

**CITY OF MERCED  
2024-2025 CITY COUNCIL APPROVED BUDGET**

**TAB 9**

**DEVELOPMENT SERVICES/HOUSING**

Engineering

Inspection Services

Planning and Permitting

Housing Program

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**ENGINEERING DEPARTMENT**  
**FUND NO. 3000**  
**DIVISION NO. 5000**

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***DESCRIPTION***

The Engineering Department is responsible for the development, implementation, and management of the Capital Improvement Program (CIP). The Engineering Department undertakes design, construction, and contract/project management of CIP-related projects and professional services in conformance with the City of Merced (City) Charter and Municipal Code.

The CIP is a multiyear forecast to rehabilitate, restore, improve, and add to the City's capital facilities. Such improvements include water and sewer facilities and pipelines, storm drainage and flood control facilities, streets, lights, traffic signals, sidewalks, bikeways, bridges, park and recreation facilities, police and fire facilities, and airport facilities.

Additionally, the Engineering Department provides the following services: encroachment, transportation, and grading permit issuance; pre-development and engineering review of infrastructure improvement plans within the public right-of-way; chair and administer Traffic Committee; Member of the Site Plan Review Committee; Member of the Minor Subdivision Committee; maintain records and archives of maps, streets, benchmarks, certificates of compliance, easements, and deeds; prepare and review subdivision maps, deeds, legal descriptions, and records of survey; maintain, preserve, and replace monuments; and conduct environmental assessments, real estate acquisitions, investigations, and research in support of City operations.

***MISSION***

The Engineering Department strives to provide engineering services including technical and operational support, design, and construction for the development of public infrastructure and facilities while maintaining the safety, health, and welfare of the public.

***GOALS***

- \* Provide quality, safe, reliable infrastructure, and related services;
- \* Provide timely and efficient delivery of projects;
- \* Effect change and promote innovation; and
- \* Increase departmental effectiveness, resiliency, and expand individual employee expertise.

***OBJECTIVES***

1. Manage the development of infrastructure through the Capital Improvement Program and Pavement Management System

***PERFORMANCE  
MEASUREMENTS/INDICATORS***

- Coordinate with other Departments to develop the Capital Improvement Program Projects
- Create opportunities for more City Council and public involvement with projects

## ENGINEERING DEPARTMENT

2. Assist with the Wastewater Collection System (Sewer) Master Plan
  3. Promote teamwork and innovation
  4. Continue to identify and implement sources of funding for the CIP
  5. Ensure compliance with the Local Business Enterprise (LBE) Outreach and Disadvantaged Business Enterprise (DBE) Programs
  6. Monitor AB1600, Chapter 927 Statute of 1987 Impact Fees.
  7. Increase overall efficiency and effectiveness of the Department
- Administer the Pavement Management System to select street maintenance treatments and locations objectively and optimally.
- Deliver high quality projects in the most cost effective and efficient manner to serve the public.
- Manage and coordinate design and construction for the Wastewater Collection System Master Plan.
- Collaborate with City Departments in a team environment to improve overall effectiveness, efficiencies, and establish common goals for the public good.
- Partner with outside industry to utilize new technology and information systems in support of the City's infrastructure.
- Work with local, regional, state, and federal agencies to identify funding and grants:
  - Local;
  - Measure V;
  - SB1;
  - Community Development Block Grant (CDBG);
  - Congestion Mitigation and Air Quality (CMAQ); and
  - Local Transportation Funding (LTF)
  - American Rescue Plan (ARPA)
  - Active Transportation Program (ATP).
- Set project LBE and DBE goals;
- Post goals in the Notice Inviting Bids;
- Discuss goals with interested contractors; during the pre-bid meeting; and
- Ensure compliance with LBE and DBE requirements.
- Review the estimated cost of public improvements identified in the CIP budget and the Public Facilities Financing Plan.
- Conduct an annual Public Hearing to present the updated resolution to the City Council.
- Actively recruit and retain staff.
- Provide training opportunities for staff

- Create a positive and supportive environment that encourages professional growth for all employees.

### **2024-2025 BUDGET HIGHLIGHTS**

As part of the FY 2024-2025 Proposed Budget, Engineering will work with appropriate agencies in managing water, wastewater, and storm drainage master planned activities: keeping apprised of regional, state, and federal requirements regarding regulation and permitting of water, wastewater, and storm drainage facilities. Engineering will participate with the continued implementation of the Storm Water Management Programs as dictated by new State mandates and NPDES Permit.

Engineering will coordinate with other departments to develop the Capital Improvement Program Projects identified in the annual budget, and to carefully plan for future projects in the 5-year plan. Engineering will also work with regional agencies to plan and develop projects that will provide regional infrastructure and financing thereof.

Infrastructure projects planned for construction in FY 2024-2025 include:

- \* Sidewalk Infill at Various Locations;
- \* Street Maintenance (Slurry Seals, Chip Seals) Various Locations;
- \* Safe Streets, Street Lighting Upgrades;
- \* Community Park 42;
- \* Main Street One-Way;
- \* Yosemite Avenue (Mansionette Dr to Parsons Ave) Roadway Rehabilitation;
- \* R Street (16<sup>th</sup> to 18<sup>th</sup> St) Roadway Rehabilitation;
- \* R Street – Olive Ave. to Northwood Dr.;
- \* Canal/Childs Sidewalk Improvements;
- \* Traffic Synchronization;
- \* Santa Fe Park Strip/Speed Table;
- \* Cherokee & Black Rascal Culvert Replacement;
- \* Sewer Main Replacement;
- \* Water Main Replacement;
- \* Well Site Modifications;
- \* Bear Creek Slide Embankment Repair;
- \* MCE Pavement Rehabilitation;
- \* Hawk Training Center;
- \* Bob Hart Square Expansion;
- \* Applegate Zoo Renovation;
- \* IT Emergency Generators Replacement.

It should be noted that sidewalks and access ramps are upgraded to comply with current ADA requirements on most roadway rehabilitation projects.

## ENGINEERING DEPARTMENT

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

Engineering

PERSONNEL	Number of Positions			
	Funded in Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom 2024-25	Council Approval
City Engineer	1.00	1.00	1.00	1.00
City Surveyor	1.00	1.00	1.00	1.00
Senior Engineer	2.00	1.00	1.00	1.00
Associate/Asst Engineer	3.00	3.00	3.00	3.00
Engineering Tech I/II/III/IV	4.00	4.00	4.00	4.00
Management Analyst	0.00	1.00	1.00	1.00
Administrative Asst I/II	1.00	1.00	1.00	1.00
	12.00	12.00	12.00	12.00

Engineering

Expenses	Actual	Actual	Final Budget	Dept. Head	City Mgr.	Council
	2021-22	2022-23	2023-24	Request	Recom.	Approval
	2021-22	2022-23	2023-24	2024-25	2024-25	2024-25
Personnel Services	1,424,675	1,598,962	1,905,980	1,954,871	1,969,991	1,969,991
Supplies and Services	480,271	585,957	687,031	823,306	674,063	674,063
Acquisitions	69,099	9,843	0	5,500	5,500	5,500
Capital Outlay	0	75,611	70,114	1,554	0	0
Other	12,685	16,309	16,309	9,967	9,967	9,967
<b>TOTAL</b>	<b>1,986,730</b>	<b>2,286,682</b>	<b>2,679,434</b>	<b>2,795,198</b>	<b>2,659,521</b>	<b>2,659,521</b>

Financing Sources	Actual	Actual	Final Budget	Council
	2021-22	2022-23	2023-24	Approval
	2021-22	2022-23	2023-24	2024-25
Construction Permits	45,165	132	0	0
Encroachment Permits	459,883	363,083	400,000	400,000
Inspection Fees	145,710	46,685	180,000	180,000
Plan Checking Fees-Plans	69,186	13,613	20,000	40,000
Zoning Letters	0	425	0	0
Sale of Plans, Maps, Ords&Pubs	1,950	5,170	5,000	2,000
Sale of Equipment	375	0	0	0
Unclassified	0	487	0	0
Personnel Time Charged	625,760	871,925	1,200,000	825,000
Interdept DSC-Dev Svcs	111,796	120,372	131,732	135,333
Interdept DSC-Strt&Lght Maint	101,386	110,523	145,201	99,586
Interdept DSC-Airport Ind Park	3,516	4,087	0	0
Interdept DSC-WWtr System	204,234	229,953	280,231	304,262
Interdept DSC-Water System	237,865	259,362	396,696	368,295
Interdept DSC-Refuse Ops	15,539	16,782	19,620	21,130
Interdept DSC-PublicWorks Adm	3,404	3,882	4,272	4,150
Other Revenue	-39,039	240,201	-103,318	279,765
<b>TOTAL</b>	<b>1,986,730</b>	<b>2,286,682</b>	<b>2,679,434</b>	<b>2,659,521</b>

**Fund No. 3000 - Engineering**  
**Division No. 5000**

Acct. No.	Account Description	Actual	Actual	Final	Dept. Head	City Mgr.	Council
		2021-22	2022-23	Budget 2023-24	Request 2024-25	Recom. 2024-25	Approval 2024-25
501001	Regular Salaries	832,294	932,031	1,136,940	1,140,406	1,152,476	1,152,476
501002	Extra Help	41,652	57,123	44,279	46,974	46,974	46,974
501003	Regular Overtime	625	2,104	10,000	3,000	3,000	3,000
501101	Bilingual Pay Program	767	1,014	600	1,200	1,200	1,200
501107	Education Incentive Pay	7,029	11,018	12,000	9,600	9,600	9,600
502002	Unused Sick Leave	0	0	0	0	0	0
502003	Earned Benefit	12,123	28,013	10,532	20,727	20,727	20,727
503002	Vehicle Allowance	8,274	6,679	9,432	9,648	9,648	9,648
504001	Social Security-OASDI	50,356	58,339	70,157	70,073	71,457	71,457
504002	Social Security-Medicare	12,444	14,472	17,050	17,069	17,393	17,393
504003	PTS Plan FICA Alternative	542	743	576	611	611	611
505001	Retirement PERS Classic	17,149	17,816	19,938	19,938	19,938	19,938
505002	Retirement PERS Lateral	15,355	21,708	27,376	16,690	16,690	16,690
505003	Retirement PERS New PEPR	40,551	41,556	61,114	70,748	71,879	71,879
505005	Retrmnt Unfunded Acc Liab Misc	167,955	188,780	186,032	216,021	217,184	217,184
506001	State Unemployment	102	0	14,967	0	0	0
506101	Core Allowance	183,091	182,705	251,563	278,611	278,611	278,611
506102	Workers Compensation	5,587	6,295	4,419	4,161	3,209	3,209
506110	Post Employment Benefits	28,779	28,566	29,005	29,394	29,394	29,394
	<b>Personnel Expense</b>	<b>1,424,675</b>	<b>1,598,962</b>	<b>1,905,980</b>	<b>1,954,871</b>	<b>1,969,991</b>	<b>1,969,991</b>
511002	Telephone	4,340	6,140	7,249	7,400	7,400	7,400
511003	Postage & Mailing	142	188	500	500	500	500
511004	Printing	244	65	1,137	650	650	650
511005	Office Supplies	12,093	10,524	30,000	14,610	14,610	14,610
511006	Advertising	0	0	75	0	0	0
511007	Office Equip & Maintenance	1,611	0	1,500	2,000	2,000	2,000
511008	Electronic, Tech & Other Equip	0	3,039	0	2,500	2,500	2,500
511009	Software	0	0	0	6,790	6,790	6,790
511010	Rents & Leases	2,036	1,730	8,775	0	0	0
511011	Certs,Memberships&Subscription	21,336	22,826	49,289	45,029	45,029	45,029
511012	Professional Services	47,663	43,082	38,410	105,000	30,000	30,000
511013	Operating Mats, Svcs&Supplies	0	397	0	200	200	200
511014	Equipment Ops & Maintenance	259	623	1,680	10,615	10,615	10,615
511017	Safety Supplies	743	1,166	2,915	2,700	2,700	2,700
511018	Small Tools & Equipment	1,408	4,520	22,250	800	800	800
511019	Mileage	0	46	150	150	150	150
511020	Training Expense	2,940	1,495	9,500	9,500	9,500	9,500
511021	Travel and Meetings	703	1,200	7,000	7,000	7,000	7,000
	Retro Fees	200	206	0	0	0	0
511301	Non-operating Mats & Supplies	0	44				
547001	Dept Share of Insurance	30,919	33,972	41,116	59,686	59,686	59,686
547004	Vehicle Operations	9,116	19,683	21,405	13,397	13,397	13,397
547005	Vehicle Replacement Fee	9,282	14,452	12,390	12,390	12,390	12,390
547006	Facilities Maint Charge	52,092	46,295	51,634	53,986	49,279	49,279
547007	Computer Replacement Chrg	0	20,300	4,043	0	0	0
547009	Support Services	119,512	147,992	170,960	217,145	195,096	195,096
	<b>Supplies and Services</b>	<b>316,639</b>	<b>379,985</b>	<b>481,978</b>	<b>572,048</b>	<b>470,292</b>	<b>470,292</b>
520500	Adm Exp-City Council	8,732	11,634	13,576	15,037	12,995	12,995
521000	Adm Exp-City Manager	27,320	34,787	34,957	41,661	35,347	35,347
521010	Adm Exp-City Clerk	12,918	16,013	16,073	21,407	15,730	15,730



