,135	5,000	6,500	6,500	6,500
532.22-00	Office Equipment O & M	251	85	1,500	1,500	1,500	1,500
532.23-00	Vehicle Operations/Maint	6,946	8,759	6,589	5,620	5,293	5,293
532.24-00	Memberships, Subscription	21,150	21,718	22,533	23,762	23,762	23,762
532.27-00	Small Tools	1,763	292	1,800	1,800	1,800	1,800
532.28-00	Safety Supplies	0	0	860	860	860	860
532.30-01	Dept Share of Insurance	19,858	18,233	18,424	18,144	15,903	15,903
532.35-84	Retro Fee Expense	50	50	0	0	0	0
532.38-00	Support Services	57,596	81,613	112,523	139,760	122,857	122,857
532.45-00	Facilities Maint Charge	57,091	40,445	39,941	50,533	41,172	41,172
532.46-00	Computer Replacement Chrg	0	0	0	13,462	13,462	13,462
Supplies and Services		396,756	199,959	258,395	313,146	284,314	284,314
533.43-00	Machinery/Equipment	0	22,408	0	0	0	0
Property		0	22,408	0	0	0	0
534.91-01	Adm Exp-City Manager	16,475	22,552	28,105	27,222	36,430	36,430
534.91-02	Adm Exp-City Attorney	3,251	5,996	5,951	5,732	11,229	11,229
534.91-03	Adm Exp-City Clerk	11,043	10,833	11,539	12,725	15,465	15,465
534.91-09	Adm Exp-Finance	46,972	59,968	70,180	79,431	93,728	93,728
534.91-10	Adm Exp-Purchasing	6,262	7,294	7,513	8,389	10,036	10,036
534.91-16	Adm Exp-City Council	5,247	6,184	6,783	6,753	8,799	8,799
Administrative		89,250	112,827	130,071	140,252	175,687	175,687

BUDGET DETAIL EXPENSES

017-0803	Engineering Projects/Std						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
968.93-72	Trsf-Support Service(672)	0	0	13,591	23,557	23,557	23,557
Other		0	0	13,591	23,557	23,557	23,557
**	Engineering Projects/Std	1,553,720	1,423,681	2,036,618	2,127,639	2,019,763	2,019,763

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 North Merced Annexation Feasibility Study.
- ◇ Continued implementation of the Commercial Cannabis Business Ordinance and subsequent revisions.
- ◇ 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.

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 North Merced Annexation Feasibility Study
4. Completion of Development Streamlining Efforts, including the Modified Planning Application Fee Schedule.
5. Work on Long-Range Planning Projects
6. Work on the Programmatic Climate Action Plan (PCAP) to implement the Climate Action Plan (adopted in October 2012).

PERFORMANCE MEASUREMENTS/INDICATORS

10 non-retail cannabis permits and 3 retail permits were approved in August and Sept 2018. The Commercial Cannabis Business Ordinance was revised in February 2019, adding an additional retail permit (to be issued by May 2019). Implementation of the on-going monitoring of cannabis businesses in place by October 2019. Additional cannabis applications on an ongoing basis.

Completion by December 2019 of the 5-Year Update of the Public Facilities Financing Plan and Impact Fee Program including formation of a Task Force to review project list and overall fee program.

Completion Consultant Work on the North Merced Annexation Feasibility Study by September 2019 with public hearings to follow.

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 2019), including document preparation and public hearings.

Completion by Spring 2020, pending other priorities.

PLANNING AND PERMITTING

OBJECTIVES

PERFORMANCE MEASUREMENTS/INDICATORS

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| 7. 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). |
| 8. 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. |
| 9. Continue to provide staff support to the City Council, Planning Commission, the Bicycle Advisory Commission (BAC), the ATP Citizens Focus Group, Public Facilities Financing Plan Task Force, 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. |
| 10. Complete Improvements to Street Closure, Community Facilities Districts, Public Convenience & Necessity, and other City Procedures | Complete improvements to procedures, including evaluation of where in the City organization these tasks fit best, by Spring 2020. |

2019-2020 BUDGET HIGHLIGHTS

- ◆ Implementation of the Commercial Cannabis Business Ordinance
- ◆ Update the Public Facilities Financing Plan
- ◆ Completion of the North Merced Annexation Feasibility Study
- ◆ Work on long-range Planning projects, such as the Active Transportation Plan
- ◆ Streamlined development process and improvements to procedures

E X P E N S E S	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Dept.Head Request 2019-20	City Mgr. Recom. 2019-20	Council Approval 2019-20
Personnel Expenses	725,057	771,723	882,023	886,519	870,305	870,305
Supplies and Services	369,487	272,069	707,016	672,270	800,644	800,644
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	18,056	3,877	0	200	200	200
* Undefined *	16,611	21,046	48,494	44,447	44,447	44,447
TOTAL	1,129,211	1,068,715	1,637,533	1,603,436	1,715,596	1,715,596

