

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

**TAB 11**

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## **PUBLIC WORKS DEPARTMENT**

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

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#### ***DESCRIPTION***

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

#### ***OUR VISION***

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

#### ***MISSION***

In order to accomplish our vision we are committed to:

- Provide exceptional customer service through a unified team of dedicated, professional and selfless employees.
- Enhance our quality workforce through training, development and advancement opportunities.
- Provide a safe and healthy working, living and growing environment for all.
- Build collaborative partnerships with those we serve.
- Partner with and support other first responder organizations to address emergency needs (floods, wind storm damage, major incident traffic control) within the community when they occur.

# **PUBLIC WORKS ADMINISTRATION**

## **PUBLIC WORKS - ADMINISTRATION**

**FUND NO. 029**

**ACCOUNT NO. 1102**

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### ***DESCRIPTION***

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

### ***MISSION***

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

### ***GOALS***

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

### ***OBJECTIVES***

1. Enhance customer relations.

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

Continue to upgrade the Public Works web pages quarterly; providing up-to-date information regarding operations, services, and activities. Monitor and post useful Public Works information on The Streets of Merced Facebook page.



## PUBLIC WORKS - ADMINISTRATION

- |  |   |
|--|---|
|  | Send 25 customer surveys per month to measure Public Works customer service effectiveness.  |
| 2. Promote safety in the work place.   | <p>Conduct general and OSHA required safety training programs for new hires and annually for all Public Works personnel, including annual refresher course of the Injury and Illness Prevention Program.</p> <p>Monitor and review both vehicle and personnel accidents with Safety Committee and Risk Control Committee monthly to identify causes and implement loss prevention methods.</p> <p>Hold "All-Hands" safety training meetings once quarterly.</p> <p>Promote workplace safety through coordination with the Risk Management Authority by hosting and/or attending risk management training events. Host one RMA event per year.</p> |
| 3. Provide appropriate training opportunities consistent with the needs of the Administration staff. | <p>Average 16 hours training per employee annually.</p> <p>Maintain Standard Operating Procedures Manual to aid in training Administrative staff. Revise and add procedures as needed.</p>  |
| 4. Collaborate with Engineering to identify areas where Public Works Standards need revision.        | Review standards which apply to Public Works annually, and coordinate needed revisions with Engineering Department.   |

5. Collaborate with Engineering Department to develop and implement a citywide GIS program.

Continue working with the Water Division to obtain and map GPS coordinates for next 20% of the water valves. Mapping to include all pertinent valve information for each type of property. (GPS coordinates have been mapped for 35% of the existing water valves.)

Continue working with Wastewater Collection Division to obtain and map coordinates for last 5% of collection system manholes, including pertinent information. (GPS coordinates have mapped for 95% of existing system manholes.)

### ***2016/2017 Budget Highlights***

Continue to incorporate technology-driven cost accounting, customer service and management systems to decrease costs, identify weaknesses to improve service, and meet customer demands. Budget constraints on the Department's general fund operations have caused increased contact from affected customers with the Administration Division in the past, and may continue to do so in the coming fiscal year.

## Public Works Oper. Admin

ACCOUNT NO. 1102

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 1,306,031         | 1,379,932         | 1,567,698                  | 1,386,127                       | 1,436,810                      | 1,436,810                      |
| Supplies and Services | 351,702           | 356,498           | 402,137                    | 412,820                         | 441,484                        | 441,484                        |
| Debt Service          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Acquisitions          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Capital Improvements  | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| * Undefined *         | 3,182             | 3,297             | 3,415                      | 3,538                           | 3,538                          | 3,538                          |
| TOTAL                 | 1,660,915         | 1,739,727         | 1,973,250                  | 1,802,485                       | 1,881,832                      | 1,881,832                      |

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| F I N A N C I N G   S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|-----------------------------------|-------------------|-------------------|----------------------------|----------------------|
| PERS-EE Share 2.5% @ 55           | 74,502            | 73,237            | 66,254                     | 47,416               |
| PERS-EE Share 2% @ 62             | 0                 | 0                 | 1,902                      | 16,953               |
| Investment Earnings               | 1,649             | 1,418             | 1,200                      | 1,490                |
| Unclassified                      | 613               | 60                | 0                          | 0                    |
| Sale of Equipment                 | 8                 | 0                 | 0                          | 0                    |
| Adm Reimb-General Fund            | 26,970            | 33,302            | 29,832                     | 28,907               |
| Adm Reimb-Maint. District         | 8,095             | 8,242             | 8,311                      | 8,504                |
| Adm Reimb-Street Trees            | 16,598            | 0                 | 0                          | 0                    |
| Adm Reimb-Street Maint.           | 35,617            | 44,236            | 43,174                     | 41,203               |
| Adm Reimb-Wastewater Sys          | 181,690           | 229,327           | 224,151                    | 218,513              |
| Adm Reimb-Water System            | 138,863           | 187,938           | 170,548                    | 172,512              |
| Adm Reimb-Refuse System           | 181,834           | 231,443           | 222,208                    | 221,005              |
| Adm Reimb-Fleet Managemnt         | 54,280            | 65,234            | 61,523                     | 60,347               |
| Interdept DSR-General Fnd         | 53,397            | 54,464            | 67,885                     | 74,622               |
| Interdept DSR-Maint Dist          | 31,408            | 36,421            | 35,753                     | 36,474               |
| Interdept DSR-Street Tree         | 43,195            | 0                 | 0                          | 0                    |
| Interdept DSR-Streets             | 55,726            | 57,031            | 62,017                     | 62,479               |
| Interdept DSR-CFD's               | 616               | 822               | 329                        | 343                  |
| Interdept DSR-Wastewater          | 174,068           | 177,459           | 204,412                    | 87,203               |
| Interdept DSR-Water Sys           | 180,913           | 185,993           | 128,983                    | 109,922              |
| Interdept DSR-Refuse              | 315,359           | 352,977           | 350,709                    | 345,379              |
| Interdept DSR-Airport             | 0                 | 0                 | 38,407                     | 0                    |
| Interdept DSR-Fleet               | 36,828            | 32,667            | 48,476                     | 51,625               |
| Interdept DSR-Facilities          | 20,772            | 21,055            | 20,825                     | 21,932               |
| Other Revenues                    | 27,914            | 53,599-           | 186,351                    | 275,003              |
| TOTAL                             | 1,660,915         | 1,739,727         | 1,973,250                  | 1,881,832            |

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## P E R S O N N E L                      Number of Positions

| Classification                                    | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
|---|--------------------------------|---------------------------------|--------------------------------|---------------------|
| Dir of Public Works                               | .90                            | .90                             | 1.00                           | 1.00                |
| Dir of PW - Water Resources or<br>Deputy Director |                                |                                 |                                |                     |
| Dir of PW - Operations                            | 1.00                           | 1.00                            |                                |                     |
| Safety Specialist/Trainee                         | 1.00                           | 1.00                            | 1.00                           | 1.00                |

## P E R S O N N E L

## Number of Positions

| Classification              | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
|-----------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------|
| Deputy PW Director          |                                |                                 | 1.00                           | 1.00                |
| Management Analyst          | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| Secretary I/II              | 4.00                           | 4.00                            | 3.95                           | 3.95                |
| GIS Coordinator             | 1.00                           | 1.00                            | 1.25                           | 1.25                |
| Systems Technician I/II/III | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| Acctg. Technician           | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| Accountant I/II             | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| Account Clerk I/II/III      | 1.25                           | 1.25                            | 1.25                           | 1.25                |
| Clerk Typist I/II           | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| TOTAL                       | 14.15                          | 14.15                           | 14.45                          | 14.45               |

## BUDGET DETAIL EXPENSES

| 029-1102              | Public Works Oper. Admin   |                   |                   |                            |                                  |                                |                                |
|-----------------------|----------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.             | ACCOUNT DESCRIPTION        | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 531.01-00             | Regular Salaries           | 819,734           | 838,873           | 881,323                    | 853,400                          | 878,136                        | 878,136                        |
| 531.03-00             | Extra Help                 | 0                 | 674               | 0                          | 0                                | 0                              | 0                              |
| 531.04-01             | Regular Overtime           | 7,918             | 6,603             | 8,360                      | 8,589                            | 8,589                          | 8,589                          |
| 531.10-02             | Unused Sick Leave          | 0                 | 1,896             | 2,895                      | 0                                | 0                              | 0                              |
| 531.10-05             | Retirement PERS Classic    | 177,814           | 196,139           | 209,979                    | 155,484                          | 159,212                        | 159,212                        |
| 531.10-06             | Social Security-OASDI      | 48,955            | 51,479            | 60,260                     | 51,720                           | 53,159                         | 53,159                         |
| 531.10-07             | Social Security-Medicare   | 11,844            | 12,362            | 14,214                     | 12,301                           | 12,660                         | 12,660                         |
| 531.10-10             | Retirement-PERS New Membr  | 0                 | 0                 | 7,041                      | 64,308                           | 66,919                         | 66,919                         |
| 531.10-12             | Workers Compensation       | 3,343             | 11,573            | 8,898                      | 7,513                            | 7,610                          | 7,610                          |
| 531.10-20             | Earned Benefit             | 11,870            | 28,861            | 112,667                    | 6,757                            | 6,757                          | 6,757                          |
| 531.10-21             | Bilingual Pay Program      | 659               | 1,070             | 1,200                      | 1,020                            | 1,020                          | 1,020                          |
| 531.10-23             | Uniform Cleaning           | 35                | 233               | 0                          | 0                                | 0                              | 0                              |
| 531.10-27             | PTS Plan FICA Alternative  | 0                 | 7                 | 0                          | 0                                | 0                              | 0                              |
| 531.10-33             | Core Allowance             | 199,312           | 206,297           | 235,911                    | 197,602                          | 215,315                        | 215,315                        |
| 531.10-35             | Post Employment Benefits   | 24,547            | 24,331            | 24,950                     | 27,433                           | 27,433                         | 27,433                         |
| Personnel Services    |                            | 1,306,031         | 1,379,932         | 1,567,698                  | 1,386,127                        | 1,436,810                      | 1,436,810                      |
| 532.11-00             | Utilities                  | 16,607            | 14,741            | 16,787                     | 26,034                           | 26,034                         | 26,034                         |
| 532.12-00             | Telephone                  | 2,288             | 3,095             | 2,500                      | 2,259                            | 2,259                          | 2,259                          |
| 532.13-00             | Postage                    | 412               | 698               | 729                        | 729                              | 729                            | 729                            |
| 532.15-00             | Office Supplies            | 32,687            | 22,712            | 51,713                     | 39,102                           | 39,163                         | 39,163                         |
| 532.17-00             | Professional Services      | 16,776            | 16,395            | 16,470                     | 16,300                           | 16,300                         | 16,300                         |
| 532.18-00             | Travel and Meetings        | 5,426             | 5,854             | 5,482                      | 6,312                            | 6,312                          | 6,312                          |
| 532.20-00             | Training Expense           | 4,990             | 8,802             | 6,625                      | 6,750                            | 6,750                          | 6,750                          |
| 532.21-00             | Rents/Leases               | 1,667             | 2,745             | 3,392                      | 3,820                            | 3,820                          | 3,820                          |
| 532.22-00             | Office Equipment O & M     | 0                 | 0                 | 0                          | 1,000                            | 1,000                          | 1,000                          |
| 532.23-00             | Vehicle Operations/Maint   | 6,955             | 9,360             | 9,196                      | 8,900                            | 8,900                          | 8,900                          |
| 532.24-00             | Memberships, Subscription  | 9,192             | 11,885            | 15,981                     | 15,802                           | 15,802                         | 15,802                         |
| 532.25-00             | Maintenance Matls & Svcs   | 15,803            | 5,364             | 14,246                     | 14,815                           | 14,815                         | 14,815                         |
| 532.26-00             | Other Equipment O & M      | 0                 | 0                 | 0                          | 1,369                            | 1,369                          | 1,369                          |
| 532.28-00             | Safety Supplies            | 7,736             | 5,786             | 8,800                      | 8,800                            | 8,800                          | 8,800                          |
| 532.30-01             | Dept Share of Insurance    | 16,237            | 16,212            | 20,510                     | 23,894                           | 23,892                         | 23,892                         |
| 532.32-00             | Vehicle Replacement Fee    | 15,240            | 16,317            | 16,317                     | 11,354                           | 11,354                         | 11,354                         |
| 532.38-00             | Support Services           | 114,746           | 122,129           | 109,041                    | 113,981                          | 116,866                        | 116,866                        |
| 532.45-00             | Facilities Maint Charge    | 42,428            | 41,268            | 50,327                     | 43,493                           | 68,196                         | 68,196                         |
| 532.46-00             | Computer Replacement Chrg  | 36,194            | 46,757            | 47,541                     | 59,253                           | 59,253                         | 59,253                         |
| Supplies and Services |                            | 345,384           | 350,120           | 395,657                    | 403,967                          | 431,614                        | 431,614                        |
| 534.91-01             | Adm Exp-City Manager       | 17                | 0                 | 0                          | 0                                | 0                              | 0                              |
| 534.91-03             | Adm Exp-City Clerk         | 0                 | 33                | 29                         | 56                               | 56                             | 56                             |
| Administrative        |                            | 17                | 33                | 29                         | 56                               | 56                             | 56                             |
| 535.92-17             | Interdept DSC-Develop Svc  | 6,301             | 6,345             | 6,451                      | 5,602                            | 6,644                          | 6,644                          |
| 535.92-72             | Interdept DSC-Supprt Sr    | 0                 | 0                 | 0                          | 3,195                            | 3,170                          | 3,170                          |
| Interdepartmental     |                            | 6,301             | 6,345             | 6,451                      | 8,797                            | 9,814                          | 9,814                          |
| 968.93-71             | Trnsf-Facilities Main(671) | 3,182             | 3,297             | 3,415                      | 3,538                            | 3,538                          | 3,538                          |
| Other                 |                            | 3,182             | 3,297             | 3,415                      | 3,538                            | 3,538                          | 3,538                          |
| **                    | Public Works Oper. Admin   | 1,660,915         | 1,739,727         | 1,973,250                  | 1,802,485                        | 1,881,832                      | 1,881,832                      |

## **PUBLIC WORKS OPERATIONS – ADMINISTRATION**

- 12-00 Office & cellular phones, telephone listing, and two-way radio circuits
- 18-00 Geographical Information System & OSHA Training, as well as Public Works Officers Institute
- 24-00 Personal Computer Licensing, CAL-OSHA Reporter, and American Public Works Association membership
- 28-00 Department Recognition Safety Awards, Safety training aids, video rentals, Public Works Safety Awareness Week, First Aid supplies.

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

# **STREETS AND STREETLIGHTS**

## **STREET AND STREETLIGHT MAINTENANCE**

**FUND NO. 022**

**ACCOUNT NO. 1104**

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### ***DESCRIPTION***

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

### ***MISSION***

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

### ***GOALS***

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

### ***OBJECTIVES***

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

### ***PERFORMANCE***

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

Replace 50,000-sq. ft. of asphalt, utilizing city forces and private contractors at strategic locations by June 2017. Contingent on availability of funding.

Fill potholes within 24 hours after reported customer complaints.  
Aggressively inspect streets weekly for potholes on major roads.

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



## STREET AND STREETLIGHT MAINTENANCE

- |  |   |
|--|---|
| 2. Continue Sidewalk Maintenance Program to remove tripping hazards, using city forces and private contractors. Install ADA ramps as prioritized through inspection and Engineering's ADA ramp project list. | <p>Shave/Saw cut 1500 trip hazards by June 2017.</p> <p>Remove and Replace 150 trip hazards utilizing the Sidewalk Program.</p> <p>Replace temporary patches, due to utility cuts in streets asphalt repairs within 30-days of work performed by the Utilities Division.</p> <p>Work with the Engineering Department on the identifying and installation of ADA ramps at strategic locations with emphasis on schools, hospitals, and businesses with curbs restricting ADA access.</p> |
| 3. Continue Traffic Signal and Streetlight Maintenance Program.  | <p>Continue 2 hour maximum response to reported traffic signal problems and 48-hour maximum response time to reported streetlight outages. Tracking accomplished through current work order system.</p> <p>Continue to research technological improvements to determine how they may benefit the city's traffic signal and streetlight maintenance program.</p>   |

## STREET AND STREETLIGHT MAINTENANCE

4. Continue Street Signs and Traffic Pavement Markings Maintenance Program with focus on meeting MUTCD regulatory retro-reflectivity standards by 2018.

Complete annual repainting of all STOP's, center-line, bike lane, and fog line striping by June 2017.

Conduct annual sign survey to identify necessary repairs or replacements in Area 6 (North of Yosemite Ave to City Limits) City is divided into 6 areas, completion of project 2018.

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

### ***2016-2017 BUDGET HIGHLIGHTS***

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

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 858,113           | 873,588           | 921,342                    | 913,812                         | 920,069                        | 920,069                        |
| Supplies and Services | 1,150,728         | 1,360,834         | 1,510,134                  | 1,539,972                       | 1,515,213                      | 1,515,213                      |
| Debt Service          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Acquisitions          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Capital Improvements  | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| * Undefined *         | 358,001           | 295,323           | 377,264                    | 411,284                         | 411,284                        | 411,284                        |
| TOTAL                 | 2,366,842         | 2,529,745         | 2,808,740                  | 2,865,068                       | 2,846,566                      | 2,846,566                      |

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| F I N A N C I N G   S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|-----------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Utility-Cut Costs Recvory         | 60,930            | 43,365            | 145,000                    | 145,000              |
| PERS-EE Share 2.5% @ 55           | 31,516            | 21,585            | 22,581                     | 22,643               |
| PERS-EE Share 2% @ 60             | 2,917             | 3,086             | 2,907                      | 3,128                |
| PERS-EE Share 2% @ 62             | 2,974             | 3,273             | 5,764                      | 5,612                |
| Rent & Maintenance                | 18,900            | 18,900            | 18,900                     | 24,900               |
| Unclassified                      | 3,885             | 4,259             | 100                        | 100                  |
| Damage Claims                     | 11,782            | 66,202            | 10,000                     | 10,000               |
| Sale of Equipment                 | 370               | 0                 | 0                          | 0                    |
| Interdept DSR-Maint Dist          | 2,571             | 2,504             | 2,594                      | 3,022                |
| Interdept DSR-Refuse              | 139,446           | 100,774           | 92,080                     | 108,558              |
| Trsf-General Fund (001)           | 0                 | 277,205           | 0                          | 0                    |
| Trsf-2105 Gas Tax Fu(009)         | 378,323           | 557,345           | 570,539                    | 542,015              |
| Trsf-2106 Gas Tax Fu(010)         | 193,212           | 220,614           | 243,779                    | 256,466              |
| Trsf-2107 Gas Tax Fu(011)         | 563,722           | 535,894           | 832,743                    | 761,949              |
| Trsf-Measure "C" (061)            | 0                 | 0                 | 374,689                    | 446,346              |
| Trsf-2103 Gas Tax Fu(065)         | 1,119,253         | 836,216           | 367,664                    | 206,486              |
| Trsf-Streets & Signa(450)         | 0                 | 5,309             | 0                          | 0                    |
| Retro Fee Expense                 | 100               | 100               | 0                          | 0                    |
| Other Revenues                    | 163,059-          | 166,886-          | 119,400                    | 310,341              |
| TOTAL                             | 2,366,842         | 2,529,745         | 2,808,740                  | 2,846,566            |

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P E R S O N N E L                      Number of Positions

| Classification               | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
|------------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------|
| P.W. Manager - Tax Service   | .20                            | .20                             | .25                            | .25                 |
| Public Works Spvr. - Streets | .80                            | .80                             | .80                            | .80                 |
| Maintenance Worker I/II/III  | 5.00                           | 5.00                            | 5.00                           | 5.00                |
| Traffic Signal/Ltg Tech      | 2.00                           | 2.00                            | 2.00                           | 2.00                |
| TOTAL                        | 8.00                           | 8.00                            | 8.05                           | 8.05                |

## BUDGET DETAIL EXPENSES

| 022-1104              | Street/Light Maintenance  |                   |                   |                            |                                  |                                |                                |
|-----------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.             | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 531.01-00             | Regular Salaries          | 411,226           | 362,779           | 424,673                    | 422,086                          | 426,193                        | 426,193                        |
| 531.03-00             | Extra Help                | 0                 | 30,791            | 36,606                     | 34,118                           | 34,118                         | 34,118                         |
| 531.04-01             | Regular Overtime          | 63,142            | 69,853            | 67,150                     | 67,315                           | 67,315                         | 67,315                         |
| 531.04-04             | Call Back Time Worked     | 6,788             | 5,231             | 6,377                      | 6,498                            | 6,498                          | 6,498                          |
| 531.10-02             | Unused Sick Leave         | 1,187             | 0                 | 0                          | 0                                | 0                              | 0                              |
| 531.10-05             | Retirement PERS Classic   | 74,484            | 57,766            | 71,597                     | 76,241                           | 76,241                         | 76,241                         |
| 531.10-06             | Social Security-OASDI     | 32,126            | 28,092            | 32,593                     | 32,400                           | 32,715                         | 32,715                         |
| 531.10-07             | Social Security-Medicare  | 7,513             | 7,021             | 8,153                      | 8,072                            | 8,146                          | 8,146                          |
| 531.10-08             | State Unemployment        | 0                 | 18,453            | 2,746                      | 4,608                            | 4,608                          | 4,608                          |
| 531.10-09             | Retirement-PERS Lateral   | 7,008             | 9,031             | 10,191                     | 11,652                           | 11,652                         | 11,652                         |
| 531.10-10             | Retirement-PERS New Membr | 7,414             | 10,174            | 21,342                     | 21,139                           | 22,152                         | 22,152                         |
| 531.10-12             | Workers Compensation      | 60,465            | 61,518            | 45,898                     | 33,820                           | 33,556                         | 33,556                         |
| 531.10-17             | Stand By Pay              | 29,978            | 24,720            | 29,912                     | 29,912                           | 29,912                         | 29,912                         |
| 531.10-20             | Earned Benefit            | 528               | 41,496            | 4,658                      | 4,658                            | 4,658                          | 4,658                          |
| 531.10-21             | Bilingual Pay Program     | 1,203             | 873               | 960                        | 480                              | 480                            | 480                            |
| 531.10-23             | Uniform Cleaning          | 1,876             | 3,171             | 1,995                      | 2,015                            | 2,015                          | 2,015                          |
| 531.10-27             | PTS Plan FICA Alternative | 0                 | 405               | 476                        | 444                              | 444                            | 444                            |
| 531.10-33             | Core Allowance            | 96,964            | 100,926           | 106,109                    | 118,423                          | 119,435                        | 119,435                        |
| 531.10-35             | Post Employment Benefits  | 56,211            | 41,288            | 49,906                     | 39,931                           | 39,931                         | 39,931                         |
| Personnel Services    |                           | 858,113           | 873,588           | 921,342                    | 913,812                          | 920,069                        | 920,069                        |
| 532.11-00             | Utilities                 | 223,193           | 392,157           | 388,388                    | 403,923                          | 403,923                        | 403,923                        |
| 532.12-00             | Telephone                 | 2,621             | 3,627             | 3,308                      | 2,211                            | 2,211                          | 2,211                          |
| 532.13-00             | Postage                   | 184               | 215               | 250                        | 250                              | 250                            | 250                            |
| 532.17-00             | Professional Services     | 60,292            | 85,122            | 118,769                    | 122,133                          | 122,133                        | 122,133                        |
| 532.18-00             | Travel and Meetings       | 4,636             | 1,655             | 5,895                      | 5,625                            | 5,625                          | 5,625                          |
| 532.20-00             | Training Expense          | 6,146             | 3,547             | 4,233                      | 4,402                            | 4,402                          | 4,402                          |
| 532.21-00             | Rents/Leases              | 239               | 200               | 294                        | 344                              | 344                            | 344                            |
| 532.23-00             | Vehicle Operations/Maint  | 109,133           | 140,346           | 125,256                    | 120,509                          | 120,509                        | 120,509                        |
| 532.24-00             | Memberships, Subscription | 1,135             | 1,206             | 1,366                      | 1,546                            | 1,546                          | 1,546                          |
| 532.25-00             | Maintenance Matls & Svcs  | 327,156           | 271,733           | 348,391                    | 362,222                          | 320,953                        | 320,953                        |
| 532.26-00             | Other Equipment O & M     | 3,405             | 2,573             | 3,949                      | 5,074                            | 5,074                          | 5,074                          |
| 532.27-00             | Small Tools               | 2,571             | 1,923             | 3,033                      | 3,150                            | 3,150                          | 3,150                          |
| 532.28-00             | Safety Supplies           | 2,880             | 2,554             | 4,262                      | 4,420                            | 4,420                          | 4,420                          |
| 532.30-01             | Dept Share of Insurance   | 26,965            | 23,126            | 43,205                     | 57,650                           | 57,749                         | 57,749                         |
| 532.35-84             | Retro Fee Expense         | 100               | 100               | 0                          | 0                                | 0                              | 0                              |
| 532.38-00             | Support Services          | 37,976            | 38,558            | 42,547                     | 45,650                           | 45,867                         | 45,867                         |
| 532.45-00             | Facilities Maint Charge   | 3,577             | 8,899             | 17,207                     | 15,679                           | 19,714                         | 19,714                         |
| Supplies and Services |                           | 812,209           | 977,541           | 1,110,353                  | 1,154,788                        | 1,117,870                      | 1,117,870                      |
| 534.91-01             | Adm Exp-City Manager      | 20,806            | 10,523            | 15,969                     | 13,549                           | 20,161                         | 20,161                         |
| 534.91-02             | Adm Exp-City Attorney     | 6,557             | 6,617             | 3,469                      | 3,629                            | 3,978                          | 3,978                          |
| 534.91-03             | Adm Exp-City Clerk        | 0                 | 17,950            | 9,988                      | 10,453                           | 10,326                         | 10,326                         |
| 534.91-09             | Adm Exp-Finance           | 50,247            | 48,017            | 56,963                     | 57,815                           | 57,482                         | 57,482                         |
| 534.91-10             | Adm Exp-Purchasing        | 6,917             | 6,129             | 6,769                      | 7,758                            | 7,663                          | 7,663                          |
| 534.91-11             | Adm Exp-Public Works      | 35,617            | 44,236            | 43,174                     | 34,021                           | 41,203                         | 41,203                         |
| 534.91-16             | Adm Exp-City Council      | 4,785             | 4,720             | 6,389                      | 6,497                            | 6,421                          | 6,421                          |
| Administrative        |                           | 124,929           | 138,192           | 142,721                    | 133,722                          | 147,234                        | 147,234                        |
| 535.92-17             | Interdept DSC-Develop Svc | 157,634           | 187,840           | 194,436                    | 187,274                          | 186,977                        | 186,977                        |
| 535.92-29             | Interdept DSC-Pub Works   | 55,726            | 57,031            | 62,017                     | 63,530                           | 62,479                         | 62,479                         |
| 535.92-53             | Interdept DSC-Wastewater  | 0                 | 0                 | 261                        | 411                              | 406                            | 406                            |
| 535.92-72             | Interdept DSC-Supprt Sr   | 230               | 230               | 346                        | 247                              | 247                            | 247                            |
| Interdepartmental     |                           | 213,590           | 245,101           | 257,060                    | 251,462                          | 250,109                        | 250,109                        |

## BUDGET DETAIL EXPENSES

|           |                           |                   |                   |                            |                                  |                                |                                |
|-----------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| 022-1104  | Street/Light Maintenance  |                   |                   |                            |                                  |                                |                                |
| ACCT. NO. | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
|           |                           |                   |                   |                            |                                  |                                |                                |
| 948.93-50 | Trsf-Streets/Signals(450) | 76,151            | 3,348             | 74,810                     | 97,984                           | 97,984                         | 97,984                         |
|           | Other                     | 76,151            | 3,348             | 74,810                     | 97,984                           | 97,984                         | 97,984                         |
| 968.93-71 | Trsf-Facilities Main(671) | 281,850           | 291,975           | 302,454                    | 313,300                          | 313,300                        | 313,300                        |
|           | Other                     | 281,850           | 291,975           | 302,454                    | 313,300                          | 313,300                        | 313,300                        |
| **        | Street/Light Maintenance  | 2,366,842         | 2,529,745         | 2,808,740                  | 2,865,068                        | 2,846,566                      | 2,846,566                      |

## **STREET AND STREETLIGHT MAINTENANCE**

- 11-00 Includes electrical services for streetlights/traffic signals, and share of Corporation Yard utilities
  
- 17-00 DMV drivers' license upgrades and renewals. Cal Trans traffic signal controller maintenance, State Controllers Report, hazardous material disposal, contract landscape maintenance for street center-medians, and "G" Street undercrossing
  
- 21-00 Rental of compact asphalt roller and air gas torches, security alarm service at traffic/signal light warehouse, and shared copier machine maintenance
  
- 24-00 Underground Service Alert (USA), International Municipal Signal Association (IMSA), and Traffic Signal Association
  
- 26-00 Replacement of concrete grinder blades, and miscellaneous tools

**MEASURE “C” FUND-PUBLIC WORKS**  
**FUND NO. 061**  
**ACCOUNT NO. 1126**

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***PROGRAM***

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

## Measure "C"- Public Works

ACCOUNT NO. 1126

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept. Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Supplies and Services | 3,172             | 187,763           | 4,850                      | 7,560                            | 8,256                          | 8,256                          |
| Debt Service          | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Acquisitions          | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Capital Improvements  | 1,813             | 408,399           | 760,784                    | 0                                | 0                              | 0                              |
| * Undefined *         | 0                 | 0                 | 374,689                    | 446,346                          | 446,346                        | 446,346                        |
| TOTAL                 | 4,985             | 596,162           | 1,140,323                  | 453,906                          | 454,602                        | 454,602                        |

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| F I N A N C I N G   S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|-----------------------------------|-------------------|-------------------|----------------------------|----------------------|
| General Sales and Use             | 5,453,218         | 5,568,158         | 6,167,000                  | 6,100,000            |
| Investment Earnings               | 4,138             | 1,557             | 2,120                      | 660                  |
| Trsf-Unemployment Fn(668)         | 0                 | 0                 | 0                          | 26,816               |
| Other Revenues                    | 5,452,371-        | 4,973,553-        | 5,028,797-                 | 5,672,874-           |
| TOTAL                             | 4,985             | 596,162           | 1,140,323                  | 454,602              |

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## BUDGET DETAIL EXPENSES

| 061-1126  | Measure "C"- Public Works |                   |                   |                            |                                  |                                |                                |
|-----------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 532.25-00 | Maintenance Matls & Svcs  | 0                 | 178,714           | 0                          | 0                                | 0                              | 0                              |
| 532.38-00 | Support Services          | 0                 | 77                | 56                         | 85                               | 79                             | 79                             |
|           | Supplies and Services     | 0                 | 178,791           | 56                         | 85                               | 79                             | 79                             |
| 534.91-01 | Adm Exp-City Manager      | 739               | 969               | 769                        | 1,016                            | 1,555                          | 1,555                          |
| 534.91-02 | Adm Exp-City Attorney     | 233               | 293               | 167                        | 272                              | 307                            | 307                            |
| 534.91-03 | Adm Exp-City Clerk        | 0                 | 2,287             | 481                        | 784                              | 796                            | 796                            |
| 534.91-09 | Adm Exp-Finance           | 1,784             | 4,423             | 2,743                      | 4,334                            | 4,433                          | 4,433                          |
| 534.91-10 | Adm Exp-Purchasing        | 246               | 565               | 326                        | 582                              | 591                            | 591                            |
| 534.91-16 | Adm Exp-City Council      | 170               | 435               | 308                        | 487                              | 495                            | 495                            |
|           | Administrative            | 3,172             | 8,972             | 4,794                      | 7,475                            | 8,177                          | 8,177                          |
| 637.65-00 | Capital Imp. Projects     | 1,813             | 408,399           | 760,784                    | 0                                | 0                              | 0                              |
|           | Capital Outlay            | 1,813             | 408,399           | 760,784                    | 0                                | 0                              | 0                              |
| 908.93-22 | Trsf-Street Maint/Lt(022) | 0                 | 0                 | 374,689                    | 446,346                          | 446,346                        | 446,346                        |
|           | Other                     | 0                 | 0                 | 374,689                    | 446,346                          | 446,346                        | 446,346                        |
| **        | Measure "C"- Public Works | 4,985             | 596,162           | 1,140,323                  | 453,906                          | 454,602                        | 454,602                        |

