

**CITY OF MERCED  
2021-2022 CITY COUNCIL APPROVED BUDGET**

**TAB 11**

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## **PUBLIC WORKS DEPARTMENT**

### **“CUSTOMER SERVICE WITH QUALITY CARE”**

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#### ***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**

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***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.

***2021/2022 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. Administrative staff will continue to utilize the Subscribe Merced 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 2021/2022 year.

Public Works Oper. Admin

EXPENSES	Actual 2018-19	Actual 2019-20	Final Budget 2020-21	Dept. Head Request 2021-22	City Mgr. Recom. 2021-22	Council Approval 2021-22
Personnel Expenses	1,163,816	1,227,597	1,489,294	1,585,134	1,626,565	1,626,565
Supplies and Services	501,883	553,274	578,588	643,959	695,370	695,370
Debt Service	0	0	0	0	0	0
Acquisitions	14,232	0	0	0	0	0
Capital Improvements	16,782	22,670	0	0	0	0
* Undefined *	24,002	27,811	16,930	17,075	17,075	17,075
<b>TOTAL</b>	<b>1,720,715</b>	<b>1,831,352</b>	<b>2,084,812</b>	<b>2,246,168</b>	<b>2,339,010</b>	<b>2,339,010</b>

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FINANCING SOURCES	Actual 2018-19	Actual 2019-20	Final Budget 2020-21	Estimated 2021-22
Investment Earnings	7,758	7,958	7,170	4,530
Unclassified	372	0	0	0
Adm Reimb-General Fund	36,647	37,582	35,544	57,740
Adm Reimb-Maint. District	8,987	9,262	9,519	9,659
Adm Reimb-Street Maint.	44,769	48,019	50,468	70,245
Adm Reimb-Wastewater Sys	259,090	283,756	294,347	401,087
Adm Reimb-Water System	180,674	193,886	206,772	287,913
Adm Reimb-Refuse System	265,271	289,891	298,955	475,464
Adm Reimb-Fleet Managemnt	68,390	74,561	78,329	110,897
Interdept DSR-Develop Svc	0	0	0	9,225
Interdept DSR-General Fnd	72,678	71,193	72,899	63,967
Interdept DSR-Maint Dist	36,398	39,352	39,984	44,530
Interdept DSR-Streets	62,886	53,933	62,309	51,148
Interdept DSR-CFD's	25,316	28,051	29,294	34,344
Interdept DSR-Wastewater	113,509	110,497	115,166	117,906
Interdept DSR-Water Sys	110,393	95,215	114,440	103,005
Interdept DSR-Refuse	405,085	392,157	345,218	327,121
Interdept DSR-Fleet	44,372	46,449	47,054	49,665
Interdept DSR-Facilities	20,801	20,563	20,826	20,106
Other Revenues	42,681	29,027	256,518	100,458
<b>TOTAL</b>	<b>1,720,715</b>	<b>1,831,352</b>	<b>2,084,812</b>	<b>2,339,010</b>

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PERSONNEL

Number of Positions

Classification	Funded In Budget 2020-21	Dept. Head Request 2021-22	City Mgr. Recom. 2021-22	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	2.25	2.25	2.25	2.25
Systems Tech I/II/III	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
<b>TOTAL</b>	<b>13.50</b>	<b>13.50</b>	<b>13.50</b>	<b>13.50</b>



BUDGET DETAIL EXPENSES

029-1102	Public Works Oper, Admin						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
531.01-00	Regular Salaries	701,832	764,255	932,512	937,375	972,677	972,677
531.03-00	Extra Help	6,973	2,105	0	29,265	30,143	30,143
531.04-01	Regular Overtime	1,262	472	7,005	5,374	5,535	5,535
531.10-05	Retirement PERS Classic	40,640	43,009	43,649	44,743	46,412	46,412
531.10-06	Social Security-OASDI	41,231	45,232	56,168	56,692	58,626	58,626
531.10-07	Social Security-Medicare	9,966	10,824	13,238	13,713	14,244	14,244
531.10-08	State Unemployment	3,471	30	0	12,887	12,887	12,887
531.10-10	Retirement-PERS New Membr	15,529	20,592	40,828	38,214	39,670	39,670
531.10-12	Workers Compensation	2,572	3,092	3,247	2,706	2,706	2,706
531.10-20	Earned Benefit	3,988	9,474	6,652	9,837	15,325	15,325
531.10-21	Bilingual Pay Program	646	0	0	0	0	0
531.10-27	PTS Plan FICA Alternative	91	27	0	380	392	392
531.10-33	Core Allowance	191,104	167,535	215,273	226,474	226,474	226,474
531.10-35	Post Employment Benefits	34,474	33,884	28,819	40,013	40,013	40,013
531.10-73	Retirement UAL Misc	110,037	127,066	141,903	167,461	161,461	161,461
Personnel Services		1,163,816	1,227,597	1,489,294	1,585,134	1,626,565	1,626,565
532.11-00	Utilities	16,493	18,530	18,413	20,131	20,131	20,131
532.12-00	Telephone	2,440	4,074	4,641	4,641	4,641	4,641
532.13-00	Postage	373	43	500	500	500	500
532.15-00	Office Supplies	24,595	25,222	27,500	28,050	28,050	28,050
532.17-00	Professional Services	12,757	2,232	4,970	7,674	7,674	7,674
532.18-00	Travel and Meetings	2,119	828	7,966	4,757	4,757	4,757
532.20-00	Training Expense	1,561	509	9,484	7,223	7,223	7,223
532.21-00	Rents/Leases	5,031	10,408	6,632	6,992	6,992	6,992
532.22-00	Office Equipment O & M	1,011	735	1,000	1,250	1,250	1,250
532.23-00	Vehicle Operations/Maint	3,610	8,954	10,987	9,064	9,064	9,064
532.24-00	Memberships, Subscription	13,577	11,776	12,239	15,447	15,447	15,447
532.25-00	Maintenance Matis & Svcs	6,298	8,674	15,042	8,875	8,875	8,875
532.28-00	Safety Supplies	6,061	5,999	8,000	8,000	8,000	8,000
532.30-01	Dept Share of Insurance	23,680	21,319	32,171	26,567	26,567	26,567
532.32-00	Vehicle Replacement Fee	14,136	13,831	15,561	17,284	17,284	17,284
532.34-00	Contingency Reserve	0	0	122	19,538	62,761	62,761
532.35-84	Retro Fee Expense	250	200	0	0	0	0
532.38-00	Support Services	281,919	313,873	326,998	362,267	369,160	369,160
532.45-00	Facilities Maint Charge	80,150	99,627	70,548	89,659	90,830	90,830
Supplies and Services		496,061	546,834	572,774	637,919	689,206	689,206
533.43-00	Machinery/Equipment	14,232	0	0	0	0	0
Property		14,232	0	0	0	0	0
534.91-03	Adm Exp-City Clerk	13	0	0	0	0	0
Administrative		13	0	0	0	0	0
535.92-17	Interdept DSC-Develop Svc	3,453	2,602	3,155	3,331	3,404	3,404
535.92-72	Interdept DSC-Supprt Sr	2,356	3,838	2,659	2,709	2,760	2,760
Interdepartmental		5,809	6,440	5,814	6,040	6,164	6,164
633.64-00	Depreciation Expense	16,782	22,670	0	0	0	0
Property		16,782	22,670	0	0	0	0
968.93-71	Trnsf-Facilities Main(671)	3,796	3,931	4,072	4,217	4,217	4,217

BUDGET DETAIL EXPENSES

029-1102	Public Works Oper. Admin						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
968.93-72	Trsf-Support Service(672)	20,206	23,880	12,858	12,858	12,858	12,858
	Other	24,002	27,811	16,930	17,075	17,075	17,075
**	Public Works Oper. Admin	1,720,715	1,831,352	2,084,812	2,246,168	2,339,010	2,339,010

## **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**

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***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 2022. 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 2022.

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 2022.

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.

### ***2021/2022 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 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
531.01-00	Regular Salaries	416,332	464,625	470,630	454,836	468,863	468,863
531.03-00	Extra Help	32,398	31,539	38,573	36,749	37,852	37,852
531.04-01	Regular Overtime	70,247	59,373	74,578	76,069	78,351	78,351
531.04-04	Call Back Time Worked	9,608	9,319	16,090	16,398	16,890	16,890
531.10-02	Unused Sick Leave	1,301	1,333	2,183	1,922	1,980	1,980
531.10-05	Retirement PERS Classic	19,560	22,278	24,073	17,273	17,824	17,824
531.10-06	Social Security-OASDI	32,909	35,429	37,461	36,607	37,769	37,769
531.10-07	Social Security-Medicare	8,166	8,746	9,321	9,094	9,382	9,382
531.10-10	Retirement-PERS New Membr	13,679	16,709	18,623	23,028	23,719	23,719
531.10-12	Workers Compensation	49,263	62,956	50,364	34,746	34,746	34,746
531.10-17	Stand By Pay	33,946	38,693	42,491	44,696	46,037	46,037
531.10-20	Earned Benefit	14,964	16,662	18,064	18,627	23,265	23,265
531.10-21	Bilingual Pay Program	808	936	960	1,440	1,440	1,440
531.10-23	Uniform Cleaning	2,462	1,862	2,729	2,981	2,981	2,981
531.10-27	PTS Plan FICA Alternative	422	413	502	478	492	492
531.10-33	Core Allowance	129,802	131,313	133,879	139,337	139,337	139,337
531.10-35	Post Employment Benefits	39,448	33,012	33,759	34,591	34,591	34,591
531.10-73	Retirement UAL Misc	53,036	63,373	71,617	83,594	77,829	77,829
Personnel Services		928,351	998,571	1,045,897	1,032,466	1,053,348	1,053,348
532.11-00	Utilities	415,676	450,971	457,970	465,443	465,443	465,443
532.12-00	Telephone	3,834	4,493	4,830	5,790	5,790	5,790
532.13-00	Postage	425	270	425	425	425	425
532.17-00	Professional Services	142,954	132,424	176,371	188,318	188,318	188,318
532.18-00	Travel and Meetings	1,604	717	6,381	6,381	6,381	6,381
532.20-00	Training Expense	4,877	3,057	4,727	4,727	4,727	4,727
532.21-00	Rents/Leases	300	300	348	348	348	348
532.23-00	Vehicle Operations/Maint	144,601	140,033	151,080	126,935	126,935	126,935
532.24-00	Memberships, Subscription	4,025	5,085	5,053	7,931	7,931	7,931
532.25-00	Maintenance Matls & Svcs	274,299	248,661	329,634	416,129	416,129	416,129
532.26-00	Other Equipment O & M	3,982	4,847	7,995	8,154	8,154	8,154
532.27-00	Small Tools	2,855	3,200	3,350	3,417	3,417	3,417
532.28-00	Safety Supplies	3,267	4,163	5,870	6,225	6,225	6,225
532.30-01	Dept Share of Insurance	58,621	47,927	75,200	99,697	99,697	99,697
532.30-24	Subrogation Claims Exp	1,138	9,793	96,000	96,000	96,000	96,000
532.35-84	Retro Fee Expense	150	100	0	0	0	0
532.38-00	Support Services	33,722	35,310	27,366	25,201	25,726	25,726
532.45-00	Facilities Maint Charge	19,953	21,108	21,887	23,219	23,620	23,620
532.46-00	Computer Replacement Chrg	0	0	0	9	9	9
Supplies and Services		1,116,283	1,112,459	1,374,487	1,484,349	1,485,275	1,485,275
533.43-00	Machinery/Equipment	0	8,276	24,000	21,000	21,000	21,000
Property		0	8,276	24,000	21,000	21,000	21,000
534.91-01	Adm Exp-City Manager	30,835	34,055	34,382	32,476	31,901	31,901
534.91-02	Adm Exp-City Attorney	6,529	10,497	7,996	9,510	9,657	9,657
534.91-03	Adm Exp-City Clerk	11,328	12,634	13,690	12,805	13,244	13,244
534.91-09	Adm Exp-Finance	76,997	87,617	95,114	99,844	101,001	101,001
534.91-10	Adm Exp-Purchasing	8,242	9,382	10,263	10,057	10,236	10,236
534.91-11	Adm Exp-Public Works	44,769	48,019	50,468	68,708	70,245	70,245
534.91-16	Adm Exp-City Council	7,442	8,225	8,696	10,259	10,196	10,196
Administrative		186,142	210,429	220,609	243,659	246,480	246,480
535.92-17	Interdept DSC-Develop Svc	177,528	183,224	193,620	198,714	202,947	202,947

BUDGET DETAIL EXPENSES

022-1104	Street/Light Maintenance						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
535.92-29	Interdept DSC-Pub Works	62,886	53,933	62,309	49,942	51,148	51,148
535.92-53	Interdept DSC-Wastewater	273	226	172	176	179	179
535.92-72	Interdept DSC-Supprrt Sr	296	296	296	296	296	296
	Interdepartmental	240,983	237,679	256,397	249,128	254,570	254,570
968.93-71	Trsf-Facilities Main(671)	336,144	348,169	360,615	373,496	373,496	373,496
968.93-72	Trsf-Support Service(672)	0	31,742	17,092	17,092	17,092	17,092
	Other	336,144	379,911	377,707	390,588	390,588	390,588
**	Street/Light Maintenance	2,807,903	2,947,325	3,299,097	3,421,190	3,451,261	3,451,261

## **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**

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***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.



BUDGET DETAIL EXPENSES

061-1126 Measure "C"- Public Works							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
532.38-00	Support Services	26	283	8	7	7	7
	Supplies and Services	26	283	8	7	7	7
534.91-01	Adm Exp-City Manager	0	366	1,034	926	923	923
534.91-02	Adm Exp-City Attorney	0	113	241	271	279	279
534.91-03	Adm Exp-City Clerk	0	136	412	365	383	383
534.91-09	Adm Exp-Finance	1	941	2,862	2,847	2,923	2,923
534.91-10	Adm Exp-Purchasing	0	101	309	287	296	296
534.91-16	Adm Exp-City Council	0	88	262	292	295	295
	Administrative	1	1,745	5,120	4,988	5,099	5,099
637.65-00	Capital Imp. Projects	0	0	0	0	1,000,000	1,000,000
	Capital Outlay	0	0	0	0	1,000,000	1,000,000
908.93-22	Trsf-Street Maint/Lt(022)	100,000	125,000	125,000	125,000	125,000	125,000
	Other	100,000	125,000	125,000	125,000	125,000	125,000
968.93-72	Trsf-Support Service(672)	72	85	46	46	46	46
	Other	72	85	46	46	46	46
**	Measure "C"- Public Works	100,099	127,113	130,174	130,041	1,130,152	1,130,152

STREET AND STREETLIGHT MAINTENANCE

**MEASURE "V" FUND-PUBLIC WORKS**

**FUND NO's. 075, 078 & 445**

**ACCOUNT NO. 1145**

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***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 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
637.65-00	Capital Imp. Projects	322,659	134,236	666,725	778,603	803,871	803,871
	Capital Outlay	322,659	134,236	666,725	778,603	803,871	803,871
908.93-22	Trsf-Street Maint/Lt(022)	59,195	89,735	54,050	69,849	72,435	72,435
	Other	59,195	89,735	54,050	69,849	72,435	72,435
**	Measure "V"-Public Works	381,854	223,971	720,775	848,452	876,306	876,306



BUDGET DETAIL EXPENSES

078-1145 Measure "V"-Public Works							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
637.65-00	Capital Imp. Projects	555,330	896,842	3,205,168	3,310,120	3,411,232	3,411,232
	Capital Outlay	555,330	896,842	3,205,168	3,310,120	3,411,232	3,411,232
908.93-22	Trsf-Street Maint/Lt(022)	236,785	297,525	216,199	279,395	289,699	289,699
	Other	236,785	297,525	216,199	279,395	289,699	289,699
**	Measure "V"-Public Works	792,115	1,194,367	3,421,367	3,589,515	3,700,931	3,700,931



BUDGET DETAIL EXPENSES

445-1145 Measure "V"-Public Works							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
637.65-00	Capital Imp. Projects	0	0	0	7,595,349	7,595,349	7,595,349
	Capital Outlay	0	0	0	7,595,349	7,595,349	7,595,349
**	Measure "V"-Public Works	0	0	0	7,595,349	7,595,349	7,595,349

STREET AND STREETLIGHT MAINTENANCE

**CAPITAL IMPROVEMENT PROJECT FUND**

**FUND NO. 450**

**ACCOUNT NO. 1104**

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***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						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
637.65-00	Capital Imp. Projects	5,005,693	1,687,285	10,938,173	12,052,242	11,999,652	11,999,652
	Capital Outlay	5,005,693	1,687,285	10,938,173	12,052,242	11,999,652	11,999,652
908.93-07	Trsf-Local Trans SR (007)	112,218	7,328	0	0	0	0
908.93-25	Trsf-STP Fund (025)	33,993	51,157	3,955	80,759	43,148	43,148
908.93-76	Trsf-2030 Gas Tax-SR(076)	0	24,714	0	0	0	0
	Other	146,211	83,199	3,955	80,759	43,148	43,148
**	Street/Light CIP	5,151,904	1,770,484	10,942,128	12,133,001	12,042,800	12,042,800



