

**CITY OF MERCED
2016-2017 CITY COUNCIL APPROVED BUDGET**

TAB 9

DEVELOPMENT SERVICES

Engineering

Planning and Permitting

Inspection Services

Housing Program

PAGE NO.

9-1

9-8

9-16

9-22

ENGINEERING DEPARTMENT
FUND NO. 017
ACCOUNT NO. 0803

DESCRIPTION

The Engineering Department is responsible for the management process of the City's Capital Improvement Program's infrastructure developments and budgets. The projected construction budgets for 2016-2017 exceed 12 Million dollars in infrastructure projects. The department's management includes monitoring engineering services, construction contracts, new engineered development projects, maintenance of the infrastructure plats, mapping, record systems, Chair of the Traffic Committee, and Right-of-Way (ROW) activities. The Department is responsible for updating the City's Standard Designs of common engineering structures. The Department remains in compliance with Local, State, and Federal laws by monitoring and reporting on the infrastructures grant procurement. The department is dedicated to continual training and pursuit of new federal and state funding. The objective is to provide professional technical assistance to the City Manager, Council and other departments within the organization and the successful construction of all new public facilities.

MISSION

The Engineering Projects/Standards Division of the Development Services Department strives to support its customers (public and private agencies, other city departments, and the general public) with prompt, quality technical assistance in capital improvements. The Engineering division will also develop project standards that will protect the City's investments and plan for future community needs, while ensuring and complying with current and future mandates, along with public concerns and opinions.

GOALS

- Manage infrastructure development through Capital Improvement Program.
- Oversee and coordinate updates to the Storm Drainage Master Plan.
- Coordinate with UC Merced and Merced County on the 2020 Plan as it relates to transportation and utility needs.
- Support City groundwater/surface water issues as it relates to the Merced Area Groundwater Pool Interests (MAGPI), Sustainable Groundwater Management Act (SGMA) and with the on-going water resources ground water model of the Merced County Aquifer basin.
- Working closely with Planning and the Bicycle Advisory Commission (BAC) on bike related issues and projects.
- Work on updating City Standard Designs of Common Engineering Structures.
- Review and report on AB1600 Impact/Development Fees.
- Comply with Local Business Enterprise (LBE) Program.

ENGINEERING DEPARTMENT

- Monitor Disadvantaged Business Enterprise (DBE) Program as mandated for federally-funded projects.

OBJECTIVES

**PERFORMANCE
MEASUREMENTS/INDICATORS**

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| 1. Manage infrastructure development through Capital Improvement Program (CIP). | Monitor, prioritize, and coordinate CIP Program with other Department Heads and City Manager throughout the fiscal year. |
| 2. Assist various departments in grant funding applications for capital improvements, operations, and maintenance of the City's infrastructure. | Monitor calls for projects from local, regional, state, and federal agencies to identify and receive possible grants, as funding becomes available through various sources on an annual basis. |
| 3. Assist in attaining funding for the Yosemite Avenue Widening from St. Augustine Ave to Highway 59, the Parsons Ave Corridor Right-of-Way and Safe Routes to Schools (SRTS) projects. | Apply for funding to support the Yosemite Avenue Widening from St. Augustine Ave to Highway 59 project. Participate in R-O-W purchases for the Parsons Ave Corridor. Apply for Active Transportation Program (ATP) grant funds for SRTS and other bike related projects. |
| 4. Oversee Storm Drain Master Plans. | Manage and coordinate consultant' work on the Storm Drain Master Plans. |
| 5. Continue to provide staff support relating to the MAGPI and SGMA. | Support City groundwater/surface water issues as it relates to the MAGPI and with the on-going water resources model of the Merced County Aquifer basin. Work collaboratively with other stakeholders such as M.I.D. and Merced County on SGMA. On-going. |
| 6. Continue with the implementation of the State mandates as it relates to the new Municipal Separate Storm Sewer Systems (MS4) Storm Water Permit. | Working with the various City Department in coordinating efforts to meet the target dates as set forth in the State mandates for the new MS4 Storm Water Permit. [The purpose of these new storm water mandates is to ensure the health, safety, and general welfare of citizens, and protect and enhance the water quality of |

ENGINEERING DEPARTMENT

watercourses and water bodies in a manner pursuant to and consistent with the Federal Clean Water Act (33 U.S.C. section 1251 et seq.) by reducing pollutants in storm water discharges to the maximum extent practicable and by prohibiting non-storm water discharges to the storm drain system.]

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| 7. Work with other City Departments in updating City Standard Designs of Common Engineering Structures. | Prepare proposed changes/additions to City Standard Designs that are economical without compromising health, safety, and welfare. To be reviewed with other City departments before approval and adoption. |
| 8. Monitor Chapter 927 Statute of 1987 (AB1600) Impact Fees. | Review the estimated cost of public improvements identified in the Capital Improvement Program budget and the Public Facilities Financing Plan. Needs and impact determination for said improvements for which the fees are charged to be completed by November 15, 2016. Conduct annual Public Hearing, presenting updated resolution to the City Council. |
| 9. Monitor the Local Business Enterprise (LBE) for locally funded projects. | Determine local business bidding opportunities in developing bid packages for capital improvement projects. |
| 10. Manage the Disadvantaged Business Enterprise (DBE) Programs for federally funded projects as mandated. | Update the Disadvantaged Business Enterprise (DBE) Program as required annually by FHWA, HUD, and FAA. Comply with DBE reporting requirements by September 2016. |

ENGINEERING DEPARTMENT

2016-2017 BUDGET HIGHLIGHTS

Engineering will work with appropriate agencies in managing water, wastewater, and possibly storm drainage Master Planned activities; keeping apprised of regional, state and federal issues regarding regulation and permitting of water, wastewater, and storm drainage facilities.

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

Engineering will participate with the continued implementation of the Storm Water Management Programs as dictated by new State mandates. Construction of the Gerard Avenue Sewer Replacement project from Tyler Road to Highway 99, B Street Sewer Main Replacement, Columbia Avenue Storm Drain, V Street (18th to 16th) Street Roadway Rehabilitation, major sidewalk infill at various locations, as well as the rehabilitation of the Bear Creek Bridge crossings at G and M Streets; contributing to a portion of the more than 12 Million dollars in infrastructure projects that the Engineering department plans to deliver through the next fiscal year.