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FINANCING SOURCES	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Estimated 2019-20
Other State Grants	19,167	54,943	48,140	6,684
Zone Changes	0	12,578	4,903	4,479
SUP Establishments	12,063	0	4,903	4,479
SUP Revisions - P.D.	6,514	8,211	6,124	5,114
Annexations/Prezoning	14,634	239	9,798	10,226
Conditional Use Permit	14,418	23,169	23,018	17,295
Subdivisions Tentative	6,409	15,372	6,139	20,242
Subdivisions Final	14,346	29,208	9,822	41,000
Minor Subdivisions	4,540	5,197	4,910	9,605
Site Plan Review	8,756	9,029	9,825	11,019
Design Review Fees	5,685	760	1,596	3,074
Environmental Review ERC	8,713	6,631	4,918	5,121
Environmental Review EIS	0	5,978	6,139	6,406
Sale of Maps	0	0	10	10
Sale of Ordinances	0	0	10	20
Sale of Publications	0	2,788	75	75
General Plan Revision	16,720	3,657	9,195	15,328
Application Filing Fees	1,079	4,771	1,780	2,307
Environ Impact Filing EIR	24,159	24,420	15,000	0
Home Occupation Permit	4,725	4,779	5,270	6,016
Personnel Time ChargedCIP	0	0	1,000	500
BP-Plan Checking Fees	30,277	37,806	26,270	40,960
Staff Research TimeCharge	0	0	110	114
PERS-EE Share 2.5% @ 55	26,413	0	20,666	0
PERS-EE Share 2% @ 60	0	0	3,647	0
PERS-EE Share 2% @ 62	6,062	0	12,750	0
Application Fees	0	276,302	58,390	68,052
Regulatory Fees	0	0	165,217	266,657
Residential Const Def Fee	4,943	0	0	0
Frontage Fee Processing F	0	0	100	100
PCN Zoning Letters	85	3,578	1,840	1,152
Investment Earnings	4,746	14,844	9,630	37,710
Unclassified	10	3	10	100
Other Revenue-Developers	241,586	60,000	0	0
Strt Close/Temp Encroach	3,704	4,415	3,852	4,132
Adm Reimb-Facilis Roadways	7,661	83,892	94,572	120,086
Adm Reimb-Facili Traffic	488	4,273	6,485	8,174
Adm Reimb-Facilities Fire	1,090	9,557	14,525	18,305
Adm Reimb-Faciliti Police	1,458	12,782	19,434	24,491
Adm Reimb-Facilitie Parks	1,063	8,253	15,161	18,900
Interdept DSR-Rec & Park	9,709	9,500	9,811	10,173

Planning & Permitting

ACCOUNT NO. 0804

FINANCING SOURCES	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Estimated 2019-20
Interdept DSR-Wastewater	91,501	87,560	90,433	94,448
Interdept DSR-Water Sys	65,681	62,158	90,433	66,801
Interdept DSR-Refuse	1,667	2,500	2,500	2,500
Trsf-General Fund (001)	539,687	0	25,882	0
Trsf-2107.5 Gas Tax (012)	15,038	7,579	7,550	7,650
Trsf-CFD Dev Service(161)	18,848	21,064	27,690	34,823
Trsf-Unemployment Fn(668)	20,562	0	0	0
Other Revenues	124,996-	150,919	758,000	721,268
TOTAL	1,129,211	1,068,715	1,637,533	1,715,596

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PERSONNEL	Number of Positions			
Classification	Funded In Budget 2018-19	Dept.Head Request 2019-20	City Mgr. Recom. 2019-20	Council Approval
Dir. Devel. Svcs.	.35	.35	.35	.35
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	1.50	1.50	1.50	1.50
TOTAL	6.85	6.85	6.85	6.85

BUDGET DETAIL EXPENSES

017-0804	Planning & Permitting						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
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511.01-00	Regular Salaries	434,095	489,148	520,539	535,620	538,269	538,269
511.03-00	Extra Help	12,233	18,035	16,400	16,800	16,800	16,800
511.04-01	Regular Overtime	1,544	1,589	10,892	11,935	11,935	11,935
511.10-02	Unused Sick Leave	2,433	2,494	2,618	2,617	2,617	2,617
511.10-05	Retirement PERS Classic	61,024	20,129	21,123	18,214	18,214	18,214
511.10-06	Social Security-OASDI	27,143	31,003	32,851	34,709	34,827	34,827
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511.10-07	Social Security-Medicare	6,631	7,512	8,069	8,497	8,524	8,524
511.10-08	State Unemployment	0	0	60	0	0	0
511.10-09	Retirement PERS Lateral	0	3,033	4,215	4,524	4,524	4,524
511.10-10	Retirement-PERS New Membr	17,278	14,873	16,331	22,158	22,380	22,380
511.10-12	Workers Compensation	2,097	3,047	2,820	3,597	3,020	3,020
511.10-20	Earned Benefit	12,875	10,175	15,375	25,824	25,824	25,824
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511.10-21	Bilingual Pay Program	602	600	600	600	600	600
511.10-24	Vehicle Allowance	991	2,256	2,747	2,923	2,923	2,923
511.10-27	PTS Plan FICA Alternative	161	235	213	218	218	218
511.10-33	Core Allowance	90,513	92,159	89,899	92,747	76,029	76,029
511.10-35	Post Employment Benefits	22,962	24,545	30,843	30,532	30,532	30,532
511.10-73	Retirement UAL Misc	0	50,890	69,365	75,004	73,069	73,069
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511.10-75	Ret-EE Share PERS Classic	26,413	0	20,666	0	0	0
511.10-76	Ret-EE Share PERS Lateral	0	0	3,647	0	0	0
511.10-77	Ret-EE Share PERS NewMembr	6,062	0	12,750	0	0	0
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Personnel Services		725,057	771,723	882,023	886,519	870,305	870,305
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512.12-00	Telephone	493	497	1,020	700	700	700
512.13-00	Postage	2,411	3,896	8,682	7,071	7,071	7,071
512.14-00	Advertising	2,959	1,558	7,520	7,520	7,520	7,520
512.15-00	Office Supplies	14,789	12,591	12,571	12,958	12,958	12,958
512.16-00	Printing	956	3,622	4,170	5,487	5,487	5,487
512.17-00	Professional Services	136,672	10,841	364,337	266,024	266,024	266,024
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512.18-00	Travel and Meetings	1,467	1,078	12,461	15,999	15,999	15,999
512.19-00	Mileage	0	0	191	100	100	100
512.20-00	Training Expense	1,930	7,590	15,440	19,385	19,385	19,385
512.21-00	Rents/Leases	237	571	1,417	2,750	2,750	2,750
512.22-00	Office Equipment O & M	0	0	82	84	84	84
512.24-00	Memberships, Subscription	5,335	5,742	7,898	7,716	7,716	7,716
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512.29-00	Other Materials Supplies	0	0	2,822	2,822	2,822	2,822
512.30-01	Dept Share of Insurance	12,811	11,330	11,784	10,837	9,596	9,596
512.34-00	Contingency Reserve	0	0	24,764	25,000	25,000	25,000
512.35-84	Retro Fee Expense	50	0	0	0	0	0
512.38-00	Support Services	35,882	37,623	47,840	54,918	49,540	49,540
512.45-00	Facilities Maint Charge	63,803	61,900	61,129	77,339	63,012	63,012
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512.46-00	Computer Replacement Chrg	0	0	0	4,276	4,276	4,276
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Supplies and Services		279,795	158,839	584,128	520,986	500,040	500,040
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514.91-01	Adm Exp-City Manager	15,712	21,851	25,881	23,932	35,101	35,101
514.91-02	Adm Exp-City Attorney	3,100	5,809	5,480	5,039	10,819	10,819
514.91-03	Adm Exp-City Clerk	15,106	14,407	13,737	14,171	18,290	18,290
514.91-09	Adm Exp-Finance	44,798	58,105	64,626	69,830	90,308	90,308
514.91-10	Adm Exp-Purchasing	5,972	7,067	6,918	7,375	9,670	9,670
514.91-16	Adm Exp-City Council	5,004	5,991	6,246	5,937	8,478	8,478
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Administrative		89,692	113,230	122,888	126,284	172,666	172,666
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515.92-01	Interdept DSC-General Fnd	0	0	0	25,000	106,353	106,353
515.92-17	Interdept DSC-Develop Svc	0	0	0	0	21,585	21,585
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Interdepartmental		0	0	0	25,000	127,938	127,938