**STREETS AND SIGNALS  
CAPITAL IMPROVEMENT PROJECT FUND  
FUND NO. 450  
ACCOUNT NO. 1104**

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***PROGRAM***

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

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

## Street/Light CIP

ACCOUNT NO. 1104

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Supplies and Services | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Debt Service          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Acquisitions          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Capital Improvements  | 3,119,755         | 2,669,128         | 7,877,978                  | 5,909,520                       | 6,042,930                      | 6,042,930                      |
| * Undefined *         | 85,561            | 163,011           | 12,426                     | 32,105                          | 32,105                         | 32,105                         |
| TOTAL                 | 3,205,316         | 2,832,139         | 7,890,404                  | 5,941,625                       | 6,075,035                      | 6,075,035                      |

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| F I N A N C I N G   S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|-----------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Other Federal Grants              | 0                 | 0                 | 0                          | 4,996                |
| Congstn Mgnt Air Qlt-CMAQ         | 377,249           | 1,001,778         | 1,960,356                  | 509,864              |
| Other State Grants                | 922,024           | 130,579           | 62,962                     | 32,780               |
| Investment Earnings               | 9,327             | 10,257            | 11,340                     | 11,070               |
| Trsf-Housing Fund (018)           | 0                 | 21,111            | 0                          | 141,410              |
| Trsf-Street Maint/Lt(022)         | 76,151            | 3,348             | 74,810                     | 97,984               |
| Trsf-STP Fund (025)               | 309,601           | 1,794,742         | 3,778,805                  | 3,089,201            |
| Trsf-Facilities-Road(044)         | 42,321            | 0                 | 1,624,521                  | 1,624,521            |
| Trsf-Facilities Road(054)         | 826,097           | 28,460            | 102,606                    | 82,546               |
| Trsf-City HousingCIP(471)         | 0                 | 0                 | 4,436                      | 4,436                |
| Other Revenues                    | 642,546           | 158,136-          | 270,568                    | 476,227              |
| TOTAL                             | 3,205,316         | 2,832,139         | 7,890,404                  | 6,075,035            |

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## BUDGET DETAIL EXPENSES

|           |                           |                   |                   |                            |                                  |                                |                                |
|-----------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| 450-1104  | Street/Light CIP          |                   |                   |                            |                                  |                                |                                |
| ACCT. NO. | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 637.65-00 | Capital Imp. Projects     | 3,119,755         | 2,669,128         | 7,877,978                  | 5,909,520                        | 6,042,930                      | 6,042,930                      |
|           | Capital Outlay            | 3,119,755         | 2,669,128         | 7,877,978                  | 5,909,520                        | 6,042,930                      | 6,042,930                      |
| 908.93-22 | Trsf-Street Maint/Lt(022) | 0                 | 5,309             | 0                          | 0                                | 0                              | 0                              |
| 908.93-25 | Trsf-STP Fund (025)       | 9,829             | 157,144           | 12,426                     | 32,105                           | 32,105                         | 32,105                         |
| 908.93-44 | Trsf-Facilities Road(044) | 53,327            | 558               | 0                          | 0                                | 0                              | 0                              |
| 908.93-54 | Trsf-Facilities Road(054) | 22,405            | 0                 | 0                          | 0                                | 0                              | 0                              |
|           | Other                     | 85,561            | 163,011           | 12,426                     | 32,105                           | 32,105                         | 32,105                         |
| **        | Street/Light CIP          | 3,205,316         | 2,832,139         | 7,890,404                  | 5,941,625                        | 6,075,035                      | 6,075,035                      |

# **PARKS MAINTENANCE**

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

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***DESCRIPTION***

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

***MISSION***

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

***GOALS***

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

## PARKS MAINTENANCE

| <b>OBJECTIVES</b>   | <b>PERFORMANCE<br/>MEASUREMENTS/INDICATORS</b>  |
|---|---|
| 1. Upgrade or replace parks playground equipment identified in the playground audit, in accordance with Assembly Bill 1055.         | Continue monthly playground inspections to ensure all playground sites are in compliance. Schedule parks in need of fibar or additional fibar insuring the safety of the users.                   |
| 2. In collaboration with Merced Garden Club, continue Rose-Garden upgrades and pruning.   | Replace rose bushes as needed of the 200 rose bushes in the Rose Garden annually.   |
| 3. Vegetation and fire reduction management within the city utility right-of-ways.  | Apply herbicide applications annually as needed or in response to a customer service request.   |
| 4. Ensure maintenance district landscape areas are maintained by private landscape contractor(s) as specified by contract language. | Inspect maintenance district and CFD landscaping monthly. Document findings in monthly reports to contractor and Department Head, as well as ensuring deficiencies are corrected when identified. |

### ***2016/2017 Budget Highlights***

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

## Parks Maintenance

ACCOUNT NO. 1120

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 652,922           | 695,949           | 667,732                    | 670,321                         | 674,201                        | 674,201                        |
| Supplies and Services | 882,985           | 863,204           | 935,912                    | 985,744                         | 991,301                        | 991,301                        |
| Debt Service          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Acquisitions          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Capital Improvements  | 0                 | 0                 | 0                          | 0                               | 100,000                        | 100,000                        |
| TOTAL                 | 1,535,907         | 1,559,153         | 1,603,644                  | 1,656,065                       | 1,765,502                      | 1,765,502                      |

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| F I N A N C I N G S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|---------------------------------|-------------------|-------------------|----------------------------|----------------------|
| PERS-EE Share 2.5% @ 55         | 24,596            | 23,176            | 21,106                     | 21,595               |
| PERS-EE Share 2% @ 62           | 0                 | 927               | 571                        | 806                  |
| Unclassified                    | 791               | 0                 | 500                        | 500                  |
| Sale of Equipment               | 6                 | 75                | 0                          | 0                    |
| Interdept DSR-Maint Dist        | 5,046             | 5,345             | 4,117                      | 4,686                |
| Interdept DSR-Refuse            | 22,685            | 9,081             | 11,030                     | 8,293                |
| Other Revenues                  | 1,482,783         | 1,520,549         | 1,566,320                  | 1,729,622            |
| TOTAL                           | 1,535,907         | 1,559,153         | 1,603,644                  | 1,765,502            |

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| P E R S O N N E L            | Number of Positions            |                                 |                                |                     |
|------------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------|
| Classification               | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
| P.W. Manager - Tax Services  | .15                            | .15                             | .19                            | .19                 |
| Public Works Sup-Parks/Trees | .40                            | .40                             | .40                            | .40                 |
| Park Worker I/II/III         | 5.25                           | 5.25                            | 5.25                           | 5.25                |
| TOTAL                        | 5.80                           | 5.80                            | 5.84                           | 5.84                |



## BUDGET DETAIL EXPENSES

| 001-1120 Parks Maintenance |                           |                   |                   |                            |                                  |                                |                                |
|----------------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.                  | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 531.01-00                  | Regular Salaries          | 295,117           | 282,090           | 280,993                    | 287,783                          | 290,863                        | 290,863                        |
| 531.03-00                  | Extra Help                | 0                 | 0                 | 31,412                     | 34,118                           | 34,118                         | 34,118                         |
| 531.04-01                  | Regular Overtime          | 12,829            | 17,268            | 16,141                     | 16,867                           | 16,867                         | 16,867                         |
| 531.04-04                  | Call Back Time Worked     | 2,393             | 2,654             | 2,237                      | 2,541                            | 2,541                          | 2,541                          |
| 531.10-05                  | Retirement PERS Classic   | 58,399            | 62,434            | 67,155                     | 72,943                           | 72,943                         | 72,943                         |
| 531.10-06                  | Social Security-OASDI     | 17,917            | 18,415            | 18,550                     | 18,967                           | 19,203                         | 19,203                         |
| 531.10-07                  | Social Security-Medicare  | 4,190             | 4,307             | 4,793                      | 4,930                            | 4,986                          | 4,986                          |
| 531.10-10                  | Retirement-PERS New Membr | 0                 | 3,245             | 2,116                      | 2,422                            | 3,182                          | 3,182                          |
| 531.10-12                  | Workers Compensation      | 63,756            | 119,225           | 53,708                     | 48,756                           | 47,745                         | 47,745                         |
| 531.10-17                  | Stand By Pay              | 3,121             | 3,680             | 2,460                      | 2,517                            | 2,517                          | 2,517                          |
| 531.10-20                  | Earned Benefit            | 11,084            | 347               | 5,275                      | 5,383                            | 5,383                          | 5,383                          |
| 531.10-21                  | Bilingual Pay Program     | 241               | 239               | 240                        | 240                              | 240                            | 240                            |
| 531.10-23                  | Uniform Cleaning          | 971               | 900               | 1,356                      | 1,356                            | 1,356                          | 1,356                          |
| 531.10-27                  | PTS Plan FICA Alternative | 0                 | 0                 | 408                        | 444                              | 444                            | 444                            |
| 531.10-33                  | Core Allowance            | 93,753            | 94,894            | 84,581                     | 92,548                           | 93,307                         | 93,307                         |
| 531.10-35                  | Post Employment Benefits  | 89,151            | 86,251            | 96,307                     | 78,506                           | 78,506                         | 78,506                         |
| Personnel Services         |                           | 652,922           | 695,949           | 667,732                    | 670,321                          | 674,201                        | 674,201                        |
| 532.11-00                  | Utilities                 | 370,519           | 320,633           | 349,497                    | 349,619                          | 349,619                        | 349,619                        |
| 532.12-00                  | Telephone                 | 1,108             | 646               | 968                        | 436                              | 436                            | 436                            |
| 532.17-00                  | Professional Services     | 177,509           | 181,403           | 194,499                    | 202,278                          | 202,278                        | 202,278                        |
| 532.18-00                  | Travel and Meetings       | 14                | 502               | 614                        | 620                              | 620                            | 620                            |
| 532.20-00                  | Training Expense          | 432               | 475               | 525                        | 500                              | 500                            | 500                            |
| 532.21-00                  | Rents/Leases              | 629               | 549               | 1,095                      | 1,095                            | 1,095                          | 1,095                          |
| 532.23-00                  | Vehicle Operations/Maint  | 60,004            | 52,475            | 56,768                     | 57,100                           | 57,100                         | 57,100                         |
| 532.24-00                  | Memberships, Subscription | 350               | 2,562             | 3,846                      | 4,142                            | 1,580                          | 1,580                          |
| 532.25-00                  | Maintenance Matis & Svcs  | 37,111            | 42,718            | 43,522                     | 44,522                           | 44,522                         | 44,522                         |
| 532.26-00                  | Other Equipment O & M     | 347               | 38                | 1,516                      | 1,577                            | 1,577                          | 1,577                          |
| 532.27-00                  | Small Tools               | 2,294             | 2,132             | 2,660                      | 2,660                            | 2,660                          | 2,660                          |
| 532.28-00                  | Safety Supplies           | 1,800             | 1,477             | 2,154                      | 2,154                            | 2,154                          | 2,154                          |
| 532.29-00                  | Other Materials Supplies  | 2,661             | 12,521            | 22,351                     | 23,251                           | 23,251                         | 23,251                         |
| 532.30-01                  | Dept Share of Insurance   | 11,255            | 11,614            | 18,764                     | 24,532                           | 24,498                         | 24,498                         |
| 532.38-00                  | Support Services          | 28,201            | 28,503            | 28,982                     | 31,547                           | 31,857                         | 31,857                         |
| 532.45-00                  | Facilities Maint Charge   | 130,118           | 141,715           | 135,369                    | 166,974                          | 169,896                        | 169,896                        |
| Supplies and Services      |                           | 824,324           | 799,963           | 863,130                    | 913,007                          | 913,643                        | 913,643                        |
| 534.91-11                  | Adm Exp-Public Works      | 26,970            | 33,302            | 29,832                     | 23,779                           | 28,907                         | 28,907                         |
| Administrative             |                           | 26,970            | 33,302            | 29,832                     | 23,779                           | 28,907                         | 28,907                         |
| 535.92-01                  | Interdept DSC-General Fnd | 1,121             | 1,128             | 1,128                      | 1,128                            | 1,128                          | 1,128                          |
| 535.92-17                  | Interdept DSC-Develop Svc | 2,358             | 0                 | 0                          | 0                                | 0                              | 0                              |
| 535.92-29                  | Interdept DSC-Pub Works   | 28,135            | 28,734            | 41,723                     | 47,731                           | 47,524                         | 47,524                         |
| 535.92-72                  | Interdept DSC-Supprt Sr   | 77                | 77                | 99                         | 99                               | 99                             | 99                             |
| Interdepartmental          |                           | 31,691            | 29,939            | 42,950                     | 48,958                           | 48,751                         | 48,751                         |
| 637.65-00                  | Capital Imp. Projects     | 0                 | 0                 | 0                          | 0                                | 100,000                        | 100,000                        |
| Capital Outlay             |                           | 0                 | 0                 | 0                          | 0                                | 100,000                        | 100,000                        |
| **                         | Parks Maintenance         | 1,535,907         | 1,559,153         | 1,603,644                  | 1,656,065                        | 1,765,502                      | 1,765,502                      |

**COMMUNITY FACILITIES DISTRICT**  
**FUND NOS. 150, 155, 156, 157, 158 & 164-195**  
**ACCOUNT NOS. 1164, 0911, 1024, 1137, & 1166**

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***PROGRAM***

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

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

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

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

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 51,310            | 51,568            | 56,856                     | 55,633                          | 58,078                         | 58,078                         |
| Supplies and Services | 88,249            | 76,675            | 111,474                    | 116,814                         | 114,425                        | 114,425                        |
| Debt Service          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Acquisitions          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Capital Improvements  | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| * Undefined *         | 3,657             | 3,789             | 3,925                      | 4,065                           | 4,065                          | 4,065                          |
| TOTAL                 | 143,216           | 132,032           | 172,255                    | 176,512                         | 176,568                        | 176,568                        |

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| F I N A N C I N G   S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|-----------------------------------|-------------------|-------------------|----------------------------|----------------------|
| PERS-EE Share 2.5% @ 55           | 3.036             | 2.782             | 2.597                      | 2.657                |
| CFD-Bellevue Ranch East           | 14.119            | 14.453            | 15.678                     | 17.866               |
| CFD-Compass Pointe                | 9.647             | 9.791             | 9.940                      | 10.120               |
| CFD-Sandcastle                    | 5.718             | 5.794             | 5.798                      | 5.934                |
| CFD-Bright Development            | 2.668             | 2.708             | 2.731                      | 2.780                |
| CFD-Merced Renaissance            | 1.590             | 1.614             | 1.626                      | 1.655                |
| CFD-Big Valley                    | 179               | 182               | 184                        | 188                  |
| CFD-Bellevue Ranch West           | 6.122             | 6.213             | 6.259                      | 6.372                |
| CFD-University Park               | 3.101             | 3.148             | 3.191                      | 3.248                |
| CFD-Tuscany                       | 2.773             | 2.814             | 2.823                      | 2.873                |
| CFD-Provence                      | 6.309             | 6.403             | 6.443                      | 6.559                |
| CFD-Alfarata Ranch                | 360               | 366               | 368                        | 375                  |
| CFD-Franco                        | 3.820             | 3.877             | 3.927                      | 3.998                |
| CFD-Cottages                      | 1.478             | 1.500             | 1.503                      | 1.530                |
| CFD-Hartley Crossing              | 269               | 273               | 276                        | 281                  |
| CFD-Crossing@River Oaks           | 361               | 366               | 368                        | 344                  |
| CFD-Mohammed Apts                 | 443               | 449               | 454                        | 462                  |
| CFD-Sunnyview Apts                | 3,149             | 3,194             | 3,228                      | 3,288                |
| CFD-University Park II            | 1,535             | 1,558             | 1,565                      | 1,593                |
| CFD-Moraga                        | 1,146             | 1,170             | 1,151                      | 1,187                |
| CFD-Mission Ranch                 | 150               | 152               | 153                        | 156                  |
| CFD-Cypress Terrace East          | 475               | 482               | 491                        | 500                  |
| CFD-Meadows                       | 452               | 459               | 445                        | 593                  |
| CFD-Lantana Estates South         | 0                 | 151               | 307                        | 812                  |
| CFD-Meadows #2-Area 28            | 361               | 371               | 353                        | 344                  |
| CFD-Paseo-Area 29                 | 180               | 183               | 184                        | 187                  |
| Investment Earnings               | 41                | 29                | 100                        | 0                    |
| Interdept DSR-Maint Dist          | 1,195             | 1,138             | 1,190                      | 1,362                |
| Interdept DSR-Refuse              | 2,804             | 8,855             | 2,760                      | 2,561                |
| Trsf-CFD-Bellevue E (164)         | 21,666            | 9,325             | 25,664                     | 22,650               |
| Trsf-CFD-Compass P (165)          | 28,873            | 28,400            | 37,437                     | 32,304               |
| Trsf-CFD-Sandcastle (166)         | 25,975            | 22,770            | 32,340                     | 23,242               |
| Trsf-CFD Services De(770)         | 60                | 61                | 61                         | 62                   |
| Other Revenues                    | 6.839-            | 8.999-            | 660                        | 18,485               |
| TOTAL                             | 143.216           | 132.032           | 172.255                    | 176.568              |

[illegible]

## PERSONNEL

Number of Positions

| Classification   | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
|------------------|--------------------------------|---------------------------------|--------------------------------|---------------------|
| Park Worker I/II | .50                            | .50                             | .50                            | .50                 |

## P E R S O N N E L

## Number of Positions

| Classification     | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
|--------------------|--------------------------------|---------------------------------|--------------------------------|---------------------|
| PWM - Tax Services | .05                            | .05                             | .06                            | .06                 |
| PWS - Parks/Trees  | .10                            | .10                             | .10                            | .10                 |
| TOTAL              | .65                            | .65                             | .66                            | .66                 |

## BUDGET DETAIL EXPENSES

| 158-1137  | CFD-PW-Parks Maintenance  |                   |                   |                            |                                  |                                |                                |
|-----------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 531.01-00 | Regular Salaries          | 32,571            | 31,934            | 33,402                     | 34,154                           | 35,181                         | 35,181                         |
| 531.04-01 | Regular Overtime          | 0                 | 509               | 1,719                      | 3,569                            | 3,569                          | 3,569                          |
| 531.04-04 | Call Back Time Worked     | 0                 | 0                 | 128                        | 128                              | 128                            | 128                            |
| 531.10-05 | Retirement PERS Classic   | 7,092             | 7,453             | 8,253                      | 8,964                            | 8,964                          | 8,964                          |
| 531.10-06 | Social Security-OASDI     | 1,956             | 1,945             | 2,176                      | 2,317                            | 2,396                          | 2,396                          |
| 531.10-07 | Social Security-Medicare  | 457               | 455               | 509                        | 542                              | 560                            | 560                            |
| 531.10-10 | Retirement-PERS New Membr | 0                 | 0                 | 0                          | 0                                | 253                            | 253                            |
| 531.10-12 | Workers Compensation      | 1,646             | 1,860             | 1,140                      | 248                              | 1,064                          | 1,064                          |
| 531.10-17 | Stand By Pay              | 0                 | 0                 | 612                        | 0                                | 0                              | 0                              |
| 531.10-20 | Earned Benefit            | 137               | 84                | 439                        | 449                              | 449                            | 449                            |
| 531.10-21 | Bilingual Pay Program     | 60                | 60                | 60                         | 60                               | 60                             | 60                             |
| 531.10-23 | Uniform Cleaning          | 141               | 149               | 166                        | 166                              | 166                            | 166                            |
| 531.10-33 | Core Allowance            | 7,250             | 7,119             | 8,252                      | 5,036                            | 5,288                          | 5,288                          |
|           | Personnel Services        | 51,310            | 51,568            | 56,856                     | 55,633                           | 58,078                         | 58,078                         |
| 532.11-00 | Utilities                 | 52,595            | 44,759            | 58,805                     | 60,128                           | 60,128                         | 60,128                         |
| 532.17-00 | Professional Services     | 21,917            | 22,035            | 23,219                     | 22,766                           | 22,766                         | 22,766                         |
| 532.23-00 | Vehicle Operations/Maint  | 2,563             | 1,046             | 1,106                      | 2,026                            | 2,026                          | 2,026                          |
| 532.25-00 | Maintenance Matls & Svcs  | 3,000             | 0                 | 0                          | 0                                | 0                              | 0                              |
| 532.30-01 | Dept Share of Insurance   | 720               | 1,090             | 1,470                      | 1,813                            | 1,812                          | 1,812                          |
| 532.32-00 | Vehicle Replacement Fee   | 1,785             | 1,785             | 1,785                      | 1,785                            | 1,785                          | 1,785                          |
| 532.34-00 | Contingency Reserve       | 0                 | 0                 | 18,577                     | 21,315                           | 18,883                         | 18,883                         |
| 532.38-00 | Support Services          | 2,749             | 2,705             | 3,066                      | 3,370                            | 3,448                          | 3,448                          |
|           | Supplies and Services     | 85,329            | 73,420            | 108,028                    | 113,203                          | 110,848                        | 110,848                        |
| 535.92-01 | Interdept DSC-General Fnd | 2,920             | 3,255             | 3,446                      | 3,611                            | 3,577                          | 3,577                          |
|           | Interdepartmental         | 2,920             | 3,255             | 3,446                      | 3,611                            | 3,577                          | 3,577                          |
| 968.93-71 | Trsf-Facilities Main(671) | 3,657             | 3,789             | 3,925                      | 4,065                            | 4,065                          | 4,065                          |
|           | Other                     | 3,657             | 3,789             | 3,925                      | 4,065                            | 4,065                          | 4,065                          |
| **        | CFD-PW-Parks Maintenance  | 143,216           | 132,032           | 172,255                    | 176,512                          | 176,568                        | 176,568                        |

## **PARKS MAINTENANCE**

- 11-00 Includes electrical, sewer, water, and refuse services at all parks facilities, with the exception of identified parks located within Community Facilities Districts, and share of Corporation Yard utilities
- 17-00 Reimbursement of services performed by CDF Mt. Bullion crew and Merced Irrigation District maintenance standby fees, landscape maintenance service cleanups
- 21-00 Rental of specialized tools and equipment for construction and repair, and copier machine maintenance agreement
- 24-00 Membership in California Parks and Recreation Society, structural pest control training, and reference materials
- 25-00 Graffiti abatement materials, turf maintenance program, plant materials, landfill fees, sprinkler system parts, weed control, systemic injections, and insect/rodent control
- 26-00 Maintenance of mowers, edgers, blowers, and calibration of equipment
- 28-00 Includes specialized clothing and equipment for pesticide application, first aid kits, rubber boots, rain gear, safety glasses, and ear protection
- 29-00 Irrigation maintenance-Rose Garden at Applegate park, playground equipment replacement parts, and fiber for playground surface areas

# **WATER**

**RESTRICTED WATER SYSTEM**  
**FUND NO. 556**  
**ACCOUNT NO. 1118**

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***PROGRAM***

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



## Restricted Water System

ACCOUNT NO. 1118

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept. Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Supplies and Services | 314               | 0                 | 177,000                    | 0                                | 0                              | 0                              |
| Debt Service          | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Acquisitions          | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Capital Improvements  | 925,735           | 1,405,820         | 25,448,141                 | 22,621,440                       | 22,621,440                     | 22,621,440                     |
| TOTAL                 | 926,049           | 1,405,820         | 25,625,141                 | 22,621,440                       | 22,621,440                     | 22,621,440                     |

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| F I N A N C I N G   S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|-----------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Other Revenues                    | 926,049           | 1,405,820         | 25,625,141                 | 22,621,440           |
| TOTAL                             | 926,049           | 1,405,820         | 25,625,141                 | 22,621,440           |

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## BUDGET DETAIL EXPENSES

| 556-1118  | Restricted Water System |                   |                   |                            |                                  |                                |                                |
|-----------|-------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION     | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 532.17-00 | Professional Services   | 314               | 0                 | 177,000                    | 0                                | 0                              | 0                              |
|           | Supplies and Services   | 314               | 0                 | 177,000                    | 0                                | 0                              | 0                              |
| 633.64-00 | Depreciation Expense    | 600,830           | 601,000           | 0                          | 0                                | 0                              | 0                              |
|           | Property                | 600,830           | 601,000           | 0                          | 0                                | 0                              | 0                              |
| 637.65-00 | Capital Imp. Projects   | 324,905           | 804,820           | 25,448,141                 | 22,621,440                       | 22,621,440                     | 22,621,440                     |
|           | Capital Outlay          | 324,905           | 804,820           | 25,448,141                 | 22,621,440                       | 22,621,440                     | 22,621,440                     |
| **        | Restricted Water System | 926,049           | 1,405,820         | 25,625,141                 | 22,621,440                       | 22,621,440                     | 22,621,440                     |

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

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***PROGRAM***

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

## Restricted Water Mains

ACCOUNT NO. 1118

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept. Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Supplies and Services | 60                | 0                 | 0                          | 0                                | 0                              | 0                              |
| Debt Service          | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Acquisitions          | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Capital Improvements  | 705,499           | 229,912           | 4,201,544                  | 3,273,091                        | 3,273,091                      | 3,273,091                      |
| TOTAL                 | 705,559           | 229,912           | 4,201,544                  | 3,273,091                        | 3,273,091                      | 3,273,091                      |

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| F I N A N C I N G   S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|-----------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Water Facility Chg Mains          | 42,128            | 71,564            | 155,324                    | 157,439              |
| Other Revenues                    | 663,431           | 158,348           | 4,046,220                  | 3,115,652            |
| TOTAL                             | 705,559           | 229,912           | 4,201,544                  | 3,273,091            |

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## BUDGET DETAIL EXPENSES

| 566-1118  | Restricted Water System |                   |                   |                            |                                  |                                |                                |
|-----------|-------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION     | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 532.17-00 | Professional Services   | 60                | 0                 | 0                          | 0                                | 0                              | 0                              |
|           | Supplies and Services   | 60                | 0                 | 0                          | 0                                | 0                              | 0                              |
| 633.64-00 | Depreciation Expense    | 100,288           | 99,888            | 0                          | 0                                | 0                              | 0                              |
|           | Property                | 100,288           | 99,888            | 0                          | 0                                | 0                              | 0                              |
| 637.65-00 | Capital Imp. Projects   | 605,211           | 130,024           | 4,201,544                  | 3,273,091                        | 3,273,091                      | 3,273,091                      |
|           | Capital Outlay          | 605,211           | 130,024           | 4,201,544                  | 3,273,091                        | 3,273,091                      | 3,273,091                      |
| **        | Restricted Water System | 705,559           | 229,912           | 4,201,544                  | 3,273,091                        | 3,273,091                      | 3,273,091                      |

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

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***DESCRIPTION***

The Water System Division is responsible for the maintenance and operation of the City's water supply. The system consists of 17 active well sites and over 500 miles of distribution pipeline. The division also maintains over 25,000 service connections, along with all fire hydrants, water meters, valves, fluoridation and chlorination injection systems, pump motors, electrical systems, and SCADA. We supply approximately eight billion gallons of water to our customers annually.

***MISSION***

Provide the City of Merced with a continuous supply of clean and safe drinking water, while promoting water and energy conservation.

***GOALS***

- ◇ Monitor the drinking water system through a comprehensive sampling, testing, and reporting program to meet Federal, State, and Local regulatory requirements for contaminant levels and disinfection byproduct requirements.
- ◇ Complete water meter installation program and convert to cloud based meter reading.
- ◇ Replace approximately 25 low-flow, dry-barrel fire hydrants with high-flow, wet-barrel hydrants.
- ◇ Maintain the City's cross-connection control program.
- ◇ Explore the feasibility of implementing new procedures and technologies to enhance the efficiency and productivity of the division, while providing the highest level of customer service and water system security.
- ◇ Promote and enforce State mandated water conservation measures through projects, public education, notifications, and water metering advantages.
- ◇ Collaborate with members of the Merced Area Groundwater Pool Interests (MAGPI) and Integrated Regional Water Management Plan (IRWMP) to prepare and facilitate compliance with the Sustainable Groundwater Management Act (SGMA).

| OBJECTIVES   | PERFORMANCE<br>MEASUREMENT/INDICATORS   |
|--|---|
| 1. Valve exercising and unidirectional flushing program. | Maintain system health, improve mapping, and improve well balance.  |
| 2. Cross connection control.                             | Require installation of backflows according to State regulations.   |
| 3. Source water protection/insurance.                    | Acquire land for future well sites in optimal locations, as set forth in Merced Vision 2030 General Plan. |
| 4. Conservation  | Follow State mandates concerning water use and conservation.  |
| 5. Meter reading system.                                 | Following the installation of 10,800 new meters, retrofit existing meters to new system.                  |
| 6. Customer Service                                      | Add a Public Works Liaison position to work as the Finance Public Works customer service responder.       |

### ***2016/2017 Budget Highlights***

CLOUD based reading and customer interface: Transition the water meter reading system from drive-by reading to a CLOUD based system. This allows customers to view and monitor their usage for leaks and over-consumption. Meter reading and reports are browser based. Finance will access reads on their own schedule.

Well Sites: Develop Well 20 at Gerard & Mission and Well 21 at Bellevue and G. Designate locations for Well Sites 22 and 23. Bring Well 3 on-line as the city's first filtered source.

Water Supply Assurance: Monitor and plan for extreme drought conditions by actively participating in all basin programs. Participate in Integrated Regional

Water Management and Sustainable Groundwater Management Work planning. Work with MID to move some parks over from groundwater to surface water irrigation.

Conservation: Continue with the proven success of the 24/7 conservation phone line @ 388-SAVE, various public outreach activities, and supporting recycled/reuse programs. Prepare to adjust rates to reflect a focus on conservation.



