

# **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.

### ***MISSION***

The Public Works Department's mission is to provide quality public works service with pride and dedication to insure a higher quality of life for the City of Merced. Our vision is to be recognized as an outstanding provider of public works services. This is accomplished through partnership, teamwork, quality customer service, employee development, continuous improvement, and a positive public image.

### ***GOALS***

- ◇ **Merced's Future:** We take pride in conserving resources. We plan our work anticipating future community needs. We work to make Merced a better place to live. We encourage innovation and look for better ways.
- ◇ **The Customer:** We find the best ways to provide quality customer service. We listen and respond to the needs of our customers while planning for the future needs of our customers.
- ◇ **The Team:** We pull together to provide excellent service. We believe our success depends on teamwork, trust, honesty, and ethical behavior. We support each other. We listen to each other. We trust each other.
- ◇ **The Individual:** We encourage new ideas. We encourage and reward individual initiative and acceptance of responsibility. We invest in training and professional growth. We care about the individual.
- ◇ **The Workplace:** We plan with safety in mind. We consider public health and safety as our top priority. We provide the correct tools and training for the task. We take employee safety seriously. We strive to make the workplace a safe and productive environment.



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

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***DESCRIPTION***

The Public Works Operations' Administration Division provides administrative support to the Facilities Maintenance, Fleet Services, Solid Waste, Tax Services, Utilities, and 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 Public Works Operations. Ensure employee health and safety are maintained while providing quality customer service to both internal and external customers.

***GOALS***

- ◇ Establish a culture of superior customer service, for both internal and external customers.
- ◇ Continue to promote a safe working environment for the employees of the department.
- ◇ Promote Geographical Information Systems (GIS) technology to enhance internal and external customer service needs.
- ◇ Improve cost efficiency to insure customers receive the highest level of service at the lowest cost, when compared to other agencies, both public and private.

## **PUBLIC WORKS OPERATIONS--ADMINISTRATION**

### **OBJECTIVES**

### **PERFORMANCE MEASUREMENTS/INDICATORS**

1. Enhance customer relations.

Continue the use of media in publicizing various Public Works programs.

Continue educational presentations to service groups, including area schools regarding various mandated Public Works programs.

Continue to upgrade the city web site by developing and providing up-to-date information regarding operations and services.

2. Aggressively promote safety in the work place.

Conduct general and specific safety training programs for all Public Works personnel - Ongoing. Monitor and review both vehicle and personnel accidents with safety committees (monthly) to identify causes and loss prevention methods. Conduct and document on-site facility safety inspections (annually).

Promote workplace safety by hosting and/or attending in-house risk management association training events for all division employees.

Continue safety incentive program to reduce and eventually eliminate reportable injuries.

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

Ongoing reduction in cost of repairs from improved standards.

## **PUBLIC WORKS OPERATIONS--ADMINISTRATION**

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| 4. Provide continuous training opportunities consistent with the needs of the work group.  | Average 24 hours training per employee annually.<br><br>Continue to utilize Merced Community College Customer Service Academy to enhance customer service skills.  |
| 5. Collaborate with the GIS Coordinator and Engineering Department to develop and implement a citywide GIS Program.                          | Continue Public Works infrastructure data collection program, as begun in FY 04/05.<br><br>Obtain GPS specified coordinates for various citywide infrastructures and create GIS Themes (Map Layers) for each type of real property coordinates obtained. |
| 6. Explore technology driven, job cost accounting systems and customizable electronic work order applications that are GIS & HTE compatible. | Search for enterprise solution software applications and arrange for on-site vendor demonstrations.  |

### ***2007-2008 BUDGET HIGHLIGHTS***

Two-temporary account clerk positions have been included in the FY 07/08 budget. These positions will solely be dedicated to asset management to meet Government Accounting Standards Board 34 accounting and financial reporting requirements, as described for state and local governments.

EXPENSES	Actual 2004-05	Actual 2005-06	Final Budget 2006-07	Dept. Head Request 2007-08	City Mgr. Recom. 2007-08	Council Approval 2007-08
Personnel Expenses	638,156	853,188	1,106,948	1,200,363	1,167,390	1,167,390
Supplies and Services	227,188	275,148	326,079	364,813	309,600	309,600
Debt Service	0	0	0	0	0	0
Acquisitions	12,508	5,093	6,000	24,900	24,900	24,900
Capital Improvements	32,285	142,715	0	0	0	0
<b>TOTAL</b>	<b>910,137</b>	<b>1,276,144</b>	<b>1,439,027</b>	<b>1,590,076</b>	<b>1,501,890</b>	<b>1,501,890</b>

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FINANCING SOURCES	Actual 2004-05	Actual 2005-06	Final Budget 2006-07	Estimated 2007-08
PERS-EE Share 2.5% @ 55	0	0	0	22,530
Investment Earnings	8,936	14,147	3,000	20,000
Unclassified	59	0	0	0
Snack Machine Revenue	850	511	700	800
Adm Reimb-General Fund	54,193	100,729	78,500	31,932
Adm Reimb-Maint. District	6,779	7,073	6,972	7,189
Adm Reimb-Street Trees	25,224	51,067	39,324	24,143
Adm Reimb-Street Maint.	58,756	112,541	90,418	69,820
Adm Reimb-Wastewater Sys	121,099	245,410	250,532	216,599
Adm Reimb-Water System	107,552	205,352	167,512	80,707
Adm Reimb-Refuse System	142,610	275,516	144,598	324,222
Adm Reimb-Land Ap System	10,839	20,806	0	0
Adm Reimb-Fleet Managemnt	30,000	56,593	77,140	39,857
Interdept DSR-General Fnd	8,515	3,605	13,828	18,992
Interdept DSR-Maint Dist	13,413	14,259	13,767	14,039
Interdept DSR-Street Tree	8,515	3,778	14,099	13,971
Interdept DSR-Streets	13,232	7,210	17,465	16,959
Interdept DSR-Wastewater	115,889	63,729	89,715	164,611
Interdept DSR-Water Sys	73,463	36,048	137,749	196,464
Interdept DSR-Refuse	266,317	151,622	346,718	357,393
Interdept DSR-Land Apl	694	880	0	0
Interdept DSR-Airport	6,680	0	0	0
Interdept DSR-Fleet	91	0	2,073	2,266
Interdept DSR-Facilities	1,945	0	5,494	5,534
Public Works Admin-Sp Rev	165,514	94,732	60,577	126,138
<b>TOTAL</b>	<b>910,137</b>	<b>1,276,144</b>	<b>1,439,027</b>	<b>1,501,890</b>

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PERSONNEL Number of Positions

Classification	Funded In Budget 2006-07	Dept. Head Request 2007-08	City Mgr. Recom. 2007-08	Council Approval
Dir. of Pub. Works Operations	1.00	1.00	1.00	1.00
Deputy PW Director	1.00	1.00	1.00	1.00
Safety Specialist/Trainee	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Secretary III	1.00	1.00	1.00	1.00
Secretary I/II	3.00	3.00	3.00	3.00
Cust. Svc. Rep/Spec.	1.00	1.00	1.00	1.00
Systems Technician I/II/III	1.00	1.00	1.00	1.00
Acctg. Technician	2.00	2.00	2.00	2.00
Account Clerk I/II/III	3.00	3.00	3.00	3.00
<b>TOTAL</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>	<b>15.00</b>

BUDGET DETAIL EXPENSES

029-1102	Public Works Oper. Admin			FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	BUDGET 2006-07	REQUEST 2007-08	RECOM. 2007-08	APPROVAL 2007-08
531.01-00	Regular Salaries	427,585	519,040	727,678	763,717	763,717	763,717
531.03-00	Extra Help	13,375	18,499	0	29,318	29,318	29,318
531.04-01	Regular Overtime	8,602	5,980	7,952	9,371	9,371	9,371
531.04-04	Call Back Time Worked	0	5	56	0	0	0
531.10-01	Holiday Pay	0	0	74	0	0	0
531.10-05	Retirement PERS	29,689	64,226	99,776	132,699	132,699	132,699
531.10-06	Social Security-OASDI	25,990	30,946	43,545	45,255	45,255	45,255
531.10-07	Social Security-Medicare	6,558	7,925	10,721	11,694	11,694	11,694
531.10-08	State Unemployment	150	196	2,250	2,250	2,250	2,250
531.10-09	Long Term Disability	2,937	4,189	1,823	0	0	0
531.10-10	Group Health Insurance	99,702	172,871	178,983	0	0	0
531.10-11	Group Life Insurance	1,057	1,747	1,407	0	0	0
531.10-12	Workers Compensation	4,267	2,739	2,488	3,758	3,818	3,818
531.10-15	Vision Plan	2,665	3,799	4,499	0	0	0
531.10-16	Dental Plan	11,701	16,732	20,518	0	0	0
531.10-18	Management Physicals	0	0	350	490	490	490
531.10-20	Earned Benefit	2,062	2,555	2,938	3,270	3,270	3,270
531.10-23	Uniform Cleaning	1,642	1,498	1,890	1,891	1,891	1,891
531.10-27	PTS Plan FICA Alternative	174	241	0	381	381	381
531.10-32	Cash Back-Biweekly Allow	0	0	0	44	44	44
531.10-33	Core Allowance	0	0	0	196,225	163,192	163,192
Personnel Services		638,156	853,188	1,106,948	1,200,363	1,167,390	1,167,390
532.11-00	Utilities	8,716	9,340	9,485	10,524	10,524	10,524
532.12-00	Telephone	9,961	12,834	11,787	12,240	12,240	12,240
532.13-00	Postage	454	732	714	595	595	595
532.15-00	Office Supplies	30,841	27,434	31,099	31,638	31,638	31,638
532.17-00	Professional Services	4,391	1,990	7,240	6,520	6,520	6,520
532.18-00	Travel and Meetings	771	301	1,797	1,821	1,821	1,821
532.20-00	Training Expense	2,023	2,203	3,510	3,510	3,510	3,510
532.21-00	Rents/Leases	1,382	1,293	1,579	4,895	4,895	4,895
532.23-00	Vehicle Operations/Maint	5,000	5,719	6,194	12,482	12,482	12,482
532.24-00	Memberships, Subscription	4,422	5,394	5,390	5,475	5,475	5,475
532.25-00	Maintenance Mats & Svcs	595	1,940	2,410	2,810	2,810	2,810
532.26-00	Other Equipment O & M	1,572	1,572	1,572	800	800	800
532.28-00	Safety Supplies	3,566	5,438	11,900	11,900	11,900	11,900
532.30-01	Dept Share of Insurance	14,702	32,728	17,148	22,712	22,712	22,712
532.32-00	Vehicle Replacement Fee	3,989	3,989	11,438	14,338	14,338	14,338
532.38-00	Support Services	80,466	96,491	133,768	150,636	100,061	100,061
532.45-00	Facilities Maint Charge	31,437	37,739	37,711	36,450	31,812	31,812
532.46-00	Computer Replacement Chrg	16,237	20,501	21,332	25,342	25,342	25,342
Supplies and Services		220,525	267,638	316,074	354,688	299,475	299,475
533.43-00	Machinery/Equipment	12,508	5,093	6,000	24,900	24,900	24,900
Property		12,508	5,093	6,000	24,900	24,900	24,900
535.92-01	Interdept DSC-General Fnd	3,130	3,479	3,999	4,178	4,178	4,178
535.92-17	Interdept DSC-Develop Svc	3,507	4,001	6,006	5,947	5,947	5,947
535.92-72	Interdept DSC-Supprt Sr	26	30	0	0	0	0
Interdepartmental		6,663	7,510	10,005	10,125	10,125	10,125
637.65-00	Capital Imp. Projects	32,285	142,715	0	0	0	0
Capital Outlay		32,285	142,715	0	0	0	0
**	Public Works Oper. Admin	910,137	1,276,144	1,439,027	1,590,076	1,501,890	1,501,890

**PUBLIC WORKS OPERATIONS – ADMINISTRATION**

- 12-00 Office telephones, cellular telephones, ISDN telephone lines for computers, and two-way radios
- 20-00 League of California Cities, Computer Software and Customer Service training for office staff
- 24-00 California Water Environment Association, CAL-OSHA Reporter, and American Public Works Association membership
- 26-00 Maintenance for base, mobile, and remote radios
- 28-00 Department Recognition Safety Awards, video rentals, and CPR cards and supplies
- 43-00 Replacement of office chairs, combination fire safe, and replace video equipment in training room

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



**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, 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 and reliable manner.

**GOALS**

- ◇ Ensure our comprehensive street and sidewalk inspection, repair, and preventive maintenance program is maintained in accordance with program 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 and minimize costs.

**OBJECTIVES**

**PERFORMANCE  
MEASUREMENTS/INDICATORS**

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

As prioritized by our inspection program, replace 100,000-sq. ft. of asphalt at strategic locations by June 2008.

Crack seal 10-lane miles of streets as prioritized by inspection program.

Work closely with the Engineering department on capital projects to insure all aspects of projects are covered prior to construction.

## **STREET AND STREETLIGHT MAINTENANCE**

- 2. Continue Sidewalk Maintenance Program to remove tripping hazards, and install handicap ramps as prioritized by inspection program.**

Replace 7,200 lineal ft of sidewalk by January 2008.

Replace temporary patches, due to utility cuts in sidewalks, within 30-days of work performed by the Utilities Division.

Work with the Engineering department on Phase III of the South Merced Sidewalk Serviceability Project to insure the most critical sidewalk repairs are given priority.

Install handicap ramps at strategic locations with emphasis on schools, hospitals, and businesses with curbs restricting handicap access.
- 3. Continue Traffic Signal and Streetlight Maintenance Program.**

Continue immediate response to reported traffic signal problems and 48-hour maximum response time to reported streetlight outages. Tracking accomplished through current work order system.

Continue to research technological improvements to determine how they may benefit the Cities traffic signal and streetlight maintenance program.
- 4. Continue Curb & Gutter Maintenance, replacing damaged gutters as prioritized by the inspection program or customer requests.**

Replace 1,600 lineal ft by June 2008.

## **STREET AND STREETLIGHT MAINTENANCE**

5. Continue Street Signs and Traffic Pavement Markings Maintenance Program.

Maintain thermal plastic on all prior applications citywide.

Repaint all center-line, bike lane, and fog line striping by June 2008. Annual, ongoing program.

Conduct annual sign survey to identify necessary repairs or replacements. Survey will be conducted using GPS technology beginning in FY 08. Complete gathering of GPS information will require approximately four years.

Continue program of replacing non-reflective stop signs with high intensity reflective sign faces at all stop signs throughout the city.

Collaborate and coordinate with the Traffic Committee and the Engineering Department to insure prompt completion of all sign installation requests and ordinance changes.

*Note: Monthly reports are generated to track all street and streetlight maintenance activities.*

### **2007-2008 BUDGET HIGHLIGHTS**

\$100,000.00 has been allocated through the use of Community Development Block Grant (CDBG) funds for Phase III sidewalk rehabilitation in South Merced.

Measure C funding (\$1.2 million) will be used to complete a slurry seal project in South Merced.

Proposition 42 funding (\$400,000) will be used for a scrub seal work, in conjunction with County of Merced annual program. Focus of project will be major transportation corridors between the City and County.

Proposition 1B funding (\$484,000) will be used for reconstruction and overlay projects on Olive Avenue and G Street. This is the first year of a five-year funding cycle.



BUDGET DETAIL EXPENSES

022-1104	Street/Light Maintenance						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
531.01-00	Regular Salaries	517,546	458,551	642,469	805,839	801,844	801,844
531.03-00	Extra Help	9,709	12,800	34,771	17,386	17,386	17,386
531.04-01	Regular Overtime	65,438	76,800	85,269	89,131	89,131	89,131
531.04-04	Call Back Time Worked	4,263	8,232	5,983	7,282	7,282	7,282
531.10-01	Holiday Pay	1,011	0	1,597	959	959	959
531.10-02	Unused Sick Leave	1,322	432	1,347	1,347	1,347	1,347
531.10-05	Retirement PERS	34,967	53,824	85,058	140,336	139,633	139,633
531.10-06	Social Security-OASDI	37,816	33,205	46,373	57,590	57,342	57,342
531.10-07	Social Security-Medicare	8,985	7,952	11,430	13,806	13,748	13,748
531.10-08	State Unemployment	226	246	2,745	2,895	2,895	2,895
531.10-09	Long Term Disability	1,579	1,751	1,089	0	0	0
531.10-10	Group Health Insurance	159,794	172,361	200,722	0	0	0
531.10-11	Group Life Insurance	1,699	2,230	1,446	0	0	0
531.10-12	Workers Compensation	67,335	46,460	53,675	40,179	56,424	56,424
531.10-15	Vision Plan	4,024	4,764	5,238	0	0	0
531.10-16	Dental Plan	21,473	20,526	24,144	0	0	0
531.10-17	Stand By Pay	22,878	25,390	19,985	19,985	19,985	19,985
531.10-18	Management Physicals	0	0	53	53	53	53
531.10-20	Earned Benefit	11,341	2,797	2,626	4,218	4,218	4,218
531.10-21	Bilingual Pay Program	0	23	0	0	0	0
531.10-23	Uniform Cleaning	5,294	4,481	5,616	6,353	6,353	6,353
531.10-26	Call Back - Non Worked	36	124	0	0	0	0
531.10-27	PTS Plan FICA Alternative	126	167	452	226	226	226
531.10-32	Cash Back-Biweekly Allow	0	0	0	105	105	105
531.10-33	Core Allowance	0	0	0	272,514	226,638	226,638
Personnel Services		976,862	933,116	1,232,088	1,480,204	1,445,569	1,445,569
532.11-00	Utilities	457,039	448,528	504,087	532,578	532,578	532,578
532.12-00	Telephone	8,434	6,719	6,875	7,344	7,344	7,344
532.13-00	Postage	253	425	580	580	580	580
532.17-00	Professional Services	84,192	67,439	126,410	167,066	167,066	167,066
532.18-00	Travel and Meetings	1,133	1,907	3,252	3,564	3,564	3,564
532.20-00	Training Expense	1,875	4,760	2,380	2,430	2,430	2,430
532.21-00	Rents/Leases	1,225	1,107	2,820	2,835	2,835	2,835
532.23-00	Vehicle Operations/Maint	143,081	158,969	162,303	212,274	212,274	178,252
532.24-00	Memberships, Subscription	274	604	814	814	814	814
532.25-00	Maintenance Matls & Svcs	327,206	439,436	511,209	586,434	536,434	0
532.26-00	Other Equipment O & M	11,116	14,446	15,917	20,215	20,215	20,215
532.27-00	Small Tools	704	2,806	2,908	3,708	3,708	3,708
532.28-00	Safety Supplies	2,125	5,079	3,325	5,015	5,015	5,015
532.29-00	Other Materials Supplies	0	0	20,000	0	0	0
532.30-01	Dept Share of Insurance	24,793	44,018	10,533	31,724	31,724	31,724
532.32-00	Vehicle Replacement Fee	176,157	179,780	184,637	178,868	178,868	178,868
532.38-00	Support Services	90,653	94,035	133,742	146,014	105,238	105,238
532.45-00	Facilities Maint Charge	6,068	5,223	3,138	3,382	2,915	2,915
532.46-00	Computer Replacement Chrg	284	689	689	689	689	689
Supplies and Services		1,336,612	1,475,970	1,695,619	1,905,534	1,814,291	1,243,835
533.43-00	Machinery/Equipment	34,867	49,755	117,500	151,495	151,495	0
Property		34,867	49,755	117,500	151,495	151,495	0
534.91-01	Adm Exp-City Manager	24,966	28,285	20,246	28,688	27,306	27,306
534.91-02	Adm Exp-City Attorney	6,024	14,524	16,729	16,010	14,948	14,948
534.91-09	Adm Exp-Finance	67,943	74,529	74,616	95,801	90,646	90,646
534.91-10	Adm Exp-Purchasing	9,406	9,581	8,873	11,054	10,779	10,779
534.91-11	Adm Exp-Public Works	58,756	112,541	90,418	78,622	69,820	69,820
534.91-16	Adm Exp-City Council	8,758	8,679	6,681	11,441	10,080	10,080
Administrative		175,853	248,139	217,563	241,616	223,579	223,579