BUDGET DETAIL EXPENSES

017-0804 Planning & Permitting							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
617.65-00	Capital Imp. Projects	18,056	3,877	0	200	200	200
	Capital Outlay	18,056	3,877	0	200	200	200
908.93-01	Trsf-General Fund (001)	16,611	21,046	39,005	28,000	28,000	28,000
	Other	16,611	21,046	39,005	28,000	28,000	28,000
968.93-72	Trsf-Support Service(672)	0	0	9,489	16,447	16,447	16,447
	Other	0	0	9,489	16,447	16,447	16,447
**	Planning & Permitting	1,129,211	1,068,715	1,637,533	1,603,436	1,715,596	1,715,596

PLANNING AND PERMITTING

- 14-00 Public hearing notices and display ads.
- 17-00 Miscellaneous recording fees and Zoning Map updates; ariel imagery, Notary Public expenses, prior year encumbrance for contract for consultants related to grants, consultants for environmental assessment (paid by Developer), and consultants for Cannabis Business Inspections and Sign Ordinance.
- 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.

INSPECTION SERVICES

OBJECTIVES

1. Continued active involvement with the Code Enforcement Task Force.
2. Improve the electronic permitting, plan review, and permit, plan and inspection tracking.
3. Maintain active involvement in technical training to enhance Inspection Services staff's expertise.
4. Perform the highest level of customer service, consistent building plan review and inspections.
5. Maintain 2 to 3 week plan review turnaround times for first check, 1 to 2 weeks for back check.

PERFORMANCE MEASUREMENTS/INDICATORS

As the Code Enforcement Task Force evolves, making a collaborative effort in rewriting the procedures manual for the task force, benefiting all residence and businesses for now and in the future.

Starting to use full electronic submittals and electronic storage of plans, which greatly reduces staff time in the permitting and archiving of plans. Exploring more features that will benefit applicants looking into the future.

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. Offering ICC Yosemite Chapter Code Committee involvement to staff, which is a commitment to development, enhancing expertise on a wide variety of current topics.

Continue with Builder's forums and round tables, keeping the stakeholders informed. Utilize consultants on an as needed basis for plan review, front counter duties and inspections. Continue to add full time staff to meet demands, which also helps in building relationships with inspection services customers.

Monitor, prioritize, and coordinate plan reviews. Continue to coordinate certain projects with Development Services and those members involved from other Departments.

INSPECTION SERVICES

BUDGET HIGHLIGHTS AND LOOKING FORWARD TO 2019-2020

Inspection Services is looking forward to keeping up with the demand of increased residential and commercial construction as the City of Merced continues to grow towards the future. Given the continuing growth in the construction industry over the past years, the Inspection Services Division has achieved a balanced budget and is expecting an even healthier budget this year.

This past fiscal year we have experienced continued growth in the construction of single family dwellings (SDU). Currently there are 27 active subdivisions, up 12, from 15 active subdivisions 1 year ago. New Single-family dwelling units issued since July 2018 total 290, with months ahead not expected to slow. It's anticipated that there will be an increase in Master Plan submittals due to the 2019 California codes becoming effective January 1, 2020. Since July 2018 through January 2019, the Inspection Services Division had many other projects under construction throughout the City, including 19 Tenant Improvements. Active Downtown Historic renovation projects include the new addition of the 52,436 sf El Capitan hotel with the 16,880 sf historic renovation of the El Capitan Hotel, the 2nd renovation is the Tioga Hotel, and the 3rd renovation is the Mainzer Theatre. Multi-family units (MFU) under construction included (2) duplexes and (3) four-plexes, totaling 16 units. We have a Master Plan in review for 15 Apartment buildings, Phase 2 of Compass Pointe Apartments, 128 units. One large commercial project under construction is the new PG&E operations center, which includes a 12,810 sf operations building, a 15,522 sf office building, and 4 industrial buildings totaling 32,000 square feet. There are 12 Tenant improvement projects in review, expected to be in construction by late spring. (2) New Industrial buildings are in review (7,500 sf and 6,430 sf), also expected to be in construction late spring. Additionally, the Division has created guidelines for Commercial Cannabis Businesses. In the next fiscal year the cannabis business permits, permits issued by the Planning Division will transition into tenant improvement plans for retail, distribution, cultivation, and manufacturing uses – 11 total.