BUDGET DETAIL EXPENSES

017-0803	Engineering Projects/Std			FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	REQUEST	RECOM.	APPROVAL
		2013-14	2014-15	2015-16	2016-17	2016-17	2016-17
531.01-00	Regular Salaries	769,149	829,832	935,749	969,990	934,298	934,298
531.03-00	Extra Help	0	5,133	0	0	0	0
531.04-01	Regular Overtime	0	0	500	500	500	500
531.10-05	Retirement PERS Classic	162,644	177,986	195,951	180,267	161,413	161,413
531.10-06	Social Security-OASDI	47,914	50,193	57,533	59,712	57,691	57,691
531.10-07	Social Security-Medicare	11,323	11,908	13,586	14,057	13,585	13,585
531.10-10	Retirement-PERS New Membr	4,094	15,355	33,129	69,984	78,903	78,903
531.10-12	Workers Compensation	3,772	4,189	3,072	2,815	2,742	2,742
531.10-20	Earned Benefit	20,968	2,096	14,153	16,677	16,677	16,677
531.10-24	Vehicle Allowance	10,250	9,579	10,764	2,333	2,333	2,333
531.10-27	PTS Plan FICA Alternative	0	67	0	0	0	0
531.10-33	Core Allowance	153,137	168,886	190,261	199,701	199,700	199,700
531.10-35	Post Employment Benefits	14,683	14,655	15,404	13,910	13,910	13,910
Personnel Services		1,197,934	1,289,879	1,470,102	1,529,946	1,481,752	1,481,752
532.12-00	Telephone	1,201	1,330	2,200	3,100	3,100	3,100
532.13-00	Postage	234	343	400	400	400	400
532.15-00	Office Supplies	3,662	5,324	4,000	4,000	4,000	4,000
532.17-00	Professional Services	2,958	5,112	15,000	15,000	15,000	15,000
532.18-00	Travel and Meetings	4,904	4,265	6,120	6,600	6,600	6,600
532.19-00	Mileage	0	199	100	150	150	150
532.20-00	Training Expense	6,396	5,755	8,160	8,750	8,750	8,750
532.21-00	Rents/Leases	2,875	5,038	5,700	5,700	5,700	5,700
532.22-00	Office Equipment O & M	49	0	500	500	500	500
532.23-00	Vehicle Operations/Maint	2,435	8,128	8,357	6,946	6,946	6,946
532.24-00	Memberships, Subscription	18,661	16,887	23,000	23,000	23,000	23,000
532.27-00	Small Tools	762	1,029	1,200	1,800	1,800	1,800
532.30-01	Dept Share of Insurance	12,384	13,743	17,164	20,232	19,858	19,858
532.35-84	Retro Fee Expense	50	150	0	0	0	0
532.38-00	Support Services	47,242	52,200	52,426	57,665	57,596	57,596
532.45-00	Facilities Maint Charge	51,470	48,320	50,369	57,336	57,091	57,091
Supplies and Services		155,283	167,823	194,696	211,179	210,491	210,491
534.91-01	Adm Exp-City Manager	17,434	8,976	12,843	10,930	16,475	16,475
534.91-02	Adm Exp-City Attorney	4,495	9,056	2,790	2,928	3,251	3,251
534.91-03	Adm Exp-City Clerk	0	19,884	10,124	11,037	11,043	11,043
534.91-09	Adm Exp-Finance	34,446	40,955	45,814	46,640	46,972	46,972
534.91-10	Adm Exp-Purchasing	4,742	5,228	5,444	6,258	6,262	6,262
534.91-16	Adm Exp-City Council	3,280	4,026	5,139	5,242	5,247	5,247
Administrative		64,397	88,125	82,154	83,035	89,250	89,250
**	Engineering Projects/Std	1,417,614	1,545,827	1,746,952	1,824,160	1,781,493	1,781,493

ENGINEERING

- 17-00 Miscellaneous Professional Services as needed.
- 18-00 Meetings and travel associated with the following meetings, as well as training in Line 20-00: American Public Works Association; American Society of Civil Engineers; American Institute of Architects; Institute of Transportation Engineers (ITE); California Water Pollution Control Association; Tri -Tac; American Water Works Association; Air Pollution Control District; computer training; AutoCAD updating; and City-County cooperation.
- 20-00 Various technical workshops, computer assisted drafting and registration for workshops and conferences listed in Line 18-00 above.
- 22-00 Maintenance for blueprinter, plotter, and PC hardware and equipment.
- 24-00 Institute of Transportation Engineers; American Public Works Association; Cadence; Catalyst; American Society of Civil Engineers; American Institute of Architects; California Water Pollution Control Association; Water Environment Federation; Groundwater Resources Association; American Water Works Association; and professional registrations and subscriptions.

PLANNING AND PERMITTING
FUND NO. 017
ACCOUNT NO. 0804

DESCRIPTION

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

MISSION

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

GOALS

- ◇ Implementation of the General Plan which is used by citizens, local officials, and agencies as the primary policy framework for City growth and development.
- ◇ Continue the monitoring and implementation of the Public Facilities Financing Plan and Public Facilities Impact Fee program.
- ◇ Completion of projects, such as the Comprehensive Zoning Code Update, Programmatic Climate Action Plan, Housing Element, and Active Transportation/Safe Route to Schools Plan.
- ◇ 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

1. Completion of Development Streamlining Efforts, including the Comprehensive Zoning Code Update.
2. Work on long-range Planning projects
3. Adoption of Housing Element Update.
4. Work on the Programmatic Climate Action Plan (PCAP) to implement the Climate Action Plan (adopted in October 2012)

PERFORMANCE MEASUREMENTS/INDICATORS

Completion of the Comprehensive Zoning Ordinance Update by Summer 2016. [Goals of this process include making the code more user-friendly and easier to understand; streamlining the development process by changing the level of review for some uses; implementing changes to the code described in the Housing Element; and bringing the code into conformance with State law changes.] Completion of other streamlining efforts, including new Planning application fees to reflect new Zoning Code requirements, by Late Winter 2016/Early Spring 2017.

Adoption of the Comprehensive Zoning Code Update by Summer 2016 and begin work on the Active Transportation/Safe Route to Schools Plan (3-year grant); all including expanded public outreach and advisory committee participation.

Per State Law, the City must submit its Housing Element of the General Plan for review by the State by March 1, 2016. Adoption of the Housing Element by the City Council (after a recommendation from the Planning Commission) will take place after State review and should be completed by late Summer/Fall 2016.

Completion by Fall 2016.

PLANNING AND PERMITTING

OBJECTIVES

PERFORMANCE MEASUREMENTS/INDICATORS

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| 5. Begin Work on 5-Year Update of Public Facilities Financing Plan & Impact Fee Program | Completion by end of 2017 of the 5-Year update of the Public Facilities Financing Plan and Impact Fee Program, adopted in October 2012, including formation of a Task Force to review project list and overall fee program. |
| 6. Begin Work on a Comprehensive Sign Ordinance Update | If funds are approved in the budget, staff will begin work to hire a consultant and form an advisory committee/focus group to begin a comprehensive update of the Sign Ordinance, expected to take at least 18-24 months. |
| 7. Continue to process major development applications (such as general plan amendments, zone changes, subdivision maps, conditional use permits, annexations, environmental reviews, etc.) | Ongoing. Continue to bring the projects before the decision makers (City Council, Planning Commission, etc.) in a timely manner (generally 6-8 weeks after application). |
| 8. Continue to process minor development applications, such as Administrative Conditional Use Permits for Signs, Site Plan Approval applications, Minor Subdivisions, etc., as well as building permits and new business licenses. | Ongoing. Continue to process such applications within a 2-4 week time frame. Continue to explore streamlining opportunities to make all processes more efficient. |
| 9. Continue to provide staff support to the City Council, Planning Commission, the Bicycle Advisory Commission (BAC), the Zoning Code Focus Group, and others as needed | Agenda packets for meetings are made available at least 3 days prior to meetings. City Council and Planning Commission meet twice a month. BAC meets 6 times per year. |

2016-2017 BUDGET HIGHLIGHTS

- ◆ Completion of long-range Planning projects (Comprehensive Zoning Code Update, Programmatic Climate Action Plan, etc.), including expanded public outreach and the input from various advisory committees
- ◆ Streamlined development process
- ◆ Staffing levels remain the same from the previous budget year