BUDGET DETAIL EXPENSES

022-1104 Street/Light Maintenance		ACTUAL	ACTUAL	FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	2004-05	2005-06	BUDGET	REQUEST	RECOM.	APPROVAL
		2004-05	2005-06	2006-07	2007-08	2007-08	2007-08
535.92-01	Interdept DSC-General Fnd	0	0	0	7,705	7,705	7,705
535.92-17	Interdept DSC-Develop Svc	169,416	186,327	233,208	232,704	232,704	232,704
535.92-29	Interdept DSC-Pub Works	13,232	7,210	17,465	16,959	16,959	16,959
535.92-72	Interdept DSC-Supprt Sr	366	457	365	462	462	462
	Interdepartmental	183,014	193,994	251,038	257,830	257,830	257,830
637.65-00	Capital Imp. Projects	339,141	46,510	193,555	164,536	1,764,536	164,536
	Capital Outlay	339,141	46,510	193,555	164,536	1,764,536	164,536
**	Street/Light Maintenance	3,046,349	2,947,484	3,707,363	4,201,215	5,657,300	3,335,349

## **STREET AND STREETLIGHT MAINTENANCE**

- 11-00 Includes electrical service for streetlights and traffic signals and share of Corporation Yard utilities
- 17-00 Department of Motor Vehicles Class B drivers license physicals, upgrades and renewals, paint filter disposal, Cal Trans traffic signal controller maintenance, State Controllers Report, hazardous material disposal, and contracted recycling of concrete and asphalt waste
- 18-00 Asphalt/concrete workshops and International Municipal Signal Association (IMSA) Seminars
- 21-00 Compact roller rental, copier maintenance agreement, and security alarm at traffic/signal light warehouse
- 24-00 Underground Service Alert (USA), International Municipal Signal Association (IMSA), Traffic Signal Association, and Qualified Pesticide Applicators licenses
- 25-00 Lamps, fuses, signal parts, photo cells, connectors, batteries, wire traffic timers, other miscellaneous supplies related to street lamps, signs, and signals, traffic paint, lane markers, sheeting, asphalt, concrete and road maintenance materials
- 26-00 Maintenance of base radio, mobile radios, sidewalk grinder blades and tool, repairs to saw blades, concrete blades, spray guns, and pumps
- 43-00 Traffic signal battery backup, paint striper, automated conflict monitor tester, and replacement of concrete surface grinder





**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 revenues.

Measure "C" - Public Works

E X P E N S E S	Actual 2004-05	Actual 2005-06	Final Budget 2006-07	Dept.Head Request 2007-08	City Mgr. Recom. 2007-08	Council Approval 2007-08
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	0	0	0	0	0	570,456
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	151,495
Capital Improvements	0	0	0	1,484,292	1,484,292	3,084,292
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,484,292</b>	<b>1,484,292</b>	<b>3,806,243</b>

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F I N A N C I N G S O U R C E S	Actual 2004-05	Actual 2005-06	Final Budget 2006-07	Estimated 2007-08
Measure "C"- Special Rev	0	0	0	3,806,243
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,806,243</b>

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BUDGET DETAIL EXPENSES

061-1126 Measure "C"- Public Works							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
.							
532.23-00	Vehicle Operations/Maint	0	0	0	0	0	34,022
532.25-00	Maintenance Matls & Svcs	0	0	0	0	0	536,434
	Supplies and Services	0	0	0	0	0	570,456
533.43-00	Machinery/Equipment	0	0	0	0	0	151,495
	Property	0	0	0	0	0	151,495
637.65-00	Capital Imp. Projects	0	0	0	1,484,292	1,484,292	3,084,292
	Capital Outlay	0	0	0	1,484,292	1,484,292	3,084,292
**	Measure "C"- Public Works	0	0	0	1,484,292	1,484,292	3,806,243



**STREETS AND SIGNALS  
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

ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
450-1104	Street/Light CIP						
637.65-00	Capital Imp. Projects	699,027	5,403,896	13,756,052	12,076,247	12,086,859	12,086,859
	Capital Outlay	699,027	5,403,896	13,756,052	12,076,247	12,086,859	12,086,859
**	Street/Light CIP	699,027	5,403,896	13,756,052	12,076,247	12,086,859	12,086,859





**PARKS MAINTENANCE**  
**FUND NOS. 001 & 158**  
**ACCOUNT NOS. 1120 & 1137**

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***DESCRIPTION***

The parks division is responsible for the landscape maintenance of approximately 330 acres of municipal parks, landscaped areas, traffic medians, athletic fields, and open land areas while maintaining approximately 17 miles of associated bikeways. In addition, the Division is responsible to maintain approximately 16 miles of creek and waterways for flood control purposes.

***MISSION***

To improve the quality of life for the Merced Community by providing exceptional parks and diverse recreational experiences for all patrons, building community image and sense of place while preserving and protecting our City's natural resources.

***GOALS***

- ◇ Provide support to the Parks and Community Services Department and to the public for recreational needs, while maintaining the health and condition of all public landscape areas throughout the City.
- ◇ Maintain comprehensive herbicide and pesticide application program sustaining the health and condition of landscape areas, parks, and urban forest while enhancing the usefulness of public facilities and open space.
- ◇ Promote health and encourage exercise among residents and visitors by maintaining and upgrading the bicycle and footpath system throughout the City.

**PARKS MAINTENANCE**

***OBJECTIVES***

***PERFORMANCE  
MEASUREMENTS/INDICATORS***

- |  |   |
|--|---|
| 1. Upgrade or replace parks playground equipment identified in the playground audit, in accordance with Assembly Bill 1055.                          | Continue weekly playground inspections to insure all playground sites are in compliance with AB1055.  |
| 2. Collaborate with Community Services, Planning, and Engineering Departments to insure proper coordination of park development throughout the City. | Attend scheduled meetings to insure park development meets City design standards. Work closely with the Engineering and Recreation departments ensuring timely installation |

- |   |  |
|---|--|
|   | of all Parks Division CIP projects, including Proposition 40 projects.   |
| 3. Continue Rose-Garden upgrades.   | Replace plants as needed in the antique rose areas of the garden.  |
| 4. Vegetation and fire reduction management within the city utility right-of-ways.  | Apply herbicide applications quarterly or in response to a bona fide customer service request.                   |
| 5. Ensure maintenance district landscape areas are maintained by private landscape contractor(s) as specified by contract language. | Inspect and document findings in monthly report, as well as ensuring deficiencies are corrected when identified. |

***2007-2008 BUDGET HIGHLIGHTS***

Three additional playgrounds located in South Merced will be replaced, as identified in the 05/06 playground audit. This is a phased program, begun in FY 06/07, and scheduled for completion in FY 8/09.

One Park Maintenance Worker along with necessary support equipment has been requested under Community Facilities District funding as a result of additional parks developed.

Three additional city parks will be brought into service during this fiscal year.





BUDGET DETAIL EXPENSES

001-1120 Parks Maintenance				FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	REQUEST	RECOM.	APPROVAL
		2004-05	2005-06	2006-07	2007-08	2007-08	2007-08
531.01-00	Regular Salaries	525,455	581,105	626,027	695,719	658,835	658,835
531.03-00	Extra Help	62,649	47,017	63,138	72,820	45,364	45,364
531.04-01	Regular Overtime	13,905	25,581	12,392	28,571	28,571	28,571
531.04-04	Call Back Time Worked	1,546	1,644	1,840	1,840	1,840	1,840
531.10-01	Holiday Pay	0	0	153	153	153	153
531.10-02	Unused Sick Leave	721	11	641	0	0	0
531.10-05	Retirement PERS	36,797	71,962	86,006	121,121	114,707	114,707
531.10-06	Social Security-OASDI	33,599	37,795	39,648	48,130	45,843	45,843
531.10-07	Social Security-Medicare	8,784	9,564	10,213	12,378	11,445	11,445
531.10-08	State Unemployment	232	225	2,693	2,693	2,543	2,543
531.10-09	Long Term Disability	1,650	1,475	1,068	0	0	0
531.10-10	Group Health Insurance	135,359	180,947	174,896	0	0	0
531.10-11	Group Life Insurance	1,623	2,038	1,404	0	0	0
531.10-12	Workers Compensation	27,330	31,326	60,657	34,843	30,523	30,523
531.10-15	Vision Plan	3,851	4,077	4,804	0	0	0
531.10-16	Dental Plan	18,819	17,310	21,165	0	0	0
531.10-17	Stand By Pay	2,422	2,160	2,594	5,608	5,608	5,608
531.10-18	Management Physicals	0	0	149	149	149	149
531.10-20	Earned Benefit	12,732	19,414	14,519	44,393	44,393	44,393
531.10-23	Uniform Cleaning	5,718	5,424	6,004	6,303	6,303	6,303
531.10-27	PTS Plan FICA Alternative	830	649	821	947	590	590
531.10-32	Cash Back-Biweekly Allow	0	0	0	14	14	14
531.10-33	Core Allowance	0	0	0	243,619	188,216	188,216
Personnel Services		894,022	1,039,724	1,130,832	1,319,301	1,185,097	1,185,097
532.11-00	Utilities	211,000	234,123	295,004	299,540	299,540	299,540
532.12-00	Telephone	1,525	1,748	1,898	1,922	1,922	1,922
532.16-00	Printing	0	0	50	50	50	50
532.17-00	Professional Services	15,578	14,579	7,700	28,767	28,767	28,767
532.18-00	Travel and Meetings	913	981	1,849	2,981	2,981	2,981
532.20-00	Training Expense	819	4,015	2,410	2,475	2,475	2,475
532.21-00	Rents/Leases	921	1,098	3,231	2,171	2,171	2,171
532.23-00	Vehicle Operations/Maint	136,892	136,309	154,561	178,732	178,732	178,732
532.24-00	Memberships, Subscription	1,028	750	1,525	8,765	1,765	1,765
532.25-00	Maintenance Matls & Svcs	92,403	131,142	136,799	153,225	153,225	153,225
532.26-00	Other Equipment O & M	3,370	3,830	4,596	8,970	8,970	8,970
532.27-00	Small Tools	7,805	7,991	9,650	9,925	9,925	9,925
532.28-00	Safety Supplies	4,912	4,499	3,950	4,950	4,950	4,950
532.29-00	Other Materials Supplies	9,877	18,146	31,150	36,500	36,500	36,500
532.30-01	Dept Share of Insurance	28,239	46,706	25,491	31,907	31,907	31,907
532.32-00	Vehicle Replacement Fee	85,714	92,589	94,991	107,277	107,277	107,277
532.38-00	Support Services	69,347	80,993	108,869	120,406	80,076	80,076
532.45-00	Facilities Maint Charge	148,659	172,752	189,110	214,088	193,142	193,142
532.46-00	Computer Replacement Chrg	0	0	0	1,437	1,437	1,437
Supplies and Services		819,002	952,251	1,072,834	1,214,088	1,145,812	1,145,812
533.43-00	Machinery/Equipment	7,636	1,045	33,000	108,000	93,000	93,000
Property		7,636	1,045	33,000	108,000	93,000	93,000
534.91-11	Adm Exp-Public Works	54,193	100,729	78,500	67,785	31,932	31,932
Administrative		54,193	100,729	78,500	67,785	31,932	31,932
535.92-01	Interdept DSC-General Fnd	0	1,075	1,075	5,434	5,434	5,434
535.92-17	Interdept DSC-Develop Svc	3,094	4,256	8,260	10,649	10,649	10,649
535.92-29	Interdept DSC-Pub Works	8,515	3,605	13,828	18,992	18,992	18,992
535.92-53	Interdept DSC-Wastewater	0	0	1,119	0	0	0
535.92-59	Interdebt DSC-Land Applic	2,006	1,032	0	1,192	1,192	1,192

BUDGET DETAIL EXPENSES

001-1120 Parks Maintenance							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
535.92-72	Interdept DSC-Supprt Sr	262	457	243	330	330	330
	Interdepartmental	13,877	10,425	24,525	36,597	36,597	36,597
**	Parks Maintenance	1,788,730	2,104,174	2,339,691	2,745,771	2,492,438	2,492,438

**COMMUNITY FACILITIES DISTRICT  
FUND NOS. 150, 155, 156, 157, 158 & 164-178  
ACCOUNT NOS. 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 164-178 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--elsewhere in the budget document.





BUDGET DETAIL EXPENSES

158-1137	CFD-PW-Parks Maintenance						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
531.01-00	Regular Salaries	0	24,258	66,590	67,234	67,234	67,234
531.04-01	Regular Overtime	0	2,870	1,000	2,157	2,157	2,157
531.10-05	Retirement PERS	0	2,977	9,128	11,685	11,685	11,685
531.10-06	Social Security-OASDI	0	1,658	4,215	4,397	4,397	4,397
531.10-07	Social Security-Medicare	0	388	971	1,032	1,032	1,032
531.10-08	State Unemployment	0	13	300	300	300	300
531.10-09	Long Term Disability	0	67	130	0	0	0
531.10-10	Group Health Insurance	0	13,908	21,892	0	0	0
531.10-11	Group Life Insurance	0	108	150	0	0	0
531.10-12	Workers Compensation	0	1,746	2,078	2,146	2,180	2,180
531.10-15	Vision Plan	0	243	642	0	0	0
531.10-16	Dental Plan	0	1,323	3,558	0	0	0
531.10-20	Earned Benefit	0	0	0	1,534	1,534	1,534
531.10-23	Uniform Cleaning	0	197	306	649	649	649
531.10-33	Core Allowance	0	0	0	25,043	20,827	20,827
Personnel Services		0	49,756	110,960	116,177	111,995	111,995
532.11-00	Utilities	0	0	0	1,314	1,314	1,314
532.18-00	Travel and Meetings	0	0	376	434	434	434
532.20-00	Training Expense	0	0	350	450	450	450
532.23-00	Vehicle Operations/Maint	0	0	0	7,516	7,516	7,516
532.25-00	Maintenance Matls & Svcs	0	0	0	600	600	600
532.27-00	Small Tools	0	0	300	1,000	1,000	1,000
532.28-00	Safety Supplies	0	0	250	555	555	555
532.30-01	Dept Share of Insurance	0	0	0	2,876	2,876	2,876
532.38-00	Support Services	0	0	0	8,666	6,629	6,629
Supplies and Services		0	0	1,276	23,411	21,374	21,374
533.43-00	Machinery/Equipment	0	17,807	0	0	0	0
Property		0	17,807	0	0	0	0
535.92-01	Interdept DSC-General Fnd	0	0	2,584	2,996	2,996	2,996
Interdepartmental		0	0	2,584	2,996	2,996	2,996
**	CFD-PW-Parks Maintenance	0	67,563	114,820	142,584	136,365	136,365

## **PARKS MAINTENANCE**

- 11-00 Includes electrical, sewer, water, and refuse services at all parks facilities and share of Corporation Yard utilities
- 17-00 Maintenance of ball field lights including Hoover and Rivera schools, pump service, electrical repairs, Merced Irrigation District standby fee, reimbursement of services performed by CDF Mt. Bullion crew, and emergency plumbing repair during public events at City parks.
- 20-00 Pesticide Control Advisory meetings and seminars, and California Parks and Recreation Conference(CPRS)
- 21-00 Rental of specialized tools and equipment for construction and repair, pager, and copier maintenance agreement
- 24-00 Membership in California Parks and Recreation Society, structural pest control training, and reference materials
- 25-00 Graffiti abatement materials, turf maintenance program, plant materials, ball field preparation and repair; landfill fees, sprinkler system parts, weed control and systemic injections, insect/rodent control, tennis and basketball court supplies, light fixtures, and park name signs
- 26-00 Maintenance of mowers, edgers, blowers, and remote radios
- 28-00 Includes specialized clothing and equipment for pesticide application, first aid kits, rubber boots, rain gear, safety glasses, and ear protection
- 29-00 Irrigation maintenance-Rose Garden at Applegate park and playground equipment replacement parts

## **STREET AND SUBDIVISION TREES**

**FUND NO. 021**

**ACCOUNT NO. 1122**

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### ***DESCRIPTION***

The Street Tree Division provides a full range of tree care services throughout the City, including scheduled tree pruning, dead wood, mistletoe and stump removal, reforestation, hazard elimination, special tree treatments, and corrective measures, as identified by our tree program 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***

- ◇ Continue scheduled area pruning, mistletoe removal, and tree plant/removal programs to properly maintain the City's urban forest.
- ◇ Reduce claims resulting from incidents involving street trees through early identification and timely response to citizen requests.
- ◇ Continue to explore funding sources for reforestation efforts and seek City Council approval for implementation.

## **STREETS, PARKS, AND SUBDIVISION TREES**

### ***OBJECTIVES***

1. Maintain the health and condition of the urban forest while responding to emergency tree/limb incidents in a timely manner.

### ***PERFORMANCE MEASUREMENTS/INDICATORS***

Monitor tree trimming, stump removal, mistletoe abatement, reforestation, and emergency tree/limb removal throughout the City, and provide monthly maintenance reports to the department.

Inspect tree condition during pruning operations, and immediately correct all tree hazards when found or notified.  
Ongoing.

- |   |   |
|---|---|
| 2. Continue Mistletoe Abatement Program in conjunction with the Area Prune Program.                                     | Continue aggressive preventive maintenance work on eradicating mistletoe on all city trees, as well as customer service/emergency requests throughout the City. To be completed by June 2008. |
|   | Manager to provide monthly progress report.   |
| 3. Continue the Area Prune Program to insure all trees within the City inventory are maintained on a 6-year trim cycle. | Continue area-pruning program. Areas will be evaluated and modified as appropriate during the fiscal year.  |
|   | Annual inspection of old growth areas for hazard identification and re-forestation efforts. This replaces a project formerly completed by third party contractors.                            |
|   | City crews to plant 450- trees as ongoing reforestation. To be completed by June 2008.  |
|   | Ensure the annual park pruning cycle is completed by June 2008.   |
|   | Manager to provide monthly progress report.   |
| 4. Coordinate with developers for proper species and placement of street trees in new developments.                     | Coordinate and inspect the planting of all trees by developers in new subdivisions.   |
| 5. Promote the benefits of a healthy urban forest, and maintain Tree City USA designation.                              | Show increased participation in Arbor Day event by involving more schools and public agencies.  |

**2007-2008 BUDGET HIGHLIGHTS**

With the addition of a City Arborist in FY 06/07, many services that have previously been provided by contractors will now be completed in-house. This will allow for more timely recognition of, and response to, problem areas.