## Water System

ACCOUNT NO. 1106

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 2,563,714         | 2,782,509         | 3,157,724                  | 3,299,284                       | 3,298,233                      | 3,298,233                      |
| Supplies and Services | 5,654,324         | 5,238,425         | 5,961,669                  | 6,209,511                       | 6,471,081                      | 6,471,081                      |
| Debt Service          | 176,646           | 162,923           | 533,125                    | 533,732                         | 533,732                        | 533,732                        |
| Acquisitions          | 49,251            | 212,630           | 66,100                     | 205,000                         | 205,000                        | 205,000                        |
| Capital Improvements  | 2,236,109         | 3,040,945         | 5,406,015                  | 4,882,857                       | 4,882,853                      | 4,882,853                      |
| * Undefined *         | 271,044           | 790,821           | 331,187                    | 330,931                         | 330,931                        | 330,931                        |
| TOTAL                 | 10,951,088        | 12,228,253        | 15,455,820                 | 15,461,315                      | 15,721,830                     | 15,721,830                     |

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| F I N A N C I N G   S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|-----------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Interdept DSR-Refuse              | 41,281            | 46,605            | 45,836                     | 42,431               |
| Other Revenues                    | 10,909,807        | 12,181,648        | 15,409,984                 | 15,679,399           |
| TOTAL                             | 10,951,088        | 12,228,253        | 15,455,820                 | 15,721,830           |

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| P E R S O N N E L  | Number of Positions            |                                 |                                |                     |
|--|--------------------------------|---------------------------------|--------------------------------|---------------------|
| Classification   | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
| P.W. Manager - Water   | .90                            | .90                             | .90                            | .90                 |
| PW Spvr. - Water   | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| P.W.S. Lab/Envir. Ctl  | 1.00                           | .40                             | .40                            | .40                 |
| Water Systems Tech I/II/III or<br>Public Utilities Inspector or<br>Pump Operator or<br>Maint. Worker I/II or |                                |                                 |                                |                     |
| Water Meter Backflow Tech  | 22.00                          | 22.00                           | 22.00                          | 22.00               |
| Lead - Public Works Water  | 2.00                           | 2.00                            | 2.00                           | 2.00                |
| Water Conservation Specialist  | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| Lab Tech I/II/III  | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| Instrument Electric Tech.  | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| Water Engineer   | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| TOTAL  | 30.90                          | 30.30                           | 30.30                          | 30.30               |

## BUDGET DETAIL EXPENSES

| 557-1106              | Water System              |                   |                   |                            |                                  |                                |                                |
|-----------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.             | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 516.62-00             | Stores Inventory Adjust   | 3,614             | 3,373             | 0                          | 0                                | 0                              | 0                              |
| Other                 |                           | 3,614             | 3,373             | 0                          | 0                                | 0                              | 0                              |
| 531.01-00             | Regular Salaries          | 1,473,296         | 1,572,075         | 1,796,209                  | 1,839,018                        | 1,839,018                      | 1,839,018                      |
| 531.03-00             | Extra Help                | 4,347             | 519               | 9,626                      | 9,626                            | 9,626                          | 9,626                          |
| 531.04-01             | Regular Overtime          | 67,761            | 71,133            | 63,404                     | 93,824                           | 93,824                         | 93,824                         |
| 531.04-04             | Call Back Time Worked     | 4,692             | 4,922             | 5,191                      | 24,566                           | 24,566                         | 24,566                         |
| 531.10-02             | Unused Sick Leave         | 1,825             | 1,570             | 3,363                      | 3,438                            | 3,438                          | 3,438                          |
| 531.10-05             | Retirement PERS Classic   | 310,922           | 365,485           | 387,266                    | 396,111                          | 396,111                        | 396,111                        |
| 531.10-06             | Social Security-OASDI     | 92,590            | 101,967           | 118,319                    | 122,267                          | 122,267                        | 122,267                        |
| 531.10-07             | Social Security-Medicare  | 21,717            | 23,855            | 27,812                     | 28,734                           | 28,734                         | 28,734                         |
| 531.10-08             | State Unemployment        | 0                 | 0                 | 0                          | 2,388                            | 2,388                          | 2,388                          |
| 531.10-10             | Retirement-PERS New Membr | 0                 | 0                 | 53,303                     | 81,736                           | 81,736                         | 81,736                         |
| 531.10-12             | Workers Compensation      | 99,000            | 135,796           | 74,691                     | 77,700                           | 76,649                         | 76,649                         |
| 531.10-17             | Stand By Pay              | 42,689            | 42,004            | 55,828                     | 59,425                           | 59,425                         | 59,425                         |
| 531.10-20             | Earned Benefit            | 8,624             | 18,492            | 39,126                     | 7,137                            | 7,137                          | 7,137                          |
| 531.10-23             | Uniform Cleaning          | 6,173             | 5,545             | 5,340                      | 6,409                            | 6,409                          | 6,409                          |
| 531.10-27             | PTS Plan FICA Alternative | 57                | 7                 | 125                        | 125                              | 125                            | 125                            |
| 531.10-33             | Core Allowance            | 404,410           | 413,721           | 494,697                    | 515,691                          | 515,691                        | 515,691                        |
| 531.10-35             | Post Employment Benefits  | 25,611            | 25,418            | 23,424                     | 31,089                           | 31,089                         | 31,089                         |
| Personnel Services    |                           | 2,563,714         | 2,782,509         | 3,157,724                  | 3,299,284                        | 3,298,233                      | 3,298,233                      |
| 532.11-00             | Utilities                 | 1,495,221         | 1,341,758         | 1,485,131                  | 1,544,536                        | 1,485,131                      | 1,485,131                      |
| 532.12-00             | Telephone                 | 10,437            | 7,190             | 10,764                     | 7,764                            | 7,764                          | 7,764                          |
| 532.13-00             | Postage                   | 41,862            | 31,865            | 52,421                     | 53,106                           | 53,106                         | 53,106                         |
| 532.14-00             | Advertising               | 30,565            | 19,896            | 40,000                     | 41,600                           | 40,000                         | 40,000                         |
| 532.16-00             | Printing                  | 19,466            | 11,115            | 17,192                     | 17,205                           | 17,205                         | 17,205                         |
| 532.17-00             | Professional Services     | 569,482           | 231,528           | 659,521                    | 710,546                          | 989,546                        | 989,546                        |
| 532.18-00             | Travel and Meetings       | 3,510             | 2,697             | 7,900                      | 9,400                            | 9,400                          | 9,400                          |
| 532.19-00             | Mileage                   | 1,109             | 177               | 1,000                      | 1,000                            | 1,000                          | 1,000                          |
| 532.20-00             | Training Expense          | 15,108            | 12,674            | 10,400                     | 15,400                           | 15,400                         | 15,400                         |
| 532.21-00             | Rents/Leases              | 1,198             | 998               | 4,338                      | 1,520                            | 1,520                          | 1,520                          |
| 532.23-00             | Vehicle Operations/Maint  | 278,602           | 269,163           | 236,310                    | 259,814                          | 259,814                        | 259,814                        |
| 532.24-00             | Memberships, Subscription | 12,852            | 11,649            | 15,613                     | 18,079                           | 18,079                         | 18,079                         |
| 532.25-00             | Maintenance Matls & Svcs  | 487,213           | 504,546           | 579,848                    | 603,041                          | 579,848                        | 579,848                        |
| 532.26-00             | Other Equipment O & M     | 6,467             | 7,295             | 49,009                     | 55,393                           | 55,393                         | 55,393                         |
| 532.27-00             | Small Tools               | 2,269             | 2,681             | 27,806                     | 14,171                           | 14,171                         | 14,171                         |
| 532.28-00             | Safety Supplies           | 11,678            | 7,817             | 20,396                     | 20,396                           | 20,396                         | 20,396                         |
| 532.29-00             | Other Materials Supplies  | 189,692           | 198,673           | 262,015                    | 243,815                          | 243,815                        | 243,815                        |
| 532.30-01             | Dept Share of Insurance   | 65,957            | 56,169            | 85,371                     | 112,322                          | 111,708                        | 111,708                        |
| 532.32-00             | Vehicle Replacement Fee   | 221,080           | 210,018           | 210,163                    | 306,968                          | 306,968                        | 306,968                        |
| 532.35-84             | Retro Fee Expense         | 150               | 400               | 150                        | 156                              | 156                            | 156                            |
| 532.38-00             | Support Services          | 169,949           | 173,803           | 170,052                    | 196,069                          | 196,017                        | 196,017                        |
| 532.45-00             | Facilities Maint Charge   | 34,643            | 46,143            | 42,228                     | 38,057                           | 46,163                         | 46,163                         |
| 532.46-00             | Computer Replacement Chrg | 27,219            | 23,043            | 24,828                     | 25,653                           | 25,653                         | 25,653                         |
| Supplies and Services |                           | 3,695,729         | 3,171,298         | 4,012,456                  | 4,296,011                        | 4,498,253                      | 4,498,253                      |
| 533.43-00             | Machinery/Equipment       | 49,251            | 212,630           | 66,100                     | 205,000                          | 205,000                        | 205,000                        |
| Property              |                           | 49,251            | 212,630           | 66,100                     | 205,000                          | 205,000                        | 205,000                        |
| 534.91-01             | Adm Exp-City Manager      | 92,419            | 54,697            | 67,566                     | 56,792                           | 83,710                         | 83,710                         |
| 534.91-02             | Adm Exp-City Attorney     | 29,053            | 25,671            | 14,676                     | 15,212                           | 16,517                         | 16,517                         |
| 534.91-03             | Adm Exp-City Clerk        | 0                 | 96,168            | 42,480                     | 44,062                           | 43,122                         | 43,122                         |
| 534.91-09             | Adm Exp-Finance           | 222,621           | 249,575           | 241,021                    | 242,335                          | 238,669                        | 238,669                        |

## BUDGET DETAIL EXPENSES

| 557-1106 Water System |                           | 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    |
| 534.91-10             | Adm Exp-Purchasing        | 30,646     | 31,858     | 28,642     | 32,518     | 31,817     | 31,817     |
| 534.91-11             | Adm Exp-Public Works      | 138,863    | 175,894    | 159,591    | 132,460    | 159,688    | 159,688    |
| 534.91-16             | Adm Exp-City Council      | 21,199     | 24,532     | 27,034     | 27,235     | 26,661     | 26,661     |
| Administrative        |                           | 534,801    | 658,395    | 581,010    | 550,614    | 600,184    | 600,184    |
| 535.92-01             | Interdept DSC-General Fnd | 620,496    | 650,655    | 669,444    | 678,481    | 675,403    | 675,403    |
| 535.92-17             | Interdept DSC-Develop Svc | 477,743    | 519,059    | 515,169    | 493,963    | 522,286    | 522,286    |
| 535.92-29             | Interdept DSC-Pub Works   | 180,913    | 175,584    | 116,899    | 112,068    | 97,177     | 97,177     |
| 535.92-53             | Interdept DSC-Wastewater  | 0          | 0          | 627        | 657        | 650        | 650        |
| 535.92-67             | Interdept DSC-Liability   | 75,093     | 0          | 0          | 0          | 0          | 0          |
| 535.92-72             | Interdept DSC-Supprt Sr   | 69,549     | 63,434     | 66,064     | 77,717     | 77,128     | 77,128     |
| Interdepartmental     |                           | 1,423,794  | 1,408,732  | 1,368,203  | 1,362,886  | 1,372,644  | 1,372,644  |
| 633.64-00             | Depreciation Expense      | 1,662,819  | 1,667,711  | 0          | 0          | 0          | 0          |
| Property              |                           | 1,662,819  | 1,667,711  | 0          | 0          | 0          | 0          |
| 637.65-00             | Capital Imp. Projects     | 573,290    | 1,373,234  | 5,406,015  | 4,882,857  | 4,882,853  | 4,882,853  |
| Capital Outlay        |                           | 573,290    | 1,373,234  | 5,406,015  | 4,882,857  | 4,882,853  | 4,882,853  |
| 706.71-01             | Principal-Bond Payment    | 0          | 0          | 375,000    | 385,000    | 385,000    | 385,000    |
| 706.72-01             | Interest Bond Payment     | 172,800    | 161,273    | 154,125    | 144,732    | 144,732    | 144,732    |
| 706.73-01             | Agent Fees-Bond Payment   | 3,846      | 1,650      | 4,000      | 4,000      | 4,000      | 4,000      |
| Debt Services         |                           | 176,646    | 162,923    | 533,125    | 533,732    | 533,732    | 533,732    |
| 908.93-01             | Trsf-General Fund (001)   | 15,887     | 359,217    | 42,017     | 40,000     | 40,000     | 40,000     |
| 908.93-17             | Trsf-Development Svc(017) | 0          | 150,000    | 0          | 0          | 0          | 0          |
| Other                 |                           | 15,887     | 509,217    | 42,017     | 40,000     | 40,000     | 40,000     |
| 918.93-20             | Trsf-Downtown Maint (120) | 37         | 37         | 37         | 37         | 37         | 37         |
| 918.93-43             | Trsf-Davenport Ranch(143) | 1,506      | 1,582      | 1,630      | 1,775      | 1,775      | 1,775      |
| Other                 |                           | 1,543      | 1,619      | 1,667      | 1,812      | 1,812      | 1,812      |
| 948.93-63             | Trsf-PCE CleanUp Cip(463) | 250,000    | 250,000    | 250,000    | 250,000    | 250,000    | 250,000    |
| Other                 |                           | 250,000    | 250,000    | 250,000    | 250,000    | 250,000    | 250,000    |
| 968.93-67             | Trsf-Liability Insur(667) | 0          | 0          | 37,503     | 39,119     | 39,119     | 39,119     |
| 968.93-72             | Trsf-Support Service(672) | 0          | 26,612     | 0          | 0          | 0          | 0          |
| Other                 |                           | 0          | 26,612     | 37,503     | 39,119     | 39,119     | 39,119     |
| **                    | Water System              | 10,951,088 | 12,228,253 | 15,455,820 | 15,461,315 | 15,721,830 | 15,721,830 |

## **WATER SYSTEM**

- 11-00 Electrical service at water well sites and share of Corporation Yard utilities
- 12-00 Includes cellular telephones and computer circuit lines
- 13-00 Share of mailing utility billing, mail public notification of water quality violations and consumer confidence report
- 14-00 Water Conservation advertising, and publishing mandated Water Quality Notification, and translation services.
- 16-00 Public notification of water quality violations, share of utility billings, water conservation citations, and consumer confidence report
- 17-00 Water tank cleaning & inspections, contract services for monitoring and reporting of PCE & MTBE, DMV physicals and license renewals, various State agency permits, disposal of fluoride waste, landscape maintenance, share of Utility Billing services, MID standby fee, Pictometry maintenance service, groundwater testing, meter reading/utility billing software service agreements, calibration of flow meters and backflow equipment, and water system evaluation.
- 20-00 CEU training, leadership training for new lead workers, and training for new water filtration system
- 21-00 Security alarms for well sites and lease payment for storage of water supplies at Refuse container yard
- 24-00 Underground Service Alert membership (USA), Mid-Valley Water Association, certifications/accreditations, Northern California Backflow Association and SunStar subscription.
- 25-00 Water distribution maintenance supplies, such as PVC pipe, fuses, couplings, stops (meter, corporation and curb), saddles, clamps, gate valves; fire hydrant supplies; water meter/backflow assembly supplies; excavation and backfill materials; and parts for automated meter equipment.
- 26-00 Well site maintenance supplies, such as bearings, valves, chemical injection pump & tubes, misc. electric parts, etc.; air cards for laptops

- 27-00 Small tools, such as batteries, brooms, hammers, asphalt rake, saws, screwdrivers, shovels, wrenches, etc.
- 28-00 Personal Protective Equipment, such as safety boots, safety glasses/goggles, leather gloves, ear protection, safety vests; Traffic Control materials, such as cones, barricades, signs, and traffic hand paddles; respirators, rain gear, USA marking paint, and lockout/tagout units.
- 29-00 Miscellaneous laboratory supplies for various water tests in accordance with State Department of Health Services; chemicals for water system, i.e. chlorine, fluoride; grease, paint, and oil.

## **STORM DRAINS**

**FUND NO. 557**

**ACCOUNT NO. 1114**

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### ***DESCRIPTION***

The Wastewater Collection Department operates and maintains the City's storm drainage collection system. The storm drainage collection system consists of 112 miles of underground storm drain lines, underground storage pipes, and 144 acres of detention ponds. The Storm Drain Collection crew vacuums 2,451 storm drain catch basins per year, maintains 58 storm drain pump stations, and associated basins, storm inlets, and discharge lines. The system is designed to reduce flooding in the community.

### ***MISSION***

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

### ***GOALS***

- ◇ Comprehensive storm drain inspection, repair, and the preventative maintenance program are maintained in accordance with NPDES and MS4 storm water program objectives.
- ◇ Continue to explore the feasibility of implementing new procedures and technologies to enhance the efficiency and productivity of the division that will provide the highest level of customer service.
- ◇ Continue storm drain main line CCTV inspection program to identify deteriorating conditions. Inspect a minimum of 4 miles of storm drain mains, laterals, and culverts using closed-circuit video and hydro-flush television equipment.
- ◇ Continued implementation of integrating GIS with storm assests.

### ***OBJECTIVES***

1. Hydro-flush and clean storm drain system, as identified by the inspection program.

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

Hydro-flush City's 20 miles of city mains biennially and 28 enhanced areas as needed. Grit, debris, and root buildup will be kept to a minimum, resulting in maximum flow capacities to be maintained at all times.

## STORM DRAINS

| OBJECTIVES  | PERFORMANCE<br>MEASUREMENT/INDICATORS   |
|---|---|
| 2. Maintain all storm drain catch basins.   | <p>Clean and assess 2,451 storm drain catch basins annually. Clean and assess 28 storm catch basins in enhanced areas, and prepare for major storm events.</p> <p>Monitor storm water basins, being extra vigilant through the leaf collection season (November through January) to ensure leaves and debris will not be allowed to accumulate at storm drain catch basins, which would result in water backing up in city streets or private property.</p>   |
| 3. Ensure weed control is maintained around all storm drain sites, including retention basins, drainage ditches, roads, and pump sites. | <p>Herbicide applied as needed (3" maximum growth); thereby, mitigating weed growth. Excessive growth is removed before becoming a fire hazard and inhibiting free flow of storm water.</p> <p>Staying within MS4 guidelines, preventing application of chemicals during irrigation or within 48 hours of predicted rainfall with greater than 50% probability, as predicted by NOAA.</p> <p>Develop and implement a program to prevent or reduce the amount of pollutant run off from storm drain operations through implementation of best management practices (BMPs).</p> |
| 4. Maintain storm water system pumps and valves in an appropriate state of readiness.   | Implement and monitor preventative maintenance and operation of 114 storm pumps and valves; thereby, alleviating pump and valve malfunctions.   |

## STORM DRAINS

| OBJECTIVES   | PERFORMANCE<br>MEASUREMENT/INDICATORS   |
|--|---|
| 5. Implement control program for West Nile virus.  | <p>33 storm ponds shall be pumped down immediately following a storm event, not allowing for any standing water to settle into storm pond basins. Standing water and/or debris is removed from storm drain catch basins and bubble-ups. Potential breeding sites are removed, which in turn will control the outbreak of West Nile Virus.</p> <p>Coordinate mosquito control and West Nile Virus efforts with Merced Mosquito Abatement District. Mosquito Abatement District shall implement their annual altosid and vecto-lex monthly pellet applications from May through October. Applications are scheduled to avoid overlap with the City's 19 storm drain catch basin cleaning areas.</p> |
| 6. Support City Engineer in the implementation of Storm Water Management Program (SWMP) to meet Phase 2 NPDES permit requirements.   | <p>Track program success through the use of performance indicators such as: public education and outreach; public involvement; Illicit Discharge Detection and Elimination (IDDE); construction site runoff control; post-construction run off control; and pollution prevention/good housekeeping contained within the SWMP.</p>   |
| 7. Ensure new storm drain line construction meets City design standards and provide a benchmark for future line condition comparison | <p>Video all new storm drain line construction. All new construction is video inspected and evaluated for compliance with city standards immediately after completion of the project. All inspection logs are recorded and a video log printout is submitted to Engineering/Inspection Services. Inspections will be performed within one week of notification from Inspection Services</p>   |



## STORM DRAINS

| <b>OBJECTIVE</b>   | <b>PERFORMANCE<br/>MEASUREMENT/INDICATORS</b>   |
|--|---|
| 8. Identify Capital Improvement Projects necessary to upgrade the City's aging storm drain infrastructure. | Continue routine pipe assessment, including video and visual inspection observations and documentation to catalog the storm drain infrastructure and prioritize areas needing improvements. Observations will include offset joints, cracks, chips, deterioration, and overall condition.   |
| 9. Service for Community Facility Districts (CFD).   | Service for CFD's that are not fully developed or funded continues to be a challenge. Storm drain basin weed control and storm drainage cleaning will not be as frequent in these areas. Pumps will be maintained on schedule. Only excessive growth will be removed as needed to reduce fire hazard and allow free flow of storm water. Herbicide applied before excessive weed growth occurs, and storm drainage cleaning done while rotating through the City's designated areas one through nineteen. Maintain spraying events within MS4 guidelines. |
| 10. Maintain 18 miles of creek banks: Bear Creek, Black Rascal Creek, Fahrens Creek, and Cottonwood Creek. | Excessive growth and debris to be removed to permit free flow of storm water. Maintenance program to be coordinated with Merced County Public Works and Merced Irrigation District. Labor to be coordinated with California Department of Forestry personnel, who provide vegetation management assistance. North bank and south bank of Bear Creek are maintained on alternate years, primarily from November to February. Black Rascal, Fahrens Creek, and Cottonwood Creek are maintained on an as available basis.                                    |

## STORM DRAINS

| <b>OBJECTIVE</b>  | <b>PERFORMANCE<br/>MEASUREMENT/INDICATORS</b>  |
|---|--|
| 11. Identify appropriate BMPs for preventing or reducing the amount of storm water pollution generated.                 | Track BMP success through the use of performance indicators such as: evaluation of pesticides, herbicides, and fertilizers use; rodent and subsequent erosion control; installation of trash racks and filtration separation drainage systems. |
| 12. Re-route Columbia Street storm drain main south of Sonora Street to Black Rascal Creek.                             | Re-route 1,164 feet of storm drain (366' of 30" HDPE, 445' of 18" HDPE, 141' of 30" RCP, 106' of 24" x 38" elliptical RCP, and 106' of 19" x 30" elliptical RCP). Project to be completed by June 2017.  |
| 13. Install new catch basin grates and pipe at Alexander Ave and Park Ave.  | Install new catch basin grates and pipe to be completed by June 2017.  |
| 14. Build geodatabase of assets to include attribute information for continued routine inspections and State reporting. | Storm Drain GIS data to be checked for accuracy. Current data is about 70% and planned inspections to improve accuracy by 5% in FY 2016/2017.  |

### ***2016-2017 BUDGET HIGHLIGHTS***

Critical maintenance for storm drainage facilities, and implementation of the Storm Water Management Plan (SWMP) and MS4 National Pollutant Discharge Elimination System (NPDES) Phase II Permit.

The NPDES and Municipal Separate Storm Sewer Systems (MS4) permits and requirements will have a significant impact on expenditures.

## Storm Drains

ACCOUNT NO. 1114

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 0                 | 73,604            | 122,022                    | 129,761                         | 129,705                        | 129,705                        |
| Supplies and Services | 0                 | 523,879           | 704,412                    | 757,633                         | 759,840                        | 759,840                        |
| Debt Service          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Acquisitions          | 0                 | 7,397             | 0                          | 223,300                         | 223,300                        | 223,300                        |
| Capital Improvements  | 0                 | 954,095           | 1,994,438                  | 2,267,364                       | 2,267,364                      | 2,267,364                      |
| TOTAL                 | 0                 | 1,558,975         | 2,820,872                  | 3,378,058                       | 3,380,209                      | 3,380,209                      |

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| F I N A N C I N G   S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|-----------------------------------|-------------------|-------------------|----------------------------|----------------------|
| PERS-EE Share 2.5% @ 55           | 0                 | 1,901             | 1,726                      | 1,766                |
| PERS-EE Share 2% @ 62             | 0                 | 940               | 2,567                      | 2,680                |
| Unclassified                      | 0                 | 0                 | 100                        | 0                    |
| Interdept DSR-Maint Dist          | 0                 | 0                 | 286                        | 395                  |
| Interdept DSR-CFD's               | 0                 | 0                 | 13                         | 0                    |
| Other Revenues                    | 0                 | 1,556,134         | 2,816,180                  | 3,375,368            |
| TOTAL                             | 0                 | 1,558,975         | 2,820,872                  | 3,380,209            |

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| P E R S O N N E L             | Number of Positions            |                                 |                                |                     |
|-------------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------|
| Classification                | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
| Sewer Collections Sys WKI     | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| P.W. Manager - Wastewater     | .05                            | .05                             | .05                            | .05                 |
| P.W. Supervisor-Sewer/Str Drn | .25                            | .25                             | .25                            | .25                 |
| TOTAL                         | 1.30                           | 1.30                            | 1.30                           | 1.30                |

## BUDGET DETAIL EXPENSES

| 557-1114              | Storm Drains              |                   |                   |                            |                                  |                                |                                |
|-----------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.             | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
|                       |                           |                   |                   |                            |                                  |                                |                                |
| 531.01-00             | Regular Salaries          | 0                 | 36,719            | 63,086                     | 65,393                           | 65,393                         | 65,393                         |
| 531.03-00             | Extra Help                | 0                 | 175               | 0                          | 0                                | 0                              | 0                              |
| 531.04-01             | Regular Overtime          | 0                 | 5,407             | 4,903                      | 6,282                            | 6,282                          | 6,282                          |
| 531.04-04             | Call Back Time Worked     | 0                 | 1,347             | 2,223                      | 2,963                            | 2,963                          | 2,963                          |
| 531.10-02             | Unused Sick Leave         | 0                 | 0                 | 233                        | 261                              | 261                            | 261                            |
| 531.10-05             | Retirement PERS Classic   | 0                 | 5,089             | 5,452                      | 5,920                            | 5,920                          | 5,920                          |
| 531.10-06             | Social Security-OASDI     | 0                 | 2,726             | 4,549                      | 4,756                            | 4,756                          | 4,756                          |
| 531.10-07             | Social Security-Medicare  | 0                 | 640               | 1,064                      | 1,112                            | 1,112                          | 1,112                          |
| 531.10-10             | Retirement-PERS New Membr | 0                 | 3,295             | 9,503                      | 10,579                           | 10,579                         | 10,579                         |
| 531.10-12             | Workers Compensation      | 0                 | 3,654             | 2,239                      | 2,105                            | 2,050                          | 2,050                          |
| 531.10-17             | Stand By Pay              | 0                 | 1,673             | 2,947                      | 3,259                            | 3,259                          | 3,259                          |
| 531.10-20             | Earned Benefit            | 0                 | 0                 | 640                        | 654                              | 654                            | 654                            |
| 531.10-23             | Uniform Cleaning          | 0                 | 0                 | 156                        | 156                              | 156                            | 156                            |
| 531.10-27             | PTS Plan FICA Alternative | 0                 | 2                 | 0                          | 0                                | 0                              | 0                              |
| 531.10-33             | Core Allowance            | 0                 | 12,877            | 25,027                     | 26,321                           | 26,320                         | 26,320                         |
| Personnel Services    |                           | 0                 | 73,604            | 122,022                    | 129,761                          | 129,705                        | 129,705                        |
| 532.11-00             | Utilities                 | 0                 | 19,134            | 53,513                     | 51,560                           | 51,560                         | 51,560                         |
| 532.12-00             | Telephone                 | 0                 | 1,111             | 800                        | 790                              | 790                            | 790                            |
| 532.14-00             | Advertising               | 0                 | 13,974            | 10,000                     | 10,400                           | 10,400                         | 10,400                         |
| 532.17-00             | Professional Services     | 0                 | 136,817           | 279,776                    | 261,282                          | 261,282                        | 261,282                        |
| 532.18-00             | Travel and Meetings       | 0                 | 1,269             | 612                        | 1,105                            | 1,105                          | 1,105                          |
| 532.19-00             | Mileage                   | 0                 | 2                 | 50                         | 100                              | 100                            | 100                            |
| 532.20-00             | Training Expense          | 0                 | 2,211             | 2,500                      | 2,500                            | 2,500                          | 2,500                          |
| 532.21-00             | Rents/Leases              | 0                 | 1,254             | 8,355                      | 10,635                           | 10,635                         | 10,635                         |
| 532.23-00             | Vehicle Operations/Maint  | 0                 | 29,261            | 25,453                     | 26,107                           | 26,107                         | 26,107                         |
| 532.24-00             | Memberships, Subscription | 0                 | 0                 | 306                        | 334                              | 334                            | 334                            |
| 532.25-00             | Maintenance Matls & Svcs  | 0                 | 68,762            | 101,822                    | 100,505                          | 100,505                        | 100,505                        |
| 532.26-00             | Other Equipment O & M     | 0                 | 5,284             | 3,300                      | 4,050                            | 4,050                          | 4,050                          |
| 532.28-00             | Safety Supplies           | 0                 | 2,462             | 3,655                      | 4,345                            | 4,345                          | 4,345                          |
| 532.30-01             | Dept Share of Insurance   | 0                 | 12,676            | 18,410                     | 24,782                           | 24,886                         | 24,886                         |
| 532.32-00             | Vehicle Replacement Fee   | 0                 | 32,195            | 36,272                     | 40,995                           | 40,995                         | 40,995                         |
| 532.38-00             | Support Services          | 0                 | 13,112            | 12,599                     | 16,591                           | 16,538                         | 16,538                         |
| 532.45-00             | Facilities Maint Charge   | 0                 | 908               | 1,637                      | 1,829                            | 1,821                          | 1,821                          |
| Supplies and Services |                           | 0                 | 340,432           | 559,060                    | 557,910                          | 557,953                        | 557,953                        |
| 533.43-00             | Machinery/Equipment       | 0                 | 7,397             | 0                          | 223,300                          | 223,300                        | 223,300                        |
| Property              |                           | 0                 | 7,397             | 0                          | 223,300                          | 223,300                        | 223,300                        |
| 534.91-01             | Adm Exp-City Manager      | 0                 | 2,442             | 4,637                      | 6,611                            | 9,442                          | 9,442                          |
| 534.91-02             | Adm Exp-City Attorney     | 0                 | 1,071             | 1,007                      | 1,771                            | 1,863                          | 1,863                          |
| 534.91-03             | Adm Exp-City Clerk        | 0                 | 4,018             | 2,900                      | 5,100                            | 4,836                          | 4,836                          |
| 534.91-09             | Adm Exp-Finance           | 0                 | 11,145            | 16,540                     | 28,208                           | 26,922                         | 26,922                         |
| 534.91-10             | Adm Exp-Purchasing        | 0                 | 1,423             | 1,966                      | 3,785                            | 3,589                          | 3,589                          |
| 534.91-11             | Adm Exp-Public Works      | 0                 | 12,044            | 10,957                     | 10,557                           | 12,824                         | 12,824                         |
| 534.91-16             | Adm Exp-City Council      | 0                 | 1,095             | 1,855                      | 3,170                            | 3,007                          | 3,007                          |
| Administrative        |                           | 0                 | 33,238            | 39,862                     | 59,202                           | 62,483                         | 62,483                         |
| 535.92-29             | Interdept DSC-Pub Works   | 0                 | 10,409            | 12,084                     | 12,371                           | 12,745                         | 12,745                         |
| 535.92-53             | Interdept DSC-Wastewater  | 0                 | 139,800           | 93,406                     | 128,150                          | 126,659                        | 126,659                        |
| Interdepartmental     |                           | 0                 | 150,209           | 105,490                    | 140,521                          | 139,404                        | 139,404                        |
| 633.64-00             | Depreciation Expense      | 0                 | 843,302           | 0                          | 0                                | 0                              | 0                              |
| Property              |                           | 0                 | 843,302           | 0                          | 0                                | 0                              | 0                              |

## BUDGET DETAIL EXPENSES

|           |                       |                   |                   |                            |                                  |                                |                                |
|-----------|-----------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| 557-1114  | Storm Drains          |                   |                   |                            |                                  |                                |                                |
| ACCT. NO. | ACCOUNT DESCRIPTION   | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
|           |                       |                   |                   |                            |                                  |                                |                                |
| 637.65-00 | Capital Imp. Projects | 0                 | 110,793           | 1,994,438                  | 2,267,364                        | 2,267,364                      | 2,267,364                      |
|           | Capital Outlay        | 0                 | 110,793           | 1,994,438                  | 2,267,364                        | 2,267,364                      | 2,267,364                      |
| **        | Storm Drains          | 0                 | 1,558,975         | 2,820,872                  | 3,378,058                        | 3,380,209                      | 3,380,209                      |

## **STORM DRAINS**

- 11-00 Electrical service charges for storm drain pumps.
- 12-00 Includes high water/power failure alarm lines (other than maintenance districts) and iPad data service.
- 14-00 Public education via radio and TV commercials.
- 17-00 MID stream clearing and lateral maintenance, mandated metals testing, oil/grease sampling, NPDES permit, and master storm drain agreement with Merced Irrigation District, CDF crews for creek vegetation cleanup, multi-smart monitoring of storm drain pumps, service/notification of G Street Undercrossing, SJVAPCD permit for air pollution fees, and CCTV camera and fence repairs.
- 20-00 CEU continuing training.
- 21-00 High water/power failure alarm circuits and burglar alarms (outside maintenance districts), bucket truck and chipper rental, excavator rental, flood light rental, and portable toilet rental for CDF crews.
- 24-00 CWEA memberships and testing fees.
- 25-00 Electrical breakers, catch basin grates, conduit, contactors and points, fill sand, fuses, sandbags, hardware, connectors and other parts and supplies, pump repair, landfill charges, vandalism repair, warthog nozzles, and welder/generator.
- 26-00 Tool repairs and replacement.
- 28-00 Rain boots, safety jackets, gloves, barricades, vests, first aid supplies, and PPE.

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

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

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***PROGRAM***

Accounts for capital projects related to PCE remediation.

PCE CIP

ACCOUNT NO. 1154

| E X P E N S E S  | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|--|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses   | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Supplies and Services  | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Debt Service   | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Acquisitions   | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Capital Improvements   | 289,809           | 213,424           | 796,278                    | 768,885                         | 768,885                        | 768,885                        |
| TOTAL  | 289,809           | 213,424           | 796,278                    | 768,885                         | 768,885                        | 768,885                        |
| XX |                   |                   |                            |                                 |                                |                                |
| F I N A N C I N G   S O U R C E S  | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17            |                                |                                |
| Other Revenues   | 289,809           | 213,424           | 796,278                    | 768,885                         |                                |                                |
| TOTAL  | 289,809           | 213,424           | 796,278                    | 768,885                         |                                |                                |
| XX |                   |                   |                            |                                 |                                |                                |



## BUDGET DETAIL EXPENSES

|           |                       |                   |                   |                            |                                  |                                |                                |
|-----------|-----------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| 463-1154  | PCE CIP               |                   |                   |                            |                                  |                                |                                |
| ACCT. NO. | ACCOUNT DESCRIPTION   | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 637.65-00 | Capital Imp. Projects | 289,809           | 213,424           | 796,278                    | 768,885                          | 768,885                        | 768,885                        |
|           | Capital Outlay        | 289,809           | 213,424           | 796,278                    | 768,885                          | 768,885                        | 768,885                        |
| **        | PCE CIP               | 289,809           | 213,424           | 796,278                    | 768,885                          | 768,885                        | 768,885                        |

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

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***PROGRAM***

Accounts for costs and capital projects related to MTBE remediation.