BUDGET DETAIL EXPENSES

017-0804	Planning & Permitting			FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2013-14	ACTUAL 2014-15	BUDGET 2015-16	REQUEST 2016-17	RECOM. 2016-17	APPROVAL 2016-17
511.01-00	Regular Salaries	449,924	478,242	495,165	490,102	490,102	490,102
511.03-00	Extra Help	0	5,030	5,000	9,000	9,000	9,000
511.04-01	Regular Overtime	252	160	10,709	10,715	10,715	10,715
511.10-02	Unused Sick Leave	2,139	0	2,378	2,431	2,431	2,431
511.10-05	Retirement PERS Classic	92,494	100,270	107,999	104,285	104,285	104,285
511.10-06	Social Security-OASDI	29,793	29,578	31,516	31,144	31,144	31,144
511.10-07	Social Security-Medicare	7,007	7,086	7,533	7,506	7,506	7,506
511.10-08	State Unemployment	1,352	0	0	0	0	0
511.10-10	Retirement-PERS New Membr	4,783	10,930	13,413	22,955	22,955	22,955
511.10-12	Workers Compensation	3,294	3,579	2,320	2,153	2,097	2,097
511.10-20	Earned Benefit	39,896	10,815	17,020	18,094	18,094	18,094
511.10-21	Bilingual Pay Program	0	224	600	600	600	600
511.10-24	Vehicle Allowance	815	2,481	2,484	2,333	2,333	2,333
511.10-27	PTS Plan FICA Alternative	0	66	65	117	117	117
511.10-33	Core Allowance	90,576	107,836	91,304	101,133	101,133	101,133
511.10-35	Post Employment Benefits	13,298	18,226	18,535	22,962	22,962	22,962
Personnel Services		735,623	774,523	806,041	825,530	825,474	825,474
512.12-00	Telephone	567	614	910	1,000	1,000	1,000
512.13-00	Postage	477	1,416	5,000	6,347	5,757	5,757
512.14-00	Advertising	1,565	1,249	5,000	4,500	4,500	4,500
512.15-00	Office Supplies	6,035	4,497	9,000	9,000	9,000	9,000
512.16-00	Printing	1,375	3,544	5,845	8,369	5,869	5,869
512.17-00	Professional Services	77,055	58,383	1,140	1,170	1,170	1,170
512.18-00	Travel and Meetings	2,435	3,175	4,080	5,386	4,833	4,833
512.19-00	Mileage	0	0	198	198	198	198
512.20-00	Training Expense	1,697	3,070	5,100	6,410	5,860	5,860
512.21-00	Rents/Leases	287	242	1,890	1,390	1,390	1,390
512.22-00	Office Equipment O & M	0	0	80	80	80	80
512.24-00	Memberships, Subscription	5,531	5,944	7,332	7,375	7,375	7,375
512.30-01	Dept Share of Insurance	8,660	9,296	11,053	13,033	12,811	12,811
512.34-00	Contingency Reserve	0	0	0	53,293	25,000	25,000
512.38-00	Support Services	31,148	31,615	32,390	37,225	35,882	35,882
512.45-00	Facilities Maint Charge	57,522	54,001	56,291	64,077	63,803	63,803
Supplies and Services		194,354	177,046	145,309	218,853	184,528	184,528
513.43-00	Machinery/Equipment	0	13,685	0	3,456	3,456	3,456
Property		0	13,685	0	3,456	3,456	3,456
514.91-01	Adm Exp-City Manager	22,812	6,792	11,390	10,063	15,712	15,712
514.91-02	Adm Exp-City Attorney	4,145	10,231	2,474	2,695	3,100	3,100
514.91-03	Adm Exp-City Clerk	0	19,551	12,964	14,822	15,106	15,106
514.91-09	Adm Exp-Finance	31,759	30,990	40,630	42,940	44,798	44,798
514.91-10	Adm Exp-Purchasing	4,372	3,956	4,828	5,762	5,972	5,972
514.91-16	Adm Exp-City Council	3,024	3,046	4,557	4,826	5,004	5,004
Administrative		66,112	74,566	76,843	81,108	89,692	89,692
535.92-67	Interdept DSC-Liability	10,000	0	0	0	0	0
Interdepartmental		10,000	0	0	0	0	0
908.93-01	Trsf-General Fund (001)	9,988	31,567	25,000	25,000	25,000	25,000
Other		9,988	31,567	25,000	25,000	25,000	25,000
**	Planning & Permitting	1,016,077	1,071,387	1,053,193	1,153,947	1,128,150	1,128,150

PLANNING AND PERMITTING

- 14-00 Public hearing notices
- 17-00 Miscellaneous recording fees and Zoning Map updates; prior year encumbrance for contract for consultants related to grants, and consultant for environmental assessment (paid by Developer).
- 18-00 American Planning Association section meetings and state conference; League of California Cities Planning Commissioner Academy; meetings with consultants; and meetings in other Central Valley cities.
- 20-00 Staff technical training and Planning Commission field trips and workshops related to planning law, Subdivision Map Act, environment and development, and registration fees associated with conferences outlined in Line 18-00 above
- 24-00 Memberships:
 - American Planning Association
 - Subscriptions:
 - State Office of Planning and Research Reports; Merced Sun-Star; Merced County Times; Zoning News; and planning and CEQA related publications

INSPECTION SERVICES
FUND NO. 017
ACCOUNT NO. 0805

DESCRIPTION

The Inspection Services Division is responsible for the review of plans, issuance of building permits, and inspection of all private/public developments 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 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 checks of construction projects.

GOALS

- ◇ Strive for a higher level of customer service which meets or exceeds expectations.
- ◇ Increase the use of electronic and computer capabilities to aid in information exchange, plan review, building permits, and inspection.
- ◇ Maintain active involvement in technical and interpersonal training that will enhance Inspection Services staff's expertise.
- ◇ Encourage a creative environment.

INSPECTION SERVICES

OBJECTIVES

PERFORMANCE MEASUREMENTS/INDICATORS

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| 1. Improve the electronic plan review process. | Work with Avolve software provider to discuss incorporation of new software designed to improve department integration and review process. Open discussions with BIA to determine the feasibility of a technology fee dedicated to improve the plan review process, as well as improve services between the City and their building customers prior to fiscal year end. |
| 2. 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 continuing education requirements are met. Organize at least one in-house specialized training seminar as available. Review and update employee training manuals yearly. |
| 3. Perform consistent building plan review and inspections. | Perform plan review cross training exercises and joint construction site inspections at least one per month for each employee. |
| 4. Maintain 3 to 4 week plan review turnaround times. | Monitor, prioritize, and coordinate plan reviews with all Development Services Plan Review Team. This will be accomplished through bi-weekly meetings. |
| 5. Improve customer service. | Respond to all customer needs at the front counter. Respond to phone messages within 24 hours of receipt. Review weekly reports documenting project status. Work with Information Technology to develop an online permitting portal. |

INSPECTION SERVICES

BUDGET HIGHLIGHTS AND LOOKING FORWARD TO 2016 –2017

Inspection Services is looking forward to keeping up with the demand of increased residential and commercial construction as the economic conditions improve. Given the continuing growth in the construction industry over the past year, the Inspection Services Division has achieved a balanced budget.

During the past fiscal year the Inspection Services Division has completed several substantial projects. These construction projects include a 12,000 square-foot shell building and tenant improvement for the Patelco bank call center, the completion of a 40,000 square-foot cold storage building, and Dickies Barbeque as well as many other commercial projects. Several large tenant improvements were completed as well, such as the Rite Aid tenant improvement, the adjoining drive-through and future tenant space soon to be the Dollar Store. Additionally, construction has started on two 12,000 square-foot tire stores, as well as construction beginning on a new 96-unit apartment complex in North Merced. This calendar year we have experienced a significant change in the construction of single family dwellings. Currently three subdivisions are in full swing, and the potential for several others are in the planning stage. Since July 2015, the Division has issued over 52 single family dwellings.