Street & Sub Div. Trees

EXPENSES	Actual 2004-05	Actual 2005-06	Final Budget 2006-07	Dept. Head Request 2007-08	City Mgr. Recom. 2007-08	Council Approval 2007-08
Personnel Expenses	503,445	614,284	745,600	830,941	920,714	920,714
Supplies and Services	326,900	401,834	455,072	480,179	451,848	451,848
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>830,345</b>	<b>1,016,118</b>	<b>1,200,672</b>	<b>1,311,120</b>	<b>1,372,562</b>	<b>1,372,562</b>

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FINANCING SOURCES	Actual 2004-05	Actual 2005-06	Final Budget 2006-07	Estimated 2007-08
Other State Grants	3,388	720-	0	0
Health Insurance EE Share	0	0	2,860	0
PERS-EE Share 2.5% @ 55	0	0	0	14,280
Unclassified	0	282	0	0
Interdept DSR-CFD Formati	151	124	0	0
Interdept DSR-Refuse	14,719	21,716	9,152	8,461
Trsf-General Fund (001)	816,542	990,545	1,175,044	1,298,337
Trsf-CFD PW-Streets (159)	56	2,926	16,199	29,256
Street Trees-Spec. Rev.	4,511-	1,245	2,583-	22,228
<b>TOTAL</b>	<b>830,345</b>	<b>1,016,118</b>	<b>1,200,672</b>	<b>1,372,562</b>

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PERSONNEL	Number of Positions			
	Funded In Budget 2006-07	Dept. Head Request 2007-08	City Mgr. Recom. 2007-08	Council Approval
P.W. Op. Manager - Tax Service	.25	.20	.20	.20
P.W. Supervisor -Parks & Trees	.50			
Urban Forestry Supervisor	1.00	1.00	1.00	1.00
Lead Tree Trimmer		1.00		
Tree Trimmer	6.00	5.00	6.00	6.00
Park Worker I/II	2.00	2.00	2.00	2.00
<b>TOTAL</b>	<b>9.75</b>	<b>9.20</b>	<b>9.20</b>	<b>9.20</b>

BUDGET DETAIL EXPENSES

021-1122	Street & Sub Div. Trees			FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	REQUEST	RECOM.	APPROVAL
		2004-05	2005-06	2006-07	2007-08	2007-08	2007-08
531.01-00	Regular Salaries	316,060	363,354	437,852	484,080	475,785	475,785
531.04-01	Regular Overtime	18,092	19,572	19,125	19,931	19,931	19,931
531.04-04	Call Back Time Worked	765	1,487	1,371	1,834	1,834	1,834
531.10-01	Holiday Pay	5	0	91	0	0	0
531.10-02	Unused Sick Leave	401	0	216	373	373	373
531.10-05	Retirement PERS	20,798	42,449	60,208	84,392	82,932	82,932
531.10-06	Social Security-OASDI	19,522	22,235	28,715	33,631	33,117	33,117
531.10-07	Social Security-Medicare	4,566	5,200	6,734	7,893	7,773	7,773
531.10-08	State Unemployment	125	147	1,613	1,463	1,463	1,463
531.10-09	Long Term Disability	807	1,048	709	0	0	0
531.10-10	Group Health Insurance	88,006	121,225	126,557	0	0	0
531.10-11	Group Life Insurance	950	1,402	984	0	0	0
531.10-12	Workers Compensation	12,556	10,479	34,395	23,834	146,616	146,616
531.10-15	Vision Plan	2,225	2,849	3,133	0	0	0
531.10-16	Dental Plan	13,085	14,352	16,074	0	0	0
531.10-17	Stand By Pay	1,665	2,031	2,594	24,567	24,567	24,567
531.10-18	Management Physicals	0	0	114	254	254	254
531.10-20	Earned Benefit	1,135	3,685	1,948	11,053	11,053	11,053
531.10-21	Bilingual Pay Program	0	437	600	600	600	600
531.10-23	Uniform Cleaning	2,682	2,332	2,567	2,667	2,667	2,667
531.10-33	Core Allowance	0	0	0	134,369	111,749	111,749
	Personnel Services	503,445	614,284	745,600	830,941	920,714	920,714
532.11-00	Utilities	0	1,781	2,044	3,600	3,600	3,600
532.12-00	Telephone	331	662	696	1,669	1,669	1,669
532.13-00	Postage	0	11	50	0	0	0
532.14-00	Advertising	0	0	25	25	25	25
532.16-00	Printing	0	0	0	50	50	50
532.17-00	Professional Services	7,299	6,747	20,842	15,842	15,842	15,842
532.18-00	Travel and Meetings	38	1,124	774	1,228	1,228	1,228
532.20-00	Training Expense	1,540	2,575	3,385	2,050	2,050	2,050
532.21-00	Rents/Leases	1,176	1,491	985	1,923	1,923	1,923
532.23-00	Vehicle Operations/Maint	74,102	87,883	98,771	112,684	112,684	112,684
532.24-00	Memberships, Subscription	150	150	150	330	330	330
532.25-00	Maintenance Matls & Svcs	22,187	28,398	51,600	57,800	57,800	57,800
532.26-00	Other Equipment O & M	1,021	962	3,448	7,368	7,368	7,368
532.27-00	Small Tools	6,222	5,303	8,450	9,060	9,060	9,060
532.28-00	Safety Supplies	3,277	3,054	4,530	5,650	5,650	5,650
532.30-01	Dept Share of Insurance	13,617	25,442	20,410	15,327	15,327	15,327
532.32-00	Vehicle Replacement Fee	84,426	84,933	84,054	78,392	78,392	78,392
532.38-00	Support Services	34,495	40,997	54,507	57,001	42,898	42,898
	Supplies and Services	249,881	291,513	354,721	369,999	355,896	355,896
534.91-01	Adm Exp-City Manager	9,194	11,521	7,444	10,921	10,236	10,236
534.91-02	Adm Exp-City Attorney	2,218	5,916	6,150	6,095	5,603	5,603
534.91-09	Adm Exp-Finance	25,022	30,358	27,433	36,471	33,981	33,981
534.91-10	Adm Exp-Purchasing	3,464	3,903	3,262	4,208	4,041	4,041
534.91-11	Adm Exp-Public Works	25,224	51,067	39,324	33,960	24,143	24,143
534.91-16	Adm Exp-City Council	3,225	3,535	2,456	4,356	3,779	3,779
	Administrative	68,347	106,300	86,069	96,011	81,783	81,783
535.92-29	Interdept DSC-Pub Works	8,515	3,778	14,099	13,971	13,971	13,971
535.92-72	Interdept DSC-Supprt Sr	157	243	183	198	198	198
	Interdepartmental	8,672	4,021	14,282	14,169	14,169	14,169
**	Street & Sub Div. Trees	830,345	1,016,118	1,200,672	1,311,120	1,372,562	1,372,562

## **STREET AND SUBDIVISION TREES**

- 14-00 Notice of public hearings for street tree removal
- 17-00 Driver's license renewals and Street Tree Condition Reforestation Survey
- 20-00 Western Chapter of International Society of Arboriculture meetings, and Valley Tree Forum
- 24-00 International Society of Arboriculture, National Arbor Day Society, and Western Chapter Membership
- 25-00 Trees, stakes, ties, cable, and landfill disposal fees
- 27-00 Replacement of saws, pruners, rope, rakes, shovels, and blower



**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 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
637.65-00	Capital Imp. Projects	1,534,553	2,152,135	26,265,387	27,147,947	27,148,794	27,148,794
	Capital Outlay	1,534,553	2,152,135	26,265,387	27,147,947	27,148,794	27,148,794
706.71-06	Principal Loans	0	0	18,871	18,871	18,871	18,871
706.72-06	Interest Loans	7,587	6,873	6,130	6,130	6,130	6,130
	Debt Services	7,587	6,873	25,001	25,001	25,001	25,001
958.93-57	Trsf-Water System Fu(557)	564,139	362,046	6,512	6,512	6,512	6,512
	Other	564,139	362,046	6,512	6,512	6,512	6,512
**	Restricted Water System	2,106,279	2,521,054	26,296,900	27,179,460	27,180,307	27,180,307



**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 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
ACCT. NO.	ACCOUNT DESCRIPTION						
637.65-00	Capital Imp. Projects	148,237	34	4,693,826	5,372,373	5,373,325	5,373,325
	Capital Outlay	148,237	34	4,693,826	5,372,373	5,373,325	5,373,325
**	Restricted Water Mains	148,237	34	4,693,826	5,372,373	5,373,325	5,373,325





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

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***DESCRIPTION***

The Water System Division is responsible for the maintenance and operation of the City's water supply. The system consists of 15 active well sites, 21 deep-well pumps, and approximately 500 miles of distribution pipeline. The division also maintains all fire hydrants, water meters, valves, fluoridation and chlorination injection systems, pump motors, electrical systems, and two-300,000, one-500,000 and one-400,000 gallon aboveground water storage tanks, while supplying approximately eight billion gallons of water to our customers annually.

***MISSION***

Provide the City of Merced with a continuous supply of clean and safe drinking water while responding to customer requests in a timely manner.

***GOALS***

- ◇ Ensure compliance with comprehensive water system inspection, repair and preventive maintenance program.
- ◇ Ensure regulatory requirements from Federal, State, and Local agencies for providing safe drinking water are met.
- ◇ Continue to 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.

***OBJECTIVES***

***PERFORMANCE  
MEASUREMENTS/INDICATORS***

1. Ensure elevated water tank bacteriological consistency and tank integrity is maintained in accordance with specified standards.

Conduct annual tank integrity and cathodic protection system inspections and repair defective items when found. Private contractor to clean and inspect all elevated water storage tanks. Contracted inspections are video taped under live conditions. Complete by June 2008.

## **WATER SYSTEM**

- |   |   |
|---|---|
| 2. Prevent water service leaks while lowering the potential for water system contamination caused by the deterioration and disintegration of existing polybutylene water pipes. | Complete replacement of residential polybutylene water service lines with copper tubing. There are approximately 1,200 remaining polybutylene services. Complete by June 2008 |
| 3. Ensure commercial water meters are functioning within specified tolerances.  | Inspect a minimum of 25% of all commercial water meters; repair, replace, or calibrate as needed. On-going.   |
| 4. Increase fire hydrant water flow capacity within strategically identified areas.   | Replace a minimum of 15 obsolete low-flow, dry-barrel fire hydrants with high-flow, wet-barrel hydrants. Complete by June 2008.   |
| 5. Maintain distribution system to meet State and Federal contaminant and disinfection byproduct requirements.  | Track compliance through on-going flushing and monitoring program.  |
| 6. Stay abreast with current water systems and water quality standards.   | Monitor regulatory changes to water distribution systems and/or water quality as specified by the Department of Health Services. Ongoing.                                     |

### ***2007-2008 BUDGET HIGHLIGHTS***

One new well site currently under development and will become active during the fiscal year, while three more well sites are in the planning stages for the next fiscal year.

The Division is requesting an Operator I/II position to meet the needs created by growth within the City.

Rates approved in FY 07 will provide a stable funding source for the next five years.



Water System

EXPENSES	Actual		Final	Dept. Head	City Mgr.	Council
	2004-05	2005-06	Budget 2006-07	Request 2007-08	Recom. 2007-08	Approval 2007-08
Personnel Expenses	1,416,525	1,643,121	2,119,821	2,348,140	2,274,927	2,274,927
Supplies and Services	3,668,354	4,041,232	4,872,515	4,923,214	4,771,038	4,771,038
Debt Service	495,380	420,493	880,668	704,263	704,263	704,263
Acquisitions	547,740	179,401	623,554	413,722	388,722	388,722
Capital Improvements	2,243,449	1,281,700	839,703	560,268	560,268	560,268
* Undefined *	0	37	37	37	37	37
TOTAL	8,371,448	7,565,984	9,336,298	8,949,644	8,699,255	8,699,255

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FINANCING SOURCES	Actual		Final	Estimated
	2004-05	2005-06	Budget 2006-07	2007-08
Interdept DSR-Maint Dist	735	792	756	779
Interdept DSR-Wastewater	28,186	30,866	0	0
Interdept DSR-Refuse	14,775	16,523	21,994	30,250
Interdept DSR-Land Apl	2,375	2,600	0	0
Water System-Entrprs Fund	8,325,377	7,515,203	9,313,548	8,668,226
TOTAL	8,371,448	7,565,984	9,336,298	8,699,255

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PERSONNEL	Number of Positions			
	Funded In Budget 2006-07	Dept. Head Request 2007-08	City Mgr. Recom. 2007-08	Council Approval
P.W. Op. Manager - Utilities	.70	1.00	1.00	1.00
PW Spvr. - Water	1.00	1.00	1.00	1.00
Lab/Envir. Ctl. Spvr.	.25	.25	.25	.25
Water Systems Tech I/II or Pump Operator or Maint. Worker I/II or	22.00	23.00	23.00	23.00
Water Meter Backflow Tech	1.00	1.00	1.00	1.00
Water Systems Irrigation Wrker	1.00	1.00	1.00	1.00
Lab Tech I/II/III	1.00	1.00	1.00	1.00
Maintenance Electrician	1.00	1.00	1.00	1.00
TOTAL	26.95	28.25	28.25	28.25

BUDGET DETAIL EXPENSES

557-1106	Water System			FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	REQUEST	RECOM.	APPROVAL
		2004-05	2005-06	2006-07	2007-08	2007-08	2007-08
531.01-00	Regular Salaries	836,225	915,045	1,271,572	1,359,858	1,405,433	1,405,433
531.03-00	Extra Help	23,505	17,390	0	52,103	0	0
531.04-01	Regular Overtime	63,242	98,560	66,217	72,991	72,991	72,991
531.04-04	Call Back Time Worked	3,917	7,599	6,200	7,178	7,178	7,178
531.10-01	Holiday Pay	1,374	150	941	0	0	0
531.10-02	Unused Sick Leave	1,082	1,376	876	876	876	876
531.10-05	Retirement PERS	58,255	112,587	175,060	246,296	245,147	245,147
531.10-06	Social Security-OASDI	57,808	64,246	84,632	96,563	96,158	96,158
531.10-07	Social Security-Medicare	13,878	15,302	19,855	22,666	22,571	22,571
531.10-08	State Unemployment	343	360	4,193	4,193	4,193	4,193
531.10-09	Long Term Disability	2,716	2,705	1,956	0	0	0
531.10-10	Group Health Insurance	222,787	286,027	353,757	0	0	0
531.10-11	Group Life Insurance	2,735	3,409	2,833	0	0	0
531.10-12	Workers Compensation	38,652	28,762	25,348	24,709	25,102	25,102
531.10-15	Vision Plan	6,090	6,970	8,661	0	0	0
531.10-16	Dental Plan	30,274	31,899	42,396	0	0	0
531.10-17	Stand By Pay	35,105	36,501	44,504	45,773	45,773	45,773
531.10-18	Management Physicals	0	0	298	298	298	298
531.10-20	Earned Benefit	11,402	6,251	3,293	18,346	18,346	18,346
531.10-23	Uniform Cleaning	6,752	7,268	7,154	7,309	7,309	7,309
531.10-26	Call Back - Non Worked	72	466	75	75	75	75
531.10-27	PTS Plan FICA Alternative	311	248	0	0	0	0
531.10-32	Cash Back-Biweekly Allow	0	0	0	242	242	242
531.10-33	Core Allowance	0	0	0	388,664	323,235	323,235
Personnel Services		1,416,525	1,643,121	2,119,821	2,348,140	2,274,927	2,274,927
532.11-00	Utilities	1,067,730	1,080,357	1,383,185	1,489,506	1,489,506	1,489,506
532.12-00	Telephone	9,340	10,642	11,346	11,361	11,361	11,361
532.13-00	Postage	30,809	33,357	37,384	37,618	37,618	37,618
532.14-00	Advertising	1,861	6,853	1,800	8,000	8,000	8,000
532.16-00	Printing	12,438	14,551	16,689	16,105	16,105	16,105
532.17-00	Professional Services	294,975	200,534	450,000	555,770	555,770	555,770
532.18-00	Travel and Meetings	3,013	3,758	3,900	5,900	5,900	5,900
532.20-00	Training Expense	7,589	11,443	14,460	11,840	11,840	11,840
532.21-00	Rents/Leases	91	160	6,886	2,671	2,671	2,671
532.23-00	Vehicle Operations/Maint	155,450	187,636	172,482	205,123	205,123	205,123
532.24-00	Memberships, Subscription	2,159	2,979	4,313	4,693	4,693	4,693
532.25-00	Maintenance Matls & Svcs	496,698	570,752	637,021	646,082	646,082	646,082
532.26-00	Other Equipment O & M	3,358	7,293	21,105	12,980	12,980	12,980
532.27-00	Small Tools	5,036	2,231	4,487	2,959	2,959	2,959
532.28-00	Safety Supplies	5,000	8,084	6,199	6,974	6,974	6,974
532.29-00	Other Materials Supplies	18,376	23,760	25,000	28,000	28,000	28,000
532.30-01	Dept Share of Insurance	51,146	90,981	43,525	43,267	43,267	43,267
532.32-00	Vehicle Replacement Fee	119,470	184,802	178,861	177,478	177,478	177,478
532.34-00	Contingency Reserve	0	0	50,000	50,000	50,000	50,000
532.38-00	Support Services	188,806	212,958	288,994	42,642	30,073	30,073
532.45-00	Facilities Maint Charge	17,474	26,113	31,378	33,818	29,151	29,151
532.46-00	Computer Replacement Chrg	4,677	6,134	14,189	16,851	16,851	16,851
Supplies and Services		2,495,496	2,685,378	3,403,204	3,409,638	3,392,402	3,392,402
533.43-00	Machinery/Equipment	547,740	179,401	623,554	413,722	388,722	388,722
Property		547,740	179,401	623,554	413,722	388,722	388,722
534.91-01	Adm Exp-City Manager	77,021	89,868	70,124	91,069	68,580	68,580
534.91-02	Adm Exp-City Attorney	18,584	46,146	57,941	50,823	37,541	37,541
534.91-09	Adm Exp-Finance	209,610	236,798	258,436	304,119	227,658	227,658
534.91-10	Adm Exp-Purchasing	29,017	30,442	30,732	35,089	27,072	27,072
534.91-11	Adm Exp-Public Works	107,552	205,352	167,512	149,207	80,707	80,707

BUDGET DETAIL EXPENSES

557-1106 Water System							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
534.91-16	Adm Exp-City Council	27,020	27,575	23,140	36,320	25,317	25,317
	Administrative	468,804	636,181	607,885	666,627	466,875	466,875
535.92-01	Interdept DSC-General Fnd	148,857	177,627	185,610	199,918	231,218	231,218
535.92-17	Interdept DSC-Develop Svc	194,510	205,244	218,964	233,726	267,238	267,238
535.92-22	Interdept DSC-Streets	110,354	116,568	127,009	3,183	3,183	3,183
535.92-29	Interdept DSC-Pub Works	73,463	36,048	137,749	196,464	196,464	196,464
535.92-53	Interdept DSC-Wastewater	126,478	108,547	129,016	138,031	138,031	138,031
535.92-67	Interdept DSC-Liability	50,000	75,000	62,500	75,000	75,000	75,000
535.92-72	Interdept DSC-Supprrt Sr	392	639	578	627	627	627
	Interdepartmental	704,054	719,673	861,426	846,949	911,761	911,761
637.65-00	Capital Imp. Projects	2,243,449	1,281,700	839,703	560,268	560,268	560,268
	Capital Outlay	2,243,449	1,281,700	839,703	560,268	560,268	560,268
706.71-01	Principal-Bond Payment	0	0	326,750	300,000	300,000	300,000
706.72-01	Interest Bond Payment	492,945	416,462	537,824	400,263	400,263	400,263
706.73-01	Agent Fees-Bond Payment	2,435	4,031	16,094	4,000	4,000	4,000
	Debt Services	495,380	420,493	880,668	704,263	704,263	704,263
908.93-19	Trsf-Maint Districts(019)	0	37	37	37	0	0
	Other	0	37	37	37	0	0
918.93-20	Trsf-Downtown Maint (120)	0	0	0	0	37	37
	Other	0	0	0	0	37	37
**	Water System	8,371,448	7,565,984	9,336,298	8,949,644	8,699,255	8,699,255

## **WATER SYSTEM**

- 11-00 Electrical service at water well sites and share of Corporation Yard utilities
- 12-00 Includes office and cellular telephones
- 14-00 Water Conservation advertising, and publishing mandated Water Quality Notification in the FOCUS magazine
- 16-00 Public notification of water quality violations, share of utility billings, water conservation citations, and translation services
- 17-00 Share of annual financial audit, self-contained breathing apparatus physicals, DMV physicals; state fees, telemetry service agreement, contract testing, and State Department of Health Services ELAP certification
- 21-00 Copier machine maintenance agreement and security alarm at well sites.
- 24-00 Underground Service Alert membership (USA), Mid-Valley Water Association, certifications/accreditations, and Northern California Backflow Association
- 25-00 Maintenance supplies such as PVC pipe, paint, fuses, grease, fire hydrant supplies, couplings, stops (meter, corporation and curb), displacement meters, meter boxes, chlorination supplies, excavation and backfill materials, and parts for automated meter equipment and irrigation
- 26-00 Maintenance for mobile radios, tools, and replacement of motor bearings
- 29-00 Miscellaneous laboratory supplies for various water tests in accordance with State Department of Health Services
- 34-00 Contingency reserve for emergency operations





**2004 WATER REVENUE BOND**  
**FUND NO. 456**  
**ACCOUNT NO. 1158**

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***PROGRAM***

2004 Water Revenue Bond proceeds to be used to fund capital projects for the purpose of improving the Water System, including looping mains, construction and/or improvement of wells, updating water service connections and other capital improvements to the system.



