

**CITY OF MERCED
2020-2021 CITY COUNCIL APPROVED BUDGET**

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PUBLIC WORKS DEPARTMENT

“CUSTOMER SERVICE WITH QUALITY CARE”

DESCRIPTION

Through a continuing process of employee involvement, the Public Works Department has adopted the following mission and value statements as a foundation for all of the Department’s activities.

OUR VISION

To be known as an exceptional organization providing a wide variety of essential services to the communities of Merced and one another, with the highest level of safety, integrity, selflessness, professionalism, and efficiency.

MISSION

In order to accomplish our vision we are committed to:

- ◇ Provide exceptional customer service through a unified team of dedicated, professional and selfless employees.
- ◇ Enhance our quality workforce through training, development and advancement opportunities.
- ◇ Provide a safe and healthy working, living and growing environment for all.
- ◇ Build collaborative partnerships with those we serve.
- ◇ Partner with and support other first responder organizations to address emergency needs (floods, wind storm damage, major incident traffic control) within the community when they occur.
- ◇ The Department strives to protect the City’s investment in its infrastructure and public facilities, plan for future improvements to address changing needs, and ensure the health and safety of the community in the most efficient and cost effective manner.
- ◇ Finally, but not least, working in close concert with achieving the goals and priorities set forth in the City Manager’s fiscal year budget and as well as those set by the Council.

PUBLIC WORKS ADMINISTRATION

PUBLIC WORKS - ADMINISTRATION
FUND NO. 029
ACCOUNT NO. 1102

DESCRIPTION

The Public Works Administration Division provides administrative support to the Fleet, Facilities, Solid Waste, Streets, Parks, Trees, Water, Storm Drains, Sewer, Water Quality Control and the Wastewater Treatment Divisions, while providing responsive quality service to the general public.

MISSION

Provide and maintain excellent customer service through strategic planning, budgeting, administrative management, and service support for the Public Works Department. Ensure employee health and safety is maintained, while providing quality customer service to both internal and external customers.

GOALS

- ◇ Establish a culture and reputation of providing superior customer service to both internal and external customers.
- ◇ Continue to promote and conduct trainings for a safe working environment for Public Works employees.
- ◇ Promote Geographical Information Systems (GIS) technology to enhance internal and external customer service needs.
- ◇ Pursue “Green” opportunities and improve cost efficiency to ensure customers receive the highest level of energy-efficient, environmentally friendly service at the lowest cost when compared to other agencies, both public and private.

OBJECTIVES

***PERFORMANCE
MEASUREMENTS/INDICATORS***

1. Enhance customer relations.

Continue to upgrade and utilize the Public Works web pages, Merced Connect application, and Subscribe Merced feature; providing up-to-date information regarding operations, services, and activities. Monitor and post useful Public Works information on the City of Merced Public Works Facebook page.

PUBLIC WORKS - ADMINISTRATION

2. Promote safety in the work place.

Conduct general and OSHA required safety training programs for new hires and annually for all Public Works personnel, including annual refresher course of the Injury and Illness Prevention Program.

Monitor and review both vehicle and personnel accidents with the Public Works Safety Committee monthly to identify causes and implement loss prevention methods.

Hold "All-Hands" safety training meetings once quarterly.

Promote workplace safety through coordination with the Risk Management Authority by hosting and/or attending risk management training events. Host one RMA event per year.

3. Provide appropriate training opportunities consistent with the needs of the Administration staff.

Maintain Standard Operating Procedures Manual to aid in training Administrative staff. Revise and add procedures as needed.

4. Collaborate with Engineering to identify areas where Public Works Standards need revision.

Review standards, which apply to Public Works, annually and coordinate needed revisions with Engineering Department.

PUBLIC WORKS - ADMINISTRATION

5. Collaborate with multiple City departments and stakeholders to grow the Geographic Information System (GIS) program within the City.

Continue working with City departments to gather accurate GIS data sets for City infrastructure, addresses, street ranges, and other pertinent information.

Expand GIS usability by utilizing the Enterprise License Agreement (ELA) with the Environmental Systems Research Institute (ESRI) to provide greater access to the ESRI GIS software suite. Implement a training program for staff to increase user knowledge base and skills in order to effectively grow the GIS program within the City.

Develop and update GIS based field applications and dashboards for Refuse, Sewer, Storm, Water, Trees, and other divisions.

2020/2021 BUDGET HIGHLIGHTS

Customer service is a high priority of the Public Works Administrative staff. The Merced Connect application offers residents a means to report potholes, illegal dumping, and other related Public Works concerns. With roll-out of the Subscribe Merced feature, Administrative staff will continue to utilize the notification system to keep the public informed of street closures and water line breaks, as well as useful information related to Public Works programs and goals. Through the use of our Facebook page, Merced Connect, and Subscribe Merced, Public Works Administrative staff will continue to provide prompt and courteous customer service for the increased service demand throughout the upcoming 2020/2021 year.

PERSONNEL

Number of Positions

Classification	Funded In Budget 2019-20	Dept. Head Request 2020-21	City Mgr. Recom. 2020-21	Council Approval
Dir. of PW Operations	1.00	1.00	1.00	1.00
Deputy PW Director	1.00	1.00	1.00	1.00
Safety Coordinator	1.00	1.00	1.00	1.00
Administrative Assistant I/II	4.25	4.25	4.25	4.25
Administrative Analyst	1.25	1.25	1.25	1.25
Systems Tech I/II/III	1.00	1.00	1.00	1.00
Accounting Technician	1.00	1.00	1.00	1.00
Accountant I/II	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
GIS Coordinator	1.00	1.00	1.00	1.00
TOTAL	13.50	13.50	13.50	13.50

BUDGET DETAIL EXPENSES

029-1102	Public Works Oper. Admin			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	716,012	701,832	936,050	958,156	932,512	932,512
531.03-00	Extra Help	5,226	6,973	0	0	0	0
531.04-01	Regular Overtime	4,464	1,262	8,656	7,198	7,005	7,005
531.10-05	Retirement PERS Classic	39,186	40,640	45,585	44,849	43,649	43,649
531.10-06	Social Security-OASDI	42,342	41,231	56,544	57,521	56,168	56,168
531.10-07	Social Security-Medicare	10,196	9,966	13,402	13,614	13,238	13,238
531.10-08	State Unemployment	0	3,471	30	0	0	0
531.10-09	Retirement-PERS Lateral	1,266	0	0	0	0	0
531.10-10	Retirement-PERS New Membr	15,230	15,529	32,875	41,950	40,828	40,828
531.10-12	Workers Compensation	2,549	2,572	3,092	3,815	3,247	3,247
531.10-20	Earned Benefit	1,335	3,988	7,875	6,835	6,652	6,652
531.10-21	Bilingual Pay Program	877	646	600	0	0	0
531.10-24	Vehicle Allowance	98	0	0	0	0	0
531.10-27	PTS Plan FICA Alternative	68	91	0	0	0	0
531.10-33	Core Allowance	203,225	191,104	227,652	219,992	215,273	215,273
531.10-35	Post Employment Benefits	29,508	34,474	33,884	28,819	28,819	28,819
531.10-73	Retirement UAL Misc	91,792	110,037	127,066	140,997	141,903	141,903
Personnel Services		1,163,374	1,163,816	1,493,311	1,523,746	1,489,294	1,489,294
532.11-00	Utilities	15,844	16,493	19,421	18,413	18,413	18,413
532.12-00	Telephone	2,279	2,440	3,524	4,641	4,641	4,641
532.13-00	Postage	475	373	500	500	500	500
532.15-00	Office Supplies	24,531	24,595	25,000	27,500	27,500	27,500
532.17-00	Professional Services	16,053	12,757	7,920	4,970	4,970	4,970
532.18-00	Travel and Meetings	3,651	2,119	11,210	9,957	7,966	7,966
532.20-00	Training Expense	5,264	1,561	12,665	11,855	9,484	9,484
532.21-00	Rents/Leases	6,103	5,031	7,220	6,632	6,632	6,632
532.22-00	Office Equipment O & M	1,007	1,011	1,000	1,000	1,000	1,000
532.23-00	Vehicle Operations/Maint	2,157	3,610	8,954	11,746	10,987	10,987
532.24-00	Memberships, Subscription	11,992	13,577	15,083	12,239	12,239	12,239
532.25-00	Maintenance Mats & Svcs	7,234	6,298	14,658	15,042	15,042	15,042
532.28-00	Safety Supplies	8,104	6,061	8,000	8,000	8,000	8,000
532.30-01	Dept Share of Insurance	24,603	23,680	21,319	27,929	32,171	32,171
532.32-00	Vehicle Replacement Fee	10,047	14,136	13,831	15,561	15,561	15,561
532.34-00	Contingency Reserve	0	0	0	0	122	122
532.35-84	Retro Fee Expense	200	250	0	0	0	0
532.38-00	Support Services	180,978	281,919	313,873	349,729	326,998	326,998
532.45-00	Facilities Maint Charge	80,630	80,150	99,627	87,215	70,548	70,548
Supplies and Services		401,152	496,061	583,805	612,929	572,774	572,774
533.43-00	Machinery/Equipment	0	14,232	0	0	0	0
Property		0	14,232	0	0	0	0
534.91-03	Adm Exp-City Clerk	0	13	0	0	0	0
Administrative		0	13	0	0	0	0
535.92-17	Interdept DSC-Develop Svc	5,235	3,453	2,602	3,248	3,155	3,155
535.92-72	Interdept DSC-Supprt Sr	3,452	2,356	3,838	2,722	2,659	2,659
Interdepartmental		8,687	5,809	6,440	5,970	5,814	5,814
633.64-00	Depreciation Expense	16,040	16,782	0	0	0	0
Property		16,040	16,782	0	0	0	0

BUDGET DETAIL EXPENSES

029-1102	Public Works Oper. Admin						
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
968.93-71	Trsf-Facilities Main(671)	3,664	3,796	3,931	4,072	4,072	4,072
968.93-72	Trsf-Support Service(672)	0	20,206	23,880	12,858	12,858	12,858
	Other	3,664	24,002	27,811	16,930	16,930	16,930
**	Public Works Oper. Admin	1,592,917	1,720,715	2,111,367	2,159,575	2,084,812	2,084,812

PUBLIC WORKS OPERATIONS – ADMINISTRATION

- 11-00 Utility services for the Public Works Corporation Yard; including electrical, gas, water, and sewer.
- 12-00 Office phones, two-way radio circuits, and cell phone & device data plans.
- 13-00 Postage for general correspondence.
- 15-00 Office supplies for all Public Works divisions. (See footnote below.)
- 17-00 Annual Testing for Hearing Conservation Program for all Public Works employees, GIS Standby Services.
- 18-00 Meetings and travel associated with trainings related to Geographical Information System (GIS), Occupational Safety and Health Administration (OSHA), Public Works Officers Institute, and other staff training as needed.
- 20-00 Registration expenses for various technical workshops, training, and conferences listed in Line 18-00 above.
- 21-00 Security alarm service for Public Works Corporation Yard and copier service lease/maintenance agreements.
- 22-00 Maintenance for City-owned printers and office equipment.
- 24-00 Computer Licensing Fees, AutoCAD licensing, CAL-OSHA Reporter, American Public Works Association (APWA), and other professional memberships.
- 25-00 Materials and services for maintenance of Public Works Corporation Yard buildings and equipment.
- 28-00 Public Works Safety Awareness Week, Department Recognition Safety Awards, safety training aids & video rentals, and first aid supplies.

FOOTNOTE: A portion of administrative costs are recovered through Direct Service Charges to Public Works divisions, with remaining general administration expenses spread based on number of employees and operating budget.

**STREETS
AND
STREETLIGHTS**

STREET AND STREETLIGHT MAINTENANCE

FUND NO. 022

ACCOUNT NO. 1104

DESCRIPTION

The Street and Streetlight Maintenance Division performs all necessary maintenance and repairs to all City infrastructure located within the City's public right-of-ways, to include City streets, alleys, sidewalks, curb and gutters, street lights, traffic signals, signs, and pavement markings.

MISSION

Perform all maintenance with a high level of professionalism and quality, ensuring the City's infrastructure is maintained in a safe, reliable, and consistent manner.

GOALS

- ◇ Ensure our street and sidewalk work orders are inspected, repaired, or preventive maintenance is performed in accordance with best management practices, as revenue and staffing are available.
- ◇ Continue to implement new procedures, private contracts, and technologies to enhance the efficiency and productivity of the division that will provide the highest level of customer service and minimize costs.
- ◇ Continue management and assist the annual leaf collection program.

OBJECTIVES

1. Continue ongoing Street Maintenance Program to maintain street integrity through an aggressive inspection and replacement program.

PERFORMANCE MEASUREMENTS/INDICATORS

Replace 10,000-sq. ft. of asphalt, utilizing City forces, weather permitting and staff availability, by June 2021. Contingent on availability of funding.

Fill potholes within two working days of being reported or work order creation. Aggressively inspect streets weekly for potholes on major streets.

Work closely with the Engineering Division on capital improvement projects to ensure all aspects of plans are addressed prior to construction.

STREET AND STREETLIGHT MAINTENANCE

2. Continue Sidewalk Maintenance Program to remove tripping hazards, using City forces and private contractors. Install ADA ramps as prioritized through inspection and Engineering's ADA ramp project list.

Grind 500 trip hazards by June 2021.

Remove and replace trip hazards utilizing the SB1 Sidewalk Replacement Program.

Replace temporary patches due to utility cuts in streets, asphalt repairs as weather conditions permit.

Work with the Engineering Division on identifying and installation of ADA ramps at strategic locations with emphasis on schools, hospitals, and businesses with curbs restricting ADA access.
3. Continue Traffic Signal and Streetlight Maintenance Program.

Continue 2-hour maximum response to reported traffic signal problems and 48-hour maximum response time to reported streetlight outages. Tracking of completed tasks through current work order system and ESRI Enterprise GIS.

Continue to research technological improvements to determine how they may benefit the City's Traffic Signal and Streetlight Maintenance Program.
4. Continue Street Signs and Traffic Pavement Markings Maintenance Program and MUTCD regulatory retro-reflectivity standards.

Complete annual repainting of all stop, centerline, bike lane, and fog line striping and markings by June 2021.

Conduct annual sign survey and reflectivity testing to identify necessary repairs or replacements.

Coordinate with Traffic Committee and Engineering Division to ensure completion of all new sign ordinance changes and requests within one week of allowed installation date.

STREET AND STREETLIGHT MAINTENANCE

5. Coordinate and implement the Pavement Management System, as well as continue coordination of Measure V activities.
- Coordinate with Merced County Association of Governments (MCAG) and the City Engineering Division to oversee the Pavement Management System (PMS) for prioritization of roadway rehabilitation projects.
- Continue with coordination of Measure V activities, including roadway repairs, filling potholes, replacing or ramping sidewalks, sign repair or replacement, and signal repair.

2020-2021 BUDGET HIGHLIGHTS

SB1, Measure C, and Measure V add much needed funding to the Street Division, which will allow the Street Division and Engineering Division to address some of the road maintenance/repairs that have been deferred due to lack of funding.

BUDGET DETAIL EXPENSES

022-1104	Street/Light Maintenance						
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
531.01-00	Regular Salaries	378,020	416,332	466,847	483,572	470,630	470,630
531.03-00	Extra Help	32,350	32,398	38,573	39,634	38,573	38,573
531.04-01	Regular Overtime	49,625	70,247	79,174	76,629	74,578	74,578
531.04-04	Call Back Time Worked	3,498	9,608	16,090	16,532	16,090	16,090
531.10-02	Unused Sick Leave	110	1,301	1,384	2,243	2,183	2,183
531.10-05	Retirement PERS Classic	15,689	19,560	22,574	24,733	24,073	24,073
531.10-06	Social Security-OASDI	27,842	32,909	37,640	38,495	37,461	37,461
531.10-07	Social Security-Medicare	6,981	8,166	9,362	9,578	9,321	9,321
531.10-10	Retirement-PERS New Membr	13,640	13,679	16,623	19,135	18,623	18,623
531.10-12	Workers Compensation	56,618	49,263	62,956	59,113	50,364	50,364
531.10-17	Stand By Pay	25,166	33,946	42,491	43,659	42,491	42,491
531.10-20	Earned Benefit	8,919	14,964	18,006	18,064	18,064	18,064
531.10-21	Bilingual Pay Program	89	808	960	960	960	960
531.10-23	Uniform Cleaning	2,248	2,462	3,374	2,729	2,729	2,729
531.10-27	PTS Plan FICA Alternative	421	422	502	515	502	502
531.10-33	Core Allowance	120,246	129,802	133,526	136,806	133,879	133,879
531.10-35	Post Employment Benefits	43,165	39,448	33,012	33,759	33,759	33,759
531.10-73	Retirement UAL Misc	38,354	53,036	63,373	71,160	71,617	71,617
Personnel Services		822,981	928,351	1,046,467	1,077,316	1,045,897	1,045,897
532.11-00	Utilities	436,170	415,676	456,973	457,970	457,970	457,970
532.12-00	Telephone	3,169	3,834	4,440	4,830	4,830	4,830
532.13-00	Postage	425	425	425	425	425	425
532.17-00	Professional Services	130,426	142,954	163,351	176,371	176,371	176,371
532.18-00	Travel and Meetings	3,359	1,604	5,625	6,381	6,381	6,381
532.20-00	Training Expense	2,780	4,877	4,402	4,727	4,727	4,727
532.21-00	Rents/Leases	301	300	305	348	348	348
532.23-00	Vehicle Operations/Maint	133,683	144,601	140,033	161,520	151,080	151,080
532.24-00	Memberships, Subscription	1,362	4,025	5,668	5,053	5,053	5,053
532.25-00	Maintenance Matls & Svcs	263,741	274,299	322,170	329,634	329,634	329,634
532.26-00	Other Equipment O & M	4,551	3,982	4,995	7,995	7,995	7,995
532.27-00	Small Tools	2,927	2,855	3,350	3,350	3,350	3,350
532.28-00	Safety Supplies	3,765	3,267	5,340	5,870	5,870	5,870
532.30-01	Dept Share of Insurance	75,105	58,621	47,927	71,645	75,200	75,200
532.30-24	Subrogation Claims Exp	5,683	1,138	96,000	96,000	96,000	96,000
532.35-84	Retro Fee Expense	0	150	0	0	0	0
532.38-00	Support Services	37,894	33,722	35,310	30,100	27,366	27,366
532.45-00	Facilities Maint Charge	20,285	19,953	21,108	22,643	21,887	21,887
Supplies and Services		1,125,626	1,116,283	1,317,422	1,384,862	1,374,487	1,374,487
533.43-00	Machinery/Equipment	0	0	8,000	24,000	24,000	24,000
Property		0	0	8,000	24,000	24,000	24,000
534.91-01	Adm Exp-City Manager	24,919	30,835	34,055	34,844	34,382	34,382
534.91-02	Adm Exp-City Attorney	6,625	6,529	10,497	8,619	7,996	7,996
534.91-03	Adm Exp-City Clerk	10,186	11,328	12,634	16,207	13,690	13,690
534.91-09	Adm Exp-Finance	66,261	76,997	87,617	97,419	95,114	95,114
534.91-10	Adm Exp-Purchasing	8,059	8,242	9,382	10,410	10,263	10,263
534.91-11	Adm Exp-Public Works	38,903	44,769	48,019	53,366	50,468	50,468
534.91-16	Adm Exp-City Council	6,832	7,442	8,225	9,024	8,696	8,696
Administrative		161,785	186,142	210,429	229,889	220,609	220,609
535.92-17	Interdept DSC-Develop Svc	175,952	177,528	183,224	200,017	193,620	193,620
535.92-29	Interdept DSC-Pub Works	61,488	62,886	53,933	63,759	62,309	62,309

BUDGET DETAIL EXPENSES

022-1104	Street/Light Maintenance						
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
535.92-53	Interdept DSC-Wastewater	159	273	226	177	172	172
535.92-72	Interdept DSC-Supprt Sr	247	296	296	296	296	296
	Interdepartmental	237,846	240,983	237,679	264,249	256,397	256,397
968.93-71	Trsf-Facilities Main(671)	324,526	336,144	348,169	360,615	360,615	360,615
968.93-72	Trsf-Support Service(672)	0	0	31,742	17,092	17,092	17,092
	Other	324,526	336,144	379,911	377,707	377,707	377,707
**	Street/Light Maintenance	2,672,764	2,807,903	3,199,908	3,358,023	3,299,097	3,299,097

STREET AND STREETLIGHT MAINTENANCE

- 11-00 Includes electrical services for streetlights/traffic signals, and share of Corporation Yard utilities.
- 17-00 DMV drivers' license upgrades and renewals, CalTrans traffic signal controller maintenance, State Controllers Report, hazardous material disposal, contract landscape maintenance for street center-medians and "G" Street undercrossing, ESRI license agreement.
- 21-00 Security alarm service at traffic/signal light warehouse and sign shop.
- 24-00 Computer licensing fees, Underground Service Alert (USA), International Municipal Signal Association (IMSA), and Traffic Signal Association.
- 25-00 Miscellaneous aggregate materials to include asphalt and concrete, street light poles, as well as traffic signal light fuses, wires, batteries, connectors, filters, paint etc.
- 26-00 Replacement of concrete grinder blades and miscellaneous tools.

STREET AND STREETLIGHT MAINTENANCE

MEASURE "C" FUND-PUBLIC WORKS

FUND NO. 061

ACCOUNT NO. 1126

PROGRAM

Measure C Fund accounts for one-half cent new transactions and use taxes effective April 1, 2006. The Measure was approved by area voters. Account Number 1126 is used for the public works related expenditures from the collected tax revenues.