Over the past year Inspection Services has experienced a substantial increase in inspections as well as plan reviews. We expect that this trend will continue through the next few years. The Division has projected the construction of 150 Single Family Dwellings, which will take place in the North and South Merced areas during this fiscal year. The Division has also projected 2 Multi-family projects to be built in the fiscal year. A 96-unit apartment complex will be built this year and another Hotel project is currently in plan check. It is expected that the number of residential units being built will also spur commercial construction. The Planning Division is processing many projects throughout Merced.

This fiscal year will be less financially challenging for the Inspection Services Division. The Division's plan review team continues to operate with a 3 to 4 week turnaround time on average for the first review. Staffing levels have increased slightly due to a recent Building Inspector hire. Additionally, the work load is still fluctuating, and with current staffing levels, inspections may not be able to be performed on the same day as requested. The Inspection Services Division has supplemental contracts in place to assist as needed.

BUDGET DETAIL EXPENSES

017-0805	Inspection Services			FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL	ACTUAL	BUDGET	REQUEST	RECOM.	APPROVAL
		2013-14	2014-15	2015-16	2016-17	2016-17	2016-17
511.01-00	Regular Salaries	595,459	502,307	618,103	633,837	514,840	514,840
511.04-01	Regular Overtime	0	331	1,000	2,500	2,500	2,500
511.04-04	Call Back Time Worked	0	0	1,000	2,000	2,000	2,000
511.10-02	Unused Sick Leave	884	1,960	4,036	4,089	4,089	4,089
511.10-05	Retirement PERS Classic	123,817	106,342	123,531	133,418	102,117	102,117
511.10-06	Social Security-OASDI	37,186	30,229	37,822	40,112	32,967	32,967
511.10-07	Social Security-Medicare	8,854	7,197	8,966	9,504	7,802	7,802
511.10-10	Retirement-PERS New Membr	5,721	10,620	27,363	30,999	30,999	30,999
511.10-12	Workers Compensation	3,661	3,752	3,013	2,327	1,857	1,857
511.10-17	Stand By Pay	0	0	0	20,000	20,000	20,000
511.10-20	Earned Benefit	22,032	186	3,524	4,129	4,129	4,129
511.10-24	Vehicle Allowance	3,258	3,308	3,312	3,110	2,333	2,333
511.10-33	Core Allowance	108,831	101,707	128,693	134,235	119,559	119,559
511.10-35	Post Employment Benefits	38,239	45,002	51,110	45,820	45,820	45,820
Personnel Services		947,942	812,941	1,011,473	1,066,080	891,012	891,012
512.12-00	Telephone	5,388	6,643	8,300	8,300	8,300	8,300
512.13-00	Postage	14	259	400	300	300	300
512.15-00	Office Supplies	2,411	2,461	2,000	2,000	2,000	2,000
512.16-00	Printing	54	48	120	120	120	120
512.17-00	Professional Services	4,840	4,899	30,000	40,000	100,000	100,000
512.18-00	Travel and Meetings	3,927	3,376	9,180	10,000	10,000	10,000
512.20-00	Training Expense	6,352	5,250	10,099	11,000	11,000	11,000
512.21-00	Rents/Leases	187	242	1,390	1,390	1,390	1,390
512.22-00	Office Equipment O & M	480	729	6,468	6,468	6,468	6,468
512.23-00	Vehicle Operations/Maint	16,640	16,230	12,087	9,812	9,812	9,812
512.24-00	Memberships, Subscription	8,258	6,116	8,300	8,300	9,867	9,867
512.26-00	Other Equipment O & M	674	240	700	700	700	700
512.27-00	Small Tools	0	46	100	100	100	100
512.28-00	Safety Supplies	141	294	324	324	324	324
512.30-01	Dept Share of Insurance	11,361	9,687	13,742	16,281	14,274	14,274
512.38-00	Support Services	51,724	50,431	52,383	59,436	55,244	55,244
512.45-00	Facilities Maint Charge	54,821	57,237	59,665	67,917	67,627	67,627
Supplies and Services		167,272	164,188	215,258	242,448	297,526	297,526
513.43-00	Machinery/Equipment	809	6,045	0	0	0	0
Property		809	6,045	0	0	0	0
514.91-01	Adm Exp-City Manager	11,089	5,579	7,858	6,676	9,151	9,151
514.91-02	Adm Exp-City Attorney	3,413	3,742	1,707	1,788	1,806	1,806
514.91-03	Adm Exp-City Clerk	0	10,702	5,151	5,188	4,725	4,725
514.91-09	Adm Exp-Finance	26,156	25,456	28,029	28,485	26,092	26,092
514.91-10	Adm Exp-Purchasing	3,601	3,249	3,331	3,822	3,478	3,478
514.91-16	Adm Exp-City Council	2,491	2,502	3,144	3,201	2,915	2,915
Administrative		46,750	51,230	49,220	49,160	48,167	48,167
515.92-01	Interdept DSC-General Fnd	38,644	43,081	45,606	47,740	47,338	47,338
Interdepartmental		38,644	43,081	45,606	47,740	47,338	47,338
**	Inspection Services	1,201,417	1,077,485	1,321,557	1,405,428	1,284,043	1,284,043

INSPECTION SERVICES

- 13-00 Regular postage includes mailing for construction code update education mailers.
- 16-00 Business cards and permit forms.
- 17-00 Imaging of permits and plan check services.
- 18-00 California Building Officials annual and monthly meetings, Fire Prevention Officers Nor Cal (FPO) meetings and seminar, and International Code Conference (ICC) seminars and annual business meeting, local builders meeting, HTE update training and travel associated with training in Line 20-00 below.
- 20-00 International Code Conference (ICC) and California Building Officials Plumbing, Mechanical and Structural certificate programs; code inspection, fire prevention; and registration fees for meetings outlined in Line 18-00 above.
- 22-00 Maintenance for microfiche equipment, printers, scanners, and facsimile machine
- 24-00 Memberships for International Code Conference (ICC); California Building Officials; International Association of Electrical Inspectors; Yosemite Chapter of ICC; Fire Prevention Officers; California State Administrative Code, Titles 19, 24, and 25; national and state fire codes; construction data publications; and ICBO/ICC research reports.
- 26-00 Maintenance for cellular phones, batteries for digital cameras.
- 27-00 Tape measurers, electrical testers, laser levels and small hand tools.
- 28-00 Gloves, safety glasses, hard hats and rubber boots.
- 43-00 Large desktop monitors for plan review; replace worn desk chairs

FUND No's. 018, 031, 033, 034, 041, 042, 052, 053, 059, 066, 070, 071, 380, & 471

ACCOUNT No's. 0701, 1301, 1340, 1343, 1344, 1346, 1349, 1350, 1351, 1352, 1354, 1356, & 1363

DESCRIPTION

The City of Merced Housing Division receives federal Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME) funds from the U.S. Department of Housing and Urban Development (HUD) on a formula basis. The amount is dependent upon the allocation level established by Congress. The Housing Division administers CDBG and HOME funds in order to increase the supply of safe, decent, and affordable housing. The program focuses on owner-occupied rehabilitation or reconstruction, affordable rental housing, and first time homebuyer programs.

The Housing Division is also involved in community development and neighborhood reinvestment. CDBG funds are used for broader community development purposes within established guidelines. Examples of such activities are public facility improvements, public services, and economic development. An Annual Action Plan outlines projects in these areas, funding required and projected outcomes.

MISSION

The City of Merced Housing Division strives to provide and maintain affordable housing, public services, and public facilities for low to moderate-income residents by using federal and state funds.

GOALS

- Provide public service grants to local non-profit organizations.
- Partner with affordable housing and non-profit organizations to provide permanent supportive housing to various homeless populations.
- Continue to seek grant opportunities and establish partnerships with local organizations.
- Provide owner occupied rehabilitation grants for low-income households.
- Assist with the development of the homeless outreach and engagement program.
- Assist the continuum of care and local homeless service providers.
- Improve fair housing services to area residents.
- Begin developing the residential housing asset properties.