**Fund No. 3000 - Engineering**  
**Division No. 5000**

<b>Acct. No.</b>	<b>Account Description</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
521500	Adm Exp-City Attorney	8,270	20,727	14,679	20,322	8,026	8,026
522000	Adm Exp-Finance	86,496	100,371	101,696	125,968	107,523	107,523
522050	Adm Exp-Purchasing	8,766	10,659	11,108	13,604	11,505	11,505
	Administration	152,502	194,191	192,089	237,999	191,126	191,126
533000	Interdept DSC-Develop Svc	11,130	11,781	12,964	13,259	12,645	12,645
	Interdepartmental	11,130	11,781	12,964	13,259	12,645	12,645
590001	Office Equip&Furniture CapAsst	0	0	0	5,500	5,500	5,500
590002	Operating Equip Capital Assets	69,099	9,843	0	0	0	0
	Acquisitions	69,099	9,843	0	5,500	5,500	5,500
591002	CIP Improvements-Buildings	0	6,946	0	54	0	0
591101	Construction in Progress	0	68,665	70,114	1,500	0	0
	Capital Outlay	0	75,611	70,114	1,554	0	0
621000	Op Trsf-General Fund	0	0	0	0	0	0
627008	Op Trsf-Support Services	12,685	16,309	16,309	9,967	9,967	9,967
	Other	12,685	16,309	16,309	9,967	9,967	9,967
	Engineering	1,986,730	2,286,682	2,679,434	2,795,198	2,659,521	2,659,521

## ENGINEERING

- 511002 Telephone - department office phones, cellular phones, and iPads for inspectors/City Engineer
- 511003 Postage & mailing for general non-project related correspondence, including responses to Traffic Committee requests, consultant list update, miscellaneous mailings for projects to be determined.
- 511004 Printing business cards, materials needed for public meetings.
- 511005 Office Supplies includes all paper, ink cartridges, pens, paper, fasteners, envelopes, adding machine tape, ribbons, printer supplies, pens, pencils, and other miscellaneous supplies necessary for operation of an office up to \$4,999.
- 511006 Advertising includes costs for miscellaneous non-project related publishing.
- 511007 Office Equipment & Maintenance includes all parts, materials and services required to maintain office furniture and machines such as maintenance agreements for routine preventive maintenance and emergency repairs of office equipment performed by the manufacturer or other outside firms under \$4,999 (Blueprint, CAD Plotter). Does not include copier machines. (Department printers, large-format plotters, and PC hardware and equipment)
- 511008 Electronic, Tech & Other Equipment purchase of phones, or electronic equipment (phone cases, chargers, electronic protection) under \$4,999.
- 511011 Membership/Subscriptions includes membership dues to professional organizations and associations, licensing, books, reference materials, tapes, software subscriptions, periodicals, journals and newspaper subscriptions. Examples include: Institute of Transportation Engineers; American Public Works Association (APWA); Cadence; Catalyst; American Society of Civil Engineers; California Water Pollution Control Association; Water Environment Federation (WEF); Groundwater Resources Association; American Water Works Association (AWWA); and professional registrations and subscriptions
- 511012 Professional Services as needed includes geotechnical, survey, and traffic engineering

## ENGINEERING (Continued)

- 511013 Misc. purchases for operation such as items including but not limited to: spray paint, master locks, etc.
- 511014 Second floor plotter maintenance agreement including warranty and quarterly usage billings
- 511017 Safety supplies includes rain gear, safety shoes, safety glasses, helmets, gloves, fire extinguishers, flashlights, batteries, and first aid supplies. (Hard hats, safety vests, and safety boots for employees in the field)
- 511018 Small tools & equipment includes tools and equipment that have an expected life of less than one year, such as hand tools and small equipment used by carpenters, painters, plumbers, electricians, janitors, mechanics, laborers, surveyors, draftsmen, engineers, gardeners, policemen, and fire fighters. Survey supplies; survey markers, paint, nails, ribbon, etc.
- 511019 Mileage reimbursement for employee use of personal vehicle (i.e. travel to or from work-required training courses). Department head vehicle allowances are included in the personnel services portion of the budget and are not to be included in this line item.
- 511020 Training Expense includes in-service training course expenses, classroom instruction, registration fees, and training supplies. Again, list all training, who will be trained, and how this training assists the City of Merced. Note: Training expenses are defined as those expenses related to maintaining or improving skills required by the employee in his/her occupation and that meet the express requirements of the City, or the requirements of law or regulations imposed as a condition to the retention of the employee.
- 511021 Expense associated with the following meetings, as well as training in Line 511020: American Public Works Association (APWA); American Society of Civil Engineers; Institute of Transportation Engineers (ITE); California Water Pollution Control Association; American Water Works Association (AWWA); Air Pollution Control District; computer training; AutoCAD updating; City-County cooperation; CalTrans training; SWPP training; resident Engineer training; federal grant training; and other staff training as needed. Includes employee expenses such as room, meals and transportation and expenses incurred in the performance of official duties. The assumption for meals is \$54 per day.

**ENGINEERING (Continued)**

547004 Vehicle Operation and maintenance-this item will be entered centrally.

590001 Office Equipment for purchases of equipment in excess of \$5,000

**INSPECTION SERVICES**  
**FUND NO. 3000**  
**DIVISION NO. 5010**

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***DESCRIPTION***

The Inspection Services Division is responsible for the review of plans, issuance of building permits, and inspection of all private/public building construction projects, for new construction, additions and alterations within the City of Merced. The Inspection Services Division ensures compliance with federal, state, and local laws, as well as the municipal codes regulating the design, construction, material standards, intended use and occupancy, locations, and maintenance of structures. The objective is to provide our citizens with standards to safeguard life, health, property, and the public welfare, while providing the highest level of customer service possible. The Division investigates violations of these laws and codes as requested by other agencies, other City departments, or the general public through an inquiry. Inspection Services is also responsible for compliance with special architectural, landscaping, capital improvement plan review and inspection, or sign conditions required by the City Council, state, local law or various City Commissions. Inspection Services is a member of the Development Services One-Stop Shop Permit Processing Center enhancing the City's ability to provide customer service.

***MISSION***

Inspection Services is responsible for the administration and enforcement of the California Building Standards Codes and related federal, state, and City adopted laws and ordinances. This responsibility is for the purpose of life safety as it relates to building construction, fire sprinkler and alarm design and specialized systems, thereby assuring all structures meet or exceed the minimum life safety standards of the aforementioned codes, laws, and ordinances. This Division assures these standards by providing organized procedures for the review of plans and specifications and field inspections of construction projects.

***GOALS***

- ◇ Strive for a higher level of customer service which meets or exceeds expectations without compromising public safety.
- ◇ Perfecting the use of electronic capabilities to aid in information exchange, plan review, building permits, and inspection, incorporating GIS tools; Inspection Services is working on implementation of the new City-wide system, integrating permitting into GIS and coordination with other modules 2024/2025 fiscal year.

## INSPECTION SERVICES

- ◇ Maintain active involvement in technical and interpersonal training that will enhance Inspection Services staff's expertise. This improves the City Wide ISO (Insurance Services Office) rating.
- ◇ Continued support to Housing Division with programs needing Plan Review and Inspections. Affordable Housing being the focus.
- ◇ Continued support to the Engineering Department for projects that have structures in need alterations, repairs or new structures, that are required to have Plan Review and Inspections

### **OBJECTIVES**

### **PERFORMANCE MEASUREMENTS/INDICATORS**

- |   |  |
|---|--|
| 1. Continued active involvement with the Code Enforcement Task Force.   | The Code Enforcement Task Force is a cross-departmental effort. There have been several successful abatements, greatly benefiting the citizens and the City as a whole.  |
| 2. Supporting the Housing Division, with the focus being on Affordable Housing  | Projects throughout the City, that are rehab projects and new projects with the focus being affordable housing, Inspection Services ensures these projects are safe and comply with all local, state and federal requirements through plan review and inspections. |
| 3. Supporting the Engineering Department when needed for projects involving structures  | Provide plan review and inspections for Projects that involve City-Owned structures, ensuring the safety to the public through plan review and inspections.  |
| 4. Perfecting the electronic permitting, plan review, and permit issuance process. Implementing new Tyler EPL City-wide system. | Having a full electronic system in place will be greatly enhanced with the new Tyler EPL City-wide system. We will be providing hands on customer training with interaction through the whole process, from application to final inspection.                       |

## INSPECTION SERVICES

5. Maintain active involvement in technical training to enhance Inspection Services staff's expertise.

Evaluate employee certifications yearly. Provide access to all staff, for at least one CALBO, ICC, or CBOAC event per year, for each employee, to ensure state mandated, continuing education requirements are met. 100% of Inspection Services Staff currently have active certifications. Keeping current, and active improves the City's ISO rating.
6. Perform the highest level of customer service, permitting, consistent building plan review and inspections. Adding a higher level staff position to perform duties in 3 key areas, administration, plan review and inspections.

With the implementation of the Tyler EPL City-wide system, it will bring with it a greater interaction for customers, being able to track project process from beginning to end. Inspection Services will be actively training customers with the new tools available. The retention of full-time staff to meet demands, has also helped in foster relationships with inspection services customers. Deleting 2 lower level positions and adding a higher level position foster's staff retention, and will keep more revenue in house for plan review and inspections.
7. Maintain 2 to 3 week plan review turnaround times for first check, 1 week turnaround for Tenant Improvements, 1 to 2 weeks for back check.

Monitor, prioritize, and coordinate plan reviews. A 1 week turn around in plan review for Tenant Improvements was implemented three years past and has been very well received. Inspection Services continues to coordinate certain projects with Development Services and those members involved from other Departments.

## **BUDGET HIGHLIGHTS AND LOOKING FORWARD TO 2024-2025**

Inspection Services is looking forward to keeping up with the demand of increased residential multi-family and commercial construction as the City of Merced continues to grow towards the future. Given the continued growth in multi-family units, affordable housing units, and commercial, this year and beyond, the Inspection Services Division has achieved a balanced budget and is expecting the Budget in 2024-2025 to be just as healthy.

## INSPECTION SERVICES

This past calendar year we have experienced growth in the construction of Privately and Publicly funded multi-family units, adding 217 new Units. These Multi-family units are under construction, finishing construction, with some having Occupancy. New Single-family dwelling units issued since July, 2022 total 252, these numbers are similar to last fiscal year, between, 200-300 new units per year appear to be new averages. ADU's and JADU's this past year total 6 (1 being the 1<sup>st</sup> using the City approved Master plan process). There is an expected increase, with the City having approved Master plans and a process for "off the shelf" plans for ADU's, currently we have 4 more in review with the public expressing great interest in the program that has been implemented for alternative housing options. The city is going through the final approvals for "off the shelf" Master plans for Duplex's and Triplex's and are expected to be released to the Public for use soon.

