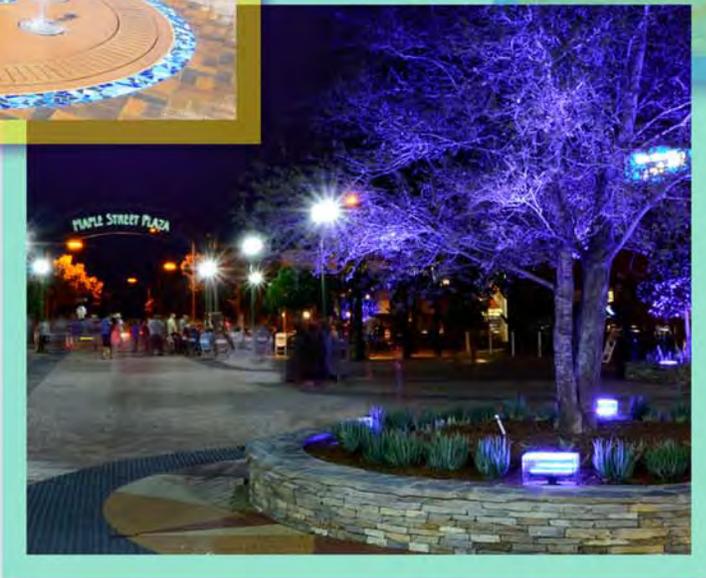


# City of Escondido

CALIFORNIA

## MAPLE STREET PLAZA



## ANNUAL OPERATING BUDGET

FISCAL YEARS 2013/14 & 2014/15





CITY OF ESCONDIDO • CALIFORNIA

# Annual Operating Budget



Fiscal Years  
2013/14 & 2014/15

MAYOR  
Sam Abed

CITY COUNCIL  
Olga Diaz, Deputy Mayor  
Michael Morasco  
John Masson  
Ed Gallo

CITY MANAGER  
Clay Phillips

ASSISTANT CITY MANAGER  
Charles Grimm

Prepared by the Finance Department



**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
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**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Guide to the Budget Document**

The first section of this document is the summary chart section. This section provides trend analysis and detail on operating revenues and expenditures.

The core of the budget document is the second section, which provides the detail on the departments' approved budgets. This section includes budget information for all funds, which require an annual budget per Council policy. This section is divided by fund type, beginning with the General Fund and continuing with Special Revenue, Enterprise and Internal Service Funds. Each fund within a fund type begins with a sources and uses page, which provides a description of and the estimated sources and uses for each fund. For each department, a department description, a four-year staffing and budget summary, a list of priorities and a short narrative explanation of year-to-year changes are provided.

The last section of the budget is the appendix, which consists of more detailed schedules on revenues and transfers. Also provided is a statistical sheet profiling the Escondido community and a budget glossary.

**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Budget Preparation Process**

The budget process gets underway around January each year when the City Manager and Finance staff meet to develop the assumptions, guidelines, and schedules to be used in the preparation of the operating budget.

The Finance Department issues a budget newsletter to each department, which includes information such as:

- The City's current fiscal situation: Current revenue constraints and economic or community conditions
- Council priorities for the upcoming year
- Changes affecting the cost of employee wages and benefits
- Instructions and due dates for completing budget submissions

The departments use this information to prepare their budget requests. The budget request generally consists of projected revenues, a line item detail of projected expenses, a position listing, a narrative justification, and priorities for the upcoming year. The budget staff analyzes and summarizes the requests submitted by the departments.

This year, budget information was brought to the full Council and discussion began on April 17<sup>th</sup>. A draft of the proposed fiscal year 2013-14 General Fund Operating budget was presented. It was a balanced budget with no use of reserves and included an increase to the General Fund of approximately \$5.5 million. At this meeting, Staff requested direction regarding budget subject matter to be discussed at future budget meetings.

On June 12<sup>th</sup>, certain adjustments to the preliminary budget document were requested and a summary of what is reflected within this budget document was provided. The fiscal year 2013-14 operating budget was adopted and the fiscal year 2014-15 operating budget will be reviewed at the mid-year review.

# Budget Message





CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Budget Message from the City Manager

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Honorable Mayor and City Council:

The “Great Recession” starting at the end of 2008 has had a significant impact on City services. Quick and decisive action by the City Council and Management to cut costs and “live within our means” has been a significant factor in reestablishing City services as quickly as possible. The goal was to cut expenses, but keep as many services as possible by being efficient and economical in providing basic service.

The City Council has been very clear that reestablishing City services, public safety, code enforcement and eradicating and controlling graffiti are the City Council’s priorities.

The 2013-14 Operating Budget represents the first full year of staffing Fire Station no. 6 and reopening City Hall on Fridays. These two actions were very high on the City Council’s priority list. The ongoing cost was significant and used up a majority of our increased revenue.

This budget document presents the fiscal year 2013-14 budget which you adopted on June 12, 2013 and a budget projection of the following year (fiscal year 2014-15) which we will monitor and refine in the coming year. The City Council also approved a Capital Improvement Budget on June 19, 2013 which emphasized an upgraded street pavement program and a continuation of water and wastewater projects.

The local economy will receive a boost from the opening of a Wal Mart store and a separate Wal Mart grocery store in the fall of 2013. The recently completed remodel of Westfield shopping mall and the possible additions of popular restaurants on the premises should also be of significant economic benefit to our revenues. It is our expectation that the downtown area will benefit from increased pedestrian traffic generated from an educational facility opening within the downtown.

We understand our challenges for the future include labor negotiations, increased retirement costs, medical costs and promoting economic development, but we believe we have positioned ourselves to deal with these issues. General Fund reserves have taken a hit due to the State ending our Redevelopment Agency, but our projection is that we will add to our current \$14.6 million in reserves and end the fiscal year with approximately \$17 million in reserves.

The adopted budget is the culmination of the diligent efforts of numerous people. Special appreciation goes to the Finance Department staff for their continued outstanding management of the City’s finances and the budget development process. I also want to acknowledge the Department Heads and City staff members who participated in the preparation of the budget. Finally, the City Council deserves recognition for their leadership on many critical budget issues and for the time they devoted to the budget process.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Clay Phillips".

Clay Phillips  
City Manager



**City of Escondido**  
**FY 2013-14 Operating Budget**  
**City Profile**

The City of Escondido is an established community with a population of 145,908 located in north San Diego County, approximately 30 miles north of the City of San Diego, California. Within the 37 square miles that comprise the city, there are many residential communities; the largest enclosed regional mall in San Diego County; a regional hospital; an auto center; various office, industrial, and commercial centers; a cultural center complex including a performing arts theater, a community theater, a museum and a conference center; and multiple parks and recreational facilities.

The City of Escondido was incorporated on October 8, 1888, under the general laws of the State of California. The City operates under a Council-Manager structure. The City Council is comprised of four Councilmembers and a Mayor elected to four-year terms. The City Treasurer is also elected to a four-year term. The City Council appoints a City Manager and City Attorney. The City provides the following services to residents: police and fire protection, water and sewer services, building safety regulation and inspection, circulation and public facility capital improvement construction, street and park maintenance, planning and zoning, a senior center, a library, and a full range of recreational programs for citizen participation.

Despite budget challenges, the City remains committed to making Escondido a better place in which to locate. Escondido continues to establish itself as the “City of Choice” for businesses, developments, and families who are seeking a quality environment in which to live, work and play.



CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Budget Summary

**FISCAL YEAR 2013-14 OPERATING BUDGET:**

The fiscal year 2013-14 operating budget for all funds totals \$174.2 million. The General Fund budget totals \$81.9 million, Enterprise funds total \$76.9 million and the remaining funds total \$15.4 million.

**GENERAL FUND**

The following 2013-14 General Fund sources and uses of funds is balanced without the use of reserves as follows:

**Sources of Funds:**

Estimated Revenue	\$ 80,694,915
Transfer from Gas Tax	2,055,000
Transfer from Ryan Trust-Library/Pioneer Room	44,800
Transfer from Hegyi Trust	2,000
Transfer from Wastewater	25,000
Deposit-PEG Fees	11,000
<b>Total Sources</b>	<b>\$82,832,715</b>

**Uses of Funds:**

General Fund Operating Budget	\$81,891,615
Transfer to Reidy Creek Debt Service	362,515
Transfer to Vehicle Parking District	76,800
Transfer to Recreation	121,785
Transfer to Successor Agency-Housing Fund	60,000
Advance Payback to Wastewater-Principal	210,000
Advance Payback to Public Facilities Fund-Principal	110,000
<b>Total Uses</b>	<b>\$82,832,715</b>

Available General Fund resources are anticipated to be \$82.8 million. Revenue is projected to be \$80.7 million with the balance of funding comprised of \$2.1 million in transfers from other funds and amounts on deposit from PEG fees.

Proposed obligations for FY 2013-14 are \$82.8 million. This consists of an operating budget of \$81.9 million and \$.6 million in transfers to other operating funds. Also included are advance repayments. The Wastewater Fund advanced \$4.2 million to the General Fund in December, 2010 to go towards the purchase of property. This property was acquired in order to relocate the Community Services Divisions previously located at the Public Works Yard. Repayment of this advance began on June 30, 2011. The principal portion of the repayment amount due during fiscal year 2013-14 is \$210,000. The Public Facilities Fund advanced \$550,000 to the General Fund in January, 2012 to fund the reconstruction of Fire Station #4. Repayment of this advance began on June 30, 2012. The principal portion of the repayment amount due during fiscal year 2013-14 is \$110,000.

Once again, the operating budget is balanced without the use of reserves for fiscal year 2013-14.

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Budget Summary**

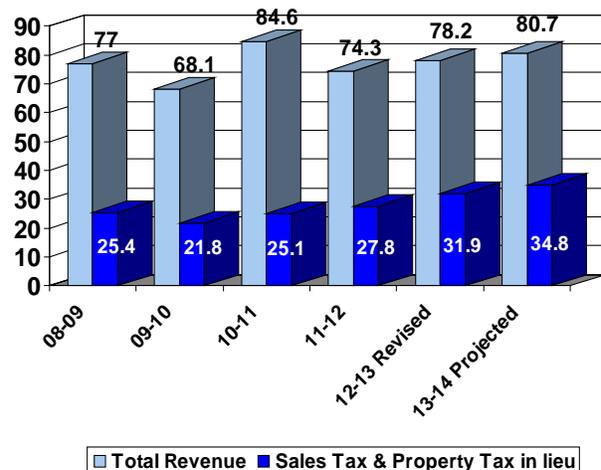
The proposed FY 2013-14 General Fund Operating Budget projects an increase to revenue of \$2.4 million or 3%. The General Fund revenue projection and prior year comparison is as follows:

	<u>2012-13 Revised</u>	<u>2013-14 Projected</u>	<u>% Change</u>
Sales Tax	\$24,400,000	\$26,352,000	8.0
Property Tax in lieu of Sales Tax	7,477,895	8,489,500	13.5
Property Tax	9,968,000	10,272,000	3.0
Property Tax in lieu of VLF	10,428,000	10,532,000	1.0
Other Taxes	9,792,000	9,722,000	-.7
Permits and Licenses	934,000	934,000	0.0
Fines and Forfeits	1,526,000	1,416,500	-7.2
Intergovernmental	2,660,449	2,527,500	-5.0
Charges for Services	6,112,000	6,178,500	1.1
Interest Earnings	450,000	450,000	0.0
Other	3,178,437	3,285,500	3.4
One-time Revenue	1,242,500	535,415	-56.9
<b>TOTAL</b>	<b>\$78,169,281</b>	<b>\$80,694,915</b>	<b>3.2</b>

The following is an overview of the assumptions made for General Fund sources of revenue:

- Sales tax receipts are estimated to grow by 8% to reach projected sales tax revenue of \$26.4 million. While aggressive this amount seems warranted as annual sales tax receipts for the past two years have grown by double digits of between 11% and 13%.
- Property tax in lieu of sales tax is projected to increase by 13.5% or about \$1 million to reach projected revenue of \$8.5 million. Of this projected increase \$.7 million of this amount represents a true-up from the State for the prior year underpayment of in lieu sales tax with the remaining \$.3 million representing projected growth in revenue of 4%.
- Property taxes are projected to increase by 3% to reach projected revenue of \$10.3 million. This projected increase is due to improvements in the residential real estate market and a positive County Assessor's applied CPI factor of 2%. All real property not reduced by Proposition 8 will receive the 2% CPI adjustment to assessed value. Those properties that

**REVENUE TREND  
(In Millions)**



**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Budget Summary**

received Proposition 8 temporary reductions in prior years are required to be reviewed by the County Assessor outside of the CPI adjustment factor. Because the median sales price for homes sold in Escondido is up 9% compared to the same time a year ago, our assumption is that this positive growth will be applied by the County Auditor to the lost value of the properties in the Proposition 8 pool.

- Property tax in lieu of VLF is estimated to increase by 1% to reach projected revenue of \$10.5 million. Growth in this revenue is based on the change in assessed value of taxable property in the city from the prior year.
- The other taxes category includes franchise fees, TOT, business license fees, property transfer tax and the Redevelopment Property Tax Trust Fund (RPTTF). Other taxes are projected to decrease by .7% to reach projected revenue of \$9.7

million. This decrease is mainly due to a decline in the tax sharing payment received from RPTTF. All other taxes in this category are projected at 0% to 2% growth.

- Permits and licenses that are collected for building, plumbing, electrical, mechanical, fire code and mobile-home permits are projected to remain flat to reach revenue of \$.9 million.

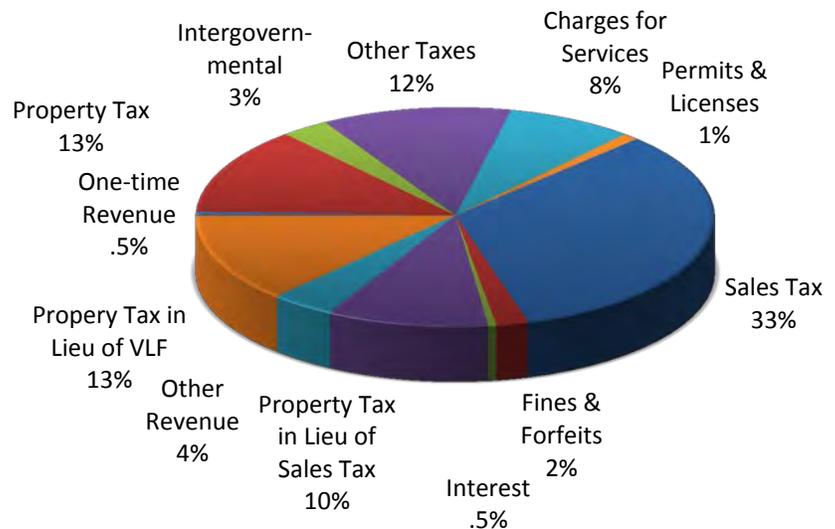
- Fines and forfeitures are projected to decrease by 7% to reach projected revenue of \$1.4 million. This decrease is mainly due to declines in parking ticket and vehicle code fines.

- Intergovernmental revenue includes the Rincon fire services agreement, state mandated cost claims and various grants and is projected to decrease by 5% to reach projected revenue of \$2.5 million. The primary reason for this decrease is delays in payments from the State on mandated cost claims.

- Charges for services are projected to increase by about 1% to reach projected revenue of \$6.2 million. This increase is due to an increase in estimated revenue from conservation credits of about \$100,000 which is offset by a decrease in the reimbursement from the School District's for the School Resource Officer.

- Investment Income is projected to remain unchanged at \$.4 million.

## REVENUE COMPOSITION



**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Budget Summary**

- The Other Income category includes income from City owned property, contributions to the City, NSF check charges, damages to City property, mobile home fees, reimbursements from outside agencies and other miscellaneous revenue. This revenue is projected to increase by 3.4% to reach \$3.3 million. This increase is due to rental income from the Quince Street property. This property was transferred back to the General Fund in May 2013 due to a ruling made by the California Department of Finance on the due diligence review of former Redevelopment funds.
- One-time revenue includes residual payments received from RPTTF and due diligence reviews along with a refund from the County of San Diego for prior years' property tax allocation fees. This revenue is projected to decrease significantly to reach estimated revenue of \$.5 million. This is because the refund of the property tax allocation fee of \$.7 million will only occur in FY 2012-13. In addition, residual payments are projected to decrease as the FY 2012-13 amount includes residual payments from due diligence reviews in addition to the residual payments from RPTTF distributions.

A comparison of the proposed 2013-14 General Fund Operating Budget with the prior year is shown below:

	<u>2012-13 Revised</u>	<u>2013-14 Projected</u>	<u>% Change</u>
General Government	\$ 4,830,030	\$ 5,058,865	4.7
Community Services	4,143,195	4,399,600	6.2
Community Development	3,067,475	3,161,655	3.1
Public Works	9,716,145	9,693,670	-0.2
Recycling & Waste Reduction	681,120	636,625	-6.5
Police	34,155,925	35,307,675	3.4
Fire	18,398,480	20,312,690	10.4
Non-Departmental	1,893,240	1,457,805	-23.0
Funding to Outside Agencies	<u>144,050</u>	<u>1,863,030</u>	<u>1,193.3</u>
<b>TOTAL</b>	<b>\$ 77,029,660</b>	<b>\$ 81,891,615</b>	<b>6.3</b>

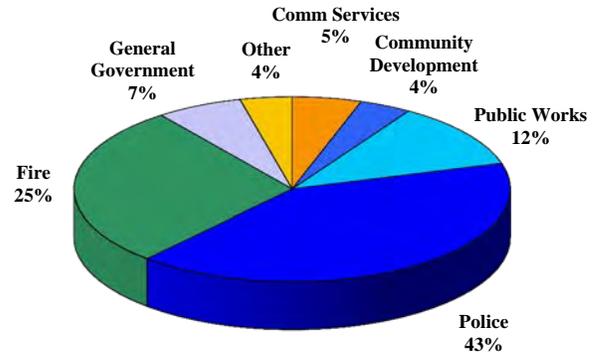
The following has been incorporated within the General Fund budget:

- The Fire department added three safety positions to staff the Seventh Engine Company and twenty-four non-safety positions to staff additional ambulances during mid-year 2012-13.
- Three other positions were also added to the following departments: City Manager, Finance and Planning.

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Budget Summary**

- The Center for the Arts department was reclassified from a Special Revenue Fund to a department within the General Fund. The management fee is projected to be \$700,970, which is the same as fiscal year 2012-13. There are projected increases in utilities and office automation internal service charges within this department. In addition, an amount for a SDG&E energy projects loan has been added.

**2013-14 BUDGET  
(% OF GENERAL FUND)**



- Approximately \$2 million was added to the General Fund operating budget for negotiated union contracts. This budget does not provide funds for union contracts that expire within this proposed budget period.

**OTHER FUNDS**

Information regarding proposed budgets for some of the other funds is summarized below. The detail for other funds begins on page 137.

**Building Maintenance:**

Increases to this operating budget include the addition of a Deputy Director position and an increase in safety facility utilities of \$120,000. This fund is not proposing any increases in charges to the General Fund. It is projected that \$364,000 of reserves will need to be used in order to balance this budget.

**Warehouse:**

Approximately \$90,000 of reserves is requested to be used to replace a forklift.

**Fleet:**

This fund is proposing no increases in charges to the General Fund. Significant increases included in this budget are \$450,000 for gas, oil, lubricants and fuel, \$200,000 lease payment for a Fire ladder truck, \$140,000 for a new fueling system and approximately \$90,000 for vehicle replacements. If these increases are approved, \$931,000 of reserves will need to be used in order to balance this budget.

**Telecommunications:**

This fund is proposing to use \$400,000 in reserves for voice/data hardware and network backbone upgrades.

**Workers' Comp:**

Benefits paid and medical services costs have increased by approximately \$418,000. This fund is proposing a \$600,000 decrease in charges to departments and a use of reserves of \$1.8 million.

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Budget Summary**

General Liability:

The proposed operating budget for this fund is fairly consistent with prior year. It is requested that \$625,000 of reserves be used to offset expenditures.

Benefits Administration:

This fund projects an increase in insurance premiums of approximately \$250,000.

Property Insurance:

It is proposed that reserves be used to cover an \$80,000 projected increase in insurance premiums.

Dental Insurance:

There is no change to the bottom line of this operating budget. Similar to last year, it is balanced with the use of approximately \$166,000 in reserves.

Unemployment Insurance:

It is projected that claims will decrease by \$60,000. This budget is balanced with a use of reserves of \$89,000 and a decrease in charges to departments of \$90,000.

Recreation:

This fund has decreased its' operating budget by \$82,000 and includes the elimination of two grant funded positions. There are no available reserves in this fund. In order to balance this budget, a transfer from the General Fund of \$121,785 is proposed.

CDBG:

Grant funding is 7% more than the prior year resulting in an increase in CDBG Capital Projects.

Landscape Maintenance District:

The bottom line of this operating budget is fairly consistent with prior year. It is proposed that it be balanced with a use of reserves of \$98,000.

Successor Agency-Housing:

Proposed changes to this fund include the addition of a Principal Planner position transferred from the capital improvement program and an \$ 80,000 increase in allocations out to the HOME fund and \$97,000 allocation out to the capital improvement program. The \$ 695,000 ERAF repayment that was anticipated to be received by this fund during 2013-14 has been disallowed by the State Department of Finance causing a significant decrease in housing programs and future development.

HOME Program:

This fund is balanced with a use of reserves of approximately \$2 million due to the 1997 Terraces loan repayment that was received during 2012-13 that will be used for program costs during 2013-14.

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Budget Summary**

Water:

This fund projects an approximately \$5 million increase in the cost of purchased water to be offset by an increase in water rates.

Wastewater:

Professional service contracts are proposed to increase by over \$1 million for the benthic study, ocean monitoring and municipal separate storm sewer (MS4) maintenance. In addition, this fund is proposing a reorganization of staff. Five full-time positions are requested to be added to this fund.

**GANN LIMIT**

Proposition 4 was passed in November 1979. This proposition created a limit on the amount of revenue derived from tax proceeds that could be spent in a given year. This limit, known as the "Gann Limit," was preventing many cities, as well as the state, from spending taxes that were received over this limit. Proposition 111, passed in the June 1990 election, changed the basis for the calculation of the City's limit, starting with the limit for 1991-92. The factors that can now be used give the City a significant margin. The Gann Limit will not be a concern for many years to come.

The Gann limit for the past two years and the current limit with applicable appropriations subject to that limit are as follows:

<u>Year</u>	<u>Limit</u>	<u>Appropriations Subject to Limit</u>	<u>Appropriations Margin</u>
2011-12	\$440,224,437	\$56,855,594	\$383,368,843
2012-13	562,549,601	60,004,590	502,545,011
2013-14	596,083,183	65,416,880	530,666,303

Under State law, as outlined in Article XIII-B of the state constitution, the City must calculate an appropriations limit and adopt it through resolution for the forthcoming fiscal year. The limit was previously based on a combination of the increase in population and the lesser of the increase in California personal income or the Consumer Price Index. With the passage of Proposition 111, the City can choose between the growth in the California Per Capita Income or the growth in the non-residential assessed valuation due to new construction in the city. We can also choose between the population growth of the city or the county. These options start with the 1986-87 limitation. The growth in non-residential assessed valuation is not yet known for 2013-14, so the Per Capita Personal Income Factor was used. The limit will be adjusted when the final numbers are known. The limits for prior years have been finalized.

**CONCLUSION**

Once again, the budget presented to the City Council has been balanced without the use of reserves based on the assumption that we will continue to experience economic growth in

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Budget Summary**

fiscal years 2013-14 and 2014-15. Staff will continue to monitor the economic conditions and report back to the City Council on an on going basis for further discussion and possible adjustments may be made.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gilbert Rojas". The signature is written in a cursive style with a large, stylized initial "G".

GILBERT ROJAS  
Director of Finance



CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Accounting System and Budgetary Control

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Governmental fund types and Agency funds are maintained on the modified accrual basis and Proprietary fund types are maintained on the accrual basis of accounting.

A carefully designed system of internal accounting controls has been implemented. These controls are designed to provide a reasonable assurance against loss of assets from unauthorized use or disposition and the reliability of financial records for use in the preparation of financial statements and accountability for assets. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits and that the evaluation of costs and benefits likely to be derived there of require estimates and judgments by management. This system is regularly reviewed by an independent, certified public accountant during the City's annual audit.

The budgetary policy of the City is as follows:

1. Prepare budgets for general, special revenue, enterprise, internal service, and debt service funds.
2. Adopt budgets that are balanced as to resources and appropriations.
3. Adopt budgets that do not exceed State constitutional limits.
4. Adopt budgets prior to the beginning of the fiscal year in which they are to take effect.
5. Exercise budget controls at the fund level.
6. Allow adjustments to the budget with the proper approvals.
7. Adopt budgets by City resolution.
8. Utilize encumbrances of appropriations as a budgetary control technique.

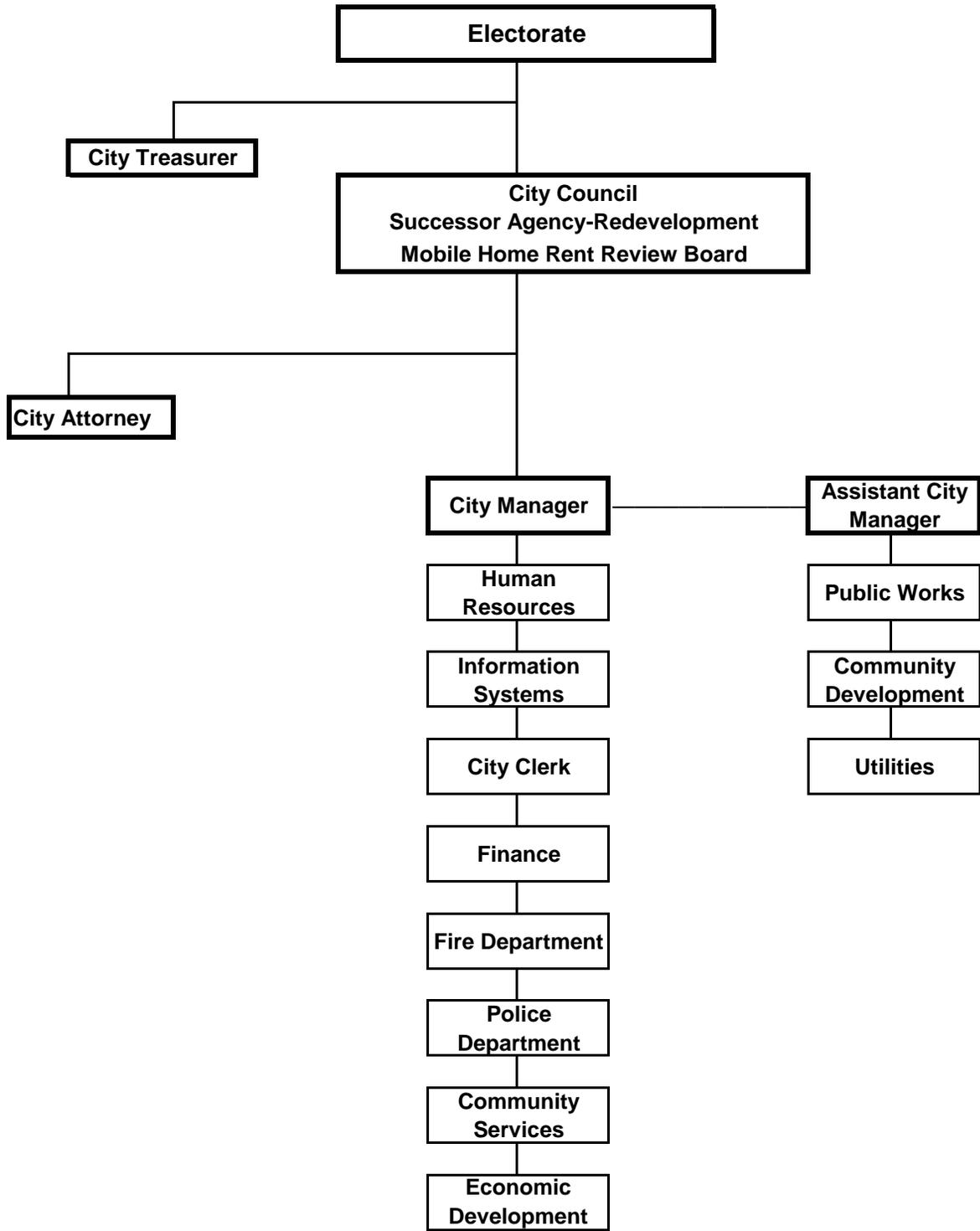
The officials that have direct responsibility for the financial administration of the City include the following: the City Treasurer, responsible for investing the City's portfolio and bond administration; the Director of Finance, responsible for the management and administration of the Finance Department; and the Finance Manager who supervises the City's Accounting and Budget operations.



# Summary Charts



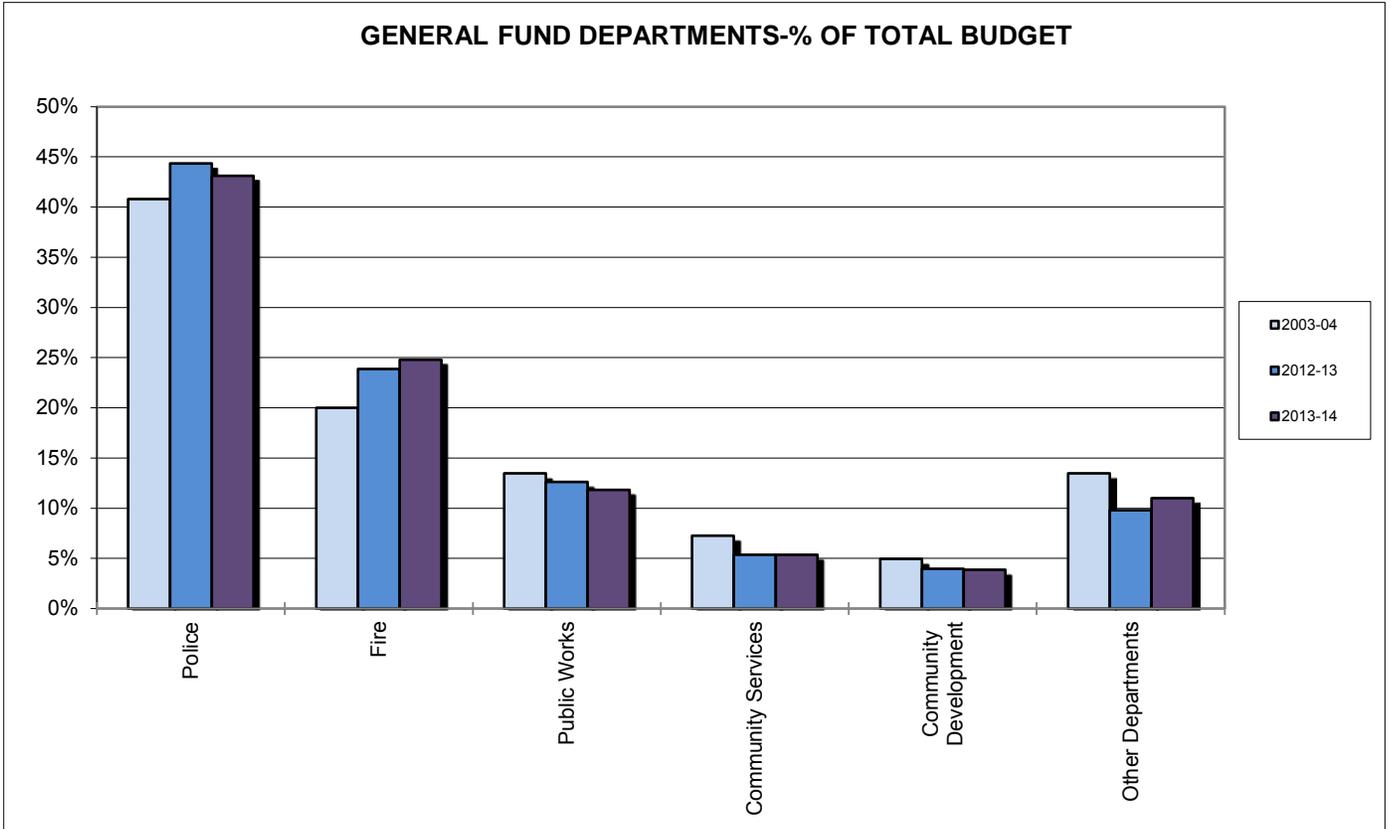
CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Organization Chart



**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Expenditure Summary-All Funds**

<b>DEPARTMENT/FUND</b>	<b>2011-12 REVISED</b>	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>	<b>12-13 REV/ 13-14 BUDGET % Change</b>
City Council	\$273,305	\$291,625	\$302,215	3.6
City Manager/Video Services	891,985	927,045	1,023,835	10.4
City Attorney	158,270	178,710	178,710	0.0
City Clerk	482,140	480,725	478,595	-0.4
City Treasurer	288,440	302,240	287,270	-5.0
Finance	1,070,355	1,129,395	1,208,225	7.0
Human Resources/Risk Mgmt	453,600	526,250	536,130	1.9
Information Systems	916,885	994,040	1,043,885	5.0
Community Services	11,453,140	4,143,195	4,399,600	6.2
Community Development	2,845,245	3,067,475	3,161,655	3.1
Public Works	1,881,600	9,716,145	9,693,670	-0.2
Recycling & Waste Reduction	648,110	681,120	636,625	-6.5
Police	32,873,545	34,155,925	35,307,675	3.4
Fire/Emergency Management	17,260,895	18,398,480	20,312,690	10.4
Nondepartmental	1,681,845	1,893,240	1,457,805	-23.0
Community Relations/Center for the Arts	144,050	144,050	1,863,030	1193.3
<b>TOTAL, GENERAL FUND</b>	<b>73,323,410</b>	<b>77,029,660</b>	<b>81,891,615</b>	<b>6.3</b>
Center for the Arts	1,159,630	1,590,235	0	-100.0
Vehicle Parking District	79,080	77,495	77,000	-0.6
Community Services/Administration	329,270	385,415	485,490	26.0
Community Services/Recreation	3,373,865	3,656,500	3,422,975	-6.4
Reidy Creek Golf Course	648,910	639,775	632,670	-1.1
CDBG Administration	297,070	252,275	282,815	12.1
Landscape Maintenance Districts	845,115	870,830	907,275	4.2
Housing/Successor Agency-Housing	1,170,830	594,955	440,675	-25.9
Mobilehome Management	32,675	139,055	184,340	32.6
HOME (Federal)	102,785	63,205	186,605	195.2
Successor Agency-Redevelopment	0	291,000	0	-100.0
<b>TOTAL, SPECIAL REVENUE FUNDS</b>	<b>8,039,230</b>	<b>8,560,740</b>	<b>6,619,845</b>	<b>-22.7</b>
<b>SUCCESSOR AGENCY-REDEV</b>	<b>0</b>	<b>0</b>	<b>2,504,735</b>	<b>N/A</b>
<b>DEBT SERVICE FUNDS</b>	<b>26,268,515</b>	<b>17,224,850</b>	<b>6,237,130</b>	<b>-63.8</b>
Water/Canal/Lakes	45,210,820	46,624,180	52,077,675	11.7
Wastewater/Recycled Water/Stormwater	20,865,885	22,979,665	24,867,880	8.2
<b>TOTAL, ENTERPRISE FUNDS</b>	<b>66,076,705</b>	<b>69,603,845</b>	<b>76,945,555</b>	<b>10.5</b>
<b>TOTAL, OPERATING FUNDS</b>	<b>173,707,860</b>	<b>172,419,095</b>	<b>174,198,880</b>	<b>1.0</b>
<b>TOTAL, CAPITAL FUNDS</b>	<b>14,340,213</b>	<b>17,408,820</b>	<b>16,070,500</b>	<b>-7.7</b>
<b>GRAND TOTAL, ALL FUNDS</b>	<b>\$188,048,073</b>	<b>\$189,827,915</b>	<b>\$190,269,380</b>	<b>0.2</b>
<b>INTERNAL SERVICE FUNDS</b> (included in operating budgets)	<b>\$27,571,955</b>	<b>\$28,774,170</b>	<b>\$30,871,305</b>	<b>7.3</b>

**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Budget Comparison - General Fund**  
**Fiscal Years 2003-04/2013-14**

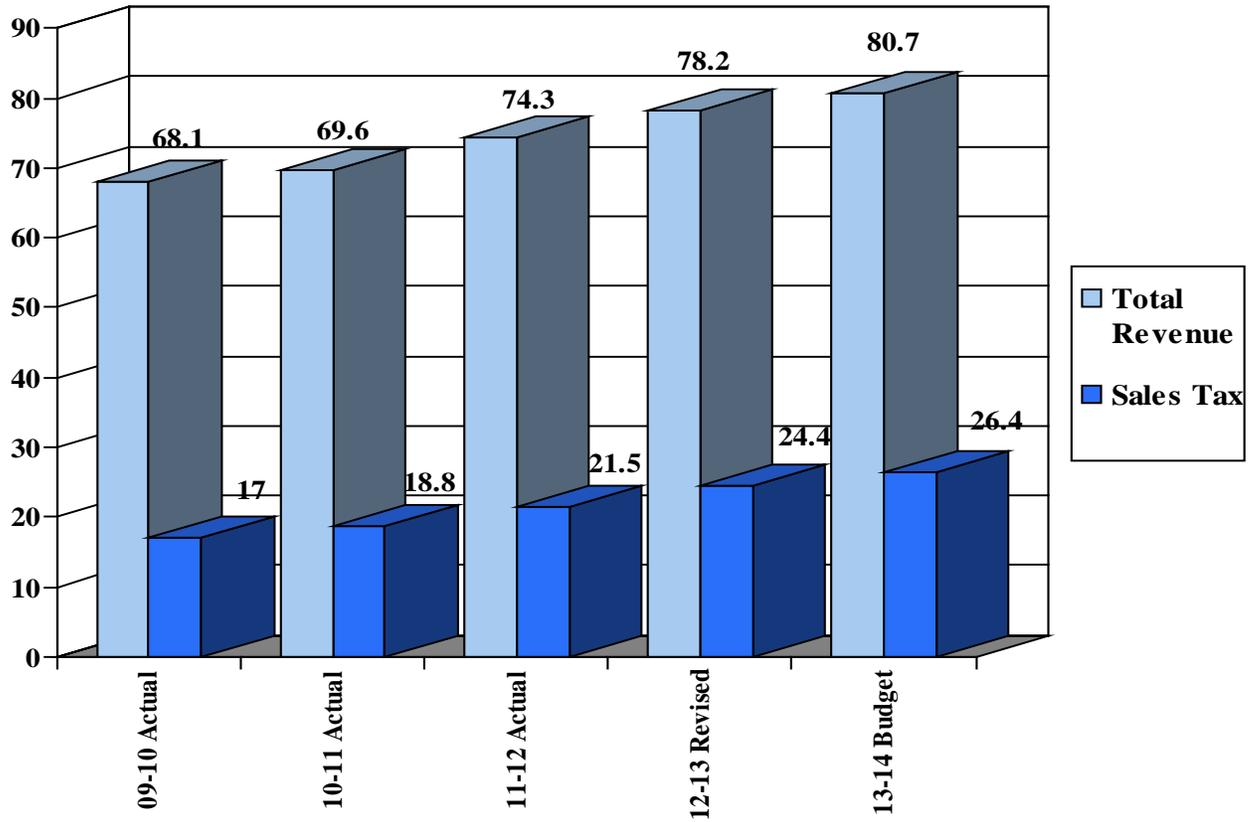


**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Revenue Comparison-General Fund**

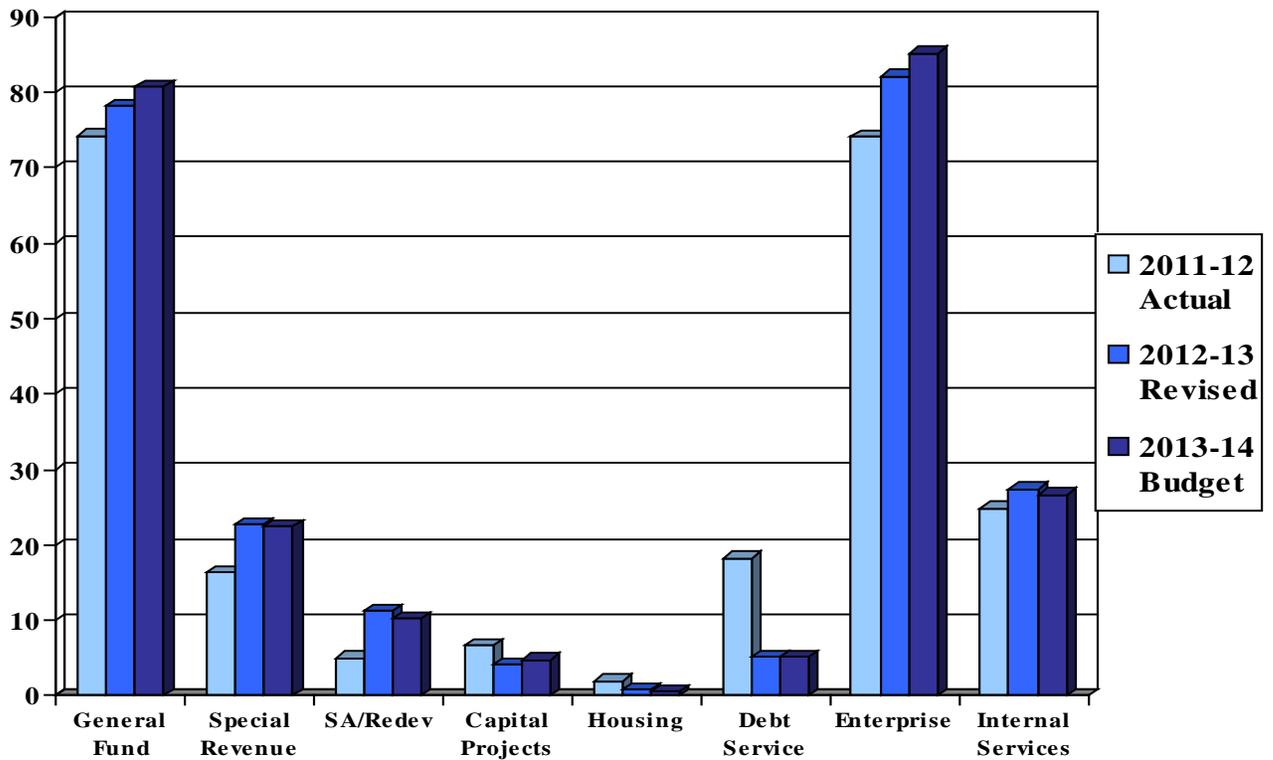
	2010-11 ACTUAL	2011-12 ACTUAL	2012-13 REVISED	2013-14 BUDGET	13-14 BUDGET/ 2012-13 REV % Change
<b>SALES TAX</b>	<b>\$19,270,884</b>	<b>\$21,452,896</b>	<b>\$24,400,000</b>	<b>\$26,352,000</b>	<b>8.0</b>
Property Tax	9,802,649	9,937,052	9,968,000	10,272,000	3.0
Property Transfer	365,589	318,924	378,000	386,000	2.1
Franchise Fees	4,691,807	5,430,083	5,549,000	5,553,000	0.1
Transient Occupancy Tax	1,025,120	1,203,157	1,181,000	1,205,000	2.0
Transfer Station Fee	663,096	662,076	685,000	685,000	0.0
Business Licenses	1,438,041	1,475,163	1,622,000	1,622,000	0.0
Property Tax in Lieu of Sales Tax	5,876,598	6,301,032	7,477,895	8,489,500	13.5
Property Tax in Lieu of VLF	10,309,516	10,396,854	10,428,000	10,532,000	1.0
RPTTF Residual Payment	0	1,590,350	509,000	535,415	5.2
CDC Tax Sharing Payment	252,341	196,112	298,000	202,000	-32.2
Penalties	4,008	2,464	8,000	8,000	0.0
Other Incentive Fees	78,533	66,206	71,000	61,000	-14.1
<b>OTHER TAXES</b>	<b>34,507,298</b>	<b>37,579,473</b>	<b>38,174,895</b>	<b>39,550,915</b>	<b>3.6</b>
<b>PERMITS AND LICENSES</b>	<b>1,156,228</b>	<b>821,380</b>	<b>934,000</b>	<b>934,000</b>	<b>0.0</b>
<b>FINES AND FORFEITURES</b>	<b>1,895,447</b>	<b>1,640,528</b>	<b>1,526,000</b>	<b>1,416,500</b>	<b>-7.2</b>
Vehicle in Lieu Fees	477,958	377,421	75,000	0	-100.0
Rincon Fire Agreement	1,564,296	1,899,336	1,900,000	1,900,000	0.0
Grants	778,630	736,511	685,449	627,500	-8.5
<b>INTERGOVERNMENTAL</b>	<b>2,820,884</b>	<b>3,013,268</b>	<b>2,660,449</b>	<b>2,527,500</b>	<b>-5.0</b>
Planning Charges	252,198	171,216	232,000	232,000	0.0
Building Plan Check	155,774	159,514	173,000	173,000	0.0
Engineering Fees	327,404	342,105	308,000	308,000	0.0
Police Services	534,186	549,713	414,000	380,500	-8.1
Paramedic	3,587,744	3,492,343	3,700,000	3,700,000	0.0
Other Services	427,432	658,769	1,190,000	1,290,000	8.4
Community Services	100,336	99,314	95,000	95,000	0.0
OASIS Program	102,275	0	0	0	0.0
<b>CHARGES FOR SERVICES</b>	<b>5,487,349</b>	<b>5,472,974</b>	<b>6,112,000</b>	<b>6,178,500</b>	<b>1.1</b>
Interest Earnings	560,458	467,769	450,000	450,000	0.0
Redevelopment Interest	15,088,154	0	0	0	0.0
<b>INTEREST</b>	<b>15,648,612</b>	<b>467,769</b>	<b>450,000</b>	<b>450,000</b>	<b>0.0</b>
Leased Property	3,352,268	3,409,372	2,837,000	2,944,000	3.8
Other Revenue	425,845	417,254	1,033,937	300,500	-70.9
Mobilehome Fee	40,724	44,529	41,000	41,000	0.0
<b>OTHER</b>	<b>3,818,837</b>	<b>3,871,155</b>	<b>3,911,937</b>	<b>3,285,500</b>	<b>-16.0</b>
<b>TOTAL, GENERAL FUND</b>	<b>\$84,605,539</b>	<b>\$74,319,443</b>	<b>\$78,169,281</b>	<b>\$80,694,915</b>	<b>3.2</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Revenue Charts**

**General Fund Revenue Trend**



**Revenue Trend-All Funds**



**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Account Comparison-General Fund**

Account Description	2011-12	2012-13	2012-13	2013-14	13-14 BUDGET/ 12-13 REV
	REVISED	BUDGET	REVISED	BUDGET	% Change
Permanent Salaries	\$37,734,860	\$39,603,485	\$39,647,245	\$42,148,915	6.3
Regular Part-Time	218,815	189,075	189,075	210,550	11.4
Temporary Part-Time	1,698,475	1,850,450	1,809,930	1,863,835	3.0
Overtime	3,567,120	3,651,795	3,685,630	3,851,890	4.5
Employee Overhead	20,138,795	20,284,955	20,918,020	21,885,330	4.6
Flexible Benefits	636,965	649,660	662,330	676,605	2.2
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>63,995,030</b>	<b>66,229,420</b>	<b>66,912,230</b>	<b>70,637,125</b>	<b>5.6</b>
Office/Operating Supplies	1,236,825	1,259,725	1,270,225	1,474,705	16.1
Safety Equipment	388,580	418,715	513,715	470,065	-8.5
Prevention Supplies	11,500	11,500	11,500	11,500	0.0
Maintenance of Equipment	330,090	326,930	326,930	387,790	18.6
Professional Services/Contracts	4,986,035	5,162,195	5,214,630	5,592,860	7.3
Permits	0	4,250	4,250	4,650	9.4
Prevention Services	6,945	6,945	6,945	6,945	0.0
Other Mail	169,200	167,900	167,900	167,900	0.0
Training and Meetings	67,065	127,645	127,645	137,495	7.7
Mileage Reimbursement	7,050	7,050	7,050	7,450	5.7
Dues and Subscriptions	121,250	122,995	122,995	127,330	3.5
Auto Allowance	129,900	129,900	132,450	135,000	1.9
Other Duplicating	4,050	4,400	4,400	4,700	6.8
Advertising and Printing	76,775	77,625	77,625	77,500	-0.2
Utilities	1,683,965	1,676,660	1,683,270	2,183,635	29.7
Water	42,300	61,000	61,740	53,225	-13.8
Other Telephone	177,460	201,690	203,440	236,180	16.1
Rent	315,165	253,165	253,165	238,445	-5.8
Tuition	59,170	70,070	70,070	70,070	0.0
Other Expense	657,995	930,795	933,295	670,380	-28.2
Software	527,090	504,480	504,480	505,185	0.1
Minor Office Equipment	65,355	75,805	103,260	190,180	84.2
Interest Expense	88,000	99,615	99,615	71,715	-28.0
Loan Principal Expense	0	0	0	23,175	N/A
<b>TOTAL, MAINTENANCE &amp; OPERATIONS</b>	<b>11,151,765</b>	<b>11,701,055</b>	<b>11,900,595</b>	<b>12,848,080</b>	<b>8.0</b>
Building Repairs/Maintenance	2,072,245	2,073,230	2,073,230	2,527,380	21.9
Motive Equipment Expense	3,859,700	3,860,440	3,860,440	3,860,440	0.0
Duplicating Center	274,295	277,625	277,625	287,365	3.5
Telephone	372,760	365,360	365,360	384,880	5.3
Radio Communications	285,065	292,960	292,960	295,340	0.8
Mail Services	138,980	138,980	138,980	142,565	2.6
Office Automation	1,023,290	1,024,255	1,024,255	1,172,360	14.5
Insurance	1,515,405	1,508,685	1,508,685	1,565,700	3.8
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>9,541,740</b>	<b>9,541,535</b>	<b>9,541,535</b>	<b>10,236,030</b>	<b>7.3</b>
Office Equipment	0	12,000	12,000	0	-100.0
Computer Equipment	0	12,000	12,000	0	-100.0
Motive Equipment	0	0	165,000	0	-100.0
Other Capital Outlay	34,000	11,500	13,500	7,035	-47.9
<b>TOTAL, CAPITAL OUTLAY</b>	<b>34,000</b>	<b>35,500</b>	<b>202,500</b>	<b>7,035</b>	<b>-96.5</b>
<b>SUBTOTAL, GENERAL FUND</b>	<b>84,722,535</b>	<b>87,507,510</b>	<b>88,556,860</b>	<b>93,728,270</b>	<b>5.8</b>
Allocations In	135,570	126,060	109,180	122,515	12.2
Allocations Out	(11,534,695)	(11,596,475)	(11,636,380)	(11,959,170)	2.8
<b>TOTAL, GENERAL FUND</b>	<b>\$73,323,410</b>	<b>\$76,037,095</b>	<b>\$77,029,660</b>	<b>\$81,891,615</b>	<b>6.3</b>

**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Authorized Positions**

	2011-12 ACTUAL	2012-13 BUDGET	2012-13 REVISED	2013-14 BUDGET
<b>General Government</b>				
Full-time	31	31	32	34
Part-time FTE	1	1	1	1
Temporary Part-time FTE	5.4	5.4	5.4	4.1
<b>Total FTE</b>	<b>37.4</b>	<b>37.4</b>	<b>38.4</b>	<b>39.1</b>
<b>Finance</b>				
Full-time	26	26	26	27
Temporary Part-time FTE	1.2	1.2	1.2	1.2
<b>Total FTE</b>	<b>27.2</b>	<b>27.2</b>	<b>27.2</b>	<b>28.2</b>
<b>Human Resources/Risk Management</b>				
Full-time	9	9	9	8
Part-time FTE	0.8	0.8	0.8	0.8
Temporary Part-time FTE	0	0	0	1.6
<b>Total FTE</b>	<b>9.8</b>	<b>9.8</b>	<b>9.8</b>	<b>10.4</b>
<b>Information Systems</b>				
Full-time	12	12	12	13
<b>Community Services</b>				
Full-time	26	27	27	27
Part-time FTE	1.4	0.8	0.8	0.8
Temporary Part-time FTE	21.2	22.3	22.3	22.6
<b>Total FTE</b>	<b>48.6</b>	<b>50.1</b>	<b>50.1</b>	<b>50.4</b>
<b>Community Development</b>				
Full-time	26	27	27	28
Part-time FTE	0.5	0.5	0.5	0.5
Temporary Part-time FTE	10.8	10.8	10.8	10.8
<b>Total FTE</b>	<b>37.3</b>	<b>38.3</b>	<b>38.3</b>	<b>39.3</b>
<b>Public Works</b>				
Full-time	78	78	79	79
Temporary Part-time FTE	19.5	23.4	21.3	24.8
<b>Total FTE</b>	<b>97.5</b>	<b>101.4</b>	<b>100.3</b>	<b>103.8</b>
<b>Recycling/Waste Reduction</b>				
Full-time	2	2	2	2
Temporary Part-time FTE	1.9	2.6	2.6	2.8
<b>Total FTE</b>	<b>3.9</b>	<b>4.6</b>	<b>4.6</b>	<b>4.8</b>
<b>Police</b>				
Full-time	228	228	228	227
Part-time FTE	1.5	1.5	1.5	1.5
Temporary Part-time FTE	20.6	18.3	18.3	19.2
Frozen Positions	-14	-13	-13	-13
<b>Total FTE</b>	<b>236.1</b>	<b>234.8</b>	<b>234.8</b>	<b>234.7</b>

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**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Authorized Positions**

	2011-12 ACTUAL	2012-13 BUDGET	2012-13 REVISED	2013-14 BUDGET
<b>Fire/Emergency Management</b>				
Full-time	96	96	123	124
Temporary Part-time FTE	8.6	8.5	8.5	6.3
<b>Total FTE</b>	<b>104.6</b>	<b>104.5</b>	<b>131.5</b>	<b>130.3</b>
<b>Total Full-time Positions</b>				
	534	536	565	569
<b>Total Part-time FTE Positions</b>				
	5.2	4.6	4.6	4.6
<b>Total Temporary Part-time FTE</b>				
	89.2	92.5	90.4	93.4
<b>Total Frozen Positions</b>				
	-14	-13	-14	-13
<b>Total General Fund FTE Positions</b>	<b>614.4</b>	<b>620.1</b>	<b>646</b>	<b>654</b>
<b>Community Services/ Admin &amp; Recreation</b>				
Full-time	11	11	11	12
Grant Funded	2	4	4	2
Part-time FTE	3.2	3.2	3	3
Temporary Part-time FTE	60.2	58.8	58.8	60
<b>Total FTE</b>	<b>76.4</b>	<b>77</b>	<b>76.8</b>	<b>77</b>
<b>CDBG/Housing/Mobilehome/Home</b>				
Full-time	11	8	8	8
Temporary Part-time FTE	3.1	2.6	2.6	1.1
<b>Total FTE</b>	<b>14.1</b>	<b>10.6</b>	<b>10.6</b>	<b>9.1</b>
<b>Water Operations</b>				
Full-time	76	77	77	75
Contract/Grant Funded	5	5	5	5
Temporary Part-time FTE	30.5	29.4	29.4	30.5
<b>Total FTE</b>	<b>111.5</b>	<b>111.4</b>	<b>111.4</b>	<b>110.5</b>
<b>Wastewater Operations</b>				
Full-time	76	76	76	82
Temporary Part-time FTE	3.1	3.1	3.1	2.4
<b>Total FTE</b>	<b>79.1</b>	<b>79.1</b>	<b>79.1</b>	<b>84.4</b>
<b>Building Maintenance</b>				
Full-time	13	13	13	14
Part-time FTE	1	1	1	1
Temporary Part-time FTE	13.5	13.5	13.5	17
<b>Total FTE</b>	<b>27.5</b>	<b>27.5</b>	<b>27.5</b>	<b>32</b>
<b>Warehouse</b>				
Full-time	1	2	2	2
<b>Fleet Services</b>				
Full-time	12	12	12	12
Temporary Part-time FTE	0	0	0	0.7
<b>Total FTE</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>12.7</b>

(continued on next page)

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Authorized Positions**

	<b>2011-12 ACTUAL</b>	<b>2012-13 BUDGET</b>	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
<b>Other Internal Service Funds</b>				
Full-time	17	17	17	16
Temporary Part-time FTE	0.4	0.4	0.4	0.4
<b>Total FTE</b>	<b>17.4</b>	<b>17.4</b>	<b>17.4</b>	<b>16.4</b>
<b>Total Full-time Positions</b>	<b>751</b>	<b>752</b>	<b>781</b>	<b>790</b>
<b>Total Grant Funded Positions</b>	<b>7</b>	<b>9</b>	<b>9</b>	<b>7</b>
<b>Total Part-time FTE Positions</b>	<b>9.4</b>	<b>8.8</b>	<b>8.6</b>	<b>8.6</b>
<b>Total Temporary Part-time FTE</b>	<b>200</b>	<b>200.3</b>	<b>198.2</b>	<b>205.5</b>
<b>Total Frozen Positions</b>	<b>-14.0</b>	<b>-13.0</b>	<b>-14.0</b>	<b>-13.0</b>
<b>Total Citywide FTE Positions</b>	<b>953.4</b>	<b>957.1</b>	<b>982.8</b>	<b>998.1</b>



# Departmental Budget Detail



# General Fund



**CITY OF ESCONDIDO**  
**FY 2013-14 & 2014-15 Operating Budgets**  
**General Fund Sources and Uses**

**GENERAL FUND**

This fund was created to account for transactions related to the collection of all general revenues of the City not specifically levied or collected in other City funds, and for the expenditures related to the rendering of general services by the City.