HOUSING

OBJECTIVES	PERFORMANCE MEASUREMENTS/INDICATORS
1. Grant Opportunities	Continually seek grant opportunities and partnerships with local organizations for the development of the City's affordable housing stock.
2. Establish a Neighborhood Revitalization Strategy Area	Work with HUD to establish an Neighborhood Revitalization Strategy Area (NRSA) for the Martin Luther King Jr. Way Revitalization Plan.
3. 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.
4. Provide First Time Homebuyer Loans to Low and Moderate Income Households	Use of media to promote the City's first time homebuyer program to provide approximately 5 loans.
5. Sub-Recipients	Assist sub-recipients with carrying out their programs to ensure compliance with HUD's rules and regulations.
6. NSP Properties	Rehabilitate and sell remaining properties and close out the grant.
7. Monitoring	Continue monitoring of multi-family facilities, non-owner occupied rentals, and program sub-recipients.
8. Fair Housing	Partner with a vendor to provide fair housing services including providing classes to educate property managers and renters regarding rights, rules and regulations.
9. Grant Administration	On a fee basis assist other departments with grant applications.
10. Housing Assets	Partner with local non-profit and affordable housing organizations with developing 20 vacant parcels.

HOUSING

2016-2017 BUDGET HIGHLIGHTS

- CDBG, HOME
Community Housing Development Organization (CHDO)'s. Work with a community based affordable housing provider to rehabilitate or construct low-moderate income housing. Assist developers with obtaining grants and establishing partnerships with community service providers.
- CDBG, HOME Rehabilitation and/or reconstruction of owner-occupied housing units Rehabilitate and/or reconstruct approximately 5 low-moderate income units. Partnering with Habitat for Humanity for owner-occupied rehabilitation.
- CalHome 12
Utilize funding for First Time Homebuyers. Work with First Time Homebuyers to provide down-payment assistance and closing costs to qualified applicants; provided extension request to HCD is approved.
- HOME
Provide a First Time Homebuyer Assistance Program. Process and expedite HOME loan applications; and, provide HOME loans to qualified first time homebuyers pending funding availability.
- CDBG
Programs and Services Use funds for eligible HUD allowable programs such as public service, continuum of care, and fair housing services.
- CDBG
Permanent Supportive Housing Partner with community non-profit organizations with the acquisition, rehabilitation and/or construction of permanent supportive housing units.
- CDBG
South Merced Sidewalk Rehabilitation Continue to work with staff with the replacement of existing sidewalks and ADA ramps in south Merced.
- NSP
Rehabilitation and resale of the remaining properties. Work with HUD and HCD to close out the grants and return the remaining funds.

HOUSING

FUNDS AND ACCOUNTS

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

FUND	ACCOUNT	PROGRAM
018	1301	CDBG Program
031	1340	Unrestricted Program Income
033	1349	HOME Program
034	1346	BEGIN 94 Program
041	1343	State HOME Funds, 1992
042	1344	State HOME Funds, 1993
052	1350	CalHome 06 Program
053	1351	BEGIN 06 Program
059	1352	Neighborhood Stabilization (NSP1)
066	1354	Neighborhood Stabilization (NSP3)
070	1301	Housing Admin
071	1363	LMI Housing
380	0701	Housing Debt Service (HUD 108 Loan)
471	1363	LMI Housing Capital Improvement Projects

Housing

E X P E N S E S	Actual 2013-14	Actual 2014-15	Final Budget 2015-16	Dept. Head Request 2016-17	City Mgr. Recom. 2016-17	Council Approval 2016-17
Personnel Expenses	282,560	0	0	0	0	0
Supplies and Services	153,707	475,101	1,124,715	1,327,094	1,024,947	1,024,947
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
* Undefined *	74,000	357,212	831,124	389,138	423,765	423,765
TOTAL	510,267	832,313	1,955,839	1,716,232	1,448,712	1,448,712

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F I N A N C I N G S O U R C E S	Actual 2013-14	Actual 2014-15	Final Budget 2015-16	Estimated 2016-17
Federal Grant-CDBG	256,110	612,717	1,727,399	1,065,181
PERS-EE Share 2.5% @ 55	14,658	0	0	0
Investment Earnings	322	3,350	690	3,520
CDBG Loan Repayment	115,090	124,596	202,750	258,511
Land Sales	85,000	157,051	25,000	121,500
Interdept DSR-BEGIN Prgm	5,000	0	0	0
Interdept DSR-Home 92	25,000	0	0	0
Interdept DSR-Home 93	10,000	0	0	0
Interdept DSR-CAL HOME	32,728	0	0	0
Other Revenues	33,641-	65,401-	0	0
TOTAL	510,267	832,313	1,955,839	1,448,712

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BUDGET DETAIL EXPENSES

018-1301 Housing							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2013-14	ACTUAL 2014-15	FINAL BUDGET 2015-16	DEPT. HEAD REQUEST 2016-17	CITY MGR. RECOM. 2016-17	COUNCIL APPROVAL 2016-17
551.01-00	Regular Salaries	160,594	0	0	0	0	0
551.10-02	Unused Sick Leave	454	0	0	0	0	0
551.10-05	Retirement PERS Classic	34,809	0	0	0	0	0
551.10-06	Social Security-OASDI	9,493	0	0	0	0	0
551.10-07	Social Security-Medicare	2,303	0	0	0	0	0
551.10-12	Workers Compensation	3,144	0	0	0	0	0
551.10-20	Earned Benefit	2,211	0	0	0	0	0
551.10-21	Bilingual Pay Program	303	0	0	0	0	0
551.10-24	Vehicle Allowance	1,222	0	0	0	0	0
551.10-33	Core Allowance	47,551	0	0	0	0	0
551.10-35	Post Employment Benefits	20,476	0	0	0	0	0
Personnel Services		282,560	0	0	0	0	0
552.12-00	Telephone	2,081	0	0	0	0	0
552.13-00	Postage	370	162	300	300	300	300
552.14-00	Advertising	1,032	3,088	2,000	2,000	2,000	2,000
552.15-00	Office Supplies	1,714	0	0	0	0	0
552.17-00	Professional Services	122,467	109,158	88,000	88,000	88,000	88,000
552.18-00	Travel and Meetings	2,403	1,372	2,000	2,000	2,000	2,000
552.20-00	Training Expense	567	0	0	0	0	0
552.23-00	Vehicle Operations/Maint	798	0	0	0	0	0
552.24-00	Memberships, Subscription	1,771	0	0	0	0	0
552.29-00	Other Materials Supplies	73,970	126,063	744,014	942,288	640,141	640,141
552.30-01	Dept Share of Insurance	5,791	0	0	0	0	0
552.31-00	Relocation Expense	194	0	0	0	0	0
552.38-00	Support Services	18,836	0	0	0	0	0
552.45-00	Facilities Maint Charge	12,595	0	0	0	0	0
Supplies and Services		96,649	239,843	836,314	1,034,588	732,441	732,441
554.91-01	Adm Exp-City Manager	5,544	0	0	0	0	0
554.91-02	Adm Exp-City Attorney	1,396	0	0	0	0	0
554.91-09	Adm Exp-Finance	10,694	0	0	0	0	0
554.91-10	Adm Exp-Purchasing	1,472	0	0	0	0	0
554.91-16	Adm Exp-City Council	1,018	0	0	0	0	0
Administrative		20,124	0	0	0	0	0
555.92-01	Interdept DSC-General Fnd	10,000	0	0	0	0	0
555.92-17	Interdept DSC-Develop Svc	26,934	0	0	0	0	0
555.92-70	Interdept DSC-Hsng Admin	0	235,258	288,401	292,506	292,506	292,506
Interdepartmental		36,934	235,258	288,401	292,506	292,506	292,506
908.93-17	Trsf-Development Svc(017)	74,000	0	0	0	0	0
Other		74,000	0	0	0	0	0
938.93-80	Trsf-LMI Debt Svc (380)	0	302,610	267,610	282,350	282,350	282,350
Other		0	302,610	267,610	282,350	282,350	282,350
948.93-50	Trsf-Streets/Signals(450)	0	21,111	0	8,000	141,410	141,410
Other		0	21,111	0	8,000	141,410	141,410
958.93-57	Trsf-Water System Fu(557)	0	33,491	563,514	98,788	5	5
Other		0	33,491	563,514	98,788	5	5
**	Housing	510,267	832,313	1,955,839	1,716,232	1,448,712	1,448,712