# **PARKS MAINTENANCE**

**PARKS MAINTENANCE**  
**FUND NO. 001 & 158**  
**ACCOUNT NO. 1120 & 1137**

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***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. |
| 4. Continue Maintenance District and CFD tree trimming areas by private contractors.  | Inspect Maintenance Districts and CFD tree trimming weekly to ensure work is per contract and follows ISA best management practices.   |

**2021/2022 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 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
531.01-00	Regular Salaries	352,858	331,821	307,831	345,729	417,170	417,170
531.04-01	Regular Overtime	23,564	10,907	16,185	26,185	26,971	26,971
531.04-04	Call Back Time Worked	2,326	762	3,082	3,082	3,174	3,174
531.10-02	Unused Sick Leave	0	0	0	429	442	442
531.10-05	Retirement PERS Classic	19,817	17,440	16,497	11,735	12,119	12,119
531.10-06	Social Security-OASDI	22,898	21,333	20,490	23,549	28,060	28,060
531.10-07	Social Security-Medicare	5,355	4,989	4,792	5,507	6,562	6,562
531.10-10	Retirement-PERS New Membr	7,770	10,384	11,433	18,894	24,832	24,832
531.10-12	Workers Compensation	39,908	48,081	64,481	50,863	50,863	50,863
531.10-17	Stand By Pay	8,337	4,641	10,202	10,202	10,508	10,508
531.10-20	Earned Benefit	1,316	5,545	2,900	3,853	6,839	6,839
531.10-21	Bilingual Pay Program	520	634	0	1,740	1,740	1,740
531.10-23	Uniform Cleaning	1,492	1,703	1,577	1,829	1,829	1,829
531.10-33	Core Allowance	105,344	77,150	68,551	89,527	89,527	89,527
531.10-35	Post Employment Benefits	80,674	84,657	81,816	86,339	86,339	86,339
531.10-73	Retirement UAL Misc	47,065	51,986	50,668	61,764	69,249	69,249
Personnel Services		719,244	672,033	660,505	741,227	836,224	836,224
532.11-00	Utilities	341,224	369,124	350,654	358,297	358,297	358,297
532.12-00	Telephone	1,155	2,072	2,952	2,551	2,551	2,551
532.17-00	Professional Services	211,619	262,096	262,803	259,464	259,464	259,464
532.18-00	Travel and Meetings	624	163	1,116	1,395	1,395	1,395
532.20-00	Training Expense	355	1,113	600	750	750	750
532.21-00	Rents/Leases	0	0	3,043	3,050	3,050	3,050
532.23-00	Vehicle Operations/Maint	58,273	58,535	65,920	64,639	64,639	64,639
532.24-00	Memberships, Subscription	2,969	3,268	4,013	4,626	4,626	4,626
532.25-00	Maintenance Matls & Svcs	82,760	104,376	78,251	79,815	79,815	79,815
532.26-00	Other Equipment O & M	514	706	1,627	1,627	1,627	1,627
532.27-00	Small Tools	1,615	1,840	2,860	2,917	2,917	2,917
532.28-00	Safety Supplies	2,713	2,996	4,772	4,772	4,772	4,772
532.29-00	Other Materials Supplies	29,306	7,754	26,451	126,451	26,451	26,451
532.30-01	Dept Share of Insurance	23,976	20,898	30,923	40,256	40,256	40,256
532.35-84	Retro Fee Expense	150	100	0	0	0	0
532.38-00	Support Services	30,208	29,099	19,919	21,196	24,294	24,294
532.45-00	Facilities Maint Charge	177,928	188,919	224,462	238,396	242,319	242,319
532.46-00	Computer Replacement Chrg	0	0	0	4	4	4
Supplies and Services		965,389	1,053,059	1,080,366	1,210,206	1,117,227	1,117,227
533.43-00	Machinery/Equipment	0	0	0	40,000	75,000	75,000
Property		0	0	0	40,000	75,000	75,000
534.91-11	Adm Exp-Public Works	36,647	37,582	35,544	52,057	57,740	57,740
Administrative		36,647	37,582	35,544	52,057	57,740	57,740
535.92-01	Interdept DSC-General Fnd	1,640	1,640	1,533	1,560	1,560	1,560
535.92-29	Interdept DSC-Pub Works	47,242	43,553	44,159	33,329	34,131	34,131
535.92-72	Interdept DSC-Supprt Sr	49	49	49	49	49	49
Interdepartmental		48,931	45,242	45,741	34,938	35,740	35,740
637.65-00	Capital Imp. Projects	0	0	708	708	708	708
Capital Outlay		0	0	708	708	708	708
**	Parks Maintenance	1,770,211	1,807,916	1,822,864	2,079,136	2,122,639	2,122,639

**COMMUNITY FACILITIES DISTRICT**  
**FUND NOS. 150, 155, 156, 157, 158 & 164-204**  
**ACCOUNT NOS. 0911, 1164, 1024, 1137, & 1166**

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***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 164-203 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.



CFD-PW-Parks Maintenance

PERSONNEL

Number of Positions

Classification	Funded In Budget 2020-21	Dept. Head Request 2021-22	City Mgr. Recom. 2021-22	Council Approval
Public Works Mgr-Tax Services	.15	.15	.15	.15
Public Works Spvr-Parks/Trees	.10	.10	.10	.10
Park Worker I/II or Lead Park Worker	2.00	2.00	2.00	2.00
TOTAL	2.25	2.25	2.25	2.25



BUDGET DETAIL EXPENSES

158-1137	CFD-PW-Parks Maintenance			FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	REQUEST	RECOM.	APPROVAL
		2018-19	2019-20	2020-21	2021-22	2021-22	2021-22
531.01-00	Regular Salaries	49,148	76,092	113,887	118,045	121,873	121,873
531.04-01	Regular Overtime	2,486	1,277	3,190	3,190	3,286	3,286
531.04-04	Call Back Time Worked	391	0	0	290	299	299
531.10-02	Unused Sick Leave	0	0	0	322	332	332
531.10-05	Retirement PERS Classic	841	2,621	5,804	5,731	5,927	5,927
531.10-06	Social Security-OASDI	3,338	4,928	7,178	7,693	7,947	7,947
531.10-07	Social Security-Medicare	781	1,152	1,679	1,799	1,859	1,859
531.10-08	State Unemployment	0	900	0	0	0	0
531.10-10	Retirement-PERS New Membr	3,078	3,757	4,527	4,733	4,875	4,875
531.10-12	Workers Compensation	2,291	4,460	5,499	7,317	7,317	7,317
531.10-17	Stand By Pay	1,599	492	0	3,866	3,982	3,982
531.10-20	Earned Benefit	443	2,575	967	1,390	3,113	3,113
531.10-21	Bilingual Pay Program	59	22	0	180	180	180
531.10-23	Uniform Cleaning	227	211	252	458	458	458
531.10-33	Core Allowance	8,482	8,593	22,505	25,877	25,877	25,877
531.10-73	Retirement UAL Misc	7,255	10,712	13,507	21,089	20,230	20,230
531.35-84	Retro Fee Expense	50	0	0	0	0	0
Personnel Services		80,469	117,792	178,995	201,980	207,555	207,555
532.11-00	Utilities	47,372	66,731	75,929	77,448	77,448	77,448
532.12-00	Telephone	0	0	248	319	319	319
532.17-00	Professional Services	22,589	29,198	29,198	29,607	29,607	29,607
532.20-00	Training Expense	0	59	0	0	0	0
532.23-00	Vehicle Operations/Maint	881	3,047	6,945	3,058	3,058	3,058
532.24-00	Memberships, Subscription	317	314	618	925	925	925
532.25-00	Maintenance Matls & Svcs	8,552	10,969	17,000	17,340	17,340	17,340
532.27-00	Small Tools	0	1,247	1,340	1,367	1,367	1,367
532.28-00	Safety Supplies	0	0	1,320	1,340	1,340	1,340
532.29-00	Other Materials Supplies	0	0	7,500	13,000	13,000	13,000
532.30-01	Dept Share of Insurance	2,233	2,062	4,342	4,818	4,818	4,818
532.32-00	Vehicle Replacement Fee	1,436	1,353	1,154	1,279	1,279	1,279
532.34-00	Contingency Reserve	0	0	84,158	28,537	24,763	24,763
532.38-00	Support Services	4,209	5,620	5,117	6,401	6,476	6,476
Supplies and Services		87,589	120,600	234,869	185,439	181,740	181,740
533.43-00	Machinery/Equipment	0	0	0	8,000	8,000	8,000
Property		0	0	0	8,000	8,000	8,000
535.92-01	Interdept DSC-General Fnd	2,981	3,260	3,310	3,461	9,360	9,360
535.92-22	Interdept DSC-Streets	0	0	1,455	0	0	0
535.92-53	Interdept DSC-Wastewater	0	378	1,741	0	0	0
Interdepartmental		2,981	3,638	6,506	3,461	9,360	9,360
968.93-71	Trnsf-Facilities Main(671)	4,362	4,518	4,679	4,847	4,847	4,847
Other		4,362	4,518	4,679	4,847	4,847	4,847
**	CFD-PW-Parks Maintenance	175,401	246,548	425,049	403,727	411,502	411,502

## **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**

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***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 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
532.17-00	Professional Services	0	0	2,176,742	2,220,276	826,742	826,742
	Supplies and Services	0	0	2,176,742	2,220,276	826,742	826,742
633.64-00	Depreciation Expense	611,169	596,549	0	0	0	0
	Property	611,169	596,549	0	0	0	0
637.65-00	Capital Imp. Projects	581,985	3,277,410	22,083,620	24,675,060	27,352,639	27,352,639
	Capital Outlay	581,985	3,277,410	22,083,620	24,675,060	27,352,639	27,352,639
**	Restricted Water System	1,193,154	3,873,959	24,260,362	26,895,336	28,179,381	28,179,381

**RESTRICTED WATER MAINS**  
**FUND NO. 566**  
**ACCOUNT NO. 1118**

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***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 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
ACCT. NO.	ACCOUNT DESCRIPTION						
633.64-00	Depreciation Expense	102,786	98,022	0	0	0	0
	Property	102,786	98,022	0	0	0	0
637.65-00	Capital Imp. Projects	0	0	5,292,161	6,252,581	6,252,581	6,252,581
	Capital Outlay	0	0	5,292,161	6,252,581	6,252,581	6,252,581
**	Restricted Water Mains	102,786	98,022	5,292,161	6,252,581	6,252,581	6,252,581

**WATER SYSTEM**  
**FUND NO. 557**  
**ACCOUNT NO. 1106**

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***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.

### ***2021/2022 BUDGET HIGHLIGHTS***

Production: Install new fluoride injection and monitoring equipment to maintain SWRCB compliance. Continue SCADA upgrades.

Distribution: Continue main line replacement program. Develop NO DES mainline flushing route.

Water Supply Assurance: Monitor and plan for extreme drought conditions by actively participating in applicable 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.



BUDGET DETAIL EXPENSES

557-1106	Water System						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
516.62-00	Stores Inventory Adjust	16,349	347	0	0	0	0
	Other	16,349	347	0	0	0	0
531.01-00	Regular Salaries	1,714,863	1,833,094	2,072,691	2,123,321	2,189,504	2,189,504
531.03-00	Extra Help	57,386	0	0	0	0	0
531.04-01	Regular Overtime	90,815	93,251	72,569	93,045	95,836	95,836
531.04-04	Call Back Time Worked	17,929	19,624	21,360	21,360	22,001	22,001
531.10-02	Unused Sick Leave	1,505	1,851	1,852	0	0	0
531.10-05	Retirement PERS Classic	103,927	104,905	117,274	102,417	105,679	105,679
531.10-06	Social Security-OASDI	112,480	122,895	135,872	139,024	143,545	143,545
531.10-07	Social Security-Medicare	27,139	28,741	31,776	32,514	33,571	33,571
531.10-08	State Unemployment	0	0	2,770	0	0	0
531.10-10	Retirement-PERS New Membr	33,461	46,081	70,795	85,758	88,353	88,353
531.10-12	Workers Compensation	93,357	123,443	155,959	145,683	145,683	145,683
531.10-17	Stand By Pay	57,771	78,998	93,440	93,440	96,243	96,243
531.10-20	Earned Benefit	9,088	73,270	16,791	16,791	32,251	32,251
531.10-21	Bilingual Pay Program	439	578	1,404	2,604	2,604	2,604
531.10-23	Uniform Cleaning	8,781	8,903	9,091	9,343	9,343	9,343
531.10-27	PTS Plan FICA Alternative	747	0	0	0	0	0
531.10-33	Core Allowance	537,529	496,721	562,814	647,699	647,699	647,699
531.10-35	Post Employment Benefits	49,602	49,057	47,316	56,828	56,828	56,828
531.10-73	Retirement UAL Misc	242,068	282,076	315,408	379,329	363,449	363,449
	Personnel Services	3,158,887	3,363,488	3,729,182	3,949,156	4,032,589	4,032,589
532.11-00	Utilities	1,460,429	1,577,080	1,637,499	1,693,893	1,693,893	1,693,893
532.12-00	Telephone	18,386	26,983	29,804	31,040	31,040	31,040
532.13-00	Postage	42,574	45,203	60,858	57,571	57,571	57,571
532.14-00	Advertising	43,721	24,560	45,500	45,500	45,500	45,500
532.16-00	Printing	12,901	14,451	18,772	25,464	25,464	25,464
532.17-00	Professional Services	747,285	711,962	1,232,948	1,158,598	1,187,598	1,187,598
532.18-00	Travel and Meetings	5,194	2,438	7,520	7,600	7,600	7,600
532.19-00	Mileage	244	364	1,000	1,000	1,000	1,000
532.20-00	Training Expense	21,684	11,056	20,102	25,127	25,127	25,127
532.21-00	Rents/Leases	1,520	14,673	23,912	24,712	24,712	24,712
532.23-00	Vehicle Operations/Maint	242,629	306,647	273,576	280,489	280,489	280,489
532.24-00	Memberships, Subscription	21,334	21,929	33,380	38,710	38,710	38,710
532.25-00	Maintenance Matls & Svcs	552,183	598,109	800,000	800,000	800,000	800,000
532.26-00	Other Equipment O & M	71,540	125,692	293,809	311,309	311,309	311,309
532.27-00	Small Tools	11,070	14,593	15,171	15,171	15,171	15,171
532.28-00	Safety Supplies	14,242	18,035	25,771	24,271	24,271	24,271
532.29-00	Other Materials Supplies	334,751	198,338	265,640	288,140	288,140	288,140
532.30-01	Dept Share of Insurance	100,799	88,461	141,905	141,295	141,295	141,295
532.32-00	Vehicle Replacement Fee	336,119	342,237	330,392	382,226	382,226	382,226
532.34-00	Contingency Reserve	0	0	0	18,000	18,000	18,000
532.35-84	Retro Fee Expense	50	100	156	150	150	150
532.38-00	Support Services	204,814	233,231	188,544	200,518	204,525	204,525
532.45-00	Facilities Maint Charge	63,802	67,763	62,134	67,730	68,385	68,385
532.46-00	Computer Replacement Chrg	29,271	28,370	0	0	0	0
	Supplies and Services	4,336,542	4,472,275	5,508,393	5,638,514	5,672,176	5,672,176
533.43-00	Machinery/Equipment	12,113	23,911	570,000	272,500	272,500	272,500
	Property	12,113	23,911	570,000	272,500	272,500	272,500
534.91-01	Adm Exp-City Manager	132,213	109,788	123,730	116,464	114,318	114,318

BUDGET DETAIL EXPENSES

557-1106	Water System						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
534.91-02	Adm Exp-City Attorney	27,993	33,839	28,776	34,105	34,605	34,605
534.91-03	Adm Exp-City Clerk	48,642	40,784	49,367	46,136	47,674	47,674
534.91-09	Adm Exp-Finance	330,148	282,462	342,292	358,051	361,934	361,934
534.91-10	Adm Exp-Purchasing	35,342	30,245	36,933	36,066	36,680	36,680
534.91-11	Adm Exp-Public Works	180,674	193,886	206,772	281,152	287,913	287,913
534.91-16	Adm Exp-City Council	31,909	26,517	31,293	36,789	36,537	36,537
	Administrative	786,921	717,521	819,163	908,763	919,661	919,661
535.92-01	Interdept. DSC-General Fnd	708,208	722,967	708,525	733,079	738,439	738,439
535.92-17	Interdept. DSC-Develop Svc	492,590	453,377	512,713	460,406	470,336	470,336
535.92-29	Interdept. DSC-Pub Works	110,393	95,215	114,440	100,237	103,005	103,005
535.92-53	Interdept. DSC-Wastewater	218	226	293	176	179	179
535.92-72	Interdept. DSC-Supprt Sr	57,423	62,292	63,475	63,335	64,526	64,526
	Interdepartmental	1,368,832	1,334,077	1,399,446	1,357,233	1,376,485	1,376,485
633.64-00	Depreciation Expense	1,816,361	1,774,686	0	0	0	0
	Property	1,816,361	1,774,686	0	0	0	0
637.65-00	Capital Imp. Projects	661,676	769,079	9,980,913	13,087,300	13,087,300	13,087,300
	Capital Outlay	661,676	769,079	9,980,913	13,087,300	13,087,300	13,087,300
706.71-01	Principal-Bond Payment	0	0	455,000	460,000	460,000	460,000
706.72-01	Interest Bond Payment	112,367	95,370	82,100	64,000	64,000	64,000
706.73-01	Agent Fees-Bond Payment	1,800	1,800	2,500	2,500	2,500	2,500
	Debt Services	114,167	97,170	539,600	526,500	526,500	526,500
918.93-20	Trsf-Downtown Maint (120)	37	37	37	37	37	37
918.93-43	Trsf-Davenport Ranch(143)	1,902	1,931	1,829	0	0	0
	Other	1,939	1,968	1,866	37	37	37
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
968.93-67	Trsf-Liability Ins. (667)	39,148	3,734	42,240	42,921	42,921	42,921
968.93-72	Trsf-Support Service(672)	107,111	126,585	68,161	68,161	68,161	68,161
	Other	146,259	130,319	110,401	111,082	111,082	111,082
978.93-73	Trsf-SEC 115 Trust (773)	1,300,000	0	0	0	0	0
	Other	1,300,000	0	0	0	0	0
**	Water System	13,970,046	12,934,841	22,908,964	26,101,085	26,248,330	26,248,330

## WATER SYSTEM

- 11-00 Electrical and water 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, 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, and flushing route engineer design.
- 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, lease payment for storage of water supplies at Refuse container yard, and copier maintenance agreement.
- 23-00 Vehicle operations and maintenance



**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; backflow testing equipment calibration, 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, SJVAPCD permit fees, and MIUGSA 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, cart-away cement trailer, and fluoride equipment and residual analyzers.