BUDGET DETAIL EXPENSES

456-1158	2004 Water Revenue Bond	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
ACCT. NO.	ACCOUNT DESCRIPTION						
637.65-00	Capital Imp. Projects	794,096	3,378,966	5,276,256	3,902,256	3,894,821	3,894,821
	Capital Outlay	794,096	3,378,966	5,276,256	3,902,256	3,894,821	3,894,821
**	2004 Water Revenue Bond	794,096	3,378,966	5,276,256	3,902,256	3,894,821	3,894,821



**WASTEWATER/SEWER SYSTEM**  
**FUND NO. 553**  
**ACCOUNT NO. 1107**

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**DESCRIPTION**

The Wastewater/Sewer System Division maintains the sanitary sewer system consisting of at least 425 miles of sewer collection pipeline and related equipment.

**MISSION**

To provide dependable and continuous service that meets our customer's expectations.

**GOALS**

- ◇ Ensure completion of our annual comprehensive sewer line inspection, repair, and preventive maintenance program elements.
- ◇ Continue to explore the feasibility of implementing new procedures and technologies to enhance the efficiency and productivity of the division that will provide the highest level of customer service.
- ◇ Comply with Sewer System Management Plan (SSMP), as required by the State of California.

**OBJECTIVES**

**PERFORMANCE  
MEASUREMENTS/INDICATORS**

- |   |   |
|---|---|
| 1. Continue Sewer Main Inspection Program to identify deteriorating conditions.   | Video-tape a minimum of 50-miles of mains, to be completed by June 2008.<br>On-going, annual program. |
| 2. Ensure new sewer and storm drain line construction meets city design standards and provide a benchmark for future line condition comparison. | Video tape all new sewer and storm drain line construction.<br>Ongoing program.                       |

- |  |  |
|--|--|
| 3. Continue to protect the environment and general public against sewage backups/spills. | <p>Creation of spill response program will be completed by third party contractor.</p> <p>Search for effective methods or techniques to prevent sewage backups into new and existing homes, and provide staff training for the same.</p> <p>Continue sewer line flushing to include tree root cutting, and flush all restaurant trunk lines biweekly. Ongoing program.</p> |
| 4. Meet SSMP sewer system overflow reporting requirements.                               | <p>Establish an electronic reporting account with the State by September 2, 2007, and meet reporting requirements.</p>   |
| 5. Submit SSMP to the State of California.   | <p>Meet SSMP submittal date of November 2, 2007.</p>   |

***2007-2008 BUDGET HIGHLIGHTS***

Rates approved in FY 07 will provide a stable funding source for the next five years.

Two temporary positions have been requested to provide critical maintenance to sewer collection and storm drain systems.

Sewer System Management Plan (SSMP) must be submitted to the State of California by November 2, 2007. The SSMP will require more stringent maintenance practices and spill reporting procedures.







BUDGET DETAIL EXPENSES

553-1107	Wastewater/Sewers						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
531.01-00	Regular Salaries	390,935	491,045	576,307	606,332	599,425	599,425
531.03-00	Extra Help	4,365	3,749	17,386	28,762	28,762	28,762
531.04-01	Regular Overtime	52,555	53,055	64,095	74,746	74,746	74,746
531.04-04	Call Back Time Worked	970	4,084	3,951	4,425	4,425	4,425
531.10-01	Holiday Pay	888	0	1,011	337	337	337
531.10-02	Unused Sick Leave	552	313	2,334	2,797	2,797	2,797
531.10-05	Retirement PERS	27,241	60,968	79,343	105,727	104,511	104,511
531.10-06	Social Security-OASDI	28,852	34,846	40,989	46,249	45,821	45,821
531.10-07	Social Security-Medicare	6,813	8,204	9,899	11,333	11,233	11,233
531.10-08	State Unemployment	165	180	2,093	2,093	2,093	2,093
531.10-09	Long Term Disability	1,248	1,321	1,042	0	0	0
531.10-10	Group Health Insurance	98,784	131,726	139,255	0	0	0
531.10-11	Group Life Insurance	1,245	1,675	1,290	0	0	0
531.10-12	Workers Compensation	6,953	8,391	10,925	12,240	12,435	12,435
531.10-15	Vision Plan	2,932	3,492	4,161	0	0	0
531.10-16	Dental Plan	14,505	14,634	18,168	0	0	0
531.10-17	Stand By Pay	13,785	18,810	21,555	21,773	21,773	21,773
531.10-18	Management Physicals	0	0	282	142	142	142
531.10-20	Earned Benefit	5,494	4,610	2,634	35,544	35,544	35,544
531.10-21	Bilingual Pay Program	481	579	600	0	0	0
531.10-23	Uniform Cleaning	3,691	3,912	3,494	4,165	4,165	4,165
531.10-27	PTS Plan FICA Alternative	57	49	226	374	374	374
531.10-33	Core Allowance	0	0	0	195,508	162,596	162,596
Personnel Services		662,511	845,643	1,001,040	1,152,547	1,111,179	1,111,179
532.11-00	Utilities	5,371	5,669	5,839	6,579	6,579	6,579
532.12-00	Telephone	1,744	2,173	2,612	4,930	4,930	4,930
532.13-00	Postage	24,660	27,123	29,197	29,400	29,400	29,400
532.16-00	Printing	9,938	10,876	13,134	11,200	11,200	11,200
532.17-00	Professional Services	9,535	7,492	83,706	88,502	88,502	88,502
532.18-00	Travel and Meetings	211	332	500	5,630	5,630	5,630
532.20-00	Training Expense	3,158	3,591	3,320	4,730	4,730	4,730
532.21-00	Rents/Leases	91	160	271	271	271	271
532.23-00	Vehicle Operations/Maint	76,103	80,132	80,834	102,233	102,233	102,233
532.24-00	Memberships, Subscription	947	2,536	2,258	2,668	2,668	2,668
532.25-00	Maintenance Matls & Svcs	23,353	30,493	53,573	68,102	68,102	68,102
532.26-00	Other Equipment O & M	1,542	1,054	3,566	8,753	8,753	8,753
532.27-00	Small Tools	421	491	980	2,595	2,595	2,595
532.28-00	Safety Supplies	3,339	3,849	6,460	13,620	13,620	13,620
532.30-01	Dept Share of Insurance	16,901	34,401	17,484	20,262	20,262	20,262
532.32-00	Vehicle Replacement Fee	73,208	72,030	74,420	64,757	64,757	64,757
532.34-00	Contingency Reserve	0	0	10,000	10,000	10,000	10,000
532.38-00	Support Services	64,905	78,645	109,160	119,808	83,380	83,380
532.45-00	Facilities Maint Charge	17,474	20,891	25,103	27,054	23,321	23,321
532.46-00	Computer Replacement Chrg	2,544	2,647	4,012	4,012	4,012	4,012
Supplies and Services		335,445	384,585	526,429	595,106	554,945	554,945
533.43-00	Machinery/Equipment	2,940	39,304	169,000	7,200	7,200	7,200
Property		2,940	39,304	169,000	7,200	7,200	7,200
534.91-01	Adm Exp-City Manager	26,518	33,291	24,944	32,734	31,238	31,238
534.91-02	Adm Exp-City Attorney	6,398	17,094	20,610	18,268	17,100	17,100
534.91-09	Adm Exp-Finance	72,168	87,721	91,928	109,315	103,697	103,697
534.91-10	Adm Exp-Purchasing	9,991	11,277	10,932	12,613	12,331	12,331
534.91-11	Adm Exp-Public Works	35,220	74,133	79,874	51,967	23,081	23,081
534.91-16	Adm Exp-City Council	9,303	10,215	8,231	13,055	11,532	11,532
Administrative		159,598	233,731	236,519	237,952	198,979	198,979

BUDGET DETAIL EXPENSES

553-1107 Wastewater/Sewers							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
535.92-01	Interdept DSC-General Fnd	14,808	17,075	15,539	8,631	39,931	39,931
535.92-17	Interdept DSC-Develop Svc	195,889	207,306	225,616	240,867	274,379	274,379
535.92-22	Interdept DSC-Streets	23,190	22,636	26,332	3,183	3,183	3,183
535.92-29	Interdept DSC-Pub Works	4,717	3,605	9,695	42,619	42,619	42,619
535.92-57	Interdept DSC-Water Sys	18,256	19,992	0	0	0	0
535.92-67	Interdept DSC-Liability	50,000	25,000	62,500	75,000	75,000	75,000
535.92-72	Interdept DSC-Supprt Sr	157	243	335	363	363	363
Interdepartmental		307,017	295,857	340,017	370,663	435,475	435,475
637.65-00	Capital Imp. Projects	118,937	738,230	421,858	258,609	258,609	258,609
Capital Outlay		118,937	738,230	421,858	258,609	258,609	258,609
706.71-01	Principal-Bond Payment	0	0	738,250	720,000	720,000	720,000
706.72-01	Interest Bond Payment	1,085,572	1,000,263	1,117,296	627,576	627,576	627,576
706.73-01	Agent Fees-Bond Payment	2,564	5,748	21,388	8,800	8,800	8,800
Debt Services		1,088,136	1,006,011	1,876,934	1,356,376	1,356,376	1,356,376
**	Wastewater/Sewers	2,674,584	3,543,361	4,571,797	3,978,453	3,922,763	3,922,763

## **WASTEWATER/SEWER SYSTEM**

- 12-00 Includes office and cellular telephones
- 13-00 Includes a portion of utility billings postage
- 16-00 Printing of vehicle safety checklists, utility billings, and public information materials
- 17-00 Department of Motor Vehicles Class B driver's license physicals, self-contained breathing apparatus physicals, GIS infrastructure maintenance, and utility billing mailing service
- 20-00 California Water Environmental Association (CWEA) training for employees
- 24-00 CWEA memberships, California Water Pollution Control Association (CWPCA), CWPCA Northern San Joaquin Section, American Society of Certified Engineers(ASCE), share of underground utility locating service, and certification renewals and testing fees
- 25-00 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
- 26-00 Maintenance on mobile radios



**2004 SEWER REVENUE BOND**  
**FUND NO. 457**  
**ACCOUNT NO. 1159**

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***PROGRAM***

Fund to account for 2004 Sewer Revenue Bond proceeds to be used to fund capital projects for the purpose of improving the Sewer System, including sewer main replacement, construction of sludge drying beds and other capital improvements to the system.



BUDGET DETAIL EXPENSES

457-1159	2004 Sewer Revenue Bond	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
ACCT. NO.	ACCOUNT DESCRIPTION						
637.65-00	Capital Imp. Projects	242,178	809,170	11,164,708	8,984,336	8,984,336	8,984,336
	Capital Outlay	242,178	809,170	11,164,708	8,984,336	8,984,336	8,984,336
**	2004 Sewer Revenue Bond	242,178	809,170	11,164,708	8,984,336	8,984,336	8,984,336





# **STORM DRAINS**

**FUND NO. 558**

**ACCOUNT NO. 1114**

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## ***DESCRIPTION***

The Storm Drain Division is responsible for the maintenance and operation of storm drainage collection system, including 50 pump stations, basins, and associated storm inlets and lines.

## ***MISSION***

The Division ensures that storm drain facilities function properly to protect the community and environment.

## ***GOALS***

- ◇ Ensure our comprehensive storm drain inspection, repair, and preventive maintenance program is maintained in accordance with program 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.

## ***OBJECTIVES***

## ***PERFORMANCE MEASUREMENTS/INDICATORS***

- |  |  |
|--|--|
| 1. Hydro-flush and clean storm drain system as identified by the inspection program.   | Clean & flush 50% of storm-drain system by November 1, 2007 and the remaining 50% before June 2008. Annual, on-going program.<br><br>Televise storm drain lines to identify problems, using new, large line capable television camera. |
| 2. Clean all storm drain catch basins.   | To be completed by June 2008.  |
| 3. Ensure weed control is maintained surrounding all storm drain sites, including retention basins, drainage ditches, roads, and pump sites. | Excessive growth to be removed before becoming a fire hazard. On going effort throughout the year.   |
| 4. Maintain storm water system pumps and valves in an appropriate state of readiness.  | Continue on-going preventative maintenance program.  |

## **STORM DRAINS**

- |   |   |
|---|---|
| 5. Implement control program for West Nile virus.   | Identify, monitor, and control areas that may become breeding sites by eliminating breeding conditions through a variety of methods, i.e. ensuring lagoons are pumped down, pesticide applications, etc. Ongoing. |
|   | Coordinate mosquito control efforts with those of Merced Mosquito Abatement District.   |
| 6. Implement NPDES Storm Water permit   | Track program success through the use of Performance Indicators contained within the NPDES program.   |
| 6. Install two wireless communication devices to storm pump controllers connecting them to the SCADA paging system. | Annual program continuing until system is completed.  |

### ***2007-2008 BUDGET HIGHLIGHTS***

The new NPDES (National Pollutant Discharge Elimination System) permit and its requirements have significant impacts on expenditures. The budget includes \$40,000 to implement the requirements contained within the permit.





BUDGET DETAIL EXPENSES

558-1114	Storm Drains						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
531.01-00	Regular Salaries	15,019	8,931	15,902	16,756	16,756	16,756
531.03-00	Extra Help	2,624	0	0	0	0	0
531.04-01	Regular Overtime	3,966	23	3,869	2,623	2,623	2,623
531.04-04	Call Back Time Worked	295	6	232	494	494	494
531.10-01	Holiday Pay	63	0	309	233	233	233
531.10-02	Unused Sick Leave	184	0	206	233	233	233
531.10-05	Retirement PERS	1,048	1,110	2,198	2,932	2,932	2,932
531.10-06	Social Security-OASDI	1,346	602	1,355	1,394	1,394	1,394
531.10-07	Social Security-Medicare	353	141	320	330	330	330
531.10-08	State Unemployment	4	4	188	38	38	38
531.10-09	Long Term Disability	128	112	43	0	0	0
531.10-10	Group Health Insurance	2,910	3,065	2,980	0	0	0
531.10-11	Group Life Insurance	43	36	33	0	0	0
531.10-12	Workers Compensation	320	156	156	148	151	151
531.10-15	Vision Plan	80	73	80	0	0	0
531.10-16	Dental Plan	312	274	307	0	0	0
531.10-17	Stand By Pay	552	6	1,342	1,212	1,212	1,212
531.10-18	Management Physicals	0	0	37	37	37	37
531.10-20	Earned Benefit	1,505	728	0	932	932	932
531.10-27	PTS Plan FICA Alternative	34	0	0	0	0	0
531.10-33	Core Allowance	0	0	0	4,356	3,623	3,623
Personnel Services		30,786	15,267	29,557	31,718	30,988	30,988
532.11-00	Utilities	21,998	27,672	27,773	30,487	30,487	30,487
532.12-00	Telephone	1,398	1,341	1,639	1,639	1,639	1,639
532.13-00	Postage	148	0	5,920	6,560	6,560	6,560
532.16-00	Printing	0	0	2,500	2,500	2,500	2,500
532.17-00	Professional Services	21,530	38,489	120,590	135,590	135,590	135,590
532.18-00	Travel and Meetings	783	0	652	1,052	1,052	1,052
532.20-00	Training Expense	1,600	0	600	750	750	750
532.21-00	Rents/Leases	1,171	1,600	1,711	1,711	1,711	1,711
532.23-00	Vehicle Operations/Maint	13,406	15,947	13,124	30,051	30,051	30,051
532.25-00	Maintenance Matls & Svcs	35,565	43,452	33,407	39,854	39,854	39,854
532.26-00	Other Equipment O & M	144	144	144	144	144	144
532.27-00	Small Tools	472	600	775	1,650	1,650	1,650
532.28-00	Safety Supplies	894	0	1,926	2,646	2,646	2,646
532.30-01	Dept Share of Insurance	3,649	5,977	2,283	5,101	5,101	5,101
532.32-00	Vehicle Replacement Fee	19,963	22,416	17,788	22,398	22,398	22,398
532.38-00	Support Services	8,892	10,347	10,457	51,594	37,641	37,641
Supplies and Services		131,613	167,985	241,289	333,727	319,774	319,774
533.43-00	Machinery/Equipment	161	1,700	0	40,000	21,500	21,500
Property		161	1,700	0	40,000	21,500	21,500
534.91-01	Adm Exp-City Manager	11,003	12,871	9,747	12,980	15,531	15,531
534.91-02	Adm Exp-City Attorney	2,655	6,609	8,054	7,244	8,502	8,502
534.91-09	Adm Exp-Finance	29,943	33,915	35,923	43,348	51,558	51,558
534.91-10	Adm Exp-Purchasing	4,145	4,360	4,272	5,001	6,131	6,131
534.91-11	Adm Exp-Public Works	3,744	7,037	9,274	3,214	22,062	22,062
534.91-16	Adm Exp-City Council	3,860	3,949	3,217	5,177	5,734	5,734
Administrative		55,350	68,741	70,487	76,964	109,518	109,518
535.92-01	Interdept DSC-General Fnd	0	0	0	1,852	1,852	1,852
535.92-29	Interdept DSC-Pub Works	183	0	1,223	1,337	1,337	1,337
535.92-53	Interdept DSC-Wastewater	4,261	4,695	4,851	2,734	2,734	2,734
Interdepartmental		4,444	4,695	6,074	5,923	5,923	5,923
637.65-00	Capital Imp. Projects	622,827	238,149	708,986	186,888	186,888	186,888
Capital Outlay		622,827	238,149	708,986	186,888	186,888	186,888
**	Storm Drains	845,181	496,537	1,056,393	675,220	674,591	674,591

## **STORM DRAINS**

- 11-00 Electrical service charges for storm drain pumps
- 12-00 Includes high water/power failure alarm lines (other than maintenance districts) and base radio
- 17-00 MID stream clearing, and lateral maintenance, mandated metals testing, oil/grease sampling, NPDES permit and weed abatement at various storm pump locations
- 21-00 High water/power failure alarm circuits (outside maintenance districts), and copier maintenance agreement
- 25-00 Breakers, portable generator, weed abatement at storm basins, conduit, contactors and points, fuses, sandbags, hardware, connectors and other parts and supplies
- 26-00 Mobile radios, motor bearings, and motor and pump overhauls

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

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

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**DESCRIPTION**

The Wastewater Treatment Plant provides treatment of all wastewater discharged through the sewer collection system.

