

**CITY OF MERCED
2020-2021 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.
- 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.
- Deliver capital projects within budget.
- Produce high quality capital projects.

ENGINEERING DEPARTMENT

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

1. Manage infrastructure development through Capital Improvement Program (CIP).
2. Effectively coordinate and manage the project lifecycles of all projects within the City.

PERFORMANCE MEASUREMENTS/INDICATORS

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.

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 design through construction, on time

ENGINEERING DEPARTMENT

3. Assist various departments for capital improvements, operations, and maintenance of the City's infrastructure.

and under budget in the most efficient manner to serve the public.

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.
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

2020-2021 BUDGET HIGHLIGHTS

As part of the FY 2020-2021 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 2020-2021 include: Reconstruction of V Street (16th to 18th 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; R Street (Loughborough Drive to Buena Vista Drive) Road Reconstruction; R Street (16th to 18th Streets) water main replacement and Roadway reconstruction. N Street (Main to 18th Streets) Overlay, Canal Street (19th Street to the Railroad) water main replacement and roadway reconstruction, Orchard Avenue Sewer replacement, and Alpine Drive Overlay (G St. to Wainwright Ave). It should be noted that sidewalks and access ramps are upgraded to comply with current ADA requirements on most roadway rehabilitation projects.

In addition to these projects, other projects will 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 2017-18 | Actual 2018-19 | Final Budget 2019-20 | Dept.Head Request 2020-21 | City Mgr. Recom. 2020-21 | Council Approval 2020-21 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses | 1,088,487 | 1,195,428 | 1,536,205 | 1,681,422 | 1,569,969 | 1,569,969 |
| Supplies and Services | 312,786 | 528,462 | 460,001 | 495,837 | 468,823 | 468,823 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 |
| Acquisitions | 22,408 | 13,653 | 0 | 0 | 0 | 0 |
| Capital Improvements | 0 | 0 | 0 | 0 | 0 | 0 |
| * Undefined * | 0 | 13,591 | 23,557 | 12,685 | 12,685 | 12,685 |
| TOTAL | 1,423,681 | 1,751,134 | 2,019,763 | 2,189,944 | 2,051,477 | 2,051,477 |

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| FINANCING SOURCES | Actual 2017-18 | Actual 2018-19 | Final Budget 2019-20 | Estimated 2020-21 |
|---------------------------|-------------------|-------------------|----------------------------|----------------------|
| Construction Permits | 0 | 128 | 0 | 0 |
| Encroachment Permits | 0 | 380,967 | 473,000 | 500,000 |
| Engineering Inspect Fees | 0 | 11,777 | 15,000 | 150,000 |
| Plan Checking Fees-Plans | 3,762 | 12,821 | 15,000 | 22,000 |
| Personnel Time ChargedCIP | 453,553 | 622,290 | 825,000 | 825,000 |
| Sale of Plans | 1,087 | 2,921 | 3,500 | 3,000 |
| Unclassified | 122 | 192 | 0 | 0 |
| Adm Reimb-Facils Roadways | 3,744 | 4,221 | 0 | 12,481 |
| Adm Reimb-Facili Traffic | 191 | 289 | 0 | 818 |
| Adm Reimb-Facilities Fire | 427 | 648 | 0 | 1,830 |
| Adm Reimb-Faciliti Police | 570 | 867 | 0 | 2,448 |
| Adm Reimb-Facilitie Parks | 368 | 677 | 0 | 1,820 |
| Interdept DSR-Develop Svc | 0 | 0 | 50,525 | 81,460 |
| Interdept DSR-Streets | 89,853 | 108,601 | 83,912 | 92,734 |
| Interdept DSR-Pub Wrks Ad | 5,235 | 3,453 | 2,602 | 3,155 |
| Interdept DSR-Wastewater | 247,620 | 259,689 | 211,793 | 231,944 |
| Interdept DSR-Water Sys | 297,338 | 310,513 | 260,801 | 288,656 |
| Interdept DSR-Refuse | 5,055 | 28,821 | 10,730 | 14,180 |
| Interdept DSR-Airport Ind | 700 | 3,380 | 2,932 | 3,278 |
| Interdept DSR-Liability | 37,905 | 39,148 | 3,734 | 41,270 |
| Other Revenues | 276,151 | 40,269- | 61,234 | 224,597- |
| TOTAL | 1,423,681 | 1,751,134 | 2,019,763 | 2,051,477 |

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Engineering Projects/Std

PERSONNEL

Number of Positions

| Classification | Funded In Budget 2019-20 | Dept.Head Request 2020-21 | City Mgr. Recom. 2020-21 | Council Approval |
|------------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------|
| City Engineer | 1.00 | 1.00 | 1.00 | 1.00 |
| Sr/Assoc/Asst Engineer | 3.00 | 3.00 | 3.00 | 3.00 |
| Engineer Tech. I/II/III/IV | 5.00 | 5.00 | 5.00 | 5.00 |
| Admin. Assistant 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 | 12.00 | 12.00 | 12.00 | 12.00 |

BUDGET DETAIL EXPENSES

| 017-0803 | Engineering Projects/Std | | | FINAL | DEPT. HEAD | CITY MGR. | COUNCIL |
|-----------------------|---------------------------|-----------|-----------|-----------|------------|-----------|-----------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL | ACTUAL | BUDGET | REQUEST | RECOM. | APPROVAL |
| | | 2017-18 | 2018-19 | 2019-20 | 2020-21 | 2020-21 | 2020-21 |
| 531.01-00 | Regular Salaries | 639,280 | 652,018 | 948,703 | 1,013,181 | 973,901 | 973,901 |
| 531.03-00 | Extra Help | 28,811 | 42,462 | 0 | 56,414 | 0 | 0 |
| 531.04-01 | Regular Overtime | 989 | 2,798 | 3,000 | 3,083 | 3,000 | 3,000 |
| 531.10-05 | Retirement PERS Classic | 17,772 | 20,804 | 18,249 | 27,467 | 26,732 | 26,732 |
| 531.10-06 | Social Security-OASDI | 39,121 | 41,135 | 58,678 | 61,750 | 59,294 | 59,294 |
| 531.10-07 | Social Security-Medicare | 9,567 | 10,236 | 13,723 | 15,260 | 13,867 | 13,867 |
| 531.10-08 | State Unemployment | 0 | 0 | 7,194 | 396 | 396 | 396 |
| 531.10-09 | Retirement-PERS Lateral | 14,861 | 16,430 | 12,401 | 14,099 | 13,722 | 13,722 |
| 531.10-10 | Retirement-PERS New Membr | 16,867 | 14,977 | 48,871 | 49,428 | 47,313 | 47,313 |
| 531.10-12 | Workers Compensation | 4,059 | 15,124 | 14,682 | 12,407 | 10,572 | 10,572 |
| 531.10-20 | Earned Benefit | 6,546 | 29,300 | 8,227 | 9,072 | 8,829 | 8,829 |
| 531.10-21 | Bilingual Pay Program | 439 | 992 | 600 | 1,200 | 1,200 | 1,200 |
| 531.10-24 | Vehicle Allowance | 9,836 | 3,966 | 8,352 | 8,352 | 8,352 | 8,352 |
| 531.10-27 | PTS Plan FICA Alternative | 375 | 552 | 0 | 733 | 0 | 0 |
| 531.10-33 | Core Allowance | 181,313 | 195,490 | 231,137 | 229,970 | 225,074 | 225,074 |
| 531.10-35 | Post Employment Benefits | 22,276 | 36,415 | 30,967 | 29,516 | 29,516 | 29,516 |
| 531.10-73 | Retirement UAL Misc | 96,375 | 112,729 | 131,421 | 149,094 | 148,201 | 148,201 |
| Personnel Services | | 1,088,487 | 1,195,428 | 1,536,205 | 1,681,422 | 1,569,969 | 1,569,969 |
| 532.12-00 | Telephone | 1,859 | 4,202 | 3,080 | 3,703 | 3,703 | 3,703 |
| 532.13-00 | Postage | 425 | 326 | 400 | 500 | 500 | 500 |
| 532.14-00 | Advertising | 0 | 0 | 75 | 75 | 75 | 75 |
| 532.15-00 | Office Supplies | 11,091 | 7,121 | 6,000 | 13,000 | 13,000 | 13,000 |
| 532.16-00 | Printing | 0 | 0 | 0 | 1,220 | 1,220 | 1,220 |
| 532.17-00 | Professional Services | 5,954 | 182,476 | 25,000 | 33,800 | 33,800 | 33,800 |
| 532.18-00 | Travel and Meetings | 1,613 | 1,047 | 7,000 | 7,000 | 5,600 | 5,600 |
| 532.19-00 | Mileage | 0 | 25 | 150 | 150 | 150 | 150 |
| 532.20-00 | Training Expense | 2,687 | 1,634 | 9,500 | 9,500 | 7,600 | 7,600 |
| 532.21-00 | Rents/Leases | 5,135 | 4,334 | 6,500 | 6,500 | 6,500 | 6,500 |
| 532.22-00 | Office Equipment O & M | 85 | 1,358 | 1,500 | 1,500 | 1,500 | 1,500 |
| 532.23-00 | Vehicle Operations/Maint | 8,759 | 7,165 | 5,293 | 8,519 | 7,968 | 7,968 |
| 532.24-00 | Memberships, Subscription | 21,718 | 15,508 | 23,762 | 29,967 | 29,967 | 29,967 |
| 532.26-00 | Other Equipment O & M | 0 | 0 | 0 | 1,680 | 1,680 | 1,680 |
| 532.27-00 | Small Tools | 292 | 1,601 | 1,800 | 2,500 | 2,500 | 2,500 |
| 532.28-00 | Safety Supplies | 0 | 356 | 860 | 2,250 | 2,250 | 2,250 |
| 532.30-01 | Dept Share of Insurance | 18,233 | 18,424 | 15,903 | 19,529 | 22,905 | 22,905 |
| 532.32-00 | Vehicle Replacement Fee | 0 | 0 | 0 | 8,366 | 8,366 | 8,366 |
| 532.35-84 | Retro Fee Expense | 50 | 350 | 0 | 0 | 0 | 0 |
| 532.38-00 | Support Services | 81,613 | 112,523 | 122,857 | 125,106 | 115,846 | 115,846 |
| 532.45-00 | Facilities Maint Charge | 40,445 | 39,941 | 41,172 | 50,523 | 45,666 | 45,666 |
| 532.46-00 | Computer Replacement Chrg | 0 | 0 | 13,462 | 0 | 0 | 0 |
| Supplies and Services | | 199,959 | 398,391 | 284,314 | 325,388 | 310,796 | 310,796 |
| 533.43-00 | Machinery/Equipment | 22,408 | 13,653 | 0 | 0 | 0 | 0 |
| Property | | 22,408 | 13,653 | 0 | 0 | 0 | 0 |
| 534.91-01 | Adm Exp-City Manager | 22,552 | 28,105 | 36,430 | 30,584 | 28,903 | 28,903 |
| 534.91-02 | Adm Exp-City Attorney | 5,996 | 5,951 | 11,229 | 7,565 | 6,722 | 6,722 |
| 534.91-03 | Adm Exp-City Clerk | 10,833 | 11,539 | 15,465 | 16,547 | 13,618 | 13,618 |
| 534.91-09 | Adm Exp-Finance | 59,968 | 70,180 | 93,728 | 85,508 | 79,957 | 79,957 |
| 534.91-10 | Adm Exp-Purchasing | 7,294 | 7,513 | 10,036 | 9,137 | 8,627 | 8,627 |
| 534.91-16 | Adm Exp-City Council | 6,184 | 6,783 | 8,799 | 7,921 | 7,310 | 7,310 |
| Administrative | | 112,827 | 130,071 | 175,687 | 157,262 | 145,137 | 145,137 |
| 535.92-01 | Interdept DSC-General Fnd | 0 | 0 | 0 | 13,187 | 12,890 | 12,890 |
| Interdepartmental | | 0 | 0 | 0 | 13,187 | 12,890 | 12,890 |