City Housing projects such as 1213 V Street, 96 Units converting existing hotel to multi-family units, providing services to those in need, has received Occupancy for 2 of the 4 structures, with Occupancy expected in the next month for the remaining 2 structures. 3015 Park Avenue, providing 66 units, including supportive assistance has approved plans and is waiting to be issued and start construction later this year. Those on the horizon include, Mercy Village, 65 Units, permanent local housing; Linc Housing, Housing successor Land, 54 Units; Devonwood Village, 156 Multi-Family Units; Emerald Village, 228 Units.

Since July 2023 through January 2024, the Inspection Services Division saw 14 Tenant Improvements granted Occupancy and 20 permits issued for Tenant Improvements.

A few new projects under construction and some nearing completion include: 85,251 sf Hilton Hotel, 1001 S Coffee St; 44,744 sf Storage Facility including 5 structures, 1 with office and on site managers living totaling, Cessna Ct; 2739 sf; 2739 sf Jack In The Box 77 S Parsons; 2313 sf Chipotle 3120 Campus Parkway; 6500 sf Convenience store and gas station 1295 Yosemite Parkway; 12,488 multi-story office Merced County Employees Retirement Association building; 34,067 sf Merced City School District Support Services Building 2111 Wardrobe Ave.

This fiscal year will continue to be balanced for the Inspection Services Division, with the new 200-300 averages for Single-family dwelling permits that will be issued, and the continued growth with Multi-family and Commercial permits being issued. The Division's plan review team continues to provide a 2 to 3 week turnaround time on average for the first review, implemented a 1 week turn around for Tenant Improvements seeing a trend and meeting the need for occupancy demands. Proposing to delete (2) lower level positions to add (1) higher level position that will be capable of fulfilling 3 different functions will benefit the City by performing more plan review in house, thereby keeping full plan review fees within the City in addition to cost savings with the proposed staffing shifts. The Inspection Services Division has supplemental contracts in



## INSPECTION SERVICES

place to assist with administration, plan review, and inspections as back-fill when needed to maintain service levels. All other Staff is full time.

Inspection Services

PERSONNEL  Classification	Number of Positions			
	Funded in Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom 2024-25	Council Approval
Dir of Development Svcs	0.50	0.50	0.50	0.50
Chief Building Official	1.00	1.00	1.00	1.00
Assistant Building Official	0.00	0.00	1.00	1.00
Building Inspector III	1.00	1.00	1.00	1.00
Building Inspector I/II	4.00	4.00	3.00	3.00
Plan Examiner I/II	3.00	3.00	3.00	3.00
Dev Services Tech I/II	3.00	3.00	2.00	2.00
Administrative Asst III	0.50	0.50	0.50	0.50
	13.00	13.00	12.00	12.00

Inspection Services

Expenses	Actual	Actual	Final Budget	Dept. Head	City Mgr.	Council
	2021-22	2022-23	2023-24	Request	Recom.	Approval
Personnel Services	1,466,923	1,546,777	1,786,701	1,833,410	1,787,153	1,787,153
Supplies and Services	697,921	737,639	969,064	1,044,274	1,000,373	1,000,373
Acquisitions	51,868	0	0	5,500	5,500	5,500
Other	10,756	13,829	13,829	8,451	8,451	8,451
<b>TOTAL</b>	<b>2,227,468</b>	<b>2,298,245</b>	<b>2,769,594</b>	<b>2,891,635</b>	<b>2,801,477</b>	<b>2,801,477</b>

Financing Sources	Actual	Actual	Final Budget	Council
	2021-22	2022-23	2023-24	Approval
Construction Permits	2,146,302	1,886,773	1,700,000	1,750,000
Plan Checking Fees-Plans	457,380	483,717	476,600	475,000
Unclassified	0	1,266	0	0
Admin Reimb-Facilities Roadway	11,854	3,565	0	0
Admin Reimb-Facilities TrSgnls	723	487	0	0
Admin Reimb-Facilities Fire	1,619	1,845	1,918	2,012
Admin Reimb-Facilities Police	2,165	1,404	1,461	1,531
Admin Reimb-Facilities Parks	1,602	5,451	5,669	5,945
Admin Reimb-Facilities PWCorpY	0	212	220	231
Admin Reimb-Facilities InfoTec	0	164	172	179
Admin Reimb-Facilities AdminFe	0	7,007	5,847	3,462
Admin Reimb-Facilities Transpo	0	0	4,559	4,527
Interdept DSC-General Fund	38,918	41,263	43,542	41,580
Interdept DSC-Strt&Lght Maint	101,561	110,785	119,058	115,365
Interdept DSC-WWtr System	127,550	136,667	158,295	159,240
Interdept DSC-Water System	127,649	136,722	158,767	156,049
Interdept DSC-Refuse Ops	42,338	46,110	50,910	52,118
Other Revenue	-832,193	-565,193	42,576	34,238
<b>TOTAL</b>	<b>2,227,468</b>	<b>2,298,245</b>	<b>2,769,594</b>	<b>2,801,477</b>

Fund No. 3000 - Inspection Services  
Division No. 5010

Acct. No.	Account Description	Actual	Actual	Final	Dept. Head	City Mgr.	Council
		2021-22	2022-23	Budget 2023-24	Request 2024-25	Recom. 2024-25	Approval 2024-25
501001	Regular Salaries	898,843	948,846	1,061,620	1,073,820	1,061,455	1,061,455
501002	Extra Help	0	0	25,000	25,360	25,360	25,360
501003	Regular Overtime	5,959	9,608	10,000	10,000	10,000	10,000
501007	Call Back Time Worked	276	848	5,600	5,600	5,600	5,600
501107	Education Incentive Pay	669	289	600	600	600	600
501113	Stand By Pay	19,742	22,396	25,300	27,000	27,000	27,000
502002	Unused Sick Leave	0	0	0	600	600	600
502003	Earned Benefit	15,875	12,053	21,052	21,065	21,065	21,065
503002	Vehicle Allowance	4,137	4,113	4,716	4,824	4,824	4,824
504001	Social Security-OASDI	55,626	58,903	67,279	68,262	67,495	67,495
504002	Social Security-Medicare	13,286	13,987	16,228	16,332	16,153	16,153
504003	PTS Plan FICA Alternative	0	0	325	330	330	330
505001	Retirement PERS Classic	15,536	14,196	11,413	11,221	11,221	11,221
505002	Retirement PERS Lateral	6,932	7,201	8,029	0	0	0
505003	Retirement PERS New PEPRA	56,577	60,729	81,133	89,338	88,179	88,179
505005	Retrmt Unfunded Acc Liab Misc	156,921	172,854	174,299	203,408	200,031	200,031
506001	State Unemployment	7,641	1,829	234	0	0	0
506101	Core Allowance	142,640	153,152	214,466	217,138	189,807	189,807
506102	Workers Compensation	4,238	4,147	3,842	4,278	3,199	3,199
506110	Post Employment Benefits	62,025	61,626	55,565	54,234	54,234	54,234
	<b>Personnel Expense</b>	<b>1,466,923</b>	<b>1,546,777</b>	<b>1,786,701</b>	<b>1,833,410</b>	<b>1,787,153</b>	<b>1,787,153</b>
511002	Telephone	9,369	8,697	11,611	12,370	12,370	12,370
511003	Postage & Mailing	313	172	832	831	831	831
511004	Printing	0	0	1,047	1,340	1,340	1,340
511005	Office Supplies	3,051	3,685	5,368	6,780	6,780	6,780
511007	Office Equip & Maintenance	2,640	1,184	7,070	730	730	730
511008	Electronic, Tech & Other Equip	0	0	0	500	500	500
511009	Software	0	0	0	3,410	3,410	3,410
511010	Rents & Leases	313	266	669	100	100	100
511011	Certs,Memberships&Subscription	10,517	12,178	10,385	11,858	11,858	11,858
511012	Professional Services	59,265	32,734	83,410	80,000	80,000	80,000
511014	Equipment Ops & Maintenance	56	0	1,450	2,400	2,400	2,400
511017	Safety Supplies	1,150	277	1,770	2,550	2,550	2,550
511018	Small Tools & Equipment	27	284	1,670	1,720	1,720	1,720
511020	Training Expense	6,848	1,055	13,934	14,310	14,310	14,310
511021	Travel and Meetings	0	590	16,858	17,536	17,536	17,536
511301	Non-operating Mats & Supplies	0	0	275	275	275	275
547001	Dept Share of Insurance	36,339	39,563	47,053	70,178	70,178	70,178
547004	Vehicle Operations	9,046	24,261	37,145	24,091	24,091	24,091
547005	Vehicle Replacement Fee	12,410	18,534	16,351	16,351	16,351	16,351
547006	Facilities Maint Charge	84,504	75,100	83,760	87,575	79,940	79,940
547007	Computer Replacement Chrg	0	7,900	0	0	0	0
547009	Support Services	95,665	107,257	128,158	162,801	143,866	143,866
	<b>Supplies and Services</b>	<b>331,513</b>	<b>333,737</b>	<b>468,816</b>	<b>517,706</b>	<b>491,136</b>	<b>491,136</b>
520500	Adm Exp-City Council	6,788	8,056	10,549	10,281	9,817	9,817
521000	Adm Exp-City Manager	21,238	24,090	27,163	28,485	26,702	26,702
521010	Adm Exp-City Clerk	9,335	11,103	12,588	14,729	11,947	11,947
521500	Adm Exp-City Attorney	6,429	14,353	11,406	13,895	6,063	6,063
522000	Adm Exp-Finance	67,240	69,506	79,021	86,120	81,225	81,225
522050	Adm Exp-Purchasing	6,814	7,381	8,631	9,302	8,691	8,691
	<b>Administration</b>	<b>117,844</b>	<b>134,489</b>	<b>149,358</b>	<b>162,812</b>	<b>144,445</b>	<b>144,445</b>

**Division No. 5010**

<b>Acct. No.</b>	<b>Account Description</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
531000	Interdept DSC-General Fund	208,308	225,971	302,182	310,578	310,917	310,917
533000	Interdept DSC-Develop Svc	40,256	43,442	48,708	53,178	53,875	53,875
	Interdepartmental	248,564	269,413	350,890	363,756	364,792	364,792
590001	Office Equip&Furniture CapAsst	51,868	0	0	5,500	5,500	5,500
	Acquisitions	51,868	0	0	5,500	5,500	5,500
627008	Op Trsf-Support Services	10,756	13,829	13,829	8,451	8,451	8,451
	Other	10,756	13,829	13,829	8,451	8,451	8,451
	Inspection Services	2,227,468	2,298,245	2,769,594	2,891,635	2,801,477	2,801,477

## INSPECTION SERVICES

- 511003 Regular postage includes mailing for construction code update education mailers.
- 511004 Business cards.
- 511009 Ariel Pictometry, ESRI share.
- 511012 Imaging of permits and plan check services and fire plan review services.
- 511013 Panic button installation.
- 511021 California Building Officials annual and monthly meetings, CALBO Education Week, International Code Conference (ICC) seminars and annual business meeting, local builders meeting, and travel associated with training in Line 511020 below.
- 511020 International Code Conference (ICC) and California Building Officials Plumbing, Mechanical and Structural certificate programs; code inspection, and registration fees for meetings outlined in Line 511021 above.
- 511007 Maintenance for microfiche equipment, printers, scanners, copiers, and facsimile machine; Monitors, chairs, iPad installations, software user fees.
- 511011 Memberships for International Code Conference (ICC); California Building Officials; International Association of Electrical Inspectors; Yosemite Chapter of ICC; California State Administrative Code, Titles 19, 24, and 25; national and state fire codes; construction data publications; code books for plumbing, mechanical, and building code; and ICBO/ICC research reports.
- 511014 Maintenance for cellular phones, batteries for digital cameras, and ERP.
- 511018 Testing equipment, measuring devices, tools such as levels, screwdriver sets, telescoping mirrors, fire hydrant flow pressure checker, misc. other tools, weather protection for staff.
- 511017 Gloves, safety glasses, vests, ear plugs, hard hats, boots; other safety equipment; fire extinguisher service.