Measure "C"- Public Works

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	7,246	27	2,028	5,764	5,128	5,128
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
* Undefined *	132,942	100,072	100,085	125,046	125,046	125,046
TOTAL	140,188	100,099	102,113	130,810	130,174	130,174
XX						
FINANCING SOURCES	Actual 2017-18	Actual 2018-19	Final Budget 2019-20	Estimated 2020-21		
Investment Earnings	4,841	28,415	14,470	30,920		
Trsf-AB 109 (072)	6,608	0	0	0		
Trsf-Vehicle Abate (080)	0	540	1,440	503		
Other Revenues	128,739	71,144	86,203	98,751		
TOTAL	140,188	100,099	102,113	130,174		
XX						

BUDGET DETAIL EXPENSES

061-1126 Measure "C"- Public Works							
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
532.38-00	Support Services	48	26	283	3	8	8
	Supplies and Services	48	26	283	3	8	8
534.91-01	Adm Exp-City Manager	1,460	0	366	1,137	1,034	1,034
534.91-02	Adm Exp-City Attorney	388	0	113	281	241	241
534.91-03	Adm Exp-City Clerk	597	0	136	529	412	412
534.91-09	Adm Exp-Finance	3,881	1	941	3,179	2,862	2,862
534.91-10	Adm Exp-Purchasing	472	0	101	340	309	309
534.91-16	Adm Exp-City Council	400	0	88	295	262	262
	Administrative	7,198	1	1,745	5,761	5,120	5,120
908.93-22	Trsf-Street Maint/Lt(022)	82,942	100,000	100,000	125,000	125,000	125,000
	Other	82,942	100,000	100,000	125,000	125,000	125,000
968.93-66	Trsf-Workers Comp (666)	50,000	0	0	0	0	0
968.93-72	Trsf-Support Service(672)	0	72	85	46	46	46
	Other	50,000	72	85	46	46	46
**	Measure "C"- Public Works	140,188	100,099	102,113	130,810	130,174	130,174

STREET AND STREETLIGHT MAINTENANCE

MEASURE “V” FUND-PUBLIC WORKS
FUND NO’s. 075 & 078
ACCOUNT NO. 1145

PROGRAM

Measure V Fund accounts for one-half cent new transactions and use taxes effective April 1, 2017. The Measure was approved by area voters. Account Number 1145 is used for the public works related expenditures from the revenues.

BUDGET DETAIL EXPENSES

075-1145 Measure "V"-Public Works							
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
637.65-00	Capital Imp. Projects	13,797	322,659	729,847	693,379	616,125	666,725
	Capital Outlay	13,797	322,659	729,847	693,379	616,125	666,725
908.93-22	Trsf-Street Maint/Lt(022)	70,531	59,195	45,401	71,730	104,650	54,050
	Other	70,531	59,195	45,401	71,730	104,650	54,050
**	Measure "V"-Public Works	84,328	381,854	775,248	765,109	720,775	720,775

BUDGET DETAIL EXPENSES

078-1145 Measure "V"-Public Works							
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
532.17-00	Professional Services	7,745	0	0	0	0	0
	Supplies and Services	7,745	0	0	0	0	0
637.65-00	Capital Imp. Projects	0	555,330	3,221,104	3,250,360	3,002,768	3,205,168
	Capital Outlay	0	555,330	3,221,104	3,250,360	3,002,768	3,205,168
908.93-22	Trsf-Street Maint/Lt(022)	403,023	236,785	181,603	286,928	418,599	216,199
	Other	403,023	236,785	181,603	286,928	418,599	216,199
**	Measure "V"-Public Works	410,768	792,115	3,402,707	3,537,288	3,421,367	3,421,367

STREET AND STREETLIGHT MAINTENANCE

CAPITAL IMPROVEMENT PROJECT FUND

FUND NO. 450

ACCOUNT NO. 1104

PROGRAM

Funds received from State and Federal services are held in separate fund accounts until projects are awarded, necessitating their expenditure. Project funds are then transferred to the Streets and Signals CIP Fund for project tracking and expenditure.

The revenues are accounted for in separate fund accounts to meet the subventing agencies' auditing and accounting requirements.

BUDGET DETAIL EXPENSES

450-1104	Street/Light CIP	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						
637.65-00	Capital Imp. Projects	3,076,508	5,005,693	10,031,583	10,879,898	10,800,442	10,938,173
	Capital Outlay	3,076,508	5,005,693	10,031,583	10,879,898	10,800,442	10,938,173
908.93-07	Trsf-Local Trans SR (007)	11,387	112,218	0	0	0	0
908.93-25	Trsf-STP Fund (025)	11,836	33,993	73,710	3,439	3,955	3,955
908.93-44	Trsf-Facilities Road(044)	2,000	0	0	0	0	0
	Other	25,223	146,211	73,710	3,439	3,955	3,955
**	Street/Light CIP	3,101,731	5,151,904	10,105,293	10,883,337	10,804,397	10,942,128

PARKS MAINTENANCE

PARKS MAINTENANCE
FUND NO. 001, 085 & 158
ACCOUNT NO. 1120, 1137 & 1255

DESCRIPTION

The Parks division is responsible for the landscape maintenance of approximately 342 acres of municipal parks, landscaped areas, street medians, athletic fields, and open land areas, while maintaining approximately 19 miles of associated Class I bike paths.

MISSION

Parks Maintenance mission is to enrich the quality of life for Merced citizens and Merced communities. This will be achieved by providing exceptional parks and diverse recreational experiences for all patrons, building community image and sense of place, while preserving and protecting the City's natural resources.

GOALS

- ◇ Continue providing support to the Parks and Community Services Department and to the public for recreational needs. Improve the health and condition of all public landscape areas throughout the City.
- ◇ Continue to maintain a comprehensive herbicide and pesticide application program to sustain the health and condition of landscape areas, parks, and urban forest, while enhancing the usefulness of public facilities and open space.
- ◇ Collaborate with UC Merced, Merced College, and Community Service groups on beautification projects and public outreach events throughout the community.
- ◇ Promote health and encourage exercise among residents and visitors by maintaining and upgrading the bicycle and footpath system throughout the City.
- ◇ Assist Street Sweeping Division in the management of the annual leaf collection program.
- ◇ Ensure Maintenance Districts and Community Facility Districts (CFD) are maintained by private landscape contractor(s) as specified by their contract.

PARKS MAINTENANCE

OBJECTIVES

**PERFORMANCE
MEASUREMENTS/INDICATORS**

- | | |
|---|--|
| 1. Irrigation repairs and upgrades of irrigation controllers, booster pumps and systems as needed. | Inspect all parks, adhere to maintenance schedule for clocks, sprinklers, and pumps. |
| 2. Vegetation and fire reduction management within the City utility right-of-ways. | Apply herbicide applications annually, in response to a customer service request, or as needed. Work in conjunction with California Department of Forestry to manage large vegetation and landscape areas. |
| 3. Ensure Maintenance District and CFD landscape areas are maintained by private landscape contractors as specified by contract language. | Inspect maintenance district and CFD landscaping bimonthly to monthly. Document findings in monthly reports to contractor and Department Head, as well as ensuring deficiencies are corrected within an acceptable period. |

2020/2021 BUDGET HIGHLIGHTS

The addition of a trailer mounted hydro-excavator will assist with facilitating timely repairs and upgrades of irrigation systems in parks, street medians, maintenance districts, community facility districts, city facilities, and various projects.

BUDGET DETAIL EXPENSES

001-1120 Parks Maintenance							
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
531.01-00	Regular Salaries	305,114	352,858	381,139	384,584	307,831	307,831
531.03-00	Extra Help	11,528	0	0	0	0	0
531.04-01	Regular Overtime	21,487	23,564	16,511	16,630	16,185	16,185
531.04-04	Call Back Time Worked	3,107	2,326	3,852	3,167	3,082	3,082
531.10-05	Retirement PERS Classic	17,857	19,817	19,511	19,296	16,497	16,497
531.10-06	Social Security-OASDI	20,059	22,898	25,412	25,313	20,490	20,490
531.10-07	Social Security-Medicare	4,858	5,355	5,943	5,920	4,792	4,792
531.10-10	Retirement-PERS New Membr	5,917	7,770	12,492	15,595	11,433	11,433
531.10-12	Workers Compensation	49,742	39,908	48,081	75,682	64,481	64,481
531.10-17	Stand By Pay	3,639	8,337	13,364	10,483	10,202	10,202
531.10-20	Earned Benefit	1,120	1,316	7,875	2,980	2,900	2,900
531.10-21	Bilingual Pay Program	240	520	194	0	0	0
531.10-23	Uniform Cleaning	1,818	1,492	1,964	1,577	1,577	1,577
531.10-27	PTS Plan FICA Alternative	150	0	0	0	0	0
531.10-33	Core Allowance	115,230	105,344	100,383	99,843	68,551	68,551
531.10-35	Post Employment Benefits	78,755	80,674	84,657	81,816	81,816	81,816
531.10-73	Retirement UAL Misc	38,439	47,065	51,986	56,593	50,668	50,668
Personnel Services		679,060	719,244	773,364	799,479	660,505	660,505
532.11-00	Utilities	295,800	341,224	343,779	350,654	350,654	350,654
532.12-00	Telephone	1,128	1,155	1,044	2,952	2,952	2,952
532.17-00	Professional Services	222,567	211,619	262,384	262,803	262,803	262,803
532.18-00	Travel and Meetings	94	624	412	1,395	1,116	1,116
532.20-00	Training Expense	160	355	600	750	600	600
532.21-00	Rents/Leases	0	0	963	3,043	3,043	3,043
532.23-00	Vehicle Operations/Maint	54,657	58,273	58,535	70,475	65,920	65,920
532.24-00	Memberships, Subscription	0	2,969	4,674	4,013	4,013	4,013
532.25-00	Maintenance Matls & Svcs	71,327	82,760	77,618	88,251	78,251	78,251
532.26-00	Other Equipment O & M	395	514	1,000	1,627	1,627	1,627
532.27-00	Small Tools	3,053	1,615	2,445	2,860	2,860	2,860
532.28-00	Safety Supplies	1,670	2,713	2,972	4,772	4,772	4,772
532.29-00	Other Materials Supplies	13,050	29,306	24,951	26,451	26,451	26,451
532.30-01	Dept Share of Insurance	26,997	23,976	20,898	29,691	30,923	30,923
532.35-84	Retro Fee Expense	0	150	0	0	0	0
532.38-00	Support Services	31,713	30,208	29,099	25,133	19,919	19,919
532.45-00	Facilities Maint Charge	154,173	177,928	188,919	231,835	224,462	224,462
Supplies and Services		876,784	965,389	1,020,293	1,106,705	1,080,366	1,080,366
533.43-00	Machinery/Equipment	0	0	0	40,000	0	0
Property		0	0	0	40,000	0	0
534.91-11	Adm Exp-Public Works	32,463	36,647	37,582	42,228	35,544	35,544
Administrative		32,463	36,647	37,582	42,228	35,544	35,544
535.92-01	Interdept DSC-General Fnd	1,191	1,640	1,640	1,533	1,533	1,533
535.92-29	Interdept DSC-Pub Works	48,524	47,242	43,553	45,187	44,159	44,159
535.92-72	Interdept DSC-Supprt Sr	49	49	49	49	49	49
Interdepartmental		49,764	48,931	45,242	46,769	45,741	45,741
637.65-00	Capital Imp. Projects	73,358	0	708	708	708	708
Capital Outlay		73,358	0	708	708	708	708
**	Parks Maintenance	1,711,429	1,770,211	1,877,189	2,035,889	1,822,864	1,822,864

COMMUNITY FACILITIES DISTRICT
FUND NOS. 150, 155, 156, 157, 158 & 164-198
ACCOUNT NOS. 0911, 1164, 1024, 1137, & 1166

PROGRAM

In January 2004, the City Council adopted Resolution No. 2004-3, establishing Community Facilities District (CFD) 2003-2 (Services) and authorized levy of a Special Tax.

Fund 150 is used to account for the cost of annexing developments into the CFD, and Fund 155 is used to account for the costs to administer the districts. Funding comes from developers upon request to annex.

Funds 156, 157, 158 and 164-194 are used to account for certain authorized public services, including fire and police protection, parks maintenance, and landscape, storm drain, and flood control, that are likely to benefit the property. Funding comes from the annual special tax apportioned among the lots or parcels within the district.

Staffing details directly associated with Funds 156, 157 and 158 are displayed with Fire, Police and Parks Maintenance--the primary funding sources for those departments.

PERSONNEL

Number of Positions

Classification	Funded In Budget 2019-20	Dept.Head Request 2020-21	City Mgr. Recom. 2020-21	Council Approval
Public Works Mgr-Tax Services	.10	.15	.15	.15
Public Works Spvr-Parks/Trees	.05	.10	.10	.10
Park Worker I/II or Lead Park Worker	1.50	1.50	2.00	2.00
TOTAL	1.65	1.75	2.25	2.25

BUDGET DETAIL EXPENSES

158-1137	CFD-PW-Parks Maintenance						
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
531.01-00	Regular Salaries	56,925	49,148	78,913	91,198	113,887	113,887
531.04-01	Regular Overtime	163	2,486	3,190	3,278	3,190	3,190
531.04-04	Call Back Time Worked	9	391	0	0	0	0
531.10-05	Retirement PERS Classic	4,438	841	3,126	3,617	5,804	5,804
531.10-06	Social Security-OASDI	3,386	3,338	5,067	5,843	7,178	7,178
531.10-07	Social Security-Medicare	792	781	1,185	1,367	1,679	1,679
531.10-08	State Unemployment	0	0	900	0	0	0
531.10-10	Retirement-PERS New Membr	0	3,078	3,498	4,652	4,527	4,527
531.10-12	Workers Compensation	2,165	2,291	4,460	6,455	5,499	5,499
531.10-17	Stand By Pay	12	1,599	0	0	0	0
531.10-20	Earned Benefit	89	443	943	994	967	967
531.10-21	Bilingual Pay Program	60	59	30	0	0	0
531.10-23	Uniform Cleaning	106	227	420	252	252	252
531.10-33	Core Allowance	15,776	8,482	15,078	15,652	22,505	22,505
531.10-73	Retirement UAL Misc	5,963	7,255	10,712	13,420	13,507	13,507
531.35-84	Retro Fee Expense	0	50	0	0	0	0
Personnel Services		89,884	80,469	127,522	146,728	178,995	178,995
532.11-00	Utilities	57,237	47,372	74,441	75,929	75,929	75,929
532.12-00	Telephone	0	0	0	248	248	248
532.17-00	Professional Services	22,589	22,589	29,143	29,198	29,198	29,198
532.23-00	Vehicle Operations/Maint	557	881	3,047	7,425	6,945	6,945
532.24-00	Memberships, Subscription	0	317	314	618	618	618
532.25-00	Maintenance Matls & Svcs	5,491	8,552	12,558	17,000	17,000	17,000
532.27-00	Small Tools	0	0	1,340	1,340	1,340	1,340
532.28-00	Safety Supplies	0	0	1,320	1,320	1,320	1,320
532.29-00	Other Materials Supplies	0	0	5,000	7,500	7,500	7,500
532.30-01	Dept Share of Insurance	2,236	2,233	2,062	3,765	4,342	4,342
532.32-00	Vehicle Replacement Fee	1,785	1,436	1,353	1,154	1,154	1,154
532.34-00	Contingency Reserve	0	0	46,141	109,098	84,158	84,158
532.38-00	Support Services	4,303	4,209	5,620	5,532	5,117	5,117
Supplies and Services		94,198	87,589	182,339	260,127	234,869	234,869
535.92-01	Interdept DSC-General Fnd	3,504	2,981	3,260	3,387	3,310	3,310
535.92-22	Interdept DSC-Streets	0	0	0	1,488	1,455	1,455
535.92-53	Interdept DSC-Wastewater	0	0	378	1,781	1,741	1,741
Interdepartmental		3,504	2,981	3,638	6,656	6,506	6,506
968.93-71	Trsf-Facilities Main(671)	4,211	4,362	4,518	4,679	4,679	4,679
Other		4,211	4,362	4,518	4,679	4,679	4,679
**	CFD-PW-Parks Maintenance	191,797	175,401	318,017	418,190	425,049	425,049

PARKS MAINTENANCE

- 11-00 Includes electrical, sewer, water, and refuse services at all park facilities, with the exception of 4-identified parks located within Community Facilities Districts, and share of Corporation Yard utilities.
- 17-00 Reimbursement of services performed by CDF Mt. Bullion crew and Merced Irrigation District maintenance standby fees, landscape maintenance service agreements, and DMV license renewals, upgrades, and physicals.
- 21-00 Rental of specialized tools and equipment for construction and repair, rental of portable toilets.
- 24-00 Computer licensing fees, membership in California Parks and Recreation Society and California Association of Pest Control, Merced County pesticide permit fee.
- 25-00 Turf maintenance program, plant materials, landfill fees, sprinkler system parts, weed control, systemic injections, and insect/rodent control.
- 26-00 Maintenance of mowers, edgers, blowers, weed eaters, and calibration of equipment.
- 28-00 Includes specialized clothing and equipment for pesticide application, first aid kits, rubber boots, rain gear, safety glasses, ear protection, cones and barricades.
- 29-00 Irrigation maintenance at Applegate Park Rose Garden, playground equipment replacement parts, fibar for playground surface areas.

WATER

RESTRICTED WATER SYSTEM
FUND NO. 556
ACCOUNT NO. 1118

PROGRAM

The Restricted Water System Fund is used to finance all growth-related system improvements funded through water facility charges.

BUDGET DETAIL EXPENSES

556-1118 Restricted Water System							
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
532.17-00	Professional Services	20	0	176,742	2,176,742	2,176,742	2,176,742
	Supplies and Services	20	0	176,742	2,176,742	2,176,742	2,176,742
633.64-00	Depreciation Expense	603,561	611,169	0	0	0	0
	Property	603,561	611,169	0	0	0	0
637.65-00	Capital Imp. Projects	2,336,238	581,985	25,486,403	26,493,207	22,083,620	22,083,620
	Capital Outlay	2,336,238	581,985	25,486,403	26,493,207	22,083,620	22,083,620
**	Restricted Water System	2,939,819	1,193,154	25,663,145	28,669,949	24,260,362	24,260,362

RESTRICTED WATER MAINS
FUND NO. 566
ACCOUNT NO. 1118

PROGRAM

The Restricted Water Mains Fund is used for collection of over sizing components of Water Facility Charges. Refunds are made to the original contributor at such time additional development occurs.

BUDGET DETAIL EXPENSES

566-1118	Restricted Water Mains	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						
633.64-00	Depreciation Expense	81,304	102,786	0	0	0	0
	Property	81,304	102,786	0	0	0	0
637.65-00	Capital Imp. Projects	0	0	4,368,140	5,023,423	5,292,161	5,292,161
	Capital Outlay	0	0	4,368,140	5,023,423	5,292,161	5,292,161
**	Restricted Water Mains	81,304	102,786	4,368,140	5,023,423	5,292,161	5,292,161

WATER SYSTEM
FUND NO. 557
ACCOUNT NO. 1106

DESCRIPTION

The Water Division is responsible for the operation and maintenance of the City's drinking water production and distribution systems. Each member of the Water Division is an integral part of a professional grade team that strives to diligently, safely, and efficiently maintain the water system well above the high standards of the State Water Resource Control Board (SWRCB). The system's reliability and integrity is maintained by having well trained, well equipped, highly motivated Water personnel ready to respond at a moment's notice, 24-hours a day – every day.

The production system consists of 20 ground water pumping sites. Each site can produce over 1,500 gallons per minute. The system regularly pumps 35 million gallons per summer day, then drops to about 12 million gallons per winter day. The production system meets the annual average demand of 7 billion gallons per year that is needed to supply the residential, commercial, industrial, and irrigation needs of Merced.

The distribution system consists of more than 500 miles of water mains that range in size from 6" to 16" in diameter. The distribution system includes nearly 3,000 fire hydrants, 7,000 main line valves, over 2,500 backflow devices, and over 25,000 metered service connections. Each meter has a Badger "Beacon" register that is monitored through a Cellular transmission to a CLOUD based system known as Eye On Water. This system allows the customers and the City to monitor the flow data that is electronically updated every day, automatically.

The Water Division must also meet all of the State's compliance requirements concerning water quality assurance. Sampling, reporting, cross-connection protection, and conservation programs are used to ensure the continued quality and availability of drinking water for the City of Merced. Sampling and reporting are performed 100% "in house" with dedicated professional Water Staff. Cross-connection protection is carried out by the Cross Connection Control Specialist and the dedicated 2-man Backflow Technician team. Conservation is promoted, monitored, and enforced by the Conservation Specialist. Each of these professionals do their part to keep the Water Division compliant with all State requirements.

MISSION

Provide the City of Merced with a continuous supply of safe and aesthetically pleasing drinking water, as efficiently as possible, while promoting conservation.

WATER SYSTEM

GOALS

- ◇ Monitor the drinking water system through a comprehensive sampling, testing, and reporting program to meet Federal, State, and Local regulatory requirements.
- ◇ Explore the feasibility of implementing new procedures and technologies to enhance the efficiency and productivity of the division, while providing the highest level of customer service and water system security.
- ◇ Promote and ensure water conservation measures through projects, public education, notifications, and water metering advantages.
- ◇ Continue the successful crew rotation system that has greatly increased Water Technician skills and understanding of the entire water system, as well as a noticeable improvement in morale.
- ◇ Continue to collaborate with members of the Merced Area Groundwater Pool Interests (MAGPI) and Integrated Regional Water Management Plan (IRWMP) to prepare and facilitate compliance with the Sustainable Groundwater Management Act (SGMA).

OBJECTIVES

PERFORMANCE MEASUREMENT/INDICATORS

- | | |
|--|---|
| 1. Valve exercising and water main flushing program. | Maintain water quality, improve mapping, and improve well balance. |
| 2. Cross connection control. | Continue to pursue compliance according to City Municipal Code and State Health regulations. |
| 3. Source water protection / contingencies. | Acquire land for surface water treatment plant and future well sites in strategic locations, as set forth in the Water Master Plan. Prepare for SGMA. |

WATER SYSTEM

4. Conservation. Comply with State mandates concerning water use and conservation. Continue to aggressively engage in public outreach and education.

5. Customer Service. Continue to foster the successful addition of the Public Works/Finance Liaison, which has improved customer service.

2020/2021 Budget Highlights

Production: Prepare for north Merced growth. Complete Well 20 at Tyler & Mission and Well 21 at Bellevue & G Street. Begin Well Site 22 at Hatch and Cardella Road. Acquire land for Well Site 23 and 24 (locations to be determined).

Distribution: Continue main line replacement plan. Purchase of “NO-DES” truck for main line flushing to extend the life cycle of main lines by removing flow-constraining tuberculation, conserve water by eliminating waste during flushing, and improve water quality through micron filtration and maintained chlorine residual.

Water Supply Assurance: Monitor and plan for extreme drought conditions by actively participating in all basin programs. Participate in Integrated Regional Water Management and Sustainable Groundwater Management Act compliance. Work with Merced Irrigation District (MID) to change some parks to surface water irrigation.