**MISSION**

Protect the public health, the environment, and the waters of the State of California by providing appropriate wastewater treatment processes to all wastewater collected, while monitoring and ensuring water discharged meets or exceeds State and Federal requirements.

**GOALS**

- ◇ Operate and maintain the City of Merced's Wastewater Treatment Plant in a reliable, safe, productive, and cost-efficient manner.
- ◇ Maintain compliance with State Water Resources Control Board National Pollutant Discharge Elimination System (NPDES) permit requirements.
- ◇ Promote safety in the workplace through increased employee involvement, as well as taking full advantage of the industry's educational and technical programs, which are in compliance with Cal- OSHA and Fed- OSHA.

**OBJECTIVES**

**PERFORMANCE  
MEASUREMENTS/INDICATORS**

- |   |   |
|---|---|
| 1. Continue to meet the requirements of the NPDES permit number CA0079219.  | Maintain full compliance of the NPDES permit. Perform project modifications as agreed with the Regional Water Quality Control Board (RWQCB).<br><br>Continue with weekly plant operational updates. |
| 2. Continue to work closely with ECO:LOGIC Engineering on Phase 4 pre-design criteria for future expansion of the Wastewater Treatment Facility | Pre-design criteria completed in FY 05. Design development is expected to be complete in FY 08.   |

## **WASTEWATER TREATMENT PLANT**

- |  |  |
|--|--|
| 3. Continue with weed abatement in effluent channel.   | Ongoing project.   |
| 4. Update the Standard Operating Procedures (SOP), as new testing methods are developed and promulgated.   | Updates to the SOP will be made as required. Ongoing.  |
| 5. Continue ongoing discussions with the staff of the RWQCB regarding the plant expansion to assure design criteria will comply with any revisions to the City's NPDES permit. | Continue ongoing meetings with RWQCB staff to discuss design criteria and possible new process requirements. |

### ***2007/2008 BUDGET HIGHLIGHTS***

Rates approved in FY 07 will provide a stable funding source for the next five years.







BUDGET DETAIL EXPENSES

553-1108	Wastewater Treatmnt Plant			FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	BUDGET 2006-07	REQUEST 2007-08	RECOM. 2007-08	APPROVAL 2007-08
531.01-00	Regular Salaries	625,361	665,359	1,044,499	1,109,005	1,109,005	1,109,005
531.03-00	Extra Help	42,376	54,741	53,933	53,933	53,933	53,933
531.04-01	Regular Overtime	18,672	21,527	27,408	37,065	37,065	37,065
531.04-04	Call Back Time Worked	4,359	5,003	5,198	5,198	5,198	5,198
531.10-01	Holiday Pay	6,756	5,351	9,381	9,381	9,381	9,381
531.10-02	Unused Sick Leave	1,621	0	3,875	3,875	3,875	3,875
531.10-05	Retirement PERS	43,084	83,219	139,275	187,934	187,934	187,934
531.10-06	Social Security-OASDI	41,604	47,028	71,274	81,492	81,492	81,492
531.10-07	Social Security-Medicare	10,344	11,817	17,566	20,003	20,003	20,003
531.10-08	State Unemployment	204	250	2,940	2,790	2,790	2,790
531.10-09	Long Term Disability	3,154	2,845	1,849	0	0	0
531.10-10	Group Health Insurance	140,966	210,671	217,062	0	0	0
531.10-11	Group Life Insurance	1,835	2,390	2,191	0	0	0
531.10-12	Workers Compensation	9,679	13,168	23,173	33,573	33,833	33,833
531.10-15	Vision Plan	3,891	5,143	5,977	0	0	0
531.10-16	Dental Plan	19,368	21,833	26,922	0	0	0
531.10-17	Stand By Pay	38,929	51,324	37,524	45,478	45,478	45,478
531.10-18	Management Physicals	0	0	796	866	866	866
531.10-20	Earned Benefit	13,102	24,571	33,531	103,824	103,824	103,824
531.10-21	Bilingual Pay Program	481	602	600	0	0	0
531.10-23	Uniform Cleaning	5,453	5,314	7,486	7,769	7,769	7,769
531.10-26	Call Back - Non Worked	1,729	796	1,900	1,900	1,900	1,900
531.10-27	PTS Plan FICA Alternative	551	720	701	701	701	701
531.10-32	Cash Back-Biweekly Allow	0	0	0	509	509	509
531.10-33	Core Allowance	0	0	0	257,831	214,427	214,427
Personnel Services		1,033,519	1,233,672	1,735,061	1,963,127	1,919,983	1,919,983
532.11-00	Utilities	517,482	574,871	630,968	706,808	706,808	706,808
532.12-00	Telephone	15,357	16,999	15,941	16,877	16,877	16,877
532.13-00	Postage	406	407	855	960	960	960
532.15-00	Office Supplies	0	52	0	0	0	0
532.16-00	Printing	184	407	616	616	616	616
532.17-00	Professional Services	403,357	261,600	760,026	752,233	752,233	752,233
532.18-00	Travel and Meetings	1,416	1,003	2,500	4,400	4,400	4,400
532.20-00	Training Expense	4,912	6,833	11,570	9,670	9,670	9,670
532.21-00	Rents/Leases	4,440	4,680	13,800	14,340	14,340	14,340
532.23-00	Vehicle Operations/Maint	33,333	36,622	41,351	42,572	42,572	42,572
532.24-00	Memberships, Subscription	3,250	4,275	7,686	9,811	9,811	9,811
532.25-00	Maintenance Matls & Svcs	76,632	92,258	154,574	152,924	152,924	152,924
532.26-00	Other Equipment O & M	150,644	185,706	289,438	437,018	375,000	375,000
532.27-00	Small Tools	1,175	1,497	1,500	1,500	1,500	1,500
532.28-00	Safety Supplies	4,071	1,611	4,600	6,500	6,500	6,500
532.29-00	Other Materials Supplies	485,863	501,412	709,648	710,648	650,000	650,000
532.30-01	Dept Share of Insurance	37,826	65,516	33,572	38,222	38,222	38,222
532.32-00	Vehicle Replacement Fee	50,979	59,383	63,572	60,914	60,914	60,914
532.34-00	Contingency Reserve	0	0	60,000	60,000	60,000	60,000
532.38-00	Support Services	123,361	155,197	196,235	214,907	149,921	149,921
532.45-00	Facilities Maint Charge	57,949	79,919	73,899	74,383	64,611	64,611
532.46-00	Computer Replacement Chrg	4,532	12,666	14,169	15,861	15,861	15,861
Supplies and Services		1,977,169	2,062,914	3,086,520	3,331,164	3,133,740	3,133,740
533.43-00	Machinery/Equipment	14,363-	40,069	27,000	0	0	0
Property		14,363-	40,069	27,000	0	0	0
534.91-01	Adm Exp-City Manager	40,476	48,523	36,089	48,875	47,413	47,413
534.91-02	Adm Exp-City Attorney	9,766	24,916	29,819	27,275	25,954	25,954
534.91-09	Adm Exp-Finance	110,153	127,856	133,002	163,214	157,392	157,392

BUDGET DETAIL EXPENSES

553-1108 Wastewater Treatmnt Plant							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
534.91-10	Adm Exp-Purchasing	15,249	16,437	15,816	18,832	18,716	18,716
534.91-11	Adm Exp-Public Works	74,776	142,666	71,360	100,236	97,219	97,219
534.91-16	Adm Exp-City Council	14,199	14,889	11,909	19,492	17,503	17,503
Administrative		264,619	375,287	297,995	377,924	364,197	364,197
535.92-01	Interdept DSC-General Fnd	0	0	0	2,316	2,316	2,316
535.92-29	Interdept DSC-Pub Works	51,424	60,124	78,989	84,535	84,535	84,535
535.92-53	Interdept DSC-Wastewater	124,989	113,099	130,197	134,832	134,832	134,832
535.92-57	Interdept DSC-Water Sys	9,930	10,874	0	0	0	0
535.92-72	Interdept DSC-Supprt Sr	105	122	61	99	99	99
Interdepartmental		186,448	184,219	209,247	221,782	221,782	221,782
633.64-00	Depreciation Expense	281,787	277,436	0	0	0	0
Property		281,787	277,436	0	0	0	0
637.65-00	Capital Imp. Projects	61,574	124,773	109,390	93,709	93,709	93,709
Capital Outlay		61,574	124,773	109,390	93,709	93,709	93,709
**	Wastewater Treatmnt Plant	3,790,753	4,298,370	5,465,213	5,987,706	5,733,411	5,733,411

## **WASTEWATER TREATMENT PLANT**

- 11-00 Includes electrical service for the WWTP-building, lift stations, as well as pumps
- 12-00 Includes office telephones, fax machine, cellular phones, radio circuit telephone line, telemetry modem, and alarm lines for lift stations
- 16-00 Printing of state reports, record charts, laminated signs, labels, business cards, mandated public information materials, and developing of film
- 17-00 Acute and chronic bioassay testing, aerial spraying, annual financial audit, analysis & toxicity reduction evaluations, concrete riprap channel restoration, digester cleaning, disposals of chemical oxygen demand residue and COD residue; lab ELAP certification & accreditation; electrical infrared thermo inspection, miscellaneous laboratory contracted services, permits (air pollution fees, boiler, cogeneration system, County hazmat, County health permit to operate, EPA ID number fee for waste generation, NPDES [SWRCB/AFRS] for waste discharge, oil & grease sampling, SJVAPCD to operate portable generator, sludge monitoring & disposal, and SJVAPACD to operate diesel and Waukesha engines, State surcharge fee for UST); SCBA physical and parts, State certification of water, State sewer audit, soil samples, tank leak tests, telemetry service agreement, contract harvesting, tank leak and water suite testing and oil & grease sampling,
- 20-00 Tri-State Seminar & Workshop, Tech training for PLC & Pump maintenance, CWEA training and conferences
- 21-00 Alarm service for lift stations, Wastewater Treatment Plant, rental of crane, pagers, 21' forklift, and Praxair system
- 24-00 Water Environment Federation; operator, lab and mechanical technical certificate renewals; California Water Pollution Control Association, State and Northern San Joaquin Section, American Water Works Association, agricultural permit renewal, lab and WWTF reference books, and pesticide applicator certificate

**WASTEWATER TREATMENT PLANT (continued)**

- 25-00 Painting and plumbing supplies for treatment plant, pesticide, landfill disposal charges, and weed killer
- 26-0 Laboratory and lift stations equipment, HVAC maintenance, repairing, calibrating, & replacing instruments, miscellaneous components for CL<sub>2</sub>/SO<sub>2</sub> controls; mobile radios maintenance, diesel fuel, processing of recycled material for ditch reinforcement; plant supplies (such as chlorine and Z-break), and share of copier maintenance
- 29-0 Miscellaneous laboratory supplies & chemicals
- 34-00 Contingency reserve for emergency operations

# **ENVIRONMENTAL CONTROL**

**FUND NO. 553**

**ACCOUNT NO. 1109**

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## ***DESCRIPTION***

The Environmental Control Division provides the resources and programs necessary to adequately monitor and protect the quality of our community's water resources and environment, including both public drinking water, aquifer protection, and water discharged to the sanitary sewer or storm drain systems.

## ***MISSION***

To protect and safeguard human health and the environment, with a focus to coordinate and implement water and environmental pollution control programs as required by federal and state laws through City Ordinance, ensuring compliance by both the City of Merced and those dischargers regulated by the City.

## ***GOALS***

- ◇ Control the quality of industrial discharges to the wastewater collection and treatment systems through inspections, monitoring, and permitting.
- ◇ Ensure compliance with all applicable state and federal water quality discharge requirements for the Wastewater Treatment Plant and its customers.
- ◇ Monitor and evaluate drinking water quality by coordinating regulatory sampling, ensuring City compliance with all applicable state and federal regulations governing drinking water quality and municipal well construction and destruction.

## ***OBJECTIVES***

## ***PERFORMANCE MEASUREMENTS/INDICATORS***

- |  |   |
|--|---|
| 1. Coordinate Wastewater Treatment Plant toxicity compliance efforts.  | Continue to meet requirements of the Regional Water Quality Control Board issued to the Wastewater Treatment Facility.              |
| 2. Oversee sampling of City drinking water for California Code of Regulations (CCR) Title 22 Methyl-tert-Butyl-Ether (MtBE). Evaluate and report results to the Dept. of Health Services (DOHS). | Sample, review, report, and file results as required by the DOHS. Sampling frequency based on vulnerability of water supply source. |

## **ENVIRONMENTAL CONTROL**

- |  |   |
|--|---|
| <p>3. Implement Phase II Storm water regulations affecting the City of Merced, which will require a National Pollutant Discharge Elimination System (NPDES) permit. Collaboration with Storm Drains Division, Engineering Department, Merced Irrigation District, UC Merced, County of Merced, and other incorporated cities within Merced County.</p> | <p>Before-and-after comparison of storm water program quality will be a direct indicator of program success.</p>  |
| <p>4. Continue groundwater monitoring program, which generates data utilized in Merced Groundwater Management Plan. Program to include the Wastewater Treatment Plant sludge beds, land application, and wildlife areas.</p>   | <p>Ongoing quarterly sampling of groundwater monitoring wells and reports compilation are on schedule.</p>  |
| <p>5. Inspect and repair all groundwater-monitoring wells, preventing potential contaminant pathways to City drinking water supply sources.</p>  | <p>Ongoing maintenance and repair are accomplished during quarterly sampling of monitoring wells.</p>   |
| <p>6. Determine the level of regulated chemical and/or biological contaminants in the City's drinking water system.</p>  | <p>Obtain samples from specific drinking water sources and verify the level of contaminants by lab analyses, review and compile data, and report on schedule.</p>   |
| <p>7. Annual review of fees for services to assure adequate, accurate cost recovery.</p>   | <p>Submit monthly updates and an annual report on review findings.</p>  |
| <p>8. Operate EPA approved Industrial Pretreatment Program by monitoring, sampling, and permitting industrial dischargers. Providing inspection and enforcement of Municipal Code and Federal regulations 40CFR403.</p>  | <p>Review annual EPA Pretreatment Program Compliance and report any changes or corrections to the program. Complete quarterly industrial pretreatment reports to EPA, State, and Regional Boards on schedule. Ensure industry compliance to code and regulations.</p> |



## ***2007-2008 BUDGET HIGHLIGHTS***

Rates approved in FY 07 will provide a stable funding source for the next five years.



BUDGET DETAIL EXPENSES

553-1109	Environmental Control			FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	REQUEST	RECOM.	APPROVAL
		2004-05	2005-06	2006-07	2007-08	2007-08	2007-08
531.01-00	Regular Salaries	130,381	184,882	279,089	277,066	277,066	277,066
531.04-01	Regular Overtime	1,963	729	2,769	2,769	2,769	2,769
531.04-04	Call Back Time Worked	0	50	0	0	0	0
531.10-01	Holiday Pay	164	0	422	422	422	422
531.10-05	Retirement PERS	9,161	23,044	38,508	48,411	48,411	48,411
531.10-06	Social Security-OASDI	8,222	11,445	17,231	17,339	17,339	17,339
531.10-07	Social Security-Medicare	1,923	2,692	4,087	4,086	4,086	4,086
531.10-08	State Unemployment	39	54	690	690	690	690
531.10-09	Long Term Disability	472	807	465	0	0	0
531.10-10	Group Health Insurance	29,351	35,596	57,204	0	0	0
531.10-11	Group Life Insurance	339	518	587	0	0	0
531.10-12	Workers Compensation	5,883	11,788	10,605	3,967	4,030	4,030
531.10-15	Vision Plan	693	1,052	1,478	0	0	0
531.10-16	Dental Plan	3,099	4,485	6,802	0	0	0
531.10-18	Management Physicals	0	0	236	236	236	236
531.10-20	Earned Benefit	0	1,261	1,266	1,266	1,266	1,266
531.10-23	Uniform Cleaning	726	875	1,400	1,263	1,263	1,263
531.10-33	Core Allowance	0	0	0	79,792	66,360	66,360
	Personnel Services	192,416	279,278	422,839	437,307	423,938	423,938
532.11-00	Utilities	4,888	5,882	5,408	6,470	6,470	6,470
532.12-00	Telephone	2,159	2,759	4,331	5,488	5,488	5,488
532.13-00	Postage	156	173	299	182	182	182
532.14-00	Advertising	0	0	175	175	175	175
532.16-00	Printing	229	61	2,160	2,160	2,160	2,160
532.17-00	Professional Services	18,070	11,068	63,436	70,102	70,102	70,102
532.18-00	Travel and Meetings	1,508	2,722	2,535	4,104	4,104	4,104
532.20-00	Training Expense	1,371	1,434	4,300	5,460	5,460	5,460
532.21-00	Rents/Leases	192	192	682	682	682	682
532.23-00	Vehicle Operations/Maint	5,870	4,208	7,703	20,411	20,411	20,411
532.24-00	Memberships, Subscription	1,045	880	3,186	4,461	4,461	4,461
532.26-00	Other Equipment O & M	436	536	6,625	2,675	2,675	2,675
532.27-00	Small Tools	27	0	100	75	75	75
532.28-00	Safety Supplies	806	471	825	625	625	625
532.29-00	Other Materials Supplies	10,451	8,957	11,585	11,585	11,585	11,585
532.30-01	Dept Share of Insurance	4,054	12,661	4,667	8,188	8,188	8,188
532.32-00	Vehicle Replacement Fee	8,232	11,224	13,104	12,422	12,422	12,422
532.38-00	Support Services	21,154	28,648	39,352	38,887	25,843	25,843
532.45-00	Facilities Maint Charge	8,106	9,723	21,081	20,826	18,129	18,129
532.46-00	Computer Replacement Chrg	2,509	2,415	2,427	2,427	2,427	2,427
	Supplies and Services	91,263	104,014	193,981	217,405	201,664	201,664
533.43-00	Machinery/Equipment	0	19,459	0	17,000	17,000	17,000
	Property	0	19,459	0	17,000	17,000	17,000
534.91-01	Adm Exp-City Manager	14,765	17,461	13,662	18,242	16,756	16,756
534.91-02	Adm Exp-City Attorney	3,563	8,966	11,289	10,180	9,172	9,172
534.91-09	Adm Exp-Finance	40,182	46,009	50,352	60,917	55,624	55,624
534.91-10	Adm Exp-Purchasing	5,563	5,915	5,988	7,029	6,615	6,615
534.91-11	Adm Exp-Public Works	11,103	28,611	86,101	18,260	74,682	74,682
534.91-16	Adm Exp-City Council	5,180	5,358	4,508	7,275	6,186	6,186
	Administrative	80,356	112,320	171,900	121,903	169,035	169,035
535.92-29	Interdept DSC-Pub Works	59,748	0	0	36,351	36,351	36,351
	Interdepartmental	59,748	0	0	36,351	36,351	36,351
**	Environmental Control	423,783	515,071	788,720	829,966	847,988	847,988

## **ENVIRONMENTAL CONTROL**

- 14-00 Annual public notification notices for significant violators
- 16-00 Public education brochures, film developing, evidence security tape, and labels
- 17-00 NPDES pretreatment fee, compliance and sludge sampling
- 20-00 CWEA Industrial Hazardous Materials schooling and on-going training required to maintain certifications
- 24-00 CWEA certificate renewals, testing fees, and various memberships
- 29-00 Miscellaneous laboratory supplies

## **LAND APPLICATION**

**FUND NO. 553**

**ACCOUNT NO. 1115**

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### ***DESCRIPTION***

The Land Application System provides specialized wastewater treatment serving the City of Merced wastewater treatment facility and community. Sale of crops grown on the land application site offsets some operating costs.