BUDGET DETAIL EXPENSES

| 017-0803 | Engineering Projects/Std | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
|-----------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | | | | | | |
| 968.93-72 | Trsf-Support Service(672) | 0 | 13,591 | 23,557 | 12,685 | 12,685 | 12,685 |
| Other | | 0 | 13,591 | 23,557 | 12,685 | 12,685 | 12,685 |
| ** | Engineering Projects/Std | 1,423,681 | 1,751,134 | 2,019,763 | 2,189,944 | 2,051,477 | 2,051,477 |

ENGINEERING

- 12-00 Telephone** - department office phones and cellular phones.
- 13-00 Postage** - for general correspondence, including responses to Traffic Committee requests.
- 14-00 Advertising** - includes costs for miscellaneous, for publishing items such as legal notices and calls for bids (except capital improvement projects, which are billed to each project).
- 15-00 Office supplies** - includes all paper, ink cartridges, pens, paper, fasteners, envelopes, adding machine tape, ribbons, printer supplies, pens, pencils, and other miscellaneous supplies necessary for operation of an office up to \$4,999. Request for computers and computer-related items should be entered here. All computer purchases need to be approved by the Information Technology Department.
- 17-00 Professional Services** - as needed includes geotechnical, survey, and traffic engineering.
- 18-00 Travel and Meetings** - 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.

Includes employee expenses such as room, meals and transportation and expenses incurred in the performance of official duties. List all meetings you plan to attend, who will be attending, and how they relate to enhancing your contribution to your department. Note that this line item includes all transportation, mileage, lodging and meals associated with training. Where individual items require several lines of description on the Miscellaneous Budget Information Entry screen, number each item and insert a divider line between items. See Example 9 (Travel).

The assumption for meals is \$51 per day

- 19-00 Mileage (formerly Car Allowance)** - reimbursement for employee use of personal vehicle (i.e. travel to or from work-required training courses).

Mileage reimbursement is at 58 cents per each mile of approved use of personal vehicle. Department head vehicle allowances are included in the personnel services portion of the budget and are not to be included in this line item.

20-00 Training Expense - Includes in-service training course expenses, classroom instruction, registration fees, and training supplies. Again, list all training, who will be trained, and how this training assists the City of Merced. Note: Training expenses are defined as those expenses related to maintaining or improving skills required by the employee in his/her occupation and that meet the express requirements of the City, or the requirements of law or regulations imposed as a condition to the retention of the employee. Where individual items require several lines of descriptions on the Miscellaneous Budget Information Entry screen, number each item and insert a divider line between items. See Example 10 (Training). See Object 18-00, Travel and Meetings, for meal allowances, lodging, mileage, and transportation associated with training.

Various technical workshops, computer assisted drafting and registration for workshops and conferences listed in Line 18-00 above.

21-00 Rents/Leases - Includes rents or leases of land, buildings, machinery and equipment (large format plotter).

22-00 Office Equipment Maintenance - Includes all parts, materials and services required to maintain office furniture and machines such as maintenance agreements for routine preventive maintenance and emergency repairs of office equipment performed by the manufacturer or other outside firms. Does not include copier machines. (Department printers, large-format plotters, and PC hardware and equipment)

23-00 Vehicle Operation and Maintenance - This item will be entered centrally.

24-00 Membership/Subscriptions - Includes membership dues to professional organizations and associations, books, reference materials, tapes, periodicals, journals and newspaper subscriptions.

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 Small Tools/Shop and Field - Includes tools and equipment that have an expected life of less than one year, such as hand tools and small

equipment used by carpenters, painters, plumbers, electricians, janitors, mechanics, laborers, surveyors, draftsmen, engineers, gardeners, policemen, and fire fighters. Survey supplies; survey markers, paint, nails, ribbon, etc.

28-00 Safety Clothing and Equipment - Includes rain gear, safety shoes, safety glasses, fire fighter turnout gear, helmets, gloves, fire extinguishers, flashlights, batteries, and first aid supplies. (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.
- ◇ Complete Comprehensive Sign Ordinance Update.
- ◇ Continued Implementation/Monitoring of Commercial Cannabis Business Ordinance/Permits.
- ◇ Completion of Zoning Ordinance revisions to address changes to State law regarding Accessory Dwelling Units, Downtown Steering Committee suggestions, and others to streamline development.
- ◇ 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

PERFORMANCE

MEASUREMENTS/INDICATORS

- | | |
|---|--|
| 1. Comprehensive Sign Ordinance Update | Completion of Comprehensive Sign Ordinance Update, including formation of a citizen Task Force and public hearings for adoption, by Spring 2020. |
| 2. Implementation of Commercial Cannabis Business Ordinance. | Annual renewals for existing permit holders by January 2021. Monthly check-ins with approved permit holders to monitor progress on getting open. Regular inspections (with consultant assistance) of open businesses. Additional cannabis applications on an ongoing basis. |
| 3. 5-Year Update of Public Facilities Financing Plan & Impact Fee Program | Completion by October 2020 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. |
| 4. Completion of North Merced Annexation Feasibility Study | Completion of Consultant Work on the North Merced Annexation Feasibility Study by July 2020 with public hearings to follow. |
| 5. Zoning Ordinance revisions to address changes in State law for ADU's, Downtown Steering Committee suggestions, and development streamlining efforts. | Revisions to the Accessory Dwelling Unit (ADU) Ordinance were completed in Sept 2019, but recent changes in State law will require further revisions, to be completed by August 2020. Completion of other Zoning Ordinance revisions to address Downtown Steering Committee suggestions, SB 2 projects, and other streamlining efforts by December 2020. |
| 6. Transition Planning Commission and Bicycle and Pedestrian Advisory Commission (BPAC) agenda packets to Granicus/Legistar | Complete transition of Planning Commission agenda packets to Granicus/Legistar by July 2020 to be consistent with other City Commissions, followed by BPAC packets by October 2020. |
| 7. Review Draft Programmatic Climate Action Plan (PCAP) and Determine Next Steps | Review previously completed work on the PCAP, determine its relevance for future use, determine possible next steps, and provide an update to Council by June 2021. |