MTBE - CIP

ACCOUNT NO. 1153

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept. Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Supplies and Services | 34,419            | 0                 | 0                          | 0                                | 0                              | 0                              |
| Debt Service          | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Acquisitions          | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Capital Improvements  | 0                 | 0                 | 1,542,058                  | 1,553,158                        | 1,553,158                      | 1,553,158                      |
| TOTAL                 | 34,419            | 0                 | 1,542,058                  | 1,553,158                        | 1,553,158                      | 1,553,158                      |

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| F I N A N C I N G S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|---------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Investment Earnings             | 11,566            | 11,950            | 11,240                     | 11,010               |
| Other Revenues                  | 22,853            | 11,950-           | 1,530,818                  | 1,542,148            |
| TOTAL                           | 34,419            | 0                 | 1,542,058                  | 1,553,158            |

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## BUDGET DETAIL EXPENSES

| 464-1153  | MTBE - CIP                |                   |                   |                            |                                  |                                |                                |
|-----------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 535.92-01 | Interdept DSC-General Fnd | 19,419            | 0                 | 0                          | 0                                | 0                              | 0                              |
| 535.92-67 | Interdept DSC-Liability   | 15,000            | 0                 | 0                          | 0                                | 0                              | 0                              |
|           | Interdepartmental         | 34,419            | 0                 | 0                          | 0                                | 0                              | 0                              |
| 637.65-00 | Capital Imp. Projects     | 0                 | 0                 | 1,542,058                  | 1,553,158                        | 1,553,158                      | 1,553,158                      |
|           | Capital Outlay            | 0                 | 0                 | 1,542,058                  | 1,553,158                        | 1,553,158                      | 1,553,158                      |
| **        | MTBE - CIP                | 34,419            | 0                 | 1,542,058                  | 1,553,158                        | 1,553,158                      | 1,553,158                      |

# **SEWER AND WASTEWATER**

## **WASTEWATER/SEWER SYSTEM**

**FUND NO. 553**

**ACCOUNT NO. 1107**

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### ***DESCRIPTION***

The Wastewater/Sewer Collection System Division is dedicated to protecting public health and the environment through the cost effective operation and maintenance of the Wastewater Collection System infrastructure consisting of over 258 miles of pipe ranging from 6 to 48 inches. The Wastewater Collection Division conveys wastewater from homes, businesses, institutions, and industry to the City of Merced Wastewater Treatment Facility.

### ***MISSION***

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

### ***GOALS***

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

### ***OBJECTIVES***

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

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

Closed-circuit video and hydro-flush television inspections of 15 miles of mains annually.

## WASTEWATER/SEWER SYSTEM

- |  |   |
|--|---|
| 2. Ensure new sewer and storm drain line construction meets City design standards and provide a benchmark for future line condition comparison.                              | Video all new sewer and storm drain line construction. All new construction is video inspected and evaluated for compliance with the city standards immediately after completion of the project. All inspection logs are recorded and a video log printout is submitted to Engineering/Inspection Services. Inspections will be performed within one week of notification from Inspection Services. |
| 3. Continue to protect the environment and general public against sewage backups/overflows.  | City to implement the state mandated Sewer System Management Plan (SSMP). Continue training in rapid response program with 24-hour response availability, as per the Spill Response Program.<br>In-house training to be conducted twice a year. Once a year, half of the crew will be sent to an outside vendor for training.   |
| 4. Support Sewer System Management Plan (SSMP) implementation to meet General Waste Discharge Requirements (GWDR).   | Implement and monitor appropriate SSMP maintenance and operation program and reporting procedures. Reportable sanitary sewer overflows (SSOs) reported on a monthly basis. Strive to keep reportable SSOs to zero.  |
| 5. Continue sewer line flushing to include tree root cutting and grease removal; flush all restaurant trunk lines on a regular scheduled comprehensive maintenance rotation. | Hydro-flush 300 miles of city mains biennially. Hydro-flush 38 sewer enhanced areas (restaurants / apartment complexes) monthly. Grease and root buildup will be kept to a minimum resulting in maximum capacities to be maintained at all times.   |

## WASTEWATER/SEWER SYSTEM

### **OBJECTIVES**

### **PERFORMANCE MEASUREMENTS/INDICATORS**

- |   |   |
|---|---|
| 6. Identify Capital Improvement Projects necessary to upgrade the City's aging sewer infrastructure.                    | Continue routine pipe main assessment, including video and visual inspection. Observations and documentation to catalog the sewer infrastructure and prioritize areas needing improvement. Observations would include offset joints, cracks, chips, deterioration, and overall condition. |
| 7. Remove and replace B Street sewer main south of Childs Ave.  | Remove and replace 3,200 feet of sewer main. Project to be completed by June 2017.  |
| 8. Remove and replace Gerard Sewer main east of Tyler Road.   | Remove and replace 6,300 feet of sewer main. Project to be completed by June 2017.  |
| 9. Remove and replace West Avenue sewer main south of Heritage Drive  | Remove and replace 7,200 feet of sewer main. Project to be completed by June 2017.  |
| 10. Remove and replace 21 <sup>st</sup> / 22 <sup>nd</sup> Street alley sewer main between W Street and U Street.       | Remove and replace 980 feet of sewer main. Project to be completed by June 2017.  |
| 11. Build geodatabase of assets to include attribute information for continued routine inspections and State reporting. | Sewer GIS data to be checked for accuracy. Current data is about 85% and planned inspections to improve accuracy by 5% in FY 2016/2017.   |



## WASTEWATER/SEWER SYSTEM

### **2016-2017 BUDGET HIGHLIGHTS**

Rates approved in FY 2010 are expected to provide a stable funding source through FY 2017.

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

## Wastewater/Sewers

ACCOUNT NO. 1107

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 1,115,383         | 1,086,710         | 1,256,125                  | 1,305,142                       | 1,304,550                      | 1,304,550                      |
| Supplies and Services | 2,622,461         | 1,550,148         | 2,093,528                  | 2,055,961                       | 2,118,921                      | 2,118,921                      |
| Debt Service          | 763,949           | 721,888           | 3,071,059                  | 3,057,546                       | 3,057,546                      | 3,057,546                      |
| Acquisitions          | 33,776            | 1,145             | 15,000                     | 3,300                           | 3,300                          | 3,300                          |
| Capital Improvements  | 788,341           | 1,109,985         | 4,347,457                  | 6,916,598                       | 6,916,598                      | 6,916,598                      |
| * Undefined *         | 0                 | 23,612            | 0                          | 0                               | 0                              | 0                              |
| TOTAL                 | 5,323,910         | 4,493,488         | 10,783,169                 | 13,338,547                      | 13,400,915                     | 13,400,915                     |

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| F I N A N C I N G S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|---------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Interdept DSR-Maint Dist        | 60,456            | 57,068            | 66,826                     | 59,589               |
| Interdept DSR-Rec & Park        | 114               | 0                 | 0                          | 0                    |
| Interdept DSR-CFD's             | 1,886             | 4,353             | 4,294                      | 2,451                |
| Interdept DSR-Water Sys         | 0                 | 139,800           | 92,935                     | 125,765              |
| Interdept DSR-Refuse            | 163,849           | 41,594            | 31,532                     | 37,038               |
| Other Revenues                  | 5,097,605         | 4,250,673         | 10,587,582                 | 13,176,072           |
| TOTAL                           | 5,323,910         | 4,493,488         | 10,783,169                 | 13,400,915           |

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## P E R S O N N E L Number of Positions

| Classification                 | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
|--------------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------|
| P.W. Supervisor-Sewer/Str Drn  | .75                            | .75                             | .75                            | .75                 |
| Collec. Sys Worker II/III or   |                                |                                 |                                |                     |
| Maint. Worker I/II or          |                                |                                 |                                |                     |
| PW-Sewer Coll Sys/Stm Dr Wrk I | 12.00                          | 12.00                           | 12.00                          | 12.00               |
| Maintenance Electrician        | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| P.W. Manager-Wastewater        | .05                            | .05                             | .05                            | .05                 |
| TOTAL                          | 13.80                          | 13.80                           | 13.80                          | 13.80               |

## BUDGET DETAIL EXPENSES

| 553-1107              | Wastewater/Sewers         |                   |                   |                            |                                  |                                |                                |
|-----------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.             | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 531.01-00             | Regular Salaries          | 564,388           | 569,461           | 665,913                    | 682,053                          | 682,053                        | 682,053                        |
| 531.03-00             | Extra Help                | 37,712            | 519               | 0                          | 0                                | 0                              | 0                              |
| 531.04-01             | Regular Overtime          | 33,545            | 30,905            | 39,919                     | 43,566                           | 43,566                         | 43,566                         |
| 531.04-04             | Call Back Time Worked     | 7,529             | 6,792             | 8,044                      | 11,632                           | 11,632                         | 11,632                         |
| 531.10-05             | Retirement PERS Classic   | 113,788           | 103,801           | 110,857                    | 121,690                          | 121,690                        | 121,690                        |
| 531.10-06             | Social Security-OASDI     | 37,454            | 37,874            | 44,832                     | 46,127                           | 46,127                         | 46,127                         |
| 531.10-07             | Social Security-Medicare  | 9,308             | 8,865             | 10,485                     | 10,788                           | 10,788                         | 10,788                         |
| 531.10-09             | Retirement-PERS Lateral   | 0                 | 5,898             | 9,662                      | 0                                | 0                              | 0                              |
| 531.10-10             | Retirement-PERS New Membr | 7,214             | 21,949            | 40,854                     | 53,910                           | 53,910                         | 53,910                         |
| 531.10-12             | Workers Compensation      | 42,201            | 50,042            | 40,941                     | 30,798                           | 30,206                         | 30,206                         |
| 531.10-17             | Stand By Pay              | 20,746            | 19,651            | 23,963                     | 25,192                           | 25,192                         | 25,192                         |
| 531.10-20             | Earned Benefit            | 5,496             | 3,832             | 3,957                      | 4,044                            | 4,044                          | 4,044                          |
| 531.10-21             | Bilingual Pay Program     | 1,780             | 982               | 1,200                      | 600                              | 600                            | 600                            |
| 531.10-23             | Uniform Cleaning          | 3,632             | 3,250             | 2,755                      | 2,755                            | 2,755                          | 2,755                          |
| 531.10-27             | PTS Plan FICA Alternative | 491               | 7                 | 0                          | 0                                | 0                              | 0                              |
| 531.10-33             | Core Allowance            | 186,284           | 189,794           | 218,726                    | 244,138                          | 244,138                        | 244,138                        |
| 531.10-35             | Post Employment Benefits  | 43,815            | 33,088            | 34,017                     | 27,849                           | 27,849                         | 27,849                         |
| Personnel Services    |                           | 1,115,383         | 1,086,710         | 1,256,125                  | 1,305,142                        | 1,304,550                      | 1,304,550                      |
| 532.11-00             | Utilities                 | 7,145             | 6,535             | 8,108                      | 8,432                            | 8,108                          | 8,108                          |
| 532.12-00             | Telephone                 | 3,947             | 3,428             | 5,125                      | 5,395                            | 5,395                          | 5,395                          |
| 532.13-00             | Postage                   | 31,789            | 32,685            | 69,540                     | 70,225                           | 70,225                         | 70,225                         |
| 532.14-00             | Advertising               | 3,083             | 2,252             | 9,000                      | 5,000                            | 5,000                          | 5,000                          |
| 532.16-00             | Printing                  | 4,613             | 5,493             | 35,441                     | 35,480                           | 35,480                         | 35,480                         |
| 532.17-00             | Professional Services     | 1,165,832         | 24,085            | 404,481                    | 214,292                          | 214,292                        | 214,292                        |
| 532.18-00             | Travel and Meetings       | 1,071             | 3,472             | 3,264                      | 5,304                            | 5,304                          | 5,304                          |
| 532.19-00             | Mileage                   | 5                 | 0                 | 50                         | 200                              | 200                            | 200                            |
| 532.20-00             | Training Expense          | 6,232             | 5,592             | 6,258                      | 8,760                            | 8,760                          | 8,760                          |
| 532.21-00             | Rents/Leases              | 0                 | 0                 | 2,400                      | 3,260                            | 3,260                          | 3,260                          |
| 532.23-00             | Vehicle Operations/Maint  | 133,030           | 142,535           | 129,442                    | 178,244                          | 178,244                        | 178,244                        |
| 532.24-00             | Memberships, Subscription | 4,287             | 5,346             | 6,491                      | 6,498                            | 6,498                          | 6,498                          |
| 532.25-00             | Maintenance Matls & Svcs  | 51,054            | 66,772            | 59,655                     | 65,418                           | 65,418                         | 65,418                         |
| 532.26-00             | Other Equipment O & M     | 7,510             | 6,172             | 6,000                      | 6,120                            | 6,120                          | 6,120                          |
| 532.28-00             | Safety Supplies           | 8,643             | 8,440             | 16,490                     | 11,610                           | 11,610                         | 11,610                         |
| 532.30-01             | Dept Share of Insurance   | 151,128           | 102,623           | 188,255                    | 256,578                          | 257,635                        | 257,635                        |
| 532.32-00             | Vehicle Replacement Fee   | 117,013           | 132,897           | 138,341                    | 143,683                          | 143,683                        | 143,683                        |
| 532.34-00             | Contingency Reserve       | 0                 | 0                 | 10,000                     | 10,400                           | 10,400                         | 10,400                         |
| 532.38-00             | Support Services          | 77,539            | 84,448            | 85,247                     | 95,267                           | 96,037                         | 96,037                         |
| 532.45-00             | Facilities Maint Charge   | 24,170            | 32,195            | 26,136                     | 20,083                           | 28,275                         | 28,275                         |
| 532.46-00             | Computer Replacement Chrg | 3,564             | 2,845             | 1,770                      | 2,327                            | 2,327                          | 2,327                          |
| Supplies and Services |                           | 1,801,655         | 619,645           | 1,211,494                  | 1,152,576                        | 1,162,271                      | 1,162,271                      |
| 533.43-00             | Machinery/Equipment       | 33,776            | 1,145             | 15,000                     | 3,300                            | 3,300                          | 3,300                          |
| Property              |                           | 33,776            | 1,145             | 15,000                     | 3,300                            | 3,300                          | 3,300                          |
| 534.91-01             | Adm Exp-City Manager      | 36,811            | 22,642            | 26,568                     | 24,956                           | 38,146                         | 38,146                         |
| 534.91-02             | Adm Exp-City Attorney     | 11,526            | 8,792             | 5,771                      | 6,685                            | 7,527                          | 7,527                          |
| 534.91-03             | Adm Exp-City Clerk        | 0                 | 44,590            | 16,837                     | 19,497                           | 19,781                         | 19,781                         |
| 534.91-09             | Adm Exp-Finance           | 88,323            | 103,311           | 94,772                     | 106,491                          | 108,760                        | 108,760                        |
| 534.91-10             | Adm Exp-Purchasing        | 12,159            | 13,187            | 11,262                     | 14,290                           | 14,499                         | 14,499                         |
| 534.91-11             | Adm Exp-Public Works      | 49,197            | 67,691            | 65,347                     | 52,576                           | 63,827                         | 63,827                         |
| 534.91-16             | Adm Exp-City Council      | 8,411             | 10,155            | 10,630                     | 11,968                           | 12,149                         | 12,149                         |
| Administrative        |                           | 206,427           | 270,368           | 231,187                    | 236,463                          | 264,689                        | 264,689                        |

## BUDGET DETAIL EXPENSES

| 553-1107 Wastewater/Sewers |                           |                   |                   |                            |                                  |                                |                                |
|----------------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.                  | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 535.92-01                  | Interdept DSC-General Fnd | 122,693           | 147,886           | 139,523                    | 151,028                          | 149,112                        | 149,112                        |
| 535.92-17                  | Interdept DSC-Develop Svc | 421,775           | 466,478           | 463,505                    | 465,298                          | 488,817                        | 488,817                        |
| 535.92-29                  | Interdept DSC-Pub Works   | 44,566            | 45,426            | 47,523                     | 50,349                           | 53,785                         | 53,785                         |
| 535.92-67                  | Interdept DSC-Liability   | 25,000            | 0                 | 0                          | 0                                | 0                              | 0                              |
| 535.92-72                  | Interdept DSC-Supprt Sr   | 345               | 345               | 296                        | 247                              | 247                            | 247                            |
| Interdepartmental          |                           | 614,379           | 660,135           | 650,847                    | 666,922                          | 691,961                        | 691,961                        |
| 633.64-00                  | Depreciation Expense      | 698,692           | 699,989           | 0                          | 0                                | 0                              | 0                              |
| Property                   |                           | 698,692           | 699,989           | 0                          | 0                                | 0                              | 0                              |
| 637.65-00                  | Capital Imp. Projects     | 89,649            | 409,996           | 4,347,457                  | 6,916,598                        | 6,916,598                      | 6,916,598                      |
| Capital Outlay             |                           | 89,649            | 409,996           | 4,347,457                  | 6,916,598                        | 6,916,598                      | 6,916,598                      |
| 706.71-01                  | Principal-Bond Payment    | 0                 | 0                 | 2,361,284                  | 2,396,397                        | 2,396,397                      | 2,396,397                      |
| 706.72-01                  | Interest Bond Payment     | 760,103           | 720,238           | 700,975                    | 659,149                          | 659,149                        | 659,149                        |
| 706.73-01                  | Agent Fees-Bond Payment   | 3,846             | 1,650             | 8,800                      | 2,000                            | 2,000                          | 2,000                          |
| Debt Services              |                           | 763,949           | 721,888           | 3,071,059                  | 3,057,546                        | 3,057,546                      | 3,057,546                      |
| 968.93-72                  | Trsf-Support Service(672) | 0                 | 23,612            | 0                          | 0                                | 0                              | 0                              |
| Other                      |                           | 0                 | 23,612            | 0                          | 0                                | 0                              | 0                              |
| **                         | Wastewater/Sewers         | 5,323,910         | 4,493,488         | 10,783,169                 | 13,338,547                       | 13,400,915                     | 13,400,915                     |

## **WASTEWATER/SEWER SYSTEM**

- 11-00 Share of corp yard electrical usage, water usage, natural gas usage, and refuse service.
- 12-00 Includes office and cellular telephones and iPad data service.
- 13-00 Includes a portion of utility billings postage and mailing for Prop 218 sewer rate changes.
- 14-00 Public education via radio and TV commercials.
- 16-00 Printing of vehicle safety checklists, utility billings and Prop 218 sewer rate change.
- 17-00 Department of Motor Vehicles drivers' license physicals, GIS infrastructure maintenance, hepatitis shots, utility billing mailing service, monthly service for pump stations, share portion of IVR system, CDF crew for vegetation cleanup, and Wastewater Rate Study.
- 20-00 Sewer System Management Plan training, trenching, shoring, and excavation training, and NASSCO Pipe Assessment training.
- 21-00 Mini-excavator rental, flood light rental, and lease payment for storage of sewer supplies at refuse container yard.
- 24-00 CWEA memberships, share of underground utility locating service (USA), and certification renewals and testing fees.
- 25-00 Vac truck hoses and nozzles, batteries, grease, oil, cement powder, landfill disposal charges, concrete, fill and plaster sand, and other street repair materials as required when streets are trenched for sewer-main repairs
- 26-00 Repair and replacement on tools, calibration gas, POSM support, and air cards laptops, purchase of 3 iPads to meet SSMP requirements.
- 28-00 Safety boots, rain gear, PPE, tyvek suits, barricades, safety jackets.

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

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***DESCRIPTION***

The Wastewater Treatment Facility (WWTF) provides 27,103 domestic connections and 1,008 industrial/commercial connections within the city’s sphere of influence. These connections are pumped through 21 sewer lift stations that are operated and maintained by WWTF staff.

***MISSION***

Provide and maintain the highest level of water quality achievable using instrumentation and analytical data to optimize control and improve process efficiencies with qualified, educated staff. Operate in a safe, professional environment within Federal and State requirements.

***GOALS***

- Operate and maintain the WWTF and remote sewer lift stations in a reliable, safe, efficient, and cost effective manner.
- Maintain compliance with the National Pollutant Discharge Elimination System (NPDES) permit and Waste Discharge Requirements (WDR).
- Construct cogeneration facilities to reduce power consumption within the WWTF.
- Provide recycled water for alternative uses.
- Provide employee training to ensure staff knowledge and maintain proper certifications.

**OBJECTIVES**

**PERFORMANCE  
MEASUREMENT/INDICATORS**

- |   |  |
|---|--|
| 1. Execute process control benchmarks to maintain compliance. | Monitor laboratory data and electronic trending daily to efficiently control process parameters. |
|---|--|

## WASTEWATER TREATMENT FACILITY

| OBJECTIVES   | PERFORMANCE<br>MEASUREMENT/INDICATORS  |
|--|--|
| 2. Provide program control of preventative equipment             | Update equipment maintenance and calibrations using computerized maintenance management system (CMMS).   |
| 3. Provide Laboratory support to Water and Wastewater Divisions. | Maintain all necessary laboratory accreditations and certifications for the performance of all bacteriological, biological, physical, and chemical analyses.   |
| 4. Maintain NPDES requirements                                   | Work with Regional Board to implement new operating permit: <ul style="list-style-type: none"><li>• Update local limits.</li><li>• Initiate mussel study to satisfy Regional Water Quality Control Board Request.</li><li>• Complete groundwater study by August 2018.</li></ul> |
| 5. Develop and support reduce, recycled, and reuse efforts       | <p>Provide recycled water for land application irrigation and the wildlife management area to support habitat during drought conditions.</p> <p>Expand current use to include commercial and residential programs.</p>   |

### ***2016/2017 Budget Highlights***

Begin engineering process for cogeneration facility. Addition of ferric chloride for solids performance of hydrogen sulfide (H<sub>2</sub>S) control. Addition of glycerin for control of denitrification of nitrates (NO<sub>3</sub>) in effluent.

## **REFUSE COLLECTION**

**FUND NO. 558**

**ACCOUNT NO. 1112**

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### ***DESCRIPTION***

The Refuse Division is responsible for all solid waste collection within City limits. This includes scheduled and unscheduled service for residential, commercial, and industrial customers, as well as special programs such as Alley Cleanup, Spring Cleanup, and Tire Removal.

### ***MISSION***

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

### ***Goals***

- Provide regular collection of residential, industrial, and commercial solid waste in the most efficient and cost-effective manner.
- Complete preparations for 2017 Spring Cleanup program by February 2017 and make changes, if appropriate, based on tonnage and costs of the 2016 program.
- Continue to monitor and adjust service routes for appropriate size and service levels, as well as improve productivity.

### ***OBJECTIVES***

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

- |   |  |
|---|--|
| 1. Continue to monitor and adjust right-sizing of service routes to accommodate growth, as well as improve productivity.                                    | All routes will be continually audited for appropriate size during fiscal year. Adjustments made when needed to maintain correct route size. |
| 2. Complete preparations for 2017 Spring Cleanup program by February 2017 and make changes, if appropriate, based on tonnage and costs of the 2016 program. | Report to City Council on experience of 2016 program no later than June 1, 2017. To include diversion of recyclable waste tonnage.           |



**2016-2017 BUDGET HIGHLIGHTS**

Landfill tonnage rates will remain flat through the next fiscal year. Total tonnage generated by the city has increased due to residential and commercial growth; therefore, next year's garbage expense budget will slightly increase to reflect the increased monthly garbage bill. As growth is now on the rise, the need for additional garbage routes will likely occur, including additional garbage trucks and drivers. Route adjustments may be necessary to accommodate route completion before the Landfill closes for the day. This adjustment may include changing the refuse removal pickup days of service to some residents. Staff will make every effort to provide sufficient notice to all those affected if this happens.

The department is requesting a night shift Lead Refuse Operator to alleviate the need for the day time supervisor to be on call 24-7 and to act as a night shift relief driver for drivers who call in sick, take vacation, etc. and to assist with roadside emergencies or other related refuse route problems. A rotating standby schedule will also be added to the budget so existing lead employees can relieve part of the current standby burden from the Supervisor and other drivers. Current residential and commercial growth along with the existing rate increases should adequately fund this new position.

Staff is exploring ways to reduce illegal dumping in the alleys and along roadways etc. One likely solution would be to create a "drop off" location within the City that would be staffed five days per week (a Tuesday through Saturday schedule is suggested) where residents could bring bulky items, recyclables, e-waste or other trash to be disposed of at this drop off location. We would recommend to do away with the annual spring cleanup program since excess discards could be brought to the site throughout the year. It should be noted the annual Spring Cleanup expenses are approximately \$200,000 per year and while tonnage cost for a year around program would likely increase, the overtime reduction alone would more than pay for a full time employee and be creating another new full time job for Merced. Changing to a year around program instead of the annual spring cleanup would fund the full time position and not require any rate adjustments since spring cleanup expenses would be reduced. The overall costs would likely be about the same but the level of service to all residents would greatly increase and illegal dumping should be reduced.

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

Wastewater Treatmnt Plant

ACCOUNT NO. 1108

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 2,188,680         | 2,174,216         | 2,860,490                  | 2,943,109                       | 2,942,371                      | 2,942,371                      |
| Supplies and Services | 3,278,999         | 3,517,892         | 4,218,622                  | 4,339,529                       | 4,369,033                      | 4,369,033                      |
| Debt Service          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Acquisitions          | 79,621            | 0                 | 0                          | 20,000                          | 20,000                         | 20,000                         |
| Capital Improvements  | 1,661,798         | 2,718,982         | 7,867,935                  | 7,713,599                       | 7,713,599                      | 7,713,599                      |
| TOTAL                 | 7,209,098         | 8,411,090         | 14,947,047                 | 15,016,237                      | 15,045,003                     | 15,045,003                     |

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| F I N A N C I N G S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|---------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Septic Haulers                  | 86,801            | 91,145            | 73,000                     | 90,000               |
| PERS-EE Share 2.5% @ 55         | 119,974           | 110,825           | 105,881                    | 101,318              |
| PERS-EE Share 2% @ 62           | 0                 | 0                 | 20,405                     | 27,004               |
| Unclassified                    | 5,600             | 17,852            | 2,350                      | 2,350                |
| Sale of Equipment               | 6,828             | 5,024             | 2,000                      | 2,000                |
| Interdept DSR-Refuse            | 0                 | 1,871             | 1,957                      | 0                    |
| Interdept DSR-Airport           | 0                 | 795               | 480                        | 498                  |
| Other Revenues                  | 6,989,895         | 8,183,578         | 14,740,974                 | 14,821,833           |
| TOTAL                           | 7,209,098         | 8,411,090         | 14,947,047                 | 15,045,003           |

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| P E R S O N N E L          | Number of Positions            |                                 |                                |                     |
|----------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------|
| Classification             | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
| P.W. Manager - Wastewater  | .75                            | .75                             | .75                            | .75                 |
| WWTP Operations Supervisor | 2.00                           | 2.00                            | 2.00                           | 2.00                |
| WWTP Operator I/II/III     | 10.00                          | 10.00                           | 10.00                          | 10.00               |
| P.W.S. Lab/Envir. Ctl.     | .60                            | 1.10                            | 1.10                           | 1.10                |
| Senior Lab Technician      | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| Laboratory Tech. I/II/III  | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| Maintenance Electrician    | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| WWTP Maintenance Spvr.     | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| WWTP Mechanic I/II         | 4.00                           | 4.00                            | 4.00                           | 4.00                |
| Instrument Electric Tech.  | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| Maintenance Worker I/II    | 1.50                           | 1.50                            | 1.50                           | 1.50                |
| Engineer Tech I/II/III/IV  | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| Account Clerk I/II/III     | .75                            | .75                             | .75                            | .75                 |
| TOTAL                      | 25.60                          | 26.10                           | 26.10                          | 26.10               |

## BUDGET DETAIL EXPENSES

| 553-1108 Wastewater Treatmnt Plant |                           |                   |                   |                            |                                  |                                |                                |
|------------------------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.                          | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 531.01-00                          | Regular Salaries          | 1,297,495         | 1,265,322         | 1,676,080                  | 1,721,239                        | 1,721,239                      | 1,721,239                      |
| 531.03-00                          | Extra Help                | 210               | 0                 | 0                          | 0                                | 0                              | 0                              |
| 531.04-01                          | Regular Overtime          | 13,694            | 13,222            | 15,085                     | 15,427                           | 15,427                         | 15,427                         |
| 531.04-04                          | Call Back Time Worked     | 2,396             | 2,093             | 3,682                      | 3,764                            | 3,764                          | 3,764                          |
| 531.10-01                          | Holiday Pay               | 4,004             | 4,408             | 5,330                      | 5,453                            | 5,453                          | 5,453                          |
| 531.10-05                          | Retirement PERS Classic   | 284,524           | 297,931           | 335,231                    | 340,294                          | 340,286                        | 340,286                        |
| 531.10-06                          | Social Security-OASDI     | 84,375            | 82,236            | 110,178                    | 111,108                          | 111,294                        | 111,294                        |
| 531.10-07                          | Social Security-Medicare  | 19,736            | 19,233            | 25,767                     | 25,985                           | 26,029                         | 26,029                         |
| 531.10-10                          | Retirement-PERS New Membr | 0                 | 0                 | 75,550                     | 106,595                          | 106,595                        | 106,595                        |
| 531.10-12                          | Workers Compensation      | 73,423            | 79,591            | 48,722                     | 43,276                           | 42,317                         | 42,317                         |
| 531.10-17                          | Stand By Pay              | 54,858            | 54,512            | 59,938                     | 61,284                           | 61,284                         | 61,284                         |
| 531.10-20                          | Earned Benefit            | 24,179            | 21,977            | 51,868                     | 21,225                           | 21,225                         | 21,225                         |
| 531.10-23                          | Uniform Cleaning          | 4,299             | 4,571             | 4,612                      | 4,612                            | 4,612                          | 4,612                          |
| 531.10-27                          | PTS Plan FICA Alternative | 3                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| 531.10-33                          | Core Allowance            | 298,245           | 304,880           | 423,587                    | 455,285                          | 455,284                        | 455,284                        |
| 531.10-35                          | Post Employment Benefits  | 27,239            | 24,240            | 24,860                     | 27,562                           | 27,562                         | 27,562                         |
| Personnel Services                 |                           | 2,188,680         | 2,174,216         | 2,860,490                  | 2,943,109                        | 2,942,371                      | 2,942,371                      |
| 532.11-00                          | Utilities                 | 911,536           | 907,988           | 1,178,724                  | 1,208,241                        | 1,208,241                      | 1,208,241                      |
| 532.12-00                          | Telephone                 | 8,180             | 8,076             | 16,640                     | 10,420                           | 10,420                         | 10,420                         |
| 532.13-00                          | Postage                   | 1,753             | 2,529             | 2,118                      | 2,202                            | 2,202                          | 2,202                          |
| 532.14-00                          | Advertising               | 24,279            | 25,054            | 25,000                     | 10,000                           | 10,000                         | 10,000                         |
| 532.16-00                          | Printing                  | 1                 | 88                | 80                         | 83                               | 83                             | 83                             |
| 532.17-00                          | Professional Services     | 465,143           | 467,165           | 699,200                    | 676,900                          | 676,900                        | 676,900                        |
| 532.18-00                          | Travel and Meetings       | 4,716             | 3,588             | 14,364                     | 14,709                           | 14,709                         | 14,709                         |
| 532.19-00                          | Mileage                   | 752               | 1,755             | 1,000                      | 1,040                            | 1,040                          | 1,040                          |
| 532.20-00                          | Training Expense          | 10,890            | 5,255             | 12,580                     | 13,083                           | 12,580                         | 12,580                         |
| 532.21-00                          | Rents/Leases              | 14,935            | 3,861             | 10,160                     | 11,260                           | 11,260                         | 11,260                         |
| 532.23-00                          | Vehicle Operations/Maint  | 57,021            | 40,777            | 52,197                     | 56,274                           | 56,274                         | 56,274                         |
| 532.24-00                          | Memberships, Subscription | 29,827            | 30,240            | 34,765                     | 35,155                           | 35,155                         | 35,155                         |
| 532.25-00                          | Maintenance Matls & Svcs  | 179,603           | 225,532           | 329,374                    | 227,854                          | 227,854                        | 227,854                        |
| 532.26-00                          | Other Equipment O & M     | 263,789           | 258,258           | 305,118                    | 299,718                          | 299,718                        | 299,718                        |
| 532.27-00                          | Small Tools               | 32                | 0                 | 0                          | 0                                | 0                              | 0                              |
| 532.28-00                          | Safety Supplies           | 7,260             | 12,636            | 8,600                      | 8,944                            | 8,600                          | 8,600                          |
| 532.29-00                          | Other Materials Supplies  | 307,594           | 441,565           | 319,385                    | 571,561                          | 571,561                        | 571,561                        |
| 532.30-01                          | Dept Share of Insurance   | 52,585            | 69,226            | 90,475                     | 117,640                          | 117,249                        | 117,249                        |
| 532.32-00                          | Vehicle Replacement Fee   | 53,364            | 93,536            | 92,026                     | 90,066                           | 90,066                         | 90,066                         |
| 532.34-00                          | Contingency Reserve       | 0                 | 0                 | 60,000                     | 62,400                           | 62,400                         | 62,400                         |
| 532.35-84                          | Retro Fee Expense         | 350               | 250               | 400                        | 416                              | 416                            | 416                            |
| 532.38-00                          | Support Services          | 154,356           | 152,753           | 157,031                    | 170,213                          | 170,828                        | 170,828                        |
| 532.45-00                          | Facilities Maint Charge   | 59,996            | 61,228            | 74,972                     | 110,958                          | 110,096                        | 110,096                        |
| 532.46-00                          | Computer Replacement Chrg | 20,019            | 16,716            | 16,186                     | 16,186                           | 16,186                         | 16,186                         |
| Supplies and Services              |                           | 2,627,981         | 2,828,076         | 3,500,395                  | 3,715,323                        | 3,713,838                      | 3,713,838                      |
| 533.43-00                          | Machinery/Equipment       | 79,621            | 0                 | 0                          | 20,000                           | 20,000                         | 20,000                         |
| Property                           |                           | 79,621            | 0                 | 0                          | 20,000                           | 20,000                         | 20,000                         |
| 534.91-01                          | Adm Exp-City Manager      | 60,489            | 34,298            | 49,905                     | 39,514                           | 57,126                         | 57,126                         |
| 534.91-02                          | Adm Exp-City Attorney     | 19,064            | 16,837            | 10,840                     | 10,584                           | 11,271                         | 11,271                         |
| 534.91-03                          | Adm Exp-City Clerk        | 0                 | 57,862            | 31,214                     | 30,484                           | 29,258                         | 29,258                         |
| 534.91-09                          | Adm Exp-Finance           | 146,084           | 156,499           | 178,019                    | 168,608                          | 162,874                        | 162,874                        |
| 534.91-10                          | Adm Exp-Purchasing        | 20,110            | 19,977            | 21,155                     | 22,625                           | 21,713                         | 21,713                         |
| 534.91-11                          | Adm Exp-Public Works      | 111,174           | 136,128           | 132,970                    | 106,031                          | 128,148                        | 128,148                        |
| 534.91-16                          | Adm Exp-City Council      | 13,911            | 15,383            | 19,967                     | 18,949                           | 18,194                         | 18,194                         |
| Administrative                     |                           | 370,832           | 436,984           | 444,070                    | 396,795                          | 428,584                        | 428,584                        |