In order to remain in compliance with the amended Federal Safe Drinking Water Act, the Water Division, along with the aid of a contracted engineering firm, will be conducting a thorough Drinking Water System / Source Risk Assessment that will be followed by a detailed Emergency Response Plan.

Urban Water Management Plan: In order to remain in compliance with regards to grants and low interest loans from the State, the Water Division, along with the aid of a contracted engineering firm, will update the Urban Water Management Plan (UWMP). The State has pushed the release of the UWMP scope and guidance document back to an undetermined 2021 date as of February 2020.

Cross-Connection Control Program (CCP): 1) Improve the customer service aspect of the CCP. The annual inspection provided by the City will include labor and common “consumable” materials needed when repairs are necessary in order for a unit to pass. Customers will remain responsible for the unit and other “hard” parts. 2) Improve system protection and compliance. The CCP Team will begin addressing deficiencies as they

find them. Customers with parcels that are not complaint will be brought into compliance at their expense.

This budget also includes converting one Water Distribution Operator III to a Water Systems Operator, as well as converting a split funded (75% WWTP and 25% Water) Laboratory Technician II to a Laboratory Technician III.

BUDGET DETAIL EXPENSES

557-1106	Water System			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
516.62-00	Stores Inventory Adjust	217	16,349	0	0	0	0
Other		217	16,349	0	0	0	0
531.01-00	Regular Salaries	1,632,779	1,714,863	2,077,947	2,129,689	2,072,691	2,072,691
531.03-00	Extra Help	0	57,386	0	0	0	0
531.04-01	Regular Overtime	83,604	90,815	83,402	74,565	72,569	72,569
531.04-04	Call Back Time Worked	12,756	17,929	21,360	21,947	21,360	21,360
531.10-02	Unused Sick Leave	1,762	1,505	1,852	1,903	1,852	1,852
531.10-05	Retirement PERS Classic	106,111	103,927	110,899	120,492	117,274	117,274
531.10-06	Social Security-OASDI	106,341	112,480	136,989	139,707	135,872	135,872
531.10-07	Social Security-Medicare	24,870	27,139	32,037	32,673	31,776	31,776
531.10-08	State Unemployment	0	0	0	2,770	2,770	2,770
531.10-10	Retirement-PERS New Membr	22,255	33,461	63,584	72,742	70,795	70,795
531.10-12	Workers Compensation	94,429	93,357	123,443	183,056	155,959	155,959
531.10-17	Stand By Pay	47,128	57,771	93,440	96,010	93,440	93,440
531.10-20	Earned Benefit	7,744	9,088	16,791	17,253	16,791	16,791
531.10-21	Bilingual Pay Program	184	439	600	1,200	1,404	1,404
531.10-23	Uniform Cleaning	7,541	8,781	9,698	9,091	9,091	9,091
531.10-27	PTS Plan FICA Alternative	0	747	0	0	0	0
531.10-33	Core Allowance	520,308	537,529	618,580	575,103	562,814	562,814
531.10-35	Post Employment Benefits	46,920	49,602	49,057	47,316	47,316	47,316
531.10-73	Retirement UAL Misc	202,949	242,068	282,076	313,393	315,408	315,408
Personnel Services		2,917,681	3,158,887	3,721,755	3,838,910	3,729,182	3,729,182
532.11-00	Utilities	1,398,083	1,460,429	1,491,735	1,637,499	1,637,499	1,637,499
532.12-00	Telephone	14,430	18,386	16,731	29,804	29,804	29,804
532.13-00	Postage	41,596	42,574	57,782	60,858	60,858	60,858
532.14-00	Advertising	39,420	43,721	45,500	45,500	45,500	45,500
532.16-00	Printing	12,884	12,901	18,449	18,772	18,772	18,772
532.17-00	Professional Services	600,474	747,285	1,072,851	1,232,948	1,232,948	1,232,948
532.18-00	Travel and Meetings	3,552	5,194	9,400	9,400	7,520	7,520
532.19-00	Mileage	458	244	1,000	1,000	1,000	1,000
532.20-00	Training Expense	7,818	21,684	21,327	25,127	20,102	20,102
532.21-00	Rents/Leases	1,520	1,520	23,840	23,912	23,912	23,912
532.23-00	Vehicle Operations/Maint	250,925	242,629	306,647	292,481	273,576	273,576
532.24-00	Memberships, Subscription	13,577	21,334	26,524	33,380	33,380	33,380
532.25-00	Maintenance Matls & Svcs	624,475	552,183	825,000	800,000	800,000	800,000
532.26-00	Other Equipment O & M	60,957	71,540	292,609	293,809	293,809	293,809
532.27-00	Small Tools	7,816	11,070	15,171	15,171	15,171	15,171
532.28-00	Safety Supplies	11,480	14,242	21,646	25,771	25,771	25,771
532.29-00	Other Materials Supplies	133,304	334,751	260,790	265,640	265,640	265,640
532.30-01	Dept Share of Insurance	114,187	100,799	88,461	129,180	141,905	141,905
532.32-00	Vehicle Replacement Fee	318,834	336,119	342,237	330,392	330,392	330,392
532.35-84	Retro Fee Expense	150	50	156	156	156	156
532.38-00	Support Services	124,297	204,814	233,231	205,034	188,544	188,544
532.45-00	Facilities Maint Charge	64,637	63,802	67,763	65,963	62,134	62,134
532.46-00	Computer Replacement Chrg	28,286	29,271	28,370	0	0	0
Supplies and Services		3,873,160	4,336,542	5,267,220	5,541,797	5,508,393	5,508,393
533.43-00	Machinery/Equipment	293	12,113	270,000	570,000	570,000	570,000
Property		293	12,113	270,000	570,000	570,000	570,000
534.91-01	Adm Exp-City Manager	99,171	132,213	109,788	125,656	123,730	123,730

BUDGET DETAIL EXPENSES

557-1106 Water System							
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
534.91-02	Adm Exp-City Attorney	26,365	27,993	33,839	31,081	28,776	28,776
534.91-03	Adm Exp-City Clerk	40,609	48,642	40,784	58,555	49,367	49,367
534.91-09	Adm Exp-Finance	263,705	330,148	282,462	351,316	342,292	342,292
534.91-10	Adm Exp-Purchasing	32,074	35,342	30,245	37,541	36,933	36,933
534.91-11	Adm Exp-Public Works	156,581	180,674	193,886	217,705	206,772	206,772
534.91-16	Adm Exp-City Council	27,192	31,909	26,517	32,544	31,293	31,293
Administrative		645,697	786,921	717,521	854,398	819,163	819,163
535.92-01	Interdept DSC-General Fnd	654,950	708,208	722,967	720,624	708,525	708,525
535.92-17	Interdept DSC-Develop Svc	470,930	492,590	453,377	528,436	512,713	512,713
535.92-29	Interdept DSC-Pub Works	99,409	110,393	95,215	117,101	114,440	114,440
535.92-53	Interdept DSC-Wastewater	159	218	226	300	293	293
535.92-72	Interdept DSC-Supprt Sr	83,827	57,423	62,292	64,952	63,475	63,475
Interdepartmental		1,309,275	1,368,832	1,334,077	1,431,413	1,399,446	1,399,446
633.64-00	Depreciation Expense	1,756,340	1,816,361	0	0	0	0
Property		1,756,340	1,816,361	0	0	0	0
637.65-00	Capital Imp. Projects	334,394	661,676	8,968,410	9,980,913	9,980,913	9,980,913
Capital Outlay		334,394	661,676	8,968,410	9,980,913	9,980,913	9,980,913
706.71-01	Principal-Bond Payment	0	0	430,000	455,000	455,000	455,000
706.72-01	Interest Bond Payment	128,615	112,367	99,600	82,100	82,100	82,100
706.73-01	Agent Fees-Bond Payment	1,650	1,800	2,500	2,500	2,500	2,500
Debt Services		130,265	114,167	532,100	539,600	539,600	539,600
918.93-20	Trsf-Downtown Maint (120)	37	37	37	37	37	37
918.93-43	Trsf-Davenport Ranch(143)	1,713	1,902	1,931	1,829	1,829	1,829
Other		1,750	1,939	1,968	1,866	1,866	1,866
948.93-63	Trsf-PCE CleanUp Cip(463)	250,000	250,000	250,000	250,000	250,000	250,000
Other		250,000	250,000	250,000	250,000	250,000	250,000
958.93-53	Trsf-Wastewater Sys (553)	11,918,327	0	0	0	0	0
Other		11,918,327	0	0	0	0	0
968.93-67	Trsf-Liability Ins. (667)	37,905	39,148	3,734	42,240	42,240	42,240
968.93-72	Trsf-Support Service(672)	0	107,111	126,585	68,161	68,161	68,161
Other		37,905	146,259	130,319	110,401	110,401	110,401
978.93-73	Trsf-SEC 115 Trust (773)	0	1,300,000	0	0	0	0
Other		0	1,300,000	0	0	0	0
**	Water System	23,175,304	13,970,046	21,193,370	23,119,298	22,908,964	22,908,964

WATER SYSTEM

- 11-00 Electrical service at water well sites and share of Corporation Yard utilities.
- 12-00 Includes cellular telephones, computer circuit lines, data service for laptops, and cellular modem for well sites.
- 13-00 Share of mailing utility billing, mail public notification of water quality violations, consumer confidence report, and general correspondence.
- 14-00 Water conservation advertising, publishing mandated Water Quality Notification, and translation services.
- 16-00 Public notification of water quality violations, share of utility billings, water conservation citations, and consumer confidence report.
- 17-00 Water tank cleaning & inspections, contract services for monitoring and reporting of PCE & MTBE, DMV physicals and license renewals, disposal of fluoride waste, landscape maintenance, share of Utility Billing services, MID standby fee, groundwater testing, meter reading/utility billing software service agreement, calibration of flow meters and backflow equipment, water system evaluation, lead sampling in schools, calibration for lab equipment, monthly lab DI water maintenance, CL17 and fluoride analyzer maintenance support, SCADA support, preventative maintenance on well site A/C, utility street cuts, weed abatement, ESRI agreement, 2020 Urban Water Management Update, and Risk Resilience Assessment and Emergency Response Plan per State statute.
- 18-00 Hotel and food for ongoing continuing education training.
- 19-00 Mileage reimbursement for after-hours call backs.
- 20-00 CEU training, leadership training, and training for Water Conservation Specialist and Cross Connection Control Specialist.
- 21-00 Security alarms for well sites and lease payment for storage of water supplies at Refuse container yard.

WATER SYSTEM (continued)

- 24-00 Underground Service Alert membership (USA), Mid-Valley Water Association, State Water Resource Control Board certifications, Northern California Backflow Association, Sun-Star subscription, and software subscription and license renewals.
- 25-00 Water distribution maintenance supplies, such as PVC pipe, fuses, couplings, stops (meter, corporation and curb), saddles, clamps, gate valves; fire hydrant supplies, including repairs due to damage from vehicle accidents; water meter/backflow assembly supplies; excavation and backfill materials; parts for automated meter equipment, cleaning for towels and mats, SWRCB water system permit fees, Merced County Health Permit to Operate permit fees, EPA Id Number Hazardous Waste Manifest permit fee, and SJVAPCD permit fees.
- 26-00 Well site maintenance supplies, such as bearings, valves, chemical injection pump & tubes, miscellaneous electric parts, etc., and well source assurity program (preventive maintenance).
- 27-00 Small tools, such as batteries, brooms, hammers, asphalt rake, saws, screwdrivers, shovels, wrenches, etc.
- 28-00 Personal Protective Equipment, such as safety boots, safety glasses/goggles (includes safety prescription glasses), leather gloves, ear protection, safety vests; Traffic Control materials, such as cones, barricades, signs, and traffic hand paddles; respirators, rain gear, USA marking paint, and lockout/tagout units.
- 29-00 Miscellaneous laboratory supplies for various water tests in accordance with State Department of Health Services; chemicals for water system, i.e. chlorine, fluoride; grease, paint, and oil.
- 43-00 Includes 300 hp variable frequency drive / water well pumping site replacement, factory rebuild of tapping machine, replacement of pneumatic large tapping machine, and "NO-DES" Neutral Output Discharge Elimination System Water Mainline flushing truck.

PCE CLEAN UP WATER CIPs
FUND NO. 463
ACCOUNT NO. 1154

PROGRAM

Accounts for capital projects related to PCE remediation.

BUDGET DETAIL EXPENSES

463-1154 PCE CIP							
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
637.65-00	Capital Imp. Projects	205,198	230,357	867,083	901,158	901,158	901,158
	Capital Outlay	205,198	230,357	867,083	901,158	901,158	901,158
**	PCE CIP	205,198	230,357	867,083	901,158	901,158	901,158

MTBE Settlement
FUND NO. 464
ACCOUNT NO. 1153

PROGRAM

Accounts for costs and capital projects related to MTBE remediation.

BUDGET DETAIL EXPENSES

464-1153 MTBE - CIP							
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
637.65-00	Capital Imp. Projects	0	0	1,651,289	1,686,688	1,686,688	1,686,688
	Capital Outlay	0	0	1,651,289	1,686,688	1,686,688	1,686,688
**	MTBE - CIP	0	0	1,651,289	1,686,688	1,686,688	1,686,688

**SEWER
AND
WASTEWATER**

WASTEWATER/SEWER SYSTEM

FUND NO. 553

ACCOUNT NO. 1107

DESCRIPTION

The Wastewater/Sewer Collection System Division is dedicated to protecting public health and the environment through the cost effective operation and maintenance of the Wastewater Collection System infrastructure consisting of over 261 miles of pipe ranging from 6 to 48 inches. The Wastewater Collection Division conveys wastewater from homes, businesses, institutions, and industry to the City of Merced Wastewater Treatment Facility.

MISSION

To provide a high quality and dependable wastewater collection service to ensure the health, safety, and economic vitality of our community.

GOALS

- ◇ Ensure completion of our annual comprehensive sewer line inspection, repair, and preventive maintenance program elements.
- ◇ Continue to explore the feasibility of implementing new procedures and technologies to enhance the efficiency and productivity of the division that will provide the highest level of customer service.
- ◇ Comply with the Sewer System Management Plan (SSMP) to reduce back-ups and have zero reportable overflows, as required by the State of California.
- ◇ Continue development of team members' skills.
- ◇ Meet all four aforementioned goals while remaining within the budget.
- ◇ Continue GIS integration of sewer assets with the use of iPads for live real time update.

OBJECTIVES

PERFORMANCE MEASUREMENTS/INDICATORS

1. Continue Sewer Main Inspection Program to identify deteriorating conditions.

Closed-circuit video and hydro-flush television inspections of 30 miles of mains annually.

WASTEWATER/SEWER SYSTEM

2. Ensure new sewer line construction meets City design standards and provide a benchmark for future line condition comparison.

Contractor will video all new sewer line construction. All new construction is video inspected and evaluated for compliance with the City standards by a City employee immediately after completion of the project. All inspection logs are recorded and a video log printout is submitted to Engineering/Inspection Services. Inspections will be performed within one week of notification from Inspection Services.
3. Continue to protect the environment and general public against sewage backups/overflows.

City to implement the state mandated Sewer System Management Plan (SSMP). Continue training in rapid response program with 24-hour response availability, as per the Emergency Spill Response Plan. In-house training to be conducted twice a year. Once a year, half of the crew will be sent to an outside vendor for training.
4. Support Sewer System Management Plan (SSMP) implementation to meet General Waste Discharge Requirements (GWDR).

Implement and monitor appropriate SSMP maintenance and operation program and reporting procedures. Reportable sanitary sewer overflows (SSOs) reported on monthly basis, or as required. Strive to keep reportable SSOs to zero.
5. Continue sewer line flushing to include tree root cutting and grease removal; flush all restaurant trunk lines on a regular scheduled comprehensive maintenance rotation.

Hydro-flush 300 miles of city mains biennially. Hydro-flush 31 sewer enhanced areas (restaurants/apartment complexes) monthly, 7 every other month, and one SEA quarterly. Grease and root buildup will be kept at a minimum resulting in maximum capacities to be maintained at all times.

WASTEWATER/SEWER SYSTEM

- | | |
|--|--|
| 6. Identify Capital Improvement Projects necessary to upgrade the City's aging sewer infrastructure. | Continue routine pipe main assessment, including video and visual inspection. Observations and documentation to catalog the sewer infrastructure and prioritize areas needing improvement. Observations would include offset joints, cracks, chips, deterioration, and overall condition.

Continue design and construction/rehabilitation of sewer projects on West Avenue, 12 th /13 th Street alley, and Gerard Avenue. |
| 7. Remove and replace Kibby Road sewer main between Gerard Avenue and Childs Avenue. | Remove and replace 1,200 feet of sewer main. Project to be completed by June 2021. |
| 8. Replace Orchard Lane sewer main between East Main Street and Crist Avenue. | Replace 700 feet of sewer main. Project to be completed by June 2021. |
| 9. Build geodatabase of assets to include attribute information for continued routine inspections and State reporting. | Sewer GIS data to be checked for accuracy. Current data is about 92% and planned inspections to improve accuracy by 3% in FY 2020/2021. |
| 10. Install emergency bypass pumping entry structures at various sewer lift stations. | Install an emergency bypass pumping entry structure at 9 sewer lift stations by June 2021. |

2020/2021 BUDGET HIGHLIGHTS

Staff will be pursuing a Wastewater Rate Study in FY 20/21 to re-examine rates that were approved in 2010.

Sewer System Management Plan (SSMP) adopted by Council requires more stringent legal authority, design provisions, operations and maintenance practices, and emergency over flow response and spill reporting procedures.

BUDGET DETAIL EXPENSES

553-1107	Wastewater/Sewers			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	677,807	769,512	929,536	940,115	914,954	914,954
531.04-01	Regular Overtime	33,419	33,686	41,817	29,325	28,540	28,540
531.04-04	Call Back Time Worked	8,682	9,064	9,919	13,218	12,864	12,864
531.10-02	Unused Sick Leave	1,566	134	138	142	138	138
531.10-05	Retirement PERS Classic	34,567	32,680	34,506	32,864	31,988	31,988
531.10-06	Social Security-OASDI	45,089	48,557	62,057	62,586	60,814	60,814
531.10-07	Social Security-Medicare	10,545	11,356	14,513	14,636	14,222	14,222
531.10-08	State Unemployment	0	10,432	0	0	0	0
531.10-10	Retirement-PERS New Membr	18,239	26,169	43,537	52,418	51,015	51,015
531.10-12	Workers Compensation	34,181	31,495	54,596	76,323	65,027	65,027
531.10-17	Stand By Pay	19,344	30,407	51,553	52,971	51,553	51,553
531.10-20	Earned Benefit	15,969	11,356	6,632	16,753	16,305	16,305
531.10-21	Bilingual Pay Program	1,198	1,525	1,200	1,200	1,398	1,398
531.10-23	Uniform Cleaning	3,344	5,078	6,033	5,248	5,248	5,248
531.10-33	Core Allowance	231,717	253,606	297,090	297,175	290,820	290,820
531.10-35	Post Employment Benefits	29,892	30,932	30,071	25,657	25,657	25,657
531.10-73	Retirement UAL Misc	80,361	104,848	126,182	138,342	139,231	139,231
Personnel Services		1,245,920	1,410,837	1,709,380	1,758,973	1,709,774	1,709,774
532.11-00	Utilities	8,630	8,957	13,821	11,576	11,576	11,576
532.12-00	Telephone	5,610	6,339	7,723	8,875	8,875	8,875
532.13-00	Postage	40,650	41,976	78,205	81,190	81,190	81,190
532.14-00	Advertising	4,999	8,000	750	9,000	9,000	9,000
532.16-00	Printing	9,385	8,270	35,889	36,202	36,202	36,202
532.17-00	Professional Services	16,426	12,406	181,244	180,546	180,546	180,546
532.18-00	Travel and Meetings	4,273	4,983	7,072	8,912	7,130	7,130
532.19-00	Mileage	307	357	500	550	550	550
532.20-00	Training Expense	5,556	14,768	9,800	10,740	8,592	8,592
532.21-00	Rents/Leases	3,969	3,143	7,960	7,960	7,960	7,960
532.23-00	Vehicle Operations/Maint	157,472	117,643	146,176	126,300	118,136	118,136
532.24-00	Memberships, Subscription	5,142	11,870	15,309	15,398	15,398	15,398
532.25-00	Maintenance Matls & Svcs	67,704	59,802	70,033	96,503	96,503	96,503
532.26-00	Other Equipment O & M	2,759	3,007	3,735	3,985	3,985	3,985
532.27-00	Small Tools	1,862	1,961	2,000	2,000	2,000	2,000
532.28-00	Safety Supplies	12,367	15,767	22,870	22,540	22,540	22,540
532.30-01	Dept Share of Insurance	295,561	224,278	183,347	278,370	289,033	289,033
532.32-00	Vehicle Replacement Fee	145,165	172,472	178,767	189,565	189,565	189,565
532.34-00	Contingency Reserve	0	0	10,400	10,400	10,400	10,400
532.38-00	Support Services	115,001	147,635	187,236	168,386	156,140	156,140
532.45-00	Facilities Maint Charge	44,466	43,905	46,556	39,911	38,275	38,275
532.46-00	Computer Replacement Chrg	1,329	1,887	4,465	0	0	0
Supplies and Services		915,781	909,426	1,213,858	1,308,909	1,293,596	1,293,596
533.43-00	Machinery/Equipment	44,283	59,196	126,279	115,000	115,000	115,000
Property		44,283	59,196	126,279	115,000	115,000	115,000
534.91-01	Adm Exp-City Manager	52,162	61,610	62,987	56,291	55,025	55,025
534.91-02	Adm Exp-City Attorney	13,868	13,045	19,414	13,924	12,797	12,797
534.91-03	Adm Exp-City Clerk	21,389	22,700	23,412	26,279	21,998	21,998
534.91-09	Adm Exp-Finance	138,703	153,845	162,054	157,381	152,223	152,223
534.91-10	Adm Exp-Purchasing	16,870	16,469	17,352	16,817	16,425	16,425
534.91-11	Adm Exp-Public Works	68,671	78,278	84,854	94,068	88,879	88,879
534.91-16	Adm Exp-City Council	14,302	14,869	15,213	14,579	13,917	13,917
Administrative		325,965	360,816	385,286	379,339	361,264	361,264

BUDGET DETAIL EXPENSES

553-1107 Wastewater/Sewers							
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
535.92-01	Interdept DSC-General Fnd	135,793	142,048	157,000	180,282	177,153	177,153
535.92-17	Interdept DSC-Develop Svc	446,632	441,446	431,960	470,280	455,926	455,926
535.92-29	Interdept DSC-Pub Works	52,993	59,027	55,721	57,726	56,409	56,409
535.92-72	Interdept DSC-Supprt Sr	543	839	839	839	839	839
	Interdepartmental	635,961	643,360	645,520	709,127	690,327	690,327
633.64-00	Depreciation Expense	725,649	712,044	0	0	0	0
	Property	725,649	712,044	0	0	0	0
637.65-00	Capital Imp. Projects	1,304,745	871,684	4,605,857	4,587,899	4,587,899	4,587,899
	Capital Outlay	1,304,745	871,684	4,605,857	4,587,899	4,587,899	4,587,899
706.71-01	Principal-Bond Payment	0	0	2,547,648	2,603,375	2,603,375	2,603,375
706.72-01	Interest Bond Payment	590,476	537,751	504,773	449,246	449,246	449,246
706.73-01	Agent Fees-Bond Payment	1,650	1,800	2,500	2,500	2,500	2,500
	Debt Services	592,126	539,551	3,054,921	3,055,121	3,055,121	3,055,121
968.93-72	Trsf-Support Service(672)	0	38,459	45,451	24,474	24,474	24,474
	Other	0	38,459	45,451	24,474	24,474	24,474
**	Wastewater/Sewers	5,790,430	5,545,373	11,786,552	11,938,842	11,837,455	11,837,455

WASTEWATER/SEWER SYSTEM

- 11-00 Share of Corp Yard electrical usage, water usage, natural gas usage, and refuse service.
- 12-00 Includes office and cellular telephones, and data service for laptops and iPads.
- 13-00 Includes a portion of utility billings postage and mailing for Prop 218 sewer rate changes.
- 14-00 Public education via radio and commercials.
- 16-00 Printing of vehicle safety checklists, utility billings, and Prop 218 sewer rate change.
- 17-00 Department of Motor Vehicles drivers' license physicals, GIS infrastructure maintenance, hepatitis shots, utility billing mailing service, monthly service for pump stations, share portion of IVR system, and Wastewater Rate Study.
- 18-00 Hotel, food, and mileage for ongoing continuing education training, safety training, and rigging and signaling training.
- 19-00 Mileage for after-hours call backs.
- 20-00 Sewer System Management Plan training, leadership training, safety training, and rigging and signaling training.
- 21-00 Concrete pouring equipment rental, mini-excavator rental, flood light rental, and lease payment for storage of sewer supplies at Refuse container yard.
- 23-00 Vehicle operations maintenance costs.
- 24-00 CWEA memberships, share of underground utility locating service (USA), certification renewals and testing fees, and software subscription and license renewals.