PLANNING AND PERMITTING

OBJECTIVES

PERFORMANCE MEASUREMENTS/INDICATORS

- | | |
|--|---|
| 8. 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 8-12 weeks after application). |
| 9. 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. |
| 10. 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. |
| 11. 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 2021. |

2020-2021 BUDGET HIGHLIGHTS

- ◆ Complete the Sign Ordinance Update
- ◆ Implementation of the Commercial Cannabis Business Ordinance
- ◆ Update the Public Facilities Financing Plan
- ◆ Completion of the North Merced Annexation Feasibility Study
- ◆ Streamlined development process and improvements to procedures, including Zoning Ordinance revisions
- ◆ Review Draft Programmatic Climate Action Plan

Planning & Permitting

| FINANCING SOURCES | Actual 2017-18 | Actual 2018-19 | Final Budget 2019-20 | Estimated 2020-21 |
|---------------------------|-------------------|-------------------|----------------------------|----------------------|
| Trsf-2107.5 Gas Tax (012) | 7,579 | 7,550 | 7,650 | 7,673 |
| Trsf-CFD Dev Service(161) | 21,064 | 26,471 | 34,823 | 42,734 |
| Other Revenues | 150,919 | 529,955 | 721,268 | 917,733 |
| TOTAL | 1,068,715 | 1,240,650 | 1,715,596 | 1,946,776 |

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PERSONNEL

Number of Positions

| Classification | Funded In | Dept. Head | City Mgr. | |
|---------------------------|-------------------|--------------------|-------------------|---------------------|
| | Budget 2019-20 | Request 2020-21 | Recom. 2020-21 | 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 |
| Admin. Assistant 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 | | | FINAL | DEPT. HEAD | CITY MGR. | COUNCIL |
|-----------------------|---------------------------|---------|---------|---------|------------|-----------|----------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL | ACTUAL | BUDGET | REQUEST | RECOM. | APPROVAL |
| | | 2017-18 | 2018-19 | 2019-20 | 2020-21 | 2020-21 | 2020-21 |
| 511.01-00 | Regular Salaries | 489,148 | 487,689 | 538,269 | 564,960 | 549,839 | 549,839 |
| 511.03-00 | Extra Help | 18,035 | 24,716 | 16,800 | 17,468 | 17,000 | 17,000 |
| 511.04-01 | Regular Overtime | 1,589 | 1,745 | 11,935 | 10,089 | 9,819 | 9,819 |
| 511.10-02 | Unused Sick Leave | 2,494 | 2,556 | 2,617 | 2,689 | 2,617 | 2,617 |
| 511.10-05 | Retirement PERS Classic | 20,129 | 16,987 | 18,214 | 20,226 | 19,685 | 19,685 |
| 511.10-06 | Social Security-OASDI | 31,003 | 30,722 | 34,827 | 36,402 | 35,492 | 35,492 |
| 511.10-07 | Social Security-Medicare | 7,512 | 7,698 | 8,524 | 8,899 | 8,658 | 8,658 |
| 511.10-08 | State Unemployment | 0 | 60 | 0 | 0 | 0 | 0 |
| 511.10-09 | Retirement PERS Lateral | 3,033 | 4,219 | 4,524 | 5,024 | 4,889 | 4,889 |
| 511.10-10 | Retirement-PERS New Membr | 14,873 | 17,837 | 22,380 | 25,929 | 25,236 | 25,236 |
| 511.10-12 | Workers Compensation | 3,047 | 2,820 | 3,020 | 3,762 | 3,205 | 3,205 |
| 511.10-20 | Earned Benefit | 10,175 | 13,764 | 25,824 | 25,979 | 25,284 | 25,284 |
| 511.10-21 | Bilingual Pay Program | 600 | 600 | 600 | 600 | 600 | 600 |
| 511.10-24 | Vehicle Allowance | 2,256 | 2,850 | 2,923 | 2,923 | 2,923 | 2,923 |
| 511.10-27 | PTS Plan FICA Alternative | 235 | 322 | 218 | 227 | 221 | 221 |
| 511.10-33 | Core Allowance | 92,159 | 78,669 | 76,029 | 77,812 | 76,096 | 76,096 |
| 511.10-35 | Post Employment Benefits | 24,545 | 30,843 | 30,532 | 28,819 | 28,819 | 28,819 |
| 511.10-73 | Retirement UAL Misc | 50,890 | 66,940 | 73,069 | 83,136 | 83,671 | 83,671 |
| Personnel Services | | 771,723 | 791,037 | 870,305 | 914,944 | 894,054 | 894,054 |
| 512.12-00 | Telephone | 497 | 478 | 700 | 1,156 | 1,156 | 1,156 |
| 512.13-00 | Postage | 3,896 | 1,125 | 7,071 | 7,389 | 7,389 | 7,389 |
| 512.14-00 | Advertising | 1,558 | 2,303 | 7,520 | 7,714 | 7,714 | 7,714 |
| 512.15-00 | Office Supplies | 12,591 | 11,875 | 12,958 | 13,367 | 13,367 | 13,367 |
| 512.16-00 | Printing | 3,622 | 922 | 5,487 | 5,566 | 5,566 | 5,566 |
| 512.17-00 | Professional Services | 10,841 | 115,811 | 266,024 | 50,017 | 50,017 | 50,017 |
| 512.18-00 | Travel and Meetings | 1,078 | 7,540 | 15,999 | 24,181 | 19,345 | 19,345 |
| 512.19-00 | Mileage | 0 | 0 | 100 | 102 | 102 | 102 |
| 512.20-00 | Training Expense | 7,590 | 8,617 | 19,385 | 25,096 | 20,077 | 20,077 |
| 512.21-00 | Rents/Leases | 571 | 607 | 2,750 | 1,625 | 1,625 | 1,625 |
| 512.22-00 | Office Equipment O & M | 0 | 0 | 84 | 86 | 86 | 86 |
| 512.24-00 | Memberships, Subscription | 5,742 | 6,211 | 7,716 | 8,638 | 8,638 | 8,638 |
| 512.29-00 | Other Materials Supplies | 0 | 0 | 2,822 | 3,205 | 3,205 | 3,205 |
| 512.30-01 | Dept Share of Insurance | 11,330 | 11,784 | 9,596 | 13,060 | 15,192 | 15,192 |
| 512.34-00 | Contingency Reserve | 0 | 0 | 25,000 | 25,000 | 25,000 | 25,000 |
| 512.35-84 | Retro Fee Expense | 0 | 100 | 0 | 0 | 0 | 0 |
| 512.38-00 | Support Services | 37,623 | 47,840 | 49,540 | 53,907 | 49,788 | 49,788 |
| 512.45-00 | Facilities Maint Charge | 61,900 | 61,129 | 63,012 | 77,324 | 69,891 | 69,891 |
| 512.46-00 | Computer Replacement Chrg | 0 | 0 | 4,276 | 0 | 0 | 0 |
| Supplies and Services | | 158,839 | 276,342 | 500,040 | 317,433 | 298,158 | 298,158 |
| 513.43-00 | Machinery/Equipment | 0 | 5,251 | 0 | 0 | 0 | 0 |
| Property | | 0 | 5,251 | 0 | 0 | 0 | 0 |
| 514.91-01 | Adm Exp-City Manager | 21,851 | 25,881 | 35,101 | 31,484 | 30,551 | 30,551 |
| 514.91-02 | Adm Exp-City Attorney | 5,809 | 5,480 | 10,819 | 7,787 | 7,105 | 7,105 |
| 514.91-03 | Adm Exp-City Clerk | 14,407 | 13,737 | 18,290 | 20,286 | 17,291 | 17,291 |
| 514.91-09 | Adm Exp-Finance | 58,105 | 64,626 | 90,308 | 88,023 | 84,517 | 84,517 |
| 514.91-10 | Adm Exp-Purchasing | 7,067 | 6,918 | 9,670 | 9,406 | 9,119 | 9,119 |
| 514.91-16 | Adm Exp-City Council | 5,991 | 6,246 | 8,478 | 8,154 | 7,727 | 7,727 |
| Administrative | | 113,230 | 122,888 | 172,666 | 165,140 | 156,310 | 156,310 |
| 515.92-01 | Interdept DSC-General Fnd | 0 | 0 | 106,353 | 94,101 | 92,543 | 92,543 |
| 515.92-17 | Interdept DSC-Develop Svc | 0 | 0 | 21,585 | 45,405 | 44,434 | 44,434 |