## BUDGET DETAIL EXPENSES

|           |                           |                   |                   |                            |                                  |                                |                                |
|-----------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| 553-1108  | Wastewater Treatmnt Plant |                   |                   |                            |                                  |                                |                                |
| ACCT. NO. | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 535.92-01 | Interdept DSC-General Fnd | 164,658           | 140,559           | 152,113                    | 155,408                          | 154,442                        | 154,442                        |
| 535.92-29 | Interdept DSC-Pub Works   | 67,286            | 68,311            | 76,213                     | 15,300                           | 15,896                         | 15,896                         |
| 535.92-72 | Interdept DSC-Supprr Sr   | 48,242            | 43,962            | 45,831                     | 56,703                           | 56,273                         | 56,273                         |
|           | Interdepartmental         | 280,186           | 252,832           | 274,157                    | 227,411                          | 226,611                        | 226,611                        |
| 633.64-00 | Depreciation Expense      | 416,726           | 522,334           | 0                          | 0                                | 0                              | 0                              |
|           | Property                  | 416,726           | 522,334           | 0                          | 0                                | 0                              | 0                              |
| 637.65-00 | Capital Imp. Projects     | 1,245,072         | 2,196,648         | 7,867,935                  | 7,713,599                        | 7,713,599                      | 7,713,599                      |
|           | Capital Outlay            | 1,245,072         | 2,196,648         | 7,867,935                  | 7,713,599                        | 7,713,599                      | 7,713,599                      |
| **        | Wastewater Treatmnt Plant | 7,209,098         | 8,411,090         | 14,947,047                 | 15,016,237                       | 15,045,003                     | 15,045,003                     |

## **WASTEWATER TREATMENT PLANT**

- 11-00 Includes electrical service for the WWTP buildings and sewer lift stations
- 12-00 Includes office telephones, cellular phones, alarm lines for sewer lift stations, and rental of AT&T telephone poles for fiber optic cable.
- 14-00 Public education via radio and TV commercials.
- 16-00 Printing of business cards and brochures.
- 17-00 Analysis & toxicity reduction evaluations; annual calibration of lab scales and process instruments; annual NPDES permit; Bloss Ranch County taxes; contract lab services, such as bioassay testing, sludge analysis; chemical oxygen demand residue waste; ELAP certification & accreditation; emergency generator maintenance; electronic infrared thermo inspections; electronic systems maintenance; grounds maintenance; HVAC maintenance; lab DI water service agreement; maintenance mechanical support; MID stand-by fees; multi-smart SCADA monitoring fees; parts washer cleaner; permits (EPA waste generation, Health Permit To Operate, SJVAPCD air pollution fees); SCADA licensing, programming, and service maintenance; scraping & hauling biosolids; SWRCB Waste Discharge fees; and Wastewater Study.
- 20-00 Tech training for PLC & Pump maintenance; CWEA training and conferences.
- 21-00 Alarm service for lift stations and WWTP facilities, copier service maintenance, crane rental, and man-lift rental.
- 24-00 Water Environment Federation membership; CWEA operator, lab and mechanical technical certificate renewals; Central Valley Clean Water Association membership; California Association of Sanitation Agencies membership; agricultural permit renewal; lab and WWTF reference books; and pesticide applicator certificate.

**WASTEWATER TREATMENT PLANT** (continued)

- 25-00 Painting and plumbing supplies for treatment plant; hoses; UV lamps, sleeves, and ballasts; SCADA server quarterly maintenance hardware and network Core switches, solids handling equipment repair; pump replacement; and materials, such as metal & pvc pipes, racks, oil, surge suppressors, etc.
- 26-00 Air cards for laptops, digester gas scrubber media, maintenance of aeration blowers, misc. laboratory equipment, lift station equipment; repairing & replacing instruments, sensors, and meters; diesel fuel; rebuilding of pumps; and plant supplies, such as drive belts, air filters, nuts & bolts, valves, etc.
- 28-00 Safety jackets, safety boots, rain gear, and PPE.
- 29-00 Laboratory supplies & chemicals.
- 34-00 Contingency reserve for emergency operations.

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

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***DESCRIPTION***

The Water Quality Control Division provides the programs necessary to adequately monitor and protect the quality of our community's water resources and environment, which include drinking water, aquifer protection, and water discharged to the sanitary sewer and storm drain systems.

***MISSION***

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

***GOALS***

- Monitor the quality of industrial pretreatment discharges to the wastewater collection and treatment systems through inspections, reporting, and permitting.
- Ensure compliance with all applicable state and federal water quality discharge requirements for the Wastewater Treatment Plant, Pretreatment discharges, and Septic Haulers by coordinating regulatory sampling and testing.
- In collaboration with Merced County, and the City of Atwater, implement the Municipal Separate Storm Sewer System (MS4) phase II program through interdepartmental training and community participation through storm water education.
- Monitor and evaluate drinking water quality by managing regulatory sampling and testing, ensuring City compliance with all applicable state and federal regulations governing drinking water quality and municipal well construction through Title 22 testing.
- Continue to implement the Fats, Oils and Grease (F.O.G.) Program to reduce associated Sanitary Sewer overflows among Food Service Establishments (FSEs).
- Provide public education and outreach of Pollution Prevention for Wastewater, Stormwater, pharmaceutical take back, and the F.O.G. Program.

## WATER QUALITY CONTROL

### **OBJECTIVES**

1. Manage Wastewater Treatment Plant toxicity compliance efforts.
2. Continue implementation of the Fats, Oil and Grease (F.O.G.) Program to appreciably reduce sewer line clogging and the number of Sanitary Sewer Overflows (SSO's) resulting from it.
3. Sampling of City drinking water for California Code of Regulations (CCR) Title 22 including: Methyl tert-Butyl Ether (MTBE), Stage 2 Disinfection Byproduct Rule (ST2DBR), Perchloroethylene (PCE).
4. Support City Engineer in the implementation of Phase II Storm Water Management Program (SWMP) as required to meet the (NPDES) requirements adopted in 2013.
5. Support Sewer System Management Program (SSMP) implementation to meet General Waste Discharge Requirements (WDR).

### **PERFORMANCE MEASUREMENTS/INDICATORS**

Deliver monthly, quarterly and annual reports to meet requirements of the National Pollutant Discharge Elimination System (NPDES) Regional Water Quality Control Board Permit.

Permit new Food Service Establishments (FSEs) under the F.O.G permit program. Continue to perform annual inspections of the FSEs.

Sample, review, report, and file results as required by the State Water Resources Control Board (SWRCB). Sampling and reporting frequency based on vulnerability of water supply source and as required by SWRCB. Evaluate and report results to meet SWRCB requirements.

Assure proper SWMP measurements, monitoring, and documentation, reporting procedures and establishing authority to comply with the Phase II NPDES requirements.

Assure proper SSMP measurements, monitoring, documentation, and notification procedures comply with the WDR's and are implemented by State mandated due dates.



## WATER QUALITY CONTROL

- |  |   |
|--|---|
| 6. Continue the City wide groundwater monitoring program. Through permit processing, to include inspections, sampling for MTBE & PCE, reporting, well installations and destructions.  | Review and process Well Driller applications for soil boring, vapor extraction, Well installation, and destruction. Obtain samples to monitor PCE and MTBE in the ground water.   |
| 7. Groundwater Management Plan The program generates data utilized in the Merced. Program includes the Wastewater Treatment Plant active solar dryers, land application and wildlife areas.  | Continue quarterly sampling and reporting to the California Integrated Water Quality System (CIWQS), of groundwater source and monitoring. Monitoring results include charts that monitor the increase or decrease of any constituents.   |
| 8. Determine the level of regulated chemical and/or biological contaminants in the City's drinking water system for reporting on the annual Consumer Confidence Report (CCR).  | Obtain samples from specific drinking water sources and verify the level of contaminants by lab analyses, review and compile data, and report on schedule. Convert the current delivery of the CCR to an electronic delivery.   |
| 9. Annually review fees for services to assure adequate and accurate cost recovery.  | Monitor through Industrial Pretreatment (IPT) Billing, revenue of septic haulers, and well drillers. Submit monthly updates and an annual report on review findings.  |
| 10. Operate Environmental Protection Agency (EPA) approved Industrial Pretreatment (IPT) Program by monitoring, sampling, reporting, and permitting industrial dischargers. Provide inspection and enforcement of Municipal Code and Federal Regulations 40CFR403. | Review annual EPA Pretreatment Program Compliance and report any changes or corrections to the program. Complete weekly, monthly, quarterly, semi-annual and annual IPT reports to EPA, State, and Regional Boards on schedule. Ensure industry compliance to code and regulations. |

**2016-2017 BUDGET HIGHLIGHTS**

The Industrial Pretreatment Program will be sustained by current rates and is expected to perform a cost analysis for Septic Hauler dischargers and new industries that operate within City limits.

The Publicly Owned Treatment Plant's (POTW) National Pollutants Discharge Elimination Systems (NPDES) permit requires personnel to continue monthly, quarterly, bi-annual, and annual sampling, monitoring, and reporting.

The Fats, Oils and Grease (F.O.G.) Program implementation will continue to significantly impact personnel and budget due to an increase of monitoring, enforcing, permitting, and inspections.

Water Quality Control (WQC) personnel will continue to experience increased workload as a result of the Storm Water Management Program Development, and the 2013 adoption of the new Municipal Separate Storm Sewer System (MS4) Phase II. The MS4 will require WQC personnel to inspect for illicit discharges and sample the storm water conveyance system, which includes Bear Creek, Black Rascal Creek, Fahren's creek, and Cottonwood Creek.

In Summary, programs that fall under the Pretreatment Program, such as the Fats, Oils, and Grease (F.O.G.) Program, MS4 Stormwater Phase II permit, pollution prevention, and pharmaceutical take back are regulated to provide public outreach and education to the citizens of Merced. Public outreach and education cost will impact staff workload and the budget due to the regulated requirement to start visiting public and private schools within the City limits.

| F I N A N C I N G   S O U R C E S  | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|--|-------------------|-------------------|----------------------------|----------------------|
| Industrial Pretreatment  | 144,642           | 188,439           | 150,000                    | 162,000              |
| Industrial Pretrnt Penalt  | 0                 | 0                 | 150                        | 150                  |
| Montering Wells Insp Fees  | 2,250             | 1,675             | 1,400                      | 1,400                |
| Monitor Industrial Users   | 0                 | 0                 | 100                        | 100                  |
| PERS-EE Share 2.5% @ 55  | 15,820            | 14,138            | 13,389                     | 17,271               |
| PERS-EE Share 2% @ 62  | 0                 | 0                 | 3,558                      | 2,151                |
| Unclassified   | 500               | 927               | 1,000                      | 500                  |
| Other Revenues   | 327,984           | 246,435           | 524,750                    | 530,083              |
| TOTAL  | 491,196           | 451,614           | 694,347                    | 713,655              |
| XX |                   |                   |                            |                      |

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## BUDGET DETAIL EXPENSES

| 553-1109              | Environmental Control     |                   |                   |                            |                                  |                                |                                |
|-----------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.             | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 531.01-00             | Regular Salaries          | 167,251           | 155,382           | 228,411                    | 228,708                          | 255,851                        | 255,851                        |
| 531.03-00             | Extra Help                | 4,778             | 6,618             | 6,394                      | 6,538                            | 6,538                          | 6,538                          |
| 531.04-01             | Regular Overtime          | 645               | 767               | 3,169                      | 3,169                            | 3,169                          | 3,169                          |
| 531.10-01             | Holiday Pay               | 0                 | 0                 | 240                        | 240                              | 240                            | 240                            |
| 531.10-05             | Retirement PERS Classic   | 36,469            | 36,355            | 42,396                     | 58,107                           | 58,107                         | 58,107                         |
| 531.10-06             | Social Security-OASDI     | 10,198            | 9,456             | 14,236                     | 14,155                           | 15,795                         | 15,795                         |
| 531.10-07             | Social Security-Medicare  | 2,454             | 2,307             | 3,422                      | 3,405                            | 3,789                          | 3,789                          |
| 531.10-10             | Retirement-PERS New Membr | 0                 | 0                 | 13,174                     | 1,793                            | 8,489                          | 8,489                          |
| 531.10-12             | Workers Compensation      | 6,014             | 2,985             | 1,768                      | 2,275                            | 2,287                          | 2,287                          |
| 531.10-20             | Earned Benefit            | 94                | 121               | 1,808                      | 1,808                            | 1,808                          | 1,808                          |
| 531.10-23             | Uniform Cleaning          | 28                | 0                 | 787                        | 787                              | 787                            | 787                            |
| 531.10-27             | PTS Plan FICA Alternative | 62                | 86                | 83                         | 85                               | 85                             | 85                             |
| 531.10-32             | Cash Back-Biweekly Allow  | 672               | 0                 | 0                          | 0                                | 0                              | 0                              |
| 531.10-33             | Core Allowance            | 44,906            | 43,901            | 63,328                     | 68,007                           | 72,558                         | 72,558                         |
| 531.10-35             | Post Employment Benefits  | 13,692            | 11,157            | 11,466                     | 8,942                            | 8,942                          | 8,942                          |
| Personnel Services    |                           | 287,263           | 269,135           | 390,682                    | 398,019                          | 438,445                        | 438,445                        |
| 532.11-00             | Utilities                 | 6,019             | 6,122             | 8,774                      | 0                                | 0                              | 0                              |
| 532.12-00             | Telephone                 | 368               | 2,047             | 2,629                      | 1,500                            | 1,500                          | 1,500                          |
| 532.13-00             | Postage                   | 526               | 532               | 596                        | 696                              | 696                            | 696                            |
| 532.14-00             | Advertising               | 1,253             | 349               | 18,821                     | 550                              | 550                            | 550                            |
| 532.16-00             | Printing                  | 10                | 370               | 800                        | 800                              | 800                            | 800                            |
| 532.17-00             | Professional Services     | 24,533            | 6,843             | 65,604                     | 91,562                           | 91,562                         | 91,562                         |
| 532.18-00             | Travel and Meetings       | 2,520             | 1,240             | 6,396                      | 11,281                           | 11,281                         | 11,281                         |
| 532.20-00             | Training Expense          | 3,120             | 1,432             | 5,060                      | 8,931                            | 8,931                          | 8,931                          |
| 532.21-00             | Rents/Leases              | 925               | 864               | 2,500                      | 2,100                            | 2,100                          | 2,100                          |
| 532.23-00             | Vehicle Operations/Maint  | 6,291             | 6,780             | 5,336                      | 6,317                            | 6,317                          | 6,317                          |
| 532.24-00             | Memberships, Subscription | 3,506             | 3,155             | 6,831                      | 5,072                            | 5,072                          | 5,072                          |
| 532.25-00             | Maintenance Matls & Svcs  | 0                 | 0                 | 0                          | 550                              | 550                            | 550                            |
| 532.26-00             | Other Equipment O & M     | 331               | 747               | 2,000                      | 2,869                            | 2,869                          | 2,869                          |
| 532.27-00             | Small Tools               | 274               | 199               | 200                        | 200                              | 200                            | 200                            |
| 532.28-00             | Safety Supplies           | 1,213             | 843               | 2,184                      | 1,874                            | 1,874                          | 1,874                          |
| 532.29-00             | Other Materials Supplies  | 3,477             | 4,972             | 6,575                      | 3,190                            | 3,190                          | 3,190                          |
| 532.30-01             | Dept Share of Insurance   | 5,326             | 4,933             | 7,329                      | 9,175                            | 10,247                         | 10,247                         |
| 532.32-00             | Vehicle Replacement Fee   | 13,319            | 7,119             | 8,428                      | 9,144                            | 9,144                          | 9,144                          |
| 532.35-84             | Retro Fee Expense         | 100               | 150               | 50                         | 50                               | 50                             | 50                             |
| 532.38-00             | Support Services          | 16,942            | 16,794            | 18,279                     | 19,952                           | 22,070                         | 22,070                         |
| 532.45-00             | Facilities Maint Charge   | 17,108            | 15,843            | 11,552                     | 9,109                            | 9,029                          | 9,029                          |
| 532.46-00             | Computer Replacement Chrg | 457               | 366               | 366                        | 1,038                            | 1,038                          | 1,038                          |
| Supplies and Services |                           | 107,618           | 81,700            | 180,310                    | 185,960                          | 189,070                        | 189,070                        |
| 533.43-00             | Machinery/Equipment       | 0                 | 0                 | 0                          | 0                                | 20,000                         | 20,000                         |
| Property              |                           | 0                 | 0                 | 0                          | 0                                | 20,000                         | 20,000                         |
| 534.91-01             | Adm Exp-City Manager      | 5,327             | 3,108             | 5,806                      | 4,809                            | 7,865                          | 7,865                          |
| 534.91-02             | Adm Exp-City Attorney     | 1,679             | 1,388             | 1,261                      | 1,288                            | 1,552                          | 1,552                          |
| 534.91-03             | Adm Exp-City Clerk        | 0                 | 6,039             | 3,631                      | 3,710                            | 4,028                          | 4,028                          |
| 534.91-09             | Adm Exp-Finance           | 12,865            | 14,182            | 20,711                     | 20,519                           | 22,424                         | 22,424                         |
| 534.91-10             | Adm Exp-Purchasing        | 1,771             | 1,810             | 2,461                      | 2,753                            | 2,989                          | 2,989                          |
| 534.91-11             | Adm Exp-Public Works      | 12,824            | 15,818            | 16,051                     | 12,568                           | 17,174                         | 17,174                         |
| 534.91-16             | Adm Exp-City Council      | 1,225             | 1,394             | 2,323                      | 2,306                            | 2,505                          | 2,505                          |
| Administrative        |                           | 35,691            | 43,739            | 52,244                     | 47,953                           | 58,537                         | 58,537                         |
| 535.92-01             | Interdept DSC-General Fnd | 5,000             | 0                 | 0                          | 0                                | 0                              | 0                              |

## BUDGET DETAIL EXPENSES

|           |                         |                   |                   |                            |                                  |                                |                                |
|-----------|-------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| 553-1109  | Environmental Control   |                   |                   |                            |                                  |                                |                                |
| ACCT. NO. | ACCOUNT DESCRIPTION     | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 535.92-29 | Interdept DSC-Pub Works | 54,459            | 55,875            | 71,111                     | 53,648                           | 7,603                          | 7,603                          |
|           | Interdepartmental       | 59,459            | 55,875            | 71,111                     | 53,648                           | 7,603                          | 7,603                          |
| 633.64-00 | Depreciation Expense    | 1,165             | 1,165             | 0                          | 0                                | 0                              | 0                              |
|           | Property                | 1,165             | 1,165             | 0                          | 0                                | 0                              | 0                              |
| **        | Environmental Control   | 491,196           | 451,614           | 694,347                    | 685,580                          | 713,655                        | 713,655                        |

## **Water Quality Control Division**

- 14-00 Annual public notification for significant violators, public education through radio and TV commercials.
- 16-00 Public education brochures, maps, community outreach flyers for EPA pollution prevention, dental amalgam, Fats Oil & Grease, and Storm Water.
- 17-00 NPDES pretreatment fee, scheduled compliance sampling of Industries, Annual sampling of Septic Hauler Companies, Waste Water Treatment sampling and Drinking Water sampling, Ground Water Annual Report Evaluation, and Environmental Control rate study.
- 20-00 California Water Environmental Association (CWEA), California Storm Water Quality Association (CASQA), National Pollutant Discharge Elimination System (NPDES) and Qualified Industrial Storm Water Practitioner (QISP) continual compliance training and education required to maintain certifications.
- 24-00 CWEA, CASQA, NPDES, QISP, Certified Erosion, Sediment and Storm Water Inspector (CESSWI) and State Water Resources Control Board (SWRCB) certification renewals, testing fees, and various memberships.
- 25-00 Uniform Shirts allowance.
- 26-00 Maintenance of Micropurge controller, operation and maintenance of parts and accessories for field analyzers, and repair and replacement for samplers.
- 27-00 Miscellaneous field supplies.
- 28-00 Safety jackets, safety boots, safety glasses, Personal Protection Equipment (PPE), gloves and hairnets.
- 29-00 Miscellaneous laboratory supplies, miscellaneous sampling supplies, CO2 tank refills, ISCO Sampler repairs and replacement parts, pH meters.
- 43-00 Pool Vehicle for transportation.

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

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***DESCRIPTION***

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

***MISSION***

The Land Application program employs an environmentally acceptable means of recycling biosolids as a soil fertilizer. The disposal of biosolids in an economical and ecologically friendly manner reduces the impact at the local landfill.

***GOALS***

- Identify crops that are compatible with biosolids application that will produce the highest yield of tonnage and profitability to offset operating costs.
- Ensure biosolids are properly disposed of in accordance with all applicable federal and state requirements.
- Irrigate 580 acres in the Land Application Area (LAA) and 115 acres of additional WWTF property using treated recycled domestic wastewater. Maintain year round crop production that will successfully utilize the nitrogen levels in the soil produced from biosolids application.
- Perform weed abatement activities throughout the year in the LAA and assist other City departments with weed control.
- Maintain accurate records and procedures to monitor and report biosolids loadings. Track nitrogen uptake rates by sampling and testing nitrogen content within the soil and plant tissue.
- Perform soil and groundwater rehabilitation on the former biosolids disposal area.

## LAND APPLICATION

| <b>OBJECTIVES</b>  | <b>PERFORMANCE<br/>MEASUREMENTS/INDICATORS</b>  |
|--|---|
| 1. Recoup the cost of operating the land application program.                    | Continue to produce fodder crop and generate revenue that meets or exceed budget expenditures for fiscal year 2016/2017.  |
| 2. Dispose of biosolids to maintain federal and state mandates.                  | Verify through plant and soil sampling throughout the year.<br><br>Utilize biosolids for fertilization needs twice per year.  |
| 3. Increase the support for reduce, recycle, and reuse efforts.                  | Continue to use recycled water to irrigate the 695 acres of farmland. Maintain water application to the newly expanded levels of the Wildlife Management Area.                          |
| 4. Improve the wildlife mitigation area and habitat for native wildlife species. | Continue invasive weed eradication, reduce vegetation overgrowth, and carry out a plan for water fowl habitat with State Fish and Game. Begin planting beneficial native plant species. |
| 5. Remove biosolids contamination in former drying bed area.                     | Plant winter and summer crops that will utilize soil bound nitrogen   |

### **2016-2017 BUDGET HIGHLIGHTS**

Offset biosolids disposal costs through the sale of fodder crops.



## Land Application

ACCOUNT NO. 1115

| E X P E N S E S  | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|--|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses   | 139,374           | 142,859           | 138,364                    | 146,180                         | 146,114                        | 146,114                        |
| Supplies and Services  | 469,679           | 417,140           | 488,329                    | 490,682                         | 492,782                        | 492,782                        |
| Debt Service   | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Acquisitions   | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Capital Improvements   | 17,832            | 17,832            | 0                          | 0                               | 0                              | 0                              |
| TOTAL  | 626,885           | 577,831           | 626,693                    | 636,862                         | 638,896                        | 638,896                        |
| XX |                   |                   |                            |                                 |                                |                                |

| F I N A N C I N G   S O U R C E S  | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|--|-------------------|-------------------|----------------------------|----------------------|
| PERS-EE Share 2.5% @ 55  | 7,707             | 7,652             | 6,928                      | 7,271                |
| Sale of Farm Products  | 777,276           | 799,200           | 585,000                    | 730,000              |
| Interdept DSR-General Fnd  | 0                 | 0                 | 105                        | 569                  |
| Interdept DSR-Streets  | 0                 | 0                 | 261                        | 406                  |
| Interdept DSR-Water Sys  | 0                 | 0                 | 1,098                      | 1,544                |
| Interdept DSR-Refuse   | 175               | 0                 | 0                          | 0                    |
| Other Revenues   | 158,273-          | 229,021-          | 33,301                     | 100,894-             |
| TOTAL  | 626,885           | 577,831           | 626,693                    | 638,896              |
| XX |                   |                   |                            |                      |

| P E R S O N N E L         | Number of Positions            |                                 |                                |                     |
|---------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------|
| Classification            | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
| P.W. Manager - Wastewater | .05                            | .05                             | .05                            | .05                 |
| Land Appl Pgm Lead Worker | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| Maintenance Worker I/II   | .50                            | .50                             | .50                            | .50                 |
| TOTAL                     | 1.55                           | 1.55                            | 1.55                           | 1.55                |

## BUDGET DETAIL EXPENSES

| 553-1115              | Land Application         |                   |                   |                            |                                  |                                |                                |
|-----------------------|--------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.             | ACCOUNT DESCRIPTION      | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 531.01-00             | Regular Salaries         | 82,989            | 87,723            | 88,828                     | 93,123                           | 93,123                         | 93,123                         |
| 531.04-01             | Regular Overtime         | 130               | 785               | 1,109                      | 1,133                            | 1,133                          | 1,133                          |
| 531.10-05             | Retirement PERS Classic  | 18,167            | 20,555            | 21,971                     | 24,468                           | 24,468                         | 24,468                         |
| 531.10-06             | Social Security-OASDI    | 4,990             | 5,305             | 5,411                      | 5,676                            | 5,676                          | 5,676                          |
| 531.10-07             | Social Security-Medicare | 1,167             | 1,241             | 1,266                      | 1,327                            | 1,327                          | 1,327                          |
| 531.10-12             | Workers Compensation     | 9,090             | 9,870             | 2,677                      | 2,518                            | 2,453                          | 2,453                          |
| 531.10-20             | Earned Benefit           | 24                | 0                 | 296                        | 303                              | 303                            | 303                            |
| 531.10-23             | Uniform Cleaning         | 571               | 494               | 428                        | 428                              | 428                            | 428                            |
| 531.10-33             | Core Allowance           | 16,125            | 16,886            | 16,378                     | 17,204                           | 17,203                         | 17,203                         |
| 531.10-35             | Post Employment Benefits | 6,121             | 0                 | 0                          | 0                                | 0                              | 0                              |
| Personnel Services    |                          | 139,374           | 142,859           | 138,364                    | 146,180                          | 146,114                        | 146,114                        |
| 532.11-00             | Utilities                | 39,483            | 63,505            | 68,920                     | 65,149                           | 65,149                         | 65,149                         |
| 532.12-00             | Telephone                | 388               | 483               | 489                        | 408                              | 408                            | 408                            |
| 532.17-00             | Professional Services    | 94,671            | 56,378            | 89,827                     | 78,837                           | 78,837                         | 78,837                         |
| 532.19-00             | Mileage                  | 0                 | 0                 | 500                        | 500                              | 500                            | 500                            |
| 532.21-00             | Rents/Leases             | 0                 | 55                | 240                        | 255                              | 255                            | 255                            |
| 532.23-00             | Vehicle Operations/Maint | 80,577            | 52,363            | 45,828                     | 68,945                           | 68,945                         | 68,945                         |
| 532.25-00             | Maintenance Matls & Svcs | 12,215            | 6,020             | 11,566                     | 6,686                            | 6,686                          | 6,686                          |
| 532.29-00             | Other Materials Supplies | 150,675           | 138,529           | 164,226                    | 167,323                          | 167,323                        | 167,323                        |
| 532.30-01             | Dept Share of Insurance  | 2,656             | 2,330             | 3,569                      | 4,581                            | 4,541                          | 4,541                          |
| 532.32-00             | Vehicle Replacement Fee  | 43,916            | 51,828            | 54,853                     | 50,806                           | 50,806                         | 50,806                         |
| 532.38-00             | Support Services         | 13,452            | 12,596            | 12,874                     | 13,907                           | 13,924                         | 13,924                         |
| 532.45-00             | Facilities Maint Charge  | 235               | 702               | 760                        | 848                              | 844                            | 844                            |
| Supplies and Services |                          | 438,268           | 384,789           | 453,652                    | 458,245                          | 458,218                        | 458,218                        |
| 534.91-01             | Adm Exp-City Manager     | 3,523             | 1,690             | 2,451                      | 1,991                            | 2,906                          | 2,906                          |
| 534.91-02             | Adm Exp-City Attorney    | 1,110             | 784               | 532                        | 533                              | 573                            | 573                            |
| 534.91-03             | Adm Exp-City Clerk       | 0                 | 2,846             | 1,533                      | 1,536                            | 1,488                          | 1,488                          |
| 534.91-09             | Adm Exp-Finance          | 8,507             | 7,713             | 8,744                      | 8,496                            | 8,285                          | 8,285                          |
| 534.91-10             | Adm Exp-Purchasing       | 1,171             | 985               | 1,039                      | 1,140                            | 1,104                          | 1,104                          |
| 534.91-11             | Adm Exp-Public Works     | 8,495             | 9,690             | 9,783                      | 7,730                            | 9,364                          | 9,364                          |
| 534.91-16             | Adm Exp-City Council     | 810               | 758               | 981                        | 955                              | 925                            | 925                            |
| Administrative        |                          | 23,616            | 24,466            | 25,063                     | 22,381                           | 24,645                         | 24,645                         |
| 535.92-29             | Interdept DSC-Pub Works  | 7,757             | 7,847             | 9,565                      | 10,056                           | 9,919                          | 9,919                          |
| 535.92-72             | Interdept DSC-Supprt Sr  | 38                | 38                | 49                         | 0                                | 0                              | 0                              |
| Interdepartmental     |                          | 7,795             | 7,885             | 9,614                      | 10,056                           | 9,919                          | 9,919                          |
| 633.64-00             | Depreciation Expense     | 17,832            | 17,832            | 0                          | 0                                | 0                              | 0                              |
| Property              |                          | 17,832            | 17,832            | 0                          | 0                                | 0                              | 0                              |
| **                    | Land Application         | 626,885           | 577,831           | 626,693                    | 636,862                          | 638,896                        | 638,896                        |

## LAND APPLICATION SYSTEM

- 11-00 Includes electrical service for wetlands ponds, recirculation pumps, and Unilever domestic lift station
- 12-00 Includes high water power failure alarm line for Unilever domestic and industrial sewer station, and share of Petrovend telephone service.
- 17-00 Aerial spraying; biosolids spreading; CDF crews for vegetation cleanup; contract laboratory service, such as groundwater samples, soil/water analyses, plant tissue analysis, etc.; permits (SJVAPCD air pollution fees); pest control advisor and applicator; seed spreading; and SWRCB Waste Discharge fees.
- 19-00 Mileage reimbursement for irrigation
- 21-00 High water power failure alarm service and propane tank rental.
- 25-00 Miscellaneous parts, replacement bearings, degreaser, hydraulic hoses, building materials and supplies.
- 29-00 Seed, various weed killers, herbicides, fertilizer, and soil amendments.