This fiscal year will be less financially challenging for the third time in a row for the Inspection Services Division. The Division's plan review team continues to provide 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

EXPENSES	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Dept. Head Request 2019-20	City Mgr. Recom. 2019-20	Council Approval 2019-20
Personnel Expenses	808,341	961,877	1,125,581	1,167,837	1,257,272	1,257,272
Supplies and Services	464,832	511,863	430,049	681,815	702,971	702,971
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	11,524	19,976	19,976	19,976
TOTAL	1,273,173	1,473,740	1,567,154	1,869,628	1,980,219	1,980,219

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FINANCING SOURCES	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Estimated 2019-20
Construction Permits	918,606	1,569,252	1,200,800	1,600,000
Encroachment Permits	127,961	254,450	0	0
Photocopies	2	0	0	0
Engineering Inspect Fees	44,795	45,509	0	0
Plan Checking Fees-Plans	595,796	567,392	461,450	479,990
PERS-EE Share 2.5% @ 55	26,248	0	12,873	0
PERS-EE Share 2% @ 60	3,560	0	9,674	0
PERS-EE Share 2% @ 62	4,012	0	21,037	0
Personnel Time ChargedCIP	0	4,565	0	0
Unclassified	70	1	0	0
Adm Reimb-Facils Roadways	1,779	5,850	6,595	9,538
Adm Reimb-Facili Traffic	113	298	452	649
Adm Reimb-Facilities Fire	253	666	1,013	1,454
Adm Reimb-Faciliti Police	339	891	1,355	1,945
Adm Reimb-Facilitie Parks	247	576	1,057	1,501
Interdept DSR-General Fnd	30,056	33,328	33,133	36,214
Interdept DSR-Streets	86,630	86,099	68,927	99,312
Interdept DSR-Wastewater	119,236	111,452	91,324	125,719
Interdept DSR-Water Sys	119,212	111,434	91,644	125,775
Interdept DSR-Refuse	39,246	37,131	21,010	43,849
Other Revenues	844,988-	1,355,154-	455,190-	545,727-
TOTAL	1,273,173	1,473,740	1,567,154	1,980,219

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Inspection Services

P E R S O N N E L

Number of Positions

Classification	Funded In Budget 2018-19	Dept.Head Request 2019-20	City Mgr. Recom. 2019-20	Council Approval
Dir of Devel. Svc	.50	.50	.50	.50
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
Development Services Tech I/II	1.00	1.00	2.00	2.00
Plan Examiner I/II	3.00	3.00	3.00	3.00
Secretary I/II/III	.50	.50	.50	.50
TOTAL	9.00	9.00	10.00	10.00

BUDGET DETAIL EXPENSES

017-0805	Inspection Services						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
511.01-00	Regular Salaries	451,727	545,318	642,050	699,154	741,910	741,910
511.03-00	Extra Help	15,371	19,519	0	0	0	0
511.04-01	Regular Overtime	17,248	17,588	10,000	20,000	20,000	20,000
511.04-04	Call Back Time Worked	394	400	5,125	5,250	5,250	5,250
511.10-05	Retirement PERS Classic	60,625	22,887	13,199	20,563	20,563	20,563
511.10-06	Social Security-OASDI	29,394	36,185	41,160	45,263	47,897	47,897
511.10-07	Social Security-Medicare	7,204	8,746	9,839	10,779	11,395	11,395
511.10-08	State Unemployment	0	0	122	1,696	1,696	1,696
511.10-09	Retirement PERS Lateral	9,401	8,578	11,253	12,369	12,369	12,369
511.10-10	Retirement-PERS New Membr	11,362	9,779	26,945	25,084	28,667	28,667
511.10-12	Workers Compensation	1,857	3,538	2,673	3,983	6,047	6,047
511.10-17	Stand By Pay	17,422	21,455	22,550	23,150	23,150	23,150
511.10-20	Earned Benefit	5,785	14,222	7,856	10,863	10,863	10,863
511.10-24	Vehicle Allowance	998	3,008	3,924	4,176	4,176	4,176
511.10-27	PTS Plan FICA Alternative	200	254	0	0	0	0
511.10-33	Core Allowance	99,713	133,267	147,611	129,982	164,956	164,956
511.10-35	Post Employment Benefits	45,820	44,276	58,514	57,621	57,621	57,621
511.10-73	Retirement UAL Misc	0	72,857	79,176	97,904	100,712	100,712
511.10-75	Ret-EE Share PERS Classic	26,248	0	12,873	0	0	0
511.10-76	Ret-EE Share PERS Lateral	3,560	0	9,674	0	0	0
511.10-77	Ret-EE Share PERS NewMembr	4,012	0	21,037	0	0	0
Personnel Services		808,341	961,877	1,125,581	1,167,837	1,257,272	1,257,272
512.12-00	Telephone	6,546	8,882	10,060	10,417	10,417	10,417
512.13-00	Postage	314	75	800	800	800	800
512.15-00	Office Supplies	1,921	3,570	3,600	4,635	4,635	4,635
512.16-00	Printing	38	62	216	904	904	904
512.17-00	Professional Services	185,772	202,622	70,000	301,400	181,400	181,400
512.18-00	Travel and Meetings	5,537	4,473	10,005	13,951	13,951	13,951
512.20-00	Training Expense	4,965	7,222	13,802	11,102	11,102	11,102
512.21-00	Rents/Leases	237	571	1,417	1,100	1,100	1,100
512.22-00	Office Equipment O & M	4,588	3,877	7,088	7,088	7,088	7,088
512.23-00	Vehicle Operations/Maint	9,812	9,178	9,304	11,248	10,594	10,594
512.24-00	Memberships, Subscription	12,166	5,655	9,979	10,249	10,249	10,249
512.26-00	Other Equipment O & M	0	0	1,250	1,250	1,250	1,250
512.27-00	Small Tools	77	180	1,400	1,442	1,442	1,442
512.28-00	Safety Supplies	209	509	1,125	1,158	1,158	1,158
512.29-00	Other Materials Supplies	0	0	2,750	2,750	2,750	2,750
512.30-01	Dept Share of Insurance	14,274	15,659	14,345	14,144	12,389	12,389
512.35-84	Retro Fee Expense	0	200	0	0	0	0
512.38-00	Support Services	55,244	68,036	78,832	90,166	84,980	84,980
512.45-00	Facilities Maint Charge	67,627	65,609	64,792	81,975	66,788	66,788
Supplies and Services		369,327	396,380	300,765	565,779	422,997	422,997
514.91-01	Adm Exp-City Manager	9,151	13,998	19,574	14,225	18,961	18,961
514.91-02	Adm Exp-City Attorney	1,806	3,722	4,144	2,995	5,844	5,844
514.91-03	Adm Exp-City Clerk	4,725	5,799	7,273	6,014	7,296	7,296
514.91-09	Adm Exp-Finance	26,092	37,223	48,877	41,508	48,783	48,783
514.91-10	Adm Exp-Purchasing	3,478	4,527	5,232	4,384	5,224	5,224
514.91-16	Adm Exp-City Council	2,915	3,838	4,724	3,529	4,580	4,580
Administrative		48,167	69,107	89,824	72,655	90,688	90,688
515.92-01	Interdept DSC-General Fnd	47,338	46,376	39,460	43,381	160,346	160,346
515.92-17	Interdept DSC-Develop Svc	0	0	0	0	28,940	28,940
Interdepartmental		47,338	46,376	39,460	43,381	189,286	189,286