### ***MISSION***

The Land Application program employs an environmentally acceptable means of spreading bio-solids through land application as a fertilizer enhancement, which enables the City to dispose of its waste in an economical and environmentally friendly fashion.

### ***GOALS***

- ◇ Ensure wastewater treatment plant biosolids are properly disposed of in accordance with all applicable federal, state, and local requirements.
- ◇ Identify crops that are compatible with bio-solids application that will produce the highest yield of tonnage to offset operating costs.

### ***OBJECTIVES***

### ***PERFORMANCE MEASUREMENTS/INDICATORS***

- |   |  |
|---|--|
| 1. Irrigate the 574 acres in the Land Application system, using effluent wastewater.                                  | Complete year round crop production utilizing crops that will successfully reduce the nitrogen levels in the soils produced from bio-solids application. |
| 2. Plant, harvest, and sell approximately 400 acres of crops. (Note: Not all 400-acres are planted at the same time.) | Harvest crops (wheat and oat hay) as they mature.  |
| 3. Perform weed abatement activities during the non-growing season for various Public Works Divisions.                | Collaborate with other public works division on maintaining weed abatement.  |

### ***2007-2008 BUDGET HIGHLIGHTS***

Concrete irrigation ditches for the Land Application system need rehabilitation or reconstruction. Repair costs are estimated at approximately \$441,000.

As of December 2006, treatment operations for Unilever ceased. Land Application program will now focus on the application of bio-solids generated at the WWTF, and the use of Title 22 water for irrigation. Funding for these operations will come from rate payers.

Rates approved in FY 07 will provide a stable funding source for the next five years.







BUDGET DETAIL EXPENSES

553-1115	Land Application			FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	REQUEST	RECOM.	APPROVAL
		2004-05	2005-06	2006-07	2007-08	2007-08	2007-08
531.01-00	Regular Salaries	108,921	123,811	136,192	137,941	137,941	137,941
531.03-00	Extra Help	0	0	0	35,981	35,981	35,981
531.04-01	Regular Overtime	4,379	1,423	1,651	825	825	825
531.10-01	Holiday Pay	53	0	221	221	221	221
531.10-05	Retirement PERS	7,656	15,352	18,721	24,078	24,078	24,078
531.10-06	Social Security-OASDI	7,102	8,733	8,348	8,587	8,587	8,587
531.10-07	Social Security-Medicare	1,661	2,055	2,000	2,555	2,555	2,555
531.10-08	State Unemployment	23	38	383	533	533	533
531.10-09	Long Term Disability	700	606	321	0	0	0
531.10-10	Group Health Insurance	19,373	34,243	34,556	0	0	0
531.10-11	Group Life Insurance	223	339	274	0	0	0
531.10-12	Workers Compensation	27,811	15,793	12,270	18,659	18,701	18,701
531.10-15	Vision Plan	413	745	819	0	0	0
531.10-16	Dental Plan	2,634	3,433	3,845	0	0	0
531.10-18	Management Physicals	0	0	88	88	88	88
531.10-20	Earned Benefit	2,023	15,258	1,037	1,100	1,100	1,100
531.10-23	Uniform Cleaning	665	564	742	857	857	857
531.10-27	PTS Plan FICA Alternative	0	0	0	468	468	468
531.10-33	Core Allowance	0	0	0	29,896	24,863	24,863
	Personnel Services	183,637	222,393	221,468	261,789	256,798	256,798
532.11-00	Utilities	40,632	19,767	34,372	20,506	20,506	20,506
532.12-00	Telephone	959	1,362	756	756	756	756
532.13-00	Postage	0	3	0	0	0	0
532.16-00	Printing	0	0	178	0	0	0
532.17-00	Professional Services	68,453	20,268	147,083	63,278	63,278	63,278
532.20-00	Training Expense	1,310	0	0	0	0	0
532.21-00	Rents/Leases	389	394	444	444	444	444
532.23-00	Vehicle Operations/Maint	21,743	22,733	16,430	23,997	23,997	23,997
532.25-00	Maintenance Matls & Svcs	10,960	18,530	18,628	41,232	41,232	41,232
532.26-00	Other Equipment O & M	12,860	16,701	72	72	72	72
532.27-00	Small Tools	138	335	400	200	200	200
532.28-00	Safety Supplies	71	117	350	350	350	350
532.29-00	Other Materials Supplies	6,358	30,674	58,176	31,217	31,217	31,217
532.30-01	Dept Share of Insurance	2,372	4,125	2,710	59,565	59,565	59,565
532.32-00	Vehicle Replacement Fee	43,346	54,402	56,108	58,216	58,216	58,216
532.38-00	Support Services	22,941	24,701	26,060	37,320	25,400	25,400
	Supplies and Services	232,532	214,112	361,767	337,153	325,233	325,233
534.91-01	Adm Exp-City Manager	5,564	7,776	4,209	4,950	5,067	5,067
534.91-02	Adm Exp-City Attorney	1,342	2,987	3,478	2,763	2,773	2,773
534.91-09	Adm Exp-Finance	15,141	9,157	15,512	16,532	16,819	16,819
534.91-10	Adm Exp-Purchasing	2,096	2,822	1,845	1,907	2,000	2,000
534.91-11	Adm Exp-Public Works	10,839	20,806	13,194	11,598	21,617	21,617
534.91-16	Adm Exp-City Council	1,952	615	1,389	1,974	1,870	1,870
	Administrative	36,934	44,163	39,627	39,724	50,146	50,146
535.92-29	Interdept DSC-Pub Works	694	880	1,031	1,106	1,106	1,106
535.92-53	Interdept DSC-Wastewater	140,320	134,214	144,877	151,342	151,342	151,342
535.92-57	Interdept DSC-Water Sys	2,375	2,600	0	0	0	0
	Interdepartmental	143,389	137,694	145,908	152,448	152,448	152,448
637.65-00	Capital Imp. Projects	37,498	337	0	0	0	0
	Capital Outlay	37,498	337	0	0	0	0
**	Land Application	633,990	618,699	768,770	791,114	784,625	784,625

## **LAND APPLICATION SYSTEM**

- 11-00 Includes electrical service for wetlands ponds, recirculation pumps, and Unileaver Best Foods pump station
- 12-00 Includes high water power failure alarm line for Unileaver Best Foods pump station, sewer lift station, and share of office telephone service
- 17-00 Aerial spraying, contract laboratory service, sludge spreading, County permit fee (Ashby UST), discharge permit, groundwater samples, Groundwater Management Plan, and soil/water analyses
- 21-00 Southern Pacific railroad lease for pipeline, access to pump station, and high water power failure alarm service
- 24-00 CWEA Annual membership
- 25-00 Base rock, drip oil, insecticide sprays & foggers, painting supplies, miscellaneous parts, pistol grip nozzle, pump station oil, various weed killers, herbicides, and fertilizer
- 26-00 Annual rebuilding of lift station pumps, miscellaneous pump and motor parts, and maintenance of mobile radios

**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.



BUDGET DETAIL EXPENSES

550-1156 WWT Lines Component Dept							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
532.35-00	Developer Credit Expense	2,100	47,190-	0	0	0	0
	Supplies and Services	2,100	47,190-	0	0	0	0
637.65-00	Capital Imp. Projects	0	81,448	2,161,456	2,984,167	2,984,722	2,984,722
	Capital Outlay	0	81,448	2,161,456	2,984,167	2,984,722	2,984,722
**	WWT Lines Component Dept	2,100	34,258	2,161,456	2,984,167	2,984,722	2,984,722



**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 capacity of the Wastewater Treatment Plant required due to growth.

WWT Plant Component

EXPENSES		Actual 2004-05	Actual 2005-06	Final Budget 2006-07	Dept.Head Request 2007-08	City Mgr. Recom. 2007-08	Council Approval 2007-08
Personnel Expenses		0	0	0	0	0	0
Supplies and Services		0	11,424	25,000	25,000	25,000	25,000
Debt Service		0	0	0	0	0	0
Acquisitions		0	0	0	0	0	0
Capital Improvements		1,964,498	4,804,277	11,946,371	15,762,196	15,763,525	15,763,525
<b>TOTAL</b>		<b>1,964,498</b>	<b>4,815,701</b>	<b>11,971,371</b>	<b>15,787,196</b>	<b>15,788,525</b>	<b>15,788,525</b>
XX							
FINANCING SOURCES		Actual 2004-05	Actual 2005-06	Final Budget 2006-07	Estimated 2007-08		
Sewer Facility Fee		4,504,241	5,902,699	3,651,602	5,802,110		
Interest on Loans		3,248	2,896	3,091	531		
Investment Earnings		170,077	350,741	75,000	400,000		
Trsf-2004 Sewer Rev (457)		2,904,509	222,981	0	0		
WWT Plant Component-Ent F		0	0	8,241,678	9,585,884		
<b>TOTAL</b>		<b>7,582,075</b>	<b>6,479,317</b>	<b>11,971,371</b>	<b>15,788,525</b>		
XX							



BUDGET DETAIL EXPENSES

551-1157 WWT Plant Component							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
532.17-00	Professional Services	0	11,424	25,000	25,000	25,000	25,000
	Supplies and Services	0	11,424	25,000	25,000	25,000	25,000
637.65-00	Capital Imp. Projects	1,964,498	4,804,277	11,946,371	15,762,196	15,763,525	15,763,525
	Capital Outlay	1,964,498	4,804,277	11,946,371	15,762,196	15,763,525	15,763,525
**	WWT Plant Component	1,964,498	4,815,701	11,971,371	15,787,196	15,788,525	15,788,525



**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 2004-05	Actual 2005-06	Final Budget 2006-07	Dept. Head Request 2007-08	City Mgr. Recom. 2007-08	Council Approval 2007-08
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	0	4,955	120,526	131,578	131,578	131,578
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
TOTAL	0	4,955	120,526	131,578	131,578	131,578

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FINANCING SOURCES	Actual 2004-05	Actual 2005-06	Final Budget 2006-07	Estimated 2007-08
Interest on Loans	10	38	0	0
Investment Earnings	2,608	3,436	0	4,000
Repayment on Loan	756	652	112	393
Wastewater Revolv-Ent Fnd	3,374-	829	120,414	127,185
TOTAL	0	4,955	120,526	131,578

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BUDGET DETAIL EXPENSES

552-1110 Wastewater Revolving Fund							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
532.29-00	Other Materials Supplies	0	4,955	120,526	131,578	131,578	131,578
	Supplies and Services	0	4,955	120,526	131,578	131,578	131,578
**	Wastewater Revolving Fund	0	4,955	120,526	131,578	131,578	131,578

FUND NO. 552  
ACCOUNT NO. 1110

**WASTEWATER REVOLVING FUND**

29-00 Loans for connection of properties to sewer lines

## **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 residential, commercial, and industrial customers, as well as special programs such as Alley Cleanup, Spring Cleanup, and Tire Amnesty.

### ***MISSION***

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

### ***GOALS***

- ◇ Provide regular collection of residential, industrial, and commercial solid waste in the most efficient and cost-effective manner.

### ***OBJECTIVES***

### ***PERFORMANCE MEASUREMENTS/INDICATORS***

- |  |  |
|--|--|
| 1. Continue to monitor and adjust right-sizing of service routes to accommodate growth, as well as improve productivity.                                 | All routes will be continually audited during fiscal year, and adjustments implemented as necessary.   |
| 2. Complete preparations for 2008 Spring Cleanup program by March 2008 and make changes, if appropriate, based on tonnage and costs of the 2007 program. | Complete the program for a maximum of \$130 per ton disposed.<br><br>Report to City Council on experience of 2007 program, third year of drop-off program. |
| 3. Continue current Alley Cleanup and Tire Amnesty Programs.   | Track cost and tonnage of alley cleanup monthly and tire amnesty quarterly.  |
| 4. Expand Construction and Debris program to further enhance diversion percentage from the landfill.   | Continuing program, identify and include additional C&D generators in program.   |

## **REFUSE COLLECTION**

### ***2007-2008 BUDGET HIGHLIGHTS***

Refuse rates will be presented to Council for consideration in late 2007, to become effective January 1, 2008. Rate setting model will allow for more accurate prediction of growth related staff expansion.

Staff is requesting one permanent FTE position for the commercial, front-end loading route, based on the growth of this particular customer class.







BUDGET DETAIL EXPENSES

558-1112 Refuse Collections							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
531.01-00	Regular Salaries	747,725	840,040	994,062	1,117,284	1,077,385	1,077,385
531.03-00	Extra Help	46,906	3,752	17,971	0	0	0
531.04-01	Regular Overtime	186,035	220,550	162,450	194,940	194,940	194,940
531.04-04	Call Back Time Worked	399	1,312	65	964	964	964
531.10-01	Holiday Pay	22,451	24,655	32,750	35,869	35,869	35,869
531.10-02	Unused Sick Leave	879	233	2,877	932	932	932
531.10-05	Retirement PERS	52,961	102,086	135,218	192,919	185,974	185,974
531.10-06	Social Security-OASDI	57,084	63,801	74,211	85,339	82,865	82,865
531.10-07	Social Security-Medicare	14,148	14,976	17,814	20,186	19,607	19,607
531.10-08	State Unemployment	306	336	3,766	3,720	3,570	3,570
531.10-09	Long Term Disability	2,048	2,189	1,675	0	0	0
531.10-10	Group Health Insurance	202,516	248,783	303,317	0	0	0
531.10-11	Group Life Insurance	2,198	3,069	2,216	0	0	0
531.10-12	Workers Compensation	267,541	130,383	119,669	59,975	59,348	59,348
531.10-15	Vision Plan	5,437	6,517	7,744	0	0	0
531.10-16	Dental Plan	29,823	29,117	37,796	0	0	0
531.10-17	Stand By Pay	599	1,504	3,952	4,458	4,458	4,458
531.10-18	Management Physicals	0	0	168	168	168	168
531.10-20	Earned Benefit	4,614	6,912	24,865	21,935	21,935	21,935
531.10-21	Bilingual Pay Program	0	437	600	0	0	0
531.10-23	Uniform Cleaning	6,901	7,533	6,746	7,893	7,893	7,893
531.10-27	PTS Plan FICA Alternative	727	49	233	0	0	0
531.10-32	Cash Back-Biweekly Allow	0	0	0	63	63	63
531.10-33	Core Allowance	0	0	0	348,794	275,686	275,686
Personnel Services		1,651,298	1,708,234	1,950,165	2,095,439	1,971,657	1,971,657
532.11-00	Utilities	9,510	10,364	13,227	15,371	15,371	15,371
532.12-00	Telephone	6,813	6,673	6,509	7,325	7,325	7,325
532.13-00	Postage	25,745	30,825	40,432	40,655	40,655	40,655
532.14-00	Advertising	0	0	0	2,000	2,000	2,000
532.16-00	Printing	13,140	18,017	27,214	25,080	25,080	25,080
532.17-00	Professional Services	34,141	41,522	88,817	35,447	35,447	35,447
532.18-00	Travel and Meetings	271	451	789	1,084	1,084	1,084
532.20-00	Training Expense	350	746	500	500	500	500
532.21-00	Rents/Leases	1,725	160	10,111	7,021	7,021	7,021
532.23-00	Vehicle Operations/Maint	902,104	938,796	1,194,840	1,266,015	1,266,015	1,266,015
532.24-00	Memberships, Subscription	295	186	400	400	400	400
532.25-00	Maintenance Matls & Svcs	1,652,268	1,644,411	2,161,290	2,211,430	2,211,430	2,211,430
532.26-00	Other Equipment O & M	2,287	2,508	2,508	33,308	33,308	33,308
532.27-00	Small Tools	300	710	500	500	500	500
532.28-00	Safety Supplies	3,804	4,027	3,500	3,500	3,500	3,500
532.30-01	Dept Share of Insurance	46,687	75,837	35,443	10,361	10,361	10,361
532.32-00	Vehicle Replacement Fee	424,944	424,944	466,261	514,292	514,292	514,292
532.34-00	Contingency Reserve	0	0	15,000	30,000	15,000	15,000
532.38-00	Support Services	176,337	184,470	267,698	307,370	210,137	210,137
532.45-00	Facilities Maint Charge	17,474	26,113	28,240	30,436	26,236	26,236
532.46-00	Computer Replacement Chrg	1,554	2,528	2,533	2,533	2,533	2,533
Supplies and Services		3,319,749	3,413,288	4,365,812	4,544,628	4,428,195	4,428,195
533.43-00	Machinery/Equipment	84,043	165,397	184,850	106,400	106,400	106,400
Property		84,043	165,397	184,850	106,400	106,400	106,400
534.91-01	Adm Exp-City Manager	51,821	59,009	46,105	61,898	61,157	61,157
534.91-02	Adm Exp-City Attorney	12,504	30,300	38,095	34,543	33,478	33,478
534.91-09	Adm Exp-Finance	141,028	155,487	169,915	206,704	203,015	203,015
534.91-10	Adm Exp-Purchasing	19,523	19,989	20,205	23,850	24,142	24,142
534.91-11	Adm Exp-Public Works	97,984	194,073	90,888	134,862	171,347	171,347
534.91-16	Adm Exp-City Council	18,179	18,107	15,214	24,686	22,577	22,577
Administrative		341,039	476,965	380,422	486,543	515,716	515,716

BUDGET DETAIL EXPENSES

558-1112 Refuse Collections							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
535.92-01	Interdept DSC-General Fnd	27,698	33,733	17,241	19,651	50,951	50,951
535.92-17	Interdept DSC-Develop Svc	40,441	45,469	48,936	49,858	49,858	49,858
535.92-19	Interdept DSC-Maint Dists	3,318	3,318	0	0	0	0
535.92-21	Interdept DCS-Street Tree	0	0	9,152	8,461	8,461	8,461
535.92-22	Interdept DSC-Streets	38,700	26,835	12,094	18,594	18,594	18,594
535.92-29	Interdept DSC-Pub Works	206,367	137,202	252,962	261,840	261,840	261,840
535.92-48	Interdept DSC-CFD Parks	0	0	0	1,854	1,854	1,854
535.92-53	Interdept DSC-Wastewater	6,804	5,429	5,606	11,422	11,422	11,422
535.92-57	Interdept DSC-Water Sys	14,775	16,523	21,994	28,888	28,888	28,888
535.92-58	Interdept DSC-Refuse	18,394	0	6,955	7,951	7,951	7,951
535.92-70	Interdept DSC-Fleet	75,175	58,477	47,878	44,597	44,597	44,597
535.92-71	Interdept DSR-Facilities	1,682	1,851	0	3,547	3,547	3,547
535.92-72	Interdept DSC-Supprt Sr	680	852	852	1,024	1,024	1,024
	Interdepartmental	434,034	329,689	423,670	457,687	488,987	488,987
637.65-00	Capital Imp. Projects	101	168	97,438	0	0	0
	Capital Outlay	101	168	97,438	0	0	0
706.71-02	Principal-City Loans	0	0	376,688	390,126	390,126	390,126
706.72-02	Interest-City Loans	33,048	25,509	25,512	12,077	12,077	12,077
	Debt Services	33,048	25,509	402,200	402,203	402,203	402,203
**	Refuse Collections	5,863,312	6,119,250	7,804,557	8,092,900	7,913,158	7,913,158

## **REFUSE COLLECTION**

- 12-00 Includes circuit line to Police Department, office and cellular telephones
- 16-00 Printing of service request forms, delinquency notices, utility bill vehicle safety checklists, red tags, and promotional materials
- 17-00 Department of Motor Vehicles Class B driver's license physicals and renewals, share of utility billing handling/courier costs, and computerized vehicle tracking system
- 25-00 Landfill disposal charge and container maintenance
- 26-00 Maintenance of remote two-way radios
- 27-00 Purchase of refuse containers-single family, multi-units, as well as commercial



## **GREEN WASTE COLLECTION**

**FUND NO. 558**

**ACCOUNT NO. 1133**

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### ***DESCRIPTION***

The Green Waste Division is responsible for all green waste collection within City limits. This includes scheduled and unscheduled service for residential customers, as well as Christmas Tree Removal.