SB 1186 CASP

<b>Expenses</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
Supplies and Services	0	0	79,568	163,104	163,482	163,482
TOTAL	0	0	79,568	163,104	163,482	163,482

<b>Financing Sources</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Council Approval 2024-25</b>
SB1186 ADA Access	18,540	4,936	18,000	18,000
Investment Earnings	1,992	1,611	1,850	2,610
Other Revenue	-20,532	-6,547	59,718	142,872
TOTAL	0	0	79,568	163,482

**Fund No. 3003 - SB1186 CASP**  
**Division No. 5010**

<b>Acct. No.</b>	<b>Account Description</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
511020	Training Expense	0	0	10,000	10,000	10,000	10,000
511021	Travel and Meetings	0	0	10,000	10,000	10,000	10,000
511301	Non-operating Mats & Supplies	0	0	59,568	143,104	143,482	143,482
	Supplies and Services	0	0	79,568	163,104	163,482	163,482
	SB1186 CASP	0	0	79,568	163,104	163,482	163,482



**PLANNING AND PERMITTING**  
**FUND NO. 3000**  
**DIVISION NO. 5020**

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***DESCRIPTION***

The Planning and Permitting Division of the City's Development Services Department is primarily responsible for developing and maintaining the City's General Plan (the City's long-term vision for growth and development), processing applications for new development, and ensuring compliance with the City's zoning code and other regulations. In addition, the Division provides customer assistance, maintains a "one-stop" permit process for new commercial, industrial, and residential projects, assists new businesses in meeting City regulations and State environmental requirements, and prepares neighborhood plans and other special projects. The Division provides a professional level of development services support to the general public, applicants for new development projects, new and current business owners, City departments, Bicycle Advisory Commission, Planning Commission, and the City Council.

***MISSION***

The Planning and Permitting Division guides the community as it grows in meeting its long-range vision, land use, circulation, and public facilities and infrastructure needs, and maintaining its high quality of life.

***GOALS***

- ◇ Continue work on a Comprehensive General Plan Update and Downtown Rail Station Area Planning
- ◇ Implementation of the current General Plan that is used by citizens, local officials, and agencies as the primary policy framework for City growth and development.
- ◇ Complete Annexation Applications to LAFCO for the University Vista, UC Villages, Branford Point, and Baxter Ranches annexations.
- ◇ Completion of Zoning Ordinance/General Plan revisions to address City Council's Pro-Housing Strategy, LEAP and SB2 grant implementation, changes to State law, Housing Element programs, and others to streamline affordable housing development.
- ◇ Continued Implementation/Monitoring of Commercial Cannabis Business Ordinance/Permits, Inspections, and Ordinance Updates.
- ◇ Process development applications with a commitment to efficiency, problem solving, flexibility, and balancing of competing interests. Efficiently manage the City's development review process.

PLANNING AND PERMITTING

**OBJECTIVES**

**PERFORMANCE  
MEASUREMENTS/INDICATORS**

- |  |   |
|--|---|
| 1. Annexation Applications and Preapplications   | Completion of the Applications to the Local Agency Formation Commission (LAFCO) for Annexation of the University Vista, UC Villages, Branford Point and Baxter Ranches annexations by Spring 2025. Ongoing work on other annexations and annexation pre-applications as submitted.  |
| 2. Comprehensive General Plan Update & Downtown Rail Station Area Planning   | Funds were allocated in the FY 22-23 Budget to complete a Comprehensive General Plan Update and Downtown Rail Station Area Planning. The Request for Proposals will be issued in FY 23-24 with reward of the consultant contract expected by Fall 2024. Work on the Update is expected to take 2-4 years.   |
| 3. Zoning Ordinance/General Plan revisions to address City Council's Pro-Housing Strategy, LEAP and SB2 grant implementation, changes in State law, Housing Element programs, and affordable housing development streamlining efforts. | Various amendments to the Zoning Code, General Plan, and Subdivision Ordinance were identified in the City's Pro-Housing Strategy and the LEAP/SB 2 grants, including objective standards for housing, density bonus, pre-designed plans for ADU's/duplexes, mixed use standards, tiny homes, parking exemptions, etc.; as well as additional changes required to address issues identified in the Housing Element. The Pre-designed ADU's/duplexes were approved in FY 23-24, but the other tasks will be completed in FY 24-25. |
| 4. Housing Element Update and Implementation   | The City is working with MCAG on a Multi-Jurisdictional Housing Element update. It is anticipated that the update will be submitted to HCD for review in FY 23-24, but final approval will not be received until FY 24-25. It's anticipated that in order to meet the City's Regional Housing Needs Allocation (RHNA), the City will need to initiate the rezoning of certain properties. All property must be rezoned by January 2025 as well as completion of any the changes required to the Zoning Ordinance.                 |

PLANNING AND PERMITTING

**OBJECTIVES**

**PERFORMANCE  
MEASUREMENTS/INDICATORS**

- |   |   |
|---|---|
| 5. Annual inspections of Cannabis facilities.   | Provide training to staff or contract with a consultant to perform the required inspections of Cannabis facilities.   |
| 6. Complete Implementation of the Tyler Online Planning Permit Application Process and Complete Improvements to Various Planning Procedures   | Complete Tyler implementation and improvements to procedures by Spring 2025.  |
| 7. Continue to process major development applications (such as general plan amendments, zone changes, subdivision maps, conditional use permits, annexations, environmental reviews, CFD annexations, etc.) | Ongoing. Continue to bring the projects before the decision makers (City Council, Planning Commission, etc.) in a timely manner (generally 8-12 weeks after application). |
| 8. Continue to process minor development applications, such as Site Plan Approval applications, Minor Subdivisions, etc., as well as building permits and new business licenses.                            | Ongoing. Continue to process such applications within a 2-4 week time frame. Continue to explore streamlining opportunities to make all processes more efficient.         |
| 9. Continue to provide staff support to the City Council, Planning Commission, the Pedestrian/Bicycle Advisory Commission (PBAC), the Building & Housing Board of Appeals (BAHA), and others as needed.     | Agenda packets for meetings are made available at least 3 days prior to meetings. City Council and Planning Commission meet twice a month. PBAC meets 6 times per year.   |

**2024-2025 BUDGET HIGHLIGHTS**

- ◆ Complete LAFCO Applications for four annexations (University Vista, UC Villages, Branford Point, and Baxter Ranches)
- ◆ Continue work on the comprehensive General Plan Update and Downtown Station Area Planning.
- ◆ Complete Multi-Jurisdictional Housing Element and Associated Rezones and Zoning Ordinance Revisions
- ◆ Ensure the Zoning Ordinance is in compliance with state law.
- ◆ Streamlined development process and improvements to procedures.

Planning & Permitting

PERSONNEL

Number of Positions

Classification	Funded in	Dept. Head	City Mgr.	Council
	Budget 2023-24	Request 2024-25	Recom 2024-25	Approval
Dir of Development Svcs	0.35	0.35	0.35	0.35
Deputy Dev Services Dir	1.00	1.00	1.00	1.00
Principal Planner	1.00	1.00	1.00	1.00
Senior Planner	1.00	1.00	1.00	1.00
Assc Pln/Planner/Asst Pln	2.00	2.00	2.00	2.00
Dev Services Tech I/II	2.00	2.00	2.00	2.00
Management Analyst	1.00	1.00	1.00	1.00
Administrative Asst III	0.50	0.50	0.50	0.50
Administrative Asst I/II	1.00	1.00	1.00	1.00
	9.85	9.85	9.85	9.85

Planning

Expenses	Actual	Actual	Final Budget	Dept. Head	City Mgr.	Council
	2021-22	2022-23	2023-24	Request	Recom.	Approval
	2024-25	2024-25	2024-25	2024-25	2024-25	2024-25
Personnel Services	1,013,597	1,203,704	1,410,512	1,478,014	1,479,289	1,479,289
Supplies and Services	1,180,009	1,071,108	1,863,106	2,268,942	1,991,507	1,991,507
Acquisitions	0	0	0	5,500	5,500	5,500
Other	113,098	109,061	113,362	97,124	97,124	97,124
<b>TOTAL</b>	<b>2,306,704</b>	<b>2,383,873</b>	<b>3,386,980</b>	<b>3,849,580</b>	<b>3,573,420</b>	<b>3,573,420</b>

Financing Sources	Actual	Actual	Final Budget	Council
	2021-22	2022-23	2023-24	Approval
	2024-25	2024-25	2024-25	2024-25
Cannabis Application Fees	211,365	55,130	65,320	46,648
Cannabis Regulatory Fees	32,982	16,418	79,509	75,000
Strt Closure&Temp Encroachment	3,329	3,033	3,460	3,555
Cost Recovery	98,292	16,319	0	0
Annexations & Prezoning	40,934	1,386	241,854	282,629
Application Filing Fees	5,845	4,342	2,644	4,981
Building Permit Plan Checking	61,499	43,177	46,030	39,070
Conditional Use Permits	11,474	31,279	19,682	23,697
Design Rev & Hist Pres Permits	1,980	4,364	3,010	2,376
Env Imp Report (EIR) Mgmt Fee	0	0	56,092	3,500
Env Rev-Cat Exempt/Neg Decl	8,004	9,383	8,817	17,634
Env Rev-Mitigated Neg Decl	1,386	0	7,344	7,546
General Plan Amendments	52,026	8,908	27,340	10,584
Home Business Occupation Prmit	8,114	8,550	8,510	8,745
Minor Subdivisions	7,052	10,085	8,515	7,245
Site Plan Review Permits	24,409	24,356	18,800	19,319
Site Util Plan (SUP) Establ	44,012	5,632	86,186	169,590
Site Util (SUP) Revisions	0	277	2,493	3,009
Subdivision Maps-Final	49,554	23,444	23,804	42,805
Subdivision Maps-Tentative	30,271	34,918	29,972	69,694
Zone Changes	7,910	4,304	5,200	6,018
Zoning Letters	2,595	2,498	1,100	1,130
Developer Capital Fees	951,497	200,488	0	0
Sale of Plans, Maps, Ords&Pubs	9	50	30	20
Unclassified	3,550	108	3,674	0
Personnel Time Charged	577	60	452	0
Admin Reimb-Facilities Roadway	149,237	30,868	0	0
Admin Reimb-Facilities TrSgnls	9,106	4,213	0	0
Admin Reimb-Facilities Fire	20,379	15,970	17,033	17,265
Admin Reimb-Facilities Police	27,263	12,158	12,973	13,143
Admin Reimb-Facilities Parks	20,165	47,193	50,336	51,016
Admin Reimb-Facilities PWCorpY	0	1,834	1,956	1,985
Admin Reimb-Facilities InfoTec	0	1,422	1,526	1,540
Admin Reimb-Facilities AdminFe	0	60,662	51,914	29,713
Admin Reimb-Facilities Transpo	0	0	40,481	38,850
Interdept DSC-Parks & Comm Svc	10,760	11,244	12,711	13,102
Interdept DSC-Dev Svcs	11,130	11,781	12,964	12,645
Interdept DSC-WWtr System	104,822	113,183	117,754	116,940
Interdept DSC-Water System	104,822	113,183	117,754	116,940
Interdept DSC-Refuse Ops	2,500	2,500	1,667	2,500
Investment Earnings	111,940	73,265	63,750	89,710
Op Trsf-Gas Tax	7,743	7,677	7,627	7,500
Op Trsf-Amer Rescue Plan Act	3,700	0	0	0
Op Trsf-CFD-Dev Services	59,737	72,368	86,622	77,387
Other Revenue	4,734	1,295,843	2,040,074	2,138,389
<b>TOTAL</b>	<b>2,306,704</b>	<b>2,383,873</b>	<b>3,386,980</b>	<b>3,573,420</b>