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

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***PROGRAM***

Accounts for capital projects related to PCE remediation.



BUDGET DETAIL EXPENSES

463-1154 PCE CIP							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
637.65-00	Capital Imp. Projects	230,357	150,227	901,158	959,011	959,011	959,011
	Capital Outlay	230,357	150,227	901,158	959,011	959,011	959,011
**	PCE CIP	230,357	150,227	901,158	959,011	959,011	959,011

**MTBE Settlement**  
**FUND NO. 464**  
**ACCOUNT NO. 1153**

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***PROGRAM***

Accounts for costs and capital projects related to MTBE remediation.



BUDGET DETAIL EXPENSES

464-1153 MTBE - CIP							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
637.65-00	Capital Imp. Projects	0	0	1,686,688	1,716,269	1,716,269	1,716,269
	Capital Outlay	0	0	1,686,688	1,716,269	1,716,269	1,716,269
**	MTBE - CIP	0	0	1,686,688	1,716,269	1,716,269	1,716,269

# **SEWER AND WASTEWATER**



**WASTEWATER COLLECTION SYSTEM**  
**FUND NO. 553**  
**ACCOUNT NO. 1107**

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***DESCRIPTION***

The Wastewater Collection System Division takes a proactive approach directed at maintaining the current wastewater system assets, improving system reliability, and providing adequate capacity to limit the occurrence of spills. The Wastewater Collection System infrastructure consists of over 276 miles of pipe, ranging from 6 to 48 inches. The collection system conveys wastewater from homes, businesses, institutions, and industries to the City of Merced Wastewater Treatment Facility.

***MISSION***

To provide a plan and schedule to properly manage, operate, and maintain all parts of the sanitary sewer system.

***GOALS***

- ◇ Minimize the number and magnitude of spills.
- ◇ Respond to emergency sewer calls within 30 minutes.
- ◇ Operate all pump stations as effective as possible and perform preventive maintenance on equipment at all wastewater pump stations.
- ◇ Plan for power outages and system failures.
- ◇ 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 to train and incorporate all safety practices.

## WASTEWATER COLLECTION SYSTEMS

- ◇ Continue GIS integration of sewer assets with the use of iPads and Trimble data collecting for live, real time updates.
- ◇ Ensure the health, safety, and economic vitality of our community.

### **OBJECTIVES**

### **PERFORMANCE MEASUREMENTS/INDICATORS**

- |   |  |
|---|--|
| 1. Continue Sewer Main Inspection Program to identify deteriorating conditions and to develop strategies to reduce future risk. | Closed-circuit video and hydro-flush television inspections of 12 miles of mains annually.   |
| 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 and ensure reliable service.         | 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.   |

## WASTEWATER COLLECTION SYSTEMS

- |  |   |
|--|---|
| 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 annually. Hydro-flush 33 sewer enhanced areas (restaurants/apartment complexes) monthly, 7 every other month, and one sewer enhanced area quarterly. Grease and root buildup will be kept at a minimum resulting in maximum capacities to be maintained at all times. |
| 6. Identify Capital Improvement Projects necessary to upgrade the City's aging sewer infrastructure.   | Continue routine main pipe 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.                 |
| 7. Remove and replace West Avenue sewer main south of Heritage Drive.  | Remove and replace 7,200 feet of sewer main. Project to be completed by June 2022.  |
| 8. Remove and replace 12 <sup>th</sup> / 13 <sup>th</sup> alley sewer man between MLK and Canal Street.  | Line 225 feet of sewer main. Remove and replace 700 feet of sewer main. Project to be completed by December 2021.   |
| 9. 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 2022.  |
| 10. Replace Orchard Lane sewer main between East Main Street and Crist Avenue.   | Replace 700 feet of sewer main. Project to be completed by June 2022.   |
| 11. 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 2021/2022.   |

## WASTEWATER COLLECTION SYSTEMS

### ***2021/2022 BUDGET HIGHLIGHTS***

Sewer System Management Plan (SSMP) adopted by Council requires more stringent legal authority, design provisions, operations and maintenance practices, and emergency overflow 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
		2018-19	2019-20	2020-21	2021-22	2021-22	2021-22
531.01-00	Regular Salaries	769,512	810,118	914,954	916,766	945,425	945,425
531.04-01	Regular Overtime	33,686	17,345	28,540	23,246	23,943	23,943
531.04-04	Call Back Time Worked	9,064	5,035	12,864	12,864	13,250	13,250
531.10-02	Unused Sick Leave	134	126	138	143	147	147
531.10-05	Retirement PERS Classic	32,680	29,961	31,988	15,309	15,767	15,767
531.10-06	Social Security-OASDI	48,557	49,320	60,814	60,328	62,293	62,293
531.10-07	Social Security-Medicare	11,356	11,534	14,222	14,109	14,568	14,568
531.10-08	State Unemployment	10,432	0	0	7,177	7,177	7,177
531.10-10	Retirement-PERS New Membr	26,169	35,571	51,015	65,887	67,965	67,965
531.10-12	Workers Compensation	31,495	54,596	65,027	59,277	59,277	59,277
531.10-17	Stand By Pay	30,407	29,729	51,553	51,533	53,099	53,099
531.10-20	Earned Benefit	11,356	4,369	16,305	13,921	16,851	16,851
531.10-21	Bilingual Pay Program	1,525	1,707	1,398	1,398	1,398	1,398
531.10-23	Uniform Cleaning	5,078	5,342	5,248	5,249	5,249	5,249
531.10-33	Core Allowance	253,606	252,386	290,820	305,631	305,631	305,631
531.10-35	Post Employment Benefits	30,932	30,071	25,657	32,379	32,379	32,379
531.10-73	Retirement UAL Misc	104,848	126,182	139,231	163,779	156,937	156,937
Personnel Services		1,410,837	1,463,392	1,709,774	1,748,996	1,781,356	1,781,356
532.11-00	Utilities	8,957	9,461	11,576	13,440	13,440	13,440
532.12-00	Telephone	6,339	8,309	8,875	8,462	8,462	8,462
532.13-00	Postage	41,976	45,197	81,190	78,001	78,001	78,001
532.14-00	Advertising	8,000	0	9,000	5,300	5,300	5,300
532.16-00	Printing	8,270	8,813	36,202	42,698	42,698	42,698
532.17-00	Professional Services	12,406	86,504	180,546	194,196	194,196	194,196
532.18-00	Travel and Meetings	4,983	407	7,130	4,432	4,432	4,432
532.19-00	Mileage	357	250	550	550	550	550
532.20-00	Training Expense	14,768	5,995	8,592	13,740	13,740	13,740
532.21-00	Rents/Leases	3,143	1,867	7,960	7,960	7,960	7,960
532.23-00	Vehicle Operations/Maint	117,643	146,176	118,136	158,307	158,307	158,307
532.24-00	Memberships, Subscription	11,870	11,784	15,398	19,076	19,076	19,076
532.25-00	Maintenance Matls & Svcs	59,802	44,038	96,503	91,062	91,062	91,062
532.26-00	Other Equipment O & M	3,007	3,892	3,985	4,435	4,435	4,435
532.27-00	Small Tools	1,961	1,514	2,000	2,000	2,000	2,000
532.28-00	Safety Supplies	15,767	8,712	22,540	19,750	19,750	19,750
532.30-01	Dept Share of Insurance	224,278	183,347	289,033	232,287	232,287	232,287
532.32-00	Vehicle Replacement Fee	172,472	178,767	189,565	218,576	218,576	218,576
532.34-00	Contingency Reserve	0	0	10,400	10,400	10,400	10,400
532.35-84	Retro Fee Expense	0	0	0	100	100	100
532.38-00	Support Services	147,635	187,236	156,140	167,159	170,410	170,410
532.45-00	Facilities Maint Charge	43,905	46,556	38,275	41,088	41,635	41,635
532.46-00	Computer Replacement Chrg	1,887	4,465	0	0	0	0
Supplies and Services		909,426	983,290	1,293,596	1,333,019	1,336,817	1,336,817
533.43-00	Machinery/Equipment	59,196	1,443	115,000	0	0	0
Property		59,196	1,443	115,000	0	0	0
534.91-01	Adm Exp-City Manager	61,610	62,987	55,025	52,128	51,138	51,138
534.91-02	Adm Exp-City Attorney	13,045	19,414	12,797	15,265	15,480	15,480
534.91-03	Adm Exp-City Clerk	22,700	23,412	21,998	20,769	21,445	21,445
534.91-09	Adm Exp-Finance	153,845	162,054	152,223	160,259	161,904	161,904
534.91-10	Adm Exp-Purchasing	16,469	17,352	16,425	16,143	16,408	16,408
534.91-11	Adm Exp-Public Works	78,278	84,854	88,879	118,440	121,921	121,921
534.91-16	Adm Exp-City Council	14,869	15,213	13,917	16,466	16,344	16,344
Administrative		360,816	385,286	361,264	399,470	404,640	404,640

BUDGET DETAIL EXPENSES

553-1107 Wastewater/Sewers							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
535.92-01	Interdept DSC-General Fnd	142,048	157,000	177,153	189,507	192,904	192,904
535.92-17	Interdept DSC-Develop Svc	441,446	431,960	455,926	427,362	436,606	436,606
535.92-29	Interdept DSC-Pub Works	59,027	55,721	56,409	57,422	58,952	58,952
535.92-72	Interdept DSC-Supprt Sr	839	839	839	3,548	3,599	3,599
	Interdepartmental	643,360	645,520	690,327	677,839	692,061	692,061
633.64-00	Depreciation Expense	712,044	768,698	0	0	0	0
	Property	712,044	768,698	0	0	0	0
637.65-00	Capital Imp. Projects	871,684	92,833	4,587,899	3,432,629	3,432,629	3,432,629
	Capital Outlay	871,684	92,833	4,587,899	3,432,629	3,432,629	3,432,629
706.71-01	Principal-Bond Payment	0	0	2,603,375	2,659,258	2,659,258	2,659,258
706.72-01	Interest Bond Payment	537,751	483,558	449,246	386,687	386,687	386,687
706.73-01	Agent Fees-Bond Payment	1,800	1,800	2,500	2,500	2,500	2,500
	Debt Services	539,551	485,358	3,055,121	3,048,445	3,048,445	3,048,445
968.93-72	Trsf-Support Service(672)	38,459	45,451	24,474	24,474	24,474	24,474
	Other	38,459	45,451	24,474	24,474	24,474	24,474
**	Wastewater/Sewers	5,545,373	4,871,271	11,837,455	10,664,872	10,720,422	10,720,422

## 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, Wastewater Rate Study, and hazardous waste cleanup of spills in public right of ways.
- 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, cleaning of towels and mats, and underground locator & sonde.
- 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.

**WASTEWATER TREATMENT FACILITY**  
**FUND NO. 553**  
**ACCOUNT NO. 1108**

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***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 2.88 billion gallons of water, removed 6.67 million pounds of Biochemical Oxygen Demand (BOD) material, and 6.59 million pounds of Total Suspended Solids (TSS), while achieving 100% National Pollutant Discharge Elimination System (NPDES) permit compliance. 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 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 are routinely serviced to provide reliable operation.
- Developing laboratory programs to meet upcoming regulation of the National Environmental Program, TNI. Full implementation is required by 2023.

## WASTEWATER TREATMENT FACILITY

- Provide 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 Special Studies	Review and coordinate studies for CV-SALTS salinity minimization plan, perfluoroalkyl substances (PFAS), and indeno pyrene/dibenzo anthracene. Report findings to the Regional Board.  Conduct analytical methods certification for the Characterization Monitoring of WWTP Effluent & Receiving water study, and report to findings to Regional Board.
3. Prepare for phase VI expansion due to population growth, water conservation, and regulatory requirements.	Coordinate with engineers to determine the most critical path to sustain treatment compliance of wastewater. Assist engineers with flow and constituent characterization study.
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. Replace aging dry well/wet well stations with safer submersible pump stations.

## WASTEWATER TREATMENT FACILITY

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| 6. Provide training for newly hired maintenance staff to support operations of the WWTF  | Provide training for staff to learn new processes; encourage staff to become journeyman to support the newly installed equipment.  |
| 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.<br><br>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.<br><br>Plan for increased administrative load to support mandatory documentation of records.<br><br>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.   |

## WASTEWATER TREATMENT FACILITY

### ***2021/2022 BUDGET HIGHLIGHTS***

Continue design efforts for future plant expansion. Assess the replacement of other failing lift stations, upgrading to a wet well style pump station. Maintaining critical process equipment, such as centrifuge balancing, blower preventive maintenance, and replacing DAF tank. Replace approximately one mile of fencing per year around the Bloss Ranch property.