BUDGET DETAIL EXPENSES

017-0805	Inspection Services						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
968.93-72	Trsf-Support Service(672)	0	0	11,524	19,976	19,976	19,976
Other		0	0	11,524	19,976	19,976	19,976
**	Inspection Services	1,273,173	1,473,740	1,567,154	1,869,628	1,980,219	1,980,219

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BUDGET DETAIL EXPENSES

082-0805	Inspection Services						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
512.18-00	Travel and Meetings	0	0	2,830	10,000	10,000	10,000
512.20-00	Training Expense	0	0	2,052	10,000	10,000	10,000
512.29-00	Other Materials Supplies	0	0	42,718	23,330	20,033	20,033
	Supplies and Services	0	0	47,600	43,330	40,033	40,033
**	Inspection Services	0	0	47,600	43,330	40,033	40,033

INSPECTION SERVICES

- 13-00 Regular postage includes mailing for construction code update education mailers.
- 16-00 Business cards and permit forms.
- 17-00 Imaging of permits and plan check services and fire plan review services, Ariel pictometry.
- 18-00 California Building Officials annual and monthly meetings, CALBO Education Week, 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; code inspection, and registration fees for meetings outlined in Line 18-00 above.
- 22-00 Maintenance for microfiche equipment, printers, scanners, copiers, 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; 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, boots; other safety equipment; fire extinguisher service
- 29-00 Front door equipped for badge entry and panic button installation.

HOUSING DIVISION

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 the financing of large multi-family Affordable Housing developments. 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 and government agencies. This includes continuance of the City's partnership with the County of Merced to provide Continuum of Care administrative services in the community.
- Partner with affordable housing developers and non-profit organizations to construct and provide permanent supportive housing and the necessary 'wrap-around' services necessary to serve Merced's homeless population.
- 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.
- Improve fair housing services to area residents.
- Begin developing or disposing of the residential housing asset properties.

HOUSING DIVISION

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. 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.
3. 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.
4. NSP3 Program (HUD)	Work with HUD to close out the NSP3 Grant and transfer residual income to Community Development Block Grant program.
5. 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.
6. 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.
7. Grant Administration	Begin working with HUD developing the 5-Year Consolidated Annual Action Plan for 2020-2025. To submit a 5-Year plan for consideration, additional training and requirements are required by HUD.
8. Housing Assets (Fund 071/471)	Facilitate a partnership with local non-profit and affordable housing organizations to develop the currently vacant parcels.

HOUSING DIVISION

2019-2020 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 and the construction of 1-2 new housing units.
- 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
Childs & B Street Work with our development partners and divisions to ensure these projects are moving forward.
- 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 Improvements Continue to work with engineering staff with improvements to sewer and water mains, regional storm water basin sidewalks, bicycle facilities, and ADA ramps.

HOUSING DIVISION

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

E X P E N S E S	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Dept.Head Request 2019-20	City Mgr. Recom. 2019-20	Council Approval 2019-20
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	662,978	666,375	1,553,795	1,750,463	1,751,042	1,751,042
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
* Undefined *	361,905	151,719	32,384	536,363	536,163	536,163
TOTAL	1,024,883	818,094	1,586,179	2,286,826	2,287,205	2,287,205
<div style="background-color:black; height:1px;"></div>						
F I N A N C I N G S O U R C E S	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Estimated 2019-20		
Federal Grant-CDBG	855,551	733,377	1,159,551	1,867,295		
Investment Earnings	235	401	200	380		
CDBG Loan Repayment	335,961	169,739	160,000	84,000		
Unclassified	1,500	0	0	0		
Other Revenues	168,364-	85,423-	266,428	335,530		
TOTAL	1,024,883	818,094	1,586,179	2,287,205		
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BUDGET DETAIL EXPENSES