**Fund No. 3000 - Planning**  
**Division No. 5020**

Acct. No.	Account Description	Actual	Actual	Final	Dept. Head	City Mgr.	Council
		2021-22	2022-23	Budget 2023-24	Request 2024-25	Recom. 2024-25	Approval 2024-25
501001	Regular Salaries	621,436	711,955	840,417	830,236	824,984	824,984
501002	Extra Help	16,877	3,140	19,041	20,792	20,792	20,792
501003	Regular Overtime	2,537	4,828	18,296	25,090	25,090	25,090
501101	Bilingual Pay Program	600	801	600	1,200	1,200	1,200
501107	Education Incentive Pay	1,292	612	600	3,000	3,000	3,000
502002	Unused Sick Leave	2,699	2,780	2,888	0	0	0
502003	Earned Benefit	11,803	53,440	33,803	41,281	41,281	41,281
503002	Vehicle Allowance	2,896	2,879	3,301	3,377	3,377	3,377
504001	Social Security-OASDI	38,363	46,649	54,194	54,208	54,093	54,093
504002	Social Security-Medicare	9,400	11,103	13,042	12,979	12,952	12,952
504003	PTS Plan FICA Alternative	224	41	248	270	270	270
505001	Retirement PERS Classic	23,872	28,678	20,892	11,429	11,429	11,429
505002	Retirement PERS Lateral	4,852	5,041	5,620	0	0	0
505003	Retirement PERS New PEPR	25,819	27,240	52,010	66,565	66,073	66,073
505005	Retrmnt Unfunded Acc Liab Misc	112,903	146,405	136,059	157,267	155,468	155,468
506001	State Unemployment	2,037	0	0	0	0	0
506101	Core Allowance	104,374	120,527	172,655	200,270	209,919	209,919
506102	Workers Compensation	3,203	4,525	3,536	3,011	2,322	2,322
506110	Post Employment Benefits	28,410	33,060	33,310	47,039	47,039	47,039
	<b>Personnel Expense</b>	<b>1,013,597</b>	<b>1,203,704</b>	<b>1,410,512</b>	<b>1,478,014</b>	<b>1,479,289</b>	<b>1,479,289</b>
511002	Telephone	643	599	981	1,185	1,185	1,185
511003	Postage & Mailing	948	957	8,284	8,464	8,464	8,464
511004	Printing	4,286	2,718	5,004	3,241	3,241	3,241
511005	Office Supplies	13,429	14,300	14,710	16,424	16,424	16,424
511006	Advertising	3,011	1,462	8,132	8,129	8,129	8,129
511007	Office Equip & Maintenance	2,470	4,983	5,095	7,900	7,900	7,900
511008	Electronic, Tech & Other Equip	0	0	0	8,850	8,850	8,850
511009	Software	0	0	0	7,016	7,016	7,016
511010	Rents & Leases	783	781	1,725	642	642	642
511011	Certs,Memberships&Subscription	8,915	7,106	16,199	20,025	20,025	20,025
511012	Professional Services	658,772	372,629	1,062,117	1,343,073	1,143,073	1,143,073
511014	Equipment Ops & Maintenance	0	0	0	3,075	3,075	3,075
511019	Mileage	0	0	108	111	111	111
511020	Training Expense	4,287	9,560	25,096	31,224	31,224	31,224
511021	Travel and Meetings	2,477	11,403	24,181	26,426	26,426	26,426
511029	Contingency Reserve	0	0	25,000	25,000	25,000	25,000
511301	Non-operating Mats & Supplies	442	150	3,101	1,800	1,800	1,800
	Retro Fees	50	0	0	0	0	0
547001	Dept Share of Insurance	26,025	33,368	39,681	55,230	55,230	55,230
547006	Facilities Maint Charge	79,726	70,853	79,024	82,623	75,420	75,420
547007	Computer Replacement Chrg	0	9,900	926	0	0	0
547009	Support Services	62,536	85,948	109,064	139,131	125,863	125,863
	<b>Supplies and Services</b>	<b>868,800</b>	<b>626,717</b>	<b>1,428,428</b>	<b>1,789,569</b>	<b>1,569,098</b>	<b>1,569,098</b>
520500	Adm Exp-City Council	9,646	16,658	18,186	19,134	16,638	16,638
521000	Adm Exp-City Manager	30,181	49,811	46,829	53,012	45,253	45,253
521010	Adm Exp-City Clerk	21,186	26,290	24,312	30,955	23,851	23,851
521500	Adm Exp-City Attorney	9,136	29,678	19,664	25,859	10,276	10,276
522000	Adm Exp-Finance	95,556	143,718	136,231	160,294	137,658	137,658
522050	Adm Exp-Purchasing	9,684	15,262	14,880	17,311	14,730	14,730

**Fund No. 3000 - Planning**  
**Division No. 5020**

<b>Acct. No.</b>	<b>Account Description</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
	Administration	175,389	281,417	260,102	306,565	248,406	248,406
531000	Interdept DSC-General Fund	55,055	86,044	91,552	92,585	92,545	92,545
533000	Interdept DSC-Develop Svc	71,540	76,930	83,024	80,223	81,458	81,458
537000	Interdept DSC-Pub Works	9,225	0	0	0	0	0
	Interdepartmental	135,820	162,974	174,576	172,808	174,003	174,003
590001	Office Equip&Furniture CapAsst	0	0	0	5,500	5,500	5,500
	Acquisition	0	0	0	5,500	5,500	5,500
621000	Op Trsf-General Fund	103,226	97,675	101,976	90,166	90,166	90,166
627008	Op Trsf-Support Services	8,856	11,386	11,386	6,958	6,958	6,958
627009	Op Trsf-PC Maintenance & Repai	1,016	0	0	0	0	0
	Other	113,098	109,061	113,362	97,124	97,124	97,124
	Planning	2,306,704	2,383,873	3,386,980	3,849,580	3,573,420	3,573,420

## PLANNING AND PERMITTING

- 511006 Public hearing notices and display ads.
- 511009 Ariel imagery, ESRI.
- 511012 Miscellaneous recording fees and Zoning Map updates; Notary Public expenses, prior year encumbrance for contract for consultants related to, consultants for environmental assessment/annexation consultants (will be reimbursed by applicants), and consultants for Cannabis Business Inspections, and General Plan Update (includes Housing Element).
- 511021 American Planning Association section meetings and state and national conferences; League of California Cities Planning Commissioner Academy; ESRI conference; staff trainings and conferences; meetings with consultants; and meetings in other Central Valley cities.
- 511020 Staff technical training and conferences; Planning Commission field trips and workshops related to planning law, Subdivision Map Act, environment and development, and registration fees associated with conferences outlined in Line 511021 above.
- 511011 Memberships (i.e. American Planning Association); Subscriptions (i.e. State Office of Planning and Research Reports; ITE Trip Generation Handbooks; Merced Sun-Star; Merced County Times; Zoning News); Planning, CEQA related publications; Computer software licenses and User Fees; Notary Public Memberships and Insurance.



CA Local Early Action Plan

Expenses	Actual	Actual	Final Budget	Dept. Head	City Mgr.	Council
	2021-22	2022-23	2023-24	Request	Recom.	Approval
	2021-22	2022-23	2023-24	2024-25	2024-25	2024-25
Supplies and Services	0	74,073	116,800	105,140	105,140	105,140
TOTAL	0	74,073	116,800	105,140	105,140	105,140

Financing Sources	Actual	Actual	Final Budget	Council
	2021-22	2022-23	2023-24	Approval
	2021-22	2022-23	2023-24	2024-25
Other State Grants	0	74,073	116,800	105,140
Other Revenue	0	0	0	0
TOTAL	0	74,073	116,800	105,140

**Fund No. 2014 - CA Local Early Action Plan**  
**Division No. 5020**

<b>Acct. No.</b>	<b>Account Description</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
511012	Professional Services	0	74,073	116,800	105,140	105,140	105,140
	Supplies and Services	0	74,073	116,800	105,140	105,140	105,140
	CA Local Early Action Plan	0	74,073	116,800	105,140	105,140	105,140

## **HOUSING**

**FUND NOS. 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2512, 2513, 2514, 2515, 5009, & 8008**

**DIVISION NOS. 5500, 5510, & 8000**

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### ***DESCRIPTION***

The City of Merced Housing Division receives yearly allocations of federal Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME) funds from the U.S. Department of Housing and Urban Development (HUD) on a formula basis, as well as infrequent special funding allocations to formula grantees (such as 2020 CARES Act or 2021 American Rescue Plan Act distributions). The amount is dependent upon the allocation level established by the U.S. Congress.

Through community needs assessments, a Consolidated/Five-Year Strategic Plan (ConPlan), and yearly project programming through an Annual Action Plan process, the Housing Division distributes these funds annually to the community to address the community's identified housing, public service, economic development, and public facility and infrastructure needs, with most of the funds being directed to low- to moderate-income and special needs populations and low-income geographic/census tract areas within the city limits. The ConPlan lays broad expenditure and outcome goals over a specific five-year period, and each Annual Action Plan yearly cycle outlines specific projects within those ConPlan goal areas, the funding required, and the expected outcomes from each.

The use of CDBG and HOME funds must keep within HUD's established guidelines and regulations. Examples of eligible activities are sewer, water, and sidewalk/street infrastructure improvement projects, public facility construction and improvements, homelessness prevention, youth, and elderly public services programs, and the financing of multi-family affordable housing developments and single- or multi-family rehabilitation projects.

The Housing Division also looks for State of California Housing and Community Development (CA HCD) grant funding opportunities to further address the housing and service needs of the community, often in combination with its yearly federal funding distributions.

The Housing Division also manages a first-time homebuyer (FTHB) and rehabilitation loan portfolio, generated from past year and currently active Federal and State funds and programs for residents who were able to take advantage of these funds and programs.

### ***MISSION***

The City of Merced Housing Division strives to provide and maintain affordable housing, public services, infrastructure improvements, and public facilities for low to moderate-income residents by using federal and state funding resources, as well as ensuring that Merced residents have equal and fair opportunities to housing options.

### **GOALS**

- Through CDBG funds, provide public service/supportive service grants to local agencies and non-profit organizations towards programs and activities that address the community's greatest and most urgent needs, including but not limited to programs and planning to prevent homelessness, teach and develop life and job skills, and prevent housing discrimination.
- Continue to seek funding opportunities, supportive programs, and establish deeper partnerships with local agencies and organizations to help respond to the community's housing or service needs, including any unexpected or urgent needs that occur as a result of natural, manmade, or public health emergencies, such as assisting with the coordination of needed services and resources.
- Partner with public housing agencies, affordable housing developers, and non-profit organizations to subsidize, construct, and manage permanent affordable housing and the 'wrap-around' permanent supportive services necessary to serve special needs populations where they are housed.
- Continue to look for new funding resources and streamlining mechanisms to help increase the number of safe, rentable housing units in the City.
- Continue to partner with State agencies and community-based organizations to provide first time homebuyer funding assistance and education to qualified low-income households.
- Strive to maintain our current housing stock by continuing to partner with State agencies and community-based organizations to provide owner-occupied rehabilitation grants for low-income homeowners, in order to help them afford to maintain their homes in a safe and healthy manner.
- Improve fair housing services, resources, and education to area residents, and look for ways to increase the effectiveness of tenant/landlord education, information, and provision of resources to Merced residents.
- Continue to set aside HUD and State funding for public facilities and infrastructure improvement projects that will enable the City's parks and other recreation facilities, streets, sidewalks, and other public infrastructure to become more energy efficient, safe, and accessible to all residents, especially to those in lower income areas within the City.