BUDGET DETAIL EXPENSES

553-1108	Wastewater Treatmnt Plant						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
531.01-00	Regular Salaries	1,402,432	1,545,198	1,809,653	1,760,818	1,818,830	1,818,830
531.04-01	Regular Overtime	14,166	16,023	13,709	12,635	13,014	13,014
531.04-04	Call Back Time Worked	2,719	10,288	4,055	4,055	4,177	4,177
531.10-01	Holiday Pay	6,495	8,401	6,502	6,502	6,697	6,697
531.10-02	Unused Sick Leave	2,010	1,889	2,061	2,891	2,978	2,978
531.10-05	Retirement PERS Classic	89,515	99,649	105,562	83,361	86,121	86,121
531.10-06	Social Security-QASDI	91,044	100,327	116,469	113,151	116,977	116,977
531.10-07	Social Security-Medicare	21,292	23,464	27,239	26,463	27,358	27,358
531.10-08	State Unemployment	0	0	0	6,350	6,350	6,350
531.10-10	Retirement-PERS New Membr	23,485	30,823	59,175	72,637	75,010	75,010
531.10-12	Workers Compensation	47,013	69,145	107,409	91,505	91,505	91,505
531.10-17	Stand By Pay	64,432	68,795	65,600	65,600	67,568	67,568
531.10-20	Earned Benefit	20,394	21,417	30,735	30,735	42,497	42,497
531.10-21	Bilingual Pay Program	0	376	1,200	1,200	1,200	1,200
531.10-23	Uniform Cleaning	4,693	5,291	4,752	4,752	4,752	4,752
531.10-33	Core Allowance	360,134	332,184	440,339	455,866	455,866	455,866
531.10-35	Post Employment Benefits	29,524	32,793	33,280	38,995	38,995	38,995
531.10-73	Retirement UAL Misc	203,268	240,613	275,380	314,568	301,919	301,919
Personnel Services		2,382,616	2,606,676	3,103,120	3,092,084	3,161,814	3,161,814
532.11-00	Utilities	981,686	1,065,118	1,122,945	1,128,222	1,128,222	1,128,222
532.12-00	Telephone	15,051	15,484	14,865	14,765	14,765	14,765
532.13-00	Postage	4,456	2,471	5,180	5,180	5,180	5,180
532.14-00	Advertising	9,990	1,467	10,000	10,500	10,500	10,500
532.16-00	Printing	3	41	80	80	80	80
532.17-00	Professional Services	455,050	354,530	710,983	679,253	679,253	679,253
532.18-00	Travel and Meetings	8,652	2,096	10,756	6,121	6,121	6,121
532.19-00	Mileage	1,161	1,962	1,500	1,500	1,500	1,500
532.20-00	Training Expense	20,831	6,810	11,324	11,435	11,435	11,435
532.21-00	Rents/Leases	8,630	7,394	13,853	13,853	13,853	13,853
532.23-00	Vehicle Operations/Maint	84,684	88,791	60,320	81,737	81,737	81,737
532.24-00	Memberships, Subscription	30,005	31,619	39,506	36,641	36,641	36,641
532.25-00	Maintenance Matls & Svcs	230,246	282,298	287,609	326,136	326,136	326,136
532.26-00	Other Equipment O & M	276,878	384,415	478,700	533,700	533,700	533,700
532.28-00	Safety Supplies	17,154	8,569	10,100	10,100	10,100	10,100
532.29-00	Other Materials Supplies	509,120	475,938	921,936	922,336	922,336	922,336
532.30-01	Dept Share of Insurance	101,060	96,836	163,722	237,516	237,516	237,516
532.32-00	Vehicle Replacement Fee	100,861	105,831	115,778	126,052	126,052	126,052
532.34-00	Contingency Reserve	0	0	62,400	80,400	80,400	80,400
532.35-84	Retro Fee Expense	50	50	416	416	416	416
532.38-00	Support Services	181,856	223,660	178,138	187,255	190,972	190,972
532.45-00	Facilities Maint Charge	120,686	129,142	125,733	135,718	137,109	137,109
532.46-00	Computer Replacement Chrg	14,243	18,926	0	0	0	0
Supplies and Services		3,172,353	3,303,448	4,345,844	4,548,916	4,554,024	4,554,024
533.43-00	Machinery/Equipment	23,962	80,333	10,000	25,000	25,000	25,000
Property		23,962	80,333	10,000	25,000	25,000	25,000
534.91-01	Adm Exp-City Manager	82,563	79,906	79,492	77,742	76,348	76,348
534.91-02	Adm Exp-City Attorney	17,481	24,629	18,487	22,766	23,112	23,112
534.91-03	Adm Exp-City Clerk	30,333	29,643	31,653	30,653	31,696	31,696
534.91-09	Adm Exp-Finance	206,168	205,582	219,910	239,006	241,722	241,722
534.91-10	Adm Exp-Purchasing	22,070	22,013	23,728	24,075	24,497	24,497
534.91-11	Adm Exp-Public Works	131,385	144,327	149,989	199,671	204,493	204,493
534.91-16	Adm Exp-City Council	19,926	19,300	20,105	24,557	24,401	24,401
Administrative		509,926	525,400	543,364	618,470	626,269	626,269

BUDGET DETAIL EXPENSES

553-1108	Wastewater Treatmnt Plant						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
535.92-01	Interdept DSC-General Fnd	153,238	144,731	137,909	141,836	143,939	143,939
535.92-29	Interdept DSC-Pub Works	21,922	22,465	25,812	25,513	26,175	26,175
535.92-72	Interdept DSC-Supprrt Sr	41,470	45,217	47,027	46,540	47,420	47,420
	Interdepartmental	216,630	212,413	210,748	213,889	217,534	217,534
633.64-00	Depreciation Expense	695,511	645,941	0	0	0	0
	Property	695,511	645,941	0	0	0	0
637.65-00	Capital Imp. Projects	522,921	576,595	11,294,254	13,052,766	15,106,866	15,106,866
	Capital Outlay	522,921	576,595	11,294,254	13,052,766	15,106,866	15,106,866
968.93-72	Trsf-Support Service(672)	77,234	91,277	49,149	49,149	49,149	49,149
	Other	77,234	91,277	49,149	49,149	49,149	49,149
**	Wastewater Treatmnt Plant	7,601,153	8,042,083	19,556,479	21,600,274	23,740,656	23,740,656



## 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; utility billing for lift stations; and inspection & testing of backflows at the WWTF.
- 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: CV Salts and Effluent & Receiving Water Characterization Monitoring; 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 and CWEA training and conferences.

**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, software license renewals, and Water Distribution & Treatment licenses for dual certified operators.
- 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, MIUGSA fee, cleaning of towels and mats, and aeration basin #3 air flow meter upgrade.
- 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, UV lamps and associated items, and quadrennial inspections for solids building hoist and tank.
- 28-00 Safety jackets, safety boots, rain gear, PPE, and safety prescription glasses.
- 29-00 Laboratory supplies & chemicals, such as ferric chloride and polymer.

**WASTEWATER TREATMENT FACILITY** (continued)

- 34-00 Contingency reserve for emergency operations and possible purchase of an IC oven should the SWRCB decide to pass stricter laboratory testing requirements on water and wastewater.
- 43-00 DAF tank replacement.

**WATER QUALITY CONTROL**  
**FUND NO. 553**  
**ACCOUNT NO. 1109**

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***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 (MCDEH) 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

### **OBJECTIVES**

### **PERFORMANCE MEASUREMENTS/INDICATORS**

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| 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). Implement special NPDES monitoring programs to include: per and polyfluoroalkyl substances (PFAS), Salinity Minimization, Salt Control, and Characterization Monitoring of the WWTP Effluent & Receiving Water. |
| 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, Regional Water Quality Control Board (RWQCB), 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

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| 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. Continue to investigate illicit discharges. Complete and submit annual reports and other required submittals to the Water Board via the Storm Water Multiple Applications and Report Tracking System (SMARTS). Continue subsequent On-Land Visual Trash Assessments for Priority Land Use areas. Implement the SWRCB approved Quality Assurance Project Plans and Monitoring Implementation Plans for the TMDL Monitoring and the Pyrethroid Monitoring of local 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 MCDEH requirements and the Merced Municipal Code.   | Work with MCDEH in the septic hauler waste discharge permit process and monitor waste discharges through periodic sampling events.  |

## WATER QUALITY CONTROL

8. Coordinate with Airport staff in implementing the City of Merced Industrial Storm Water Permit.

Work with Airport staff in keeping up to date with permit requirements and reporting annually to the California Stormwater Multiple Application and Reporting System (SMARTS).

### ***2021/2022 BUDGET HIGHLIGHTS***

The NPDES permit requires personnel to continue weekly, monthly, quarterly, semi-annual, and annual sampling, monitoring, and reporting. Staff will implement additional monitoring programs within the permit which include: PFAS monitoring, Salinity Minimization Plan, Salt Control Program, and Characterization Monitoring of the WWTP effluent and receiving water.

The IPT Program is sustained by current rates and WQCD staff annually updates industrial sewer rates for permitted 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 trash provisions and the salinity minimization plan require increased outreach and education which will impact personnel and budget.

Environmental Control

EXPENSES	Actual 2018-19	Actual 2019-20	Final Budget 2020-21	Dept. Head Request 2021-22	City Mgr. Recom. 2021-22	Council Approval 2021-22
Personnel Expenses	450,196	445,171	544,756	467,130	477,977	477,977
Supplies and Services	189,313	209,521	255,651	289,924	291,914	291,914
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	3,534	3,534	0	0	0	0
* Undefined *	7,050	8,332	4,486	4,486	4,486	4,486
<b>TOTAL</b>	<b>650,093</b>	<b>666,558</b>	<b>804,893</b>	<b>761,540</b>	<b>774,377</b>	<b>774,377</b>

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FINANCING SOURCES	Actual 2018-19	Actual 2019-20	Final Budget 2020-21	Estimated 2021-22
Industrial Pretreatment	109,036	99,014	104,000	105,000
Monitoring Wells Insp Fees	1,500	75	1,100	300
Unclassified	0	0	100	100
Interdept DSR-Refuse	2,906	2,699	3,678	0
Other Revenues	536,651	564,770	696,015	668,977
<b>TOTAL</b>	<b>650,093</b>	<b>666,558</b>	<b>804,893</b>	<b>774,377</b>

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PERSONNEL	Number of Positions			
	Funded In Budget 2020-21	Dept. Head Request 2021-22	City Mgr. Recom. 2021-22	Council Approval
Classification				
PW Manager - Wastewater	.10	.10	.10	.10
PWS-Environmental Comp/Lab	.50	.50	.50	.50
Administrative Assistant I/II	.75	.75	.75	.75
Env. Compliance Officer I/II	4.00	3.00	3.00	3.00
<b>TOTAL</b>	<b>5.35</b>	<b>4.35</b>	<b>4.35</b>	<b>4.35</b>



BUDGET DETAIL EXPENSES

553-1109	Environmental Control						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
531.01-00	Regular Salaries	267,214	264,073	328,669	279,219	287,952	287,952
531.03-00	Extra Help	2,388	0	0	0	0	0
531.04-01	Regular Overtime	2,694	950	5,278	5,055	5,207	5,207
531.10-02	Unused Sick Leave	268	252	275	286	295	295
531.10-05	Retirement PERS Classic	15,667	13,793	14,873	15,507	15,973	15,973
531.10-06	Social Security-OASDI	16,280	15,965	20,311	17,108	17,667	17,667
531.10-07	Social Security-Medicare	3,842	3,734	4,750	4,001	4,132	4,132
531.10-08	State Unemployment	1,734	9,982	0	0	0	0
531.10-10	Retirement-PERS New Membr	5,299	8,251	14,901	9,203	9,511	9,511
531.10-12	Workers Compensation	2,633	3,298	3,524	2,527	2,527	2,527
531.10-17	Stand By Pay	39	63	0	399	411	411
531.10-20	Earned Benefit	1,012	1,722	2,741	3,488	6,048	6,048
531.10-27	PTS Plan FICA Alternative	31	0	0	0	0	0
531.10-33	Core Allowance	83,376	67,903	89,022	70,415	70,415	70,415
531.10-35	Post Employment Benefits	10,434	10,147	10,397	10,040	10,040	10,040
531.10-73	Retirement UAL Misc	37,285	45,038	50,015	49,882	47,799	47,799
Personnel Services		450,196	445,171	544,756	467,130	477,977	477,977
532.12-00	Telephone	3,622	3,712	3,955	3,595	3,595	3,595
532.13-00	Postage	763	207	800	800	800	800
532.14-00	Advertising	431	20,233	2,800	5,550	5,550	5,550
532.16-00	Printing	61	493	1,000	1,000	1,000	1,000
532.17-00	Professional Services	22,330	16,652	56,500	86,500	86,500	86,500
532.18-00	Travel and Meetings	2,806	3,719	8,336	6,948	6,948	6,948
532.20-00	Training Expense	2,601	3,628	4,179	5,224	5,224	5,224
532.21-00	Rents/Leases	938	962	1,705	1,705	1,705	1,705
532.23-00	Vehicle Operations/Maint	9,787	9,960	5,677	7,359	7,359	7,359
532.24-00	Memberships, Subscription	3,117	4,856	6,240	6,733	6,733	6,733
532.25-00	Maintenance Mtls & Svcs	499	629	797	947	947	947
532.26-00	Other Equipment O & M	1,975	1,344	1,900	1,900	1,900	1,900
532.27-00	Small Tools	217	242	250	250	250	250
532.28-00	Safety Supplies	1,435	853	1,808	1,864	1,864	1,864
532.29-00	Other Materials Supplies	2,970	1,426	1,720	2,320	2,320	2,320
532.30-01	Dept Share of Insurance	10,409	8,638	13,273	12,550	12,550	12,550
532.32-00	Vehicle Replacement Fee	11,163	11,163	14,623	15,614	15,614	15,614
532.35-84	Retro Fee Expense	50	100	100	100	100	100
532.38-00	Support Services	22,023	22,756	19,365	17,098	17,464	17,464
532.45-00	Facilities Maint Charge	12,170	12,968	13,357	14,272	14,470	14,470
532.46-00	Computer Replacement Chrg	833	843	0	0	0	0
Supplies and Services		110,200	125,384	158,385	192,329	192,893	192,893
534.91-01	Adm Exp-City Manager	10,959	11,355	12,861	11,265	11,052	11,052
534.91-02	Adm Exp-City Attorney	2,320	3,500	2,991	3,299	3,346	3,346
534.91-03	Adm Exp-City Clerk	4,026	4,212	5,121	4,442	4,588	4,588
534.91-09	Adm Exp-Finance	27,365	29,214	35,580	34,632	34,992	34,992
534.91-10	Adm Exp-Purchasing	2,929	3,128	3,839	3,488	3,546	3,546
534.91-11	Adm Exp-Public Works	20,494	22,223	23,099	26,493	27,301	27,301
534.91-16	Adm Exp-City Council	2,645	2,743	3,253	3,558	3,532	3,532
Administrative		70,738	76,375	86,744	87,177	88,357	88,357
535.92-29	Interdept DSC-Pub Works	8,375	7,762	7,863	7,709	7,904	7,904
535.92-72	Interdept DSC-Supprt Sr	0	0	2,659	2,709	2,760	2,760
Interdepartmental		8,375	7,762	10,522	10,418	10,664	10,664

BUDGET DETAIL EXPENSES

553-1109	Environmental Control						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
633.64-00	Depreciation Expense	3,534	3,534	0	0	0	0
	Property	3,534	3,534	0	0	0	0
968.93-72	Trsf-Support Service(672)	7,050	8,332	4,486	4,486	4,486	4,486
	Other	7,050	8,332	4,486	4,486	4,486	4,486
**	Environmental Control	650,093	666,558	804,893	761,540	774,377	774,377

## 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. Per new NPDES requirement, public outreach for salinity.
- 16-00 Public education brochures, maps, community outreach flyers for EPA pollution prevention, dental amalgam, Fats Oils & Grease, Storm Water, Trash Amendment, and Salinity.
- 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 and sampling.
- 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.
- 21-00 Copier maintenance agreement.
- 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 portable samplers.
- 27-00 Miscellaneous field supplies.
- 28-00 Personal Protection Equipment (PPE) including safety boots, safety jackets, safety glasses, hairnets, bug repellent spray, sunscreen, nitrile gloves, and first aid kits.

29-00 Miscellaneous laboratory supplies, miscellaneous sampling supplies, CO2 tank refills, ISCO Sampler repairs and replacement parts, pH meters, water and coffee delivery.

**STORM DRAINS**  
**FUND NO. 553**  
**ACCOUNT NO. 1114**

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***DESCRIPTION***

The Storm Collection Division operates and maintains the City's storm drainage collection system. The collection system consists of 132 miles of underground storm drain lines, underground storage pipes, and 33 detention ponds totaling 144 acres. The crew maintains 3,027 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 planning, scheduling, 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 and Trimble data collecting for live, real time updates.
- ◇ Continue entering data and installing storm drain catch basin markers.