WASTEWATER/SEWER SYSTEM (continued)

- 25-00 Vac truck hoses and nozzles, concrete divider blocks, batteries, grease, oil, cement powder, landfill disposal charges, concrete, fill and plaster sand, and other street repair materials as required when streets are trenched for sewer-main repairs, USA marking paint, CDF crew for vegetation cleanup, and cleaning of towels and mats.
- 26-00 Repair and replacement on tools, calibration gas, POSM support, small miscellaneous supplies, and miscellaneous items for cell phones and ipads.
- 27-00 Small hand tools.
- 28-00 Safety boots, rain gear, PPE, tyvek suits, barricades, safety jackets, safety prescription glasses, first aid supplies, and heat protection and hydration.
- 43-00 Supplemental funds to upgrade 5yd dump truck, due for replacement (E-1071), to a 10yd dump truck. Purchase of Trio Vision Pipe Inspection System Camera for Pipepatch Van.

WASTEWATER TREATMENT FACILITY
FUND NO. 553
ACCOUNT NO. 1108

DESCRIPTION

The Wastewater Treatment Facility (WWTF) is recognized as the City of Merced's largest capital asset. Investment in this facility resulted in a treatment process that meets Title 22 drinking water quality standards for effluent and recycled water. In 2020 the WWTF treated 2.86 billion gallons of water, removed 6.45 million pounds of Biochemical Oxygen Demand (BOD) material, and 7.03 million pounds of Total Suspended Solids (TSS), while achieving 100% National Pollutant Discharge Elimination System (NPDES) permit compliance for the second year in a row. This superior level of treatment prevents pollution of our community's waterways and benefits downstream users.

MISSION

Provide and maintain the highest level of water quality achievable using instrumentation and analytical data to optimize control and improve process efficiencies with qualified, educated staff. To preserve, enhance, and restore the quality of our community's water resources for the protection of the environment, public health, and all beneficial uses.

GOALS

- Maintain compliance with the National Pollutant Discharge Elimination System (NPDES) permit and Waste Discharge Requirements (WDR).
- Operate and maintain facilities in a safe, efficient, and professional environment.
- Research new technologies to improve efficiency and control future expenses necessary to maintain compliance.
- Provide employee training to promote staff knowledge and maintain required certifications.
- Maintenance goals are to provide support of the Wastewater Treatment process in the fields of Mechanical, Electrical, and Instrumentation repair and service. Ensure that Plant and Lift Station equipment is routinely maintained and is available for peak performance.
- Continue developing the laboratory programs to meet upcoming regulation of the National Environmental Program, TNI. Full implementation is required by 2023.

WASTEWATER TREATMENT FACILITY

- Provide regulatory certified laboratory results for operational control and monthly compliance with the State under Title 22, 40 CFR, and NPDES requirements.

OBJECTIVES	PERFORMANCE MEASUREMENT/INDICATORS
1. Execute process control benchmarks to maintain compliance.	Produce exceptional water quality that results in 100% effluent compliance with National Pollutant Discharge Elimination System (NPDES) discharge limitations.
2. NPDES Permit Renewal	Review and comment on draft NPDES permit. Once adopted, review and coordinate changes in monitoring and reporting requirements to maintain compliance.
3. Prepare for plant expansion due to population growth and regulatory requirements.	Coordinate with engineers to determine the most critical path to sustain treatment compliance of water and biosolids.
4. Provide in-house and external training opportunities.	Seek out private consultants and manufacturers to provide ongoing, technical training; exposure to professional organizations to promote educational opportunities.
5. Support current sewer lift station operation and oversee construction of new sites.	Continue to operate and maintain sewer lift stations efficiently, while maintaining 100% compliance. Replace aging dry well/wet well stations with safer submersible pump stations.
6. Review new and current methods of maintenance support for Operations.	Provide training tools to practice and learn new procedures to develop journeyman level equipment support.

WASTEWATER TREATMENT FACILITY

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| 7. Provide Laboratory support to Water and Wastewater Divisions. | Maintain all necessary elements to satisfy Environmental Laboratory Accreditations Program (ELAP) and certifications. This includes four fields of testing for inorganic chemicals and microbiology for both drinking water and wastewater.

Maintain equipment calibration and upgrades to improve efficiency for handling a larger number of water and wastewater samples. |
| 8. Participate in proficiency testing annually. | Implement Laboratory Information Management System (LIMS). |
| 9. Continue transition of laboratory accreditation from Environmental Laboratory Accreditation (ELAP) to National Environmental Laboratory Accreditation Conference (NELAC). | Use a laboratory information management system that helps manage and track lab results for compliance audit and monthly reports. Invest in staff training to be able to use the new system.

Plan for increased administrative load to support mandatory documentation of records.

Budget for increasing ELAP certification requirements.

Contract an Onsite Assessment (OSA) per a new NELAC requirement. |
| 10. Develop and support reduce, recycled, and reuse efforts. | Provide recycled water for land application irrigation and the wildlife management area. |

2020/2021 BUDGET HIGHLIGHTS

Continue design efforts for future plant expansion to 20 MGD. Assess the replacement of other failing lift stations, upgrading to a wet well style pump station. Maintaining critical process equipment, such as centrifuge balancing and blower preventive maintenance.

BUDGET DETAIL EXPENSES

553-1108 Wastewater Treatmnt Plant							
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
531.01-00	Regular Salaries	1,340,153	1,402,432	1,772,506	1,863,269	1,809,653	1,809,653
531.03-00	Extra Help	334	0	0	0	0	0
531.04-01	Regular Overtime	9,901	14,166	13,065	14,086	13,709	13,709
531.04-04	Call Back Time Worked	4,701	2,719	4,055	4,167	4,055	4,055
531.10-01	Holiday Pay	4,928	6,495	5,579	6,681	6,502	6,502
531.10-02	Unused Sick Leave	1,961	2,010	2,061	2,118	2,061	2,061
531.10-05	Retirement PERS Classic	96,536	89,515	95,840	108,459	105,562	105,562
531.10-06	Social Security-OASDI	87,913	91,044	114,362	119,928	116,469	116,469
531.10-07	Social Security-Medicare	20,565	21,292	26,746	28,048	27,239	27,239
531.10-10	Retirement-PERS New Membr	8,289	23,485	53,397	61,151	59,175	59,175
531.10-12	Workers Compensation	49,746	47,013	69,145	126,068	107,409	107,409
531.10-17	Stand By Pay	62,258	64,432	65,600	67,404	65,600	65,600
531.10-20	Earned Benefit	35,785	20,394	30,735	31,580	30,735	30,735
531.10-21	Bilingual Pay Program	0	0	0	1,200	1,200	1,200
531.10-23	Uniform Cleaning	4,093	4,693	5,292	4,752	4,752	4,752
531.10-27	PTS Plan FICA Alternative	4	0	0	0	0	0
531.10-33	Core Allowance	369,287	360,134	418,829	449,954	440,339	440,339
531.10-35	Post Employment Benefits	29,252	29,524	32,793	33,280	33,280	33,280
531.10-73	Retirement UAL Misc	170,517	203,268	240,613	274,188	275,380	275,380
Personnel Services		2,296,223	2,382,616	2,950,618	3,196,333	3,103,120	3,103,120
532.11-00	Utilities	1,007,945	981,686	1,173,907	1,122,945	1,122,945	1,122,945
532.12-00	Telephone	12,593	15,051	16,293	14,865	14,865	14,865
532.13-00	Postage	4,625	4,456	5,118	5,180	5,180	5,180
532.14-00	Advertising	9,561	9,990	1,450	10,000	10,000	10,000
532.16-00	Printing	42	3	80	80	80	80
532.17-00	Professional Services	273,213	455,050	699,860	710,983	710,983	710,983
532.18-00	Travel and Meetings	2,516	8,652	13,445	13,445	10,756	10,756
532.19-00	Mileage	855	1,161	1,040	1,500	1,500	1,500
532.20-00	Training Expense	1,395	20,831	14,155	14,155	11,324	11,324
532.21-00	Rents/Leases	8,563	8,630	14,645	13,853	13,853	13,853
532.23-00	Vehicle Operations/Maint	82,928	84,684	88,791	64,489	60,320	60,320
532.24-00	Memberships, Subscription	31,617	30,005	36,512	39,506	39,506	39,506
532.25-00	Maintenance Matls & Svcs	168,531	230,246	314,840	287,609	287,609	287,609
532.26-00	Other Equipment O & M	192,214	276,878	419,400	478,700	478,700	478,700
532.28-00	Safety Supplies	5,803	17,154	8,900	10,100	10,100	10,100
532.29-00	Other Materials Supplies	399,989	509,120	779,701	921,936	921,936	921,936
532.30-01	Dept Share of Insurance	107,205	101,060	96,836	148,580	163,722	163,722
532.32-00	Vehicle Replacement Fee	90,448	100,861	105,831	115,778	115,778	115,778
532.34-00	Contingency Reserve	0	0	62,400	62,400	62,400	62,400
532.35-84	Retro Fee Expense	0	50	416	416	416	416
532.38-00	Support Services	157,811	181,856	223,660	193,210	178,138	178,138
532.45-00	Facilities Maint Charge	124,465	120,686	129,142	130,627	125,733	125,733
532.46-00	Computer Replacement Chrg	14,507	14,243	18,926	0	0	0
Supplies and Services		2,696,826	3,172,353	4,225,348	4,360,357	4,345,844	4,345,844
533.43-00	Machinery/Equipment	76,288	23,962	274,600	10,000	10,000	10,000
Property		76,288	23,962	274,600	10,000	10,000	10,000
534.91-01	Adm Exp-City Manager	66,246	82,563	79,906	80,439	79,492	79,492
534.91-02	Adm Exp-City Attorney	17,612	17,481	24,629	19,897	18,487	18,487
534.91-03	Adm Exp-City Clerk	27,080	30,333	29,643	37,414	31,653	31,653
534.91-09	Adm Exp-Finance	176,156	206,168	205,582	224,895	219,910	219,910
534.91-10	Adm Exp-Purchasing	21,425	22,070	22,013	24,032	23,728	23,728

BUDGET DETAIL EXPENSES

553-1108 Wastewater Treatmnt Plant							
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
534.91-11	Adm Exp-Public Works	116,625	131,385	144,327	157,622	149,989	149,989
534.91-16	Adm Exp-City Council	18,164	19,926	19,300	20,833	20,105	20,105
	Administrative	443,308	509,926	525,400	565,132	543,364	543,364
535.92-01	Interdept DSC-General Fnd	145,551	153,238	144,731	146,889	137,909	137,909
535.92-29	Interdept DSC-Pub Works	20,308	21,922	22,465	26,411	25,812	25,812
535.92-72	Interdept DSC-Supprt Sr	60,651	41,470	45,217	48,127	47,027	47,027
	Interdepartmental	226,510	216,630	212,413	221,427	210,748	210,748
633.64-00	Depreciation Expense	644,552	695,511	0	0	0	0
	Property	644,552	695,511	0	0	0	0
637.65-00	Capital Imp. Projects	673,190	522,921	12,262,821	11,294,254	11,294,254	11,294,254
	Capital Outlay	673,190	522,921	12,262,821	11,294,254	11,294,254	11,294,254
968.93-72	Trsf-Support Service(672)	0	77,234	91,277	49,149	49,149	49,149
	Other	0	77,234	91,277	49,149	49,149	49,149
**	Wastewater Treatmnt Plant	7,056,897	7,601,153	20,542,477	19,696,652	19,556,479	19,556,479

WASTEWATER TREATMENT FACILITY

- 11-00 Includes electrical service for the WWTP buildings, PG&E street lights on WWTF property, and sewer lift stations; refuse containers for headworks and septic receiving station.
- 12-00 Includes office telephones, cellular phones, alarm lines for sewer lift stations, data service for laptops, rental of AT&T telephone poles for fiber optic cable, and cellular modems for sewer lift stations and septic receiving station.
- 13-00 Freight charges to send equipment to vendors for repair; postage to mail monthly septic hauler statements and various state correspondence.
- 14-00 Public education via radio and TV commercials.
- 16-00 Printing of business cards and brochures.
- 17-00 Analysis & toxicity reduction evaluations; annual calibration of lab scales and process instruments; Bloss Ranch County taxes; contract lab services, such as bioassay testing, sludge analysis; chemical oxygen demand residue waste; ELAP certification & accreditation; emergency generator maintenance; electronic infrared thermo inspections; electronic systems maintenance; grounds maintenance; HVAC maintenance; lab DI water service agreement; maintenance mechanical support; MID stand-by fees; multi-smart SCADA monitoring fees; parts washer cleaner; SCADA licensing, programming, and service maintenance; loading & hauling biosolids; wastewater study; arc flash testing; landscape maintenance; engineering studies per the new NPDES permit: salinity evaluation & minimization plan and constituent study for inden(1,23-CD)pyrene & dibenzo(a,h)anthracene; and laboratory TNI audit.
- 18-00 Hotel and food for training and conferences.
- 19-00 Mileage for after-hours call backs.
- 20-00 Tech training for PLC & Pump maintenance; CWEA training and conferences; WEFTEC conference.

WASTEWATER TREATMENT FACILITY (continued)

- 21-00 Alarm service for lift stations and WWTP facilities, copier service maintenance, crane rental, man-lift rental, and rental of portable toilet for volunteer program at Wildlife Management Area.
- 23-00 Vehicle operations maintenance costs.
- 24-00 Wastewater Operator State license renewals; Water Environment Federation (WEF) membership; CWEA operator, lab, biosolids management, and mechanical technical/instrumentation certificate renewals; Central Valley Clean Water Association membership; California Association of Sanitation Agencies membership; agricultural permit renewal; lab and WWTF reference books; pesticide applicator certificate, and software license renewals.
- 25-00 Painting and plumbing supplies for treatment plant; hoses;; SCADA server quarterly maintenance hardware and network core switches; diesel fuel; pump replacement; materials, such as metal & pvc pipes, racks, oil, surge suppressors, valve vault installation for plant water, etc., NPDES permit fees, SJVAPCD permit fees, Merced County Health Permit to Operate permit fees, EPA Id Number Hazardous Waste Generation permit fee, Cal-OSHA Hwy 59 lift station elevator permit fee, and cleaning of towels and mats.
- 26-00 Digester gas scrubber media; maintenance of aeration blowers, including rotorks replacement; misc. laboratory equipment; lift station equipment; repairing & replacing instruments, sensors, and meters; rebuilding of pumps; plant supplies, such as drive belts, air filters, nuts & bolts, valves, etc.; generator membrane roof; lift station rail project; solids handling equipment repair, including centrifuge #1 scroll rebuild, and UV lamps and associated items.
- 28-00 Safety jackets, safety boots, rain gear, PPE, and safety prescription glasses.
- 29-00 Laboratory supplies & chemicals, such as ferric chloride and polymer.
- 34-00 Contingency reserve for emergency operations.
- 43-00 Laboratory BOD incubator.

Water Quality Control
FUND NO. 553
ACCOUNT NO. 1109

DESCRIPTION

The Water Quality Control Division (WQCD) provides the programs necessary to adequately protect the Publicly-Owned Treatment Works (POTW), the City of Merced employees, the community, and the surrounding environment through monitoring and regulation of discharges to the sanitary sewer and storm drain systems.

MISSION

To protect the POTW, employees, the public, and the environment through coordinating and implementing wastewater and storm water pollution control programs, as required by Federal and State laws through City ordinance. To ensure compliance of these laws by the City of Merced, its residents, and dischargers regulated by the City.

GOALS

- Ensure compliance with the National Pollutant Discharge Elimination System (NPDES) permit discharge requirements for the Wastewater Treatment Plant (WWTP) through a monitoring and reporting program.
- Monitoring the quality of industrial discharges to the POTW by the implementation of the Industrial Pretreatment (IPT) program which includes permitting, monitoring, inspecting, and reporting.
- Work with the Merced County Division of Environmental Health (MCHD) to ensure compliance of septic waste haulers through permitting and monitoring of discharges to the WWTP.
- Continue permitting, monitoring, inspecting, and reporting Food Service Establishments (FSEs) under the Fats, Oils and Grease (FOG) General Wastewater Discharge Permit requirements.
- Maintain the Municipal Separate Storm Sewer System (MS4) Phase II permit program through interdepartmental coordination, implementation of Best Management Practices (BMPs), training, monitoring, and reporting.
- Provide public education and outreach of pollution prevention programs to promote the local FOG ordinance and fulfill MS4 requirements.

WATER QUALITY CONTROL DIVISION

OBJECTIVES

PERFORMANCE MEASUREMENTS/INDICATORS

- | | |
|--|--|
| 1. WWTP compliance monitoring and reporting per the NPDES permit requirements. | Complete and submit monthly, quarterly, semi-annual, and annual discharge monitoring reports to the Regional Water Quality Control Board (RWQCB) and the Environmental Protection Agency (EPA) via the California Integrated Water Quality System (CIWQS). Receive, implement, and coordinate compliance measures of the new 5-year NPDES permit requirements. |
| 2. Operate EPA approved IPT Program per the Merced Municipal Code (MMC) and Federal Regulations 40 CFR 403. | Annually review EPA pretreatment program regulations and apply any changes or corrections to the program. Permit, inspect, monitor, and report on new and existing industrial dischargers. Complete and submit quarterly and annual IPT reports to the EPA, State Water Resources Control Board (SWRCB), and CIWQS. |
| 3. Enforce the FOG Program general wastewater discharge permit requirements per Merced Municipal Code 15.30. | Permit new and existing Food Service Establishment (FSE) wastewater dischargers. Enforce FOG ordinance kitchen BMP requirements and grease interceptor maintenance to minimize the introduction of fats, oils, and grease into the sanitary sewer system. |

WATER QUALITY CONTROL DIVISION

4. Continue SWRCB MS4 Phase II permit requirements.

Coordinate with all City of Merced departments to assure proper monitoring, BMP implementation, and documentation for storm water pollution prevention measures. Complete and submit annual reports and other required submittals to the Water Board via the Storm water Multiple Applications and Report Tracking System (SMARTS). Annual On-Land Visual Trash Assessments for Priority Land Use areas. Implement the SWRCB approved Quality Assurance Project Plan and Monitoring Implementation Plan, which includes sampling of receiving waters. Continue education and outreach requirements.
5. Support Collections Division in meeting General Waste Discharge requirements (WDR) regulated by the SWRCB.

Enforcement of the FOG and IPT program requirements, investigation of incidents that affect the sewer and storm drain systems, and public outreach campaigns (i.e. Don't flush "flushable wipes" and Stop the FOG before it's a Clog).
6. Continue groundwater monitoring program through well application, permitting, and inspection processes per CA State Standards and the MMC on well installations and destructions.

Review and process well permit applications for well installations, destructions, and soil borings. Perform grout inspections and obtain reports from remediation sites for historical archives.
7. Ensure septic hauler business operational compliance with MCHD requirements and the Merced Municipal Code.

Work with MCHD in the septic hauler waste discharge permit process and monitor waste discharges through periodic sampling events.

WATER QUALITY CONTROL DIVISION

2020/2021 BUDGET HIGHLIGHTS

The NPDES permit requires personnel to continue monthly, quarterly, semi-annual, and annual sampling, monitoring, and reporting.

The IPT Program is sustained by current rates and WQCD staff annually performs a cost analysis for current and new industries that operate and discharge within City limits.

The FOG Program requires personnel to monitor, enforce, permit, and inspect new and existing Food Service Establishments for proper handling and disposal of cooking waste. The WQCD will continue to develop and use GIS based software to execute the program efficiently.

WQCD personnel will continue to endeavor and meet the requirements of the State unfunded mandates regarding the Municipal Separate Storm Sewer System (MS4) Phase II Permit requirements for the Trash Provision and Quality Assurance Project, Monitoring Plans, and required sampling of receiving waters.