HOUSING

**OBJECTIVES**

**PERFORMANCE  
MEASUREMENTS/INDICATORS**

- |  |  |
|--|--|
| 1. Grant Opportunities   | Continually seek State, Federal, and other grant opportunities, and partnerships with local organizations for the development and maintenance of the City's affordable housing stock.  |
| 2. Rehabilitation of properties either vacant or occupied by Low to Moderate Income households | Partner with community based organizations and homeowners to rehabilitate properties needing health and safety repairs.  |
| 3. Provide First Time Homebuyer Loans to Low and Moderate Income Households                    | Partner with community based organizations to provide new loans to qualified first time homebuyers.  |
| 4. NSP3 Program (HUD)  | Work with HUD to close out the NSP3 Grant and transfer residual income to Community Development Block Grant program.   |
| 5. Monitoring  | Renewed/continued monitoring by Housing Division staff of CDBG and/or HOME-assisted single- and multi-family housing facilities, FTHB program loans, subrecipient-owned rental units, and all other program subrecipients, including public service programs. This also includes continued/future monitoring of all housing projects built, projects in progress, and/or projects rehabilitated with HUD funds, to ensure project goals continue to be carried out and maintained properly. Assist subrecipients with the implementation of programs to ensure long-term compliance. |
| 6. Fair Housing  | Continue our partnership with a vendor to provide fair housing services and look for ways to educate property managers and renters regarding rights, best practices, and regulations.  |
| 7. Grant Administration  | Continue to administer each grant received based on grant specific policies and procedures, including closeout of  |

HOUSING

grants once all related expenditures and required actions have been completed.

- 8. Housing Assets (Fund 2513/5009) Continue to facilitate partnerships with local non-profit and affordable housing organizations to develop affordable housing.

**2024-2025 BUDGET HIGHLIGHTS**

- CDBG, HOME  
Community Housing Development Organization (CHDO) or other qualified Non-Profit Organizations  
  
Low-income housing projects  
  
Work with community-based housing development and/or qualified non-profit organizations to acquire land for or rehabilitate and/or construct low-moderate income rental housing. Assist developers with obtaining grants and establishing partnerships with community service providers.
- CDBG, HOME & HCD/CalHome  
Rehabilitation and/or reconstruction of owner-occupied housing units and Accessory Dwelling Units (ADUs)  
  
Rehabilitate and/or reconstruct low-moderate income units, including ADU units. Continue partnerships with Habitat for Humanity and Self-Help Enterprises for owner-occupied rehabilitation.
- HCD/CalHome 06, 12 & 21  
  
Partnering with Self-Help Enterprises to provide down-payment assistance and closing costs to qualified FTHB applicants.
- HOME, CA HCD  
Multi-Family Development Projects  
  
Work with our development partners and other City departments and Divisions to ensure these projects are moving forward.
- CDBG, HOME  
Public Service Programs  
  
Use funds for eligible HUD allowable public service programs to help address the greatest community needs, identified through community surveys and other public input.
- CDBG  
Permanent Supportive Housing  
  
Partner with community non-profit organizations with the acquisition, rehabilitation and/or construction of affordable and/or permanent supportive housing units (1- to 4-unit projects).

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- CDBG  
Public Facilities and Infrastructure Improvement projects. Continue to work with other City Departments to design, fund, install, and improve sewer and water mains, storm water systems, sidewalks, parks and recreation, and other City public facilities in order to provide and improve place, safety, and accessibility in neighborhoods and public areas.
  
- CA HCD Grants
  - SB2 Planning Grant
  - Permanent Local Housing Allocation (PLHA) funds
  - Local Early Action Planning (LEAP)
  - Regional Early Action Planning (REAP)
  - Homekey
  - 2023 Super NOFA grants
  - Other not listed/tbd
 Coordinate with other Development Services Department staff and developers to continue implementing all State housing grant awards, to encourage and enable the production of affordable housing units. This includes continued/future monitoring by Housing Division staff of all housing projects built and/or rehabilitated with these awards to ensure project goals continue to be carried out and maintained properly.

**FUNDS AND ACCOUNTS**

The various program-funding sources described above are handled through the following funds and accounts in the City’s financial system:

FUND	ACCOUNT	PROGRAM
2500	5500	Housing Admin
2501	5500	CDBG Program
2502	5500	HOME Program
2503	5500	Unrestricted Program Income
2504	5500	BEGIN 94 Program
2505	5500	State HOME Funds, 1992
2506	5500	State HOME Funds, 1993
2507	5500	CalHome-06 Program
2508	5500	BEGIN 06 Program
2509	5500	Neighborhood Stabilization (NSP1)
2510	5500	Neighborhood Stabilization (NSP3)
2512	5500	CalHome-12 Program
2513	5510	LMI Housing
2514	5500	Affordable Housing Sustainable Communities
2515	5500	CalHome-21 Program
5009	5510	LMI Housing Capital Improvement Projects
8008	8000	Housing Debt Service (HUD 108 Loan)

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PERSONNEL	Number of Positions			
	Funded in Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom 2024-25	Council Approval
Dir of Development Svcs	0.15	0.15	0.15	0.15
Housing Program Suprvsr	1.00	1.00	1.00	1.00
Housing Program Spec I/II	1.00	1.00	1.00	1.00
Housing Specialist	1.00	1.00	1.00	1.00
	3.15	3.15	3.15	3.15



Housing Administration

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom. 2024-25	Council Approval 2024-25
<b>EXPENSES</b>						
Personnel Services	356,122	436,501	453,373	472,239	479,956	479,956
Supplies and Services	102,960	97,562	893,888	1,089,963	1,047,246	1,047,246
Acquisitions	0	0	11,000	0	0	0
Other	18,998	24,426	24,426	14,927	14,927	14,927
<b>TOTAL</b>	<b>478,080</b>	<b>558,489</b>	<b>1,382,687</b>	<b>1,577,129</b>	<b>1,542,129</b>	<b>1,542,129</b>

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Council Approval 2024-25
<b>FINANCING SOURCES</b>				
Personnel Time Charged CIP	0	0	172,788	45,849
Interdept DSR-CDBG	603,348	370,962	441,721	228,263
Interdept DSR-Federal Home	32,477	30,000	536,716	361,481
Interdept DSR-NSP 3	0	0	6,443	6,443
Interdept DSR-LMI Housing	21,104	13,709	69,999	25,000
Investment Earnings	0	1,619	0	840
Other Revenues	-178,849	142,199	155,020	874,253
<b>TOTAL</b>	<b>478,080</b>	<b>558,489</b>	<b>1,382,687</b>	<b>1,542,129</b>

Fund No. 2500 - Housing Administration  
Division No. 5500

ACCT. NO.	ACCOUNT DESCRIPTION	Actual	Actual	Final	Dept. Head	City Mgr.	Council
		2021-22	2022-23	Budget 2023-24	Request 2024-25	Recom. 2024-25	Approval 2024-25
501001	Regular Salaries	194,676	255,590	259,279	263,361	269,308	269,308
501003	Regular Overtime	6,404	5,293	5,000	5,000	5,000	5,000
501107	Education Incentive Pay	2,116	3,630	3,600	1,200	1,200	1,200
502003	Earned Benefit	3,204	3,933	4,674	4,923	4,923	4,923
503002	Vehicle Allowance	1,241	1,234	1,415	1,447	1,447	1,447
504001	Social Security-OASDI	11,832	15,412	15,705	16,147	16,515	16,515
504002	Social Security-Medicare	2,811	3,668	3,712	3,776	3,863	3,863
505001	Retirement PERS Classic	12,855	14,652	15,705	16,546	16,546	16,546
505002	Retirement PERS Lateral	2,080	2,160	2,409	0	0	0
505003	Retirement PERS New PEPRA	2,397	5,613	6,622	8,209	8,766	8,766
505005	Retrmtnt Unfunded Acc Liab Misc	38,206	41,943	42,296	49,887	50,751	50,751
506101	Core Allowance	60,658	68,196	77,545	86,094	86,094	86,094
506102	Workers Compensation	835	409	423	466	360	360
506110	Post Employment Benefits	16,807	14,768	14,988	15,183	15,183	15,183
	Personnel Services	356,122	436,501	453,373	472,239	479,956	479,956
511002	Telephone	59	52	29	0	0	0
511003	Postage & Mailing	83	452	400	400	400	400
511005	Office Supplies	4,478	3,613	6,800	6,000	6,000	6,000
511006	Advertising	429	471	500	500	500	500
511011	Certs,Memberships&Subscription	1,486	1,435	1,851	2,185	2,185	2,185
511012	Professional Services	3,410	3,410	3,910	500	500	500
511013	Operating Mats, Svcs&Supplies	0	0	0	934,781	894,020	894,020
511020	Training Expense	0	246	1,500	1,500	1,500	1,500
511021	Travel and Meetings	0	0	2,000	2,000	2,000	2,000
511029	Contingency Reserve	0	0	25,000	25,000	25,000	25,000
511301	Non-operating Mats & Supplies	0	200	736,304	0	0	0
547001	Dept Share of Insurance	4,889	4,052	4,052	4,052	4,052	4,052
547004	Vehicle Operations	0	0	0	0	0	0
547006	Facilities Maint Charge	21,652	19,243	21,462	22,439	20,483	20,483
547009	Support Services	18,093	18,384	18,465	18,465	18,465	18,465
	Supplies and Services	54,579	51,558	822,273	1,017,822	975,105	975,105
520500	Adm Exp-City Council	0	0	0	0	0	0
521000	Adm Exp-City Manager	8,143	8,143	8,143	8,143	8,143	8,143
521010	Adm Exp-City Clerk	7,550	5,173	5,784	6,310	6,310	6,310
521500	Adm Exp-City Attorney	1,363	1,363	1,363	1,363	1,363	1,363
522000	Adm Exp-Finance	27,720	27,720	27,720	27,720	27,720	27,720
522050	Adm Exp-Purchasing	3,605	3,605	3,605	3,605	3,605	3,605
	Administrative	48,381	46,004	46,615	47,141	47,141	47,141
531000	Interdept DSC-General Fund	0	0	25,000	25,000	25,000	25,000
	Interdepartmental	0	0	25,000	25,000	25,000	25,000
590002	Operating Equip Capital Assets	0	0	11,000	0	0	0
	Acquisitions	0	0	11,000	0	0	0

**Fund No. 2500 - Housing Administration**  
**Division No. 5500**

<b>ACCT. NO.</b>	<b>ACCOUNT DESCRIPTION</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
627008	Op Trsf-Support Services	18,998	24,426	24,426	14,927	14,927	14,927
	Other	18,998	24,426	24,426	14,927	14,927	14,927
	Housing Administration	478,080	558,489	1,382,687	1,577,129	1,542,129	1,542,129

## HOUSING

- 511002 Telephone expenses associated with implementing and maintaining Housing programs.
- 511003 Postage expenses associated with implementing and maintaining Housing programs including, stamps, postage machine postage, FedEx, UPS, and other mailing charges.
- 511005 Office supplies for implementing and maintaining Housing programs.
- 511006 Public hearing notices and other advertising.
- 511007 Purchase of miscellaneous small office equipment. Funds also available for copier maintenance.
- 511011 Merced Sun-Star subscription fees, and other miscellaneous subscription fees.
- 511012 Annual audit costs, translation services and other miscellaneous professional services.
- 511013 Operating materials, supplies, services, and miscellaneous other expenses.
- 511020 Registration for miscellaneous conferences, seminars, and other training programs.
- 511021 Miscellaneous travel expenses including hotel, meals, airline costs, parking, and tolls for trainings and meetings.
- 590002 Purchase of miscellaneous machinery and equipment costing more than \$5,000.
- 590009 Purchase of miscellaneous software licenses and software costing less than \$5,000.