BUDGET DETAIL EXPENSES

| 017-0804 | Planning & Permitting | | | | | | |
|-----------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
| 515.92-70 | Interdept DSC-Hsng Admin | 0 | 0 | 0 | 24,918 | 24,350 | 24,350 |
| | Interdepartmental | 0 | 0 | 127,938 | 164,424 | 161,327 | 161,327 |
| 617.65-00 | Capital Imp. Projects | 3,877 | 0 | 200 | 0 | 0 | 0 |
| | Capital Outlay | 3,877 | 0 | 200 | 0 | 0 | 0 |
| 908.93-01 | Trsf-General Fund (001) | 21,046 | 35,643 | 28,000 | 28,000 | 428,071 | 428,071 |
| | Other | 21,046 | 35,643 | 28,000 | 28,000 | 428,071 | 428,071 |
| 968.93-72 | Trsf-Support Service(672) | 0 | 9,489 | 16,447 | 8,856 | 8,856 | 8,856 |
| | Other | 0 | 9,489 | 16,447 | 8,856 | 8,856 | 8,856 |
| ** | Planning & Permitting | 1,068,715 | 1,240,650 | 1,715,596 | 1,598,797 | 1,946,776 | 1,946,776 |

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 and national conferences; League of California Cities Planning Commissioner Academy; ESRI conference; 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; ITE Trip Generation Handbooks; Merced Sun-Star; Merced County Times; Zoning News); Planning, CEQA related publications; Computer software licenses; 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.
- ◇ Perfecting the use of electronic capabilities to aid in information exchange, plan review, building permits, and inspection, incorporating GIS tools.
- ◇ Maintain active involvement in technical and interpersonal training that will enhance Inspection Services staff's expertise.
- ◇ Encourage a creative environment.

INSPECTION SERVICES

OBJECTIVES

PERFORMANCE MEASUREMENTS/INDICATORS

- | | |
|---|---|
| <p>1. Continued active involvement with the Code Enforcement Task Force.</p> | <p>The Code Enforcement Task Force is evolving and has developed a procedures manual for the task force. There have been several successful abatements, greatly benefiting the citizens and the City as a whole.</p> |
| <p>2. Perfecting the electronic permitting, plan review, and permit, plan and inspection tracking.</p> | <p>Implementation of full electronic submittals, issuing of plans and electronic storage of plans, which greatly reduces staff time in the permitting and archiving of plans. This has proven to benefit applicants in time-savings as well.</p> |
| <p>3. Maintain active involvement in technical training to enhance Inspection Services staff's expertise.</p> | <p>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.</p> |
| <p>4. Perform the highest level of customer service, consistent building plan review and inspections.</p> | <p>Continue with Builders forums and round tables, keeping the stakeholders informed. Offering customer service academy training for soft skills enhancing the customer service experience 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.</p> |
| <p>5. Maintain 2 to 3 week plan review turnaround times for first check, 1 to 2 weeks for back check.</p> | <p>Monitor, prioritize, and coordinate plan reviews. Continue to coordinate certain projects with Development Services and those members involved from other Departments.</p> |

INSPECTION SERVICES

BUDGET HIGHLIGHTS AND LOOKING FORWARD TO 2020-2021

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 30 active subdivisions. New Single-family dwelling units issued since July 2019 total 500, up over 200 from the previous year. Months ahead not expected to slow with 747 single family dwelling permits in various stages of review, or waiting to be issued. There was a significant record breaking number of permits applied for in 2019 totaling 5,310, this due in part to the 2019 California codes becoming effective January 1, 2020. Since July 2019 through January 2020, the Inspection Services Division had many other projects under construction throughout the City, including 37 Tenant Improvements (double last year). 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 expecting to have occupancy granted March 2020, and the 3rd renovation is the Mainzer Theatre, also expected to have occupancy granted in March 2020. Multi-family units (MFU) in the works expected to be under construction by the end of the current fiscal year and into fiscal year 2020/2021 include 15 Apartment buildings, Phase 2 of Compass Pointe Apartments, 128 units, Gateway Terrace on K Street, 6 Apartment buildings with a total of 50 units, Childs and B, 5 Apartment buildings with a total of 119 units, and Merced Station, 15 Apartment buildings with 270 units. The large commercial project is now complete for PG&E new 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 Merced Mall Tenant improvement projects in review, and under construction such as for See's Candies and Foot Action. The Sears building is also under construction and expected to have tenants by early summer. One new pad expected to start construction by the end of 2020 in the same area. There are 13 other various Tenant Improvements in review, including 2 cannabis related businesses. Additionally, the Division has created guidelines for Commercial Cannabis Businesses, which has seen successful businesses in operation in 2019. One New 4,740 square foot Industrial building is in review expected to be in construction late spring. The beginning of development around the Gateway Market Place Development brings the first project under review, an ARCO AM/PM, carwash and mini-mart.

This fiscal year will be less financially challenging for the fourth 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 decrease due to retirements. Due to the work-load increase, and with current staffing levels, the Inspection Services Division has

INSPECTION SERVICES

supplemental contracts in place to assist, however, without additional permanent staffing, turnaround times are expected to increase.

Inspection Services

P E R S O N N E L

Number of Positions

| Classification | Funded In Budget 2019-20 | Dept.Head Request 2020-21 | City Mgr. Recom. 2020-21 | 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 | 2.00 | 2.00 | 2.00 | 2.00 |
| Plan Examiner I/II | 3.00 | 3.00 | 3.00 | 3.00 |
| Admin Assistant I/II/III | .50 | .50 | .50 | .50 |
| TOTAL | 10.00 | 10.00 | 10.00 | 10.00 |