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

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***PROGRAM***

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

WWT Lines Component Dept

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Supplies and Services | 150               | 0                 | 0                          | 0                               | 0                              | 0                              |
| Debt Service          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Acquisitions          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Capital Improvements  | 466,599           | 76,291            | 2,223,776                  | 2,416,205                       | 2,416,205                      | 2,416,205                      |
| TOTAL                 | 466,749           | 76,291            | 2,223,776                  | 2,416,205                       | 2,416,205                      | 2,416,205                      |

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| F I N A N C I N G S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|---------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Sewer Facility Fee              | 233,495           | 98,474            | 138,700                    | 218,190              |
| Con. NthBCrk O/S NMS Dist       | 11,652            | 28,075            | 68,325                     | 81,990               |
| Sewer Fac Fee So of BCrk        | 22,088            | 3,441             | 102,020                    | 28,540               |
| Interest on Loans               | 0                 | 116               | 88                         | 59                   |
| Investment Earnings             | 15,610            | 17,460            | 15,940                     | 16,570               |
| Repayment on Loan               | 4,317             | 0                 | 1,064                      | 1,093                |
| Other Revenues                  | 179,587           | 71,275-           | 1,897,639                  | 2,069,763            |
| TOTAL                           | 466,749           | 76,291            | 2,223,776                  | 2,416,205            |

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## BUDGET DETAIL EXPENSES

| 550-1156  | WWT Lines Component Dept |                   |                   |                            |                                  |                                |                                |
|-----------|--------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION      | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 532.17-00 | Professional Services    | 150               | 0                 | 0                          | 0                                | 0                              | 0                              |
|           | Supplies and Services    | 150               | 0                 | 0                          | 0                                | 0                              | 0                              |
| 633.64-00 | Depreciation Expense     | 38,621            | 76,291            | 0                          | 0                                | 0                              | 0                              |
|           | Property                 | 38,621            | 76,291            | 0                          | 0                                | 0                              | 0                              |
| 637.65-00 | Capital Imp. Projects    | 427,978           | 0                 | 2,223,776                  | 2,416,205                        | 2,416,205                      | 2,416,205                      |
|           | Capital Outlay           | 427,978           | 0                 | 2,223,776                  | 2,416,205                        | 2,416,205                      | 2,416,205                      |
| **        | WWT Lines Component Dept | 466,749           | 76,291            | 2,223,776                  | 2,416,205                        | 2,416,205                      | 2,416,205                      |

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

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***PROGRAM***

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

## University Capital Charge

ACCOUNT NO. 1136

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Supplies and Services | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Debt Service          | 249,169           | 242,370           | 438,073                    | 455,736                         | 455,736                        | 455,736                        |
| Acquisitions          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Capital Improvements  | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| TOTAL                 | 249,169           | 242,370           | 438,073                    | 455,736                         | 455,736                        | 455,736                        |

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| F I N A N C I N G   S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|-----------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Sewer Facility Fee                | 249,143           | 242,342           | 459,302                    | 451,495              |
| Investment Earnings               | 0                 | 113               | 200                        | 0                    |
| Other Revenues                    | 26                | 85-               | 21,429-                    | 4,241                |
| TOTAL                             | 249,169           | 242,370           | 438,073                    | 455,736              |

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## BUDGET DETAIL EXPENSES

344-1136 University Capital Charge

| ACCT. NO. | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
|-----------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| 706.71-01 | Principal-Bond Payment    | 0                 | 0                 | 200,000                    | 225,000                          | 225,000                        | 225,000                        |
| 706.72-01 | Interest Bond Payment     | 227,187           | 220,913           | 217,216                    | 210,479                          | 210,479                        | 210,479                        |
| 706.73-01 | Agent Fees-Bond Payment   | 21,982            | 21,457            | 20,857                     | 20,257                           | 20,257                         | 20,257                         |
|           | Debt Services             | 249,169           | 242,370           | 438,073                    | 455,736                          | 455,736                        | 455,736                        |
| **        | University Capital Charge | 249,169           | 242,370           | 438,073                    | 455,736                          | 455,736                        | 455,736                        |

**WASTEWATER TREATMENT PLANT COMPONENT  
IMPROVEMENT FUND**

**FUND NO. 551**

**ACCOUNT NO. 1157**

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***PROGRAM***

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

## WWT Plant Component

ACCOUNT NO. 1157

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept. Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Supplies and Services | 688               | 0                 | 0                          | 0                                | 0                              | 0                              |
| Debt Service          | 0                 | 0                 | 1,054,177                  | 285,141                          | 285,141                        | 285,141                        |
| Acquisitions          | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Capital Improvements  | 3,143,809         | 3,765,511         | 4,045,172                  | 4,418,978                        | 4,418,978                      | 4,418,978                      |
| TOTAL                 | 3,144,497         | 3,765,511         | 5,099,349                  | 4,704,119                        | 4,704,119                      | 4,704,119                      |

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| F I N A N C I N G   S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|-----------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Sewer Facility Fee                | 964,656           | 401,743           | 974,831                    | 975,561              |
| Interest on Loans                 | 0                 | 297               | 225                        | 150                  |
| Investment Earnings               | 44,460            | 47,200            | 45,450                     | 42,650               |
| Repayment on Loan                 | 11,087            | 0                 | 2,735                      | 2,808                |
| Other Revenues                    | 2,124,294         | 3,316,271         | 4,076,108                  | 3,682,950            |
| TOTAL                             | 3,144,497         | 3,765,511         | 5,099,349                  | 4,704,119            |

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## BUDGET DETAIL EXPENSES

| 551-1157  | WWT Plant Component   |                   |                   |                            |                                  |                                |                                |
|-----------|-----------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION   | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 532.17-00 | Professional Services | 688               | 0                 | 0                          | 0                                | 0                              | 0                              |
|           | Supplies and Services | 688               | 0                 | 0                          | 0                                | 0                              | 0                              |
| 633.64-00 | Depreciation Expense  | 2,875,555         | 2,875,555         | 0                          | 0                                | 0                              | 0                              |
|           | Property              | 2,875,555         | 2,875,555         | 0                          | 0                                | 0                              | 0                              |
| 637.65-00 | Capital Imp. Projects | 268,254           | 889,956           | 4,045,172                  | 4,418,978                        | 4,418,978                      | 4,418,978                      |
|           | Capital Outlay        | 268,254           | 889,956           | 4,045,172                  | 4,418,978                        | 4,418,978                      | 4,418,978                      |
| 706.71-02 | Principal-City Loans  | 0                 | 0                 | 1,054,177                  | 285,141                          | 285,141                        | 285,141                        |
|           | Debt Services         | 0                 | 0                 | 1,054,177                  | 285,141                          | 285,141                        | 285,141                        |
| **        | WWT Plant Component   | 3,144,497         | 3,765,511         | 5,099,349                  | 4,704,119                        | 4,704,119                      | 4,704,119                      |

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

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***PROGRAM***

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

## Wastewater Revolving Fund

ACCOUNT NO. 1110

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept. Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Supplies and Services | 0                 | 0                 | 120,810                    | 123,099                          | 123,099                        | 123,099                        |
| 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                 | 120,810                    | 123,099                          | 123,099                        | 123,099                        |

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| F I N A N C I N G S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|---------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Investment Earnings             | 911               | 946               | 880                        | 910                  |
| Other Revenues                  | 911-              | 946-              | 119,930                    | 122,189              |
| TOTAL                           | 0                 | 0                 | 120,810                    | 123,099              |

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## BUDGET DETAIL EXPENSES

| 552-1110  | Wastewater Revolving Fund |                   |                   |                            |                                  |                                |                                |
|-----------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 532.29-00 | Other Materials Supplies  | 0                 | 0                 | 120,810                    | 123,099                          | 123,099                        | 123,099                        |
|           | Supplies and Services     | 0                 | 0                 | 120,810                    | 123,099                          | 123,099                        | 123,099                        |
| **        | Wastewater Revolving Fund | 0                 | 0                 | 120,810                    | 123,099                          | 123,099                        | 123,099                        |

FUND NO. 552  
ACCOUNT NO. 1110

## **WASTEWATER REVOLVING FUND**

29-00 Loans for connection of properties to sewer lines



**REFUSE**

**REFUSE COLLECTION**  
**FUND NO. 558**  
**ACCOUNT NO. 1112**

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***DESCRIPTION***

The Refuse Division is responsible for all solid waste collection within City limits. This includes scheduled and unscheduled service for residential, commercial, and industrial customers, as well as special programs such as Alley Cleanup, Spring Cleanup, and Tire Removal.

***MISSION***

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

***Goals***

- Provide regular collection of residential, industrial, and commercial solid waste in the most efficient and cost-effective manner.
- Complete preparations for 2017 Spring Cleanup program by February 2017 and make changes, if appropriate, based on tonnage and costs of the 2016 program.
- Continue to monitor and adjust service routes for appropriate size and service levels, as well as improve productivity.

***OBJECTIVES***

***PERFORMANCE  
MEASUREMENTS/INDICATORS***

- |   |  |
|---|--|
| 1. Continue to monitor and adjust right-sizing of service routes to accommodate growth, as well as improve productivity.                                    | All routes will be continually audited for appropriate size during fiscal year. Adjustments made when needed to maintain correct route size. |
| 2. Complete preparations for 2017 Spring Cleanup program by February 2017 and make changes, if appropriate, based on tonnage and costs of the 2016 program. | Report to City Council on experience of 2016 program no later than June 1, 2017. To include diversion of recyclable waste tonnage.           |

**2016-2017 BUDGET HIGHLIGHTS**

Landfill tonnage rates will remain flat through the next fiscal year. Total tonnage generated by the city has increased due to residential and commercial growth; therefore, next year's garbage expense budget will slightly increase to reflect the increased monthly garbage bill. As growth is now on the rise, the need for additional garbage routes will likely occur, including additional garbage trucks and drivers. Route adjustments may be necessary to accommodate route completion before the Landfill closes for the day. This adjustment may include changing the refuse removal pickup days of service to some residents. Staff will make every effort to provide sufficient notice to all those affected if this happens.

The department is requesting a night shift Lead Refuse Operator to alleviate the need for the day time supervisor to be on call 24-7 and to act as a night shift relief driver for drivers who call in sick, take vacation, etc. and to assist with roadside emergencies or other related refuse route problems. A rotating standby schedule will also be added to the budget so existing lead employees can relieve part of the current standby burden from the Supervisor and other drivers. Current residential and commercial growth along with the existing rate increases should adequately fund this new position.

Staff is exploring ways to reduce illegal dumping in the alleys and along roadways etc. One likely solution would be to create a "drop off" location within the City that would be staffed five days per week (a Tuesday through Saturday schedule is suggested) where residents could bring bulky items, recyclables, e-waste or other trash to be disposed of at this drop off location. We would recommend to do away with the annual spring cleanup program since excess discards could be brought to the site throughout the year. It should be noted the annual Spring Cleanup expenses are approximately \$200,000 per year and while tonnage cost for a year around program would likely increase, the overtime reduction alone would more than pay for a full time employee and be creating another new full time job for Merced. Changing to a year around program instead of the annual spring cleanup would fund the full time position and not require any rate adjustments since spring cleanup expenses would be reduced. The overall costs would likely be about the same but the level of service to all residents would greatly increase and illegal dumping should be reduced.

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

## Refuse Collections

ACCOUNT NO. 1112

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 2,472,562         | 2,490,078         | 2,580,400                  | 2,621,717                       | 2,771,419                      | 2,771,419                      |
| Supplies and Services | 5,297,061         | 5,565,286         | 5,553,335                  | 5,765,108                       | 5,922,267                      | 5,922,267                      |
| Debt Service          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Acquisitions          | 870               | 0                 | 0                          | 0                               | 0                              | 0                              |
| Capital Improvements  | 182,768           | 72,022            | 288,812                    | 1,441                           | 1,441                          | 1,441                          |
| * Undefined *         | 857,487           | 13,822,391        | 754,771                    | 625,142                         | 625,142                        | 625,142                        |
| TOTAL                 | 8,810,748         | 21,949,777        | 9,177,318                  | 9,013,408                       | 9,320,269                      | 9,320,269                      |

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| F I N A N C I N G S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|---------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Interdept DSR-Refuse            | 1,374             | 625               | 160                        | 1,326                |
| Trsf-CFD PW-Streets (159)       | 0                 | 31,864            | 32,292                     | 33,984               |
| Other Revenues                  | 8,809,374         | 21,917,288        | 9,144,866                  | 9,284,959            |
| TOTAL                           | 8,810,748         | 21,949,777        | 9,177,318                  | 9,320,269            |

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## P E R S O N N E L                      Number of Positions

| Classification                 | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
|--------------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------|
| PW Spvr. - Solid Waste         | .65                            | .65                             | .81                            | .81                 |
| Lead Refuse Equip. Operator    | .65                            | .65                             | 1.65                           | 1.65                |
| Refuse Equip. Operator/Trainee | 22.00                          | 22.00                           | 23.00                          | 23.00               |
| Container Maintenance Worker   | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| General Services Mgr           | .40                            | .40                             | .40                            | .40                 |
| Recycling Coordinator          | .10                            | .10                             | .10                            | .10                 |
| TOTAL                          | 24.80                          | 24.80                           | 26.96                          | 26.96               |

## BUDGET DETAIL EXPENSES

| 558-1112 Refuse Collections |                           |                   |                   |                            |                                  |                                |                                |
|-----------------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.                   | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 531.01-00                   | Regular Salaries          | 1,277,114         | 1,255,506         | 1,313,487                  | 1,341,035                        | 1,452,613                      | 1,452,613                      |
| 531.03-00                   | Extra Help                | 24,741            | 16,643            | 64,799                     | 49,316                           | 49,316                         | 49,316                         |
| 531.04-01                   | Regular Overtime          | 247,578           | 246,264           | 214,851                    | 222,854                          | 181,854                        | 181,854                        |
| 531.10-01                   | Holiday Pay               | 8,242             | 7,607             | 16,981                     | 16,981                           | 16,981                         | 16,981                         |
| 531.10-02                   | Unused Sick Leave         | 497               | 1,190             | 0                          | 0                                | 0                              | 0                              |
| 531.10-05                   | Retirement PERS Classic   | 265,604           | 252,348           | 285,311                    | 295,682                          | 295,682                        | 295,682                        |
| 531.10-06                   | Social Security-OASDI     | 92,220            | 90,563            | 93,067                     | 96,959                           | 101,334                        | 101,334                        |
| 531.10-07                   | Social Security-Medicare  | 21,934            | 21,422            | 22,705                     | 23,391                           | 24,415                         | 24,415                         |
| 531.10-08                   | State Unemployment        | 0                 | 14,872            | 16,496                     | 16,316                           | 16,316                         | 16,316                         |
| 531.10-10                   | Retirement-PERS New Membr | 11,423            | 37,942            | 40,658                     | 57,050                           | 84,577                         | 84,577                         |
| 531.10-12                   | Workers Compensation      | 96,578            | 115,183           | 76,964                     | 55,255                           | 57,671                         | 57,671                         |
| 531.10-17                   | Stand By Pay              | 297               | 0                 | 0                          | 23,646                           | 23,646                         | 23,646                         |
| 531.10-20                   | Earned Benefit            | 10,279            | 4,601             | 6,529                      | 8,574                            | 8,574                          | 8,574                          |
| 531.10-21                   | Bilingual Pay Program     | 54                | 38                | 0                          | 0                                | 0                              | 0                              |
| 531.10-23                   | Uniform Cleaning          | 4,937             | 5,540             | 5,720                      | 5,720                            | 5,720                          | 5,720                          |
| 531.10-27                   | PTS Plan FICA Alternative | 328               | 218               | 842                        | 641                              | 641                            | 641                            |
| 531.10-33                   | Core Allowance            | 348,405           | 360,538           | 366,323                    | 370,905                          | 414,687                        | 414,687                        |
| 531.10-35                   | Post Employment Benefits  | 62,331            | 59,603            | 55,667                     | 37,392                           | 37,392                         | 37,392                         |
| Personnel Services          |                           | 2,472,562         | 2,490,078         | 2,580,400                  | 2,621,717                        | 2,771,419                      | 2,771,419                      |
| 532.11-00                   | Utilities                 | 18,456            | 20,022            | 20,280                     | 23,501                           | 23,501                         | 23,501                         |
| 532.12-00                   | Telephone                 | 3,656             | 4,002             | 4,584                      | 3,067                            | 3,067                          | 3,067                          |
| 532.13-00                   | Postage                   | 44,542            | 47,704            | 46,035                     | 46,720                           | 46,720                         | 46,720                         |
| 532.16-00                   | Printing                  | 5,529             | 8,245             | 19,737                     | 19,680                           | 19,680                         | 19,680                         |
| 532.17-00                   | Professional Services     | 80,066            | 53,400            | 59,850                     | 86,670                           | 166,670                        | 166,670                        |
| 532.18-00                   | Travel and Meetings       | 427               | 956               | 3,532                      | 5,326                            | 5,326                          | 5,326                          |
| 532.19-00                   | Mileage                   | 16                | 0                 | 0                          | 0                                | 0                              | 0                              |
| 532.20-00                   | Training Expense          | 582               | 2,375             | 700                        | 1,200                            | 1,200                          | 1,200                          |
| 532.21-00                   | Rents/Leases              | 7,200             | 6,667             | 5,625                      | 5,625                            | 5,625                          | 5,625                          |
| 532.23-00                   | Vehicle Operations/Maint  | 1,110,191         | 1,101,413         | 1,138,477                  | 1,019,086                        | 1,019,086                      | 1,019,086                      |
| 532.24-00                   | Memberships, Subscription | 1,611             | 1,392             | 16,692                     | 23,399                           | 23,399                         | 23,399                         |
| 532.25-00                   | Maintenance Matis & Svcs  | 2,235,278         | 2,446,749         | 2,401,644                  | 2,653,148                        | 2,653,148                      | 2,653,148                      |
| 532.26-00                   | Other Equipment O & M     | 13,931            | 19,382            | 12,960                     | 14,784                           | 14,784                         | 14,784                         |
| 532.27-00                   | Small Tools               | 0                 | 488               | 500                        | 520                              | 520                            | 520                            |
| 532.28-00                   | Safety Supplies           | 5,938             | 6,394             | 7,185                      | 7,472                            | 7,472                          | 7,472                          |
| 532.30-01                   | Dept Share of Insurance   | 48,400            | 43,215            | 69,495                     | 97,518                           | 100,439                        | 100,439                        |
| 532.32-00                   | Vehicle Replacement Fee   | 531,217           | 538,293           | 477,965                    | 511,941                          | 511,941                        | 511,941                        |
| 532.35-84                   | Retro Fee Expense         | 55                | 0                 | 0                          | 0                                | 0                              | 0                              |
| 532.38-00                   | Support Services          | 151,284           | 148,557           | 151,448                    | 165,288                          | 173,665                        | 173,665                        |
| 532.45-00                   | Facilities Maint Charge   | 32,132            | 33,091            | 27,308                     | 26,961                           | 43,464                         | 43,464                         |
| 532.46-00                   | Computer Replacement Chrg | 3,559             | 3,002             | 1,206                      | 2,365                            | 2,365                          | 2,365                          |
| Supplies and Services       |                           | 4,294,070         | 4,485,347         | 4,465,223                  | 4,714,271                        | 4,822,072                      | 4,822,072                      |
| 533.43-00                   | Machinery/Equipment       | 870               | 0                 | 0                          | 0                                | 0                              | 0                              |
| Property                    |                           | 870               | 0                 | 0                          | 0                                | 0                              | 0                              |
| 534.91-01                   | Adm Exp-City Manager      | 51,201            | 26,875            | 39,312                     | 33,186                           | 51,022                         | 51,022                         |
| 534.91-02                   | Adm Exp-City Attorney     | 16,062            | 12,603            | 8,539                      | 8,889                            | 10,067                         | 10,067                         |
| 534.91-03                   | Adm Exp-City Clerk        | 0                 | 46,884            | 24,808                     | 25,846                           | 26,376                         | 26,376                         |
| 534.91-09                   | Adm Exp-Finance           | 123,076           | 122,626           | 140,232                    | 141,607                          | 145,472                        | 145,472                        |
| 534.91-10                   | Adm Exp-Purchasing        | 16,943            | 15,653            | 16,665                     | 19,002                           | 19,393                         | 19,393                         |
| 534.91-11                   | Adm Exp-Public Works      | 120,789           | 146,126           | 139,334                    | 110,961                          | 141,893                        | 141,893                        |
| 534.91-16                   | Adm Exp-City Council      | 11,720            | 12,053            | 15,729                     | 15,914                           | 16,250                         | 16,250                         |
| Administrative              |                           | 339,791           | 382,820           | 384,619                    | 355,405                          | 410,473                        | 410,473                        |

## BUDGET DETAIL EXPENSES

| 558-1112 Refuse Collections |                           |                   |                   |                            |                                  |                                |                                |
|-----------------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.                   | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 535.92-01                   | Interdept DSC-General Fnd | 239,574           | 244,399           | 235,016                    | 249,713                          | 247,186                        | 247,186                        |
| 535.92-17                   | Interdept DSC-Develop Svc | 42,794            | 45,206            | 46,148                     | 46,728                           | 47,096                         | 47,096                         |
| 535.92-21                   | Interdept DSC-Street Tree | 7,704             | 0                 | 0                          | 0                                | 0                              | 0                              |
| 535.92-22                   | Interdept DSC-Streets     | 15,501            | 11,057            | 14,575                     | 5,297                            | 5,231                          | 5,231                          |
| 535.92-29                   | Interdept DSC-Pub Works   | 203,737           | 206,464           | 230,399                    | 226,958                          | 225,042                        | 225,042                        |
| 535.92-48                   | Interdept DSC-CFD Parks   | 0                 | 2,673             | 2,760                      | 2,598                            | 2,561                          | 2,561                          |
| 535.92-53                   | Interdept DSC-Wastewater  | 24,062            | 29,466            | 27,011                     | 23,873                           | 23,605                         | 23,605                         |
| 535.92-57                   | Interdept DSC-Water Sys   | 41,281            | 46,605            | 45,836                     | 42,866                           | 42,431                         | 42,431                         |
| 535.92-58                   | Interdept DSC-Refuse      | 17,788            | 39,275            | 35,695                     | 27,905                           | 27,763                         | 27,763                         |
| 535.92-70                   | Interdept DSC-Fleet       | 47,864            | 52,119            | 45,128                     | 47,442                           | 46,915                         | 46,915                         |
| 535.92-71                   | Interdept DSR-Facilities  | 1,205             | 0                 | 0                          | 0                                | 0                              | 0                              |
| 535.92-72                   | Interdept DSC-Supprt Sr   | 21,690            | 19,855            | 20,925                     | 22,052                           | 21,892                         | 21,892                         |
| Interdepartmental           |                           | 663,200           | 697,119           | 703,493                    | 695,432                          | 689,722                        | 689,722                        |
| 633.64-00                   | Depreciation Expense      | 29,500            | 32,059            | 0                          | 0                                | 0                              | 0                              |
| Property                    |                           | 29,500            | 32,059            | 0                          | 0                                | 0                              | 0                              |
| 637.65-00                   | Capital Imp. Projects     | 153,268           | 39,963            | 288,812                    | 1,441                            | 1,441                          | 1,441                          |
| Capital Outlay              |                           | 153,268           | 39,963            | 288,812                    | 1,441                            | 1,441                          | 1,441                          |
| 908.93-21                   | Trsf-Street/Subd Tre(021) | 640,008           | 0                 | 0                          | 0                                | 0                              | 0                              |
| Other                       |                           | 640,008           | 0                 | 0                          | 0                                | 0                              | 0                              |
| 958.93-57                   | Trsf-Water System Fu(557) | 0                 | 13,780,669        | 754,771                    | 625,142                          | 625,142                        | 625,142                        |
| Other                       |                           | 0                 | 13,780,669        | 754,771                    | 625,142                          | 625,142                        | 625,142                        |
| 968.93-72                   | Trsf-Support Service(672) | 0                 | 26,614            | 0                          | 0                                | 0                              | 0                              |
| 968.93-74                   | Trsf-Fleet Replaceme(674) | 217,479           | 15,108            | 0                          | 0                                | 0                              | 0                              |
| Other                       |                           | 217,479           | 41,722            | 0                          | 0                                | 0                              | 0                              |
| **                          | Refuse Collections        | 8,810,748         | 21,949,777        | 9,177,318                  | 9,013,408                        | 9,320,269                      | 9,320,269                      |

## **REFUSE COLLECTION**

12-00 Includes share of cost for alarm circuit line to Police Department, cellular and office telephones

13-00 Mailing of Utility bills, spring cleanup flyers, and mailing of informational customer magnets.

16-00 Printing of service request forms, utility bills, and promotional materials

17-00 Department of Motor Vehicles license renewals/upgrades/physicals, and utility billing handling

25-00 Landfill disposal charge and container maintenance

26-00 Vehicle tracking system, and lap top air cards

**GREEN WASTE COLLECTION**  
**FUND NO. 558**  
**ACCOUNT NO. 1133**

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***DESCRIPTION***

The Green Waste Division is responsible for all green and organic waste collection within City limits. This includes scheduled and unscheduled service for residential customers, as well as Christmas Tree Removal, which may be placed in the green waste container. This division will now include a new organics waste reduction program.

***MISSION***

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

***Goals***

- Provide regular collection of residential green waste in the most efficient and cost-effective manner.
- Partner with businesses to promote the organic waste reduction measures of AB1826.

***OBJECTIVES***

***PERFORMANCE  
MEASUREMENTS/INDICATORS***

- |   |   |
|---|---|
| 1. Monitor green waste routes to ensure the ability to accommodate growth and determine if productivity can be improved.                | All routes will be continually audited for appropriate size during fiscal year. Adjustments made when needed to maintain correct route size.                                      |
| 2. Monitor contamination percentage of green waste being delivered to County Landfill compost program to ensure quality of end product. | Monthly review of contamination rate based on landfill records. Recycling Coordinator to contact 10% of customers with contaminated containers per month, as reported by drivers. |



## GREEN WASTE COLLECTION

### ***2016-2017 BUDGET HIGHLIGHTS***

In fiscal year 15/16 the City began billing for each additional residential green waste garbage container which should adequately recover expenses incurred for accounts with more than one green waste container. Residential green waste contamination is decreasing; however, unfunded legislative and regulatory mandates to the Landfill, to the City and to businesses will likely continue to negatively impact rates. The organics law AB1846 went into effect April 2016 and is not expected to impact operations.

## Green Waste Collection

ACCOUNT NO. 1133

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 280,951           | 305,937           | 318,356                    | 309,270                         | 312,771                        | 312,771                        |
| Supplies and Services | 449,454           | 408,036           | 418,685                    | 423,404                         | 428,763                        | 428,763                        |
| Debt Service          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Acquisitions          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Capital Improvements  | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| TOTAL                 | 730,405           | 713,973           | 737,041                    | 732,674                         | 741,534                        | 741,534                        |

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| F I N A N C I N G S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|---------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Green Waste Collection          | 1,008,152         | 1,036,540         | 1,005,000                  | 1,029,000            |
| PERS-EE Share 2.5% @ 55         | 13,570            | 13,253            | 13,609                     | 9,776                |
| PERS-EE Share 2% @ 62           | 0                 | 0                 | 0                          | 2,717                |
| Interdept DSR-Refuse            | 6,777             | 7,042             | 7,271                      | 7,264                |
| Other Revenues                  | 298,094-          | 342,862-          | 288,839-                   | 307,223-             |
| TOTAL                           | 730,405           | 713,973           | 737,041                    | 741,534              |

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## P E R S O N N E L Number of Positions

| Classification                 | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
|--------------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------|
| P.W. Spvr. - Solid Waste       | .15                            | .15                             | .19                            | .19                 |
| Lead Refuse Eqt. Oper.         | .15                            | .15                             | .15                            | .15                 |
| Refuse Equip. Operator/Trainee | 2.50                           | 2.50                            | 2.50                           | 2.50                |
| General Services Mgr           | .10                            | .10                             | .10                            | .10                 |
| Recycling Coordinator          | .30                            | .30                             | .30                            | .30                 |
| TOTAL                          | 3.20                           | 3.20                            | 3.24                           | 3.24                |

## BUDGET DETAIL EXPENSES

| 558-1133 Green Waste Collection |                           | 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  |
| 531.01-00                       | Regular Salaries          | 168,170 | 170,017 | 173,609 | 165,565    | 167,692   | 167,692  |
| 531.04-01                       | Regular Overtime          | 15,898  | 12,765  | 21,738  | 22,219     | 22,219    | 22,219   |
| 531.10-01                       | Holiday Pay               | 298     | 670     | 1,819   | 1,819      | 1,819     | 1,819    |
| 531.10-05                       | Retirement PERS Classic   | 32,248  | 35,372  | 43,302  | 33,042     | 33,042    | 33,042   |
| 531.10-06                       | Social Security-OASDI     | 9,978   | 10,398  | 12,054  | 11,560     | 11,692    | 11,692   |
| 531.10-07                       | Social Security-Medicare  | 2,334   | 2,432   | 2,819   | 2,703      | 2,734     | 2,734    |
| 531.10-10                       | Retirement-PERS New Membr | 0       | 0       | 0       | 10,200     | 10,725    | 10,725   |
| 531.10-12                       | Workers Compensation      | 8,146   | 22,084  | 16,018  | 6,144      | 6,071     | 6,071    |
| 531.10-20                       | Earned Benefit            | 378     | 6,600   | 1,011   | 1,011      | 1,011     | 1,011    |
| 531.10-21                       | Bilingual Pay Program     | 163     | 114     | 0       | 0          | 0         | 0        |
| 531.10-23                       | Uniform Cleaning          | 404     | 431     | 518     | 518        | 518       | 518      |
| 531.10-33                       | Core Allowance            | 42,934  | 45,054  | 45,468  | 47,793     | 48,552    | 48,552   |
| 531.10-35                       | Post Employment Benefits  | 0       | 0       | 0       | 6,696      | 6,696     | 6,696    |
| Personnel Services              |                           | 280,951 | 305,937 | 318,356 | 309,270    | 312,771   | 312,771  |
| 532.14-00                       | Advertising               | 13,713  | 15,983  | 11,000  | 11,440     | 11,440    | 11,440   |
| 532.17-00                       | Professional Services     | 100     | 130     | 387     | 402        | 402       | 402      |
| 532.23-00                       | Vehicle Operations/Maint  | 196,166 | 156,597 | 169,822 | 141,215    | 141,215   | 141,215  |
| 532.24-00                       | Memberships, Subscription | 0       | 0       | 1,500   | 1,560      | 1,560     | 1,560    |
| 532.25-00                       | Maintenance Matls & Svcs  | 68,445  | 63,599  | 104,210 | 108,378    | 108,378   | 108,378  |
| 532.26-00                       | Other Equipment O & M     | 1,137   | 1,175   | 1,440   | 1,497      | 1,497     | 1,497    |
| 532.30-01                       | Dept Share of Insurance   | 5,065   | 4,549   | 6,777   | 8,585      | 8,561     | 8,561    |
| 532.32-00                       | Vehicle Replacement Fee   | 74,801  | 70,527  | 50,432  | 79,441     | 79,441    | 79,441   |
| 532.35-84                       | Retro Fee Expense         | 15      | 0       | 0       | 0          | 0         | 0        |
| 532.38-00                       | Support Services          | 14,708  | 13,796  | 14,247  | 15,419     | 15,646    | 15,646   |
| 532.45-00                       | Facilities Maint Charge   | 1,057   | 1,557   | 1,722   | 1,922      | 1,911     | 1,911    |
| Supplies and Services           |                           | 375,207 | 327,913 | 361,537 | 369,859    | 370,051   | 370,051  |
| 534.91-01                       | Adm Exp-City Manager      | 7,040   | 3,728   | 4,692   | 3,839      | 5,888     | 5,888    |
| 534.91-02                       | Adm Exp-City Attorney     | 2,219   | 1,590   | 1,019   | 1,028      | 1,162     | 1,162    |
| 534.91-03                       | Adm Exp-City Clerk        | 0       | 6,955   | 2,935   | 2,961      | 3,016     | 3,016    |
| 534.91-09                       | Adm Exp-Finance           | 17,001  | 17,009  | 16,737  | 16,379     | 16,788    | 16,788   |
| 534.91-10                       | Adm Exp-Purchasing        | 2,340   | 2,171   | 1,989   | 2,198      | 2,238     | 2,238    |
| 534.91-11                       | Adm Exp-Public Works      | 13,888  | 16,714  | 15,137  | 11,852     | 14,441    | 14,441   |
| 534.91-16                       | Adm Exp-City Council      | 1,619   | 1,672   | 1,877   | 1,841      | 1,875     | 1,875    |
| Administrative                  |                           | 44,107  | 49,839  | 44,386  | 40,098     | 45,408    | 45,408   |
| 535.92-29                       | Interdept DSC-Pub Works   | 30,140  | 30,284  | 12,762  | 13,447     | 13,304    | 13,304   |
| Interdepartmental               |                           | 30,140  | 30,284  | 12,762  | 13,447     | 13,304    | 13,304   |
| **                              | Green Waste Collection    | 730,405 | 713,973 | 737,041 | 732,674    | 741,534   | 741,534  |

FUND NO. 558  
ACCOUNT NO. 1133

## **GREEN WASTE COLLECTION**

14-00 Television and radio advertising

25-00 Landfill disposal charges

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

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***DESCRIPTION***

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

***MISSION***

To provide the citizens of Merced excellent recycling services, which help meet State mandates, preserve quality of life, enhance the City's general appearance, while maintaining compliance with applicable source reduction and commercial recycling requirements.