018-1301	Housing						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
552.13-00	Postage	87	145	300	300	300	300
552.14-00	Advertising	1,387	3,187	5,000	5,000	5,000	5,000
552.17-00	Professional Services	446,052	4,071	38,000	68,000	68,000	68,000
552.18-00	Travel and Meetings	0	161	2,000	2,000	2,000	2,000
552.29-00	Other Materials Supplies	9,055	434,308	1,267,315	1,377,947	1,378,526	1,378,526
	Supplies and Services	456,581	441,872	1,312,615	1,453,247	1,453,826	1,453,826
555.92-70	Interdept DSC-Hsng Admin	206,397	224,503	241,180	297,216	297,216	297,216
	Interdepartmental	206,397	224,503	241,180	297,216	297,216	297,216
938.93-80	Trsf-LMI Debt Svc (380)	282,350	0	32,384	81,565	81,365	81,365
	Other	282,350	0	32,384	81,565	81,365	81,365
948.93-50	Trsf-Streets/Signals(450)	79,555	151,719	0	454,798	454,798	454,798
	Other	79,555	151,719	0	454,798	454,798	454,798
**	Housing	1,024,883	818,094	1,586,179	2,286,826	2,287,205	2,287,205

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.

EXPENSES	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Dept.Head Request 2019-20	City Mgr. Recom. 2019-20	Council Approval 2019-20
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	155,882	33,212	929,660	1,240,236	1,239,019	1,239,019
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
TOTAL	<u>155,882</u>	<u>33,212</u>	<u>929,660</u>	<u>1,240,236</u>	<u>1,239,019</u>	<u>1,239,019</u>
<div style="background-color:black; height:1px;"></div>						
FINANCING SOURCES	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Estimated 2019-20		
Federal Grants-HOME	397,704	46,770	605,859	1,104,252		
Investment Earnings	662	5,342	3,360	10,040		
Home Funds Loans	566,193	180,301	60,000	60,000		
Other Revenues	808,677-	199,201-	260,441	64,727		
TOTAL	<u>155,882</u>	<u>33,212</u>	<u>929,660</u>	<u>1,239,019</u>		
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BUDGET DETAIL EXPENSES

033-1349	HOME Funds						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
552.17-00	Professional Services	30,339	25,000	30,000	0	0	0
552.29-00	Other Materials Supplies	2,208	0	763,502	1,008,832	1,007,615	1,007,615
	Supplies and Services	32,547	25,000	793,502	1,008,832	1,007,615	1,007,615
555.92-70	Interdept DSC-Hsng Admin	123,335	8,212	136,158	231,404	231,404	231,404
	Interdepartmental	123,335	8,212	136,158	231,404	231,404	231,404
**	HOME Funds	155,882	33,212	929,660	1,240,236	1,239,019	1,239,019

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 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
552.29-00	Other Materials Supplies	0	0	29,591	31,512	31,512	31,512
	Supplies and Services	0	0	29,591	31,512	31,512	31,512
555.92-70	Interdept DSC-Hsng Admin	0	0	9,270	14,070	14,070	14,070
	Interdepartmental	0	0	9,270	14,070	14,070	14,070
**	BEGIN Program	0	0	38,861	45,582	45,582	45,582

FUND NO. 034
ACCOUNT NO. 1346

BEGIN PROGRAM

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

CAL HOME Grant

ACCOUNT NO. 1350

E X P E N S E S	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Dept.Head Request 2019-20	City Mgr. Recom. 2019-20	Council Approval 2019-20
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	0	2,066	164,089	230,783	230,783	230,783
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	2,066	164,089	230,783	230,783	230,783

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F I N A N C I N G S O U R C E S	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Estimated 2019-20
Home Funds Loans	41,324	46,184	1,800	1,800
Other Revenues	41,324-	44,118-	162,289	228,983
TOTAL	0	2,066	164,089	230,783

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BUDGET DETAIL EXPENSES

052-1350 CAL HOME Grant							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
552.29-00	Other Materials Supplies	0	0	152,284	216,191	216,191	216,191
	Supplies and Services	0	0	152,284	216,191	216,191	216,191
555.92-70	Interdept DSC-Hsng Admin	0	2,066	11,805	14,592	14,592	14,592
	Interdepartmental	0	2,066	11,805	14,592	14,592	14,592
**	CAL HOME Grant	0	2,066	164,089	230,783	230,783	230,783

FUND NO. 052
ACCOUNT NO. 1350

CALHOME-06 PROGRAM

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

BEGIN GRANTS

ACCOUNT NO. 1351

E X P E N S E S	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Dept.Head Request 2019-20	City Mgr. Recom. 2019-20	Council Approval 2019-20
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	0	0	31,904	71,117	71,117	71,117
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	31,904	71,117	71,117	71,117
XX						
F I N A N C I N G S O U R C E S	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Estimated 2019-20		
Other Revenues	0	0	31,904	71,117		
TOTAL	0	0	31,904	71,117		
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BUDGET DETAIL EXPENSES

053-1351	BEGIN GRANTS						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
552.29-00	Other Materials Supplies	0	0	31,904	67,617	67,617	67,617
	Supplies and Services	0	0	31,904	67,617	67,617	67,617
555.92-70	Interdept DSC-Hsng Admin	0	0	0	3,500	3,500	3,500
	Interdepartmental	0	0	0	3,500	3,500	3,500
**	BEGIN GRANTS	0	0	31,904	71,117	71,117	71,117

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 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
552.17-00	Professional Services	14,264	0	0	0	0	0
552.29-00	Other Materials Supplies	28,194	310,553	31,712	31,300	31,300	31,300
	Supplies and Services	42,458	310,553	31,712	31,300	31,300	31,300
555.92-70	Interdept DSC-Hsng Admin	23,483	0	0	0	0	0
	Interdepartmental	23,483	0	0	0	0	0
**	Neighborhood Stablization	65,941	310,553	31,712	31,300	31,300	31,300

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.