BUDGET DETAIL EXPENSES

| 017-0805 | Inspection Services | | | | | | |
|-----------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
| 511.01-00 | Regular Salaries | 545,318 | 622,883 | 741,910 | 769,336 | 748,746 | 748,746 |
| 511.03-00 | Extra Help | 19,519 | 9,089 | 0 | 0 | 0 | 0 |
| 511.04-01 | Regular Overtime | 17,588 | 23,427 | 20,000 | 41,100 | 40,000 | 40,000 |
| 511.04-04 | Call Back Time Worked | 400 | 593 | 5,250 | 5,502 | 5,355 | 5,355 |
| 511.10-05 | Retirement PERS Classic | 22,887 | 19,177 | 20,563 | 15,731 | 15,310 | 15,310 |
| 511.10-06 | Social Security-OASDI | 36,185 | 40,278 | 47,897 | 50,751 | 49,469 | 49,469 |
| 511.10-07 | Social Security-Medicare | 8,746 | 9,772 | 11,395 | 12,058 | 11,728 | 11,728 |
| 511.10-08 | State Unemployment | 0 | 122 | 1,696 | 0 | 0 | 0 |
| 511.10-09 | Retirement PERS Lateral | 8,578 | 11,456 | 12,369 | 13,748 | 13,380 | 13,380 |
| 511.10-10 | Retirement-PERS New Membr | 9,779 | 19,421 | 28,667 | 38,485 | 37,727 | 37,727 |
| 511.10-12 | Workers Compensation | 3,538 | 2,673 | 6,047 | 4,296 | 3,659 | 3,659 |
| 511.10-17 | Stand By Pay | 21,455 | 20,847 | 23,150 | 24,501 | 23,845 | 23,845 |
| 511.10-20 | Earned Benefit | 14,222 | 8,062 | 10,863 | 11,419 | 11,113 | 11,113 |
| 511.10-24 | Vehicle Allowance | 3,008 | 4,071 | 4,176 | 4,176 | 4,176 | 4,176 |
| 511.10-27 | PTS Plan FICA Alternative | 254 | 118 | 0 | 0 | 0 | 0 |
| 511.10-33 | Core Allowance | 133,267 | 115,792 | 164,956 | 137,889 | 134,898 | 134,898 |
| 511.10-35 | Post Employment Benefits | 44,276 | 58,514 | 57,621 | 58,335 | 58,335 | 58,335 |
| 511.10-73 | Retirement UAL Misc | 72,857 | 76,408 | 100,712 | 113,211 | 113,939 | 113,939 |
| | Personnel Services | 961,877 | 1,042,703 | 1,257,272 | 1,300,538 | 1,271,680 | 1,271,680 |
| 512.12-00 | Telephone | 8,882 | 6,694 | 10,417 | 10,728 | 10,728 | 10,728 |
| 512.13-00 | Postage | 75 | 92 | 800 | 816 | 816 | 816 |
| 512.15-00 | Office Supplies | 3,570 | 3,494 | 4,635 | 4,774 | 4,774 | 4,774 |
| 512.16-00 | Printing | 62 | 15 | 904 | 932 | 932 | 932 |
| 512.17-00 | Professional Services | 202,622 | 240,887 | 181,400 | 303,100 | 303,100 | 303,100 |
| 512.18-00 | Travel and Meetings | 4,473 | 2,158 | 13,951 | 14,230 | 11,384 | 11,384 |
| 512.20-00 | Training Expense | 7,222 | 5,383 | 11,102 | 11,324 | 9,059 | 9,059 |
| 512.21-00 | Rents/Leases | 571 | 607 | 1,100 | 650 | 650 | 650 |
| 512.22-00 | Office Equipment O & M | 3,877 | 56 | 7,088 | 9,788 | 9,788 | 9,788 |
| 512.23-00 | Vehicle Operations/Maint | 9,178 | 10,117 | 10,594 | 8,794 | 8,226 | 8,226 |
| 512.24-00 | Memberships, Subscription | 5,655 | 9,757 | 10,249 | 10,265 | 10,265 | 10,265 |
| 512.26-00 | Other Equipment O & M | 0 | 0 | 1,250 | 1,275 | 1,275 | 1,275 |
| 512.27-00 | Small Tools | 180 | 0 | 1,442 | 1,485 | 1,485 | 1,485 |
| 512.28-00 | Safety Supplies | 509 | 531 | 1,158 | 1,192 | 1,192 | 1,192 |
| 512.29-00 | Other Materials Supplies | 0 | 0 | 2,750 | 5,850 | 5,850 | 5,850 |
| 512.30-01 | Dept Share of Insurance | 15,659 | 14,345 | 12,389 | 18,147 | 21,143 | 21,143 |
| 512.32-00 | Vehicle Replacement Fee | 0 | 0 | 0 | 11,379 | 11,379 | 11,379 |
| 512.35-84 | Retro Fee Expense | 200 | 50 | 0 | 0 | 0 | 0 |
| 512.38-00 | Support Services | 68,036 | 78,832 | 84,980 | 88,279 | 82,541 | 82,541 |
| 512.45-00 | Facilities Maint Charge | 65,609 | 64,792 | 66,788 | 81,958 | 74,079 | 74,079 |
| | Supplies and Services | 396,380 | 437,810 | 422,997 | 584,966 | 568,666 | 568,666 |
| 513.43-00 | Machinery/Equipment | 0 | 2,100 | 0 | 0 | 0 | 0 |
| | Property | 0 | 2,100 | 0 | 0 | 0 | 0 |
| 514.91-01 | Adm Exp-City Manager | 13,998 | 19,574 | 18,961 | 20,132 | 19,758 | 19,758 |
| 514.91-02 | Adm Exp-City Attorney | 3,722 | 4,144 | 5,844 | 4,980 | 4,595 | 4,595 |
| 514.91-03 | Adm Exp-City Clerk | 5,799 | 7,273 | 7,296 | 10,026 | 8,469 | 8,469 |
| 514.91-09 | Adm Exp-Finance | 37,223 | 48,877 | 48,783 | 56,286 | 54,660 | 54,660 |
| 514.91-10 | Adm Exp-Purchasing | 4,527 | 5,232 | 5,224 | 6,015 | 5,898 | 5,898 |
| 514.91-16 | Adm Exp-City Council | 3,838 | 4,724 | 4,580 | 5,214 | 4,997 | 4,997 |
| | Administrative | 69,107 | 89,824 | 90,688 | 102,653 | 98,377 | 98,377 |
| 515.92-01 | Interdept DSC-General Fnd | 46,376 | 39,460 | 160,346 | 224,774 | 220,591 | 220,591 |

BUDGET DETAIL EXPENSES

| 017-0805 | Inspection Services | | | | | | |
|-----------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
| 515.92-17 | Interdept DSC-Develop Svc | 0 | 0 | 28,940 | 37,941 | 37,026 | 37,026 |
| | Interdepartmental | 46,376 | 39,460 | 189,286 | 262,715 | 257,617 | 257,617 |
| 968.93-72 | Trsf-Support Service(672) | 0 | 11,524 | 19,916 | 10,756 | 10,756 | 10,756 |
| | Other | 0 | 11,524 | 19,916 | 10,756 | 10,756 | 10,756 |
| ** | Inspection Services | 1,473,740 | 1,623,421 | 1,980,159 | 2,261,628 | 2,207,096 | 2,207,096 |

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, ESRI share.

HOUSING DIVISION

FUND No's. 018, 031, 033, 034, 041, 042, 052, 053, 059, 066, 069 070, 071, 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.
- Partner with organizations to provide first time homebuyer education to low-income households.
- 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.

OBJECTIVES

PERFORMANCE

HOUSING DIVISION

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
Work from ongoing FTHB Waiting List to provide approximately 10 loans to qualified first time homebuyers.
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 homebuyer 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
Continue to administer each grant received based on grant specific policies and procedures.
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

- 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 new housing unit.
- 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 (50 units)
Childs & B Street (119 Units) 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, FTHB education 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 (1 – 4 unit projects).
- CDBG
Infrastructure improvements in eligible census tracts. Continue to work with engineering staff with improvements to sewer and water mains, regional storm water basin, sidewalks, bicycle facilities, and ADA ramps.
- SB2 Implementation Plan Coordinate with other Development Services Department staff to implement SB2 Planning Grant projects, to include development of a 20-year plan for the expenditure of Permanent Local

HOUSING DIVISION

Housing Allocation (PLHA) “year two and beyond” State funding.

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 |

BUDGET DETAIL EXPENSES

| 018-1301 Housing | | | | | | | |
|------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
| 552.13-00 | Postage | 145 | 263 | 300 | 300 | 300 | 300 |
| 552.14-00 | Advertising | 3,187 | 2,322 | 5,000 | 5,000 | 5,000 | 5,000 |
| 552.17-00 | Professional Services | 4,071 | 38,000 | 68,000 | 38,000 | 38,000 | 38,000 |
| 552.18-00 | Travel and Meetings | 161 | 290 | 2,000 | 2,000 | 2,000 | 2,000 |
| 552.29-00 | Other Materials Supplies | 434,308 | 636,932 | 1,378,526 | 1,124,084 | 1,121,692 | 1,121,692 |
| | Supplies and Services | 441,872 | 677,807 | 1,453,826 | 1,169,384 | 1,166,992 | 1,166,992 |
| 555.92-70 | Interdept DSC-Hsng Admin | 224,503 | 353,315 | 297,216 | 308,063 | 308,063 | 308,063 |
| | Interdepartmental | 224,503 | 353,315 | 297,216 | 308,063 | 308,063 | 308,063 |
| 938.93-80 | Trsf-LMI Debt Svc (380) | 0 | 0 | 81,365 | 0 | 0 | 0 |
| | Other | 0 | 0 | 81,365 | 0 | 0 | 0 |
| 948.93-50 | Trsf-Streets/Signals(450) | 151,719 | 427,130 | 454,798 | 35,992 | 35,992 | 35,992 |
| | Other | 151,719 | 427,130 | 454,798 | 35,992 | 35,992 | 35,992 |
| ** | Housing | 818,094 | 1,458,252 | 2,287,205 | 1,513,439 | 1,511,047 | 1,511,047 |

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.