## 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 and continue to collect data to update our records.  | Clean and assess a minimum of 1,000 storm drain catch basins annually. Clean and assess 42 storm catch basins in enhanced areas, and prepare for major storm events.<br><br>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.   |
| 3. Ensure weed control is maintained around all storm drain sites, including retention basins, drainage ditches, roads, and pump sites. | 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.<br><br>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.<br><br>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). |

## 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, alleviating 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 and WQCD 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.
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. 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. Remove and replace Black Rascal Creek culvert at Cherokee Avenue.   | Remove and replace 225 feet of creek culvert. Project to be completed by June 2022.  |
| 12. Build geodatabase of assets to include 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 2021/2022.   |
| 13. Bear Creek Clearance  | Work with MID, Merced County, and Department of Fish and Game to secure an agreement for invasive weed control.  |

## **2021-2022 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

ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
553-1114	Storm Drains						
531.01-00	Regular Salaries	85,233	129,786	188,305	181,607	188,209	188,209
531.04-01	Regular Overtime	3,923	1,146	5,579	5,284	5,443	5,443
531.04-04	Call Back Time Worked	1,778	446	5,714	5,714	5,885	5,885
531.10-02	Unused Sick Leave	134	126	138	143	147	147
531.10-05	Retirement PERS Classic	1,899	2,048	2,200	2,145	2,210	2,210
531.10-06	Social Security-OASDI	5,639	8,086	12,601	12,141	12,587	12,587
531.10-07	Social Security-Medicare	1,319	1,891	2,947	2,839	2,944	2,944
531.10-10	Retirement-PERS New Membr	4,924	8,839	14,862	13,932	14,452	14,452
531.10-12	Workers Compensation	6,516	8,841	10,291	10,640	10,640	10,640
531.10-17	Stand By Pay	2,401	2,477	6,149	6,149	6,334	6,334
531.10-20	Earned Benefit	1,128	1,122	2,211	2,211	2,522	2,522
531.10-21	Bilingual Pay Program	0	0	0	600	600	600
531.10-23	Uniform Cleaning	330	692	456	457	457	457
531.10-33	Core Allowance	45,004	35,680	56,520	51,395	51,395	51,395
531.10-73	Retirement UAL Misc	19,229	24,933	28,655	32,444	31,242	31,242
	Personnel Services	179,457	226,113	336,628	327,701	335,067	335,067
532.11-00	Utilities	58,821	59,209	59,827	60,602	60,602	60,602
532.12-00	Telephone	538	950	914	914	914	914
532.14-00	Advertising	5,080	0	5,000	5,200	5,200	5,200
532.17-00	Professional Services	86,303	80,865	206,052	208,509	208,509	208,509
532.18-00	Travel and Meetings	423	1,047	2,836	1,438	1,438	1,438
532.19-00	Mileage	13	34	300	300	300	300
532.20-00	Training Expense	1,619	1,389	4,080	5,300	5,300	5,300
532.21-00	Rents/Leases	3,534	2,241	6,931	6,931	6,931	6,931
532.23-00	Vehicle Operations/Maint	13,429	12,970	9,180	11,333	11,333	11,333
532.24-00	Memberships, Subscription	785	775	2,283	2,510	2,510	2,510
532.25-00	Maintenance Matls & Svcs	126,035	73,355	242,360	242,831	242,831	242,831
532.26-00	Other Equipment O & M	4,519	4,040	4,900	5,150	5,150	5,150
532.28-00	Safety Supplies	5,609	2,971	11,625	10,985	10,985	10,985
532.30-01	Dept Share of Insurance	26,055	27,270	48,173	46,887	46,887	46,887
532.32-00	Vehicle Replacement Fee	50,336	46,331	42,019	47,812	47,812	47,812
532.34-00	Contingency Reserve	0	0	30,000	30,000	30,000	30,000
532.35-84	Retro Fee Expense	50	0	0	0	0	0
532.38-00	Support Services	17,740	27,107	14,555	14,880	15,212	15,212
532.45-00	Facilities Maint Charge	2,461	2,624	2,950	3,293	3,306	3,306
	Supplies and Services	403,350	343,178	693,985	704,875	705,220	705,220
533.43-00	Machinery/Equipment	19,089	0	0	0	0	0
	Property	19,089	0	0	0	0	0
534.91-01	Adm Exp-City Manager	11,062	20,698	6,311	9,910	9,782	9,782
534.91-02	Adm Exp-City Attorney	2,342	6,379	1,468	2,902	2,961	2,961
534.91-03	Adm Exp-City Clerk	4,064	7,678	2,513	3,907	4,061	4,061
534.91-09	Adm Exp-Finance	27,622	53,251	17,459	30,467	30,971	30,971
534.91-10	Adm Exp-Purchasing	2,957	5,702	1,884	3,069	3,139	3,139
534.91-11	Adm Exp-Public Works	19,106	21,263	21,499	28,104	28,973	28,973
534.91-16	Adm Exp-City Council	2,670	4,999	1,596	3,130	3,126	3,126
	Administrative	69,823	119,970	52,730	81,489	83,013	83,013
535.92-29	Interdept DSC-Pub Works	14,212	13,462	13,672	13,048	13,373	13,373
535.92-53	Interdept DSC-Wastewater	215,305	158,113	182,282	123,692	125,883	125,883
535.92-72	Interdept DSC-Supprt Sr	49	49	49	49	49	49
	Interdepartmental	229,566	171,624	196,003	136,789	139,305	139,305

BUDGET DETAIL EXPENSES

553-1114 Storm Drains							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
633.64-00	Depreciation Expense	863,109	848,805	0	0	0	0
	Property	863,109	848,805	0	0	0	0
637.65-00	Capital Imp. Projects	70,290	148,465	3,030,815	2,945,305	2,945,305	2,945,305
	Capital Outlay	70,290	148,465	3,030,815	2,945,305	2,945,305	2,945,305
968.93-72	Trsf-Support Service(672)	11,568	13,671	7,361	7,361	7,361	7,361
	Other	11,568	13,671	7,361	7,361	7,361	7,361
**	Storm Drains	1,846,252	1,871,826	4,317,522	4,203,520	4,215,271	4,215,271

## 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, utility street cuts, and hazardous waste cleanup from spills into storm drains.
- 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, MIUGSA fees, CCTV camera repair, fence repair, beaver dam removal, weed abatement, cleaning of mats and towels, wacker pump upgrades, and underground locator and sonde.

**STORM DRAINS (continued)**

- 26-00 Tool repairs and replacement; small miscellaneous supplies;  
miscellaneous items for cell phones and ipads.
- 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**

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***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.

## LAND APPLICATION

### **OBJECTIVES**

### **PERFORMANCE MEASUREMENTS/INDICATORS**

- |  |  |
|--|--|
| <p>1. Offset the cost of operating the land application program.</p>   | <p>Produce fodder crops to generate revenue that meets or exceed budget expenditures for fiscal year 2021/2022.</p> <p>Perform more crop service work in house in order to reduce expenses (spraying and planting crops).</p>          |
| <p>2. Dispose of biosolids in compliance with NPDES requirements and EPA 503 regulations.</p>  | <p>Verify through plant and soil sampling throughout the year. Utilize biosolids for fertilization needs twice per year.</p>   |
| <p>3. Increase the support for reduce, recycle, and reuse efforts.</p>   | <p>Continue to use recycled water to irrigate the 695 acres of farmland and provide water to Wildlife Management Area.</p>   |
| <p>4. Improve the Wildlife Management Area and habitat for native wildlife species.</p>  | <p>Invasive weed eradication; reduce vegetation overgrowth. Identify hot spot areas and target pest species, spray and flood continuously. Continue adding wood duck boxes (220 wood duck hatchlings recorded in the second year).</p> |
| <p>5. Remove residual nitrogen contamination in former drying bed area.</p>  | <p>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.</p>                                  |
| <p>6. Ensure membership requirements and compliance of nitrogen limitations of the East San Joaquin Water Quality Coalition (ESJ) are met.</p> | <p>Attend a minimum of one class per year and submit an annual nitrogen management plan to ESJ.</p>  |



LAND APPLICATION

**2021/2022 BUDGET HIGHLIGHTS**

Continue to offset biosolids disposal costs through the sale of fodder crops.  
Tractor L-1281 will need a new set of tires and a new carport will be purchased to protect farm equipment from sun damage.

Land Application

EXPENSES	Actual 2018-19	Actual 2019-20	Final Budget 2020-21	Dept.Head Request 2021-22	City Mgr. Recom. 2021-22	Council Approval 2021-22
Personnel Expenses	151,364	160,827	158,421	165,021	169,918	169,918
Supplies and Services	437,908	481,938	774,282	792,971	794,430	794,430
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	22,000	22,000	22,000
Capital Improvements	2,273	1,874	0	0	0	0
* Undefined *	7,751	9,161	4,933	4,933	4,933	4,933
<b>TOTAL</b>	<b>599,296</b>	<b>653,800</b>	<b>937,636</b>	<b>984,925</b>	<b>991,281</b>	<b>991,281</b>

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FINANCING SOURCES	Actual 2018-19	Actual 2019-20	Final Budget 2020-21	Estimated 2021-22
Unclassified	104	0	0	0
Sale of Farm Products	741,533	958,248	830,000	765,000
Interdept DSR-General Fnd	218	0	0	0
Interdept DSR-Streets	273	226	172	179
Interdept DSR-Wastewater	655	1,018	374	388
Interdept DSR-Water Sys	218	226	172	179
Other Revenues	143,705-	305,918-	106,918	225,535
<b>TOTAL</b>	<b>599,296</b>	<b>653,800</b>	<b>937,636</b>	<b>991,281</b>

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PERSONNEL	Number of Positions			
Classification	Funded In Budget 2020-21	Dept.Head Request 2021-22	City Mgr. Recom. 2021-22	Council Approval
PW Manager - Wastewater	.05	.05	.05	.05
Lead Land Application	1.00	1.00	1.00	1.00
Land Application Worker I/II	.50	.50	.50	.50
<b>TOTAL</b>	<b>1.55</b>	<b>1.55</b>	<b>1.55</b>	<b>1.55</b>

BUDGET DETAIL EXPENSES

553-1115	Land Application						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
531.01-00	Regular Salaries	97,932	100,836	100,283	100,283	103,292	103,292
531.04-01	Regular Overtime	4,569	6,721	3,106	6,212	6,398	6,398
531.04-04	Call Back Time Worked	0	154	0	0	0	0
531.10-02	Unused Sick Leave	134	126	138	143	147	147
531.10-05	Retirement PERS Classic	7,860	8,477	9,108	8,898	9,164	9,164
531.10-06	Social Security-OASDI	6,132	6,442	6,181	6,334	6,533	6,533
531.10-07	Social Security-Medicare	1,434	1,506	1,445	1,481	1,528	1,528
531.10-12	Workers Compensation	2,509	3,346	3,916	3,977	3,977	3,977
531.10-20	Earned Benefit	26	114	326	326	2,281	2,281
531.10-23	Uniform Cleaning	493	576	500	501	501	501
531.10-33	Core Allowance	18,800	18,916	18,158	18,951	18,951	18,951
531.10-73	Retirement UAL Misc	11,475	13,613	15,260	17,915	17,146	17,146
Personnel Services		151,364	160,827	158,421	165,021	169,918	169,918
532.11-00	Utilities	53,025	55,433	55,580	66,929	66,929	66,929
532.12-00	Telephone	394	400	408	408	408	408
532.17-00	Professional Services	72,261	62,057	307,545	296,225	296,225	296,225
532.19-00	Mileage	458	0	500	250	250	250
532.21-00	Rents/Leases	204	208	433	443	443	443
532.23-00	Vehicle Operations/Maint	42,290	55,416	43,950	36,890	36,890	36,890
532.24-00	Memberships, Subscription	317	314	309	637	637	637
532.25-00	Maintenance Mtls & Svcs	21,979	17,142	53,366	55,231	55,231	55,231
532.27-00	Small Tools	0	586	1,000	1,000	1,000	1,000
532.29-00	Other Materials Supplies	137,083	131,846	171,830	171,830	171,830	171,830
532.30-01	Dept Share of Insurance	3,854	3,181	4,920	5,138	5,138	5,138
532.32-00	Vehicle Replacement Fee	56,158	54,145	48,148	62,715	62,715	62,715
532.38-00	Support Services	10,396	10,967	9,174	10,047	10,236	10,236
532.45-00	Facilities Maint Charge	1,068	1,147	1,261	1,397	1,403	1,403
Supplies and Services		399,487	392,842	698,424	709,140	709,335	709,335
533.43-00	Machinery/Equipment	0	0	0	22,000	22,000	22,000
Property		0	0	0	22,000	22,000	22,000
534.91-01	Adm Exp-City Manager	4,061	14,032	10,825	10,136	9,991	9,991
534.91-02	Adm Exp-City Attorney	860	4,325	2,517	2,968	3,024	3,024
534.91-03	Adm Exp-City Clerk	1,492	5,206	4,310	3,996	4,148	4,148
534.91-09	Adm Exp-Finance	10,142	36,102	29,946	31,161	31,632	31,632
534.91-10	Adm Exp-Purchasing	1,086	3,866	3,231	3,139	3,206	3,206
534.91-11	Adm Exp-Public Works	9,827	11,089	10,881	18,124	18,399	18,399
534.91-16	Adm Exp-City Council	980	3,389	2,738	3,202	3,193	3,193
Administrative		28,448	78,009	64,448	72,726	73,593	73,593
535.92-29	Interdept DSC-Pub Works	9,973	11,087	11,410	11,105	11,502	11,502
Interdepartmental		9,973	11,087	11,410	11,105	11,502	11,502
633.64-00	Depreciation Expense	2,273	1,874	0	0	0	0
Property		2,273	1,874	0	0	0	0
968.93-72	Trsf-Support Service(672)	7,751	9,161	4,933	4,933	4,933	4,933
Other		7,751	9,161	4,933	4,933	4,933	4,933
**	Land Application	599,296	653,800	937,636	984,925	991,281	991,281

## 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.
- 23-00 Vehicle operations maintenance costs.
- 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, SJVAPCD permit fees, tires for L-1281, and MIUGSA fees.
- 27-00 Hand tools, chains, cleavices, and other small tools.
- 29-00 Seed, various weed killers, herbicides, fertilizer, and soil amendments.
- 43-00 Carport for sun protection for tractor and equipment.

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

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***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.

EXPENSES	Actual 2018-19	Actual 2019-20	Final Budget 2020-21	Dept. Head Request 2021-22	City Mgr. Recom. 2021-22	Council Approval 2021-22
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	78,312	78,312	7,535,822	8,950,000	8,950,000	8,950,000
<b>TOTAL</b>	<b>78,312</b>	<b>78,312</b>	<b>7,535,822</b>	<b>8,950,000</b>	<b>8,950,000</b>	<b>8,950,000</b>

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FINANCING SOURCES	Actual 2018-19	Actual 2019-20	Final Budget 2020-21	Estimated 2021-22
Sewer Facility Fee	757,685	791,514	669,272	479,778
Con. NthBCrk O/S NMS Dist	341,691	580,176	318,940	235,260
Sewer Fac Fee So of BCrk	206,458	298,424	158,936	226,146
Interest on Loans	6,628	67	0	0
Investment Earnings	132,461	186,617	150,440	147,690
Other Revenues	1,366,611-	1,778,486-	6,238,234	7,861,126
<b>TOTAL</b>	<b>78,312</b>	<b>78,312</b>	<b>7,535,822</b>	<b>8,950,000</b>

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BUDGET DETAIL EXPENSES

550-1156 WWT Lines Component Dept							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
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	7,535,822	8,950,000	8,950,000	8,950,000
	Capital Outlay	0	0	7,535,822	8,950,000	8,950,000	8,950,000
**	WWT Lines Component Dept	78,312	78,312	7,535,822	8,950,000	8,950,000	8,950,000

**UNIVERSITY CAPITAL CHARGE**  
**FUND NO. 344**  
**ACCOUNT NO. 1136**

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***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 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
706.71-01	Principal-Bond Payment	0	0	300,000	325,000	325,000	325,000
706.72-01	Interest Bond Payment	192,556	183,997	178,383	168,477	168,477	168,477
706.73-01	Agent Fees-Bond Payment	18,907	18,157	17,332	16,432	16,432	16,432
	Debt Services	211,463	202,154	495,715	509,909	509,909	509,909
**	University Capital Charge	211,463	202,154	495,715	509,909	509,909	509,909

**WASTEWATER TREATMENT PLANT COMPONENT  
IMPROVEMENT FUND  
FUND NO. 551  
ACCOUNT NO. 1157**

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***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.

WWT Plant Component

E X P E N S E S	Actual 2018-19	Actual 2019-20	Final Budget 2020-21	Dept. Head Request 2021-22	City Mgr. Recom. 2021-22	Council Approval 2021-22
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	22,923	0	103,000	103,000	103,000	103,000
Debt Service	0	0	1,377,449	1,532,554	1,532,554	1,532,554
Acquisitions	0	0	0	0	0	0
Capital Improvements	5,715,601	5,715,601	12,015,635	14,336,189	14,336,189	14,336,189
<b>TOTAL</b>	<b>5,738,524</b>	<b>5,715,601</b>	<b>13,496,084</b>	<b>15,971,743</b>	<b>15,971,743</b>	<b>15,971,743</b>

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F I N A N C I N G S O U R C E S	Actual 2018-19	Actual 2019-20	Final Budget 2020-21	Estimated 2021-22
Sewer Facility Fee	3,637,604	4,255,352	3,580,013	3,175,135
Investment Earnings	262,532	371,269	297,080	285,330
Other Revenues	1,838,388	1,088,980	9,618,991	12,511,278
<b>TOTAL</b>	<b>5,738,524</b>	<b>5,715,601</b>	<b>13,496,084</b>	<b>15,971,743</b>

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BUDGET DETAIL EXPENSES

551-1157 WWT Plant Component							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
532.17-00	Professional Services	22,923	0	103,000	103,000	103,000	103,000
	Supplies and Services	22,923	0	103,000	103,000	103,000	103,000
633.64-00	Depreciation Expense	5,715,601	5,715,601	0	0	0	0
	Property	5,715,601	5,715,601	0	0	0	0
637.65-00	Capital Imp. Projects	0	0	12,015,635	14,336,189	14,336,189	14,336,189
	Capital Outlay	0	0	12,015,635	14,336,189	14,336,189	14,336,189
706.71-02	Principal-City Loans	0	0	1,377,449	1,532,554	1,532,554	1,532,554
	Debt Services	0	0	1,377,449	1,532,554	1,532,554	1,532,554
**	WWT Plant Component	5,738,524	5,715,601	13,496,084	15,971,743	15,971,743	15,971,743

**WASTEWATER REVOLVING FUND**  
**FUND NO. 552**  
**ACCOUNT NO. 1110**

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***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.