Pollution Prevention Programs that fall under the Water Quality Control Division, such as the Fats, Oils, and Grease (FOG) Program and MS4 Storm Water Phase II permit, require public outreach and education to the citizens and businesses of Merced. Staff will continue efforts to provide effective Public Outreach as part the programs. The new trash provisions by the State require increased outreach and education which will significantly impact personnel and budget.

BUDGET DETAIL EXPENSES

553-1109	Environmental Control						
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
531.01-00	Regular Salaries	247,005	267,214	331,779	337,708	328,669	328,669
531.03-00	Extra Help	684	2,388	6,702	0	0	0
531.04-01	Regular Overtime	1,174	2,694	5,972	5,423	5,278	5,278
531.10-02	Unused Sick Leave	261	268	275	283	275	275
531.10-05	Retirement PERS Classic	16,709	15,667	16,799	15,281	14,873	14,873
531.10-06	Social Security-OASDI	14,950	16,280	20,401	20,884	20,311	20,311
531.10-07	Social Security-Medicare	3,506	3,842	4,868	4,884	4,750	4,750
531.10-08	State Unemployment	0	1,734	9,982	0	0	0
531.10-10	Retirement-PERS New Membr	2,423	5,299	11,011	15,311	14,901	14,901
531.10-12	Workers Compensation	2,120	2,633	3,298	4,135	3,524	3,524
531.10-17	Stand By Pay	0	39	0	0	0	0
531.10-20	Earned Benefit	919	1,012	1,660	2,816	2,741	2,741
531.10-27	PTS Plan FICA Alternative	9	31	87	0	0	0
531.10-33	Core Allowance	73,138	83,376	79,308	90,970	89,022	89,022
531.10-35	Post Employment Benefits	9,862	10,434	10,147	10,397	10,397	10,397
531.10-73	Retirement UAL Misc	26,168	37,285	45,038	49,695	50,015	50,015
Personnel Services		398,928	450,196	547,327	557,787	544,756	544,756
532.12-00	Telephone	3,384	3,622	5,071	3,955	3,955	3,955
532.13-00	Postage	560	763	1,034	800	800	800
532.14-00	Advertising	5,457	431	350	2,800	2,800	2,800
532.16-00	Printing	714	61	1,000	1,000	1,000	1,000
532.17-00	Professional Services	13,157	22,330	69,192	56,500	56,500	56,500
532.18-00	Travel and Meetings	3,336	2,806	7,330	10,420	8,336	8,336
532.20-00	Training Expense	3,522	2,601	6,364	5,224	4,179	4,179
532.21-00	Rents/Leases	973	938	1,705	1,705	1,705	1,705
532.23-00	Vehicle Operations/Maint	6,607	9,787	9,960	6,070	5,677	5,677
532.24-00	Memberships, Subscription	3,193	3,117	5,302	6,240	6,240	6,240
532.25-00	Maintenance Matls & Svcs	716	499	750	797	797	797
532.26-00	Other Equipment O & M	2,448	1,975	1,600	1,900	1,900	1,900
532.27-00	Small Tools	71	217	250	250	250	250
532.28-00	Safety Supplies	817	1,435	1,928	1,808	1,808	1,808
532.29-00	Other Materials Supplies	2,866	2,970	1,620	1,720	1,720	1,720
532.30-01	Dept Share of Insurance	10,402	10,409	8,638	11,771	13,273	13,273
532.32-00	Vehicle Replacement Fee	10,204	11,163	11,163	14,623	14,623	14,623
532.35-84	Retro Fee Expense	0	50	100	100	100	100
532.38-00	Support Services	17,449	22,023	22,756	21,358	19,365	19,365
532.45-00	Facilities Maint Charge	12,143	12,170	12,968	13,803	13,357	13,357
532.46-00	Computer Replacement Chrg	1,137	833	843	0	0	0
Supplies and Services		99,156	110,200	169,924	162,844	158,385	158,385
534.91-01	Adm Exp-City Manager	9,214	10,959	11,355	13,125	12,861	12,861
534.91-02	Adm Exp-City Attorney	2,450	2,320	3,500	3,246	2,991	2,991
534.91-03	Adm Exp-City Clerk	3,766	4,026	4,212	6,105	5,121	5,121
534.91-09	Adm Exp-Finance	24,500	27,365	29,214	36,695	35,580	35,580
534.91-10	Adm Exp-Purchasing	2,980	2,929	3,128	3,921	3,839	3,839
534.91-11	Adm Exp-Public Works	15,315	20,494	22,223	24,297	23,099	23,099
534.91-16	Adm Exp-City Council	2,526	2,645	2,743	3,399	3,253	3,253
Administrative		60,751	70,738	76,375	90,788	86,744	86,744
535.92-29	Interdept DSC-Pub Works	6,762	8,375	7,762	10,768	7,863	7,863
535.92-72	Interdept DSC-Supprt Sr	0	0	0	0	2,659	2,659
Interdepartmental		6,762	8,375	7,762	10,768	10,522	10,522

BUDGET DETAIL EXPENSES

553-1109	Environmental Control			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
633.64-00	Depreciation Expense	3,698	3,534	0	0	0	0
	Property	3,698	3,534	0	0	0	0
968.93-72	Trsf-Support Service(672)	0	7,050	8,332	4,486	4,486	4,486
	Other	0	7,050	8,332	4,486	4,486	4,486
**	Environmental Control	569,295	650,093	809,720	826,673	804,893	804,893

Water Quality Control Division

- 13-00 Mailing of certified correspondence, regular correspondence, contracts, laboratory samples, etc.
- 14-00 Annual public notification for significant violators, public outreach supplies.
- 16-00 Public education brochures, maps, community outreach flyers for EPA pollution prevention, dental amalgam, Fats Oils & Grease, Storm Water, and Trash Amendment.
- 17-00 Scheduled compliance sampling of industries, consulting services MS4 Phase II (year 5) requirements, local limits review, MS4 monitoring of receiving water & outfalls and MS4 pyrethroid monitoring.
- 18-00 Hotel, food, and mileage for continuing education training.
- 20-00 California Water Environmental Association (CWEA) and California Storm Water Quality Association (CASQA), continual compliance training and education required to maintain certifications.
- 23-00 Vehicle operations maintenance costs.
- 24-00 CWEA, CASQA, and NPDES certification renewals, testing fees, and various memberships; software subscriptions and license renewals
- 25-00 Uniform Shirts allowance and floor mat cleaning.
- 26-00 Operation and maintenance of parts and accessories for field analyzers; repair and replacement for samplers.
- 27-00 Miscellaneous field supplies.
- 28-00 Personal Protection Equipment (PPE) including safety boots, safety jackets, safety glasses, hairnets, bug repellent spray, sunscreen, and nitrile gloves.
- 29-00 Miscellaneous laboratory supplies, miscellaneous sampling supplies, CO2 tank refills, ISCO Sampler repairs and replacement parts, pH meters, water delivery.

STORM DRAINS
FUND NO. 553
ACCOUNT NO. 1114

DESCRIPTION

The Wastewater Collection Department operates and maintains the City's storm drainage collection system. The storm drainage collection system consists of approximately 130 miles of underground storm drain lines, underground storage pipes, and 33 detention ponds totaling 144 acres. The crew maintains 2,970 storm drain catch basins and 58 storm drain pump stations, along with associated basins, drain inlets, and discharge lines. The system is designed to reduce flooding in the community.

MISSION

To protect storm drain infrastructures through maintenance and repair, as required by federal and state laws through City Ordinance, Municipal Separate Storm Sewer Systems (MS4), and the National Pollutant Discharge Elimination System (NPDES).

GOALS

- ◇ Comprehensive storm drain inspection, repair, and the preventative maintenance program are maintained in accordance with NPDES and MS4 storm water permit objectives.
- ◇ Continue to explore the feasibility of implementing new procedures and technologies to enhance the efficiency and productivity of the division that will provide the highest level of customer service.
- ◇ Continue storm drain main line CCTV inspection program to identify deteriorating conditions, including storm drain mains, laterals, and culverts using closed-circuit video and hydro-flush television equipment.
- ◇ Continued GIS integration of storm assets with the use of iPads for live real time update.

STORM DRAINS

OBJECTIVES

PERFORMANCE MEASUREMENTS/INDICATORS

- | | |
|---|--|
| 1. Hydro-flush and clean storm drain system, as identified by the inspection program. | Hydro-flush 10 miles of city mains annually and 42 enhanced areas as needed. Grit, debris, and root buildup will be kept to a minimum, resulting in maximum flow capacities to be maintained at all times. |
| 2. Maintain storm drain catch basins. | <p>Clean and assess a minimum of 1,500 storm drain catch basins annually. Clean and assess 42 storm catch basins in enhanced areas, and prepare for major storm events.</p> <p>Monitor storm water basins, being extra vigilant through leaf collection season (November through January) to ensure leaves and debris will not be allowed to accumulate at storm drain catch basins, which would result in water backing up in city streets or private property.</p> |
| 3. Ensure weed control is maintained around all storm drain sites, including retention basins, drainage ditches, roads, and pump sites. | <p>Herbicide applied as needed (3" maximum growth); thereby, mitigating weed growth. Excessive growth is removed before becoming a fire hazard and inhibiting free flow of storm water.</p> <p>Staying within MS4 guidelines, preventing application of chemicals during irrigation or within 48 hours of predicted rainfall with greater than 50% probability, as predicted by NOAA.</p> <p>Develop and implement a program to prevent or reduce the amount of pollutant runoff from storm drain operations through implementation of best management practices (BMPs).</p> |

STORM DRAINS

4. Maintain storm water system pumps and valves in an appropriate state of readiness.

Implement and monitor preventative maintenance and operation of 114 storm pumps and valves; thereby, reducing the risk of pump and valve malfunctions.

5. Implement control program for West Nile Virus.

33 storm ponds shall be pumped down immediately following a storm event, not allowing for any standing water to settle into storm pond basins. Standing water and/or debris is removed from the storm drain catch basins and bubble-ups. Potential breeding sites are removed, which in turn will control the outbreak of West Nile Virus.

Coordinate mosquito control and West Nile Virus efforts with Merced County Mosquito Abatement District. Mosquito Abatement District shall implement their annual aldosid and vecto-lex monthly pellet applications from May through October. Applications are scheduled to avoid overlap with the City's 21 storm drain catch basin cleaning areas.

6. Support City Engineer in the implementation of Storm Water Management Program (SWMP) to meet Phase II NPDES permit requirements.

Track program success through the use of performance indicators such as: public education and outreach, public involvement, Illicit Discharge Detection and Eliminations (IDDE); construction site run off control; post-construction run off control; and pollution prevention/good housekeeping contained within the SWMP.

STORM DRAINS

7. Ensure new storm drain line construction meets City design standards and provide a benchmark for future line condition comparison.

Contractor will video all new storm drain line construction. All new construction is video inspected and evaluated for compliance with City standards by a City employee immediately after completion of the project. All inspection logs are recorded and a video log printout is submitted to Engineering/Inspection Services. Inspections will be performed within one week of notification from Inspection Services.

8. Identify Capital Improvement Projects necessary to upgrade the City's aging storm drain infrastructure.

Continue routine pipe assessment, including video and visual inspection observations and documentation to catalog the storm drain infrastructure and prioritize areas needing improvements. Observations will include offset joints, cracks, chips, root intrusion, and overall condition.

Continue design and construction of project to remove and replace Black Rascal Creek culvert at Cherokee Avenue.

9. Service for Community Facility Districts (CFD) and Maintenance Districts (MD).

Service for CFD's and MD's that are not fully developed or funded continues to be a challenge. Storm drain basin weed control and storm drainage cleaning will not be as frequent in these areas. Pumps will be maintained with available funding. Only excessive growth will be removed as needed to reduce fire hazard and allow free flow of storm water. Herbicide will be applied before excessive weed growth occurs, and storm drainage cleaning will be done while rotating through the City's designated areas one through twenty one. Maintain spraying events within MS4 guidelines.

STORM DRAINS

- | | |
|---|--|
| 10. Implement appropriate BMPs for preventing or reducing the amount of storm water pollution generated. | Track BMP success through the use of performance indicators such as: evaluation of pesticides, herbicides, and fertilizers use; rodent and subsequent erosion control; installation of trash racks and filtration separation drainage systems. |
| 11. Build geodatabase of assets to include attribute information for continued routine inspections and state reporting. | Storm Drain GIS data to be checked for accuracy. Current data is approximately 70% and planned inspections improve accuracy by 5% in FY 2020/2021. |

2020/2021 BUDGET HIGHLIGHTS

Critical maintenance for storm drainage facilities, implementation of the Storm Water Management Plan (SWMP), and compliance with the MS4 National Pollutant Discharge Elimination System (NPDES) Phase II Permit. The Municipal Separate Storm Sewer Systems (MS4) permit and requirements will have significant impact on expenditures.

Update deteriorating infrastructure to current engineering standards and meeting MS4 goals.

Implement an online database to document the maintenance and historical data of the storm drain system.

BUDGET DETAIL EXPENSES

553-1114	Storm Drains						
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
531.01-00	Regular Salaries	71,259	85,233	183,670	193,483	188,305	188,305
531.04-01	Regular Overtime	7,574	3,923	7,146	5,732	5,579	5,579
531.04-04	Call Back Time Worked	2,011	1,778	5,714	5,871	5,714	5,714
531.10-02	Unused Sick Leave	131	134	138	142	138	138
531.10-05	Retirement PERS Classic	1,804	1,899	2,036	2,260	2,200	2,200
531.10-06	Social Security-OASDI	4,971	5,639	12,479	12,956	12,601	12,601
531.10-07	Social Security-Medicare	1,163	1,319	2,919	3,030	2,947	2,947
531.10-10	Retirement-PERS New Membr	3,745	4,924	13,363	15,271	14,862	14,862
531.10-12	Workers Compensation	6,159	6,516	8,841	12,078	10,291	10,291
531.10-17	Stand By Pay	1,357	2,401	6,149	6,318	6,149	6,149
531.10-20	Earned Benefit	913	1,128	2,211	2,272	2,211	2,211
531.10-23	Uniform Cleaning	208	330	1,074	456	456	456
531.10-33	Core Allowance	46,468	45,004	71,829	57,753	56,520	56,520
531.10-73	Retirement UAL Misc	15,103	19,229	24,933	28,469	28,655	28,655
Personnel Services		162,866	179,457	342,502	346,091	336,628	336,628
532.11-00	Utilities	40,607	58,821	49,783	59,827	59,827	59,827
532.12-00	Telephone	473	538	1,203	914	914	914
532.14-00	Advertising	5,000	5,080	750	5,000	5,000	5,000
532.17-00	Professional Services	170,702	86,303	279,005	206,052	206,052	206,052
532.18-00	Travel and Meetings	955	423	3,315	3,545	2,836	2,836
532.19-00	Mileage	24	13	300	300	300	300
532.20-00	Training Expense	981	1,619	5,325	5,100	4,080	4,080
532.21-00	Rents/Leases	8,232	3,534	18,295	6,931	6,931	6,931
532.23-00	Vehicle Operations/Maint	39,865	13,429	12,970	9,814	9,180	9,180
532.24-00	Memberships, Subscription	265	785	1,609	2,283	2,283	2,283
532.25-00	Maintenance Matls & Svcs	77,574	126,035	115,670	242,360	242,360	242,360
532.26-00	Other Equipment O & M	9,599	4,519	4,750	4,900	4,900	4,900
532.28-00	Safety Supplies	3,790	5,609	8,680	11,625	11,625	11,625
532.30-01	Dept Share of Insurance	25,434	26,055	27,270	43,838	48,173	48,173
532.32-00	Vehicle Replacement Fee	45,962	50,336	46,331	42,019	42,019	42,019
532.34-00	Contingency Reserve	0	0	30,000	30,000	30,000	30,000
532.35-84	Retro Fee Expense	0	50	0	0	0	0
532.38-00	Support Services	80,797	17,740	27,107	16,061	14,555	14,555
532.45-00	Facilities Maint Charge	2,492	2,461	2,624	3,218	2,950	2,950
Supplies and Services		512,752	403,350	634,987	693,787	693,985	693,985
533.43-00	Machinery/Equipment	0	19,089	60,000	0	0	0
Property		0	19,089	60,000	0	0	0
534.91-01	Adm Exp-City Manager	13,699	11,062	20,698	6,433	6,311	6,311
534.91-02	Adm Exp-City Attorney	3,642	2,342	6,379	1,591	1,468	1,468
534.91-03	Adm Exp-City Clerk	5,600	4,064	7,678	2,992	2,513	2,513
534.91-09	Adm Exp-Finance	36,427	27,622	53,251	17,986	17,459	17,459
534.91-10	Adm Exp-Purchasing	4,431	2,957	5,702	1,922	1,884	1,884
534.91-11	Adm Exp-Public Works	16,984	19,106	21,263	23,206	21,499	21,499
534.91-16	Adm Exp-City Council	3,756	2,670	4,999	1,666	1,596	1,596
Administrative		84,539	69,823	119,970	55,796	52,730	52,730
535.92-29	Interdept DSC-Pub Works	12,175	14,212	13,462	13,990	13,672	13,672
535.92-53	Interdept DSC-Wastewater	201,673	215,305	158,113	179,935	182,282	182,282
535.92-72	Interdept DSC-Supprt Sr	49	49	49	49	49	49
Interdepartmental		213,897	229,566	171,624	193,974	196,003	196,003

BUDGET DETAIL EXPENSES

553-1114 Storm Drains							
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
633.64-00	Depreciation Expense	874,460	863,109	0	0	0	0
	Property	874,460	863,109	0	0	0	0
637.65-00	Capital Imp. Projects	563,897	70,290	3,084,288	3,030,815	3,030,815	3,030,815
	Capital Outlay	563,897	70,290	3,084,288	3,030,815	3,030,815	3,030,815
968.93-72	Trsf-Support Service(672)	0	11,568	13,671	7,361	7,361	7,361
	Other	0	11,568	13,671	7,361	7,361	7,361
**	Storm Drains	2,412,411	1,846,252	4,427,042	4,327,824	4,317,522	4,317,522

STORM DRAINS

- 11-00 Electrical service charges for storm drain pumps; refuse charges for storm debris station; water charges at bulky item drop off site.
- 12-00 Includes high water/power failure alarm lines (other than maintenance districts) and laptop/iPad data service.
- 14-00 Public education via radio and TV commercials.
- 17-00 MID stream clearing and lateral maintenance, mandated metals testing, oil/grease sampling, master storm drain agreement with Merced Irrigation District, biologist consulting fee for Merced Streams Group creek cleanup, multi-smart monitoring of storm drain pumps, service/notification of G Street Undercrossing, ESRI license agreement, and utility street cuts.
- 18-00 Hotel, food, and mileage for continuing education training.
- 19-00 Mileage for after-hours call backs.
- 20-00 Continuing education training, safety training, and rigging and signaling training.
- 21-00 High water/power failure alarm circuits and burglar alarms (outside maintenance districts), concrete pouring equipment & excavator rental, and flood light rental.
- 23-00 Vehicle operations maintenance costs.
- 24-00 CWEA memberships and testing fees.
- 25-00 Electrical breakers, catch basin grates, conduit, contactors and points, fill sand, fuses, sandbags, hardware, connectors and other parts for storm pumps, paint, pump repair, landfill charges, vandalism repair, warthog nozzles, discharge hoses, tide flex valves, weed whackers, NPDES Permit (MS4), CDF crews for creek vegetation cleanup, SJVAPCD permit fees, CCTV camera repair, fence repair, beaver dam removal, weed abatement, and cleaning of mats and towels.
- 26-00 Tool repairs and replacement; small miscellaneous supplies; miscellaneous items for cell phones and ipads.

STORM DRAINS (continued)

28-00 Rain boots, safety jackets, gloves, barricades, vests, first aid supplies,
PPE, prescription safety glasses, heat protection & hydration, and ARC
Flash PPE

FOOTNOTE: Costs are recovered through Wastewater Enterprise revenue and
direct service charges to maintenance district funds.

**LAND APPLICATION
FUND NO. 553
ACCOUNT NO. 1115**

DESCRIPTION

The 580-acre Land Application site provides on-site disposal of biosolids. The sale of crops grown from biosolids disposal offsets most operating costs of the land application operation.

MISSION

The Land Application program employs an environmentally acceptable means of recycling biosolids as fertilizer.

GOALS

- Identify crops that are compatible with biosolids application that will produce the highest yield of tonnage to offset operating costs.
- Ensure biosolids are properly disposed of in accordance with all applicable federal and state requirements.
- Irrigate 580 acres in the Land Application Area (LAA) and 100 acres of additional WWTF property using tertiary treated wastewater. Maintain year round crop production that will successfully utilize the available nitrogen in the soil from biosolids application.
- Perform weed abatement activities throughout the year in the LAA and assist other City departments with weed control via lot discing. Report pesticide and herbicide spraying to the Merced County Department of Agriculture.
- Maintain accurate records and procedures to monitor and report biosolids loadings. Track nitrogen uptake rates by sampling and testing nitrogen content within the soil and plant tissue.
- Perform soil and groundwater monitoring for the rehabilitation of the former biosolids disposal area.
- Utilize grant money through the San Joaquin Valley Air Resources Control Board (SJVARCB) to offset the purchase cost of one new farm tractor.

LAND APPLICATION

OBJECTIVES

**PERFORMANCE
MEASUREMENTS/INDICATORS**

- | | |
|--|---|
| 1. Offset the cost of operating the land application program. | Produce fodder crops to generate revenue that meets or exceed budget expenditures for fiscal year 2020/2021.

Perform more crop service work in house in order to reduce expenses (spraying and planting crops). |
| 2. Dispose of biosolids in compliance with NPDES requirements and EPA 503 regulations. | Verify through plant and soil sampling throughout the year. Utilize biosolids for fertilization needs twice per year. |
| 3. Increase the support for reduce, recycle, and reuse efforts. | Continue to use recycled water to irrigate the 695 acres of farmland and provide water to Wildlife Management Area. |
| 4. Improve the Wildlife Management Area and habitat for native wildlife species. | Invasive weed eradication; reduce vegetation overgrowth. Identify hot spot areas and target pest species, spray and flood continuously. Continue adding wood duck boxes (97 wood duck hatchlings recorded in the first year). |
| 5. Remove residual nitrogen contamination in former drying bed area. | Plant winter crops that will utilize soil bound nitrogen. Collect soil samples and compare results to previous years. Continue ground work in order to aerate the soil and mix various layers. |
| 6. Ensure membership requirements and compliance of nitrogen limitations of the East San Joaquin | Attend a minimum of one class per year and submit an annual nitrogen management plan to ESJ. |

LAND APPLICATION

Water Quality Coalition (ESJ) are met.