<b><u>Sources of Funds:</u></b>	<b>2013-14</b>	<b>2014-15</b>
Estimated Revenue	\$ 80,694,915	\$ 83,364,870
Transfer from Gas Tax	2,055,000	1,955,000
Transfer from Hegyi Trust	2,000	2,000
Transfer from Ryan Trust-Library/Pioneer Room	44,800	44,800
Transfer from Wastewater	25,000	25,000
Deposit - PEG Fees	11,000	11,000
Use of Reserves	-	603,900
<b>TOTAL, Sources</b>	<b>\$ 82,832,715</b>	<b>\$ 86,006,570</b>

<b><u>Uses of Funds:</u></b>		
General Fund Operating Budget	\$ 81,891,615	\$ 85,077,225
Transfer to Recreation	121,785	-
Transfer to Vineyard Golf Course Debt Service	-	109,855
Transfer to Reidy Creek Golf Course Debt Service	362,515	362,090
Transfer to Vehicle Parking District	76,800	77,400
Transfer to Successor Agency-Housing	60,000	60,000
Advance Payback to Wastewater-Principal	210,000	210,000
Advance Payback to Public Facilities Fund-Principal	110,000	110,000
<b>TOTAL, Uses</b>	<b>\$ 82,832,715</b>	<b>\$ 86,006,570</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Department Summary**

**CITY COUNCIL**

**Description:** The City council represents and responds to its public; establishes operating policies and priorities; and coordinates intergovernmental relations.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	5.0	5.0	5.0	5.0
<b>BUDGET:</b>				
Employee Services	170,384	163,924	191,130	190,850
Maintenance & Operations	179,504	178,551	182,620	182,620
Internal Service Charges	45,600	55,524	51,220	65,645
Allocations (Net)	<u>(106,354)</u>	<u>(123,068)</u>	<u>(133,345)</u>	<u>(136,900)</u>
Total Budget	289,134	274,931	291,625	302,215

**DEPARTMENT PRIORITIES**

- Support the City Council in their roles as elected officials
- Support the Council in their operations of City Council meetings
- Operate the City Council office in the most efficient way possible

**MAJOR BUDGET IMPACTS**

- Increase in liability insurance internal service charges

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-001 CITY COUNCIL</b>		
5001-001-001 REGULAR FULL-TIME		
4 Council Members	67,785	75,315
1 Mayor	47,835	53,150
	<u>115,620</u>	<u>128,465</u>
5025-001-001 EMPLOYEE OVERHEAD		
Existing Staff	75,510	62,385
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>191,130</b>	<b>190,850</b>
5101-001-001 OFFICE/OPERATING SUPPLIES	4,000	4,000
5131-001-001 PROFESSIONAL SERVICES/CONTRACTS		
Federal Lobbyist	50,000	50,000
Video Streaming	11,000	11,000
Voting System	3,500	3,500
	<u>64,500</u>	<u>64,500</u>
5160-001-001 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	4,000	4,000
5162-001-001 DUES AND SUBSCRIPTIONS		
League of California Cities	28,865	28,865
San Diego Division League of California Cities	1,080	1,080
SANDAG	32,175	32,175
	<u>62,120</u>	<u>62,120</u>
5163-001-001 AUTO ALLOWANCE		
5 Council Members	45,000	45,000

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-001 CITY COUNCIL</b>		
5173-001-001 OTHER TELEPHONE		
Cellular Phone Charges	3,000	3,000
<b>TOTAL, M &amp; O</b>	<b>182,620</b>	<b>182,620</b>
5125-001-001 BUILDING REPAIRS/MAINTENANCE	28,895	28,895
5165-001-001 DUPLICATING CENTER	7,030	9,025
5172-001-001 TELEPHONE	2,570	2,300
5175-001-001 MAIL SERVICES	1,100	300
5178-001-001 OFFICE AUTOMATION	6,215	6,375
5183-001-001 INSURANCE		
Liability Insurance	3,635	17,040
Property Insurance	1,775	1,710
	<u>5,410</u>	<u>18,750</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>51,220</b>	<b>65,645</b>
<b>SUBTOTAL, CITY COUNCIL</b>	<b>424,970</b>	<b>439,115</b>
5902-001-001 ALLOCATED OUT		
Neighborhood Services/CDBG	(3,825)	(3,950)
Water	(67,400)	(69,645)
Wastewater	(35,655)	(36,840)
Capital Improvement Projects	(26,465)	(26,465)
	<u>(133,345)</u>	<u>(136,900)</u>
<b>TOTAL, CITY COUNCIL</b>	<b>291,625</b>	<b>302,215</b>



**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**CITY MANAGER/VIDEO SERVICES**

**Description:** The City Manager's Office supports the information and policy-making needs of the Council; implements Council decisions and directives; and manages day-to-day operations of City departments.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	8.0	6.0	7.0	9.0
Temporary Part-Time (FTE)	1.4	2.9	2.9	1.6
Department Total	<u>9.4</u>	<u>8.9</u>	<u>9.9</u>	<u>10.6</u>
<b>BUDGET:</b>				
Employee Services	1,391,672	1,181,899	1,138,930	1,315,310
Maintenance & Operations	55,139	170,621	100,875	101,475
Internal Service Charges	89,073	102,648	100,850	102,320
Allocations (Net)	<u>(416,920)</u>	<u>(364,467)</u>	<u>(413,610)</u>	<u>(495,270)</u>
Total Budget	<u>1,118,964</u>	<u>1,090,701</u>	<u>927,045</u>	<u>1,023,835</u>

**DEPARTMENT PRIORITIES**

- City Manager: Support the policy making needs of the City Council; implement Council decisions and directives
- City Manager: Continue with the ongoing commitment to make Escondido the "City of Choice"
- City Manager: Support and run the day to day operations of the City Manager's Office
- Video Services: Ensure the production and delivery of high quality broadcasts of the weekly City Council meetings
- Video Services: Develop and maintain various electronic bulletin boards for the City's local government access channel
- Video Services: Develop additional programming for the City's local government access channel as resources allow

**MAJOR BUDGET IMPACTS**

- City Manager: Increase in employee services due to negotiated union contracts, addition of 1 regular full-time position and reclass of 1 temporary part-time position to a regular full-time position
- City Manager: Added an Economic Development Division
- City Manager: Increase in allocations out to other funds.
- Video Services: None

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-002 CITY MANAGER</b>		
5001-001-002 REGULAR FULL-TIME		
1 City Manager	225,800	225,800
1 Assistant City Manager	196,560	196,560
1 Assistant to City Manager	106,215	0
1 Director of Economic Development & Community Relations	0	122,610
1 Division Coordinator	45,620	45,620
1 Executive Assistant	62,885	62,885
1 Executive Office Coordinator	0	44,560
1 Management Analyst	65,990	65,990
1 Special Events/Economic Development Coordinator	0	54,540
1 Tourism and Marketing Administrator	0	62,000
Budget Adjustment-MOU Agreements (12-09,12-11)	10,095	0
Budget Adj-Economic Development Coordinator (07-11)	57,980	0
Adjustments:		
Pay Reductions	<u>(23,145)</u>	<u>0</u>
	748,000	880,565
5004-001-002 TEMPORARY PART-TIME		
1 Executive Office Coordinator	29,500	2,460
5025-001-002 EMPLOYEE OVERHEAD		
Existing Staff	261,710	355,190
Temporary Part-Time	2,285	70
Budget Adjustment-MOU Agreements (12-09,12-11)	3,210	0
Budget Adj-Economic Development Coordinator (07-11)	30,155	0
Adjustments:		
Pay Reductions	<u>(5,895)</u>	<u>0</u>
	291,465	355,260
5030-001-002 FLEXIBLE BENEFITS		
Existing Staff	35,925	46,625
Budget Adj-Economic Development Coordinator (07-11)	<u>3,640</u>	<u>0</u>
	39,565	46,625
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,108,530</b>	<b>1,284,910</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-002 CITY MANAGER</b>		
5101-001-002 OFFICE/OPERATING SUPPLIES		
Miscellaneous Supplies	16,400	16,400
Miscellaneous Supplies - Economic Development (20003)	<u>0</u>	<u>22,000</u>
	16,400	38,400
5131-001-002 PROFESSIONAL SERVICES/CONTRACTS		
Economic Development/Consultants, Studies, Appraisals	5,000	5,000
Budget Adj-Distribution of Materials for Prop P & N (10-13)	<u>20,000</u>	<u>0</u>
	25,000	5,000
5160-001-002 TRAINING AND MEETINGS		
Economic Development	1,200	1,200
Seminars, Conferences, Workshops	<u>2,000</u>	<u>3,250</u>
	3,200	4,450
5162-001-002 DUES AND SUBSCRIPTIONS		
CAPIO	175	175
Economic Development Membership/Dues	2,960	2,960
I.C.M.A.	3,900	3,900
Periodicals, Subscriptions	2,750	1,500
Public Information	<u>300</u>	<u>300</u>
	10,085	8,835
5163-001-002 AUTO ALLOWANCE		
City Manager	9,000	9,000
Assistant City Manager	5,400	5,400
Assistant to the City Manager	5,100	0
Director of Economic Development & Community Relations	<u>0</u>	<u>5,100</u>
	19,500	19,500
5173-001-002 OTHER TELEPHONE		
Cellular Phone Charges	6,000	6,000
5190-001-002 OTHER EXPENSES		
Employee Recognition	4,000	4,000

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-002 CITY MANAGER</b>		
5193-001-002 SOFTWARE		
ESRI Arc-Info, Property Finder	1,300	1,300
<b>TOTAL, M &amp; O</b>	<b>85,485</b>	<b>87,485</b>
5125-001-002 BUILDING REPAIRS/MAINTENANCE	63,060	63,060
5165-001-002 DUPLICATING CENTER	4,400	6,380
5172-001-002 TELEPHONE	2,970	2,060
5175-001-002 MAIL SERVICES	275	510
5178-001-022 OFFICE AUTOMATION	12,250	13,785
5183-001-002 INSURANCE		
Liability Insurance	7,780	6,985
Property Insurance	3,900	3,755
	11,680	10,740
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>94,635</b>	<b>96,535</b>
<b>SUBTOTAL, CITY MANAGER</b>	<b>1,288,650</b>	<b>1,468,930</b>
5902-001-002 ALLOCATED OUT		
Neighborhood Services/CDBG	(10,470)	(13,220)
Water	(184,540)	(232,970)
Wastewater	(97,625)	(123,245)
Successor Agency-Redevelopment	(26,100)	(31,675)
Capital Improvement Projects	(78,315)	(78,315)
	(397,050)	(479,425)
<b>TOTAL, CITY MANAGER</b>	<b>891,600</b>	<b>989,505</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-034 VIDEO SERVICES</b>		
5004-001-034 TEMPORARY PART-TIME	28,000	29,400
5025-001-034 EMPLOYEE OVERHEAD		
Temporary Positions	2,400	1,000
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>30,400</b>	<b>30,400</b>
5101-001-034 OFFICE/OPERATING SUPPLIES		
Misc Office Supplies	150	150
Video/VCR Tapes	3,000	1,600
	<u>3,150</u>	<u>1,750</u>
5126-001-034 MAINTENANCE OF EQUIPMENT		
Audio and Video Equipment	11,500	11,500
5131-001-034 PROFESSIONAL SERVICES/CONTRACTS		
Channel 19 Program Resources	600	600
5162-001-034 DUES AND SUBSCRIPTIONS		
Magazines	20	20
Scanatoa Membership	120	120
	<u>140</u>	<u>140</u>
<b>TOTAL, M &amp; O</b>	<b>15,390</b>	<b>13,990</b>
5172-001-034 TELEPHONE	0	690
5178-001-034 OFFICE AUTOMATION	6,215	5,095
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>6,215</b>	<b>5,785</b>
<b>SUBTOTAL, VIDEO SERVICES</b>	<b>52,005</b>	<b>50,175</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-034 VIDEO SERVICES</b>		
5902-001-034 ALLOCATED OUT		
Neighborhood Services/CDBG	(470)	(450)
Water	(8,250)	(7,960)
Wastewater	(4,360)	(4,210)
Capital Improvement Projects	<u>(3,480)</u>	<u>(3,225)</u>
	(16,560)	(15,845)
<b>TOTAL, VIDEO SERVICES</b>	<b>35,445</b>	<b>34,330</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**CITY ATTORNEY**

**Description:** The City Attorney provides legal advice to the City Council, all City Departments, City Boards and Commissions, and represents the City in litigation and transactional matters, and prosecutes City code violations.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	11.0	11.0	11.0	11.0
Regular Part-Time (FTE)	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>
Department Total	11.5	11.5	11.5	11.5
<b>BUDGET:</b>				
Employee Services	1,634,717	1,699,918	1,702,535	1,747,780
Maintenance & Operations	113,111	149,607	136,500	136,500
Internal Service Charges	68,150	83,424	86,275	88,250
Allocations (Net)	<u>(1,590,780)</u>	<u>(1,677,792)</u>	<u>(1,746,600)</u>	<u>(1,793,820)</u>
Total Budget	225,198	255,157	178,710	178,710

**DEPARTMENT PRIORITIES**

- Provide essential legal services to the City of Escondido
- Minimize use of outside counsel expenses while still providing preventive and comprehensive services

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts and reclass of Legal Secretary to a Legal Assistant position
- Increase in allocations out to other funds

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-003 CITY ATTORNEY</b>		
5001-001-003 REGULAR FULL-TIME		
1 City Attorney	225,800	225,800
2 Assistant City Attorneys	365,960	369,580
3 Deputy City Attorneys	260,755	245,190
1 Executive Assistant	62,890	62,890
3 Legal Assistants	125,850	190,310
1 Legal Secretary	55,550	0
1 Senior Deputy City Attorney	94,200	94,200
Bilingual Pay	1,300	1,300
Budget Adjustment-MOU Agreements (12-09,12-11)	16,845	0
Adjustments:		
Pay Reductions	(34,370)	0
	1,174,780	1,189,270
5003-001-003 REGULAR PART-TIME		
1 Department Assistant (0.5)	18,730	19,670
Pay Reduction	(940)	0
	17,790	19,670
5025-001-003 EMPLOYEE OVERHEAD		
Existing Staff	450,770	475,470
Bilingual Pay	360	365
Budget Adjustment-MOU Agreements (12-09,12-11)	5,445	0
Adjustments:		
Pay Reductions	(8,995)	0
	447,580	475,835
5030-001-003 FLEXIBLE BENEFITS	62,385	63,005
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,702,535</b>	<b>1,747,780</b>
5101-001-003 OFFICE/OPERATING SUPPLIES		
Legal Supplements, Codes and Case Reports	42,500	42,500
Office Supplies	7,500	7,500
	50,000	50,000

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-003 CITY ATTORNEY</b>		
5126-001-003 MAINTENANCE OF EQUIPMENT		
Computer Systems Service (12)	500	500
Maintenance of Office Equipment	1,000	1,000
	1,500	1,500
5131-001-003 PROFESSIONAL SERVICES/CONTRACTS		
Investigative Services, Attorneys' Services, Service of Process, Express Mail	40,000	40,000
5160-001-003 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	7,500	7,500
5161-001-003 MILEAGE REIMBURSEMENT	1,200	1,200
5162-001-003 DUES AND SUBSCRIPTIONS		
Bar Association Dues	6,300	6,300
5163-001-003 AUTO ALLOWANCE		
City Attorney, 2 Assistant City Attorneys	25,200	25,200
5173-001-003 OTHER TELEPHONE		
Cellular Phone Service	4,800	4,800
<b>TOTAL, M &amp; O</b>	<b>136,500</b>	<b>136,500</b>
5125-001-003 BUILDING REPAIRS/MAINTENANCE	43,860	43,860
5165-001-003 DUPLICATING CENTER	10,125	9,555
5172-001-003 TELEPHONE	3,855	3,450
5175-001-003 MAIL SERVICES	2,720	3,385
5178-001-033 OFFICE AUTOMATION	16,070	18,960

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-003 CITY ATTORNEY</b>		
5183-001-003 INSURANCE		
Liability Insurance	7,015	6,510
Property Insurance	<u>2,630</u>	<u>2,530</u>
	9,645	9,040
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>86,275</b>	<b>88,250</b>
<b>SUBTOTAL, CITY ATTORNEY</b>	<b>1,925,310</b>	<b>1,972,530</b>
5902-001-003 ALLOCATED OUT		
Water	(323,650)	(335,330)
Wastewater	(266,535)	(276,155)
Workers' Compensation Insurance	(114,230)	(118,350)
Liability Insurance	(989,985)	(1,025,715)
Successor Agency-Redevelopment	<u>(52,200)</u>	<u>(38,270)</u>
	(1,746,600)	(1,793,820)
<b>TOTAL, CITY ATTORNEY</b>	<b>178,710</b>	<b>178,710</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**CITY CLERK**

**Description:** The City Clerk provides information to the general public and City departments on the complete range of City operations. The City Clerk processes all official City documents; conducts City elections; administers the Records Management Program (including microfilming); and coordinates the updating of the Municipal and Zoning Codes.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	6.0	6.0	6.0	6.0
Regular Part-Time (FTE)	0.5	0.5	0.5	0.5
Temporary Part-Time (FTE)	2.5	2.5	2.5	2.5
Department Total	<u>9.0</u>	<u>9.0</u>	<u>9.0</u>	<u>9.0</u>
<b>BUDGET:</b>				
Employee Services	619,637	643,854	614,915	617,380
Maintenance & Operations	70,237	116,028	83,625	90,025
Capital	0	13,467	2,000	0
Internal Service Charges	65,400	75,192	73,700	77,625
Allocations (Net)	<u>(314,448)</u>	<u>(326,568)</u>	<u>(293,515)</u>	<u>(306,435)</u>
Total Budget	440,826	521,973	480,725	478,595

**DEPARTMENT PRIORITIES**

- Continue cross training within the department to increase flexibility
- Complete implementation of migration to new records management database
- Maintain a high level of customer service for the public counter, telephone contacts and internal services

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts
- Increase in professional services
- Increase in duplicating internal service charges
- Increase in allocations out to other funds

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-004 CITY CLERK</b>		
5001-001-004 REGULAR FULL-TIME		
1 City Clerk	112,000	112,000
1 Assistant City Clerk	81,170	66,305
1 Department Assistant	39,335	39,335
1 Division Coordinator	45,620	45,620
2 Executive Office Coordinators	91,560	94,760
Budget Adjustment-MOU Agreements (12-09,12-11)	8,235	0
Transfer to 5209-Scanner & Software Purchase (08-04)	(2,000)	0
Adjustments:		
Pay Reductions	<u>(18,485)</u>	<u>0</u>
	357,435	358,020
5003-001-004 REGULAR PART-TIME		
1 Department Assistant (0.5)	19,670	19,670
Pay Reduction	<u>(985)</u>	<u>0</u>
	18,685	19,670
5004-001-004 TEMPORARY PART-TIME		
Temporary Part-Time w/PARS	11,880	11,880
Recycling Program	28,000	28,000
Temporary Part-Time w/PERS	<u>10,920</u>	<u>10,920</u>
	50,800	50,800
5020-001-004 OVERTIME		
Clerical/Technical	1,000	1,000
5025-001-004 EMPLOYEE OVERHEAD		
Existing Staff	161,390	159,515
Temporary Positions/Overtime	4,275	4,565
Budget Adjustment-MOU Agreements (12-09,12-11)	2,615	0
Adjustments:		
Pay Reductions	<u>(4,960)</u>	<u>0</u>
	163,320	164,080

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-004 CITY CLERK</b>		
5030-001-004 FLEXIBLE BENEFITS	23,675	23,810
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>614,915</b>	<b>617,380</b>
5101-001-004 OFFICE/OPERATING SUPPLIES		
General Office Supplies	3,700	3,700
5126-001-004 MAINTENANCE OF EQUIPMENT		
Imaging Equipment	1,500	1,500
Office Equipment	2,500	2,500
	<hr style="width: 100%; border: 0.5px solid black;"/>	<hr style="width: 100%; border: 0.5px solid black;"/>
	4,000	4,000
5131-001-004 PROFESSIONAL SERVICES/CONTRACTS		
Questys Maintenance Agreement	0	3,500
Records Destruction Vendor	0	1,600
Update Supp Service - Municipal/Zoning Code	4,500	4,500
	<hr style="width: 100%; border: 0.5px solid black;"/>	<hr style="width: 100%; border: 0.5px solid black;"/>
	4,500	9,600
5160-001-004 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	3,000	4,300
5161-001-004 MILEAGE REIMBURSEMENT		
Records Management (Records Center)	100	100
5162-001-004 DUES AND SUBSCRIPTIONS		
Professional Association Dues	1,000	1,000
Publications	450	450
	<hr style="width: 100%; border: 0.5px solid black;"/>	<hr style="width: 100%; border: 0.5px solid black;"/>
	1,450	1,450
5163-001-004 AUTO ALLOWANCE		
City Clerk	5,100	5,100

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-004 CITY CLERK</b>		
5167-001-004 ADVERTISING AND PRINTING		
Legal Advertising/Printing	8,500	8,500
5170-001-004 UTILITIES		
Records Center	3,300	3,300
Security Service	1,700	1,700
	5,000	5,000
5173-001-004 OTHER TELEPHONE		
Cellular Phone Service	1,200	1,200
5180-001-004 RENT		
Lease of Off-Site Records Center	45,675	45,675
Taxes	1,400	1,400
	47,075	47,075
<b>TOTAL, M &amp; O</b>	<b>83,625</b>	<b>90,025</b>
5209-001-004 OTHER CAPITAL		
Transfer from 5101-Scanner & Software Purchase (08-04)	2,000	0
<b>TOTAL, CAPITAL</b>	<b>2,000</b>	<b>0</b>
5125-001-004 BUILDING REPAIRS/MAINTENANCE	33,185	33,185
5164-001-004 EQUIPMENT EXPENSE	935	935
5165-001-004 DUPLICATING CENTER	4,595	8,515
5172-001-004 TELEPHONE	7,210	7,520
5175-001-004 MAIL SERVICES	4,215	5,300
5178-001-004 OFFICE AUTOMATION	13,495	12,670

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-004 CITY CLERK</b>		
5183-001-004 INSURANCE		
Liability Insurance	7,585	7,130
Property Insurance	<u>2,480</u>	<u>2,370</u>
	10,065	9,500
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>73,700</b>	<b>77,625</b>
<b>SUBTOTAL, CITY CLERK</b>	<b>774,240</b>	<b>785,030</b>
5902-001-004 ALLOCATED OUT		
Water	(191,015)	(196,255)
Wastewater	(76,400)	(78,505)
Successor Agency-Redevelopment	<u>(26,100)</u>	<u>(31,675)</u>
	(293,515)	(306,435)
<b>TOTAL, CITY CLERK</b>	<b>480,725</b>	<b>478,595</b>



**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**CITY TREASURER**

**Description:** The City Treasurer's duties are to receive and safeguard all moneys coming into the treasury and to pay those moneys as needed for the operations of the City. The City Treasurer also handles all banking relations and most of the City's bond administration and monitors property tax assessments.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	3.0	3.0	3.0	3.0
<b>BUDGET:</b>				
Employee Services	324,862	326,385	338,570	347,390
Maintenance & Operations	14,660	9,624	18,895	15,300
Internal Service Charges	14,866	17,820	17,125	16,920
Allocations (Net)	(74,840)	(76,254)	(72,350)	(92,340)
Total Budget	<u>279,549</u>	<u>277,575</u>	<u>302,240</u>	<u>287,270</u>

**DEPARTMENT PRIORITIES**

- Receive and safeguard all monies into the City Treasury, disperse funds as needed for the operations of the City
- Forecast and monitor cash receipts and disbursements, invest all available cash
- Monitor investment reports and transactions, ensure compliance with the State of California regulations governing local agency investments
- Submit the City's investment policy to City Council for annual review and approval of the policy and policy changes

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts
- Decrease in investment software annual licensing fee
- Increase in allocations out

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-005 CITY TREASURER</b>		
5001-001-005 REGULAR FULL-TIME		
1 City Treasurer	112,900	112,900
1 Sr. Accounting Assistant	45,620	45,620
1 Investment Officer	74,880	74,880
Budget Adjustment-MOU Agreements (12-09,12-11)	5,020	0
Adjustments:		
Pay Reductions	<u>(6,025)</u>	<u>0</u>
	232,395	233,400
5025-001-005 EMPLOYEE OVERHEAD		
Existing Staff	92,855	100,750
Budget Adjustment-MOU Agreements (12-09,12-11)	1,615	0
Adjustments:		
Pay Reductions	<u>(1,535)</u>	<u>0</u>
	92,935	100,750
5030-001-005 FLEXIBLE BENEFITS	13,240	13,240
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>338,570</b>	<b>347,390</b>
5101-001-005 OFFICE/OPERATING SUPPLIES	400	400
5126-001-005 MAINTENANCE OF EQUIPMENT		
Calculators, Computers	100	100
5131-001-005 PROFESSIONAL SERVICES/CONTRACTS		
Custodial Fees	3,400	3,800
Investment Research/Consultants	<u>300</u>	<u>200</u>
	3,700	4,000
5160-001-005 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	450	450

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-005 CITY TREASURER</b>		
5161-001-005 MILEAGE REIMBURSEMENT		
Miscellaneous	50	50
5162-001-005 DUES AND SUBSCRIPTIONS		
Professional Association Dues	500	500
Publications	300	300
	800	800
5163-001-005 AUTO ALLOWANCE		
City Treasurer	4,500	4,500
5193-001-005 SOFTWARE		
Investment Software Annual License	8,895	5,000
<b>TOTAL, M &amp; O</b>	<b>18,895</b>	<b>15,300</b>
5125-001-005 BUILDING REPAIRS/MAINTENANCE	10,915	10,915
5165-001-005 DUPLICATING CENTER	295	215
5172-001-005 TELEPHONE	255	230
5175-001-005 MAIL SERVICES	0	25
5178-001-005 OFFICE AUTOMATION	2,485	2,550
5183-001-005 INSURANCE		
Liability Insurance	2,595	2,425
Property Insurance	580	560
	3,175	2,985
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>17,125</b>	<b>16,920</b>
<b>SUBTOTAL, CITY TREASURER</b>	<b>374,590</b>	<b>379,610</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-005 CITY TREASURER</b>		
5902-001-005 ALLOCATED OUT		
Water	(38,195)	(45,920)
Wastewater	(22,820)	(35,330)
Hidden Trails CFD	(2,890)	(3,170)
Eureka Ranch CFD	(8,445)	(7,920)
	(72,350)	(92,340)
<b>TOTAL, CITY TREASURER</b>	<b>302,240</b>	<b>287,270</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**FINANCE**

**Description:** The Finance Department provides reliable and timely financial support services to the City organization. Areas of responsibility include: financial reporting, operating and capital improvement project budgets, accounting, purchasing and utility billing.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	25.0	26.0	26.0	27.0
Temporary Part-Time (FTE)	1.3	1.2	1.2	1.2
Department Total	<u>26.3</u>	<u>27.2</u>	<u>27.2</u>	<u>28.2</u>
<b>BUDGET:</b>				
Employee Services	1,863,919	1,997,704	2,122,455	2,292,210
Maintenance & Operations	565,035	727,834	779,735	804,525
Internal Service Charges	268,764	180,372	190,960	186,375
Allocations (Net)	<u>(1,699,181)</u>	<u>(1,785,349)</u>	<u>(1,963,755)</u>	<u>(2,074,885)</u>
Total Budget	998,537	1,120,561	1,129,395	1,208,225

**DEPARTMENT PRIORITIES**

- Provide accurate and timely record keeping and reporting
- Develop, monitor and report on the annual Operating Budget and the Five-Year Capital Improvement Program
- Provide reliable and timely billing services for the City's water and wastewater utilities
- Review departmental activities and processes to maximize organizational effectiveness pertaining to cash controls, collections, purchasing and payroll
- Monitor revenue and expenditures on a monthly basis and report any deviations from projections to Management and Council on a timely basis

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts and the addition of 1 regular full-time position
- Increase in professional services
- Increase in PeopleSoft software licensing fee
- Decrease in duplicating internal service charges
- Increase in allocations out to other funds

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-022 FINANCE</b>		
5001-001-022 REGULAR FULL-TIME		
1 Director of Finance	149,640	149,640
6 Accountant I/II's	405,095	413,280
1 Account Clerks I/II's	39,335	39,730
1 Collections Officer	50,355	45,670
8 Customer Service Representatives II's	315,040	330,440
1 Customer Service Supervisor	58,540	58,540
1 Finance Manager	95,260	95,260
1 Payroll Analyst	58,395	58,395
2 Payroll Technicians	45,620	86,995
1 Purchasing Supervisor	60,895	61,505
1 Sr. Accounting Assistant	37,535	41,350
2 Sr. Account Clerks	91,240	87,870
1 Sr. Customer Service Representative	46,760	47,225
Bilingual Pay	7,150	8,450
Budget Adjustment-MOU Agreements (12-07,12-08,12-09,12-11)	47,510	0
Adjustments: Pay Reductions	<u>(82,690)</u>	<u>0</u>
	1,425,680	1,524,350
5004-001-022 TEMPORARY PART-TIME	23,000	23,000
5020-001-022 OVERTIME	4,000	4,000
5025-001-022 EMPLOYEE OVERHEAD		
Existing Staff	620,625	681,915
Temporary Positions/Overtime/Bilingual Pay	3,440	3,340
Budget Adjustment-MOU Agreements (12-07,12-08,12-09,12-11)	14,430	0
Adjustments: Pay Reductions	<u>(21,065)</u>	<u>0</u>
	617,430	685,255
5030-001-022 FLEXIBLE BENEFITS	52,345	55,605
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>2,122,455</b>	<b>2,292,210</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-022 FINANCE</b>		
5101-001-022 OFFICE/OPERATING SUPPLIES		
Alarm Registration Invoices	450	450
Budget Supplies	800	800
Endorser/Encoder Supplies	300	300
Envelopes	5,500	5,500
General Accounting/Forms (Checks)	6,000	6,000
Miscellaneous Office Supplies	8,000	8,000
Miscellaneous Receipts	1,750	1,750
Pagers	80	80
Passport Film	375	400
Purchasing Supplies	1,850	1,850
	25,105	25,130
5126-001-022 MAINTENANCE OF EQUIPMENT		
Calculators	0	115
Check Endorser/Encoder	4,640	5,860
Fax Machine	0	215
Folding Machine	1,000	1,000
Letter Opener	575	575
Printers	0	405
	6,215	8,170
5131-001-022 PROFESSIONAL SERVICES/CONTRACTS		
Annual Audit	49,380	50,560
Annual Street Report	0	2,200
Economic Forecast	0	7,000
Paramedic Billing	185,000	185,000
Preparation of Utility Bills	82,000	90,910
SB90 Claims (Maximus)	7,800	7,800
Temporary Staffing	3,000	3,000
	327,180	346,470
5159-001-022 OTHER MAIL		
Alarm Registration	1,200	1,200
Passport Postage	1,200	1,200
Postage-Utility Bills	160,000	160,000
Postage-Trust Account	500	500
	162,900	162,900

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-022 FINANCE</b>		
5160-001-022 TRAINING AND MEETINGS		
Customer Service Training (Utility Billing)	5,000	5,000
Seminars, Conferences, Workshops	5,000	5,000
	<u>10,000</u>	<u>10,000</u>
5161-001-022 MILEAGE REIMBURSEMENT		
Miscellaneous	400	400
5162-001-022 DUES AND SUBSCRIPTIONS		
California Revenue Officers Association	100	100
California Society of Municipal Finance Officers	220	990
CPA license Renewal	270	270
GASB Comprehensive Plan	200	200
GFOA Financial Report Submittal	580	600
Government Finance Officers Association	890	840
Periodicals	200	200
Professional Association Dues	200	200
Credit Reporting Agency	600	600
Payroll Guides and Subscriptions	1,465	1,540
	<u>4,725</u>	<u>5,540</u>
5163-001-022 AUTO ALLOWANCE		
Director of Finance	5,100	5,100
5167-001-022 ADVERTISING AND PRINTING		
Budget Printing	500	500
CIP Budget	500	500
Financial Information Publication	600	600
Financial Statements	600	1,050
Miscellaneous	700	550
	<u>2,900</u>	<u>3,200</u>
5173-001-022 OTHER TELEPHONE		
Cellular Phone Service	1,500	1,500

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-022 FINANCE</b>		
5193-001-022 SOFTWARE		
Collections Software License	25,000	22,750
PeopleSoft Software License	192,560	197,215
Utility Billing (Q-Master)	15,000	15,000
	232,560	234,965
5194-001-022 MINOR OFFICE EQUIPMENT		
Calculators	450	450
Counterfeit Bill Scanner	200	200
Credit Card Machine	400	400
Fax Machine	100	100
	1,150	1,150
<b>TOTAL, M &amp; O</b>	<b>779,735</b>	<b>804,525</b>
5125-001-022 BUILDING REPAIRS/MAINTENANCE	46,315	46,315
5165-001-022 DUPLICATING CENTER	24,665	19,250
5172-001-022 TELEPHONE	9,770	8,745
5175-001-022 MAIL SERVICES	42,945	46,290
5178-001-022 OFFICE AUTOMATION	45,710	45,565
5183-001-022 INSURANCE		
Liability Insurance	18,620	17,390
Property Insurance	2,935	2,820
	21,555	20,210
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>190,960</b>	<b>186,375</b>
<b>SUBTOTAL, FINANCE</b>	<b>3,093,150</b>	<b>3,283,110</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-022 FINANCE</b>		
5902-001-022 ALLOCATED OUT		
Neighborhood Services/CDBG	(38,860)	(41,910)
Landscape Maintenance District	(6,940)	(7,535)
Successor Agency-Redevelopment	(156,600)	(166,035)
Water	(840,665)	(916,785)
Wastewater	(705,565)	(769,670)
Workers' Compensation Insurance	(17,810)	(18,710)
Liability Insurance	(9,455)	(9,790)
Benefits Administration	(8,680)	(9,065)
Property Insurance	(4,730)	(4,895)
Capital Improvement Projects	<u>(174,450)</u>	<u>(130,490)</u>
	(1,963,755)	(2,074,885)
 <b>TOTAL, FINANCE</b>	 <b>1,129,395</b>	 <b>1,208,225</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**HUMAN RESOURCES**

**Description:** The Human Resources Department provides responsive service, both within the organization and to the public, through fair and objective recruitment and selection processes; employee training and development; equitable, cost-effective, and competitive employee wage and benefit packages; and impartial interpretation and implementation of labor contracts and personnel rules and regulations to maintain effective labor relations within the work force.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	6.0	6.0	6.0	6.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.8
Department Total	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>	<u>6.8</u>
<b>BUDGET:</b>				
Employee Services	613,397	662,706	696,230	776,590
Maintenance & Operations	143,408	158,997	171,045	206,065
Internal Service Charges	73,069	84,384	86,080	84,555
Allocations (Net)	<u>(384,696)</u>	<u>(410,628)</u>	<u>(438,195)</u>	<u>(531,080)</u>
Total Budget	445,178	495,459	515,160	536,130

**DEPARTMENT PRIORITIES**

- Provide high quality and effective services to internal and external customers
- Negotiate and implement new Memorandums of Understanding with the City's six bargaining units
- Assist the City Manager's office with strategic planning and the implementation of cost-saving measures
- Provide assistance and guidance to management and employees relative to personnel matters

**MAJOR BUDGET IMPACTS**

- Reorganization of positions
- Increase in employee services due to negotiated union contracts
- Increase in professional services
- Increase in allocations out to other funds

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-023 HUMAN RESOURCES</b>		
5001-001-023 REGULAR FULL-TIME		
1 Director of Human Resources	155,490	155,490
1 Assistant Director of Human Resources	0	121,090
1 Human Resources Coordinator	61,355	61,355
1 Human Resources Manager	101,920	0
2 Human Resources Technician I/II's	96,430	104,505
1 Sr. Human Resources Analyst	66,305	74,560
Budget Adjustment-MOU Agreements (12-09,12-11)	13,355	0
Adjustments:		
Pay Reductions	(23,605)	0
	471,250	517,000
5004-001-023 TEMPORARY PART-TIME		
Temporary Office Assistance	500	15,560
5020-001-023 OVERTIME	1,500	1,500
5025-001-023 EMPLOYEE OVERHEAD		
Existing Staff	197,885	213,770
Temporary Positions/Overtime	100	580
Budget Adjustment-MOU Agreements (12-09,12-11)	4,250	0
Adjustments:		
Pay Reductions	(6,015)	0
	196,220	214,350
5030-001-023 FLEXIBLE BENEFITS	26,760	28,180
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>696,230</b>	<b>776,590</b>
5101-001-023 OFFICE/OPERATING SUPPLIES		
Board of Review Name Plates	150	150
Break Room Supplies	625	625
Employment Applications/Notification Cards	550	550

(continued on next page)

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-023 HUMAN RESOURCES</b>		
5101-001-023 OFFICE/OPERATING SUPPLIES (continued)		
General Office Supplies	3,800	3,800
Job Announcement Stock	700	700
Job Fair Supplies	300	300
Labor Relations Posters	700	700
Personnel Board of Review Hearing Supplies	300	300
Printer Supplies	725	725
	7,850	7,850
5126-001-023 MAINTENANCE OF EQUIPMENT		
Maintenance Contract for Typewriter, Fax & Shredder	1,300	1,300
5131-001-023 PROFESSIONAL SERVICES/CONTRACTS		
Industrial Employers Distributors Association	275	1,500
CPS Test Examinations	5,000	6,500
Criticall Public Safety Dispatcher Exam	1,650	1,650
EMT & Firefighter Exam - Donnoe	170	1,000
Fitness for Duty Exams	1,575	1,575
Labor Attorney for Negotiations	14,260	20,000
Pre-Employ Medical & Psychological Exams	25,000	32,000
Special Projects Contracts	30,000	30,000
Test Construction Service	1,700	1,700
Fingerprinting - DOJ & AAA Livescan	5,665	5,665
Palomar Regional Fire Exam	3,200	3,200
	88,495	104,790
5160-001-023 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,500	2,500
5161-001-023 MILEAGE REIMBURSEMENT		
Miscellaneous	800	800
5162-001-023 DUES AND SUBSCRIPTIONS		
Professional Organization Dues	1,800	1,800
Reference Books and Periodicals	500	500
	2,300	2,300

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-023 HUMAN RESOURCES</b>		
5163-001-023 AUTO ALLOWANCE		
Director of Human Resources	5,100	5,100
5167-001-023 ADVERTISING & PRINTING		
Miscellaneous	10,000	10,000
5173-001-023 OTHER TELEPHONE	3,000	3,000
5190-001-023 OTHER EXPENSES		
Bilingual Certification for Applicants	3,500	3,500
CCPA County Training Consortium Refreshments	500	500
Employee Service Breakfast	2,900	3,200
Escondido University Employee Training	0	17,425
Job Fair Registration	300	300
New Employee Orientation	2,600	2,600
Oral Board Meals	1,000	1,000
Training Consortium	3,000	3,000
	13,800	31,525
5193-001-023 SOFTWARE		
PeopleSoft Software License (1/2 cost in 723)	26,900	26,900
Neo Gov Recruiting Software	10,000	10,000
	36,900	36,900
<b>TOTAL, M &amp; O</b>	<b>171,045</b>	<b>206,065</b>
5125-001-023 BUILDING REPAIRS/MAINTENANCE	44,245	44,245
5165-001-023 DUPLICATING CENTER	14,860	14,260
5172-001-023 TELEPHONE	3,855	3,450
5175-001-023 MAIL SERVICES	4,225	3,720
5178-001-023 OFFICE AUTOMATION	10,930	11,230

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-023 HUMAN RESOURCES</b>		
5183-001-023 INSURANCE		
Liability Insurance	4,865	4,670
Property Insurance	3,100	2,980
	<u>7,965</u>	<u>7,650</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>86,080</b>	<b>84,555</b>
<b>SUBTOTAL, HUMAN RESOURCES</b>	<b>953,355</b>	<b>1,067,210</b>
5902-001-023 ALLOCATED OUT		
Risk Management	(39,620)	(27,425)
Neighborhood Services/CDBG	(7,775)	(4,390)
Water	(142,540)	(164,265)
Wastewater	(142,540)	(164,265)
Workers' Compensation Insurance	(72,870)	(57,775)
Benefits Administration	(32,850)	(112,960)
	<u>(438,195)</u>	<u>(531,080)</u>
<b>TOTAL, HUMAN RESOURCES</b>	<b>515,160</b>	<b>536,130</b>



**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**RISK MANAGEMENT**

**Description:** The Risk Management Department protects the people, property and resources of the City from identifiable and controllable risk of loss. The direction of Risk Management is to make these values part of the day-to-day operations of the City departments.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	3.0	3.0	3.0	2.0
Regular Part-Time (FTE)	0.8	0.8	0.8	0.8
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.8
Department Total	<u>3.8</u>	<u>3.8</u>	<u>3.8</u>	<u>3.6</u>
<b>BUDGET:</b>				
Employee Services	291,873	306,043	340,905	271,635
Maintenance & Operations	76,740	49,925	70,930	123,930
Internal Service Charges	18,444	26,568	27,420	30,275
Allocations (Net)	(420,354)	(439,653)	(428,165)	(425,840)
Total Budget	<u>(33,297)</u>	<u>(57,117)</u>	<u>11,090</u>	<u>0</u>

**DEPARTMENT PRIORITIES**

- Continue to reduce the frequency, severity and unpredictability of accidental losses to City assets
- Apply risk control measures to property, liability, personnel and net income losses in order to reduce City operating costs and increase operating efficiency
- Prevent and reduce the severity of injuries and illnesses to City employees
- Develop, plan and implement City safety programs, policies and procedures in accordance with applicable rules and regulations

**MAJOR BUDGET IMPACTS**

- Eliminated 1 regular full-time position
- Increase in professional services
- Increase in duplicating and office automation internal service charges
- Decrease in allocations out to other funds

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-024 RISK MANAGEMENT</b>		
5001-001-024 REGULAR FULL-TIME		
1 Risk and Safety Manager	91,010	95,560
1 Department Assistant	33,980	37,160
1 Safety Administrator	75,410	0
Bilingual Pay	1,300	1,300
Budget Adjustment-MOU Agreements (12-09,12-11)	8,390	0
Adjustments:		
Pay Reductions	(10,020)	0
	200,070	134,020
5003-001-024 REGULAR PART-TIME		
1 Risk & Safety Coordinator (0.75)	32,605	39,700
Pay Reductions	(1,630)	0
	30,975	39,700
5004-001-024 TEMPORARY PART-TIME		
1 Department Specialist	0	15,560
5025-001-024 EMPLOYEE OVERHEAD		
Existing Staff	95,825	70,960
Temporary Position	0	530
Bilingual Pay	375	365
Budget Adjustment-MOU Agreements (12-09,12-11)	2,700	0
Adjustments:		
Pay Reductions	(3,160)	0
	95,740	71,855
5030-001-024 FLEXIBLE BENEFITS	14,120	10,500
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>340,905</b>	<b>271,635</b>
5101-001-024 OFFICE/OPERATING SUPPLIES		
Misc. Technical Books	300	300
Office Supplies and Training Materials	2,000	2,000
	2,300	2,300

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-024 RISK MANAGEMENT</b>		
5105-001-024 SAFETY EQUIPMENT		
Safety Supplies (Videos, Misc Safety Equip)	5,245	5,245
5109-001-024 PREVENTION SUPPLIES		
Ergonomic Site Evaluation Expenses	11,500	11,500
5126-001-024 MAINTENANCE OF EQUIPMENT		
Cleaning, Calibration & Inspection of Equipment	2,000	2,000
Service for Instrument Repair	2,000	2,000
	<u>4,000</u>	<u>4,000</u>
5131-001-024 PROFESSIONAL SERVICES/CONTRACTS		
General Consulting/Industrial Hygienists	4,000	14,000
Risk and Safety Program Development	10,375	36,375
Risk and Safety Training Programs	13,465	30,465
	<u>27,840</u>	<u>80,840</u>
5149-001-024 PREVENTION SERVICES		
Ergonomic Training & Site Evaluation	2,945	2,945
Harassment Prevention Training	4,000	4,000
	<u>6,945</u>	<u>6,945</u>
5160-001-024 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,000	1,000
5161-001-024 MILEAGE REIMBURSEMENT		
Miscellaneous	200	200
5162-001-024 DUES AND SUBSCRIPTIONS		
Professional Organization Dues	1,000	1,000
Subscriptions, Services and Databases	500	500
	<u>1,500</u>	<u>1,500</u>
5166-001-024 OUTSIDE DUPLICATING		
Misc. Outside Duplicating	250	250

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-024 RISK MANAGEMENT</b>		
5167-001-024 ADVERTISING AND PRINTING		
Safety Training & Programs	150	150
5173-001-024 OTHER TELEPHONE		
Cellular Phone Expenses	2,000	2,000
5180-001-024 RENT		
Equipment from Outside Vendors	1,000	1,000
5190-001-024 OTHER EXPENSE		
Contingency - Safety Committee	4,000	4,000
Safety Incentive & Awards Program	1,000	1,000
Unscheduled Hazardous Materials Storage & Disposal	2,000	2,000
	7,000	7,000
 <b>TOTAL, M &amp; O</b>	 <b>70,930</b>	 <b>123,930</b>
 5125-001-024 BUILDING REPAIRS/MAINTENANCE	 13,240	 13,240
5164-001-024 EQUIPMENT EXPENSE	4,450	4,450
5165-001-024 DUPLICATING CENTER	480	1,795
5172-001-024 TELEPHONE	1,160	1,050
5175-001-024 MAIL SERVICES	215	410
5178-001-024 OFFICE AUTOMATION	7,285	8,760
5183-001-024 INSURANCE		
Property Insurance	590	570
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>27,420</b>	 <b>30,275</b>
 <b>SUBTOTAL, RISK MANAGEMENT</b>	 <b>439,255</b>	 <b>425,840</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-024 RISK MANAGEMENT</b>		
5901-001-024 ALLOCATED IN		
Human Resources	39,620	27,425
5902-001-024 ALLOCATED OUT		
Water	(21,795)	0
Wastewater	(21,795)	0
Workers' Compensation Insurance	(106,130)	(113,315)
Liability Insurance	(248,120)	(267,425)
Benefits Administration	(4,400)	(4,535)
Property Insurance	(65,545)	(67,990)
	(467,785)	(453,265)
 <b>TOTAL, RISK MANAGEMENT</b>	 <b>11,090</b>	 <b>0</b>



**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**INFORMATION SYSTEMS**

**Description:** The Information Systems Department provides technology and communications services to better coordinate and streamline City operations. Areas of responsibility include: Software and application development, support, and maintenance; geographic information development, analysis and support; and telecommunications hardware and services.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	23.0	12.0	12.0	13.0
<b>BUDGET:</b>				
Employee Services	2,157,161	1,214,576	1,260,830	1,430,640
Maintenance & Operations	477,253	101,549	133,685	133,685
Internal Service Charges	92,340	102,024	103,470	105,530
Allocations (Net)	<u>(643,930)</u>	<u>(499,314)</u>	<u>(503,945)</u>	<u>(625,970)</u>
Total Budget	2,082,823	918,835	994,040	1,043,885

**DEPARTMENT PRIORITIES**

- Administration: Ensure investments in technology continue to support the Council's desire to provide work efficiencies for staff and online access/services for the public
- Administration: Provide management, supervision and administrative support to all divisions within Information Systems as well as Duplicating, Mail and Telecom. services
- Data Processing: Implement and deploy software, hardware and services to fulfill the requirements of the Council Action Plan as it pertains to Data Processing
- Data Processing: Maintain the level of service on all supported internal & external applications
- GIS: Support public safety applications, Citywide map applications and Cityworks® Asset Management application
- GIS: Provide data collection, spatial analysis and map products for all City departments

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts
- Increase in allocations out to other funds
- Administration: Added 1 regular full-time position, which is offset 100% by an increase in allocations out to CIP
- Data Processing: Increase in duplicating internal service charges
- GIS: Increase in office automation internal service charges