HOM Funds

| E X P E N S E S | Actual 2017-18 | Actual 2018-19 | Final Budget 2019-20 | Dept. Head Request 2020-21 | City Mgr. Recom. 2020-21 | Council Approval 2020-21 |
|-----------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses | 0 | 0 | 0 | 0 | 0 | 0 |
| Supplies and Services | 33,212 | 330,377 | 1,239,019 | 1,967,336 | 1,967,228 | 1,967,228 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 |
| Acquisitions | 0 | 0 | 0 | 0 | 0 | 0 |
| Capital Improvements | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL | 33,212 | 330,377 | 1,239,019 | 1,967,336 | 1,967,228 | 1,967,228 |

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| F I N A N C I N G S O U R C E S | Actual 2017-18 | Actual 2018-19 | Final Budget 2019-20 | Estimated 2020-21 |
|---------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Federal Grants-HOM E | 46,770 | 419,952 | 1,104,252 | 1,401,623 |
| Investment Earnings | 5,342 | 7,771 | 10,040 | 6,290 |
| Home Funds Loans | 180,301 | 62,509 | 60,000 | 208,600 |
| Other Revenues | 199,201- | 159,855- | 64,727 | 350,715 |
| TOTAL | 33,212 | 330,377 | 1,239,019 | 1,967,228 |

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BUDGET DETAIL EXPENSES

| 033-1349 HOME Funds | | | | | | | |
|---------------------|--------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
| 552.17-00 | Professional Services | 25,000 | 0 | 0 | 30,000 | 30,000 | 30,000 |
| 552.29-00 | Other Materials Supplies | 0 | 215,000 | 1,007,615 | 1,512,007 | 1,511,899 | 1,511,899 |
| | Supplies and Services | 25,000 | 215,000 | 1,007,615 | 1,542,007 | 1,541,899 | 1,541,899 |
| 555.92-70 | Interdept DSC-Hsng Admin | 8,212 | 115,377 | 231,404 | 425,329 | 425,329 | 425,329 |
| | Interdepartmental | 8,212 | 115,377 | 231,404 | 425,329 | 425,329 | 425,329 |
| ** | HOME Funds | 33,212 | 330,377 | 1,239,019 | 1,967,336 | 1,967,228 | 1,967,228 |

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).

BUDGET DETAIL EXPENSES

| 034-1346 BEGIN Program | | | | | | | |
|------------------------|--------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
| 552.29-00 | Other Materials Supplies | 0 | 0 | 31,512 | 97,586 | 97,586 | 97,586 |
| | Supplies and Services | 0 | 0 | 31,512 | 97,586 | 97,586 | 97,586 |
| 555.92-70 | Interdept DSC-Hsng Admin | 0 | 0 | 14,070 | 0 | 0 | 0 |
| | Interdepartmental | 0 | 0 | 14,070 | 0 | 0 | 0 |
| ** | BEGIN Program | 0 | 0 | 45,582 | 97,586 | 97,586 | 97,586 |

FUND NO. 034
ACCOUNT NO. 1346

BEGIN PROGRAM

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

BUDGET DETAIL EXPENSES

| 041-1343 State Home Funds-92 | | | | | | | |
|------------------------------|--------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
| 552.29-00 | Other Materials Supplies | 0 | 0 | 50,583 | 88,411 | 88,706 | 88,706 |
| | Supplies and Services | 0 | 0 | 50,583 | 88,411 | 88,706 | 88,706 |
| 555.92-70 | Interdept DSC-Hsng Admin | 0 | 0 | 11,080 | 0 | 0 | 0 |
| | Interdepartmental | 0 | 0 | 11,080 | 0 | 0 | 0 |
| ** | State Home Funds-92 | 0 | 0 | 61,663 | 88,411 | 88,706 | 88,706 |

FUND NO. 041
ACCOUNT NO. 1343

STATE HOME (1992) FUNDS

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

State Home Funds-93

| EXPENSES | Actual | Actual | Final | Dept. Head | City Mgr. | Council |
|-----------------------|---------|---------|---------|------------|-----------|----------|
| | 2017-18 | 2018-19 | Budget | Request | Recom. | Approval |
| | | | 2019-20 | 2020-21 | 2020-21 | 2020-21 |
| Personnel Expenses | 0 | 0 | 0 | 0 | 0 | 0 |
| Supplies and Services | 0 | 0 | 157,926 | 274,063 | 274,063 | 274,063 |
| 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 | 157,926 | 274,063 | 274,063 | 274,063 |

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| FINANCING SOURCES | Actual | Actual | Final | Estimated |
|-------------------|---------|---------|---------|-----------|
| | 2017-18 | 2018-19 | Budget | 2020-21 |
| | | | 2019-20 | |
| Home Funds Loans | 0 | 0 | 22,000 | 20,000 |
| Other Revenues | 0 | 0 | 135,926 | 254,063 |
| TOTAL | 0 | 0 | 157,926 | 274,063 |

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BUDGET DETAIL EXPENSES

| 042-1344 | State Home Funds-93 | | | | | | |
|-----------|--------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
| 552.29-00 | Other Materials Supplies | 0 | 0 | 122,873 | 274,063 | 274,063 | 274,063 |
| | Supplies and Services | 0 | 0 | 122,873 | 274,063 | 274,063 | 274,063 |
| 555.92-70 | Interdept DSC-Hsng Admin | 0 | 0 | 35,053 | 0 | 0 | 0 |
| | Interdepartmental | 0 | 0 | 35,053 | 0 | 0 | 0 |
| ** | State Home Funds-93 | 0 | 0 | 157,926 | 274,063 | 274,063 | 274,063 |

FUND NO. 042
ACCOUNT NO. 1344

STATE HOME (1993) FUNDS

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

BUDGET DETAIL EXPENSES

| 052-1350 CAL HOME Grant | | | | | | | |
|-------------------------|--------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
| 552.29-00 | Other Materials Supplies | 0 | 0 | 216,191 | 247,002 | 247,002 | 247,002 |
| | Supplies and Services | 0 | 0 | 216,191 | 247,002 | 247,002 | 247,002 |
| 555.92-70 | Interdept DSC-Hsng Admin | 2,066 | 9,164 | 14,592 | 16,410 | 16,410 | 16,410 |
| | Interdepartmental | 2,066 | 9,164 | 14,592 | 16,410 | 16,410 | 16,410 |
| ** | CAL HOME Grant | 2,066 | 9,164 | 230,783 | 263,412 | 263,412 | 263,412 |

FUND NO. 052
ACCOUNT NO. 1350

CALHOME-06 PROGRAM

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

BEGIN GRANTS

| E X P E N S E S | Actual 2017-18 | Actual 2018-19 | Final Budget 2019-20 | Dept.Head Request 2020-21 | City Mgr. Recom. 2020-21 | Council Approval 2020-21 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses | 0 | 0 | 0 | 0 | 0 | 0 |
| Supplies and Services | 0 | 1,566 | 71,117 | 73,479 | 73,479 | 73,479 |
| 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 | 1,566 | 71,117 | 73,479 | 73,479 | 73,479 |

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| F I N A N C I N G S O U R C E S | Actual 2017-18 | Actual 2018-19 | Final Budget 2019-20 | Estimated 2020-21 |
|-----------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Repayment on Loan | 0 | 39,577 | 0 | 0 |
| Other Revenues | 0 | 38,011- | 71,117 | 73,479 |
| TOTAL | 0 | 1,566 | 71,117 | 73,479 |

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BUDGET DETAIL EXPENSES

| 053-1351 BEGIN GRANTS | | | | | | | |
|-----------------------|--------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
| 552.29-00 | Other Materials Supplies | 0 | 0 | 67,617 | 73,479 | 73,479 | 73,479 |
| | Supplies and Services | 0 | 0 | 67,617 | 73,479 | 73,479 | 73,479 |
| 555.92-70 | Interdept DSC-Hsng Admin | 0 | 1,566 | 3,500 | 0 | 0 | 0 |
| | Interdepartmental | 0 | 1,566 | 3,500 | 0 | 0 | 0 |
| ** | BEGIN GRANTS | 0 | 1,566 | 71,117 | 73,479 | 73,479 | 73,479 |

FUND NO. 053
ACCOUNT NO. 1351

BEGIN (SILVERLEAF) PROGRAM

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

BUDGET DETAIL EXPENSES

| 059-1352 | Neighborhood Stablization | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
|-----------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | | | | | | |
| 552.29-00 | Other Materials Supplies | 310,553 | 29,394 | 31,300 | 61,607 | 65,607 | 65,607 |
| | Supplies and Services | 310,553 | 29,394 | 31,300 | 61,607 | 65,607 | 65,607 |
| ** | Neighborhood Stablization | 310,553 | 29,394 | 31,300 | 61,607 | 65,607 | 65,607 |

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

| EXPENSES | Actual 2017-18 | Actual 2018-19 | Final Budget 2019-20 | Dept. Head Request 2020-21 | City Mgr. Recom. 2020-21 | Council Approval 2020-21 |
|-----------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses | 0 | 0 | 0 | 0 | 0 | 0 |
| Supplies and Services | 9,734 | 0 | 25,159 | 19,895 | 19,895 | 19,895 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 |
| Acquisitions | 0 | 0 | 0 | 0 | 0 | 0 |
| Capital Improvements | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL | 9,734 | 0 | 25,159 | 19,895 | 19,895 | 19,895 |

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| FINANCING SOURCES | Actual 2017-18 | Actual 2018-19 | Final Budget 2019-20 | Estimated 2020-21 |
|-------------------|-------------------|-------------------|----------------------------|----------------------|
| Other Revenues | 9,734 | 0 | 25,159 | 19,895 |
| TOTAL | 9,734 | 0 | 25,159 | 19,895 |

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BUDGET DETAIL EXPENSES

| 066-1354 Neighborhood Program | | | | | | | |
|-------------------------------|--------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
| 552.17-00 | Professional Services | 1,800 | 0 | 0 | 0 | 0 | 0 |
| 552.29-00 | Other Materials Supplies | 7,784 | 0 | 18,715 | 19,895 | 19,895 | 19,895 |
| | Supplies and Services | 9,584 | 0 | 18,715 | 19,895 | 19,895 | 19,895 |
| 555.92-70 | Interdept DSC-Hsng Admin | 150 | 0 | 6,444 | 0 | 0 | 0 |
| | Interdepartmental | 150 | 0 | 6,444 | 0 | 0 | 0 |
| ** | Neighborhood Program | 9,734 | 0 | 25,159 | 19,895 | 19,895 | 19,895 |

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.