2020-2021 BUDGET HIGHLIGHTS

Continue to offset biosolids disposal costs through the sale of fodder crops.
Utilize grant money to offset replacement funds for the purchase of one farm tractor.

BUDGET DETAIL EXPENSES

553-1115	Land Application			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	95,540	97,932	100,283	103,041	100,283	100,283
531.04-01	Regular Overtime	2,678	4,569	1,220	3,192	3,106	3,106
531.10-02	Unused Sick Leave	131	134	138	142	138	138
531.10-05	Retirement PERS Classic	7,449	7,860	8,427	9,358	9,108	9,108
531.10-06	Social Security-OASDI	5,961	6,132	6,076	6,358	6,181	6,181
531.10-07	Social Security-Medicare	1,394	1,434	1,421	1,487	1,445	1,445
531.10-12	Workers Compensation	2,864	2,509	3,346	4,596	3,916	3,916
531.10-20	Earned Benefit	1,239	26	326	335	326	326
531.10-23	Uniform Cleaning	490	493	660	500	500	500
531.10-33	Core Allowance	18,368	18,800	18,502	18,563	18,158	18,158
531.10-73	Retirement UAL Misc	9,659	11,475	13,613	15,163	15,260	15,260
Personnel Services		145,773	151,364	154,012	162,735	158,421	158,421
532.11-00	Utilities	40,146	53,025	58,700	55,580	55,580	55,580
532.12-00	Telephone	384	394	408	408	408	408
532.17-00	Professional Services	88,038	72,261	86,405	57,545	57,545	307,545
532.19-00	Mileage	468	458	1,000	500	500	500
532.21-00	Rents/Leases	201	204	5,265	433	433	433
532.23-00	Vehicle Operations/Maint	55,492	42,290	55,416	46,987	43,950	43,950
532.24-00	Memberships, Subscription	0	317	314	309	309	309
532.25-00	Maintenance Matls & Svcs	26,984	21,979	33,186	53,366	53,366	53,366
532.27-00	Small Tools	0	0	1,000	1,000	1,000	1,000
532.29-00	Other Materials Supplies	196,677	137,083	193,430	171,830	171,830	171,830
532.30-01	Dept Share of Insurance	4,508	3,854	3,181	4,460	4,920	4,920
532.32-00	Vehicle Replacement Fee	50,679	56,158	54,145	48,148	48,148	48,148
532.38-00	Support Services	13,317	10,396	10,967	10,000	9,174	9,174
532.45-00	Facilities Maint Charge	1,053	1,068	1,147	1,350	1,261	1,261
Supplies and Services		477,947	399,487	504,564	451,916	448,424	698,424
534.91-01	Adm Exp-City Manager	3,598	4,061	14,032	11,310	10,825	10,825
534.91-02	Adm Exp-City Attorney	957	860	4,325	2,798	2,517	2,517
534.91-03	Adm Exp-City Clerk	1,471	1,492	5,206	5,261	4,310	4,310
534.91-09	Adm Exp-Finance	9,567	10,142	36,102	31,622	29,946	29,946
534.91-10	Adm Exp-Purchasing	1,164	1,086	3,866	3,379	3,231	3,231
534.91-11	Adm Exp-Public Works	9,527	9,827	11,089	11,558	10,881	10,881
534.91-16	Adm Exp-City Council	986	980	3,389	2,929	2,738	2,738
Administrative		27,270	28,448	78,009	68,857	64,448	64,448
535.92-29	Interdept DSC-Pub Works	9,617	9,973	11,087	11,679	11,410	11,410
Interdepartmental		9,617	9,973	11,087	11,679	11,410	11,410
633.64-00	Depreciation Expense	209,928	2,273	0	0	0	0
Property		209,928	2,273	0	0	0	0
968.93-72	Trnsf-Support Service(672)	0	7,751	9,161	4,933	4,933	4,933
Other		0	7,751	9,161	4,933	4,933	4,933
**	Land Application	870,535	599,296	756,833	700,120	687,636	937,636

LAND APPLICATION SYSTEM

- 11-00 Includes electrical service for wetlands ponds, recirculation pumps, and Unilever domestic lift station
- 12-00 Includes high water power failure alarm line for Unilever domestic and industrial sewer station, and share of Petrovend telephone service.
- 17-00 Aerial spraying; biosolids spreading; CDF crews for vegetation cleanup; contract laboratory service, such as groundwater samples, soil/water analyses, plant tissue analysis, etc.); pest control advisor and applicator; seed spreading; and land leveling.
- 19-00 Mileage reimbursement for irrigation
- 21-00 High water power failure alarm service, propane tank rental, and alarm service for land app shop.
- 24-00 PC license renewal
- 25-00 Miscellaneous parts, replacement bearings, degreaser, hydraulic hoses, building materials and supplies, road oil for dust control, NPDES permit fees, and SJVAPCD permit fees.
- 27-00 Hand tools, chains, cleavices, and other small tools.
- 29-00 Seed, various weed killers, herbicides, fertilizer, and soil amendments.

**WASTEWATER TREATMENT LINES COMPONENT
IMPROVEMENT FUND
FUND NO. 550
ACCOUNT NO. 1156**

PROGRAM

The Wastewater Treatment Lines Component Fund is used to collect fees from new growth. Funds will be used in the future to expand lines, pumps, and force mains required due to growth. Fees to support the system for new growth were adjusted in FY 2010.

BUDGET DETAIL EXPENSES

550-1156 WWT Lines Component Dept							
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
633.64-00	Depreciation Expense	78,312	78,312	0	0	0	0
	Property	78,312	78,312	0	0	0	0
637.65-00	Capital Imp. Projects	0	0	5,718,122	6,805,949	7,535,822	7,535,822
	Capital Outlay	0	0	5,718,122	6,805,949	7,535,822	7,535,822
**	WWT Lines Component Dept	78,312	78,312	5,718,122	6,805,949	7,535,822	7,535,822

UNIVERSITY CAPITAL CHARGE
FUND NO. 344
ACCOUNT NO. 1136

PROGRAM

University Capital charges are paid by UC Merced to amortize the loan from the Infrastructure Bank for installation of water and sewer lines to the campus.

BUDGET DETAIL EXPENSES

344-1136 University Capital Charge							
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
706.71-01	Principal-Bond Payment	0	0	275,000	300,000	300,000	300,000
706.72-01	Interest Bond Payment	200,411	192,556	187,497	178,383	178,383	178,383
706.73-01	Agent Fees-Bond Payment	19,582	18,907	17,332	17,332	17,332	17,332
	Debt Services	219,993	211,463	479,829	495,715	495,715	495,715
**	University Capital Charge	219,993	211,463	479,829	495,715	495,715	495,715

**WASTEWATER TREATMENT PLANT COMPONENT
IMPROVEMENT FUND**

FUND NO. 551

ACCOUNT NO. 1157

PROGRAM

The Wastewater Treatment Plant Component Fund is used to collect fees from new growth. Funds will be used in the future to expand the capacity of the Wastewater Treatment Plant that will be required due to growth. Fees to support expansion of the plant, as a result of new growth, were adjusted in FY 2015.

BUDGET DETAIL EXPENSES

551-1157 WWT Plant Component							
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
532.17-00	Professional Services	0	22,923	103,000	103,000	103,000	103,000
	Supplies and Services	0	22,923	103,000	103,000	103,000	103,000
633.64-00	Depreciation Expense	5,650,016	5,715,601	0	0	0	0
	Property	5,650,016	5,715,601	0	0	0	0
637.65-00	Capital Imp. Projects	0	0	9,318,146	11,060,423	12,015,635	12,015,635
	Capital Outlay	0	0	9,318,146	11,060,423	12,015,635	12,015,635
706.71-02	Principal-City Loans	0	0	1,222,307	1,377,449	1,377,449	1,377,449
	Debt Services	0	0	1,222,307	1,377,449	1,377,449	1,377,449
**	WWT Plant Component	5,650,016	5,738,524	10,643,453	12,540,872	13,496,084	13,496,084

WASTEWATER REVOLVING FUND
FUND NO. 552
ACCOUNT NO. 1110

PROGRAM

The Wastewater Revolving Fund was established for the purpose of providing financing for owners of single-family residences to connect property to the sewer line. Loans will be made available to owners based upon income limits established by the U.S. Department of Housing and will be repaid over ten annual installments plus interest at a rate equal to the average rate earned on the City's investments.

BUDGET DETAIL EXPENSES

552-1110 Wastewater Revolving Fund							
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
532.29-00	Other Materials Supplies	0	0	130,724	133,582	133,582	133,582
	Supplies and Services	0	0	130,724	133,582	133,582	133,582
**	Wastewater Revolving Fund	0	0	130,724	133,582	133,582	133,582

FUND NO. 552
ACCOUNT NO. 1110

WASTEWATER REVOLVING FUND

29-00 Loans for connection of properties to sewer lines

REFUSE

REFUSE COLLECTION
FUND NO. 558
ACCOUNT NO. 1112

DESCRIPTION

The Refuse Division is responsible for all solid waste collection within City limits. This includes scheduled and unscheduled service for both residential and commercial customers, as well as programs for Assisted Refuse Pack-Out Service, Illegal Dumping Cleanup, and Drop-Off Site Disposal.

MISSION

To provide the citizens of Merced excellent solid waste services, which protect public health, enhance the City's general appearance, preserve quality of life, and meet State mandates.

GOALS

- Provide regular collection of residential and commercial solid waste in the most efficient and cost-effective manner.
- Continue to audit service routes for appropriate service levels, as well as productivity.
- Continue to audit refuse customer accounts for appropriate service levels.
- Continue to partner with Merced Police Department (DART team) for encampment cleanups.
- Continue to educate and service the community regarding illegal dumping.
- Prepare and adjust for current and future growth of our customer base to keep appropriate service levels.

OBJECTIVES

***PERFORMANCE
MEASUREMENTS/INDICATORS***

- | | |
|--|--|
| 1. To monitor and adjust service routes to accommodate growth, customer needs, and improve productivity. | All routes/services will be continually audited and adjusted for appropriate service during the fiscal year. |
| 2. Monitor illegal dumping activities and homeless encampment cleanups. | Report to Council tonnages/level of activity to address community needs/costs of service. |

REFUSE COLLECTION

2020/2021 BUDGET HIGHLIGHTS

Landfill tonnage rates remain flat and total tonnage generated by the City has decreased by 6,948 tons as compared to the previous calendar year with a total of 63,257 tons generated. This decrease is consistent with our waste diversion efforts due to state mandates. While overall general waste tonnage is expected to slightly increase, primarily due to residential and commercial growth, with the continued diversion of recycling, food and green waste the general waste stream tonnage will continue to decrease proportionately.

Staff remains diligent in searching for ways to reduce internal costs; however, unfunded legislative and regulatory mandates to the landfill, to the City, and to businesses will continue to negatively impact rates.

Other items expected to continue to negatively impact Refuse rates include illegal dumping/homeless encampment cleanups, additional personnel to accommodate growth, as well as compliance with Assembly Bills AB341 the mandatory commercial recycling law, AB1846 the commercial organics law, and Senate Bill SB1383 the mandatory organics diversion law, which will affect both commercial and residential customers.

With the induction of the most current rate study, new commercial rates will promote more diversion from the general waste stream and more waste reduction efforts.

The year-round Bulky Item Drop-off site (corner of N. Hwy 59 and Yosemite Ave) where customers with residential service can bring bulky items, tires, and e-waste to be disposed of has been a successful program with over 700 vehicles serviced in a four-month period. The site is open for 12-hours a week and 1 Saturday a month. This site has allowed us to reduce Spring Cleanup from two weekends to two Saturdays a year, with a long-term goal of eliminating Spring Cleanup completely.

BUDGET DETAIL EXPENSES

558-1112	Refuse Collections			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	1,574,288	1,699,551	1,848,879	1,908,591	1,857,511	1,857,511
531.03-00	Extra Help	51,394	26,793	38,573	54,046	52,600	52,600
531.04-01	Regular Overtime	196,528	155,271	153,631	161,973	157,638	157,638
531.10-01	Holiday Pay	15,193	9,122	6,677	6,861	6,677	6,677
531.10-02	Unused Sick Leave	3,375	4,171	3,782	5,021	4,887	4,887
531.10-05	Retirement PERS Classic	77,710	76,655	85,319	91,853	89,402	89,402
531.10-06	Social Security-OASDI	108,399	112,438	122,781	126,870	123,334	123,334
531.10-07	Social Security-Medicare	26,097	26,685	29,274	30,455	29,607	29,607
531.10-08	State Unemployment	0	0	0	2,510	2,510	2,510
531.10-09	Retirement-PERS Lateral	3,907	4,370	4,864	5,402	5,257	5,257
531.10-10	Retirement-PERS New Membr	40,963	54,676	65,577	76,505	74,456	74,456
531.10-12	Workers Compensation	71,209	98,127	125,013	141,984	120,969	120,969
531.10-17	Stand By Pay	33,240	34,049	41,333	42,470	41,333	41,333
531.10-20	Earned Benefit	2,864	2,715	11,826	12,151	11,826	11,826
531.10-21	Bilingual Pay Program	833	646	1,200	1,800	1,998	1,998
531.10-23	Uniform Cleaning	8,088	6,399	9,108	8,643	8,645	8,645
531.10-27	PTS Plan FICA Alternative	669	349	502	703	684	684
531.10-33	Core Allowance	491,197	511,772	562,687	585,443	572,950	572,950
531.10-35	Post Employment Benefits	40,857	51,518	44,793	52,574	52,574	52,574
531.10-73	Retirement UAL Misc	177,565	206,207	250,980	280,858	282,663	282,663
	Personnel Services	2,924,376	3,081,514	3,406,799	3,596,713	3,497,521	3,497,521
532.11-00	Utilities	16,920	18,526	20,553	18,871	18,871	18,871
532.12-00	Telephone	6,397	6,415	7,544	12,965	12,965	12,965
532.13-00	Postage	46,993	47,807	71,300	59,957	59,957	59,957
532.16-00	Printing	12,936	13,971	14,389	14,759	14,759	14,759
532.17-00	Professional Services	62,231	57,138	74,965	203,497	203,497	203,497
532.18-00	Travel and Meetings	1,413	6,481	7,322	7,322	5,858	5,858
532.20-00	Training Expense	250	1,400	1,400	1,400	1,120	1,120
532.21-00	Rents/Leases	6,060	5,560	6,000	6,000	6,000	6,000
532.23-00	Vehicle Operations/Maint	1,097,721	1,339,583	1,362,352	1,471,227	1,376,130	1,376,130
532.24-00	Memberships, Subscription	19,739	30,303	52,348	17,581	17,581	17,581
532.25-00	Maintenance Matls & Svcs	2,642,649	2,694,599	3,027,426	3,165,567	3,165,567	3,165,567
532.26-00	Other Equipment O & M	13,463	13,941	0	0	0	0
532.27-00	Small Tools	179	1,002	1,000	2,000	2,000	2,000
532.28-00	Safety Supplies	7,295	10,005	13,860	13,860	13,860	13,860
532.30-01	Dept Share of Insurance	118,204	98,033	80,639	115,235	125,220	125,220
532.32-00	Vehicle Replacement Fee	515,420	600,682	622,757	583,212	583,212	583,212
532.34-00	Contingency Reserve	0	0	250,000	250,000	250,000	250,000
532.35-84	Retro Fee Expense	50	1,300	0	0	0	0
532.38-00	Support Services	168,798	171,477	185,356	165,292	151,079	151,079
532.45-00	Facilities Maint Charge	58,170	57,214	63,454	68,175	61,970	61,970
532.46-00	Computer Replacement Chrg	2,225	2,432	3,485	0	0	0
	Supplies and Services	4,797,113	5,177,869	5,866,150	6,176,920	6,069,646	6,069,646
533.43-00	Machinery/Equipment	383,696	135,405	715,142	65,000	65,000	65,000
	Property	383,696	135,405	715,142	65,000	65,000	65,000
534.91-01	Adm Exp-City Manager	66,274	80,649	82,544	77,070	75,629	75,629
534.91-02	Adm Exp-City Attorney	17,619	17,076	25,442	19,063	17,589	17,589
534.91-03	Adm Exp-City Clerk	27,158	29,694	30,667	35,944	30,202	30,202
534.91-09	Adm Exp-Finance	176,230	201,387	212,370	215,477	209,223	209,223
534.91-10	Adm Exp-Purchasing	21,434	21,558	22,740	23,025	22,575	22,575
534.91-11	Adm Exp-Public Works	151,670	173,078	190,944	205,213	193,855	193,855

BUDGET DETAIL EXPENSES

558-1112 Refuse Collections							
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
534.91-16	Adm Exp-City Council	18,172	19,464	19,937	19,961	19,128	19,128
	Administrative	478,557	542,906	584,644	595,753	568,201	568,201
535.92-01	Interdept DSC-General Fnd	232,228	239,644	247,554	251,448	239,871	239,871
535.92-17	Interdept DSC-Develop Svc	44,686	52,331	57,079	61,883	60,247	60,247
535.92-22	Interdept DSC-Streets	8,461	7,430	5,620	1,805	1,763	1,763
535.92-29	Interdept DSC-Pub Works	252,842	270,227	266,489	234,994	229,626	229,626
535.92-53	Interdept DSC-Wastewater	33,669	39,445	30,545	33,817	37,003	37,003
535.92-57	Interdept DSC-Water Sys	39,969	35,356	31,475	42,204	41,246	41,246
535.92-58	Interdept DSC-Refuse	23,852	23,852	8,188	15,508	15,179	15,179
535.92-70	Interdept DSC-Hsng Admin	44,779	46,040	0	0	0	0
535.92-71	Interdept DSR-Facilities	1,237	2,724	2,197	0	0	0
535.92-72	Interdept DSC-Supprt Sr	23,769	16,891	16,980	17,960	17,583	17,583
	Interdepartmental	705,492	733,940	666,127	659,619	642,518	642,518
565.92-70	Interdept DSC-Fleet	0	0	54,154	50,569	49,418	49,418
	Interdepartmental	0	0	54,154	50,569	49,418	49,418
633.64-00	Depreciation Expense	45,031	96,043	0	0	0	0
	Property	45,031	96,043	0	0	0	0
637.65-00	Capital Imp. Projects	0	135,163	879,202	1,100,604	1,100,604	1,100,604
	Capital Outlay	0	135,163	879,202	1,100,604	1,100,604	1,100,604
958.93-53	Trsf-Wastewater Sys (553)	0	0	237,143	237,143	237,143	237,143
958.93-57	Trsf-Water System Fu(557)	39,000	0	0	0	0	0
	Other	39,000	0	237,143	237,143	237,143	237,143
968.93-72	Trsf-Support Service(672)	0	102,772	121,458	65,400	65,400	65,400
	Other	0	102,772	121,458	65,400	65,400	65,400
**	Refuse Collections	9,373,265	10,005,612	12,530,819	12,547,721	12,295,451	12,295,451

REFUSE COLLECTION

- 12-00 Cellular and office telephones, laptop air cards, cellular service for vehicle GPS tracking software.
- 13-00 Mailing of utility bills, spring cleanup flyers, informational customer magnets, and other correspondence.
- 16-00 Printing of service request forms, utility bills, spring cleanup flyers, and promotional materials.
- 17-00 Litter Abatement Program, Department of Motor Vehicles license renewals/upgrades/physicals, utility billing handling, ESRI license agreement and GIS maintenance fees.
- 24-00 Computer licensing fees, vehicle tracking system, Solid Waste Association of North America (SWANA) membership fees.
- 25-00 Landfill disposal charge and container maintenance.

GREEN WASTE COLLECTION
FUND NO. 558
ACCOUNT NO. 1133

DESCRIPTION

The Green Waste Division is responsible for all green and organic waste collection within City limits. This includes scheduled and unscheduled service for residential customers, as well as Christmas Tree Removal, which may be placed in the green waste container. This division will now include an organic waste reduction program per State mandates for Assembly Bills AB1826 and AB1383.

MISSION

To provide the citizens of Merced excellent green waste collection service, which helps to meet waste diversion goals in regards to state mandates, in addition to enhancing the City's general appearance and preserving quality of life.

GOALS

- Provide regular collection of residential and commercial green waste in the most efficient and cost-effective manner.
- Partner with businesses to promote commercial organic recycling that meets the requirements of California Assembly Bill AB1826, Mandatory Organic Recycling.
- In accordance with Senate Bill SB1383, continuing implementation of the organics waste diversion program for commercial businesses.

OBJECTIVES

***PERFORMANCE
MEASUREMENTS/INDICATORS***

- | | |
|--|---|
| 1. To monitor and adjust service routes to accommodate growth and improve productivity. | All routes/services will be continually audited and adjusted for appropriate route service during the fiscal year. |
| 2. Track diversion of material from the landfill and businesses meeting standards, as mandated by the State of California. | Track tonnage of green waste and organic waste collected, contamination percentage and audit businesses. |
| 3. Promote Organic Waste diversion program and develop complete program guidelines. | Educating businesses on AB 1826 and SB1383 requirements, the City's organic program and conducting the waste diversion survey with an annual report to our jurisdiction representative. |

GREEN WASTE COLLECTION

2020/2021 BUDGET HIGHLIGHTS

With the implementation of the newly enacted “Organics” law SB1383 which requires certain organic wastes (primarily food and green waste) be diverted from the landfill, overall tonnage for general waste should be reduced to meet mandated goals.

As it pertains to CalRecycle, SB1383 establishes targets to achieve a 50 percent reduction in the level of the statewide disposal of organic waste from the 2014 level by 2020 and a 75 percent reduction by 2025.

Our Recycling Coordinator, along with the solid waste staff, will be aiding businesses in meeting state mandates related to AB1826 and SB1383. With the completion of the rate study, this will provide us with a rate for organic/food waste diversion service. The solid waste division is auditing the commercial accounts to meet reporting needs and educate businesses on organic waste diversion requirements.