Wastewater Revolving Fund

EXPENSES	Actual 2018-19	Actual 2019-20	Final Budget 2020-21	Dept.Head Request 2021-22	City Mgr. Recom. 2021-22	Council Approval 2021-22
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	0	0	133,582	135,897	135,897	135,897
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>133,582</b>	<b>135,897</b>	<b>135,897</b>	<b>135,897</b>

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FINANCING SOURCES	Actual 2018-19	Actual 2019-20	Final Budget 2020-21	Estimated 2021-22
Investment Earnings	2,757	3,454	3,030	2,490
Other Revenues	2,757-	3,454-	130,552	133,407
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>133,582</b>	<b>135,897</b>

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BUDGET DETAIL EXPENSES

552-1110 Wastewater Revolving Fund							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
532.29-00	Other Materials Supplies	0	0	133,582	135,897	135,897	135,897
	Supplies and Services	0	0	133,582	135,897	135,897	135,897
**	Wastewater Revolving Fund	0	0	133,582	135,897	135,897	135,897



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**

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***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

### **2021/2022 BUDGET HIGHLIGHTS**

Landfill tonnage rates remain flat and total tonnage generated by the City has decreased by 2,326 tons as compared to the previous calendar year with a total of 60,931 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 costs.

Other items expected to continue to negatively impact Refuse costs 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.

The year-round Bulky Item Drop-off site (corner of N. Hwy 59 and Yosemite Ave) where residential customers can bring bulky items, tires, and e-waste to be disposed of has been a successful program with 3,952 vehicles serviced in the last calendar year. The site is open for 12-hours a week and now 2 Saturdays a month. This site, as well as the community clean up events, has allowed us to eliminate our traditional Spring Clean-up event that was extremely taxing on staff and equipment.



BUDGET DETAIL EXPENSES

558-1112 Refuse Collections				FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	REQUEST	RECOM.	APPROVAL
		2018-19	2019-20	2020-21	2021-22	2021-22	2021-22
531.01-00	Regular Salaries	1,699,551	1,778,370	1,857,511	2,025,141	2,086,798	2,086,798
531.03-00	Extra Help	26,793	45,885	52,600	52,600	54,178	54,178
531.04-01	Regular Overtime	155,271	127,984	157,638	157,638	162,367	162,367
531.10-01	Holiday Pay	9,122	10,992	6,677	28,489	29,344	29,344
531.10-02	Unused Sick Leave	4,171	3,301	4,887	4,887	5,034	5,034
531.10-05	Retirement PERS Classic	76,655	84,081	89,402	87,600	90,367	90,367
531.10-06	Social Security-OASDI	112,438	116,147	123,334	134,305	138,582	138,582
531.10-07	Social Security-Medicare	26,685	27,829	29,607	32,174	33,195	33,195
531.10-08	State Unemployment	0	0	2,510	51	51	51
531.10-09	Retirement-PERS Lateral	4,370	4,951	5,257	5,136	5,290	5,290
531.10-10	Retirement-PERS New Membr	54,676	61,171	74,456	86,728	89,263	89,263
531.10-12	Workers Compensation	98,127	125,013	120,969	119,956	119,956	119,956
531.10-17	Stand By Pay	34,049	36,105	41,333	41,333	42,573	42,573
531.10-20	Earned Benefit	2,715	5,651	11,826	11,826	29,120	29,120
531.10-21	Bilingual Pay Program	646	2,149	1,998	3,859	3,859	3,859
531.10-23	Uniform Cleaning	6,399	7,148	8,645	9,652	9,652	9,652
531.10-27	PTS Plan FICA Alternative	349	596	684	684	704	704
531.10-33	Core Allowance	511,772	529,838	572,950	631,071	631,071	631,071
531.10-35	Post Employment Benefits	51,518	44,793	52,574	43,289	43,289	43,289
531.10-73	Retirement UAL Misc	206,207	250,980	282,663	357,330	342,257	342,257
Personnel Services		3,081,514	3,262,984	3,497,521	3,833,749	3,916,950	3,916,950
532.11-00	Utilities	18,526	19,689	18,871	24,317	24,317	24,317
532.12-00	Telephone	6,415	7,620	12,965	22,271	22,271	22,271
532.13-00	Postage	47,807	50,004	59,957	62,324	62,324	62,324
532.16-00	Printing	13,971	23,767	14,759	15,095	15,095	15,095
532.17-00	Professional Services	57,138	88,249	203,497	210,260	210,260	210,260
532.18-00	Travel and Meetings	6,481	375	5,858	7,322	7,322	7,322
532.20-00	Training Expense	1,400	442	1,120	1,400	1,400	1,400
532.21-00	Rents/Leases	5,560	6,060	6,000	6,000	6,000	6,000
532.23-00	Vehicle Operations/Maint	1,339,583	1,362,352	1,376,130	1,327,734	1,327,734	1,327,734
532.24-00	Memberships, Subscription	30,303	32,210	17,581	50,146	50,146	50,146
532.25-00	Maintenance Matls & Svcs	2,694,599	2,740,179	3,165,567	3,165,406	3,165,406	3,165,406
532.26-00	Other Equipment O & M	13,941	0	0	0	0	0
532.27-00	Small Tools	1,002	937	2,000	2,000	2,000	2,000
532.28-00	Safety Supplies	10,005	12,006	13,860	14,440	14,440	14,440
532.30-01	Dept Share of Insurance	98,033	80,639	125,220	136,922	136,922	136,922
532.32-00	Vehicle Replacement Fee	600,682	622,757	583,212	751,891	751,891	751,891
532.34-00	Contingency Reserve	0	0	250,000	250,000	250,000	250,000
532.35-84	Retro Fee Expense	1,300	200	0	0	0	0
532.38-00	Support Services	171,477	185,356	151,079	164,300	171,419	171,419
532.45-00	Facilities Maint Charge	57,214	63,454	61,970	70,092	70,960	70,960
532.46-00	Computer Replacement Chrg	2,432	3,485	0	0	0	0
Supplies and Services		5,177,869	5,299,781	6,069,646	6,281,920	6,289,907	6,289,907
533.43-00	Machinery/Equipment	135,405	97,601	65,000	0	2,672,090	2,672,090
Property		135,405	97,601	65,000	0	2,672,090	2,672,090
534.91-01	Adm Exp-City Manager	80,649	82,544	75,629	76,365	79,677	79,677
534.91-02	Adm Exp-City Attorney	17,076	25,442	17,589	22,363	24,119	24,119
534.91-03	Adm Exp-City Clerk	29,694	30,667	30,202	30,326	33,293	33,293
534.91-09	Adm Exp-Finance	201,387	212,370	209,223	234,774	252,259	252,259
534.91-10	Adm Exp-Purchasing	21,558	22,740	22,575	23,648	25,565	25,565
534.91-11	Adm Exp-Public Works	173,078	190,944	193,855	276,379	316,101	316,101

## BUDGET DETAIL EXPENSES

ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
558-1112	Refuse Collections						
534.91-16	Adm Exp-City Council	19,464	19,937	19,128	24,122	25,465	25,465
	Administrative	542,906	584,644	568,201	687,977	756,479	756,479
535.92-01	Interdept DSC-General Fnd	239,644	247,554	239,871	250,041	255,200	255,200
535.92-17	Interdept DSC-Develop Svc	52,331	57,079	60,247	59,086	60,377	60,377
535.92-22	Interdept DSC-Streets	7,430	5,620	1,763	0	0	0
535.92-29	Interdept DSC-Pub Works	270,227	266,489	229,626	224,015	230,244	230,244
535.92-53	Interdept DSC-Wastewater	39,445	30,545	37,003	0	0	0
535.92-57	Interdept DSC-Water Sys	35,356	31,475	41,246	0	0	0
535.92-58	Interdept DSC-Refuse	23,852	8,188	15,179	0	0	0
535.92-70	Interdept DSC-Hsng Admin	46,040	0	0	0	0	0
535.92-71	Interdept DSR-Facilities	2,724	2,197	0	0	0	0
535.92-72	Interdept DSC-Supprt Sr	16,891	16,980	17,583	17,980	18,290	18,290
	Interdepartmental	733,940	666,127	642,518	551,122	564,111	564,111
565.92-70	Interdept DSC-Fleet	0	54,154	49,418	41,260	41,968	41,968
	Interdepartmental	0	54,154	49,418	41,260	41,968	41,968
633.64-00	Depreciation Expense	96,043	99,178	0	0	0	0
	Property	96,043	99,178	0	0	0	0
637.65-00	Capital Imp. Projects	135,163	155,071	1,100,604	1,600,007	1,600,007	1,600,007
	Capital Outlay	135,163	155,071	1,100,604	1,600,007	1,600,007	1,600,007
958.93-53	Trsf-Wastewater Sys (553)	0	16,800	237,143	220,343	220,343	220,343
	Other	0	16,800	237,143	220,343	220,343	220,343
968.93-72	Trsf-Support Service(672)	102,772	121,458	65,400	65,400	65,400	65,400
	Other	102,772	121,458	65,400	65,400	65,400	65,400
**	Refuse Collections	10,005,612	10,357,798	12,295,451	13,281,778	16,127,255	16,127,255

## REFUSE COLLECTION

12-00 Cellular and office telephones, laptop air cards, cellular service for vehicle GPS tracking software.

13-00 Mailing of utility bills, informational program flyers, informational customer magnets, and other correspondence.

16-00 Printing of service request forms, utility bills, 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**

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## ***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 options. 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.
- Progressing with program implementation to be in compliance with California Senate Bill SB1383 Short-Lived Climate Pollutants (SLCP): Organic Waste Methane Emissions Reductions timeline.

## ***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.           |

## GREEN WASTE COLLECTION

3. Promote waste diversion in both the residential and commercial sector. Educating residents on good waste diversion practices and 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.

### ***2021/2022 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 75 percent reduction in the level of the statewide disposal of organic waste from the 2014 level 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 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
531.01-00	Regular Salaries	186,517	201,008	201,196	201,196	207,628	207,628
531.04-01	Regular Overtime	15,473	11,905	23,352	23,352	24,053	24,053
531.10-01	Holiday Pay	900	704	668	2,226	2,293	2,293
531.10-02	Unused Sick Leave	349	156	473	473	487	487
531.10-05	Retirement PERS Classic	9,778	12,162	13,011	12,711	13,126	13,126
531.10-06	Social Security-OASDI	11,733	13,141	13,948	13,608	14,068	14,068
531.10-07	Social Security-Medicare	2,744	3,073	3,262	3,182	3,290	3,290
531.10-10	Retirement-PERS New Membr	4,277	4,773	5,303	5,122	5,275	5,275
531.10-12	Workers Compensation	15,977	18,954	10,963	10,157	10,157	10,157
531.10-17	Stand By Pay	3,882	4,116	4,044	4,044	4,165	4,165
531.10-20	Earned Benefit	449	1,746	2,795	2,795	5,768	5,768
531.10-21	Bilingual Pay Program	0	188	600	780	780	780
531.10-23	Uniform Cleaning	690	543	657	658	658	658
531.10-33	Core Allowance	53,486	54,431	55,738	75,033	75,033	75,033
531.10-35	Post Employment Benefits	6,498	6,490	6,482	6,464	6,464	6,464
531.10-73	Retirement UAL Misc	22,441	26,957	30,617	35,943	34,465	34,465
Personnel Services		335,194	360,347	373,109	397,744	407,710	407,710
532.12-00	Telephone	0	712	2,280	3,105	3,105	3,105
532.13-00	Postage	856	811	10,800	11,300	11,300	11,300
532.14-00	Advertising	11,327	8,105	22,000	22,000	22,000	22,000
532.17-00	Professional Services	90	185	730	742	742	742
532.23-00	Vehicle Operations/Maint	153,881	192,574	223,905	242,382	242,382	242,382
532.24-00	Memberships, Subscription	950	2,856	3,323	3,774	3,774	3,774
532.25-00	Maintenance Matls & Svcs	93,085	89,647	106,250	116,750	116,750	116,750
532.26-00	Other Equipment O & M	1,873	0	0	0	0	0
532.28-00	Safety Supplies	0	0	0	1,380	1,380	1,380
532.30-01	Dept Share of Insurance	7,257	6,006	9,260	9,770	9,770	9,770
532.32-00	Vehicle Replacement Fee	114,567	114,567	106,384	149,150	149,150	149,150
532.35-84	Retro Fee Expense	50	50	0	0	0	0
532.38-00	Support Services	16,146	16,672	14,209	14,758	15,072	15,072
532.45-00	Facilities Maint Charge	1,708	1,843	2,001	2,207	2,216	2,216
Supplies and Services		401,790	434,028	501,142	577,318	577,641	577,641
533.43-00	Machinery/Equipment	6,827	0	0	0	0	0
Property		6,827	0	0	0	0	0
534.91-01	Adm Exp-City Manager	8,566	8,552	8,377	8,361	8,181	8,181
534.91-02	Adm Exp-City Attorney	1,814	2,636	1,948	2,448	2,476	2,476
534.91-03	Adm Exp-City Clerk	3,147	3,173	3,336	3,297	3,396	3,396
534.91-09	Adm Exp-Finance	21,391	22,003	23,176	25,704	25,900	25,900
534.91-10	Adm Exp-Purchasing	2,290	2,356	2,501	2,589	2,625	2,625
534.91-11	Adm Exp-Public Works	16,122	17,568	18,550	26,103	26,799	26,799
534.91-16	Adm Exp-City Council	2,067	2,066	2,119	2,641	2,615	2,615
Administrative		55,397	58,354	60,007	71,143	71,992	71,992
535.92-29	Interdept DSC-Pub Works	26,364	25,845	9,329	9,063	9,312	9,312
Interdepartmental		26,364	25,845	9,329	9,063	9,312	9,312
968.93-72	Trsf-Support Service(672)	8,600	10,163	5,473	5,473	5,473	5,473
Other		8,600	10,163	5,473	5,473	5,473	5,473
**	Green Waste Collection	834,172	888,737	949,060	1,060,741	1,072,128	1,072,128

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**

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**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 and AB1826 Mandatory Organic Recycling.
- Progressing with program implementation to be in compliance with California Senate Bill SB1383 Short-Lived Climate Pollutants (SLCP): Organic Waste Methane Emissions Reductions timeline.

**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.                             |

## RECYCLING PROGRAM

3. Promote waste diversion in both the residential and commercial sector. Educating residents on good waste diversion practices and businesses on AB341, AB1826, and SB1383 requirements, the City's waste diversion programs and conducting the waste diversion survey with an annual report to our jurisdiction representative.

### ***2021/2022 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, AB1826 Mandatory Organic Recycling, and AB1383 Short-Lived Climate Pollutants (SLCP): Organic Waste Methane Emissions Reductions.

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 the waste diversion programs. In addition, the recycling market has severely decreased, however state targeted goals of waste diversion remain the same for all diversion requirements.