Community Development Block Grant

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom. 2024-25	Council Approval 2024-25
<b>EXPENSES</b>						
Supplies and Services	2,863,767	3,147,766	3,281,393	1,621,865	1,402,224	1,424,418
Other	0	0	0	107,432	107,432	107,432
<b>TOTAL</b>	<b>2,863,767</b>	<b>3,147,766</b>	<b>3,281,393</b>	<b>1,729,297</b>	<b>1,509,656</b>	<b>1,531,850</b>

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Council Approval 2024-25
<b>FINANCING SOURCES</b>				
Federal Grants-CDBG	402,914	1,574,191	1,869,147	1,415,510
Fed Grt/Cares Act/CDBG-CV	362,323	132,433	0	0
Investment Earnings	38,186	12,522	13,060	8,340
CDBG Loan Repayment	183,701	388,277	93,000	108,000
Other Revenues	1,876,643	1,040,343	1,306,186	0
<b>TOTAL</b>	<b>2,863,767</b>	<b>3,147,766</b>	<b>3,281,393</b>	<b>1,531,850</b>

**Fund No. 2501 - Community Development Block Grant**  
**Division No. 5500**

ACCT. NO.	ACCOUNT DESCRIPTION	Actual	Actual	Final	Dept. Head	City Mgr.	Council
		2021-22	2022-23	Budget 2023-24	Request 2024-25	Recom. 2024-25	Approval 2024-25
511003	Postage & Mailing	405	463	500	500	500	500
511006	Advertising	2,930	5,224	5,000	6,000	6,000	6,000
511012	Professional Services	0	114,000	38,000	113,000	113,000	113,000
511013	Operating Mats, Svcs&Supplies	0	0	0	663,102	503,461	525,655
511021	Travel and Meetings	0	0	1,000	1,000	1,000	1,000
511038	Community Support	0	129,832	0	0	0	0
511040	Housing Acquis, Build & Rehab	0	1,811,897	0	300,000	300,000	300,000
511301	Non-operating Mats & Supplies	2,257,084	715,388	2,795,172	250,000	250,000	250,000
	Supplies and Services	2,260,419	2,776,804	2,839,672	1,333,602	1,173,961	1,196,155
532500	Interdept DSC-Housing Admin	603,348	370,962	441,721	288,263	228,263	228,263
	Interdepartmental	603,348	370,962	441,721	288,263	228,263	228,263
625005	Op Trsf-Streets & Signals CIP	0	0	0	107,432	107,432	107,432
	Other	0	0	0	107,432	107,432	107,432
	CDBG Funds	2,863,767	3,147,766	3,281,393	1,729,297	1,509,656	1,531,850

## CDBG FUNDS

- 511003 Postage expenses associated with implementing and maintaining the CDBG Program including, stamps, postage machine postage, FedEx, UPS, and other mailing charges.
- 511006 Advertisement of CDBG grant application process, legal and public hearing notices, and program promotion.
- 511012 Continuum of Care, Fair Housing, and other miscellaneous professional services
- 511021 Travel and Meeting expenses for U.S. Dept. of HUD workshops, trainings, conferences, seminars, and miscellaneous meetings. Expenses including hotel, meals, airline costs, parking, and tolls.
- 511013 Operating materials, supplies, services, and miscellaneous other expenses.
- 511038 Community Support – Public Service activities, including, but not limited to: Employment services, crime prevention and public safety, childcare, health services, substance abuse services, fair housing services, education programs, services for senior citizens, services for homeless persons, and recreational services.
- 511039 Funds available to first time home buyers, including, but not limited to assistance with down payment, closing costs, and other miscellaneous expenses to purchase an existing or newly constructed home.
- 511040 Funds available to assist with property acquisition, new construction, housing rehabilitation, housing reconstruction, and other miscellaneous expenses.

HOME Funds

<b>EXPENSES</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
Supplies and Services	48,489	73,988	5,600,425	1,777,658	1,777,777	1,655,141
<b>TOTAL</b>	<b>48,489</b>	<b>73,988</b>	<b>5,600,425</b>	<b>1,777,658</b>	<b>1,777,777</b>	<b>1,655,141</b>

<b>FINANCING SOURCES</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Council Approval 2024-25</b>
Federal Grants-HOME	74,931	73,988	2,769,078	1,536,192
Investment Earnings	50,179	42,764	44,920	58,830
Repayment on Loan	632,981	230,225	54,000	60,000
Other Revenues	-709,602	-272,989	2,732,427	119
<b>TOTAL</b>	<b>48,489</b>	<b>73,988</b>	<b>5,600,425</b>	<b>1,655,141</b>



Fund No. 2502 - HOME Funds  
 Division No. 5500

ACCT. NO.	ACCOUNT DESCRIPTION	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom. 2024-25	Council Approval 2024-25
511012	Professional Services	16,012	43,988	33,360	33,360	33,360	33,360
511013	Operating Mats, Svcs&Supplies	0	0	0	1,382,817	1,382,936	1,260,300
511301	Non-operating Mats & Supplies	0	0	5,030,349	0	0	0
	Supplies and Services	16,012	43,988	5,063,709	1,416,177	1,416,296	1,293,660
532500	Interdept DSC-Housing Admin	32,477	30,000	536,716	361,481	361,481	361,481
	Interdepartmental	32,477	30,000	536,716	361,481	361,481	361,481
	HOME Funds	48,489	73,988	5,600,425	1,777,658	1,777,777	1,655,141

## HOME FUNDS

- 511012 Fair Housing, and other miscellaneous professional services.
- 511013 Operating materials, supplies, services, and miscellaneous other expenses.
- 511039 Funds available to first time home buyers, including, but not limited to assistance with down payment, closing costs, and other miscellaneous expenses to purchase an existing or newly constructed home.
- 511040 Funds available to assist with property acquisition, new construction, housing rehabilitation, housing reconstruction, and other miscellaneous expenses.

BEGIN Program

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom. 2024-25	Council Approval 2024-25
<b>EXPENSES</b>						
Supplies and Services	0	0	114,676	119,949	119,949	119,949
<b>TOTAL</b>	0	0	114,676	119,949	119,949	119,949

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Council Approval 2024-25
<b>FINANCING SOURCES</b>				
Investment Earnings	2,175	1,513	1,830	2,250
Repayment on Loan	2,400	2,400	2,400	2,400
Other Revenues	-4,575	-3,913	110,446	115,299
<b>TOTAL</b>	0	0	114,676	119,949

**Fund No. 2504 - BEGIN Program**  
**Division No. 5500**

<b>ACCT. NO.</b>	<b>ACCOUNT DESCRIPTION</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
511301	Non-operating Mats & Supplies	0	0	114,676	119,949	119,949	119,949
	Supplies and Services	0	0	114,676	119,949	119,949	119,949
	BEGIN Program	0	0	114,676	119,949	119,949	119,949

**BEGIN PROGRAM**

- 511013 Operating materials, supplies, services, and miscellaneous other expenses.
- 511039 Funds available to first time home buyers, including, but not limited to assistance with down payment, closing costs, and other miscellaneous expenses to purchase an existing or newly constructed home.
- 511040 Funds available to assist with property acquisition, new construction, housing rehabilitation, housing reconstruction, and other miscellaneous expenses.

State Home Funds 1992

<b>EXPENSES</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
Supplies and Services	0	0	128,384	141,074	141,074	141,074
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>128,384</b>	<b>141,074</b>	<b>141,074</b>	<b>141,074</b>

<b>FINANCING SOURCES</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Council Approval 2024-25</b>
Investment Earnings	0	1,594	0	2,450
Repayment on Loan	0	8,867	0	8,400
Other Revenues	0	-10,461	128,384	130,224
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>128,384</b>	<b>141,074</b>

Fund No. 2505 - State Home Funds 1992  
 Division No. 5500

ACCT. NO.	ACCOUNT DESCRIPTION	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom. 2024-25	Council Approval 2024-25
511301	Non-operating Mats & Supplies	0	0	128,384	141,074	141,074	141,074
	Supplies and Services	0	0	128,384	141,074	141,074	141,074
	State Home Funds 1992	0	0	128,384	141,074	141,074	141,074

### **STATE HOME (1992) FUNDS**

- 511013 Operating materials, supplies, services, and miscellaneous other expenses.
- 511039 Funds available to first time home buyers, including, but not limited to assistance with down payment, closing costs, and other miscellaneous expenses to purchase an existing or newly constructed home.
- 511040 Funds available to assist with property acquisition, new construction, housing rehabilitation, housing reconstruction, and other miscellaneous expenses.



State Home Funds 1993

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom. 2024-25	Council Approval 2024-25
<b>EXPENSES</b>						
Supplies and Services	0	0	362,229	376,042	376,042	376,042
TOTAL	0	0	362,229	376,042	376,042	376,042

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Council Approval 2024-25
<b>FINANCING SOURCES</b>				
Investment Earnings	0	6,057	0	6,810
Repayment on Loan	0	17,536	0	14,000
Other Revenues	0	-23,593	362,229	355,232
TOTAL	0	0	362,229	376,042

**Fund No. 2506 - State Home Funds 1993**  
**Division No. 5500**

<b>ACCT. NO.</b>	<b>ACCOUNT DESCRIPTION</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
511301	Non-operating Mats & Supplies	0	0	362,229	376,042	376,042	376,042
	Supplies and Services	0	0	362,229	376,042	376,042	376,042
	State Home Funds 1993	0	0	362,229	376,042	376,042	376,042

## STATE HOME (1993) FUNDS

- 511013 Operating materials, supplies, services, and miscellaneous other expenses.
- 511039 Funds available to first time home buyers, including, but not limited to assistance with down payment, closing costs, and other miscellaneous expenses to purchase an existing or newly constructed home.
- 511040 Funds available to assist with property acquisition, new construction, housing rehabilitation, housing reconstruction, and other miscellaneous expenses.

CalHOME 06 Grant

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom. 2024-25	Council Approval 2024-25
<b>EXPENSES</b>						
Supplies and Services	0	0	349,507	357,010	357,010	357,010
<b>TOTAL</b>	0	0	349,507	357,010	357,010	357,010

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Council Approval 2024-25
<b>FINANCING SOURCES</b>				
Investment Earnings	0	6,363	0	6,960
Repayment on Loan	17,534	1,000	600	0
Other Revenues	-17,534	-7,363	348,907	350,050
<b>TOTAL</b>	0	0	349,507	357,010

**Fund No. 2507 - CalHOME 06 Grant**  
**Division No. 5500**

<b>ACCT. NO.</b>	<b>ACCOUNT DESCRIPTION</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
511301	Non-operating Mats & Supplies	0	0	349,507	357,010	357,010	357,010
	Supplies and Services	0	0	349,507	357,010	357,010	357,010
	CalHOME 06 Grant	0	0	349,507	357,010	357,010	357,010

### **CALHOME-06 PROGRAM**

- 511013 Operating materials, supplies, services, and miscellaneous other expenses.
- 511039 Funds available to first time home buyers, including, but not limited to assistance with down payment, closing costs, and other miscellaneous expenses to purchase an existing or newly constructed home.
- 511040 Funds available to assist owner-occupied property with housing rehabilitation, new construction of ADUs and JADUs, and other miscellaneous expenses.

BEGIN Grants

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom. 2024-25	Council Approval 2024-25
<b>EXPENSES</b>						
Supplies and Services	0	0	77,878	79,747	79,747	79,747
<b>TOTAL</b>	0	0	77,878	79,747	79,747	79,747

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Council Approval 2024-25
<b>FINANCING SOURCES</b>				
Investment Earnings	0	1,059	0	1,560
Other Revenues	0	-1,059	77,878	78,187
<b>TOTAL</b>	0	0	77,878	79,747

**Fund No. 2508 - BEGIN Grants**  
**Division No. 5500**

<b>ACCT. NO.</b>	<b>ACCOUNT DESCRIPTION</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
511301	Non-operating Mats & Supplies	0	0	77,878	79,747	79,747	79,747
	Supplies and Services	0	0	77,878	79,747	79,747	79,747
	BEGIN Grants	0	0	77,878	79,747	79,747	79,747



**BEGIN (SILVERLEAF) PROGRAM**

- 511013 Operating materials, supplies, services, and miscellaneous other expenses.
- 511039 Funds available to first time home buyers, including, but not limited to assistance with down payment, closing costs, and other miscellaneous expenses to purchase an existing or newly constructed home.