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-031 INFO SYSTEMS/ADMINISTRATION</b>		
5001-001-031 REGULAR FULL-TIME		
1 Director of Information Systems	149,640	149,640
1 Department Aide	33,920	33,920
1 Division Coordinator	47,900	47,900
1 Public Safety Systems Manager	0	83,960
Budget Adjustment-MOU Agreements (12-09,12-11)	4,895	0
Adjustments:		
Pay Reductions	<u>(11,460)</u>	<u>0</u>
	224,895	315,420
5025-001-031 EMPLOYEE OVERHEAD		
Existing Staff	88,515	125,925
Budget Adjustment-MOU Agreements (12-09,12-11)	1,530	0
Adjustments:		
Pay Reductions	<u>(2,920)</u>	<u>0</u>
	87,125	125,925
5030-001-031 FLEXIBLE BENEFITS	13,070	17,715
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>325,090</b>	<b>459,060</b>
5101-001-031 OFFICE/OPERATING SUPPLIES		
ID Cards/Badge Printer Ribbons	3,000	3,000
Office Supplies	<u>1,225</u>	<u>1,225</u>
	4,225	4,225
5126-001-031 MAINTENANCE OF EQUIPMENT		
Printers	485	485
Security System Maintenance	<u>3,500</u>	<u>3,500</u>
	3,985	3,985
5131-001-031 PROFESSIONAL SERVICES/CONTRACTS		
Translation Service	10,000	10,000

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-031 INFO SYSTEMS/ADMINISTRATION</b>		
5160-001-031 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	200	200
5163-001-031 AUTO ALLOWANCE		
Director of Information Systems	5,100	5,100
5173-001-031 OTHER TELEPHONE		
Cellular Telephone Expenses	2,200	2,200
<b>TOTAL, M &amp; O</b>	<b>25,710</b>	<b>25,710</b>
5125-001-031 BUILDING REPAIRS/MAINTENANCE	58,340	58,340
5165-001-031 DUPLICATING CENTER	475	260
5172-001-031 TELEPHONE	2,055	1,840
5175-001-031 MAIL SERVICES	200	220
5178-001-031 OFFICE AUTOMATION	6,130	6,375
5183-001-031 INSURANCE		
Liability Insurance	3,910	3,710
Property Insurance	860	830
	4,770	4,540
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>71,970</b>	<b>71,575</b>
<b>SUBTOTAL, INFO SYSTEMS/ADMINISTRATION</b>	<b>422,770</b>	<b>556,345</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-031 INFO SYSTEMS/ADMINISTRATION</b>		
5902-001-031 ALLOCATED OUT		
Water	(21,760)	(22,725)
Wastewater	(14,425)	(15,215)
Capital Improvement Projects	<u>0</u>	<u>(126,780)</u>
	(36,185)	(164,720)
 <b>TOTAL, INFO SYSTEMS/ADMINISTRATION</b>	 <b>386,585</b>	 <b>391,625</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-032 INFO SYSTEMS/DATA PROCESSING</b>		
5001-001-032 REGULAR FULL-TIME		
1 Applications Development Manager	102,410	102,410
1 Programmer Analyst I/II	58,395	58,395
1 Public Safety Systems Analyst	72,930	72,930
2 Systems Analyst I/II's	169,360	169,360
1 Web Design Technician II	51,615	51,615
Budget Adjustment-MOU Agreements (12-09,12-11)	9,620	0
Adjustments:		
Pay Reductions	(22,490)	0
	441,840	454,710
5020-001-032 OVERTIME		
Miscellaneous Overtime	1,000	1,000
5025-001-032 EMPLOYEE OVERHEAD		
Existing Staff	179,700	185,030
Overtime	40	30
Budget Adjustment-MOU Agreements (12-09,12-11)	3,080	0
Adjustments:		
Pay Reductions	(5,730)	0
	177,090	185,060
5030-001-032 FLEXIBLE BENEFITS	25,390	25,390
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>645,320</b>	<b>666,160</b>
5101-001-032 OFFICE/OPERATING SUPPLIES		
Assessor Tapes	500	500
Office Supplies	2,500	2,500
	3,000	3,000
5126-001-032 MAINTENANCE OF EQUIPMENT		
Laser Printers	1,000	1,000
Server Maintenance	6,000	6,000
	7,000	7,000

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-032 INFO SYSTEMS/DATA PROCESSING</b>		
5160-001-032 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,000	1,000
5162-001-032 DUES AND SUBSCRIPTIONS		
Trade Publications	205	205
5173-001-032 OTHER TELEPHONE		
Cellular Telephone Expenses	1,200	1,200
5193-001-032 SOFTWARE		
HRMS Portal Pack	3,450	3,450
Oracle Support License	34,500	34,500
PS Extended Enterprise Re-License	14,000	14,000
PS Portal Re-License	14,000	14,000
Software Annual Re-license	6,000	6,000
	71,950	71,950
<b>TOTAL, M &amp; O</b>	<b>84,355</b>	<b>84,355</b>
5165-001-032 DUPLICATING CENTER	85	1,535
5172-001-032 TELEPHONE	2,315	2,070
5178-001-032 OFFICE AUTOMATION	12,335	12,670
5183-001-032 INSURANCE		
Liability Insurance	4,630	4,370
Property Insurance	860	830
	5,490	5,200
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>20,225</b>	<b>21,475</b>
<b>SUBTOTAL, INFO SYSTEMS/DATA PROCESSING</b>	<b>749,900</b>	<b>771,990</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-032 INFO SYSTEMS/DATA PROCESSING</b>		
5902-001-032 ALLOCATED OUT		
Community Services/Recreation	(3,920)	(4,030)
Water	(211,640)	(215,820)
Canal	(1,580)	(1,580)
Lakes	(1,705)	(1,330)
Wastewater	(94,765)	(92,495)
Stormwater	(760)	(710)
	<u>(314,370)</u>	<u>(315,965)</u>
 <b>TOTAL, INFO SYSTEMS/DATA PROCESSING</b>	 <b>435,530</b>	 <b>456,025</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-035 GEOGRAPHIC INFORMATION SYSTEMS</b>		
5001-001-035 REGULAR FULL-TIME		
1 Geographic Information Systems Manager	84,235	84,235
1 GIS Analyst	72,930	76,575
1 GIS Tech I/II	49,125	49,620
Budget Adjustment-MOU Agreements (12-08,12-09,12-11)	5,005	0
Adjustments:		
Pay Reductions	<u>(11,140)</u>	<u>0</u>
	200,155	210,430
5025-001-035 EMPLOYEE OVERHEAD		
Existing Staff	82,870	86,160
Budget Adjustment-MOU Agreements (12-08,12-09,12-11)	1,550	0
Adjustments:		
Pay Reductions	<u>(2,840)</u>	<u>0</u>
	81,580	86,160
5030-001-035 FLEXIBLE BENEFITS		
Existing Staff	8,685	8,830
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>290,420</b>	<b>305,420</b>
5101-001-035 OFFICE/OPERATING SUPPLIES		
General Office Supplies	500	500
Plotter Supplies	<u>1,500</u>	<u>1,500</u>
	2,000	2,000
5126-001-035 MAINTENANCE OF EQUIPMENT		
Plotter Service Contract	500	500
5160-001-035 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,500	1,500
5161-001-035 MILEAGE REIMBURSEMENT		
Miscellaneous	300	300

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-035 GEOGRAPHIC INFORMATION SYSTEMS</b>		
5162-001-035 DUES AND SUBSCRIPTIONS	300	300
5193-001-035 SOFTWARE		
GIS Software Maintenance Agreement	19,020	19,020
<b>TOTAL, M &amp; O</b>	<b>23,620</b>	<b>23,620</b>
5165-001-035 DUPLICATING CENTER	80	5
5172-001-035 TELEPHONE	770	690
5178-001-035 OFFICE AUTOMATION	7,370	8,840
5183-001-035 INSURANCE		
Liability Insurance	2,195	2,115
Property Insurance	860	830
	<u>3,055</u>	<u>2,945</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>11,275</b>	<b>12,480</b>
<b>SUBTOTAL, GEOGRAPHIC INFORMATION SYSTEMS</b>	<b>325,315</b>	<b>341,520</b>
5902-001-035 ALLOCATED OUT		
Water	(53,685)	(58,115)
Wastewater	(53,685)	(58,115)
Capital Improvement Projects	(46,020)	(29,055)
	<u>(153,390)</u>	<u>(145,285)</u>
<b>TOTAL, GEOGRAPHIC INFORMATION SYSTEMS</b>	<b>171,925</b>	<b>196,235</b>



**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**LIBRARY**

**Description:** The Escondido Public Library is a community-focused library that meets the informational, educational, and recreational needs of a diverse public. The Library staff provides information, quality service and programs in a welcoming environment. The Library offers a broad collection and an information network based on current technology.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	27.0	24.0	24.0	24.0
Regular Part-Time (FTE)	0.8	0.8	0.8	0.8
Temporary Part-Time (FTE)	20.3	19.3	19.3	20.5
Department Total	<u>48.1</u>	<u>44.1</u>	<u>44.1</u>	<u>45.3</u>
<b>BUDGET:</b>				
Employee Services	2,458,579	2,303,552	2,433,935	2,614,770
Maintenance & Operations	245,057	263,265	278,325	330,985
Internal Service Charges	402,639	604,164	542,370	585,430
Allocations	0	0	5,480	(5,560)
Total Budget	<u>3,106,275</u>	<u>3,170,981</u>	<u>3,260,110</u>	<u>3,525,625</u>

**DEPARTMENT PRIORITIES**

- Upgrade the library's aging integrated computer system with completed data migration and implementation by Spring 2014
- Develop a 3 year technology plan to provide for the rapid pace of technology in order to meet the present and future needs of the community
- Continue to advance technology for public use with web-based resources and more e-Books
- Operate the new Technology Center in the East Valley Community Center to meet the public's basic computing needs
- Participate in the Project Management Team to create a conceptual design for a phased approach for the proposed Library expansion

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts
- Reorganization of positions
- Added new technology center costs
- Increase in maintenance of equipment and professional services
- Increase in office automation internal service charges

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-104 LIBRARY</b>		
5001-001-104 REGULAR FULL-TIME		
1 Director of Library and Community Services	0	126,910
1 City Librarian	96,000	0
1 Division Coordinator	45,620	45,620
1 Deputy City Librarian	80,400	92,860
4 Librarian I/II's	223,720	237,255
3 Library Associates	122,090	131,570
2 Library Customer Service Supervisors	105,870	112,275
2 Library Technicians	98,310	101,720
1 Literacy Services Coordinator	67,720	68,400
1 Principal Librarian	0	74,200
3 Senior Librarians	196,870	205,200
5 Senior Library Associates	237,500	254,290
1 Senior Library Customer Service Supervisor	58,470	0
Bilingual Pay	6,500	6,500
Budget Adjustment-MOU Agreements (12-07,12-08,12-09,12-11)	62,925	0
Budget Adjustment-Reorganization of City Services (12-10)	20,235	0
Adjustments:		
Pay Reductions	<u>(79,565)</u>	<u>0</u>
	1,342,665	1,456,800
5003-001-104 REGULAR PART TIME		
1 Library Volunteer Coordinator (0.75)	35,970	38,145
Adjustments:		
Pay Reductions	<u>(2,390)</u>	<u>0</u>
	33,580	38,145
5004-001-104 TEMPORARY PART-TIME		
1 Graphics Technician	18,160	18,160
2 Department Specialists - Security (42 hrs weekly)	25,395	25,335
2 Department Specialists - Tech Center (30 hours weekly)	0	20,280
1 Department Specialist	0	16,075
3 Librarians	66,005	66,665
4 Circulation Assistants	46,300	44,840
5 Library Pages	45,620	45,620
10 Library Associates	184,835	171,495
Bilingual Pay	600	600
	<u>386,915</u>	<u>409,070</u>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
<b>001-104 LIBRARY</b>		
5020-001-104 OVERTIME		
Overtime	1,500	1,500
5025-001-104 EMPLOYEE OVERHEAD		
Existing Staff	592,690	641,810
Temporary Positions	37,490	33,910
Overtime/Bilingual Pay	2,865	2,095
Budget Adjustment-MOU Agreements (12-07,12-08,12-09,12-11)	18,970	0
Budget Adjustment-Reorganization of City Services (12-10)	9,745	0
Adjustments: Pay Reductions	(20,880)	0
	640,880	677,815
5030-001-104 FLEXIBLE BENEFITS		
Existing Staff	26,690	31,440
Budget Adjustment-Reorganization of City Services (12-10)	1,705	0
	28,395	31,440
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>2,433,935</b>	<b>2,614,770</b>
5101-001-104 OFFICE/OPERATING SUPPLIES		
Book Jackets, Postage, Art, Computer Supplies, Misc.	15,000	17,000
5126-001-104 MAINTENANCE OF EQUIPMENT		
Automated Renewal	2,740	3,300
Calendar/Room Reserve Agreement	3,240	3,240
Cataloging System	18,500	18,500
Digital Microfilm Reader	0	835
Filtering/Internet Management	2,000	4,000
Firewall Internal Connections	0	5,000
Library Computer Maintenance Agreement	41,270	45,000
Mailing Equipment Service Agreement	2,440	2,440
Main Library Security System	3,875	4,200
Maintenance on ILS Server	0	800

(continued on next page)

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-104 LIBRARY</b>		
5126-001-104 MAINTENANCE OF EQUIPMENT (continued)		
Micro Fiche Reader Maintenance	1,560	0
Office Machine Maintenance	1,550	1,550
Other Equipment Repairs	4,000	4,000
Public Computer Station Licenses	0	7,000
Public Computer Station Replacement	0	20,000
Security Camera Site License & Maintenance (Tech Center)	0	270
Self Checkout Maintenance Agreement	7,500	7,500
	88,675	127,635
5131-001-104 PROFESSIONAL SERVICES/CONTRACTS		
Internet Access	9,000	12,900
5159-001-104 OTHER MAIL		
Postage	5,000	5,000
5160-001-104 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	150	150
5162-001-104 DUES AND SUBSCRIPTIONS		
Serra Membership	6,070	6,070
Califa Purchasing Consortium	400	400
	6,470	6,470
5163-001-104 AUTO ALLOWANCE		
Director of Library and Community Services	0	5,100
Budget Adjustment-Reorganization of City Services (12-10)	2,550	0
	2,550	5,100
5166-001-104 OUTSIDE DUPLICATING		
Library Brochure, Cards, Stationary	450	450
5167-001-104 ADVERTISING AND PRINTING		
Miscellaneous	100	100

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-104 LIBRARY</b>		
5170-001-104 UTILITIES		
Gas/Electric	99,630	99,630
Tech Center	0	7,000
Mathes Center (50%)	7,640	7,640
Annex	2,230	2,230
	<u>109,500</u>	<u>116,500</u>
5173-001-104 OTHER TELEPHONE		
Call Processing/Repairs	150	150
Cell Phones	380	380
	<u>530</u>	<u>530</u>
5190-001-104 OTHER EXPENSE		
Volunteer Recognition	2,000	2,000
5193-001-104 SOFTWARE		
Computer Software Maintenance & Subscriptions	38,900	37,150
<b>TOTAL, M &amp; O</b>	<b>278,325</b>	<b>330,985</b>
5125-001-104 BUILDING REPAIRS/MAINTENANCE	237,755	237,755
5164-001-104 EQUIPMENT EXPENSE	14,230	14,230
5165-001-104 DUPLICATING CENTER	18,850	18,350
5172-001-104 TELEPHONE	24,580	23,905
5178-001-104 OFFICE AUTOMATION	171,540	213,185
5183-001-104 INSURANCE		
Liability Insurance	36,965	40,040
Property Insurance	38,450	37,965
	<u>75,415</u>	<u>78,005</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>542,370</b>	<b>585,430</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-104 LIBRARY</b>		
<b>SUBTOTAL, LIBRARY</b>	<b>3,254,630</b>	<b>3,531,185</b>
5901-001-104 ALLOCATED IN		
Community Services/Administration-Support	10,960	40,340
Budget Adjustment-Reorganization of City Services (12-10)	<u>(5,480)</u>	<u>0</u>
	5,480	40,340
5902-001-104 ALLOCATED OUT		
Community Services-Director	0	(45,900)
<b>TOTAL, LIBRARY</b>	<b>3,260,110</b>	<b>3,525,625</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**OLDER ADULT SERVICES**

**Description:** The Older Adult Services Division reviews older adult services needs and issues and provides support and technical assistance to a coalition of community agencies and organizations. Also, staff and volunteers at the Joslyn Senior Center provide social, recreational, social services, nutrition, transportation, and other assistance programs to older adults in order to enhance their health, welfare, and quality of life.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	2.0	2.0	3.0	3.0
Regular Part-Time (FTE)	0.6	0.6	0.0	0.0
Temporary Part-Time (FTE)	0.2	0.2	1.3	0.4
Department Total	<u>2.8</u>	<u>2.8</u>	<u>4.3</u>	<u>3.4</u>
<b>BUDGET:</b>				
Employee Services	222,244	253,732	248,235	233,700
Maintenance & Operations	86,390	91,650	86,470	84,545
Capital	0	59,482	0	0
Internal Service Charges	286,824	301,332	293,030	292,705
Allocations (net)	0	(49,992)	(23,275)	13,375
Total Budget	<u>595,459</u>	<u>656,204</u>	<u>604,460</u>	<u>624,325</u>

**DEPARTMENT PRIORITIES**

- Provide a community center for mature adults where they can enhance their lives through activity, life-long learning, volunteer and social interaction
- Provide a well maintained and aesthetically pleasing community center that is available for use/rent by organizations/groups that serve seniors as well as diverse ages, City departments and local businesses
- Increase facility rentals
- Build partnerships that will be beneficial to the mature adult community of Escondido and the Escondido Senior Center

**MAJOR BUDGET IMPACTS**

- Reorganization of positions including the elimination of 1 temp. part-time position
- Increase in net allocations

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-105 OLDER ADULT SERVICES</b>		
5001-001-105 REGULAR FULL-TIME		
1 Older Adult Services Manager	84,420	73,350
1 Program Administrator	69,855	0
1 Program Coordinator	0	59,015
1 Administrative Aide (60% 105, 40% CDBG Projects)	19,385	0
1 Customer Service Rep I/II (60% 105, 40% CDBG Projects)	0	22,175
Budget Adjustment-MOU Agreements (12-08,12-11)	5,490	0
Budget Adjustment-Reorganization of City Services (12-10)	(21,725)	0
Adjustments:		
Pay Reductions	(8,285)	0
	149,140	154,540
5004-001-105 TEMPORARY PART-TIME		
1 Senior Service Aide w/PARS - Dance Program	3,000	8,000
1 Department Specialist	22,500	0
	25,500	8,000
5025-001-105 EMPLOYEE OVERHEAD		
Existing Staff	69,450	66,755
Temporary Positions	1,340	270
Budget Adjustment-MOU Agreements (12-08,12-11)	1,700	0
Budget Adjustment-Reorganization of City Services (12-10)	(2,920)	0
Adjustments:		
Pay Reductions	(2,110)	0
	67,460	67,025
5030-001-105 FLEXIBLE BENEFITS		
Flexible Benefits	7,995	4,135
Budget Adjustment-Reorganization of City Services (12-10)	(1,860)	0
	6,135	4,135
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>248,235</b>	<b>233,700</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-105 OLDER ADULT SERVICES</b>		
5101-001-105 OFFICE/OPERATING SUPPLIES		
General Office Supplies	2,500	1,500
General Operating Supplies	5,150	4,000
	7,650	5,500
5126-001-105 MAINTENANCE OF EQUIPMENT		
Equipment Repair	500	500
Printer/FAX Service Contracts	250	250
	750	750
5131-001-105 PROFESSIONAL SERVICES/CONTRACTS		
Building (Security, Maintenance)	3,000	3,000
Entertainment for Quarterly Events	500	500
Piano Tuning	400	400
Saturday Night Dances	5,000	4,200
Budget Adjustment-Transfer from Joslyn Trust Fund (12-06)	3,250	0
	12,150	8,100
5160-001-105 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,200	1,200
5162-001-105 DUES AND SUBSCRIPTIONS		
Newspapers	800	865
Professional Organization Dues	290	0
	1,090	865
5170-001-105 UTILITIES		
Gas and Electric/Buildings	52,950	60,000
Gas and Electric/Shuffleboard Court	9,210	0
	62,160	60,000

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-105 OLDER ADULT SERVICES</b>		
5173-001-105 OTHER TELEPHONE		
ATEL Repair Expenses	200	200
Cellular Phone Expenses	1,270	0
	<u>1,470</u>	<u>200</u>
5525-001-105 LOAN PRINCIPAL EXPENSE		
SDG&E Energy Projects Loan	0	7,930
<b>TOTAL, M &amp; O</b>	<b>86,470</b>	<b>84,545</b>
5125-001-105 BUILDING REPAIRS/MAINTENANCE	255,795	255,795
5165-001-105 DUPLICATING CENTER	11,750	11,455
5172-001-105 TELEPHONE	8,605	9,580
5175-001-105 MAIL SERVICES	965	765
5178-001-105 OFFICE AUTOMATION	7,455	6,375
5183-001-105 INSURANCE		
Liability Insurance	3,460	3,935
Property Insurance	5,000	4,800
	<u>8,460</u>	<u>8,735</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>293,030</b>	<b>292,705</b>
<b>SUBTOTAL, OLDER ADULT SERVICES</b>	<b>627,735</b>	<b>610,950</b>
5901-001-105 ALLOCATED IN		
Budget Adjustment-Reorganization of City Services (12-10)	16,000	0
Community Services/Administration	0	33,945
	<u>16,000</u>	<u>33,945</u>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-105 OLDER ADULT SERVICES</b>		
5902-001-105 ALLOCATED OUT		
Community Services/Administration	(60,375)	0
Successor Agency-Housing	0	(20,570)
Budget Adjustment-Reorganization of City Services (12-10)	<u>21,100</u>	<u>0</u>
	(39,275)	(20,570)
<b>TOTAL, OLDER ADULT SERVICES</b>	<b>604,460</b>	<b>624,325</b>



**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**SENIOR NUTRITION CENTER**

**Description:** The Senior Nutrition Center improves the nutrition and health of older adults in Escondido as well as reducing their isolation and loneliness.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Temporary Part-Time (FTE)	1.8	1.7	1.7	1.7
<b>BUDGET:</b>				
Employee Services	40,891	42,057	40,775	39,575
Maintenance & Operations	183,915	214,004	231,560	203,585
Capital	0	5,867	0	0
Internal Service Charges	5,184	5,808	6,290	6,490
Total Budget	<u>229,990</u>	<u>267,736</u>	<u>278,625</u>	<u>249,650</u>

**DEPARTMENT PRIORITIES**

- Provide a nutrition program at the Escondido Senior Center Park Avenue Café where low and moderate income seniors (ages 60+) can enjoy a nutritious well-balanced meal
- Provide transportation for isolated seniors (ages 60+) to gain access to the nutrition program to improve their physical health as well as their emotional health through social interaction and center services
- Build partnerships that will benefit the older adult community of Escondido, specifically those that dine at the Park Avenue Café
- Maintain in good standing with the San Diego County nutrition grant that assists in funding the nutrition program including meals and transportation for seniors (ages 60+)

**MAJOR BUDGET IMPACTS**

- Decrease in professional services

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-107 SENIOR NUTRITION CENTER</b>		
5004-001-107 TEMPORARY PART-TIME		
Department Specialist	16,280	21,705
Senior Service Aides	<u>18,250</u>	<u>11,290</u>
	34,530	32,995
5025-001-107 EMPLOYEE OVERHEAD		
Temporary Positions (with PARS)	1,565	385
Temporary Positions (with PERS)	<u>4,680</u>	<u>6,195</u>
	6,245	6,580
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>40,775</b>	<b>39,575</b>
5101-001-107 OFFICE/OPERATING SUPPLIES		
General Operating Supplies	6,570	6,880
Sanitizer Chemical Service	650	650
Soft Water Service	<u>1,090</u>	<u>1,090</u>
	8,310	8,620
5126-001-107 MAINTENANCE OF EQUIPMENT		
Appliances/Grease Trap	1,750	1,750
Refrigeration/Freezers	<u>1,200</u>	<u>2,000</u>
	2,950	3,750
5131-001-107 PROFESSIONAL SERVICES/CONTRACTS		
Meal Contract	88,895	88,895
Meal Delivery	2,520	2,520
Transportation Contract	95,400	95,400
Budget Adjustment-Providing Meals (08-07)	<u>29,185</u>	<u>0</u>
	216,000	186,815
5160-001-107 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,200	1,200

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-107 SENIOR NUTRITION CENTER</b>		
5190-001-107 OTHER EXPENSE		
Laundry Service	3,100	3,200
<b>TOTAL, M &amp; O</b>	<b>231,560</b>	<b>203,585</b>
5172-001-107 TELEPHONE	2,715	3,025
5178-001-107 OFFICE AUTOMATION	1,245	1,275
5183-001-107 INSURANCE		
Liability Insurance	1,725	1,610
Property Insurance	605	580
	<u>2,330</u>	<u>2,190</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>6,290</b>	<b>6,490</b>
<b>TOTAL, SENIOR NUTRITION CENTER</b>	<b>278,625</b>	<b>249,650</b>



**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**PLANNING**

**Description:** The Planning Division assists in maintaining and improving the quality of life and the environment through the General Plan Implementation Program and the development review process.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	12.0	12.0	12.0	13.0
Regular Part-Time (FTE)	0.5	0.5	0.5	0.5
Temporary Part-Time (FTE)	0.9	0.9	0.9	0.9
Department Total	<u>13.4</u>	<u>13.4</u>	<u>13.4</u>	<u>14.4</u>
<b>BUDGET:</b>				
Employee Services	1,159,511	1,160,413	1,247,825	1,343,820
Maintenance & Operations	53,949	50,415	74,290	74,290
Capital	0	0	12,000	0
Internal Service Charges	135,384	154,440	164,425	173,495
Allocations (Net)	<u>(147,448)</u>	<u>(157,755)</u>	<u>(187,460)</u>	<u>(222,605)</u>
Total Budget	<u>1,201,396</u>	<u>1,207,513</u>	<u>1,311,080</u>	<u>1,369,000</u>

**DEPARTMENT PRIORITIES**

- Process land use entitlements
- Maintain and amend the General Plan and Zoning Code
- Process environmental clearance for private projects, City Capital Improvement Programs and other public projects
- Continue the comprehensive update of the City's General Plan
- Participate in special planning projects, including annexations, census, staffing boards, commissions and SANDAG

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts
- Added 1 regular full-time position
- Decrease in capital outlay
- Increase in duplicating internal service charges
- Increase in allocations out to other funds

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-200 PLANNING</b>		
5001-001-200 REGULAR FULL-TIME		
1 Director of Community Development	133,225	133,225
1 Administrative Coordinator	54,225	54,225
2 Assistant Planner I/II's	125,850	130,205
1 Associate Planner	70,385	71,090
3 Department Assistants	111,035	113,990
2 Development Technician I/II's	55,585	107,055
2 Principal Planners	175,005	175,005
1 Senior Graphics/GIS Technician	59,855	60,455
Bilingual Pay	1,950	3,900
Budget Adjustment-MOU Agreements (12-07,12-08,12-09,12-11)	26,120	0
Adjustments:		
Pay Reductions	<u>(44,395)</u>	<u>0</u>
	768,840	849,150
5003-001-200 REGULAR PART-TIME		
1 GIS/Graphics Technician I (.50)	24,565	24,810
Adjustments:		
Pay Reductions	<u>(1,640)</u>	<u>0</u>
	22,925	24,810
5004-001-200 TEMPORARY PART-TIME	18,000	18,000
5020-001-250 OVERTIME	3,000	3,000
5025-001-200 EMPLOYEE OVERHEAD		
Existing Staff	407,975	417,020
Temporary Part-Time/Bilingual Pay/Overtime	2,075	1,820
Budget Adjustment-MOU Agreements (12-07,12-08,12-09,12-11)	7,975	0
Adjustments:		
Pay Reductions	<u>(12,855)</u>	<u>0</u>
	405,170	418,840
5030-001-200 FLEXIBLE BENEFITS	29,890	30,020
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,247,825</b>	<b>1,343,820</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-200 PLANNING</b>		
5101-001-200 OFFICE/OPERATING SUPPLIES		
Boards and Commissions Supplies	775	775
General Office Supplies	5,575	5,575
Graphic Supplies/Blue Prints	1,650	1,650
	8,000	8,000
5126-001-200 MAINTENANCE OF EQUIPMENT		
Maintenance/Repair for Computers, Printers, FAX, Monitors, TV, VCR and Color Printer	3,500	3,500
Other Small Equipment Maintenance	1,000	1,000
Typewriter Maintenance	500	500
	5,000	5,000
5131-001-200 PROFESSIONAL SERVICES/CONTRACTS		
California Department of Fish & Game Filing Fee	8,540	8,540
Contract Consultant Services (Priority Projects)	1,000	1,000
County Assessor Fees	2,500	2,500
Planning Commissioner & Design Review Board Stipend	16,800	16,800
Temporary Clerical Help	550	550
	29,390	29,390
5160-001-200 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,000	2,000
5161-001-200 MILEAGE REIMBURSEMENT		
Miscellaneous	500	500
5162-001-200 DUES AND SUBSCRIPTIONS		
American Institute of Certified Planners	740	740
American Planning Association Dues	1,840	1,840
Trade Publications	420	420
	3,000	3,000
5163-001-200 AUTO ALLOWANCE		
Director of Community Development	5,100	5,100

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-200 PLANNING</b>		
5167-001-200 ADVERTISING AND PRINTING		
Legal Advertising/Printing	10,000	10,000
5173-001-200 OTHER TELEPHONE		
Cellular Phone Service	1,500	1,500
5193-001-200 SOFTWARE		
CRW Planning Trakit	7,800	7,800
Graphics Software Upgrades	2,000	2,000
	9,800	9,800
<b>TOTAL, M &amp; O</b>	<b>74,290</b>	<b>74,290</b>
5206-001-300 COMPUTER EQUIPMENT		
Graphics Network Computer Server	12,000	0
<b>TOTAL, CAPITAL</b>	<b>12,000</b>	<b>0</b>
5125-001-200 BUILDING REPAIRS/MAINTENANCE	71,830	71,830
5164-001-200 EQUIPMENT EXPENSE	3,115	3,115
5165-001-200 DUPLICATING CENTER	22,425	34,955
5172-001-200 TELEPHONE	6,425	5,755
5175-001-200 MAIL SERVICES	14,475	13,155
5178-001-200 OFFICE AUTOMATION	28,405	27,880

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-200 PLANNING</b>		
5183-001-200 INSURANCE		
Liability Insurance	12,585	11,835
Property Insurance	5,165	4,970
	<u>17,750</u>	<u>16,805</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>164,425</b>	<b>173,495</b>
<b>SUBTOTAL, PLANNING</b>	<b>1,498,540</b>	<b>1,591,605</b>
5902-001-200 ALLOCATED OUT		
Water	(73,225)	(79,580)
Wastewater	(73,225)	(79,580)
Capital Improvement Projects/Public Works	(14,475)	(15,915)
Budget Adjustment-Reorganization of City Services (12-10)	(26,535)	0
Successor Agency - Housing	0	(39,965)
Public Art	0	(7,565)
	<u>(187,460)</u>	<u>(222,605)</u>
<b>TOTAL, PLANNING</b>	<b>1,311,080</b>	<b>1,369,000</b>



**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**CODE ENFORCEMENT**

**Description:** The Code Enforcement Division is responsible for the protection of life, health, safety and property through the enforcement of codes and standards for the maintenance and regulation of property, buildings and structures in the City of Escondido. The Code Enforcement Division also enforces the requirements for the licensing of all persons conducting business within the City of Escondido.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	7.0	7.0	8.0	8.0
Temporary Part-Time (FTE)	9.9	9.9	9.9	9.9
Department Total	<u>16.9</u>	<u>16.9</u>	<u>17.9</u>	<u>17.9</u>
<b>BUDGET:</b>				
Employee Services	712,592	724,432	889,510	912,700
Maintenance & Operations	23,570	58,806	78,665	63,665
Internal Service Charges	188,460	193,992	179,970	190,920
Allocations (Net)	<u>(114,240)</u>	<u>(118,944)</u>	<u>(134,910)</u>	<u>(142,610)</u>
Total Budget	<u>810,382</u>	<u>858,286</u>	<u>1,013,235</u>	<u>1,024,675</u>

**DEPARTMENT PRIORITIES**

- Participate in statewide Abandoned Vehicle Abatement Program (AVA) to remove inoperative, abandoned and dismantled vehicles from private properties
- Process applications, approvals, renewals and issuances of business licenses for businesses operating within the City of Escondido
- Enforce Title 25 in all mobilehome parks located within the City of Escondido
- Enforce the Shopping Cart Containment Plan including retrieval of abandoned shopping carts
- Implements the City Council Action Plan pertaining to image and appearance

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts
- Decrease in minor office equipment
- Increase in office automation internal service charges
- Increase in allocations out to other funds

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-250 CODE ENFORCEMENT</b>		
5001-001-250 REGULAR FULL-TIME		
1 Code Enforcement Manager	80,595	80,595
1 Code Enforcement Assistant I/II	33,610	35,620
1 Code Enforcement Associate	67,720	68,400
1 Code Enforcement Officer II	59,855	58,980
2 Customer Service Representative I/ II's	76,850	85,060
2 Senior Code Enforcement Officers	138,830	133,295
Bilingual Pay	4,550	3,250
Budget Adjustment-MOU Agreements (12-07,12-08,12-11)	17,235	0
Adjustments:		
Pay Reductions	(29,205)	0
	450,040	465,200
5004-001-250 TEMPORARY PART-TIME		
Temporary AVA Officer	25,000	25,000
Temporary Officers	160,000	160,000
Temporary Staff	12,000	12,000
	197,000	197,000
5020-001-250 OVERTIME	2,000	2,000
5025-001-250 EMPLOYEE OVERHEAD		
Existing Staff	209,000	223,225
Temporary Part-Time/Bilingual Pay/Overtime	23,805	14,295
Budget Adjustment-MOU Agreements (12-07,12-08,12-11)	5,270	0
Adjustments:		
Pay Reductions	(8,680)	0
	229,395	237,520
5030-001-250 FLEXIBLE BENEFITS	11,075	10,980
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>889,510</b>	<b>912,700</b>
5101-001-250 OFFICE/OPERATING SUPPLIES		
Office Supplies	11,000	11,000
Uniforms	1,200	1,200
	12,200	12,200

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-250 CODE ENFORCEMENT</b>		
5126-001-250 MAINTENANCE OF EQUIPMENT		
Computer/ Monitor Repair Maintenance	2,000	2,000
Laser Printer & Color Printer Maintenance	1,000	1,000
	3,000	3,000
5131-001-250 PROFESSIONAL SERVICES/CONTRACTS		
AB 925 Program	1,000	1,000
Abatement: Substandard Buildings	5,115	5,115
Attire Contract	3,500	3,500
Title Reports	500	500
	10,115	10,115
5160-001-250 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,500	2,500
5162-001-250 DUES AND SUBSCRIPTIONS		
Professional Organization Dues	1,500	1,500
Trade Publications	350	350
	1,850	1,850
5167-001-250 ADVERTISING AND PRINTING		
Business Cards	200	200
Business License Forms/Applications, etc.	1,000	1,000
Council Work Program Projects	400	400
Standard Forms/Notice of Violations	400	400
	2,000	2,000
5173-001-250 OTHER TELEPHONE		
Cellular Phone Service	6,000	6,000
Wireless Service (Ipad TraKit)	4,000	4,000
	10,000	10,000
5193-001-250 SOFTWARE		
Case Tracking Software Maintenance (CRW)	22,000	22,000

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-250 CODE ENFORCEMENT</b>		
5194-001-250 MINOR OFFICE EQUIPMENT		
Ipad 2's w/accessories (13)	15,000	0
<b>TOTAL, M &amp; O</b>	<b>78,665</b>	<b>63,665</b>
5125-001-250 BUILDING REPAIRS/MAINTENANCE	30,030	30,030
5164-001-250 EQUIPMENT EXPENSE	49,800	49,800
5165-001-250 DUPLICATING CENTER	7,380	5,630
5172-001-250 TELEPHONE	5,140	4,605
5174-001-250 RADIO COMMUNICATIONS	5,160	5,120
5175-001-250 MAIL SERVICES	32,960	33,390
5178-001-250 OFFICE AUTOMATION	21,035	34,725
5183-001-250 INSURANCE		
Liability Insurance	26,615	25,840
Property Insurance	1,850	1,780
	28,465	27,620
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>179,970</b>	<b>190,920</b>
<b>SUBTOTAL, CODE ENFORCEMENT</b>	<b>1,148,145</b>	<b>1,167,285</b>
5902-001-250 ALLOCATED OUT		
Water	(93,740)	(99,285)
Wastewater	(41,170)	(43,325)
	(134,910)	(142,610)
<b>TOTAL, CODE ENFORCEMENT</b>	<b>1,013,235</b>	<b>1,024,675</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**BUILDING**

**Description:** The Building Division protects life and property through the application and enforcement of codes and standards for the construction and maintenance of buildings and structures in the City.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	7.0	7.0	7.0	7.0
<b>BUDGET:</b>				
Employee Services	664,007	671,646	712,090	751,030
Maintenance & Operations	50,030	55,352	91,570	103,570
Capital	0	0	12,000	0
Internal Service Charges	82,536	91,200	92,030	90,910
Allocations (Net)	<u>(156,852)</u>	<u>(163,836)</u>	<u>(164,530)</u>	<u>(177,530)</u>
Total Budget	639,721	654,362	743,160	767,980

**DEPARTMENT PRIORITIES**

- Administer and enforce building codes that regulate the construction, use and maintenance of all buildings and structures within the City
- Review plans and related documents for buildings and structures to verify compliance with state and locally adopted codes and ordinances
- Inspect new construction, as well as remodeled buildings, ensuring that the buildings meet minimum health and safety standards
- Issue building permits to the public

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts
- Increase in operating supplies for building code books and reference materials
- Decrease in office equipment/capital outlay
- Increase in allocations out to other funds

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-300 BUILDING</b>		
5001-001-300 REGULAR FULL-TIME		
1 Building Official	95,900	93,305
2 Building Inspector II's	132,140	127,260
1 Deputy Building Official	74,880	87,720
2 Development Technician II's	111,165	112,275
1 Sr. Building Inspector	72,930	73,660
Bilingual Pay	2,600	3,250
Certification Pay	7,500	7,500
Budget Adjustment-MOU Agreements (12-07,12-08,12-11)	14,435	0
Adjustments:		
Pay Reductions	(29,665)	0
	481,885	504,970
5020-001-300 OVERTIME	5,000	5,000
5025-001-300 EMPLOYEE OVERHEAD		
Existing Staff	214,435	225,865
Overtime/Bilingual Pay/Certification Pay	3,135	3,240
Budget Adjustment-MOU Agreements (12-07,12-08,12-11)	4,370	0
Adjustments:		
Pay Reductions	(8,265)	0
	213,675	229,105
5030-001-300 FLEXIBLE BENEFITS	11,530	11,955
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>712,090</b>	<b>751,030</b>
5101-001-300 OFFICE/OPERATING SUPPLIES		
Disaster Damage Assessment Supplies	500	500
General Office Supplies	4,000	4,000
International Building Safety Week	300	300
Building Code Books and Reference Materials	200	12,200
	5,000	17,000

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-300 BUILDING</b>		
5126-001-300 MAINTENANCE OF EQUIPMENT		
Computer/Monitor Maintenance Repair	2,500	2,500
Office Equipment Maintenance	800	800
	3,300	3,300
5131-001-300 PROFESSIONAL SERVICES/CONTRACTS		
Attire Contract	1,200	1,200
Esgil/Plan Check, General	50,000	50,000
Temporary Building Inspector/Contract Services	11,520	11,520
	62,720	62,720
5160-001-300 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	5,000	5,000
5162-001-300 DUES AND SUBSCRIPTIONS		
ICBO Certificates/Renewals	500	500
ICBO Evaluation Report Service	150	150
Professional Organization Dues	1,200	1,200
Trade Publications	100	100
	1,950	1,950
5167-001-300 ADVERTISING AND PRINTING		
Forms, Business Cards, Correction Notices, Stop Work, Etc.	1,500	1,500
5173-001-300 OTHER TELEPHONE		
Cellular Phone Service	3,100	3,100
Wireless Service (Ipad TraKit)	1,200	1,200
	4,300	4,300
5193-001-300 SOFTWARE		
Permit Tracking Software Maintenance (CRW)	7,800	7,800
<b>TOTAL, M &amp; O</b>	<b>91,570</b>	<b>103,570</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-300 BUILDING</b>		
5205-001-300 OFFICE FURNITURE & EQUIPMENT		
Microfiche Reader/Printer	12,000	0
<b>TOTAL, CAPITAL</b>	<b>12,000</b>	<b>0</b>
5125-001-300 BUILDING REPAIRS/MAINTENANCE	29,705	29,705
5164-001-300 EQUIPMENT EXPENSE	22,175	22,175
5165-001-300 DUPLICATING CENTER	4,755	4,125
5172-001-300 TELEPHONE	3,855	3,450
5175-001-300 MAIL SERVICES	680	870
5178-001-300 OFFICE AUTOMATION	17,390	17,845
5183-001-300 INSURANCE		
Liability Insurance	11,640	10,980
Property Insurance	1,830	1,760
	13,470	12,740
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>92,030</b>	<b>90,910</b>
<b>SUBTOTAL, BUILDING</b>	<b>907,690</b>	<b>945,510</b>
5902-001-300 ALLOCATED OUT		
Water	(82,265)	(88,765)
Wastewater	(82,265)	(88,765)
	(164,530)	(177,530)
<b>TOTAL, BUILDING</b>	<b>743,160</b>	<b>767,980</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**ENGINEERING**

**Description:** The Engineering Division coordinates engineering review of private development projects, planning applications, and environmental studies; designs and administers bidding of all capital improvement projects; inspects all public construction projects, including those initiated by private developments; and administers all traffic and transportation projects, including those for traffic signals.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	23.0	24.0	25.0	24.0
Temporary Part-Time (FTE)	5.5	5.5	7.3	7.7
Department Total	<u>28.5</u>	<u>29.5</u>	<u>32.3</u>	<u>31.7</u>
<b>BUDGET:</b>				
Employee Services	2,522,790	2,656,304	2,884,350	2,873,045
Maintenance & Operations	241,777	218,469	263,820	219,580
Internal Service Charges	363,660	394,368	431,315	418,490
Allocations (Net)	<u>(1,618,049)</u>	<u>(1,549,475)</u>	<u>(1,555,140)</u>	<u>(1,572,480)</u>
Total Budget	<u>1,510,178</u>	<u>1,719,666</u>	<u>2,024,345</u>	<u>1,938,635</u>

**DEPARTMENT PRIORITIES**

- Design, bid and construct 5 major Capital Improvement Projects
- Improve the appearance of City owned properties by developing an annual inspection process for City leased properties
- Develop a budget and draft a Long Range Property Management Plan for Successor Agency-Redevelopment Properties
- Streamline the permit process by making Trakit software available to the public
- Implement pavement management plan by resurfacing 5% of the City's streets

**MAJOR BUDGET IMPACTS**

- Reorganization of positions
- Decrease in professional services
- Decrease in amount for property lease
- Decrease in insurance internal service charges
- Increase in allocation out to other funds

**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Line Item Detail**

	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
<b>001-402 ENGINEERING</b>		
5001-001-402 REGULAR FULL-TIME		
1 Director of Public Works/Engineering	141,020	155,120
1 Assistant Director of Public Works/Engineering	120,865	120,865
2 Administrative Assistants	69,825	77,185
1 Administrative Coordinator	54,225	56,940
1 Assistant City Engineer	102,465	102,465
3 Associate Engineers	340,060	250,275
1 Design & Construction Projects Manager	102,300	79,050
1 Department Assistant	39,335	39,335
1 Development Technician I/II	52,935	56,140
2 Engineer II's	153,240	154,775
1 Engineer Tech I/II	0	61,355
6 Field Engineering Inspector I/II's	304,810	372,885
1 Field Engineering Supervisor	78,265	0
1 Parks and Open Space Administrator	78,265	78,265
1 Parks and Open Space Supervisor (to 103)	71,150	0
1 Principal Engineer	0	96,530
1 Real Property Manager	98,690	98,690
Bilingual Pay	7,150	3,250
Budget Adjustment-MOU Agreements (12-07,12-08,12-09,12-11)	62,150	0
Budget Adjustment-Reorganization of City Services (12-10)	61,670	0
Adjustments:		
Pay Reductions	(107,470)	0
	1,830,950	1,803,125
5004-001-402 TEMPORARY PART-TIME		
Department Specialists (Real Property & CIP Projects)	187,340	153,910
Budget Adjustment-Reorganization of City Services (12-10)	(40,520)	0
	146,820	153,910
5020-001-402 OVERTIME	50,000	50,000
5025-001-402 EMPLOYEE OVERHEAD		
Existing Staff	759,535	786,875
Temporary Positions	25,220	24,790
Overtime/Bilingual Pay	4,525	2,630
Budget Adjustment-MOU Agreements (12-07,12-08,12-09,12-11)	19,080	0

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**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-402 ENGINEERING</b>		
5025-001-402 EMPLOYEE OVERHEAD (continued)		
Budget Adjustment-Reorganization of City Services (12-10)	23,390	0
Adjustments:		
Pay Reductions	(31,540)	0
	800,210	814,295
5030-001-402 FLEXIBLE BENEFITS		
Existing Staff	53,840	51,715
Budget Adjustment-Reorganization of City Services (12-10)	2,530	0
	56,370	51,715
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>2,884,350</b>	<b>2,873,045</b>
5101-001-402 OFFICE/OPERATING SUPPLIES		
Bond Paper/Mylar Rolls (Design)	1,000	1,000
CTSS Supplies	1,000	1,000
Drafting Supplies	500	500
Field Engineering Uniforms	2,500	2,500
General Office Supplies	2,200	2,200
Imaging Fees (Office)	1,500	1,500
LMD Supplies	500	500
Personal Computer Supplies	750	750
Plotter Supplies (Paper/Pens)	1,500	1,500
Printer Paper	1,250	1,250
Safety Items	500	500
Sepia Prints - Subdivisions	500	500
Small Tools/Field Office	1,000	1,000
Survey Crew Supplies	1,000	1,000
Transportation & Community Safety Commission	500	500
	16,200	16,200
5126-001-402 MAINTENANCE OF EQUIPMENT		
Microfiche Reader/Printer	600	600
Office Equipment	500	500
PC Repairs	500	500
Printer/Plotter Service Contract	1,350	1,350
Survey Equipment Maintenance	850	850
	3,800	3,800

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-402 ENGINEERING</b>		
5131-001-402 PROFESSIONAL SERVICES/CONTRACTS		
Appraisal Services	4,000	4,000
Engineering Services	108,000	71,750
Laboratory Soil Testing	3,000	3,000
SANDAG Traffic Model	1,500	1,500
Temporary Help-Employment Service	1,000	1,000
RAMS Annual Maintenance to SANDAG	0	11,000
Traffic Counts	3,000	3,000
	120,500	95,250
5160-001-402 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	4,000	4,000
Notary Training	550	550
	4,550	4,550
5161-001-402 MILEAGE REIMBURSEMENT		
Miscellaneous	1,000	1,000
5162-001-402 DUES AND SUBSCRIPTIONS		
American Public Works Association	500	500
California Parks and Recreation Society	300	0
Professional Organization Dues	1,020	1,100
Technical Publications	400	400
	2,220	2,000
5163-001-402 AUTO ALLOWANCE		
Director of Public Works/Engineering	5,100	5,100
Assistant Director of Public Works/Engineering	5,100	5,100
	10,200	10,200
5166-001-402 OTHER DUPLICATING		
CIP Plans	3,000	3,000
Outside Copying	500	500
	3,500	3,500
5173-001-402 OTHER TELEPHONE		
Mobile Telephone Expenses	30,000	25,000

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-402 ENGINEERING</b>		
5180-001-402 RENT		
Property Lease	50,000	35,280
5190-001-402 OTHER EXPENSES		
County of San Diego Vector Control	2,800	2,400
Professional Engineering Registration Fee	750	600
Real Estate Taxes	6,500	6,500
	<u>10,050</u>	<u>9,500</u>
5193-001-402 SOFTWARE		
Autocad Licenses	2,500	2,500
Misc. Software	300	300
Trakit Annual Maintenance Fee	7,000	7,500
	<u>9,800</u>	<u>10,300</u>
5194-001-402 MINOR OFFICE EQUIPMENT		
Ergonomic Studies/Supplies	500	1,500
Laptop Replacement	0	1,500
Video Conferencing	1,500	0
	<u>2,000</u>	<u>3,000</u>
<b>TOTAL, M &amp; O</b>	<b>263,820</b>	<b>219,580</b>
5125-001-402 BUILDING REPAIRS/MAINTENANCE	167,285	167,285
5164-001-402 EQUIPMENT EXPENSE	76,410	76,410
5165-001-402 DUPLICATING CENTER	13,465	12,835
5172-001-402 TELEPHONE	59,515	63,095
5174-001-402 RADIO COMMUNICATIONS	2,150	2,135
5175-001-402 MAIL SERVICES	2,765	2,260
5178-001-402 OFFICE AUTOMATION	44,550	45,725

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-402 ENGINEERING</b>		
5183-001-402 INSURANCE		
Liability Insurance	54,920	38,885
Property Insurance	10,255	9,860
	<u>65,175</u>	<u>48,745</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>431,315</b>	<b>418,490</b>
<b>SUBTOTAL, ENGINEERING</b>	<b>3,579,485</b>	<b>3,511,115</b>
5901-001-402 ALLOCATED IN		
Successor Agency-Housing	20,690	20,805
5902-001-402 ALLOCATED OUT		
Landscape Maintenance District	(132,665)	(80,800)
Water	(49,200)	(56,060)
Wastewater	(42,030)	(48,505)
Stormwater	(164,320)	(162,040)
Building Maintenance	0	(10,760)
Fleet	0	(10,760)
Capital Improvement Projects	(1,153,145)	(1,224,360)
Budget Adjustment-Reorganization of City Services (12-10)	(34,470)	0
	<u>(1,575,830)</u>	<u>(1,593,285)</u>
<b>TOTAL, ENGINEERING</b>	<b>2,024,345</b>	<b>1,938,635</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**MAINTENANCE/STREETS & PARKS**

**Description:** The Maintenance division maintains and repairs City streets, i.e., signs, street lights, traffic signals, sidewalks, curbs, flood control channels, and public buildings; removes graffiti; provides dispatching for all field maintenance operations; and maintains all City communications equipment and the corporation yard, as well as maintaining the City's parks, open spaces, high school athletic fields, and street trees.