Recycling Program

EXPENSES	Actual 2018-19	Actual 2019-20	Final Budget 2020-21	Dept. Head Request 2021-22	City Mgr. Recom. 2021-22	Council Approval 2021-22
Personnel Expenses	449,011	480,499	502,595	492,827	505,120	505,120
Supplies and Services	546,955	681,324	732,068	795,646	797,731	797,731
Debt Service	0	0	0	0	0	0
Acquisitions	22,981	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
* Undefined *	11,213	13,251	7,135	7,135	7,135	7,135
<b>TOTAL</b>	<b>1,030,160</b>	<b>1,175,074</b>	<b>1,241,798</b>	<b>1,295,608</b>	<b>1,309,986</b>	<b>1,309,986</b>

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FINANCING SOURCES	Actual 2018-19	Actual 2019-20	Final Budget 2020-21	Estimated 2021-22
Other State Grants	73,564	81,775	0	20,000
Recycling Program	1,299,685	1,358,984	1,920,000	2,075,000
Unclassified	25,022	17,957	0	3,500
Interdept DSR-Refuse	3,597	2,366	1,735	0
Other Revenues	371,708-	286,008-	679,937-	788,514-
<b>TOTAL</b>	<b>1,030,160</b>	<b>1,175,074</b>	<b>1,241,798</b>	<b>1,309,986</b>

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PERSONNEL	Number of Positions			
	Funded In Budget 2020-21	Dept. Head Request 2021-22	City Mgr. Recom. 2021-22	Council Approval
PWM - Operations	.35	.35	.35	.35
PW Supervisor - Solid Waste	.20	.20	.20	.20
Refuse Equip. Operator I/II	2.50	2.50	2.50	2.50
Lead Refuse Equipment Operator	.40	.40	.40	.40
Recycling Coordinator	.60	.60	.60	.60
<b>TOTAL</b>	<b>4.05</b>	<b>4.05</b>	<b>4.05</b>	<b>4.05</b>



BUDGET DETAIL EXPENSES

558-1135	Recycling Program						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
531.01-00	Regular Salaries	245,432	254,984	252,874	247,493	255,870	255,870
531.04-01	Regular Overtime	20,551	16,422	30,388	30,388	31,300	31,300
531.10-01	Holiday Pay	975	701	446	2,226	2,293	2,293
531.10-02	Unused Sick Leave	465	207	629	629	648	648
531.10-05	Retirement PERS Classic	19,684	21,444	22,958	17,286	17,888	17,888
531.10-06	Social Security-OASDI	16,603	16,995	17,774	17,723	18,332	18,332
531.10-07	Social Security-Medicare	3,883	3,975	4,157	4,145	4,287	4,287
531.10-10	Retirement-PERS New Membr	0	0	40	4,646	4,785	4,785
531.10-12	Workers Compensation	17,103	31,109	29,151	22,001	22,001	22,001
531.10-17	Stand By Pay	9,953	11,332	11,346	11,346	11,686	11,686
531.10-20	Earned Benefit	878	2,499	3,594	3,594	6,421	6,421
531.10-21	Bilingual Pay Program	600	603	600	360	360	360
531.10-23	Uniform Cleaning	481	498	531	532	532	532
531.10-33	Core Allowance	79,609	81,634	85,776	82,405	82,405	82,405
531.10-35	Post Employment Benefits	3,859	3,854	3,850	3,839	3,839	3,839
531.10-73	Retirement UAL Misc	28,935	34,242	38,481	44,214	42,473	42,473
Personnel Services		449,011	480,499	502,595	492,827	505,120	505,120
532.12-00	Telephone	0	1,346	2,280	4,019	4,019	4,019
532.13-00	Postage	1,190	1,391	10,800	11,300	11,300	11,300
532.14-00	Advertising	35,858	28,993	43,000	43,000	43,000	43,000
532.17-00	Professional Services	0	370	310	603	603	603
532.18-00	Travel and Meetings	0	108	602	753	753	753
532.20-00	Training Expense	1,088	0	920	1,150	1,150	1,150
532.23-00	Vehicle Operations/Maint	195,687	214,205	229,340	255,026	255,026	255,026
532.24-00	Memberships, Subscription	633	2,864	3,323	4,061	4,061	4,061
532.25-00	Maintenance Matls & Svcs	51,523	169,574	190,560	194,690	194,690	194,690
532.26-00	Other Equipment O & M	2,083	0	0	0	0	0
532.28-00	Safety Supplies	339	351	1,240	1,100	1,100	1,100
532.30-01	Dept Share of Insurance	8,912	7,373	11,372	11,872	11,872	11,872
532.32-00	Vehicle Replacement Fee	132,793	132,793	123,284	139,537	139,537	139,537
532.38-00	Support Services	18,887	19,388	16,438	16,875	17,237	17,237
532.45-00	Facilities Maint Charge	1,256	1,339	1,506	1,681	1,687	1,687
Supplies and Services		450,249	580,095	634,975	685,667	686,035	686,035
533.43-00	Machinery/Equipment	22,981	0	0	0	0	0
Property		22,981	0	0	0	0	0
534.91-01	Adm Exp-City Manager	10,094	10,676	10,108	10,214	10,003	10,003
534.91-02	Adm Exp-City Attorney	2,137	3,291	2,351	2,991	3,028	3,028
534.91-03	Adm Exp-City Clerk	3,708	3,961	4,025	4,027	4,153	4,153
534.91-09	Adm Exp-Finance	25,205	27,468	27,962	31,400	31,669	31,669
534.91-10	Adm Exp-Purchasing	2,698	2,941	3,017	3,163	3,209	3,209
534.91-11	Adm Exp-Public Works	19,642	21,189	23,292	31,715	32,560	32,560
534.91-16	Adm Exp-City Council	2,436	2,579	2,556	3,226	3,197	3,197
Administrative		65,920	72,105	73,311	86,736	87,819	87,819
535.92-29	Interdept DSC-Pub Works	30,786	29,124	23,782	23,243	23,877	23,877
Interdepartmental		30,786	29,124	23,782	23,243	23,877	23,877
968.93-72	Trsf-Support Service(672)	11,213	13,251	7,135	7,135	7,135	7,135
Other		11,213	13,251	7,135	7,135	7,135	7,135
**	Recycling Program	1,030,160	1,175,074	1,241,798	1,295,608	1,309,986	1,309,986

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**

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***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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### ***2021/2022 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.

Street Sweeping

EXPENSES	Actual	Actual	Final	Dept. Head	City Mgr.	Council
	2018-19	2019-20	Budget	Request	Recom.	Approval
			2020-21	2021-22	2021-22	2021-22
Personnel Expenses	529,050	528,729	604,519	608,377	622,270	622,270
Supplies and Services	816,643	784,928	790,392	862,986	867,684	867,684
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
* Undefined *	15,326	18,113	9,753	9,753	9,753	9,753
<b>TOTAL</b>	<b>1,361,019</b>	<b>1,331,770</b>	<b>1,404,664</b>	<b>1,481,116</b>	<b>1,499,707</b>	<b>1,499,707</b>

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FINANCING SOURCES	Actual	Actual	Final	Estimated
	2018-19	2019-20	Budget	2021-22
			2020-21	
Interdept DSR-Maint Dist	5,864	3,305	3,526	3,615
Interdept DSR-CFD's	3,191	2,284	2,122	3,217
Interdept DSR-Refuse	11,387	3,405	1,681	0
Other Revenues	1,340,577	1,322,776	1,397,335	1,492,875
<b>TOTAL</b>	<b>1,361,019</b>	<b>1,331,770</b>	<b>1,404,664</b>	<b>1,499,707</b>

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PERSONNEL	Number of Positions			
	Funded In	Dept. Head	City Mgr.	Council
Classification	Budget	Request	Recom.	Approval
	2020-21	2021-22	2021-22	
PW Manager- Tax Services	.20	.20	.20	.20
PW Supervisor - Streets	.20	.20	.20	.20
Street Sweeper Operator I/II	5.00	5.00	5.00	5.00
<b>TOTAL</b>	<b>5.40</b>	<b>5.40</b>	<b>5.40</b>	<b>5.40</b>

BUDGET DETAIL EXPENSES

558-1113	Street Sweeping						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
531.01-00	Regular Salaries	268,897	260,138	295,848	299,184	308,483	308,483
531.03-00	Extra Help	27,787	18,736	36,749	36,749	37,852	37,852
531.04-01	Regular Overtime	17,761	17,699	25,997	25,996	26,776	26,776
531.04-04	Call Back Time Worked	1,141	1,311	1,958	1,958	2,017	2,017
531.10-02	Unused Sick Leave	325	333	347	429	442	442
531.10-05	Retirement PERS Classic	12,602	11,047	12,827	2,897	3,017	3,017
531.10-06	Social Security-OASDI	17,124	18,068	19,568	20,274	20,924	20,924
531.10-07	Social Security-Medicare	4,408	4,498	5,109	5,274	5,442	5,442
531.10-08	State Unemployment	0	0	868	1,677	1,677	1,677
531.10-10	Retirement-PERS New Membr	8,486	10,784	14,006	23,587	24,290	24,290
531.10-12	Workers Compensation	17,540	18,701	19,389	17,560	17,560	17,560
531.10-17	Stand By Pay	4,949	5,781	3,689	7,030	7,241	7,241
531.10-20	Earned Benefit	2,214	18,634	3,549	4,112	4,764	4,764
531.10-21	Bilingual Pay Program	581	1,450	1,440	2,040	2,040	2,040
531.10-23	Uniform Cleaning	1,429	1,418	1,576	1,576	1,576	1,576
531.10-27	PTS Plan FICA Alternative	362	244	478	478	492	492
531.10-33	Core Allowance	91,340	82,782	99,841	96,491	96,491	96,491
531.10-35	Post Employment Benefits	17,642	17,072	16,260	10,303	10,303	10,303
531.10-73	Retirement UAL Misc	34,462	40,033	45,020	50,762	50,883	50,883
Personnel Services		529,050	528,729	604,519	608,377	622,270	622,270
532.11-00	Utilities	80,359	75,721	85,234	96,068	96,068	96,068
532.12-00	Telephone	0	190	2,461	681	681	681
532.13-00	Postage	8,087	5,383	8,300	8,300	8,300	8,300
532.17-00	Professional Services	226	450	405	417	417	417
532.21-00	Rents/Leases	60	60	60	60	60	60
532.23-00	Vehicle Operations/Maint	214,638	214,643	204,156	228,238	228,238	228,238
532.24-00	Memberships, Subscription	2,216	3,783	3,941	5,027	5,027	5,027
532.25-00	Maintenance Matls & Svcs	2,099	10,113	14,865	15,300	15,300	15,300
532.26-00	Other Equipment O & M	577	0	0	0	0	0
532.28-00	Safety Supplies	2,328	1,246	2,560	2,610	2,610	2,610
532.30-01	Dept Share of Insurance	12,481	10,175	15,631	16,097	16,097	16,097
532.32-00	Vehicle Replacement Fee	214,702	175,618	185,809	216,211	216,211	216,211
532.38-00	Support Services	24,393	24,996	20,479	20,840	21,293	21,293
532.45-00	Facilities Maint Charge	4,639	7,866	5,411	6,051	6,075	6,075
Supplies and Services		566,805	530,244	549,312	615,900	616,377	616,377
534.91-01	Adm Exp-City Manager	10,582	10,247	9,656	9,497	9,302	9,302
534.91-02	Adm Exp-City Attorney	2,241	3,158	2,246	2,781	2,816	2,816
534.91-03	Adm Exp-City Clerk	3,888	3,801	3,845	3,744	3,862	3,862
534.91-09	Adm Exp-Finance	26,425	26,363	26,713	29,196	29,449	29,449
534.91-10	Adm Exp-Purchasing	2,829	2,823	2,882	2,941	2,984	2,984
534.91-11	Adm Exp-Public Works	26,539	27,942	28,732	39,284	40,403	40,403
534.91-16	Adm Exp-City Council	2,554	2,475	2,442	3,000	2,973	2,973
Administrative		75,058	76,809	76,516	90,443	91,789	91,789
535.92-01	Interdept DSC-General Fnd	0	802	641	0	0	0
535.92-22	Interdept DSC-Streets	149,726	148,443	129,825	131,292	133,582	133,582
535.92-29	Interdept DSC-Pub Works	23,840	25,070	25,553	19,294	19,780	19,780
535.92-48	Interdept DSC-CFD Parks	967	0	0	0	0	0
535.92-58	Interdept DSC-Refuse	0	3,313	8,298	5,810	5,909	5,909
535.92-72	Interdept DSC-Supprt Sr	247	247	247	247	247	247
Interdepartmental		174,780	177,875	164,564	156,643	159,518	159,518

BUDGET DETAIL EXPENSES

558-1113	Street Sweeping	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
ACCT. NO.	ACCOUNT DESCRIPTION						
968.93-72	Trsf-Support Service(672)	15,326	18,113	9,753	9,753	9,753	9,753
	Other	15,326	18,113	9,753	9,753	9,753	9,753
**	Street Sweeping	1,361,019	1,331,770	1,404,664	1,481,116	1,499,707	1,499,707

FUND NO. 558  
ACCOUNT NO. 1113

## **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**

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### ***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***

- |  |   |
|--|---|
| <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.<br><br>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.<br><br>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.  |

### **2021/2022 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.

Street & Sub Div. Trees

EXPENSES	Actual 2018-19	Actual 2019-20	Final Budget 2020-21	Dept.Head Request 2021-22	City Mgr. Recom. 2021-22	Council Approval 2021-22
Personnel Expenses	743,681	743,200	834,773	1,043,886	1,068,422	1,068,422
Supplies and Services	375,360	457,852	489,578	562,788	567,755	567,755
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	10,000	10,000	10,000
Capital Improvements	1,303	1,955	0	0	0	0
* Undefined *	11,786	13,811	7,437	7,437	7,437	7,437
<b>TOTAL</b>	<b>1,132,130</b>	<b>1,216,818</b>	<b>1,331,788</b>	<b>1,624,111</b>	<b>1,653,614</b>	<b>1,653,614</b>

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FINANCING SOURCES	Actual 2018-19	Actual 2019-20	Final Budget 2020-21	Estimated 2021-22
Other State Grants	285,346	43,558	0	0
Damage Claims	341	2,849	0	0
Interdept DSR-Maint Dist	5,906	5,755	6,243	11,714
Interdept DSR-CFD's	3,144	3,812	4,494	9,996
Interdept DSR-Refuse	5,337	3,118	5,499	0
Other Revenues	832,056	1,157,726	1,315,552	1,631,904
<b>TOTAL</b>	<b>1,132,130</b>	<b>1,216,818</b>	<b>1,331,788</b>	<b>1,653,614</b>

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PERSONNEL	Number of Positions			
	Funded In Budget 2020-21	Dept.Head Request 2021-22	City Mgr. Recom. 2021-22	Council Approval
Park Worker I/II,Lead Park	.75	.75	.75	.75
PW Manager - Tax Services	.25	.25	.25	.25
Tree Trimmer	6.00	6.00	6.00	6.00
Maintenance Worker I/II	2.00	2.00	2.00	2.00
PW Supervisor - Parks & Trees	.60	.60	.60	.60
<b>TOTAL</b>	<b>9.60</b>	<b>9.60</b>	<b>9.60</b>	<b>9.60</b>

BUDGET DETAIL EXPENSES

558-1122	Street & Sub Div. Trees			FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	REQUEST	RECOM.	APPROVAL
		2018-19	2019-20	2020-21	2021-22	2021-22	2021-22
531.01-00	Regular Salaries	399,872	399,985	450,478	545,654	562,500	562,500
531.04-01	Regular Overtime	35,991	32,081	27,826	29,980	30,879	30,879
531.04-04	Call Back Time Worked	6,055	6,124	3,591	7,181	7,396	7,396
531.10-02	Unused Sick Leave	0	0	0	966	995	995
531.10-05	Retirement PERS Classic	20,950	21,854	24,676	29,302	30,220	30,220
531.10-06	Social Security-OASDI	28,924	27,945	30,652	37,094	38,273	38,273
531.10-07	Social Security-Medicare	6,764	6,535	7,169	8,676	8,951	8,951
531.10-08	State Unemployment	0	0	0	11,861	11,861	11,861
531.10-10	Retirement-PERS New Membr	11,075	11,678	16,199	19,080	19,652	19,652
531.10-12	Workers Compensation	14,940	20,272	23,887	27,329	27,329	27,329
531.10-17	Stand By Pay	23,674	22,590	29,677	29,677	30,567	30,567
531.10-20	Earned Benefit	14,520	6,209	2,394	3,878	10,698	10,698
531.10-21	Bilingual Pay Program	418	595	0	3,600	3,600	3,600
531.10-23	Uniform Cleaning	1,819	1,493	2,237	3,739	3,739	3,739
531.10-33	Core Allowance	122,121	121,350	141,889	183,185	183,185	183,185
531.10-35	Post Employment Benefits	5,572	5,291	5,547	5,204	5,204	5,204
531.10-73	Retirement UAL Misc	50,986	59,198	68,551	97,480	93,373	93,373
Personnel Services		743,681	743,200	834,773	1,043,886	1,068,422	1,068,422
532.11-00	Utilities	1,745	1,728	1,206	1,231	1,231	1,231
532.12-00	Telephone	3,914	4,168	5,872	5,518	5,518	5,518
532.13-00	Postage	7	30	30	35	35	35
532.17-00	Professional Services	1,645	4,028	3,823	4,135	4,135	4,135
532.18-00	Travel and Meetings	0	149	1,332	1,665	1,665	1,665
532.20-00	Training Expense	630	302	1,997	2,496	2,496	2,496
532.21-00	Rents/Leases	520	520	544	544	544	544
532.23-00	Vehicle Operations/Maint	143,098	108,068	118,662	134,425	134,425	134,425
532.24-00	Memberships, Subscription	2,170	2,176	3,007	5,714	5,714	5,714
532.25-00	Maintenance Matls & Svcs	33,233	43,053	43,010	53,210	53,210	53,210
532.26-00	Other Equipment O & M	271	4,874	7,440	7,440	7,440	7,440
532.28-00	Safety Supplies	2,130	7,752	10,605	10,605	10,605	10,605
532.30-01	Dept Share of Insurance	14,285	11,718	18,161	23,419	23,419	23,419
532.32-00	Vehicle Replacement Fee	0	96,412	89,652	97,716	97,716	97,716
532.35-84	Retro Fee Expense	150	50	0	0	0	0
532.38-00	Support Services	29,316	29,748	25,770	31,756	32,531	32,531
532.45-00	Facilities Maint Charge	5,844	6,193	6,582	7,051	7,153	7,153
532.46-00	Computer Replacement Chrg	319	319	0	0	0	0
Supplies and Services		239,277	321,288	337,693	386,960	387,837	387,837
533.43-00	Machinery/Equipment	0	0	0	10,000	10,000	10,000
Property		0	0	0	10,000	10,000	10,000
534.91-01	Adm Exp-City Manager	11,348	12,244	12,152	13,989	13,778	13,778
534.91-02	Adm Exp-City Attorney	2,403	3,774	2,826	4,096	4,171	4,171
534.91-03	Adm Exp-City Clerk	4,169	4,542	4,839	5,516	5,720	5,720
534.91-09	Adm Exp-Finance	28,337	31,501	33,618	43,006	43,620	43,620
534.91-10	Adm Exp-Purchasing	3,033	3,373	3,627	4,332	4,421	4,421
534.91-11	Adm Exp-Public Works	29,890	32,248	34,526	57,318	59,601	59,601
534.91-16	Adm Exp-City Council	2,739	2,957	3,073	4,419	4,403	4,403
Administrative		81,919	90,639	94,661	132,676	135,714	135,714
535.92-29	Interdept DSC-Pub Works	53,868	45,629	56,928	42,856	43,908	43,908
535.92-72	Interdept DSC-Supprt Sr	296	296	296	296	296	296
Interdepartmental		54,164	45,925	57,224	43,152	44,204	44,204

BUDGET DETAIL EXPENSES

558-1122	Street & Sub Div. Trees	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
ACCT. NO.	ACCOUNT DESCRIPTION						
633.64-00	Depreciation Expense	1,303	1,955	0	0	0	0
	Property	1,303	1,955	0	0	0	0
968.93-72	Trsf-Support Service(672)	11,786	13,811	7,437	7,437	7,437	7,437
	Other	11,786	13,811	7,437	7,437	7,437	7,437
**	Street & Sub Div. Trees	1,132,130	1,216,818	1,331,788	1,624,111	1,653,614	1,653,614

## **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**

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***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 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
533.43-00	Machinery/Equipment	96,078	198,420	308,205	551,118	551,118	551,118
	Property	96,078	198,420	308,205	551,118	551,118	551,118
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	149,490	251,832	308,205	551,118	551,118	551,118

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**

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***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.