BUDGET DETAIL EXPENSES

| 069-1357 CalHOME Grant 2012 | | | | | | | |
|-----------------------------|--------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
| 552.29-00 | Other Materials Supplies | 112,000 | 0 | 30,475 | 32,668 | 93,221 | 93,221 |
| | Supplies and Services | 112,000 | 0 | 30,475 | 32,668 | 93,221 | 93,221 |
| 555.92-70 | Interdept DSC-Hsng Admin | 7,420 | 45 | 3,807 | 2,309 | 2,309 | 2,309 |
| | Interdepartmental | 7,420 | 45 | 3,807 | 2,309 | 2,309 | 2,309 |
| ** | CalHOME Grant 2012 | 119,420 | 45 | 34,282 | 34,977 | 95,530 | 95,530 |

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

| <hr/> | | | | | | |
|-----------------------|---------|---------|---------|-----------|-----------|----------|
| E X P E N S E S | Actual | Actual | Final | Dept.Head | City Mgr. | Council |
| | 2017-18 | 2018-19 | Budget | Request | Recom. | Approval |
| <hr/> | | | | | | |
| Personnel Expenses | 294,594 | 386,299 | 405,704 | 446,397 | 357,258 | 357,258 |
| Supplies and Services | 81,312 | 92,934 | 505,934 | 406,275 | 494,846 | 494,846 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 |
| Acquisitions | 0 | 0 | 0 | 0 | 0 | 0 |
| Capital Improvements | 1,359 | 0 | 0 | 0 | 0 | 0 |
| * Undefined * | 0 | 29,854 | 35,281 | 18,998 | 18,998 | 18,998 |
| <hr/> | | | | | | |
| TOTAL | 377,265 | 509,087 | 946,919 | 871,670 | 871,102 | 871,102 |

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| F I N A N C I N G S O U R C E S | Actual | Actual | Final | Estimated |
|-----------------------------------|---------|---------|---------|-----------|
| | 2017-18 | 2018-19 | Budget | 2020-21 |
| <hr/> | | | | |
| Personnel Time ChargedCIP | 7,142 | 23,876 | 35,469 | 0 |
| Unclassified | 0 | 1,000 | 0 | 0 |
| Interdept DSR-Develop Svc | 0 | 0 | 0 | 24,350 |
| Interdept DSR-Housing | 224,503 | 353,315 | 297,216 | 308,063 |
| Interdept DSR-FederalHome | 8,212 | 115,377 | 231,404 | 425,329 |
| Interdept DSR-BEGIN Prgm | 0 | 0 | 14,070 | 0 |
| Interdept DSR-Begin Grant | 0 | 1,566 | 3,500 | 0 |
| Interdept DSR-Home 92 | 0 | 0 | 11,080 | 0 |
| Interdept DSR-Home 93 | 0 | 0 | 35,053 | 0 |
| Interdept DSR-CAL HOME | 2,066 | 9,164 | 14,592 | 16,410 |
| Interdept DSR-NSP3 | 150 | 0 | 6,444 | 0 |
| Interdept DSR-CalHome12 | 7,420 | 45 | 3,807 | 2,309 |
| Interdept DRS-LMI Housing | 0 | 75,359 | 100,000 | 94,641 |
| Other Revenues | 127,772 | 70,615 | 194,284 | 0 |
| <hr/> | | | | |
| TOTAL | 377,265 | 509,087 | 946,919 | 871,102 |

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

| Classification | Funded In | Dept.Head | City Mgr. | Council |
|------------------------------|-----------|-----------|-----------|----------|
| | Budget | Request | Recom. | Approval |
| <hr/> | | | | |
| Dir. Devel. Svc | .15 | .15 | .15 | .15 |
| Housing Prog Specialist I/II | 1.00 | 1.00 | 1.00 | 1.00 |
| Housing Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| Housing Program Manager | 1.00 | 1.00 | 1.00 | 1.00 * |
| <hr/> | | | | |
| TOTAL | 3.15 | 3.15 | 3.15 | 3.15 |

*One (1) position unfunded for 6 months.

BUDGET DETAIL EXPENSES

| 070-1301 Housing | | | | | | | |
|-----------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
| 551.01-00 | Regular Salaries | 161,333 | 230,368 | 238,495 | 261,776 | 203,327 | 203,327 |
| 551.03-00 | Extra Help | 21,712 | 0 | 0 | 0 | 0 | 0 |
| 551.04-01 | Regular Overtime | 42 | 191 | 0 | 5,138 | 5,000 | 5,000 |
| 551.10-05 | Retirement PERS Classic | 11,540 | 16,633 | 18,052 | 11,984 | 11,664 | 11,664 |
| 551.10-06 | Social Security-OASDI | 9,709 | 13,430 | 13,941 | 16,034 | 12,432 | 12,432 |
| 551.10-07 | Social Security-Medicare | 2,586 | 3,207 | 3,319 | 3,806 | 2,955 | 2,955 |
| 551.10-09 | Retirement PERS Lateral | 1,011 | 1,808 | 1,939 | 2,153 | 2,095 | 2,095 |
| 551.10-10 | Retirement-PERS New Membr | 0 | 0 | 0 | 9,577 | 4,660 | 4,660 |
| 551.10-12 | Workers Compensation | 5,204 | 6,856 | 6,906 | 4,582 | 3,902 | 3,902 |
| 551.10-20 | Earned Benefit | 3,189 | 2,844 | 4,264 | 5,244 | 5,104 | 5,104 |
| 551.10-24 | Vehicle Allowance | 752 | 1,221 | 1,253 | 1,253 | 1,253 | 1,253 |
| 551.10-27 | PTS Plan FICA Alternative | 283 | 0 | 0 | 0 | 0 | 0 |
| 551.10-33 | Core Allowance | 41,819 | 62,905 | 66,279 | 68,177 | 55,774 | 55,774 |
| 551.10-35 | Post Employment Benefits | 19,652 | 19,178 | 18,881 | 18,151 | 18,151 | 18,151 |
| 551.10-73 | Retirement UAL Misc | 15,762 | 27,658 | 32,375 | 38,522 | 30,941 | 30,941 |
| Personnel Services | | 294,594 | 386,299 | 405,704 | 446,397 | 357,258 | 357,258 |
| 552.12-00 | Telephone | 31 | 22 | 120 | 120 | 120 | 120 |
| 552.13-00 | Postage | 206 | 127 | 200 | 200 | 200 | 200 |
| 552.14-00 | Advertising | 75 | 0 | 500 | 500 | 500 | 500 |
| 552.15-00 | Office Supplies | 2,393 | 2,781 | 3,000 | 3,000 | 3,000 | 3,000 |
| 552.17-00 | Professional Services | 400 | 1,400 | 32,500 | 6,400 | 6,400 | 6,400 |
| 552.18-00 | Travel and Meetings | 1,650 | 2,287 | 5,000 | 5,000 | 4,000 | 4,000 |
| 552.20-00 | Training Expense | 788 | 1,219 | 3,000 | 3,000 | 2,400 | 2,400 |
| 552.22-00 | Office Equipment O & M | 0 | 3,220 | 6,500 | 0 | 0 | 0 |
| 552.24-00 | Memberships, Subscription | 3,758 | 2,559 | 2,941 | 2,926 | 2,926 | 2,926 |
| 552.29-00 | Other Materials Supplies | 445 | 0 | 310,309 | 245,794 | 338,109 | 338,109 |
| 552.30-01 | Dept Share of Insurance | 4,052 | 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 | 17,841 | 18,105 | 17,841 | 18,154 | 18,154 | 18,154 |
| 552.45-00 | Facilities Maint Charge | 14,943 | 14,757 | 15,212 | 21,000 | 18,981 | 18,981 |
| Supplies and Services | | 46,632 | 50,579 | 426,175 | 335,146 | 423,842 | 423,842 |
| 554.91-01 | Adm Exp-City Manager | 2,199 | 7,906 | 8,143 | 8,143 | 8,143 | 8,143 |
| 554.91-02 | Adm Exp-City Attorney | 1,323 | 1,323 | 1,363 | 1,363 | 1,363 | 1,363 |
| 554.91-03 | Adm Exp-City Clerk | 2,713 | 2,713 | 3,928 | 5,298 | 5,173 | 5,173 |
| 554.91-09 | Adm Exp-Finance | 26,913 | 26,913 | 27,720 | 27,720 | 27,720 | 27,720 |
| 554.91-10 | Adm Exp-Purchasing | 1,532 | 3,500 | 3,605 | 3,605 | 3,605 | 3,605 |
| Administrative | | 34,680 | 42,355 | 44,759 | 46,129 | 46,004 | 46,004 |
| 555.92-01 | Interdept DSC-General Fnd | 0 | 0 | 35,000 | 25,000 | 25,000 | 25,000 |
| Interdepartmental | | 0 | 0 | 35,000 | 25,000 | 25,000 | 25,000 |
| 657.65-00 | Capital Imp. Projects | 1,359 | 0 | 0 | 0 | 0 | 0 |
| Capital Outlay | | 1,359 | 0 | 0 | 0 | 0 | 0 |
| 968.93-72 | Trsf-Support Service(672) | 0 | 29,854 | 35,281 | 18,998 | 18,998 | 18,998 |
| Other | | 0 | 29,854 | 35,281 | 18,998 | 18,998 | 18,998 |
| ** | Housing | 377,265 | 509,087 | 946,919 | 871,670 | 871,102 | 871,102 |