**BUDGET SUMMARY**

	2010-11 Actual	2011-12 Actual	2012-13 Revised	2013-14 Budget
<b>STAFFING:</b>				
Regular Full-Time	54.0	54.0	54.0	55.0
Temporary Part-Time (FTE)	11.4	11.4	14.0	17.1
Department Total	<u>65.4</u>	<u>65.4</u>	<u>68.0</u>	<u>72.1</u>
<b>BUDGET:</b>				
Employee Services	4,706,844	4,658,934	5,102,210	5,388,025
Maintenance & Operations	2,541,912	2,734,482	2,666,010	2,598,615
Capital	0	74,376	0	0
Internal Service Charges	1,346,688	1,330,548	1,245,640	1,258,235
Allocations (Net)	<u>(1,324,529)</u>	<u>(1,339,386)</u>	<u>(1,322,060)</u>	<u>(1,489,840)</u>
Total Budget	<u>7,270,915</u>	<u>7,458,954</u>	<u>7,691,800</u>	<u>7,755,035</u>

**DEPARTMENT PRIORITIES**

- Streets: Provide safety to our customers by maintaining traffic signals and street lights
- Streets: Keep roads and sidewalks in a safe and clean condition, which includes asphalt and concrete repairs, street striping and sign maintenance
- Streets: Continue to remove graffiti in a timely manner, as well as provide training and volunteer opportunities
- Streets: Maintain the storm drain systems in accordance with state mandated standards
- Parks: Provide professional and quality maintenance services to the citizens of Escondido with an emphasis on City appearance
- Parks: Perform landscape and irrigation maintenance at all City facilities
- Parks: Maintain all trees located in City parks

**MAJOR BUDGET IMPACTS**

- Reorganization of positions
- Increase in employee services due to negotiated union contracts
- Increase in allocations out to other funds
- Streets: 1 position moved to Parks, increase in temporary part-time
- Streets: Added SDG&E energy projects loan
- Streets: Increase in insurance internal service charges
- Parks: 1 position moved from Streets and 1 position moved from Engineering, increase in temporary part-time
- Parks: Decrease in utilities and water
- Parks: Decrease in insurance internal service charges

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-403 MAINTENANCE/STREETS</b>		
5001-001-403 REGULAR FULL-TIME		
1 Deputy Director of Public Works/Operations	99,910	108,180
2 Department Assistants	64,725	77,705
4 Electricians/Streets	246,785	254,060
11 Lead Maintenance Technicians	599,480	597,370
1 Maintenance and Operations Coordinator	50,355	50,355
3 Maintenance Supervisors	203,165	206,670
11 Maintenance Tech I/II's	511,540	532,340
1 Senior Safety Analyst	59,965	72,930
4 Senior Maintenance Technicians	240,620	236,205
1 Streets and Parks Maintenance Superintendent (to 103)	82,160	0
Bilingual Pay	13,000	11,700
Crew Leader Pay	4,000	4,000
Budget Adjustment-MOU Agreements (09-10,12-07,12-09,12-11)	63,015	0
Adjustments:		
Pay Reductions	(96,715)	0
	2,142,005	2,151,515
5004-001-403 TEMPORARY PART-TIME		
Temporary Part-Time (with PARS)	149,070	186,620
Temporary Part-Time (with PERS)	59,400	39,990
Department Specialist	40,260	42,680
	248,730	269,290
5020-001-403 OVERTIME		
Overtime	219,365	219,365
July 4th Fireworks	3,000	3,000
Standby Pay	37,700	37,700
	260,065	260,065
5025-001-403 EMPLOYEE OVERHEAD		
Existing Staff	1,082,760	1,061,690
Temporary Positions (with PARS)	14,995	8,770
Temporary Positions (with PERS)	29,110	11,935
Overtime/Bilingual Pay/Crew Leader Pay	19,155	14,995

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**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
<b>001-403 MAINTENANCE/STREETS</b>		
5025-001-403 EMPLOYEE OVERHEAD (continued)		
Standby Pay	545	545
Budget Adjustment-MOU Agreements (09-10,12-07,12-09,12-11)	19,445	0
Adjustments: Pay Reductions	(27,770)	0
	1,138,240	1,097,935
5030-001-403 FLEXIBLE BENEFITS	28,070	25,020
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>3,817,110</b>	<b>3,803,825</b>
5101-001-403 OFFICE/OPERATING SUPPLIES		
Building Maintenance	6,500	6,500
City Appearance/Re-vegetation	50,000	50,000
City Owned Property Maintenance	5,000	5,000
Concrete	30,110	32,000
Drainage Supplies	12,000	12,000
Electrical Supplies	43,600	40,000
General Office Supplies	3,500	3,850
Hot/Cold Mix Asphalt	0	25,000
Light Bulb Replacement	12,000	10,000
Property Damage Contingency	16,000	16,000
Safety Supplies	10,000	10,000
Street Cleaning Supplies	4,000	4,000
Street Maintenance Supplies	45,000	45,000
Street Right-of-Way Maintenance	10,000	10,000
Traffic Safety Supplies	30,000	30,000
	277,710	299,350
5126-001-403 MAINTENANCE OF EQUIPMENT		
Office Equipment	2,000	2,000
5131-001-403 PROFESSIONAL SERVICES/CONTRACTS		
9th Avenue Median Maintenance	4,000	4,000
Auto Parkway Median Maintenance	4,000	4,000

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**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-403 MAINTENANCE/STREETS</b>		
5131-001-403 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Auto Pkwy ROW Maintenance (By Del Dios School)	8,000	8,000
Bear Valley Parkway Maintenance	16,000	16,000
Caltrans/Signal Maintenance	35,000	29,500
Centre City Parkway Maintenance	148,000	148,000
Chestnut & Juniper Lot Maintenance	900	900
Citracado Parkway Maintenance	9,400	9,400
Concrete Repairs	22,300	20,000
Downtown Sidewalk Cleaning	6,000	6,000
East Valley Pkwy - Las Brisas (West) Maintenance	1,400	1,400
East Valley Pkwy Median Maintenance (Rose & Midway)	2,100	2,100
East Valley Pkwy/Bear Valley Pkwy Median Maintenance	35,500	35,500
El Norte Median Maintenance	23,600	23,600
Electric Maintenance	15,000	15,000
Eleventh Avenue Median Maintenance	1,200	1,200
Fence Repair	10,000	10,000
Fifth & Grape Median Maintenance	2,300	2,300
Freeway Closure-Christmas Parade	8,500	8,500
Grand Avenue Median Maintenance	12,000	12,000
Guard Rails	3,000	3,000
Hidden Trails Slope Maintenance	12,000	12,000
Los Arboles Maintenance	1,500	1,500
Mission Avenue Median Maintenance	1,700	1,700
North CCP Maintenance	8,000	8,000
Pest Control	6,000	6,000
Printer Service	500	500
Queen Califia Landscape Maintenance	1,300	0
Security Systems	1,000	1,000
Sprinter Bike Trail Maintenance	22,000	20,000
Storm Drain Repair & Maintenance	15,000	13,000
Street Tree Maintenance	12,490	15,000
Sweeping	30,565	25,000
Third Avenue Median Maintenance	1,500	1,500
Third, Beech and Date Maintenance	2,200	2,200
Underground Service Alert	3,000	3,000
Uniforms	15,000	13,000
Valley Pkwy Medians at Gateway/La Terraza Maintenance	5,300	5,300
Vegetation Removal	8,190	8,000
Via Rancho Pkwy/Bear Valley Pkwy Median Maintenance	18,000	18,000
Washington Hills Maintenance	8,000	8,000
Weed Mowing	7,100	7,100
West Valley Pkwy Medians & Parkway Maintenance	13,000	13,000
2nd and Quince Landscape Maintenance	4,100	4,100

(continued on next page)

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
<b>001-403 MAINTENANCE/STREETS</b>		
5131-001-403 PROFESSIONAL SERVICES/CONTRACTS (continued)		
South Escondido Blvd. (6th - 15th) Landscape Maintenance	1,200	1,200
Various Small Right-of-Ways	7,500	7,500
Police/Fire Headquarters Landscaping	11,700	11,700
Downtown Parking Lots Maintenance	8,000	0
	594,045	567,700
5160-001-403 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	700	2,500
5161-001-403 MILEAGE REIMBURSEMENT		
Miscellaneous	100	1,500
5162-001-403 DUES & SUBSCRIPTIONS		
Miscellaneous Publications	500	1,500
5166-001-403 OTHER DUPLICATING	200	500
5170-001-403 UTILITIES	1,056,000	1,056,000
5171-001-403 WATER		
Water Service-Other Agencies	32,000	32,000
5173-001-403 OTHER TELEPHONE		
Cellular Phone Expenses	17,000	17,000
5180-001-403 RENT		
Miscellaneous Equipment	26,415	26,415
5190-001-403 OTHER EXPENSE		
Landscape Maintenance District Assessment	5,760	5,760

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-403 MAINTENANCE/STREETS</b>		
5525-001-403 LOAN PRINCIPAL EXPENSE		
SDG&E Energy Projects Loan	0	11,020
<b>TOTAL, M &amp; O</b>	<b>2,012,430</b>	<b>2,023,245</b>
5125-001-403 BUILDING REPAIRS/MAINTENANCE	42,720	42,720
5164-001-403 EQUIPMENT EXPENSE	568,345	568,345
5165-001-403 DUPLICATING CENTER	12,560	11,420
5172-001-403 TELEPHONE	18,125	16,995
5174-001-403 RADIO COMMUNICATIONS	17,825	18,200
5175-001-403 MAIL SERVICES	4,660	4,885
5178-001-403 OFFICE AUTOMATION	34,190	36,400
5183-001-403 INSURANCE		
Liability Insurance	190,295	208,110
Property Insurance	5,910	6,255
	196,205	214,365
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>894,630</b>	<b>913,330</b>
<b>SUBTOTAL, MAINTENANCE/STREETS</b>	<b>6,724,170</b>	<b>6,740,400</b>
5901-001-403 ALLOCATED IN		
Community Services/Administration	21,915	0
Budget Adjustment-Reorganization of City Services (12-10)	(10,960)	0
	10,955	0

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-403 MAINTENANCE/STREETS</b>		
5902-001-403 ALLOCATED OUT		
Vehicle Parking District	(68,975)	(67,300)
Water	(476,895)	(477,915)
Wastewater	(306,650)	(307,330)
Stormwater	(350,995)	(351,675)
Building Maintenance	(71,950)	0
Fleet Services	(68,505)	0
Capital Improvement Projects	<u>0</u>	<u>(155,085)</u>
	(1,343,970)	(1,359,305)
 <b>TOTAL, MAINTENANCE/STREETS</b>	 <b>5,391,155</b>	 <b>5,381,095</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-103 MAINTENANCE/PARKS</b>		
5001-001-103 REGULAR FULL-TIME		
1 Parks & Open Sp. Superindendent/Administrator (from 403)	0	82,160
2 Lead Maintenance Technicians	108,995	109,540
1 Maintenance Supervisor	64,495	68,400
8 Maintenance Technician I/II's	378,640	383,605
1 Parks & Open Space Supervisor (from 402)	0	71,865
4 Senior Maintenance Technicians	240,620	241,820
Bilingual Pay	7,800	8,450
Budget Adjustment-MOU Agreements (09-10,12-07)	22,535	0
Adjustments:		
Pay Reductions	(34,620)	0
	788,465	965,840
5004-001-103 TEMPORARY PART-TIME		
Maintenance Trainees (with PARS)	12,380	53,320
Pool Maintenance	19,500	19,995
	31,880	73,315
5020-001-103 OVERTIME	28,365	28,365
5025-001-103 EMPLOYEE OVERHEAD		
Existing Staff	426,045	496,335
Temporary Positions	7,120	7,520
Overtime/Bilingual Pay	4,140	3,855
Budget Adjustment-MOU Agreements (09-10,12-07)	6,885	0
Adjustments:		
Pay Reductions	(9,930)	0
	434,260	507,710
5030-001-103 FLEXIBLE BENEFITS	2,130	8,970
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,285,100</b>	<b>1,584,200</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-103 MAINTENANCE/PARKS</b>		
5101-001-103 OFFICE/OPERATING SUPPLIES		
Ball Field Light Bulbs	7,000	7,000
City Appearance/Re-vegetation	20,000	20,000
Fertilizer/Pesticides/Supplies (CFA)	9,500	9,500
Grounds Maintenance	73,445	73,445
Plant Material/Irrigation Supplies	64,175	64,175
Pool Supplies	18,000	18,000
Trees	7,000	7,000
Pool Permits (from 5162)	500	500
Hazmat Permits	880	880
Recycled Water System Inspections	2,000	2,000
	202,500	202,500
5131-001-103 PROFESSIONAL SERVICES/CONTRACTS		
Contract Cleaning - Queen Califia's Magical Circle	5,000	4,200
Daley Ranch Maintenance/Biological Monitoring	30,000	30,000
Grove Park Maintenance	20,000	20,000
Park Sweeping Contract	10,200	7,800
Pest Control	7,800	7,800
Ryan Park Maintenance	39,000	39,000
Uniforms	6,000	6,000
	118,000	114,800
5160-001-103 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,000	1,000
5162-001-103 DUES AND SUBSCRIPTIONS		
CA Parks/Recreation Society (CPRS)	280	280
Pesticide Applicators - License Fee	300	790
	580	1,070
5170-001-103 UTILITIES		
Utilities	296,000	230,000

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-103 MAINTENANCE/PARKS</b>		
5171-001-103 WATER		
Water Service-Other Agencies	20,000	10,000
5173-001-103 OTHER TELEPHONE		
Cell Phone Service	7,500	8,000
5180-001-103 RENT		
Equipment Rental	8,000	8,000
<b>TOTAL, M &amp; O</b>	<b>653,580</b>	<b>575,370</b>
5125-001-103 BUILDING REPAIRS/MAINTENANCE	118,825	118,825
5164-001-103 EQUIPMENT EXPENSE	169,470	169,470
5172-001-103 TELEPHONE	0	390
5174-001-103 RADIO COMMUNICATIONS	3,870	3,840
5178-001-103 OFFICE AUTOMATION	4,970	3,825
5183-001-103 INSURANCE		
Liability Insurance	44,000	39,550
Property Insurance	9,875	9,005
	<u>53,875</u>	<u>48,555</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>351,010</b>	<b>344,905</b>
<b>SUBTOTAL, MAINTENANCE/PARKS</b>	<b>2,289,690</b>	<b>2,504,475</b>
5901-001-103 ALLOCATED IN		
Community Services/Administration	21,915	0
Budget Adjustment-Reorganization of City Services (12-10)	<u>(10,960)</u>	<u>0</u>
	10,955	0

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-103 MAINTENANCE/PARKS</b>		
5902-001-103 ALLOCATED OUT		
Landscape Maintenance District	0	(51,865)
Capital Improvement Projects	<u>0</u>	<u>(78,670)</u>
	0	(130,535)
 <b>TOTAL, MAINTENANCE/PARKS</b>	 <b>2,300,645</b>	 <b>2,373,940</b>



**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**COMMUNICATIONS**

**Description:** The Communications division maintains the communications equipment for all City departments, operates the Hubbard Hill base station, and monitors the City's radio/communication system to assure compliance with federal and state regulations.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	315,129	318,952	338,945	347,195
Internal Service Charges	19,092	5,472	5,980	5,955
Allocations (Net)	<u>(353,724)</u>	<u>(335,124)</u>	<u>(344,925)</u>	<u>(353,150)</u>
Total Budget	(19,503)	(10,700)	0	0

**DEPARTMENT PRIORITIES**

- Maintain the City's communication system, including the dispatch backbone and all mobile and portable radios
- Continue to identify potential savings in service costs that can be used for radio equipment

**MAJOR BUDGET IMPACTS**

- Increase in professional services due to 12 radios added in the Wastewater fund
- Increase in allocations out to other funds

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-404 COMMUNICATIONS</b>		
5126-001-404 MAINTENANCE OF EQUIPMENT	10,000	10,000
5131-001-404 PROFESSIONAL SERVICES/CONTRACTS		
RCS Operating Cost	257,070	265,320
Motorola Service Contract	<u>55,875</u>	<u>55,875</u>
	312,945	321,195
5170-001-404 UTILITIES	16,000	16,000
<b>TOTAL, M &amp; O</b>	<b>338,945</b>	<b>347,195</b>
5125-001-404 BUILDING REPAIRS/MAINTENANCE	3,750	3,750
5172-001-404 TELEPHONE	1,960	1,945
5183-001-404 INSURANCE		
Property Insurance	270	260
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>5,980</b>	<b>5,955</b>
<b>SUBTOTAL, COMMUNICATIONS</b>	<b>344,925</b>	<b>353,150</b>
5902-001-404 ALLOCATED OUT		
Code Enforcement	(5,160)	(5,120)
Engineering	(2,150)	(2,135)
Maintenance/Streets	(17,825)	(18,200)
Maintenance/Parks	(3,870)	(3,840)
Police	(216,780)	(210,065)
Fire	(47,175)	(55,980)
Water	(13,000)	(12,805)
Lakes	(16,105)	(17,690)
Wastewater	(15,980)	(20,915)
Building Maintenance	(5,160)	(4,695)
Fleet Services	<u>(1,720)</u>	<u>(1,705)</u>
	(344,925)	(353,150)
<b>TOTAL, COMMUNICATIONS</b>	<b>0</b>	<b>0</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**RECYCLING AND WASTE REDUCTION**

**Description:** The Recycling and Waste Reduction Program promotes awareness of and participation in recycling and solid waste management programs throughout the City of Escondido.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	1.0	2.0	2.0	2.0
Temporary Part-Time (FTE)	1.9	1.9	2.6	2.8
Department Total	<u>2.9</u>	<u>3.9</u>	<u>4.6</u>	<u>4.8</u>
<b>BUDGET:</b>				
Employee Services	69,597	204,744	248,820	260,975
Maintenance & Operations	136,114	167,197	397,480	352,875
Capital	0	0	6,000	0
Internal Service Charges	15,276	16,104	23,340	22,775
Allocations	89,015	106,512	5,480	0
Total Budget	<u>310,002</u>	<u>494,557</u>	<u>681,120</u>	<u>636,625</u>

**DEPARTMENT PRIORITIES**

- Meet State and Federal Hazardous Waste Disposal Regulations by educating the public, promoting new and existing household hazardous waste programs and offering safe and legal disposal of household generated hazardous waste to Escondido residents
- Meet State Assembly Bill 939 diversion requirements by continuing, supporting and implementing residential waste reduction and recycling programs and working with Escondido's waste hauler to encourage increased diversion of commercial and industrial waste
- Meet pollution prevention requirements by continuing, supporting and implementing litter prevention and cleanup programs
- Monitor contract of franchised waste hauler to ensure compliance with contract requirements for trash and recycling collection, processing and disposal

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts and increase in temp. part-time
- Decrease in operating supplies and other expenses
- Decrease in capital outlay
- Allocation in from Recreation was eliminated

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-407 RECYCLING AND WASTE REDUCTION</b>		
5001-001-407 REGULAR FULL-TIME		
1 Management Analyst II	0	71,820
1 Senior Program Coordinator	62,850	63,480
1 Senior Librarian	71,110	0
Budget Adjustment-MOU agreements (12-07,12-08)	4,205	0
Adjustments:		
Pay Reductions	(7,640)	0
	130,525	135,300
5004-001-407 TEMPORARY PART-TIME		
Department Specialist (Intern)	16,000	0
Department Specialist w/PERS	30,000	43,260
Department Specialist	6,000	12,000
	52,000	55,260
5020-001-407 OVERTIME		
Miscellaneous	2,415	2,415
5025-001-407 EMPLOYEE OVERHEAD		
Existing Staff	49,770	51,490
Temporary Positions/Overtime	10,595	12,435
Budget Adjustment-MOU agreements (12-07,12-08)	1,280	0
Adjustments:		
Pay Reductions	(1,945)	0
	59,700	63,925
5030-001-407 FLEXIBLE BENEFITS		
Budget Adjustment-Reorganization of City Services (12-10)	2,195	4,075
	1,985	0
	4,180	4,075
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>248,820</b>	<b>260,975</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-407 RECYCLING AND WASTE REDUCTION</b>		
5101-001-407 OFFICE/OPERATING SUPPLIES		
Containers and Equipment	23,200	10,000
General Office Supplies	1,700	1,700
	24,900	11,700
5131-001-407 PROFESSIONAL SERVICES/CONTRACTS		
Household Hazardous Waste Collection	223,000	221,500
5160-001-407 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	3,500	5,000
5162-001-407 DUES & SUBSCRIPTIONS	600	500
5167-001-407 ADVERTISING AND PRINTING		
Public Education	12,500	12,500
5173-001-407 OTHER TELEPHONE		
Cellular Access	720	720
5180-001-407 RENT		
Storage Facility	1,760	1,760
5190-001-407 OTHER EXPENSE		
Beverage Recycling	20,000	20,000
Litter Removal/Composting/Curbside Recycling Programs	10,500	10,500
Recycled Product Purchases	100,000	68,695
	130,500	99,195
<b>TOTAL, M &amp; O</b>	<b>397,480</b>	<b>352,875</b>
5209-001-407 OTHER CAPITAL OUTLAY		
Map Scanner	6,000	0
<b>TOTAL, CAPITAL</b>	<b>6,000</b>	<b>0</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-407 RECYCLING AND WASTE REDUCTION</b>		
5125-001-407 BUILDING REPAIRS/MAINTENANCE	9,565	9,565
5164-001-407 EQUIPMENT EXPENSE	3,220	3,220
5165-001-407 DUPLICATING CENTER	3,575	325
5178-001-407 OFFICE AUTOMATION	2,485	5,015
5183-001-407 INSURANCE		
Liability Insurance	4,200	4,365
Property Insurance	295	285
	<u>4,495</u>	<u>4,650</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>23,340</b>	<b>22,775</b>
<b>SUBTOTAL, RECYCLING AND WASTE REDUCTION</b>	<b>675,640</b>	<b>636,625</b>
5901-001-407 ALLOCATED IN		
Community Services/Admin	10,960	0
Budget Adjustment-Reorganization of City Services (12-10)	(5,480)	0
	<u>5,480</u>	<u>0</u>
<b>TOTAL, RECYCLING AND WASTE REDUCTION</b>	<b>681,120</b>	<b>636,625</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**POLICE**

**Description:** The Police Department protects the life and property of the citizens; apprehends and prosecutes violators; deters criminal activities; recovers and returns stolen property; and enforces all laws. The citizens' right to peaceful, secure lives is always balanced against the minimum of intrusions and restrictions by the police.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	228.0	228.0	228.0	227.0
Frozen Positions	-11.0	-14.0	-13.0	-13.0
Regular Part-Time (FTE)	0.8	1.5	1.5	1.5
Temporary Part-Time (FTE)	21.2	20.6	18.3	19.2
Department Total	<u>239.0</u>	<u>236.1</u>	<u>234.8</u>	<u>234.7</u>
<b>BUDGET:</b>				
Employee Services	27,484,193	27,703,650	28,041,060	28,612,510
Maintenance & Operations	3,092,913	3,019,507	3,529,730	3,605,825
Capital	0	8,803	5,500	7,035
Internal Service Charges	3,422,215	3,766,884	3,803,560	3,897,565
Allocations (Net)	<u>(1,223,939)</u>	<u>(1,338,908)</u>	<u>(1,223,925)</u>	<u>(815,260)</u>
Total Budget	<u>32,775,383</u>	<u>33,159,936</u>	<u>34,155,925</u>	<u>35,307,675</u>

**DEPARTMENT PRIORITIES**

- Enhance quality of life through suppression, prevention and interdiction programs to reduce gang violence and graffiti
- Maintain adequate staffing levels to ensure rapid response times and efficient delivery of Police services
- Continue to improve levels of traffic safety
- Improve efficiency by integrating new and existing technology department wide

**MAJOR BUDGET IMPACTS**

- Reorganization of positions
- Increase in employee services due to negotiated union contracts, increase in temp. part-time and increase in overtime
- Increase in insurance and office automation internal service charges
- Decrease in amount allocated out to Police grants

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
<b>001-500 POLICE</b>		
5001-001-500 REGULAR FULL-TIME		
1 Chief of Police	150,000	150,000
1 Assistant Chief of Police	142,755	0
3 Administrative Assistants	118,010	119,195
1 Administrative Coordinator	54,225	54,225
15 Community Service Officers	729,315	751,205
1 Crime Analyst	62,905	62,905
1 Customer Service Representative I/II	42,360	42,785
2 Forensic Technicians	119,925	125,775
2 Police Captains	139,615	283,415
1 Police Community Outreach Liaison	48,015	0
1 Police Data Technician I/II	43,010	0
9 Police Lieutenants	1,002,125	1,002,625
133 Police Officers	9,445,390	10,388,860
1 Police Projects Specialist	43,420	39,385
1 Police Records Manager	64,100	54,555
7 Police Records Technicians	259,075	261,745
23 Police Sergeants	2,311,065	2,510,395
1 Police Services Analyst	0	63,155
1 Police Services Bureau Manager	85,290	85,290
1 Property & Evidence Supervisor	55,915	61,965
1 Public Safety Communications Manager	81,120	81,120
18 Public Safety Dispatchers I/II's	1,000,105	1,084,030
4 Public Safety Shift Supervisors	260,310	277,815
1 Sr. Crime Analyst	66,650	66,650
Acting Pay	11,400	13,095
Bilingual Pay	133,680	115,980
Float Holiday Payoff	125,000	137,150
Holiday Pay	53,635	111,915
Shift Pay	41,750	41,750
Tactical Operations Pay	20,000	19,800
POST Increases	0	5,830
Budget Adjust-MOU Agreements (7-01/09,12-08/09/11)	768,015	0
Adjustments:		
Pay Reductions	(134,890)	0
Frozen Positions:		
2 Community Services Officers	(90,410)	(94,030)
2 Police Lieutenants	(219,265)	(219,255)
8 Police Officers	(481,345)	(503,005)
1 Public Safety Dispatchers	(48,420)	(50,350)
Pay Reductions	10,805	0
	<b>16,514,655</b>	<b>17,145,975</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-500 POLICE</b>		
5003-001-500 REGULAR PART-TIME		
2 Police Services Technicians (0.75)	68,550	68,555
Pay Reductions	<u>(3,430)</u>	<u>0</u>
	65,120	68,555
5004-001-500 TEMPORARY PART-TIME		
20 Crossing Guards	163,470	176,330
2 Department Specialists	51,805	48,390
2 Department Specialists-Dispatch	42,220	42,220
3 Department Specialists-Range	54,840	54,840
5 Parking Attendants	<u>54,045</u>	<u>61,605</u>
	366,380	383,385
5020-001-500 OVERTIME		
Comp Time Contingency	60,000	60,000
Holiday Pay	85,000	85,000
Overtime	785,695	821,050
Overtime (Task Force)	42,325	39,400
Overtime for Grant Officers	47,835	72,115
Bilingual Pay	19,335	19,335
TOU Pay	<u>2,170</u>	<u>2,170</u>
	1,042,360	1,099,070
5025-001-500 EMPLOYEE OVERHEAD		
Existing Staff	10,100,915	10,063,920
Holiday, Shift Pay, Uniform, Bilingual, TOU, Acting, POST	141,420	195,590
Overtime	97,830	58,685
Grant Officers	3,195	4,305
Temporary Positions	18,025	13,035
Budget Adjustment-MOU Agreements (07-01,07-09,12-08,12-09,12-11)	165,420	0
Adjustments:		
Pay Reductions	(51,470)	0
Frozen Positions	(588,615)	(573,980)
Frozen Position Pay Reductions	<u>5,180</u>	<u>0</u>
	9,891,900	9,761,555

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
<b>001-500 POLICE</b>		
5030-001-500 FLEXIBLE BENEFITS		
Flexible Benefits	171,815	165,140
Frozen Positions	(11,170)	(11,170)
	160,645	153,970
 <b>TOTAL, EMPLOYEE SERVICES</b>	 <b>28,041,060</b>	 <b>28,612,510</b>
 5101-001-500 OFFICE/OPERATING SUPPLIES		
General Office Supplies	166,125	166,125
Grant for Hiring 8 New Police Officers	1,400	700
Reserve Officer Uniform Allowance	4,800	5,600
Uniform Allowance	26,400	139,300
	198,725	311,725
 5105-001-500 SAFETY EQUIPMENT		
Ammunition (Firearms Training)	100,925	100,925
Canine Replacement	20,610	20,610
Combined MOU/Off. Safety/SIU Safety Equipment	126,685	126,685
Dispatcher Headsets	1,115	1,500
Hard Armor/Ballistic Vests	1,000	20,000
Less Lethal Recertification Equipment	18,500	18,500
Mobile Field Force and TOU Equipment	0	7,000
Motor Helmets	1,000	1,500
Property and Evidence Refrigerator	3,000	3,000
Radar Replacement	4,700	4,700
SIG Sauer's (Replacements)/Weapons	16,300	16,300
Tactical Operations Unit Chemical Agents	5,000	5,000
TOU Explosives & Flashbang Reloads	7,200	7,200
Vehicle Equipment	2,000	2,000
Vehicle License Plate Reader Equipment	700	700
	308,735	335,620
 5126-001-500 MAINTENANCE OF EQUIPMENT		
Air Gas	200	200
Barcode Server Maintenance	500	0
Bicycles (COPPS)	1,000	1,000
Building Camera Maintenance	11,500	14,225

(continued on next page)

**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Line Item Detail**

	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
<b>001-500 POLICE</b>		
5126-001-500 MAINTENANCE OF EQUIPMENT (continued)		
CAD Maintenance (PRC)	2,900	3,000
Canine Vehicles & Equipment	1,000	1,000
Collision Reconstruction Software Maintenance	1,000	1,000
Digital Imaging Mgmt. System Maintenance	5,600	5,600
Dispatch Recorders	0	4,500
Emergency Mgmt. Dispatch Maintenance	3,150	4,835
Fax, Typewriter and Printer Maintenance (PAX)	5,200	5,200
Firearms Repair	5,000	10,000
Fitness Equipment	0	1,400
Harley Motorcycle	3,000	3,000
Headset Repair	800	1,000
Imaging System	17,675	15,000
Lab/Camera Equipment	1,000	1,000
Laptop Repair	9,000	5,000
LiveScan	3,985	3,985
Parking Cite System	3,750	3,500
Radar Repair	2,000	2,000
Radios	1,000	6,500
Speedometer Calibration	4,000	2,000
Taser Repair	2,000	2,200
Time Clocks	965	965
Traffic Scales Maintenance	300	300
Unscheduled Services/Motor Equipment	7,500	7,500
Watch Guard Firewall Maintenance	830	830
	94,855	106,740
5131-001-500 PROFESSIONAL SERVICES/CONTRACTS		
Agent Alarm Calibrations/Maintenance	400	400
Animal Control Regulation/Dead Animal Removal	938,585	955,245
ARJIS/eSUN	190,595	190,595
ARJISnet Handheld Service	11,520	12,300
Audio Visual Equipment Maintenance	0	41,270
Barcode Software Contract	2,850	15,500
Biohazard Waste Disposal/Health Permits	12,500	12,950
Broadband Service	5,595	5,595
CAD/RMS	148,010	148,010
CAL-ID	35,895	35,895
Canine Boarding and Medical Expenses	7,000	7,000
Canine Training Program	12,000	12,000
Cell Phone Download System	3,000	3,210

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**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-500 POLICE</b>		
5131-001-500 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Child Abuse & Biological Lab Exams	99,850	75,000
CLEARs Criminal Background Database	1,500	1,500
Crash Data Retrieval Membership	750	750
Credit & Background Information Services	3,500	5,700
Crime Mapping Program	0	23,615
CrimeView Technical Support (Crime Analysis)	2,500	3,000
Direct TV for Command Vehicle	630	630
DNA Tests	5,000	5,000
Document Shredding (Records)	4,000	4,000
FastTrak	200	200
Film Developing	500	500
Fingerprint Fees	35,600	35,600
Graffiti Tracking Contract	36,000	36,000
Internet Service	4,200	6,000
Investigative Fund	24,000	24,000
Lexipol	11,950	5,300
Mail/Shipping	2,000	2,000
Mobil Encryption	94,055	0
Monthly Satellite Fees	4,050	4,050
Offender Watch	7,000	7,000
Officer Crisis	9,000	9,000
On-line Crime Report System	0	6,000
Pacific Refrigeration	1,300	1,300
Parking Citations	53,000	69,000
Patrol Wireless Connectivity	115,035	115,035
Pawn Tracking System	9,000	11,000
Portable Toilets	15,900	17,015
Pre-employment Screening/Polygraph Services	1,500	2,000
Prisoner Meals	1,200	1,200
Range Wireless and Cellular Fees	5,100	1,200
Red Light Photo Enforcement Contract	517,410	256,500
Reserve Psychological Exams	750	750
SANDAG JPA	6,500	0
Surveillance Trackers	2,110	3,210
TRAK	820	0
Translation/Transcription/Mediation/Witness Fees	27,600	40,000
Vehicle Abatement	9,500	9,500
Window Tinting	1,400	1,400
	2,482,360	2,223,925

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-500 POLICE</b>		
5160-001-500 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	62,495	62,495
5161-001-500 MILEAGE REIMBURSEMENT		
Enforcement Mileage	2,000	1,000
5162-001-500 DUES AND SUBSCRIPTIONS		
Police Association Dues & Subscriptions	10,825	10,825
5167-001-500 ADVERTISING & PRINTING		
Citations and Other Forms	15,000	15,000
Regional Recruiting & Advertising	10,000	10,000
	25,000	25,000
5170-001-500 UTILITIES		
Gas & Electric	5,000	6,300
5173-001-500 OTHER TELEPHONE		
3C Network Connection and Support	1,500	1,500
CALNET 2 Line	0	10,470
Cellular Phone Service	58,000	70,000
LiveScan Phone Line	2,040	4,550
Miscellaneous Phone Installation & Replacements	1,500	6,000
SUN/CLETS	5,500	5,500
	68,540	98,020
5180-001-500 RENT		
Building Lease - Range	7,800	7,800
Credit Equipment Leases	1,115	1,115
Leased Vehicles	105,000	105,000
Tone Pagers	5,000	5,000
	118,915	118,915
5184-001-500 TUITION		
P.O.S.T. Training	40,470	40,470

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-500 POLICE</b>		
5190-001-500 OTHER EXPENSE		
Awards Dinner (Cadets)	1,600	1,600
Chaplain's Program (Association Dues & Conferences)	2,200	2,000
Emergency Operations Fund	500	500
Employee Recognition	7,000	7,000
Explorer/Cadet Program	3,200	6,800
Generator Fuel (Traffic and Range)	2,000	5,000
Reserve Program	1,500	2,000
Seals, Lettering, Striping	5,500	17,000
Special Events	2,240	4,000
Volunteer Program	4,225	4,225
Budget Adjustment-Grant for National Night Out (08-05)	1,000	0
	30,965	50,125
5193-001-500 SOFTWARE		
Altris View Mapping License	315	1,500
Command Point CAD License	2,050	3,250
CopWare/TMS (Training)	2,875	3,935
Software Licensing	19,950	19,950
	25,190	28,635
5194-001-500 MINOR OFFICE EQUIPMENT		
Advanced Authentication	0	50,000
Computer Maintenance Supplies	4,925	6,000
Desktop Computers	6,000	30,300
Laptop Computers	38,730	38,730
Laptop Upgrades	0	55,000
Replacement Modems, Antennas & Cabling	6,000	6,000
	55,655	186,030
<b>TOTAL, M &amp; O</b>	<b>3,529,730</b>	<b>3,605,825</b>
5209-001-500 OTHER CAPITAL OUTLAY		
ONSSI Replacement Server	5,500	7,035
<b>TOTAL, CAPITAL</b>	<b>5,500</b>	<b>7,035</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-500 POLICE</b>		
5125-001-500 BUILDING MAINTENANCE	547,900	547,900
5164-001-500 EQUIPMENT EXPENSE	1,706,945	1,706,945
5165-001-500 DUPLICATING CENTER	97,900	99,735
5172-001-500 TELEPHONE	85,330	80,800
5174-001-500 RADIO COMMUNICATIONS	216,780	210,065
5175-001-500 MAIL SERVICES	19,665	20,845
5178-001-500 OFFICE AUTOMATION	408,995	454,240
5183-001-500 INSURANCE		
Liability Insurance	682,225	742,100
Property Insurance	37,820	34,935
	<u>720,045</u>	<u>777,035</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>3,803,560</b>	<b>3,897,565</b>
<b>SUBTOTAL, POLICE</b>	<b>35,379,850</b>	<b>36,122,935</b>
5902-001-500 ALLOCATED OUT		
Water	(622,270)	(622,270)
Wastewater	(16,320)	(16,320)
Police Grants	(585,335)	(176,670)
	<u>(1,223,925)</u>	<u>(815,260)</u>
<b>TOTAL, POLICE</b>	<b>34,155,925</b>	<b>35,307,675</b>



**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**FIRE/EMERGENCY MANAGEMENT**

**Description:** The Fire Department serves the public and safeguards the community from the impact of fire, medical and environmental emergencies through education, emergency services and enforcement.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	97.0	96.0	123.0	124.0
Temporary Part-Time (FTE)	7.4	8.6	8.5	6.3
Department Total	<u>104.4</u>	<u>104.6</u>	<u>131.5</u>	<u>130.3</u>
<b>BUDGET:</b>				
Employee Services	14,530,004	14,943,418	15,640,005	17,729,840
Maintenance & Operations	938,395	1,069,797	1,220,300	1,217,215
Capital	0	0	165,000	0
Internal Service Charges	1,799,644	1,907,916	1,961,630	1,954,090
Allocations (Net)	<u>(588,456)</u>	<u>(588,456)</u>	<u>(588,455)</u>	<u>(588,455)</u>
Total Budget	<u>16,679,586</u>	<u>17,332,675</u>	<u>18,398,480</u>	<u>20,312,690</u>

**DEPARTMENT PRIORITIES**

- Utilize new technologies to improve department efficiencies and accountability: (1) Research web-based Records Management Systems, streamlining records management functions and Fire Prevention inspection procedures and (2) Evaluate the available data through the Computer Aided Dispatch (CAD), Patient Care Records (PCR), Records Management System (RMS) and Geographic Information Systems (GIS) to have a thorough, complete and accurate representation of the services provided to the community
- Continue to monitor and evaluate the new EMS delivery model to ensure the Fire Department is providing the best emergency services to the community
- Continue to monitor and evaluate the Cooperative EMS Division between the City of Escondido and the City of San Marcos for the desired effectiveness and efficiencies

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts, addition of 27 positions and increase in overtime
- Fire: Increase in operating supplies, maintenance of equipment, utilities and other telephone
- Fire: Decrease in telephone and insurance internal service charges
- Fire & Emergency Management: None

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
<b>001-600 FIRE</b>		
5001-001-600 REGULAR FULL-TIME		
1 Fire Chief	171,675	171,675
1 Administrative Assistant	35,680	36,035
1 Administrative Coordinator	44,615	50,370
1 Deputy Fire Marshal	81,030	81,030
1 Fire Admin Services Manager	79,540	79,540
3 Fire Battalion Chiefs	350,295	350,295
24 Fire Captains	1,992,910	2,364,795
2 Fire Division Chiefs	275,155	275,155
24 Fire Engineers	1,677,625	2,016,995
3 Fire Prevention Specialists	132,825	186,505
39 Firefighter/Paramedics	2,784,120	2,884,490
24 Non-Safety Paramedics	0	666,465
Bilingual Pay	47,400	48,900
Holiday Pay	307,535	399,200
Paramedic Recertification Pay	18,900	17,550
Paramedic Mentor/Preceptor Pay	10,000	15,000
TOU Pay	4,800	4,800
Certification/Education Pay	30,800	16,700
Longevity Stipend	0	18,000
Budget Adjustment-MOU Agreements (09-06,12-08,12-09,12-11)	152,135	0
Budget Adj-Additional Staffing and Equipment (11-05,11-06)	285,665	0
Adjustments:		
Pay Reductions	(43,665)	0
	8,439,040	9,683,500
5004-001-600 TEMPORARY PART-TIME		
Department Specialist - Administrative Aide	13,415	13,550
Department Specialist - Weed Abatement	12,480	0
EMS Clerical Support	17,680	17,680
Fire Prevention Specialist	31,200	0
Fire Service Officer	8,840	8,840
	83,615	40,070
5020-001-600 OVERTIME		
Battalion Chief Non-Scheduled Hours	55,000	55,000
Constant-Staffing Program	2,014,185	1,987,100
Fire Suppression Compensatory Time Payoff	13,000	13,000

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**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-600 FIRE</b>		
5020-001-600 OVERTIME(continued)		
FLSA	173,365	173,365
Paramedic Program - Regular Overtime	0	164,510
Pay Reduction-Battalion Chiefs	(5,960)	0
Budget Adj-Additional Staffing and Equipment (11-05,11-06)	33,835	0
	2,283,425	2,392,975
5025-001-600 EMPLOYEE OVERHEAD		
Existing Staff	4,054,435	5,081,675
Bilingual/Overtime/Holiday & Special Pays	346,410	373,415
Temporary Positions	14,520	1,360
TOU Pay	1,905	1,910
Certification/Education Pay	12,935	6,640
Longevity Stipend	0	7,160
Budget Adjustment-MOU Agreements (09-06,12-08,12-09,12-11)	62,575	0
Budget Adj-Additional Staffing and Equipment (11-05,11-06)	219,300	0
Adjustments:		
Pay Reductions	(13,860)	0
	4,698,220	5,472,160
5030-001-600 FLEXIBLE BENEFITS		
Existing Staff	40,005	51,425
Budget Adjustment-MOU Agreements (12-11)	4,670	0
	44,675	51,425
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>15,548,975</b>	<b>17,640,130</b>
5101-001-600 OFFICE/OPERATING SUPPLIES		
American Heart Association Guidelines	6,570	0
Awards & Volunteer Recognition/Badges	2,000	2,000
Building & Grounds Maintenance Supplies	2,800	9,300
Chaplain Program	500	500
CPR & PAD Training Supplies	2,000	2,000
EMS Supplies	167,000	203,000
Exercise Equipment	4,000	4,000

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**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-600 FIRE</b>		
5101-001-600 OFFICE/OPERATING SUPPLIES (continued)		
Explorer Program	2,000	2,000
Fire Prevention/Investigation Supplies	1,000	1,000
Honor Guard Program	500	500
Laundry	2,000	2,000
Office Supplies	14,875	17,375
Oxygen and Related Supplies	8,500	9,000
Pharmaceutical Supplies	27,000	38,000
Public Education Equipment/Supplies	2,000	1,000
Replacement Uniforms (Part-Time Employees)	550	600
Station Supplies	17,325	20,325
Training Props and Materials	9,700	12,700
Uniform Allowance	67,850	79,550
Volunteer Program	4,000	4,000
Budget Adj-Additional Staffing and Equipment (11-05,11-06)	10,500	0
	352,670	408,850
5105-001-600 SAFETY EQUIPMENT		
Communication Equipment	7,000	7,000
Fire Engine Equipment	8,500	9,500
Fire Hose	7,000	7,000
Fire Truck Equipment	2,500	2,500
Firefighting Foam	4,000	4,000
Paramedic Equipment	12,000	15,600
Personal Protective Equipment	51,435	66,850
Safety Glasses	3,500	4,550
SCBA Equipment	7,800	10,200
TOU Equipment	1,000	2,000
Budget Adj-Additional Staffing and Equipment (11-05,11-06)	95,000	0
	199,735	129,200
5126-001-600 MAINTENANCE OF EQUIPMENT		
Carpet Cleaning for Stations	4,000	4,500
Compressor Maintenance & Testing	1,500	2,000
EKG Monitors Maintenance Agreement	14,300	14,300
Exhaust Removal System Maintenance	3,000	3,500
Fire Equipment Repair	12,000	12,000
Gurney Maintenance Program	7,000	8,000
Hose & Ladder Testing	13,000	13,000
O2 Maintenance Program	3,500	4,000

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**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-600 FIRE</b>		
5126-001-600 MAINTENANCE OF EQUIPMENT (continued)		
Paramedic Equipment Repair	1,000	1,000
SCBA Repair & Maintenance	5,000	8,060
Station Alerting System Maintenance	3,000	3,000
Station Equipment Repair	4,200	4,900
Technology Maintenance	1,000	1,500
	72,500	79,760
5131-001-600 PROFESSIONAL SERVICES/CONTRACTS		
Controlled Substance Regulated Waste Contract	1,200	1,200
EMS Coordinator Management Agreement	119,725	119,725
Haz Incident Response Team (HIRT) Program	109,890	107,890
PAD Program Physician Oversight	150	150
Unified Disaster Council (UDC) Membership	4,650	4,705
Weed Abatement Contractor	25,000	25,000
FireStats Consultant	12,000	12,000
RMS - Target Safety	7,000	9,840
	279,615	280,510
5148-001-600 PERMITS		
EPA Permit	1,750	2,150
Hazardous Materials	2,500	2,500
	4,250	4,650
5160-001-600 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	9,000	11,500
5162-001-600 DUES AND SUBSCRIPTIONS		
Fire Administration/Management Publications/Associations	1,085	1,085
Fire EMS Publications/Associations	900	2,300
Fire Prevention Code Books/Publications/Associations	1,000	3,500
Fire Suppression Publications/Associations	550	650
	3,535	7,535
5167-001-600 ADVERTISING AND PRINTING		
Business Cards	1,000	1,050
Fire Prevention Forms	1,500	1,500

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**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-600 FIRE</b>		
5167-001-600 ADVERTISING AND PRINTING (continued)		
Forms Upgrades and Revisions	500	500
Public Educational Materials	200	500
	<u>3,200</u>	<u>3,550</u>
5170-001-600 UTILITIES		
Gas and Electric	127,000	146,835
Budget Adj-Additional Staffing and Equipment (11-05,11-06)	6,610	0
	<u>133,610</u>	<u>146,835</u>
5171-001-600 WATER		
Water Service-Other Agencies	9,000	11,225
Budget Adj-Additional Staffing and Equipment (11-05,11-06)	740	0
	<u>9,740</u>	<u>11,225</u>
5173-001-600 OTHER TELEPHONE		
Cardiac Alert Phones	1,800	2,080
Cellular Phones (Admin & Prevention)	7,000	7,000
EMS/RMS	10,200	10,200
Wireless Internet Card	9,000	17,000
EMS Tablet	0	2,500
Budget Adj-Additional Staffing and Equipment (11-05,11-06)	1,750	0
	<u>29,750</u>	<u>38,780</u>
5184-001-600 TUITION		
Regional Fire Technology Courses (Level 1)	4,500	4,500
Regional Fire Technology Courses (Level II)	4,500	4,500
Tuition Palomar College Agreement	20,400	20,400
	<u>29,400</u>	<u>29,400</u>
5190-001-600 OTHER EXPENSE		
Advanced Cardiac Life Support Skills Testing	850	850
Paramedic Licensing & Re-accreditation Fees	7,500	8,680
Pediatric Advanced Life Support Re-Accreditation	100	0
Budget Adj-Additional Staffing and Equipment (11-05,11-06)	1,500	0
	<u>9,950</u>	<u>9,530</u>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-600 FIRE</b>		
5193-001-600 SOFTWARE		
Constant Staffing Software Maintenance & Tech Support	5,515	5,515
EMS Software Maintenance & Tech Support	8,000	8,000
GIS Software Maintenance & Tech Support	500	500
Regional Mapping Project Software Maint & Tech Support	5,000	5,000
RMS Software Maintenance & Tech Support	1,350	1,350
	<u>20,365</u>	<u>20,365</u>
5194-001-600 MINOR OFFICE EQUIPMENT		
Budget Adj-Additional Staffing and Equipment (11-05,11-06)	27,455	0
5182-001-600 INTEREST EXPENSE	11,615	11,615
<b>TOTAL, M &amp; O</b>	<b>1,196,390</b>	<b>1,193,305</b>
5208-001-600 MOTIVE EQUIPMENT		
Budget Adj-Additional Staffing and Equipment (11-05,11-06)	165,000	0
<b>TOTAL, CAPITAL</b>	<b>165,000</b>	<b>0</b>
5125-001-600 BUILDING REPAIRS/MAINTENANCE	216,015	216,015
5164-001-600 EQUIPMENT EXPENSE	1,215,295	1,215,295
5165-001-600 DUPLICATING CENTER	16,150	17,675
5172-001-600 TELEPHONE	112,325	101,585
5174-001-600 RADIO COMMUNICATIONS	47,175	55,980
5175-001-600 MAIL SERVICES	6,915	6,235
5178-001-600 OFFICE AUTOMATION	85,925	92,155

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-600 FIRE</b>		
5183-001-600 INSURANCE		
Liability Insurance	161,590	149,150
Property Insurance	67,460	68,130
	<u>229,050</u>	<u>217,280</u>
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>1,928,850</b>	 <b>1,922,220</b>
 <b>SUBTOTAL, FIRE</b>	 <b>18,839,215</b>	 <b>20,755,655</b>
 5902-001-600 ALLOCATED OUT		
Water	(572,955)	(572,955)
Wastewater	(15,500)	(15,500)
	<u>(588,455)</u>	<u>(588,455)</u>
 <b>TOTAL, FIRE</b>	 <b>18,250,760</b>	 <b>20,167,200</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-601 FIRE/EMERGENCY MANAGEMENT</b>		
5004-001-601 TEMPORARY PART-TIME		
1 Department Specialist - CERT Program (Grant Funded)	23,400	23,400
1 Department Specialist - GIS Mapping (Grant Funded)	24,960	24,960
1 Emergency Services Coordinator	38,400	38,400
	86,760	86,760
5025-001-601 EMPLOYEE OVERHEAD		
Temporary Positions	1,890	1,305
Temporary Positions - Grant Funded	2,380	1,645
	4,270	2,950
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>91,030</b>	<b>89,710</b>
5101-001-601 OFFICE/OPERATING SUPPLIES		
Community Emergency Response Team (CERT)	6,385	6,385
EOC Supplies	3,500	3,500
Miscellaneous Supplies	2,245	2,420
Police/Fire Command Vehicle Supplies/Equipment	2,000	1,000
	14,130	13,305
5160-001-601 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,000	1,500
5161-001-601 MILEAGE REIMBURSEMENT		
	400	400
5162-001-601 DUES & SUBSCRIPTIONS		
Emergency Management Magazine	170	0
California Association of Public Information Officials	225	0
California Emergency Services Association	55	75
National Emergency Management Association	0	200
	450	275
5167-001-601 ADVERTISING AND PRINTING		
Forms Upgrades and Revisions	500	1,000

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-601 FIRE/EMERGENCY MANAGEMENT</b>		
5173-001-601 OTHER TELEPHONE		
3C's Communication System	3,000	3,000
EOC & Command Vehicle Satellite TV Service (from 5101)	3,800	3,800
Police/Fire Command Vehicle	430	430
	7,230	7,230
5184-001-601 TUITION		
Emergency Management Courses	200	200
<b>TOTAL, M &amp; O</b>	<b>23,910</b>	<b>23,910</b>
5165-001-601 DUPLICATING CENTER	1,725	0
5178-001-601 OFFICE AUTOMATION	31,055	31,870
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>32,780</b>	<b>31,870</b>
<b>TOTAL, FIRE/EMERGENCY MANAGEMENT</b>	<b>147,720</b>	<b>145,490</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Department Summary**

**NON-DEPARTMENTAL**

**Description:** The Non-Departmental account includes contingencies for contractual salary and benefit obligations and expenditures not directly chargeable to other City Hall accounts, such as for pool cars.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Employee Services	61,639	61,639	1,016,915	887,350
Maintenance & Operations	561,844	560,324	821,470	508,645
Internal Service Charges	<u>23,472</u>	<u>41,520</u>	<u>54,855</u>	<u>61,810</u>
Total Budget	646,955	663,483	1,893,240	1,457,805

**DEPARTMENT PRIORITIES**

- Not applicable

**MAJOR BUDGET IMPACTS**

- Decrease in workforce & retirement contingency
- Moved Escondido University costs to the Human Resources department
- Decrease in property tax administration and interest payment due on advance from the wastewater fund
- Increase in insurance internal service charges

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-701 NON-DEPARTMENTAL</b>		
5001-001-701 REGULAR FULL-TIME		
Comp-Time Payoff Contingency	50,000	50,000
Reimbursement Contingency	20,000	20,000
Retirement Contingency	924,055	587,350
Vacation Payoff Contingency	230,000	230,000
Workforce Contingency	1,478,155	0
Budget Adjustment-MOU Agreements	<u>(1,685,295)</u>	<u>0</u>
	1,016,915	887,350
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,016,915</b>	<b>887,350</b>
5101-001-701 OFFICE & OPERATING SUPPLIES		
Escondido University Training Materials	5,100	0
5131-001-701 PROFESSIONAL SERVICES		
Escondido University Classes	8,925	0
5167-001-701 ADVERTISING & PRINTING		
Escondido University Brochure	1,275	0
5190 001-701 OTHER EXPENSES		
Election Costs	155,000	138,500
Escondido University Command Spanish	2,125	0
LAFCO Fees	32,485	32,485
North County Cities Branding Effort	20,000	21,000
Property Tax Administration	400,000	150,000
San Dieguito JPA	<u>106,560</u>	<u>106,560</u>
	716,170	448,545
5194-001-701 MINOR OFFICE EQUIPMENT		
Computer Equipment for City Manager and City Attorney	2,000	0

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>001-701 NON-DEPARTMENTAL</b>		
5501-001-701 INTEREST		
Advance from Wastewater Fund Interest	88,000	60,100
<b>TOTAL, M &amp; O</b>	<b>821,470</b>	<b>508,645</b>
5164-001-701 EQUIPMENT EXPENSE	26,050	26,050
5165-001-701 DUPLICATING CENTER	0	65
5178-001-701 OFFICE AUTOMATION	18,525	19,110
5183-001-701 INSURANCE		
Liability Insurance	9,940	16,260
Property Insurance	340	325
	10,280	16,585
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>54,855</b>	<b>61,810</b>
<b>TOTAL, NON-DEPARTMENTAL</b>	<b>1,893,240</b>	<b>1,457,805</b>



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Department Summary**

**COMMUNITY RELATIONS AND CENTER FOR THE ARTS**

**Description:** Community Relations was established to provide funding for community service organizations, cultural and historical activities and other community events. The Center for the Arts department was established to account for transactions related to the operations of the California Center for the Arts Escondido. The Center for the Arts operations are managed by the Center for the Arts Foundation.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	1,376,687	945,669	1,245,020	1,343,365
Capital	0	38,374	0	0
Internal Service Charges	676,668	298,632	489,265	519,665
Total Budget	<u>2,053,355</u>	<u>1,282,675</u>	<u>1,734,285</u>	<u>1,863,030</u>

**DEPARTMENT PRIORITIES**

- Not Applicable

**MAJOR BUDGET IMPACTS**

- Community Relations: Eliminated support to Escondido Chamber of Commerce
- Community Relations: Increase to Community Fireworks
- Center for the Arts: This department was reclassified from a Special Revenue Fund to a department within the General Fund
- Center for the Arts: Increase in utilities and addition of SDG&E energy projects loan
- Center for the Arts: Increase in office automation internal service charges

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>	<u>2013-14 STAFF SUPPORT</u>	<u>2013-14 TOTAL FUNDING</u>
<b>5131-001-705 COMMUNITY RELATIONS</b>				
<b>COMMUNITY EVENT DIRECT SUPPORT</b>				
Community Fireworks	23,300	15,000	16,300	31,300
Downtown Business Association-Cruising Grand	15,600	0	15,600	15,600
Jaycee's Christmas Parade	41,150	13,000	31,270	44,270
<b>TOTAL, COMMUNITY RELATIONS</b>	<b>80,050</b>	<b>28,000</b>	<b>63,170</b>	<b>91,170</b>
 <b>ECONOMIC DEVELOPMENT SUPPORT:</b>				
Escondido Chamber of Commerce	64,000	0	0	0
<b>TOTAL, COMMUNITY RELATIONS</b>	<b>144,050</b>	<b>28,000</b>	<b>63,170</b>	<b>91,170</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13</u> <u>REVISED</u>	<u>2013-14</u> <u>BUDGET</u>
<b>001-140 CENTER FOR THE ARTS</b>		
5131-001-140 PROFESSIONAL SERVICES/CONTRACTS		
Management Fee	700,970	700,970
5170-001-140 UTILITIES		
Gas & Electric	400,000	547,000
5525-001-140 LOAN PRINCIPAL EXPENSE		
SDG&E Energy Projects Loan	-	4,225
<b>TOTAL, M &amp; O</b>	<b>1,100,970</b>	<b>1,252,195</b>
5125-001-140 BUILDING REPAIRS/MAINTENANCE	454,150	454,150
5172-001-140 TELEPHONE	35,115	35,655
5178-001-140 OFFICE AUTOMATION	-	29,860
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>489,265</b>	<b>519,665</b>
<b>TOTAL, CENTER FOR THE ARTS</b>	<b>1,590,235</b>	<b>1,771,860</b>

# Special Revenue Funds



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Special Revenue Fund Sources and Uses**

**VEHICLE PARKING DISTRICT**

This fund was established to account for transactions related to the maintenance and operation of City owned public parking lots. Funding is provided by parking permit revenues.