**2021/2022 BUDGET HIGHLIGHTS**

**Fuel**

In the last calendar year, City vehicles consumed 222,317 gallons of diesel (16,773 gallons less than 2019), 166,533 gallons of unleaded (9,799 gallons more than 2019), and 21,612 Gas to Gallon Equivalent (GGE) of compressed natural gas (2,033 gallons less than 2019). With the growth of all City departments, the City fleet continues to grow and fuel consumption will increase exponentially. The reduction in diesel usage is contributed to the reduced vehicle usage during the early part of the COVID-19 minimum staffing levels.

**Vehicle Replacement**

Replacement charges for departments funded by discretionary funds have ceased or reduced for the past thirteen 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 and Fire vehicles with generally a 20-year life span. Remaining funds will not be adequate to continue needed replacements. Without a proper vehicle replacement schedule maintenance cost will rise exponentially.

**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 61 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 2018-19	ACTUAL 2019-20	BUDGET 2020-21	REQUEST 2021-22	RECOM. 2021-22	APPROVAL 2021-22
531.01-00	Regular Salaries	593,360	662,819	740,217	752,859	776,126	776,126
531.03-00	Extra Help	12,607	0	0	0	0	0
531.04-01	Regular Overtime	31,276	12,513	19,323	19,323	19,903	19,903
531.04-04	Call Back Time Worked	1,473	1,767	1,707	1,707	1,758	1,758
531.10-02	Unused Sick Leave	687	1,622	2,989	2,766	2,849	2,849
531.10-05	Retirement PERS Classic	9,434	11,163	12,392	12,301	12,729	12,729
531.10-06	Social Security-OASDI	38,006	41,685	47,715	48,070	49,621	49,621
531.10-07	Social Security-Medicare	9,072	9,749	11,159	11,242	11,605	11,605
531.10-08	State Unemployment	0	0	0	510	510	510
531.10-10	Retirement-PERS New Membr	37,163	44,432	54,713	54,375	56,006	56,006
531.10-12	Workers Compensation	47,346	60,383	109,714	85,381	85,381	85,381
531.10-17	Stand By Pay	17,448	11,545	24,004	24,004	24,724	24,724
531.10-20	Earned Benefit	1,908	7,576	10,185	10,956	14,004	14,004
531.10-21	Bilingual Pay Program	0	0	0	1,200	1,200	1,200
531.10-22	Tools Allowance	0	2,825	2,980	3,000	3,000	3,000
531.10-23	Uniform Cleaning	3,810	4,202	5,481	5,741	5,741	5,741
531.10-27	PTS Plan FICA Alternative	164	0	0	0	0	0
531.10-33	Core Allowance	200,706	183,618	186,988	228,893	228,893	228,893
531.10-35	Post Employment Benefits	24,573	31,337	28,668	28,587	28,587	28,587
531.10-73	Retirement UAL Misc	84,315	100,442	112,641	134,497	128,834	128,834
Personnel Services		1,113,348	1,187,678	1,370,876	1,425,412	1,451,471	1,451,471
532.11-00	Utilities	26,423	29,407	29,745	32,582	32,582	32,582
532.12-00	Telephone	1,755	3,041	3,332	4,460	4,460	4,460
532.13-00	Postage	293	355	436	436	436	436
532.14-00	Advertising	0	0	200	200	200	200
532.17-00	Professional Services	360	940	405	987	987	987
532.18-00	Travel and Meetings	3,520	1,619	11,804	11,818	11,818	11,818
532.19-00	Mileage	0	0	500	0	0	0
532.20-00	Training Expense	4,580	4,525	9,974	11,468	11,468	11,468
532.21-00	Rents/Leases	420	730	867	937	937	937
532.24-00	Memberships, Subscription	9,006	15,669	9,309	11,089	11,089	11,089
532.25-00	Maintenance Matls & Svcs	44,957	31,976	30,654	34,919	34,919	34,919
532.26-00	Other Equipment O & M	3,513	14,794	17,100	17,100	17,100	17,100
532.27-00	Small Tools	0	0	5,000	6,000	6,000	106,000
532.28-00	Safety Supplies	3,288	3,912	5,200	5,505	5,505	5,505
532.29-00	Other Materials Supplies	4,396	0	0	0	0	0
532.30-01	Dept Share of Insurance	30,474	25,831	40,420	41,793	41,793	41,793
532.30-24	Subrogation Claims Exp	30,052	18,489	40,000	40,000	40,000	40,000
532.33-00	Vehicle Fuel	1,221,558	1,099,669	1,184,121	1,349,714	1,349,714	1,349,714
532.34-00	Contingency Reserve	0	0	127,527	104,458	124,468	124,468
532.35-84	Retro Fee Expense	100	100	0	0	0	0
532.36-00	Vehicle Parts	1,068,796	1,001,203	1,095,194	1,117,098	1,117,098	1,117,098
532.38-00	Support Services	59,841	61,840	49,290	50,456	51,487	51,487
532.45-00	Facilities Maint Charge	23,492	27,554	30,548	35,775	36,331	36,331
Supplies and Services		2,536,824	2,341,654	2,691,626	2,876,795	2,898,392	2,998,392
533.43-00	Machinery/Equipment	3,134	21,236	15,000	8,000	8,000	8,000
Property		3,134	21,236	15,000	8,000	8,000	8,000
534.91-01	Adm Exp-City Manager	27,518	27,235	28,584	27,054	26,414	26,414
534.91-02	Adm Exp-City Attorney	5,826	8,394	6,648	7,922	7,996	7,996
534.91-03	Adm Exp-City Clerk	10,113	10,104	11,382	10,667	10,966	10,966
534.91-09	Adm Exp-Finance	68,714	70,070	79,077	83,173	83,628	83,628

BUDGET DETAIL EXPENSES

670-1103 Fleet Management							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
534.91-10	Adm Exp-Purchasing	7,356	7,503	8,532	8,378	8,475	8,475
534.91-11	Adm Exp-Public Works	68,390	74,561	78,329	108,460	110,897	110,897
534.91-16	Adm Exp-City Council	6,641	6,578	7,229	8,546	8,442	8,442
	Administrative	194,558	204,445	219,781	254,200	256,818	256,818
535.92-29	Interdept DSC-Pub Works	44,372	46,449	47,054	48,282	49,665	49,665
535.92-72	Interdept DSC-Supprrt Sr	2,553	2,755	2,856	2,906	2,957	2,957
	Interdepartmental	46,925	49,204	49,910	51,188	52,622	52,622
633.64-00	Depreciation Expense	36,831	36,396	0	0	0	0
	Property	36,831	36,396	0	0	0	0
637.65-00	Capital Imp. Projects	37,845	47,408	1,244	101,078	101,078	101,078
	Capital Outlay	37,845	47,408	1,244	101,078	101,078	101,078
968.93-71	Trsf-Facilities Main(671)	9,920	10,275	10,642	11,022	11,022	11,022
968.93-72	Trsf-Support Service(672)	40,408	47,754	25,714	25,714	25,714	25,714
	Other	50,328	58,029	36,356	36,736	36,736	36,736
**	Fleet Management	4,019,793	3,946,050	4,384,793	4,753,409	4,805,117	4,905,117



## 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, fuel tank monthly monitoring, Air Pollution Control District fee, and Merced County Permit to Operate fees.

26-00 Fuel Card-Lock/Petrovend Maintenance and underground fuel storage tank annual fee.

34-00 Contingency for emergency vehicle repairs and fuel.

**FLEET REPLACEMENT FUND**  
**FUND NO. 674**  
**ACCOUNT NO. 1103**

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***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 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
633.63-00	Vehicle Replacement	2,194,546	2,666,303	2,920,000	2,920,000	2,920,000	2,920,000
633.64-00	Depreciation Expense	1,837,275	1,851,672	0	0	0	0
	Property	4,031,821	4,517,975	2,920,000	2,920,000	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	4,031,821	4,517,975	3,117,791	3,117,791	3,117,791	3,117,791

# FACILITIES

**FACILITIES MAINTENANCE**  
**FUND NO. 671**  
**ACCOUNT NO. 1119**

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***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 sanitation, general maintenance and construction services to other City departments, making it possible for staff 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.

***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 while increasing efficiencies.
- 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.<br>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 Public Works Director and document as built changes to City facilities, reporting them to the Engineering Department within 30 days of completion. |

## FACILITIES MAINTENANCE

### ***2021/2022 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 ongoing as the current system is obsolete and the software is no longer supported by I.T. The Civic Center 3<sup>rd</sup> floor fire drop-down door needs replacement at the cost of \$40,000 as it is becoming increasingly hard for it to pass its annual inspection after 30-plus years of service. The Civic Center roof is also in need of repair at the cost of \$5,000. Enhanced cleaning protocols in public spaces will increase janitorial cost exponentially.







BUDGET DETAIL EXPENSES

671-1119	Facilities Maintenance Op			FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	BUDGET 2020-21	REQUEST 2021-22	RECOM. 2021-22	APPROVAL 2021-22
531.01-00	Regular Salaries	463,285	540,795	549,793	552,465	569,074	569,074
531.03-00	Extra Help	61,466	38,865	64,388	64,388	66,320	66,320
531.04-01	Regular Overtime	30,476	21,871	35,253	35,253	36,311	36,311
531.10-02	Unused Sick Leave	0	0	111	111	114	114
531.10-05	Retirement PERS Classic	16,896	18,917	20,429	19,957	20,563	20,563
531.10-06	Social Security-OASDI	28,697	33,316	34,873	34,590	35,694	35,694
531.10-07	Social Security-Medicare	7,637	8,378	9,090	9,024	9,310	9,310
531.10-09	Retirement-PERS Lateral	4,292	4,638	4,983	4,868	5,013	5,013
531.10-10	Retirement-PERS New Membr	14,934	21,788	24,468	24,139	24,858	24,858
531.10-12	Workers Compensation	38,441	65,138	64,421	57,113	57,113	57,113
531.10-20	Earned Benefit	4,626	2,443	4,016	4,016	8,329	8,329
531.10-23	Uniform Cleaning	4,158	3,719	3,849	4,102	4,102	4,102
531.10-27	PTS Plan FICA Alternative	832	525	837	837	862	862
531.10-33	Core Allowance	143,109	141,830	142,050	181,508	181,508	181,508
531.10-35	Post Employment Benefits	48,868	53,652	55,164	52,943	52,943	52,943
531.10-73	Retirement UAL Misc	62,536	73,061	83,664	98,326	94,119	94,119
Personnel Services		930,253	1,028,936	1,097,389	1,143,640	1,166,233	1,166,233
532.11-00	Utilities	212,275	212,909	237,737	256,736	256,736	256,736
532.12-00	Telephone	8,931	9,703	9,498	10,518	10,518	10,518
532.13-00	Postage	21	68	50	50	50	50
532.17-00	Professional Services	25,942	30,785	32,944	38,287	38,287	38,287
532.18-00	Travel and Meetings	296	238	800	1,000	1,000	1,000
532.20-00	Training Expense	0	399	800	1,000	1,000	1,000
532.21-00	Rents/Leases	600	600	1,068	1,068	1,068	1,068
532.23-00	Vehicle Operations/Maint	26,339	31,227	25,282	29,130	29,130	29,130
532.24-00	Memberships, Subscription	4,432	4,703	3,596	6,384	6,384	6,384
532.25-00	Maintenance Matls & Svcs	222,153	218,451	238,100	344,139	344,139	344,139
532.26-00	Other Equipment O & M	1,654	1,306	3,120	3,120	3,120	3,120
532.27-00	Small Tools	246	855	1,000	1,000	1,000	1,000
532.28-00	Safety Supplies	4,231	3,401	6,640	6,980	6,980	6,980
532.30-01	Dept Share of Insurance	48,135	49,812	86,986	80,876	80,876	80,876
532.30-24	Subrogation Claims Exp	0	0	10,000	10,000	10,000	10,000
532.34-00	Contingency Reserve	0	0	0	26,358	30,193	30,193
532.35-84	Retro Fee Expense	50	0	0	0	0	0
532.38-00	Support Services	42,881	42,881	42,881	42,881	42,881	42,881
532.46-00	Computer Replacement Chrg	0	0	0	10	10	10
Supplies and Services		598,186	607,338	700,502	859,537	863,372	863,372
533.43-00	Machinery/Equipment	0	0	0	20,000	20,000	20,000
Property		0	0	0	20,000	20,000	20,000
534.91-01	Adm Exp-City Manager	16,632	18,853	16,757	16,549	16,169	16,169
534.91-02	Adm Exp-City Attorney	3,522	5,811	3,897	4,846	4,895	4,895
534.91-03	Adm Exp-City Clerk	6,111	6,994	6,672	6,525	6,712	6,712
534.91-09	Adm Exp-Finance	41,533	48,505	46,356	50,876	51,191	51,191
534.91-10	Adm Exp-Purchasing	4,446	5,194	5,002	5,125	5,188	5,188
534.91-16	Adm Exp-City Council	4,014	4,554	4,238	5,227	5,168	5,168
Administrative		76,258	89,911	82,922	89,148	89,323	89,323
535.92-29	Interdept DSC-Pub Works	20,801	20,563	20,826	19,610	20,106	20,106
Interdepartmental		20,801	20,563	20,826	19,610	20,106	20,106
633.64-00	Depreciation Expense	182,738	182,658	0	0	0	0
Property		182,738	182,658	0	0	0	0

BUDGET DETAIL EXPENSES

671-1119 Facilities Maintenance Op							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2018-19	ACTUAL 2019-20	FINAL BUDGET 2020-21	DEPT. HEAD REQUEST 2021-22	CITY MGR. RECOM. 2021-22	COUNCIL APPROVAL 2021-22
637.65-00	Capital Imp. Projects	0	40,445	87,934	79,431	179,431	179,431
	Capital Outlay	0	40,445	87,934	79,431	179,431	179,431
706.71-01	Principal-Bond Payment	0	0	573,315	626,903	626,903	626,903
706.72-01	Interest Bond Payment	221,506	198,730	181,721	155,103	155,103	155,103
	Debt Services	221,506	198,730	755,036	782,006	782,006	782,006
**	Facilities Maintenance Op	2,029,742	2,168,581	2,744,609	2,993,372	3,120,471	3,120,471

## FACILITIES MAINTENANCE

- 11-00 Utility cost at the Civic Center, Shannon Parade, 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 Parade, 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, as well as contract services for cleaning chairs and carpet.

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