Staff remains diligent in searching for ways to reduce internal costs, however, unfunded legislative and regulatory mandates to the landfill, to the City, and to businesses, such as mandatory commercial organics law AB1826 and SB1383 which include residential organic waste diversion, is expected to adversely impact rates and operations.

BUDGET DETAIL EXPENSES

558-1133	Green Waste Collection						
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
531.01-00	Regular Salaries	176,436	186,517	198,579	206,728	201,196	201,196
531.04-01	Regular Overtime	22,306	15,473	21,182	23,994	23,352	23,352
531.10-01	Holiday Pay	767	900	668	686	668	668
531.10-02	Unused Sick Leave	377	349	473	486	473	473
531.10-05	Retirement PERS Classic	7,671	9,778	12,026	13,368	13,011	13,011
531.10-06	Social Security-OASDI	10,512	11,733	13,694	14,307	13,948	13,948
531.10-07	Social Security-Medicare	2,458	2,744	3,203	3,346	3,262	3,262
531.10-10	Retirement-PERS New Membr	3,826	4,277	4,702	5,449	5,303	5,303
531.10-12	Workers Compensation	6,462	15,977	18,954	12,869	10,963	10,963
531.10-17	Stand By Pay	3,839	3,882	4,044	4,155	4,044	4,044
531.10-20	Earned Benefit	179	449	2,795	2,872	2,795	2,795
531.10-21	Bilingual Pay Program	415	0	600	600	600	600
531.10-23	Uniform Cleaning	771	690	837	657	657	657
531.10-33	Core Allowance	51,984	53,486	55,458	56,956	55,738	55,738
531.10-35	Post Employment Benefits	7,013	6,498	6,490	6,482	6,482	6,482
531.10-73	Retirement UAL Misc	18,767	22,441	26,957	30,421	30,617	30,617
Personnel Services		313,783	335,194	370,662	383,376	373,109	373,109
532.12-00	Telephone	0	0	0	2,280	2,280	2,280
532.13-00	Postage	226	856	10,800	10,800	10,800	10,800
532.14-00	Advertising	11,816	11,327	22,000	22,000	22,000	22,000
532.17-00	Professional Services	90	90	730	730	730	730
532.23-00	Vehicle Operations/Maint	164,077	153,881	192,574	239,377	223,905	223,905
532.24-00	Memberships, Subscription	0	950	3,272	3,323	3,323	3,323
532.25-00	Maintenance Matls & Svcs	78,251	93,085	74,500	106,250	106,250	106,250
532.26-00	Other Equipment O & M	1,652	1,873	0	0	0	0
532.30-01	Dept Share of Insurance	8,313	7,257	6,006	8,296	9,260	9,260
532.32-00	Vehicle Replacement Fee	79,441	114,567	114,567	106,384	106,384	106,384
532.35-84	Retro Fee Expense	0	50	0	0	0	0
532.38-00	Support Services	15,751	16,146	16,672	15,618	14,209	14,209
532.45-00	Facilities Maint Charge	1,660	1,708	1,843	2,118	2,001	2,001
Supplies and Services		361,277	401,790	442,964	517,176	501,142	501,142
533.43-00	Machinery/Equipment	0	6,827	8,700	0	0	0
Property		0	6,827	8,700	0	0	0
534.91-01	Adm Exp-City Manager	7,277	8,566	8,552	8,597	8,377	8,377
534.91-02	Adm Exp-City Attorney	1,935	1,814	2,636	2,126	1,948	1,948
534.91-03	Adm Exp-City Clerk	2,975	3,147	3,173	3,999	3,336	3,336
534.91-09	Adm Exp-Finance	19,350	21,391	22,003	24,035	23,176	23,176
534.91-10	Adm Exp-Purchasing	2,354	2,290	2,356	2,568	2,501	2,501
534.91-11	Adm Exp-Public Works	14,246	16,122	17,568	19,656	18,550	18,550
534.91-16	Adm Exp-City Council	1,995	2,067	2,066	2,227	2,119	2,119
Administrative		50,132	55,397	58,354	63,208	60,007	60,007
535.92-29	Interdept DSC-Pub Works	13,307	26,364	25,845	9,545	9,329	9,329
Interdepartmental		13,307	26,364	25,845	9,545	9,329	9,329
968.93-72	Trsf-Support Service(672)	0	8,600	10,163	5,473	5,473	5,473
Other		0	8,600	10,163	5,473	5,473	5,473
**	Green Waste Collection	738,499	834,172	916,688	978,778	949,060	949,060

FUND NO. 558
ACCOUNT NO. 1133

GREEN WASTE COLLECTION

14-00 Television and radio advertising, educational flyers.

25-00 Landfill disposal charges.

**RECYCLING PROGRAM
FUND NO. 558
ACCOUNT NO. 1135**

DESCRIPTION

The Recycling Division is responsible for collection of all recyclable material within City limits. This includes scheduled and unscheduled service for residential and commercial customers.

MISSION

To provide the citizens of Merced excellent recycling services, which help meet waste diversion goals in regards to State mandates, in addition to, enhancing the City's general appearance and preserving quality of life.

GOALS

- Provide regular collection of residential and commercial businesses co-mingled recyclables in the most efficient and cost-effective manner.
- Partner with businesses to promote commercial recycling that meets the requirements of California Assembly Bill AB341 Mandatory Commercial Recycling.

OBJECTIVES

***PERFORMANCE
MEASUREMENTS/INDICATORS***

- | | |
|--|--|
| 1. To monitor and adjust service routes to accommodate growth and improve productivity. | All routes/services will be continually audited and adjusted for appropriate route service during the fiscal year. |
| 2. Track diversion of material from the landfill and businesses meeting standards, as mandated by the State of California. | Track tonnage of recyclables collected, contamination percentage and audit businesses. |
| 3. Promote commercial recycling. | Educating businesses on AB341 requirements, the City's recycling program and conducting the waste diversion survey with an annual report to our jurisdiction representative. |

RECYCLING PROGRAM

2020/2021 BUDGET HIGHLIGHTS

Our Recycling Coordinator, along with the solid waste staff, continue adding new businesses to recycling service, aiding them in meeting state mandates related to AB341 Mandatory Commercial Recycling.

With the completion of the rate study, the solid waste division is auditing the commercial accounts to meet reporting needs and educate businesses on recycling requirements.

Staff remains diligent in searching for ways to reduce internal costs, however, unfunded legislative and regulatory mandates to the landfill, to the City, and to businesses will likely continue to negatively impact rates. In addition, the recycling market has severely decreased, however state targeted goals of waste diversion remain the same for recycling.

BUDGET DETAIL EXPENSES

558-1135	Recycling Program			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	238,522	245,432	252,249	259,828	252,874	252,874
531.04-01	Regular Overtime	29,538	20,551	30,972	31,224	30,388	30,388
531.10-01	Holiday Pay	1,109	975	446	458	446	446
531.10-02	Unused Sick Leave	502	465	629	646	629	629
531.10-05	Retirement PERS Classic	18,182	19,684	21,197	23,588	22,958	22,958
531.10-06	Social Security-OASDI	16,424	16,603	17,839	18,285	17,774	17,774
531.10-07	Social Security-Medicare	3,841	3,883	4,172	4,276	4,157	4,157
531.10-10	Retirement-PERS New Membr	0	0	37	42	40	40
531.10-12	Workers Compensation	19,861	17,103	31,109	34,216	29,151	29,151
531.10-17	Stand By Pay	9,711	9,953	11,346	11,658	11,346	11,346
531.10-20	Earned Benefit	625	878	3,594	3,693	3,594	3,594
531.10-21	Bilingual Pay Program	600	600	600	600	600	600
531.10-23	Uniform Cleaning	468	481	666	531	531	531
531.10-33	Core Allowance	76,996	79,609	85,189	87,630	85,776	85,776
531.10-35	Post Employment Benefits	4,384	3,859	3,854	3,850	3,850	3,850
531.10-73	Retirement UAL Misc	24,355	28,935	34,242	38,235	38,481	38,481
Personnel Services		445,118	449,011	498,141	518,760	502,595	502,595
532.12-00	Telephone	0	0	0	2,280	2,280	2,280
532.13-00	Postage	152	1,190	10,800	10,800	10,800	10,800
532.14-00	Advertising	41,124	35,858	43,000	43,000	43,000	43,000
532.17-00	Professional Services	180	0	310	310	310	310
532.18-00	Travel and Meetings	220	0	753	753	602	602
532.20-00	Training Expense	455	1,088	1,150	1,150	920	920
532.23-00	Vehicle Operations/Maint	195,853	195,687	214,205	245,189	229,340	229,340
532.24-00	Memberships, Subscription	0	633	2,958	3,323	3,323	3,323
532.25-00	Maintenance Matls & Svcs	45,643	51,523	52,300	190,560	190,560	190,560
532.26-00	Other Equipment O & M	2,082	2,083	0	0	0	0
532.28-00	Safety Supplies	12	339	1,240	1,240	1,240	1,240
532.30-01	Dept Share of Insurance	10,259	8,912	7,373	10,202	11,372	11,372
532.32-00	Vehicle Replacement Fee	123,284	132,793	132,793	123,284	123,284	123,284
532.38-00	Support Services	19,189	18,887	19,388	18,095	16,438	16,438
532.45-00	Facilities Maint Charge	1,272	1,256	1,339	1,642	1,506	1,506
Supplies and Services		439,725	450,249	487,609	651,828	634,975	634,975
533.43-00	Machinery/Equipment	27,684	22,981	5,604	0	0	0
Property		27,684	22,981	5,604	0	0	0
534.91-01	Adm Exp-City Manager	8,713	10,094	10,676	10,366	10,108	10,108
534.91-02	Adm Exp-City Attorney	2,316	2,137	3,291	2,564	2,351	2,351
534.91-03	Adm Exp-City Clerk	3,562	3,708	3,961	4,822	4,025	4,025
534.91-09	Adm Exp-Finance	23,169	25,205	27,468	28,983	27,962	27,962
534.91-10	Adm Exp-Purchasing	2,818	2,698	2,941	3,097	3,017	3,017
534.91-11	Adm Exp-Public Works	17,852	19,642	21,189	24,689	23,292	23,292
534.91-16	Adm Exp-City Council	2,389	2,436	2,579	2,685	2,556	2,556
Administrative		60,819	65,920	72,105	77,206	73,311	73,311
535.92-29	Interdept DSC-Pub Works	30,729	30,786	29,124	24,337	23,782	23,782
Interdepartmental		30,729	30,786	29,124	24,337	23,782	23,782
968.93-72	Trsf-Support Service(672)	0	11,213	13,251	7,135	7,135	7,135
Other		0	11,213	13,251	7,135	7,135	7,135
**	Recycling Program	1,004,075	1,030,160	1,105,834	1,279,266	1,241,798	1,241,798

FUND NO. 558
ACCOUNT NO. 1135

RECYCLING PROGRAM

14-00 Television and radio advertising, educational flyers.

25-00 Collected materials processing charges and container maintenance.

**STREET SWEEPING
FUND NO. 558
ACCOUNT NO. 1113**

DESCRIPTION

The Street Sweeping Division is responsible for the removal of dirt and debris from city streets. This includes the annual leaf collection program. The program helps the City meet air pollution and storm water pollution requirements.

MISSION

To preserve the quality of life in Merced by providing street sweeping services that meet the Clean Air Act mandates and Phase II NPDES requirements.

GOALS

- ◇ Continue providing a well developed systematic street sweeping schedule in residential areas (twice per month) and business districts (3 times weekly) in the most cost effective and efficient manner possible.
- ◇ Continue the collection of leaves from city streets during the annual leaf collection program.
- ◇ Continue Best Management Practices diverting sediment, trash, debris, and pollutants from the storm drainage system and improving the water quality.

OBJECTIVES

***PERFORMANCE
MEASUREMENTS/INDICATORS***

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| 1. Continue to dispose of leaves at disposal sites that will accept leaves at no charge, with all weather disposal capabilities. | Continue to identify strategically located sites that accept leaves at no charge or consider creating compost for future uses throughout city facilities. |
| 2. Seek methods to improve the quality of street sweeping and right-sizing of routes to improve productivity. | Maintain contact with sweeper manufacturers to remain familiar with current technology, as well as machine capability, and arrange for on-site demonstrations of such machines when available. |

STREET SWEEPING

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| 3. To significantly divert sediment, trash debris and other pollutants from the storm drainage system and improve storm water quality. | Implement Best Management Practices and measurable goals to improve pollutant removal from streets and gutters. Provide report to Public Works Administration on quarterly basis. |
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2020-2021 BUDGET HIGHLIGHTS

There are no anticipated significant changes in program direction, expenditures or revenues contingent upon fiscal stability.

New rates should provide a stable source of revenue to all divisions within Fund 558.

BUDGET DETAIL EXPENSES

558-1113	Street Sweeping			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	345,633	268,897	294,906	303,984	295,848	295,848
531.03-00	Extra Help	17,998	27,787	36,749	37,760	36,749	36,749
531.04-01	Regular Overtime	43,459	17,761	26,977	26,712	25,997	25,997
531.04-04	Call Back Time Worked	3,961	1,141	3,915	2,012	1,958	1,958
531.10-02	Unused Sick Leave	1,468	325	347	356	347	347
531.10-05	Retirement PERS Classic	20,049	12,602	12,283	13,179	12,827	12,827
531.10-06	Social Security-OASDI	24,054	17,124	19,955	20,133	19,568	19,568
531.10-07	Social Security-Medicare	5,887	4,408	5,199	5,256	5,109	5,109
531.10-08	State Unemployment	0	0	0	868	868	868
531.10-10	Retirement-PERS New Membr	6,858	8,486	12,469	14,391	14,006	14,006
531.10-12	Workers Compensation	13,684	17,540	18,701	22,756	19,389	19,389
531.10-17	Stand By Pay	6,510	4,949	3,689	3,791	3,689	3,689
531.10-20	Earned Benefit	714	2,214	3,975	3,647	3,549	3,549
531.10-21	Bilingual Pay Program	1,967	581	1,440	1,440	1,440	1,440
531.10-23	Uniform Cleaning	1,263	1,429	2,153	1,576	1,576	1,576
531.10-27	PTS Plan FICA Alternative	234	362	478	491	478	478
531.10-33	Core Allowance	113,117	91,340	99,582	102,011	99,841	99,841
531.10-35	Post Employment Benefits	16,939	17,642	17,072	16,260	16,260	16,260
531.10-73	Retirement UAL Misc	34,527	34,462	40,033	44,733	45,020	45,020
Personnel Services		658,322	529,050	599,923	621,356	604,519	604,519
532.11-00	Utilities	89,210	80,359	99,266	85,234	85,234	85,234
532.12-00	Telephone	0	0	0	2,461	2,461	2,461
532.13-00	Postage	7,940	8,087	8,300	8,300	8,300	8,300
532.17-00	Professional Services	360	226	405	405	405	405
532.21-00	Rents/Leases	60	60	60	60	60	60
532.23-00	Vehicle Operations/Maint	227,122	214,638	214,643	218,265	204,156	204,156
532.24-00	Memberships, Subscription	0	2,216	4,526	3,941	3,941	3,941
532.25-00	Maintenance Matls & Svcs	24	2,099	1,500	14,865	14,865	14,865
532.26-00	Other Equipment O & M	256	577	0	0	0	0
532.28-00	Safety Supplies	904	2,328	2,560	2,560	2,560	2,560
532.30-01	Dept Share of Insurance	14,294	12,481	10,175	14,058	15,631	15,631
532.32-00	Vehicle Replacement Fee	192,156	214,702	175,618	185,809	185,809	185,809
532.38-00	Support Services	25,718	24,393	24,996	22,583	20,479	20,479
532.45-00	Facilities Maint Charge	4,471	4,639	7,866	5,691	5,411	5,411
Supplies and Services		562,515	566,805	549,915	564,232	549,312	549,312
534.91-01	Adm Exp-City Manager	9,182	10,582	10,247	9,935	9,656	9,656
534.91-02	Adm Exp-City Attorney	2,441	2,241	3,158	2,458	2,246	2,246
534.91-03	Adm Exp-City Clerk	3,753	3,888	3,801	4,621	3,845	3,845
534.91-09	Adm Exp-Finance	24,415	26,425	26,363	27,778	26,713	26,713
534.91-10	Adm Exp-Purchasing	2,970	2,829	2,823	2,968	2,882	2,882
534.91-11	Adm Exp-Public Works	24,547	26,539	27,942	30,663	28,732	28,732
534.91-16	Adm Exp-City Council	2,517	2,554	2,475	2,573	2,442	2,442
Administrative		69,825	75,058	76,809	80,996	76,516	76,516
535.92-01	Interdept DSC-General Fnd	2,168	0	802	656	641	641
535.92-22	Interdept DSC-Streets	119,730	149,726	148,443	140,730	129,825	129,825
535.92-29	Interdept DSC-Pub Works	22,879	23,840	25,070	26,147	25,553	25,553
535.92-48	Interdept DSC-CFD Parks	900	967	0	0	0	0
535.92-58	Interdept DSC-Refuse	5,867	0	3,313	8,548	8,298	8,298
535.92-72	Interdept DSC-Supprrt Sr	247	247	247	247	247	247
Interdepartmental		151,791	174,780	177,875	176,328	164,564	164,564

BUDGET DETAIL EXPENSES

558-1113 Street Sweeping							
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
968.93-72	Trsf-Support Service(672)	0	15,326	18,113	9,753	9,753	9,753
	Other	0	15,326	18,113	9,753	9,753	9,753
**	Street Sweeping	1,442,453	1,361,019	1,422,635	1,452,665	1,404,664	1,404,664

STREET SWEEPING

11-00 Share of Corporation Yard refuse containers and roll-off container for street sweeping debris.

13-00 Mailing of leaf collection notices.

24-00 Computer licensing fees, Vehicle tracking system.

STREET AND SUBDIVISION TREES
FUND NO. 558
ACCOUNT NO. 1122

DESCRIPTION

The Street Tree Division is responsible for the maintenance of over 44,000 public trees. The Tree division provides a full range of tree care services throughout the City, including scheduled tree pruning, dead wood removal, mistletoe abatement, stump removal, reforestation, hazard elimination, chemical treatments, and corrective measures, as identified by our tree program, 8 year management plan objectives or by customer requests.

MISSION

To maintain the health and vitality of the urban forest through a comprehensive inspection, maintenance, and reforestation program that is designed to ensure public safety, and provide excellent customer service, while beautifying the City of Merced.

GOALS

- ◇ Implement new area pruning, continue mistletoe removal, and tree plant/removal programs to maintain the City's urban forest.
- ◇ Identify and replant trees that succumbed to the statewide drought.
- ◇ Respond to emergency tree/limb incidents in a timely manner while maintaining the health and condition of our urban forest.
- ◇ Coordinate with developers, PG&E, and MID for proper species and placement of street trees throughout the City.
- ◇ Promote participation in the Arbor Day events involving more schools and public agencies through education and promotion of a healthy urban forest and maintain the Tree City USA designation.

OBJECTIVES

***PERFORMANCE
MEASUREMENTS/INDICATORS***

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| <p>1. With the addition of the Urban Forestry Inventory and Management Plan, the City will be able to build a strategy for managing and maintain the health and condition of the urban forest.</p> | <p>Monitor tree trimming (8 year trimming cycle), mistletoe abatement (ongoing), stump removal and reforestation (ongoing), and emergency tree/limb removal throughout the City, and provide monthly maintenance reports to the department.</p> |
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STREET AND SUBDIVISION TREES

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| 2. Continue responding to emergency tree/limb incidents in a timely manner. | Staff assigned to standby duty will arrive to emergencies within 30 minutes. Inspect all trees for health and condition when they are pruned, and immediately correct all tree hazards when found. |
| | When notified of hazards by citizens, perform inspection within one business day. When hazard is verified, take corrective action immediately. |
| 3. Continue Mistletoe Abatement Program in conjunction with implementing new Area Prune Program and 8 Year Management Plan priorities. | Continue aggressive preventive maintenance work on eradicating mistletoe on all City trees, to be ongoing. |
| 4. Continue the 8-year Area Prune Program cycle. | Continue area-pruning program of approximately 5,500 trees per year utilizing City forces. |
| | Ensure the annual inspection of 10,000 park trees and necessary trimming is completed. |
| 5. Promote the benefits of a healthy urban forest, and maintain Tree City USA designation. | Continue participation in the Arbor Day event by involving UC Merced, Merced College, public schools, community organizations, and public agencies. |

2020-2021 BUDGET HIGHLIGHTS

With the completion of the Urban Forestry Inventory and Management Plan, the Trees Division is able to improve and expand the City's Urban Forest.