Neighborhood Program

ACCOUNT NO. 1354

E X P E N S E S	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Dept.Head Request 2019-20	City Mgr. Recom. 2019-20	Council Approval 2019-20
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	12.808	9.734	17.373	25.159	25.159	25.159
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
TOTAL	12.808	9.734	17.373	25.159	25.159	25.159
XX						
F I N A N C I N G S O U R C E S	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Estimated 2019-20		
NeighborhoodStabliz.Loans	9.116	0	0	0		
Other Revenues	3.692	9.734	17.373	25.159		
TOTAL	12.808	9.734	17.373	25.159		
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BUDGET DETAIL EXPENSES

066-1354	Neighborhood Program						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
552.17-00	Professional Services	0	1,800	0	0	0	0
552.29-00	Other Materials Supplies	6,590	7,784	17,373	18,715	18,715	18,715
	Supplies and Services	6,590	9,584	17,373	18,715	18,715	18,715
555.92-70	Interdept DSC-Hsng Admin	6,218	150	0	6,444	6,444	6,444
	Interdepartmental	6,218	150	0	6,444	6,444	6,444
**	Neighborhood Program	12,808	9,734	17,373	25,159	25,159	25,159

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.

[illegible]

BUDGET DETAIL EXPENSES

069-1357	CalHOME Grant 2012						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
552.29-00	Other Materials Supplies	96,500	112,000	901	30,375	30,475	30,475
	Supplies and Services	96,500	112,000	901	30,375	30,475	30,475
555.92-70	Interdept DSC-Hsng Admin	9,978	7,420	0	3,807	3,807	3,807
	Interdepartmental	9,978	7,420	0	3,807	3,807	3,807
**	CalHOME Grant 2012	106,478	119,420	901	34,182	34,282	34,282

FUND NO. 069
ACCOUNT NO. 1357

CALHOME-12 PROGRAM

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

Housing

ACCOUNT NO. 1301

E X P E N S E S	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Dept.Head Request 2019-20	City Mgr. Recom. 2019-20	Council Approval 2019-20
Personnel Expenses	276,845	294,594	411,426	408,950	405,704	405,704
Supplies and Services	10,541	81,312	418,828	495,311	505,934	505,934
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	1,359	0	0	0	0
* Undefined *	0	0	29,854	35,281	35,281	35,281
TOTAL	287,386	377,265	860,108	939,542	946,919	946,919

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F I N A N C I N G S O U R C E S	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Estimated 2019-20
PERS-EE Share 2.5% @ 55	11,284	0	11,860	0
PERS-EE SHARE 2% @ 60	0	0	1,563	0
PERS-EE Share 2% @ 62	0	0	3,668	0
Personnel Time ChargedCIP	0	7,142	31,150	35,469
Unclassified	5,154	0	0	0
Interdept DSR-Housing	206,397	224,503	241,180	297,216
Interdept DSR-FederalHome	123,335	8,212	136,158	231,404
Interdept DSR-BEGIN Prgm	0	0	9,270	14,070
Interdept DSR-Begin Grant	0	0	0	3,500
Interdept DSR-Home 92	0	0	3,080	11,080
Interdept DSR-Home 93	0	0	18,053	35,053
Interdept DSR-NSP1	23,483	0	0	0
Interdept DSR-CAL HOME	0	2,066	11,805	14,592
Interdept DSR-NSP3	6,218	150	0	6,444
Interdept DSR-CalHome12	9,978	7,420	0	3,807
Interdept DRS-LMI Housing	0	0	200,000	100,000
Other Revenues	98,463-	127,772	192,321	194,284
TOTAL	287,386	377,265	860,108	946,919

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P E R S O N N E L Number of Positions

Classification	Funded In Budget 2018-19	Dept.Head Request 2019-20	City Mgr. Recom. 2019-20	Council Approval
Dir. Devel. Svc	.15	.15	.15	.15
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	3.15	3.15	3.15	3.15