CDBG FUNDS

- 13-00 Postage expenses associated with implementing and maintaining the CDBG program.
- 14-00 Advertisement of CDBG grant application process, legal and public hearing notices, and program promotion.
- 17-00 Continuum of Care, Fair Housing, and other miscellaneous professional services.
- 18-00 U.S. Dept. of HUD workshops, trainings, and meetings.
- 20-00 Registration for Housing conferences, seminars, and other training programs
- 29-00 Funds available for rehabilitation/reconstruction assistance, first time home buyers assistance and other miscellaneous expenses.

BUDGET DETAIL EXPENSES

033-1349 HOME Funds		ACTUAL	ACTUAL	FINAL	DEPT. HEAD	CITY MGR.	COUNCIL
ACCT. NO.	ACCOUNT DESCRIPTION	2013-14	2014-15	BUDGET	REQUEST	RECOM.	APPROVAL
		2013-14	2014-15	2015-16	2016-17	2016-17	2016-17
552.17-00	Professional Services	0	43,512	25,000	25,000	25,000	25,000
552.29-00	Other Materials Supplies	182,030	186,899	411,452	621,926	788,366	788,366
	Supplies and Services	182,030	230,411	436,452	646,926	813,366	813,366
554.91-01	Adm Exp-City Manager	3,211	0	0	0	0	0
554.91-02	Adm Exp-City Attorney	1,012	0	0	0	0	0
554.91-09	Adm Exp-Finance	7,755	0	0	0	0	0
554.91-10	Adm Exp-Purchasing	1,068	0	0	0	0	0
554.91-16	Adm Exp-City Council	738	0	0	0	0	0
	Administrative	13,784	0	0	0	0	0
555.92-70	Interdept DSC-Hsng Admin	0	75,838	135,581	142,768	142,768	142,768
	Interdepartmental	0	75,838	135,581	142,768	142,768	142,768
**	HOME Funds	195,814	306,249	572,033	789,694	956,134	956,134

HOME FUNDS

17-00 Funds for miscellaneous professional services.

29-00 Funds available for rehabilitation assistance, first time home buyers assistance, and Community Housing Development Organization (CHDO).

BUDGET DETAIL EXPENSES

034-1346 BEGIN Program							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2013-14	ACTUAL 2014-15	FINAL BUDGET 2015-16	DEPT. HEAD REQUEST 2016-17	CITY MGR. RECOM. 2016-17	COUNCIL APPROVAL 2016-17
552.29-00	Other Materials Supplies	0	0	17,279	38,251	38,276	38,276
	Supplies and Services	0	0	17,279	38,251	38,276	38,276
555.92-18	Interdept DSC-Housing	5,000	0	0	0	0	0
555.92-70	Interdept DSC-Hsng Admin	0	19,257	0	0	0	0
	Interdepartmental	5,000	19,257	0	0	0	0
**	BEGIN Program	5,000	19,257	17,279	38,251	38,276	38,276

FUND NO. 034
ACCOUNT NO. 1346

BEGIN PROGRAM

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

CAL HOME Grant

E X P E N S E S	Actual 2013-14	Actual 2014-15	Final Budget 2015-16	Dept.Head Request 2016-17	City Mgr. Recom. 2016-17	Council Approval 2016-17
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	221,616	3,217	51,239	96,467	96,509	96,509
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
TOTAL	221,616	3,217	51,239	96,467	96,509	96,509

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F I N A N C I N G S O U R C E S	Actual 2013-14	Actual 2014-15	Final Budget 2015-16	Estimated 2016-17
Cal HOME Grant	196,803	0	0	0
Home Funds Loans	57,702	52,303	500	1,380
Other Revenues	32,889-	49,086-	50,739	95,129
TOTAL	221,616	3,217	51,239	96,509

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BUDGET DETAIL EXPENSES

052-1350 CAL HOME Grant						
ACCT. NO. ACCOUNT DESCRIPTION	ACTUAL 2013-14	ACTUAL 2014-15	FINAL BUDGET 2015-16	DEPT. HEAD REQUEST 2016-17	CITY MGR. RECOM. 2016-17	COUNCIL APPROVAL 2016-17
552.29-00 Other Materials Supplies	188,888	0	44,339	93,130	93,172	93,172
Supplies and Services	188,888	0	44,339	93,130	93,172	93,172
555.92-18 Interdept DSC-Housing	32,728	0	0	0	0	0
555.92-70 Interdept DSC-Hsng Admin	0	3,217	6,900	3,337	3,337	3,337
Interdepartmental	32,728	3,217	6,900	3,337	3,337	3,337
** CAL HOME Grant	221,616	3,217	51,239	96,467	96,509	96,509

FUND NO. 052
ACCOUNT NO. 1350

CALHOME-06 PROGRAM

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

BEGIN GRANTS

E X P E N S E S	Actual 2013-14	Actual 2014-15	Final Budget 2015-16	Dept. Head Request 2016-17	City Mgr. Recom. 2016-17	Council Approval 2016-17
Personnel Expenses	0	0	0	0	0	0
Supplies and Services	0	0	30,460	29,382	29,407	29,407
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	0	0	0	0	0	0
TOTAL	0	0	30,460	29,382	29,407	29,407

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F I N A N C I N G S O U R C E S	Actual 2013-14	Actual 2014-15	Final Budget 2015-16	Estimated 2016-17
Repayment on Loan	0	30,439	0	0
Other Revenues	0	30,439-	30,460	29,407
TOTAL	0	0	30,460	29,407

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BUDGET DETAIL EXPENSES

053-1351 BEGIN GRANTS							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2013-14	ACTUAL 2014-15	FINAL BUDGET 2015-16	DEPT. HEAD REQUEST 2016-17	CITY MGR. RECOM. 2016-17	COUNCIL APPROVAL 2016-17
552.29-00	Other Materials Supplies	0	0	26,089	27,860	27,885	27,885
	Supplies and Services	0	0	26,089	27,860	27,885	27,885
555.92-70	Interdept DSC-Hsng Admin	0	0	4,371	1,522	1,522	1,522
	Interdepartmental	0	0	4,371	1,522	1,522	1,522
**	BEGIN GRANTS	0	0	30,460	29,382	29,407	29,407

FUND NO. 053
ACCOUNT NO. 1351

BEGIN (SILVERLEAF) PROGRAM

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

Neighborhood Stabilization

E X P E N S E S	Actual 2013-14	Actual 2014-15	Final Budget 2015-16	Dept.Head Request 2016-17	City Mgr. Recom. 2016-17	Council Approval 2016-17
Personnel Expenses	141,607	0	0	0	0	0
Supplies and Services	109,831	215,663	217,164	281,836	281,978	281,978
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	106,763	0	4,264	0	0	0
* Undefined *	140	79	51	0	0	0
TOTAL	358,341	215,742	221,479	281,836	281,978	281,978