### ***MISSION***

Provide the citizens of Merced excellent green waste collection service, which provides the raw material to create a beneficial, valuable material in compost, while maintaining compliance with applicable state and local source reduction requirements.

### ***GOALS***

- ◇ Provide regular collection of residential green waste in the most efficient and cost-effective manner.

### ***OBJECTIVES***

### ***PERFORMANCE MEASUREMENTS/INDICATORS***

- |  |   |
|--|---|
| 1. Monitor new green waste routes to ensure the ability to accommodate growth and determine if productivity can be improved. | All routes to be continually audited during fiscal year and adjustments implemented as necessary. |
| 2. Monitor quality of green waste being delivered to County Landfill compost program to ensure quality of end product.       | On-going.   |

### ***2007-2008 BUDGET HIGHLIGHTS***

Green waste rates will be presented to Council for consideration in late 2007, to become effective January 1, 2008. Rate setting model will allow more accurate prediction of growth related staff expansion.

One additional 0.5 FTE temporary position (50/50 green waste - recycling split) has been requested to act as Recycling Coordinator. Our current recycling processor does not provide a Coordinator dedicated to the City.





BUDGET DETAIL EXPENSES

558-1133	Green Waste Collection						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
531.01-00	Regular Salaries	103,450	109,720	130,443	142,552	142,552	142,552
531.03-00	Extra Help	1,494	0	0	8,986	8,986	8,986
531.04-01	Regular Overtime	23,046	30,578	15,947	18,122	18,122	18,122
531.04-04	Call Back Time Worked	61	281	0	0	0	0
531.10-01	Holiday Pay	3,173	3,219	5,567	5,567	5,567	5,567
531.10-02	Unused Sick Leave	0	146	0	0	0	0
531.10-05	Retirement PERS	7,449	14,017	17,954	24,859	24,859	24,859
531.10-06	Social Security-OASDI	8,100	8,882	9,371	11,569	11,569	11,569
531.10-07	Social Security-Medicare	2,003	1,991	2,211	2,875	2,875	2,875
531.10-08	State Unemployment	50	36	428	600	600	600
531.10-09	Long Term Disability	405	353	222	0	0	0
531.10-10	Group Health Insurance	39,023	32,803	33,076	0	0	0
531.10-11	Group Life Insurance	387	346	289	0	0	0
531.10-12	Workers Compensation	9,582	9,837	5,204	7,579	7,635	7,635
531.10-15	Vision Plan	893	701	916	0	0	0
531.10-16	Dental Plan	5,417	3,553	4,838	0	0	0
531.10-17	Stand By Pay	111	296	515	515	515	515
531.10-18	Management Physicals	0	0	56	56	56	56
531.10-20	Earned Benefit	324	746	725	19,242	19,242	19,242
531.10-21	Bilingual Pay Program	481	602	600	600	600	600
531.10-23	Uniform Cleaning	829	663	942	1,241	1,241	1,241
531.10-27	PTS Plan FICA Alternative	19	0	0	117	117	117
531.10-33	Core Allowance	0	0	0	38,332	31,879	31,879
Personnel Services		206,297	218,770	229,304	282,812	276,415	276,415
532.14-00	Advertising	0	0	0	4,000	4,000	4,000
532.17-00	Professional Services	16,276	15,590	18,789	196	196	196
532.23-00	Vehicle Operations/Maint	111,554	94,597	125,000	132,450	132,450	132,450
532.25-00	Maintenance Matls & Svcs	44,887	62,269	92,425	120,925	120,925	120,925
532.26-00	Other Equipment O & M	0	0	0	2,880	2,880	2,880
532.30-01	Dept Share of Insurance	0	6,976	3,054	7,063	7,063	7,063
532.32-00	Vehicle Replacement Fee	47,486	47,486	60,783	84,164	84,164	84,164
532.38-00	Support Services	19,741	15,811	22,280	12,761	8,980	8,980
Supplies and Services		239,944	242,729	322,331	364,439	360,658	360,658
533.43-00	Machinery/Equipment	0	0	0	17,500	17,500	17,500
Property		0	0	0	17,500	17,500	17,500
534.91-01	Adm Exp-City Manager	9,168	9,717	7,122	9,937	7,487	7,487
534.91-02	Adm Exp-City Attorney	2,212	4,990	5,885	5,546	4,098	4,098
534.91-09	Adm Exp-Finance	24,951	25,605	26,249	33,186	24,853	24,853
534.91-10	Adm Exp-Purchasing	3,454	3,292	3,121	3,829	2,955	2,955
534.91-11	Adm Exp-Public Works	12,321	19,878	15,940	13,895	7,796	7,796
534.91-16	Adm Exp-City Council	3,216	2,982	2,350	3,963	2,764	2,764
Administrative		55,322	66,464	60,667	70,356	49,953	49,953
535.92-29	Interdept DSC-Pub Works	26,896	7,210	42,052	42,395	42,395	42,395
535.92-58	Interdept DSC-Refuse	48,108	23,213	17,614	38,521	38,521	38,521
Interdepartmental		75,004	30,423	59,666	80,916	80,916	80,916
**	Green Waste Collection	576,567	558,386	671,968	816,023	785,442	785,442

FUND NO. 558  
ACCOUNT NO. 1133

## **GREEN WASTE COLLECTION**

17-00 DMV and license renewals and computerized vehicle tracking system

25-00 Landfill disposal charges

**CURBSIDE RECYCLING**  
**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 customers.

**MISSION**

To provide the citizens of Merced excellent recycling services, which help meet State mandates, preserve quality of life, and enhance the city's general appearance.

**GOALS**

- ◇ Provide regular collection of residential, co-mingled, and single stream recyclables in the most efficient and cost-effective manner.

**OBJECTIVES**

**PERFORMANCE  
MEASUREMENTS/INDICATORS**

- |   |   |
|---|---|
| 1. Continue to monitor and adjust right-sizing of service routes to accommodate growth, as well as improve productivity.                            | All routes will be continually audited during fiscal year and adjustments implemented as necessary.                     |
| 2. Track diversion of material from the landfill, as mandated by the State of California.   | Track tonnage of recyclables collected and compare to original estimates of diversion.                                  |
| 3. Conduct pilot recycling program of commercial, industrial, and multi-family accounts to explore the feasibility of creating a city-wide program. | On-going program. Staff will present program to Council for consideration as part of rate recommendations in late 2007. |
| 4. Work with UC Merced (Environmental Studies) to develop a multi-family recycling program for Council consideration                                | Provide report for Council consideration by April 2008.   |

## **CURBSIDE RECYCLING**

### ***2007-2008 BUDGET HIGHLIGHTS***

Recycling rates will be presented for Council consideration in late 2007, to become effective Jan. 1, 2008. Rate setting model will allow more accurate prediction of growth related staff expansion.

One additional 0.5 FTE temporary position (50% split with Recycling) has been requested to act as Recycling Coordinator. Our current recycling processor does not provide the City with a Coordinator.



Curbside Recycling Program

EXPENSES	Actual 2004-05	Actual 2005-06	Final Budget 2006-07	Dept.Head Request 2007-08	City Mgr. Recom. 2007-08	Council Approval 2007-08
Personnel Expenses	231,774	273,183	285,442	349,680	340,388	340,388
Supplies and Services	492,846	480,781	624,621	714,021	703,668	703,668
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>724,620</b>	<b>753,964</b>	<b>910,063</b>	<b>1,063,701</b>	<b>1,044,056</b>	<b>1,044,056</b>

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FINANCING SOURCES	Actual 2004-05	Actual 2005-06	Final Budget 2006-07	Estimated 2007-08
Health Insurance EE Share	0	0	910	0
Curbside Recycling Progrm	669,074	747,414	765,547	816,780
PERS-EE Share 2.5% @ 55	0	0	0	5,533
Unclassified	807	17,179	0	0
Revenue Share Credit	81,571	109,386	61,600	95,479
Refuse-Enterprise Fund	0	0	82,006	126,264
<b>TOTAL</b>	<b>751,452</b>	<b>873,979</b>	<b>910,063</b>	<b>1,044,056</b>

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PERSONNEL	Number of Positions			
	Funded In Budget 2006-07	Dept.Head Request 2007-08	City Mgr. Recom. 2007-08	Council Approval
P.W. Op. Manager - Solid Waste	.20	.20	.20	.20
P.W. Spvr. - Solid Waste	.15	.15	.15	.15
Lead Refuse Eqt. Oper.	.15	.15	.15	.15
Refuse Equip. Operator/Trainee	3.50	3.50	3.50	3.50
<b>TOTAL</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

BUDGET DETAIL EXPENSES

ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
558-1135	Curbside Recycling Progrm						
531.01-00	Regular Salaries	127,802	137,552	167,816	187,569	187,569	187,569
531.03-00	Extra Help	1,895	0	0	8,986	8,986	8,986
531.04-01	Regular Overtime	35,577	47,847	14,498	28,995	28,995	28,995
531.04-04	Call Back Time Worked	61	281	0	643	643	643
531.10-01	Holiday Pay	3,628	4,521	4,175	4,175	4,175	4,175
531.10-02	Unused Sick Leave	0	146	0	0	0	0
531.10-05	Retirement PERS	9,123	17,772	23,078	32,696	32,696	32,696
531.10-06	Social Security-OASDI	10,246	11,676	11,350	14,052	14,052	14,052
531.10-07	Social Security-Medicare	2,337	2,817	2,671	3,451	3,451	3,451
531.10-08	State Unemployment	50	51	578	750	750	750
531.10-09	Long Term Disability	325	353	222	0	0	0
531.10-10	Group Health Insurance	29,780	37,576	48,197	0	0	0
531.10-11	Group Life Insurance	349	486	373	0	0	0
531.10-12	Workers Compensation	5,607	5,256	5,204	6,343	6,417	6,417
531.10-15	Vision Plan	626	701	916	0	0	0
531.10-16	Dental Plan	3,058	2,937	4,147	0	0	0
531.10-17	Stand By Pay	60	348	494	494	494	494
531.10-18	Management Physicals	0	0	56	56	56	56
531.10-20	Earned Benefit	324	1,921	725	4,775	4,775	4,775
531.10-23	Uniform Cleaning	901	942	942	942	942	942
531.10-27	PTS Plan FICA Alternative	25	0	0	117	117	117
531.10-33	Core Allowance	0	0	0	55,636	46,270	46,270
	Personnel Services	231,774	273,183	285,442	349,680	340,388	340,388
532.14-00	Advertising	0	0	0	4,000	4,000	4,000
532.17-00	Professional Services	18,148	16,760	19,266	206	206	206
532.23-00	Vehicle Operations/Maint	114,888	143,763	228,920	213,062	213,062	213,062
532.25-00	Maintenance Matls & Svcs	155,438	140,721	138,725	176,225	176,225	176,225
532.26-00	Other Equipment O & M	0	0	0	2,880	2,880	2,880
532.30-01	Dept Share of Insurance	0	0	4,667	3,929	3,929	3,929
532.32-00	Vehicle Replacement Fee	52,165	52,165	77,916	126,255	126,255	126,255
532.38-00	Support Services	20,339	20,580	30,561	28,153	20,010	20,010
	Supplies and Services	360,978	373,989	500,055	554,710	546,567	546,567
534.91-01	Adm Exp-City Manager	9,252	10,542	7,853	10,928	9,829	9,829
534.91-02	Adm Exp-City Attorney	2,232	5,413	6,489	6,098	5,381	5,381
534.91-09	Adm Exp-Finance	25,179	27,778	28,943	36,492	32,629	32,629
534.91-10	Adm Exp-Purchasing	3,486	3,571	3,442	4,210	3,880	3,880
534.91-11	Adm Exp-Public Works	13,469	25,830	15,581	16,178	20,706	20,706
534.91-16	Adm Exp-City Council	3,246	3,235	2,592	4,358	3,629	3,629
	Administrative	56,864	76,369	64,900	78,264	76,054	76,054
535.92-29	Interdept DSC-Pub Works	26,896	7,210	42,052	42,395	42,395	42,395
535.92-58	Interdept DSC-Refuse	48,108	23,213	17,614	38,652	38,652	38,652
	Interdepartmental	75,004	30,423	59,666	81,047	81,047	81,047
**	Curbside Recycling Progrm	724,620	753,964	910,063	1,063,701	1,044,056	1,044,056

FUND NO. 558  
ACCOUNT NO. 1135

## **RECYCLING**

17-00 DMV and license renewals and computerized vehicle tracking system

25-00 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 pickup program.

**MISSION**

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

**GOALS**

- ◇ Meet the systematic street sweeping schedule in residential (twice per month) and business districts (weekly) to the greatest degree possible and in the most cost-effective and efficient manner possible.
- ◇ Perform reliable collection of tree leaves from city streets during leaf season.

**OBJECTIVES**

**PERFORMANCE  
MEASUREMENTS/INDICATORS**

- |   |  |
|---|--|
| 1. Continue to identify disposal sites, that will accept leaves at no charge, with all weather disposal capabilities. | By September 2007, recommit to previously identified sites or identify other strategically located sites that will accept leaves at no charge.   |
| 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 local demonstrations of such machines when appropriate.<br><br>Routes were adjusted in FY 03/04 and FY 06/07 for better efficiency and to eliminate conflict with any refuse collection routes. |

## **STREET SWEEPING**

### ***2007-2008 BUDGET HIGHLIGHTS***

Street sweeping rates, which are bundled with refuse rates, will be presented to Council for consideration in late 2007, to become effective January 1, 2008. Rate setting model will allow more accurate prediction of growth related staff expansion.





BUDGET DETAIL EXPENSES

558-1113	Street Sweeping			FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	REQUEST	RECOM.	APPROVAL
		2004-05	2005-06	2006-07	2007-08	2007-08	2007-08
531.01-00	Regular Salaries	153,308	169,481	223,347	232,177	232,177	232,177
531.03-00	Extra Help	400	0	0	0	0	0
531.04-01	Regular Overtime	28,837	31,117	24,079	27,202	27,202	27,202
531.04-04	Call Back Time Worked	391	3	312	250	250	250
531.10-01	Holiday Pay	576	743	1,249	1,249	1,249	1,249
531.10-02	Unused Sick Leave	0	58	0	0	0	0
531.10-05	Retirement PERS	10,939	21,136	30,525	40,247	40,247	40,247
531.10-06	Social Security-OASDI	11,555	12,293	15,283	16,328	16,328	16,328
531.10-07	Social Security-Medicare	2,708	2,875	3,598	3,846	3,846	3,846
531.10-08	State Unemployment	60	60	930	780	780	780
531.10-09	Long Term Disability	394	399	359	0	0	0
531.10-10	Group Health Insurance	46,431	36,190	56,691	0	0	0
531.10-11	Group Life Insurance	458	576	499	0	0	0
531.10-12	Workers Compensation	5,234	4,104	6,552	5,547	5,635	5,635
531.10-15	Vision Plan	1,066	1,169	1,671	0	0	0
531.10-16	Dental Plan	6,687	5,695	8,374	0	0	0
531.10-17	Stand By Pay	885	3	519	607	607	607
531.10-18	Management Physicals	0	0	32	32	32	32
531.10-20	Earned Benefit	3,820	1,163	1,666	1,666	1,666	1,666
531.10-23	Uniform Cleaning	1,559	1,338	1,553	1,553	1,553	1,553
531.10-27	PTS Plan FICA Alternative	5	0	0	0	0	0
531.10-32	Cash Back-Biweekly Allow	0	0	0	208	208	208
531.10-33	Core Allowance	0	0	0	84,317	70,123	70,123
Personnel Services		275,313	288,403	377,239	416,009	401,903	401,903
532.11-00	Utilities	3,840	3,398	3,900	4,950	4,950	4,950
532.13-00	Postage	0	7,851	10,000	10,000	10,000	10,000
532.14-00	Advertising	0	0	0	8,000	8,000	8,000
532.16-00	Printing	10,884	8,421	11,300	11,300	11,300	11,300
532.17-00	Professional Services	2,344	50	1,968	1,968	1,968	1,968
532.21-00	Rents/Leases	0	0	0	780	780	780
532.23-00	Vehicle Operations/Maint	115,499	168,835	204,237	238,943	238,943	238,943
532.25-00	Maintenance Matls & Svcs	54,587	52,571	68,397	68,397	68,397	68,397
532.26-00	Other Equipment O & M	363	288	525	8,365	8,365	8,365
532.28-00	Safety Supplies	417	371	700	615	615	615
532.30-01	Dept Share of Insurance	7,148	13,251	6,796	2,975	2,975	2,975
532.32-00	Vehicle Replacement Fee	92,869	121,789	141,658	134,147	134,147	134,147
532.38-00	Support Services	23,804	26,636	48,192	277,311	192,184	192,184
Supplies and Services		311,755	403,461	497,673	767,751	682,624	682,624
533.43-00	Machinery/Equipment	0	165,677	180,000	165,000	35,000	35,000
Property		0	165,677	180,000	165,000	35,000	35,000
534.91-01	Adm Exp-City Manager	13,705	15,639	13,202	17,740	30,601	30,601
534.91-02	Adm Exp-City Attorney	3,307	8,030	10,908	9,900	16,751	16,751
534.91-09	Adm Exp-Finance	37,297	41,207	48,653	59,242	101,582	101,582
534.91-10	Adm Exp-Purchasing	5,163	5,297	5,786	6,835	12,080	12,080
534.91-11	Adm Exp-Public Works	15,092	28,698	12,915	23,792	102,311	102,311
534.91-16	Adm Exp-City Council	4,808	4,799	4,356	7,075	11,297	11,297
Administrative		79,372	103,670	95,820	124,584	274,622	274,622
535.92-21	Interdept DCS-Street Tree	14,719	21,716	0	0	0	0
535.92-22	Interdept DSC-Streets	22,370	0	39,159	33,554	33,554	33,554
535.92-29	Interdept DSC-Pub Works	5,975	0	8,429	9,426	9,426	9,426
535.92-48	Interdept DSC-CFD Parks	0	0	0	4,505	4,505	4,505
535.92-53	Interdept DSC-Wastewater	34,605	34,663	9,499	118,048	118,048	118,048
535.92-57	Interdept DSC-Water Sys	0	0	0	1,362	1,362	1,362
535.92-71	Interdept DSR-Facilities	0	0	0	1,627	1,627	1,627

BUDGET DETAIL EXPENSES

558-1113 Street Sweeping							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
535.92-72	Interdept DSC-Supprt Sr	78	122	122	132	132	132
	Interdepartmental	77,747	56,501	57,209	168,654	168,654	168,654
**	Street Sweeping	744,187	1,017,712	1,207,941	1,641,998	1,562,803	1,562,803

FUND NO. 558  
ACCOUNT NO. 1113

## **STREET SWEEPING**

25-00 Landfill Disposal costs for street sweeper debris

26-00 Maintenance on mobile radios





**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.



BUDGET DETAIL EXPENSES

562-1116 Refuse Capital Equipment							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
	.						
532.30-01	Dept Share of Insurance	0	0	0	262	262	262
	Supplies and Services	0	0	0	262	262	262
533.43-00	Machinery/Equipment	105,259	727,881	447,088	659,875	189,216	189,216
	Property	105,259	727,881	447,088	659,875	189,216	189,216
633.64-00	Depreciation Expense	0	27,141	0	0	0	0
	Property	0	27,141	0	0	0	0
**	Refuse Capital Equipment	105,259	755,022	447,088	660,137	189,478	189,478

FUND NO. 562  
ACCOUNT NO. 1116

**REFUSE CAPITAL EQUIPMENT FUND**

43-00      Acquisition of refuse containers and truck to accommodate growth

# **FLEET MANAGEMENT**

**FUND NO. 670**

**ACCOUNT NO. 1103**

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## **DESCRIPTION**

Fleet Services is responsible for the maintenance and repair of all City vehicles. Currently maintaining 567 vehicles and/or equipment items assigned to the various departments within the City.