BUDGET DETAIL EXPENSES

070-1301 Housing							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
551.01-00	Regular Salaries	144,313	161,333	232,678	238,495	238,495	238,495
551.03-00	Extra Help	10,420	21,712	0	0	0	0
551.04-01	Regular Overtime	108	42	0	0	0	0
551.10-05	Retirement PERS Classic	26,010	11,540	12,122	18,052	18,052	18,052
551.10-06	Social Security-OASDI	8,350	9,709	13,891	13,941	13,941	13,941
551.10-07	Social Security-Medicare	2,141	2,586	3,313	3,319	3,319	3,319
551.10-09	Retirement PERS Lateral	0	1,011	1,806	1,939	1,939	1,939
551.10-10	Retirement-PERS New Membr	0	0	4,698	0	0	0
551.10-12	Workers Compensation	5,426	5,204	6,856	8,197	6,906	6,906
551.10-20	Earned Benefit	3,179	3,189	5,251	4,264	4,264	4,264
551.10-24	Vehicle Allowance	330	752	1,177	1,253	1,253	1,253
551.10-27	PTS Plan FICA Alternative	137	283	0	0	0	0
551.10-33	Core Allowance	41,651	41,819	64,705	67,212	66,279	66,279
551.10-35	Post Employment Benefits	23,496	19,652	19,178	18,881	18,881	18,881
551.10-73	Retirement UAL Misc	0	15,762	28,660	33,397	32,375	32,375
551.10-75	Ret-EE Share PERS Classic	11,284	0	11,860	0	0	0
551.10-76	Ret-EE Share PERS Lateral	0	0	1,563	0	0	0
551.10-77	Ret-EE Share PERS NewMemb	0	0	3,668	0	0	0
Personnel Services		276,845	294,594	411,426	408,950	405,704	405,704
552.12-00	Telephone	344	31	600	120	120	120
552.13-00	Postage	137	206	200	200	200	200
552.14-00	Advertising	52	75	500	500	500	500
552.15-00	Office Supplies	797	2,393	4,000	3,000	3,000	3,000
552.17-00	Professional Services	0	400	3,000	2,500	32,500	32,500
552.18-00	Travel and Meetings	1,672	1,650	5,000	5,000	5,000	5,000
552.20-00	Training Expense	945	788	3,000	3,000	3,000	3,000
552.22-00	Office Equipment O & M	0	0	6,500	6,500	6,500	6,500
552.24-00	Memberships, Subscription	4,238	3,758	2,953	2,941	2,941	2,941
552.29-00	Other Materials Supplies	2,306	445	288,806	327,362	310,309	310,309
552.30-01	Dept Share of Insurance	0	4,052	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	0	17,841	18,105	17,841	17,841	17,841
552.45-00	Facilities Maint Charge	0	14,943	14,757	18,670	15,212	15,212
Supplies and Services		10,541	46,632	376,473	416,686	426,175	426,175
554.91-01	Adm Exp-City Manager	0	2,199	7,906	8,143	8,143	8,143
554.91-02	Adm Exp-City Attorney	0	1,323	1,323	1,363	1,363	1,363
554.91-03	Adm Exp-City Clerk	0	2,713	2,713	2,794	3,928	3,928
554.91-09	Adm Exp-Finance	0	26,913	26,913	27,720	27,720	27,720
554.91-10	Adm Exp-Purchasing	0	1,532	3,500	3,605	3,605	3,605
Administrative		0	34,680	42,355	43,625	44,759	44,759
555.92-01	Interdept DSC-General Fnd	0	0	0	35,000	35,000	35,000
Interdepartmental		0	0	0	35,000	35,000	35,000
657.65-00	Capital Imp. Projects	0	1,359	0	0	0	0
Capital Outlay		0	1,359	0	0	0	0
968.93-72	Trnsf-Support Service(672)	0	0	29,854	35,281	35,281	35,281
Other		0	0	29,854	35,281	35,281	35,281
**	Housing	287,386	377,265	860,108	939,542	946,919	946,919

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 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
552.13-00	Postage	0	67	0	0	0	0
552.17-00	Professional Services	958,047	26,040	0	59,820	59,820	59,820
552.29-00	Other Materials Supplies	14,130	0	1,051,005	1,158,923	1,148,811	1,148,811
	Supplies and Services	972,177	26,107	1,051,005	1,218,743	1,208,631	1,208,631
554.91-01	Adm Exp-City Manager	2,744	3,863	6,361	5,998	6,428	6,428
554.91-02	Adm Exp-City Attorney	541	1,027	1,347	1,263	1,981	1,981
554.91-03	Adm Exp-City Clerk	1,405	1,579	2,337	2,443	2,385	2,385
554.91-09	Adm Exp-Finance	7,824	10,271	15,883	17,503	16,538	16,538
554.91-10	Adm Exp-Purchasing	1,043	1,249	1,700	1,849	1,771	1,771
554.91-16	Adm Exp-City Council	874	1,059	1,535	1,488	1,553	1,553
	Administrative	14,431	19,048	29,163	30,544	30,656	30,656
555.92-70	Interdept DSC-Hsng Admin	0	0	200,000	100,000	100,000	100,000
	Interdepartmental	0	0	200,000	100,000	100,000	100,000
**	City Housing	986,608	45,155	1,280,168	1,349,287	1,339,287	1,339,287

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.

Finance

ACCOUNT NO. 0701

E X P E N S E S	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Dept.Head Request 2019-20	City Mgr. Recom. 2019-20	Council Approval 2019-20
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	0	0	0	0	0	0
Debt Service	282,350	271,870	261,200	250,360	250,360	250,360
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
TOTAL	282,350	271,870	261,200	250,360	250,360	250,360
XX						
F I N A N C I N G S O U R C E S	Actual 2016-17	Actual 2017-18	Final Budget 2018-19	Estimated 2019-20		
Investment Earnings	2	1,193	200	0		
Repayment Of Note	0	698,486	0	0		
Trsf-Housing Fund (018)	282,350	0	32,384	81,365		
Other Revenues	2-	427,809-	228,616	168,995		
TOTAL	282,350	271,870	261,200	250,360		
XX						

BUDGET DETAIL EXPENSES

380-0701	Finance						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
706.71-06	Principal Loans	200,000	200,000	200,000	200,000	200,000	200,000
706.72-06	Interest Loans	82,350	71,870	61,200	50,360	50,360	50,360
	Debt Services	282,350	271,870	261,200	250,360	250,360	250,360
**	Finance	282,350	271,870	261,200	250,360	250,360	250,360

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.

[illegible]

BUDGET DETAIL EXPENSES

471-1363	City Housing						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2016-17	ACTUAL 2017-18	FINAL BUDGET 2018-19	DEPT. HEAD REQUEST 2019-20	CITY MGR. RECOM. 2019-20	COUNCIL APPROVAL 2019-20
552.17-00	Professional Services	389,744	0	0	0	0	0
552.29-00	Other Materials Supplies	3,055	0	0	0	0	0
	Supplies and Services	392,799	0	0	0	0	0
617.65-00	Capital Imp. Projects	0	0	248,015	256,245	256,245	256,245
	Capital Outlay	0	0	248,015	256,245	256,245	256,245
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	392,799	0	252,451	260,681	260,681	260,681

FUND NO. 471
ACCOUNT NO. 1363

LMI HOUSING CAPITAL IMPROVEMENTS PROJECTS

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