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F I N A N C I N G S O U R C E S	Actual 2013-14	Actual 2014-15	Final Budget 2015-16	Estimated 2016-17
PERS-EE Share 2.5% @ 55	7,475	0	0	0
Investment Earnings	441	1,172	580	1,170
Neighborhood Stabiliz. Loans	0	7,195	5,000	4,020
Land Sales	300,507	411,518	125,000	0
Other Revenues	49,918	204,143-	90,899	276,788
TOTAL	358,341	215,742	221,479	281,978

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BUDGET DETAIL EXPENSES

059-1352	Neighborhood Stablization						
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2013-14	ACTUAL 2014-15	FINAL BUDGET 2015-16	DEPT. HEAD REQUEST 2016-17	CITY MGR. RECOM. 2016-17	COUNCIL APPROVAL 2016-17
551.01-00	Regular Salaries	86,061	0	0	0	0	0
551.10-05	Retirement PERS Classic	18,681	0	0	0	0	0
551.10-06	Social Security-OASDI	5,364	0	0	0	0	0
551.10-07	Social Security-Medicare	1,255	0	0	0	0	0
551.10-12	Workers Compensation	740	0	0	0	0	0
551.10-20	Earned Benefit	4,197	0	0	0	0	0
551.10-21	Bilingual Pay Program	149	0	0	0	0	0
551.10-33	Core Allowance	25,160	0	0	0	0	0
	Personnel Services	141,607	0	0	0	0	0
552.13-00	Postage	33	0	0	0	0	0
552.15-00	Office Supplies	334	0	0	0	0	0
552.17-00	Professional Services	16,255	35,470	10,000	0	0	0
552.18-00	Travel and Meetings	63	0	0	0	0	0
552.20-00	Training Expense	499	0	0	0	0	0
552.23-00	Vehicle Operations/Maint	355	0	0	0	0	0
552.29-00	Other Materials Supplies	46,930	115,115	192,164	281,836	281,978	281,978
552.30-01	Dept Share of Insurance	2,138	0	0	0	0	0
552.38-00	Support Services	8,609	0	0	0	0	0
552.45-00	Facilities Maint Charge	5,598	0	0	0	0	0
	Supplies and Services	80,814	150,585	202,164	281,836	281,978	281,978
554.91-01	Adm Exp-City Manager	7,057	0	0	0	0	0
554.91-02	Adm Exp-City Attorney	2,102	0	0	0	0	0
554.91-09	Adm Exp-Finance	16,107	0	0	0	0	0
554.91-10	Adm Exp-Purchasing	2,217	0	0	0	0	0
554.91-16	Adm Exp-City Council	1,534	0	0	0	0	0
	Administrative	29,017	0	0	0	0	0
555.92-70	Interdept DSC-Hsng Admin	0	65,078	15,000	0	0	0
	Interdepartmental	0	65,078	15,000	0	0	0
657.65-00	Capital Imp. Projects	106,763	0	4,264	0	0	0
	Capital Outlay	106,763	0	4,264	0	0	0
918.93-08	Trsf-Sunset West (108)	0	47	51	0	0	0
918.93-21	Trsf-Ridgeview Meado(121)	0	32	0	0	0	0
918.93-36	Trsf-Las Brias (136)	140	0	0	0	0	0
	Other	140	79	51	0	0	0
**	Neighborhood Stablization	358,341	215,742	221,479	281,836	281,978	281,978

FUND NO. 059
ACCOUNT NO. 1352

NEIGHBORHOOD STABILIZATION PROGRAM 1 (NSP1)

- 17-00 Professional Service expenses for Realtor Contracts, Landscaping Contracts, and House Cleaning Contracts.

- 29-00 Housing rehabilitation, maintenance and utility fees for homes purchased. Funds also available to provide mortgage assistance loans to qualified first-time home buyers to purchase foreclosed properties.

Neighborhood Program

E X P E N S E S	Actual 2013-14	Actual 2014-15	Final Budget 2015-16	Dept.Head Request 2016-17	City Mgr. Recom. 2016-17	Council Approval 2016-17
Personnel Expenses	105.456	0	0	0	0	0
Supplies and Services	84.672	123.782	235.280	40.950	40.950	40.950
Debt Service	0	0	0	0	0	0
Acquisitions	0	0	0	0	0	0
Capital Improvements	98.874	0	0	0	0	0
TOTAL	289.002	123.782	235.280	40.950	40.950	40.950

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F I N A N C I N G S O U R C E S	Actual 2013-14	Actual 2014-15	Final Budget 2015-16	Estimated 2016-17
Neighborhood Stabl(NSP3)	37.010	33.243	0	0
PERS-EE Share 2.5% @ 55	5.429	0	0	0
Land Sales	254.293	91.732	235.000	40.500
Other Revenues	7.730-	1.193-	280	450
TOTAL	289.002	123.782	235.280	40.950

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BUDGET DETAIL EXPENSES

066-1354 Neighborhood Program							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2013-14	ACTUAL 2014-15	FINAL BUDGET 2015-16	DEPT. HEAD REQUEST 2016-17	CITY MGR. RECOM. 2016-17	COUNCIL APPROVAL 2016-17
551.01-00	Regular Salaries	63,640	0	0	0	0	0
551.10-05	Retirement PERS Classic	13,967	0	0	0	0	0
551.10-06	Social Security-OASDI	3,977	0	0	0	0	0
551.10-07	Social Security-Medicare	930	0	0	0	0	0
551.10-12	Workers Compensation	740	0	0	0	0	0
551.10-20	Earned Benefit	4,221	0	0	0	0	0
551.10-21	Bilingual Pay Program	149	0	0	0	0	0
551.10-33	Core Allowance	17,832	0	0	0	0	0
Personnel Services		105,456	0	0	0	0	0
552.13-00	Postage	18	0	0	0	0	0
552.15-00	Office Supplies	39	0	0	0	0	0
552.17-00	Professional Services	11,107	8,131	20,000	15,000	15,000	15,000
552.18-00	Travel and Meetings	63	0	0	0	0	0
552.20-00	Training Expense	349	0	0	0	0	0
552.23-00	Vehicle Operations/Maint	620	0	0	0	0	0
552.29-00	Other Materials Supplies	18,214	90,080	175,280	12,400	12,400	12,400
552.30-01	Dept Share of Insurance	2,138	0	0	0	0	0
552.38-00	Support Services	7,861	0	0	0	0	0
552.45-00	Facilities Maint Charge	9,796	0	0	0	0	0
Supplies and Services		50,205	98,211	195,280	27,400	27,400	27,400
554.91-01	Adm Exp-City Manager	8,157	0	0	0	0	0
554.91-02	Adm Exp-City Attorney	2,518	0	0	0	0	0
554.91-09	Adm Exp-Finance	19,298	0	0	0	0	0
554.91-10	Adm Exp-Purchasing	2,656	0	0	0	0	0
554.91-16	Adm Exp-City Council	1,838	0	0	0	0	0
Administrative		34,467	0	0	0	0	0
555.92-70	Interdept DSC-Hsng Admin	0	25,571	40,000	13,550	13,550	13,550
Interdepartmental		0	25,571	40,000	13,550	13,550	13,550
657.65-00	Capital Imp. Projects	98,874	0	0	0	0	0
Capital Outlay		98,874	0	0	0	0	0
**	Neighborhood Program	289,002	123,782	235,280	40,950	40,950	40,950

NEIGHBORHOOD STABILIZATION PROGRAM 3 (NSP3)

- 17-00 Professional Service expenses for Realtor Contracts, Landscaping Contracts, and House Cleaning Contracts.