Neighborhood Stabilization 1

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom. 2024-25	Council Approval 2024-25
<b>EXPENSES</b>						
Supplies and Services	0	0	111,405	203,059	203,059	203,059
TOTAL	0	0	111,405	203,059	203,059	203,059

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Council Approval 2024-25
<b>FINANCING SOURCES</b>				
Investment Earnings	2,996	2,550	2,940	3,830
Repayment on Loan	40,482	10,395	4,200	3,400
Other Revenues	-43,478	-12,945	104,265	195,829
TOTAL	0	0	111,405	203,059

**Fund No. 2509 - Neighborhood Stabilization 1**  
**Division No. 5500**

<b>ACCT. NO.</b>	<b>ACCOUNT DESCRIPTION</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
511301	Non-operating Mats & Supplies	0	0	111,405	203,059	203,059	203,059
	Supplies and Services	0	0	111,405	203,059	203,059	203,059
	Neighborhood Stabilization 1	0	0	111,405	203,059	203,059	203,059

**NEIGHBORHOOD STABILIZATION PROGRAM 1 (NSP1)**

511013 Funds to be returned to the State of California from first-time home buyer loan monthly payments and loan payoffs. Loans were provided to first-time home buyers to purchase foreclosed properties. The NSP1 Program is closed, and all program income is to be returned to the State of California.

Neighborhood Stabilization 3

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom. 2024-25	Council Approval 2024-25
<b>EXPENSES</b>						
Supplies and Services	0	0	29,384	30,602	30,602	30,602
<b>TOTAL</b>	0	0	29,384	30,602	30,602	30,602

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Council Approval 2024-25
<b>FINANCING SOURCES</b>				
Investment Earnings	0	808	0	1,190
Other Revenues	0	-808	29,384	29,412
<b>TOTAL</b>	0	0	29,384	30,602

**Fund No. 2510 - Neighborhood Stabilization 3**  
**Division No. 5500**

<b>ACCT. NO.</b>	<b>ACCOUNT DESCRIPTION</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
511301	Non-operating Mats & Supplies	0	0	22,941	24,159	24,159	24,159
	Supplies and Services	0	0	22,941	24,159	24,159	24,159
532500	Interdepartmental DSC-Housing	0	0	6,443	6,443	6,443	6,443
	Interdepartmental	0	0	6,443	6,443	6,443	6,443
	Neighborhood Stabilization 3	0	0	29,384	30,602	30,602	30,602

**NEIGHBORHOOD STABILIZATION PROGRAM 3 (NSP3)**

- 511012 Professional Service expenses for Realtor Contracts, Landscaping Contracts, and House Cleaning Contracts.
- 511013 Operating materials, supplies, services, and miscellaneous other expenses.
- 511039 Funds available to first time home buyers, including, but not limited to assistance with down payment, closing costs, and other miscellaneous expenses to purchase a foreclosed home.
- 511040 Funds available to purchase foreclosed properties, rehabilitate the homes if needed, pay for maintenance and utility fees, and re-sell to low-moderate income qualified persons.

CalHOME Grant 2012

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom. 2024-25	Council Approval 2024-25
<b>EXPENSES</b>						
Supplies and Services	0	0	310,422	321,991	321,991	321,991
TOTAL	0	0	310,422	321,991	321,991	321,991

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	City Mgr. Recom. 2024-25
<b>FINANCING SOURCES</b>				
Investment Earnings	0	5,749	0	6,280
Repayment on Loan	133,153	0	0	0
Other Revenues	-133,153	-5,749	310,422	315,711
TOTAL	0	0	310,422	321,991



Fund No. 2512 - CalHOME Grant 2012  
 Division No. 5500

ACCT. NO.	ACCOUNT DESCRIPTION	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom. 2024-25	Council Approval 2024-25
511301	Non-operating Mats & Supplies	0	0	310,422	321,991	321,991	321,991
	Supplies and Services	0	0	310,422	321,991	321,991	321,991
	CalHOME Grant 2012	0	0	310,422	321,991	321,991	321,991

## **CALHOME-12 PROGRAM**

- 511013 Operating materials, supplies, services, and miscellaneous other expenses.
- 511039 Funds available to first time home buyers, including, but not limited to assistance with down payment, closing costs, and other miscellaneous expenses to purchase and existing or newly constructed home.
- 511040 Funds available to assist owner-occupied property with housing rehabilitation, new construction of ADUs and JADUs, and other miscellaneous expenses.

Low and Moderate Income Housing

<b>EXPENSES</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
Supplies and Services	186,354	106,856	2,294,912	369,824	369,824	369,824
<b>TOTAL</b>	<b>186,354</b>	<b>106,856</b>	<b>2,294,912</b>	<b>369,824</b>	<b>369,824</b>	<b>369,824</b>

<b>FINANCING SOURCES</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Council Approval 2024-25</b>
Interest on Loans	22,253	4,400	4,830	4,830
Investment Earnings	45,099	33,062	36,730	42,490
City Housing Loan	62,056	12,412	4,800	4,800
Land Sales	0	3	0	0
Other Revenues	56,946	56,979	2,248,552	317,704
<b>TOTAL</b>	<b>186,354</b>	<b>106,856</b>	<b>2,294,912</b>	<b>369,824</b>

**Fund No. 2513 - Low and Moderate Income Housing**  
**Division No. 5510**

ACCT. NO.	ACCOUNT DESCRIPTION	Actual	Actual	Final	Dept. Head	City Mgr.	Council
		2021-22	2022-23	Budget 2023-24	Request 2024-25	Recom. 2024-25	Approval 2024-25
511012	Professional Services	135,336	51,384	251,000	80,500	161,000	161,000
511013	Operating Mats, Svcs&Supplies	0	9,405	0	249,814	145,311	145,311
511301	Non-operating Mats & Supplies	2,505	5	1,946,984	0	0	0
	Supplies and Services	137,841	60,794	2,197,984	330,314	306,311	306,311
520500	Adm Exp-City Council	1,586	1,940	1,907	2,501	2,624	2,624
521000	Adm Exp-City Manager	4,961	5,801	4,910	6,929	7,137	7,137
521010	Adm Exp-City Clerk	2,060	2,642	2,205	3,496	3,098	3,098
521500	Adm Exp-City Attorney	1,502	3,456	2,062	3,380	1,621	1,621
522000	Adm Exp-Finance	15,708	16,737	14,285	20,941	21,710	21,710
522050	Adm Exp-Purchasing	1,592	1,777	1,560	2,263	2,323	2,323
	Administrative	27,409	32,353	26,929	39,510	38,513	38,513
532500	Interdept DSC-Housing Admin	21,104	13,709	69,999	0	25,000	25,000
	Interdepartmental	21,104	13,709	69,999	0	25,000	25,000
	Low and Moderate Income Housing	186,354	106,856	2,294,912	369,824	369,824	369,824

## **LMI HOUSING**

- 511003 Postage expenses associated with implementing and maintaining Housing programs including, stamps, postage machine postage, FedEx, UPS, and other mailing charges.
  
- 511012 LMI Housing Consulting Services and other miscellaneous Professional Services.
  
- 511013 Operating materials, supplies, services, and miscellaneous other expenses including vacant property maintenance.
  
- 511040 Funds available to assist with property acquisition, new construction, housing rehabilitation, housing reconstruction, and other miscellaneous expenses.

Affordable Housing Sustainable Communities

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom. 2024-25	Council Approval 2024-25
<b>EXPENSES</b>						
Capital Outlay	676,234	1,257,488	769,518	727,084	727,084	727,084
TOTAL	676,234	1,257,488	769,518	727,084	727,084	727,084

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Council Approval 2024-25
<b>FINANCING SOURCES</b>				
Other State Grants	676,234	1,257,488	769,518	727,084
TOTAL	676,234	1,257,488	769,518	727,084

**Fund No. 2514 - Affordable Housing Sustainable Communities**  
**Division No. 5500**

<b>ACCT. NO.</b>	<b>ACCOUNT DESCRIPTION</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
591101	Construction in Progress	676,234	1,257,488	769,518	727,084	727,084	727,084
	Capital Outlay	676,234	1,257,488	769,518	727,084	727,084	727,084
	Affordable Hsg Sustainable Comm	676,234	1,257,488	769,518	727,084	727,084	727,084

FUND NO. 2514  
DIVISION NO. 5500

**AFFORDABLE HOUSING SUSTAINABLE COMMUNITIES**

591101 Capital Imp. Projects – Construction in Progress. Funds available for  
Childs and B Street Development. (Bus Grant)



CalHOME 2021 Grant

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom. 2024-25	Council Approval 2024-25
<b>EXPENSES</b>						
Supplies and Services	0	0	2,500,000	2,500,000	2,500,000	2,500,000
TOTAL	0	0	2,500,000	2,500,000	2,500,000	2,500,000

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Council Approval 2024-25
<b>FINANCING SOURCES</b>				
CalHOME Grant	0	0	2,500,000	2,500,000
TOTAL	0	0	2,500,000	2,500,000

**Fund No. 2515 - CalHOME 2021 Grant**  
**Division No. 5500**

<b>ACCT. NO.</b>	<b>ACCOUNT DESCRIPTION</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
511039	First Time Home Buyer Assistance	0	0	0	1,000,000	1,000,000	1,000,000
511040	Housing Acquis, Build & Rehab	0	0	0	1,500,000	1,500,000	1,500,000
511301	Non-operating Mats & Supplies	0	0	2,500,000	0	0	0
	Supplies and Services	0	0	2,500,000	2,500,000	2,500,000	2,500,000
	CalHOME 2021 Grant	0	0	2,500,000	2,500,000	2,500,000	2,500,000

### **CALHOME-21 PROGRAM**

- 511013 Operating materials, supplies, services, and miscellaneous other expenses.
- 511039 Funds available to first time home buyers, including, but not limited to assistance with down payment, closing costs, and other miscellaneous expenses to purchase and existing or newly constructed home.
- 511040 Funds available to assist owner-occupied property with housing rehabilitation, new construction of ADUs and JADUs, and other miscellaneous expenses.

Permanent Local Housing

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom. 2024-25	Council Approval 2024-25
<b>EXPENSES</b>						
Supplies and Services	0	0	1,324,969	887,254	887,254	887,254
TOTAL	0	0	1,324,969	887,254	887,254	887,254

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Council Approval 2024-25
<b>FINANCING SOURCES</b>				
Other State Grants	0	0	1,324,969	887,254
TOTAL	0	0	1,324,969	887,254

**Fund No. 2018 - Permanent Local Housing**  
**Division No. 5500**

<b>ACCT. NO.</b>	<b>ACCOUNT DESCRIPTION</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
511012	Professional Services	0	0	1,324,969	887,254	887,254	887,254
	Supplies and Services	0	0	1,324,969	887,254	887,254	887,254
	Permanent Local Housing	0	0	1,324,969	887,254	887,254	887,254

ARPA Housing

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Dept. Head Request 2024-25	City Mgr. Recom. 2024-25	Council Approval 2024-25
<b>EXPENSES</b>						
Supplies and Services	0	0	7,500,000	4,500,000	4,500,000	4,500,000
TOTAL	0	0	7,500,000	4,500,000	4,500,000	4,500,000

	Actual 2021-22	Actual 2022-23	Final Budget 2023-24	Council Approval 2024-25
<b>FINANCING SOURCES</b>				
Other Revenues	0	0	7,500,000	4,500,000
TOTAL	0	0	7,500,000	4,500,000

**Fund No. 2011 - ARPA Housing**  
**Division No. 5500**

<b>ACCT. NO.</b>	<b>ACCOUNT DESCRIPTION</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Final Budget 2023-24</b>	<b>Dept. Head Request 2024-25</b>	<b>City Mgr. Recom. 2024-25</b>	<b>Council Approval 2024-25</b>
511301	Non-operating Mats & Supplies	0	0	7,500,000	4,500,000	4,500,000	4,500,000
	Supplies and Services	0	0	7,500,000	4,500,000	4,500,000	4,500,000
	ARPA Housing	0	0	7,500,000	4,500,000	4,500,000	4,500,000