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.

BUDGET DETAIL EXPENSES

| 071-1363 City Housing | | | | | | | |
|-----------------------|--------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
| 552.13-00 | Postage | 67 | 0 | 0 | 0 | 0 | 0 |
| 552.17-00 | Professional Services | 26,040 | 90,581 | 59,820 | 91,000 | 91,000 | 91,000 |
| 552.29-00 | Other Materials Supplies | 0 | 0 | 1,148,811 | 1,330,328 | 1,354,041 | 1,354,041 |
| | Supplies and Services | 26,107 | 90,581 | 1,208,631 | 1,421,328 | 1,445,041 | 1,445,041 |
| 554.91-01 | Adm Exp-City Manager | 3,863 | 6,361 | 6,428 | 6,713 | 6,672 | 6,672 |
| 554.91-02 | Adm Exp-City Attorney | 1,027 | 1,347 | 1,981 | 1,661 | 1,552 | 1,552 |
| 554.91-03 | Adm Exp-City Clerk | 1,579 | 2,337 | 2,385 | 3,123 | 2,657 | 2,657 |
| 554.91-09 | Adm Exp-Finance | 10,271 | 15,883 | 16,538 | 18,770 | 18,457 | 18,457 |
| 554.91-10 | Adm Exp-Purchasing | 1,249 | 1,700 | 1,771 | 2,006 | 1,992 | 1,992 |
| 554.91-16 | Adm Exp-City Council | 1,059 | 1,535 | 1,553 | 1,739 | 1,687 | 1,687 |
| | Administrative | 19,048 | 29,163 | 30,656 | 34,012 | 33,017 | 33,017 |
| 555.92-70 | Interdept DSC-Hsng Admin | 0 | 75,359 | 100,000 | 94,641 | 94,641 | 94,641 |
| | Interdepartmental | 0 | 75,359 | 100,000 | 94,641 | 94,641 | 94,641 |
| ** | City Housing | 45,155 | 195,103 | 1,339,287 | 1,549,981 | 1,572,699 | 1,572,699 |

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.

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.

Finance

| E X P E N S E S | Actual 2017-18 | Actual 2018-19 | Final Budget 2019-20 | Dept. Head Request 2020-21 | City Mgr. Recom. 2020-21 | Council Approval 2020-21 |
|-----------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
|-----------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|

| | | | | | | |
|-----------------------|---------|---------|---------|---------|---------|---------|
| Personnel Expenses | 0 | 0 | 0 | 0 | 0 | 0 |
| Supplies and Services | 0 | 0 | 0 | 0 | 0 | 0 |
| Debt Service | 271,870 | 261,200 | 250,360 | 239,370 | 239,370 | 239,370 |
| Acquisitions | 0 | 0 | 0 | 0 | 0 | 0 |
| Capital Improvements | 0 | 0 | 0 | 0 | 0 | 0 |
| <hr/> | | | | | | |
| TOTAL | 271,870 | 261,200 | 250,360 | 239,370 | 239,370 | 239,370 |

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| F I N A N C I N G S O U R C E S | Actual 2017-18 | Actual 2018-19 | Final Budget 2019-20 | Estimated 2020-21 |
|---------------------------------|-------------------|-------------------|----------------------------|----------------------|
|---------------------------------|-------------------|-------------------|----------------------------|----------------------|

| | | | | |
|-------------------------|----------|---------|---------|---------|
| Investment Earnings | 1,193 | 3,116 | 0 | 0 |
| Repayment Of Note | 698,486 | 0 | 0 | 0 |
| Trsf-Housing Fund (018) | 0 | 0 | 81,365 | 0 |
| Other Revenues | 427,809- | 258,084 | 168,995 | 239,370 |
| <hr/> | | | | |
| TOTAL | 271,870 | 261,200 | 250,360 | 239,370 |

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BUDGET DETAIL EXPENSES

| 380-0701 Finance | | ACTUAL | ACTUAL | FINAL | DEPT. HEAD | CITY MGR. | COUNCIL |
|------------------|---------------------|---------|---------|---------|------------|-----------|----------|
| ACCT. NO. | ACCOUNT DESCRIPTION | 2017-18 | 2018-19 | BUDGET | REQUEST | RECOM. | APPROVAL |
| | | | | 2019-20 | 2020-21 | 2020-21 | 2020-21 |
| 706.71-06 | Principal Loans | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 | 200,000 |
| 706.72-06 | Interest Loans | 71,870 | 61,200 | 50,360 | 39,370 | 39,370 | 39,370 |
| | Debt Services | 271,870 | 261,200 | 250,360 | 239,370 | 239,370 | 239,370 |
| ** | Finance | 271,870 | 261,200 | 250,360 | 239,370 | 239,370 | 239,370 |

City Housing

| EXPENSES | Actual 2017-18 | Actual 2018-19 | Final Budget 2019-20 | Dept. Head Request 2020-21 | City Mgr. Recom. 2020-21 | Council Approval 2020-21 |
|-----------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses | 0 | 0 | 0 | 0 | 0 | 0 |
| Supplies and Services | 0 | 0 | 0 | 6,777 | 6,777 | 6,777 |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 |
| Acquisitions | 0 | 0 | 0 | 0 | 0 | 0 |
| Capital Improvements | 0 | 0 | 256,245 | 255,465 | 255,465 | 255,465 |
| * Undefined * | 0 | 0 | 4,436 | 4,436 | 4,436 | 4,436 |
| TOTAL | 0 | 0 | 260,681 | 266,678 | 266,678 | 266,678 |

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| FINANCING SOURCES | Actual 2017-18 | Actual 2018-19 | Final Budget 2019-20 | Estimated 2020-21 |
|---------------------|-------------------|-------------------|----------------------------|----------------------|
| Investment Earnings | 3,580 | 5,828 | 5,970 | 6,000 |
| Other Revenues | 3,580- | 5,828- | 254,711 | 260,678 |
| TOTAL | 0 | 0 | 260,681 | 266,678 |

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BUDGET DETAIL EXPENSES

| 471-1363 City Housing | | | | | | | |
|-----------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION | ACTUAL 2017-18 | ACTUAL 2018-19 | FINAL BUDGET 2019-20 | DEPT. HEAD REQUEST 2020-21 | CITY MGR. RECOM. 2020-21 | COUNCIL APPROVAL 2020-21 |
| 552.29-00 | Other Materials Supplies | 0 | 0 | 0 | 6,777 | 6,777 | 6,777 |
| | Supplies and Services | 0 | 0 | 0 | 6,777 | 6,777 | 6,777 |
| 617.65-00 | Capital Imp. Projects | 0 | 0 | 256,245 | 255,465 | 255,465 | 255,465 |
| | Capital Outlay | 0 | 0 | 256,245 | 255,465 | 255,465 | 255,465 |
| 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 | 0 | 0 | 260,681 | 266,678 | 266,678 | 266,678 |

FUND NO. 471
ACCOUNT NO. 1363

LMI HOUSING CAPITAL IMPROVEMENTS PROJECTS

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