- 29-00 Funds available to purchase foreclosed properties, rehabilitate the homes if needed, pay for maintenance and utility fees, and re-sell to low-moderate income qualified persons. Funds also available to provide mortgage assistance loans to qualified first-time home buyers to purchase foreclosed properties.

BUDGET DETAIL EXPENSES

070-1301 Housing							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2013-14	ACTUAL 2014-15	FINAL BUDGET 2015-16	DEPT. HEAD REQUEST 2016-17	CITY MGR. RECOM. 2016-17	COUNCIL APPROVAL 2016-17
551.01-00	Regular Salaries	0	173,497	186,007	182,848	150,456	150,456
551.04-01	Regular Overtime	0	160	0	0	0	0
551.10-02	Unused Sick Leave	0	303	0	0	0	0
551.10-05	Retirement PERS Classic	0	40,566	45,919	39,486	39,486	39,486
551.10-06	Social Security-OASDI	0	10,130	11,034	10,633	8,625	8,625
551.10-07	Social Security-Medicare	0	2,414	2,612	2,522	2,047	2,047
551.10-10	Retirement-PERS New Membr	0	0	0	7,991	7,991	7,991
551.10-12	Workers Compensation	0	10,456	5,504	5,511	5,426	5,426
551.10-20	Earned Benefit	0	2,899	4,683	2,420	526	526
551.10-24	Vehicle Allowance	0	827	828	778	778	778
551.10-33	Core Allowance	0	52,301	56,407	46,561	41,827	41,827
551.10-35	Post Employment Benefits	0	20,244	20,553	23,496	23,496	23,496
Personnel Services		0	313,797	333,547	322,246	280,658	280,658
552.12-00	Telephone	0	2,101	1,650	1,650	1,650	1,650
552.13-00	Postage	0	106	200	200	200	200
552.14-00	Advertising	0	47	1,000	500	500	500
552.15-00	Office Supplies	0	1,888	4,000	3,000	3,000	3,000
552.17-00	Professional Services	0	0	8,500	3,000	3,000	3,000
552.18-00	Travel and Meetings	0	813	3,000	2,000	2,000	2,000
552.20-00	Training Expense	0	1,614	1,500	1,500	1,500	1,500
552.23-00	Vehicle Operations/Maint	0	783	0	0	0	0
552.24-00	Memberships, Subscription	0	2,403	3,174	3,297	3,297	3,297
552.29-00	Other Materials Supplies	0	7,930	160,630	209,797	140,406	140,406
552.30-01	Dept Share of Insurance	0	4,367	5,574	4,052	4,052	4,052
552.34-00	Contingency Reserve	0	0	0	0	25,000	25,000
552.38-00	Support Services	0	62,183	45,513	17,841	17,841	17,841
552.45-00	Facilities Maint Charge	0	27,023	28,169	10,752	10,752	10,752
Supplies and Services		0	111,258	262,910	257,589	213,198	213,198
554.91-01	Adm Exp-City Manager	0	12,125	16,467	7,906	7,906	7,906
554.91-02	Adm Exp-City Attorney	0	13,253	3,577	1,323	1,323	1,323
554.91-03	Adm Exp-City Clerk	0	24,848	13,144	2,713	2,713	2,713
554.91-09	Adm Exp-Finance	0	55,326	58,740	26,913	26,913	26,913
554.91-10	Adm Exp-Purchasing	0	7,062	6,981	3,500	3,500	3,500
554.91-16	Adm Exp-City Council	0	5,438	6,588	0	0	0
Administrative		0	118,052	105,497	42,355	42,355	42,355
**	Housing	0	543,107	701,954	622,190	536,211	536,211

HOUSING

- 12-00 Telephone expenses associated with implementing and maintaining Housing programs.
- 13-00 Postage expenses associated with implementing and maintaining Housing programs.
- 14-00 Public hearing notices and other advertising.
- 15-00 Office supplies for implementing and maintaining Housing programs.
- 17-00 Annual audit costs, translation services and other miscellaneous professional services.
- 18-00 Miscellaneous trainings and meetings.
- 20-00 Registration for miscellaneous conferences, seminars, and other training programs.
- 24-00 Merced Sun-Star subscription, Merced County Times subscription and PC licensing fees.
- 29-00 Funds available for vacant lot and vacant home upkeep and repairs.

BUDGET DETAIL EXPENSES

071-1363 City Housing							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2013-14	ACTUAL 2014-15	FINAL BUDGET 2015-16	DEPT. HEAD REQUEST 2016-17	CITY MGR. RECOM. 2016-17	COUNCIL APPROVAL 2016-17
552.29-00	Other Materials Supplies	0	0	176,520	431,633	431,962	431,962
	Supplies and Services	0	0	176,520	431,633	431,962	431,962
554.91-01	Adm Exp-City Manager	183	192	1,828	1,916	2,744	2,744
554.91-02	Adm Exp-City Attorney	58	91	397	513	541	541
554.91-03	Adm Exp-City Clerk	0	327	1,143	1,478	1,405	1,405
554.91-09	Adm Exp-Finance	442	877	6,520	8,177	7,824	7,824
554.91-10	Adm Exp-Purchasing	61	112	775	1,097	1,043	1,043
554.91-16	Adm Exp-City Council	42	86	731	919	874	874
	Administrative	786	1,685	11,394	14,100	14,431	14,431
**	City Housing	786	1,685	187,914	445,733	446,393	446,393

FUND NO. 071
ACCOUNT NO. 1363

LMI HOUSING

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

29-00 Supplies and Services / Other Materials Supplies – Not actively used.

BUDGET DETAIL EXPENSES

380-0701 Finance							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2013-14	ACTUAL 2014-15	FINAL BUDGET 2015-16	DEPT. HEAD REQUEST 2016-17	CITY MGR. RECOM. 2016-17	COUNCIL APPROVAL 2016-17
706.71-06	Principal Loans	0	200,000	200,000	200,000	200,000	200,000
706.72-06	Interest Loans	0	102,610	92,610	82,350	82,350	82,350
	Debt Services	0	302,610	292,610	282,350	282,350	282,350
**	Finance	0	302,610	292,610	282,350	282,350	282,350

FUND NO. 380
ACCOUNT NO. 0701

HOUSING DEBT SERVICE

00-00 Monies are transferred from Fund 018 to Fund 380 to reimburse the HUD 108 Loan Payment. Payments are wired transferred bi-annually to HUD.

BUDGET DETAIL EXPENSES

471-1363 City Housing							
ACCT. NO.	ACCOUNT DESCRIPTION	ACTUAL 2013-14	ACTUAL 2014-15	FINAL BUDGET 2015-16	DEPT. HEAD REQUEST 2016-17	CITY MGR. RECOM. 2016-17	COUNCIL APPROVAL 2016-17
552.17-00	Professional Services	0	11,947	0	0	0	0
	Supplies and Services	0	11,947	0	0	0	0
617.65-00	Capital Imp. Projects	0	0	268,668	252,082	252,082	252,082
	Capital Outlay	0	0	268,668	252,082	252,082	252,082
948.93-50	Trsf-Streets/Signals(450)	0	0	4,436	4,436	4,436	4,436
	Other	0	0	4,436	4,436	4,436	4,436
**	City Housing	0	11,947	273,104	256,518	256,518	256,518

FUND NO. 471
ACCOUNT NO. 1363

LMI HOUSING CAPITAL IMPROVEMENTS PROJECTS

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