***Goals***

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

***OBJECTIVES***

***PERFORMANCE  
MEASUREMENTS/INDICATORS***

- |  |   |
|--|---|
| 1. Continue to monitor and adjust right-sizing of service routes to accommodate growth, as well as improve productivity. | All routes will be continually audited for appropriate size during fiscal year. Adjustments made when needed to maintain correct route size.  |
| 2. Track diversion of material from the landfill, as mandated by the State of California.                                | Track tonnage of recyclables collected and contamination percentage. Recycling Coordinator to contact 10% of customers with contaminated containers per month.                                    |
| 3. Promote commercial recycling  | Promoting recycling rates and program information will fulfill our education/outreach requirements and increase recycling efforts. Annual report to Council regarding all recycling by June 2017. |

## RECYCLING PROGRAM

### ***2016-2017 BUDGET HIGHLIGHTS***

Businesses who generate significant amounts of recyclables will realize some reduction in waste disposal costs, since disposal costs for commercial recyclables has now been reduced by 15% as compared to regular garbage disposal. Overseas markets have been very low for recyclables so return on recyclables is very minimal.

Our Recycling Coordinator continues adding new businesses to the recycling efforts and the community seems to support recycling quite well. Overall contamination is decreasing slightly from last year.

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

[illegible][illegible]

## Number of Positions

11-122

## BUDGET DETAIL EXPENSES

| 558-1135 Recycling Program |                           |                   |                   |                            |                                  |                                |                                |
|----------------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.                  | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 531.01-00                  | Regular Salaries          | 207,829           | 213,931           | 217,212                    | 222,996                          | 225,831                        | 225,831                        |
| 531.04-01                  | Regular Overtime          | 32,879            | 27,104            | 31,200                     | 32,448                           | 32,448                         | 32,448                         |
| 531.10-01                  | Holiday Pay               | 898               | 703               | 1,213                      | 1,240                            | 1,240                          | 1,240                          |
| 531.10-05                  | Retirement PERS Classic   | 45,348            | 50,111            | 53,957                     | 58,849                           | 58,849                         | 58,849                         |
| 531.10-06                  | Social Security-OASDI     | 14,653            | 14,638            | 15,131                     | 15,615                           | 15,791                         | 15,791                         |
| 531.10-07                  | Social Security-Medicare  | 3,427             | 3,423             | 3,539                      | 3,652                            | 3,693                          | 3,693                          |
| 531.10-10                  | Retirement-PERS New Membr | 0                 | 0                 | 0                          | 0                                | 699                            | 699                            |
| 531.10-12                  | Workers Compensation      | 9,832             | 11,102            | 6,959                      | 10,476                           | 10,390                         | 10,390                         |
| 531.10-20                  | Earned Benefit            | 817               | 757               | 1,213                      | 2,066                            | 2,066                          | 2,066                          |
| 531.10-21                  | Bilingual Pay Program     | 928               | 832               | 600                        | 600                              | 600                            | 600                            |
| 531.10-23                  | Uniform Cleaning          | 369               | 355               | 351                        | 351                              | 351                            | 351                            |
| 531.10-33                  | Core Allowance            | 63,511            | 66,268            | 69,130                     | 72,697                           | 73,709                         | 73,709                         |
| 531.10-35                  | Post Employment Benefits  | 6,856             | 6,752             | 6,416                      | 3,867                            | 3,867                          | 3,867                          |
| Personnel Services         |                           | 387,347           | 395,976           | 406,921                    | 424,857                          | 429,534                        | 429,534                        |
| 532.13-00                  | Postage                   | 0                 | 4,000             | 500                        | 520                              | 520                            | 520                            |
| 532.14-00                  | Advertising               | 19,665            | 31,411            | 46,500                     | 48,360                           | 48,360                         | 48,360                         |
| 532.17-00                  | Professional Services     | 50                | 80                | 258                        | 258                              | 258                            | 258                            |
| 532.18-00                  | Travel and Meetings       | 1,555             | 162               | 573                        | 753                              | 753                            | 753                            |
| 532.20-00                  | Training Expense          | 1,063             | 2,006             | 1,150                      | 1,150                            | 1,150                          | 1,150                          |
| 532.23-00                  | Vehicle Operations/Maint  | 191,109           | 157,062           | 121,671                    | 157,790                          | 157,790                        | 157,790                        |
| 532.25-00                  | Maintenance Matls & Svcs  | 78,837            | 62,662            | 82,835                     | 86,148                           | 86,148                         | 86,148                         |
| 532.26-00                  | Other Equipment O & M     | 360               | 894               | 1,440                      | 1,497                            | 1,497                          | 1,497                          |
| 532.28-00                  | Safety Supplies           | 257               | 300               | 695                        | 695                              | 695                            | 695                            |
| 532.30-01                  | Dept Share of Insurance   | 6,157             | 5,490             | 8,143                      | 10,311                           | 10,287                         | 10,287                         |
| 532.32-00                  | Vehicle Replacement Fee   | 51,009            | 82,564            | 113,700                    | 123,284                          | 123,284                        | 123,284                        |
| 532.35-84                  | Retro Fee Expense         | 80                | 0                 | 0                          | 0                                | 0                              | 0                              |
| 532.38-00                  | Support Services          | 17,558            | 16,808            | 17,258                     | 19,488                           | 19,763                         | 19,763                         |
| 532.45-00                  | Facilities Maint Charge   | 0                 | 1,182             | 836                        | 933                              | 929                            | 929                            |
| Supplies and Services      |                           | 367,700           | 364,621           | 395,559                    | 451,187                          | 451,434                        | 451,434                        |
| 533.43-00                  | Machinery/Equipment       | 15,462            | 10,214            | 15,000                     | 15,600                           | 15,600                         | 15,600                         |
| Property                   |                           | 15,462            | 10,214            | 15,000                     | 15,600                           | 15,600                         | 15,600                         |
| 534.91-01                  | Adm Exp-City Manager      | 8,297             | 4,468             | 5,457                      | 4,545                            | 6,930                          | 6,930                          |
| 534.91-02                  | Adm Exp-City Attorney     | 2,615             | 1,966             | 1,185                      | 1,217                            | 1,367                          | 1,367                          |
| 534.91-03                  | Adm Exp-City Clerk        | 0                 | 8,171             | 3,413                      | 3,506                            | 3,549                          | 3,549                          |
| 534.91-09                  | Adm Exp-Finance           | 20,038            | 20,388            | 19,468                     | 19,394                           | 19,759                         | 19,759                         |
| 534.91-10                  | Adm Exp-Purchasing        | 2,758             | 2,603             | 2,314                      | 2,602                            | 2,634                          | 2,634                          |
| 534.91-11                  | Adm Exp-Public Works      | 16,604            | 20,385            | 18,319                     | 14,886                           | 18,148                         | 18,148                         |
| 534.91-16                  | Adm Exp-City Council      | 1,908             | 2,004             | 2,184                      | 2,180                            | 2,207                          | 2,207                          |
| Administrative             |                           | 52,220            | 59,985            | 52,340                     | 48,330                           | 54,594                         | 54,594                         |
| 535.92-29                  | Interdept DSC-Pub Works   | 65,243            | 65,798            | 29,611                     | 30,359                           | 30,001                         | 30,001                         |
| Interdepartmental          |                           | 65,243            | 65,798            | 29,611                     | 30,359                           | 30,001                         | 30,001                         |
| **                         | Recycling Program         | 887,972           | 896,594           | 899,431                    | 970,333                          | 981,163                        | 981,163                        |



FUND NO. 558  
ACCOUNT NO. 1135

## **CURBSIDE RECYCLING PROGRAM**

14-00 Television and radio advertising

25-00 Collected materials processing charges and container maintenance

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

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***DESCRIPTION***

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

***MISSION***

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

***GOALS***

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

***OBJECTIVES***

***PERFORMANCE  
MEASUREMENTS/INDICATORS***

- |  |  |
|--|--|
| 1. Continue to dispose of leaves at disposal sites that will accept leaves at no charge, with all weather disposal capabilities. | By September 2016, recommit to previously identified sites CP-42 or identify other strategically located sites that will accept leaves at no charge.   |
| 2. Seek methods to improve the quality of street sweeping and right-sizing of routes to improve productivity.                    | Maintain contact with sweeper manufacturers to remain familiar with current technology, as well as machine capability, and arrange for local demonstrations of such machines when appropriate. |

## STREET SWEEPING

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

## **2016-2017 BUDGET HIGHLIGHTS**

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

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

## Street Sweeping

ACCOUNT NO. 1113

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 567,605           | 574,651           | 616,629                    | 580,775                         | 593,740                        | 593,740                        |
| Supplies and Services | 796,601           | 729,363           | 749,062                    | 717,505                         | 727,779                        | 727,779                        |
| Debt Service          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Acquisitions          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Capital Improvements  | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| TOTAL                 | 1,364,206         | 1,304,014         | 1,365,691                  | 1,298,280                       | 1,321,519                      | 1,321,519                      |

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| F I N A N C I N G   S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|-----------------------------------|-------------------|-------------------|----------------------------|----------------------|
| PERS-EE Share 2.5% @ 55           | 27,011            | 25,019            | 23,027                     | 15,741               |
| PERS-EE Share 2% @ 62             | 0                 | 0                 | 0                          | 5,350                |
| Interdept DSR-Maint Dist          | 5,165             | 5,009             | 5,194                      | 5,793                |
| Interdept DSR-Refuse              | 11,011            | 15,248            | 12,319                     | 9,628                |
| Other Revenues                    | 1,321,019         | 1,258,738         | 1,325,151                  | 1,285,007            |
| TOTAL                             | 1,364,206         | 1,304,014         | 1,365,691                  | 1,321,519            |

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## P E R S O N N E L                      Number of Positions

| Classification              | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
|-----------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------|
| P.W. Manager - Tax Services | .40                            | .40                             | .50                            | .50                 |
| P.W. Spvr. - Streets        | .20                            | .20                             | .20                            | .20                 |
| Street Sweeper Operator     | 5.00                           | 5.00                            | 5.00                           | 5.00                |
| TOTAL                       | 5.60                           | 5.60                            | 5.70                           | 5.70                |

## BUDGET DETAIL EXPENSES

| 558-1113              | Street Sweeping           |                   |                   |                            |                                  |                                |                                |
|-----------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.             | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 531.01-00             | Regular Salaries          | 292,569           | 287,654           | 296,296                    | 279,727                          | 287,942                        | 287,942                        |
| 531.03-00             | Extra Help                | 24,785            | 31,524            | 36,606                     | 34,118                           | 34,118                         | 34,118                         |
| 531.04-01             | Regular Overtime          | 22,790            | 28,533            | 28,084                     | 29,277                           | 29,277                         | 29,277                         |
| 531.04-04             | Call Back Time Worked     | 1,119             | 338               | 600                        | 1,391                            | 1,391                          | 1,391                          |
| 531.10-02             | Unused Sick Leave         | 297               | 0                 | 0                          | 0                                | 0                              | 0                              |
| 531.10-05             | Retirement PERS Classic   | 63,911            | 67,391            | 73,227                     | 53,125                           | 53,125                         | 53,125                         |
| 531.10-06             | Social Security-OASDI     | 19,340            | 19,162            | 20,806                     | 18,653                           | 19,284                         | 19,284                         |
| 531.10-07             | Social Security-Medicare  | 4,892             | 4,954             | 5,397                      | 4,857                            | 5,005                          | 5,005                          |
| 531.10-08             | State Unemployment        | 8,996             | 0                 | 6,225                      | 8,942                            | 8,942                          | 8,942                          |
| 531.10-10             | Retirement-PERS New Membr | 0                 | 0                 | 0                          | 19,093                           | 21,120                         | 21,120                         |
| 531.10-12             | Workers Compensation      | 19,251            | 16,027            | 9,820                      | 14,921                           | 14,841                         | 14,841                         |
| 531.10-17             | Stand By Pay              | 1,359             | 699               | 1,311                      | 1,311                            | 1,311                          | 1,311                          |
| 531.10-20             | Earned Benefit            | 838               | 6,755             | 19,180                     | 1,327                            | 1,327                          | 1,327                          |
| 531.10-21             | Bilingual Pay Program     | 0                 | 110               | 240                        | 120                              | 120                            | 120                            |
| 531.10-23             | Uniform Cleaning          | 973               | 1,139             | 1,391                      | 1,391                            | 1,391                          | 1,391                          |
| 531.10-27             | PTS Plan FICA Alternative | 329               | 425               | 476                        | 444                              | 444                            | 444                            |
| 531.10-33             | Core Allowance            | 91,473            | 95,285            | 104,140                    | 96,440                           | 98,464                         | 98,464                         |
| 531.10-35             | Post Employment Benefits  | 14,683            | 14,655            | 12,830                     | 15,638                           | 15,638                         | 15,638                         |
| Personnel Services    |                           | 567,605           | 574,651           | 616,629                    | 580,775                          | 593,740                        | 593,740                        |
| 532.11-00             | Utilities                 | 76,244            | 67,177            | 82,443                     | 82,443                           | 85,740                         | 85,740                         |
| 532.13-00             | Postage                   | 7,597             | 7,356             | 8,200                      | 8,528                            | 8,528                          | 8,528                          |
| 532.17-00             | Professional Services     | 201               | 440               | 258                        | 268                              | 268                            | 268                            |
| 532.23-00             | Vehicle Operations/Maint  | 244,879           | 263,776           | 261,653                    | 178,898                          | 178,898                        | 178,898                        |
| 532.25-00             | Maintenance Matls & Svcs  | 277               | 440               | 500                        | 520                              | 520                            | 520                            |
| 532.26-00             | Other Equipment O & M     | 509               | 1,112             | 960                        | 998                              | 998                            | 998                            |
| 532.28-00             | Safety Supplies           | 748               | 850               | 1,350                      | 1,404                            | 1,404                          | 1,404                          |
| 532.30-01             | Dept Share of Insurance   | 8,807             | 7,960             | 11,785                     | 14,907                           | 14,912                         | 14,912                         |
| 532.32-00             | Vehicle Replacement Fee   | 180,743           | 166,065           | 153,339                    | 185,872                          | 185,872                        | 185,872                        |
| 532.38-00             | Support Services          | 26,870            | 25,874            | 27,406                     | 29,198                           | 29,746                         | 29,746                         |
| 532.45-00             | Facilities Maint Charge   | 1,789             | 2,608             | 3,362                      | 3,754                            | 3,732                          | 3,732                          |
| Supplies and Services |                           | 548,664           | 543,658           | 551,256                    | 506,790                          | 510,618                        | 510,618                        |
| 534.91-01             | Adm Exp-City Manager      | 8,390             | 4,343             | 7,014                      | 5,218                            | 7,692                          | 7,692                          |
| 534.91-02             | Adm Exp-City Attorney     | 2,644             | 2,120             | 1,524                      | 1,398                            | 1,518                          | 1,518                          |
| 534.91-03             | Adm Exp-City Clerk        | 0                 | 7,466             | 4,387                      | 4,026                            | 3,939                          | 3,939                          |
| 534.91-09             | Adm Exp-Finance           | 20,262            | 19,816            | 25,022                     | 22,266                           | 21,930                         | 21,930                         |
| 534.91-10             | Adm Exp-Purchasing        | 2,789             | 2,529             | 2,974                      | 2,988                            | 2,924                          | 2,924                          |
| 534.91-11             | Adm Exp-Public Works      | 23,637            | 28,076            | 27,159                     | 20,873                           | 25,574                         | 25,574                         |
| 534.91-16             | Adm Exp-City Council      | 1,929             | 1,948             | 2,807                      | 2,502                            | 2,450                          | 2,450                          |
| Administrative        |                           | 59,651            | 66,298            | 70,887                     | 59,271                           | 66,027                         | 66,027                         |
| 535.92-01             | Interdept DSC-General Fnd | 13,752            | 1,121             | 3,092                      | 917                              | 907                            | 907                            |
| 535.92-21             | Interdept DSC-Street Tree | 12,397            | 0                 | 0                          | 0                                | 0                              | 0                              |
| 535.92-22             | Interdept DSC-Streets     | 123,945           | 89,717            | 77,505                     | 103,501                          | 103,327                        | 103,327                        |
| 535.92-29             | Interdept DSC-Pub Works   | 6,090             | 6,245             | 28,262                     | 28,198                           | 28,282                         | 28,282                         |
| 535.92-48             | Interdept DSC-CFD Parks   | 2,804             | 6,182             | 0                          | 0                                | 0                              | 0                              |
| 535.92-53             | Interdept DSC-Wastewater  | 24,070            | 13,999            | 6,478                      | 13,592                           | 13,433                         | 13,433                         |
| 535.92-58             | Interdept DSC-Refuse      | 5,036             | 1,951             | 11,335                     | 4,940                            | 4,889                          | 4,889                          |
| 535.92-72             | Interdept DSC-Supprt Sr   | 192               | 192               | 247                        | 296                              | 296                            | 296                            |
| Interdepartmental     |                           | 188,286           | 119,407           | 126,919                    | 151,444                          | 151,134                        | 151,134                        |
| **                    | Street Sweeping           | 1,364,206         | 1,304,014         | 1,365,691                  | 1,298,280                        | 1,321,519                      | 1,321,519                      |

FUND NO. 558  
ACCOUNT NO. 1113

## **STREET SWEEPING**

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

13-00 Leaf collection notices

16-00 Printing of leaf collection maps and schedules

## **STREET AND SUBDIVISION TREES**

**FUND NO. 558**

**ACCOUNT NO. 1122**

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### ***DESCRIPTION***

The Street Tree Division is responsible for the maintenance of 88,000 Street trees and 15,000 Park trees. The Tree division provides a full range of tree care services throughout the City, including scheduled tree pruning, dead wood, mistletoe, and stump removal, reforestation, hazard elimination, special tree treatments, and corrective measures, as identified by our tree program objectives or by customer requests.

### ***MISSION***

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

### ***GOALS***

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

### ***OBJECTIVES***

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

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

Monitor tree trimming (8 year trimming cycle), mistletoe abatement (annual program), stump removal and reforestation (as needed), and emergency tree/limb removal throughout the City, and provide monthly maintenance reports to the department.

## STREET AND SUBDIVISION TREES

- |  |   |
|--|---|
|  | Inspect all trees for health and condition when they are pruned, and immediately correct all tree hazards when found.   |
|  | When notified of hazards by citizens, make correction within one business day. Ongoing.   |
| 2. Continue Mistletoe Abatement Program in conjunction with the Area Prune Program.        | Continue aggressive preventive maintenance work on eradicating mistletoe on all city trees, as well as customer service/emergency requests throughout the City. To be completed annually. |
| 3. Continue the 8 year Area Prune Program cycle.   | Continue area-pruning program of approximately 11,000 trees per year utilizing city forces and private contractors.   |
|  | Ensure the annual inspection and pruning cycle of 15,000 park trees is completed within the fiscal year.  |
| 4. Promote the benefits of a healthy urban forest, and maintain Tree City USA designation. | Continue participation in Arbor Day event by involving UC Merced, elementary schools and public agencies.   |

### ***2016-2017 BUDGET HIGHLIGHTS***

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



## Street &amp; Sub Div. Trees

ACCOUNT NO. 1122

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 0                 | 524,122           | 582,561                    | 598,801                         | 605,169                        | 605,169                        |
| Supplies and Services | 0                 | 229,052           | 295,294                    | 227,863                         | 236,983                        | 236,983                        |
| 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                 | 753,174           | 877,855                    | 826,664                         | 842,152                        | 842,152                        |

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| F I N A N C I N G S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|---------------------------------|-------------------|-------------------|----------------------------|----------------------|
| PERS-EE Share 2.5% @ 55         | 0                 | 23,598            | 21,417                     | 21,912               |
| PERS-EE Share 2% @ 62           | 0                 | 13                | 1,714                      | 2,097                |
| Interdept DSR-Maint Dist        | 0                 | 5,083             | 5,302                      | 6,198                |
| Interdept DSR-Refuse            | 0                 | 12,187            | 17,530                     | 6,225                |
| Other Revenues                  | 0                 | 712,293           | 831,892                    | 805,720              |
| TOTAL                           | 0                 | 753,174           | 877,855                    | 842,152              |

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| P E R S O N N E L             | Number of Positions            |                                 |                                |                     |
|-------------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------|
| Classification                | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
| Park Worker I/II/III          | .75                            | .75                             | .75                            | .75                 |
| P.W. Manager - Tax Services   | .20                            | .20                             | .25                            | .25                 |
| Tree Trimmer                  | 4.00                           | 4.00                            | 4.00                           | 4.00                |
| P.W. Supervisor - Parks/Trees | .50                            | .50                             | .50                            | .50                 |
| TOTAL                         | 5.45                           | 5.45                            | 5.50                           | 5.50                |

## BUDGET DETAIL EXPENSES

| 558-1122              | Street & Sub Div. Trees   |                   |                   |                            |                                  |                                |                                |
|-----------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.             | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 531.01-00             | Regular Salaries          | 0                 | 270,612           | 301,953                    | 310,149                          | 314,256                        | 314,256                        |
| 531.04-01             | Regular Overtime          | 0                 | 26,234            | 22,079                     | 22,079                           | 22,079                         | 22,079                         |
| 531.04-04             | Call Back Time Worked     | 0                 | 2,734             | 3,787                      | 3,787                            | 3,787                          | 3,787                          |
| 531.10-05             | Retirement PERS Classic   | 0                 | 63,346            | 67,897                     | 73,740                           | 73,740                         | 73,740                         |
| 531.10-06             | Social Security-OASDI     | 0                 | 18,404            | 20,873                     | 20,726                           | 21,041                         | 21,041                         |
| 531.10-07             | Social Security-Medicare  | 0                 | 4,304             | 4,882                      | 4,847                            | 4,921                          | 4,921                          |
| 531.10-10             | Retirement-PERS New Membr | 0                 | 48                | 6,348                      | 7,266                            | 8,279                          | 8,279                          |
| 531.10-12             | Workers Compensation      | 0                 | 42,962            | 30,062                     | 37,219                           | 37,066                         | 37,066                         |
| 531.10-17             | Stand By Pay              | 0                 | 3,840             | 4,633                      | 4,633                            | 4,633                          | 4,633                          |
| 531.10-20             | Earned Benefit            | 0                 | 1,399             | 12,187                     | 3,259                            | 3,259                          | 3,259                          |
| 531.10-21             | Bilingual Pay Program     | 0                 | 299               | 300                        | 300                              | 300                            | 300                            |
| 531.10-23             | Uniform Cleaning          | 0                 | 779               | 815                        | 815                              | 815                            | 815                            |
| 531.10-33             | Core Allowance            | 0                 | 83,056            | 100,330                    | 105,510                          | 106,522                        | 106,522                        |
| 531.10-35             | Post Employment Benefits  | 0                 | 6,105             | 6,415                      | 4,471                            | 4,471                          | 4,471                          |
| Personnel Services    |                           | 0                 | 524,122           | 582,561                    | 598,801                          | 605,169                        | 605,169                        |
| 532.11-00             | Utilities                 | 0                 | 2,702             | 1,433                      | 1,433                            | 1,433                          | 1,433                          |
| 532.12-00             | Telephone                 | 0                 | 1,061             | 708                        | 1,176                            | 1,176                          | 1,176                          |
| 532.17-00             | Professional Services     | 0                 | 322               | 948                        | 985                              | 985                            | 985                            |
| 532.18-00             | Travel and Meetings       | 0                 | 837               | 1,314                      | 1,359                            | 1,359                          | 1,359                          |
| 532.20-00             | Training Expense          | 0                 | 735               | 800                        | 832                              | 832                            | 832                            |
| 532.21-00             | Rents/Leases              | 0                 | 1,429             | 1,094                      | 1,180                            | 1,180                          | 1,180                          |
| 532.23-00             | Vehicle Operations/Maint  | 0                 | 81,537            | 117,449                    | 49,477                           | 49,477                         | 49,477                         |
| 532.24-00             | Memberships, Subscription | 0                 | 333               | 670                        | 667                              | 667                            | 667                            |
| 532.25-00             | Maintenance Matls & Svcs  | 0                 | 19,754            | 31,371                     | 30,671                           | 30,671                         | 30,671                         |
| 532.26-00             | Other Equipment O & M     | 0                 | 57                | 400                        | 418                              | 418                            | 418                            |
| 532.28-00             | Safety Supplies           | 0                 | 2,312             | 3,840                      | 3,940                            | 3,940                          | 3,940                          |
| 532.30-01             | Dept Share of Insurance   | 0                 | 6,437             | 10,415                     | 12,997                           | 12,918                         | 12,918                         |
| 532.38-00             | Support Services          | 0                 | 16,723            | 20,565                     | 21,800                           | 22,234                         | 22,234                         |
| 532.45-00             | Facilities Maint Charge   | 0                 | 231               | 674                        | 753                              | 4,924                          | 4,924                          |
| 532.46-00             | Computer Replacement Chrg | 0                 | 0                 | 0                          | 1,758                            | 1,758                          | 1,758                          |
| Supplies and Services |                           | 0                 | 134,470           | 191,681                    | 129,446                          | 133,972                        | 133,972                        |
| 534.91-01             | Adm Exp-City Manager      | 0                 | 3,323             | 5,026                      | 4,289                            | 6,297                          | 6,297                          |
| 534.91-02             | Adm Exp-City Attorney     | 0                 | 1,594             | 1,092                      | 1,149                            | 1,242                          | 1,242                          |
| 534.91-03             | Adm Exp-City Clerk        | 0                 | 6,560             | 3,144                      | 3,309                            | 3,225                          | 3,225                          |
| 534.91-09             | Adm Exp-Finance           | 0                 | 15,160            | 17,929                     | 18,304                           | 17,953                         | 17,953                         |
| 534.91-10             | Adm Exp-Purchasing        | 0                 | 1,935             | 2,131                      | 2,456                            | 2,393                          | 2,393                          |
| 534.91-11             | Adm Exp-Public Works      | 0                 | 20,142            | 22,259                     | 17,209                           | 20,949                         | 20,949                         |
| 534.91-16             | Adm Exp-City Council      | 0                 | 1,490             | 2,011                      | 2,057                            | 2,005                          | 2,005                          |
| Administrative        |                           | 0                 | 50,204            | 53,592                     | 48,773                           | 54,064                         | 54,064                         |
| 535.92-29             | Interdept DSC-Pub Works   | 0                 | 44,186            | 49,675                     | 49,447                           | 48,750                         | 48,750                         |
| 535.92-72             | Interdept DSC-Supprt Sr   | 0                 | 192               | 346                        | 197                              | 197                            | 197                            |
| Interdepartmental     |                           | 0                 | 44,378            | 50,021                     | 49,644                           | 48,947                         | 48,947                         |
| **                    | Street & Sub Div. Trees   | 0                 | 753,174           | 877,855                    | 826,664                          | 842,152                        | 842,152                        |

## **STREET AND SUBDIVISION TREES**

- 11-00 Share of cost for green waste roll off container
- 17-00 Department of Motor Vehicle drivers' license renewals/upgrades, and MID standby fees
- 24-00 International Society of Arboriculture, National Arbor Day Society, and Western Chapter Membership
- 25-00 Miscellaneous trees, stakes, ties, cables, and landfill disposal fees
- 28-00 Replacement of boots, jackets, gloves, hard hats, and other safety related items

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

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***PROGRAM***

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

## Refuse Capital Equipment

ACCOUNT NO. 1116

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept..Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Supplies and Services | 13                | 0                 | 0                          | 0                                | 0                              | 0                              |
| Debt Service          | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Acquisitions          | 0                 | 0                 | 266,082                    | 317,240                          | 317,240                        | 317,240                        |
| Capital Improvements  | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| TOTAL                 | 13                | 0                 | 266,082                    | 317,240                          | 317,240                        | 317,240                        |

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| F I N A N C I N G   S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|-----------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Building Permits                  | 9,545             | 26,668            | 99,233                     | 99,233               |
| Indust/Commerc Surcharge          | 14,255            | 6,840             | 6,000                      | 6,000                |
| Recycling Container Surch         | 2,060             | 5,813             | 25,487                     | 25,487               |
| Investment Earnings               | 1,786             | 2,108             | 1,800                      | 2,160                |
| Other Revenues                    | 27,633-           | 41,429-           | 133,562                    | 184,360              |
| TOTAL                             | 13                | 0                 | 266,082                    | 317,240              |

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## BUDGET DETAIL EXPENSES

| 562-1116  | Refuse Capital Equipment |                   |                   |                            |                                  |                                |                                |
|-----------|--------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION      | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 532.17-00 | Professional Services    | 13                | 0                 | 0                          | 0                                | 0                              | 0                              |
|           | Supplies and Services    | 13                | 0                 | 0                          | 0                                | 0                              | 0                              |
| 533.43-00 | Machinery/Equipment      | 0                 | 0                 | 266,082                    | 317,240                          | 317,240                        | 317,240                        |
|           | Property                 | 0                 | 0                 | 266,082                    | 317,240                          | 317,240                        | 317,240                        |
| **        | Refuse Capital Equipment | 13                | 0                 | 266,082                    | 317,240                          | 317,240                        | 317,240                        |

FUND NO. 562  
ACCOUNT NO. 1116

## **REFUSE CAPITAL EQUIPMENT FUND**

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

# FLEET



**FLEET MANAGEMENT**  
**FUND NO. 670**  
**ACCOUNT NO. 1103**

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***DESCRIPTION***

Fleet Services is responsible for the maintenance and repair of all City vehicles and is currently maintaining 550 individual equipment items, of which, 310 are motorized vehicles, assigned to the various departments within the City.

***MISSION***

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

***GOALS***

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

***OBJECTIVES***

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

***PERFORMANCE  
MEASUREMENTS/INDICATORS***

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

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

## 2016-2017 BUDGET HIGHLIGHTS

### Fuel

- Fuel prices are currently lower than normal but are unpredictable, I would advise caution. City vehicles consumed 217,411 gallons of diesel, 113,254 gallons of unleaded and 34,854 Gas to Gallon Equivalent (GGE) of compressed natural gas this last calendar year and even a simple increase of \$1 per gallon could have a significant impact.

### Vehicle Replacement

- Replacement charges for departments funded by discretionary funds have ceased or reduced for the past eight budget years. Replacing vehicles which are mission critical and no longer reliable will eventually deplete all funds and leave no monies for future replacement. This is especially critical to Police Patrol where vehicles typically are replaced every 4 to 5 years. **Remaining funds will only provide one more replacement cycle for Patrol vehicles.**
- Alternate fuel vehicles contribute towards carbon reduction goals.

### Fleet Cost Reduction Practices

Fleet continues to explore cost reducing measures to include:

- Parts procurement “best value” practices, i.e. best price with longest wear/warranty.
- Parts costs continue to rise approximately 10% per year.
- Fleet mechanics ten hour shift has reduced overtime and provides for extended hours, which has especially helped the police department night shift. Night shift officers are now able to communicate directly with mechanics regarding vehicle issues rather than dropping vehicles off and leaving notes.
- While several City departments will experience some reduction in operation and maintenance costs due to low fuel prices, overall inventory continues to increase causing operation and maintenance expenses to rise.
- Research continues to replace the Fleet maintenance shop. Originally constructed in 1959, now 57 years old, it has long been too small for the current fleet. Staff routinely works outdoors, in all weather, to perform repairs. In addition, vehicles powered by Compressed Natural Gas cannot be worked on inside the existing facility due to safety requirements. A new fleet facility is sorely needed.
- The Corporation Yard is fast running out of room for parking the Public Works fleet. An expansion is badly needed.