## **MISSION**

Fleet Services is committed to providing excellent client service through quality, preventative maintenance and repair to vehicles and equipment at the most reasonable cost.

## **GOALS**

- ◇ Provide safe, reliable vehicles and equipment at a competitive cost with minimum down time.
- ◇ Provide timely vehicle replacement through an efficient ordering and delivery system.
- ◇ Create a friendly, responsive, customer focused culture within our fleet team.

## **OBJECTIVES**

## **PERFORMANCE MEASUREMENTS/INDICATORS**

- |  |  |
|--|--|
| 1. Accomplish all maintenance and repairs, insuring maximum productivity and quality, with prudent use of materials. | Monitor past and present expenditure levels taking into account age and size of fleet. Number of return repairs not to exceed 5% of all work completed.                                      |
| 2. Provide quality service with minimum adverse impact to clients.   | 95% of all vehicle inspections to be completed on time. Quarterly customer satisfaction surveys will continue throughout fiscal year 2008.   |
| 3. Ongoing training for service technicians and specific training on fire equipment.                                 | Continue to promote Automotive Service Excellence (ASE) Certification as a measurement of job skills. Begin upgrade training for existing mechanics to obtain Fire Equipment Certifications. |

## **2007-2008 BUDGET HIGHLIGHTS**

Fuel prices continue to be volatile. As a result, the Fuel Account Line will continue to be adjusted according to industry estimates. Shortages in steel, and the resulting increase in steel prices, continue to make vehicle pricing difficult to predict.

An additional "Lead Worker" position is included in this fiscal budget and is based on the growth of the fleet itself, particularly vehicles in the Solid Waste Division and the Fire Department. The number of vehicles/equipment for which the Division is responsible has increased by more than 100 during the fiscal year. This increase has created the need for additional supervision and monitoring within the Division, at a Lead Worker level. This position will be responsible for assigning duties, and determining the order in which vehicles are repaired. Establishing this position will improve fleet services to the City.







BUDGET DETAIL EXPENSES

670-1103	Fleet Management			FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	REQUEST	RECOM.	APPROVAL
		2004-05	2005-06	2006-07	2007-08	2007-08	2007-08
531.01-00	Regular Salaries	428,999	458,072	535,341	620,488	620,488	620,488
531.04-01	Regular Overtime	19,201	17,589	21,500	22,549	22,549	22,549
531.04-04	Call Back Time Worked	40	0	68	0	0	0
531.10-01	Holiday Pay	677	104	1,083	0	0	0
531.10-02	Unused Sick Leave	825	1,368	902	902	902	902
531.10-05	Retirement PERS	30,043	56,997	73,689	108,253	108,253	108,253
531.10-06	Social Security-OASDI	28,248	29,253	34,199	41,493	41,493	41,493
531.10-07	Social Security-Medicare	6,607	6,841	8,019	9,730	9,730	9,730
531.10-08	State Unemployment	165	166	1,950	1,950	1,950	1,950
531.10-09	Long Term Disability	1,400	1,432	934	0	0	0
531.10-10	Group Health Insurance	114,104	121,350	144,736	0	0	0
531.10-11	Group Life Insurance	1,288	1,543	1,193	0	0	0
531.10-12	Workers Compensation	20,786	15,862	15,241	23,580	23,801	23,801
531.10-15	Vision Plan	2,932	3,215	3,856	0	0	0
531.10-16	Dental Plan	15,395	12,740	16,047	0	0	0
531.10-17	Stand By Pay	0	0	0	18,770	18,770	18,770
531.10-18	Management Physicals	0	0	140	140	140	140
531.10-20	Earned Benefit	3,751	3,910	1,354	6,457	6,457	6,457
531.10-23	Uniform Cleaning	5,449	5,499	4,821	5,970	5,970	5,970
531.10-26	Call Back - Non Worked	0	0	90	90	90	90
531.10-33	Core Allowance	0	0	0	187,344	155,806	155,806
Personnel Services		679,910	735,941	865,163	1,047,716	1,016,399	1,016,399
532.11-00	Utilities	29,646	32,939	37,028	38,726	38,726	38,726
532.12-00	Telephone	3,330	3,644	4,042	3,871	3,871	3,871
532.13-00	Postage	192	211	300	300	300	300
532.17-00	Professional Services	20,505	18,551	476	476	476	476
532.18-00	Travel and Meetings	1,295	943	4,012	4,304	4,304	4,304
532.20-00	Training Expense	2,829	4,982	5,020	6,380	6,380	6,380
532.21-00	Rents/Leases	612	612	984	984	984	984
532.23-00	Vehicle Operations/Maint	41	0	41,255	39,572	39,572	39,572
532.24-00	Memberships, Subscription	0	1,062	2,500	4,500	4,500	4,500
532.25-00	Maintenance Mats & Svcs	19,158	20,538	56,251	59,950	59,950	59,950
532.26-00	Other Equipment O & M	5,425	3,825	6,600	50,800	50,800	50,800
532.28-00	Safety Supplies	649	731	1,410	2,402	2,402	2,402
532.29-00	Other Materials Supplies	3,320	3,762	5,350	5,350	5,350	5,350
532.30-01	Dept Share of Insurance	19,069	32,251	16,443	22,131	22,131	22,131
532.32-00	Vehicle Replacement Fee	27,194	29,526	26,038	28,874	28,874	28,874
532.33-00	Vehicle Fuel	709,729	917,637	1,089,047	1,399,646	1,399,646	1,399,646
532.34-00	Contingency Reserve	0	0	61,000	25,000	25,000	25,000
532.36-00	Vehicle Parts	732,402	738,032	987,603	1,013,665	1,013,665	1,013,665
532.38-00	Support Services	69,367	91,567	94,614	150,243	103,627	103,627
532.45-00	Facilities Maint Charge	13,105	15,668	6,276	6,764	5,830	5,830
532.46-00	Computer Replacement Chrg	4,213	5,749	5,007	5,007	5,007	5,007
Supplies and Services		1,662,081	1,922,230	2,451,256	2,868,945	2,821,395	2,821,395
533.43-00	Machinery/Equipment	2,513	15,208	53,500	8,000	8,000	8,000
Property		2,513	15,208	53,500	8,000	8,000	8,000
534.91-01	Adm Exp-City Manager	26,849	31,034	22,957	31,359	30,214	30,214
534.91-02	Adm Exp-City Attorney	6,478	15,936	18,968	17,500	16,540	16,540
534.91-09	Adm Exp-Finance	73,069	81,774	84,605	104,720	100,300	100,300
534.91-10	Adm Exp-Purchasing	10,115	10,513	10,061	12,083	11,927	11,927
534.91-11	Adm Exp-Public Works	30,000	56,593	77,140	67,547	39,857	39,857
534.91-16	Adm Exp-City Council	9,419	9,523	7,575	12,506	11,154	11,154
Administrative		155,930	205,373	221,306	245,715	209,992	209,992
535.92-29	Interdept DSC-Pub Works	91	0	2,073	2,266	2,266	2,266

BUDGET DETAIL EXPENSES

670-1103 Fleet Management							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
535.92-72	Interdept DSC-Supprrt Sr	157	335	183	231	231	231
	Interdepartmental	248	335	2,256	2,497	2,497	2,497
633.64-00	Depreciation Expense	20,304	18,418	0	0	0	0
	Property	20,304	18,418	0	0	0	0
**	Fleet Management	2,520,986	2,897,505	3,593,481	4,172,873	4,058,283	4,058,283

## **FLEET MANAGEMENT**

- 12-00 Includes modem line for gas station computer, shop security alarm, and cellular telephones
- 17-00 DMV physicals and license renewals; disposal of paint filters, waste oil and anti-freeze; shop towel laundry; fuel station fitting maintenance, underground tank testing, and mandated hose inspection
- 18-00 Travel associated with training in Line 20-00
- 20-00 Fire Mechanic Certification, Institute for Automotive Service Excellence, Advanced Engine Diagnostics Training, and Heil Rapid Rail Training
- 21-00 Security alarm at Fleet Services buildings
- 25-00 Auto shop building maintenance, hardware, and welding and cleaning supplies
- 26-00 Radios and gas station maintenance
- 29-00 State and County permits for underground tanks and Air Pollution Control District fees
- 34-00 Contingency for unanticipated vehicle repairs



**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.

Fleet Management

EXPENSES	Actual 2004-05	Actual 2005-06	Final Budget 2006-07	Dept. Head Request 2007-08	City Mgr. Recom. 2007-08	Council Approval 2007-08
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	1,268,760	2,707,088	1,424,092	2,000,000	3,000,000	3,000,000
TOTAL	1,268,760	2,707,088	1,424,092	2,000,000	3,000,000	3,000,000

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FINANCING SOURCES	Actual 2004-05	Actual 2005-06	Final Budget 2006-07	Estimated 2007-08
Vehicle Replacement Fee	2,166,551	2,295,014	2,408,256	2,714,961
Fleet Replacement Fnd-Int	897,791-	412,074	984,164-	285,039
TOTAL	1,268,760	2,707,088	1,424,092	3,000,000

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BUDGET DETAIL EXPENSES

674-1103	Fleet Management	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
ACCT. NO.	ACCOUNT DESCRIPTION						
633.63-00	Vehicle Replacement	1,268,760	2,707,088	1,424,092	2,000,000	3,000,000	3,000,000
	Property	1,268,760	2,707,088	1,424,092	2,000,000	3,000,000	3,000,000
**	Fleet Management	1,268,760	2,707,088	1,424,092	2,000,000	3,000,000	3,000,000





**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 all City owned buildings and structures with the exception of Fire Stations. The division provides a range of general maintenance services to other city departments, making it possible for workers in those areas to serve the public more efficiently and effectively.

***MISSION***

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

***GOAL***

- ◇ Monitor and ensure all facilities security, condition, and aesthetics are properly and safely maintained for all clients use.

***OBJECTIVES***

***PERFORMANCE  
MEASUREMENTS/INDICATORS***

- |   |   |
|---|---|
| 1. Provide excellent custodial and building maintenance services to all clients.                                | Bi-annual customer satisfaction surveys will continue throughout the fiscal year with a satisfaction goal of 95%.   |
| 2. Ensure facilities under the care of the division are properly cleaned and safely maintained for all clients. | Monitor, identify, and document facility security problems/incidents.<br><br>Ensure facility repairs are completed and documented using the work order tracking system in place. Ongoing program.<br><br>Conduct site inspections for all facilities. Perform quarterly by the Supervisor and annually by the Division Manager. |

## **FACILITIES MAINTENANCE**

Stay abreast of ADA regulations by attending compliance seminars.

Ensure graffiti is removed from city facilities, by working closely with the Community Action Network (CAN), the Public Works Graffiti removal crews, and volunteer organizations in the neighborhood policing areas.

3. Identify techniques to properly maintain city facilities in the most cost effective, efficient, and safe manner while maintaining quality customer service levels.

Install new web based security camera systems for the 3<sup>rd</sup> floor Parcade, Corporation Yard, and other facilities identified as having a need.

Install carbon dioxide sensors in the HVAC system at the Civic Center. Report findings by June 2008.

### ***2007-2008 BUDGET HIGHLIGHTS***

Two additional Custodian positions are included to meet the demands created by the expansion of city facilities, i.e., the gang suppression unit, now relocated to the first floor of the Shannon Parcade (3000 sq. ft.), the newly remodeled Chamber of Commerce facility (4500 sq. ft.) which houses the Recreation and Community Services Department, as well as new outdoor restrooms (200 sq. ft. ea.) at various newly constructed park sites.

A second FTE Custodian is being requested to effectively perform custodial care funded over the past four fiscal years by two full-time temporary positions.





BUDGET DETAIL EXPENSES

ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2004-05	ACTUAL 2005-06	FINAL BUDGET 2006-07	DEPT. HEAD REQUEST 2007-08	CITY MGR. RECOM. 2007-08	COUNCIL APPROVAL 2007-08
671-1119	Facilities Maintenance Op						
531.01-00	Regular Salaries	365,837	412,747	526,416	622,451	543,347	543,347
531.03-00	Extra Help	34,497	39,966	62,822	62,822	62,822	62,822
531.04-01	Regular Overtime	29,625	30,455	31,399	31,906	31,906	31,906
531.04-04	Call Back Time Worked	6,625	1,264	5,462	5,462	5,462	5,462
531.10-01	Holiday Pay	0	94	144	144	144	144
531.10-02	Unused Sick Leave	0	0	433	433	433	433
531.10-05	Retirement PERS	25,294	51,086	70,922	106,523	92,756	92,756
531.10-06	Social Security-OASDI	25,723	27,195	34,765	41,515	36,611	36,611
531.10-07	Social Security-Medicare	6,517	6,947	9,073	10,653	9,506	9,506
531.10-08	State Unemployment	166	167	2,265	2,415	2,115	2,115
531.10-09	Long Term Disability	1,162	1,255	1,055	0	0	0
531.10-10	Group Health Insurance	94,058	113,425	151,499	0	0	0
531.10-11	Group Life Insurance	1,007	1,440	1,167	0	0	0
531.10-12	Workers Compensation	42,357	30,376	47,428	33,179	31,238	31,238
531.10-15	Vision Plan	2,692	3,244	4,210	0	0	0
531.10-16	Dental Plan	13,569	13,916	19,716	0	0	0
531.10-17	Stand By Pay	5,792	595	5,188	5,188	5,188	5,188
531.10-18	Management Physicals	0	0	297	297	297	297
531.10-20	Earned Benefit	13,740	4,655	3,667	3,667	3,667	3,667
531.10-23	Uniform Cleaning	5,572	4,834	5,599	6,197	6,197	6,197
531.10-26	Call Back - Non Worked	0	48	0	0	0	0
531.10-27	PTS Plan FICA Alternative	448	526	817	817	817	817
531.10-32	Cash Back-Biweekly Allow	0	0	0	366	366	366
531.10-33	Core Allowance	0	0	0	208,033	144,230	144,230
	Personnel Services	674,681	744,235	984,344	1,142,068	977,102	977,102
532.11-00	Utilities	179,418	208,424	204,997	244,142	244,142	244,142
532.12-00	Telephone	4,682	3,853	6,112	7,794	7,794	7,794
532.17-00	Professional Services	173,000	107,447	4,200	75,928	75,928	75,928
532.18-00	Travel and Meetings	0	13	108	204	204	204
532.20-00	Training Expense	0	185	2,650	3,800	3,800	3,800
532.21-00	Rents/Leases	558	624	5,184	5,544	5,544	5,544
532.23-00	Vehicle Operations/Maint	28,051	21,752	27,992	30,255	30,255	30,255
532.25-00	Maintenance Matls & Svcs	128,633	145,021	298,986	279,443	279,443	279,443
532.26-00	Other Equipment O & M	994	974	1,911	4,914	4,914	4,914
532.27-00	Small Tools	156	380	500	500	500	500
532.28-00	Safety Supplies	3,197	3,379	2,850	3,850	3,850	3,850
532.30-01	Dept Share of Insurance	22,579	38,763	19,279	27,302	27,302	27,302
532.32-00	Vehicle Replacement Fee	13,820	13,547	13,681	13,147	13,147	13,147
532.38-00	Support Services	42,926	42,926	42,926	42,695	42,695	42,695
532.46-00	Computer Replacement Chrg	1,013	919	1,343	7,391	7,391	7,391
	Supplies and Services	599,027	588,207	632,719	746,909	746,909	746,909
533.43-00	Machinery/Equipment	74,512	24,634	63,220	59,628	41,628	41,628
	Property	74,512	24,634	63,220	59,628	41,628	41,628
535.92-29	Interdept DSC-Pub Works	1,945	0	5,494	5,534	5,534	5,534
535.92-72	Interdept DSC-Supprt Sr	0	0	30	33	33	33
	Interdepartmental	1,945	0	5,524	5,567	5,567	5,567
637.65-00	Capital Imp. Projects	258,196	249,348	276,530	115,980	115,980	115,980
	Capital Outlay	258,196	249,348	276,530	115,980	115,980	115,980
908.93-19	Trsf-Maint Districts(019)	8,075	8,075	8,075	8,075	0	0
	Other	8,075	8,075	8,075	8,075	0	0
918.93-20	Trsf-Downtown Maint (120)	0	0	0	0	8,075	8,075
	Other	0	0	0	0	8,075	8,075
**	Facilities Maintenance Op	1,616,436	1,614,499	1,970,412	2,078,227	1,895,261	1,895,261

## **FACILITIES MAINTENANCE**

- 11-00 Utility cost at the Civic Center, Shannon Parcade, and Transportation Center
- 12-00 Includes alarm line from Civic Center to Police Department, Transpo Center circuit alarm, pay telephones, cellular phone, and elevator phone
- 17-00 Contracts for Civic Center HVAC maintenance, window washing, preventive maintenance of elevator, mandated testing of fire alarm, security alarm, park facilities infrastructure repairs, and police stations
- 21-00 Pagers for custodians
- 25-00 Custodial supplies such as wax, floor cleaner, mops, cleaning towels, paper towels, hand soap and buff pads, paint, lock repair materials, entry mats, and materials for repair and maintenance of facilities, including Senior Center and Parcade
- 26-00 Miscellaneous parts for cleaning equipment and maintenance on mobile radios
- 904.93-20 Transfer of funds to Downtown Maintenance District to pay for Parcade's share of assessment

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