**Sources of Funds:**

	2013-14	2014-15
Transfer In from General Fund	\$ 76,800	\$ 77,400
Interest	200	200
<b>TOTAL, Sources</b>	<b>\$ 77,000</b>	<b>\$ 77,600</b>

**Uses of Funds:**

Operating Budget		
Maintenance and Operations	\$ 9,700	\$ 10,300
Allocations	67,300	67,300
<b>TOTAL, Uses</b>	<b>\$ 77,000</b>	<b>\$ 77,600</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Department Summary**

**VEHICLE PARKING DISTRICT**

**Description:** The Vehicle Parking District Commission advises the City Council on the use and maintenance of the downtown municipal parking lots. The district receives parking permit revenues for use towards the maintenance of the municipal parking lots.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	7,772	8,207	8,500	9,700
Internal Service Charges	120	300	20	0
Allocations (Net)	<u>65,352</u>	<u>68,772</u>	<u>68,975</u>	<u>67,300</u>
Total Budget	<u>73,244</u>	<u>77,279</u>	<u>77,495</u>	<u>77,000</u>

**DEPARTMENT PRIORITIES**

- Maintain parking areas for safety and appearance

**MAJOR BUDGET IMPACTS**

- Increase in the cost of water

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>107-409 VEHICLE PARKING DISTRICT</b>		
5101-107-409 OFFICE & OPERATING SUPPLIES	200	200
5170-107-409 UTILITIES		
Electric	4,500	4,500
5171-107-409 WATER	3,800	5,000
<b>TOTAL, M &amp; O</b>	<b>8,500</b>	<b>9,700</b>
5175-107-409 MAIL SERVICES	20	0
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>20</b>	<b>0</b>
<b>SUBTOTAL, VEHICLE PARKING DISTRICT</b>	<b>8,520</b>	<b>9,700</b>
5901-107-409 ALLOCATED IN		
Maintenance/Streets	68,975	67,300
<b>TOTAL, VEHICLE PARKING DISTRICT</b>	<b>77,495</b>	<b>77,000</b>



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Special Revenue Fund Sources and Uses**

**RECREATION**

This fund was created to account for transactions related to the administration and provision of Recreation services including the Escondido Sports Center, the East Valley Community Center and various other programs. The sources of funding are primarily fees for services and revenue from operations at the Vineyard Golf Course.

<b><u>Sources of Funds:</u></b>	<b>2013-14</b>	<b>2014-15</b>
Golf Course Revenue:		
Interest on Loans	\$ 49,000	\$ 5,500
Principal on Loans	670,000	59,000
Rent & Additional Compensations	230,000	280,000
Other Revenue:		
Fees for Service	2,118,660	2,224,595
Interest	7,700	6,900
EVCC Rental Spaces	238,400	245,555
Cellular Antenna Site Rental	261,180	269,020
On Track-State Grant	845,740	842,000
Sponsorships	60,000	60,000
Deposit for Share a Dream	25,000	25,000
Transfer from General Fund	121,785	-
<b>TOTAL, Sources</b>	<b>\$ 4,627,465</b>	<b>\$ 4,017,570</b>

<b><u>Uses of Funds:</u></b>		
<u>Operating Budget</u>		
Employee Services	\$ 2,730,965	\$ 2,730,965
Maintenance and Operations	619,215	619,215
Internal Service Charges	572,240	572,240
Allocations	(13,955)	(13,955)
<b>TOTAL, Operating Budget</b>	<b>3,908,465</b>	<b>3,908,465</b>
Transfer to Vineyard Golf Course Debt Service	719,000	64,500
Add to Reserves	-	44,605
<b>TOTAL, Uses</b>	<b>\$ 4,627,465</b>	<b>\$ 4,017,570</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**COMMUNITY SERVICES/ADMINISTRATION**

Description: The Community Services Department/Administration Division is responsible for the development and scheduling of recreation and cultural arts programs. The department also provides oversight of the Library, Older Adult Services and Senior Nutrition.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	5.0	3.0	3.0	4.0
Temporary Part-Time (FTE)	0.0	1.0	1.0	1.0
Department Total	<u>5.0</u>	<u>4.0</u>	<u>4.0</u>	<u>5.0</u>
<b>BUDGET:</b>				
Employee Services	534,831	368,016	350,300	403,165
Maintenance & Operations	9,270	6,997	9,835	4,130
Internal Service Charges	60,369	79,476	112,720	106,580
Allocations (Net)	<u>(155,388)</u>	<u>(122,736)</u>	<u>(87,440)</u>	<u>(28,385)</u>
Total Budget	449,082	331,753	385,415	485,490

**DEPARTMENT PRIORITIES**

- Provide administrative support and coordinate the efforts of the Community Services Department which includes Older Adult Services, Recreation and Library
- Provide technical support as needed for various projects including the East Valley Branch, recreation facilities and Library renovations
- Provide staff support to the Community Services and Older Adults Commission and Library Board of Trustees

**MAJOR BUDGET IMPACTS**

- Reorganization of positions
- Increase in employee services due to negotiated union contracts
- Decrease in mail services internal service charges
- Decrease in allocations out to other funds
- There are no available reserves in this fund. In order to balance this budget, a transfer from the General Fund of approximately \$122 thousand is necessary

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>112-101 COMMUNITY SERVICES/ADMINISTRATION</b>		
5001-112-101 REGULAR FULL-TIME		
1 Community Outreach Liason	0	55,585
1 Director of Community Services	158,505	0
1 Assistant Director of Community Services	0	97,500
1 Administrative Assistant	41,305	0
1 Administrative Coordinator	54,230	54,225
1 Customer Service Representative II	0	42,785
Vacation Contingency	2,730	2,730
Budget Adjustment-MOU agreements (12-09,12-11)	4,500	0
Budget Adjustment-Reorganization of City Services (12-10)	(27,980)	0
Bilingual Pay	0	1,950
Adjustments:		
Pay Reductions	(12,890)	0
	220,400	254,775
5004-112-101 TEMPORARY PART-TIME		
Department Specialist w/PERS	20,000	20,000
5020-112-101 OVERTIME	2,900	5,000
5025-112-101 EMPLOYEE OVERHEAD		
Existing Staff	104,910	105,055
Temporary Part-Time Position	5,730	5,710
Vacation Contingency/Bilingual Pay/Overtime	190	735
Budget Adjustment-MOU agreements (12-09,12-11)	1,400	0
Budget Adjustment-Reorganization of City Services (12-10)	(11,835)	0
Adjustments:		
Pay Reductions	(3,285)	0
	97,110	111,500
5030-112-101 FLEXIBLE BENEFITS		
Flexible Benefits	11,210	11,890
Budget Adjustment-Reorganization of City Services (12-10)	(1,320)	0
	9,890	11,890
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>350,300</b>	<b>403,165</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>112-101 COMMUNITY SERVICES/ADMINISTRATION</b>		
5101-112-101 OFFICE/OPERATING SUPPLIES		
Miscellaneous Supplies	2,000	2,000
5126-112-101 MAINTENANCE OF EQUIPMENT		
Office Equipment	380	380
5160-112-101 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	3,000	1,500
5162-112-101 DUES AND SUBSCRIPTIONS		
Professional Association Dues	455	0
5163-112-101 AUTO ALLOWANCE		
Director of Community Services	5,100	0
Budget Adjustment-Reorganization of City Services (12-10)	(2,550)	0
	<u>2,550</u>	<u>0</u>
5166-112-101 OTHER DUPLICATING		
Business Cards/Numbered Receipts, etc.	250	250
5173-112-101 OTHER TELEPHONE		
Cellular Phone Service	1,200	0
<b>TOTAL, M &amp; O</b>	<b>9,835</b>	<b>4,130</b>
5125-112-101 BUILDING REPAIRS/MAINTENANCE	59,445	59,695
5165-112-101 DUPLICATING CENTER	1,145	740
5172-112-101 TELEPHONE	5,175	5,155
5175-112-101 MAIL SERVICES	11,745	7,540
5178-112-101 OFFICE AUTOMATION	14,825	13,945

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>112-101 COMMUNITY SERVICES/ADMINISTRATION</b>		
5183-112-101 INSURANCE		
Liability Insurance	3,295	3,160
Property Insurance	17,090	16,345
	<u>20,385</u>	<u>19,505</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>112,720</b>	<b>106,580</b>
<b>SUBTOTAL, COMMUNITY SERVICES/ADMINISTRATION</b>	<b>472,855</b>	<b>513,875</b>
5901-112-101 ALLOCATED IN		
Library-Director	0	45,900
Older Adult Services	60,375	0
Budget Adjustment-Reorganization of City Services (12-10)	(30,185)	0
	<u>30,190</u>	<u>45,900</u>
5902-112-101 ALLOCATED OUT		
Older Adult Services	0	(33,945)
CDBG	(33,885)	0
Recycling	(10,960)	0
Successor Agency-Housing	(55,800)	0
Building Maintenance	(21,915)	0
Fleet Services	(10,960)	0
Public Art	(14,950)	0
Library-Support	(10,960)	(40,340)
Maintenance/Streets	(21,915)	0
Maintenance/Parks	(21,915)	0
Budget Adjustment-Reorganization of City Services (12-10)	85,630	0
	<u>(117,630)</u>	<u>(74,285)</u>
<b>TOTAL, COMMUNITY SERVICES/ADMINISTRATION</b>	<b>385,415</b>	<b>485,490</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**COMMUNITY SERVICES/RECREATION**

**Description:** The Recreation Division is responsible for providing a well-rounded program of recreational opportunities for the citizens. The Division also manages recreational facilities and assists other community organizations by providing leadership for their programs.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	9.0	8.0	8.0	8.0
Contract Grant Funded	2.0	2.0	4.0	2.0
Regular Part-Time (FTE)	3.0	3.2	3.2	3.0
Temporary Part-Time (FTE)	56.5	59.2	57.8	59.0
Department Total	<u>70.5</u>	<u>72.4</u>	<u>73.0</u>	<u>72.0</u>
<b>BUDGET:</b>				
Employee Services	2,430,954	2,369,131	2,411,280	2,327,800
Maintenance & Operations	605,529	633,509	757,795	615,085
Capital	0	51,846	0	0
Internal Service Charges	370,956	414,408	473,160	465,660
Allocations (Net)	11,859	4,332	14,265	14,430
Total Budget	<u>3,419,298</u>	<u>3,473,226</u>	<u>3,656,500</u>	<u>3,422,975</u>

**DEPARTMENT PRIORITIES**

- Create community by providing a wide variety of cost effective recreational experiences for all segments of the community including: adult sports, enrichment classes, aquatics, preschool education, youth day camps, passive and active parks and facilities
- Strengthen safety and security in the community by providing safe, supervised places for children to gather such as On Track after school programs, youth sports leagues and enrichment classes
- Promote health and wellness in the community by providing active and passive recreational opportunities
- Support the economic development of Escondido by offering a variety of sporting tournaments and events that bring people to the City of Escondido

**MAJOR BUDGET IMPACTS**

- Eliminated 2 grant funded positions
- Decrease in various M&O accounts such as operating supplies, professional services and other expenses
- Increase in the cost of utilities
- Added SDG&E energy projects loan
- Decrease in building maintenance internal service charges

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>112-102 COMMUNITY SERVICES/RECREATION</b>		
5001-112-102 REGULAR FULL-TIME		
1 Customer Service Rep II	42,360	42,785
1 Recreation Coordinator	34,000	40,750
1 Recreation Technician I/II	38,830	39,025
1 Recreation Technician III	47,390	47,620
2 Supervisor I's	53,935	103,875
2 Supervisor II/III's	199,650	135,425
Vacation Contingency	1,200	1,200
Bilingual Pay	1,300	1,300
Budget Adjustment-MOU agreements (09-10,12-07,12-11)	29,865	0
Budget Adjustment-Reorganization of City Services (12-10)	(9,015)	0
Adjustments:		
Pay Reductions	(22,880)	0
	<u>416,635</u>	<u>411,980</u>
5002-112-102 GRANT FUNDED POSITIONS		
1 Recreation Supervisor II/III	65,410	54,470
1 Recreation Supervisor I	48,920	49,405
2 Recreation Coordinators	82,655	0
Pay Reductions	(10,005)	0
	<u>186,980</u>	<u>103,875</u>
5003-112-102 REGULAR PART-TIME		
4 Recreation Coordinators (.75)	122,510	125,230
Pay Reductions	(8,135)	0
	<u>114,375</u>	<u>125,230</u>
5004-112-102 TEMPORARY PART-TIME		
Temporary Part-Time w/PERS	375,845	216,325
Temporary Part-Time w/PARS	399,375	419,585
Grant Funded PT Staff w/PERS	379,730	263,030
Grant Funded PT Staff w/PARS	0	280,615
	<u>1,154,950</u>	<u>1,179,555</u>
5020-112-102 OVERTIME		
Miscellaneous	10,000	10,000
Comp Time Contingency	8,000	8,000
	<u>18,000</u>	<u>18,000</u>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>112-102 COMMUNITY SERVICES/RECREATION</b>		
5025-112-102 EMPLOYEE OVERHEAD		
Existing Staff	190,725	258,270
Grant Funded Positions	79,310	57,455
Temporary Positions w/PERS	107,680	61,760
Temporary Positions w/PARS	19,250	14,265
Grant Funded Temporary Positions w/PERS	108,790	75,095
Grant Funded Temporary Positions w/PARS	0	9,540
Bilingual Pay/Vacation & Comp Time Contingency/Overtime	1,655	875
Budget Adjustment-MOU agreements (09-10,12-07,12-11)	9,230	0
Budget Adjustment-Reorganization of City Services (12-10)	3,435	0
Adjustments:		
Pay Reductions	(11,670)	0
	<u>508,405</u>	<u>477,260</u>
5030-112-102 FLEXIBLE BENEFITS		
Flexible Benefits	8,240	8,145
Grant Funded Positions	3,860	3,755
Budget Adjustment-Reorganization of City Services (12-10)	(165)	0
	<u>11,935</u>	<u>11,900</u>
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>2,411,280</b>	<b>2,327,800</b>
5101-112-102 OFFICE/OPERATING SUPPLIES		
Recreation Programs	172,925	155,820
Grant Funded On Track Supplies	87,105	15,500
	<u>260,030</u>	<u>171,320</u>
5126-112-102 MAINTENANCE OF EQUIPMENT		
Office Equipment Maintenance Contracts	10,000	2,000
On Track - Grant Funded	0	500
Sports Center	1,000	2,000
	<u>11,000</u>	<u>4,500</u>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>112-102 COMMUNITY SERVICES/RECREATION</b>		
5131-112-102 PROFESSIONAL SERVICES/CONTRACTS		
Security/Fire Alarm - Progressive Technology	3,985	7,945
Security/Fire Alarm Repairs	240	500
OLMS Lighting Control System Pagers	5,200	4,800
Contractual Class Instructors	152,000	152,000
Miscellaneous	68,670	45,400
Grant Funded Contracts/Services	18,980	25,000
	249,075	235,645
5160-112-102 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	3,325	3,725
On Track - Grant Funded	2,600	1,500
	5,925	5,225
5161-112-102 MILEAGE REIMBURSEMENT		
Miscellaneous	600	600
5162-112-102 DUES AND SUBSCRIPTIONS		
Aquatics	0	1,150
Learning Educational Resources Network	635	395
License Fees - SESAC, BMI, ASCAP, MPLC	0	5,685
Sports Center	250	415
Professional Associations Memberships - CPRS	955	475
On Track - Grant Funded CPRS	0	340
	1,840	8,460
5166-112-102 OTHER DUPLICATING		
Grant Funded On Track Duplicating	5,500	0
Outside Duplicating	1,700	3,900
	7,200	3,900
5167-112-102 ADVERTISING AND PRINTING		
Presort and Postage, Quarterly Brochures	45,300	45,300
Special Bulk Mailings (Sports Center & EVCC)	2,500	2,500
Sports Center Advertising	9,375	7,220
Camp Brochure Printing	1,600	1,600
	58,775	56,620

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>112-102 COMMUNITY SERVICES/RECREATION</b>		
5170-112-102 UTILITIES		
East Valley Community Center	21,000	22,890
Mathes Community Center	5,000	6,590
Oak Hill Activity Center	3,500	2,850
Sports Center	16,000	27,700
Woodward Tiny Tot Facility	4,000	2,800
	49,500	62,830
5173-112-102 OTHER TELEPHONE		
Cellular Phone Use	2,000	1,500
Grant Funded Cellular Phone Use	7,500	8,500
	9,500	10,000
5190-112-102 OTHER EXPENSE		
Golf Course Lease Payment	27,750	27,750
East Valley Community Center Rental Spaces	5,000	0
Miscellaneous	71,600	23,050
	104,350	50,800
5525-112-102 LOAN PRINCIPAL EXPENSE		
SDG&E Energy Projects Loan	0	5,185
<b>TOTAL, M &amp; O</b>	<b>757,795</b>	<b>615,085</b>
5125-112-102 BUILDING REPAIRS/MAINTENANCE	283,905	277,910
5164-112-102 EQUIPMENT EXPENSE	19,550	19,550
5165-112-102 DUPLICATING CENTER	40,045	40,690
5172-112-102 TELEPHONE	31,055	30,935
5178-112-102 OFFICE AUTOMATION	29,735	30,510

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>112-102 COMMUNITY SERVICES/RECREATION</b>		
5183-112-102 INSURANCE		
Liability Insurance	58,555	56,170
Property Insurance	<u>10,315</u>	<u>9,895</u>
	68,870	66,065
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>473,160</b>	<b>465,660</b>
<b>SUBTOTAL, COMMUNITY SERVICES/RECREATION</b>	<b>3,642,235</b>	<b>3,408,545</b>
5901-112-102 ALLOCATED IN		
Information Systems/Data Processing	3,920	4,030
Successor Agency - Housing	<u>10,345</u>	<u>10,400</u>
	14,265	14,430
<b>TOTAL, COMMUNITY SERVICES/RECREATION</b>	<b>3,656,500</b>	<b>3,422,975</b>



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Special Revenue Fund Sources and Uses**

**REIDY CREEK GOLF COURSE**

This fund was established to account for transactions related to the operations of the Reidy Creek Golf Course. The golf course is operated under contract with a golf course management company.

<b><u>Sources of Funds:</u></b>	<b>2013-14</b>	<b>2014-15</b>
Green Fees	\$ 385,560	\$ 385,560
Cart Rental	184,415	184,415
Golf Merchandise Sales	42,755	42,755
Food and Beverage Rent	18,435	18,435
Interest	200	200
Other Revenue	1,795	1,795
<b>TOTAL, Sources</b>	<b><u>\$ 633,160</u></b>	<b><u>\$ 633,160</u></b>

<b><u>Uses of Funds:</u></b>		
<u>Operating Budget</u>		
Maintenance and Operations	\$ 632,670	\$ 632,670
<b>TOTAL, Operating Budget</b>	<b><u>632,670</u></b>	<b><u>632,670</u></b>
Add to Reserves	490	490
<b>TOTAL, Uses</b>	<b><u>\$ 633,160</u></b>	<b><u>\$ 633,160</u></b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**REIDY CREEK GOLF COURSE**

**Description:** This fund was established to account for transactions related to the operations of the Reidy Creek Golf Course. The golf course is operated under contract with a golf course management company.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
<b>BUDGET:</b>				
Maintenance & Operations	609,644	650,202	639,775	632,670

**DEPARTMENT PRIORITIES**

- Not Applicable

**MAJOR BUDGET IMPACTS**

- Decrease in golf course operating expenses

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

		<u>2012-13</u> <u>REVISED</u>	<u>2013-14</u> <u>BUDGET</u>
<b>553-130</b>	<b>REIDY CREEK GOLF COURSE</b>		
5118-553-130	MISCELLANEOUS MOTIVE		
	Golf Carts Lease	5,330	4,715
5131-553-130	PROFESSIONAL SERVICES		
	Golf Course Management Fees	70,865	70,610
5155-553-130	GOLF SHOP OPERATIONS		
	Golf Course Operation Expenses	174,265	162,130
5156-553-130	GOLF COURSE MAINTENANCE	295,750	299,480
5157-553-130	GOLF COURSE GENERAL AND ADMIN	61,150	65,285
5158-553-130	GOLF COURSE MERCHANDISE		
	Golf Course Shop Merchandise	27,200	25,650
5169-553-130	OTHER INSURANCE	5,215	4,800
	<b>TOTAL, M &amp; O</b>	<b>639,775</b>	<b>632,670</b>
	<b>TOTAL, REIDY CREEK GOLF COURSE</b>	<b>639,775</b>	<b>632,670</b>



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Special Revenue Fund Sources and Uses**

**COMMUNITY DEVELOPMENT BLOCK GRANT ADMIN**

This fund was established to account for transactions related to the Community Development Block Grant provided by the Federal Government. The resources are expended for community development and housing assistance.

**Sources of Funds:**

	<b>2013-14</b>	<b>2014-15</b>
Grant	\$ 1,482,970	\$ 1,379,865
<b>TOTAL, Sources</b>	<b>\$ 1,482,970</b>	<b>\$ 1,379,865</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Employee Services	\$ 376,275	\$ 376,275
Maintenance and Operations	19,450	19,450
Internal Service Charges	35,040	35,040
Allocations	(147,950)	(168,570)
<b>TOTAL, Operating Budget</b>	<b>282,815</b>	<b>262,195</b>
CDBG Capital Projects	989,750	910,695
CDBG Public Service and Fair Housing	210,405	206,975
<b>TOTAL, Uses</b>	<b>\$ 1,482,970</b>	<b>\$ 1,379,865</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**COMMUNITY DEVELOPMENT BLOCK GRANT ADMIN**

**Description:** This Division implements the Federal Community Development Block Grant (CDBG) program, which provides assistance to low and moderate income individuals and families in the areas of housing, social services, economic development, and public works improvements.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	3.0	4.0	4.0	4.0
Temporary Part-Time (FTE)	3.6	2.0	2.6	1.1
Department Total	<u>6.6</u>	<u>6.0</u>	<u>6.6</u>	<u>5.1</u>
<b>BUDGET:</b>				
Employee Services	197,939	193,174	421,970	376,275
Maintenance & Operations	27,112	17,777	19,320	19,450
Internal Service Charges	23,914	23,700	32,700	35,040
Allocations (Net)	103,210	100,145	(221,715)	(147,950)
Total Budget	<u>352,174</u>	<u>334,796</u>	<u>252,275</u>	<u>282,815</u>

**DEPARTMENT PRIORITIES**

- Continue Neighborhood Outreach programs
- Support development of neighborhood leaders, expansion of neighborhood groups and the Neighborhood Leadership Forum
- Continue successful Project NEAT efforts
- Continue neighborhood street improvement projects
- Implement FY 2013-14 One-Year Action Plan consistent with the FY 2010-15 Five-Year Consolidated Plan

**MAJOR BUDGET IMPACTS**

- 7% increase in CDBG grant allocation
- Reorganization of positions
- Reduced temp. part-time staffing
- Increase in insurance internal service charges
- Decrease in allocations out to other funds

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>116-109 CDBG ADMIN</b>		
5002-116-109 CONTRACT AND GRANT FUNDED POSITIONS		
1 Neighborhood Services Manager	83,715	83,715
2 Department Assistants	32,365	72,215
1 Management Analyst	51,945	51,945
1 Program Administrator	61,040	0
Vacation Contingency	4,040	4,040
Bilingual Pay	1,300	3,250
Budget Adjustment-MOU agreements (12-09,12-11)	7,115	0
Adjustments:		
Pay Reductions	(11,455)	0
	230,065	215,165
5004-116-109 TEMPORARY PART-TIME		
1 Department Specialist (36 hr)	29,800	0
1 Department Specialist (1500 hr)	21,000	21,840
Bilingual Pay	2,025	900
	52,825	22,740
5025-116-109 EMPLOYEE OVERHEAD		
Existing Staff	117,065	117,785
Temporary Positions	8,155	6,235
Bilingual Pay/Vacation Contingency	515	1,235
Budget Adjustment-MOU agreements (12-09,12-11)	2,305	0
Adjustments:		
Pay Reductions	(2,920)	0
	125,120	125,255
5030-116-109 FLEXIBLE BENEFITS		
Flexible Benefits	13,960	13,115
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>421,970</b>	<b>376,275</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>116-109 CDBG ADMIN</b>		
5101-116-109 OFFICE/OPERATING SUPPLIES		
General Office and Meeting Supplies	800	800
Laser Cartridges	200	200
Miscellaneous Meeting Supplies, Taxes	500	500
Warehouse Supplies	500	500
	2,000	2,000
5126-116-109 MAINTENANCE OF EQUIPMENT		
Office Equipment Maintenance	200	200
5131-116-109 PROFESSIONAL SERVICES/CONTRACTS		
CDBG 2010-2015 Consolidated Plan	1,000	0
Consultant Services	1,000	2,000
Homeless Task Force	1,500	0
Neighborhood Leadership Training	5,000	5,000
Translation Services	400	400
	8,900	7,400
5160-116-109 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,000	1,000
5161-116-109 MILEAGE REIMBURSEMENT		
Miscellaneous	1,000	1,500
5162-116-109 DUES AND SUBSCRIPTIONS		
Technical Assistance Publications	750	750
Budget Adjustment-Reduction in Subscriptions (07-04)	(130)	0
	620	750
5166-116-109 OTHER DUPLICATING		
	500	500
5167-116-109 ADVERTISING AND PRINTING		
Advertisements	800	800
Legal Notices	800	800
Miscellaneous	250	250
	1,850	1,850

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>116-109 CDBG ADMIN</b>		
5173-116-109 OTHER TELEPHONE		
Cellular Phone Service	1,500	2,500
5190-116-109 OTHER EXPENSE		
Community Events	1,000	1,000
Environmental Reviews	500	500
Neighborhood Porch Equipment	250	250
	1,750	1,750
 <b>TOTAL, M &amp; O</b>	 <b>19,320</b>	 <b>19,450</b>
 5125-116-109 BUILDING REPAIRS/MAINTENANCE	 4,440	 4,850
5164-116-109 EQUIPMENT EXPENSE	2,380	2,380
5165-116-109 DUPLICATING CENTER	6,060	4,045
5172-116-109 TELEPHONE	0	690
5175-116-109 MAIL SERVICES	1,650	1,565
5178-116-109 OFFICE AUTOMATION	8,615	8,840
5183-116-109 INSURANCE		
Liability Insurance	8,710	11,865
Property Insurance	845	805
	9,555	12,670
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>32,700</b>	 <b>35,040</b>
 <b>SUBTOTAL, CDBG/ADMIN</b>	 <b>473,990</b>	 <b>430,765</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>116-109 CDBG ADMIN</b>		
5901-116-109 ALLOCATED IN		
City Council	3,825	3,950
City Manager	10,470	13,220
Video Services	470	450
Finance	38,860	41,910
Human Resources	7,775	4,390
Community Services/Administration	33,885	0
	<u>95,285</u>	<u>63,920</u>
5902-116-109 ALLOCATED OUT		
Neighborhood Services/CDBG Capital Projects	(317,000)	(211,870)
<b>TOTAL, CDBG ADMIN</b>	<b>252,275</b>	<b>282,815</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Special Revenue Fund Sources and Uses**

**LANDSCAPE MAINTENANCE DISTRICT**

This fund was established to account for transactions related to the maintenance of landscaping in various areas throughout the City of Escondido. Funding is provided through special assessments on property owners who receive direct benefit of these services.

<b><u>Sources of Funds:</u></b>	<b>2013-14</b>	<b>2014-15</b>
Assessments	\$ 749,220	\$ 749,220
Charges to Departments	5,760	5,760
Interest	2,300	2,100
Use of Reserves	149,995	149,995
<b>TOTAL, Sources</b>	<b>\$ 907,275</b>	<b>\$ 907,075</b>

<b><u>Uses of Funds:</u></b>		
<u>Operating Budget</u>		
Maintenance and Operations	\$ 764,585	\$ 764,585
Internal Service Charges	2,490	2,490
Allocations	140,200	140,200
<b>TOTAL, Uses</b>	<b>\$ 907,275</b>	<b>\$ 907,275</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Department Summary**

**LANDSCAPE MAINTENANCE DISTRICT**

**Description:** The Landscape Maintenance District was created to ensure proper and consistent upkeep of street right-of-way landscaping and environmental channels.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	491,555	528,456	728,585	764,585
Internal Service Charges	2,712	2,712	2,640	2,490
Allocations (Net)	<u>135,985</u>	<u>140,294</u>	<u>139,605</u>	<u>140,200</u>
Total Budget	630,252	671,462	870,830	907,275

**DEPARTMENT PRIORITIES**

- Provide direction to landscape maintenance contractors that will ensure the goals of the Landscape Maintenance District's maintenance program in each LMD zone are met
- Develop and monitor the LMD budget to ensure adequate funding for the administration and maintenance of each LMD zone
- Provide administrative services to developers requesting annexation of their properties into the City's LMD
- Respond to inquiries from property owners within the LMD in a timely, professional and effective manner

**MAJOR BUDGET IMPACTS**

- Increase in the amount budgeted for professional services and water

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>126-795 LANDSCAPE MAINTENANCE DISTRICT</b>		
5131-126-795    PROFESSIONAL SERVICES	452,835	476,285
5170-126-795    UTILITIES		
Electricity	7,550	7,550
5171-126-795    WATER	268,200	280,750
<b>TOTAL, M &amp; O</b>	<b>728,585</b>	<b>764,585</b>
5183-126-795    INSURANCE		
Liability	2,640	2,490
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>2,640</b>	<b>2,490</b>
<b>SUBTOTAL, LANDSCAPE MAINTENANCE DISTRICT</b>	<b>731,225</b>	<b>767,075</b>
5901-126-795    ALLOCATED IN		
Finance	6,940	7,535
Engineering	132,665	80,800
Maintenance/Parks	0	51,865
	<u>139,605</u>	<u>140,200</u>
<b>TOTAL, LANDSCAPE MAINTENANCE DISTRICT</b>	<b>870,830</b>	<b>907,275</b>



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Special Revenue Fund Sources and Uses**

**SUCCESSOR AGENCY-HOUSING**

This fund was established to account for the continued administration and oversight of housing obligations after the elimination of the redevelopment agency.

**Sources of Funds:**

	<b>2013-14</b>	<b>2014-15</b>
Sale of City Property	\$ 55,000	\$ -
Loan Repayments	350,000	350,000
Transfer from General Fund	60,000	60,000
Transfer from Redevelopment Obligation Retirement Fund	-	694,980
<b>TOTAL, Sources</b>	<b>\$ 465,000</b>	<b>\$ 1,104,980</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Employee Services	\$ 417,870	\$ 417,870
Maintenance and Operations	236,080	236,080
Internal Service Charges	44,930	44,930
Allocations	(258,205)	(258,205)
<b>TOTAL, Operating Budget</b>	<b>440,675</b>	<b>440,675</b>
Housing Programs/Future Development	24,325	664,305
<b>TOTAL, Uses</b>	<b>\$ 465,000</b>	<b>\$ 1,104,980</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**SUCCESSOR AGENCY-HOUSING**

**Description:** Provide continued administration and oversight of housing obligations after the elimination of the redevelopment agency.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	7.0	7.0	4.0	4.0
Temporary Part-Time (FTE)	1.1	1.1	0.0	0.0
Department Total	<u>8.1</u>	<u>8.1</u>	<u>4.0</u>	<u>4.0</u>
<b>BUDGET:</b>				
Employee Services	595,401	493,840	349,195	417,870
Maintenance & Operations	88,087	328,728	265,330	236,080
Internal Service Charges	52,191	74,796	58,755	44,930
Allocations (Net)	294,166	309,043	(78,325)	(258,205)
Total Budget	<u>1,029,845</u>	<u>1,206,407</u>	<u>594,955</u>	<u>440,675</u>

**DEPARTMENT PRIORITIES**

- Continue to provide the highest level of customer service
- Implement direction from the City Council/Successor Housing Agency on program additions and/or program changes
- Assess the effectiveness of affordable housing programs and special projects through collection and analysis of available statistical and anecdotal information
- Stimulate economic development through the use of affordable housing funds by providing affordable housing programs and new affordable housing opportunities within the community

**MAJOR BUDGET IMPACTS**

- Reorganization of positions
- Increase in employee services due to negotiated union contracts
- Decrease in rental subsidies
- Decrease in building maintenance and insurance internal service charges
- Increase in allocations out to other funds such as HOME, Public Art and CIP

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>281-081 SUCCESSOR AGENCY-HOUSING</b>		
5001-281-081 REGULAR FULL-TIME		
1 Associate Planner	73,910	71,090
1 Management Analyst II	80,460	76,625
1 Principal Planner (from CIP)	0	87,505
1 Program Coordinator	109,100	60,455
Council Pay	9,000	0
Budget Adjustment-MOU agreements (12-07,12-08,12-09,12-11)	12,545	0
Budget Adjustment-Reorganization of City Services (12-10)	(22,975)	0
Adjustments:		
Pay Reductions	(15,820)	0
	246,220	295,675
5025-281-081 EMPLOYEE OVERHEAD		
Existing Staff	106,600	110,970
Budget Adjustment-MOU agreements (12-07,12-08,12-09,12-11)	3,775	0
Budget Adjustment-Reorganization of City Services (12-10)	(9,640)	0
Adjustments:		
Pay Reductions	(4,275)	0
	96,460	110,970
5030-281-081 FLEXIBLE BENEFITS	6,515	11,225
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>349,195</b>	<b>417,870</b>
5101-281-081 OFFICE/OPERATING SUPPLIES		
	1,500	1,500
5126-281-081 MAINTENANCE OF EQUIPMENT		
	1,080	1,080
5131-281-081 PROFESSIONAL SERVICES/CONTRACTS		
Compliance Services	15,000	15,000
Consultants - Rent Control Long Form	0	35,000
Fair Housing Contract	0	6,750
Financial Analysis Consultant	5,000	5,000
Lead Based Paint Program	10,000	5,000

(continued on next page)

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

		<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>281-081 SUCCESSOR AGENCY-HOUSING</b>			
5131-281-081	PROFESSIONAL SERVICES/CONTRACTS (continued)		
	Mortgage Certificate Credits (MCC)	5,000	5,000
	Pro 1099 Software (1098 Mortgage Interest)	250	250
		<u>35,250</u>	<u>72,000</u>
5136-281-081	RENTAL SUBSIDY	222,000	150,000
5160-281-081	TRAINING AND MEETINGS		
	Seminars, Conferences, Workshops	0	2,000
5161-281-081	MILEAGE REIMBURSEMENT		
	Miscellaneous	0	1,000
5162-281-081	DUES AND SUBSCRIPTIONS		
	Professional Organizations	1,500	2,000
5167-281-081	ADVERTISING AND PRINTING		
	Public Hearing Notices, Miscellaneous	500	500
5190-281-081	OTHER EXPENSE		
	Rent Review Management-Postage & Printing	3,500	6,000
	<b>TOTAL, M &amp; O</b>	<b>265,330</b>	<b>236,080</b>
5125-281-081	BUILDING REPAIRS/MAINTENANCE	24,000	13,405
5165-281-081	DUPLICATING CENTER	5,275	3,655
5172-281-081	TELEPHONE	4,885	3,680
5175-281-081	MAIL SERVICES	3,865	7,805
5178-281-081	OFFICE AUTOMATION	11,180	10,200

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>281-081 SUCCESSOR AGENCY-HOUSING</b>		
5183-281-081 INSURANCE		
Liability Insurance	8,205	4,890
Property Insurance	1,345	1,295
	9,550	6,185
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>58,755</b>	 <b>44,930</b>
 <b>SUBTOTAL, SUCCESSOR AGENCY-HOUSING</b>	 <b>673,280</b>	 <b>698,880</b>
 5901-281-081 ALLOCATED IN		
Older Adult Services	0	20,570
Planning	0	39,965
Community Services Administration	55,800	0
	55,800	60,535
 5902-281-081 ALLOCATED OUT		
Home Program	(51,120)	(131,415)
Mobilehome Park Management	(42,000)	(43,160)
Engineering - Grant Administration	(20,690)	(20,805)
Recreation - Grant Administration	(10,345)	(10,400)
Public Art	(9,970)	(16,170)
Capital Improvement Projects	0	(96,790)
	(134,125)	(318,740)
 <b>TOTAL, SUCCESSOR AGENCY-HOUSING</b>	 <b>594,955</b>	 <b>440,675</b>



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Special Revenue Fund Sources and Uses**

**MOBILEHOME PARK MANAGEMENT**

This fund was created to account for transactions related to the management of Mountain Shadows and The Views mobilehome parks.

<b><u>Sources of Funds:</u></b>	<b>2013-14</b>	<b>2014-15</b>
Rental Income-The Views	\$ 31,210	\$ 31,210
Rental Income-Mountain Shadows	160,735	160,735
Interest	100	100
<b>TOTAL, Sources</b>	<b>\$ 192,045</b>	<b>\$ 192,045</b>

<b><u>Uses of Funds:</u></b>		
Maintenance and Operations	\$ 140,330	\$ 140,330
Internal Service Charges	850	850
Allocations	43,160	43,160
<b>TOTAL, Operating Budget</b>	<b>184,340</b>	<b>184,340</b>
Add to Reserves	7,705	7,705
<b>TOTAL, Uses</b>	<b>\$ 192,045</b>	<b>\$ 192,045</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Department Summary**

**MOBILEHOME PARK MANAGEMENT**

**Description:** The Mobilehome Park Management fund was created to account for revenue and expenditures related to the management of the City's spaces in The Views and Mountain Shadows mobilehome parks.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	10,155	9,395	96,480	140,330
Internal Service Charges	696	660	575	850
Allocations (Net)	19,068	10,236	42,000	43,160
Total Budget	<u>29,919</u>	<u>20,291</u>	<u>139,055</u>	<u>184,340</u>

**DEPARTMENT PRIORITIES**

- Continue to manage City owned lots in the Mountain Shadows and Escondido Views mobilehome parks
- Minimize operating costs whenever possible
- Continue to seek rent increases from the Rent Control Board
- Continue to market and sell lots

**MAJOR BUDGET IMPACTS**

- Increase in the amount budgeted for professional services (utilities)

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>283-083 MOBILEHOME PARK MANAGEMENT</b>		
5101-283-083 OFFICE/OPERATING SUPPLIES	1,200	1,200
5131-283-083 PROFESSIONAL SERVICES		
Foreclosures/Evictions/Abandonments	500	500
Improvements	6,000	6,000
Meter Reading Services	1,900	1,900
Miscellaneous	1,500	1,500
Process Service (3/60's)	500	500
Tree Trimming/Removal	4,000	4,000
HOA Dues - Escondido Views	18,900	13,000
HOA Dues - Mountain Shadows	55,800	52,550
Utilities	0	53,000
	89,100	132,950
5167-283-083 ADVERTISING & PRINTING	80	80
5190-283-083 OTHER EXPENSE		
Possessory Interest Tax: Mountain Shadows	4,000	4,000
Possessory Interest Tax: The Views	2,100	2,100
	6,100	6,100
<b>TOTAL, M &amp; O</b>	<b>96,480</b>	<b>140,330</b>
5183-283-083 INSURANCE		
Liability Insurance	100	400
Property Insurance	475	450
	575	850
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>575</b>	<b>850</b>
<b>SUBTOTAL, MOBILEHOME PARK MANAGEMENT</b>	<b>97,055</b>	<b>141,180</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>283-083 MOBILEHOME PARK MANAGEMENT</b>		
5901-284-083 ALLOCATED IN		
Successor Agency-Housing	42,000	43,160
<b>TOTAL, MOBILEHOME PARK MANAGEMENT</b>	<b>139,055</b>	<b>184,340</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Special Revenue Fund Sources and Uses**

**HOME PROGRAM**

This fund was created to account for transactions related to the HOME grant awards. The resources from the Department of Housing and Urban Development (HUD) are expended for affordable housing programs.

<b><u>Sources of Funds:</u></b>	<b>2013-14</b>	<b>2014-15</b>
Grant	\$ 406,865	\$ 406,865
Interest	500	400
Loan Repayments	100,000	100,000
Use of Reserves	1,948,915	-
<b>TOTAL, Revenue</b>	<b><u>\$ 2,456,280</u></b>	<b><u>\$ 507,265</u></b>

<b><u>Uses of Funds:</u></b>		
<u>Operating Budget</u>		
Maintenance and Operations	\$ 54,750	\$ 54,750
Internal Service Charges	440	440
Allocations	131,415	131,415
<b>TOTAL, Operating Budget</b>	<b><u>186,605</u></b>	<b><u>186,605</u></b>
Programs	2,269,675	320,660
<b>TOTAL, Uses</b>	<b><u>\$ 2,456,280</u></b>	<b><u>\$ 507,265</u></b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Department Summary**

**HOME PROGRAM**

**Description:** The Home Program fund was created to account for transactions related to the HOME grant awards. The resources from the Federal government are expended for affordable housing programs.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	17,846	88,896	11,495	54,750
Internal Service Charges	612	600	590	440
Allocations (Net)	<u>68,736</u>	<u>82,260</u>	<u>51,120</u>	<u>131,415</u>
Total Budget	87,194	171,756	63,205	186,605

**DEPARTMENT PRIORITIES**

- Implement Council direction as to the use of available funds for special projects
- Provide technical and financial support to local community housing development organizations (CHDO's)
- Create opportunities and provide financial assistance to first time home buyers

**MAJOR BUDGET IMPACTS**

- Increase in professional services and training and meetings
- Increase in allocations in from the Successor Agency-Housing fund

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>284-084 HOME PROGRAM</b>		
5101-284-084 OFFICE/OPERATING SUPPLIES	1,700	2,000
5131-284-084 PROFESSIONAL SERVICES/CONTRACTS		
Professional Services	2,000	30,000
Fair Housing Contract	0	6,750
Compliance Services	5,000	7,500
	7,000	44,250
5160-284-084 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	1,000	5,000
5161-284-084 MILEAGE REIMBURSEMENT		
Miscellaneous	370	1,500
5162-284-084 DUES AND SUBSCRIPTIONS		
Professional Organizations	900	1,000
5167-284-084 ADVERTISING AND PRINTING	525	1,000
<b>TOTAL, M &amp; O</b>	<b>11,495</b>	<b>54,750</b>
5183-284-084 INSURANCE		
Liability Insurance	320	180
Property Insurance	270	260
	590	440
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>590</b>	<b>440</b>
<b>SUBTOTAL, HOME PROGRAM</b>	<b>12,085</b>	<b>55,190</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>284-084 HOME PROGRAM</b>		
5901-284-084 ALLOCATED IN		
Housing (HELP Program)/Successor Agency-Housing	51,120	131,415
<b>TOTAL, HOME PROGRAM</b>	<b>63,205</b>	<b>186,605</b>

# Successor Agency Redevelopment



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Successor Agency - Redevelopment Sources and Uses**

**REDEVELOPMENT OBLIGATION RETIREMENT FUND**

This fund was established to account for distributions from the County of San Diego Auditor & Controller's Redevelopment Property Tax Trust Fund (RPTTF) used to retire eligible enforceable obligations during the dissolution of the redevelopment agency.

**Sources of Funds:**

	<b>2013-14</b>	<b>2014-15</b>
County of San Diego Trust Fund (RPTTF)-ROPS	\$ 10,219,510	\$ 10,157,505
<b>TOTAL, Sources</b>	<b><u>\$ 10,219,510</u></b>	<b><u>\$ 10,157,505</u></b>

**Uses of Funds:**

Transfer to Successor Agency-Redevelopment	\$ 10,219,510	\$ 10,157,505
<b>TOTAL, Uses</b>	<b><u>\$ 10,219,510</u></b>	<b><u>\$ 10,157,505</u></b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**REDEVELOPMENT OBLIGATION RETIREMENT FUND**

**Description:** This fund was established to account for distributions from the County of San Diego Auditor & Controller's Redevelopment Property Tax Trust Fund (RPTTF) used to retire eligible enforceable obligations during the dissolution of the redevelopment agency.

**BUDGET SUMMARY**

**DEPARTMENT PRIORITIES**

- To ensure all funding received from the Redevelopment Property Tax Trust Fund is transferred out to the appropriate fund in a timely manner for payment of eligible enforceable obligations

**MAJOR BUDGET IMPACTS**

- This fund was created as a result of ABx 126 which eliminated redevelopment agencies
- This fund has been reclassified from a Special Revenue fund to a Private Purpose Trust Fund. The Fund number changed from 290 to 790.

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Successor Agency - Redevelopment Sources and Uses**

**SUCCESSOR AGENCY-REDEVELOPMENT**

This fund was established to account for transactions related to the winding down of the redevelopment agency.

**Sources of Funds:**

	<b>2013-14</b>	<b>2014-15</b>
Rental Income	\$ 12,000	\$ 12,000
Trustee Reserve Funds	347,480	-
Transfer from Redevelopment Obligation Retirement Fund	10,219,510	10,157,505
<b>TOTAL, Sources</b>	<b>\$ 10,578,990</b>	<b>\$ 10,169,505</b>

**Uses of Funds:**

Maintenance and Operations	\$ 2,237,080	\$ 1,798,880
Allocations	267,655	265,850
<b>TOTAL, Operating Budget</b>	<b>2,504,735</b>	<b>2,064,730</b>
Bond Principal	5,715,000	5,785,000
CalHFA Loan Principal	1,850,000	1,400,000
Advance Payback to Traffic Impact Fund	50,000	50,000
Advance Payback to Housing Fund	-	694,980
Add to Reserves	459,255	174,795
<b>TOTAL, Uses</b>	<b>\$ 10,578,990</b>	<b>\$ 10,169,505</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Department Summary**

**SUCCESSOR AGENCY-REDEVELOPMENT**

**Description:** This fund was established to account for transactions related to the winding down of the redevelopment agency.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	0	0	30,000	2,237,080
Allocations (Net)	0	0	261,000	267,655
Total Budget	<u>0</u>	<u>0</u>	<u>291,000</u>	<u>2,504,735</u>

**DEPARTMENT PRIORITIES**

- To make timely payments of enforceable obligations incurred during the winding down of the redevelopment agency

**MAJOR BUDGET IMPACTS**

- This fund was created as a result of ABx 1 26 which eliminated redevelopment agencies
- This fund has been reclassified from a Special Revenue fund to a Private Purpose Trust Fund. The Fund number changed from 291 to 791
- The Successor Agency-Housing Debt Service Fund(381) and the Successor Agency-Debt Service Fund(387) have been combined within this fund

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>791-091 SUCCESSOR AGENCY-REDEVELOPMENT</b>		
5131-791-091 PROFESSIONAL SERVICES/CONTRACTS		
Audit and Consulting Fees	30,000	30,000
5170-791-091 UTILITIES	0	12,000
5501-791-091 INTEREST		
CalHFA Loan	0	555,000
5502-791-091 BOND INTEREST	0	1,706,100
5505-791-091 BOND EXPENSE	0	138,250
5509-791-091 BOND AMORTIZATION		
Amortization of Bond Premium/Discount	0	(204,270)
<b>TOTAL, M &amp; O</b>	<b>30,000</b>	<b>2,237,080</b>
5901-791-091 ALLOCATED IN		
City Manager	26,100	31,675
City Attorney	52,200	38,270
City Clerk	26,100	31,675
Finance	156,600	166,035
	261,000	267,655
<b>TOTAL, SUCCESSOR AGENCY-REDEVELOPMENT</b>	<b>291,000</b>	<b>2,504,735</b>



# Debt Service Funds



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Debt Service Fund Sources and Uses**

**GENERAL OBLIGATION BOND DEBT SERVICE**

This fund was established to account for transactions related to all general obligation debt issued by the City related to the construction of the public safety facilities, including the accumulation of resources for and the payment of interest and principal on long-term bonds. Funding is provided through property taxes designated for the general obligation bonds.

**Sources of Funds:**

	<b>2013-14</b>	<b>2014-15</b>
Secured Property Tax	\$ 5,036,345	\$ 5,044,180
Penalties	25,990	26,030
Excess Acquisition Fund	121,910	121,910
Interest	14,500	13,000
<b>TOTAL, Sources</b>	<b><u>\$ 5,198,745</u></b>	<b><u>\$ 5,205,120</u></b>

**Uses of Funds:**

Bond Interest	\$ 3,496,545	\$ 3,417,920
Bond Expense	2,200	2,200
Bond Principal	1,700,000	1,785,000
<b>TOTAL, Uses</b>	<b><u>\$ 5,198,745</u></b>	<b><u>\$ 5,205,120</u></b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**GENERAL OBLIGATION BOND DEBT SERVICE**

**Description:** This fund was established to account for transactions related to all general obligation debt issued by the City related to the construction of the public safety facilities, including the accumulation of resources for and the payment of interest and principal on long-term bonds. Funding is provided through property taxes designated for the general obligation bonds.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	5,188,745	5,194,195	5,194,795	5,198,745

**DEPARTMENT PRIORITIES**

- Not Applicable

**MAJOR BUDGET IMPACTS**

- None

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>320-150 GENERAL OBLIGATION BOND DEBT SERVICE</b>		
5502-320-150 BOND INTEREST	3,563,145	3,496,545
5505-320-150 BOND EXPENSE	1,650	2,200
5520-320-150 BOND PRINCIPAL	1,630,000	1,700,000
<b>TOTAL, M &amp; O</b>	<b>5,194,795</b>	<b>5,198,745</b>
<b>TOTAL, GENERAL OBLIGATION BOND DEBT SERVICE</b>	<b>5,194,795</b>	<b>5,198,745</b>



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Debt Service Fund Sources and Uses**

**VINEYARD GOLF COURSE DEBT SERVICE**

This fund was established to account for transactions related to all debt issued by the City related to the construction of the Vineyard Golf Course, including the accumulation of resources for, and the payment of interest and principal on long-term bonds. Funding is provided through loan payments received from the leasee operating the golf course which are deposited in the Recreation fund and then transferred to cover debt service.

**Sources of Funds:**

	<b>2013-14</b>	<b>2014-15</b>
Transfer from General Fund	\$ -	\$ 109,855
Transfer from Recreation Fund	719,000	64,500
Interest	640	100
Trustee Reserve Funds	1,180	673,490
<b>TOTAL, Sources</b>	<b>\$ 720,820</b>	<b>\$ 847,945</b>

**Uses of Funds:**

Bond Interest	\$ 79,170	\$ 27,090
Bond Expense	1,500	1,500
Bond Principal	595,000	645,000
<b>TOTAL, Operating Budget</b>	<b>675,670</b>	<b>673,590</b>
Add to Reserves	45,150	174,355
<b>TOTAL, Uses</b>	<b>\$ 720,820</b>	<b>\$ 847,945</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**VINEYARD GOLF COURSE DEBT SERVICE**

**Description:** The Golf Course Debt Service fund was established to account for transactions related to all debt issued by the City related to the construction of the Vineyard Golf Course, including the accumulation of resources for, and the payment of interest and principal on long-term bonds. Funding is provided through loan payments received from the leasee operating the golf course.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	678,070	678,070	678,760	675,670

**DEPARTMENT PRIORITIES**

- Not Applicable

**MAJOR BUDGET IMPACTS**

- Increase in transfer from the Recreation fund

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>375-175 VINEYARD GOLF COURSE DEBT SERVICE</b>		
5502-375-175 BOND INTEREST	127,260	79,170
5505-375-175 BOND EXPENSE	1,500	1,500
5520-375-175 BOND PRINCIPAL	550,000	595,000
<b>TOTAL, M &amp; O</b>	<b>678,760</b>	<b>675,670</b>
<b>TOTAL, VINEYARD GOLF COURSE DEBT SERVICE</b>	<b>678,760</b>	<b>675,670</b>



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Debt Service Fund Sources and Uses**

**REIDY CREEK GOLF COURSE DEBT SERVICE**

This fund was established to account for transactions related to all debt issued by the City related to the construction of the Reidy Creek Golf Course, including the accumulation of resources for, and the payment of interest and principal on long-term bonds. Funding is provided by a transfer from the General Fund.