BUDGET DETAIL EXPENSES

558-1122	Street & Sub Div. Trees						
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
531.01-00	Regular Salaries	355,626	399,872	436,086	462,865	450,478	450,478
531.04-01	Regular Overtime	32,354	35,991	31,394	28,591	27,826	27,826
531.04-04	Call Back Time Worked	4,051	6,055	7,630	3,690	3,591	3,591
531.10-05	Retirement PERS Classic	22,457	20,950	20,196	25,353	24,676	24,676
531.10-06	Social Security-OASDI	25,447	28,924	30,900	31,566	30,652	30,652
531.10-07	Social Security-Medicare	5,951	6,764	7,227	7,382	7,169	7,169
531.10-10	Retirement-PERS New Membr	5,256	11,075	16,409	16,645	16,199	16,199
531.10-12	Workers Compensation	46,846	14,940	20,272	28,035	23,887	23,887
531.10-17	Stand By Pay	20,904	23,674	29,677	30,493	29,677	29,677
531.10-20	Earned Benefit	9,018	14,520	8,013	2,460	2,394	2,394
531.10-21	Bilingual Pay Program	300	418	360	0	0	0
531.10-23	Uniform Cleaning	1,654	1,819	2,407	2,237	2,237	2,237
531.10-33	Core Allowance	125,629	122,121	114,616	144,972	141,889	141,889
531.10-35	Post Employment Benefits	4,963	5,572	5,291	5,547	5,547	5,547
531.10-73	Retirement UAL Misc	42,163	50,986	59,198	68,113	68,551	68,551
	Personnel Services	702,619	743,681	789,676	857,949	834,773	834,773
532.11-00	Utilities	1,580	1,745	2,260	1,206	1,206	1,206
532.12-00	Telephone	3,133	3,914	3,972	5,872	5,872	5,872
532.13-00	Postage	1	7	30	30	30	30
532.17-00	Professional Services	90	1,645	4,793	3,823	3,823	3,823
532.18-00	Travel and Meetings	1,166	0	1,512	1,665	1,332	1,332
532.20-00	Training Expense	550	630	1,664	2,496	1,997	1,997
532.21-00	Rents/Leases	520	520	520	544	544	544
532.23-00	Vehicle Operations/Maint	92,586	143,098	108,068	126,862	118,662	118,662
532.24-00	Memberships, Subscription	620	2,170	2,318	3,007	3,007	3,007
532.25-00	Maintenance Matls & Svcs	50,504	33,233	38,205	43,010	43,010	43,010
532.26-00	Other Equipment O & M	0	271	7,440	7,440	7,440	7,440
532.28-00	Safety Supplies	2,054	2,130	6,620	10,605	10,605	10,605
532.30-01	Dept Share of Insurance	15,726	14,285	11,718	16,041	18,161	18,161
532.32-00	Vehicle Replacement Fee	0	0	96,412	89,652	89,652	89,652
532.35-84	Retro Fee Expense	0	150	0	0	0	0
532.38-00	Support Services	27,720	29,316	29,748	28,531	25,770	25,770
532.45-00	Facilities Maint Charge	5,930	5,844	6,193	6,876	6,582	6,582
532.46-00	Computer Replacement Chrg	319	319	319	0	0	0
	Supplies and Services	202,499	239,277	321,792	347,660	337,693	337,693
534.91-01	Adm Exp-City Manager	9,056	11,348	12,244	12,387	12,152	12,152
534.91-02	Adm Exp-City Attorney	2,408	2,403	3,774	3,064	2,826	2,826
534.91-03	Adm Exp-City Clerk	3,702	4,169	4,542	5,762	4,839	4,839
534.91-09	Adm Exp-Finance	24,080	28,337	31,501	34,633	33,618	33,618
534.91-10	Adm Exp-Purchasing	2,929	3,033	3,373	3,701	3,627	3,627
534.91-11	Adm Exp-Public Works	25,983	29,890	32,248	36,191	34,526	34,526
534.91-16	Adm Exp-City Council	2,483	2,739	2,957	3,208	3,073	3,073
	Administrative	70,641	81,919	90,639	98,946	94,661	94,661
535.92-29	Interdept DSC-Pub Works	50,716	53,868	45,629	58,256	56,928	56,928
535.92-72	Interdept DSC-Supprt Sr	247	296	296	296	296	296
	Interdepartmental	50,963	54,164	45,925	58,552	57,224	57,224
633.64-00	Depreciation Expense	0	1,303	0	0	0	0
	Property	0	1,303	0	0	0	0
968.93-72	Trnsf-Support Service(672)	0	11,786	13,811	7,437	7,437	7,437
	Other	0	11,786	13,811	7,437	7,437	7,437
**	Street & Sub Div. Trees	1,026,722	1,132,130	1,261,843	1,370,544	1,331,788	1,331,788

STREET AND SUBDIVISION TREES

- 11-00 Share of costs for green waste roll-off container and water service at Nursery on Thornton Road & Wardrobe Avenue.
- 17-00 Department of Motor Vehicle drivers' license renewals/upgrades, MID standby fees, ESRI license agreement.
- 24-00 Computer licensing fees, membership fees for International Society of Arboriculture, National Arbor Day Society, and Western Chapter Membership.
- 25-00 Miscellaneous trees, stakes, ties, cables, and landfill disposal fees.
- 28-00 Replacement of boots, jackets, gloves, hard hats, and other safety related items.

REFUSE CAPITAL EQUIPMENT FUND
FUND NO. 562
ACCOUNT NO. 1116

PROGRAM

The Refuse Capital Equipment Fund is used for the accumulation of refuse charges on new residential (MMC 8.04.235) and new industrial/commercial (MMC 8.04.265) growth for the purchase of refuse containers and equipment to meet the needs generated by new growth which is financed through fees collected from new customers.

BUDGET DETAIL EXPENSES

562-1116 Refuse Capital Equipment							
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
533.43-00	Machinery/Equipment	93,685	96,078	329,280	308,205	308,205	308,205
	Property	93,685	96,078	329,280	308,205	308,205	308,205
633.64-00	Depreciation Expense	53,412	53,412	0	0	0	0
	Property	53,412	53,412	0	0	0	0
**	Refuse Capital Equipment	147,097	149,490	329,280	308,205	308,205	308,205

FUND NO. 562
ACCOUNT NO. 1116

REFUSE CAPITAL EQUIPMENT FUND

43-00 Purchase of residential/commercial refuse containers related to customer growth.

FLEET

FLEET MANAGEMENT
FUND NO. 670
ACCOUNT NO. 1103

DESCRIPTION

Fleet Services is responsible for the maintenance, repair, and procurement of all City vehicles. The Fleet Department is currently maintaining more than 580 individual equipment items assigned to the various departments within the City.

MISSION

Fleet Services is committed to maintaining an exceptional level of operational readiness. We strive to provide the best services possible within our fiscal constraints by providing excellent preventive maintenance as well as expedient repairs to all vehicles and equipment.

GOALS

- Provide safe, reliable vehicles and equipment at a competitive cost with minimum down time.
- Provide appropriate vehicle replacement through an efficient ordering and delivery system, while leveraging grant opportunities to offset purchase costs.
- Maintain a friendly, responsive, customer focused culture within our Fleet team.

OBJECTIVES

1. Accomplish all maintenance and repairs, insuring maximum productivity and quality, with prudent use of materials.
2. Provide quality service with minimum adverse impact to customers.

***PERFORMANCE
MEASUREMENTS/INDICATORS***

Continuously monitor past and present expenditure levels taking into account age and size of fleet.

95% of all vehicle inspections to be completed as scheduled. Schedules vary and may be based on miles, hours, or days. All commercial vehicles (refuse, dump trucks, etc.) are required to be inspected every 90 days.

2020/2021 BUDGET HIGHLIGHTS

Fuel

In the last calendar year, City vehicles consumed 239,090 gallons of diesel (7,129 gallons more than 2019), 156,754 gallons of unleaded (18,108 gallons more than 2019), and 23,645 Gas to Gallon Equivalent (GGE) of compressed natural gas (2,067 gallons less than 2019). With the growth of all City departments, the City fleet continues to grow and fuel consumption will increase exponentially.

Vehicle Replacement

Replacement charges for departments funded by discretionary funds have ceased or reduced for the past twelve budget years. Replacing vehicles which are mission critical and no longer reliable or California Air Resources Board (CARB) compliant will eventually deplete all funds and leave no monies for future replacement. This is especially critical to Police Patrol where vehicles typically are replaced every 4 to 5 years. Remaining funds will not be adequate to continue needed replacements for much longer.

Fleet Cost Reduction Practices

Fleet continues to explore cost reducing measures to include:

- Parts procurement “best value” practices, i.e. best price with longest wear/warranty.
- Parts costs continue to rise.
- While several City departments will experience some reduction in operation and maintenance costs, overall inventory continues to increase causing operation and maintenance expenses to rise.
- City staff and management continue to explore funding opportunities for replacement of the Fleet maintenance shop. Originally constructed in 1959, now 60 years old, it has long been too small for the current fleet. Staff routinely work outdoors, in all weather, to perform repairs. In addition, vehicles powered by Compressed Natural Gas (CNG) cannot be worked on inside the existing facility due to safety requirements. While the addition of the Hwy 59 annex shop has slightly reduced vehicle traffic and shop congestion, a new fleet facility is still sorely needed.

BUDGET DETAIL EXPENSES

670-1103	Fleet Management			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	596,900	593,360	739,515	760,573	740,217	740,217
531.03-00	Extra Help	4,244	12,607	0	0	0	0
531.04-01	Regular Overtime	34,880	31,276	23,397	19,854	19,323	19,323
531.04-04	Call Back Time Worked	1,412	1,473	1,707	1,754	1,707	1,707
531.10-02	Unused Sick Leave	757	687	1,823	3,071	2,989	2,989
531.10-05	Retirement PERS Classic	15,017	9,434	10,710	12,732	12,392	12,392
531.10-06	Social Security-OASDI	39,747	38,006	48,227	49,076	47,715	47,715
531.10-07	Social Security-Medicare	9,357	9,072	11,279	11,477	11,159	11,159
531.10-10	Retirement-PERS New Membr	31,314	37,163	51,310	56,218	54,713	54,713
531.10-12	Workers Compensation	69,022	47,346	60,383	128,775	109,714	109,714
531.10-17	Stand By Pay	15,882	17,448	24,004	24,664	24,004	24,004
531.10-20	Earned Benefit	13,898	1,908	10,111	10,465	10,185	10,185
531.10-22	Tools Allowance	0	0	3,000	2,980	2,980	2,980
531.10-23	Uniform Cleaning	3,968	3,810	6,162	5,481	5,481	5,481
531.10-27	PTS Plan FICA Alternative	55	164	0	0	0	0
531.10-33	Core Allowance	192,285	200,706	232,020	191,111	186,988	186,988
531.10-35	Post Employment Benefits	26,009	24,573	31,337	28,668	28,668	28,668
531.10-73	Retirement UAL Misc	70,137	84,315	100,442	111,922	112,641	112,641
	Personnel Services	1,124,884	1,113,348	1,355,427	1,418,821	1,370,876	1,370,876
532.11-00	Utilities	25,633	26,423	28,059	29,745	29,745	29,745
532.12-00	Telephone	1,368	1,755	2,472	3,332	3,332	3,332
532.13-00	Postage	354	293	436	436	436	436
532.14-00	Advertising	24	0	200	200	200	200
532.17-00	Professional Services	270	360	405	405	405	405
532.18-00	Travel and Meetings	6,564	3,520	14,755	14,755	11,804	11,804
532.19-00	Mileage	47	0	545	500	500	500
532.20-00	Training Expense	9,220	4,580	12,468	12,468	9,974	9,974
532.21-00	Rents/Leases	536	420	780	867	867	867
532.24-00	Memberships, Subscription	5,226	9,006	9,057	9,309	9,309	9,309
532.25-00	Maintenance Matls & Svcs	54,867	44,957	32,609	30,654	30,654	30,654
532.26-00	Other Equipment O & M	647	3,513	17,100	17,100	17,100	17,100
532.27-00	Small Tools	0	0	0	5,000	5,000	5,000
532.28-00	Safety Supplies	3,777	3,288	4,850	5,200	5,200	5,200
532.29-00	Other Materials Supplies	4,321	4,396	0	0	0	0
532.30-01	Dept Share of Insurance	35,081	30,474	25,831	36,314	40,420	40,420
532.30-24	Subrogation Claims Exp	26,056	30,052	40,000	40,000	40,000	40,000
532.33-00	Vehicle Fuel	1,059,239	1,221,558	1,245,662	1,317,121	1,184,121	1,184,121
532.34-00	Contingency Reserve	0	0	9,617	97,815	127,527	127,527
532.35-84	Retro Fee Expense	0	100	0	0	0	0
532.36-00	Vehicle Parts	1,093,518	1,068,796	1,030,050	1,095,194	1,095,194	1,095,194
532.38-00	Support Services	62,879	59,841	61,840	54,444	49,290	49,290
532.45-00	Facilities Maint Charge	24,264	23,492	27,554	35,005	30,548	30,548
	Supplies and Services	2,413,891	2,536,824	2,564,290	2,805,864	2,691,626	2,691,626
533.43-00	Machinery/Equipment	0	3,134	25,000	15,000	15,000	15,000
	Property	0	3,134	25,000	15,000	15,000	15,000
534.91-01	Adm Exp-City Manager	22,757	27,518	27,235	29,447	28,584	28,584
534.91-02	Adm Exp-City Attorney	6,050	5,826	8,394	7,284	6,648	6,648
534.91-03	Adm Exp-City Clerk	9,315	10,113	10,104	13,697	11,382	11,382
534.91-09	Adm Exp-Finance	60,515	68,714	70,070	82,331	79,077	79,077
534.91-10	Adm Exp-Purchasing	7,360	7,356	7,503	8,798	8,532	8,532
534.91-11	Adm Exp-Public Works	60,971	68,390	74,561	83,724	78,329	78,329
534.91-16	Adm Exp-City Council	6,240	6,641	6,578	7,627	7,229	7,229
	Administrative	173,208	194,558	204,445	232,908	219,781	219,781

BUDGET DETAIL EXPENSES

670-1103 Fleet Management							
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
535.92-29	Interdept DSC-Pub Works	48,590	44,372	46,449	48,157	47,054	47,054
535.92-72	Interdept DSC-Supprt Sr	3,649	2,553	2,755	2,919	2,856	2,856
	Interdepartmental	52,239	46,925	49,204	51,076	49,910	49,910
633.64-00	Depreciation Expense	41,050	36,831	0	0	0	0
	Property	41,050	36,831	0	0	0	0
637.65-00	Capital Imp. Projects	1,355	37,845	86,190	1,244	1,244	1,244
	Capital Outlay	1,355	37,845	86,190	1,244	1,244	1,244
968.93-71	Trsf-Facilities Main(671)	9,577	9,920	10,275	10,642	10,642	10,642
968.93-72	Trsf-Support Service(672)	0	40,408	47,754	25,714	25,714	25,714
	Other	9,577	50,328	58,029	36,356	36,356	36,356
**	Fleet Management	3,816,204	4,019,793	4,342,585	4,561,269	4,384,793	4,384,793

FLEET MANAGEMENT

11-00 Share of Corporation Yard utility service.

12-00 Includes modem line for gas station computer, auto shop security alarm, and cellular telephones.

17-00 DMV physicals and license renewals.

18-00 Fire Mechanic Certification and Training.

21-00 Security alarm at Fleet Services buildings.

25-00 Miscellaneous parts and supplies for shop equipment, cleaning supplies, and fuel tank monthly monitoring.

26-00 Fuel Card-Lock/Petrovend Maintenance, Air Pollution Control District fee, underground fuel storage tank annual fee.

34-00 Contingency for emergency vehicle repairs and fuel.

FLEET REPLACEMENT FUND
FUND NO. 674
ACCOUNT NO. 1103

PROGRAM

This fund was created to accumulate money to replace City vehicles. Fleet operation and maintenance activities are accounted for in Fund 670.

BUDGET DETAIL EXPENSES

674-1103 Fleet Management							
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
633.63-00	Vehicle Replacement	1,582,123	2,194,546	3,861,000	3,122,000	2,920,000	2,920,000
633.64-00	Depreciation Expense	1,762,621	1,837,275	0	0	0	0
	Property	3,344,744	4,031,821	3,861,000	3,122,000	2,920,000	2,920,000
958.93-57	Trsf-Water System Fu(557)	0	0	197,791	197,791	197,791	197,791
	Other	0	0	197,791	197,791	197,791	197,791
**	Fleet Management	3,344,744	4,031,821	4,058,791	3,319,791	3,117,791	3,117,791

FACILITIES

FACILITIES MAINTENANCE
FUND NO. 671
ACCOUNT NO. 1119

DESCRIPTION

The Facilities Maintenance Division is responsible for the maintenance and sanitation of 75 separate facility sites that total 194,448 square feet of City-owned buildings and structures, with the exception of Fire Stations and privately leased spaces. The division provides a range of general maintenance and construction services to other City departments, making it possible for workers in those areas to serve the public more efficiently and effectively.

MISSION

Provide quality preventive maintenance, daily sanitation, and care enabling all customers' full and safe use of each facility, while maintaining a high standard of appearance.

GOALS

- Maintain, clean, monitor and ensure facility security, condition, and aesthetics are properly, safely and efficiently maintained for all clients' use, while continually evaluating the same to reduce energy consumption and greenhouse gasses emitted into the atmosphere.
- Complete approved remodeling construction projects in-house.

OBJECTIVES

***PERFORMANCE
MEASUREMENTS/INDICATORS***

- | | |
|---|---|
| 1. Provide excellent custodial and building maintenance services to all clients. | Completion of all priority work order requests within 3 business days.
Monthly review of open work orders and audit of closed work orders. |
| 2. Ensure facilities under the care of the division are properly cleaned and safely maintained for all clients. | Facilities are regularly inspected by the supervisor and annually inspected by the Fire Department. |
| 3. Provide custom remodeling services for approved construction projects. | Monitor and report total construction progress to the Director and document as built changes to City facilities, reporting them to the Engineering Department within 30 days of completion. |

FACILITIES MAINTENANCE

2020/2021 BUDGET HIGHLIGHTS

Aging facilities will increase maintenance costs; expense lines will increase exponentially over time. Upgrades to the H.V.A.C. systems at City Hall and Central P.D. are needed as the current system is obsolete and the software is no longer supported by I.T.

BUDGET DETAIL EXPENSES

671-1119	Facilities Maintenance Op			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	441,853	463,285	539,947	564,912	549,793	549,793
531.03-00	Extra Help	64,996	61,466	64,388	66,159	64,388	64,388
531.04-01	Regular Overtime	27,891	30,476	36,252	36,222	35,253	35,253
531.10-02	Unused Sick Leave	0	0	111	111	111	111
531.10-05	Retirement PERS Classic	21,302	16,896	19,070	20,988	20,429	20,429
531.10-06	Social Security-OASDI	27,735	28,697	34,647	35,879	34,873	34,873
531.10-07	Social Security-Medicare	7,462	7,637	9,037	9,350	9,090	9,090
531.10-09	Retirement-PERS Lateral	165	4,292	4,610	5,119	4,983	4,983
531.10-10	Retirement-PERS New Membr	12,979	14,934	21,647	25,140	24,468	24,468
531.10-12	Workers Compensation	31,813	38,441	65,138	75,611	64,421	64,421
531.10-20	Earned Benefit	89	4,626	4,016	4,126	4,016	4,016
531.10-23	Uniform Cleaning	3,148	4,158	4,644	3,849	3,849	3,849
531.10-27	PTS Plan FICA Alternative	877	832	837	860	837	837
531.10-33	Core Allowance	145,261	143,109	141,690	145,204	142,050	142,050
531.10-35	Post Employment Benefits	46,154	48,868	53,652	55,164	55,164	55,164
531.10-73	Retirement UAL Misc	47,383	62,536	73,061	83,129	83,664	83,664
Personnel Services		879,108	930,253	1,072,747	1,131,823	1,097,389	1,097,389
532.11-00	Utilities	211,355	212,275	228,520	237,737	237,737	237,737
532.12-00	Telephone	7,110	8,931	7,713	9,498	9,498	9,498
532.13-00	Postage	1	21	50	50	50	50
532.17-00	Professional Services	25,682	25,942	32,944	32,944	32,944	32,944
532.18-00	Travel and Meetings	949	296	1,000	1,000	800	800
532.20-00	Training Expense	1,580	0	1,000	1,000	800	800
532.21-00	Rents/Leases	720	600	900	1,068	1,068	1,068
532.23-00	Vehicle Operations/Maint	25,858	26,339	31,227	27,030	25,282	25,282
532.24-00	Memberships, Subscription	919	4,432	4,903	3,596	3,596	3,596
532.25-00	Maintenance Matls & Svcs	258,426	222,153	248,100	273,100	238,100	238,100
532.26-00	Other Equipment O & M	7,379	1,654	3,120	3,120	3,120	3,120
532.27-00	Small Tools	98	246	1,000	1,000	1,000	1,000
532.28-00	Safety Supplies	1,984	4,231	6,640	6,640	6,640	6,640
532.30-01	Dept Share of Insurance	44,609	48,135	49,812	78,274	86,986	86,986
532.30-24	Subrogation Claims Exp	0	0	10,000	10,000	10,000	10,000
532.34-00	Contingency Reserve	0	0	22,444	0	0	0
532.35-84	Retro Fee Expense	50	50	0	0	0	0
532.38-00	Support Services	42,881	42,881	42,881	42,881	42,881	42,881
Supplies and Services		629,601	598,186	692,254	728,938	700,502	700,502
534.91-01	Adm Exp-City Manager	13,278	16,632	18,853	17,279	16,757	16,757
534.91-02	Adm Exp-City Attorney	3,530	3,522	5,811	4,274	3,897	3,897
534.91-03	Adm Exp-City Clerk	5,428	6,111	6,994	8,037	6,672	6,672
534.91-09	Adm Exp-Finance	35,309	41,533	48,505	48,310	46,356	46,356
534.91-10	Adm Exp-Purchasing	4,295	4,446	5,194	5,162	5,002	5,002
534.91-16	Adm Exp-City Council	3,641	4,014	4,554	4,475	4,238	4,238
Administrative		65,481	76,258	89,911	87,537	82,922	82,922
535.92-29	Interdept DSC-Pub Works	20,353	20,801	20,563	21,311	20,826	20,826
Interdepartmental		20,353	20,801	20,563	21,311	20,826	20,826
633.64-00	Depreciation Expense	187,079	182,738	0	0	0	0
Property		187,079	182,738	0	0	0	0
637.65-00	Capital Imp. Projects	161,031	0	0	240,734	87,934	87,934
Capital Outlay		161,031	0	0	240,734	87,934	87,934

BUDGET DETAIL EXPENSES

671-1119 Facilities Maintenance Op							
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
706.71-01	Principal-Bond Payment	0	0	522,960	573,315	573,315	573,315
706.72-01	Interest Bond Payment	242,193	221,506	206,018	181,721	181,721	181,721
	Debt Services	242,193	221,506	728,978	755,036	755,036	755,036
**	Facilities Maintenance Op	2,184,846	2,029,742	2,604,453	2,965,379	2,744,609	2,744,609

FACILITIES MAINTENANCE

- 11-00 Utility cost at the Civic Center, Shannon Parcade, Transportation Center, Merced Parking Garage, and Highway 59 Bulky Item Drop-off Site/Transfer Station.
- 12-00 Includes alarm phone lines at the Civic Center, Transportation Center, Merced Center Parking Garage, as well as cellular and elevator phones.
- 17-00 Landscape maintenance service at the Senior Center and Transportation Center, miscellaneous custodial and HVAC maintenance services.
- 21-00 Fire and intrusion alarm monitoring services at the Transportation Center, Shannon Parcade, Merced Center Parking Garage, and Highway 59 Bulky Item Drop-off Site/Transfer Station.
- 25-00 Custodial supplies such as wax, floor cleaner, mops, paper towels, and hand soap. Elevator maintenance, fire alarm system testing, contract services for cleaning chairs and carpet, and Amtrak Station cleanup services.

FOOTNOTE: Costs of Civic Center and other City facilities maintenance are spread to departments based on share of square footage and hours assigned.