## **2016-2017 BUDGET HIGHLIGHTS (Continued)**

### **Staff Request**

With a recent CHP law implemented on January 1, 2016, all one ton trucks rated with a 10,000 lb. or more, gross vehicle weight rating (GVWR) are now required to have a special inspection performed every 90 days. This adds approximately 50 vehicles to our current special vehicle inspection program (referred to as a CHP "BIT" Inspection) which currently already has 92 vehicles being inspected every 90 days; therefore, an additional Equipment Service Worker has been requested for this fiscal year to help us meet this unfunded mandate. If not filled then a Mechanic, who is paid more than an Equipment Service Worker, would be pulled away from repairs to perform this mandated inspection and would negatively impact public safety vehicle turnaround repair times. Overtime would likely rise and additional strain would be placed upon all Fleet Staff. Since Fleet is nearly 85-90% funded by enterprise funds the majority of the funding for this position would come from them.

## Fleet Management

ACCOUNT NO. 1103

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 1,058,463         | 1,090,132         | 1,062,795                  | 1,074,971                       | 1,152,290                      | 1,152,290                      |
| Supplies and Services | 2,330,962         | 2,109,164         | 2,498,026                  | 2,336,107                       | 2,322,734                      | 2,322,734                      |
| Debt Service          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Acquisitions          | 0                 | 1,311             | 0                          | 0                               | 0                              | 0                              |
| Capital Improvements  | 32,710            | 37,236            | 246,000                    | 8,291                           | 8,291                          | 8,291                          |
| * Undefined *         | 8,318             | 8,617             | 8,926                      | 9,246                           | 9,246                          | 9,246                          |
| TOTAL                 | 3,430,453         | 3,246,460         | 3,815,747                  | 3,428,615                       | 3,492,561                      | 3,492,561                      |

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| F I N A N C I N G   S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|-----------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Interdept DSR-Refuse              | 47,864            | 52,119            | 45,128                     | 46,915               |
| Interdept DSR-Airport             | 0                 | 715               | 278                        | 288                  |
| Other Revenues                    | 3,382,589         | 3,193,626         | 3,770,341                  | 3,445,358            |
| TOTAL                             | 3,430,453         | 3,246,460         | 3,815,747                  | 3,492,561            |

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## P E R S O N N E L                      Number of Positions

| Classification           | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
|--------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------|
| Mechanic I/II            | 7.00                           | 7.00                            | 7.00                           | 7.00                |
| Equipment Service Worker | 2.00                           | 2.00                            | 3.00                           | 3.00                |
| General Services Mgr     | .10                            | .10                             | .10                            | .10                 |
| Storekeeper              | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| Fleet Maint. Supervisor  | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| TOTAL                    | 11.10                          | 11.10                           | 12.10                          | 12.10               |

## BUDGET DETAIL EXPENSES

| 670-1103              | Fleet Management          |                   |                   |                            |                                  |                                |                                |
|-----------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.             | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 531.01-00             | Regular Salaries          | 533,140           | 544,522           | 574,476                    | 588,763                          | 631,037                        | 631,037                        |
| 531.04-01             | Regular Overtime          | 54,169            | 25,733            | 25,136                     | 25,136                           | 25,136                         | 25,136                         |
| 531.04-04             | Call Back Time Worked     | 444               | 2,525             | 1,550                      | 1,550                            | 1,550                          | 1,550                          |
| 531.10-02             | Unused Sick Leave         | 2,232             | 1,505             | 1,748                      | 1,748                            | 1,748                          | 1,748                          |
| 531.10-05             | Retirement PERS Classic   | 104,007           | 96,612            | 109,276                    | 89,427                           | 89,427                         | 89,427                         |
| 531.10-06             | Social Security-OASDI     | 38,083            | 36,323            | 37,931                     | 38,842                           | 41,463                         | 41,463                         |
| 531.10-07             | Social Security-Medicare  | 8,906             | 8,495             | 8,871                      | 9,084                            | 9,697                          | 9,697                          |
| 531.10-08             | State Unemployment        | 0                 | 9,885             | 0                          | 0                                | 0                              | 0                              |
| 531.10-10             | Retirement-PERS New Membr | 11,743            | 26,005            | 30,824                     | 61,380                           | 71,810                         | 71,810                         |
| 531.10-12             | Workers Compensation      | 81,859            | 67,831            | 47,857                     | 41,914                           | 43,049                         | 43,049                         |
| 531.10-17             | Stand By Pay              | 11,649            | 16,108            | 21,371                     | 21,371                           | 21,371                         | 21,371                         |
| 531.10-20             | Earned Benefit            | 28,254            | 27,153            | 5,860                      | 5,860                            | 5,860                          | 5,860                          |
| 531.10-23             | Uniform Cleaning          | 3,522             | 3,687             | 3,499                      | 3,499                            | 3,499                          | 3,499                          |
| 531.10-33             | Core Allowance            | 149,119           | 185,823           | 166,794                    | 160,794                          | 181,040                        | 181,040                        |
| 531.10-35             | Post Employment Benefits  | 31,336            | 37,925            | 27,602                     | 25,603                           | 25,603                         | 25,603                         |
| Personnel Services    |                           | 1,058,463         | 1,090,132         | 1,062,795                  | 1,074,971                        | 1,152,290                      | 1,152,290                      |
| 532.11-00             | Utilities                 | 27,762            | 22,212            | 26,538                     | 27,599                           | 27,599                         | 27,599                         |
| 532.12-00             | Telephone                 | 1,204             | 1,306             | 928                        | 1,060                            | 1,060                          | 1,060                          |
| 532.13-00             | Postage                   | 293               | 272               | 400                        | 416                              | 416                            | 416                            |
| 532.17-00             | Professional Services     | 250               | 586               | 258                        | 258                              | 258                            | 258                            |
| 532.18-00             | Travel and Meetings       | 2,727             | 1,722             | 3,831                      | 13,771                           | 13,771                         | 13,771                         |
| 532.19-00             | Mileage                   | 349               | 480               | 500                        | 520                              | 520                            | 520                            |
| 532.20-00             | Training Expense          | 5,737             | 12,179            | 4,954                      | 9,843                            | 9,843                          | 9,843                          |
| 532.21-00             | Rents/Leases              | 359               | 299               | 288                        | 300                              | 300                            | 300                            |
| 532.24-00             | Memberships, Subscription | 4,687             | 6,261             | 6,907                      | 6,596                            | 6,596                          | 6,596                          |
| 532.25-00             | Maintenance Matls & Svcs  | 32,651            | 36,822            | 36,990                     | 36,977                           | 36,977                         | 36,977                         |
| 532.26-00             | Other Equipment O & M     | 208               | 1,916             | 2,575                      | 2,678                            | 2,678                          | 2,678                          |
| 532.28-00             | Safety Supplies           | 2,679             | 1,936             | 2,312                      | 2,362                            | 2,362                          | 2,362                          |
| 532.29-00             | Other Materials Supplies  | 2,277             | 3,077             | 5,148                      | 5,100                            | 5,100                          | 5,100                          |
| 532.30-01             | Dept Share of Insurance   | 19,472            | 17,347            | 25,999                     | 33,277                           | 34,569                         | 34,569                         |
| 532.33-00             | Vehicle Fuel              | 1,279,573         | 1,040,009         | 1,301,737                  | 1,011,737                        | 1,011,737                      | 1,011,737                      |
| 532.34-00             | Contingency Reserve       | 0                 | 0                 | 51,067                     | 128,324                          | 87,812                         | 87,812                         |
| 532.35-84             | Retro Fee Expense         | 50                | 200               | 0                          | 0                                | 0                              | 0                              |
| 532.36-00             | Vehicle Parts             | 703,313           | 702,348           | 749,319                    | 779,291                          | 779,291                        | 779,291                        |
| 532.38-00             | Support Services          | 65,039            | 62,159            | 64,166                     | 67,913                           | 71,743                         | 71,743                         |
| 532.45-00             | Facilities Maint Charge   | 11,666            | 12,966            | 17,577                     | 24,400                           | 24,176                         | 24,176                         |
| Supplies and Services |                           | 2,160,296         | 1,924,097         | 2,301,494                  | 2,152,422                        | 2,116,808                      | 2,116,808                      |
| 533.43-00             | Machinery/Equipment       | 0                 | 1,311             | 0                          | 0                                | 0                              | 0                              |
| Property              |                           | 0                 | 1,311             | 0                          | 0                                | 0                              | 0                              |
| 534.91-01             | Adm Exp-City Manager      | 18,489            | 9,670             | 13,810                     | 11,436                           | 17,817                         | 17,817                         |
| 534.91-02             | Adm Exp-City Attorney     | 5,827             | 4,757             | 3,000                      | 3,063                            | 3,516                          | 3,516                          |
| 534.91-03             | Adm Exp-City Clerk        | 0                 | 18,455            | 8,638                      | 8,822                            | 9,126                          | 9,126                          |
| 534.91-09             | Adm Exp-Finance           | 44,651            | 44,123            | 49,262                     | 48,797                           | 50,801                         | 50,801                         |
| 534.91-10             | Adm Exp-Purchasing        | 6,147             | 5,632             | 5,854                      | 6,548                            | 6,772                          | 6,772                          |
| 534.91-11             | Adm Exp-Public Works      | 54,280            | 65,234            | 61,523                     | 47,040                           | 60,347                         | 60,347                         |
| 534.91-16             | Adm Exp-City Council      | 4,252             | 4,337             | 5,525                      | 5,484                            | 5,675                          | 5,675                          |
| Administrative        |                           | 133,646           | 152,208           | 147,612                    | 131,190                          | 154,054                        | 154,054                        |
| 535.92-29             | Interdept DSC-Pub Works   | 36,828            | 32,667            | 48,476                     | 52,248                           | 51,625                         | 51,625                         |
| 535.92-72             | Interdept DSC-Supprt Sr   | 192               | 192               | 444                        | 247                              | 247                            | 247                            |
| Interdepartmental     |                           | 37,020            | 32,859            | 48,920                     | 52,495                           | 51,872                         | 51,872                         |

## BUDGET DETAIL EXPENSES

|           |                           |                   |                   |                            |                                  |                                |                                |
|-----------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| 670-1103  | Fleet Management          |                   |                   |                            |                                  |                                |                                |
| ACCT. NO. | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
|           |                           |                   |                   |                            |                                  |                                |                                |
| 633.64-00 | Depreciation Expense      | 32,710            | 33,238            | 0                          | 0                                | 0                              | 0                              |
|           | Property                  | 32,710            | 33,238            | 0                          | 0                                | 0                              | 0                              |
| 637.65-00 | Capital Imp. Projects     | 0                 | 3,998             | 246,000                    | 8,291                            | 8,291                          | 8,291                          |
|           | Capital Outlay            | 0                 | 3,998             | 246,000                    | 8,291                            | 8,291                          | 8,291                          |
| 968.93-71 | Trsf-Facilities Main(671) | 8,318             | 8,617             | 8,926                      | 9,246                            | 9,246                          | 9,246                          |
|           | Other                     | 8,318             | 8,617             | 8,926                      | 9,246                            | 9,246                          | 9,246                          |
| **        | Fleet Management          | 3,430,453         | 3,246,460         | 3,815,747                  | 3,428,615                        | 3,492,561                      | 3,492,561                      |

## **FLEET MANAGEMENT**

11-00 Share of Corporation Yard utility service

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

17-00 DMV physicals and license renewals

18-00 Fire Mechanic Certification and Training

21-00 Security alarm at Fleet Services buildings

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

26-00 Fuel Card-Lock/Petrovend Maintenance.

29-00 Air Pollution Control District fees

34-00 Contingency for emergency vehicle repairs

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

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***PROGRAM***

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



## Fleet Management

ACCOUNT NO. 1103

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|---------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Supplies and Services | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Debt Service          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Acquisitions          | 0                 | 0                 | 0                          | 0                               | 0                              | 0                              |
| Capital Improvements  | 3,997,296         | 2,873,092         | 2,241,000                  | 1,077,000                       | 1,077,000                      | 1,077,000                      |
| * Undefined *         | 0                 | 200,000           | 0                          | 0                               | 0                              | 0                              |
| TOTAL                 | 3,997,296         | 3,073,092         | 2,241,000                  | 1,077,000                       | 1,077,000                      | 1,077,000                      |

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| F I N A N C I N G   S O U R C E S | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|-----------------------------------|-------------------|-------------------|----------------------------|----------------------|
| Vehicle Replacement Fee           | 1,390,042         | 1,403,144         | 1,453,621                  | 1,555,339            |
| Investment Earnings               | 110,928           | 111,452           | 106,630                    | 109,380              |
| Unclassified                      | 0                 | 0                 | 300,000                    | 0                    |
| Trsf-General Fund (001)           | 400,000           | 0                 | 0                          | 0                    |
| Trsf-Refuse Fund (558)            | 217,479           | 15,108            | 0                          | 0                    |
| Other Revenues                    | 1,878,847         | 1,543,388         | 380,749                    | 587,719-             |
| TOTAL                             | 3,997,296         | 3,073,092         | 2,241,000                  | 1,077,000            |

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## BUDGET DETAIL EXPENSES

|           |                         |                   |                   |                            |                                  |                                |                                |
|-----------|-------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| 674-1103  | Fleet Management        |                   |                   |                            |                                  |                                |                                |
| ACCT. NO. | ACCOUNT DESCRIPTION     | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 633.63-00 | Vehicle Replacement     | 2,658,447         | 1,335,894         | 2,241,000                  | 1,077,000                        | 1,077,000                      | 1,077,000                      |
| 633.64-00 | Depreciation Expense    | 1,338,849         | 1,537,198         | 0                          | 0                                | 0                              | 0                              |
|           | Property                | 3,997,296         | 2,873,092         | 2,241,000                  | 1,077,000                        | 1,077,000                      | 1,077,000                      |
| 908.93-01 | Trsf-General Fund (001) | 0                 | 200,000           | 0                          | 0                                | 0                              | 0                              |
|           | Other                   | 0                 | 200,000           | 0                          | 0                                | 0                              | 0                              |
| **        | Fleet Management        | 3,997,296         | 3,073,092         | 2,241,000                  | 1,077,000                        | 1,077,000                      | 1,077,000                      |

# FACILITIES

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

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***DESCRIPTION***

The Facilities Maintenance Division is responsible for the maintenance and sanitation of 74 separate facility sites that total 180,277 square feet of City owned buildings and structures with the exception of Fire Stations and privately leased space. The division provides a range of general maintenance services to other city departments, making it possible for workers in those areas to serve the public more efficiently and effectively.

***MISSION***

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

***GOALS***

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

***OBJECTIVES***

***PERFORMANCE  
MEASUREMENTS/INDICATORS***

- |   |   |
|---|---|
| 1. Provide excellent custodial and building maintenance services to all clients.                                | Completion of all priority work order requests within 3 business days.<br>Monthly review of open work orders and audit of closed work orders. |
| 2. Ensure facilities under the care of the division are properly cleaned and safely maintained for all clients. | Facilities are regularly inspected by the supervisor and annually inspected by the Fire Dept.   |

## FACILITIES MAINTENANCE

### **2016-2017 BUDGET HIGHLIGHTS**

Some shared custodial duties continue to be performed by existing staff, which has proven to work very well, i.e. Police administrative staff empties their own individual trash/recycling container which allows custodians more time to concentrate on building cleanliness.

Aging facilities will increase maintenance costs, expense lines will increase exponentially over time. Future capital costs will be necessary to replace major parks restrooms which are deteriorating rapidly. With the reopening of McNamara Pool, new splash pads at McNamara and Stephen Leonard Parks will increase maintenance costs as well.

#### **Staffing Request**

Staff is requesting an additional two Building Maintenance Workers for this fiscal budget. It should be noted that the City currently only employs 2 Maintenance workers to maintain over 73 separate locations with over 100 different buildings that are aging fast. Because of the overload, our Supervisor is completely inundated with work orders to complete and must also perform work alongside of the workers and has little time to actually perform supervisory functions, such as long term planning, general supervision, budget preparation etc. What with the state prevailing wage law (SB 7) being enacted, projects that were once outsourced are now performed in house placing a huge demand upon existing staff. Over time has soared, and an overwhelming feeling prevails within the department.

Many lower priority work orders take months to accomplish and most repairs are reactive not preventative in nature. We are experiencing a sharp increase in vandalism in many of our parks and while the City has continued to add some new buildings, to include parks facilities, staffing has not been increased for many years. We are starting to experience more complaints from the public especially about our Parks restrooms and see more damages to our parks playground structures which Facilities Maintenance also maintains. With the loss of 50% of our custodians during recent years many repairs are now performed by Building Maintenance. Custodians no longer have time to perform some simple tasks such as replacing light bulbs and with over 4000 light bulbs in all city facility fixtures, just completing replacements can require a lot of time.

| E X P E N S E S       | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Dept. Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval<br>2016-17 |
|-----------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| Personnel Expenses    | 733.660           | 766.550           | 764.801                    | 791.980                          | 867.746                        | 867.746                        |
| Supplies and Services | 520.418           | 506.841           | 676.659                    | 717.721                          | 718.902                        | 718.902                        |
| Debt Service          | 306.202           | 285.559           | 633.264                    | 655.971                          | 655.971                        | 655.971                        |
| Acquisitions          | 0                 | 0                 | 0                          | 0                                | 0                              | 0                              |
| Capital Improvements  | 191.023           | 187.364           | 0                          | 0                                | 0                              | 0                              |
| * Undefined *         | 8.851             | 0                 | 0                          | 0                                | 0                              | 0                              |
| <b>TOTAL</b>          | <b>1,760,154</b>  | <b>1,746,314</b>  | <b>2,074,724</b>           | <b>2,165,672</b>                 | <b>2,242,619</b>               | <b>2,242,619</b>               |

[illegible]

| FINANCING SOURCES         | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|---------------------------|-------------------|-------------------|----------------------------|----------------------|
| Utilities Reimbursement   | 5,475             | 5,581             | 5,400                      | 5,400                |
| PERS-EE Share 2.5% @ 55   | 25,048            | 24,106            | 22,064                     | 22,576               |
| PERS-EE Share 2% @ 62     | 4,498             | 5,386             | 5,019                      | 7,918                |
| Facilities M & O Srvs Cha | 1,221,339         | 1,199,215         | 1,291,454                  | 1,517,096            |
| Investment Earnings       | 1,338             | 499               | 1,580                      | 620                  |
| Rent & Maintenance        | 99,475            | 103,935           | 104,665                    | 104,610              |
| Rents Arcade              | 11,243            | 10,845            | 19,148                     | 19,500               |
| Sale of Equipment         | 103               | 0                 | 0                          | 0                    |
| Interdept DSR-Refuse      | 1,205             | 0                 | 0                          | 0                    |
| Interdept DSR-Pkng Auth   | 35,936            | 67,245            | 58,792                     | 59,665               |
| Trsf-General Fund (001)   | 58,745            | 60,855            | 117,539                    | 65,300               |
| Trsf-Street Maint/Lt(022) | 281,850           | 291,975           | 302,454                    | 313,300              |
| Trsf-Parks & Communi(024) | 7,804             | 8,084             | 8,375                      | 8,675                |
| Trsf-Public Works Ad(029) | 3,182             | 3,297             | 3,415                      | 3,538                |
| Trsf-Measure "C" (061)    | 493               | 511               | 529                        | 548                  |
| Trsf-Bell Station Fa(063) | 6,920             | 7,168             | 7,426                      | 7,692                |
| Trsf-Hansen Park Sto(127) | 312               | 324               | 335                        | 347                  |
| Trsf-Cypress Terrace(132) | 4,904             | 5,080             | 5,263                      | 5,452                |
| Trsf-Las Brisas MD (136)  | 3,262             | 3,379             | 3,500                      | 3,626                |
| Trsf-Paulson Place (139)  | 594               | 615               | 637                        | 660                  |
| Trsf-Ronnie Maint (140)   | 114               | 118               | 122                        | 126                  |
| Trsf-Fahrens Park #2(141) | 6,707             | 6,948             | 7,197                      | 7,455                |
| Trsf-LaBella Vista (142)  | 2,420             | 2,507             | 2,597                      | 2,690                |
| Trsf-Davenport Ranch(143) | 4,707             | 4,876             | 5,051                      | 5,232                |
| Trsf-Sequoia Hill (144)   | 333               | 345               | 357                        | 370                  |
| Trsf-Lowe's Maint (148)   | 795               | 824               | 853                        | 884                  |
| Trsf-Yosemite Gatewa(151) | 2,500             | 2,589             | 2,682                      | 2,779                |
| Trsf-CFD PW ParksMan(158) | 3,657             | 3,789             | 3,925                      | 4,065                |
| Trsf-CFD-Bellevue E (164) | 15,229            | 15,776            | 16,342                     | 16,928               |
| Trsf-CFD-Compass P (165)  | 5,811             | 6,020             | 6,236                      | 6,460                |
| Trsf-CFD-Sandcastle (166) | 2,386             | 2,472             | 2,560                      | 2,652                |
| Trsf-CFD-Bright Dev (167) | 1,512             | 1,566             | 1,622                      | 1,680                |
| Trsf-CFD-Merced Ren (168) | 1,372             | 1,421             | 1,472                      | 1,525                |
| Trsf-CFD-Big Valley (169) | 41                | 43                | 45                         | 46                   |
| Trsf-CFD-Bellevue W (170) | 3,475             | 3,600             | 3,729                      | 3,863                |
| Trsf-CFD-Tuscany Imp(173) | 1,226             | 1,271             | 1,316                      | 1,363                |
| Trsf-CFD-Provance Im(174) | 1,663             | 1,723             | 1,785                      | 1,849                |
| Trsf-CFD-Alfarata (176)   | 460               | 477               | 494                        | 512                  |
| Trsf-CFD-Franco Imp (177) | 2,079             | 2,154             | 2,231                      | 2,311                |
| Trsf-CFD-Cottages Im(178) | 1,618             | 1,677             | 1,737                      | 1,799                |
| Trsf-CFD-Hartley Cr (180) | 218               | 225               | 233                        | 242                  |
| Trsf-CFD-Crossing@Ri(181) | 230               | 238               | 247                        | 256                  |
| Trsf-CFD-Moraga-Sp R(185) | 4,276             | 4,429             | 4,588                      | 4,753                |
| Trsf-CFD-Mission Ran(186) | 386               | 400               | 415                        | 429                  |

## Facilities Maintenance Op

ACCOUNT NO. 1119

| FINANCING SOURCES         | Actual<br>2013-14 | Actual<br>2014-15 | Final<br>Budget<br>2015-16 | Estimated<br>2016-17 |
|---------------------------|-------------------|-------------------|----------------------------|----------------------|
| Trsf-CFD-Cypress Ter(188) | 1,095             | 1,135             | 1,175                      | 1,217                |
| Trsf-CFD-Lantana Est(190) | 795               | 824               | 853                        | 884                  |
| Trsf-CFD-Highland 30(193) | 135               | 139               | 144                        | 150                  |
| Trsf-Airport Fund (561)   | 9,179             | 9,509             | 9,850                      | 10,203               |
| Trsf-Unemployment Fn(668) | 0                 | 0                 | 0                          | 1,160                |
| Trsf-Fleet Managemen(670) | 8,318             | 8,617             | 8,926                      | 9,246                |
| Other Revenues            | 96,309-           | 137,498-          | 28,345                     | 2,967                |
| TOTAL                     | 1,760,154         | 1,746,314         | 2,074,724                  | 2,242,619            |

XX

PERSONNEL Number of Positions

| Classification                 | Funded In<br>Budget<br>2015-16 | Dept.Head<br>Request<br>2016-17 | City Mgr.<br>Recom.<br>2016-17 | Council<br>Approval |
|--------------------------------|--------------------------------|---------------------------------|--------------------------------|---------------------|
| PW Spvr. - Facilities          | 1.00                           | 1.00                            | 1.00                           | 1.00                |
| Building Maint. Worker I/II OR | 7.00                           | 7.00                            | 8.00                           | 8.00                |
| Custodian I/II                 | .05                            | .05                             | .05                            | .05                 |
| General Services Mgr           |                                |                                 |                                |                     |
| TOTAL                          | 8.05                           | 8.05                            | 9.05                           | 9.05                |

## BUDGET DETAIL EXPENSES

| 671-1119              | Facilities Maintenance Op |                   |                   |                            |                                  |                                |                                |
|-----------------------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO.             | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 531.01-00             | Regular Salaries          | 327,718           | 352,932           | 365,546                    | 376,456                          | 418,345                        | 418,345                        |
| 531.03-00             | Extra Help                | 57,182            | 60,680            | 60,000                     | 60,212                           | 60,212                         | 60,212                         |
| 531.04-01             | Regular Overtime          | 5,310             | 6,201             | 7,337                      | 14,197                           | 14,197                         | 14,197                         |
| 531.10-02             | Unused Sick Leave         | 470               | 0                 | 100                        | 100                              | 100                            | 100                            |
| 531.10-05             | Retirement PERS Classic   | 59,402            | 64,982            | 70,389                     | 76,460                           | 76,460                         | 76,460                         |
| 531.10-06             | Social Security-OASDI     | 19,611            | 21,156            | 22,130                     | 23,206                           | 25,803                         | 25,803                         |
| 531.10-07             | Social Security-Medicare  | 5,441             | 5,847             | 6,045                      | 6,300                            | 6,908                          | 6,908                          |
| 531.10-08             | State Unemployment        | 0                 | 2,459             | 0                          | 0                                | 0                              | 0                              |
| 531.10-10             | Retirement-PERS New Membr | 11,176            | 16,408            | 18,584                     | 20,921                           | 31,255                         | 31,255                         |
| 531.10-12             | Workers Compensation      | 71,452            | 51,191            | 26,560                     | 22,995                           | 23,087                         | 23,087                         |
| 531.10-20             | Earned Benefit            | 350               | 734               | 1,000                      | 1,000                            | 1,000                          | 1,000                          |
| 531.10-23             | Uniform Cleaning          | 2,717             | 2,312             | 2,421                      | 2,421                            | 2,421                          | 2,421                          |
| 531.10-27             | PTS Plan FICA Alternative | 764               | 806               | 780                        | 783                              | 783                            | 783                            |
| 531.10-33             | Core Allowance            | 113,412           | 124,898           | 128,072                    | 134,650                          | 154,896                        | 154,896                        |
| 531.10-35             | Post Employment Benefits  | 58,655            | 55,944            | 55,837                     | 52,279                           | 52,279                         | 52,279                         |
| Personnel Services    |                           | 733,660           | 766,550           | 764,801                    | 791,980                          | 867,746                        | 867,746                        |
| 532.11-00             | Utilities                 | 181,673           | 189,580           | 203,852                    | 212,006                          | 212,006                        | 212,006                        |
| 532.12-00             | Telephone                 | 5,316             | 5,677             | 5,680                      | 6,028                            | 6,028                          | 6,028                          |
| 532.17-00             | Professional Services     | 39,861            | 40,680            | 22,480                     | 27,200                           | 27,200                         | 27,200                         |
| 532.18-00             | Travel and Meetings       | 0                 | 0                 | 0                          | 500                              | 500                            | 500                            |
| 532.21-00             | Rents/Leases              | 1,709             | 2,034             | 1,512                      | 600                              | 600                            | 600                            |
| 532.23-00             | Vehicle Operations/Maint  | 21,616            | 15,816            | 21,684                     | 28,805                           | 28,805                         | 28,805                         |
| 532.24-00             | Memberships, Subscription | 3,543             | 1,165             | 1,165                      | 919                              | 919                            | 919                            |
| 532.25-00             | Maintenance Matls & Svcs  | 138,634           | 128,709           | 223,041                    | 231,041                          | 231,041                        | 231,041                        |
| 532.26-00             | Other Equipment O & M     | 3,263             | 0                 | 3,000                      | 3,120                            | 3,120                          | 3,120                          |
| 532.27-00             | Small Tools               | 438               | 299               | 520                        | 1,000                            | 1,000                          | 1,000                          |
| 532.28-00             | Safety Supplies           | 2,174             | 1,659             | 1,920                      | 3,165                            | 3,165                          | 3,165                          |
| 532.30-01             | Dept Share of Insurance   | 24,030            | 17,676            | 37,992                     | 49,738                           | 51,272                         | 51,272                         |
| 532.34-00             | Contingency Reserve       | 0                 | 0                 | 46,222                     | 41,489                           | 34,413                         | 34,413                         |
| 532.38-00             | Support Services          | 42,695            | 42,695            | 42,695                     | 42,695                           | 42,695                         | 42,695                         |
| Supplies and Services |                           | 464,952           | 445,990           | 611,763                    | 648,306                          | 642,764                        | 642,764                        |
| 534.91-01             | Adm Exp-City Manager      | 8,082             | 4,471             | 7,069                      | 5,984                            | 9,704                          | 9,704                          |
| 534.91-02             | Adm Exp-City Attorney     | 2,547             | 2,361             | 1,536                      | 1,603                            | 1,915                          | 1,915                          |
| 534.91-03             | Adm Exp-City Clerk        | 0                 | 7,953             | 4,422                      | 4,617                            | 4,970                          | 4,970                          |
| 534.91-09             | Adm Exp-Finance           | 19,519            | 20,402            | 25,218                     | 25,536                           | 27,668                         | 27,668                         |
| 534.91-10             | Adm Exp-Purchasing        | 2,687             | 2,604             | 2,997                      | 3,427                            | 3,688                          | 3,688                          |
| 534.91-16             | Adm Exp-City Council      | 1,859             | 2,005             | 2,829                      | 2,870                            | 3,091                          | 3,091                          |
| Administrative        |                           | 34,694            | 39,796            | 44,071                     | 44,037                           | 51,036                         | 51,036                         |
| 535.92-29             | Interdept DSC-Pub Works   | 20,772            | 21,055            | 20,825                     | 22,183                           | 21,932                         | 21,932                         |
| 535.92-72             | Interdept DSC-Supprt Sr   | 0                 | 0                 | 0                          | 3,195                            | 3,170                          | 3,170                          |
| Interdepartmental     |                           | 20,772            | 21,055            | 20,825                     | 25,378                           | 25,102                         | 25,102                         |
| 633.64-00             | Depreciation Expense      | 186,136           | 187,364           | 0                          | 0                                | 0                              | 0                              |
| Property              |                           | 186,136           | 187,364           | 0                          | 0                                | 0                              | 0                              |
| 637.65-00             | Capital Imp. Projects     | 4,887             | 0                 | 0                          | 0                                | 0                              | 0                              |
| Capital Outlay        |                           | 4,887             | 0                 | 0                          | 0                                | 0                              | 0                              |
| 706.71-01             | Principal-Bond Payment    | 0                 | 0                 | 350,565                    | 389,619                          | 389,619                        | 389,619                        |
| 706.72-01             | Interest Bond Payment     | 306,202           | 285,559           | 282,699                    | 266,352                          | 266,352                        | 266,352                        |
| Debt Services         |                           | 306,202           | 285,559           | 633,264                    | 655,971                          | 655,971                        | 655,971                        |



## BUDGET DETAIL EXPENSES

| 671-1119  | Facilities Maintenance Op |                   |                   |                            |                                  |                                |                                |
|-----------|---------------------------|-------------------|-------------------|----------------------------|----------------------------------|--------------------------------|--------------------------------|
| ACCT. NO. | ACCOUNT DESCRIPTION       | ACTUAL<br>2013-14 | ACTUAL<br>2014-15 | FINAL<br>BUDGET<br>2015-16 | DEPT. HEAD<br>REQUEST<br>2016-17 | CITY MGR.<br>RECOM.<br>2016-17 | COUNCIL<br>APPROVAL<br>2016-17 |
| 918.93-20 | Trsf-Downtown Maint (120) | 8,684             | 0                 | 0                          | 0                                | 0                              | 0                              |
| 918.93-43 | Trsf-Davenport Ranch(143) | 167               | 0                 | 0                          | 0                                | 0                              | 0                              |
| Other     |                           | 8,851             | 0                 | 0                          | 0                                | 0                              | 0                              |
| **        | Facilities Maintenance Op | 1,760,154         | 1,746,314         | 2,074,724                  | 2,165,672                        | 2,242,619                      | 2,242,619                      |

## **FACILITIES MAINTENANCE**

- 11-00 Utility cost at the Civic Center, Shannon Parcade, Transportation Center, and Merced Parking Garage
- 12-00 Includes alarm lines at the Civic Center, Transportation Center, Merced Center Parking Garage, as well as cellular and elevator phones
- 17-00 Landscape maintenance service at the Senior Center
- 21-00 Fire and intrusion alarm monitoring services @ the Transportation Center, Shannon Parcade, and Merced Center Parking Garage
- 25-00 Custodial supplies such as wax, floor cleaner, mops, paper towels, and hand soap. Elevator maintenance, fire alarm system testing, contract services for cleaning chairs and carpet, and Amtrak Station cleanup services.
- 93-20 Transfer of funds to Downtown Maintenance District to pay for Parcade's share of assessment

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