**Sources of Funds:**

	<b>2013-14</b>	<b>2014-15</b>
Transfer from General Fund	\$ 362,515	\$ 362,090
Interest	200	180
<b>TOTAL, Sources</b>	<b>\$ 362,715</b>	<b>\$ 362,270</b>

**Uses of Funds:**

Bond Interest	\$ 154,715	\$ 149,270
Bond Expense	3,000	3,000
Bond Principal	205,000	210,000
<b>TOTAL, Uses</b>	<b>\$ 362,715</b>	<b>\$ 362,270</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**REIDY CREEK GOLF COURSE DEBT SERVICE**

**Description:** This fund was established to account for transactions related to all debt issued by the City related to the construction of the Reidy Creek Golf Course, including the accumulation of resources for, and the payment of interest and principal on long-term bonds. Funding is provided by a transfer from the General Fund.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	363,190	369,265	380,475	362,715

**DEPARTMENT PRIORITIES**

- Not Applicable

**MAJOR BUDGET IMPACTS**

- Decrease in the amount of interest due

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>376-175 REIDY CREEK GOLF COURSE DEBT SERVICE</b>		
5502-376-175 BOND INTEREST	262,475	154,715
5505-376-175 BOND EXPENSE	3,000	3,000
5520-376-175 BOND PRINCIPAL	115,000	205,000
<b>TOTAL, M &amp; O</b>	<b>380,475</b>	<b>362,715</b>
<b>TOTAL, REIDY CREEK GOLF COURSE DEBT SERVICE</b>	<b>380,475</b>	<b>362,715</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Department Summary**

**SUCCESSOR AGENCY-HOUSING DEBT SERVICE**

**Description:** This fund was established to account for transactions related to various loans due to CAL HFA, including the accumulation of resources for , and the payment of principal and interest on the loans. These loans were used for various Housing Set Aside development projects.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Employee Services	0	0	0	0
Maintenance & Operations	<u>1,026,467</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Budget	1,026,467	0	0	0

**DEPARTMENT PRIORITIES**

- Not Applicable

**MAJOR BUDGET IMPACTS**

- This fund has been reclassified from a Debt Service Fund and combined with the Private Purpose Trust Fund 791 (Successor Agency - Redevelopment)



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Department Summary**

**SUCCESSOR AGENCY-DEBT SERVICE**

**Description:** The Community Development Commission Debt Service account includes the cost of the interest and redemption requirements for the Community Development Commission tax allocation bonds and Capital Appreciation Bonds. Proceeds from the issues provided financing for the City Hall and Civic Center complex.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Employee Services	0	10,652	0	0
Maintenance & Operations	11,758,493	16,010,768	10,970,820	0
Total Budget	<u>11,758,493</u>	<u>16,021,420</u>	<u>10,970,820</u>	<u>0</u>

**DEPARTMENT PRIORITIES**

- Not Applicable

**MAJOR BUDGET IMPACTS**

- This fund has been reclassified from a Debt Service Fund and combined with the Private Purpose Trust Fund 791 (Successor Agency - Redevelopment)

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>387-187 SUCCESSOR AGENCY-DEBT SERVICE</b>		
5502-387-187 BOND INTEREST	3,628,560	0
5505-387-187 BOND EXPENSE	15,000	0
5520-387-187 BOND PRINCIPAL	7,327,260	0
<b>TOTAL, M &amp; O</b>	<b>10,970,820</b>	<b>0</b>
<b>TOTAL, SUCCESSOR AGENCY-DEBT SERVICE</b>	<b>10,970,820</b>	<b>0</b>



# Enterprise Funds



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Enterprise Fund Sources and Uses**

**WATER**

This fund was created to account for the financial activity of the City's water utility. The water utility is financed and operated in a manner similar to a private enterprise. The costs (expenses, including depreciation) of providing these services to the general public are financed or recovered primarily through user charges.

<b><u>Sources of Funds:</u></b>	<b>2013-14</b>	<b>2014-15</b>
Water Sales	\$ 38,000,000	\$ 41,800,000
Water Service Charges	12,500,000	14,000,000
Vista Irrigation District (filtration charge)	2,250,000	2,250,000
Sale of Electric Power	150,000	150,000
Lake Income	880,000	880,000
Connection Charges	375,000	375,000
Other Revenue	30,000	30,000
Interest	123,400	100,800
Vista Irrigation District (Capital Project Reimbursement)	325,000	325,000
State Grants	500,000	500,000
<b>TOTAL, Sources</b>	<b>\$ 55,133,400</b>	<b>\$ 60,410,800</b>

<b><u>Uses of Funds:</u></b>		
<u>Operating Budget (Water, Canal and Lakes)</u>		
Employee Services	\$ 8,065,235	\$ 7,996,285
Maintenance and Operations	37,268,010	37,214,010
Capital Outlay	53,275	53,275
Internal Service Charges	1,524,250	1,524,250
Allocations	5,166,905	5,102,825
<b>TOTAL, Operating Budget</b>	<b>52,077,675</b>	<b>51,890,645</b>
Transfer to Water Capital Project Fund	1,500,000	2,000,000
Bond Principal	1,175,000	1,025,000
SRF Loan Principal	214,210	219,615
Add to Reserves	166,515	5,275,540
<b>TOTAL, Uses</b>	<b>\$ 55,133,400</b>	<b>\$ 60,410,800</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**WATER**

**Description:** The Water Operations Division operates the water treatment and the distribution system according to state and federal mandate to insure that high quality water is delivered at the most economical costs.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	62.0	61.0	62.0	60.0
Contract/Grant Funded	5.0	5.0	5.0	5.0
Temporary Part-Time (FTE)	1.8	1.8	0.7	0.7
Department Total	<u>68.8</u>	<u>67.8</u>	<u>67.7</u>	<u>65.7</u>
<b>BUDGET:</b>				
Employee Services	5,422,364	5,475,220	6,230,490	6,130,285
Maintenance & Operations	20,818,322	28,526,183	31,376,745	36,528,700
Capital	20,782	20,660	15,000	15,000
Internal Service Charges	881,611	905,658	1,150,785	1,083,975
Allocations (Net)	4,228,810	4,278,117	4,713,445	5,148,650
Total Budget	<u>31,371,889</u>	<u>39,205,838</u>	<u>43,486,465</u>	<u>48,906,610</u>

**DEPARTMENT PRIORITIES**

- Provide safe, reliable, quality water to the residents, businesses and agricultural interests of Escondido in an economical and effective manner
- Provide water education and public outreach for water resources, water quality, conservation, watershed management and pollution prevention
- Maintain the water treatment facilities and distribution system to meet or exceed all regulatory requirements
- Provide for future growth and reliability by optimizing existing facilities and planning improvements to increase redundancy in supply and treatment

**MAJOR BUDGET IMPACTS**

- Reorganization of positions resulting in a decrease in regular full-time positions
- \$5 million increase in the cost of purchased water to be offset by an increase in water rates
- Decrease in fleet, office automation and insurance internal service charges
- Increase in allocations in from other funds

**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Line Item Detail**

	<u>2012-13</u> <u>REVISED</u>	<u>2013-14</u> <u>BUDGET</u>
<b>555-410 WATER</b>		
5001-555-410 REGULAR FULL-TIME		
1 Deputy Director/Utilities Construction & Maint. (to 420)	107,020	0
1 Director of Utilities	138,000	138,000
1 Administrative Aide	33,920	31,080
1 Administrative Assistant	39,335	39,730
1 Assistant Planner II (to 440 - Environmental Program Spec.)	64,460	0
1 Control System Technician III	68,060	75,500
2 Cross Connection Tech I/II's	103,870	104,385
3 Department Assistants	35,675	111,335
1 Deputy Director/Water	110,640	110,640
2 Engineer I/II's (to 420 - Associate Engineers)	132,375	0
1 Field Engineering Inspector II	64,460	65,105
1 Laboratory Technician II	62,850	63,480
1 Management Analyst I	57,045	57,045
1 Meter Reader Supervisor	72,885	63,590
3 Sr. Water Distribution Supervisors	245,860	256,260
8 Sr. Water Distribution Technicians	450,290	466,380
1 Utilities Analyst	67,290	67,290
1 Water Distribution Superintendent	93,985	93,985
19 Water Distribution Technician I/II's	867,215	892,675
2 Water Service Representatives	89,670	94,625
1 Water Treatment Plant Operations Superintendent	90,185	103,400
1 Water Treatment Plant Operations Supervisor	88,910	85,525
10 Water Treatment Plant Operator In Training, II's & III's	704,070	733,540
Shift Differential	19,380	19,380
Bilingual Pay	20,150	18,200
Confined Space Team	36,200	36,200
Certification Pay	18,000	18,000
Vacation-Holiday Payoff	17,000	17,000
Retirement Contingency	30,705	30,705
Budget Adjustment-MOU agreements (09-10,12-07,12-08,12-09,12-11)	116,445	0
Adjustments:		
Pay Reductions	<u>(180,045)</u>	<u>0</u>
	3,865,905	3,793,055
5002-555-410 CONTRACT/GRANT FUNDED		
5 Water Meter Readers	177,845	178,735
Pay Reductions	<u>(7,540)</u>	<u>0</u>
	170,305	178,735

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>555-410 WATER</b>		
5004-555-410 TEMPORARY PART-TIME		
Department Specialist	14,335	14,335
5020-555-410 OVERTIME		
Comp Time Contingency	8,000	8,000
Emergency Overtime	135,000	135,000
Holiday Pay	23,760	23,760
Stand-By	36,400	36,400
	203,160	203,160
5025-555-410 EMPLOYEE OVERHEAD		
Existing Staff	1,816,720	1,748,550
Contract/Grant Funded Positions	100,440	105,050
Temporary Positions	690	490
Shift/Bilingual/Holiday/Retirement/Overtime Pay	12,700	20,055
Confined Space/Certification Pay	16,335	16,180
Budget Adjustment-MOU agreements (09-10,12-07,12-08,12-09,12-11)	33,500	0
Adjustments: Pay Reductions	(53,845)	0
	1,926,540	1,890,325
5030-555-410 FLEXIBLE BENEFITS	50,245	50,675
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>6,230,490</b>	<b>6,130,285</b>
5101-555-410 OFFICE/OPERATING SUPPLIES		
LPG for Water Treatment Plant	29,920	38,800
Miscellaneous Parts & Supplies	300,500	300,500
Office Supplies	18,450	23,000
Safety Items	20,090	25,000
Small Tools and Equipment	8,500	25,000
T-Shirts	1,950	2,200
Uniforms	19,390	25,000
Water Treatment Plant	25,000	100,000
	423,800	539,500

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>555-410 WATER</b>		
5104-555-410 PURCHASED WATER	20,500,000	25,500,000
5106-555-410 CHEMICALS		
Water Treatment Chemicals	3,500,000	3,500,000
5107-555-410 MINOR TOOLS & EQUIPMENT		
2100Q Portable Turbidimeter (1R)	1,100	0
LPD 250 Aluminum Diffuser (1R)	1,000	0
Power Grit Utility Saw Chain (1R)	4,500	0
Wacker 2 Stroke BS50 Oil Injected Ram (1R)	3,000	0
Traffic Control Signage and Trailer (1R)	12,000	0
119 Trench Digger (2R)	0	2,100
160A Pavement Breaker (2R)	0	2,500
260 Chipping Hammer (2R)	0	1,100
SC300 Hand Held Meter Reading Units (3R)	0	12,000
Hach Pocket Colorimeter (5R)	0	2,500
Hach Portable Turbidimeter (5R)	0	6,000
Portable Water Meter Tester	0	4,000
	21,600	30,200
5126-555-410 MAINTENANCE OF EQUIPMENT		
Bear Valley Power Plant Maintenance	10,000	10,000
Cleaning/Inspection Equipment	2,000	2,000
Copier Maintenance	700	0
Distributions System SCADA	10,000	10,000
Flow Meters (1R)	0	7,000
Laboratory and Office Equipment	1,800	1,800
Meter Reading Equipment	3,000	3,000
Model 4040 Flocculator Drive	7,000	7,000
Office Equipment Maintenance Contracts	0	1,000
Power Plant Maintenance	5,000	5,000
Process Instrumentation	15,000	15,000
Spare Parts-PLC 5/60-WTP	2,000	2,000
Treatment Plant Instrumentation	20,000	20,000
WTP Motor & Pump Repair	45,000	45,000
	121,500	128,800

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
<b>555-410 WATER</b>		
5128-555-410 MAJOR MAINTENANCE		
Basin Valves (3R)	0	6,000
Chlorine System SCADA Re-build	3,000	0
Dixon Suction Line Repair	0	20,000
Filter #3 Valve Rebuild	0	10,000
Flashmix Pump Rebuild	0	3,000
Waste Gate Filter Rebuild	0	15,000
	3,000	54,000
5131-555-410 PROFESSIONAL SERVICES/CONTRACTS		
Chemical Spill Clean-up Contingency	5,000	20,000
Chlorine System Maintenance	12,000	12,000
Consultants Fees	115,000	115,000
Contract Labor	15,000	15,000
Control Systems Maintenance	70,000	100,000
Customer Service/Emergency Assistance	15,000	15,000
Distribution Reservoir Landscape Maintenance	20,000	29,000
Electrical Contractors	20,000	20,000
Instrument Calibration & Certification	15,000	15,000
Lake Divers - Quagga Mussel Control/Inspections	35,000	35,000
Legal Services	515,000	515,000
On-site Training	20,000	20,000
Reservoir Maintenance/Cleaning	18,000	18,000
Site Maintenance	10,000	20,000
State Lobbyist	30,000	30,000
Underground Service Alert	2,885	2,885
Water Conservation Program	39,000	39,000
Water Operations Janitorial	2,000	2,000
WTP Landscaping/Janitorial	28,000	28,000
A-11 Reservoir Repairs	20,000	0
	1,006,885	1,050,885
5160-555-410 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	32,250	32,250
5161-555-410 MILEAGE REIMBURSEMENT		
Miscellaneous	600	600

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>555-410 WATER</b>		
5162-555-410 DUES AND SUBSCRIPTIONS		
ACWA	17,000	17,000
American Public Works Association	250	250
American Water Works Association	2,600	2,600
American Water Works Research Foundation	12,000	12,000
ASSA CA	0	23,000
AWWA Partnership for Safe Water	800	800
California Water Awareness	1,300	1,300
Foundation for Cross Connection Control	1,300	1,300
Professional Association Dues	900	900
San Diego County Utility Managers	150	150
Southern California Water Committee	750	750
Technical Publications	1,050	1,050
Water Conservation Publications	520	520
	<u>38,620</u>	<u>61,620</u>
5163-555-410 AUTO ALLOWANCE		
Director of Utilities	5,100	5,100
5167-555-410 ADVERTISING AND PRINTING		
Annual Water Quality Report	25,000	25,000
Conservation Program Materials	6,500	6,500
Prop 218 Notification	5,000	5,000
School Tours - WTP	2,000	2,000
	<u>38,500</u>	<u>38,500</u>
5170-555-410 UTILITIES		
Distribution Pump Station Electrical	184,800	184,800
Local Raw Water Lift (Esc)	40,795	40,795
Local Raw Water Lift (VID)	81,585	81,585
Treatment Plant Operation	293,000	293,000
Washwater and Dixon Rec. Lift	76,650	76,650
	<u>676,830</u>	<u>676,830</u>
5171-555-410 WATER		
City Water Expenses	1,500,000	1,500,000

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>555-410 WATER</b>		
5173-555-410 OTHER TELEPHONE		
Cellular Phones	22,400	22,400
Telephone System	75,000	0
	<u>97,400</u>	<u>22,400</u>
5180-555-410 RENT		
Facility Lease	296,840	323,765
Loader/Misc	3,000	3,000
	<u>299,840</u>	<u>326,765</u>
5190-555-410 OTHER EXPENSE		
FERC Fees	110	110
Miscellaneous Supplies	4,200	4,200
NPDES Cat III	0	2,000
OT Allowance	6,500	6,500
Real Estate Taxes	116,960	116,960
S.D. County Hazardous Materials Regulation Fees	2,420	2,420
State Dam Permits (Wohlford, Dixon)	25,300	25,300
State DHS Fee	14,300	14,300
SWRCH Hydrostatic Discharge Permit	1,500	1,500
WTP Operator and Distribution Operator Cert. Renewals	3,630	3,630
	<u>174,920</u>	<u>176,920</u>
5193-555-410 SOFTWARE		
Adobe Acrobat - Professional (1N)	0	1,000
AMMS - MicroWest (WTP)	2,000	2,000
ARC/INFO	1,500	1,500
ArcView	700	1,000
AutoCad Lite	1,000	1,000
Computer Licensing	9,625	9,625
Hydraulic Modeling (Innovyze)	0	1,500
Itron Maintenance/Support	7,400	7,400
Rockwell Software Support	2,500	2,500
VPM	0	1,500
Wonderware Support - WTP	15,000	15,000
XC2 Software Support (for CCC)	950	950
	<u>40,675</u>	<u>44,975</u>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>555-410 WATER</b>		
5194-555-410 MINOR OFFICE EQUIPMENT		
Desktop Computers (1N)	900	900
Laptop Computers (5N)	13,500	13,500
Monitor (1N)	500	500
	<u>14,900</u>	<u>14,900</u>
5501-555-410 INTEREST		
SRF Loan	33,295	30,825
ARRA Loan	0	65,520
	<u>33,295</u>	<u>96,345</u>
5502-555-410 BOND INTEREST	2,689,680	2,701,440
5505-555-410 BOND EXPENSE	93,900	90,120
5509-555-410 BOND AMORTIZATION		
Amortization of Bond Premium/Discount and Deferred Charges	63,450	(63,450)
<b>TOTAL, M &amp; O</b>	<b>31,376,745</b>	<b>36,528,700</b>
5209-555-410 OTHER CAPITAL OUTLAY		
Chemical Feed Pumps (2R)	15,000	15,000
<b>TOTAL, CAPITAL</b>	<b>15,000</b>	<b>15,000</b>
5125-555-410 BUILDING REPAIRS/MAINTENANCE	86,485	93,040
5164-555-410 EQUIPMENT EXPENSE	589,055	544,070
5165-555-410 DUPLICATING CENTER	8,320	4,995
5172-555-410 TELEPHONE	33,670	36,485

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>555-410 WATER</b>		
5174-555-410 RADIO COMMUNICATIONS	13,000	12,805
5175-555-410 MAIL SERVICES	4,375	3,770
5178-555-410 OFFICE AUTOMATION	77,620	60,060
5183-555-410 INSURANCE		
Liability Insurance	268,450	248,865
Property Insurance	69,810	79,885
	<u>338,260</u>	<u>328,750</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>1,150,785</b>	<b>1,083,975</b>
<b>SUBTOTAL, WATER</b>	<b>38,773,020</b>	<b>43,757,960</b>
 5901-555-410 ALLOCATED IN		
City Council	67,400	69,645
City Manager	184,540	232,970
Video Services	8,250	7,960
City Attorney	323,650	335,330
City Clerk	191,015	196,255
City Treasurer	38,195	45,920
Finance	840,665	916,785
Human Resources	142,540	164,265
Risk Management	21,795	0
Information Systems	287,085	296,660
Planning	73,225	79,580
Code Enforcement	93,740	99,285
Building	82,265	88,765
Engineering	49,200	56,060
Maintenance/Streets	476,895	477,915
Police	622,270	622,270
Fire	572,955	572,955
Wastewater	1,060,345	1,186,350
	<u>5,136,030</u>	<u>5,448,970</u>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>555-410 WATER</b>		
5902-555-410 ALLOCATED OUT		
Canal Operations	(21,710)	(15,345)
Wastewater	(334,780)	(161,825)
Recycled Water	(30,815)	(45,250)
Stormwater	(35,280)	(10,150)
Capital Improvement Projects	0	(67,750)
	(422,585)	(300,320)
 <b>TOTAL, WATER</b>	 <b>43,486,465</b>	 <b>48,906,610</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Department Summary**

**CANAL OPERATIONS**

**Description:** The Canal Operation provides maintenance on the Escondido Canal which carries untreated water 14 miles from the intake on the San Luis Rey River to Lake Wohlford.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	5.0	5.0	5.0	5.0
<b>BUDGET:</b>				
Employee Services	451,792	457,582	459,875	465,005
Maintenance & Operations	78,047	65,715	179,740	179,740
Capital	0	0	12,000	13,275
Internal Service Charges	121,824	125,796	140,455	123,030
Allocations (Net)	23,208	23,268	23,290	16,925
Total Budget	<u>674,871</u>	<u>672,361</u>	<u>815,360</u>	<u>797,975</u>

**DEPARTMENT PRIORITIES**

- Ensure the safe and adequate transfer of water from the San Luis Rey River diversion structure to Lake Wohlford in an economical and effective manner
- Provide coordination and excellent service to Vista Irrigation District and the Indian Bands affected

**MAJOR BUDGET IMPACTS**

- Decrease in fleet internal service charges
- Decrease in allocations in from the Water fund

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>555-412 CANAL OPERATIONS</b>		
5001-555-412 REGULAR FULL-TIME		
1 Canal Superintendent	73,100	73,100
2 Assistant Canal Superintendents	98,650	94,500
2 Canal Assistants I/II's	91,240	91,240
Vacation-Holiday Payoff	5,450	5,450
	268,440	264,290
5020-555-412 OVERTIME		
Emergency Overtime	10,000	10,000
Holiday Pay	7,300	7,300
Standby Pay	15,000	15,000
	32,300	32,300
5025-555-412 EMPLOYEE OVERHEAD		
Existing Staff	139,870	149,415
Vacation-Holiday Pay/Overtime	2,745	2,645
	142,615	152,060
5030-555-412 FLEXIBLE BENEFITS	16,520	16,355
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>459,875</b>	<b>465,005</b>
5101-555-412 OFFICE/OPERATING SUPPLIES		
Cement	10,000	10,000
Copper Sulfate	15,000	15,000
Lumber	5,000	5,000
Miscellaneous	20,000	20,000
Office Supplies	1,200	1,200
Road Maintenance	35,000	35,000
Tools	1,000	1,000
T-Shirts	300	300
Uniforms	5,040	5,040
	92,540	92,540

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>555-412 CANAL OPERATIONS</b>		
5126-555-412 MAINTENANCE OF EQUIPMENT		
Equipment Maintenance	3,500	3,500
Fence Repair	12,000	12,000
	15,500	15,500
5131-555-412 PROFESSIONAL SERVICES/CONTRACTS		
Portable Toilet Service	2,800	2,800
Temporary Personnel	60,000	60,000
	62,800	62,800
5162-555-412 DUES AND SUBSCRIPTIONS		
International Society of Explosive Engineers	200	200
5170-555-412 UTILITIES		
	700	700
5173-555-412 OTHER TELEPHONE		
Cellular Phones	7,500	7,500
5190-555-412 OTHER EXPENSE		
SD County Explosives Permit Renewal	500	500
<b>TOTAL, M &amp; O</b>	<b>179,740</b>	<b>179,740</b>
5209-555-412 OTHER CAPITAL OUTLAY		
Kubota BX 1860 Tractor (1 R)	12,000	0
Medium Duty Dump Trailer - 12,000 lb GVWR (1N)	0	6,200
Yamaha ATV (1R)	0	7,075
	12,000	13,275
<b>TOTAL, CAPITAL</b>	<b>12,000</b>	<b>13,275</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>555-412 CANAL OPERATIONS</b>		
5164-555-412 EQUIPMENT EXPENSE	100,365	82,780
5178-555-412 OFFICE AUTOMATION	6,890	4,935
5183-555-412 INSURANCE		
Liability Insurance	21,190	21,080
Property Insurance	12,010	14,235
	<u>33,200</u>	<u>35,315</u>
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>140,455</b>	 <b>123,030</b>
 <b>SUBTOTAL, CANAL OPERATIONS</b>	 <b>792,070</b>	 <b>781,050</b>
 5901-555-412 ALLOCATED IN		
Information Systems/Data Processing	1,580	1,580
Water	21,710	15,345
	<u>23,290</u>	<u>16,925</u>
 <b>TOTAL, CANAL OPERATIONS</b>	 <b>815,360</b>	 <b>797,975</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**LAKES**

**Description:** The Lakes Division operates the City's two lake facilities and supervises the city wide park ranger program.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	10.0	10.0	10.0	10.0
Temporary Part-Time (FTE)	28.7	28.7	28.7	29.8
Department Total	<u>38.7</u>	<u>38.7</u>	<u>38.7</u>	<u>39.8</u>
<b>BUDGET:</b>				
Employee Services	1,314,807	1,331,351	1,422,665	1,469,945
Maintenance & Operations	381,923	452,178	543,085	559,570
Capital	12,931	30,601	25,000	25,000
Internal Service Charges	303,625	305,592	329,900	317,245
Allocations (Net)	1,668	1,692	1,705	1,330
Total Budget	<u>2,014,954</u>	<u>2,121,414</u>	<u>2,322,355</u>	<u>2,373,090</u>

**DEPARTMENT PRIORITIES**

- Provide quality recreational opportunities at Lake Dixon, Lake Wohlford and Daley Ranch
- Protect the lakes from potential contamination associated with public access and educate the public regarding watershed protection
- Provide Citywide Park Ranger services

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts
- Added 1 temp. part-time position
- Increase in professional services
- Decrease in building maintenance, insurance and office automation internal service charges

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>555-414 LAKES</b>		
5001-555-414 REGULAR FULL-TIME		
1 Lakes & Open Space Superintendent	78,265	78,265
1 Administrative Assistant	35,680	36,005
2 Lakes & Open Space Supervisors	126,300	142,010
1 Maintenance Technician I/II	38,640	40,775
5 Park Ranger I/II's	207,900	216,480
Vacation/Holiday Payoff	7,400	7,400
Bilingual Pay	2,600	2,600
Retirement Contingency	10,130	10,130
Budget Adjustment-MOU agreements (09-10,12-07,12-08,12-11)	18,640	0
Adjustments:		
Pay Reductions	(23,385)	0
	502,170	533,665
5004-555-414 TEMPORARY PART-TIME		
<u>Temporaries w/PERS:</u>		
9 Ranger Specialists	180,000	202,000
2 Park Attendants	35,000	35,000
1 Park Attendant III - Concessions	15,000	15,000
<u>All Other Temporaries:</u>		
Dixon:		
11 Park Attendant I's	142,000	142,000
4 Park Attendant II's	50,340	50,340
Dixon Concession:		
6 Park Attendant I's	59,450	59,450
Wohlford:		
7 Park Attendant I's	74,500	74,500
1 Park Attendant III	17,000	17,000
TOTAL, TEMPORARY PART-TIME:	573,290	595,290
5020-555-414 OVERTIME		
Dixon Overtime	2,400	2,400
Holiday Pay	10,000	10,000
	12,400	12,400

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>555-414 LAKES</b>		
5025-555-414 EMPLOYEE OVERHEAD		
Existing Staff	215,185	224,230
Temporary Positions (with PERS)	69,320	75,220
Temporary Positions (w/o PERS)	36,175	16,135
Vacation, Holiday & Bilingual Pay/Overtime	6,500	4,155
Budget Adjustment-MOU agreements (09-10,12-07,12-08,12-11)	5,805	0
Adjustments:		
Pay Reductions	(6,715)	0
	326,270	319,740
5030-555-414 FLEXIBLE BENEFITS	8,535	8,850
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,422,665</b>	<b>1,469,945</b>
5101-555-414 OFFICE/OPERATING SUPPLIES		
Dixon:		
Building Supplies	10,000	10,000
Daley Ranch - Misc. Supplies and Equipment	15,000	15,000
Grounds Maintenance	10,000	10,000
Other Supplies	5,000	5,000
Park Ranger Uniform Allowance	9,500	9,500
Pesticides	2,000	2,000
T-Shirts	300	300
Dixon Concession:		
Food and Tackle	50,000	50,000
Uniforms	500	500
Wohlford:		
Building Supplies	7,000	7,000
Chemicals, Trash Bags	1,000	1,000
Grounds Maintenance	2,000	2,000
Other Supplies	5,000	5,000
Park Ranger Uniform Allowance	1,000	1,000
Pesticides	500	500
Parks:		
Purchase of State Fishing Licenses	49,000	49,000
Uniforms/Equipment - Downtown Ranger Program	2,500	2,500
	170,300	170,300

**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Line Item Detail**

	<u>2012-13</u> <u>REVISED</u>	<u>2013-14</u> <u>BUDGET</u>
<b>555-414 LAKES</b>		
5107-555-414 MINOR TOOLS & EQUIPMENT		
Battery Chargers - Dixon (2R)	1,250	1,250
Boats-Wohlford (3R) Dixon (4R)	20,000	20,000
Chainsaws (2R)	900	0
Honda Outboard Motors-Wohlford (4R)	6,670	6,670
Radio Batteries (10R)	800	800
Trolling Motors - Dixon (10R)	1,500	1,500
Weed Whips (2R)	0	900
	31,120	31,120
5126-555-414 MAINTENANCE OF EQUIPMENT		
Daley Ranch	2,400	2,400
Dixon	8,725	8,725
Wohlford	5,775	5,775
Rehabilitate Dixon Campground	15,000	15,000
	31,900	31,900
5131-555-414 PROFESSIONAL SERVICES/CONTRACTS		
Daley Ranch Services	20,000	20,000
Dixon Contracts - Fish Plants	125,610	131,890
Portable Toilet Service	44,900	46,900
Wohlford Contracts - Fish Plants	82,820	86,960
	273,330	285,750
5160-555-414 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,500	3,000
5162-555-414 DUES AND SUBSCRIPTIONS		
Professional Association Dues	500	500
5167-555-414 ADVERTISING AND PRINTING		
Derby Promotion - Dixon	4,500	4,500
Derby Promotion - Wohlford	0	2,500
Press Day - Wohlford	2,000	2,000
Printing	4,000	4,000
	10,500	13,000

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>555-414 LAKES</b>		
5170-555-414 UTILITIES		
Electric (Daley Ranch)	2,520	3,000
Electric (Dixon and Wohlford)	16,065	17,000
	<u>18,585</u>	<u>20,000</u>
5173-555-414 OTHER TELEPHONE		
Cellular Phone Expenses	2,000	2,000
Campground Reservation Phone (outside line)	2,000	2,000
	<u>4,000</u>	<u>4,000</u>
5180-555-414 RENT		
Dixon-Pager Rental	350	0
<b>TOTAL, M &amp; O</b>	<b>543,085</b>	<b>559,570</b>
5209-555-414 OTHER CAPITAL		
Gator - Wohlford (1N)	0	17,000
Utility Tractor (1N)	17,000	0
	<u>17,000</u>	<u>17,000</u>
5210-555-414 BUILDING IMPROVEMENTS		
Dock Section for Boat Wash Dixon (1R)	8,000	8,000
<b>TOTAL, CAPITAL</b>	<b>25,000</b>	<b>25,000</b>
5125-555-414 BUILDING REPAIRS/MAINTENANCE	66,285	58,740
5164-555-414 EQUIPMENT EXPENSE	145,780	145,935
5165-555-414 DUPLICATING CENTER	5,095	8,005
5172-555-414 TELEPHONE	14,795	16,225
5174-555-414 RADIO COMMUNICATIONS	16,105	17,690

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>555-414 LAKES</b>		
5175-555-414 MAIL SERVICES	375	185
5178-555-414 OFFICE AUTOMATION	14,145	10,115
5183-555-414 INSURANCE		
Liability Insurance	64,415	57,560
Property Insurance	2,905	2,790
	<u>67,320</u>	<u>60,350</u>
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>329,900</b>	 <b>317,245</b>
 <b>SUBTOTAL, LAKES</b>	 <b>2,320,650</b>	 <b>2,371,760</b>
 5901-555-414 ALLOCATED IN		
Information Systems/Data Processing	1,705	1,330
 <b>TOTAL, LAKES</b>	 <b>2,322,355</b>	 <b>2,373,090</b>



**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Enterprise Fund Sources and Uses**

**WASTEWATER**

This fund was created to account for the financial activity of the City's sewer utility. The sewer utility is financed and operated in a manner similar to a private enterprise. The costs (expenses, including depreciation) of providing these services to the general public are financed or recovered primarily through user charges.

<b><u>Sources of Funds:</u></b>	<b>2013-14</b>	<b>2014-15</b>
Service Charges	\$ 24,000,000	\$ 24,960,000
San Diego Treatment Charge	1,887,000	1,905,500
Connection Charges	350,000	350,000
Interest	275,000	235,000
Interest - Advance to General Fund	60,100	60,100
Sale of Recycled Water	3,000,000	3,180,000
Other Revenue	150,000	150,000
Agency Incentive Payments	85,000	85,000
SRF Loans & City of San Diego Reimbursements	150,000	150,000
SDG&E Raw Water Line	82,500	82,500
Advance Payback from General Fund-Principal	210,000	210,000
<b>TOTAL, Sources</b>	<b>\$ 30,249,600</b>	<b>\$ 31,368,100</b>

<b><u>Uses of Funds:</u></b>		
<u>Operating Budget (Wastewater/Recycled Water/Stormwater)</u>		
Employee Services	\$ 8,735,925	\$ 8,607,770
Maintenance and Operations	13,033,205	13,033,205
Capital Outlay	209,500	200,000
Internal Service Charges	1,227,080	1,227,080
Allocations	1,662,170	1,726,250
<b>TOTAL, Operating Budget</b>	<b>24,867,880</b>	<b>24,794,305</b>
SRF Loan - Principal	1,924,320	1,926,150
Transfer to General Fund	25,000	25,000
Transfer to Fleet Fund	100,000	-
Transfer to Wastewater Capital Project Fund	1,000,000	1,000,000
Payment of Wastewater Connection Rights	328,080	328,080
Bond Principal	1,725,000	1,795,000
Add to Reserves	279,320	1,499,565
<b>TOTAL, Uses</b>	<b>\$ 30,249,600</b>	<b>\$ 31,368,100</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**WASTEWATER**

**Description:** The Wastewater Treatment and Reclamation Division oversees treatment and reclamation operations; maintains plant equipment; monitors and regulates industrial wastes; maintains sewage lift stations; oversees the Stormwater Management Program, and ensures compliance with all Federal and State laws.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	72.0	73.0	72.0	77.0
Temporary Part-Time (FTE)	3.1	3.1	3.1	2.4
Department Total	<u>75.1</u>	<u>76.1</u>	<u>75.1</u>	<u>79.4</u>
<b>BUDGET:</b>				
Employee Services	6,329,404	6,369,130	7,312,620	8,235,185
Maintenance & Operations	6,869,147	7,130,328	9,392,600	9,598,400
Capital	0	6,770	75,000	109,500
Internal Service Charges	939,158	1,009,296	1,271,065	1,197,950
Allocations (Net)	1,278,875	1,220,116	931,855	418,765
Total Budget	<u>15,416,584</u>	<u>15,735,640</u>	<u>18,983,140</u>	<u>19,559,800</u>

**DEPARTMENT PRIORITIES**

- Provide a safe and reliable wastewater collection system, treatment and disposal for the residents, businesses and industries located in
- Maintain the treatment facilities, collection system and disposal facilities to meet or exceed all regulatory mandates in an effective and efficient manner
- Provide excellent customer service by responding to customer requests as quickly as
- Provide for future growth and development by optimizing existing facilities and planning improvements to increase capacity of the treatment and disposal facilities

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts
- Reorganization of positions resulting in 5 additional regular full-time positions
- Increase in professional services
- Increase in capital outlay (tractor)
- Decrease in insurance, fleet and office automation internal service charges
- Increase in allocations out to other funds

**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Line Item Detail**

	<u>2012-13</u> <u>REVISED</u>	<u>2013-14</u> <u>BUDGET</u>
<b>558-420 WASTEWATER</b>		
5001-558-420 REGULAR FULL-TIME		
1 Deputy Director/Utilities Construction & Maint. (from 410)	0	107,020
1 Asset Program Manager	0	85,000
3 Associate Chemists	202,880	217,335
2 Associate Engineers (from 410 - Engineers)	0	158,830
1 Control Systems Analyst	80,595	88,855
3 Control System Technician I, II & III's	201,990	200,830
1 Control Systems Technician Supervisor	86,690	87,555
1 Department Assistant	39,335	39,335
1 Deputy Director of Utilities/Wastewater	113,480	113,480
1 Engineer I/II	0	68,485
4 Environmental Compliance Inspector I/II's	187,820	208,515
1 Field Engineering Inspector	64,460	65,105
1 Laboratory Superintendent	93,245	93,245
5 Laboratory Technician I/II's	284,865	300,145
1 Maintenance Technician I/II	44,780	45,000
5 Plant Systems Technician I/II's	316,375	320,545
1 Plant Systems Technician Supervisor	88,415	89,285
1 Sr. Environmental Compliance Inspector	62,925	66,730
3 Sr. Plant Systems Technicians	218,265	221,280
4 Sr. Wastewater Collections Supervisors	336,945	353,215
2 Sr. Wastewater Collection Technicians	118,685	121,850
4 Sr. Wastewater Treatment Plant Operators	327,655	329,285
2 Supervising Chemists	165,515	175,110
1 Utilities Construction Project Manager	90,150	90,150
1 Utilities Maintenance Superintendent	93,985	93,985
1 Utilities Technician	59,855	60,455
11 Wastewater Collections Technician I/II's	540,425	538,930
1 Wastewater Treatment Plant Superintendent	104,810	104,810
1 Wastewater Treatment Plant Operations Supervisor	90,635	100,815
12 Wastewater Treatment Plant Operator Trainee, I , II & III's	727,220	751,590
Bilingual Pay	17,550	15,600
Shift Differential	33,700	33,700
Vacation-Holiday Payoff	18,000	18,000
Confined Space Team	5,500	5,500
Budget Adjustment-MOU agreements (09-10,12-07,12-08,12-09,12-11)	154,715	0
Adjustments:		
Pay Reductions	(234,795)	0
	4,736,670	5,369,570

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>558-420 WASTEWATER</b>		
5004-558-420 TEMPORARY PART-TIME		
Temporary Part-Time	20,000	20,000
1 Department Specialist (to 410 as Dept Asst)	14,000	0
2 Laboratory Assistants	28,000	28,000
	62,000	48,000
5020-558-420 OVERTIME		
Comp Time Contingency	1,100	1,100
Holiday Pay	24,000	24,000
Hydroflushing	28,560	28,560
Overtime (Includes Stand-By)	185,000	185,000
	238,660	238,660
5025-558-420 EMPLOYEE OVERHEAD		
Existing Staff	2,205,430	2,473,215
Temporary Positions	3,170	1,630
Overtime/Callback	13,495	10,055
Shift Differential/Holiday Pay/Bilingual Pay	17,240	22,085
Budget Adjustment-MOU agreements (09-10,12-07,12-08,12-09,12-11)	47,020	0
Adjustments: Pay Reductions	(67,015)	0
	2,219,340	2,506,985
5030-558-420 FLEXIBLE BENEFITS	55,950	71,970
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>7,312,620</b>	<b>8,235,185</b>
5101-558-420 OFFICE/OPERATING SUPPLIES		
Bioaugmentation (Collection System)	50,000	50,000
Emergency Generator Fuel	7,200	8,000
Laboratory Supplies	110,000	118,650
Lubricants	10,000	10,000
Materials and Tools (Collection System)	70,000	70,000
Materials and Tools (HARRF)	50,000	50,000

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**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
<b>558-420 WASTEWATER</b>		
5101-558-420 OFFICE/OPERATING SUPPLIES (continued)		
Office Supplies	1,500	1,500
Work Uniforms	17,000	17,000
	315,700	325,150
5105-558-420 SAFETY EQUIPMENT	11,300	12,000
5106-558-420 CHEMICALS		
Treatment Chemicals	820,000	820,000
5107-558-420 MINOR TOOLS & EQUIPMENT		
DI Units	5,000	5,000
Doppler Flow Meters	17,000	17,000
Environmental Compliance Supplies	0	5,000
HACH Instruments	0	4,000
High Speed Sewer Root Cutter	4,500	4,500
Prosoft Control Module	6,400	6,400
Samplers	0	20,000
Trench Compactor	4,500	0
	37,400	61,900
5126-558-420 MAINTENANCE OF EQUIPMENT		
Centrifuge Major Maintenance	40,000	40,000
Controls Upgrade for Lift Stations	80,000	80,000
Laboratory Equipment	55,000	55,000
Lift Station Parts	110,000	110,000
Lift Station Telemetry	25,000	25,000
Office Equipment	7,300	7,300
Parts, Mach. Shop, Motor Repair, Tools	155,000	155,000
Plant Control Upgrade	50,000	50,000
Televising Equipment	4,000	4,000
Treatment Plant Instrumentation	50,000	50,000
	576,300	576,300
5131-558-420 PROFESSIONAL SERVICES/CONTRACTS		
Air Pollution Control Testing	8,000	8,000
Benthic Study and Intensive Ocean Monitoring	0	200,000

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**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>558-420 WASTEWATER</b>		
5131-558-420 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Biosolids Handling	1,000,000	1,000,000
Collection System Monitoring	22,000	22,000
Consulting Services	120,000	120,000
Contract Maintenance	215,000	215,000
Crane Certification	5,000	5,000
Emergency Pumping Services	15,000	15,000
Ocean Monitoring	30,000	30,000
Ocean Outfall Maintenance and Operation	330,000	330,000
Office Custodial	50,000	50,000
Outside Laboratory Testing	200,000	200,000
Plant Grounds Maintenance	50,000	50,000
Underground Service Alert	3,000	3,000
	2,048,000	2,248,000
5160-558-420 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	34,000	34,000
5161-558-420 MILEAGE REIMBURSEMENT		
Miscellaneous	650	650
5162-558-420 DUES AND SUBSCRIPTIONS		
CWEA	4,600	4,600
Dues and Subscriptions	5,000	5,000
Water Environment Federation	800	800
	10,400	10,400
5166-558-420 OUTSIDE DUPLICATING		
Miscellaneous	1,250	1,250
5167-558-420 ADVERTISING AND PRINTING		
Prop 218 Notification	5,000	5,000
5170-558-420 UTILITIES		
Cathodic Protection Electrical	8,000	8,000

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**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>558-420 WASTEWATER</b>		
5170-558-420 UTILITIES (continued)		
Lift Station Energy	225,000	225,000
Main Plant Electrical	1,225,000	1,225,000
Main Plant Natural Gas	225,000	225,000
	1,683,000	1,683,000
5171-558-420 WATER		
City Water	30,000	30,000
5173-558-420 OTHER TELEPHONE		
Cellular Phones	30,000	30,000
Telephone System	75,000	0
	105,000	30,000
5180-558-420 RENT		
Copier Lease	3,000	3,000
Equipment from Outside Vendors	2,000	2,000
Facility Lease	283,960	323,765
Pager Rental	5,000	5,000
	293,960	333,765
5190-558-420 OTHER EXPENSE		
County Health Overflow Sampling Charges	1,000	1,000
Damage Repair Contingency	22,000	22,000
Driver's License Renewals (Class A & B)	800	800
Hazardous Materials Disposal	5,000	5,000
Lab Accreditation Fee	6,000	6,000
NPDES Permit Fee	91,500	91,500
Operator Certification Renewals	4,200	4,700
Pretreatment Program Surcharge	900	900
Real Estate Taxes	11,220	11,220
San Diego County APCD Test Fees	11,700	11,700
San Diego County Hazardous Materials Reg.	3,300	3,300
Southern California Kelp Survey	6,000	6,000
SWRCB, Bay Protection Toxic Cleanup Program	11,000	11,000
	174,620	175,120

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>558-420 WASTEWATER</b>		
5193-558-420 SOFTWARE		
AMMS	2,000	2,000
ARC/INFO	1,500	1,500
Arc/View	3,700	3,700
Auto Cad Support	600	600
Cityworks® Asset Management Licensing	60,000	60,000
Hydraulic Modeling (Innovyze)	0	3,000
LIMMS Support	14,000	16,000
Ops Sequel Support	500	500
Rockwell Software Support	2,500	2,500
Rockwell Software Upgrade	2,000	2,000
Sewer Map	500	500
VPM	0	1,500
Wonderware Support	25,000	25,000
	<u>112,300</u>	<u>118,800</u>
5194-558-420 MINOR OFFICE EQUIPMENT		
Computers (2R)	3,500	3,500
Laptops (2R)	5,000	12,000
Monitors (6R)	1,500	1,500
	<u>10,000</u>	<u>17,000</u>
5501-558-420 INTEREST EXPENSE		
Local Match SRF Loan - Phase I	81,500	81,500
Local Match SRF Loan - Phase II: 110	164,625	164,625
Local Match SRF Loan - Phase II: 310	123,525	123,525
Local Match SRF Loan - Blowers	26,220	24,475
	<u>395,870</u>	<u>394,125</u>
5502-558-420 BOND INTEREST	2,620,750	2,597,060
5505-558-420 BOND EXPENSE	50,540	181,440
5509-555-420 BOND AMORTIZATION		
Amortization of Bond Premium/Discount and Deferred Charges	56,560	(56,560)
<b>TOTAL, M &amp; O</b>	<b>9,392,600</b>	<b>9,598,400</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>558-420 WASTEWATER</b>		
5208-558-420 MOTIVE EQUIPMENT		
Kubota Tractor with Chain Flail	0	30,000
5209-558-420 OTHER CAPITAL OUTLAY		
DI Units	7,500	7,500
Easement Mower	4,500	0
Gator Cart (1R)	0	12,000
Laser Alignment Equipment (1N)	3,000	0
Lateral Camera Digital	0	15,000
Samplers	40,000	0
Scada Equipment	5,000	45,000
Survey Equipment	15,000	0
	75,000	79,500
 <b>TOTAL, CAPITAL</b>	 <b>75,000</b>	 <b>109,500</b>
 5125-558-420 BUILDING REPAIRS/MAINTENANCE	 85,495	 88,725
5164-558-420 EQUIPMENT EXPENSE	676,540	645,945
5165-558-420 DUPLICATING CENTER	9,635	7,760
5172-558-420 TELEPHONE	30,730	42,535
5174-558-420 RADIO COMMUNICATIONS	15,980	20,915
5175-558-420 MAIL SERVICES	3,840	4,375
5178-558-420 OFFICE AUTOMATION	115,280	87,700
5183-558-420 INSURANCE		
Liability Insurance	205,875	177,605
Property Insurance	127,690	122,390
	333,565	299,995
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>1,271,065</b>	 <b>1,197,950</b>
 <b>SUBTOTAL, WASTEWATER</b>	 <b>18,051,285</b>	 <b>19,141,035</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>558-420 WASTEWATER</b>		
5901-558-420 ALLOCATED IN		
City Council	35,655	36,840
City Manager	97,625	123,245
Video Services	4,360	4,210
City Attorney	266,535	276,155
City Clerk	76,400	78,505
City Treasurer	22,820	35,330
Finance	705,565	769,670
Human Resources	142,540	164,265
Risk Management	21,795	0
Information Systems	162,875	165,825
Planning	73,225	79,580
Code Enforcement	41,170	43,325
Building	82,265	88,765
Engineering	42,030	48,505
Maintenance/Streets	306,650	307,330
Police	16,320	16,320
Fire	15,500	15,500
Water	334,780	161,825
	2,448,110	2,415,195
5902-558-420 ALLOCATED OUT		
Water	(1,060,345)	(1,186,350)
Recycled Water	(340,270)	(543,770)
Stormwater Management	(115,640)	(129,810)
Capital Improvement Projects	0	(136,500)
	(1,516,255)	(1,996,430)
<b>TOTAL, WASTEWATER</b>	<b>18,983,140</b>	<b>19,559,800</b>



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Department Summary**

**RECYCLED WATER**

**Description:** The Recycled Water division produces recycled water that will be provided to internal and external customers for qualified irrigation and industrial purposes.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	1.0	1.0	1.0	1.0
<b>BUDGET:</b>				
Employee Services	79,135	82,333	90,385	92,465
Maintenance & Operations	525,262	749,184	1,345,305	1,345,305
Internal Service Charges	11,124	13,608	12,465	13,400
Allocations (Net)	435,864	428,400	371,085	589,020
Total Budget	<u>1,051,385</u>	<u>1,273,525</u>	<u>1,819,240</u>	<u>2,040,190</u>

**DEPARTMENT PRIORITIES**

- Provide safe and reliable recycled water for landscape irrigation and industries while meeting or exceeding all regulatory mandates

**MAJOR BUDGET IMPACTS**

- Increase in allocations in from the water and wastewater funds

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>558-422 RECYCLED WATER</b>		
5001-558-422 REGULAR FULL-TIME		
1 Sr. Cross Connection Technician	66,360	66,690
Budget Adjustment-MOU agreements (09-10)	1,670	0
Adjustments:		
Pay Reductions	(2,895)	0
	65,135	66,690
5025-558-422 EMPLOYEE OVERHEAD		
Existing Staff	25,575	25,775
Budget Adjustment-MOU agreements (09-10)	505	0
Adjustments:		
Pay Reductions	(830)	0
	25,250	25,775
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>90,385</b>	<b>92,465</b>
5101-558-422 OFFICE/OPERATING SUPPLIES		
Laboratory Supplies	19,000	19,000
Ultra Violet Disinfecting Supplies	39,805	39,805
Water Reclamation Program Supplies	3,000	3,000
	61,805	61,805
5106-558-422 CHEMICALS		
Treatment Chemicals	623,000	623,000
5126-558-422 MAINTENANCE OF EQUIPMENT		
Recycled Water Maintenance Equipment	100,000	100,000
5131-558-422 PROFESSIONAL SERVICES/CONTRACTS		
Outside Laboratory Testing	11,000	11,000
Ultra Violet Disinfecting Supplies	22,000	22,000
Water Reclamation/User's Education	8,000	8,000
Cleaning/Inspection RW Reservoir	10,000	10,000
	51,000	51,000

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>558-422 RECYCLED WATER</b>		
5160-558-422 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	5,000	5,000
5162-558-422 DUES AND SUBSCRIPTIONS		
Watereuse	4,000	4,000
5167-558-422 ADVERTISING AND PRINTING		
Water Reclamation Materials	500	500
5170-558-422 UTILITIES		
Reclaimed Water Treatment (Electrical)	440,000	440,000
5190-558-422 OTHER EXPENSE		
Department of Health Services	20,000	20,000
NPDES Permit Fee	40,000	40,000
	<u>60,000</u>	<u>60,000</u>
<b>TOTAL, M &amp; O</b>	<b>1,345,305</b>	<b>1,345,305</b>
5164-558-422 EQUIPMENT EXPENSE	3,775	5,360
5178-558-422 OFFICE AUTOMATION	1,785	1,275
5183-558-422 INSURANCE		
Liability Insurance	6,905	6,765
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>12,465</b>	<b>13,400</b>
<b>SUBTOTAL, RECYCLED WATER</b>	<b>1,448,155</b>	<b>1,451,170</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>558-422 RECYCLED WATER</b>		
5901-558-422 ALLOCATED IN		
Water	30,815	45,250
Wastewater	<u>340,270</u>	<u>543,770</u>
	371,085	589,020
 <b>TOTAL, RECYCLED WATER</b>	 <b>1,819,240</b>	 <b>2,040,190</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**STORMWATER**

**Description:** The Stormwater Management Program is required in order to meet mandated Federal and State regulations for ensuring the quality of stormwater runoff from within the City.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	2.0	2.0	3.0	4.0
<b>BUDGET:</b>				
Employee Services	198,010	201,157	287,400	408,275
Maintenance & Operations	376,925	418,367	1,107,925	2,089,500
Capital	0	1,720	100,000	100,000
Internal Service Charges	26,616	26,628	14,965	15,730
Allocations (Net)	<u>615,852</u>	<u>637,932</u>	<u>666,995</u>	<u>654,385</u>
Total Budget	<u>1,217,404</u>	<u>1,285,804</u>	<u>2,177,285</u>	<u>3,267,890</u>

**DEPARTMENT PRIORITIES**

- Ensure compliance with Federal and State regulatory mandates on a local, watershed and regional basis
- Provide stormwater education and public outreach to municipal employees, residents, businesses and other environmental stakeholders

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts
- Moved 1 regular full-time position in from the Water department
- Increase in professional services
- Decrease in allocations in from the water department

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>558-440 STORMWATER</b>		
5001-558-440 REGULAR FULL-TIME		
1 Environmental Programs Manager/Utilities	77,245	77,245
2 Environmental Programs Specialists (from 410-Asst Plan)	66,110	132,555
1 Sr. Environmental Programs Specialist	69,300	72,505
Bilingual Pay	0	1,300
Budget Adjustment-MOU agreements (12-09,12-11)	4,560	0
Adjustments:		
Pay Reductions	(7,170)	0
	210,045	283,605
5025-558-440 EMPLOYEE OVERHEAD		
Existing Staff	69,575	108,215
Bilingual Pay	0	365
Budget Adjustment-MOU agreements (12-09,12-11)	1,470	0
Adjustments:		
Pay Reductions	(1,825)	0
	69,220	108,580
5030-558-440 FLEXIBLE BENEFITS	8,135	16,090
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>287,400</b>	<b>408,275</b>
5101-558-440 OFFICE/OPERATING SUPPLIES		
General Office Supplies	500	1,500
Stormwater Stenciling Supplies	500	1,000
	1,000	2,500
5131-558-440 PROFESSIONAL SERVICES/CONTRACTS		
Administrative/Technical Support	190,000	300,000
Catch Basin Cleaning	100,000	0
Creek Cleanup	165,000	0
Municipal Separate Storm Sewer (MS4) Maintenance	0	940,000
NPDES Permit Fee	30,000	30,000
Open Channel Maintenance	150,000	500,000

(continued on next page)

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>558-440 STORMWATER</b>		
5131-558-440 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Regional Wet Weather Monitoring Program	120,000	0
Stormwater Inspections	40,000	0
Transitional Dry Weather Monitoring Program	45,000	45,000
Watershed Monitoring Programs	250,000	250,000
	1,090,000	2,065,000
5160-558-440 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	5,000	10,000
5161-558-440 MILEAGE REIMBURSEMENT		
Miscellaneous	2,000	3,000
5162-558-440 DUES AND SUBSCRIPTIONS		
CASQA Membership	500	500
5167-558-440 ADVERTISING AND PRINTING		
Participation in Regional Public Awareness Program	4,425	0
Public Education and Awareness Program	5,000	8,500
	9,425	8,500
<b>TOTAL, M &amp; O</b>	<b>1,107,925</b>	<b>2,089,500</b>
5209-558-440 OTHER CAPITAL OUTLAY		
Stormwater BMP's and Equipment	100,000	100,000
<b>TOTAL, CAPITAL</b>	<b>100,000</b>	<b>100,000</b>
5164-558-440 EQUIPMENT EXPENSE	3,950	4,085
5178-558-440 OFFICE AUTOMATION	1,785	2,550

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>558-440 STORMWATER</b>		
5183-558-440 INSURANCE		
Liability Insurance	8,960	8,835
Property Insurance	270	260
	<u>9,230</u>	<u>9,095</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>14,965</b>	<b>15,730</b>
<b>SUBTOTAL, STORMWATER</b>	<b>1,510,290</b>	<b>2,613,505</b>
5901-558-440 ALLOCATED IN		
Information Systems/Data Processing	760	710
Engineering	164,320	162,040
Maintenance/Streets	350,995	351,675
Water	35,280	10,150
Wastewater	115,640	129,810
	<u>666,995</u>	<u>654,385</u>
<b>TOTAL, STORMWATER</b>	<b>2,177,285</b>	<b>3,267,890</b>



# Internal Service Funds



**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Internal Service Fund Sources and Uses**

**BUILDING MAINTENANCE**

This fund was created to account for financial activity related to the maintenance and repair of all City-owned buildings. Funding is provided through charges to other departments, based on square footage, common area allocation, and specific maintenance projects. A reserve for replacement will be accumulated to replace carpeting, air conditioning, roofing and other maintenance items.

<b><u>Sources of Funds:</u></b>	<b>2013-14</b>	<b>2014-15</b>
<u>Charges to Departments:</u>		
City Council	\$ 28,895	\$ 36,375
City Manager	63,060	68,420
City Attorney	43,860	48,575
City Clerk	33,185	37,110
City Treasurer	10,915	12,240
Finance	46,315	56,090
Human Resources/Risk Mgmt.	57,485	67,390
Information Systems/Administration	58,340	61,000
Library	237,755	240,795
Older Adult Services	255,795	243,655
Planning/Building/Code Enforcement	131,565	150,900
Engineering	167,285	191,760
Maintenance/Streets	42,720	55,280
Maintenance/Parks	118,825	161,860
Communications	3,750	3,555
Recycling and Waste Reduction	9,565	42,185
Police	547,900	667,730
Fire	216,015	283,275
Center for the Arts	454,150	474,005
Community Services/Administration & Recreation	337,605	337,605
CDBG Administration	4,850	4,850
Successor Agency-Housing	13,405	13,405
Water/Lakes	151,780	148,725
Wastewater	88,725	85,670
Duplicating	15,900	15,900
Fleet Services	48,555	48,555
<b>TOTAL, Charges to Departments</b>	<b>3,188,200</b>	<b>3,556,910</b>
Use of Reserves	363,685	-
Interest	14,000	12,000
<b>TOTAL, Sources</b>	<b>\$ 3,565,885</b>	<b>\$ 3,568,910</b>

**Uses of Funds:**

Operating Budget

Employee Services	\$ 1,726,515	\$ 1,726,515
Maintenance and Operations	1,630,780	1,630,780
Internal Service Charges	119,635	119,630
Allocations	10,760	10,760
<b>TOTAL, Operating Budget</b>	<b>3,487,690</b>	<b>3,487,685</b>
CEC Loan Principal	75,935	78,965
SDG&E Loan Principal	2,260	2,260
<b>TOTAL, Uses</b>	<b>\$ 3,565,885</b>	<b>\$ 3,568,910</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**BUILDING MAINTENANCE**

**Description:** The Building Maintenance Division provides preventative maintenance, repairs, and custodial service for all City buildings.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	13.0	13.0	13.0	14.0
Regular Part-Time	1.0	1.0	1.0	1.0
Temporary Part-Time (FTE)	13.5	13.5	13.5	17.0
Department Total	<u>27.5</u>	<u>27.5</u>	<u>27.5</u>	<u>32.0</u>
<b>BUDGET:</b>				
Employee Services	1,356,777	1,426,767	1,463,365	1,726,515
Maintenance & Operations	1,704,224	1,936,019	1,533,690	1,630,780
Capital	0	22,620	0	0
Internal Service Charges	310,190	135,660	115,310	119,635
Allocations (Net)	66,456	84,312	93,865	10,760
Total Budget	<u>3,437,646</u>	<u>3,605,378</u>	<u>3,206,230</u>	<u>3,487,690</u>

**DEPARTMENT PRIORITIES**

- Continue to maintain City facilities and structures in a way that will reflect a positive City appearance
- Provide custodial services for various City facilities and parks
- Open and secure City buildings as well as maintain and respond to fire and security alarms
- Review plans for future City structures and facilities to establish equipment continuity, ensure quality standards and alleviate potential maintenance problems

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts
- Moved 1 regular full-time position from the Streets dept.
- Increase in temp. part-time
- Increase in utilities
- Decrease in allocations in from other funds

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
<b>650-450 BUILDING MAINTENANCE</b>		
5001-650-450 REGULAR FULL-TIME		
1 Deputy Director of Public Works/Maintenance (from 403)	0	99,910
1 Building Maintenance Superintendent	83,160	83,160
1 Building Maintenance Supervisor	64,495	68,400
1 Custodial Supervisor	47,045	52,380
6 Custodian I/II's	207,185	211,465
1 Facilities Project Coordinator	57,785	58,360
1 HVAC Technician	58,725	61,965
2 Lead Maintenance Technicians	108,995	104,450
Shift Differential/Holiday	23,600	23,600
Bilingual Pay	9,100	9,100
Reclass Contingency	7,200	0
Budget Adjustment-MOU agreements (09-10,12-07,12-08,12-11)	21,260	0
Adjustments:		
Pay Reductions	(30,380)	0
	658,170	772,790
5003-650-450 REGULAR PART-TIME		
1 Custodian I	20,930	22,090
Pay Reduction	(870)	0
	20,060	22,090
5004-650-450 TEMPORARY PART-TIME		
Temporary Part-Time	267,475	337,440
Bilingual Pay	2,700	2,700
	270,175	340,140
5020-650-450 OVERTIME		
Overtime	61,700	61,700
Standby Pay	28,300	28,300
	90,000	90,000
5025-650-450 EMPLOYEE OVERHEAD		
Existing Staff	375,805	426,950
Temporary Positions	26,910	47,655

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**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
<b>650-450 BUILDING MAINTENANCE</b>		
5025-650-450 EMPLOYEE OVERHEAD (continued)		
Overtime/Bilingual Pay	6,640	5,615
Shift Differential/Holiday Pay	9,285	7,045
Standby Pay	410	410
Budget Adjustment-MOU agreements (09-10,12-07,12-08,12-11)	6,590	0
Adjustments:		
Pay Reductions	(9,115)	0
	416,525	487,675
5030-650-450 FLEXIBLE BENEFITS	8,435	13,820
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>1,463,365</b>	<b>1,726,515</b>
5101-650-450 OFFICE/OPERATING SUPPLIES		
Boot Allowance	2,000	2,000
Miscellaneous Supplies and Code Books	1,000	1,000
Safety Glasses	2,000	2,000
Small Tools	2,000	2,000
	7,000	7,000
5102-650-450 CUSTODIAL SUPPLIES	90,000	90,000
5126-650-450 MAINTENANCE OF EQUIPMENT	3,000	3,000
5131-650-450 PROFESSIONAL SERVICES/CONTRACTS		
5 Year Elevator Load Test	2,500	2,500
Automatic Door Service and Parts	30,000	30,000
Backflow Device Inspections	4,500	4,500
City Hall Fountain Cleaning	6,000	6,000
Citywide HVAC Filter, Belts and Lube (60% CCAE)	45,000	45,000
Custodial Support ( Records,DEA Bldg,Oak Hill Rec Bldg)	52,000	52,000
Drain Cleanout/Plumbing Repairs	30,000	30,000
Electrical Repairs	40,000	40,000
Electronic Marquee Maintenance	2,500	2,500
Elevator State Inspection Fee	4,600	4,600
Elevator System Parts/Emergencies	1,000	1,000
Elevators (Library, City Hall, Police/Fire, CCAE)	32,000	32,000

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**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>650-450 BUILDING MAINTENANCE</b>		
5131-650-450 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Energy Management System	60,500	60,500
Fire Alarm Inspections, Service & Monitoring	35,000	35,000
Fire Extinguishers	10,000	10,000
Fire Sprinkler Testing (5 years)	6,000	6,000
Fire Station Fuel Tank Permits	2,500	2,500
Generator Maintenance	37,000	37,000
Generator Permits	17,000	17,000
Hazardous Waste Disposal	4,000	4,000
HVAC Air Duct Cleaning	2,000	2,000
HVAC Service Contract (CCAЕ & City Hall)	50,000	50,000
Parking Lot Sweeping	14,300	14,300
Pest Control	19,000	19,000
Pressure Washing	7,000	7,000
Pump Servicing (CCAЕ)	4,000	4,000
Security System (Yard, CH, Lib, Hubbard Hill, Heritage Walk)	17,500	17,500
Fire/Security System Parts/Emergencies	8,000	8,000
Soft Water Service for Humidifiers (CCAЕ Museum)	5,700	5,700
Speed Drive Service (CCAЕ)	10,000	10,000
Stage Lift Maintenance (CCAЕ)	4,000	4,000
Uniforms	8,200	8,200
Vacation/Sick Relief	15,000	15,000
Water Treatment	11,600	11,600
Window Cleaning	4,600	4,600
Pneumatic Control Maintenance (City Hall & CCAЕ)	30,000	30,000
Gym Floor/Dance Floor Refinishing	15,000	15,000
Rolling Storage File Maintenance (Police/Fire)	7,500	7,500
	655,500	655,500
5139-650-450 OTHER BUILDING REPAIRS/MAINTENANCE		
Building Maintenance/Repairs for City Facilities	192,405	192,405
5162-650-450 DUES AND SUBSCRIPTIONS		
Professional Publications	250	250

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>650-450 BUILDING MAINTENANCE</b>		
5170-650-450 UTILITIES		
Gas and Electric	240,000	220,000
Safety Facility Utilities	<u>280,000</u>	<u>400,000</u>
	520,000	620,000
5171-650-450 WATER		
Water Usage	20,000	20,000
5173-650-450 OTHER TELEPHONE		
Cellular Phone Service	8,000	8,000
Fire Alarm Monitoring (CCAЕ)	1,260	1,260
Security System-Compact	<u>800</u>	<u>800</u>
	10,060	10,060
5180-650-450 RENT		
Pager Rental	400	400
Other Rent	<u>1,180</u>	<u>1,180</u>
	1,580	1,580
5501-650-450 INTEREST		
CEC Loan Interest	33,895	30,985
<b>TOTAL, M &amp; O</b>	<b>1,533,690</b>	<b>1,630,780</b>
5164-650-450 EQUIPMENT EXPENSE	51,810	57,380
5165-650-450 DUPLICATING CENTER	110	330
5172-650-450 TELEPHONE	1,295	1,210
5174-650-450 RADIO COMMUNICATIONS	5,160	4,695
5178-650-450 OFFICE AUTOMATION	8,530	9,955

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>650-450 BUILDING MAINTENANCE</b>		
5183-650-450 INSURANCE		
Liability Insurance	41,340	39,375
Property Insurance	<u>7,065</u>	<u>6,690</u>
	48,405	46,065
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>115,310</b>	<b>119,635</b>
<b>SUBTOTAL, BUILDING MAINTENANCE</b>	<b>3,112,365</b>	<b>3,476,930</b>
5901-650-450 ALLOCATED IN		
Engineering	0	10,760
Maintenance/Streets	71,950	0
Community Services/Admin	<u>21,915</u>	<u>0</u>
	93,865	10,760
<b>TOTAL, BUILDING MAINTENANCE</b>	<b>3,206,230</b>	<b>3,487,690</b>



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Internal Service Fund Sources and Uses**

**WAREHOUSE**

This fund was created to account for all financial activity related to the provision of a central warehouse. Funding is provided through charges to user departments.

**Sources of Funds:**

	<b>2013-14</b>	<b>2014-15</b>
Charges to Departments	\$ 158,530	\$ 158,530
Interest	3,000	3,000
Use of Reserves	90,000	-
<b>TOTAL, Sources</b>	<b>\$ 251,530</b>	<b>\$ 161,530</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Employee Services	\$ 133,500	\$ 133,500
Maintenance and Operations	6,250	6,250
Capital Outlay	90,000	-
Internal Service Charges	21,780	21,780
<b>TOTAL, Uses</b>	<b>\$ 251,530</b>	<b>\$ 161,530</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**WAREHOUSE**

**Description:** The Warehouse Division buys, receives, stores, and delivers the most commonly required goods and materials needed on a Citywide basis.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	2.0	1.0	2.0	2.0
<b>BUDGET:</b>				
Employee Services	136,125	43,620	129,330	133,500
Maintenance & Operations	9,444	11,856	6,250	6,250
Capital	0	0	0	90,000
Internal Service Charges	<u>10,584</u>	<u>25,128</u>	<u>19,695</u>	<u>21,780</u>
Total Budget	156,153	80,604	155,275	251,530

**DEPARTMENT PRIORITIES**

- Provide a centralized receiving facility for all City departments
- Provide timely deliveries to all city departments and provide emergency deliveries when necessary
- Streamline warehouse operations by reducing inventory

**MAJOR BUDGET IMPACTS**

- Increase in capital outlay (forklift)

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>652-710 WAREHOUSE</b>		
5001-652-710 REGULAR FULL-TIME		
1 Purchasing/Inventory Control	44,525	44,970
1 Buyer/Stores Supervisor	44,555	44,555
Budget Adjustment-MOU agreements (12-08)	3,035	0
Adjustments:		
Pay Reductions	(5,915)	0
	86,200	89,525
5020-652-710 OVERTIME	300	300
5025-652-710 EMPLOYEE OVERHEAD		
Existing Staff	43,700	43,665
Overtime	15	10
Budget Adjustment-MOU agreements (12-08)	870	0
Adjustments:		
Pay Reductions	(1,755)	0
	42,830	43,675
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>129,330</b>	<b>133,500</b>
5101-652-710 OFFICE/OPERATING SUPPLIES		
Miscellaneous Supplies	1,000	1,000
Safety Glasses/Shoes	650	650
Small Tools	800	800
Uniforms	500	500
	2,950	2,950
5126-652-710 MAINTENANCE OF EQUIPMENT		
Printer & Fax Maintenance Agreements	300	300
5190-652-710 OTHER EXPENSE	3,000	3,000
<b>TOTAL, M &amp; O</b>	<b>6,250</b>	<b>6,250</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>652-710 WAREHOUSE</b>		
5208-652-710 MOTIVE EQUIPMENT		
Forklift Replacement	0	90,000
<b>TOTAL, CAPITAL</b>	<b>0</b>	<b>90,000</b>
5164-652-710 EQUIPMENT EXPENSE	8,230	8,515
5172-652-710 TELEPHONE	915	905
5178-652-710 OFFICE AUTOMATION	4,970	6,375
5183-652-710 INSURANCE		
Liability Insurance	4,150	4,620
Property Insurance	1,430	1,365
	<u>5,580</u>	<u>5,985</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>19,695</b>	<b>21,780</b>
<b>TOTAL, WAREHOUSE</b>	<b>155,275</b>	<b>251,530</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Internal Service Fund Sources and Uses**

**FLEET SERVICES**

This fund was created to account for transactions related to the maintenance, operation, and replacement of the City's vehicles, whereby the City can more accurately determine the full cost of services. Such costs to other departments are billed through charges to user departments in the form of a rental payment for each piece of equipment.

<b><u>Sources of Funds:</u></b>	<b>2013-14</b>	<b>2014-15</b>
<u>Charges to Departments:</u>		
City Clerk	\$ 935	\$ 1,135
Risk Management	4,450	4,875
Library	14,230	14,815
Planning	3,115	3,315
Code Enforcement	49,800	54,575
Building	22,175	27,520
Engineering	76,410	84,205
Maintenance/Streets	568,345	748,120
Maintenance/Parks	169,470	192,375
Recycling and Waste Reduction	3,220	3,425
Police	1,706,945	1,862,345
Fire	1,215,295	1,381,145
Non-Departmental	26,050	28,690
Community Services/Recreation	19,550	22,860
CDBG Administration	2,380	2,425
Water	544,070	554,950
Canal	82,780	84,435
Lakes	145,935	148,855
Wastewater	645,945	658,865
Recycled Water	5,360	5,465
Stormwater	4,085	4,165
Building Maintenance	57,380	58,525
Warehouse	8,515	8,685
Office Automation	3,540	3,610
<b>TOTAL, Charges to Departments</b>	<b>5,379,980</b>	<b>5,959,380</b>
Accident Recoveries	15,000	15,000
Transfer from Stormwater	100,000	-
Interest	45,000	40,000
Use of Reserves	931,200	699,625
<b>TOTAL, Sources</b>	<b>\$ 6,471,180</b>	<b>\$ 6,714,005</b>
 <b><u>Uses of Funds:</u></b>		
<u>Operating Budget</u>		
Employee Services	\$ 1,001,730	\$ 1,001,730
Maintenance and Operations	2,539,590	2,539,590
Capital Outlay	2,722,875	2,965,700
Internal Service Charges	96,225	96,225
Allocations	10,760	10,760
<b>TOTAL, Operating Budget</b>	<b>6,371,180</b>	<b>6,614,005</b>
Lease Payment Principal	100,000	100,000
<b>TOTAL, Uses</b>	<b>\$ 6,471,180</b>	<b>\$ 6,714,005</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**FLEET SERVICES**

**Description:** The Fleet Services Division provides maintenance for the City's fleet of vehicles and equipment. The fund also accumulates reserves and purchases replacement vehicles and equipment on a predetermined schedule.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	12.0	12.0	12.0	12.0
Temporary Part-Time (FTE)	0.0	0.0	0.0	0.7
Department Total	<u>12.0</u>	<u>12.0</u>	<u>12.0</u>	<u>12.7</u>
<b>BUDGET:</b>				
Employee Services	875,333	866,104	981,680	1,001,730
Maintenance & Operations	1,856,729	2,045,215	1,985,090	2,539,590
Capital	686,980	1,583,185	2,392,640	2,722,875
Internal Service Charges	43,203	57,408	47,080	96,225
Allocations (Net)	60,852	67,980	79,465	10,760
Total Budget	<u>3,523,096</u>	<u>4,619,892</u>	<u>5,485,955</u>	<u>6,371,180</u>

**DEPARTMENT PRIORITIES**

- Provide a safe and reliable fleet of vehicles and equipment through a good preventive maintenance and repair services program
- Provide a constant, reliable supply of gasoline and diesel fuel at a competitive price for the City's fleet
- Specify, acquire and outfit new vehicles for the City's fleet and dispose of vehicles designated for replacement

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts
- Added 1 temp. part-time position
- Projected lease of Fire ladder truck
- Increase in fuel costs
- Increase in capital outlay: vehicle replacement and fueling systems
- Added building maintenance internal service charge
- Decrease in allocations in from other funds

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>653-715 FLEET SERVICES</b>		
5001-653-715 REGULAR FULL-TIME		
1 Department Assistant	35,600	43,270
6 Equipment Mechanic I/II's	326,025	311,915
1 Equipment Service Worker	42,575	42,785
1 Fleet Maintenance Superintendent	70,000	70,000
2 Lead Mechanics	123,540	133,460
1 Storekeeper/Receiving Clerk	34,270	35,185
Bilingual Pay	1,300	1,300
Budget Adjustment-MOU agreements (09-10,12-08,12-09,12-11)	18,440	0
Adjustments:		
Pay Reductions	<u>(28,390)</u>	<u>0</u>
	623,360	637,915
5004-653-715 TEMPORARY PART-TIME		
1 Department Assistant	0	13,000
5020-653-715 OVERTIME		
Unscheduled/Emergency Overtime	15,000	15,000
Stand By	<u>10,900</u>	<u>10,900</u>
	25,900	25,900
5025-653-715 EMPLOYEE OVERHEAD		
Existing Staff	326,940	316,350
Temporary Position	0	380
Bilingual/Overtime	1,340	1,095
Stand By	160	160
Budget Adjustment-MOU agreements (09-10,12-08,12-09,12-11)	5,640	0
Adjustments:		
Pay Reductions	<u>(8,155)</u>	<u>0</u>
	325,925	317,985
5030-653-715 FLEXIBLE BENEFITS		
	6,495	6,930
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>981,680</b>	<b>1,001,730</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>653-715 FLEET SERVICES</b>		
5101-653-715 OFFICE/OPERATING SUPPLIES		
APCD Permits	6,400	6,400
Face Shield, Gloves, Goggles	500	500
General Office Supplies	500	500
Hazardous Waste	4,290	4,290
Safety Shoes and Equipment (Eye Exam/Glasses)	4,000	4,000
Shop Support Items	10,500	10,500
Small Tools	2,000	2,000
Tool Allowance	6,800	6,800
Wash Rack Supplies	5,500	5,500
Welding Tank Rental & Supplies	1,100	1,100
	41,590	41,590
5111-653-715 GASOLINE	880,000	1,200,000
5112-653-715 OIL AND LUBRICANTS	32,000	36,000
5113-653-715 OTHER MOTIVE FUELS	220,000	350,000
5115-653-715 TIRES AND TUBES	126,000	130,000
5116-653-715 REPAIR PARTS		
Auto Repair Parts	275,000	275,000
5117-653-715 OUTSIDE REPAIRS	250,000	250,000
5118-653-715 MOTIVE REPAIR PARTS		
Automotive-Related Hardware	7,500	7,500
5119-653-715 ACCIDENT REPAIRS	50,000	50,000
5126-653-715 MAINTENANCE OF EQUIPMENT		
Fuel System and Pump Repair	2,000	2,000
Miscellaneous Maintenance	2,000	2,000
Vehicle Hoist Repair	1,000	1,000
	5,000	5,000

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>653-715 FLEET SERVICES</b>		
5128-653-715 MAJOR MAINTENANCE		
Vehicle Painting	10,000	10,000
5131-653-715 PROFESSIONAL SERVICES/CONTRACTS		
CD Rom Software Contract	1,500	1,500
Fleet Management Software Contract/Oracle License Fees	11,000	11,000
Fuel Pump Testing	0	1,500
Safety Kleen	10,000	10,000
Safety Testing - Aerial Lift Boom Snorkel	1,500	1,500
Safety Testing - Boom Trucks Aerial Lift	5,000	5,000
Service Contract Allen Scope	6,000	6,000
Uniform Contract	9,000	9,000
	44,000	45,500
5160-653-715 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	2,500	2,500
5162-653-715 DUES AND SUBSCRIPTIONS		
Miscellaneous	100	100
5173-653-715 OTHER TELEPHONE		
Cellular Phone Service	1,400	1,400
5182-653-715 INTEREST		
Fire Ladder Truck Lease	0	100,000
5190-653-715 OTHER EXPENSE		
Car Washes	35,000	35,000
5193-653-715 SOFTWARE		
Software Upgrade	5,000	0
<b>TOTAL, M &amp; O</b>	<b>1,985,090</b>	<b>2,539,590</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>653-715 FLEET SERVICES</b>		
5208-653-715 MOTIVE EQUIPMENT		
Vehicle Replacement	2,392,640	2,582,875
5209-653-715 OTHER CAPITAL OUTLAY		
Fueling System Upgrade - All Locations	0	140,000
<b>TOTAL, CAPITAL</b>	<b>2,392,640</b>	<b>2,722,875</b>
5125-653-715 BUILDING REPAIRS/MAINTENANCE	0	48,555
5165-653-715 DUPLICATING CENTER	640	545
5172-653-715 TELEPHONE	1,045	1,035
5174-653-715 RADIO COMMUNICATIONS	1,720	1,705
5178-653-715 OFFICE AUTOMATION	11,180	11,475
5183-653-715 INSURANCE		
Liability Insurance	30,860	31,340
Property Insurance	1,635	1,570
	<u>32,495</u>	<u>32,910</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>47,080</b>	<b>96,225</b>
<b>SUBTOTAL, FLEET SERVICES</b>	<b>5,406,490</b>	<b>6,360,420</b>
5901-653-715 ALLOCATED IN		
Engineering	0	10,760
Maintenance/Streets	68,505	0
Community Services/Administration	10,960	0
	<u>79,465</u>	<u>10,760</u>
<b>TOTAL, FLEET SERVICES</b>	<b>5,485,955</b>	<b>6,371,180</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Internal Service Fund Sources and Uses**

**DUPLICATING**

This fund was created to account for transactions related to the provision of duplicating and printing services. Funding is provided through charges to departments based on actual usage.

<u>Sources of Funds:</u>	2013-14	2014-15
<u>Charges to Departments:</u>		
City Council	\$ 9,025	\$ 9,025
City Manager	6,380	6,380
City Attorney	9,555	9,555
City Clerk	8,515	8,515
City Treasurer	215	215
Finance	19,250	19,250
Human Resources	14,260	14,260
Risk Management	1,795	1,795
Information Systems	1,800	1,800
Library	18,350	18,350
Older Adult Services	11,455	11,455
Planning	34,955	34,955
Code Enforcement	5,630	5,630
Building	4,125	4,125
Engineering	12,835	12,835
Maintenance/Streets	11,420	11,420
Recycling and Waste Reduction	325	325
Police	99,735	99,735
Fire & Emergency Management	17,675	17,675
Non-Departmental - Escondido University	65	65
Community Services/Administration & Recreation	41,430	41,430
CDBG Administration	4,045	4,045
Housing	3,655	3,655
Water/Lakes	13,000	13,000
Wastewater/Stormwater	7,760	7,760
Building Maintenance	330	330
Fleet Services	545	545
Office Automation	920	920
Benefits Administration	7,380	7,380
Workers' Compensation	110	110
<b>TOTAL, Sources</b>	<b>\$ 366,540</b>	<b>\$ 366,540</b>
 <u>Uses of Funds:</u>		
<u>Operating Budget</u>		
Employee Services	\$ 63,220	\$ 63,220
Maintenance and Operations	280,000	280,000
Internal Service Charges	20,195	20,195
<b>TOTAL, Operating Budget</b>	<b>363,415</b>	<b>363,415</b>
Add to Reserves	3,125	3,125
<b>TOTAL, Uses</b>	<b>\$ 366,540</b>	<b>\$ 366,540</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Department Summary**

**DUPLICATING**

**Description:** The Duplicating Division of the Information Systems Department provides low-cost copying and printing services of high quality.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	1.0	1.0	1.0	1.0
<b>BUDGET:</b>				
Employee Services	58,680	58,776	60,460	63,220
Maintenance & Operations	266,970	268,004	280,000	280,000
Internal Service Charges	18,924	23,460	23,320	20,195
Total Budget	<u>344,575</u>	<u>350,240</u>	<u>363,780</u>	<u>363,415</u>

**DEPARTMENT PRIORITIES**

- Continue to provide full service high quality printing services for City staff
- Continue to expand printing capabilities on Xerox machines
- Work with other departments on cost saving ideas for duplicating services
- Monitor usage on all Xerox machines in an effort to reduce contract overages

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts
- Decrease in building maintenance and office automation internal service charges

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>654-770 DUPLICATING</b>		
5001-654-770 REGULAR FULL-TIME		
1 Publications Coordinator II	44,330	44,775
Budget Adjustment-MOU agreements (12-08)	1,515	0
Adjustments:		
Pay Reductions	(2,960)	0
	42,885	44,775
5025-654-770 EMPLOYEE OVERHEAD		
Existing Staff	17,895	18,445
Budget Adjustment-MOU agreements (12-08)	435	0
Adjustments:		
Pay Reductions	(755)	0
	17,575	18,445
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>60,460</b>	<b>63,220</b>
5101-654-770 OFFICE/OPERATING SUPPLIES		
Duplicating Supplies	3,000	3,000
Finishing Supplies	500	500
Paper (4.5 mil. copies)	25,000	25,000
Printer Supplies	1,500	1,500
	30,000	30,000
5126-654-770 MAINTENANCE OF EQUIPMENT		
Duplo Duplicator	2,000	2,000
Folding Machine	1,000	1,000
Paper Cutting Machine	1,000	1,000
	4,000	4,000

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>654-770    DUPLICATING</b>		
5131-654-770    PROFESSIONAL SERVICES/CONTRACTS		
Xerox Lease (5090/5046)	245,000	245,000
Account Software	1,000	1,000
	<u>246,000</u>	<u>246,000</u>
<b>TOTAL, M &amp; O</b>	<b>280,000</b>	<b>280,000</b>
5125-654-770    BUILDING REPAIRS/MAINTENANCE	17,575	15,900
5172-654-770    TELEPHONE	770	690
5178-654-770    OFFICE AUTOMATION	2,485	1,275
5183-654-770    INSURANCE		
Liability Insurance	1,690	1,560
Property Insurance	800	770
	<u>2,490</u>	<u>2,330</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>23,320</b>	<b>20,195</b>
<b>TOTAL, DUPLICATING</b>	<b>363,780</b>	<b>363,415</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Internal Service Fund Sources and Uses**

**TELECOMMUNICATIONS**

This fund was created to account for transactions related to the provision of telecommunications services. Funding is provided through charges to other departments based on actual usage.

<b><u>Sources of Funds:</u></b>	<b>2013-14</b>	<b>2014-15</b>
<u>Charges to Departments:</u>		
City Council	\$ 2,300	\$ 2,300
City Manager	2,750	2,750
City Attorney	3,450	3,450
City Clerk	7,520	7,520
City Treasurer	230	230
Finance	8,745	8,745
Human Resources	3,450	3,450
Risk Management	1,050	1,050
Information Systems	4,600	4,600
Library	23,905	23,905
Older Adult Services/Sr. Nutrition	12,605	12,605
Planning	5,755	5,755
Code Enforcement	4,605	4,605
Building	3,450	3,450
Engineering	63,095	63,095
Maintenance/Streets	16,995	16,995
Communications	1,945	1,945
Police	80,800	80,800
Fire	101,585	101,585
Center for the Arts	35,655	35,655
Community Services/Administration & Recreation	36,480	36,480
CDBG	690	690
Successor Agency-Housing	3,680	3,680
Water/Lakes	52,710	52,710
Wastewater	42,535	42,535
Building Maintenance	1,210	1,210
Warehouse	905	905
Fleet Services	1,035	1,035
Duplicating	690	690
Office Automation	3,450	3,450
Workers' Compensation/Benefits Administration	935	935
Credit Union	4,370	4,370
<b>TOTAL, Charges to Departments</b>	<b>533,180</b>	<b>533,180</b>
Use of Reserves	399,080	49,080
<b>TOTAL, Sources</b>	<b>\$ 932,260</b>	<b>\$ 582,260</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Employee Services	\$ 8,410	\$ 8,410
Maintenance and Operations	569,500	569,500
Internal Service Charges	4,350	4,350
<b>TOTAL, Operating Budget</b>	<b>582,260</b>	<b>582,260</b>
Transfer to General Capital Projects Fund	350,000	-
<b>TOTAL, Uses</b>	<b>\$ 932,260</b>	<b>\$ 582,260</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**TELECOMMUNICATIONS**

**Description:** The Telecommunications Division of the Information Systems Department provides efficient and cost-effective voice and data communications.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Employee Services	2,984	6,368	9,390	8,410
Maintenance & Operations	458,808	495,032	569,500	569,500
Internal Service Charges	2,052	5,088	4,290	4,350
Total Budget	<u>463,843</u>	<u>506,488</u>	<u>583,180</u>	<u>582,260</u>

**DEPARTMENT PRIORITIES**

- Support and maintain approximately 1200 telephones and accessory devices Citywide, which includes troubleshooting, recommending and purchasing both hardware and software to achieve user satisfaction and improve productivity
- Identify and monitor existing and new telecommunications service options and providers to ensure cost value for all telephone networks. When possible, reduce or combine services to reduce
- Audit existing services at all City locations to ensure billed services exist and are still necessary
- Upgrade voice/data hardware at various City sites to increase network speed to ensure staff has the tools they need to efficiently accomplish their jobs

**MAJOR BUDGET IMPACTS**

- Decrease in overtime

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>654-771 TELECOMMUNICATIONS</b>		
5020-654-771 OVERTIME		
Standby Pay	5,155	4,740
Overtime	4,000	3,500
	9,155	8,240
5025-654-771 EMPLOYEE OVERHEAD		
Standby/Overtime	235	170
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>9,390</b>	<b>8,410</b>
5101-654-771 OFFICE/OPERATING SUPPLIES		
Tools & Wiring Supplies	500	500
5126-654-771 MAINTENANCE OF EQUIPMENT		
CISCO SmartNet VoIP	20,000	27,000
Telephone System	38,000	32,000
Uninterruptible Power Supply	5,000	4,000
Voice Mail System & Interactive Voice Response	11,000	11,000
	74,000	74,000
5173-654-771 OTHER TELEPHONE		
AT&T Telephone Service - Voice & Data	307,000	315,000
Cox Ethernet Services - VoIP & Data	0	10,000
Internet Service - Cox	17,000	18,000
MPLS - Safety Network VoIP & Data	100,000	82,000
Pay Phones	21,000	20,000
	445,000	445,000
5194-654-771 MINOR OFFICE EQUIPMENT		
Voice/Data Hardware Upgrades	50,000	50,000
<b>TOTAL, M &amp; O</b>	<b>569,500</b>	<b>569,500</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>654-771 TELECOMMUNICATIONS</b>		
5178-654-771 OFFICE AUTOMATION	2,485	2,550
5183-654-771 INSURANCE		
Liability Insurance	1,670	1,670
Property Insurance	135	130
	<u>1,805</u>	<u>1,800</u>
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>4,290</b>	 <b>4,350</b>
 <b>TOTAL, TELECOMMUNICATIONS</b>	 <b>583,180</b>	 <b>582,260</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Internal Service Fund Sources and Uses**

**MAIL SERVICES**

This fund was created to account for transactions related to the provision of mailing services. Funding is provided through charges to other departments based on actual usage.

<b><u>Sources of Funds:</u></b>	<b>2013-14</b>	<b>2014-15</b>
<u>Charges to Departments:</u>		
City Council	\$ 300	\$ 300
City Manager	510	510
City Attorney	3,385	3,385
City Clerk	5,300	5,300
City Treasurer	25	25
Finance	46,290	46,290
Human Resources	3,720	3,720
Risk Management	410	410
Information Systems/Administration	220	220
Older Adult Services	765	765
Planning	13,155	13,155
Code Enforcement	33,390	33,390
Building	870	870
Engineering	2,260	2,260
Maintenance/Streets	4,885	4,885
Police	20,845	20,845
Fire	6,235	6,235
Community Services/Administration	7,540	7,540
CDBG Administration	1,565	1,565
Housing	7,805	7,805
Water	3,770	3,770
Lakes	185	185
Wastewater	4,375	4,375
Workers' Compensation	975	975
Benefits Administration	8,575	8,575
<b>TOTAL, Sources</b>	<b>\$ 177,355</b>	<b>\$ 177,355</b>

<b><u>Uses of Funds:</u></b>		
<u>Operating Budget</u>		
Employee Services	\$ 65,370	\$ 65,370
Maintenance and Operations	109,505	109,505
Internal Service Charges	2,435	2,435
<b>TOTAL, Operating Budget</b>	<b>177,310</b>	<b>177,310</b>
Add to Reserves	45	45
<b>Total, Uses</b>	<b>\$ 177,355</b>	<b>\$ 177,355</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**MAIL SERVICES**

**Description:** The Mail Services account was established to account for transactions related to the provision of mailing services for all city departments.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	1.0	1.0	1.0	1.0
<b>BUDGET:</b>				
Employee Services	60,760	60,821	63,235	65,370
Maintenance & Operations	90,169	101,716	109,505	109,505
Internal Service Charges	5,028	2,940	2,485	2,435
Total Budget	<u>155,957</u>	<u>165,477</u>	<u>175,225</u>	<u>177,310</u>

**DEPARTMENT PRIORITIES**

- Continue to provide mail, distribution and postmarking services for all City departments
- Provide customer service, monitor usage reports and prepare monthly billing spreadsheets for cellular phone users
- Oversee and monitor off-site courier to ensure daily delivery deadlines are met
- Continue to review Mail Services procedures for possible cost saving ideas

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>654-772 MAIL SERVICES</b>		
5001-654-772 REGULAR FULL-TIME		
1 Department Assistant	39,335	39,340
Budget Adjustment-MOU agreements (12-09)	830	0
Adjustments:		
Pay Reductions	(1,965)	0
	38,200	39,340
5025-654-772 EMPLOYEE OVERHEAD		
Existing Staff	22,495	23,255
Budget Adjustment-MOU agreements (12-09)	265	0
Adjustments:		
Pay Reductions	(500)	0
	22,260	23,255
5030-654-772 FLEXIBLE BENEFITS	2,775	2,775
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>63,235</b>	<b>65,370</b>
5101-654-772 OPERATING SUPPLIES		
Business Reply & Bulk Rate Permits/Office Supplies	500	500
Postage	70,105	70,105
Tape Rolls & Cartridge Meter	700	700
	71,305	71,305
5131-654-772 PROFESSIONAL SERVICES/CONTRACTS		
Mail Delivery Service	3,000	3,000
Mail Delivery Service for Daily Off-Sites	15,000	15,000
Postal Machine Lease	9,000	9,000
Document Shredding Service	600	600
Community Notification Services	10,000	10,000
	37,600	37,600

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>654-772 MAIL SERVICES</b>		
5173-654-772 OTHER TELEPHONE		
Cellular Phone Service	600	600
<b>TOTAL, M &amp; O</b>	<b>109,505</b>	<b>109,505</b>
5178-654-772 OFFICE AUTOMATION	1,245	1,275
5183-654-772 INSURANCE		
Liability Insurance	1,100	1,025
Property Insurance	140	135
	<u>1,240</u>	<u>1,160</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>2,485</b>	<b>2,435</b>
<b>TOTAL, MAIL SERVICES</b>	<b>175,225</b>	<b>177,310</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Internal Service Fund Sources and Uses**

**OFFICE AUTOMATION**

This fund was created to account for financial activity related to Office Automation services, licensing and hardware. Funding is provided through charges to other departments based on workstation inventory.

<b><u>Sources of Funds:</u></b>	<b>2013-14</b>	<b>2014-15</b>
<u>Charges to Departments:</u>		
City Council	\$ 6,375	\$ 6,375
City Manager/Video Services	18,880	18,880
City Attorney	18,960	18,960
City Clerk	12,670	12,670
City Treasurer	2,550	2,550
Finance	45,565	45,565
Human Resources	11,230	11,230
Risk Management	8,760	8,760
Information Systems	27,885	27,885
Library	213,185	213,185
Older Adult Services/Sr. Nutrition	7,650	7,650
Planning	27,880	27,880
Code Enforcement	34,725	34,725
Building	17,845	17,845
Engineering	45,725	45,725
Maintenance/Streets	36,400	36,400
Maintenance/Parks	3,825	3,825
Recycling and Waste Reduction	5,015	5,015
Police	454,240	454,240
Fire/Emergency Management	124,025	124,025
Center for the Arts	29,860	29,860
Non-Departmental Escondido University	19,110	19,110
Community Services/Administration & Recreation	44,455	44,455
CDBG Administration	8,840	8,840
Successor Agency-Housing	10,200	10,200
Water/Canal/Lakes	75,110	75,110
Wastewater/Recycled Water/Stormwater	91,525	91,525
Building Maintenance	9,955	9,955
Warehouse	6,375	6,375
Fleet Services	11,475	11,475
Duplicating	1,275	1,275
Telecommunications	2,550	2,550
Mail Services	1,275	1,275
Workers' Compensation/Benefits Administration	6,370	6,370
Credit Union	16,720	16,720
<b>TOTAL, Department Charges</b>	<b>1,458,485</b>	<b>1,458,485</b>
Interest	800	700
Use of Reserves	28,160	28,260
<b>TOTAL, Sources</b>	<b>\$ 1,487,445</b>	<b>\$ 1,487,445</b>
 <u>Uses of Funds:</u>		
<u>Operating Budget</u>		
Employee Services	\$ 1,049,680	\$ 1,049,680
Maintenance and Operations	419,295	419,295
Internal Service Charges	18,470	18,470
<b>TOTAL, Uses</b>	<b>\$ 1,487,445</b>	<b>\$ 1,487,445</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**OFFICE AUTOMATION**

**Description:** This fund was created to account for Office Automation services, licensing, and hardware costs. Costs are allocated to departments based on workstation inventory. Licensing and hardware cover costs related to network applications and replacement costs for workstations on the replacement program. All department specific applications and hardware costs are covered by the responsible department.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	0.0	11.0	11.0	11.0
<b>BUDGET:</b>				
Employee Services	0	934,483	994,505	1,049,680
Maintenance & Operations	0	390,510	392,295	419,295
Internal Service Charges	0	17,904	18,625	18,470
Total Budget	<u>0</u>	<u>1,342,897</u>	<u>1,405,425</u>	<u>1,487,445</u>

**DEPARTMENT PRIORITIES**

- Reduce long term server hardware and licensing costs through the virtualization of existing servers
- Enhance network, server and desktop security by expanding the capability of Microsoft System Center 2012
- Provide ongoing network and infrastructure support: maintaining camera systems, servers, desktop hardware replacement, printer replacement, citywide network hardware infrastructure support and data backup and recovery services
- Upgrade network infrastructure to accommodate anticipated network bandwidth and telecommunication requirements
- Reduce software licensing costs by leveraging software included in our Microsoft enterprise agreement such as backup, anti-virus and network management software

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts
- Increase in M&O due to increase in Microsoft annual licensing costs

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>657-033 OFFICE AUTOMATION</b>		
5001-657-033 REGULAR FULL-TIME		
1 Network Manager	108,010	108,010
1 Network Systems Engineer	60,000	71,130
8 Network Systems Technician I/II's	398,625	412,305
1 Sr. Network System Engineer	88,995	88,995
Bilingual Pay	1,950	1,950
Budget Adjustment-MOU agreements (12-09,12-11)	23,690	0
Vacation Contingency	7,155	7,155
Adjustments:		
Pay Reductions	(32,525)	0
	655,900	689,545
5020-657-033 OVERTIME		
Standby Pay	5,000	5,000
Call Back	10,000	10,000
Comp Time Contingency	4,090	4,090
	19,090	19,090
5025-657-033 EMPLOYEE OVERHEAD		
Existing Staff	279,635	299,540
Bilingual Pay/Stand-by Pay/Call Back	965	910
Budget Adjustment-MOU agreements (12-09,12-11)	7,580	0
Vacation/Comp Time Contingency	195	180
Adjustments:		
Pay Reductions	(8,285)	0
	280,090	300,630
5030-657-033 FLEXIBLE BENEFITS	39,425	40,415
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>994,505</b>	<b>1,049,680</b>
5101-657-033 OFFICE/OPERATING SUPPLIES		
Computer Based Training Materials	3,000	3,000
General Office Supplies/Printer Supplies	2,495	2,495
Hardware Inventory	5,000	5,000
Server Backup Tapes	5,000	5,000
	15,495	15,495

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>657-033 OFFICE AUTOMATION</b>		
5126-657-033 MAINTENANCE OF EQUIPMENT		
Printers - Laser (HP, Canon)	1,200	1,200
5131-657-031 PROFESSIONAL SERVICES/CONTRACTS		
Network Security Audit	14,000	14,000
5161-657-033 MILEAGE	500	500
5173-657-033 OTHER TELEPHONE		
Cellular Telephone Expenses	7,800	7,800
5193-657-033 SOFTWARE		
Backup-Exec	10,000	10,000
Internet Firewall Maintenance	5,000	5,000
Management Software Maintenance	14,500	14,500
Microsoft Enterprise Agreement	201,800	228,800
	231,300	258,300
5194-657-033 MINOR OFFICE EQUIPMENT		
Desktop Replacement	62,000	62,000
Server Replacement	60,000	60,000
	122,000	122,000
 <b>TOTAL, M &amp; O</b>	 <b>392,295</b>	 <b>419,295</b>
5164-657-033 EQUIPMENT EXPENSE	3,440	3,540
5165-657-033 DUPLICATING CENTER	100	920
5172-657-033 TELEPHONE	3,855	3,450

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>657-033 OFFICE AUTOMATION</b>		
5183-657-033 INSURANCE		
Liability Insurance	10,370	9,730
Property Insurance	<u>860</u>	<u>830</u>
	11,230	10,560
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>18,625</b>	<b>18,470</b>
<b>TOTAL, INFO SYSTEMS/OFFICE AUTOMATION</b>	<b>1,405,425</b>	<b>1,487,445</b>



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Internal Service Fund Sources and Uses**

**WORKERS' COMPENSATION INSURANCE**

The Workers' Compensation fund was created to account for the City's self insurance provision of Workers' Compensation Insurance. Funding is provided through charges to departments based on payroll expenses.

<b><u>Sources of Funds:</u></b>	<b>2013-14</b>	<b>2014-15</b>
<u>Charges to Departments:</u>		
City Council/City Manager	\$ 8,000	\$ 10,000
City Attorney	8,800	11,000
City Clerk	3,600	4,500
City Treasurer	1,800	2,250
Finance	12,600	15,750
Human Resources/Risk Management	6,200	7,750
Information Systems	19,800	24,750
Library	19,800	24,750
Older Adult/Sr. Nutrition	2,400	3,000
Planning, Building, Code Enforcement	31,000	38,750
Engineering	32,200	40,250
Maintenance/Streets & Parks	83,400	104,250
Recycling and Waste Reduction	1,000	1,250
Police	785,600	982,000
Fire/Emergency Management	627,200	784,000
CDBG Administration	1,600	2,000
Fleet Services	18,200	22,750
Housing/HOME/Mobilehome Park Management	4,600	5,750
Community Services/Administration & Recreation	35,200	44,000
Water/Canal/Lakes	134,800	168,500
Wastewater/Recycled Water/Stormwater	115,400	144,250
Building Maintenance	39,000	48,750
Other Internal Service Funds	7,800	9,750
<b>TOTAL, Charges to Departments</b>	<b>2,000,000</b>	<b>2,500,000</b>
Interest	68,000	62,000
Use of Reserves	1,778,665	1,284,665
<b>TOTAL, Sources</b>	<b>\$ 3,846,665</b>	<b>\$ 3,846,665</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Employee Services	\$ 100,075	\$ 100,075
Maintenance and Operations	3,425,425	3,425,425
Internal Service Charges	13,015	13,015
Allocations	308,150	308,150
<b>TOTAL, Uses</b>	<b>\$ 3,846,665</b>	<b>\$ 3,846,665</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**WORKERS' COMPENSATION INSURANCE**

**Description:** The Workers' Compensation fund was created to account for transactions related to the City's self-insurance provision of Workers' Compensation insurance. Funding is provided through charges to other departments based on payroll expenses.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	1.0	1.0	1.0	1.0
<b>BUDGET:</b>				
Employee Services	99,609	101,778	96,880	100,075
Maintenance & Operations	2,015,627	3,574,538	2,927,700	3,425,425
Internal Service Charges	267,811	15,704	14,115	13,015
Allocations (Net)	343,068	346,692	375,570	308,150
Total Budget	<u>2,726,114</u>	<u>4,038,712</u>	<u>3,414,265</u>	<u>3,846,665</u>

**DEPARTMENT PRIORITIES**

- Provide day to day customer service assistance and training to all employees and departments for on the job injuries
- Coordinate, monitor and act as a liaison for the City's self insured plan requirements with contracted Third Party Administrator, medical providers, investigators, outside attorneys and other vendors
- Assist the City Attorney's office in monitoring all litigated Workers' Compensation claims, including monitoring and attending hearings, settlement conferences and trials
- Provide analysis and recommendations for claim settlements and safety retirements to City staff as well as City Council
- Facilitate the City's Return to Work Program for occupational and non-occupational injuries and illnesses with employees as well as departments

**MAJOR BUDGET IMPACTS**

- Increase in employee services due to negotiated union contracts
- Increase in benefits paid and medical services based on actuarial recommendations and new legislation (SB863)
- Increase in self-insured assessments (other insurance)
- Decrease in insurance internal service charges
- Decrease in allocations in from other departments such as the Benefits Administration fund

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>690-721 WORKERS' COMPENSATION INSURANCE</b>		
5001-690-721 REGULAR FULL-TIME		
1 Sr. Human Resources Analyst	69,680	69,680
Budget Adjustment-MOU agreements (12-11)	1,475	0
Adjustments:		
Pay Reductions	(3,485)	0
	67,670	69,680
5025-690-721 EMPLOYEE OVERHEAD		
Existing Staff	25,635	26,410
Budget Adjustment-MOU agreements (12-11)	480	0
Adjustments:		
Pay Reductions	(890)	0
	25,225	26,410
5030-690-721 FLEXIBLE BENEFITS	3,985	3,985
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>96,880</b>	<b>100,075</b>
5101-690-721 OFFICE/OPERATING SUPPLIES		
Workers' Comp Supplies	500	500
5129-690-721 BENEFITS PAID		
Workers' Comp Benefits	900,000	1,018,000
5130-690-721 MEDICAL SERVICES		
Medical Services, Physical Therapy, Prescriptions	1,200,000	1,500,000
5131-690-721 PROFESSIONAL SERVICES/CONTRACTS		
Professional Services	16,000	16,000
Subrosa Services	16,000	16,000
Third Party Administrator	355,000	365,025
	387,000	397,025

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>690-721 WORKERS' COMPENSATION INSURANCE</b>		
5133-690-721 LEGAL COUNSEL		
Legal Fees	75,000	75,000
5160-690-721 TRAINING AND MEETINGS		
Seminars, Conferences, Workshops	3,000	3,000
5161-690-721 MILEAGE REIMBURSEMENT		
Mileage Reimbursement for Workers' Comp Claims	300	500
5162-690-721 DUES AND SUBSCRIPTIONS		
Workers' Compensation Publications & Dues	350	350
5167-690-721 ADVERTISING AND PRINTING		
Workers' Compensation Forms	100	100
5169-690-721 OTHER INSURANCE		
Excess Insurance	310,000	350,000
Fraud Insurance	50,000	79,500
	360,000	429,500
5173-690-721 OTHER TELEPHONE		
Cellular Phones	1,450	1,450
<b>TOTAL, M &amp; O</b>	<b>2,927,700</b>	<b>3,425,425</b>
5165-690-721 DUPLICATING CENTER	125	110
5172-690-721 TELEPHONE	250	235
5175-690-721 MAIL SERVICES	1,095	975
5178-690-721 OFFICE AUTOMATION	1,245	1,275

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>690-721 WORKERS' COMPENSATION INSURANCE</b>		
5183-690-721 INSURANCE		
Liability Insurance	11,260	10,285
Property Insurance	140	135
	<u>11,400</u>	<u>10,420</u>
<b>TOTAL, INTERNAL SERVICE CHARGES</b>	<b>14,115</b>	<b>13,015</b>
<b>SUBTOTAL, WORKERS' COMPENSATION INSURANCE</b>	<b>3,038,695</b>	<b>3,538,515</b>
5901-690-721 ALLOCATED IN		
City Attorney	114,230	118,350
Finance	17,810	18,710
Human Resources	72,870	57,775
Risk Management	106,130	113,315
Benefits Administration	64,530	0
	<u>375,570</u>	<u>308,150</u>
<b>TOTAL, WORKERS' COMPENSATION INSURANCE</b>	<b>3,414,265</b>	<b>3,846,665</b>



**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Internal Service Fund Sources and Uses**

**GENERAL LIABILITY INSURANCE**

This fund was created to account for transactions related to the City's self-insurance provision of general liability insurance. Funding is provided through charges to departments based on future risk evaluation, prior claims experience, and other factors.

**Sources of Funds:**

	<b>2013-14</b>	<b>2014-15</b>
<u>Charges to Departments:</u>		
City Council	\$ 17,040	\$ 17,040
City Manager	6,985	6,985
City Attorney	6,510	6,510
City Clerk	7,130	7,130
City Treasurer	2,425	2,425
Finance	17,390	17,390
Human Resources	4,670	4,670
Information Systems	19,925	19,925
Library	40,040	40,040
Older Adult Services/Senior Nutrition	5,545	5,545
Planning	11,835	11,835
Code Enforcement	25,840	25,840
Building	10,980	10,980
Engineering	38,885	38,885
Maintenance/Streets	208,110	208,110
Maintenance/Parks	39,550	39,550
Recycling and Waste Reduction	4,365	4,365
Police	742,100	742,100
Fire/Emergency Management	149,150	149,150
Non-Departmental	16,260	16,260
Community Services/Administration & Recreation	59,330	59,330
CDBG Administration	11,865	11,865
Landscape Maintenance District	2,490	2,490
Successor Agency-Housing	4,890	4,890
Mobilehome Park Management	400	400
HOME	180	180
Water/Canal/Lakes	327,505	327,505
Wastewater/Recycled Water/Stormwater Management	193,205	193,205
Internal Service Funds	119,420	119,420
<b>TOTAL, Charges to Departments</b>	<b>2,094,020</b>	<b>2,094,020</b>
Interest	31,000	28,000
Use of Reserves	625,010	628,010
<b>TOTAL, Sources</b>	<b>\$ 2,750,030</b>	<b>\$ 2,750,030</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Maintenance and Operations	\$ 1,447,100	\$ 1,447,100
Allocations	1,302,930	1,302,930
<b>TOTAL, Uses</b>	<b>\$ 2,750,030</b>	<b>\$ 2,750,030</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**GENERAL LIABILITY INSURANCE**

**Description:** The General Liability Insurance fund accounts for transactions related to the City's self-insurance provision of general liability insurance. Funding is provided by charges to departments.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	344,583	3,653,532	1,432,100	1,447,100
Allocations (Net)	<u>1,099,572</u>	<u>1,157,840</u>	<u>1,247,560</u>	<u>1,302,930</u>
Total Budget	<u>1,444,155</u>	<u>4,811,372</u>	<u>2,679,660</u>	<u>2,750,030</u>

**DEPARTMENT PRIORITIES**

- Continue to reduce the frequency, severity and unpredictability of accidental losses
- Apply exposure avoidance, loss prevention, loss reduction and contractual transfer measures to liability losses to reduce City operating costs and increase operating efficiency
- Develop, coordinate and implement employee training programs and procedures to prevent and reduce potential liability losses

**MAJOR BUDGET IMPACTS**

- Increase in SANDPIPA premiums
- Increase in allocations in from the General Fund

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

		<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>691-722</b>	<b>GENERAL LIABILITY INSURANCE</b>		
5103-691-722	TRIAL SUPPLIES	1,500	1,500
5131-691-722	PROFESSIONAL SERVICES/CONTRACTS		
	Annual Physicals for Fire and Public Works	40,000	40,000
	Annual Physicals for Police	35,000	35,000
	Automatic External Defibrillators	12,600	12,600
	Blood Borne Pathogen Clean Up	20,000	20,000
	DOT Compliance Drug & Alcohol Testing	9,000	9,000
	DOT Training for Commercial Drivers	1,000	1,000
	Professional Services	6,000	6,000
		<u>123,600</u>	<u>123,600</u>
5133-691-722	LEGAL COUNSEL	200,000	200,000
5134-691-722	INVESTIGATIONS	5,000	5,000
5135-691-722	RESEARCH	9,000	9,000
5140-691-722	EXPERT WITNESS	125,000	125,000
5142-691-722	DEPOSITIONS	40,000	40,000
5143-691-722	COURIER SERVICES	5,000	5,000
5147-691-722	COURT FEES	5,000	5,000
5149-691-722	PREVENTION		
	Loss Prevention/Reduction Expenses	15,000	15,000
5151-691-722	LIABILITY CLAIMS EXPENSES	100,000	100,000
5153-691-722	SETTLEMENTS	175,000	175,000
5154-691-722	JUDGMENTS	50,000	50,000
5160-691-722	TRAINING AND MEETINGS		
	Seminars, Conferences, Workshops	4,000	4,000
5166-691-722	OTHER DUPLICATING	8,000	8,000

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>691-722 GENERAL LIABILITY INSURANCE</b>		
5169-691-722 OTHER INSURANCE		
CCAЕ SLIP Program Premium	75,000	75,000
SANDPIPA Bond/Crime Program Premium	21,000	21,000
SANDPIPA Pool and Excess Insurance Premium	<u>470,000</u>	<u>485,000</u>
	566,000	581,000
<b>TOTAL, M &amp; O</b>	<b>1,432,100</b>	<b>1,447,100</b>
<b>SUBTOTAL, GENERAL LIABILITY INSURANCE</b>	<b>1,432,100</b>	<b>1,447,100</b>
5901-691-722 ALLOCATED IN		
City Attorney	989,985	1,025,715
Finance	9,455	9,790
Risk Management	<u>248,120</u>	<u>267,425</u>
	1,247,560	1,302,930
<b>TOTAL, GENERAL LIABILITY INSURANCE</b>	<b>2,679,660</b>	<b>2,750,030</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Internal Service Fund Sources and Uses**

**BENEFITS ADMINISTRATION**

This fund was created to account for transactions related to the provision of health, life, and other benefits for City employees. Funding is provided through charges to other departments and through payroll deductions from employees.

**Sources of Funds:**

	<b>2013-14</b>	<b>2014-15</b>
Charges to Departments	\$ 381,840	\$ 426,240
Employee Contributions	910,000	990,320
Retiree Premiums	950,000	1,000,000
COBRA Premiums	75,000	80,000
City Paid Premiums	7,561,000	7,919,560
<b>TOTAL, Charges to Departments and Premiums</b>	<b>9,877,840</b>	<b>10,416,120</b>
Insurance Rebate	40,000	40,000
Interest	2,000	2,000
Use of Reserves	36,055	-
<b>TOTAL, Sources</b>	<b>\$ 9,955,895</b>	<b>\$ 10,458,120</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Employee Services	\$ 161,410	\$ 161,410
Maintenance and Operations	9,616,495	10,118,720
Internal Service Charges	51,430	51,430
Allocations	126,560	126,560
<b>TOTAL, Uses</b>	<b>\$ 9,955,895</b>	<b>\$ 10,458,120</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**BENEFITS ADMINISTRATION**

**Description:** The Benefits Administration fund accounts for transactions related to the provision of health, life and cancer insurance as well as other benefits available for City employees. Funding is provided through charges to departments and employee contributions.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>STAFFING:</b>				
Regular Full-Time	4.0	3.0	3.0	2.0
Temporary Part-Time (FTE)	0.0	0.4	0.4	0.4
Department Total	<u>4.0</u>	<u>3.4</u>	<u>3.4</u>	<u>2.4</u>
<b>BUDGET:</b>				
Employee Services	255,697	264,602	319,465	161,410
Maintenance & Operations	7,891,645	7,988,900	9,366,495	9,616,495
Internal Service Charges	5,630	49,308	42,540	51,430
Allocations (Net)	(21,312)	(23,940)	(18,600)	126,560
Total Budget	<u>8,131,660</u>	<u>8,278,870</u>	<u>9,709,900</u>	<u>9,955,895</u>

**DEPARTMENT PRIORITIES**

- Provide day to day customer service assistance to all employees and retirees as it relates to their respective benefit plans
- Provide administration for several employee benefit plans and programs
- Provide employee communication materials and coordinate open enrollment, health fairs, retirement, deferred compensation and other relevant employee meetings
- Assist employees with all aspects of medical leaves of absence, family leave requests and coordinate the return to work
- Ensure the City is compliant with all applicable State or Federal laws that are implemented and process all contract amendments for CalPERS and/or PARS Plans
- Provide analysis, research and recommendations of various employee benefit programs and serve on the City's Health Insurance Committee

**MAJOR BUDGET IMPACTS**

- Reorganization of positions
- Eliminated 1 regular full-time position
- Increase in health insurance premiums
- Increase in duplicating and mail internal service charges
- Eliminated allocations out to other funds
- Increased allocations in from the General Fund

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
<b>692-723 BENEFITS ADMINISTRATION</b>		
5001-692-723 REGULAR FULL-TIME		
1 Benefits & Workers Comp Manager	97,780	0
1 Benefits Analyst	52,785	0
1 Human Resources Analyst II	0	57,270
1 Human Resources Technician I/II	43,475	44,520
Retirement Contingency	37,235	0
Budget Adjustment-MOU agreements (12-09,12-11)	4,105	0
Adjustments:		
Pay Reductions	(9,700)	0
	225,680	101,790
5004-692-723 TEMPORARY PART-TIME		
Clerical Assistance	8,000	8,000
5025-692-723 EMPLOYEE OVERHEAD		
Existing Staff	74,290	44,915
Temporary Position	620	235
Retirement Contingency	650	0
Budget Adjustment-MOU agreements (12-09,12-11)	1,335	0
Adjustments:		
Pay Reductions	(2,470)	0
	74,425	45,150
5030-692-723 FLEXIBLE BENEFITS	11,360	6,470
<b>TOTAL, EMPLOYEE SERVICES</b>	<b>319,465</b>	<b>161,410</b>
5101-692-723 OFFICE/OPERATING SUPPLIES		
Benefit Supplies	750	750
5131-692-723 PROFESSIONAL SERVICES/CONTRACTS		
Employee Assistance Program	26,000	26,000
FSA Administration	12,000	15,000
Miscellaneous - 4th Level CalPERS	32,000	30,000

(continued on next page)

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>692-723 BENEFITS ADMINISTRATION</b>		
5131-692-723 PROFESSIONAL SERVICES/CONTRACTS (continued)		
Safety 4th Level CalPERS	12,170	12,170
Unemployment Administration	3,500	3,500
	85,670	86,670
5160-692-723 TRAINING & MEETINGS		
Seminars, Conferences, Workshops	3,000	3,000
5161-692-723 MILEAGE REIMBURSEMENT	100	100
5162-692-723 DUES AND SUBSCRIPTIONS		
PERS Public Agency Coalition	1,250	1,250
Professional Organization Membership & Subscriptions	725	725
	1,975	1,975
5169-692-723 OTHER INSURANCE		
City Paid Premiums	2,000	2,000
COBRA Premiums	75,000	75,000
Health Insurance Premiums	7,850,000	8,200,000
Life Insurance Premiums	90,000	144,000
Retiree Premiums	1,110,000	950,000
Waiver of Insurance Rebates	120,000	125,000
	9,247,000	9,496,000
5193-692-723 SOFTWARE		
Software Licensing (1/2 of cost in 023)	28,000	28,000
<b>TOTAL, M &amp; O</b>	<b>9,366,495</b>	<b>9,616,495</b>
5165-692-723 DUPLICATING CENTER	1,340	7,380
5172-692-723 TELEPHONE	760	700
5175-692-723 MAIL SERVICES	4,360	8,575
5178-692-723 OFFICE AUTOMATION	4,970	5,095

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>692-723 BENEFITS ADMINISTRATION</b>		
5183-692-723 INSURANCE		
Liability Insurance	30,970	29,545
Property Insurance	140	135
	<u>31,110</u>	<u>29,680</u>
 <b>TOTAL, INTERNAL SERVICE CHARGES</b>	 <b>42,540</b>	 <b>51,430</b>
 <b>SUBTOTAL, BENEFITS ADMINISTRATION</b>	 <b>9,728,500</b>	 <b>9,829,335</b>
 5901-692-723 ALLOCATED IN		
Finance	8,680	9,065
Human Resources	32,850	112,960
Risk Management	4,400	4,535
	<u>45,930</u>	<u>126,560</u>
 5902-692-723 ALLOCATED OUT		
Workers' Compensation	(64,530)	0
 <b>TOTAL, BENEFITS ADMINISTRATION</b>	 <b>9,709,900</b>	 <b>9,955,895</b>



**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Internal Service Fund Sources and Uses**

**PROPERTY INSURANCE**

This fund was created to account for transactions related to property insurance obtained for the City. Funding is provided through charges to departments.

<u>Sources of Funds:</u>	<b>2013-14</b>	<b>2014-15</b>
<u>Charges to Departments:</u>		
City Council	\$ 1,710	\$ 1,710
City Manager	3,755	3,755
City Attorney	2,530	2,530
City Clerk	2,370	2,370
City Treasurer	560	560
Finance	2,820	2,820
Human Resources	2,980	2,980
Risk Management	570	570
Information Systems	3,320	3,320
Library	37,965	37,965
Older Adult Services/Senior Nutrition	5,380	5,380
Planning	4,970	4,970
Code Enforcement	1,780	1,780
Building	1,760	1,760
Engineering	9,860	9,860
Streets	6,255	6,255
Parks	9,005	9,005
Communications	260	260
Recycling and Waste Reduction	285	285
Police	34,935	34,935
Fire	68,130	68,130
Non-Departmental	325	325
Community Services/Administration & Recreation	26,240	26,240
CDBG Administration	805	805
Successor Agency-Housing/HOME/Mobilehome Park Management	2,005	2,005
Water/Canal/Lakes	96,910	96,910
Wastewater	122,390	122,390
Stormwater Management	260	260
Internal Service Funds	10,930	10,930
<b>TOTAL, Charges to Departments</b>	<b>461,065</b>	<b>461,065</b>
Interest	3,000	2,000
Use of Reserves	83,820	84,820
<b>TOTAL, Sources</b>	<b>\$ 547,885</b>	<b>\$ 547,885</b>

**Uses of Funds:**

<u>Operating Budget</u>		
Maintenance and Operations	\$ 475,000	\$ 475,000
Allocations	72,885	72,885
<b>TOTAL, Uses</b>	<b>\$ 547,885</b>	<b>\$ 547,885</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Department Summary**

**PROPERTY INSURANCE**

**Description:** The Property Insurance fund accounts for transactions related to property insurance obtained for the City. Funding is provided through charges to departments.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	327,608	354,532	415,000	475,000
Allocations (Net)	<u>67,800</u>	<u>70,716</u>	<u>70,275</u>	<u>72,885</u>
Total Budget	<u>395,408</u>	<u>425,248</u>	<u>485,275</u>	<u>547,885</u>

**DEPARTMENT PRIORITIES**

- Apply exposure avoidance, loss prevention, loss reduction and contractual transfer measures to property losses to reduce City operating costs and increase operating efficiency
- Continually update & maintain the City's property schedule to accurately reflect current assets and ensure appropriate insurance coverage
- Continue to reduce the frequency, severity and unpredictability of accidental losses to City assets

**MAJOR BUDGET IMPACTS**

- Increase in SANDPIPA premiums
- Increase in allocations in from the General Fund

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>693-724 PROPERTY INSURANCE</b>		
5120-693-724 VANDALISM REPAIRS		
Property Repair Expenses	5,000	5,000
5131-693-724 PROFESSIONAL SERVICES/CONTRACTS		
Service Expenses	5,000	5,000
5152-693-724 PROPERTY SELF-RETENTION		
Property Loss Claims Payments	10,000	10,000
5169-693-724 OTHER INSURANCE		
SANDPIPA PEPiP Property Program. Premium	375,000	455,000
Budget Adjustment-Premium Increase (08-02)	20,000	0
	395,000	455,000
 <b>TOTAL, M &amp; O</b>	 <b>415,000</b>	 <b>475,000</b>
 <b>SUBTOTAL, PROPERTY INSURANCE</b>	 <b>415,000</b>	 <b>475,000</b>
 5901-693-724 ALLOCATED IN		
Finance	4,730	4,895
Risk Management	65,545	67,990
	70,275	72,885
 <b>TOTAL, PROPERTY INSURANCE</b>	 <b>485,275</b>	 <b>547,885</b>



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Internal Service Fund Sources and Uses**

**DENTAL INSURANCE**

This fund was created to account for transactions related to the provision of dental insurance to City employees. Funding is provided through charges to other departments based on employee participation.

<b><u>Sources of Funds:</u></b>	<b>2013-14</b>	<b>2014-15</b>
Charges to Departments	\$ 310,865	\$ 525,000
Employee Contributions	390,000	429,000
Interest	3,000	3,000
Use of Reserves	166,135	-
<b>TOTAL, Sources</b>	<b><u>\$ 870,000</u></b>	<b><u>\$ 957,000</u></b>

<b><u>Uses of Funds:</u></b>		
<u>Operating Budget</u>		
Maintenance and Operations	\$ 870,000	\$ 957,000
<b>TOTAL, Uses</b>	<b><u>\$ 870,000</u></b>	<b><u>\$ 957,000</u></b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Department Summary**

**DENTAL INSURANCE**

**Description:** The Dental Insurance fund accounts for transactions related to the provision of dental insurance to City employees. Funding is provided through charges to departments and employee contributions.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	830,118	762,334	870,000	870,000

**DEPARTMENT PRIORITIES**

- Provide quality dental coverage for City employees

**MAJOR BUDGET IMPACTS**

- None

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>694-725 DENTAL INSURANCE</b>		
5131-694-725    PROFESSIONAL SERVICES/CONTRACTS		
Claims Processing	90,000	90,000
5151-694-725    CLAIMS PAYMENTS	730,000	730,000
5169-694-725    OTHER INSURANCE		
Delta Care DMO Premiums	50,000	50,000
<b>TOTAL, M &amp; O</b>	<b>870,000</b>	<b>870,000</b>
<b>TOTAL, DENTAL INSURANCE</b>	<b>870,000</b>	<b>870,000</b>



**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Internal Service Fund Sources and Uses**

**UNEMPLOYMENT INSURANCE**

This fund was created to account for Unemployment Insurance Claims. Funding is provided by charges to departments based on payroll costs.

**Sources of Funds:**

	<b>2013-14</b>	<b>2014-15</b>
Charges to Departments	\$ 90,000	\$ 179,000
Interest	1,000	1,000
Use of Reserves	89,000	-
<b>Total, Sources</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>

**Uses of Funds:**

Claims Payments	\$ 180,000	\$ 180,000
<b>TOTAL, Uses</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>

**CITY OF ESCONDIDO  
 FY 2013-14 Operating Budget  
 Department Summary**

**UNEMPLOYMENT INSURANCE**

**Description:** The Unemployment Insurance Fund accounts for administration of the City's unemployment claims. Funding is provided through charges to departments.

**BUDGET SUMMARY**

	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Revised</b>	<b>2013-14 Budget</b>
<b>BUDGET:</b>				
Maintenance & Operations	197,317	160,742	240,000	180,000

**DEPARTMENT PRIORITIES**

- Maintain an adequate fund balance in order to pay unemployment insurance claims awarded by the State Employment Development Department
- Monitor all liability claims and protest any claims to EDD that the City determines are not appropriate
- Monitor legislative changes that would impact the unemployment insurance fund and determine any remedial action
- Evaluate any upcoming employee layoffs and analyze the impact to the unemployment insurance fund

**MAJOR BUDGET IMPACTS**

- Decrease in claims payments

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Line Item Detail**

	<u>2012-13 REVISED</u>	<u>2013-14 BUDGET</u>
<b>696-727 UNEMPLOYMENT INSURANCE</b>		
5151-696-727 CLAIMS PAYMENTS	240,000	180,000
<b>TOTAL, M &amp; O</b>	<b>240,000</b>	<b>180,000</b>
<b>TOTAL, UNEMPLOYMENT INSURANCE</b>	<b>240,000</b>	<b>180,000</b>



# Appendix



**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Schedule of Interfund Transfers**

<b>TRANSFERS OUT</b>	<b>TRANSFERS IN</b>	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
<b><u>General Fund Transfers</u></b>			
108 Gas Tax Fund	001 General Fund	\$2,055,000	\$2,055,000
121 Cable Technology Fund	001 General Fund	11,000	-
716 Hegyi Trust Fund	001 General Fund	2,000	2,000
715 Ryan Trust-Library/Pioneer Room	001 General Fund	44,800	44,800
122 Daley Ranch Restoration Fund	001 General Fund	420,000	-
100 Center for the Arts	001 General Fund	171,020	-
558 Wastewater Fund	001 General Fund	25,000	25,000
	<b>General Fund Transfers In Total</b>	<b>2,728,820</b>	<b>2,126,800</b>
001 General Fund	112 Recreation Fund	-	121,785
001 General Fund	100 Center for the Arts Fund	1,590,235	-
001 General Fund	107 Vehicle Parking District Fund	39,215	76,800
001 General Fund	376 Reidy Creek Debt Service Fund	378,775	362,515
001 General Fund	281 Successor Agency-Housing Fund	25,000	60,000
	<b>General Fund Transfers Out Total</b>	<b>2,033,225</b>	<b>621,100</b>
<b><u>Other Fund Transfers</u></b>			
112 Recreation Fund	375 Vineyard Golf Debt Service	677,860	719,000
116 CDBG Fund	115 CDBG Project Fund	1,142,650	1,200,155
790 Redevelopment Obligation Retirement Fund	791 Successor Agency-Redevelopment Fund	291,000	10,219,510
790 Redevelopment Obligation Retirement Fund	791 Successor Agency-Debt Service	10,970,820	-
555 Water Operating Fund	556 Water Capital Project Fund	2,600,000	1,500,000
558 Wastewater Operating Fund	557 Wastewater Capital Project Fund	3,450,000	1,000,000
558 Stormwater	653 Fleet Fund	-	100,000
650 Building Maintenance Fund	651 Building Maintenance Capital Project Fund	875,000	-
654 Telecommunications	229 General Capital Projects	-	350,000
	<b>Other Funds Total</b>	<b>20,007,330</b>	<b>15,088,665</b>
	<b>All Funds Total</b>	<b>24,769,375</b>	<b>17,836,565</b>



**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Revenue Schedule (All Funds)**

	2011-12 ACTUAL	2012-13 REVISED	2013-14 BUDGET
<b>GENERAL FUND</b>			
<b>SALES TAX</b>	<b>\$21,452,896</b>	<b>\$24,400,000</b>	<b>\$26,352,000</b>
<b>OTHER TAXES</b>			
Property Tax in Lieu of Sales Tax	6,301,032	7,477,895	8,489,500
Secured Property Tax	9,609,675	9,609,000	9,951,000
Unsecured Property Tax	327,377	359,000	321,000
RPTTF Residual Payment	1,590,350	509,000	535,415
Property Tax in Lieu of VLF	10,396,854	10,428,000	10,532,000
Tax Sharing Payment	196,112	298,000	202,000
Penalties	2,464	8,000	8,000
Property Transfer	318,924	378,000	386,000
Franchise Fees	5,430,083	5,549,000	5,553,000
Transient Occupancy Tax	1,203,157	1,181,000	1,205,000
Business License	1,475,163	1,622,000	1,622,000
Transfer Station Fee	662,076	685,000	685,000
Other Incentive Fees	66,206	71,000	61,000
<b>Total, Other Taxes</b>	<b>37,579,473</b>	<b>38,174,895</b>	<b>39,550,915</b>
<b>PERMITS AND LICENSES</b>			
Towing Licenses	450,000	450,000	450,000
Building Permits	215,946	290,000	290,000
Plumbing Permits	29,247	49,000	49,000
Electrical Permits	41,823	57,000	57,000
Mechanical Permits	24,315	39,000	39,000
Fire Code Permits	52,375	43,000	43,000
Mobile Home Setup	7,674	6,000	6,000
<b>Total, Permits and Licenses</b>	<b>821,380</b>	<b>934,000</b>	<b>934,000</b>
<b>FINES AND FORFEITURES</b>			
Red Light Photo Citations	429,226	320,000	206,500
Vehicle Code Fines	500,840	500,000	500,000
Parking Ticket Fines	196,219	200,000	200,000
Other Court Fines	30,962	50,000	50,000
Booking Fees	85,472	78,000	78,000
Library Fines	87,058	79,000	83,000
Code Enforcement Admin Citations	29,491	29,000	29,000
Impound Fees	281,260	270,000	270,000
<b>Total, Fines and Forfeitures</b>	<b>1,640,528</b>	<b>1,526,000</b>	<b>1,416,500</b>
<b>INTERGOVERNMENTAL</b>			
State Motor Vehicle Fees	377,421	75,000	0
Post Reimbursement	48,092	27,000	27,000
Nutrition Grant	197,859	202,949	196,000
FEMA Grant	17,697	0	0
Miscellaneous Agencies	4,648	6,000	5,000
Rincon Fire Fees	1,899,336	1,900,000	1,900,000
State Highway Maintenance	10,000	10,000	10,000
Beverage Recycling	0	38,050	38,050

**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Revenue Schedule (All Funds)**

	<b>2011-12 ACTUAL</b>	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
County Grants	253,520	205,000	205,000
State Grants	31,730	0	0
Federal Grants	106,196	46,450	46,450
SB90 Claims	66,769	150,000	100,000
<b>Total, Intergovernmental</b>	<b>3,013,268</b>	<b>2,660,449</b>	<b>2,527,500</b>
 <b>CHARGES FOR SERVICES</b>			
Zoning Fees	36,072	67,000	67,000
Subdivision Fees	3,304	3,000	3,000
Sale of Plans/Specs	2,993	22,000	22,000
Annexation Fees	0	5,000	5,000
Maps & Publications	114	1,000	1,000
Building Plan Check Fees	159,514	173,000	173,000
Conservation Credit	138,155	0	100,000
EIR	2,955	5,000	5,000
Engineering Fees	106,387	50,000	50,000
Engineering Misc. Projects	216,434	170,000	170,000
Engineering Subdivision Fees	18,084	84,000	84,000
Planning Fees	128,734	134,000	134,000
Police Services	296,504	115,000	180,000
Abandoned Vehicles	65,705	110,000	11,500
False Alarms	57,699	53,000	53,000
DUI Cost Recovery	55,786	60,000	60,000
Fingerprinting Revenue	34,705	35,000	35,000
Restitution	79,896	75,000	75,000
Alarm Registration Fee	19,710	21,000	21,000
Commercial Alarm Registration	17,400	18,000	18,000
Police Reserve Services	2,204	2,000	2,000
Special Fire	35,440	54,000	54,000
Failed Reinspection	33,707	18,000	18,000
Fire Plan Check	12,850	29,000	29,000
Fire Mutual Aid Reimbursement	224,847	47,000	47,000
Fire Protection System Fees	12,125	37,000	37,000
Fire Comm Care Licensing Fee	7,200	8,000	8,000
Processing Fee-Quit Claim	0	4,000	4,000
Processing Fees	1,200	4,000	4,000
Fire R-2 Inspection Fees	45,864	70,000	70,000
City Clerk Fees	1,870	2,000	2,000
Copying Fee	2,283	3,000	3,000
Street Light Power Charge	2,656	1,000	1,000
AB939 Fees	0	86,000	86,000
Household Hazardous Waste	0	215,000	215,000
Senior Meal Payments	7,091	10,000	10,000
Library Audiovisual	61,519	60,000	60,000
Senior Van Fee	2,687	2,000	2,000
Facility Use-Senior Center	25,717	22,000	22,000
Joslyn Library Sales	2,300	1,000	1,000
Sale of Recyclables	0	475,000	475,000
Microfilm Fees	12,430	17,000	17,000
Passport Photos	8,315	8,000	8,000
Passport Processing Fees	38,175	36,000	36,000

**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Revenue Schedule (All Funds)**

	<b>2011-12 ACTUAL</b>	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
Paramedic Transportation	13,635	0	0
Paramedic Services	3,478,708	3,700,000	3,700,000
<b>Total, Charges for Services</b>	<b>5,472,974</b>	<b>6,112,000</b>	<b>6,178,500</b>
 <b>INTEREST</b>			
Interest Earnings	<b>467,769</b>	<b>450,000</b>	<b>450,000</b>
 <b>OTHER REVENUE</b>			
Harding Street Maintenance	8,299	8,000	8,000
Special Event Cost Reimbursement	73,686	88,000	88,000
Contributions	38,800	63,437	63,500
Rent	1,936,503	1,287,000	1,394,000
Leases	1,472,869	1,550,000	1,550,000
Damages-City Property	27,254	9,000	9,000
Mobile Home Fees	44,529	41,000	41,000
Misc. Over/Short	295	3,000	3,000
NSF Check Charges	6,443	9,000	9,000
Admin Fee-Collections	21,074	20,000	20,000
Other Revenue	241,403	833,500	100,000
<b>Total, Other Revenue</b>	<b>3,871,155</b>	<b>3,911,937</b>	<b>3,285,500</b>
 <b>Total, General Fund</b>	 <b>\$74,319,443</b>	 <b>\$78,169,281</b>	 <b>\$80,694,915</b>

<b>SPECIAL REVENUE FUNDS</b>
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**VEHICLE PARKING DISTRICT**

Interest	<b>\$675</b>	<b>\$280</b>	<b>\$200</b>
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**GAS TAX**

Gas Tax 2105	671,191	713,000	689,000
Gas Tax 2106	494,667	482,000	462,000
Gas Tax 2107	963,386	1,024,000	1,026,000
Gas Tax 2107.5	10,000	10,000	10,000
R & T Code 7360 - Prop 42	1,983,649	1,601,000	2,088,000
Interest	48,021	25,000	16,800
<b>Total, Gas Tax</b>	<b>4,170,914</b>	<b>3,855,000</b>	<b>4,291,800</b>

**PARK DEVELOPMENT**

Park Development Fees	51,333	272,500	392,700
Interest	4,105	5,500	3,100
<b>Total, Park Development</b>	<b>55,438</b>	<b>278,000</b>	<b>395,800</b>

**RECREATION**

On Track-State Grant	854,461	900,855	845,740
Fees for Services	2,004,522	2,063,930	2,118,660
Golf Course Rent & Add't Compensation	205,611	180,000	230,000
Interest	199,790	126,000	56,700

**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Revenue Schedule (All Funds)**

	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
	<b>ACTUAL</b>	<b>REVISED</b>	<b>BUDGET</b>
Cellular Site/EVCC Rent	375,450	515,245	499,580
Sponsorships	0	60,000	60,000
Contributions/Deposit for Share a Dream	0	23,995	25,000
Daley Ranch	0	44,740	0
Other Revenue	51,846	0	0
<b>Total, Recreation</b>	<b>3,691,680</b>	<b>3,914,765</b>	<b>3,835,680</b>
 <b>REIDY CREEK GOLF COURSE</b>			
Green Fees	359,318	405,075	385,560
Cart Rental	180,469	195,915	184,415
Golf Merchandise Sales	43,385	45,330	42,755
Other Revenue	4,550	2,175	1,795
Food and Beverage Rent	8,347	9,730	18,435
Interest	270	0	200
<b>Total, Reidy Creek Golf Course</b>	<b>596,339</b>	<b>658,225</b>	<b>633,160</b>
 <b>POLICE ASSET FORFEITURE</b>			
Federal Asset Forfeiture	98,093	120,000	120,000
Interest	5,627	10,000	10,000
<b>Total, Police Asset Forfeiture</b>	<b>103,720</b>	<b>130,000</b>	<b>130,000</b>
 <b>COMMUNITY DEVELOPMENT BLOCK GRANT</b>			
Grant	1,568,460	1,380,515	1,482,970
Other Revenue	0	5,120	0
<b>Total, Community Dev't Block Grant</b>	<b>1,568,460</b>	<b>1,385,635</b>	<b>1,482,970</b>
 <b>RECYCLING &amp; WASTE REDUCTION</b>			
Beverage Container Recycling Funds	77,894	0	0
AB939 Fees	88,264	0	0
Household Hazardous Waste Fees	218,549	0	0
Interest	20,314	0	0
Proceeds from Sale of Recyclables	421,935	0	0
Other Revenue	1,375	0	0
<b>Total, Recycling &amp; Waste Reduction</b>	<b>828,331</b>	<b>0</b>	<b>0</b>
 <b>TRAFFIC IMPACT</b>			
Traffic Impact Fees-Local	143,322	387,100	559,100
Traffic Impact Fees-Regional	21,351	63,700	162,400
Interest	16,824	11,700	6,500
<b>Total, Traffic Impact</b>	<b>181,497</b>	<b>462,500</b>	<b>728,000</b>
 <b>CABLE TECHNOLOGY</b>			
Interest	267	300	200

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Revenue Schedule (All Funds)**

	<b>2011-12 ACTUAL</b>	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
<b>DALEY RANCH RESTORATION</b>			
Conservation Credit	138,155	0	0
Interest	18,972	5,000	700
<b>Total, Daley Ranch Restoration</b>	<b>157,127</b>	<b>5,000</b>	<b>700</b>
<b>LANDSCAPE MAINTENANCE DISTRICTS</b>			
Assessments	728,401	727,450	749,220
Interest	9,692	0	2,300
Other Revenue	5,760	5,760	5,760
<b>Total, Landscape Maintenance Districts</b>	<b>743,853</b>	<b>733,210</b>	<b>757,280</b>
<b>PUBLIC ART</b>			
Public Art Fees	41,893	81,300	109,600
Interest	10,796	9,500	5,600
Recoveries	11,604	0	0
<b>Total, Public Art</b>	<b>64,293</b>	<b>90,800</b>	<b>115,200</b>
<b>PROP 1B-HIGHWAY SAFETY &amp; TRAFFIC REDUCTION</b>			
Interest	16,462	19,500	0
<b>SUCCESSOR AGENCY- HOUSING</b>			
Grants	0	976,584	0
Sale of City Property	0	350,000	55,000
HELP Fees	7,878	0	0
Other Revenue	8,767	0	0
Interest	296,579	0	0
<b>Total, Successor Agency-Housing</b>	<b>313,224</b>	<b>1,326,584</b>	<b>55,000</b>
<b>MOBILEHOME PARK MANAGEMENT</b>			
Rent	60,024	192,140	191,945
Interest	186	0	100
<b>Total, Mobilehome Park Management</b>	<b>60,210</b>	<b>192,140</b>	<b>192,045</b>
<b>HOME</b>			
Grants	1,626,964	406,865	406,865
Interest	39,385	5,000	500
<b>Total, HOME</b>	<b>1,666,349</b>	<b>411,865</b>	<b>407,365</b>
<b>RYAN TRUST</b>			
Contributions	66	0	0
Interest	2,294	2,000	1,200
<b>Total, Ryan Trust</b>	<b>2,360</b>	<b>2,000</b>	<b>1,200</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Revenue Schedule (All Funds)**

	2011-12 ACTUAL	2012-13 REVISED	2013-14 BUDGET
<b>HEGYI TRUST</b>			
Interest	155	200	30
<b>Total, Special Revenue Funds</b>	<u><u>\$18,416,670</u></u>	<u><u>\$24,727,824</u></u>	<u><u>\$23,246,140</u></u>

**SUCCESSOR AGENCY - REDEVELOPMENT**

**REDEVELOPMENT OBLIGATION RETIREMENT FUND**

County of San Diego Trust Fund-ROPS	5,018,229	11,261,820	10,219,510
Interest	5,418	0	0
<b>Total, RORF</b>	<u><u>5,023,647</u></u>	<u><u>11,261,820</u></u>	<u><u>10,219,510</u></u>

**SUCCESSOR AGENCY - REDEVELOPMENT**

Rent	0	0	12,000
<b>Total, Successor Agency - Redev</b>	<u><u>\$5,023,647</u></u>	<u><u>\$11,261,820</u></u>	<u><u>\$10,231,510</u></u>

**CAPITAL PROJECT FUNDS**

**STREETS PROJECTS**

Reimbursement from Outside Agencies	\$273,432	\$25,000	\$0
Interest	45,353	26,500	16,800
Federal Grant	1,578,809	675,000	108,920
<b>Total, Streets Projects</b>	<u><u>1,897,594</u></u>	<u><u>726,500</u></u>	<u><u>125,720</u></u>

**PUBLIC SAFETY FACILITY**

Interest	1,816	270	100
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**STORM DRAIN**

Storm Drain Basin Fees	145,700	146,100	186,000
Interest	6,171	4,500	2,700
<b>Total, Storm Drain</b>	<u><u>151,871</u></u>	<u><u>150,600</u></u>	<u><u>188,700</u></u>

**GENERAL CAPITAL**

Rent	0	60,000	0
PEG Fees	37,000	150,000	250,000
State Grant	0	200,000	0
Maps & Publications	6,880	0	0
Interest	88,006	60,700	33,900
<b>Total, General Capital</b>	<u><u>131,886</u></u>	<u><u>470,700</u></u>	<u><u>283,900</u></u>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Revenue Schedule (All Funds)**

	2011-12 ACTUAL	2012-13 REVISED	2013-14 BUDGET
<b>COUNTY TRANSPORTATION STREET PROJECT FUND</b>			
Federal Grants	42,573	0	0
SANDAG	3,829,508	2,987,000	3,254,000
Interest	23,693	2,600	2,800
<b>Total, Cty Transportation Street Project</b>	<b>3,895,774</b>	<b>2,989,600</b>	<b>3,256,800</b>
<b>PUBLIC FACILITIES</b>			
Fire Fees	110,267	141,700	184,500
Police Fees	176,428	226,700	295,200
Administration Fees	99,241	127,500	166,000
Library Fees	66,160	85,000	110,700
Senior Center Fees	22,053	28,300	36,900
Maintenance Services Fees	77,187	99,200	130,100
Interest	58,355	54,800	34,800
<b>Total, Public Facilities</b>	<b>609,691</b>	<b>763,200</b>	<b>958,200</b>
<b>Total, Capital Project Funds</b>	<b>\$6,688,632</b>	<b>\$5,100,870</b>	<b>\$4,813,420</b>

<b>DEBT SERVICE FUNDS</b>
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**GENERAL OBLIGATION BOND DEBT SERVICE**

Secured Property Tax	\$5,135,679	\$5,137,845	\$5,036,345
Penalties	28,161	38,950	25,990
Interest	29,590	18,000	14,500
<b>Total, General Obligation Bond Debt Svc</b>	<b>5,193,430</b>	<b>5,194,795</b>	<b>5,076,835</b>

**VINEYARD GOLF COURSE DEBT SERVICE**

Interest	1,121	900	640
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**REIDY CREEK GOLF COURSE DEBT SERVICE**

Interest	557	1,700	200
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**SUCCESSOR AGENCY-HOUSING DEBT SERVICE**

Interest	60,616	0	0
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**SUCCESSOR AGENCY-DEBT SERVICE**

Tax Increment Funds	13,091,756	0	0
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<b>Total, Debt Service Funds</b>	<b>\$18,347,480</b>	<b>\$5,197,395</b>	<b>\$5,077,675</b>
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<b>ENTERPRISE FUNDS</b>
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**WATER**

FEMA Grant	\$96,085	\$0	\$0
State Grants	0	2,000,000	500,000
Amer Rec & Reinv Act Grants	3,832	0	0

**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Revenue Schedule (All Funds)**

	<b>2011-12 ACTUAL</b>	<b>2012-13 REVISED</b>	<b>2013-14 BUDGET</b>
Sale of Plans/Specs	93	0	0
Lake Income	873,531	800,000	880,000
Water Sales	27,668,733	35,468,420	38,000,000
Water Service Charges	10,731,485	10,710,000	12,500,000
Meter Installation	38,235	0	0
Penalties	1,090,028	0	0
Connection Charges	156,810	375,000	375,000
VID Filtration Charge	2,447,442	1,500,000	2,250,000
Water Line Development Reimbursement	14,623	0	0
VID CIP Reimbursement	331,189	1,150,000	325,000
Sale of Electric Power	0	150,000	150,000
Interest	177,385	250,000	123,400
Contributions	277,016	0	0
Developer Contributions	840,910	0	0
Rent	80,979	0	0
Recoveries	1,248,900	0	0
Other Revenue	24,615	30,000	30,000
<b>Total, Water</b>	<b>46,101,891</b>	<b>52,433,420</b>	<b>55,133,400</b>
<b>WASTEWATER</b>			
Stormwater Management Charge	2,123,146	0	0
Reimbursement from Outside Agencies	35,571	0	0
Penalties	5,480	0	0
Recycled Water Usage	427,798	0	0
Service Charges	19,517,327	23,830,700	24,000,000
Connection Charges	665,874	350,000	350,000
San Diego Treatment Charge	1,840,230	1,850,000	1,887,000
Restaurant FOG Pretreatment	52,377	0	0
SRF Loans & City of S. D. Reimbursements	0	150,000	150,000
Sale of Recycled Water	2,432,224	2,425,500	3,000,000
Agency Incentive Payments	79,240	85,000	85,000
Interest	604,174	800,000	275,000
Contributions	29,190	0	0
Developer Contributions	207,181	0	0
Interest - Loans/Advances	0	88,000	60,100
SDG&E Raw Water Line	0	82,500	82,500
Other Revenue	142,469	150,000	150,000
<b>Total, Wastewater</b>	<b>28,162,281</b>	<b>29,811,700</b>	<b>30,039,600</b>
<b>Total, Enterprise Funds</b>	<b>\$74,264,172</b>	<b>\$82,245,120</b>	<b>\$85,173,000</b>
<b>Total, All Funds</b>	<b>\$197,060,044</b>	<b>\$206,702,310</b>	<b>\$209,236,660</b>

**CITY OF ESCONDIDO  
FY 2013-14 Operating Budget  
Revenue Schedule (All Funds)**

	2011-12 ACTUAL	2012-13 REVISED	2013-14 BUDGET
<b>INTERNAL SERVICE FUNDS</b>			
<b>BUILDING MAINTENANCE</b>			
Charges to Departments	\$2,856,624	\$3,169,085	\$3,188,200
Reimbursement from Outside Agencies	664	0	0
Interest	28,902	32,000	14,000
Other Revenue	82	0	0
<b>Total, Building Maintenance</b>	<b>2,886,272</b>	<b>3,201,085</b>	<b>3,202,200</b>
<b>WAREHOUSE FUND</b>			
Charges to Departments	198,896	156,805	158,530
Interest	6,510	0	3,000
Rebates	83	0	0
<b>Total, Warehouse</b>	<b>205,489</b>	<b>156,805</b>	<b>161,530</b>
<b>FLEET SERVICES</b>			
Charges to Departments	4,907,724	5,465,315	5,379,980
Interest	96,028	65,000	45,000
Contributions	101,086	0	0
Accident Recoveries	14,123	17,000	15,000
Other Revenue	71	0	0
<b>Total, Fleet Services</b>	<b>5,119,032</b>	<b>5,547,315</b>	<b>5,439,980</b>
<b>CENTRAL SERVICES</b>			
Duplicating-Charges to Departments	360,715	355,515	366,540
Telecommunications-Charges to Depts	533,988	534,560	533,180
Mail Services-Charges to Departments	173,040	170,305	177,355
Interest	9,176	0	0
<b>Total, Central Services</b>	<b>1,076,919</b>	<b>1,060,380</b>	<b>1,077,075</b>
<b>OFFICE AUTOMATION</b>			
Charges to Departments	1,354,164	1,366,050	1,458,485
Interest	1,002	0	800
Contributions	8,889	0	0
<b>Total, Office Automation</b>	<b>1,364,055</b>	<b>1,366,050</b>	<b>1,459,285</b>
<b>WORKERS' COMPENSATION</b>			
Charges to Departments	2,264,356	2,612,365	2,000,000
Interest	136,344	300,000	68,000
Recoveries	1,000	0	0
<b>Total, Workers' Compensation</b>	<b>2,401,700</b>	<b>2,912,365</b>	<b>2,068,000</b>

**CITY OF ESCONDIDO**  
**FY 2013-14 Operating Budget**  
**Revenue Schedule (All Funds)**

	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>
	<b>ACTUAL</b>	<b>REVISED</b>	<b>BUDGET</b>
<b>LIABILITY INSURANCE FUND</b>			
Charges to Departments	2,197,512	2,094,020	2,094,020
Interest	69,518	75,000	31,000
Recoveries	344,017	0	0
Other Revenue	318	0	0
<b>Total, Liability Insurance</b>	<b><u>2,611,365</u></b>	<b><u>2,169,020</u></b>	<b><u>2,125,020</u></b>
<b>BENEFITS ADMINISTRATION</b>			
Amer Rec & Reinv Act Grants	15,323	0	0
Insurance Fees	7,904,671	9,509,800	9,877,840
Interest	1,553	3,000	2,000
Rebates	79,260	80,000	40,000
<b>Total, Benefits Administration</b>	<b><u>8,000,807</u></b>	<b><u>9,592,800</u></b>	<b><u>9,919,840</u></b>
<b>PROPERTY INSURANCE</b>			
Charges to Departments	461,064	461,065	461,065
Interest	5,254	2,960	3,000
<b>Total, Property Insurance</b>	<b><u>466,318</u></b>	<b><u>464,025</u></b>	<b><u>464,065</u></b>
<b>DENTAL INSURANCE</b>			
Insurance Fees	720,792	700,865	700,865
Interest	4,806	0	3,000
<b>Total, Dental Insurance</b>	<b><u>725,598</u></b>	<b><u>700,865</u></b>	<b><u>703,865</u></b>
<b>UNEMPLOYMENT INSURANCE</b>			
Insurance Fees	148,388	180,000	90,000
Interest	2,530	0	1,000
<b>Total, Unemployment Insurance</b>	<b><u>150,918</u></b>	<b><u>180,000</u></b>	<b><u>91,000</u></b>
<b>Total, Internal Service Funds</b>	<b><u><u>\$24,998,582</u></u></b>	<b><u><u>\$27,350,710</u></u></b>	<b><u><u>\$26,711,060</u></u></b>

**CITY OF ESCONDIDO  
FY 2013-14 OPERATING BUDGET  
BUDGET GLOSSARY**

**Account Code** - The classification of an expenditure, according to the type of items purchased or services obtained. For example, the cost of placing an advertisement in the paper is classified under the account code entitled "Advertising & Printing."

**Allocation** - An accounting procedure in which the cost of a service performed by one department is charged to the department receiving the service.

**Appropriation** - The legal authorization by a City Council to make expenditures and incur obligations for specific purposes. An appropriation is usually limited in the amount and the time in which it may be expended.

**Assessed Valuation** - A dollar value placed on real estate or other property as a basis for levying property taxes.

**Budget** - A financial plan that identifies total sources of revenues and specifies how they may be expended during a specific period of time.

**Capital Improvement Program** - An annual expenditure plan that outlines the funding for and timing of the construction of physical assets, such as parks, streets, water/sewer lines, and recreational facilities, over a fixed period of years.

**Capital Outlay** - A grouping of object codes that is based on durable items, such as office equipment and furnishings, with a value of \$5,000 or more.

**Carryover** - The use of prior year funds to cover obligations incurred in the prior year, but not disbursed until the current year.

**Debt Service** - The payment of interest and principal on borrowed funds, such as bonds.

**Employee Services** - A grouping of object codes based on the different forms of employee compensation, such as salaries of permanent and temporary staff, overtime pay, and benefits.

**Encumbrance** - An obligation, in the form of an order or contract, that will become payable when goods are delivered or services rendered.

**Expenditure** - An amount of money disbursed for a budgeted item which results in a decrease in net financial resources.

**Fee** - A charge levied for providing a service or permitting an activity.

**Fiscal Year** - The twelve-month period of time on which the budget is based. The City's fiscal year is July 1 through June 30.

**Fund** - A fiscal and accounting entity with a self-balancing set of accounts in which all resources and related liabilities and equities are recorded and segregated to carry out a specific operation or purpose.

**Grant** - A contribution by one governmental unit to another unit, usually in support of a specific facility or function

**Line Item** - A detailed description of a budgeted expenditure within an object code.

**CITY OF ESCONDIDO  
FY 2013-14 OPERATING BUDGET  
BUDGET GLOSSARY**

**Maintenance & Operations (M&O)** - A grouping of object codes based on nondurable supplies and services. Office supplies, building maintenance, printing, travel, rent, professional services and contracts, and telephone service are included in this category.

**Revenue** - Income generated by taxes, bonds, interest income, land rental, fines, fees, licenses, permits, and grants.

**Taxes** - Mandatory charges levied by a governmental unit for the purpose of financing services performed for the common benefit.

**CITY OF ESCONDIDO  
FY 2013-14 Budget  
Statistical Profile**

Year of Incorporation.....	1888
Form of Government .....	Council/Manager
Population (January 2013) .....	145,908
Area in Square Miles (2012-13) .....	37.3
Miles of Streets (2012-13).....	305
Number of Developed Parks (includes 2 lakes) (as of August 2012) ...	14
Fire Protection (2012):	
Average Responses/Day .....	35.8
Total Fire Responses .....	244
Total Emergency Medical Service Responses .....	10,352
Total All Other Calls.....	2,469
Police Protection (2012-13):	
Total Number of Arrests .....	5,988
Total Number of Traffic Citations.....	9,782
Total Accidents Recorded .....	1,198
Utilities (2012-13):	
Daily Average Sewage Treatment in Gallons .....	12,630,000
Number of Water Service Connections .....	26,508
Miles of Water Mains.....	430.7
Number of Fire Hydrants .....	4,221
Daily Average Water Consumption in Gallons.....	23,370,000
Education (as of July, 2013):	
Total Number of Elementary Schools .....	18
Total Number of Middle Schools.....	6
Total Number of High Schools.....	6
Library (2012-13):	
Library Materials Circulation .....	679,740
Library Visitors.....	505,099
Total Library Collection.....	218,501
Residential Building Permits Issued (2012-13):	
Single Family Dwellings.....	2
Multiple Family Dwellings (Permits) .....	3
Business Licenses (active) - Escondido Only (2012-13): .....	9,116



RESOLUTION NO. 2013-53

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ESCONDIDO, CALIFORNIA, ADOPTING OPERATING BUDGETS FOR CERTAIN CITY DEPARTMENTS FOR FISCAL YEARS 2013-14 AND 2014-15 SUBJECT TO ANY AMENDMENT MADE PURSUANT TO COMPENSATION PLANS FOR THE CITY OF ESCONDIDO AND ESTABLISHING CONTROLS ON CHANGES IN APPROPRIATIONS TO VARIOUS FUNDS AND DEPARTMENTS

BE IT RESOLVED by the City Council of the City of Escondido, California, as follows:

SECTION 1. That the budgets for all City Departments for the period July 1, 2013, through June 30, 2014, inclusive, contained in the FY 2013-14 and FY 2014-15 Operating Budget Document (a copy of which is on file in the Office of the City Clerk) as amended by Council, are adopted as the final budgets for the 2013-14 fiscal year, subject to any further amendments pursuant to approval of Compensation Plans for employees of the City of Escondido.

SECTION 2. That the budgets for all City Departments for the period July 1, 2014, through June 30, 2015, inclusive, contained in the FY 2013-14 and FY 2014-15 Operating Budget Document (a copy of which is on file in the Office of the City Clerk) as amended by Council, are adopted for the 2014-15 fiscal year with the understanding that the budget document will be brought back to the Council on an ongoing basis for further discussion and that adjustments may be made, and are subject to any further

amendments pursuant to approval of Compensation Plans for employees of the City of Escondido.

SECTION 3. That the amount designated as Department Total for each department and each fund in the budgets on file with the City Clerk, is hereby appropriated to the department or fund for which it is designated subject to adjustments for Compensation Plan approvals. Such appropriations as adjusted shall not be increased without approval of the City Council, except that transfers within funds, may be approved by the City Manager. All amounts designated as Employee Services, Maintenance and Operation, and Capital Outlay in each budget on file with the City Clerk, are hereby appropriated for such uses to the department or fund under which they are listed, subject to any amendments made pursuant to approval of Compensation Plans for employees of the City of Escondido, and shall not be increased without approval of the City Manager.

SECTION 4. That the approval of the Operating Budget Document, including the Department Total expressed for each department, and any subsequent amendments shall include approval for all actions of the City acting as Successor Agency of the former Escondido Redevelopment Agency as expressed in said Operating Budget Document.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Escondido at a regular meeting thereof this 12<sup>th</sup> day of June, 2013 by the following vote to wit:

AYES : Councilmembers: DIAZ, GALLO, MORASCO, MASSON, ABED  
NOES : Councilmembers: NONE  
ABSENT : Councilmembers: NONE

APPROVED:



SAM ABED, Mayor of the  
City of Escondido, California

ATTEST:



DIANE HALVERSON, City Clerk of the  
City of Escondido, California

RESOLUTION NO. 2013-53



RESOLUTION NO. 2013-54

A RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF ESCONDIDO, CALIFORNIA,  
ADOPTING AN ANNUAL APPROPRIATIONS  
LIMIT FOR THE 2013-14 FISCAL YEAR AS  
REQUIRED BY LAW

WHEREAS, Article XIII-B of the California State Constitution requires that the City calculate an appropriations limit for each fiscal year, commonly known as the "Gann Limit," and

WHEREAS, the Gann Limit is based on a combination of a population factor and an inflation factor as outlined on Exhibit "B," attached to this resolution and incorporated by this reference; and

WHEREAS, the City Council desires at this time and deems it to be in the best public interest to adopt an annual Gann Limit for Fiscal Year 2013-14 as listed on Exhibit "A," attached to this resolution and incorporated by this reference;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Escondido, California, as follows:

1. That the above recitations are true.
2. That the City Council adopts the calculation of the annual Gann Limit for the Fiscal Year 2013-14. The Gann Limit is adopted on a provisional basis as the limit may need to be adjusted when current assessment data are available. The 2012-13 Gann Limit attached to this resolution and incorporated by this reference, is finalized as shown on Exhibit "B."

PASSED, ADOPTED AND APPROVED by the City Council of the City of Escondido at a regular meeting thereof this 12<sup>th</sup> day of June, 2013 by the following vote to wit:

AYES : Councilmembers: DIAZ, GALLO, MORASCO, MASSON, ABED

NOES : Councilmembers: NONE

ABSENT : Councilmembers: NONE

APPROVED:

A handwritten signature in black ink that reads "Sam Abed". The signature is written in a cursive, flowing style.

SAM ABED, Mayor of the  
City of Escondido, California

ATTEST:

A handwritten signature in black ink that reads "Diane Halverson". The signature is written in a cursive, flowing style.

DIANE HALVERSON, City Clerk of the  
City of Escondido, California

RESOLUTION NO. 2013-54





City of Escondido

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CALIFORNIA

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MAPLE STREET PLAZA

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## ANNUAL OPERATING BUDGET

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FISCAL YEARS 2013/14 & 2014/15

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